

2024 Transportation Growth Management Grant Application

Instructions

Be sure to download and review the [2024 Application Packet](#) before filling out this grant application.

You can save your progress and revisit this form at any time by clicking the "Save" button at the bottom of the page.

Applications must be received by July 31, 2024 at 11:59 p.m. (PDT)

Applicant information

Instructions: Complete this information for the applicant. Provide both a designated contact and an authorized representative (if different than the designated contact) for your entity.

Response instructions are on page 9 of the 2024 Application Packet.

Primary applicant jurisdiction

City of Cascade Locks

Mailing address

PO Box 308

Address Line 1

Address Line 2

Cascade Locks

City

Oregon

State

97014

Zip Code

Website

<https://www.cascade-locks.or.us>

Contact person name

Jordon

First

Bennett

Last

Contact person title

City Administrator

Contact phone

(541) 374-8484

Contact email

jbennett@cascade-locks.or.us

Name of person empowered to sign the agreement with ODOT, if different from the applicant contact

First

Last

Title of above named person

Phone

Email

List co-applicants (if a joint project)

List co-applicants (if a joint project)

Providing match?

Upload your resolution or authorized letter with associated meeting minutes from the governing body of applying jurisdiction(s) here:

Authorization Letter - Approved.pdf

July 8 2024 Minutes.pdf

PDFs only. Max 2mb per file.

Project information

Response instructions are on page 10 of the 2024 Application Packet.

Project title

Transportation System Plan Development

Project area: Using either of the two fields below, attach a map of the project area or describe the area your project is located in.

Option 1: Project area map

PDFs only, 1 file maximum, 2mb file size limit.

Option 2: Project area description

The entire jurisdiction of the City of Cascade Locks and immediate surrounding areas

ODOT region (1-5)

[ODOT Region Map](#)

Region 1

Refer to the region map if you are unsure of your region.

Type of grant

Category 1: Transportation System Planning

Summary description of project

This project will fund the development of a new Transportation System Plan (TSP) for the City of Cascade Locks, to address 25 years of exponential residential, commercial, and tourism growth experienced since the adoption of the last TSP in 2001. Cascade Locks must develop a multi-modal transportation plan that can deal with recent dramatic increases in housing units and the daily impacts of 4000+ tourists on the historic state highway running through the City’s center, as well as the increasingly complex demands caused by growing bicycle and pedestrian tourism within the Columbia River Scenic Area. A new TSP is also needed to implement the City’s newly adopted Strategic Plan and (ongoing) Downtown Revitalization Plan.

Describe the purpose of your project and how the expected outcomes will address a transportation problem, need, opportunity, or issue. (Maximum characters: 750)

Project cost table

Response instructions are on page 11 of the 2024 Application Packet.

TGM funds requested for the work identified in Criterion 3	Consultant \$225,000.00	Local reimbursement \$0.00	Total TGM funds requested \$225,000.00
---	-----------------------------------	--------------------------------------	--

Local match **Minimum Match (Calculated)**
\$25,752.26
Approximately 11.5% of requested funds

Match to be provided	Labor, supplies and services during project \$12,000.00	Payment when Intergovernmental Agreement is signed \$13,752.26
-----------------------------	---	--

Total Match to be Provided
\$25,752.26

Award criteria

Criterion 1: Proposed project addresses a need and supports TGM objectives (up to 40 points)

The application demonstrates the proposed project clearly and effectively addresses a local or regional transportation or transportation-related land use issue, problem, need, or opportunity and will achieve one or more of the TGM Objectives.

Response instructions are on page 13 of the 2024 Application Packet.

What is the transportation or transportation-related land use issue, problem, need, or opportunity the proposed project will address?

The existing 2001 Cascade Locks TSP was heavily influenced by an anticipated casino development on the east end of town. However, the casino and the projected accompanying swift surge in population and revenue never happened, and much of the expected transportation system development did not occur. Although that casino never came to fruition, Cascade Locks has seen substantial residential and modest commercial growth since 2001, much of it in areas that are underserved by pedestrian and bicycle infrastructure. We have also experienced substantial growth in both vehicular-based and hiking/biking-based tourism through ongoing efforts to revive the historic highway and Pacific Crest Trail. We now have a community experiencing significant growth and demand with an outdated and insufficient transportation system. A new TSP will allow the City the opportunity to plan for and provide a variety of safe and affordable transportation options for locals and visitors.

Recent housing development has occurred on the east end of town, over 1.5 miles from the city center and the grocery store, school, restaurants, hair salons or city services located there. No safe or reliable multi-modal transportation options exist to these residential areas. The only public transit stop is on the west end of town, over 2 miles away from this residential growth. An updated TSP will provide needed guidance for increasing bicycle and pedestrian connectivity throughout the whole town.

Cascade Locks also suffers from two major traffic congestion pinch points. The first one is the only entrance and exit to Marine Park and the boat launch operated by the Port of Cascade Locks. Marine Park is one of the top destinations for the growing numbers of tourists to this area. With the addition of the proposed full-service restaurant and American Cruise Lines port it will only get worse. The second pinch point is the entrance and exit to the Bridge of the Gods. The lack of a left turn lane on WaNaPa, lack of multiple lanes leading up to the bridge and cross traffic trying to access I-84 results in single lane traffic backed up through the entire town. An updated TSP will provide strategies to mitigate congestion at each point while promoting tourism growth.

Since 2001 Cascade Locks has become a tourist destination for wind surfing, trail hiking/biking, and river cruises. The City is working to capitalize on this development. They have completed a long-term strategic plan and are currently working on a downtown development plan. The updated TSP will support both these plans by increasing accessibility, promoting multi-modal connectivity, and developing street and access management standards for arterial and collector streets to ensure safe travel while enhancing the character of the historic highway and encouraging economic development.

Maximum characters: 3,000 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

What are the proposed Project Objectives? How will the Project Objectives achieve one or more of the TGM Objectives?

City's objectives will be:

- Update the capital projects list, estimated costs and funding opportunities
- Explore all options for creating safe and efficient modes to cross town beyond personal vehicles
- Plan for vehicle, rail, and air system improvements to support economic growth
- Work with ODOT to develop and integrate programmatic goals for the Historic Columbia Highway
- Integrate the Pacific Crest Trail, Columbia Gorge Historic Highway Trail and other tourism growth opportunities
- Integrate the results of Strategic and Downtown Revitalization plans
- Explore locations, partnerships, and funding for a transportation hub for local and regional travel

Maximum characters: 3,000 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

Criterion 2: Proposed project is timely and urgent (up to 25 points)

The application demonstrates timeliness and urgency. The project is needed now to:

- address pressing local transportation and land use issues
- make amendments to local plans or regulations necessitated by changes in local conditions or in federal regulations, state requirements, or regional plans
- build on, complement or take a necessary step toward completing or implementing other high priority community initiatives, including Governor's Regional Solutions Team priority
- resolve transportation or land use-related issues affecting the project readiness of local, regional or state transportation projects for which funding is expected to be obligated within the near future

Response instructions are on page 15 of the 2024 Application Packet.

Why is it important to do the proposed project in this grant cycle?

Cascade Locks must update its TSP within the next few years to address significant accessibility, connectivity, and equity issues within the city's current transportation system, and to capitalize upon regional and state investments that have caused rapid growth in multi-modal tourism to the Columbia River Gorge.

A lack of transportation options has created a disconnect between the residential and industrial growth on the east end of town and the commercial center at the west end of town. Although exact numbers are not known, personal vehicle, semitruck, pedestrian and bicycle traffic have increased on an aging road not designed for current traffic load, forcing individuals to risk danger by biking or walking, or to take their personal vehicles because there is no public transit option.

In addition, the state's highly anticipated Historical Columbia River Highway Trail will be completed and open and advertised to hikers and bicyclists across the world within the next two years. The trail runs right along the historic highway, the same route that cannot handle the current traffic load safely. To ensure the safety of locals and visitors and enhance the tourism growth of Cascade Locks and the region, it is imperative to update traffic projections and design system modifications that can address growing multi-modal use. To capitalize upon recent state investments in the historic Columbia River Highway, it is also imperative to integrate the programmatic agreement for the historic highway into the City's TSP.

The growth of Cascade Locks is not slowing down. Final platting of a 45-unit subdivision will occur in 2024; a smaller 6-unit subdivision is in progress; and both the Port and the City recently completed strategic plans focused on economic development and growth. Without an updated TSP, Cascade Locks's transportation system will continue to become more and more disconnected from the city's reality, hindering the growth of the city and the region.

The residents of cascade Locks have always been passionate about the health and future of the Community. However, the recent influx of new residents has increased that passion. The time is now, to work with all residents to ensure everyone sees the Cascade Locks they want.

Maximum characters: 2,500 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

What local actions are needed to move the proposed project forward? Have these actions been taken and if so, when? If those efforts are underway, when will they be completed?

No local action is needed at this time

Maximum characters: 1000 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

How does the proposed project relate to other planning efforts, developments, or initiatives? Which of those are completed, underway, or waiting on the completion of this project?

Cascade Locks adopted a strategic plan in January 2024 to promote the long-term growth of the City. The first action was to develop a downtown revitalization plan. The City is in the beginning stages of developing that plan with assistance from Oregon DLCD and University of Oregon. The downtown plan should be completed by the time the TSP project begins. The Port of Cascade Locks also recently complete their own strategic plan. All three plans will used as guides to develop projects within the TSP.

Maximum characters: 1000 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

Criterion 3: Proposed project approach supports policy decision (up to 20 points)

The application demonstrates a clear approach to achieving the expected outcome and includes consideration for adoption. Where substantial coordination with other local, regional, and state planning efforts will need to occur, the mechanisms and responsibilities for the coordination are clear.

Response instructions are on page 16 of the 2024 Application Packet.

Tasks and deliverables table

What are your proposed tasks and deliverables

Task 1 – Project Kickoff (Months 1-3) \$42,752

Introduce project to City Council

Create Technical Advisory Committee (TAC) consisting of residents and partner agencies

Review 2001 TSP

Hold kick off meeting

Establish direction and goals of project

For each project task, describe the major deliverables and who is responsible for its preparation, decisions to be made, and expected timeline. Clearly identify which local plans or regulations the final document(s) will create, amend or update and which entity or entities will need to take action to adopt them.

Task 2 – Community and Stakeholder Engagement (Months 1-15) \$32,000

Work with consultants and TAC to develop an engagement strategy

Develop list of priority stakeholders

Create interactive options for residents to participate

Consultants will work with staff and TAC to execute multi-lingual engagement strategy

For each project task, describe the major deliverables and who is responsible for its preparation, decisions to be made, and expected timeline. Clearly identify which local plans or regulations the final document(s) will create, amend or update and which entity or entities will need to take action to adopt them.

Task 3 – Review current system and needs (Months 4-6) \$42,000

Consultants and city staff will review and inventory current conditions of all transportation modes

Consultants and city staff will work with TAC and stakeholders to identify transportation needs

For each project task, describe the major deliverables and who is responsible for its preparation, decisions to be made, and expected timeline. Clearly identify which local plans or regulations the final document(s) will create, amend or update and which entity or entities will need to take action to adopt them.

Task 4 – Projects Development (Months 7-8) \$37,000

Consultants and City staff will work with TAC and stakeholders to develop multi-modal project lists

Potential projects will be vetted with the community and priority projects identified

Development of evaluation and performance measures for each priority project

For each project task, describe the major deliverables and who is responsible for its preparation, decisions to be made, and expected timeline. Clearly identify which local plans or regulations the final document(s) will create, amend or update and which entity or entities will need to take action to adopt them.

Task 5 – Funding strategies (Months 8-9) \$17,000

Consultants will work with city staff to develop and researching fund options for each of the priority projects

For each project task, describe the major deliverables and who is responsible for its preparation, decisions to be made, and expected timeline. Clearly identify which local plans or regulations the final document(s) will create, amend or update

and which entity or entities will need to take action to adopt them.

Task 6 – Draft Plan Development (Months 8-10) \$22,000

Consultants and city staff will work with TAC and stakeholders to develop street cross sections and access management standards for arterial and collector streets

Consultants and city staff will work with ODOT and TAC to integrate programmatic agreement for historic highway into street standards for WaNaPa

Consultants will incorporate products from Tasks 1-6 into a draft TSP for public review and comment.

For each project task, describe the major deliverables and who is responsible for its preparation, decisions to be made, and expected timeline. Clearly identify which local plans or regulations the final document(s) will create, amend or update and which entity or entities will need to take action to adopt them.

Task 7 – Draft TSP Presentation and completion (Months 10-11) \$25,000

Create a draft TSP for review and comment by Technical Advisory Committee

Provide public opportunities to review and comment on draft TSP

Consultants and city staff will integrate comments into final draft TSP

For each project task, describe the major deliverables and who is responsible for its preparation, decisions to be made, and expected timeline. Clearly identify which local plans or regulations the final document(s) will create, amend or update and which entity or entities will need to take action to adopt them.

Task 8 – Adoption of TSP (Months 12-15) \$21,000

Adoption process will be led by City Recorder

City Recorder will schedule the required hearings before Planning Commission and City Council

Consultants and city staff will develop draft ordinance and findings for adoption of the TSP

Consultants will work with staff throughout all hearing processes

For each project task, describe the major deliverables and who is responsible for its preparation, decisions to be made, and expected timeline. Clearly identify which local plans or regulations the final document(s) will create, amend or update and which entity or entities will need to take action to adopt them.

How will the project approach support investment decisions for Safe Systems, Climate Action, and Equitable Outcomes?

Although we are unable to completely eliminate the reliance on personal vehicles, the city hopes the TSP will allow for significant investment in mass transit and pedestrian and bicycle transportation solutions.

Expanding these modes of transportation will relieve pressure on the estimated 27% of residents who live at 150% of the poverty level or below (2020 US Census) and allow them to travel to, from, and within the city without undue financial stress or fear.

A reduction in personal vehicle reliance will also reduce the climate footprint of Cascade Locks. This goal goes hand in hand with the Columbia River Gorge Commission's priority climate change mitigation and prevention.

Finally, a robust, multi-lingual community involvement plan will ensure all sections of Cascade Locks' population are heard and have a say in the plan.

Maximum characters: 1000 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

If adoption hearings will be held as part of a larger project, when will that be and as part of what project? (optional)

Maximum characters: 500 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

Criterion 4: Proposed project has community support (up to 5 points)

The application demonstrates that there is local support for project objectives, a commitment to participate, and a desire to implement the expected outcome.

Response instructions are on page 17 of the 2024 Application Packet.

Upload letters of support here

Cascade Locks TGM Grant Letter of Support Template(1)_signed.pdf

LOS HRCSD - Cascade Locks TGM.pdf

2024.07.16 Support Letter City of Cascade Locks Transport System Plan.pdf

Letter of Support, transportation plan.pdf

Letter of Support - City of Cascade Locks 2024_GCC.pdf

Letter of Support - Volunteer Fire Association.pdf

PDFs only. Max 2 mb per file.

Criterion 5: Proposed project sponsor is ready and capable (up to 10 points)

The application demonstrates that the local government is ready and able to begin the project within the TGM timetable and that there is local commitment and capability to manage and complete the project. The application demonstrates, if applicable, successful performance on previous TGM projects.

Response instructions are on page 18 of the 2024 Application Packet.

Describe the experience and availability of key staff

Cascade Locks has a strong record of utilizing grant funding to complete significant projects, including \$4 million for a water system update and another \$4 million for a wastewater update, and \$500,000 for a park plaza and bike hub renovation. City Recorder Woosley has been with the City for 29 years and has a solid grasp on transportation and land use policies. Public Works Supervisor Price has been with the City for 15 years and has a comprehensive grasp of the City's needs and logistics. City Administrator Jordon Bennett has been with the City for 2 years and has the needed experience to lead the project's technical advisory committee and outreach program, having lead the Strategic Plan and Downtown Revitalization Plan processes. Along with City Administrator Bennett, City Recorder Woosley and PW Supervisor Price will work with consultants to provide the necessary oversight for the TSP's development and provide the dedicated time needed to work with the chosen consultants and Technical Advisory Committee.

Maximum characters: 1500 | (Text box automatically expands. Click and drag right-hand corner of text box

to manually expand it.)

Explain how the applicant has the capacity to scope the proposed project during the next 15 months and manage it to completion within 3 years

City Administrator Bennett and City Recorder Woosley will lead the efforts from TGM application to Council adoption. Both will work in partnership with our contracted vendors who provide GIS, engineering and planning services and who will support ODOT and the consultants however needed.

Maximum characters: 1500 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

If applicable, list applicant’s TGM projects within last 10 years and their status

If applicable, list local jurisdiction’s TGM projects within last 10 years and their status

TGM File Code	Project Title	Status
300 character limit.		

Bonus points: Housing (up to 10 points)

Response instructions are on page 19 of the 2024 Application Packet.

How will the adoption of the final document(s) address barriers to a broad range of housing types and affordability or work to link the location of future workforce housing to walkable/bikeable areas with good transit?

The City is currently broken into 4 zones spanning 2.5 miles: the downtown commercial center; the middle of town, dominated by the state airport and light residential; new housing on the east end of Forest Lane; and the industrial zone on the far east end of town. The only safe, efficient way to easily traverse these zones is by personal vehicle. An updated TSP will break down the barriers between these zones, making the distance between home and work irrelevant.

Maximum characters: 500 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

Required forms

Title VI: Racial & Ethnic Impact Statement form
Racial-Ethnic-Impact-Statement - Completed.pdf

[Download the Racial & Ethnic Impact Statement form here](#)

PDFs only. Max 2 mb per file.

Certifications

Response instructions are on page 20 of the 2024 Application Packet.

Eligibility criteria

- This application demonstrates a clear transportation relationship
- This application demonstrates adoption of products to meet project objectives
- This application demonstrates the support of local officials

Preparation of application

- This application was prepared by staff of the primary applicant or staff of one of the involved jurisdictions
 - This application was prepared by the following COMPENSATED consultant (indicate below)
 - This application was prepared by the following UNCOMPENSATED consultant (indicate below)
-

Would you like to receive TGM news and updates?

Yes No I am already subscribed

Clicking "Yes" authorizes us to add your email to our e-newsletter mailing list. You can unsubscribe at any time.

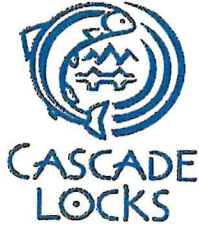
Today's date

7/31/2024

If you encounter any issues with the submittal process, please contact:

Rachael Levasseur
Planning Section Web Coordinator
Rachael.LEVASSEUR@odot.oregon.gov

"The Heart of the Columbia River Gorge"



City of Cascade Locks
PO Box 308 140 SW WaNaPa
Cascade Locks, OR 97014
www.cascade-locks.or.us

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

July 8, 2024

Transportation Growth Management Program
Oregon Department of Transportation
555 13th Street NE
Salem, OR 97301

RE: 2024 TGM Grant Authorization

To whom it may concern,

The Cascade Locks City Council approves city staff to apply for the 2024 Transportation Growth Management grant and enter into an agreement with the Oregon Department of Transportation if Cascade Locks is awarded the grant to complete a new Transportation System Plan for the city.

Respectfully submitted,

A handwritten signature in blue ink that reads "Cathy Fallon". The signature is written in a cursive style.

Mayor Cathy Fallon

WORKSHOP:

1. **Discussion Regarding Minute Taking and Record Keeping.** Mayor Fallon called the workshop to order at 6:30PM. Present were CM's Sean Crompton, Denise Emmerling-Baker, Butch Miller, and Mayor Cathy Fallon. CM Pete Happy was present at 6:35PM. CM Eric Keller was excused. Also present were City Administrator Jordon Bennett, City Recorder Kathy Woosley, Deputy Recorder Marilyn Place, Heather Weaver, Marianne Bump, and Tiffany Pruit. Present via Zoom conference was J. Armstrong, C. Steelman, Pam T.

CA Bennett read his staff report, Meeting Minutes and Official Records. (Exhibit A.)

CA Bennett said he spoke to the City Manager of North Bend who said when North Bend decided to move to digital recordings for minutes, they contacted the Department of Justice who said digital recordings do meet ADA Standards. He said the City will follow that same process. He said the League of Oregon Cities (LOC) indicated the states ORS regards digital recordings as allowed for minute recording.

CM Emmerling-Baker said it would be nice for the City to keep at least one paper copy of minutes.

CA Bennett said listening to the source material from the digital recording would cut down on misinterpretation of intent in the minutes.

CM Miller said he has no problem with digital recordings as the primary means for the minutes.

CM Happy asked if it's possible to have the digital transcript but also leveraging A.I. to provide a written document which could help with publishing to the website and for distribution. CA Bennett said he could look into that.

Mayor Fallon said she is concerned if an individual doesn't have access to a computer or cell phone to listen to the recorded meeting that they have written minutes available.

CA Bennett said he will do more research and present to Council specifically what he finds out with A.I.

Mayor Fallon closed the Workshop at 6:45PM.

REGULAR MEETING:

1. **Call to Order/Pledge of Allegiance/Roll Call.** Mayor Fallon called the meeting to order at 7PM. Present were CM's Sean Crompton, Denise Emmerling-Baker, Pete Happy, Butch Miller and Mayor Cathy Fallon. Also present were CA Jordon Bennett, City Recorder Kathy Woosley, and Deputy Recorder Marilyn Place. Also present were Josh Baker, Heather Weaver, Marianne Bump, Tiffany Pruit, Courtnee Keilman, and Bernard Seeger. Present via Zoom conference was J. Armstrong, C. Steelman, Pam T., POCL, Nan Noteboom, Janice Crane, and B. Wood.
2. **Additions or Amendments to the Agenda.** None.
3. **Adoption of Consent Agenda.** Ms. Tiffany Pruit shared her view of the consent agenda proceedings.
 - a. **Approval of Minutes of June 24, 2024, Council Meeting.**
 - b. **Approval of Charter Review Committee Minutes of June 13, 2024.**
 - c. **Ratification of the Bills in the Amount of \$ 618,314.08.**

d. **Approve OLCC Permit Application for TIB August 15, 2024.** Motion: CM Happy moved to adopt the consent agenda, seconded by CM Emmerling-Baker. The motion passed with CM's Crompton, Emmerling-Baker, Happy and Mayor Fallon voting yes, CM Miller voted no.

4. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** Ms. Tiffany Pruit, Ms. Courtnee Keilman, and Mr. Josh Baker shared their perspectives and issues with Council.

5. **Public Hearings.** None.

6. **Action Items:**

a. **Fill Council Vacancy.** Motion: CM Happy moved to appoint Bernard Seeger to the vacant Council position, seconded by CM Emmerling-Baker. CM's Emmerling-Baker, Happy, and Mayor Fallon voted yes, CM's Crompton and Miller voted no. The motion did not pass.

Motion: CM Miller moved to appoint Courtnee Keilman to the vacant Council position, seconded by CM Crompton. CM's Crompton and Miller voted yes. CM's Emmerling-Baker, Happy and Mayor Fallon voted no. The motion did not pass.

There was consensus of council to extend the application submission time to end of business day on July 17. Applicants will appear in person or virtually at the July 22, Council meeting.

b. **Approve Resolution No. 1506 – Establishing Internal Payments at a 6% from the Enterprise Funds to be paid to the General Fund.** Motion: CM Happy moved to approve Resolution No. 1506, seconded by CM Crompton. CM's Crompton, Emmerling-Baker, Happy and Mayor Fallon voted yes, CM Miller voted no. The motion passed.

c. **Resolution No. 1508 – Charter Amendment Ordinance Put to a Vote of Residents.** CA Bennett said Resolution No. 1508 approves putting the proposed charter to a vote of the residents for approval on the November 5, 2024, ballot.

Motion: CM Emmerling-Baker moved to approve Resolution No. 1508, seconded by CM Crompton. CM's Crompton, Emmerling-Baker, Happy and Mayor Fallon voted yes, CM Miller voted no. The motion passed.

d. **Approve letter authorizing the City Administrator to Apply for a Grant and Sign an agreement with the Oregon Department of Transportation.** Ms. Tiffany Pruit shared her view of the grant application.

Motion: CM Emmerling-Baker moved to approve the letter, seconded by Happy. The motion passed unanimously by CM's Crompton, Emmerling-Baker, Happy, Miller, and Mayor Fallon.

7. **Reports and Presentations.**

a. **Committee Reports.** None.

b. **Tourism – Short Term Rentals.** Ms. Heather Weaver said the Tourism Committee felt there were a few areas that could be improved on the City's Short-Term Rental (STR) ordinance. She said especially concerning licensing fees, safety inspections, and adjustments to the existing ordinance language.

Ms. Weaver said annual STR licensing fees around the state range from \$75 to \$900.

Ms. Weaver said Hood River County requires STR owners to partner with licensed home inspectors for safety inspections. She said the owners schedule and pay for the inspectors directly themselves and provide the city with the inspection information. She said this could be a good option for the City.

Ms. Weaver said Tourism suggests adding language in **Ordinance No. 448** to state fire extinguishers, smoke detectors, and carbon monoxide detectors are required for STR's.

Ms. Weaver said as the City grows more STR's will pop up, which is a great option for visitors.

CA Bennett said staff can add requiring inspections for STR's to the ordinance.

There was consensus of Council to task the Tourism Committee with researching licensing fee options, constructing an inspection list for STR's, and revisions to the ordinance. CA Bennett said the next step would be to give Tourism a date for them to come back to Council with the information. He said an ordinance would need to be adopted by the last meeting in November for it to take effect January 1, 2025. It was determined Tourism will report back to Council at the October 14 meeting.

c. City Administrator Bennett Report. CA Bennett said Council requested a resolution establishing Juneteenth as a holiday for the City which he will present at the July 22 Council meeting.

CA Bennett said he will be off the week of July 29.

8. Mayor and Councilor Comments. CM Crompton thanked the applicants for City Council and encouraged others to run in this November's election for the three seats becoming available.

CM Emmerling-Baker thanked the two candidates that were at the meeting. She thanked the Charter Review Committee, Tourism Committee and Planning Commission. She said Council could not get through the meetings without their help.

CM Emmerling-Baker said the Port and the City's strategic plans all work together with the Downtown Revitalization Plan. She said funds can be accessed through MCEDD for business development.

CM Emmerling-Baker said the University of Oregon Planning Department Lead will be asking for citizen input regarding the Downtown Revitalization Plan. She asked those who are interested could be thinking about what they would like to see happen in Cascade Locks including building, services, traffic, and pedestrian and bike access.

CM Emmerling-Baker thanked all the volunteers, the Port and businesses that have been planning activities for the community. She said every single staff member from the Port worked at the 4th of July celebration in the Marine Park. CM Emmerling-Baker thanked former Council Member Tamara Farrell for her service to Council.

CM Emmerling-Baker said she wanted to remind the community that the City is going to have to spend just under one million dollars to move power lines by McCord Creek.

CM Emmerling-Baker thanked staff.

CM Miller thanked staff for their hard work. He thanked Tiffany, Courtnee and Josh for their comments.

CM Miller said some of the stuff that's being written in the Columbia Gorge News is purely misinformation. He said he was misquoted as a no vote on a single consent agenda item. He said it is customary for him to vote no on the entire consent agenda if there is an item on there that he does not agree with or is opposed to. He said he doesn't isolate the item because it's usually been something previously discussed, and he doesn't want to waste the Council's time. He said he was also singled out in the newspaper on voting no on the budget. He said he voted no because of the

incomplete sewer numbers. He said he was misquoted when giving details regarding a retail space that was formerly a real estate office next to TIB. He said last week he was quoted as saying the map included in the OLCC permit for Albert Nance was an “unclear map.” He said he did not say that. He said that it was a disingenuous map because it omitted the building had two businesses, among other things, associated with it that weren’t shown. He said he invites the Columbia Gorge News reporters to come to the meeting so they can clearly hear what is going on.

CM Happy said he noticed the Columbia Gorge News misquoted Council by saying they increased the utility rates 6% but it was the interfund transfer rate that was raised 6%.

CM Happy said he appreciates everyone’s presentation and input on the workshop for the meeting minutes.

CM Happy said he hopes there are more applicants for the open Council position. He said it’s important for people to see debate and issues being argued through all perspectives before a decision is reached otherwise how can we move forward after that. He said for those who are concerned about the direction the City is going to please apply for the vacant position. He said Council has a goal to fill it and more applications need to be submitted.

Mayor Fallon thanked staff for all their work. She thanked those who came and spoke. She thanked Chief Logan and the Fire Department for everything. She thanked Buddy’s Barcade for the fund-raising event for the Dog Shelter. She said the Pony Party at the Port Marine Park was a lot of fun and thank you to everyone for the team effort to put that on.

Mayor Fallon said a big thank you to the Port of Cascade Locks for the 4th of July celebration at the park.

Mayor Fallon said Tamara Farrell was an asset and she will be missed on Council.

Mayor Fallon said she was able to ask Senator Ron Wyden a question while he was appearing in Hood River last week. She said she asked Senator Wyden about the McCord Creek project and challenges with getting a full-time sheriff in Cascade Locks.

9. **Executive Session if Necessary.** None.

10. **Adjournment. Motion:** CM Happy moved to adjourn, seconded by CM Crompton. The motion passed unanimously by CM's Crompton, Emmerling-Baker, Happy, Keller, Miller, and Mayor Fallon. The meeting adjourned at 8:40PM.

Prepared by,
Deputy Recorder, Marilyn Place

APPROVED:



Council President Pete Happy

July 28, 2024

Ryan Marquardt
Oregon Department of Land Conservation and Development
635 Capitol Street NE, Suite 150
Salem, OR 97301-2564

Dear Mr. Marquardt:

We write on behalf of Columbia Gorge Inn to express our strong support for the City of Cascade Locks' application to the Transportation and Growth Management Planning Grants program. Since the drafting of its last TSP in 2001, the city has experienced significant growth and transformation, and an update to its Transportation System Plan (TSP) is long overdue. With a resident population of around 1,400, Cascade Locks has grown over 25% in the past twenty years and continues to develop with around 100 new housing units scheduled to be built in the next year.

During the busy summer tourist season, thousands of visitors come to town to experience the sights and attractions here in the heart of the Columbia Gorge. This influx puts considerable strain on our existing transportation infrastructure, which struggles to accommodate the increased demand. Traffic congestion, a lack of safe pedestrian crossings, limited active transportation options, and a maxed-out city parking system are all problems.

The TSP process, funded by this grant, will enable the city to address the current inadequacies of its transportation infrastructure and plan for a sustainable future. This plan will review all modes of transportation—vehicle, rail, air, pedestrian, bicycle, and mass transit—to help plan an integrated and efficient system. The new TSP will be a cornerstone of the city's efforts to improve mobility, safety, and accessibility for all residents and visitors, making Cascade Locks a more livable and economically vibrant community.

Thank you for your consideration of the city's application. We are confident that this grant will have a profound positive impact on Cascade Locks.

Sincerely,



Thanh Huynh - Owner

Columbia Gorge Inn

404 Wanapa Street

Cascade Locks, OR 97014

Cell 503-309-4766 | Office 541-374-0015

Fax 866-497-6474



July 24, 2024

Ryan Marquardt
Oregon Department of Land Conservation and Development
635 Capitol Street NE, Suite 150
Salem, OR 97301-2564

Dear Mr. Marquardt:

I write on behalf of the Hood River County School district to express our strong support for the City of Cascade Locks' application to the Transportation and Growth Management Planning Grants program. Since the drafting of its last TSP in 2001, the city has experienced significant growth and transformation, and an update to its Transportation System Plan (TSP) is long overdue. With a resident population of around 1,400, Cascade Locks has grown over 25% in the past twenty years and continues to develop with around 100 new housing units scheduled to be built in the next year.

During the busy summer tourist season, thousands of visitors come to town to experience the sights and attractions here in the heart of the Columbia Gorge. This influx puts considerable strain on our existing transportation infrastructure, which struggles to accommodate the increased demand. Traffic congestion, a lack of safe pedestrian crossings, limited active transportation options, and a maxed-out city parking system are all problems.

The TSP process, funded by this grant, will enable the city to address the current inadequacies of its transportation infrastructure and plan for a sustainable future. This plan will review all modes of transportation—vehicle, rail, air, pedestrian, bicycle, and mass transit—to help plan an integrated and efficient system. The new TSP will be a cornerstone of the city's efforts to improve mobility, safety, and accessibility for all residents and visitors, making Cascade Locks a more livable and economically vibrant community.

Thank you for your consideration of the city's application. We are confident that this grant will have a profound positive impact on Cascade Locks.

Sincerely,

Bill Newton
Superintendent, Hood River County School District

Excellence. Every student. Every day.

Bill Newton | Superintendent
1011 Eugene Street • Hood River, Oregon 97031 • 541-387-5014
www.hoodriver.k12.or.us



July 16, 2024

Ryan Marquardt
Oregon Department of Land Conservation and Development
635 Capitol Street NE, Suite 150
Salem, OR 97301-2564

Dear Mr. Marquardt:

We write on behalf of the Port of Cascade Locks to express our strong support for the City of Cascade Locks' application to the Transportation and Growth Management Planning Grants program. Since the drafting of its last TSP in 2001, the city has experienced significant growth and transformation, and an update to its Transportation System Plan (TSP) is long overdue.

With a resident population of around 1,400, Cascade Locks has grown over 25% in the past twenty years and continues to develop with around 100 new housing units scheduled to be built in the next year. During the busy summer tourist season, thousands of visitors come to town to experience the sights and attractions here in the heart of the Columbia Gorge. This influx puts considerable strain on our existing transportation infrastructure, which struggles to accommodate the increased demand. Traffic congestion, a lack of safe pedestrian crossings, limited active transportation options, and a maxed-out city parking system are all problems.

The TSP process, funded by this grant, will enable the city to address the current inadequacies of its transportation infrastructure and plan for a sustainable future. This plan will review all modes of transportation—vehicle, rail, air, pedestrian, bicycle, and mass transit—to help plan an integrated and efficient system. The new TSP will be a cornerstone of the city's efforts to improve mobility, safety, and accessibility for all residents and visitors, making Cascade Locks a more livable and economically vibrant community.



Thank you for your consideration of the city's application. We are confident that this grant will have a profound positive impact on Cascade Locks. If you have any questions about this matter, please contact Dan Mahr with the Port of Cascade Locks at 541-978-9000.

Sincerely,

Carrie Klute
Commissioner, Position #1
Port of Cascade Locks

Brad Lorang
Commissioner, Position #2
Port of Cascade Locks

Pam Thweatt
Commissioner, Position #5
Port of Cascade Locks

Rob Peterson
Commissioner, Position #4
Port of Cascade Locks



Main Street Cascade Locks

PO Box 174

Cascade Locks, OR 97014

mainstreetcascadelocks@gmail.com

July 24, 2024

Ryan Marquardt
Oregon Department of Land Conservation and Development
635 Capitol Street NE, Suite 150
Salem, OR 97301-2564

Dear Mr. Marquardt:

I am writing on behalf of Main Street Cascade Locks to express our strong support for the City of Cascade Locks' application to the Transportation and Growth Management Planning Grants program. Since the drafting of its last Transportation System Plan (TSP) in 2001, the city has undergone significant growth and transformation, making an update to the TSP both necessary and urgent.

With a resident population of approximately 1,800, Cascade Locks has experienced over 25% growth in the past two decades and is set to continue this trend with around 100 new housing units planned for construction in the coming year. This growth, coupled with the influx of thousands of visitors each summer who come to explore the Columbia Gorge, has placed considerable strain on our existing transportation infrastructure.

Our current system struggles to meet the increased demand, resulting in traffic congestion, inadequate pedestrian crossings, limited active transportation options, and an overburdened parking system. These issues highlight the need for a comprehensive review and upgrade of our transportation network.

The TSP process funded by this grant will allow the city to address these challenges by evaluating all modes of transportation—vehicle, rail, air, pedestrian, bicycle, and mass transit. The updated plan will support the development of an integrated and efficient transportation system that enhances mobility, safety, and accessibility for both residents and visitors. This initiative will be pivotal in making Cascade Locks a more livable and economically vibrant community.

Thank you for considering the city's application. We are confident that this grant will significantly benefit Cascade Locks and are eager to see the positive impact it will have.

Sincerely,

Denise Emmerling-Baker EdD
President, Co-Executive Director
Main Street Cascade Locks

Attn: Ryan Marquardt

Oregon Department of Land Conservation
and Development

635 Capitol Street NE, Suite 150

Salem, OR 97301-2564



Dear Mr. Marquardt,

The Gorge Canoe Club strongly supports the City of Cascade Locks' grant application to the State of Oregon Transportation Growth Management (TGM) program. Since the last Transportation System Plan (TSP) in 2001, our city has grown over 25%, with a current population of around 1,400 and 100 new housing units planned for next year.

The summer tourist season brings thousands of visitors, straining our transportation infrastructure and causing traffic congestion, unsafe pedestrian crossings, and limited parking. An updated TSP is essential to address these issues and improve safety, connectivity, and sustainability.

We appreciate the city's commitment to involving community stakeholders in the planning process. The new TSP will enhance traffic management, promote eco-friendly transportation, and improve access to recreational areas, aligning with our mission to support outdoor activities and community well-being.

Thank you for considering this application.

Sincerely,

A handwritten signature in black ink, appearing to read 'R. Peterson', is located below the 'Sincerely,' text.

Rob Peterson
Co-founder/Treasurer
Gorge Canoe Club

July 17, 2024

Ryan Marquardt
Oregon Department of Land Conservation and Development
635 Capitol Street NE, Suite 150
Salem, OR 97301-2564

Dear Mr. Marquardt:

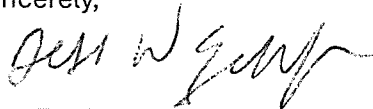
We write on behalf of Cascade Locks Volunteer Emergency Services Association (CLVESA) to express our strong support for the City of Cascade Locks' application to the Transportation and Growth Management Planning Grants program. Since the drafting of its last TSP in 2001, the city has experienced significant growth and transformation, and an update to its Transportation System Plan (TSP) is long overdue. With a resident population of around 1,400, Cascade Locks has grown over 25% in the past twenty years and continues to develop with around 100 new housing units scheduled to be built in the next year.

During the busy summer tourist season, thousands of visitors come to town to experience the sights and attractions here in the heart of the Columbia Gorge. This influx puts considerable strain on our existing transportation infrastructure, which struggles to accommodate the increased demand. Traffic congestion, a lack of safe pedestrian crossings, limited active transportation options, and a maxed-out city parking system are all problems.

The TSP process, funded by this grant, will enable the city to address the current inadequacies of its transportation infrastructure and plan for a sustainable future. This plan will review all modes of transportation—vehicle, rail, air, pedestrian, bicycle, and mass transit—to help plan an integrated and efficient system. The new TSP will be a cornerstone of the city's efforts to improve mobility, safety, and accessibility for all residents and visitors, making Cascade Locks a more livable and economically vibrant community.

Thank you for your consideration of the city's application. We are confident that this grant will have a profound positive impact on Cascade Locks.

Sincerely,



Jess Zerfing

President

CLVESA

25 Wa-Na-PA Street

Cascade Locks, Oregon 97014

RACIAL AND ETHNIC IMPACT STATEMENT

This form is used for informational purposes only and must be included with the grant application.

[Chapter 600 of the 2013 Oregon Laws](#) require applicants to include with each grant application a racial and ethnic impact statement. The statement provides information as to the disproportionate or unique impact the proposed policies or programs may have on minority persons¹ in the State of Oregon if the grant is awarded to a corporation or other legal entity other than natural persons.

1. The proposed grant project policies or programs could have a disproportionate or unique positive impact on the following minority persons:

Indicate all that apply:

Women	Asians or Pacific Islanders
Persons with Disabilities	American Indians
African-Americans	Alaskan Natives
Hispanics	

2. The proposed grant project policies or programs could have a disproportionate or unique negative impact on the following minority persons:

Indicate all that apply:

Women	Asians or Pacific Islanders
Persons with Disabilities	American Indians
African-Americans	Alaskan Natives
Hispanics	

3. The proposed grant project policies or programs will have no disproportionate or unique impact on minority persons.

If you checked numbers 1 or 2 above, please provide below the rationale for the existence of policies or programs having a disproportionate or unique impact on minority persons in this state. Further provide evidence of consultation with representative(s) of the affected minority persons.

By checking this box, I hereby certify the information contained on this form is true, complete, and accurate to the best of my knowledge.

Dated:

Printed Name:

Title:

Agency Name:

¹ “Minority person” are defined in SB 463 (2013 Regular Session) as women, persons with disabilities (as defined in ORS 174.107), African Americans, Hispanics, Asians, or Pacific Islanders, American Indians and Alaskan Natives.