

# CITY of CASCADE LOCKS

## AGENDA

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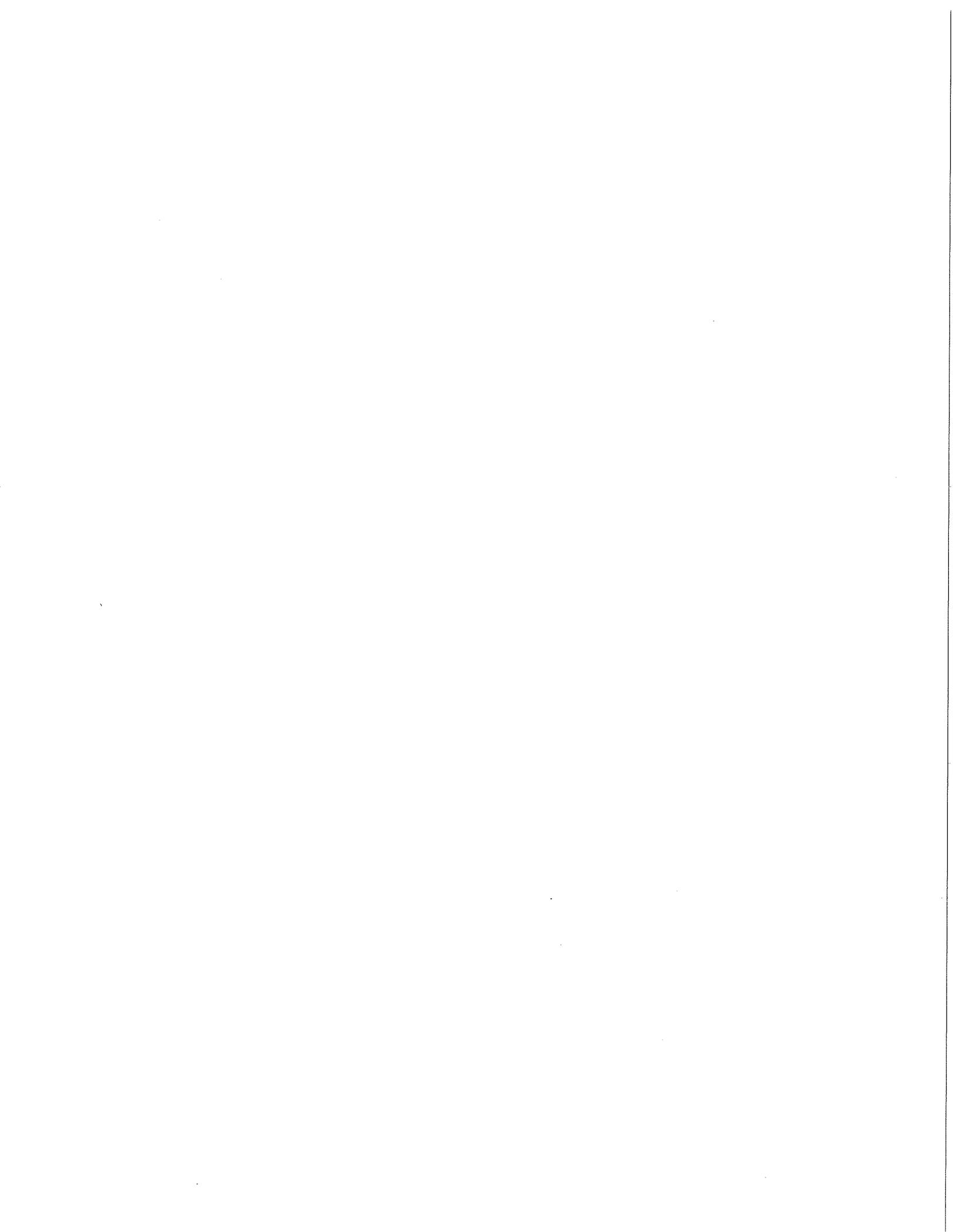
**CITY COUNCIL MEETING, Monday, August 26, 2013, 7:00 PM, CITY HALL**

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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.**
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 Minutes of August 12, 2013 Council Meeting.**
  - b. **Ratification of the Bills in the Amount of \$ 98,066.64.**
4. **Public Hearings.**
5. **Action Items:**
  - a. **Appointment to Committees.**
  - b. **September Trails Month Proclamation.**
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. **EMS Presentation.**
  - c. **EMS Funding Discussion.**
  - d. **Power Rate Discussion.**
  - e. **City Administrator Zimmerman Report.**
8. **Mayor and City Council Comments.**
9. **Other matters.**
10. **Executive Session as may be required.**
11. **Adjournment.**

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



1. **Call to Order/Pledge of Allegiance/Roll Call.** Mayor Cramblett called the meeting to order at 7:00 PM. CM's Groves, Fitzpatrick (via phone), Randall, Walker, Busdieker, and Mayor Cramblett were present. CM Helfrich was excused and CM Fitzpatrick was on the phone at 7:15 PM. Also present were City Administrator Gordon Zimmerman, City Recorder Kathy Woosley, Interim Port General Manager Paul Koch, Martha LaMont, Sandra Kelley, Casey Roeder, John McSherry, Frank Cox, Monica Masco, and Camera Operator Betty Rush.

2. **Additions or amendments to the Agenda.** Mayor Cramblett moved agenda item 5.e. to the top of action items.

3. **Adoption of Consent Agenda.**

- a. **Approval of Minutes of July 22, 2013 Council Meeting.**
- b. **Ratification of the Bills in the Amount of \$ 231,460.80.**
- c. **Approval of Amendment No. 2 to Sosnkowski and Cleaveland Personal Services Contract.**
- d. **Approve OLCC Renewals.**

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

4. **Public Hearings. None.**

5. **Action Items:**

**Request from the Port for the Bridge of the Gods Funding.** IPGM Koch explained that the Port needs a local government sponsor by August 19<sup>th</sup> for the STIP Grant application. He said the Port will be paying \$250,000 for the gusset repair, which will be the match. Ms. Roeder, Mr. McSherry, Mr. Cox, and Ms. Masco were present as supporters of the request being made by the Port. **Motion:** CM Randall moved, seconded by CM Walker, to approve the request from the Port of Cascade Locks to make application to the Oregon Department of Transportation for funding for the Bridge of the Gods repairs and authorize the City Administrator to sign the application. CM Walker said he works for ODOT but not for this district or project. CM Busdieker asked how money could be available in 2013/2014 when allocated for 2016/2018. CA Zimmerman explained that the Transportation Committee has the authority to move funds and make available immediately. CM Walker asked if any other Port STIP projects would be moved if using money now for the bridge. IPGM Koch said the Port has no other STIP projects. The motion passed unanimously by CM's Groves, Randall, Walker, Busdieker, and Mayor Cramblett.

CM Fitzpatrick joined the meeting via phone.

a. **Appointment to City Council/Committees.** None.

b. **Approve Job Description for Financial Review Committee.** CA Zimmerman gave a brief overview of the job description. **Motion:** CM Groves moved, seconded by CM Randall, to approve the Finance Committee job description and appoint the currently sitting members of the Finance and Operations Committees to the new committee. CM Busdieker said she and CM Fitzpatrick had talked about her taking his position, if chosen, to be on the committee as he is frequently unavailable to attend the meetings. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, Busdieker, and Mayor Cramblett. CM's Groves, Walker, and Mayor Cramblett stated they would like to remain on the committee. Committee Members will include Mayor Cramblett, CM's Groves and Walker, Sandra Kelley, Darlene Sullenger, Gary Munkhoff, Nancy Renault, and Arni Kononen.

c. **Regulator Street Notice of Award.** CA Zimmerman said two bids were received and still higher than available funds. He recommended the Base Bid and Option A for the street construction. He said the street would be under construction and not completed by the historic highway celebration. CA Zimmerman said depending on cost overruns the sidewalks could be installed later in fall. CA Randall asked about the water line installation. CA Zimmerman said it is cheaper for the contractor to install the water lines than for the City to do it. CM Walker asked about the street construction. CA Zimmerman said he could show CM Walker the plans after the meeting. He explained that Superintendent Dave Griffin would be inspecting the project. **Motion:** CM Randall moved, seconded by CM Busdieker, to accept the bid from Summit Excavation, provide the notice to proceed, and approve the invoice from Tenneson Engineering for the Regulator Street Project. The motion was approved unanimously by CM's Groves, Fitzpatrick, Randall, Walker, Busdieker, and Mayor Cramblett.

d. **Proposal for Review of Fire Hall from Pauly, Rogers.** CA Zimmerman explained the proposal. **Motion:** CM Groves moved, seconded by CM Randall, to accept the proposal from Pauly, Rogers for the review of the construction of the new Fire Hall, not to exceed \$5,000 without prior approval of the Council and with the work commencing on September 12<sup>th</sup>. The motion was passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, Busdieker, and Mayor Cramblett.

e. **Request from the Port for the Bridge of the Gods Funding.** This was discussed earlier in the meeting.

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

7. **Reports and Presentations.**

a. **City Committees.**

b. **Fish Food Bank presentation.** Mrs. LaMont said the Food Bank has money on account at A & J Market in Stevenson due to the participation of the Shepherd of the Hills Lutheran Church. She said she estimates another year of money on the account to use for extra product. She said that she and Debbie Gunther attended church there last week and expressed appreciation for the donations provided by the church. She said they discussed future fund raising to keep the donations coming.

Mrs. LaMont said the volunteers are getting stretched and working a lot of overtime serving an average of 50 families per month. She said Jim and Sharon Dean have gone above the call of duty by arranging the moving of all refrigerators and freezers into the new space provided at City Hall. She said Jim Dean has faithfully picked up the food for distribution. She asked everyone in the community to greet all the volunteers with well-deserved appreciation for their work in the Food Bank. Mrs. LaMont said Nestlé paid for the electrical upgrade in the new space for the refrigerators and freezers. She named the volunteers that work in the Food Bank. Mrs. LaMont thanked the staff at City Hall and said that staff has also mentioned that they would be willing to work in the Food Bank on their lunch hour.

Mrs. LaMont said the Lions Club sponsors the Old Timers Picnic on September 1<sup>st</sup>. She said this is a community event and not just for long time citizens of Cascade Locks. She said there will be raffles for prizes.

CM Groves and Mayor Cramblett thanked Mrs. LaMont for volunteering with the Food Bank.

c. **Old Fire Hall Discussion.** CA Zimmerman said the staff report lists questions for the Council to consider. He said the Port is interested in partnering with the City to possibly use the building as a farmer's market space. He reported that there is work that needs to be done to the building to make it stable and the Port's engineer estimated \$20,000 to stabilize the building. He said the Port would be interested in getting a group of people together to discuss the options for the building.

Mayor Cramblett said there has been opportunities to sell but the deals have fallen through. He said he hates to see the building empty. He said there is potential to enhance the City for economic development.

CM Groves said she would not be in favor of tearing the building down. She said the community built the building. CM Busdieker said she would be curious as to how the Port's engineer came up with a figure that is 10% of what another engineer estimated. CA Zimmerman said he hasn't seen any plans. He said he thought the work included reinforcing the rafters and fixing the separated wall. He said the degree of stabilization depends on the use of the building. CA Zimmerman explained that the HRC Building Inspector would be included in the meetings to be part of the discussion when determining the use and cost of stabilizing the building.

CA Zimmerman said his concern with not selling the building is repaying the debt to the Electric Department. He said there are a lot of questions that he doesn't have any answers for.

CA Zimmerman said the City can require the street vendors to move into the Farmer's Market and that would alleviate the problems on WaNaPa Street but then there are questions of space rent, installing ice machines, internet access, etc. He said the question is how to get a return on the asset that is sitting there. He said this is something Council has to decide. CM Busdieker said a community market would be great but not sure about requiring vendors to move in. She said she would like to see homemade items and not just fish and fruit.

IPGM Koch said he thought there would be an opportunity with the new owners of the Charburger. He said he didn't think the new owners would be allowing the vendors to continue in their parking lot. He urged Council to find a use to meet the community need and utilize the building.

Mayor Cramblett said the General Fund is making the payment until the building is sold. He said Council has to weigh that when making their decision. CM Randall said having vendors would help to generate money to help make the payments. CA Zimmerman said the City would not be making any money if turning it into a Farmer's Market. He said there is going to be a cost to refurbish the building and will only be used during the summer months. He said the City can write an ordinance to force vendors off the street. CM Randall said the building will be more valuable when it is fixed.

CM Walker said it would be a shame to tear it down. He said nothing can be done with the building as it is so will have to partner with someone. He said inactivity breeds inactivity. He said there are two new businesses being built and that will help create activity. Mayor Cramblett said the traffic is on the freeway we just have to get the traffic into town.

**d. City Administrator Zimmerman Report.** CA Zimmerman read his report. He asked for consensus of Council to apply for two Staffing for Adequate Fire and Emergency Response (SAFER) grants. There was consensus of Council to apply for both grants and to use someone who is skilled at writing grants.

CA Zimmerman reported on the BPA cost increases for power. CM Walker said we need to try to make minimum impacts on all rate increases. Consensus of Council was to review impacts of the cost increase and then decide on rates.

**8. Mayor and City Council Comments.** CM Fitzpatrick thanked staff for working on the conference phone system.

CM Walker asked if CA Zimmerman could research the cardboard recycling through Hood River Garbage. He said he has had some concerned citizens approach him stating that the garbage company was cutting

back on recycling of cardboard. CM Walker said he appreciated the Public Works Department working hard and making the best of use of the good weather.

CM Randall said the Fish Food Bank volunteers are highly appreciated.

CM Groves said she would like to get current Tourism Committee minutes and not a whole stack at one time. CM Groves said she reads the minutes and would like to be more up to date.

Mayor Cramblett said the TASAR World Championships are here this week. He said they are staying in the motels and making an impact on the transient room tax. He said he appreciates the Public Works Department and volunteers that have been working to clean the streets. He said this makes a big difference. He said small towns can't make it without volunteers. He said the SAFER Grant will be important to the City. He said there has been improvement in property clean up and thanked staff for that. CA Zimmerman said he is the Ordinance Enforcement Officer and that citizens have been very responsive to him.

**9. Other matters. None.**

**10. Executive Session as may be required. None.**

**11. Adjournment. Motion:** CM Groves moved, seconded by CM Randall, to adjourn. The motion was passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, Busdieker, and Mayor Cramblett. The meeting was adjourned at 8:30 PM.

Prepared by  
Kathy Woosley, City Recorder

APPROVED:

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Tom Cramblett, Mayor

BLANKET VOUCHER APPROVAL

PAGE NO. 1

DEPARTMENT: CITY OF CASCADE LOCKS  
COVER SHEET AND SUMMARY

DATE:	DESCRIPTION:	AMOUNT:
8/15/2013	Mid Month AP	\$ 50,343.75
8/23/2013	Gross Payroll	\$ 47,722.89

GRAND TOTAL \$ 98,066.64

APPROVAL:

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Mayor

Report Criteria:  
Report type: GL detail

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
3844	08/13	08/15/2013	20	17286	ADDYLAB	Water Sample Testing	2140562150	115.00
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3845	08/13	08/15/2013	70	10098042	ALTEC INDUSTRIES, INC.	capscrews	5140562201	15.00
3845	08/13	08/15/2013	70	10098042	ALTEC INDUSTRIES, INC.	capscrews	5140662201	15.00
Total 3845:								
3846	08/13	08/15/2013	370	32350	BIO-MED TESTING SERVICE	Drug Testing	0140462063	40.00
3846	08/13	08/15/2013	370	32350	BIO-MED TESTING SERVICE	Drug Testing	0540562063	80.00
Total 3846:								
3847	08/13	08/15/2013	6839	81148540	Bound Tree Medical, LLC	Meds	0540562351	261.33
3847	08/13	08/15/2013	6839	81148182	Bound Tree Medical, LLC	IV	0540562351	43.45
3847	08/13	08/15/2013	6839	81158866	Bound Tree Medical, LLC	Meds	0540562351	53.64
3847	08/13	08/15/2013	6839	81164186	Bound Tree Medical, LLC	Meds	0540562351	44.05
Total 3847:								
3848	08/13	08/15/2013	490	405762A	BRYANT PIPE AND SUPPLY	Pressure Reducer	2141562009	82.07
Total 3848:								
3849	08/13	08/15/2013	590	C223369	CARSON OIL COMPANY	fuel	0540562420	196.91
Total 3849:								
3850	08/13	08/15/2013	670	08/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	0140162551	114.10
3850	08/13	08/15/2013	670	08/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	0140462551	327.77
3850	08/13	08/15/2013	670	08/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	0140462551	75.84
3850	08/13	08/15/2013	670	08/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	0540562439	477.90
3850	08/13	08/15/2013	670	08/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	0840562071	15.00
3850	08/13	08/15/2013	670	08/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	1740562551	21.30
3850	08/13	08/15/2013	670	08/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	2140562070	1,445.82
3850	08/13	08/15/2013	670	08/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	2142162071	94.31

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
3850	08/13	08/15/2013	670	08/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	3140562070	2,007.00
3850	08/13	08/15/2013	670	08/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	5140562800	21.30
3850	08/13	08/15/2013	670	08/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	5142162071	161.58
3850	08/13	08/15/2013	670	8/13 SSS	CASCADE LOCKS LIGHT CO.	Senior Sewer Subsidy	0140862025	204.30
Total 3850:								4,966.22
3851	08/13	08/15/2013	740	51301	CASELLE, INC.	Contract Support	0140162082	142.20
3851	08/13	08/15/2013	740	51301	CASELLE, INC.		0340562082	45.03
3851	08/13	08/15/2013	740	51301	CASELLE, INC.		0540562082	40.29
3851	08/13	08/15/2013	740	51301	CASELLE, INC.		2140562082	244.11
3851	08/13	08/15/2013	740	51301	CASELLE, INC.		3140562082	218.04
3851	08/13	08/15/2013	740	51301	CASELLE, INC.		5140562082	417.12
3851	08/13	08/15/2013	740	51301	CASELLE, INC.		5140662082	78.21
Total 3851:								1,185.00
3852	08/13	08/15/2013	940	070113	CITY OF SPRINGFIELD	Ambulance Billing Service	0540562111	1,254.00
3852	08/13	08/15/2013	940	070113	CITY OF SPRINGFIELD	Statement Credit - Emergency Reporting	0540562113	250.00-
3852	08/13	08/15/2013	940	080713	CITY OF SPRINGFIELD	Ambulance Billing Service	0540562111	456.00
Total 3852:								1,460.00
3853	08/13	08/15/2013	6852	081413	College of Emergency Services	Paramedic Training J. Metheny	0540562022	1,443.00
Total 3853:								1,443.00
3854	08/13	08/15/2013	1120	A38127	COLUMBIA HARDWARE, LLC	PVC/part	0140462520	15.77
3854	08/13	08/15/2013	1120	A38602	COLUMBIA HARDWARE, LLC	Key	5140562770	1.99
3854	08/13	08/15/2013	1120	B47200	COLUMBIA HARDWARE, LLC	Leveler/adhesive	0140462520	8.74
3854	08/13	08/15/2013	1120	B48042	COLUMBIA HARDWARE, LLC	Roller cover/raags	0140462520	11.08
3854	08/13	08/15/2013	1120	B48209	COLUMBIA HARDWARE, LLC	Misc	0140462520	1.99
Total 3854:								39.57
3855	08/13	08/15/2013	4910	301877923D	Debbie Morrissey	Refund Deposit	5121130	151.72
Total 3855:								151.72
3856	08/13	08/15/2013	1540	611569-07311	DMV SERVICES STATE OF OREGON	Driving Records	0540562110	3.00

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
3856	08/13	08/15/2013	1540	61158-07311	DMV SERVICES STATE OF OREGON	Driving Records	2140562110	1.50
3856	08/13	08/15/2013	1540	61158-07311	DMV SERVICES STATE OF OREGON	Driving Records	5140562110	3.00
Total 3856: 7.50								
3857	08/13	08/15/2013	6834	080813	Estate of Butch Houck	Refund Credit Balance	9911033	14.27
Total 3857: 14.27								
3858	08/13	08/15/2013	1760	ORHOD3353	FASTENAL	Gloves/eyewear	2140562560	41.09
3858	08/13	08/15/2013	1760	ORHOD3353	FASTENAL	Gloves/eyewear	3140562560	41.09
Total 3858: 82.18								
3859	08/13	08/15/2013	2020	1208626	GENERAL PACIFIC INC.	Underground Wire	5140563670	530.00
3859	08/13	08/15/2013	2020	1208626	GENERAL PACIFIC INC.	Underground Wire	5140563670	530.00
Total 3859: 1,060.00								
3860	08/13	08/15/2013	2180	9187130282	GRAINGER	Supplies	0540562350	221.48
3860	08/13	08/15/2013	2180	9188196555	GRAINGER	Flagging dispenser	0540562350	37.02
3860	08/13	08/15/2013	2180	9190874918	GRAINGER	Safety Glasses	0540562351	33.55
3860	08/13	08/15/2013	2180	9191238782	GRAINGER	Supplies	0540562350	245.45
3860	08/13	08/15/2013	2180	9191238790	GRAINGER	Tape/glasses	0540562351	118.39
3860	08/13	08/15/2013	2180	9191411256	GRAINGER	Flagging dispenser	0540562350	12.34
3860	08/13	08/15/2013	2180	9193757847	GRAINGER	Supplies	0540562440	224.33
Total 3860: 892.56								
3861	08/13	08/15/2013	2310	2927779-00	HD Supply Power Solutions	Fuse Link	5140562770	210.00
Total 3861: 210.00								
3862	08/13	08/15/2013	6847	0812684-IN	Heiman Fire Equipment	Pail	0540562350	548.68
3862	08/13	08/15/2013	6847	0812684-IN	Heiman Fire Equipment	Fire Hose	0540563010	1,204.75
3862	08/13	08/15/2013	6847	0812841-IN	Heiman Fire Equipment	Clip/Liner	0540562350	17.50
3862	08/13	08/15/2013	6847	0812841-IN	Heiman Fire Equipment	Liner	0540563010	469.90
3862	08/13	08/15/2013	6847	0813127-IN	Heiman Fire Equipment	Minding Pulley	0540562350	188.85

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
<b>Total 3862:</b>								
3863	08/13	08/15/2013	2420	6897	HOOD RIVER CO. - FINANCE	July Deputy Service	0141962250	7,261.00
<b>Total 3863:</b>								
3864	08/13	08/15/2013	2680	071913	HUPP JR., TRACY N.	Reimburse Mileage	5140562020	50.85
3864	08/13	08/15/2013	2680	073013	HUPP JR., TRACY N.	Reimburse Mileage	5140562020	29.95
<b>Total 3864:</b>								
3865	08/13	08/15/2013	3160	081513	MARIANNE BUMP/PETTY CASH	Reimburse Petty Cash	0140462520	10.94
3865	08/13	08/15/2013	3160	081513	MARIANNE BUMP/PETTY CASH	Reimburse Petty Cash	0140462540	51.98
3865	08/13	08/15/2013	3160	081513	MARIANNE BUMP/PETTY CASH	Reimburse Petty Cash	0840562055	13.24
<b>Total 3865:</b>								
3866	08/13	08/15/2013	3380	KPDJ 7/13	Meredith Corporation	197 Subs	4140562740	59.10
3866	08/13	08/15/2013	3380	KPTV 7/13	Meredith Corporation	197 Subs	4140562740	147.75
<b>Total 3866:</b>								
3867	08/13	08/15/2013	3490	96-01-01 8/1	MID-COLUMBIA ECONOMIC	Loan 96-01-01	4640562711	1,227.36
3867	08/13	08/15/2013	3490	96-01-01 8/1	MID-COLUMBIA ECONOMIC	Loan 96-01-01	4640562712	291.32
3867	08/13	08/15/2013	3490	96-01-02 8/1	MID-COLUMBIA ECONOMIC	Loan 96-01-02	4640562711	992.61
3867	08/13	08/15/2013	3490	96-01-02 8/1	MID-COLUMBIA ECONOMIC	Loan 96-01-02	4640562712	272.95
<b>Total 3867:</b>								
3868	08/13	08/15/2013	3770	22-201307	NET ASSETS	Title Search	0140162110	6.00
3868	08/13	08/15/2013	3770	22-201307	NET ASSETS	Title Search	2142162110	1.00
3868	08/13	08/15/2013	3770	22-201307	NET ASSETS	Title Search	3142162110	2.00
3868	08/13	08/15/2013	3770	22-201307	NET ASSETS	Title Search	5142162110	12.00
<b>Total 3868:</b>								
3869	08/13	08/15/2013	3820	11870652	Norco, INC	Cylinder Rental	0540562351	37.20

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 3869:								37.20
3870	08/13	08/15/2013	3970	15437	OAWU	Dues for 481 hook ups FY 13-14	2140562030	214.68
Total 3870:								214.68
3871	08/13	08/15/2013	4070	3070327	ONE CALL CONCEPTS, INC.	Regular Tickets	5140562110	8.40
Total 3871:								8.40
3872	08/13	08/15/2013	4090	57239	OPERATIONS MANAGEMENT INTERN	September Services	3140562700	7,250.00
Total 3872:								7,250.00
3873	08/13	08/15/2013	4810	8927	PRINT IT	Consent Forms	0540562351	132.00
3873	08/13	08/15/2013	4810	8929	PRINT IT	Refusal Forms	0540562351	132.00
Total 3873:								264.00
3874	08/13	08/15/2013	6780	5027149472	Ricoh Americas Corporation	Copies	0140162110	11.00
3874	08/13	08/15/2013	6780	5027149472	Ricoh Americas Corporation	Copies	0542162110	1.00
3874	08/13	08/15/2013	6780	5027149472	Ricoh Americas Corporation	Copies	2142162110	3.00
3874	08/13	08/15/2013	6780	5027149472	Ricoh Americas Corporation	Copies	3142162110	3.00
3874	08/13	08/15/2013	6780	5027149472	Ricoh Americas Corporation	Copies	5142162110	23.95
Total 3874:								41.95
3875	08/13	08/15/2013	5040	213	ROCKRANCH ENTERPRISES	Contract PW Super	0140262080	13.40
3875	08/13	08/15/2013	5040	213	ROCKRANCH ENTERPRISES	Contract PW Super	0140462080	214.40
3875	08/13	08/15/2013	5040	213	ROCKRANCH ENTERPRISES	Contract PW Super	0340562080	375.20
3875	08/13	08/15/2013	5040	213	ROCKRANCH ENTERPRISES	Contract PW Super	2140562080	402.00
3875	08/13	08/15/2013	5040	213	ROCKRANCH ENTERPRISES	Contract PW Super	3140562080	335.00
Total 3875:								1,340.00
3876	08/13	08/15/2013	5160	71311	SAWTOOTH TECHNOLOGIES, LLC	Internet Service	4140662050	802.00
Total 3876:								802.00

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
3877	08/13	08/15/2013	6829	080613	Scenic Auto Body	Repair Driver's Door	2140562441	150.00
Total 3877: 150.00								
3878	08/13	08/15/2013	5190	170448	SEA WESTERN	Light	0540562441	133.99
Total 3878: 133.99								
3879	08/13	08/15/2013	5460	073113	Sosnkowski & Cleaveland P.C.	Attorney Fees	0140162100	292.50
3879	08/13	08/15/2013	5460	073113	Sosnkowski & Cleaveland P.C.		0140262100	72.50
3879	08/13	08/15/2013	5460	073113	Sosnkowski & Cleaveland P.C.		0542162100	15.00
3879	08/13	08/15/2013	5460	073113	Sosnkowski & Cleaveland P.C.		2142162100	117.50
3879	08/13	08/15/2013	5460	073113	Sosnkowski & Cleaveland P.C.		3142162100	193.75
3879	08/13	08/15/2013	5460	073113	Sosnkowski & Cleaveland P.C.		5142162100	558.75
Total 3879: 1,250.00								
3880	08/13	08/15/2013	5510	8026437515	STAPLES CONTRACT & COMMERCIA	Office Supplies	0140162010	13.92
3880	08/13	08/15/2013	5510	8026437515	STAPLES CONTRACT & COMMERCIA	Office Supplies	0140262010	1.37
3880	08/13	08/15/2013	5510	8026437515	STAPLES CONTRACT & COMMERCIA	FD Supplies	0540562010	88.28
3880	08/13	08/15/2013	5510	8026437515	STAPLES CONTRACT & COMMERCIA	Office Supplies	0542162010	.37
3880	08/13	08/15/2013	5510	8026437515	STAPLES CONTRACT & COMMERCIA	Office Supplies	2142162010	6.93
3880	08/13	08/15/2013	5510	8026437515	STAPLES CONTRACT & COMMERCIA	Office Supplies	3142162010	6.87
3880	08/13	08/15/2013	5510	8026437515	STAPLES CONTRACT & COMMERCIA	Office Supplies	5142162010	30.30
Total 3880: 148.04								
3881	08/13	08/15/2013	5720	13-308	Tenneson Engineering Corp	Regulator Street Engineering	0340562091	1,436.00
3881	08/13	08/15/2013	5720	13-308	Tenneson Engineering Corp	Regulator Street Engineering	0740562130	5,078.00
3881	08/13	08/15/2013	5720	13-308	Tenneson Engineering Corp	Regulator Street Engineering	2140562091	1,436.00
Total 3881: 7,950.00								
3882	08/13	08/15/2013	6070	855866	TWGW, INC NAPA AUTO PARTS	Alternator	0140462441	20.52
3882	08/13	08/15/2013	6070	855866	TWGW, INC NAPA AUTO PARTS	Alternator	0340562441	20.53
3882	08/13	08/15/2013	6070	855866	TWGW, INC NAPA AUTO PARTS	Alternator	2140562441	20.52
3882	08/13	08/15/2013	6070	855866	TWGW, INC NAPA AUTO PARTS	Alternator	3140562441	20.52
3882	08/13	08/15/2013	6070	857207	TWGW, INC NAPA AUTO PARTS	Battery	0140462441	72.48
3882	08/13	08/15/2013	6070	857207	TWGW, INC NAPA AUTO PARTS	Battery	0340562441	72.48
3882	08/13	08/15/2013	6070	857207	TWGW, INC NAPA AUTO PARTS	Battery	3140562441	72.48

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
3882	08/13	08/15/2013	6070	857353	TWGW, INC NAPA AUTO PARTS	Gas Cap	2140562441	7.87
Total 3882:								307.40
3883	08/13	08/15/2013	6350	0237220-IN	WAGNER-SMITH EQUIPMENT	Cable Cutter	5140563700	118.26
3883	08/13	08/15/2013	6350	0237220-IN	WAGNER-SMITH EQUIPMENT	Cable Cutter	5140663700	118.25
Total 3883:								236.51
3884	08/13	08/15/2013	6730	720131980	ZCORUM INC.	Internet	4140662730	873.50
Total 3884:								873.50
8151301	08/13	08/15/2013	3650	13070252	NATIONAL CABLE TELEVISION COOP.	Programming	4140562740	4,017.88 M
Total 8151301:								4,017.88
Grand Totals:								50,343.75

## Mayoral Proclamation

### ***“September is Trails Month in Cascade Locks”***

**WHEREAS** Cascade Locks is the “heart of the Columbia Gorge”; and

**WHEREAS** the City of Cascade Locks has recently adopted the award winning “Connect Cascade Locks 2012 Trails Plan” developed by PSU students in connection with trail and city enthusiasts; and

**WHEREAS** the City Council recognizes the healthy benefits that hiking and biking can engender; and

**WHEREAS** tourism is a major industry in Oregon with huge potential in Cascade Locks; and

**WHEREAS** the Pacific Crest Trail begins its southward Oregon journey in Cascade Locks; and

**WHEREAS** the Pacific Crest Trail Celebration will be held September 7 and 8; and

**WHEREAS** the Columbia River Gorge Historic Highway and hiking and biking route includes WaNaPa Street running through the heart of the City; and

**WHEREAS** the Night Ride – Dimwits with Bright Lights will be held every Saturday in September; and

**WHEREAS** the Grand Opening Celebration of the Troutdale to Cascade Locks section of the Historic Highway is scheduled for September 14 and 15 in downtown Cascade Locks;

**WHEREAS** the Cascade to Crest Ride will be held September 15;

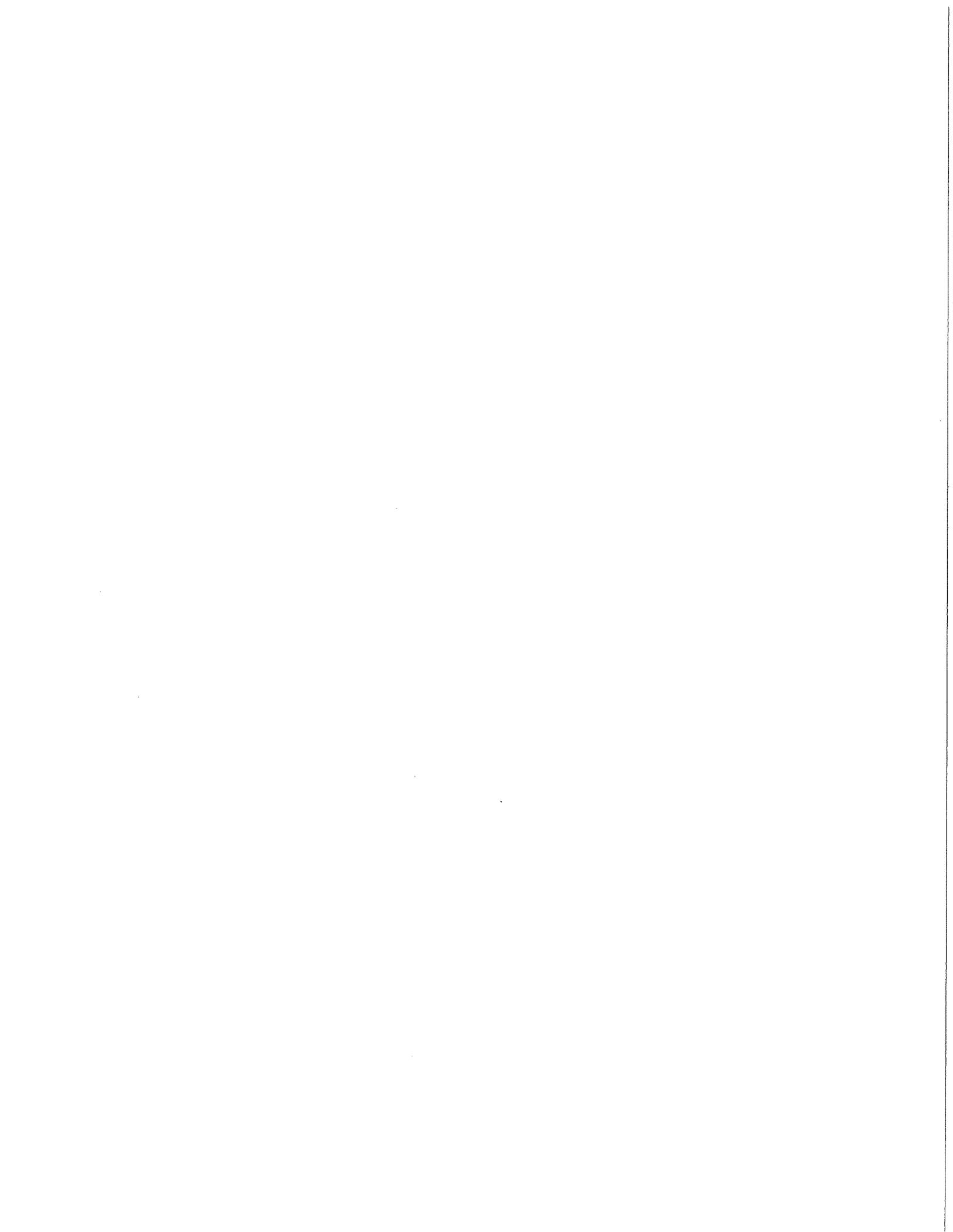
Now, therefore I, Tom Cramblett, the honorable Mayor of Cascade Locks, do hereby declare

### ***“September is Trails Month in Cascade Locks!”***

Signed on the 26<sup>th</sup> day of August, 2013.

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Mayor Tom Cramblett



**CASCADE LOCKS STAFF REPORT**

Date Prepared: August 20, 2013

For City Council Meeting on: August 26, 2013

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator 

SUBJECT: EMS Funding Discussion

SYNOPSIS: A copy of the 2013-14 EMS Budget is attached for your review.

The "Transfer from Other Funds – General" is the 2% of the utility sales that have been approved for transfer from the General Fund to the EMS to support that department. We transferred \$46,479 in 2011-12 and \$43,100 in 2012-13. This transfer is due to sunset June 30, 2014.

"Property Taxes" transferred from the General Fund for the past three years include: \$76,770, \$77,179, and \$76,020. \$77,700 is budgeted for this year.

The Multnomah County Contract continues at \$20,000, but the impact of responding to calls in the Multnomah Falls area is huge. The following chart illustrates a number of important points.

Calendar Year	Amount Collected	Number of Calls	<u>Multnomah County</u>		Average Bill	Estimated Revenue	Percent	
			# of Bills	Percent				
2013	\$ 48,678	57	17	30%	\$ 2,173	\$ 36,933	76%	6 months
2012	54,959	74	24	32%	1,830	\$ 43,909	80%	
2011	90,014	61	24	39%	1,214	\$ 29,136	32%	
2010	55,889	100	24	24%	1,204	\$ 28,887	52%	
2009	88,359	92	45	49%	1,126	\$ 50,657	57%	
Average	\$ 67,580	77	27	35%	\$ 1,509	\$ 37,905	59%	

During the past 4½ years, while our call volume has declined, the average amount billed (and collected) in Multnomah County has increased. We collected nearly 100% of the billed amount because we are responding to motor vehicle accidents whose insurance carriers generally pay 100% of the amount billed very quickly. So far in 2013, 30% of our calls have been on the freeway and that 30% has generated 76% of the funds received for EMS services. It does not include the \$20,000 that Multnomah County pays to have us respond.

2011 was not a good year. While 39% of the calls were into Multnomah County only generated 32% of the calendar year income, that was the year that the department seemed to be in turmoil. Billings were not handled correctly. But with the information being on the upward trend, our current staff is doing an excellent job of handling calls and billing processes to the point that, if billings remain constant, we could generate \$74,000 per year just from Multnomah County calls alone. We budgeted \$77,143 in EMS Services for the year. If this trend continues, then we may have the potential to collect more than the transfer from the General Fund has generated.

The City could put a measure on the November Ballot, but the deadline to submit a measure is September 5, before we have another Council meeting. The primary general election will be held May 20, 2014. The deadline for that ballot is March 20. Ballot measures could include:

- The "Fire Suppression Fee" or "Fire Support Fee" at some level.
- An operating levy based on property tax.
- A bond measure to fund equipment at some level.

The current 2% utility fee transfer could also be continued by Council resolution.

Any, or all, of these ideas could be possible.

2010-11	2011-12	2012-13	Account	2013-14	2013-14	2013-14
Actual	Actual	Budget	Number	Proposed	Approved	Adopted

EMERGENCY SERVICES

REVENUES

(32,129)	(45,796)	12,000	05-305-40010		55,000	55,000	55,000
76,770	77,179	76,020	05-305-43100		77,700	77,700	77,700
8,009	8,870	53,908	05-305-43200		9,000	-	-
170,173	75,472	80,000	05-305-43201		128,571	77,143	77,143
1,313	1,470	1,300	05-305-43202		1,000	1,000	1,000
1,050	522	500	05-305-43203		500	500	500
20,000	16,667	20,000	05-305-43204		20,000	20,000	20,000
-	-	-	05-305-43205		(74,571)	-	-
25	75	100	05-305-43250		75	75	75
645	-	-	05-305-43253		-	-	-
-	-	-	05-305-43600		75	75	75
4,240	4,255	2,000	05-305-43800		1,500	1,500	1,500
-	46,479	42,781	05-305-43910		42,300	42,300	42,300
250,095	185,194	288,609			261,150	275,293	275,293

EXPENSES - PERSONAL SERVICES

53,736	0	118,189	05-405-61033	STATION CAPTAIN		38,003	38,003
6,686	-	-	05-405-61034	FIRE FIGHTER/PARAMEDIC		44,000	44,000
8,267	-	-	05-405-61035	FIRE CHIEF	40,836	-	-
5,454	1,317	-	05-405-61036	OTHER FIRE EMPLOYEE	32,234	-	-
4,908	689	1,600	05-405-61050	FICA	-	-	-
-	-	-	05-405-61060	WORKER'S COMP	5,590	6,275	6,275
7,801	57	-	05-405-61065	WORKER'S BENEFIT FUND	6,637	7,197	7,197
11,882	3,133	220	05-405-61070	HEALTH INSURANCE	69	69	69
326	17	-	05-405-61080	PERS (PENSION)	15,187	15,187	15,187
99,062	5,213	-	05-405-61090	UNEMPLOYMENT	18,238	20,472	20,472
					1,023	1,149	1,149
					119,814	132,352	132,352



2010-11 Actual	2011-12 Actual	2012-13 Budget	Account Number	2013-14 Proposed	2013-14 Approved	2013-14 Adopted
1,818	1,818	2,500	05-405-62443	2,443	2,443	2,443
-	-	-	05-405-62444	-	-	-
5,119	1,874	2,000	05-405-62446	2,000	2,000	2,000
814	735	1,000	05-405-62448	1,000	1,000	1,000
902	-	-	05-405-62449	-	-	-
72,779	24,281	-	05-405-62680	100	100	100
-	-	-	05-405-62860	1,000	1,000	1,000
170,356	131,635	93,203		86,082	86,082	86,082
<b>EXPENSE - CAPITAL OUTLAY</b>						
-	-	-	05-405-63010	2,000	2,000	-
800	-	-	05-405-63020	3,000	3,000	2,000
1,329	-	-	05-405-63025	1,000	1,000	3,000
2,424	-	-	05-405-63030	2,500	2,500	1,000
-	-	2,430	05-405-63040	-	-	2,500
-	-	-	05-405-63046	3,200	3,200	3,200
1,682	-	1,330	05-405-63047	2,500	2,500	2,500
-	-	-	05-405-63946	1,500	1,500	1,500
6,235	-	3,760		15,700	15,700	15,700
<b>INTERFUND TRANSFERS</b>						
-	46,479	-	05-405-64009	-	-	-
-	2,459	2,460	05-405-64015	2,460	2,460	2,460
-	-	57,000	05-405-64017	-	-	-
6,598	-	-	05-405-64060	-	-	-
6,598	48,938	59,460		2,460	2,460	2,460
<b>CONTINGENCY</b>						
-	-	-	05-405-65010	23,160	24,203	24,203
-	-	-		23,160	24,203	24,203

2010-11 Actual	2011-12 Actual	2012-13 Budget	Account Number	2013-14 Proposed	2013-14 Approved	2013-14 Adopted
<b>EMS ADMINISTRATION</b>						
4,504	104	1,750	05-421-61010	3,225	3,151	3,151
167	-	-	05-421-61015	-	-	-
2,066	2,137	2,169	05-421-61020	2,220	2,169	2,169
1,767	1,870	1,831	05-421-61031	1,875	1,831	1,831
536	550	567	05-421-61033	580	567	567
725	361	510	05-421-61050	623	610	610
916	15	35	05-421-61060	34	34	34
-	2	5	05-421-61065	6	6	6
1,025	916	1,300	05-421-61070	2,076	2,076	2,076
713	775	1,130	05-421-61080	1,783	1,743	1,743
13	5	55	05-421-61090	114	112	112
315	361	247	05-421-61155	240	240	240
12,747	7,096	9,599		12,776	12,539	12,539
26	17	48	05-421-62010	48	48	48
194	67	83	05-421-62055	142	142	142
246	253	247	05-421-62080	465	465	465
-	2,822	1,692	05-421-62093	-	-	-
356	187	240	05-421-62100	207	207	207
72	67	268	05-421-62110	296	296	296
-	-	-	05-421-62200	-	799	799
894	3,413	2,578		1,158	1,957	1,957
250,095	185,194	288,609		261,150	275,293	275,293
295,891	196,295	288,609		261,150	275,293	275,293
(45,796)	(11,101)	-		-	-	-
<b>TOTAL NET - EMS FUND</b>						

AGENDA ITEM NO: 7.e.

## CASCADE LOCKS STAFF REPORT

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Date Prepared: August 20, 2013

For City Council Meeting on: August 26, 2013

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator 

SUBJECT: Power Rate Discussion

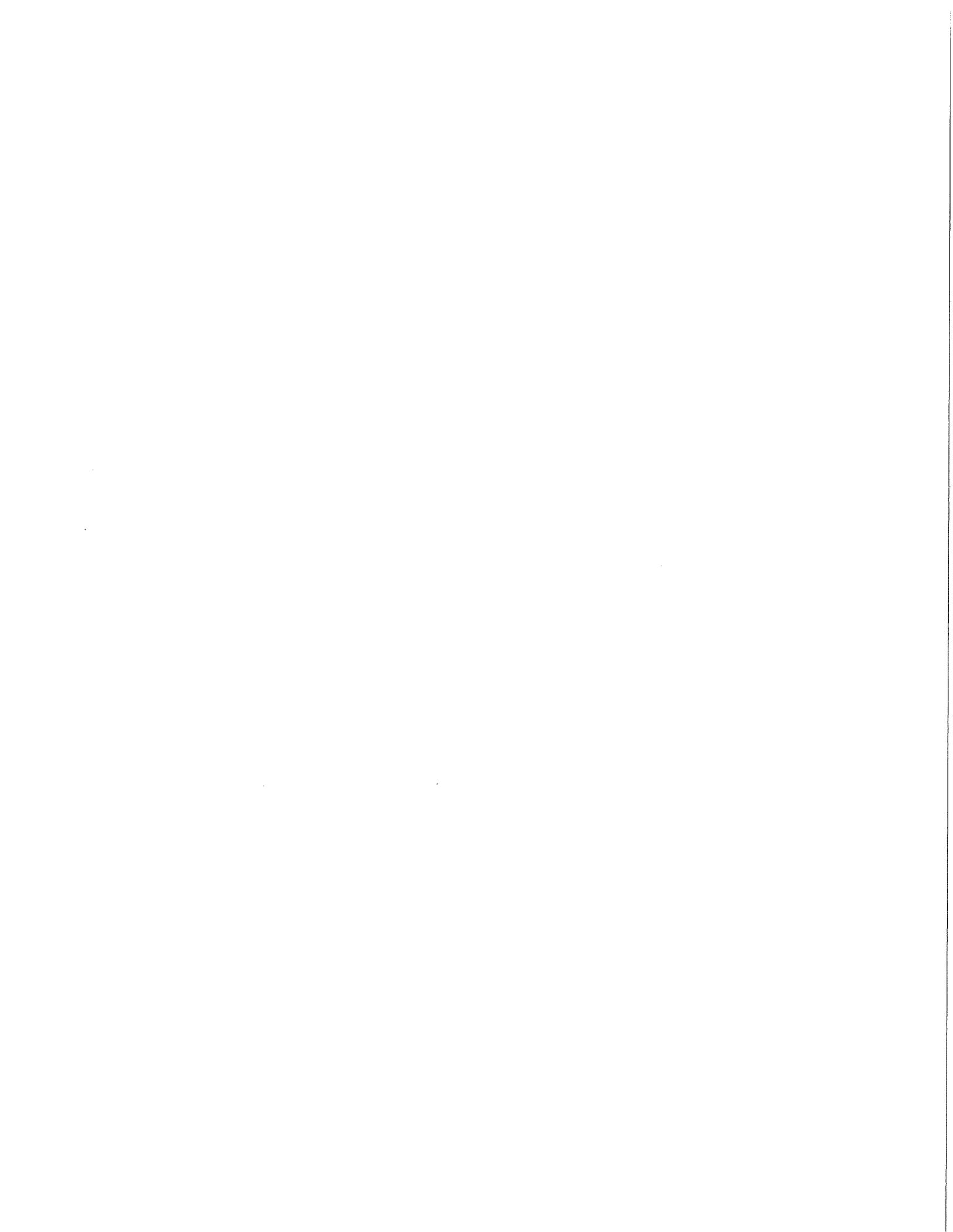
**SYNOPSIS:** A spreadsheet is attached showing the impact of the October 2013 BPA increase on the 2013-14 budget. The 9% increase in power cost and 11% increase in transmission cost causes our costs to increase 2.6% this fiscal year. A 2.6% increase allows us only to tread water. We would be unable to build back our reserves.

Since 2006 the BPA has increased power costs 4.3%. To break even on the costs since 2006, we would need to increase rates 6.9%. Such an increase would cause a residential home owner who uses 2000 kwh for the month would see their bill increase \$10.44.

There is some confusion about BPA Tier 2 rates. They are published at \$35.58 per megawatt now and will be at \$41.62 October 1 for a two year period. The information we have is that should we purchase power above 2.68 megawatt, we would be forced into the Tier 2 rates. Nestle alone at full build out would use 3.8 megawatts, all of which would be billed at Tier 2 rates. Per our BPA contract, the cost of Tier 2 power would be somewhere around \$30 per megawatt. BKI, our electrical consultant, has an industrial rate of \$37.10 per megawatt (last line of the Current Rates box on the spreadsheet). The question still to be answered would be is that enough to generate a sufficient rate of return for the City to cover its costs. To that end Tracy and I are meeting with BKI on Aug. 27 or 28 to answer such questions.

The Council needs to set an industrial rate for power in September so potential industrial park developers can project there power costs. We need to include the power cost adjusting clause that has been developed by BKI that will allow us to absorb BPA costs adjustents both up and down into our rates.

For example, if a large water bottling plant and two other industrial users were to suddenly appear in the industrial park, because our total usage of 8.4 megawatts is well over our Tier 1 target of 2.68 megawatt, each residential users rate could increase by .0011% or \$.16 per month.



**City of Cascade Locks  
Electric Rates**

	City Light	Southbank	Total 2013-14 Budget	Total with BPA Increase	10/1/2013 9.0% 11.0%
Personnel Costs	306,644	288,802	595,446	595,446	
Material/Services Cost	257,941	94,180	352,121	352,121	
Purchased Power	552,000	95,000	647,000	690,624	
Transmission Costs	<u>110,000</u>	<u>20,500</u>	<u>130,500</u>	<u>141,266</u>	
Capital Outlay	919,941	209,680	1,129,621	1,184,011	
Interfund Transfers	39,400	29,600	69,000	69,000	
Administration	79,600	-	79,600	79,600	
Contingency	<u>1,703</u>	<u>-</u>	<u>1,703</u>	<u>1,703</u>	
	1,347,288	528,082	2,069,744	2,124,134	2.6%

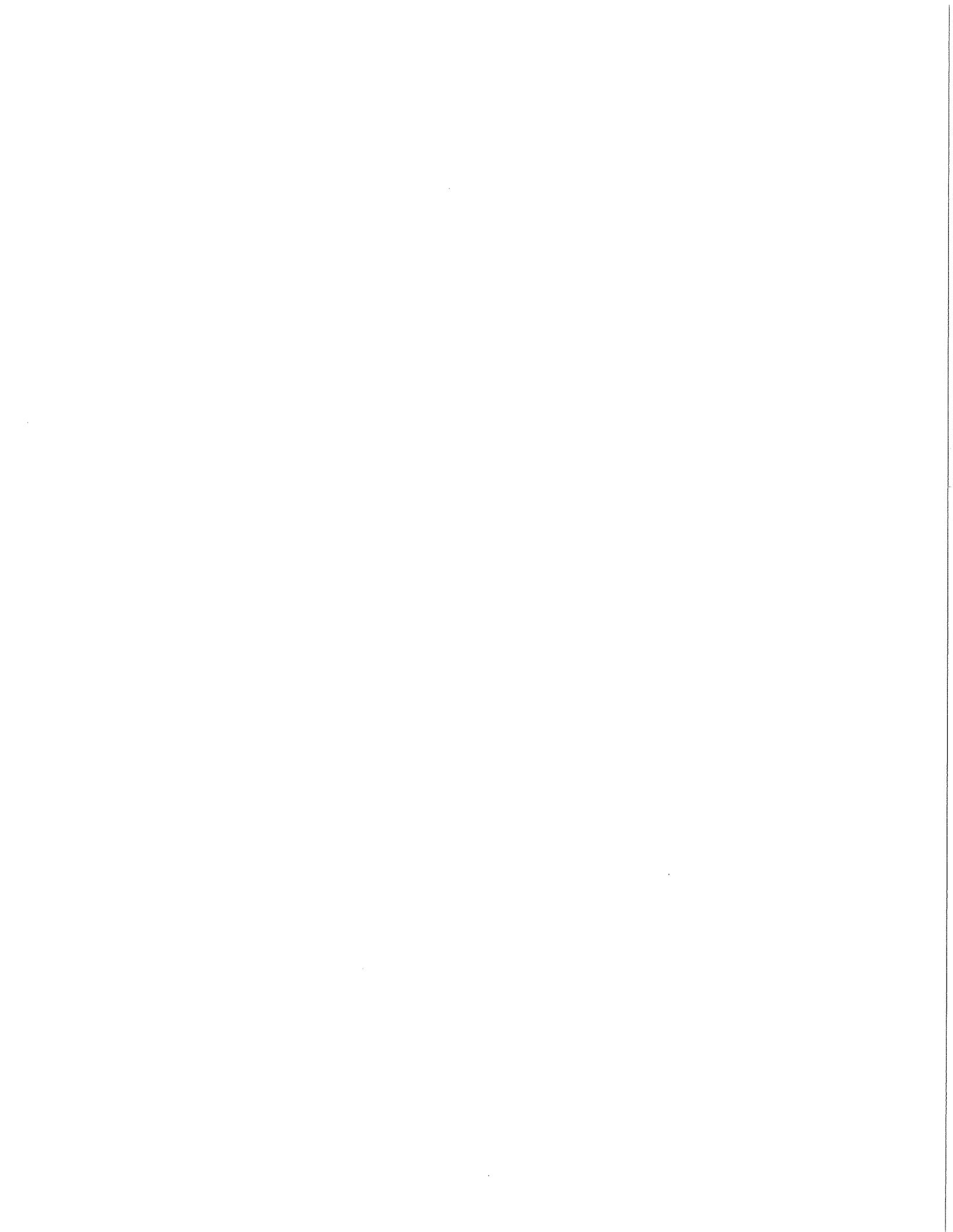
**Previous BPA Rate increases between 2006 and 2013 absorbed by the Electric Department:**

**4.3%**  
**6.9%**

**Current Rates:**

	2.6% Increase	4.3% Increase	6.9% Increase
Residential	\$ 0.0705 kwh	\$ 0.0724	\$ 0.0754
Residential/Rural General	\$ 0.0741 kwh	\$ 0.0760	\$ 0.0792
First 15,000 kwh	\$ 0.0655 kwh	\$ 0.0672	\$ 0.0700
After 15,000 kwh	\$ 0.0380 kwh	\$ 0.0396	\$ 0.0406
Public Agency			
First 15,000 kwh	\$ 0.0715 kwh	\$ 0.0734	\$ 0.0764
After 15,000 kwh	\$ 0.0495 kwh	\$ 0.0508	\$ 0.0529
Industrial			\$ 0.3710

Average Bill (Electric Consumption):	\$ 141.00	\$ 144.71	\$ 147.05	\$ 150.75
Basic Customer Service:	\$ 9.90	\$ 10.16	\$ 10.32	\$ 10.58
Incremental Cost:	\$ 150.90	\$ 154.87	\$ 157.37	\$ 161.34
		\$ 3.97	\$ 6.47	\$ 10.44



MATTHEW T. ENGLISH  
SHERIFF

BRIAN ROCKETT  
CHIEF DEPUTY



MARITA HADDAN  
911 COMMANDER

TERRY L. BRIGHT  
CHIEF CIVIL DEPUTY

JERRY KEITH  
EXECUTIVE ASSISTANT

## CASCADE LOCKS MONTHLY REPORT

July 2013

1. **TOTAL CALLS FOR SERVICE: 186** (Includes follow-ups, Officer initiated, agency assist, ect.)
2. **TOTAL PRIORITY CALLS: 14**
3. **TOTAL CRIMES/CALLS AGAINST FAMILIES: 7**
4. **TOTAL CASE NUMBERS ISSUED: 21**
5. **TRAFFIC STOPS: 43**
6. **TOTAL ANIMAL CONTROL CALLS/CITATIONS: 3**

Additional Investigative Support: Sgt.Flem, Deputy Larson, Det. N. Princehouse, Det. R. Princehouse, Deputy Anderson, Deputy Cozad, Sgt.Castaneda, and Deputy Stefanini. Case numbers include: S130504, S130506, S130514, S130515, S130518, S130523, S130542, S130546, S130550, S130556, S130557, S130565, S130576, S130580, S130581, S130589, S130590, S130618, S130624, S130626 and S130630.

Deputy Harvey worked 112.43 hours within the City of Cascade Locks. Hood River County Sheriff's Office Personnel worked an additional 88.14 hours within the City of Cascade Locks, (Chief Deputy Rockett, Sheriff English, Deputy Carmody, Deputy Anderson, Det.R. Princehouse, Reserve Deputy Renault, Deputy Paulsen, Deputy Cozad, Deputy Stefanini, Deputy Smith, Deputy Guertin, Reserve Deputy Dillenbeck, Deputy Larson, Sgt. Flem, Det. N. Princehouse, Sgt.Castaneda and Reserve Deputy Stewart.

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

Brian Rockett  
Chief Deputy

