

CITY of CASCADE LOCKS

AGENDA

*****CITY COUNCIL GOAL SETTING SESSION 6:00 PM*****

CITY COUNCIL MEETING, Monday, January 22, 2018, 7:00 PM, CITY HALL

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.**
3. **Adoption of Consent Agenda.**
 - a. **Approval of January 8, 2018 Minutes.**
 - b. **Ratification of the Bills in the Amount of \$72,652.65.**
4. **Public Hearing:**
5. **Action Items:**
 - a. **Appointment to Committees.**
 1. **Planning Commission Interviews and Appointment.** Interview of Ralph "Butch" Miller.
 - b.
6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.**
7. **Reports and Presentations.**
 - a. **City Committees.**
 - b. **Tourism Committee Presentation, Bernadette Murray/Debbie Fine.**
 - c. **Potential Rate Increase Options for the Water Department.**
 - d. **City Administrator Zimmerman Report.**
8. **Mayor and City Council Comments.**
9. **Other matters.**
10. **Executive Session as may be required.**
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.** Mayor Cramblett called the meeting to order at 7:00pm. Present were CM's Randall, Walker, Busdieker, Fitzpatrick (via phone) and Zerfing (via phone.) CM Groves was excused. Also present were CA Zimmerman, Deputy Recorder Marilyn Place, Citizen's Brenda Wood, Todd Bouchard, City Recorder Kathy Woosley and Camera Operator Betty Rush.
2. **Additions or amendments to the Agenda.** Mayor Cramblett moved item 7b, Port Report from General Manager Paul Koch, after the Consent Agenda.
3. **Adoption of Consent Agenda.**
 - a. **Approval of December 11, 2017 Minutes.**
 - b. **Ratification of the Bills in the Amount of \$289,560.66. Motion:** CM Randall moved to approve the consent agenda. CM Walker seconded. The motion passed unanimously by CM's Randall, Fitzpatrick, Walker, Busdieker, Zerfing, and Mayor Cramblett.
4. **Public Hearing:** None.
5. **Action Items:**
 - a. **Port Report from General Manager Paul Koch.** GM Koch said Hytorc Northwest Services is leaving the building they occupy in the Herman Creek Business area and they are consolidating in Eugene OR. He said the Renewal Work Shop will take over that space on February 1. He reported Flex Two should be done by mid-February and the foundation for Flex Four has been poured. GM Koch said all of the buildings have been leased out.

GM Koch said Thunder Island Brewery signed a new lease with the Port which will be good until January 2019.

GM Koch said the Port is using funds from the security grant supplied by FEMA to have cameras installed at the Bridge of the Gods that will be able to take photos of people and license plates. He said that the cameras will allow a higher level of security monitoring for the bridge and the river. He said the camera installation will wrap up phase one of the security grant. GM Koch went on to say there is new housing for the IT equipment that comes with the new security project and it is located at the base of the bridge. He said when the toll booth is automated the new IT equipment for it will go there as well.

GM Koch reported revenue projections for the Bridge of the Gods will be exceeded by approximately \$300,000.00. He said the increase in revenue can be attributed to the increase in traffic on the bridge and the raise in toll for Semi Trucks.

GM Koch reported on an alternative plan for the Business Park if the current plan for an Integrated Resort does not materialize which will be ready for review on Feb 1.

GM Koch said the Port plans to hire an event coordinator for weddings and events in the park. He elaborated on the budget for enhancements at the pavilion and the addition of a gazebo.

GM Koch reported the Port is in current negotiations for a 10,000 to 15,000 square foot building in the business park which will be a huge addition for the community.

GM Koch reported the Port just completed the fourth update on the 15 year plan for the Bridge of the Gods. He said it's the maintenance and preservation plan and the Commission will adopt it on January 18. GM Koch went on to say the plan is used to build the budget and seek federal and state funds to implement various parts of the plan.

GM Koch said WSDOT is going to help with snow and ice removal for the bridge this winter.

GM Koch reported that he and Don Mann will be staying on with the Port through June of 2019.

CM Busdieker asked for more details on the recycling business that is moving in. GM Koch said it's primarily a clean cardboard collection company that has been properly vetted so he felt it will operate cleanly here.

CM Randall asked if GM Koch would explain what the term "Integrated Resort" means. GM Koch said it means a resort/hotel offering a variety of amenities that are in tune with the surrounding area such as hiking trails, bike trails, and a cable park but it would also include a casino. He said the Warm Springs partners have added the amenities to the resort so it's not just a casino. He said the different approach in an Integrated Resort concept rather than just a casino will hopefully have a more positive reception given the current political climate in Oregon.

CM Busdieker asked who in the Tribe Organization the Port is working with regarding the Integrated Resort. GM Koch said it is a private consultant and the Tribal Council Leadership.

CM Walker asked if there was still an issue getting a second interchange to handle the traffic a Resort would bring to that end of town. CA Zimmerman said the City and the Port have spoken with federal entities and convinced them to recognize that in order for Cascade Locks to attract new businesses and companies we need that second interchange.

b. Appointment to Committees.

1. Planning Commission Interviews and Appointment. Mayor Cramblett appointed Virginia Fitzpatrick to a new term on the Planning Commission. Todd Bouchard appeared to be interviewed by the Council Members and Mayor Cramblett. Mr. Bouchard said he'd been a resident for approximately two and half years, he is a real estate developer and owns a hotel in Garibaldi Oregon in Tillamook County. Mr. Bouchard expanded on some of the experiences he's had working with Tillamook County and their zoning and Planning Commission to help address their housing issues. He went on to say he has an understanding of the importance in identifying good and bad development decisions in land use and planning. Mr. Bouchard said he developed and built his own home in Harmony Heaven here in Cascade Locks.

CM Walker asked if he felt there would be any conflicts of interest being on the Planning Commission since Mr. Bouchard himself is a real estate developer. Mr. Bouchard said if a situation arose that was conflictive he would recuse himself from the decision making process.

c. Approve 2018/2019 budget process. CA Zimmerman explained the budget process in accordance with the outline in the packet. **Motion:** CM Busdieker moved to adopt the 2018/2019 Budget Process. CM Walker seconded. The motion passed unanimously by CM's Randall, Fitzpatrick, Walker, Busdieker, Zerfing, and Mayor Cramblett.

d. Approve Resolution No. 1388 Authorizing the Interim Financing for Water System Improvement Project for \$3,764,515. CA Zimmerman explained the timeline for the project and reported that the pipeline portion of the project will be completed by May. He stated then the bidding will begin on the Reservoir on Moody Street and the hope is the remaining contingency will be enough to do the Well Development and all three projects should be done by September. **Motion:** CM Busdieker moved to approve Resolution No. 1388 authorizing the Interim Financing for Water System Improvement Project for \$3,764,515.00. CM Randall seconded. The motion passed unanimously by CM's Randall, Fitzpatrick, Walker, Busdieker, Zerfing, and Mayor Cramblett. CM Busdieker asked about the rate increase and when it will take effect for the city residents. CA Zimmerman replied saying after the USDA repays Cashmere Valley bank for the

interim financing and the other contractors then the City will have one year to make the first year payment. He estimated that the increase to the residents to be about \$25 per account. He added the increase can be done incrementally. CM Walker said even though we've been letting the residents know the increase is coming it will be a big jump for them if it's done all at once. He added that he felt it would be better to do it incrementally.

e. Approve Resolution No. 1389 Establishing Guidelines for the City's Social Media Policy. CA Zimmerman announced we have an official Facebook page that is being administered by Deputy Recorder Marilyn Place and she put together the resolution and policy for the City. CM Busdieker wanted to add to the Policy under Purpose, letter "a" the words "and public meetings", so meetings will be announced on the Facebook page for the Port and the City. CA Zimmerman said the Port has their own Facebook page and it's a separate government. He added that we can add the verbiage to the Policy to state along with activities, programs, projects and events, also public meetings, for the City only. **Motion:** CM Busdieker moved to approve Resolution No. 1389 Establishing guidelines for the City's Social Media Policy with the change she just added regarding announcing meetings on the Facebook Page. CM Randall seconded. The motion passed unanimously by CM's Randall, Fitzpatrick, Walker, Busdieker, Zerfing, and Mayor Cramblett.

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 Report from General Manager Paul Koch** This topic was discussed earlier in the agenda.

c. **City Administrator Zimmerman Report.** CA Zimmer summarized his report to the Council. He stated that one of the City's fire trucks was struck by a motorist on Christmas Eve day while it was responding to an incident on I-84. The hit damaged the fire trucks bumper. He said the drivers insurance will cover the damages to the fire truck.

CA Zimmerman said Senate Bill 2017 put \$750,000.00 into our ODOT budget which was to be used to repave WaNaPa. He said when he met with ODOT they communicated that repaving cannot take place until the ADA ramps along WaNaPa are fixed. He said ODOT reported the amount of money from the Bill will not cover the repair/replacement of the ADA ramps and repave the street. He added that maybe we can do a partial combination of the ADA ramps and crosswalks for a two or three block section. CA Zimmerman said the funds go directly to ODOT and they determine what projects to spend it on but they are willing to listen to what we need. CA Zimmerman said he is putting together a report on the costs of the different options to get City Council's input on what to do. He speculated maybe we could get on the STIP program, (State Transportation Improvement Plan) which could help us repave WaNaPa.

CA Zimmerman asked if he could have approval to purchase more water meters due to the increase of houses being built. The cost of the meters would be \$4,928.00. There was consensus of Council to spend the money for the new meters.

CA Zimmerman reported that FEMA has denied our eligibility for cost reimbursement for damages from the snow and ice storms last winter. He said the reason for that is because most of the damage was in Multnomah County, which has a much higher declaration to meet for FEMA reimbursement, but the actual emergency declaration was filed in Hood River County. So the

funds Cascade Locks spent to do the line repairs from our City to Multnomah Falls will not be recouped. He said we may qualify for a portion of the reimbursement funds for the costs we incurred using our public work crews in Multnomah County. CA Zimmerman reiterated, however, Multnomah County's declaration requirement for FEMA reimbursement is higher and it is unlikely that we will reach it with the amount we are claiming.

CA Zimmerman reported that he was elected President of the Oregon Municipal Electric Utilities in 2019.

CM Busdieker asked if CA Zimmerman could expand on the utilities legislative issues that are coming up. CA Zimmer said one of the topics that is coming up is called Cap and Trade. He explained when Electric Utilities generate more than 25 thousand metric tons of carbon emissions in a year they must pay a penalty to DEQ. He said those that do not produce that much carbon emissions get an allowance and that allowance has value. He explained Cap and Trade is where a company that is a big polluter can pay a company that is not polluting as much for their allowances so they can exceed the allowable emissions. CA Zimmerman said it generates somewhere between 700 million and 1.4 billion biennial (every two years) for local governments and electric utilities. He said if the bill passes BPA will have an opportunity to sell their allowances to the California market place at a higher rate because of its value. He said doing that will allow BPA to keep our utility rates at cost. CA Zimmerman said the projected downside if the Cap and Trade initiative passes is gas prices will go up to four dollars per gallon in Oregon.

CA Zimmerman reported that State Representative Jeff Helfrich is carrying a bill to the Senate floor that will help Cascade Locks with recovery from the Eagle Creek Fire and he is asking for nineteen million dollars. CA Zimmerman said if he is successful it will pay for our water system and sewer system.

Mayor Cramblett said in response to FEMA denying our eligibility that he would like to meet with them during his upcoming planned trip to Washington DC. He requested that CA Zimmerman help figure out an argument in favor of being eligible for those funds we were denied so he could present that to FEMA while he's back there. Mayor Cramblett mentioned in the past with other natural disasters that we have been through we have received those funds even though the disaster happened in Multnomah County and we responded to it with our crews and equipment. Mayor Cramblett questioned why we were eligible then but not this time.

Mayor Cramblett announced that the second interview planned for that evening for the Planning Commission Committee position will not be held during this session because the other individual could not make it.

Mayor Cramblett asked if there were any final comments. CM Fitzpatrick commented that he was glad the water system project is finally underway.

CM Walker wanted to thank the Cascade Locks' emergency services folks. He added that he had witnessed them out on the freeway helping motorists in really bad weather conditions. CM Walker said that he wanted to bring attention to and thank the owners of the Cascade Inn for the beautiful mural that was painted on the outside wall at the Inn.

CM Busdieker thanked the City staff for their continued work and all they do. She added a thank you to the Mayor and the staff for taking the first step in repairing the breakdown in communication by initiating a Facebook page and designating its use for important communication to our residents.

CM Randall thanked the emergency crews and how they strive for excellence and he mentioned how nice the mural looked. He added that he felt the money we do have from Senate Bill 2017 be used for the crosswalks because they are sorely needed. He mentioned that WaNaPa is a state jurisdiction highway and that is why we experience the difficulties getting the issues addressed.

Mayor Cramblett wanted to express his thanks to our emergency responders and he encouraged everyone to drive safely on I-84 because a lot of people don't adhere to safer driving during icy conditions.

Mayor Cramblett commented on a report he and all the Council Members recently received titled "Keeping Nestle at Bay" written by Stephen Quirke, which was published November, 2015. Mayor Cramblett said the article included what he believed to be misinformation regarding Nestle and the project that would have created 50 to 60 full time jobs with benefits in Cascade Locks. Mayor Cramblett said in the article a Warm Springs Tribe member from Cascade Locks was quoted saying, "It is unethical for one community to force another community into poverty to create just 12 jobs." Mayor Cramblett said to him the quote sounded like an accusation against the City of Cascade Locks. He added it was unacceptable for that community member to make a quote like that. Mayor Cramblett said he was curious as to the legality surrounding the quote because a report like that has the potential to reach a lot of people. He said because of the negative nature of the quote it paints the City of Cascade Locks in a bad light. Mayor Cramblett concluded by saying the opportunity for badly needed full time jobs was dissolved because of the type of misinformation and negativity in publications such as the one that supplied that quote.

8. **Mayor and City Council Comments.** None.
9. **Other matters.** CM Busdieker asked if the Council could get a report on what the Tourism Committee has been doing. She added that she has been asking questions and does not receive a reply and has heard disparaging things regarding the committee's activities. CA Zimmerman said CM Busdieker could come to him for information if she was concerned about the Tourism Committee. CA Busdieker said she would like all the members of City Council to hear a Tourism Committee report. CA Zimmerman agreed to facilitate that for the next meeting.
10. **Executive Session as may be required.** None.
11. **Adjournment. Motion:** CM Randall moved the meeting be adjourned and CM Walker seconded. The motion passed unanimously by CM's Randall, Fitzpatrick, Walker, Busdieker, Zerfing, and Mayor Cramblett.

Prepared by
Marilyn Place

APPROVED:

Mayor Cramblett

BLANKET VOUCHER APPROVAL

PAGE NO. 1

DEPARTMENT: CITY OF CASCADE LOCKS
COVER SHEET AND SUMMARY

DATE:	DESCRIPTION:	AMOUNT:
1/5/2018	PR	\$ 40,361.07
1/12/2018	A/P	\$ 32,291.58

GRAND TOTAL \$ 72,652.65

APPROVAL:

Mayor

Report Criteria:
Report type: GL detail

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
9015	01/18	01/12/2018	6966	01410018SA	American Messaging	Paging Service	5140562110	7.50
Total 9015:								7.50
9016	01/18	01/12/2018	200	2872729474	AT&T MOBILITY	Electric Department Phone	5140562050	76.18
Total 9016:								76.18
9017	01/18	01/12/2018	220	42019	AVENET, LLC	Annual Service Package 2018	0140162082	600.00
Total 9017:								600.00
9018	01/18	01/12/2018	7034	833	Bernadette Murray-Macioce	Tourism Staff Support	0840562110	1,520.00
Total 9018:								1,520.00
9019	01/18	01/12/2018	6900	V800017	BSK Associates	water testing	2140562150	45.00
9019	01/18	01/12/2018	6900	V800030	BSK Associates	water testing	2140562150	59.00
Total 9019:								104.00
9020	01/18	01/12/2018	560	71822	C.M. & W.O. SHEPPARD	wrap around	5140563700	117.00
9020	01/18	01/12/2018	560	72005	C.M. & W.O. SHEPPARD	ball joint	0140462520	45.78
Total 9020:								162.78
9021	01/18	01/12/2018	6979	DECEMBER	Cartonation, Inc.	GIS Service for City	5140562190	1,000.00
Total 9021:								1,000.00
9022	01/18	01/12/2018	670	100001500 1	CASCADE LOCKS LIGHT CO.	fire station	0540562439	589.59
9022	01/18	01/12/2018	670	100003500 1	CASCADE LOCKS LIGHT CO.	res. no 2	2140562070	30.73
9022	01/18	01/12/2018	670	100030200 1	CASCADE LOCKS LIGHT CO.	Pump Lift Station	3140562070	28.30
9022	01/18	01/12/2018	670	100038200 1	CASCADE LOCKS LIGHT CO.	well house	2140562070	1,846.82
9022	01/18	01/12/2018	670	100379100 1	CASCADE LOCKS LIGHT CO.	treatment plant	3140562070	2,220.39
9022	01/18	01/12/2018	670	100381300 1	CASCADE LOCKS LIGHT CO.	Warehouse	2140562070	36.13
9022	01/18	01/12/2018	670	100381300 1	CASCADE LOCKS LIGHT CO.	Warehouse	3140562070	36.14

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
9022	01/18	01/12/2018	670	103742700 1	CASCADE LOCKS LIGHT CO.	Wasco Crk Lift Station	3140562070	207.52
9022	01/18	01/12/2018	670	200120000 1	CASCADE LOCKS LIGHT CO.	Cemetery Water	1740562551	28.30
9022	01/18	01/12/2018	670	300155100 1	CASCADE LOCKS LIGHT CO.	main lift station	3140562070	1,404.78
9022	01/18	01/12/2018	670	300155900 1	CASCADE LOCKS LIGHT CO.	Museum	0140762630	203.20
9022	01/18	01/12/2018	670	300171800 1	CASCADE LOCKS LIGHT CO.	Mall Lighting	0140162552	40.75
9022	01/18	01/12/2018	670	300183900 1	CASCADE LOCKS LIGHT CO.	moody lift station	2140562070	46.22
9022	01/18	01/12/2018	670	600135000 1	CASCADE LOCKS LIGHT CO.	Bike Path	0140162552	11.38
9022	01/18	01/12/2018	670	600136900 1	CASCADE LOCKS LIGHT CO.	City Hall Utilities	0140162552	1,651.11
9022	01/18	01/12/2018	670	600149800 1	CASCADE LOCKS LIGHT CO.	87 Ruckel	3140562070	58.83
9022	01/18	01/12/2018	670	601369800 1	CASCADE LOCKS LIGHT CO.	City Hall Irrigation	0140162552	86.03
9022	01/18	01/12/2018	670	SSS 1/18	CASCADE LOCKS LIGHT CO.	radio tower	0540562439	61.43
						senior sewer subsidy	0140862025	227.00
Total 9022:								8,814.65
9023	01/18	01/12/2018	790	313230273 1	CENTURYLINK	Fire Department Phones	0540562050	150.00
9023	01/18	01/12/2018	790	313401451 1	CENTURYLINK	Treatment Plant	3140562050	119.65
9023	01/18	01/12/2018	790	313785538 1	CENTURYLINK	telemetry	2140562050	131.43
9023	01/18	01/12/2018	790	313785538 1	CENTURYLINK	telemetry	3140562050	131.43
9023	01/18	01/12/2018	790	313891134 1	CENTURYLINK	Emergency After Hours	5140562050	61.76
9023	01/18	01/12/2018	790	313891134 1	CENTURYLINK	Emergency After Hours	5140662050	15.44
9023	01/18	01/12/2018	790	314228414 1	CENTURYLINK	Lift Station	3140562050	103.73
9023	01/18	01/12/2018	790	320153997 1	CENTURYLINK	well house dialer	2140562050	9.83
Total 9023:								723.27
9024	01/18	01/12/2018	940	JAN 2018	CITY OF SPRINGFIELD	Ambulance Billing Service	0540562111	680.00
Total 9024:								680.00
9025	01/18	01/12/2018	1120	A181244	COLUMBIA HARDWARE, LLC	key	0540562350	2.99
9025	01/18	01/12/2018	1120	B191901	COLUMBIA HARDWARE, LLC	paint and moulding for office	0140462520	98.70
Total 9025:								101.69
9026	01/18	01/12/2018	1390	1020827129	DELL MARKETING L.P.	Server	0140163946	6,206.16
Total 9026:								6,206.16
9027	01/18	01/12/2018	1620	1735	EFFICIENCY SERVICES GROUP, LLC	BPA Program Services December 2017	5140562139	750.00

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 9027:								
9028	01/18	01/12/2018	6795	0619783	Ferguson Enterprises Inc. #3011	5/8" water meters	5642263941	750.00
9028	01/18	01/12/2018	6795	0619783	Ferguson Enterprises Inc. #3011	Radios	5642263941	2,364.16
Total 9028:								
9029	01/18	01/12/2018	2570	2018	HOOD RIVER NEWS	Annual Subscription	0140162030	2,563.84
Total 9029:								
9030	01/18	01/12/2018	3150	010218	MARIANNE BUMP	Reimburse Mileage	0140162020	4,928.00
9030	01/18	01/12/2018	3150	011018	MARIANNE BUMP	Reimburse Mileage	0140162020	67.00
Total 9030:								
9031	01/18	01/12/2018	3490	2384	MID-COLUMBIA ECONOMIC	562 HR EDWOG	0140162030	21.40
Total 9031:								
9032	01/18	01/12/2018	3770	22-201712	NET ASSETS	Title Search	0140162110	21.80
Total 9032:								
9033	01/18	01/12/2018	4020	ME121692	ODOT-FUEL SALES	Streets	0340562530	43.20
9033	01/18	01/12/2018	4020	ME121692	ODOT-FUEL SALES	Fire Department	0540562420	250.00
9033	01/18	01/12/2018	4020	ME121692	ODOT-FUEL SALES	Water	2140562530	11.00
9033	01/18	01/12/2018	4020	ME121692	ODOT-FUEL SALES	Electric-City	5140562200	250.00
Total 9033:								
9034	01/18	01/12/2018	4070	7120333	ONE CALL CONCEPTS, INC.	locate services	5140562110	440.84
Total 9034:								
9035	01/18	01/12/2018	6769	12-17-499	PARC Resources, LLC	Planning Services	0140262075	1,472.96
9035	01/18	01/12/2018	6769	12-17-499	PARC Resources, LLC	City Planning	0140262090	9.45

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 9035:								823.70
9036	01/18	01/12/2018	4670	13525639	PORT OF CASCADE LOCKS	Bridge Tickets - PW	2140562020	40.00
Total 9036:								40.00
9037	01/18	01/12/2018	4830	2018-08	PUBLIC POWER COUNCIL	2018 Annual Dues	5140562030	800.00
9037	01/18	01/12/2018	4830	2018-08	PUBLIC POWER COUNCIL	2018 Annual Dues	5140662030	200.00
Total 9037:								1,000.00
9038	01/18	01/12/2018	6780	5051854318	Ricoh Americas Corporation	Copies	0140162110	119.30
Total 9038:								119.30
9039	01/18	01/12/2018	7026	8123682729	Shred-it USA	Archives Shred Bins	0140162110	45.00
Total 9039:								45.00
9040	01/18	01/12/2018	5510	8048097824	STAPLES CONTRACT & COMMERCIAL	dry erase calendar, toner	0140162010	105.13
Total 9040:								105.13
9041	01/18	01/12/2018	5730	3608	TERRA SURVEYING	Draft Easement	5140562110	1,485.00
Total 9041:								1,485.00
9042	01/18	01/12/2018	7044	SLS/1026803	Trojan UV	balast and bulbs	3140562560	944.63
Total 9042:								944.63
9043	01/18	01/12/2018	6897	E1675494	Whitner Public Safety Group, Inc.	structure boots, gloves	0540562350	90.98
Total 9043:								90.98
9044	01/18	01/12/2018	6923	1531077	Wood's Logging Supply	28" bar and chain	0340562560	55.00
9044	01/18	01/12/2018	6923	1531077	Wood's Logging Supply	28" bar and chain	2140562560	55.00

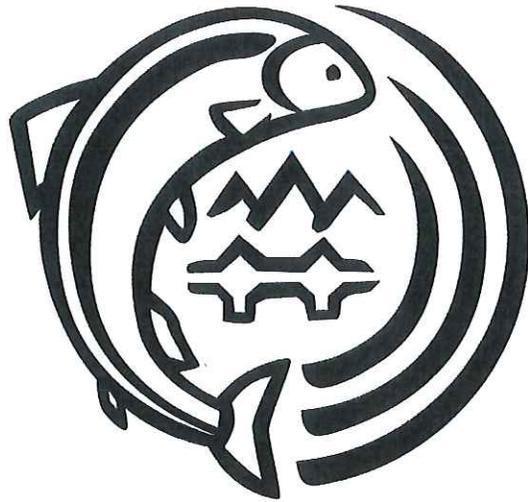
Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 9044:								110.00
Grand Totals:								32,291.58

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-21010	.00	10,634.44-	10,634.44-
01-401-62010	105.13	.00	105.13
01-401-62020	43.20	.00	43.20
01-401-62030	317.00	.00	317.00
01-401-62082	600.00	.00	600.00
01-401-62110	175.30	.00	175.30
01-401-62552	1,789.27	.00	1,789.27
01-401-63946	6,206.16	.00	6,206.16
01-402-62075	64.50	.00	64.50
01-402-62090	759.20	.00	759.20
01-404-62520	144.48	.00	144.48
01-407-62630	203.20	.00	203.20
01-408-62025	227.00	.00	227.00
03-21010	.00	412.82-	412.82-
03-405-62530	357.82	.00	357.82
03-405-62560	55.00	.00	55.00
05-21010	.00	1,917.67-	1,917.67-
05-405-62050	150.00	.00	150.00
05-405-62111	680.00	.00	680.00
05-405-62350	93.97	.00	93.97
05-405-62420	342.68	.00	342.68
05-405-62439	651.02	.00	651.02
08-21010	.00	1,520.00-	1,520.00-
08-405-62110	1,520.00	.00	1,520.00
17-21010	.00	28.30-	28.30-
17-405-62551	28.30	.00	28.30
21-21010	.00	2,631.78-	2,631.78-
21-405-62020	40.00	.00	40.00
21-405-62050	141.26	.00	141.26
21-405-62070	1,959.90	.00	1,959.90
21-405-62150	104.00	.00	104.00
21-405-62530	331.62	.00	331.62
21-405-62560	55.00	.00	55.00
31-21010	.00	5,255.40-	5,255.40-
31-405-62050	354.81	.00	354.81
31-405-62070	3,955.96	.00	3,955.96
31-405-62560	944.63	.00	944.63
61-21010	.00	4,963.17-	4,963.17-

GL Account	Debit	Credit	Proof
51-405-62030	800.00	.00	800.00
51-405-62050	137.94	.00	137.94
51-405-62110	1,501.95	.00	1,501.95
51-405-62139	750.00	.00	750.00
51-405-62190	1,000.00	.00	1,000.00
51-405-62200	440.84	.00	440.84
51-405-63700	117.00	.00	117.00
51-406-62030	200.00	.00	200.00
51-406-62050	15.44	.00	15.44
56-21010	.00	4,928.00	4,928.00
56-422-63941	4,928.00	.00	4,928.00
Grand Totals:	32,291.58	32,291.58	.00

Report Criteria:
 Report type: GL detail



City of Cascade Locks Committee Vacancy List

Committee	No. of Vacancies	Term Limit
Tourism	3	Present to 12/31/20
Budget	3	Present to 12/31/20
Planning Commission	1	Present to 12/31/20
JWGED	1 (non-voting citizen member)	

RECEIVED
NOV 28 2017

City of Cascade Locks, Oregon

BY DATE AND TIME RECEIVED: Koben 2:54pm

Application for City Boards, Commissions, Task Forces and Committees

(Check one below)

Budget Committee _____ Planning Commission X Tourism Committee _____ Other _____

NAME: RALPH MULLER (BUTCH) HOME PHONE: _____

MAILING ADDRESS: P.O. BOX CELL PHONE: _____

EMAIL ADDRESS: _____

Do you live within the city limits? Yes X No _____

How long have you lived in the City? 7 mos

1. Why are you interest in serving?

MY FAMILY HAS BEEN HERE SINCE 1942. AND I WISH TO HELP THE CITY GROW.

2. Do you feel that you can meet the schedule required by the City Council?

YES

3. What experiences have you had with City Committees, Boards, or Commissions?

ELECTED 2 TERMS AS DRIVE REP. TO CITY OF PORTLAND
PRIVATE FOR HIRE TRANSPORTATION BOARD

4. What special skills or interests do you think you bring to this effort?

ORGANIZATION
LEADERSHIP
ABILITY TO LISTEN

APPLICANT SIGNATURE Ralph Muller

DATE: 11-28-17

Thank you. We appreciate your willingness to serve.

CASCADE LOCKS STAFF REPORT

DATE PREPARED: January 10, 2018

FOR CITY COUNCIL MEETING ON: January 22, 2018

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Potential Rate Increase Options for the Water Department

SYNOPSIS: The City has two loans for the Water Department that will need to be repaid when the work is completed: The Corrosion Control Treatment Project (required by the Oregon Health Authority) and the Water System Improvement Project.

Corrosion Control Treatment Project

The Corrosion Control Treatment Project has a budget of \$855,000, with \$495,000 as a forgivable loan if the cost of a monthly water bill using 7,500 gallons is greater than \$41.67. A typical minimum bill would be:

<u>Category</u>	<u>Amount</u>
Current Fixed Costs:	\$11.38
7,500 Gallons Usage:	18.75
CCTP Debt Service:	1.25
WTSP Debt Service:	<u>16.75</u> (dependent on rate selected)
Total Water Bill:	\$48.13

This means the City will qualify for the loan forgiveness for this project.

Please note: The average user in Cascade Locks uses only 4,000 per month making the average bill \$39.38.

With \$80,000 in City match from the Capital Reserve Fund, the City will need to repay \$280,000 over 30 years (360 months). At a 1% interest rate, the annual payments are about \$10,800. With the current make up of users categorized by meter size, a rate of \$1.25 will generate about \$12,000 per year. The difference between the annual payment and the annual revenue would be placed in a reserve fund required by the funder. The reserve fund requirement of \$10,800 would be reached in Year 9 of the repayment schedule. The actual monthly debt

service charge is based on \$1.25 for services with a 5/8" meter size and graduated upward based on size of the meter.

<u>Size</u>	<u>CCTP Debt Service</u>
5/8" Meter	\$ 1.25
3/4" Meter	\$ 1.86
1" Meter	\$ 3.07
1 1/2" Meter	\$ 6.10
2" Meter	\$ 9.74
3" Meter	\$21.27
4" Meter	\$38.22
6" Meter	\$52.63

Water System Improvement Project

The Water System Improvement Project is a \$3,764,515 project for which the US Department of Agriculture (USDA) has approved a 40 year, 2.875% interest rate loan. The annual payment is estimated at \$160,000. In order to generate \$160,000 annually the rate increase would be \$16.75 per 5/8 inch meter per month. But that is without a 10% surcharge for the first 10 years to raise a reserve fund amount equivalent to one year's loan repayment. A 10% surcharge would bring the monthly amount to \$18.50.

<u>Category</u>	<u>Amount</u>
Current Fixed Costs:	\$11.38
7,500 Gallons Usage:	18.75
CCTP Debt Service:	1.25
WTSP Debt Service:	<u>18.50</u> (dependent on rate selected)
Total Water Bill:	\$49.88

Please note: The average user in Cascade Locks uses only 4,000 per month making the average bill \$41.13.

This would be the Debt Service by meter size for the Water System Improvement Project:

<u>Size</u>	<u>WSIP Debt Service</u>
5/8" Meter	\$ 18.50
3/4" Meter	\$ 27.49
1" Meter	\$ 45.44
1 1/2" Meter	\$ 90.32
2" Meter	\$144.19
3" Meter	\$314.78
4" Meter	\$565.62
6" Meter	\$778.95

This assumes beginning the rate increase begins when the project is completed and USDA repays the Bond Anticipation Note to Cashmere Valley Bank. That event could occur by the end of 2018.

The typical time to raise water rates is at the end of the summer season after the irrigation usage has gone down. That would put a rate increase effective September 1, with the new billing on the October 1 bill and collected during October.

The Council has the opportunity to increase rates this spring in order to raise loan repayment proceeds and build up a reserve before the first payment is due one year after the completion of the project.

The Reserve Amount for the WSIP is \$160,000.

If we set the debt service charge portion of the rate at \$16.75, it would take 60 years to build up to the necessary reserve amount. The funder will not allow us to make this choice.

If we set the debt service charge at \$18.00 and make the rate effect March 1, we would raise over \$115,000 for the Reserve Amount between March and December. The \$18.00 per month debt service charge would raise about \$173,000 annually. With the \$13,000 over and above the annual loan repayment amount being sent to the Reserve Fund, the Reserve Fund would be fully funded in 3.5 years. If that \$13,000 was then applied to a principal repayment, the 40 year bond would be repaid in 37 years.

If we set the debt service charge at \$20.00 and make the rate effect March 1, we would raise over \$128,000 for the Reserve Amount between March and December. The \$20.00 per month debt service charge would raise about \$192,000 annually. With the \$32,000 over and above the annual loan repayment amount being sent to the Reserve Fund, the Reserve Fund would be fully funded in after the first year. If that \$32,000 was then applied to an annual principal repayment, the 40 year bond would be repaid in 32 years.

If we staggered the rate increase (\$5.00 March 1, \$5.00 June 1, \$5.00 September 1, and \$5.00 December 1), we would raise approximately \$72,000 in 2018 for the Reserve Fund. At \$20.00 for the WSIP Project per month, our Reserve Fund obligation would be met in Year 3. Continuing to apply the \$32,000 to the Principal repayment, the 40 year loan would be repaid in 34 years.

Just a side note: If the Council were to increase the WSIP rate to \$22.00 per month, then this 40 year loan would be paid off in 30 years, the same time the Corrosion Control Treatment Loan would be paid off.

Bill Options and Comparisons

	Current	CCTP	WSIP Options			
Meter Maintenance	\$ 0.88	\$ 0.88	\$ 0.88	\$ 0.88	\$ 0.88	\$ 0.88
Base Charge	9.50	9.50	9.50	9.50	9.50	9.50
Fire Flow	1.00	1.00	1.00	1.00	1.00	1.00
Usage (4000 gallons)	10.00	10.00	10.00	10.00	10.00	10.00
CCTP Debt Service	-	1.25	1.25	1.25	1.25	1.25
WSIP Debt Service	-	-	<u>16.75</u>	<u>18.00</u>	<u>20.00</u>	<u>21.75</u>
Total	\$ 21.38	\$ 22.63	\$ 39.38	\$ 40.63	\$ 42.63	\$ 44.38

What would the Council like to do?

Corrosion Control Treatment Project

Principal: \$ 775,000.00
 Interest: \$ 280,000.00 64% Grant
 Term: 1.00%
 Monthly: \$ 900.59 360 months
 Annual: \$ 10,807.08

Meter Size	Number	Fixed Charge			New Debt Service	Total	Monthly Revenues			New Debt Service	Total	Annual Revenues			New Debt Service	Total
		Meter Maint.	Base Charge	Fire Flow			Meter Maint.	Base Rate	Fire Flow			Meter Maint.	Base Rate	Fire Flow		
5/8 inch	444	\$ 0.88	\$ 9.50	\$ 1.00	\$ 1.25	\$ 12.63	391	\$ 4,218	\$ 444	\$ 555	\$ 5,608	\$ 4,689	\$ 50,616	\$ 5,328	\$ 6,660	\$ 67,293
3/4 inch	16	1.10	14.12	1.00	1.86	18.07	18	226	16	30	289	211	2,710	192	357	3,470
1 inch	17	1.42	23.34	3.00	3.07	30.83	24	397	51	52	524	290	4,761	612	626	6,289
1 1/2 inch	12	2.82	46.38	6.00	6.10	61.31	34	557	72	73	736	406	6,679	864	879	8,828
2 inch	13	3.96	74.04	8.00	9.74	95.75	51	963	104	127	1,245	618	11,551	1,248	1,520	14,936
2 inch turbine	1	6.04	74.04	10.00	9.74	99.83	6	74	10	10	100	72	889	120	117	1,198
3 inch turbine	6	7.78	161.65	15.00	21.27	205.69	47	970	90	128	1,234	560	11,638	1,080	1,531	14,810
3 inch compound	1	15.60	161.65	20.00	21.27	218.51	16	162	20	21	219	187	1,940	240	255	2,622
4 inch compound	-	25.20	290.45	25.00	38.22	378.87	-	-	-	-	-	-	-	-	-	-
6 inch	-	50.00	400.00	35.00	52.63	537.63	-	-	-	-	-	-	-	-	-	-
5/8 inch (rural)	4	0.88	9.50	1.00	1.25	12.63	4	38	4	5	51	42	456	48	60	606
Total	514						590	\$ 7,603	\$ 811	\$ 1,000	\$ 10,004	\$ 7,075	\$ 91,240	\$ 9,732	\$ 12,005	\$ 120,052

Water System Improvement Project

Principal: \$ 3,764,515.00
 Interest: 2.875%
 Term: 480 months
 Monthly: \$ 13,206.60
 Annual: \$ 158,479.22

Meter Size	Number	Fixed Charges			New Debt Service	Total	Monthly Revenues			New Debt Service	Total	Annual Revenues			New Debt Service	Total
		Meter Maint.	Base Charge	Fire Flow			Meter Maint.	Base Rate	Fire Flow			Meter Maint.	Base Rate	Fire Flow		
5/8 inch	444	\$ 0.88	\$ 9.50	\$ 1.00	\$ 16.75	\$ 28.13	\$ 391	\$ 4,218	\$ 444	\$ 7,437	\$ 12,490	\$ 4,689	\$ 50,616	\$ 5,328	\$ 89,244	\$ 149,877
3/4 inch	16	1.10	14.12	1.00	24.89	41.10	18	226	16	398	658	211	2,710	192	4,779	7,892
1 inch	17	1.42	23.34	3.00	41.15	68.90	24	397	51	699	1,171	290	4,761	612	8,394	14,056
1 1/2 inch	12	2.82	46.38	6.00	81.78	136.98	34	557	72	981	1,644	406	6,679	864	11,776	19,725
2 inch	13	3.96	74.04	8.00	130.55	216.56	51	963	104	1,697	2,815	618	11,551	1,248	20,366	33,783
2 inch turbine	1	6.04	74.04	10.00	130.55	220.64	6	74	10	131	221	72	889	120	1,567	2,648
3 inch turbine	6	7.78	161.65	15.00	285.01	469.43	47	970	90	1,710	2,817	560	11,638	1,080	20,520	33,799
3 inch compound	1	15.60	161.65	20.00	285.01	482.25	16	162	20	285	482	187	1,940	240	3,420	5,787
4 inch compound	-	25.20	290.45	25.00	512.12	852.77	-	-	-	-	-	-	-	-	-	-
6 inch	-	50.00	400.00	35.00	705.26	1,190.26	-	-	-	-	-	-	-	-	-	-
5/8 inch (rural)	4	0.88	9.50	1.00	16.75	28.13	4	38	4	67	113	42	456	48	804	1,350
Total	514						\$ 590	\$ 7,603	\$ 811	\$ 13,406	\$ 22,410	\$ 7,075	\$ 91,240	\$ 9,732	\$ 160,870	\$ 268,917

Water System Improvement Project

Principal: \$ 3,764,515.00
 Interest: 2.875%
 Term: 480 months
 Monthly: \$ 13,206.60
 Annual: \$ 158,479.22

Meter Size	Number	Fixed Charges				New Debt Service	Total	Monthly Revenues				New Debt Service	Total	Annual Revenues				New Debt Service	Total
		Meter Maint.	Base Charge	Fire Flow				Meter Maint.	Base Rate	Fire Flow				Meter Maint.	Base Rate	Fire Flow			
5/8 inch	444	\$ 0.88	\$ 9.50	\$ 1.00	\$	18.00	\$ 29.38	\$ 391	\$ 4,218	\$ 444	\$ 7,992	\$ 13,045	\$ 4,689	\$ 50,616	\$ 5,328	\$ 95,904	\$ 156,537		
3/4 inch	16	1.10	14.12	1.00	26.75	42.96	18	226	16	428	687	211	2,710	192	5,135	8,249			
1 inch	17	1.42	23.34	3.00	44.22	71.97	24	397	51	752	1,224	290	4,761	612	9,020	14,682			
1 1/2 inch	12	2.82	46.38	6.00	87.88	143.08	34	557	72	1,055	1,717	406	6,679	864	12,655	20,604			
2 inch	13	3.96	74.04	8.00	140.29	226.30	51	963	104	1,824	2,942	618	11,551	1,248	21,886	35,303			
2 inch turbine	1	6.04	74.04	10.00	140.29	230.38	6	74	10	140	230	72	889	120	1,684	2,765			
3 inch turbine	6	7.78	161.65	15.00	306.28	490.70	47	970	90	1,838	2,944	560	11,638	1,080	22,052	35,330			
3 inch compound	1	15.60	161.65	20.00	306.28	503.52	16	162	20	306	504	187	1,940	240	3,675	6,042			
4 inch compound	-	25.20	290.45	25.00	550.33	890.99	-	-	-	-	-	-	-	-	-	-	-		
6 inch	-	50.00	400.00	35.00	757.89	1,242.89	-	-	-	-	-	-	-	-	-	-	-		
5/8 inch (rural)	4	0.88	9.50	1.00	18.00	29.38	4	38	4	72	118	42	456	48	864	1,410			
Total	514							\$ 590	\$ 7,603	\$ 811	\$ 14,406	\$ 23,410	\$ 7,075	\$ 91,240	\$ 9,732	\$ 172,875	\$ 280,922		

Water System Improvement Project

Principal: \$ 3,764,515.00
 Interest: 2.875%
 Term: 480 months
 Monthly: \$ 13,206.60
 Annual: \$ 158,479.22

Meter Size	Number	Fixed Charges			Monthly Revenues			Annual Revenues			New Debt Service		
		Meter Maint.	Base Charge	Fire Flow	Meter Maint.	Base Rate	Fire Flow	Meter Maint.	Base Rate	Fire Flow	Meter Maint.	Base Rate	Fire Flow
5/8 inch	444	\$ 0.88	\$ 9.50	\$ 1.00	\$ 391	\$ 4,218	\$ 444	\$ 4,689	\$ 50,616	\$ 5,328	\$ 106,560	\$ 167,193	
3/4 inch	16	1.10	14.12	1.00	18	226	16	211	2,710	192	5,706	8,819	
1 inch	17	1.42	23.34	3.00	24	397	51	290	4,761	612	10,022	15,685	
1 1/2 inch	12	2.82	46.38	6.00	34	557	72	406	6,679	864	14,061	22,010	
2 inch	13	3.96	74.04	8.00	51	963	104	618	11,551	1,248	24,318	37,734	
2 inch turbine	1	6.04	74.04	10.00	6	74	10	72	889	120	1,871	2,952	
3 inch turbine	6	7.78	161.65	15.00	47	970	90	560	11,638	1,080	24,502	37,781	
3 inch compound	1	15.60	161.65	20.00	16	162	20	187	1,940	240	4,084	6,451	
4 inch compound	-	25.20	290.45	25.00	-	-	-	-	-	-	-	-	
6 inch	-	50.00	400.00	35.00	-	-	-	-	-	-	-	-	
5/8 inch (rural)	4	0.88	9.50	1.00	4	38	4	42	456	48	960	1,506	
Total	514				\$ 590	\$ 7,603	\$ 811	\$ 7,075	\$ 91,240	\$ 9,732	\$ 192,083	\$ 300,130	

Monthly Rate Without Reserve

Corrosion Control:	\$ 1.25	\$ 1.25
Water System Improvement Project:	\$ 16.75	\$ 16.75
Total Debt Service:	\$ 18.00	\$ 18.00
Current Bill (Average Residence):	\$ 21.38 (4,000 gallons per month)	\$ 30.13 (7,500 gallons per month)
New Bill (Average Residence):	\$ 39.38	\$ 48.13
Percentage Increase	84%	60%

Monthly Rate With Reserve

Corrosion Control:	\$ 1.25	\$ 1.25
Water System Improvement Project:	\$ 18.50	\$ 18.50
Total Debt Service:	\$ 19.75	\$ 19.75
Current Bill (Average Residence):	\$ 21.38 (4,000 gallons per month)	\$ 30.13 (7,500 gallons per month)
New Bill (Average Residence):	\$ 41.13	\$ 49.88
Percentage Increase	92%	65%

Bill Comparisons

	Current	CCTP	WSJP Options			
Meter Maintenance	\$ 0.88	\$ 0.88	\$ 0.88	\$ 0.88	\$ 0.88	\$ 0.88
Base Charge	9.50	9.50	9.50	9.50	9.50	9.50
Fire Flow	1.00	1.00	1.00	1.00	1.00	1.00
Usage (4000 gallons)	10.00	10.00	10.00	10.00	10.00	10.00
CCTP Debt Service	-	1.25	1.25	1.25	1.25	1.25
WSJP Debt Service	-	-	16.75	18.00	20.00	21.75
Total	\$ 21.38	\$ 22.63	\$ 39.38	\$ 40.63	\$ 42.63	\$ 44.38

