CITY of CASCADE LOCKS
AGENDA

CITY COUNCIL MEETING, Monday, June 10, 2019, 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.**
   HAPPY 84th BIRTHDAY (June 11, 1935) 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 13, 2019 City Council Minutes.**
   b. **Approve 2019-2020 Contract (Amendment #13) with Jacobs For Operation of Wastewater Treatment Plant for $97,035.**
   c. **Approve Renewal of Property. Liability, and Workers Compensation Insurance.**
   d. **Approve CGRA Grant Request Payment from Tourism Committee.**
   e. **Ratification of the Bills in the Amount of $285,252.87.**

4. **Public Hearing: State Revenue Sharing.**

5. **Action Items:**
   a. **Appointment to Committees.**
   b. **Approve Gorge Hubs Notice to Proceed.**
   c. **Approve Resolution No. 1416 Authorizing the Issuance of a Wastewater Revenue Bond.**
   d. **Approve Resolution No. 1417 Declaring the City's Election to Receive State Revenues.**
   e. **Adopt Resolution No. 1418 Approving Municipal Corporate Budget for FY 2019-2020, making appropriations, authorizing expenditures and levying taxes.**
   f. **Approve Participation in Movies in the Park Equipment Purchase.**
   g. **Recommendations from the Joint Work Group for Economic Development.**
      1) **Approve Multifaceted Economic Development Strategy.**
      2) **Approve Concept Paper Regarding the Efficiency and Effectiveness of JWGED.**
      3) **Approve Job Description of JWGED.**
      4) **Approve Establishment of Community Development Sub-Committee of JWGED.**
      5) **Approve Appointment to JWGED Citizen Position.**
      6) **Approve Drug Free Community Partnership with Hood River County.**

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: None.**
   b. **Port of Cascade Locks Presentation: Paul Koch and Olga Kaganova.**
   c. **City Administrator Zimmerman Report.**

8. **Mayor and City Council Comments.**

9. **Other matters.**

10. **Executive Session as may be required under ORS 192.660 (2) (h) Legal Counsel.**

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.

Minutes
City Council
May 13, 2019

1. **Call to Order/Pledge of Allegiance/Roll Call.** Mayor Cramblett called the meeting to order at 7PM. Present were CM's Julie Caldwell-Wagner, Glenda Groves, Bruce Fitzpatrick (via phone), Sara Patrick, Richard Randall and Bobby Walker. Also present were CA Gordon Zimmerman, City Attorney Rueben Cleveland, Camera Operator Marianne Bump, Deputy Recorder Marilyn Place, CIS Representative Jon Stouffer, Ed Hodges from Curran McLeod Engineers, Hood River Garbage Manager Jim Winterbottom, Superintendent for Skamania Emergency Services Ann Lueders, Brenda Wood, Butch Miller, Bernadette Murray, Steve Anderson, Debbie Fine and Cindilee Baseman.

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

3. **Adoption of Consent Agenda.**
   a. **Approval of April 22, 2019 City Council Minutes.**
   b. **Ratification of the Bills in the Amount of $216,162.00. Motion:** CM Walker moved to approve the Consent Agenda, seconded by CM Groves. The motion passed unanimously by CM's Caldwell-Wagner, Groves, Fitzpatrick, Patrick, Randall, Walker and Mayor Cramblett.

4. **Public Hearing:** None.

5. **Action Items:**
   a. **Appointment to Committees.** CA Zimmerman said the City received an application for the Tourism Committee from Sally Drew. Mayor Cramblett appointed Ms. Drew to Tourism Committee. There was consensus of Council for the appointment.
   b. **Approve Res. No. 1415 Authorizing Recycling Surcharge.** Mr. Winterbottom said the last time he appeared before Council he communicated the guidelines for the new recycling procedures and the need for a surcharge to Hood River County residents. He said the surcharge was to mitigate the costs of transporting the co-mingle recyclables to a third party depot because China is no longer accepting recyclables from the U.S. He said it was important that all three jurisdictions agree to the surcharge. **Motion:** CM Patrick moved to approve Res. **No. 1415**, CM Groves seconded. The motion passed unanimously by CM's Caldwell-Wagner, Groves, Fitzpatrick, Patrick, Randall, Walker and Mayor Cramblett.
   c. **Approve Gorge Hubs Notice to Proceed.** Mr. Ed Hodges from Curran McLeod Engineers said he has been working on the Gorge Hubs project since late 2016. He said the original costs for the project was estimated at $300,000 and later increased to $357,000. He said in late 2018 it became clear, when looking at the *real* numbers for the project, the estimate is going to be higher than what was originally thought. He said the increase will be approximately $64,000. He said the increase brings the project estimate to $420,988.52. Mr. Hodges said the increase is due to the scope changes as the design was finalized because the style must coincide with the standards for the Columbia Gorge Highway. He said another factor is the escalated cost climate for construction.

   CA Zimmerman said cutting back the project to fit a lower budget jeopardizes the funds we are receiving from Oregon Parks and Recreation for it. He said we have City funds we can use to make up the difference. He said also, the USDA has a program for community facilities which will grant money but the project has to be clarified a community facility and not a park project. He said the contractor agreed to give us 30 days to source more funding for it. There was consensus of Council to give CA Zimmerman 30 additional days to locate more funding and revisit the issue at the next meeting in June, 2019.

d. Approve Intergovernmental Agreement With Skamania County Hospital District. CA Zimmerman said the Skamania County Hospital District asked the City of Cascade Locks to update the Mutual Aid Agreement it has with Skamania EMS. He said City Attorney Mr. Rueben Cleveland reviewed it and had some recommendations. **Motion:** CM Randall moved to approve the agreement, seconded by CM Groves.

CM Walker asked what recommendations the Attorney had for the agreement. Mr. Cleveland said he didn't like the statement "Should either agency be called to respond to an incident due to resource placement, staffing levels or other items that are incompliant with the licensing and response requirements demanded by the State of Oregon…" Mr. Cleveland said he didn't think that Skamania Hospital District should make that decision and it's not stated how that could be resolved. He said his other issue was the statement "It's not the intent of either party to provide primary service or address excessive aid needs due to inconsistent resource placement, willful understaffing or other items or issues under the control of the requesting agency." Mr. Cleveland asked who would determine "willful understaffing" on the part of the City. He said although he recommends the City go forth with the agreement those two issues put him on the fence regarding it.

The Superintendent with Skamania County EMS Ann Lueders said she'd be happy to answer any questions. CM Walker asked if Skamania County EMS was having trouble recouping funds for the calls they responded to in Cascade Locks. Ms. Lueders said when Cascade Locks does not have the required staffing available and Skamania EMS responds they do bill the residents if they are transported. She said the cost to transport a patient is $2600 and they're lucky if they recoup $700. She said in rural communities where emergency services are not funded appropriately it puts a financial burden on the communities that provide those services outside their district. She said Skamania County relies on Cascade Locks far less than Cascade Locks relies on Skamania County. She said there are many times that Cascade Locks is not adequately staffed and therefore not in compliance with the state.

Mr. Cleveland said that's why he takes issue with this agreement because he doesn't believe it's a Washington district that should be making the call he thinks it should be Cascade Locks that's assessing the level of compliance regarding staffing.

CA Zimmerman says the City knows it's understaffed but we don't immediately have the funds to fully staff a fire department. He said if we can't meet the requirements for staffing we're going to call our mutual aid partners because we're not going to leave our citizens uncovered. He said Council has increased the budget to fund the fire department and eventually the City will be able to support a fully staffed fire department but it won't be immediate. He said we need to have an agreement in place for the frame work for EMS coverage or we can't move forward.

The motion passed unanimously by CM's Caldwell-Wagner, Groves, Fitzpatrick, Patrick, Randall, Walker 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: Mr. Steve Anderson and Ms. Debbie Fine appeared on behalf of the Tourism Committee to find a better bus stop for the Columbia Gorge Express and Columbia Area Transit. Mr. Anderson said currently the bus stop is at the back of the Columbia Market. He said the committee would like to move the bus stop to the mall area in front of Justice Court for east bound and in front of the old Chinese restaurant for west bound.

Motion: CM Patrick moved to authorize moving the bus stop for a trial period from Memorial Day, 2019 to Labor Day 2019, CM Randall seconded. The motion passed unanimously by CM's Caldwell-Wagner, Groves, Fitzpatrick, Patrick, Randall, Walker and Mayor Cramblett.

b. City Administrator Zimmerman Report. CA Zimmerman said the budget passed and the budget hearing will be on June 10, 2019. He said the next Council meeting, May 22, 2019 will be canceled due to Memorial Day.

CA Zimmerman said a phone scam has been hitting some of the residents in town. He said the caller identifies themselves as "Pacific Power" and they state they are going to be shutting down the power service to your home and ask for your personal information. He said if you call the number back you get a recording saying it is the City of Cascade Locks, which is *not* true. He advised Council to spread the word.

CA Zimmerman said all 95 fire hydrants have been tested in town and four are not in working order. He said the four non-working hydrants will be repaired.

CA Zimmerman said Emmy Ray Thompson has asked the City to help support the Ice Cream and Squirt Gun event she puts on for the kids in town. **Motion:** CM Groves moved to reimburse Emmy Ray Thompson up to $150 for the kid's ice cream party, seconded by CM Walker. The motion passed unanimously by CM's Caldwell-Wagner, Groves, Fitzpatrick, Patrick, Randall, Walker and Mayor Cramblett.

CA Zimmerman said he received a notice that the Mutual Agreement and Order (MAO) the City has with DEQ expired while we were waiting for the funding for the Wastewater Treatment Facility to come through. He said DEQ was aware of our progress on this project but he did not formally request an extension until April 4, 2019. He said because of that, they are fining the City $500 a month for the eight months before the extension was filed for a total of $4000. He said we will appeal this penalty.

8. Mayor and City Council Comments. CM Fitzpatrick said he appreciated Ms. Lueders from Skamania EMS coming to the meeting and explaining the need for the Intergovernmental Agreement with Skamania Hospital District. He said he was glad all the fire hydrants were tested and the ones that aren't working will be getting repaired.

CM Caldwell-Wagner said she wants to scale back on the Gorge Hubs project because we need to stop spending so much money. She was glad the Council added money to the amount Emmy Ray Thompson requested for the kid's ice cream party. She said she appreciated the hard work the Tourism Committee did on the bus stop update.

CM Patrick said she would hate to lose mutual aid with Skamania and hopes it works out. She said she thinks giving the new bus stop a try is a good idea and traffic has always been a problem in the summer. She said she thinks it's a great idea if the City wants to get involved with the Movies in the Park.

CM Randall said there are a lot of people in this region that don't fully understand the predicament the City is in trying to fund a fire department. He said he wants people to understand we are doing everything we can to increase the EMS services. He wanted to thank the staff for the hard work they did on the budget. He said there is rain in the forecast and the trails are unsafe even the ones that are open so be careful and take a buddy with you.

CM Groves said she wanted to thank the staff for the work on the budget. She said she appreciates the work Larry Goben is doing mowing and caring for the cemetery. She said Angela Coe Rainy Day Run was great and they will be sending more money to the charity than ever before.

Mayor Cramblett said a projector and equipment that was used for the Movies in the Park is for sale. He said it sounds like the City could acquire the projector and equipment inexpensively and he thinks the City should take a look at that. CA Zimmerman asked if Council would like him to negotiate that opportunity. There was consensus of Council to have Gordon look into purchasing the projection equipment.

Mayor Cramblett said he appreciated Mr. Cleveland's legal counsel on the Intergovernmental Agreement with Skamania Hospital District.

Mayor Cramblett said the staff has put in place a new system reminding them about maintenance, upkeep and inspection of the fire hydrants.

9. **Other matters**. None.

10. **Executive Session as may be required under ORS 192.660 (2) (h) Legal Counsel.** Mayor Cramblett moved the meeting from regular session into Executive Session at 9:16PM. Present were CM's Julie Caldwell-Wagner, Glenda Groves, Sara Patrick, Richard Randall and Bobby Walker. CM Bruce Fitzpatrick was present via phone. Also present were CA Gordon Zimmerman, Deputy Recorder Marilyn Place, CIS Representative Jon Stouffer and City Attorney Rueben Cleveland. Mayor Cramblett moved back into regular session at 10:00PM.

11. **Adjournment**. **Motion**: CM Groves moved to adjourn, seconded by CM Randall. The motion passed unanimously by CM Caldwell-Wagner, Groves, Fitzpatrick, Patrick, Randall, Walker and Mayor Cramblett. The meeting adjourned at 10:00PM.

Prepared by,
Deputy Recorder, Marilyn Place

APPROVED:

_____
Mayor Tom Cramblett

AGENDA ITEM NO: 3b

CASCADE LOCKS STAFF REPORT

Date Prepared: May 22, 2019

For City Council Meeting on: June 10, 2019

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve 2019-2020 Contract (Amendment #13) with Jacobs For Operation of Wastewater Treatment Plant for $97,035.

SYNOPSIS: The City has contracted with Jacobs Engineering, formerly OMI, formerly CH2M Hill, for the operation of our wastewater treatment plant since it was built in 1998. The proposal for the running of the plant is included with this staff report. The City has budgeted $100,000 for the operation of the plant during the next fiscal year. This amendment is for almost $3,000 less than budgeted.

As we work to improve the plant over the next three years, it is imperative that our engineering firm (Anderson Perry Associates) and Jacobs work closely in the design and operation of the "new" facility. Having a user's perspective involved in the design of the operation and maintenance of the plant can be vital input into our improvement project.

This is an annual routine request for the approval of the operating contract included in the 2019-2020 budget. Last year's contract was $95,229. This is a 1.9% increase.

This contract does not include the normal $4,000 in maintenance costs or the $25,000 previously approved previously for equipment replacement at the Marina Lift Station and in the Treatment Plant.

CITY COUNCIL OPTIONS: Accept or reject the contract amendment.

RECOMMENDED MOTION: "I move to approve Amendment #13 to the contract with Operations Management International, Inc. (OMI) for the Fiscal Year 2019-2020 in the amount of $97,035."

818 Riverside Drive
Hood River, OR 97031
Tel 541.386.2432
Fax 541.386.6236

May 21, 2019

Gordon Zimmerman
City Administrator
City of Cascade Locks
P.O. Box 308
Cascade Locks, OR 97014

RE: Contract Amendment #13 for Operations, Maintenance, and Management Services

Dear Mr. Zimmerman:

Attached are two copies of Amendment #13 to the Agreement for operations, maintenance and management of the City of Cascade Locks Wastewater Treatment Facility for the contract period July 1, 2019 through June 30, 2020.

Following review and approval please retain one signed copy and return one signed copy of the amendment to Project Manager Louie Hooks in Hood River. For your convenience a self-addressed stamped envelope has been provided.

We at JACOBS value our long-standing partnership with the City of Cascade Locks since 1984. If there are any questions or concerns, please feel free to contact me at 541.386.2432.

Respectfully,

Louie Hooks

Project Manager, JACOBS

c: File

ch2m

AMENDMENT NO. 13
to the
AGREEMENT FOR WASTEWATER FACILITIES
OPERATIONS, MAINTENANCE, AND MANAGEMENT SERVICES
for the
CITY OF CASCADE LOCKS, OREGON

This Amendment No. 13 (the "Amendment") to the Agreement for Wastewater Facilities Operations, Maintenance and Management Services for the City of Cascade Locks, Oregon, dated July 1, 2006 (the "Agreement") is made and entered into this ___day of _____, 2019 by and between the City of Cascade Locks, Oregon (hereinafter "Owner") and Operations Management International, Inc. (hereinafter "CH2M HILL OMI").

NOW THEREFORE, Owner and CH2M HILL OMI agree to amend the Agreement as follows:

1. Article 4.1 is hereby deleted in its entirety and is replaced with the following:

   "Owner shall pay to CH2M HILL OMI as total compensation for services performed under this Agreement a Base Fee of Ninety Seven Thousand Thirty Five Dollars ($97,035) for the contract year commencing on July 1, 2019 and ending June 30, 2020. Subsequent years' Base Fees shall be determined as hereinafter specified. Upon each contract year negotiation, CH2M HILL OMI shall continue to invoice Owner at the previous amount until the new contract price is agreed upon. Upon written notice agreement between the parties as to the new contract year base fee, CH2M HILL OMI shall issue an invoice retroactively adjusting the previous Base Fee amount."

This Amendment together with all previous Amendments and the Agreement constitute the entire agreement between the Parties and supersedes all prior oral and written understandings with respect to the subject matter set forth herein. Unless specifically stated all other terms and conditions of the Agreement shall remain in full force and effect. Neither this Amendment nor the Agreement may be modified except in writing signed by an authorized representative of the Parties.

The Parties, intending to be legally bound, indicate their approval of this Amendment by their signatures below.

OPERATIONS MANAGEMENT INTERNATIONAL, INC.

Authorized Signature:

Elliott Wheeler

Name: Elliott Wheeler
Title: Vice President
Date: 16 MAY 2019

CITY OF CASCADE LOCKS, OREGON

Authorized Signature:

_____

Name: Tom Cramblett
Title: Mayor
Date: _____

AGENDA ITEM NO 3C

STAFF REPORT

Date Prepared: 6/13/18

For City Council Meeting on: 6/10/19

TO: Honorable Mayor and City Council

PREPARED BY: Marianne Bump, Finance Officer

APPROVED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve the renewal of Property and Liability Insurance and Workers Compensation Insurance for fiscal year ending June 30, 2020.

SYNOPSIS: Each year the City is required to renew Property/Liability Insurance and Workers Compensation Insurance. CIS continues to provide excellent service and staff recommends we renew our insurance policy with this provider.

CITY COUNCIL OPTIONS:

1. Approve Insurance Renewal with CIS.
2. Establish other direction for staff to proceed
3. Take no action

RECOMMENDATION: The City Council, by motion, approve Property, Liability, and Workers Compensation Insurance renewal.

Legal Review and Opinion: N/A

Financial review and status: In the budget for FY 2019-2020 staff has budgeted for these expenses throughout the funds in the line item marked Insurance.

BACKGROUND INFORMATION:

1. Property/Liability Insurance and Workers Compensation renewal summary is attached.

Property and Liability Insurance Renewal Proposal

July 2019

"The Heart of the Columbia River Gorge"

CASCADE LOCKS

Steve Uerlings, CIC, ARM, CRM
President

Deidre Thede
Account Manager

BARKER UERLINGS INSURANCE

Corvallis Location
340 NW Fifth Street
Corvallis, OR 97330
541-757-1321
800-284-1321

Albany Location
321 1st Ave. E Suite 1B
Albany, OR 97321
541-248-3698
800-284-1321

May 21, 2019

As of 5/21/2019

CITY OF CASCADE LOCKS
PROPERTY INSURANCE RENEWAL ANALYSIS
FOR 7/1/2019 - 7/1/2020

COVERAGE	2018 - 2019 CIS	2019 - 2020 CIS
Property Including Equipment Breakdown	**$26,322**	**$27,087**
Buildings	$18,312,616	$19,671,556
Contents	$1,169,834	$1,216,627
Property in Open	$183,787	$191,139
Mobile Equipment	$815,540	$815,540
Deductible	$1,000	$1,000
Earthquake	**Included**	**Included**
Limit	$5,000,000	$5,000,000
Deductible	$25,000	$25,000
Excess Earthquake	**Not Purchased**	**Not Purchased**
Limit	$5,000,000	$5,000,000
Flood **(limits & deductibles vary by flood zone)**	**Included**	**Included**
Limit	$5,000,000	$5,000,000
Deductible	$25,000	$25,000
Excess Crime **(limits over $50,000 in Property Policy)**	**$512**	**$512**
Employee Dishonesty Limit	$100,000	$100,000
Faithful Performance of Duty	Included	Included
Forgery or Alteration	Included	Included
Inside Premises- Theft of Money & Securities	Included	Included
Inside Premises- Robbery, Safe Burglary	Included	Included
Outside Premises	Included	Included
Computer Fraud	Included	Included
Money Orders and Counterfeit Paper Currency	Included	Included
Funds Transfer Fraud	Included	Included
Impersonation Fraud Coverage	$250,000	$250,000
Deductible	$1,000	$1,000
Multi-Line Credit	($1,974)	($2,382)
TOTAL CIS PROPERTY	**$24,859**	**$25,217**

Total Dollar Change	$358
Total Percentage Change	1.4%

Footnotes:

(1) Property values are trended 5% by CIS + addition of new water tank reservior.

(2) Contents and Property in The Open were trended 4% by CIS.

As of 5/21/2019

CITY OF CASCADE LOCKS
LIABILITY INSURANCE RENEWAL ANALYSIS
FOR 7/1/2019 - 7/1/2020

COVERAGE	2018 - 2019 CIS	2019 - 2020 CIS
'ort Liability	**$16,502**	**$16,644**
Limit Per Occurrence	$5,000,000	$5,000,000
Annual Aggregate	$15,000,000	$15,000,000
Deductible	$0	$0
\utomobile Liability	**$6,731**	**$6,670**
Limit Per Occurrence	$5,000,000	$5,000,000
Uninsured Motorists	$200,000	$200,000
Deductible	None	None
\utomobile Physical Damage	**$8,647**	**$8,441**
Comprehensive Deductible	Per Schedule	Per Schedule
Collision Deductible	Per Schedule	Per Schedule
:xcess Cyber Liability (limits over $50,000 in Liability Policy)	**$1,200**	**$1,400**
Limit	$450,000	$450,000
/ulti-Line Credit	($2,391)	($2,031)
'otal Premium	**$30,689**	**$31,124**

Total Dollar Change	$435
Total Percentage Change	1.4%

RENEWAL PREMIUM SUMMARY
FOR 7/1/2019 to 7/1/2020

Coverage	2018 - 2019 CIS	2019 - 2020 CIS
Property	$24,347	$25,056
Excess Earthquake	Not Purchased	Not Purchased
Excess Crime	$512	$512
Tort Liability	$15,265	$15,396
Automobile Liability	$6,226	$6,170
Automobile Physical Damage	$7,999	$7,808
Excess Cyber Liability	$1,200	$1,400
Endorsements	$0	$0
Total CIS Package	**$55,549**	**$56,342**
Accident / Sickness Policy - VFIS	$1,642	$1,642
TOTAL PREMIUMS	**$57,191**	**$57,984**

Total Dollar Change	$793
Total Percentage Chang	1.4%

City of Cascade Locks
Workers' Compensation Renewal Analysis
For the Period 7/1/2019 - 7/1/2020

Class Code	Classification	2018 - 2019 Payrolls	2018 - 2019 Rate	2018 - 2019 Premium	2019 - 2020 Payrolls	2019 - 2020 Rate	2019 - 2020 Premium
5506	Street/Road Maintenance	$25,610	8.73	$2,236	$25,480	8.98	$2,289
7520	Water	$45,575	4.55	$2,072	$46,845	4.68	$2,191
7539	Municipal Power	$336,312	2.87	$9,640	$333,967	2.95	$9,838
7580	Sewer	$18,333	3.92	$719	$17,291	4.04	$698
7610	Radio/TV Broadcasting	$672	0.47	$3	$0	0.00	$0
7710	Firefighters	$137,085	3.68	$5,048	$141,941	3.80	$5,395
8411	Public Safety Volunteers	$32,000	1.77	$568	$35,200	1.83	$645
8411F	Volunteer Firefighters	$24,000	1.77	$426	$9,600	1.83	$176
8742	City Administrator	$83,419	0.31	$261	$89,942	0.32	$287
8742	Boards or Public Officials	$17,500	0.31	$55	$17,500	0.32	$56
8810	Clerical	$223,589	0.11	$255	$233,622	0.09	$217
9015	Building Maintenance/Lifeguards	$47,325	3.59	$1,698	$50,019	3.70	$1,850
9220	Cemetery	$3,947	5.51	$217	$4,077	5.67	$231
	Total Payroll	$995,367			$1,005,484		
	Estimated Manual Premium			$23,198			$23,871
	Experience Modification			0.78			0.78
	Estimated Adjusted Contribution			$18,095			$18,620
	Oregon DCBS Assessment			$1,375			$1,490
	Multi-line Credit			($1,357)			($1,396)
	Initial Contribution Inc. Assessments			**$18,113**			**$18,713**

$ Change	$600
% Change	3.31%

AGENDA ITEM NO: 3d

CASCADE LOCKS STAFF REPORT

Date Prepared: May 29, 2019

For City Council Meeting on: June 10

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve CGRA Grant Request Payment from Tourism Committee.

SYNOPSIS: The Tourism Committee has funding in their budget to award grants to projects that can enhance or increase tourism in the community. These grants have a cap at $5,000 and are based on the reimbursement of funding. The Tourism Committee will only fund up to 50% of the total project budget included.

At the April 1, 2019 Tourism Committee meeting, the Committee approved a $4,000 grant for the Columbia Gorge Racing Association to place containers in the Marine Park at the public beach. The purpose for the containers for the storage of sails and sailing equipment and provide storage for fuel. The improvement of structures that support tourism events is an allowable use for transient room tax funds.

The City Council needs to approve expenses above $2,500. This payment request is for 50% of the costs of the storage units up to $4,000. The two invoices presented total $6,975. 50% reimbursement would be $3,487.50.

CITY COUNCIL OPTIONS: Approve or reject payment request to CGRA of $3,487.50.

RECOMMENDED MOTION: "I move to approve the payment request to the Columbia Gorge Racing Association for $3,487.50 in fulfillment of the grant application approved by the Tourism Committee on April 1, 2019."

Cascade Locks Tourism Committee Grant Application

Application Date: April 2, 2019

Applicant Information

Project/Event Title:
Columbia Gorge Racing Association - Sail Shed / Gas Locker Facilities Upgrade

Project/Event Dates:

Begin: March 2019 End: May 2019

Contact Person:
John Purdy Email: johnp@cgra.org Phone: 503-709-3891

Organization/Agency:
Columbia Gorge Racing Association (CGRA)
709 N Columbia Boulevard
Portland, OR 97217

Applicant qualifies as a:
Non Profit 501c(3)

Year of Incorporation:
2001

Amount requested:
$4000.00

Other Funding Sources:
$14000.00

Total Project Budget:
$18000.00

Project Summary

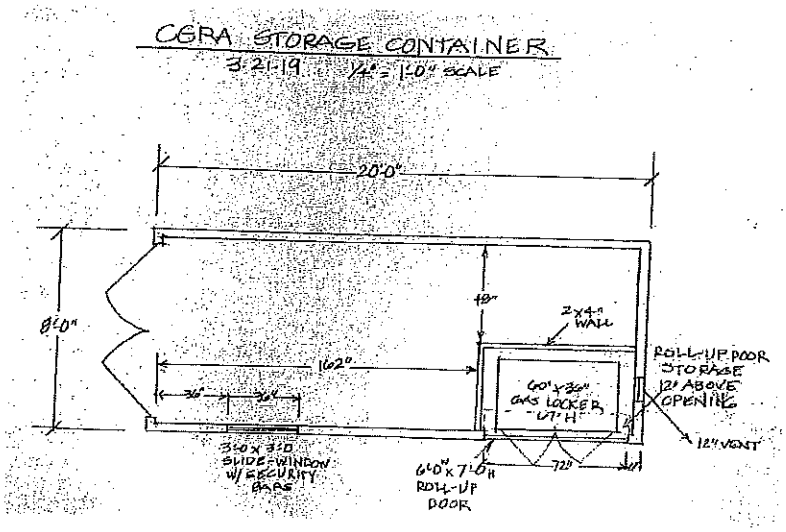
Columbia Gorge Racing Association (CGRA) hosts World Class Sailing Clinics and Sailing Regattas at Cascade Locks that bring visitors to from all over North America and around the world. CGRA events are known to be professionally organized, well run, and enjoyable to all participants. In order to continue to host such events CGRA is continually evaluating its processes and facilities to improve the experience of its guests. Through the use of surveys and word of mouth interviews CGRA learns what keeps bringing guests back and how to further improve their experience. Examples of recent improvements are:

Cascade Locks Tourism Committee Grant Application

- Installation of a weather station for live weather updates via our website www.CGRA.org of Cascade Locks marina area.
- Installation of a webcam to allow website visitors to see live video of the Cascade Locks sailing venue.
- Installation of "Shade Sails" on our main building to afford shade for gatherings in pre and post event gatherings.
- Installation of a paved ramp in the boat launching area that eases the effort and speeds the launching and retrieving of boats.

These improvements have been implemented over the past 2-3 years through a combination of private donations, CGRA operational funds and cost sharing with both the Port of Cascade Locks and the Cascade Locks Tourism Bureau.

The next improvement CGRA is embarking upon is replacement of two under sized decaying storage sheds. One is used for storage of CGRA sailboat sails and equipment. The second used for CGRA motorized safety boat fuel storage. The current Sail Shed is decaying and is too small for all the equipment needed to be stored. The current fuel shed is a wood structure that is beyond capacity and supplies no fire protection. CGRA plans to replace both sheds with a single 20' shipping container similar to the existing 20' container in the parking area next to the CGRA boat pen. The new container will be placed adjacent to the existing 20' container and internally sectioned to separate areas, one area for sail and equipment storage, a second area for fuel storage. CGRA already has procured a certified fire proof Gas locker, however the gas locker is not weather proof so it needs to be in a sheltered area. It will be placed in the fuel storage area. In addition, this new storage facility will allow existing equipment to be moved from the current Race Office to the container, making the Race Office available for additional classroom space during training events and regattas. See the drawing below.



Cascade Locks Tourism Committee Grant Application

CGRA expects to bring 1500-2000 sailors and their families to Cascade Locks this summer. Improvement of our facility will lead to an improved experience of our guests. It is our belief that this improved experience will lead to more visitors and longer stays in the Cascade Locks area, thereby driving more lodging, dining, and recreational spending.

Scope of Work

An invisible benefit of this project is that it will allow moving items currently stored in the Race Office to the new container. Freeing up space in the Race Office will allow less congestion during events and a space to hold small informal gatherings during events that help form more personal relationships between event staff and participants as well as closer relationships between participants. These improved relationships enhance the participants overall experience and thereby improve the word of mouth promotion of CGRA and encourage more visitors to Cascade Locks.

CGRA also conducts a community sailing program open to local residents. This is a service that is much respected not only by the community but also by visiting sailors. In many cases those that come to visit Cascade Locks, spend time here sailing, staying in local hotels, and eating at local restaurants, are impressed by the operation that CGRA is running. Visitors enjoy their experience here, and they talk to their friends about it when they get home. Not only does that word of mouth generate more visitors to Cascade Locks, it has also generated donations from out of town visitors to the community sailing program which benefits the local population.

Marketing/Promotions

CGRA will not promote that it has a new storage container, rather it will promote that it continues to improve facilities to provide guests with a richer, more enjoyable experience. CGRA promotes its clinics and regattas on its own website. These events also are published on related organizations websites. This publishing of events on other organizations websites extends the reach of our local promotions. Potential guests become interested in an event, learn about the area and its superb recreational possibilities. The promotions turn potential guests into actual guests; they bring their friends and families spending money in local hotels, restaurants, and businesses.

CGRA promotion activities include:

- CGRA.org website – Gives information about events, local housing, local eateries, links to other business and activities in Cascade Locks and the surrounding area.
- Sail the Gorge Magazine – Available locally and distributed in greater Pacific NW area, as well as included in information packet given to visitors sailors upon check-in at CGRA events. Contains sailing stories and includes advertizing for local business.
- Publication of CGRA events in Nationwide Class Association websites and newsletters. Example: CGRA is preparing to host the RS Aero Worlds in 2020. In preparation CGRA is hosting the RS

Aero Nationals in 2019. This event is intended to draw sailors from all over North America. Next year RS Aero Worlds is intended to draw sailors from around the world. These events are publicized by the World and National organizations that promote that boat. Hosting such events leverages other organizations publication, marketing, and promotion efforts to promote CGRA and the Cascade Locks area.

- Program advertizing, articles, or calendar events in both print or online medias such as The Laser Sailor (distributed in print across North America), International Sailing Academy www.internationalsailingacademy.com , 29er North America www.29ernorthamerican.org , RS Aero Class Association www.rsaerosailing.org , International 505 American Section www.usa505.org US Melges 24 Class Association www.usmelges24.com Weta Class North America www.wetanorthamerica.com , Sailing Anarchy www.sailinganarchy.com , Scuttlebutt Sailing News www.sailingscuttlebutt.com

Tourism Related Facility

This project will enable CGRA to continue to bring world class events to Cascade Locks and to improve the experience of visitors. This in turn keeps visitors coming to Cascade Locks to spend at local businesses during their visit to the area.

Time Line

The CGRA planning and event execution is a year-long process. The dates are representative and reflect the current process 2019.

January – February	Confirm local and national sponsors for the upcoming season. These sponsors contribute to specific events or programs (such as youth sailing) as well as a select number (no more than 4), that are designated as season sponsors based upon the magnitude of their financial commitment. The Cascade Locks Tourism Bureau has been one of the primary season sponsors for the past several years.
January – April	Organization of the summer's events and opening of formal registration. Appropriate website updates on our www.CGRA.org website and distribution of calendar of events to associated organizations for updates on their websites to announce events. Publicize local sponsors on www.CGRA.org website and place advertising in print media to support the event announcements.
January – April	Creation of Sail the Gorge magazine content and the sale of advertising to fund its publication.
May	Publication and distribution of Sail the Gorge.
May-June	Finalize details for the summer instructive clinics, and competitive and recreational sailing programs.
Mid June	Formal opening day for the local community and sailors.

Cascade Locks Tourism Committee Grant Application

Mid June - August	Full schedule of events: regattas each weekend, 6 advanced training clinics, and weekly Thursday evening community sailing programs for Cascade Locks families and those from local communities.
September – year end	Finalize regattas for the coming year. CGRA has to compete to host the International, North American, Pacific Coast and National Championship events. This process typically takes a year or more. 60+ championship events have been hosted since our founding with 3 scheduled in 2019, including the RS Aero North Americans, 29er US Nationals, and Laser Masters Pacific Coast Championship. Each event is preceded with a training clinic. CGRA anticipates attendance of 50 to 150 competitors, families and friends over 5 to 6 day period. In addition, CGRA has been awarded the 2020 RS Aero World Championships and has been asked to bid on 2 other, 5 day, National Championship events.
January	Begin again.

Project Budget

Budget Item	Tourism Amount Request	Matching Fund Source & Amount	Other Revenue Source & Amount	Funding Acquired Yes or No	Total Project Buc
Facilities improvements	$3500		$3500 CGRA	Yes	$7000
Print advertising	$ 500		$500 CGRA	Yes	$1,000
Youth/community sailing	$ 0	$5,000, Union Pacific Foundation(2015)	$5000 CGRA, local sponsors	Yes	$10,000
Overall Budget	$,000	$5,000 donations, sponsorships	$9,000	Yes	$18,000

Enter the total Tourism funding requested: $ 4,000
Enter the total Value of the Project: $18,000

Cascade Locks Tourism Committee Grant Application

Project Evaluation Criteria

Tourism Promotion/Tourism Related Facility Project

CGRA events attract people from around North America and around the world to Cascade Locks. CGRA events are multi day events, visitors stay overnight at local hotels, and campgrounds, and purchase food and goods from local businesses. Recent participant surveys indicated that 77% of visitors are from outside the Portland/Vancouver and Gorge areas, 54% stay for 5 days or more. A select few stay for the entire season to train prior to events elsewhere. CGRA projects that 1800-2000 visitors will arrive in Cascade Locks during the June to August summer sailing season to participate in training and competitive events.

While attending a CGRA event, sailors, their friends, families, and guests are in town for several days. During that time many wander around town discovering the interesting history of the area, and appreciate the incredible natural beauty of their surroundings. We at CGRA hear time and time again from our out of state and out of country visitors about how they heard about this place from their friends and they just had to come here to experience it for themselves.

Section 6.3.b and Section 6.3.c of the Scenic Act emphasize the improvement in recreational access to the Columbia river. The Columbia Gorge Racing Association and its partners in the Port and the City have developed facilities in the Cascade Locks Marine Park that have dramatically increased the use of the river through safe, accessible and inclusive events. These events are designed to appeal to both competitive sailors worldwide and recreational sailors in the Cascade Locks and surrounding Gorge communities. Since its inception in 1996 CGRA has hosted 10s of thousands of sailors and their friends and families in the Gorge. Some sail and others hike and enjoy a variety of recreational activities envisioned with the Scenic Act was put in place. With the support of the Cascade Locks Tourism Bureau, we hope to continue to improve our facilities and programs to expand our reach to attract more people to the Gorge.

Previous and Replacement Funding

CGRA calendar of events is an annual program. This project (shed replacement) is a onetime enhancement to the facilities that enable the annual program to continue for years to come. As each year goes by CGRA reviews it's program to make adjustments and corrections to maximize the enjoyment of our guests. Event fees cover 70 – 75% of our annual expenses. We rely on donations and grants to make up the difference. Funding from the Tourism Bureau over the past several years have been critical to the success and growth of CGRA programs.

Cascade Locks Tourism Bureau has been a significant grant provider to CGRA over the last 7 years. These grants have contributed directly to the growth of our events, our ability to attract other sponsors, and to continue our local community based program.

Cascade Locks Tourism Committee Grant Application

Community Support

CGRA has worked tightly with community officials and the Port of Cascade Locks to promote and run events at Cascade Locks. We enjoy support and have received contributions from local business. CGRA in turn promotes those businesses on our website. CGRA provides a community sailing program for local families where once qualified, local residence can use CGRA owned boats under the watchful eye of CGRA staff and volunteers to have a sailing experience in the Cascade Locks marina area.

Evidence of Partnerships

CGRA is a volunteer run organization with one paid staff member. A volunteer Board of Directors plans the season events negotiates event dates with other sailing organizations, sees to the maintenance of CGRA assets, and then rounds up scores of other volunteers to run events. Some "Principal Race Officer" and "Judge" roles needed to run successful events come from the greater west coast and around the US and are expenses paid. Scores of event volunteers come from the local sailing organizations. In the last two years CGRA has partnered with the International Sailing Academy (ISA) to run professionally coached Laser training. ISA has been running winter time clinics in La Cruz Mexico attracting clients from around the world, they now run summer time clinics at Cascade Locks in partnership with CGRA. Their broad reach in the sailing community further enhances the promotion of Cascade Locks to an ever expanding audience.

CGRA also has sponsorship arrangements with:

- West Coast Sailing: One of the largest distributors of small sailboats and supplies in the US.
- Zhik: Well recognized international supplier of sailing gear and attire
- Oregon Youth Sailing Foundation: Supporter and sponsor of Youth Sailing in Oregon.
- Union Pacific Railroad
- Port of Cascade Locks

CITY of CASCADE LOCKS — Tourism Committee Meeting Minutes

TOURISM COMMITTEE MEETING, Monday, April 1 , 2019 , 6:00 PM Council Chambers

1. Call Meeting to Order & Roll Call.

   The meeting was called to order by Chairman Debbie Fine at 6:00 PM. Attending: Chairman Debbie Fine, Vice Chairman Cindilee Baseman, TM Barbie Daniel, and TM Steve Anderson. Also present Bernadette Murray, Tourism Support Staff, Gordon Zimmerman, City Administrator, Dave Jursik, John Purdy and Susan Winter of the CGRA, Jan McCartan and Paul Koch from the Port, and Lara Friesen.

2. Amendments to the Agenda.

   None.

3. Comments from general public.

   CGRA presented a request for a grant, presenting were Dave Jursik, Dave Purdy and Susan Winter. 1,500 to 2,000 people show up and spend time in town over the weekend. Sailing clinics, regatta bringing in people who are here for a week. Half of the events are for youth. Over the last several years they have worked to improve the experience. They have successfully, focused on amenities, and installed a camera with the help of a grant from Tourism. People can check in and see how busy the beach is. Their website also has a weather station. With the help of the port they paved the ramp. Running clinics. Open up current facility for teaching and instructional purposes and storage for fuel. Chairman asked if they cut back. Dave explained that there will be more events will run through June. There will be 50 people a night kids for the clinics. 90% of the people are from somewhere else. Their total ask for the facilities and advertising is $4,000.

4. Discussion/Declaration of Potential Conflicts of Interest

   None.

5. Approval of minutes.

   Approval of January 10, 2019 minutes. TM Daniel motioned to approve, TM Anderson seconded. All in favor. Motion carried.

6. Approval of Financials.

   None. Meeting will be held soon.

7. Approval of Bills

   None.

8. Staff Report. Still working on getting Buck to a meeting for the First Nations Gathering. Sarah Patrick has expressed interest in participating. The Multnomah Falls Kiosk is a pick up and so we've saved the production cost. There have been a couple of podcasts. One was with the advanced english 6th graders from Carson Elementary. Staff was interviewed as was Shelley James and Jules Caldwell from CLAH. A second podcast interview will be a 30 minute podcast. Shirley Carr updated our distribution list. Oregon Travel Oregon had a FAM trip come through on March 23. Staff organized interviews with the CLAH, Son of Man and Thunder Island Brewing. We had our last ad in the Green Living Journal, finishing out a year long contract. We has a new event Columbia Cup Disc Golf, Eastern Addition. It will be on July 20, the same day as Gorge Pedal, but they should not collide. About 72 people will participate. There is another documentary being created by Ralph Bloemers, of Crag Law Center. Staff helped to coordinate interviews. She talked with Lizzie about being left out a lot. We lost our contact at WCGCC. Lizzie is trying to be more inclusive. Dana Hendricks told staff eagle Creek may open this year, if not by next. Bridges will be flown in. The PCTA Trail town program has been put on hold. We need to inventory the closet. We need to have a marketing meeting and do a media planning calendar. SOLV clean up will be on April 20. Gordon reported that the September 2 Co-

lumbia Gorge Swim will be moved from Hood River will be moved to Cascade Locks. Also he reported the trail between Lindsey Creek and Wyeth will be open during the end of July, the ribbon cutting is on August 3. The celebration will include educational stations. That will open the trail from Troutdale to Wyeth. He also reported that the monument will be moved as part of the Gorge Hub project.

9. Port Report.

Paul and Jan followed up on the CGRA report. Cascade Locks is in the top 5 small boat sailing venues in the world. The port of working on a 2019-2026 marketing strategy, and has been working hard to wean itself off of bridge tolls, with adding events and other events. They have a 15 year maintenance and preservation plan. Port commission approved significant enhancements. The pavilion has a new floor, new chairs, lighting, regular progression of enhancements. House 3 painted the inside, fixed the front porch. Painted the kitchen, redone the boardroom and brought up to meeting code standards. House 3 state of the art boardroom. 3 bathrooms and a kitchen. It can be used for meetings or weddings. It will available 300 days a year to and generate sufficient revenues. Increase revenue of the next 5 to 7 years to $250,000. Finding businesses and organizations that want to create events. Business park is less of a scheduled facility. Renewal workshop needs 40,000 sq ft facility. Get large companies i.e. Nike, Columbia Sportswear, local rental fee. Get the word out TV, radio, and other ways. Pfriem is doing their expansion in early fall, and soon after Renewal Workshop will be moving to a new 40,000 sq. ft. facility. Jan has written almost 200 proposals for this year. She thanked us for our cooperation in advertising and support.

10. Old Business

A. First Nations Gathering. Need to communicate with Buck. Sarah Patrick wants to be involved.

B. Columbia Gorge Express. TM Anderson has been talking to people in town. The consensus is that the stop would be best in front of courthouse, reactivating the bus stop next to East Wind. Columbia Market doesn't want a kiosk in the parking lot blocking trucks. ODOT may be an issue. Have to get the CGE work with ODOT. What if CG Express is absorbed by CAT? Set back is 10 ft. from the curb. We will place a bus shelter and signage.

C. Cutouts, still no word from Heather.

D. 1859 Magazine co-op advertising. Consensus was to not participate.

E. Oregon Governor's Conference. Chairman Fine, Vice Chairman Baseman, TM Anderson and Staff will attend.

11. New Business

A. Brochures reprint. Add monument, add coffee shop, CGE, Son of Man. Motion to vote TM Daniel motioned to reprint brochures with edits not to exceed $2,500 TM Anderson seconded. All in favor, aye.

B. Outdoors NW. Motion to advertise on PCT Days. TM Daniel motioned that we move forward with a ½ page ad fro $1,820. TM Baseman seconded the motion. All in favor, Aye.

C. PCT Days Grant. TM Daniel motioned that we support PCT Days grant for $2,500. TM Anderson seconded the motion all in favor, aye.

D. Best Western Directory. B&W ad, TM Baseman motioned that for $280 that we advertise our PCT Monument in the directory. Seconded by TM Anderson. All in favor.

E. HR Chamber. TM Daniel motioned that we do the HR chamber map, seconded by TM Anderson. All in favor, aye.

F. Skamania Lodge Full page. TM Daniel motioned that we move forward with a full page for $1,740 with monument and TRT.

G. CGRA grant. TM Baseman motioned that we approved the CGRA Grant request for $4,000, seconded by TM Anderson. Motion carried All in favor, aye.

12. Upcoming events:
    A. PCTA Trail Skills College.
    B. Rainier Cup Sailing Race.
    C. City Wide Garage Sale.
    D. Sternwheeler Cruises start on May 1.

13. Tourism Committee Member Reports
    A. Debbie Fine. Thanked staff, and thanked Steve for putting in rust proof screws.
    B. Cindilee. Happy to be back.
    C. Barbie Daniel. None.
    D. Steve Anderson. Cascade Inn has changed hands.

14. Next Meeting Date & Time: Meeting Date & Time: Tuesday, May 6 2019, 6 PM at Council Chambers

15. Adjournment. Motion made by TM Daniel to adjourn the meeting. Motion seconded by TM Baseman. Chairman Fine adjourned the meeting at 7:40 PM.

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.

International Laser Class Association - North American Region
2812 Canon Street
San Diego, CA 92106 US
sherri@odmsail.com

Invoice

BILL TO
CGRA ATTN: Dave Jursik 709 N Columbia Blvd Portland, OR 97217

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
2262	04/04/2019	$325.00	04/04/2019	Due upon receipt	

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
04/04/2019	**Full Color**	Laser Sailor Ad - 1 Page color - Spring 2019	1	650.00	650.00
04/04/2019	**Discount**	50% discount - shared ad with International Sailing Academy	1	-325.00	-325.00

BALANCE DUE **$325.00**

Invoice

DRYBOX

132 Estep Rd.
Chehalis, WA 98532

360-262-0500 Office
360-262-3139 Fax

Date	Invoice #
3/22/19	1035725

Bill To
Columbia Gorge Racing Association 709 N. Columbia Blvd Portland, OR 97217

Ship To
355 Wa Na Pa st Cascade Locks, OR 97014

Customer Phone	

P.O. Number	Terms	Rep	Ship	Via	F.O.B.
	PREPAID	WV	5/22/2019	RM	

QTY	Item Code	Description	Price Each	Amount
1	20' STD NEW	20' Standard New 1 Trip Container	3450.00	3,450.00
1	Modification:2" Pipe Plug	2" Pipe Plug installed	50.00	50.00
1	Modification:7' Roll-up Door	7' Roll-Up Door installed	1400.00	1,400.00
1	Modification:Louvered Vent - 12x12	12"x12" Louvered Vent installed Mounted as close to the roof as possible	150.00	150.00
1	Modification:Partition Wall	48"x84" partition wall built around roll door	650.00	650.00
1	Modification:Windows - 3X3	3'x3' Window with security bars installed	650.00	650.00
1	Transportation	Deliver Empty 05/22/19 Cascade Locks, OR (Doors to Cab)	300.00	300.00

Terms & Conditions: An interest charge of 1.8% per month will be added to all past due invoices. In the event of nonpayment, purchaser shall pay Dry Box Inc.'s collection fees & cost including attorney's fee. Purchaser is responsible for & shall pay any sales or use tax, other customs, or duty tax to which our container may be subject upon sale. Make all checks payable to Dry Box Inc. and indicate invoice number.
All Cancelled Orders will have a 3% re-stocking fee

Subtotal		$6,650.00
Sales Tax	0.00%	$0.00
Total		$6,650.00
Payments/Credits		$3,325.00
Balance Due		$3,325.00

S _____
R _____
D _____

DRYBOX

132 Estep Rd.
Chehalis, WA 98532

360-262-0500 Office
360-262-3139 Fax

PAYMENT RECEIPT

Payment Date: 03/22/2019

SALE

Customer:	Columbia Gorge Racing Association
Credit Card:	xxxxxxxxxxxx8635
Exp. Date:	05/20

Invoice #:	1035725
Applied Amt:	$3,325.00
Auth.	412241
Trans. ID:	16185299
Trans. Total:	$3,325.00

Thank you for your business

CUSTOMER COPY

BLANKET VOUCHER APPROVAL

PAGE NO. 1

DEPARTMENT: CITY OF CASCADE LOCKS
COVER SHEET AND SUMMARY

DATE:	DESCRIPTION:	AMOUNT:
5/10/2019	Payroll	$ 40,399.37
5/17/2019	Accounts Payable	$ 78,401.87
5/24/2019	Payroll	$ 56,487.51
5/31/2019	Accounts Payable	$ 109,964.12
	GRAND TOTAL	$ 285,252.87

APPROVAL:

Mayor

F&B/ACCOUNTING CLERK/UTILITYCLERK/BLANKET APPROVALS

Report Criteria:
Report type: GL detail

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
10482	05/19	05/17/2019	6966	O1410018TE	American Messaging	Paging, Voicemail, Page Service	5140562110	84.33
Total 10482:								84.33
10483	05/19	05/17/2019	6820	66303	Anderson Perry & Associates Inc.	208-04 Corrosion Control Facility	2141562025	2,518.75
10483	05/19	05/17/2019	6820	66304	Anderson Perry & Associates Inc.	208-05 Wastewater System Improvemen	3141562030	170.00
10483	05/19	05/17/2019	6820	66305	Anderson Perry & Associates Inc.	208-05 Wastewater System Improvemen	3141562030	595.00
10483	05/19	05/17/2019	6820	66306	Anderson Perry & Associates Inc.	208-05 Wastewater System Improvemen	3141562030	1,106.25
Total 10483:								4,390.00
10484	05/19	05/17/2019	6907	9501226964	Arrow International	EZ-IO needles	0540562351	379.50
Total 10484:								379.50
10485	05/19	05/17/2019	4910	05102019-1	Becky Wahl	Refund Deposit Balance	5121130	228.81
Total 10485:								228.81
10486	05/19	05/17/2019	7034	911	Bernadette Murray-Macioce	Admin, emails, phone calls, agenda minu	0840562110	900.00
Total 10486:								900.00
10487	05/19	05/17/2019	370	70665	BIO-MED TESTING SERVICE	Random Drug Test	0140462063	40.00
10487	05/19	05/17/2019	370	70665	BIO-MED TESTING SERVICE	Pre-Employment Drug Screening	0540562063	40.00
Total 10487:								80.00
10488	05/19	05/17/2019	380	A-76484	BISHOP SANITATION, INC.	Portable Toilet Mo.ly Rent and Serv.	3140562110	100.65
Total 10488:								100.65
10489	05/19	05/17/2019	460	07514	BROWN & KYSAR, INC	General Consulting	5140562091	438.00
Total 10489:								438.00
10490	05/19	05/17/2019	490	556921A	BRYANT PIPE AND SUPPLY	Steel Blind Flange	2140562560	51.51

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 10490:								51.51
10491	05/19	05/17/2019	6900	V900820	BSK Associates	Water Testing - Well #1	2140562150	30.00
10491	05/19	05/17/2019	6900	V900820	BSK Associates	Water Test - Well #2	2140562150	30.00
Total 10491:								60.00
10492	05/19	05/17/2019	4910	05102019-2	Carol Sumner	Refund Deposit	5121130	300.00
Total 10492:								300.00
10493	05/19	05/17/2019	820	351200-088	CH2M HILL ENGINEERS INC.	Operation, Maintenance, and Manageme	3140562700	7,904.42
Total 10493:								7,904.42
10494	05/19	05/17/2019	1000	Q19024	Coburn Electric	Wiring	3140562110	4,387.73
Total 10494:								4,387.73
10495	05/19	05/17/2019	1120	B236457	COLUMBIA HARDWARE, LLC	Chain 75'	3140562560	40.63
10495	05/19	05/17/2019	1120	B236904	COLUMBIA HARDWARE, LLC	Misc.	0540562440	14.16
10495	05/19	05/17/2019	1120	B238722	COLUMBIA HARDWARE, LLC	Misc.	5140562560	9.89
10495	05/19	05/17/2019	1120	B238749	COLUMBIA HARDWARE, LLC	Paintbrush	0540562440	23.56
Total 10495:								88.24
10496	05/19	05/17/2019	7028	1904-1668	Curran-McLeod, Inc.	General Engineering - Overlook Park	0740562114	3,020.00
10496	05/19	05/17/2019	7028	1904-1710	Curran-McLeod, Inc.	General Engineering - Lift Station	3140562091	2,242.00
Total 10496:								5,262.00
10497	05/19	05/17/2019	4910	05152019	Dale Franklin	Refund Deposit Balance	5121130	240.10
Total 10497:								240.10
10498	05/19	05/17/2019	1480	WQ20WSC-0	DEPT. OF ENVIRONMENTAL QUALITY	Design Capacity Average Dry Weather Fl	2140562030	100.00
Total 10498:								100.00

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
10499	05/19	05/17/2019	1540	L000290816	DMV SERVICES STATE OF OREGON	Record Inquiry	0140462110	3.00
Total 10499:								3.00
10500	05/19	05/17/2019	1620	2299	EFFICIENCY SERVICES GROUP, LLC	BPA Program Services	5140562139	800.00
Total 10500:								800.00
10501	05/19	05/17/2019	1760	ORHOD6425	FASTENAL	Gloves	0140462520	53.95
Total 10501:								53.95
10502	05/19	05/17/2019	6795	0754630	Ferguson Enterprises Inc. #3011	Grinder Pump, Cover, Simplex Panel w/3	3140562560	2,404.95
10502	05/19	05/17/2019	6795	0755759	Ferguson Enterprises Inc. #3011	Water Meters and Radios	2140563471	9,240.00
10502	05/19	05/17/2019	6795	075614	Ferguson Enterprises Inc. #3011	2X300 CTS 250 PSI NSF Blue	3140562560	384.00
10502	05/19	05/17/2019	6795	0758787	Ferguson Enterprises Inc. #3011	LF 2 CTS Comp X Mip Coup, 17X30 CV	2140562560	439.11
10502	05/19	05/17/2019	6795	0758909	Ferguson Enterprises Inc. #3011	Gskt, 1P Pit w/ID/LD	2140562560	915.30
10502	05/19	05/17/2019	6795	0762180	Ferguson Enterprises Inc. #3011	Hyd Disk and Wrench	2140562560	51.70
10502	05/19	05/17/2019	6795	0762229	Ferguson Enterprises Inc. #3011	LF 2X15 Cstr w/Hi Byp	2140562560	1,653.41
Total 10502:								15,088.47
10503	05/19	05/17/2019	2020	1337905	GENERAL PACIFIC INC.	PVC Elbow & Cleaner Cable	5140562560	486.40
Total 10503:								486.40
10504	05/19	05/17/2019	2190	GI-0301439	GRANICH ENGINEERED PRODUCTS	Impeller, Front Head, Rings, Sleeve, etc.	5643163941	10,290.64
Total 10504:								10,290.64
10505	05/19	05/17/2019	2420	05132019	HOOD RIVER CO. - FINANCE	Dog License	0121011	24.00
10505	05/19	05/17/2019	2420	05132019	HOOD RIVER CO. - FINANCE	Dog License	0130143280	1.50-
10505	05/19	05/17/2019	2420	10088	HOOD RIVER CO. - FINANCE	May Deputy Service	0141962250	7,600.00
Total 10505:								7,622.50
10506	05/19	05/17/2019	2570	05072019	HOOD RIVER NEWS	Fire Chief Ad	0540562030	240.00
Total 10506:								240.00

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
10507	05/19	05/17/2019	4910	05102019-3	Irais Leon	Refund Deposit Balance	5121130	291.83
Total 10507:								291.83
10508	05/19	05/17/2019	4910	05102019-4	Kira Richards	Refund Deposit Balance	5121130	97.69
Total 10508:								97.69
10509	05/19	05/17/2019	2980	INV279348	L.N. CURTIS & SONS	Service on Compressor	0540562441	1,168.00
Total 10509:								1,168.00
10510	05/19	05/17/2019	4910	05142019-1	Locks MHC LLC	Refund Overpayment	5121130	300.00
Total 10510:								300.00
10511	05/19	05/17/2019	4910	05142019-2	Locks MHC LLC	Refund Overpayment	5121130	300.00
Total 10511:								300.00
10512	05/19	05/17/2019	4910	05102019-5	Loren Rex	Refund Deposit Balance	5121130	32.46
Total 10512:								32.46
10513	05/19	05/17/2019	3150	05142019	MARIANNE BUMP	Reimburse Mileage - Banking	0140162020	23.20
Total 10513:								23.20
10514	05/19	05/17/2019	7090	1237	Onsite Supply House, LLC	Compress Adap, stiffner, Romac Serv Sa	2140562560	652.71
10514	05/19	05/17/2019	7090	1625	Onsite Supply House, LLC	Various Clamps	2140562560	209.20
Total 10514:								861.91
10515	05/19	05/17/2019	4270	OMA 19-385	OREGON MAYOR'S ASSOC.	Membership Dues	0140162030	106.00
Total 10515:								106.00
10516	05/19	05/17/2019	4510	00014223	PAGEWORKS DESIGN, INC.	HR Chamber Map	0840562114	1,200.00

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 10516:								1,200.00
10517	05/19	05/17/2019	7055	913	Pixel Dust Studio	Graphic Design Service	0840562114	1,560.00
Total 10517:								1,560.00
10518	05/19	05/17/2019	4670	1236755	PORT OF CASCADE LOCKS	Bridge Tickets - FD	0540562020	20.00
10518	05/19	05/17/2019	4670	FIREWORKS	PORT OF CASCADE LOCKS	Fireworks Support	0140362171	5,000.00
Total 10518:								5,020.00
10519	05/19	05/17/2019	4910	05142019-3	Refund Customer Deposit	Refund Overpayment	5121130	300.00
10519	05/19	05/17/2019	4910	05142019-3	Refund Customer Deposit	Refund Overpayment	5121130	300.00- V
Total 10519:								.00
10520	05/19	05/17/2019	6780	5056566068	Ricoh USA, Inc.	Copies	0140162110	113.31
Total 10520:								113.31
10521	05/19	05/17/2019	7026	8127201012	Shred-It USA	Archives Shred Bins	0140162110	51.52
Total 10521:								51.52
10522	05/19	05/17/2019	5510	108581811	STAPLES CONTRACT & COMMERCIAL	Toner and Supplies	0140162010	495.61
Total 10522:								495.61
10523	05/19	05/17/2019	7097	8111	Streich-West Auto Glass, Inc	'01 Dodge 2500 - Windshield	0340562441	173.94
Total 10523:								173.94
10524	05/19	05/17/2019	5700	6440	TEDENE ENTERPRISES, INC	Carpet Cleaning	0140462110	832.40
Total 10524:								832.40
10525	05/19	05/17/2019	4910	05102019-6	Terrie Brigham	Refund Deposit Balance	5121130	81.37

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 10525:								81.37
10526	05/19	05/17/2019	4910	05102019-7	Tony Hopson	Refund Deposit	5121130	300.00
Total 10526:								300.00
10527	05/19	05/17/2019	6070	075556	TWGW, INC NAPA AUTO PARTS	Halogen lamp	0540562441	10.99
Total 10527:								10.99
10528	05/19	05/17/2019	6210	836735	USA BLUEBOOK	Flange gaskets, flange	3140562560	102.84
10528	05/19	05/17/2019	6210	837760	USA BLUEBOOK	Flanges	3140562560	337.89
Total 10528:								440.73
10529	05/19	05/17/2019	7092	10272	VanKoten & Cleaveland, LLC	Attorney services	0140162100	1,200.00
Total 10529:								1,200.00
10530	05/19	05/17/2019	6370	INV12756	WAPITI AERIAL SERVICES	DOT Inspections, Bucket Truck & Digger/	5140562201	221.83
10530	05/19	05/17/2019	6370	INV12756	WAPITI AERIAL SERVICES	DOT Inspections, Bucket Truck & Digger/	5140562201	887.32
Total 10530:								1,109.15
10531	05/19	05/17/2019	6640	0430-11	WIND RIVER PUBLISHING	Half Page Ad	0840562114	280.00
10531	05/19	05/17/2019	6640	125-3	WIND RIVER PUBLISHING	Mt Hood Co-op Page	0840562114	632.00
Total 10531:								912.00
10532	05/19	05/17/2019	4910	05142019-3	Locks MHC LLC	Refund Overpayment	5121130	300.00
Total 10532:								300.00
517201901	05/19	05/17/2019	6090	4545 04/19	U S BANK CC	Enclosure via Grainger	3140562560	806.98 M
Total 517201901:								806.98
517201902	05/19	05/17/2019	6090	4393 04/19	U S BANK CC	Meals (2)	0140162020	114.00 M

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount	
Total 517201902:								114.00	
517201903	05/19	05/17/2019	6090	2305 04/19	U S BANK CC	DRi CrashPlan	0140162082	19.98	M
517201903	05/19	05/17/2019	6090	2305 04/19	U S BANK CC	Fuel	0140462530	35.59	M
517201903	05/19	05/17/2019	6090	2305 04/19	U S BANK CC	Computer components via Amazon	0540562351	4.99	M
517201903	05/19	05/17/2019	6090	2305 04/19	U S BANK CC	Computer components via Amazon	0540562351	19.95	M
517201903	05/19	05/17/2019	6090	2305 04/19	U S BANK CC	Computer components via Amazon	0540562441	6.99	M
517201903	05/19	05/17/2019	6090	2305 04/19	U S BANK CC	Batteries Plus	2140562560	227.48	M
517201903	05/19	05/17/2019	6090	2305 04/19	U S BANK CC	Batteries Plus	3140562560	227.48	M
Total 517201903:								542.46	
517201904	05/19	05/17/2019	6090	5243 04/19	U S BANK CC	Meals	0140162020	140.14	M
517201904	05/19	05/17/2019	6090	5243 04/19	U S BANK CC	Alaska Airlines	0140162020	70.00	M
Total 517201904:								210.14	
517201905	05/19	05/17/2019	6090	2974 04/19	U S BANK CC	Pitney Bowes	0140162120	165.93	M
Total 517201905:								165.93	
Grand Totals:								78,401.87	

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-21010	1.50	16,088.63-	16,087.13-
01-21011	24.00	.00	24.00
01-301-43280	.00	1.50-	1.50-
01-401-62010	495.61	.00	495.61
01-401-62020	347.34	.00	347.34
01-401-62030	106.00	.00	106.00
01-401-62082	19.98	.00	19.98
01-401-62100	1,200.00	.00	1,200.00
01-401-62110	164.83	.00	164.83
01-401-62120	165.93	.00	165.93
01-403-62171	5,000.00	.00	5,000.00
01-404-62063	40.00	.00	40.00
01-404-62110	835.40	.00	835.40
01-404-62520	53.95	.00	53.95
01-404-62530	35.59	.00	35.59
01-419-62250	7,600.00	.00	7,600.00
03-21010	.00	173.94-	173.94-
03-405-62441	173.94	.00	173.94
05-21010	.00	1,928.14-	1,928.14-
05-405-62020	20.00	.00	20.00
05-405-62030	240.00	.00	240.00
05-405-62063	40.00	.00	40.00
05-405-62351	404.44	.00	404.44
05-405-62440	37.72	.00	37.72
05-405-62441	1,185.98	.00	1,185.98
07-21010	.00	3,020.00-	3,020.00-
07-405-62114	3,020.00	.00	3,020.00
08-21010	.00	4,572.00-	4,572.00-
08-405-62110	900.00	.00	900.00
08-405-62114	3,672.00	.00	3,672.00
21-21010	.00	16,119.17-	16,119.17-
21-405-62030	100.00	.00	100.00
21-405-62150	60.00	.00	60.00
21-405-62560	4,200.42	.00	4,200.42
21-405-63471	9,240.00	.00	9,240.00
21-415-62025	2,518.75	.00	2,518.75
31-21010	.00	20,810.82-	20,810.82-
31-405-62091	2,242.00	.00	2,242.00

GL Account	Debit	Credit	Proof
31-405-62110	4,488.38	.00	4,488.38
31-405-62560	4,304.77	.00	4,304.77
31-405-62700	7,904.42	.00	7,904.42
31-415-62030	1,871.25	.00	1,871.25
51-21010	300.00	5,700.03-	5,400.03-
51-21130	2,772.26	300.00-	2,472.26
51-405-62091	438.00	.00	438.00
51-405-62110	84.33	.00	84.33
51-405-62139	800.00	.00	800.00
51-405-62201	221.83	.00	221.83
51-405-62560	496.29	.00	496.29
51-406-62201	887.32	.00	887.32
56-21010	.00	10,290.64-	10,290.64-
56-431-63941	10,290.64	.00	10,290.64
Grand Totals:	79,004.87	79,004.87-	.00

Report Criteria:
Report type: GL detail

Report Criteria:
Report type: GL detail

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
10537	05/19	05/31/2019	6834	2019-01	Amanda Butler	BLS Healthcare Provider Cards	0540562020	36.00
Total 10537:								36.00
10538	05/19	05/31/2019	200	05192019	AT&T MOBILITY	Electric Department Phone	0540562050	3.86
10538	05/19	05/31/2019	200	05192019	AT&T MOBILITY	Electric Department Phone	5140562050	53.45
Total 10538:								57.31
10539	05/19	05/31/2019	7034	914	Bernadette Murray-Macioce	Admin, emails, phone calls, agenda minu	0840562110	880.00
Total 10539:								880.00
10540	05/19	05/31/2019	440	05282019	BPA	Koperski Weatherization Lien	5112011	1,419.00
Total 10540:								1,419.00
10541	05/19	05/31/2019	6900	V901515	BSK Associates	Water Testing - V-Coliform (x2)	2140562150	60.00
Total 10541:								60.00
10542	05/19	05/31/2019	790	1134 05/19	CENTURYLINK	Emergency After Hours	5140562050	69.72
10542	05/19	05/31/2019	790	1134 05/19	CENTURYLINK	Emergency After Hours	5140662050	17.43
10542	05/19	05/31/2019	790	1451 05/19	CENTURYLINK	Treatment Plant	3140562050	123.58
10542	05/19	05/31/2019	790	3997 05/19	CENTURYLINK	Well House	2140562050	12.82
10542	05/19	05/31/2019	790	5538 05/19	CENTURYLINK	Telemetry	2140562050	136.88
10542	05/19	05/31/2019	790	5538 05/19	CENTURYLINK	Telemetry	3140562050	136.89
10542	05/19	05/31/2019	790	8414 05/19	CENTURYLINK	Lift Station	3140562050	113.39
Total 10542:								610.71
10543	05/19	05/31/2019	940	05142019	CITY OF SPRINGFIELD	Ambulance Billing Service	0540562111	40.00
Total 10543:								40.00
10544	05/19	05/31/2019	1000	C19212	Coburn Electric	Pulled Septic Pump at Boat Dock - Reco	3140562560	444.00

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 10544:								444.00
10545	05/19	05/31/2019	1120	A221585	COLUMBIA HARDWARE, LLC	Premix 60#, Pier Blocks	2140562560	71.83
10545	05/19	05/31/2019	1120	B239489	COLUMBIA HARDWARE, LLC	Premix 60#	2140562560	3.99-
10545	05/19	05/31/2019	1120	B240095	COLUMBIA HARDWARE, LLC	Misc.	2140562560	40.14
10545	05/19	05/31/2019	1120	B240156	COLUMBIA HARDWARE, LLC	Seed	3140562560	31.99
10545	05/19	05/31/2019	1120	B240221	COLUMBIA HARDWARE, LLC	Misc.	0140462520	37.17
10545	05/19	05/31/2019	1120	B240221	COLUMBIA HARDWARE, LLC	Seed	2140562560	14.99
Total 10545:								192.13
10546	05/19	05/31/2019	1360	131727	DAVID R. CUNNINGHAM	Troubleshoot Network and Computers, Vi	0140162082	840.00
10546	05/19	05/31/2019	1360	131728	DAVID R. CUNNINGHAM	Troubleshoot	0840562110	210.00
Total 10546:								1,050.00
10547	05/19	05/31/2019	6981	9023	Farwest Portable Crushing Inc.	Rock, 3/4"	2140562560	195.42
10547	05/19	05/31/2019	6981	9023	Farwest Portable Crushing Inc.	Rock, 3/4"	3140562560	195.42
Total 10547:								390.84
10548	05/19	05/31/2019	6795	0765001	Ferguson Enterprises Inc. #3011	Meter Adapters and Parts	3140562560	706.93
10548	05/19	05/31/2019	6795	0766587	Ferguson Enterprises Inc. #3011	Meter Adapter	2140562560	44.29
10548	05/19	05/31/2019	6795	0767402	Ferguson Enterprises Inc. #3011	Meter Adapters and Parts	5642363950	6,380.60
10548	05/19	05/31/2019	6795	0767604	Ferguson Enterprises Inc. #3011	Meter Adapters and Parts	5642363950	293.48
Total 10548:								7,425.30
10549	05/19	05/31/2019	7012	17579	Fisher RPM Electric Motor, Inc.	Repair Sewer Pump	5643163941	3,979.58
Total 10549:								3,979.58
10550	05/19	05/31/2019	6854	05312019	Gordon Zimmerman	Mileage to meetings	0140162094	285.04
Total 10550:								285.04
10551	05/19	05/31/2019	7021	I-1657870	Gorge Networks	Internet and Phone	0140162050	225.34
10551	05/19	05/31/2019	7021	I-1657870	Gorge Networks	Internet and Phone	0140162082	261.79
10551	05/19	05/31/2019	7021	I-1657870	Gorge Networks	Internet and Phone	0540562050	233.92

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 10551:								721.05
10552	05/19	05/31/2019	2570	34567	HOOD RIVER NEWS	Notice of Finding of No Significant Impac	3141562030	216.00
Total 10552:								216.00
10553	05/19	05/31/2019	3070	1500636929	LES SCHWAB TIRE CENTER	2004 Ford F550 - 2 new tires	0340562441	296.18
10553	05/19	05/31/2019	3070	1500636929	LES SCHWAB TIRE CENTER	2004 Ford F550 - 2 new tires	2140562441	296.18
10553	05/19	05/31/2019	3070	1500636929	LES SCHWAB TIRE CENTER	2004 Ford F550 - 2 new tires	3140562441	296.18
Total 10553:								888.54
10554	05/19	05/31/2019	3150	05302019	MARIANNE BUMP	Reimburse Mileage - Banking	0140162020	23.20
Total 10554:								23.20
10555	05/19	05/31/2019	4020	ME124595	ODOT-FUEL SALES	Fuel	0340562530	57.97
10555	05/19	05/31/2019	4020	ME124595	ODOT-FUEL SALES	Fuel	0540562420	200.19
10555	05/19	05/31/2019	4020	ME124595	ODOT-FUEL SALES	Fuel	2140562530	197.14
10555	05/19	05/31/2019	4020	ME124595	ODOT-FUEL SALES	Fuel	3140562530	197.14
10555	05/19	05/31/2019	4020	ME124595	ODOT-FUEL SALES	Fuel	5140562200	191.19
10555	05/19	05/31/2019	4020	ME124595	ODOT-FUEL SALES	Fuel	5140662200	43.86
Total 10555:								887.49
10556	05/19	05/31/2019	4060	05222019	Oregon Gov. Finance Officers Assoc.	2019-20 Membership Dues - Marianne B	0140162030	110.00
Total 10556:								110.00
10557	05/19	05/31/2019	4530	11482175	PAPE MACHINERY	Teeth and Pins	5140562201	429.20
10557	05/19	05/31/2019	4530	11482204	PAPE MACHINERY	Bucket Teeth	5140562201	554.41
Total 10557:								983.61
10558	05/19	05/31/2019	7055	915	Pixel Dust Studio	CL Brochure Update, Website Updates,	0840562114	700.00
Total 10558:								700.00
10559	05/19	05/31/2019	4670	1366939	PORT OF CASCADE LOCKS	Bridge Tickets - FD	0540562030	20.00

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Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 10559:								20.00
10560	05/19	05/31/2019	4910	05302019(4)	Professional Pavers & Construction	Refund Deposit Balance	2121130	665.03
Total 10560:								665.03
10561	05/19	05/31/2019	6780	31871337	Ricoh USA, Inc.	Ricoh Printer/Copier/Fax/Scan Lease	0140162120	179.02
Total 10561:								179.02
10562	05/19	05/31/2019	4910	05302019(3)	Susan Storie-Carroll	Refund Overpayment	9911033	69.87
Total 10562:								69.87
10563	05/19	05/31/2019	6110	05302019(5)	U.S. POSTAL SERVICE	Monthly Utility Bills Postage	0140162055	315.33
Total 10563:								315.33
10564	05/19	05/31/2019	6937	385238977	US Bank Equipment Finance	Contract Payment - Principal	5140566001	1,269.22
10564	05/19	05/31/2019	6937	385238977	US Bank Equipment Finance	Contract Payment - Interest	5140566002	24.39
Total 10564:								1,293.61
10565	05/19	05/31/2019	4910	05172019	Virginia Koperski	Refund Deposit Balance	5121130	249.37
Total 10565:								249.37
10566	05/19	05/31/2019	6765	1385961	Walter E. Nelson Co.	Trash Bags	0140462540	185.72
Total 10566:								185.72
10567	05/19	05/31/2019	6690	05232019	WOOSLEY, KATHY	Mileage Reimbursement (various)	0140162020	52.20
10567	05/19	05/31/2019	6690	05302019(2)	WOOSLEY, KATHY	Mileage Reimbursement (various)	0140162020	23.70
Total 10567:								75.90
10568	05/19	05/31/2019	7098	326628	WSP USA Inc.	Professional Planning Services	0140262075	2,057.39

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 10568:								2,057.39
5301901	05/19	05/31/2019	440	APR19-PWR	BPA	May Power Bill	5140562820	63,319.00 M
5301901	05/19	05/31/2019	440	APR19-PWR	BPA	May Power Bill	5140662820	6,613.00 M
Total 5301901:								69,932.00
5301902	05/19	05/31/2019	440	APR19-TRN	BPA	May Transmission Bill	5140562821	9,276.00 M
5301902	05/19	05/31/2019	440	APR19-TRN	BPA	May Transmission Bill	5140662821	969.00 M
Total 5301902:								10,245.00
5301903	05/19	05/31/2019	6080	1035 04/19	U S BANK	Bank Fees	0140162110	377.33 M
Total 5301903:								377.33
5301904	05/19	05/31/2019	6090	2305 05/19	U S BANK CC	DRI CrashPlan	0140162082	19.98 M
5301904	05/19	05/31/2019	6090	2305 05/19	U S BANK CC	Supplies	0140462520	139.95 M
5301904	05/19	05/31/2019	6090	2305 05/19	U S BANK CC	Supplies	0540562350	97.90 M
5301904	05/19	05/31/2019	6090	2305 05/19	U S BANK CC	Supplies	0540562351	13.99 M
5301904	05/19	05/31/2019	6090	2305 05/19	U S BANK CC	OR Health Authority	0540562860	560.00 M
5301904	05/19	05/31/2019	6090	2305 05/19	U S BANK CC	Motel(s)/Travel	0840562020	1,143.87 M
Total 5301904:								1,975.69
5301905	05/19	05/31/2019	6090	5243 05/19	U S BANK CC	OCCMA Conference	0140162020	432.00 M
5301905	05/19	05/31/2019	6090	5243 05/19	U S BANK CC	Meals	0540562020	5.00 M
5301905	05/19	05/31/2019	6090	5243 05/19	U S BANK CC	Meals	5140562020	21.88 M
Total 5301905:								458.88
5301906	05/19	05/31/2019	6090	2671 05/19	U S BANK CC	Supplies	0540562351	199.98 M
5301906	05/19	05/31/2019	6090	2671 05/19	U S BANK CC	Supplies	0540562440	68.22 M
5301906	05/19	05/31/2019	6090	2671 05/19	U S BANK CC	OR Health Authority	0540562860	165.00 M
Total 5301906:								433.20
5301907	05/19	05/31/2019	6090	4393 05/19	U S BANK CC	OR Secretary of State	0140162010	23.00 M

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 5301907:								23.00
Grand Totals:								109,956.14

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-21010	.00	5,588.16-	5,588.16-
01-401-62010	23.00	.00	23.00
01-401-62020	531.10	.00	531.10
01-401-62030	110.00	.00	110.00
01-401-62050	225.34	.00	225.34
01-401-62055	315.33	.00	315.33
01-401-62082	1,121.77	.00	1,121.77
01-401-62094	285.04	.00	285.04
01-401-62110	377.33	.00	377.33
01-401-62120	179.02	.00	179.02
01-402-62075	2,057.39	.00	2,057.39
01-404-62520	177.12	.00	177.12
01-404-62540	185.72	.00	185.72
03-21010	.00	354.15-	354.15-
03-405-62441	296.18	.00	296.18
03-405-62530	57.97	.00	57.97
05-21010	.00	1,644.06-	1,644.06-
05-405-62020	41.00	.00	41.00
05-405-62030	20.00	.00	20.00
05-405-62050	237.78	.00	237.78
05-405-62111	40.00	.00	40.00
05-405-62350	97.90	.00	97.90
05-405-62351	213.97	.00	213.97
05-405-62420	200.19	.00	200.19
05-405-62440	68.22	.00	68.22
05-405-62860	725.00	.00	725.00
08-21010	.00	2,933.87-	2,933.87-
08-405-62020	1,143.87	.00	1,143.87
08-405-62110	1,090.00	.00	1,090.00
08-405-62114	700.00	.00	700.00
21-21010	3.99	1,734.72-	1,730.73-
21-21130	665.03	.00	665.03
21-405-62050	149.70	.00	149.70
21-405-62150	60.00	.00	60.00
21-405-62441	296.18	.00	296.18
21-405-62530	197.14	.00	197.14
21-405-62560	366.67	3.99-	362.68
31-21010	.00	2,461.52-	2,461.52-

GL Account	Debit	Credit	Proof
31-405-62050	373.86	.00	373.86
31-405-62441	296.18	.00	296.18
31-405-62530	197.14	.00	197.14
31-405-62560	1,378.34	.00	1,378.34
31-415-62030	216.00	.00	216.00
51-12011	1,419.00	.00	1,419.00
51-21010	.00	84,520.12-	84,520.12-
51-21130	249.37	.00	249.37
51-405-62020	21.88	.00	21.88
51-405-62050	123.17	.00	123.17
51-405-62200	191.19	.00	191.19
51-405-62201	983.61	.00	983.61
51-405-62820	63,319.00	.00	63,319.00
51-405-62821	9,276.00	.00	9,276.00
51-405-66001	1,269.22	.00	1,269.22
51-405-66002	24.39	.00	24.39
51-406-62050	17.43	.00	17.43
51-406-62200	43.86	.00	43.86
51-406-62820	6,613.00	.00	6,613.00
51-406-62821	969.00	.00	969.00
56-21010	.00	10,653.66-	10,653.66-
56-423-63950	6,674.08	.00	6,674.08
56-431-63941	3,979.58	.00	3,979.58
99-11033	69.87	.00	69.87
99-21010	.00	69.87-	69.87-
Grand Totals:	109,964.12	109,964.12-	.00

Report Criteria:
Report type: GL detail

M = Manual Check, V = Void Check

RECEIVED
MAY 14 2019

City of Cascade Locks, Oregon

DATE AND TIME RECEIVED: BY: Drop box 8:00AM

Application for City Boards, Commissions, Task Forces and Committees

(Check one below)

Budget Committee _____ **Planning Commission** _____ **Tourism Committee** __X____ **Other** _____

NAME: _Mila Kickert_____ HOME PHONE: _____

MAILING ADDRESS: Cascade Locks, OR 97014____ CELL PHONE: _____

EMAIL ADDRESS: _____

Do you live within the city limits? Yes __X____ No _____

How long have you lived in the City? ____6 months_____

1. Why are you interest in serving?
   I work in the tourism business and believe that the logical step for the city of Cascade Locks is to grow its eco-tourism business and become a destination for locals and tourists around the world.

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

3. What experiences have you had with City Committees, Boards, or Commissions?
   I have been involved with committees and board membership within the realm of tourism for the last decade working for the German National Tourist Board and my current employment with Avanti Destinations.

4. What special skills or interests do you think you bring to this effort?
   I will bring knowledge of over 30 county visits and ten years of working in the tourism business. My current position takes me around the globe to as many as 10 countries a year. With this knowledge of travel I can be very helpful with helping to design programs that will help create a sense of identity for the city of Cascade Locks.

APPLICANT SIGNATURE _____ DATE: 4/12/19

Thank you. We appreciate your willingness to serve.

AGENDA ITEM NO: 5b

CASCADE LOCKS STAFF REPORT

Date Prepared: June 4, 2019

For City Council Meeting on: June 10, 2019

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve Gorge Hubs Notice to Proceed

SYNOPSIS: The City has been seeking funding for improvements to Overlook Park.

I have not been successful in seeking funding for this project from the USDA or from ODOT funding for the Overlook Park Overcrossing.

This is an important project because it will represent the new face of Cascade Locks. It will tie in the bike and pedestrian tourists and the Historic Columbia River Highway into our community. It will be the first step onto a crossover into the Marine Park. It will improve and enhance an existing park.

I believe we can accomplish this dramatic improvement through a combination of in-kind work by the City Public Works crew and the use of other City funds to make up the shortfall.

Here are our current revenues for this project:

OPRD #1	$ 125,000
OPRD #2	75,000
Travel Oregon	20,000
Cycle Oregon	4,000
City of Cascade Locks	75,000
	$ 299,000

Here are the project costs as outlined in the bid paperwork:

Mobilization	$ 71,550
Paving&Surfacing	119,520
Appurtences&Landscaping	76,500
Lighting, Electical and Utilities	$ 61,000
	$ 328,570

Bathroom Components	67,419
Engineering	25,000
	$ 420,989

This leaves a gap of $121,989.

If we just did the bathroom and the parking lot, the estimated cost would be about $236,939. But we would definitely lose the $20,000 of Travel Oregon funding, and may lose some or all of the Oregon Parks and Recreation funding of $200,000. The City would then just rebuild the parking lot at an estimated cost of $120,000, which is more than we currently have budgeted.

This is a summary of the work that our Public Works Crew can do:

Parking Lot, Sidewalks Demolition	$ 30,000
Water Service Connection	7,500
Sewer Service Connection	7,500
	$ 45,000

If the Public Works crew does the work outlined above, we are only $76,989 short of the contracted amount. Here is one option that uses other City funds to make this work:

		Available
Cost of Sidewalk/Driveway (From Street Capital Reserve)	$ 44,650	$ 137,200
Bike/Ped Path Funding	$ 2,350	$ 2,350
Parks SDC Funding	$ 9,989	$ 74,625
In Kind City Crew Work	$ 45,000	
Tourism Capital Projects Fund	$ 20,000	$ 65,150
	$ 121,989	

The contractor has offered to finance the difference over two or three years if that would help. They would charge us the prime rate plus 1%, which would be 6.5% today.

There may be other items we can cut from the budget to reduce the cost.

CITY COUNCIL OPTIONS: Accept, modify, or reject the proposal.

RECOMMENDED MOTION: Council discussion and decision.

City of Cascade Locks
Overlook Park Gorge Hub Improvements
Bid Date: Thursday, May 2, 2019 @ 2PM

BID TABULATION				1 Lee Contractors	2 Tapani, Inc.	3 Crestline Construction
Basic Bid Items:		Units		Unit / Total	Unit / Total	Unit / Total
A. Site Preparation						
A.1	Mobilization	1	LS	$ 30,000.00	$ 41,500.00	$ 45,000.00
				$ 30,000.00	$ 41,500.00	$ 45,000.00
A.2	Temporary Protection & Direction of Traffic	1	LS	$ 2,500.00	$ 2,000.00	$ 4,300.00
				$ 2,500.00	$ 2,000.00	$ 4,300.00
A.3	Erosion & Sediment Control	1	LS	$ 2,500.00	$ 5,000.00	$ 750.00
				$ 2,500.00	$ 5,000.00	$ 750.00
A.4	Clearing & Grubbing & Site Restoration	1	LS	$ 2,500.00	$ 4,000.00	$ 7,000.00
				$ 2,500.00	$ 4,000.00	$ 7,000.00
A.5	Saw Cut AC & Concrete	350	LF	$ 3.00	$ 3.00	$ 3.00
				$ 1,050.00	$ 1,050.00	$ 1,050.00
A.6	Common Excavation	10	CY	$ 300.00	$ 500.00	$ 50.00
				$ 3,000.00	$ 5,000.00	$ 500.00
A.7	Parking Lot, Existing Sidewalks and Misc. Demolition	1	LS	$ 30,000.00	$ 11,000.00	$ 10,000.00
				$ 30,000.00	$ 11,000.00	$ 10,000.00
	Subtotal Site Preparation			$ 71,550.00	$ 69,550.00	$ 68,600.00
Basic Bid Items:		Units		Unit / Total	Unit / Total	Unit / Total
B. Paving & Surfacing						
B.1	1" Minus Crushed Rock Base	190	Tons	$ 40.00	$ 60.00	$ 49.00
				$ 7,600.00	$ 11,400.00	$ 9,310.00
B.2	6"-Wide Extruded Curb for Landscape Islands	110	LF	$ 24.00	$ 32.00	$ 26.00
				$ 2,640.00	$ 3,520.00	$ 2,860.00
B.3	6"-Wide Type "C" Concrete Curb with 2" of Leveling Rock	370	LF	$ 50.00	$ 42.00	$ 33.00
				$ 18,500.00	$ 15,540.00	$ 12,210.00
B.4	4" Concrete 10-foot-wide Sidewalk including Exacavation, 2" Leveling Rock and All Sign Relocation / Installation	110	SY	$ 165.00	$ 89.00	$ 86.00
				$ 18,150.00	$ 9,790.00	$ 9,460.00
B.5	4" Colored Concrete 9-foot-wide Sidewalk including Excavation and 2" Leveling Rock	90	SY	$ 175.00	$ 105.00	$ 108.00
				$ 15,750.00	$ 9,450.00	$ 9,720.00
B.6	4" Concrete Restroom Plaza including Excavation and 2" Leveling Rock	120	SY	$ 175.00	$ 100.00	$ 87.00
				$ 21,000.00	$ 12,000.00	$ 10,440.00
B.7	6" Concrete Driveways, including Welded Wire Fabric and 2" Leveling Rock	70	SY	$ 175.00	$ 80.00	$ 97.00
				$ 12,250.00	$ 5,600.00	$ 6,790.00
B.8	ADA Detectable Warning Tile (5' x 2')	3	Ea.	$ 1,000.00	$ 400.00	$ 375.00
				$ 3,000.00	$ 1,200.00	$ 1,125.00
B.9	1/2" Dense Mix AC Pavement, Level 2 for 2" Parking Lot	145	Tons	$ 115.00	$ 130.00	$ 112.00
				$ 16,675.00	$ 18,850.00	$ 16,240.00
B.10	4" Wide White Thermoplastic Parking Lot Striping	685	LF	$ 3.00	$ 9.00	$ 5.00
				$ 2,055.00	$ 6,165.00	$ 3,425.00
B.11	ADA Parking Space including All Striping, Decals, Signage	1	LS	$ 500.00	$ 1,300.00	$ 475.00
				$ 500.00	$ 1,300.00	$ 475.00
B.12	Concrete Parking Lot Wheel Stops	4	Ea.	$ 350.00	$ 160.00	$ 130.00
				$ 1,400.00	$ 640.00	$ 520.00
	Subtotal Paving & Surfacing			$ 119,520.00	$ 95,455.00	$ 82,575.00
Basic Bid Items:		Units		Unit / Total	Unit / Total	Unit / Total
C. Appurtenances and Landscaping						
C.1	Park Entrance Monuments	2	Ea.	$ 2,500.00	$ 6,000.00	$ 1,975.00
				$ 5,000.00	$ 12,000.00	$ 3,950.00
C.2	Prefabricated Restroom and Shower Facility Installation	1	LS	$ 50,000.00	$ 146,000.00	$ 218,000.00
				$ 50,000.00	$ 146,000.00	$ 218,000.00
C.3	Fix-It Repair Station Relocation and Installation	1	LS	$ 500.00	$ 1,300.00	$ 575.00
				$ 500.00	$ 1,300.00	$ 575.00
C.4	New Stone Benches along Wa Na Pa Street	3	Ea.	$ 2,500.00	$ 5,500.00	$ 3,600.00
				$ 7,500.00	$ 16,500.00	$ 10,800.00
C.5	Relocate Pacific Crest Trail Monument	1	LS	$ 500.00	$ 1,500.00	$ 2,400.00
				$ 500.00	$ 1,500.00	$ 2,400.00
C.6	New Cedar Plank Seating Benches on Rock Wall	1	LS	$ 1,500.00	$ 5,000.00	$ 11,700.00
				$ 1,500.00	$ 5,000.00	$ 11,700.00
C.7	Pergola Upgrade Including New Coating System	1	LS	$ 5,000.00	$ 19,000.00	$ 20,000.00
				$ 5,000.00	$ 19,000.00	$ 20,000.00
C.8	Existing Patio Paver Cleaning and Sealing	1	LS	$ 2,500.00	$ 4,250.00	$ 6,100.00
				$ 2,500.00	$ 4,250.00	$ 6,100.00
C.9	Planting Beds Soil Preparation	400	SF	$ 5.00	$ 8.00	$ 2.00
				$ 2,000.00	$ 3,200.00	$ 800.00
C.10	Plants and Trees	1	LS	$ 2,000.00	$ 2,300.00	$ 10,000.00
				$ 2,000.00	$ 2,300.00	$ 10,000.00
	Subtotal Appurtenances and Landscaping			$ 76,500.00	$ 211,050.00	$ 284,325.00
Basic Bid Items		Units		Unit / Total	Unit / Total	Unit / Total
D. Lighting, Electrical and Utilities						
D.1	New Light Posts Installation in Parking Lot	3	Ea.	$ 5,000.00	$ 6,150.00	$ 5,000.00
				$ 15,000.00	$ 18,450.00	$ 15,000.00
D.2	New Light Posts Installation on Existing Rock Wall Bases	2	Ea.	$ 2,500.00	$ 5,535.00	$ 3,500.00
				$ 5,000.00	$ 11,070.00	$ 7,000.00
D.3	Electrical Trenching with Backfill and Compaction	300	LF	$ 10.00	$ 20.00	$ 45.00
				$ 3,000.00	$ 6,000.00	$ 13,500.00
D.4	Electrical Conduit	300	LF	$ 10.00	$ 7.50	$ 5.00
				$ 3,000.00	$ 2,250.00	$ 1,500.00
D.5	Electrical Service Connection to Prefabricated Restroom Facility	1	Ea.	$ 20,000.00	$ 5,000.00	$ 6,300.00
				$ 20,000.00	$ 5,000.00	$ 6,300.00
D.6	Water Service Installation and Connection to Prefabricated Restroom Facility	1	LS	$ 7,500.00	$ 4,200.00	$ 8,600.00
				$ 7,500.00	$ 4,200.00	$ 8,600.00
D.7	Sanitary Sewer Service Installation and Connection to Prefabricated Restroom Facility	1	LS	$ 7,500.00	$ 2,400.00	$ 2,000.00
				$ 7,500.00	$ 2,400.00	$ 2,000.00
	Subtotal Lighting, Electrical and Utilities			$ 61,000.00	$ 49,370.00	$ 53,900.00
	TOTAL BASIC BID			$ 328,570.00	$ 425,425.00	$ 489,400.00

Red denotes variation from written bid, after calculation

AGENDA ITEM NO: 5C

CASCADE LOCKS STAFF REPORT

Date Prepared: May 14, 2019

For City Council Meeting on: June 10, 2019

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve Resolution No. 1416 Authorizing the Issuance of a Wastewater Revenue Bond

SYNOPSIS: The USDA Rural Development and Business Oregon Infrastructure Finance Authority have agreed to finance the repairs required for the Wastewater Facilities Improvement Project (WWFIP). The total amount of the project is $5,556,600 to (1) install a pH adjustment system to the Wastewater Treatment Plant, (2) repair the main lift station and high priority collection system mainlines, (3) install new headworks, (4) repair the flow control valve, (5) repair the sequencing batch reactor, (6) upgrade the ultraviolet light disinfection system, (7) enhance the sludge management system, (8) fund of a reserve account, if any, and (9) pay the costs related to the financing.

Part of the process of completing this project is the approval of the City Council to sell a revenue bond that would be repaid by the increased rates which the Council approved on April 22. With the passage of this resolution and the approval of Rural Development, the City can proceed with the Wastewater Facilities Improvement Project.

CITY COUNCIL OPTIONS: Approve or reject Resolution No. 1416.

RECOMMENDED MOTION: "I move to approve Resolution No. 1416 authorizing a revenue bond to repay the USDA and Business Oregon loans."

RESOLUTION NO. 1416

RESOLUTION AUTHORIZING THE ISSUANCE OF A WASTEWATER REVENUE BOND AND DIRECTING THE PUBLISHING OF A NOTICE OF INTENT TO ISSUE A WASTEWATER REVENUE BOND IN COMPLIANCE WITH OREGON STATUTES AND EVIDENCING ITS OFFICIAL INTENT TO REIMBURSE CAPITAL EXPENDITURES.

WHEREAS, the City of Cascade Locks, Oregon (the "City") desires to undertake improvements to the City's wastewater system including, but not limited to: (1) installing a pH adjustment system to the Wastewater Treatment Plant, (2) repairing the main lift station and high priority collection system mainlines, (3) installing new headworks, (4) repairing the flow control valve, (5) repairing the sequencing batch reactor, (6) upgrading the ultraviolet light disinfection system, (7) enhancing the sludge management system, (8) funding of a reserve account, if any, and (9) paying costs related to the financing; and

WHEREAS, the City finds it desirable to obtain authority to issue a revenue bond (the "Revenue Bond") pursuant to Oregon Revised Statutes ("ORS") 287A.150, in an amount not to exceed $5,600,000 to finance the construction of the Improvements, funding of a reserve account, if any, and payment of the costs of issuance of the Revenue Bond and to pledge to the repayment of the Revenue Bond the net revenues of the City's wastewater system.

WHEREAS, United States Treasury Regulation Section 1.150-2 sets forth certain requirements that must be complied with in order for the reimbursement with proceeds of a bond to qualify as an expenditure of bond proceeds.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF CASCADE LOCKS, OREGON AS FOLLOWS:

Section 1. The City hereby authorizes the issuance of a Revenue Bond in a principal amount not to exceed $5,600,000 for the purpose of financing the cost of the Improvements, the cost of issuance of the Revenue Bond and related costs.

Section 2. The Revenue Bond shall not be a general obligation of the City nor a charge upon the tax revenues of the City but shall be payable solely from the revenues of the City's wastewater system and such funds shall be pledged to the payment of principal of and interest on the Revenue Bond.

Section 3. The City hereby designates the Revenue Bond for purposes of paragraph (3) of Section 265(b) of the Internal Revenue Code of 1986, as amended (the "Code") as a "qualified tax-exempt obligation" and covenants that the Revenue Bond does not constitute a private activity bond as defined in Section 141 of the Code, and that not more than $10,000,000 aggregate principal amount of obligations, the interest on which is excludable under Section

103(a) of the Code from gross income for federal income tax purposes (excluding, however, private activity bonds other than qualified 501(c)(3) bonds) including the Revenue Bond, have been or shall be issued by the City, including all subordinate entities of the City, if any, during the calendar year in which the Revenue Bond is issued.

Section 4. The City Administrator is authorized and directed to publish a Notice of Intent to Issue a Revenue Bond, describing the purposes for which the Revenue Bond is to be issued, in the form attached hereto as Exhibit A, in one issue of the Hood River News, a newspaper of general circulation within the geographical boundaries of the City, and in the same manner as are other public notices of the City. The Revenue Bond may not be sold, nor shall a purchase agreement be executed, for at least 60 days following publication of the Notice of Intent to Issue a Revenue Bond.

Section 5. Electors residing within the geographical boundaries of the City may file a petition with the City asking to have the question of whether to issue the Revenue Bond referred to a vote. If the City receives petitions containing valid signatures of not less than five percent (5%) of the City's electors, the question of issuing the Revenue Bond shall be placed on the ballot at the next legally available election date. In the event the City receives such a petition within (60) days from publication of the Notice of Intent to Issue a Revenue Bond, the Revenue Bond shall not be sold until this Resolution is approved by a majority of the electors of the City voting on this Resolution.

Section 6. It is the reasonable official intent of the City to reimburse itself for the capital expenditures associated with the Improvements with the proceeds of the Revenue Bond in the principal amount not to exceed $5,600,000. This declaration of official intent is given pursuant to United States Treasury Regulations Section 1.150-2.

Section 7. The City has appointed Mersereau Shannon LLP to serve as bond counsel in connection with the issuance of the Revenue Bond.

DATED this 10th day of June, 2019.

_____
Tom Cramblett, Mayor

ATTEST:

_____
Kathy Woosley, City Recorder

CITY OF CASCADE LOCKS, OREGON
NOTICE OF INTENT TO ISSUE A REVENUE BOND

NOTICE IS HEREBY GIVEN that on June 10, 2019 the City Council of the City of Cascade Locks, Oregon (the "City") adopted Resolution No. 1416 authorizing the issuance of a revenue bond (the "Bond") as authorized by Oregon Revised Statutes 287A.150, in an amount not to exceed $3,800,000 for the purpose of financing improvements to the City's wastewater system including, but not limited to: (1) installing a pH adjustment system to the Wastewater Treatment Plant, (2) repairing the main lift station and high priority collection system mainlines, (3) installing new headworks, (4) repairing the flow control valve, (5) repairing the sequencing batch reactor, (6) upgrading the ultraviolet light disinfection system, (7) enhancing the sludge management system, (8) funding of a reserve account, if any, and (9) paying costs related to the financing.

Principal of and interest on the Bond shall be paid solely from the revenues of the City's wastewater system and shall not be a general obligation of the City nor a charge upon the tax revenues of the City.

Electors residing within the City may file a petition with the City within sixty (60) days of the publication of this notice asking to have the question of whether to issue the Bond referred to a vote. If not less than five percent (5%) of the City's registered electors sign such petition and it is filed with the City within sixty (60) days of the publication of this notice, the question of issuing such Bond shall be placed on the ballot at the next legally available election date. If sufficient petitions are not filed, the City may proceed to issue the Bond.

Resolution No. 1416 is available for inspection at the office of the City Recorder, 140 S.W. WaNaPa, Cascade Locks, OR 97014.

CITY OF CASCADE LOCKS, OREGON

AGENDA ITEM NO 5d

STAFF REPORT

Date Prepared: 5/29/2019

For City Council Meeting on: 6/10/19

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 2019-2020.

CITY COUNCIL OPTIONS:

1. Approve Resolution No. 1417 as presented.
2. Establish other direction for staff to proceed
3. Take no action

RECOMMENDATION: The City Council, by motion, approves Resolution No. 1417 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 FY19-20 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. 1417

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 May 1, 2019; 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 10, 2019;

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 2019/2020.

SECTION 2. Effective Date. Upon adoption by the City Council and approval of the Mayor, this resolution shall become effective on July 1, 2019.

SECTION 3. Expiration. This Resolution shall remain in effect and shall expire on June 30, 2020.

ADOPTED by the City Council this **10th** day of **June**, 2019.

APPROVED by the Mayor this **10th** day of **June**, 2019.

_____
Mayor

ATTEST:

_____
City Recorder

I certify that a public hearing before the Budget Committee was held on May 1, 2019 and a public hearing before the City Council was held on June 10, 2019, giving citizens an opportunity to comment on use of State Revenue Sharing.

_____
Budget Officer

AGENDA ITEM NO 5e

STAFF REPORT

Date Prepared: 5/29/2019

For City Council Meeting on: 6/10/2019

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 2019-2020, 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 30th.

CITY COUNCIL OPTIONS:

1. Approve Resolution No. 1418 as presented.
2. Establish other direction for staff to proceed
3. Take no action

RECOMMENDATION: The City Council, by motion, approves Resolution No. 1418 approving the Municipal Corporate Budget for FY 2019-2020, 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. 1418

A RESOLUTION ADOPTING THE MUNICIPAL CORPORATE BUDGET FOR FY 2019-2020, 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 **$18,631,172** 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, 2019 and for the purposes shown are herby appropriated as follows:

GENERAL FUND		
Administration Department		792,733
Planning Department		32,600
Agency		8,890
Property Department		94,555
Museum Program		2,000
Government/Community Relations Program		20,311
Police Program		96,040
Capital Outlays		14,900
Interfund Transfers		268,404
Debt Service		-
Contingency		53,206
TOTAL GENERAL FUND	**$**	**1,383,639**
SYSTEM DEVELOPMENT FUND		
Parks/Recreation Department		93,000
Water Department		143,500
Sewer Department		205,500
Interfund Transfers		-
TOTAL SYSTEM DEVELOPMENT FUND	**$**	**442,000**
STREET FUND		
Street Department		118,243
Interfund Transfers		101,000
Contingency		31,557
TOTAL STREET FUND	**$**	**250,800**
EMERGENCY SERVICES FUND		
EMS Department		524,695
Interfund Transfers		-
Debt Service		918
Contingency		23,991
TOTAL EMERGENCY SERVICES FUND	**$**	**549,604**

GRANTS FUND		
Sewer Department		-
Planning Department		1,000
Tourism		-
Property		-
Street		469,000
Interfund Transfers		-
Capital Outlays		-
TOTAL GRANTS FUND	**$**	**470,000**
TOURISM FUND		
Tourism Department		104,250
Interfund Transfers		-
Contingency		6,250
TOTAL TOURISM FUND	**$**	**110,500**
CEMETERY FUND		
Property Department		7,865
Interfund Transfers		-
Contingency		-
TOTAL CEMETERY FUND	**$**	**7,865**
WATER FUND		
Water Department		1,783,935
Interfund Transfers		307,000
Contingency		161,165
TOTAL WATER FUND	**$**	**2,252,100**
CEMETERY TRUST FUND		
Interfund Transfers		4,115
Reserve		4,885
TOTAL CEMETERY TRUST FUND	**$**	**9,000**
WATER SYSTEM IMROVEMENT PROJECT FUND		
Debit Service		254,529
TOTAL WATER SYSTEM IMPROVEMENT PROJECT FUND	**$**	**254,529**
CORROSION CONTROL TREATMENT FUND		
Debit Service		33,442
TOTAL CORROSION CONTROL TREATMENT FUND	**$**	**33,442**
SEWER FUND		
Sewer Department		5,919,663
Interfund Transfers		126,061
Contingency		100,376
TOTAL SEWER FUND	**$**	**6,146,100**
SEWER BOND FUND - 1998		
Interfund Transfers		-
TOTAL SEWER BOND FUND	**$**	**-**

SEWER BOND REFINANCE 2018		
Debit Service		72,225
TOTAL SEWER BOND REFINANCE 2018	$	**72,225**
SEWER FACILITIES PROJECT FUND		
Debit Service		56,000
TOTAL SEWER FACILITIES PROJECT FUND	$	**56,000**
CATV/TELECOM FUND		
Interfund Transfers		-
TOTAL CATV FUND	$	-
LIGHT FUND		
Electrical Department		5,164,616
Interfund Transfers		78,600
Debt Service		10,559
Contingency		58,675
TOTAL LIGHT FUND	$	**5,312,450**
CAPITAL RESERVE FUND - 2008		
Street Department		78,561
Street Department-Bike Path/Sidewalk		3,400
Street Department-Interfund Transfer		75,000
Property Department		25,000
Administration Department		68,252
EMS Department		115
EMS Department - Memorial Reserve		690
Tourism Department		67,900
Water Department		307,000
Water Department - Meters		64,000
Water Department - Hydrant Meters		41,000
Sewer Department		401,000
Electric Department		149,000
Electric Department-Interfund Transfer		-
TOTAL CAPITAL RESERVE FUND	$	**1,280,918**
GRAND TOTAL APPROPRIATIONS ALL FUNDS	$	**18,631,172**

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 2019-2020 upon the assessed value of all taxable property within the district as of 12:01 AM, July 1, 2019.

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

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 **10th** day of **June**, 2019.

APPROVED by the Mayor this **10th** day of **June**, 2019.

_____
Mayor

ATTEST:

_____
City Recorder

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					GENERAL FUND		
					REVENUE		
254,105	270,336	245,000	307,425	01-301-40010	BEGINNING FUND BALANCE	256,000	256,000
218,263	235,401	231,000	247,863	01-301-43100	PROPERTY TAX INCOME	260,000	260,000
75	-	-	400	01-301-43110	FINES AND FORFEITURES	-	-
4,386	4,486	4,200	1,709	01-301-43120	TELEPHONE FRANCHISE FEES	2,000	2,000
1,000	1,000	1,000	-	01-301-43122	GARBAGE SERVICE FRANCHISE FEES	1,000	1,000
160,059	154,010	154,000	102,039	01-301-43130	TRANSIENT ROOM TAX ASSESSMENT	158,000	158,000
19,029	20,510	24,000	14,763	01-301-43140	STATE LIQUOR TAX PRORATION	24,000	24,000
66,337	68,448	66,900	55,741	01-301-43151	INTERNAL PAYMENTS: ELECTRIC (5%)	67,948	67,948
11,024	12,361	11,500	8,856	01-301-43152	INTERNAL PAYMENTS: WATER (5%)	10,800	10,800
19,071	19,853	25,384	15,736	01-301-43153	INTERNAL PAYMENTS: SEWER (5%)	20,000	20,000
17,837	17,157	17,000	13,924	01-301-43157	INTERNAL PAYMENTS: SB/ELECTRIC (5%)	16,753	16,753
29,850	29,900	29,850	22,338	01-301-43159	USE OF CITY PROPERTY FEES	29,850	29,850
1,573	2,774	1,000	1,605	01-301-43280	MISCELLANEOUS REVENUE	1,400	1,400
1,600	1,600	-	-	01-301-43285	LIBRARY REVENUE - MOU	-	-
307	237	100	82	01-301-43290	COPY MACHINE REVENUE	100	100
142	163	150	144	01-301-43291	FAX MACHINE REVENUE	150	150
1,239	548	200	956	01-301-43292	INFORMATION SERVICE FEES	200	200
1,571	1,575	1,585	821	01-301-43410	CIGARETTE TAX PRORATION	1,400	1,400
11,692	13,796	10,000	8,642	01-301-43431	PLANNING FEES	10,000	10,000
225	-	10,000	3,098	01-301-43432	PLANNING ENGINEERING ESTIMATE	10,000	10,000
650	420	300	340	01-301-43501	CITY HALL RENTAL	300	300
2,547	4,092	2,500	5,498	01-301-43550	INTEREST INCOME	5,000	5,000
12,269	29,373	15,000	10,542	01-301-43630	STATE REVENUE SHARING	12,000	12,000
67	20,000	-	-	01-301-43669	TRANSFER FROM OTHER FUNDS	-	-
834,919	**908,039**	**850,669**	**822,520**			**886,901**	**886,901**
					ADMINISTRATIVE OVERHEAD		
15,066	14,971	14,855	11,141	01-301-43703	Streets Administration (Personnel Services)	16,718	16,718
54,143	75,605	79,747	59,810	01-301-43705	EMS Administration (Personnel Services)	107,338	107,338
25,103	25,028	25,761	19,321	01-301-43721	Water Administration (Personnel Services)	29,524	29,524
7,274	7,977	9,871	7,403	01-301-43731	Sewer Administration (Personnel Services)	11,350	11,350
162,052	186,144	187,807	140,855	01-301-43751	City Light Administration (Personnel Services)	148,484	148,484
263,638	**309,725**	**318,041**	**238,531**		**Total Administrative Personnel Services**	**313,414**	**313,414**
2,270	2,220	2,210	1,658	01-301-43803	Streets Administration (Materials/Services)	1,912	1,912
10,033	10,134	11,046	8,285	01-301-43805	EMS Administration (Materials/Services)	9,546	9,546
19,318	21,548	17,262	12,947	01-301-43821	Water Administration (Materials/Services)	22,511	22,511
21,839	22,732	24,930	18,698	01-301-43831	Sewer Administration (Materials/Services)	23,246	23,246
113,689	114,891	124,216	93,162	01-301-43851	City Light Administration (Materials/Services)	126,109	126,109
167,149	**171,525**	**179,664**	**134,748**		**Total Administrative Materials/Services**	**183,324**	**183,324**
430,787	**481,250**	**497,705**	**373,279**		**TOTAL ADMINISTRATIVE OVERHEAD**	**496,738**	**496,738**
1,265,706	**1,389,289**	**1,348,374**	**1,195,798**		**REVENUE PLUS OVERHEAD**	**1,383,639**	**1,383,639**

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					GENERAL FUND		
					ADMINISTRATION		
					EXPENSE - PERSONNEL SERVICES		
77,604	84,226	87,506	63,269	01-401-61010	CITY ADMINISTRATOR	92,500	92,500
58,183	61,804	63,342	46,284	01-401-61020	FINANCE OFFICER	65,553	65,553
61,480	64,598	66,912	48,898	01-401-61025	CITY RECORDER	69,256	69,256
-	24,892	34,445	25,569	01-401-61030	DEPUTY RECORDER .5 FTE/.5 FTE UTILITY SUPPORT	36,167	36,167
32,754	26,672	34,445	20,002	01-401-61031	ACCOUNTING CLERK	34,445	34,445
31,282	32,773	33,390	24,396	01-401-61033	RECEPTIONIST/CASHIER	35,053	35,053
19,294	21,608	24,534	17,012	01-401-61050	FICA	25,584	25,584
(119)	(494)	1,533	846	01-401-61060	WORKER'S COMP	605	605
132	142	176	100	01-401-61065	WORKER'S BENEFIT FUND	151	151
74,744	76,833	92,675	56,890	01-401-61070	HEALTH INSURANCE	84,841	84,841
76,987	85,162	98,393	68,171	01-401-61080	PERS (PENSION)	117,167	117,167
212	292	321	229	01-401-61090	UNEMPLOYMENT	334	334
471	546	672	203	01-401-61155	CAMERA OPERATOR	-	-
-	-	-	-	01-401-61157	OVERTIME	1,461	1,461
433,025	479,053	538,344	371,871			563,117	563,117
					EXPENSE - MATERIAL/SERVICES		
5,732	9,025	10,000	6,519	01-401-62010	OFFICE SUPPLIES	10,000	10,000
8,242	9,083	12,700	10,311	01-401-62020	TRAVEL & TRAINING INVESTMENT	13,100	13,100
4,999	5,670	5,800	6,069	01-401-62030	DUES, PUBLICATIONS, NOTICES	6,154	6,154
6,066	5,314	4,900	2,822	01-401-62050	TELEPHONE	4,000	4,000
4,884	5,175	6,225	4,288	01-401-62055	POSTAGE	6,405	6,405
37,590	36,689	39,700	35,228	01-401-62060	INSURANCE (EXCESS CRIME,LIABILITY, PROPERTY)	37,480	37,480
25,500	26,250	37,000	32,400	01-401-62080	CONTRACT SVC - AUDIT	42,350	42,350
849	1,268	3,500	200	01-401-62081	COMPUTER LICENSE	1,000	1,000
30,004	40,140	65,635	35,778	01-401-62082	CONTRACT SVC - COMPUTER	59,345	59,345
2,788	3,082	4,000	3,221	01-401-62094	CONTRACT SVC-CITY ADMINISTRATOR EXPENSE ACCOUNT	4,000	4,000
14,445	14,611	18,000	9,600	01-401-62100	CONTRACT SVC - ATTORNEY	18,000	18,000
6,879	6,781	8,225	5,190	01-401-62110	CONTRACT SVC - MISC	8,722	8,722
2,766	2,766	3,000	1,920	01-401-62120	CONTRACT SVC - MACHINES	3,060	3,060
579	692	-	-	01-401-62870	MISC & LEGAL EXPENSES	-	-
15,243	15,582	16,000	10,859	01-401-62552	UTILITIES - CITY HALL	16,000	16,000
166,565	182,128	234,685	164,405			229,616	229,616
					EXPENSE - CAPITAL OUTLAY		
391	6,685	8,000	-	01-401-63946	COMPUTER EQUIPMENT SERVERS & CHANNEL 23	8,000	8,000
-	1,987	6,000	-	01-401-63861	OFFICE FURNITURE	4,500	4,500
-	8,672	14,000	-			12,500	12,500
					INTER FUND TRANSFERS		
30,000	-	-	-	01-401-64009	TO CAPITAL RESERVE	-	-
-	30,000	90,000	90,000	01-401-64001	TRANSFER TO EMS FUND (OPERATIONAL)	140,204	150,204
-	-	14,000	14,000	01-401-64003	TRANSFER TO STREET FUND	14,000	4,000
79,890	80,456	-	-	01-401-64015	LOAN PMT - TO EMS FUND FIRE STATION LOAN	-	-
-	-	3,300	3,300	01-401-64017	TRANSFER TO CEMETERY TRUST	-	-
86,100	110,300	97,020	97,020	01-401-64052	TRANSFER TO EMS FUND (PROPERTY TAX)	109,200	109,200
195,990	220,756	204,320	204,320			263,404	263,404

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					DEBT SERVICE		
4,788	-	-	-	01-401-66025	LOAN PMT REIMB PROJ CCHC LABOR TO CITY LIGHT	-	-
					CONTINGENCY		
-	-	66,872	-	01-422-65010	CONTINGENCY	53,206	53,206
-	-	66,872	-			53,206	53,206
800,367	890,609	1,058,221	740,596		TOTAL GENERAL FUND ADMINISTRATION	1,121,843	1,121,843

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					GENERAL FUND		
					PLANNING DEPARTMENT		
					EXPENSE - MATERIALS & SERVICES		
175	-	1,500	-	01-402-62020	TRAVEL & TRAINING INVESTMENT	1,500	1,500
-	-	-	50	01-402-62030	DUES, PUBLICATIONS, NOTICES	100	100
304	668	1,000	584	01-402-62037	LAND USE HEARING NOTICES	1,000	1,000
-	-	-	252	01-402-62040	REFUND PLANNING FEES	-	-
4,257	3,667	10,000	4,917	01-402-62075	CONTRACT SVC - PLANNING CITY (NON REIMBURSABLE)	10,000	10,000
6,776	9,669	10,000	5,154	01-402-62090	CONTRACT SVC - PLANNING	10,000	10,000
165	250	10,000	2,258	01-402-62091	CONTRACT SVC - ENGINEERING	10,000	10,000
-	-	-	-	01-402-62100	CONTRACT SVC - ATTORNEY	-	-
11,678	14,254	32,500	13,215			32,600	32,600
11,678	14,254	32,500	13,215		TOTAL PLANNING	32,600	32,600

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					GENERAL FUND		
					AGENCY		
					EXPENSE-MATERIAL/SERVICES		
-	-	70	50	01-403-62063	DRUG TESTING	90	90
1,050	-	2,800	-	01-403-62081	CONTRACT SVC-TRT AUDIT	2,800	2,800
5,000	5,000	5,000	-	01-403-62171	FIREWORKS	5,000	5,000
-	-	1,000	131	01-403-62869	MISCELLANOUS EXPENSES	1,000	1,000
157	19	-	-	01-403-62870	MISC & LEGAL EXPENSES	-	-
6,207	**5,019**	**8,870**	**181**			**8,890**	**8,890**
					EXPENSE - CAPITAL OUTLAY		
-	396	2,400	1,860	01-403-63946	COMPUTER EQUIPMENT	2,400	2,400
-	**396**	**2,400**	**1,860**			**2,400**	**2,400**
6,207	**5,415**	**11,270**	**2,041**		TOTALS	**11,290**	**11,290**

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					GENERAL FUND		
					PROPERTY DEPARTMENT		
					EXPENSE - PERSONNEL SERVICES		
6,185	4,547	9,495	5,190	01-404-61040	EXTRA LABOR	9,495	9,495
2,397	2,635	3,719	1,967	01-404-61050	FICA	3,827	3,827
2,014	1,360	2,298	810	01-404-61060	WORKER'S COMP	2,018	2,018
29	30	38	21	01-404-61065	WORKER'S BENEFIT FUND	33	33
7,195	4,865	7,686	2,525	01-404-61070	HEALTH INSURANCE	8,183	8,183
2,820	4,771	8,439	4,035	01-404-61080	PERS (PENSION)	10,715	10,715
25	35	49	26	01-404-61090	UNEMPLOYMENT	50	50
7,726	8,632	17,166	6,021	01-404-61152	FIELD MAINTENANCE SUPERVISOR	17,854	17,854
18,383	22,938	21,958	15,017	01-404-61155	UTILITY MAINTENANCE WORKER I	22,670	22,670
46,775	**49,813**	**70,848**	**35,612**			**74,845**	**74,845**
					EXPENSE - MATERIALS & SERVICE		
-	-	300	30	01-404-62020	TRAVEL & TRAINING INVESTMENT	300	300
-	-	93	90	01-404-62060	INSURANCE	95	95
180	160	315	120	01-404-62063	DRUG TESTING	315	315
3	10	100	10	01-404-62110	CONTRACT SVC - MISC	1,000	1,000
-	-	10,000	-	01-404-62115	CONTRACT SVC-ABATEMENT CONTRACT	-	-
2,954	8,880	15,000	1,905	01-404-62520	PROPERTY MAINTENANCE MATERIALS	10,000	10,000
3,510	7,418	5,000	2,401	01-404-62525	HOLIDAY LIGHTS (BUILDING/POLES)	5,000	5,000
1,276	780	1,500	250	01-404-62530	GASOLINE/OIL	1,500	1,500
772	821	1,200	449	01-404-62540	SANITARY SERVICES	1,200	1,200
50	78	50	-	01-404-62641	SPRING CLEANUP COSTS	100	100
-	-	100	-	01-404-62870	MISC & LEGAL EXPENSES	100	100
-	4	50	62	01-404-62642	FALL CLEANUP COSTS	100	100
8,745	**18,151**	**33,708**	**5,317**			**19,710**	**19,710**
					EXPENSES -CAPITAL OUTLAY		
-	-	10,311	10,311	01-404-63000	Buildings & Improvement	-	-
-	**-**	**10,311**	**10,311**			**-**	**-**
					EXPENSE - INTERFUND TRANSFERS		
5,000	5,000	5,000	5,000	01-404-64009	TO CAPITAL RESERVE	5,000	5,000
5,000	**5,000**	**5,000**	**5,000**			**5,000**	**5,000**
60,520	**72,964**	**119,867**	**56,240**		**TOTALS**	**99,555**	**99,555**

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					GENERAL FUND		
					MUSEUM		
					EXPENSE - MATERIALS & SERVICES		
1,900	2,114	1,750	1,282	01-407-62630	MUSEUM UTILITIES/EXPENSES	2,000	2,000
1,900	2,114	1,750	1,282			2,000	2,000
1,900	2,114	1,750	1,282		TOTAL MUSEUM	2,000	2,000

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					GENERAL FUND		
					GOV'T/COMMUNITY RELATIONS		
					Materials/Services		
3,683	3,443	4,000	3,476	01-408-62020	TRAVEL & TRAINING INVESTMENT	4,000	4,000
125	2,367	10,750	6,645	01-408-62022	SUPPORT COMMUNITY PROGRAMS	10,750	10,750
57	51	72	43	01-408-62023	WORKER'S COMP PREMIUMS	61	61
2,906	2,792	8,000	2,134	01-408-62025	SUBSIDIZE LOW INCOME SR SEWER	3,000	3,000
1,500	1,500	1,500	1,500	01-408-62027	MID-COLUMBIA COMMUNITY ACT CNCL	1,500	1,500
					(ELECTRIC SUBSIDY for Citizens only)		-
1,000	1,000	1,000	1,000	01-408-62201	CONTRACT SVC - REVERSE 911	1,000	1,000
9,271	**11,153**	**25,322**	**14,797**			**20,311**	**20,311**

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					GENERAL FUND		
					POLICE DEPARTMENT		
					EXPENSE - MATERIALS & SERVICES		
103,514	91,200	99,444	68,400	01-419-62250	CONTRACT SVC - POLICE	96,040	96,040
103,514	91,200	99,444	68,400			96,040	96,040
103,514	91,200	99,444	68,400		TOTAL POLICE DEPARTMENT	96,040	96,040

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
				TOTAL GENERAL FUND		
1,265,706	1,389,289	1,348,374	1,195,798	REVENUES	1,383,639	1,383,639
				EXPENDITURES		
				Personnel Services		
433,025	479,053	538,344	371,871	Administration	563,117	563,117
46,775	49,813	70,848	35,612	Property	74,845	74,845
-	-	-	-	Police	-	-
479,800	**528,866**	**609,192**	**407,483**	**Total Personnel Services**	**637,962**	**637,962**
				Material/Services		
166,565	182,128	234,685	164,405	Administration	229,616	229,616
11,678	14,254	32,500	13,215	Planning	32,600	32,600
6,207	5,019	8,870	181	Agency	8,890	8,890
8,745	18,151	33,708	5,317	Property	19,710	19,710
1,900	2,114	1,750	1,282	Museum	2,000	2,000
9,271	11,153	25,322	14,797	Government Relations	20,311	20,311
103,514	91,200	99,444	68,400	Police	96,040	96,040
307,880	**324,020**	**436,279**	**267,597**	**Total Material/Services**	**409,167**	**409,167**
				Capital Outlay		
-	8,672	14,000	-	Administration	12,500	12,500
-	-	2,400	-	Agency	-	-
-	-	10,311	10,311	Property	2,400	2,400
-	**8,672**	**26,711**	**10,311**	**Total Capital Outlay**	**14,900**	**14,900**
				Interfund Transfers		
195,990	220,756	204,320	204,320	Administration	263,404	263,404
5,000	5,000	5,000	5,000	Property	5,000	5,000
200,990	**225,756**	**209,320**	**209,320**	**Total Transfers**	**268,404**	**268,404**
				Debt Service		
4,788	**-**	**-**	**-**	**Administration**	**-**	**-**
				Contingency		
-	**-**	**66,872**	**-**	**Administration**	**53,206**	**53,206**
993,457	**1,087,313**	**1,348,374**	**894,711**	**Total Expenditures**	**1,383,639**	**1,383,639**
272,249	301,975	-	301,087	**Revenues - Expenditures**	0	-

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					SYSTEM DEVELOPMENT FUND (SDC)		
					REVENUE		
135,587	280,894	335,000	377,829	02-305-40010	BEGINNING FUND BALANCE	435,000	435,000
19,758	13,350	-	6,942	02-305-40250	PARKS/RECREATION SDC	-	-
58,089	29,198	-	18,441	02-305-40251	WATER SDC	-	-
65,321	52,373	-	27,707	02-305-40252	SEWER SDC	-	-
-	-	-	-	02-305-40253	DRAINAGE/FLOOD CONTROL SDC	-	-
-	-	-	-	02-305-40254	TRANSPORTATION SDC	-	-
2,139	4,822	3,200	6,861	02-305-43600	INTEREST INCOME	7,000	7,000
280,894	380,637	338,200	437,780			442,000	442,000
					EXPENSE - SDC		
					TRANSPORTATION SDC - CAPITAL OUTLAY		
-	-	-	-	02-403-63901	TRANSPORTATION SYS. DEVELOPMENT	-	-
-	-	-	-			-	-
					PARKS SDC - CAPITAL OUTLAY		
-	-	74,625	-	02-409-63901	PARKS/REC SYS. DEVELOPMENT	93,000	93,000
-	-	74,625				93,000	93,000
					WATER SDC - CAPITAL OUTLAY		
-	2,808	109,982	20,444	02-421-63901	WATER SYSTEM DEVELOPMENT	143,500	143,500
-	2,808	109,982				143,500	143,500
					WATER SDC - INTERFUND TRANSFER		
-	-	-	-	02-421-64021	TRANSFER TO WATER DEPARTMENT	-	-
-	-	-				-	-
					SEWER SDC - CAPITAL OUTLAY		
-	-	153,593	-	02-431-63901	SEWER SYSTEM DEVELOPMENT	205,500	205,500
-	-	153,593				205,500	205,500
					SEWER SDC - INTERFUND TRANSFER		
-	-	-	-	02-431-64007	TO SEWER BOND FUND - 1998	-	-
-	-	-				-	-
					DRAINAGE/FLOOD CONTROL SDC - CAPITAL OUTLAY		
-	-	-	-	02-433-63901	DRAINAGE/FLOOD CONTROL SYSTEM DEVELOPMENT	-	-
-	-	-				-	-
280,894	380,637	338,200	437,780		TOTAL SDC FUND REVENUE	442,000	442,000
-	2,808	338,200	-		TOTAL SDC FUND EXPENSE	442,000	442,000
280,894	377,829	-	437,780		TOTAL NET - SDC FUND	-	-

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					STREET FUND		
					REVENUE		
115,313	117,597	110,000	151,750	03-305-40010	BEGINNING FUND BALANCE	145,000	145,000
8,750	6,100	1,500	2,500	03-305-40030	PW TYPE A,B PERMIT STORM/SIDEWALKS	1,500	1,500
74,132	74,771	94,000	67,233	03-305-40040	STATE GASOLINE APPORTIONMENT	100,000	100,000
-	-	14,000	14,000	03-305-40053	TRANSFER FROM GENERAL	14,000	4,000
1,138	1,905	600	2,883	03-305-43600	INTEREST INCOME	300	300
-	-	-	-	03-305-43701	REIMBURSABLE PROJECTS	-	-
-	378	-	10,000	03-305-43800	MISCELLANEOUS INCOME	-	-
199,333	200,752	220,100	248,366			260,800	250,800
					EXPENSE - PERSONNEL SERVICES		
378	294	3,120	-	03-405-61040	EXTRA LABOR	3,120	3,120
1,632	586	2,017	864	03-405-61050	FICA	2,080	2,080
2,156	1,529	3,155	113	03-405-61060	WORKER'S COMP	2,270	2,270
16	4	21	5	03-405-61065	WORKER'S BENEFIT FUND	18	18
5,145	1,149	4,477	609	03-405-61070	HEALTH INSURANCE	4,766	4,766
2,893	1,276	5,015	2,029	03-405-61080	PERS (PENSION)	6,364	6,364
20	8	26	12	03-405-61090	UNEMPLOYMENT	27	27
9,229	3,923	9,363	4,881	03-405-61152	FIELD MAINTENANCE SUPERVISOR	9,738	9,738
-	-	-	-	03-405-61154	UTILITY MAINTENANCE WORKER II	-	-
12,068	4,254	13,885	3,882	03-405-61155	UTILITY MAINTENANCE WORKER I	14,330	14,330
33,538	13,023	41,079	12,394			42,713	42,713
15,066	14,971	14,855	11,141	03-405-61750	ADMINISTRATIVE OVERHEAD	16,718	16,718
48,604	27,994	55,934	23,535			59,431	59,431
					EXPENSES - MATERIALS & SERVICES		
40	-	200	11	03-405-62020	TRAVEL & TRAINING INVESTMENT	200	200
72	36	100	-	03-405-62050	TELEPHONE	-	-
1,429	1,405	1,421	1,379	03-405-62060	INSURANCE	1,400	1,400
1,031	663	2,500	-	03-405-62080	CONTRACT SVC - PW SUPERINTENDENT	-	-
-	-	1,000	-	03-405-62091	CONTRACT SVC - ENGINEERING	3,500	3,500
-	-	1,500	1,450	03-405-62110	CONTRACT SVC - MISC	1,500	1,500
1,459	650	3,000	1,269	03-405-62441	VEHICLE MAINTENANCE	3,000	3,000
1,930	1,791	1,500	1,052	03-405-62530	GASOLINE/OIL	2,000	2,000
3,874	4,176	6,000	2,182	03-405-62560	MATERIALS, PARTS, SUPPLIES	5,000	5,000
28	43	300	73	03-405-62561	CREW WORK CLOTHING	300	300
9,863	8,764	17,521	7,416			16,900	16,900
2,270	2,220	2,210	1,658	03-405-62950	ADMINISTRATIVE OVERHEAD	1,912	1,912
12,133	10,984	19,731	9,074			18,812	18,812

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
					EXPENSES -CAPITAL OUTLAY		
-	-	10,000	-	03-405-63139	STREET SIGNS	10,000	10,000
-	-	15,000	-	03-405-63170	PUBLIC CROSSING-HERMAN CREEK LANE	15,000	15,000
-	-	10,000	-	03-405-63182	STREET PAVING/CRACK SEAL PROJECTS	15,000	15,000
-	-	35,000	-			40,000	40,000
					EXPENSES - INTERFUND TRANSFERS		
20,000	10,000	30,000	30,000	03-405-64009	TO CAPITAL RESERVE FUND	30,000	30,000
704	690	940	940	03-405-64015	TO CAPITAL RESERVE FUND-BIKE PATH/SIDEWALK	1,000	1,000
-	-	20,000	20,000	03-405-64019	TO GRANT FUND - SCA STREET GRANT MATCH	70,000	70,000
20,704	10,690	50,940	50,940			101,000	101,000
					CONTINGENCY		
-	-	58,495	-	03-405-65010	CONTINGENCY	41,557	31,557
-	-	58,495	-			41,557	31,557
					EXPENSES - CAPITAL PROJECTS		
-	-	-	-	03-415-61149	WAGES	-	-
-	-	-	-	03-415-62009	MATERIALS	-	-
-	-	-	-			-	-
199,333	200,752	220,100	248,366		TOTAL STREET FUND REVENUE	260,800	250,800
81,441	49,668	220,100	83,549		TOTAL STREET FUND EXPENSES	260,800	250,800
117,892	151,083	-	164,817		TOTAL NET - STREET FUND	(0)	-

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					EMERGENCY SERVICES FUND		
					REVENUES		
64,817	6,690	100,000	73,217	05-305-40010	BEGINNING FUND BALANCE	100,000	100,000
86,100	90,300	97,020	97,020	05-305-43100	PROPERTY TAXES TRANSFERRED FROM GENERAL FUND	109,200	109,200
50,949	69,652	100,000	55,286	05-305-43201	FIRE/AMBULANCE SERVICE FEES	100,000	100,000
1,008	1,050	1,000	588	05-305-43202	FIRE MED/LIFE FLIGHT CONTRACTS	1,000	1,000
658	-	500	-	05-305-43203	RURAL FIRE PROTECTION CONTRACTS	500	500
20,000	20,000	20,000	10,000	05-305-43204	MULTNOMAH COUNTY CONTRACT	20,000	20,000
-	25,000	25,000	-	05-305-43206	PORT OF CASCADE LOCKS	-	-
-	100	-	225	05-305-43250	PERMIT FEES	100	100
174	638	100	490	05-305-43600	INTEREST INCOME	100	100
3,864	144,017	3,500	2,322	05-305-43800	MISCELLANEOUS INCOME	3,500	3,500
-	20,000	-	-	05-305-43900	TRANSFER FROM OTHER FUNDS	-	-
79,890	80,456	-	-	05-305-43901	TRANSFER FROM GENERAL FUND - FIRE HALL DEBT	-	-
62,281	65,195	60,000	50,109	05-305-43903	EMS SUPPORT FEES	65,000	65,000
-	30,000	90,000	90,000	05-305-43910	TRANSFER FROM OTHER FUNDS - GENERAL	140,204	150,204
369,741	**553,098**	**497,120**	**379,257**			**539,604**	**549,604**
					EXPENSES - PERSONNEL SERVICES		
50,378	1,050	-	-	05-405-61033	STATION CAPTAIN	-	-
43,971	44,980	40,903	29,898	05-405-61034	FIRE FIGHTER/PARAMEDIC	42,959	42,959
-	26,713	34,445	23,460	05-405-61032	FIRE FIGHTER/EMT (2)	67,158	67,158
-	59,574	52,263	38,198	05-405-61035	FIRE CHIEF	54,361	54,361
576	6,101	2,520	-	05-405-61037	STAFF OVERTIME	2,520	2,520
1,660	10,958	11,200	1,520	05-405-61042	VOLUNTEER STIPEND	5,000	5,000
7,235	10,674	10,812	6,951	05-405-61050	FICA	13,158	13,158
4,658	5,570	8,947	5,083	05-405-61060	WORKER'S COMP	7,372	7,372
67	88	96	57	05-405-61065	WORKER'S BENEFIT FUND	107	107
10,031	19,373	24,797	18,234	05-405-61070	HEALTH INSURANCE	34,623	34,623
13,753	21,503	34,398	21,412	05-405-61080	PERS (PENSION)	46,808	46,808
73	142	141	93	05-405-61090	UNEMPLOYMENT	172	172
132,403	206,723	220,522	144,906			274,238	274,238
54,143	75,605	79,747	59,810	05-405-61750	ADMINISTRATIVE OVERHEAD - PERSONNEL SERVICES	107,338	107,338
186,547	**282,329**	**300,269**	**204,717**			**381,576**	**381,576**
					EXPENSES - MATERIALS & SERVICES		
-	-	500	-	05-405-62017	SHOTS/IMMUNIZATIONS/MED EVALUATIONS	500	500
1,019	1,293	3,000	3,119	05-405-62020	TRAVEL & TRAINING INVESTMENT	3,000	3,000
4,618	6,808	10,000	-	05-405-62024	INTERN SCHOLARSHIP	5,000	5,000
-	429	400	228	05-405-62028	AWARDS	400	400
1,114	1,676	1,500	1,117	05-405-62029	UNIFORMS	1,500	1,500
946	655	700	255	05-405-62030	DUES, PUBLICATIONS, NOTICES	700	700
1,916	2,937	2,700	2,226	05-405-62050	TELEPHONE	2,700	2,700

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
9	8	20	-	05-405-62055	POSTAGE	-	-
14,059	14,142	14,294	14,102	05-405-62060	INSURANCE	14,400	14,400
570	240	315	80	05-405-62063	DRUG TESTING	315	315
849	46	500	108	05-405-62110	CONTRACT SVC - MISC	500	500
3,320	2,640	4,500	3,200	05-405-62111	CONTRACT SVC - SPRINGFIELD	4,500	4,500
-	-	1,500	-	05-405-62112	CONTRACT SVC - VOLUNTEER ASSOCIATION	-	-
2,888	2,888	3,608	3,608	05-405-62113	CONTRACT SVC - EMERGENCY REPORTING	3,608	3,608
971	1,207	1,200	1,317	05-405-62311	FIRE CHIEF ASSN/CSCD SYS RESOURCE	1,400	1,400
427	427	500	427	05-405-62312	PHYSICIAN ADVISORY INSURANCE	500	500
2,109	1,779	2,500	794	05-405-62350	SUPPLIES/MATERIALS - FIRE	2,500	2,500
6,447	5,690	7,000	4,445	05-405-62351	SUPPLIES/MATERIALS - AMBULANCE	7,000	7,000
4,221	4,552	7,000	3,814	05-405-62420	GASOLINE/OIL	7,000	7,000
3,998	4,918	3,000	2,358	05-405-62421	PROPANE	4,000	4,000
7,219	7,261	7,000	5,745	05-405-62439	UTILITIES	7,000	7,000
2,907	1,415	2,500	3,079	05-405-62440	BUILDING MAINTENANCE	2,500	2,500
4,760	20,622	8,000	10,840	05-405-62441	EQUIPMENT/VEHICLE MAINTENANCE	10,000	10,000
-	449	1,000	-	05-405-62442	RADIO MAINTENANCE/REPLACEMENT	1,000	1,000
-	-	-	-	05-405-62443	MAINTENANCE AGREEMENT - LIFE PAK	-	-
2,045	1,975	2,250	2,038	05-405-62446	ANNUAL HOSE/LADDER TESTING	2,250	2,250
650	650	1,000	840	05-405-62448	ANNUAL PUMP TESTING	1,000	1,000
6	12	100	18	05-405-62680	UNCOLLECTIBLE ACCOUNTS	100	100
725	(245)	1,000	-	05-405-62860	REGULATORY/LICENSING FEES	1,000	1,000
67,794	84,473	87,587	63,758			84,373	84,373
10,033	10,134	11,046	8,285	05-405-62950	ADMINISTRATIVE OVERHEAD (MATERIALS/SERVICES)	9,546	9,546
77,827	**94,607**	**98,633**	**72,043**			**93,919**	**93,919**
					EXPENSE - CAPITAL OUTLAY		
11,330	406	-	264	05-405-63000	BUILDINGS & IMPROVEMENT	-	-
-	-	2,000	-	05-405-63010	FIRE EQUIPMENT	2,000	2,000
5,000	-	-	-	05-405-63015	HEAT PUMP	-	-
-	-	6,000	6,186	05-405-63020	BUNKER GEAR	6,200	6,200
-	-	2,000	-	05-405-63025	RESCUE EQUIPMENT	2,000	2,000
-	-	14,000	-	05-405-63030	MEDICAL EQUIPMENT	14,000	14,000
-	-	20,000	-	05-405-63046	SCBA TANK REPLACEMENT	20,000	20,000
-	-	3,000	-	05-405-63047	VEHICLE TIRES	3,000	3,000
-	599	2,000	1,258	05-405-63946	COMPUTER EQUIPMENT	2,000	2,000
16,330	**1,005**	**49,000**	**7,709**			**49,200**	**49,200**

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
					INTERFUND TRANSFERS		
-	20,000	-	-	05-405-64019	TRANSFER TO GENERAL FUND	-	-
-	-	-	-	05-405-64018	TO CAPITAL RESERVE	-	-
-	20,000	-	-			-	-
					DEBT SERVICE		
79,890	80,456	-	-	05-405-66009	LOAN PMT TO CAPITAL RESERVE- FIRE STATION LOAN	-	-
2,459	2,459	2,460	1,844	05-405-66015	LOAN PMT TO CAPITAL RESERVE- FIRE TRUCK LOAN	918	918
-	-	-	-			-	-
82,349	82,915	2,460	1,844			918	918
					CONTINGENCY		
-	-	46,758	-	05-405-65010	CONTINGENCY	13,991	23,991
-	-	46,758	-			13,991	23,991
369,741	553,098	497,120	379,257		TOTAL EMS FUND REVENUE	539,604	549,604
363,052	480,854	497,120	286,312		TOTAL EMS FUND EXPENSE	539,604	549,604
6,689	72,243	-	92,944		TOTAL NET - EMS FUND	(0)	-

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					GRANT FUND		
					GRANT REVENUE		
70,216	(7,626)	-	91	07-305-40010	BEGINNING BALANCE	-	-
-	-	100,000	96,604	07-305-40028	STREET PAVING GRANT (SCA)	100,000	100,000
				07-30540029	TRAVEL OREGON GRANT - HUB PROJECT	20,000	20,000
66,086	-	-	-	07-305-40031	IFA WASTEWATER MASTER PLAN GRANT	-	-
-	-	100,000	-	07-305-40038	NEW SOURCES HUB GRANT	-	-
-	-	4,000	-	07-305-40039	CYCLE OREGON GRANT (HUB)	4,000	4,000
-	12,015	125,000	-	07-305-40040	HUB GRANT (OREGON PARKS & RECREATION)	200,000	200,000
-	-	20,000	20,000	07-305-43003	TRANSFER FROM STREET - GRANT MATCH (SCA)	60,000	60,000
-	-	75,000	-	07-305-43004	FROM CAPITAL RESERVE STREET-GRANT MATCH (HUB)	75,000	75,000
-	-	-	-	07-305-43006	TRANSFER FROM STREET	10,000	10,000
-	1,000	1,000	-	07-305-43391	DEPT OF LAND CONSERVATION GRANT - PLAN	1,000	1,000
-	-	25,000	-	07-305-43394	PLANNING GRANT	-	
-	-	-	-	07-305-43800	MISCELLANEOUS INCOME	-	-
136,302	5,389	450,000	116,695			470,000	470,000
					GRANT - PERSONNEL SERVICES		
-	-	-	-	07-405-61150	WAGES	-	-
-	-	-	-			-	-
					GRANT - MATERIALS & SERVICES		
11,625	5,250	304,000	2,750	07-405-62114	CONTRACT SVC - GORGE HUBS	299,000	299,000
1,000	48	1,000	952	07-405-62115	CONTRACT SVC - DLCD	1,000	1,000
-	-	25,000	-	07-405-62117	PLANNING GRANT	-	-
-	-	120,000	150,970	07-405-62128	STREET PAVING GRANT (SCA)	170,000	170,000
66,086	-	-	-	07-405-62131	CONTRACT SVC-IFA WASTEWATER MASTER PLAN	-	-
-	-	-	-	07-405-62132	BRIDGE OF THE GODS MURAL RESTORATION	-	-
-	-	-	-	07-405-62560	MATERIALS & SUPPLIES	-	-
78,711	5,298	450,000	154,672			470,000	470,000
					GRANT - CAPITAL OUTLAY		
-	-	-	-			-	-
-	-	-	-			-	-
					GRANT - INTERFUND TRANSFERS		
-	-	-	-	07-405-64054	TRANSFER TO TOURISM	-	-
65,217	-	-	-	07-405-64056	TRANSFER TO CAPITAL RESERVE	-	-
65,217	-	-	-			-	-
					GRANT - CONTINGENCY		
-	-	-	-	07-405-65010	CONTINGENCY	-	-
-	-	-	-			-	-
136,302	5,389	450,000	116,695		TOTAL GRANT FUND REVENUE	470,000	470,000
143,928	5,298	450,000	154,672		TOTAL GRANT FUND EXPENSE	470,000	470,000
(7,626)	91	-	(37,977)		TOTAL NET - GRANT FUND	-	-

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					TOURISM FUND		
					TOURISM REVENUE		
69,380	83,976	54,030	33,174	08-305-40010	BEGINNING FUND BALANCE	40,000	40,000
68,412	66,005	66,000	43,731	08-305-40080	ROOM ASSESSMENT INCOME	68,000	68,000
706	1,073	1,000	383	08-305-43600	INTEREST INCOME	500	500
1,199	3,270	2,000	1,260	08-305-43800	MISCELLANEOUS REVENUE	2,000	2,000
-	-	-	-	08-305-43815	TRANSFER FROM GRANTS	-	-
139,697	154,324	123,030	78,548			110,500	110,500
					TOURISM MATERIALS/SERVICES		
-	-	-	-	08-405-62010	OFFICE SUPPLIES	-	-
625	1,922	3,000	2,045	08-405-62020	TRAVEL & TRAINING INVESTMENT	3,000	3,000
-	45	300	7	08-405-62055	POSTAGE	50	50
48	-	120	-	08-405-62071	UTILITIES (WEB HOSTING)	-	-
1,000	1,000	1,000	-	08-405-62080	CONTRACT SVC - AUDIT	1,200	1,200
450	-	1,200	1,200	08-405-62081	CONTRACT SVC - TRT AUDIT	1,200	1,200
2,291	3,312	3,300	2,500	08-405-62101	CONTRACT SVC - BROCHURE DISTRIBUTION	3,300	3,300
20,794	39,090	25,000	15,076	08-405-62110	CONTRACT SVC- MISC	25,000	25,000
764	250	2,000	1,775	08-405-62113	DUES, PUBLICATIONS, NOTICES	2,500	2,500
19,748	25,531	38,000	31,541	08-405-62114	TOURISM SUPPORT	38,000	38,000
-	-	-	-	08-405-62172	VISITOR CENTER STAFFING	30,000	30,000
45,721	71,150	73,920	54,144			104,250	104,250
					TOURISM - INTERFUND TRANSFERS		
10,000	50,000	30,000	-	08-405-64009	TO CAPITAL RESERVE	-	-
-	-	-	-	08-405-64060	TO GRANTS FUND	-	-
10,000	50,000	30,000	-			-	-
					TOURISM - CONTINGENCY		
-	-	19,110	-	08-405-65010	CONTINGENCY	6,250	6,250
-	-	19,110	-			6,250	6,250
139,697	154,324	123,030	78,548		TOTAL TOURISM FUND REVENUE	110,500	110,500
55,721	121,150	123,030	54,144		TOTAL TOURISM FUND EXPENSE	110,500	110,500
83,977	33,174	-	24,404		TOTAL NET - TOURISM FUND	-	-

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					CEMETERY FUND		
					CEMETERY REVENUE		
3,131	3,874	2,000	5,804	17-305-40010	BEGINNING FUND BALANCE	2,600	2,600
2,785	3,039	3,300	3,300	17-305-43028	TRANSFER FROM CEMETERY TRUST	4,115	4,115
340	1,190	1,000	935	17-305-43561	SALE OF CEMETERY PLOTS	1,000	1,000
1,750	850	1,000	-	17-305-43562	OPENING/CLOSING FEES	-	-
825	375	300	125	17-305-43563	OTHER CEMETERY FEES	125	125
49	62	25	104	17-305-43600	INTEREST INCOME	25	25
8,880	**9,390**	**7,625**	**10,268**			**7,865**	**7,865**
					CEMETERY - PERSONNEL SERVICES EXPENSES		
200	117	307	39	17-405-61050	FICA	312	312
127	126	307	25	17-405-61060	WORKER'S COMP	229	229
3	2	3	0	17-405-61065	WORKER'S BENEFIT FUND	3	3
511	77	394	-	17-405-61070	HEALTH INSURANCE	420	420
115	155	460	13	17-405-61080	PERS (PENSION)	582	582
3	2	4	1	17-405-61090	UNEMPLOYMENT	4	4
2,642	1,602	4,010	512	17-405-61150	WAGES	4,077	4,077
3,601	**2,081**	**5,485**	**590**			**5,627**	**5,627**
					CEMETERY - MATERIALS & SERVICES		
130	24	300	30	17-405-62519	HEADSTONES SET	300	300
266	161	500	-	17-405-62520	PROPERTY MAINTENANCE MATERIALS	500	500
340	690	340	1,395	17-405-62551	UTILITIES (WATER)	438	438
630	630	1,000	-	17-405-62870	MISC & LEGAL EXPENSES	1,000	1,000
1,365	**1,506**	**2,140**	**1,425**			**2,238**	**2,238**
					CEMETERY - INTERFUND TRANSFERS		
-	-	-	-	17-405-64080	TRANSFER ASSETS		
-	-	-	-	17-405-64074	TRANSFER TO CEMETERY TRUST FUND	-	-
-	-	-	-			-	-
					CEMETERY - CONTINGENCY		
-	-	-	-	17-405-65010	CONTINGENCY	-	-
-	-	-	-			-	-
8,880	**9,390**	**7,625**	**10,268**		**TOTAL CEMETERY FUND REVENUE**	**7,865**	**7,865**
4,967	**3,586**	**7,625**	**2,015**		**TOTAL CEMETERY FUND EXPENSE**	**7,865**	**7,865**
3,913	**5,803**	**-**	**8,253**		**TOTAL NET - CEMETERY FUND**	**-**	**-**

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					CEMETERY TRUST FUND		
					CEMETERY TRUST REVENUE		
14,000	11,398	8,664	8,732	25-328-40010	BEGINNING FUND BALANCE	9,000	9,000
60	210	-	165	25-328-43029	15% OF SALE OF CEMETERY PLOTS	-	-
-	-	3,300	3,300	25-328-43031	TRANSFER FROM GENERAL FUND	-	-
123	163	-	156	25-328-43600	INTEREST INCOME	-	-
14,183	11,771	11,964	12,353			9,000	9,000
					CAPITAL OUTLAY		
-	-	8,664	-	25-428-63950	RESERVE	4,885	4,885
						4,885	4,885
					EXPENSE - INTERFUND TRANSFERS		
2,785	3,039	3,300	3,300	25-428-64075	TRANSFER TO CEMETERY FUND	4,115	4,115
2,785	3,039	3,300	3,300			4,115	4,115
					EXPENSE - CONTINGENCY		
-	-	-	-	25-428-65010	CONTINGENCY	-	-
-	-	-	-			-	-
14,183	11,771	11,964	12,353		CEMETERY TRUST FUND - TOTAL REVENUE	9,000	9,000
2,785	3,039	3,300	3,300		CEMETERY TRUST FUND - TOTAL EXPENSE	9,000	9,000
11,398	8,732	8,664	9,053		CEMETERY TRUST FUND - NET TOTAL	-	-

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					WATER FUND		
					WATER FUND - REVENUE		
142,426	193,846	150,000	53,129	21-305-40010	BEGINNING FUND BALANCE	400,000	400,000
220,470	247,214	230,000	177,121	21-305-40210	WATER SALES	216,000	216,000
7,894	8,318	9,000	5,789	21-305-40211	METER MAINTENANCE FEES	9,000	9,000
10,332	10,892	10,000	7,556	21-305-40213	HYDRANT MAINTENANCE FEES	10,000	10,000
-	35,529	200,189	141,526	21-305-40222	WATER SYSTEM IMPROVEMENT DEBT SERVICE	219,000	219,000
-	4,442	13,650	9,782	21-305-40223	CORROSION CONTROL TREATMENT DEBT SERVICE	29,000	29,000
3,600	3,600	3,600	3,600	21-305-43056	FROM ELECTRIC DEPARTMENT	3,600	3,600
-	1,410	350	3,887	21-305-43600	INTEREST INCOME	5,000	5,000
36,638	23,258	10,000	12,579	21-305-43700	CONNECT FEES	10,000	10,000
19,077	15,573	10,000	14,266	21-305-43701	REIMBURSABLE PROJECTS	10,000	10,000
-	1,965,058	3,764,515	1,191,737	21-305-43820	WATER SYSTEM UPGRADE LOAN	350,000	350,000
-	-	-	62,743	21-305-43825	CORROSION CONTROL LOAN	990,000	990,000
187	22,422	500	223,897	21-305-43800	MISCELLANEOUS INCOME	500	500
440,624	2,531,562	4,401,804	1,907,611			2,252,100	2,252,100
					EXPENSE - PERSONNEL SERVICES		
214	531	750	150	21-405-61040	EXTRA LABOR	750	750
3,331	4,043	3,588	2,677	21-405-61050	FICA	3,714	3,714
1,892	(384)	2,943	958	21-405-61060	WORKER'S COMP	2,172	2,172
30	32	34	19	21-405-61065	WORKER'S BENEFIT FUND	30	30
11,365	9,824	7,771	6,619	21-405-61070	HEALTH INSURANCE	8,274	8,274
6,034	9,860	9,954	6,602	21-405-61080	PERS (PENSION)	12,639	12,639
28	55	47	36	21-405-61090	UNEMPLOYMENT	49	49
16,949	28,607	16,126	17,739	21-405-61152	FIELD MAINTENANCE SUPERVISOR	16,772	16,772
-	-	-	-	21-405-61154	UTILITY MAINTENANCE WORKER II	-	-
17,948	14,121	19,053	9,230	21-405-61155	UTILITY MAINTENANCE WORKER I	19,675	19,675
187	2,257	1,177	737	21-405-61157	OVERTIME	1,220	1,220
3,979	4,747	4,878	3,647	21-405-61158	STANDBY TIME	5,051	5,051
2,632	2,584	2,458	2,121	21-405-61590	METER READING	2,542	2,542
2,656	2,501	2,458	2,071	21-405-61591	METER READING - ELECTRIC	2,542	2,542
67,246	78,778	71,237	52,606			75,430	75,430
25,103	25,028	25,761	19,321	21-405-61750	ADMINISTRATIVE OVERHEAD	29,524	29,524
92,349	103,806	96,998	71,927			104,954	104,954
					EXPENSE - MATERIALS & SERVICES		
310	435	500	120	21-405-62020	TRAVEL & TRAINING INVESTMENT	500	500
333	585	700	213	21-405-62030	DUES, PUBLICATIONS, NOTICES	700	700
1,782	1,733	1,800	1,324	21-405-62050	TELEPHONE	1,800	1,800
1,207	1,197	1,835	1,168	21-405-62060	INSURANCE	1,200	1,200
24,312	26,353	24,000	17,293	21-405-62070	UTILITIES	26,000	26,000
2,805	1,163	15,000	-	21-405-62080	CONTRACT SVC - PW SUPERINTENDENT	-	-
1,041	2,538	1,500	-	21-405-62081	COMPUTER LICENSES	1,500	1,500
-	-	12,000	-	21-405-62091	CONTRACT SVC - ENGINEERING	27,000	27,000
7,360	4,209	10,000	1,852	21-405-62110	CONTRACT SVC - MISC	10,000	10,000
3,812	1,469	5,000	4,147	21-405-62150	WATER SAMPLING	10,000	10,000
8,970	8,989	8,970	6,728	21-405-62435	USE OF CITY PROPERTY	8,970	8,970
2,728	1,801	4,000	2,224	21-405-62441	VEHICLE MAINTENANCE	4,000	4,000
3,062	2,534	3,000	1,276	21-405-62530	GASOLINE/OIL	3,000	3,000
-	-	-	-	21-405-62559	HYDRANT MAINTENANCE	10,000	10,000

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
32,424	34,286	33,573	16,022	21-405-62560	MATERIALS, PARTS, SUPPLIES	80,000	80,000
43	159	300	125	21-405-62561	CREW WORK CLOTHING	300	300
1,690	2,051	2,000	781	21-405-62650	CHLORINATION	2,000	2,000
11,024	12,361	11,500	8,856	21-405-62660	INTERNAL PAYMENTS: WATER (5%)	10,800	10,800
-	66	200	278	21-405-62680	UNCOLLECTIBLE ACCOUNTS	200	200
183	41	1,000	-	21-405-62870	MISC & LEGAL EXPENSES	1,000	1,000
103,086	101,968	136,878	62,407			198,970	198,970
19,318	21,548	17,262	12,947	21-405-62950	ADMINISTRATIVE OVERHEAD	22,511	22,511
122,404	123,516	154,140	75,353			221,481	221,481
					EXPENSE - CAPITAL OUTLAY		
-	-	10,000	-	21-405-63432	PIPE/FITTINGS	10,000	10,000
-	-	3,500	-	21-405-63112	CONCRETE SAW	4,500	4,500
-	-	10,000	2,855	21-405-63471	WATER METERS	10,000	10,000
1,944	-	2,000	1,705	21-405-63495	CHLORINATOR PUMP	2,000	2,000
61	-	1,000	-	21-405-63946	COMPUTER EQUIPMENT	1,000	1,000
2,005	-	26,500	4,560			27,500	27,500
					EXPENSE - INTER-FUND TRANSFERS		
20,000	30,000	40,000	40,000	21-405-64009	TO CAPITAL RESERVE FUND	50,000	50,000
-	-	200,189	141,526	21-405-64022	TO WATER FUND -WATER SYSTEM IMPROV. DEBT SVC.	219,000	219,000
-	-	13,650	9,782	21-405-64023	TO WATER FUND - CORROSION CONTROL TREATMENT DEBT SVC.	29,000	29,000
-	19,000	10,000	7,556	21-405-64041	TO CAPITAL RESERVE - HYDRANTS	-	-
8,108	8,318	9,000	5,789	21-405-64042	TO CAPITAL RESERVE - METER MAINTENANCE FEES	9,000	9,000
28,108	57,318	272,839	204,653			307,000	307,000
					EXPENSE - CONTINGENCY		
-	-	76,812	-	21-405-65010	CONTINGENCY	161,165	161,165
-	-	76,812	-			161,165	161,165
					EXPENSE - CAPITAL PROJECTS-PERSONNEL		
-	-	5,000	-	21-415-61149	WAGES	5,000	5,000
-	-	-	-	21-415-61050	FICA	-	-
-	-	-	-	21-415-61060	WORKER'S COMP	-	-
-	-	-	-	21-415-61065	WORKER'S BENEFIT FUND	-	-
-	-	-	-	21-415-61070	HEALTH INSURANCE	-	-
-	-	-	-	21-415-61080	PERS (PENSION	-	-
-	-	-	-	21-415-61090	UNEMPLOYMENT	-	-
-	-	5,000	-			5,000	5,000
					EXPENSE-CAPITAL PROJECTS-MATERIALS & SERVICES		
1,384	419	5,000	8,502	21-415-62009	MATERIALS	5,000	5,000
-	15,257	-	105,162	21-415-62025	CORROSION CONTROL PROJECT	1,070,000	1,070,000
-	2,386,299	3,764,515	770,339	21-415-62020	WATER SYSTEM UPGRADE CONTRACT	350,000	350,000
1,384	2,401,976	3,769,515	884,004			1,425,000	1,425,000
440,624	2,531,562	4,401,804	1,907,611		WATER FUND - TOTAL REVENUE	2,252,100	2,252,100
246,249	2,686,615	4,401,804	1,240,496		WATER FUND - TOTAL EXPENSE	2,252,100	2,252,100
194,375	(155,053)	-	667,115		WATER FUND - NET TOTAL	0	-

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					USDA LOAN		
					WATER SYSTEM IMPROVEMENT PROJECT FUND		
					REVENUES		
-	-	36,397	-	22-305-40010	BEGINNING FUND BALANCE	35,529	35,529
-	-	200,189	141,526	22-305-40222	WATER SYSTEM IMPROVEMENT - DEBT SERVICE	219,000	219,000
-	-	-	607	22-305-43600	INTEREST INCOME	-	-
-	-	236,586	142,133			254,529	254,529
					EXPENSES - DEBT SERVICE		
-	-	-	-	22-405-66710	LOAN PAYMENT - PRINCIPAL	-	-
-	-	-	54,411	22-405-66720	LOAN PAYMENT - INTEREST	-	-
-	-	236,586	-	22-405-66950	RESERVE PAYMENT	254,529	254,529
-	-	236,586	54,411			254,529	254,529
-	-	236,586	142,133		WATER SYS. IMPROVEMENT FUND - TOTAL REVENUE	254,529	254,529
-	-	236,586	54,411		WATER SYS. IMPROVEMENT FUND - TOTAL EXPENSE	254,529	254,529
-	-	-	87,722		WATER SYS. IMPROVEMENT FUND - NET TOTAL	-	-

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					SAFE DRINKING WATER REVOLVING LOAN		
					CORROSION CONTROL TREATMENT FUND		
					REVENUES		
-	-	4,550	-	23-305-40010	BEGINNING FUND BALANCE	4,442	4,442
-	-	13,650	9,782	23-305-40223	CORROSION CONTROL REVENUE - Debt Service	29,000	29,000
-	-	-	79	23-305-43600	INTEREST INCOME	-	-
-	-	18,200	9,861			33,442	33,442
					EXPENSES - DEBT SERVICE		
-	-	10,800	-	23-405-66710	LOAN PAYMENT - PRINCIPAL	-	-
-	-	-	-	23-405-66720	LOAN PAYMENT - INTEREST	-	-
-	-	7,400	-	23-405-66950	RESERVE PAYMENT	33,442	33,442
-	-	18,200	-			33,442	33,442
-	-	18,200	9,861		CORROSION CONTROL TREATMENT - TOTAL REVENUE	33,442	33,442
-	-	18,200	-		CORROSION CONTROL TREATMENT - TOTAL EXPENSE	33,442	33,442
-	-	-	9,861		CORROSION CONTROL TREATMENT FUND - NET TOTAL	-	-

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
					SEWER FUND		
					REVENUE		
130,713	145,454	119,500	161,181	31-305-40010	BEGINNING FUND BALANCE	120,000	120,000
381,331	397,051	507,680	314,711	31-305-40310	SEWER SERVICE FEES	400,000	400,000
-	-	-	-	31-305-40315	SEWER FACILITIES PROJECT	56,000	56,000
-	-	-	-	31-305-40318	IFA SEWER FACILITIES PROJECT LOAN (BIZ OREGON)	1,100,000	1,100,000
-	-	-	-	31-305-40319	USDA SEWER FACILITIES PROJEC LOAN	4,456,600	4,456,600
1,144	2,286	1,400	2,282	31-305-43600	INTEREST INCOME	2,500	2,500
7,223	2,509	10,000	3,162	31-305-43701	REIMBURSABLE PROJECTS	10,000	10,000
59,155	75,377	1,000	15,074	31-305-43800	MISCELLANEOUS INCOME	1,000	1,000
-	-	-	-	31-305-43900	TRANSFER FROM OTHER FUNDS	-	-
579,566	**622,677**	**639,580**	**496,410**			**6,146,100**	**6,146,100**
					EXPENSE - PERSONNEL SERVICES		
36	60	360	248	31-405-61040	EXTRA LABOR	360	360
1,626	1,305	1,402	1,373	31-405-61050	FICA	1,453	1,453
942	(532)	944	309	31-405-61060	WORKER'S COMP	700	700
10	6	11	7	31-405-61065	WORKER'S BENEFIT FUND	11	11
4,728	3,079	2,713	3,441	31-405-61070	HEALTH INSURANCE	2,888	2,888
2,850	3,027	3,876	3,124	31-405-61080	PERS (PENSION)	4,928	4,928
20	17	18	18	31-405-61090	UNEMPLOYMENT	19	19
9,484	8,735	7,803	8,755	31-405-61152	FIELD MAINTENANCE SUPERVISOR	8,115	8,115
-	-	-	-	31-405-61154	UTILITY MAINTENANCE WORKER II	-	-
8,144	3,961	4,198	5,143	31-405-61155	UTILITY MAINTENANCE WORKER I	4,340	4,340
113	281	1,094	677	31-405-61157	OVERTIME	1,132	1,132
3,965	4,533	4,878	3,529	31-405-61158	STANDBY TIME	5,051	5,051
31,918	24,473	27,297	26,624			28,997	28,997
7,274	7,977	9,871	7,403	31-405-61750	ADMINISTRATIVE OVERHEAD	11,350	11,350
39,192	**32,450**	**37,168**	**34,027**			**40,347**	**40,347**
					EXPENSE - MATERIALS & SERVICES		
643	818	1,200	-	31-405-62020	TRAVEL & TRAINING INVESTMENT	1,200	1,200
494	197	300	238	31-405-62030	DUES, PUBLICATIONS, NOTICES	300	300
3,819	4,298	3,500	3,254	31-405-62050	TELEPHONE	4,300	4,300
-	-	20	-	31-405-62055	POSTAGE	-	-
1,219	1,194	1,203	1,168	31-405-62060	INSURANCE	1,200	1,200
40,136	41,302	30,000	26,110	31-405-62070	UTILITIES	38,000	38,000
225	-	2,000	-	31-405-62080	CONTRACT SVC - PW SUPERINTENDENT	-	-
179	-	1,000	-	31-405-62082	CONTRACT SVC - COMPUTER	1,000	1,000
-	-	2,500	-	31-405-62091	CONTRACT SVC - ENGINEERING	4,500	4,500
696	561	2,000	8,639	31-405-62110	CONTRACT SVC - MISC	2,000	2,000
-	-	300	-	31-405-62210	PROTECTIVE CLOTHING	300	300
8,970	8,970	8,970	6,728	31-405-62435	USE OF CITY PROPERTY	8,970	8,970
2,108	804	4,500	1,623	31-405-62441	VEHICLE MAINTENANCE	4,500	4,500
1,745	1,306	2,000	1,533	31-405-62530	GASOLINE/OIL	2,500	2,500
8,161	15,316	12,000	7,112	31-405-62560	MATERIALS, PARTS, SUPPLIES	12,000	12,000

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
28	159	300	135	31-405-62561	CREW WORK CLOTHING	300	300
19,071	19,853	25,384	15,736	31-405-62660	INTERNAL PAYMENTS: SEWER (5%)	20,000	20,000
-	89	500	134	31-405-62680	UNCOLLECTIBLE ACCOUNTS	200	200
99,079	94,737	96,000	71,422	31-405-62700	CONTRACT SVC - TREATMENT PLANT	100,000	100,000
2,561	2,635	3,000	2,712	31-405-62860	REGULATORY	3,200	3,200
130	27	1,000	808	31-405-62870	MISC & LEGAL EXPENSES	1,000	1,000
189,265	192,267	197,677	147,350			205,470	205,470
21,839	22,732	24,930	18,698	31-405-62950	ADMINISTRATIVE OVERHEAD	23,246	23,246
211,104	214,999	222,607	166,048			228,716	228,716
					EXPENSE - CAPITAL OUTLAY		
4,674	-	25,000	-	31-405-63040	LIFT STATION PUMP	25,000	25,000
-	-	8,000	-	31-405-63492	HIGH PRESSURE JET CLEANER - REBUILD	8,000	8,000
61	-	1,000	-	31-405-63946	COMPUTER EQUIPMENT	1,000	1,000
4,735	-	34,000	-			34,000	34,000
					EXPENSE - INTER-FUND TRANSFERS		
53,711	53,711	-	-	31-405-64005	TO SEWER BOND FUND - 1998	-	-
24,000	24,000	-	-	31-405-64006	ADDITIONAL PAYMENT TO SEWER BOND	-	-
-	-	77,711	77,711	31-405-64008	TO SEWER BOND FUND - 2018	70,061	70,061
100,287	100,000	75,000	-	31-405-64009	TO CAPITAL RESERVE FUND	-	-
-	-	127,680	-	31-405-64010	TO SEWER FUND -SEWER FACILITIES PROJECT	56,000	56,000
177,998	177,711	280,391	77,711			126,061	126,061
					EXPENSE - CONTINGENCY		
-	-	55,414	-	31-405-65010	CONTINGENCY	100,376	100,376
-	-	55,414	-			100,376	100,376
					EXPENSE - CAPITAL PROJECTS		
-	-	5,000	-	31-415-61149	WAGES	5,000	5,000
-	36,337	-	41,526	31-415-62030	SEWER SYSTEM INPROVEMENT PROJECT	5,606,600	5,606,600
1,015	-	5,000	510	31-415-62009	MATERIALS	5,000	5,000
1,015	36,337	10,000	42,036			5,616,600	5,616,600
579,566	622,677	639,580	496,410		SEWER FUND - TOTAL REVENUE	6,146,100	6,146,100
434,044	461,496	639,580	319,822		SEWER FUND - TOTAL EXPENSE	6,146,100	6,146,100
145,522	161,181	-	176,588		SEWER FUND - NET TOTAL	0	-

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					SEWER BOND FUND 1998		
					REVENUES		
61,644	62,242	63,500	63,177	40-305-40010	BEGINNING FUND BALANCE	-	-
77,711	77,711	-	-	40-305-43031	TRANSFER FROM SEWER FUND	-	-
598	935	-	-	40-305-43600	INTEREST INCOME	-	-
139,953	140,888	63,500	63,177			-	-
					EXPENSES - DEBT SERVICE		
18,479	574,155	-	-	40-405-66710	BOND PAYMENT - PRINCIPAL	-	-
35,232	29,556	-	-	40-405-66720	BOND PAYMENT - INTEREST	-	-
24,000	24,000	-	-	40-405-66721	ADDITIONAL PAYMENT ON PRINCIPAL	-	-
-	-	-	-	40-405-66950	RESERVE PAYMENT	-	-
77,711	627,711	-	-			-	-
					EXPENSES - INTERFUND TRANSFERS		
-	-	63,500	63,177	40-405-64009	TO CAPITAL RESERVE FUND	-	-
-	-	63,500	63,177			-	-
139,953	140,888	63,500	63,177		SEWER BOND FUND - TOTAL REVENUE	-	-
77,711	627,711	63,500	63,177		SEWER BOND FUND - TOTAL EXPENSE	-	-
62,242	(486,823)	-	-		SEWER BOND FUND - NET TOTAL	-	-

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					SEWER BOND 2018 REFINANCE FUND		
					REVENUES		
-	-	-	-	32-305-40010	BEGINNING FUND BALANCE	2,164	2,164
-	-	77,711	77,711	32-305-43031	TRANSFER FROM SEWER FUND	70,061	70,061
-	-	-	49	32-305-43600	INTEREST INCOME	-	-
-	-	77,711	77,760			72,225	72,225
					EXPENSES - DEBT SERVICE		
-	-	77,711	55,000	32-405-66710	BOND PAYMENT - PRINCIPAL	55,000	55,000
-	-	-	11,546	32-405-66720	BOND PAYMENT - INTEREST	17,225	17,225
-	-	-	-	32-405-66725	EXTRA INTEREST PAYMENT	-	-
-	-	-	-	32-405-66950	RESERVE PAYMENT	-	-
-	-	77,711	66,546			72,225	72,225
-	-	77,711	77,760		SEWER BOND 2018 FUND - TOTAL REVENUE	72,225	72,225
-	-	77,711	66,546		SEWER BOND 2018 FUND - TOTAL EXPENSE	72,225	72,225
-	-	-	11,214		SEWER BOND FUND 2018- NET TOTAL	-	-

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					SEWER FACILITIES PROJECT FUND		
					REVENUES		
-	-	-	-	33-305-40010	BEGINNING FUND BALANCE	-	-
-	-	127,680	-	33-305-43031	TRANSFER FROM SEWER FUND	56,000	56,000
-	-	-	-	33-305-43600	INTEREST INCOME	-	-
-	-	127,680	-			56,000	56,000
					EXPENSES - DEBT SERVICE		
-	-	29,905	-	33-405-66730	BIZOR PAYMENT - PRINCIPAL	-	-
-	-	-	-	33-405-66735	BIZOR PAYMENT - INTEREST	-	-
-	-	-	-	33-405-66740	USDA PAYMENT - PRINCIPAL	-	
-		-	-	33-405-66745	USDA PAYMENT - INTEREST	-	
-	-	97,775	-	33-405-66950	RESERVE	56,000	56,000
-	-	127,680	-			56,000	56,000
		127,680	-		SEWER FACILITIES PROJECT FUND - TOTAL REVENUE	56,000	56,000
		127,680	-		SEWER FACILITIES PROJECT FUND - TOTAL EXPENSE	56,000	56,000
		-	-		SEWER FACILITIES PROJECT FUND - NET TOTAL	-	-

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					REVENUE - CATV		
208	(4,360)	148	147	41-305-40010	BEGINNING FUND BALANCE	-	-
-	-	-	-	41-305-43900	TRANSFER FROM GENERAL	-	-
57,438	24,750	-	-	41-305-40440	GORGE NET - PROGRAMMING PAYMENT	-	-
57,646	20,390	148	147			-	-
					EXPENSE - PERSONNEL SERVICES - CATV		
-	-	-	-	41-405-61060	WORKER'S COMP	-	-
-	-	-	-			-	-
					EXPENSE - MATERIALS & SERVICES - CATV		
62,006	20,243	-	-	41-405-62740	PROGRAMMING	-	-
62,006	20,243	-	-			-	-
-	-	-	-	41-405-62950	ADMINISTRATIVE OVERHEAD	-	-
62,006	20,243	-	-			-	-
					EXPENSE - INTER-FUND TRANSFERS - CATV		
-	-	148	147	41-405-64010	TRANSFER TO GENERAL - CLOSE FUND	-	-
-	-	148	147			-	-
57,646	20,390	148	147		CATV/BB - TOTAL REVENUE	-	-
62,006	20,243	148	147		CATV/BB - TOTAL EXPENSE	-	-
(4,360)	147	-	-		CATV/BB - NET TOTAL	-	-

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
					COMBINED CITY & SOUTHBANK		
					CITY LIGHT		
					REVENUE		
105,428	(71,362)	-	(21,886)	51-000-40010	BEGINNING FUND BALANCE	200,000	200,000
-	100,000	135,000	-	51-000-40085	TRANSFER FROM CAPITAL RESERVE	-	-
540	846	600	3,742	51-000-43600	INTEREST INCOME	4,000	4,000
131,793	32,813	60,000	93,397	51-000-43701	REIMBURSABLE PROJECTS	60,000	60,000
4,788	-	-	-	51-000-43705	REIMBURSABLE PROJECTS -CCHC LB	-	-
20,166	49,636	25,000	1,309	51-000-43710	BPA PAYBACK FOR CONSERVATION	25,000	25,000
37,339	93,666	15,050	13,209	51-000-43800	MISCELLANEOUS INCOME	16,050	16,050
816,104	796,897	805,000	654,637	51-000-43810	RESIDENTIAL SALES	780,000	780,000
584,882	665,111	595,000	546,754	51-000-43820	COMMERCIAL SALES	690,000	690,000
25,660	26,768	25,000	20,509	51-000-43840	STREET LIGHT SALES	25,000	25,000
256,835	223,312	253,000	172,728	51-000-43850	SALES TO PUBLIC BODIES	199,000	199,000
8,390	9,530	6,543	6,120	51-000-43860	CUSTOMER INSTALL CHARGES	10,000	10,000
-	-	-	-	51-000-43863	EDA GRANT	2,640,000	2,640,000
-	-	-	-	51-000-43864	PORT OF CASCADE LOCKS	110,000	110,000
-	-	-	-	51-000-43865	SPECIAL PUBLIC WORKS LOAN	550,000	550,000
3,509	2,288	2,190	-	51-000-43870	TELEPHONE POLE CONTACTS	2,190	2,190
-	1,210	2,500	-	51-000-43880	CATV POLE CONTACT PAYMENTS	1,210	1,210
1,995,434	1,930,713	1,924,883	1,490,519			5,312,450	5,312,450
					EXPENSE - PERSONNEL SERVICES		
22,355	21,632	25,665	10,790	51-000-61050	FICA	17,810	17,810
9,761	7,006	12,781	4,420	51-000-61060	WORKER'S COMP	6,800	6,800
80	68	91	32	51-000-61065	WORKER'S BENEFIT FUND	63	63
52,788	43,888	51,654	26,234	51-000-61070	HEALTH INSURANCE	46,243	46,243
60,248	74,565	92,497	39,137	51-000-61080	PERS (PENSION)	75,494	75,494
258	289	336	144	51-000-61090	UNEMPLOYMENT	232	232
84,989	87,335	105,178	-	51-000-61120	WORKING FOREMAN	-	-
-	-	-	57,313	51-000-61121	LEAD LINEMAN	100,547	100,547
81,966	72,590	94,595	-	51-000-61122	JOURNEY LINEMAN	-	-
70,607	62,536	74,207	59,032	51-000-61123	GROUNDMAN/EQUIPMENT OPERATOR	84,489	84,489
36,630	20,449	18,267	4,029	51-000-61124	OVERTIME	10,675	10,675
33,966	39,762	44,065	23,376	51-000-61125	STANDBY TIME	37,008	37,008
-	-	-	-				
453,649	430,120	519,336	224,507			379,361	379,361
125,323	139,606	187,807	140,855		ADMINISTRATIVE OVERHEAD	148,485	148,485
578,972	569,726	707,143	365,362			527,846	527,846

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
					EXPENSE - MATERIALS & SERVICES		
563	360	900	1,324	51-000-62020	TRAVEL & TRAINING	1,600	1,600
17,435	18,922	14,000	10,517	51-000-62030	DUES, PUBLICATIONS, NOTICES	12,500	12,500
1,681	2,097	1,650	1,229	51-000-62050	TELEPHONE	1,750	1,750
1,599	1,990	20	-	51-000-62055	POSTAGE	-	-
4,092	4,420	4,472	4,056	51-000-62060	INSURANCE	4,250	4,250
324	255	600	264	51-000-62063	DRUG TESTING	600	600
1,041	2,538	1,500	-	51-000-62081	COMPUTER LICENSE	1,500	1,500
3,795	14,225	7,300	9,328	51-000-62110	CONTRACT SVC - MISC	20,000	20,000
6,000	6,000	7,000	7,000	51-000-62138	LOW-INCOME ENERGY ASST TO CAPITAL RESERVE	7,000	7,000
9,000	9,750	9,000	6,100	51-000-62139	CONSERVATION/ENERGY EFFICIENCY	9,900	9,900
14,722	40,680	15,000	880	51-000-62140	BPA ENERGY EFFICENCY CONSERVATION	15,000	15,000
-	-	300	-	51-000-62180	INJURIES AND DAMAGES	300	300
12,139	13,134	12,000	8,000	51-000-62190	SYSTEM EVALUATION STUDIES	12,000	12,000
5,114	5,657	6,000	4,195	51-000-62200	TRANSPORTATION EXPENSE	6,000	6,000
8,202	4,109	6,500	2,326	51-000-62201	TRANSPORTATION EXPENSE (M&S&PARTS)	6,500	6,500
1,427	120	1,500	-	51-000-62210	PROTECTIVE CLOTHING	1,250	1,250
11,310	11,310	11,310	8,483	51-000-62435	USE OF CITY PROPERTY	11,310	11,310
-	10,803	-	2,728	51-000-62560	MATERIALS, PARTS & SUPPLIES	5,000	5,000
84,174	85,604	83,900	69,665	51-000-62660	INTERNAL PAYMENTS: POWER (5%)	84,701	84,701
119	359	2,000	467	51-000-62680	UNCOLLECTIBLE ACCOUNTS	2,000	2,000
6,354	-	2,500	-	51-000-62750	METER EXPENSE - OTHER	2,000	2,000
16,882	1,452	6,000	489	51-000-62770	MAINTAIN LINES - OTHER	5,000	5,000
1,507	4,281	6,000	924	51-000-62780	MAINTAIN TRANSFORMERS - OTHER	6,000	6,000
2,340	690	2,500	620	51-000-62800	MAINTAIN SECURITY/STREET LIGHT	2,500	2,500
2,079	14	2,000	639	51-000-62810	MAINTAIN GENERAL PLANT - OTHER	2,000	2,000
759,509	797,955	670,000	569,189	51-000-62820	PURCHASED POWER	778,000	778,000
106,337	115,013	95,000	75,767	51-000-62821	BPA TRANSMISSION BILLS	101,500	101,500
794	-	1,500	-	51-000-62860	REGULATORY	1,500	1,500
-	-	500	-	51-405-62865	CROSSING & ENCROACHMENTS	500	500
2,480	2,843	4,000	246	51-000-62870	MISC & LEGAL EXPENSES	2,500	2,500
6,363	6,529	7,000	6,666	51-000-62880	LAND USE PERMIT (USFS)	7,000	7,000
6,472	7	2,000	-	51-000-62900	MISC DISTRIBUTION EXP - OTHER	2,000	2,000
-	-	1,000	-	51-000-62910	MAINTENANCE OF TRANSMISSION - OTHER	1,000	1,000
1,093,856	1,161,117	984,952	791,101			1,114,661	1,114,661
113,689	114,891	124,216	93,162		ADMINISTRATIVE OVERHEAD	126,109	126,109
1,207,546	1,276,008	1,109,168	884,263			1,240,770	1,240,770

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
					EXPENSE - CAPITAL OUTLAY		
1,240	2,036	4,000	1,480	51-000-63670	ELECTRICAL CONDUCTORS	6,500	6,500
-	765	-	-	51-000-63002	METERS	5,000	5,000
4,798	259	3,000	-	51-000-63690	HOT LINES TOOLS & ROPE	2,500	2,500
1,730	1,924	4,000	1,894	51-000-63700	TESTING EQUIPMENT & TOOLS	4,000	4,000
587	-	-	-	51-000-63730	RADIO - TRUCK	-	-
171,241	1,286	5,000	1,710	51-000-63770	TRANSFORMERS	10,000	10,000
3,099	-	-	-	51-000-63771	VAULTS	-	-
-	-	-	-	51-000-63780	POLES & CROSS ARMS	3,000	3,000
8	-	1,000	-	51-000-63790	LOCATOR	1,000	1,000
-	-	1,500	-	51-000-63921	CONDUIT	2,000	2,000
852	-	-	-	51-000-63922	TERMINATIONS	1,000	1,000
342	-	-	-	51-000-63946	COMPUTERS/SOFTWARE	1,000	1,000
183,896	6,270	18,500	5,084			36,000	36,000
					EXPENSE - INTER-FUND TRANSFERS		
-	-	-	-	51-000-64009	TO CAPITAL RESERVE FUND	75,000	75,000
3,600	3,600	3,600	3,600	51-000-64045	TRANSFER TO WATER FUND	3,600	3,600
-	-	-	-	51-000-64046	TRANSFER TO GRANT - MATCH	-	-
3,600	3,600	3,600	3,600			78,600	78,600
					EXPENSE - CONTINGENCY		
-	-	10,948	-	51-000-65010	CONTINGENCY	58,675	58,675
-	-	10,948	-			58,675	58,675
					DEBT SERVICE		
14,310	14,680	15,055	11,279	51-000-66000	DIGGER DERRICK LOAN PAYMENT-PRINCIPLE	10,434	10,434
1,213	843	469	363	51-000-66001	DIGGER DERRICK LOAN PAYMENT-INTEREST	125	125
15,523	15,523	15,524	11,642			10,559	10,559

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
					CAPITAL PROJECTS		
					EXPENSE - PERSONNEL SERVICES		
1,009	925	-	165	51-000-61050	FICA	-	-
407	319	-	81	51-000-61060	WORKER'S COMP	-	-
5	4	-	1	51-000-61065	WORKER'S BENEFIT FUND	-	-
1,390	2,927	-	570	51-000-61070	HEALTH INSURANCE	-	-
3,382	3,466	-	530	51-000-61080	PERS (PENSION)	-	-
14	13	-	2	51-000-61090	UNEMPLOYMENT	-	-
13,398	12,558	30,000	2,214	51-000-61149	WAGES	30,000	30,000
19,606	20,211	30,000	3,562			30,000	30,000
					CAPITAL PROJECTS		
					EXPENSE - MATERIALS & SERVICE		
32,092	16,614	30,000	81,161	51-000-62009	MATERIALS	30,000	30,000
-	-	-	-	51-000-62115	ELECTRIC UTILITY UPGRADE	3,300,000	3,300,000
32,092	16,614	30,000	81,161			3,330,000	3,330,000
1,995,434	1,930,623	1,924,883	1,490,519		LIGHT FUND - TOTAL REVENUE	5,312,450	5,312,450
2,041,234	1,907,953	1,924,883	1,354,675		LIGHT FUND - TOTAL EXPENSE	5,312,450	5,312,450
(45,800)	22,671	-	135,844		LIGHT FUND - NET TOTAL	(0)	-

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					CITY LIGHT FUND		
					REVENUE - CITY		
105,428	(71,362)	-	(21,886)	51-305-40010	BEGINNING FUND BALANCE	200,000	200,000
-	100,000	135,000	-	51-305-40085	TRANSFER FROM CAPITAL RESERVE	-	-
540	846	600	3,742	51-305-43600	INTEREST INCOME	4,000	4,000
132,048	32,723	50,000	93,397	51-305-43701	REIMBURSABLE PROJECTS	50,000	50,000
4,788	-	-	-	51-305-43705	REIMBURSABLE PROJECTS -CCHC LB	-	-
20,166	49,636	25,000	1,309	51-305-43710	BPA PAYBACK FOR CONSERVATION	25,000	25,000
37,299	93,576	15,000	13,167	51-305-43800	MISCELLANEOUS INCOME	16,000	16,000
669,847	662,804	665,000	548,334	51-305-43810	RESIDENTIAL SALES	651,300	651,300
453,209	520,126	470,000	424,602	51-305-43820	COMMERCIAL SALES	541,650	541,650
25,660	26,768	25,000	20,509	51-305-43840	STREET LIGHT SALES	25,000	25,000
178,020	159,257	178,000	122,711	51-305-43850	SALES TO PUBLIC BODIES	141,000	141,000
7,560	8,920	5,843	5,960	51-305-43860	CUSTOMER INSTALL CHARGES	8,000	8,000
-	-	-	-	51-305-43863	EDA GRANT	2,640,000	2,640,000
-	-	-	-	51-305-43864	PORT OF CASCADE LOCKS	110,000	110,000
-	-	-	-	51-305-43865	SPECIAL PUBLIC WORKS LOAN	550,000	550,000
3,119	1,898	1,800	-	51-305-43870	TELEPHONE POLE CONTACTS	1,800	1,800
-	1,210	2,500	-	51-305-43880	CATV POLE CONTACT PAYMENTS	1,210	1,210
1,637,683	1,586,401	1,573,743	1,211,845			4,964,960	4,964,960
					REVENUE - SOUTH BANK		
(255)	-	10,000	-	51-306-43701	SB - REIMBURSABLE PROJECTS	10,000	10,000
40	90	50	42	51-306-43800	SB - MISCELLANEOUS INCOME	50	50
146,257	134,093	140,000	106,302	51-306-43810	SB - RESIDENTIAL SALES	128,700	128,700
131,673	144,985	125,000	122,152	51-306-43820	SB - COMMERCIAL SALES	148,350	148,350
78,815	64,054	75,000	50,017	51-306-43850	SB - SALES TO PUBLIC BODIES	58,000	58,000
830	610	700	160	51-306-43860	SB - CUSTOMER INSTALL CHARGES	2,000	2,000
391	391	390	-	51-306-43870	SB - TELEPHONE POLE CONTACTS	390	390
357,751	344,223	351,140	278,674			347,490	347,490
1,995,434	1,930,623	1,924,883	1,490,519		TOTAL LIGHT FUND - REVENUE	5,312,450	5,312,450

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					CITY LIGHT		
					EXPENSE - PERSONNEL SERVICES		
17,213	15,859	19,249	9,176	51-405-61050	FICA	12,650	12,650.00
7,861	5,441	9,586	3,747	51-405-61060	WORKER'S COMP	5,100	5,100.00
68	55	68	31	51-405-61065	WORKER'S BENEFIT FUND	45	45.00
41,353	35,009	38,740	23,026	51-405-61070	HEALTH INSURANCE	34,682	34,682.00
45,633	55,988	69,373	33,558	51-405-61080	PERS (PENSION)	53,619	53,619.00
196	212	252	122	51-405-61090	UNEMPLOYMENT	165	165.00
73,899	69,503	78,276	-	51-405-61120	WORKING FOREMAN	-	-
-	-	-	52,969	51-405-61121	LEAD LINEMAN	75,410	75,410.00
69,529	55,376	70,946	-	51-405-61122	JOURNEYMAN LINEMAN	-	-
61,489	52,158	55,655	53,733	51-405-61123	GROUNDMAN/EQUIPMENT OPERATOR	63,367	63,367.00
15,488	8,471	13,700	3,480	51-405-61124	OVERTIME	8,006	8,006.00
19,173	20,243	33,049	12,123	51-405-61125	STANDBY TIME	18,504	18,504.00
351,901	318,316	388,894	191,965			271,548	271,548
125,323	139,606	140,635	105,476	51-405-61750	ADMINISTRATIVE OVERHEAD	106,286	106,286
477,224	457,922	529,529	297,441			377,834	377,834
					EXPENSE - MATERIALS & SERVICES		
527	322	700	1,152	51-405-62020	TRAVEL & TRAINING INVESTMENT	1,400	1,400
15,038	16,394	12,500	9,845	51-405-62030	DUES, PUBLICATIONS, NOTICES	11,000	11,000
1,471	1,829	1,400	1,097	51-405-62050	TELEPHONE	1,500	1,500
7	7	20	-	51-405-62055	POSTAGE	-	-
2,500	2,438	2,667	2,453	51-405-62060	INSURANCE	2,550	2,550
324	255	600	264	51-405-62063	DRUG TESTING	600	600
1,041	2,538	1,500	-	51-405-62081	COMPUTER LICENSE	1,500	1,500
3,735	14,044	6,300	9,328	51-405-62110	CONTRACT SVC - MISC	19,000	19,000
6,000	6,000	7,000	7,000	51-405-62138	LOW-INCOME ENERGY ASST TO MCCAP	7,000	7,000
9,000	9,750	9,000	6,100	51-405-62139	CONSERVATION/ENERGY EFFICIENCY	9,900	9,900
14,722	40,680	15,000	880	51-405-62140	BPA ENERGY EFFICENCY CONSERVATION	15,000	15,000
-	-	300	-	51-405-62180	INJURIES AND DAMAGES	300	300
12,139	13,134	12,000	8,000	51-405-62190	SYSTEM EVALUATION STUDIES	12,000	12,000
5,014	5,057	5,000	3,658	51-405-62200	TRANSPORTATION EXPENSE	5,000	5,000
7,108	4,109	5,500	2,326	51-405-62201	TRANSPORTATION EXPENSE (M&S&PARTS)	5,500	5,500
790	120	1,000	-	51-405-62210	PROTECTIVE CLOTHING	750	750
9,360	9,360	9,360	7,020	51-405-62435	USE OF CITY PROPERTY	9,360	9,360
-	10,803	-	2,728	51-405-62560	MATERIALS, PARTS & SUPPLIES	5,000	5,000
66,337	68,448	66,900	55,741	51-405-62660	INTERNAL PAYMENTS: POWER (5%)	67,948	67,948
119	359	1,000	467	51-405-62680	UNCOLLECTABLE ACCOUNTS	1,000	1,000
5,352	-	1,500	-	51-405-62750	METER EXPENSE - OTHER	1,000	1,000
14,428	1,452	4,000	489	51-405-62770	MAINTAIN LINES - OTHER	3,000	3,000
1,016	4,281	5,000	924	51-405-62780	MAINTAIN TRANSFORMERS - OTHER	5,000	5,000
2,280	602	2,000	620	51-405-62800	MAINTAIN SECURITY/STREET LIGHT	2,000	2,000
2,079	14	2,000	639	51-405-62810	MAINTAIN GENERAL PLANT - OTHER	2,000	2,000

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
653,497	703,751	580,000	511,338	51-405-62820	PURCHASED POWER	708,000	708,000
91,548	101,426	80,000	68,022	51-405-62821	BPA TRANSMISSION BILLS	91,000	91,000
794	-	1,000	-	51-405-62860	REGULATORY	1,000	1,000
-	-	500	-	51-405-62865	CROSSING & ENCROACHMENTS	500	500
2,393	2,803	3,500	145	51-405-62870	MISC & LEGAL EXPENSES	2,000	2,000
6,472	7	2,000	-	51-405-62900	MISC DISTRIBUTION EXP - OTHER	2,000	2,000
-	-	1,000	-	51-405-62910	MAINTENANCE OF TRANSMISSION - OTHER	1,000	1,000
935,093	1,019,981	840,247	700,236			994,808	994,808
95,666	97,787	105,967	79,475	51-405-62950	ADMINISTRATIVE OVERHEAD	112,550	112,550
1,030,759	1,117,768	946,214	779,712			1,107,358	1,107,358
					EXPENSE - CAPITAL OUTLAY		
744	2,036	2,500	1,480	51-405-63670	ELECTRICAL CONDUCTORS	5,000	5,000
-	765	-	-	51-405-63002	METERS	5,000	5,000
3,786	194	2,000	-	51-405-63690	HOT LINES TOOLS & ROPE	1,500	1,500
1,132	1,704	3,000	1,470	51-405-63700	TESTING EQUIPMENT & TOOLS	3,000	3,000
587	-	-	-	51-405-63730	RADIO - TRUCK	-	-
171,241	1,286	5,000	1,710	51-405-63770	TRANSFORMERS	10,000	10,000
-	-	-	-	51-405-63780	POLES & CROSS ARMS	1,500	1,500
8	-	1,000	-	51-405-63790	LOCATOR	1,000	1,000
-	-	1,500	-	51-405-63921	CONDUIT	2,000	2,000
852	-	-	-	51-405-63922	TERMINATIONS	1,000	1,000
342	-	-	-	51-405-63946	COMPUTER EQUIPMENT	1,000	1,000
178,691	5,985	15,000	4,660			31,000	31,000
					EXPENSE - INTER-FUND TRANSFERS		
-	-	-	-	51-405-64009	TO CAPITAL RESERVE FUND	75,000	75,000
3,600	3,600	3,600	3,600	51-405-64045	TRANSFER TO WATER FUND	3,600	3,600
-	-	-	-	51-405-64046	TRANSFER TO GRANT FUND- MATCH	-	-
3,600	3,600	3,600	3,600			78,600	78,600
					EXPENSE - CONTINGENCY		
-	-	10,948	-	51-405-65010	CONTINGENCY	58,675	58,675
-	-	10,948	-			58,675	58,675
					DEBT SERVICE		
14,310	14,680	15,055	11,279	51-405-66001	DIGGER DERRICK LOAN PAYMENT-PRINCIPLE	10,434	10,434
1,213	843	469	363	51-405-66002	DIGGER DERRICK LOAN PAYMENT-INTEREST	125	125
15,523	15,523	15,524	11,642			10,559	10,559

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
					CAPITAL PROJECTS - CITY		
					EXPENSE - PERSONNEL SERVICES		
631	700	-	165	51-415-61050	FICA	-	-
287	252	-	81	51-415-61060	WORKER'S COMP	-	-
3	3	-	1	51-415-61065	WORKER'S BENEFIT FUND	-	-
1,390	2,495	-	570	51-415-61070	HEALTH INSURANCE	-	-
2,064	2,640	-	530	51-415-61080	PERS (PENSION)	-	-
9	10	-	2	51-415-61090	UNEMPLOYMENT	-	-
8,423	9,562	25,000	2,214	51-415-61149	WAGES	25,000	25,000
12,806	15,662	25,000	3,562			25,000	25,000
					EXPENSE - MATERIALS & SERVICE		
27,764	16,614	25,000	81,161	51-415-62009	MATERIALS	25,000	25,000
-	-	-	-	51-415-62115	ELECTRIC UTILITY UPGRADE	3,300,000	3,300,000
27,764	16,614	25,000	81,161			3,325,000	3,325,000
					LIGHT FUND - SOUTH BANK		
					EXPENSE - PERSONNEL SERVICES		
5,142	5,773	6,416	1,614	51-406-61050	FICA	5,160	5,160
1,899	1,565	3,195	673	51-406-61060	WORKER'S COMP	1,700	1,700
12	13	23	2	51-406-61065	WORKER'S BENEFIT FUND	18	18
11,435	8,879	12,914	3,208	51-406-61070	HEALTH INSURANCE	11,561	11,561
14,614	18,577	23,124	5,579	51-406-61080	PERS (PENSION)	21,875	21,875
63	77	84	21	51-406-61090	UNEMPLOYMENT	67	67
11,090	17,832	26,902	-	51-406-61120	WORKING FOREMAN	-	-
-	-	-	4,344	51-406-61121	LEAD LINEMAN	25,137	25,137
12,437	17,214	23,649	-	51-406-61122	JOURNEYMAN LINEMAN	-	-
9,119	10,378	18,552	5,299	51-406-61123	GROUNDMAN/EQUIPMENT OPERATOR	21,122	21,122
21,143	11,978	4,567	550	51-406-61124	OVERTIME	2,669	2,669
14,793	19,519	11,016	11,254	51-406-61125	STANDBY TIME	18,504	18,504
101,748	111,804	130,442	32,543			107,813	107,813
36,729	46,538	47,172	35,379	51-406-61750	ADMIN OH-ELSB PERSONNEL SVC	42,199	42,199
138,477	158,342	177,614	67,922			150,012	150,012

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
					EXPENSE - MATERIALS & SERVICES		
36	38	200	172	51-406-62020	SB - TRAVEL & TRAINING INVESTMENT	200	200
2,397	2,529	1,500	672	51-406-62030	SB - DUES, PUBLICATIONS, NOTICES	1,500	1,500
210	269	250	132	51-406-62050	SB - TELEPHONE	250	250
1,592	1,982	1,805	1,603	51-406-62060	SB - INSURANCE	1,700	1,700
60	181	1,000	-	51-406-62110	SB - CONTRACT SVC - MISC	1,000	1,000
-	-	-	-	51-406-62190	SB - SYSTEM EVALUATION STUDIES	-	-
100	600	1,000	537	51-406-62200	SB - TRANSPORTATION EXPENSE	1,000	1,000
1,094	-	1,000	-	51-406-62201	SB - TRANSPORTATION EXPENSE (M&S&PARTS)	1,000	1,000
637	-	500	-	51-406-62210	SB - PROTECTIVE CLOTHING	500	500
1,950	1,950	1,950	1,463	51-406-62435	SB - USE OF CITY PROPERTY	1,950	1,950
17,837	17,157	17,000	13,924	51-406-62660	SB - INTERNAL PAYMENTS: POWER (5%)	16,753	16,753
-	-	1,000	-	51-406-62680	SB - UNCOLLECTABLE ACCOUNTS	1,000	1,000
1,002	-	1,000	-	51-406-62750	SB - METER EXPENSE - OTHER	1,000	1,000
2,454	-	2,000	-	51-406-62770	SB - MAINTAIN LINES - OTHER	2,000	2,000
492	-	1,000	-	51-406-62780	SB - MAINTAIN TRANSFORMERS - OTHER	1,000	1,000
60	88	500	-	51-406-62800	SB - MAINTAIN SECURITY LIGHTS	500	500
106,012	94,204	90,000	57,851	51-406-62820	SB - PURCHASED POWER	70,000	70,000
14,789	13,587	15,000	7,745	51-406-62821	SB - BPA TRANSMISSION BILLS	10,500	10,500
-	-	500	-	51-406-62860	SB - REGULATORY	500	500
6,363	6,529	7,000	6,666	51-406-62880	SB - LAND USE PERMIT (USFS)	7,000	7,000
87	40	500	101	51-406-62870	SB - MISC & LEGAL EXPENSES	500	500
157,172	139,154	144,705	90,865			119,853	119,853
18,023	17,104	18,249	13,687	51-406-62950	ADMIN OH EL SB MATRL/SVC	13,559	13,559
175,195	156,258	162,954	104,551			133,412	133,412
					EXPENSE - CAPITAL OUTLAY		
496	-	1,500	-	51-406-63670	SB - ELECTRICAL CONDUCTORS	1,500	1,500
1,012	65	1,000	-	51-406-63690	SB - HOTLINE TOOLS & ROPE	1,000	1,000
598	220	1,000	424	51-406-63700	SB - TESTING EQUIPMENT & TOOLS	1,000	1,000
3,099	-	-	-	51-406-63771	SB - VAULTS	-	-
-	-	-	-	51-406-63760	SB - INSULATORS & HARDWARE	-	-
-	-	-	-	51-406-63780	SB - POLES & CROSSARMS	1,500	1,500
-	-	-	-	51-406-63785	SB - RADIO UPGRADE	-	-
5,205	284	3,500	424			5,000	5,000
					EXPENSE - CONTINGENCY		
-	-	-	-	51-406-65010	SB - CONTINGENCY	-	-
-	-	-	-			-	-

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
					CAPITAL PROJECTS - SOUTH BANK		
					EXPENSE - PERSONNEL SERVICES		
378	225	-	-	51-416-61050	FICA		
121	67	-	-	51-416-61060	WORKER'S COMP	-	-
2	1	-	-	51-416-61065	WORKER'S BENEFIT FUND	-	-
-	432	-	-	51-416-61070	HEALTH INSURANCE	-	-
1,318	826	-	-	51-416-61080	PERS (PENSION)	-	-
5	3	-	-	51-416-61090	UNEMPLOYMENT	-	-
4,975	2,995	5,000	-	51-416-61149	SB - WAGES	5,000	5,000
6,799	4,549	5,000	-			5,000	5,000
					EXPENSE - MATERIALS & SERVICE		
4,328	-	5,000	-	51-416-62009	SB - MATERIALS	5,000	5,000
4,328	-	5,000	-			5,000	5,000
1,995,434	1,930,623	1,924,883	1,490,519		LIGHT FUND - TOTAL REVENUE	5,312,450	5,312,450
2,076,371	1,952,509	1,924,883	1,354,675		LIGHT FUND - TOTAL EXPENSE	5,312,450	5,312,450
(80,937)	(21,885)	-	135,844		LIGHT FUND - NET TOTAL	(0)	-

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
6/30/2017	6/30/2018	6/30/2019	3/31/2019				
					CAPITAL RESERVE		
					REVENUES		
972,219	1,045,759	1,338,260	1,251,124	56-305-40010	BEGINNING FUND BALANCE	1,100,000	1,100,000
30,000	-	-	-	56-305-43001	TRANSFER FROM GENERAL FUND	-	-
20,000	10,000	30,000	30,000	56-305-43003	TRANSFER FROM STREET FUND	30,000	30,000
5,000	5,000	5,000	5,000	56-305-43004	TRANSFER FROM GENERAL FUND - PROPERTY	5,000	5,000
10,000	50,000	30,000	-	56-305-43008	TRANSFER FROM TOURISM	-	-
704	690	940	940	56-305-43009	TRANSFER FROM STREET FUND-BIKE PATH/SIDEWALKS	1,000	1,000
79,890	80,456	-	-	56-305-43015	TRANSFER FROM GENERAL FUND - FIRE LOAN	-	-
-	-	-	-	56-305-43017	TRANSFER FROM EMS - GENERAL FUND PAYBACK	-	-
-	-	-	-	56-305-43018	TRANSFER FROM EMS FUND	-	-
2,459	2,459	2,460	1,844	56-305-43019	TRANSFER FROM EMS - FIRE TRUCK LOAN	918	918
20,000	30,000	40,000	40,000	56-305-43021	TRANSFER FROM WATER FUND	50,000	50,000
8,108	8,318	9,000	5,789	56-305-43022	TRANSFER FROM WATER - METER MAINTENANCE	9,000	9,000
-	19,000	10,000	7,556	56-305-43023	TRANSFER FROM WATER - HYDRANTS	-	-
100,287	100,000	75,000	-	56-305-43031	TRANSFER FROM SEWER FUND	-	-
-	-	63,500	63,177	56-305-43035	TRANSFER FROM SEWER BOND FUND	-	-
-	-	-	-	56-305-43046	TRANSFER FROM OIB FUND	-	-
-	-	-	-	56-305-43051	TRANSFER FROM ELECTRICAL	75,000	75,000
65,217	-	-	-	56-305-43057	TRANSFER FROM GRANT FUND	-	-
9,972	17,036	6,000	23,421	56-305-43600	INTEREST INCOME	10,000	10,000
-	-	-	-	56-305-43605	LOAN PROCEEDS	-	-
1,025	15,251	-	-	56-305-43730	SALE OF SURPLUS EQUIPMENT	-	-
-	-	-	-	56-305-43740	SALE OF OLD FIRE STATION	-	-
2,752	48,000	-	-	56-305-43800	MISCELLANEOUS INCOME	-	-
-	-	-	-	56-305-43862	EQUIPMENT RENTAL INCOME	-	-
1,327,633	1,431,969	1,610,160	1,428,851			1,280,918	1,280,918
					ADMINISTRATION DEPT. EXPENDITURES -CAPITAL OUTLAY		
-	1,698	10,000	6,441	56-405-63941	SYS, VEHICLE, EQUIP UPGRADE/REPLACEMENT	10,000	10,000
-	-	70,360	-	56-405-63950	RESERVE	58,252	58,252
-	1,698	80,360	6,441			68,252	68,252
					ADMINISTRATION DEPARTMENT INTERFUND TRANSFERS		
-	-	-	-	56-405-64001	TRANSFER TO OTHER FUNDS	-	-
					STREET DEPARTMENT EXPENDITURES -CAPITAL OUTLAY		
-	-	23,000	-	56-403-63941	SYS, VEHICLE, EQUIP UPGRADE/REPLACEMENT	23,000	23,000
-	-	114,200	-	56-403-63950	RESERVE	130,561	55,561
-	-	137,200	-			153,561	78,561

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
					STREET DEPARTMENT INTERFUND TRANSFERS		
-	-	75,000	-	56-403-64001	TRANSFER TO OTHER FUNDS	-	75,000
					STREET BIKE PATH/SIDEWALK EXPENDITURES-CAPITAL OUTLAY		
-	-	-	-	56-409-63941	SYS, VEHICLE, EQUIP UPGRADE/REPLACEMENT	-	-
-	-	2,350	-	56-409-63950	RESERVE	3,400	3,400
-	-	2,350	-			3,400	3,400
					STREET BIKE PATH/SIDEWALK INTERFUND TRANSFERS		
-	-	-	-	56-409-64001	TRANSFER TO OTHER FUNDS	-	
					PROPERTY DEPARTMENT EXPENDITURES -CAPITAL OUTLAY		
-	-	-	-	56-404-63941	SYS, VEHICLE, EQUIP UPGRADE/REPLACEMENT	-	-
-	-	19,421	-	56-404-63950	RESERVE	25,000	25,000
-	-	19,421	-			25,000	25,000
					PROPERTY DEPARTMENT INTERFUND TRANSFERS		
-	-	-	-	56-404-64001	TRANSFER TO OTHER FUNDS	-	-
					EMS DEPARTMENT EXPENDITURES -CAPITAL OUTLAY		
-	-	-	-	56-406-63941	SYS, VEHICLE, EQUIP UPGRADE/REPLACEMENT	-	-
-	-	111	-	56-406-63950	RESERVE	115	115
-	-	111	-			115	115
					EMS DEPARTMENT INTERFUND TRANSFERS		
-	-	-	-	56-406-64001	TRANSFER TO OTHER FUNDS	-	-
					EMS MEMORIAL EXPENDITURES -CAPITAL OUTLAY		
-	-	-	-	56-407-63941	SYS, VEHICLE, EQUIP UPGRADE/REPLACEMENT	-	-
-	-	668	-	56-407-63950	RESERVE	690	690
-	-	668	-			690	690
					EMS MEMORIAL INTERFUND TRANSFERS		
-	-	-	-	56-407-64001	TRANSFER TO OTHER FUNDS	-	-
					TOURISM DEPARTMENT EXPENDITURES -CAPITAL OUTLAY		
-	-	-	-	56-408-63941	SYS, VEHICLE, EQUIP UPGRADE/REPLACEMENT	-	-
-	-	95,150	-	56-408-63950	RESERVE	67,900	67,900
-	-	95,150	-			67,900	67,900
					TOURISM DEPARTMENT INTERFUND TRANSFERS		
-	-	-	-	56-408-64001	TRANSFER TO OTHER FUNDS	-	-
					WATER DEPARTMENT EXPENDITURES -CAPITAL OUTLAY		
9,240	1,500	67,000	-	56-421-63941	SYS, VEHICLE, EQUIP UPGRADE/REPLACEMENT	67,000	67,000
-	-	217,800	-	56-421-63950	RESERVE	240,000	240,000
9,240	1,500	284,800	-			307,000	307,000

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	CURRENT YEAR ACTUALS 18-19	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
					WATER DEPARTMENT INTERFUND TRANSFERS		
-	-	-	-	56-421-64001	TRANSFER TO OTHER FUNDS	-	-
					WATER METERS EXPENDITURES -CAPITAL OUTLAY		
(4,858)	18,240	35,000	-	56-422-63941	SYS, VEHICLE, EQUIP UPGRADE/REPLACEMENT	35,000	35,000
-	-	69,200	-	56-422-63950	RESERVE	29,000	29,000
(4,858)	18,240	104,200	-			64,000	64,000
					WATER METERS INTERFUND TRANSFERS		
-	-	-	-	56-422-64001	TRANSFER TO OTHER FUNDS	-	-
					HYDRANT EPENDITURES-CAPITAL OUTLAY		
-	-	-	-	56-423-63941	SYS, VEHICLE, EQUIP UPGRADE/REPLACEMENT	-	-
-	-	29,300	-	56-423-63950	RESERVE	41,000	41,000
-	-	29,300	-			41,000	41,000
					HYDRANT METER INTERFUND TRANSFERS		
-	-	-	-	56-423-64001	TRANSFER TO OTHER FUNDS	-	
					SEWER DEPARTMENT EXPENDITURES -CAPITAL OUTLAY		
-	-	108,000	-	56-431-63941	SYS, VEHICLE, EQUIP UPGRADE/REPLACEMENT	108,000	108,000
-	-	345,100	-	56-431-63950	RESERVE	293,000	293,000
-	-	453,100	-			401,000	401,000
					SEWER DEPARTMENT INTERFUND TRANSFERS		
-	-	-	-	56-431-64001	TRANSFER TO OTHER FUNDS	-	-
					CATV EXPENDITURES -CAPITAL OUTLAY		
-	-	-	-	56-441-63941	SYS, VEHICLE, EQUIP UPGRADE/REPLACEMENT	-	-
-	-	-	-	56-441-63950	RESERVE	-	-
-	-	-	-			-	-
					CATV INTERFUND TRANSFERS		
67	-	-	-	56-441-64001	TRANSFER TO OTHER FUNDS	-	-
					ELECTRIC DEPARTMENT EXPENDITURES -CAPITAL OUTLAY		
267,709	59,406	120,000	-	56-451-63941	SYS, VEHICLE, EQUIP UPGRADE/REPLACEMENT	120,000	120,000
-	-	73,500	-	56-451-63950	RESERVE	29,000	29,000
267,709	59,406	193,500	-			149,000	149,000
					ELECTRIC DEPARTMENT INTERFUND TRANSFERS		
-	100,000	135,000	-	56-451-64001	TRANSFER TO OTHER FUNDS	-	-
1,327,633	1,431,969	1,610,160	1,428,851		CAPITAL RESERVE - TOTAL REVENUE	1,280,918	1,280,918
272,158	180,844	1,610,160	6,441		CAPITAL RESERVE - TOTAL EXPENSE	1,280,918	1,280,918
1,055,475	1,251,125	-	1,422,411		CAPITAL RESERVE - NET TOTAL	-	-

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
			TOTAL OF ALL FUNDS		
			REVENUES		
1,265,706	1,389,289	1,348,374	GENERAL FUND	1,383,639	1,383,639
280,894	380,637	338,200	SYSTEM DEVELOPMENT FUND	442,000	442,000
199,333	200,752	220,100	STREET FUND	260,800	250,800
369,741	553,098	497,120	EMS FUND	539,604	549,604
136,302	5,389	450,000	GRANT FUNDS	470,000	470,000
139,697	154,324	123,030	TOURISM FUND	110,500	110,500
8,880	9,390	7,625	CEMETERY FUND	7,865	7,865
14,183	11,771	11,964	CEMETERY TRUST FUND	9,000	9,000
440,624	2,531,562	4,401,804	WATER FUND	2,252,100	2,252,100
-	-	236,586	WATER SYSTEM IMPROVEMENT FUND	254,529	254,529
-	-	18,200	CORROSION CONTROL TREATMENT FUND	33,442	33,442
579,566	622,677	639,580	SEWER FUND	6,146,100	6,146,100
139,953	140,888	63,500	SEWER BOND FUND	-	-
-	-	77,711	SEWER BOND REFINANCE FUND	72,225	72,225
-	-	127,680	SEWER FACILITIES PROJECT FUND	56,000	56,000
57,646	20,390	148	CATV/BB FUND	-	-
-	-	-	OIB FIRE HALL DEBT FUND	-	-
1,995,434	1,930,623	1,924,883	CITY LIGHT FUND	5,312,450	5,312,450
1,327,633	1,431,969	1,610,160	CAPITAL RESERVE	1,280,918	1,280,918
6,955,593	**9,382,758**	**12,096,665**	**TOTAL REVENUES**	**18,631,172**	**18,631,172**
			EXPENDITURES		
			PERSONNEL SERVICES		
479,800	528,866	609,192	GENERAL FUND	637,962	637,962
48,604	27,994	55,934	STREET FUND	59,431	59,431
186,547	282,329	300,269	EMS FUND	381,576	381,576
-	-	-	GRANT FUND	-	-
3,601	2,081	5,485	CEMETERY FUND	5,627	5,627
92,349	103,806	96,998	WATER FUND	104,954	104,954
39,192	32,450	37,168	SEWER FUND	40,347	40,347
-	-	-	CATV/BB FUND	-	-
615,701	616,264	707,143	CITY LIGHT FUND	527,846	527,846
1,465,793	**1,593,789**	**1,812,189**	**TOTAL PERSONNEL SERVICES**	**1,757,743**	**1,757,743**

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19		LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
				MATERIALS/SERVICES		
307,880	324,020	436,279		GENERAL FUND	409,167	409,167
12,133	10,984	19,731		STREET FUND	18,812	18,812
77,827	94,607	98,633		EMS FUND	93,919	93,919
78,711	5,298	450,000		GRANT FUNDS	470,000	470,000
45,721	71,150	73,920		TOURISM FUND	104,250	104,250
1,365	1,506	2,140		CEMETERY FUND	2,238	2,238
122,404	123,516	154,140		WATER FUND	221,481	221,481
211,104	214,999	222,607		SEWER FUND	228,716	228,716
62,006	20,243	-		CATV/BB FUND	-	-
1,205,953	1,274,026	1,109,168		CITY LIGHT FUND	1,240,770	1,240,770
2,125,105	**2,140,347**	**2,566,618**		**TOTAL MATERIAL/SERVICES**	**2,789,353**	**2,789,353**
				CAPITAL OUTLAY		
-	9,068	26,711		GENERAL FUND	14,900	14,900
-	2,808	338,200		SYSTEM DEVELOPMENT FUND	442,000	442,000
-	-	35,000		STREET FUND	40,000	40,000
16,330	1,005	49,000		EMS FUND	49,200	49,200
-	-	-		GRANT FUNDS	-	-
-	-	8,664		CEMETERY TRUST	4,885	4,885
2,005	-	26,500		WATER FUND	27,500	27,500
4,735	-	34,000		SEWER FUND	34,000	34,000
183,896	6,270	18,500		CITY LIGHT FUND	36,000	36,000
272,091	80,844	363,000		CAPITAL RESERVE	363,000	363,000
479,057	**99,995**	**899,575**		**TOTAL CAPITAL OUTLAY**	**1,011,485**	**1,011,485**
				INTERFUND TRANSFERS		
200,990	225,756	209,320		GENERAL FUND	268,404	268,404
-	-	-		SYSTEM DEVELOPMENT FUND	-	-
20,704	10,690	50,940		STREET FUND	101,000	101,000
-	20,000	-		EMS FUND	-	-
65,217	-	-		GRANT FUNDS	-	-
10,000	50,000	30,000		TOURISM FUND	-	-
-	-	-		CEMETERY FUND	-	-
2,785	3,039	3,300		CEMETERY TRUST FUND	4,115	4,115
28,108	57,318	272,839		WATER FUND	307,000	307,000
177,998	177,711	280,391		SEWER FUND	126,061	126,061
-	-	63,500		SEWER BOND FUND	-	-
-	-	148		CATV/BB FUND	-	-
-	-	-		OIB FIRE HALL DEBT FUND		
3,600	3,600	3,600		CITY LIGHT FUND	78,600	78,600
67	100,000	210,000		CAPITAL RESERVE	-	75,000
509,469	**648,113**	**1,124,038**		**TOTAL INTERFUND TRANSFERS**	**885,180**	**960,180**

16-17 ACTUAL	17-18 ACTUAL	CURRENT YEAR BUDGET 18-19	LINE ITEM DESCRIPTION	PROPOSED 2019-2020 BUDGET	APPROVED 2019-2020 BUDGET
			DEBT SERVICE		
4,788	-	-	GENERAL FUND	-	-
82,349	82,915	2,460	EMS FUND	918	918
-	-	236,586	WATER SYSTEM IMPROVEMENT FUND	254,529	254,529
-	-	18,200	CORROSION CONTROL TREATMENT FUND	33,442	33,442
77,711	627,711	-	SEWER BOND FUND	-	-
-	-	77,711	SEWER BOND REFINANCE FUND	72,225	72,225
-	-	127,680	SEWER FACILITIES PROJECT FUND	56,000	56,000
15,523	15,523	15,524	ELECTRIC FUND	10,559	10,559
180,371	**726,149**	**478,161**	**TOTAL DEBT SERVICE**	**427,673**	**427,673**
			CONTINGENCY		
-	-	66,872	GENERAL FUND	53,206	53,206
-	-	58,495	STREET FUND	41,557	31,557
-	-	46,758	EMS FUND	13,991	23,991
-	-	19,110	TOURISM FUND	6,250	6,250
-	-	-	CEMETERY	-	-
-	-	-	CEMETERY TRUST FUND	-	-
-	-	76,812	WATER FUND	161,165	161,165
-	-	55,414	SEWER FUND	100,376	100,376
-	-	10,948	CITY LIGHT	58,675	58,675
-	-	**334,409**	**TOTAL CONTINGENCY**	**435,220**	**435,220**
			CAPITAL PROJECTS		
-	-	-	STREET FUND	-	-
1,384	2,401,976	3,774,515	WATER FUND	1,430,000	1,430,000
1,015	36,337	10,000	SEWER FUND	5,616,600	5,616,600
51,698	36,826	60,000	CITY LIGHT	3,360,000	3,360,000
54,097	**2,475,138**	**3,844,515**	**TOTAL CAPITAL PROJECTS**	**10,406,600**	**10,406,600**
			RESERVES		
-	-	**1,037,160**	**CAPITAL RESERVE FUND**	**917,918**	**842,918**
			TOTALS		
6,955,593	**9,382,758**	**12,096,665**	**REVENUES**	**18,631,172**	**18,631,172**
4,813,890	**7,683,531**	**12,096,665**	**EXPENSES**	**18,631,172**	**18,631,172**
2,141,703	**1,699,227**	-	**NET**	**(0)**	-

AGENDA ITEM NO: 5f

CASCADE LOCKS STAFF REPORT

Date Prepared: May 28, 2019

For City Council Meeting on: June 10, 2019

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve Participation in Movies in the Park Equipment Purchase.

SYNOPSIS: The Hood River County Community Education Program has worked in the past with the Port of Cascade Locks to sponsor movies in the park during the summer. Community Ed no longer has the capacity to help with this project because the equipment needs to be replaced and the personnel which ran this program in the past are not available.

The Port of Cascade Locks would like to keep this successful program going. Please see Paul Koch's Tuesday, May 28 Report to the Port Commission Item #6. I have included a copy of the quote for the equipment. The School District is going to give us the screen.

The cost of the equipment is $3,350. The equipment should last 3-4 years.

CITY COUNCIL OPTIONS:

Does the Council wish to participate in this program?

If yes, how much would the Council like to contribute to this project?

RECOMMENDED MOTION: "I move to approve a donation to the Port of Cascade Locks in the amount of $_____ to continue the Movies in the Park program."

Gordon Zimmerman

From:	Paul Koch <pkoch@portofcascadelocks.org>
Sent:	Tuesday, May 28, 2019 2:31 PM
To:	Jess Groves; Joeinne Caldwell; Brad Lorang; Dean Bump; John Stipan; Tommy Brooks
Cc:	Olga Kaganova; Don Mann; Melissa Warren; Sally Moore; Brittany Berge; Bridge of the Gods; Colette Bondurant; Diana Reedy Van Winkle; Gordon Zimmerman; Kendall Adams; Mark Johnson; Pat Colgan; Ryan Vollans; tmohr; Jan McCartan; Darrin Eckman; Jim Bussard; jcaldwell-wagner@cascade-locks.or.us; spatrick@cascade-locks.or.us
Subject:	Tuesday Report

Commissioners: Here is your Tuesday May 28 report.

1. **Toll Bridge Sub Committee:** This sub-committee created to deal with issues at the BOG will meet Wednesday at 4:30 in House 3. Some of the discussion items will include work schedules, breaks and meeting BOLI requirements and other issues dealing with the BOG and the Toll Booth. Jess and Brad are the members of this sub-committee.
2. **Event Coordination:** This staff work group will meet Wednesday at 10 am on site at the Thunder Island wedding sites. We will be determining the proper holding capacity (how many people can be accommodated) in each site. Also on the agenda is the plan for July 4th and safety and coorindation issues. The staff group will also begin researching the holding capacity of park areas. We are researching what other agencies are doing in the hopes os picking up some good ideas.
3. **Budget Committee:** The Budget Committee will meet Monday June 3 at 6 pm to review the budget and the modifications that have been made since the first meeting.
4. **Beach area sign**: Staff inadvertinently placed an area closed sign at the entry of the sailing beach. That sign was not intended to be installed and will only be used when there is a safety issue for the general public in the sailing beach area. We did this 2 years ago when the number of boats and sailers made the area unsafe

for the general public. Marine Park is a public park and therefore is always open to the general public at all times. There is a signed public swimming area at the beach that is always available. Any closure of the area is a decision of the GM based on safety issues for the general public. Such a temporary closure will be preceded by extensive community education and information.

5. **BOG traffic waiver**: Apparently on Monday the Toll Booth staff waived vehicles without toll through the toll plaza because of heavy traffic or back up in town. Current Port Policy relies on notification to the Bridge Manager who then makes that decision. That notice did not happen. I was called by ODOT at 5:40 pm and was told that vehicle traffic was backing up and interfering with traffic on I-84. Ryan is looking into this situation and will be reporting back on what happened. Normally when ODOT requests it, we bill them for the equivalent tolls. Waiving traffic through heading north is tricky in that we can create problems on the Washington side at Highway 14.

6. **Movies in the Park:** We have finished our research and will be proposing the purchase of a new projector so that the movies in the Park can continue for the community. The plan is to work with the City and volunteers to keep this community program going and to enhance the community evenings with live entertainment along the way. The costs we will be asking you to approve are $3,350. and includes a new projector and sound system. The School District will be giving the outdoor inflatable screen to the City.

7. **Newcomers Picnic:** On June 10 I will appear before the City Council to give my last Port Status Report and ask the City Council to partner with the Port on planning and conducting a newcomers picnic in Marine Park. With all the newcomers who have come to town over the last few years, it is important to get newcomers out, meet them and offer them some opportunites to serve the

community. CGRA has donated $250 to help defray the costs of this event.

If you have any questions, please feel free to call me.

Thanks.

Paul

Gordon Zimmerman

From: Olga Kaganova <okaganova@portofcascadelocks.org>
Sent: Friday, May 24, 2019 3:46 PM
To: Gordon Zimmerman
Subject: Fwd: Projector for Movies in the Park
Attachments: 75529.pdf

Gordon,

Is the City interested in participating in this cost? The cost is lower than I expected and this should last us 3-4 summers. Brittany and I are looking for volunteers to fun the movies and are also working on copyright licensing, but it would be nice to say this is sponsored by the Port and the City.

Probably not too much time before we need to order, but we can always move the first movie night if you need to take to council.

Thanks!

Olga

---------- Forwarded message ---------
From: **Jeremy Bowen** <jeremy.bowen@audiopronw.com>
Date: Fri, May 24, 2019 at 2:47 PM
Subject: RE: Projector for Movies in the Park
To: Olga Kaganova <okaganova@portofcascadelocks.org>
Cc: Brittany Berge <bberge@portofcascadelocks.org>

Olga,

I have attached a proposal for a projector and sound system here. They will give you some room to grow. I would need to check with our distributor for lead times. Thanks!

All the best,

Jeremy Bowen

Chief Event Technologist, Streaming Media Evangelist

Audio Professionals NW

C: 503.891.7117

O: 503.974.6008

jeremy.bowen@audiopronw.com

From: Olga Kaganova [mailto:okaganova@portofcascadelocks.org]
Sent: Friday, May 24, 2019 11:01 AM
To: Jeremy Bowen <jeremy.bowen@audiopronw.com>
Cc: Brittany Berge <bberge@portofcascadelocks.org>
Subject: Re: Projector for Movies in the Park

I think 14 feet. Probably up to 100, but we should think for the future and invest into a slightly more robust sounds system. We'd like the sound system to double-up for other outdoor community events.

On Fri, May 24, 2019 at 10:59 AM Jeremy Bowen <jeremy.bowen@audiopronw.com> wrote:

Olga,

Thanks for the email. What size is the inflatable screen that you will be using? About how many people will be at your events?

All the best,

Jeremy Bowen

Chief Event Technologist, Streaming Media Evangelist

Audio Professionals NW

C: 503.891.7117

O: 503.974.6008

jeremy.bowen@audiopronw.com

From: Olga Kaganova [mailto:okaganova@portofcascadelocks.org]
Sent: Friday, May 24, 2019 9:33 AM
To: jeremy.bowen@audiopronw.com; Brittany Berge <bberge@portofcascadelocks.org>
Subject: Projector for Movies in the Park

Jeremy,

Community Ed in Hood River used to host movies in the park, but will stop this year. The Port and the City want to take that on and get volunteers to run the nights. We're looking for equipment to purchase or lease, though probably purchase. Ideally, the projector is bright enough to be able to start movies as early as possible. Community Ed will give us their blow up screen. We are also looking for an outdoor sound system if you can recommend and help us purchase.

We need port commission's and city council's approval on these, since they are not budgeted, but are committed to working very quickly through those. I'm including Brittany, our Special Projects Coordinator, who is working with me on this project.

Thank you.

Olga

Audio Professionals NW

www.audiopronw.com
jeremy@audiopronw.com
503-891-7117

PO Box 14942
Portland, OR 97293

Estimate

Date	Estimate #
5/27/2019	75529

Name / Address	Project

Description	Qty	Rate	Total
Mackie SRM450	2	499.00	998.00T
Mackie 802vlz4	1	199.00	199.00T
Ultimate Speaker stands	2	99.00	198.00T
Interconnect cables	1	50.00	50.00T
Hitachi CP-WU5500 - 5200 lumens - 1920*1200	1	1,750.00	1,750.00T
Shipping	1	155.00	155.00
		0.00%	0.00
		Total	$3,350.00

Accepted by_____ Date_____

Prices good for 30 days, unless otherwise noted.

AGENDA ITEM NO: 5g1

CASCADE LOCKS STAFF REPORT

Date Prepared: May 30, 2019

For City Council Meeting on: June 10, 2019

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve Multi-faceted Economic Development Strategy

SYNOPSIS: In February of 2012, the City Council adopted the multifaceted Economic Development Strategy – a framework for working with the Port of Cascade Locks and state and federal agencies to advance our collective community and economic development efforts. This multifaceted approach has proven successful in bringing new businesses to Cascade Locks, creating jobs for our citizens, and encouraging growth both commercially and residentially.

The Joint Work Group for Economic Development (JWGED) revisited this schematic over the last few months. We replaced the words "survivability," "survive," and "survival" with the more positive words "viability," "thrive," and "vitality." We also reviewed the sectors on the right-hand side of the page to reflect more action and phrases for attention.

The Port of Cascade Locks will review this on June 6.

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

RECOMMENDED MOTION: "I move to approve the 2019 revision of the Multifaceted Economic Development Strategy.

MULTIFACETED ECONOMIC DEVELOPMENT STRATEGY
CASCADE LOCKS, OREGON

Goals: more jobs, more taxpayers, local added value, economic **viability**, quality of life.

To create jobs and **thrive** economically for many years **to come**, a multi-faceted approach to economic development is required. These are the many facets of the Cascade Locks economic development effort. **These** strategies, linked together, help ensure long term community **vitality**.

Adopted by Cascade Locks City Council ~~February 13, 2012~~.
Adopted by Port of Cascade Locks Commission ~~March 1, 2012~~.

Jobs
Recruit Light Industries
Enhance Existing Businesses
Recruit Essential Services
Continue City-Port Cooperation
Partnership with USFS/ODFW
Native American Harvest
Partnership with Warm Springs
Recruit Medical Providers

Industry
Enhanced Business Park
Create Industrial Space
Maintain Competitive Utility Rates
Consistent Zoning Codes and Permits

Tourism
Create and/or Expand Events
Enhance Year-Round Appeal
Targeted Marketing
Clean, Comfortable Lodging
Variety of Restaurants
Seasonal Farmers Market
Cascade Locks Interpretive Center/
Museum/Visitor's Center/Pony Exhibit
Marine Park Enhancements

Downtown Revitalization
Gorge Hubs Overlook Park
Recruit New Commercial Businesses
Create Public Art
WaNaPa Improvements
Shared Parking
Storefront Upgrades

Family and Youth Activities
Holiday Celebrations
Promote Sailing and CGRA
Provide Local Social Services
Encourage Youth Employment
Create and Use Gathering Places
Encourage Youth Athletics
Partner with Stevenson Pool

Transportation
New east I-84 interchange
Improve Traffic Flow-Tollhouse/WaNaPa
Partner with UPRR
Safe Routes to School
Railroad Quiet Zone
Develop Truck Route to Business Park

Education
Excellence in Learning at our School
MHCC Classroom in Town
Skill Training for Current/Future Jobs
SBDC Partnership MHCC/CGCC
Enhanced Public Library

Recreation and the Outdoors
Expand Recreational Opportunities
PCT/Historic Columbia River Highway
Port Hike/Bike Trail System
Disc Golf Course Improvements
Community Center/Gymnasium

Community Enhancement
Support Beautification Efforts
Enhanced Public Safety
Fire and Ambulance Services
Support Fish Food Bank
Increase Volunteerism
Spring and Fall Clean Up

Local Government
Business Friendly
Well Maintained Infrastructure
Open and Transparent
Citizen Involvement
Rapid Response
Comparable Rates, Policies
Flexibility and Consistency

Housing
Affordable Workforce Housing
Wide Variety and Appeal
Clean, Attractive Neighborhoods

AGENDA ITEM NO: 5g2

CASCADE LOCKS STAFF REPORT

Date Prepared: May 30, 2019

For City Council Meeting on: June 10, 2019

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve Concept Paper Regarding the Efficiency and Effectiveness of JWGED.

SYNOPSIS: The Joint Work Group for Economic Development has reviewed a "Concept Paper Regarding the Efficiency and Effectiveness of the JWGED."

1. A clarification in the purpose statement was added to establish the purpose to "strengthen the local economy."
2. Under the recommended concept, it is recommended to periodically review the Multifaceted Economic Development Strategy.
3. It is also recommended that the City Council and the Port "develop and maintain effective relationships with other jurisdictions . . ."
4. An example was added about the effectiveness of the JWGED in 2014 following the adoption of the economic development priorities.

This document helps to define the role of the JWGED as a support and advisory group to both the Port Commission and the City Council.

CITY COUNCIL OPTIONS: Approve, modify, or reject the concept paper.

RECOMMENDED MOTION: "I move to approve the Concept Paper Regarding the Efficiency and Effectiveness of the JWGED."

Port of Cascade Locks
JWGED
5/31/19

CONCEPT PAPER REGARDING THE EFFICIENCY AND EFFECTIVENESS OF THE JWGED

PURPOSE: To provide the JWGED with a concept to significantly enhance the effectiveness and efficiency of the group *and strengthen the local economy.*

INTRODUCTION: The JWGED was formed following formal action to adopt the job description of the JWGED by both the Port Commission and the City Council. That action took place in the fall of 2011. The purpose of the JWGED is to "effectively and efficiently coordinate strategies that will create jobs locally, enhance local businesses, create new taxpayers and add value locally". One of the specific tasks (Task 7) is to "make suggestions and recommendations to the Port Commission and City Council for their consideration". One of the roles of the JWGED is to make recommendations to the Port Commission and City Council dealing with economic development.

RECOMMENDED CONCEPT: To significantly enhance the effectiveness and efficiency of the JWGED, the following suggestions are offered.

1. That the JWGED establish clear priorities aimed at job creation and strengthening the local economy.
2. That the JWGED regularly invite and meet with local businesses and citizens to discuss what can and must be done to strengthen, build and enhance existing local businesses.
3. That the JWGED take **formal action by motion** to provide written recommendations to both the City Council and the Port Commission encouraging actions that will create jobs and that strengthens the local economy, *including periodic updating of the Multifaceted Economic Development Strategy.*
4. *That the JWGED recommend and encourage both the City Council and Port Commission to develop and maintain effective relationships with other*

jurisdictions such as Hood River County School District, Hood River County, the Gorge Commission and other organizations that impact upon local economic development.

5. In taking formal action that the JWGED also ask for a report back as to the progress and ultimate disposition of the proposed recommendation.
6. That the JWGED also request review and comment opportunities from both local governments regarding proposed actions that would benefit the local economy. This could be the Port Strategic Business Plan, review of the Ports Economic Development Plans and Marketing Plans or the City's Community Development Code as it pertains to economic development.
7. That the JWGED re-energize efforts to communicate economic development activities to all members of the community.

EXAMPLES:

A. The JWGED action to recommend to the Port that greater attention be paid to enhanced public access to the water in the Business Park resulted in the Port Commission paving Fisherman Road, creating a public parking lot and construction of a shelter for portable toilets. Construction of the roadway, parking lot and portable toilet shelter at the Cove.
B. In 2014 the JWGED formally adopted economic development priorities which included completing the City's Master water Plan which included more water to the Business park and more power to the Business Park. These actions have helped the residential, business and industrial sectors to grow.
C. The JWGED action to support the local pre-school program resulted in both the City and Port funding a portion of the local preschool program as critical to economic development.
D. The JWGED took formal action to direct that a formal concept paper be prepared outlining proposed services for families and children be prepared and brought back to the JWGED within 60 days.

RECOMMENDATION:

That the JWGED, by formal motion, adopt the recommended enhancements leading to more jobs and a stronger local economy.

AGENDA ITEM NO: 5g3

CASCADE LOCKS STAFF REPORT

Date Prepared: June 3, 2019

For City Council Meeting on: June 10, 2019

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve Job Description of JWGED

SYNOPSIS: Please find the updated version of the Job Description for the Joint Work Group on Economic Development (JWGED). The two previous versions have been attached for your information.

CITY COUNCIL OPTIONS: Accept, modify or reject the proposed revision.

RECOMMENDED MOTION: "I move to approve the Job Description for the Joint Work Group on Economic Development as presented."

Recommended by the JWGED to the City Council
Revised June 2019

Job Description

Joint City-Port Work Group on Economic Development JWGED

Purpose: To work together, (City and Port) to create jobs, enhance the success of existing local businesses, bring new businesses to town and collaborate and work together with state, local and county resources and community citizens to enhance the local economy. The Joint Work Group on Economic Development is to effectively and efficiently coordinate, plan, recommend and implement strategies that will create jobs locally, enhance local businesses and create new taxpayers and add value locally.

Membership: The voting membership of the JWGED shall be the appointed members of the City Council (3) and appointed members (2) of the Port Commission. Related agency members may be appointed by the JWGED to serve as non-voting members to enhance coordination and help to achieve goals. Local citizens may also be appointed by the JWGED based on interest and commitment to economic development. Each voting member of the JWGED may bring forth one nominee for participation on the JWGED.

General Description of Duties: The Joint Work Group on Economic Development shall have the primary responsibility of developing plans and strategies that will lead to the creation of local jobs, determining the strategies necessary to recruit and bring in new businesses and to significantly strengthen the local employment market, enhance existing local businesses and create an economically viable community. To fully coordinate Port and City efforts and take full advantage of any state and federal resources that may assist the community achieve its financial goals. A critical task for the JWGED will be the education and communication of the general public and business community.

Staff Support: Staff support for the work of the JWGED shall be provided through the Port General Manager and the City Administrator.

Tasks: The JWGED shall take on the following work tasks in its efforts to enhance the local economy, create jobs for local citizens and generally enhance the local business community.

1. Meet regularly to review current Port and City activities relating to economic development.
2. Openly communicate existing strategies, issues and concerns.
3. Work together and stay focused on what it takes to create jobs locally and develop strategies that will lead to local jobs, more businesses and economic health.
4. Work with state, federal and local resources and agencies and with Confederated Tribes of Warm Springs to enhance job creation and economic development in Cascade Locks.
5. Establish clear priorities and stay focused on delivery of the priorities.
6. Work with and communicate with all existing businesses to ensure that these businesses will thrive over the long term.
7. Coordinate the delivery of services aimed at enhancing the local economy and make recommendations to the respective Commission and Council. (Make suggestions and recommendations to the Port Commission and City Council for their consideration)
8. To develop and seek approval of legislative priorities that will enhance the economy of Cascade Locks. Work with and through statewide organizations to deliver the communities legislative priorities. (LOC, AOC, OPPA etc.)
9. To develop plans and strategies to add local jobs, create new local businesses and services tied to the acquisition of any new large business enterprises.
10. To work with existing local businesses to determine strategies that will strengthen them, increase their success and incomes.
11. Bring in outside resources to assist the community be economically viable.
12. Establish sub-committees to help complete the work of the JWGED. Engage local citizens wherever possible to help achieve success.
13. Other duties as may arise that will lead to the economic success of the community and its citizens.

How we will measure the success of our efforts:

1. **A fully coordinated and integrated economic development strategy will be created.**
2. **New businesses will be recruited to the community.**
3. **Existing businesses will be strengthened and be more economically successful.**
4. **New jobs will be created for local residents.**
5. **New taxpayers will be added to the community.**

City of Cascade Locks, Oregon
Job Description
City Council Sub-Committee
Approved January 23, 2012

APPROVED
JOB DESCRIPTION

CITY COUNCIL SUB-COMMITTEE
ECONOMIC DEVELOPMENT

Purpose: This City Council sub-committee is created to provide City Council assistance and guidance for the economic development, job creation and enhanced value of the community. This Council Sub-Committee is tasked with the responsibility to work with the Port, local citizens, the Downtown Revitalization Steering Committee and others to significantly enhance the economy of the local community.

Membership: This City Council Sub-Committee shall be made up of three members of the City Council. Appointments will be made by motion by the City Council. Attendance by two members of the Sub-Committee will provide that business and decisions can be made.

General Description of Duties: This City Council Sub-Committee shall carry out the following duties.

1. Assist, facilitate and provide leadership for strengthening the economy of the community.
2. Represent the views of the City Council on any matter dealing with economic development, creating local jobs and adding value locally.
3. Work with staff and or consultants to develop proposed policy, programs and procedures that will ensure the long term economic survival of the community.
4. Assist staff in the development of the proposed budget for economic development.
5. Meet regularly with staff and carry recommendations to the full City Council on matters dealing with economic development, job creation and long term community survival.
6. Serve as the City Council liaison with community efforts to enhance the local economy.
7. Communicate issues and concerns from the community to the full City Council.
8. Other matters and assignments as may be requested by the City Council.
9. Keep the full City Council informed of the activities and progress of the Sub-Committee.
10. Work directly with the Port, its staff, consultants and community members to facilitate the implementation of proposals that create opportunity and jobs for the community.
11. Work with, assist and facilitate the revitalization of the downtown core area.

How success will be measured:

1. **A downtown revitalization effort will be started leading to more successful local businesses.**
2. **There will be more jobs for local citizens.**
3. **Added value and utility customers will have been added.**

Approved by the City Council September 12, 2011

Job Description

Joint City-Port Economic Development Task Force

Purpose: The purpose of the Joint Economic Development Task Force is to effectively and efficiently coordinate, plan and implement strategies that will create jobs locally, enhance local businesses and create new taxpayers and add value locally.

General Description of duties: The Joint Economic Development Task Force shall have the primary responsibility of developing plans and strategies that will lead to the creation of local jobs, determining the strategies necessary to recruit and bring in new businesses and to significantly strengthen the local employment market, enhance existing local businesses and create an economically viable community. To fully coordinate Port and City efforts and take full advantage of any state and federal resources that may assist the community achieve its financial goals. A critical task for the Task Force to examine will be the education and communication of the general public and business community.

Task Force Membership: The Joint Task Force shall be made up of two representatives selected by the Board of the Port of Cascade Locks and two members selected by the City Council of the City of Cascade Locks. Other members may be added in either a full capacity or ad-hoc capacity as determined by the Task Force.

Staff Support: Staff support for the work of the Task Force shall be provided through the Port Executive Director and the Interim City Administrator.

Tasks: The Joint Task Force shall take on the following work tasks in its efforts to enhance the local economy, create jobs for local citizens and generally enhance the local business community.

1. Educate it regarding the plans, resources and strategies of each jurisdiction.
2. Openly communicate existing strategies, issues and concerns.
3. Stay focused on what it takes to create jobs locally and develop strategies that will lead to local jobs, more businesses and economic health.
4. Discuss and develop a strategy to educate and communicate with all citizens regarding economic development.
5. Establish clear priorities and stay focused on delivery of the priorities.
6. Work with and communicate with all existing businesses to ensure that these businesses will thrive over the long term.
7. Coordinate the delivery of services aimed at enhancing the local economy and make recommendations to the respective Board and Council. (Make suggestions and recommendations to the Port Board and City Council for their consideration)

8. To develop and seek approval of legislative priorities that will enhance the economy of Cascade Locks. Work with and through statewide organization to deliver the communities legislative priorities.
9. To develop plans and strategies to add local jobs, create new local businesses and services tied to the acquisition of any new large business enterprises.
10. To work with existing local businesses to determine strategies that will strengthen them, increase their success and incomes.
11. Bring in outside resources to assist the community be economically viable.
12. Other duties as may arise that will lead to the economic success of the community and its citizens.

How we will measure the success of our efforts:

1. **A fully coordinated and integrated economic development strategy will be created.**
2. **New businesses will be recruited to the community.**
3. **New jobs will be created for local residents.**
4. **New taxpayers will be added to the community.**
5. **Existing businesses will be strengthened and be more economically successful.**
6. **The community will have identified and developed its own economic future.**
7. **The community will be educated and knowledgeable of local efforts.**

September 11, 2011

AGENDA ITEM NO: 5g4

CASCADE LOCKS STAFF REPORT

Date Prepared: May 31, 2019

For City Council Meeting on: June 10, 2019

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve Establishment of Community Development Sub-Committee of JWGED.

SYNOPSIS: The Joint Work Group for Economic Development (JWGED) Committee was formed by the City Council by motion on January 23, 2012. In June of 2013 it was expanded to include 5 citizen members who can add to the discussion but not vote on any motion.

This committee meets on the last Thursday of each month and is attended by three City Councilors and two Port Commissioners as voting members. There are currently two citizen members (Gary Munkhoff and Bernard Seeger) as well as representatives of the Cascade Locks Elementary School, Mt. Hood Community College, and the Mid-Columbia Economic Development Department. Others have been invited to attend.

The purpose of the JWGED is to "effectively and efficiently coordinate strategies that will create jobs locally, enhance local businesses, create new taxpayers and add value locally."

Attached is a draft for the development of a Community Development Sub-Committee as proposed by Kirstin Walter, the President of Envirovillage, a non-profit devoted to youth development.

The Community Development Sub-Committee would be responsible of coordination with Hood River Community Education, out reach in the Arts, Culture, and Recreation resources, and as a point of contact for health initiatives and Social Services from County and State partners. The suggestion is that this committee be given $10,000 to develop and run this program.

Besides no money being approved in the upcoming Fiscal Year Budget, there are other problems with the process. The City has three standing committees created by either State Statute (Planning Commission and Budget Committee) or City ordinance (Tourism Committee). The Mayor also has the opportunity to create Temporary Committees. The Finance Committee was one of these. The Joint Work Group for Economic Development is Temporary Committee because it was created by Council motion and not by ordinance. Because of its importance, this temporary committee is now in its 6th year.

The City Council rules for creation of committees and Resolution No. 1230 are included in this packet.

The mayor may appoint the members of the committee subject to Council approval.

The committee must operate under the following guidelines:

1. An agenda must be posted at least 24 hours before the meeting.
2. Minutes of the meeting are required.
3. The Committee will elect the chair who will preside.
4. A report shall be given to the Council after each meeting.
5. The Committee shall meet with the City Council annually.
6. Meetings shall be held in City Hall or other accessible location.

Please note that Kirstin Walter is also asking for a $10,000 grant to Envirovillage to help with the activities co-sponsored by Community Education. The Community Support line in the budget has $10,750 available in the next Fiscal Year 2019-2020 Budget. Grants such as this have operated under two major requirements: (1) the funds are spent as reimbursements and not up-front grants, and (2) generally the moneys that are granted are less than half of the budget outlined in the grant application. For the Tourism Committee, for example, the hope is that funding projects at the beginning lead to the projects or activities being self-sustaining in the future. Before any moneys are allocated, it would be good to see a budget for the activities to be funded.

CITY COUNCIL OPTIONS:

1. The Council may choose to approve the creation of a JWGED Sub-Committee called the Community Development Sub-Committee.
2. The Council may choose to create a Community Development Committee reporting directly to the City Council, similar to the Tourism Committee following the rules outlined above, if you are going to give the committee budget authority, the ability to direct funds to projects or activities.
3. Do nothing at this time.

If this Community Development Committee is going to have the power to authorize the expenditure of City Funds, it does not make sense to have a committee that can spend City funds reporting to a committee that is purely (and effectively) advisory in nature (JWGED).

RECOMMENDED MOTION: Council decision.

Community Development (DRAFT)

CL City Council

CL Port Commissioners

City Budget Committee

Port Budget Committee

Planning Commission

Sub Comm Econ Dev

Joint Committee of Economic Development

<u>Business Dev Comm</u>

Small Bus Dev Services
Business Recruitment
Business Support
Green Development

<u>Joint Initiatives</u>

Land/Building Use
Affordable Housing
Transportation
Childcare
Public Safety
Eco-Tourism
Job Training
Public Art Policy

<u>Community Dev Comm</u>

Education, Arts and Culture & Recreation
Health
Social Services

Community Action Team

Community Assessments

12 Person DFC Coalition

Concept for Cascade Locks Community Development Plan

Vision

To have a thriving community with a variety of programs and services to support the intellectual, emotional, physical and social needs of adults and families in Cascade Locks.

Mission

To provide Cascade Locks adults and families with a wide array of education, recreation, arts and culture, health and social services. Assess community needs, support existing programs and services and work in collaboration with other organizations to develop programs and bring services to the community.

Organization

Create a Community Development Committee as a sub-committee of the Joint Committee of Economic Development. The committee will consist of the following members*:

Chair: Kirstin Walter, Member of the Joint Committee for Economic Development
City Council: TBD (Sara Patrick)
Port Commissioner: TBD (Jess Groves)
School principal: Amy Moreland
Service provider: Matt Rankin, Community Education
Service provider: Rep from Arts in Education
Community member: Kari Goben
** Additional community members/service providers can be added if the committee deems necessary.*

Committee Goals

1) Accomplish the goals outlined in the 5 year Community Development plan.
2) Utilize public spaces, partners and resources to create community gatherings spaces.
3) Represent community interests on the Joint Committee of Economic Development.
4) Identify community needs, resources and partnerships.
5) Serve as a review committee for new community programs and initiatives.

Services

- Host an annual community conversation and conduct annual community survey to assess community need.
- Create 5 year community development plan, annual objectives, annual budget and funding strategies.
- Ensure a minimum of 4 family events and quarterly community activities/classes are offered to the community of Cascade Locks.
- Ensure that a teen advisory committee is developed and teen specific programming is offered.
- Ensure adults and families have access to community resources and social services.
- Create activity scholarship fund.

Coordination
The Community Development Committee will be governed by the Committee Chair. Services will be delivered in collaboration with community partnerships.

Committee Chair Responsibilities
Facilitate a minimum of 3 Community Development Committee meetings a year.
Create 5 year Community Development Plan, annual objectives, annual budget and funding strategies.
Create process for developing, adopting and introducing new services and initiatives.
Attend Joint Committee for Economic Development meetings, Community Action Team meetings, be a member of the Cascade Locks School Site Council and attend other meetings as needed.

Community Development Committee
Attend a minimum of 3 Community Development Committee meetings a year.
Contribute to, approve of and help implement 5 year Community Development Plan, objectives and annual budget and funding strategies.
Develop community resource marketing and community plan.
Work with the Joint Committee of Economic Development on joint initiatives.

Partners
School & Community Education
Utilize school space to provide office and activity space for service providers.
Develop partnerships to provide in and after school enrichment activities.
Work with education, health and social services providers to provide youth and family support services.
Host/Co-host Family Events

Envirovillage & Community Education
Create quarterly guide of community education, arts & culture and recreation offerings for youth, teens and adults.
Envirovillage will be submitting a request for $10,000 from the City of Cascade Locks to offer the above-mentioned activities in partnership with Community Education.
Utilize school and other public spaces to offer community activities and events.
Develop partnerships to offer a variety of classes and activities.

Envirovillage & CL Historical Museum
Utilize Port Property to host family events and activities.
Host one Native American culture event or activity.

Drug & Alcohol Prevention Services (IF DFC GRANT IS RECEIVED 10/31/19)
12 Person DFC Community Coalition
Teach after school drug and alcohol prevention class as part of Excel program.
Offer drug and alcohol prevention curriculum and trainings.
Host National Night Out event and other drug free community events.

Develop teen council to

Funding

Funding will come from financial contributions from the City of Cascade Locks, the Port of Cascade Locks, foundations and grants, partnership contributions, donor contributions, business sponsorships as well as fees for service.

Liability and Insurance

Background Checks

All staff and volunteers hosting events, sponsoring activities or teaching classes with children will need to complete a Hood River School District background check through Community Education.

Liability Insurance

Organizations sponsoring activities and events need to provide proof of event or liability insurance or make prior arrangement with the City of Cascade Locks to be covered by their event insurance.

Evaluation

Conduct annual review of 5 year Community Development Plan and make amendments as necessary in response to community needs.
Meeting updates to the Joint Committee of Economic Development, including an annual progress report.
Community feedback from annual community conversation and annual survey
Individual organizations often conduct their own program evaluations to measure their progress and impact.

Examples of Community Development Efforts

Public Library
Eagles Preschool
Day Care Center
Health Clinic
Envirovillage Summer Camp
Swim Bus through Community Education
School collaboration meeting with Arts in Education
Nonprofit development assistance to the CL Farmer's Market
Movies in the Park
Collaboration between Envirovillage, Community Ed and City of CL to dev rec program

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Action Items

1) Kirstin Walter is requesting to be appointed to the Joint Comm of Econ Development
2) Request to JWED to create Community Development sub committee
3) Conduct first Community Development meeting no later than the first week of June.
4) Host community conversation and send out survey to assess comm needs in June.

CM Lewis said there is a lot in the contract as to what the customer is responsible for but not what the company is responsible for. Ms. Carron explained that information was included in the main contract for building the website and she could supply Council with a copy.

Mayor Masters said Council is trying to align resources around specific priorities. He said if the City is paying for a website that should be used instead of paying for a linking to another website. Ms. Carron said usually the municipality's website is a very generic website where the tourism websites are flashy with a lot of photos.

Mayor Masters said he thought the City's website was capable of adding photographs. CR Woosley said the City has a limited package right now but could be upgraded. Mayor Masters said he would like the Tourism Committee and Council to discuss the possibility of upgrading the City's website to host more and be more of a one stop site for citizens. He said this would be a long term goal with the idea of aligning resources into one direction. CM Lewis said he agreed with looking at the issue long term but the bigger debate should have happened at the time of the contract and not now. He mentioned key word searches being an important tool for the website.

ICA Koch agreed that the big money has already been spent and the Tourism Committee could meet jointly with Council in the future to discuss a more aggressive program.

The motion was passed unanimously by CM's Cramblett, Holmstrom, Helfrich, Lewis, Storm, and Mayor Masters.

e. Adopt the Process for Recruitment, Selection, and Hiring of a Permanent City Administrator. ICA Koch said he added a timeline to the report per Council's request. **Motion:** CM Storm moved, seconded by CM Holmstrom, to adopt the process for recruitment, selection, and hiring of a permanent City Administrator. The motion was passed unanimously by CM's Cramblett, Holmstrom, Helfrich, Lewis, Storm, and Mayor Masters.

f. Approve Creation of a City Council Sub-Committee on Economic Development. ICA Koch said Council has discussed creating sub-committees of Council on specific priority topics. He said creating a sub-committee of Council will make a more aggressive statement about economic development.

Mr. Palais informed the Council of Nestlé status. He said Nestlé would like to meet with the Port and City of Cascade Locks to discuss property options and utility rates. CM Helfrich stated he had heard there is a lot of outside influence against the project. Mr. Palais said he had heard the same information and stated that the citizens of Cascade Locks should stand up and make their voices heard.

Motion: CM Cramblett moved, seconded by CM Helfrich, to create a Council Sub-Committee on Economic Development. There was discussion concerning the water rights issue, the amount of water available to Nestlé, and issues regarding wells in other communities. CM Helfrich said he would hate to see this project derailed. He said the Sub-Committee could have a strong voice. Mayor Masters said there has been a lot of discussion about Nestlé but cautioned against "all eggs being put into the Nestlé basket". He said there are a lot of other economic opportunities. He said there are education opportunities and tourism opportunities that also have to be considered and need to look at this as a multifaceted approach. He said Nestlé is one of the opportunities. The motion was passed unanimously by CM's Cramblett, Holmstrom, Helfrich, Lewis, Storm, and Mayor Masters.

6. Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community. Mr. Haight said he hoped the rest of the Council didn't follow the Mayor's lead as it sounds like he is trying to kill the project before it starts. He said he has attended every meeting Nestlé has had and out of 50-60 people there may be 5 or 6 that are from Cascade Locks. Mr. Haight said we need to get behind this.

Minutes
Economic Development Work Group
May 24, 2012

1. Welcome and Self-Introductions.

a. Approval of minutes of April 25 meeting.

Mayor Masters opened the meeting at 7:03 PM. **Motion:** Port President Groves moved, seconded by CM Holmstrom, to approve the April 25, 2012 minutes. The motion was passed unanimously.

2. Discussion of internet bandwidth/fiber optic cable resources for economic development.
Representatives from Gorge.net and Johnson Network described possible options for additional band width and wireless internet services.

3. Follow up report on comparative electric rates in the region.
Electric Superintendent Hupp explained how other entities set their rates and handed out a spread sheet with electric rates of other entities in the area for comparison. He talked a little about the Tier 2 rates and the possibility for incentives to entice business but said the City can not go in the hole. ICA Koch said ES Hupp is a tremendous value to the City.

4. Report from staff on the Nestle opportunity.

a. Identification of what has been done and planned mitigations.
b. List of what work is yet to be completed
c. Proposal recommending purchase of services from MCEDD to assist
d. Preliminary draft of fact based education plan for internal and external audiences

Port General Manager Daughtry gave a report identifying what has been done and planned to be done regarding the Nestlé opportunity. The EDWG prioritized the Water Maximum Capacity Test, the Water Curtailment Plan, and the Fish Persistence Issue as the next items to work on. PGM Daughtry handed out a proposed agreement for research that MCEDD could do. He said he and ICA Koch would finalize the scope of work and make a recommendation to the EDWG at the next meeting. ICA Koch presented a draft of fact based information. Kayla Carron said she would be excited to help with getting the information out to citizens. **Motion**: PP Groves moved, seconded by CM Storm, to approve the fact based information and communication program. Joeinne Caldwell said it would be good to get the facts to the youth at the Portland School Districts as well as our youth. Mayor Masters said facts pro and con should be presented and our youth be able to make their decisions based on the facts given. ICA Koch said we are the ambassadors for our City and it is up to us to educate on the benefits and wonder of our community. Dave Palais informed everyone of an education based program called Project Wet that teaches about water education. He said it is an independent program that Nestlé helps sponsor and they have employees that help with the program.

The motion was passed unanimously.

5. Review of proposed Joint Work Group Work Plan and Job Description. There was consensus of the EDWG to add alternative energy to the work plan. **Motion:** PP Groves moved, seconded by CM Holmstrom, to approve the proposed work plan with the addition of alternative energy and direction to ICA Koch and PGM Daughtry to continue filling out the work plan. The motion was passed unanimously.

ICA Koch presented the proposed job description for the EDWG. **Motion**: PP Groves moved, seconded by CM Holmstrom, to approve the job description with the words "as needed" inserted after the word "resources" in number 10. The motion was passed unanimously.

Minutes
Joint Work Group on Economic Development
June 27, 2013

1. **Call To Order/Pledge of Allegiance:** Port Commission President Jesse Groves called the meeting to order at 7:07 PM. Port Commissioner Brenda Cramblett, City Councilor Bruce Fitzpatrick, and Port Commission President Jesse Groves were present. JWGED Committee Members absent were City Councilor Jeff Helfrich. Mayor Cramblett would join the meeting around 8:30 PM. Also present were City Administrator Gordon Zimmerman, Interim Port General Manager Paul Koch, City Recorder Kathy Woosley, Stan Foster, Holly Howell, Jason Sargeant, Dave Palais, Bill Flood, Mark Seder, and Camera Operator Betty Rush.

2. **Welcome and Self-Introductions**

3. **Adoption of meeting minutes of May 30, 2013:** CM Fitzpatrick moved, seconded by PC Cramblett, to approve the minutes. The motion passed unanimously.

4. **Developing More Citizen Involvement:** IPGM Koch said the JWGED has discussed the need for more community members to be involved in the process. PCP Groves said the committee has discussed adding a citizen member for each established member. Clarification was made that the citizen members would be advisory to the elected officials and nonvoting. **Motion:** PC Cramblett moved, seconded by CM Fitzpatrick, to add five citizens to be advisory members only. The motion passed unanimously.

5. **Port Strategic Plan:** IPGM Koch and Holly Howell introduced the Parc Resources Team to brief the JWGED on the Port's Strategic Plan. Mr. Foster said a plan is required by the State of Oregon and introduced Bill Flood and Mark Seder. He said Jason Sargeant will talk about the Park Master Plan.

Mr. Flood said he would like to ask everyone present to consider two questions:

1. **What is your VISION for economic development and job creation in Cascade Locks?**
2. **What does success look like, how do we know if we are being successful, and how do we measure success?**

Some of the answers given were: When the Industrial Park and all land is full; there is a huge traffic and parking problem in the downtown; one step at a time; jobs and recreation supporting each other; the return of our school; a fully functioning City and Port with healthy budgets; business properties full. The group discussed the combined efforts of the City and Port with infrastructure needs for economic development.

The JWGED discussed the resources available to help with economic development projects. PCP Groves said the Port staff has dedicated a lot of time to work with clients and economic development issues.

IPGM Koch said a measurement of success would be for the 16% unemployment rate to be lower and the long term survival for Cascade Locks would be to align more with Stevenson for school, emergency services, and economic development. PCP Groves said we need lunch box jobs and diversity in jobs in the industrial park. CA Zimmerman said there needs to be an increase in the median wage.

Mr. Flood asked the group what they thought were possible barriers to achieving success. Some of the answers given were: Rules and regulations; environmentalists, State of Oregon, cost of infrastructure; problems with the Bridge of the Gods; bringing the community alongside; the perception of Cascade Locks being remote; lack of basic services; physical barriers such as the rail road, freeway, etc.

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.

1. The committee should propose goals to the Council at least once per year. These proposed goals would be subject to Council approval.

SECTION 11: USE AND DISCLOSURE OF CONFIDENTIAL INFORMATION

11.1 Definition. For the purposes of this section, "confidential" means anything done or communicated in a manner denoting confidence or secrecy, including, but not limited to, information designed to be held in trust or labeled as confidential; information not subject to public disclosure under the State public records or public meetings laws; information disclosed during or in connection with a privileged or protected relationship, such as between an attorney and client; and other information determined to be essential to the fiduciary duties of an elected official to the City. All matters properly discussed in executive session are confidential.

11.2 Disclosure of Confidential Information. Council members must keep in complete confidence confidential information to insure that the City's position is not compromised. Confidential information may be disclosed or otherwise released to the public upon a consensus determination by the Council that confidentiality is no longer necessary, or if otherwise instructed by the City Attorney.

11.3 Improper Disclosure. Improper disclosure of confidential information is deemed an act outside the course and scope of disclosing the Councilmember's agency relationship with the City and may subject the Councilmember to forfeiture of the protections under the Oregon Tort Claims Act, including the right to defense and indemnification, for any damages or liability resulting from or relating to the disclosure of the confidential information.

11.4 Statements Relating to Confidential Matters. All public statements, information, or press releases on confidential matters will be made by designated staff or Council representative.

11.5 Written Materials. Council members must keep all confidential written materials in complete confidence.

11.6 Executive Session. Council members may not communicate any information from any executive session to the media or anyone who was not present at the executive session unless authorized by a consensus of the Council. Information from an executive session does not include information or direction made after the executive session is closed and the regular meeting resumed. If staff is given direction to proceed with negotiations or litigation in a specific matter, Council members may not have any contact or discussion on the matter or subject with any other party or its representative, or otherwise take steps that might interfere with the direction given to staff by Council.

SECTION 12: MEDIA

RESOLUTION NO. 1230

A RESOLUTION ESTABLISHING MAYOR'S COMMITTEES WITH RESPONSIBILITIES AND STRUCTURE TO ADVISE AND RECOMMEND TO THE CITY COUNCIL ON ISSUES OF COMMUNITY-WIDE CONCERN; AND REPEALING RESOLUTION NO. 1222.

WHEREAS, the interests and desires of the citizens of Cascade Locks cover many subjects, projects and programs; and

WHEREAS, it would be extremely difficult for the Council to review and discuss all information related to an issue, program or project; and

WHEREAS, it is the desire of the City Council to involve the citizenry in the discussion and decision-making process; and

WHEREAS, the City Council would like to see these committees function in an effective, continuous manner;

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

SECTION 1. ORGANIZATION OF COMMITTEE SYSTEM. Committees shall be identified as a Standing or Temporary Committee. 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. Temporary Committees are created by the Mayor. These committees shall function in an advisory and recommending role.

SECTION 2. Function. The purpose of the Mayor's Committees shall be solely to advise the City Council on matters that the Council may put before the committee. The Council is not required to seek committee input before deciding an issue, and is not bound by committee advice. Committees may be formed or disbanded by action of the Mayor. No committee or committee member may take any action without the permission of the Council. Neither shall any committee or individual member have spending or contractual authority, except as allowed by law.

SECTION 3. Membership. Members shall serve at the discretion of the Mayor currently in office and may be removed from office at the decision of the Mayor. All members must be at least 18 years of age at the time of appointment.

SECTION 4. Student Involvement. Committees may elect, with the Mayor's approval, to adopt 16 or 17 year old high school seniors to be non-voting members of their committee, for the purpose of exposing these students to the workings of government.

SECTION 5. Chairmanship. The Mayor may appoint a chairperson for each committee. If the Mayor makes no appointment, at the first meeting of the committee in January, or immediately after a committee's inception, the committee shall elect a chairperson. This person shall preside over meetings and act as a contact person for the committee. The council shall be informed of the chairperson's selection at the next council meeting.

SECTION 6. Attendance. It is recognized that members must attend the meetings of the committee to be an informed and effective member of the committee. Therefore, any member not attending three consecutive meetings shall be removed from the committee and replaced by another appointee. Should any member be a disruptive influence on a committee, that committee may vote to request a member's removal from office. This request would then be presented to the Mayor for decision.

SECTION 7. Meetings. Committees are expected to meet one time per month, more frequently when unresolved tasks have been put before the committee by the Council. Any Temporary Committee not meeting monthly, or not having a quorum for three consecutive months shall be deemed non-functional and shall be disbanded. It will then be at the discretion of the Mayor whether or not to appoint a new committee.

There shall be written minutes taken, prepared and submitted to City Hall staff for the City files. Minutes shall reflect attendance of all persons, topics discussed, motions made, results of votes taken, and recommendations forwarded to the Council. They should also reflect any further action to be taken by the committee and who should be responsible of said action. Minutes shall be available at City Hall for public view.

Meetings shall be public for all matters. It is the duty of the Chairperson to ensure that these meetings are announced on Channel 23 at least 24 hours prior to the meeting. All meetings must be held in a public meeting place – either City Hall, library, school, or a place of business – where any member of the public who wants to do so, may attend.

SECTION 8. Reporting to Council. A representative of the committee shall report to Council by oral or written report at the first Council meeting after any committee meeting. Oral reports should be given during the committee report portion of the Council agenda. Written reports shall be given to the City staff in time for inclusion in the Council packets for the upcoming meeting. In addition, the Council may request that representatives from the committee be present at Council meetings as they deem necessary to discuss any action recommended by the committee.

SECTION 9. Other City Committees. In addition to these guidelines, certain committees are established by Ordinance or State/Federal law and shall be governed by such.

Issues not covered in the respective ordinances shall be as stated above in this resolution.

SECTION 10. EXPIRATION OF RESOLUTION. This resolution shall remain in effect until it is repealed by the Council.

SECTION 11. EFFECTIVE DATE. This resolution shall become effective upon its adoption by the City Council.

ADOPTED by the City Council this 23rd day of January, 2012.

APPROVED by the Mayor this 23rd day of January, 2012.

_____
Mayor

ATTEST:

_____
City Recorder

AGENDA ITEM NO: 5g5

CASCADE LOCKS STAFF REPORT

Date Prepared: June 3, 2019

For City Council Meeting on: June 10, 2019

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve Appointment to JWGED Citizen Position

SYNOPSIS: The Joint Work Group for Economic Development has three City Councilors and two Port Commissioners as voting members. Each of these elected positions has the opportunity to appoint a non-voting citizen member. Gary Munkhoff and Bernard Seeger currently serve as on-voting citizen members.

Kirstin Walter has expressed interest in serving on this committee.

Would either Richard Randall or Sara Patrick like to appoint Kirsti to this committee?

CITY COUNCIL OPTIONS: Accept or reject application.

RECOMMENDED MOTION: "I move to appoint Kirsti Walter to a non-voting citizen position on the Joint Work Group on Economic Development as presented."

RECEIVED
JUN 0 5 2019
BY: KG 11:26AM

City of Cascade Locks, Oregon

DATE AND TIME RECEIVED: _____

Application for City Boards, Commissions, Task Forces and Committees

(Check one below)

Budget Committee _____ **Planning Commission** _____ **Tourism Committee** _____ **Other** __X____

JWGED

NAME: __Kirstin Walter_____ HOME PHONE: ___ _____

MAILING ADDRESS: _____ CELL PHONE: __(same)_____

EMAIL ADDRESS:
____envirovillage@gmail.com_____

Do you live within the city limits? Yes ___X__ No _____

How long have you lived in the City? ____3.5 mos___

1. Why are you interested in serving?
I have an interest in community building, developing community partnerships and helping the community access services. I would like to help make recommendations that support these initiatives as part of the committee.

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

3. What experiences have you had with City Committees, Boards, or Commissions?
I have served as a member of a nonprofit board in HR, am currently the Board President of my own nonprofit and attended monthly nonprofit board meetings in my last job.

4. What special skills or interests do you think you bring to this effort?
20 years working in the not for profit sector in partnership with government organizations and/or receiving funding from government entities. Nonprofit management, strategic planning, budget management, social service, youth and family program development, as well as a background in the arts.

APPLICANT SIGNATURE Kirstin E. Walter DATE: 6/5/19

Thank you. We appreciate your willingness to serve.

AGENDA ITEM NO: 5g-6

CASCADE LOCKS STAFF REPORT

Date Prepared: May 30, 2019

For City Council Meeting on: June 10, 2019

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve Drug Free Community Partnership with Hood River County.

SYNOPSIS: The Hood River County Prevention Department is interested in seeking a Drug Free Community grant for Cascade Locks. A Drug Free community has two goals:

1. Make stronger relationships with community partners to prevent and reduce substance use and abuse among youth.
2. Work on reducing substance use and abuse among youth and over time address use among adults.

This grant is for five years at $125,000 per year. It is available to be renewed for an additional five years, ten total for $1.25 million.

The program would be an Hood River County program run through the Prevention Department under the direction of the County Administrator. The Cascade Locks Coalition would have a program Coordinator who would spend the majority of the time in Cascade Locks working with the Community partners to prevent and reduce substance abuse here.

The Coalition needs 12 people to represent the following community sectors:

1. Youth: 18 or younger
2. A Parent
3. A Business owner or representative
4. The Media
5. The School
6. An Organization Serving Youth
7. Law Enforcement
8. A Civic or Volunteer Organization
9. A Religious or Fraternal Organization
10. An Healthcare Professional
11. State/Local/Tribal Government

12. Another Organization Involved in Reducing Substance Abuse

Each of these organizations will have a representative on the Coalition Board. This group will set the guidelines and structure for the program. Each representative will sign a Community Involvement Agreement which includes specific actions and responsibilities to insure the success of the Coalition.

The initial part of the program is to assess the substance abuse problems in the community, determine the capacity to change that level of use, plan a comprehensive 12-month action plan and a multi-year Strategic Plan, implement that plan, and evaluate that plan when completed. The goal is to develop a sustainable drug free culture in our community.

The best data we have is at the middle and high school levels. That data shows an increase in alcohol use from 4% of 6th graders to 35% of 11th graders have used alcohol within the previous 30 days before the survey was taken. 9% of 8th graders grew to 25% of 11th graders in marijuana use. Abuse of prescription drugs and tobacco use involved less than 4% of high schoolers. Abuse of alcohol and marijuana are the statistically significant data that indicates a problem.

The $125,000 grant requires a one to one match which could be in kind donations from any of the community partners. The County, based on past experience with previous DFC grants, indicates that the match may be covered by the in-kind services of the County. 70% of the grant fund will be used for personnel costs, 20% for approved activities, and 10% for evaluation of the program.

A job description for the Program Coordinator is included in the attached information.

A memorandum of understanding is required for this grant between the County and the Cascade Locks Coalition. The Coalition has selected the designation of "CLEAN" for the Coalition name, meaning Cascade Locks Educates about Alcohol and Narcotics. We want our youth (and adults) to make informed decisions about alcohol and marijuana use.

Fiscally speaking, the County will receive and manage the funds. None of the grant money would hit the City books.

The questions before the Council are:

1. Is the Council supportive of this drug free community initiative?
2. Should the developing coalition (CLEAN) submit the grant paperwork by the deadline at the beginning of July?
3. Will you allow the City Administrator to be the signer for the initial start up paperwork and grant request?

CITY COUNCIL OPTIONS: Accept or reject the request to support the Drug Free Community Grant.

RECOMMENDED MOTION: "I move that the City Council supports the Drug Free Community concept by approving the grant concept and allowing the City Administrator to be the signer for the initial paperwork."

DRUG FREE COMMUNITIES GRANT

Cascade Locks

2019-2024

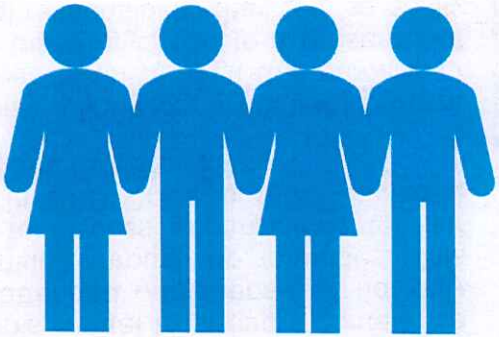
What does a Drug Free Community (DFC) Grant do?

THE PURPOSE IS TO WORK AND CREATE A STRONG COMMUNITY TO PREVENT SUBSTANCE USE AMONG YOUTH.

FUNDS ARE MEANT TO HELP COMMUNITY LEADERS AND MEMBERS WORK TO IDENTIFY AND ADDRESS YOUTH SUBSTANCE USE PROBLEMS AND CREATE SUSTAINABLE COMMUNITY LEVEL CHANGE

DFC GOALS

- Make stronger relationships with community partners to prevent and reduce substance use and abuse among youth*.
- Work on reducing substance use and abuse among youth and over time address use among adults.
  - **For DFC purposes, "youth" is defined as individuals 18 years of age and younger.*



My name is Brittany Berge and I am currently the Special Projects Coordinator for the Port of Cascade Locks. I was fortunate enough to grow up and attend school from Kindergarten through Senior year at Cascade Locks School. Starting in Middle School I became part of an organization called OSSOM (Operation Student Safety On the Move) that focused on drug and alcohol prevention and promoted healthy lifestyles for teens. I continued to work in that organization through high school. In high school, our activities ranged from "Bottle Tagging" at local stores, skits at assemblies, bringing in speakers and other activities to spread information about prevention or responsible behaviors.

What started as a simple extra curricular activity bloomed into a lifelong passion. I was fortunate enough to have two opportunities funded through CLIK (Cascade Locks Interested in Kids) to travel to our nation's capital to attend a conference hosted by CACDA (Community Anti-Drug Coalitions of America). In these conferences, we attended workshops that not only focused on drug and alcohol prevention, but built on leadership skills and critical thinking through communities. This conference also set up the opportunity for youths to meet with our legislators in DC to discuss opportunities for our communities. My work continued at back at home working in OSSOM as well as participating in ATOD. One opportunity included being a presenter to Greg Walden at a Meth Youth Summit to discuss the dangers of this drug and target on kids.

To speak honestly, I am saddened that this force is not present in our community. Not only for the opportunity to prevent disasters in the lives of our community members, but for the tools of leadership I have been given through this process. I accredit much of my personal success to obtaining these skills at such an early age and thankfully, lead to a presence of leadership in my beloved community today. These groups also instill the value of communal responsibility that gets so easily lost in today's society. I cannot express enough the value in my experience of being a part of prevention groups and sincerely hope that our community is able to regain these resources that our youth once had.

Testimonial

DFC LOCAL HISTORY

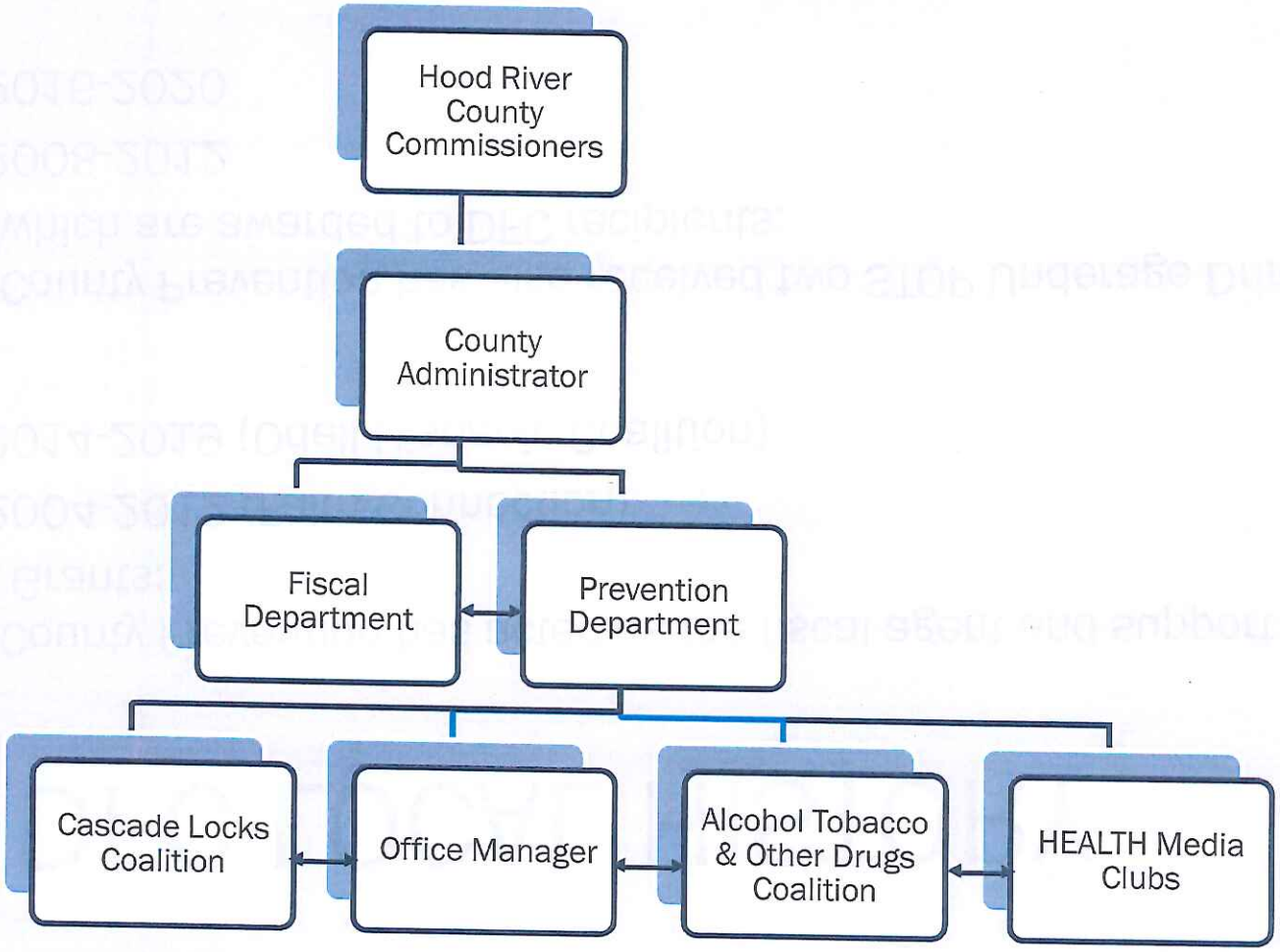
Hood River County Prevention has acted as the fiscal agent and support staff for two DFC Grants:

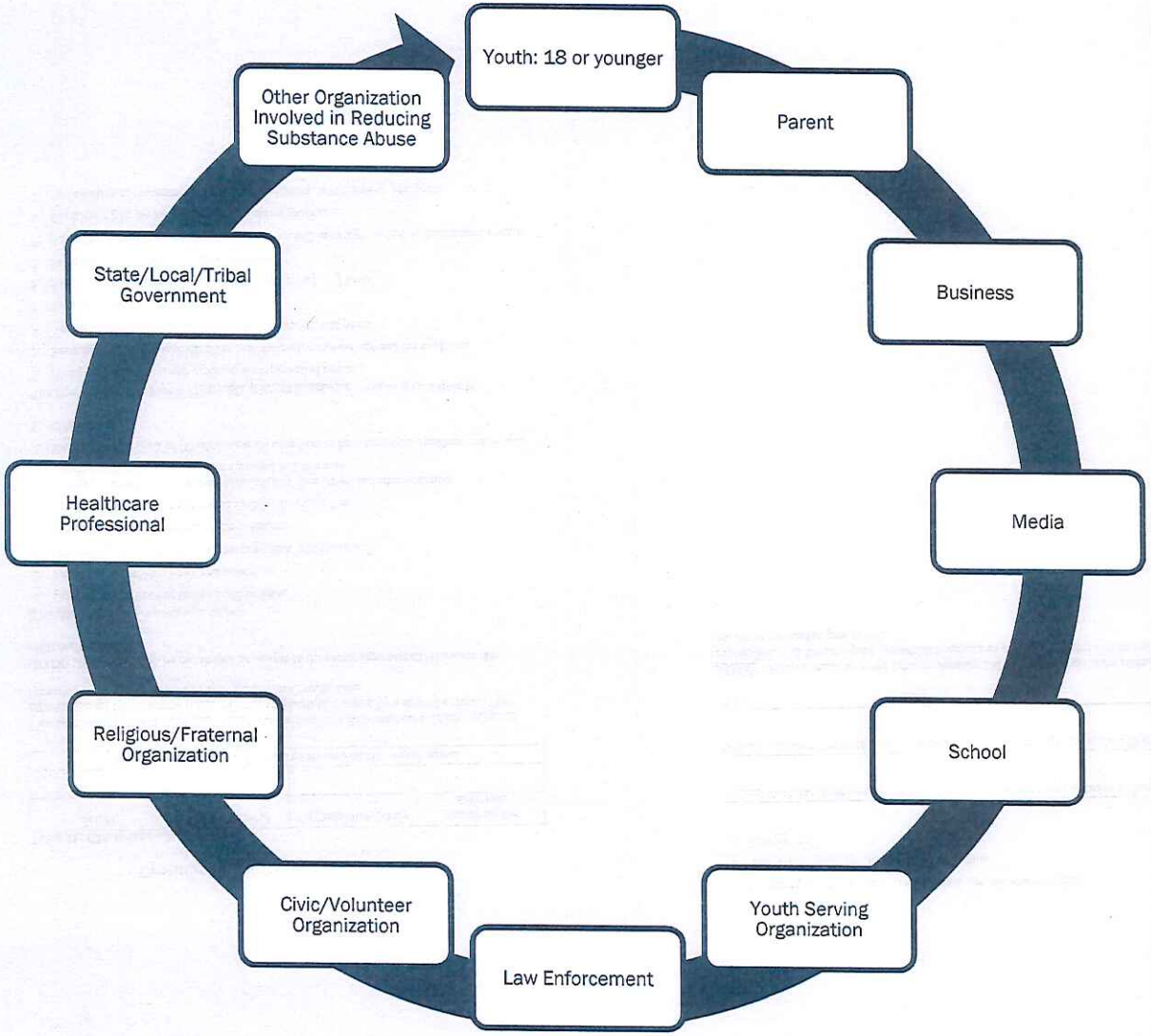
- 2004-2012 (Faith Connection)
- 2014-2019 (Odell Hispanic Coalition)

Hood River County Prevention has also received two STOP Underage Drinking Act Grants, which are awarded to DFC recipients.

- 2008-2012
- 2016-2020

ORGANIZATIONAL CHART





12 Community Sectors

Coalition Involvement Agreement (CIA)

Table 21: CIA Information Table

Sector	Member Name	Organization Name	Rationale for Selection
Business			
Business: A representative of a business-related organization.			

This agreement between [*Coalition name*] and the Business Representative, [*Name of sector representative*] shall be from [*Month/Date/Year*] until terminated by a mutual accord. This agreement will be reevaluated by both parties on a yearly basis.

NOTE: Any items listed below should be unique to the sector representatives and/or the affiliated organization.

[*Coalition name*] will be responsible for:

1. Creating and following by-laws and policies.
2. Formulating coalition goals and objectives.
3. Overseeing operations of activities, programs, and paid staff.
4. Increasing new membership of the coalition.
5. Creating and following a strategic 12-Month Action Plan.
6. Creating a credible and relevant sustainability plan which includes volunteer membership and resources, both financial and material.
7. Respecting the rights of [Coalition name] members to hold their own opinions and beliefs.
8. Other(s), etc.

The Business Representative, [*Name of sector representative*], will be responsible for:

1. Being a community leader amongst the represented sector.
2. Ensuring clear communication between the sector represented and the coalition.
3. Acting as a positive role model for youth, families, and peers.
4. Supporting the coalition's mission.
5. Attending coalition meetings which are held on a [ ] basis.
6. Participating on at least one subcommittee.
7. Attending coalition sponsored trainings, town hall meetings, and other community events.
8. Contributing to the strategic action planning process.
9. Participating in sustaining the coalition's capacity, involvement, and goals.
10. Preventing youth substance use through environmental strategies.
11. Using his/her activities as match, if applicable.
12. Other(s), etc.

Official Coalition Representative's Name	Sector Representative's Name
Official Coalition Representative's Signature	Sector Representative's Signature
Title / / Date	Title / / Date

NOTE: All forms must be dated between January 2018 and the deadline for submission of this application. All forms require handwritten signatures and dates or they will be screened out and not move forward to peer review.

Community Involvement Agreements (CIAs)

- Agreement between sector representative and coalition
- Coalition members ***cannot*** represent more than one sector category
- Paid staff ***cannot*** serve as sector representatives

Strategic Prevention Framework

- **Assessment:** Identify local youth substance use problems and the community conditions that contribute to the specific identified issues.
- **Capacity:** Mobilize/build capacity to change the conditions and address the youth substance use problems.
- **Planning:** Develop a logic model, comprehensive 12-month Action Plan, and multi-year Strategic Plan.
- **Implementation:** Implement action and strategic plans with multiple objectives, strategies, and activities.
- **Evaluation:** Monitor, sustain, improve, or replace prevention activities, efforts,

DFC Seven Strategies for Community Level Change

PROVIDE INFORMATION: EDUCATION PRESENTATIONS

ENHANCE SKILLS: WORKSHOPS DESIGNED TO INCREASE SKILLS

PROVIDE SUPPORT: CREATING OPPORTUNITIES TO SUPPORT PEOPLE TO PARTICIPATE IN ACTIVITIES

ENHANCE ACCESS/REDUCE BARRIERS: IMPROVING SYSTEMS OR PROCESSES

CHANGE CONSEQUENCES: INCREASING OR DECREASING THE PROBABILITY OF A BEHAVIOR

CHANGE PHYSICAL DESIGN: CHANGING ENVIRONMENT TO REDUCE RISK OR ENHANCE PROTECTION

MODIFY/CHANGE POLICIES: FORMAL CHANGE IN WRITTEN PROCEDURES

DFC CORE MEASURES

- COALITIONS ARE REQUIRED TO PARTICIPATE IN THE DFC NATIONAL CROSS-SITE EVALUATION.
- COALITIONS HAVE TWO YEARS TO COMPLY
- MEASURES THE EFFECTIVENESS IN REDUCING YOUTH SUBSTANCE USE
- REQUIRED TO PROVIDE DATA EVERY TWO YEARS FOR ALCOHOL, MARIJUANA, PRESCRIPTION DRUGS, AND TOBACCO
- MEASURES THREE GRADES: 6TH, 8TH, AND 11TH
- PAST 30-DAY USE
- STUDENT PERCEPTION OF RISK OR HARM
- STUDENT PERCEPTION OF PARENTAL DISAPPROVAL OF USE
- STUDENT PERCEPTION OF PEER DISAPPROVAL OF USE

CASCADE LOCKS 2018 DATA

Data is collected from the 2018 Oregon Student Wellness Surveys (SWS) for Hood River Middle School 6th and 8th grades and Hood River Valley High School 11th grade.

6th GRADE ALCOHOL
30-Day Use = 4.2%
Perception of Harm = 37.5%
Parental Disapproval = 95.8%
Peer Disapproval = 94.4%

6th GRADE MARIJUANA
30-Day Use = 0.0%
Perception of Harm = 70.8%
Parental Disapproval = 95.8%
Peer Disapproval = 93.1%

6th GRADE PRESCRIPTION DRUGS
30-Day Use = 1.4%
Perception of Harm = 76.4%
Parental Disapproval = 94.4%
Peer Disapproval = 94.4%

6th GRADE TOBACCO
30-Day Use = 0.0%
Perception of Harm = 81.9%
Parental Disapproval = 97.2%
Peer Disapproval = 95.8%

8th GRADE ALCOHOL
30-Day Use = 20.4%
Perception of Harm = 46.6%
Parental Disapproval = 97.1%
Peer Disapproval = 75.2%

8th GRADE MARIJUANA
30-Day Use = 9.3%
Perception of Harm = 43.6%
Parental Disapproval = 98.0%
Peer Disapproval = 62.4%

8th GRADE PRESCRIPTION DRUGS
30-Day Use = 1.0%
Perception of Harm = 85.3%
Parental Disapproval = 99.0%
Peer Disapproval = 93.1%

8th GRADE TOBACCO
30-Day Use = 2.0%
Perception of Harm = 81.6%
Parental Disapproval = 98.1%
Peer Disapproval = 89.1%

11th GRADE ALCOHOL
30-Day Use = 34.6%
Perception of Harm = 57.1%
Parental Disapproval = 92.9%
Peer Disapproval = 59.8%

11th GRADE MARIJUANA
30-Day Use = 25.5%
Perception of Harm = 32.9%
Parental Disapproval = 88.8%
Peer Disapproval = 39.2%

11th GRADE PRESCRIPTION DRUGS
30-Day Use = 2.5%
Perception of Harm = 88.7%
Parental Disapproval = 97.9%
Peer Disapproval = 81.2%

11th GRADE TOBACCO
30-Day Use = 3.4%
Perception of Harm = 86.1%
Parental Disapproval = 97.1%
Peer Disapproval = 72.0%

TRAININGS & CONFERENCES

Trainings

National CADCA Academy (Required)

- Three weeks over a seven month period
  - Two people attend
  - One of the two has to be staff

Other state and regional prevention training

Conferences:

CADCA National Leadership Forum

- February each year

CADCA Mid-Year

- July each year

BUDGET BREAKDOWN

DRUG FREE COMMUNITIES GRANT = $125,000 PER YEAR FOR UP TO 5 YEARS

REQUIRES 1/1 MATCH (CASH OR VOLUNTEER / COALITION MEMBER IN-KIND)

HOOD RIVER COUNTY PREVENTION DEPARTMENT RESPONSIBLE TO CONDUCT THE DAY-TO-DAY OPERATIONS OF THE GRANT PROGRAM

NO MORE THAN 10% OF THE GRANT CAN BE USED FOR EVALUATION

- REQUIRED TO DO

NO MORE THAN 20% ON ACTIVITIES/PROGRAM EVENTS

- NATIONAL CADCA ACADEMY REQUIRED

AT LEAST 70% ON PERSONAL AND OPERATING COST

- PROGRAM DIRECTOR
- PROGRAM COORDINATOR
- OFFICE SUPPLIES
- TRAININGS

DFC Spending Breakdown: **Do's**

- Program Coordinator
- Program Director
- Travel training
- Community wide prevention events

  Example: Neighbor Night Out, town halls, speakers

DFC Spending Breakdown: **Don'ts**

- Fund mini grants
- Law enforcement equipment
- Capital projects (buildings / structures)
- Direct services to clients / community members
- Food generally **unallowable** but may be used to encourage participation

  Example: Community wide event
  No more than $3.00 per person

What DFC Has Funded Locally

- **Parent Education Series:** Strengthening Families & Family Table
- **Soccer:** uniforms and equipment
- **Art Smart Kidz:** art materials
- **4th of July Celebration:** food
- **Youth Activity Night:** food and board games
- **Community Events:** safety fairs, haunted houses, county fair booth

SUPPORT

- Hood River County Prevention would provide programmatic, financial, and reporting support
- Hood River County Prevention would provide coalition staff support
- Hood River County Prevention would act on behalf of the community coalition, coordinating activities, communication, services, and information
- Hood River County Prevention would provide on-going training opportunities

YEAR 5 ACTION PLAN (October 1, 2018 through September 29, 2019)

DFC Goal One: Increase community collaboration

Objective 1: Increase OHC influence/capacity by adding 8 new Latino members annually as measured by attendance signature.

Strategy 1: Maintain **Coalition membership** by 12 members annually who sign membership pledges. (Attendance, minutes, sign in sheet, email list, member data base)

Activity	Who is responsible?	By when?
Recruitment to coalition through presentations at ATOD, RHEC, and HAHRC coalitions, CAC, Odell Lions, fruit packing houses, parent nights, Community Health Worker meetings, Latinos en Accion and OLA.	Project Director Project Coordinator Coalition Members Steering Committee Health Media Club	9/30/2019
Recruitment at Migrant farm worker quarterly meetings and school agency/resource fairs at West Side, May Street, Mid Valley and Parkdale Elementary Schools, OCDC, and Juntos	Project Coordinator School Sector Coalition Members	9/30/2019

Strategy 2: Increase **Coalition youth membership** by 4 members annually who sign membership pledges. (Health Media Clubs in 2 middle schools, 1 high school, 1 community college) Attendance, minutes, sign-in sheet, email list, member database, membership form. Health Media Youth participate in CADCA Youth Leadership conference.

Activity	Who is responsible?	By when?
Recruitment to Health Media Clubs, through presentations at club fairs, leadership classes, Excel after school program, St. Francis House Youth Drop-In Center, parent nights, radio programs, school club presentations, Inspiration Circle, and Juntos Club, Latinos en Accion, and Organizing LatinX Advocates (OLA)	Coalition & Prevention Dept. Staff, Health Media Club & Advisors, Coalition members St. Francis House Youth Drop-in Center	10/2018-9/30/2019
Health Media Club presentations to parents at parent nights and Migrant Farm Worker meetings	Health Media Clubs Health Media Advisors	Quarterly

12 MONTH ACTION PLAN

Example of what the action plan would look like.

Objective and the strategy to reach the end result.

Memorandum of Understanding between Hood River County and Cascade Locks Coalition

This agreement between Hood River County and [Coalition name] shall be from [Month / Date / Year] until terminated by mutual agreement:

RESPONSIBILITIES OF THE COALITION:

a. Set policy for and oversee its own programs including goals and objectives in alignment with the DFC Support Program's Terms and Conditions.
b. Participate, advise, and / or direct staff and volunteers, set goals and objectives for contract employees, and negotiate and make recommendations for contracts in collaboration with the grant recipient / legal applicant.
c. Create, approve, and partner in the management of the DFC budget in compliance with grant requirements.
d. Provide copies of all required documents to the grant recipient / legal applicant as requested.
e. Reimburse grant recipient / legal applicant for any indirect or direct expenses incurred by the coalition with prior approval.
f. Be solely responsible for liabilities arising out of its program and its interaction with program participants.
g. Other__ .

RESPONSIBILITIES OF THE LEGAL APPLICANT/GRANT RECIPIENT:

a. Provide the coalition staff with office space.
b. Compile financial reports on a mutually agreed upon schedule and provide to coalition.
c. Provide accounting services to prepare and distribute payroll, pay invoices, prepare and submit the appropriate forms for employment, wages and payroll taxes on behalf of the coalition.
d. Negotiate and / or bid and approve contracts in collaboration with the coalition.
e. Maintain all records pertaining to costs and expenses to reflect costs of labor, materials, equipment, supplies, services, and other costs and expenses when reimbursement is claimed or payment is made and share such information with the coalition.
f. Obtain Workman's Compensation Insurance and liability coverage for the coalition's employee.
g. Other__ .

Hood River County and [Coalition name] mutually agree to abide by all applicable federal and state anti-discrimination statutes, regulations, policies, and procedures. This agreement shall be subject to all applicable provisions of state and federal law and regulations related to the delivery and funding of grant activities.

Official Coalition Representative's Name	Jeff Heckel Grant Award Recipient/Legal Applicant's Name
Official Coalition Representative's Signature	Grant Award Recipient/Legal Applicant's Signature
Title / / Date	Administrator / / Title Date

Memorandum of Understanding (MOU)

- Agreement between Hood River County and Cascade Locks Coalition

Example of Elected Officer Roles

Officers: Officers of the organization, also known as the executive committee, shall be (1) Chair, (1) Vice-Chair, (1) Treasurer, and (1) Secretary (1) Coalition Member. All position will be held by a coalition member for one year. Refer to by-laws for officer responsibilities for more information.

Chair: Has the responsibility to see that all orders and resolutions of the membership are placed into effect. They are also responsible to run the coalition meetings.

Co-Chair: To preside over meetings when the chairperson is absent.

Secretary: Responsible for taking minutes during meetings.

Treasurer: Responsible for: General financial oversight, funding, fundraising and sales and reporting back to the group. *Works closely with staff

Member at large: Reports back to the general meetings and insures that the general coalition voice is heard during decision making.

Mission Statement

The coalition must have as its principal mission the reduction of youth substance use

The mission should be something the coalition develops and feels strongly about

The mission should include coalition aims and values

- *Example: Inspire our community and support healthy, drug free, and safe spaces for our youth.*

COALITION NAME?

Action Items For Next Meeting

Sign Paper work

- *Elect a signer*
- *Decide what two substances to focus on*
  - Alcohol
  - Marijuana
  - Tobacco
  - Prescription Drugs

CIA's

- *Get them signed by next meeting*

Application Due Date: July 3rd

You've Become a Coalition, Now What?

Monthly meetings

Decided what day and time works best

Find a location

Work with community partners

Get training in substance misuse and coalition prevention efforts

Hold elections (eventually, but does not have to be done right away)

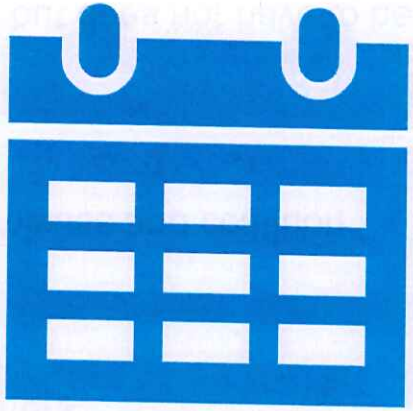
Most importantly...

HAVE FUN!

WORK TOGETHER FOR A GREATER COMMUNITY!

Next Meeting

- May 28th at 5pm
- Cascade Locks School



DFC PROJECT COORDINATOR

Project Coordinator: An individual who coordinates the work of the coalition and DFC activities, including training, coalition communication, data collection, and information dissemination. The Project Coordinator is required to participate in DFC Me, so that information from DFC is received on a timely basis. The Project Coordinator must use the Strategic Prevention Framework (SPF), a five-step evidence-based process for community planning and decision-making and plan and implement Environmental Prevention Strategies as part of Strategic and Action Plans.

The primary purpose of the DFC Program is to strengthen collaboration among community entities and reduce substance use among youth. Effective substance use prevention is a multiyear process that requires the participation of all sectors in a community working together and utilizing environmental prevention strategies to achieve successful, population-level change. Working to bring about environmental change reflects the most fundamental idea behind the SPF, a public health approach that seeks change for entire populations (the community at large). Environmental prevention strategies complement prevention strategies, such as providing information, education, and alternatives to substance use that focus on individuals. These strategies provide a foundation for coalitions to position themselves to achieve environmental and policy changes. This sort of top-down / bottom-up approach reflects the SPF principle that comprehensive strategies—multiple efforts across multiple sectors—work best.

Environmental prevention strategies, initiatives, measures, and related substance use prevention efforts aim to change or influence community standards, institutions, structures, attitudes, and policies that shape individuals' behaviors (with respect to the use of drugs, alcohol, and tobacco, etc.). The Project Coordinator works with community coalitions using environmental approaches to change public perceptions and attitudes regarding the consequences and consumption of drugs, tobacco, and alcohol and the overall impact(s) of drug abuse; improve and enforce laws and regulations; decrease the availability or access to alcohol and other harmful drugs; and address other factors affecting public health and safety.

Environmental prevention strategies differ from individual prevention efforts by focusing on changing the policies, procedures, systems, and attitudes affecting public health at the community level. The most effective prevention efforts target the individual and the environment. Environmental prevention strategies focus on changing norms, adopting and enforcing laws and regulations, and reducing the availability and access to alcohol and other drugs. Prevention efforts that use environmental prevention strategies typically are effective to the extent they demonstrate effects on "bottom line" measures (e.g., key health indicators). Often it takes a community coalition to bring about the environmental changes that, over the long term, make meaningful impacts on the problem of substance use.

DFC does **not** fund programs or services. DFC does **not** fund the following (not a fully exhaustive list):

- Afterschool programs;
- Youth mentoring programs;
- Sports programs;
- Treatment services / programs/facilities;
- Drug courts;
- Anything considered "direct services";
- Construction;
- Landscaping / neighborhood revitalization projects.

Progress Reports

The Project Coordinator is responsible for reporting on DFC-Me (Management and Evaluation), an interactive website designed to assist DFC-funded community coalitions with the tools and resources needed to better manage the DFC grant. DFC progress reports are completed online through DFC Me. The Coalition Classification Tool (CCT) measures your coalition's level of development, so that ONDCP and SAMHSA can provide appropriate and targeted assistance. It also helps the DFC National Evaluation Team understand the developmental progress of DFC recipients.