

CITY of CASCADE LOCKS

AGENDA

CITY COUNCIL MEETING, Monday, March 27, 2017, 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.** (The Mayor may add items to the agenda after it is printed and distributed only when required by business necessity and only after an explanation has been given. The addition of agenda items after the agenda has been printed is otherwise discouraged.)
3. **Adoption of Consent Agenda.** (Consent Agenda may be approved in its entirety in a single motion. Items are considered to be routine. Any Councilor may make a motion to remove any item from the Consent Agenda for individual discussion.)
 - a. **Approval of February 27, 2017 Minutes.**
 - b. **Ratification of the Bills in the Amount of \$ 296,147.55.**
 - c. **Approve Resolution No. 1372 Assessing the Real Property Located at 114 SE Hammond Street for the Costs of Abatement of Junk.**
 - d. **Approve Waiver of Ordinance No. 364 Regarding Noise to allow for Movies in the Park in the Port's Marine Park.**
4. **Public Hearing:** None.
5. **Action Items:**
 - a. **Appointment to Committees.**
 - b. **Approve Resolution No. 1373 Adopting a Risk Management Policy.**
 - c. **Approve Resolution No. 1374 Adopting Street Right-of-Way for Herman Creek Lane and Attwell Street.**
6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** (Comments on matters not on the agenda or previously discussed.)
7. **Reports and Presentations.**
 - a. **City Committees.**
 - b. **Proclamation of Support for the 2017 HRC Reads Project, ORDINARY GRACE by William Kent Krueger. (HRCLD)**
 - c. **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 7:00 PM. CM's Groves, Randall, Fitzpatrick (via phone), Walker, Busdieker, Zerfing (7:05), and Mayor Cramblett were present. Also present were City Administrator Gordon Zimmerman, City Recorder Kathy Woosley, David Skakel, Tonya Moffitt, Port General Manager Paul Koch, Brenda Wood, Station Captain Jessica Bennett, Aurora delVal, and Finance Officer Marianne Bump.
2. **Additions or amendments to the Agenda.** CA Zimmerman said PGM Koch was here to report for the Port of Cascade Locks and can be added under Reports and Presentations.
3. **Adoption of Consent Agenda.**
 - a. **Approval of February 13, 2017 Minutes.**
 - b. **Ratification of the Bills in the Amount of \$ 234,659.37.**Mayor Cramblett read the list of items on the Consent Agenda. **Motion:** CM Busdieker moved, seconded by CM Walker, to approve the Consent Agenda. The motion passed unanimously by CM's Groves, Randall, Fitzpatrick, Walker, Busdieker, and Mayor Cramblett.
4. **Public Hearing:** None.
5. **Action Items:**
 - a. **Appointment to Committees.** None.
 - b. **Approve Accounting Software Upgrade.** CA Zimmerman reported on the software upgrade from Caselle. CM Zerfing said he didn't appreciate "being held over a barrel" and asked if comparisons had been made with other software programs. CA Zimmerman explained that the Finance Committee had researched this issue when the Caselle Software was purchased. FO Bump explained that Caselle has been great to work with and changing software would cost a lot of time in not only the program, but lost time in training. CA Zimmerman agreed that this was an extortion type move but 80% of Caselle customers have already moved to the upgrade. Tonya Moffitt said the cities that she works with that have upgraded has had no conversion issues. CM Zerfing asked if this is the same program used for work orders. CA Zimmerman said it is the same software. CM Zerfing asked if there would be any improved reporting. Tonya Moffitt said there is improved report writing, better information on employees, and some additional reports available on the newer version. CM Zerfing asked if there is a preventative maintenance program. Tonya said she thought there was. CM Busdieker asked if this upgrade would do everything we are currently doing without adding modules. FO Bump said this is an upgrade to what we already have and enhances our reporting system. She said there are options for new modules but we are not anticipating any new modules at this time. She said the Excel Module that was purchased recently would be included in the upgrade. FO Bump said the City has had Caselle since 2011 with no operating issues at all. She said if new software is purchased it will cost \$80,000 to \$100,000 dollars and a longer installation time. She said the City should stay with the program that we all know and use. CM Walker asked the anticipated life span of this update. FO Bump said we have used the same system for the past six years. She said she didn't anticipate another update for another six to eight years. She said it isn't a new program it is an enhancement. CM Walker asked about the maintenance rate. FO Bump said the City has paid the same fee for maintenance for the past six years. She said there was an increase when the Excel Module was purchased. Mayor Cramblett asked if the City could just choose to stay with the current system. FO Bump said the City can but reporting changes will not be updated. She explained that if PERS reporting or payroll reporting changes the City would not have the updates and would be out of compliance. CM Fitzpatrick said when going to a new software program there is a time factor involved to get everything up and running. He said he appreciates that the City would be running the same software and not requiring additional training and lost time in the conversion. FO Bump said Caselle has been able to find her errors when she couldn't and this has been at no additional cost for that support. She said their support is excellent and didn't know of any other

software that would offer that kind of support. CM Busdieker said she wanted to make it clear that her questions were less about trying to find something else but more about being infuriated that they have the City “over a barrel” with the update. **Motion:** CM Zerfing moved, seconded by CM Busdieker, to accept the proposal saving the City 5% and taking action by March 31st.

Mayor Cramblett said if moving to a different software program you would be taking the chance of them not delivering what this program has done for us. CM Zerfing said he doesn’t like the “do it or else” tactic. CA Zimmerman said the program has to meet accounting standards and Caselle is a larger software company. He said the auditor has also commented that Caselle works well.

Mayor Cramblett asked how the work order system was going and assumed that reporting would be coming to Council. CA Zimmerman explained that the Public Works Department and Electric Department Working Foremen are great at field work but not so great at computer work. He said both departments are doing better at tracking jobs, labor and parts. He said they are getting the idea and it is on paper but not on the computer yet. CM Busdieker said she has been on Council for almost four years and there still isn’t a working work order system. CA Zimmerman said there is a work order system but what is not completed is the inventory tied to it. He explained the negative comment in the audit that pertains to this issue. CM Busdieker said it just doesn’t seem that this should take several years to accomplish. CM Zerfing said he was a working foreman and had to start using a computer for his job. He said the City’s Working Foremen should be able to do it. CA Zimmerman said the City wants to start with accurate information with updated inventory. He said the Electric Department is the biggest part of the inventory. FO Bump said Administration has been trained but the Working Foremen find it hard to make the time for inputting the information. CA Zimmerman said the City has a lean staff and there are always issues arising. CM Busdieker said the Council should have the information available to them. CA Zimmerman said the work is done but it’s on paper. CM Zerfing said he understands that the City has a very small crew. CA Zimmerman said he is trying to fit a person into the budget to split time in the Public Works and Electrical Department to do the computer work and also a Deputy Recorder. CM Fitzpatrick said there is no substitute for time to get things done, he appreciates the progress, and knows that this is a work in progress. Mayor Cramblett said this has been an issue for more than eight years and it is Council’s job to keep asking the question. CM Busdieker said some improvement is still improvement. The motion passed unanimously by CM's Groves, 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. Audit Report. Tonya Moffitt said the City received a clean audit report with one finding (page 78) regarding expenditures and labor with capital projects in the Electric Department not being tracked for the audit year. She said page 48 shows no deficiencies and the City is covering expenses appropriately. Tonya explained beginning monthly balances and money in reserves. Tonya explained that page 11 shows the City is in a positive net position with 1.8 million in unrestricted cash. She said the City is doing well and she has full confidence in management. Mayor Cramblett said the audit report is easy to read and understand and he appreciated that. CM Busdieker said her address is listed wrong and should be Stevenson, Washington and not Cascade Locks.

b. Tri County Hazardous Waste. David Skakel showed a Power Point Presentation to Council on the Tri County Hazardous Waste programs. He said the event this year for Cascade Locks would be in the East Gate Park to be more visible to the public.

c. Emergency Services Internship. Station Captain Bennett reported that during the two years that Jesse Metheny was in the program he contributed to approximately \$96,490 in revenue and she has

contributed to approximately \$102,415 in revenue during her internship. She said this revenue is strictly for transports. SC Bennett said the Paramedic Program has cost the City \$28,000 with \$198,905 in return.

Mayor Cramblett said most of our volunteers are local and not all of them have left after their training. He said this is an opportunity for a local citizen to better themselves and he feels good about that. CM Zerfing said the City has lost people right after certification. He said he would like to see more communication with the community and asked how do you get volunteers when Channel 23 reaches only a few citizens and out of those maybe only five or six view it. He said there needs to be a door to door effort or Face Book. SC Bennett said the Fire Department has a web page, a Face Book page, and a link to the Fire Department's website on the City's website. Mayor Cramblett said the program needs to be promoted in the school. CM Zerfing said it would be good to get in touch with the high school students. SC Bennett said there is one student fire fighter in the program now. Mayor Cramblett said we still have kids that live in town and we need to make connection with them. CM Busdieker suggested contact be made with the school. CM Busdieker asked if the City was any closer to getting Channel 23 broadcast online. CA Zimmerman said the City is still researching this. SC Bennett said the youth are talking about it amongst themselves. CA Zimmerman suggested SC Bennett talk to the Tourism Committee to find out about buying ad space on their Face Book page to promote the volunteer program. Aurora said flyers could be available at the bus stops and face to face contact made. CA Zimmerman said letters could be sent to juniors and seniors in school. CM Busdieker said in her internet searches she has found Emergency Services and Fire Fighters volunteer shortages everywhere. She said SC Bennett was doing a great job.

CM Zerfing asked SC Bennett when she would become a paramedic. She said she took the final test and is waiting for information about the degree.

d. City Committees. None.

e. Port of Cascade Locks. PGM Koch said the Joint Work Group on Economic Development suggested the City report to the Port Commission once a month and the Port report to the City Council one a month. He reported on work between ODOT, WSDOT, Port of Cascade Locks, and Port of Hood River regarding traffic control and emergency issues when the Bridge of the Gods and Hood River Bridge are backed up. He said a plan is projected by June.

PGM Koch said Don Mann is continually working on bringing businesses to Cascade Locks. He said the Port received the loan to construct Flex Building 2 with two businesses already committing to space. He said Don is currently working with someone to open a Mexican Food Restaurant in the downtown area. PGM Koch said the State of Oregon has approved the Port's Strategic Business Plan. He said the Port is working on an RFP for an economic best use capability for the airport property.

PGM Koch said the Port will be in Salem on Wednesday to testify for SB 454 regarding funding for transportation projects to include Oregon and Washington to work together on a transportation plan for the National Scenic Area.

PGM Koch reported the Port is continuing to make the organizational changes that were decided on last fall. He said the Port would be contracting with Holly for some of the work. He said maintenance and construction will be broke into two operating sections. He described one as construction and repair and the other as building and grounds maintenance. He said the Brittney Berge will be the Projects Manager and the Port will be hiring a receptionist.

PGM Koch reported on the seismic enhancement assessment and the Bridge of the Gods Maintenance Plan. He also reported on the Technology Plan for the Bridge of the Gods that will be the same as the Hood River Bridge with fly by lanes.

PGM said the Port will be doing some remodeling on the pavilion to be more conducive to weddings and other events. He said square tables will be replaced with round tables and an upgrade in the chairs.

f. **City Administrator Zimmerman Report.** CA Zimmerman said we need to move the work session for the Waste Water Master Plan to April 10th. He said that he and the Mayor would not be in attendance at the regularly scheduled meeting on March 13th and asked Council if they wanted to continue with the meeting or cancel. There was consensus of the Council to cancel.

CA Zimmerman said he and Public Works Foreman Price met with ODOT today to discuss their requirement of overlaying WaNaPa with the water project. He said ODOT agreed the City would repave the parking strip and bike lanes on the north side of WaNaPa. He said with these changes the budget should not increase. He said he was pleased that ODOT was willing to work with the City on these changes. CM Busdieker asked when construction would begin. CA Zimmerman said there are two other special permits to process and hopefully will start the bid process next week. He said the water project should be taking place during construction season and right before the busiest part of our tourist season.

8. **Mayor and City Council Comments.** CM Fitzpatrick said he was happy to hear about the ODOT approval so the water project can keep moving. He said the EMS report is encouraging. CM Busdieker said the Council has talked a lot about financials and projects tonight and wanted to thank Staff for keeping things moving. CM Randall said he is pleased about the Council's decision to change auditors. He said the staff is working well with the auditors and he appreciates the work being done on the work order system. Mayor Cramblett said he would like to have a review of the Charter. He said the elections issue has to be made clear in the Charter and he has heard comments from citizens that the Electric Enterprise should be in the Charter. He said there is potential for businesses to locate in Cascade Locks and would be interested in establishing where extra revenue would be spent.
9. **Other matters.** CM Zerfing asked when the gravel would be removed from the sidewalks. CA Zimmerman said Public Works would be getting the rock off of the sidewalks and the County will be helping to remove it from the side streets in return for the City helping to plow the County streets.
10. **Executive Session.** None.
11. **Adjournment. Motion:** CM Walker moved, seconded by CM Busdieker, to adjourn. The motion was approved unanimously by CM's Groves, Randall, Fitzpatrick, Walker, Busdieker, Zerfing, and Mayor Cramblett. The meeting was adjourned at 9:21 PM.

Prepared by
Kathy Woosley, City Recorder

APPROVED:

Tom Cramblett, Mayor

BLANKET VOUCHER APPROVAL

PAGE NO. 1

DEPARTMENT: CITY OF CASCADE LOCKS
COVER SHEET AND SUMMARY

DATE:	DESCRIPTION:	AMOUNT:
3/3/2017	PR	\$ 38,893.88
3/17/2017	PR	\$ 53,787.38
2/24/2017	A/P	\$ 152,548.58
2/28/2017	A/P	\$ 6,821.63
3/10/2017	A/P	\$ 44,096.08

GRAND TOTAL \$ 296,147.55

APPROVAL:

Report Criteria:
Report type: GL detail

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
7999	02/17	02/24/2017	7011	67614	Annala, Carey, Baker, Thompson, Vanko	Attorney Services	0140162100	1,214.00
Total 7999:								1,214.00
8000	02/17	02/24/2017	200	2872729474	AT&T MOBILITY	Electric Department Phone	5140562050	149.58
Total 8000:								149.58
8001	02/17	02/24/2017	330	1084728	BENNETT PAPER & SUPPLY CO	Can Liners, toilet paper, towels	0140462540	267.91
Total 8001:								267.91
8002	02/17	02/24/2017	370	55082	BIO-MED TESTING SERVICE	Drug Testing	0540562063	80.00
Total 8002:								80.00
8003	02/17	02/24/2017	460	6426	BROWN & KYRSAR, INC	Eagle Creek Job	5645163941	517.00
Total 8003:								517.00
8004	02/17	02/24/2017	6900	V700461	BSK Associates	water testing	2140562150	45.00
Total 8004:								45.00
8005	02/17	02/24/2017	820	64930	CH2M HILL ENGINEERS INC.	Engineering Services	3140562700	7,458.33
Total 8005:								7,458.33
8006	02/17	02/24/2017	1120	A156933	COLUMBIA HARDWARE, LLC	bungee cord	0540562440	2.49
8006	02/17	02/24/2017	1120	A156005	COLUMBIA HARDWARE, LLC	light bulbs	0140462520	15.88
8006	02/17	02/24/2017	1120	B156996	COLUMBIA HARDWARE, LLC	doorholder, springs	0540562440	11.38
8006	02/17	02/24/2017	1120	B156154	COLUMBIA HARDWARE, LLC	glazing compound, wire brush, painters t	0140462520	51.36
8006	02/17	02/24/2017	1120	B156154	COLUMBIA HARDWARE, LLC	glazing compound, wire brush, painters t	2140562560	51.36
8006	02/17	02/24/2017	1120	B156654	COLUMBIA HARDWARE, LLC	screws, screw setter, drywall mud	0540563000	50.33
8006	02/17	02/24/2017	1120	B156714	COLUMBIA HARDWARE, LLC	rope	0140462520	34.50
8006	02/17	02/24/2017	1120	B156787	COLUMBIA HARDWARE, LLC	PVC Coupler, gasket	2140562560	44.51
8006	02/17	02/24/2017	1120	C1327	COLUMBIA HARDWARE, LLC	lumber, sheetrock, mud, screws - supplie	0540563000	624.68

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 8006:								
8007	02/17	02/24/2017	1530	FEBRUARY	DISH NETWORK	Programming	4140562740	886.29
Total 8007:								
8008	02/17	02/24/2017	7012	16383	Fisher RPM Electric Motor, Inc.	Repair Sewer Pump	3140563040	400.03
Total 8008:								
8009	02/17	02/24/2017	2020	1276104	GENERAL PACIFIC INC.	copper auto line splice #2	5645163941	1,547.84
8009	02/17	02/24/2017	2020	1276104	GENERAL PACIFIC INC.	sleeve, auto, 1/0 str cu tension	5645163941	2,625.00
Total 8009:								
8010	02/17	02/24/2017	7021	1-1507513	Gorge Networks	Internet Services	0140162082	2,676.00
8010	02/17	02/24/2017	7021	11513256	Gorge Networks	Internet Services	0140162082	5,301.00
Total 8010:								
8011	02/17	02/24/2017	2420	8931	HOOD RIVER CO. - FINANCE	February 2017 Deputy Service	0141962250	201.79
Total 8011:								
8012	02/17	02/24/2017	3070	1500437277	LESS SCHWAB TIRE CENTER	Tires	2140562530	8,626.17
8012	02/17	02/24/2017	3070	1500437277	LESS SCHWAB TIRE CENTER	Tires	3140562441	491.38
Total 8012:								
8013	02/17	02/24/2017	3150	021617	MARIANNE BUMP	Reimburse Mileage	0140162020	982.76
Total 8013:								
8014	02/17	02/24/2017	4020	ME120150	ODOT-FUEL SALES	Fuel	0340562530	21.40
8014	02/17	02/24/2017	4020	ME120150	ODOT-FUEL SALES	Fuel	0540562420	1,188.08
8014	02/17	02/24/2017	4020	ME120150	ODOT-FUEL SALES	Fuel	5140562200	401.95
Total 8014:								
								2,723.93

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
8015	02/17	02/24/2017	4530	10283755	PAPER MACHINERY	spring	2140562441	27.67
Total 8015:								27.67
8016	02/17	02/24/2017	6769	01-17-412	PARC Resources, LLC	City Planning	0140262090	193.50
8016	02/17	02/24/2017	6769	01-17-412	PARC Resources, LLC	Planning Services	0740562115	322.50
Total 8016:								516.00
8017	02/17	02/24/2017	4650	1305222	PLATT ELECTRIC SUPPLY	electric supplies	0540562440	94.48
Total 8017:								94.48
8018	02/17	02/24/2017	4670	12128381	PORT OF CASCADE LOCKS	Bridge Tickets - PW	3140562020	40.00
8018	02/17	02/24/2017	4670	12142846	PORT OF CASCADE LOCKS	bridge Tickets - FD	0540562020	40.00
Total 8018:								80.00
8019	02/17	02/24/2017	4810	24771	PRINT IT	Name Plates	0140162010	12.00
Total 8019:								12.00
8020	02/17	02/24/2017	6780	22523116	Ricoh Americas Corporation	Lease	0140162120	179.02
8020	02/17	02/24/2017	6780	5046863250	Ricoh Americas Corporation	Copies	0140162110	41.04
Total 8020:								220.06
8021	02/17	02/24/2017	7026	8121724250	Shred-It USA	Acrcitives Shred Bins	0140162110	90.00
Total 8021:								90.00
8022	02/17	02/24/2017	6965	43	Sofia Urrutia-Lopez	Contract Support	0840562110	741.00
Total 8022:								741.00
8023	02/17	02/24/2017	5510	8043045069	STAPLES CONTRACT & COMMERCIA	stamp, toner, new electric dept. printer	0140162010	120.54
8023	02/17	02/24/2017	5510	8043045069	STAPLES CONTRACT & COMMERCIA	stamp, toner, new electric dept. printer	5140563946	169.99
Total 8023:								290.53

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
8024	02/17	02/24/2017	6970	92116	Suburban Propane	Propane	0540562421	1,790.30
Total 8024:								1,790.30
8025	02/17	02/24/2017	5650	142742	T & R ELECTRIC SUPPLY CO.	112 KVA Three Phase Pad Mount	5140563770	4,585.00
Total 8025:								4,585.00
8026	02/17	02/24/2017	6969	1169-1067	TEGNA	Programming	4140562740	307.02
Total 8026:								307.02
8027	02/17	02/24/2017	6070	991365	TWGW, INC NAPA AUTO PARTS	fuel filter	2140562441	21.92
8027	02/17	02/24/2017	6070	992261	TWGW, INC NAPA AUTO PARTS	gaskets, serpentine belt, drivebelt idler p	0340562441	149.55
8027	02/17	02/24/2017	6070	992261	TWGW, INC NAPA AUTO PARTS	gaskets, serpentine belt, drivebelt idler p	2140562441	149.56
8027	02/17	02/24/2017	6070	992968	TWGW, INC NAPA AUTO PARTS	antifreeze, bushing, towels, rags	0340562560	64.40
8027	02/17	02/24/2017	6070	992824	TWGW, INC NAPA AUTO PARTS	white rags	0340562560	11.99
8027	02/17	02/24/2017	6070	992840	TWGW, INC NAPA AUTO PARTS	washer fluid cap	0340562350	13.73
8027	02/17	02/24/2017	6070	993383	TWGW, INC NAPA AUTO PARTS	oil filter	5140562201	15.08
8027	02/17	02/24/2017	6070	993383	TWGW, INC NAPA AUTO PARTS	oil filter	5140662201	15.08
8027	02/17	02/24/2017	6070	993515	TWGW, INC NAPA AUTO PARTS	tail light	2140562441	3.29
8027	02/17	02/24/2017	6070	993517	TWGW, INC NAPA AUTO PARTS	charger	0340562560	89.99
8027	02/17	02/24/2017	6070	993517	TWGW, INC NAPA AUTO PARTS	charger	2140562560	90.00
Total 8027:								624.59
8028	02/17	02/24/2017	6937	324273556	US Bank Equipment Finance	Contract Payment	5140566001	1,196.26
8028	02/17	02/24/2017	6937	324273556	US Bank Equipment Finance	contract payment	5140566002	97.35
Total 8028:								1,293.61
8029	02/17	02/24/2017	6230	BF062200W	USDA FOREST SERVICE	Special Use Permit CRGNSA	5645163941	433.00
Total 8029:								433.00
8030	02/17	02/24/2017	6697	E1556703	Witmer Public Safety Group, Inc.	wildland pants	0540562350	446.99
Total 8030:								446.99
8031	02/17	02/24/2017	6923	1457960	Wood's Logging Supply	chain saw bar and chain	0340562560	30.40

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
8031	02/17	02/24/2017	6923	1457960	Wood's Logging Supply	chain saw bar and chain	2140562560	30.40
8031	02/17	02/24/2017	6923	1460178	Wood's Logging Supply	chpss, hard hat, chain file	0140462520	69.98
8031	02/17	02/24/2017	6923	1460178	Wood's Logging Supply	chpss, hard hat, chain file	2140562560	69.98
Total 8031:								200.76
8038	02/17	02/28/2017	790	313230273 2	CENTURYLINK	Fire Department Phones	0540562050	146.37
8038	02/17	02/28/2017	790	313401451 2	CENTURYLINK	Treatment Plant	3140562050	119.39
8038	02/17	02/28/2017	790	313470082 2	CENTURYLINK	City Hall Phones	0140162050	419.37
8038	02/17	02/28/2017	790	313785538 2	CENTURYLINK	telemethy	2140562050	134.71
8038	02/17	02/28/2017	790	313785538 2	CENTURYLINK	telemethy	3140562050	134.71
8038	02/17	02/28/2017	790	313891134 2	CENTURYLINK	Emergency/After Hours	5140562050	72.94
8038	02/17	02/28/2017	790	313891134 2	CENTURYLINK	Emergency/After Hours	5140562050	18.24
8038	02/17	02/28/2017	790	314228414 2	CENTURYLINK	Lift Station	3140562050	42.37
8038	02/17	02/28/2017	790	320153997 2	CENTURYLINK	well house dialer	2140562050	9.49
Total 8038:								1,097.59
8039	02/17	02/28/2017	1120	B160258	COLUMBIA HARDWARE, LLC	drywall knife, sanding sponge	0540563000	15.98
Total 8039:								15.98
8040	02/17	02/28/2017	1360	131233	DAVID R. CUNNINGHAM	City Network	0140162092	1,365.00
Total 8040:								1,365.00
8041	02/17	02/28/2017	1370	413918	DAY WIRELESS SYSTEMS	move and extend wires for base in city h	2140562560	263.80
Total 8041:								263.80
8042	02/17	02/28/2017	6854	FEBRUARY	Gordon Zimmerman	CA Expense	0140162094	542.35
Total 8042:								542.35
8043	02/17	02/28/2017	2850	022717	JESSICA BENNETT	reimburse for building supplies	0540562440	52.72
Total 8043:								52.72
8044	02/17	02/28/2017	3150	022717	MARIANNE BUMP	Reimburse Mileage	0140162020	96.30

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 8044:								96.30
8045	02/17	02/28/2017	7027	33562	SST/Security Systems Technology	install indicator deadhot at fire station	0540563000	125.00
Total 8045:								125.00
8046	02/17	02/28/2017	6110	FEBRUARY	U.S. POSTAL SERVICE	UB Postage	0140162055	283.12
Total 8046:								283.12
8047	03/17	03/10/2017	4910	211913208 3	Amber Hagman	Refund Deposit	5121130	110.82
Total 8047:								110.82
8048	03/17	03/10/2017	6966	01410018RC	American Messaging	Paging Service	5140562110	7.50
Total 8048:								7.50
8049	03/17	03/10/2017	6620	59090	Anderson Perry & Associates Inc.	020 Planning Studies Waste Water Facil	0740562131	6,000.00
Total 8049:								6,000.00
8050	03/17	03/10/2017	7011	67865	Annala, Carey, Baker, Thompson, Vanko	Attorney Services	0140162100	1,200.00
Total 8050:								1,200.00
8051	03/17	03/10/2017	580	MARCH 201	CARR, SHIRLEY	Brochure Delivery	0840562101	500.00
Total 8051:								500.00
8052	03/17	03/10/2017	590	CP-0006181	CARSON OIL COMPANY	fuel	0540562420	83.49
Total 8052:								83.49
8053	03/17	03/10/2017	6979	FEBRUARY	Cartomation, Inc.	GIS Service for City	5140562190	1,000.00
Total 8053:								1,000.00
8054	03/17	03/10/2017	670	100001500 3	CASCADE LOCKS LIGHT CO.	Fire Station	0540562439	767.35

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
8054	03/17	03/10/2017	670	100003500 3	CASCADE LOCKS LIGHT CO.	Res. No. 2	2140562070	28.30
8054	03/17	03/10/2017	670	100030200 3	CASCADE LOCKS LIGHT CO.	Pump Lift Station	3140562070	28.30
8054	03/17	03/10/2017	670	100039200 3	CASCADE LOCKS LIGHT CO.	Well House	2140562070	2,077.16
8054	03/17	03/10/2017	670	100379100 3	CASCADE LOCKS LIGHT CO.	Treatment Plant	3140562070	2,859.65
8054	03/17	03/10/2017	670	100381300 3	CASCADE LOCKS LIGHT CO.	Warehouse	2140562070	56.08
8054	03/17	03/10/2017	670	100381300 3	CASCADE LOCKS LIGHT CO.	Warehouse	2140562070	56.09
8054	03/17	03/10/2017	670	200120000 3	CASCADE LOCKS LIGHT CO.	Cemetery Water	1740562070	28.30
8054	03/17	03/10/2017	670	300155100 3	CASCADE LOCKS LIGHT CO.	Main Lift Station	3140562070	1,678.98
8054	03/17	03/10/2017	670	300171800 3	CASCADE LOCKS LIGHT CO.	Museum	0140762830	248.37
8054	03/17	03/10/2017	670	300183900 3	CASCADE LOCKS LIGHT CO.	Mall Lighting	5140562800	40.61
8054	03/17	03/10/2017	670	301961200 3	CASCADE LOCKS LIGHT CO.	Moody WTT Lift Station	2140562070	112.71
8054	03/17	03/10/2017	670	301961200 3	CASCADE LOCKS LIGHT CO.	Bike path	0140162852	11.38
8054	03/17	03/10/2017	670	600136900 3	CASCADE LOCKS LIGHT CO.	City Hall Utilities	0140162852	2,326.08
8054	03/17	03/10/2017	670	600149800 3	CASCADE LOCKS LIGHT CO.	87 Ruckle	3140562070	55.47
8054	03/17	03/10/2017	670	601369800 3	CASCADE LOCKS LIGHT CO.	City Hall Irrigation	0140162852	86.03
8054	03/17	03/10/2017	670	601369800 3	CASCADE LOCKS LIGHT CO.	Radio Tower	0540562439	58.50
8054	03/17	03/10/2017	670	SSS MARCH	CASCADE LOCKS LIGHT CO.	senior sewer subsidy	0140862025	227.00
Total 8054:								10,745.36
8055	03/17	03/10/2017	740	79171	CASELLE, INC.	Contract Support	0140162082	1,875.00
Total 8055:								1,875.00
8056	03/17	03/10/2017	6996	527328	Certified Folder	February Brochure Delivery	0840562101	41.59
Total 8056:								41.59
8057	03/17	03/10/2017	940	MARCH 201	CITY OF SPRINGFIELD	Ambulance Billing Service	0540562111	440.00
Total 8057:								440.00
8058	03/17	03/10/2017	6834	030717-2	Conserve Energy LLC	Energy Efficient Rebate-Commercial Lig	5140562140	3,367.00
Total 8058:								3,367.00
8059	03/17	03/10/2017	4910	10042516 3/	Cynthia Trippet	Refund Deposit	5121130	75.01
Total 8059:								75.01

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
8060	03/17	03/10/2017	1420	2012	DENNIS V. SNYDER JR. CONTRACTO	service chevy truck, exhaust, brakes, axl	5140562201	250.00
8060	03/17	03/10/2017	1420	2013	DENNIS V. SNYDER JR. CONTRACTO	Repair F550	0340562441	375.00
8060	03/17	03/10/2017	1420	2013	DENNIS V. SNYDER JR. CONTRACTO	Repair F550	2140562441	375.00
Total 8060:								1,000.00
8061	03/17	03/10/2017	1620	1381	EFFICIENCY SERVICES GROUP, LLC	BPA Program Services February 2017	5140562139	750.00
Total 8061:								750.00
8062	03/17	03/10/2017	4910	200103328 3	Emily Barton	Refund Credit Balance on Account	5130543810	259.37
Total 8062:								259.37
8063	03/17	03/10/2017	4910	300167614 3	Holly Howell	Refund Deposit	5121130	36.29
Total 8063:								36.29
8064	03/17	03/10/2017	3070	1500439492	LES SCHWAB TIRE CENTER	Tires	0540562441	434.00
Total 8064:								434.00
8065	03/17	03/10/2017	6874	FEB 2017	LIN Television Corporation	programming	4140562740	233.68
Total 8065:								233.68
8066	03/17	03/10/2017	3380	KPDX FEB 2	Meredith Corporation	Retransmission	4140562740	152.40
8066	03/17	03/10/2017	3380	KPTV FEB 2	Meredith Corporation	Retransmission	4140562740	317.50
Total 8066:								469.90
8067	03/17	03/10/2017	3490	2229	MID-COLUMBIA ECONOMIC	518 CL CDBG	0740562131	5,000.00
Total 8067:								5,000.00
8068	03/17	03/10/2017	3770	22-201702	NET ASSETS	Title Search	0140162110	11.00
Total 8068:								11.00
8069	03/17	03/10/2017	3980	MARCH 201	OCCMA	NW Regional Managers Conference Reg	0140162020	350.00

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 8069:								
8070	03/17	03/10/2017	3990	2017	OCPDA	Membership Dues	0140162030	50.00
Total 8070:								
Total 8071:								
8071	03/17	03/10/2017	4020	ME120322	ODOT-FUEL SALES	Fuel	0340562530	387.56
8071	03/17	03/10/2017	4020	ME120322	ODOT-FUEL SALES	Fuel	0540562420	273.92
8071	03/17	03/10/2017	4020	ME120322	ODOT-FUEL SALES	Fuel	2140562580	334.20
8071	03/17	03/10/2017	4020	ME120322	ODOT-FUEL SALES	Fuel	3140562530	105.36
Total 8071:								
8072	03/17	03/10/2017	6935	86290	Oregon Travel Experience	4x4 panel	0940562114	75.00
Total 8072:								
Total 8073:								
8073	03/17	03/10/2017	4530	402580700	PAPER MACHINERY	Vac Truck Rental	5645163941	389.40
Total 8073:								
Total 8074:								
8074	03/17	03/10/2017	6769	02-17-426	PARC Resources, LLC	City Planning	0140262080	322.50
8074	03/17	03/10/2017	6769	02-17-426	PARC Resources, LLC	general planning	0740562115	322.50
Total 8074:								
Total 8075:								
8075	03/17	03/10/2017	4620	3302954659	PITNEY BOWES - RENTAL	Periodic Payment	0140162120	154.47
Total 8075:								
Total 8076:								
8076	03/17	03/10/2017	6780	5047343687	Ricoh Americas Corporation	Copies	0140162110	35.54
Total 8076:								
Total 8077:								
8077	03/17	03/10/2017	6834	030717	Sarah Read	Energy Efficiency Rebate-duct work	5140562140	1,400.00
Total 8077:								

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
8078	03/17	03/10/2017	5210	2017	SECRETARY OF STATE	Filing Fee	0140162080	250.00
Total 8078:								250.00
8079	03/17	03/10/2017	6886	FEB 2017	Sinclair Television Group, Inc.	Programming	4140562740	279.40
Total 8079:								279.40
8080	03/17	03/10/2017	6665	44	Sofia Urrutia-Lopez	Contract Support	0840562110	840.00
Total 8080:								840.00
8081	03/17	03/10/2017	5540	WOOSLEY 2	STATE OF OREGON	Notary 4 year renewal	0140162030	40.00
Total 8081:								40.00
8082	03/17	03/10/2017	5900	030217	TOM CRAMBLETT	reimburse mileage	0140862020	96.30
Total 8082:								96.30
8083	03/17	03/10/2017	6070	989675	TWGW, INC NAPA AUTO PARTS	ice melt, torch, butane	2140562660	72.73
8083	03/17	03/10/2017	6070	992522	TWGW, INC NAPA AUTO PARTS	anti freeze, brakelken, hose	0340562660	51.45
8083	03/17	03/10/2017	6070	992522	TWGW, INC NAPA AUTO PARTS	anti freeze, brakelken, hose	2140562660	51.45
8083	03/17	03/10/2017	6070	994366	TWGW, INC NAPA AUTO PARTS	exhaust pipe gasket, oil	5140562201	31.00
8083	03/17	03/10/2017	6070	994345	TWGW, INC NAPA AUTO PARTS	gaskets	5140562201	5.13
8083	03/17	03/10/2017	6070	994516	TWGW, INC NAPA AUTO PARTS	brake caliper w/hardware, core deposit, b	5140562201	187.10
8083	03/17	03/10/2017	6070	994669	TWGW, INC NAPA AUTO PARTS	brake pads, gear oil, wheel seal	5140562201	46.33
8083	03/17	03/10/2017	6070	994787	TWGW, INC NAPA AUTO PARTS	wheel seal, brake fluid, gear oil, brake rot	5140562201	53.34
8083	03/17	03/10/2017	6070	994752	TWGW, INC NAPA AUTO PARTS	brake rotor	5140562201	50.85
Total 8083:								649.38
8084	03/17	03/10/2017	6690	030317	WOOSLEY, KATHY	Reimburse Mileage	0140162020	27.15
Total 8084:								27.15
8085	03/17	03/10/2017	6945	110894	4COM, Inc.	programming	4140562740	150.99
Total 8085:								150.99

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
2141701	02/17	02/24/2017	3340	260M410E	MEDICARE PART B	Part B Supplier Payment	0540562110	560.00 M
Total 2141701: 560.00								
2241701	02/17	02/24/2017	6090	JANUARY 20	U S BANK	Bank Fees	0140162110	337.95 M
Total 2241701: 337.95								
2241702	02/17	02/24/2017	440	JAN17-PWR	BPA	January Power Bill	5140562820	82,590.00 M
2241702	02/17	02/24/2017	440	JAN17-PWR	BPA	January Power Bill	5140662820	12,896.00 M
Total 2241702: 95,486.00								
2241703	02/17	02/24/2017	440	JAN17-TRNO	BPA	January Transmission Bill	5140562821	11,915.00 M
2241703	02/17	02/24/2017	440	JAN17-TRNO	BPA	January Transmission Bill	5140662821	1,872.00 M
Total 2241703: 13,787.00								
2281701	02/17	02/28/2017	6090	2974 2/17	U S BANK CC	ipad data plan	0540562050	14.99 M
2281701	02/17	02/28/2017	6090	2974 2/17	U S BANK CC	background check	0540562110	10.00 M
Total 2281701: 24.99								
2281702	02/17	02/28/2017	6090	5243 2/17	U S BANK CC	CA Trip to Sale	0140162020	213.80 M
2281702	02/17	02/28/2017	6090	5243 2/17	U S BANK CC	plane ticket-zimmerman-DC Trip	0140162020	731.40 M
2281702	02/17	02/28/2017	6090	5243 2/17	U S BANK CC	planning assoc. renewal	0140262020	175.00 M
2281702	02/17	02/28/2017	6090	5243 2/17	U S BANK CC	plane ticket-cramblett-DC Trip	0140862020	731.40 M
Total 2281702: 1,851.60								
2281703	02/17	02/28/2017	6090	8789 2/17	U S BANK CC	Window for sw lift station	3140562560	600.00 M
Total 2281703: 600.00								
2281704	02/17	02/28/2017	6090	2305 2/17	U S BANK CC	facebook ad	0840562114	24.56 M
2281704	02/17	02/28/2017	6090	2305 2/17	U S BANK CC	ice storm expenses	5645163941	478.62 M
Total 2281704: 503.18								
3101701	03/17	03/10/2017	3650	17020195	NATIONAL CABLE TELEVISION COOP.	Programming	4140562740	3,496.30 M

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 3101701:								3,496.30
Grand Totals:								203,486.29

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-21010	.00	23,546.19-	23,546.19-
01-401-62010	132.54	.00	132.54
01-401-62020	1,440.05	.00	1,440.05
01-401-62030	90.00	.00	90.00
01-401-62050	419.37	.00	419.37
01-401-62055	283.12	.00	283.12
01-401-62080	250.00	.00	250.00
01-401-62082	3,643.58	.00	3,643.58
01-401-62094	542.35	.00	542.35
01-401-62100	2,414.00	.00	2,414.00
01-401-62110	515.53	.00	515.53
01-401-62120	333.49	.00	333.49
01-401-62552	2,422.49	.00	2,422.49
01-402-62020	175.00	.00	175.00
01-402-62090	516.00	.00	516.00
01-404-62520	171.52	.00	171.52
01-404-62540	267.91	.00	267.91
01-407-62630	248.37	.00	248.37
01-408-62020	827.70	.00	827.70
01-408-62025	227.00	.00	227.00
01-419-62250	8,626.17	.00	8,626.17
03-21010	.00	2,349.52-	2,349.52-
03-405-62441	524.55	.00	524.55
03-405-62530	1,576.74	.00	1,576.74
03-405-62560	248.23	.00	248.23
05-21010	.00	6,538.65-	6,538.65-
05-405-62020	40.00	.00	40.00
05-405-62050	161.36	.00	161.36
05-405-62063	80.00	.00	80.00
05-405-62110	570.00	.00	570.00
05-405-62111	440.00	.00	440.00
05-405-62350	460.72	.00	460.72
05-405-62420	759.36	.00	759.36
05-405-62421	1,790.30	.00	1,790.30
05-405-62439	825.85	.00	825.85
05-405-62440	161.07	.00	161.07
05-405-62441	434.00	.00	434.00
05-405-63000	815.99	.00	815.99

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
07-21010	.00	11,645.00-	11,645.00-
07-405-62115	645.00	.00	645.00
07-405-62131	11,000.00	.00	11,000.00
08-21010	.00	2,222.15-	2,222.15-
08-405-62101	541.59	.00	541.59
08-405-62110	1,581.00	.00	1,581.00
08-405-62114	99.56	.00	99.56
17-21010	.00	28.30-	28.30-
17-405-62551	28.30	.00	28.30
21-21010	.00	4,540.70-	4,540.70-
21-405-62050	144.20	.00	144.20
21-405-62070	2,274.25	.00	2,274.25
21-405-62150	45.00	.00	45.00
21-405-62441	577.44	.00	577.44
21-405-62530	825.58	.00	825.58
21-405-62560	674.23	.00	674.23
31-21010	.00	15,217.67-	15,217.67-
31-405-62020	40.00	.00	40.00
31-405-62050	296.47	.00	296.47
31-405-62070	4,678.49	.00	4,678.49
31-405-62441	491.38	.00	491.38
31-405-62530	105.36	.00	105.36
31-405-62560	600.00	.00	600.00
31-405-62700	7,458.33	.00	7,458.33
31-405-63040	1,547.64	.00	1,547.64
41-21010	.00	5,337.32-	5,337.32-
41-405-62740	5,337.32	.00	5,337.32
51-21010	.00	124,921.77-	124,921.77-
51-21130	222.12	.00	222.12
51-305-43810	259.37	.00	259.37
51-405-62060	222.52	.00	222.52
51-405-62110	7.50	.00	7.50
51-405-62139	750.00	.00	750.00
51-405-62140	4,767.00	.00	4,767.00
51-405-62190	1,000.00	.00	1,000.00
51-405-62200	1,658.90	.00	1,658.90
51-405-62201	638.83	.00	638.83
51-405-62800	40.61	.00	40.61
51-405-62820	82,590.00	.00	82,590.00
51-405-62821	11,915.00	.00	11,915.00

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
51-405-63770	4,585.00	.00	4,585.00
51-405-63948	169.99	.00	169.99
51-405-66001	1,196.26	.00	1,196.26
51-405-66002	97.35	.00	97.35
51-406-62050	18.24	.00	18.24
51-406-62201	15.08	.00	15.08
51-406-62820	12,896.00	.00	12,896.00
51-406-62821	1,872.00	.00	1,872.00
56-21010	.00	7,119.02-	7,119.02-
56-451-63941	7,119.02	.00	7,119.02
Grand Totals:	203,466.29	203,466.29-	.00

Report Criteria:
 Report type: GL detail

STAFF REPORT

Date Prepared: 03/16/17

For City Council Meeting on: 03/27/17

TO: Honorable Mayor and City Council

PREPARED BY: Kathy Woosley, City Recorder

APPROVED BY: Gordon Zimmerman

SUBJECT: Filing a lien for abatement costs.

SYNOPSIS: The property owner of 114 Hammond Street was first contacted on July 3, 2013 regarding a complaint about ordinance violations and the condition of the home on the property. Several attempts have been made to try to encourage the property owner to comply. The property owner was cited into Municipal Court following the process in our Municipal Code. Failure to comply forced the City to clean up the property. The cost of the abatement will be filed as a lien on the property.

CITY COUNCIL OPTIONS: Approve, modify, or reject Resolution No. 1372.

RECOMMENDATION: Motion: "I move to approve Resolution No. 1372 assessing the real property located at 114 Hammond Street for the costs of abatement of junk."

Legal Review and Opinion: The City Attorney has been involved in the entire process and has reviewed the resolution.

RESOLUTION NO. 1372

**A RESOLUTION ASSESSING THE REAL PROPERTY LOCATED
AT 114 HAMMOND STREET FOR THE COSTS OF ABATEMENT OF JUNK.**

WHEREAS, Sheldon Price, the City Public Works Working Foreman, posted a Notice to Abate Nuisance upon the following listed property on the date shown below;

<u>Property</u>	<u>Assessor's Map No.</u>	<u>Date of Posting</u>
114 SE Hammond Street	2N 8E 7 BB 5900	October 27, 2016

and

WHEREAS, the following person is the owner of the following listed property;

<u>Property</u>	<u>Owner</u>
114 SE Hammond Street	Heights Villa Apartment Corporation Agent: Ron Fragner

and

WHEREAS, the Notice to Abate Nuisance required the removal of accumulated debris, rubbish, and other refuse, refrigerator parts, car parts, metal debris, and junk from the listed property pursuant to the provisions of Cascade Locks Municipal Code Section 95; and

WHEREAS, the Notice to Abate Nuisance further provided that if the nuisance conditions were not abated, the City would abate the nuisance conditions, and the costs of the abatement would be charged to the owner of the property, and become a lien upon the property; and

WHEREAS, as a result of the owner's failure to abate the nuisance conditions on the property, the City abated the nuisance conditions on the date listed below, for the cost listed below;

<u>Property</u>	<u>Contractor</u>	<u>Date of Abatement</u>	<u>Cost</u>
114 SE Hammond Street	City of Cascade Locks	November 9-10, 2016	\$2,846.70

and

WHEREAS, pursuant to Section 95 of Cascade Locks Municipal Code, on January 5, 2017 the City Recorder sent a Notice of Assessment by certified mail to Ron Fragner, Heights Villa Apartment Corporation, PO Box 2875, Vancouver, WA 98668 advising him that the total cost of the assessment for the property was \$2,846.70, which included a \$569.34 administrative fee required by Cascade Locks Municipal Code Section 95, and that the listed sum would become a lien upon the property if the amount was not paid within 30 days of the notice by Mr. Fragner; and

WHEREAS, the January 5, 2017 Notice of Assessment to Mr. Fragner advised him that he had 10 days from the date of the notice to request a hearing; and

WHEREAS, Mr. Fragner failed to request a hearing by the stated deadline, and he failed to pay the balance of the assessment by the deadline listed in the notice of assessment, and the City Council finds that the statement of the amount of the proposed assessment is correct, and that no reason exists to justify any delay in proceeding with the imposition of a lien upon the property for the cost of the assessment.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CASCADE LOCKS
RESOLVES AS FOLLOWS:**

Section 1. Assessment. The cost of the abatement of the nuisance conditions consisting of the removal of accumulated debris, rubbish, and other refuse, refrigerator parts, car parts, metal debris, and junk for the property located at 114 SE Hammond Street, is assessed upon the following property:

<u>Name/Address</u>	<u>Description</u>	<u>Final Assessment</u>
Heights Villa Apartment Corporation Ron Fragner P.O. Box 2875 Vancouver, WA 98668	2N 8E 7 BB 5900	\$2,846.70

The legal description for the property is shown in the attached Exhibit "A".

Section 2. Docket Entry. Upon passage of this Resolution and its approval by the Mayor, the City Recorder is instructed and directed to enter into the Docket of City Liens the following matters in relation to the assessment:

- a. The foregoing legal description of the property assessed.
- b. The name of the owners or statement that the owners are unknown.
- c. The sum assessed upon each lot or tract of land.
- d. The date of the docket entry.

Section 3. Notices/Collection of Assessment. The City Recorder is directed to proceed with notice and collection of the assessment in accordance with the procedures prescribed by State law for enforcement of liens and collection of assessments.

Section 4. Effective Date. This Resolution shall be effective as of March 27, 2017.

Adopted by the City Council on March 27, 2017.

Approved by the Mayor on March 27, 2017.

APPROVED:

Tom Cramblett, Mayor

ATTEST:

Kathy Woosley, City Recorder

EXHIBIT "A" – Resolution No. 1372

Lot 16, Block1, MOUNTAIN VIEW ADDITION TO CASCADE LOCKS, in the City of Cascade Locks, in the County of Hood River and State of Oregon

And

That portion of Lot 18, Block1, MOUNTIAN VIEW ADDITION TO CASCADE LOCKS, in the City of Cascade Locks, in the County of Hood River and State of Oregon, which is immediately adjacent to the above described Lot 16, more specifically that portion which is located next to Lot 16 by extending the common property line between Lot 16 and 17 on a straight line 65 feet through Lot 18 to the point of intersection with Lot 19, of said Block 1, MOUNTAIN VIEW ADDITION TO CASCADE LOCKS, in the City of Cascade Locks, County of Hood River and State of Oregon.

Port of Cascade Locks
355 Wa Na Pa
Cascade Locks, OR 97014
05/12/2016

City of Cascade Locks
140 SE Wanapa St
Cascade Locks, OR 97014

Gordon
Dear City of Cascade Locks:

This letter is to request approval of a Noise Extension Permit from 9:00pm-11:00pm on July 14th, 28th, August 4th, 25th and September 1st and 8th, 2017. The Port of Cascade Locks is hosting 6 Movies in the Park with film projected on to a large blow up screen and amplified sound in the Cascade Locks Marine Park. This event expects to entertain around 100 visitors to the Marine Park at each screening. The on-site contact person is Jan McCartan. Her phone number is 360-216-6344. Please contact the Port directly at 541-374-2405 or email at jmccartan@portofcascadelocks.com with a decision authorizing or declining the noise extension for the dates and times specified above.

Sincerely,



Paul Koch
General Manager
Port of Cascade Locks

ORDINANCE NO. 364

revised 03/22/04

AN ORDINANCE PROVIDING FOR NOISE CONTROL IN THE CITY OF CASCADE LOCKS, AND REPEALING ORDINANCE NO. 329.

WHEREAS, the City has relied in the past on the County Noise Ordinance to protect its citizens; and

WHEREAS, the current Ordinance is too general in some areas and noise abuses have occurred, which the city needs to control; and

WHEREAS, it is the intent of the City to adopt its own Ordinance to more effectively control noise abuses;

NOW, THEREFORE, THE CITY OF CASCADE LOCKS, HOOD RIVER COUNTY, OREGON (the "City"), ORDAINS AS FOLLOWS:

SECTION 1. Definitions. For the purpose of the Noise Control Ordinance, the following definitions apply:

A. Audio or Visual Equipment: Includes, but is not limited to compact disc players, phonographs, radios, stereo systems, tape recorders, tape players, televisions, video cassette players, video cassette recorders, drums, and electrical instruments.

B. Noise Sensitive Property: Real property normally used for sleeping, or normally used as schools, churches, hospitals or public libraries. Property used in industrial or agricultural activity is not noise sensitive property unless it meets the above criteria in more than an incidental manner.

C. Peace Officer: Has the same meaning as that term is defined in ORS 161.015.

D. Plainly Audible Sound: Unambiguously communicated sound including:

1. spoken speech;
2. music; or
3. mechanical or electronic noise

E. Premises Open to the Public: Street, parking lot, or other premises open to the general public for the use of motor vehicles, whether the premises are publicly or privately owned and whether or not a fee is charged for the use of the premises.

F. Public Right-of-Way: The area between boundary lines of a street or other area dedicated to the public.

G. Residential Party: A party held in a place of residence, which is a building regularly or intermittently occupied by a person for a dwelling, lodging, or sleeping purposes, whether or not the resident is actually present.

H. Sound Producing Source: Anything that is capable of making sounds that can be measured by a sound level meter as provided in Section 3. "Sound producing source" includes, but is not limited to, the following:

1. air conditioning or heating units, heat pumps, refrigeration units (including those mounted on vehicles), and swimming pool or hot tub pumps;
2. air horns, bells, or sirens;

3. audio or visual equipment;
4. domestic tools, including compressors, combustion engines, generators, chain saws, electric drills, electric saws, hammers, lawn mowers, leaf/snow blowers, and similar tools;
5. loudspeakers or public address systems;
6. musical instruments
7. spoken speech;
8. vehicle engines or exhaust systems, other than regular traffic upon a highway, road or street;
9. Vehicle tires, when caused to squeal by excessive speed acceleration;
10. residential parties in a place of residence that are plainly audible to noise sensitive properties that are not the source of the party.

H. **Vehicle:** Any device in, upon, or by which any person, animal, or property is or may be transported or drawn upon the highway and includes vehicles that are propelled or powered by any means.

SECTION 2. General. Certain activities essential to the economic, social, political, educational, and technical advancements of the citizens of the City necessarily require the production of sound that may offend, disrupt, intrude, or otherwise create hardship among the citizenry. The time or manner of sound may constitute a hazard to the health, safety, welfare, and the quality of life of residents of the City. Generally the City will limit and regulate sound deemed to be harmful to the health, safety, welfare, and quality of life of the citizens of the City, and this Ordinance shall be liberally construed to effectuate that purpose.

SECTION 3. Acts Prohibited. No person may produce or permit to be produced, with a sound producing source, sound that:

- A. When measured at or within the boundary of noise sensitive property and where that noise sensitive property is not the source of the sound and the noise measurement:
 1. exceeds 50 dBA at any time between 9:00 PM and 7:00 AM the following day; or
 2. exceeds 60 dBA at any time between 7: AM and 9:00 PM the same day; or
 3. is plainly audible at any time between 7:00 AM and 9:00 PM the same day at a distance of at least 100 feet from the source of the sound; or
 4. is the result of any excavation or demolition conducted prior to 7:00 AM or after 7:00 PM. (refer to Section 4)
- B. Is plainly audible at any time between 10:00 PM and 7:00 AM the following day:
 1. within the boundaries of noise sensitive property that is not the source of the sound; or
 2. on a public right-of-way at a distance of at least 50 feet from the source of the sound.

SECTION 4. Permits for Potential Noise Control Violations. Permits may be issued by the Council or designee for acts prohibited by Section 3, to allow construction , excavation or demolition, or the use of sound amplifying devices to broadcast music, news, speeches, or entertainment provided that the Council or designee determines that the permitted sound will not unduly offend or disrupt the public peace or welfare. The permit shall clearly specify the permitted location(s), type of event, dates and hours of event, and the contact information for the responsible party. Failure to comply with the permit

provisions shall constitute a violation of this Ordinance. The permit shall be promptly revoked if the permittee fails to comply with all of its terms.

SECTION 5. Abatement of Noise.

A. Upon determination by the City Administrator, Chief of Police or their designee, or any peace officer, that a noise violation exists, personal notice shall be given to the person(s) responsible for or in control of the sound source creating the violation, to abate the noise immediately. When notification of a noise violation is issued, abatement of that violation must be time specific. Violation that can be corrected at the time of notification is given, shall be corrected upon receipt of the notice. When notice of a violation is given and abatement would require specialized equipment, sound proofing, professional services, etc., then a reasonable time to abate the noise shall be given.

B. Failure to abate the noise after personal notice is given will cause a citation to be issued to the person(s) responsible for or in control of the sound source creating the violation.

C. Failure to abate the noise after a citation has been issued may cause the sound source to be impounded. Impoundments must be reasonable and based on a reasonable belief that the sound source will likely be used to persist in causing additional or continued violations of the Noise Ordinance. Promptly, upon impoundment of a sound source, notice shall be given to all known persons with an interest in the impounded sound source and a hearing on the impoundment shall be scheduled before the Municipal Court Judge. If the Municipal Court Judge is satisfied that it is unlikely that further violation of this ordinance will be effectuated through use of the impounded sound source, the sound source will be returned to the owner following the hearing. If the Court is not satisfied, impoundment shall continue until a hearing on the noise violation, at which time the sound source shall be made available to the owner upon payment of the fee owed for impoundment.

If any sound source is not released to its owner on payment of impoundment fees, or as otherwise provided herein, the sound source may be forfeited to the City, at the discretion of the Municipal Court Judge, following notice and opportunity for a hearing.

D. The Court, upon a finding of Guilty, shall impose a fee for storage of an impounded sound source based on the total number of days the property was impounded at a rate of \$5.00 per day following the date scheduled for a hearing to contest the impoundment. Failure to pay for the storage and claim the property within 60 days after the Court ruling of Guilty, will cause the City to request the Municipal Court to forfeit said property, after notice and opportunity for a hearing. Notice of hearings shall be given to all known parties with interest in the impounded property so that they may appear and protest the forfeiture.

SECTION 6. Exceptions to Acts Prohibited under Section 3.

A. Sounds caused by organized athletic or other group activities, when such activities are conducted on property generally used for such purpose during authorized hours, such as stadiums, parks, schools, churches, and athletic fields. This exception shall not impair the City Administrator, Chief of Police or their designee, or any peace officer, the authority to declare such event or activity in violation of other laws, ordinances or regulations.

B. Sounds caused by emergency work, or by the ordinary and accepted use of emergency equipment, vehicles, and apparatus, regardless of whether such work is performed by public or private agency, or upon public or private property.

C. Sounds caused by bona fide use of emergency warning devices and alarm systems.

D. Sounds regulated by federal law, including, but not limited to, sounds caused by railroads, aircraft, or commercially licensed watercraft operations.

E. Sounds when performed under a permit issued by the appropriate governmental authorities and only between the times permitted.

F. Sounds caused by industrial, agricultural, or construction activities during the hours of 7:00 AM and 7:00 PM of the same day.

G. Sounds caused by regular vehicular traffic upon premises open to the public.

H. Sounds caused by domestic tools, excluding compressors, generators, and equipment used for the generation of electricity, between the hours of 7:00 AM and 7:00 PM of the same day.

I. Sounds which are not subject to regulation due to provisions of the constitution of the United States, or State of Oregon.

SECTION 7. Violation Penalties. A violation of the Noise Ordinance is a Class A infraction and shall be punished by a fine of not less than fifty dollars (\$50.00) and not more than five hundred dollars (\$500.00). Each day's violation of a provision of this Ordinance constitutes a separate offense, for which a separate penalty may be imposed.

SECTION 8. Repeal of Prior Ordinances. City of Cascade Locks Ordinance No. 329 and amendments thereto are hereby repealed.

SECTION 9. Separability. Should any section, subsection, paragraph, sentence, clause or phrase of this ordinance be declared invalid, such declaration shall not affect the validity of any other section, subsection, paragraph, sentence, clause, or phrase; and if this ordinance, or any portion thereof, should be held to be invalid on one ground but valid on another, it shall be construed that the valid ground is the one upon which said ordinance, or such portion thereof, was enacted.

SECTION 10. Emergency Clause. Inasmuch as this Ordinance is necessary for the immediate preservation of health, peace, and safety, an emergency is hereby declared to exist, and this Ordinance shall be in full force and effect immediately upon its passage and approval by the Mayor.

ADOPTED by the City Council this 22nd day of March, 2004.

APPROVED by the Mayor this 22nd day of March, 2004.

CASCADE LOCKS STAFF REPORT

Date Prepared: March 15, 2017

For City Council Meeting on: March 27, 2017

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Res. 1373 Adopting Risk Management Policy

SYNOPSIS: In reviewing our insurance coverage with our CIS Regional Manager John Zakariassen this month, we covered the "Best Practices" survey developed by CIS. We initially scored a 91% which is very good, but we lost 5-6% because we did not have a Risk Management Policy. He suggested that we develop one from the information CIS has on its website.

We have a lot of the elements of such a policy in various resolutions and practices. Using the resources provided by CIS including samples from the City of Sutherlin and Canby Utility, I put together a Risk Management Policy which CIS has reviewed and approved. The Council needs to adopt this policy by resolution.

I also developed the "Management Commitment to Health and Safety of City of Cascade Locks Employees." This is also a strongly suggested document from OROSHA. This is a document that simply recognizes that City management values our employees and want them to work in a healthy and safe environment.

With the adoption of the policy, we will need to begin the quarterly Risk Management Committee meeting with the agenda included in the policy.

CITY COUNCIL OPTIONS: Approve, modify, or reject the Risk Management Policy.

RECOMMENDED MOTION: "I move to approve Resolution No. 1373 adopting the Risk Management Policy for the City of Cascade Locks."

FINANCIAL REVIEW: The purpose of the Risk Management Policy is to formalize a process that allows the City to identify, mitigate, transfer, or remove the risk in many different areas. The process of addressing these risks reduces our insurance premiums and reduces the likelihood of significant financial impact.

RESOLUTION NO. 1373

**A RESOLUTION ADOPTING A RISK MANAGEMENT POLICY
FOR THE CITY OF CASCADE LOCKS.**

WHEREAS, The City of Cascade Locks recognizes that financial and physical risk exists in many of the activities undertaken by the City Council and Employees; and

WHEREAS, City/County Insurance Services (CIS) encourages Cities to review the potential risks in its activities to reduce, mitigate, eliminate, or transfer risk; and

WHEREAS, the City Administrator using information obtained from CIS and other CIS members information developed the proposed Risk Management Policy and Management Commitment to the Health and Safety of City Employees;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CASCADE LOCKS RESOLVES AS FOLLOWS:

Section 1. Risk Management Policy: The City adopts the "Management Commitment to Health and Safety of City of Cascade Locks Employees" and the Risk Management Policy attached.

Section 2. Effective Date. This Resolution shall be effective as of March 27, 2017.

Adopted by the City Council on March 27, 2017.

Approved by the Mayor on March 27, 2017.

APPROVED:

Tom Cramblett, Mayor

ATTEST:

Kathy Woosley, City Recorder

Management Commitment to Health and Safety of City of Cascade Locks Employees

We hold in high regard the safety, welfare, and health of our employees. Every reasonable effort shall be made to maintain a safe working environment. No job will be considered so important and no order so urgent that we cannot take time to perform our work safely.

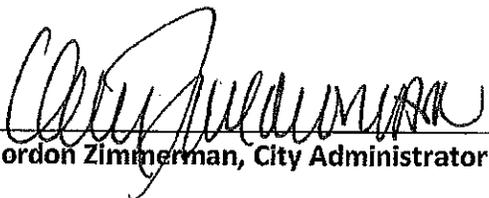
We will establish and require a loss prevention program that emphasizes the integration of safety and health measures into each job task so that safety and job performance become inseparable. This will be accomplished through the cooperative efforts of all employees who will work together to obtain the lowest possible workplace accident rates.

A safety committee has been established to coordinate the safety programs and assist management staff in promoting safe working conditions. Safety orientation for new and transferred employees, timely and appropriate training, management/employee safety committee, an active self-inspection program, proper mechanical guards, and personal protective equipment will be some of the tools used to maintain a safe work environment.

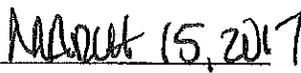
We recognize the need to provide a workplace which meets the ergonomic needs of its employees. All work sites will be evaluated for design, layout and operation using an ergonomic approach. Employees identifying a job site needing modification should notify their Department supervisor.

If you have any questions about our safety policy, rules, or programs please contact your Department supervisor, Safety Committee, or City Administrator. I will receive the minutes from the safety committee meetings and will take an active role in overseeing that our safety program is effective. Our loss prevention program will be evaluated annually to ensure its success.

By accepting mutual responsibility to operate safely, we will all contribute to the well-being of one another and subsequently our organization.



Gordon Zimmerman, City Administrator



Date

Risk Management Policy

City of Cascade Locks

Mission Statement

The mission of the City of Cascade Locks Risk Management Program is to promote a safe and productive work environment for citizens and staff that focuses on early identification of all risk exposures, prevention, training, and mitigation through thoughtful risk assessment and management.

Risk Management Objectives

1. Maintain a safe work environment through the use of staff training and advisors where effective.
 - a. Support staff with training
 - b. Promote a proactive safety committee
 - c. Maintain Risk Management Team
 - d. Promote a culture of awareness and accountability
 - e. Provide and maintain appropriate resources for staff

2. Manage risk program effectively to protect public assets and resources.
 - a. Assess risk through identification of exposures
 - b. Determine appetite for risk
 - c. Report and handle claims proactively
 - d. Objectively retain, reduce, avoid, or transfer risk

3. Maintain reserves to meet operational and unanticipated expenses while funding the costs of Risk Management program fairly.
 - a. Ensure adequate reserves are budgeted and attained
 - b. Routinely evaluate levels and types of insurance coverage
 - c. Review insurance allocations to insure fairness and adequacy annually

4. Develop and document policies to support risk management activities.
 - a. Personnel policies and protocols reflect risk management mission
 - b. Establish protocol for reporting and documenting claims
 - c. Develop, review and implement best practices in key risk areas

Risk Management Duties

1. Accidents and losses must be reported promptly and in accordance with proscribed procedures. The benefits of timely reporting include enhanced citizen confidence, better protection of the city's assets, reduce lost time for employees and equipment, and savings realized through prompt settlements.
2. Reports of general liability claims and automobile accidents should be immediately reported to the City Administrator and/or the Finance Director/Human Resources Supervisor. The following information should be included in every report:
 - a. Date, time, and location of accident or event
 - b. Description of the vehicle, equipment, or property involved
 - c. Name(s) of person(s) involved
 - d. Name(s) of person(s) injured
 - e. Description of any medical attention received
 - f. Nature of damage/loss and estimated cost
 - g. Description of circumstances; diagram of events if possible
 - h. Insurance Policy Numbers, Agents, and/or Agencies
 - i. Name(s) and addresses of witnesses
 - j. Appropriate signatures
 - k. Copy of DMV report, if filed
 - l. Copy of Police report, if filed
3. The Finance Director/Human Resources Supervisor will process all accident/loss notices and workers' compensation accident reports and will notify the appropriate insurance coverage provider.
4. Additions and/or deletions of coverage will be processed by the Finance Director. Any and all changes, additions, or deleted equipment will be submitted to insurance agent (auto, new building and/or facilities, equipment, program or service).
5. All potential disciplinary actions that may result in termination shall be forwarded initially to CIS' Pre-Loss Attorney before taking action.

Risk Management Committee

The City Administrator, the Department Heads/Supervisors, the Safety Committee and risk management consultants (Insurance agents) will work together to support a culture where all employees and volunteers are responsible for risk management. This committee will:

- a. Meets quarterly
- b. Set annual objectives for risk management
- c. Set priorities by identifying top risks
- d. Determine tolerance for risk with the City Council
- e. Learn and implement best practices identified by insurance coverage providers
- f. Review Best Practice Survey in conjunction with insurance coverage provider
- g. Understand emergency management policies and procedures
- h. Promote sound records management including data security and confidentiality
- i. Oversee compliance with OSHA and other regulations
- j. Review significant claims
- k. Assure accountability by reviewing risk activities and results
- l. Provide a summary report of risk management activities to City Council

Risk Management Committee Agenda

1. Risk Framework
 - a. Risk Committee
 - b. Review Mission and Objectives
 - c. Identify major risks
 - d. Rank those risks
 - e. Develop risk mitigation plans
 - f. Assign risk "owner" to priority exposure
 - g. Develop performance measurements/benchmarking
 - h. Audit results
2. Review Claims Data
3. Discuss Risk Management Policy/Plan
4. Direction from/to Safety Committee
5. Other Issues and Concerns

Department Heads/Supervisors

Department heads and supervisors are tasked with supporting the City's Risk Management Program by ensuring employees understand and comply with all risk management and safety requirements. Department heads and supervisors will:

- a. Promote safety program and loss control efforts
- b. Ensure employees are trained on risk management, loss control, employee safety and emergency response policies
- c. Allocate time for employee safety training and Safety Committee participation
- d. Identify, reduce, and eliminate hazards through regular inspections and accident investigations
- e. Hold all employees accountable for safety
- f. Recognize and acknowledge safe behavior
- g. Understand and enforce contractual standards
- h. Assure proper handling of hazardous materials
- i. Promote and model ethical behavior
- j. Process the 801 form as soon as possible after accident or event

Employees

All City employees shall:

- a. Participate in training
- b. Follow all safety rules
- c. Report all incidents, injuries, and accidents to their supervisor immediately
- d. Share any potential risk with their supervisor immediately
- e. Know what to do in an emergency or how to mitigate an event
- f. Acknowledge responsibility for their own actions
- g. Work in an ethical manner

Safety Committee

The primary function of the Safety Committee is to focus on internal solutions to safety problems. The Safety Committee is made up of representatives from all departments and shall:

- a. Meet monthly
- b. Review workers' compensation claims and incident reports
- c. Conduct quarterly inspections of city facilities
- d. Conduct job hazard analysis
- e. Review OSHA consultations and ensure compliance
- f. Make recommendations to the City Administrator regarding safety concerns

Exposures Common to Oregon Public Entities

Employment Practices

- Hiring
- Discipline
- Promotion/Demotion
- Termination
- Discrimination/Harassment
- Whistleblowing/Retaliation
- Unions
- Workplace Violence
- Injury, Disability, Death of Employee
- Staffing
- Training
- Managing Performance

Planning and Zoning

- Permit Issuance
- Code Enforcement
- Condemnation
- Land Use

Public Works

- Construction/Repair of streets
- Shops and Premises
- Hazardous material Storage and Handling
- Vehicle Fueling
- Construction/Repair of Utilities
- Construction/Repair of Buildings
- Installation/Maintenance of Signs
- Crosswalk Assessment
- Vegetation Control
- Wrongful Cutting/Destruction of Trees/Vegetation
- Inspection/Maintenance of Wastewater and Storm Water Systems
- Storage and Transportation of Wastewater Sludge
- Wastewater Treatment Plant
- Contamination of Potable Water
- Clean Water Services
- Mobile Equipment

Elected Officials

- Course and Scope of Authority
- Unlawful Ordinance/Rules
- Exercise of Quasi-Judicial Authority
- Defamation
- RICO

Physical Facilities/Premises

- Fire
- Theft
- Personal Property Policy
- Vandalism
- Flood
- Earthquake
- Premises Safety
- Structures with historic value
- Property in the open
- Cemeteries

Use of Facilities/Premises

- Community/Group Use
- City Hall/gym

Financial

- Embezzlement/Employee Theft
- Debt Management
- Economic Downturn
- Reduced Tax Revenue
- Investment Management
- Financial Audit
- Budget and CAFR
- Money Collection

Computer

Damage to/Theft of Hardware

- Loss of electronic data (HR and Financial)

- Data Breach

Contracts

- Construction
- Streets, Roads, Utilities
- Intergovernmental Agreements
- Personal Services
- Memorandums of Understanding

Vehicles

- Owned autos
- Rented autos
- Driver Management
- Vehicle Maintenance
- Vehicle Replacement
- Vehicle Storage/Parking
- Repair of others' vehicles
- Vehicle Fueling

Fire/EMS

- Fire Stations
- Fire Apparatus
- Equipment
- Staffing
- Training
- Volunteers
- Building Inspections
- Ambulances
- Professional certifications

Emergency Management

- Community-wide Disaster Planning
- Business Continuity Planning

Other Activities

- Economic Development

Electric Utility

- Construction/Repair of lines/substations
- Shops and Premises
- Hazardous material Storage and Handling
- Vehicle Fueling
- Construction/Repair of Buildings
- Installation/Maintenance of street lights
- Vegetation Control
- Wrongful Cutting/Destruction of Trees/Vegetation
- Mobile Equipment Maintenance and Repair
- Professional Certifications

Revised: March 15, 2017

CASCADE LOCKS STAFF REPORT

Date Prepared: March 20, 2017

For City Council Meeting on: March 27, 2017

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve Resolution No. 1374 adopting Street Right-of-Way for Herman Creek Lane and Attwell Street

SYNOPSIS: As the Port continues to expand the flexible manufacturing complex at the north end of Herman Creek Lane, it is important to transfer the ownership of Herman creek Lane from private ownership to dedicated public right-of-way (ROW). In addition with the potential to develop the 42 acre site at the north end of Gravel Pit Road, it is important to identify where street access could go in order to access the property. This dedication allows for both of those possibilities. The City currently owns "Attwell Street," but it is a part of the wastewater treatment plant property and not dedicated ROW.

For your information the Attwell name comes from the Attwell Boatyard established in 1853 which was located at the head of the Cascade Rapids.

The Port of Cascade Locks will be meeting on March 22 to consider approving this dedication. Should the Port not dedicate the land, this resolution will be voided.

This street dedication will also strengthen the quiet zone application for the UPRR crossing at Herman Creek Lane because both sides of the crossing will be in the public domain.

CITY COUNCIL OPTIONS: Approve, modify, or reject Resolution No. 1374.

RECOMMENDED MOTION: "I move to approve Resolution No. 1374 adopting Street Right-of-Way for Herman Creek Lane and Attwell Street."

FINANCIAL REVIEW:

RESOLUTION NO. 1374

**A RESOLUTION ADOPTING STREET RIGHT-OF-WAY
FOR HERMAN CREEK LANE AND ATTWELL STREET.**

WHEREAS, The City of Cascade Locks recognizes that the Port of Cascade Locks owns the property commonly referred to as Herman Creek Lane that leads to the City's wastewater treatment plant and the Port's Flexible Manufacturing complex; and

WHEREAS, It is in the City's best interest to control streets perceived to be public; and

WHEREAS, The Port of Cascade Locks envisions the eventual development of the old gravel pit at the end of Gravel Pit Road; and

WHEREAS, It would be desirable to have more than one access point to the 42 acres at the end of Gravel Pit Road; and

WHEREAS, The new street accessing the 42 acres of developable land should be named after the Attwell Boatyard which was located at the head of the Cascade rapids;

WHEREAS, The Port of Cascade Locks approved this action at its March 22 meeting;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CASCADE LOCKS RESOLVES AS FOLLOWS:

Section 1. ROW Dedication Map: The City adopts the dedication map for Herman Creek Lane and Attwell Streets and the verbal description marked Exhibit 'A'.

Section 2. Effective Date. This Resolution shall be effective as of March 27, 2017.

Adopted by the City Council on March 27, 2017.

Approved by the Mayor on March 27, 2017.

APPROVED:

Tom Cramblett, Mayor

ATTEST:

Kathy Woosley, City Recorder

DEDICATION MAP for THE CITY OF CASCADE LOCKS



LEGEND:

- FOUND 5/8" X 30" IRON ROD WITH CAP L.S.72306
- ⊕ FOUND 1/2" IRON ROD WITH CAP, L.S. 932 (C.S.91031)
- ⊙ FOUND 5/8" IRON ROD NO CAP, L.S. 1815 (C.S.90041)
- FOUND MONUMENT OF RECORD AS NOTED

POINT OF COMMENCING
FOUND 2" D.A.I. BRASS CAP
OF RECORD MONUMENTING
THE SOUTH WEST CORNER
OF INST#740196, CAP SET
ON C.S.7223

**REGISTERED
PROFESSIONAL
LAND SURVEYOR**

OREGON
DECEMBER 30, 2005
ERIK M. CARLSON
72306

Expire: Dec 2017

DATE: MARCH 9, 2017
SCALE: 1" = 100'
PROJECT: 16039PLAT
ASSESSORS MAP: 2N-8E-6 TL 501
P.O. BOX 617
HOOD RIVER, OREGON 97031
PHONE: (541) 386-4531
E-Mail: terra@gorge.net
www.terralandsurveying.com

LINE	BEARING	DISTANCE
L1	S 89°22'19" E	32.05'
L2	S 82°03'01" W	22.61'

FOUND 2" BRASS CAP
BURIED 1.5' DEEP IN
GRAVEL. CAP NOT LEGIBLE,
(SET ON C.S.0897)

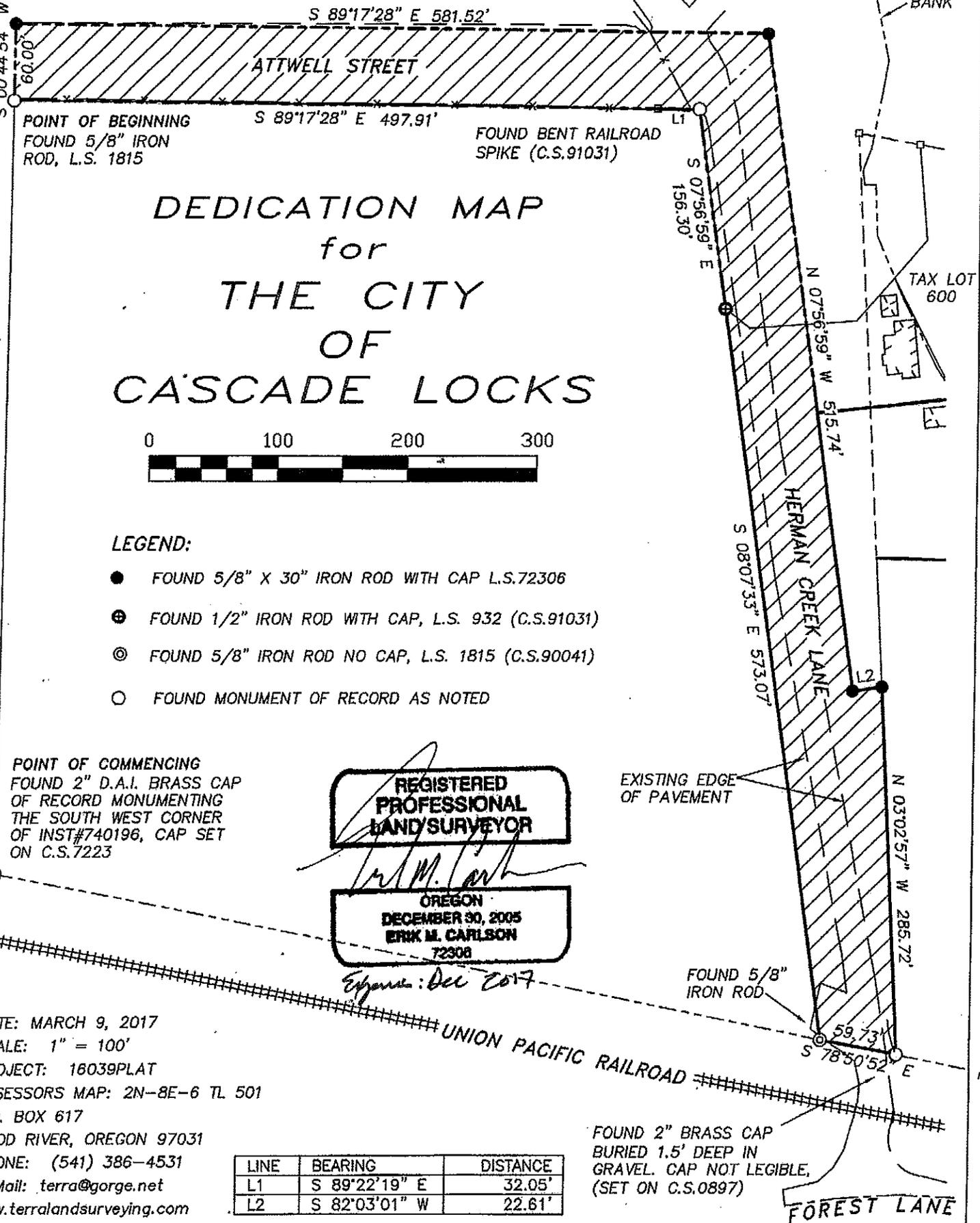


Exhibit 'A'
TERRA SURVEYING
P.O. Box 617
Hood River, OR 97031
PHONE (541) 386-4531
E-Mail: terra@gorge.net

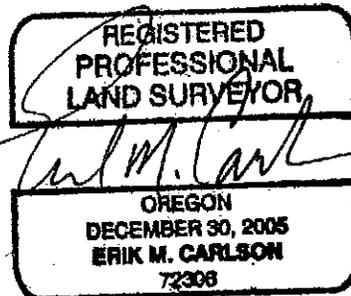
LEGAL DESCRIPTION
FOR
A
VARIABLE WIDTH FOOT PUBLIC DEDICATION

The land to be dedicated is located in the southeast quarter of Section 6, Township 2 South, Range 8 East of the Willamette Meridian in the City of Cascade Locks, County of Hood River and State of Oregon, more particularly described as follows.

Commencing at a 2" Brass Cap monumenting the southwest corner of property described on Instrument #740196, said brass cap is monumenting the intersection of the west line of the east half of the southeast quarter of said Section 6 and the northern right of way of the Oregon-Washington Railroad and Navigation Company Railroad; thence North 00°44'54" East a distance of 600.08 feet to a 5/8" iron rod, L.S.1815 and point of beginning of the following described dedication.

Thence South 89°17'28" East a distance of 497.91 feet to a point; thence South 89°22'19" East a distance of 32.05 feet to a railroad spike (C.S.91031); thence South 07°56'59" East a distance of 156.30 feet to a 1/2" iron rod, L.S.932; South 08°07'33" East a distance of 573.07 feet to a 5/8" iron rod; thence South 78°50'52" East a distance of 59.73 feet to a 2" Brass Cap; thence North 03°02'57" West a distance of 285.72 feet to a 5/8" iron rod, L.S.72306; thence South 82°03'01" West a distance of 22.61 feet to a 5/8" iron rod, L.S.72306; thence North 07°56'59" West a distance of 515.74 feet to a 5/8" iron rod, L.S.72306; thence North 89°17'28" West a distance of 581.52 feet to a point on said west line; thence South 00°44'54" West a distance of 60.00 feet to the point of beginning.

March 9, 2017
Contains 81,694 Sq. Ft., more or less.
EMC



Expires: Dec 2017

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Proclamation

Proclamation of support for the 2017 Hood River County Reads project, *Ordinary Grace* by William Kent Krueger

WHEREAS, the Friends of the Hood River County Library have organized the Hood River County Reads project to support reading books and discussing ideas among all members of our community, and;

WHEREAS, Hood River County Reads has been endorsed, supported, and financially-assisted by local schools, businesses, and organizations, as well as the Hood River County Library Foundation, Hood River County Education Foundation, Friends of the Hood River County Library, Hood River Cultural Trust, Gorge Community Foundation, Starseed Foundation, and generous individuals, and;

WHEREAS, the City of Cascade Locks acknowledges the history and rich cultural diversity of our community, and;

WHEREAS, the selection of *Ordinary Grace* by award-winning author William Kent Krueger gives Cascade Locks the opportunity to see and understand the experiences of many of the community's residents, no matter one's background, and;

WHEREAS, over five hundred copies of the book will be distributed so that it can be read and discussed at multiple venues throughout the county;

Now, therefore be it RESOLVED, that the City of Cascade Locks establishes March 19th to April 30th as "Hood River County Reads".

Adopted this 27 day of March, 2017.

Tom Cramblett, Mayor

Kathy Woosley, City Recorder

Hood River County Sheriff's Office
 Statistical Information
 City of Cascade Locks
 February 2017

Case Numbers associated with Cascade Locks				Call Breakdown
Case #	Date	Officer	Classification	
S170058	02/03/17	19	Prowler	0 Alarms
S170062	02/05/17	13	Order violation	2 Animal Control
S170090	02/19/17	27	SAR	0 Assault
S170097	02/22/17	19	Domestic	0 Burglary
S170101	02/23/17	82	Officer initiated	1 Civil Issue
S170107	02/24/17	26	Domestic	1 Disturbance / Nuisance
				3 Domestic Situation
				0 Drug Activity
				1 Harassment
				0 Hit & Run
				1 Juvenile Problem - MIP, Missing, etc.
				1 Marine
				2 Mental / Suicide
				0 Missing Person
				5 MVC / Traffic Complaint / Assist
				2 Order Violation - Restraining, No Contact, etc.
				0 Property - Lost/Found
				5 Paper Service & Attempts
				6 Request for Assistance / 911 Hangups/Welfare
				0 Robbery
				0 Sex Crimes / Rape
				0 Subject Stop
				8 Suspicious Activity / Prowler / UEMV
				0 Theft (Inc SV/UUMV)
				14 Traffic Stops
				1 Trespass / Unwanted Subject
				0 Unattended Deaths
				0 Vandalism
				0 Warrant Service & Attempts
				0 Weapons / Shots Fired
Total	6			53 Total

Total Number of Cascade Locks patrols **44**
 Total Calls for Service **70**
(includes followup, DFCR initiated, agency assist, SAR, etc.)

Hours worked by Deputy Harvey *B. H.*
 Hours worked by other personnel

Brian Rockett
 Brian Rockett, Chief Deputy

