

# CITY of CASCADE LOCKS

## AGENDA

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### CITY COUNCIL MEETING, Monday, June 11, 2018, 7:00 PM, CITY HALL

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

1. **Call to Order/Pledge of Allegiance/Roll Call.**
  - a. **HAPPY 83<sup>RD</sup> BIRTHDAY CITY OF CASCADE LOCKS (cake and punch will be served).**
2. **Additions or amendments to the Agenda.** (The Mayor may add items to the agenda after it is printed and distributed only when required by business necessity and only after an explanation has been given. The addition of agenda items after the agenda has been printed is otherwise discouraged.)
3. **Adoption of Consent Agenda.** (Consent Agenda may be approved in its entirety in a single motion. Items are considered to be routine. Any Councilor may make a motion to remove any item from the Consent Agenda for individual discussion.)
  - a. **Approval of May 14, 2018 Minutes.**
  - b. **Ratification of the Bills in the Amount of \$1,057,582.43.**
  - c. **Approve Thunder Island Brewery OLCC Special Event Brewery Application for August 11, 2018.**
  - d. **Approve Thunder Island Brewery OLCC Special Event Brewery Application for August 17 and 18, 2018.**
  - e. **Approve Personal Services Contract for Tourism Support Staff**
  - f. **Approve Personal Services Contract, Amendment No. 2, for City Attorney Services.**
4. **Public Hearings:**
  - a. **7:00PM Proposed Uses for State Revenue Sharing.**
  - b. **7:00PM Budget.**
5. **Action Items:**
  - a. **Appointment to Committees.** Review applications for Catherine Adler and Donna Gaudreault to Planning Commission.
  - b. **Adopt Resolution No. 1396, Declaring the City's Election to Receive State Revenues.**
  - c. **Adopt Resolution No. 1397, Approve Municipal Corporate Budget for FY 2018-2019, making appropriations, authorizing expenditures and levying taxes.**
  - d. **Adopt Resolution No. 1398 A Resolution Authorizing the Payback of an Inter-Fund Loan from the Emergency Services Fund Operating contingency in the Amount of \$20,000 to the General Fund Operating Contingency.**
  - e. **Adopt Ordinance No. 446 Community Development Code Amendments.**
  - f. **Adopt Ordinance No. 447 Vacating Johnson Street.**
  - g. **Adopt Ordinance No. 448 Establishing Regulations for Short Term Rentals.**
6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** (Comments on matters not on the agenda or previously discussed.)
7. **Reports and Presentations.**
  - a. **City Committees.**
  - b. **City Administrator Zimmerman Report.**
8. **Mayor and City Council Comments.**
9. **Other matters.**
10. **Executive Session per ORS 192.660.**
11. **Adjournment.**

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



1. **Call to Order/Pledge of Allegiance/Roll Call.** Mayor Cramblett called the meeting to order at 7:00 PM. CM's Walker, Busdieker, Randall, Zerfing, and Mayor Cramblett were present. CM Groves was excused. CM Fitzpatrick was present via phone. Also present were CA Zimmerman, City Recorder Kathy Woosley, Deputy Recorder Marilyn Place, Department of Land and Conservation Representative Laura Buhl and Scot Siegal from Siegel Planning Services, Brenda Wood, Butch Miller and Camera Operator Betty Rush.

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

3. **Adoption of Consent Agenda.**

a. **Approval of April 9, 2018 Minutes.**

b. **Ratification of the Bills in the Amount of \$ 297,566.24. Motion:** CM Walker moved to approve the consent agenda, CM Busdieker seconded. The motion passed unanimously by CM's Busdieker, Fitzpatrick, Randall, Walker, Zerfing and Mayor Cramblett.

4. **Public Hearing:**

a. **Johnson Street Vacation.** Mayor Cramblett opened the hearing at 7:05 PM. CM Fitzpatrick abstained from making any comments or decision for the Public Hearing.

CA Zimmerman said a request has been submitted by Virginia and Bruce Fitzpatrick to have the City Vacate Johnson Street. CA Zimmerman said City Attorney Ruben Cleaveland was satisfied with the description of the Johnson Street Vacation. He said City Council has the right to say yes, to vacate the street or no, to not vacate the street.

CA Zimmerman said we received an email from Hood River County Surveyor Brad Cross stating the vacated portion of Johnson Street should only go to the adjacent lots on the north side of Johnson Street. CA Zimmerman said in the email Mr. Cross said he was concerned that the School property to the south may be restricted if the extension of Benson Street is vacated because the School would lose a lot of frontage on a public street.

CR Kathy Woosley said Mr. Cross would be contacting the School to find out if they had any issues regarding the Johnson Street Vacation. She said the School was aware and received notice for the request to Vacate Johnson Street. She said the School was under the same impression as the City which is when a Street Vacation is done each side of said street gets half. CR Woosley said, however, because that street was part of a subdivision the School would not be getting half.

CM Busdieker asked if the HRC Surveyor knew that Johnson Street isn't an actual street. CR Woosley said she didn't know whether or not the HRC Surveyor came to look at the property to make that determination.

Mayor Cramblett said if the School does not have a claim to the vacated property does that mean the homeowner that does have claim gets the entire property. CR Woosley said yes, for the length of their property that is adjacent to the vacated street. Mayor Cramblett asked how the decision is made on how the vacation comes about. CR Woosley said the state makes the decision per the state statute.

CR Woosley said originally Johnson Street was a part of a subdivision and not any part of the currently owned School property, so only the property owners to the north will benefit from the Street Vacation. She said if anyone wanted to oppose the Street Vacation they should have attended the public hearing. She reported many notices were posted for the vacation.

CA Zimmerman said the Street Vacation will not result in additional expense for the City of Cascade Locks. He said the applicants will be required to provide unannounced and unencumbered access to the City's utility lines that run through that area.

Citizen Butch Miller asked what compensation the City would get out of the Street Vacation. CA Zimmerman said when you do a street vacation there is no compensation, only the right of way for the utilities.

Mayor Cramblett closed the hearing at 7:17 PM.

CA Zimmerman asked for any objections to the position that the City proceed with the Johnson Street Vacation with the consent of owners and knowing the public's interest will not be injured in the vacation. There was consensus of Council to proceed with the Vacation of Johnson Street.

**b. CDC Amendments.** Mayor Cramblett opened the hearing at 7:18 PM. Scot Siegel with Siegel Planning Services said the information being reviewed by the Council is the Planning Commission's recommendations for amendments to the Community Development Code which began in 2015. He said the scope of the project was not to modify the Comprehensive Plan but to comply with the applicable goals, policies and implementation strategies of the Comprehensive Plan. He said the focus for the amendments was to look for ways to broaden the housing opportunities, downtown revitalization, ensuring adequate infrastructure and day to day code administration. He said the Planning Commission met several times and has had a Public Hearing to address the changes. He said they focused on four areas, the first being housing and looking for opportunities within the community and the limited land supply. He said the second area was effectiveness for economic development and making sure the Code is in alignment with that vision. He said the third focus was infrastructure and ensuring the transportation system plan implemented be cohesive with development. He said the fourth area of focus was to work with the Planning Commission to recommend amendments for development applications and permits to have a clear criteria in the Code that ensures the City have control over the process.

Mr. Siegel said the packet contained Ordinance No. 446 to move the plan forward and the Code amendments were in there as well. He said the process also added Chapters to the Code to allow appropriate places for higher density and accommodate growth within the existing Urban Growth Boundary (UGB) while maintaining a high quality of life. Mr. Siegel said the Port also contributed to the recommendations to the recreational commercial zones. He said other areas of focus for the Code is infrastructure and transportation, and to make sure those things are correctly implemented when doing development for subdivisions or commercial sites. Mr. Siegel said Ordinance No. 446 includes the proposals to the City Council to move forward in approving the amendments and the next step is to conduct a public hearing. There was no public testimony. Mayor Cramblett closed the hearing at 7:26 PM.

CM Walker asked how much of the amendments are new. CA Zimmerman said the new text is identified by being underlined and in bold type and the sections that are being deleted are in strike out. CM Walker asked if the PC recommended the changes. Mr. Siegel stated several meetings were scheduled specifically to work on the CDC.

CM Walker said in Section B2 of the Code amendments it says, "The City shall provide sufficient quantities of appropriately located and zoned land for new businesses in the community." CM Walker asked what is meant by that. Mr. Siegel said that portion of the Code amendment is addressing the amount of land already zoned for commercial and industrial use to address the economic changes. He said the focus there was to make sure the downtown development plan and the Ports current development plans can be accomplished.

CM Walker said it seemed the wording for that particular part of the amendment, "The City shall" is making it sound like the City has to provide this land. He asked how that would happen. Mr. Siegel said the City's only function in that part of the amendment is to adhere to the zoning already in place. He added and to keep in mind the aspiration goals and making the best use of the land the City has. CM Walker asked best for whom, investors, speculators, residents or Council. Mr. Siegel said it would be

best for the community and reading further in the same section it says the City will coordinate efforts with the Port to implement the Ports Master Plan for the industrial Park and Government Rock. He said there is acknowledgment in that context that the City and the Port are partners in trying to achieve family wage jobs.

CM Walker asked what constitutes a family wage job. Mr. Siegel said the factors are based on cost of living, economic strategies and household size. CA Zimmerman said the State actually defines what the lower, moderate income is in our area and it also defines the median income and compares it to the States median income. He said the closer we get to the States median income the closer we are to family wage jobs. CA Zimmerman said our median income is \$40,000 annually and the States is \$52,000 annually but that will change in 2022. Mr. Siegel said what the Code is really looking at is allowing a wide spectrum of commercial land opportunities and employment bases to create family wage jobs.

**5. Action Items:**

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

b. **Approve Ordinance No. 446 Amending the Community Development Code as Adopted By Ordinance No. 350, By Amending and Adding Chapters. Motion:** CM Busdieker moved to approve Ordinance No. 446, CM Randall seconded. The motion passed unanimously by CM's Busdieker, Fitzpatrick, Randall, Walker, Zerfing and Mayor Cramblett.

Mayor Cramblett asked if the Code addresses the maximum roof height of thirty five feet as it pertains to emergency services. CA Zimmerman said the City has a thirty five foot height limit and multi-unit structures must have sprinklers as required by the building codes.

c. **Approve Ordinance No. 447 Vacating Johnson Street and Providing For the Vesting of Title. Motion:** CM Busdieker moved to approve Ordinance No. 447, CM Walker seconded. The motion passed unanimously by CM's Busdieker, Fitzpatrick, Randall, Walker, Zerfing and Mayor Cramblett

d. **Appoint Municipal Court Judge.** CA Zimmerman said we made a request that Hood River County allow Cascade Locks to have our Justice Court be our Municipal Court. He said HRC is currently not taking on any projects that don't have a return investment for them. He said City Attorney Ruben Cleaveland has recommended someone who could do a good job for the City and that is Mr. Garret Sharp.

CM Zerfing asked what the cost would be. CA Zimmerman said it's approximately \$250 per court appearance. He said we would conduct court on an as needed basis. He said it made sense to contract a judge to be available for the small amount of cases per year the City has. CM Fitzpatrick asked the length of the agreement. CA Zimmerman said it's generally a two year commitment. **Motion:** CM Busdieker moved to appoint Garret Sharp as Municipal Court Judge, CM Zerfing seconded. The motion passed unanimously by CM's Busdieker, Fitzpatrick, Randall, Walker, Zerfing and Mayor Cramblett.

**6. Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** None.

**7. Reports and Presentations.**

a. **City Committees.** None.

b. **City Administrator Zimmerman Report.** CA Zimmerman said the water line construction is in the final phases with the final paving and grinding continuing on WaNaPa this week. He said paving on Ruckel Street will begin next week. He said there have been unplanned water shut offs that residents have had to deal with. CA Zimmerman said phase two of the water project for the water tank has received approval to proceed.

CA Zimmerman said the next City Council meeting lands on Memorial Day, May 28, 2018. There was consensus of Council to cancel that meeting.

CA Zimmerman said we expect the final documents to be completed this week for the 1998 Sewer Bond Refinance. He said as a part of being refinanced the City has to be accessed for bond worthiness by Standard and Poor's. He said for private corporations the S&P's rating can dramatically affect the investment worthiness. He said the ratings range from AAA+ to D and he was pleased to announce the City of Cascade Locks' rating is A+, which is very good for a small community.

CA Zimmerman said we are down to 5 water meters in the public works inventory. He said we would like permission to get another 30. There was consensus of Council to approve the purchase of another 30 meters.

CA Zimmerman said the Ruckel Street sewer lift station has been operating on one pump for the last seven weeks and it's usually operating with two. He said pump number two is failing as well. He said we ordered a new pump which will be here this week. He said however, Stevenson has a lift station and both pumps are not operable and they use the same type as the ones we have ordered. He said Stevenson asked if they could use the one we ordered for their lift station. He said it will be another seven weeks before a replacement would come but we are asking the manufacturer if they could expedite the order since we would be ordering three at the same time, two for us and one for Stevenson. CA Zimmerman asked City Council if they would be willing to let Stevenson have the pump when it comes this week and we wait another seven weeks for ours. There was consensus of Council to let Stevenson have the pump that should be here this week.

CA Zimmerman said ODOT Director Matthew Garrett, and ODOT Region 1 Manager Rian -- Windsheimer, will be here on Friday at 1pm to sign the Memo of Understanding agreement which will repair or replace the handicap accessible ramps on WaNaPa and repave WaNaPa from Toll House Road to Forest Lane over the next 18 months. He asked if the Council would give Mayor Cramblett the authority to sign the MOU this evening so ODOT can take it with them on Friday when they come.

**Motion:** CM Zerfing moved to approve Mayor Cramblett the right to sign the Memo of Understanding, CM Busdieker seconded. CM Walker said he normally abstains from voting on anything ODOT related but he felt this time there was no personal gain or benefit to him so he would go ahead and vote. The motion passed unanimously by CM's Busdieker, Fitzpatrick, Randall, Walker, Zerfing and Mayor Cramblett.

CA Zimmerman said we have a request for an increase of power at the Smokey Mountain Logistics (SML) property. He said, however, we don't have the adequate wire capacity to get the power to that property as of now. He said before we can increase the power at SML we need to get the wire from the Pyramid Substation to Forest Lane, which would be the first piece of the project. CA Zimmerman said we have the materials and we've talked to a contractor, we just have to set the wire up and the cost estimate to do that is \$20,000 to \$25,000.

CM Busdieker said it was indicated to her that the bit coin traders, who had expressed interest earlier in the SML site and would need the increased power, had changed their minds. CA Zimmerman said Oregon Mines have renewed their interest and request. He said the second piece is to get the upgraded capacity out to SML which is about 3000 feet and the estimate for that is \$66,000. He said as long as we are upgrading the line that distance we should take a look at upgrading it all the way to Gravel Pit Road.

CM Walker asked what the reason for Oregon Mines was dropping out in the first place. CA Zimmerman said they dropped out because they were concerned that we could not supply the power to them. He said

then they came back and said they could participate in getting the power out there. CA Zimmerman said before we get the power out to them, we have to take it across the freeway from the Pyramid Substation.

CM Zerfing asked how many jobs will Oregon Mines bring to the area. CA Zimmerman said it's only four jobs. He said however, it is a lot of power consumption which translates to about 1.7 million dollars annually for the City's Electric Department.

CM Busdieker asked what Oregon Mines has planned to make their operations the most efficient it can be and possibly generate their own energy. She added because this type of operation requires an insane amount of energy. She said as we've been talking about being more resilient and efficient with our energy usage it's really irresponsible for us to even consider something like this. CM Walker said if we go forward with this what's to stop them from backing out and leaving us with the costs. CA Zimmerman said we have not begun negotiating with them because we haven't been able to let them know if we can get the power to them in their required time frame. He said once it's approved to bring the power from the Pyramid Substation to Forest Lane then we can map out the rest of the project perimeters. He said we will not proceed getting the power out to the SML location for Oregon Mines until we have money in hand from them. CM Walker asked if someone could explain what bit coin is. CM Busdieker said bit coin is basically virtual money and bit coin mining companies own huge banks of computer servers. She said when things go from one block chain to the next the computer does a tiny little map calculation. She said every map calculation the server does creates a transaction that results in crypto currency between the owners of the servers. CA Zimmerman said Oregon Mines has been operating in The Dalles since 2009. He said if they can generate that kind of income we have an opportunity to rebuild our reserves in our Electric Department. He said it's not just about jobs but also the income from them will help us keep our rates stable for the rest of the community. CM Fitzpatrick said if we do the upgrade out to the SML site the infrastructure will be there for the next company that comes along.

CA Zimmerman said this opportunity would allow us to extend the line elsewhere when we have the money to do it. He said we're about maxed out at the Herman Creek complex so if we're going to increase our capacity to support more industry we're going to have to take the increased capacity west to Gravel Pit Road. CA Zimmerman said 3.3 million Economic Development Agency grant funding is for buying the BPA substation and hardening the overhead lines between BPA and the Pyramid substation, adding equipment for more flexibility and undergrounding the power line from the Pyramid substation to and through the industrial park. CM Fitzpatrick said we have been after a big industrial customer since he has been on this Council and unless we get one the citizens are going to have to continue picking up the rate charges.

Mayor Cramblett said in 2028 BPA will require everyone to have a new contract with them. He said the odds are BPA will increase their rates. He said it would be important for Cascade Locks to have the ability to bring in industrial customers we can sell power to like Oregon Mines.

CM Zerfing said when the saw mill was running we had lower power rates because that mill used so much electricity. He said on the other hand he'd hate to see Oregon Mines use up all that electricity and only bring 4 jobs to our area when we could attract a business that would bring a lot more jobs to the area. CM Walker asked what the initial investment is. CA Zimmerman said \$20,000 to \$25,000 to hang the lines to Forest Lane, \$66,000 to \$75,000 that Oregon Mines would have to pay to get the power out to them and another \$60,000 to take it down to Gravel Pit Road which is not something we need to do right away. Mayor Cramblett said if the bit coin industry folds someone else is going to need that power anyway. CM Randall said when cities and municipalities try to accommodate businesses there's always a certain amount of risk involved.

CA Zimmerman said he needs direction on what Council would like him to do. He asked if the lines should be upgraded from Pyramid substation to Forest Lane for \$20,000. He asked if Council would like him to work with the Port on the recruitment of Oregon Mines so that they pay for the increased power they require out to the SML site.

CM Zerfing asked if Council could hear from Butch Miller who was sitting in the audience. Mr. Miller said the bit coin industry has lost over \$10,000 per coin since December, it's a very volatile market. CM Walker said he thinks the option should be tabled for now. CA Zimmerman said he understands the volatility of the market but if he wasn't allowed to negotiate with Oregon Mines then they will walk away and the City will lose it all.

CM Zerfing suggested the City move forward with the line out to Forest Lane and let CA Zimmerman negotiate with Oregon Mines to see what their terms are since we would have to vote on accepting them later anyway. **Motion:** CM Zerfing moved to give CA Zimmerman permission to negotiate with Oregon Mines, seconded by CM Randall. The motion passed five to one with CM's Randall, Walker, Zerfing, Fitzpatrick and Mayor Cramblett in favor and CM Busdieker opposing.

**8. Mayor and City Council Comments.** CM Fitzpatrick commented on the smooth paving downtown on WaNaPa and that Crestline had done an excellent job.

CM Zerfing said he appreciated everything that the staff does and the Council too.

CM Walker said he wanted to thank Field Maintenance Supervisor Sheldon Price and the water department for the work they did to fix a leak at his house. He said Sheldon dug it out quickly and efficiently and he was appreciative of the department's hard work.

CM Busdieker said thanks to the staff for getting stuff done.

Mayor Cramblett said he would like to come up with something that could honor all the volunteers from the past and possibly dedicate the Fire Hall to them. CA Zimmerman said he will look into coming up with something appropriate as a tribute.

**9. Other matters.** None

**10. Executive Session per ORS 192.660 (2) (d) Labor Negotiations.** City Council moved from regular session into Executive Session at 9:12PM. CM's Busdieker, Randall, Walker, Zerfing, Fitzpatrick and Mayor Cramblett were present. Also present were CA Zimmerman and Deputy Recorder Marilyn Place.

**11. Adjournment.** The meeting adjourned at 9:40 PM.

Prepared by  
Marilyn Place

APPROVED:

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Mayor Cramblett

BLANKET VOUCHER APPROVAL

PAGE NO. 1

DEPARTMENT: CITY OF CASCADE LOCKS  
COVER SHEET AND SUMMARY

DATE:	DESCRIPTION:	AMOUNT:
5/4/2018	AP	\$ 34,705.92
5/7/2018	AP	\$ 536,282.09
5/11/2018	PR	\$ 46,641.65
5/18/2018	AP	\$ 110,451.10
5/22/2018	AP	\$ 271,314.31
5/25/2018	PR	\$ 25,016.43
5/31/2018	AP	\$ 33,170.93

GRAND TOTAL \$ 1,057,582.43

APPROVAL:

\_\_\_\_\_  
Mayor



Report Criteria:

Report type: GL detail

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
9385	05/18	05/04/2018	70	50234503	ALTEC INDUSTRIES, INC.	Repair Boom on Bucket truck	5845163941	9,058.64
Total 9385:								
9386	05/18	05/04/2018	6966	01410018SE	American Messaging	Paging Service	5140562050	39.24
9386	05/18	05/04/2018	6966	01410018SE	American Messaging	Paging Service	5140662050	39.24
Total 9386:								
9387	05/18	05/04/2018	6820	64207	Anderson Perry & Associates Inc.	engineering 4/15/18	2141562025	1,888.92
9387	05/18	05/04/2018	6820	64208	Anderson Perry & Associates Inc.	Professional Services through 4/15/2018	3141562030	4,845.00
Total 9387:								
9388	05/18	05/04/2018	330	2007720-1	BENNETT PAPER & SUPPLY CO	Cleaner	0140462520	6,743.92
Total 9388:								
9389	05/18	05/04/2018	7034	848	Bernadette Murray-Macioco	Tourism Staff Support	0840562110	58.21
Total 9389:								
9390	05/18	05/04/2018	6839	82848647	Bound Tree Medical, LLC	Medication and supplies	0540562351	1,520.00
Total 9390:								
9391	05/18	05/04/2018	6900	V801523	BSK Associates	water testing	2140562150	386.72
Total 9391:								
9392	05/18	05/04/2018	6879	04302018CA	Cartomation, Inc.	GIS Service for City	5140562180	45.00
Total 9392:								
9393	05/18	05/04/2018	670	100001500 4	CASCADE LOCKS LIGHT CO.	fire station	0540562439	1,000.00
9393	05/18	05/04/2018	670	100003500 4	CASCADE LOCKS LIGHT CO.	res. no 2	2140562070	557.51
9393	05/18	05/04/2018	670	100030200 4	CASCADE LOCKS LIGHT CO.	Pump Lift Station	3140562070	40.53
Total 9393:								

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
9393	05/18	05/04/2018	670	100038200 4	CASCADE LOCKS LIGHT CO.	well house	2140562070	1,952.42
9393	05/18	05/04/2018	670	100379100 4	CASCADE LOCKS LIGHT CO.	treatment plant	3140562070	2,032.67
9393	05/18	05/04/2018	670	100381300 4	CASCADE LOCKS LIGHT CO.	Warehouse	2140562070	76.49
9393	05/18	05/04/2018	670	103742700 4	CASCADE LOCKS LIGHT CO.	Wasco Crk Lift Station	3140562070	236.12
9393	05/18	05/04/2018	670	200120000 4	CASCADE LOCKS LIGHT CO.	Cemetery Water	1740562551	115.98
9393	05/18	05/04/2018	670	300155100 4	CASCADE LOCKS LIGHT CO.	main lift station	3140562070	1,201.83
9393	05/18	05/04/2018	670	300155900 4	CASCADE LOCKS LIGHT CO.	museum	0140782630	255.67
9393	05/18	05/04/2018	670	300171800 4	CASCADE LOCKS LIGHT CO.	Mall Lighting	5140562800	52.43
9393	05/18	05/04/2018	670	300183900 4	CASCADE LOCKS LIGHT CO.	mooody lift station	2140562070	33.85
9393	05/18	05/04/2018	670	301961200 4	CASCADE LOCKS LIGHT CO.	Bike Path	0140162552	22.63
9393	05/18	05/04/2018	670	600135000 4	CASCADE LOCKS LIGHT CO.	City Hall Utilities	0140162552	1,362.72
9393	05/18	05/04/2018	670	600136900 4	CASCADE LOCKS LIGHT CO.	87 Ruckel	3140562070	48.82
9393	05/18	05/04/2018	670	600149800 4	CASCADE LOCKS LIGHT CO.	City Hall Irrigation	0140162552	173.71
9393	05/18	05/04/2018	670	601369800 4	CASCADE LOCKS LIGHT CO.	radio tower	0540562439	64.79
<b>Total 9393:</b>								
8,256.47								
9394	05/18	05/04/2018	790	313401451 A	CENTURYLINK	Treatment Plant	3140562050	119.61
9394	05/18	05/04/2018	790	314228414 A	CENTURYLINK	Lift Station	3140562050	103.60
9394	05/18	05/04/2018	790	320153997 A	CENTURYLINK	well house dialer	2140562050	9.42
<b>Total 9394:</b>								
232.63								
9395	05/18	05/04/2018	900	SS 043118	CITY OF CASCADE LOCKS	Senior Sewer Subsidy	0140862025	227.00
<b>Total 9395:</b>								
227.00								
9396	05/18	05/04/2018	1120	A189502	COLUMBIA HARDWARE, LLC	Flexogen Garden, tigger	0140462520	67.28
9396	05/18	05/04/2018	1120	B200569	COLUMBIA HARDWARE, LLC	propane	0140462520	6.43
9396	05/18	05/04/2018	1120	B200984	COLUMBIA HARDWARE, LLC	pvc pipe	2140562560	5.65
<b>Total 9396:</b>								
79.36								
9397	05/18	05/04/2018	6995	INV-1732	Columbia River Press	1/3 Page Color Ad	0840562114	1,326.00
<b>Total 9397:</b>								
1,326.00								
9398	05/18	05/04/2018	1370	460679	DAY WIRELESS SYSTEMS	program and replace atenna	0540562442	40.20

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 9398:								
9399	05/18	05/04/2018	6834	CR05032018	Debbie Fine	Govenors Tourism Conference	0840562020	40.20
Total 9399:								
9400	05/18	05/04/2018	1620	1883	EFFICIENCY SERVICES GROUP, LLC	BPA Program Services April 2018	5140562139	183.12
Total 9400:								
9401	05/18	05/04/2018	7014	852660	Life-Assist, Inc.	Medical Supplies	0540562351	750.00
Total 9401:								
9402	05/18	05/04/2018	4070	8040336	ONE CALL CONCEPTS, INC.	Regular Tickets	5140562110	192.20
Total 9402:								
9403	05/18	05/04/2018	6835	81497	Oregon Travel Experience	mult tails kiosk panel	0840562114	24.15
Total 9403:								
9404	05/18	05/04/2018	6769	04-18-520	PARC Resources, LLC	City Planning April 2018	0140262075	75.00
9404	05/18	05/04/2018	6769	04-18-520	PARC Resources, LLC	Planning Services	0140262090	387.00
Total 9404:								
9405	05/18	05/04/2018	7048	35763	Precision Graphics	Tourism Brochure	0840562114	536.78
Total 9405:								
9406	05/18	05/04/2018	5510	8049622540	STAPLES CONTRACT & COMMERCIAL	office supplies, paper, toner	0140162010	923.78
Total 9406:								
9407	05/18	05/04/2018	6640	04-13-10	WIND RIVER PUBLISHING	Best Western Guest Directory	0840562114	2,493.56
Total 9407:								

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
9408	05/18	05/04/2018	2450	41778	HOOD RIVER COUNTY	Record water project joint public utility an	2141562020	190.00
Total 9408:								
9409	05/18	05/07/2018	1280	CR05072018	CRESTLINE CONSTRUCTION	Waterline replacement.#3 payment	2141562020	536,282.09
Total 9409:								
9415	05/18	05/18/2018	7011	71007	Annala, Carey, Baker, Thompson, Vankot	Attorney Services for April 2018	0140162100	1,200.00
Total 9415:								
9416	05/18	05/18/2018	7034	850	Bernadette Murray-Maciocce	Tourism Staff Support	0840562110	1,501.00
Total 9416:								
9417	05/18	05/18/2018	370	69870	BIO-MED TESTING SERVICE	Pre-Employment Drug Screening Cally	0540562063	40.00
Total 9417:								
9418	05/18	05/18/2018	9834	19471	Bob Walker	Reimburse Plumbing Cost for city leak	2140562560	40.00
Total 9418:								
9419	05/18	05/16/2018	9839	82849979	Bound Tree Medical, LLC	Alway Kit	0540562351	210.00
Total 9419:								
9420	05/18	05/18/2018	9859	006695	Broad-Mill Co	Repair to PW truck	2140562441	73.26
9420	05/18	05/18/2018	9859	006695	Broad-Mill Co	Repair PW truck	3140562441	73.26
Total 9420:								
9421	05/18	05/18/2018	490	535097	BRYANT PIPE AND SUPPLY	PVC and couplers	2140562560	417.52
9421	05/18	05/18/2018	490	537210A	BRYANT PIPE AND SUPPLY	sprinkler parts	1740562520	91.80
9421	05/18	05/18/2018	490	537515A	BRYANT PIPE AND SUPPLY	Sprinkler Parts	1740562520	69.57
Total 9421:								
9422	05/18	05/18/2018	560	77015	C.M. & W.O. SHEPPARD	Predator D	0140462520	578.89
Total 9422:								
								51.12

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 9422:								
9423	05/18	05/18/2018	7059	T41706	Cascade Training Center	Heartsaver FA/CPR	0140162020	51.12
9423	05/18	05/18/2018	7059	T41706	Cascade Training Center	Heartsaver FA/CPR	2140562020	50.00
9423	05/18	05/18/2018	7059	T41706	Cascade Training Center	Heartsaver FA/CPR	3140562020	75.00
9423	05/18	05/18/2018	7059	T41706	Cascade Training Center	Heart Saver FA/CPR	5140562020	75.00
Total 9423:								
9424	05/18	05/18/2018	820	67213	CH2M HILL ENGINEERS INC.	Engineering Services	3140562700	350.00
Total 9424:								
9425	05/18	05/18/2018	1000	A18025	Coburn Electric	lift station repairs	2140562560	7,622.42
Total 9425:								
9426	05/18	05/18/2018	1120	B201291	COLUMBIA HARDWARE, LLC	Supplies	0140462115	11.10
9426	05/18	05/18/2018	1120	B202657	COLUMBIA HARDWARE, LLC	plugs	2140562560	16.48
Total 9426:								
9427	05/18	05/18/2018	1540	61158-04301	DMV SERVICES STATE OF OREGON	certified court print Jeffrey Dana	0540562110	3.00
9427	05/18	05/18/2018	1540	61158-04301	DMV SERVICES STATE OF OREGON	Driving Records Thomas Cally	0540562110	1.50
Total 9427:								
9428	05/18	05/18/2018	6785	0655261	Ferguson Enterprises Inc. #3011	Meter Boxes	2140562560	4.50
Total 9428:								
9429	05/18	05/18/2018	2020	1306713	GENERAL PACIFIC INC.	Underground wire supplies	5140562770	2,866.90
Total 9429:								
9430	05/18	05/18/2018	6854	MAY 2018	Gordon Zimmerman	CA Expense	0140162094	1,452.00
Total 9430:								

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
9431	05/18	05/18/2018	2420	DL050418	HOOD RIVER CO. - FINANCE	Dog License	0121011	23.00
9431	05/18	05/18/2018	2420	DL050418	HOOD RIVER CO. - FINANCE	Dog License	0130143280	1.00-
9431	05/18	05/18/2018	2420	DL05082018	HOOD RIVER CO. - FINANCE	Dog License	0121011	8.00
9431	05/18	05/18/2018	2420	DL05082018	HOOD RIVER CO. - FINANCE	Dog License	0130143280	.50-
9431	05/18	05/18/2018	2420	DL051518	HOOD RIVER CO. - FINANCE	Dog License	0121011	20.00
9431	05/18	05/18/2018	2420	DL051518	HOOD RIVER CO. - FINANCE	Dog License	0130143280	.50-
Total 9431:								
					HOOD RIVER COUNTY	Recording of easement	0140162870	49.00
9432	05/18	05/18/2018	2450	41797	HOOD RIVER COUNTY	Recording of easement	0140162870	200.00
Total 9432:								
9433	05/18	05/18/2018	2530	9757731	HOOD RIVER GARBAGE SVC.	drop box delivery, haul and fee 105 Hem	5140562870	200.00
Total 9433:								
9434	05/18	05/18/2018	2570	0004181010	HOOD RIVER NEWS	Notice of Public Hearing	0140162030	665.10
9434	05/18	05/18/2018	2570	0004181011	HOOD RIVER NEWS	Notice of Public Hearing	0140162030	665.10
Total 9434:								
9435	05/18	05/18/2018	6834	100895104	Kurt Wilhelm	Refund over payment of electrical bill	5130543810	48.00
Total 9435:								
9436	05/18	05/18/2018	3450	2018-01	MID-COLUMBIA COMM. ACTION COUN	FY 17-18 Admin Fees	5140562138	50.50
9436	05/18	05/18/2018	3450	CR2018-01	MID-COLUMBIA COMM. ACTION COUN	FY 17-18 Energy Assistance - CCLEP Pr	0140662027	720.00
9436	05/18	05/18/2018	3450	CR2018-01	MID-COLUMBIA COMM. ACTION COUN	FY 17-18 Energy Assistance - CCLEP Pr	5140562138	1,500.00
Total 9436:								
9437	05/18	05/18/2018	3820	23654770	Norco, INC	Cylinder Rental	0540562351	7,500.00
9437	05/18	05/18/2018	3820	23654770	Norco, INC	finance charge	0540562351	40.80
9437	05/18	05/18/2018	3820	23654770	Norco, INC	Cylinder Rental	0540562351	4.11
9437	05/18	05/18/2018	3820	23654770	Norco, INC	finance charge	0540562351	40.80- V
Total 9437:								
9438	05/18	05/18/2018	4020	ME122605	ODOT-FUEL SALES	Fuel - EMS	0540562420	4.11- V
Total 9438:								
								.00
								503.35

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
9438	05/18	05/18/2018	4020	ME122605	ODOT-FUEL SALES	Fuel - PW	2140562530	311.87
9438	05/18	05/18/2018	4020	ME122605	ODOT-FUEL SALES	Fuel - PW	3140562530	352.60
9438	05/18	05/18/2018	4020	ME122605	ODOT-FUEL SALES	Fuel - electrical	5140562200	351.50
Total 9438: 1,619.32								
9439	05/18	05/18/2018	4670	14002039	PORT OF CASCADE LOCKS	Bridge Tickets - EL	5140562200	40.00
Total 9439: 40.00								
9440	05/18	05/18/2018	6780	5058269406	Ricoh Americas Corporation	Copies	0140162110	141.57
Total 9440: 141.57								
9441	05/18	05/18/2018	4990	96995	RIVER'S EDGE TOWING	tow truck to HR for repair	2140562441	112.50
9441	05/18	05/18/2018	4990	96995	RIVER'S EDGE TOWING	tow truck to HR for repair	3140562441	112.50
Total 9441: 225.00								
9442	05/18	05/18/2018	5510	8049712869	STAPLES CONTRACT & COMMERCIAL	office supplies, toner	0140162010	133.93
Total 9442: 133.93								
9443	05/18	05/18/2018	7056	2018-11522	Statehood Media, LLC	Website Banner Ad	0840562114	100.00
Total 9443: 100.00								
9444	05/18	05/18/2018	6970	1568-118027	Suburban Propane	Propane fees surcharges	0540562421	19.11
9444	05/18	05/18/2018	6970	1568-118027	Suburban Propane	Propane fees surcharges	0540562421	19.11- V
Total 9444: .00								
9445	05/18	05/18/2018	6070	040720	TWGW, INC NAPA AUTO PARTS	lamp	0340562441	12.95
9445	05/18	05/18/2018	6070	041282	TWGW, INC NAPA AUTO PARTS	Glass Cleaner	0540562441	5.39
Total 9445: 18.34								
9446	05/18	05/18/2018	6370	INV12611	WAPTI AERIAL SERVICES	Inspections/Tests	5140563700	832.88
9446	05/18	05/18/2018	6370	INV12611	WAPTI AERIAL SERVICES	Inspections/Tests	5140563700	208.22

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 9446:								
9447	05/18	05/18/2018	6620	187789	WILLAMETTE WEEK	Tourism Ad	0840562114	1,041.10
Total 9447:								
9448	05/18	05/18/2018	7040	163	Yates Line Construction Company	Lineman - Chris White	5140562110	875.28
9448	05/18	05/18/2018	7040	163	Yates Line Construction Company	Boom Truck (with lineman)	5140562110	224.00
Total 9448:								
9455	05/18	05/22/2018	1280	PAYMENT #4	CRESTLINE CONSTRUCTION	Waterline replacement #4 payment	2141562020	1,099.28
Total 9455:								
9456	05/18	05/22/2018	5720	18-195	Tenneson Engineering Corp	Water line Improvement Project	2141562020	7,800.00
9456	05/18	05/22/2018	5720	18-196	Tenneson Engineering Corp	Water line Improvement Project	2141562020	16,985.70
9456	05/18	05/22/2018	5720	18-233	Tenneson Engineering Corp	Water line Improvement Project	2141562020	7,800.00
9456	05/18	05/22/2018	5720	18-234	Tenneson Engineering Corp	Water line Improvement Project	2141562020	10,973.70
Total 9456:								
9457	05/18	05/31/2018	100	306368	American Public Power Association	Annual Dues 2018	5140562030	43,559.40
9457	05/18	05/31/2018	100	306368	American Public Power Association	Annual Dues 2018	5140562030	751.72
Total 9457:								
9458	05/18	05/31/2018	200	2872729474	AT&T MOBILITY	Electric Department Phone 4/12/18-5/11/	5140562050	939.66
Total 9458:								
9459	05/18	05/31/2018	7034	851	Bernadette Murray-Macioce	Tourism Staff Support	0840562110	76.70
Total 9459:								
9460	05/18	05/31/2018	6900	V601841	BSK Associates	water testing	2140562150	1,311.00
Total 9460:								
								60.00

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
9461	05/18	05/31/2018	790	313401451	CENTURYLINK	Treatment Plant	3140562050	119.61
9461	05/18	05/31/2018	790	313785538	CENTURYLINK	telemetry	2140562050	130.99
9461	05/18	05/31/2018	790	313785538	CENTURYLINK	telemetry	3140562050	130.99
9461	05/18	05/31/2018	790	313691134M	CENTURYLINK	Emergency After Hours	5140562050	38.79
9461	05/18	05/31/2018	790	313891134M	CENTURYLINK	Emergency After Hours	5140562050	38.79
9461	05/18	05/31/2018	790	314228414	CENTURYLINK	Lift Station	3140562050	105.18
Total 9461: 564.35								
9462	05/18	05/31/2018	800	320153997	CENTURYLINK COMMUNICATIONS, IN	WELL HOUSE	2140562050	9.67
Total 9462: 9.67								
9463	05/18	05/31/2018	6996	548676	Certified Folder	Annual Brochure Delivery Charge - Hood	0840562101	593.88
9463	05/18	05/31/2018	6996	548676	Certified Folder	Annual Brochure Delivery Charge - Portl	0840562101	552.00
9463	05/18	05/31/2018	6996	548676	Certified Folder	Annual Brochure Delivery Charge - Mt H	0840562101	165.71
Total 9463: 1,311.59								
9464	05/18	05/31/2018	1120	B203574	COLUMBIA HARDWARE, LLC	premix Pallet	1740562519	23.94
9464	05/18	05/31/2018	1120	B203635	COLUMBIA HARDWARE, LLC	mesh, pali, trim and refill	0140462520	22.64
Total 9464: 46.58								
9465	05/18	05/31/2018	1360	131557	DAVID R. CUNNINGHAM	trouble shoot/repair wifi	0140162082	30.00
9465	05/18	05/31/2018	1360	131558	DAVID R. CUNNINGHAM	Install New server, email server, transfer i	0140162082	1,155.00
Total 9465: 1,185.00								
9466	05/18	05/31/2018	1620	1912	EFFICIENCY SERVICES GROUP, LLC	follow up kit	5140562140	125.00
Total 9466: 125.00								
9467	05/18	05/31/2018	6795	0655794	Ferguson Enterprises Inc. #3011	Meters	2140562560	1,066.90
Total 9467: 1,066.90								
9468	05/18	05/31/2018	7021	I-1595770	Gorge Networks	broadband and phone service May 2018	0140162050	276.84
9468	05/18	05/31/2018	7021	I-1595770	Gorge Networks	broadband and phone service May 2018	0140162082	251.79
9468	05/18	05/31/2018	7021	I-1595770	Gorge Networks	broadband and phone service April 2018	0540562050	999.09

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
9468	05/18	05/31/2018	7021	L-1595770	Gerge Networks	broadband and phone service May 2018	0640562050	233.76
Total 9468:								
6469	05/18	05/31/2018	2420	9576	HOOD RIVER CO. - FINANCE	May Deputy Service	0141962250	1,761.48
Total 9469:								
9470	05/18	05/31/2018	2570	0004181037	HOOD RIVER NEWS	Johnson St Vacation	0140162030	7,600.00
Total 9470:								
9471	05/18	05/31/2018	6834	CR052418	Hood River Valley High School (CCPWD)	High School Volunteer Program	0140862022	96.00
Total 9471:								
9472	05/18	05/31/2018	3160	CR051818	MARIANNE BUMP/PETTY CASH	Mail package for tourism	0840562055	50.00
Total 9472:								
9473	05/18	05/31/2018	3820	28654770	Norco, INC	Cylinder Rental	0540562351	22.55
Total 9473:								
9474	05/18	05/31/2018	3910	36362	NORTHWEST PUBLIC POWER ASSOC	online job advertising - members	5140562030	40.80
Total 9474:								
9475	05/18	05/31/2018	4640	MAY 2018	PITNEY BOWES INC	Postage	0140162055	115.00
Total 9475:								
9476	05/18	05/31/2018	4670	CR05212018	PORT OF CASCADE LOCKS	Fireworks Support FY17-18	0140362171	150.00
Total 9476:								
9477	05/18	05/31/2018	6943	0129540-IN	Pump Tech Inc.	impeller, lip and wear plates	3140562560	5,000.00
Total 9477:								
								2,513.24
								2,513.24

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
9478	05/18	05/31/2018	4980	30106524	Ricoh USA, Inc.	PERIODIC PAYMENT	0140162120	179.02
Total 9478:								
9479	05/18	05/31/2018	7058	2018-11350	Statehood Media, LLC	May/June 1859 Oregon's Magazine Ad	0840562114	179.02
Total 9479:								
9480	05/18	05/31/2018	4910	301877718	Suzanne Phillips	Refund Deposit	5121130	995.00
Total 9480:								
9481	05/18	05/31/2018	7044	SLS/1027250	Trojan UV	Lamp & pack	3140562560	222.27
Total 9481:								
9482	05/18	05/31/2018	6110	MAY2018	U.S. POSTAL SERVICE	Mail utility bills	0140162055	816.10
Total 9482:								
9483	05/18	05/31/2018	6937	357690221	US Bank Equipment Finance	Contract Payment	5140566001	304.57
9483	05/18	05/31/2018	6937	357690221	US Bank Equipment Finance	Contract Payment	5140566002	1,234.81
Total 9483:								
9484	05/18	05/31/2018	7040	167	Yates Line Construction Company	Lineman - Chris White	5140562110	1,293.61
9484	05/18	05/31/2018	7040	167	Yates Line Construction Company	Lineman - John Yates	5140562110	2,625.84
9484	05/18	05/31/2018	7040	167	Yates Line Construction Company	single person squirt boom truck	5140562110	394.44
9484	05/18	05/31/2018	7040	167	Yates Line Construction Company	Ton pick up	5140562110	448.00
Total 9484:								
5181801	05/18	05/18/2018	440	APR18-PWR	BPA	April Power Bill	5140562820	3,520.26
5181801	05/18	05/18/2018	440	APR18-PWR	BPA	April Power Bill	5140562820	60,515.00 M
Total 5181801:								
5181802	05/18	05/18/2018	440	APR18-TRN	BPA	April Transmission Bill	5140562821	8,005.00 M
5181802	05/18	05/18/2018	440	APR18-TRN	BPA	April Transmission Bill	5140562821	68,520.00
Total 5181802:								
5181802	05/18	05/18/2018	440	APR18-TRN	BPA	April Transmission Bill	5140562821	9,100.00 M
5181802	05/18	05/18/2018	440	APR18-TRN	BPA	April Transmission Bill	5140562821	1,204.00 M

Check Number	GL Period	Vendor Number	Check Issue Date	Invoice No.	Payee	Description	GL Account	Amount
<b>Total 5181802:</b>								
5181803	05/18	6080	05/18/2018	APRIL 1035	U S BANK	Bank Fees	0140162110	10,304.00
<b>Total 5181803:</b>								
5311801	05/18	6090	05/31/2018	2974 05/18	U S BANK CC	AT&T Data 4/12	0540562050	364.11 M
5311801	05/18	6090	05/31/2018	2974 05/18	U S BANK CC	AT&T Data 5/12	0540562050	14.99 M
5311801	05/18	6090	05/31/2018	2974 05/18	U S BANK CC	osp open records	0540562110	14.99 M
<b>Total 5311801:</b>								
5311802	05/18	6090	05/31/2018	5243 5/18	U S BANK CC	Pl-um-sha at Kah-nee-ta	0140162020	104.65 M
5311802	05/18	6090	05/31/2018	5243 5/18	U S BANK CC	nhrnp city admin meeting	0140162020	7.98 M
5311802	05/18	6090	05/31/2018	5243 5/18	U S BANK CC	omeo city admin meeting	0140162020	8.87 M
5311802	05/18	6090	05/31/2018	5243 5/18	U S BANK CC	one gorge budget meeting	0140162020	6.49 M
5311802	05/18	6090	05/31/2018	5243 5/18	U S BANK CC	oregon clean air	0140162020	10.00 M
5311802	05/18	6090	05/31/2018	5243 5/18	U S BANK CC	GAZ tourism conf	0140162020	15.00 M
5311802	05/18	6090	05/31/2018	5243 5/18	U S BANK CC	Pl-um-sha at Kah-nee-ta Celebration	0140862020	209.30 M
<b>Total 5311802:</b>								
5311803	05/18	6090	05/31/2018	2305 5/18	U S BANK CC	Projector adapter	0140162010	362.29
5311803	05/18	6090	05/31/2018	2305 5/18	U S BANK CC	external back up for ems	0140162010	13.99 M
5311803	05/18	6090	05/31/2018	2305 5/18	U S BANK CC	dri crash plan	0140162082	49.99 M
5311803	05/18	6090	05/31/2018	2305 5/18	U S BANK CC	GArdening items pw	0140462520	19.98 M
5311803	05/18	6090	05/31/2018	2305 5/18	U S BANK CC	Propane	2140562530	104.50 M
<b>Total 5311803:</b>								
5311804	05/18	6090	05/31/2018	4393 5/18	U S BANK CC	camera city recorder	0140162010	32.89 M
5311804	05/18	6090	05/31/2018	4393 5/18	U S BANK CC	Professional dev manilyn place	0140162020	221.35
<b>Total 5311804:</b>								
<b>Grand Totals:</b>								
								1,170.94
								985,792.31

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-21010	2.00	24,556.13-	24,554.13-
01-21011	51.00	.00	51.00
01-301-43280	.00	2.00-	2.00-
01-401-62010	740.58	.00	740.58
01-401-62020	1,352.74	.00	1,352.74
01-401-62030	184.00	.00	184.00
01-401-62050	276.84	.00	276.84
01-401-62055	454.57	.00	454.57
01-401-62082	1,456.77	.00	1,456.77
01-401-62094	308.84	.00	308.84
01-401-62100	1,200.00	.00	1,200.00
01-401-62110	505.68	.00	505.68
01-401-62120	179.02	.00	179.02
01-401-62552	1,559.06	.00	1,559.06
01-401-62870	200.00	.00	200.00
01-402-62075	387.00	.00	387.00
01-402-62090	536.78	.00	536.78
01-403-62171	5,000.00	.00	5,000.00
01-404-62115	11.10	.00	11.10
01-404-62520	310.18	.00	310.18
01-407-62630	255.67	.00	255.67
01-408-62020	209.30	.00	209.30
01-408-62022	50.00	.00	50.00
01-408-62025	227.00	.00	227.00
01-408-62027	1,500.00	.00	1,500.00
01-419-62250	7,600.00	.00	7,600.00
03-21010	.00	12.95-	12.95-
03-405-62441	12.95	.00	12.95
05-21010	64.02	3,245.57-	3,181.55-
05-405-62050	1,262.83	.00	1,262.83
05-405-62063	40.00	.00	40.00
05-405-62110	14.50	.00	14.50
05-405-62351	737.89	44.91-	692.98
05-405-62420	503.35	.00	503.35
05-405-62421	19.11	19.11-	.00
05-405-62439	622.30	.00	622.30
05-405-62441	5.39	.00	5.39
05-405-62442	40.20	.00	40.20

GL Account	Debit	Credit	Proof
08-21010	.00	11,803.82-	11,803.82-
08-405-62020	183.12	.00	183.12
08-405-62055	22.55	.00	22.55
08-405-62101	1,311.59	.00	1,311.59
08-405-62110	4,332.00	.00	4,332.00
08-405-62114	5,954.56	.00	5,954.56
17-21010	.00	301.29-	301.29-
17-405-62519	23.94	.00	23.94
17-405-62520	161.37	.00	161.37
17-405-62551	115.98	.00	115.98
21-21010	.00	818,116.35-	818,116.35-
21-405-62020	75.00	.00	75.00
21-405-62050	150.08	.00	150.08
21-405-62070	2,103.29	.00	2,103.29
21-405-62150	105.00	.00	105.00
21-405-62441	463.85	.00	463.85
21-405-62530	344.76	.00	344.76
21-405-62560	5,189.05	.00	5,189.05
21-415-62020	807,786.40	.00	807,786.40
21-415-62025	1,898.92	.00	1,898.92
31-21010	.00	20,814.94-	20,814.94-
31-405-62020	75.00	.00	75.00
31-405-62050	578.99	.00	578.99
31-405-62070	3,547.74	.00	3,547.74
31-405-62441	463.85	.00	463.85
31-405-62530	352.60	.00	352.60
31-405-62560	3,329.34	.00	3,329.34
31-405-62700	7,622.42	.00	7,622.42
31-415-62030	4,845.00	.00	4,845.00
51-21010	.00	97,948.64-	97,948.64-
51-21130	222.27	.00	222.27
51-305-43810	50.50	.00	50.50
51-405-62020	150.00	.00	150.00
51-405-62030	866.72	.00	866.72
51-405-62050	154.73	.00	154.73
51-405-62110	4,643.71	.00	4,643.71
51-405-62138	6,000.00	.00	6,000.00
51-405-62139	750.00	.00	750.00
51-405-62140	125.00	.00	125.00
51-405-62190	1,000.00	.00	1,000.00

GL Account	Debit	Credit	Proof
51-405-62200	391.50	.00	391.50
51-405-62770	1,452.00	.00	1,452.00
51-405-62800	52.43	.00	52.43
51-405-62820	60,515.00	.00	60,515.00
51-405-62821	9,100.00	.00	9,100.00
51-405-62870	665.10	.00	665.10
51-405-63700	832.88	.00	832.88
51-405-66001	1,234.81	.00	1,234.81
51-405-66002	58.80	.00	58.80
51-406-62030	187.94	.00	187.94
51-406-62050	78.03	.00	78.03
51-406-62820	8,005.00	.00	8,005.00
51-406-62821	1,204.00	.00	1,204.00
51-406-63700	208.22	.00	208.22
56-21010	.00	9,058.64	9,058.64
56-451-83941	9,058.64	.00	9,058.64
<b>Grand Totals:</b>	<b>985,924.35</b>	<b>985,924.35-</b>	<b>.00</b>

Report Criteria:

Report type: GL detail





# SPECIAL EVENT BREWERY (SEB) APPLICATION

3.c.

**ELIGIBILITY:** Only an Oregon Brewery Licensee may apply for this license.

### SEB LICENSE PRIVILEGES

- Sell malt beverages, wine, and cider by the drink for consumption in the special event licensed area (provided you meet the food requirements).
- Sell manufacturer-sealed containers of malt beverage, wine, and cider meant for drinking off of the special event licensed area.
- Sell malt beverages, wine, or cider in a securely covered container (i.e. growlers) meant for drinking off of the special event licensed area. The container may not hold more than two gallons.

- **Process Time:** OLCC needs your completed application in sufficient time to approve it. Sufficient time is typically 2 to 4 weeks before the first event date listed in #10 below (some events may need extra processing time). OLCC may refuse to process your application if it is not submitted in sufficient time for the OLCC to investigate it.
- **OLCC License Fee:** \$10 per license day or any part of a license day. **Make payment by check or money order, payable to OLCC.** A license day is from 7:00 am to 2:30 am on the succeeding calendar day.
- **License Days:** In #10 below, you may apply for a maximum of **five** license days per application form.

1. Licensee Name: Thunder Island Brewing Company	
2. Email: jeremy@thunderislandbrewing.com	
3. Trade Name of Business: Thunder Island Brewing Company	4. Fax: N/A
5. Address of Annual Business 515 NW Portage RD	6. City: Cascade Locks
7. Contact Person: Jeremy Bechtel	8. Contact Phone:
9. Event Name: Bridge of the Gods Half Marathon	
10. Date(s) of event (no more than five days): August 11th 2018	
11. Start/end hours of alcohol service: 8:00 <input checked="" type="checkbox"/> am <input type="checkbox"/> pm to 2:00 <input type="checkbox"/> am <input checked="" type="checkbox"/> pm	
12. Address of Special Event: .355 WaNaPa	City Cascade Locks Zip 97014
13. Is the event outdoors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
13a. If no, in what area(s) of the building is the event located?	
13b. If yes, submit a drawing showing the licensed area and how the boundaries of the licensed area will be identified.	
14. Describe the primary activities within the licensed area: Half marathon race finish line	
15. Will minors be allowed at the event? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
16. What is the expected attendance per day in the licensed area (where alcohol will be sold or consumed)? 1500	

### PLAN TO MANAGE THE SPECIAL EVENT LICENSED AREA

If your answer to #16 is 501 or more, in addition to your answers to questions 17, 18, and 19, you will need to complete the OLCC's Plan to Manage Special Events form, unless the OLCC exempts you from this requirement.

17. Describe your plan to prevent problems and violations:  
There will 2 ID checkers at the entrance to the beer line. There will be 2 Alcohol monitors patrolling the event grounds. Beer servers will have OLCC servers permits. No minors will be allowed in the beer line or where the beer is being served. There will be wristbands for all guests over 21 whos age has been checked.



3.d.



OREGON LIQUOR CONTROL COMMISSION

# SPECIAL EVENT BREWERY (SEB) APPLICATION

**ELIGIBILITY:** Only an Oregon Brewery Licensee may apply for this license.

### SEB LICENSE PRIVILEGES

- Sell malt beverages, wine, and cider by the drink for consumption in the special event licensed area (provided you meet the food requirements).
- Sell manufacturer-sealed containers of malt beverage, wine, and cider meant for drinking off of the special event licensed area.
- Sell malt beverages, wine, or cider in a securely covered container (i.e. growlers) meant for drinking off of the special event licensed area. The container may not hold more than two gallons.

- **Process Time:** OLCC needs your completed application in sufficient time to approve it. Sufficient time is typically 2 to 4 weeks before the first event date listed in #10 below (some events may need extra processing time). OLCC may refuse to process your application if it is not submitted in sufficient time for the OLCC to investigate it.
- **OLCC License Fee:** \$10 per license day or any part of a license day. **Make payment by check or money order, payable to OLCC.** A license day is from 7:00 am to 2:30 am on the succeeding calendar day.
- **License Days:** In #10 below, you may apply for a maximum of five license days per application form.

1. Licensee Name: Thunder Island Brewing Company	
2. Email: Jeremy@thunderislandbrewing.com	
3. Trade Name of Business: Thunder Island Brewing Company	4. Fax: N/A
5. Address of Annual Business 515 NW Portage RD	6. City: Cascade Locks
7. Contact Person: Jeremy Bechtel	8. Contact Phone:
9. Event Name: Pacific Crest Trail Days	
10. Date(s) of event (no more than five days): August 17-18 2018	
11. Start/end hours of alcohol service: 11: <input checked="" type="checkbox"/> am <input type="checkbox"/> pm to 10:00 <input type="checkbox"/> am <input checked="" type="checkbox"/> pm	
12. Address of Special Event: 395 SW Portage Rd	City: Cascade Locks Zip: 97014
13. Is the event outdoors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
13a. If no, in what area(s) of the building is the event located? <div style="background-color: #cccccc; height: 20px; width: 100%;"></div>	
13b. If yes, submit a drawing showing the licensed area and how the boundaries of the licensed area will be identified.	
14. Describe the primary activities within the licensed area: Food, Beer, Wine Sales. Sponsor Booths displaying outdoor gear. DJ music, Raffles, Slide Shows, Games/Activities	
15. Will minors be allowed at the event? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
16. What is the expected attendance per day in the licensed area (where alcohol will be sold or consumed)? 1500	

**PLAN TO MANAGE THE SPECIAL EVENT LICENSED AREA**

If your answer to #16 is 501 or more, in addition to your answers to questions 17, 18, and 19, you will need to complete the OLCC's Plan to Manage Special Events form, unless the OLCC exempts you from this requirement.

17. Describe your plan to prevent problems and violations:  
We will have security posted at each entry and exit point checking for ID's and issuing minor and 21 and over bracelets. Security will also be checking to make sure no outside alcohol is brought in. Security will also be checking to make sure no visible intoxicated persons be allowed into the event. We will have roving alcohol monitors making sure that no minor is in possession of alcohol. Alcohol monitors will also be checking for visible intoxicated persons. In such case, a visible intoxicated person will be escorted off the event grounds. Alcohol monitors and servers will make sure no minors approach the service area.





conditions of this Contract shall continue to apply, except that the term shall be extended in accordance with the renewal or extension, and except to the extent the renewal or extension provides otherwise.

**5. Compensation:**

a. Contractor shall be paid at the rate of \$20.00 per hour for Regular Services. Contractor shall be paid \$50.00 per hour for Graphic Design Services. Contractor shall not exceed 20 hours of work per week without prior authorization from the City Administrator.

b. Contractor shall submit monthly invoices to the City for Work performed. The invoices shall describe all Work performed with particularity and shall itemize and explain all expenses that this Contract requires City to pay and for which Contractor claims reimbursement. Each invoice also shall include the total amount invoiced to date by Contractor prior to the current invoice. Contractor shall send invoices to the City's Director of Finance by the tenth of the month for work completed in the prior month. Payments shall be made within 30 days of the date of the invoice. Should the Contract be prematurely terminated, payments will be made for work completed and accepted to date of termination.

**6. Ownership of Documents:** All documents and other work product created by Contractor pursuant to this Contract shall be the property of City.

**7. Indemnification:** CONTRACTOR SHALL DEFEND, SAVE, HOLD HARMLESS, AND INDEMNIFY THE CITY AND ITS OFFICERS, EMPLOYEES AND AGENTS FROM AND AGAINST ALL CLAIMS, SUITS, ACTIONS, LOSSES, DAMAGES, LIABILITIES, COSTS AND EXPENSES OF ANY NATURE WHATSOEVER, INCLUDING ATTORNEYS FEES, RESULTING FROM, ARISING OUT OF, OR RELATING TO THE ACTIVITIES OF CONTRACTOR OR ITS OFFICERS, EMPLOYEES, SUBCONTRACTORS, OR AGENTS UNDER THIS CONTRACT. Contractor shall not be held responsible for any claims, suit, actions, losses, damages, liabilities, costs and expenses directly, solely, and proximately caused by the negligence of City.

**8. Termination:** This Contract may be terminated by either party by giving thirty days written notice to the other party.

**9. Independent Contractor Status:**

a. Contractor shall perform all Work as an Independent Contractor. The City reserves the right (i) to determine and modify the delivery schedule for the Work and (ii) to evaluate the quality of the Work Product, however, the City may not and will not control the means or manner of Contractor's performance. Contractor is responsible for determining the appropriate means and manner of performing the Work.

b. For services performed pursuant to this Contract, Contractor understands and agrees that it is not an "officer", "employee", or "agent" of the City, as those terms are used in ORS 30.265.

c. Contractor is responsible for all federal or state taxes applicable to compensation or payments paid to Contractor under this Contract and, unless Contractor is subject to backup withholding, City will not withhold from such compensation or payments any amount(s) to cover Contractor's federal or state tax obligations. Contractor is not eligible for any social security, unemployment insurance or workers' compensation benefits from compensation or payments paid to Contractor under this Contract, except as a self-employed individual.

**10. Assignment and Subcontracts:** Contractor shall not assign this Contract or subcontract any portion of the work without the written consent of City. Any attempted assignment or subcontract without written consent of City shall be void. Contractor shall be fully responsible for the acts or omissions of any assigns or subcontractors and of all persons employed by them, and the approval by City of any assignment or subcontract shall not create any Contractual relation between the assignee or subcontractor and City.

**11. Governing Law; Venue; Consent to Jurisdiction.** This Contract shall be governed by and construed in accordance with the laws of the State of Oregon. Any claim, action, suit or proceeding between City and Contractor that arises from or relates to this Contract shall be brought and conducted solely and exclusively within the Circuit Court of Hood River County for the State of Oregon or, if the claim, action, suit or proceeding must be brought in a federal forum, then it shall be brought and conducted solely and exclusively within the United States District Court for the District of Oregon.

**12. Merger Clause; Waiver.** This Contract and attached exhibits, if any, constitute the entire agreement between the parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Contract. No waiver, consent, modification or change of terms of this Contract shall bind all parties unless in writing and signed by both parties and all necessary State approvals have been obtained.

**13. Amendments.** No amendment to this Contract is effective unless it is in writing signed by the parties.

CONTRACTOR, BY EXECUTION OF THIS CONTRACT, HEREBY ACKNOWLEDGES THAT CONTRACTOR HAS READ THIS CONTRACT, UNDERSTANDS IT, AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS.

CONTRACTOR

CITY

\_\_\_\_\_  
By: Bernadette Murray                      Date  
Contractor

\_\_\_\_\_  
By: Gordon Zimmerman                      Date  
City Administrator

## EXHIBIT A

JOB TITLE: TOURISM SUPPORT STAFF

JOB FUNCTION: Assist the Tourism Committee in Promotion, Marketing, Projects and Committee Support.

### PROJECT DELIVERABLES AND SPECIFICATIONS

**Regular Services** shall include Work performing tasks related to the following categories:

**General Tourism Committee Support:**

- Minutes taking (back up to committee secretary)
- Document Creation and Duplication
  - Monthly Flash Report
  - Agendas (in conjunction with committee chair)
- Tourism Correspondence (in conjunction with committee chair)
- Grant Writing and Administration
- Responding to tourism inquiries via phone, mail, email and fax

**Promotion:**

- Website management and Updates
- Online calendar and ORB updates
- Backup to booth staffing for outreach events
- Writing and distribution of press releases
- Identifying promotional opportunities

**Marketing:**

- Social media posts
- Identify and coordinate advertising opportunities
- Coordinate marketing with other Chambers of Commerce and Visitor Associations
- Alignment with Travel Oregon

**Tourism Facilities:**

- Special Project Administration and Implementation

**Graphic Design Services** are those services which require combining text and images for advertisements, publications, and other media. Such services are billed at \$50.00 per hour.

3.F.

**CITY OF CASCADE LOCKS  
PERSONAL SERVICES CONTRACT  
(City Attorney Services)**

Amendment No. 2

<p><b>PARTIES:</b> City of Cascade Locks P.O. Box 308 Cascade Locks, OR 97014</p> <p>Annala, Carey, VanKoten, &amp; Cleaveland, P.C. P.O. Box 325 Hood River, OR 97031</p>	<p>("City")</p> <p>("Contractor")</p>
--	---------------------------------------

**RECITALS**

- A. City and Contractor entered into a Personal Services Contract for legal services which will expire on June 30, 2018. The Contract may be extended for additional one-year terms by mutual written consent of the parties.
- B. The parties desire to extend the Contract for an additional one (1) year term.

NOW, THEREFORE, BASED ON THE MUTUAL PROMISES OF THE PARTIES, THE PARTIES AGREE AS FOLLOWS:

- 1. Section 4(a) of the Contract is amended to extend the term of the contract for legal services to June 30, 2019.
- 2. All other terms and conditions of the Contract, including those terms as amended in Amendment No. 1, remain in full force and effect.

CONTRACTOR

CITY

*R. CM*  
 \_\_\_\_\_  
 Ruben Cleaveland  
 Annala, Carey, VanKoten,  
 & Cleaveland, P.C.

*6/5/18*  
 \_\_\_\_\_  
 date

\_\_\_\_\_ date  
 Gordon Zimmerman  
 City Administrator



RECEIVED  
APR 06 2018

City of Cascade Locks, Oregon

DATE AND TIME RECEIVED: 10:39 AM  
BY: K. Gaben

Application for City Boards, Commissions, Task Forces and Committees

(Check one below)

Budget Committee \_\_\_\_\_ Planning Commission X Tourism Committee \_\_\_\_\_ Other \_\_\_\_\_

NAME: Catherine Adler (Cassie) HOME PHONE: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

Do you live within the city limits? Yes X No \_\_\_\_\_

How long have you lived in the City? Since 12/29/17 (we bought Scott Boyle's old place at 14 SW Bailey Gatzert. But... I have been studying this community for several years now.)

1. Why are you interested in serving?

I love this community. I have looked at the meeting minutes for the time periods when the casino and Nestlé are being considered, and the disappointment the community felt in not being able to bring in development is very real (and frankly, the way outsiders came in and bullied residents was very disrespectful, too). I feel there has to be a way forward. I am working on a certificate at Penn State University (online) for Community and Economic Development, and I would like to serve the community and help however I can.

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

A. I work SAT-SUN-MON-TUE nights, and I am off on Thursdays. However, 3 weeks ago I bought plane tickets to Arizona and will be travelling this Thursday.

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

I have no experience serving a community in these capacities. But I have 27 years of experience in corporate America (all at the same company - microchip technology), in both technical and skill building capacities. I understand business needs and cycles and how to work as part of a team to get big jobs done.

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

I have my education in electronics and alternative energy systems, so I will understand all aspects of projects related to the dam + electrical systems. I have a Certificate in residential building so I understand construction timelines. I am completing a degree in sustainability management and policy this semester, & I understand the climate change related legislation being drafted in Salem. I will complete a certificate in Community and Economic Development by year's end. And most important, I am a good, patient, open-minded and respectful listener who comes prepared for meetings and projects, and ready to work hard for Cascade Locks.

APPLICANT SIGNATURE [Signature]

DATE: 4/4/18

Thank you. We appreciate your willingness to serve.



RECEIVED  
MAY 18 2018

City of Cascade Locks, Oregon

BY: \_\_\_\_\_

DATE AND TIME RECEIVED: 5/18/2018 2:22 PM  
R. Gobert

**Application for City Boards, Commissions, Task Forces and Committees**

(Check one below)

Budget Committee \_\_\_\_\_ Planning Commission  Tourism Committee \_\_\_\_\_ Other \_\_\_\_\_

NAME: Donna Gaudreault HOME PHONE: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

EMAIL ADDRESS: dlgoodro@gmail.com

Do you live within the city limits? Yes  No \_\_\_\_\_

How long have you lived in the City? 1.5 YEARS

1. Why are you interest in serving?

I moved to Cascade Locks almost 2 years ago and love it. I feel this would be a great opportunity to become more involved in the community and gain an understanding of the future growth opportunities and the impact to residents.

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

Yes, my personal and work times are very flexible and I have a willingness to adjust my time to support this position.

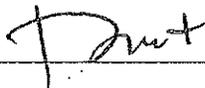
3. What experiences have you had with City Committees, Boards, or Commissions?

I have not had any experience to date but feel with my background and work experience I am able to learn quickly. I have 20 years' experience in Plant Management with small and large companies. I plan, schedule and adjust as required to support forecasted revenue annually.

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

I am enthusiastic, quick learner and have a desire to support our community. My daily work requires attention to detail, flexibility, and eliminate chaos within our facility. I feel that these skills will support the traits needed to work on the Planning Committee.

APPLICANT SIGNATURE \_\_\_\_\_



DATE: 5.14.18

**Thank you. We appreciate your willingness to serve.**



**STAFF REPORT**

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**Date Prepared: 6/1/2018**

**For City Council Meeting on: 6/11/18**

**TO: Honorable Mayor and City Council**

**PREPARED BY:** Marianne Bump, Finance Officer

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

**SUBJECT:** Public Hearing on proposed uses for State Revenue Sharing

**SYNOPSIS:** The City receives a percentage of State Revenue Sharing that is used to help support various programs. As per ORS 221.770 a public hearing in which citizens have the opportunity to provide written and oral comment to, and ask questions of, the authority responsible for adopting the City of Cascade Locks budget for FY 2018-2019.

**CITY COUNCIL OPTIONS:**

1. Approve Resolution No. 1396 as presented.
2. Establish other direction for staff to proceed
3. Take no action

**RECOMMENDATION:** The City Council, by motion, approves Resolution No. 1396 to elect to receive State Revenue Sharing.

**Legal Review and Opinion:** N/A

**Financial review and status:** Amounts pertaining to this resolution are included in the FY18-19 budget.

**BACKGROUND INFORMATION:**

1. The City has received State Revenue Sharing dollars for many years. Budget committee, during the budget process recommends to the council, programs to receive the funding. At the time of budget, approval by council will determine the programs to be funded.



**RESOLUTION NO. 1396**

**A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES.**

**WHEREAS**, the City offered an opportunity for its citizens to comment on the possible uses of State Revenues at a Public Hearing of the Budget Committee on April 25, 2018; and

**WHEREAS**, the City offered an opportunity for its citizens to comment on the proposed uses of State Revenues at a Public Hearing of the City Council on June 11, 2018;

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

**SECTION 1. City's Election to Receive State Revenues.** Pursuant to ORS 221.770, the City of Cascade Locks hereby elects to receive State Revenues for Fiscal Year 2018/2019.

**SECTION 2. Effective Date.** Upon adoption by the City Council and approval of the Mayor, this resolution shall become effective on July 1, 2018.

**SECTION 3. Expiration.** This Resolution shall remain in effect and shall expire on June 30, 2019.

**ADOPTED** by the City Council this **11th** day of **June**, 2018.

**APPROVED** by the Mayor this **11th** day of **June**, 2018.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Recorder

I certify that a public hearing before the Budget Committee was held on April 25, 2018, and a public hearing before the City Council was held on June 11, 2018, giving citizens an opportunity to comment on use of State Revenue Sharing.

\_\_\_\_\_  
Budget Officer



**STAFF REPORT**

---

**Date Prepared: 6/1/2018**

**For City Council Meeting on: 6/12/2018**

**TO: Honorable Mayor and City Council**

**PREPARED BY:** Marianne Bump, Finance Officer

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

**SUBJECT:** Approve Municipal Corporate Budget for FY 2018-2019, making appropriations, authorizing expenditures and levying taxes.

**SYNOPSIS:** The City is required by Oregon Budget Law to prepare and present a balanced budget for review by the budget committee. Through the budget committee review process and public participation the committee may revise the proposed budget before formal approval. The approved budget is then presented to council where a public hearing will be held for public comment. The council can then revise the budget within limitations and adopt the budget. The budget must be adopted before June 30<sup>th</sup>.

**CITY COUNCIL OPTIONS:**

1. Approve Resolution No. 1397 as presented.
2. Establish other direction for staff to proceed
3. Take no action

**RECOMMENDATION:** The City Council, by motion, approves Resolution No. 1397 approving the Municipal Corporate Budget for FY 2018-2019, making appropriations, authorizing expenditures and levying taxes.

**Legal Review and Opinion:** N/A

**Financial review and status:** N/A

**BACKGROUND INFORMATION:** N/A



**RESOLUTION NO. 1397**

**A RESOLUTION ADOPTING THE MUNICIPAL CORPORATE BUDGET FOR FY 2018-2019, MAKING APPROPRIATIONS, AUTHORIZING EXPENDITURES AND LEVYING TAXES.**

**WHEREAS**, the city budget complies with the Oregon Department of Revenue budget standards.

**RESOLUTION ADOPTING THE BUDGET**

**BE IT RESOLVED** that the City Council of the City of Cascade Locks, Oregon, hereby adopts the 2018-2019 fiscal year budget in the total sum of **\$12,096,665** now on file in the office of the City Finance Officer, City Hall.

**RESOLUTION MAKING APPROPRIATIONS**

**BE IT RESOLVED** that the amounts for the fiscal year beginning July 1, 2018 and for the purposes shown are hereby appropriated as follows:

<b><u>GENERAL FUND</u></b>	
Administration Department	773,029
Planning Department	32,500
Agency	8,870
Property Department	104,556
Museum Program	1,750
Government/Community Relations Program	25,322
Police Program	99,444
Capital Outlays	16,400
Interfund Transfers	209,320
Debt Service	-
Contingency	77,183
<b>TOTAL GENERAL FUND</b>	<b>\$ 1,348,374</b>

<b><u>SYSTEM DEVELOPMENT FUND</u></b>	
Parks/Recreation Department	74,625
Water Department	109,982
Sewer Department	153,593
Interfund Transfers	-
<b>TOTAL SYSTEM DEVELOPMENT FUND</b>	<b>\$ 338,200</b>

<b><u>STREET FUND</u></b>	
Street Department	110,665
Interfund Transfers	50,940
Contingency	58,495
<b>TOTAL STREET FUND</b>	<b>\$ 220,100</b>

<b><u>EMERGENCY SERVICES FUND</u></b>	
EMS Department	447,902
Interfund Transfers	-
Debt Service	2,460
Contingency	46,758
<b>TOTAL EMERGENCY SERVICES FUND</b>	<b>\$ 497,120</b>

**GRANTS FUND**

Sewer Department	-
Planning Department	26,000
Tourism	-
Property	-
Street	424,000
Interfund Transfers	-
Capital Outlays	-
<b>TOTAL GRANTS FUND</b>	<b>\$ 450,000</b>

**TOURISM FUND**

Tourism Department	73,920
Interfund Transfers	30,000
Contingency	19,110
<b>TOTAL TOURISM FUND</b>	<b>\$ 123,030</b>

**CEMETERY FUND**

Property Department	7,625
Interfund Transfers	-
Contingency	-
<b>TOTAL CEMETERY FUND</b>	<b>\$ 7,625</b>

**WATER FUND**

Water Department	4,052,153
Interfund Transfers	272,839
Contingency	76,812
<b>TOTAL WATER FUND</b>	<b>\$ 4,401,804</b>

**CEMETERY TRUST FUND**

Interfund Transfers	3,300
Reserve	8,664
<b>TOTAL CEMETERY TRUST FUND</b>	<b>\$ 11,964</b>

**WATER SYSTEM IMPROVEMENT PROJECT FUND**

Debit Service	236,586
<b>TOTAL WATER SYSTEM IMPROVEMENT PROJECT FUND</b>	<b>\$ 236,586</b>

**CORROSION CONTROL TREATMENT FUND**

Debit Service	18,200
<b>TOTAL CORROSION CONTROL TREATMENT FUND</b>	<b>\$ 18,200</b>

**SEWER FUND**

Sewer Department	303,775
Interfund Transfers	280,391
Contingency	55,414
<b>TOTAL SEWER FUND</b>	<b>\$ 639,580</b>

**SEWER BOND FUND - 1998**

Interfund Transfers	63,500
<b>TOTAL SEWER BOND FUND</b>	<b>\$ 63,500</b>

**SEWER BOND REFINANCE 2018**

Debit Service	77,711
<b>TOTAL SEWER BOND REFINANCE 2018</b>	<b>\$ 77,711</b>

**SEWER FACILITIES PROJECT FUND**

Debit Service	127,680
<b>TOTAL SEWER FACILITIES PROJECT FUND</b>	<b>\$ 127,680</b>

**CATV/TELECOM FUND**

Interfund Transfers	148
<b>TOTAL CATV FUND</b>	<b>\$ 148</b>

**LIGHT FUND**

Electrical Department	1,894,811
Interfund Transfers	3,600
Debt Service	15,524
Contingency	10,948
<b>TOTAL LIGHT FUND</b>	<b>\$ 1,924,883</b>

**CAPITAL RESERVE FUND - 2008**

Street Department	137,200
Street Department-Bike Path/Sidewalk	2,350
Street Department-Interfund Transfer	75,000
Property Department	19,421
Administration Department	80,360
EMS Department	111
EMS Department - Memorial Reserve	668
Tourism Department	95,150
Water Department	284,800
Water Department - Meters	104,200
Water Department - Hydrant Meters	29,300
Sewer Department	453,100
Electric Department	193,500
Electric Department-Interfund Transfer	135,000
<b>TOTAL CAPITAL RESERVE FUND</b>	<b>\$ 1,610,160</b>

<b>GRAND TOTAL APPROPRIATIONS ALL FUNDS</b>	<b>\$ 12,096,665</b>
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**RESOLUTION IMPOSING THE TAX**

**BE IT RESOLVED** that the City Council of the City of Cascade Locks, Oregon, hereby imposes the taxes provided for in this adopted budget in the General Fund at the rate of \$2.7050 per \$1,000 of assessed value for operations, and that these taxes are hereby imposed and categorized for tax year 2018-2019 upon the assessed value of all taxable property within the district as of 12:01 AM, July 1, 2018.

**RESOLUTION CATEGORIZING THE TAX**

**General Government Limitation**

General Fund	\$ 2.7050/\$1,000
Debt Service Fund	\$0.00

**Excluded from Limitation**

Debt Service	\$0.00
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**BE IT RESOLVED** that the City Finance Officer certifies to the County Clerk and County Assessor, the tax levy made by this Resolution and shall file with them and to the State of Oregon copies of the budget as finally adopted.

**ADOPTED** by the City Council this 11th day of June, 2018.

**APPROVED** by the Mayor this 11th day of June, 2018.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Recorder

2015-16	2016-17	2017-18	2017-18	Account Number	Account Title	2018-19	2018-19
Prior year 2	Prior year	Current year	Current year			Proposed	Approved
Actual	Actual	Actual	Budget			Budget	Budget

**GENERAL ADMINISTRATION FUND**

2015-16	2016-17	2017-18	2017-18	Account Number	Account Title	2018-19	2018-19
Prior year 2	Prior year	Current year	Current year			Proposed	Approved
Actual	Actual	Actual	Budget			Budget	Budget
192,600.00	254,105.00	270,336.00	240,000.00	01-301-40010	BEGINNING BALANCE	245,000.00	245,000.00
222,179.28	218,263.04	226,240.37	215,000.00	01-301-43100	PROPERTY TAXES INCOME	231,000.00	231,000.00
975.00	75.00	.00	75.00	01-301-43110	FINES & FORFEITURES	.00	.00
4,283.33	4,385.94	3,972.13	3,700.00	01-301-43120	TELEPHONE FRANCHISE FEES	4,200.00	4,200.00
1,000.00	1,000.00	1,000.00	1,000.00	01-301-43122	GARBAGE SCV FRANCHISE FEES	1,000.00	1,000.00
153,553.04	160,059.36	108,482.85	154,000.00	01-301-43130	TRANSIENT ROOM ASSESSMENT	154,000.00	154,000.00
17,845.61	19,029.31	13,300.83	20,500.00	01-301-43140	STATE LIQUOR TAX PRORATION	24,000.00	24,000.00
60,757.36	66,336.78	50,061.67	66,250.00	01-301-43151	INTERNAL PAYMENTS: ELEC (5%)	66,900.00	66,900.00
11,066.09	11,023.50	10,140.47	11,500.00	01-301-43152	INTERNAL PAYMENTS: WATER (5%)	11,500.00	11,500.00
18,686.83	19,071.46	16,470.97	19,000.00	01-301-43153	INTERNAL PAYMENTS: SEWER (5%)	19,000.00	25,384.00
.00	.00	.00	.00	01-301-43154	INTERNAL PAYMENTS: CATV (5%)	.00	.00
16,862.42	17,837.27	14,856.47	16,700.00	01-301-43157	INTERNAL PAYMENTS:SB/ELEC (5%)	17,000.00	17,000.00
29,800.00	29,850.00	24,925.00	29,250.00	01-301-43159	USE OF CITY PROPERTY FEES	29,850.00	29,850.00
5,988.42	1,573.05	2,488.27	1,000.00	01-301-43280	MISCELLANEOUS REVENUE	1,000.00	1,000.00
1,600.00	1,600.00	1,600.00	1,600.00	01-301-43285	LIBRARY REVENUE - MOU	.00	.00
211.26	307.40	225.15	100.00	01-301-43290	COPY MACHINE REVENUE	100.00	100.00
217.05	141.50	160.50	150.00	01-301-43291	FAX MACHINE REVENUE	150.00	150.00
729.06	1,239.14	518.02	200.00	01-301-43292	INFORMATION SERVICE FEES	200.00	200.00
1,623.52	1,571.42	865.55	1,375.00	01-301-43410	CIGARETTE TAX PRORATION	1,585.00	1,585.00
7,953.75	11,692.25	12,196.35	10,000.00	01-301-43431	PLANNING FEES	10,000.00	10,000.00
.00	225.00	.00	10,000.00	01-301-43432	PLANNING ENGINEERING ESTIMATE	10,000.00	10,000.00
240.00	650.00	420.00	300.00	01-301-43501	CITY HALL RENTAL	300.00	300.00
1,437.46	2,546.65	3,268.12	1,400.00	01-301-43550	INTEREST INCOME	2,500.00	2,500.00
11,187.02	12,268.76	13,587.37	8,000.00	01-301-43630	STATE REVENUE SHARING	15,000.00	15,000.00
.00	67.00	.00	.00	01-301-43669	TRANSFER FROM OTHER FUNDS	.00	.00
12,387.00	15,086.00	12,473.80	14,971.00	01-301-43703	STREET'S ADMIN - PERSONNEL SVC	14,855.00	14,855.00
47,748.00	54,143.04	63,004.20	75,605.00	01-301-43705	EMS ADMIN - PERSONNEL SVC	79,747.00	79,747.00
20,343.96	25,103.04	20,856.70	25,028.00	01-301-43721	WATER ADMIN - PERSONNEL SVC	25,761.00	25,761.00
5,661.04	7,274.04	6,647.50	7,877.00	01-301-43731	SEWER ADMIN - PERSONNEL SVC	9,871.00	9,871.00
173,115.00	162,051.96	155,120.00	186,144.00	01-301-43751	CTY LIGHT ADMIN -PERSONNEL SVC	187,807.00	187,807.00
2,058.00	2,270.04	1,850.00	2,220.00	01-301-43803	STREET'S ADMIN - MATERIALS/SVC	2,224.00	2,210.00
8,220.96	10,082.96	8,445.00	10,134.00	01-301-43805	EMS ADMIN - MATERIALS/SVC	11,120.00	11,046.00
15,018.00	19,317.96	17,956.70	21,548.00	01-301-43821	WATER ADMIN - MATERIALS/SVC	17,378.00	17,262.00
17,844.96	21,839.04	18,943.30	22,732.00	01-301-43831	SEWER ADMIN - MATERIALS/SVC	24,286.00	24,930.00
90,456.96	113,689.08	95,742.50	114,891.00	01-301-43851	CTY LIGHT ADMIN -MATERIALS/SVC	124,922.00	124,216.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>Total GENERAL FUND REVENUES:</b>							
1,153,440.38	1,265,705.99	1,185,157.79	1,292,350.00			1,342,256.00	1,348,374.00
<b>Total Revenue:</b>							
1,153,440.38	1,265,705.99	1,185,157.79	1,292,350.00			1,342,256.00	1,348,374.00

Prior year 2	Prior year	Current year	Current year	Account Number	Account Title	2018-19	2018-19
Actual	Actual	Actual	Budget			Proposed Budget	Approved Budget
<b>ADMINISTRATION</b>							
<b>PERSONNEL SERVICES</b>							
72,282.18	77,604.29	72,690.70	82,500.00	01-401-61010	CITY ADMINISTRATOR	87,506.00	87,506.00
58,101.98	58,182.92	53,212.80	60,153.00	01-401-61020	FINANCE OFFICER	63,342.00	63,342.00
61,290.89	61,480.41	56,212.03	63,544.00	01-401-61025	CITY RECORDER	66,912.00	66,912.00
.00	.00	20,736.00	37,128.00	01-401-61030	DEPUTY RECORDER/ADMIN ASST.	34,445.00	34,445.00
31,973.64	32,754.22	22,829.06	33,800.00	01-401-61031	ACCOUNTING CLERK	34,445.00	34,445.00
30,216.70	31,281.55	28,538.42	32,245.00	01-401-61033	OFFICE ASSISTANT/CASHIER	33,390.00	33,390.00
18,390.62	19,293.88	18,928.91	23,774.00	01-401-61050	FICA	24,534.00	24,534.00
673.73	118.74	950.64	1,447.00	01-401-61060	WORKERS COMP	1,533.00	1,533.00
148.66	131.50	124.22	208.00	01-401-61065	WORKERS BENEFIT FUND	176.00	176.00
70,211.20	74,744.20	70,432.05	103,192.00	01-401-61070	HEALTH INSURANCE	92,675.00	92,675.00
69,413.77	76,987.30	75,016.61	94,572.00	01-401-61080	PERS (PENSION)	98,393.00	98,393.00
1,757.50	212.24	256.62	311.00	01-401-61090	UNEMPLOYMENT	321.00	321.00
471.30	470.80	469.00	1,400.00	01-401-61155	CAMERA OPERATOR	672.00	672.00
<b>Total PERSONNEL SERVICES:</b>						<b>538,344.00</b>	<b>538,344.00</b>

Prior year 2	Prior year	Current year	Current year	Account Number	Account Title	2018-19	2018-19
Actual	Actual	Actual	Budget			Proposed Budget	Approved Budget
<b>MATERIALS &amp; SERVICES</b>							
414,902.17	433,024.57	420,396.06	534,274.00			<b>538,344.00</b>	<b>538,344.00</b>
6,867.41	5,731.64	8,727.13	8,900.00	01-401-62010	OFFICE SUPPLIES	10,000.00	10,000.00
3,872.12	8,242.22	7,931.06	9,725.00	01-401-62020	TRAVEL & TRAINING	12,700.00	12,700.00
4,935.54	4,999.16	5,533.68	5,420.00	01-401-62030	DUES, PUBLICATIONS, NOTICES	5,800.00	5,800.00
5,455.50	6,065.63	4,837.69	5,400.00	01-401-62050	TELEPHONE	4,900.00	4,900.00
5,153.74	4,884.37	4,868.35	5,925.00	01-401-62055	POSTAGE	6,225.00	6,225.00
.00	37,589.96	36,688.53	40,399.00	01-401-62060	INSURANCE	39,700.00	39,700.00
24,950.00	25,500.00	26,250.00	30,433.00	01-401-62080	CONTRACT SVC - AUDIT	37,000.00	37,000.00
.00	848.55	1,267.50	3,500.00	01-401-62081	COMPUTER LICENSE	3,500.00	3,500.00
29,610.00	30,003.50	35,423.02	59,422.00	01-401-62082	CONTRACT SVC - COMPUTER	65,635.00	65,635.00
2,531.77	2,788.29	2,684.39	4,000.00	01-401-62090	CONTRACT SVC - CITY ADMIN EXP	4,000.00	4,000.00
17,897.00	14,445.00	12,211.00	18,000.00	01-401-62100	CONTRACT SVC - ATTORNEY	18,000.00	18,000.00
9,844.17	6,879.45	5,096.83	7,737.00	01-401-62110	CONTRACT SVC - MISC	8,225.00	8,225.00
3,608.34	2,766.12	2,432.63	3,260.00	01-401-62120	CONTRACT SVC - MACHINES	3,000.00	3,000.00
218.00	.00	.00	.00	01-401-62441	VEHICLE MAINTENANCE	.00	.00
16,202.45	15,242.54	13,850.87	16,000.00	01-401-62552	UTILITIES-CITY HALL	16,000.00	16,000.00
45.75	578.87	688.78	750.00	01-401-62870	MISC & LEGAL EXPENSES	.00	.00
<b>Total MATERIALS &amp; SERVICES:</b>						<b>234,685.00</b>	<b>234,685.00</b>

131,191.79	166,565.30	168,491.46	218,871.00			<b>234,685.00</b>	<b>234,685.00</b>
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2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>CAPITAL OUTLAY</b>							
.00	.00	1,987.00	6,000.00	01-401-63861	OFFICE FURNITURE	6,000.00	6,000.00
.00	390.55	6,695.17	7,000.00	01-401-63946	COMPUTER EQUIPMENT	8,000.00	8,000.00
Total CAPITAL OUTLAY:							
.00	390.55	8,672.17	13,000.00			14,000.00	14,000.00
<b>INTER-FUND TRANSFERS</b>							
5,208.00	.00	30,000.00	30,000.00	01-401-64001	TRANSFERS TO OTHER FUNDS	90,000.00	90,000.00
.00	.00	.00	.00	01-401-64003	TRANSFER TO STREET FUND	14,000.00	14,000.00
.00	30,000.00	.00	.00	01-401-64009	TO CAPITAL RESERVE FUND	.00	.00
79,889.76	79,889.76	66,574.80	80,456.00	01-401-64015	LOAN PMT - CAP RESRV FIRE STA	.00	.00
.00	.00	.00	.00	01-401-64017	TRANSFER TO CEMETERY TRUST	3,300.00	3,300.00
81,060.00	86,100.00	110,300.00	110,300.00	01-401-64052	TRNSFR TO EMERGENCY SVC FUND	97,020.00	97,020.00
Total INTER-FUND TRANSFERS:							
166,157.76	195,989.76	206,874.80	220,756.00			204,320.00	204,320.00
<b>DEBT SERVICE</b>							
2,393.80	4,787.60	.00	.00	01-401-66025	LOAN PMT REIMB PROJ CCHC LABO	.00	.00
Total DEBT SERVICE:							
2,393.80	4,787.60	.00	.00			.00	.00
Total ADMINISTRATION:							
714,645.52	800,757.78	804,434.49	986,901.00			991,349.00	991,349.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>PLANNING DEPARTMENT</b>							
<b>MATERIALS &amp; SERVICES</b>							
.00	175.00	.00	1,500.00	01-402-62020	TRAVEL & TRAINING	1,500.00	1,500.00
284.00	304.00	620.00	1,000.00	01-402-62037	LAND USE HEARING NOTICES	1,000.00	1,000.00
.00	.00	.00	.00	01-402-62038	LAND USE FILING FEES	.00	.00
175.00	.00	.00	.00	01-402-62040	REFUND PLANNING FEES	.00	.00
3,209.25	4,257.34	3,602.55	10,000.00	01-402-62075	CONTRACT SVC - PLANNING CITY	10,000.00	10,000.00
3,654.00	6,776.47	7,681.01	10,000.00	01-402-62080	CONTRACT SVC - PLANNING	10,000.00	10,000.00
.00	165.00	.00	10,000.00	01-402-62091	CONTRACT SVC - ENGINEERING	10,000.00	10,000.00
<b>Total MATERIALS &amp; SERVICES:</b>							
7,322.25	11,677.81	11,903.56	32,500.00			32,500.00	32,500.00
<b>Total PLANNING DEPARTMENT:</b>							
7,322.25	11,677.81	11,903.56	32,500.00			32,500.00	32,500.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>AGENCY DEPARTMENT MATERIALS &amp; SERVICES</b>							
3,463.32	.00	.00	.00	01-403-62060	INSURANCE	.00	.00
.00	.00	.00	70.00	01-403-62063	DRUG TESTING	70.00	70.00
2,961.88	1,050.00	.00	2,800.00	01-403-62081	CONTRACT SVC - TRT AUDIT	2,800.00	2,800.00
.00	5,000.00	5,000.00	5,000.00	01-403-62171	FIREWORKS	5,000.00	5,000.00
.00	.00	.00	.00	01-403-62869	MISCELLANEOUS EXPENSE	1,000.00	1,000.00
838.42	156.68	19.30	1,000.00	01-403-62870	MISC & LEGAL EXPENSES	.00	.00
<b>Total MATERIALS &amp; SERVICES:</b>							
7,263.62	6,206.68	5,019.30	8,870.00			8,870.00	8,870.00
<b>CAPITAL OUTLAY</b>							
.00	932.56	386.16	1,600.00	01-403-63946	COMPUTER EQUIPMENT	2,400.00	2,400.00
<b>Total CAPITAL OUTLAY:</b>							
.00	932.56	386.16	1,600.00			2,400.00	2,400.00
<b>Total AGENCY DEPARTMENT:</b>							
7,263.62	7,139.24	5,415.46	10,470.00			11,270.00	11,270.00

2015-16	2016-17	2017-18	2017-18	Account Number	Account Title	2018-19	2018-19
Prior year 2	Prior year	Current year	Current year			Proposed	Approved
Actual	Actual	Actual	Budget			Budget	Budget
<b>PROPERTY DEPARTMENT</b>							
<b>PERSONNEL SERVICES</b>							
3,232.80	6,184.56	3,144.80	7,596.00	01-404-61040	EXTRA LABOR	9,495.00	9,495.00
2,246.19	2,397.45	2,258.84	3,948.00	01-404-61050	FICA	3,719.00	3,719.00
2,127.44	2,013.95	1,101.05	2,872.00	01-404-61060	WORKERS COMP	2,298.00	2,298.00
30.83	29.44	24.92	49.00	01-404-61065	WORKERS BENEFIT FUND	38.00	38.00
15,830.33	7,195.29	4,253.12	9,332.00	01-404-61070	HEALTH INSURANCE	7,686.00	7,686.00
5,746.61	2,819.97	3,979.25	9,493.00	01-404-61080	PERS (PENSION)	8,439.00	8,439.00
221.41	25.48	30.30	52.00	01-404-61090	UNEMPLOYMENT	49.00	49.00
10,144.71	7,725.67	7,564.23	21,735.00	01-404-61152	FIELD MAINTENANCE SUPERVISOR	17,166.00	17,166.00
.00	.00	.00	.00	01-404-61153	UTILITY MAINTENANCE WORKER II	.00	.00
18,840.71	18,383.20	19,524.00	22,276.00	01-404-61155	UTILITY MAINTENANCE WORKER I	21,958.00	21,958.00
<b>Total PERSONNEL SERVICES:</b>						<b>70,848.00</b>	<b>70,848.00</b>
58,421.03	46,775.01	41,880.31	77,353.00				

<b>MATERIALS &amp; SERVICES</b>							
70.00	.00	.00	300.00	01-404-62020	TRAVEL & TRAINING	300.00	300.00
1,758.79	.00	.00	93.00	01-404-62060	INSURANCE	93.00	93.00
160.00	180.00	80.00	360.00	01-404-62063	DRUG TESTING	315.00	315.00
14.50	3.00	10.00	1,000.00	01-404-62110	CONTRACT SVC - MISC	100.00	100.00
.00	.00	11.10	10,000.00	01-404-62115	CONTRACT SVC - ABATEMENT	10,000.00	10,000.00
48.21	.00	.00	.00	01-404-62441	VEHICLE MAINTENANCE	.00	.00
7,163.38	2,953.80	2,401.09	15,000.00	01-404-62520	PROPERTY MAINT MATERIALS	15,000.00	15,000.00
.00	3,510.43	7,417.83	10,000.00	01-404-62525	HOLIDAY LIGHTS (BLDG/POLES)	5,000.00	5,000.00
230.34	1,275.97	780.26	1,500.00	01-404-62530	GASOLINE/OIL	1,500.00	1,500.00
1,163.04	771.83	821.32	1,400.00	01-404-62540	SANITARY SERVICES	1,200.00	1,200.00
11.38	.00	.00	.00	01-404-62551	UTILITIES	.00	.00
.00	49.77	77.57	50.00	01-404-62641	SPRING CLEANUP COSTS	50.00	50.00
32.52	.00	4.00	50.00	01-404-62642	FALL CLEANUP COSTS	50.00	50.00
120.00	.00	.00	150.00	01-404-62870	MISC & LEGAL EXPENSES	100.00	100.00
<b>Total MATERIALS &amp; SERVICES:</b>						<b>33,708.00</b>	<b>33,708.00</b>
10,772.16	8,744.80	11,603.17	39,903.00				

<b>INTER-FUND TRANSFERS</b>							
.00	5,000.00	.00	5,000.00	01-404-64009	TO CAPITAL RESERVE FUND	5,000.00	5,000.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>Total INTER-FUND TRANSFERS:</b>							
.00	5,000.00	.00	5,000.00			5,000.00	5,000.00
<b>Total PROPERTY DEPARTMENT:</b>							
69,193.19	60,519.81	53,483.48	122,256.00			109,556.00	109,556.00

2015-16	2016-17	2017-18	2017-18	Account Number	Account Title	2018-19	2018-19
Prior year 2	Prior year	Current year	Current year			Proposed	Approved
Actual	Actual	Actual	Budget			Budget	Budget
<b>MUSEUM</b>							
<b>MATERIALS &amp; SERVICES</b>							
1,730.23	1,900.32	1,808.24	1,750.00	01-407-62630	MUSEUM UTILITIES/EXPENSES	1,750.00	1,750.00
Total MATERIALS & SERVICES:							
1,730.23	1,900.32	1,808.24	1,750.00			1,750.00	1,750.00
Total MUSEUM:							
1,730.23	1,900.32	1,808.24	1,750.00			1,750.00	1,750.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>GOV'T/COMMUNITY RELATIONS PROG</b>							
<b>MATERIALS &amp; SERVICES</b>							
952.98	3,683.31	3,442.54	4,000.00	01-408-62020	TRAVEL & TRAINING	4,000.00	4,000.00
227.09	125.00	2,325.20	750.00	01-408-62022	SUPPORT COMMUNITY PROGRAMS	10,750.00	10,750.00
56.90	57.35	51.01	81.00	01-408-62023	WORKER'S COMP PREMIUMS	72.00	72.00
2,565.10	2,905.60	2,565.10	3,000.00	01-408-62025	SUBSIDIZE LOW-INCOME SR SEWER	3,000.00	8,000.00
1,500.00	1,500.00	1,500.00	1,500.00	01-408-62027	MID-COL COMM ACTION COUNCIL	1,500.00	1,500.00
1,000.00	1,000.00	1,000.00	1,000.00	01-408-62201	CONTRACT SVC - REVERSE 911	1,000.00	1,000.00
<b>Total MATERIALS &amp; SERVICES:</b>							
6,302.07	9,271.26	10,883.85	10,331.00			20,322.00	25,322.00
<b>Total GOV'T/COMMUNITY RELATIONS PROG:</b>							
6,302.07	9,271.26	10,883.85	10,331.00			20,322.00	25,322.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>POLICE DEPARTMENT MATERIALS &amp; SERVICES</b>							
99,408.96	103,514.04	83,600.00	91,200.00	01-419-62250	CONTRACT SVC - INC POLICE	99,444.00	99,444.00
<b>Total MATERIALS &amp; SERVICES:</b>							
99,408.96	103,514.04	83,600.00	91,200.00			99,444.00	99,444.00
<b>Total POLICE DEPARTMENT:</b>							
99,408.96	103,514.04	83,600.00	91,200.00			99,444.00	99,444.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
				01-422-65010	CONTINGENCY		
CONTINGENCY							
.00	.00	.00	36,942.00			76,065.00	77,183.00
Total CONTINGENCY:							
.00	.00	.00	36,942.00			76,065.00	77,183.00
Total CONTINGENCY:							
.00	.00	.00	36,942.00			76,065.00	77,183.00
Total Expenditure:							
905,865.84	994,780.26	971,529.08	1,292,350.00			1,342,256.00	1,348,374.00
Net Total GENERAL ADMINISTRATION FUND:							
247,574.54	270,925.73	213,628.71	.00			.00	.00

2015-16	2016-17	2017-18	2017-18	Account Number	Account Title	2018-19	2018-19
Prior Year 2	Prior Year	Current Year	Current Year			Proposed	Approved
Actual	Actual	Actual	Budget			Budget	Budget

**SYSTEM DEVELOPMENT FUND**

**SYSTEM DEVELOPMENT REVENUES**

74,035.00	135,587.00	280,894.00	252,000.00	02-305-40010	BEGINNING BALANCE	335,000.00	335,000.00
10,146.00	19,758.00	12,816.00	.00	02-305-40250	PARKS/RECREATION SDC	.00	.00
19,977.00	58,089.00	28,276.00	.00	02-305-40251	WATER SDC	.00	.00
30,852.00	65,321.00	50,860.00	.00	02-305-40252	SEWER SDC	.00	.00
577.46	2,139.33	3,749.31	1,700.00	02-305-43600	INTEREST INCOME	3,200.00	3,200.00

Total SYSTEM DEVELOPMENT REVENUES:

135,587.46	280,894.33	376,595.31	253,700.00			338,200.00	338,200.00
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Total Revenue:

135,587.46	280,894.33	376,595.31	253,700.00			338,200.00	338,200.00
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2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
.00	.00	.00	63,237.00	02-409-63901	PARKS/REC. SYS. DEVELOPMENT	74,625.00	74,625.00
<b>PARKS/RECREATION DEPARTMENT</b>							
<b>CAPITAL OUTLAY</b>							
Total CAPITAL OUTLAY:							
.00	.00	.00	63,237.00			74,625.00	74,625.00
<b>Total PARKS/RECREATION DEPARTMENT:</b>							
.00	.00	.00	63,237.00			74,625.00	74,625.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>WATER DEPARTMENT</b>							
<b>CAPITAL OUTLAY</b>							
.00	.00	2,808.00	84,337.00	02-421-63901	WATER SYSTEM DEVELOPMENT	109,982.00	109,982.00
Total CAPITAL OUTLAY:							
.00	.00	2,808.00	84,337.00			109,982.00	109,982.00
Total WATER DEPARTMENT:							
.00	.00	2,808.00	84,337.00			109,982.00	109,982.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
.00	.00	.00	106,126.00	02-431-63901	SEWER SYSTEM DEVELOPMENT	153,593.00	153,593.00
<b>SEWER DEPARTMENT CAPITAL OUTLAY</b>							
Total CAPITAL OUTLAY:							
.00	.00	.00	106,126.00			153,593.00	153,593.00
<b>Total SEWER DEPARTMENT:</b>							
.00	.00	.00	106,126.00			153,593.00	153,593.00
Total Expenditure:							
.00	.00	2,808.00	253,700.00			338,200.00	338,200.00
<b>Net Total SYSTEM DEVELOPMENT FUND:</b>							
135,587.46	280,694.33	373,787.31	.00			.00	.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>STREET FUND</b>							
<b>STREET REVENUES</b>							
127,973.00	115,313.00	117,597.00	95,000.00	03-305-40010	BEGINNING BALANCE	110,000.00	110,000.00
2,750.00	8,750.00	5,850.00	1,000.00	03-305-40030	PW TYPE A,B PERMIT STR/SIDW/LKS	1,500.00	1,500.00
72,713.28	74,132.23	56,567.79	69,000.00	03-305-40040	STATE GASOLINE APPORTIONMENT	94,000.00	94,000.00
.00	.00	.00	.00	03-305-40053	TRANSFER FROM GENERAL	14,000.00	14,000.00
672.89	1,137.80	1,502.16	500.00	03-305-43600	INTEREST INCOME	600.00	600.00
.00	.00	378.04	.00	03-305-43800	MISCELLANEOUS INCOME	.00	.00
<b>Total STREET REVENUES:</b>							
204,109.17	199,333.03	183,894.99	165,500.00			220,100.00	220,100.00
<b>Total Revenue:</b>							
204,109.17	199,333.03	183,894.99	165,500.00			220,100.00	220,100.00

2015-16	2016-17	2017-18	2017-18	2017-18	Account Number	Account Title	2018-19	2018-19
Prior year 2	Prior year	Current year	Current year	Current year			Proposed	Approved
Actual	Actual	Actual	Actual	Budget			Budget	Budget
<b>OPERATIONS DEPARTMENT</b>								
<b>PERSONNEL SERVICES</b>								
96.00	378.00	294.00	2,496.00		03-405-61040	EXTRA LABOR	3,120.00	3,120.00
1,698.23	1,632.30	575.05	1,949.00		03-405-61050	FICA	2,017.00	2,017.00
2,291.70	2,155.92	374.06	3,271.00		03-405-61060	WORKER'S COMP	3,155.00	3,155.00
18.43	16.11	4.38	24.00		03-405-61065	WORKER'S BENEFIT FUND	21.00	21.00
10,664.99	5,144.79	1,126.39	5,078.00		03-405-61070	HEALTH INSURANCE	4,477.00	4,477.00
4,843.78	2,892.90	1,265.45	4,956.00		03-405-61080	PERS (PENSION)	5,015.00	5,015.00
166.04	19.76	7.80	25.00		03-405-61090	UNEMPLOYMENT	26.00	26.00
8,092.89	9,229.46	3,326.76	8,892.00		03-405-61152	FIELD MAINTENANCE SUPERVISOR	9,363.00	9,363.00
.00	.00	.00	.00		03-405-61154	UTILITY MAINTENANCE WORKER II	.00	.00
15,550.79	12,068.39	4,042.05	14,087.00		03-405-61155	UTILITY MAINTENANCE WORKER I	13,885.00	13,885.00
12,387.00	15,066.00	12,475.80	14,971.00		03-405-61750	ADMIN OH-STREET PERSONNEL SVC	14,855.00	14,855.00
<b>Total PERSONNEL SERVICES:</b>								
55,809.65	48,603.63	23,491.74	55,749.00				55,934.00	55,934.00

2015-16	2016-17	2017-18	2017-18	2017-18	Account Number	Account Title	2018-19	2018-19
Prior year 2	Prior year	Current year	Current year	Current year			Proposed	Approved
Actual	Actual	Actual	Actual	Budget			Budget	Budget
<b>MATERIALS &amp; SERVICES</b>								
60.00	40.00	.00	500.00		03-405-62020	TRAVEL & TRAINING	200.00	200.00
204.83	72.48	35.94	120.00		03-405-62050	TELEPHONE	100.00	100.00
3,262.24	1,429.33	1,404.71	1,492.00		03-405-62060	INSURANCE	1,421.00	1,421.00
1,255.00	1,030.50	662.50	2,500.00		03-405-62080	CONTRACT SVC -PW SUPERINTENDT	2,500.00	2,500.00
.00	.00	.00	1,000.00		03-405-62091	CONTRACT SVC - ENGINEERING	1,000.00	1,000.00
2,500.00	.00	.00	2,500.00		03-405-62110	CONTRACT SVC - MISC	1,500.00	1,500.00
432.46	1,458.57	417.67	3,000.00		03-405-62441	VEHICLE MAINTENANCE	3,000.00	3,000.00
1,482.50	1,929.76	1,612.44	1,500.00		03-405-62530	GASOLINE/OIL	1,500.00	1,500.00
3,014.94	3,874.37	4,118.65	6,000.00		03-405-62560	MATERIALS, PARTS, SUPPLIES	6,000.00	6,000.00
174.98	28.34	43.33	300.00		03-405-62561	CREW WORK CLOTHING	300.00	300.00
2,058.00	2,270.04	1,850.00	2,220.00		03-405-62950	ADMIN OH-STREET MATRL/SVC	2,224.00	2,210.00
<b>Total MATERIALS &amp; SERVICES:</b>								
14,444.95	12,133.39	10,145.24	21,132.00				19,745.00	19,731.00

2015-16	2016-17	2017-18	2017-18	2017-18	Account Number	Account Title	2018-19	2018-19
Prior year 2	Prior year	Current year	Current year	Current year			Proposed	Approved
Actual	Actual	Actual	Actual	Budget			Budget	Budget
<b>CAPITAL OUTLAY</b>								
.00	.00	.00	.00		03-405-63139	STREET SIGNS	10,000.00	10,000.00
.00	.00	.00	10,000.00		03-405-63141	SANDER	.00	.00
.00	.00	.00	15,000.00		03-405-63170	PUBLIC CROSSING-HERM N CREEK L	15,000.00	15,000.00
3,950.00	.00	.00	10,000.00		03-405-63182	STREET PAVING PROJECTS	10,000.00	10,000.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
Total CAPITAL OUTLAY:							
3,950.00	.00	.00	35,000.00			35,000.00	35,000.00
INTER-FUND TRANSFERS							
14,988.00	20,000.00	10,000.00	10,000.00	03-405-64009	TO CAPITAL RESERVE FUND	30,000.00	30,000.00
.00	704.00	690.00	690.00	03-405-64015	TO CAP RES FND-BIKE PATH/SDWLK	940.00	940.00
.00	.00	.00	.00	03-405-64019	TO GRANT FUND - GRANT MATCH	20,000.00	20,000.00
Total INTER-FUND TRANSFERS:							
14,988.00	20,704.00	10,690.00	10,690.00			50,940.00	50,940.00
CONTINGENCY							
.00	.00	.00	42,929.00	03-405-65010	CONTINGENCY	58,481.00	58,495.00
Total CONTINGENCY:							
.00	.00	.00	42,929.00			58,481.00	58,495.00
Total OPERATIONS DEPARTMENT:							
89,192.60	81,441.02	44,326.98	165,500.00			220,100.00	220,100.00
Total Expenditure:							
89,192.60	81,441.02	44,326.98	165,500.00			220,100.00	220,100.00
Net Total STREET FUND:							
114,916.57	117,892.01	139,568.01	.00			.00	.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>EMERGENCY SERVICES FUND</b>							
<b>EMERGENCY SERVICES REVENUES</b>							
102,237.00	64,817.00	6,690.00	90,000.00	05-305-40010	BEGINNING BALANCE	100,000.00	100,000.00
6,493.00	.00	.00	.00	05-305-40085	TRANSFER FROM CAPITAL RESERVE	.00	.00
81,060.00	86,100.00	90,300.00	90,300.00	05-305-43100	PROPERTY TAXES TRNSF FRM GENE	97,020.00	97,020.00
73,041.99	50,948.88	49,678.18	100,000.00	05-305-43201	FIRE/AMB SERVICE FEES	100,000.00	100,000.00
1,207.50	1,008.00	1,008.00	1,000.00	05-305-43202	FIRE MED/LIFE FLIGHT CONTRACTS	1,000.00	1,000.00
416.00	688.00	.00	500.00	05-305-43203	RURAL FIRE PROTECTION CONTRACT	500.00	500.00
20,000.00	20,000.00	10,000.00	20,000.00	05-305-43204	MULTNOMAH COUNTY CONTRACT	20,000.00	20,000.00
.00	.00	.00	25,000.00	05-305-43206	PORT OF CASCADE LOCKS	25,000.00	25,000.00
25.00	.00	75.00	.00	05-305-43250	PERMIT FEES	.00	.00
182.45	174.08	457.46	100.00	05-305-43600	INTEREST INCOME	100.00	100.00
6,003.16	3,864.00	168,398.11	3,500.00	05-305-43800	MISCELLANEOUS INCOME	3,500.00	3,500.00
.00	.00	20,000.00	20,000.00	05-305-43900	TRNSFR FROM OTHER FUNDS	.00	.00
79,889.76	79,889.76	66,574.80	80,456.00	05-305-43901	TRANSFR FR GEN-FIRE HALL DEBT	.00	.00
60,723.16	62,281.36	59,678.39	60,000.00	05-305-43903	EMS SUPPORT FEES	60,000.00	60,000.00
.00	.00	30,000.00	30,000.00	05-305-43910	TRANSFER FR OTHER FNDS-GENER	90,000.00	90,000.00
<b>Total EMERGENCY SERVICES REVENUES:</b>							
431,279.02	369,741.08	502,859.94	520,856.00			497,120.00	497,120.00
<b>Total Revenue:</b>							
431,279.02	369,741.08	502,859.94	520,856.00			497,120.00	497,120.00

2015-16	2016-17	2017-18	2017-18	Account Number	Account Title	2018-19	2018-19
Prior year 2	Prior year	Current year	Current year			Proposed	Approved
Actual	Actual	Actual	Budget			Budget	Budget

**EMERGENCY SERVICES EXPENDITURE**

<b>PERSONNEL SERVICES</b>							
.00	.00	23,112.50	34,944.00	05-405-61032	FIRE FIGHTER/EMT	34,445.00	34,445.00
36,283.07	50,378.34	.00	49,773.00	05-405-61033	STATION CAPTAIN	.00	.00
42,447.07	43,971.39	39,653.00	39,520.00	05-405-61034	FIRE FIGHTER/PARAMEDIC	40,903.00	40,903.00
.00	.00	53,830.55	.00	05-405-61035	FIRE CHIEF	52,263.00	52,263.00
.00	576.00	6,100.58	2,520.00	05-405-61037	STAFF OVERTIME	2,520.00	2,520.00
3,910.00	1,660.00	10,957.50	2,520.00	05-405-61042	VOLUNTEER STIPEND	11,200.00	11,200.00
6,305.40	7,235.12	9,609.79	9,890.00	05-405-61050	FICA	10,812.00	10,812.00
3,241.72	4,657.71	6,366.59	9,198.00	05-405-61060	WORKERS COMP	8,947.00	8,947.00
54.87	67.27	79.25	113.00	05-405-61065	WORKERS BENEFIT FUND	96.00	96.00
8,850.09	10,031.36	17,407.85	23,812.00	05-405-61070	HEALTH INSURANCE	24,797.00	24,797.00
12,555.30	13,752.90	18,711.83	33,509.00	05-405-61080	PERS (PENSION)	34,398.00	34,398.00
586.45	73.38	127.52	132.00	05-405-61090	UNEMPLOYMENT	141.00	141.00
47,748.00	54,143.04	63,004.20	75,605.00	05-405-61750	ADMIN OH-EMS PERSONNEL SVC	79,747.00	79,747.00
<b>Total PERSONNEL SERVICES:</b>						<b>300,269.00</b>	<b>300,269.00</b>

**MATERIALS & SERVICES**

67.67	.00	.00	.00	05-405-62010	OFFICE SUPPLIES	.00	.00
264.00	.00	.00	500.00	05-405-62017	SHOTS/IMMUNIZATIONS/MED EVAL	500.00	500.00
2,043.75	1,018.74	1,292.95	3,000.00	05-405-62020	TRAVEL & TRAINING	3,000.00	3,000.00
7,860.00	4,618.40	6,808.00	10,000.00	05-405-62024	INTERN SCHOLARSHIP	10,000.00	10,000.00
244.60	.00	428.65	300.00	05-405-62028	AWARDS	400.00	400.00
291.07	1,114.31	1,676.02	1,500.00	05-405-62029	UNIFORMS	1,500.00	1,500.00
545.00	946.05	655.00	700.00	05-405-62030	DUES, PUBLICATIONS, NOTICES	700.00	700.00
1,862.93	1,916.26	2,736.50	2,000.00	05-405-62060	TELEPHONE	2,700.00	2,700.00
.00	9.04	7.50	20.00	05-405-62065	POSTAGE	20.00	20.00
17,865.88	14,068.68	14,141.73	14,882.00	05-405-62060	INSURANCE	14,294.00	14,294.00
120.00	570.00	240.00	300.00	05-405-62065	DRUG TESTING	315.00	315.00
477.24	849.25	46.00	500.00	05-405-62110	CONTRACT SVC - MISC	500.00	500.00
3,720.00	3,320.00	1,960.00	4,500.00	05-405-62111	CONTRACT SVC - SPRINGFIELD	4,500.00	4,500.00
1,500.00	.00	.00	1,500.00	05-405-62112	CONTRACT SVC - VOLUNTEER ASSN.	1,500.00	1,500.00
2,888.00	2,888.00	2,888.00	3,000.00	05-405-62113	CONTRACT SVC - EMERG REPORTIN	3,608.00	3,608.00
747.29	970.72	1,207.22	1,000.00	05-405-62311	FIRE CHIEF ASSN/CSCD SYS RSRCE	1,200.00	1,200.00
426.64	426.64	426.64	500.00	05-405-62312	PHYSICIAN ADVISORY INSURANCE	500.00	500.00
881.54	2,109.43	1,778.58	2,500.00	05-405-62360	SUPPLIES/MATERIALS - FIRE	2,500.00	2,500.00
5,632.00	6,446.80	5,690.31	7,000.00	05-405-62361	SUPPLIES/MATERIALS - AMBULANCE	7,000.00	7,000.00

Budget Worksheet - Approved  
Period: 00/18

City of Cascade Locks

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
4,078.90	4,221.43	4,420.15	7,000.00	05-405-62420	GASOLINE/OIL	7,000.00	7,000.00
4,794.98	3,998.31	4,917.74	3,000.00	05-405-62421	PROPANE	3,000.00	3,000.00
6,401.90	7,218.70	6,177.65	7,000.00	05-405-62439	UTILITIES	7,000.00	7,000.00
8,375.80	2,907.34	1,401.07	2,500.00	05-405-62440	BUILDING MAINTENANCE	2,500.00	2,500.00
7,089.30	4,760.09	19,461.13	8,000.00	05-405-62441	EQUIP/VEHICLE MAINTENANCE	8,000.00	8,000.00
.00	.00	449.15	1,000.00	05-405-62442	RADIO MAINTENANCE/REPLACEMENT	1,000.00	1,000.00
2,235.00	.00	.00	.00	05-405-62443	MAINT AGREEMENT - LIFE PAK	.00	.00
1,997.90	2,044.90	1,975.25	2,250.00	05-405-62446	ANNUAL HOSE/LADDER TESTING	2,250.00	2,250.00
650.00	650.00	650.00	1,000.00	05-405-62448	ANNUAL PUMP TESTING	1,000.00	1,000.00
1,140.00	.00	.00	.00	05-405-62449	SCBA HYDRO TESTING	.00	.00
22.43	5.76	11.73	100.00	05-405-62880	UNCOLLECTIBLE ACCOUNTS	100.00	100.00
315.00	725.00	410.00	1,000.00	05-405-62860	REGULATORY/LICENSING FEES	1,000.00	1,000.00
8,220.96	10,032.96	8,445.00	10,134.00	05-405-62950	ADMIN OH-EMS MATRL/SVC	11,120.00	11,046.00
<b>Total MATERIALS &amp; SERVICES:</b>						<b>98,707.00</b>	<b>98,633.00</b>
92,759.78	77,826.61	89,481.97	96,486.00				
<b>CAPITAL OUTLAY</b>							
.00	11,330.42	405.98	.00	05-405-63000	BUILDINGS & IMPROVEMENT	.00	.00
.00	.00	.00	2,000.00	05-405-63010	FIRE EQUIPMENT	2,000.00	2,000.00
.00	5,000.00	.00	.00	05-405-63015	HEAT PUMP	.00	.00
3,975.96	.00	.00	6,000.00	05-405-63020	BUNKER GEAR	6,000.00	6,000.00
1,331.18	.00	.00	2,000.00	05-405-63025	RESCUE EQUIPMENT	2,000.00	2,000.00
.00	.00	.00	1,500.00	05-405-63030	MEDICAL EQUIPMENT	14,000.00	14,000.00
.00	.00	.00	20,000.00	05-405-63046	SCBA TANK REPLACEMENT	20,000.00	20,000.00
719.31	.00	.00	2,000.00	05-405-63047	VEHICLE TIRES	3,000.00	3,000.00
22,332.60	.00	.00	.00	05-405-63155	NEW VEHICLES	.00	.00
.00	.00	.00	2,000.00	05-405-63946	COMPUTER EQUIPMENT	2,000.00	2,000.00
<b>Total CAPITAL OUTLAY:</b>						<b>49,000.00</b>	<b>49,000.00</b>
28,359.05	16,330.42	405.98	35,500.00				
<b>CONTINGENCY</b>							
.00	.00	.00	24,418.00	05-405-65010	CONTINGENCY	46,684.00	46,758.00
<b>Total CONTINGENCY:</b>						<b>46,684.00</b>	<b>46,758.00</b>
.00	.00	.00	24,418.00				

2015-16	2016-17	2017-18	2017-18	Account Number	Account Title	2018-19	2018-19
Prior year 2	Prior year	Current year	Current year			Proposed	Approved
Actual	Actual	Actual	Budget			Budget	Budget
<b>DEBT SERVICE</b>							
79,889.76	79,889.76	66,574.80	80,456.00	05-405-66009	LOAN PMT TO CAP RESV FIRE STAT	.00	.00
2,459.04	2,459.04	2,049.20	2,460.00	05-405-66015	LOAN PMT TO CAP RESV FIRE TRUC	2,460.00	2,460.00
<b>Total DEBT SERVICE:</b>							
82,348.80	82,348.80	68,624.00	82,916.00			2,460.00	2,460.00
<b>Total EMERGENCY SERVICES EXPENDITURE:</b>							
365,449.60	363,052.34	407,473.11	520,856.00			497,120.00	497,120.00
<b>Total Expenditure:</b>							
365,449.60	363,052.34	407,473.11	520,856.00			497,120.00	497,120.00
<b>Net Total EMERGENCY SERVICES FUND:</b>							
65,829.42	6,688.74	95,386.83	.00			.00	.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>GRANT FUND</b>							
<b>GRANT REVENUE</b>							
51,299.00	70,216.00	7,626.00	.00	07-305-40010	BEGINNING BALANCE	.00	.00
.00	.00	.00	.00	07-305-40028	STREET PAVING GRANT (SCA)	100,000.00	100,000.00
63,499.00	66,086.00	.00	.00	07-305-40031	IFA WASTEWTR MASTER PLAN GRAN	.00	.00
.00	.00	.00	12,000.00	07-305-40032	BRIDGE OF THE GODS MURAL REST	.00	.00
.00	.00	.00	3,000.00	07-305-40033	PORT OF CL - BRIDGE MURAL	.00	.00
.00	.00	.00	.00	07-305-40038	HUB GRANT (NEW SOURCE)	100,000.00	100,000.00
4,000.00	.00	.00	4,000.00	07-305-40039	CYCLE OREGON GRANT (TOURISM)	4,000.00	4,000.00
.00	.00	12,015.00	125,000.00	07-305-40040	HUB GRANT	125,000.00	125,000.00
.00	.00	.00	.00	07-305-43003	TRNSF FR STREET-GRANT MATCH	20,000.00	20,000.00
.00	.00	.00	50,000.00	07-305-43004	TRNSF FR CAP RESRVE STRT GR MA	75,000.00	75,000.00
.00	.00	.00	3,000.00	07-305-43008	TRANSFER FROM TOURISM (MATCH)	.00	.00
1,000.00	.00	1,000.00	1,000.00	07-305-43391	DEPT. OF LND CONSV GRANT-PLAN	1,000.00	1,000.00
.00	.00	.00	.00	07-305-43394	PLANNING GRANT	25,000.00	25,000.00
4,295.45	.00	.00	.00	07-305-43397	CIS RISK MANAGEMENT GRANT	.00	.00
500.00	.00	.00	.00	07-305-43800	MISCELLANEOUS INCOME	.00	.00
<b>Total GRANT REVENUE:</b>							
144,593.45	136,302.00	5,389.00	198,000.00			450,000.00	450,000.00
<b>Total Revenue:</b>							
144,593.45	136,302.00	5,389.00	198,000.00			450,000.00	450,000.00

2015-16	2016-17	2017-18	2017-18			2018-19	2018-19
Prior year 2	Prior year	Current year	Current year	Account Number	Account Title	Proposed	Approved
Actual	Actual	Actual	Budget			Budget	Budget
<b>GRANT EXPENDITURES</b>							
<b>MATERIALS &amp; SERVICES</b>							
.00	11,625.00	5,250.00	175,000.00	07-405-62114	CONTRACT SVC - HUB GRANT	304,000.00	304,000.00
.00	1,000.00	48.00	1,000.00	07-405-62115	CONTRACT SVC - DLCD	1,000.00	1,000.00
.00	.00	.00	.00	07-405-62117	PLANNING GRANT	25,000.00	25,000.00
.00	.00	.00	.00	07-405-62128	STREET PAVING GRANT (SCA)	120,000.00	120,000.00
69,581.65	66,086.25	.00	.00	07-405-62131	CONTRACT SVC-FA WW MASTR PLA	.00	.00
.00	.00	.00	18,000.00	07-405-62132	BRIDGE OF THE GODS MURAL REST	.00	.00
4,295.45	.00	.00	4,000.00	07-405-62560	MATERIALS & SUPPLIES	.00	.00
<b>Total MATERIALS &amp; SERVICES:</b>							
73,877.10	78,711.25	5,298.00	198,000.00			450,000.00	450,000.00
<b>INTER-FUND TRANSFERS</b>							
500.00	.00	.00	.00	07-405-64054	TRANSFER TO TOURISM	.00	.00
.00	65,217.14	.00	.00	07-405-64056	TRANSFER TO CAPITAL RESERVE	.00	.00
<b>Total INTER-FUND TRANSFERS:</b>							
500.00	65,217.14	.00	.00			.00	.00
<b>Total GRANT EXPENDITURES:</b>							
74,377.10	143,928.39	5,298.00	198,000.00			450,000.00	450,000.00
<b>Total Expenditure:</b>							
74,377.10	143,928.39	5,298.00	198,000.00			450,000.00	450,000.00
<b>Net Total GRANT FUND:</b>							
70,216.35	7,626.39-	91.00	.00			.00	.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>TOURISM FUND</b>							
<b>TOURISM REVENUES</b>							
40,149.00	69,380.00	83,976.00	100,000.00	08-305-40010	BEGINNING BALANCE	54,030.00	54,030.00
65,608.47	68,412.22	46,492.83	66,000.00	08-305-40080	ROOM ASSESSMENT INCOME	66,000.00	66,000.00
302.92	706.05	991.76	1,000.00	08-305-43600	INTEREST INCOME	1,000.00	1,000.00
.00	.15	.00	.00	08-305-43652	CITY GARAGE SALE REVENUE	.00	.00
1,333.70	1,199.00	3,270.25	2,000.00	08-305-43800	MISCELLANEOUS INCOME	2,000.00	2,000.00
500.00	.00	.00	.00	08-305-43815	TRANSFER FROM GRANTS	.00	.00
<b>Total TOURISM REVENUES:</b>							
108,094.09	139,697.42	134,730.84	169,000.00			123,030.00	123,030.00
<b>Total Revenue:</b>							
108,094.09	139,697.42	134,730.84	169,000.00			123,030.00	123,030.00

2015-16	2016-17	2017-18	2017-18	Account Number	Account Title	2018-19	2018-19
Prior year 2	Prior year	Current year	Current year			Proposed	Approved
Actual	Actual	Actual	Budget			Budget	Budget
<b>TOURISM EXPENDITURES</b>							
<b>MATERIALS &amp; SERVICES</b>							
13.19	.00	.00	.00	08-405-62010	OFFICE SUPPLIES	.00	.00
496.10	625.00	1,922.03	3,000.00	08-405-62020	TRAVEL & TRAINING	3,000.00	3,000.00
7.35	.00	31.05	300.00	08-405-62055	POSTAGE	300.00	300.00
146.96	48.17	.00	120.00	08-405-62071	UTILITIES (SIGNAGEMEB HOSTNG)	120.00	120.00
800.00	1,000.00	1,000.00	1,000.00	08-405-62080	CONTRACT SVC - AUDIT	1,000.00	1,000.00
510.00	450.00	.00	1,200.00	08-405-62081	CONTRACT SVC - TRT AUDIT	1,200.00	1,200.00
1,500.00	2,291.13	3,311.59	3,300.00	08-405-62101	CONTRACT SVC - BROCHURE DIST	3,300.00	3,300.00
15,663.20	20,794.02	36,240.16	25,000.00	08-405-62110	CONTRACT SVC - MISC	25,000.00	25,000.00
1,846.00	764.00	100.00	2,000.00	08-405-62113	DUES, PUBLICATIONS, NOTICES	2,000.00	2,000.00
.00	19,748.37	19,858.34	50,000.00	08-405-62114	TOURISM SUPPORT	38,000.00	38,000.00
2,502.05	.00	.00	.00	08-405-62115	TOURISM EVENT PROMOTION	.00	.00
11,688.48	.00	.00	.00	08-405-62160	ADV & DISPLAY FEES	.00	.00
1,540.96	.00	.00	.00	08-405-62170	SPECIAL PROMOTIONS	.00	.00
<b>Total MATERIALS &amp; SERVICES:</b>							
36,714.29	45,720.69	62,463.17	85,920.00			73,920.00	73,920.00
<b>INTER-FUND TRANSFERS</b>							
2,000.00	10,000.00	50,000.00	50,000.00	08-405-64009	TO CAPITAL RESERVE FUND	30,000.00	30,000.00
.00	.00	.00	3,000.00	08-405-64060	TO GRANTS FUND #7	.00	.00
<b>Total INTER-FUND TRANSFERS:</b>							
2,000.00	10,000.00	50,000.00	53,000.00			30,000.00	30,000.00
<b>CONTINGENCY</b>							
.00	.00	.00	30,080.00	08-405-65010	CONTINGENCY	19,110.00	19,110.00
<b>Total CONTINGENCY:</b>							
.00	.00	.00	30,080.00			19,110.00	19,110.00
<b>Total TOURISM EXPENDITURES:</b>							
38,714.29	55,720.69	112,463.17	169,000.00			123,030.00	123,030.00
<b>Total Expenditure:</b>							
38,714.29	55,720.69	112,463.17	169,000.00			123,030.00	123,030.00



2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>CEMETERY FUND</b>							
<b>CEMETERY REVENUES</b>							
4,846.00	3,131.00	3,874.00	2,000.00	17-305-40010	BEGINNING BALANCE	2,000.00	2,000.00
2,000.00	2,785.00	3,039.00	3,039.00	17-305-43028	TRANSFER FROM CEMETERY TRUST	3,300.00	3,300.00
1,147.50	340.00	1,190.00	1,000.00	17-305-43561	SALE OF CEMETERY PLOTS	1,000.00	1,000.00
1,050.00	1,750.00	850.00	1,000.00	17-305-43562	OPENING/CLOSING FEES	1,000.00	1,000.00
875.00	825.00	375.00	300.00	17-305-43563	OTHER CEMETERY FEES	300.00	300.00
20.84	48.84	41.10	25.00	17-305-43600	INTEREST INCOME	25.00	25.00
<b>Total CEMETERY REVENUES:</b>						<b>7,625.00</b>	<b>7,625.00</b>
<b>Total Revenue:</b>						<b>7,625.00</b>	<b>7,625.00</b>

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>CEMETERY EXPENDITURES</b>							
<b>PERSONNEL SERVICES</b>							
194.99	200.23	68.45	278.00	17-405-61050	FICA	307.00	307.00
169.84	127.13	32.10	310.00	17-405-61060	WORKER'S COMP	307.00	307.00
2.90	2.71	.94	4.00	17-405-61065	WORKER'S BENEFIT FUND	3.00	3.00
1,422.45	511.45	77.32	499.00	17-405-61070	HEALTH INSURANCE	394.00	394.00
559.97	114.91	67.36	460.00	17-405-61080	PERS (PENSION)	460.00	460.00
19.25	2.84	.94	4.00	17-405-61090	UNEMPLOYMENT	4.00	4.00
2,784.53	2,642.25	899.86	3,632.00	17-405-61150	WAGES	4,010.00	4,010.00
<b>Total PERSONNEL SERVICES:</b>							
5,153.93	3,601.32	1,146.97	5,187.00			5,485.00	5,485.00
<b>MATERIALS &amp; SERVICES</b>							
129.36	129.89	23.94	300.00	17-405-62519	HEADSTONES SET	300.00	300.00
314.17	265.90	161.37	537.00	17-405-62520	PROPERTY MAINT MATERIALS	500.00	500.00
339.60	339.60	458.36	340.00	17-405-62551	UTILITIES (WATER)	340.00	340.00
903.50	630.00	630.00	1,000.00	17-405-62870	MISC & LEGAL EXPENSES	1,000.00	1,000.00
<b>Total MATERIALS &amp; SERVICES:</b>							
1,686.63	1,365.19	1,273.67	2,177.00			2,140.00	2,140.00
<b>Total CEMETERY EXPENDITURES:</b>							
6,840.56	4,966.51	2,420.64	7,364.00			7,625.00	7,625.00
<b>Total Expenditure:</b>							
6,840.56	4,966.51	2,420.64	7,364.00			7,625.00	7,625.00
<b>Net Total CEMETERY FUND:</b>							
3,098.78	3,913.13	6,948.46	.00			.00	.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
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**WATER FUND**

**WATER REVENUES**

120,405.00	142,426.00	193,846.00	150,000.00	21-305-40010	BEGINNING BALANCE	150,000.00	150,000.00
221,321.92	220,469.92	222,517.15	230,000.00	21-305-40210	WATER SALES	230,000.00	230,000.00
7,500.01	7,894.38	7,622.58	8,100.00	21-305-40211	METER MAINTENANCE FEES	9,000.00	9,000.00
9,870.61	10,331.70	9,985.03	10,000.00	21-305-40213	HYDRANT MAINTENANCE FEES	10,000.00	10,000.00
.00	.00	26,660.42	.00	21-305-40222	WATER SYSTEM IMPROVEMENT	200,189.00	200,189.00
.00	.00	3,333.39	.00	21-305-40223	CORROSION CONTROL TREATMENT	13,650.00	13,650.00
3,600.00	3,600.00	787.08	3,600.00	21-305-43056	FROM ELECTRIC	3,600.00	3,600.00
250.97	.00	3,600.00	350.00	21-305-43600	INTEREST INCOME	350.00	350.00
16,405.00	36,638.00	22,144.00	3,000.00	21-305-43700	CONNECT FEES	10,000.00	10,000.00
9,759.78	19,077.18	15,215.45	10,000.00	21-305-43701	REIMBURSABLE PROJECTS	10,000.00	10,000.00
454.13	187.12	7,164.06	500.00	21-305-43800	MISCELLANEOUS INCOME	500.00	500.00
208,181.00	.00	1,965,057.81	3,764,515.00	21-305-43820	WATER SYSTEM UPGRADE LOAN	3,764,515.00	3,764,515.00
<b>Total WATER REVENUES:</b>						<b>4,401,804.00</b>	<b>4,401,804.00</b>

597,748.42	440,624.30	2,477,932.97	4,180,065.00
<b>Total Revenue:</b>			
597,748.42	440,624.30	2,477,932.97	4,180,065.00

4,401,804.00	4,401,804.00
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2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>WATER EXPENDITURES</b>							
<b>PERSONNEL SERVICES</b>							
86.40	213.60	531.36	600.00	21-405-61040	EXTRA LABOR	750.00	750.00
2,912.55	3,330.76	3,531.85	3,378.00	21-405-61050	FICA	3,588.00	3,588.00
1,667.23	1,892.39	2,967.89	2,837.00	21-405-61060	WORKER'S COMP	2,943.00	2,943.00
30.90	30.12	28.51	40.00	21-405-61065	WORKER'S BENEFIT FUND	34.00	34.00
15,776.69	11,365.44	8,731.21	8,325.00	21-405-61070	HEALTH INSURANCE	7,771.00	7,771.00
8,094.04	6,033.66	8,365.49	9,394.00	21-405-61080	PERS (PENSION)	9,954.00	9,954.00
282.34	27.98	47.71	44.00	21-405-61090	UNEMPLOYMENT	47.00	47.00
18,604.40	16,948.89	23,980.15	13,337.00	21-405-61152	FIELD MAINTENANCE SUPERVISOR	16,126.00	16,126.00
.00	.00	.00	.00	21-405-61154	UTILITY MAINTENANCE WORKER II	.00	.00
17,934.80	17,948.35	12,076.24	19,328.00	21-405-61155	UTILITY MAINTENANCE WORKER I	19,053.00	19,053.00
.00	187.16	2,256.74	1,161.00	21-405-61157	OVERTIME	1,177.00	1,177.00
391.63	3,979.45	4,163.45	4,806.00	21-405-61158	STANDBY TIME	4,878.00	4,878.00
1,861.09	2,632.27	2,170.63	2,460.00	21-405-61590	METER READING	2,458.00	2,458.00
1,771.49	2,655.77	2,170.63	2,460.00	21-405-61591	METER READING - ELEC	2,458.00	2,458.00
20,343.96	25,103.04	20,866.70	25,028.00	21-405-61750	ADMIN OH-WATER PERSONNEL SVC	25,761.00	25,761.00
<b>Total PERSONNEL SERVICES:</b>						<b>96,998.00</b>	<b>96,998.00</b>

<b>MATERIALS &amp; SERVICES</b>							
727.55	310.00	415.30	1,000.00	21-405-62020	TRAVEL & TRAINING	500.00	500.00
942.15	333.24	585.36	800.00	21-405-62030	DUES, PUBLICATIONS, NOTICES	700.00	700.00
1,729.97	1,782.12	1,592.38	2,000.00	21-405-62050	TELEPHONE	1,800.00	1,800.00
7,372.46	1,207.45	1,196.57	1,264.00	21-405-62060	INSURANCE	1,835.00	1,835.00
25,202.76	24,311.89	22,181.15	22,500.00	21-405-62070	UTILITIES	24,000.00	24,000.00
4,166.25	2,804.50	1,162.50	15,000.00	21-405-62080	CONTRACT SVC - PW SUPERINTENDT	15,000.00	15,000.00
981.00	1,041.25	1,250.00	1,075.00	21-405-62081	COMPUTER LICENSE	1,500.00	1,500.00
.00	.00	.00	12,000.00	21-405-62091	CONTRACT SVC - ENGINEERING	12,000.00	12,000.00
9,659.14	7,360.13	4,209.00	12,000.00	21-405-62110	CONTRACT SVC - MISC	10,000.00	10,000.00
3,411.76	3,811.55	1,409.26	5,000.00	21-405-62150	WATER SAMPLING	5,000.00	5,000.00
8,970.00	8,970.00	7,493.63	8,970.00	21-405-62435	USE OF CITY PROPERTY	8,970.00	8,970.00
1,878.07	2,728.05	1,774.88	4,000.00	21-405-62441	VEHICLE MAINTENANCE	4,000.00	4,000.00
2,156.48	3,061.57	2,090.29	3,000.00	21-405-62530	GASOLINE/OIL	3,000.00	3,000.00
21,704.36	32,424.16	40,321.84	60,000.00	21-405-62560	MATERIALS, PARTS, SUPPLIES	33,573.00	33,573.00
229.96	43.32	159.98	300.00	21-405-62561	CREW WORK CLOTHING	300.00	300.00
1,684.88	1,690.00	1,660.00	2,000.00	21-405-62650	CHLORINATION	2,000.00	2,000.00
11,066.09	11,023.50	10,140.47	11,500.00	21-405-62660	INTERNAL PAYMENTS: WATER (5%)	11,500.00	11,500.00

2015-16	2016-17	2017-18	2017-18			2018-19	2018-19
Prior year 2	Prior year	Current year	Current year	Account Number	Account Title	Proposed	Approved
Actual	Actual	Actual	Budget			Budget	Budget
119.57	.00	65.94	200.00	21-405-62680	UNCOLLECTIBLE ACCOUNTS	200.00	200.00
445.52	182.89	40.55	21,000.00	21-405-62870	MISC & LEGAL EXPENSES	1,000.00	1,000.00
15,018.00	19,317.96	17,956.70	21,548.00	21-405-62950	ADMIN OH-WATER MATRLS/SVC	17,378.00	17,262.00
Total MATERIALS & SERVICES:							
117,365.99	122,403.68	115,704.80	205,157.00			154,256.00	154,140.00
<b>CAPITAL OUTLAY</b>							
.00	.00	.00	.00	21-405-63004	SYSTEM IMPROVEMENTS	.00	.00
.00	.00	.00	.00	21-405-63112	CONCRETE SAW	3,500.00	3,500.00
.00	.00	.00	.00	21-405-63432	PIPE/FITTINGS	10,000.00	10,000.00
.00	.00	.00	.00	21-405-63471	WATER METERS	10,000.00	10,000.00
.00	1,944.00	.00	.00	21-405-63485	CHLORINATOR PUMP	2,000.00	2,000.00
.00	60.89	.00	1,000.00	21-405-63946	COMPUTER EQUIPMENT	1,000.00	1,000.00
Total CAPITAL OUTLAY:						26,500.00	26,500.00
.00	2,004.89	.00	1,000.00				
<b>INTER-FUND TRANSFERS</b>							
30,000.00	20,000.00	30,000.00	30,000.00	21-405-64009	TO CAPITAL RESERVE FUND	40,000.00	40,000.00
.00	.00	.00	.00	21-405-64022	TO WATER FUND -M/SIP DEBT SVC	200,189.00	200,189.00
.00	.00	.00	.00	21-405-64023	TO WATER FUND -CCTP DEBT SVC	13,650.00	13,650.00
.00	.00	19,000.00	19,000.00	21-405-64041	TO CAPITAL RESERVE-HYDRANT MT	10,000.00	10,000.00
7,500.01	8,107.63	6,926.70	8,100.00	21-405-64042	TO CAP RESERVE-METER MAIN,FEES	9,000.00	9,000.00
Total INTER-FUND TRANSFERS:						272,839.00	272,839.00
37,500.01	28,107.63	55,926.70	57,100.00				
<b>CONTINGENCY</b>							
.00	.00	.00	49,095.00	21-405-65010	CONTINGENCY	76,696.00	76,812.00
Total CONTINGENCY:						76,696.00	76,812.00
.00	.00	.00	49,095.00				
Total WATER EXPENDITURES:						627,289.00	627,289.00
244,623.52	244,865.08	263,510.06	405,550.00				

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>CAPITAL PROJECTS DEPARTMENT</b>							
<b>PERSONNEL SERVICES</b>							
.00	.00	.00	5,000.00	21-415-61149	WAGES	5,000.00	5,000.00
Total PERSONNEL SERVICES:							
.00	.00	.00	5,000.00			5,000.00	5,000.00
<b>MATERIALS &amp; SERVICES</b>							
3,162.90	1,384.05	419.22	5,000.00	21-415-62009	MATERIALS	5,000.00	5,000.00
208,181.00	.00	1,964,901.81	3,764,515.00	21-415-62020	CONTRACT SVC-WATER SYS UPGRA	3,764,515.00	3,764,515.00
.00	.00	10,538.70	.00	21-415-62025	CONTRACT SVC-CORROSION CONTR	.00	.00
Total MATERIALS & SERVICES:							
211,343.90	1,384.05	1,975,859.73	3,769,515.00			3,769,515.00	3,769,515.00
Total CAPITAL PROJECTS DEPARTMENT:							
211,343.90	1,384.05	1,975,859.73	3,774,515.00			3,774,515.00	3,774,515.00
Total Expenditure:							
455,967.42	246,249.13	2,239,369.79	4,180,065.00			4,401,804.00	4,401,804.00
Net Total WATER FUND:							
141,761.00	194,375.17	238,563.18	.00			.00	.00

2015-16 Prior year 2 Actual	2016-17 Prior Year Actual	2017-18 Current Year Actual	2017-18 Current Year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>WATER SYS IMPROVEMENT FUND</b>							
<b>WSIP REVENUES</b>							
.00	.00	.00	.00	22-305-40010	BEGINNING BALANCE	36,397.00	36,397.00
.00	.00	.00	.00	22-305-40222	WATER SYSTEM IMPRVMT DEBT SV	200,189.00	200,189.00
<b>Total WSIP REVENUES:</b>						<b>236,586.00</b>	<b>236,586.00</b>
<b>Total Revenue:</b>						<b>236,586.00</b>	<b>236,586.00</b>

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
.00	.00	.00	.00	22-405-66950	RESERVE PAYMENT	236,586.00	236,586.00
<b>WSIP DEBT SERVICE</b>							
<b>WSIP DEBT SERVICE</b>							
Total WSIP DEBT SERVICE:							
.00	.00	.00	.00			236,586.00	236,586.00
Total WSIP DEBT SERVICE:							
.00	.00	.00	.00			236,586.00	236,586.00
Total Expenditure:							
.00	.00	.00	.00			236,586.00	236,586.00
Net Total WATER SYS IMPROVEMENT FUND:							
.00	.00	.00	.00			.00	.00

2015-16	2016-17	2017-18	2017-18	Account Number	Account Title	2018-19	2018-19
Prior year 2	Prior year	Current year	Current year			Proposed	Approved
Actual	Actual	Actual	Budget			Budget	Budget
<b>CORROSION CNTRL TREATMENT FUND</b>							
<b>CCTP REVENUES</b>							
.00	.00	.00	.00	23-305-40010	BEGINNING BALANCE	4,550.00	4,550.00
.00	.00	.00	.00	23-305-40223	CORROSION CNTRL REV. DEBT SVC	13,650.00	13,650.00
<b>Total CCTP REVENUES:</b>						<b>18,200.00</b>	<b>18,200.00</b>
<b>Total Revenue:</b>						<b>18,200.00</b>	<b>18,200.00</b>

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>CCTP DEBT SERVICE</b>							
.00	.00	.00	.00	23-405-66710	LOAN PAYMENT - PRINCIPAL	10,800.00	10,800.00
.00	.00	.00	.00	23-405-66950	RESERVE PAYMENT	7,400.00	7,400.00
Total CCTP DEBT SERVICE:							
.00	.00	.00	.00			18,200.00	18,200.00
Total CCTP DEBT SERVICE:							
.00	.00	.00	.00			18,200.00	18,200.00
Total Expenditure:							
.00	.00	.00	.00			18,200.00	18,200.00
Net Total CORROSION CNTRL TREATMENT FUND:							
.00	.00	.00	.00			.00	.00

2015-16 Prior Year 2 Actual	2016-17 Prior Year Actual	2017-18 Current Year Actual	2017-18 Current Year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>CEMETERY TRUST FUND</b>							
<b>CEMETERY TRUST REVENUES</b>							
15,707.00	14,000.00	11,398.00	11,360.00	25-328-40010	BEGINNING BALANCE	8,664.00	8,664.00
202.50	60.00	210.00	.00	25-328-43029	15% OF SALE OF CEMETERY PLOTS	.00	.00
.00	.00	.00	.00	25-328-43031	TRANSFER FROM GENERAL	3,300.00	3,300.00
90.47	123.47	137.45	.00	25-328-43600	INTEREST INCOME	.00	.00
<b>Total CEMETERY TRUST REVENUES:</b>						<b>11,964.00</b>	<b>11,964.00</b>
15,999.97	14,183.47	11,745.45	11,360.00				
<b>Total Revenue:</b>						<b>11,964.00</b>	<b>11,964.00</b>
15,999.97	14,183.47	11,745.45	11,360.00				

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>CEMETERY TRUST EXPENDITURES</b>							
<b>CAPITAL OUTLAY</b>							
.00	.00	.00	8,321.00	25-428-63950	RESERVE	8,664.00	8,664.00
Total CAPITAL OUTLAY:							
.00	.00	.00	8,321.00			8,664.00	8,664.00
<b>INTER-FUND TRANSFERS</b>							
2,000.00	2,785.00	3,039.00	3,039.00	25-428-64075	TRANSFER TO CEMETERY FUND	3,300.00	3,300.00
Total INTER-FUND TRANSFERS:							
2,000.00	2,785.00	3,039.00	3,039.00			3,300.00	3,300.00
Total CEMETERY TRUST EXPENDITURES:							
2,000.00	2,785.00	3,039.00	11,360.00			11,964.00	11,964.00
Total Expenditure:							
2,000.00	2,785.00	3,039.00	11,360.00			11,964.00	11,964.00
Net Total CEMETERY TRUST FUND:							
13,999.97	11,398.47	8,706.45	.00			.00	.00

- 2015-16	2016-17	2017-18	2017-18	Account Number	Account Title	2018-19	2018-19
Prior Year 2	Prior Year	Current Year	Current Year			Proposed	Approved
Actual	Actual	Actual	Budget			Budget	Budget

**SEWER FUND**

<b>SEWER REVENUES</b>							
129,971.00	130,713.00	149,454.00	116,000.00	31-305-40010	BEGINNING BALANCE	119,500.00	119,500.00
373,736.16	381,330.83	362,454.09	380,000.00	31-305-40310	SEWER SERVICE FEES	507,680.00	507,680.00
542.33	1,144.41	1,981.93	1,400.00	31-305-43800	INTEREST INCOME	1,400.00	1,400.00
1,489.08	7,222.56	2,467.97	10,000.00	31-305-43701	REIMBURSABLE PROJECTS	10,000.00	10,000.00
30,541.25	59,155.47	37,540.71	1,000.00	31-305-43800	MISCELLANEOUS INCOME	1,000.00	1,000.00

<b>Total SEWER REVENUES:</b>							
536,289.82	579,566.27	549,898.70	507,400.00			639,580.00	639,580.00
<b>Total Revenue:</b>							
536,289.82	579,566.27	549,898.70	507,400.00			639,580.00	639,580.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>SEWER EXPENDITURES</b>							
<b>PERSONNEL SERVICES</b>							
.00	36.00	60.12	288.00	31-405-61040	EXTRA LABOR	360.00	360.00
1,283.45	1,625.57	1,155.43	1,100.00	31-405-61050	FICA	1,402.00	1,402.00
753.67	941.99	882.30	832.00	31-405-61060	WORKER'S COMP	944.00	944.00
8.99	9.68	5.43	13.00	31-405-61065	WORKER'S BENEFIT FUND	11.00	11.00
6,523.38	4,727.82	2,960.15	1,750.00	31-405-61070	HEALTH INSURANCE	2,713.00	2,713.00
3,457.30	2,850.13	2,521.59	3,040.00	31-405-61080	PERS (PENSION)	3,876.00	3,876.00
123.98	20.31	15.26	14.00	31-405-61090	UNEMPLOYMENT	18.00	18.00
9,771.64	9,484.14	7,423.61	3,952.00	31-405-61152	FIELD MAINTENANCE SUPERVISOR	7,803.00	7,803.00
.00	.00	.00	.00	31-405-61154	UTILITY MAINTENANCE WORKER II	.00	.00
7,061.90	8,144.27	3,606.41	4,259.00	31-405-61155	UTILITY MAINTENANCE WORKER I	4,198.00	4,198.00
.00	113.35	281.25	1,077.00	31-405-61157	OVERTIME	1,094.00	1,094.00
705.81	3,964.60	3,949.70	5,402.00	31-405-61158	STANDBY TIME	4,878.00	4,878.00
5,651.04	7,274.04	6,647.50	7,977.00	31-405-61750	ADMIN OH-SEWER PERSONNEL SVC	9,871.00	9,871.00
<b>Total PERSONNEL SERVICES:</b>						<b>37,168.00</b>	<b>37,168.00</b>

<b>Total PERSONNEL SERVICES:</b>						<b>37,168.00</b>	<b>37,168.00</b>
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2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>MATERIALS &amp; SERVICES</b>							
.00	643.20	818.42	1,200.00	31-405-62020	TRAVEL & TRAINING	1,200.00	1,200.00
112.15	494.24	105.00	300.00	31-405-62030	DUES, PUBLICATIONS, NOTICES	300.00	300.00
3,461.54	3,618.80	3,943.93	3,500.00	31-405-62050	TELEPHONE	3,500.00	3,500.00
.00	.00	.00	50.00	31-405-62055	POSTAGE	20.00	20.00
12,358.55	1,218.60	1,193.61	1,277.00	31-405-62060	INSURANCE	1,203.00	1,203.00
37,303.89	40,136.33	35,275.80	32,000.00	31-405-62070	UTILITIES	30,000.00	30,000.00
1,241.25	225.00	.00	2,000.00	31-405-62080	CONTRACT SVC -PW SUPERINTENDT	2,000.00	2,000.00
2,856.94	179.00	.00	1,000.00	31-405-62082	CONTRACT SVC - COMPUTER	1,000.00	1,000.00
.00	.00	.00	2,500.00	31-405-62091	CONTRACT SVC - ENGINEERING	2,500.00	2,500.00
.00	695.99	561.00	2,000.00	31-405-62110	CONTRACT SVC - MISC	2,000.00	2,000.00
.00	.00	.00	300.00	31-405-62210	PROTECTIVE CLOTHING	300.00	300.00
8,970.00	8,970.00	7,475.00	6,970.00	31-405-62435	USE OF CITY PROPERTY	8,970.00	8,970.00
2,593.96	2,108.27	803.76	4,500.00	31-405-62441	VEHICLE MAINTENANCE	4,500.00	4,500.00
1,798.10	1,744.87	1,306.44	2,000.00	31-405-62530	GASOLINE/OIL	2,000.00	2,000.00
4,300.88	8,161.33	10,936.00	12,000.00	31-405-62560	MATERIALS, PARTS, SUPPLIES	12,000.00	12,000.00
230.04	28.33	158.99	300.00	31-405-62561	CREW WORK CLOTHING	300.00	300.00
18,666.83	19,071.46	16,470.87	19,000.00	31-405-62660	INTERNAL PAYMENTS: SEWER (5%)	19,000.00	25,384.00
228.64	.00	88.52	800.00	31-405-62680	UNCOLLECTIBLE ACCOUNTS	500.00	500.00
94,391.26	99,078.93	83,848.62	96,000.00	31-405-62700	CONTRACT SVC - TREATMENT PLAN	96,000.00	96,000.00

2015-16	2016-17	2017-18	2017-18			2018-19	2018-19
Prior year 2	Prior year	Current year	Current year	Account Number	Account Title	Proposed	Approved
Actual	Actual	Actual	Budget			Budget	Budget
2,461.00	2,561.00	2,635.00	3,000.00	31-405-62860	REGULATORY	3,000.00	3,000.00
171.66	129.92	27.49	1,000.00	31-405-62870	MISC & LEGAL EXPENSES	1,000.00	1,000.00
17,844.96	21,839.04	18,943.30	22,732.00	31-405-62950	ADMIN OH-SEWER MATR/SVC	24,286.00	24,930.00
<b>Total MATERIALS &amp; SERVICES:</b>						<b>215,579.00</b>	<b>222,607.00</b>
208,973.65	211,104.31	184,599.85	216,429.00				
<b>CAPITAL OUTLAY</b>							
.00	4,674.28	.00	12,000.00	31-405-63040	LIFT STATION PUMP	25,000.00	25,000.00
3,500.00	.00	.00	.00	31-405-63492	HI PRESSURE JET CLEANER	8,000.00	8,000.00
.00	60.89	.00	1,000.00	31-405-63946	COMPUTER EQUIPMENT	1,000.00	1,000.00
<b>Total CAPITAL OUTLAY:</b>						<b>34,000.00</b>	<b>34,000.00</b>
3,500.00	4,735.17	.00	13,000.00				
<b>INTER-FUND TRANSFERS</b>							
53,711.00	53,711.00	53,711.00	53,711.00	31-405-64005	TO SEWER BOND FUND - 1998	.00	.00
24,000.00	24,000.00	24,000.00	24,000.00	31-405-64006	ADDITIONAL PAYMENT-SEWER BOND	.00	.00
.00	.00	.00	.00	31-405-64008	TO SEWER BOND FUND - 2018	77,711.00	77,711.00
80,000.00	100,287.00	100,000.00	100,000.00	31-405-64009	TO CAPITAL RESERVE FUND	75,000.00	75,000.00
.00	.00	.00	.00	31-405-64010	TO SEWER FUND - SEWER FAC PROJ	127,680.00	127,680.00
<b>Total INTER-FUND TRANSFERS:</b>						<b>280,391.00</b>	<b>280,391.00</b>
157,711.00	177,998.00	177,711.00	177,711.00				
<b>CONTINGENCY</b>							
.00	.00	.00	60,556.00	31-405-65010	CONTINGENCY	62,442.00	55,414.00
<b>Total CONTINGENCY:</b>						<b>62,442.00</b>	<b>55,414.00</b>
.00	.00	.00	60,556.00				
<b>Total SEWER EXPENDITURES:</b>						<b>629,580.00</b>	<b>629,580.00</b>
405,525.81	433,029.38	391,809.60	497,400.00				

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>CAPITAL PROJECTS DEPARTMENT</b>							
<b>PERSONNEL SERVICES</b>							
.00	.00	.00	5,000.00	31-415-61149	WAGES	5,000.00	5,000.00
Total PERSONNEL SERVICES:							
.00	.00	.00	5,000.00			5,000.00	5,000.00
<b>MATERIALS &amp; SERVICES</b>							
199.55	1,014.68	.00	5,000.00	31-415-62009	MATERIALS	5,000.00	5,000.00
.00	.00	11,489.02	.00	31-415-62030	SEWER SYSTM IMPROVEMINT PROJE	.00	.00
Total MATERIALS & SERVICES:							
199.55	1,014.68	11,489.02	5,000.00			5,000.00	5,000.00
Total CAPITAL PROJECTS DEPARTMENT:							
199.55	1,014.68	11,489.02	10,000.00			10,000.00	10,000.00
Total Expenditure:							
405,725.36	434,044.06	403,298.62	507,400.00			639,580.00	639,580.00
Net Total SEWER FUND:							
130,564.46	145,522.21	146,600.08	.00			.00	.00

2015-16 Prior Year 2 Actual	2016-17 Prior Year Actual	2017-18 Current Year Actual	2017-18 Current Year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>SEWER BOND 2018 REFINANCE FUND</b>							
<b>SEWER BOND 2018 REVENUES</b>							
.00	.00	.00	.00	32-305-43031	TRANSFER FR SEWER FUND	77,711.00	77,711.00
Total SEWER BOND 2018 REVENUES:							
.00	.00	.00	.00			77,711.00	77,711.00
Total Revenue:							
.00	.00	.00	.00			77,711.00	77,711.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
DEBT SERVICE							
DEBT SERVICE							
.00	.00	.00	.00	32-405-66710	BOND PAYMENT - PRINCIPAL	77,711.00	77,711.00
Total DEBT SERVICE:	.00	.00	.00			77,711.00	77,711.00
Total DEBT SERVICE:	.00	.00	.00			77,711.00	77,711.00
Total Expenditure:	.00	.00	.00			77,711.00	77,711.00
Net Total SEWER BOND 2018 REFINANCE FUND:	.00	.00	.00			.00	.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>SEWER FACILITIES PROJECT FUND</b>							
<b>Source: 305</b>							
.00	.00	.00	.00	33-305-43031	TRANSFER FR SEWER FUND	127,680.00	127,680.00
<b>Total Source: 305:</b>							
.00	.00	.00	.00			127,680.00	127,680.00
<b>Total Revenue:</b>							
.00	.00	.00	.00			127,680.00	127,680.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>DEBT SERVICE</b>							
<b>DEBT SERVICE</b>							
.00	.00	.00	.00	33-405-66730	BIZOR PAYMENT - PRINCIPAL	29,905.00	29,905.00
.00	.00	.00	.00	33-405-66950	RESERVE	97,775.00	97,775.00
<b>Total DEBT SERVICE:</b>							
.00	.00	.00	.00			127,680.00	127,680.00
<b>Total DEBT SERVICE:</b>							
.00	.00	.00	.00			127,680.00	127,680.00
<b>Total Expenditure:</b>							
.00	.00	.00	.00			127,680.00	127,680.00
<b>Net Total SEWER FACILITIES PROJECT FUND:</b>							
.00	.00	.00	.00			.00	.00

2015-16	2016-17	2017-18	2017-18	Account Number	Account Title	2018-19	2018-19
Prior year	Prior year	Current year	Current year			Proposed	Approved
Actual	Actual	Actual	Budget			Budget	Budget

**SEWER BOND FUND 1998**

<b>SEWER BOND 1998 REVENUES</b>							
61,279.00	61,644.00	62,242.00	61,968.00	40-305-40010	BEGINNING BALANCE	63,500.00	63,500.00
77,711.00	77,711.00	77,711.00	77,711.00	40-305-43031	TRANSFER FR SEWER FUND	.00	.00
365.47	598.43	748.32	325.00	40-305-43600	INTEREST INCOME	.00	.00

Total SEWER BOND 1998 REVENUES:

139,355.47	139,953.43	140,701.32	140,004.00			63,500.00	63,500.00
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Total Revenue:

139,355.47	139,953.43	140,701.32	140,004.00			63,500.00	63,500.00
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2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
.00	.00	.00	.00	40-405-64009	TO CAPITAL RESERVE FUND	63,500.00	63,500.00
SEWER BOND 1998 EXPENDITURES							
Total Classification: 64:							
.00	.00	.00	.00			63,500.00	63,500.00
DEBT SERVICE							
17,641.00	18,479.00	20,271.00	20,271.00	40-405-66710	BOND PAYMENT - PRINCIPAL	.00	.00
36,070.00	35,232.00	33,440.00	33,440.00	40-405-66720	BOND PAYMENT - INTEREST	.00	.00
24,000.00	24,000.00	24,000.00	24,000.00	40-405-66721	ADDITIONAL PMT ON PRINCIPAL	.00	.00
.00	.00	.00	62,293.00	40-405-66950	RESERVE PAYMENT	.00	.00
Total DEBT SERVICE:							
77,711.00	77,711.00	77,711.00	140,004.00			.00	.00
Total SEWER BOND 1998 EXPENDITURES:							
77,711.00	77,711.00	77,711.00	140,004.00			63,500.00	63,500.00
Total Expenditure:							
77,711.00	77,711.00	77,711.00	140,004.00			63,500.00	63,500.00
Net Total SEWER BOND FUND 1998:							
61,644.47	62,242.43	62,990.32	.00			.00	.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
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CATV FUND

CATV REVENUES		2018-19 Proposed Budget	2018-19 Approved Budget
5,208.00-	208.00	4,360.00-	.00
.00	.00	.00	.00
.00	.00	.00	.00
.00	.00	.00	.00
.00	.00	.00	.00
68,622.02	57,437.85	24,750.13	66,000.00
.00	.00	.00	.00
.00	.00	.00	.00
5,208.00	.00	.00	.00

Total CATV REVENUES:

68,622.02	57,645.85	20,390.13	66,000.00
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Total Revenue:

68,622.02	57,645.85	20,390.13	66,000.00
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148.00	148.00	148.00	148.00
148.00	148.00	148.00	148.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>CATV EXPENDITURES</b>							
<b>PERSONNEL SERVICES</b>							
.00	.00	.00	.00	41-405-61050	FICA	.00	.00
49,955	.00	.00	.00	41-405-61060	WORKER'S COMP	.00	.00
.00	.00	.00	.00	41-405-61065	WORKER'S BENEFIT FUND	.00	.00
.00	.00	.00	.00	41-405-61070	HEALTH INSURANCE	.00	.00
.00	.00	.00	.00	41-405-61080	PERS (PENSION)	.00	.00
.00	.00	.00	.00	41-405-61090	UNEMPLOYMENT	.00	.00
.00	.00	.00	.00	41-405-61150	WAGES	.00	.00
<b>Total PERSONNEL SERVICES:</b>							
49,955	.00	.00	.00			.00	.00
<b>MATERIALS &amp; SERVICES</b>							
.00	.00	.00	.00	41-405-62660	INTERNAL PAYMENTS: CATV (5%)	.00	.00
68,463.52	62,006.14	20,242.95	66,000.00	41-405-62740	PROGRAMMING	.00	.00
<b>Total MATERIALS &amp; SERVICES:</b>							
68,463.52	62,006.14	20,242.95	66,000.00			.00	.00
<b>INTER-FUND TRANSFERS</b>							
.00	.00	.00	.00	41-405-64010	TRANSFER TO GENERAL FUND	148.00	148.00
<b>Total INTER-FUND TRANSFERS:</b>							
.00	.00	.00	.00			148.00	148.00
<b>Total CATV EXPENDITURES:</b>							
68,413.97	62,006.14	20,242.95	66,000.00			148.00	148.00
<b>Total Expenditure:</b>							
68,413.97	62,006.14	20,242.95	66,000.00			148.00	148.00
<b>Net Total CATV FUND:</b>							
208.05	4,360.29	147.18	.00			.00	.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>OIB FIRE HALL DEBT FUND</b>							
<b>OIB FIRE HALL DEBT REVENUES</b>							
40.90	.00	.00	.00	46-305-40010	BEGINNING BALANCE	.00	.00
<b>Total OIB FIRE HALL DEBT REVENUES:</b>							
40.90	.00	.00	.00			.00	.00
<b>Total Revenue:</b>							
40.90	.00	.00	.00			.00	.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>OIB FIRE HALL DEBT EXPENDITURE</b>							
<b>INTER-FUND TRANSFERS</b>							
40.90	.00	.00	.00	46-405-64009	TRANSFER TO CAPITAL RESERVE	.00	.00
Total INTER-FUND TRANSFERS:							
40.90	.00	.00	.00			.00	.00
Total OIB FIRE HALL DEBT EXPENDITURE:							
40.90	.00	.00	.00			.00	.00
Total Expenditure:							
40.90	.00	.00	.00			.00	.00
Net Total OIB FIRE HALL DEBT FUND:							
.00	.00	.00	.00			.00	.00

Prior year 2	Prior year	Current year	Current year	Account Number	Account Title	2018-19	2018-19
Actual	Actual	Actual	Budget			Proposed	Approved
						Budget	Budget

**LIGHT FUND**

**CITY LIGHT REVENUES**

185,757.00	105,428.00	71,362.00-	125,000.00	51-305-40010	BEGINNING BALANCE	.00	.00
15,524.00	.00	.00	.00	51-305-40085	TRANSFER FR CAP RES	135,000.00	135,000.00
678.03	540.45	595.41	350.00	51-305-43600	INTEREST INCOME	600.00	600.00
67,086.00	.00	.00	.00	51-305-43605	LOAN PROCEEDS	.00	.00
61,708.02	132,047.80	24,509.28	50,000.00	51-305-43701	REIMBURSABLE PROJECTS	50,000.00	50,000.00
2,393.80	4,787.50	.00	.00	51-305-43705	REIMBURSABLE PROJECTS-CCHC LB	.00	.00
16,086.35	20,166.30	49,635.77	25,000.00	51-305-43710	BPA PAYBACK FOR CONSERVATION	25,000.00	25,000.00
15,737.92	37,298.63	92,223.87	15,000.00	51-305-43800	MISCELLANEOUS INCOME	15,000.00	15,000.00
587,778.47	669,848.68	624,297.56	640,000.00	51-305-43810	RESIDENTIAL SALES	665,000.00	665,000.00
422,428.45	453,209.08	473,692.82	460,000.00	51-305-43820	COMMERCIAL SALES	470,000.00	470,000.00
25,109.29	25,660.17	24,562.20	25,000.00	51-305-43840	STREET LIGHT SALES	25,000.00	25,000.00
179,437.53	178,019.66	149,459.76	200,000.00	51-305-43850	SALES TO PUBLIC BODIES	178,000.00	178,000.00
5,720.00	7,560.00	7,990.13	5,000.00	51-305-43860	CUSTOMER INSTALL CHARGES	5,843.00	5,843.00
1,897.50	3,118.50	.00	1,800.00	51-305-43870	TELEPHONE CONTACTS	1,800.00	1,800.00
2,543.75	.00	.00	2,500.00	51-305-43880	CATV POLE CONTACT PAYMENTS	2,500.00	2,500.00
<b>Total CITY LIGHT REVENUES:</b>							
1,589,876.11	1,637,682.87	1,375,604.80	1,549,650.00			1,573,743.00	1,573,743.00

**SOUTHBANK LIGHT REVENUES**

254.53	254.53-	.00	20,000.00	51-306-43701	SB - REIMBURSABLE PROJECTS	10,000.00	10,000.00
.00	40.00	80.00	.00	51-306-43800	SB - MISCELLANEOUS INCOME	50.00	50.00
138,618.61	146,257.15	126,298.04	140,000.00	51-306-43810	SB - RESIDENTIAL SALES	140,000.00	140,000.00
122,630.05	131,672.73	1,531,453.98-	119,000.00	51-306-43820	SB - COMMERCIAL SALES	125,000.00	125,000.00
75,999.80	78,815.41	59,285.44	75,000.00	51-306-43850	SB - SALES TO PUBLIC BODIES	75,000.00	75,000.00
710.00	830.00	610.00	700.00	51-306-43860	SB - CUSTOMER INSTALL CHARGES	700.00	700.00
390.50	390.50	.00	390.00	51-306-43870	SB - TELEPHONE CONTACTS	390.00	390.00
<b>Total SOUTHBANK LIGHT REVENUES:</b>							
338,603.49	357,751.26	1,345,180.50-	355,090.00			351,140.00	351,140.00

<b>Total Revenue:</b>	1,928,479.60	1,995,434.13	30,424.30	1,904,740.00
	1,924,863.00	1,924,863.00		

2015-16	2016-17	2017-18	2017-18	2018-19	2018-19
Prior year 2	Prior year	Current year	Current year	Proposed	Approved
Actual	Actual	Actual	Budget	Budget	Budget
Account Title					
Account Number					
<b>CITY LIGHT EXPENDITURES</b>					
<b>PERSONNEL SERVICES</b>					
21,427.50	17,212.77	14,974.11	18,532.00	19,249.00	19,249.00
8,277.42	7,861.40	4,610.04	10,262.00	9,586.00	9,586.00
85.29	68.36	52.24	80.00	68.00	68.00
45,605.31	41,953.04	33,703.23	42,107.00	38,740.00	38,740.00
71,068.81	45,633.06	51,124.23	66,787.00	69,373.00	69,373.00
1,864.23	195.53	200.72	242.00	252.00	252.00
36,987.61	73,898.80	69,503.19	75,629.00	78,276.00	78,276.00
78,480.80	69,528.77	55,375.82	68,548.00	70,946.00	70,946.00
64,359.76	61,488.52	50,016.00	53,773.00	55,655.00	55,655.00
20,332.57	15,487.80	7,528.53	12,982.00	13,700.00	13,700.00
14,591.30	19,172.96	18,182.23	31,317.00	33,049.00	33,049.00
507.92	.00	.00	.00	.00	.00
.00	.00	.00	.00	.00	.00
129,846.96	125,322.96	116,338.30	139,606.00	140,635.00	140,635.00
FICA					
51-405-61050					
WORKER'S COMP					
51-405-61060					
WORKER'S BENEFIT FUND					
51-405-61065					
HEALTH INSURANCE					
51-405-61070					
PERS (PENSION)					
51-405-61080					
UNEMPLOYMENT					
51-405-61090					
WORKING FORMAN					
51-405-61120					
JOURNEYMAN LINEMAN					
51-405-61122					
GROUNDSMAN/EQUIP OPS					
51-405-61123					
OVERTIME					
51-405-61124					
STANDBY TIME					
51-405-61125					
TEMPORARY EMPLOYEE - UNION					
51-405-61130					
MAINTAIN LINES					
51-405-61540					
ADMIN OH-EL CITY PERSONNEL SVC					
51-405-61750					

<b>Total PERSONNEL SERVICES:</b>	543,435.28	477,223.97	421,608.64	519,863.00	529,529.00
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<b>MATERIALS &amp; SERVICES</b>					
677.89	527.32	302.00	1,000.00	700.00	700.00
15,933.60	15,038.39	16,660.79	12,500.00	12,500.00	12,500.00
953.22	1,471.30	1,625.38	1,360.00	1,400.00	1,400.00
20.00	7.95	7.20	50.00	20.00	20.00
7,813.02	2,498.63	2,437.84	2,413.00	2,667.00	2,667.00
255.00	324.00	255.00	720.00	600.00	600.00
981.00	1,041.25	1,250.00	1,075.00	1,500.00	1,500.00
3,255.32	3,735.22	10,900.38	6,500.00	6,300.00	6,300.00
6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
8,250.00	9,000.00	6,750.00	9,000.00	9,000.00	9,000.00
10,152.26	14,722.44	39,762.00	15,000.00	15,000.00	15,000.00
.00	.00	.00	300.00	300.00	300.00
8,150.00	12,139.25	11,133.75	12,000.00	12,000.00	12,000.00
7,409.74	5,013.79	4,622.28	5,000.00	5,000.00	5,000.00
6,589.44	7,107.97	4,108.89	5,500.00	5,500.00	5,500.00
1,493.90	790.29	120.00	500.00	1,000.00	1,000.00
9,360.00	9,360.00	7,800.00	9,360.00	9,360.00	9,360.00
710.98	.00	.00	.00	.00	.00
TRAVEL & TRAINING					
51-405-62020					
DUES, PUBLICATIONS, NOTICES					
51-405-62030					
TELEPHONE					
51-405-62050					
POSTAGE					
51-405-62055					
INSURANCE					
51-405-62060					
DRUG TESTING					
51-405-62063					
COMPUTER LICENSE					
51-405-62081					
CONTRACT SVC - MISC					
51-405-62110					
LOW-INCOME ENERGY ASST-TO CAP					
51-405-62138					
CONSERVATION/ENERGY EFFICIENC					
51-405-62139					
BPA ENERGY EFFICIENCY CONSERVA					
51-405-62140					
INJURIES & DAMAGES					
51-405-62180					
SYSTEM EVALUATION STUDIES					
51-405-62190					
TRANSPORTATION EXPENSE					
51-405-62200					
TRANSPORTATION EXP (M&S&PARTS					
51-405-62201					
PROTECTIVE CLOTHING					
51-405-62210					
USE OF CITY PROPERTY					
51-405-62435					
BUILDING MAINTENANCE/SHOP					
51-405-62440					

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2016-19 Proposed Budget	2018-19 Approved Budget
.00	.00	4,315.11	.00	51-405-62360	MATERIALS, PARTS, SUPPLIES	.00	.00
60,757.36	66,336.78	59,061.67	66,250.00	51-405-62660	INTERNAL PAYMENTS: POWER (5%)	66,900.00	66,900.00
634.09	119.19	359.42	1,000.00	51-405-62680	UNCOLLECTIBLE ACCOUNTS	1,000.00	1,000.00
5,347.28	5,352.12	.00	1,500.00	51-405-62750	METER EXPENSE - OTHER	1,500.00	1,500.00
8,087.43	14,427.79	1,452.00	4,000.00	51-405-62770	MAINTAIN LINES - OTHER	4,000.00	4,000.00
5,406.57-	1,015.58	4,280.50	2,191.00	51-405-62780	MAINTAIN TRANSFORMERS - OTHER	5,000.00	5,000.00
1,210.65	2,279.59	497.45	2,000.00	51-405-62800	MAINTAIN SECURITY/STREET LIGHT	2,000.00	2,000.00
3,390.82	2,079.48	13.98	2,000.00	51-405-62810	MAINTAIN GENERAL PLANT - OTHER	2,000.00	2,000.00
572,884.00	653,497.00	609,836.00	580,000.00	51-405-62820	PURCHASED POWER	580,000.00	580,000.00
108,233.00	91,548.00	86,146.21	80,000.00	51-405-62821	BPA TRANSMISSION BILLS	80,000.00	80,000.00
8,549.89	793.75	.00	1,000.00	51-405-62860	REGULATORY	1,000.00	1,000.00
.00	.00	.00	500.00	51-405-62865	CROSSINGS & ENCROACHMENTS	500.00	500.00
1,448.44	2,393.02	2,803.07	1,500.00	51-405-62870	MISC & LEGAL EXPENSES	3,500.00	3,500.00
979.00	6,472.31	7.19	2,000.00	51-405-62900	MISC DISTRIBUTION EXP - OTHER	2,000.00	2,000.00
.00	.00	.00	1,000.00	51-405-62910	MAINT OF TRANSMISSION - OTHER	1,000.00	1,000.00
74,532.00	95,666.04	81,489.20	97,787.00	51-405-62950	ADMIN OH-EL CITY MATRL/SVC	106,550.00	105,967.00
<b>Total MATERIALS &amp; SERVICES:</b>							
928,652.76	1,030,758.85	965,997.31	931,006.00			945,797.00	946,214.00
<b>CAPITAL OUTLAY</b>							
.00	.00	490.64	.00	51-405-63002	METERS	.00	.00
.00	.00	.00	.00	51-405-63003	MISC. ASSETS	.00	.00
.00	.00	.00	.00	51-405-63005	VEHICLES & EQUIPMENT	.00	.00
.00	744.00	2,036.00	2,500.00	51-405-63670	ELECTRICAL CONDUCTORS	2,500.00	2,500.00
.00	.00	.00	.00	51-405-63675	LINE EXTENSIONS	.00	.00
1,735.07	3,785.96	194.47	2,000.00	51-405-63690	HOT LINES TOOLS & ROPE	2,000.00	2,000.00
386.21	1,131.65	1,704.32	3,000.00	51-405-63700	TESTING EQUIPMENT & TOOLS	3,000.00	3,000.00
.00	587.29	.00	.00	51-405-63730	RADIO - TRUCK	.00	.00
4,578.00	171,241.00	1,286.00	5,000.00	51-405-63770	TRANSFORMERS	5,000.00	5,000.00
.00	7.72	.00	1,000.00	51-405-63780	LOCATOR	1,000.00	1,000.00
.00	.00	.00	1,500.00	51-405-63921	CONDUIT	1,500.00	1,500.00
.00	851.61	.00	.00	51-405-63922	TERMINATIONS	.00	.00
.00	341.76	.00	.00	51-405-63946	COMPUTERS & SOFTWARE	.00	.00
<b>Total CAPITAL OUTLAY:</b>							
6,699.26	178,690.99	5,711.43	15,000.00			15,000.00	15,000.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>INTER-FUND TRANSFERS</b>							
3,600.00	3,600.00	3,600.00	3,600.00	51-405-64045	TRANSFER TO WATER FUND	3,600.00	3,600.00
Total INTER-FUND TRANSFERS:							
3,600.00	3,600.00	3,600.00	3,600.00			3,600.00	3,600.00
<b>CONTINGENCY</b>							
.00	.00	.00	10,105.00	51-405-65010	CONTINGENCY	11,242.00	10,948.00
Total CONTINGENCY:							
.00	.00	.00	10,105.00			11,242.00	10,948.00
<b>DEBT SERVICE</b>							
13,951.48	14,310.02	13,440.35	14,678.00	51-405-66001	DIGGER DERRCK LN PMT PRINCIPAL	15,055.00	15,055.00
1,571.84	1,213.30	789.36	846.00	51-405-66002	DIGGER DERRCK LN PMT INTEREST	469.00	469.00
Total DEBT SERVICE:							
15,523.32	15,523.32	14,229.71	15,524.00			15,524.00	15,524.00
Total CITY LIGHT EXPENDITURES:							
1,497,910.64	1,705,797.13	1,411,147.09	1,495,098.00			1,520,692.00	1,520,815.00

2015-16	2016-17	2017-18	2017-18	Account Number	Account Title	2018-19	2018-19
Prior year 2	Prior year	Current year	Current year			Proposed	Approved
Actual	Actual	Actual	Budget			Budget	Budget

**SOUTHBANK LIGHT EXPENDITURES**

<b>PERSONNEL SERVICES</b>							
1,936.23	5,142.35	5,512.75	6,177.00	51-406-61050	FICA	6,416.00	6,416.00
1,216.64	1,899.34	1,448.01	3,429.00	51-406-61060	WORKER'S COMP	3,195.00	3,195.00
7.93	11.87	12.88	27.00	51-406-61065	WORKER'S BENEFIT FUND	23.00	23.00
8,455.86	11,435.37	8,569.19	14,035.00	51-406-61070	HEALTH INSURANCE	12,914.00	12,914.00
11,933.38	14,614.49	17,754.24	22,262.00	51-406-61080	PERS (PENSION)	23,124.00	23,124.00
320.57	62.88	73.44	81.00	51-406-61090	UNEMPLOYMENT	84.00	84.00
6,644.08	11,090.02	17,831.64	25,210.00	51-406-61120	WORKING FORMAN	26,902.00	26,902.00
5,053.75	12,437.10	17,213.93	22,949.00	51-406-61122	JOURNEYMAN LINEMAN	23,649.00	23,649.00
4,342.03	9,118.90	9,789.49	17,924.00	51-406-61123	GROUNDSMAINT/EQUIP OPS	18,552.00	18,552.00
15,542.76	21,142.54	11,821.10	4,327.00	51-406-61124	OVERTIME	4,567.00	4,567.00
14,084.17	14,793.27	16,830.79	10,439.00	51-406-61125	STANDBY TIME	11,016.00	11,016.00
.00	.00	.00	.00	51-406-61540	SB - MAINTAIN LINES	.00	.00
43,288.04	36,729.00	38,781.70	46,538.00	51-406-61750	ADMIN OH-ELLSB PERSONNEL SVC	47,172.00	47,172.00
<b>Total PERSONNEL SERVICES:</b>						<b>177,614.00</b>	<b>177,614.00</b>

112,805.44	138,477.13	145,639.16	173,298.00			177,614.00	177,614.00
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**MATERIALS & SERVICES**

403.93	36.00	36.00	1,000.00	51-406-62020	SB - TRAVEL & TRAINING	200.00	200.00
2,376.49	2,397.04	2,520.34	1,500.00	51-406-62030	SB - DUES, PUBLICATIONS, NOTICES	1,500.00	1,500.00
323.05	209.95	347.04	340.00	51-406-62050	TELEPHONE	250.00	250.00
4,031.89	1,592.14	1,982.39	1,850.00	51-406-62060	SB - INSURANCE	1,805.00	1,805.00
.00	.00	.00	.00	51-406-62082	SB - CONTRACT SVC.-COMPUTER	.00	.00
786.70	59.96	181.37	1,400.00	51-406-62110	SB - CONTRACT SVC.-MISC.	1,000.00	1,000.00
.00	100.27	600.48	1,000.00	51-406-62200	SB - TRANSPORTION EXPENSE	1,000.00	1,000.00
205.17	1,093.63	.00	1,000.00	51-406-62201	TRANSPORTATION EXP (M&S&PARTS)	1,000.00	1,000.00
.00	636.54	.00	500.00	51-406-62210	PROTECTIVE CLOTHING	500.00	500.00
1,950.00	1,950.00	1,625.00	1,950.00	51-406-62455	SB - USE OF CITY PROPERTY	1,950.00	1,950.00
16,862.42	17,887.27	14,856.47	16,700.00	51-406-62660	INTERNAL PAYMENTS,SB/ELEC (5%)	17,000.00	17,000.00
.00	.00	.00	1,000.00	51-406-62680	SB - UNCOLLECTIBLE ACCOUNTS	1,000.00	1,000.00
160.90	1,002.23	.00	1,000.00	51-406-62750	SB - METER EXPENSE - OTHER	1,000.00	1,000.00
2,996.71	2,454.04	.00	2,000.00	51-406-62770	SB - MAINTAIN LINES - OTHER	2,000.00	2,000.00
.00	491.62	.00	1,000.00	51-406-62780	SB - MAINTAIN TRANSFORMERS-OTH	1,000.00	1,000.00
96,341.00	106,012.00	82,186.00	90,000.00	51-406-62800	SB - MAINTAIN SECURITY LIGHTS	500.00	500.00
18,159.00	14,789.00	11,886.79	15,000.00	51-406-62820	SB - PURCHASED POWER	90,000.00	90,000.00
.00	.00	.00	500.00	51-406-62821	SB - BPA TRANSMISSION BILLS	15,000.00	15,000.00
.00	.00	.00	.00	51-406-62860	SB - REGULATORY	500.00	500.00

2015-16	2016-17	2017-18	2017-18	2017-18	2018-19	2018-19
Prior year 2	Prior year	Current year	Actual	Current year	Proposed	Approved
Actual	Actual	Budget		Budget	Budget	Budget
13.37	86.77	40.40	40.40	500.00	500.00	500.00
6,223.43	6,353.08	6,528.67	6,528.67	7,000.00	7,000.00	7,000.00
15,924.96	18,023.04	14,253.30	14,253.30	17,104.00	18,372.00	18,249.00
<b>Total MATERIALS &amp; SERVICES:</b>						
166,759.02	175,194.56	137,134.53	137,134.53	162,844.00	163,077.00	162,954.00
<b>CAPITAL OUTLAY</b>						
.00	496.00	.00	.00	1,500.00	1,500.00	1,500.00
.00	1,012.03	64.83	64.83	1,000.00	1,000.00	1,000.00
.00	597.91	219.61	219.61	1,000.00	1,000.00	1,000.00
.00	3,098.75	.00	.00	.00	.00	.00
<b>Total CAPITAL OUTLAY:</b>						
.00	5,204.69	284.44	284.44	3,500.00	3,500.00	3,500.00
<b>Total SOUTHBANK LIGHT EXPENDITURES:</b>						
279,564.46	318,876.40	283,058.13	283,058.13	339,642.00	344,191.00	344,068.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>CAPITAL PROJECTS - CITY</b>							
<b>PERSONNEL SERVICES</b>							
.00	630.90	699.71	.00	51-415-61050	FICA	.00	.00
.00	286.50	252.41	.00	51-415-61060	WORKER'S COMP	.00	.00
.00	3.20	3.16	.00	51-415-61065	WORKER'S BENEFIT FUND	.00	.00
.00	1,390.30	2,494.78	.00	51-415-61070	HEALTH INSURANCE	.00	.00
.00	2,064.02	2,640.36	.00	51-415-61080	PERS (PENSION)	.00	.00
.00	8.63	9.54	.00	51-415-61090	UNEMPLOYMENT	.00	.00
.00	8,422.57	9,562.15	25,000.00	51-415-61149	WAGES	25,000.00	25,000.00
<b>Total PERSONNEL SERVICES:</b>							
.00	12,806.12	15,662.11	25,000.00			25,000.00	25,000.00
<b>MATERIALS &amp; SERVICES</b>							
44,726.42	27,764.22	15,958.02	25,000.00	51-415-62009	MATERIALS	25,000.00	25,000.00
<b>Total MATERIALS &amp; SERVICES:</b>							
44,726.42	27,764.22	15,958.02	25,000.00			25,000.00	25,000.00
<b>Total CAPITAL PROJECTS - CITY:</b>							
44,726.42	40,570.34	31,620.13	50,000.00			50,000.00	50,000.00

2015-16	2016-17	2017-18	2017-18	2017-18	Account Number	Account Title	2018-19	2018-19
Prior year 2	Prior year	Current year	Current year	Current year			Proposed	Approved
Actual	Actual	Actual	Actual	Budget			Budget	Budget
<b>CAPITAL PROJECTS - SOUTHBANK</b>								
<b>PERSONNEL SERVICES</b>								
.00	378.42	225.36	.00	.00	51-416-61050	FICA	.00	.00
.00	120.93	66.59	.00	.00	51-416-61060	WORKER'S COMP	.00	.00
.00	1.68	.97	.00	.00	51-416-61065	WORKER'S BENEFIT FUND	.00	.00
.00	.00	432.12	.00	.00	51-416-61070	HEALTH INSURANCE	.00	.00
.00	1,318.22	825.56	.00	.00	51-416-61080	PERS (PENSION)	.00	.00
.00	4.95	2.98	.00	.00	51-416-61090	UNEMPLOYMENT	.00	.00
.00	4,975.23	2,995.36	10,000.00	10,000.00	51-416-61149	SB - WAGES	5,000.00	5,000.00
<b>Total PERSONNEL SERVICES:</b>								
.00	6,799.43	4,548.94	10,000.00	10,000.00			5,000.00	5,000.00
<b>MATERIALS &amp; SERVICES</b>								
.00	4,328.00	.00	10,000.00	10,000.00	51-416-62009	SB - MATERIALS	5,000.00	5,000.00
<b>Total MATERIALS &amp; SERVICES:</b>								
.00	4,328.00	.00	10,000.00	10,000.00			5,000.00	5,000.00
<b>Total CAPITAL PROJECTS - SOUTHBANK:</b>								
.00	11,127.43	4,548.94	20,000.00	20,000.00			10,000.00	10,000.00
<b>Total Expenditure:</b>								
1,822,201.52	2,076,371.30	1,730,374.29	1,904,740.00	1,904,740.00			1,924,883.00	1,924,883.00
<b>Net Total LIGHT FUND:</b>								
106,278.08	80,937.17-	1,699,949.99-	.00	.00			.00	.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
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CAPITAL RESERVE FUND - 2008

CAPITAL RESERVE 2008 REVENUES

1,124,425.00	972,219.00	1,045,759.00	942,953.00	56-305-40010	BEGINNING BALANCE	1,338,260.00	1,338,260.00
.00	30,000.00	.00	.00	56-305-43001	TRANSFER FROM GENERAL	.00	.00
14,988.00	20,000.00	10,000.00	10,000.00	56-305-43003	TRANSFER FROM STREET FUND	30,000.00	30,000.00
.00	5,000.00	.00	5,000.00	56-305-43004	TRANSFER FROM GENERAL-PROPER	5,000.00	5,000.00
2,000.00	10,000.00	50,000.00	50,000.00	56-305-43008	TRANSFER FROM TOURISM	30,000.00	30,000.00
.00	704.00	690.00	690.00	56-305-43009	TRNSF FR STR FND BIKE/SIDWALK	940.00	940.00
79,889.76	79,889.76	66,574.80	80,456.00	56-305-43015	TRANSFER FR GEN-FIRE STATN LN	.00	.00
2,459.04	2,459.04	2,049.20	2,460.00	56-305-43019	TRANSFER FROM EMS-FIRE TRK LN	2,460.00	2,460.00
30,000.00	20,000.00	30,000.00	30,000.00	56-305-43021	TRANSFER FROM WATER FUND	40,000.00	40,000.00
7,500.01	8,107.63	6,926.70	8,100.00	56-305-43022	TRANSFER FROM WATER-AMTR MAIN	9,000.00	9,000.00
.00	.00	19,000.00	19,000.00	56-305-43023	TRNSF FROM WATER-HYDRANT MET	10,000.00	10,000.00
80,000.00	100,287.00	100,000.00	100,000.00	56-305-43031	TRANSFER FROM SEWER FUND	75,000.00	75,000.00
.00	.00	.00	.00	56-305-43035	TRANSFER FROM SEWER BOND FUN	63,500.00	63,500.00
40.90	.00	.00	.00	56-305-43046	TRANSFER FROM OIB FUND	.00	.00
.00	65,217.14	.00	.00	56-305-43057	TRANSFER FROM GRANT FUND	.00	.00
6,139.42	9,971.98	12,985.38	6,000.00	56-305-43600	INTEREST INCOME	6,000.00	6,000.00
2,630.00	1,025.00	15,251.25	.00	56-305-43730	SALE OF SURPLUS EQUIPMENT	.00	.00
6,027.90	2,751.95	48,000.00	.00	56-305-43900	MISCELLANEOUS INCOME	.00	.00

Total CAPITAL RESERVE 2008 REVENUES:

1,356,300.03	1,327,632.50	1,407,236.33	1,254,659.00
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Total Revenue:

1,356,300.03	1,327,632.50	1,407,236.33	1,254,659.00
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1,610,160.00	1,610,160.00
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2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>STREET DEPARTMENT</b>							
<b>CAPITAL OUTLAY</b>							
.00	.00	.00	23,000.00	56-403-63941	SYS.VEHICLE,EQUIP UPGRADE/REPL	23,000.00	23,000.00
.00	.00	.00	31,807.00	56-403-63950	RESERVE	114,200.00	114,200.00
Total CAPITAL OUTLAY:							
.00	.00	.00	54,807.00			137,200.00	137,200.00
<b>INTER-FUND TRANSFERS</b>							
.00	.00	.00	50,000.00	56-403-64001	TRANSFER TO OTHER FUNDS	75,000.00	75,000.00
Total INTER-FUND TRANSFERS:							
.00	.00	.00	50,000.00			75,000.00	75,000.00
Total STREET DEPARTMENT:							
.00	.00	.00	104,807.00			212,200.00	212,200.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>PROPERTY DEPARTMENT</b>							
<b>CAPITAL OUTLAY</b>							
.00	.00	.00	14,339.00	56-404-63960	RESERVE	19,421.00	19,421.00
Total CAPITAL OUTLAY:							
.00	.00	.00	14,339.00			19,421.00	19,421.00
Total PROPERTY DEPARTMENT:							
.00	.00	.00	14,339.00			19,421.00	19,421.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>ADMINISTRATION DEPARTMENT</b>							
<b>CAPITAL OUTLAY</b>							
10,425.86	.00	1,697.99	10,000.00	56-405-63941	SYS,VEHICLE,EQUIP UPGRADE/REPL	10,000.00	10,000.00
.00	.00	.00	71,808.00	56-405-63950	RESERVE	70,360.00	70,360.00
<b>Total CAPITAL OUTLAY:</b>							
10,425.86	.00	1,697.99	81,808.00			80,360.00	80,360.00
<b>Total ADMINISTRATION DEPARTMENT:</b>							
10,425.86	.00	1,697.99	81,808.00			80,360.00	80,360.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>EMERGENCY SERVICES DEPARTMENT</b>							
<b>CAPITAL OUTLAY</b>							
.00	.00	.00	110.00	56-406-63950	RESERVE	111.00	111.00
Total CAPITAL OUTLAY:							
.00	.00	.00	110.00			111.00	111.00
<b>INTER-FUND TRANSFERS</b>							
22,017.00	.00	.00	.00	56-406-64001	TRANSFER TO OTHER FUNDS	.00	.00
Total INTER-FUND TRANSFERS:							
22,017.00	.00	.00	.00			.00	.00
<b>Total EMERGENCY SERVICES DEPARTMENT:</b>							
22,017.00	.00	.00	110.00			111.00	111.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>EMERGENCY SERVICES MEMORIAL</b>							
<b>CAPITAL OUTLAY</b>							
.00	.00	.00	666.00	56-407-63950	RESERVE	668.00	668.00
<b>Total CAPITAL OUTLAY:</b>							
.00	.00	.00	666.00			668.00	668.00
<b>Total EMERGENCY SERVICES MEMORIAL:</b>							
.00	.00	.00	666.00			668.00	668.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>TOURISM DEPARTMENT</b>							
<b>CAPITAL OUTLAY</b>							
.00	.00	.00	64,757.00	56-408-63950	RESERVE	95,150.00	95,150.00
Total CAPITAL OUTLAY:							
.00	.00	.00	64,757.00			95,150.00	95,150.00
Total TOURISM DEPARTMENT:							
.00	.00	.00	64,757.00			95,150.00	95,150.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
.00	.00	.00	1,413.00	56-409-63950	RESERVE	2,350.00	2,350.00
<b>STREET DEPT-BIKE PATH/SIDEWALK CAPITAL OUTLAY</b>							
Total CAPITAL OUTLAY:							
.00	.00	.00	1,413.00			2,350.00	2,350.00
<b>Total STREET DEPT-BIKE PATH/SIDEWALK:</b>							
.00	.00	.00	1,413.00			2,350.00	2,350.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>WATER DEPARTMENT</b>							
<b>CAPITAL OUTLAY</b>							
.00	9,240.00	1,500.00	67,000.00	56-421-63941	SYS.VEHICLE,EQUIP UPGRADE/REPL	67,000.00	67,000.00
.00	.00	.00	125,911.00	56-421-63950	RESERVE	217,800.00	217,800.00
<b>Total CAPITAL OUTLAY:</b>							
.00	9,240.00	1,500.00	192,911.00			284,800.00	284,800.00
<b>Total WATER DEPARTMENT:</b>							
.00	9,240.00	1,500.00	192,911.00			284,800.00	284,800.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>WATER METERS</b>							
<b>CAPITAL OUTLAY</b>							
.00	4,858.09	9,000.08	35,000.00	56-422-63941	SYS.VEHICLE,EQUIP UPGRADE/REPL	35,000.00	35,000.00
.00	.00	.00	68,100.00	56-422-63950	RESERVE	69,200.00	69,200.00
<b>Total CAPITAL OUTLAY:</b>							
.00	4,858.09	9,000.08	103,100.00			104,200.00	104,200.00
<b>Total WATER METERS:</b>							
.00	4,858.09	9,000.08	103,100.00			104,200.00	104,200.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>WATER DEPT-HYDRANT METER CAPITAL OUTLAY</b>							
.00	.00	.00	19,175.00	58-423-63950	RESERVE	29,300.00	29,300.00
Total CAPITAL OUTLAY:							
.00	.00	.00	19,175.00			29,300.00	29,300.00
<b>Total WATER DEPT-HYDRANT METER:</b>							
.00	.00	.00	19,175.00			29,300.00	29,300.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>SEWER DEPARTMENT CAPITAL OUTLAY</b>							
.00	.00	.00	108,000.00	56-431-63941	SYS.VEHICLE,EQUIP UPGRADE/REPL	108,000.00	108,000.00
.00	.00	.00	228,443.00	56-431-63950	RESERVE	345,100.00	345,100.00
<b>Total CAPITAL OUTLAY:</b>							
.00	.00	.00	336,443.00			453,100.00	453,100.00
<b>Total SEWER DEPARTMENT:</b>							
.00	.00	.00	336,443.00			453,100.00	453,100.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>CATV DEPARTMENT</b>							
<b>INTER-FUND TRANSFERS</b>							
.00	67.00	.00	.00	56-441-64001	TRANSFER TO OTHER FUNDS	.00	.00
Total INTER-FUND TRANSFERS:							
.00	67.00	.00	.00			.00	.00
Total CATV DEPARTMENT:							
.00	67.00	.00	.00			.00	.00

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
<b>ELECTRIC DEPARTMENT</b>							
<b>CAPITAL OUTLAY</b>							
351,639.10	267,708.72	27,394.66	335,000.00	56-451-63941	SYS.VEHICLE,EQUIP UPGRADE/REPL	120,000.00	120,000.00
.00	.00	.00	130.00	56-451-63950	RESERVE	73,500.00	73,500.00
Total CAPITAL OUTLAY:							
351,639.10	267,708.72	27,394.66	335,130.00			193,500.00	193,500.00
<b>INTER-FUND TRANSFERS</b>							
.00	.00	.00	.00	56-451-64001	TRANSFER TO OTHER FUNDS	135,000.00	135,000.00
Total INTER-FUND TRANSFERS:							
.00	.00	.00	.00			135,000.00	135,000.00
<b>Total ELECTRIC DEPARTMENT:</b>							
351,639.10	267,708.72	27,394.66	335,130.00			328,500.00	328,500.00
Total Expenditure:							
384,081.96	281,873.81	39,592.73	1,254,659.00			1,610,160.00	1,610,160.00
<b>Net Total CAPITAL RESERVE FUND - 2008:</b>							
972,218.07	1,045,758.69	1,367,643.60	.00			.00	.00
Total Asset:							
.00	.00	.00	.00			.00	.00
Total Liability:							
.00	.00	.00	.00			.00	.00
Total Equity:							
.00	.00	.00	.00			.00	.00
Total Revenue:							
6,829,879.14	6,955,593.44	7,036,326.17	10,670,998.00			12,090,547.00	12,096,665.00
Total Expenditure:							
4,696,582.12	4,824,929.65	6,059,947.36	10,670,998.00			12,090,547.00	12,096,665.00
Net Grand Totals:							

2015-16 Prior year 2 Actual	2016-17 Prior year Actual	2017-18 Current year Actual	2017-18 Current year Budget	Account Number	Account Title	2018-19 Proposed Budget	2018-19 Approved Budget
2,133,297.02	2,130,663.79	976,378.81	.00			.00	.00

Report Criteria:

- Accounts to include: With balances or activity
- Print Fund Titles
- Page and Total by Fund
- Print Source Titles
- Total by Source
- Print Department Titles
- Page and Total by Department
- Print Classification Titles
- Total by Classification
- All Segments Tested for Total Breaks



**STAFF REPORT**

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**Date Prepared:** 5/24/2018

**For City Council Meeting on:** 6/11/18

**TO:** Honorable Mayor and City Council

**PREPARED BY:** Marianne Bump, Finance Officer

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

**SUBJECT:** Authorize loan payback in the amount of \$20,000 from the EMS Fund Contingency to the General Fund Contingency

**SYNOPSIS:** In July 2017 the General Fund loaned the EMS Fund \$20,000 to cover their cash deficit. Resolution 1398 is to authorize an inter-fund transfer from the EMS Fund Contingency to the General Fund Contingency to pay back the Loan.

**CITY COUNCIL OPTIONS:**

1. Approve Resolution No. 1398 as presented.
2. Establish other direction for staff to proceed.
3. Take no action.

**RECOMMENDATION:** The City Council, by motion, approves Resolution No. 1398 authorizing the payback of \$20,000 from the EMS Fund Contingency to the General Fund Contingency.

**Financial review and status:** N/A



**RESOLUTION NO. 1398**

**A RESOLUTION AUTHORIZING THE PAYBACK OF AN INTER-FUND LOAN FROM THE EMERGENCY SERVICES FUND OPERATING CONTINGENCY IN THE AMOUNT OF \$20,000 TO THE GENERAL FUND OPERATING CONTINGENCY.**

**WHEREAS**, the EMS Fund was in a deficit situation at the FYE 2017-218 and Oregon Budget Law requires that the account be brought into compliance; and

**WHEREAS**, ORS 294.468 allows cities to make interfund loans for the purpose of operating; and

**WHEREAS**, the General Fund loaned EMS Fund \$20,000 and the loan must be repaid by the end of the ensuing year or ensuing budget period from which the money was borrowed or if not paid within that budget year must be budgeted as a requirement in the next budget period;

**WHEREAS**, the amount of this no interest loan is \$20,000 to be paid back to the General Fund Contingency;

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

**SECTION 1. Authorization Payback of Interfund Loan.** The City Council hereby authorizes the payback of the inter-fund loan from the EMS Fund Contingency to the General Fund Contingency and authorizes the appropriation in the amount of \$20,000.

Fund/Dept.	Budgeted Amount	Resources Needed	Reallocated	Account Number
EMERGENCY SERVICES FUND				
Contingency	24,418	4,418	(20,000)	05-405-65010
Transfer to General Fund	0	20,000	20,000	05-405-64019
GENERAL FUND				
Transfer from other funds	0	20,000	20,000	01-301-43669
Contingency	36,942	56,942	20,000	01-422-65010

**SECTION 2. Effective Date.** This resolution shall become effective upon adoption by the City Council and approval by the Mayor.

**SECTION 3. Expiration.** This resolution shall remain in effect until completion and approval of the audit of the fiscal year in which the final payment is made to repay this loan.

**ADOPTED** by the City Council this **11th** day of **June**, 2018.

**APPROVED** by the Mayor this **11th** day of **June**, 2018.

\_\_\_\_\_  
Tom Cramblett, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Woosley, City Recorder



**STAFF REPORT**

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**Date Prepared: 5/16/18**

**For City Council Meeting on: 6/11/18**

**TO: Honorable Mayor and City Council**

**PREPARED BY:** Kathy Woosley, City Recorder

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

**SUBJECT:** Ordinance No. 446 amending the Community Development Code as adopted by Ordinance No. 350, by adding language, clarifying the language, and adding Chapters to the CDC.

**SYNOPSIS:** The Planning Commission proposes the amendments to the CDC with the amendments as shown in Exhibit A to Ordinance No. 446.

**CITY COUNCIL OPTIONS:**

1. Vote on Ordinance No. 446 and have the second reading.
2. Table action to another meeting.

**RECOMMENDATION:** The City Council vote on the motion made at the last meeting and have second reading of Ordinance No. 446.

**Planning Review and Opinion:** The Planning Commission and Staff would like to amend the CDC with the amendments as attached to Ordinance No. 446. The Planning Commission held several work sessions and a public hearing on this issue. The Planning Commission view these amendments as a way for the Planning Commission to allow appropriate places for higher density and mixed use development, complete neighborhoods, clarify design guidelines for high quality development, accommodate growth within the existing UGB while maintaining a high quality of life, enhance walkability and bikability, improve connections to the Historic Columbia River Highway and Trial, and to improve the pedestrian-friendly nature of the downtown area along WaNaPa Street while accommodating tourism automobile traffic and maintain the historic character of the highway.



**AN ORDINANCE AMENDING THE COMMUNITY DEVELOPMENT CODE AS ADOPTED BY ORDINANCE NO. 350, BY AMENDING AND ADDING CHAPTERS.**

**WHEREAS**, the City has prepared language to add and clarify the language in the Community Development Code and to add Chapters to the Code to allow appropriate places for higher density and mixed-use development, complete neighborhoods, design guidelines for high quality development, accommodate growth within the existing UGB while maintaining a high quality of life, enhance walkability and bikability, improve connections to the Historic Columbia River Highway and Trail, and to improve the pedestrian-friendly nature of the downtown area along WaNaPa Street (U.S. Hwy. 30) while accommodating tourist automobile traffic and maintain the historic character of the highway; and

**WHEREAS**, the City's Planning Commission held a Public Hearing on the issue of adopting the amendments to the Community Development Code; and

**WHEREAS**, the City's Planning Commission approved the draft language to amend the Community Development Code and recommended adoption to the City Council; and

**WHEREAS**, the City Council held two Public Hearings on the issue of adopting the Code amendment ordinance on May 14 and June 11, 2018; and

**WHEREAS**, the City Council makes the following findings in accordance with the amendments to the CDC:

8-6.176.050 Approval Criteria - Comprehensive Plan and Development Code Text Amendments

*An application to amend the text of the Comprehensive Plan and/or the Development Code text shall be found to:*

- A. Comply with the Statewide Planning Goals and related administrative rules.*
- B. Comply with the Comprehensive Plan goals, policies, and implementation strategies.*
- C. Be internally consistent with related Comprehensive Plan or Development Code provisions.*
- D. Promote provision of adequate public facilities and services for the community.*

**Finding:** The proposed amendments do not modify the Comprehensive Plan, which was found to comply with all applicable Statewide Planning Goals and administrative rules during the most recent update to the Plan in 2001. Therefore, in order for Criterion A to be met, the proposed amendments need only comply with the applicable goals, policies, and implementation strategies of the Comprehensive Plan, be internally consistent with other Development Code provisions, and promote the provision of adequate public facilities and services. The applicable Comprehensive Plan provisions are addressed, as follows:

**I. Natural Resources and Hazards**

**B. Land (Statewide Planning Goals 3, 4, 5, 6, 7 and 14)**

**Goals**

- 1. To promote efficient use of land within the Urban Growth Boundary while being compatible with existing development and physical development limitations.*

**Finding:** The proposed amendments promote more efficient use of land by allowing Accessory Residential Units in the LDR and MDR zones and Cottage Development in the MDR zone, decreasing the amount of open space required of Planned Developments (from 20% to 10%), and expanding the

types of uses allowed in the Resort Commercial zone. Land use standards and review procedures are proposed to ensure compatibility between these types of development and existing development. The amendments add two terms to Chapter 8-6.08 Definitions, *Accessory Residential Unit* and *Cottage Development*, for internal consistency with amendments to the LDR and MDR zones. Adequate public facilities and services are assured for these uses through the use-specific standards contained in Chapters 8-6.165 and 8-6.166. These criteria are met.

#### ***D. Energy (Statewide Planning Goals 5 and 13)***

##### *Goal*

*To promote efficient energy use.*

##### *Policies*

*The City shall:*

- 1. Encourage efficient forms of transportation including walking, bicycling, and transit.*

**Finding:** The proposed amendments to Chapter 8-6.16 Development Permit assure transportation efficiency by providing criteria for requiring adequate public facilities in new development, including streets and sidewalks, pursuant to the City's Transportation System Plan. This criterion is met.

#### ***II. Infrastructure and Public Services***

##### ***A. Public Transit and Special Transportation Needs (Statewide Planning Goal 12)***

##### *Goal*

*To provide safe, convenient, and economical transportation opportunities for all Cascade Locks residents and businesses as provided in the Cascade Locks Transportation System Plan.*

##### ***B. Pedestrian and Bicycle Travel (Statewide Planning Goal 12)***

##### *Goal*

*To encourage walking and bicycling as provided in the Cascade Locks Transportation System Plan.*

##### ***C. Streets (Statewide Planning Goal 12)***

##### *Goal*

*To provide a street system that meets the needs of residents and businesses as provided in the Cascade Locks Transportation System Plan.*

##### ***D. Utilities and Services (Statewide Planning Goal 11)***

##### *Goal*

*To plan for and provide timely, orderly, and efficient maintenance and improvement of public facilities and services within the Urban Growth Boundary at a pace which keeps up with the City's growth rate and needs.*

##### *Policies*

*The City shall:*

- 1. Phase utility improvements to support development in areas that can be most effectively served.*
- 2. Encourage development in areas that have adequate facilities and services.*
- 3. Work to provide sanitary sewer service to all properties within the Urban Growth Boundary.*
- 4. Work to provide appropriate water service to all properties within the Urban Growth Boundary to satisfy residential, business, and firefighting needs.*
- 5. Coordinate with the Port of Cascade Locks to provide utilities and services to the proposed development on the port property.*
- 6. Require new development to provide the utilities and services necessary to serve the development.*

**Finding:** The above policies in part are intended to require adequate public facilities and services in new development. The amendments to Chapter 8-6.16 Development Permit assure adequate public facilities in new development, including all modes of transportation, pursuant to the Transportation System Plan, utilities and City services. This criterion is met.

### **III. Economy**

#### **A. Commercial and Industrial Revitalization and Development (Statewide Planning Goal 9)**

##### *Goal*

*To promote a diversified City economy.*

##### *Policies*

*The City shall:*

- 1. Continue to work closely with the Port of Cascade Locks to implement the Master Plan for the Industrial Park and Government Rock.*
- 2. Provide sufficient quantities of appropriately located and zoned land for new businesses in the community.*
- 3. Provide facilities, services, and amenities to promote tourism.*
- 4. Promote the downtown as the primary commercial and service center of the City.*

##### *Implementation Strategies*

- 1. Implement the recommendations contained in the Economic Development Plan for the City of Cascade Locks.*
- 2. Implement the Downtown Street Theme dated September 1992.*
- 3. Establish Comprehensive Plan land use designations and zoning requirements that support the Master Plan for the Industrial Park and Government Rock.*

#### **B. Jobs Creation (Statewide Planning Goal 9)**

##### *Goal*

*To create family wage jobs for City residents by implementing the Economic Development Plan for the City of Cascade Locks.*

##### *Policies*

*The City shall:*

- 1. Provide sufficient commercially and industrially zoned land to encourage the expansion of existing businesses and the establishment of new employment opportunities.*
- 2. Coordinate efforts with the Port of Cascade Locks to implement the Master Plan for the Industrial Park and Government Rock.*

##### *Implementation Strategies*

- 1. Create Comprehensive Plan and Zoning Ordinance land use designations and standards to help implement the Master Plan for the Industrial Park and Government Rock.*
- 2. Implement the recommendations contained in the Economic Development Plan for the City of Cascade Locks.*
- 3. Work with the Port of Cascade Locks, Hood River School District, Columbia Gorge Community College, and Mt. Hood Community College to provide assistance with job training and retraining.*
- 4. Provide incentives to existing or new businesses to provide employment and/or training opportunities to city residents.*

**Finding:** The proposed amendments to the Commercial Resort Zone (CR) broaden the range of uses allowed on the Port property, consistent with the Port of Cascade Locks Master Plan and Policies A.1 and B.1 and B.2, and Implementation Strategy B.1 through B.4. The amendments to the CR zone also make efficient use of employment lands and encourage tourism, consistent with Policies 2 and 3.

Amendments to the Downtown Zone (D) strengthen the position of downtown as a commercial and service center by clarifying the development and design standards of the zone, including downtown streetscape elements, consistent with Policy A.4 and B.1 and Implementation Strategy A.2. These criteria are met.

#### ***IV. Planning***

##### ***A. Citizen Involvement (Statewide Planning Goal 1)***

###### *Goal*

*To continue the City's citizen involvement program by improving the opportunity for citizens to actively participate in all phases of the planning process.*

###### *Policy*

*The City shall continue to use citizen committees to help resolve community issues.*

###### *Implementation Strategy*

*Provide notice of Comprehensive Plan, land use ordinance, and land development proposals.*

##### ***B. Communication (Statewide Planning Goal 1)***

###### *Goal*

*To provide public information about planning activities and City functions to enhance public understanding about the City and the services it provides.*

###### *Implementation Strategies*

- 1. Town Hall meetings that are structured to provide public information about community issues and to receive citizen comments.*
- 2. Continue to publish and distribute The Locks Tender quarterly newsletter.*
- 3. Establish a home page on the Internet.*

##### ***C. Agency Coordination and Cooperation (Statewide Planning Goal 2)***

###### *Goal*

*To provide appropriate coordination of planning programs with other local, state, and federal agencies.*

###### *Policy*

*The City shall continue to work closely with local, state, and federal agencies to provide well coordinated planning programs.*

###### *Implementation Strategies*

- 1. Provide timely notice of Comprehensive Plan, land use ordinance, and land development proposals to affected agencies.*
- 2. Meet with other agencies on a regular basis (e.g., semi-annually).*

##### ***D. Land Use Planning (Statewide Planning Goal 2)***

###### *Goal*

*The City shall develop a coordinated planning program including an overall vision for the community, clear goals, and implementation programs.*

*The City shall provide an orderly transition from rural to urban land uses.*

###### *Policy*

*The City shall continue to amend its Comprehensive Plan and zoning designations to reflect changes in the community and state planning requirements.*

###### *Implementation Strategy*

*Amend the Comprehensive Plan and zoning designations as necessary to address changing circumstances.*

**Finding:** The proposed code amendments were developed through an inclusive public process which began in 2015 with an initial code evaluation and action plan (Phase 1) that included participation by business owners, Port representatives, and members of the general public, Planning Commission, and City Council. The list of code amendments was refined in Phase 2 of the process, which involved community outreach by the City, two Planning Commission public work sessions, a community meeting, and public hearings before the Planning Commission and City Council (forthcoming). At each of the meetings, the public and other potentially affected agencies such as the Port and the Oregon Department of Transportation were invited to participate and provide input. The City has provided public notice to other potentially affected public agencies, housing providers, and the public in accordance with the public outreach and involvement plan developed for Phase 2 and the notification requirements in Chapter 8-6.24.050. As required by state law, the City also notified the Oregon Department of Land Conservation and Development 35 days prior to the first evidentiary hearing on this proposal. The criteria Part IV of the Comprehensive Plan are met.

## ***V. Quality of Life***

### ***A. Sense of Place (Statewide Planning Goal 5)***

#### *Goal*

*To maintain the historic, small town character and scenic beauty of the community.*

#### *Policy*

*The City shall conserve important open space and natural and scenic resources.*

#### *Implementation Strategies*

- 1. Develop planned development ordinance provisions that encourage or require transfer of density within the area south of I-84 to concentrate development in the most suitable areas while providing common open space areas to protect the scenic qualities of the remaining land which is less suited for development.*
- 2. Implement the Downtown Street Theme.*

### ***B. Housing Opportunities (Statewide Planning Goal 10)***

#### *Goal*

*To provide adequate housing opportunities.*

#### *Policies*

*The City shall:*

- 1. Encourage a variety of housing types and prices.*
- 2. Strive to make public infrastructure available to support new residential development.*

#### *Implementation Strategies*

- 1. Implement the Housing Study*
- 2. Streamline ordinance procedures to make it easier to provide new housing.*

**Finding:** Consistent with the policies in subsections A and B, the proposed amendments to the Planned Development standards in Chapter 8.6.140 promote housing variety and efficiency by reducing the percentage of open space required for planned developments from 20% to 10% and ensuring required open space is appropriate located and usable for residents. These policies and the implementation strategies that follow are also met by the proposed amendments allowing Accessory Residential Units in the LDR and MDR zones and Cottage Development in the MDR zone. Land use standards and review procedures are proposed to ensure compatibility between these types of development and existing development. The amendments add two terms to Chapter 8-6.08 Definitions,

*Accessory Residential Unit and Cottage Development*, for these uses, and for internal consistency with amendments to the LDR and MDR zones. Adequate public facilities and services are assured for these uses through the use-specific standards contained in Chapters 8-6.165 and 8-6.166, consistent with Policy B.2. These criteria are met.

**NOW THEREFORE:**

**THE CITY OF CASCADE LOCKS, HOOD RIVER COUNTY, OREGON, ORDAINS  
AS FOLLOWS:**

**SECTION 1. Chapter 8-6.08. DEFINITIONS** is amended as presented in the attached Exhibit A.

**SECTION 2. Chapter 8-6.56. LOW DENSITY RESIDENTIAL ZONE (LDR)** is amended as presented in the attached Exhibit A.

**SECTION 3. Chapter 8-6.101. BUILDING DESIGN STANDARDS FOR SINGLE FAMILY AND DUPLEX DWELLINGS** is amended as presented in the attached Exhibit A.

**SECTION 4. Chapter 8-6.100. MANUFACTURED/MOBILE HOME REGULATIONS** is amended as presented in the attached Exhibit A.

**SECTION 5. Chapter 8-6.60. MEDIUM DENSITY RESIDENTIAL ZONE (MDR)** is amended as presented in the attached Exhibit A.

**SECTION 6. Chapter 8-6.64. HIGH DENSITY RESIDENTIAL (HDR)** is amended as presented in the attached Exhibit A.

**SECTION 7. Chapter 8-6.164 ACCESSORY STRUCTURES** is amended as presented in the attached Exhibit A.

**SECTION 8. Chapter 8-6.165 ACCESSORY RESIDENTIAL UNITS** is amended as presented in the attached Exhibit A.

**SECTION 9. Chapter 8-6.166 COTTAGE DEVELOPMENTS** is amended as presented in the attached Exhibit A.

**SECTION 10. Chapter 8-6.140 PLANNED DEVELOPMENTS** is amended as presented in the attached Exhibit A.

**SECTION 11. Chapter 8-6.70 DOWNTOWN ZONE (D)** is amended as presented in the attached Exhibit A.

**SECTION 12. Chapter 8-6.2 COMMERCIAL ZONE (C)** is amended as presented in the attached Exhibit A.

**SECTION 13. Chapter 8-6.80 RESORT COMMERCIAL ZONE (RC)** is amended as presented in the attached Exhibit A.

**SECTION 14. Chapter 8-6.180 SUBDIVISION** is amended as presented in the attached Exhibit A.

**SECTION 15. Chapter 8-6.184 MAJOR AND MINOR LAND PARTITIONS AND LOT LINE ADJUSTMENTS** is amended as presented in the attached Exhibit A.

**SECTION 16. Chapter 8-6.16 DEVELOPMENT PERMIT** is amended as presented in the attached Exhibit A.

**SECTION 17. Chapter 8-6.48 CODE INTERPRETATIONS** is amended as presented in the attached Exhibit A.

**SECTION 18. Severability.** Should any section, subsection, paragraph, sentence, clause or phrase of this ordinance be declared invalid, such declaration shall not affect the validity of any other section, subsection, paragraph, sentence, clause, or phrase; and if this ordinance, or any portion thereof, should be held to be invalid on one ground but valid on another, it shall be construed that the valid ground is the one upon which said ordinance, or such portion thereof, was enacted.

**SECTION 19. Effective Date.** This ordinance shall become effective thirty (30) days after adoption by the City Council and approval by the Mayor.

**ADOPTED** by the City Council this 11th day of June, 2018.

**APPROVED** by the Mayor this 11th day of June, 2018.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Recorder

First Reading Approved: 05/14/18;

Second Reading Approved: 06/11/18;      Ayes ; Nays



**EXHIBIT A**

**Criteria and Findings for Amending the CDC**

**CDC Amendments**



## Criteria and Findings for Amending the Development Code

The following chapters of the Development Code are proposed to be amended or added:

Chapter 8-6.08 DEFINITIONS  
Chapter 8-6.56 LOW DENSITY RESIDENTIAL ZONE (LDR)  
Chapter 8-6.101 BUILDING DESIGN STANDARDS FOR SINGLE FAMILY AND DUPLEX DWELLING  
Chapter 8-6.100 MANUFACTURED/MOBILE HOME REGULATIONS  
Chapter 8-6.60 MEDIUM DENSITY RESIDENTIAL ZONE (MDR)  
Chapter 8-6.64 HIGH DENSITY RESIDENTIAL (HDR)  
Chapter 8-6.164 ACCESSORY STRUCTURES  
Chapter 8-6.165 ACCESSORY RESIDENTIAL UNITS  
Chapter 8-6.166 COTTAGE DEVELOPMENTS  
Chapter 8-6.140 PLANNED DEVELOPMENTS  
Chapter 8-6.70 DOWNTOWN ZONE (D)  
Chapter 8-6.2 COMMERCIAL ZONE (C)  
Chapter 8-6.80 RESORT COMMERCIAL ZONE (RC)  
Chapter 8-6.180 SUBDIVISION  
Chapter 8-6.184 MAJOR AND MINOR LAND PARTITIONS AND LOT LINE ADJUSTMENTS  
Chapter 8-6.16 DEVELOPMENT PERMIT  
Chapter 8-6.48 CODE INTERPRETATIONS

Criteria for amending the Development Code are found in Chapter 8-6.176 of the Development Code and are addressed as follows. Only those criteria that apply to the proposed amendments are addressed. (A double backslash “//” is used to indicate where the narrative skips over non-applicable code provisions.)

### 8-6.176.030 Administration

- A. *Application(s) for an amendment to the Comprehensive Plan or Development Code text or a legislative Comprehensive Plan map amendment shall follow the City Council review process in accordance with Article II, Procedures.*

**Finding:** The proposed Development Code text amendments are being processed as legislative amendments because they affect more than a small number of properties. Some amendments apply to specific zones, while others apply to more than one zone.

- B. *Application for a quasi-judicial Comprehensive Plan and/or zoning map amendment shall follow the Planning Commission review process in accordance with Article II, Procedures.*

**Finding:** Criterion B is not applicable because the proposed amendments are legislative.

C. Amendment applications shall be initiated in the following manner:

//

2. *Legislative*

*Requests for Comprehensive Plan map amendments, which are legislative, and Comprehensive Plan or Development Code text amendments may be initiated by the Planning Commission or the City Council. Others may request the Planning Commission to consider an initiation of an amendment.*

**Finding:** The City Council initiated the proposed amendments, directing staff and the Planning Commission to complete amendments identified in the 2015 Development Code Evaluation and Action Plan.

8-6.176.040 Submittal Requirements

A. *In addition to the application form and information required in Section 8-6.24.030, the applicant shall submit a supporting narrative, illustrations, plans, etc. to demonstrate compliance with the provisions of this chapter.*

//

**Finding:** This request, initiated by the City of Cascade Locks, has been filed pursuant to the above submittal requirements. The background and findings contained herein and attached to the staff report serve as the supporting narrative for this request.

8-6.176.050 Approval Criteria - Comprehensive Plan and Development Code Text Amendments

*An application to amend the text of the Comprehensive Plan and/or the Development Code text shall be found to:*

- A. *Comply with the Statewide Planning Goals and related administrative rules.*
- B. *Comply with the Comprehensive Plan goals, policies, and implementation strategies.*
- C. *Be internally consistent with related Comprehensive Plan or Development Code provisions.*

D. *Promote provision of adequate public facilities and services for the community.*

**Finding:** The proposed amendments do not modify the Comprehensive Plan, which was found to comply with all applicable Statewide Planning Goals and administrative rules during the most recent update to the Plan in 2001. Therefore, in order for Criterion A to be met, the proposed amendments need only comply with the applicable goals, policies, and implementation strategies of the Comprehensive Plan, be internally consistent with other Development Code provisions, and promote the provision of adequate public facilities and services. The applicable Comprehensive Plan provisions are addressed, as follows.

**I. *Natural Resources and Hazards***

**B. *Land (Statewide Planning Goals 5, 6, 7 and 14)***

*Goals*

1. *To promote efficient use of land within the Urban Growth Boundary while being compatible with existing development and physical development limitations.*

**Finding:** The proposed amendments promote more efficient use of land by allowing Accessory Residential Units in the LDR and MDR zones, duplexes in the LDR zone, and Cottage Development in the MDR zone; decreasing the amount of open space required of Planned Developments (from 20% to 10%); and expanding the types of uses, including mixed-use development, allowed in the Resort Commercial zone. Land use standards and review procedures are proposed to ensure compatibility between these types of development and existing development. The amendments add two terms to Chapter 8-6.08 Definitions, *Accessory Residential Unit* and *Cottage Development*, for internal consistency with amendments to the LDR and MDR zones. Adequate public facilities and services are assured for these uses through the use-specific standards contained in Chapters 8-6.165 and 8-6.166. These criteria are met.

[Because Cottage Developments and Secondary Residential Units are not needed housing as defined by ORS 197.301 or the City of Cascade Locks Comprehensive Plan they can be allowed subject to discretionary standards and approval criteria.]

**D. *Energy (Statewide Planning Goals 5 and 13)***

*Goal*

*To promote efficient energy use.*

*Policies*

*The city shall:*

//

2. *Encourage efficient forms of transportation including walking, bicycling, and transit.*

**Finding:** The proposed amendments to Chapter 8-6.16 Development Permit assure transportation efficiency by providing criteria for requiring adequate public facilities in new development, including streets and sidewalks, pursuant to the City's Transportation System Plan. This criterion is met.

## ***II. Infrastructure and Public Services***

### ***A. Public Transit and Special Transportation Needs (Statewide Planning Goal 12)***

#### *Goal*

*To provide safe, convenient, and economical transportation opportunities for all Cascade Locks residents and businesses as provided in the Cascade Locks Transportation System Plan.*

### ***B. Pedestrian and Bicycle Travel (Statewide Planning Goal 12)***

#### *Goal*

*To encourage walking and bicycling as provided in the Cascade Locks Transportation System Plan.*

### ***C. Streets (Statewide Planning Goal 12)***

#### *Goal*

*To provide a street system that meets the needs of residents and businesses as provided in the Cascade Locks Transportation System Plan.*

### ***D. Utilities and Services (Statewide Planning Goal 11)***

#### *Goal*

*To plan for and provide timely, orderly, and efficient maintenance and improvement of public facilities and services within the Urban Growth Boundary at a pace which keeps up with the city's growth rate and needs.*

#### *Policies*

*The city shall:*

- 1. Phase utility improvements to support development in areas that can be most effectively served.*
- 2. Encourage development in areas that have adequate facilities and services.*
- 3. Work to provide sanitary sewer service to all properties within the Urban Growth Boundary.*
- 4. Work to provide appropriate water service to all properties within the Urban Growth Boundary to satisfy residential, business, and fire fighting needs.*
- 5. Coordinate with the Port of Cascade Locks to provide utilities and services to the proposed development on the port property.*
- 6. Require new development to provide the utilities and services necessary to serve the development.*

**Finding:** The above policies in part are intended to require adequate public facilities and services in new development. The amendments to Chapter 8-6.16 Development Permit assure adequate public facilities in new development, including all modes of transportation, pursuant to the Transportation System Plan, utilities and city services. This criterion is met.

### ***III. Economy***

#### ***A. Commercial and Industrial Revitalization and Development (Statewide Planning Goal 9)***

##### *Goal*

*To promote a diversified city economy.*

##### *Policies*

*The city shall:*

- 1. Continue to work closely with the Port of Cascade Locks to implement the Master Plan for the Industrial Park and Government Rock.*
- 2. Provide sufficient quantities of appropriately located and zoned land for new businesses in the community.*
- 3. Provide facilities, services, and amenities to promote tourism.*
- 4. Promote the downtown as the primary commercial and service center of the city.*

##### *Implementation Strategies*

- 1. Implement the recommendations contained in the Economic Development Plan for the city of Cascade Locks.*
- 2. Implement the Downtown Street Theme dated September 1992.*
- 3. Establish Comprehensive Plan land use designations and zoning requirements that support the Master Plan for the Industrial Park and Government Rock.*

#### ***B. Jobs Creation (Statewide Planning Goal 9)***

##### *Goal*

*To create family wage jobs for city residents by implementing the Economic Development Plan for the city of Cascade Locks.*

##### *Policies*

*The city shall:*

- 1. Provide sufficient commercially and industrially zoned land to encourage the expansion of existing businesses and the establishment of new employment opportunities.*
- 2. Coordinate efforts with the Port of Cascade Locks to implement the Master Plan for the Industrial Park and Government Rock.*

##### *Implementation Strategies*

1. *Create Comprehensive Plan and Zoning Ordinance land use designations and standards to help implement the Master Plan for the Industrial Park and Government Rock.*
2. *Implement the recommendations contained in the Economic Development Plan for the city of Cascade Locks.*
3. *Work with the Port of Cascade Locks, Hood River School District, Columbia Gorge Community College, and Mt. Hood Community College to provide assistance with job training and retraining.*
4. *Provide incentives to existing or new businesses to provide employment and/or training opportunities to city residents.*

**Finding:** The proposed amendments to the Commercial Resort Zone (CR) broaden the range of uses allowed on the Port property, consistent with the Port of Cascade Locks Master Plan and Policies A.1 and B.1 and B.2, and Implementation Strategy B.1 through B.4. The amendments to the CR zone also make efficient use of employment lands and encourage tourism, consistent with Policies 2 and 3. Amendments to the Downtown Zone (D) strengthen the position of downtown as a commercial and service center by clarifying the development and design standards of the zone, including downtown streetscape elements, consistent with Policy A.4 and B.1 and Implementation Strategy A.2. These criteria are met.

#### ***IV. Planning***

##### ***A. Citizen Involvement (Statewide Planning Goal 1)***

###### *Goal*

*To continue the city's citizen involvement program by improving the opportunity for citizens to actively participate in all phases of the planning process.*

###### *Policy*

*The city shall continue to use citizen committees to help resolve community issues.*

###### *Implementation Strategy*

*Provide notice of Comprehensive Plan, land use ordinance, and land development proposals.*

##### ***B. Communication (Statewide Planning Goal 1)***

###### *Goal*

*To provide public information about planning activities and city functions to enhance public understanding about the city and the services it provides.*

###### *Implementation Strategies*

1. *Town Hall meetings that are structured to provide public information about community issues and to receive citizen comments.*
2. *Continue to publish and distribute The Locks Tender quarterly newsletter.*
3. *Establish a home page on the Internet.*

### ***C. Agency Coordination and Cooperation (Statewide Planning Goal 2)***

#### *Goal*

*To provide appropriate coordination of planning programs with other local, state, and federal agencies.*

#### *Policy*

*The city shall continue to work closely with local, state, and federal agencies to provide well coordinated planning programs.*

#### *Implementation Strategies*

- 1. Provide timely notice of Comprehensive Plan, land use ordinance, and land development proposals to affected agencies.*
- 2. Meet with other agencies on a regular basis (e.g., semi-annually).*

### ***D. Land Use Planning (Statewide Planning Goal 2)***

#### *Goal*

*The city shall develop a coordinated planning program including an overall vision for the community, clear goals, and implementation programs.*

*The city shall provide an orderly transition from rural to urban land uses.*

#### *Policy*

*The city shall continue to amend its Comprehensive Plan and zoning designations to reflect changes in the community and state planning requirements.*

#### *Implementation Strategy*

*Amend the Comprehensive Plan and zoning designations as necessary to address changing circumstances.*

**Finding:** The proposed code amendments were developed through an inclusive public process which began in 2015 with an initial code evaluation and action plan (Phase 1) that included participation by business owners, Port representatives, and members of the general public, Planning Commission, and City Council. The list of code amendments was refined in Phase 2 of the process, which involved community outreach by the City, two Planning Commission public work sessions, a community meeting, and public hearings before the Planning Commission and City Council (forthcoming). At each of the meetings, the public and other potentially affected agencies such as the Port and the Oregon Department of Transportation were invited to participate and provide input. The City has provided public notice to other potentially affected public agencies, housing providers, and the public in accordance with the public outreach and involvement plan developed for Phase 2 and the notification requirements in Chapter 8-6.24.050. As required by state law, the City also notified the Oregon Department of Land Conservation and Development 35 days prior to the first evidentiary hearing on this proposal. The criteria Part IV of the Comprehensive Plan are met.

## ***V. Quality of Life***

### ***A. Sense of Place (Statewide Planning Goal 5)***

#### *Goal*

*To maintain the historic, small town character and scenic beauty of the community.*

#### *Policy*

*The city shall conserve important open space and natural and scenic resources.*

#### *Implementation Strategies*

- 1. Develop planned development ordinance provisions that encourage or require transfer of density within the area south of I-84 to concentrate development in the most suitable areas while providing common open space areas to protect the scenic qualities of the remaining land which is less suited for development.*
- 2. Implement the Downtown Street Theme.*

### ***B. Housing Opportunities (Statewide Planning Goal 10)***

#### *Goal*

*To provide adequate housing opportunities.*

#### *Policies*

*The city shall:*

- 1. Encourage a variety of housing types and prices.*
- 2. Strive to make public infrastructure available to support new residential development.*

#### *Implementation Strategies*

- 1. Implement the Housing Study*
- 2. Streamline ordinance procedures to make it easier to provide new housing.*

**Finding:** Consistent with the policies in subsections A and B, the proposed amendments to the Planned Development standards in Chapter 8.6.140 promote housing variety and efficiency by reducing the percentage of open space required for planned developments from 20% to 10% and ensuring required open space is appropriate located and usable for residents. These policies and the implementation strategies that follow are also met by the proposed amendments allowing Accessory Residential Units in the LDR and MDR zones, duplexes in the LDR zone, and Cottage Development in the MDR zone. Land use standards and review procedures are proposed to ensure compatibility between these types of development and existing development. The amendments add two terms to Chapter 8-6.08 Definitions, *Accessory Residential Unit* and *Cottage Development*, for these uses, and for internal consistency with amendments to the LDR and MDR zones.

Adequate public facilities and services are assured for these uses through the use-specific standards contained in Chapters 8-6.165 and 8-6.166, consistent with Policy B.2. These criteria are met.

[Because Cottage Development and Secondary Residential Units are not needed housing as defined by ORS 197.301 or the City of Cascade Locks Comprehensive Plan they can be allowed subject to discretionary standards and criteria.]



**CITY OF CASCADE LOCKS DEVELOPMENT CODE UPDATE  
CITY COUNCIL PUBLIC HEARING DRAFT  
APRIL 25, 2018**

**Chapter 8-6.08 DEFINITIONS**

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8-6.08.020 Definitions of Specific Terms

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**Cottage Housing Development.** Four or more detached dwelling units on one or more lots developed under a unified site plan approved pursuant to Section 8-6.166 Cottage Housing Development standards.

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**Accessory Residential Unit.** An accessory residential unit is an interior, attached, or detached residential structure that is used in connection with, or that is accessory to, a single-family dwelling, subject to the siting and design standards of Section 8-6.165.

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## Chapter 8-6.56 LOW DENSITY RESIDENTIAL ZONE (LDR)

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### 8-6.56.020 Permitted Uses

A permitted use is a use which is allowed outright but is subject to all applicable provisions of this title. If a use is not listed as a permitted use, it may be held to be a similar unlisted use under the provisions of Chapter 8-6.48, Unlisted Use. Permitted uses in the LDR district are:

- A. Dwelling, single-family detached;
- B. Dwelling, duplex;**
- C. Accessory residential unit;**
- DB.** Manufactured home on an individual lot;
- EC.** Residential home;
- FD.** Family day care (Family Care);
- GE.** Accessory-buildings **structures not exceeding 400 square feet;** and
- HF.** Home occupations.

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### 8-6.56.030 Conditional Uses

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#### **J. Accessory structures exceeding 400 square feet**

### 8-6.56.040 Dimensional Requirements

Unless modified as provided in Chapter 8-6.140, Planned Development Overlay Zone or Chapter 8-6.160, Variance, the dimensional requirements in the LDR district are:

- A. All uses except Zero Side Yard **and Duplex** Dwellings:
  - 1. A minimum lot area 6,500 for individual lots and an average minimum lot size of 7,500 square feet when lots are created; and
  - 2. A minimum average lot width of 50 feet.
  - 3. A minimum average lot depth of 80 feet.
  - 4. A minimum lot width at the street of 40 feet and 20 feet on a cul-de-sac or for a flag lot.
- B. Zero Side Yard **and Duplex** Dwellings
  - 1. A minimum lot size for the entire zero side yard dwelling development of 12,000 square feet and an average lot size for individual lots created within the development of 3,500 square feet. See Section 8-6.102.

2. A minimum lot size for duplex dwellings of 3,500 square feet per dwelling unit (7,000 square feet per duplex).
  - 2.3. A minimum lot width of 20 feet.
- C. Minimum building setback requirements of:
1. Front yard of 15 feet ~~for the building and garage~~;
  2. Side yard of 5 feet, or 0 feet for attached single family dwellings or detached single family dwellings where the setback between structures on the abutting property is approved by the Building Official and is permanently assured;
  3. Side yard (street) of 10 feet;
  4. Rear yard of 15 feet; and
  5. Garage vehicle entrance setback of 20 feet.
- D. No building shall exceed 35 feet in height.
- E. The maximum height and size and minimum setbacks for accessory structures shall comply with the provisions of Chapter 8-6.164, Accessory Structures.
- F. The maximum coverage of buildings and impervious surfaces shall not exceed 75 percent of the total lot area.
- G. New single family dwellings and duplexes shall conform to the building design standards in Chapter 8-6.101.

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## **Chapter 8-6.101 BUILDING DESIGN STANDARDS FOR SINGLE FAMILY AND DUPLEX DWELLINGS**

### **8-6.101.010 Purpose**

The following standards will be applied to all single family dwellings **and duplexes**, whether modular or manufactured homes, or site-built homes, to be constructed or located in any zone in order to provide visual relief along the front of the home:

### **8-6.101.020 Single Family and Duplex Design Standards**

All single family homes **and duplexes**, whether modular or manufactured homes, or site-built homes, shall utilize at least two of the following design features on the front side of the home:

- A. Dormers;
- B. Gables;
- C. Recessed entries;
- D. Covered porch entries;
- E. Cupolas;
- F. Pillars or posts;
- G. Bay or bow windows;
- H. Eaves (minimum 6" projection);
- I. Off-sets on building face or roof (minimum 16")

## Chapter 8-6.100 MANUFACTURED/MOBILE HOME REGULATIONS

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### 8-6.100.040 Manufactured Homes on Individual Building Lots

- A. The establishment, location, and use of manufactured homes on individual lots shall be permitted in the absence of covenants, conditions, and restrictions in any zone permitting installation of a detached single-family dwelling unit. Manufactured homes shall be subject to requirements and limitations which apply generally to such residential uses in the district and shall meet the following requirements:
1. The manufactured home shall be multi-sectional with a minimum floor area of 1,000 square feet (excluding any garage or carport);
  2. The manufactured home on sites with a grade of 5% or less shall be placed on an excavated and backfilled concrete or masonry foundation and enclosed at the perimeter such that the finished first floor of the manufactured home is located an average of not more than 12 inches above exterior grade measured five feet outside the foundation on the uphill side of the home. No skirting shall be allowed other than the continuous concrete or masonry foundation;
  3. The manufactured home shall be securely anchored to the foundation system in accordance with the requirements of the state building codes agency for manufactured structures;
  4. The manufactured home shall have a pitched roof with a slope minimum of 3 feet in height for each 12 feet in width;
  5. Review Area. As used herein, "review area" shall include the five nearest residences to the subject lot that are on the same street and are within 250 feet as measured from the lot line to lot line. If there are not five residences within 250 feet, only those homes within 250 feet shall be used.
  6. Predominant Material. As used herein, "predominant material" shall be the material used on the majority of the residences in the review area. If there is no majority of residences using the same material, then the material used on the largest plurality of homes in the review area shall be the predominant material.
  7. The manufactured home shall utilize one of following roof materials.
    - A. Metal.
    - B. Composition roofing material.
    - C. The predominant roofing material used on residences in the review area. If there is no predominant material used on the residences in the review area, then the applicant can use any one of the materials used on the residences in the review area.
  8. Exterior Material. The manufactured home shall utilize one or more of the following exterior materials.

- A. Lap siding composed of wood, vinyl, concrete composite or other materials giving the appearance of wood.
  - B. Grooved siding composed of wood or wood composites.
  - C. Board and batten siding composed of wood or wood composites.
  - D. Shakes or shingles composed of wood or wood composites.
  - E. Brick, brick veneer, stucco, or other masonry materials.
  - F. The predominant siding material used on the front of the houses in the review area. If there is no predominant material used on the residences in the review area, then the applicant can use any one of the materials used on the residences in the review area.
9. The manufactured home shall have an exterior thermal envelope conforming to current HUD standards, as determined by the Building Official.
10. The manufactured home shall have been manufactured after June 15, 1976 and exhibit the Oregon Department of Commerce "Insignia of Compliance" that indicates conformance with Housing and Urban Development (HUD) standards or a HUD certificate indicating compliance.
- ~~11. If the dwellings within the review area have garages or carports, then the manufactured home shall have a garage or carport, and such garage or carport shall be constructed of like materials commonly used on residential dwellings within the community.~~
12. The manufactured home shall meet all applicable development standards, such as setbacks and height limitations, in the Cascade Locks Community Development Code.

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## Chapter 8-6.60 MEDIUM DENSITY RESIDENTIAL ZONE (MDR)

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### 8-6.60.020 Permitted Uses

A permitted use is a use which is allowed outright but is subject to all applicable provisions of this title. If a use is not listed as a permitted use, it may be held to be a similar unlisted use under the provisions of Chapter 8-6.48, Unlisted Use. Permitted uses in the MDR district are:

- A. Dwelling, single family detached;
- B. Manufactured home on an individual lot;
- C. Dwelling, zero side yard, meeting standards of Section 8-6.102;
- D. Dwelling, duplex, triplex and fourplex;
- E. Residential home;
- F. Family day care (Family Care);
- G. Accessory buildings; and
- H. Home occupations.

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### 8-6.60.030 Conditional Uses

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- J. Accessory structures exceeding 400 square feet**
- K. Dwelling, cottage development, meeting standards of Section 8-6.166;**

### 8-6.60.040 Dimensional Requirements

Unless modified as provided in Chapter 8-6.140, Planned Development Overlay Zone, **Section 8-6.166, Cottage Development**, or Chapter 8-6.160, Variance, the dimensional requirements in the MDR district are:

- A. Lot area:
  - 1. Detached single family dwellings. A minimum lot size of 4,500 square feet and an average minimum lot size of 5,000 square feet when two or more lots are created.
  - 2. Zero side yard dwellings. A minimum lot size for the entire development of 8,000 square feet and a minimum lot size for individual lots created within the development of 2,000 square feet. See Section 8-6.102.

3. Duplex, triplex, and fourplex dwellings. A minimum of 4,000 square feet per unit.
- B. A minimum average lot width of 40 feet for detached single family units, and 25 feet per unit for duplex, triplex, and fourplex units. See 8-6.102 for zero side yard dwelling units.
  - C. A minimum average lot depth of 80 feet.
  - D. A minimum lot width at the street of 30 feet and 20 feet on a cul-de-sac or for a flag lot.
  - E. Minimum building setback requirements of:
    1. Front yard of 15 feet for the building and garage;
    2. Side yard of 5 feet or 0 feet for attached single family dwellings or detached single family dwellings where the setback between structures on the abutting property is approved by the Building Official and is permanently assured;
    3. Side yard (street) of 10 feet;
    4. Rear yard of 15 feet; and
    5. Garage vehicle entrance setback of 20 feet.
  - F. No building shall exceed 35 feet in height.
  - G. The maximum height and size and minimum setbacks for accessory structures shall comply with the provisions of Chapter 8-6.164, Accessory Structures.
  - H. The maximum coverage of buildings and impervious surfaces shall not exceed 75 percent of the total lot area.

## **Chapter 8-6.64 HIGH DENSITY RESIDENTIAL (HDR)**

### Sections

- 8-6.64.010 Purpose
- 8-6.64.020 Permitted Uses
- 8-6.64.030 Conditional Uses
- 8-6.64.040 Dimensional Requirements

### 8-6.64.010 Purpose

The purpose of the HDR zone is to provide land for housing opportunities for individual households. The zone implements the Comprehensive Plan policies and regulations that are intended to create, maintain, and promote high density residential neighborhoods.

### 8-6.64.020 Permitted Uses

A permitted use is a use which is allowed outright but is subject to all applicable provisions of this title. If a use is not listed as a permitted use, it may be held to be a similar unlisted use under the provisions of Chapter 8-6.48, Unlisted Use. Permitted uses in the HDR zone are:

- A. Dwelling, single-family detached;
- B. Dwelling, zero side yard, meeting standards of Section 8-6.102;
- C. Dwelling, duplex, triplex and fourplex;
- D. Dwelling, multi-family;
- E. Manufactured home on an individual lot;
- F. Residential home;
- G.** **Residential facility;**
- GH.** Accessory buildings;
- HI.** Family day care (Family Care);
- IJ.** Bed and breakfast facilities; and
- JK.** Home occupations.

### 8-6.64.030 Conditional Uses

A conditional use is a use which is subject to a discretionary decision by the Planning Commission. The approval criteria are set forth in Chapter 8-6.152. If a use is not listed as a conditional use, it may be held to be a similar unlisted use under the provisions of Chapter 8-6.48, Unlisted Use. Conditional uses in the HDR district are:

- A. Schools;
- B. Utilities;
- C. Community services;
- D. Parks and open space;

- E. Religious assembly;
- F. Public facilities;
- G. - Day care, group home (Family Care);
- H. Adult day care (Family Care); and
- I. ~~Residential facility.~~

## Chapter 8-6.164 ACCESSORY STRUCTURES

### Sections

- 8-6.164.010 Purpose
- 8-6.164.020 Applicability of Provisions
- 8-6.164.030 Administration
- 8-6.164.040 Submittal Requirements
- 8-6.164.050 Approval Standards

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### 8-6.164.030 Administration

- A. Accessory structure applications shall be administered and reviewed as an Administrative review, **except where Planning Commission review is required**, in accordance with Article II of this title.

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## Chapter 8-6.165 ACCESSORY RESIDENTIAL UNITS

### Sections:

8-6.165.010 Purpose.  
8-6.165.020 Standards.

### 8-6.165.010 Purpose.

This chapter is intended to control the land use impacts of accessory residential units (ARUs), to provide for compatibility with adjacent single family uses.

### 8-6.165.020 Standards.

ARUs are reviewed through a ministerial (building permit) process and shall conform to all of the following standards:

**A. One Unit.** A maximum of one ARU is allowed per legal lot; the ARU may be a detached cottage, a unit attached to a dwelling, or separate unit in a portion of an existing dwelling.

**B. Owner Occupancy.** The property owner shall register the ARU with the City and maintain his or her primary residence on the subject property, as long as the ARU is occupied. ARUs shall not be used for transient lodging.

**C. Floor Area.** The ARU shall not exceed 800 square feet of floor area.

**D. Lot Size.** The lot on which the ARU is located shall meet the minimum lot size of the zone.

**E. Building Design.** The ARU shall be constructed of materials that are the same or similar to the materials used on the primary dwelling and shall comply with applicable Oregon Structural Specialty Code requirements.

**F. Building Height.** The height of the ARU shall not exceed the height of the primary dwelling on the lot, except that a second story building addition to a single family dwelling or lawfully established accessory structure for the purposes of creating the ARU is permitted provided it does not exceed the height limit of the zone.

**G. Parking.** A minimum of two off-street parking spaces are required total for the primary dwelling unit and the ARU.

**H. Screening and Buffering.** A sight-obscuring landscape hedge (reaching six feet at maturity) or a six-foot sight-obscuring fence shall be installed on the property line between a detached ARU and abutting lot containing a single-family dwelling, where the ARU is placed within 10 feet of the common property line.

## Chapter 8-6.166 COTTAGE DEVELOPMENTS

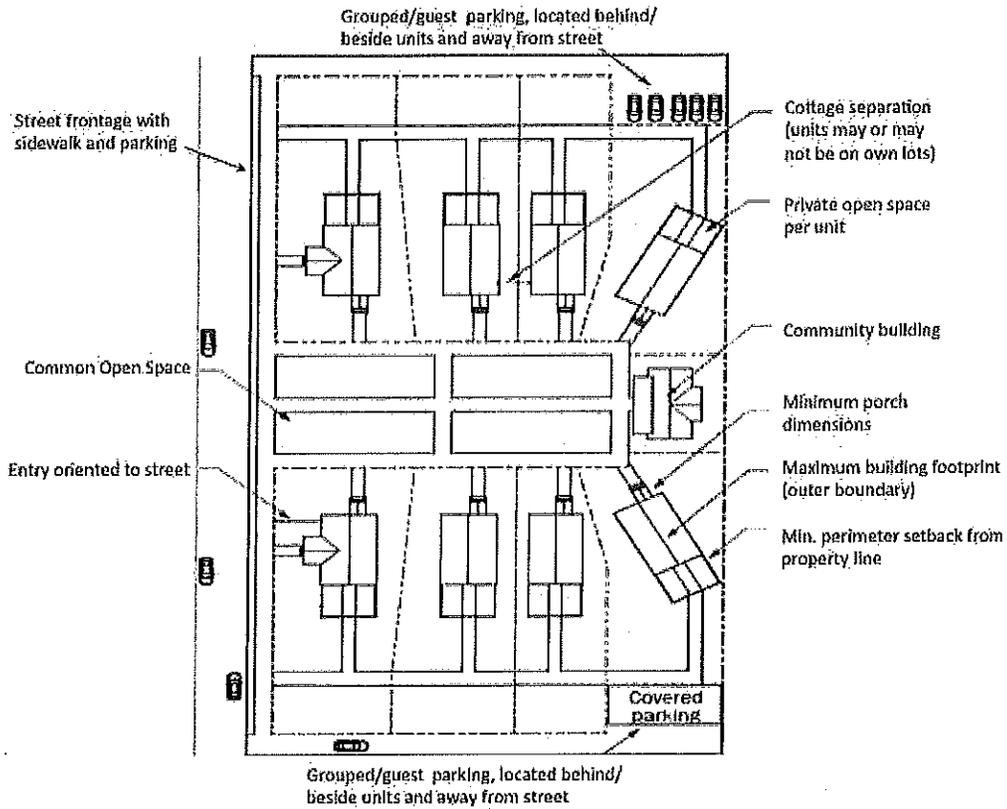
### Sections:

- 8-6.166.010 – Purpose and intent.
- 8-6.166.020 - Density and lot area.
- 8-6.166.030 - Unit size.
- 8-6.166.040 - Lot coverage.
- 8-6.166.050 - Open space.
- 8-6.166.060 - Building separation.
- 8-6.166.070 - Setbacks.
- 8-6.166.080 - Building height.
- 8-6.166.090 - Parking and storage.
- 8-6.166.100 - Design standards.
- 8-6.166.110 - Alternative cottage housing development designs.
- 8-6.166.120 – Assurance for common areas maintenance.

### 8-6.166.010 – Purpose and intent.

The purpose and intent of the cottage housing development design standards are to:

- A. Facilitate development of an alternative type of detached housing comprised of small residences oriented around open space and suited to accommodate a typical household of one or two individuals. Cottage housing is provided as part of the city's overall housing strategy to promote a variety of housing choices to meet the needs of a population diverse in age, income, household composition, and individual needs.
- B. Address the impacts of development containing multiple detached dwellings, including height, massing, separation between structures, open space, landscaping, parking, and demands on public facilities and services.
- C. Minimize the visibility of off-street parking, storage, and other accessory uses.
- D. Ensure an interconnected network of walkways and other pedestrian amenities are provided and are compatible with the existing natural features of the site, including topography and vegetation.
- E. Allow increased density (as compared to single-family or duplex dwellings on their own lots) through the use of smaller than average home sizes, clustered parking, and the application of standards applied through site plan review and approval.
- F. All cottage housing developments are subject to applicable City standards for public facilities and stormwater management.



8-6.166.020 - Density and lot area.

Zoning District	MDR
<u>Maximum Cottage Density</u>	<u>1 cottage dwelling unit per 3,000 s.f.</u>
<u>Minimum number of cottages per development</u>	<u>4</u>
<u>Maximum number of cottages per development</u>	<u>12</u>
<u>Minimum size cottage development area</u>	<u>12,000 s.f. (approx 1/3 acre)</u>

Note: Density is based on net development area after deducting any required right-of-way dedications. Every unit must comply with the maximum floor area standards.

8-6.166.030 - Unit size.

A. Floor Area. To ensure that the overall size, including bulk and mass, of cottage structures and cottage housing developments is small and in scaled with adjacent

development, and creates less visual and physical impact than standard sized single-family dwellings that are required to be located on larger lots, the following floor area limitations apply to cottage housing. Two types of cottages are provided for to allow for a mixture of building sizes and footprints, while anticipating and addressing the varied impacts from each housing type.

	<u>Maximum Floor Area (square feet)</u>	<u>Ground Floor Area (square feet)</u>	<u>Maximum Upper Floor Area (square feet)</u>	<u>Garage Floor Area</u>
<u>Small</u>	<u>&lt;900</u>	<u>400—900</u>	<u>60% of ground floor</u>	<u>Included in ground floor if attached</u>
<u>Large</u>	<u>=/&gt;900</u> <u>&lt;1,400</u>	<u>600—900</u>	<u>60% of ground floor</u>	<u>Included in ground floor if attached</u>

Floor area is measured to the outside wall on the ground floor including the stairs (building footprint). Floor area includes all upper floor area with a ceiling height of six feet or more not including the stairs which are counted as part of the ground floor.

B. A notice to the title of each unit shall prohibit any increase in the total floor area of any cottage or addition of accessory structures within the development unless the development site plan is amended. Such notice shall be recorded with the Hood River County Assessor's Office.

8-6.166.040 - Lot coverage.

Lot coverage is limited to no more than 50 percent impervious surface area. Impervious surfaces include driveways, building footprints, sidewalks, paved parking, compact gravel, and other surfaces that do not allow rain to percolate into the soil. NOTE: un-compacted gravel surfaces or pervious pavers may be demonstrated to be partially pervious using a professionally accepted methodology. If this calculation is prepared by the applicant's engineer and approved by the city public works director, the graveled or permeable paved surface shall be counted in the lot coverage figure in accordance with its relative permeability (e.g., if a graveled path is demonstrated to be fifteen percent permeable then eighty-five percent of the graveled path area would be counted in the impervious surface calculation). The purpose of this requirement is to help insure that surface and storm water are contained on site.

Stormwater low impact development techniques that encourage the natural treatment and infiltration of stormwater to mimic pre-development site conditions shall also be employed. Examples of low impact development techniques include directing stormwater

to landscape areas with amended soils or into improved drainage areas under porches or eaves, green or living roofs, the use of pervious pavers, and retention of existing mature trees. Aggressive employment of stormwater low impact development techniques may allow for additional lot coverage if an applicant develops a project design that demonstrates the ability to handle surface and storm water in common areas without limiting the community or public benefits of the established common areas. Private areas may also be relied on for stormwater infiltration if determined to be adequately protected by easement to ensure the continued availability of these areas as infiltration areas.

An on-site stormwater analysis shall be performed by a qualified, Oregon licensed professional engineer, considering at a minimum a twenty-five year storm event of fifteen minutes duration. The stormwater control plan shall be approved by the director of public works and shall provide for the onsite collection, containment, and release of stormwater such that it will not have a deleterious impact to other properties, public or private. The public works director prior to completion shall inspect all improvements. The applicant's licensed engineer shall provide a minimum of two sets of infrastructure 'as built' drawings and confirm that all stormwater infrastructure was constructed according to the approved design.

8-6.166.050 - Open space.

- A. Common open space. Common open space is intended to provide a centrally located area that can be developed and maintained so it is usable for active and passive recreation. Unless the shape or topography of the site precludes the ability to locate units adjacent to common open space, the following requirements shall be met:
1. There shall be a minimum of four hundred square feet of common open space provided for each unit.
  2. Common open space shall abut at least 50 percent of the cottages in a cottage housing development.
  3. Common open space shall have cottages abutting on at least two sides and be easily accessible to all dwellings within the development.
  4. Common open space shall not include portions of private yards and shall be jointly owned by all residents.
  5. The common open space shall be outside of wetlands, streams and sensitive area buffers, and shall be on slopes of twelve percent or less.
  6. Grading and removal of mature trees shall be limited to meeting the City's development standards and to providing natural light for home sites.
  7. Landscaping in common areas shall be designed to allow for easy access and use of the space by residents, and to facilitate maintenance needs.
- B. Private open space. There shall be a minimum of three hundred square feet of contiguous, usable private open space provided adjacent to each unit for the exclusive use of the cottage resident. Private open space is intended to provide private areas such

as patios, decks and gardens, around the individual cottages and to enable diversity in landscape design.

8-6.166.060 - Building separation.

Cottage units shall be separated from one another by not less than 10 feet, including eaves and architectural projections. Accessory structures shall maintain not less than 5 feet of separation from all other structures.

8-6.166.070 - Setbacks.

The emphasis of cottage development is to provide for development that focuses on and benefits from useful common areas. For this reason, with the exception of the outside perimeter of the development, side and rear yards are regulated only insofar as structures must maintain minimum separation (Section 8-6.166.060) and comply with applicable building and fire code standards. With respect to the outside perimeter, cottage dwellings and their accessory structures must meet setbacks or yard requirements for single family detached development in the zone in which they are located.

8-6.166.080 - Building height.

Maximum height is 20 feet, except 28 feet for cottage dwellings with two floors of living space, having a minimum roof pitch of 6:12, and setback not less than 10 feet from the closest dwelling and property line.

8-6.166.090 - Parking and storage.

- A. One off-street parking space is required for each cottage dwelling.
- B. Off-street parking and accessory storage shall be:
  - 1. Fully contained on the cottage development site; any storage must be enclosed in a structure or cabinet designed for outdoor use.
  - 2. Screened from view from abutting residences. This may be accomplished with landscaping or structural screens.
  - 3. Grouped to correspond with cottage clusters and avoid single large parking areas that are difficult to screen from view.
  - 4. Where practical, clustered to limit grading, curb cuts, and impervious surfaces.
- C. Detached garage and carport structures:
  - 1. Where provided, shared carports or garages shall be limited to a maximum of four vehicles per structure and shall be detached from the dwelling units.
  - 2. The design of carports and garages must have roof lines and use materials similar to that of the dwelling units within the development.

3. Parking of vehicles and storage shall be limited to those owned by the residents of the development.

D. On-street parking shall be provided on streets abutting the cottage development; the applicant may be required to dedicate right-of-way for required street improvements, which shall include on-street parking. Where a development lacks sufficient street frontage, it shall provide on-site visitor parking in addition to the parking required for each dwelling at a ratio of one visitor space for every three dwelling units.

#### 8-6.166.100 - Design standards.

##### A. Site Design.

1. The common open space shall be centrally located within a cottage housing development.
2. Where feasible, each dwelling unit that abuts a common open space shall have a primary entry and/or covered porch oriented toward common open space.
3. Pedestrian connections shall link all buildings to the public right-of-ways, common open space, and parking areas.
4. Exterior lighting shall be shielded or hooded and directed downward so as to light only the intended area without shining into a neighboring house or business. All lighting shall be shown on the site plan and cut-sheets shall be provided with the application submittal.
5. Exterior mechanical equipment including heating or cooling facilities shall be designed and sited to minimize the noise and visual impacts they can have on a site.
6. If streets are determined to be low volume local roads and emergency vehicle access and safety and traffic flow issues are addressed, then alternate street standards may be deemed acceptable if approved by the public works director. The possibility of flexibility in internal street design standards shall be considered initially in a pre-application conference prior to completing an application. Notwithstanding, cottage development access driveways shall have a paved width of not less than 12 feet, with 2-foot shoulders, and shall maintain clearances for emergency vehicles.

##### B. Building Design.

1. Roofs of cottages shall be pitched and eave depths shall be a minimum of 18 inches.
2. Covered porches measuring at least 60 square feet shall be incorporated into building design of the cottages.
3. Window and door trim with a minimum of three and one-half inches shall be provided on all cottage units.

C. Community Buildings.

1. Community buildings must be located on the same site as the cottage housing development and be commonly owned by the residents.
2. Community buildings and structures shall not exceed the floor area or height of the largest and tallest cottage dwelling in the development.

8-6.166.110 - Alternative cottage housing development designs.

An applicant may request adjustment to the standards contained in this chapter during development review. A specific request for adjustment within a cottage development is not subject to variance criteria. An adjustment may be approved only by the Planning Commission, upon finding that the specific adjustment requested provides for an equal or better way to meet the purpose and intent in Chapter 8-6.166.010.

8-6.166.120 – Assurance for common areas maintenance.

Prior to issuance of any development permit (grading, public improvements, building, etc.) the applicant shall provide evidence acceptable to the City Administrator that common areas and elements will be maintained. This may be met by submitting draft Bylaws and Covenants, Restrictions and Conditions (CC&Rs) for the development's Homeowners Association for review and approval by the City. Where the development contains multiple lots, the assurance, which shall be recorded at Hood River County, shall require joint ownership and maintenance of all common areas by all owners of the cottage dwellings.

## Chapter 8-6.140 PLANNED DEVELOPMENTS

### 8-6.140.050 General Requirements

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#### C. Open Space

1. **Usable** ~~Common~~ private or public open space shall be provided as follows:

- a. Residential zones (RR, LDR, MDR, MHR, and HDR) - a minimum of **10%** ~~20%~~ of the gross land area **that is improved for active or passive recreation (e.g., playfield, playground, pathway with benches, or similar improvement);** and

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2. Land within individual building lots shall not be included as common or public open space. Land within public right-of-way shall not be included as common or public space.

## Chapter 8-6.70 DOWNTOWN ZONE (D)

### 8-6.070.070 Height Limitation

- A. The maximum height of a structure shall be 35 feet, **except that required screening of roof-top equipment does not count toward the height of the building.**

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### 8.6.070.110 Off-Street Parking and Loading

- A. **The minimum off-street parking requirement for all uses in the Downtown zone is one space per 500 square feet of floor area. Required parking may be provided on-site, in on-street parking spaces abutting the subject use, and/or on another site within the Downtown zone where the City approves a shared parking agreement. All required parking uses shall conform to all the parking dimensional standards of Chapter 8-6.108.**
- B. ~~In lieu of providing some or all of the required parking spaces for a building, the developer or owner of that building may pay to the City a fee for each forgone parking space. The City shall, by resolution, set that fee based on the projected cost of creating a parking space within a municipally owned parking lot within the Downtown area. In addition, an annual fee may be charged for the operation and maintenance of the applicable municipal parking lot.~~
- BC.** No off-street parking and loading shall be required for residential units located in mixed-use buildings.

### 8-6.070.120 Downtown Zone Design Standards

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- D. The Planning Commission, as part of the site design review process, may allow modification to the site design requirements in the Downtown Zone when **one of** both of the following criteria are satisfied:
1. The modification is necessary to provide design flexibility where:
    - a. Conditions unique to the site require such modification; or,
    - b. Parcel shape or configuration precludes compliance with provisions;  
~~or,~~
    - c. A modification is necessary to preserve trees, other natural features or visual amenities determined by the Planning Commission to be significant to the aesthetic character of the area; **or**

**d. The modification varies from but complements one or more of the prescribed Downtown architectural styles (Classic Revival, Craftsman, Cascadian, and Arts and Crafts), as evidenced by massing, roof form, materials, or detailing. Where Classic Revival is used, the design shall complement one of the other three prescribed styles.**

2. Modification of the standards in this Section shall only be approved if the Planning Commission finds that the specific design proposed is substantially in compliance with the intent and purpose of the Downtown Zone design provisions.

E. The following standards shall be used for reviewing proposed site and building designs:

~~1. Buildings, landscaping, and site design, shall be consistent with the goals and objectives of the Cascade Locks Downtown Development Plan and Strategy.~~

**12. All buildings shall be of an architectural style consistent with the historical character of the Community. Acceptable styles include Classic Revival, Craftsman, Cascadian, and Arts and Crafts. Unacceptable architectural styles include any modern style that was not commonly used in the 1920's and 1930's. See Figures 8-6.070.120 for examples of elements common to these styles.**

**23. To maintain and enhance the pedestrian scale, buildings shall be oriented to the street. By orientation, this includes the building entrance, window treatment, sign orientation and other architectural improvements shall face the street, such that they create an a visual and physical connection entrance onto to the street.**

**3. New commercial and mixed use buildings shall have:**

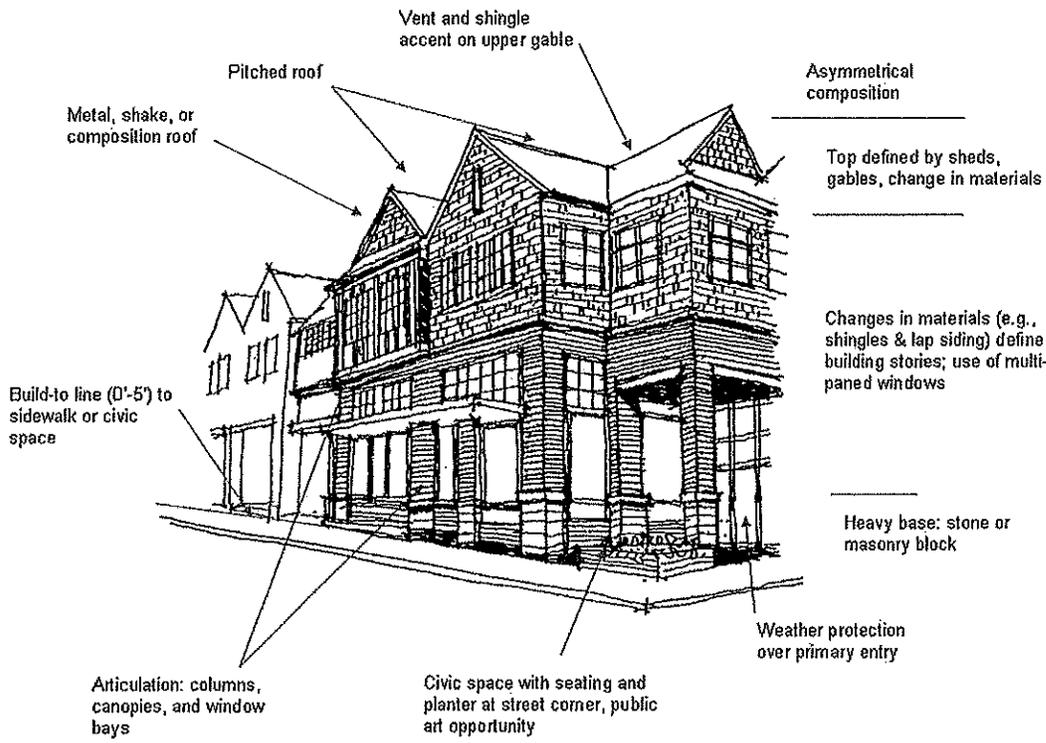
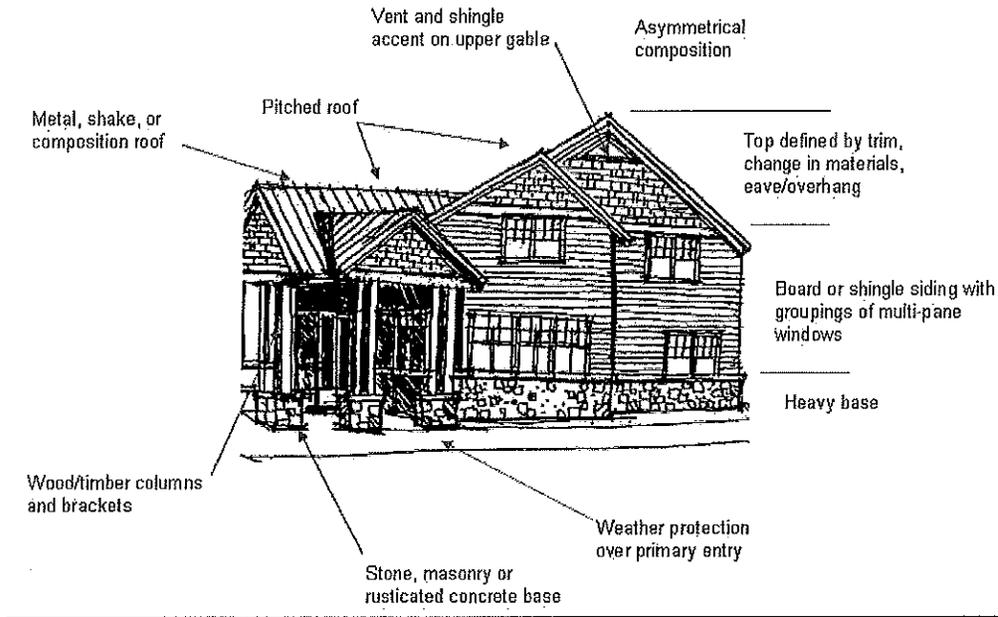
**a. Storefronts comparable in size and proportions to nearby traditional storefront buildings. Where these new buildings are larger than existing buildings, facades shall be broken down into units that resemble the size and proportions of existing storefronts, such that the overall form of new construction complements the general shape of existing, nearby storefront buildings and their component parts.**

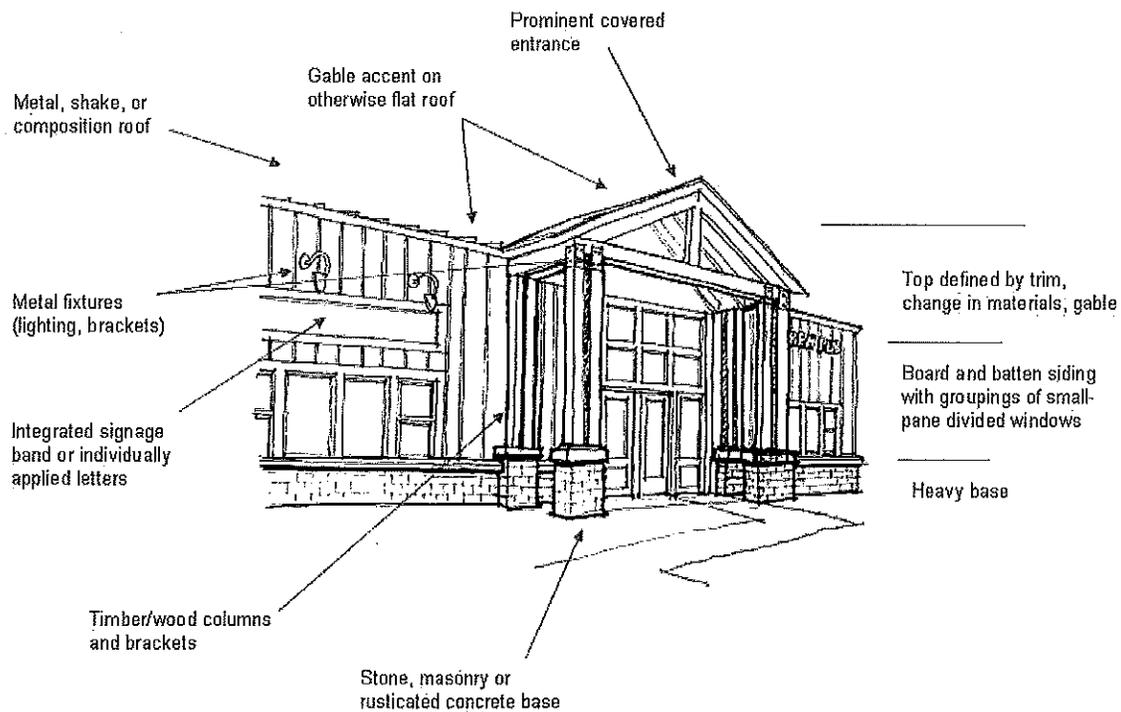
**b. Facades that are varied and articulated to provide visual interest to pedestrians. Within multi-story buildings, variations in facades, floor levels, architectural features, and exterior finishes shall create the appearance of several small buildings.**

**4. Any wall facing WaNaPa must contain at least 50% of the ground floor wall area in display areas, windows, or doorways. Blank walls are prohibited.**

54. Building entries must comply with the accessibility requirements of the Oregon State Structural Specialty Code.
65. Buildings located at the intersection of two streets shall ~~consider the use of~~ **have a corner entrance to the building, or otherwise have detailing such as a canopy, porch, expressed column, sign, art, or other building feature that expresses the corner location.**
76. Pedestrian environment may be enhanced by **plazas**, street furniture, landscaping, awnings, and movable planters of seasonal flowers. **Where such features are provided they shall conform to the Downtown Plan and Street Furniture Standards and maintain a clear pedestrian travel way of not less than five feet in width.**
- 8. Exterior lighting in developments need not replicate, but shall complement, the ornamental street lighting and be consistent with the prescribed architectural styles in the Downtown.**
- ~~7.~~ ~~New buildings shall be within 25% of the average height of existing buildings located on the same street side within the zone.~~

**Figures 8-6.070.120 - Elements of Craftsman, Arts and Crafts, and Cascadian Styles generalized for use in Cascade Locks**





#### F. Building Materials and Colors

1. Facades shall be varied and articulated to provide visual interest to pedestrians. Within larger projects, variations in facades, floor levels, architectural features, and exterior finishes shall create the appearance of several smaller buildings.
2. Where masonry is used for exterior finish, decorative patterns must be incorporated. Examples of these decorative patterns include multicolored masonry units such as brick, stone, or cast stone, in layered or geometric patterns, or split-faced concrete block to simulate a rusticated stone-type construction.
3. Wood siding must be bevel, shingle siding, or channel siding and must not be applied in a diagonal or herringbone pattern. T1-11 style siding is not permitted.
4. Preferred eColors for exterior building finishes **shall be** are earth tones, creams, and pastels of earth tones. High-intensity primary colors, metallic colors, and black may be utilized as trim and detail colors but shall not be used as primary wall colors.

#### G. Roof Materials, Parapets, and Roof Pitch

1. Pitched roof structures shall have a minimum roof pitch of 6:12.
2. Roof Designs – Rooflines shall establish a distinctive “top” to a building. Except where impractical due solely to the size of the building, all roofs

shall be of a peak roof style. **Except as provided below**, No flat, mansard, or shed roof styles are **not** allowed. On larger buildings **where** ~~were~~ peak roofs cannot be used **or would conflict with a unique building function or necessary mechanical equipment**, architectural features shall be used that exhibit a peak roof style with facades, partial roofs, and other techniques that meet the intent of these provisions. In building areas ~~without a peak roof~~, a flat or shed roof shall be used. When flat roof areas are proposed, a cornice or frieze molding a minimum 12 inches high projecting a minimum 6 inches from the wall at the top of the wall or parapet shall be provided.

3. Parapet corners must be stepped or the parapet must be designed to emphasize the center or primary entrance(s), unless the primary entrance is at the corner of the building.
4. Visible sloped roofs must be dark gray, black, or dark brown.
5. Visible roof materials must be wood or architectural grade composition shingle or sheet metal with standing or batten seam.
6. All roof and wall-mounted mechanical, electrical, communications, and service equipment, including satellite dishes and vent pipes, must be screened from public view by parapets, walls, or by other approved means.

#### H. **Exception to the Building Orientation and Entrance Standards in E.3**

1. **Where topography, existing development, or other physical constraints make it impractical to orient a building's** All buildings shall have their primary entrance(s) facing to the street. ~~Alternatively, a~~ **the** building may have its entrance facing a side yard when a direct pedestrian walkway not exceeding 20 feet in length is provided between the building entrance and the street right-of-way.
2. ~~Building entrances must be visible from the street. This may be accomplished through architectural design, color schemes or similar design elements.~~
23. Due to the elevation difference between WaNaPa, and the rear portion of the properties on the north side of the street, daylight basement type of construction is preferred. This method of construction has the benefit of causing all materials stored below WaNaPa to be screened and secured behind sight-obscuring walls, adding to the attractiveness of the downtown area.
34. Buildings are required to be located at the corner of corner lots. No parking is allowed in these areas, **except where existing non-conforming parking is allowed to continue**.

#### I. Parking Lots

1. For new development, the parking lots shall be located at the rear of all lots. For corner lots, this shall be identified as being opposite, and furthest from, the primary building access.

2. If it is determined that parking is to front on WaNaPa in a particular situation, it shall be limited to a maximum of one drive aisle with parallel parking spaces on one side.
3. If it is determined that a parking lot is to be appropriately located fronting on WaNaPa, it does not mean that the lot is to have access to the street. All access standards still apply.

#### J. Building Facades

1. Ornamental devices, such as molding, entablature, and friezes, are required at the roofline. Where such ornamentation is present in the form of a linear molding or board, the band must be at least eight inches wide.
2. Alcoves, Porches, Arcades, etc. Buildings must incorporate features such as arcades, roofs, porches, alcoves, porticoes, and awnings to protect pedestrians from the rain, wind, and sun. Awnings and entrances may be designed to be shared between two structures. If the building abuts the WaNaPa right-of-way, then the weather protection feature must be extended at least five feet over the sidewalk with appropriate easements or agreements with the City to allow placement within the right-of-way. If the building does not front on the right-of-way, the weather protection feature must be extended at least five feet along any pedestrian area between the building and street. The weather protection device shall be designed, through the use of gutters, downspouts, catchments, channelizations, or other means, to prevent the dripping or running of water onto the public sidewalk, including water falling as rain, or water resulting from melting snow or ice.
3. Traditional Storefront Elements. For buildings designed to house retail, service, or office businesses, traditional storefront elements are required. These elements include:
  - a. Front and side building walls placed within 10 feet of abutting street right-of-way boundaries.
  - b. Clearly delineated upper and lower facades.
  - c. A lower facade dominated by large display windows and a recessed entry or entries.
  - d. Smaller, regularly spaced windows in the upper floor.
  - e. Decorative trims, such as window hoods, surrounding upper floor windows.
  - f. A decorative cornice near the top of the facade.
  - g. Change in Relief of Building. Buildings must include changes in relief on 10 percent of their WaNaPa facades. Relief changes include cornices, bases, fenestration, fluted masonry, or other treatments for pedestrian interest and scale.

## K. Windows

1. Windows which allow views to the interior activity or display areas are required. Windows shall include sills at the bottom and pediments at the top. Glass curtain walls, reflective glass, and painted or darkly tinted glass shall not be used.
2. Ground Floor Windows. All new buildings must provide ground floor windows along WaNaPa.
3. Required window areas must be either windows that allow views into working areas or lobbies, pedestrian entrances, or display windows.
4. Required windows must have a sill no more than four feet above grade. Where interior floor levels prohibit such placement, the sill must be raised to allow it to be no more than two feet above the finished floor level, up to a maximum sill height of six feet above grade.
5. Glass curtain windows are not permitted fronting WaNaPa.
6. Darkly tinted windows and mirrored windows that block two-way visibility are prohibited as ground floor windows along street facades.
7. Any wall that faces WaNaPa must contain at least 50% of the total square footage of the ground floor wall area in display areas, windows, or doorways. Blank walls are prohibited.
8. Ground floor windows are also required on facades facing any public parking lot. The minimum requirement is 16 square feet per story, or, six percent of the total square footage of the facade, whichever is greater.

## L. Upper Floor Window Standards

1. Glass area dimensions shall not exceed 5'x7'. (The longest dimension may be taken either horizontally or vertically.)
2. Windows must have trim or molding at least two inches wide around their perimeters.
3. At least half of all the window area in upper floors must be made up of glass panes with dimensions no greater than 2'x3'. Windows that have 1'x1' grid inside double-pane glass are appropriate and are encouraged.

## M. Streetscape/Street Furniture

1. All street furniture on either private property or within the right-of-way, including tables, chairs, walls, benches, kiosks, trash receptacles, garbage enclosures, signs, and other permanent or temporary fixtures not part of a building, shall conform with the Street Furniture design standards identified in the "Cascade Locks Downtown Plan and Strategy" adopted in 2004.
2. Benches and other streetscape items may be placed within the public right-of-way, but must not block free movement of pedestrians. A minimum pedestrian walkway width of five feet must be maintained at all times.

#### N. Lighting

1. All building entrances and exits must be well lighted.
2. Exterior lighting must be an integral part of the architectural design, and in keeping with the architectural standards contained in Section E.2.
3. The minimum lighting level for building entries is four-foot candles and the source light must be shielded to reduce glare.
4. All lighting shall be directed downwards and shall not shine into the sky.

#### O. Trash and Recycling Storage

1. Each structure shall provide for collection of its trash and recyclable materials within the boundaries of each parcel
2. All trash collection areas must be located within the structure, or behind the building in an enclosure.

#### P. Signage

1. All standards of Chapter 8-6.144 of this Code shall apply in the D zone except for the following standards:
  - a. Freestanding pole signs are prohibited.
  - b. Internally illuminated signs are prohibited.
  - c. Pedestrian-oriented sign bonus. The City Administrator shall have authority to grant additional pedestrian-oriented signs up to a total of 12 square feet for all such signs. The maximum size for any one pedestrian sign shall be 6 square feet. Pedestrian oriented signs include: window signs, small wall mounted or projecting signs located not more than 10 feet above grade, signs placed on awning valances, and signs suspended under canopies and awnings. Signs that are suspended above pedestrian walkways shall provide a minimum of 7.5 feet of vertical clearance.

## Chapter 8-6.2 COMMERCIAL ZONE (C)

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### 8-6.72.050 Design Standards

For all property within the C zone in the area between the City Limits on the west and the intersection of Edgewood Street and WaNaPa on the east, the following design standards shall apply:

- A. All development and use of land shall be subject to the provisions of the Site Plan and Design Review Chapter (8-6.148).
- B. Once a site plan or building design has been approved and developed in accordance with Section 8-6.148, no revisions to the site or building shall take place unless approved as an amendment to the original approval.
- C. No existing building within the zone shall be altered by construction, painting, remodeling, or other means in a manner inconsistent with these design standards.
- D. The following standards shall be used for reviewing proposed site and building designs:
  - ~~1. Buildings, landscaping, and site design, shall be consistent with the goals and objectives of the Cascade Locks Downtown Development Plan and Strategy.~~
  12. All buildings shall be of an architectural style consistent with the historical character of the Community. Acceptable styles include Classic Revival, Craftsman, Cascadian, and Arts and Crafts. Unacceptable architectural styles include any modern style that was not commonly used in the 1920's and 1930's.
  23. To maintain and enhance the pedestrian scale, buildings shall be oriented to the street. ~~By orientation, this includes~~ **the building entrance, window treatment, sign orientation and other architectural improvements shall face the street, such that they create an a visual and physical connection** entrance onto **to** the street.
  34. Building entries must comply with the accessibility requirements of the Oregon State Structural Specialty Code.
  45. Buildings located at the intersection of two streets shall ~~consider the use of~~ **have a corner entrance to the building, or otherwise have detailing such as a canopy, porch, expressed column, sign, art, or other building feature that expresses the corner location.**
  56. Pedestrian environment may be enhanced by street furniture, landscaping, awnings, and movable planters of seasonal flowers. **Where such features are provided, a clear pedestrian travel way of not less than five feet in width shall be maintained.**

- ~~7. New buildings shall be within 25% of the average height of existing buildings located on the same street side within the zone.~~

#### E. Building Materials and Colors

1. Facades shall be varied and articulated to provide visual interest to pedestrians. Within larger projects, variations in facades, floor levels, architectural features, and exterior finishes shall create the appearance of several smaller buildings.
2. Where masonry is used for exterior finish, decorative patterns must be incorporated. Examples of these decorative patterns include multicolored masonry units such as brick, stone, or cast stone, in layered or geometric patterns, or split-faced concrete block to simulate a rusticated stone-type construction.
3. Wood siding must be bevel, shingle siding, or channel siding and must not be applied in a diagonal or herringbone pattern. T1-11 style siding is not permitted.
4. Preferred Colors for exterior building finishes ~~shall be~~ are earth tones, creams, and pastels of earth tones. High-intensity primary colors, metallic colors, and black may be utilized as trim and detail colors but shall not be used as primary wall colors.

#### F. Roof Materials, Parapets, and Roof Pitch

1. Pitched roof structures shall have a minimum roof pitch of 6:12.
2. Roof Designs – Rooflines shall establish a distinctive “top” to a building. Except where impractical due solely to the size of the building, all roofs shall be of a peak roof style. **Except as provided below**, No flat, mansard, or shed roof styles are **not** allowed. On larger buildings **wherewere** peak roofs cannot be used **or would conflict with a unique building function or necessary mechanical equipment**, ~~architectural features shall be used that exhibit a peak roof style with facades, partial roofs, and other techniques that meet the intent of these provisions. In building areas without a peak roof,~~ a flat or shed roof shall be used. When flat roof areas are proposed, a cornice or frieze molding a minimum 12 inches high projecting a minimum 6 inches from the wall at the top of the wall or parapet shall be provided.
3. Parapet corners must be stepped or the parapet must be designed to emphasize the center or primary entrance(s), unless the primary entrance is at the corner of the building.
4. Visible sloped roofs must be dark gray, black, or dark brown.
5. Visible roof materials must be wood or architectural grade composition shingle or sheet metal with standing or batten seam.

6. All roof and wall-mounted mechanical, electrical, communications, and service equipment, including satellite dishes and vent pipes, must be screened from public view by parapets, walls, or by other approved means.

#### G. Building Facades

1. Ornamental devices, such as molding, entablature, and friezes, are required at the roofline. Where such ornamentation is present in the form of a linear molding or board, the band must be at least eight inches wide.
2. Alcoves, Porches, Arcades, etc. Buildings must incorporate features such as arcades, roofs, porches, alcoves, porticoes, and awnings to protect pedestrians from the rain, wind, and sun. Awnings and entrances may be designed to be shared between two structures. If the building abuts the WaNaPa right-of-way, then the weather protection feature must be extended at least five feet over the sidewalk with appropriate easements or agreements with the City to allow placement within the right-of-way. If the building does not front on the right-of-way, the weather protection feature must be extended at least five feet along any pedestrian area between the building and street. The weather protection device shall be designed, through the use of gutters, downspouts, catchments, channelizations, or other means, to prevent the dripping or running of water onto the public sidewalk, including water falling as rain, or water resulting from melting snow or ice.
3. Traditional Storefront Elements. For buildings designed to house retail, service, or office businesses, traditional storefront elements are required. These elements include:
  - a. Front and side building walls placed within ten feet of abutting street right-of-way boundaries.
  - b. Clearly delineated upper and lower facades.
  - c. A lower facade dominated by large display windows and a recessed entry or entries.
  - d. Smaller, regularly spaced windows in the upper floor.
  - e. Decorative trims, such as window hoods, surrounding upper floor windows.
  - f. A decorative cornice near the top of the facade.
  - g. Change in Relief of Building. Buildings must include changes in relief on ten percent of their WaNaPa facades. Relief changes include cornices, bases, fenestration, fluted masonry, or other treatments for pedestrian interest and scale.

#### H. Windows

1. Windows which allow views to the interior activity or display areas are required. Windows shall include sills at the bottom and pediments at the

top. Glass curtain walls, reflective glass, and painted or darkly tinted glass shall not be used.

2. Ground Floor Windows. All new buildings must provide ground floor windows along WaNaPa.
3. Required window areas must be either windows that allow views into working areas or lobbies, pedestrian entrances, or display windows.
4. Required windows must have a sill no more than four feet above grade. Where interior floor levels prohibit such placement, the sill must be raised to allow it to be no more than two feet above the finished floor level, up to a maximum sill height of six feet above grade.
5. Glass curtain windows are not permitted fronting WaNaPa.
6. Darkly tinted windows and mirrored windows that block two-way visibility are prohibited as ground floor windows along street facades.
7. Any wall that faces WaNaPa must contain at least 50% of the total square footage of the ground floor wall area in display areas, windows, or doorways. Blank walls are prohibited.
8. Ground floor windows are also required on facades facing any public parking lot. The minimum requirement is 16 square feet per story, or, six percent of the total square footage of the facade, whichever is greater.

#### I. Upper Floor Window Standards

1. Glass area dimensions shall not exceed 5'x7'. (The longest dimension may be taken either horizontally or vertically.)
2. Windows must have trim or molding at least two inches wide around their perimeters.
3. At least half of all the window area in upper floors must be made up of glass panes with dimensions no greater than 2'x3'. Windows that have 1'x1' grid inside double-pane glass are appropriate and are encouraged.

#### J. Streetscape/Street Furniture

1. All street furniture on either private property or within the right-of-way, including tables, chairs, walls, benches, kiosks, trash receptacles, garbage enclosures, signs, and other permanent or temporary fixtures not part of a building, shall conform with the Street Furniture design standards identified in the "Cascade Locks Downtown Plan and Strategy" adopted in 2003.
2. Benches and other streetscape items may be placed within the public right-of-way but must not block free movement of pedestrians. A minimum pedestrian walkway width of five feet must be maintained at all times.

#### K. Lighting

1. All building entrances and exits must be well lighted.

2. Exterior lighting must be an integral part of the architectural design, and in keeping with the architectural standards contained in Section E.2.
3. The minimum lighting level for building entries is four foot-candles and the source light must be shielded to reduce glare.
4. All lighting shall be directed downwards and shall not shine into the sky.

L. Trash and Recycling Storage

1. Each structure shall provide for collection of its trash and recyclable materials within the boundaries of each parcel
2. All trash collection areas must be located within the structure, or behind the building in an enclosure.

## Chapter 8-6.80 RESORT COMMERCIAL ZONE (RC)

### Sections

8-6.80.010	Purpose
8-6.80.020	Permitted Uses
8-6.80.030	Conditional Uses
8-6.80.040	Dimensional Requirements
8-6.80.060	Additional Requirements
8-6.80.070	Extended Business Hours

### 8-6.80.010 Purpose

The purpose of the RC zone is to provide a mix of retail, service, business, recreation, and residential needs for the community.

### 8-6.80.020 Permitted Uses

A permitted use is a use which is allowed outright but is subject to all applicable provisions of this title. If a use is not listed as a permitted use, it may be held to be a similar unlisted use under the provisions of Chapter 8-6.48, Unlisted Use. Permitted uses in the RC district are as follows:

- A. Dwelling, single family attached **or detached**;
- B. Duplex, triplex, and fourplex;
- C. Dwelling, multi-family, **apartments, lofts, and similar dwelling units, including units located above ground floor commercial, offices, and allowed industrial uses**;
- D. Residential home;
- E. Family day care (Family Care);
- F. Day care group home (Family Care);
- G. Adult day care (Family Care);
- H. **Commercial R**etail sales and service (conducted ~~totally~~ indoors **or outdoors**);
  - 1. Sales-oriented;
  - 2. Personal service-oriented;
  - 3. Entertainment-oriented;
  - 4. Repair-oriented;
- I. Motel, **hotel, or similar lodging facilities**;
- J. Marina, **boat launches, boathouses, water accesses, and water related commercial uses**;
- K. **Boat and H**ouseboat moorage;
- L. Accessory buildings **to any allowed use**; ~~and~~

- M. Indoor or outdoor commercial recreation facilities, including athletic clubs and recreational gear rental;
- N. Museums, theaters, galleries, and studios for art, dance, or photography;
- O. Conference center and meeting facilities;
- P. Offices;
- Q. Restaurants, delicatessens, cafes, bakeries, and similar food establishments;
- R. Public facilities, including park, library, fire station, amphitheater;
- S. Light manufacturing, assembly, and packaging of products from previously prepared materials;
- T. Light manufacturing, assembly, and processing of food and beverage
- U. Light manufacturing, assembly, and testing of technology equipment, instruments, and related equipment;
- V. Research, engineering, and development facilities or laboratories;
- W. Resorts, including resort residential units owned in full or in fractional or shared interest;
- X. Resort related commercial and recreational activities, including clubhouse;
- Y. Wineries, breweries, and cideries, including tasting rooms;
- Z. Parks and open space, pedestrian and recreation amenities, including seating areas, viewing areas;
- AA. Parking garages or parking lots accessory to a permitted or conditionally permitted use; and
- ABM. Community services.

8-6.80.030 Conditional Uses

A conditional use is a use which is subject to a discretionary decision by the Planning Commission. The approval criteria are set forth in Chapter 8-6.152. If a use is not listed as a conditional use, it may be held to be a similar unlisted use under the provisions of Chapter 8-6.48, Unlisted Use. Conditional uses in the RC district are as follows:

- A. ~~Retail sales and service (conducted outdoors);~~
  - 1. ~~Sales oriented;~~
  - 2. ~~Personal service oriented;~~
  - 3. ~~Entertainment oriented; and~~
  - 4. ~~Drive through facilities.~~
- AB. Quick vehicle servicing;
- BC. Recreational vehicle campgrounds;

- CD. Utilities;
- DE. Public facilities;
- EF. **Parks and open space; and**
- FG. **Surface mining (Government Rock peninsula only).**

8-6.80.040 Dimensional Requirements.

Unless modified as provided in Chapter 8-6.140, Planned Development Overlay Zone or Chapter 8-6.160, Variance, the dimensional requirements in the RC district area as follows:

- A. Lot area for residential uses:
  - 1. Attached single family dwellings. A minimum lot size of 3,500 square feet and an average minimum lot size of 4,000 square feet when two or more lots are created.
  - 2. Duplex, triplex, and fourplex dwellings. A minimum of 3,000 square feet per unit.
  - 3. Multi-family dwellings. A minimum of 1,000 square feet per unit.
- B. There is no minimum lot size for nonresidential uses.
- C. There is no minimum lot width or lot depth requirement.
- D. The minimum setback requirements shall be as follows:
  - 1. No required front yard setback;
  - 2. No required side yard setback, except when abutting a residential zone, a side yard of 10 feet shall be required; and
  - 3. No required rear yard setback, except when abutting a residential zone, a rear yard setback of 20 feet shall be required.
- E. No building shall exceed a height of 45 feet.
- F. The maximum height and size and minimum setbacks for accessory structures shall comply with the provisions of Chapter 8-6.164, Accessory Structure.
- G. The maximum coverage of buildings and impervious surfaces shall not exceed 85 percent of the total lot area.

## Chapter 8-6.180 SUBDIVISION

### Sections

8-6.180.010	Purpose
<b>8-6.180.015</b>	<b><u>Applicability</u></b>
8-6.180.020	Administration
8-6.180.030	Submittal Requirements: Preliminary Plat
8-6.180.040	Approval Standards: Preliminary Plat
8-6.180.050	Phased Development
8-6.180.060	Submittal Requirements: Final Plat
8-6.180.070	City Review of Final Plat: Approval Criteria
8-6.180.080	Centerline Monumentation: Monument Box Requirements
8-6.180.090	Improvement Agreement
8-6.180.100	Bond: Cash Deposit
8-6.180.110	Filing and Recording
8-6.180.120	Prerequisites to Recording the Plat
8-6.180.130	Vacation of Plats
8-6.180.140	Vacation of Streets

### 8-6.180.010 Purpose

The purpose of this chapter is to:

- A. Implement the comprehensive plan.
- B. Provide rules, regulations, and standards governing the approval of plats of subdivisions.
- C. Carry out the development pattern and plan of the city.
- D. Promote the public health, safety, and general welfare.
- E. Lessen congestion in the streets and secure safety from fire, flood, pollution, and other dangers.
- F. Provide adequate light and air, prevent overcrowding of land, and facilitate adequate provision for transportation, water supply, sewage, and drainage.
- G. Encourage the conservation of energy resources.

### 8-6.180.015 Applicability

**Chapter 8-6.180 applies to land divisions of four or more lots (subdivisions) in residential zones, except that applications for subdivisions in non-residential zones shall be processed as a City Administrator Review and shall meet the dimensional standards of the zone and the requirements of ORS 92.**

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**Chapter 8-6.184 MAJOR AND MINOR LAND PARTITIONS AND LOT LINE ADJUSTMENTS**

Sections

- 8-6.184.010 Purpose
- 8-6.184.020 Applicability of Provisions
- 8-6.184.030 Administration
- 8-6.184.040 Preliminary Application Submission Requirements
- 8-6.184.050 Partition Approval Criteria
- 8-6.184.060 Lot Line Adjustment Approval Criteria
- 8-6.184.070 Final Partition Plat Submittal Requirements
- 8-6.184.080 Final Lot Line Adjustment Submittal Requirements
- 8-6.184.090 City Council Acceptance of Dedicated Land
- 8-6.184.100 Centerline Monumentation: Monument Box Requirements
- 8-6.184.110 Recording of Partitions and Lot Line Adjustments

8-6.184.010 Purpose

The purpose of this chapter is to provide rules, regulations, and standards governing approval of major and minor land partitions and lot line adjustments.

8-6.184.020 Applicability of Provisions

**Chapter 8-6.184 applies to partitions in residential zones, except that applications for partitions in non-residential zones shall be processed as a City Administrator Review and shall meet the dimensional standards of the zone and the requirements of ORS 92.**

- A. A major land partition approval is required when a division of land creates 3 lots or less within one calendar year, including a public street or road.
- B. A minor land partition approval is required when three lots or less are created without creating of a public street or road within one calendar year.
- C. A lot line adjustment approval is required for any adjustment to a property line which does not create an additional lot of record nor make the existing lots in violation of the base zone minimum lot requirements.

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## Chapter 8-6.16 DEVELOPMENT PERMIT

### Sections

8-6.16.010	Permit Required
<b>8-6.16.015</b>	<b><u>Development Standards and Conditions on Development</u></b>
8-6.16.020	Exclusions from Permit Requirement
8-6.16.030	Hazard Areas
8-6.16.040	Issuance and Effective Date
8-6.16.050	Expiration
8-6.16.060	Extension and Modification
8-6.16.070	When a Development Has Commenced
8-6.16.080	Revocation of Development Permit
8-6.16.090	Transferability of Development Permit

### 8-6.16.010 Permit Required

Except as excluded in Section 8-6.16.020, no person shall engage in or cause a development to occur, as defined in Chapter 8-6.08, without first obtaining a development permit through the procedures set forth in this title. The Administrator shall not issue any permit for the construction, reconstruction, or alteration of a structure or a part thereof without first verifying that a valid development permit has been issued. Development authorized by a development permit shall occur only as approved by the City.

### **8-6.16.015 Development Standards and Conditions on Development**

**A. Development Standards. In addition to the specific approval criteria for applications authorized by this Code, all development shall comply with the following standards:**

- 1. Standards of the zone in which the development is located; and**
- 2. Public improvement standards, pursuant to the City's adopted public facility plans and the conditioning authority in subsection 8-6.16.015.B. All commercial developments, whether land use approval is required or not, shall have a standard sidewalk width for the full street frontage of the development in conformance with the Transportation System Plan.**

**B. The reviewing authority may impose conditions of approval on land use applications in one or more of the following circumstances:**

- 1. The condition is necessary to bring the application into compliance with applicable approval criteria.**
- 2. The condition is required as a condition of approval, construction or implementation by the development standards, Cascade Locks Municipal Code, or state statute.**
- 3. The condition is reasonably related to alleviation of a need for public services or facilities created or contributed to by the proposed development. As used in this section, "public services or facilities"**

includes sewer, water, surface water management, parks, open space, streets, sidewalks, and pathways.

4. The condition is reasonably related to eliminating or mitigating a negative impact on natural features or processes or on the built environment of the neighborhood which is created or contributed to by the proposed development. As used in this section, "natural features or processes" includes Goal 5 resources.

5. A proposed variance or exception to a code requirement is based on the preservation of natural features and the condition of approval is reasonably related to preserving the feature(s) that is the basis for the variance or exception.

C. Conditions of approval contemplated by subsection B include, but are not limited to:

1. Imposition of a development schedule.

2. Requiring reservation or protection of land for open space or to protect significant natural features.

3. Requiring dedication of property, rights-of-way, easements or conservation easements for public facilities such as streets, utilities, pathways, sidewalks, surface water management and street trees, or for protection of natural features. Dedications of property or property rights pursuant to this subsection must be based upon findings pursuant the Community Development Code.

4. Requiring on-site and off-site construction of or improvements to public facilities where necessary to ensure adequate capacity and where service demand will be created or increased by the proposed development. The City may pro-rate costs between the applicant and the City in proportion to the increased service demand which will be created by the project when compared to the demand existing if the project were not constructed.

5. Requiring construction and maintenance guarantees to ensure that required public facilities are constructed to, and will comply, with City standards, regulations, or conditions.

- 6. Requiring modifications in the design or intensity of a proposed development or to require or prohibit certain construction methods.**
- 7. Requiring approval, inspection, or evaluation by another agency, jurisdiction, public utility, or consultant.**
- 8. Limiting the number, location, or design of street accesses to a proposed development to maintain street capacity, improve safety, or otherwise comply with an approval criterion.**
- 9. Requiring covenants, conditions, or restrictions to be recorded against the property.**

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8-6.16.020 Exclusions from Permit Requirement

Except as provided in Section 8-6.16.030, the following activities are permitted in each district but are excluded from the requirement of obtaining a development permit. Exclusion from the permit requirement does not exempt the activity from otherwise complying with all applicable standards, conditions, and other provisions of this title.

- A. Landscaping or other treatment or use of the land surface outside the flood plain and not involving a structure or paved parking lot.
  - B. Any change or repair to a building or other structure that does not alter or expand the use thereof or require a building permit.
  - C. Any change of use in an existing development that does not add floor area, require additional parking, alter street access, reduce open space or landscape area, or result in additional storm drainage or traffic.**
  - D.E. An emergency measure necessary for immediate safety of persons or protection of property, provided however, that an application for a development permit shall be promptly filed if the measure otherwise would require such a permit.
  - E.D. The establishment, construction, maintenance, preservation, or termination of public roads, transportation facilities, and other public facilities including sewer and water lines, storm drainage facilities, electrical and gas distribution lines, and telephone and television transmission lines that are substantially in the public right-of-way directly serving development. These exclusions do not apply to development permits that are required by the provisions in Chapters 8-6.120, 8-6.124, 8-6.128, or 8-6.132 or work in the I-84 or U. S. 30 right-of-way, for which an Oregon Department of Transportation permit is required.
- Above ground electrical transmission, distribution, communication and signal lines on a single pole system where a single pole system is defined as above ground electrical lines and their supporting concrete, wood or metal poles, but does not include self-supporting steel lattice-type structures.
- F.E. Construction, maintenance, or demolition of an accessory structure not requiring a building permit.

**G.F.** The following excavations or fills, unless a development permit is required by the provisions in Chapters 8-6.120, 8-6.124, 8-6.128, or 8-6.132:

1. Excavations below finish grade for basements and footings of a building, retaining wall, or other structure authorized by a valid development permit;
2. Excavations or fills for public and private roads, wells, tunnels, or utilities;
3. Excavations or fills for public projects, conducted by or under contract of the City;
4. Exploratory excavations affecting or disturbing areas of less than 6,000 square feet, under the direction of soil engineers or engineering geologists;
5. A fill less than 1 foot in depth and placed on natural terrain with a slope flatter than 5 horizontal to 1 vertical, or, a fill less than 3 feet in depth, not intended to support structures, which does not exceed 150 cubic yards on any one lot and does not obstruct a drainage course; and

**H.G.** Continued use of a valid nonconforming use or exercise of a vested right, except that any change, alteration, restoration, or replacement of a nonconforming use shall require a development permit as provided in Chapter 8-6. 156.

**I.H.** Family day care provider as defined in Chapter 8-6.08 and as allowed in the zoning districts in Article III.

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#### 8-6.16.060 Extension and Modification

- A. If an extension is desired, the holder of the development permit must file an application for an extension. Extension requests shall be processed as a administrative action. Only one extension may be granted for a maximum of 1 year.
- B. The City Administrator shall, upon written request by the applicant, grant an extension of the approval period not to exceed 1 year, provided that:
  1. No changes are made on the original plan as approved by the approval authority;
  2. The applicant can show intent of initiating construction on the site within the 1 year extension period; and
  3. There have been no changes to the applicable Comprehensive Plan policies and ordinance provisions on which the approval was based.
- C. Modifications to development permits may be approved through the City Administrator review procedure, subject to compliance with all of the following approval criteria. Modifications not meeting the criteria shall require a new development permit application:**
  - 1. Does not increase floor area, parking, paved area, or residential density; does not alter vehicle access; and does not reduce landscape area, open space, or parking. Transfers of density between phases of a residential development may be approved provided the overall density of the development does not increase and the density of any one phase**

does not increase by more than 10 percent.

2. Maintains substantial compliance with all applicable provisions of this Code and conditions of approval for the development.

D.C. Notice of the decision shall be provided to the applicant. The City Administrator's decision may be appealed by the applicant as provided by Chapter 8-6.36.

## Chapter 8-6.48 CODE INTERPRETATIONS

### UNLISTED USE: AUTHORIZATION OF SIMILAR USE

#### Sections

- 8-6.48.010 Purpose
- 8-6.48.020 Administration
- 8-6.48.030 Approval standards

#### 8-6.48.010 Purpose

- A. It is not possible to contemplate all of the various uses which will be compatible within a zoning district, **or all of the applications in which the terms of this code may be applied**. Therefore, unintentional omissions occur.
- B. The purpose of this chapter is to establish a procedure for **interpreting the code, including determinations of** determining whether certain specific uses would have been permitted in a zoning district had they been contemplated and whether such unlisted uses are compatible with the listed uses.

#### 8-6.48.020 Administration

- A. The City Administrator shall maintain **a log of code interpretations, which shall include** a list by zoning district of approved unlisted uses, and **this log** the list shall have the same effect as an amendment to the use provisions of the applicable zone.
- B. Requests to approve **applications for code interpretation, including approvals of** unlisted uses, shall be administered as a Planning Commission review in accordance with Article II, Procedures, of this title.

#### 8-6.48.030 Approval Standards – Similar Use

The Planning Commission shall approve an unlisted use application, based on findings that all of the following criteria are satisfied:

- A. The use is not specifically listed in another zone as either a permitted use or a conditional use;
- B. The use is consistent with the Comprehensive Plan;
- C. The use is consistent with the intent and purpose of the applicable zoning district;
- D. The use is similar to and of the same general type as the uses listed in the zoning district;
- E. The use has similar intensity, density, and off-site impacts as the uses listed in the zoning district; and
- F. The use has similar impacts on the community facilities as the listed uses.

#### 8-6.48.040 Approval Standards – Code Interpretation

- A. Code interpretations shall be made considering:**

1. The code text. Interpretations shall not be contrary to the code text or read requirements or exceptions into the code that are not in the text. Where a term is not defined, the ordinary meaning of that term shall be used.
2. The context in which terms are used. The Planning Commission may take note how the same or similar terms are used in other sections of the same code.
3. Legislative history. If after considering the text and context of the code, the provision remains unclear, the Planning Commission shall refer to the legislative history of the code if any exists to discern its purpose and intent.
4. Other relevant factors under applicable law.

B. Code interpretations shall not conflict with the Comprehensive Plan.



**STAFF REPORT**

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**Date Prepared: May 16, 2018**

**For City Council Meeting on: June 11, 2018**

**TO: Honorable Mayor and City Council**

**PREPARED BY: Kathy Woosley, City Recorder**

**APPROVED BY: Gordon Zimmerman, Interim City Administrator**

**SUBJECT: Ordinance No. 447 Vacating Johnson Street**

**SYNOPSIS: Petition was made to vacate Johnson Street and the public hearing was held on 5/14/18. The Ordinance clarifies the utility easement. The motion was made at the 5/14/18 City Council meeting to approve Ordinance No. 447 with the first reading.**

**CITY COUNCIL OPTIONS:**

1. The City Council may vote on the approval of the ordinance and have the second reading.
2. The City Council may table the vote and second reading of the ordinance.

**RECOMMENDATION: The City Council vote on the Ordinance and have the second reading.**

**Legal Review and Opinion: The City Attorney has reviewed the matter.**

**BACKGROUND INFORMATION:**

**Council chose to keep the right of way at the end of Benson Street so the property description will reflect that.**

**The vacation of the street will not allow the owners to build on the subject property as the City will retain an easement for access to the City's water, sewer, and power lines. The petitioner will verify with the County what is needed to complete the process of the filing of the vacation.**



**ORDINANCE NO. 447**

**AN ORDINANCE VACATING JOHNSON STREET AND PROVIDING  
FOR THE VESTING OF TITLE**

**WHEREAS**, the City of Cascade Locks (“City”) has received a petition to vacate Johnson Street as described in the attached **Exhibit “A;”**

**WHEREAS**, the property which is the subject of the request to vacate is not necessary to provide ingress and egress to that area of the City, is not necessary for the safe and convenient flow of traffic, and has never been an improved street or public right-of-way;

**WHEREAS**, the proposed vacation is in the best interests of City and its residents;

**WHEREAS**, a public hearing was held on May 14, 2018, in the City Council chambers; all interested persons were given an opportunity to be heard on the requested vacation at the hearing, a notice of which was given and televised at the regularly scheduled City Council meeting on May 14, 2018; and interested persons attended and stated their views on the requested vacation;

**WHEREAS**, no objections by remonstrance, written or verbal, have been made by any affected property owners as enumerated in ORS 271.080;

**WHEREAS**, the petitioners are the owners of the adjacent property for a lateral distance of at least 200 feet;

**WHEREAS**, it appears that the proposed street vacation is not detrimental to any residents of City;  
and

**WHEREAS**, the City Recorder has filed a certificate showing that all City liens and taxes have been paid on the right-of-way to be vacated in the office of the City Recorder, as shown on **Exhibit “B.”**

**THE CITY OF CASCADE LOCKS, HOOD RIVER COUNTY, OREGON, ORDAINS AS  
FOLLOWS:**

**SECTION 1. Order to Vacate.** The City Council orders that the public right-of-way described in Exhibit “A” is vacated and title to the vacated right-of-way shall attach to the lands bordering the right-of-way as provided in ORS 271.140.

**SECTION 2. Reservation for Utilities.** Pursuant to ORS 271.120, the City reserves to itself and any operating public utility provider easements over the entire street right-of-way vacated by Section 1 of this ordinance for access, installation, maintenance, and repair of any existing or future public facility or public utility including but not limited to overhead or underground power or telecommunications lines, water lines, gas lines, fire hydrants, sanitary sewer and storm sewer.

**SECTION 3. Filing.** Petitioner shall file a certified copy of this Ordinance and any map, plat or other record in regard thereto which may be required or provided for by law for recording with Hood River County. The petitioner shall bear the cost of preparing and filing the certified copy of this Ordinance, map, and any other documents.

**SECTION 4. Effective Date.** This Ordinance shall take effect 30 days after adoption by the City Council and approval by the Mayor, subject to the applicant completing the required filings described in Section 3 of this Ordinance.

**ADOPTED** by the City Council this 11<sup>th</sup> day of June, 2018.

**APPROVED** by the Mayor this 11<sup>th</sup> day of June, 2018.

\_\_\_\_\_  
Mayor

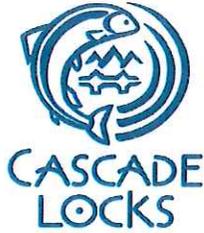
ATTEST:

\_\_\_\_\_  
City Recorder





"The Heart of the Columbia River Gorge"



**City of Cascade Locks**  
PO Box 308 140 SW WaNaPa  
Cascade Locks, OR 97014  
[www.cascade-locks.or.us](http://www.cascade-locks.or.us)

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

## **EXHIBIT B**

May 9, 2018

I, Kathy Woosley, in my role as City Recorder, do hereby affirm that there are no liens or taxes due on the City owned Johnson Street.

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Kathy Woosley, City Recorder

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



## CASCADE LOCKS STAFF REPORT

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**Date Prepared: June 4, 2018**

**For City Council Meeting on: June 11, 2018**

**TO: Honorable Mayor and City Council**

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

**SUBJECT: Adopt Ord. No. 448 Regulating Short Term Rentals – FIRST READING**

**SYNOPSIS:** The Planning Commission has been working for about a year reviewing other City's short-term rental regulations and drafting and revising an approach that would work in Cascade Locks. The attached ordinance is the culmination of their effort and is their recommendation that the City adopt this ordinance.

A short-term rental has two basic variations: a hosted homeshare where a portion of the dwelling is rented for less than 30 days while the home-owner is present, or a vacation home rental where the entire dwelling unit is rented for less than 30 days.

A hosted homeshare or a vacation home rental will only be allowed in the five residential zones including Rural Residential, Low Density Residential, Medium Density Residential, High Density Residential, or any Planned Development.

They will not be allowed in any commercial zone, a commercial/residential zone, downtown zone, or resort commercial zone. If a citizen wants to do short term rentals in these areas, they are encouraged to open a motel.

Homeshares and vacation home rentals will also not be allowed in a manufactured or mobile home park.

Each of these short-term properties must register with the City as a transient lodging provider and must sign up for a Transient Room Tax license. They must collect and remit to the city the TRT tax as required by the City ordinance. The short-term renter must also provide to the City proof that their homeowners insurance also covers short term renters.

The Planning Commission also developed some restrictions for these rentals:

1. Homeshares or vacation rentals must be 250 or more apart from the nearest short-term rental.

2. Short-term rentals may not be RV's, tents, or other temporary shelters.
3. Renters may not offer short-term rentals.
4. Owner ship is limited to citizens, not management companies or business real estate developers. No owner may have more than 3 short-term rentals.
5. One parking space is required for every two bedrooms.
6. An emergency contact who can respond physically to the rental with 30 minutes is required.
7. Only 10% of the existing housing stock may be used as short-term rentals.
8. Accessory residential units may not be used for short-term rentals.
9. No commercial-style food preparation is allowed in short-term rentals.

This ordinance also has some enforcement provisions as administered through the City's Municipal Court. If the City can produce a screen grab of an unlisted short-term rental, that is sufficient evidence of a violation of this ordinance, subject to a fine of \$500 per day that the violation exists.

This ordinance seems to be a good start for a tough industry to regulate without having the necessity of developing business license/ordinance or inspection requirements.

**CITY COUNCIL OPTIONS: Accept, modify, or reject Ordinance 448.**

**RECOMMENDED MOTION: At first reading "I move to approve Ordinance 448 regulating short-term rentals within the City of Cascade Locks."**

The second reading would be on June 25 with an effective date of July 30.

This ordinance has been approved by Ruben Cleaveland, the City Attorney.

**ORDINANCE NO. 448**

**AN ORDINANCE OF THE CITY OF CASCADE LOCKS ADOPTING SHORT TERM RENTAL REGULATIONS WITHIN THE CITY OF CASCADE LOCKS**

**WHEREAS**, the City Council of the City of Cascade Locks recognizes the nature of the community can be affected by unregulated short-term rentals;

**WHEREAS**, short term rentals can enhance a vibrant tourist industry; and

**WHEREAS**, short term rentals can create significant transient room tax revenue;

**THE CITY OF CASCADE LOCKS, HOOD RIVER COUNTY, OREGON, ORDAINS AS FOLLOWS:**

**SECTION 1. Definitions for understanding Short Term Rentals:**

As used in this title, the singular includes the plural and the masculine includes the feminine and neuter. The word "may" is discretionary, but the word "shall" is mandatory. The following words and phrases shall have the meanings given them in this section.

**HOSTED HOMESHARE** means the transient rental of a portion of a dwelling while the homeowner is present for less than 30 days.

**VACATION HOME RENTAL** means the transient rental of an entire dwelling unit for less than 30 days.

**SECTION 2. Regulations:**

**Hosted Homeshares** and Vacation Home Rentals are permitted in the following City of Cascade Locks residential zones:

Rural Residential (RR)  
Low Density Residential (LDR)  
Medium Density Residential (MDR)  
High Density Residential (HDR)  
Any Planned Development (PD)

**Hosted Homeshares** and Vacation Home Rentals are not permitted in the following City of Cascade Locks zones:

Commercial (C)  
Commercial/Residential (CR)  
Manufactured/Mobile Home Park Residential (MHR)  
Downtown Zone (D)  
Resort Commercial (RC)

A. A TRT License issued under the City Code of Cascade Locks, Chapter 112, is required.

1. Persons operating a hosted homeshare or vacation home rental shall obtain a Transient Room Tax License. Each owner shall maintain a registration book which identifies the occupants of the rental unit during the duration of stay and home address of the occupants. Such records shall be available to the City (or the City's designee) during an audit of the hosted homeshare or vacation home rental in order to verify or validate the transient room tax collected and paid to the City.
2. The payment of transient room taxes to both the State and the City are the responsibility of the property owner. Payments are due on the 15<sup>th</sup> of the month following the previous quarter, April 15, July 15, October 15 and January 15.
3. Proof of residential home-owner insurance that specifically includes short term rental coverage for the subject property is required.

B. Use Restrictions – All Zones.

1. To prevent a change in the nature of the immediate neighborhood, no Hosted Homeshare or Vacation Home Rental may be located within 250 feet of any other Hosted Homeshare or Vacation Home Rental. For purposes of this Section, all distances shall be measured in lineal feet from the nearest property line to the nearest property line of the properties subject to this Ordinance.
2. The room(s) for transient rental shall not include rooms within a recreational vehicle, travel trailer, or tent or other temporary shelter.
3. Renters are not permitted to operate short-term rentals.
4. Management companies and other business real estate entities are not permitted to operate short-term rentals in residential zones.
5. The maximum occupancy for the dwelling shall be two persons per bedroom plus two additional persons. For example, a two-bedroom dwelling would have a maximum occupancy of six persons.
6. One (1) hard surfaced off-street parking space shall be provided for every two bedrooms. In calculating the number of spaces required, the total shall be rounded up. Parking areas shall not be located in the front yard. If the garage is to be utilized to meet the parking requirement, a photo of the interior of the garage shall be submitted to show the garage is available for parking. Required parking may be permitted on another lot within 250 feet of the subject property with a shared parking agreement and proof of legal parking access.
7. The number of days the unit is rented per quarter shall be reported on the TRT quarterly report.
8. An emergency contact number shall be provided to the vacation rental occupier, to each of the surrounding property owners/residents and to the City. The emergency contact shall respond to the hosted homeshare or vacation home rental property within 30 minutes to address any emergency or complaint issue. Private home owners are permitted to utilize the services of a management company to assist in the operation of the hosted homeshare or vacation home rental.
9. Only 10% of the total residential units in the City may be permitted as transient rentals at any one time. The number of residential water accounts will provide the

base for the calculation. For example, if the City has 500 residential water accounts, only 50 (10% of 500) transient room tax licenses will be issued for residential transient rental uses.

10. No more than three transient room tax licenses may be issued to any one owner.
11. Listing an unpermitted unit online is a violation of this ordinance.
12. Each rental unit property must have a valid street address.
13. An accessory residential unit (ARU) may not be used as a hosted homeshare or vacation home rental. Unless the ARU is owner occupied, the owner shall provide proof that the ARU is rented for longer than 30 days or occupied by a hold-over tenant following completion of a 12-month lease. A 12-month lease is not required if the owner rents the ARU to an immediate relative.
14. Smoke detectors, carbon monoxide detectors, and fire extinguishers in the rental space are strongly encouraged.
15. No short-term rental may engage in commercial-style food preparation or operation.

Failure to comply is subject to normal city code violation fine of up to \$500 per day for each day the violation exists. Any hosted homeshare or vacation home rental including those advertised through internet rental accounts or services are subject to this ordinance. Internet rental accounts or services include, but are not limited to, providers such as "AirBnB," "Vacasa," and "Craigslist." Copies of online advertisements for properties located inside the City limits of Cascade Locks are presumed to constitute the operation of a homeshare or vacation home rental property.

**SECTION 3. Effective Date.** This Ordinance will take effect 30 days after approval by the Mayor.

**FIRST READING** by the City Council 11<sup>th</sup> day of June, 2018.

**ADOPTED** by the City Council this 25<sup>th</sup> day of June, 2018.

**APPROVED** by the Mayor this 25<sup>th</sup> day of June, 2018.

ATTEST:

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Kathy Woosley, City Recorder

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Tom Cramblett, Mayor



Hood River County Sheriff's Office  
 Statistical Information  
 City of Cascade Locks  
 May 2018

Case Numbers associated with Cascade Locks

Case #	Date	Officer	Call Type	Call Type Breakdown
S180372	05/03/18	21	ASLT	3 911
S180381	05/05/18	21	THEFT	3 AC
S180398	05/10/18	10	CIVIL	2 ALARM
S180404	05/12/18	21	VEH STOP	8 AOA
S180408	05/13/18	21	DOM	1 ASLT
S180421	05/18/18	23	VEH STOP	2 ASSIST
S180423	05/18/18	21	VEH STOP	1 BURG
S180429	05/21/18	21	THEFT	3 CE
S180432	05/22/18	30	VAND	3 CIVIL
S180439	05/24/18	19	JUV	2 DOM
S180448	05/27/18	21	TRES	1 DRUG
S180449	05/28/18	26	BURG	3 FU
S180460	05/31/18	30	AOA	3 HARA
S180459	05/31/18	21	HV	5 HV
				14 INFO
				4 JUV
				1 MENT
				2 MSG
				1 MVC
				23 OFCR
				1 OV
				1 PROP
				7 PS
				2 SUBI STOP
				3 SUIC
				21 SUSP
				1 SV
				3 TA
				5 TC
				1 TESTALL
				9 THEFT
				5 TRES
				2 VAND
				53 VEH STOP
				5 WELF
				1 XPATROL
<b>Total</b>	<b>14</b>			<b>205</b>

Total Number of Cascade Locks patrols

76

Total Calls for Service  
*(Includes Followup, OFCR initiated, agency assist, SAR, etc.)*

205

Hours worked by Deputy Jubitz (21)  
 Hours worked by other personnel

92.42  
 72.15

  
 Brian Rockett, Undersheriff

