



CITY COUNCIL

AGENDA

MONDAY, MARCH 24, 2025

Where Life is Sweet

COUNCIL CHAMBERS - 180 NE 2ND ST.

*Other ways of viewing or participating in live meetings are available through:
YouTube at: <https://bit.ly/HermistonYoutube>*

Zoom with Meeting ID: 816 1088 9740 Passcode: 531951 Telephone number to join is: 1 253 215 8782; or submitting comments to meetings@hermiston.gov

For written electronic public comments to be part of the official record, sender must provide their full name and place of residence and comments must be received within the time frame given for the item under discussion. The City Recorder will respond/confirm to sender that their electronic comment was received and will be made part of the record; or, if their electronic comment is not able to be made part of the record, the City Recorder will respond to the sender and state the reason(s) why.

1. CALL COUNCIL/CITY MANAGER WORK SESSION MEETING TO ORDER - 6:00 PM

A. Municipal Broadband Discussion

2. ADJOURN WORK SESSION MEETING

3. CALL REGULAR MEETING TO ORDER – 7:00 PM

4. DECLARATION OF QUORUM

5. FLAG SALUTE

6. CITIZEN INPUT ON NON-AGENDA ITEMS

Anyone wishing to bring anything before the council that is not on the agenda is asked to please do the following: 1. Please limit comments to not more than FIVE minutes; 2. State your name and address; 3. Direct your comments to the Chair.

7. CONSENT AGENDA

A. New Liquor license application for La Mexicana located at 135 E Cornell Place, Suite B

[B.](#) Committee Vacancy Announcement

[C.](#) Minutes of the March 10th Regular City Council Meeting and Urban Renewal Agency Meeting

8. ITEMS REMOVED FROM CONSENT AGENDA

9. RESOLUTIONS

[A.](#) Resolution No. 2361- Well #4 Control Systems Contract Award

[B.](#) Resolution No. 2362- Initiate LID for NW 2nd Street

[C.](#) Resolution No. 2363- Declare Intent to Form LID for NW 2nd Street

[D.](#) Resolution No. 2364 – Good Shepherd Health Care System (GSHCS) Police Funding Agreement

10. OTHER

A. Presentation and Possible Action - Small Modular Reactor (SMR) Legislation

[B.](#) February 2025 Monthly Financial Report

11. COMMITTEE REPORTS

A. City Committee and Liaison:

Airport Advisory, Budget, Hispanic Advisory, Library Board, Parks and Recreation, Planning Commission, Recreation Projects Fund, Faith-Based Advisory, Community Accountability, Public Safety, Public Infrastructure, Transit Planning, EOTEC, Stepping Stones Alliance (not a City Committee)

B. Mayor's Report

C. Council President Report

D. Council Report

E. Youth Advisory Report

F. Manager's Report

12. RECESS FOR EXECUTIVE SESSION - At or After 7:30 PM

A. An Executive Session will convene pursuant to ORS 192.660 (2) (e & h) which allows the Council to meet in Executive Session for the purpose of discussing matters pertaining to negotiating real property transactions and discussing matters pertaining to litigation with legal counsel.

13. RECONVENE AND ADJOURN

**** AMERICANS WITH DISABILITIES ACT NOTICE****

Please contact Hermiston City Hall, 180 NE 2nd Street, Hermiston, OR 97838 (Phone No. 541-567-5521) at least 48 hours prior to the scheduled meeting time if you need an accommodation. TTY and TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900 or 711.



TO: City Manager Byron Smith
FROM: Chief Jason Edmiston
DATE: March 10th, 2025
SUBJECT: Liquor License Application – La Mexicana

After review of the liquor license application for La Mexicana located at 135 E Cornell Place, Suite B, Hermiston, I find nothing of substance after performing a criminal history check consistent with established parameters utilized by the city, to deny the application submitted by Raymundo Sanchez.

It is my recommendation this information/request be presented to the City Council.



OREGON LIQUOR & CANNABIS COMMISSION

Local Government Recommendation – Liquor License

Annual Liquor License Types

Off-Premises Sales	Brewery-Public House
Limited On-Premises Sales	Brewery
Full On-Premises, Caterer	Distillery
Full On-Premises, Commercial	Grower Sales Privilege
Full On-Premises, For Profit Private Club	Winery
Full On-Premises, Non Profit Private Club	Wholesale Malt Beverage & Wine
Full On-Premises, Other Public Location	Warehouse
Full On-Premises, Public Passenger Carrier	

Section 1 – Submission – To be completed by Applicant:

License Information

Legal Entity/Individual Applicant Name(s): Raymundo Sanchez Benitez

Proposed Trade Name: La Mexicana

Premises Address: 135 E Cornell PL Suite B

Unit:

City: Hermiston

County: Umatilla

Zip: 97838

Application Type: ☒ New License Application ☐ Change of Ownership ☐ Change of Location

License Type: Full on-premises Commercial ☐ Additional Location for an Existing License

Application Contact Information

Contact Name: Raymundo Sanchez

Phone: 541-720-2306

Mailing Address: 135 E Cornell Pl

City: Hermiston

State: OR

Zip: 97838

Email Address: LaMexicana@eotnet.net

Business Details

Please check all that apply to your proposed business operations at this location:

☐ Manufacturing/Production

☐ Retail Off-Premises Sales

☒ Retail On-Premises Sales & Consumption

If there will be On-Premises Consumption at this location:

☒ Indoor Consumption

☐ Outdoor Consumption

☐ Proposing to Allow Minors

Section 1 continued on next page



OREGON LIQUOR & CANNABIS COMMISSION

Local Government Recommendation – Liquor License

Section 1 Continued – Submission - To be completed by Applicant:

Legal Entity/Individual Applicant Name(s): Raymundo Sanchez Benitez

Proposed Trade Name: La Mexicana

IMPORTANT: You MUST submit this form to the local government PRIOR to submitting to OLCC.
Section 2 must be completed **by the local government** for this form to be accepted
with your CAMP application.

Section 2 – Acceptance - To be completed by Local Government:

Local Government Recommendation Proof of Acceptance

After accepting this form, please return a copy to the applicant with received and accepted information

City or County Name: City of Hermiston

Optional Date Received Stamp

Date Application Received: 03/10/2025

Received by: Lilly Alarcon-Strong, CMC, City Recorder

Section 3 – Recommendation - To be completed by Local Government:

- ☐ **Recommend this license be granted**
- ☐ **Recommend this license be denied** (Please include documentation that meets [OAR 845-005-0308](#))
- ☐ **No Recommendation/Neutral**

Name of Reviewing Official:

Title:

Date:

Signature:

After providing your recommendation and signature, please return this form to the applicant.



PUBLIC ANNOUNCEMENT

The City is accepting applications for the following Committees:

1. **Faith-Based Advisory Committee**
 - Position 4: Remaining 3-year term ending December 31, 2027 (Advertised as of 03/05/2025)
2. **Planning Commission**
 - Position 1, 2, & 3: 3-year term ending March 31, 2028 (Advertised as of 02/11/2025)
3. **Airport Advisory Committee**
 - Position 3: 3-year term ending October 31, 2027 (Advertised as of 07/08/2024)
 - Position 2: Remaining 3-year term ending October 31, 2026 (Advertised 11/08/2024)
4. **Hispanic Advisory Committee**
 - Position 1: Remaining 3-year term ending June 30, 2026 (Advertised 11/15/2024)
 - Position 4: 3-year term ending June 30, 2028 (Advertised 01/09/2025)

Deadline to apply for all Committees: Open Until Filled

Interested persons are asked to submit an application to City Hall, 180 NE 2nd Street, Hermiston, or at llalarcon-strong@hermiston.gov . Application forms are available at City Hall or on the City's website at <https://hermiston.or.us/volunteer> . If you have questions, please call Lilly Alarcon-Strong at 541-567-5521.

Proposed appointment and confirmation of these positions are made by the City Council. All appointments to city boards and commissions shall be made in accordance with the ordinances and city charter. Appointees shall not be full-time employees of the city, shall not be elected officials of the city, shall not be appointed to more than two boards or commissions at a time, and shall not sell to the city or its boards and commissions over which the council has appointive powers and budget control either directly as a prime contractor or supplier, or indirectly as a first-tier subcontractor or supplier. Sales shall be construed to mean sales, services or fees aggregating \$20,000 or more in any one calendar year. Preference for appointees shall be given to city residents.



CITY COUNCIL & URBAN RENEWAL AGENCY

Regular Meeting Minutes
March 10, 2025

Mayor Primmer called the regular meeting to order at 7:00pm. Present were Councilors Hayward, Roberts, McCarthy (arrived at 7:11pm), Myers, Kelso, and Barron. Councilor Linton and Duron were excused. City Staff in attendance included: Assistant City Manager Mark Morgan, City Attorney Rich Tovey, Chief Jason Edmiston, Parks and Recreation Director Brandon Artz, Planning Director Clint Spencer, and City Recorder Lilly Alarcon-Strong. The pledge of allegiance was given.

Citizen Input on Non-Agenda Items

None given.

Consent Agenda Items

Councilor Roberts asked to remove item B- City of Hermiston – Hermiston Urban Renewal Agency IGA for Loan and Repayment for design and construction loan for NE Aspen Drive from the Consent Agenda. Councilor Myers moved and Councilor Hayward seconded to approve Consent Agenda items A-E with the exception of B, to include:

- A. IGA with ODOT to help fund the Hermiston Transportation System Plan (TSP) update.
- C. Minutes of the February 24th City Council Regular, Work Session, and Urban Renewal Agency Meetings 1
- D. Parks and Recreation Committee Confirmation Appointments for Remaining 3-year terms ending October 31, 2027, Position 1, Jay Ego and term ending October 31, 2026, Position 7 Douglas Minton.
- E. Committee Vacancy Announcement

Motion carried unanimously.

Mayor Primmer congratulated Jay Ego and Douglas Minton on their committee appointments.

Items Removed from the Consent Agenda

- B. City of Hermiston - Hermiston Urban Renewal Agency IGA for Loan and Repayment for design and construction loan for NE Aspen Drive

Councilor Roberts stated he understands this item is being presented during the City Council meeting and Urban Renewal Meeting for action but feels this item should be discussed with greater detail at this time to answer any Council questions or the like.

Planning Director Spencer stated this agenda item is a formality when the City enters into an agreement to loan money to an Urban Renewal District. This item was part of the approved 2024-25 municipal budget, where the City agreed to loan \$5,000,000 to the Urban Renewal District to cover the design costs of the NE Aspen Drive extension linking NE 4th Street and N 1st St/Highway 395.

Planning Director Spencer answered various questions from the Council including stating this item will not have any property tax increases to the general public as all costs associated with this area will stay within the District formed for that specific area.



CITY COUNCIL & URBAN RENEWAL AGENCY

Regular Meeting Minutes
March 10, 2025

Council members thanked Councilor Roberts for asking to discuss the item in more detail as it gives the public and new Council members insight on what was presented, discussed, and approved last year on this overdue and greatly supported project. Councilor Roberts moved and Councilor Hayward seconded to approve Consent Agenda item B. Motion carried unanimously.

Resolution No. 2358 - Authorizing the City Manager to Apply for Matching Funds for Improvements to HEROS Sportsplex (Councilor McCarthy arrived 7:11pm) – Parks and Recreation Director Artz gave information (PowerPoint Presentation attached) regarding the Resolution which would allow the City to apply for state funding from the State of Oregon Parks and Recreation Department Local Government Grant Program (LGGP) for the HEROS Sports Complex improvements.

The Council spoke regarding the great asset HEROS is to the entire community and the importance of applying for grants to make city improvements. Councilor Roberts thanked Made to Thrive and all the grassroots fundraising efforts made by community members to make this project a reality, stating the City did not use any general fund money for this project because of these community contributions.

Councilor Kelso moved and Councilor Hayward seconded to approve Resolution No. 2358 and lay upon the record. Motion carried unanimously.

Resolution No. 2359 – Airport RPZ Property Acquisition COAR Grant Acceptance

Assistant City Manager Morgan gave information (PowerPoint Presentation attached) regarding the Resolution which would allow the acceptance of a Critical Oregon Airport Relief (COAR) grant from the Oregon Department of Aviation for \$150,000 to assist in purchasing property for the Airport's Runway Protection Zone.

After Assistant City Manager Morgan answered questions from the Council, Councilor Hayward moved and Councilor McCarthy seconded to approve Resolution No. 2359 and lay upon the record. Motion carried unanimously.

Resolution No. 2360 – Monitoring Well Purchase

Assistant City Manager Morgan gave information (PowerPoint Presentation attached) regarding the Resolution which would allow the purchase of a 1,500 feet deep groundwater well located on SE 9th Street within the South Hermiston Industrial Park

Assistant City Manager Morgan answered questions from the Council to include: that the City could use the well in the future for drinking water but it would be expensive to treat, and nitrates not being found in these types of deeper aquifers. Councilor McCarthy moved and Councilor Hayward seconded to approve Resolution No. 2360 and lay upon the record. Motion carried unanimously.

Committee Reports

Faith-Based Advisory Committee- Councilor Hayward spoke regarding the Committee's work to complete a public survey questionnaire and encouraged all to participate in the 8th Annual I Love My City event on May 17th and 18th, more information can be found at www.ilovehermiston.com



CITY COUNCIL & URBAN RENEWAL AGENCY

Regular Meeting Minutes
March 10, 2025

Recreation Projects Advisory Fund Committee- Councilor McCarthy stated the Committee plans to meet on Thursday.

Library Board- Councilor Roberts gave construction updates including a Council facility tour scheduled for April 14th, stated the Library was conducting interviews to fill open positions and may change their hours of operation based on community input, as well as tapping into community foundations resources to be able to give additional services to the public.

Airport Advisory Committee- Councilor Roberts gave t-hangar construction updates and stated Life Flight has asked for a one-year lease extension.

Hispanic Advisory Committee- Councilor Kelso stated Committee members were invited to a BMCC event on March 5th by the Oregon Humanities Project. The event was fascinating and attendees heard from persons from Latin American and Sudan regarding traditions and culture.

Mayor's Report

Mayor Primmer spoke regarding:

- Attending the City of Umatilla's Council Meeting, stating the meeting was very interesting and the meetings are held quite differently than Hermiston's. As mentioned earlier in the year, encouraged the Council to attend other municipality meetings.
- Congratulated Hermiston High School Principal Tom Spoo for receiving the Patriot Award for his support of employees serving in the Nation Guard and Reserves

Council President's Report

Council President McCarthy spoke regarding:

- Attending the AWS Ribbon Cutting event, stating there was a great turn out from the City and other community leaders, and businesses
- Announced the following events: Father-Daughter Dance is March 22nd, tickets can be purchased at the Community Center; Distinguished Service Awards Banquet is March 19th; and the Chamber of Commerce Luncheon is March 26th

Council Reports

Councilor Kelso stated he also attended the AWS Ribbon Cutting event and expressed his gratitude to AWS for establishing an office in Eastern Oregon and for all the wonderful things they do to support the City and community.

Youth Advisory Report

Youth Advisory's sat in audience seating and did not have any items to report.

Assistant City Manager's Report

None given.

Adjourn City Council Meeting and Convene Urban Renewal Agency Meeting

There was no other business and Mayor Primmer adjourned the regular City Council meeting at 7:43pm and immediately convened the Urban Renewal Agency meeting.



CITY COUNCIL & URBAN RENEWAL AGENCY

Regular Meeting Minutes
March 10, 2025

City of Hermiston - Hermiston Urban Renewal Agency IGA for Loan and Repayment for design and construction loan for NE Aspen Drive - Planning Director Spencer stated this item was discussed in detail earlier this evening during the City Council meeting.

Member Myers moved and Member Kelso seconded to approve the IGA as presented. Motion carried unanimously.

Adjourn Urban Renewal Agency Meeting

There was no other business and Chair Primmer adjourned the Urban Renewal Agency meeting at 7:44pm.

SIGNED:

Doug Primmer, Mayor

ATTEST:

Lilly Alarcon-Strong, City Recorder



PARKS & RECREATION

HEROS GRANT FUNDING





City of Hermiston, HEROS Sportsplex Project Map
OPRD-LGGP, Q1 2025 Application





Move Ott Road from RPZ



Fiscal

- Federal Grants: \$3,650,000
- City Funds: \$255,556
- COAR Grant: \$150,000



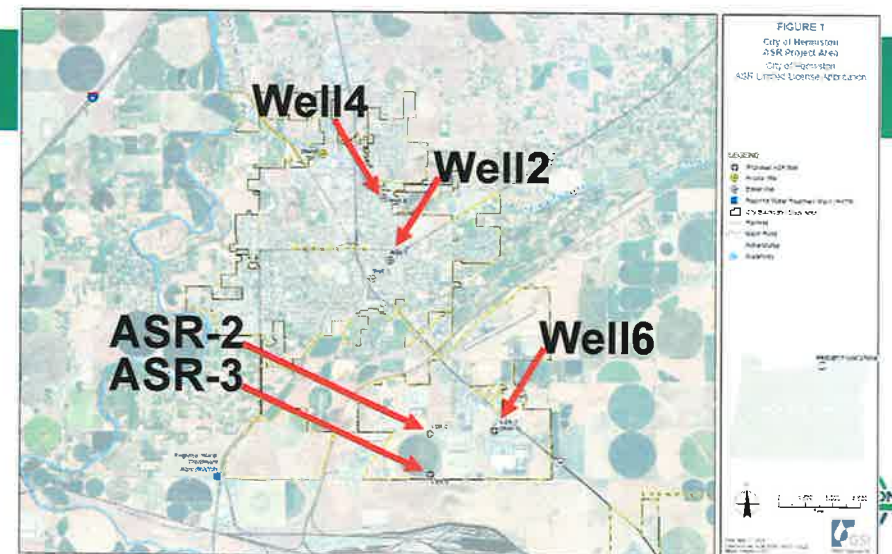


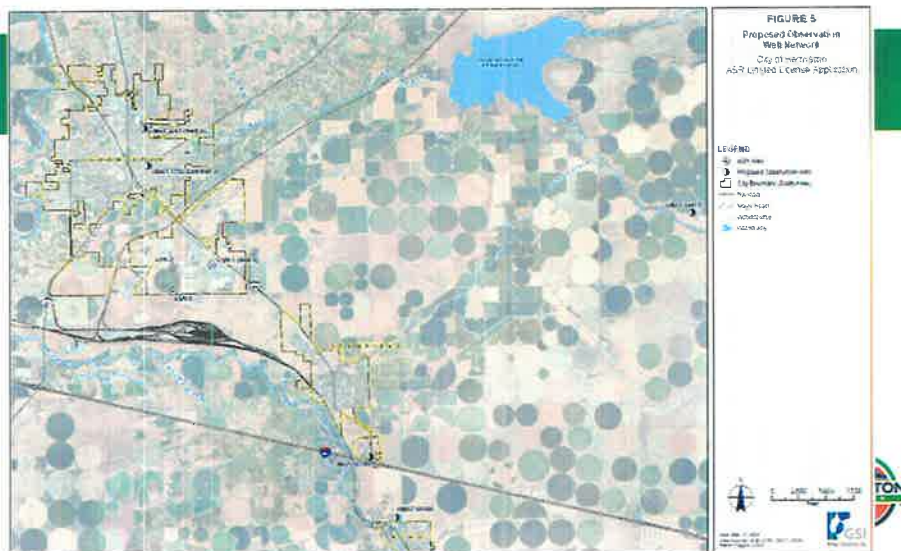
Resolution 2360

- Purchase Existing Well
- \$200,000
- Use to monitor groundwater levels



- Store Potable Water Underground
- Wintertime storage
- Summertime Withdrawal





MW1



MW1





MW1 Testing/Sampling

- Winter 2023-24 Flow Tests
- January Water Quality Sampling
 - PCE Above OHA Limits
- April Water Quality Sampling
 - PCE Above OHA Limits from two separate labs
- GSI Recommendation
 - Abandon Further for ASR viability & Drill Now



Monitoring Well

- Monitor groundwater levels from ASR 3 & Possibly ASR2
- Long-Term *may* be useful for other needs for City
- \$200,000





Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
 For the Meeting of March 24, 2025

Title/Subject

Resolution 2361- Well #4 Control Systems Contract Award

Summary and Background

The 2,500-gallon per minute Well No. 4 pump was designed in the 1960s and is obsolete. The control system is unreliable and inefficient, and the piping system has been dismantled to use for parts in other systems.

The station experiences large pressure fluctuations and configuring the pump control valve is challenging. The pump house also needs to be updated to ensure reliability during peak demands.

The [Well No. 4 Control System](#) project has been included in the rolling 5-Year Capital Improvement Plan as project W10.0 since 2018, and was originally slated for FY23, but due to unforeseen unfunded mandates (i.e. EPA Lead & Copper directives which cost \$250,000 to comply with), this project was re-prioritized to FY25. Unfortunately, that two year delay also exposed this project to two more years of price inflation. It is also worthy to note that due to the nature of this project, which is primarily electrical control equipment, which is much more heavily exposed to international trade policy than something like PVC pipe which is manufactured domestically, this project experienced cost increases related to tariffs. Therefore, the 25% import tax on Chinese electrical systems basically amounts to a 25% cost increase passed on to our local rate payers.

I simply point this out to highlight the fact that, although the Hermiston water utility is the one that has to collect revenue from rate payers to cover system costs, and therefore draws the ire of local residents, current and past Federal Government administrations through regulatory & trade policy are directly to blame for a considerable portion of the cost of this project.

Tie-In to Council Goals

City Facilities: Public facilities that meet the community needs of today and the future

Fiscal Information

Bids were opened on 3/18/2025 as follows:

<i>Engineer's Estimate:</i>	\$498,000.00
Tapani, Inc.:	\$525,300.00
C&E Trenching, LLC:	\$540,250.00
Mckinstry Electrical:	\$618,272.00
Neuman Electric, Inc.:	\$617,680.00
Goodman & Mehlenbacher:	\$748,650.00

This project will be paid for through water system user rates. The project is included in the current FY25 budget in an amount to get started, and will be included in the FY26 upcoming budget.

Alternatives and Recommendation**Alternatives**

1. Approve resolution 2361
2. Reject resolution 2361

Recommended Action/Motion

Motion to approve Resolution 2361

Submitted By:

Mark Morgan

BID TABULATION											
ANDERSON PERRY & ASSOCIATES, INC. P.O. Box 1107 La Grande, Oregon 97850				PROJECT: City of Hermiston, Oregon Well No. 4 Control System Upgrades - 2025				OWNER: City of Hermiston 180 N.E. 2nd Street Hermiston, Oregon 97838			
Bid Opening: 11:00 a.m., March 18, 2025, via QuestCDN Online Bidding Service				BIDDERS							
				Engineer's Estimate		Tapani, Inc.		C&E Trenching, LLC		Mckinstry Electric	
Item	Description	Unit	Amount	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Mobilization/Demobilization	LS	1	\$50,000.00	\$50,000.00	\$25,000.00	\$25,000.00	\$21,250.00	\$21,250.00	\$28,312.00	\$28,312.00
2	Electrical Service Disconnect	LS	1	\$94,000.00	\$94,000.00	\$70,000.00	\$70,000.00	\$76,500.00	\$76,500.00	\$74,102.00	\$74,102.00
3	Variable Frequency Drives and Associated Work	LS	1	\$278,000.00	\$278,000.00	\$320,000.00	\$320,000.00	\$326,000.00	\$326,000.00	\$332,268.00	\$332,268.00
4	Other Electrical Work	LS	1	\$31,000.00	\$31,000.00	\$62,500.00	\$62,500.00	\$72,500.00	\$72,500.00	\$55,745.00	\$55,745.00
5	Mechanical and Flowmeter Improvements	LS	1	\$20,000.00	\$20,000.00	\$22,300.00	\$22,300.00	\$26,500.00	\$26,500.00	\$75,250.00	\$75,250.00
	TOTAL BASE BID PRICE				\$473,000.00		\$499,800.00		\$522,750.00		\$565,677.00
ADDITIVE ALTERNATIVE											
A1	8-inch Gate and 8-inch Check Valve Replacements	LS	1	\$25,000.00	\$25,000.00	\$25,500.00	\$25,500.00	\$17,500.00	\$17,500.00	\$52,595.00	\$52,595.00
	SUBTOTAL ADDITIVE ALTERNATIVE				\$25,000.00		\$25,500.00		\$17,500.00		\$52,595.00
	TOTAL BASE BID PRICE PLUS ADDITIVE ALTERNATIVE				\$498,000.00		\$525,300.00		\$540,250.00		\$618,272.00

BID TABULATION											
ANDERSON PERRY & ASSOCIATES, INC. P.O. Box 1107 La Grande, Oregon 97850				PROJECT: City of Hermiston, Oregon Well No. 4 Control System Upgrades - 2025				OWNER: City of Hermiston 180 N.E. 2nd Street Hermiston, Oregon 97838			
Bid Opening: 11:00 a.m., March 18, 2025, via QuestCDN Online Bidding Service				BIDDERS							
				Engineer's Estimate		Neuman Electric, Inc.		Goodman & Mehlenbacher			
Item	Description	Unit	Amount	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Mobilization/Demobilization	LS	1	\$50,000.00	\$50,000.00	\$30,000.00	\$30,000.00	\$160,000.00	\$160,000.00		
2	Electrical Service Disconnect	LS	1	\$94,000.00	\$94,000.00	\$50,000.00	\$50,000.00	\$75,000.00	\$75,000.00		
3	Variable Frequency Drives and Associated Work	LS	1	\$278,000.00	\$278,000.00	\$426,240.00	\$426,240.00	\$347,850.00	\$347,850.00		
4	Other Electrical Work	LS	1	\$31,000.00	\$31,000.00	\$70,000.00	\$70,000.00	\$59,000.00	\$59,000.00		
5	Mechanical and Flowmeter Improvements	LS	1	\$20,000.00	\$20,000.00	\$16,000.00	\$16,000.00	\$63,550.00	\$63,550.00		
	TOTAL BASE BID PRICE				\$473,000.00		\$592,240.00		\$705,400.00		
ADDITIVE ALTERNATIVE											
A1	8-inch Gate and 8-inch Check Valve Replacements	LS	1	\$25,000.00	\$25,000.00	\$25,440.00	\$25,440.00	\$43,250.00	\$43,250.00		
	SUBTOTAL ADDITIVE ALTERNATIVE				\$25,000.00		\$25,440.00		\$43,250.00		
	TOTAL BASE BID PRICE PLUS ADDITIVE ALTERNATIVE				\$498,000.00		\$617,680.00		\$748,650.00		

RESOLUTION NO. 2361**A RESOLUTION AWARDDING A CONTRACT FOR WELL NO. 4 CONTROL SYSTEM PROJECT AND AUTHORIZING THE CITY MANAGER TO SIGN THE CONTRACT ON BEHALF OF THE CITY**

WHEREAS, the City of Hermiston (“City”) desires to improve Well #4 through a Control System Project; and

WHEREAS, these improvements fall within recommendations of the City’s Capital Improvement Plan; and

WHEREAS, notice was published, and bids were received from multiple bidders with Tapani, Inc. being the lowest responsive and responsible bidder at \$525,300.00; and

WHEREAS, the City has funds available for this project.

NOW, THEREFORE, THE CITY OF HERMISTON RESOLVES AS FOLLOWS:

1. That the contract for Well #4 Control System Project is awarded to Tapani, Inc.
2. That City Manager be, and is, hereby authorized to execute and deliver a contract for Well #4 Control System Project to Tapani, Inc. with such changes, additions, deletions, and modifications as the City Manager may approve.
3. That this resolution is effective immediately upon its passage.

PASSED by the Common Council this 24th day of March 2025.

SIGNED by the Mayor this 24th day of March 2025.

Doug Primmer, MAYOR

ATTEST:

Lilly Alarcon-Strong, CMC, CITY RECORDER



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
 For the Meeting of March 24, 2025

Title/Subject

Resolution 2362- Initiate LID for NW 2nd Street

Summary and Background

Northwest 2nd Street is a gravel unimproved street between W Elm Avenue and W. Cherry Avenue which provides direct access to three active industrial businesses, and two industrial lots which regularly get used for construction laydown activities.

This street has been identified as project ST 13.0 in the City's Capital Improvements Plan since 2018, but has existed in the appendix due to a lack of available funds.

The Oregon Department of Transportation is scheduled to erect traffic barricades on W Elm Avenue to better manage the efficient and safe flow of traffic through the Elm/395 intersection. These barricades will eliminate the ability for left-hand turning movements in to and out of NW Spruce. Therefore, the only remaining access on Elm Ave to the active businesses on NW 2nd for vehicles coming from the Northeast will be on NW 2nd. Similarly, the only Elm Avenue access for vehicles coming from these businesses looking to go West will be on NW 2nd. This will significantly increase the amount of traffic on this sub-standard street.

NW 2nd has been an unimproved gravel roadway due to two main factors:

- Non-Remonstrance Agreements (NRA)
 - o The City of Hermiston's standard requires that when a tax lot develops (structures are built on it), then the roadway in front of it must be built.
 - o Developers can avoid this obligation through signing an NRA. This generally states that they will not have to develop the street in order to build on their property, but if/when a Local Improvement District is proposed, then they waive their ability to formally oppose it's formation.
 - o Two of the five tax lots on NW 2nd have executed NRA's
- Undeveloped
 - o Undeveloped lots within the City are generally only required to pay to improve their street frontage at the time that they develop.
 - o Two of the five tax lots on NW 2nd have not formally developed

Due to the impending increase in traffic on NW 2nd triggered by the shift in traffic pattern accessing these businesses, it is recommended that the roadway be constructed to city standards.

Formation of a Local Improvement District (LID) is a way to finance public streets by levying the cost of the roadway on to the abutting properties which benefit from the street in amounts proportionate to their frontage.

The City of Hermiston has successfully executed 322 LID's, primarily to develop roadways.

There are several steps required by City Code, and State Law, in order to form an LID. The first step is that the City Council must direct the City Manager to have a report developed which actually scopes out the project, estimates costs, establishes methodology for assigning costs, etc. That is what Resolution 2362 does.

Tie-In to Council Goals

Transportation: Improve Mobility and Transportation

Fiscal Information

This resolution does not actually form an LID, or create any obligation whatsoever on to property owners. This resolution simply directs the City Manager to develop a report which can be used by the Council in determining whether or not to move forward to the next steps.

Alternatives and Recommendation

Alternatives

1. Approve resolution 2362
2. Reject resolution 2362.

Recommended Action/Motion

Motion to approve Resolution 2362

Submitted By:

Mark Morgan

RESOLUTION NO. 2362

A RESOLUTION INITIATING THE FORMATION OF A LOCAL IMPROVEMENT DISTRICT IN THE VICINITY OF NW 2ND STREET FROM W. CHERRY AVENUE TO W. ELM AVENUE AND DIRECTING THE CITY MANAGER TO PREPARE A FEASIBILITY REPORT FOR THE IMPROVEMENTS IN ACCORDANCE WITH THE ORDINANCES OF THE CITY OF HERMISTON.

WHEREAS, approximately 480 linear feet of City street Right of Way for NW 2nd Street exists in an underdeveloped nature consisting of a graveled surface between W. Cherry Avenue and W. Elm Avenue.

NOW, THEREFORE, THE CITY OF HERMISTON RESOLVES AS FOLLOWS:

1. That it is expedient and necessary to improve, and it is hereby proposed to curb, gutter, sidewalk and pave with asphalt, in accordance with standard city specifications, the following parts of streets hereinafter named and at the stated width:

NW 2nd Street from W. Cherry Avenue to W. Elm Avenue (width 28 feet).

2. That the city manager shall make, and is hereby instructed to prepare a report including a description of the local improvement project for the above described improvement and its boundaries based on preliminary project plans and specifications; a preliminary determination of the feasibility of making the proposed improvement, including an estimate of the actual cost of the proposed local improvement; a map of the proposed local improvement district with the address and the map and tax lot number or other sufficient description and ownership of each specially benefited property with a brief explanation of why the properties benefit; the proposed methodology for allocating the improvement project costs among and between the specially benefited properties, together with a description of other funds, if any, proposed to be used; the assessed valuation of each property and an estimate of the assessment amount for each lot or portion thereof, with a statement of the amount of outstanding assessments against any lot proposed to be assessed by the improvement.
3. That this resolution is effective immediately upon its passage.

PASSED by the Common Council this 24th day of March 2025.

SIGNED by the Mayor this 24th day of March 2025.

Doug Primmer, MAYOR

ATTEST:

Lilly Alarcon-Strong, CMC, CITY RECORDER



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
 For the Meeting of March 24, 2025

Title/Subject

Resolution 2363- Declare Intent to Form LID for NW 2nd Street

Summary and Background

Resolution 2362 discusses the need for improvements to NW 2nd street to accommodate increased traffic accessing businesses between Elm and Cherry.

A report has been developed which contains the relevant information regarding scope, cost, impacted properties, methodology and estimated cost to each property, and it is included with this staff report.

Resolution 2363 declares the City Council's intent to form the LID as outlined, and sets a date for a public hearing for the May 12, 2025 City Council meeting. If Resolution 2363 is approved, then the five impacted properties shall immediately be mailed notice of the hearing date, as well as informing them of the project scope, estimated cost, methodology for assigning costs, estimated amount assigned to their property, and rights available to submit written comment and formal remonstrance.

Although Resolution 2363 is technically declaring "intent to form," it does not form the LID. Upon receipt of public comment and/or remonstrances at the May 12 meeting, City Council may choose to cease LID formation.

Tie-In to Council Goals

Transportation: Improve Mobility and Transportation

Fiscal Information

The LID as presented allocates all costs to the benefitting properties. No taxpayer contribution is considered.

This resolution does not actually form an LID, or create any obligation whatsoever on to property owners. This resolution simply sets a public hearing date at which point Council will consider whether or not to actually form the LID.

Alternatives and Recommendation

Alternatives

1. Approve resolution 2363
2. Reject resolution 2363

Recommended Action/Motion

Motion to approve Resolution 2363

Submitted By:

Mark Morgan

RESOLUTION NO. 2363

A RESOLUTION ESTABLISHING THE INTENT TO FORM LOCAL IMPROVEMENT DISTRICT IN THE VICINITY OF NW 2ND STREET BETWEEN W. CHERRY AVENUE AND W. ELM AVENUE AND SETTING A DATE FOR PUBLIC HEARING

WHEREAS, on March 24, 2025, the City Manager of the City of Hermiston, Oregon, under the direction and by requirement of the council, did prepare and have on file in his office plans and specifications for the formation of a Local Improvement District, a copy of which is attached as Exhibit A for the installation of curb, gutter, sidewalk and paving of:

NW 2nd Street from W. Cherry Avenue to W. Elm Avenue (width 28 feet).

WHEREAS, Exhibit A also includes: a map of the proposed local improvement district boundary, including the address, map and tax lot and ownership information for each property within the boundary; an estimate of the actual cost of the improvements; and the proposed methodology for establishing special benefit and levying assessments, the estimated assessment to be levied against each property and a description of funds other than assessments that will be used to fund the local improvement; and

WHEREAS, the council has examined Exhibit A and finds the same satisfactory and the estimate therefore to be in accordance with the probable cost of such work; and

WHEREAS, the property recommended by the City Manager to be included within the boundaries of the district benefitted is in the judgement of the council proper to be included therein and no property is excluded therefrom which should properly be included therein; and

WHEREAS, the installation of the above described paving and utilities is at this time necessary.

NOW, THEREFORE, THE CITY OF HERMISTON RESOLVES AS FOLLOWS:

1. That it is expedient to improve, and it is hereby proposed, to curb, gutter, sidewalk, and pave NW 2nd Street between W. Cherry Avenue and W. Elm Avenue in accordance with Exhibit A, which is hereby adopted and approved.
2. That the total estimated cost identified in Exhibit A as \$580,000 shall be assessed as a local improvement district.
3. That the proposed improvement district is to be known as "LOCAL IMPROVEMENT DISTRICT NO. 323"; embracing the property benefitted and assessed for the payment of such improvements; which improvement district shall include all lots, parts of lots and parcels of land lying and being within the district described in Exhibit A.
4. That at least ten days prior to the public hearing on formation, the City Manager shall mail or personally deliver notice to the owners of each property proposed to be located within the local improvement district. In addition to the date, time and

location of the hearing, the notice shall include:

- a. A copy of Exhibit A, which includes a general description of the improvements, the boundary of the district, the addresses of each property included, the estimated cost of the proposed local improvement, the methodology for levying assessments and the estimated assessment for each property.
 - b. A statement that these are estimates only, and that the final assessment may be greater.
 - c. A statement that any interested person may testify or submit written comments on the proposed local improvement district and that any property owner may formally object by submitting a written remonstrance stating the reason for the objection and signed by each owner of the property and that the remonstrance must be received by the City Manager no later than 5:00 p.m. on the business day before the public hearing.
 - d. A form for remonstrance.
5. That a public hearing is set for the 12th day of May 2025 at or after 7:00 p.m. at the City Hall (180 NE 2nd St.) in Hermiston, Oregon at which time the Council shall provide a reasonable opportunity for persons to testify and shall consider any written comments received with any remonstrances on such proposed improvement.
 6. That this resolution is effective immediately upon its passage.

PASSED by the Common Council this 24th day of March 2025.

SIGNED by the Mayor this 24th day of March 2025.

Doug Primmer, MAYOR

ATTEST:

Lilly Alarcon-Strong, CMC, CITY RECORDER

EXHIBIT A

N.W. 2ND STREET LOCAL IMPROVEMENT DISTRICT ENGINEERING REPORT

MARCH 2025



Prepared for the
City of Hermiston, Oregon

**N.W. 2ND STREET
LOCAL IMPROVEMENT DISTRICT
ENGINEERING REPORT**

FOR

CITY OF HERMISTON, OREGON

2025



ANDERSON PERRY & ASSOCIATES, INC.

**La Grande, Redmond, Hermiston, and Enterprise, Oregon
Walla Walla, Washington**

Table of Contents

Section 1 - Project Description	1-1
General	1-1
Project Description	1-1
Section 2 - Preliminary Feasibility Analysis	2-1
Street Improvement	2-1
Other Utilities	2-1
Project Cost.....	2-1
Section 3 - Property Benefit Analysis	3-1
Hermiston Municipal Code 157.164.....	3-1
Section 4 - Project Cost Allocation	4-1
Methodology.....	4-1
Description of Other Funds	4-1
Section 5 - Property Valuation and Assessment Estimate	5-1
General	5-1
Long-term Repayment Plan	5-1
TABLE	
Table 5-1 Umatilla County Assessor's Property Valuations.....	5-1
FIGURES	
Figure 1-1 Location and Vicinity Maps	
Figure 1-2 Aerial Photograph	
Figure 1-3 Proposed Improvements	
Figure 1-4 Urban Local Street Sections	
Figure 2-1 Preliminary Cost Estimate	
Figure 3-1 Property Benefit Analysis	
Figure 4-1 Project Cost Allocation	
APPENDIX	
Appendix A - Tax Lot Map	
Appendix B - Standard Drawings	

Section 1 - Project Description

General

The City of Hermiston, Oregon, is considering the formation of a Local Improvement District (LID) for N.W. 2nd Street to provide street improvements in anticipation of increased traffic due to upcoming improvements to Highway 207 (W. Elm Avenue). These improvements would generally include replacing existing gravel streets with urban local residential streets.

Project Description

The proposed LID location is shown on Figure 1-1, Location and Vicinity Maps, and an aerial of the proposed LID boundary is shown on Figure 1-2, Aerial Photograph. The proposed LID consists of five properties, comprising a total of approximately 4.36 acres. A 40-foot wide existing right-of-way is available for the construction of the street improvements. The N.W. 2nd Street LID tax map with lot lines and parcel sizes is included in Appendix A.

The improvements for the proposed LID are shown on Figure 1-3, Proposed Improvements. The improvements would consist of approximately 480 linear feet (LF) of street improvement, including 5-foot sidewalks, pedestrian ramps, driveways, curb and gutter, two 14-foot travel lanes, and stormwater facilities. "No Parking" signs would be located on both sides of the street. The pavement section would consist of 3 inches of asphalt concrete pavement on 3 inches of 3/4"-0 aggregate base and 6 inches of 1"-0 aggregate base. These proposed improvements are based on a planning-level design and are preliminary in nature. A typical street cross section of the proposed street improvements, based on City Standard Drawing ST11 Local Residential - Option 1, is shown on Figure 1-4. A property benefit analysis is included in Chapter 3, with property boundaries current as of January 2025.

SECTION 10, T. 4 N., R. 28 E., W.M.

PROJECT LOCATION

VICINITY MAP

PROJECT LOCATION

SCALE IN FEET

Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, (c) OpenStreetMap contributors, and the GIS User Community

To Stanfield

FIGURE
1-1

33



X:\Clients\Hermiston OR\736-171 LID 2nd St Dogwood Ave Improvements\CAD\ER-736-171-FIG1-2_Aerial.dwg, Layout1, 3/17/2025 10:52 AM, gsaubier



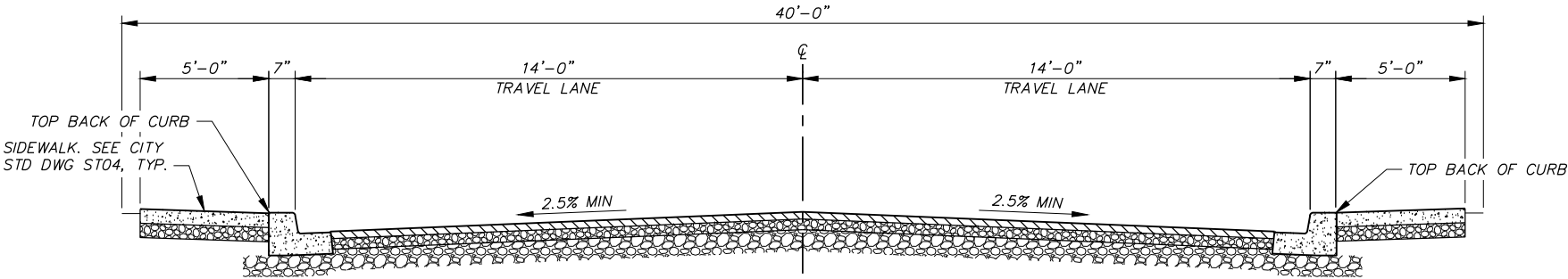
CITY OF
HERMISTON, OREGON
N.W. 2ND STREET LOCAL IMPROVEMENT DISTRICT
ENGINEERING REPORT

AERIAL PHOTOGRAPH

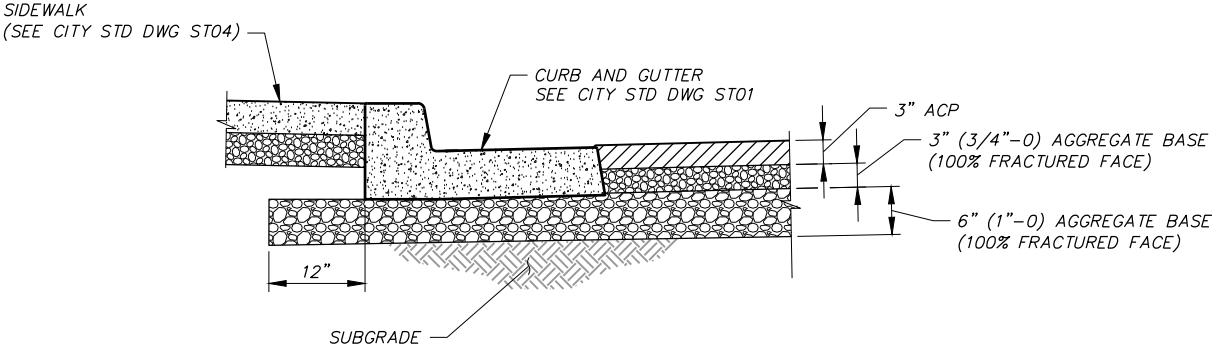
FIGURE
1-2



X:\Clients\Hermiston OR\736-171 LD 2nd St Dogwood Ave Improvements\CAD\ER-736-171-FIG1-3_Improvements.dwg, Layout1, 3/17/2025 10:49 AM, gsaubier



STREET CROSS SECTION
NTS



PAVEMENT SECTION
NTS

Section 2 - Preliminary Feasibility Analysis

Street Improvement

The proposed street improvements required for the N.W. 2nd Street Local Improvement District (LID) shown on Figures 1-3 and 1-4 are feasible; however, they present certain challenges. The streets have been graded and graveled within the existing 40-foot right-of-way (ROW). The ROW width is narrower than the city standard ROW width of 50-feet. The street section shown on Figure 1-4 will be used to fit within the existing ROW. Additionally, the power poles near the edge of the ROW would need to be considered during engineering design. If the power poles are confirmed to be in the proposed sidewalk, they would need to be relocated during construction to provide a 4-foot wide accessible path. Nevertheless, no significant obstacles are preventing the proposed street improvements.

Other Utilities

Water, sewer, communications, and electricity are currently available to the properties in the proposed LID.

Project Cost

A preliminary cost estimate was prepared as part of the feasibility analysis and is shown on Figure 2-1, Preliminary Cost Estimate. Due to the preliminary nature of the cost estimate, a 20 percent construction contingency has been included to account for unforeseen issues and potential variability in the bidding environment when the improvements are to be constructed. As shown, the estimate includes anticipated engineering as a percentage of construction costs. The preliminary cost estimate assumes construction of the improvements would occur in 2026; an anticipated annual inflation of 5 percent was calculated and is shown on the cost estimate. The cost estimate would need to be reviewed and potentially adjusted should the street improvements project move to the design and construction phases.

CITY OF HERMISTON, OREGON
N.W. 2ND STREET
LOCAL IMPROVEMENT DISTRICT
PRELIMINARY COST ESTIMATE
March 17, 2025

NO.	DESCRIPTION	UNIT	UNIT PRICE	ESTIMATED QUANTITY	TOTAL PRICE
1	Mobilization/Demobilization	LS	\$ 34,000	All Req'd	\$ 34,000
2	Temporary Protection and Direction of Traffic/Project Safety	LS	6,000	All Req'd	6,000
3	Erosion and Sediment Control	LS	3,300	All Req'd	3,300
4	Removal of Structures and Obstructions*	LS	11,000	All Req'd	11,000
5	General Earthwork	LS	6,000	All Req'd	6,000
6	3/4"-0 Aggregate Base (3 inches)	CY	85	180	15,300
7	1"-0 Aggregate Base (6 inches)	CY	85	870	73,950
8	3-inch Asphalt Concrete Pavement	TON	175	250	43,750
9	Concrete Curb and Gutter	LF	50	960	48,000
10	American with Disabilities Act Ramp	EA	3,750	6	22,500
11	Concrete Driveway Approaches	SF	18	750	13,500
12	Concrete Sidewalk	SF	14	4,050	56,700
13	Stormwater**	LS	50,000	All Req'd	50,000
14	Surface Restoration	LS	3,000	All Req'd	3,000
15	Permanent Striping and Signing	LS	3,000	All Req'd	3,000
Estimated Construction Cost					\$ 390,000
Construction Contingency (20%)					80,000
Design Engineering (10%)					40,000
Construction Engineering (10%)					40,000
Total Year 2025 Estimated Project Cost					\$ 550,000
Inflation at Time of Construction*** (Assumed Construction Year 2026)					30,000
TOTAL YEAR 2026 ESTIMATED IMPROVEMENTS COST					\$ 580,000

*Power pole relocation is not included in this cost estimate since its location relative to the right-of-way has not been determined.

**Stormwater is assumed to include three drywell manholes, three sedimentation chambers, and six catch basins.

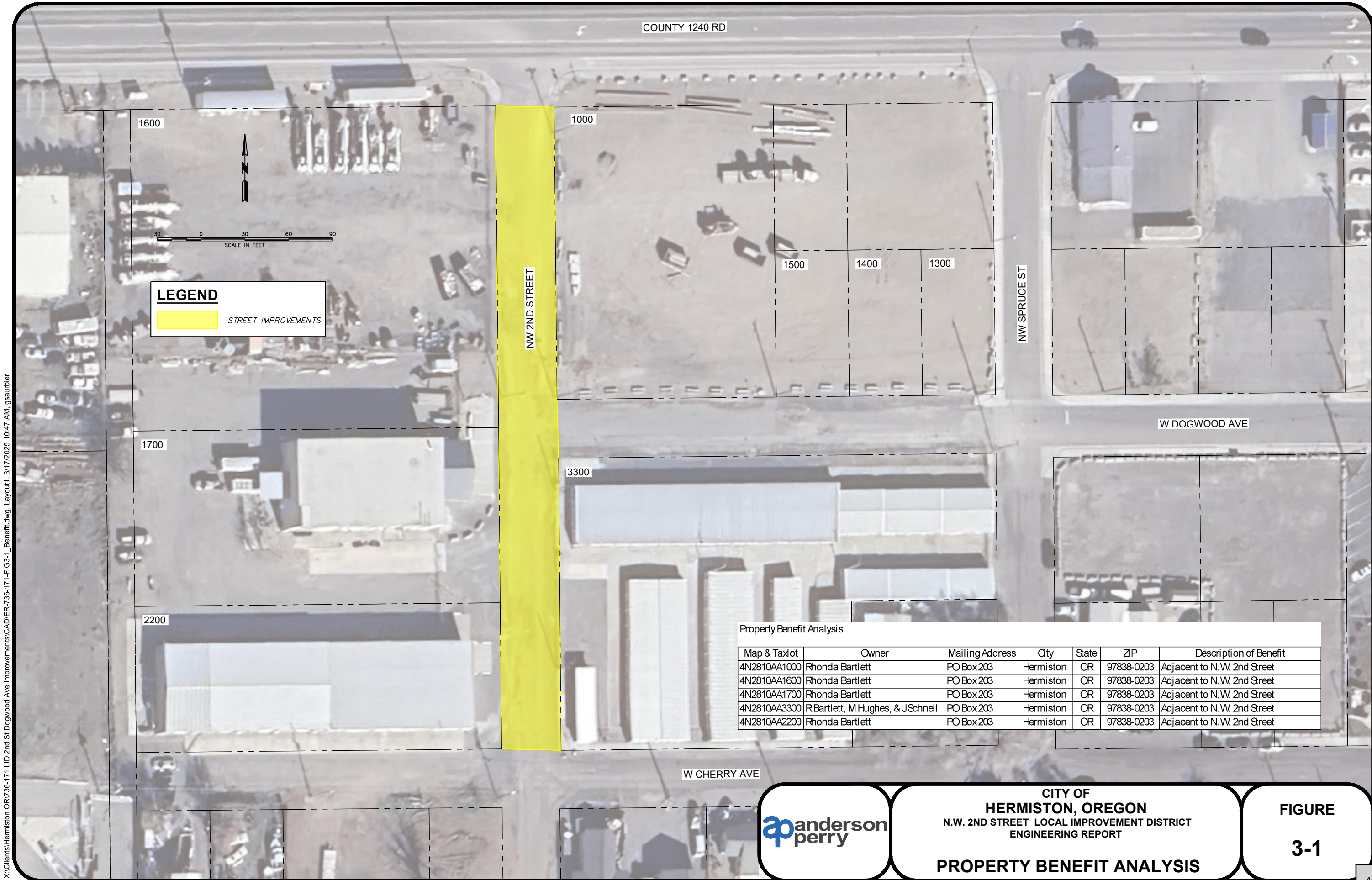
***Construction cost inflation is assumed to be 5 percent annually until construction occurs.

Section 3 - Property Benefit Analysis

Hermiston Municipal Code 157.164

Figure 3-1, Property Benefit Analysis, includes property identification information, ownership information, and a description of the benefit that each property would receive from the proposed improvements. For all properties in this N.W. 2nd Street Local Improvement District (LID), the benefit to each property is that the street infrastructure that would be installed for the proposed development area would be in conformance with Hermiston Municipal Code 157.164. The proposed street improvements would ensure each tax lot has paved access to and from the remainder of the street system.

Section 4 of this LID Engineering Report outlines the methodology for assigning costs, which would be based on linear feet (LF) of frontage adjacent to the street improvements. Since no off-site improvements are included in this LID Engineering Report, the benefit that each property would receive is directly proportional to the LF of improvements installed.



X:\Clients\Hermiston OR\736-171 LID 2nd St Dogwood Ave Improvements\CAD\IER-736-171-FIG3-1_Benefit.dwg, Layout1, 3/17/2025 10:47 AM, gsaubier

CITY OF
HERMISTON, OREGON
N.W. 2ND STREET LOCAL IMPROVEMENT DISTRICT
ENGINEERING REPORT

PROPERTY BENEFIT ANALYSIS

FIGURE
3-1

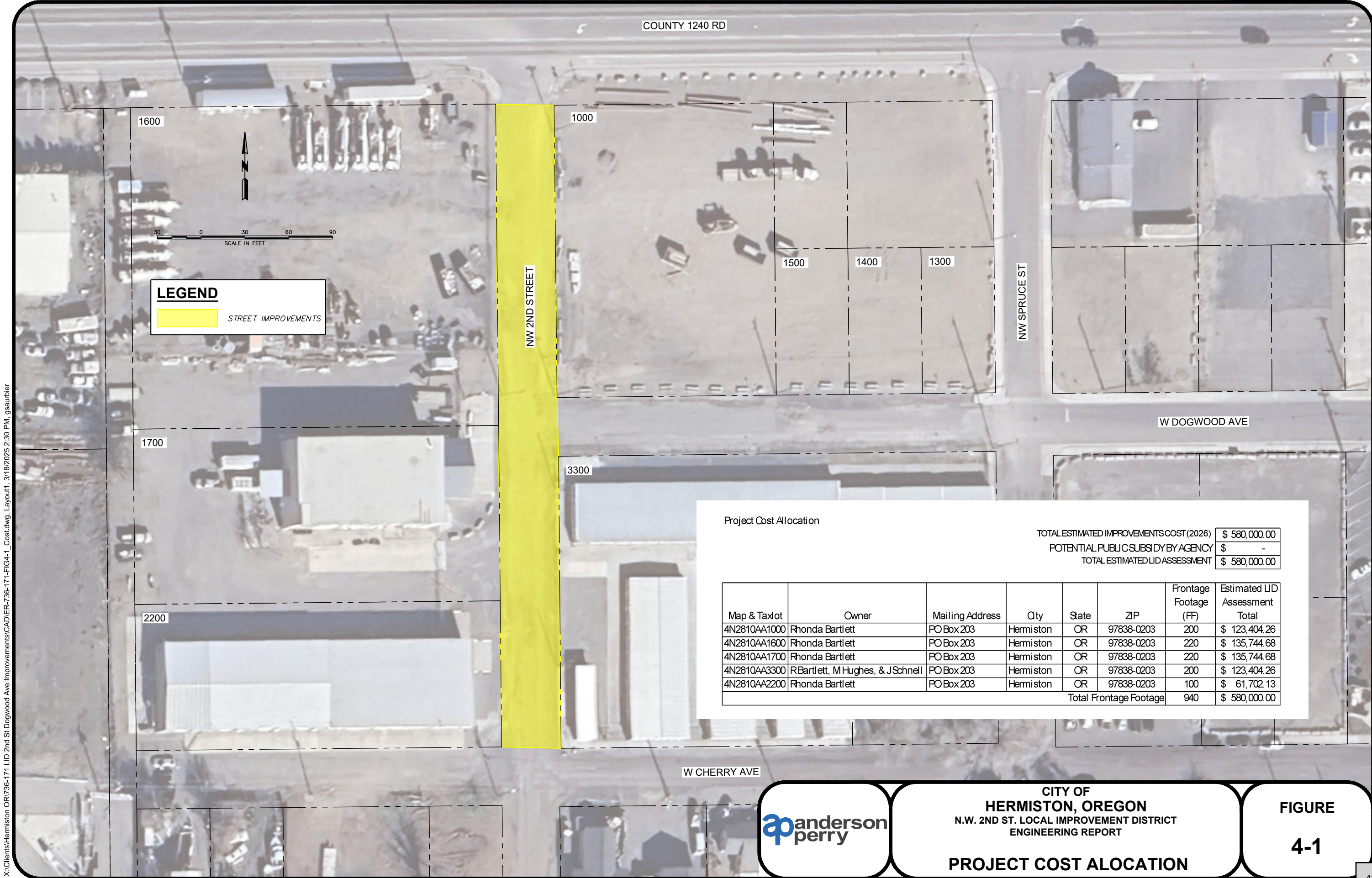
Section 4 - Project Cost Allocation

Methodology

The street improvement project included in the proposed N.W. 2nd Street Local Improvement District (LID) lends itself to allocating costs based on each property's frontage along the street improvements. The property frontage length along the proposed street improvements relative to total property frontage on the proposed street improvements for all properties in the LID is directly proportional to the assessment of each property. This method would distribute the costs of the LID equitably. Figure 4-1, Project Cost Allocation, shows each affected property, its associated frontage length, and its associated estimated LID assessment.

Description of Other Funds

The project cost is anticipated to be completely covered by the owners of the properties within the LID, so no additional funds would be required.



X:\Clients\Hermiston OR\736-171 LID 2nd St Dogwood Ave Improvements\CAD\IER-736-171-FIG4-1_Cost.dwg, Layout1, 3/18/2025 2:30 PM, gsaubier

Section 5 - Property Valuation and Assessment Estimate

General

The valuations for each property shown on Table 5-1 below represent the latest figures available from the Umatilla County Assessor's office. Table 5-1 shows an estimate of the amount to be assessed for each property in the N.W. 2nd Street Local Improvement District (LID). These amounts represent the total current value of the assessments without regard for potential long-term repayment plans and associated interest fees. An explanation of options for long-term payment plans is available below. A full accounting of how the assessment was calculated, using the methodology outlined in Section 4, is shown on Figure 4-1, Project Cost Allocation. Actual costs would be determined after construction is completed and final project costs are known.

TABLE 5-1
UMATILLA COUNTY ASSESSOR'S PROPERTY VALUATIONS

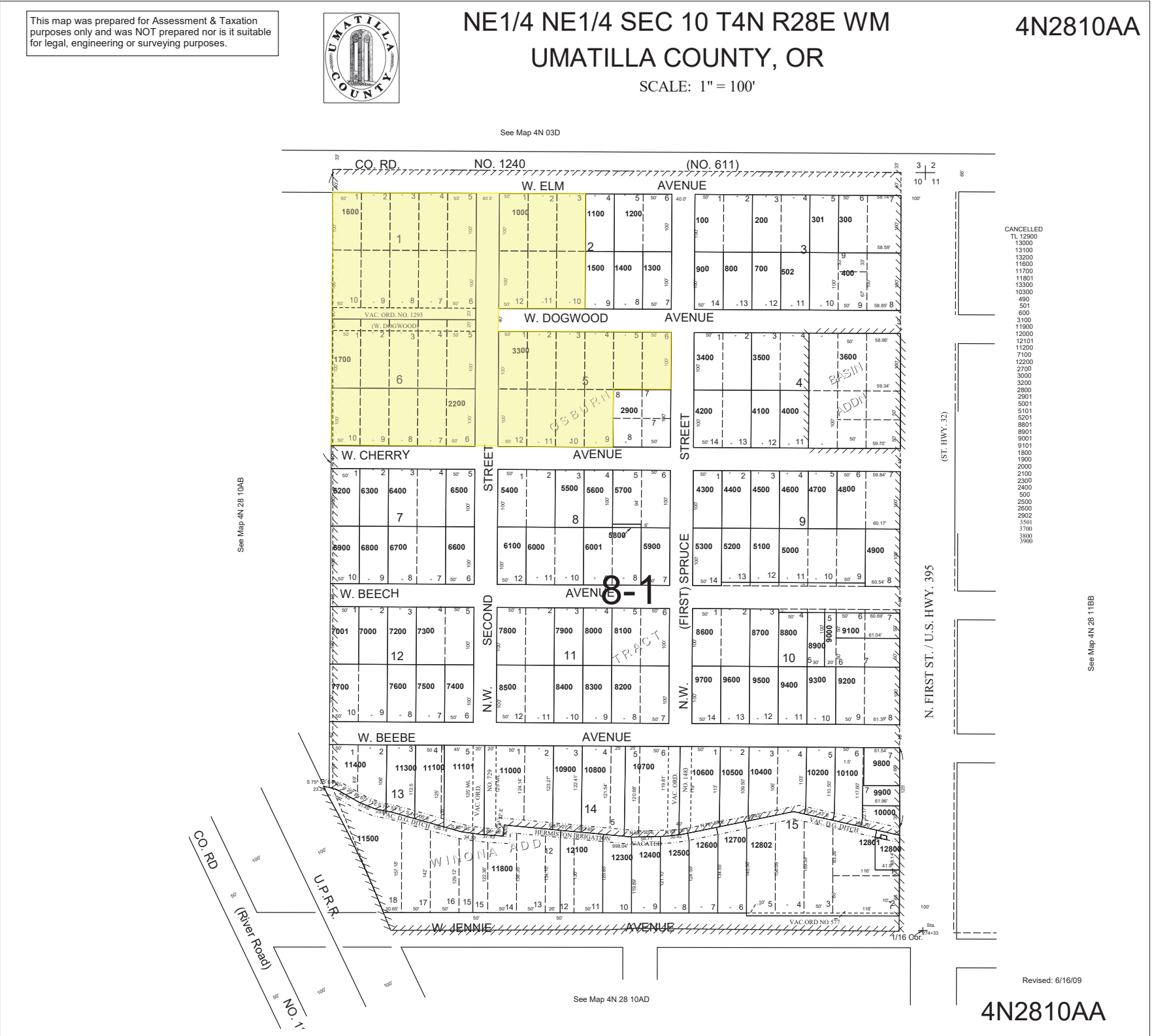
Map and Tax lot	Assessed Value	Real Market Value	Outstanding Tax Assessments	Estimated LID Assessment Total
4N2810AA1000	\$112,740	\$283,500	\$0	\$123,404
4N2810AA1600	\$156,580	\$439,230	\$0	\$135,745
4N2810AA1700	\$238,220	\$678,790	\$0	\$135,745
4N2810AA3300	\$662,380	\$1,502,500	\$0	\$123,404
4N2810AA2200	\$436,610	\$927,070	\$0	\$61,702
TOTAL	\$1,606,530	\$3,831,090	\$0	\$580,000

Long-term Repayment Plan

The construction of the proposed improvements considered in the LID would be coordinated by the City of Hermiston on behalf of each of the properties. Each property owner would have the option to pay their LID assessment in its entirety, or they may choose to make installment payments over ten years. The City intends to finance the improvements upfront through the most cost-effective means available. Any costs associated with carrying costs of financing the proposed improvements would be passed on directly to the benefiting properties; however, the City would not add on any administrative or overhead fees associated with obtaining and managing the financing instrument.

APPENDIX A

Tax Lot Maps

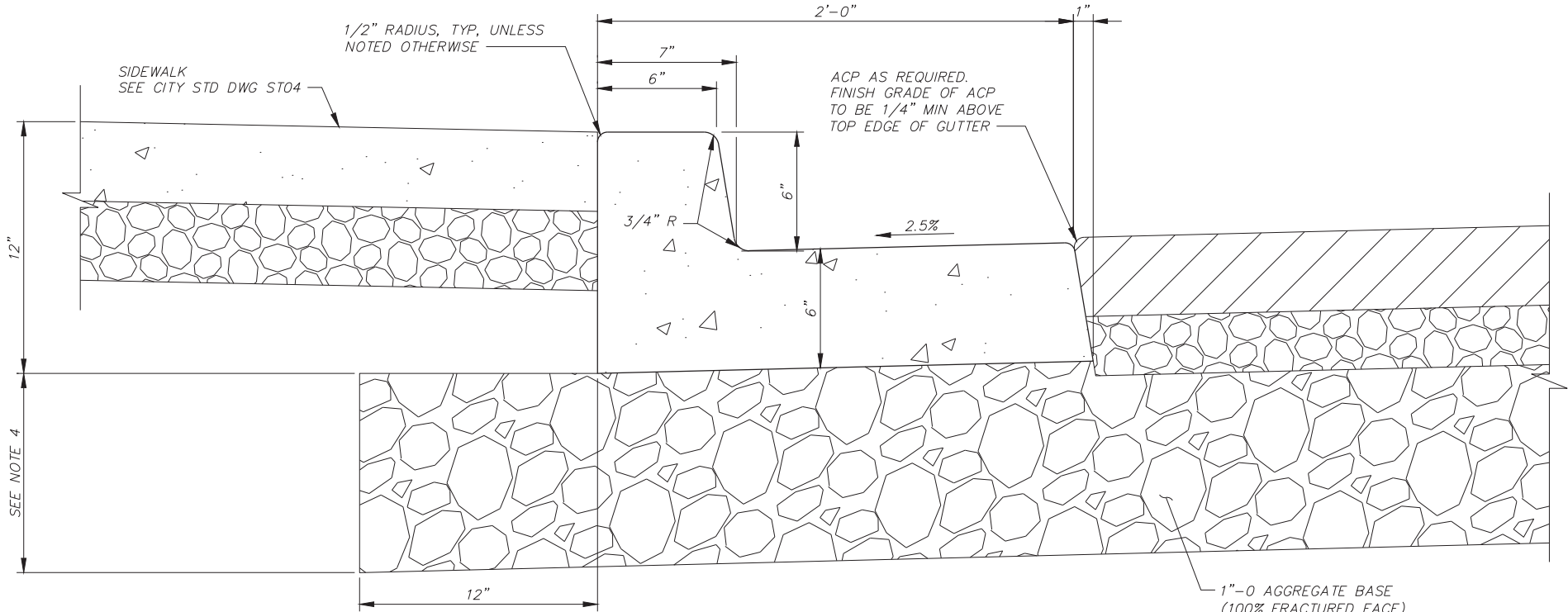


Appendix B

Standard Drawings

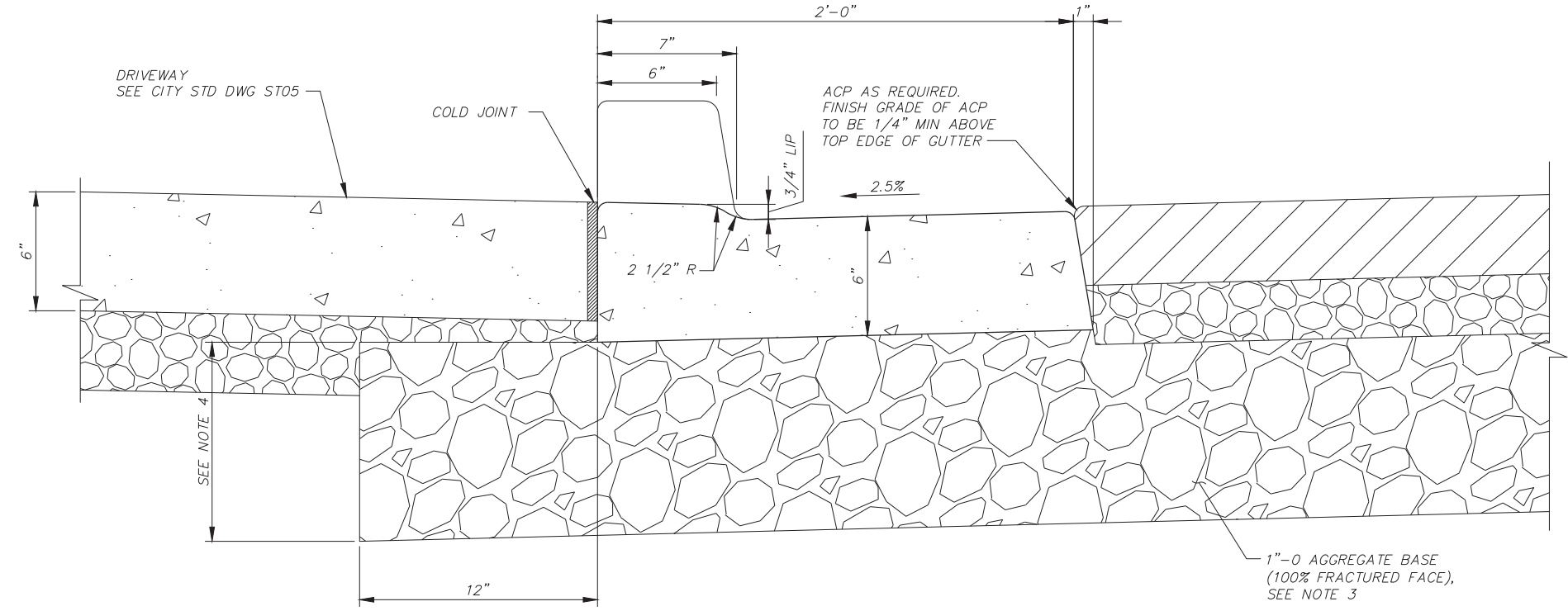
NOTES

1. GUTTER CROSS SLOPE SHALL BE MINIMUM 2% AND MAXIMUM 3% UNLESS OTHERWISE APPROVED BY THE CITY.
2. ALL CONCRETE SHALL BE COMMERCIAL GRADE 4,000 PSI CONCRETE.
3. COMPACT AGGREGATE BASE TO 95% MAXIMUM DRY DENSITY PER ASTM D1557.
4. AGGREGATE BASE THICKNESS BELOW CURB AND GUTTER SHALL BE 6" THICK OR CONFORM TO CITY STD DWG ST07-ST11, WHICHEVER IS GREATER.
5. SEE CITY STD DWG ST04 FOR CURB AND GUTTER JOINT REQUIREMENTS.
6. CONCRETE SHALL BE TROWELED SMOOTH PRIOR TO APPLYING BROOM FINISH.
7. INSPECTION CRITERIA:
 - 7.1. COMPLETED CURB AND GUTTER SHALL NOT CAUSE PUDDLING ISSUES. PUDDLE WIDTH SHALL NOT EXCEED 75% OF THE GUTTER WIDTH AND PUDDLE LENGTH SHALL NOT EXCEED 2'.
 - 7.2. CROSS SLOPE OF THE GUTTER SHALL BE A MINIMUM OF 1.5% AND A MAXIMUM OF 3.5% AS MEASURED BY A 2' ELECTRONIC LEVEL.
 - 7.3. THERE SHALL BE NO BREAK POINTS OR REVERSE SLOPE IN THE GUTTER CROSS SLOPE AS MEASURED BY A 2' ELECTRONIC LEVEL. THE MAXIMUM ALLOWABLE GAP BETWEEN THE LEVEL AND THE GUTTER SURFACE SHALL BE 1/8".
 - 7.4. WHEN A 6 FOOT LONG STRAIGHTEDGE IS LAID ON THE TOP FACE OF THE CURB OR ON THE SURFACE OF THE GUTTER, THE SURFACE SHALL NOT VARY MORE THAN 0.02 FEET FROM THE EDGE OF THE STRAIGHTEDGE EXCEPT AT GRADE CHANGES OR VERTICAL CURVES.
 - 7.5. THE CONTRACTOR SHALL CONSTRUCT ALL CURB AND GUTTER WITHIN 0.02 FEET OF TRUE LINE, WITHIN 0.02 FEET OF ESTABLISHED SURFACE GRADE, CROSS SECTION, AND SLOPE, AND WITHIN 0.02 FEET OF SPECIFIED THICKNESS.
8. WHEN INSTALLING NEW CURB AND GUTTER ON AN EXISTING PAVED STREET, THE ASPHALT SHALL BE CUT A MINIMUM OF 2 FEET FROM THE EDGE OF THE GUTTER OR AS NEEDED TO ACHIEVE COMPACTION OF THE AGGREGATE BASE BY MECHANICAL MEANS.



STANDARD CURB AND GUTTER

NTS



CURB AND GUTTER AT DRIVEWAY

NTS

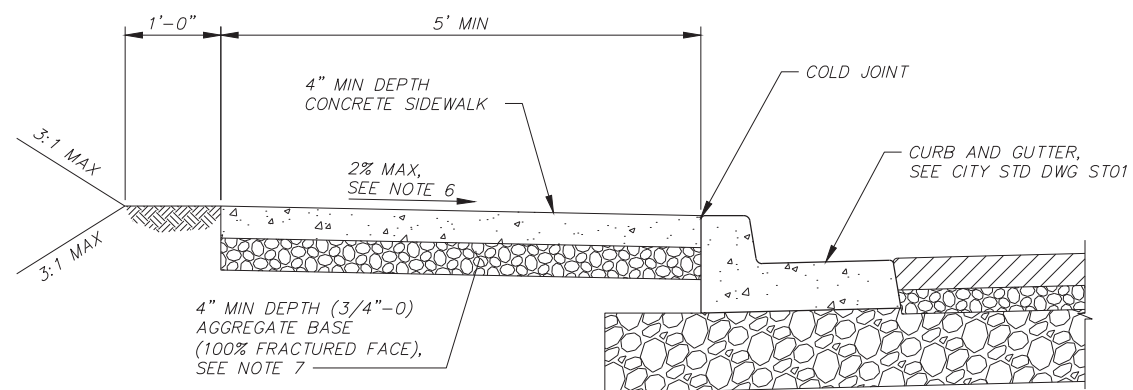


Where Life is Sweet

CITY OF
HERMISTON, OREGON
STANDARD DRAWINGS

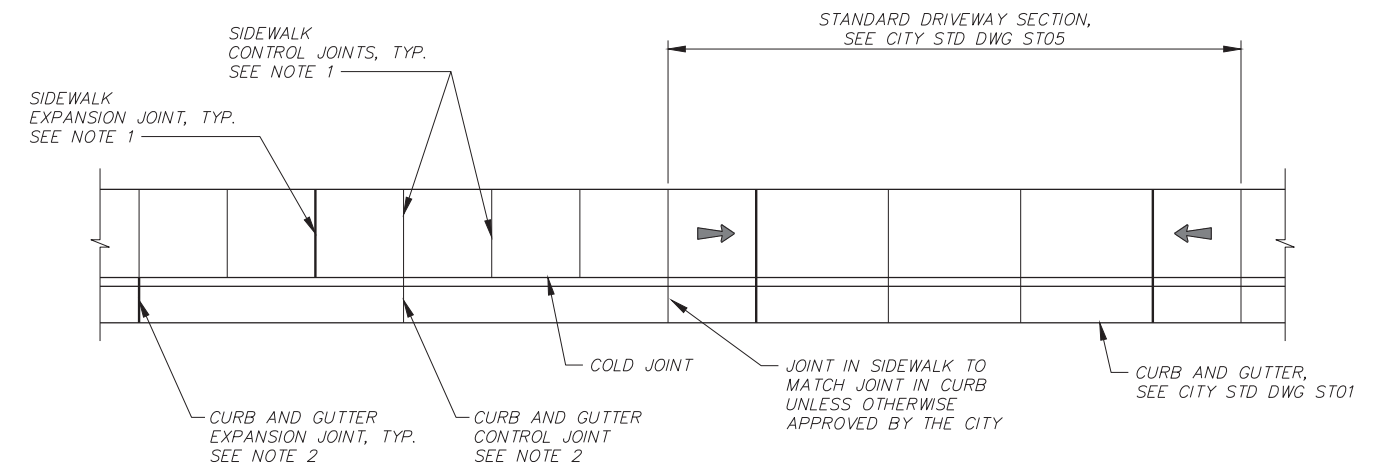
CURB AND GUTTER

FIGURE
ST01



SIDEWALK SECTION

NTS

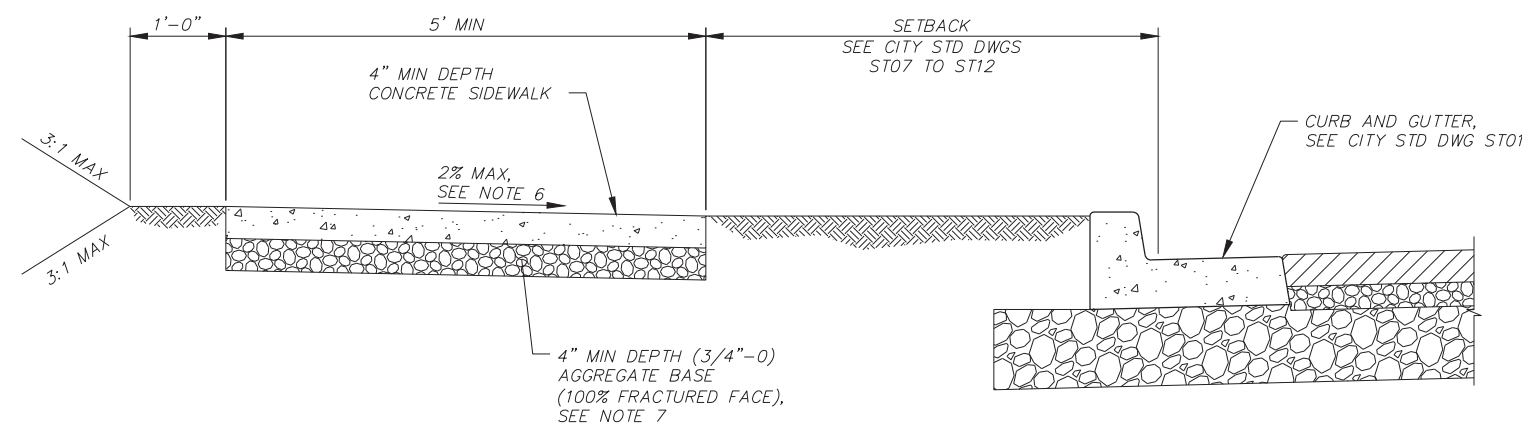


TYICAL PLAN VIEW

NTS

NOTES

1. SIDEWALK JOINT REQUIREMENTS:
 - EXPANSION JOINT SPACING SHALL BE 45' ON CENTER MAXIMUM, AND SHALL BE PROVIDED AROUND POLES, BOXES, AND ANY FIXTURES WHICH PROTRUDE THROUGH THE SIDEWALK, BETWEEN ANY STRUCTURE IMMEDIATELY ADJACENT TO THE SIDEWALK, AND AT THE ENDS OF EACH DRIVEWAY (AS DETERMINED BY DRIVEWAY WIDTH).
 - FOR SIDEWALKS LESS THAN 8' WIDE, TRANSVERSE CONTROL JOINT SPACING SHALL BE EQUAL TO THE WIDTH OF THE SIDEWALK EXCLUDING THE CURB. FOR SIDEWALKS 8' OR GREATER IN WIDTH TRANSVERSE CONTROL JOINT SPACING SHALL BE EQUAL TO HALF THE WIDTH OF THE SIDEWALK AND A LONGITUDINAL CONTROL JOINT SHALL BE CONSTRUCTED AT THE CENTER OF THE SIDEWALK.
2. CURB AND GUTTER JOINT REQUIREMENTS:
 - EXPANSION JOINTS ARE OPTIONAL WHEN USED. SPACING SHALL BE 200' ON CENTER MAXIMUM AND SHALL BE PLACED AT POINTS OF TANGENCY, AT BOTH ENDS OF EACH DRIVEWAY, AT CONNECTION TO EXISTING CURB/GUTTER, AND ADJACENT TO ANY STRUCTURE.
 - CONTROL JOINT SPACING SHALL BE 15' ON CENTER MAXIMUM, AND SHALL BE PLACED AT THE ENDS OF EACH STORMWATER INLET AND CURB RAMP.
3. CONCRETE DEPTH FOR SIDEWALKS SHALL BE 4" MIN, SEE ST05 FOR DRIVEWAY THICKNESS.
4. BROOM FINISH ALL SIDEWALKS AND DRIVEWAYS.
5. WHERE NEW SIDEWALK CONSTRUCTION ABUTS AN EXISTING SIDEWALK NOT MEETING CITY STANDARDS, NEW SIDEWALK CONSTRUCTION MUST TRANSITION TO MEET CITY STANDARDS WITHIN A MAXIMUM DISTANCE EQUAL TO THE WIDTH OF THE SIDEWALK EXCLUDING THE CURB.
6. TO ENSURE SLOPES DO NOT EXCEED MAXIMUM ALLOWABLE SLOPES, IT IS RECOMMENDED TO SET SLOPES LOWER THAN MAXIMUM ALLOWABLE SLOPES AS FOLLOWS:
 - FOR 2% MAX, SET SLOPE AT 1.5%
 - FOR 8.33% MAX, SET SLOPE AT 7.5%SIDEWALK WITH SLOPES EXCEEDING MAXIMUM ALLOWABLE VALUES SHALL BE REMOVED AND REPLACED AT THE CONTRACTORS EXPENSE.
7. COMPACT AGGREGATE BASE (100% FRACTURED FACE) TO 95% MAXIMUM DRY DENSITY PER ASTM D1557.
8. ALL CONCRETE SHALL BE COMMERCIAL GRADE 4,000 PSI CONCRETE.



SIDEWALK SECTION WITH SETBACK

NTS



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
 For the Meeting of March 24, 2025

Title/Subject

Resolution No. 2364 – Good Shepherd Health Care System (GSHCS) Police Funding Agreement

Summary and Background

Based on experience and on trends in other locations, Chief Edmiston had been having conversations with GSHCS leadership over the past few years about having some type of police presence in the hospital. With the most recent change in leadership, there was interest expressed and over the past six plus months a concept of having Hermiston Police Department officers stationed at GSHCS on a 24/7 basis. The approach that has been agreed upon by both parties is to hire an additional officer for each shift (4) and then have one officer per shift assigned as a beat to GSHCS.

For that level of service GSHCS has agreed to pay for all costs related to this level of coverage. All costs are defined as salaries, benefits, taxes, along with training, and equipment costs.

Tie-In to Council Goals

2024 Goal 2.5 Develop plan to increase police officer staffing.

Fiscal Information

April 1, 2025 – June 30, 2025	\$254,840
-------------------------------	-----------

July 1, 2025 – June 30, 2026	\$582,748
------------------------------	-----------

Provides for a 5% increase to the costs. Allows for renegotiation if City costs rise above 5% annually.

Provides for an initial three-year agreement with the ability to terminate the contract for either party with six months (180 days) notice.

Alternatives and Recommendation**Alternatives**

The city council may choose to:

1. Approve Resolution No. 2364 authorizing the City Manager's signature on the funding agreement as presented.
2. Modify the funding agreement and approve Resolution No. 2364 as amended.
3. Direct staff to make major modifications to the funding agreement and return to city council at a future meeting.

Recommended Action/Motion

Approve the resolution as presented.

Submitted By:

Byron S. Smith, City Manager

RESOLUTION NO. 2364**A RESOLUTION AUTHORIZING AN AGREEMENT WITH GOOD SHEPHERD HEALTH CARE SYSTEM FOR FUNDING OF POLICE DEPARTMENT POSITIONS AND TO AUTHORIZE THE CITY MANAGER TO SIGN ALL NECESSARY DOCUMENTS ON BEHALF OF THE CITY**

WHEREAS, Good Shepherd Health Care System (“GSHCS”) desires to enter into an agreement with the City of Hermiston (“City”) to have a dedicated Hermiston Police Department (“HPD”) patrol beat for GSHCS properties; and

WHEREAS, GSHCS has offered to fund up to four HPD officers to staff the dedicated patrol beat which would be known as the Good Shepherd Patrol Beat (“Patrol Beat”); and

WHEREAS, the HPD officers would at all times remain City employees and would be specifically assigned to the Patrol Beat; and

WHEREAS, HPD has the staff to fill the Patrol Beat positions; and

WHEREAS, the City and the GSHCS have proposed an Agreement (“Agreement”) for GSHCS to fund and the City to provide HPD officer for the dedicated Patrol Beat, the proposed Agreement is attached and incorporated by this reference; and

WHEREAS, City staff believe it is in the best interest of the City to approve and execute the Agreement.

NOW, THEREFORE, THE CITY OF HERMISTON RESOLVES AS FOLLOWS:

1. That the Agreement between the City of Hermiston and Good Shepherd Health Care System to fund Hermiston police department positions is hereby approved.
2. That the City Manager is authorized to sign the Agreement.
3. That this resolution is effective immediately upon its passage.

PASSED by the Common Council this 24th day of March 2025.

SIGNED by the Mayor this 24th day of March 2025.

Doug Primmer, MAYOR

ATTEST:

Lilly Alarcon-Strong, CMC, CITY RECORDER

**AGREEMENT BETWEEN THE CITY OF HERMISTON AND GOOD
SHEPHERD HEALTH CARE SYSTEM REGARDING FUNDING OF
HERMISTON POLICE DEPARTMENT POSITIONS**

The City of Hermiston (“City”), a municipal corporation of the State of Oregon, acting by and through the Hermiston Police Department (“HPD”), and Good Shepherd Health Care System (“GSHCS”), a non- profit corporation, by and through their duly authorized representatives enter into this agreement (“Agreement”), for the purpose of providing dedicated police patrol services to GSHCS. This Agreement may refer to the City, HPD, and GSHCS individually as a (“Party”) or jointly as (“Parties.”)

RECITALS

1. PURPOSE. Both Parties agree that the purpose of this Agreement is for the funding of up to four (4) HPD officers to be assigned to a patrol beat located at GSHCS. For the purposes of this agreement, officers assigned to GSHCS shall be referred to as assigned to the Good Shepherd Patrol Beat.
2. GOOD SHEPHERD PATROL BEAT.
 - a. TERM. The term of the GSHCS funding of HPD positions in support of the Good Shepherd Patrol Beat will be April 1, 2025, through June 30, 2028.
 - b. SERVICE LEVEL. The Parties agree that the level of police service will include up to four (4) HPD officers. HPD personnel will remain employees of the City and shall not be considered employees or agents of GSHCS.
 - c. ASSIGNMENTS.
 - i. Deployment. The City shall employ, and maintains all authority over, any officer assigned to work the Good Shepherd Patrol Beat. The Parties recognize that GSHCS and HPD have legitimate interests in the management and deployment of police officers assigned to the Good Shepherd Patrol Beat. The Parties agree to work together to ensure that the allocation and deployment of police officers assigned to GSHCS is effective and efficient.
 - ii. Daily Operation. Supervision of the HPD officers assigned to the Good Shepherd Patrol Beat will be designated by the Chief of Police. GSHCS may provide input and identify concerns to the HPD officers assigned to the overall Good Shepherd Patrol Beat through periodic communications or meetings. Other details regarding the exact number of officers and daily operations will be agreed to annually

and are set forth in Exhibit A, which is incorporated by this reference.

- iii. Policies and Procedures and Training. All officers assigned to the Good Shepherd Patrol Beat will remain subject to the policies and procedures and training requirements of the City and the Hermiston Police Department.
- iv. Selection and Assignment. Selection and assignment of HPD officers to Good Shepherd Patrol Beat will be determined by HPD. The best effort will be made to select the most qualified available officer making application for assignment to the Good Shepherd Patrol Beat. If GSHCS has any issues with the officers chosen, it will notify HPD.

d. REIMBURSEMENT OF COSTS.

- i. Costs. The City shall bill GSHCS for the total costs of up to four (4) HPD Officers, which is to include the total of salaries and premiums, overtime, health benefits, payroll taxes, retirement costs calculated using the sworn OPSRP rate, training, vehicle leases, and one-time equipment costs.
- ii. Billing. City will invoice GSHCS on a monthly basis and the amounts due under such invoice shall be payable within thirty (30) days after GSHCS' receipt of such invoice. The monthly total being the agreed upon Budget period divided by the months served under the agreement.
- iii. Amount. The agreed upon compensation is set forth in Exhibit A.

- e. COLLECTIVE BARGAINING AGREEMENT. HPD officers acting under this Agreement are subject to HPD collective bargaining agreements.
- f. PRIORITY OF SERVICES. The Parties will adhere to the priorities of services as set forth in Exhibit B, which is incorporated by this reference. The HPD Officers assigned to the Good Shepherd Patrol Beat will be available to HPD patrol officers for high priority cover situations but will not normally be available for dispatched calls.
- g. OFFICER INJURY OR ILLNESS. In the event of officer injuries or illness with a duration of over thirty (30) days, the HPD Officer will be replaced by another officer selected by terms outlined in this Agreement.

- h. PERSONNEL SHORTAGE. In the case of personnel shortages due to retirements, resignations, leave, or required training, HPD maintains the right to re-assign HPD Officers assigned to the Good Shepherd Patrol Beat if needed. If this occurs HPD will immediately notify GSHCS of the reason and estimated time of the re-assignment and discount GSHCS's monthly invoice (as described in Section 2.d of this Agreement) pro-rated by the number of officers and number of days re-assigned. This Section does not pertain to HPD Officers assigned to the Good Shepherd Patrol Beat using sick time (unless to the degree described in Section 2.h), vacation time, or required training time. HPD will make every effort to maintain the number of HPD Officers assigned to the Good Shepherd Patrol Beat.
3. REPORTING. HPD will report quarterly to GSHCS on the activities of the HPD Officers assigned to the Good Shepherd Patrol Beat. The report shall include the number of days worked by each officer, the number and types of calls responded to, the average call response time, the number and types of citations issued, and the number of people taken into custody. GSHCSS may provide feedback, which the City agrees to address in a timely manner.
4. TERMINATION. Any party may terminate this Agreement by giving the other party one hundred eighty (180) days written notice of its intention to terminate. GSHCS will reimburse the City for the portion of costs incurred for services rendered to GSHCS prior to termination as outlined in this Agreement.
5. DISPUTE RESOLUTION. Any disputes regarding any term of this Agreement shall be resolved through good faith negotiations between the parties. In the event the Parties are still unable to resolve the dispute or conflict by negotiation and prior to initiating any litigation arising out of the terms of this Agreement, the Parties agree to attempt to resolve any disputes between them through mediation, which will be conducted by a mutually agreeable neutral mediator and held in a mutually agreeable neutral location. The cost of the mediation shall be borne equally by the Parties and each Party shall bear its own legal expenses and fees related to the mediation. The initiation of the dispute resolution process as described in this section shall not prevent a Party from exercising any of its other rights.
6. INDEMNIFICATION. Subject to the limits of the Oregon Constitution, Article XI, Section 9, and the Oregon Tort Claims Act, the City shall indemnify, defend, save, and hold harmless GSHCS, its officers, agents, and employees, from all claims, suits, or actions of whatsoever nature, including intentional acts, resulting from or arising out of the activities of the City, its agents or employees under this Agreement, except to the extent that such claims, suits or actions, damages, losses, expenses or costs result from or arise out of the sole negligence of GSHCS. GSHCS shall indemnify, defend, save, and hold harmless the City, its officers, agents, and employees, from all claims, suits, or actions of whatsoever nature, including intentional acts, resulting from or arising out of the activities of GSHCS, its agents

or employees under this Agreement, except to the extent that such claims, suits or actions, damages, losses, expenses or costs result from or arise out the sole negligence of the City.

7. ADHERENCE TO LAW. Each party shall comply with all federal, state, and local laws and ordinances applicable to this Agreement.
8. CONFIDENTIALITY. Each party agrees to keep any Confidential Information confidential, except as required to carry out its duties or as required by law. Access to Confidential Information shall be granted with consent or as required by law.
9. INTEGRATION. This Agreement contains the entire agreement between the Parties and supersedes all prior written or oral discussions or agreements.
10. SEVERABILITY. The Parties agree that if any term or provision of this Agreement is declared by a court to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected.
11. NOTICES. Any notices, bills, invoices, or reports required by this Agreement shall be sent by the Parties in United States Mail, first class postage paid, or personally delivered to the addressed below:

For City of Hermiston:	For Good Shepherd Health Care System:
Name: Byron Smith	Name: Jonathan Edwards
Title: City Manager	Title: Chief Operating Officer/Chief Financial Officer
Address: 180 NE 2 nd Street	Address: 610 NW 11 th St.
City, State: Hermiston, OR 97838	City, State: Hermiston, OR 97838
e-mail: bsmith@hermiston.gov	e-mail: jedwards@gshealth.org
Copy to:	Copy to:
rtovey@hermiston.gov	Mrenner@gshealth.org

12. AMENDMENT. All changes to this Agreement shall be in the form of a written amendment to be mutually executed and approved by the Parties.

[SIGNATURE PAGE TO FOLLOW]

SIGNATURE PAGE

The Parties have caused this Agreement to be executed by their duly appointed representatives. This Agreement and any amendments may be executed in two or more counterparts with each deemed an original but together constituting the same agreement, and by electronic means, including the use of electronic signatures.

GOOD SHEPHERD HEALTH CARE SYSTEM

By:

DocuSigned by:



65BBAE93C08040E...

Art Mathisen
President/CEO
3/7/2025
Date

CITY OF HERMISTON

By: _____
Byron D. Smith
City Manager

Date

Exhibit A**AGREEMENT BETWEEN THE CITY OF HERMISTON (“CITY”) AND
GOOD SHEPHERD HEALTH CARE SYSTEMS (“GSHCS”)
REGARDING FUNDING OF HERMISTON POLICE DEPARTMENT
 (“HPD”) POSITIONS****Personnel:**

In accordance with Section 2.b of this Agreement, by mutual agreement HPD agrees to assign up to four (4) police officers to the Good Shepherd Patrol Beat for the period of April 1, 2025, through June 30, 2028, with the understanding that this number may vary as set out in Sections 2.h and 2.i.

Shifts:

In accordance with Section 2.c.ii of this Agreement, by mutual agreement the HPD and GSHCS agree that the officers assigned to the Good Shepherd Patrol Beat will provide twenty-four (24) hours a day, seven (7) days a week patrol coverage to GSHCS, with the exception of shift changes (currently 6AM and 6PM) and on Christmas Day when officers will be allowed to respond to calls for service from their residences.

Budget:

In accordance with Section 2.d of this Agreement, by mutual agreement GSHCS agrees to compensate the City for personnel, equipment, training and vehicles in the following manner:

For the period of April 1, 2025 through June 30, 2025 (to also include one-time equipment cost and 50% of initial training cost for three officers) for a total of \$254,840.15.

For the period of July 1, 2025 through June 30, 2026 for a total of \$582,748.20.

After the period ending June 30, 2026, for each subsequent year of the Agreement, as of July 1 of each year in which this Agreement is in effect, the total cost from the previous year shall increase by an amount equal to five percent (5%) per year. The Parties leave open the option to negotiate the yearly total if circumstances cause the total budget amount to the City to exceed five percent (5%).

Exhibit B**AGREEMENT BETWEEN THE CITY OF HERMISTON (“City”) AND
GOOD SHEPHERD HEALTH CARE SYSTEMS (“GSHCS”)
REGARDING PRIORITIES OF HERMISTON POLICE DEPARTMENT
 (“HPD”) POSITIONS****Goal:**

To clarify services priorities of this Agreement, specifically Sections 2.f, and to build and maintain public confidence in the safety of the GHSC by the deployment of HPD officers to a dedicated patrol (“Good Shepherd Patrol Beat”) at GSHCS.

Objectives:

GSHCS's objectives for the HPD officers assigned to the Good Shepherd Patrol Beat are:

1. To focus efforts on the direct support of GSHCS personnel, emphasizing prevention of crime and proactive enforcement as well as problem solving.
2. To build and maintain an appropriate level of cooperation and coordination between police personnel assigned to the hospital, through information exchange and roll-call interaction.
3. To maintain and build public confidence in the vitality and safety of the GSHCS.

Strategy:

The deployment of the HPD officers will be accomplished to provide the best direct support of the Good Shepherd Patrol Beat. They will focus on order maintenance, high visibility patrol, and fixing chronic problems (problem solving).

Day to day deployment and coordination of the HPD officers will be the responsibility of HPD as designated by the Chief of Police.

The HPD officers assigned to the Good Shepherd Patrol Beat will be available to HPD officers for high priority cover situations but will not normally be available for dispatched calls.

Priorities:

1. Enforcement and Enforcement Support:
Focusing on city ordinances and state laws to preserve the safety of citizens and property located within GSHCS boundaries by timely response to incidents.

2. Problem Solving:
Identifying problem areas and developing solutions to problems using community policing strategies. Team problem solving involving GSHCS personnel, as well as business owners and residents is a priority.
3. Communications and Coordination:
HPD officers assigned to the Good Shepherd Patrol Beat will prioritize communications among the partners, including GSHCS personnel, HPD, citizens, and businesses.
4. Presence:
HPD officers will provide a presence as a deterrent to crime and the fear of crime.



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
For the Meeting of March 24, 2025

Title/Subject

February 2025 Financial Report

Summary and Background

This is the monthly overview of the previous month's financial position reflecting year-to-date activity.

Tie-In to Council Goals

Fiscal Prudence

Fiscal Information

See Report

Alternatives and Recommendation

Alternatives

NONE

Recommended Action/Motion

Recommend/Request acceptance of the February 2025 Financial Report as presented.

Submitted By:

Ignacio Palacios, Finance Director

Byron D. Smith, City Manager

February 2025 Financial Report



Department of Finance
February 2025
(Unaudited)

FY2024-2025 Monthly Financial Report

Hermiston Urban Renewal Agency (HURA)

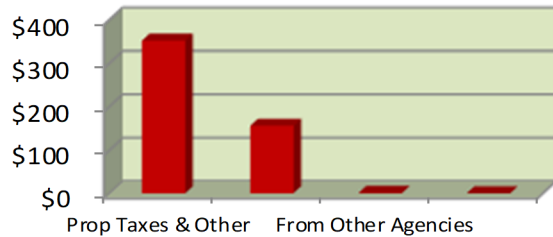
For the Month Ending February 28, 2025

Resources

Through February 28, 2025

by Category

(in \$1,000)



	Annual Proj Rev	Actual Rev YTD	% Var
Prop Taxes & Other	\$ 302	352	117%
Miscellaneous	\$ -	156	100%
From Other Agencies	\$ 904	1	0%
Cash Fwd	\$ 4,845	-	0%
Total	\$ 6,051	\$ 509	8%

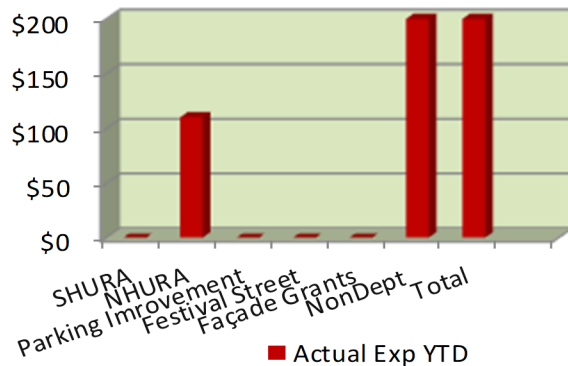
Note: Variance is calculated as % of revenue YTD

Expenditures

Through February 28, 2025

by Character

(in \$1,000)



	Annual Proj Exp	Actual Exp YTD	% Var
SHURA	\$ 600	0	0%
NHURA	\$ 4,900	110	2%
Parking Improvement	\$ 3	0	0%
Festival Street	\$ 3	0	0%
Façade Grants	\$ 60	0	0%
NonDept	\$ 485	343	71%
Total	\$ 6,051	\$ 453	7%

Note: variance is calculated as % of expenses YTD.

The FY2024-25 budget for the Urban Renewal Agency is \$6,050,642. This includes \$600,000 for the beginning of the SHURA project, \$4,900,000 for the NHURA projects, \$3,000 for parking improvements, \$3,000 for the Festival Street, \$60,000 for façade grants, and \$484,642 for Non-Departmental expenses.

FY2024-2025 Monthly Financial Report
Hermiston Urban Renewal Agency (HURA)
HURA Capital Projects Report
For the Month Ending February 28, 2025

	Ending February 28	YTD Expenditures	Project Budget	Project To-Date Expenditures	% Complete
North First Street Improvement Project	\$ 4,900,000	\$ 109,893	\$ 4,900,000	\$ 337,393	2.24%

North First Street Improvement Project (\$4,900,000)

The project will build a new street connecting N. First Street and NE4th Street, extending between NE Aspen Drive and the Home Depot access drive.

Current Update: The signal analysis and right of way acquisition is delaying the project. It is expected to bid in April.

FY2024-2025 Monthly Financial Report

City of Hermiston, Oregon

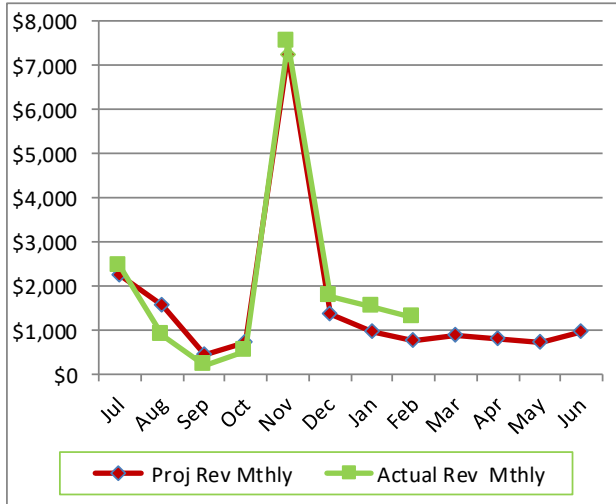
General Fund Resources

For the Month Ending February 28, 2025

General Fund Resources Summary

Through February 28, 2025

(in \$1,000)



	Proj Rev Mthly	Rev Proj Mthly	Actual Rev Mthly	Var Fav/ (Unfav)	% Var
Jul	\$ 2,249	\$ 2,249	\$ 2,429	\$ 181	8%
Aug	\$ 1,549	\$ 1,549	\$ 885	\$ (664)	-43%
Sep	\$ 462	\$ 462	\$ 228	\$ (235)	-51%
Oct	\$ 743	\$ 743	\$ 527	\$ (216)	-29%
Nov	\$ 7,256	\$ 7,256	\$ 7,541	\$ 286	4%
Dec	\$ 1,356	\$ 1,356	\$ 1,768	\$ 413	30%
Jan	\$ 950	\$ 950	\$ 1,512	\$ 562	59%
Feb	\$ 770	\$ 770	\$ 1,303	\$ 532	69%
Mar	\$ 909	\$ 909			0%
Apr	\$ 805	\$ 805			0%
May	\$ 739	\$ 739			0%
Jun	\$ 956	\$ 956			0%
Total YTD	18,745	18,745	16,194	858	4.6%
Cash Fwd	1,261	-	-	-	0%
Total	\$ 20,006	\$ 18,745	\$ 16,194	858	4.6%

Estimated General Fund revenues for the 2024-25 fiscal year are \$20,006,156. Projected year-to-date revenues were **\$15,335,499** compared to actual revenues of **\$156,193,557** a favorable variance of **\$858,058**. This is primarily due to increase in building and planning, grant and transfer revenues.

FY2024-2025 Monthly Financial Report

City of Hermiston, Oregon

General Fund Resources & Expenditures

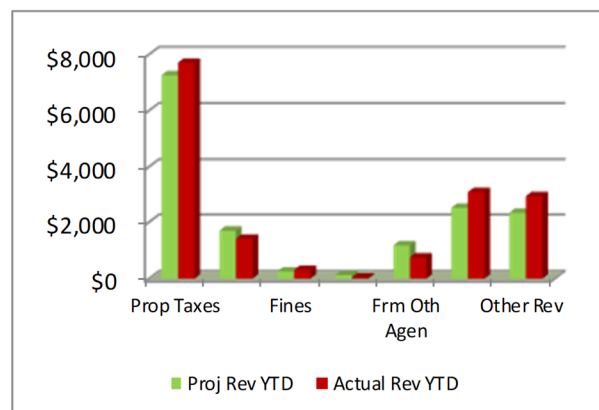
For the Month Ending February 28, 2025

General Fund - All Resources

by Category

Through February 28, 2025

(in \$1,000)



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 7,643	\$ 7,254	\$ 7,708	\$ 454	6%
Lic & Fran	\$ 2,046	\$ 1,695	1,410	(285)	-17%
Fines	\$ 400	\$ 253	311	58	23%
Interest Rev	\$ 250	\$ 128	38	(90)	-70%
Frm Oth Agen	\$ 1,413	\$ 1,170	747	(424)	-36%
Svc Chgs	\$ 4,021	\$ 2,506	3,064	559	22%
Other Rev	\$ 2,972	\$ 2,329	2,915	585	25%
Cash Fwd	\$ 1,261	\$ -	-	-	0%
Total	\$20,006	\$ 15,335	\$ 16,194	\$ 858	5.6%

Note: variance is calculated as a percent of the projected revenue YTD.

FY2024-2025 Monthly Financial Report

City of Hermiston, Oregon

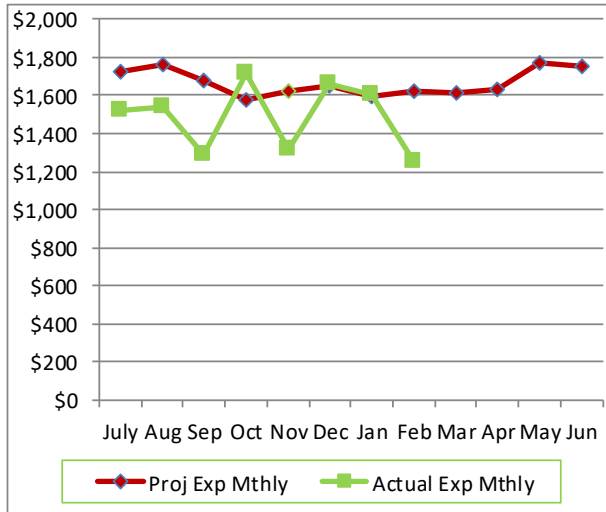
General Fund Expenditures

For the Month Ending February 28, 2025

General Fund Expenditure Summary

Through February 28, 2025

(in \$1,000)



	Proj Exp Mthly	Proj Exp	Actual Exp Mthly	Var Fav/ (Unfav)	% Var
July	\$ 1,725	\$ 1,725	\$ 1,521	\$ 204	12%
Aug	\$ 1,758	\$ 1,758	\$ 1,543	\$ 215	12%
Sep	\$ 1,676	\$ 1,676	\$ 1,292	\$ 384	23%
Oct	\$ 1,573	\$ 1,573	\$ 1,719	\$ (146)	-9%
Nov	\$ 1,627	\$ 1,627	\$ 1,320	\$ 307	19%
Dec	\$ 1,652	\$ 1,652	\$ 1,661	\$ (9)	-1%
Jan	\$ 1,599	\$ 1,599	\$ 1,606	\$ (7)	0%
Feb	\$ 1,619	\$ 1,619	\$ 1,253	\$ 366	23%
Mar	\$ 1,613	\$ 1,613			0%
Apr	\$ 1,634	\$ 1,634			0%
May	\$ 1,775	\$ 1,775			0%
Jun	\$ 1,755	\$ 1,755			0%
Total YTD	20,006	20,006	11,915	1,314	6.6%
Contngcy		-	-	-	0%
Total	\$ 20,006	\$ 20,006	\$ 11,915	\$ 1,314	6.6%

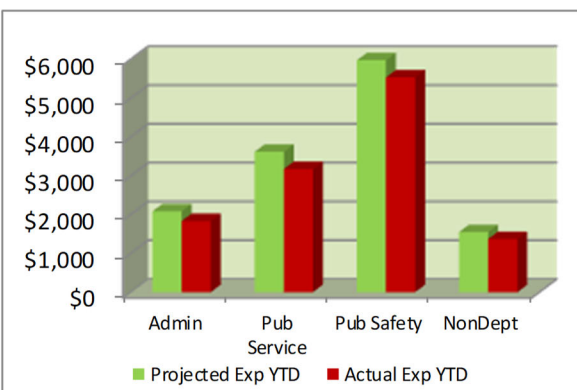
Projected General Fund year-to-date expenditures were **\$13,228,358**. Actual expenditures were **\$11,914,707** which is **\$827,973 less** than projected YTD for a **variance of 6.6%**. This is primarily due to HPD lease vehicles not yet received and timing of seasonal activities.

General Fund Expenditures

by Consolidated Department

Through February 28, 2025

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Admin	\$ 3,126	2,082	1,833	249	12%
Pub Service	5,478	3,619	3,175	445	12%
Pub Safety	9,081	5,979	5,538	441	7%
NonDept	2,321	1,548	1,368	179	12%
Unapp	-	-	-	-	0%
Total	\$20,006	\$ 13,228	\$ 11,915	\$ 1,314	9.9%

Note: variance is calculated as a percent of the projected expenditures YTD.

FY2024-2025 Monthly Financial Report

General Fund Expenditure Detail

For the Month Ending February 28, 2025

General Fund Expenditures by Department

	Annual Projected Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var Fav/ (Unfav)
City Council	52,874	33,208	35,584	(2,376)	-7%
City Manager/Legal	1,102,880	735,253	735,462	(209)	0%
City Planning	1,170,089	780,059	570,464	209,595	27%
Finance	800,512	533,461	491,603	41,858	8%
Total Administration	3,126,355	2,081,982	1,833,113	248,869	12%
Transportation	552,000	345,609	368,652	(23,043)	-7%
Airport	630,550	379,062	314,898	64,164	17%
Bldg Inspection	615,932	404,455	359,465	44,990	11%
Parks	753,823	495,390	502,447	(7,057)	-1%
Parks/Utility Landscaping	81,590	26,590	18,863	7,727	29%
Pool	641,337	450,790	371,315	79,475	18%
Municipal Buildings	153,238	102,159	59,636	42,523	42%
Library	936,675	625,798	581,784	44,014	7%
Recreation	779,329	573,806	460,508	113,298	20%
Community Center	244,985	160,699	87,321	73,378	46%
Harkenrider Center	88,076	55,064	49,882	5,182	9%
Total Public Services	5,477,535	3,619,423	3,174,771	444,652	12%
Court	1,034,912	676,691	630,715	45,976	7%
Public Safety Center	38,500	7,300	22,973	(15,673)	215%
Police Operations	8,007,401	5,295,332	4,884,706	410,626	8%
Total Public Safety	9,080,813	5,979,323	5,538,394	440,929	7%
Non-Departmental	2,321,452	1,547,630	1,368,429	179,201	12%
Unappropriated	0	0	0	0	0%
Total Non-Dept	2,321,452	1,547,630	1,368,429	179,201	12%
Total	20,006,156	13,228,358	11,914,707	1,313,651	9.9%

For February, FY2025

Total Administration is \$248,869 less than YTD projected. **Total Public Services** are \$444,652 less than YTD projected. **Public Safety** is \$440,929 less than YTD projected. **Non-Departmental** is \$179,201 less than YTD projected.

FY2024-2025 Monthly Financial Report

Fund Balance - General Fund

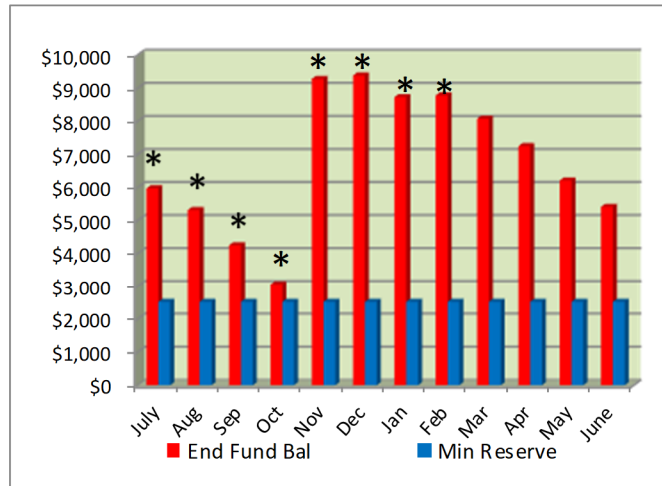
For the Month Ending February 28, 2025

General Fund

Ending Fund Balance

Through February 28, 2025

(in \$1,000)



Minimum Reserve = \$2,454,300

	Begin Fund Bal	Revenue	Expense	End Fund Bal	ACT/PROJ Fund Bal
July	\$ 5,061	\$ 2,429	\$ (1,521)	\$ 5,969	ACT*
Aug	\$ 5,969	\$ 885	\$ (1,543)	\$ 5,312	ACT*
Sep	\$ 5,312	\$ 228	\$ (1,292)	\$ 4,247	ACT*
Oct	\$ 4,247	\$ 527	\$ (1,719)	\$ 3,056	ACT*
Nov	\$ 3,056	\$ 7,541	\$ (1,320)	\$ 9,277	ACT*
Dec	\$ 9,277	\$ 1,768	\$ (1,661)	\$ 9,384	ACT*
Jan	\$ 9,384	\$ 950	\$ (1,606)	\$ 8,729	ACT*
Feb	\$ 8,729	\$ 1,303	\$ (1,253)	\$ 8,778	ACT*
Mar	\$ 8,778	\$ 909	\$ (1,613)	\$ 8,074	PROJ
Apr	\$ 8,074	\$ 805	\$ (1,634)	\$ 7,246	PROJ
May	\$ 7,246	\$ 739	\$ (1,775)	\$ 6,210	PROJ
June	\$ 6,210	\$ 956	\$ (1,755)	\$ 5,410	PROJ
Total	\$ 5,061	\$ 19,042	\$ 18,693	\$ 5,410	

The General Fund balance at the end of January 2024 is approximately **\$8,778,000** which is **3.58 times** the current Minimum Reserve requirement of **\$2,454,300**.

The General Fund reserve policy is to maintain **15% fund balance** of total expenditures based on the prior fiscal year activity.

FY2024-2025 Monthly Financial Report

Special Revenue Funds Report

For the Month Ending February 28, 2025

Special Revenue Funds

Resources & Requirements

	2024-25 Annual Budget	Actual YTD	Remaining Budget
02 Bonded Debt Fund			
Resources	1,400,339	1,178,239	222,100
Expenditures	1,396,659	1,050,192	346,467
Unappropriated Balance	3,680	N/A	N/A
05 Transient Room Tax (TRT)			
Resources	1,301,500	1,281,667	19,833
Expenditures	1,301,500	1,061,806	239,694
Unappropriated Balance	-	N/A	N/A
08 Reserve Fund			
Resources	42,122,854	12,150,884	29,971,970
Expenditures	42,111,345	13,292,222	28,819,123
Unappropriated Balance	11,509	N/A	N/A
11 Miscellaneous Special Revenue			
Resources	303,000	97,106	205,894
Expenditures	303,000	97,067	205,933
Unappropriated Balance	-	N/A	N/A
19 Christmas Express Special Revenue			
Resources	58,200	28,454	29,746
Expenditures	58,200	13,567	44,633
Unappropriated Balance	-	N/A	N/A
20 Law Enforcement Special Revenue			
Resources	104,700	-	104,700
Expenditures	54,700	54,700	-
Unappropriated Balance	50,000	N/A	N/A
21 Library Special Revenue			
Resources	30,600	72	30,528
Expenditures	30,600	31,645	(1,045)
Unappropriated Balance	-	N/A	N/A
23 Enterprise Zone Project Fund			
Resources	3,469,900	-	3,469,900
Expenditures	3,469,900	1,995,164	1,474,736
Unappropriated Balance	-	N/A	N/A
25 EOTEC Operations			
Resources	1,607,500	1,169,587	437,913
Expenditures	1,607,500	1,272,990	334,510
Unappropriated Balance		N/A	N/A
26 IT Services			
Resources	1,549,602	959,970	589,632
Expenditures	1,549,602	869,210	680,392
Unappropriated Balance		N/A	N/A

Beginning with the 2016-17 fiscal year the City began distinguishing within the funds some part of ending fund balance as contingency and some as reserved for future expenditure. The contingency is included in appropriations while the reserve for future expenditures is unappropriated.

The City uses multiple Special Revenue funds to account for revenues that are restricted to expenditure for particular purposes. They include funds for debt service, economic development, parks and recreation, capital projects, and grants. Since these funds are not operational in nature and used for specific purposes from year-to-year, their expenditures do not typically follow a predictable pattern so budget variances are not calculated for them.

FY2024-2025 Monthly Financial Report

Utility and Street Funds Report For the Month Ending February 28, 2025

Utility and Street Funds Report

Resources & Expenditures

	2023-2024			Variance	
	Annual Budget	Projected YTD	Actual YTD	Fav/(Unfav)	% Variance
04 Street Fund					
Resources	2,268,728	1,264,485	1,417,725	153,240	12%
Expenditures	2,233,728	1,489,152	1,104,616	384,536	26%
Contingency	35,000	N/A	N/A	N/A	N/A
06 Utility Fund					
Resources	15,316,500	8,488,667	9,143,341	654,674	8%
Expenditures	13,563,666	9,042,444	7,337,412	1,705,032	19%
Contingency	1,752,834	N/A	N/A	N/A	N/A
13 HES Fund					
Resources	14,484,295	6,387,529	6,789,535	402,006	6%
Expenditures	12,044,482	8,029,655	7,837,791	191,864	2%
Contingency	2,439,813	N/A	N/A	N/A	N/A
15 Regional Water Fund					
Resources	1,927,600	924,000	924,617	617	0%
Expenditures	1,227,638	818,425	765,140	53,285	7%
Contingency	699,962	N/A	N/A	N/A	N/A

All four of these funds are projected on a straight line, 8/12th of budgeted expense or revenue per month.

Revenues for the **Street Fund** are **\$153,240 more** than projected. Expenditures are **\$384,536 less** than projected.

Revenues in the **Utility Funds** are **1,139,674 above** projected. Expenditures are **\$1,220,032 less** than projection.

The **HES Fund** revenue is **\$402,006 more** than projected. Expenditures are **\$191,864 more** than projected.

The **Regional Water Fund** revenues are **\$23,950 more** than projected. Expenditures are **\$29,952 less** than projected.

FY2024-25 Monthly Financial Report

City of Hermiston, Oregon

Utilities/Streets Capital Projects Report

For the Month Ending February 28, 2025

	2024-25 Budget	YTD Expenditures	Project Budget	Project To-Date Expenditures	% Complete
Geer & Harper Re-alignment	\$ 1,000,000	\$ 5,914	\$ 1,500,000	\$ 145,465	9.70%
Gettman Road Extension ROA	650,000	72,124	650,000	424,133	65.25%
N. 1st Place Reconstruction	2,110,390	179,305	4,110,390	2,976,187	72.41%
RWS Backup Generators	400,000	-	400,000	-	0.00%
AWS System Expansion - RWS	15,449,400	8,749,881	20,949,400	18,409,312	87.88%
Aquifer Recharging Project	4,490,000	-	4,490,000	-	0.00%
Well #6 Chlorination	500,000	3,529	500,000	25,529	5.11%
Well #4 Control System	410,000	13,000	410,000	37,000	9.02%
Lift Station #5 Rebuild	150,000	-	150,000	-	0.00%
E. Evelyn Avenue Gravity SL Replacement	380,000	14,000	380,000	14,000	3.68%
AWS Cooling Discharge	805,000	(310)	805,000	401,040	49.82%
Total	\$ 26,344,790	\$ 9,037,443	\$ 34,344,790	\$ 22,432,666	65.32%

Geer & Harper Re-alignment (\$1,500,000)

This intersection needs to be reconstructed to improve traffic/pedestrian access and ensure connectivity to property east of N. 1st Place. The current configuration makes access difficult for large trucks and traffic backs up on Harper Road during busy times during the day.

Current Update: Preliminary Design Comments received from Rail-Pros (UPRR) in February. Full Design anticipated to begin in Spring.

Gettman Road Extension ROA (\$650,000)

Gettman Road Extension right of way acquisition project.

Current Update: Acquisition has closed on approximately 76% of the proposed Right of Way. Negotiation continue on the remaining 24%.

North 1st Place Reconstruction (\$4,175,000)

North 1st Place is a critical secondary north/south arterial in Hermiston's transportation system. The existing road is cracking, there are no sidewalks and there is unrestricted access to the roadway from parking and undeveloped areas.

Current Update: Additional Right of Way Acquisition process has begun with UPRR.

RWS Backup Generators (\$5,000,000)

To provide backup power supply to the regional water system.

Current Update: Anderson Perry is finalizing the design scope. Finance has begun to collect monthly assessment charges from the users to cover their portions.

FY2024-25 Monthly Financial Report

City of Hermiston, Oregon

Utilities/Streets Capital Projects Report

For the Month Ending February 28, 2025

	2024-25 Budget	YTD Expenditures	Project Budget	Project To-Date Expenditures	% Complete
Geer & Harper Re-alignment	\$ 1,000,000	\$ 5,914	\$ 1,500,000	\$ 145,465	9.70%
Gettman Road Extension ROA	650,000	72,124	650,000	424,133	65.25%
N. 1st Place Reconstruction	2,110,390	179,305	4,110,390	2,976,187	72.41%
RWS Backup Generators	400,000	-	400,000	-	0.00%
AWS System Expansion - RWS	15,449,400	8,749,881	20,949,400	18,409,312	87.88%
Aquifer Recharging Project	4,490,000	-	4,490,000	-	0.00%
Well #6 Chlorination	500,000	3,529	500,000	25,529	5.11%
Well #4 Control System	410,000	13,000	410,000	37,000	9.02%
Lift Station #5 Rebuild	150,000	-	150,000	-	0.00%
E. Evelyn Avenue Gravity SL Replacement	380,000	14,000	380,000	14,000	3.68%
AWS Cooling Discharge	805,000	(310)	805,000	401,040	49.82%
Total	\$ 26,344,790	\$ 9,037,443	\$ 34,344,790	\$ 22,432,666	65.32%

AWS System Expansion- RWS (\$20,949,400)

Amazon Web Services is paying to extend the City-owned 16" water main in Feedville Road approximately 7,000 feet to connect with the City's other existing water infrastructure in Kelli Blvd. This project will also upgrade various pumps and motors in the Regional Water System and chlorinate and perform the necessary functions to convert the line to carry potable water. AWS is also paying the City to design a second, permanent, 24" non-potable water main in Feedville Road.

Current Update: Contractor has begun mobilizing to begin boring rail crossings in March, significant progress made on pump/motor upgrades ahead of an April shutdown to perform the work, and the contract for the ASR well was awarded in February.

Aquifer Recharging Project (\$8,500,000)

Current Update: Bids were opened, and City Council awarded the contract. Contractor should begin on-site drilling in April/May, with approximately 10 months to complete.

Well # 6 Chlorination (\$500,000)

The chlorine room at Well No. 6 is 5 feet by 8 feet and too small for its current use and is constructed of fiberglass. It was originally constructed to occasionally store chlorination equipment. It is now in constant use and has been damaged during the exchange of chlorine cylinders. A larger building will allow more efficient operation of the well.

Current Update: Design continued.

Well #4 Control System (\$410,000)

The 2,500-gallon per minute Well No. 4 pump was designed in the 1960s and is obsolete. The control system is unreliable and inefficient, and the piping system has been dismantled to use for parts in other systems. The station experiences large pressure fluctuations and configuring the pump control valve is challenging. The pump house also needs to be updated to ensure reliability during peak demands.

Current Updates: Design complete and project advertised in February.

FY2024-25 Monthly Financial Report

City of Hermiston, Oregon

Utilities/Streets Capital Projects Report

For the Month Ending February 28, 2025

	2024-25 Budget	YTD Expenditures	Project Budget	Project To-Date Expenditures	% Complete
Geer & Harper Re-alignment	\$ 1,000,000	\$ 5,914	\$ 1,500,000	\$ 145,465	9.70%
Gettman Road Extension ROA	650,000	72,124	650,000	424,133	65.25%
N. 1st Place Reconstruction	2,110,390	179,305	4,110,390	2,976,187	72.41%
RWS Backup Generators	400,000	-	400,000	-	0.00%
AWS System Expansion - RWS	15,449,400	8,749,881	20,949,400	18,409,312	87.88%
Aquifer Recharging Project	4,490,000	-	4,490,000	-	0.00%
Well #6 Chlorination	500,000	3,529	500,000	25,529	5.11%
Well #4 Control System	410,000	13,000	410,000	37,000	9.02%
Lift Station #5 Rebuild	150,000	-	150,000	-	0.00%
E. Evelyn Avenue Gravity SL Replacement	380,000	14,000	380,000	14,000	3.68%
AWS Cooling Discharge	805,000	(310)	805,000	401,040	49.82%
Total	\$ 26,344,790	\$ 9,037,443	\$ 34,344,790	\$ 22,432,666	65.32%

Lift Station #5 Wetwell Upgrades (\$300,000)

Lift Station No. 5 is one of the city's newer lift stations. There is paint flaking on the pumps and hydrogen sulfide corrosion on interior surfaces from the raw sewage. Without upgrades, the mechanical equipment will need premature replacement.

Current Update: Design will begin soon.

E. Evelyn Avenue Gravity Sewer Line Replacement (\$380,000)

Multiple deficiencies exist in the pipe segments, including structural failures, sagging, root intrusions, and separated joints that cause blockages hindering sewer flow and require the City to clean this line monthly. Newly installed pipe will save maintenance costs and drastically reduce the likelihood of blockages, mitigating the potential for sewage backing up into local residences.

Current Update: Design will begin soon.

AWS Cooling Discharge (\$805,000)

Amazon Web Services is paying the City to design a discharge solution for their non-contact cooling water which is used to cool their facilities. This solution will require installation of a lift station and approximately 10,600 feet of a new discharge water Main in Feedville and South 1st to discharge into the Hermiston Irrigation District's A-Line Canal. This work will also require development of a separate NPDES Permit for the new discharge.

Current Update: Project has been winterized.

**FY2024-25 Monthly Financial Report
City of Hermiston, Oregon
Other City Capital Projects Report
For the Month Ending February 28, 2025**

	2024-25 Budget	YTD Expenditures	Project Budget	Project To-Date Expenditures	% Complete
Airport Improvements	\$ 4,015,000	\$ 16,989	\$ 4,015,000	\$ 219,792	5.47%
Hangar Replacement	1,300,000	352,886	1,300,000	504,934	38.84%
Urban Tree Project (Grant)	850,000	30,234	1,000,000	46,340	4.63%
Cimmaron Park Project	420,000	2,040	420,000	2,040	0.49%
Library Remodel	3,700,000	878,099	4,500,000	1,348,949	29.98%
ARC Remodel	375,000	339,638	750,000	343,417	45.79%
Public Safety Building Remodel	5,000,000	1,446,458	7,500,000	2,073,681	27.65%
Total	\$ 15,660,000	\$ 3,066,344	\$ 19,485,000	\$ 4,539,153	23.30%

Airport Improvements (\$4,015,000)

Ott Road currently runs through the Runway Protection Zone (RPZ). This project will acquire property east of Ott Road to facilitate future realignment of Ott Road out of the RPZ. 90% of the project will be paid for with FAA funding, and the balance of the project funded through future lease revenue for agricultural use.

Current Update: The property acquisition consultant has re-engaged the property owner, and other consultants are completing scopes of work to facilitate detailed components of the purchase.

Hangar Replacement (\$1,300,000)

Previous "Open-T Hangar" will be removed, and replaced by a new 10-unit enclosed T-Hangar, with approximately 90% of the project costs paid for by State and Federal Grant Funding. Total project cost will be approximately \$1.73 million – including the city's 10% match.

Current Update: Contractor anticipated to begin foundation construction in March.

Urban Tree Project Grant (1,000,000)

Federal grant for purpose of urban tree projects for tree planting throughout Hermiston

Current Update: A contract has been signed and the contractor will be in Hermiston over the next few weeks doing an initial inventory and assessment of our trees. They will then return later in the year to make sure which trees come out of winter in good condition. ***(This work has been paused until future actions of the federal government are more clear.)***

Cimmaron Park Project (\$420,000)

Cimmaron Park is to be built on land purchased from and donated by the developer. The park will include a nature trail and a natural playground system. The City was recently awarded a state grant for a large portion of this project. This project will develop a 0.61-acre park featuring a playground, gazebo, pathways, and landscaping. The park will be adjacent to the existing 8.61-acre Cimmaron Recreation Area, which includes a trail encircling the wetlands.

Current Update: Design of the park is on-going. A community engagement effort is taking place to name the park.

**FY2024-25 Monthly Financial Report
City of Hermiston, Oregon
Other City Capital Projects Report
For the Month Ending February 28, 2025**

	2024-25 Budget	YTD Expenditures	Project Budget	Project To-Date Expenditures	% Complete
Airport Improvements	\$ 4,015,000	\$ 16,989	\$ 4,015,000	\$ 219,792	5.47%
Hangar Replacement	1,300,000	352,886	1,300,000	504,934	38.84%
Urban Tree Project (Grant)	850,000	30,234	1,000,000	46,340	4.63%
Cimmaron Park Project	420,000	2,040	420,000	2,040	0.49%
Library Remodel	3,700,000	878,099	4,500,000	1,348,949	29.98%
ARC Remodel	375,000	339,638	750,000	343,417	45.79%
Public Safety Building Remodel	5,000,000	1,446,458	7,500,000	2,073,681	27.65%
Total	\$ 15,660,000	\$ 3,066,344	\$ 19,485,000	\$ 4,539,153	23.30%

Library Remodel (\$4,500,000)

Library building remodel to modernize and provide for improved space for community use. As well as, improved children's library area.

Current Update: Work is moving forward on all aspects of the project. A council walkthrough is tentatively planned for April 14th.

ARC Remodel (\$750,000)

Remodel of the ARC building to temporarily house police operations during the public safety building remodel.

Current Update: PD administration is now using the Arc Building. The contractor is waiting for the best weather conditions to paint and finalize all of the updates.

Public Safety Building Remodel (\$7,500,000)

Public Safety Building remodel to the existing shared facility with the fire district. Building remodel will provide needed usable space as well as seismic upgrades.

Current Update: Interior framing is started and work constructing the sally port addition is underway.