

CITY of CASCADE LOCKS

AGENDA

CITY COUNCIL MEETING, Monday, January 12, 2015, 7:00 PM, CITY HALL

****7:00 PM – Oath of Office for Mayor and Councilors ****

Purpose: The City Council meets on the 2nd and 4th Mondays of each month to conduct city business.

1. **Call to Order/Pledge of Allegiance/Roll Call.**
2. **Additions or amendments to the Agenda.** (The Mayor may add items to the agenda after it is printed and distributed only when required by business necessity and only after an explanation has been given. The addition of agenda items after the agenda has been printed is otherwise discouraged.)
3. **Adoption of Consent Agenda.** (Consent Agenda may be approved in its entirety in a single motion. Items are considered to be routine. Any Councilor may make a motion to remove any item from the Consent Agenda for individual discussion.)
 - a. **Approval of December 8, 2014 Minutes.**
 - b. **Ratification of the Bills in the Amount of \$ 272,289.39.**
 - c. **Approve 2015/2016 Budget Process.**
 - d. **Approve Resolution No. 1322 Authorizing Specific Staff Members and City Councilors to Sign Checks for the City of Cascade Locks; and Repealing Resolution No. 1254.**
 - e. **Approve Repair of Electric Department Pick Up Truck Transmission.**
4. **Public Hearings.**
5. **Action Items:**
 - a. **Appointment to Committees.**
 - b. **Approve Application for Cross Transfer of Water Right.**
6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** (Comments on matters not on the agenda or previously discussed.)
7. **Reports and Presentations.**
 - a. **City Committees.**
 - b. **City Administrator Zimmerman Report.**
8. **Mayor and City Council Comments.**
9. **Other matters.**
10. **Executive Session per ORS 192.660 (2)(h) Legal Counsel.**
11. **Adjournment.**

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for person with disabilities, should be made at least 48 hours in advance of the meeting by contacting the City of Cascade Locks office at 541-374-8484.

1. **Call to Order/Pledge of Allegiance/Roll Call.** Council President Bruce Fitzpatrick called the meeting to order at 7:00 PM. CM's Groves, Fitzpatrick, Randall, Walker, and Busdieker were present. CM Helfrich and Mayor Cramblett were excused. Also present were City Administrator Gordon Zimmerman, City Recorder Kathy Woosley, Electric Working Foreman Keith Terry, Holly Howell, Mayah Frank, and Camera Operator Betty Rush.
2. **Additions or amendments to the Agenda.** CA Zimmerman said he would like to add a topic for Executive Session for personnel and may be coming out of executive session with an action.
3. **Adoption of Consent Agenda.**
 - a. **Approval of November 24, 2014 Minutes.**
 - b. **Ratification of the Bills in the Amount of \$ 162,888.08.**

CP Fitzpatrick read the list of items on the Consent Agenda. **Motion:** CM Walker moved, seconded by CM Busdieker, to approve the Consent Agenda. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, and Busdieker.
4. **Public Hearings.** None.
5. **Action Items:**
 - a. **Appointment to Committees.** CP Fitzpatrick appointed, with consensus of Council, Tiffany Pruit to the Budget Committee, Gary Munkhoff and Larry Cramblett to the Planning Commission, Caroline Park to the Tourism Committee, and Gyda Haight to the Architectural Review Committee.
 - b. **Approve Resolution No. 1321 Increasing CATV Rates.** CA Zimmerman said the resolution raises rates to the cost of programming but does not cover labor and materials. **Motion:** CM Busdieker moved, seconded by CM Walker, to approve Resolution No. 1321 establishing new rates for cable TV service effective January 1, 2015. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, and Busdieker.
 - c. **Approve Incorporation of City of Cascade Locks' Wildfire Protection Plan into the County Wide Protection Plan.** **Motion:** CM Busdieker moved, seconded by CM Groves, to accept the recommendation of Captain Metheny and direct him to work with Hood River County to effect these changes. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, and Busdieker.
 - d. **Electric Utility Equipment Discussion.** CA Zimmerman said the digger derrick was damaged. He said estimates were given for repair for the damage from the accident and also required maintenance that has not been done. He said this is discussion for Council to give direction to staff. He said information was received at the end of the day today from the insurance company stating the truck may be totaled. He said staff will know more after receiving information from the insurance company.

CM Walker asked about the accident. CA Zimmerman explained the boom wasn't put all the way down and when leaving the Marine Park the boom hit the train trestle. Keith said maintenance has been delayed so part of the cost will include maintenance items that need taken care of. CM Walker said trucks like this have to be certified every one, two, or four years and questioned how maintenance has been delayed. Keith explained the truck has to be certified for dielectric only but other maintenance had been neglected. He said he has set up a maintenance program for the electric department vehicles.

CM Busdieker asked about the cost of renting a digger derrick when needed. Keith said he knew that leasing would cost about \$800-900 per month. CM Randall asked about the size of truck that is needed to take care of poles and the weight of the transformers and questioned renting a boom truck for some of the work and only purchasing the size of vehicle that is actually needed. Keith said the department needs a truck big enough to pull the trailer and back hoe. CA Zimmerman said several options with all information will be presented to Council in January.

6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** None.
7. **Reports and Presentations.**
 - a. **City Committees.** None.
 - b. **Port of Cascade Locks – Holly Howell.** Mayah Frank stated she is the Recreation Coordinator for the Port and majored in outdoor education and recreation. She shared the Port's 10-year vision, mission and the Recreation Coordinator Work Plan. She said she will be working with the Tourism Committee and the Business Association to market Cascade Locks. Mayah said she is currently working on the Marine Park Campground and the long term projects with the Port.
 - c. **Connect Cascade Locks Update – Holly Howell.** Holly updated Council on the progress of Connect Cascade Locks. She gave a recap of events that have taken place since the plan was adopted. She thanked all the dedicated volunteers. Holly asked Council if they had any priorities. CM Busdieker said her personal priority would be the pedestrian overpass into the park. CM Randall asked if there were any plans on revamping the Fourth of July event. Holly said she knew that Port Maintenance Manager Todd Mohr is working on making it a better event. CM Fitzpatrick said a lot has happened since 2013 and looks like even more in 2014. Holly said it is important for events to be well run, to be year round, and serve the businesses. CM Randall asked if the Port had a vision for the Christmas lighting in the future. Holly said she didn't think there had been any discussion regarding that.
 - d. **City Administrator Zimmerman Report.** CA Zimmerman said Council is invited to join the Planning Commission at their Thursday, February 12th meeting to review the Community Development Code recommendations from Consultant Scot Siegel. He described the Cross Transfer Concept for the water right exchange between the City and ODFW. He reported that the lot line adjustment for the old fire hall property had been completed. CA Zimmerman informed Council that the inventory piece of the work order system was complete so we are one step closer to getting the work into the work order system.
8. **Mayor and City Council Comments.** CM Busdieker said the Festival of Lights event was great. She wished everyone a good holiday and to be safe. CM Walker said happy holidays and thanked everyone for their effort in putting on the Festival of Lights. CM Randall thanked Holly for sharing information on Connect Cascade Locks and wished everyone a great holiday. CM Groves said the lights on the building look nice and though she is not a fan of cutting trees she didn't realize how much the three trees obstructed the building. She also wished everyone a happy holiday. CM Fitzpatrick welcomed Mayah and thanked Holly for her work on events for Cascade Locks. He thanked staff for the work they do and all the volunteers. He wished everyone a Merry Christmas and Happy New Year. He also thanked Council.

9. **Other matters.** None.
10. **Executive Session per ORS 192.660(2)(a)re: Employment of Public Officers, Employees and Agents.** CM Fitzpatrick recessed into executive session at 8:04 PM. CM's Groves, Fitzpatrick, Randall, Walker, and Busdieker were present. Also present were CA Zimmerman, CR Woosley, and Keith Terry.
11. **Adjournment.** CM Fitzpatrick returned to regular session. **Motion:** CM Walker moved, seconded by CM Groves, to hire Gary Stallings as the EMT/Paramedic. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, and Busdieker.

Motion: CM Busdieker moved, seconded by CM Groves, to adjourn. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker and Busdieker. The meeting was adjourned at 8:47 PM.

Prepared by
Kathy Woosley, City Recorder

APPROVED:

Tom Cramblett, Mayor

BLANKET VOUCHER APPROVAL

PAGE NO. 1

DEPARTMENT: CITY OF CASCADE LOCKS
COVER SHEET AND SUMMARY

| DATE: | DESCRIPTION: | AMOUNT: |
|------------|--------------|---------------|
| 12/12/2014 | PR | \$ 36,903.67 |
| 12/26/2014 | PR | \$ 51,216.16 |
| 12/15/2014 | A/P | \$ 51,970.10 |
| 12/31/2014 | A/P | \$ 132,199.46 |

GRAND TOTAL \$ 272,289.39

APPROVAL:

Mayor

Report Criteria:
Report type: GL detail

| Check Number | GL Period | Check Issue Date | Vendor Number | Invoice No. | Payee | Description | GL Account | Amount |
|--------------|-----------|------------------|---------------|-------------|-------------------------|--------------------------|------------|----------|
| 5371 | 12/14 | 12/15/2014 | 4910 | 600131904 | Amanda Brooks | Refund Deposit | 5121130 | 69.00 |
| Total 5371: | | | | | | | | |
| 5372 | 12/14 | 12/15/2014 | 370 | 40249 | BIO-MED TESTING SERVICE | Drug Testing | 0540562063 | 126.00 |
| 5372 | 12/14 | 12/15/2014 | 370 | 40249 | BIO-MED TESTING SERVICE | Drug Testing | 5140562063 | 69.00 |
| Total 5372: | | | | | | | | |
| 5373 | 12/14 | 12/15/2014 | 6839 | 81621258 | Bound Tree Medical, LLC | Meds | 0540562351 | 408.24 |
| 5373 | 12/14 | 12/15/2014 | 6839 | 81624057 | Bound Tree Medical, LLC | Meds | 0540562351 | 79.38 |
| Total 5373: | | | | | | | | |
| 5374 | 12/14 | 12/15/2014 | 490 | 435364A | BRYANT PIPE AND SUPPLY | coupling | 2140562560 | 15.73 |
| Total 5374: | | | | | | | | |
| 5375 | 12/14 | 12/15/2014 | 670 | 100001500 1 | CASCADE LOCKS LIGHT CO. | fire hall | 0540562439 | 497.64 |
| 5375 | 12/14 | 12/15/2014 | 670 | 100003500 1 | CASCADE LOCKS LIGHT CO. | res. no 2 | 2140562070 | 22.16 |
| 5375 | 12/14 | 12/15/2014 | 670 | 100030200 1 | CASCADE LOCKS LIGHT CO. | lift station | 3140562070 | 21.30 |
| 5375 | 12/14 | 12/15/2014 | 670 | 100038200 1 | CASCADE LOCKS LIGHT CO. | well house | 2140562070 | 1,059.04 |
| 5375 | 12/14 | 12/15/2014 | 670 | 100379100 1 | CASCADE LOCKS LIGHT CO. | treatment plant | 3140562070 | 1,695.32 |
| 5375 | 12/14 | 12/15/2014 | 670 | 103714500 1 | CASCADE LOCKS LIGHT CO. | wasco creek lift station | 3140562070 | 21.30 |
| 5375 | 12/14 | 12/15/2014 | 670 | 200120000 1 | CASCADE LOCKS LIGHT CO. | cemetery water | 1740562551 | 21.30 |
| 5375 | 12/14 | 12/15/2014 | 670 | 300155100 1 | CASCADE LOCKS LIGHT CO. | main lift station | 3140562070 | 295.86 |
| 5375 | 12/14 | 12/15/2014 | 670 | 300155900 1 | CASCADE LOCKS LIGHT CO. | museum | 0140762630 | 142.20 |
| 5375 | 12/14 | 12/15/2014 | 670 | 300155920 1 | CASCADE LOCKS LIGHT CO. | fire hall | 0540562439 | 23.80 |
| 5375 | 12/14 | 12/15/2014 | 670 | 300171800 1 | CASCADE LOCKS LIGHT CO. | mall lighting | 5140562800 | 21.30 |
| 5375 | 12/14 | 12/15/2014 | 670 | 300183900 1 | CASCADE LOCKS LIGHT CO. | moody lift station | 2140562070 | 55.30 |
| 5375 | 12/14 | 12/15/2014 | 670 | 600135000 1 | CASCADE LOCKS LIGHT CO. | city hall | 0140162552 | 1,810.34 |
| 5375 | 12/14 | 12/15/2014 | 670 | 600136900 1 | CASCADE LOCKS LIGHT CO. | 87 ruckle | 3140562070 | 34.31 |
| 5375 | 12/14 | 12/15/2014 | 670 | 600137000 1 | CASCADE LOCKS LIGHT CO. | chlorinator | 2140562070 | 21.30 |
| 5375 | 12/14 | 12/15/2014 | 670 | CICLEP 1151 | CASCADE LOCKS LIGHT CO. | ciclep payment | 5140562138 | 150.00 |
| 5375 | 12/14 | 12/15/2014 | 670 | NOVEMBER | CASCADE LOCKS LIGHT CO. | senior sewer subsidy | 0140862025 | 249.70 |

| Check Number | GL Period | Check Issue Date | Vendor Number | Invoice No. | Payee | Description | GL Account | Amount |
|--------------|-----------|------------------|---------------|-------------|--------------------------------|-----------------------------------|------------|----------|
| Total 5375: | | | | | | | | |
| 5376 | 12/14 | 12/15/2014 | 740 | 61828 | CASELLE, INC. | Contract Support | 0140162082 | 1,220.00 |
| Total 5376: | | | | | | | | |
| Total 5377: | | | | | | | | |
| 5377 | 12/14 | 12/15/2014 | 1120 | A72154 | COLUMBIA HARDWARE, LLC | lights | 0140462520 | 39.56 |
| 5377 | 12/14 | 12/15/2014 | 1120 | A72407 | COLUMBIA HARDWARE, LLC | lights | 0140462520 | 64.15 |
| 5377 | 12/14 | 12/15/2014 | 1120 | B88683 | COLUMBIA HARDWARE, LLC | stand | 0140462520 | 16.49 |
| 5377 | 12/14 | 12/15/2014 | 1120 | B89348 | COLUMBIA HARDWARE, LLC | pavers for cell tower | 5640563941 | 37.18 |
| Total 5377: | | | | | | | | |
| Total 5378: | | | | | | | | |
| 5378 | 12/14 | 12/15/2014 | 1130 | EL 2014 | COLUMBIA MARKET (DBA) | misc purchases | 5140562770 | 56.39 |
| 5378 | 12/14 | 12/15/2014 | 1130 | FD 2014 | COLUMBIA MARKET (DBA) | misc purchases | 0640562350 | 115.80 |
| 5378 | 12/14 | 12/15/2014 | 1130 | TOUR 2014 | COLUMBIA MARKET (DBA) | refreshments for event | 0840562115 | 5.70 |
| Total 5378: | | | | | | | | |
| 5379 | 12/14 | 12/15/2014 | 6912 | 49 | dbo design | contract support | 0840562110 | 1,002.25 |
| Total 5379: | | | | | | | | |
| Total 5380: | | | | | | | | |
| 5380 | 12/14 | 12/15/2014 | 1540 | 112814 | DMV SERVICES STATE OF OREGON | Driving Records | 0540562110 | 1.50 |
| Total 5380: | | | | | | | | |
| Total 5381: | | | | | | | | |
| 5381 | 12/14 | 12/15/2014 | 1620 | 596 | EFFICIENCY SERVICES GROUP, LLC | BPA Program Service November 2014 | 5140562139 | 750.00 |
| Total 5381: | | | | | | | | |
| Total 5382: | | | | | | | | |
| 5382 | 12/14 | 12/15/2014 | 2080 | 6078271 12/ | GLOBALSTAR | Sat Phone | 0540562050 | 27.36 |
| Total 5382: | | | | | | | | |
| Total 5383: | | | | | | | | |
| 5383 | 12/14 | 12/15/2014 | 2420 | 7703 | HOOD RIVER CO. - FINANCE | Dec 2014 Deputy Service | 0141962250 | 8,217.50 |
| Total 5383: | | | | | | | | |

| Check Number | GL Period | Check Issue Date | Vendor Number | Invoice No. | Payee | Description | GL Account | Amount |
|--------------|-----------|------------------|---------------|--------------|----------------------------|-------------------------------|------------|----------|
| 5384 | 12/14 | 12/15/2014 | 2570 | 11141026 | HOOD RIVER NEWS | Public Hearing Notice HRN | 0140262090 | 72.00 |
| 5384 | 12/14 | 12/15/2014 | 2570 | 11141028 | HOOD RIVER NEWS | Public Hearing Notice HRN | 0740562115 | 96.00 |
| Total 5384: | | | | | | | | |
| 5385 | 12/14 | 12/15/2014 | 6922 | 2493 | IT Marketing LLC | web hosting | 0840562071 | 120.00 |
| Total 5385: | | | | | | | | |
| 5386 | 12/14 | 12/15/2014 | 4910 | 200103213 1 | Kelley Warden | reissue deposit refund check | 5121130 | 77.34 |
| Total 5386: | | | | | | | | |
| 5387 | 12/14 | 12/15/2014 | 2980 | 7092618-00 | L.N. CURTIS & SONS | ambiant aircheck air analysis | 0540562440 | 90.00 |
| Total 5387: | | | | | | | | |
| 5388 | 12/14 | 12/15/2014 | 6874 | NOVEMBER | LIN Television Corporation | programming | 4140562740 | 241.65 |
| Total 5388: | | | | | | | | |
| 5389 | 12/14 | 12/15/2014 | 3160 | 120514 | MARIANNE BUMP/PETTY CASH | Reimburse Petty Cash | 0540562110 | 132.00 |
| Total 5389: | | | | | | | | |
| 5390 | 12/14 | 12/15/2014 | 3380 | KPDX NOV 2 | Meredith Corporation | Retransmission | 4140562740 | 56.70 |
| 5390 | 12/14 | 12/15/2014 | 3380 | KPTV NOV 2 | Meredith Corporation | Retransmission | 4140562740 | 152.15 |
| Total 5390: | | | | | | | | |
| 5391 | 12/14 | 12/15/2014 | 3490 | 96-01-01 12/ | MID-COLUMBIA ECONOMIC | Loan 96-01-01 | 4640562711 | 1,294.48 |
| 5391 | 12/14 | 12/15/2014 | 3490 | 96-01-01 12/ | MID-COLUMBIA ECONOMIC | Loan 96-01-01 | 4640562712 | 224.20 |
| 5391 | 12/14 | 12/15/2014 | 3490 | 96-01-02 12/ | MID-COLUMBIA ECONOMIC | Loan 96-01-02 | 4640562711 | 1,046.90 |
| 5391 | 12/14 | 12/15/2014 | 3490 | 96-01-02 12/ | MID-COLUMBIA ECONOMIC | Loan 96-01-02 | 4640562712 | 218.66 |
| Total 5391: | | | | | | | | |
| 5392 | 12/14 | 12/15/2014 | 3770 | 22-201411 | NET ASSETS | Title Search | 0140162110 | 11.00 |

| Check Number | GL Period | Check Issue Date | Vendor Number | Invoice No. | Payee | Description | GL Account | Amount |
|--------------|-----------|------------------|---------------|-------------|---------------------------------|---------------------|------------|----------|
| Total 5392: | | | | | | | | |
| 5393 | 12/14 | 12/15/2014 | 3820 | 14823435 | Norco, INC | Tank Fill | 0540562351 | 11.00 |
| Total 5393: | | | | | | | | |
| 5394 | 12/14 | 12/15/2014 | 6920 | 6626674 | Parr Lumber Co. | lumber for new shop | 5645163941 | 30.20 |
| Total 5394: | | | | | | | | |
| 5395 | 12/14 | 12/15/2014 | 4670 | 8889134 | PORT OF CASCADE LOCKS | Bridge Tickets - PW | 0140462020 | 2,705.38 |
| 5395 | 12/14 | 12/15/2014 | 4670 | 8889134 | PORT OF CASCADE LOCKS | Bridge Tickets - PW | 2140562020 | 5.00 |
| Total 5395: | | | | | | | | |
| 5396 | 12/14 | 12/15/2014 | 4810 | 14962 | PRINT IT | fine consent forms | 0540562351 | 10.00 |
| 5396 | 12/14 | 12/15/2014 | 4810 | 14963 | PRINT IT | fine refusal form | 0540562351 | 153.00 |
| Total 5396: | | | | | | | | |
| 5397 | 12/14 | 12/15/2014 | 6780 | 5033577004 | Ricoh Americas Corporation | Copies | 0140162110 | 306.00 |
| Total 5397: | | | | | | | | |
| 5398 | 12/14 | 12/15/2014 | 6886 | NOVEMBER | Sinclair Television Group, Inc. | retransmission | 4140562740 | 44.72 |
| Total 5398: | | | | | | | | |
| 5399 | 12/14 | 12/15/2014 | 5320 | 08643999 | SIX STATES DISTRIBUTORS, INC. | receiver tube | 0340562441 | 134.25 |
| 5399 | 12/14 | 12/15/2014 | 5320 | 08643999 | SIX STATES DISTRIBUTORS, INC. | receiver tube | 2140562441 | 11.14 |
| 5399 | 12/14 | 12/15/2014 | 5320 | 18053753 | SIX STATES DISTRIBUTORS, INC. | drive line repair | 0340562441 | 11.13 |
| 5399 | 12/14 | 12/15/2014 | 5320 | 18053753 | SIX STATES DISTRIBUTORS, INC. | drive line repair | 2140562441 | 115.87 |
| Total 5399: | | | | | | | | |
| 5400 | 12/14 | 12/15/2014 | 5460 | NOVEMBER | Sosnkowski & Cleaveland P.C. | Attorney Fees | 0140162100 | 254.01 |
| Total 5400: | | | | | | | | |
| | | | | | | | | 1,200.00 |
| | | | | | | | | 1,200.00 |

| Check Number | GL Period | Check Issue Date | Vendor Number | Invoice No. | Payee | Description | GL Account | Amount |
|--------------|-----------|------------------|---------------|-------------|---------------------------------|---|------------|-----------|
| 5401 | 12/14 | 12/15/2014 | 5510 | 8032253389 | STAPLES CONTRACT & COMMERCIA | Office Supplies | 0140162010 | 167.69 |
| Total 5401: | | | | | | | | 167.69 |
| 5402 | 12/14 | 12/15/2014 | 5650 | 133145 | T & R ELECTRIC SUPPLY CO. | Transformer 1000 KVA Snyder Property | 5645163941 | 12,048.00 |
| Total 5402: | | | | | | | | 12,048.00 |
| 5403 | 12/14 | 12/15/2014 | 5660 | 11860 | TANNINEN REPAIR SERVICE LLC | Engine 93 Service | 0540562441 | 1,199.06 |
| 5403 | 12/14 | 12/15/2014 | 5660 | 11861 | TANNINEN REPAIR SERVICE LLC | Engine 94 Service | 0540562441 | 1,207.88 |
| 5403 | 12/14 | 12/15/2014 | 5660 | 11662 | TANNINEN REPAIR SERVICE LLC | Medic 91 Service | 0540562441 | 1,415.73 |
| 5403 | 12/14 | 12/15/2014 | 5660 | 11663 | TANNINEN REPAIR SERVICE LLC | Medic 92 Service | 0540562441 | 1,866.05 |
| 5403 | 12/14 | 12/15/2014 | 5660 | 11678 | TANNINEN REPAIR SERVICE LLC | C-90 | 0540562441 | 652.72 |
| Total 5403: | | | | | | | | 6,341.44 |
| 5404 | 12/14 | 12/15/2014 | 6921 | H02330E | True North | E-94 Pump Test | 0540562448 | 275.00 |
| 5404 | 12/14 | 12/15/2014 | 6921 | HH02330G | True North | E-93 Pump Test | 0540562448 | 275.00 |
| Total 5404: | | | | | | | | 550.00 |
| 5405 | 12/14 | 12/15/2014 | 6070 | 906567 | TWGW, INC NAPA AUTO PARTS | chain hoist, lug wrench, bar oil, hose | 0540562441 | 133.17 |
| 5405 | 12/14 | 12/15/2014 | 6070 | 907126 | TWGW, INC NAPA AUTO PARTS | connector and ubolt | 2140562441 | 7.90 |
| 5405 | 12/14 | 12/15/2014 | 6070 | 907386 | TWGW, INC NAPA AUTO PARTS | core deposit | 2140562441 | 38.50 |
| 5405 | 12/14 | 12/15/2014 | 6070 | 907386 | TWGW, INC NAPA AUTO PARTS | connector and ubolt | 2140562441 | 8.17 |
| 5405 | 12/14 | 12/15/2014 | 6070 | 907805 | TWGW, INC NAPA AUTO PARTS | sodering gun kit, battery acces., tire gaug | 0540562441 | 73.87 |
| Total 5405: | | | | | | | | 184.61 |
| 5406 | 12/14 | 12/15/2014 | 4910 | 100724408 1 | Tyler Schultz | Refund Deposit | 5121130 | 104.61 |
| Total 5406: | | | | | | | | 104.61 |
| 5407 | 12/14 | 12/15/2014 | 6680 | 10904 | W.M. H. REILLY & CO. | Termination Boards | 3140562560 | 1,322.78 |
| Total 5407: | | | | | | | | 1,322.78 |
| 12151401 | 12/14 | 12/15/2014 | 3650 | 14110289 | NATIONAL CABLE TELEVISION COOP. | Programming | 4140562740 | 4,270.93 |
| | | | | | | | | M |

City of Cascade Locks

Check Register - By Check No.
Check Issue Dates: 12/15/2014 - 12/15/2014

Page: 6
Dec 12, 2014 12:46PM

| Check Number | GL Period | Check Issue Date | Vendor Number | Invoice No. | Payee | Description | GL Account | Amount |
|-----------------|-----------|------------------|---------------|-------------|-------|-------------|------------|-----------|
| Total 12151401: | | | | | | | | |
| | | | | | | | | 4,270.93 |
| Grand Totals: | | | | | | | | |
| | | | | | | | | 51,970.10 |

Check Issue Dates: 12/15/2014 - 12/15/2014

Dec 12, 2014 12:46PM

Summary by General Ledger Account Number

| GL Account | Debit | Credit | Proof |
|--------------|----------|------------|------------|
| 01-21010 | .00 | 13,260.35- | 13,260.35- |
| 01-401-62010 | 167.69 | .00 | 167.69 |
| 01-401-62082 | 1,220.00 | .00 | 1,220.00 |
| 01-401-62100 | 1,200.00 | .00 | 1,200.00 |
| 01-401-62110 | 55.72 | .00 | 55.72 |
| 01-401-62552 | 1,810.34 | .00 | 1,810.34 |
| 01-402-62090 | 72.00 | .00 | 72.00 |
| 01-404-62020 | 5.00 | .00 | 5.00 |
| 01-404-62520 | 120.20 | .00 | 120.20 |
| 01-407-62630 | 142.20 | .00 | 142.20 |
| 01-408-62025 | 249.70 | .00 | 249.70 |
| 01-419-62250 | 8,217.50 | .00 | 8,217.50 |
| 03-21010 | .00 | 127.01- | 127.01- |
| 03-405-62441 | 127.01 | .00 | 127.01 |
| 05-21010 | .00 | 8,936.40- | 8,936.40- |
| 05-405-62050 | 27.36 | .00 | 27.36 |
| 05-405-62063 | 126.00 | .00 | 126.00 |
| 05-405-62110 | 133.50 | .00 | 133.50 |
| 05-405-62350 | 115.80 | .00 | 115.80 |
| 05-405-62351 | 823.82 | .00 | 823.82 |
| 05-405-62439 | 521.44 | .00 | 521.44 |
| 05-405-62440 | 90.00 | .00 | 90.00 |
| 05-405-62441 | 6,548.48 | .00 | 6,548.48 |
| 05-405-62448 | 550.00 | .00 | 550.00 |
| 07-21010 | .00 | 96.00- | 96.00- |
| 07-405-62115 | 96.00 | .00 | 96.00 |
| 08-21010 | .00 | 1,127.95- | 1,127.95- |
| 08-405-62071 | 120.00 | .00 | 120.00 |
| 08-405-62110 | 1,002.25 | .00 | 1,002.25 |
| 08-405-62115 | 5.70 | .00 | 5.70 |
| 17-21010 | .00 | 21.30- | 21.30- |
| 17-405-62551 | 21.30 | .00 | 21.30 |
| 21-21010 | 38.50 | 1,321.60- | 1,283.10- |
| 21-405-62020 | 5.00 | .00 | 5.00 |
| 21-405-62070 | 1,157.80 | .00 | 1,157.80 |
| 21-405-62441 | 143.07 | 38.50- | 104.57 |
| 21-405-62560 | 15.73 | .00 | 15.73 |
| 31-21010 | .00 | 3,390.87- | 3,390.87- |

M = Manual Check, V = Void Check

| GL Account | Debit | Credit | Proof |
|----------------------|------------------|------------------|------------|
| 31-405-62070 | 2,068.09 | .00 | 2,068.09 |
| 31-405-62560 | 1,322.78 | .00 | 1,322.78 |
| 41-21010 | .00 | 4,855.68 | 4,855.68 |
| 41-405-62740 | 4,855.68 | .00 | 4,855.68 |
| 46-21010 | .00 | 2,784.24 | 2,784.24 |
| 46-405-62711 | 2,341.38 | .00 | 2,341.38 |
| 46-405-62712 | 442.86 | .00 | 442.86 |
| 51-21010 | .00 | 1,296.64 | 1,296.64 |
| 51-21130 | 250.95 | .00 | 250.95 |
| 51-405-62063 | 69.00 | .00 | 69.00 |
| 51-405-62138 | 150.00 | .00 | 150.00 |
| 51-405-62139 | 750.00 | .00 | 750.00 |
| 51-405-62770 | 55.39 | .00 | 55.39 |
| 51-405-62800 | 21.30 | .00 | 21.30 |
| 56-21010 | .00 | 14,790.56 | 14,790.56 |
| 56-405-63941 | 37.18 | .00 | 37.18 |
| 56-451-63941 | 14,753.38 | .00 | 14,753.38 |
| Grand Totals: | 52,047.10 | 52,047.10 | .00 |

Report Criteria:
 Report type: GL detail

Report Criteria:
Report type: GL detail

| Check Number | GL Period | Check Issue Date | Vendor Number | Invoice No. | Payee | Description | GL Account | Amount |
|--------------|-----------|------------------|---------------|-------------|-------------------------------|-------------------------|------------|----------|
| 5414 | 12/14 | 12/31/2014 | 330 | 1064234 | BENNETT PAPER & SUPPLY CO | Cleaning Supplies | 0140462540 | 116.95 |
| Total 5414: | | | | | | | | 116.95 |
| 5415 | 12/14 | 12/31/2014 | 370 | 40639 | BIO-MED TESTING SERVICE | Annual Enrollment | 5140562063 | 300.00 |
| Total 5415: | | | | | | | | 300.00 |
| 5416 | 12/14 | 12/31/2014 | 610 | 629678 | CASCADE COLUMBIA DISTRIBUTION | Chlorine | 2140562650 | 490.00 |
| Total 5416: | | | | | | | | 490.00 |
| 5417 | 12/14 | 12/31/2014 | 790 | 313230273 1 | CENTURYLINK | Fire Department Phones | 0540562050 | 132.91 |
| 5417 | 12/14 | 12/31/2014 | 790 | 313401451 1 | CENTURYLINK | Sewer Treatment plan | 3140562050 | 116.02 |
| 5417 | 12/14 | 12/31/2014 | 790 | 313470082 1 | CENTURYLINK | City Hall Phones | 0140162050 | 369.11 |
| 5417 | 12/14 | 12/31/2014 | 790 | 313785538 1 | CENTURYLINK | telemetry | 2140562050 | 125.30 |
| 5417 | 12/14 | 12/31/2014 | 790 | 313785538 1 | CENTURYLINK | telemetry | 3140562050 | 125.29 |
| 5417 | 12/14 | 12/31/2014 | 790 | 313891134 1 | CENTURYLINK | Emergency After Hours | 5140562050 | 53.78 |
| 5417 | 12/14 | 12/31/2014 | 790 | 313891134 1 | CENTURYLINK | Emergency After Hours | 5140662050 | 13.44 |
| 5417 | 12/14 | 12/31/2014 | 790 | 314228414 1 | CENTURYLINK | Lift Station | 3140562050 | 37.23 |
| 5417 | 12/14 | 12/31/2014 | 790 | 320153997 1 | CENTURYLINK | well house dialer | 2140562050 | 7.83 |
| Total 5417: | | | | | | | | 980.91 |
| 5418 | 12/14 | 12/31/2014 | 820 | 60410 | CH2M HILL ENGINEERS INC. | Engineering Services | 3140562700 | 7,358.33 |
| Total 5418: | | | | | | | | 7,358.33 |
| 5419 | 12/14 | 12/31/2014 | 6837 | XCNWGTZZ | CIS Trust | Conference Registration | 0140162020 | 175.00 |
| Total 5419: | | | | | | | | 175.00 |
| 5420 | 12/14 | 12/31/2014 | 1120 | A73068 | COLUMBIA HARDWARE, LLC | keys | 5140562201 | 12.88 |
| 5420 | 12/14 | 12/31/2014 | 1120 | A73069 | COLUMBIA HARDWARE, LLC | poly tube | 5140562201 | .72 |
| 5420 | 12/14 | 12/31/2014 | 1120 | A73419 | COLUMBIA HARDWARE, LLC | paint | 0140462520 | 78.30 |
| 5420 | 12/14 | 12/31/2014 | 1120 | B89929 | COLUMBIA HARDWARE, LLC | paint and rollers | 0140462520 | 81.14 |

M = Manual Check, V = Void Check

| Check Number | GL Period | Check Issue Date | Vendor Number | Invoice No. | Payee | Description | GL Account | Amount |
|--------------|-----------|------------------|---------------|-------------|---------------------------|------------------------------------|------------|----------|
| Total 5420: | | | | | | | | |
| 5421 | 12/14 | 12/31/2014 | 1130 | 2014-3 | COLUMBIA MARKET (DBA) | misc purchases | 0140462520 | 25.51 |
| 5421 | 12/14 | 12/31/2014 | 1130 | 2014-3 | COLUMBIA MARKET (DBA) | misc purchases | 0340562560 | 13.77 |
| 5421 | 12/14 | 12/31/2014 | 1130 | 2014-3 | COLUMBIA MARKET (DBA) | misc purchases | 2140562560 | 48.64 |
| Total 5421: | | | | | | | | |
| 5422 | 12/14 | 12/31/2014 | 1290 | 19612 | CRUISE MASTER PRISMS, INC | Namesags/Plates | 0540562029 | 106.22 |
| Total 5422: | | | | | | | | |
| 5423 | 12/14 | 12/31/2014 | 1360 | 130537 | DAVID R. CUNNINGHAM | misc jobs | 0140162082 | 1,050.00 |
| Total 5423: | | | | | | | | |
| 5424 | 12/14 | 12/31/2014 | 1530 | DEC 2014 | DISH NETWORK | Programming | 4140562740 | 400.00 |
| Total 5424: | | | | | | | | |
| 5425 | 12/14 | 12/31/2014 | 6878 | 411-1273 | Gannett Co., Inc | programming | 4140562740 | 143.20 |
| Total 5425: | | | | | | | | |
| 5426 | 12/14 | 12/31/2014 | 6864 | 121214 | Gordon Zimmerman | gorge hub design | 0140162020 | 31.36 |
| 5426 | 12/14 | 12/31/2014 | 6864 | 121214-2 | Gordon Zimmerman | tri-county hazardous waste meeting | 0140162020 | 45.92 |
| 5426 | 12/14 | 12/31/2014 | 6864 | 121214-3 | Gordon Zimmerman | public power council | 5140562020 | 44.80 |
| Total 5426: | | | | | | | | |
| 5427 | 12/14 | 12/31/2014 | 6847 | 0829973-IN | Helman Fire Equipment | chrome rocker lug, smoke bomb | 0540562350 | 272.51 |
| Total 5427: | | | | | | | | |
| 5428 | 12/14 | 12/31/2014 | 2580 | 122914 | HOOD RIVER SAND & GRAVEL | refund water and electric deposit | 2121130 | 700.00 |
| 5428 | 12/14 | 12/31/2014 | 2580 | 122914 | HOOD RIVER SAND & GRAVEL | refund water and electric deposit | 5121130 | 290.57 |
| Total 5428: | | | | | | | | |
| | | | | | | | | 990.57 |

M = Manual Check, V = Void Check

| Check Number | GL Period | Check Issue Date | Vendor Number | Invoice No. | Payee | Description | GL Account | Amount |
|----------------------|-----------|------------------|---------------|-------------|-------------------------------|---------------------------|------------|--------|
| 5429 | 12/14 | 12/31/2014 | 3160 | 122414 | MARIANNE BUMP/PETTY CASH | Reimburse Petty Cash | 0140162010 | 21.98 |
| 5429 | 12/14 | 12/31/2014 | 3160 | 122414 | MARIANNE BUMP/PETTY CASH | Reimburse Petty Cash | 0140462540 | 15.99 |
| Total 5429: 37.97 | | | | | | | | |
| 5430 | 12/14 | 12/31/2014 | 3920 | 775 | NORTHWEST REQUIREMENTS UTILIT | Membership Dues | 5140562030 | 863.80 |
| 5430 | 12/14 | 12/31/2014 | 3920 | 775 | NORTHWEST REQUIREMENTS UTILIT | Membership Dues | 5140662030 | 370.20 |
| Total 5430: 1,234.00 | | | | | | | | |
| 5431 | 12/14 | 12/31/2014 | 3940 | 2015 | OAMR | Membership Dues | 0140162030 | 50.00 |
| Total 5431: 50.00 | | | | | | | | |
| 5432 | 12/14 | 12/31/2014 | 3980 | 2015 | OCCMA | Zimmerman 2015 Membership | 0140162030 | 149.00 |
| Total 5432: 149.00 | | | | | | | | |
| 5433 | 12/14 | 12/31/2014 | 3990 | 2015 | OCPDA | Membership Dues | 0140162030 | 50.00 |
| Total 5433: 50.00 | | | | | | | | |
| 5434 | 12/14 | 12/31/2014 | 4020 | ME115620 | ODOT-FUEL SALES | Fuel | 0540562420 | 468.76 |
| 5434 | 12/14 | 12/31/2014 | 4020 | ME115620 | ODOT-FUEL SALES | Fuel | 2140562530 | 306.12 |
| 5434 | 12/14 | 12/31/2014 | 4020 | ME115620 | ODOT-FUEL SALES | Fuel | 5140562200 | 676.44 |
| Total 5434: 1,451.32 | | | | | | | | |
| 5435 | 12/14 | 12/31/2014 | 4270 | 2015 | OREGON MAYOR'S ASSOC. | Membership Dues | 0140162030 | 95.00 |
| Total 5435: 95.00 | | | | | | | | |
| 5436 | 12/14 | 12/31/2014 | 6769 | 12-14-137 | PARC Resources, LLC | City Planning | 0140262075 | 99.00 |
| 5436 | 12/14 | 12/31/2014 | 6769 | 12-14-137 | PARC Resources, LLC | City Planning | 0140262090 | 146.17 |
| 5436 | 12/14 | 12/31/2014 | 6769 | 12-14-137 | PARC Resources, LLC | City Planning | 0740562115 | 146.18 |
| Total 5436: 391.35 | | | | | | | | |
| 5437 | 12/14 | 12/31/2014 | 4620 | 7228430-DC | PITNEY BOWES - RENTAL | Rental | 0140162120 | 154.47 |

M = Manual Check, V = Void Check

| Check Number | GL Period | Check Issue Date | Vendor Number | Invoice No. | Payee | Description | GL Account | Amount |
|--------------|-----------|------------------|---------------|-------------|------------------------------|--------------------------|------------|-----------|
| Total 5437: | | | | | | | | 154.47 |
| 5438 | 12/14 | 12/31/2014 | 4640 | DEC 2014 | PITNEY BOWES INC | Postage | 0140162055 | 250.00 |
| Total 5438: | | | | | | | | 250.00 |
| 5439 | 12/14 | 12/31/2014 | 4650 | F729519 | PLATT ELECTRIC SUPPLY | 20A 125V 2p3w | 0540562440 | 21.16 |
| Total 5439: | | | | | | | | 21.16 |
| 5440 | 12/14 | 12/31/2014 | 4830 | 2015-D8 | PUBLIC POWER COUNCIL | Annual Invoice | 5140562030 | 624.80 |
| 5440 | 12/14 | 12/31/2014 | 4830 | 2015-D8 | PUBLIC POWER COUNCIL | Annual Invoice | 5140662030 | 156.20 |
| Total 5440: | | | | | | | | 781.00 |
| 5441 | 12/14 | 12/31/2014 | 6780 | 19160848 | Ricoh Americas Corporation | Lease | 0140162120 | 236.80 |
| Total 5441: | | | | | | | | 236.80 |
| 5442 | 12/14 | 12/31/2014 | 5220 | ZA15011894 | SENSUS METERING SYSTEMS | repair handhd | 2140562110 | 158.80 |
| 5442 | 12/14 | 12/31/2014 | 5220 | ZA15011894 | SENSUS METERING SYSTEMS | repair handhd | 5140562110 | 158.79 |
| 5442 | 12/14 | 12/31/2014 | 5220 | ZA15011894 | SENSUS METERING SYSTEMS | repair handhd | 5140662110 | 158.79 |
| Total 5442: | | | | | | | | 476.38 |
| 5443 | 12/14 | 12/31/2014 | 5510 | 8032426372 | STAPLES CONTRACT & COMMERCIA | Paper and Toner | 0140162010 | 58.03 |
| 5443 | 12/14 | 12/31/2014 | 5510 | 8032515536 | STAPLES CONTRACT & COMMERCIA | Paper and Tape | 0140162010 | 56.25 |
| Total 5443: | | | | | | | | 114.28 |
| 5444 | 12/14 | 12/31/2014 | 5660 | 117709 | TANNINEN REPAIR SERVICE LLC | Engine 93 Service | 0540562441 | 1,108.41 |
| 5444 | 12/14 | 12/31/2014 | 5660 | 117710 | TANNINEN REPAIR SERVICE LLC | Engine 94 Service | 0540562441 | 780.93 |
| Total 5444: | | | | | | | | 1,889.34 |
| 5445 | 12/14 | 12/31/2014 | 5720 | 14-597 | Tanneson Engineering Corp | Water System Master Plan | 5642163941 | 25,000.00 |
| Total 5445: | | | | | | | | 25,000.00 |

M = Manual Check, V = Void Check

| Check Number | GL Period | Check Issue Date | Vendor Number | Invoice No. | Payee | Description | GL Account | Amount |
|---------------|-----------|------------------|---------------|-------------|---------------------------|---------------------------|------------|-----------|
| 5446 | 12/14 | 12/31/2014 | 6070 | 907822 | TWGW, INC NAPA AUTO PARTS | tools | 5140562201 | 17.06 |
| 5446 | 12/14 | 12/31/2014 | 6070 | 907829 | TWGW, INC NAPA AUTO PARTS | buckets | 5140562780 | 13.16 |
| 5446 | 12/14 | 12/31/2014 | 6070 | 908625 | TWGW, INC NAPA AUTO PARTS | thermostat | 5140562201 | 7.13 |
| Total 5446: | | | | | | | | 37.35 |
| 5447 | 12/14 | 12/31/2014 | 6110 | DECEMBER | U.S. POSTAL SERVICE | UB Postage | 0140162055 | 272.78 |
| Total 5447: | | | | | | | | 272.78 |
| 5448 | 12/14 | 12/31/2014 | 6210 | 510684 | USA BLUEBOOK | Tests | 2140562560 | 24.50 |
| Total 5448: | | | | | | | | 24.50 |
| 5449 | 12/14 | 12/31/2014 | 6230 | BF 062200R | USDA FOREST SERVICE | Special Use Permit CRGNSA | 5140662880 | 9,800.92 |
| Total 5449: | | | | | | | | 9,800.92 |
| 5450 | 12/14 | 12/31/2014 | 6660 | 121614 | WINNETT, LAWRENCE EDWARD | CATV Work | 4140562570 | 500.00 |
| Total 5450: | | | | | | | | 500.00 |
| 5451 | 12/14 | 12/31/2014 | 6923 | 1286204 | Wood's Logging Supply | washer and nut | 2140562560 | 1.50 |
| Total 5451: | | | | | | | | 1.50 |
| Grand Totals: | | | | | | | | 55,785.85 |

Summary by General Ledger Account Number

| GL Account | Debit | Credit | Proof |
|--------------|----------|------------|------------|
| 01-21010 | .00 | 3,628.76- | 3,628.76- |
| 01-401-62010 | 136.26 | .00 | 136.26 |
| 01-401-62020 | 252.28 | .00 | 252.28 |
| 01-401-62030 | 344.00 | .00 | 344.00 |
| 01-401-62050 | 369.11 | .00 | 369.11 |
| 01-401-62055 | 522.78 | .00 | 522.78 |
| 01-401-62082 | 1,050.00 | .00 | 1,050.00 |
| 01-401-62120 | 391.27 | .00 | 391.27 |
| 01-402-62075 | 99.00 | .00 | 99.00 |
| 01-402-62080 | 146.17 | .00 | 146.17 |
| 01-404-62520 | 184.95 | .00 | 184.95 |
| 01-404-62540 | 132.94 | .00 | 132.94 |
| 03-21010 | .00 | 13,77- | 13,77- |
| 03-405-62560 | 13.77 | .00 | 13.77 |
| 05-21010 | .00 | 2,890.90- | 2,890.90- |
| 05-405-62029 | 106.22 | .00 | 106.22 |
| 05-405-62050 | 132.91 | .00 | 132.91 |
| 05-405-62350 | 272.51 | .00 | 272.51 |
| 05-405-62420 | 468.76 | .00 | 468.76 |
| 05-405-62440 | 21.16 | .00 | 21.16 |
| 05-405-62441 | 1,889.34 | .00 | 1,889.34 |
| 07-21010 | .00 | 146.18- | 146.18- |
| 07-405-62115 | 146.18 | .00 | 146.18 |
| 21-21010 | .00 | 1,862.69- | 1,862.69- |
| 21-21130 | 700.00 | .00 | 700.00 |
| 21-405-62050 | 133.13 | .00 | 133.13 |
| 21-405-62110 | 158.80 | .00 | 158.80 |
| 21-405-62530 | 306.12 | .00 | 306.12 |
| 21-405-62560 | 74.64 | .00 | 74.64 |
| 21-405-62650 | 490.00 | .00 | 490.00 |
| 31-21010 | .00 | 7,636.87- | 7,636.87- |
| 31-405-62050 | 278.54 | .00 | 278.54 |
| 31-405-62700 | 7,358.33 | .00 | 7,358.33 |
| 41-21010 | .00 | 1,043.20- | 1,043.20- |
| 41-405-62570 | 500.00 | .00 | 500.00 |
| 41-405-62740 | 543.20 | .00 | 543.20 |
| 51-21010 | .00 | 13,563.48- | 13,563.48- |
| 51-21130 | 290.57 | .00 | 290.57 |

M = Manual Check, V = Void Check

| GL Account | Debit | Credit | Proof |
|----------------------|------------------|-------------------|------------|
| 51-405-62020 | 44.80 | .00 | 44.80 |
| 51-405-62030 | 1,488.60 | .00 | 1,488.60 |
| 51-405-62060 | 53.78 | .00 | 53.78 |
| 51-405-62063 | 300.00 | .00 | 300.00 |
| 51-405-62110 | 158.79 | .00 | 158.79 |
| 51-405-62200 | 676.44 | .00 | 676.44 |
| 51-405-62201 | 37.79 | .00 | 37.79 |
| 51-405-62780 | 13.16 | .00 | 13.16 |
| 51-406-62030 | 526.40 | .00 | 526.40 |
| 51-406-62050 | 13.44 | .00 | 13.44 |
| 51-406-62110 | 158.79 | .00 | 158.79 |
| 51-406-62880 | 9,800.92 | .00 | 9,800.92 |
| 56-21010 | .00 | 25,000.00- | 25,000.00- |
| 56-421-63941 | 25,000.00 | .00 | 25,000.00 |
| Grand Totals: | 55,785.85 | 55,785.85- | .00 |

Report Criteria:
 Report type: GL detail

M = Manual Check, V = Void Check

AGENDA ITEM NO: 3C

CASCADE LOCKS STAFF REPORT

Date Prepared: January 5, 2015

For City Council Meeting on: January 12, 2015

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve 2015/2016 Budget Process

SYNOPSIS: Attached is the proposed calendar for the budget process this year. It is similar to last year's calendar allowing for up to six budget committee meetings including the budget workshop on April 8 and five subsequent meetings on the following five Wednesdays.

During the City Administrator Report portion of this meeting, we will schedule the Council's Goal Planning Work Session.

CITY COUNCIL OPTIONS: Approve or modify the proposed schedule.

RECOMMENDED MOTION: "I move to adopt the proposed Budget Process Schedule as presented."

Proposed FY15/16 Budget Process Schedule

- | | |
|---|----------------|
| 1. CITY COUNCIL: Adopt Budget Process Schedule | 1/12/15 |
| 2. CITY COUNCIL: Begin budget development process by setting goals | 1/27-2/09/15 |
| 3. FINANCE: Send budget format and priorities to Department Heads | 2/10/15 |
| A. Review format and program portion of budget document | |
| B. Set up Department Head/CA/Finance Officer work session to assist | |
| 4. CITY DEPARTMENT HEADS AND STAFF: Begin development of each departmental and program budget. | 2/09/15 |
| 5. DEPARTMENT PROGRAMS: Turn in proposed budget to Finance | 3/02/15 |
| 6. CA and FINANCE: Compile proposed budget document | 3/3/15-3/31/15 |
| 7. STAFF: Publish Notice of Budget Committee Meeting (State required time line not more than 30 days prior to Budget meeting) | 3/25/15 |
| 8. STAFF: Publish Second Notice of Budget Committee Meetings (no less than 5 days prior) | 4/01/15 |
| A. Publish on City website | |
| 9. BUDGET COMMITTEE: Begin budget committee process | |
| A. Conduct Budget Committee Workshop | 4/08/15 |
| 1. Review budget process and Budget Structure | |
| 2. Deliver Proposed Budget to Committee members | |
| Budget meetings will start at 6:30 PM and end at 9:00 PM (unless Committee votes to continue) | |
| 10. Budget Meeting: | 4/15/15 |
| A. Elect Budget Committee Chair and Vice Chair | |
| B. Set meeting rules, adopt timeline schedule | |
| C. Deliver Budget Message (Municipal) | |
| D. 6:30PM – Budget Committee Hearing on Possible Uses of State Revenue Sharing | |
| E. Formal Approval of Property Tax Rate \$2.7050 per \$1,000 for FY 13/14 | |

PUBLIC WORKS:

- Street Fund (3)
- Water Fund (21)
- Sewer Fund (31)
- Sewer Bond Fund (40)
- Property Dept. (1-4)
- Cemetery Fund (17)
- Cemetery Trust Fund (25)

ELECTRIC DEPARTMENT:

- Electrical Fund (51)
- CATV/BB (41)

EMERGENCY SERVICES DEPARTMENT:

- Emergency Services Fund (5)

TOURISM (8)

- Tourism Program

ADMINISTRATION:

- General Fund (1)
- Planning Department (1-2)
- Museum Department (1-7)
- Government and Community Relations (1-8)
- Police Department (1-19)
- SDC Fund (2)
- Grant Fund (7)
- OIB Fire Hall Loan (46)
- Capital Reserve Fund (56)

* BUDGET MEETING DATES ARE TENTATIVE AND MAY BE ADJUSTED BY BUDGET COMMITTEE

- | | |
|---|---------|
| 11. Budget Meeting Continued * | 4/22/15 |
| 12. Budget Meeting Continued * | 4/29/15 |
| 13. Budget Meeting Continued * | 5/06/15 |
| 14. Budget Meeting Continued * | 5/13/15 |
| 15. STAFF: Publish Notice of Public Hearing on Proposed Uses of State Revenue Sharing to bring before council. | 5/27/15 |
| 16. STAFF: Publish Notice of Budget Hearing & Financial Summary (City) (Required lead time – not more than 30 days or less than 5 days before hearings) | 5/27/15 |
| 17. City Council Meeting Public Hearing on Proposed Uses of State Revenue Sharing | 6/08/15 |
| 19. Budget Hearing – Council Meeting to adopt proposed budget Public Hearing on Proposed Municipal Corporate Budget Pass Resolutions Adopting Budget, Making Appropriations and Levying Taxes (City) | 6/08/15 |
| 20. STAFF: Submit Budget and forms to Assessor as required | 7/10/15 |

STAFF REPORT

Date Prepared: 01/06/15

For City Council Meeting on: January 12, 2015

TO: Honorable Mayor and City Council

PREPARED BY: Kathy Woosley, City Recorder

APPROVED BY: City Administrator Gordon Zimmerman

SUBJECT: Authorizing Check Signors

SYNOPSIS: We would like to add Councilor Deanna Busdieker to the resolution authorizing her to sign checks.

Staying consistent with current practice, it is recommended that the entire Council be authorized to sign checks.

CITY COUNCIL OPTIONS:

1. Approve Resolution No. 1322.
2. Do not take action at this time.
3. Take other action as desire by City Council.

RECOMMENDATION: That City Council, by motion, approve Resolution No. 1322 authorizing specific staff members and City Councilors to sign checks for the City of Cascade Locks; and repeal Resolution No. 1254.

BACK GROUND INFORMATON: A copy of Resolution No. 1254 is attached for City Council information.

RESOLUTION NO. 1322

A RESOLUTION AUTHORIZING SPECIFIC STAFF MEMBERS AND CITY COUNCILORS TO SIGN CHECKS FOR THE CITY OF CASCADE LOCKS; AND REPEALING RESOLUTION NO. 1254.

WHEREAS, Resolution No. 1254, adopted February 25, 2013, requires two signatures to validate each City check; and

WHEREAS, one of those signatures must be that of a City Councilor or Mayor and the other must be the City Recorder or City Administrator, unless the Mayor or City Councilors are not available, then the City Recorder, Finance Officer and City Administrator are authorized to sign the checks; and

WHEREAS, when the terms of the Mayor and Councilors expire and new officials are elected, changes to the list of persons authorized to sign City checks are required; and

WHEREAS, the City's financial institution requires that a resolution be in place identifying those specific individuals that have been granted authority to sign City checks;

THE COMMON COUNCIL FOR THE CITY OF CASCADE LOCKS, HOOD RIVER COUNTY, OREGON, RESOLVES AS FOLLOWS:

SECTION 1. Identification of Individuals Authorized to Sign City Checks. The City hereby authorizes the following individuals to sign City checks:

Tom Cramblett, Mayor
Gordon Zimmerman, City Administrator
Kathy E. Woosley, City Recorder
Marianne Bump, Finance Officer
Deanna Busdieker, City Councilor
Glenda Groves, City Councilor
Bruce Fitzpatrick, City Councilor
Richard Randall, City Councilor
Bobby Walker, City Councilor
Jeff Helfrich, City Councilor

SECTION 2. Revocation of Prior Authorization to Sign City Checks. Signers previously authorized, but not listed above, are no longer authorized to sign City checks.

SECTION 3. Repeal of Prior Resolutions. Resolution No. 1254 is hereby repealed.

SECTION 3. Effective Date. This resolution shall become effective upon adoption by the City Council and approval by the Mayor.

SECTION 4. Expiration. This resolution shall remain in effect until repealed by the City Council.

ADOPTED by the City Council this 12th day of January, 2015.

APPROVED by the Mayor this 12th day of January, 2015.

Mayor

ATTEST:

City Recorder

RESOLUTION NO. 1254

A RESOLUTION AUTHORIZING SPECIFIC STAFF MEMBERS AND CITY COUNCILORS TO SIGN CHECKS FOR THE CITY OF CASCADE LOCKS; AND REPEALING RESOLUTION NO. 1252.

WHEREAS, Resolution No. 1252, adopted January 14, 2013, requires two signatures to validate each City check; and

WHEREAS, one of those signatures must be that of a City Councilor or Mayor and the other must be the City Recorder or City Administrator, unless the Mayor or City Councilors are not available, then the City Recorder, Finance Officer and City Administrator are authorized to sign the checks; and

WHEREAS, when the terms of the Mayor and Councilors expire and new officials are elected, changes to the list of persons authorized to sign City checks are required; and

WHEREAS, the City's financial institution requires that a resolution be in place identifying those specific individuals that have been granted authority to sign City checks;

THE COMMON COUNCIL FOR THE CITY OF CASCADE LOCKS, HOOD RIVER COUNTY, OREGON, RESOLVES AS FOLLOWS:

SECTION 1. Identification of Individuals Authorized to Sign City Checks. The City hereby authorizes the following individuals to sign City checks:

Tom Cramblett, Mayor
Gordon Zimmerman, City Administrator
Kathy E. Woosley, City Recorder
Marianne Bump, Finance Officer
Glenda Groves, City Councilor
Bruce Fitzpatrick, City Councilor
Richard Randall, City Councilor
Bobby Walker, City Councilor
Jeff Helfrich, City Councilor

SECTION 2. Revocation of Prior Authorization to Sign City Checks. Signers previously authorized, but not listed above, are no longer authorized to sign City checks.

SECTION 3. Repeal of Prior Resolutions. Resolution No. 1252 is hereby repealed.

SECTION 3. Effective Date. This resolution shall become effective upon adoption by the City Council and approval by the Mayor.

SECTION 4. Expiration. This resolution shall remain in effect until repealed by the City Council.

ADOPTED by the City Council this **25th** day of **February**, 2013.

APPROVED by the Mayor this **25th** day of **February**, 2013.

ATTEST:

Mayor

City Recorder

CASCADE LOCKS STAFF REPORT

Date Prepared: January 5, 2015

For City Council Meeting on: January 12, 2015

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve Repair of Electric Department Utility Pick Up Truck Transmission

SYNOPSIS: The Electric Department's 2000 ¾ Ton Dodge Pick Up trucks requires repair of the transmission. We have been quoted a price of \$2,800 for the repair from the diesel truck shop that repaired the Public Works truck. Staff is seeking approval for the repair since it is above the \$2,500 limit.

CITY COUNCIL OPTIONS: Approve or reject the truck repair.

RECOMMENDED MOTION: "I move to approve the repair of the Electric Department 2000 ¾ ton Utility Truck for the quoted price of \$2,800."

Committees

Budget – 3 vacancies

Applications received from:

Shirley Carr

Finance Committee – 1 vacancy

Applications received from:

Tourism Committee – 2 vacancies

Applications received from:

Architectural Review Committee: - 2 vacancies

Applications received from:

CASCADE LOCKS STAFF REPORT

Date Prepared: January 5, 2015

For City Council Meeting on: January 12, 2015

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve Application for Cross Transfer of Water Right

SYNOPSIS: The City has been working with the Oregon Department of Fish and Wildlife (ODFW) to exchange water to enhance fish production during low flow periods and to provide the City with spring water to be used in economic development activities.

The attached application to the Oregon Water Resources Department (OWRD) is the City's Application to transfer part of the City's water rights in the Herman Creek basin to ODFW. There is a similar corresponding application which ODFW must file to give a portion of their water right in Oxbow Spring to the City.

Cross Transfer Concept

The City of Cascade Locks has partnered with the Oregon Department of Fish and Wildlife (ODFW) in pursuit of a way for the Oxbow Fish Hatchery to have more water flow into their operation during the low stream flow period in late summer and early fall. We have been pursuing a strategy that projects to several more years in the process. In an effort to see this possibility develop in a more efficient manner, a new approach has been developed that will accomplish the goal for both the City and the State.

The cross transfer option offers a much quicker and simpler approach for making the desired changes to the City's and ODFW's water rights. Under this approach, ODFW and the City would actually trade water rights and make permanent changes to the water rights by means of a transfer application process. ODFW would transfer 0.5 cubic feet per second (cfs) of the creek/spring water right to the City. In return, the City would transfer 0.5 cfs of ground water rights to ODFW. The two transfers would be filed and processed simultaneously, with approval of each one being contingent on approval of the other.

Benefits of the Cross Transfer Approach:

1. Simpler and faster process than the current exchange process.
2. More certainty for ODFW related to long-term supply of water for Oxbow Hatchery operations.

3. Two applications can be processed simultaneously by OWRD.
4. The standard for approval centers around whether the proposed changes will result in "injury to other water rights".
5. Preliminary analysis shows that there are no other water rights that would be, or could be, injured because of the transfer.
6. Projected timeline for completion of the new process is mid 2017.
7. This process continues to allow for public input.
8. This action does not preclude any contractual agreement(s) between ODFW and the City of Cascade Locks to ensure both agencies' interests are protected.

This concept has been reviewed and approved by both the Joint Work Group for Economic Development and the Port of Cascade Locks' Commission. We have also had this application reviewed by Mr. Darren Eckman and Mr. Larry Toll of Tenneson Engineering who are contracted for these functions.

If the City Council approves this application, staff will also need approval for a check for the application fee of \$2,950.

CITY COUNCIL OPTIONS:

1. Approve the application.
2. Modify the application.
3. Do nothing at this time.

RECOMMENDED MOTION: "I move to approve the application for a water right transfer between the City of Cascade Locks and the Oregon Department of Fish and Wildlife and authorize the City Administrator to sign the application and the \$2,950 check for application fee."

Financial Review and Status: The fee will be paid out of the Capital Reserve Water account.

Legal Review and Opinion: This application was developed in conjunction with the City Attorney.



State of Oregon
 Water Resources Department
 725 Summer Street NE, Suite A
 Salem, Oregon 97301-1266
 (503) 986-0900

Application for Permanent Water Right Transfer

Part 1 of 5 – Minimum Requirements Checklist

This transfer application will be returned if Parts 1 through 5 and all required attachments are not completed and included.

For questions, please call (503) 986-0900, and ask for Transfer Section.

Check all items included with this application. (N/A = Not Applicable)

- Part 1 – Completed Minimum Requirements Checklist.
- Part 2 – Completed Transfer Application Map Checklist.
- Part 3 – Application Fee, payable by check to the Oregon Water Resources Department, and completed Fee Worksheet, page 3. Try the new online fee calculator at: http://apps.wrd.state.or.us/apps/misc/wrd_fee_calculator. If you have questions, call Customer Service at (503) 986-0801.
- Part 4 – Completed Applicant Information and Signature.
- Part 5 – Information about Water Rights to be Transferred: **How many water rights are to be transferred? 1 List them here: 41302**
 Please include a separate Part 5 for each water right. (See instructions on page 6)

Attachments:

- Completed Transfer Application Map.
- Completed Evidence of Use Affidavit and supporting documentation.
- N/A Affidavit(s) of Consent from Landowner(s) (if the applicant does not own the land the water right is on.)
- N/A Supplemental Form D – For water rights served by or issued in the name of an irrigation district. Complete when the transfer applicant is not the irrigation district.
- N/A Land Use Information Form with approval and signature (or signed land use form receipt stub). Not required if water is to be diverted, conveyed, and/or used only on federal lands or if **all** of the following apply: a) a change in place of use only, b) no structural changes, c) the use of water is for irrigation only, and d) the use is located within an irrigation district or an exclusive farm use zone.
- N/A Water Well Report/Well Log for changes in point(s) of appropriation (well(s)) or additional point(s) of appropriation.
- N/A Geologist Report for a change from a surface water point of diversion to a ground water point of appropriation (well), if the proposed well is more than 500' from the surface water source and more than 1000' upstream or downstream from the point of diversion. See OAR 690-380-2130 for requirements and applicability.

(For Staff Use Only)

WE ARE RETURNING YOUR APPLICATION FOR THE FOLLOWING REASON(S):

- | | |
|--|---|
| <input type="checkbox"/> Application fee not enclosed/insufficient | <input type="checkbox"/> Map not included or incomplete |
| <input type="checkbox"/> Land Use Form not enclosed or incomplete | <input type="checkbox"/> Part _____ is incomplete |
| <input type="checkbox"/> Additional signature(s) required | |

Other/Explanation _____

Staff: _____ 503-986-0 _____ Date: ____/____/____

Part 2 of 5 – Transfer Application Map Checklist

Your transfer application will be returned if any of the map requirements listed below are not met.

Please be sure that the transfer application map you submit includes all the required items and matches the existing water right map. Check all boxes that apply.

- N/A Certified Water Right Examiner (CWRE) Stamp and Original Signature. For a list of CWREs, see http://apps.wrd.state.or.us/apps/wr/cwre_license_view/. CWRE stamp and signature are not required for substitutions.
- N/A If **more than three** water rights are involved, separate maps are needed for each water right.
- Permanent quality printed with dark ink on good quality paper.
- The size of the map can be 8½ x 11 inches, 8½ x 14 inches, 11 x 17 inches, or up to 30 x 30 inches. For 30 x 30 inch maps, one extra copy is required.
- A north arrow, a legend, and scale.
- The scale of the map must be: 1 inch = 400 feet, 1 inch = 1,320 feet, the scale of the Final Proof/Claim of Beneficial Use Map (the map used when the permit was certificated), the scale of the county assessor map if the scale is not smaller than 1 inch = 1,320 feet, or a scale that has been pre-approved by the Department.
- Township, Range, Section, ¼ ¼, DLC, Government Lot, and other recognized public land survey lines.
- Tax lot boundaries (property lines) are required. Tax lot numbers are recommended.
- Major physical features including rivers and creeks showing direction of flow, lakes and reservoirs, roads, and railroads.
- Major water delivery system features from the point(s) of diversion/appropriation such as main pipelines, canals, and ditches.
- Existing place of use that includes separate hachuring for each water right, priority date, and use including number of acres in each quarter-quarter section, government lot, or in each quarter-quarter section as projected within government lots, donation land claims, or other recognized public land survey subdivisions. If less than the entirety of the water right is being changed, a separate hachuring is needed for lands left unchanged.
- N/A Proposed place of use that includes separate hachuring for each water right, priority date, and use including number of acres in each quarter-quarter section, government lot, or in each quarter-quarter section as projected within government lots, donation land claims, or other recognized public land survey subdivisions.
- Existing point(s) of diversion or well(s) with distance and bearing or coordinates from a recognized survey corner. This information can be found in your water right certificate or permit.
- N/A If you are proposing a change in point(s) of diversion or well(s), show the proposed location and label it clearly with distance and bearing or coordinates. If GPS coordinates are used, latitude-longitude coordinates may be expressed as either degrees-minutes-seconds with at least one digit after the decimal (example – 42°32'15.5") or degrees-decimal with five or more digits after the decimal (example – 42.53764°).

Part 4 of 5 – Applicant Information and Signature

Applicant Information

| | | | |
|--|--------------------|--|---|
| APPLICANT/BUSINESS NAME City of Cascade Locks | | PHONE NO. 541-374-8484 x 101 | ADDITIONAL CONTACT NO. |
| ADDRESS PO Box 308 | | FAX NO. 541-374-8752 | |
| CITY Cascade Locks | STATE OR | ZIP 97014 | E-MAIL gzimmerman@cascade-locks.or.us |
| BY PROVIDING AN E-MAIL ADDRESS, CONSENT IS GIVEN TO RECEIVE ALL CORRESPONDENCE FROM THE DEPARTMENT ELECTRONICALLY. COPIES OF THE FINAL ORDER DOCUMENTS WILL ALSO BE MAILED. | | | |

Agent Information – The agent is authorized to represent the applicant in all matters relating to this application.

| | | | |
|--|-------|--|------------------------|
| AGENT/BUSINESS NAME Gordon Zimmerman, City Administrator | | PHONE NO. 541-374-8484 x 101 | ADDITIONAL CONTACT NO. |
| ADDRESS same as above | | FAX NO. | |
| CITY | STATE | ZIP | E-MAIL |
| BY PROVIDING AN E-MAIL ADDRESS, CONSENT IS GIVEN TO RECEIVE ALL CORRESPONDENCE FROM THE DEPARTMENT ELECTRONICALLY. COPIES OF THE FINAL ORDER DOCUMENTS WILL ALSO BE MAILED. | | | |

Explain in your own words what you propose to accomplish with this transfer application, and why: This transfer application is filed by the City of Cascade Locks in conjunction with a separate transfer application filed this same date by the Oregon Department of Fish and Wildlife. The purpose of the two applications is to effectuate a trade between the City and ODFW whereby ODFW will acquire 0.5 cfs of ground water rights from the City, and the City will acquire 0.5 cfs of surface water rights from ODFW. It is intended that approval of each application in this plan for "cross transfers" will be contingent on approval of the other.

If you need additional space, continue on a separate piece of paper and attach to the application as "Attachment 1".

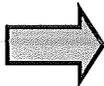
- Check this box if this project is fully or partially funded by the American Recovery and Reinvestment Act. (Federal stimulus dollars)

Check One Box

- By signing this application, I understand that, upon receipt of the draft preliminary determination and prior to Department approval of the transfer, I will be required to provide landownership information and evidence that I am authorized to pursue the transfer as identified in OAR 690-380-4010(5); **OR**
- I affirm the applicant is a municipality as defined in ORS 540.510(3)(b) and that the right is in the name of the municipality or a predecessor; **OR**
- I affirm the applicant is an entity with the authority to condemn property and is acquiring by condemnation the property to which the water right proposed for transfer is appurtenant and have supporting documentation.

I understand that prior to Department approval of the transfer application, I may be required to submit payment to the Department for publication of a notice in a newspaper with general circulation in the area where the water right is located, once per week for two consecutive weeks. If more than one qualifying newspaper is available, I suggest publishing the notice in the following newspaper: _____.

I (we) affirm that the information contained in this application is true and accurate.



Applicant signature

Gordon Zimmerman, City Administrator
Print Name (and Title if applicable)

Date

Applicant signature

Print Name (and Title if applicable)

Date

Is the applicant the sole owner of the land on which the water right, or portion thereof, proposed for transfer is located? Yes No *If NO, include signatures of all deeded landowners (and mailing and/or e-mail addresses if different than the applicant's) or attach affidavits of consent (and mailing and/or e-mail addresses) from all landowners or individuals/entities to which the water right(s) were conveyed.*

Check the following boxes that apply:

- The applicant is responsible for completion of change(s). Notices and correspondence should continue to be sent to the applicant.
- The receiving landowner will be responsible for completing the proposed change(s) after the final order is issued. Copies of notices and correspondence should be sent to this landowner.
- Both the receiving landowner and applicant will be responsible for completion of change(s). Copies of notices and correspondence should be sent to this landowner and the applicant.

At this time, are the lands in this transfer application in the process of being sold? Yes No

If YES, and you know who the new landowner will be, please complete the receiving landowner information table below. If you do not know who the new landowner will be, then a request for assignment will have to be filed for at a later date.

If a property sells, the certificated water right(s) located on the land belong to the new owner, unless a sale agreement or other document states otherwise. For more information see:

<http://www.oregon.gov/owrd/docs/transfer-propertytransactions.pdf>

| | | | |
|---|--------------------|----------------------------------|------------------------|
| RECEIVING LANDOWNER NAME Oregon Department of Fish and Wildlife | | PHONE NO. 503-947-6217 | ADDITIONAL CONTACT NO. |
| ADDRESS 4034 Fairview Industrial Drive SE | | | FAX NO. |
| CITY Salem | STATE OR | ZIP 97302 | E-MAIL |

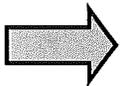
Describe any special ownership circumstances here: _____

- Check here if any of the water rights proposed for transfer are or will be located within or served by an irrigation or other water district. (**Tip:** Complete and attach Supplemental Form D.)

| | | | |
|--------------------------|---------|-----|--|
| IRRIGATION DISTRICT NAME | ADDRESS | | |
| CITY | STATE | ZIP | |

- Check here if water for any of the rights supplied under a water service agreement or other contract for stored water with a federal agency or other entity.

| | | | |
|-------------|---------|-----|--|
| ENTITY NAME | ADDRESS | | |
| CITY | STATE | ZIP | |



To meet State Land Use Consistency Requirements, you must list all county, city, municipal corporation, or tribal governments within whose jurisdiction water will be diverted, conveyed or used.

| | | | |
|---|---------------------------------|---------------------|--|
| ENTITY NAME Hood River County | ADDRESS 601 State St. | | |
| CITY Hood River | STATE OR | ZIP 97031 | |

| | | | |
|---|------------------------------|---------------------|--|
| ENTITY NAME City of Cascade Locks | ADDRESS PO Box 308 | | |
| CITY Cascade Locks | STATE OR | ZIP 97014 | |

INSTRUCTIONS for editing the Application Form

To add additional lines to tables within the forms or to copy and paste additional Part 5 pages, please **save the application form to your computer**. Unlock the document by using one of the following instructions for your Microsoft Word software version:

Microsoft Word 2003

Unlock the document by one of the following:

- Using the **Tools** menu => click **Unprotect Document**;

OR

- Using the **Forms** toolbar => click on the **Protect/Unprotect** icon.

To relock the document to enable the checkboxes to work, you will need to:

- Using the **Tools** menu => click **Protect Document**;

OR

- Using the **Forms** toolbar => click on the **Protect/Unprotect** icon.

Microsoft Word 2007

- Unlock the document by clicking the **Review** tab, then click **Protect Document**, then click **Stop Protect**
- To relock the document, click **Editing Restrictions**, then click **Allow Only This Type of Editing**, select **Filling In Forms** from the drop-down menu, then check **Yes, Start Enforcing Protection**.

Microsoft Word 2010

- Unlock the document by clicking the **Review** tab, toggle the **Restrict Editing** icon at the upper right, then click **Stop Protect** at the bottom right. Then uncheck the “**Allow only this type of editing** in the document: **Filling in forms**” in the “Editing restrictions” section on the right-hand list of options.
- To relock the document, check the **Editing Restrictions/Allow Only This Type of Editing/Filling In Forms** box from the drop-down menu, then check **Yes, Start Enforcing Protection**. You do not need to assign a password for the editing restrictions.

Other Alternatives:

- Photocopy pages or tables in Part 5, ~~mark through~~ any non-applicable information, insert/attach photocopied pages to document in the appropriate location, and manually amend page numbers as necessary (e.g. Page 5 6 of 9 10).
- You may refer to additional attachments that you may include, such as separately produced tables or spreadsheets to convey large numbers of rows of place of use listings, owner/property parcels, etc. You may contact the Department at 503-986-0900 and ask for Transfer Staff if you have questions.

Once the application has been unlocked, you may:

- add additional rows to tables using the Table tools, and
- select and copy the pages of Part 5 and paste as many additional sets of Part 5 pages as needed at the end of the application.

After editing, re-lock the document to enable checkboxes to work.

Part 5 of 5 – Water Right Information

Please use a separate Part 5 for each water right being changed. See instructions on page 6, to copy and paste additional Part 5s, or to add additional rows to tables within the form.

CERTIFICATE # 41302

Description of Water Delivery System

System capacity: **0.50** cubic feet per second (cfs) **OR**
 _____ gallons per minute (gpm)

Describe the current water delivery system or the system that was in place at some time within the last five years. Include information on the pumps, canals, pipelines and sprinklers used to divert, convey and apply the water at the authorized place of use. **The well is Well #1, with a 50-hp in-line turbine pump. Capacity of the pump is approximately 495 gpm. The water is piped into the municipal supply system.**

Table 1. Location of Authorized and Proposed Point(s) of Diversion (POD) or Appropriation (POA)
 (Note: If the POD/POA name is not specified on the certificate, assign it a name or number here.)

| POD/POA Name or Number | Is this POD/POA Authorized on the Certificate or is it Proposed? | If POA, OWRD Well Log ID# (or Well ID Tag # L-____) | Twp | | Rng | | Sec | ¼ ¼ | | Tax Lot, DLC or Gov't Lot | Measured Distances (from a recognized survey corner) |
|------------------------|---|---|-----|---|-----|---|-----|-----|----|---------------------------|--|
| | | | | | | | | | | | |
| Well 1 | <input checked="" type="checkbox"/> Authorized <input type="checkbox"/> Proposed | MULT 002057 | 2 | N | 8 | E | 6 | NE | SE | 501 | 1815 ft N and 670 ft W of the SE corner of Section 6 |
| Well 3 | <input type="checkbox"/> Authorized <input checked="" type="checkbox"/> Proposed | | 2 | N | 8 | E | 6 | NE | SE | 501 | 1720 ft N and 700 ft W of SE corner of Section 6 |
| | <input type="checkbox"/> Authorized <input type="checkbox"/> Proposed | | | | | | | | | | |
| | <input type="checkbox"/> Authorized <input type="checkbox"/> Proposed | | | | | | | | | | |

Check all type(s) of change(s) proposed below (change "CODES" are provided in parentheses):

- | | |
|--|---|
| <input checked="" type="checkbox"/> Place of Use (POU) | <input type="checkbox"/> Supplemental Use to Primary Use (S to P) |
| <input checked="" type="checkbox"/> Character of Use (USE) | <input checked="" type="checkbox"/> Point of Appropriation/Well (POA) |
| <input type="checkbox"/> Point of Diversion (POD) | <input type="checkbox"/> Additional Point of Appropriation (APOA) |
| <input type="checkbox"/> Additional Point of Diversion (APOD) | <input type="checkbox"/> Substitution (SUB) |
| <input type="checkbox"/> Surface Water POD to Ground Water POA (SW/GW) | <input type="checkbox"/> Government Action POD (GOV) |

Will all of the proposed changes affect the entire water right?

- Yes Complete only the Proposed ("to" or "on" lands) section of Table 2 on the next page. Use the "CODES" listed above to describe the proposed changes.
- No Complete all of Table 2 to describe the portion of the water right to be changed.

For Place of Use or Character of Use Changes

Are there other water right certificates, water use permits or ground water registrations associated with the “from” or the “to” lands? Yes No

If YES, list the certificate, water use permit, or ground water registration numbers: See Attachment 1 - Summary of Associated Water Rights for City of Cascade Locks.



Pursuant to ORS 540.510, any “layered” water use such as an irrigation right that is supplemental to a primary right proposed for transfer must be included in the transfer or be cancelled. Any change to a ground water registration must be filed separately in a ground water registration modification application.

For Substitution (ground water supplemental irrigation will be substituted for surface water primary irrigation)

Ground water supplemental Permit or Certificate # _____;
Surface water primary Certificate # _____.

For a change from Supplemental Irrigation Use to Primary Irrigation Use

Identify the primary certificate to be cancelled. Certificate # _____

For a change in point(s) of appropriation (well(s)) or additional point(s) of appropriation:

Well log(s) are attached for each authorized and proposed well(s) that are clearly labeled and associated with the corresponding well(s) in Table 1 above and on the accompanying application map.

Tip: You may search for well logs on the Department’s web page at:
http://apps.wrd.state.or.us/apps/gw/well_log/Default.aspx

AND/OR

Describe the construction of the authorized and proposed well(s) in Table 3 for any wells that do not have a well log. For *proposed wells not yet constructed or built*, provide “a best estimate” for each requested information element in the table. The Department recommends you consult a licensed well driller, geologist, or certified water right examiner to assist with assembling the information necessary to complete Table 3.

Table 3. Construction of Point(s) of Appropriation

Any well(s) in this listing must be clearly tied to corresponding well(s) described in Table 1 and shown on the accompanying application map. Failure to provide the information will delay the processing of your transfer application until it is received. The information is necessary for the department to assess whether the proposed well(s) will access the same source aquifer as the authorized point(s) of appropriation (POA). The Department is prohibited by law from approving POA changes that do not access the same source aquifer.

| Proposed or Authorized POA Name or Number | Is well already built? (Yes or No) | If an existing well: OWRD Well ID Tag No. L-_____ | Total well depth | Casing Diameter | Casing Intervals (feet) | Seal depth(s) (intervals) | Perforated or screened intervals (in feet) | Static water level of completed well (in feet) | Source aquifer (sand, gravel, basalt, etc.) | Well -specific rate (cfs or gpm). If less than full rate of water right |
|---|------------------------------------|---|------------------|-----------------|-------------------------|---------------------------|--|--|---|---|
| Well 1 | Yes | | 110 | 14 | +2-110 | 0-20 | 80-103 | 61 | Gravel | 495 gpm |
| Well 3 | No | | 110 | 12 | +2-80 | 0-20 | 60-80 | | Gravel | |
| | | | | | | | | | | |
| | | | | | | | | | | |

Land Use Information Form



Oregon Water Resources Department
725 Summer Street NE, Suite A
Salem, Oregon 97301-1266
(503) 986-0900
www.wrd.state.or.us

NOTE TO APPLICANTS

In order for your application to be processed by the Water Resources Department (WRD), this Land Use Information Form must be completed by a local government planning official in the jurisdiction(s) where your water right will be used and developed. The planning official may choose to complete the form while you wait, or return the receipt stub to you. Applications received by WRD without the Land Use Form or the receipt stub will be returned to you. Please be aware that your application will not be approved without land use approval.

This form is NOT required if:

- 1) Water is to be diverted, conveyed, and/or used only on federal lands; **OR**
- 2) The application is for a water right transfer, allocation of conserved water, exchange, permit amendment, or ground water registration modification, and **all** of the following apply:
 - a) The existing and proposed water use is located entirely within lands zoned for exclusive farm-use or within an irrigation district;
 - b) The application involves a change in place of use only;
 - c) The change does not involve the placement or modification of structures, including but not limited to water diversion, impoundment, distribution facilities, water wells and well houses; **and**
 - d) The application involves irrigation water uses only.

NOTE TO LOCAL GOVERNMENTS

The person presenting the attached Land Use Information Form is applying for or modifying a water right. The Water Resources Department (WRD) requires its applicants to obtain land-use information to be sure the water rights do not result in land uses that are incompatible with your comprehensive plan. Please complete the form or detach the receipt stub and return it to the applicant for inclusion in their water right application. You will receive notice once the applicant formally submits his or her request to the WRD. The notice will give more information about WRD's water rights process and provide additional comment opportunities. You will have 30 days from the date of the notice to complete the land-use form and return it to the WRD. If no land-use information is received from you within that 30-day period, the WRD may presume the land use associated with the proposed water right is compatible with your comprehensive plan. Your attention to this request for information is greatly appreciated by the Water Resources Department. If you have any questions concerning this form, please contact the WRD's Customer Service Group at 503-986-0801.

Land Use Information Form



Oregon Water Resources Department
 725 Summer Street NE, Suite A
 Salem, Oregon 97301-1266
 (503) 986-0900
 www.wrd.state.or.us

Applicant(s): City of Cascade Locks

Mailing Address: P.O. Box 308

City: Cascade Locks

State: OR

Zip Code: 97014

Daytime Phone: 541-374-8484 x 101

A. Land and Location

Please include the following information for all tax lots where water will be diverted (taken from its source), conveyed (transported), and/or used or developed. Applicants for municipal use, or irrigation uses within irrigation districts may substitute existing and proposed service-area boundaries for the tax-lot information requested below.

| Township | Range | Section | ¼ ¼ | Tax Lot # | Plan Designation (e.g., Rural Residential/RR-5) | Water to be: | | | Proposed Land Use: |
|-----------|-----------|----------|-------------|------------|---|--|--|--|--------------------|
| <u>2N</u> | <u>8E</u> | <u>6</u> | <u>NESE</u> | <u>501</u> | _____ | <input checked="" type="checkbox"/> Diverted | <input type="checkbox"/> Conveyed | <input type="checkbox"/> Used | <u>No change</u> |
| <u>2N</u> | <u>8E</u> | <u>8</u> | <u>NWNW</u> | <u>500</u> | _____ | <input type="checkbox"/> Diverted | <input type="checkbox"/> Conveyed | <input checked="" type="checkbox"/> Used | <u>No change</u> |
| _____ | _____ | _____ | _____ | _____ | _____ | <input type="checkbox"/> Diverted | <input checked="" type="checkbox"/> Conveyed | <input type="checkbox"/> Used | _____ |
| _____ | _____ | _____ | _____ | _____ | _____ | <input type="checkbox"/> Diverted | <input type="checkbox"/> Conveyed | <input type="checkbox"/> Used | _____ |

List all counties and cities where water is proposed to be diverted, conveyed, and/or used or developed:

City of Cascade Locks; Hood River County

B. Description of Proposed Use

Type of application to be filed with the Water Resources Department:

- Permit to Use or Store Water
 Water Right Transfer
 Permit Amendment or Ground Water Registration Modification
 Limited Water Use License
 Allocation of Conserved Water
 Exchange of Water

Source of water: Reservoir/Pond
 Ground Water
 Surface Water (name) _____

Estimated quantity of water needed: 0.5
 cubic feet per second
 gallons per minute
 acre-feet

Intended use of water: Irrigation
 Commercial
 Industrial
 Domestic for _____ household(s)
 Municipal
 Quasi-Municipal
 Instream
 Other Fish hatchery

Briefly describe:

The City is applying to transfer a 0.5 cfs water right to the Oregon Department of Fish and Wildlife for use at the Oxbow Hatchery.

Note to applicant: If the Land Use Information Form cannot be completed while you wait, please have a local government representative sign the receipt at the bottom of the next page and include it with the application filed with the Water Resources Department.

See bottom of Page 3. →

For Local Government Use Only

The following section must be completed by a planning official from each county and city listed unless the project will be located entirely within the city limits. In that case, only the city planning agency must complete this form. This deals only with the local land-use plan. Do not include approval for activities such as building or grading permits.

Please check the appropriate box below and provide the requested information

- Land uses to be served by the proposed water uses (including proposed construction) are allowed outright or are not regulated by your comprehensive plan. Cite applicable ordinance section(s):
- Land uses to be served by the proposed water uses (including proposed construction) involve discretionary land-use approvals as listed in the table below. (Please attach documentation of applicable land-use approvals which have already been obtained. Record of Action/land-use decision and accompanying findings are sufficient.) **If approvals have been obtained but all appeal periods have not ended, check "Being pursued."**

| Type of Land-Use Approval Needed (e.g., plan amendments, rezones, conditional-use permits, etc.) | Cite Most Significant, Applicable Plan Policies & Ordinance Section References | Land-Use Approval: | |
|---|--|--|--|
| | | <input type="checkbox"/> Obtained <input type="checkbox"/> Denied | <input type="checkbox"/> Being Pursued <input type="checkbox"/> Not Being Pursued |
| | | <input type="checkbox"/> Obtained <input type="checkbox"/> Denied | <input type="checkbox"/> Being Pursued <input type="checkbox"/> Not Being Pursued |
| | | <input type="checkbox"/> Obtained <input type="checkbox"/> Denied | <input type="checkbox"/> Being Pursued <input type="checkbox"/> Not Being Pursued |
| | | <input type="checkbox"/> Obtained <input type="checkbox"/> Denied | <input type="checkbox"/> Being Pursued <input type="checkbox"/> Not Being Pursued |
| | | <input type="checkbox"/> Obtained <input type="checkbox"/> Denied | <input type="checkbox"/> Being Pursued <input type="checkbox"/> Not Being Pursued |

Local governments are invited to express special land-use concerns or make recommendations to the Water Resources Department regarding this proposed use of water below, or on a separate sheet.

Name: _____ Title: _____

Signature: _____ Phone: _____ Date: _____

Government Entity: _____

Note to local government representative: Please complete this form or sign the receipt below and return it to the applicant. If you sign the receipt, you will have 30 days from the Water Resources Department's notice date to return the completed Land Use Information Form or WRD may presume the land use associated with the proposed use of water is compatible with local comprehensive plans.

Receipt for Request for Land Use Information

Applicant name: _____

City or County: _____ Staff contact: _____

Signature: _____ Phone: _____ Date: _____

Application for Water Right Transfer

Evidence of Use Affidavit



Oregon Water Resources Department
 725 Summer Street NE, Suite A
 Salem, Oregon 97301-1266
 (503) 986-0900
 www.wrd.state.or.us

Please print legibly or type. Be as specific as possible. Attach additional pages if you need more spacing. Supporting documentation must be attached.

State of Oregon)
) ss
 County of)

I, GORDON ZIMMERMAN, in my capacity as CITY ADMINISTRATOR FOR THE CITY OF CASCADE LOCKS,
 mailing address P.O. BOX 308, CASCADE LOCKS, OR 97014
 telephone number (541)374-8484 EXT. 101, being first duly sworn depose and say:

1. My knowledge of the exercise or status of the water right is based on (check one):
- Personal observation Professional expertise

2. I attest that:

- Water was used during the previous five years on the **entire** place of use for Certificate # ____; **OR**
- My knowledge is specific to the use of water at the following locations within the last five years:

| Certificate # | Township | | Range | | Mer | Sec | ¼ ¼ | Gov't Lot or DLC | Acres (if applicable) |
|---------------|----------|--|-------|--|-----|-----|-----|------------------|-----------------------|
| | | | | | | | | | |
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| | | | | | | | | | |

OR

- Confirming Certificate # ____ has been issued within the past five years; **OR**
- Part or all of the water right was leased instream at some time within the last five years. The instream lease number is: ____ (Note: If the entire right proposed for transfer was not leased, additional evidence of use is needed for the portion not leased instream.); **OR**
- Certificate # 41302 is not subject to forfeiture, because the applicant/ water right holder is a municipality. Applicant has provided documentation that a presumption of forfeiture for non-use would be rebutted under ORS 540.610(2) by providing a statement affirming that the applicant is a municipality (See Part 4 of the transfer application).
- Water has been used at the actual current point of diversion or appropriation for more than 10 years for Certificate # ____ (For Historic POD/POA Transfers)

(continues on reverse side)

3. The water right was used for: (e.g., crops, pasture, etc.): MUNICIPAL SUPPLY

4. I understand that if I do not attach one or more of the documents shown in the table below to support the above statements, my application will be considered incomplete (**Note: Documentation is not required. See paragraph 2 above**).

Signature of Affiant

Date

Signed and sworn to (or affirmed) before me this _____ day of _____, 20____.

Notary Public for Oregon

My Commission Expires: _____

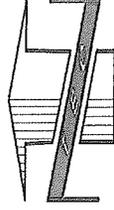
| Supporting Documents | Examples |
|--|--|
| <input type="checkbox"/> Copy of a water right certificate that has been issued within the last five years. (not a remaining right certificate) | Copy of confirming water right certificate that shows issue date |
| <input type="checkbox"/> Copies of receipts from sales of irrigated crops or for expenditures related to use of water | <ul style="list-style-type: none">● Power usage records for pumps associated with irrigation use● Fertilizer or seed bills related to irrigated crops● Farmers Co-op sales receipt |
| <input type="checkbox"/> Records such as FSA crop reports, irrigation district records, NRCS farm management plan, or records of other water suppliers | <ul style="list-style-type: none">● District assessment records for water delivered● Crop reports submitted under a federal loan agreement● Beneficial use reports from district● IRS Farm Usage Deduction Report● Agricultural Stabilization Plan● CREP Report |
| <input type="checkbox"/> Aerial photos containing sufficient detail to establish location and date of photograph | Multiple photos can be submitted to resolve different areas of a water right. If the photograph does not print with a "date stamp" or without the source being identified, the date of the photograph and source should be added. Sources for aerial photos: OSU – www.oregonexplorer.info/imagery OWRD – www.wrd.state.or.us Google Earth – earth.google.com TerraServer – www.terraserver.com |
| <input type="checkbox"/> Approved Lease establishing beneficial use within the last 5 years | Copy of instream lease or lease number |

SECTIONS 12 & 13, TWP.2 N. RANGE 7 E. AND SECTIONS 5, 6, 7 & 8, TWP.2 N., RANGE 8 E., W.M.
 CITY OF CASCADE LOCKS
 HOOD RIVER COUNTY, OREGON

TRANSFER No. _____
 PERMIT No. _____
 IN THE NAME OF:
 CITY OF CASCADE LOCKS AND
 OREGON DEPT. OF FISH & WILDLIFE

DATE: MAY 5, 2010

BY: **TENNESON ENGINEERING CORP.**
 3313 W. 2ND. STREET, SUITE 100
 THE DALLES, OREGON, 97058
 PH. 541-296-9177
 FAX 541-296-6657



SCALE: 1" = 1320'

660' 1320' 2640'
 METERS PER FEET
 SCALE OF USE

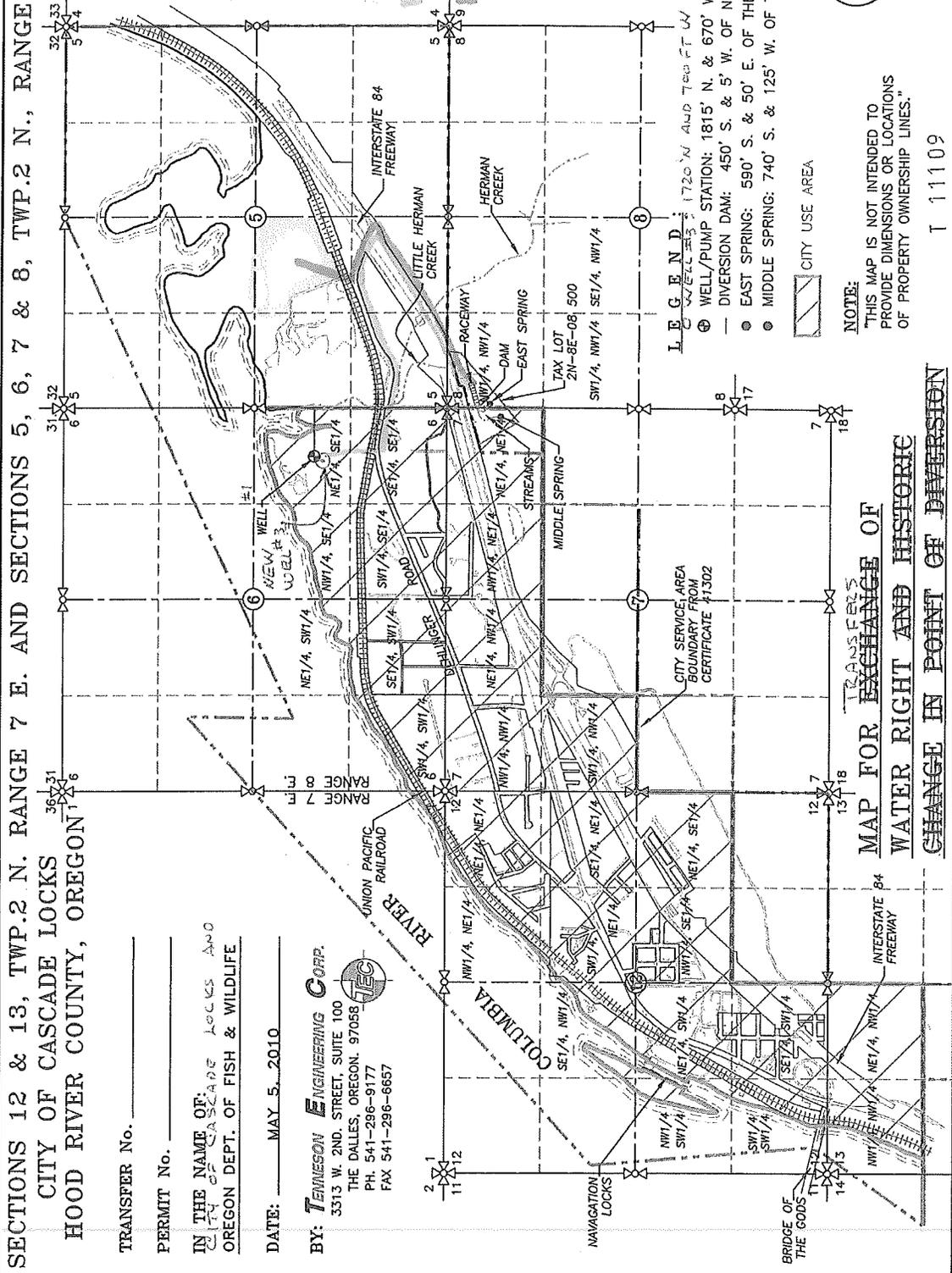
PIPELINE FROM
 WELLS TO CDFW
 HATCHERY
 PIPELINE FROM CDFW
 HATCHERY TO POINT
 OF DIVERSION
 RECEIVED
 AUG 27 2010

WATER RESC. DEPT
 SALEM, OR
 RECEIVED
 AUG 27 2010

WATER RESOURCES
 DEPT OF SALMON, OREGON
 RECEIVED
 AUG 27 2010



EXPIRES: 06/30/2010
 W.O. #13193WR



TRANSFERS
**MAP FOR EXCHANGE OF
 WATER RIGHT AND HISTORIC
 CHANGE IN POINT OF DIVERSION**

T 11109

CITY of CASCADE LOCKS – Tourism Committee

Meeting Minutes from Dec. 1, 2014

TOURISM COMMITTEE MEETING MINUTES, Monday, December 1, 2014, 7:00 PM, City Council Chambers

1. **Call Meeting to Order & Roll Call:** The meeting was called to order at 7:00 pm by Chairman Miller. Committee members present: Debbie Fine, Cindilee Baseman, Joe Shelley, Dave Lipps, Aurora delVal, Marie Miller. Absent: Chase Lorang. Also present: City Administrator Gordon Zimmerman, Tourism Staff Deanna Busdieker, Holly Howell and Mayah Frank, Port of Cascade Locks.
2. **Amendments to the Agenda:** none
3. **Comments by the General Public:** none
4. **Discussion/Declaration of Potential Conflicts of Interest:** none
5. **Approval of Minutes Presented:** Motion was made by Dave Lipps, seconded by Debbie Fine, to approve the meeting minutes as presented from November 3, 2014. Motion unanimously carried.
6. **Approval of Financials:** Motion made by Aurora delVal, seconded by Dave Lipps to approve the financial statements ending October 31, 2014 as presented. Motion unanimously passed.
7. **Approval of Bills:** none
8. **Staff Support Report presented by Deanna Busdieker.** Deanna has contacted IT Marketing, the tourism's current web hosting company, informing them of changing to another company for this service. IT Marketing notified tourism back invoices were due, and they held proprietary rights to certain files that would make transferring our website to another by January 1 difficult. Deanna will ask IT Marketing to extend our contract until March 1 in which to obtain the files from the website before service is discontinued. She will be sending the committee web hosting sites to review for our new selection with pricing and options.

Deanna is working on removing the unauthorized Facebook page for Cascade Locks Tourism. Committee members are encouraged to give ideas for our new tourism logo. The wayfinding signs only need to be placed now, showing trail, bike paths and area attractions.

9. Old Business

- A. **Multnomah Falls Kiosk Panel, Ads and Print Estimates:** Deanna reported that all ad blocks in the panel were sold by Cascade Locks businesses within two days. She is working on getting a large size, high resolution photo for the panel. Deanna presented three bids from printers to produce the panel once the layout is complete. These bids were as follow: Infinite Graphix, Hood River, \$228.00. International Graphics & Nameplate, Inc., Vancouver, WA, \$150 + \$15 packing and shipping. Pacific Crest Imprint, Cascade Locks, \$159.

Debbie Fine motioned to accept the bid from Pacific Crest Imprint for the amount of \$159. Motion was seconded by Aurora delVal. Motion passed with Dave Lipp abstaining (having an ad in the panel). Final confirmation on the panel print will be made by the committee, with an expected January installation at Multnomah Falls.

10. New Business

- A. **Travel OR 101, Dec. 8 in Sandy, OR:** Interest in attending the session of Travel Oregon 101 was discussed. Debbie Fine, Aurora delVal, Deanna Busdieker, Marie Miller and Mayah Frank with the Port of Cascade Locks were interested and would plan to register and carpool.
- B. **Welcome Center Brochure Program:** Information was shared on the 2015 Oregon Welcome Center Brochure Program. The committee felt exposure with our brochure at the Portland International Airport Welcome Center was a good investment for marketing, as well as the

addition of the online program with our brochure for the additional annual fee of \$50. Motion was made by Dave Lipps, seconded by Cindilee Baseman, to purchase brochure space from May 2015 to the end of April 2016, at the Portland Airport Welcome Center for the amount of \$300, with the additional brochure online program annual fee of \$50, for a total of \$350. Motion carried unanimously.

- C. International Trails Symposium in Portland, May 17-20, 2015:** Information was shared on the Trails Symposium next spring with opportunities to participate and attend. Further information will be discussed at upcoming meetings.

D. Tourism Committee Positions

- i. **Non-voting members:** Discussion was held on having non-voting members on the Tourism Committee (i.e. Port of Cascade Locks, Cascade Locks Business Association). City Administrator Zimmerman will check on the tourism resolution regarding the matter. It was noted that the Tourism Committee be encouraged to keep our partners in the loop with information, and attend other meetings as well.
- ii. **Interest in Open Position:** Marie Miller asked if the City had received any applications from citizens interested in joining the committee. Caroline Parks has submitted her application, which will be reviewed by the City Council and needs an appointment by the Mayor at the beginning of the year.
- iii. **Recognition of Outgoing Member, Joe Shelley:** Joe reported that he would not ask to renew another term on the committee, but would stay involved with tourism efforts and attend meetings and events as much as possible. The committee expressed thanks for his service and appreciation for showcasing the PCT and other trails in our region with visitors and media.

E. Upcoming Events: The list was reviewed and discussed.

- i. Artists & Their Craft, Lorang Fine Arts, Dec. 6
- ii. Festival of Lights, City Hall, Dec. 7, 4-7pm
- iii. Travel Oregon 101, Sandy, OR, Dec. 8, 1:30 – 4pm
- iv. HCRH Ad. Comm. Mtg., HR Co. Commission Chambers, Dec. 9, 10-12:30pm
- v. Gorge Hub Design Workshop, Troutdale House, Dec. 10
1:30-4:30pm Workshop, 5-6pm Presentation of Ideas (*it was noted that Holly Howell, Mayah Frank and others with the Port planned to attend as well*)
- vi. PTC Trail Hike with Travel Oregon, Dec. 11
- vii. PTC/WILD Planning Meeting, Dec. 18, 9am, Skamania Chamber Office
- viii. **Additional Event Noted: Oregon Governor's Conference on Tourism will be held in Eugene, April 2015.** Registration opens in January. This item will be on the January 5 agenda.

11. Tourism Committee Member Reports & Events

- A. Debbie Fine: none
- B. Cindilee Baseman: none
- C. Joe Shelley: goodbye and thanks for the memories!
- D. Dave Lipps: Permits for additional bike racks have been obtained. Breweries in the Gorge have formed an alliance and are applying for grant funding toward a regional map and website.
- E. Chase Lorang: not present
- F. Aurora delVal: Traveling to Spain for the holidays!
- G. Marie Miller: Requested we keep Garage Sale Days in public view for an organization to take on.

12. Next Meeting Date & Time: January 5, 2015, 7:00pm

- 13. Adjournment:** Motion made by Debbie Fine, seconded by Dave Lipps, to adjourn the meeting. Motion carried unanimously. Meeting was adjourned at 8:10 pm.

MATTHEW T. ENGLISH
SHERIFF

BRIAN ROCKETT
CHIEF DEPUTY

JAMIE HEPNER
PAROLE & PROBATION COMMANDER



MARITA HADDAN
911 COMMANDER

TERRY L. BRIGHT
CHIEF CIVIL DEPUTY

JERRY KEITH
EXECUTIVE ASSISTANT

CASCADE LOCKS MONTHLY REPORT

November, 2014

1. **TOTAL CALLS FOR SERVICE: 126** (Includes follow-ups, Officer initiated, agency assist, ect.)
2. **TOTAL PRIORITY CALLS: 8**
3. **TOTAL CRIMES/CALLS AGAINST FAMILIES: 0**
4. **TOTAL CASE NUMBERS ISSUED: 12**
5. **TRAFFIC STOPS: 26**
6. **TOTAL ANIMAL CONTROL CALLS/CITATIONS: 0**

Additional Investigative Support: Deputy Anderson, Deputy Carmody, Sgt. Flem, Deputy Nelson, Deputy Paulsen and Reserve Deputy Kowall. Case numbers include: S141066, S141070, S141075, S141079, S141080, S141081, S141084, S141100, S141102, S141108, S141116, and S141142.

Deputy Harvey worked 96 hours within the City of Cascade Locks. Hood River County Sheriff's Office Personnel worked an additional 64.93 hours within the City of Cascade Locks, (Deputy Anderson, Deputy Stefanini, Deputy Smith, Deputy Cozad, Reserve Sgt. Renault, Deputy Lerch, Sgt. Hughes, Deputy Paulsen, Deputy Nelson, Sgt. Castaneda, Sgt. Flem, Deputy Carmody, Reserve Deputy Sigl, Reserve Deputy Kowall, Reserve Deputy Stewart, Reserve Deputy Foster and Sheriff English.

The information reflected above is supported by the Hood River County Sheriff's Office Monthly report for the City of Cascade Locks. The information in the support documents must be cleansed Per ORS 192.501 & 192.502, but is on file to support this excerpt.

Brian Rockett
Chief Deputy