

**JOINT  
CITY COUNCIL  
PORT OF CASCADE LOCKS  
AGENDA**

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**Tuesday, May 27, 2014, 7:00 PM, CITY COUNCIL CHAMBERS**

- 1. Call to Order/Pledge of Allegiance/Roll Call.**
- 2. Additions or Amendments to the Agenda.**
- 3. City/Port Discussion Items:**
  - a. Review Role of Planning Commission Regarding Port Industrial Development.**
  - b. Status of Both Jurisdictions on Infrastructure Implementation.**
  - c. The Role of the Intergovernmental Agreement.**
- 4. Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.**
- 5. City of Cascade Locks Consent Agenda:** (Consent Agenda may be approved in its entirety in a single motion. Items are considered to be routine. Any Councilor may make a motion to remove any item from the Consent Agenda for individual discussion.)
  - a. Approval of Minutes of May 12, 2014 Council Meeting.**
  - b. Ratification of the Bills in the Amount of \$ 167,833.28**
  - c. Approval of Electric Department Invoice for \$11,472.22**
- 6. City of Cascade Locks Action Items:**
  - a. Approve Resolution No. 1299 Establishing a Policy for Fire, Ambulance and Emergency Entry into Residential, Businesses, Commercial, or Industrial Structures.**
  - b. Approve Gorge.net Assumption Agreement.**
  - c. Preliminary Election Results**
- 7. 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, Fitzpatrick (via phone), Randall, Walker, Helfrich, and Mayor Cramblett were present. CM Busdieker was excused. Also present were City Administrator Gordon Zimmerman, City Recorder Kathy Woosley, Gary Munkhoff, Tim Heuker, Mark Noble, and Camera Operator Betty Rush.

2. **Additions or amendments to the Agenda.** None.

3. **Adoption of Consent Agenda.**

a. **Approval of Minutes of April 28, 2014 Council Meeting.**

b. **Ratification of the Bills in the Amount of \$ 128,730.99.**

c. **Approve \$5,000.00 Sponsorship to CGRA.**

Mayor Cramblett read the list of items on the Consent Agenda. **Motion:** CM Helfrich moved, seconded by CM Randall, to approve the Consent Agenda. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, Helfrich, and Mayor Cramblett.

4. **Public Comment on Water System Improvement Project.** CA Zimmerman explained that Council has received a copy of the Notice of Intent to file an application for federal assistance. He said this was published in the Hood River News to give the public a chance to comment. CA Zimmerman explained the spread sheet showing the projects that are listed in the Water Master Plan and estimated project costs (Exhibit A). He explained that the rate increase would depend on projects chosen and the cost of doing those projects.

Mayor Cramblett said the citizens want the services to work for them. He said the Council will have the option to change projects. CA Zimmerman said each project will be bid separately and Council can choose projects to complete after the bids are received.

Mayor Cramblett asked for public comment. There was none.

5. **Action Items:**

a. **Appointment to Committees.** None.

b. **Cancel or Reschedule May 26, 2014 Regularly Scheduled Council Meeting.** There was consensus of Council to schedule a joint City/Port meeting on May 27. CA Zimmerman said he would contact the Port.

c. **Approve Resolution No. 1299 Establishing a Policy for Fire, Ambulance and Emergency Entry into Residential, Businesses, Commercial, or Industrial Structures.** CA Zimmerman explained the lock box and emergency access. He said the resolution states that lock boxes aren't required but that the City wouldn't be responsible if the customer chooses not to purchase the lock box and any damage occurs.

CA Zimmerman said CM Busdieker emailed suggested grammatical changes to the resolution (Exhibit B). CM Helfrich asked if the City's EMS Department is ever called to do forcible entry for welfare checks. CA Zimmerman said he could investigate adding the law enforcement piece to the resolution and have that reviewed by the City Attorney. There was consensus of Council to make the changes, have attorney review, and bring back to the next meeting.

d. **Approve Resolution No. 1300 Establishing an EMS City Employee/Volunteer Program.** CA Zimmerman said CM Busdieker sent an email suggesting a change to the wording in the third sentence, under the **Purpose** statement to, "In an effort to increase the **volunteer pool** during normal working hours, the City of Cascade Locks offers our employees the opportunity to be

trained as a Firefighter/EMS Responder to supplement the available EMS volunteers.” **Motion:** CM Walker moved, seconded by CM Randall, to approve Resolution No. 1300 establishing a policy for an EMS City Employee/Volunteer Program with suggested changes. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, Helfrich, and Mayor Cramblett.

**e. Approve Resolution No. 1301 Adopting Fair Housing Standards.** CA Zimmerman said this resolution is a requirement of the CDBG grant. He read CM Busdieker’s comments that he received via email (Exhibit C). CA Zimmerman explained that this resolution is straight out of the CDBG federal grant handbook and was reluctant to change the wording. **Motion:** CM Helfrich moved, seconded by CM Groves, to approve Resolution No. 1301. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, Helfrich, and Mayor Cramblett.

**f. Discussion of Budget Policies/Directions.** CA Zimmerman said the Budget Committee wants Council direction on the budget items as presented in the staff report. He said he added the first item, which was adding a third public works employee. He said adding the third employee was discussed at goal setting session, is included in the budget, and just wanted that decision reaffirmed.

1. Adding a third Public Works employee. Mayor Cramblett said he does park maintenance for the Port and knows that it is quite a job for what the Public Works crew has to do. He said it seems that that department is having a hard time keeping up. Mayor Cramblett asked about Dave Griffin’s services. CA Zimmerman explained that Dave would be used when working on the water projects. CM Groves asked if there was still going to be the temporary position. CA Zimmerman said there would still be a temporary position. There was consensus of Council to hire the third public works employee.

2. Returning .8 FTE Cashier/Receptionist to full time. CA Zimmerman explained the budget document returns the part time Cashier/Receptionist back to full time. He explained this provided short term relief but when the desk was unoccupied, the other employees were constantly interrupted. He said the quality and quantity of work proved to be inefficient.

CA Zimmerman read CM Busdieker’s emailed comment stating she was in favor of this (Exhibit D). Mayor Cramblett stated that when those hours were cut the senior staff chose not to take any cut and forced it on the junior staff. He said he thought that if all staff would have shared equally in the cut that staff would still be here. He said the senior staff set themselves up. He said he would like to see the hours reinstated and knows that there is an issue with archives. He said he would want those eight hours to be spent in archives. Mayor Cramblett said he believes that a lot of the calls that come in are for the other staff anyway.

CM Helfrich said he agreed with CM Busdieker’s comments regarding the workflow. He said he would like the City Administrator to review the job function and an employee taking on extra duties. CM Fitzpatrick said he thought it was a good idea. Mayor Cramblett asked CR Woosley to explain the work in archives. CR Woosley explained that all City records have to be examined and catalogued into archives. She said that this work in the past was done mostly by the Deputy Recorder along with planning. She said archives was almost caught up when Deputy Recorder Ryan worked here. She said there are approximately 45 boxes now that have to be gone through. Mayor Cramblett said having the Cashier/Receptionist work eight hours a week in archives might at least put a dent in it.

Mayor Cramblett said we've relied on the citizens pretty much to keep this whole town going. He said most towns can rely on industry. He said there is more and more of a load for everybody. He said there is potential for industry in Cascade Locks and then Council can review things. Mayor Cramblett said until then the load goes to everybody, whether that is staff, or citizens, to make this whole thing work.

CM Randall asked if the work load is greater at the front desk in the spring/summer than in the winter. CA Zimmerman said there is the same number of people with their utility bills, etc. CM Helfrich asked what the status was for online bill pay and would that help reduce the work load. CA Zimmerman said that might help reduce the work load but FO Bump has been swamped with budget and audit and hasn't been able to work on that. He said in previous places that he's worked there was approximately 5% that paid online.

CM Walker said if archives is important could a temporary be used for that. Mayor Cramblett said he hears that this is a need that isn't being met and the City has cut the position to do that job function. He said he didn't want that position added. He said we've been living without that full time person. He said he thought the citizens would approve as long as their rates don't increase. CA Zimmerman suggested if the position returned to full time the front desk could be closed at particular times while working in archives.

CM Walker said at the time the cuts were made to the budget there were very good reasons to do that. He said he didn't think that has changed. He said staff does a really good job and this is not a question about that. He said he thought the idea to make that position a part time position was a good idea. He said he didn't think conditions had changed where the City could afford to rescind that. Mayor Cramblett said when that decision was made there were declining reserves. He said in order to slow that down the Budget Committee chose to make the cuts to administration. CM Walker said the reasons for cutting the position still exist. He said there are increases to healthcare costs and a request for a cost of living increase. He said he didn't see how this position could be put back to full time with the additional increases in costs. Mayor Cramblett explained there used to be a position that worked mostly in archives. He said that position was cut and the money that went to that position is being used to keep up with the losses. CA Zimmerman explained that the total revenues are taken each year in the budget and reallocated. He said this year the total contingencies have been increased from \$220,000 to \$411,000. He said staff has continued to cut materials and services. He said these amounts include the 2% COLA and the full time front desk position.

Mayor Cramblett said the customers might care about the front window times changing but he didn't mind the hours being changed to free up the time for archives. He said the time might need adjusting as you figure things out. CM Walker said it didn't matter. He said with the cuts the reserves were supposed to increase. He said the City was supposed to become leaner in staff and the Council is supposed to do all they can to keep the costs down. Mayor Cramblett said an issue is losing ground in archives. He said if increasing the position to full time the time could be used in archives. CM Walker said a sound business decision was made and conditions haven't changed enough to afford to rescind it. Mayor Cramblett agreed that the business decision was sound but he has heard that archives is not being kept up so let's put eight hours toward that. He said this still follows the business decision that was made. CM Helfrich said staff has returned with results of the cut positions. He said now they are going to be given extra duties. He said window hours

being closed will allow more efficiency to get the jobs done. Mayor Cramblett asked for Council's recommendation. **Motion:** CM Helfrich moved, seconded by CM Randall, to return the eight hours back to the full time Cashier/Receptionist and have staff redirect their work duties to assist in archives. CA Zimmerman said if these eight hours are spent in archives then the effectiveness and efficiency of the front office hasn't been addressed. He asked if the motion included him managing the hours and closing the front office so as not to impact the other two employees. CM Helfrich withdrew the motion. Mayor Cramblett said he would not be for it unless it included eight hours in archives. CA Zimmerman explained that the budget was built to put the front desk person back at the window for 40 hours a week. He said the Mayor has introduced the archiving issue and he hasn't talked to staff about it. He said he hasn't thought about how to incorporate archiving duties into a position that is already behind. **Motion:** CM Helfrich moved, seconded by CM Randall, to return the Cashier/Receptionist to full time and direct staff to reassign the eight hours to assist in archives and direct staff to close the window to accommodate the new function. CA Zimmerman said until we are actually into it and working it we really don't know what the impacts will be. CM Fitzpatrick said he was in favor of the changes made. He said the further archives gets behind the bigger mess it will be. The motion passed with CM's Fitzpatrick, Randall, Helfrich, and Mayor Cramblett voting in favor. CM's Groves and Walker opposed.

3. Giving the non-represented employees a 2% raise. CA Zimmerman read CM Busdieker's comments regarding giving the non-represented staff a 2% raise and health insurance premium participation by employees (Exhibit D). He read a letter submitted by Buzzy Nielsen regarding the same issues.

Mayor Cramblett said maybe Council should try to increase the wages but the problem he sees is all these governments are going broke and having problems. He said he isn't impressed with government. He said the two biggest killers in government are health insurance and retirement. He said the private industry just doesn't have the benefits. He said the tax payers are paying the bill for the retirement benefits. He said this has been the biggest inflation for our tax payers. Mayor Cramblett said the employees aren't paying any more for PERS. He said PERS hasn't done their job so the legislature had to step in to save the retirement. He said the money earners aren't feeling the inflation because the City is picking it up. He said there is a huge gap between what the tax payer and the employee pays for their benefits. Mayor Cramblett said the people that are losing ground are the rate payers. He argued Buzzy's point regarding the employee's salary being a wash or less with a past raise and insurance premium contribution. CA Zimmerman explained that Buzzy was looking at a 10 year period of time. Mayor Cramblett was referring to his budget book and questioned cost of insurance. CA Zimmerman explained the costs of insurance per month for employees. Mayor Cramblett said that Buzzy claims that the employees' increases in insurance have outweighed their increase in salary. CA Zimmerman explained that when salaries are kept flat over time and the increase in insurance continues every year, in time, the employees lose money. CA Zimmerman gave an example of non-represented employees being under contract where they pay 6% for PERS and the employee pays 10% for insurance. He said this is the benefit given to get quality employees. He further explained to Council, using his salary, that if giving a raise but increasing the insurance, half of the raise would be taken. He said it is a different scenario for the lower wage earners. Mayor Cramblett said with the increases to PERS costs for the City the only thing that can be done is to freeze wages. CA Zimmerman said it is unfair to expect employees to pay 100%. He said the employees took the job under the

contract with the parameters put in place. He said Council is trying to change those parameters. He said the rates people are paying are not unfair. He said if the rates are fair, an increase fits in the budget, and increased contingencies, why should staff be penalized. He said it seems like Council is trying to redistribute the wealth on the backs of eight employees. Mayor Cramblett said the business has to keep going and this City hasn't taken care of the run-away insurance costs. CA Zimmerman said the City is locked into what we have. Mayor Cramblett explained the real money for the employees is what the City can't control and that is their insurance. He said other people have to pay a lot of money for their insurance. He said their retirement program has great value. He said the employees shouldn't get so caught up with their salary when they have the two great benefit packages. He said their retirement and insurance are above what most employees get. CA Zimmerman agreed but pointed out that the retirement package doesn't give him money to purchase a loaf of bread. Mayor Cramblett said saving the money on insurance is giving them extra money in their pocket to purchase a loaf of bread.

CM Groves asked what the 2.5% increase with a 2.71% increase on top of that is for represented employees. CA Zimmerman explained that the electric department are union employees and they receive a 2.71% increase that will be retroactive to January 1, then will be getting a 2.5% increase next January 1.

Mayor Cramblett said he wants to make sure that the lower paid employees are making a living wage. He said the City can't make changes to PERS and the insurance package and congratulated employees for having that. He said that he has to somehow also represent the rate payers. CA Zimmerman pointed out that the increase of 2% would cost the citizen an approximate \$5.00 per year. He said an increase to the employee in insurance will save the City \$3,395.00, which would be \$3.00 per year. Mayor Cramblett said he doesn't think the employees understand that the retirement and insurance are two powerful things for employees. He said he didn't want to lose any ground in reserves. CA Zimmerman explained that staff has cut the costs that can be cut and trying to continue keeping the employees going in the right direction.

CM Helfrich said he agrees with CM Busdieker and Buzzy's submitted comments. He said he would agree to the 2% raise. He said this is not an extravagant amount. CM Randall said he didn't agree with Buzzy's comments but wouldn't mind giving the 2% increase. He said it has been a long time since they have had a raise.

CM Walker said he is a Tier 1 employee and his percentage for retirement will be even lower than CA Zimmerman's. He said, yes, PERS is expensive but wanted to talk about Cascade Locks. He said the health care and retirement are a huge value to the employees. He said the City isn't asking any more of a sacrifice from the employees than anyone else out there. He said the citizens are looking to Council for guidance and thinks the Council should hold the line. He said the employees do great work. He said he has to pay more for insurance. He said he has friends that write checks for \$1,200 per month for their insurance.

CM Fitzpatrick said it is embarrassing that the representative employees have received 10.25% increases and the non-representatives have received 2.36%. He said he knows the City can't control the representatives that are under contract but that is quite a difference.

Mayor Cramblett said he believes that the raise is beyond what the increase in insurance would be. **Motion:** CM Helfrich moved, seconded by CM Randall, to give the non-represented

employees a 2% raise. The motion passed with CM's Groves, Fitzpatrick, Randall, and Helfrich voting in favor. CM Walker and Mayor Cramblett opposed.

4. Increase health insurance premium participation by employees from 10% to 12.5%. CM Groves said she thought the Budget Committee wanted the percentage to be at 15%. CA Zimmerman said the Budget Committee thought the participation should be increased but sent it to Council for their recommendation. **Motion:** CM Groves moved, seconded by CM Walker, to increase the health insurance premium participation from 10% to 12.5%. CM Helfrich asked if the \$3,395.00 was per person per year. CA Zimmerman said that amount is the total cost per year for all non-represented employees and the cost to employee would vary with level of coverage. The motion passed with CM's Groves, Randall, Walker, and Mayor Cramblett voting in favor. CM's Helfrich and Fitzpatrick opposed.

6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** Tim Heuker, citizen from Warrendale, said his issue is the rural fire protection and being charged \$2.00 per thousand of assessed value. He said Multnomah County is forcing residents to be under a fire contract before any permits for building will be issued. He said Dodson/Warrendale residents are already paying double or triple for fire insurance because of the distance from a fire district. He said it doesn't matter to the insurance company if they have the rural fire contract or not. He said if the ballot measure includes the Dodson/Warrendale residents and they don't get a vote. He said if the increase passes he would like Council to include the fire service for what will be paid through those fees. Tim said he is just trying to get an accessory building permitted through Multnomah County and can't since he doesn't have a rural fire contract. He said the \$2.00 per thousand of assessed value is for the whole property and not just the buildings. CA Zimmerman asked if it would make a difference for the \$2.00 per thousand being charged for only the improvements and not the land. Tim agreed.

Tim said the Dodson/Warrendale residents are going to be stuck with paying the EMS fee if passed and \$2.00 per thousand for a rural fire contract. He said we're paying for a service that we don't get. CM Helfrich said if a rural fire contract is signed with the City of Cascade Locks the resident will get the service. Tim said his insurance company says the fire service is too far away. CM Helfrich said his issue would be with the insurance company or Multnomah County and not the City.

Tim asked Council if they would consider including the rural fire service for Dodson/Warrendale residents with the EMS fee if it passes. He said if not, would they consider the \$2.00 per thousand for improvements only and not include the charge for the land.

7. **Reports and Presentations.**

a. **City Committees.** None.

b. **City Administrator Zimmerman Report.** CA Zimmerman gave his report (Exhibit F) and asked if he could proceed with the appointment of Rafael Garcia for the temporary Public Works position. There was consensus of Council. CA Zimmerman said Council has received a letter from the Cascade Locks Business Association requesting removal of the untended flower containers along WaNaPa Street (Exhibit G). There was consensus of Council to have the Public Works Department remove the untended flower containers.

8. **Mayor and City Council Comments.** CM Helfrich read CM Busdieker's submitted comments regarding the support of Ordinance No. 431 in the primary election (Exhibit H). CM Fitzpatrick thanked CM Busdieker for submitting her comments and encouraged citizens to vote yes on the upcoming ballot measure. CM Randall agreeing with CM's Busdieker and Fitzpatrick said this is a chance for the community to come together and have adequate service. He said if any citizens have any questions about the measure to contact CA Zimmerman or the City Council. CM Groves thanked all the businesses in Cascade Locks for helping to sponsor the Angela Coe Rainy Day Walk. She said they would be sending in three times the amount of money to the Children's Cancer Association. She said the businesses really stepped up. Mayor Cramblett said he spent some time at the Post Office informing citizens of the upcoming ballot measure. He said he received a wide variety of comments. He reminded citizens of the free admission to the museum on May 17<sup>th</sup>. He said there will be a treasure hunt with prizes. CA Zimmerman reminded all that the Nestlé sponsored BBQ will also be that day.
9. **Other matters.** None.
10. **Executive Session as may be required.** None.
11. **Adjournment. Motion:** CM Helfrich moved, seconded by CM Groves, to adjourn. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, Helfrich, and Mayor Cramblett. The meeting was adjourned at 9:24 PM.

Prepared by  
Kathy Woosley, City Recorder

APPROVED:

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Tom Cramblett, Mayor

City of Cascade Locks  
Water System Master Plan  
Friday, April 25, 2014

Project	Estimated Costs				
	Option #1	Option #2	Option #3	Option #4	Option #5
1.0 Crystal Spring Reservoir	\$ 1,034,543	\$ 1,034,543	\$ 1,034,543	\$ 1,034,543	\$ 1,034,543
2.0 Forest Lane Water Main Loop to IP	\$ 415,800	\$ 415,800			
3.0 WaNaPa Street Water Main Replacement	\$ 896,873	\$ 896,873	\$ 896,873	\$ 896,873	
4.0 Well #1 Upgrade	\$ 76,956	\$ 76,956	\$ 76,956	\$ 76,956	\$ 76,956
5.0 Well #3 Development	\$ 373,890	\$ 373,890	\$ 373,890		
6.0 Ruckel Street Water Main Replacement	\$ 368,078				
7.0 Forest Lane Water Main Replacement	\$ 408,375				
8.0 Water Management/Conservation Plan	\$ 15,000	\$ 15,000	\$ 15,000		
9.0 Water Line Leak Detection Program	\$ 50,000	\$ 50,000	\$ 50,000		
10.0 Public Works Standards Update	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	\$ -
<b>Total</b>	<b>\$ 3,654,515</b>	<b>\$ 2,878,062</b>	<b>\$ 2,462,262</b>	<b>\$ 2,008,372</b>	<b>\$ 1,111,499</b>

"If" Assumptions						
Construction Bid versus Engineering Estimate	70%	\$ 2,558,161	\$ 2,014,643	\$ 1,723,583	\$ 1,405,860	\$ 778,049
Potential USDA Grant - Max		\$ 500,000	\$ -	\$ -	\$ -	\$ -
Potential to Finance		\$ 2,058,161	\$ 2,014,643	\$ 1,723,583	\$ 1,405,860	\$ 778,049

# of City Water Accounts	475	Monthly HH Income	Annual HH Income
Average Customer Charge (5,000 gallons)	\$ 23.88		
1.25% of median family income	1.25% \$ 42.73	\$ 3,418.25	\$ 41,019.00
Available for loan repayment	\$ 18.85		

Total Monthly Financing Available	\$ 8,953
Total Annual Financing Available	\$ 107,434

Monthly Increase Required by Option at 100%	\$28.66	\$22.57	\$19.31	\$15.75	\$8.72
Monthly Increase Required by Option at 70%	\$20.06	\$15.80	\$13.52	\$11.03	\$6.10
Monthly Increase Required by Option plus USDA Grant	\$16.14	\$15.80	\$13.52	\$11.03	\$6.10

Potential Financing					
	Interest	Term	Amortized	Monthly Increase	Annual
US Bank	2.41%	5	15	\$50.98	\$290,560.63
US Bank	2.53%	7	20	\$40.88	\$233,026.03
Columbia State Bank	2.95%	10	10	\$74.11	\$422,447.82
Columbia State Bank	3.30%	15	15	\$54.25	\$309,216.44
CenterPointe Bank	3.25%	5	5	\$139.10	\$792,883.68
USDA Rural Utility Services	3.25%	40	40	\$28.66	\$163,374.90

EXHIBIT A  
TO MINUTES OF 5/12/14  
City Council MEETING

## Kathy Woosley

---

**From:** Gordon Zimmerman <gzimmerman@cascade-locks.or.us>  
**Sent:** Tuesday, May 13, 2014 8:48 AM  
**To:** Kathy Woosley  
**Subject:** FW: agenda item 5C

Gordon Zimmerman  
Cascade Locks City Administrator  
541-374-8484  
[gzimmerman@cascade-locks.or.us](mailto:gzimmerman@cascade-locks.or.us)

Cascade Locks is where the Bridge of the Gods spans the Heart of the Gorge; where mountain, wind, and water create the best sailing in the Northwest; and where the "CL" on the license plate stands for Cascade Locks, the second largest city in Hood River County!

The City of Cascade Locks is an equal opportunity employer and service provider.

**PUBLIC RECORDS DISCLOSURE:** This is a public document. This email is subject to the State Retention Schedule and may be made available to the public.

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**From:** deanna busdieker [<mailto:dbusdieker@cascade-locks.or.us>]  
**Sent:** Monday, May 12, 2014 9:31 AM  
**To:** Zimmerman, Gordon  
**Subject:** agenda item 5C

these are text edits:

1st whereas: fire, ambulance and emergency **services**

section 1:

"fire and life safety activities" -- this just doesn't read right. maybe the sentence could read: In the course of protecting lives and property, the Emergency Services Department will at times need to acquire forcible entrance to a structure.

if not, then there should be a comma after Emergency Services Department on the first line

Third sentence needs better wording, here is my suggestion: If the decision is made by the Fire Officer to force access due to a reasonable suspicion of threat to life, property, or the environment, the emergency crew will use whatever means necessary ...

section 3:

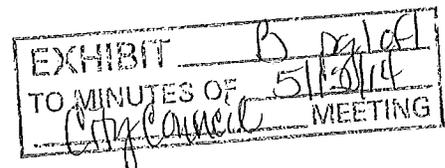
title should be Right of **forcible** access

that life safety thing is still bugging me. try "... necessary to protect lives and property in any associated emergency."

second sentence: "... City-approved lock box **containing** keys ..."

--

deanna busdieker  
cascade locks city council  
cascade locks, or  
[dbusdieker@cascade-locks.or.us](mailto:dbusdieker@cascade-locks.or.us)



## Kathy Woosley

---

**From:** Gordon Zimmerman <gzimmerman@cascade-locks.or.us>  
**Sent:** Tuesday, May 13, 2014 8:48 AM  
**To:** Kathy Woosley  
**Subject:** FW: agenda item 5E

Gordon Zimmerman  
Cascade Locks City Administrator  
541-374-8484  
[gzimmerman@cascade-locks.or.us](mailto:gzimmerman@cascade-locks.or.us)

Cascade Locks is where the Bridge of the Gods spans the Heart of the Gorge; where mountain, wind, and water create the best sailing in the Northwest; and where the "CL" on the license plate stands for Cascade Locks, the second largest city in Hood River County!

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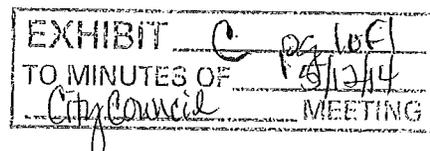
-----Original Message-----

**From:** deanna busdieker [<mailto:dbusdieker@cascade-locks.or.us>]  
**Sent:** Monday, May 12, 2014 9:38 AM  
**To:** Zimmerman, Gordon  
**Subject:** agenda item 5E

is this one of those things like the civil disobedience resolution we had to adopt for a federal grant?  
grrrrr ... i hate that, but the resolution itself is not unreasonable.

my only correction is in section two where you mention familial status, but don't refer to sexual orientation, etc. as in section one.

--  
deanna busdieker  
cascade locks city council  
cascade locks, or  
[dbusdieker@cascade-locks.or.us](mailto:dbusdieker@cascade-locks.or.us)



## Kathy Woosley

---

**From:** Gordon Zimmerman <gzimmerman@cascade-locks.or.us>  
**Sent:** Tuesday, May 13, 2014 8:48 AM  
**To:** Kathy Woosley  
**Subject:** FW: agenda item 5F

Gordon Zimmerman  
Cascade Locks City Administrator  
541-374-8484  
[gzimmerman@cascade-locks.or.us](mailto:gzimmerman@cascade-locks.or.us)

Cascade Locks is where the Bridge of the Gods spans the Heart of the Gorge; where mountain, wind, and water create the best sailing in the Northwest; and where the "CL" on the license plate stands for Cascade Locks, the second largest city in Hood River County!

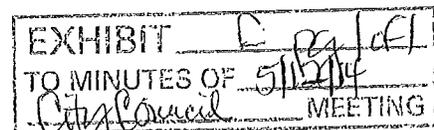
The City of Cascade Locks is an equal opportunity employer and service provider.  
PUBLIC RECORDS DISCLOSURE: This is a public document. This email is subject to the State Retention Schedule and may be made available to the public.

-----Original Message-----

**From:** deanna busdieker [<mailto:dbusdieker@cascade-locks.or.us>]  
**Sent:** Monday, May 12, 2014 9:55 AM  
**To:** Zimmerman, Gordon  
**Subject:** agenda item 5F

#1 - i thought we already agreed to this in council  
#2 - i am in favor of this. i understand the need to trim the budget, but we also need to be able to run city hall efficiently. this does not happen when other staff are forced to interrupt their own work to cover the receptionist's window.  
#3,4 - we cannot keep asking staff to do the same, and in some cases more, work for continually less money. our unrepresented employees do not receive automatic cost of living increases, and yet the cost of living continues to increase anyway, as has their contribution to health insurance costs. the work they do is vital, i don't consider them to have excessive compensation, and i think the suggestions made in the budget committee are completely disrespectful to our staff.

--  
deanna busdieker  
cascade locks city council  
cascade locks, or  
[dbusdieker@cascade-locks.or.us](mailto:dbusdieker@cascade-locks.or.us)



May 12, 2014

City Council  
City of Cascade Locks  
P.O. Box 308  
Cascade Locks, OR 97014

Dear Council:

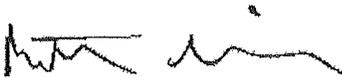
During your May 12 meeting, it is my understanding that you are considering whether to give non-represented City employees a cost of living adjustment as well as whether to increase their contribution toward health insurance premiums. I hope that you will consider approving the Budget Officer's proposed 2% cost of living adjustment and retaining the 10% insurance contribution rather than increasing it.

My understanding is that, since 2008, non-represented employees have only received one 2.36% cost of living adjustment. According to the Bureau of Labor Statistics's Consumer Price Index, this means that City employees essentially have had their pay cut. In order for an employee who made \$30,000 in 2008 to even be able to keep up with inflation, his/her salary would need to be \$33,000 today, or 10% higher than it was in 2008. A non-represented City of Cascade Locks employee's salary, however, has only increased 2.36%. In other words, non-represented City of Cascade Locks employees are being paid 7.64% less than what they were paid in 2008.

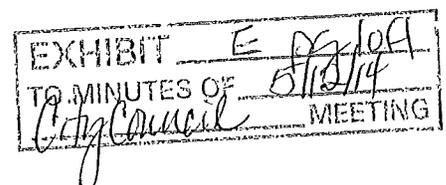
Even that 2.36% increase has not helped non-represented employees. Since the health insurance premium contribution was raised from 5 to 10%, the employee effectively is being paid the same – or less – than what s/he made in 2008. If you increase the health insurance contribution again, it is yet another pay cut for the employees.

I hope that you will consider retaining the budgeted 2% cost of living adjustment and retaining the current 10% insurance contribution. The City's employees do amazing work on a shoestring budget and with few personnel. The least we can do is help make sure their salaries keep up with inflation.

Sincerely,



Matthew "Buzzy" Nielsen  
Cascade Locks





**City of Cascade Locks**  
PO Box 308 140 SW WaNaPa St.  
Cascade Locks, OR 97014

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(541) 374-8484 Fax: (541) 374-8752 TTY: 711

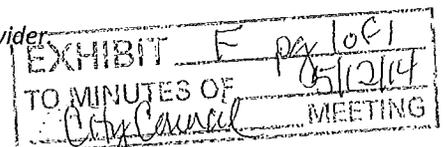
**City Administrator Report to the City Council**  
**Monday, May 12, 2014**

- 1. Tourism Committee:** Kayla Carron, Chair and member of the Tourism Committee for the last seven years, announced her resignation from the committee at last week's Tourism Meeting. I would like to personally extend my gratitude to Kayla for the wonderful job she did for tourism and for the City.
- 2. Public Works Employee:** The City received 5 applications for the temporary Public Works employee. After interviewing the qualified applicants, City staff is recommending the temporary employment of Rafael Garcia to do the mowing and landscaping duties during the summer for the City. *May we proceed with this appointment?*
- 3. Cascade Locks Business Association:** At the last CLBA meeting a motion was made and passed to ask the City to remove the untended flower containers along WaNaPa Street. A copy of the letter is attached. *What do you want to do with the flower pots?*
- 4. Tri-County Hazardous Waste:** In your council packets was a letter from Steve Kramer, Wasco County Commissioner and Chair of the Hazardous Waste Steering Committee. In the letter, Mr. Kramer outlines the last few years of history in regards to the program which Cascade Locks has been a participant in. This letter is for information only unless you wish to uncouple the City's involvement in the Hazardous Waste program. That would result in the City having to fund its own program. I would urge the continued participation with the other counties and cities in Tri-County Hazardous Waste Program.
- 5. Liquidassets.psu.edu:** For an interesting look at the nation's aging water and sewer infrastructure please go to [liquidassets.psu.edu](http://liquidassets.psu.edu) to see a documentary about the topic.
- 6. Infrastructure Funding Workshop:** I attended a workshop on funding for infrastructure projects (such as water and wastewater). I met with government and private funders in regards to the \$3.6 million water system improvement projects. We came up with another potential funder. Since that workshop I have contacted that funder to find that our project is not eligible for what they fund. I did build a stronger relationship with the USDA – RUS State Director at the conference.
- 7. CATV/BB Agreement:** Please find a copy of the agreement from GorgeNet concerning the transition process for the broadband and cable TV franchise. This will be an action item for the next Council meeting.

Thank you for all your effort on behalf of the City.

Gordon Zimmerman  
Cascade Locks City Administrator

*The City of Cascade Locks is an Equal Opportunity Provider*



Cascade Locks Business Association  
PO Box 433  
Cascade Locks, Oregon 97014

May 5, 2014

Gordon Zimmerman  
City Administrator  
City Of Cascade Locks  
Po Box 308  
Cascade Locks, Oregon 97014

Dear Gordon,

The Cascade Locks Business Association would like to make a formal request to have the cement flower containers on WaNaPa Street be removed if the City does not intend to fill pots with flowers and maintain them this calendar year.

It is our understanding two business owners, Debra Lorang and Heather Soderberg will maintain the pots in front of their business and would like to keep them in current locations.

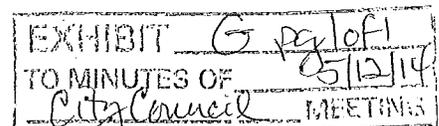
With the pots removed the garbage and cigarette problem should clear itself up. Hopefully we can work towards flags on the light polls as in other towns; this idea may be easier for us to maintain with the limited funds and resources we have.

Thank you for this consideration.

Sincerely,



Tom Owens  
President CLBA



## Gordon Zimmerman

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**From:** deanna busdieker <[dbusdieker@cascade-locks.or.us](mailto:dbusdieker@cascade-locks.or.us)>  
**Sent:** Monday, May 12, 2014 12:56 PM  
**To:** Zimmerman, Gordon  
**Subject:** agenda item 8

please read this statement for me:

I would like to strongly encourage the citizens of Cascade Locks to support Ordinance 431 in the primary elections this month. Please remember your ballots must be returned by Tuesday, May 20, which is next week.

This ordinance is essential for the continued ability to fully fund our EMS department. Without it, our emergency services department budget will be seriously deficient due to increases in costs far exceeding the increases we have made in ambulance revenues. The EMS department is an infrastructure category as much as water, sewer, and electricity. It must be kept funded at a level to continue protecting not only our own citizens, but also the travelers we invite to our community from every corner of the world.

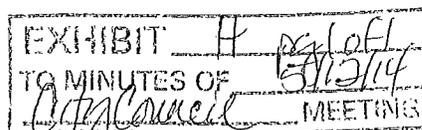
The new budget already makes small cuts in materials and services expenses, but i believe they appear to be run at or near to minimum levels in the first place. Our cost increases are mainly administrative, which are really pretty fixed. We must cover them or degrade basic infrastructure.

Ordinance 431 will add a monthly fee of six to nine dollars to all electric utility bills, depending on your service category, and gives council the power to enact a corresponding industrial fee in the future as needed. It will raise approximately sixty thousand dollars per budget year to be used specifically for keeping our EMS department fully funded.

Even if you approve the ordinance, it is set to sunset in five years as our debt service on the fire station is paid off from other revenues, and council will have the option to review the fee during each budget process and decrease or eliminate it. It will not increase and will go away completely in 2019 unless you, the citizens, approve an extension. The city is also looking into other funding options which could help decrease or eliminate the fee sooner, but we need to cover these expenses **NOW**.

I thank you in advance for understanding our civic duty to provide basic services not only as a municipality, but also as a community, in supporting Ordinance 431.

--  
deanna busdieker  
cascade locks city council  
cascade locks, or  
[dbusdieker@cascade-locks.or.us](mailto:dbusdieker@cascade-locks.or.us)



BLANKET VOUCHER APPROVAL

PAGE NO. 1

DEPARTMENT: CITY OF CASCADE LOCKS  
COVER SHEET AND SUMMARY

DATE:	DESCRIPTION:	AMOUNT:
5/16/2014	Payroll	\$ 46,458.05
5/15/2014	A/P	\$ 121,375.23

GRAND TOTAL \$ 167,833.28

APPROVAL:

\_\_\_\_\_  
Mayor

Report Criteria:  
 Report type: GL detail

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
4716	05/14	05/15/2014	20	18819	ADDYLAB	Water Sample Testing	2140562150	118.50
Total 4716:								118.50
4717	05/14	05/15/2014	330	1058396	BENNETT PAPER & SUPPLY CO	Garbage Bags, Towels, Toilet Paper	0140462540	277.71
Total 4717:								277.71
4718	05/14	05/15/2014	370	36994	BIO-MED TESTING SERVICE	Drug Testing	0540562063	40.00
Total 4718:								40.00
4719	05/14	05/15/2014	4910	100724904	Blair/Yvonne Elsworth	Refund Deposit	5121130	148.51
Total 4719:								148.51
4720	05/14	05/15/2014	6839	81408902	Bound Tree Medical, LLC	Meds	0540562351	315.44
4720	05/14	05/15/2014	6839	81409985	Bound Tree Medical, LLC	Meds	0540562351	34.11
Total 4720:								349.55
4721	05/14	05/15/2014	4910	600141104	Cadida Batista	Refund Deposit	5121130	236.08
Total 4721:								236.08
4722	05/14	05/15/2014	590	1355642-IN	CARSON OIL COMPANY	Bio Diesel for Generator	0540562440	313.95
Total 4722:								313.95
4723	05/14	05/15/2014	670	100001500 5	CASCADE LOCKS LIGHT CO.	fire station	0540562439	603.99
4723	05/14	05/15/2014	670	100003600 5	CASCADE LOCKS LIGHT CO.	res. no 2	2140562070	25.80
4723	05/14	05/15/2014	670	100030200 5	CASCADE LOCKS LIGHT CO.	pump lift station	3140562070	21.59
4723	05/14	05/15/2014	670	100038200 5	CASCADE LOCKS LIGHT CO.	well house	2140562070	2,305.42
4723	05/14	05/15/2014	670	100379100 5	CASCADE LOCKS LIGHT CO.	treatment plant	3140562070	2,146.78
4723	05/14	05/15/2014	670	103714500 5	CASCADE LOCKS LIGHT CO.	wasco creek lift station	3140562070	21.30
4723	05/14	05/15/2014	670	200120000 5	CASCADE LOCKS LIGHT CO.	cemetery water	1740562551	21.30
4723	05/14	05/15/2014	670	300155100 5	CASCADE LOCKS LIGHT CO.	main lift station	3140562070	421.70

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
4723	05/14	05/15/2014	670	300155900 5	CASCADE LOCKS LIGHT CO.	museum	0140762630	156.15
4723	05/14	05/15/2014	670	300159202 5	CASCADE LOCKS LIGHT CO.	fire station	0540562439	24.73
4723	05/14	05/15/2014	670	300171800 5	CASCADE LOCKS LIGHT CO.	mail lighting	5140562800	21.30
4723	05/14	05/15/2014	670	300183900 5	CASCADE LOCKS LIGHT CO.	moody lift station	2140562070	53.23
4723	05/14	05/15/2014	670	600136900 5	CASCADE LOCKS LIGHT CO.	87 Ruckle	3140562070	32.17
4723	05/14	05/15/2014	670	600137000 5	CASCADE LOCKS LIGHT CO.	chlorinator	2140562070	21.30
4723	05/14	05/15/2014	670	60135000 5/	CASCADE LOCKS LIGHT CO.	city hall utilities	0140462551	828.24
4723	05/14	05/15/2014	670	60135000 5/	CASCADE LOCKS LIGHT CO.	city hall utilities	2142162071	193.53
4723	05/14	05/15/2014	670	60135000 5/	CASCADE LOCKS LIGHT CO.	city hall utilities	5142162071	331.57
4723	05/14	05/15/2014	670	6999999800	CASCADE LOCKS LIGHT CO.	tourism	0840562071	15.00
4723	05/14	05/15/2014	670	SSS MAY 20	CASCADE LOCKS LIGHT CO.	senior sewer subsidy	0140862025	204.30
Total 4723:								7,449.40
4724	05/14	05/15/2014	740	57286	CASELLE, INC.	Contract Support	0140162082	142.20
4724	05/14	05/15/2014	740	57286	CASELLE, INC.		0340562082	45.03
4724	05/14	05/15/2014	740	57286	CASELLE, INC.		0540562082	40.29
4724	05/14	05/15/2014	740	57286	CASELLE, INC.		2140562082	244.11
4724	05/14	05/15/2014	740	57286	CASELLE, INC.		3140562082	218.04
4724	05/14	05/15/2014	740	57286	CASELLE, INC.		5140562082	417.12
4724	05/14	05/15/2014	740	57286	CASELLE, INC.		5140662082	78.21
Total 4724:								1,185.00
4725	05/14	05/15/2014	940	MARCH 201	CITY OF SPRINGFIELD	Ambulance Billing Service	0540562111	266.00
Total 4725:								266.00
4726	05/14	05/15/2014	1090	51514	COLUMBIA GORGE RACING ASSOCIA	CGRA Sponsorship	0840562170	5,000.00
Total 4726:								5,000.00
4727	05/14	05/15/2014	1120	A56238	COLUMBIA HARDWARE, LLC	pipe	0540562440	3.15
4727	05/14	05/15/2014	1120	B68299	COLUMBIA HARDWARE, LLC	metal file	2140562560	13.47
Total 4727:								16.62
4728	05/14	05/15/2014	6887	1015	David M. Corey, Ph.D., P.C.	medical service	5140562870	3,257.63
4728	05/14	05/15/2014	6887	1015	David M. Corey, Ph.D., P.C.	medical service	5140562870	1,396.12

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 4728:								4,653.75
4729	05/14	05/15/2014	1480	WQ15WSC-0	DEPT. OF ENVIRONMENTAL QUALITY	Annual Fee	3140562860	100.00
Total 4729:								100.00
4730	05/14	05/15/2014	1540	61158-04301	DMV SERVICES STATE OF OREGON	Driving Records	0540562110	1.50
4730	05/14	05/15/2014	1540	61158-04301	DMV SERVICES STATE OF OREGON	certified court print	5140562110	3.00
Total 4730:								4.50
4731	05/14	05/15/2014	4910	500304505	Eden Elizabeth Addis	Refund Deposit	5121130	202.04
Total 4731:								202.04
4732	05/14	05/15/2014	4910	200098105	Edith Williams	Refund Deposit	5121130	194.36
Total 4732:								194.36
4733	05/14	05/15/2014	4910	601304504	Estate of Debra Keefer	Refund Deposit	5121130	300.00
4733	05/14	05/15/2014	4910	601304504	Estate of Debra Keefer	Refund Deposit	5130543810	78.38
Total 4733:								378.38
4734	05/14	05/15/2014	2080	110025548 A	GLOBALSTAR	Sat Phone	0540562050	27.41
Total 4734:								27.41
4735	05/14	05/15/2014	6854	5714	Gordon Zimmerman	reimburse mileage	2140562020	123.20
Total 4735:								123.20
4736	05/14	05/15/2014	2420	42814	HOOD RIVER CO. - FINANCE	Dog License	0121011	18.00
4736	05/14	05/15/2014	2420	42814	HOOD RIVER CO. - FINANCE	Dog License	0130143280	1.00
4736	05/14	05/15/2014	2420	7270	HOOD RIVER CO. - FINANCE	April Deputy Service 2014	01419682250	7,261.00
Total 4736:								7,278.00
4737	05/14	05/15/2014	2570	0004141053	HOOD RIVER NEWS	Ad	2140562030	96.00

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
4737	05/14	05/15/2014	2570	41714	HOOD RIVER NEWS	FF/Paramedic Hire Ad	0540562030	210.00
Total 4737: 306.00								
4738	05/14	05/15/2014	2590	55929	HOOD RIVER SUPPLY ASSOC.	Key	0140462520	5.97
Total 4738: 5.97								
4739	05/14	05/15/2014	6874	APRIL 2014	LIN Television Corporation	programming	4140562740	253.80
Total 4739: 253.80								
4740	05/14	05/15/2014	3380	KPDX APRIL	Meredith Corporation	Retransmission	4140562740	56.40
4740	05/14	05/15/2014	3380	KPTV APRIL	Meredith Corporation	Retransmission	4140562740	159.80
Total 4740: 216.20								
4741	05/14	05/15/2014	3490	96-01-01 5/1	MID-COLUMBIA ECONOMIC	Loan 96-01-01	4640562711	1,264.67
4741	05/14	05/15/2014	3490	96-01-01 5/1	MID-COLUMBIA ECONOMIC	Loan 96-01-01	4640562712	254.01
4741	05/14	05/15/2014	3490	96-01-02 5/1	MID-COLUMBIA ECONOMIC	Loan 96-01-02	4640562711	1,022.79
4741	05/14	05/15/2014	3490	96-01-02 5/1	MID-COLUMBIA ECONOMIC	Loan 96-01-02	4640562712	242.77
Total 4741: 2,784.24								
4742	05/14	05/15/2014	6869	93	National Auto Fleet Group	New 2014 Dodge Ram 3500 HD Per Bid	5640363941	20,039.60
4742	05/14	05/15/2014	6869	93	National Auto Fleet Group	New 2014 Dodge Ram 3500 HD Per Bid	5642163941	20,039.60
4742	05/14	05/15/2014	6869	93	National Auto Fleet Group	New 2014 Dodge Ram 3500 HD Per Bid	5643163941	10,019.80
Total 4742: 50,099.00								
4743	05/14	05/15/2014	4910	601304402	Nellie Harris	Refund Deposit	5121130	207.12
Total 4743: 207.12								
4744	05/14	05/15/2014	4500	10030287-88	PAGEONE NORTHWEST	Airtime Service Fee/Paging Service	5140562110	179.70
Total 4744: 179.70								
4745	05/14	05/15/2014	4530	8923133	PAPE MACHINERY	seal and bearing	3140562560	93.04

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 4745:								
4746	05/14	05/15/2014	6848	6003	Pauly, Rogers and Co., P.C.	Forensic Accountant	0140862200	204.00
4746	05/14	05/15/2014	6848	6003	Pauly, Rogers and Co., P.C.	Forensic Accountant	0542162200	51.00
4746	05/14	05/15/2014	6848	6003	Pauly, Rogers and Co., P.C.	Forensic Accountant	2142162200	81.60
4746	05/14	05/15/2014	6848	6003	Pauly, Rogers and Co., P.C.	Forensic Accountant	3142162200	51.00
4746	05/14	05/15/2014	6848	6003	Pauly, Rogers and Co., P.C.	Forensic Accountant	5142162200	682.40
Total 4746: 1,020.00								
4747	05/14	05/15/2014	4670	8010335	PORT OF CASCADE LOCKS	Bridge Tickets - PW	0340562020	15.00
4747	05/14	05/15/2014	4670	8010335	PORT OF CASCADE LOCKS	Bridge Tickets - PW	2140562020	15.00
Total 4747: 30.00								
4748	05/14	05/15/2014	4810	12362	PRINT IT	blue print copies	5140562870	65.00
4748	05/14	05/15/2014	4810	12474	PRINT IT	blue prin scan	5140562870	8.00
Total 4748: 73.00								
4749	05/14	05/15/2014	6834	5214	Rebecca Sergeant	reimburse fuel charge for OEO car	0840562020	66.07
Total 4749: 66.07								
4750	05/14	05/15/2014	4960	5030566656	Ricoh USA, Inc.	Rental/Copies	0140162110	22.16
4750	05/14	05/15/2014	4960	5030566656	Ricoh USA, Inc.	Rental/Copies	0542162110	1.64
4750	05/14	05/15/2014	4960	5030566656	Ricoh USA, Inc.	Rental/Copies	2142162110	6.06
4750	05/14	05/15/2014	4960	5030566656	Ricoh USA, Inc.	Rental/Copies	3142162110	7.06
4750	05/14	05/15/2014	4960	5030566656	Ricoh USA, Inc.	Rental/Copies	5142162110	52.06
Total 4750: 88.98								
4751	05/14	05/15/2014	5160	72735	SAWTOOTH TECHNOLOGIES, LLC	Internet Service	4140562661	802.00
Total 4751: 802.00								
4752	05/14	05/15/2014	6886	APRIL 2014	Sinclair Television Group, Inc.	retransmission	4140562740	141.00
4752	05/14	05/15/2014	6886	AUGUST 20	Sinclair Television Group, Inc.	retransmission	4140562740	135.10
4752	05/14	05/15/2014	6886	DECEMBER	Sinclair Television Group, Inc.	retransmission	4140562740	135.80

M = Manual Check, V = Void Check

Check Issue Dates: 5/15/2014 - 5/15/2014

May 14, 2014 09:58AM

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
4752	05/14	05/15/2014	6886	FEBRUARY	Sindair Television Group, Inc.	retransmission	4140562740	143.25
4752	05/14	05/15/2014	6886	JANUARY 20	Sindair Television Group, Inc.	retransmission	4140562740	141.75
4752	05/14	05/15/2014	6886	MARCH 201	Sindair Television Group, Inc.	retransmission	4140562740	141.00
4752	05/14	05/15/2014	6886	NOVEMBER	Sindair Television Group, Inc.	retransmission	4140562740	136.50
4752	05/14	05/15/2014	6886	OCTOBER 2	Sindair Television Group, Inc.	retransmission	4140562740	136.50
4752	05/14	05/15/2014	6886	SEPTEMBER	Sindair Television Group, Inc.	retransmission	4140562740	135.10
Total 4752:								1,246.00
4753	05/14	05/15/2014	5460	APRIL 2014	Sosnkowski & Cleaveland P.C.	Attorney Fees	0140162100	282.00
4753	05/14	05/15/2014	5460	APRIL 2014	Sosnkowski & Cleaveland P.C.	Attorney Fees	0140262100	70.00
4753	05/14	05/15/2014	5460	APRIL 2014	Sosnkowski & Cleaveland P.C.	Attorney Fees	0542162100	14.00
4753	05/14	05/15/2014	5460	APRIL 2014	Sosnkowski & Cleaveland P.C.	Attorney Fees	2142162100	113.00
4753	05/14	05/15/2014	5460	APRIL 2014	Sosnkowski & Cleaveland P.C.	Attorney Fees	3142162100	186.00
4753	05/14	05/15/2014	5460	APRIL 2014	Sosnkowski & Cleaveland P.C.	Attorney Fees	5142162100	635.00
Total 4753:								1,200.00
4754	05/14	05/15/2014	5510	8029568550	STAPLES CONTRACT & COMMERCIA	Office Supplies	0140162010	11.00
4754	05/14	05/15/2014	5510	8029568550	STAPLES CONTRACT & COMMERCIA	Office Supplies	0140262010	1.08
4754	05/14	05/15/2014	5510	8029568550	STAPLES CONTRACT & COMMERCIA	FD Supplies	0540562350	11.22
4754	05/14	05/15/2014	5510	8029568550	STAPLES CONTRACT & COMMERCIA	Office Supplies	0542162010	.28
4754	05/14	05/15/2014	5510	8029568550	STAPLES CONTRACT & COMMERCIA	Office Supplies	2142162010	5.47
4754	05/14	05/15/2014	5510	8029568550	STAPLES CONTRACT & COMMERCIA	Office Supplies	3142162010	5.42
4754	05/14	05/15/2014	5510	8029568550	STAPLES CONTRACT & COMMERCIA	Office Supplies	5142162010	23.91
Total 4754:								58.38
4755	05/14	05/15/2014	5620	RUCKLE AP	Summit Excavation	Ruckle St. Improvements	5642163941	28,036.56
Total 4755:								28,036.56
4756	05/14	05/15/2014	6070	349772	TWGW, INC NAPA AUTO PARTS	Blue Def 2.5 Gallon	2140562560	21.98
4756	05/14	05/15/2014	6070	884114	TWGW, INC NAPA AUTO PARTS	wiper blades	0140462441	20.92
4756	05/14	05/15/2014	6070	884114	TWGW, INC NAPA AUTO PARTS	digital caliper	2140562560	28.77
Total 4756:								71.67
4757	05/14	05/15/2014	6350	0251929-INJ	WAGNER-SMITH EQUIPMENT	freight charge	5140563690	25.15
4757	05/14	05/15/2014	6350	0251929-INJ	WAGNER-SMITH EQUIPMENT	freight charge	5140663690	16.76

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 4757:								
4758	05/14	05/15/2014	6700	24394	XTC TRUCK & TOY	snow plow misc supplies	0340562560	115.96
4758	05/14	05/15/2014	6700	24394	XTC TRUCK & TOY	snow plow mount for new dump truck	5640363941	318.00
4758	05/14	05/15/2014	6700	24394	XTC TRUCK & TOY	snow plow mount for new dump truck	5642163941	318.00
4758	05/14	05/15/2014	6700	24394	XTC TRUCK & TOY	snow plow mount for new dump truck	5643163941	156.99
Total 4758:								
4759	05/14	05/15/2014	6730	420141980	ZCORUM INC.	Internet	4140662730	775.50
Total 4759:								
5151401	05/14	05/15/2014	3650	14040254	NATIONAL CABLE TELEVISION COOP.	Programming	4140562740	4,446.18 M
Total 5151401:								
Grand Totals:								121,375.23

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-21010	1.00	9,504.73-	9,503.73-
01-21011	18.00	.00	18.00
01-301-48280	.00	1.00-	1.00-
01-401-62010	11.00	.00	11.00
01-401-62082	142.20	.00	142.20
01-401-62100	282.00	.00	282.00
01-401-62110	22.16	.00	22.16
01-402-62010	1.08	.00	1.08
01-402-62100	70.00	.00	70.00
01-404-62441	20.92	.00	20.92
01-404-62520	5.97	.00	5.97
01-404-62540	277.71	.00	277.71
01-404-62551	828.24	.00	828.24
01-407-62630	156.15	.00	156.15
01-408-62025	204.30	.00	204.30
01-408-62200	204.00	.00	204.00
01-419-62250	7,261.00	.00	7,261.00
03-21010	.00	175.99-	175.99-
03-405-62020	15.00	.00	15.00
03-405-62082	45.03	.00	45.03
03-405-62660	115.96	.00	115.96
05-21010	.00	1,958.71-	1,958.71-
05-405-62030	210.00	.00	210.00
05-405-62050	27.41	.00	27.41
05-405-62063	40.00	.00	40.00
05-405-62082	40.29	.00	40.29
05-405-62110	1.50	.00	1.50
05-405-62111	266.00	.00	266.00
05-405-62350	11.22	.00	11.22
05-405-62351	349.55	.00	349.55
05-405-62439	628.72	.00	628.72
05-405-62440	317.10	.00	317.10
05-421-62010	.28	.00	.28
05-421-62100	14.00	.00	14.00
05-421-62110	1.64	.00	1.64
05-421-62200	51.00	.00	51.00
08-21010	.00	5,081.07-	5,081.07-
08-405-62020	66.07	.00	66.07

GL Account	Debit	Credit	Proof
08-405-62071	15.00	.00	15.00
08-405-62170	5,000.00	.00	5,000.00
17-21010	.00	21.30-	21.30-
17-405-62551	21.30	.00	21.30
21-21010	.00	3,466.44-	3,466.44-
21-405-62020	138.20	.00	138.20
21-405-62030	96.00	.00	96.00
21-405-62070	2,405.75	.00	2,405.75
21-405-62082	244.11	.00	244.11
21-405-62150	118.50	.00	118.50
21-405-62560	64.22	.00	64.22
21-421-62010	5.47	.00	5.47
21-421-62071	193.53	.00	193.53
21-421-62100	113.00	.00	113.00
21-421-62110	6.06	.00	6.06
21-421-62200	81.60	.00	81.60
31-21010	.00	3,304.10-	3,304.10-
31-405-62070	2,643.54	.00	2,643.54
31-405-62082	218.04	.00	218.04
31-405-62560	93.04	.00	93.04
31-405-62860	100.00	.00	100.00
31-421-62010	5.42	.00	5.42
31-421-62100	186.00	.00	186.00
31-421-62110	7.06	.00	7.06
31-421-62200	51.00	.00	51.00
41-21010	.00	7,739.68-	7,739.68-
41-405-62661	802.00	.00	802.00
41-405-62740	6,162.18	.00	6,162.18
41-406-62730	775.50	.00	775.50
46-21010	.00	2,784.24-	2,784.24-
46-405-62711	2,287.46	.00	2,287.46
46-405-62712	496.78	.00	496.78
51-21010	.00	8,409.42-	8,409.42-
51-21130	1,288.11	.00	1,288.11
51-305-43810	78.38	.00	78.38
51-405-62082	417.12	.00	417.12
51-405-62110	182.70	.00	182.70
51-405-62800	21.30	.00	21.30
51-405-62870	3,330.63	.00	3,330.63
51-405-63690	25.15	.00	25.15

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
51-406-62082	78.21	.00	78.21
51-406-62870	1,396.12	.00	1,396.12
51-406-63690	16.76	.00	16.76
51-421-62010	23.91	.00	23.91
51-421-62071	331.57	.00	331.57
51-421-62100	535.00	.00	535.00
51-421-62110	52.06	.00	52.06
51-421-62200	632.40	.00	632.40
56-21010	.00	78,930.55-	78,930.55-
56-403-63941	20,357.60	.00	20,357.60
56-421-63941	48,394.16	.00	48,394.16
56-431-63941	10,178.79	.00	10,178.79
<b>Grand Totals:</b>	<b>121,377.23</b>	<b>121,377.23-</b>	<b>.00</b>

Report Criteria:  
 Report type: GL detail

M = Manual Check, V = Void Check

AGENDA ITEM NO:

5C

## CASCADE LOCKS STAFF REPORT

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**Date Prepared:** May 19, 2014

**For City Council Meeting on:** May 27, 2014

**TO:** Honorable Mayor and City Council

**PREPARED BY:** Gordon Zimmerman, City Administrator

**SUBJECT:** Approval of Electric Department Invoice for \$11,472.22

**SYNOPSIS:** As part of the City's commitment to complete the infrastructure into the Industrial Park to support the development of new businesses, the City is relocating and extending the electric distribution line around Bear Mountain to the north end of the Industrial Park. This is a reimbursable project because the Port is assisting in the cost of the relocation. The material on the invoice from General Pacific is about 90% of the material needed to relocate and upgrade the line. After the line is relocated we will bill the Port for their portion of the cost.

**CITY COUNCIL OPTIONS:** Approve or reject the invoice.

**RECOMMENDED MOTION:** "I move to approve the payment of the invoice to General Pacific for the reimbursable project upgrading the electric distribution line into the Industrial Park."

**Financial Review and Status:** This project is funded through Capital Reserves.

# INVOICE

General Pacific, Inc.

Branch: 01 General Pacific, Inc.

P.O. Box. 70  
Fairview, OR 97024  
USA

503-907-2900

**Bill To:**

Cascade Locks, City Of  
PO Box 308  
Cascade Locks, OR 97014-0308  
USA

**RECEIVED**  
MAY 15 2014

BY: .....

51-415-62009  
~~51-305-43701~~

Bear mat Project  
KT

INVOICE	
1220661	
Invoice Date	Page
5/6/2014 11:25:55	1 of 2
ORDER NUMBER	
1107729	



**Ship To:**

Cascade Locks, City Of  
140 SW WaNaPa  
Cascade Locks, OR 97014-0308  
USA



COPY

Ordered By: Mr. Keith Terry

Customer ID: 100121

PO Number		Terms Description	Net Due Date	Disc Due	Discount Amount			
KEITH TERRY VERBAL		Net 30	6/5/2014	6/5/2014	0.00			
Order Date	Pick Ticket No	Primary Salesrep Name		Taker				
3/31/2014 18:30:40	1129712	Greg T. Gardner		DLOZZI				
Quantities					Item ID Item Description	Pricing UOM Unit Size	Unit Price	Extended Price
Ordered	Shipped	Remaining	UOM Unit Size	Disg.				

Delivery Instructions: ROUTE 1

Carrier: GP Truck

Tracking #:

750.0000	750.0000	0.0000	EA	1.0	JOS J177 Washer Spglok 5/8 Double Coil	EA 1.0000	0.2300	172.50
24.0000	24.0000	0.0000	EA	1.0	VIC VI 2612-GRAY Insulator Porcelain Spool 3" Sgl 53-2 A-Neck	EA 1.0000	0.9000	21.60
36.0000	36.0000	0.0000	EA	1.0	POR 261-SMG Ansi 55-3, Porcelain Pin 10kv 'C' Neck Gray, R.F.	EA 1.0000	3.2500	117.00
20.0000	20.0000	0.0000	EA	1.0	ALU F1CS-MV-V18-RHP-1 Conductor Supports 18"	EA 1.0000	30.7300	614.60
9.0000	9.0000	0.0000	EA	1.0	PUP DA3000096E2B7X2 Crossarm, Deadend, Braceless, Fiberglass Crossarm, Deadend, Braceless, Fiberglass, 2-Pos, 4 Attach, 8' EHD 14,700 Ult. Load Per Phase Gray, 3-5/8x4-5/8x96"	EA 1.0000	245.0000	2,205.00
50.0000	50.0000	0.0000	EA	1.0	HUB ASOD8582N DE straight line, spring loaded 0.50-0.89 Side Opening, ACSR: 3/0 (6/1) to 556.5 (18/1)...Alum: 4/0 (7) to 556.5 (37)	EA 1.0000	16.0000	800.00
39.0000	39.0000	0.0000	EA	1.0	SAL 9501U-SI INSULATOR 15KV DE/SUS TNG/CLV SIL	EA 1.0000	9.8000	382.20

# INVOICE

General Pacific, Inc.

Branch: 01 General Pacific, Inc.

P.O. Box. 70  
Fairview, OR 97024  
USA

503-907-2900

INVOICE	
1220661	
Invoice Date	Page
5/6/2014 11:25:55	2 of 2
ORDER NUMBER	
1107729	

Quantities					Item ID Item Description	Pricing UOM Unit Size	Unit Price	Extended Price
Ordered	Shipped	Remaining	UOM Unit Size	Disp.				
50.0000	50.0000	0.0000	EA	1.0	PLP WIF-0221 wrap lock tie	EA 1.0000	7.8200	391.00
100.0000	100.0000	0.0000	EA	1.0	PLP EZSP-4380 TIE FOR 394.5MC-AAAC ON 1-3/4" NECK	EA 1.0000	4.6000	460.00
60.0000	60.0000	0.0000	EA	1.0	THO PAE9999-9 parallel groove clamp Wire Range Main: 1000 kcmil-397.5, ACSR 336.4-2/	EA 1.0000	14.4000	864.00
40.0000	40.0000	0.0000	EA	1.0	THO ATS266336 Splice Auto Aluminum 266-18/1to336-18/1 Splice Auto Al 266-18/1 To 336-18/1 Acsr Full Tension	EA 1.0000	27.4100	1,096.40
750.0000	750.0000	0.0000	FT	1.0	NAT 7/16 7STR EHS-250 CLASS A COIL Guy Strand 250' coil	FT 1.0000	0.4320	324.00
50.0000	50.0000	0.0000	EA	1.0	PLP GDE-1108 Grip Guy Dead End 7/16" 7W Grip Guy De 7/16" 7w Galv. "B" Coat Green	EA 1.0000	4.2000	210.00
30.0000	30.0000	0.0000	EA	1.0	ALU FGS21-120RR Insulator,Guy Strain,21K, 120", 2 Roller	EA 1.0000	35.4300	1,062.90
15.0000	15.0000	0.0000	EA	1.0	JOS P345A Hook Guy Combination JOS P345A Multiple Combination Guy Attachment  45 degree, Ultimate Str: 21,000 lbs Weight: 295 lbs/100	EA 1.0000	11.2800	169.20
50.0000	50.0000	0.0000	EA	1.0	JOS J1126 Eyelet, Standard 5/8"	EA 1.0000	4.0900	204.50
22.0000	22.0000	0.0000	EA	1.0	JOS J7338 Anchor rod 1" 8' triplye	EA 1.0000	44.0600	969.32
22.0000	22.0000	0.0000	EA	1.0	JOS J3524 Anchor X-Plate 24" Plated	EA 1.0000	64.0000	1,408.00

Total Lines: 18

**SUB-TOTAL:** 11,472.22  
**TAX:** 0.00  
**AMOUNT DUE:** 11,472.22

U.S. Dollars

ORIGINAL

AGENDA ITEM NO: 10a

## CASCADE LOCKS STAFF REPORT

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Date Prepared: May 19, 2014

For City Council Meeting on: May 27, 2014

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve Resolution No. 1299 Establishing Emergency Entry Policy for EMS Providers

SYNOPSIS: At our last Council meeting, we discussed the potential inclusion of law enforcement personnel into this policy. Hood River County Sheriff Matt English responded with this statement:

“LEO’s utilize community caretaking to enter in these scenarios. No need to add us to the resolution.”

So with the wordsmithing provided at our last meeting, this resolution has been rewritten and is ready for the Council consideration.

CITY COUNCIL OPTIONS: Approve, modify or reject the resolution.

RECOMMENDED MOTION: “I move to approve Resolution No. 1299 establishing a policy for emergency entry into local structures.”

## **RESOLUTION NO. 1299**

### **A RESOLUTION ESTABLISHING A POLICY FOR FIRE, AMBULANCE AND EMERGENCY ENTRY INTO RESIDENTIAL, BUSINESSES, COMMERCIAL, OR INDUSTRIAL STRUCTURES**

**WHEREAS**, the City operates fire, ambulance and emergency service for persons who are in need of emergency services, or for the protection of life and property; and

**WHEREAS**, the City could incur substantial liabilities during forcible entry operations of said fire, ambulance and emergency services; and

**WHEREAS**, it is the policy of the City that such forcible entry operations necessary for the protection of life and property shall not render the City responsible for damages caused during forcible entry; and

**WHEREAS**, alternative methods for structure entry have been recommended to the property owners;

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

#### **SECTION 1. Necessary to save lives and property.**

In the course of fire and life safety activities performed by the Emergency Services Department, forcible entry of a structure is at times necessary. The Fire Officer on scene will make the determination if access to a structure must be gained. If the decision is made to force access due to a reasonable suspicion of threat to life, property, or the environment the emergency crew will use whatever means necessary and reasonable to gain access.

#### **SECTION 2. Recommendation to willing property owners to provide lock boxes for Emergency Services Department access.**

The property owners of any commercial or residential property including businesses, public buildings, industrial structures, or access gates, are advised to install a lock box, obtained through the Emergency Services Department, including access keys to the structure. The Emergency Services Department offers these lock boxes at cost to any desiring citizen or property owner. The lock boxes used are extremely secure and every use of access is electronically tracked for accountability. Only a select few officers of the Emergency Department will have access to these keys. The installation of this lock box along with the proper access keys being located within will prevent costly damage due to forced entry access. **The lock box may still be required for a structure if the Fire Code Official deems it necessary under Oregon State Fire Code Section 506.1.**

**SECTION 3. Right of forcible access during emergencies.**

The Emergency Services Department reserves the right to access any structure, gate, or secured access point necessary in the pursuit of fire and life safety for any associated emergency. Any property owner that does not have a City approved lock box including keys for access shall be responsible for any damages incurred to their property during forced entry. The City shall not be liable for damages incurred while using whatever means deemed necessary when a reasonable suspicion of a threat to life, property, or the environment exists. The City shall act in due regard for the safety and security of the property owner including, notification, or re-securing of the property when contact cannot be made with the property owner. The City shall not be held liable for any subsequent damage, vandalism, or theft to a property after forcing access at a structure or controlled access point.

**SECTION 4. Effective Date.** This resolution shall become effective 30 days after adoption by the City Council and approval by the Mayor.

**SECTION 5. Expiration.** This resolution shall remain in effect until repealed by the City Council.

**ADOPTED** by the City Council this 27<sup>th</sup> day of May, 2014.

**APPROVED** by the Mayor this 27<sup>th</sup> day of May, 2014.

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Tom Cramblett, Mayor

ATTEST:

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Kathy Woosley, City Recorder

**CASCADE LOCKS STAFF REPORT**

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**Date Prepared:** May 19, 2014

**For City Council Meeting on:** May 27, 2014

**TO:** Honorable Mayor and City Council

**PREPARED BY:** Gordon Zimmerman, City Administrator

**SUBJECT:** Approve GorgeNet Assumption Agreement

**SYNOPSIS:** City staff, under the direction of the Council, and the City Attorney have been working with GorgeNet to complete an agreement that will move the Broadband capabilities of the City (and eventually the Cable TV) from the City to GorgeNet. This assumption agreement embodies the challenges and risk GorgeNet is taking while the City removes an antiquated technology that can be operated in a more efficient and cost effective manner. The City continues to lose revenues with a declining customer base and increasing costs of programming. Our equipment is analog and the new technologies are digital. GorgeNet is committed to improving the TV and Broadband capabilities now and in the future.

GorgeNet will assume operations of the broadband within 60 of the signing of the agreement. They will assume the billing responsibilities for both the broadband and the cable TV with that assumption. They will send the City the money collected for TV services monthly.

**CITY COUNCIL OPTIONS:** Approve, modify, or reject the proposed agreement.

**RECOMMENDED MOTION:** "I move to approve the Cable Network Assumption Agreement with GorgeNet."

**Financial Review and Status:** The City will continue to collect TV revenues until that assumption is completed. In the future, GorgeNet will pay franchise fees equivalent to 7% of the gross TV/BB sales after the first seven years. During that first 7 years the franchise fee will be used to develop the distribution of fiber optic cable throughout town.

## CABLE NETWORK OPERATIONS ASSUMPTION AGREEMENT

DATE: \_\_\_\_\_, 2014

PARTIES:	CITY OF CASCADE LOCKS PO Box 308 Cascade Locks, OR 97014	"City"
	GORGE NETWORKS INC. PO Box 1107 Hood River, OR 97031 541 386 8300	"GorgeNet"

### RECITALS

- A.** The parties entered into a Letter of Intent to Assume Operations of Cascade Locks Cable Network dated December 6, 2013, pursuant to which the parties outlined the transfer of the City's cable network operation to GorgeNet.
- B.** The City's cable network operation consists of a cable television service and internet service, both of which are provided over a coaxial cable system using equipment and facilities owned by the City. A list of the equipment and facilities is attached as **Exhibit A** to this Agreement. The facilities are referred to in this Agreement as the Head End Building.
- C.** The City and GorgeNet have negotiated this Agreement pursuant to which the City will transfer and GorgeNet will assume operations of the City's cable network operation in two phases. The first phase ("Phase One") involves a lease of the internet system and equipment to GorgeNet ("Interim Cable Network Lease") pursuant to which GorgeNet will provide internet service to the City, GorgeNet will assume of responsibility for all administrative aspects of the cable network operation (internet and cable TV services), but the City will retain responsibility for cable programming costs and rights to cable service revenue. The parties intend that Phase One will start as soon as reasonably practical for the City and GorgeNet to implement the elements of the Interim Cable Network Lease described in Section 1 below, no later than 60 days after this Agreement is executed by both parties.
- D.** The second phase ("Phase Two") involves the parties negotiating and entering into (a) a franchise agreement pursuant to which the City will grant GorgeNet the rights to provide cable internet services to the City; (b) a lease agreement pursuant to which the City will lease GorgeNet any facilities and equipment listed in Exhibit A needed by GorgeNet to provide the cable internet services; and (c) a pole attachment agreement with the City's electric utility. The parties intend that the Phase Two agreements be negotiated, drafted, approved and

ready for signature as soon as possible but no later than 180 Days after agreement is executed..

**E.** As part of this Agreement, GorgeNet has agreed to invest in the cable network system to convert part or all of it to a fiber optic system (also referred as the fiber plant upgrade). A portion of the funding for this investment will come from reimbursed franchise fees and a portion of the funding will come from GorgeNet directly. GorgeNet's investment and the franchise fee credit will be addressed in the franchise agreement referenced in Recital (C) above.

NOW, THEREFORE, in consideration of the mutual promises of the parties, the parties agree as follows:

**SECTION 1. INTERIM CABLE NETWORK LEASE.** Upon execution of this Agreement by both parties or at a mutually agreed upon date not later than 60 days after this Agreement is executed by both parties ("Start Date"), GorgeNet will assume sole and complete responsibility for the City's internet service operations and sole and complete responsibility for customer and technical support for the cable service, as specified below.

**A. GorgeNet's Responsibilities.** On the Start Date, GorgeNet shall assume sole and complete responsibility for the following:

1. Providing internet service to the City's existing customers and any new customers.
2. Billing and collections for internet and cable service customers.
3. Technical support, maintenance, repair, and upgrade of all internet and cable facilities and equipment listed in subsection (C) below.
4. Customer support for internet and cable service customers.
5. Monthly remittance of all cable TV service revenues to the City with a complete and detailed accounting. The remittance is due on the 15<sup>th</sup> day of the month following the month in which the revenues are received. This subsection also applies to internet service revenues for services delivered before the Start Date, but which may be billed after the Start Date.

**B. City's Responsibilities.**

1. Continue to provide cable TV service to the City's existing customers and any new customers.

2. Continue to pay all programming costs under existing programming contracts. The existing programming contracts are listed in the attached **Exhibit B**.

**C. Equipment and Facilities Included.** The equipment and facilities covered by the Interim Cable Network Lease are those listed in Exhibit A. Any taxes levied against the equipment and facilities as a result of GorgeNet's use or occupation of them, or by reason of this Agreement, will be GorgeNet's responsibility. The City may pay the taxes assessed and invoice GorgeNet. Payment will be due within 30 days of the date of the invoice.

**D. Training Support.** Beginning on the Start Date of the Interim Cable Network Lease and until the date specified in the Phase Two agreements, the City will provide facility and field training support for GorgeNet staff using City staff. Training will include performance of customer installs, routine troubleshooting and maintenance for all equipment and facilities listed in Exhibit A. The training support will be provided at no cost to GorgeNet through the period specified in the Phase Two agreements, after which, GorgeNet shall pay the City at an agreed upon hourly rate for City staff provided training or technical support.

**E. Lease Term.** The term of the Interim Cable Network Lease begins on the Start Date and will expire on the commencement date of the agreements contemplated by Phase Two as referenced in Recital (C) above. The parties agree to prorate the programming costs paid by the City under Section B(2)(b) above upon the expiration of the Interim Cable Network Lease.

**F. Lease Price.**

1. Beginning on the date specified in the Phase Two agreements, GorgeNet shall pay the City a fixed lease rate of \$100 per month for the use of the Head End Building. Payment will be due and payable on the 15<sup>th</sup> day of each month and may be included with remittance of the cable service revenues.

2. Beginning on the date specified in the Phase Two agreements, GorgeNet shall reimburse the City the electric service charges associated with GorgeNet's use of the Head End Building. The City will bill GorgeNet monthly and payment will be due by the 15<sup>th</sup> of the following month.

**G. Default of Payment.** GorgeNet shall be considered in default of this Agreement if GorgeNet fails to make the monthly lease payment, cable, or internet revenue payment when due and the failure continues for 10 days after the City notifies GorgeNet in writing of the failure.

**H. Use of Equipment and Facilities.** GorgeNet understands and agrees that its use of the Head End Building is non-exclusive. The City retains the right to enter the facilities without notice at any time. For purposes of maintenance, repair, or upgrade, GorgeNet may remove or install equipment in the Head End Building at GorgeNet's expense with prior written approval from the City. GorgeNet may remove, install, upgrade, repair and perform maintenance on the equipment listed in Exhibit A at GorgeNet's expense with prior written approval from the City. GorgeNet may not make alterations to the Head End Building without the City's approval. In all cases, the City will not withhold approval unreasonably. In addition to the foregoing, GorgeNet shall:

1. Keep the leased equipment and facilities in as good condition as it was as of the Start Date, reasonable wear and tear excepted.
2. Properly dispose of waste in a clean and sanitary manner.
3. Properly use all fixtures and equipment.
4. Not permit any nuisance or waste.
5. Not allow or permit any lien or encumbrance to be attached to the equipment or facilities.

**SECTION 2. PHASE TWO AGREEMENTS.** During the term of the Interim Cable Network Lease, the parties will negotiate and enter into (a) a franchise agreement pursuant to which the City will grant GorgeNet the right to provide internet cable network services to the City; (b) a lease agreement pursuant to which the City will lease GorgeNet space in the Head End Building to GorgeNet needed to provide the cable internet service; and (c) a pole attachment agreement with the City's electric utility. Each of these agreements is subject to approval by the City Council. In addition, during the term of the Interim Cable Network Lease, the City will surplus the equipment listed on Exhibit A and transfer ownership to GorgeNet via a bill of sale. The consideration for the equipment will be \$1.00. It is contemplated by the parties that the parties will enter into these Phase Two agreements simultaneously and that each will have the same commencement date.

**A. Franchise Agreement.**

1. The franchise agreement will include provisions addressing the franchise fee, franchise fee credit, and GorgeNet's investment in the fiber plant upgrade as specified in the 3<sup>rd</sup> paragraph of the parties' Letter of Intent.

2. The franchise fee will not cover pole attachments or lease of equipment and facilities listed in Exhibit A.

3. If the annual accounting show that GorgeNet did not invest an amount equal to 200% of the total franchise fee due for the year, then GorgeNet shall be required to pay 100% of the amount of franchise fees that would have been due and payable for that year to the City and the City's obligation to reimburse franchise fees to GorgeNet shall be revoked. Investments by GorgeNet in excess of the total annual franchise fee shall be carried forward and measured as investments against franchise fees for subsequent years. For example, if GorgeNet invests \$50,000 in 2015, and total franchise fees for 2015 are \$10,000, GorgeNet will carry forward a credit equal to \$30,000 ( $\$50,000 - (200\% \times \$10,000) = \$30,000$ ) as investment in years 2016 and thereafter.

4. Training support for the cable service equipment and facilities will be provided to GorgeNet by City staff at no cost to GorgeNet during the term of the Interim Cable Network Lease Agreement. Thereafter, GorgeNet will be required to pay for City staff support at an agreed upon hourly rate.

5. The franchise agreement shall include a provision requiring GorgeNet to ensure that a public access channel is available. At a minimum it must permit the live broadcasting of meetings at City Hall.

6. The franchise agreement shall include provisions establishing reasonable service standards for internet and television service, subject to any applicable federal limits. The standards shall include provision for a customer pay station or drop box located in City limits.

**B. Equipment and Facility Lease Agreement.** The Equipment and Facility Lease Agreement will include any existing City owned equipment and Head End facilities necessary for GorgeNet to operate under the Franchise Agreement.

**C. Pole Attachment Agreement.** The Pole Attachment Agreement will be between GorgeNet and the City's electric utility, City Power & Light. The pole attachment rate will be the same rate charged to other entities, currently \$5.50 per pole per year for 222 poles.

### **SECTION 3. COVENANTS OF PARTIES**

**A. Conditions and Best Efforts.** The parties will use their best efforts to effectuate the transactions contemplated by this Agreement and to fulfill all the conditions of their respective obligations under this Agreement, and will do all acts and things as may be required to carry out their obligations and to consummate this Agreement.

**B. Confidential Information.** If for any reason the transactions contemplated by this Agreement are not consummated, each party will promptly return to the other and will not disclose to third parties any confidential information received from the other party in the course of undertaking any of the actions contemplated by this Agreement.

**C. Press Releases/Customer Notices.** GorgeNet will not make or provide any notice to customers, press release, or other public announcement concerning the transactions contemplated by this Agreement without the prior written consent of the City, which consent will not be unreasonably withheld; however, nothing in this section will prevent a party from supplying information or making statements as required by governmental authority or as necessary for a party to satisfy its legal obligations (prompt notice of which must in any such case be given to the other party).

#### **SECTION 4. GORGENET'S ACCEPTANCE**

GorgeNet represents and acknowledges that it has entered into this Agreement on the basis of its own examination, personal knowledge, and opinion of the value and condition of the City's cable network. GorgeNet has not relied on any representations made by the City other than those specified in writings supplied by the City to GorgeNet.

#### **SECTION 5. INDEMNIFICATION AND INSURANCE**

**A. City's Indemnification.** Subject to the limits of the Oregon Tort Claims Act, the City agrees to indemnify, defend, and hold GorgeNet, its successors, and assigns harmless from and against any and all claims, liabilities, obligations, costs, expenses, and reasonable attorney fees (collectively, "Damages") arising out of or related to:

1. Any liability or obligation arising out of or in connection with the ownership, use, condition, maintenance, or operation of the cable network system on or before the Start Date and not expressly assumed by GorgeNet in accordance with the terms of this Agreement or any of the agreements contemplated by this Agreement.

2. Any failure by the City to perform any covenant required to be performed by it pursuant to this Agreement;

**B. GorgeNet's Indemnification.** GorgeNet agrees to defend, indemnify, and hold harmless the City, its officers, agents, and employees, from and against all Damages arising out of or related to:

1. Any failure by GorgeNet to perform any covenant required to be performed by it pursuant to this Agreement;
2. Any liability or obligation of the City to any third party expressly assumed by GorgeNet in accordance with the terms of this Agreement or any of the agreements contemplated by this Agreement;
3. Beginning on the effective date of the Phase Two Agreements, any damages or penalties the City is legally obligated to pay arising out of copyright infringement for programming or content purchased or provided by GorgeNet; and
4. Any liability or obligation arising out of or in connection with the ownership, use, condition, maintenance, or operation of the cable network system after the Start Date and not expressly reserved by the City in accordance with the terms of this Agreement or any of the agreements contemplated by this Agreement.

**C. Insurance.** GorgeNet shall maintain in full force and effect during the term of this Agreement, at GorgeNet's expense, a comprehensive liability insurance policy naming the City as an additional insured and written by a company authorized to do business in Oregon, with combined single limits of not less than \$2,000,000. GorgeNet shall provide evidence of insurance in the form of a certificate of insurance to the City upon request.

**D. Survival.** The indemnity provisions of this Section 5 will survive the termination of this Agreement and the consummation of the agreements and transactions contemplated by this Agreement.

**E. Defense of Claim.** If any claim is asserted against a party that would give rise to a claim by that party against the other party for indemnification under the provisions of this Section 5, then the party to be indemnified will promptly give written notice to the indemnifying party concerning such claim and the indemnifying party will, at no expense to the indemnified party, defend the claim.

**F. City's Right to Pay.** If GorgeNet fails to make any payment of taxes, assessments, insurance premiums, or other charges that GorgeNet is required to pay to third parties under this Agreement, the City has the right, but not the obligation, to pay the same after providing GorgeNet a written notice of the City's intent to pay the same not less than ten days prior to paying the same. GorgeNet will reimburse the City for any such payment immediately on the City's demand, together with interest at the rate of 9% from the date of the City's payment until GorgeNet reimburses the City. Any such payment by the City will not constitute a

waiver by the City of any remedy available by reason of GorgeNet's default for failure to make the payments.

## **Section 6. Books and Records.**

**A. City Books and Records.** The City will retain all of its books and records of accounting for the cable network system and provide copies to GorgeNet upon request. GorgeNet shall treat as confidential any information that is not public record contained in the books and records and shall not disclose the same to any third parties during the term of this Agreement.

**B. GorgeNet Books and Records.** The City shall have the right, at its own expense and upon at least 10 business days prior to written notice, to inspect GorgeNet's books and records related to GorgeNet's operation of the cable network system during the term of this Agreement. To the extent protected and/or exempted by public records or other law, the City will not disclose to the public or GorgeNet's competitors any financial or commercial information in GorgeNet's books and records.

## **SECTION 7. TERMINATION.**

**A. Termination by GorgeNet.** GorgeNet may terminate this Agreement if the City breaches any of its obligations under this Agreement in any material respect.

**B. Termination by City.** The City may terminate this Agreement if:

1. GorgeNet breaches any of its obligations under this Agreement in any material respect;
2. GorgeNet becomes insolvent, unable or unwilling to pay its debts, or is adjudicated bankrupt.

**C. Termination by Both Parties.** Both parties may mutually agree to terminate this Agreement at any time.

**D. Notice.** If either the City or GorgeNet decides to terminate this Agreement pursuant to Section 7(A) or 7(B), the party desiring to terminate will promptly give written notice to the other party of its decision to terminate and explaining the reason. The party desiring to terminate must give the other party a 30 day opportunity to cure any alleged breach if requested by the other party. In the event of a termination of this Agreement, the parties to this Agreement will be released from all liabilities and obligations arising under this Agreement (other than those

described in Section 5(D)) with respect to the matters contemplated by this Agreement, other than for damages arising from a breach of this Agreement.

**E. Removal of Property.** Upon termination of this Agreement, GorgeNet shall promptly remove all of its personal property from City facilities, including any property declared surplus by the City and purchased by GorgeNet, unless otherwise agreed to by the parties. If GorgeNet fails to remove its property within 60 days of termination, GorgeNet agrees that all of its interests in the property will be forfeited to the City, and the City may seek recovery of its costs to remove the property in excess of the value thereof.

## **SECTION 8. MISCELLANEOUS PROVISIONS**

**A. Binding Effect.** This Agreement is binding on and inures to the benefit of the parties and their respective heirs, personal representatives, successors, and permitted assigns. By signing below, each signer represents that the execution, delivery and performance of this Agreement has been duly authorized and approved by the party on whose behalf the signer is signing, and that this Agreement constitutes a valid and binding agreement of each party in accordance with its terms.

**B. Assignment.** Neither this Agreement nor any of the rights, interests, or obligations under this Agreement may be assigned by any party without the prior written consent of the other party, which consent shall not be unreasonably withheld.

**C. No Third-Party Beneficiaries.** Nothing in this Agreement, express or implied, is intended or may be construed to confer on any person, other than the parties to this Agreement, any right, remedy, or claim under or with respect to this Agreement.

**D. Notices.** All notices and other communications under this Agreement must be in writing and will be deemed to have been given if delivered personally, sent by e-mail (with confirmation of receipt), mailed by certified mail, or delivered by an overnight delivery service (with confirmation) to the parties at the addresses first written above (or at such other address or facsimile number as a party may designate by like notice to the other parties). Any notice or other communication will be deemed to be given (a) on the date of personal delivery, (b) at the expiration of the 3<sup>rd</sup> day after the date of deposit in the United States mail, or (c) on the date of confirmed receipt by e-mail or overnight delivery service.

**E. Amendments.** This Agreement may be amended only by an instrument in writing executed by both parties, which writing must refer to this Agreement.

**F. Construction.** The captions used in this Agreement are provided for convenience only and will not affect the meaning or interpretation of any provision of this Agreement. All references in this Agreement to "Section" or "Sections" without additional identification refer to the Section or Sections of this Agreement. All words used in this Agreement will be construed to be of such gender or number as the circumstances require. Whenever the words "include" or "including" are used in this Agreement, they will be deemed to be followed by the words "without limitation."

**G. Counterparts.** This Agreement may be executed in counterparts, each of which will be considered an original and all of which together will constitute one and the same agreement.

**H. Facsimile Signatures.** Facsimile transmission of any signed original document, and retransmission of any signed facsimile transmission, will be the same as delivery of an original. At the request of any party, the parties will confirm facsimile transmitted signatures by signing an original document.

**I. Further Assurances.** Each party agrees to execute and deliver such other documents and to do and perform such other acts and things as any other party may reasonably request to carry out the intent and accomplish the purposes of this Agreement.

**J. Waiver.** Any provision or condition of this Agreement may be waived at any time, in writing, by the party entitled to the benefit of such provision or condition. Waiver of any breach of any provision will not be a waiver of any succeeding breach of the provision or a waiver of the provision itself or any other provision.

**K. Governing Law.** This Agreement will be governed by and construed in accordance with the laws of the state of Oregon, without regard to conflict-of-laws principles.

**L. Attorney Fees.** If any arbitration, suit, or action is instituted to interpret or enforce the provisions of this Agreement, to rescind this Agreement, or otherwise with respect to the subject matter of this Agreement, the party prevailing on an issue will be entitled to recover with respect to such issue, in addition to costs, reasonable attorney fees incurred in the preparation, prosecution, or defense of such arbitration, suit, or action as determined by the arbitrator or trial court, and, if any appeal is taken from such decision, reasonable attorney fees as determined on appeal.

**M. Injunctive and Other Equitable Relief.** The parties agree that the remedy at law for any breach or threatened breach by a party may, by its nature, be

inadequate, and that in addition to damages, the other parties will be entitled to a restraining order, temporary and permanent injunctive relief, specific performance, and other appropriate equitable relief, without showing or proving that any monetary damage has been sustained.

**N. Venue.** Any action or proceeding seeking to enforce any provision of this Agreement or based on any right arising out of this Agreement must be brought against any of the parties in Hood River County Circuit Court of the State of Oregon or, subject to applicable jurisdictional requirements, in the United States District Court for the District of Oregon, and each of the parties consents to the jurisdiction of such courts (and of the appropriate appellate courts) in any such action or proceeding and waives any objection to such venue.

**O. Exhibits and Recital.** The exhibits and recitals referenced in this Agreement are part of this Agreement as if fully set forth in this Agreement.

**P. Severability.** If any provision of this Agreement is deemed to be invalid or unenforceable in any respect for any reason, the validity and enforceability of such provision in any other respect and of the remaining provisions of this Agreement will not be impaired in any way.

**Q. Entire Agreement.** This Agreement (including the documents and instruments referred to in this Agreement) constitutes the entire agreement and understanding of the parties with respect to the subject matter of this Agreement and supersedes all prior understandings and agreements, whether written or oral, among the parties with respect to such subject matter.

CITY

GORGENET

\_\_\_\_\_  
By: Tom Cramblett, Mayor

\_\_\_\_\_  
By: Dan Bubb, President

# CITY of CASCADE LOCKS

## *Minutes*

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TOURISM COMMITTEE MEETING, Monday, May 5, 2014, 7:00 PM, City Council Chambers

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1. **Call Meeting to Order & Roll Call** – The meeting was called to order at 7:03pm. TM Miller, TM Fine, TM Lorang, TM Baseman, TM Lipps and TC Carron were present. RARE Rebecca Sergeant, Jason Waicunas, Holly Howell, Norm Bourque, Jason Sergeant, and Mary Sergeant were also present.
2. **New Committee Member Introduction and Welcome:** Chase Lorang

--- Kayla Carron resigns and exits, and TM Fine takes over leading the meeting as Vice Chairperson ---

3. **Amendments to the Agenda** – Added: discussion of compensation to brochure distributor, and an ad buy in Sail the Gorge Magazine.
4. **Comments by the General Public** – Jason Waicunas, organizer of Pacific Crest Trail Days, gave a summary of this year's 8<sup>th</sup> annual event coming up September 5<sup>th</sup>-7<sup>th</sup> 2014 in Marine Park. The event has some major sponsors on board this year that will set up the attendance to double or even quadruple. He asked the Committee to consider being a sponsor or to support the event in whatever capacity possible, and the Committee is welcome to set up a 10x10 booth with other exhibitors.
5. **Discussion/Declaration of Potential Conflicts of Interest** – None
6. **Approval of Minutes Presented:** March 11, April 7, and April 10 2014
  - Motion:** TM Lipps motioned, seconded by TM Miller, to approve the March 11<sup>th</sup> 2014 meeting minutes. The motion passed unanimously.
  - Motion:** TM Lipps motioned, seconded by TM Miller, to approve the April 7<sup>th</sup> 2014 meeting minutes. The motion passed unanimously.
  - Motion:** TM Lipps motioned, seconded by TM Miller, to approve the April 10<sup>th</sup> 2014 meeting minutes with one grammatical correction as described by TM Miller. The motion passed unanimously.
7. **Tourism Committee Fund Review & Approval, ending March 31, 2014:** Tabled. An extra meeting will be scheduled to accommodate this item.
8. **Approval of Bills** –
  - Motion:** TM Lipps motioned, seconded by TM Baseman, to reimburse TM Miller in the amount of \$20 for two admissions to the Online Marketing class attended on April 15<sup>th</sup> in Stevenson, WA. The motion passed unanimously.
  - Motion:** TM Lipps motioned, seconded by TM Lorang, to pay Millius Estate Services in the amount of \$200 for the four hours of appraisal services performed on April 26<sup>th</sup> at the Locks Café in Cascade Locks. The motion passed unanimously.

## 9. Old Business:

- A. Report from Governor's Conference on Tourism (Rebecca & TM Lipps)** – The two attendees split up to experience as many workshops as possible. Conversations had at the conference revealed that Cascade Locks is well-positioned and getting on the state's radar, particularly with cycling. The benefits of aligning our marketing efforts with Travel Oregon's well-funded (multi-million dollar) campaigns are clear. Requested direct access to the ORB (Travel Oregon's new tourism data warehouse). The ORB can replace the Google calendar we currently have embedded on cascadelocks.net, while simultaneously being connected to the Travel Oregon website. The message expressed by "a rising tide lifts all boats" puts things in perspective; we need to work in a regional context and be part of a greater conversation.
- B. Report from Online Marketing Workshop (Rebecca & TM Miller)** – Online marketing can be very cost effective if we know what we're doing with it. Getting videos onto the website is something to prioritize. Search engine optimization is something that RARE Rebecca is already working on. Two people from Cascade Locks Ale House also participated in this workshop.
- C. Garage Sale Days Wrap Up Discussion** – Appraiser show was successful, plan to repeat next year with even more communication and marketing. Continue to focus on increasing overnight stays with this event.
- D. Bike Racks** – Hood River News has interviewed TM Lipps about the program for an article about it. Thanks to Holly Howell for sending out an amazing press release. Racks are in production right now. Tourism paid for 30 racks, and the Port paid for 10. Next step is to visit every business in town to sign them up and collect the final fraction of the cost. To do this a form will need to be created with all of the program information on it for sign-up. Holly Howell pointed out that this project and partnership could set an example for how more projects can happen, such as banners for lampposts.
- E. Ad for Multnomah Falls Kiosk** – A new designer is needed, as Kayla Carron is not available. Ultimately a request for proposal will need to be put out for design. This project is small enough that finding another volunteer designer may suffice in the meantime. Also, this might be an opportunity to utilize some Travel Oregon marketing materials.
- F. Northwest Trail Alliance Project for EasyCLIMB Picnic Shelter** – Tabled. No application for funding has been received.
- G. Brochure Distributor** – More information needed.

**Consensus:** Need a list of delivery locations and the cost breakdown to be able to make an informed decision about appropriate compensation for brochure distributor.

## 10. New Business:

- A. Sternwheeler Days/Ducky Derby** – Discussion centered around whether or not the committee is capable of carrying out this event this year, given that the two members who spearheaded the event last year are no longer involved. All prizes had been donated by Multnomah Falls Gift Shop, and all-day pre-sale of duckies the previous weekend at the MHCC Strawberry Short Course Festival was critical. RARE Rebecca will create an outline of the event, based on how it occurred last year, to help the committee make a decision at the next meeting.

The Sternwheeler Days planning group is expecting the Tourism Committee to assist in advertising this June's Sternwheeler Days event. More information is needed. RARE Rebecca will inquire about the status of the application for tourism funding and whether they plan to submit it.

- B. Scenic Bikeways** – The Historic Highway State Trail will be considered for Scenic Bikeway status in a few years when the trail is completely connected.
- C. Fall Foliage Tour/Fall Festival** – Tabled.
- D. Contract Worker for Committee** – Need to set up a job description. Ideally, avoid a gap between the RARE term (ending July 31<sup>st</sup> 2014) and the new contract worker role. Emphasis of the contract would be to maintain some of the projects, services and tasks initiated by the RARE participant. Timing the contract worker appropriately would enable a smooth transition. The upcoming budget proposes the same \$20,000 as has been required to support a RARE AmeriCorps volunteer each of the past two years. This allocation is pending approval by the budget committee.
- E. Ad Buy: Sail the Gorge Magazine** –  
**Consensus:** The Tourism Committee will not pay for an ad in Sail the Gorge Magazine.

**11. RARE Report: Rebecca** - The May 2014 Flash Report was passed out to committee members who may not have already seen it. Aside from everything the agenda has already covered, the Wayfinding Signage Grant implementation has been slow because of other urgent projects such as Garage Sale Days. Rebecca will bring some progress to share and discuss at the next meeting.

## **12. Tourism Committee Member Reports & Events**

- A. Carron** – N/A
- B. Fine** – none
- C. Baseman** – Thanks for everyone’s hard work, and Marie’s exceptional effort with the Appraiser Show during Garage Sale Days.
- D. Shelley** – Recently returned from Pacific Crest Trail Kickoff in San Diego. Over one thousand permits were issued this year for long distance hikers, and we can expect to see maybe half of them travel through Cascade Locks. Businesses should roll out the red carpet to the hikers, especially since they only have their feet for transportation and they stay several days spending money.
- E. Lipps** – Started tweeting with the Cascade Locks Twitter account at the Governor’s Conference. Need to better utilize these free social media resources.
- F. Miller** – Perhaps the committee should put out another newsletter for the summer. Or maybe press releases are effective?
- G. Lorang** – none

## **13. Adjournment** –

**Motion:** TM Lipps motioned, seconded by TM Lorang, to adjourn the meeting at 10:10pm. The motion passed unanimously.

MATTHEW T. ENGLISH  
SHERIFF

BRIAN ROCKETT  
CHIEF DEPUTY



MARITA HADDAN  
911 COMMANDER

TERRY L. BRIGHT  
CHIEF CIVIL DEPUTY

JERRY KEITH  
EXECUTIVE ASSISTANT

## CASCADE LOCKS MONTHLY REPORT

April 2014

1. **TOTAL CALLS FOR SERVICE: 222** (Includes follow-ups, Officer initiated, agency assist, ect.)
2. **TOTAL PRIORITY CALLS: 14**
3. **TOTAL CRIMES/CALLS AGAINST FAMILIES: 2**
4. **TOTAL CASE NUMBERS ISSUED: 18**
5. **TRAFFIC STOPS: 67**
6. **TOTAL ANIMAL CONTROL CALLS/CITATIONS: 8**

Additional Investigative Support: Deputy Stefanini, Deputy Carmody, Sgt. Flem, Deputy Lerch, Deputy Cozad and Sgt. Hughes. Case numbers include: S140304, S140305, S140310, S140323, S140324, S140331, S140350, S140356, S140370, S140376, S140377, S140383, S140382, S140389, S140397, S140403, S140417 and S140413.

Deputy Harvey worked 109.76 hours within the City of Cascade Locks. Hood River County Sheriff's Office Personnel worked an additional 83.66 hours within the City of Cascade Locks, (Sgt.Castaneda, Deputy Carmody, Deputy Anderson, Deputy Stefanini, Deputy Smith, Sgt. Flem, Reserve Deputy Pivarunas, Deputy Cozad, Det. R. Princehouse, Sheriff English, Chief Deputy Rockett, Reserve Sgt. Renault, Deputy Lerch, Reserve Deputy Linker and Sgt.Hughes.

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

Brian Rockett  
Chief Deputy