CITY of CASCADE LOCKS
AGENDA

CITY COUNCIL MEETING, Monday, February 13, 2012, 7:00 PM, CITY HALL

Purpose: The City Council meets twice a month to conduct city business, make decisions and set policy and direction for the city organization and community.

1. **Call to Order/Pledge of Allegiance/Roll Call.**

2. **Additions or amendments to the Agenda.** (The Mayor or Presiding Officer 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 Minutes of January 4, 2012 Special Council Meeting.**
   - **b. Approval of Minutes of January 23, 2012 Council Meeting.**
   - **c. Approval of Minutes of February 2, 2012 Joint City/Port Meeting.**
   - **d. Ratification of the Bills in the Amount of $ 140,495.80.**
   - **e. Appoint Budget Committee Members.**
   - **f. Appoint Council Sub-Committee on Economic Development.**

4. **Public Hearings.**

5. **Action Items:**
   - **a. Approve 2012 Budget Priorities.**
   - **b. Approve Request for Proposals for Electric Rate Study.**
   - **c. Authorize Purchase of a New Bucket Truck in an Amount not to Exceed $225,000.**
   - **d. Approve Recommendation from Tourism Committee for Grant Support of $8,000 to CGRA for Continued Support of Sailing Program in Cascade Locks.**
   - **e. Approve Appraisal Report on Old Fire Station.**

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. Tri-County Hazardous Waste.**
   - **b. Hood River County Home Repair Program.**
   - **c. Hood River County School District Superintendent.**
   - **d. Report on Port Industrial Park Property.**
   - **e. Council Orientation (HRN Kirby Neumann-Rea).**
   - **f. Meeting with Tourism Committee.**
   - **g. ICA Koch Report (handout).**
   - **h. Hood River County Memorandum of Agreement.**

(continued)

8. **Mayor and City Council Comments.**

9. **Other matters.**

10. **Executive Session per ORS 192.660 (a) re: Employment of public officers, employees, (i) re: Performance evaluations of public officers, employees and (h) re: 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.

Minutes
City Council Special Meeting
January 4, 2012

1. **Call to Order/Pledge:** Mayor Masters called the meeting to order at 7:08 PM. CM's Cramblett, Holmstrom, Helfrich, Lewis, Storm, Zerfing, and Mayor Masters were present. Also present were ICA Koch, Chief Devon Wells, City Recorder Kathy Woosley, Finance Officer Marianne Bump, Assistant Fire Chief Jess Zerfing, Ralph and Pat Hesgard, Shelly Storm, Zach Belt, Robert Zerfing, Michael Spears, Dennis Muilenburg, Ryan Nolin, Martha and Barry LaMont, JoAnn and Ken Wittenberg, Ray Cless, Kate Stuart, John Johnson, Travis Pardue, Bob Pardue, Rob Brostoff, Megan and Rick Webb, Jessica Bennett, Deb and Dan Sharp, Jordan Osborne, Deb and Brad Lorang, Craig Martin, Jessie Metheny, Zach Pardue, Jeff Pricher, Carl Keef, Shawna Hasel, Hood River News Correspondent Kirby Neumann-Rea, and Skamania County Pioneer News Correspondent Philip Watness.

2. **Adopt the Report Presented by Chief Wells:** Chief Wells said that small steps have been taken to get to this point and the Department is moving along. He said based on the interviews and experience of the volunteers he chose the officers for the Department. Chief Wells explained what each officer would be responsible and accountable for.

Jess Zerfing stated that he agreed with the plan for the Department. He said in order for this to work there needs to be participation and a Fire Chief.

Motion: CM Lewis moved, seconded by CM Helfrich, to adopt the report presented by Chief Wells. The Council and Chief Wells discussed the amount of time he would be spending with the Department. Chief Wells explained how emergency response would be handled. He also spoke about the cohesiveness of the Department being the biggest bench mark.

The motion passes unanimously by CM's Cramblett, Holmstrom, Helfrich, Lewis, Storm, Zerfing, and Mayor Masters.

3. **Authorize a Request for Interim Fire Chief Services from the City of Hood River: Motion:** CM Helfrich moved, seconded by CM Zerfing, to authorize the request for Interim Fire Chief Services from the City of Hood River. The motion was passed unanimously by CM's Cramblett, Holmstrom, Helfrich, Lewis, Storm, Zerfing, and Mayor Masters.

4. **Approve Volunteers in the Emergency Services Department: Motion**: CM Holmstrom moved, seconded by CM Storm, to approve the volunteers in the Emergency Services Department with the addition Wayne Overcash. ICA Koch said some volunteers still need to finish paperwork with Human Resources. The Council set a deadline date of 1/20/12 for all volunteers to complete necessary paperwork. The motion was passed unanimously by CM's Cramblett, Holmstrom, Helfrich, Lewis, Storm, Zerfing, and Mayor Masters.

5. **Adjournment: Motion:** CM Helfrich moved, seconded by CM Lewis, to adjourn. The motion was passed unanimously by CM's Cramblett, Holmstrom, Helfrich, Lewis, Storm, Zerfing, and Mayor Masters. The meeting was adjourned at 7:55 PM.

Prepared by
Kathy Woosley, City Recorder

APPROVED:

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Lance Masters, Mayor

1. **Call to Order/Pledge of Allegiance/Roll Call:** Mayor Masters called the meeting to order at 7:04 PM. CM's Cramblett, Holmstrom, Helfrich, Lewis, Storm, and Mayor Masters were present. CM Zerfing was excused. Also present were ICA Koch, City Recorder Kathy Woosley, Finance Officer Marianne Bump, George Fischer, Don Haight, Dave Palais, Lori Madrigal, Cody Steelman, Kayla Carron, Craig Martin, Kirby Neumann-Rea, and Camera Operator Betty Rush.

2. **Additions or amendments to the Agenda:** CM Helfrich said he would like to amend the agenda with an addition of a report on the power outage over the weekend.

Mayor Masters reported on the power outage stating it was due to damage of the BPA power lines. Mr. Steelman asked if the City had suffered any damage. Mayor Masters said he would check with ES Hupp but didn't think the City had any damage due to the outage. Ms. Madrigal thanked the Mayor for his participation in getting the information out to the public. Mayor Masters stated CM's Helfrich, Storm, the volunteers and partners in Hood River were all a part of the effort.

CM Helfrich explained the National Incident Management program and that all Councilors are supposed to have this training. He reported on the suggestions of 72 hours kits, a generator for City Hall, and open phone lines as part of the debriefing after the power outage. He said there is a need to update the Emergency Management Plan. CM Helfrich thanked the City Staff and Volunteers for their help in this situation. CM Storm also thanked the City Staff, Hood River County, and all the Volunteers that helped out with this power outage.

ICA Koch said Hood River County has arranged for the State to pay for a consultant to help the City of Cascade Locks update their plan for emergency management.

Mayor Masters said there is another ice storm predicted so the point of contact for information in an emergency situation will be the Fire Hall until the emergency preparedness plan is updated. Mayor Masters said he was very pleased with the way City Staff and Volunteers responded to help in this situation. He said the City is fortunate to have Volunteers and a great facility.

3. **Adoption of Consent Agenda:**
   a. **Approval of Minutes of January 9, 2012 City Council Meeting.**
   b. **Ratification of the Bills in the Amount of $ 82,771.57.**

Mayor Masters read the list of items on the Consent Agenda. Mr. Steelman said there are requirements for financial statements. He said there are five new components specifically required to be shown as of June 15, 2011. He said there are no internal controls and the City is out of compliance. Mr. Steelman talked about cable television and labor being charged out of the electric light department. He asked who was enforcing the laws.

Mr. Steelman referenced Ordinance No. 123 and asked if the City had a Finance Officer or a City Treasurer. He said he asked questions about the duties listed in this ordinance for a long time. He said he is trying to get the City into compliance with GASB 34. He said a full audit is needed on the legality of how the City is doing business. He said there are financial liabilities and the City has to comply. He said there are violations of the law with the Electric Department.

ICA Koch said the auditor will be at the February 27, 2011 Council meeting and that would be the time to have that discussion. He said the auditor should be able to tell the Council if they are in compliance and if not what would need to be done.

Motion: CM Holmstrom moved, seconded by CM Lewis, to approve the Consent Agenda. The motion was passed unanimously by CM's Cramblett, Holmstrom, Helfrich, Lewis, Storm, and Mayor Masters.

4. **Public Hearings:** None.

5. **Action Items:**

a. Approve Resolution No. 1230 Establishing Mayor's Committees with Responsibilities and Structure to Advise and Recommend to the City Council on Issues of Community-Wide Concern; and Repealing Resolution No. 1222. CR Woosley reported that this resolution reflects Council discussion and recommendations at their 12/19/11 meeting regarding committees.

Mr. Steelman said he was curious as to why this was on the agenda. He asked why the City Services Committee was on hold when they could be dealing with this. He said the City is unlawfully spending funds and recited laws the City is breaking. He said the City Services Committee could be addressing what was established by an elective government long before this appointed government. Mr. Steelman said he was questioning the whole process as there are a lot of other things to do than to mess with committees.

Motion: CM Helfrich moved, seconded by CM Storm, to approve Resolution No. 1230 establishing Mayor's Committees with responsibilities and structure to advise and recommend to the City Council on issues of community-wide concern and repealing Resolution No. 1222. The motion was passed unanimously by CM's Cramblett, Holmstrom, Helfrich, Lewis, Storm, and Mayor Masters.

b. Approve Contract for Interim Fire Chief Services from the City of Hood River. ICA Koch reported that the Hood River City Council was discussing this issue at their meeting tonight also.

Mr. Steelman said Ordinance No. 361 is still on the record, which gives authority to Hood River. He said this ordinance should be repealed before Council takes any other action. ICA Koch stated that the City is still providing fire and ambulance services and this is contract reflects how it is being done on an interim basis.

Motion: CM Storm moved, seconded by CM Holmstrom, to approve the contract for Interim Fire Chief services from the City of Hood River. The motion was passed unanimously by CM's Cramblett, Holmstrom, Helfrich, Lewis, Storm, and Mayor Masters.

c. Approve Resolution No. 1231 Creating an Intergovernmental Agreement for the Oregon Municipal Utilities Association and Authorize the Mayor to Sign. ICA Koch gave a brief report stating that OMEU would be a new organization with a singular focus and moving out from under the League of Oregon Cities.

Motion: CM Storm moved, seconded by CM Helfrich, to approve Resolution No. 1231 creating an IGA for the OMEU Association and authorized the Mayor to sign.

CM Lewis asked if any of the other cities had joined and if there were going to be any fees. ICA Koch said all the cities are discussing this at the same time. FO Bump said membership dues go to the ES Superintendent and she wasn't sure if any dues are currently being paid.

d. Approval of Web Hosting Contract for Tourism Web Site. ICA Koch stated that the Tourism website is ready to go. He explained that Blue Sky originally held the contract for the website who was bought out by Kinetic Media. He explained the $20 per month fee is for managing the website. Ms. Carron stated that the website isn't complete but would be soon.

Motion: CM Holmstrom moved, seconded by CM Lewis, to approve the web hosting contract for the Tourism website. The motion was passed unanimously by CM's Cramblett, Holmstrom, Helfrich, Lewis, Storm, and Mayor Masters.

CM Lewis said there is a lot in the contract as to what the customer is responsible for but not what the company is responsible for. Ms. Carron explained that information was included in the main contract for building the website and she could supply Council with a copy.

Mayor Masters said Council is trying to align resources around specific priorities. He said if the City is paying for a website that should be used instead of paying for a linking to another website. Ms. Carron said usually the municipality's website is a very generic website where the tourism websites are flashy with a lot of photos.

Mayor Masters said he thought the City's website was capable of adding photographs. CR Woosley said the City has a limited package right now but could be upgraded. Mayor Masters said he would like the Tourism Committee and Council to discuss the possibility of upgrading the City's website to host more and be more of a one stop site for citizens. He said this would be a long term goal with the idea of aligning resources into one direction. CM Lewis said he agreed with looking at the issue long term but the bigger debate should have happened at the time of the contract and not now. He mentioned key word searches being an important tool for the website.

ICA Koch agreed that the big money has already been spent and the Tourism Committee could meet jointly with Council in the future to discuss a more aggressive program.

The motion was passed unanimously by CM's Cramblett, Holmstrom, Helfrich, Lewis, Storm, and Mayor Masters.

e. Adopt the Process for Recruitment, Selection, and Hiring of a Permanent City Administrator. ICA Koch said he added a timeline to the report per Council's request. **Motion:** CM Storm moved, seconded by CM Holmstrom, to adopt the process for recruitment, selection, and hiring of a permanent City Administrator. The motion was passed unanimously by CM's Cramblett, Holmstrom, Helfrich, Lewis, Storm, and Mayor Masters.

f. Approve Creation of a City Council Sub-Committee on Economic Development. ICA Koch said Council has discussed creating sub-committees of Council on specific priority topics. He said creating a sub-committee of Council will make a more aggressive statement about economic development.

Mr. Palais informed the Council of Nestlé status. He said Nestlé would like to meet with the Port and City of Cascade Locks to discuss property options and utility rates. CM Helfrich stated he had heard there is a lot of outside influence against the project. Mr. Palais said he had heard the same information and stated that the citizens of Cascade Locks should stand up and make their voices heard.

Motion: CM Cramblett moved, seconded by CM Helfrich, to create a Council Sub-Committee on Economic Development. There was discussion concerning the water rights issue, the amount of water available to Nestlé, and issues regarding wells in other communities. CM Helfrich said he would hate to see this project derailed. He said the Sub-Committee could have a strong voice. Mayor Masters said there has been a lot of discussion about Nestlé but cautioned against "all eggs being put into the Nestlé basket". He said there are a lot of other economic opportunities. He said there are education opportunities and tourism opportunities that also have to be considered and need to look at this as a multifaceted approach. He said Nestlé is one of the opportunities. The motion was passed unanimously by CM's Cramblett, Holmstrom, Helfrich, Lewis, Storm, and Mayor Masters.

6. Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community. Mr. Haight said he hoped the rest of the Council didn't follow the Mayor's lead as it sounds like he is trying to kill the project before it starts. He said he has attended every meeting Nestlé has had and out of 50-60 people there may be 5 or 6 that are from Cascade Locks. Mr. Haight said we need to get behind this.

Mr. Haight said during the recall process there was a program put on titled the truth about finances of the City of Cascade Locks. He would suggest this group present this program to the Council and said that some of that group is a part of Council. He said supposedly the whole process was solved and taken care of. He said this is what the recall was based on.

Mr. Haight said he isn't seeing anything happening regarding the FEMA Grant. He said the citizens of Cascade Locks are going to be stuck with $70,000-$90,000 because a city employee was allowed to sign a contract without telling Hood River County, 911, the Sheriff's Department, or the City Council. He said the City of Cascade Locks is still paying legal fees fighting this. He said he was supposed to get a report on this project and has never received one. He said there isn't one single report on an almost half a million dollar project. He said it's being ignored and the City is in a mess.

Mr. Steelman said Mr. Haight is right. He said Council has it all figured out and the first act was to take from the General Fund to pay for Devon Wells. He said no one is talking about the theft of a tower by a City employee. He said this is going to cost another $25,000 - $30,000 to fix. Mr. Steelman said he has brought up issues that have legal standing and our City has to be in compliance.

Mr. Fischer said he is passionate about Cascade Locks and if the school is lost, Cascade Locks will become a ghost town. He said people need to get fired up. He said it is important to maintain a school in Cascade Locks. He said there is a meeting at the Hood River County School District building on Wednesday at 6:30 PM with an agenda item to discuss a boundary change to allow the Cascade Locks School to become a part of the Corbett School District.

Mayor Masters declared a break at 9:04 PM and returned to Regular Session at 9:15 PM.

Mr. Fischer asked Council to consider writing a letter supporting the boundary change and merge with Corbett School District.

Mayor Masters stated he wanted to clear up any misinformation and asked ICA Koch to report on the FEMA Grant. ICA Koch stated that he was in contact with FEMA and reported that the tower on the site has no value and can not be used. He said that all partners are working together toward a certifiable tower. FO Bump reported that Hood River County is still withholding their $38,000 portion until the tower is certified. She said all other partners have paid their portion.

CM Cramblett asked if the tower was within the City's easement and if it was in the lease to in fact be used for something other than telecommunications. He said the City is responsible for the grant. Mayor Masters said the there is an IGA with several other partners. He reported that the infrastructure is in place and interoperability is functioning. He said the City is working toward finishing the project.

Mayor Masters said a comment was made stating that he was attempting to kill a project. He said hopefully anyone listening to his comments would know that that could not be further from the truth. He said he is in favor of any project that has potential to benefit the community. He said Nestlé is one, tourism economy, and school opportunities.

7. <u>Reports and Presentations</u>:

Ms. Carron stated that the Tourism Committee wants to meet with City Council to report on the 2011 year. She said there have been questions as to what the Tourism Committee does so they would like to report to Council. She said the next regular Tourism Committee meeting is February 6th and would like to meet with Council sometime after that.

a. ICA Koch report (handout).

1. Brainstorm Critical Factors for Permanent City Administrator. The Council listed their opinions on skills, experience, and personal attributes for a permanent City Administrator.

Consensus of Council was to continue past 10:00 PM.

b. Discuss Draft Water Ordinance No. <u>414</u> Regulating the Extension of the City's Water Utility System an Provision of Service to its Customers. CR Woosley said this Ordinance No. 255 was repealed accidentally and this is an attempt to update the original ordinance. CM Lewis asked what significant changes had been made to the ordinance. CR Woosley said she would list the changes made so it would be clearer for Council.

c. Quarterly Forecast Report (handout). FO Bump explained the report and asked Council if they wanted any changes made to the report. Council was in agreement of information provided by the report.

d. Council Orientation. ICA Koch directed Council to read the handouts given to them.

8. <u>Mayor and City Council Comments</u>: CM Helfrich thanked everyone that helped during the power outage and thanked ES Hupp for working with the BPA crews and getting power restored. He reminded everyone the importance of a 72 hour kit. He said Council would welcome any comments as to how to get information to the public during an emergency situation. CM Helfrich said he was in favor of strong economic development and urged citizens to get involved.

CM Holmstrom thanked BPA and staff for their help during the power outage. He said he supports a best practices review and that the updated plan should include a process for no communication devices. He said there may be a time cell phone service wouldn't be accessible.

CM Lewis asked if Council was still going to meet with Hood River County School District Superintendent. Mayor Masters said he would continue to try to set that up. CM Lewis suggested the Public Safety Task Force work on a program such as signing up for a paging service to be contacted during an emergency. He suggested part of the emergency management plan could include problems as well as solutions. He suggested the people with resources could be listed and gave an example of those having access to wood for heat.

CM Storm thanked staff, volunteers, and Hood River for their help in the power outage. He said he would welcome community feedback also.

CM Cramblett thanked the staff and volunteers and stated it didn't surprise him that the community stepped up to handle the situation. He said it would be a good idea to figure out what and where the resources are.

CM Cramblett said the Council has went through a process very similar to the one presented. He said it just didn't work then. He said there isn't any guarantee that this process will work and no guarantee as to what the City will get for applicants. He pointed out that previous Mayor Fischer was able through a tough time to work with others and brought Paul Koch to the City. He said this Council is effective due to the City Administrator that a past official was able to get for the City. He said it wasn't through a process such as being presented.

Mayor Masters said there are vacancies on the Budget Committee and the Planning Commission. He said notices have been posted and citizens could pick up applications at City Hall or on the website. He said there are citizens interested in the budget. He urged them to pick up applications and be a part of the process. He reminded everyone of the meeting tomorrow night in the pavilion regarding the City's budget. He reminded all of the joint meeting with the Port of Cascade Locks on February 2nd.

Mayor Masters said Cascade Locks has the most reliable electricity in the Gorge. He said this is due to the work being done year round by our crew who works tirelessly. He said our lines were ready and wanted to recognize staff for the hard work they do to make sure the City's lines are clear. He urged citizens to send in suggestions as to what can be done better next time.

Mayor Masters reported that our Fire Department Volunteers also staffed our Fire Department and also sent a crew to Hood River to help them put out a house fire. He thanked the Fire Department Volunteers and Staff.

Mayor Masters reminded all of the meeting at the HRCSD building at 6:30 PM. He asked if there was consensus of Council to write a letter supporting a merger with Corbett School District. Consensus of Council was to hear from HRCSD Superintendent Beck and the Corbett School District Superintendent.

Council discussed holding meetings in the school building also. Council suggested having school superintendents at the February 13th meeting and an action item for approval of a letter of support for a merger on the February 27th meeting.

9. **Other matters:** None.

10. **Executive Session as may be required**: None.

11. **Adjournment: Motion:** CM Helfrich moved, seconded by CM Storm, to adjourn. The motion was passed unanimously by CM's Cramblett, Holmstrom, Helfrich, Lewis, Storm, and Mayor Masters.

Prepared by
Kathy Woosley, City Recorder

APROVED:

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Lance Masters, Mayor

Minutes
Joint City/Port Meeting
February 2, 2012

1. Welcome and Introductions Port Commission President and Mayor: Mayor Masters and Port President Groves called the meeting to order at 7:00 PM and welcomed everyone to Cascade Locks. Council Member's Storm, Lewis, Tom Cramblett, Holmstrom, Mayor Masters and Port Commissioner's Caldwell, Vershuren, Brenda Cramblett, Mohr, and President Groves were present. CM Helfrich was excused. Also present were ICA Koch, Port General Manager Daughtry, Howie Arnett, Ed Manion, Carolyn Meece, Steve Baird, Robert Weinman, Ruby Mason, Lynn Burditt, Angie Brewer, Amanda Hoey, Mary Merrill, Kevin Gorman, David Meriwether, Kristi Bengston, Marianne Bump, Brad Lorang, Anne Holmstrom, Debora Lorang, Dave Palais, Tracy Hupp, Ray Cless, Kate Stuart, Steve Gast, Marilyn Murray, Philip Watness, Richard Randall, Gary Munkhoff, Kayla Carron, McKenna Sullenger, Don Haight, Gyda Haight, Ken Hutton, Pat Albaugh, Timothy Lee, Ken Wittenberg, JoAnn Wittenberg, Rob Brostoff, Martha LaMont, Barry LaMont, Steve Thoren, Linda Peng, Tom Owens, Tiffany Huynh, and Craig Martin.

2. Presentations by Resource People: Presentations were given by Carolyn Meece, Steve Baird, Robert Wyman, Ruby Mason, Lynn Burditt, Angie Brewer, Amanda Hoey, Mary Merrill, Kevin Gorman, Dave Meriwether, Ed Manion and Howie Arnett.

3. Introduction to the Multi-Faceted concept and elements: ICA Koch spoke to the multifaceted economic development approach for Cascade Locks.

4. Quick report on current economic development activities: Port General Manager Daughtry reported on current economic development activities.

5. General discussion and questions: There were questions asked from the audience.

6. Identification of where we go from here:

- Write goals of school and jobs
- Get people to live here
- Destination resort
- Package deals with others
- Encourage others to help with a clean up campaign, city-wide flowers, use of school building.
- Clean up abandoned homes and trailers
- Urban renewal/private development
- Signage
- Raffle government owned land
- Organize to bring jobs
- Port/City Goals – Business involvement and invitation
- Natural Gas
- Partner with the Confederated Tribes of the Warm Springs
- Community Gap Analysis-deficiencies

7. Thank you and adjournment: Port General Manager Daughtry stated that Senator Merkley would be in the Port Pavilion on February 19, 2012 to talk about jobs and economic development and urged citizens to attend.

Motion: CM Lewis moved, seconded by CM Storm, to adjourn the meeting. The meeting was adjourned at 9:23 PM.

Prepared by
Kathy Woosley, City Recorder

APPROVED:

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Lance Masters, Mayor

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Jess Groves, Port President

BLANKET VOUCHER APPROVAL

PAGE NO. 1

DEPARTMENT: CITY OF CASCADE LOCKS
COVER SHEET AND SUMMARY

DATE:	DESCRIPTION:	AMOUNT:
12/31/2011	Special PR	$ 119.38
1/19/2012	Special AP Run	$ 380.00
1/27/2012	Gross Payroll	$ 30,104.90
1/30/2012	End of Month AP Run	$ 109,891.52
	GRAND TOTAL	$ 140,495.80

APPROVAL:

Mayor Masters

Report Criteria:
Report type: GL detail

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
1987	01/12	01/19/2012	75000	600142809D	Refund Customer Deposits	Refund Deposit	5121130	110.52- V
Total 1987:								110.52-
1988	01/12	01/19/2012	75000	6001428DEP	Kandace Templin	Refund Deposit	5121130	110.52
Total 1988:								110.52
1989	01/12	01/19/2012	25100	013112	U.S. POSTAL SERVICE	Annual Permit Fee	0140162030	115.15
1989	01/12	01/19/2012	25100	013112	U.S. POSTAL SERVICE	Annual Permit Fee	0140262030	107.47
1989	01/12	01/19/2012	25100	013112	U.S. POSTAL SERVICE	Annual Permit Fee	2142162030	30.71
1989	01/12	01/19/2012	25100	013112	U.S. POSTAL SERVICE	Annual Permit Fee	3142162030	26.87
1989	01/12	01/19/2012	25100	013112	U.S. POSTAL SERVICE	Annual Permit Fee	4142162030	11.52
1989	01/12	01/19/2012	25100	013112	U.S. POSTAL SERVICE	Annual Permit Fee	5142162030	88.28
Total 1989:								380.00
Grand Totals:								380.00

Report Criteria:
Report type: GL detail

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
1999	01/12	01/31/2012	2470	012712	Bogatay Construction	Refund Overpmt 600130599	9911033	135.75
1999	01/12	01/31/2012	2470	012712	Bogatay Construction	Refund Overpmt 600130699	9911033	97.59
1999	01/12	01/31/2012	2470	012712	Bogatay Construction	Refund, no service installed	9911033	34.53
Total 1999:								267.87
2000	01/12	01/31/2012	2900	365449A	BRYANT PIPE AND SUPPLY	Parts	2140562560	19.38
Total 2000:								19.38
2001	01/12	01/31/2012	3180	1126403-IN	CARSON OIL COMPANY	Bio Diesel for Generator	3140562530	219.79
2001	01/12	01/31/2012	3180	1126404-IN	CARSON OIL COMPANY	Bio Diesel for Generator	3140562530	146.99
Total 2001:								366.78
2002	01/12	01/31/2012	4840	313401451 1	CENTURYLINK	Possible Telemetry	3140562050	112.36
2002	01/12	01/31/2012	4840	313470082 1	CENTURYLINK	City Hall Phones	0140162050	128.26
2002	01/12	01/31/2012	4840	313470082 1	CENTURYLINK	City Hall Phones	2142162050	171.45
2002	01/12	01/31/2012	4840	313470082 1	CENTURYLINK	City Hall Phones	3142162050	82.55
2002	01/12	01/31/2012	4840	313470082 1	CENTURYLINK	City Hall Phones	4142162050	63.50
2002	01/12	01/31/2012	4840	313470082 1	CENTURYLINK	City Hall Phones	5142162050	127.00
2002	01/12	01/31/2012	4840	313785538 1	CENTURYLINK	Sewer	2140562050	224.47
2002	01/12	01/31/2012	4840	313891134 1	CENTURYLINK	City Hall Phones	0140162050	5.08
2002	01/12	01/31/2012	4840	313891134 1	CENTURYLINK	City Hall Phones	2142162050	6.79
2002	01/12	01/31/2012	4840	313891134 1	CENTURYLINK	City Hall Phones	3142162050	3.27
2002	01/12	01/31/2012	4840	313891134 1	CENTURYLINK	City Hall Phones	4142162050	2.51
2002	01/12	01/31/2012	4840	313891134 1	CENTURYLINK	City Hall Phones	4142162050	.02-
2002	01/12	01/31/2012	4840	313891134 1	CENTURYLINK	Emergency After Hours	5140562050	26.27
2002	01/12	01/31/2012	4840	313891134 1	CENTURYLINK	Emergency After Hours	5140662050	17.51
2002	01/12	01/31/2012	4840	313891134 1	CENTURYLINK	City Hall Phones	5142162050	5.03
2002	01/12	01/31/2012	4840	314228414 1	CENTURYLINK	Lift Station	3140562050	34.99
Total 2002:								1,011.02
2003	01/12	01/31/2012	4841	320153997 1	CETURYLINK COMMUNICATIONS, INC	Business Anytime	2140562050	6.75

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 2003:								6.75
2004	01/12	01/31/2012	6300	128503	COLUMBIA HARDWARE, LLC	wire/caulk	5140562770	14.66
2004	01/12	01/31/2012	6300	A1285	COLUMBIA HARDWARE, LLC	gloves	5140562770	17.29
2004	01/12	01/31/2012	6300	A1321	COLUMBIA HARDWARE, LLC	misc parts	5140562770	.50
2004	01/12	01/31/2012	6300	A1895	COLUMBIA HARDWARE, LLC	lumber, parts	2140562560	291.93
2004	01/12	01/31/2012	6300	B1336	COLUMBIA HARDWARE, LLC	key, airfilter	0140462520	12.42
2004	01/12	01/31/2012	6300	B1336	COLUMBIA HARDWARE, LLC	Dremel, staples	2140562560	41.54
2004	01/12	01/31/2012	6300	B1895	COLUMBIA HARDWARE, LLC	keys	2140562560	23.88
2004	01/12	01/31/2012	6300	B2132	COLUMBIA HARDWARE, LLC	pipe and fittings	1740562520	24.35
Total 2004:								426.57
2005	01/12	01/31/2012	7125	XFMW96XW	DELL MARKETING L.P.	Server	5640563941	4,328.87
Total 2005:								4,328.87
2006	01/12	01/31/2012	7200	WQ12DOM-0	DEPT. OF ENVIRONMENTAL QUALITY	Water Quality Permit	3140562860	2,021.00
Total 2006:								2,021.00
2007	01/12	01/31/2012	7450	8255-9217 1/	DISH NETWORK	Programming	4140562740	400.00
Total 2007:								400.00
2008	01/12	01/31/2012	9105	ORHOD2502	FASTENAL	Misc Inventory	2140562560	46.28
2008	01/12	01/31/2012	9105	ORHOD2502	FASTENAL	Misc Inventory	3140562560	46.27
Total 2008:								92.55
2009	01/12	01/31/2012	9700	1138112	GENERAL PACIFIC INC.	Wire	5140562770	393.50
2009	01/12	01/31/2012	9700	1138618	GENERAL PACIFIC INC.	Splice	5140562770	469.00
Total 2009:								862.50
2010	01/12	01/31/2012	12585	4030340	HD Supply Waterworks, LTD.	Pipe	2140562560	54.94
Total 2010:								54.94

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
2011	01/12	01/31/2012	11400	5942	HOOD RIVER CO. - FINANCE	December Deputy Service	0141962250	7,021.50
Total 2011:								7,021.50
2012	01/12	01/31/2012	12475	K99546	HOOD RIVER SUPPLY ASSOC.	Padlocks	2140562560	19.99
Total 2012:								19.99
2013	01/12	01/31/2012	12700	012012	HUPP JR., TRACY N.	Reimburse Mileage	5140562020	45.90
2013	01/12	01/31/2012	12700	012012	HUPP JR., TRACY N.	Batteries	5140562770	21.09
2013	01/12	01/31/2012	12700	012012	HUPP JR., TRACY N.	Reimburse for meals	5140562770	17.00
2013	01/12	01/31/2012	12700	012012	HUPP JR., TRACY N.	Batteries	5140662770	21.08
Total 2013:								105.07
2014	01/12	01/31/2012	13000	012012	IIMC	Partial Conference Registration	0140162020	148.81
2014	01/12	01/31/2012	13000	012012	IIMC	Partial Conference Registration	2142162020	43.58
2014	01/12	01/31/2012	13000	012012	IIMC	Partial Conference Registration	3142162020	30.82
2014	01/12	01/31/2012	13000	012012	IIMC	Partial Conference Registration	4142162020	4.25
2014	01/12	01/31/2012	13000	012012	IIMC	Partial Conference Registration	5142162020	127.54
Total 2014:								355.00
2015	01/12	01/31/2012	13360	80044	JORDAN SCHRADER, ATTORNEYS AT	Response to Audit Request	0140162100	35.00
2015	01/12	01/31/2012	13360	80044	JORDAN SCHRADER, ATTORNEYS AT	Response to Audit Request	0140262100	8.00
2015	01/12	01/31/2012	13360	80044	JORDAN SCHRADER, ATTORNEYS AT	Response to Audit Request	0542162100	1.00
2015	01/12	01/31/2012	13360	80044	JORDAN SCHRADER, ATTORNEYS AT	Response to Audit Request	2142162100	11.00
2015	01/12	01/31/2012	13360	80044	JORDAN SCHRADER, ATTORNEYS AT	Response to Audit Request	3142162100	19.00
2015	01/12	01/31/2012	13360	80044	JORDAN SCHRADER, ATTORNEYS AT	Response to Audit Request	4142162100	3.00
2015	01/12	01/31/2012	13360	80044	JORDAN SCHRADER, ATTORNEYS AT	Response to Audit Request	5142162100	56.00
Total 2015:								133.00
2016	01/12	01/31/2012	13450	3111	Kinetic Media, Inc.	Quarterly Web Hosting	0840562160	60.00
Total 2016:								60.00
2017	01/12	01/31/2012	14700	011312	MARIANNE BUMP/PETTY CASH	Postage - Abmulance Billing	0540562055	10.10

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 2017:								10.10
2018	01/12	01/31/2012	17060	ME107326	ODOT-FUEL SALES	Fuel	0140162020	8.61
2018	01/12	01/31/2012	17060	ME107326	ODOT-FUEL SALES	Fuel	0340562530	296.19
2018	01/12	01/31/2012	17060	ME107326	ODOT-FUEL SALES	Fuel	0540562420	490.91
2018	01/12	01/31/2012	17060	ME107326	ODOT-FUEL SALES	Fuel	2140562530	42.67
2018	01/12	01/31/2012	17060	ME107326	ODOT-FUEL SALES	Fuel	2142162020	2.53
2018	01/12	01/31/2012	17060	ME107326	ODOT-FUEL SALES	Fuel	3140562530	345.42
2018	01/12	01/31/2012	17060	ME107326	ODOT-FUEL SALES	Fuel	3142162020	1.79
2018	01/12	01/31/2012	17060	ME107326	ODOT-FUEL SALES	Fuel	4142162020	.25
2018	01/12	01/31/2012	17060	ME107326	ODOT-FUEL SALES	Fuel	5140562200	782.84
2018	01/12	01/31/2012	17060	ME107326	ODOT-FUEL SALES	Fuel	5140662200	782.84
2018	01/12	01/31/2012	17060	ME107326	ODOT-FUEL SALES	Fuel	5142162020	7.39
Total 2018:								2,761.44
2019	01/12	01/31/2012	17300	53321	OPERATIONS MANAGEMENT INTERN	Feb 2012 Services	3140562700	6,793.92
Total 2019:								6,793.92
2020	01/12	01/31/2012	20561	10024617-10	PAGEONE NORTHWEST	Airtime Service Fee/Paging Service	5140562110	89.35
2020	01/12	01/31/2012	20561	10024617-10	PAGEONE NORTHWEST	Airtime Service Fee/Paging Service	5140662110	89.35
2020	01/12	01/31/2012	20561	10024617-10	PAGEONE NORTHWEST	Airtime Service Fee/Paging Service	5140662110	1.00
Total 2020:								179.70
2021	01/12	01/31/2012	20600	122911	PECK, KAREN	Reimburse for Materials	0140962024	12.41
Total 2021:								12.41
2022	01/12	01/31/2012	26350	1	Thomas E. Coleman, P.E.	WWTP Site Visit	3140562110	1,179.84
2022	01/12	01/31/2012	26350	2	Thomas E. Coleman, P.E.	Tech Memo	3140562110	1,840.00
Total 2022:								3,019.84
2023	01/12	01/31/2012	75000	301785103D	Troy Chambliss	Refund Deposit	5121130	285.48
Total 2023:								285.48

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount	
2024	01/12	01/31/2012	16715	801101	TWGW, INC NAPA AUTO PARTS	ATF Plus	5140562201	22.76	
2024	01/12	01/31/2012	16715	801101	TWGW, INC NAPA AUTO PARTS	support	5140562770	25.87	
2024	01/12	01/31/2012	16715	802812	TWGW, INC NAPA AUTO PARTS	O2 Sensor	5140562201	36.72	
2024	01/12	01/31/2012	16715	802812	TWGW, INC NAPA AUTO PARTS	O2 Sensor	5140662201	36.72	
2024	01/12	01/31/2012	16715	803180	TWGW, INC NAPA AUTO PARTS	Socket	5140562201	62.90	
2024	01/12	01/31/2012	16715	803181	TWGW, INC NAPA AUTO PARTS	Bulbs	5140662201	35.82	
Total 2024:								220.79	
2025	01/12	01/31/2012	25100	UBS 1/2012	U.S. POSTAL SERVICE	UB Postage	0542162055	2.40	
2025	01/12	01/31/2012	25100	UBS 1/2012	U.S. POSTAL SERVICE	UB Postage	2142162055	24.04	
2025	01/12	01/31/2012	25100	UBS 1/2012	U.S. POSTAL SERVICE	UB Postage	3142162055	38.47	
2025	01/12	01/31/2012	25100	UBS 1/2012	U.S. POSTAL SERVICE	UB Postage	4142162055	14.42	
2025	01/12	01/31/2012	25100	UBS 1/2012	U.S. POSTAL SERVICE	UB Postage	5142162055	161.07	
Total 2025:								240.40	
2026	01/12	01/31/2012	26600	012712	WINNETT, LAWRENCE EDWARD	Head End Work	4140562570	500.00	
Total 2026:								500.00	
1311201	01/12	01/30/2012	24700	1-536-0206-1	U S BANK	Bank Fees	0140162110	60.76	M
1311201	01/12	01/30/2012	24700	1-536-0206-1	U S BANK	Bank Fees	0542162110	3.57	M
1311201	01/12	01/30/2012	24700	1-536-0206-1	U S BANK	Bank Fees	2142162110	14.27	M
1311201	01/12	01/30/2012	24700	1-536-0206-1	U S BANK	Bank Fees	3142162110	16.67	M
1311201	01/12	01/30/2012	24700	1-536-0206-1	U S BANK	Bank Fees	4142162110	1.93	M
1311201	01/12	01/30/2012	24700	1-536-0206-1	U S BANK	Bank Fees	5142162110	125.46	M
1311201	01/12	01/30/2012	24700	1-536-0206-1	U S BANK	Bank Fees	5142162110	.01-	M
Total 1311201:								222.65	
1311202	01/12	01/30/2012	2601	DEC11-PWR	BPA	Power Bill	5140562820	52,892.00	M
1311202	01/12	01/30/2012	2601	DEC11-PWR	BPA	Power Bill	5140662820	8,838.00	M
Total 1311202:								61,730.00	
1311203	01/12	01/30/2012	2601	FRV11-TRN0	BPA	Transmission Bill	5140562821	10,491.00	M
1311203	01/12	01/30/2012	2601	FRV11-TRN0	BPA	Transmission Bill	5140662821	1,753.00	M

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount	
Total 1311203:								12,244.00	
1311204	01/12	01/30/2012	16190	11120898	NATIONAL CABLE TELEVISION COOP.	Programming	4140562740	4,118.00	M
Total 1311204:								4,118.00	
Grand Totals:								109,891.52	

M = Manual Check, V = Void Check

AGENDA ITEM NO 3F

STAFF REPORT

Date Prepared: January 30, 2012

For City Council Meeting on: February 13, 2012

TO: Honorable Mayor and City Council

PREPARED BY: Paul Koch, Interim City Administrator PK

APPROVED BY: N/A

SUBJECT: Appointing City Council members to the Economic Development Sub-Committee and adopting changes in the Job Description

SYNOPSIS: Creation of a City Council sub-committee on Economic development has been discussed on several occasions over the past few months. On January 19, 2012, City Council approved the job description for this sub-committee. The Mayor was tasked with developing a list of City Council members to appoint to this Sub-Committee. Additionally, following formal action by the City Council to approve the Job Description, it was discovered that in two places, specific company names were included. The name of the firm has been removed from the job description.

This issue comes before City Council at this time for discussion and action.

CITY COUNCIL OPTIONS: The City Council has the following options at this time.

a. Take no action.
b. Postpone action to a future date.
c. Take other action desired by City Council.
d. Change direction and do not appoint members to the sub-committee.

RECOMMENDATION: That City Council approve the appointments offered by the Mayor for participation in the City Council Sub-Committee on Economic Development and that the adjusted Job Description be approved as submitted.

Legal Review and Opinion: None.

Financial review and status: There is no cost to the City at this time other than staff time and some limited supplies.

BACKGROUND INFORMATION:

1. The revised job description for this Sub-Committee is attached for City Council consideration and approval.

2. On February 2, 2012, both the Port Commission and City Council met in joint session to discuss economic development and job creation in Cascade Locks.

3. It is very important for the City Council to begin to be more active and involved in the economic development of the community.

City of Cascade Locks, Oregon
Job Description
City Council Sub-Committee
Approved January 23, 2012

APPROVED
JOB DESCRIPTION

CITY COUNCIL SUB-COMMITTEE
ECONOMIC DEVELOPMENT

Purpose: This City Council sub-committee is created to provide City Council assistance and guidance for the economic development, job creation and enhanced value of the community. This Council Sub-Committee is tasked with the responsibility to work with the Port, local citizens, the Downtown Revitalization Steering Committee and others to significantly enhance the economy of the local community.

Membership: This City Council Sub-Committee shall be made up of three members of the City Council. Appointments will be made by motion by the City Council. Attendance by two members of the Sub-Committee will provide that business and decisions can be made.

General Description of Duties: This City Council Sub-Committee shall carry out the following duties.

1. Assist, facilitate and provide leadership for strengthening the economy of the community.
2. Represent the views of the City Council on any matter dealing with economic development, creating local jobs and adding value locally.
3. Work with staff and or consultants to develop proposed policy, programs and procedures that will ensure the long term economic survival of the community.
4. Assist staff in the development of the proposed budget for economic development.
5. Meet regularly with staff and carry recommendations to the full City Council on matters dealing with economic development, job creation and long term community survival.
6. Serve as the City Council liaison with community efforts to enhance the local economy.
7. Communicate issues and concerns from the community to the full City Council.
8. Other matters and assignments as may be requested by the City Council.
9. Keep the full City Council informed of the activities and progress of the Sub-Committee.
10. Work directly with the Port, its staff, consultants and community members to facilitate the implementation of proposals that create opportunity and jobs for the community.
11. Work with, assist and facilitate the revitalization of the downtown core area.

How success will be measured:

1. **A downtown revitalization effort will be started leading to more successful local businesses.**
2. **There will be more jobs for local citizens.**
3. **Added value and utility customers will have been added.**

AGENDA ITEM NO 5a

STAFF REPORT

Date Prepared: February 7, 2012

For City Council Meeting on: February 13, 2012

TO: Honorable Mayor and City Council

PREPARED BY: Paul Koch, Interim City Administrator PK

SUBJECT: Adopting City Council Priorities for the development of the 2012-13 Budget

SYNOPSIS: The City Council met on February 11 with City Boards, Commissions and Committees and City Staff to discuss and begin to create budget priorities for the 2012-13 budget year. The February 11th meeting should have developed the proposed priorities and those will be carried into the February 13th City Council meeting.

If developed, the priorities will be reviewed and adopted at the February 13th City Council meeting.

CITY COUNCIL OPTIONS: The City Council has the following options regarding this matter.

A. Approve the priorities as developed and presented.
B. Postpone action and discussion of this issue to a later date.
C. Modify or adjust the proposed priorities.
D. Take other action as desired by the City Council

RECOMMENDATION: That City Council, by motion, adopt priorities for the development of the 2012-13 budget.

Legal Review and Opinion: None.

Financial review and status: None.

BACKGROUND INFORMATION:

1. The budget meeting held on Saturday February 11 was held to begin to identify budget priorities for the coming year.

AGENDA ITEM NO 5b.

STAFF REPORT

Date Prepared: February 7, 2012

For City Council Meeting on: February 13, 2012

TO: Honorable Mayor and City Council

PREPARED BY: Paul Koch, Interim City Administrator PK

APPROVED BY: N/A

SUBJECT: Authorizing an RFQ for an electric rate study linked with Tier 2 and economic development

SYNOPSIS: The City Council has discussed the issue of Tier 2 rates and the need to complete a comprehensive rate study in order to adequately create the rates necessary to operate and maintain quality electric service within the community. In establishing the City Council priorities, an electric rate study linked with Tier 2 rates is included in Priority Two Finance. Additionally, this study is critical to the economic development of the community. It is anticipated that the rate study will cost between $40,000 and $50,000 with a potential for cost sharing with the Port of Cascade Locks. This RFQ is written to encourage qualified firms willing to meet with the City and create a scope of work that meets city and community needs for an updated rate structure, the creation of Tier 2 rates as well as new suggestions for the creation of highly competitive rates that encourage economic development.

The draft RFQ was reviewed and discussed prior to City Council being asked to take formal action. This matter comes to City Council at this time for formal action and approval.

CITY COUNCIL OPTIONS: The City Council has the following options.

1. Adopt the proposed RFQ as recommended.
2. Make changes in the RFQ as desired.
3. Postpone action on this matter for a later time.
4. Take other action desired by the City Council.

RECOMMENDATION: That City Council, by motion authorize the RFQ for electric utility rates and direct staff to seek firms to work with the City to compete the rate study.

Legal Review and Opinion: N/A

Financial review and status: The cost of this study is estimated to be between $40,000 and $50,000. Funds for this study and recommendations would come from the City Light Expenditures Budget, System Evaluation Studies which has an approved budget amount of $40,000. It is anticipated that other partners can assist the City in paying for this study.

BACKGROUND INFORMATION:

1. A copy of the proposed RFQ is attached for City Council information.

2. The RFQ is designed in such a way as to encourage firms willing to meet with and work with the City and its partner(s) to fully design the scope of work for the project. This approach will provide maximum City control over the direction of the project as well as provide for creation of strategies that could lead to more competitive rates as a rate structure that would facilitate economic development.

3. There are other aspects of the City's electric operation that will be looked at under the direction of this study. The need to purchase or build future sub-stations, creation of competitive rates that foster local job creation and economic development as well as alternative energy concepts.

4. The planned process calls for firms to submit responses to the RFQ by March 16, 2012. Then for staff to review the RFQ's and for Council and other selected partners to select a firm and negotiate a final scope of work.

February 2, 2012

Proposed: RFQ FOR ELECTRIC RATE STUDY

The City of Cascade Locks, Oregon in partnership with the Port of Cascade Locks invites all qualified individuals and firms to submit qualifications, proposals and experience in providing rural community electric rate studies and recommendations. This is a contract relationship and the City Council desires to seek proposals for completing this work and to help in determining the cost for this study and recommendations. The City intends to retain a firm committed to work with the City and its partners in determining appropriate rates, Tier 2 relationships and strategies to encourage economic development.

Estimated Cost for Services: The costs for this rate study and recommendations will be determined as a result of proposals submitted by interested firms. The estimated and projected cost to do this work should be included in the response submitted to this RFQ. The estimated cost to complete this assignment will be considered by City Council in making its selection decision.

Who will pay for this study: The City of Cascade Locks will pay for the cost of this study and its recommendations. The basis for the contract cost will be the submitted proposal and its connection for achieving the desired and recommended rate structure as determined by the City Council.

Work to be done: It is the intent of the City that the following work be completed under the terms of the contract. (Scope of work)

1. Develop background data and identify the project goals and objectives in collaboration with the City and any of its partners.

2. Forecast revenue requirements for the future and allocate costs to customers in a cost of service analysis.

3. Research, study and analyze existing utility rates and recommend changes as required to meet long term needs and economic development requirements of the community. Examine the current rate schedule for adequacy and design rate options for each customer class and schedule.

4. Calculate the current and projected power supply costs based on current customers And operations. Incorporate tiered BPA rates, tier 2 power costs and transmission and ancillary costs as a part of this study.

5. Research study and assist the City determine the appropriate Tier Two rate to charge. Assist the City in determing the long range facility and generating options as well as facility needs, purchases and other options. Help determine what facilities if any the City should acquire, purchase or build to enhance the electric system.

6. Educate, inform and assist the City Council to better understand electric operations, rates and rate setting.

7. In general assist the City and its partners develop rate and charges that facilitate long term economic development and potentially highly competitive rates.

Qualifications: To be considered, candidates or firms must possess the following qualifications and or experience.

1. Experience and sensitivity to the unique needs and potential of rural communities.
2. Have qualified professional staff with Bachelors and / or Masters Degree from an accredited four year university.
3. At least 5 years experience working successfully with rate analysis and setting.
4. Have successful experience in completing municipal rate studies and making recommendations.
5. Be familiar with the BPA system, economic development implications and other factors of importance to community livability and electric system operations and long term community viability.
6. Be willing to challenge existing assumptions that do not add value or benefit small rural communities.
7. Be willing to travel to the community to assist in successfully completing this project.
8. Make periodic presentations to both City Council and the community to help advance public understanding and acceptance of needs, necessary changes and alterations to the current situation.
9. Be willing to take this unique approach to rate and charges and assist the community develop a system that encourages economic development.

Obligations of the City: The City may provide office space, office furniture and the use of standard office equipment while working on this City assignment. The City will also cover the cost of postage, printing and other supplies necessary to the completion of this project. In addition, the City will be responsible to provide all necessary and required background information as the selected consultant may need to complete this project.

Obligations of the Consultant: The selected consultant shall be responsible for providing all payroll taxes, salaries, workers compensation and any other employees directly needed to complete assignments provided by the city. All off-site facilities shall be the full responsibility of the consultant.

Evaluation: Proposals will be evaluated on the basis of consultant experience, successful work in rural communities, sensitivity to Cascade Locks location within the Columbia River Gorge and cost per hour. Knowledge of the BPA system, experience in other similar communities and innovation will also be used as selection criteria. Experience or willingness to design the scope of work in partnership with the City.

Submittals: Firms or individuals interested in applying to provide this service should apply to the Interim City Administrator no later than March 16, 2012 The City plans to begin the contract work in April 2012.

Submittals should include the steps to be undertaken in this study, dates and expected results. At least the following elements of work should be included in the response to this RFQ:

1. The steps, due dates and expected results of each element of this study.
2. Proposed costs and project budget for each element proposed by the consultant.
3. A list of all background information and data necessary to completion of the project.
4. A statement by the consultant expressing willingness to work with the City, Port of Cascade Locks and others in completing this project.

EXPECTED RESULT: The City expects to receive a set of recommendations dealing with proposed rates for all classes of customers and factoring into the rate structure the impact of Tier 2 and suggestions for a rate strategy that encourages and facilitates economic development.

Additional Information: The City last increased its utility rates in 2006. In 2008, through a citizen initiative, the City is now required to seek a vote of the community in order to increase any rates for service. Additional information on the community can be accessed through the City web page at www.cityofcascadelocks.or.us

Current Situation:

Currently the community is working with a new company desiring to locate in town that will create 50 jobs. Additional economic development opportunities are constantly being looked at and the City is unsure of the full impact of Tier 2 on the rates. Current rates are reported to be high and the City desires to determine new approaches and strategies.

For additional Information contact:

Paul Koch
Interim City Manager
City of Cascade Locks, Oregon
541-374-8484
pkoch@cascade-locks.or.us

AGENDA ITEM NO 5C

STAFF REPORT

Date Prepared: February 6, 2012

For City Council Meeting on: February 13, 2012

TO: Honorable Mayor and City Council

PREPARED BY: Tracy Hupp, Electric Department Supt. TH

APPROVED BY: Paul Koch, Interim City Administrator PK

SUBJECT: Authorizing the purchase of a new Bucket Truck

SYNOPSIS: The current city owned bucket truck has been in use for 14 years. In the approved budget for the Electric Department, funding was set aside to purchase a new "digger derrick". Following a second review of needs within the department, it has been determined that a bucket truck is of much higher need, especially given the age and condition of the current bucket truck. In December 2011, staff briefed City Council on the need for a new bucket truck and the direction given by City Council was to proceed.

During the intervening time period, the City has joined (at no cost to the City) the National Joint Powers Alliance (NJPA), which allows the City to purchase large equipment through a purchasing co-op. The NJPA is used by over 200 local and state governments, many in Oregon as a way to save money. The State of Oregon, City of Portland and many others also use this service.

The current bucket truck has problems including but not limited to: The outrigger cylinders need some attention. Starter issues including worn flywheel, tires, brakes, injectors causing low power, the front seal is causing front belt problems, the rear seal leaks too. The mechanical portion of the Booms need rebuilt (approximate cost $40,000) for safety (recommended done every 5 yrs, although we stretched the first one to 7 and are now starting the 14th year of the truck.) The Fiberglass needs redone as we did not do that in the first rebuild. Some of these things we have just been living with as the new truck has been budgeted for and we would just as soon spend the money there. The truck is 14 years old. We need a very reliable truck as it is our only truck of this kind. The cost to repair and upgrade the current bucket truck to be safe and operate effectively is not justifiable given the age of the vehicle.

This issue was discussed previously with City Council in a work session and staff is proceeding in the direction approved by City Council.

This issue comes to City Council at this time for formal action.

CITY COUNCIL OPTIONS: City Council has the following options available at this time.

1. Approve the purchase as recommended.
2. Do not approve the purchase.
3. Take other action as desired by the City Council.

RECOMMENDATION: That City Council, by motion, approve the purchase of a new bucket truck in an amount not to exceed $ 225,000 and authorize the purchase through the NJPA. Funds to come from the Capital Reserve Account.

Legal Opinion: N/A.

Financial review and status: Funds for this purchase will come from the Capital Reserve Fund. There is $ 682,000 identified for Electric Department in the fund. The balance after this expenditure will be $ 457,000.

Background Information:

1. A copy of the specifications for the truck is available in Tracy's office should City Council want to see them.

2. We use this vehicle every day. It is built with the power line business in mind for doing very special tasks. We can work and hold on to energized 15,000 volt lines and do maintenance with it while the lines are hot. It is safety regulated so we can work safely while doing such work. It has the capability of lifting and lowing pole mounted transformers to install and take down while in the bucket. We can also use the tip mounted jib for other heavy loads to ensure personnel safety. It is equipped with a power take up reel for rolling wire and a capstan for pulling wire through conduit. The model we are purchasing has a shop on east Sandy Blvd for easy access for any unseen future repairs. The chassis is from International that is located close in Portland too. All of our department employees are qualified with CDLs to drive and use this truck.

AGENDA ITEM NO 5d

STAFF REPORT

Date Prepared: February 2, 2012

For City Council Meeting on: February 13, 2012

TO: Honorable Mayor and City Council

PREPARED BY: Paul Koch, Interim City Administrator PK

SUBJECT: Recommendation from the City Tourism Committee regarding a grant to support CGRA sailing events

SYNOPSIS: The approved City 2011-12 budget includes $8,000 for Special Promotions. The intent of this dollar amount was to continue to fund the Columbia Gorge Racing Association for 48 days of events along the community's riverfront. The City has been funding the CGRA since the 2008 budget year for the same amount. It is the purpose of this event to bring participants, families and other visitors to town to take advantage of local motels, restaurants and other businesses. The Tourism Committee is coming to City Council recommending approval of the grant request for the 2012 season.

This issue comes before City Council for action at this time.

CITY COUNCIL OPTIONS: The City Council has the following options regarding this matter.

A. Approve the recommendations as presented.
B. Postpone action and discussion of this issue to a later date.
C. Deny the request and recommendations.
D. Other action as determined by the City Council.

RECOMMENDATION: That the City Council, by motion, approve the recommendation of the Tourism Committee and granting $8,000 to the CGRA for events to be held in town during the 2012 season.

Legal Review and Opinion: None.

Financial review and status: The City, through recommendations from the Tourism Committee has funded this grant since 2008 for the same amount - $8,000. The funds come from the 30% of the TRT allocated by the City in the budget for the Tourism Program. The grant comes from the $38,500 or the 30% approved by policy. The more income that can be generated for tourism means more funding for the City's general fund.

BACKGROUND INFORMATION:

1. The Columbia Gorge Racing Association has hosted events over the last several years – from Performance Clinics to National Professional and Collegiate Championships. The 2012 season, 48 DAYS of sailing, is estimated to bring nearly a thousand participants and their families to the Gorge from all over the world. Many of these events will be over night and week end, leading to people staying in local motels, camp grounds and eating meals in local restaurants.

2. This grant recommendation complies with the program established in the approved 2011-12 budget.

3. There is local business support for this event and letters so stating have been attached.

4. The Tourism Committee took formal action at the January 23 meeting regarding this matter.

Bridge Of The Gods Motel, RV & Cabins
Roger D Hicks
630 WaNaPa, P.O. Box 173
Cascade Locks OR 97014

October 1, 2011

To Whom It May Concern:

The sail boaters that came in this year brought a substantial amount of revenue to my motel.

I would be supportive of them returning again in the future.

They were polite and paid full price to rent our rooms, houses and cabins that we provided for them.

If you have any questions or concerns please don't hesitate to contact me.

Sincerely,

Roger D. Hicks
661-703-2838

11.6.11

To whom it may concern:

We at Charburger have really appreciated what the tourism industry has done for Cascade Locks. It has been a great booster for sales in many of the businesses in the area, and our restaurant has definitely benefited greatly from it as well. We look forward to being able to serve many more people through this tourism in the future.

Sincerely,

Stephanie Bausch

Stephanie Bausch
Restaurant Manager

Jeff & Connie Ganz, owners

500 Wanapa Street
P.O. Box 388
Cascade Locks, OR 97014

541-374-9310

October 3, 2011

City of Cascade Locks
Att: City Council / Tourism Committee

As you consider future tourism committee budgets, I would like to voice my support for the CGRA and the sailing community in Cascade Locks. The pub's income is significantly enriched each summer by the CGRA events that attract participants, residents, and tourists.

Thank you for your consideration.

Connie Ganz

Dec. 15, 2011

Cascade Locks
City Council members

I am writing to encourage the City to continue to support the Columbia Gorge Racing Association. The small amount of financial support that the Tourism Committee has been giving to this sailing association comes back to this community many times over. CGRA is a non-profit all volunteer group that not only bring hundreds of competitive sailors to our community by hosting sailing regattas from spring through fall, they also bring to our town world class sailing coaches, judges and support crew whom stay in our area lodging and camping facilities and patronize our restaurants, gas stations and grocery store. The price that we pay for the services that CGRA provides to our town with their marketing efforts and hours of volunteer time is mere pennies per hour. Not to mention the ESPN television coverage of the collegiate nationals last May. Because, I was also a member of the tourism committee; I am aware of the complexity of hosting tourist events. CGRA currently hosts over 20 multiple day sailing events! CGRA has given Cascade Locks world recognition as one of the best places in the world to sail, second only to Lake Garda, Italy. In addition to hosting many world and national level regattas, CGRA have also developed a youth learn to sail program that many of our local kids have participated in. This program includes free sailing for the community every Thursday evening during the summer sailing season.

As a business owner who contributes to the transient room tax collected, I cannot think of a better way to spend these tax dollars. Since I collect these taxes for the City I'm aware of the benefits of sailing. If our business did not have sailors staying with us we would have to close our doors. Sailing helps us by occupying rooms mid-week when rooms are hard to rent. Many regattas are multiple day events which also use local restaurants and caterers for dinners and lunches. Our businesses rely heavily on CGRA to host these sailing events. The Lorang art gallery has also benefited from selling trophies to the sailors.

I feel that the Tourism committee has done a good job of using their 30% of the transient tax funds to the betterment of the City as a whole. This is proven by the increase in transient tax dollars received by the City from tourists. CGRA continues to grow and expand these sailing events which include two world events in the near future. As a budget committee member I am aware of the financial constraints that our City is dealing with, not unlike the rest of the nation. Continuing to financially support CGRA makes good financial sense for our community. These tax dollars are restricted to promote tourism through marketing, tourist events and tourist related facilities. Thank you for your continued support to make Cascade Locks the best sailing destination in the world.

Sincerely,

Darlene Sullenger

Darlene Sullenger

AGENDA ITEM NO 5e

STAFF REPORT

Date Prepared: February 6, 2012

For City Council Meeting on: February 13, 2012

TO: Honorable Mayor and City Council

PREPARED BY: Paul Koch, Interim City Administrator PK

APPROVED BY: N/A

SUBJECT: Authorizing an appraisal for the old fire station

SYNOPSIS: City Council has previously discussed the need to get an updated appraisal for the Old fire Station in order to assist in determining the best strategy to deal with this City owned facility. Determining the best use of the Old Fire Station is the top work element in the City Council's priority two, Finance adopted on December 12, 2012. It has been stated by Council that in order to best determine the future of this facility, an updated appraisal would be needed.

The City has an appraisal dated May of 2007 that identified the value of the property at $160,000 for the Fire Station and $70,000 for the park property. The City has received a couple of proposals to purchase the property, but apparently none of them have materialized. The last proposal came in October of 2011. Additionally, the City has one report that analyzes the condition of the building. That analysis identifies a number of problems with the structure that would need to be resolved if the existing structure were to be used.

Staff has contacted 4 potential firms but only one firm submitted a proposal to complete the appraisal.

This matter comes to City Council at this time for formal action.

CITY COUNCIL OPTIONS: The City Council has the following options.

1. Approve the contract for the appraisal as recommended.
2. Postpone any action on this matter for a later date.
3. Do not proceed with the appraisal.
4. Other action as may be desired by City Council.

RECOMMENDATION: That City Council, by motion, authorize an appraisal of the Old Fire Station and the adjacent property by Integra Realty Resources in an amount not to exceed $3,400 and authorize the Mayor to sign the contract.

Legal Review and Opinion: N/A

Financial review and status: The cost of the proposed appraisal is $3,400. Staff is in the process of determing where funds will come from to pay for this work and will report at the City Council meeting.

BACKGROUND INFORMATION:

1. A copy of the proposal submitted by Integra is attached for City Council information.

2. An offer was received in 2010 for $250,000 and this offer triggered Council to desire to have an updated appraisal.

3. The building analysis by an architect has identified a number of issues that would need to be repaired or fixed should the current structure be used. The building is rated as being in "fair condition" and has problems with the electrical system, cracks in the chimney, a tilting wall and other smaller issues.

4. In January of 2012 the City's insurance carrier (CIS) completed its analysis of all City buildings and facilities. That report identified the total insurable replacement cost of the Old Fire Station as $557,685 with an actual cash value of $279,100.

INTEGRA Realty Resources
PORTLAND
Local Expertise...Nationally

December 19, 2011

Mr. Paul Koch
Interim City Administrator
City of Cascade Locks
140 SW WaNaPa
P.O. Box 308
Cascade Locks, OR 97014

SUBJECT: Proposal for Valuation and Consulting Services
505 WaNaPa St.
Cascade Locks, OR 97014

Dear Mr. Koch:

Upon your acceptance of this letter agreement, Integra Realty Resources – Portland, will prepare an appraisal of the above referenced property.

The purpose of the appraisal is to provide an opinion of the market value of the fee simple interest in the real estate. The intended use of the report is for asset evaluation. The appraisal will be prepared in conformance with and subject to, the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute and the *Uniform Standards of Professional Appraisal Practice* (USPAP) developed by the Appraisal Standards Board of the Appraisal Foundation.

The appraisal will be communicated in a Summary reporting format, and three copies will be provided. We will complete the work in four weeks from when we are authorized to proceed.

The fee for the assignment will be $3,400 and the fee will be due and payable within 30 days of the delivery of the reports. It is understood that simple interest of 15% per annum will accrue on any unpaid balance for compensation due, subject to reduction pursuant to any applicable usury law. We shall also be entitled to recover our costs (including attorneys' fees), associated with collecting any amounts owed or otherwise incurred in connection with this assignment. If the assignment is cancelled by either party prior to completion, you agree to pay us for all our expenses and our time to date based upon the percentage of work completed. Upon default, we shall be permitted to file a lien against the subject property for any amounts owed pursuant to this engagement.

If you are in agreement with the terms set forth in this letter and wish us to proceed with the engagement, please sign below and return one copy to us. Thank you for this opportunity to be of service and we look forward to working with you.

Sincerely,

INTEGRA REALTY RESOURCES – PORTLAND

Donald L. Singer, CRE, FRICS, MAI
Assistant Managing Director

AGREED & ACCEPTED THIS _____ DAY OF _____, 2011

Paul Koch, City of Cascade Locks

BY:_____
AUTHORIZED SIGNATURE

_____
NAME (PRINT)

Does your home need repairs?

Hood River County

and the

Mid Columbia Housing Resource Center

are accepting new applications for the

Hood River Home Repair Program.

This program will provide ***no interest, deferred payment loans*** up to $30,000 for low to moderate income homeowners to make needed health and safety repairs to their homes using local contractors.

The home repaired must be your primary residence.

Sign up now!
Call David Peters 541-296-3397 x18

For more info or other programs go online:

midcolumbiahousingcenter.org

Kathy Woosley

From: Kathy Woosley
Sent: Tuesday, February 07, 2012 11:10 AM
To: 'davep@columbiacascadehousingcorp.org'
Subject: RE: Next application for funding

Hi Dave,
I will put this information into the Council packet for the 2/13 Council meeting for you to discuss during your presentation. With the Mayor's approval the IGA could be an action item for Council to consider on the 2/27 Council meeting.

Kathy Woosley, MMC
City Recorder
City of Cascade Locks
PO Box 308
Cascade Locks, OR 97014
541-374-8484
fax 541-374-8752
http://www.cascade-locks.or.us

-----Original Message-----
From: Dave Peters [mailto:davep@columbiacascadehousingcorp.org]
Sent: Tuesday, February 07, 2012 10:42 AM
To: Kathy Woosley
Subject: Next application for funding

I am scheduled to talk at your next council meeting about the Hood River County repair program, but I would like a chance to talk about a regional home repair program that would include all of Wasco County as well as Hood River County.

I would like to include the City of Cascade Locks for potential repairs in our application we will be submitting. To do this, the city would need to sign the attached agreement.

I will mention this at the meeting on the 13th, but the regional application/agreement should probably be listed as an agenda item for your next meeting after the 13th. The application is submitted at the end of March.

Can have 5-10 minutes at the next available city council meeting? When would that be?

Please call or email if you have any questions

David Peters
Mid-Columbia Housing Resource Center
Columbia Cascade Housing Corp.
541-296-3397 x18
davep@columbiacascadehousingcorp.org

Intergovernmental Agreement In Support Of a Community Development Block Grant From The 2012 Community Development Block Grant Program Administered By the Oregon Business Development Department, Infrastructure Finance Authority

Agreement Title:	Sponsorship of Mid Columbia Home Repair Program
Agreement Date:	_____
Signatory parties:	**Wasco County, Hood River County, City of The Dalles, City of Cascade Locks, City of Dufur, City of Maupin and the City of Mosier**
Agreement:	The above signatory parties agree to jointly sponsor a housing rehabilitation program provided through a Community Development Block Grant (CDBG), administered by the Oregon Business Development Department, Infrastructure Finance Authority and recognize Wasco County as the lead agency that will be responsible for applying, receiving and administering the CDBG award.
Grant Activity:	The purpose of the proposed CDBG is to manage a housing rehabilitation revolving loan fund to provide assistance to low income homeowners to repair their homes.
Constraints:	One-hundred percent (100%) of the benefitted owner occupied household occupants must have incomes below the federal low- and moderate-income limit (80% of the median family income as adjusted by family size). Only persons who reside within the boundaries of the cities and unincorporated/ nonentitlement county areas of the signatory parties are to receive the housing rehabilitation funding. Columbia Cascade Housing Corporation will enter into a sub-recipient agreement with the lead agency, Wasco County, to manage the housing rehabilitation program.
Counterparts:	This agreement may be signed in counterparts and each counterpart will be deemed an original. Copies of all signatures will be provided as part of the grant application and to each signator.
Multiple Parties:	In the event that one or more of the signatories identified above decline to sign this agreement, it remains sufficient for all other signatories to receive the benefits of the agreement.

So Agreed:

(municipal jurisdiction)	Date
(municipal jurisdiction)	Date
(municipal jurisdiction)	Date
(municipal jurisdiction)	Date

AGENDA ITEM NO 7P

STAFF REPORT

Date Prepared: February 2, 2012

For City Council Meeting on: February 13, 2012

TO: Honorable Mayor and City Council

PREPARED BY: Paul Koch, Interim City Administrator PK

SUBJECT: Information presentation by City Tourism Committee

SYNOPSIS: The City Tourism Committee is prepared to provide their annual report to City Council, and they will also discuss membership, a recommendation regarding sailing and other matters in their official role as advisors to the city and community regarding tourism. Currently the Committee does have enough appointed members to meet the requirements of a quorum.

This presentation is informational only and no formal decisions are required.

CITY COUNCIL OPTIONS: The City Council has the following options regarding this matter.

A. Receive this report and discussion at this time.
B. Reschedule this discussion for another time.

RECOMMENDATION: That City Council hear the presentation by the Tourism Committee and discuss necessary issues that will benefit the tourism effort and its important role in the overall economic development of the community.

Legal Review and Opinion: None.

Financial review and status: The City expects to receive $128,500 in Transient Room Tax during budget year 2011-12. By policy, 30% of that amount ($38,500) is allocated to the Tourism Budget which is overseen by the Tourism Committee. The balance, or 70%, ($90,000) goes to the General Fund and is used to support the operations of the City. The more people who come to town, stay in the local motels, the more funds there will be available for City service as a result of the 70-30 split.

BACKGROUND INFORMATION:

1. Members of the Tourism Committee will be present to make the presentation and have a discussion with City Council.

2. Statewide, the use of TRT monies is used to generate more visitors and generate more business for local motels and related businesses. The more activities, events and reasons that can be created to bring people to town, the better off will be our local businesses. Additionally, the

more TRT that comes into the City, more funds are made available for city services. 70% of all proceeds go directly to the City General fund to pay for local services and 30% is allocated to the Tourism Program.

AGENDA ITEM NO 7h

STAFF REPORT

Date Prepared: February 7, 2012

For City Council Meeting on: February 13, 2012

TO: Honorable Mayor and City Council

PREPARED BY: Kathy Woosley, City Recorder

APPROVED BY: Paul Koch, Interim City Administrator

SUBJECT: Memorandum of Agreement with Hood River County.

SYNOPSIS: Several local government entities have been engaged in an effort to work collaboratively toward Columbia Gorge Community College to be able to expand its Indian Creek campus and the programs they offer. In order to provide seed funds to acquire the necessary properties, the City and County of Hood River have designated several pieces of property they own as surplus. These properties will be sold, with the proceeds utilized to purchase property that will accommodate the expansion of the Indian Creek Campus.

One of those properties is located in the taxing area of the City of Cascade Locks with an estimated value of $25,000. The City's share of receipts for the sale of this property with the estimated value would be $676.25. Hood River County is asking the City of Cascade Locks to defer their share of sale proceeds for a five year period.

CITY COUNCIL OPTIONS:

1. Take no action.
2. Forward MOA to next February 27, 2012 Council meeting for action.

RECOMMENDATION: Approve MOA with Hood River County to defer receipt of its tax and interest distribution payable from the sale of the property located on Sadie B Street, map and tax lot number 2N 07E 12CD 5400.

MEMORANDUM OF AGREEMENT

This MEMORANDUM OF AGREEMENT is by and between the _____, a political subdivision of the State of Oregon, hereinafter referred to as "_____" and HOOD RIVER COUNTY, a political subdivision of the State of Oregon, hereinafter referred to as "COUNTY."

WHEREAS, the County periodically sells real estate property where the owners have failed to remit the required real property taxes and the County has foreclosed a corresponding tax lien on the property; and

WHEREAS, upon the sale of the aforementioned foreclosed properties the _____ is entitled to receive tax proceeds from this sale and, at the request of the County, it is willing to delay the receipt of those proceeds pursuant to the terms of this agreement; and

WHEREAS, such tax proceeds are otherwise payable on or before June 30 each year pursuant to the tax distribution pr4ocedure set forth in ORS 275.275 and ORS 311.390 et. seq; and

WHEREAS, the tax foreclosed properties identified for sale are described on the attached Exhibit "A"; and

WHEREAS, said properties have been identified for sale by COUNTY to generate revenue for expansion of the Columbia Gorge Community College campus in Hood River; and

WHEREAS, the parties wish to memorialize their agreement to defer distribution of tax collections payable to _____ from the sale of certain tax foreclosed properties obtained by COUNTY.

NOW, THEREFORE, in consideration of the recitals stated above and the mutual covenants and conditions contained herein, the parties agree as follows:

1. _____ agrees to defer receipt of its tax and interest distribution payable from the sale of the tax foreclosed properties identified on the attached ECHIBIT "A" until June 30, 2016.

2. COUNTY agrees to pay compounded interest on the DISTRICT'S deferred tax distribution at the Local Government Investment Pool (LGIP) rate from the dates of sale of each individual tax foreclosed property identified on the attached EXHIBIT "A".

3. COUNTY shall account for and provide _____ periodic statements of taxes collected, distributions payable and interest accrued pursuant to the tax distribution procedure and schedule set forth in ORS 311.390 to ORS 311.395.

4. All notices, correspondence, reports or requests shall either be personally delivered or sent via first class mail to the following addresses:

_____	Sandra Borowy
_____	Budget and Finance Director
_____	Hood River County
_____	601 State Street
_____	Hood River, OR 97031

5. This agreement shall be effective upon its full execution and shall expire on June 30, 2016.

6. Any amendment to this agreement shall only be made by written addendum of the parties.

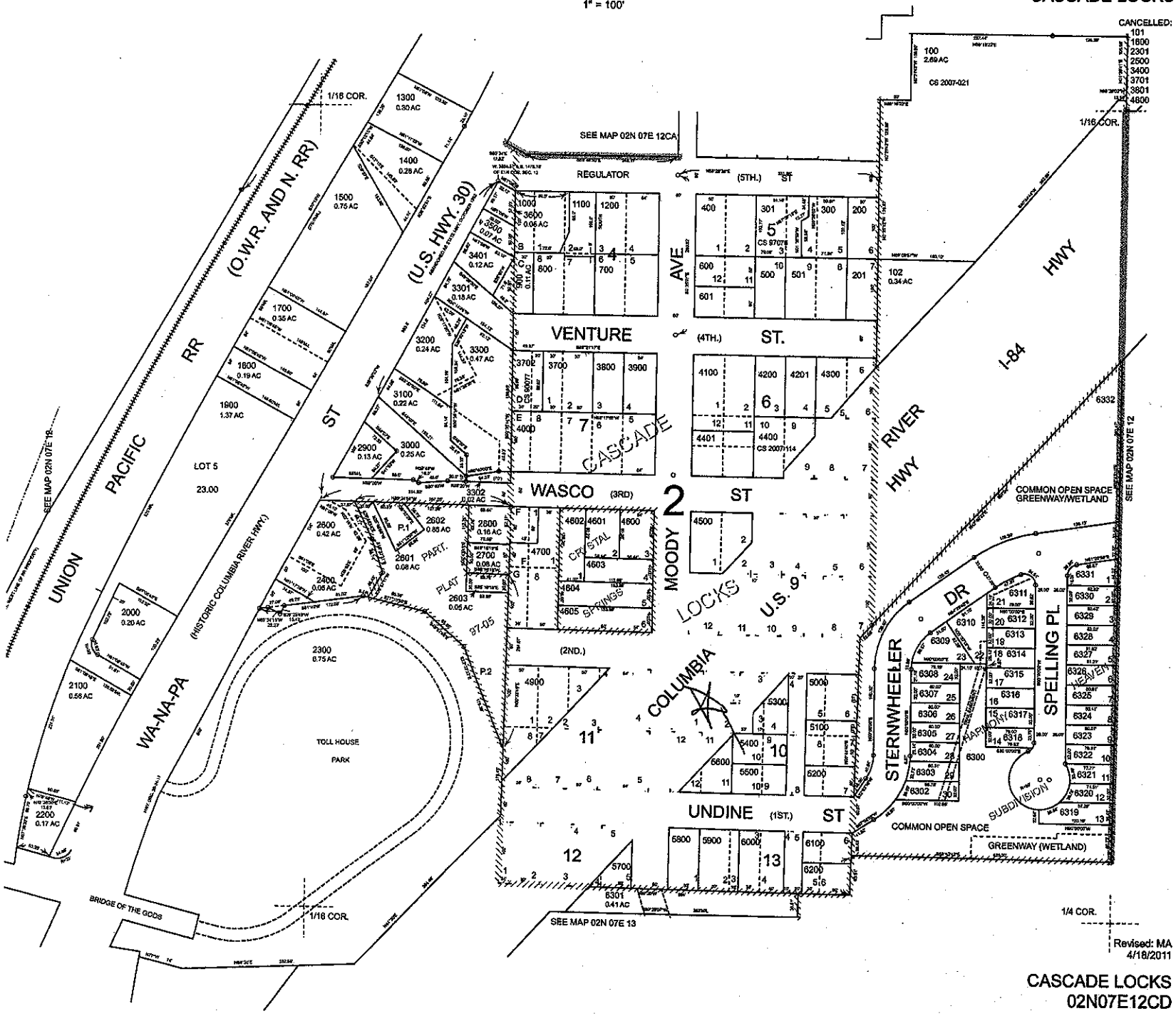
Dated _____	DATED _____
_____	HOOD RIVER COUNTY
BY: _____	By: _____ David Meriwether
TITLE: _____	TITLE: Administrator

THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSE ONLY

0 50 100 200 Feet

S.E.1/4 S.W.1/4 SEC.12 T.2N. R.7E. W.M.
HOOD RIVER COUNTY
1" = 100'

02N07E12CD
CASCADE LOCKS



Revised: MA
4/18/2011

CASCADE LOCKS
02N07E12CD