

# CITY of CASCADE LOCKS

## AGENDA

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**CITY COUNCIL MEETING, Monday, November 26, 2018, 7:00 PM, CITY HALL**

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

1. **Call to Order/Pledge of Allegiance/Roll Call.**
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 October 22, 2018 Minutes.**
  - b. **Approval of Computer Purchases for Administration and EMS.**
  - c. **Ratification of the Bills in the Amount of \$580,478.95.**
  - d. **Approve Resolution No. 1407 Authorizing OBDD Loan for Wastewater Project.**
4. **Public Hearing:**
5. **Action Items:**
  - a. **Appointment to Committees.** Review committee applications for Nancy Renault, Debbie Fine, Larry Cramblett, Gary Munkoff and Cindilee Baseman.
  - b. **Approval of Resolution No. 1406 Authorizing Hood River Garbage to Set New Rates for 2019.**
  - c. **Approval Desk Lifts for Staff.**
  - d. **Approve IGA With Mid-Columbia Economic Development District For Corrosion Control Project.**
  - e. **Approve BPA TC-20 Settlement Agreement.**
6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** (Comments on matters not on the agenda or previously discussed.)
7. **Reports and Presentations.**
  - a. **City Committees.**
  - b. **Presentation from Jane Palmer: Indoor Clean Air Act**
  - c. **City Administrator Zimmerman Report.**
8. **Mayor and City Council Comments.**
9. **Other matters.**
10. **Executive Session as may be required.**
11. **Adjournment.**

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



7. **Reports and Presentations.**

a. **City Committees.** None.

b. **Hood River County Sheriff Matt English Contract Options.** Sheriff English said since August 2016 the staffing levels at the sheriff's office have been in flux and they basically have 12 fulltime patrol officers, 9 of which are new. He said even though at times they've had to cut 24 hour coverage in the county they have always maintained the staffing for the position in Cascade Locks.

Sheriff English said historically it's always the newest hire that gets assigned to Cascade Locks. He said his issue with that is from an officer safety standpoint, a new hire just out of training is by themselves in Cascade Locks which is not optimal.

Sheriff English said he wanted Council's input on what options they would like to have supporting the City. He said one of the options is rotating deputies every three months, which would provide more deputies with a broader knowledge base of the needs of the community.

Resident Kathy Tittle asked Sheriff English if the Sheriff's office had a Neighborhood Watch Program to assist the citizens in Cascade Locks in protecting their homes and property. Sheriff English said they do not have a formal program like that but he or any of his deputies would be happy to meet with individual homeowners or groups about their concerns and how to protect their property.

Mayor Cramblett asked if Council wanted to accept the option Sheriff English presented tonight. There was consensus of Council to accept the option.

**CA Zimmerman Report.** CA Zimmerman said the City Council meetings are now being broadcasted on You Tube. He said you can log in to YouTube.com and go to City of Cascade Locks Live Stream and follow along in real time.

CA Zimmerman said the City was awarded a small Travel Oregon opportunity grant for \$20,000 to complete the funding to redo the parking lot at Overlook Park. He said the funds will be used to install bathrooms and showers for hikers and cyclists as part of the Gorge Hubs project.

CA Zimmerman said Council agreed to cancel the first meeting in November which is on Veterans Day observed. He said the next meeting will be November 26.

CA Zimmerman said he will be meeting with the Historic Columbia River Highway Advisory Group and ODOT to discuss the celebratory opening of the new stretch of the hike/bike path between Wyeth and Lindsey Creek. He said that stretch will be completed late next summer. He said they want Cascade Locks to be involved in the celebration and he will find out the plans for the celebration at the meeting.

8. **Mayor and City Council Comments.** CM Fitzpatrick said the paving on Watts and Benson is really nice.

CM Walker said he wanted to remind people to vote.

CM Busdieker said she is so grateful for having the opportunity to serve this community for nine years. She said please exercise the most important right we have as Americans which is to vote. She thanked Staff for staying on top of all the issues going on right now.

1. **Call to Order/Pledge of Allegiance/Roll Call.** Mayor Cramblett called the meeting to order at 7:00PM. CM's Deanna Busdieker, Glenda Groves, Richard Randall, Bobby Walker, Carl Zerfing and CM Bruce Fitzpatrick (via phone) were present. Also present were CA Zimmerman, Finance Officer Marianne Bump, Deputy Recorder Marilyn Place, Hood River County Sheriff Matt English, Brenda Wood, Butch Miller, Kathy Tittle, Julie Caldwell-Wagner, Shane Wood and Matthew Ledbetter.
2. **Additions or amendments to the Agenda.** None.
3. **Adoption of Consent Agenda.**
  - a. **Approval of October 8, 2018 Minutes.**
  - b. **Ratification of the Bills in the Amount of \$72,810.04.** **Motion:** CM Busdieker moved to approve the consent agenda, CM Walker seconded. The motion passed unanimously by CM's Busdieker, Groves, Fitzpatrick, Randall, Walker, Zerfing and Mayor Cramblett.
4. **Public Hearing:** None.
5. **Action Items:**
  - a. **Appointment to Committees.** None.
  - b. **Approve CH2M Contract Amendment for 2018-2019 Fiscal Year.** CA Zimmerman said the requested increase is 3.6% or \$3,384 to bring the contract total to \$94,853. He said an equipment line item of \$4,000 for the repair budget was included. **Motion:** CM Zerfing moved to approve the proposed 3.6% increase on contract costs from CH2M for the operation of the wastewater treatment plant, CM Busdieker seconded. The motion passed unanimously by CM's Busdieker, Groves, Fitzpatrick, Randall, Walker, Zerfing and Mayor Cramblett.
6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** Local resident Shane Wood said on weekends and this last summer food trucks and vendors come into town to temporarily sell to the tourists and locals. He said there is a small window of tourist opportunity in Cascade Locks and the food truck vendors are taking revenue away from our stationary business that pay taxes all year. He said it's damaging and he wanted to bring it to the Council's attention.

CM Zerfing asked Mr. Woods what his solution would be. Mr. Wood said he would not allow the food truck vendors to come to town.

Local resident Kathy Tittle asked if anyone on Council or in the audience has had their water tested by the City for copper. CM Walker said his mother had her water tested in the past.

Ms. Tittle said recently she asked CA Zimmerman how old the houses are that were tested for copper in the water and he said those built in 1982 and prior. She said her home was built in 1975 and her house had not been tested by the City. She said she was concerned that the issue hasn't been raised about how important it is to have your water tested. She said she understood that it is the homeowner's responsibility to test their water. She said, however, herself and other citizens had not been informed of the severity of the situation.

Ms. Tittle said she ordered a water test kit for \$33.99 which tests for several different water abnormalities. She said she is offering to order as many test kits for those residents in town that want to test their water. Ms. Tittle said anyone who wants to contact her to order one of the test kits she would be able to order them at cost.

CM Randall said as funds and time allow he wants to see all the streets that need paving to get done. He said there is value for every community member to improve streets even if the improvement is not in their part of town.

CM Groves thanked the Staff. She said this Council was voted in to improve the community and they have worked together to do that. She said no one ever thanks the Council and she wanted to thank them for working together to improve this City.

Mayor Cramblett said the City continues to work to find funds for our EMS. He said Chief Bennett did a great job explaining the different options that could help during the Town Hall at the Fire Hall last week. He said we don't have control over the lack of volunteers and asked citizens who want to get involved in our community because the EMS Department could certainly use them.

Local Resident Matthew Ledbetter asked how would someone in town find out more information regarding volunteering for EMS. Mayor Cramblett said Chief Jessica Bennett at the Fire Hall can give you all the information you need.

9. **Other matters.** CM Busdieker said there's something that has been disturbing her a lot since she's been on Council and she wanted to make it public record. She said the Mayor has always been clear about the fact that he does not use City email. She said she recently discovered that he has been conducting City business on his wife's personal email account. She said to her it is a matter of ethics and there is zero oversight on what is being deleted.

CM Busdieker said she spoke to the legal advisors at the League of Oregon Cities and they said there isn't much that can be done legally to compel officials to act ethically in this situation. She said she felt it was important to be on record and for citizens to know that our Mayor refuses to use appropriate communication channels.

Mayor Cramblett said several times he has tried to connect to the City's email and it has not been compatible with the equipment in his home.

CM Busdieker said Mrs. Cramblett is not the elected City Official and City business is going through her email. She said it's an improper communications channel and the City's website does not advertise Mrs. Cramblett's email address as contact info for the Mayor.

Mayor Cramblett said he has not heard of any citizens having issues about contacting him.

CM Busdieker said something needs to be fixed because Mrs. Cramblett's email is an inappropriate communications channel. Mayor Cramblett said he will get it fixed.

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

11. **Adjournment. Motion:** CM Groves moved to adjourn, seconded by CM Busdieker. The motion passed unanimously by CM's Busdieker, Groves, Fitzpatrick, Randall, Walker, Zerfing and Mayor Cramblett. The meeting adjourned at 8:05PM.

Prepared by  
Marilyn Place

APPROVED:

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Mayor Cramblett



**STAFF REPORT**

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**Date Prepared: November 17, 2018**

**For City Council Meeting on: November 26, 2018**

**TO: Honorable Mayor and City Council**

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

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

**SUBJECT:** Computers for Administration and EMS

**SYNOPSIS:** The city is in need of replacing 3 computers in the Administration Department and 1 computer in the EMS Department. I have received a quote from Dell for 4 computers in the amount of \$3,434.20.

**CITY COUNCIL OPTIONS:**

1. Approve purchase of replacement computers.
2. Take no action.
3. Provide Other Direction for Staff

**RECOMMENDATION: "That City Council, by motion, approve purchase of replacement computers for the Administration Department and the EMS Department.**

**Financial review and status:** EMS - \$741.44 with a budget of \$2,000.  
Agency – \$1,860 with a budget of \$2,400.  
Capital Reserve - \$833.76 with a budget of \$10,000.

**BACKGROUND INFORMATION: NONE**



BLANKET VOUCHER APPROVAL

PAGE NO. 1

DEPARTMENT: CITY OF CASCADE LOCKS  
COVER SHEET AND SUMMARY

DATE:	DESCRIPTION:	AMOUNT:
10/18/2018	AP	\$ 81,566.59
10/26/2018	PR	\$ 50,162.60
10/31/2018	AP	\$ 269,966.69
11/2/2018	AP	\$ 11,584.50
11/9/2018	PR	\$ 38,007.03
11/16/2018	AP	\$ 99,584.00
11/21/2018	PR	\$ 29,607.54
GRAND TOTAL		\$ 580,478.95

APPROVAL:

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Mayor



Report Criteria:  
Report type: GL detail

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
9715	10/18	10/31/2018	6788	2018-24257-	Portland Monthly	aug hidden coast ad	0840562114	900.00- V
Total 9715:								
9806	10/18	10/19/2018	4910	300176603	Alicia Weingold	Refund Deposit	5121130	900.00-
Total 9806:								
9907	10/18	10/19/2018	7011	71969	Annaia, Carey, Baker, Thompson, Vankot	Attorney Services for September 2018	0140162100	116.47
Total 9907:								
9908	10/18	10/19/2018	7034	874	Bernadette Murray-Macioce	Admin, Post to facebook, letters, ads	0840562110	1,200.00
Total 9908:								
9909	10/18	10/19/2018	370	66231	BIO-MED TESTING SERVICE	random drug test - Price	0140462063	1,200.00
Total 9909:								
9910	10/18	10/19/2018	460	07229	BROWN & KYSAR, INC	Primary Metering (Bitcoin) Design	5141562009	800.00
9910	10/18	10/19/2018	460	07229	BROWN & KYSAR, INC	Primary Metering (Bitcoin) Project Suppo	5141562009	40.00
9910	10/18	10/19/2018	460	07229	BROWN & KYSAR, INC	Primary Metering (Bitcoin) Solutions Dev	5141562009	800.00
Total 9910:								
9911	10/18	10/19/2018	1120	A204579	COLUMBIA HARDWARE, LLC	Key	0540562440	2,630.00
9911	10/18	10/19/2018	1120	A205423	COLUMBIA HARDWARE, LLC	Zinc Wedge & Doug Fir	5140562560	2.14
Total 9911:								
9912	10/18	10/19/2018	7028	1809-1705	Curran-McLeod, Inc.	benson and watts overlay	0740562128	67.29
9912	10/18	10/19/2018	7028	1809-1710	Curran-McLeod, Inc.	benson and watts overlay Eng Grant Pre	0740562128	69.43
Total 9912:								
9913	10/18	10/19/2018	1540	61158 9/2018	DMV SERVICES STATE OF OREGON	certified court print	5140562870	1,062.50
Total 9913:								
Total 9914:								
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Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 9913:								3.00
9914	10/18	10/19/2018	1620	2079	EFFICIENCY SERVICES GROUP, LLC	BPA Program Services Sep 2018	5140562139	750.00
Total 9914:								750.00
9915	10/18	10/19/2018	4910	301960005	Fox Erosion Control	Refund Deposit	2121130	686.77
Total 9915:								686.77
9916	10/18	10/19/2018	4910	300175308	Jeffery Kremer	Refund Deposit	5121130	178.86
Total 9916:								178.86
9917	10/18	10/19/2018	2850	10112018	JESSICA BENNETT	bridge toll tickets	0540562020	2.00
9917	10/18	10/19/2018	2850	10112018	JESSICA BENNETT	saw repair	0540562441	72.03
Total 9917:								74.03
9918	10/18	10/19/2018	3150	101718	MARIANNE BUMP	Reimburse Mileage - Banking	0140162020	21.80
Total 9918:								21.80
9919	10/18	10/19/2018	3490	2554	MID-COLUMBIA ECONOMIC	Project management services oct-dec 2n	0140162030	250.00
Total 9919:								250.00
9920	10/18	10/19/2018	3770	22-201809	NET ASSETS	Title Search	0140162110	12.00
9920	10/18	10/19/2018	3770	22-201809	NET ASSETS	Invoice Fee	0140162110	1.00
Total 9920:								13.00
9921	10/18	10/19/2018	7055	873	Pixel Dust Studio	Graphic Design Service	0840562114	280.00
Total 9921:								280.00
9922	10/18	10/19/2018	4670	385221	PORT OF CASCADE LOCKS	Bridge Tickets - EL	5140562200	40.00

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 9922:								
9923	10/18	10/19/2018	4910	211901211	Priscilla Boob	Refund Deposit	5121130	40.00
Total 9923:								
9924	10/18	10/19/2018	6780	5054696572	Ricoh Americas Corporation	Copies	0140162110	233.30
Total 9924:								
9925	10/18	10/19/2018	5650	150466	T & R ELECTRIC SUPPLY CO.	37.5 Pole mount transformers	5140563770	84.26
Total 9925:								
9926	10/18	10/19/2018	6070	059092	TWGW, INC NAPA AUTO PARTS	spark plug	0340562560	1,710.00
9926	10/18	10/19/2018	6070	791251	TWGW, INC NAPA AUTO PARTS	PW Battery for Truck	0340562441	3.63
9926	10/18	10/19/2018	6070	791251	TWGW, INC NAPA AUTO PARTS	PW Battery for truck	2140562441	114.68
9926	10/18	10/19/2018	6070	791251	TWGW, INC NAPA AUTO PARTS	PW Battery for Truck	3140562441	114.68
Total 9926:								
9927	10/18	10/19/2018	7061	101718	Whitfield, Jennifer	Mileage to OGFOA conference Salem	0140162020	347.67
9927	10/18	10/19/2018	7061	101818	Whitfield, Jennifer	Lunch OGFOA conference	0140162020	101.92
Total 9927:								
9928	10/18	10/19/2018	6690	10092018	WOOSLEY, KATHY	Take Jen/Marianne to airport for conferen	0140162020	110.21
9928	10/18	10/19/2018	6690	10112018	WOOSLEY, KATHY	Employee Pick up from Training Jen and	0140162020	46.33
9928	10/18	10/19/2018	6690	10112018	WOOSLEY, KATHY	Supplies for EMS/Town Hall meeting	0140862022	55.05
Total 9928:								
9929	10/18	10/19/2018	1430	U2018	DEPARTMENT OF STATE LANDS	Unclaimed Property 2018	0122055	118.57
Total 9929:								
9934	10/18	10/31/2018	6110	10512018	U.S. POSTAL SERVICE	Mail utility bills	0140162055	590.60
Total 9934:								
305.03								

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 9934:								
9935	10/18	10/31/2018	4910	100043105	Amy Adams	Refund LIHEAP balance	5121025	305.05
Total 9935:								252.24
9936	10/18	10/31/2018	6820	65289	Anderson Perry & Associates Inc.	Professional Services through 10/15/18	0140262091	397.50
9936	10/18	10/31/2018	6820	65290	Anderson Perry & Associates Inc.	Design Engineer OCT 2018	2141562025	8,000.00
9936	10/18	10/31/2018	6820	65291	Anderson Perry & Associates Inc.	Professional Services through 10/15/18	3141562030	106.25
9936	10/18	10/31/2018	6820	65292	Anderson Perry & Associates Inc.	Professional Services (Cultural) through	3141562030	6,563.21
Total 9936:								15,066.96
9937	10/18	10/31/2018	4910	211922422	Angela & Samuel Martinez	Refund Deposit	5121130	178.72
Total 9937:								178.72
9938	10/18	10/31/2018	200	47454OCT20	AT&T MOBILITY	Electric Department Phone 9/12-10/11/18	5140562050	56.33
Total 9938:								56.33
9939	10/18	10/31/2018	450	12277746	BRATTAIN INTL TRUCKS, INC	Road Service Call	5140562201	372.00
Total 9939:								372.00
9940	10/18	10/31/2018	6900	V803541	BSK Associates	water testing	2140562150	180.00
Total 9940:								180.00
9941	10/18	10/31/2018	790	1134 OCT 18	CENTURYLINK	Emergency After Hours	5140562050	64.44
9941	10/18	10/31/2018	790	1134 OCT 18	CENTURYLINK	Emergency After Hours	5140662050	16.11
Total 9941:								80.55
9942	10/18	10/31/2018	940	OCT 25 2018	CITY OF SPRINGFIELD	Ambulance Billing Service	0540562111	400.00
Total 9942:								400.00
9943	10/18	10/31/2018	1130	2018	COLUMBIA MARKET (DBA)	batteries, baking soda, vinegar	0540562020	8.82

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
9943	10/18	10/31/2018	1130	2018	COLUMBIA MARKET (DBA)	batteries, baking soda, vinegar	0540562350	28.37
Total 9943:								
9944	10/18	10/31/2018	1360	131619	DAVID R. CUNNINGHAM	Virus, replace parts, firewall, specs	0140162082	705.00
9944	10/18	10/31/2018	1360	161620	DAVID R. CUNNINGHAM	phones, troubleshoot, outage, fire wall	0140162082	555.00
Total 9944:								
9945	10/18	10/31/2018	6795	0700834	Ferguson Enterprises Inc. #3011	Meter	2140562560	755.30
Total 9945:								
9946	10/18	10/31/2018	6854	OCT2018	Gordon Zimmerman	Mileage to meetings	0140162094	459.98
Total 9946:								
9947	10/18	10/31/2018	7021	I-1621802	Gorge Networks	broadband and phone service Oct 2018	0140162050	225.80
9947	10/18	10/31/2018	7021	I-1621802	Gorge Networks	broadband and phone services oct 2018	0140162082	261.79
9947	10/18	10/31/2018	7021	I-1621802	Gorge Networks	broadband and phone services Oct 2018	0540562050	234.06
Total 9947:								
9948	10/18	10/31/2018	6991	76848	Harris WorksSystems	casters	0140162010	721.65
Total 9948:								
9949	10/18	10/31/2018	2420	1798	HOOD RIVER CO. - FINANCE	Dog License	0121011	15.00
9949	10/18	10/31/2018	2420	1798	HOOD RIVER CO. - FINANCE	Dog License	0130143280	.50
9949	10/18	10/31/2018	2420	9805	HOOD RIVER CO. - FINANCE	Oct deputy service	0141962250	7,600.00
Total 9949:								
9950	10/18	10/31/2018	4910	301877927	Leiliani Johnson	Refund Deposit	5121130	7,614.50
Total 9950:								
9951	10/18	10/31/2018	3120	09202018	LORANG STUDIOS	Stars for PCT	0840562114	215.43
Total 9951:								
Total 9951:								

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 9951:								100.00
9952	10/18	10/31/2018	3150	103118	MARIANNE BUMP	Reimburse Mileage - Banking	0140162020	21.80
Total 9952:								21.80
9953	10/18	10/31/2018	3160	102918	MARIANNE BUMP/PETTY CASH	Fall Dumpster Days - Lunch	0140462642	62.00
9953	10/18	10/31/2018	3160	103118	MARIANNE BUMP/PETTY CASH	haloween candy for trick or treat	0140162010	9.94
Total 9953:								71.94
9954	10/18	10/31/2018	3910	40170	NORTHWEST PUBLIC POWER ASSOC	online job advertising - Lineman	5140562030	165.00
Total 9954:								165.00
9955	10/18	10/31/2018	4040	020188235	OLDCASTLE Infrastructure	Riser Ring	5140562810	234.00
Total 9955:								234.00
9956	10/18	10/31/2018	4640	4223 OCT 20	PITNEY BOWES INC	Postage	0140162055	142.80
9956	10/18	10/31/2018	4640	4223 OCT 20	PITNEY BOWES INC	Postage	0840562055	7.20
Total 9956:								150.00
9957	10/18	10/31/2018	4670	393196	PORT OF CASCADE LOCKS	Bridge Tickets - PW	2140562020	40.00
Total 9957:								40.00
9958	10/18	10/31/2018	6788	2018-24257-	Portland Monthly	aug hidden coast ad	0840562114	900.00
Total 9958:								900.00
9959	10/18	10/31/2018	7074	35515	Power Design Inc.	primary metering switch gear	5141562009	16,689.00
Total 9959:								16,689.00
9960	10/18	10/31/2018	4810	32332	PRINT IT SIGN MEDIA	Hours signs for city hall	0140462520	16.00

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 9960:								
9961	10/18	10/31/2018	4840	1050	PUBLIC UTILITY DIST. #1	Mutal Aide 10/22/2018 2 hours labor	5140562110	16.00
9961	10/18	10/31/2018	4840	1050	PUBLIC UTILITY DIST. #1	Mutal Aide 10/22/18 transportation	5140562110	270.45
Total 9961:								
9962	10/18	10/31/2018	6780	30826303	Ricoh Americas Corporation	Lease	0140162120	45.32
Total 9962:								
9963	10/18	10/31/2018	7073	PMT 3	Shearer & Associates	Payment#3 Water Tank	2141562020	315.77
Total 9963:								
9964	10/18	10/31/2018	7058	2018-11870	Statehood Media, LLC	Nov/Dec 1859 Oregon's Magazine Ad	0840562113	179.02
Total 9964:								
9965	10/18	10/31/2018	5990	99416	TRAVEL INFORMATION COUNCIL	oct 2018 Mult Falls 4x4 Panel	0840562114	215,463.65
Total 9965:								
9966	10/18	10/31/2018	6921	W00388	True North	E-93 Pump Test	0540562448	995.00
9966	10/18	10/31/2018	6921	W00389	True North	E-94 Pump Test	0540562448	75.00
Total 9966:								
9967	10/18	10/31/2018	6070	059821	TWGW, INC NAPA AUTO PARTS	barricade Hose	5140562560	840.00
Total 9967:								
9968	10/18	10/31/2018	6937	368903027	US Bank Equipment Finance	contract payment - Principal	5140566001	5.40
9968	10/18	10/31/2018	6937	368903027	US Bank Equipment Finance	contract payment - Interest	5140566002	1,250.58
Total 9968:								
9969	10/18	10/31/2018	6640	092618	WIND RIVER PUBLISHING	Skamania Guide	0840562114	43.03
Total 9969:								
900.00								

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 9969:								
9970	10/18	10/31/2018	6923	1593767	Wood's Logging Supply Inc	Shackels/Parts	5140562560	172.70
9970	10/18	10/31/2018	6923	1593767	Wood's Logging Supply Inc	Small Saw	5140562770	359.95
Total 9970:								
9971	10/18	10/31/2018	6690	101918	WOSLEY, KATHY	banking & chair shopping	0140162020	62.13
Total 9971:								
9972	11/18	11/02/2018	7034	877	Bernadette Murray-Macioce	Admin work, Harvest fest table post to fa	0840562110	940.00
Total 9972:								
9973	11/18	11/02/2018	6900	V803721	BSK Associates	water testing 31 lewis and charburger	2140562150	60.00
Total 9973:								
9974	11/18	11/02/2018	670	0200 OCT 20	CASCADE LOCKS LIGHT CO.	Pump Lift Station	3140562070	28.30
9974	11/18	11/02/2018	670	1200 OCT 20	CASCADE LOCKS LIGHT CO.	Bike Path	0140162552	32.63
9974	11/18	11/02/2018	670	120000 OCT	CASCADE LOCKS LIGHT CO.	Cemetery Water	1740562551	193.92
9974	11/18	11/02/2018	670	1500 OCT 20	CASCADE LOCKS LIGHT CO.	fire station	0540562439	561.09
9974	11/18	11/02/2018	670	3500 10/18	CASCADE LOCKS LIGHT CO.	res. no 2	2140562070	39.74
9974	11/18	11/02/2018	670	35000 OCT 2	CASCADE LOCKS LIGHT CO.	City Hall Utilities	0140162552	615.51
9974	11/18	11/02/2018	670	38200 OCT 2	CASCADE LOCKS LIGHT CO.	well house	2140562070	2,084.42
9974	11/18	11/02/2018	670	3900 OCT 20	CASCADE LOCKS LIGHT CO.	moody lift station	2140562070	29.63
9974	11/18	11/02/2018	670	42700 OCT 2	CASCADE LOCKS LIGHT CO.	Wasco Crk Lift Station	3140562070	70.80
9974	11/18	11/02/2018	670	49800 OCT 2	CASCADE LOCKS LIGHT CO.	City Hall Irrigation	0140162552	241.91
9974	11/18	11/02/2018	670	55700 OCT 2	CASCADE LOCKS LIGHT CO.	main lift station	3140562070	704.43
9974	11/18	11/02/2018	670	55900 OCT 2	CASCADE LOCKS LIGHT CO.	museum	0140762680	166.54
9974	11/18	11/02/2018	670	6900 OCT 20	CASCADE LOCKS LIGHT CO.	87 Ruckel	3140562070	35.24
9974	11/18	11/02/2018	670	69800 OCT 2	CASCADE LOCKS LIGHT CO.	radio tower	0540562439	63.71
9974	11/18	11/02/2018	670	71800 OCT 2	CASCADE LOCKS LIGHT CO.	Mail Lighting	5140562800	60.93
9974	11/18	11/02/2018	670	79700 OCT 2	CASCADE LOCKS LIGHT CO.	treatment plant	3140562070	1,935.37
9974	11/18	11/02/2018	670	81300 OCT 2	CASCADE LOCKS LIGHT CO.	Warehouse	2140562070	50.39
Total 9974:								
								6,914.66

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
9975	11/18	11/02/2018	790	1541 OCT 18	CENTURYLINK	Treatment Plant	3140562050	120.37
9975	11/18	11/02/2018	790	5588 OCT 18	CENTURYLINK	telemetry	2140562050	144.41
9975	11/18	11/02/2018	790	5588 OCT 18	CENTURYLINK	telemetry	3140562050	144.41
9975	11/18	11/02/2018	790	8414 OCT 18	CENTURYLINK	Lift Station	3140562050	104.87
Total 9975:								514.06
9976	11/18	11/02/2018	800	3997 OCT 18	CENTURYLINK COMMUNICATIONS, IN	WELL HOUSE	2140562050	12.74
Total 9976:								12.74
9977	11/18	11/02/2018	900	SSS OCT 20	CITY OF CASCADE LOCKS	Senior Sewer Subsidy	0140662025	249.70
Total 9977:								249.70
9978	11/18	11/02/2018	1130	101518	COLUMBIA MARKET (DBA)	water & ice	0340562560	18.53
9978	11/18	11/02/2018	1130	101518	COLUMBIA MARKET (DBA)	kitty litter	2140562560	3.55
9978	11/18	11/02/2018	1130	101518	COLUMBIA MARKET (DBA)	kitty litter & pram	2140562560	7.10
9978	11/18	11/02/2018	1130	101518	COLUMBIA MARKET (DBA)	water & ice	2140562560	10.14
9978	11/18	11/02/2018	1130	101518	COLUMBIA MARKET (DBA)	water	2140562560	10.39
9978	11/18	11/02/2018	1130	101518	COLUMBIA MARKET (DBA)	batteries	2140562560	28.77
9978	11/18	11/02/2018	1130	101518	COLUMBIA MARKET (DBA)	batteries	3140562560	28.77
9978	11/18	11/02/2018	1130	101518	COLUMBIA MARKET (DBA)	water	5140562560	16.78
9978	11/18	11/02/2018	1130	101518	COLUMBIA MARKET (DBA)	water	5140562560	16.78
9978	11/18	11/02/2018	1130	101518	COLUMBIA MARKET (DBA)	water	5140562560	8.39
9978	11/18	11/02/2018	1130	101518	COLUMBIA MARKET (DBA)	water	5140562560	16.78
Total 9978:								165.98
9979	11/18	11/02/2018	6795	0707020	Ferguson Enterprises Inc. #3011	water meter	2140562560	209.61
9979	11/18	11/02/2018	6795	0707020	Ferguson Enterprises Inc. #3011	Mxu	2140562560	160.24
Total 9979:								369.85
9980	11/18	11/02/2018	4070	8100939	ONE CALL CONCEPTS, INC.	Regular Tickets	5140562110	9.45
Total 9980:								9.45
9981	11/18	11/02/2018	6769	10-18-570	PARC Resources, LLC	City Planning oct 2018	0140262075	225.75
9981	11/18	11/02/2018	6769	10-18-570	PARC Resources, LLC	City Planning oct 2018	0140262090	999.75

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
<b>Total 9981:</b>								
9982	11/18	11/02/2018	7055 878		Pixel Dust Studio	Mult add, display ads, PCTA Blog release	0840562114	1,225.50
<b>Total 9982:</b>								
9983	11/18	11/02/2018	5510 7206980213-		STAPLES CONTRACT & COMMERCIAL	Mouse Pad, Staples, Toner, Glue, office s	0140162010	880.00
<b>Total 9983:</b>								
9989	11/18	11/16/2018	4910 100038401		Alltech Directional Drilling Inc	Refund Water Deposit	2121130	242.56
<b>Total 9989:</b>								
9990	11/18	11/16/2018	6966 01410018SK		American Messaging	Paging, Voicemail, Page Service	5140562110	842.85
<b>Total 9990:</b>								
9991	11/18	11/16/2018	7034 879		Bernadette Murray-Macioco	Admin, emails, phone calls, agenda minu	0840562110	81.85
9991	11/18	11/16/2018	7034 879		Bernadette Murray-Macioco	ongoing projects, prep for meetings (7 ho	0840562110	500.00
9991	11/18	11/16/2018	7034 879		Bernadette Murray-Macioco	Flash report (4 hours)	0840562110	140.00
9991	11/18	11/16/2018	7034 879		Bernadette Murray-Macioco	post to facebook (4 hours)	0840562110	80.00
9991	11/18	11/16/2018	7034 879		Bernadette Murray-Macioco	Face book ads 9/29-10/8	0840562110	80.00
9991	11/18	11/16/2018	7034 879		Bernadette Murray-Macioco	Facebook Ads 9/28-9/30	0840562110	9.53
9991	11/18	11/16/2018	7034 879		Bernadette Murray-Macioco	Gorge Tourism Summit Ticket - Murray	0840562110	2.47
<b>Total 9991:</b>								
9992	11/18	11/16/2018	6839 83022751		Bound Tree Medical, LLC	Medications	0540562351	847.00
<b>Total 9992:</b>								
9993	11/18	11/16/2018	460 07250		BROWN & KYSAR, INC	Primary Metering Oregon Mines	5141562009	654.57
9993	11/18	11/16/2018	460 07251		BROWN & KYSAR, INC	Oregon Mines Recloser Settings Gen Su	5141562009	193.50
9993	11/18	11/16/2018	460 07252		BROWN & KYSAR, INC	General Support EDA Engineering Estim	5140562091	788.25
<b>Total 9993:</b>								
9994	11/18	11/16/2018	6979 OCT2018		Cartomation, Inc.	GIS Service for City	5140562190	2,288.50
<b>Total 9994:</b>								
								3,270.25
								1,000.00

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
<b>Total 9994:</b>								
9995	11/18	11/16/2018	1280	12133	CRESTLINE CONSTRUCTION	Oneonta Waterline Ext. Connection of exi	0242163901	1,000.00
9995	11/18	11/16/2018	1280	12133	CRESTLINE CONSTRUCTION	8" C-900 Waterline	0242163901	2,400.00
9995	11/18	11/16/2018	1280	12133	CRESTLINE CONSTRUCTION	8" Gate Valve	0242163901	12,000.00
9995	11/18	11/16/2018	1280	12133	CRESTLINE CONSTRUCTION	4" AC Paving	0242163901	1,100.00
9995	11/18	11/16/2018	1280	12133	CRESTLINE CONSTRUCTION	Traffic Control	0242163901	3,343.89
9995	11/18	11/16/2018	1280	12133	CRESTLINE CONSTRUCTION	Traffic Control	0242163901	1,600.00
<b>Total 9995:</b>								
9996	11/18	11/16/2018	7028	1810-1710	Curran-McLeod, Inc.	General Engineering TIB	0140262091	20,443.89
<b>Total 9996:</b>								
9997	11/18	11/16/2018	1620	2109	EFFICIENCY SERVICES GROUP, LLC	BPA Program Services October 2018	5140562139	500.00
<b>Total 9997:</b>								
9998	11/18	11/16/2018	2570	0010181017	HOOD RIVER NEWS	Notice of Public Hearing	0140262037	500.00
<b>Total 9998:</b>								
9999	11/18	11/16/2018	2700	PLACE2019	ILMC	Membership Dues 2019 Place	0140162030	750.00
<b>Total 9999:</b>								
10000	11/18	11/16/2018	7078	OCT2018MC	Jaques Sharp Attorneys At Law	Phone Municipal Court, Hearing prep, he	0140162110	110.00
<b>Total 10000:</b>								
10001	11/18	11/16/2018	2980	INV290082	L.N. CURTIS & SONS	air sample	0540562440	281.80
<b>Total 10001:</b>								
10002	11/18	11/16/2018	3770	22-201810	NET ASSETS	Title Search	0140162110	110.00
10002	11/18	11/16/2018	3770	22-201810	NET ASSETS	Invoice Fee	0140162110	12.00
<b>Total 10002:</b>								
<b>Total 10002:</b>								

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
10003	11/18	11/16/2018	3820	24834076	Norco, INC	oxygen	0540562351	98.95
10003	11/18	11/16/2018	3820	25012664	Norco, INC	oxygen	0540562351	217.23
Total 10003:								316.18
10004	11/18	11/16/2018	4020	ME123478	ODOT-FUEL SALES	E192469	0340562530	152.31
10004	11/18	11/16/2018	4020	ME123478	ODOT-FUEL SALES	EC90	0540562420	186.41
10004	11/18	11/16/2018	4020	ME123478	ODOT-FUEL SALES	E218108	0540562420	68.83
10004	11/18	11/16/2018	4020	ME123478	ODOT-FUEL SALES	E220685	0540562420	87.39
10004	11/18	11/16/2018	4020	ME123478	ODOT-FUEL SALES	E93	0540562420	64.87
10004	11/18	11/16/2018	4020	ME123478	ODOT-FUEL SALES	E94	0540562420	67.91
10004	11/18	11/16/2018	4020	ME123478	ODOT-FUEL SALES	Fuel - PW E206091	2140562530	81.97
10004	11/18	11/16/2018	4020	ME123478	ODOT-FUEL SALES	Fuel - electrical E192626	5140562200	28.02
10004	11/18	11/16/2018	4020	ME123478	ODOT-FUEL SALES	E215587	5140562200	362.36
10004	11/18	11/16/2018	4020	ME123478	ODOT-FUEL SALES	E236094	5140562200	177.13
Total 10004:								1,277.20
10005	11/18	11/16/2018	7055	880	Pixel Dust Studio	Mult Falls Kiosk (2hours)	0840562114	80.00
10005	11/18	11/16/2018	7055	880	Pixel Dust Studio	Skamania Visitor's Guide Ad (2 hours)	0840562114	80.00
10005	11/18	11/16/2018	7055	880	Pixel Dust Studio	Green Living Ad (2 hours)	0840562114	80.00
Total 10005:								240.00
10006	11/18	11/16/2018	4670	527077	PORT OF CASCADE LOCKS	bridge Tickets - FD	0540562020	40.00
Total 10006:								40.00
10007	11/18	11/16/2018	4910	200114101	Ralph Cless	Refund Deposit	5121130	152.23
Total 10007:								152.23
10008	11/18	11/16/2018	6780	5054968406	Ricoh Americas Corporation	Copies	0140162110	73.99
Total 10008:								73.99
10009	11/18	11/16/2018	7026	8125931329	Shred-it USA	Archives Shred Blns	0140162110	48.15
Total 10009:								48.15

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
10010	11/18	11/16/2018	5520	19169	STATE FORESTER	Fire Protection	0140362870	19.25
10010	11/18	11/16/2018	5520	19169	STATE FORESTER	Fire Protection	3140562870	58.33
10010	11/18	11/16/2018	5520	19169	STATE FORESTER	Fire Protection	5140562870	27.48
Total 10010:								
10011	11/18	11/16/2018	6834	PCT BIKE	Steve Anderson	PCT Bike for Wheel Spin Game	0840562114	140.00
10011	11/18	11/16/2018	6834	PCT BIKE	Steve Anderson	PCT Bike Stand for Game	0840562114	150.00
Total 10011:								
10012	11/18	11/16/2018	6350	0367619-IN	WAGNER-SMITH EQUIPMENT	Shipping	5140663700	12.90
10012	11/18	11/16/2018	6350	0367619-IN	WAGNER-SMITH EQUIPMENT	Ratchet Cable Cutter 1 1/4 Inch	5140663700	149.06
10012	11/18	11/16/2018	6350	0368289-IN	WAGNER-SMITH EQUIPMENT	Hand Hydraulic Cutter	5140663700	1,191.76
10012	11/18	11/16/2018	6350	0368289-IN	WAGNER-SMITH EQUIPMENT	Shipping	5140663700	16.38
Total 10012:								
10013	11/18	11/16/2018	6897	E1771892	Witmer Public Safety Group, Inc.	Pike Pole Bracket	0540562441	64.17
Total 10013:								
10191801	10/18	10/19/2018	440	SEP18-PWR	BPA	September Power Bill	5140562820	53,979.00 M
10191801	10/18	10/19/2018	440	SEP18-PWR	BPA	September Power Bill	5140562820	7,340.00 M
Total 10191801:								
10191802	10/18	10/19/2018	440	SEP18-TRND	BPA	September Transmission Bill	5140562821	6,602.00 M
10191802	10/18	10/19/2018	440	SEP18-TRND	BPA	September Transmission Bill	5140562821	898.00 M
Total 10191802:								
10191803	10/18	10/19/2018	6080	1035 SEP20	U S BANK	Bank Fees	0140162110	7,500.00
Total 10191803:								
10311801	10/18	10/31/2018	6090	2671 OCT 20	U S BANK CC	caselle conference hotel Bump	0140162020	402.40 M
10311801	10/18	10/31/2018	6090	2671 OCT 20	U S BANK CC	caselle conference hotel Whitfield	0140162020	402.40 M

Check Issue Dates: 10/18/2018 - 11/21/2018

Nov 19, 2018 11:59AM

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
<b>Total 10311801:</b>								
10311802	10/18	10/31/2018	6090	2305 OCT 20	U S BANK CC	Internet equipment	0140162010	804.80
10311802	10/18	10/31/2018	6090	2305 OCT 20	U S BANK CC	crash plan	0140162082	99.99
10311802	10/18	10/31/2018	6090	2305 OCT 20	U S BANK CC	concrete for monument and water meter	0340562560	19.98
10311802	10/18	10/31/2018	6090	2305 OCT 20	U S BANK CC	National Trails Conference - Bernadette	0840562020	429.84
<b>Total 10311802:</b>								
10311803	10/18	10/31/2018	6090	2974 OCT 18	U S BANK CC	Transportation to/from hotel Burmp/Whitri	0140162020	944.81
10311803	10/18	10/31/2018	6090	2974 OCT 18	U S BANK CC	Food Caselle Conference Trip	0140162020	36.00
10311803	10/18	10/31/2018	6090	2974 OCT 18	U S BANK CC	Food Caselle Conference Trip	0140162020	20.29
10311803	10/18	10/31/2018	6090	2974 OCT 18	U S BANK CC	Food for caselle conference	0140162020	22.09
10311803	10/18	10/31/2018	6090	2974 OCT 18	U S BANK CC	Food for caselle conference	0140162020	5.25
10311803	10/18	10/31/2018	6090	2974 OCT 18	U S BANK CC	Food for Caselle conference	0140162020	61.07
10311803	10/18	10/31/2018	6090	2974 OCT 18	U S BANK CC	Food for Caselle conference	0140162020	27.19
10311803	10/18	10/31/2018	6090	2974 OCT 18	U S BANK CC	malware subscription	0140162081	99.99
10311803	10/18	10/31/2018	6090	2974 OCT 18	U S BANK CC	att Data	0540562050	14.99
<b>Total 10311803:</b>								
10311804	10/18	10/31/2018	6090	4393 OCT 18	U S BANK CC	office supplies	0140162010	276.87
10311804	10/18	10/31/2018	6090	4393 OCT 18	U S BANK CC	coffee/tissues/supplies	0140162010	11.90
10311804	10/18	10/31/2018	6090	4393 OCT 18	U S BANK CC	ems/town hall dinner	0140862022	91.52
10311804	10/18	10/31/2018	6090	4393 OCT 18	U S BANK CC	ems/town hall	0140862022	43.35
10311804	10/18	10/31/2018	6090	4393 OCT 18	U S BANK CC	Water	2140562560	57.09
10311804	10/18	10/31/2018	6090	4393 OCT 18	U S BANK CC	water	3140562560	3.50
10311804	10/18	10/31/2018	6090	4393 OCT 18	U S BANK CC	water	5140562560	3.49
<b>Total 10311804:</b>								
10311805	10/18	10/31/2018	6090	5243 OCT 20	U S BANK CC	LOC Conference Food Gordons/Deanna	0140162020	217.84
10311805	10/18	10/31/2018	6090	5243 OCT 20	U S BANK CC	LOC Conference Parking Gordon	0140162020	28.80
10311805	10/18	10/31/2018	6090	5243 OCT 20	U S BANK CC	LOC Conference Hotel Gordon	0140162020	12.00
10311805	10/18	10/31/2018	6090	5243 OCT 20	U S BANK CC	Food OMEUA Fall Board Meeting Gordon	0140162020	497.52
10311805	10/18	10/31/2018	6090	5243 OCT 20	U S BANK CC	Food OMEUA Fall Board Meeting Gordo	0140162020	11.65
10311805	10/18	10/31/2018	6090	5243 OCT 20	U S BANK CC	Hotel/Room Service OMEUA Gordon	0140162020	22.00
10311805	10/18	10/31/2018	6090	5243 OCT 20	U S BANK CC	Gordon 365 MS Office Home Edition Su	0140162081	397.04
10311805	10/18	10/31/2018	6090	5243 OCT 20	U S BANK CC	LOC Conference Hotel Deanna	0140862020	99.99
<b>Total 10311805:</b>								

Check Number	GL Period	Vendor Number	Check Issue Date	Invoice No.	Payee	Description	GL Account	Amount
Total 10311805:								1,566.52
11161801	11/18	440	11/16/2018	OCT18-PWR	BPA	November Power Bill	5140662820	53,088.00 M
11161801	11/18	440	11/16/2018	OCT18-PWR	BPA	November Power Bill	5140662820	6,823.00 M
Total 11161801:								59,911.00
11161802	11/18	440	11/16/2018	OCT18-TRN	BPA	November Transmission Bill	5140662821	5,734.00 M
11161802	11/18	440	11/16/2018	OCT18-TRN	BPA	November Transmission Bill	5140662821	737.00 M
Total 11161802:								6,471.00
11161803	11/18	6080	11/16/2018	1035 OCT 20	U S BANK	Bank Fees	0140162110	415.71 M
Total 11161803:								415.71
Grand Totals:								462,701.78

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-21010	.50	21,131.73-	21,131.23-
01-21011	15.00	.00	15.00
01-22035	590.60	.00	590.60
01-301-43280	.00	.50-	.50-
01-401-62010	505.91	.00	505.91
01-401-62020	2,253.02	.00	2,253.02
01-401-62030	360.00	.00	360.00
01-401-62050	225.80	.00	225.80
01-401-62055	447.83	.00	447.83
01-401-62061	199.98	.00	199.98
01-401-62062	1,541.77	.00	1,541.77
01-401-62094	459.98	.00	459.98
01-401-62100	1,200.00	.00	1,200.00
01-401-62110	1,267.03	.00	1,267.03
01-401-62120	179.02	.00	179.02
01-401-62552	890.05	.00	890.05
01-402-62037	104.00	.00	104.00
01-402-62075	225.75	.00	225.75
01-402-62090	989.75	.00	989.75
01-402-62091	897.50	.00	897.50
01-403-62870	19.25	.00	19.25
01-404-62063	40.00	.00	40.00
01-404-62520	16.00	.00	16.00
01-404-62642	62.00	.00	62.00
01-407-62630	166.64	.00	166.64
01-408-62020	497.52	.00	497.52
01-408-62022	117.63	.00	117.63
01-408-62025	249.70	.00	249.70
01-419-62250	7,600.00	.00	7,600.00
02-21010	.00	20,443.89-	20,443.89-
02-421-63901	20,443.89	.00	20,443.89
03-21010	.00	718.99-	718.99-
03-405-62441	114.68	.00	114.68
03-405-62530	152.31	.00	152.31
03-405-62560	452.00	.00	452.00
05-21010	.00	3,887.54-	3,887.54-
05-405-62020	50.82	.00	50.82
05-405-62050	249.05	.00	249.05

Check Issue Dates: 10/18/2018 - 11/21/2018

GL Account	Debit	Credit	Proof
05-405-62111	400.00	.00	400.00
05-405-62350	28.37	.00	28.37
05-405-62351	970.75	.00	970.75
05-405-62420	475.41	.00	475.41
05-405-62439	624.80	.00	624.80
05-405-62440	112.14	.00	112.14
05-405-62441	136.20	.00	136.20
05-405-62448	840.00	.00	840.00
07-21010	.00	2,062.50	2,062.50
07-405-62128	2,062.50	.00	2,062.50
08-21010	900.00	.00	900.00
08-405-62020	395.00	.00	395.00
08-405-62055	7.20	.00	7.20
08-405-62110	2,587.00	.00	2,587.00
08-405-62113	995.00	.00	995.00
08-405-62114	3,665.00	900.00	2,765.00
17-21010	.00	193.92	193.92
17-405-62551	193.92	.00	193.92
21-21010	.00	228,819.85	228,819.85
21-21130	1,329.62	.00	1,329.62
21-405-62020	40.00	.00	40.00
21-405-62050	157.15	.00	157.15
21-405-62070	2,204.18	.00	2,204.18
21-405-62150	240.00	.00	240.00
21-405-62441	114.68	.00	114.68
21-405-62530	81.97	.00	81.97
21-405-62560	1,188.60	.00	1,188.60
21-415-62020	215,463.65	.00	215,463.65
21-415-62025	8,000.00	.00	8,000.00
31-21010	.00	10,018.52	10,018.52
31-405-62050	369.65	.00	369.65
31-405-62070	2,774.14	.00	2,774.14
31-405-62441	114.68	.00	114.68
31-405-62560	32.26	.00	32.26
31-405-62870	58.33	.00	58.33
31-415-62050	6,669.46	.00	6,669.46
51-21010	.00	168,676.14	168,676.14
51-21025	252.24	.00	252.24
51-21130	1,075.01	.00	1,075.01
51-405-62030	165.00	.00	165.00

GL Account	Debit	Credit	Proof
51-405-62050	120.77	.00	120.77
51-405-62091	2,288.50	.00	2,288.50
51-405-62110	407.07	.00	407.07
51-405-62139	1,500.00	.00	1,500.00
51-405-62190	1,000.00	.00	1,000.00
51-405-62200	607.51	.00	607.51
51-405-62201	372.00	.00	372.00
51-405-62560	311.11	.00	311.11
51-405-62770	359.95	.00	359.95
51-405-62800	60.93	.00	60.93
51-405-62810	234.00	.00	234.00
51-405-62820	107,067.00	.00	107,067.00
51-405-62821	12,336.00	.00	12,336.00
51-405-62870	30.48	.00	30.48
51-405-63700	1,208.14	.00	1,208.14
51-405-63770	1,710.00	.00	1,710.00
51-405-66001	1,250.58	.00	1,250.58
51-405-66002	43.03	.00	43.03
51-406-62050	16.11	.00	16.11
51-406-62820	14,163.00	.00	14,163.00
51-406-62821	1,635.00	.00	1,635.00
51-406-63700	161.96	.00	161.96
51-415-62009	20,300.75	.00	20,300.75
<b>Grand Totals:</b>	<b>464,502.78</b>	<b>464,502.78</b>	<b>.00</b>

Report Criteria:

Report type: GL detail

AGENDA ITEM NO: 3d

## CASCADE LOCKS STAFF REPORT

---

**Date Prepared:** November 19, 2018

**For City Council Meeting on:** November 26, 2018

**TO:** Honorable Mayor and City Council

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

**SUBJECT:** Approve Resolution No. 1407 Authorizing OBDD Loan for Wastewater Project.

**SYNOPSIS:** This resolution is required by the Oregon Infrastructure Finance Authority to allow us \$1.1 million to use in our Wastewater Facilities Improvement Project. This is a 50% loan/50% grant award.

**CITY COUNCIL OPTIONS:** Approve or reject Resolution No. 1407 authorizing a loan from OBDD IFA.

**RECOMMENDED MOTION:** "I move the approval of Resolution No. 1407 authorizing a loan/grant for the Wastewater Improvement Project."

**RESOLUTION NO. 1407**

**A RESOLUTION AUTHORIZING A LOAN FROM THE WATER FUND BY ENTERING INTO A FINANCING CONTRACT WITH THE OREGON INFRASTRUCTURE FINANCE AUTHORITY**

The City Council (the "Governing Body") of the City of Cascade Locks (the "Recipient") finds:

- A. The Recipient is a "municipality" within the meaning of Oregon Revised Statutes 285B.410(9).
- B. Oregon Revised Statutes 285B.560 through 285B.599 (the "Act") authorize any municipality to file an application with the Oregon Infrastructure Finance Authority of the Business Development Department ("OBDD") to obtain financial assistance from the Water Fund.
- C. The Recipient has filed an application with the OBDD to obtain financial assistance for a "water project" within the meaning of the Act.
- D. The OBDD has approved the Recipient's application for financial assistance from the Water Fund pursuant to the Act.
- E. The Recipient is required, as a prerequisite to the receipt of financial assistance from the OBDD, to enter into a Financing Contract with the OBDD, number Y19001, substantially in the form attached hereto as Exhibit 1. The project is described in Exhibit C to that Financing Contract (the "Project").
- F. Notice relating to the Recipient's consideration of the adoption of this [Ordinance/Resolution/Order] was published in full accordance with the Recipient's charter and laws for public notification.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Recipient as follows:

1. Financing Loan Authorized. The Governing Body authorizes the City Administrator (the "Authorized Officer") to execute on behalf of Recipient the Financing Contract and such other documents as may be required to obtain financial assistance (the "Financing Documents"), including a grant from the OBDD in the amount of \$550,000, and a loan from the OBDD, on such terms as may be agreed upon between the Authorized Officer and OBDD, on the condition that the principal amount of the loan from the OBDD to the Recipient is not in excess of \$550,000 and an interest rate of 1.00% per annum. The proceeds of the loan from the OBDD will be applied solely to the "Costs of the Project" as such term is defined in the Financing Contract.
2. Sources of Repayment. Amounts payable by the Recipient are payable from the sources described in section 4 of the Financing Contract and the Oregon Revised Statutes Section 285B.581(2) which include:
  - (a) The revenues of the project, including special assessment revenues;
  - (b) Amounts withheld under ORS 285B.599;
  - (c) The general fund of the Recipient; or
  - (d) Any other source.
3. Tax-Exempt Status. The Recipient covenants not to take any action or omit to take any action if the taking or omission would cause interest paid by the Recipient pursuant to the Financing Documents not to qualify for the exclusion from gross income provided by Section 103(a) of the Internal Revenue Code of 1986, as amended. The Recipient may enter into covenants to protect the tax-exempt status of the

interest paid by the Recipient pursuant to the Financing Documents and may execute any Tax Certificate, Internal Revenue Service forms or other documents as may be required by the OBDD or its bond counsel to protect the tax-exempt status of such interest.

4. Reimbursement Bonds. The Recipient may make certain expenditures on the Project prior to the date the Financing Contract is executed with OBDD or the date the State of Oregon issues any bonds to fund the loan. The Recipient hereby declares its intent to seek reimbursement of such expenditures with amounts received from the OBDD pursuant to the Financing Contract, but only as permitted by OBDD policy, the Financing Contract, and federal tax regulations. Additionally, the Recipient understands that the OBDD may fund or reimburse itself for the funding of amounts paid to the Recipient pursuant to the Financing Documents with the proceeds of bonds issued by the State of Oregon pursuant to the Act. This [Ordinance/Resolution/Order] constitutes "official intent" within the meaning of 26 C.F.R. §1.150-2 of the income tax regulations promulgated by the United States Department of the Treasury.

**ADOPTED** by the City Council this 26<sup>th</sup> day of November, 2018.

**APPROVED** by the Mayor this 26<sup>th</sup> day of November, 2018.

ATTEST:

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

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



## Appointments to Committees

Currently there are vacancies and applications for the following committees:

- Tourism has 4 vacancies. The City has received 2 applications from Cindilee Baseman and Debbie Fine.
- Architectural Review has 3 vacancies. The City has received 1 application from Nancy Renault.
- Planning Commission has 2 vacancies. The City has received 2 applications from Larry Cramblett and Gary Munkoff.

Council should decide between two options:

- Assign each applicant to the committee they applied, or
- Not assign applicants until more applications are turned in to City Hall.

*Resolution No. 1222, which covers some of the committee functions, meeting guidelines and member expectations, is included for reference.*

### **RESOLUTION NO. 1222**

**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. 1189.**

**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. MAYOR'S COMMITTEES.** The following committees shall function in an advisory and recommending role. The purpose of each Mayor's committee is listed below.

1. **Budget Committee**. The Budget Committee consists of seven Council Members and seven citizens of Cascade Locks. This Committee is charged with approving a budget for the City of Cascade Locks. This Committee meets in the spring in order to have a budget ready for Council adoption in June. Budget Committee Members serve three year terms.
2. **Planning Commission**. The Planning Commission operates under **Ordinance No. 307** and consists of five members acting to provide recommendations to the City Council regarding city growth, development, housing, and most aspects of urban development. Planning Commission Members serve four year terms.
3. **Parks and Recreation Committee**. The Parks and Recreation Committee operates under **Ordinance No. 304** and advises the City Council on matters relating to parks and recreation activities. The Committee is responsible for helping plan and improve current and future recreational facilities, which can then be enjoyed by the entire community. This Committee consists of seven members and serves a three year term.
4. **Tourism Committee**. The Tourism Committee operates under **Ordinance No. 259** and advises the City Council concerning the expenditure of city monies in the promotion of tourism, beautification, and devoting due attention to the recreational and scenic qualities of Cascade Locks and the surrounding Gorge areas. This Committee will recommend a plan of expenditures to promote tourism and beautification in the community. This Committee consists of seven members and serves a three year term.
5. **Museum Committee**. The Museum Committee operates under **Ordinance No. 152** and consists of seven members serving a three year term. This Committee operates and maintains the museum for the City.
6. **Comp Plan Review Committee**. This Committee works to further citizen involvement in all phases of the planning process as it pertains to the Comprehensive Plan. The Committee advises the City Council on matters such as housing, schools, parks, and other matters of general public interest. This Committee meets as needed. Comp Plan Review Committee Members serve two year terms.
7. **City Services Committee**. The City Services Committee consists of five members that serve for a three year term. The purpose of this Committee will be to advise the City Council regarding matters of Public Works, Electric, Cemetery, and the Emergency Services Department. This Committee may also be requested to advise the City Council on utility rate analysis and recommendations on the budgets for operation and capital improvements.

**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 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.** 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. Committee meeting minutes should be submitted in a timely fashion.

**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. City Ordinance shall take precedence over these regulations in issues regarding the Budget Committee, Planning Commission, Museum Commission, Parks and Recreation Committee, and the Tourism/Beautification Committee. **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 10th day of May, 2010.

**APPROVED** by the Mayor this 10th day of May, 2010.

RECEIVED  
OCT 29 2018

City of Cascade Locks, Oregon

DATE AND TIME RECEIVED: 10/29/18  
BY: Heber

Application for City Boards, Commissions, Task Forces and Committees

(Check one below)

Budget Committee \_\_\_\_\_ Planning Commission \_\_\_\_\_ Tourism Committee \_\_\_\_\_ Other X  
Architectural Review Com

NAME: Nancy Ann Renault HOME PHONE: \_\_\_\_\_

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

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

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

How long have you lived in the City? 40 yrs

1. Why are you interested in serving?

I care about our City and what it will be looking like in years to come

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

Yes I can

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

Planning 10 yrs Emergency Services 8 yrs Port City Budget City Council Fire Man 40 yrs

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

Back ground of Planning City Council Understanding of how our city should look in the future

APPLICANT SIGNATURE Nancy Ann Renault

DATE: 10/29/2018

Thank you. We appreciate your willingness to serve.



RECEIVED  
OCT 31 2018

City of Cascade Locks, Oregon

DATE AND TIME RECEIVED: BY: K. Golden

Application for City Boards, Commissions, Task Forces and Committees

(Check one below)

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

NAME: Deborah Fine

HOME PHONE: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_

EMAIL ADDRESS: Deborah.Fine@cllocks.org

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

How long have you lived in the City? 30 yrs

1. Why are you interested in serving?

Enjoy the people and have been on committee for years

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?

15 yrs?

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

Knowledge of past events

APPLICANT SIGNATURE

Deborah R Fine

DATE: 10-29-18

Thank you. We appreciate your willingness to serve.



RECEIVED  
OCT 3 2018

City of Cascade Locks, Oregon

DATE AND TIME RECEIVED: BY: KGoben

Application for City Boards, Commissions, Task Forces and Committees

(Check one below)

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

NAME: LARRY R. Cramblett

HOME PHONE: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_

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

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

How long have you lived in the City? 62  
~~68~~ years

1. Why are you interested in serving? I have been on this Committee for 6 years, there are items that I began with but yet have completed, would like to complete these items.

2. Do you feel that you can meet the schedule required by the City Council?  
IN the six years that I have been on this committee I have missed two meetings because of family concerns.

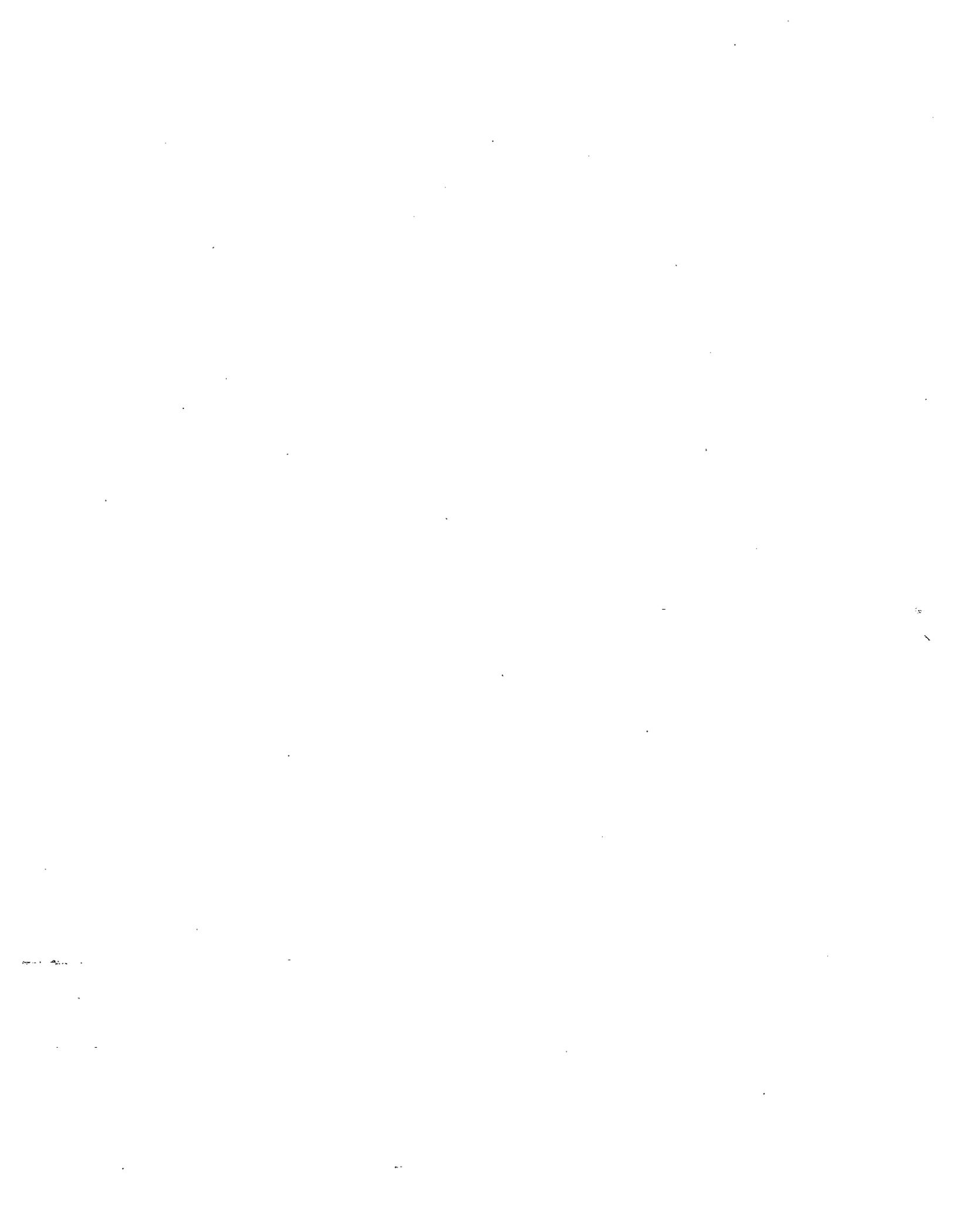
3. What experiences have you had with City Committees, Boards, or Commissions?  
I have been on the City Council; Budget Committee, Commission to Review our Planning Code and Planning Commission

4. What special skills or interests do you think you bring to this effort?  
While I was an educator I was on local, state, and federal committees, which I chaired of many.

APPLICANT SIGNATURE Larry R. Cramblett

DATE: Oct. 30, 2018

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



RECEIVED  
OCT 31 2018  
BY: *K. Green*

City of Cascade Locks, Oregon

DATE AND TIME RECEIVED: BY: *K. Green*

Application for City Boards, Commissions, Task Forces and Committees

(Check one below)

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

NAME: *Gary Monkhoff*

HOME PHONE: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_

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

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

How long have you lived in the City? *31 yrs*

1. Why are you interested in serving?

*Want to help maintain the "liveability" of CL*

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?

*4 yrs on the Planning Commission*

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

*Experience*

APPLICANT SIGNATURE *Gary Monkhoff*

DATE: *10/28/18*

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



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 \_\_\_\_\_

NAME: CINDIEE BASEMAN HOME PHONE: \_\_\_\_\_

MAILING ADDRESS: 2000 CASCADE LOCKS CELL PHONE: \_\_\_\_\_

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

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

How long have you lived in the City? 28 YEARS

1. Why are you interested in serving?

*I have always been interested in the positive direction our city is going. The growth of our town is extremely important to me. I am continuing to grow and learn more about Tourism which is a very key component to Cascade Locks.*

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

*Yes definitely. I always attend our once a month meetings and sometimes we have a 2nd meeting that I attend.*

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

*I have attended other committees to see what goes on.*

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

*I am dedicated to our Tourism Committee and very rarely miss a meeting. I continue to have with friends and family members about our beauty we have to offer.*

APPLICANT SIGNATURE Cindiee Baseman

DATE: 11/7/18

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



AGENDA ITEM NO: 5.b

## **CASCADE LOCKS STAFF REPORT**

---

**Date Prepared: November 26, 2018**

**For City Council Meeting on: November 19, 2018**

**TO: Honorable Mayor and City Council**

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

**SUBJECT: Approve Resolution No. 1406 Increasing Solid Waste and Recycling Rates for 2018.**

**SYNOPSIS:** Resolution No. 1406 outlines the 3.3% increase effective January 1, 2019. Please see the letter from Jim Winterbottom, Waste Connections District Manager for the request and Exhibit A of the resolution for the new rates.

**CITY COUNCIL OPTIONS:** Approve, modify, or reject Resolution No. 1406.

**RECOMMENDED MOTION:** "I move to approve Resolution No. 1406 authorizing Waste Connections, Inc. d.b.a. Hood River Garbage, to collect solid waste and recycling within the City of Cascade Locks; setting charges and rates for providing such services during 2018, and repealing Resolution No. 1386."



**RESOLUTION NO. 1406**

**A RESOLUTION AUTHORIZING WASTE CONNECTIONS, INC., d.b.a. HOOD RIVER GARBAGE, TO COLLECT SOLID WASTE AND RECYCLING WITHIN THE CITY OF CASCADE LOCKS; SETTING CHARGES AND RATES FOR PROVIDING SUCH SERVICES; AND REPEALING RESOLUTION NO. 1386.**

WHEREAS, Waste Connections, Inc., has requested an increase in rates charged for garbage collection services to offset changes in services offered and increased costs; and

WHEREAS, the City Council has reviewed the plans for services and rates proposed by Waste Connections, Inc., and required changes be made to those proposals; and

WHEREAS, the City Council has determined that the following services and rates shall be set, based upon the conditions listed in this resolution;

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

**SECTION 1. License Fee.** Waste Connections, Inc. shall pay to the City of Cascade Locks a license fee of \$1,000.00 annually, payable on the first day of August.

**SECTION 2. Recycling and Recycling Education.** Waste Connections, Inc., shall continue bi-weekly curbside recycling pickup for an additional year from January 1, 2019 to December 31, 2019. Waste Connections, Inc. shall implement a recycling education and promotion program for the citizens and businesses of Hood River County. Not less than \$2,500 shall be expended on this recycling education program, and shall be expended in such a manner as to promote recycling in Hood River County.

**SECTION 3. Provision of Dumpsters for Spring Clean Up and Fall Clean Up.** Waste Connections, Inc. shall provide to the City at no cost, six (6) twenty-yard dumpsters for each Spring Clean Up and each Fall Clean Up event, as part of its garbage service to the City.

**SECTION 4. Waste Collection Services and Fees.** Waste Connections, Inc. is hereby permitted to charge the fees for services shown on **Exhibit "A"** to this Resolution.

**SECTION 5. Adherence to the Provisions of Ordinance No. 315.** Waste Connections, Inc. shall abide by the provisions of Cascade Locks Ordinance No. 315.

**SECTION 6. Repeal of Prior Resolutions.** Resolution No. 1386 is hereby repealed.

**SECTION 7. Effective Date.** This resolution, upon adoption by the Mayor and City Council, shall become effective on **January 1, 2019**.

**SECTION 8. Expiration.** This resolution shall remain in effect until repealed by the City Council.

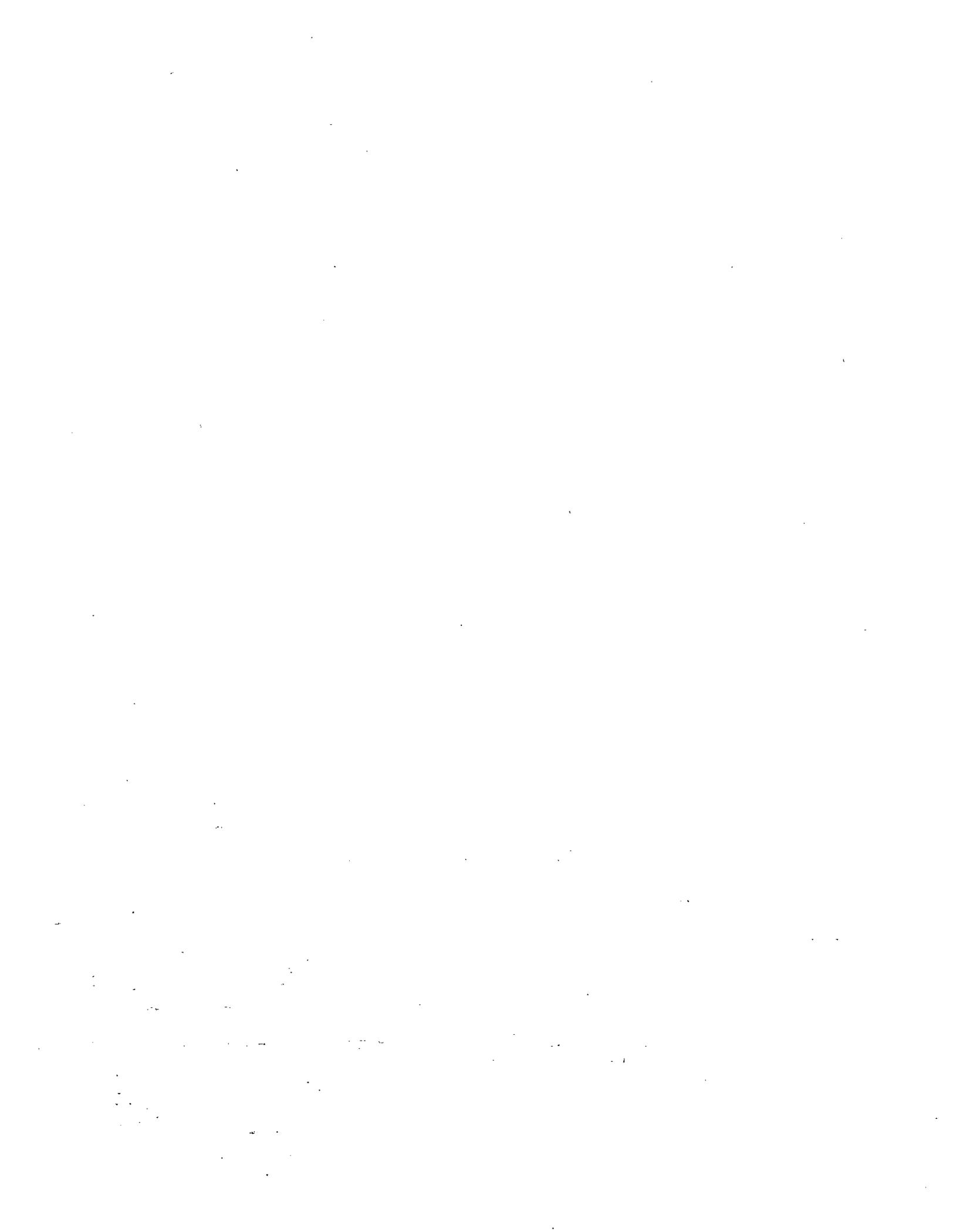
ADOPTED by the City Council this 26<sup>th</sup> day of November, 2018.

APPROVED by the Mayor this 26<sup>th</sup> day of November, 2018.

ATTEST:

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

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





**WASTE CONNECTIONS INC.**  
*Connect with the Future®*  
*Hood River Garbage*

Gordon Zimmerman  
PO Box 308  
140 SW Wanapa  
Cascade Locks, OR

November 15, 2018

**TO: Mayor Cramblett and Council**  
**RE: Solid Waste proposed rates**

Attention:  
Mayor Cramblett and Council Members

Dear Council Members,

Hood River Garbage would like to respectfully request a rate adjustment averaging approximately 3.3% to help offset rising operational costs and disposal fees. We request this adjustment to be effective January 1, 2019. Some examples of these increases include but are not limited to, health care costs, environmental compliance, fleet maintenance, fuel and container costs.

We use The Consumer Price Index (CPI) for the Standard Metropolitan Statistical Area (West-C) to benchmark our changes in operational costs. The most recent July to July comparison increased 3.9% and we believe this is a good indicator of our overall experience. The Wasco County Landfill will be increasing both its gate rate and the pass-through Household Hazardous Waste tax by 3.3% effective January 1, 2019. We have incorporated these increases into the attached proposed rate schedule.

We would like to be scheduled on City Councils agenda at your earliest convenience to discuss our proposal. We appreciate the continued opportunity to provide Cascade Locks with high quality solid waste services.

Sincerely,

Jim Winterbottom  
District Manager

  
**Waste Connections of Oregon, Inc.**  
**dba Hood River Garbage**  
**Proposed City of Cascade Locks Rates**  
**Effective January 1, 2019**

SERVICE	CURRENT RATE	3.30%		TOTAL INCREASE	NEW RATE
		TOTAL LF INCREASE	BUSINESS INCREASE		
<b>RESIDENTIAL</b>					
<b>32 GALLON CAN</b>					
Weekly					
- Curbside	\$16.94	\$0.13	\$0.45	\$0.58	\$17.52
- Carry out	\$22.63	\$0.13	\$0.64	\$0.77	\$23.40
* Each addl 25 ft	\$3.22	\$0.00	\$0.11	\$0.11	\$3.33
EOW					
- Curbside	\$13.33	\$0.08	\$0.38	\$0.45	\$13.78
- Carry out	\$18.15	\$0.08	\$0.54	\$0.61	\$18.76
* Each addl 25 ft	\$2.40	\$0.00	\$0.08	\$0.08	\$2.48
Monthly					
- Curbside	\$9.12	\$0.04	\$0.27	\$0.31	\$9.43
- Carry out	\$12.01	\$0.04	\$0.37	\$0.40	\$12.41
* Each addl 25 ft	\$1.44	\$0.00	\$0.05	\$0.05	\$1.49
<b>MINI 20 GALLON CAN</b>					
Weekly					
- Curbside	\$13.26	\$0.07	\$0.38	\$0.45	\$13.71
- Carry out	\$17.45	\$0.07	\$0.52	\$0.59	\$18.04
* Each addl 25 ft	\$3.22	\$0.00	\$0.11	\$0.11	\$3.33
EOW					
- Curbside	\$11.10	\$0.04	\$0.33	\$0.37	\$11.47
- Carry out	\$14.55	\$0.04	\$0.45	\$0.49	\$15.04
* Each addl 25 ft	\$2.65	\$0.00	\$0.09	\$0.09	\$2.74
<b>SPECIAL CHARGES</b>					
- Overweight/full	\$4.24	\$0.01	\$0.13	\$0.14	\$4.38
- Extra bag/box	\$4.24	\$0.01	\$0.13	\$0.14	\$4.38
- Washer/dryer/stove	\$12.28	\$0.00	\$0.41	\$0.41	\$12.69
- Water heater	\$12.28	\$0.00	\$0.41	\$0.41	\$12.69
- Sofa/chair	\$11.22	\$0.00	\$0.37	\$0.37	\$11.59
- Mattress	\$11.22	\$0.00	\$0.37	\$0.37	\$11.59
- Return trip	\$9.50	\$0.00	\$0.31	\$0.31	\$9.81
- Recycle bin replacement	\$21.43	\$0.00	\$0.71	\$0.71	\$22.14
- Account set up fee	\$6.08	\$0.00	\$0.20	\$0.20	\$6.28
- NSF	\$31.91	\$0.00	\$1.05	\$1.05	\$32.96
- Delinquent fee	\$13.83	\$0.00	\$0.46	\$0.46	\$14.29

**Low Income/Elderly/Disabled persons (qualified by MCCA) will receive a \$3.00/month discount**

Waste Connections of Oregon, Inc.  
 dba Hood River Garbage  
 Proposed City of Cascade Locks Rates  
 Effective January 1, 2019

SERVICE	CURRENT RATE	3.50%	3.50%	TOTAL INCREASE	NEW RATE
		TOTAL LF INCREASE	BUSINESS INCREASE		
<b>COMMERCIAL</b>					
<b>52 GALLON CAN</b>					
Weekly					
- Curbside	\$16.94	\$0.13	\$0.45	\$0.58	\$17.52
- Carry out	\$22.67	\$0.13	\$0.64	\$0.77	\$23.44
* Each addl 25 ft	\$3.22	\$0.00	\$0.11	\$0.11	\$3.33
EOW					
- Curbside	\$13.33	\$0.08	\$0.38	\$0.45	\$13.78
- Carry out	\$18.15	\$0.08	\$0.54	\$0.61	\$18.76
* Each addl 25 ft	\$2.40	\$0.00	\$0.08	\$0.08	\$2.48
Monthly					
- Curbside	\$9.12	\$0.04	\$0.27	\$0.31	\$9.43
- Carry out	\$12.01	\$0.04	\$0.37	\$0.40	\$12.41
* Each addl 25 ft	\$1.44	\$0.00	\$0.05	\$0.05	\$1.49
<b>SPECIAL CHARGES</b>					
- Overweight/full	\$4.24	\$0.01	\$0.13	\$0.14	\$4.38
- Extra bag/box	\$4.24	\$0.01	\$0.13	\$0.14	\$4.38
- Washer/dryer/stove	\$12.28	\$0.00	\$0.41	\$0.41	\$12.69
- Water heater	\$12.28	\$0.00	\$0.41	\$0.41	\$12.69
- Sofa/chair	\$11.22	\$0.00	\$0.37	\$0.37	\$11.59
- Mattress	\$11.22	\$0.00	\$0.37	\$0.37	\$11.59
- White goods	\$12.28	\$0.00	\$0.41	\$0.41	\$12.69
- Return trip	\$9.50	\$0.00	\$0.31	\$0.31	\$9.81
- Lock charge	\$3.78	\$0.00	\$0.12	\$0.12	\$3.90
- Access charge	\$3.78	\$0.00	\$0.12	\$0.12	\$3.90
- Recycle bin replacement	\$21.43	\$0.00	\$0.71	\$0.71	\$22.14
- Account set up fee	\$6.08	\$0.00	\$0.20	\$0.20	\$6.28
- NSF	\$31.91	\$0.00	\$1.05	\$1.05	\$32.96
- Delinquent fee	\$13.83	\$0.00	\$0.46	\$0.46	\$14.29
- Non curb weekly	\$5.73	\$0.00	\$0.19	\$0.19	\$5.92
- Non curb monthly	\$2.89	\$0.00	\$0.10	\$0.10	\$2.99
<b>1 - 1 1/2 Yd Containers</b>					
- EOW	\$57.58	\$0.46	\$1.53	\$1.99	\$59.57
- 1XPW	\$102.91	\$0.91	\$2.65	\$3.57	\$106.48
- 2XPW	\$173.86	\$1.82	\$4.25	\$6.08	\$179.94
- 3XPW	\$241.88	\$2.74	\$5.76	\$8.49	\$250.37
<b>2 - 1 1/2 Yd Containers</b>					
- EOW					
- 1XPW	\$192.10	\$1.82	\$4.86	\$6.68	\$198.78
- 2XPW	\$384.23	\$3.65	\$9.71	\$13.36	\$397.59
- 3XPW	\$576.39	\$5.47	\$14.57	\$20.04	\$596.43

**Waste Connections of Oregon, Inc.**  
**dba Hood River Garbage**  
**Proposed City of Cascade Locks Rates**  
**Effective January 1, 2019**

SERVICE	CURRENT RATE	3.30%	3.30%	TOTAL INCREASE	NEW RATE
		TOTAL LF INCREASE	BUSINESS INCREASE		
<b>3 - 1 1/2 Yd Containers</b>					
- EOW					
- 1XPW	\$281.29	\$2.74	\$7.06	\$9.79	\$291.08
- 2XPW	\$562.65	\$5.47	\$14.12	\$19.59	\$582.24
- 3XPW	\$843.88	\$8.21	\$21.17	\$29.38	\$873.26
<b>4 - 1 1/2 Yd Containers</b>					
- EOW					
- 1XPW	\$370.45	\$3.65	\$9.26	\$12.90	\$383.35
- 2XPW	\$741.03	\$7.29	\$18.52	\$25.81	\$766.84
- 3XPW	\$1,111.68	\$10.94	\$27.78	\$38.73	\$1,150.41
<b>5 - 1 1/2 Yd Containers</b>					
- 2XPW	\$869.62	\$9.12	\$21.28	\$30.40	\$900.02
- 3XPW	\$1,379.04	\$13.68	\$34.38	\$48.06	\$1,427.10
<b>2 - 2 Yd Containers</b>					
- EOW	\$76.75	\$0.61	\$2.04	\$2.65	\$79.40
- 1XPW	\$137.21	\$1.22	\$3.54	\$4.75	\$141.96
- 2XPW	\$231.84	\$2.43	\$5.67	\$8.10	\$239.94
- 3XPW	\$322.50	\$3.65	\$7.67	\$11.32	\$333.82
<b>1 - 3 Yd Containers</b>					
- EOW	\$115.05	\$0.91	\$3.05	\$3.97	\$119.02
- 1XPW	\$205.87	\$1.82	\$5.31	\$7.13	\$213.00
- 2XPW	\$347.71	\$3.65	\$8.51	\$12.15	\$359.86
- 3XPW	\$483.79	\$5.47	\$11.51	\$16.98	\$500.77
<b>SPECIAL CHARGES</b>					
- Delivery charge per cont	\$30.56	\$0.00	\$1.01	\$1.01	\$31.57
- Extra loose yard	\$15.95	\$0.14	\$0.41	\$0.55	\$16.50
- Return trip	\$10.28	\$0.00	\$0.34	\$0.34	\$10.62
- Access charge	\$10.28	\$0.00	\$0.34	\$0.34	\$10.62
- Roll out over 15 ft	\$3.78	\$0.00	\$0.12	\$0.12	\$3.90
- Roll out over 20 ft	\$6.09	\$0.00	\$0.20	\$0.20	\$6.29
- Off day pu	\$7.47	\$0.00	\$0.25	\$0.25	\$7.72
- Rent-a-Bin (1.5 yards)	\$66.31	\$0.21	\$2.02	\$2.23	\$68.54
- Rent-a-Bin (2 yards)	\$88.26	\$0.28	\$2.68	\$2.97	\$91.23
- On call container (1.5 yards)	\$32.74	\$0.21	\$0.91	\$1.12	\$33.86
- On call container (2 yards)	\$43.49	\$0.28	\$1.21	\$1.49	\$44.98
- Mileage 15 miles RT from LF	\$3.43	\$0.00	\$0.11	\$0.11	\$3.54
<b>COMPACTORS</b>					
- Swap	\$147.60	\$0.00	\$4.87	\$4.87	\$152.47
- CP extra ydg	\$23.05	\$0.71	\$0.18	\$0.89	\$23.94

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SERVICE	CURRENT RATE	3.30%		TOTAL INCREASE	NEW RATE
		TOTAL LF INCREASE	BUSINESS INCREASE		
<b>DROP BOXES</b>					
- Delivery (per trip)	\$69.26	\$0.00	\$2.29	\$2.29	\$71.55
- Moving fee (per trip)	\$69.26	\$0.00	\$2.29	\$2.29	\$71.55
- DB swap	\$131.47	\$0.00	\$4.34	\$4.34	\$135.81
- Compactor swap	\$142.20	\$0.00	\$4.70	\$4.70	\$146.90
- Excess weight (per trip)	\$70.93	\$0.00	\$2.34	\$2.34	\$73.27
- Ex miles (over 15 ml rt)	\$3.43	\$0.00	\$0.11	\$0.11	\$3.54
- Daily DM (over 96 hrs)	\$5.86	\$0.00	\$0.19	\$0.19	\$6.05
- Monthly DM (max)	\$137.81	\$0.00	\$4.55	\$4.55	\$142.36
- Special DB (per day) lid/screen/winch	\$5.06	\$0.00	\$0.17	\$0.17	\$5.23
- Special DB (per month max)	\$152.76	\$0.00	\$5.04	\$5.04	\$157.80
- Waiting time (per min)	\$1.77	\$0.00	\$0.06	\$0.06	\$1.83
- Overweight charge	\$70.93	\$0.00	\$2.34	\$2.34	\$73.27
TS tip fee per yard (loose)	\$15.94	\$0.26	\$0.32	\$0.57	\$16.51
TS tip fee per yard (compacted)	\$22.71	\$0.71	\$0.17	\$0.88	\$23.59
<b>MISC EQUIP RENTAL PER HOUR</b>					
- Rear loader	\$134.57	\$0.00	\$4.44	\$4.44	\$139.01
- Roll off	\$118.72	\$0.00	\$3.92	\$3.92	\$122.64
- Extra labor	\$31.04	\$0.00	\$1.02	\$1.02	\$32.06
- Labor OT	\$46.54	\$0.00	\$1.54	\$1.54	\$48.08



## STAFF REPORT

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**Date Prepared: November 5, 2018**

**For City Council Meeting on: November 26, 2018**

**TO: Honorable Mayor and City Council**

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

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

**SUBJECT:** Desk lift bases.

**SYNOPSIS:** The City Staff had considered desk lift stations for three desks but discovered that due to differing work tasks and body builds these systems would not work. Staff also concluded that it was a better long-term benefit for the City and its employees in the future to fit the desks with lift bases. One employees' desk was fit with a lift base in 2016 via a grant from CIS. We inquired about available grant funding and was told that CIS is no longer funding these types of grants. Moira from CIS reviewed the work stations with the staff at their desks for ergonomic solutions and submitted a written report.

Staff contacted an Oregon company located in Tigard, Harris WorkSystems, where the first desk lift base was ordered. CIS referred them to the City as someone local. This company now provides casters for the bases for easy movement of desks. Harris will also install the casters on the desk lift base that was purchased in 2016. This company also provides modesty panels for their bases. Staff would like Council to consider using the company in Tigard as we have had superior service from them in the past.

Staff gathered three bids for Council consideration.

**CITY COUNCIL OPTIONS:**

1. Leave desks as they are.
2. Fit desks with lift bases.

**RECOMMENDATION:** "I move to approve the bid from Harris Work Stations for three desk lift bases."

**Financial review and status:** The funds would be spent out of Capital Reserve which has a budget of \$10,000.

**BACKGROUND INFORMATION:**

Moira (CIS Representative) Report on ergonomic suggestions

Bids: Ergoprise \$4857.00

Harris WorkSystems (installed the lift base for Marianne's desk) \$4008.40

Uplift Desk \$3590.00





Quote#09131818A

Date: 9/13/2018

Expiration Date: 9/27/2018

Ergoprise  
 12129 Ranch Road 620,  
 Suite #590  
 Austin, TX 78750  
 Phone 512-275-6300  
 support@ergoprise.com

To **140 SW WaNaPa Street  
 City of Cascade Locks,  
 OR 97014**

REP	Shipping Method	Shipping Terms	Delivery Date	Payment Terms
ERGOPRISE	Ground	Stated in Quote	TBD	Credit Card

Qty	Item #	Description	MSRP	Discount Price	Line Total
3	Uprise Base	3 Leg black with led preset (Desk box weighs 130 lbs)	\$1599.00	\$809.00 each	\$2427.00
3	Disassemble	Remove Top from Existing STATIC BASE		\$305.00 each	\$915.00
3	Assemble	Install Existing 3 leg top onto 3 leg base. Base will be assembled onsite		\$505.00 each	\$1515.00
1	Shipping	Shipping  FOR INSTALLATION DESK MUST BE COMPLETELY EMPTY & CLEAR OF ITEMS INSTALLER IS NOT RESPONSIBLE FOR PUTTING ANY DESK ITEMS FROM EXISTING DESK IN TRASH. <b>LOCATION ON TOP FLOOR NO ELEVATOR</b>  Duns # 184611700 Peripheral Logix LLC dba Ergoprise Leadtime 14 business days + transit. All Sales Final. Custom mounts cannot be returned. Rate includes discount.  WBENC		N/C	N/C
				Subtotal	\$4857.00
				Sales Tax	EXEMPT
				Total	\$4857.00

Quotation prepared by: Ergoprise

This is a quotation on the goods named, subject to the conditions as listed in the quote. To accept the quotation, sign here and return: \_\_\_\_\_

**Thank you for the opportunity to earn your business!**





# Harris WorkSystems

11530 SW Tiedeman Ave.  
Tigard, OR 97223  
Phone: 503-643-3018 Toll Free: 800-577-4797  
Fax: 503-644-7112 E-mail: info@harrisworksystems.com

PROPOSAL:	200211
DATE:	11/05/18

Project#: 00290-000354  
Customer#: 3754  
Fed ID#: 93-1209810

PROPOSAL FOR:	INSTALL AT:
Cascade Locks PO BOX 308 Cascade Locks, OR, 97014	Cascade Locks PO Box 308 140 SW WaNaPa Street Cascade Locks, OR, 97014 kwoosley@cascade-locks.or.us

SALESPERSON  
Jerry Dalnes

CUSTOMER P/O...:

QUOTE VALID  
12/28/18

#	QTY	PRODUCT	DESCRIPTION	SELL	EXTENDED
1	1	LUHAT-HI-L	3-Leg L Base, Electric Hght Adjust. Color: Silver (Grey)	839.50	839.50
2	3	CAS-5	Casters 5 casters for 3-Leg Base	48.52	145.56
3	2	LUHAT-HI-L	3-Leg L Base, Electric Hght Adjust. Color: Black	839.50	1,679.00
4	2	IN-MMOD-71	Metal Modesty Panel 15.5" Tall x 71" Wide Color: Black	222.17	444.34
5	1	LABOR	Delivery, Travel, Assembly, and Labor to Install Build and attach 3 worksurfaces.	900.00	900.00

No returns on custom items with any specified size, cut, finish, fabric, color, add-on, etc. 25% restock fee on authorized stock items.

HWS is Woman Owned OR2560

DOWN PAYMENT REQUIRED: \$2,004.00

PRODUCT.....: 3,108.40

INSTALL.....: 900.00

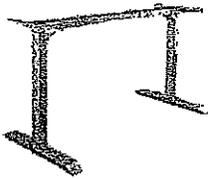
Accepted By \_\_\_\_\_

Print \_\_\_\_\_ Date \_\_\_\_\_

TOTAL 4,008.40

# Height Adjustable Bases

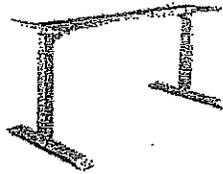
Our bases are designed in 3 models and 5 versions. Bases are reliably stocked in 3 colors. HAT's two-legged bases feature the Folding HAT design, which minimizes assembly time. They're expandable with no fixed-width cross bar with which to contend. Featuring a synced and quiet motor system, and a 7-year warranty on electric and mechanical parts. Lifetime warranty on the frame.



## Mid HAT

2 stage leg unit

- Features the quick assembly "Folding HAT frame design." Easy and fast.
- Electric height adjustable table base (2 legs)
- Expandable width frame (S-24"-41", L-42"-74")
- 2 stage legs adjust from 27.25"-46.75" (frame height)
- Can accommodate work Surfaces from 26"-94" width
- LED 4 position programmable handset
- Dual sync motors/300 lb. lift capacity (including top)
- Cable manager included
- Anti-collision safety function
- Certified: UL 962, CE, GREENGUARD. Adds to LEED.
- Custom color match available -- standard lead times apply
- Stocked in silver, black, and white finish



## Hi HAT

3 stage leg unit

- Features the quick assembly "Folding HAT frame design." Easy and fast
- Electric height adjustable table base (2 legs)
- Expandable width frame (S-24"-41", L-42"-74")
- 3 stage legs adjust from 23.75"-49" (frame height)
- Can accommodate work surfaces from 26"-94" width
- LED 4 position programmable handset
- Dual sync motors/300 lb. lift capacity (including top)
- Cable manager included
- Anti-collision safety function
- Certified: UL 962, CE, GREENGUARD. Adds to LEED.
- Custom color match available -- standard lead times apply
- Stocked in silver, black, and white finish



## L Unit

3 stage leg unit

- Electric height adjustable table base (3 legs)
- Expandable width frame (L-42"-74")
- "L" Unit can accommodate an "L" shaped work surface up to 84" x 84" width
- 3 stage legs adjust from 23.75"-49" (frame height)
- LED 4 position programmable handset
- Three synced motors/350 lb. lift capacity (including top)
- Cable manager included
- Anti-collision safety function
- Certified: UL 962, CE, GREENGUARD. Adds to LEED.
- Custom color match available -- standard lead times apply
- Stocked in silver, black, and white finish

UPLIFT Desk  
2139 W. Anderson Lane  
Austin, TX 78757

UPLIFT Desk  
#EST4739

**Bill To**  
Kathy Woosley  
City of Cascade Locks  
PO Box 308  
140 SW WaNaPa Street  
City of Cascade Locks OR 97014  
United States  
Phone: 5413748484  
Email: [kwoosley@cascade-locks.or.us](mailto:kwoosley@cascade-locks.or.us)

**Ship To**  
Kathy Woosley  
City of Cascade Locks  
140 SW WaNaPa Street  
City of Cascade Locks OR 97014  
United States  
Phone: 5413748484

**Quote Date**

8/17/2018

**Shipping Method**

Installation - Desk Only

Qty	Item	Price Per Unit	Total
2	<b>KIT-FRM300-MTL</b> 3-Leg Height-Adjustable Frame Frame Color metallic > Metallic Frame Style Standard C-frame with 27.5' feet - most popular	\$699.00	\$1,398.00
2	<b>BUNDLE-FRM001-BLK</b> Advanced Digital Memory Keypad - Black	\$34.00	\$68.00
2	<b>ACC013</b> 4-Port USB 3.0 Hub	\$0.00	\$0.00
2	<b>KIT-WMK002-ACC003</b> UPLIFT Adv. WMK w/ Clamp-On Surge Protector	\$68.00	\$136.00
2	<b>BUNDLE-ACC009-72</b> Bundle UPLIFT Modesty Panel 72"	\$95.00	\$190.00
2	<b>BUNDLE-UPL145</b> Bundle Standing Desk Mat	\$39.00	\$78.00
1	<b>KIT-FRM300-MTL</b> 3-Leg Height-Adjustable Frame Frame Color metallic > Metallic Frame Style Standard C-frame with 27.5' feet - most popular	\$699.00	\$699.00
1	<b>BUNDLE-FRM001-BLK</b> Advanced Digital Memory Keypad - Black	\$34.00	\$34.00
1	<b>ACC013</b> 4-Port USB 3.0 Hub	\$0.00	\$0.00
1	<b>KIT-WMK002-ACC003</b> UPLIFT Adv. WMK w/ Clamp-On Surge Protector	\$68.00	\$68.00

UPLIFT Desk  
2139 W. Anderson Lane  
Austin, TX 78757

# Estimate

UPLIFT Desk  
#EST4739

Qty	Item	Price Per Unit	Total
1	<b>BUNDLE-UPL145</b> Bundle Standing Desk Mat	\$39.00	\$39.00

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<b>Subtotal</b>	\$2,710.00
<b>Shipping</b>	\$1,099.00
<b>Discount</b>	\$-219.00
<b>Tax Total (0%)</b>	\$0.00
<b>Total</b>	<b>\$3,590.00</b>

## Kathy Woosley

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**From:** Marianne Bump <mbump@cascade-locks.or.us>  
**Sent:** Friday, September 14, 2018 1:07 PM  
**To:** Kathy Woosley  
**Cc:** gzimmerman@cascade-locks.or.us  
**Subject:** Fwd: Office ergonomics - City of Cascade Locks

See below for suggestions on desk issues.

Marianne Bump  
Finance Officer/Human Resource/IT Director  
City of Cascade Locks  
PO Box 308  
Cascade Locks, Oregon 97014  
541-374-8484-Office  
541-374-8752-Fax

[mbump@cascade-locks.or.us](mailto:mbump@cascade-locks.or.us)

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

----- Forwarded Message -----

**Subject:**Office ergonomics - City of Cascade Locks  
**Date:**Fri, 14 Sep 2018 19:26:12 +0000  
**From:**Moira Przybylowski <[moira@cisoregon.org](mailto:moira@cisoregon.org)>  
**To:**Marianne Bump <[mbump@cascade-locks.or.us](mailto:mbump@cascade-locks.or.us)>

Hi Marianne,

Thank you for inviting me over to take a look at the office workstations on 9/7/18. Here are my thoughts:

### Jen's workstation

This appears to be the highest priority. Jen reported that she is uncomfortable in her workstation: her left shoulder and tailbone are painful and her neck is stiff with difficulty turning to the right. She said she has an old injury to her left shoulder and tailbone. She has noted discomfort which she associates with her chair and workstation since her hire in March 2018. At her last place of employment, she apparently had a height adjustable desk and was able to easily alternate positions, and this helped relieve her discomfort related to prolonged sitting. Jen works at her desk and computer full time. She uses the phone about 10 percent of the time or less.

Jen's chair is one of the council room chairs and is adjustable in height only. She may not always use the same council chair, but generally each council chair fits her the same. Jen's chair is too small for her and does not provide her with adequate support. She is 5'2 and needs a larger seat pan that fits her build. The chair arms

are fixed and cannot be removed, and the surface is hard plastic. The lumbar support is minimal and non-adjustable, and the back of seat slants backwards. When Jen works, she tends to sit in a forward lean position and does not use the chair back because it slants too far back to give her support when she is using the keyboard and mouse. She reaches forward with both arms to use her keyboard and mouse. Leaning forward, even slightly, and reaching forward and sustaining this awkward position is a risk factor and could be contributing to her discomfort in her shoulder and neck.

Jen's L-shaped desk is a fixed height at 30.5", and when she has her chair adjusted so she can place her feet flat on the floor, which is the best practice, her elbow to floor height is 29.5". This means she is working in a sustained posture with her forearms slightly flexed and reaching forward, which is a risk factor and could be contributing to her shoulder and neck discomfort. Her chair does raise high enough so that her elbow height from floor would be 31", which would allow her to work in a more neutral 90-degree position with her arms, but she would need to regularly use her foot rest, which she does have under her desk. She is right-handed and uses the right side of her desk for input documents and completing paperwork and accessing the adding machine, which she places flat on the desk surface. This means that she is frequently turning her neck and bending her neck downward to look at her documents, and this is a risk factor and may be contributing to her neck discomfort.

Her single monitor is a desk model and is not adjustable. She has it sitting on a raised surface and pushed back several inches more than an arm's length. She does not wear progressive or bi-focal glasses. The best practice for monitor placement is about an arm's length for people who do not wear progressive or bi-focal eye correction. It is possible that Jen may be unintentionally leaning forward as she works so that she can see the screen better, and this leaning forward and jutting her neck forward even slightly is a risk factor and could be contributing to her neck discomfort.

#### Possible options:

1. The most important office workstation equipment is a properly fitted and fully adjustable ergonomic chair. Jen would benefit from a chair that supports her height and frame and enables her to work while seated back using the lumbar/thoracic support on an adequately cushioned seat pan. These chairs tend to cost in the \$300-\$600 range for the fully adjustable and durable models, though it is possible other less expensive chairs are available. The closest vendor to you that I can find that has a show room where you can receive individualized attention and fitting is Harris WorkSystems out of Tigard. (I think Jerry is the consultant that Kathy contacted recently about pricing of electrical bases.)  
<https://www.harrisworksystems.com/>
2. Jen would likely benefit from a height adjustable workstation especially because of her prior positive experience with this type of workstation and in light of her discomfort with prolonged sitting. Plus, she could then adjust the desk height lower so that she may sit with her feet flat on the floor. Another potential benefit is she could pivot and turn her body rather than her neck to the right when she is working on paperwork or using the calculator. Converting her existing desk into an adjustable height desk (by having an electrical base installed) would probably be the best way to go because the Varidesk or Ergotron equipment would not work because of the lack of needed desk space when the equipment is raised. The cost of installing an electrical base depends on whether it is an L-shaped desk like Jen's or straight desk and can range from \$400-\$800 (according to Harris WorkSystems).

3. I would suggest Jen experiment with moving her monitor closer, to about an arm's length reach, and position it so that the top of the screen is about eye-level. This may help relieve some of her neck discomfort over time.

### Marilyn's workstation

Marilyn reported she has some back and neck discomfort that is more noticeable on the right side. She works at her computer full time and uses the phone rarely.

Marilyn has an adjustable chair and she said she is happy with it. The one problem is the arms – at the lowest height, the arms are about ½" too high and this results in pushing her shoulders up when she uses the arm support, which is a risk factor for shoulder and possibly neck discomfort. The arms are removeable but Marilyn said she likes to rest her arms on the arm support.

Marilyn generally likes her fixed height desk. Her desk is a left-sided L-shaped model and she uses a pull-out keyboard tray with an attached mouse pad on the right side. The keyboard tray can be adjusted to allow her to work in a standing position, which she finds comfortable to alternate with sitting. The problem she has with working from the standing position is that her monitor is a desk model and does not raise up. This means that when she tries to work standing, she has to bend her neck downward to view the monitor screen. She also has this same problem when viewing in-input documents which she has placed on an adjustable and heavy-duty document holder on her right side. The best practice is to work with the head in a neutral, forward position rested between the shoulder blades. Bending the neck downward while trying to stand and view the monitor is a risk factor and could be contributing to her discomfort in her neck and back. It may be that she has more discomfort on the right side of her neck and back because she is not only bending her neck downward but she is turning her neck towards the right to view her documents located on her right side whether sitting or standing. Marilyn explained that she refers to single sheets of paper on her right side and not files and notebooks.

### Possible options:

1. The most important fix is to get Marilyn's in-input documents in front of her so that she is not having to frequently turn her head to the right and bend her neck down to view the documents. Taking care of this may help immediately reduce her discomfort on the right side of her neck and back while she is seated. Google *monitor mount document clips*. Some of these have the capacity to hold multiple documents and they simply attach onto the side of the monitor at eye-level. Here is an example: <https://www.staples.com/3M-Copyholder-Monitor-Mount-Clip-30-Sheet-Capacity>
2. Consider removing the chair arms because they cannot adjust lower and they end up pushing her shoulders up about ½", which could be contributing to her back discomfort. The drawback is that Marilyn likes to be able to rest her arms on the arm support. There is no ergonomic best practice for arm support; rather, it is a preference. One idea is to encourage her to try working without the arm support for a few weeks. She may find that she does not miss the arm support at all, and by removing the arm support, you will have removed the risk factor.
3. Marilyn prefers to be able to alternate her position from sitting to standing. This seems to be driven by a preference and not specific physical discomfort. One option is to provide her with single monitor arm that adjusts in height to allow her to raise the monitor when she wants to stand. See the link below for an example (this is an example only, and you would need to check with your IT as to what would work with that particular desk):

### **Kathy's workstation**

Kathy mentioned she tends to experience discomfort in her neck and shoulders and sometimes her back, but she relates this to general fatigue after she has been working a while and nothing she is concerned about. She expressed interest in having a different chair and a height adjustable workstation to allow her to alternate positions.

Like Jen, she uses one of the council chairs which is adjustable in height only and has fixed arms. The fixed arms prevent her from alternating to her left side desk area without pushing the keyboard tray under the desk. She said her chair hydraulics are broken and her chair sinks when she sits in it.

She works at an L-shaped workstation with a pull-out adjustable keyboard tray, and she uses the left side of the desk to work on paperwork. She said she is not able to move easily back and forth from her keyboard to her left side desk area because it is difficult to adjust her keyboard. This is important because she said she needs to frequently alternate from the keyboard to working off the desk surface on her left. To work on her keyboard, she has to pull it out toward her and push her chair back, which increases her leaning and reaching forward to access her desk. Then, in order to work on the left side of her desk, she needs to push the keyboard under the desk and swing over to the left side, which is cumbersome due to the frequency. She is thinking that converting her workstation to a height adjustable one will resolve her current difficulty with alternating from using the keyboard to working on the left side desk area.

Her monitor is a desk model and is not adjustable, and she has it raised up on a ream of paper. Even at the raised level, the top of the monitor screen is a couple inches below her eye level. She does not wear progressive or bi-focal eye correction.

#### Possible options:

1. Kathy would benefit from a different chair – something other than the basically non-adjustable council chairs. The most important office workstation equipment is a properly fitted and fully adjustable ergonomic chair.
2. The monitor should be raised up until the top of the screen is about eye level. You may want to consider mounting the monitor on an adjustable monitor arm. This would open up space on her desk and allow her to easily reposition the monitor as needed.
3. There are at least a couple ways to resolve the difficulty associated with alternating from using the pull out keyboard to working off the left desk area. Here are a couple possibilities to consider:  
#1: Kathy's preferred option is to convert the fixed desk to one that is height adjustable. It is becoming more popular to build the greatest amount of adjustability into office workstation, including providing adjustable height equipment to allow for alternating positions throughout the day. With this option, Kathy may choose to keep her mounted keyboard tray or work directly off her desk. See the "NOTE" below.  
#2: Another option is to try removing the mounted keyboard tray and mouse pad and having Kathy work off her desk surface, which is the best practice if possible. She could move her monitor and keyboard/mouse to the left side area and start using the right desk area (now opened up for her) as her desk work area. Or, she could just move her keyboard and mouse several inches to the left on the

desk, and continue using the left side desk area for her paperwork. Either of these configurations will allow her to easily move from the keyboard to the paperwork tasks. See the "NOTE" below.

NOTE: If Kathy is going to dispose of the keyboard tray and work off her desk surface, she will probably need her monitor to be mounted on an adjustable arm. This would open up space on her desk and allow her to easily reposition the monitor as needed.

### **Marianne's workstation**

Marianne mentioned increasing difficulty reading the small and varying print on the computer screen and with swelling in her lower legs related to currently being restricted from standing at her workstation. She is planning on getting an eye exam to help identify any needed vision correction. She also mentioned some discomfort in her neck and back.

Marianne works in the corner section of an adjustable height work station. The corner section has a pencil drawer, which tends to compress Marianne's thighs when she is seated using her lumbar support and with her feet flat on the floor, which is a best practice. At times when she works, she tends to lean forward away from the lumbar support and tuck her legs under her chair, and this may be to reduce the compression of the pencil drawer against her thighs, or it could just be a habit. She could also be leaning in closer to make out the print on the screen.

Possible options:

1. One thing that might help with Marianne's ability to easily see the print on her screen is to have IT help her adjust the font size in her settings so that all the documents present with larger font size. An additional idea as budget allows is to use a single monitor ergo arm that allows her to easily adjust the monitor in distance, height, and slant – she can simply pull the screen closer if the font is too small to read on certain electronic documents. It may be that once she is easily able to read the print on her screen, her neck and back discomfort will resolve because she is no longer leaning forward to try to read the various small print. See the links below for an example of an ergo arm (this is an example only, prices vary significantly and you would need to check with your IT as to what would work with that particular desk):

<https://officechairsusa.com/edge-single-monitor-arm>

<https://www.ergotron.com/en-us/products/mounts/desk-mounts>

2. Consider removing or relocating the pencil drawer so that Marianne has adequate room to sit close to her keyboard without the drawer compressing against her thighs when she is seated correctly, using her lumbar support and placing her feet on the floor. It is recommended that Marianne avoid tucking her legs under her chair because this restricts the circulation in her lower legs and is a risk factor. It may be that once she begins sitting back in her chair, her neck and back discomfort will resolve because she is no longer leaning forward, out of a neutral, supported position.

### **General workstation suggestions**

One thing to keep in mind is that it is increasingly the trend with employers to build in the greatest amount of adjustability in the workstations, as budgets allow, to meet the needs of a diverse workforce. This would include fully adjustable ergonomic chairs, adjustable height workstations or on-desk equipment such as offered through Varidesk and Ergotron, and adjustable ergo arms for the monitors.

I hope this is helpful. Let me know if you have questions or I can help in any way.

Moira



**Moira Przybylowski, M.S., CRC** | Return-To-Work Specialist  
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[www.cisoregon.org](http://www.cisoregon.org)

*We've created an engaging new podcast series called Kammersations! Our Pre-Loss Attorney Katie Kammer hosts them and provides good tips for employment-related issues. Find them at <http://cisoregon.org/podcasts>*

AGENDA ITEM NO: 5d

## **CASCADE LOCKS STAFF REPORT**

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**Date Prepared: November 19, 2018**

**For City Council Meeting on: November 26, 2018**

**TO: Honorable Mayor and City Council**

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

**SUBJECT: Approve IGA With Mid-Columbia Economic Development District For Corrosion Control Project.**

**SYNOPSIS:** The City has been approved for a loan using the State's Safe Drinking Water Revolving Loan Fund for the \$880,000 Corrosion Control Project. The approval of this intergovernmental loan agreement will allow MCEDD to manage the administration of the project in accordance with our financial policies and with the loan requirements.

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

**RECOMMENDED MOTION:** "I move approve the IGA with MCEDD for the City's Corrosion Control Project loan from the Safe Drinking Water Revolving Loan Fund Program not to exceed \$30,000."

**Financial Review and Status:** This amount is budget in the project funds.



**INTERGOVERNMENTAL AGREEMENT**  
**BETWEEN**  
**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT**  
**AND**  
**THE CITY OF CASCADE LOCKS**

**THIS AGREEMENT** is by and between the Mid-Columbia Economic Development District (hereinafter the "MCEDD"), an Economic Development District formed under ORS190 and RCW 39.34, and the City of Cascade Locks (hereinafter the "CITY").

**RECITALS:**

**WHEREAS**, the CITY has been awarded funding from the Safe Drinking Water Revolving Loan Fund Program for construction of a corrosion control treatment system; and

**WHEREAS**, the CITY desires assistance with grant administration and project management for labor standards activities of the Safe Drinking Water Revolving Loan Fund (SDWRLF) Program, and the MCEDD is an agency qualified to provide such assistance; and

**WHEREAS**, ORS Chapter 190 authorizes governmental entities such as cities and economic development districts to enter into written agreements for the performance of any or all functions and activities that either entity has the authority to perform on its own.

**AGREEMENT:**

**NOW, THEREFORE**, in consideration of the mutual covenants of the MCEDD and CITY, each to the other giving, the MCEDD and CITY do hereby agree as follows:

**1. Services to be Provided:**

A. The MCEDD will provide the services and personnel to complete the work activities described in the Scope of Work.

B. The CITY will provide such assistance and guidance as may be required to support the objectives set forth in the Scope of Work and will provide compensation for services as set forth in Section 3 below.

**2. Scope of Work:**

The MCEDD will provide services to support project management and the administration of labor standards for the funded projects as described in Exhibit A.

**3. Consideration:**

The CITY will compensate MCEDD for services performed under this agreement according to the following schedule:

\$10,000 shall be due for project management work completed prior to bid advertisement;

\$7,500 shall be due for labor standards compliance at the point at which it is estimated that 50% of the construction is completed;

\$7,500 shall be due for labor standards compliance at the point that construction is deemed to be substantially completed;

\$5,000 shall be due for project management after construction is complete and prior to project closeout, when all grant administration is complete.

The total amount due for labor standards compliance shall not exceed \$15,000. The total amount due for project management shall not exceed \$15,000. **The total of all payments shall not exceed the sum of \$30,000.**

Payment should be made by the CITY to the MCEDD within 30 days of the invoice.

**4. Term:**

Subject to other contract provisions, the period of performance under this Contract will be from the date of execution through project closeout, unless sooner terminated as provided herein.

**5. Other State Requirements:**

MCEDD agrees to comply with all other requirements of the State of Oregon that may apply to activities undertaken by this contract.

**6. Notices:**

All notices, requests, demands and other communications to or upon the parties hereto shall be in writing and shall be deemed to have been duly given or made when deposited in the mails, addressed to the party to which such notice, request, demand or other communication is requested or permitted to be given or made hereunder at the addresses set forth below or at such other address of which such party shall have notified in writing the other party hereto. Those notices, requests, demands or other communications relating to termination or amendment shall be in writing and mailed certified and postage prepaid.

If to CITY:                      City Administrator, City of Cascade Locks  
    PO Box 308  
    140 SE WaNaPa Street  
    Cascade Locks, Oregon 97014



**13. Indemnity:**

To the extent permitted by Article XI, Section 10, of the Oregon Constitution and the Oregon Tort Claims Act, ORS 30.260 through 30.300 (the "Act"), to the extent the Act is applicable, the MCEDD and the CITY shall release, defend, indemnify, and hold harmless one another and one another's officers, board members, commissioners, employees, and agents from any and all liability, damages, costs, expenses, and attorney fees arising out of the negligent act or omission of any officer, employee, board member, or agent of either party while acting within the scope of their duties and authority as provided under the Oregon Tort Claims Act, ORS 30.260 to 30.300 for activities arising out of this agreement.

**14. Severability:**

Invalidation of any of the provisions of this Agreement or of any paragraph or section herein, or the application thereof in any given circumstance, shall not affect the validity of any other provision of this Agreement.

**15. Entire Agreement:**

This Agreement constitutes the entire agreement and understanding between the parties as to the subject matter herein and supersedes all prior agreements, commitments, representations, writings, and discussions between them regarding the subject matter of this Agreement.

The attachments to this Agreement are identified as follows:

Exhibit A: Scope of Work, consisting of (2) pages.

Exhibit B: SDWRLF Compliance, consisting of (2) pages.

**IN WITNESS WHEREOF**, the CITY and the MCEDD have executed this Agreement pursuant to due authority, as evidenced by the signature of the duly appointed representative of each entity below.

**City of Cascade Locks**

**Mid-Columbia Economic Development District**

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

By: \_\_\_\_\_  
Amanda Hoey, Executive Director

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## **Exhibit A: Scope of Work**

MCEDD will provide the following services:

### **Project Management:**

- A. Performance of periodic Grant/Project administration activities. Includes the following and other reasonable tasks related to administration activities:
  - Setting up grant/project filing system.
  - Supporting grant recipient (CITY) in meeting conditions of the grant contract.
  - Supporting the CITY in preparing cash requests and progress reports.
  - Participating in state monitoring visits and responding to any monitoring findings or concerns.
  - Supporting preparation and review of completion documents for project closeout.
  
- B. Procurement of services. Includes the following and other reasonable tasks related to procurement:
  - Reviewing contracts for compliance with state and federal requirements for the SDWRLF program.
  - Obtaining State review of all project contracts.
  - Supporting the CITY in documenting contractor selection process and outreach to women- and minority-owned businesses.
  - Verify contractor/subcontractors' Oregon CCB registration, eligibility, inclusion of a responsible bidder form and evidence of a \$30,000 public works bond.
  - Supporting the CITY in preparing and submitting a notice of construction contract award and start of construction.
  - Preparing requests for contract amendments, if needed.

### **Labor Standards Compliance:**

- A. Compliance with federal and state labor standards. Includes the following and other reasonable tasks related to compliance:
  - Completing the "first draw" labor standards requirements.
  - Ensuring the correct federal Davis-Bacon wage rates and Oregon Prevailing Wage Rates are included in the construction bid documents.
  - Checking ten days prior to bid opening for changes in the Oregon or Davis-Bacon wage decision and confirming with the State. Including any modifications and additions to wage rates in the wage determination for the bid documents.
  - Ensuring that the preconstruction conference covers federal and state labor standards. Retain a signed copy of the minutes from the conference in the grant administration files.
  - Assisting the CITY in ensuring that Contractor/Subcontractor Agreements and Fringe Benefit summary forms are received from all contractors and subcontractors.
  - Reviewing weekly certified payroll reports (CPRs) and signed statements of compliance and checking against applicable wage rates.
  - Performing worker interviews and checking interviews against CPRs.

- Verifying that correct base wages and fringe benefits are paid.
- Documenting registered apprentices and trainees and the proper ratio to journeyman.
- Working with the CITY to ensure that corrective action is taken for any noncompliance with federal or state labor standards. Retain a record of contacts with the contractor regarding labor standards matters, including evidence of any necessary restitution/resolution of discrepancies.

## Exhibit B: SDWRLF Compliance

### Contract Clauses for contracts with Professional Services Contractors for projects funded by Safe Drinking Water financing

SAM Registration and DUNS number are required for all entities that enter into direct contracts with the recipients of Safe Drinking Water Revolving Loan funds

SAM Registration: <a href="http://www.sam.gov/portal/public/SAM/">http://www.sam.gov/portal/public/SAM/</a>	DUNS Number <a href="http://www.dnb.com/get-a-duns-number.html">http://www.dnb.com/get-a-duns-number.html</a>
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#### Language to be included verbatim in contracts according to any accompanying instructions

##### 1. Source of Funds

Work under this contract is funded by the federal Safe Drinking Water Revolving Loan Fund through Business Oregon and a partnership of Local and/or Private Funds.

##### 2. Whistleblower (language to be included in all construction contracts and subcontracts)

"Contractor receiving SDWRLF funds shall under or through this contract to, post notice of the rights and remedies provided to whistleblowers under No Fear Act Pub. L. 107-174. 29 CFR § 1614.703 (d)."

##### 3. Non Discrimination

"The contractor shall not discriminate on the basis of race, color, national origin or sex in the performance of this contract. The contractor shall carry out applicable requirements of 40 CFR part 33 in the award and administration of contracts awarded under EPA financial assistance agreements. Failure by the contractor to carry out these requirements is a material breach of this contract which may result in the termination of this contract or other legally available remedies."

##### 4. Termination for Cause and for Convenience & Breach of Contract (language to be included in all construction contracts and subcontracts in excess of \$10,000:)

"Contractor shall address termination for cause and for convenience, including the manner by which it will be effected and the basis for settlement. In addition, contractor shall address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate."

**5. Intellectual Property** (language to be included in all contracts:)

"Contractor hereby grants to the U.S. E.P.A. a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, for federal government purposes, any intellectual property developed under this contract. Contractor shall secure from third parties the same license in the name of the U.S. E.P.A. regarding any intellectual property developed by third parties as subcontractors to perform this project, or developed under contract with the Contractor specifically to enable Contractor's obligations related to this project."

**6. Inspections; Information** (language to be included in all construction contracts and subcontracts:)

"Contractor shall permit, and cause its subcontractors to allow the City of Cascade Locks, Oregon, the State of Oregon, the federal government and any party designated by them to:

- (1) Examine, visit and inspect, at any and all reasonable times, the property, if any, constituting the Project.
- (2) Inspect and make copies of any accounts, books and records, including, without limitation, its records regarding receipts, disbursement, contracts, and any other matters relating to the Project, and to its financial standing, and shall supply such reports and information as reasonably requested.
- (3) Interview any officer or employee of the Contractor, or its subcontractors, regarding the Project.

Contractor shall retain all records related to the Project for three years after final payments are made and any pending matters are closed."

**7. Environmental and Natural Resource Laws** (include the following language in all contracts and subcontracts in excess of \$100,000:)

"Contractor shall comply with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 1857(h)), section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15).

**8. Procurement of Recovered Materials** (include the following language in all contracts and subcontracts in excess of \$10,000:)

"Contractor must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, including procurement of recovered materials in a manner designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247."

**9. Prohibition on the Use of Federal Funds for Lobbying** (Certification Regarding Lobbying form follows, for any contracts in excess of \$100,000)

**CERTIFICATION REGARDING LOBBYING**

(Awards to Contractors and Subcontractors in excess of \$100,000)

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signed \_\_\_\_\_

Title            Executive Director, Mid-Columbia Economic Development District  
\_\_\_\_\_

Date \_\_\_\_\_



## Exhibit A: Scope of Work

MCEDD will provide the following services:

### Project Management:

- A. Performance of periodic Grant/Project administration activities. Includes the following and other reasonable tasks related to administration activities:
  - Setting up grant/project filing system.
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  - Supporting the CITY in preparing cash requests and progress reports.
  - Participating in state monitoring visits and responding to any monitoring findings or concerns.
  - Supporting preparation and review of completion documents for project closeout.
- B. Procurement of services. Includes the following and other reasonable tasks related to procurement:
  - Reviewing contracts for compliance with state and federal requirements for the SDWRLF program.
  - Obtaining State review of all project contracts.
  - Supporting the CITY in documenting contractor selection process and outreach to women- and minority-owned businesses.
  - Verify contractor/subcontractors' Oregon CCB registration, eligibility, inclusion of a responsible bidder form and evidence of a \$30,000 public works bond.
  - Supporting the CITY in preparing and submitting a notice of construction contract award and start of construction.
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### Labor Standards Compliance:

- A. Compliance with federal and state labor standards. Includes the following and other reasonable tasks related to compliance:
  - Completing the "first draw" labor standards requirements.
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  - Assisting the CITY in ensuring that Contractor/Subcontractor Agreements and Fringe Benefit summary forms are received from all contractors and subcontractors.
  - Reviewing weekly certified payroll reports (CPRs) and signed statements of compliance and checking against applicable wage rates.
  - Performing worker interviews and checking interviews against CPRs.

- Verifying that correct base wages and fringe benefits are paid.
- Documenting registered apprentices and trainees and the proper ratio to journeyman.
- Working with the CITY to ensure that corrective action is taken for any noncompliance with federal or state labor standards. Retain a record of contacts with the contractor regarding labor standards matters, including evidence of any necessary restitution/resolution of discrepancies.

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**Contract Clauses for contracts  
with Professional Services  
Contractors  
for projects funded by Safe Drinking Water financing**

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**4. Termination for Cause and for Convenience & Breach of Contract** (language to be included in all construction contracts and subcontracts in excess of \$10,000:)

"Contractor shall address termination for cause and for convenience, including the manner by which it will be effected and the basis for settlement. In addition, contractor shall address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate."

**5. Intellectual Property** (language to be included in all contracts:)

"Contractor hereby grants to the U.S. E.P.A. a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, for federal government purposes, any intellectual property developed under this contract. Contractor shall secure from third parties the same license in the name of the U.S. E.P.A. regarding any intellectual property developed by third parties as subcontractors to perform this project, or developed under contract with the Contractor specifically to enable Contractor's obligations related to this project."

**6. Inspections; Information** (language to be included in all construction contracts and subcontracts:)

"Contractor shall permit, and cause its subcontractors to allow the City of Cascade Locks, Oregon, the State of Oregon, the federal government and any party designated by them to:

- (1) Examine, visit and inspect, at any and all reasonable times, the property, if any, constituting the Project.
- (2) Inspect and make copies of any accounts, books and records, including, without limitation, its records regarding receipts, disbursement, contracts, and any other matters relating to the Project, and to its financial standing, and shall supply such reports and information as reasonably requested.
- (3) Interview any officer or employee of the Contractor, or its subcontractors, regarding the Project.

Contractor shall retain all records related to the Project for three years after final payments are made and any pending matters are closed."

**7. Environmental and Natural Resource Laws** (include the following language in all contracts and subcontracts in excess of \$100,000:)

"Contractor shall comply with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 1857(h)), section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15).

**8. Procurement of Recovered Materials** (include the following language in all contracts and subcontracts in excess of \$10,000:)

"Contractor must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, including procurement of recovered materials in a manner designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247."

**9. Prohibition on the Use of Federal Funds for Lobbying** (Certification Regarding Lobbying form follows, for any contracts in excess of \$100,000)

**CERTIFICATION REGARDING LOBBYING**

(Awards to Contractors and Subcontractors in excess of \$100,000)

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signed \_\_\_\_\_  
Title           Executive Director, Mid-Columbia Economic Development District  
Date \_\_\_\_\_



## CASCADE LOCKS STAFF REPORT

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**Date Prepared: November 19, 2018**

**For City Council Meeting on: November 26, 2018**

**TO: Honorable Mayor and City Council**

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

**SUBJECT: Approve BPA TC-20 Settlement Agreement.**

**SYNOPSIS:** The City is a long-standing transmission and power customer of the Bonneville Power Administration (BPA). Transmission costs are the cost to bring the power that we buy to our community. These costs are established in the bi-annual rate proceedings. In 2016 BPA proposed eliminating one of its electric products sold to customers, the hourly firm price. We do not buy power from the BPA on the hourly firm price, so the elimination of this product does not impact the cost of our power. The hourly firm price is the price to purchase power in an emergency situation. It is generally higher than our contracted price because it is purchased 24 hours before the utility needs the additional power over and above any contracted supply. In order to eliminate the product, BPA had to renegotiate with all 178 public utilities that it serves. The City used its membership in the Public Power Council to negotiate on our behalf.

The result of the negotiations is the TC-20 Settlement Agreement attached. It allows BPA to eliminate the product. It requires approval of all the public entities. Since this settlement does not impact the City or our contract obligations with the BPA, I would encourage the Council approve the settlement.

If the City rejects the settlement, then we will have to renegotiate on our own not only the TC-20 settlement, but also the BP-20 Rates Settlement Agreement as well which would impact our costs in the future until we conclude the new contract negotiations at the end of our current contract ending in 2028. Of the 11 members of the Oregon Municipal Electric Utilities Association, all of the other General Managers/City Managers have indicated that they will recommend that their councils or boards approve the TC-20 Settlement.

**CITY COUNCIL OPTIONS:** The Council can accept the proposed settlement or reject the settlement and renegotiate its own contract.

**RECOMMENDED MOTION:** "I move to approve the TC-20 Settlement with the BPA."

**Financial Review and Status:** There is no financial impact to the City.





## TC-20 Settlement

Bonneville and its long-term transmission customers have concluded settlement discussions and have developed a proposed settlement of issues in the upcoming TC-20 and BP-20 proceedings. The proposed settlement is a "package" that includes two agreements. The TC-20 Settlement Agreement settles the TC-20 Tariff terms and conditions proceeding and establishes the new Bonneville Tariff. The BP-20 Partial Rates Settlement Agreement settles the rates for Transmission, Ancillary, and Control Area Services ("BP-20 Partial Settlement Agreement") for purposes of the BP-20 rate proceeding and the FY 2020-21 rate period.

The settlement package is posted below and to the [BP-20 Settlement web page](#). **The Agreements are ready for signature. Please carefully review them and the timeline below.**

Bonneville sincerely thanks the parties for their participation in the settlement discussions and hard work and collaboration on the settlement agreements.

### TC-20 Settlement Agreement

The TC-20 Settlement Agreement represents the final negotiated terms of settlement for Bonneville's Tariff. Attachment 1 includes terms of the settlement. Attachment 2 includes the Tariff ("Settlement Tariff") that is proposed to become effective October 1, 2019 and will supersede and replace Bonneville's current tariff. If adopted, the Settlement Tariff will apply to all signatories' existing transmission service agreements and all new transmission service agreements and new generator interconnection service agreements.

If all transmission customers with long-term service agreements (as indicated in Attachment 3) sign the TC-20 Settlement Agreement by November 30, 2018, and no parties to the BP-20 proceeding object to the BP-20 Partial Settlement Agreement, then Bonneville will move for the TC-20 Hearing Officer to issue a recommended decision to the Administrator to adopt the TC-20 Settlement Agreement.

The contents of the TC-20 Settlement Agreement are as follows:

- [TC-20 Settlement Agreement and signature page](#) (includes Attachment 1, Terms)
- [Attachment 2: Bonneville's Open Access Transmission Tariff \(the Settlement Tariff\)](#) - (updated 11/2/18 - this version deletes the words "clock hour" from section 13.8)
  - [Redline comparison to the existing tariff](#) (updated 11/2/18)
- [Attachment 3: List of Parties' PTP and NT service agreements to which the Settlement Tariff will apply](#)
- [Attachment 4: Business Practice Process](#) (updated 11/1/18)
- [Attachment 5: Balancing Reserve Capacity business practice](#)
- [Attachment 6: NT Work Streams Roadmap](#)

### BP-20 Partial Settlement Agreement

The BP-20 Partial Settlement Agreement represents the final negotiated terms of settlement for the FY 2020-21 transmission, ancillary, and control area services rates covered by the agreement. Bonneville will propose that the Administrator adopt the BP-20 Partial Settlement Agreement in the BP-20 rate proceeding, and Bonneville will move for the Hearing Officer to set a deadline for objections to the agreement. Customers that have signed the TC-20 Settlement Agreement may also sign the BP-20 Partial Settlement Agreement, but it is not necessary to do so. The contents of the BP-20 Partial Settlement Agreement are as follows:

- [BP-20 Settlement Agreement and signature page](#)
- [Attachment 1: Proposed 2020 Transmission, Ancillary, and Control Area Service Rate Schedules and General Rate Schedule Provisions \(FY2020-2021\)](#)
- [Attachment 2: Rate Period Terms for Generation Inputs](#)
- [Attachment 3: Inter-business Line Allocations](#)

## TIMELINE

### Monday, November 5 (4:30 p.m.)

- **TC-20:** By close of business, Bonneville asks the attorneys or staff representatives for transmission customers listed in Attachment 3 (i.e., customers with long-term service agreements) to send an email to Bonneville indicating whether they will recommend signing the TC-20 Settlement Agreement to their respective decision makers.
- **BP-20:** By close of business, Bonneville asks 1) any or all customers with tariff-based transmission service and/or 2) parties to the BP-20 process customers to send an email to Tech Forum indicating whether the customer plans to object to the BP-20 Partial Settlement Agreement during the BP-20 proceeding.

Please transmit the notice, with "TC-20 and BP-20 Transmission Settlement Notice" identified in the subject line, to Tech Forum ([techforum@bpa.gov](mailto:techforum@bpa.gov)) and to your transmission account executive.

### Friday, November 30 (4:30 p.m.)

- **TC-20:** By close of business, transmission customers in Attachment 3 to the TC-20 Settlement Agreement must: (1) sign and return (electronic signatures acceptable) the TC-20 Settlement Agreement; or (2) provide notice in writing to Bonneville that they will not sign the TC-20 Settlement Agreement. Please send your submissions to Tech Forum ([techforum@bpa.gov](mailto:techforum@bpa.gov)) with the subject "TC-20 Settlement Agreement" in the subject line. Send hard copies to:

First Class Mail

Bonneville Power Administration  
Mail Stop: TSE/TPP-2  
P.O. Box 61409  
Vancouver, WA 98666-1409

Overnight Delivery Service

Bonneville Power Administration  
Mail Stop: TSE/TPP-2  
905 NE 11th Avenue  
Portland, OR 97232

On Thursday, December 6, Bonneville will send a tech forum email to notify transmission customers of all signatories to the TC-20 Settlement Agreement. Bonneville will hold a conference call (date and time TBD), if necessary, to discuss next steps for the Agreement in the event that not all transmission customers listed in Attachment 3 to the TC-20 Settlement Agreement sign the TC-20 Settlement Agreement. Bonneville anticipates that the Federal Register notice initiating the TC-20 and BP-20 proceedings will be published by early December.

If you have any questions, please contact Rachel Dibble at 360-619-6191/ [rdibble@bpa.gov](mailto:rdibble@bpa.gov) or Todd Miller at 503-230-7315/ [temiller@bpa.gov](mailto:temiller@bpa.gov).

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## TC-20 SETTLEMENT AGREEMENT

THIS TC-20 SETTLEMENT AGREEMENT (“TC-20 Settlement Agreement”) is among the Bonneville Power Administration (“Bonneville”) and the Transmission Customers (“Transmission Customer” or “Transmission Customers” or both) (Together, Bonneville and Transmission Customers in the singular, “Party,” in the plural, “Parties”).

### RECITALS

- A. Bonneville offers transmission service across the Federal Columbia River Transmission System (“FCRTS”) pursuant to an open access transmission tariff (“Tariff”). Section 9 of this Tariff requires Bonneville to obtain the Federal Energy Regulatory Commission’s (“FERC”) determination that changes to the Tariff satisfy FERC’s reciprocity safe harbor standards, or that such changes are just, reasonable, and not unduly discriminatory or preferential. On November 22, 2016, Bonneville provided a letter to the region to explain Bonneville’s determination that “the safe harbor process is no longer a tenable approach to make future changes to the tariff”;
- B. On January 9, 2018, Bonneville announced its decision to follow the statutory procedural requirements of Section 212(i)(2)(A) of the Federal Power Act (“Section 212”), 16 U.S.C. § 824k(i)(2)(A), to establish a new open access transmission tariff (“TC-20 Tariff”) for transmission service across the FCRTS;
- C. In advance of the Section 212 hearing process, Bonneville and the Transmission Customers engaged in discussions to determine whether they could agree on the terms and conditions of the TC-20 Tariff. The Transmission Customers raised concerns with Bonneville’s proposed TC-20 Tariff terms, including without limitation, terms relating to hourly firm transmission service, Section 9 of the Tariff, transmission rates, and other transmission service issues;
- D. In addition to the TC-20 Tariff discussion, Bonneville and the Transmission Customers have been engaged in settlement discussions with respect to Transmission, Ancillary, and Control Area Services Rates for the FY 2020-2021 (“BP-20”) rate period;
- E. The terms of this TC-20 Settlement Agreement are intended to be a part of a settlement package that includes the partial settlement of the Transmission, Ancillary, and Control Area Services Rates for the FY 2020-21 BP-20 rate period (the “BP-20 Partial Rates Settlement Agreement”); and
- F. The purpose of this TC-20 Settlement Agreement is to document the terms of settlement in relation to the generally applicable terms and conditions for transmission service that will apply to all existing transmission service currently taken under the Tariff, to new transmission service agreements taken under the tariff in Attachment 2 to this TC-20 Settlement Agreement (“Settlement Tariff”), and to all new generator interconnection service agreements taken under the Settlement Tariff.

## TC-20 SETTLEMENT AGREEMENT

The Parties agree to the following:

1. In the Bonneville FY 2020-2021 Tariff Terms and Conditions ("TC-20") proceeding, Bonneville staff will file and recommend that the Administrator adopt a proposal to establish a tariff providing the terms and conditions for transmission service over the FCRTS as specified in Attachment 2 to this TC-20 Settlement Agreement, as well as the transmission service-related commitments set forth in Attachments 1, 2, 3, 4, 5, and 6 to this TC-20 Settlement Agreement.
2. The Parties shall sign this Agreement by 4:30 pm on November 30, 2018. By 4:30 p.m. on December 3, 2018, Bonneville shall notify the Parties of all the signatories to this TC-20 Settlement Agreement. If any Party indicates that it will not sign this TC-20 Settlement Agreement: (1) Bonneville will set up a meeting with the Parties that have signed this TC-20 Settlement Agreement to discuss whether to continue with this TC-20 Settlement Agreement; (2) A Party must indicate if it will withdraw its support for the TC-20 Settlement Agreement within one (1) business day after that meeting by email to the other parties; and (3) If a Party that has signed this TC-20 Settlement Agreement withdraws its support in accordance with this section 2, this TC-20 Settlement Agreement will be void *ab initio*.
3. If any party to the BP-20 rate proceeding objects to the BP-20 Partial Rates Settlement Agreement, then Bonneville will reconvene the Parties to discuss whether to continue with the proposed TC-20 Settlement Agreement. If a Party under this TC-20 Settlement Agreement submits written notice to the TC-20 hearing officer to withdraw support for the TC-20 Settlement Agreement proposal, this TC-20 Settlement Agreement will be void *ab initio*.
4. If no party to the BP-20 rate proceeding objects to the BP-20 Partial Rates Settlement Agreement, Bonneville will move the TC-20 hearing officer to enter the proposed TC-20 Settlement Agreement into the TC-20 record and to issue a decision recommending that the Administrator adopt the TC-20 Settlement Agreement.
5. Within 30 days of the TC-20 hearing officer's recommended decision made pursuant to section 4, the Administrator will notify the Parties in the Record of Decision whether the Administrator adopts the proposed TC-20 Settlement Agreement. If the Administrator does not adopt the proposed TC-20 Settlement Agreement, this TC-20 Settlement Agreement will be void *ab initio*, and Bonneville will move the TC-20 hearing officer to strike the TC-20 Settlement Agreement proposal from the record and to amend the procedural schedule.
6. If the Administrator adopts the proposed TC-20 Settlement Agreement, the Settlement Tariff will supersede and replace Bonneville's prior open access transmission tariff in its entirety effective on October 1, 2019. Notwithstanding any other contract provision, as of October 1, 2019, the Settlement Tariff will apply to all Service Agreements listed in Attachment 3 and any transmission service agreements and generator interconnection agreements that are executed after the date the Parties have signed this TC-20 Settlement Agreement.

7. If the Administrator adopts the proposed TC-20 Settlement Agreement, Bonneville and the parties agree not to contest this TC-20 Settlement Agreement, including its attachments, or the applicability of the Settlement Tariff to each Transmission Customer's Point-to-Point and Network Integration Transmission Service Agreements specified in Attachment 3 either before FERC, the U.S. Court of Federal Claims, the U.S. Court of Appeals for the Ninth Circuit, or any other judicial or administrative forum. The Parties agree not to support or join any litigation which would seek to change the terms of this TC-20 Settlement Agreement, including documents explicitly incorporated by reference, except as specified in section 11, Reservation of Rights.
8. Attachment 3 lists each Transmission Customer's Point-to-Point and Network Integration Transmission Service Agreements to which the Settlement Tariff will apply. The Transmission Customers have reviewed the list of transmission service agreements in Attachment 3 and agree that it is an accurate and complete list of their respective transmission service agreements with Bonneville.
9. As a condition to this TC-20 Settlement Agreement, the Parties agree not to contest the terms of the BP-20 Partial Rates Settlement Agreement.
10. **Statements Not Admissible in Evidence.** The Parties agree that this TC-20 Settlement Agreement and the BP-20 Partial Rates Settlement Agreement represent a compromise in the positions of the Parties. As such, conduct, statements, and documents disclosed in the negotiation of this TC-20 Settlement Agreement and the BP-20 Partial Rates Settlement Agreement will not be admissible as evidence in the TC-20 proceeding, the BP-20 proceeding, any other proceeding, or any other judicial or administrative forum.
11. **Reservation of Rights**
  - a. No Party waives any of its rights under Bonneville's enabling statutes, the Federal Power Act, or other applicable law, or to pursue dispute resolution procedures consistent with Bonneville's open access transmission tariff, or to pursue any claim that a particular term, condition, charge, methodology, practice, or rate schedule for transmission service, has been improperly implemented.
  - b. The Parties reserve the right to respond during the term of the TC-20 Settlement Agreement, as specified in section 12, Term and Termination, to any new filings, protests, or claims, by Bonneville or others; however, the Parties will not support, with respect to the TC-20 Settlement Agreement term, a challenge to any terms and conditions or other matters set forth in this TC-20 Settlement Agreement.
  - c. Except as provided in Attachment 1, nothing in this TC-20 Settlement Agreement is intended in any way to alter the Administrator's authority and responsibility to periodically review and revise the Administrator's terms and conditions for transmission service pursuant to the requirements in the Settlement Tariff in Attachment 2. Execution of this TC-20 Settlement Agreement by a Party does not constitute consent or agreement in any future tariff proceeding to revise the Settlement Tariff in Attachment 2, and Parties

retain all of their rights to take and argue whatever position they believe appropriate with respect to the terms and conditions of service in effect following the expiration of any applicable provision of this TC-20 Settlement Agreement.

d. **No Precedential Value.** The Parties agree that the provisions of this TC-20 Settlement Agreement are the result of negotiations based upon the unique circumstances in the TC-20 proceeding. The Parties agree and represent that neither this TC-20 Settlement Agreement nor any decision of the Administrator approving the same shall constitute or be cited as precedent or deemed an admission by any Party in any other proceeding except as necessary to enforce its terms before Bonneville or any forum of competent jurisdiction.

12. **Term and Termination.** Unless this TC-20 Settlement Agreement terminates under the terms set forth in section 2, 3, or 5 above, this TC-20 Settlement Agreement shall continue in effect until September 30, 2021, except for the provisions contained in sections 1, 6, 7, 8, 9, 10, 11, 12, 13, and 14 of this TC-20 Settlement Agreement, and Attachment 1, sections 1, 2.b, 2.c, 2.d, 2.e, 2.g.iii, 2.i, 2.k, 3, and 11, which shall survive this TC-20 Settlement Agreement in accordance with their provisions.

13. **Attachments.** The following attachments are incorporated into this TC-20 Settlement Agreement:

- Attachment 1: Terms
- Attachment 2: Bonneville's Open Access Transmission Tariff (the "Settlement Tariff")
- Attachment 3: List of Parties' Point-to-Point and Network Integration Transmission Contracts to which the Settlement Tariff shall apply
- Attachment 4: Business Practice Process
- Attachment 5: Balancing Reserve Capacity Business Practice
- Attachment 6: NT Workstreams Roadmap

14. **Entire Agreement.** This TC-20 Settlement Agreement sets forth the entire agreement among the parties with respect to the subject matter of this TC-20 Settlement Agreement.

15. **Execution in Counterparts.** This TC-20 Settlement Agreement may be executed in counterparts each of which is an original and all of which, taken together, constitute one and the same instrument.

Customer Name:	_____	Bonneville Power Administration
Signature:	_____	Signature: _____
Signatory:	_____	Richard L. Shaheen, P.E.
Title:	_____	Senior Vice President, Transmission Services
Date:	_____	Date: _____

**ATTACHMENTS**

**Attachment 1: Terms**

**Attachment 2: Bonneville's Open Access Transmission Tariff (the Settlement Tariff)**

**Attachment 3: List of Parties' Point-to-Point and Network Integration Transmission  
Contracts to which the Settlement Tariff shall apply**

**Attachment 4: Business Practice Process**

**Attachment 5: Balancing Reserve Capacity Business Practice**

**Attachment 6: NT Workstreams Roadmap**

## Attachment 1: Terms

### 1. Terms of Service

#### a. Section 9 Term

Bonneville agrees that the Administrator will not change Section 9 in the Settlement Tariff, as it may be amended from time to time pursuant to its terms, before October 1, 2028.

#### b. Section 9 Language

The Settlement Tariff will include the following:

#### 9. Tariff and Rate Modifications

##### (a) Tariff Modifications.

(1) Subject to applicable law, Bonneville commits to open access transmission service. Bonneville shall follow the statutory procedures in Section 212(i)(2)(A) of the Federal Power Act to set generally applicable terms and conditions in its Tariff and will make a final determination to adopt transmission service terms and conditions in a record of decision. In the record of decision, the Administrator's determination will set forth the reasons for reaching any findings and conclusions, including conclusions that may differ from those of the hearing officer, based on:

- i. The hearing record,
- ii. Consideration of the hearing officer's recommendation,
- iii. Bonneville's organic statutes and other laws that apply to Bonneville, and
- iv. Consideration of the standards that apply to Commission-ordered Bonneville transmission service under Sections 211 and 212 of the Federal Power Act.

(2) The Administrator has the right to change the terms and conditions, classification of service, or schedules and attachments contained in the Tariff only if the Administrator conducts a proceeding regarding the change in accordance with Section 212(i)(2)(A) of the Federal Power Act and makes a final determination in that proceeding in accordance with section 9(a)(1) above to adopt such change. Any newly proposed transmission tariff of general applicability is considered and treated as a proposed change to the Tariff under this section.

##### (b) Rate Modifications

The Transmission Provider may change the rates that apply to transmission service pursuant to applicable law.

- (c) Nothing contained in the Tariff or any Service Agreement shall be construed as affecting in any way the ability of any Party receiving service under the Tariff to exercise its rights under applicable law.

## 2. Hourly Firm

Bonneville will only offer hourly firm transmission service based on available transfer capability (“ATC”) that is calculated in accordance with Bonneville’s short-term ATC methodology. Bonneville will begin limiting the hourly firm product beginning July 1, 2019.

- a. Hourly firm reservations will not be available in real-time starting January 1, 2020. Hourly firm may only be reserved until the day prior to the operating day at 2340.
- b. Bonneville will perform the analysis described in section 2.d below starting from a neutral position (i.e., no certainty as to end state for the hourly firm product).
- c. In the TC-22 period (October 1, 2021 –September 30, 2023), Bonneville will provide hourly firm service that may be reserved until the day prior to the operating day at 2340. Bonneville may propose a change from this *status quo* during the TC-22 proceeding after:
  - i. Bonneville identifies hourly firm service as (1) A demonstrable adverse reliability risk, (2) A more than de minimis adverse impact to firm transmission service, or (3) In conflict with the then applicable market rules; and
  - ii. Bonneville engages in best efforts to come to a collaborative solution that mitigates the identified risks/impacts of hourly firm service with customers. After the TC-22 proceeding, Bonneville and customers will evaluate options for the post-TC-22 period for the hourly firm product based on the results of the neutral evaluation described in section 2.d.
- d. Starting mid-January 2019, Bonneville will monitor and evaluate the hourly firm product. Bonneville will establish a budget of \$2 million total for the BP-20 rate period to fund the evaluation of the hourly firm product. Bonneville will hold one or more workshops and collaborate with its customers to develop a plan for monitoring and evaluating the hourly firm product. Bonneville will subsequently post its plan for monitoring and evaluating the hourly firm product and will consider comments from customers before finalizing the plan. Bonneville will share the results of its evaluation with customers at least twice before July 1, 2020.
  - i. Bonneville’s evaluation of the hourly firm product will include:
    - 1. Updates on any operational experience relating to the hourly firm product’s impact on reliability, curtailments or other system operations;
    - 2. Evaluations of hourly ATC that was available at the time of firm curtailments;

3. Any identifiable impacts of hourly firm curtailment priorities to customers that hold long-term firm transmission service agreements, including network integration transmission service (“NT”) and long-term firm point-to-point transmission service (“PTP”).
  4. Customer experience with the hourly firm product regarding usage and marketing and load service impacts. This evaluation will be based on information provided to Bonneville from customers that use the hourly firm product during the monitoring period.
- ii. Bonneville will provide responses to customer queries and provide transparent data in support of its actions, as appropriate and available. Bonneville will also provide the following information:
1. Product usage
    - a. Type of service: Firm; Conditional Firm; Non-Firm
    - b. Products used: Long-term; Monthly; Weekly; Daily Hourly
    - c. Timing of reservations (How far ahead of the reservation start time)
    - d. Timing of schedules (How far ahead of flow)
    - e. Point of Receipt (“POR”) and Point of Delivery (“POD”)
      - i. Load service v. marketing (POD analysis)
      - ii. Resources used (POR analysis)
      - iii. POR/POD combinations
  2. Transaction Type
    - a. Redirects
    - b. Original requests
    - c. Resales
    - d. Reassignments
    - e. Transfers
  3. Curtailment events initiated by Bonneville on the network
    - a. Identify the products that are curtailed
    - b. Megawatt (“MW”) amount of curtailment
    - c. Percentage of total schedules curtailed
    - d. Analysis of schedules curtailed based on NERC priority level
  4. Identify the amounts of short-term ATC during:
    - a. Congestion events – determined on a flowgate by flowgate basis. Depending on the flowgate, a congestion event is when actual flows are within 15-20% of total transfer capability (“TTC”).
    - b. When dispatchers log actions
    - c. Curtailment events
  5. Designation of Network Resources
    - a. Seller’s choice impacts
  6. Preemption/Competition data

7. System data during congestion and curtailment events
  - a. Impactful outages
  - b. TTC impacts
  - c. System Operating Limits and/or Real Time Contingency Analysis
  - d. Significant forecast errors
- iii. Bonneville agrees to conduct the following analysis:
  1. Firm v. non-firm total usage
    - a. Flow based analysis by NERC curtailment priority -- can also show unscheduled flows.
  2. Change in customer use of products
    - a. Shift from long-term to short-term products
    - b. Shift from Firm to Conditional Firm ("CF")
    - c. Shift from Firm to Non-Firm
    - d. Increase in usage of 6NN
    - e. Increase in usage of PTP non-firm curtailment priority of 1-5
  3. Make up of curtailments:
    - a. Firm curtailments (NT and PTP)
    - b. NT Redispatch
    - c. Hourly Firm
    - d. NT and PTP
      - i. System conditions CF -- system condition has not occurred
      - ii. Number of Hours CF -- firmed up
    - e. Conditional Firm curtailments
      - i. System conditions CF -- system condition has occurred
      - ii. Number of Hours CF -- not firmed up
    - f. Non-firm curtailments
      - i. 6NN and 1-5
  4. Redispatch
    - a. Emergency
    - b. NT redispatch
    - c. Discretionary redispatch
      - i. If discretionary redispatch is granted, identify which flowgate was affected
      - ii. Identify if a curtailment was avoided
  5. Bonneville reserves the right to conduct any analysis it deems necessary to evaluate hourly firm service.
- e. By October 1, 2021, Bonneville will use reasonable efforts to develop an accurate and transparent short-term ATC methodology. In this process, Bonneville will:

- i. Begin evaluation in the second quarter of 2019 and identify any potential improvements to short-term ATC that could be implemented before October 1, 2021.
  - ii. Hold a short-term ATC workshop in the fourth quarter of 2019, and the second and fourth quarter of each fiscal year until October 1, 2021;
  - iii. Provide a review of timelines and parameters for making specific changes to ATC/available flowgate capability (“AFC”) methodology to improve accuracy in the short-term ATC workshops; and
  - iv. Continue to calculate and post hourly ATC/AFC values.
- f. As soon as practicable, Bonneville will apply preemption and competition to daily and hourly firm, including redirects, if OATI implements NAESB standards to adopt FERC policy under *Entergy Services Inc.* 148 FERC ¶ 61,209. If FERC has not directed OATI to adopt such NAESB standards or if OATI has not made the changes prior to the start of the TC-22 proceeding, then the issue of whether to apply preemption and competition to daily and hourly firm in the absence of such action will be reevaluated as part of the TC-22 proceeding. The Parties will discuss the conditional window in Tariff section 13.2(iv) in workshops before the TC-22 proceeding.
- g. Seller’s Choice
- i. The Settlement Tariff will include the following language:
    1. Tariff Section 29.2(v): For each off-system Network Resource, such description shall include: . . .
      - Identification of the control area from which the power will originate. The customer is not required to identify the control area for designations at Mid-Columbia Points of Receipt for designations with a term ending prior to October 1, 2021.
  - ii. Bonneville will list the Mid-Columbia Points of Receipts in the Network Integration Transmission Service business practice.
  - iii. Starting October 1, 2019, Bonneville will monitor and evaluate the implementation of this section g as indicated in Attachment 1, section 2.d hourly firm evaluation. Bonneville will share the results of its evaluation with customers at least once before July 2020. Based on the hourly firm evaluation, Bonneville may, in its sole discretion, include in its TC-22 Initial Proposal, Network Resource designation at Mid-Columbia Points of Receipt.
- h. Bonneville will implement Netting of Redirects under Stop Sales Events (TLR Avoidance) in late February 2019 so that transmission service requests that redirect to different POR/POD combinations are allowed if they have equal or less impact than the original parent transmission service request.
- i. Bonneville will provide at least two conversion windows, including one prior to the start of the BP-22 proceeding and one prior to the start of the BP-24 proceedings, for

customers desiring to switch their long-term firm transmission product designation from either NT to PTP or PTP to NT.

- j. Subject to section 11.a, Reservation of Rights, of the TC-20 Settlement Agreement, nothing in this TC-20 Settlement Agreement is intended to restrain Bonneville's ability, in its sole discretion, to maintain system operations and reliability, including but not limited to setting limitations on the availability of hourly firm to maintain system reliability.
- k. NT Redispatch Cost Allocation
  - i. Bonneville forecasts NT Redispatch costs in Bonneville rate cases based on historic usage of NT Redispatch ("NT Redispatch Cost Methodology"). For the BP-20 rate period and for any rate period thereafter during which Bonneville offers the hourly firm product, the costs for NT Redispatch under Bonneville's Redispatch and Curtailment Business Practice, will be allocated based on the principle that NT customers should not incur additional NT Redispatch costs that are attributable to the Point-to-Point hourly firm product.
  - ii. Notwithstanding section 2.k.i above, if Bonneville forecasts NT Redispatch costs below \$4 million:
    - 1. In BP-20, Bonneville shall use historical usage to forecast the cost for NT Redispatch and allocate such costs to the network segment generally; and
    - 2. In BP-22 and BP-24, Bonneville shall include in its Initial Proposal that any forecast NT Redispatch costs will be allocated to the network segment generally.
  - iii. If Bonneville forecasts NT Redispatch costs to exceed \$4 million in the BP-22 or BP-24 rate periods, the Parties have the right to support and challenge any alternative approaches to allocate the costs for NT Redispatch in the respective rate proceeding in a manner consistent with the principle set forth in section 2.k.i above.

### **3. Business Practices**

Bonneville shall adopt the Business Practice Process, attached as Attachment 4 to this TC-20 Settlement Agreement, which may be modified as provided in that attachment.

### **4. Ancillary Services: Schedules 3, 9, and 10, and Balancing Reserves Business Practice**

#### **a. Schedule 3**

Bonneville shall adopt the language in Schedules 3 as reflected in those respective schedules of the Settlement Tariff, Attachment 2.

b. Schedule 9

The Settlement Tariff will include the following language for Schedule 9:

**SCHEDULE 9**

**Generator Imbalance Service**

Generator Imbalance Service is provided when a difference occurs between the output of a generator located in the Transmission Provider's Control Area and a delivery schedule from that generator to (1) another Control Area or (2) a load within the Transmission Provider's Control Area over a scheduling period. Pursuant to Schedule 10, the Transmission Provider must offer this service, to the extent it is physically feasible to do so from its resources or from resources available to it, when transmission service is used to deliver energy from a generator located within its Control Area.

The Transmission Customer must either purchase this service from the Transmission Provider or make alternative comparable arrangements, which may include use of non-generation resources capable of providing this service, to satisfy its Generator Imbalance Service obligation. The charges for Generator Imbalance Service are set forth in Transmission Provider's Transmission, Ancillary, and Control Area Service Rate Schedules and General Rate Schedule Provisions, or its successor.

To the extent the Control Area Operator performs this service for the Transmission Provider, charges to the Transmission Customer are to reflect only a pass-through of the costs charged to the Transmission Provider by that Control Area Operator.

For purposes of this Schedule 9, the Transmission Provider may bill a Generator owner or operator directly for this service in lieu of billing the Transmission Customer, pursuant to an interconnection agreement or other arrangement. In that case, the generator owner or operator will be deemed to be a "Transmission Customer" for the purposes of this schedule.

The Transmission Provider may charge the Transmission Customer a penalty for generator imbalances under this Schedule or a penalty for energy imbalances under Schedule 4 for imbalances occurring during the same scheduling period, but not both unless the imbalances aggravate rather than offset each other.

c. Schedule 10

The Settlement Tariff will include the following language for Schedule 10:

**SCHEDULE 10**

**Capacity for Generator Balancing Services**

Capacity for Generator Balancing Services is necessary to ensure the capacity is available to provide the energy for service under Schedule 9, Generator Imbalance Service, as well as to provide regulation and frequency response for generation, in order to maintain scheduled Interconnection frequency at sixty cycles per second (60 Hz). The obligation to maintain the capacity under this Schedule 10 lies with the Transmission Provider (or the Balancing Authority that performs this function for the Transmission Provider).

The Transmission Provider must offer to provide capacity under this Schedule 10 to generation electrically located in the Transmission Provider's Control Area to the extent it will not unreasonably impair reliability. The Transmission Provider must establish a long-term planning process in its Balancing Reserve Capacity Business Practice and utilize that planning process to forecast the capacity needed to provide this service. The Transmission Provider will offer to provide capacity up to the forecast quantity from its resources or resources available to it. Any changes to the forecasted amount of capacity needed to provide this service will not take effect until that change is reflected in the charges for providing this service, unless needed for reliability or to comply with regulatory requirements. If a change in the forecasted amount of capacity is needed for reliability or to comply with regulatory requirements prior to a revision of the charges, Transmission Provider will convene the parties to review options to revise the charges to reflect the change in capacity, and take prudent steps to adjust rates either in accordance with the posted Rate Schedules or holding a hearing, either expedited or in the next scheduled hearing, under Section 7(i) of the Pacific Northwest Electric Power Planning and Conservation Act.

The Transmission Customer must either purchase this capacity for generator balancing services from the Transmission Provider or make alternative comparable arrangements, to satisfy its obligation.

The charges for Capacity for Generator Balancing Services are set forth in Transmission Provider's "Transmission, Ancillary, and Control Area Services Rate Schedules and General Rate Schedule Provisions," or its successor. To the extent the Balancing Authority performs this service for the Transmission Provider charges to the Transmission Customer are to reflect only a pass-through of the costs charged to the Transmission Provider by that Balancing Authority.

The Transmission Provider may charge the Transmission Customer for Capacity for Generator Balancing Service under this Schedule and for Frequency and Response Service under Schedule 3, since Capacity needs for load and generation may aggravate rather than offset each other.

d. **Balancing Reserve Capacity Business Practice**

Bonneville will adopt the Balancing Reserve Capacity Business Practice, attached as Attachment 5 to this TC-20 Settlement Agreement. Under section E of the Balancing Reserve Capacity Business Practice, curtailment events are estimated to be 110 per year. Bonneville has the right to modify this business practice as provided for in the Business Practice Process adopted in Section 3 of this Attachment 1.

**5. Dispute Resolution in Section 12.1 of the Tariff**

The Settlement Tariff will include the following:

- 12.1 Any dispute between a Transmission Customer and the Transmission Provider involving transmission service under the Tariff (excluding rate changes) shall be referred to a designated senior representative of the Transmission Provider and a senior representative of the Transmission Customer for resolution on an informal basis as promptly as practicable. In the event the designated representatives are unable to resolve the dispute within thirty (30) days [or such other period as the Parties may agree upon], such dispute may be submitted to a court or agency of competent jurisdiction or, by mutual agreement, arbitration and resolved in accordance with the arbitration procedures set forth below.

**6. NT Conditional Firm and Network Operating Agreement**

- a. Bonneville will remove NT Conditional Firm from the tariff and commits to implementing NT Service as described in the NT Service Overview flowchart in Attachment 6 to this TC-20 Settlement Agreement. Bonneville also commits to the NT Work Stream Roadmap in Attachment 6. Both the NT Service Overview and NT Work Stream Roadmap may be revised by Bonneville from time to time in collaboration with customers.
- b. Bonneville will revise Attachment G, as reflected in the attached tariff, develop a template Network Operating Agreement in collaboration with customers, and bilaterally negotiate individual agreements.

**7. NT Redispatch and Attachment M**

Bonneville will revise NT Redispatch language and remove Attachment M, as reflected in Attachment 2, Settlement Tariff. Bonneville will modify the existing Redispatch Business Practice through the agreed upon Business Practice Process. As part of the revised Business Practice Bonneville will include the following provision: Currently, NT Redispatch only applies to Federal Resources. Without customers waiving their right to challenge, prior to inclusion of any non-Federal resources (including off-system resources) in NT Redispatch, Bonneville must hold a public process to determine the appropriate rules and protocols associated with non-Federal Redispatch and Parties will negotiate in good faith to incorporate those rules, as mutually agreed-upon in executed customer-specific Network Operating Agreements.

## **8. Generator Interconnection Procedures**

Bonneville shall adopt new tariff language as reflected in the Settlement Tariff, Attachment 2, to:

- a. Implement the following reforms pursuant to the Federal Energy Regulatory Commission's ("Commission") Order No. 845: The Interconnection Customer's Option to Build, Dispute Resolution, Identification and Definition of Contingent Facilities, Transparency Regarding Study Models and Assumptions, Definition of Generating Facility in the Standard Large Generator Interconnection Procedures ("LGIP") and Standard Large Generator Interconnection Agreement ("LGIA"), Interconnection Study Deadlines, Requesting Interconnection Service Below Generating Facility Capacity, Provisional Interconnection Service.
- b. Delete from Attachment L and N all tariff language that makes reference to Bonneville filing its tariff with the Commission; delete from Attachment L all tariff language that makes reference to filing an unexecuted LGIA with the Commission.

By October 1, 2019, Bonneville shall develop a Business Practice that takes a phased approach to the implementation of the Commission's Order No. 845 reform: Utilization of Surplus Interconnection Service and shall also revise the Large and Small Generator Interconnection Business Practices to clarify its process for determining whether an Interconnection Customer's request for a modification constitutes a Material Modification.

## **9. Real Power Loss Factor**

Bonneville shall create a new Schedule 11, as reflected in the Settlement Tariff, Attachment 2, to document the Real Power Loss Factor.

## **10. Price Cap**

Bonneville shall remove the price cap on resales of point to point transmission service, as reflected in Section 23.1 of the Settlement Tariff in Attachment 2.

## **11. Financial Middleman**

Bonneville will not make any changes to the tariff for the financial middleman issue, but reserves the right to propose such changes in the TC-22 proceeding or any subsequent tariff proceedings.

## **12. Intertie Studies**

No later than January 1, 2020, Bonneville will begin a stakeholder process to review business practices related to studies of transmission service requests ("TSRs"), with the goal to examine and develop a consistent and repeatable approach to studying requests for long-term firm point-to-point transmission service on the southern intertie and network. Bonneville and Transmission Customers may identify the relevant business practices at the beginning of such process.

**Attachment 3:**  
**List of Parties' Point-to-Point and Network Integration Transmission Contracts to which  
the Settlement Tariff shall apply**

<b>Customer</b>	<b>Contract Type</b>	<b>Contract Number</b>
Alcoa Corporation	PTP	01TX-10630
Alder Mutual Light Company	NT	01TX-10436
Arlington Wind Power Project LLC	PTP	07TX-12526
Avangrid Renewables, LLC	PTP	00TX-10367
Avista Corporation	PTP	96MS-96008
Avista Corporation	NT	05TX-12101
Benton Rural Electric Association	NT	96MS-95364
Big Bend Electric Cooperative, Inc.	NT	01TX-10352
BPA Power Services	PTP	14TX-95363
Canby Utility Board	NT	01TX-10648
Central Lincoln People's Utility District	NT	02TX-10870
City of Albion	NT	01TX-10654
City of Ashland	NT	01TX-10524
City of Bandon	NT	01TX-10530
City of Blaine	NT	00TX-10357
City of Bonners Ferry	NT	01TX-10411
City of Burley	NT	10TX-14682
City of Cascade Locks	NT	01TX-10435
City of Centralia	NT	98TX-10178
City of Cheney	NT	01TX-10721
City of Chewelah	NT	01TX-10544
City of Cove	PTP	17TX-16530
City of Declo	NT	10TX-14683
City of Drain	NT	01TX-10425
City of Ellensburg	NT	96MS-96082
City of Forest Grove	NT	00TX-10297
City of Hermiston	NT	01TX-10521
City of Heyburn	NT	10TX-14686
City of Idaho Falls	NT	10TX-14692
City of Idaho Falls	PTP	11TX-15530
City of McCleary	NT	01TX-10742
City of McMinnville	NT	02TX-10856
City of McMinnville	PTP	01TX-10733
City of Milton	NT	01TX-10452
City of Milton-Freewater	NT	00TX-10332
City of Minidoka	NT	10TX-14687
City of Monmouth	NT	01TX-10428
City of Plummer	NT	01TX-10545
City of Port Angeles	NT	06TX-12443
City of Richland, Washington	NT	01TX-10644

Customer	Contract Type	Contract Number
City of Rupert	NT	10TX-14689
City of Seattle, City Light Department	PTP	96MS-96018
City of Soda Springs	NT	10TX-14726
City of Sumas	NT	00TX-10365
City of Troy	NT	10TX-15038
City of Weiser	NT	06TX-12416
Clark Public Utilities	PTP	02TX-11177
Clark Public Utilities	NT	01TX-10381
Clatskanie People's Utility District	PTP	01TX-10649
Columbia Basin Electric Cooperative, Inc.	NT	00TX-10370
Columbia Power Cooperative Association	NT	00TX-10338
Columbia River People's Utility District	NT	01TX-10463
Columbia Rural Electric Association	NT	00TX-10331
Consolidated Irrigation District No. 19	NT	01TX-10483
Davenport Newberry Holdings, LLC	PTP	08TX-13053
Diversified Energy Transmission LLC	PTP	09TX-14135
East End Mutual Electric Company, LTD	NT	10TX-14684
EDP Renewables North America LLC	PTP	07TX-12892
Elmhurst Mutual Power & Light Company	NT	01TX-10420
Emerald People's Utility District	PTP	07TX-12793
Emerald People's Utility District	NT	01TX-10695
Energy Northwest (CGS)	NT	01TX-10380
Energy Northwest (CGS)	PTP	12TX-15548
Eugene Water & Electric Board	NT	02TX-10793
Eugene Water & Electric Board	PTP	02TX-10791
Eurus Combine Hills II LLC	PTP	09TX-14147
Eurus Combine Hills	PTP	06TX-12381
Evergreen BioPower	PTP	17TX-16557
Exelon Generation Company, LLC	PTP	02TX-11265
Fairchild Air Force Base	NT	01TX-10543
Farmers Electric Company, LTD	NT	10TX-14761
Finley Bioenergy, LLC	PTP	07TX-12488
Flathead Electric Cooperative, Inc.	NT	00TX-10350
Glacier Electric Cooperative, Inc.	NT	96MS-96063
Harney Electric Cooperative, Inc.	NT	00TX-10333
Hermiston Power, LLC	PTP	98TX-10154
Hood River Electric Cooperative	NT	01TX-10364
Idaho County Light & Power Cooperative Association, Inc.	NT	10TX-14672
Idaho Power Company	PTP	13TX-15768
Idaho Power Company	PTP	12TX-15618
Inland Power & Light Company	NT	01TX-10450
JC-Biomethane LLC (assigned to Equilon Enterprises)	PTP	13TX-15809
Kaiser Aluminum Washington, LLC	PTP	11TX-15371

<b>Customer</b>	<b>Contract Type</b>	<b>Contract Number</b>
Kalispel Indian Community of the Kalispel Reservation	NT	17TX-16520
Kootenai Electric Cooperative, Inc.	NT	96MS-95360
Lakeview Light & Power	NT	01TX-10419
Lakeview Light & Power	PTP	11TX-15474
Los Angeles Department of Water & Power	PTP	02TX-10944
Lost River Electric Cooperative, Inc.	NT	10TX-15110
Lower Valley Energy, Inc.	NT	07TX-12496
Lower Valley Energy, Inc.	PTP	08TX-13671
Macquarie Energy, LLC	PTP	09TX-13834
Middle Fork Irrigation District	PTP	05TX-11927
Midstate Electric Cooperative, Inc.	NT	00TX-10308
Mission Valley Power	NT	96MS-96065
Missoula Electric Cooperative, Inc.	NT	96MS-96064
Modern Electric Water Company	NT	01TX-10449
Morgan Stanley Capital Group, Inc.	PTP	97TX-10031
Nespelem Valley Electric Cooperative, Inc.	NT	01TX-10487
NewSun Energy Transmission Company LLC	PTP	16TX-16248
Northern Wasco County People's Utility District	NT	01TX-10409
Northern Wasco County People's Utility District	PTP	09TX-14164
Ohop Mutual Light Company	NT	96MS-96068
Okanogan County Public Utility District No. 1	PTP	01TX-10686
OPS Desert Wind, LLC	PTP	13TX-15860
Orcas Power & Light Cooperative	NT	98TX-10128
Oregon Trail Electric Consumers Cooperative, Inc.	NT	00TX-10295
Outback Solar, LLC	PTP	11TX-15513
Pacific Northwest Generating Cooperative	NT	96MS-96041
Pacific Northwest Generating Cooperative	PTP	15TX-16091
PacifiCorp	NT	09TX-14534
PacifiCorp	NT	00TX-10327
PacifiCorp	PTP	04TX-11722
Parkland Light & Water Company	NT	96MS-96074
Patu Wind Farm, LLC	PTP	08TX-13657
Pend Oreille County PUD No. 1	PTP	02TX-10875
Peninsula Light Company	NT	01TX-10390
Port of Seattle - Seattle-Tacoma International Airport	NT	01TX-10460
Port of Tillamook Bay	PTP	13TX-15849
Port Townsend Paper Corporation	NT	01TX-10605
Portland General Electric Company	PTP	09TX-14507
Powerex Corp	PTP	96MS-96084
Powerex Corp	PTP	99TX-10251
Public Utility District #1 of Skamania County	NT	01TX-10470
Public Utility District No. 1 of Asotin County	NT	00TX-10351
Public Utility District No. 1 of Benton County	PTP	97TX-10041
Public Utility District No. 1 of Chelan County	PTP	01TX-10714

<b>Customer</b>	<b>Contract Type</b>	<b>Contract Number</b>
Public Utility District No. 1 of Clallam County	NT	01TX-10410
Public Utility District No. 1 of Cowlitz County	NT	01TX-10691
Public Utility District No. 1 of Cowlitz County	PTP	08TX-12971
Public Utility District No. 1 of Ferry County	NT	01TX-10448
Public Utility District No. 1 of Franklin County	PTP	97TX-10043
Public Utility District No. 1 of Grays Harbor County	PTP	96MS-96083
Public Utility District No. 1 of Jefferson County	NT	11TX-15372
Public Utility District No. 1 of Kittitas County	NT	01TX-10451
Public Utility District No. 1 of Klickitat County	NT	17TX-16485
Public Utility District No. 1 of Klickitat County	PTP	97TX-10038
Public Utility District No. 1 of Lewis County	PTP	10TX-14701
Public Utility District No. 1 of Lewis County	NT	01TX-10415
Public Utility District No. 1 of Mason County	NT	01TX-10427
Public Utility District No. 1 of Snohomish County	PTP	96MS-96092
Public Utility District No. 1 of Wahkiakum County	NT	01TX-10471
Public Utility District No. 1 of Whatcom County	NT	98TX-10173
Public Utility District No. 2 of Grant County, Washington	NT	01TX-10680
Public Utility District No. 2 of Grant County, Washington	PTP	01TX-10679
Public Utility District No. 2 of Pacific County	PTP	11TX-15443
Public Utility District No. 2 of Pacific County	NT	01TX-10422
Public Utility District No. 3 of Mason County	NT	01TX-10421
Puget Sound Energy, Inc.	PTP	06TX-12195
Raft River Energy I, LLC	PTP	07TX-12449
Ravalli County Electric Cooperative, Inc.	NT	00TX-10294
Riverside Electric Company, LTD	NT	10TX-14688
Sacramento Municipal Utility District	PTP	02TX-11128
Sagebrush Power Partners, LLC	PTP	11TX-15454
Salem Electric	NT	00TX-10309
Salmon River Electric Cooperative, Inc.	NT	10TX-15111
Shell Energy North America (US), LP	PTP	00TX-10286
Shiloh Warm Springs Ranch, LLC	PTP	15TX-16087
South Side Electric, Inc.	NT	10TX-14690
Southern California Edison Company	PTP	10TX-14641
Springfield Utility Board	NT	01TX-10697
Springfield Utility Board	PTP	01TX-10706
Surprise Valley Electrification Corporation	NT	01TX-10457
Swaggart Energy Transmission, LLC	PTP	10TX-14833
Tacoma Power	PTP	98TX-10103
Talen Energy Marketing, LLC	PTP	08TX-13030
Tanner Electric Cooperative	NT	01TX-10591
Tillamook People's Utility District	NT	01TX-10682
Town of Coulee Dam	NT	01TX-10546

<b>Customer</b>	<b>Contract Type</b>	<b>Contract Number</b>
Town of Eatonville	NT	01TX-10604
Town of Steilacoom	NT	01TX-10391
TransAlta Energy Marketing (US), Inc.	PTP	98TX-10172
Turlock Irrigation District	PTP	00TX-10344
U.S. Department of Energy - Richland Operations Office	NT	01TX-10353
Umpqua Indian Utility Cooperative	NT	01TX-10606
United Electric Co-op, Inc.	NT	10TX-14691
US Bureau of Reclamation Mid Pacific Region	NT	10TX-14751
US DOE Natl Energy Technology Lab	NT	01TX-10538
USN Bangor USN Bremerton USN Everett-Jim Creek	NT	00TX-10366
Utah Associated Municipal Power Systems	PTP	11TX-15512
Vera Water & Power	NT	01TX-10433
Vigilante Electric Cooperative, Inc.	NT	96MS-96046
Wasco Electric Cooperative, Inc.	NT	01TX-10440
Wells Rural Electric Company	NT	01TX-10423
Western Renewable Power, LLC	PTP	08TX-13142
Wheat Field Wind Power Project LLC	PTP	08TX-13610
Yakama Power	NT	05TX-12068

Gordon Zimmerman

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**From:** Mike Cully <leagueoforegoncities@orcities.org>  
**Sent:** Thursday, November 08, 2018 11:30 AM  
**To:** gzimmerman@cascade-locks.or.us  
**Subject:** Request to be Added to Council Agendas

Hello City Managers and Recorders,

Starting November 28 and continuing through January 23, the LOC will be conducting its popular "Elected Essentials" training program in 13 cities across the state. These are free, one-day workshops that cover the fundamentals of city government for both new and returning elected officials, as well as city staff.

The LOC is respectfully requesting your help in promoting these trainings. If possible, we would like to have [this flyer](#) included in your council's agenda packet as an FYI. Attendance has historically been very strong at these trainings, and seating is limited.

If including the attached flyer in your council packet is feasible, the LOC would appreciate receiving a copy of the packet. This will help us track which cities are helping with our promotion efforts and how that resulted in statewide participation by our member cities.

For more information, including the full schedule, here is a link to the Elected Essentials page on our website:

<http://www.orcities.org/Training/ElectedEssentials2018/>

We look forward to seeing you and your city representatives at one of our upcoming "Elected Essentials" trainings!

Best Regards,  
Mike



**Mike Cully, Executive Director**

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[mcully@orcities.org](mailto:mcully@orcities.org)

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# ELECTED ESSENTIALS WORKSHOPS

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**Dates and locations:**

November 28 – McMinnville  
 November 29 – Tigard  
 November 30 – Hood River  
 December 5 – Manzanita  
 December 6 – Waldport  
 December 12 – Monroe  
 December 12-13 – Hermiston  
 (two evening sessions)

December 13 – Bandon  
 December 13 – Klamath Falls  
 December 14 – Grants Pass  
 January 10 – Sisters  
 January 18 – Baker City  
 January 23 – Salem

**SEATING IS LIMITED – REGISTER NOW!**

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## Tentative Agenda for All-Day Elected Essentials Program

- |                         |  |
|-------------------------|--|
| 7:30 a.m. – 8:15 a.m.   | Registration & Continental Breakfast.                                  |
| 8:15 a.m. – 8:30 a.m.   | Welcome and Introductions.   |
| 8:30 a.m. – 9:15 a.m.   | Council Responsibilities.  |
| 9:15 a.m. – 10:30 a.m.  | Ethics.  |
| 10:30 a.m. – 10:45 a.m. | Morning Break.   |
| 10:45 a.m. – 11:45 a.m. | Public Meetings.   |
| 11:45 a.m. – 12:30 p.m. | Public Records.  |
| 12:30 p.m. – 1:15 p.m.  | Lunch.   |
| 1:15 p.m. – 2:45 p.m.   | Workshop on Achieving & Maintaining High-Functioning Governing Bodies. |
| 2:45 p.m. – 3:00 p.m.   | Afternoon Break.   |
| 3:00 p.m. – 3:45 p.m.   | Region-Chosen Session #1.  |
| 3:45 p.m. – 4:30 p.m.   | Region-Chosen Session #2.  |

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

Case Numbers associated with Cascade Locks				Call Type Breakdown	
Case #	Date	Officer	Call Type		
S180902	10/11/18	17	ASLT	5 911	
S180881	10/04/18	10	JUV	5 AC	
S180882	10/04/18	10	OFCR	3 ALARM	
S180919	10/18/18	87	PROP	1 AOA	
S180908	10/13/18	15	SAR	2 ASLT	
S180928	10/21/18	14	SUSP	3 ASSIST	
P181032	10/21/18	14	SUSP	2 CE	
S180930	10/24/18	27	SUSP	1 CIVIL	
S180897	10/10/18	19	THEFT	1 DOM	
S180909	10/14/18	28	THEFT	9 FU	
S180888	10/07/18	10	WS	2 HV	
S180941	10/28/18	17	WS	7 INFO	
				1 JUV	
				1 MAR	
				1 MENT	
				1 MSG	
				1 MVC	
				13 OFCR	
				2 PROP	
				1 PROWLER	
				4 PS	
				1 RFA	
				1 SAR	
				31 SUSP	
				1 SV	
				2 TA	
				4 TC	
				5 THEFT	
				2 TRES	
				2 VAND	
				50 VEH STOP	
				1 WELF	
				6 WS	
<b>Total</b>	<b>12</b>			<b>172</b>	<b>Total</b>

Total Number of Cascade Locks patrols

62

Total Calls for Service

(includes followup, OFCR initiated, agency assist, SAR, etc.)

172

Hours worked by Deputy Economou (17)

68.1

Hours worked by other personnel

122.57

  
 Brian Rockett, Undersheriff



**CITY of CASCADE LOCKS — Tourism Committee Meeting**  
TOURISM COMMITTEE MEETING, Monday, October 1 , 2018 , 6:00 PM Council Chambers

1. Call Meeting to Order & Roll Call.

The meeting was called to order by Chairman Debbie Fine at 6:04 PM. Attending: Chairman Debbie Fine, Vice Chairman Cindilee Baseman, TM Barbie Daniel, TM Steve Anderson and TM Sherry Seaman. Also present, Gordon Zimmerman, City Administrator; Bernadette Murray, Tourism Support Staff. In attendance were Jason Waicunas, of PCT Days, and Kathy Tittle.

2. Amendments to the Agenda.

None.

3. Comments from general public.

Jason Waicunas of PCT Days spoke of about the summer festival what is working and what needs improvement. The sponsorship and activities all went well. He had the best feedback of any year. He came to answer any questions that we might have, and request that we repeat our headline sponsorship next year. The advertising that we placed about PCT Days was successful. He thanked the Tourism Committee for that effort, and talked about the success of our booth with the time capsule, bandanas, the spin-to-win bike and selfie booth, drawing a good crowd. Chairman Fine remarked that perhaps our booth would have more traffic if it moved up a bit. Discussion was held about possible registration. In the future, perhaps there might be a suggested donation for entry, going to the Oregon Food Bank. Jason, Thunder Island Brewing and Widmer Brewing teamed up to make a special PCT Lager,

4. Discussion/Declaration of Potential Conflicts of Interest

None.

5. Approval of minutes.

Approval of September 4, 2018 minutes. TM Daniel motioned to approve, TM Seaman seconded. All in favor. Motion carried.

6. Approval of Financials.

None.

7. Approval of Bills

Lorang Studios, \$100 for the stars. Wind River Publishing, \$855 for Skamania Visitor's Guide. OTE, \$75 for the MF Kiosk, now billed by Certified Folder. Spin-to-win bike, \$140 and bike stand \$150, previously voted on and approved.

8. Staff Report. The PCT Monument is in the ground. As soon as it was in the ground hikers have been coming to see it. I group of 7 who had finished the trail came to see it with champagne. In checking with our Certified Folder contract, we do not any distribution in the East. The Columbia Gorge Express goes tot he Fall schedule soon. In communication with ODOT trying to get the bus stop moved. Staff discussed the drivers announcing and sharing information with riders. Travel Oregon survey is coming to a close soon, please participate. Gambler 500 will be Saturday. Shelley and Kim will prepare breakfast. Staff met with AJ of Gorge Pedal, and discuss getting help with permissions and communication. Directed him to get in touch with the Paula Harkin and Chad Sperry to share information. In the news today was a suggested daily paid parking pass in the gorge. Any help in collecting prizes for the Gambler is welcome. CBS Morning News featured the piano concert in the quarry. Gordon shared that it was sponsored by the Warm Springs. They provided headsets to listen tot he music in nature.

9. Port Report.

None.

10. Old Business

- A. PCT Monument up in time for the 50th Anniversary of the National Trails Systems. Grass will be planted soon.
- B. Columbia Gorge Express. Update on the papers that need to be signed and turned in. A Bus Shelter is needed when the stop is moved. The addition of a kiosk with map and information needs to be developed, where we can distribute local brochures.
- C. Gambler 500. Be there for breakfast at 4:30 AM. The Tourism Committee will meet and take shifts to man the table. Bring our spin to win bike, prizes and materials. TM Anderson will pick up hot boxes and other needs at the Restaurant store.

11. New Business

- A. 1859 Magazine. TM Daniel motioned that we participate in upcoming issue with a half page ad featuring the monument. They are offering us a discounted rate, \$995. The ad will be in a two page spread, featuring other Cascade Locks businesses. The motioned was seconded by TM Seaman, all in favor, aye.
- B. Shoulder Season Ideas.
  - Mud race, reaching out to an organizer bike, mud obstacle course, run.
  - Disc Golf Tournament.
  - Car shows
- C. CGTA Summit, October 29 to 30. Reservations needed for Deb, Cindilee, Steve and Sherry. October 30, 8 AM to 4 PM, in the Dalles. TM Daniel motioned to send staff and 3 Committee Members, at a cost not to exceed \$50 each. Motioned seconded by TM Anderson, all in favor, aye.

12. Upcoming events:

- A. Magical History Tour, October 5, 2018.
- B. Gambler 500, October 5 to 7, 2018

13. Tourism Committee Member Reports

- A. Debbie Fine. None.
- B. Cindilee. None.
- C. Barbie Daniel. None.
- D. Steve Anderson. None.

14. Next Meeting Date & Time: Meeting Date & Time: Tuesday, November 4, 2018, 6 PM at Council Chambers

15. Adjournment. Motion made by TM Daniel to adjourn the meeting. Motion seconded by TM Anderson. Chairman Fine adjourned the meeting at 7:59 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.

1. **Call to Order/Pledge of Allegiance.** The JWGED meeting was called to order at 7:00 PM. Present were CM Deanna Busdieker, CM Richard Randall and PC Brad Lorang chaired the meeting in the absence of PP Jess Groves. Also present were PM Paul Koch, CA Gordon Zimmerman, Mount Hood Community College (MHCC) Representative Doug Scribner and Deputy Recorder Marilyn Place. Mayor Tom Cramblett and Citizen Members Bernard Seeger and Gary Munkoff were absent.
2. **Welcomes and Self-Introductions** All in the room introduced themselves.
3. **Adoption of meeting minutes of August 30, 2018. Motion:** CM Busdieker moved to approve the minutes, seconded by CM Randall. The motion passed unanimously.
4. **Citizen Input.** None.
5. **City/Port Issues:**
  - a. **City economic development activities.** CA Zimmerman said the City Council meetings are now being live streamed via YouTube. He said there is a small broadcast delay but basically it's real time.

CA Zimmerman said the City was awarded a \$20,000 grant from Travel Oregon to complete the Gorge Hub project. He said the project will be a complete overhaul to Over Look Park and the parking lot where the Post Office is. He said the Post Office mail box will be moved off the street into the parking lot so the driver can access the outside mail box. He said bathrooms and showers will be added for PCT hikers, the existing pergola will be refurbished and new landscaping and picnic tables will be put in.

CA Zimmerman said the total assessed value for Cascade Locks is \$99,259,815 and in 2010 we were at \$62,000,000. He said Cascade Locks has grown 60% in nine years as far as assessed value is concerned. He said estimated tax collected this year will be \$268,000 and we are the fastest growing taxing district in the County. He said that can be attributed to the work the Port and the City have done to bring housing and businesses here.

CA Zimmerman said there is a program called the Rural Economic Development Loan and Grant Program from the USDA. He said up to one million dollars in loans can be requested and applied to business incubators, development assistance to community nonprofits, facilities and equipment to medical care for rural residents and other similar projects. He said the requirement is it goes through the electric utility, meaning the utility has to pay back the loan if the grant recipient cannot.
  - b. **Port economic development activities.** PM Koch said the proposed Museum Center and Pony Complex will be the topic of discussion at the Museum meeting in the Port Pavilion on Monday, October 29<sup>th</sup>. He said there will be refreshments and raffle prizes during the meeting.

PM Koch said the Bridge of the Gods (BOG) Magazine will give local businesses a publication they can advertise in for free. He said the magazine will be distributed in Tri Cities, Portland, Seattle and throughout the Gorge.

PM Koch said the Port is in the final stages of negotiating a medical doctor's office in Cascade Locks. He said they have been looking at the Cascade Locks Elementary School as a possible location for the office.

PM Koch said next Thursday night the Port Commission will approve the MOU with Pfriem and then they will begin moving forward on their expansion in Cascade Locks.

PM Koch said from this year's budget the Port is building a public access road to the fisherman area off of Herman Creek which will have parking and portable public restrooms. He said the same thing will be done at the cove off Industrial Park Way.

PM Koch said the Port Commission is in the final stages of interviews for the Deputy General Manager position and the final interviews will be November 7, 2018.

PM Koch said the Port is going to the E Board for \$900,000 intended for engineering+

+ the Bike Pedestrian crossing on the BOG. He said Senators Thompson and Kortney had directed the Port to apply for that money and the Port is working with ODOT to put the presentation together.

PM Koch said by the end of February, 2019 the Transponders will be in use for tolls on the BOG and the toll both will only be used for those who need to pay cash.

6. **Reports from Other Agencies.** MHCC representative Doug Scribner said he has a new boss who is overseeing the Workforce Development Department and he's hopeful his new boss will give him more items to report at the JWGED meetings.
7. **Other Matters.** None.
8. **Next Meeting:** It was determined that JWGED should break until the fourth Thursday in January, 2019 which will be the 24<sup>th</sup>. **Motion:** CM Busdieker moved to resume the meetings on January 24, 2019, CM Randall seconded. The motion passed unanimously.
9. **Adjournment.** The meeting adjourned at 7:50PM.

Prepared by  
Marilyn Place, Deputy Recorder

APPROVED:

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Jess Groves, Port President

1. Call Meeting to Order. Chair Larry Cramblett called the meeting to order at 7:00 PM. Planning Commission members present were Catherine Adler, Virginia Fitzpatrick, Gary Munkhoff, Todd Bouchard, and Larry Cramblett. Also present were Planning Consultant Stan Foster, City Recorder Kathy Woosley, Elizabeth Betts, and Butch Miller. City Administrator Zimmerman joined the meeting at 7:24 PM.
2. Approval of July 12, 2018 Minutes. PCM Munkhoff moved, seconded by PCM Adler, to approve the minutes. The motion was approved unanimously.
3. New/Old Business:
  - a. Public Hearing: Terry Ryan - Variance LU 18-010. Chair Cramblett opened the hearing at 7:03 PM. He and PC Foster briefed the audience on the hearing procedures. PC Foster gave the staff report and recommended approval of the variance subject to Planning Commission deliberation and consideration of the findings presented in the staff report. PC Foster reminded the Planning Commission that this is not a hearing for a Planned Unit Development. He suggested they voice their concerns with a PUD in case that does come before the Planning Commission at a later date.

Applicant's Testimony: Elizabeth stated that the southern portion of the lot is steep and forested and cutting trees and into the slope would be expensive and, environmentally, the wrong thing to do and would create a geological hazard. She suggested Mr. Ryan apply for a variance in order to develop the parcel without getting into the sloped area and the natural drainage area. Elizabeth said keeping the development on the lower portion of the lot will provide more than the required amount of open space. She said she submitted a proposed plan for a PUD showing what the development might look like with the size of the private road and fire truck turn around. She said this is a responsible economic development and makes sense to seek the variance.

PCM Munkhoff asked the size of the lots. Elizabeth said in the concept presented they are roughly 30 x 75 square foot lots. PCM Fitzpatrick asked if the development was for townhouses. Elizabeth said one proposal would be a development for townhouses.

Chair Cramblett asked if there were any proponents or opponents. Hearing none he closed the hearing at 7:17 PM.

Planning Commission Deliberation: PCM Munkhoff said he did not see an actual need for a variance as the same lot sizes are permissible in the Medium Density Residential zone under the zero-side yard provision. PC Foster and PCM Munkhoff discussed the code requirements for lot sizes in the MDR zone. PCM Adler asked about the noticing. PC Foster explained that notices were sent to everyone within 250' of the property.

Chair Cramblett said this property is in an area where people bought several acres to build one home. He said he wanted this area to be an area with a single home and space. He brought up Harmony Heaven PUD and it being changed from tiny 30' lots to larger lots with single family homes built on at least two of the lots. He said the proposed development is not a good fit for this area. Chair Cramblett said the property would be best suited for one or two nice homes.

PC Foster explained that conditions of approval can be added to Planned Unit Developments that would be different from previous PUD's. He explained the Planning Commission has the ability to put conditions and restrictions on PUD's. PC Foster said he didn't think Mr. Ryan wanted to build one or two homes but wants to get a reasonable return for his investment. He reminded the Planning Commission that this hearing is for a variance and a PUD would be another application and public hearing.

PCM Munkhoff said he still did not see the need for the variance when zero-side yard is permissible in the MDR zone with the same size lots as would be proposed with townhouses. He said this would create

a similar situation to the Katani development that has access problems due to narrow roads and cars parked everywhere. PCM Munkhoff said he didn't see giving up the subdivision rules for a variance that is not needed. He said the same result can be achieved by applying for a subdivision.

CA Zimmerman explained the variance is for acreage, not lot size, or anything else. He said a development under the subdivision rules would force the development into the hill side. PCM Munkhoff explained that if the applicant comes in with narrow roads on a PUD proposal and the Planning Commission rejects it, they will be wasting their time and money. He said the rules are clear for a subdivision but not clear for a PUD. He said it isn't necessary in this case. PCM Munkhoff explained that if the Planning Commission denies the variance the applicant will present a subdivision development knowing what the rules are. CA Zimmerman said staff steered the applicant toward a PUD to meet their desires for development of the land.

PCM Munkhoff asked why the applicant was seeking a PUD instead of subdivision. Elizabeth said a lot of it was the 50' right of way that is required with a subdivision and minimum lot depth. She said there were several issues that made this property easier to develop with a PUD versus the subdivision. She said a concept was included at the Planning Consultant's suggestion. She said there have been many concepts for this piece of property. PCM Munkhoff said there is room for a 50' road. Elizabeth said there is room but if pushing the development south you would be in the drainage ditch. She said she didn't want to touch the steep slope or the natural drainage. PCM Munkhoff said he thought he could get 10 lots with a 50' road in that space. Elizabeth said the road has to come in where it is on the submitted concept and if you put in a 50' road you would be into the natural drainage channel and further south would push into the slope. CA Zimmerman explained that a 30' private road is 30' of pavement and a 50' right of way is 28' of pavement. He said sidewalks can be put on the lot. He said this is more doable than a 50' right of way. PC Foster said a private development results in the Home Owners Association taking care of the road and sidewalks. PCM Munkhoff said it will be a problem if plowing and maintaining a private road and sidewalks is left up to the home owners. Elizabeth said the only way to control that is with Codes, Covenants and Restrictions. She said she wanted to clarify that 30' pavement would be at whatever the private road standard is and not sure that is 30'. PCM Munkhoff said it isn't in the best interest of the City to forego a 50' right of way and a hammerhead.

PCM Bouchard said Cascade Locks needs affordable housing. He said the townhouses that Osprey built were the first to sell. He said he is supportive of the variance request. He said a proposal for a PUD would have to come before the Planning Commission for review. He said a variance to allow a PUD will give the developer options for a good development. PCM Bouchard moved, seconded by PCM Munkhoff, to approve the variance. The motion passed unanimously. PC Foster asked if that motion included the conditions of approval as listed in the staff report. PCM Bouchard amended his motion to include the conditions of approval. PCM Munkhoff agreed. The motion passed unanimously.

4. Public Comment. None.
5. Adjournment. Chair Cramblett adjourned the meeting at 8:05 PM.

Prepared by  
Kathy Woosley, City Recorder

APPROVED:

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Larry Cramblett, Chair