



CITY COUNCIL

Work Session Meeting Minutes April 10, 2023

Mayor Drotzmann called the regular meeting to order at 6:00pm. Present were Councilors Hardin, Primmer, Barron, Duron, Linton, and McCarthy. Councilors Peterson and Myers were excused. City staff in attendance included: City Manager Byron D. Smith, Assistant City Manager Mark Morgan, City Attorney Rich Tovey (arrived 6:06), Chief Edmiston, Planning Director Clint Spencer, Finance Director Mark Krawczyk, Court Administrator Jillian Viles, Parks and Recreation Director Brandon Artz, and Assistant City Recorder Heather La Beau.

Budget Information & Explanations

City Manager Smith presented information (attached) regarding the budget. A brief outline of the City's fund accounting and how it functions was given. Additional detail was shared regarding funding and organizational staffing of the Police Department. Three new officer positions are proposed. Possible funding options for the \$375,000 cost of three officers include cuts from the General Fund and/or generating revenue by adding fees. Councilors expressed concerns about the affect of increased taxes and fees on the citizens and the need to determine what services may be eliminated. The input of constituents will continue to be an important factor in the discussions.

City Manager Smith provided the historical relationship between the City and the Fire Department. The Power Point presentation is attached. Compression was explained in relation to the financial impacts to the City's budget from the formation of Umatilla County Fire District #1 (UCFD#1). Additional funding sources of UCFD#1 was discussed. The UCFD#1 Board meets publicly and those interested in additional information are welcome to attend.

Adjournment

Mayor Drotzmann adjourned the work session meeting at 6:52pm and stated the Council will take a short break before starting the regular City Council meeting at 7:00pm.



Hermiston Budget 101

April 10, 2023



Outline

- Fund Accounting
- General Fund
- Police Department
- Potential Options
- Fire District Funding



Funds

- Fund Accounting
 - **Emphasizes Accountability vs. Profitability**
- 21 Funds
 - **Some project focused (#37 City Hall Construction)**
 - **Some purpose focused (#13 Hermiston Energy Services)**



Funds

- **Restricted Uses**
 - **HES – All electric revenues and costs are captured in this fund.**
 - **This isn't necessarily required but is the approach we have taken with all utilities.**
 - **HES pays a franchise fee to the City.**



General Fund

- General Fund
 - \$16.7 million (\$7.1)
 - City Council
 - City Manager/Legal
 - Building Inspections
 - Parks
 - Recreation
 - Airport
 - Library
 - Buildings
 - Police - \$6.1 (36.5%)
 - Community Center
 - Finance
 - Harkenrider Center
 - Planning
 - Pool
 - Court



Police Department

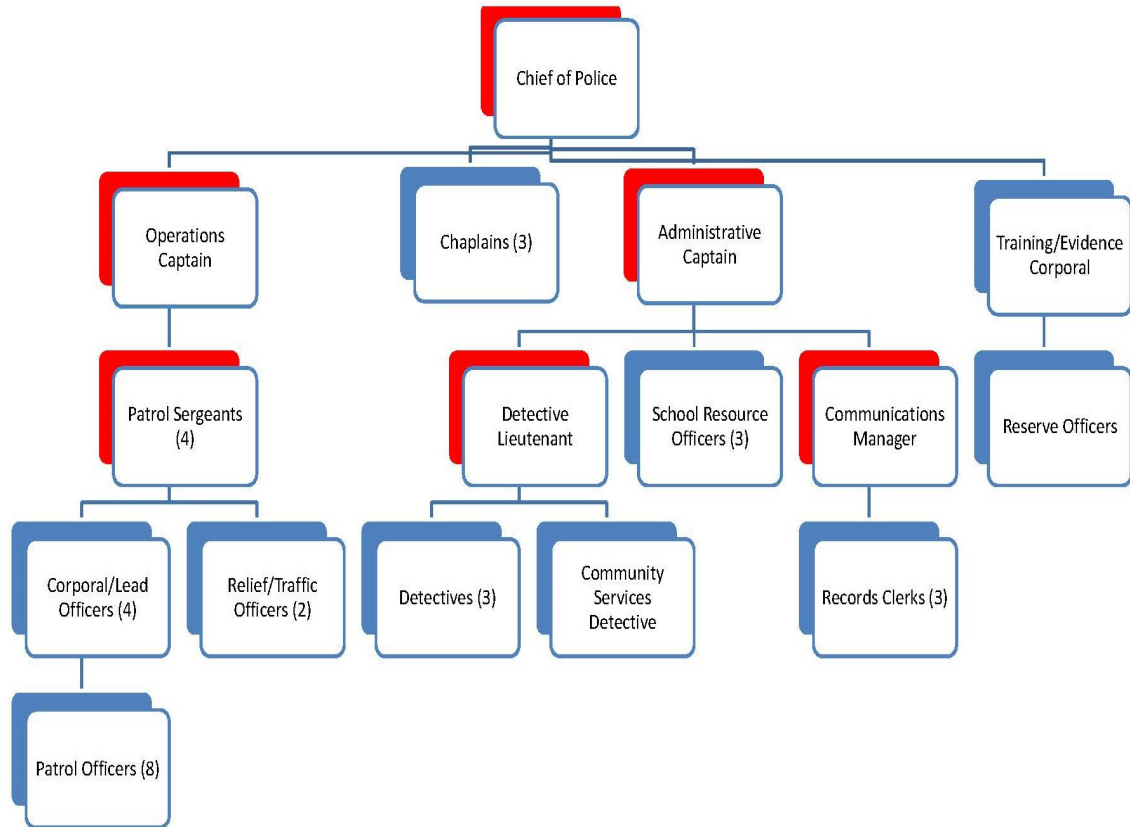
- 20 Officers in 2000 with 13,253 population
- 30 Officers in 2022 with 19,973 population
- About same % growth but this doesn't take into account two factors.
 - **Call volume**
 - **Minimum staffing**



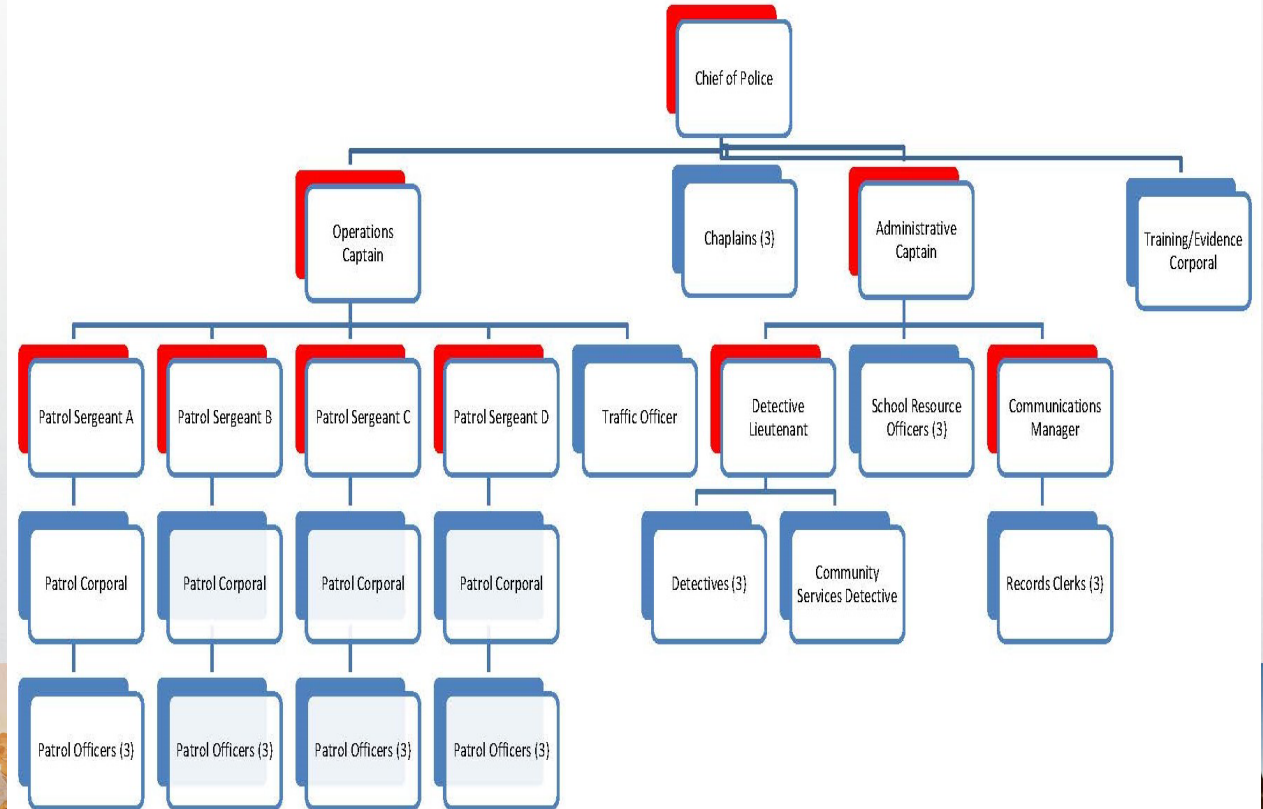


Police Department

Current Org Chart



Proposed Org Chart



Police Department

- What does this cost?
 - **\$125,000 Total Burden**
 - **\$375,000 for three officers**



Possible Sources

- General Fund Cuts
 - **Library \$1,024,415**
 - **Parks and Recreation combined - \$1,606,140**
 - **Finance - \$654,929**
 - **City Manager/Legal - \$1,010,363**



Possible Sources

- Public Safety/Parks and Recreation Fee
 - **6,000 accounts**
 - **\$5/month = \$360,000**
- Business License Fee
 - **~400 businesses**
 - **\$500/year = \$200,000**
- Water/Sewer Franchise Fee
 - **\$10,250,000 annual sales**
 - **4% = \$410,000**



Fire District Finances

- 1998 - Initial Merger (City and Rural Hermiston)
- 2015 – Initial failed Stanfield/Hermiston Merger Election (\$2.00/thousand)
- 2016 – Successful Stanfield/Hermiston Merger Election(\$1.75/thousand)



Fire District Finances

- Initial Compression Hit ~\$200,000
- Amazon Funds to date ~\$350,000 to UCFD#1: \$0 to City



Fire District Finances

- Call Volumes (First Look)
 - **50% to 80% in Hermiston**
- Property Tax
 - **45% of District Revenue from Hermiston City taxpayers**





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Regular Meeting Minutes April 10, 2023

Mayor Drotzmann called the regular meeting to order at 7:00pm. Present were Councilors Hardin, Primmer, Barron, Duron, Linton, and McCarthy. Councilors Peterson and Myers were excused. City staff in attendance included: City Manager Byron D. Smith, Assistant City Manager Mark Morgan, City Attorney Rich Tovey, Chief Edmiston, Planning Director Clint Spencer, Finance Director Mark Krawczyk, Court Administrator Jillian Viles, Parks and Recreation Director Brandon Artz, and Assistant City Recorder Heather La Beau.

The pledge of allegiance was given.

Citizen Input on Non-Agenda Items

Charlie Clupny 1225 NW Sjoren Lane- Mr. Clupny shared that the Hermiston Lion's Club is working to bring a tactile map to the Funland Playground. The tactile map was created by consulting with Portland Community College's Accessibility Wayfinding department. The map is 3 feet by 2 feet and includes international symbols and braille, and a vision map. The Lion's Club has contributed \$5,000 to the project. Additional contributions are being sought. The total project is estimated to cost between \$20,000 to \$25,000.

Dave Hansen, 1767 W Alleluia Ave- Mr. Hansen thanked the staff and council for the enlightening budget presentation. As a member of the City's budget committee, he has also volunteered to assist UCFD#1 with grant funding. He will involve the city with as many grants as possible to make happen the opportunities to work together.

Jennifer Roberts 1709 NE 6th Place- Ms. Roberts understood from the open forum there would be an oversight committee consisting of elected officials and public members as part of the PATH Project. She noted PATH meetings have been held and the members are the city managers, a county commissioner, and people from the project. While open to the public, the meetings are held at 9am on weekdays, which may make it difficult for the general population to attend. Ms. Roberts would like to know if something will be done to address having community members and elected officials join the committee.

Karen Primmer 1085 W Madrona Ave-This week is nationally recognized Telecommunicators Week. The dispatch center has activities planned, including a media interview Lt Roberts and his daughter, who is also a telecommunicator.

Proclamation-Parkinson's Disease Awareness Month

Mayor Drotzmann read the proclamation declaring April as Parkinson's Disease Awareness Month into the record.

Presentation- Hermiston School District Updates

Hermiston School District (HSD) Assistant Superintendent Jake Bacon dispensed contact cards (attached) that include the key contact information for each school building in the district as well as the contact information for district directors. Updates were given regarding HSD enrollment, 2023-24 HSD calendar, state assessment tests, Hermiston High School (HHS) annex construction, kindergarten registration, Highland Hills construction and impacts to pick-up and drop-off, FCCLA student achievements, Star Dust dance team performance honors, Jeff Kelso the district's IT Director recognized for his work with the county fair, and Alex Boye presentation to middle school students.



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Presentation-Hermiston Chamber of Commerce Updates

Chamber Executive Director, Val Hoxie gave updates concerning membership, adopt-a-street program, spring luncheon, Greg Smith luncheon, July summer mixer, developing new leadership program, Chamber board election and ribbon cuttings. Chamber and other community events are on the HermistonLive.com website as well as the Chamber, EOTEC, and City websites.

Consent Agenda Items

Councilor Primmer moved and Councilor Linton seconded to approve Consent Agenda items A-C, to include:

- A. Committee Vacancy Announcements
- B. Liquor License Application for "Change of Ownership" for Shiki Hibachi Sushi located at 1240 N 1st Street
- C. Minutes of the March 27th City Council and Urban Renewal Agency Regular Meeting

Motion carried unanimously.

Ordinance No. 2346 Amending Title IX of the Hermiston Municipal Code

The discussion is continued from the March 27 council meeting. City Manager Smith stated there are two chapters proposed for amending. The Chapter 92 amendment clarifies city staff may do maintenance and repair type work on streets and city parking lots during non-work hours when necessary. The other amendment adds a new chapter to the code that establishes conduct rules for city property and a process for enforcing the rules.

Council suggestions included inserting a QR code on the posted Rules of Conduct that links to the section of code pertaining to the specific rule, posting the Rules in multiple languages and electronic publication, and exercising caution when enforcing the rules with individuals.

Mayor Drotzmann requested that the first reading be by title only. Hearing no opposition, City Attorney Richard Tovey read the ordinance by title only. Mayor Drotzmann requested that the ordinance be put on for final adoption at this meeting and that the second reading be by title only. After City Attorney Richard Tovey read the ordinance by title only, Councilor Linton moved and Councilor Primmer seconded that Ordinance No. 2346 be adopted and become effective 30 days after adoption by the City Council. Motion carried unanimously.

Resolution No. 2265- First Amendment to Intergovernmental Agreement with the City of Umatilla for Ongoing Information Technology Services

City Manager Smith stated the City of Umatilla is requesting additional hours of IT service from the City's IT department. This increase in service was anticipated and current staffing levels are adequate to accommodate the request. The Budget Committee will discuss in greater detail how to handle additional requests for increase in services.

After some discussion, Councilor Barron moved, and Councilor Hardin seconded to adopt Resolution No. 2265 and lay upon the record. Motion carried unanimously.



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Resolution No. 2266- Adopting an Adopt Your Street program with the Greater Hermiston Chamber of Commerce

City Manager Smith gave information regarding the Adopt Your Street program. The focus will be on streets in commercial areas.

Councilors discussed cost of the program, responsibilities of both the Chamber and the City, and accountability of participants.

After some discussion, Councilor Barron moved, and Councilor Duron seconded to adopt Resolution No. 2266 and lay upon the record. Motion carried unanimously.

SE 2nd St Gateway Design

Planning Director Spencer presented the design (attached) for the intersection of SE 2nd St and Hwy 395. The existing island will be removed. The southern driveway at the Community Center is being eliminated and the northern driveway will be moved farther north. There will no longer be access to Hwy 395 from SE 2nd St. The improvements include landscaping and signage. A public meeting was held with the adjacent property owners and the design received unanimous support with the request that any plantings do not interfere with the ability to see business signage. The project is expected to go out to bid at the end of the month.

3rd Quarter FY2023 Investment Report

Finance Director Krawczyk presented additional information regarding the Investment Summary Report as outlined in the staff report. The presentation is attached.

After some discussion, Councilor Primmer moved, and Councilor Duron seconded to accept the 3rd Quarter FY2023 Investment Report as presented. Motion passed unanimously.

2023 Council Goal Setting Report

City Manager Smith noted where in the staff report to find the prioritized council goals and the Goal Setting Report.

Councilor McCarthy moved, and Councilor Duron seconded to adopt the 2023 Council Goal Setting Report as presented. Motion passed unanimously.

Committee Reports

Art-Councilor McCarthy spoke of his meeting with Councilor Peterson, Councilor Myers and City Manager Smith. The ad hoc committee is working with a consultant to determine potential artwork to be installed at various locations in City Hall. There is a desire to have a rotating youth art display somewhere within the building.

Faith Based Advisory Committee- Councilor Hardin stated there is a meeting tomorrow. Councilor Barron inquired if the committee or faith-based community would be able to share information on available meeting space for the Guatemalan community interested in a bigger space.



Where Life is Sweet

CITY COUNCIL

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Mayors Report

Mayor Drotzmann spoke regarding:

- League of Cities visit to the Capital in Washington DC
- Meeting with Senator Wyden regarding nitrate in water
- Meeting with Governor Kotek regarding homeless shelter funding
- City Managers & Mayors Meeting with Regional Solutions
- Carnegie Building plans and proposal of Hermiston Historical and Cultural Society

Council Reports

Councilor Primmer acknowledged Dispatcher Week and thanked the first responders for their services. Also appreciated was Councilor Hardin attending the previous council meeting via telephone and Breahh Rios' efforts to support law enforcement through dance performances. She continues this year with a focus on bringing awareness to domestic violence.

Councilor Duron thanked City Manager Smith for recognizing staff who reached important milestones with their years of service. She also thanked the staff members and shared the positive feedback she hears about staff's service. The effort Senator Merkley and Senator Wyden have put forth listening to concerns with water contamination and the Governor's effort working on homelessness reform is appreciated. Community Musical Unity Celebration is April 15. The event features speakers and music.

Youth Advisory Report

Youth Advisors were not present.

City Manager's Report

No report given.

Adjournment

Mayor Drotzmann adjourned the City Council meeting at 8:58PM as there was no other City business.



SIGNED:

Doug Primmer, Council President

ATTEST:

Heather La Beau, Assistant City Recorder



Key Building Contacts

Hermiston High School

Tom Spoo, Principal (541)667-6100

Email: tom.spoo@hermistonSD.org

Sandstone Middle School

Lori Browning, Principal (541)667-6300

Email: lori.browning@hermistonSD.org

Highland Hills Elementary School

Becky Bacon, Principal (541)667-6500

Email: rebecca.bacon@hermistonSD.org

Rocky Heights Elementary School

Stefani Wyant, Principal (541)667-6600

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West Park Elementary School

Juan Rodriguez, Principal (541)667-6800

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Armand Larvie Middle School

Stacie Roberts, Principal (541)667-6200

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Desert View Elementary School

David Melville, Principal (541)667-6900

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Loma Vista Elementary School

Josh Browning, Principal (541)667-6400

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Sunset Elementary School

Erin Andreason, Principal (541)667-6700

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Maintenance Office (541)667-6082

Kyle Larson, Grounds Maintenance Supervisor

kyle.larson@hermistonSD.org



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Neely McKay

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Dr. Tricia Mooney

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Dan Greenough

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Katie Saul

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Jake Bacon

Assistant Superintendent of Schools
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HERMISTON CITY COUNCIL

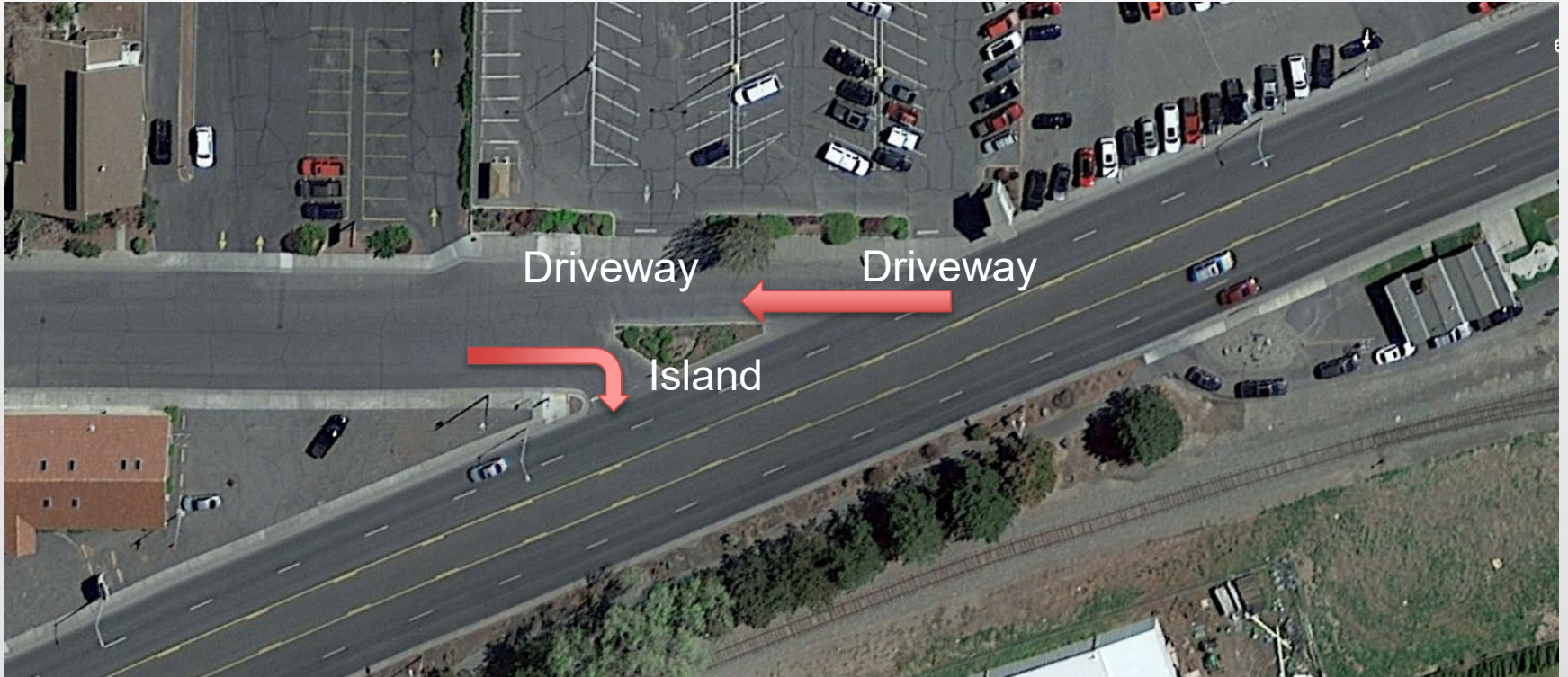


SE 2nd St Realignment



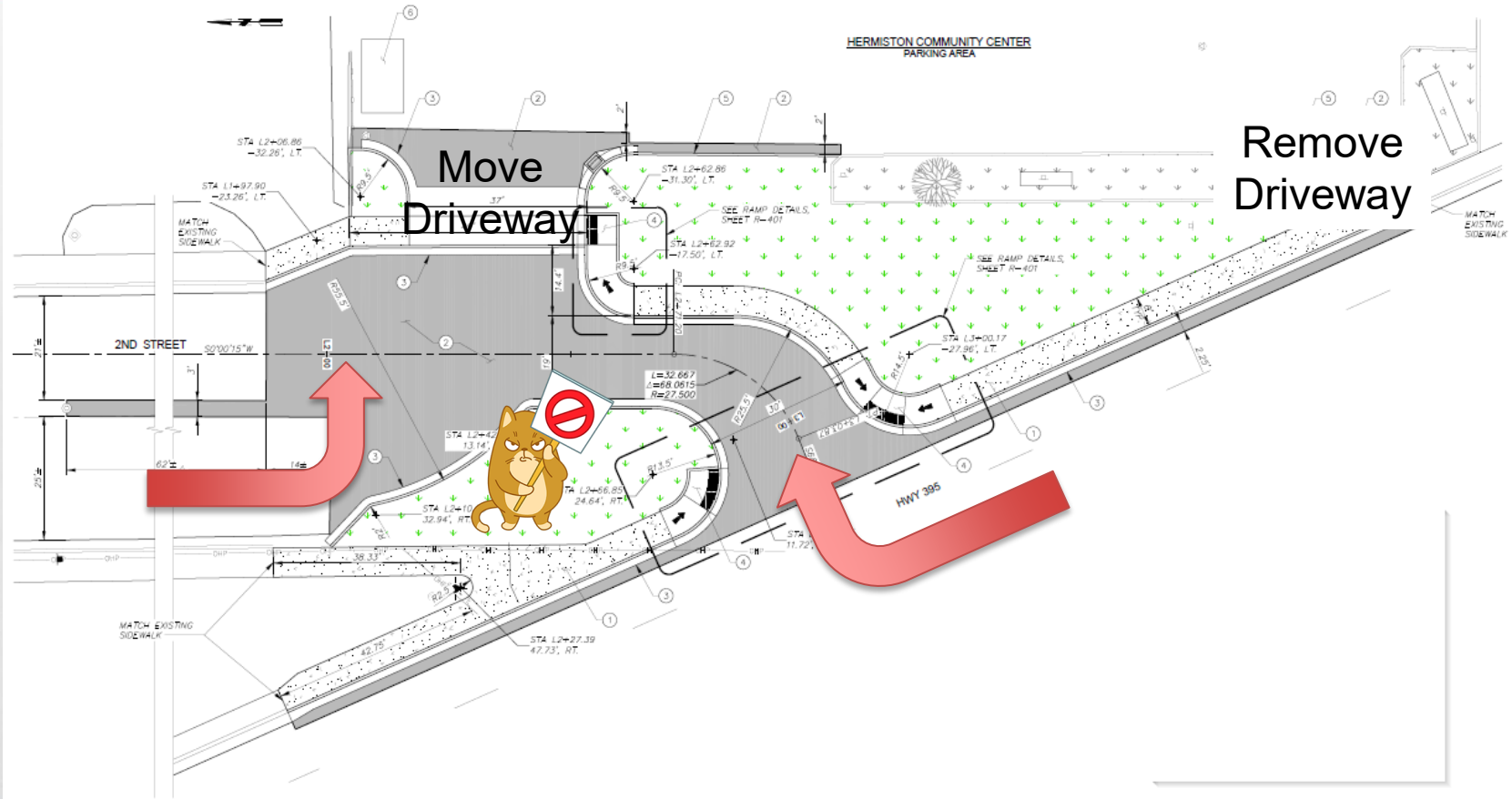


Existing Alignment





Proposed Alignment





Existing Street View



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New Street Rendering

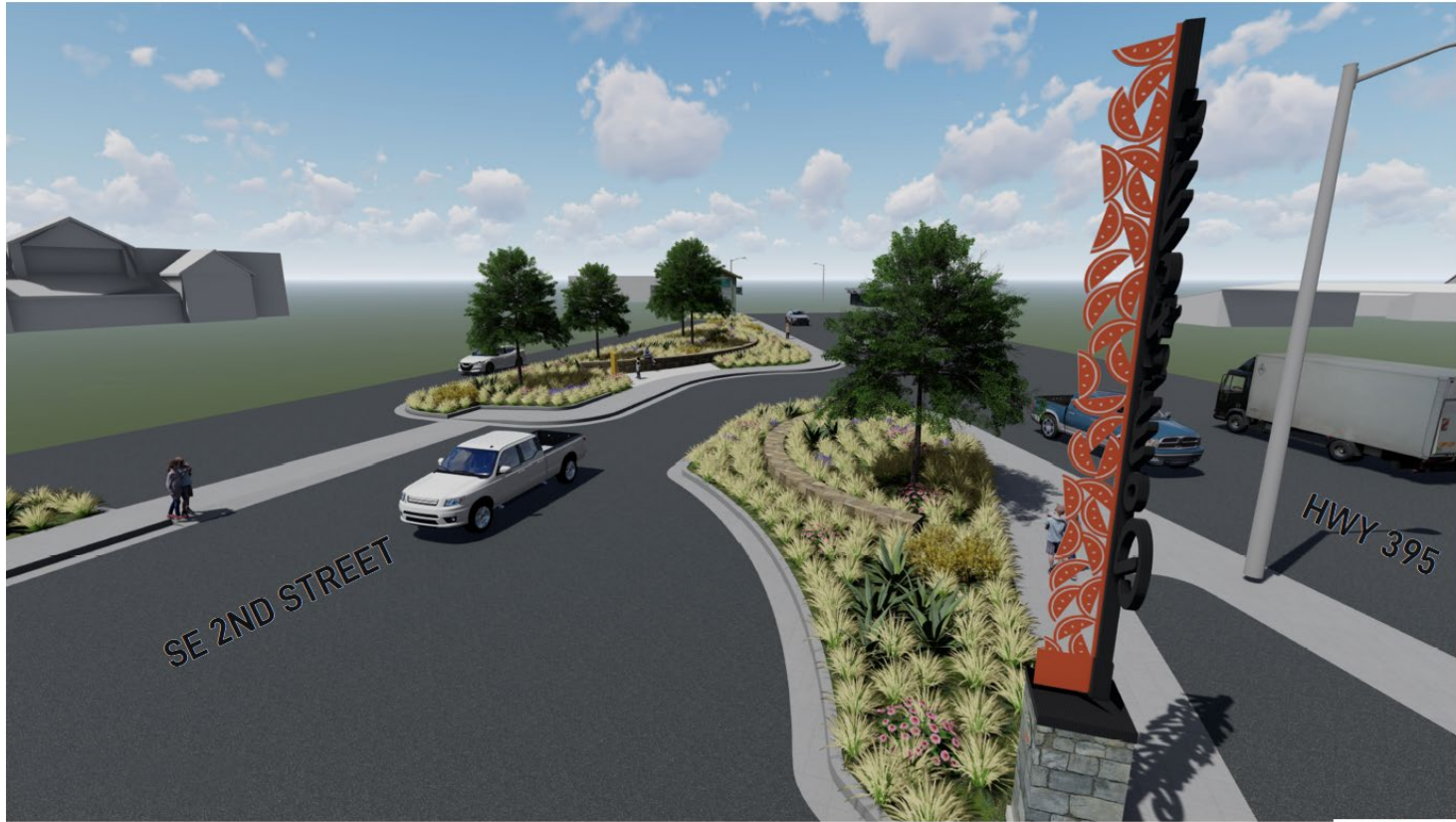


HERMISTON SE 2ND STREET IMPROVEMENTS | VIEW 2
MARCH 27, 2023





New Street Rendering



HERMISTON SE 2ND STREET IMPROVEMENTS | VIEW 1
MARCH 27, 2023





New Street Rendering



HERMISTON SE 2ND STREET IMPROVEMENTS | VIEW 5
MARCH 27, 2023

