

CITY of CASCADE LOCKS

AGENDA

CITY COUNCIL MEETING, Monday, July 9, 2018, 7:00 PM, CITY HALL

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

1. **Call to Order/Pledge of Allegiance/Roll Call.**
2. **Additions or amendments to the Agenda.** (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 June 25, 2018 Minutes.**
 - b. **Ratification of the Bills in the Amount of \$256,007.98**
4. **Public Hearings:** None
5. **Action Items:**
 - a. **Appointment to Committees.**
 - b. **Creation of Cemetery Memorial Wall Committee.**
 - c. **Review of Potential Ballot Measures.**
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. **Hood River County Hazardous Mitigation Plan, Nicolia Mehrling.**
 - c. **City Administrator Zimmerman Report.**
8. **Mayor and City Council Comments.**
9. **Other matters.**
10. **Executive Session per ORS 192.660 (2)(h) Potential Litigation and ORS 192.660 (2)(i) City Administrator Evaluation**
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 (City and Port of Cascade Locks/Pledge of Allegiance/Roll Call (City and Port of Cascade Locks)).** Present were CM's Busdieker, Groves, Zerfing and Mayor Cramblett. CM Fitzpatrick was present via phone. CM's Walker and Randall were absent. Present for the Port Commission were PC's Caldwell, Bump, Lorang and Port President Groves. PC Stipan was excused. Also present for the Port were PM Koch and Special Projects Coordinator Brittany Berg. Also present for the City was CA Zimmerman, Chief Finance Office Marianne Bump, Deputy Recorder Marilyn Place, Fire Chief Jessica Bennett, Camera Operator Betty Rush. Others present were Econ Northwest Representative Mathew Craigie, Joann Wittenberg, Melissa Warren, Butch Miller, Larry Cramblett, Gyda Haight and Oregon Business Development Representative Carolyn Meece.
2. **Additions or amendments to the Agenda.** None
3. **Adoption of Consent Agenda.**
 - a. **Approval of June 11, 2018 Minutes.**
 - b. **Ratification of the Bills in the Amount of \$242,087.95**
 - c. **Review Resolution No. 1148 Adopting A Supplemental Budget for Fiscal Year 2008/2009, Establishing a Capital Reserve Fund #56, Making Appropriations and Authorizing Expenditures from and Within the Capital Reserve Fund.**
 - d. **Resolution No. 1399 Authorizing Application for a Grant from the Oregon Department of Parks and Recreation in Support of the Gorge Hubs Project.**
 - e. **Resolution No. 1400 Authorizing Transfer of Funds Between Categories of Various Funds, Making Appropriations and Authorizing Expenditures for the Fiscal Year Ending June 30, 2018.**
 - f. **Approve the Renewal of Property and Liability Insurance and Workers Compensation Insurance for Fiscal Year Ending June 30, 2019. Motion:** CM Busdieker moved to approve the consent agenda, seconded by CM Groves. The motion passed unanimously by CM's Groves, Busdieker, Fitzpatrick, Zerfing and Mayor Cramblett.
4. **Public Hearing:** None.
5. **Action Items:**
 - a. **Appointment to Committees.** None.
 - b. **Adopt Ordinance No. 448 Adopting Short Term Rental Regulations Within the City of Cascade Locks.** CM Groves said she wanted to amend the Ordinance to show that 5% of the City's housing stock be considered STR's and not 10% as originally documented. She said 10% was too many and would significantly decrease the options for people who need housing. CM Busdieker said she would actually like it dropped to 3%, stating it could be raised later. **Motion:** CM Groves moved to approve Ordinance No. 448 amending Section 2 B. 9 to state only 5% of the total residential units in the City may be permitted as transient rentals at any one time. CM Zerfing seconded. The motion passed with CM's Groves, Zerfing, Fitzpatrick and Mayor Cramblett in favor and CM Busdieker opposing.
6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** Joann Wittenberg said she would like the City Council to create a committee that could research possibilities for a permanent fixture or memorial such as a wall to intern ashes at the City's cemetery. She said people could put plaques on the wall memorializing their loved ones and they would have a place to put flowers when they visit. She said it would be nice to have a bench to accompany the wall as well. The Council thanked her for that suggestion

7. **Reports and Presentations.**

a. **City Committees.** None

b. **City Airport Feasibility Study.** Mathew Craigie with Econ Northwest said the purpose of the study was to report on a range of possible future uses for the 47 acres of airport property. He said the Port formed a Project Leadership Team and a Project Steering Committee. He said the main components for consideration were; Existing Conditions, Stakeholder Priorities and Future Uses. Mr. Craigie said the group ultimately came up with six development options but failed to come to an agreement as to which option to recommend. He said the options were;

- Status Quo – Keep the airport functioning as is with no upgrades
- Enhanced Aviation Use – Keep the airport functioning with additional improvements to increase or improve aviation use
- Airport with Additional Residential Use – Keep airport functioning and redevelop adjacent property with residential use
- Airport with Additional Commercial or Industrial Use – Keep airport functioning and redevelop adjacent property with compatible commercial or industrial use
- Redevelop as Residential use – Remove airport and redevelop entire property for residential use
- Redevelop as Commercial or Industrial Use – Remove airport and redevelop entire property with commercial or industrial use

Mr. Craigie said no one option had a high level of achievement for all criteria. He said Cascade Locks faces two critical and related issues, which are pressure for residential development and second, the community has struggled to create jobs.

c. **Port of Cascade Locks Presentation.** PP Groves said in response to citizen inquires the following are some of the projects the Port has completed or are in the works now.

PP Groves said Thunder Island Brewery has selected their engineer and building design and are ready to break ground on WaNaPa next to the old Fire Department building.

PP Groves said all four of the Flex Buildings on Herman Creek Lane have tenants. He said Hueker Brothers are getting ready to build on property at the Industrial Park which will be a two story building for processing and packaging seafood.

PP Groves said the property on the corner of WaNaPa and Oneonta has been sold to a developer who will be building a brewery and possibly additional retail space and apartments.

PP Groves said the Port is in negotiations with a brewery from Hood River who would like to build a 30,000 square foot facility at the Industrial Park. He said it would employ about 24 people to manufacture kegs, bottles and cans for the brewery.

PP Groves showed the final conception drawing of a pedestrian and bike crossing that will go over the railroad tracks near Overlook Park.

PP Groves said the Port was successful in getting the first part of the grant to build a pedestrian bicycle crossing on the Bridge of the Gods (BOG.) He said the crossing will accommodate hikers, bikers and equestrians. Port Manager Paul Koch said 80% of the funds needed to seismically retro fit the BOG will be combined in the grant for the crossing project. PP Groves said in November 2018 the toll both at the BOG will start registering tolls with a transponder and the Port has stopped collecting tolls for pedestrians and bicyclists on the BOG.

d. Fire Chief Jessica Bennett Report. Chief Bennett said she sent out an anonymous survey to 575 households in Cascade Locks and received 36 back. She said the idea behind the survey was to give her an indication of how the community feels about the services the Fire Department (FD) provides. She said based off the survey and the needs of the FD she will be coming back to the Council with options of how we can save money and expand FD services.

e. City Administrator Zimmerman Report. CA Zimmerman said OregonMines, the crypto-currency company moving to the Smokey Mountain Logistics site signed an agreement to pay \$75,000.00 toward the costs of getting 4 megawatts of power brought to that site.

CA Zimmerman said Bonneville Power Administration (BPA) has finalized their spill surcharge which was ordered by a judge to help fish passage at Bonneville Dam. He said the spill will force BPA to loose approximately 10.2 million dollars and they have approval to collect that from their customers. He said our portion is \$4430.00 and we will pay that in four installments over the next four months.

CA Zimmerman said the City has over 250 fees that have not been increased since 2008. He said the Council can review each fee but since we can only have one topic per ballot measure it would be better to repeal the 2008 Charter amendment. He said then we can review which ones to increase.

CA Zimmerman said System Development Charges (SDC's) have not been increased even though the resolution indicates that SDC's should be increased by the CPI each year. He said since 2005 the City has lost \$86,000.00 in unlevied SDC charges. He said a ballot measure would improve the annual CPI adjustment for SDC's.

8. Mayor and City Council Comments. CM Fitzpatrick said Chief Bennett's list of the duties she provides in her position was impressive.

CM Zerfing said he will not be deployed to Puerto Rico so he will be here for the duration of his term as a Council Member.

CM Busdieker wanted to especially thank Chief Bennett for holding the FD and Emergency Services together given the lack of funds and personnel.

CM Groves thanked the Port for the detailed presentation they gave on all the projects they have going on and completed. She also thanked Chief Bennett for her presentation and recognized the need for more help financially and with personnel for the FD.

Mayor Cramblett said the school has old trophies from past decades and would like to find another place for them. He said now that the Library has moved from City Hall a display case could be built in the room the Library used to occupy for the trophies. There was consensus of Council that would be a good idea.

9. Other matters. None

10. Executive Session as may be required. None

11. **Adjournment. Motion:** CM Zerfing moved to adjourn, seconded by CM Busdieker. The motion passed unanimously by CM Busdieker, Groves, Fitzpatrick, Zerfing and Mayor Cramblett. The meeting adjourned at 10:13pm.

Prepared by
Marilyn Place

APPROVED:

Mayor Cramblett

APPROVED:

Port President Groves

BLANKET VOUCHER APPROVAL

PAGE NO. 1

DEPARTMENT: CITY OF CASCADE LOCKS
COVER SHEET AND SUMMARY

DATE:	DESCRIPTION:	AMOUNT:
6/8/2018	PR	\$ 26,991.10
6/15/2018	AP	\$ 148,340.76
6/22/2018	PR	\$ 26,225.19
6/28/2018	AP	\$ 1,447.92
6/29/2018	AP	\$ 53,003.01

GRAND TOTAL \$ 256,007.98

APPROVAL:

Mayor

Report Criteria:
Report type: GL detail

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
9492	06/18	06/15/2018	6966	01410018SF	American Messaging	Paging Service	5140662050	5.00
Total 9492:								5.00
9493	06/18	06/15/2018	6820	64394	Anderson Perry & Associates Inc.	Professional Services through 5/15/2018	2141582025	1,718.75
9493	06/18	06/15/2018	6820	64395	Anderson Perry & Associates Inc.	engineering 5/15/2018	3141582030	8,637.50
9493	06/18	06/15/2018	6820	64396	Anderson Perry & Associates Inc.	Professional Services (Funding) through	3141582030	6,206.25
Total 9493:								16,562.50
9494	06/18	06/15/2018	7011	71170	Annala, Carey, Baker, Thompson, Vankot	Attorney Services for May 2018	0140162100	1,200.00
Total 9494:								1,200.00
9495	06/18	06/15/2018	7034	854	Bernadette Murray-Macdoce	Tourism Staff Support	0840582110	1,406.00
Total 9495:								1,406.00
9496	06/18	06/15/2018	370	64187	BIO-MED TESTING SERVICE	Pre-Employment Drug Screening L Gobe	0140462063	40.00
9496	06/18	06/15/2018	370	64187	BIO-MED TESTING SERVICE	Random drug test Mark R	0140462063	40.00
Total 9496:								80.00
9497	06/18	06/15/2018	6979	MAY 2018	Cartmation, Inc.	GIS Service for City	5140562190	1,000.00
Total 9497:								1,000.00
9498	06/18	06/15/2018	670	100001500 5	CASCADE LOCKS LIGHT CO.	fire station	0540562439	476.71
9498	06/18	06/15/2018	670	100003500 5	CASCADE LOCKS LIGHT CO.	res. no 2	2140562070	39.45
9498	06/18	06/15/2018	670	1000030200 5	CASCADE LOCKS LIGHT CO.	Pump Lift Station	3140562070	28.30
9498	06/18	06/15/2018	670	1000038200 5	CASCADE LOCKS LIGHT CO.	well house	2140562070	1,733.63
9498	06/18	06/15/2018	670	100379100 5	CASCADE LOCKS LIGHT CO.	treatment plant	3140562070	1,866.75
9498	06/18	06/15/2018	670	100381300 5	CASCADE LOCKS LIGHT CO.	Warehouse	2140562070	69.20
9498	06/18	06/15/2018	670	103742700 5	CASCADE LOCKS LIGHT CO.	Wasco Crk Lift Station	3140562070	213.11
9498	06/18	06/15/2018	670	200120000 5	CASCADE LOCKS LIGHT CO.	Cemetery Water	1740562551	115.98
9498	06/18	06/15/2018	670	300156100 5	CASCADE LOCKS LIGHT CO.	main lift station	3140562070	845.13
9498	06/18	06/15/2018	670	300156900 5	CASCADE LOCKS LIGHT CO.	Museum	0140762630	158.00

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
9498	06/18	06/15/2018	670	300171800 5	CASCADE LOCKS LIGHT CO.	Mall Lighting	5140562800	52.50
9498	06/18	06/15/2018	670	300183900 5	CASCADE LOCKS LIGHT CO.	moody lift station	2140562070	29.06
9498	06/18	06/15/2018	670	301961200 5	CASCADE LOCKS LIGHT CO.	Bike Path	0140182552	22.63
9498	06/18	06/15/2018	670	600135000 5	CASCADE LOCKS LIGHT CO.	City Hall Utilities	0140182552	575.67
9498	06/18	06/15/2018	670	600136900 5	CASCADE LOCKS LIGHT CO.	87 Ruddel	3140562070	33.52
9498	06/18	06/15/2018	670	600149800 5	CASCADE LOCKS LIGHT CO.	City Hall Irrigation	0140182552	213.71
9498	06/18	06/15/2018	670	601369800 5	CASCADE LOCKS LIGHT CO.	radio tower	0540562439	61.32
Total 9498:								6,534.87
9499	06/18	06/15/2018	740	88547	CASELLE, INC.	Annual Contract Support & Maintenance	0140182082	21,375.00
9499	06/18	06/15/2018	740	88547	CASELLE, INC.	Credit Voucher	0140182082	250.00
Total 9499:								21,125.00
9500	06/18	06/15/2018	4910	600143400	Charles Wren	Refund Deposit	5121130	276.77
Total 9500:								276.77
9501	06/18	06/15/2018	900	SSS 5/18	CITY OF CASCADE LOCKS	Senior Sewer Subsidy	0140862025	227.00
Total 9501:								227.00
9502	06/18	06/15/2018	7060	CGT050118	Columbia Gorge Tourism Alliance	Membership	0840562113	150.00
Total 9502:								150.00
9503	06/18	06/15/2018	1120	B204597	COLUMBIA HARDWARE, LLC	Liner and brushes	0540562440	13.74
Total 9503:								13.74
9504	06/18	06/15/2018	4910	100724202	Coy Ingram	Refund Deposit	5121130	42.25
Total 9504:								42.25
9505	06/18	06/15/2018	1620	1651	EFFICIENCY SERVICES GROUP, LLC	BPA Program Services October 2017	5140562139	750.00
9505	06/18	06/15/2018	1620	1804	EFFICIENCY SERVICES GROUP, LLC	BPA Program Services Feb 2018	5140562139	750.00
9505	06/18	06/15/2018	1620	1828	EFFICIENCY SERVICES GROUP, LLC	Residential Direct Install Credits	5140562140	918.00
9505	06/18	06/15/2018	1620	1934	EFFICIENCY SERVICES GROUP, LLC	BPA Program Services	5140562139	750.00

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 9505:								
9506	06/18	06/15/2018	1670	2018-3038	EMERGENCY REPORTING	2018-19 Yearly Invoice	0540562113	3,108.00
9506	06/18	06/15/2018	1670	2018-3038	EMERGENCY REPORTING	2018-19 Yearly Invoice	0540562113	500.00
Total 9506:								
9507	06/18	06/15/2018	6795	0658745	Ferguson Enterprises Inc. #5011	water meters	5642263941	3,608.00
Total 9507:								
9508	06/18	06/15/2018	2020	1307794	GENERAL PACIFIC INC.	PRI Dove, wire	5645163941	9,240.00
9508	06/18	06/15/2018	2020	1308054	GENERAL PACIFIC INC.	Meter for Bear MTN replacement	5140563002	7,787.20
9508	06/18	06/15/2018	2020	1308477	GENERAL PACIFIC INC.	Underground wire supplies	5141562009	274.00
Total 9508:								
9509	06/18	06/15/2018	2420	DL060418	HOOD RIVER CO. - FINANCE	Dog License	0121011	525.00
9509	06/18	06/15/2018	2420	DL060418	HOOD RIVER CO. - FINANCE	Dog License	0130143280	15.00
Total 9509:								
9510	06/18	06/15/2018	2690	7118-63019	ICMA	Membership 7/2018-6/2019	0140162030	14.50
Total 9510:								
9511	06/18	06/15/2018	4910	200100597	Karen Shultz	Refund Deposit	5121130	680.00
Total 9511:								
9512	06/18	06/15/2018	2980	INV188633	L.N. CURTIS & SONS	Service on Compressor	0540562441	5.24
Total 9512:								
9513	06/18	06/15/2018	3070	01523936	LES SCHWAB TIRE CENTER	Flat Repair E239982	0340562441	1,120.00
Total 9513:								
9514	06/18	06/15/2018	3150	GR053118	MARIANNE BUMP	Reimburse Mileage - Banking	0140162020	1,120.00
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Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 9514:								
9515	06/18	06/15/2018	4910	601304406	Mary Sandstad	Refund Deposit	5121130	21.80
Total 9515:								
9516	06/18	06/15/2018	4070	8050337	ONE CALL CONCEPTS, INC.	Regular Tickets	5140562110	173.89
Total 9516:								
9517	06/18	06/15/2018	4200	AR190419	OREGON DEPT. OF ENERGY	Energy Supplier Assessment	5140562030	17.85
9517	06/18	06/15/2018	4200	AR190419	OREGON DEPT. OF ENERGY	Energy Supplier Assessment	5140562030	473.80
Total 9517:								
9518	06/18	06/15/2018	4060	06062018	Oregon Gov. Finance Officers Assoc.	2018-19 Membership Dues	0140162030	2,369.00
9518	06/18	06/15/2018	4060	JEN0612201	Oregon Gov. Finance Officers Assoc.	2018-19 Membership Dues - Jen	0140162030	110.00
Total 9518:								
9519	06/18	06/15/2018	6935	91497	Oregon Travel Experience	mult falls kiosk panel	0840562114	220.00
9519	06/18	06/15/2018	6935	91933	Oregon Travel Experience	4x4 panel	0840562114	75.00
Total 9519:								
9520	06/18	06/15/2018	8901	INV-1692	Outdoor Viewfinder	PCT Days Sponsorship	0840562114	159.00
Total 9520:								
9521	06/18	06/15/2018	6769	05-18-529	PARC Resources, LLC	City Planning Map 2018	0140262090	2,499.00
Total 9521:								
9522	06/18	06/15/2018	4620	3308231087	PITNEY BOWES - RENTAL	Periodic Payment	0140162120	1,214.03
Total 9522:								
9523	06/18	06/15/2018	6780	5053542552	Richd Americas Corporation	Copies	0140162110	154.47
Total 9523:								

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 9523:								85.70
9524	06/18	06/15/2018	7026	8124899882	Shred-it USA	Archives Shred Bins	0140162110	51.30
Total 9524:								51.30
9525	06/18	06/15/2018	5960	INV001651	TRAFFIC SAFETY SUPPLY CO.	Public Works Supplies	0340562560	19.70
Total 9525:								19.70
9526	06/18	06/15/2018	7062	TP00014375	Treetop Products Consolidated	32 Gallon Trash Cans	0140462520	4,258.20
9526	06/18	06/15/2018	7062	TP00014375	Treetop Products Consolidated	supersaver receptacle mount kit	0140462520	438.35
9526	06/18	06/15/2018	7062	TP00014375	Treetop Products Consolidated	Shipping Charge	0140462520	819.29
Total 9526:								5,515.84
9527	06/18	06/15/2018	6210	579409	USA BLUEBOOK	Locator, Lamoite	2140562560	366.74
9527	06/18	06/15/2018	6210	579409	USA BLUEBOOK	Locator, Lamoite	3140562560	365.73
Total 9527:								731.47
9528	06/18	06/15/2018	6280	27700115	VFIS	Policy Premium	0540562060	1,642.00
Total 9528:								1,642.00
9529	06/18	06/15/2018	6460	MAY 2018	WEST COLUMBIA GORGE CHAMBER	2018 wgcg	0840562114	315.00
Total 9529:								315.00
9530	06/18	06/15/2018	7061	CR060718	Whitfield, Jennifer	Mileage to bank	0140162020	21.80
Total 9530:								21.80
9531	06/18	06/15/2018	6690	061118	WOOSLEY, KATHY	bdy cake and punch for CC Mtg - Millia	0140162020	3.82
9531	06/18	06/15/2018	6690	061118	WOOSLEY, KATHY	brdge toll tickets	0140162020	2.00
Total 9531:								5.82
9532	06/18	06/15/2018	7040	168	Yates Line Construction Company	Lineman - Chris White	5140562110	875.28

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
9532	06/18	06/15/2018	7040	168	Yates Line Construction Company	single person squirt boom truck	5140562110	224.00
9532	06/18	06/15/2018	7040	172	Yates Line Construction Company	Lineman - Chris White	5140562110	875.28
9532	06/18	06/15/2018	7040	172	Yates Line Construction Company	single person squirt boom truck	5140562110	224.00
Total 9532: 2,198.56								
9539	06/18	06/29/2018	6822	0122554	American Legal Publishing Corporation	2018 S-3 Folio Supplement	0140162110	95.00
9539	06/18	06/29/2018	6822	0122554	American Legal Publishing Corporation	shipping	0140162110	8.00
Total 9539: 103.00								
9540	06/18	06/29/2018	200	2872724745	AT&T MOBILITY	Electric Department Phone 5/12/18-6/1/1/	5140562050	77.48
Total 9540: 77.48								
9541	06/18	06/29/2018	7034	855	Bernadette Murray-Madocce	Tourism Staff Support	0840562110	1,444.00
Total 9541: 1,444.00								
9542	06/18	06/29/2018	410	2432301	Bobcat of Portland	Washer Hardened	0140462520	54.16
Total 9542: 54.16								
9543	06/18	06/29/2018	6900	V802142	BSK Associates	water tasting 31 Lewis St 58 Ruckel	2140562150	60.00
Total 9543: 60.00								
9544	06/18	06/29/2018	740	88609	CASELLE, INC.	Online Training Project Accounting 6/12/	0140162020	290.00
Total 9544: 290.00								
9545	06/18	06/29/2018	7028	022518	Curran-McLeod, Inc.	General Engineering	0140262091	250.00
Total 9545: 250.00								
9546	06/18	06/29/2018	-1360	131567	DAVID R. CUNNINGHAM	Email server issues, transfer, caselle issu	0140162082	1,110.00
Total 9546: 1,110.00								
9547	06/18	06/29/2018	1390	1024487946	DELL MARKETING L.P.	Fire Station Computer	0540563946	553.15

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 9547:								
9548	06/18	06/29/2018	6795	0662646	Ferguson Enterprises Inc. #3011	Flxnt Software support	2140562081	1,287.50
9548	06/18	06/29/2018	6795	0662646	Ferguson Enterprises Inc. #3011	Flxnt Software support	5140562081	1,287.50
Total 9548:								
9549	06/18	06/29/2018	7021	I-1601026	Gorge Networks	broadband and phone service June 2018	0140162050	276.51
9549	06/18	06/29/2018	7021	I-1601026	Gorge Networks	broadband and phone service June 2018	0140162082	251.79
9549	06/18	06/29/2018	7021	I-1601026	Gorge Networks	broadband and phone service June 2018	0540562050	233.86
Total 9549:								
9550	06/18	06/29/2018	2570	0005181002	HOOD RIVER NEWS	CDC Amendments	0140262037	48.00
9550	06/18	06/29/2018	2570	0005181030	HOOD RIVER NEWS	Notice of Public Hearing	0140162030	40.00
9550	06/18	06/29/2018	2570	0005181031	HOOD RIVER NEWS	Notice of Public Hearing	0140162030	96.00
Total 9550:								
9551	06/18	06/29/2018	3110	13710	LOCAL GOVERNMENT	Membership 2018-2019	0140162030	184.00
Total 9551:								
9552	06/18	06/29/2018	3150	062218	MARIANNE BUMP	postage of letter with certified Mail	0140162055	6.70
Total 9552:								
9553	06/18	06/29/2018	7047	060518	Marilyn Place	reimburse mileage PDI Training - Place	0140162020	194.67
9553	06/18	06/29/2018	7047	060518	Marilyn Place	reimburse meals PDI Training - Place	0140162020	30.96
Total 9553:								
9554	06/18	06/29/2018	4020	ME122776	ODOT-FUEL SALES	Fuel - PW E192649	0340562530	158.79
9554	06/18	06/29/2018	4020	ME122776	ODOT-FUEL SALES	Fuel - EMS E218108	0540562420	32.96
9554	06/18	06/29/2018	4020	ME122776	ODOT-FUEL SALES	Fuel - EMS E93	0540562420	36.27
9554	06/18	06/29/2018	4020	ME122776	ODOT-FUEL SALES	Fuel - EMS E94	0540562420	63.04
9554	06/18	06/29/2018	4020	ME122776	ODOT-FUEL SALES	Fuel - PW E192649	2140562530	158.79
9554	06/18	06/29/2018	4020	ME122776	ODOT-FUEL SALES	Fuel - PW E206091	2140562530	256.08
9554	06/18	06/29/2018	4020	ME122776	ODOT-FUEL SALES	Fuel - electrical E192626	5140562200	194.17

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
9554	06/18	06/29/2018	4020	ME122776	ODOT-FUEL SALES	Fuel - electrical E215587	5140562200	108.28
9554	06/18	06/29/2018	4020	ME122776	ODOT-FUEL SALES	Fuel - electrical E236094	5140562200	131.89
Total 9554:								1,140.27
9555	06/18	06/29/2018	4460	CL93476	Pacific Crest Imprint	Full Page Ad, Ska Lodge	0840562114	1,394.00
Total 9555:								1,394.00
9556	06/18	06/29/2018	4510	00013766	PAGEWORKS DESIGN, INC.	3.5"x8.5" Back Panel Chamber of Comm	0840562114	1,395.00
Total 9556:								1,395.00
9557	06/18	06/29/2018	4670	14023389	PORT OF CASCADE LOCKS	Bridge Tickets - PW	0340562530	20.00
9557	06/18	06/29/2018	4670	14023389	PORT OF CASCADE LOCKS	Bridge Tickets - PW	2140562020	20.00
Total 9557:								40.00
9558	06/18	06/29/2018	6780	30222037	Ricoh Americas Corporation	Lease	0140162120	179.02
Total 9558:								179.02
9559	06/18	06/29/2018	5290	30533	SIGN MEDIA	Judge Garrett Sharp Name plate	0140162010	12.00
9559	06/18	06/29/2018	5290	30734	SIGN MEDIA	name plate catharine adler	0140162010	12.00
Total 9559:								24.00
9560	06/18	06/29/2018	6070	04641	TWGW, INC NAPA AUTO PARTS	Power steering pressure hose	0540562441	30.59
9560	06/18	06/29/2018	6070	046642	TWGW, INC NAPA AUTO PARTS	transmission fluid oil	0540562441	9.98
Total 9560:								40.57
9561	06/18	06/29/2018	6110	POBOX308	U.S. POSTAL SERVICE	Annual Box Fee	0140162110	72.00
Total 9561:								72.00
9562	06/18	06/29/2018	6937	359960854	US Bank Equipment Finance	contract payment - Principal	5140566001	1,240.04
9562	06/18	06/29/2018	6937	359960854	US Bank Equipment Finance	contract payment - Interest	5140566002	53.57

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 9562:								
9563	06/18	06/29/2018	7040	176	Yates Line Construction Company	5 Man line crew	5645163941	13,554.08
9563	06/18	06/29/2018	7040	176	Yates Line Construction Company	Equipment and tools	5645163941	5,956.00
9563	06/18	06/29/2018	7040	176	Yates Line Construction Company	material	5645163941	4,714.04
9563	06/18	06/29/2018	7040	177	Yates Line Construction Company	Lineman - Chris White	5140562110	437.64
9563	06/18	06/29/2018	7040	177	Yates Line Construction Company	single person squirt boom truck	5140562110	112.00
Total 9563:								
9564	06/18	06/28/2018	790	313785538 J	CENTURYLINK	telemetry	2140562050	130.99
9564	06/18	06/28/2018	790	313785538 J	CENTURYLINK	telemetry	3140562050	130.99
9564	06/18	06/28/2018	790	313891134 J	CENTURYLINK	Emergency After Hours	5140562050	62.21
9564	06/18	06/28/2018	790	313891134 J	CENTURYLINK	Emergency After Hours	5140562050	15.56
9564	06/18	06/28/2018	790	314228414 J	CENTURYLINK	Lift Station	3140562050	103.78
Total 9564:								
9565	06/18	06/28/2018	800	320153997 J	CENTURYLINK COMMUNICATIONS, IN	WELL HOUSE	2140562050	443.53
Total 9565:								
9566	06/18	06/28/2018	6854	JUNE 2018	Gordon Zimmerman	ODOE Meeting	0140162094	43.50
9566	06/18	06/28/2018	6854	JUNE 2018	Gordon Zimmerman	Block Chain Seminar, Portland OR	0140162094	49.05
9566	06/18	06/28/2018	6854	JUNE 2018	Gordon Zimmerman	OMEU Board Meeting	0140162094	103.55
9566	06/18	06/28/2018	6854	JUNE 2018	Gordon Zimmerman	Pi-U--Sha Kahneeta Resort	0140162094	134.07
9566	06/18	06/28/2018	6854	JUNE 2018	Gordon Zimmerman	Tri-County Harardous Waste Advisory Co	0140162094	45.78
9566	06/18	06/28/2018	6854	JUNE 2018	Gordon Zimmerman	Hood River Econ Dev	0140162094	21.80
Total 9566:								
9567	06/18	06/28/2018	7050	WYETH6928	UPRR	refund of work for wyeth crossing	5141562009	397.85
Total 9567:								
9568	06/18	06/28/2018	6110	JUNE 2018	U.S. POSTAL SERVICE	Mail utility bills	0140162055	131.43
Total 9568:								

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
9559	06/18	06/29/2018	6820	64549	Anderson Perry & Associates Inc.	Design Engineer June 2018	2141562025	3,000.00
9559	06/18	06/29/2018	6820	64550	Anderson Perry & Associates Inc.	Professional Services through 6/15/2018	3141562030	6,346.25
9559	06/18	06/29/2018	6820	64551	Anderson Perry & Associates Inc.	Professional Services through 6/15/2018	3141562030	3,657.50
Total 9559:								13,003.75
9570	06/18	06/29/2018	4910	200124310	Paul Jones	Refund Deposit	5121130	203.50
Total 9570:								203.50
6151801	06/18	06/15/2018	6080	1035	MAY 20 U S BANK	Bank Fees	0140162110	403.46
Total 6151801:								403.46
6151802	06/18	06/15/2018	440	MAY18-PWR	BPA	May Power Bill	5140562820	42,893.00
6151802	06/18	06/15/2018	440	MAY18-PWR	BPA	May Transmission Bill	5140562821	5,845.00
6151802	06/18	06/15/2018	440	MAY18-PWR	BPA	May Power Bill	5140562820	5,464.00
6151802	06/18	06/15/2018	440	MAY18-PWR	BPA	May Transmission Bill	5140562821	745.00
Total 6151802:								54,947.00
6281801	06/18	06/28/2018	6090	2671	JUNE 2 U S BANK CC	OR Health Authority	0540562860	165.00
Total 6281801:								165.00
6291801	06/18	06/29/2018	6090	2974	JUNE 2 U S BANK CC	AT&T	0540562050	14.99
Total 6291801:								14.99
6291802	06/18	06/29/2018	6090	5243	JUNE 2 U S BANK CC	economic Symposium	0140162020	25.00
6291802	06/18	06/29/2018	6090	5243	JUNE 2 U S BANK CC	Action Team Meeting	0140162020	18.00
6291802	06/18	06/29/2018	6090	5243	JUNE 2 U S BANK CC	League of Oregon	0140162020	450.00
6291802	06/18	06/29/2018	6090	5243	JUNE 2 U S BANK CC	Sheraton Portland Airport	0140162020	2.50
Total 6291802:								495.50
6291803	06/18	06/29/2018	6090	2305	JUNE 2 U S BANK CC	computer backup	0140162082	19.98
6291803	06/18	06/29/2018	6090	2305	JUNE 2 U S BANK CC	Air conditioner server room	0140462520	279.00
6291803	06/18	06/29/2018	6090	2305	JUNE 2 U S BANK CC	HDMI Cable EMS	0540563946	2.99
6291803	06/18	06/29/2018	6090	2305	JUNE 2 U S BANK CC	computer monitor for EMS	0540563946	42.50

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
6291803	06/18	06/29/2018	6090	2305 JUNE 2	U S BANK CC	Lineman Job Ad	5140562030	100.00 M
6291803	06/18	06/29/2018	6090	2305 JUNE 2	U S BANK CC	Lineman Job Ad	5140562030	100.00 M
Total 6291803:								544.47
6291804	06/18	06/29/2018	6090	4393 JUNE 2	U S BANK CC	Water/coffee	0140162010	31.56 M
6291804	06/18	06/29/2018	6090	4393 JUNE 2	U S BANK CC	Plates	0140162010	12.89 M
6291804	06/18	06/29/2018	6090	4393 JUNE 2	U S BANK CC	cake and supplies for meeting	0140562022	41.97 M
6291804	06/18	06/29/2018	6090	4393 JUNE 2	U S BANK CC	Water / Coffee	2140562560	5.25 M
6291804	06/18	06/29/2018	6090	4393 JUNE 2	U S BANK CC	Water / Coffee	3140562560	5.24 M
6291804	06/18	06/29/2018	6090	4393 JUNE 2	U S BANK CC	Water / Coffee	5140562560	10.48 M
Total 6291804:								107.39
Grand Totals:								202,290.69

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-21010	250.50	37,433.43-	37,182.93-
01-21011	15.00	.00	15.00
01-301-43280	.00	.50-	.50-
01-401-62010	68.45	.00	68.45
01-401-62020	1,060.55	.00	1,060.55
01-401-62030	1,622.00	.00	1,622.00
01-401-62050	276.51	.00	276.51
01-401-62055	307.14	.00	307.14
01-401-62082	22,756.77	250.00-	22,506.77
01-401-62094	397.85	.00	397.85
01-401-62100	1,200.00	.00	1,200.00
01-401-62110	715.46	.00	715.46
01-401-62120	333.49	.00	333.49
01-401-62552	812.21	.00	812.21
01-402-62037	48.00	.00	48.00
01-402-62090	1,214.03	.00	1,214.03
01-402-62091	250.00	.00	250.00
01-404-62063	80.00	.00	80.00
01-404-62520	5,849.00	.00	5,849.00
01-407-62630	158.00	.00	158.00
01-408-62022	41.97	.00	41.97
01-408-62025	227.00	.00	227.00
03-21010	.00	235.49-	235.49-
03-405-62441	37.00	.00	37.00
03-405-62530	178.79	.00	178.79
03-405-62550	19.70	.00	19.70
05-21010	.00	8,106.90-	8,106.90-
05-405-62050	248.65	.00	248.65
05-405-62060	1,642.00	.00	1,642.00
05-405-62113	3,608.00	.00	3,608.00
05-405-62420	132.27	.00	132.27
05-405-62439	538.03	.00	538.03
05-405-62440	13.74	.00	13.74
05-405-62441	1,160.57	.00	1,160.57
05-405-62860	165.00	.00	165.00
05-405-63946	598.64	.00	598.64
08-21010	.00	8,753.00-	8,753.00-
08-405-62110	2,850.00	.00	2,850.00

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
08-405-62113	150.00	.00	150.00
08-405-62114	5,753.00	.00	5,753.00
17-21010	.00	115.98-	115.98-
17-405-62551	115.98	.00	115.98
21-21010	.00	8,884.11-	8,884.11-
21-405-62020	20.00	.00	20.00
21-405-62050	140.66	.00	140.66
21-405-62070	1,871.34	.00	1,871.34
21-405-62081	1,287.50	.00	1,287.50
21-405-62150	60.00	.00	60.00
21-405-62530	414.87	.00	414.87
21-405-62560	370.99	.00	370.99
21-415-62025	4,718.75	.00	4,718.75
31-21010	.00	28,440.05-	28,440.05-
31-405-62050	234.77	.00	234.77
31-405-62070	2,986.81	.00	2,986.81
31-405-62560	370.97	.00	370.97
31-415-62030	24,847.50	.00	24,847.50
51-21010	.00	69,320.91-	69,320.91-
51-21130	701.75	.00	701.75
51-405-62030	1,995.20	.00	1,995.20
51-405-62050	139.89	.00	139.89
51-405-62081	1,287.50	.00	1,287.50
51-405-62110	2,766.05	.00	2,766.05
51-405-62139	2,250.00	.00	2,250.00
51-405-62140	918.00	.00	918.00
51-405-62190	1,000.00	.00	1,000.00
51-405-62200	434.34	.00	434.34
51-405-62560	10.48	.00	10.48
51-405-62800	52.50	.00	52.50
51-405-62820	42,893.00	.00	42,893.00
51-405-62821	5,845.00	.00	5,845.00
51-405-63002	274.00	.00	274.00
51-405-66001	1,240.04	.00	1,240.04
51-405-66002	53.57	.00	53.57
51-405-62030	573.80	.00	573.80
51-405-62050	20.56	.00	20.56
51-405-62820	5,464.00	.00	5,464.00
51-405-62821	745.00	.00	745.00
51-415-62009	656.43	.00	656.43

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
56-21010	.00	41,251.32-	41,251.32-
56-422-63941	9,240.00	.00	9,240.00
56-451-63941	32,011.32	.00	32,011.32
Grand Totals:	202,791.69	202,791.69-	.00

Report Criteria:

Report type: GL detail

CASCADE LOCKS STAFF REPORT

Date Prepared: July 2, 2018

For City Council Meeting on: July 9, 2018

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Creation of Cemetery Memorial Wall Committee

SYNOPSIS: At our last City Council meeting Joanne Wittenberg suggested that the City might explore the possibility of building a memorial wall at the Cemetery. This wall could hold ashes and/or memorial plaques for people who have had their ashes scattered in the area as a place for family members and friends to visit. This seems like a great idea, but I have no idea, other than Randy Holstrom and/or Joanne Wittenberg, who to invite to be on this temporary committee.

Two questions:

Is this something the Council wants to pursue?

Do you have suggestions of whom to invite to serve on this committee?

CITY COUNCIL OPTIONS: Create the committee or politely decline the request.

RECOMMENDED MOTION: Discussion only.

- 9.4 Other Staff. The City Administrator will determine any other department heads that may need to attend Council meetings.

SECTION 10: COMMITTEES

10.1 Appointment, Removal, and Replacement Generally.

a. Citizens interested in serving on a City Committee shall submit an application to the Mayor for his or her consideration. The Mayor is responsible for appointing members to said committees and all appointments are subject to Council approval.

b. Committee Members may be removed by the Mayor after missing three consecutive meetings without excuse. Removal of Planning Commissioners however will be given special consideration and conducted in accordance with ORS 227.030. Notice of removal to the affected committee member shall be handled with respect and courtesy.

c. Filling Vacancies for Committees shall be conducted in accordance with procedure established by the City Administrator and approved by the Mayor.

i. The vacancy for Committees shall be posted at least two weeks before the vacancy is filled. The Mayor may make a determination regarding filling the vacancy in the event business is being delayed by the vacancy.

d. The Mayor shall make a determination regarding relatives or members of the same household on the same committee when making individual appointments.

10.2 Liaisons/Representatives to Other Agencies.

a. The Mayor may appoint City liaisons or representatives to all committees and task forces of other agencies and community organizations for which participation of an elected or appointed official from the City is determined to be necessary or beneficial to the City. The Mayor may remove the liaison or representative upon consensus of the Council.

b. The primary role of an appointee is to facilitate communication between the relevant committee and the Council and to represent the City's interests as determined by a majority of the Council.

10.3 Organization of the Committee System.

1. Committees should be identified as a Standing or Temporary Committee.
 - a. Standing Committees are created by ordinance with the exception of the Budget Committee, which is created by Statute. These Committees can only be dissolved by repeal of the ordinance that created them. The existing Standing Committees are Tourism and Planning. The

Tourism Committee has seven members and the Planning Commission has five members.

- b. Temporary Committees are created by the Mayor. When creating a Temporary Committee the Mayor shall:
 - i. Write a statement of purpose detailing the task(s) of the Committee.
 - ii. Establish a timeline for the duration of the Committee. Generally Temporary Committees would remain in service for one year, but depending on the circumstances and at the Mayor's discretion, there may be variations in the duration of the Committee.
 - iii. Determine whether the Committee will consist of five or seven members.
- c. Temporary Committees that do not meet and report agendas and minutes to Council for three consecutive months will be dissolved.

10.4 Guidelines for Committee Operation.

1. Each Committee should operate under the same guidelines. These guidelines should be given to each Committee Member when they are appointed to the Committee. When possible a Committee training session will be offered.
2. Along with established guidelines, each Committee should have the following common traits:
 - a. An agenda for every meeting posted at least 24 hours before the meeting.
 - b. Minutes taken at every meeting. Staff will take minutes for Budget Committee and Planning Commission. A Committee Member for all other committees shall take minutes.
 - c. The Chairperson of the Committee should preside over the meeting and create the agenda for each meeting so as to be responsive to direction from the Council. The Committee will elect the Chair.
 - d. A written or oral report shall be given to the Council at the next Council meeting after the Committee meeting.
 - e. There shall be a joint workshop with the Council at least once per year.
3. Committee meetings shall be held at City Hall or another accessible public location in Cascade Locks.

10.5 Committee Goal Setting.

CASCADE LOCKS STAFF REPORT

Date Prepared: July 2, 2018

For City Council Meeting on: July 9, 2018

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Review of Potential Ballot Measures

SYNOPSIS: There are a number of issues that the Council could refer to the Ballot in November. Which of these issues do you want to refer to the voters?

1. Charter amendment clarifying the election of City Councilors (top three vote getters would get 4-year terms, any voter getters thereafter would get 2-year terms for the number of seats available. In other words, there are no positions.)
2. Approving an Ordinance instituting a 1% Construction Excise Tax that would go to the Mid-Columbia Housing Authority to support development of Workforce Housing
3. The City has over 250 separate fees that have not be increased since before 2008 when the Charter Amendment prohibiting any fee, tax, or charge could be created without a vote of the people. We have two approaches for this issue.
 - a. A review fee by fee with each fee being a different ballot measure, or
 - b. Leave the fees as they are but repeal the ballot measure creating the limit. This would give the Council the time and the ability to adjust fees as needed instead of a blanket percentage increase.
4. The System Development Charges are some of the fees that have not been increased since their inception, even though the resolution indicates the SDC's are to increase by the CPI each year. The City has lost about \$86,000 in unlevied SDC's since 2005 because we have not increased them each year. This ballot measure would approve the annual CPI adjustment.
5. The EMS Support Fee ends in December 2019. Since extension of this measure would require being voted on in a general election, that would put an extension or increase if desired, on this November's ballot. The extension or increase would begin in 2020 and continue as directed by the Council.

Any ballot measures approved by the Council must be filed with the Hood River County Clerk by Thursday, September 6.

Any information for the voters pamphlet must be to the County Clerk by Monday, September 10.

CITY COUNCIL OPTIONS: Direct Staff to work with the City Attorney to draft resolutions placing any or all of the items in the ballot in November.

RECOMMENDED MOTION: Council decision.