



# CITY COUNCIL

## AGENDA

MONDAY, JANUARY 12, 2026

*Where Life is Sweet*

COUNCIL CHAMBERS - 180 NE 2ND ST.

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*Other ways of viewing or participating in live meetings are available through:  
YouTube at:*

*Zoom with Meeting ID: 829 0043 5622 Passcode: 417097 Telephone number to join is: 1 253  
215 8782; or submitting comments to*

*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 REGULAR MEETING TO ORDER – 7:00 PM**

**2. DECLARATION OF QUORUM**

**3. FLAG SALUTE**

**4. 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 place of residence; 3. Direct your comments to the Chair.*

**5. CONSENT AGENDA**

**A.** Committee Vacancy Announcements

**B.** Parks and Recreation Advisory Committee Appointment Confirmation to Helen Nevin to Position #6 for a 3-year term expiring 10/31/2028

**C.** Recreation Projects Fund Advisory Committee Reappointment Confirmation to Helen Nevin to Position #1, Representing Citizens At-Large for a 3-year term expiring 12/31/2028

**D.** Minutes of the December 8th Regular Meeting of the City Council

## **6. ITEMS REMOVED FROM CONSENT AGENDA**

## **7. RESOLUTIONS**

- [A.](#) Resolution No. 2401- Master Fee Schedule & Utility Rate Adjustments
- [B.](#) Resolution No. 2402- Authorize Installation of Four Stop Signs.

## **8. OTHER**

- [A.](#) January 2026 Council Goal Update

## **9. 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), Public Finance, Sanitary Disposal & Curbside Recycling, Vacancy Review

### **B. Mayor's Report**

### **C. Council President's Report**

### **D. Council Report**

### **E. Youth Advisory Report**

### **F. Manager's Report**

## **10. 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.



# PUBLIC ANNOUNCEMENT

**The City is accepting applications for the following Committees:**

**1. Budget Committee**

- Positions 1 & 2: 3-year term ending December 31, 2028 (Advertised 09/23/2025)
- Position 4: Remaining 3-year term ending December 31, 2026 (Advertised 10/14/2025)

**2. Recreation Projects Fund Advisory Committee**

- Position 1, Representing Citizens at Large: 3-year term ending December 31, 2028 (Advertised 09/23/2025)

**3. Parks and Recreation Committee**

- Position 6: 3-year term ending October 31, 2028 (Advertised 06/18/2025)

**4. Airport Advisory Committee**

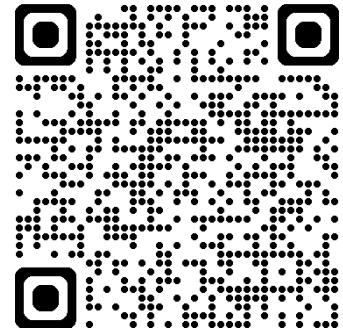
- Position 2: Remaining 3-year term ending October 31, 2026 (Advertised 11/08/2024)

**5. Hispanic Advisory Committee**

- Position 1: Remaining 3-year term ending June 30, 2026 (Advertised 11/17/2025)

**Deadline to apply for Committees: Open Until Filled**

Applications and more information about these and all other City Committee's, Board's, and Commission's can be found on the City's website at: <https://hermiston.or.us/volunteer> or by using the QR Code. Have questions or are interested in applying? Reach out to Lilly Alarcon-Strong at: City Hall, 180 NE 2<sup>nd</sup> Street, Hermiston, at [lalarcon-strong@hermiston.gov](mailto:lalarcon-strong@hermiston.gov), or at 541-567-5004.



Proposed appointment(s) and confirmation(s) 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

## Regular Meeting Minutes December 8, 2025

Mayor Primmer called the regular meeting to order at 7:00pm. Present were Councilors Hayward, Roberts (via Zoom), Myers, McCarthy, Duron, Linton, Kelso, and Barron (arrived at 7:13pm). City Staff in attendance included: City Manager Byron Smith, Assistant City Manager Mark Morgan, City Attorney Rich Tovey, Captain Scott Clark, Finance Director Ignacio Palacios, Court Administrator Jillian Viles, Planning Director Clint Spencer, and City Recorder Lilly Alarcon-Strong. Also present was Student Advisor Teodoro Delgado. The pledge of allegiance was given.

### **Citizen Input on Non-Agenda Items**

None given.

### **Consent Agenda Items**

Councilor Duron moved, and Councilor McCarthy seconded to approve Consent Agenda items A-F, to include:

- A. Committee Vacancy Announcements
- B. Parks and Recreation Advisory Committee Appointment Confirmation to Stephanie Hughes to Position #5 for a 3-year term expiring 10/31/2028
- C. Parks and Recreation Advisory Committee Appointment Recommendation to Helen Nevin to Position #6 for a 3-year term expiring 10/31/2028 1
- D. Recreation Projects Fund Advisory Committee Reappointment Recommendation to Helen Nevin to Position #1, Representing Citizens At-Large for a 3-year term expiring 12/31/2028
- E. Minutes of the November 24th City Council Regular Meeting
- F. Minutes of the November 24th Solid Waste & Curbside Recycling Advisory Committee Meeting

Motion carried unanimously with Councilors Hayward, Roberts, Myers, McCarthy, Duron, Linton, and Kelso voting in favor.

### **Ordinance No. 2377- Umatilla Electric Cooperative Franchise**

City Attorney Tovey stated that although the City and Council has always processed ordinances in a lawful manner, going forward the City and Council will begin to process ordinances as specifically directed in the Charter which will be somewhat different from what the Council is use to.

City Attorney Tovey read the ordinance by title only.

(Councilor Barron arrived at 7:13pm)

Assistant City Manager Morgan announced that Ordinance No. 2377 and Resolution No. 2398 would be presented together as they intertwine. Assistant City Manager Morgan then reviewed information from the agenda packet, presented additional information (PowerPoint Presentation attached) explaining the franchise fee reduction from 7% to 4%, and answered questions from the Council. After further questions from Councilor Linton, Mayor Primmer stated per Council Rules she was only allowed a five-minute window to ask questions. After further discussion, the Council and Mayor gave praise to City staff for the transparent and creative solutions that benefit residents, the City, and data centers together as this action is expected to save the average household \$40.00 to \$60.00 per year depending on electrical use.

Councilor McCarthy moved and Councilor Hayward seconded to adopt Ordinance No. 2377 at a single meeting and become effective 30-days after adoption by the City Council. Motion carried unanimously with Councilors Hayward, Roberts, Myers, McCarthy, Duron, Linton, Kelso, and Barron voting in favor.



# CITY COUNCIL

## Regular Meeting Minutes

December 8, 2025

**Resolution No. 2398- Eliminate Economic Development Incentive Program Related to Electric Utility Franchise Fees and Repeal**- City Manager Smith stated this item was presented during Ordinance No. 2377.

Hearing no other questions or discussion, Councilor Duron moved and Councilor McCarthy seconded to adopt Resolution No. 2398 and lay upon the record. Motion carried unanimously with Councilors Hayward, Roberts, Myers, McCarthy, Duron, Linton, Kelso, and Barron in favor.

**Resolution No. 2399- Airport Agricultural Ground Lease**

Assistant City Manager Morgan reviewed information from the agenda packet and presented additional information (PowerPoint Presentation attached) regarding Resolution No. 2399.

Councilor Hayward moved and Councilor McCarthy seconded to adopt Resolution No. 2399 and lay upon the record. Motion carried unanimously with Councilors Hayward, Roberts, Myers, McCarthy, Duron, Linton, Kelso, and Barron in favor.

**Resolution No. 2400- Adoption of IGA for IT Services with the Umatilla Hospital District**

City Manager Smith reviewed information from the agenda packet regarding Resolution No. 2400 stating the City's IT Department continues to receive contracts requests as they are known for doing an outstanding job. This contract is something the IT Department can take on without needing additional staff members.

Councilor Hayward moved and Councilor Myers seconded to adopt Resolution No. 2400 and lay upon the record. Motion carried unanimously with Councilors Hayward, Roberts, Myers, McCarthy, Duron, Linton, Kelso, and Barron in favor.

**November 2025 Monthly Financial Report**

Councilor Linton moved and Councilor McCarthy seconded to accept the November Monthly Financial Report as presented (PowerPoint Presentation attached) by Finance Director Ignacio Palacios, City Manager Smith, and Assistant City Manager Morgan. Motion carried unanimously with Councilors Hayward, Roberts, Myers, McCarthy, Duron, Linton, Kelso, and Barron voting in favor.

**Committee Reports**

**Public Infrastructure Committee**- Councilor McCarthy and Mayor Primmer spoke regarding the new Regional Water System Master Plan and the hard work that went into getting this updated and implemented as the last masterplan was from the 1990's.

**Charter Review Committee**- Mayor Primmer stated the Committee met and reviewed Chapters 4-7. The Committee is diligently working to complete their review and recommendations and expect to have these items completed to place in the General Election of 2026.

**EOTEC Advisory Committee**- Councilor Barron stated the meeting was cancelled as there was not a quorum.

**Mayor's Report**

Mayor Primmer spoke regarding:

- Reminder that the second Council Meeting in December was cancelled due to Christmas
- The Tree Lighting and Parade on last week that he was unable to attend, but Santa was able to attend
- Encouraged the public to attend the Land of Lights at EOTEC and Breakfast with Santa
- Thanked those who are running for Council, stating there is still time for others to file for candidacy



# CITY COUNCIL

## Regular Meeting Minutes December 8, 2025

### **Council Presidents Report**

Councilor McCarthy spoke regarding:

- Holiday Market put on by the Parks and Recreation Department
- Land of Lights- Home Decoration Contest
- Wished everyone a Merry Christmas

### **Council Reports**

Councilor Linton thanked the Police Department for the holiday card she received from them and asked that she receive a copy of where it states that Councilors are limited to five minutes to ask questions.

City Manager Smith stated he will send her a website link to the Council Rules.

Councilor Myers and Councilor Hayward thanked the Parks and Recreation Department for the great job they did putting on the Tree Lighting and Parade, as well as all of the organizations and vendors who made this event a success.

Councilor Kelso spoke regarding the 30-year Anniversary of the Festival of Trees Event and thanked all those who helped make the event a success- from staff, to community organizations, volunteers, and the public who attended. All funds raised for this event go to the Good Shepherd Community Health Care Foundation.

Councilor Barron apologized for missing the last meeting as he was ill and wished everyone a happy holiday season.

### **Youth Advisory Report**

Teodoro Delgado gave information regarding his participation in the recent debate and speech event.

### **Manager's Report**

City Manager Smith asked that the Council please participate in judging the Land of Lights Home Decoration Contest entries.

### **Adjourn**

There was no other business and Mayor Primmer adjourned the regular City Council meeting at 8:16pm.

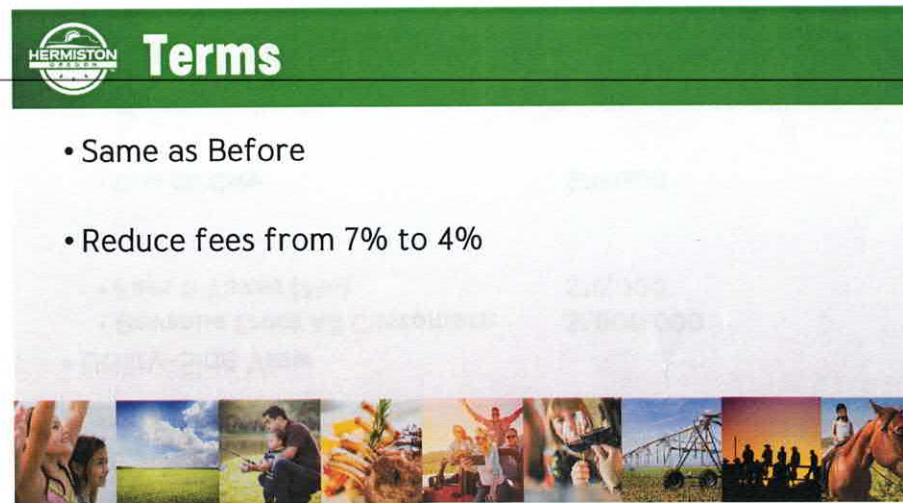
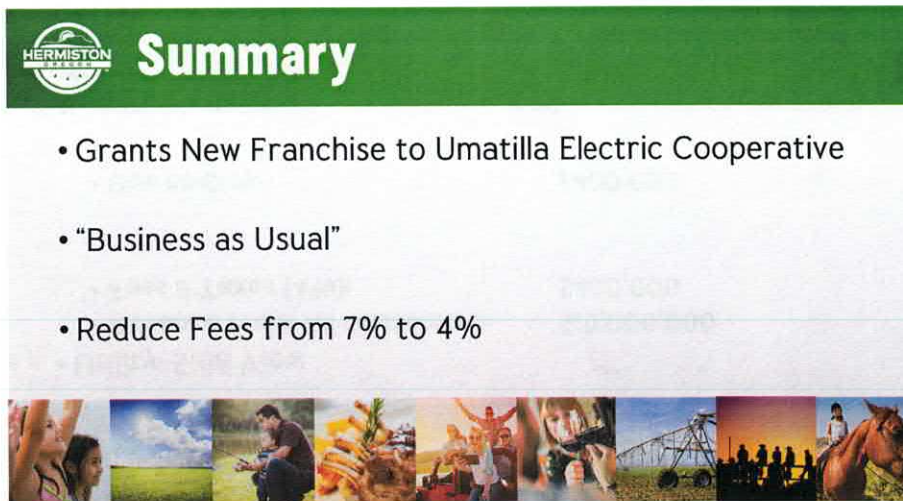
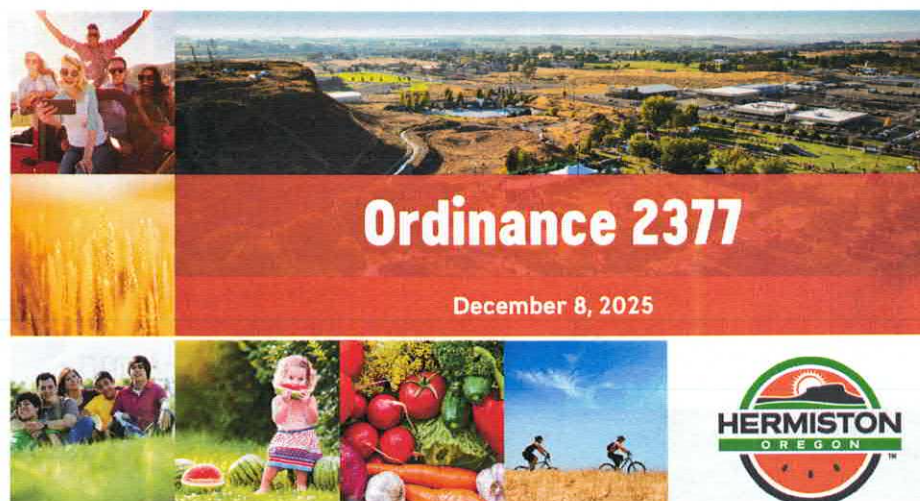
SIGNED:

\_\_\_\_\_  
Doug Primmer, Mayor

ATTEST:

\_\_\_\_\_  
Lilly Alarcon-Strong, CMC, City Recorder







## Fees

- Franchise Fees & "Occupancy Taxes" = 7%
- Like a Sales Tax. Example Customer Bill:
  - **Cost of Power:** \$100
  - **Fees & Taxes:** \$7
  - **Total Bill:** \$107



## Fees

- Utility-Side View
  - **Revenue from All Customers:** \$1,000,000
  - **Fees & Taxes (7%):** \$70,000
- **Due to City:** \$70,000



## Fees

- Utility-Side View
  - **Revenue from All Customers:** \$10,000,000
  - **Fees & Taxes (7%):** \$700,000
- **Due to City:** \$700,000



## Fees

- Utility-Side View
  - **Revenue from All Customers:** \$10,000,000
  - **Fees & Taxes (4%):** \$400,000
- **Due to City:** \$400,000







## Growth in Local Power Usage

- CY24 UEC Fees & Taxes: \$400,000
- CY26 Projected at 4%: \$1,500,000



## Why Reduce Fees/Taxes?

- Revenue Tripled 2024 → 2026
- Lower Costs for Residents & Businesses
- Example Household: \$150/mo Electric Bill
  - 3% = \$4.50/mo = \$54/year



## Why Reduce Fees/Taxes?

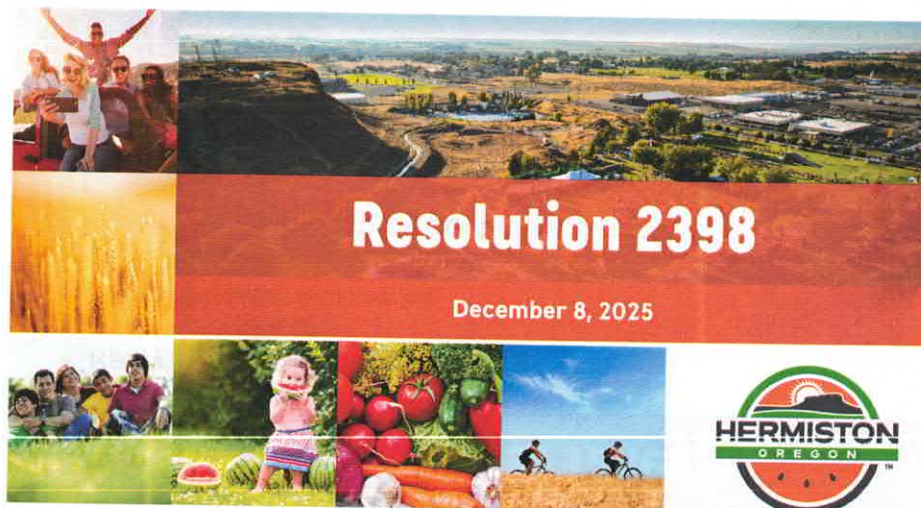
- “Rainy Day” philosophies
  - Build Large Reserves
  - Raise Revenue when Needed
- Revenue-Raising can be politically tough
- Leaving large reserves alone can be politically tough



## Recommendation

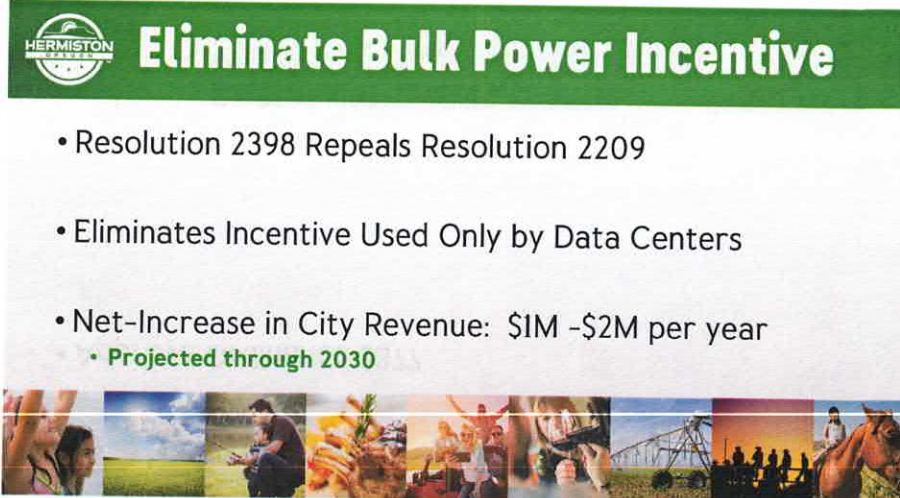
- Approve Ordinance 2377





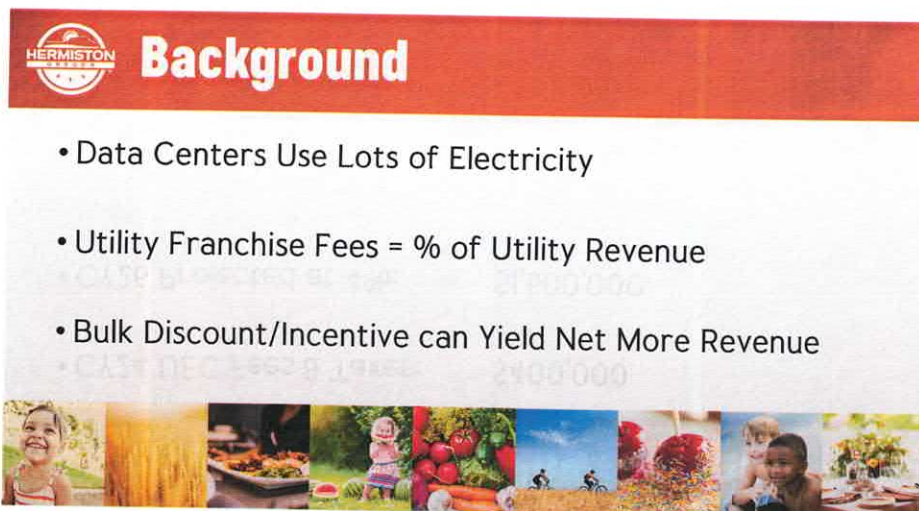
## Resolution 2398

December 8, 2025



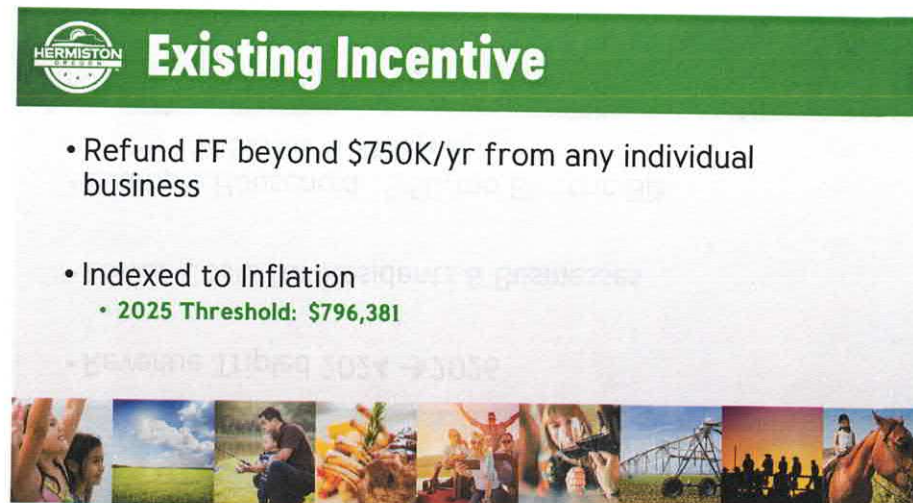
## Eliminate Bulk Power Incentive

- Resolution 2398 Repeals Resolution 2209
- Eliminates Incentive Used Only by Data Centers
- Net-Increase in City Revenue: \$1M - \$2M per year
  - Projected through 2030



## Background

- Data Centers Use Lots of Electricity
- Utility Franchise Fees = % of Utility Revenue
- Bulk Discount/Incentive can Yield Net More Revenue



## Existing Incentive

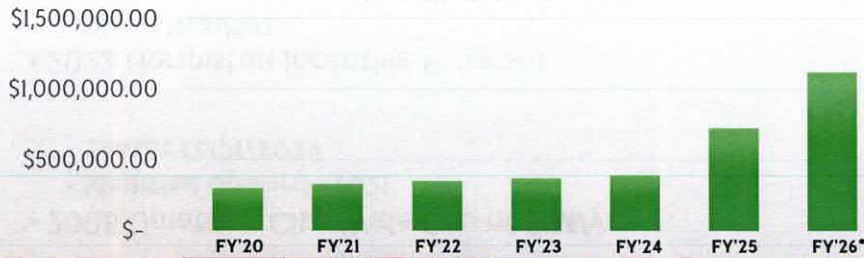
- Refund FF beyond \$750K/yr from any individual business
- Indexed to Inflation
  - 2025 Threshold: \$796,381





## Successful Program

UEC Franchise Fee Revenues



\*FY'26 is only through four months



## Why End Program?

- Increase City Revenue
- Mitigate financial uncertainty
- Industry Preference to Eliminate



## Projected net Revenue (Current)

- CY2025 Gross Revenue: \$1,600,000
- CY2025 Refund: \$400,000
- Net Revenue: \$1,200,000\*

\*3X Annual Revenue in 2022



## Industry Prefers to Eliminate

- Increase Data Center Costs
  - \$800,000/yr Now
  - ~\$2,000,000/yr+ if Eliminated
  - \$1.2M/yr Net
- Requesting Refund Would Show Competitors Info





## Across the Board 4% Fee

- Typical Household Saves \$50/year
- Data Centers Pay Extra \$1M-\$2M/year
- Net City Revenue Increases \$1M - \$2M/year



## Electric Franchise Fee Market

- Current: 7%      Proposed: 4%
- Other Oregon City Rates
  - 3% to 9%
    - Bulk of Market: 5%
    - Some at 3%, Some at 7%, Outlier at 9%
  - 0%: Un-incorporated Counties



## Regional Strategy

- 2008 Umatilla: City-Wide Cap of \$1M/yr
  - Modified Upward ~2021
  - Sunset 12/31/2029
- 2022 Hermiston Incentive Program
  - Sunset 12/31/2029



## Statewide Market Strategy

- Collaborative Alliance for Regional Technology & Economic Leadership (CARTEL)
  - Hermiston
  - The Dalles
  - Boardman
  - Arlington
  - Stanfield
  - Pendleton
  - Hillboro
  - Prineville
  - Umatilla
  - Madras
  - Echo
  - Confederated Tribes of Warm Springs










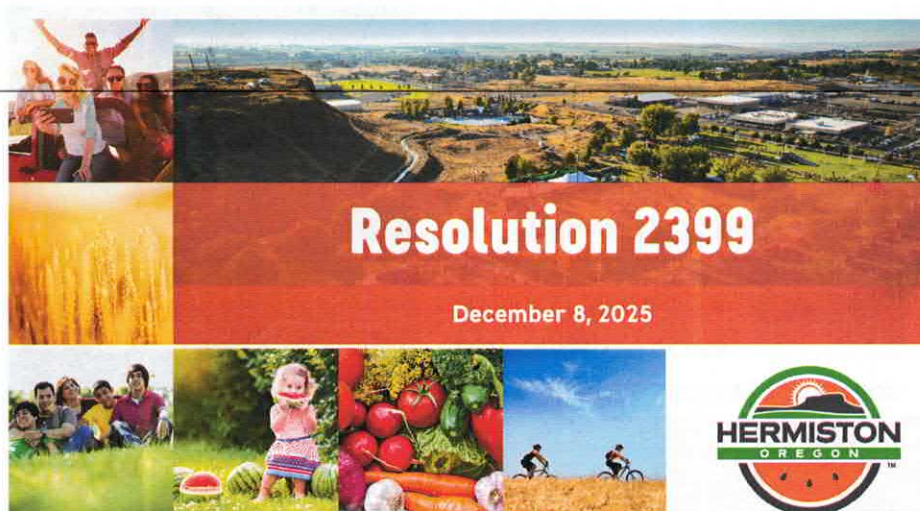
# Ord. 2377 & Res.2398

Summary



## Package Summary

- Ordinance 2377
  - **Renews UEC Franchise on Same Terms for 20 Years**
  - **Reduces Fee from 7% to 4%**
- Resolution 2398
  - **Eliminates Incentive for Data Centers**
- Together
  - **Net Increase in City Revenue \$1M-\$2M/Yr (more with growth)**
  - **Reduces Cost by 3% on All Other users (Residential savings ~\$50/yr per Home)**


# Resolution 2399

December 8, 2025

## Summary

- 1-Year Lease
- 140 Acre Farmland
- \$63,175







## Background



- Allow Airport Runway Extension
- 2017 Began Process
- 2025 Purchased for \$2.1M
  - **FAA Funded 95%**
  - **City Funded \$153,000**
- Previous Owners Declined to Lease-Back



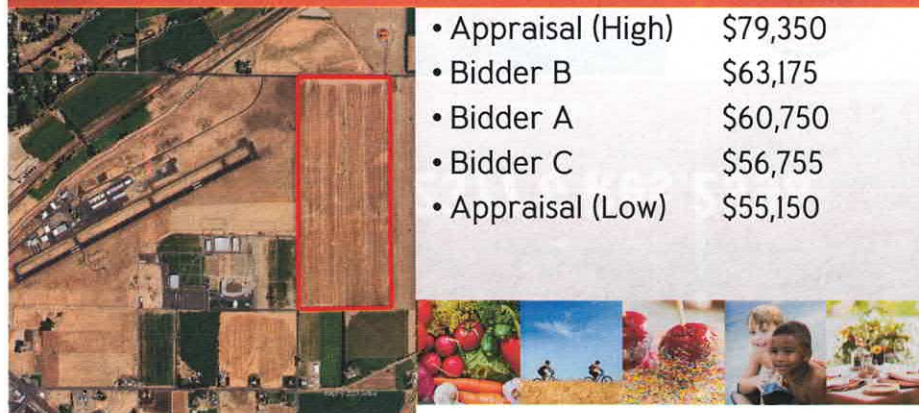
## Background



- Appraised for Lease
  - **\$55,000 - \$80,000**
  - **Higher-end for Long-Term**
- Marketed
  - **Mailed to 23 Neighboring Farms**
- Field-Signs
- Digital Advertising



## Bids



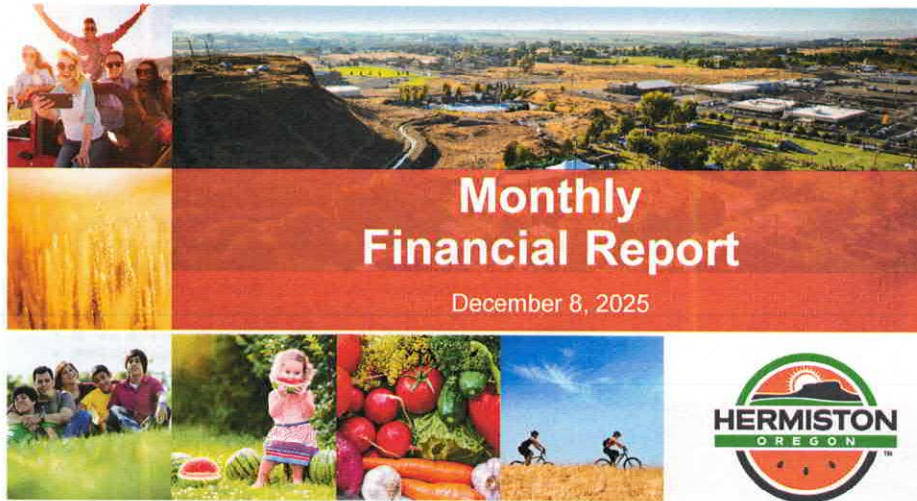
- Appraisal (High)     \$79,350
- Bidder B               \$63,175
- Bidder A               \$60,750
- Bidder C               \$56,755
- Appraisal (Low)     \$55,150



## Questions?







## Hermiston Urban Renewal Agency (HURA)

- Hermiston URA split in four funds for fiscal year – General, Downtown, North and South.
- North Hermiston Urban Renewal Area – ROW appraisals complete with anticipated bidding this winter.



## General Fund

- Fifth month (or 42.0%) of 2025-26 fiscal year
- Monthly Revenues ended over projection by ~\$1.2 million
  - Primarily due to receipt of property taxes
  - Received 83% of budgeted property taxes
    - Approximates past three fiscal years at 87%, 87% and 82% (85% average), respectively



## General Fund

- Monthly Expenses were over projection by ~\$1.31 million
  - Primarily due transfer of building funds to newly created building inspection fund (~\$2.7 million)
  - City Council, Airport and Non-Departmental are over budget due to annual LOC membership, capital outlay, and transfer to building inspection fund, respectively.
  - Parks and Pool are over budget due to seasonal activities.



## Special Revenue Funds

- Observations:
  - EOTEC revenues do not reflect reimbursement from campground project



## Utility and Street Funds

- Observations
  - Street Fund is ~\$60k below projected revenues due to timing of federal gas tax turnovers
  - HES Fund expenditures ~\$518k over projections due to annual debt service
  - Regional Water Fund ~\$42k over projections due to transfer to reserves for future maintenance/capital projects



## Capital Projects

- A number of projects in design:
  - Geer/Harper Realignment- in full design
  - N. 1<sup>st</sup> Sidewalk (additional ROW with UPRR has begun)
  - RWS Backup Generators – currently in design
  - Well #6 Chlorination Structure – currently in design
  - Lift Station #5 wet well upgrades – design to begin
  - E. Evelyn Avenue gravity sewer line – design to begin
  - Orchard Water Line replacement – preliminary design underway
  - Dogwood Street – design to begin soon
  - Aquifer Storage/Recovery – shifting to construction of well, pump and structures
  - Well #4 Controls –project to 'commence' after peak season
- TBD (budgeted and part of CIP):
  - SE 10<sup>th</sup> Street Bridge and Lift Station #7



## Capital Projects

- Hangar Replacement – Building substantially complete. Punchlist items.
- Library – Building is open, working through punch list
- Sherman Park – design complete; ready to bid
- Public Safety Center – Interior work continues, parking lot paving complete







Discussion

Questions?

*Where Life is Sweet™*



*Where Life is Sweet*

Mayor and Members of the City Council  
**STAFF REPORT**  
 For the Meeting of January 12, 2026

**Title/Subject**

Resolution 2401- Master Fee Schedule & Utility Rate Adjustments

**Summary**

This resolution will update the city's Master Fee Schedule, including an increase to water and sewer rates by 2.34%, which translates to an average monthly total increase for water and sewer combined of \$2.72 for the median customer. This resolution also adjusts how industrial sewer customers' monthly bills are calculated.

**Background**

The City of Hermiston's policy is to annually adjust water and sewer utility rates by amounts which closely align to inflation. This process helps to provide customers with relatively stable and predictable rates while ensuring the long-term financial viability of these critical systems. The inflation index used is the *Engineering News-Record's* Construction Cost Index, which is a widely used index amongst the broader utility industry. The ENR CCI is similar to the more commonly known Consumer Price Index in that it simply measures the change in prices over time of "a basket of goods," but the ENR's CCI specifically limits its basket to things like "general construction labor, structural steel, lumber," etc..

Going in to 2021, City Council chose to begin implementing these annual inflation adjustments based on a 3-year average, rather than simply a year-over-year change, because due to pandemic-era supply-chain disruptions, inflation that year came in at 7.3%, compared to a more typical 2% to 3%. That choice technically 'robbed' the system by under-charging in the initial year(s) of the change, with the expectation that the system would get made whole on the back-end, as the average would eventually end up being higher than actual inflation as that significant inflation event worked its way through the average.

	Total Cost	YOY % Change	3Yr Avg
2025	14118	3.57%	2.34%
2024	13632	0.87%	3.00%
2023	13514	2.57%	5.16%
2022	13175	5.56%	
2021	12481	7.35%	
2020	11626		

By December 2024, inflation in the construction industry had been reduced to a historically low figure of just 0.87%, which helped bring the 3-year average down to 3.00% for the 2025 rate adjustment, and began the process of making the system whole. However, the ENR CCI inflation rate began trending upward throughout early 2025, but beginning in June, when most of the new Federal Taxes on imports came in to effect, this measure began to rise significantly. Now, in December 2025, construction industry inflation has shot up to 3.57%, with most of that growth occurring in the second half of the year.

Luckily, thanks to lower inflation from 2023 & 2024, that means that the 3-year average which will be used for rate adjustments will only be 2.34% for 2026. However, this of course means that the system will be in a position of 'under-charging' customers this year relative to the actual inflation taking place. Additionally, I would just caution that the trajectory of inflation in the construction industry is heading in the wrong direction, since a lot of the material needed, such as steel and lumber, is imported. Therefore, unless there is a major change in course on the recent major Federal Tax Increases on imports, I would not be surprised if actual inflation in construction continues to rise in 2026 to be back in the range of 5%+ this time next year.

### Customer Impact

The actual dollar impact that this 2.34% change means will be different for every customer in town, since a customer's bill is heavily influenced by how much water and sewer capacity that they use. The enclosed example shows the change applied to the median customer, which is the customer who uses less water each month than half of customers, and uses more water each month than half of customers. When adding the change in the total water and sewer bill each month over the course of a year, and dividing that by 12 months, it comes out to an average of \$2.72 per month. That includes an increase of \$4.02 in August, based on the median water customer's consumption, but also includes six months of increases of less than \$2.20 per month.

### Industrial sewer calculations

This resolution will also change the sampling methodology which is used for billing industrial sewer customers. Currently, the City only has one industrial sewer customer, a CBD Oil processing factory. Due to the content of their sewer discharge containing high readings of "Biological Oxygen Demand" (BOD), their discharge is sampled up to 10 times per month, and the BOD readings from those 10 samples are averaged to determine how much they should be charged for BOD that month.

Unfortunately, due to laboratory constraints and testing requirements, the sampling schedule has to be fairly consistent, and is therefore relatively easy to guess. Several 'random' samples performed by sewer staff this year resulted in BOD readings which were significantly higher than readings during the regular (predictable) sampling periods; making it fairly evident that BOD is intentionally being held back and released during non-sampling periods. However, the sewer treatment plant must have the treatment capacity in place to treat peak BOD events.

Therefore, it is recommended to change the billing policy to eliminate the averaging of samples, and instead structure industrial BOD billing to be off of the highest level sampled in any given month. It is estimated that this change, based off of sampling in 2025, could drive up the monthly bill to the individual industrial customer from approximately \$10,000 per month

to somewhere in the range of \$200,000 per month. Although this appears to be a 2,000% rate increase, it's important to understand that without this change assigning this cost to the user who is using the RWTP's BOD capacity, then the eventual cost of that capacity will fall on to all of the other users of the City's system.

Given the significant change, it is recommended that this rate be adopted with an effective date of 1/1/2027; which allows the industrial user a full year to examine options to more effectively treat for BOD themselves onsite, rather than burdening the other public sewer system users with the cost of maintaining infrastructure capable of treating this user's peak discharges.

### **Tie-In to Council Goals**

Goal 3: "CITY FACILITIES: PUBLIC FACILITIES THAT MEET THE COMMUNITY NEEDS OF TODAY AND THE FUTURE."

### **Fiscal Information**

This change will cost the median water/sewer utility customer an average of \$2.72 per month, and will generate approximately \$270,000 in additional annual revenue to allow the utility fund to keep pace with rising costs.

### **Alternatives and Recommendation**

#### **Alternatives**

1. Approve Resolution 2401
2. Reject Resolution 2401
3. Table Resolution 2401

#### **Recommended Action/Motion**

Approve Resolution 2401

#### **Submitted By:**

Mark Morgan



### Median Residential Customer Example

	January	February	March	April	May	June	July	August	September	October	November	December
Water Usage (Gal.)	3,600	4,100	3,800	5,700	12,500	27,100	30,600	32,400	29,100	13,000	5,400	4,100

WATER: POSSIBLE MARCH, 2026- 2.34% CPI													
Water Base	\$ 36.76	\$ 36.76	\$ 36.76	\$ 36.76	\$ 36.76	\$ 36.76	\$ 36.76	\$ 36.76	\$ 36.76	\$ 36.76	\$ 36.76	\$ 36.76	\$ 36.76
Water Tier 1	\$ 0.61	\$ 2.20	\$ 2.50	\$ 2.32	\$ 3.48	\$ 7.63	\$ 9.15	\$ 9.15	\$ 9.15	\$ 9.15	\$ 7.93	\$ 3.29	\$ 2.50
Water Tier 2	\$ 4.27						\$ 51.67	\$ 66.61	\$ 74.30	\$ 60.21			
"New" Water Totals	\$ 38.96	\$ 39.26	\$ 39.08	\$ 40.24	\$ 44.39	\$ 97.58	\$ 112.52	\$ 120.21	\$ 106.12	\$ 44.69	\$ 40.05	\$ 39.26	

WATER: 2025 Baseline. Effective March '25 Thru February '26													
Water Base Rate	\$ 35.92	\$ 35.92	\$ 35.92	\$ 35.92	\$ 35.92	\$ 35.92	\$ 35.92	\$ 35.92	\$ 35.92	\$ 35.92	\$ 35.92	\$ 35.92	\$ 35.92
Water Tier 1 Usage	\$ 0.60	\$ 2.16	\$ 2.46	\$ 2.28	\$ 3.42	\$ 7.50	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00	\$ 7.80	\$ 3.24	\$ 2.46
Water Tier 2 Usage	\$ 4.17						\$ 50.46	\$ 65.05	\$ 72.56	\$ 58.80			
2025 Water Totals	\$ 38.08	\$ 38.38	\$ 38.20	\$ 39.34	\$ 43.42	\$ 95.38	\$ 109.97	\$ 117.48	\$ 103.72	\$ 43.72	\$ 39.16	\$ 38.38	

SEWER: POSSIBLE MARCH, 2026- 2.34% CPI														Winter Avg. 3,933
	3933	January	February	March	April	May	June	July	August	September	October	November	December	
Winter Avg. Use		3,933	3,933	3,933	3,933	3,933	3,933	3,933	3,933	3,933	3,933	3,933	3,933	
Sewer Base Rate		\$ 42.87	\$ 42.87	\$ 42.87	\$ 42.87	\$ 42.87	\$ 42.87	\$ 42.87	\$ 42.87	\$ 42.87	\$ 42.87	\$ 42.87	\$ 42.87	
Sewer Usage		\$ 3.67	\$ 14.44	\$ 14.44	\$ 14.44	\$ 14.44	\$ 14.44	\$ 14.44	\$ 14.44	\$ 14.44	\$ 14.44	\$ 14.44	\$ 14.44	
"New" Sewer Totals			\$ 57.31	\$ 57.31	\$ 57.31	\$ 57.31	\$ 57.31	\$ 57.31	\$ 57.31	\$ 57.31	\$ 57.31	\$ 57.31	\$ 57.31	

SEWER: 2025 Baseline. Effective March '25 Thru February '26														
		January	February	March	April	May	June	July	August	September	October	November	December	Winter Avg.
Winter Avg. Use		3,933	3,933	3,933	3,933	3,933	3,933	3,933	3,933	3,933	3,933	3,933	3,933	3,933
Sewer Base Rate	\$ 41.89	\$ 41.89	\$ 41.89	\$ 41.89	\$ 41.89	\$ 41.89	\$ 41.89	\$ 41.89	\$ 41.89	\$ 41.89	\$ 41.89	\$ 41.89	\$ 41.89	
Sewer Usage	\$ 3.59	\$ 14.12	\$ 14.12	\$ 14.12	\$ 14.12	\$ 14.12	\$ 14.12	\$ 14.12	\$ 14.12	\$ 14.12	\$ 14.12	\$ 14.12	\$ 14.12	
2024 Sewer Totals		\$ 56.01	\$ 56.01	\$ 56.01	\$ 56.01	\$ 56.01	\$ 56.01	\$ 56.01	\$ 56.01	\$ 56.01	\$ 56.01	\$ 56.01	\$ 56.01	

Combined Water & Sewer													Budget Bill
	January	February	March	April	May	June	July	August	September	October	November	December	AVG
New Combined Bill	\$ 96.26	\$ 96.57	\$ 96.38	\$ 97.54	\$ 101.69	\$ 154.88	\$ 169.83	\$ 177.51	\$ 163.42	\$ 102.00	\$ 97.36	\$ 96.57	\$ 120.83
Old Combined Bill	\$ 94.09	\$ 94.39	\$ 94.21	\$ 95.35	\$ 99.43	\$ 151.39	\$ 165.98	\$ 173.49	\$ 159.73	\$ 99.73	\$ 95.17	\$ 94.39	\$ 118.11
Total Combined Increase \$	\$ 2.17	\$ 2.18	\$ 2.17	\$ 2.19	\$ 2.26	\$ 3.49	\$ 3.84	\$ 4.02	\$ 3.69	\$ 2.26	\$ 2.19	\$ 2.18	\$ 2.72
Total Combined Increase %	2.31%	2.30%	2.31%	2.30%	2.27%	2.31%	2.32%	2.32%	2.31%	2.27%	2.30%	2.30%	2.30%

**RESOLUTION NO. 2401****A RESOLUTION ADJUSTING A SCHEDULE OF FEES AND CHARGES FOR VARIOUS CITY SERVICES**

WHEREAS, the City Council has adopted the City of Hermiston Code of Ordinances, and that Code permits the City Council of the City of Hermiston ("City") to adopt by resolution a schedule of fees and charges for various services, licenses and permits; and

WHEREAS, the City updates water and sewer rates annually; and

WHEREAS, the updated Master Fee Schedule including the updated fees is attached hereto.

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

1. That the attached updated Master Fee Schedule is approved and adopted.
2. That this resolution shall supersede Resolution No. 2397.
3. All fees and charges in effect as of the date of the adoption of this resolution shall remain in effect unless otherwise modified by provisions of this resolution.
4. That this resolution is effective immediately upon its passage.

PASSED by the Common Council this 12th day of January 2026.

SIGNED by the Mayor this 12th day of January 2026.

\_\_\_\_\_  
Doug Primmer, MAYOR

ATTEST:

\_\_\_\_\_  
Lilly Alarcon-Strong, CMC, CITY RECORDER



*Where Life is Sweet*

# Master Fee Schedule

Fees Subject to Change



Adopted by: Resolution No. 2171 on December 14, 2020  
Superseded By Resolution No:

2174 on March 8, 2021	2332 on July 8, 2024
2187 on June 10, 2021	2335 on August 26, 2024
2202 on December 13, 2021	2345 on Nov. 12, 2024
2205 on January 10, 2022	2353 on January 30, 2025
2207 on January 24, 2022	2397 on Nov. 24, 2025
2213 on March 14, 2022	<u>2401 on January 12, 2026</u>
2219 on May 9, 2022	
2231 on July 11, 2022	
2249 on January 9, 2023	
2259 on February 27, 2023	
2302 on January 8, 2024	
2305 on January 22, 2024	
2317 on March 11, 2024	

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## ADMINISTRATION &amp; GENERAL FEES

# Administration & General Fees

Fines & Penalties	
1. Returned check	\$25.00
2. Collection Agency Processing Fee	\$10.00 per item
Miscellaneous Services	
1. Other Misc. Items and Services	As Established
Prints & Public Records	
Documents & Photocopies up to 11x17 (Does not include other fees)	
1. Black & White	Single: \$0.25 per page Double-Sided: \$0.50 per page
2. Color	Single: \$1.00 per page Double-Sided: \$2.00 per page
Maps, Nonstandard Documents, etc. Larger than 11x17 (Does not include other fees)	
1. Black & White	Actual Cost
2. Color	Actual Cost
Media (Does not include other fees)	
1. DVD, CD or USB	Actual Cost
2. Audio & Video Recording, in addition to any other fees.	\$35.00 per hour- Minimum Charge
Processing Fees (Does not include other fees)	
1. Lengthy Requests (request over 15 mins to complete)	\$35.00 per hour
2. Fee's charged at 15 min increments. Requests less than 15 mins to process may be waived, excluding serial requests.	
3. Attorney Fees	Actual Cost
<b>Please Note:</b> Requestors must pre-pay the estimated cost of request. If the actual charges are less than the pre-payment, then the over- payment shall be refunded.	

## AIRPORT

# Airport

**Commercial Activity Fee-** Any business operating at the Airport

- |                        |                     |
|------------------------|---------------------|
| 1. Aerial Sprayers     | \$1,000.00 per year |
| 2. Non-Aerial Sprayers | \$250.00 per year   |

**T-Hangar Rental**

- |                         |                    |
|-------------------------|--------------------|
| 1. Open Hangars         | \$100.00 per month |
| 2. Enclosed T-Hangar #2 | \$200.00 per month |
| 3. Enclosed T-Hangar #3 | \$225.00 per month |
| 4. Enclosed T-Hangar #4 |                    |
| a. Interior Bays        | a. \$275.00        |
| b. End Bays             | b. \$325.00        |

**Miscellaneous Services**

- |                               |   |
|-------------------------------|---|
| 1. Air Freight Activity       | \$284.00 per month                            |
| 2. Transient Aircraft Parking | \$5.00 per night, after the first two nights. |
| 3. Tie Downs                  | As established by agreement                   |

**Land & Building Leases-** All terms and fees as established by agreement.

**Hermiston Municipal Airport is operated by contract, to: Gorge Aviation**

1600 E Airport Way, Hermiston, OR 97838

541-567-3694

<https://www.gorgeaviationservices.com/>

## ANIMALS

## Animals

**Dog Licenses** (One-time fee per dog.)

1. Altered (spayed or neutered)	\$5.00
2. Unaltered (not spayed or neutered)	\$25.00
3. Service/Assistance dogs- As defined under the ADA	NONE

**Please Note:** Proof of rabies vaccination, or valid exemption, is required to obtain a license.

**Dog Impoundment & Boarding**

1. Impoundment- Altered	\$25.00
2. Impoundment- Unaltered	\$75.00
3. Boarding- Excluding the first day of boarding, if impounded after 8:00pm.	\$10.00 per day

**Please Note:** No dog shall be released without proof of or obtaining a license and rabies vaccination.

**All animal services, as specified in this section, are contracted to:**

**Pet Rescue Humane Society of Eastern Oregon**

1844 NW Geer Rd, Hermiston, OR 97838

(541) 564-6222

\*\* Other independent animal services, ie: rabies vaccinations, etc, are also provided by Pet Rescue. \*\*

## AQUATIC CENTER

# Aquatic Center

Educational Classes		
1. Swimming, Diving, Snorkeling, Lifeguard, etc	As established per program	
Public Swim Hours		
Individual Daily Pass		
1. Infants (0-1yr)	Free	
2. Child (2-9yrs)	\$5.00	
3. Youth (10-17yrs)	\$6.00	
4. Adult (18+)	\$7.00	
5. Seniors (55+)	\$6.00	
Individual Splash Pass- All Season (entrance for all public swim hours)		
1. Child & Youth (2-17yr)	\$85.00	
2. Adult (18+)	\$95.00	
3. Senior (55+)	\$85.00	
Family Splash Pass- All Season: All members must reside in same household (entrance for all public swim hours)		
1. 2 Adults & up-to 4 kids	\$200.00	
2. 2 Adults & up-to 6 kids	\$240.00	
3. 2 Adults & up-to 8 kids	\$265.00	
Aquatic Fitness Classes		
Individual Daily Pass		
1. Adult (18+)	\$7.00	
2. Seniors (55+)	\$6.00	
Individual Splash Pass-Fit: All Season (entrance for all aquatic fitness classes)		
1. Adult (18+)	\$85.00	
2. Senior (55+)	\$75.00	
All Access Pass: All Season- (Entrance for all public swim hours & aquatic fitness classes)		
1. Adult & Senior	\$135.00	
Aquatic Facility Rentals		
<b>Full Facility Rental:</b> Exclusive use of all pools & picnic shelter.	<b>Resident</b>	<b>Non-Resident</b>
Friday- Sunday 7:15pm-9:15pm or 9:30pm to 11:30pm Additional hours may be available	\$1,200.00	\$1,450.00
Refundable Booking/Security Deposit- Due to hold event date	\$500.00	\$500.00
<b>Semi-Private Rental:</b> Shared use of all pools with other designated area. Maybe shared with two other parties.	<b>Resident</b>	<b>Non-Resident</b>
Friday- Sunday 9:30pm to 11:30pm Additional hours may be available	\$150.00	\$190.00

## AQUATIC CENTER

<b>Picnic Shelter Rental:</b> Use of gazebo and picnic tables during public swim (pool entry fee required)	<b>Resident</b>	<b>Non-Resident</b>
2-Hour Rental: 50 Person Maximum - Group Rates Available		
1. Weekday Rental	\$50.00	\$75.00
2. Weekend Rental	\$65.00	\$90.00
<b>Additional Amenities</b>		
1. <b>All-Day Cabana Rental:</b> Semi-Private shaded area with premium lounge chairs. Available during public swim.	Regular Cabana \$25.00	Large Cabana \$50.00
2. <b>All Other Amenities</b>	As Established	
<b>Hermiston Aquatic Center</b>		
879 W Elm Ave, Hermiston, OR 97838		
541-289-7665		
541-667-5018 (Off-Season)		



## BUILDING DEPARTMENT

# Building Department

**The final determination of valuation, occupancy, and/or construction type under any of the provisions of this order shall be made by the Building Official.**

## A. Building Permits

The valuation to be used in computing the building permit and the building plan review fees shall be the total value (rounded up to the nearest dollar) of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems and any other permanent equipment. It also includes the contractor's profit which should not be omitted.

The fees for each permit shall be as set forth in Tables A-1 and A-2. Valuation will be calculated using the City's Building Permit Fee table based on the International Code Council (ICC) Building Valuation Data Table as of April 1 of the current year, multiplied by the square footage of the structure or as stated by the applicant, whichever is greater. The cost per square foot of carports, decks, 1 & 2 Family Dwelling pole buildings, and covered porches/patios shall be 50% of the valuation indicated for "Private Garages" on the City's valuation table.

**Table A-1: Building Permit Fee**

❖ <b>Residential:</b> New, Additions, Alterations, Repairs, & Accessory Structures. (Plumbing permit required for potable water fire systems; see Table E-4)	
❖ <b>Commercial:</b> New, Alterations, Additions, Repairs, Accessory Structure, Fire Systems, & Medical Gas Systems Plumbing permit (based on value of installation costs)	
❖ <b>Multifamily:</b> New, Alterations, Additions, Repairs, & Accessory Structure.	
Total Valuation	Building Permit Fee
1. \$1.00 to \$500.00	\$63.00 minimum
2. \$500.01 to \$2,000.00	\$63.00 for the first \$500.00 plus \$1.95 for each additional \$100, or fraction thereof, to and including \$2,000.00
3. \$2000.01 to \$25,000.00	\$92.25 for the first \$2,000.00 plus \$7.80 for each additional \$1,000, or fraction thereof, to and including \$25,000.00
4. \$25,000.01 to \$50,000.00	\$271.65 for the first \$25,000.00 plus \$5.85 for each additional \$1,000, or fraction thereof, to and including \$50,000.00
5. \$50,000.01 to \$100,000.00	\$417.90 for the first \$50,000.00 plus \$3.90 for each additional \$1,000, or fraction thereof, to and including \$100,000.00
6. \$100,000.01 and up	\$612.90 for the first \$100,000.00 plus \$3.25 for each additional \$1,000, or fraction thereof.

**Table A-2: Building Permits - Related Fees**

Description	Permit Fee
1. Building Plan Review Fee	65% of the building permit fee based on Table A-I
2. Additional Building Plan Review required due to revisions to the construction documents	\$80.00 per hour
3. Fire Life Safety Review on State Allowed Plans	40% of the building permit fee based on Table A-I
4. Third Party Plan Review	\$80.00 per hour
5. Master Plan Review -	
a. Setup fee	a. \$ 100.00
b. Initial Plan Review	b. 65% of the building permit fee based on Table A-I
c. Second & Subsequent Reviews	c. 50% of the initial plan review fee
6. Deferred Submittals - Plan Review Fee	See Customized Permit Services: Table G-2, Deferred Plan Submittal
7. Consultation Fee- (In office code review, potential project review)	\$95.00 per hour (Minimum ½ charge)
8. Temporary Certificate of Occupancy Request- Commercial.	a. Initial request = \$100.00 b. Extension request = \$75.00 c. Residential TCO = No Charge

## BUILDING DEPARTMENT

9. Investigation Fee	\$120.00 per hour (one hour minimum)
10. Reinspection, extra inspections, special inspections	\$80.00 each
11. Inspections outside of normal business hours	\$80.00 per hour (one hour minimum)
12. Inspections for which no fee is specifically indicated (includes on job site counsel inspections)	\$80.00 per hour
13. Solar Photovoltaic Systems installed using the prescriptive path described in section 305.4 of the Oregon Solar Installation Specialty Code (OSISC).	\$150.00 (includes one inspection) (Does include the plan review fees)
14. Non-prescriptive Solar Photovoltaic Systems	See Building Permit Fee Table A- I
15. Structural minimum fee	\$63.00
16. Technology Fee- Revenues are used to support technology related to electronic processes and tools used in doing business	2% of permit fee
17. Re-roof Permit	
a. Residential (required when replacing sheathing or other)	a. Fee based on valuation
b. Commercial	
i. Simple Replacement	i. \$250.00
ii. Complex Replacement- plan review required will be based on valuation.	ii. Fee based on valuation

**PERMIT EXTENSION**

## Reinstating Expired Permits

- ❖ Extensions must be requested prior to the permit expiring.
- ❖ IT IS NOT THE RESPONSIBILITY OF THE CITY OF HERMISTON TO NOTIFY THE PERMIT HOLDER OF EXPIRATION DATES. AS A COURTESY A NOTICE IS SENT OUT PRIOR TO EXPIRATION.

Extension Request	Permit Fee
1. First Extension Request	No Charge
2. Second and subsequent requests	\$65.00 each permit, no surcharge fee
3. Expired permit less than 6 months past expiration date	\$65.00 each permit, subject to surcharge fee
4. Expired permits over 6 months past expiration date	Fees assessed to current fee schedule; new plan review may apply. Subject to surcharge fee.

**Residential Structural Fire Suppression Standalone**

(Fees based on total square footage of the dwelling unit to be covered by the system)

Total Square Footage	Permit Fee
1. 0 to 2,000 square feet	\$150.00
2. 2,001 to 3,600 square feet	\$218.00
3. 3,601 to 7,200 square feet	\$354.00
4. Over 7,200 square feet	\$488.00

**B. Manufactured Dwelling Placement Permits**

One single permit fee is assessed. This fee shall include the concrete slab, runners, or foundations when they comply with the prescriptive requirements of the Oregon Manufactured Dwelling and Specialty Code, electrical feeder and plumbing connections and all cross-over connections, site utility connections (water, sewer, storm) up to 30 lineal feet.

1. Manufactured Dwelling Placement Permit Fee	\$225.00
2. (includes plan review)	
3. Manufactured Dwelling & Cabana installation administrative fee	\$30.00 As required by the State
4. State Surcharge	As required by the State

## BUILDING DEPARTMENT

**C. Camp and Park Permits**

The Area Development Fee is to be calculated based on the valuations shown in Table 2 of OAR 918-600-0030 for Manufactured Dwelling/Mobile Home Parks and Table 2 of OAR 918-650-0030 for Recreational Park & Organizational Camp Valuation Table, and then applying the valuation amount to the valuation fee table in the Building Permit Fee Table A-1.

1. Plan Review Fee	65% of total permit fee
2. State Surcharge	As required by the State

**D. Mechanical Permits**

The fees for each permit shall be as set forth in Table D-1, D-2, and D-3.

The valuation used to determine the commercial mechanical permit fee using Table D-1 shall include the value (rounded up to the nearest dollar) of all mechanical materials, equipment, labor, overhead and profit.

**Table D-1: Commercial Mechanical Permit Fees**

❖ <b>Commercial:</b> New, Alterations, Additions, Repairs, & Accessory Structure	
❖ <b>Multifamily:</b> New, Alterations, Additions, Repairs, & Accessory Structure	
Total Valuation	Permit Fee
1. \$1 to \$5,000.00	\$75.00 minimum
2. \$5,000.01 to \$10,000.00	\$75.00 for the first \$5,000.00 plus \$1.00 for each additional \$100, or fraction thereof, to and including \$10,000 .00
3. \$10,000.01 to \$100,000.00	\$125.00 for the first \$10,000.00 plus \$2.00 for each additional \$1,000, or fraction thereof, to and including \$100,000.00
4. \$100,000.00 and up	\$305.00 for the first \$100,000.00 plus \$1.00 for each additional \$1,000, or fraction thereof

**Table D-2: Residential Dwelling Mechanical Permit Fees**

❖ <b>1 &amp; 2 Family Dwelling:</b> New, Alterations, Additions, Repairs, & Accessory Structure	
❖ <b>Manufactured Dwellings:</b> New, Additions, Alterations, Repairs, & Accessory Structure	
Description	Permit Fee
1. Air conditioner	\$15.00
2. Air handling unit of up to 10,000 cfm	\$11.00
3. Air handling unit 10,001 cfm and over	\$15.00
4. Appliance or piece of equipment regulated by code but not classified in other appliance categories	\$11.00
5. Appliance vent installation, relocation or replacement not included in an appliance permit	\$10.00
6. Attic/crawl space fans	\$10.00
7. Barbecue	\$11.00
8. Chimney/liner/flue/vent	\$11.00
9. Clothes dryer exhaust	\$11.00
10. Decorative gas fireplace	\$11.00
11. Ductwork, no appliance/fixture	\$11.00
12. Evaporative cooler other than portable	\$11.00
13. Floor furnace, including vent	\$15.00
14. Flue vent for water heater or gas fireplace	\$10.00
15. Furnace - greater than 100,000 BTU	\$15.00
16. Furnace - up to 100,000 BTU	\$15.00
17. Furnace/burner including duct work/vent/liner	\$15.00

## BUILDING DEPARTMENT

18. Gas or wood fireplace/insert	\$15.00
19. Gas fuel piping outlets (four or less connections)	\$10.00
20. Gas fuel piping outlets (more than four)	\$6.00
21. Heat pump	\$15.00
22. Hood served by mechanical exhaust, including ducts for hood	\$15.00
23. Hydronic hot water system	\$15.00
24. Installation or relocation domestic-type incinerator	\$15.00
25. Mini split system	\$15.00
26. Oil tank/gas/diesel generators	\$15.00
27. Pool or spa heater, kiln	\$15.00
28. Range hood/other kitchen equipment	\$15.00
29. Repair, alteration, or addition to mechanical appliance including installation of controls	\$15.00
30. Suspended heater, recessed wall heater, or floor mounted unit heater	\$15.00
31. Ventilation fan connected to single duct	\$10.00
32. Ventilation system not a portion of heating or air-conditioning system authorized by permit	\$10.00
33. Water heater	\$15.00
34. Wood/pellet stove	\$15.00
35. <b>Other heating/cooling</b>	<b>\$12.00</b>
36. <b>Other fuel appliance</b>	<b>\$12.00</b>
37. <b>Other environment exhaust/ventilation</b>	<b>\$10.00</b>
38. <b>Minimum Permit Fee</b>	<b>\$40.00</b>

Table D-3: Mechanical Permits - Related Fees

Other Inspections	Fee
1. Mechanical Plan Review - when Required or requested	25% of the permit fee
2. Additional Mechanical Plan Review required due to revisions to the construction documents	\$50.00 per hour
3. Re-inspection Fee	\$75.00 each
4. Inspections outside of normal business hours	\$80.00 per hour (one hour minimum)
5. Inspections for which no fee is specifically indicated	\$80.00 per hour (one hour minimum)
6. Investigation Fee	\$80.00 per hour
7. General State Surcharge: ORS 455.210	As set by the State of Oregon

**E. Plumbing Permits**

Table E-1: Plumbing Permit Fees

❖ <b>Residential:</b> New	
❖ <b>Includes:</b> No additional fee shall be charged for the first 100 feet of water and sewer lines, hose bibbs, icemakers, underfloor low-point drains, and rain drain packages that include the piping, gutters, downspouts, and perimeter system	
Description	Fee
1. One Bathroom	\$275.00
2. Two Bathrooms	\$300.00
3. Three Bathrooms	\$375.00
4. Each additional Bath/Kitchen	\$75.00



## BUILDING DEPARTMENT

**Please Note:** A "half bath" is equivalent to a single bathroom

- |  |                  |
|--|------------------|
| 1. Each additional 100 ft of water, sewer, or storm line or fraction thereof | \$30.00 per type |
| 2. Residential Fire Sprinkler System- Multipurpose/Continuous Loop           | See Table E-4    |

**Table E-2: Plumbing Permit Fees**

❖ <b>Residential:</b> Additions, Alterations, Re pairs, & Accessory Structure		
❖ <b>Commercial:</b> New, Additions, Alterations, Repairs, Accessory Structure, & Fire Systems		
❖ <b>Multifamily:</b> New, Additions, Alteration, Repairs, Accessory Structure, & Fire Systems		
❖ <b>Manufactured Dwellings:</b> New (utilities beyond 30 ft), Additions, Alterations, Repairs, & Accessory Structure		
Site Utilities	Fee/Unit	
1. Sanitary sewer - first 100 feet	\$50.00	
a. Each additional 100 feet, or fraction thereof	\$30.00	
2. Storm sewer including trench drains, leach lines, and drywells - first 100 feet	\$50.00	
a. Each additional 100 feet, or fraction thereof	\$30.00	
3. Water service -first 100 feet	\$50.00	
a. Each additional 100 feet, or fraction thereof	\$30.00	
Fixtures or Items	Residential Fee/Unit	Commercial Fee/Unit
1. Alternate potable water heating system	\$30.00	\$35.00
2. Backflow preventer	\$45.00	\$50.00
3. Backwater valve	\$45.00	\$50.00
4. Catch Basin	\$25.00	\$25.00
5. Clothes washer	\$25.00	\$25.00
6. Dishwasher	\$25.00	\$25.00
7. Drinking fountain	\$25.00	\$25.00
8. Ejectors/sump pump	\$45.00	\$50.00
9. Expansion tank	\$20.00	\$50.00
10. Fixture Cap	\$20.00	\$20.00
11. Floor drain/floor sink/hub drain	\$25.00	\$30.00
12. Garbage disposal	\$25.00	\$30.00
13. Hose bib	\$20.00	\$20.00
14. Ice maker	\$25.00	\$50.00
15. Interceptor/Grease Trap	\$30.00	\$50.00
16. Primer	\$20.00	\$20.00
17. Residential Replacing in-building water supply lines-number of branches:		
a. First floor	\$75.00	
b. Each additional floor	\$25.00	
18. Commercial Replacing in-building water supply lines-number of branches:		
a. First five branches		\$80.00
b. Each fixture branch over five		\$20.00
19. Roof Drain		\$25.00
20. Sink/basin/lavatory	\$25.00	\$30.00
21. Swimming pool piping	\$25.00	\$50.00
22. Trench Drain	\$30.00	\$50.00
23. Tub/shower/shower pan	\$25.00	\$30.00

## BUILDING DEPARTMENT

24. Urinal	\$20.00	\$25.00
25. Water closet	\$25.00	\$25.00
26. Water heater	\$25.00	\$25.00
27. Other- plumbing	\$25.00	\$46.00
28. Medical Gas Installations (Plan Review Required)	Based on valuation using Table A-1	
29. <b>Minimum Permit Fee</b>	<b>\$45.00</b>	<b>\$65.00</b>

**Table E-3: Plumbing Permit - Related Fees**

Other Inspections	Fee
1. Plumbing Plan Review - When required or requested	25% of the permit fee
2. (Plan review is required for Medical Gas Installations, Fire Suppression Systems, and complex structures as defined by OAR Chapter 918, Division 780)	
3. Additional Plumbing Plan Review required due to revisions to the construction documents	\$60.00 per hour
4. Re-inspection Fee	\$60.00 each
5. Inspections outside of normal Business hours	\$60.00 per hour (one hour minimum)
6. Inspections for which no fee is specifically indicated	\$60.00 per hour
7. Investigation Fee - work done without permits	\$80.00 per hour
8. General State Surcharge: ORS 455.210	As set by the State of Oregon

**Table E-4: Plumbing Permits - Residential Fire Systems <sup>1</sup>**

- ❖ Multipurpose or Continuous Loop Fire Suppression Systems (13D)
- ❖ Fees based on total square footage of the dwelling unit to be covered by the system

Total Square Footage	Permit Fee (Include Plan Review)
1. 0 to 2,000 square feet	\$87.00
2. 2,001 to 3,600 square feet	\$129.00
3. 3,601 to 7,200 square feet	\$164.00
4. Over 7,200 square feet	\$200.00

- ❖ <sup>1</sup> Stand-alone systems are permitted under separate building permits. However, a plumbing permit for a backflow prevention device (in the event of connectivity to potable water supply) is required.
- ❖ Plan review is required on all Residential Fire Suppression Systems.

**F. Electrical Permits****Table F-1: Electrical Permit Fees**

- ❖ **Residential:** New, Additions, Alterations, Repairs, & Accessory Structure
- ❖ **Commercial:** New, Alterations, Additions, Repairs, & Accessory Structure
- ❖ **Multifamily:** New, Alterations, Additions, Repairs, & Accessory Structure

A. Residential-New, or Multi-Family Dwelling Building - New: Service Included	Fee/Equipment
<b>Residential-New</b>	
1. 1,000 square feet or less	\$106.00
a. Each additional 500 square feet, or fraction thereof	a. \$19.00
b. Limited energy, for New I & 2 Family Dwelling	b. \$25.00
<b>Please Note:</b> If a limited energy permit is purchased separately from the new building electrical permit, use fee listed in the "Miscellaneous" section.	
<b>Multi-Family Dwelling Building - New: Service Included</b>	
2. Largest unit uses above sq. ft.; each additional unit	50% of largest unit rate
a. Limited Energy	a. \$63.00 per floor
b. Protective Signaling	b. \$63.00 per floor

## BUILDING DEPARTMENT

**B. Services or Feeders Installation, Alterations or Relocation (Does not include branch circuits)**

1. 200 amps or less	\$79.00
2. 201 amps to 400 amps	\$94.00
3. 401 amps to 600 amps	\$156.00
4. 601 amps to 1,000 amps	\$204.00
5. Over 1,000 amps or 1,000 volts	\$469.00

**C. Temporary Services/Feeders Installation, Alteration, or Relocation**

1. 200 amps or less	\$63.00
2. 201 amps to 400 amps	\$86.00
3. 401 amps to 600 amps	\$125.00
4. 601 amps to 1,000 amps	\$163.00
5. Over 1,000 amps or 1,000 volts	\$375.00

**D. Branch Circuits - New, Alterations or Extension, per Panel**

1. Feeder for branch circuits <b>with</b> above service or feeder fee	
a. Each branch circuit	\$4.00
2. Fee for branch circuits <b>without</b> service or feeder	
a. First branch circuit	a. \$54.00
b. Each additional branch circuit	b. \$4.00

**E. Miscellaneous (Service or Feeder Not Included)**

1. Each manufactured or modular dwelling, service and/or feeder	\$63.00
2. Reconnect only	\$63.00
3. Pump or irrigation circle	\$63.00
4. Sign or outline lighting	\$63.00
5. Each signal circuit(s) or each limited-energy panel alteration	
6. or extension	\$50.00

**F. Renewable Electrical Energy**

1. 5 kva or less (all renewable types)	\$79.00
2. 5.01 to 15.00 kva (all renewable types)	\$94.00
3. 15.01 to 25.00 kva (all renewable types)	\$156.00
4. For wind generation systems in excess of 25 kva:	
a. 25.01 kva to 50.00 kva	a. \$204.00
b. 50.01 kva to 100 kva	b. \$469.00
c. Over 100 kva	c. Use sections B or C, plus D
5. Base fee for solar generation systems in excess of 25 kva	\$156.00
a. Add for each additional kva, or fraction thereof over 25. Maximum fee is 100kva (permit fee will not increase beyond the calculation for 100 kva)	a. \$6.24

**Table F-2: Electrical Permit – Related Fees**

Other Inspections	Fee
1. Electrical Plan Review- When requested or required by OAR Chapter 918, Division 311	25% of the permit fee
2. Additional Electrical Plan Review required due to revisions to the construction documents	\$86 per hour
3. Re-inspection Fee	\$86.00
4. Inspections outside of normal Business hours	\$86.00 per hour (one hour minimum)
5. Inspections for which no fee <b>is specifically</b> indicated	\$86.00 per hour
6. Investigation Fee	\$86.00 per hour



## BUILDING DEPARTMENT

7. Master Permit Inspection Program OAR 918-309-0100	
a. Application fee: 1 <sup>st</sup> time only, no charge for renewals	a. \$100.00
b. Inspection fee (includes inspection, report writing and travel time) per hour	b. \$86.00
8. General State Surcharge: ORS 455.210	As set by the State of Oregon

**G. Customized Permit Services****Table G-1: Phased Plan Review**

- ❖ Authorizes construction to begin on a portion or portions of a building before the construction documents for the whole building have been submitted.

Service Option	Fee
1. Phased Plan Review - In addition to: a. Standard plan review fees	\$250.00 application fee per phase, plus 10% of the total building permit fee not to exceed \$1,500.00 per phase

**Table G-2: Deferred Plans Submittal**

- ❖ Portions of a building design are allowed to be submitted separately.
- ❖ Does not apply to deferred permits.

Service Option	Fee
1. Deferred Plans Submittal - In addition to: a. The project plan review fee based on total project value	65% of the structural permit fee calculated using the value of the particular deferred portion, or portions of the project, with a minimum fee of \$150.00.

**H. Code Enforcement****Table H-1: Code Enforcement Fees****Blowing Dust**

1. Blowing Dust Control Plan	Plan Review: \$100.00	Refundable Deposit: \$300.00
2. Use of a City water truck and operator for the purpose of dust abatement	\$200.00 per hour with a 4-hour minimum	

**Abatement**

1. Administrative Overhead Abatement Processing fee	10% of the total abatement cost
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**I. Miscellaneous Fees****Table I-1: Miscellaneous Fees**

Description	Fee
1. Sewer Tap Inspection	\$50.00
2. Fees for moving buildings	\$10.00
3. Excavation permit fees	\$25.00 and shall be doubled if the start of construction occurs prior to application of the permit.
4. Copy Costs	See "Administration & General Fees" Section under "Prints & Public Records"
5. All Signs: Pole sign, canopy signs, and/or any other large sign structure	Permit fee based on valuation plan review- 65% of permit fee

**Building Department**

180 NE 2<sup>nd</sup> Street, Suite 211, Hermiston, OR 97838  
541-667-5025

## BUSINESS LICENSES

# Business Licenses

**Please Note:** All businesses operating inside of City limits require a Business License issued from the City of Hermiston as adopted in the Hermiston Code of Ordinances. Solicitors and Mobile Vendors have additional Licenses as described below.

## Business License – Effective 01/01/2025

Businesses WITH a Permanent Location WITHIN City Limits	
1. Base Fee – Includes 0-5 Full-Time Equivalent (FTE) Employees	1. \$85.00
2. 6-49 FTE Employees	2. Base Fee + \$15.00 per Employee over 5
3. 50+ FTE Employees	3. \$1,000.00
Businesses WITHOUT a Permanent Location WITHIN City Limits	
1. Base Fee- Includes 0-5 Full-Time Equivalent (FTE) Employees working in Hermiston	1. \$100.00
2. 6-49 FTE Employees working in Hermiston	2. Base Fee + \$20.00 per Employee over 5
3. 50+ FTE Employees working in Hermiston	3. \$1,200.00
Construction Projects	\$400.00 per Project
Trade Show and Carnivals	\$300.00

Late/Delinquent Payments: \$100.00 a month shall be added to the business license of any person doing business in the City for whom payment of a business license is delinquent.

## Liquor License

Liquor License, New	\$100.00
Liquor License, Annual Renewal, Special Events, & Temporary Sales	\$35.00
Liquor License, Change in: Ownership, Location, or Privilege	\$75.00

## Solicitors' License

Per License per Calendar Year (January 1 <sup>st</sup> – December 31 <sup>st</sup> )	\$25.00
--	---------

Mobile Vending License	Application and Renewal Fee
1. Type 1: 30-Day License for: Tent, pushcart, or similar conveyance of less than 100 sq ft	\$200.00*
2. Type 2: One-Year License for: Self-contained truck or trailer	\$700.00*
3. Type 3: Event License for: A temporary event lasting not more than 7 calendar days for a street fair, festival, carnival, or similar community event	\$50.00
4. Type 4: Lunch Truck License for: Operating from a self-contained truck or trailer and primarily serving on site workers with incidental sales to the general public	\$300.00*

**Please Note:** Fees are due at the time of application. If the license is not approved, \$100.00 will be retained for administrative costs. (\*) Indicates administrative fee charge retained.

## Food Pod

The Food Pod is contracted out by the City. For more information, contact the Parks and Recreation Department at: 541-667-5018 or at 415 S. Hwy 395, Hermiston, OR 97838

**Business, Liquor, & Solicitors' Licenses are processed at City Hall.**

180 NE 2<sup>nd</sup> Street, Hermiston, OR 97838

541-567-5521

**Mobile Vending Licenses are processed by the Planning Department**

180 NE 2<sup>nd</sup> Street, Suite 211, Hermiston, OR 97838

541-667-5010

## COMMUNITY CENTER

## Community Center

**Discounted Rates** for Non-Profit Organization may be provided.

### Great Room Rental (Large Meetings & Events)

Includes: Janitorial, Kitchen, Stage, Staff Support, and Tear Down.

	Current Fee's	2025 Fee's
1. 0-99 Guests	\$1,100.00	\$1,350.00
2. 100-250 Guests	\$1,475.00	\$1,725.00
3. 251-350 Guests	\$1,750.00	\$2,000.00
4. Set-Up- By Center Staff	\$450.00	\$500.00
5. Day Before Decorating (during business hours, M-F 8:00am-5:00pm)	\$250.00	\$400.00
6. Refundable Cleaning/Damage Deposit- Due to Hold Date	\$1,000.00	

### Security Guards and Insurance

**Security:** Security Guards may be required for event rental. The number of guard(s) are dependent on the numbers of guests and length of your event.

**Insurance:** Event Liability Insurance of \$1 million is required. (Cost varies from \$50.00 - \$200.00). \*Clients responsibility to obtain and show event center proof of insurance. \*

Small Meetings & Events	Staff Set Up	Half Day (4 hrs)	Full Day (8 hrs)
Includes: Janitorial, Set-Up/Tear down & Staff Support			
1. Board Room (20 guests max)	NA	\$100.00	\$175.00
2. Rotary/Altrusa Room (40 guests max)	\$75.00	\$175.00	\$300.00
3. Great Room (100 guests max)	\$150.00	\$375.00	\$500.00
4. Refundable Cleaning/Damage Deposit- Due to Hold Date	\$100.00		

### Additional Amenities

1. Coffee & Ice Water (30 guests)	\$35.00
2. Table Toppers	\$6.00 each
3. Napkins	\$0.50 each
4. Table Linens	\$6.00 each

**Please Note:** Fees in "Additional Amenities" are subject to change per vendor notice.

**Hermiston Community Center**  
415 S. Hwy 395, Hermiston, OR 97838  
541-667-5018

## COURT (MUNICIPAL)

## Court (Municipal)

**Prints & Public Records** (see Administrative & General Fees)**Municipal Court Reports** (Does not include other fees)

- |   |   |
|---|---|
| 1. Reports including discovery, except court appointments (regardless of page count or electronic format) | \$20.00 each- Flat Fee  |
| 2. All other Prints and Public Records Requests   | As established in "Administration & General Fees" under "Prints & Public Records" |

**Other Court Services**

- |  |  |
|--|--|
| 1. Marriage Ceremony (performed by Municipal Court Judge on site)  | \$75.00  |
| 2. Marriage Ceremony (performed by Municipal Court Judge off site) | \$100.00 + actual mileage costs<br>(as set in ORS 106.120(5))                |
| 3. Certification of Court Document                                 | \$2.00 for certification of each document<br>(in addition to printing costs) |

**Fees & Penalties**

- |  |   |
|--|---|
| 1. Payment Plan Fee/ Fee on cases not paid in full within 30 days of judgment. | Case Balance- \$0-280.00, fee of \$25.00<br>Case Balance- \$280.01+, fee of \$50.00<br>(If case is paid off within 12 months, the fee will be waived) |
| 2. Collection Agency Processing Fee  | Actual amount imposed by the collection agency  |
| 3. Returned Check  | (See Administration & General Fees)   |

**Jury Fees**

- |  |   |
|--|---|
| 1. Juror Attendance Fee * <i><b>Paid to Selected Jurors</b></i> * <sup>*</sup>     | Compensation and Mileage<br>(Rate applicable to appearances in justice court) |
| 2. Juror Attendance Fee * <i><b>Paid to Not-Selected Jurors</b></i> * <sup>*</sup> | Mileage Only<br>(Rate applicable to appearances in justice court)             |
| 3. Subpoenaed Witnesses Attendance Fee   | Compensation and Mileage<br>(Rate applicable to appearances in justice court) |
| 4. Mileage Fee (to and from place of residence)                                    | Rate applicable to appearances in justice court                               |

**Hermiston Municipal Court**

180 NE 2<sup>nd</sup> Street, Hermiston, OR 97838  
541-567-6610



## EASTERN OREGON TRADE &amp; EVENT CENTER (EOTEC)

# Eastern Oregon Trade & Event Center (EOTEC)

Please Note: All Rentals Include: Janitorial, Set-up & Tear Down (Tear Down includes putting away tables and chairs only)			
Great Room Rental (Large Meetings & Events)	Private/For Profit		Non-Profit
Booking Fee & Refundable Security Deposit (Cleaning-Damage)			
1. Booking Fee- Due to Hold Date a. Non-Refundable- If booking more than 6 months in advance	\$400.00		\$400.00
2. Security Deposit Non-Alcohol Event	\$500.00		\$200.00
3. Security Deposit With Alcohol Event	\$1,000.00		\$1,000.00
Great Room Use (Includes Lobby & Standard Stage)	Full Room	Half Room	
1. Monday- Thursday	\$2,750.00	\$1,850.00	\$1,600.00
2. Friday	\$3,000.00	\$1,850.00	\$2,000.00
3. Saturday	\$4,000.00	Not Available	\$3,000.00
4. Sunday	\$2,100.00	\$1,850.00	\$1,800.00
Kitchen Use			
1. Full	\$200.00		\$150.00
2. Fridge and Ice Maker Only	\$100.00		\$50.00
Day Before Decorating (If Available)			
1. 8:00am to 4:30pm	½ of total rent		½ of total rent
2. 5:00pm to 10:00pm	\$500.00		\$50.00 per hour
Meeting Room Rentals (Small Meetings & Events)	Private/For Profit		Non-Profit
Booking Fee & Refundable Security Deposit (Cleaning-Damage)			
1. Booking Fee- Due to Hold Date	\$50.00		\$50.00
2. Security Deposit Non-Alcohol Event	\$500.00		\$500.00
3. Security Deposit With Alcohol Event	\$1,000.00		\$1,000.00
Meeting Rooms (Includes Janitorial Services)			
1. Meeting Rooms 1 OR 2	\$225.00		\$200.00
2. Meeting Rooms 1 AND 2 (Combined)	\$425.00		\$400.00
3. Meeting Room 3	\$225.00		\$200.00
Staffing and Insurance			
1 staff member per 100 people- 5 hour minimum charge. Security requirements vary for different events	\$40.00 per hour per staff member		
Please Note: Event Liability Insurance of \$1 million is required. (Cost varies from \$50.00 - \$200.00). *Clients responsibility to obtain and show event center proof of insurance. *			
Additional Amenities			
1. Coffee (per pot, 25 cups)	\$25.00		
2. Table Toppers	\$3.00 each		
3. Napkins	\$0.50 each		

## EASTERN OREGON TRADE & EVENT CENTER (EOTEC)

4. Table Linens	\$7.00 each
5. Kegerator	\$100.00
6. A/V Equipment- Projector, Screen, Microphone, etc	\$30.00

**Please Note:** Fees in "Additional Amenities" are subject to change per vendor notice.

### Other Venues

1. Rodeo Arena	Contact EOTEC for Pricing
2. Barns	Contact EOTEC for Pricing
3. Outdoor Grounds	Contact EOTEC for Pricing

### EOTEC

1705 E. Airport Rd, Hermiston, OR 97838

541-289-9800

<https://eotechermiston.com/>

## FESTIVAL STREET

## Festival Street

**Festival Street-** Per day Rental 8:00am to 10:00pm

1. Festival Street use	\$400.00
2. Refundable Booking/Security Deposit- Due to hold event date	\$500.00

**Please Note:** Other fees may apply at a cost recovery basis. You will be held financially responsible for any damages, repairs or cleaning of the reserved areas resulting from your use.

**Miscellaneous Rentals**

1. Event Tent 78' x 40'	\$250.00 per event
2. Other Rentals & Amenities	As Established

**Reservations may be made through: Hermiston Community Center**

415 S. Hwy 395, Hermiston, OR 97838

541-667-5018

## FRANCHISES

## Franchises

Miscellaneous	
1. Application and Review Fee	\$350.00 Unless otherwise provided in franchise agreement
Registration Fee	
1. Telecommunications- One Time Only	\$50.00
Solid Waste	
1. Franchise Fee	3%
2. Billing and Collection Services	12%
Small Cell Wireless	
1. Annual Franchise Fee	\$270.00 for each Small Wireless Facility installed or maintained. Will increase 3% every January 1, beginning January 1, 2022.
2. Interest and Late Fees	Annual rate equal to the greater of 1% per month or the maximum rate allowed by law.
3. Additional Fees	As established
<b>All Grantees</b> must pay a franchise fee to the City through the duration of its franchise, as follows:	
<p>A. For all grantees, except as provided in paragraphs B and C, a fee of 5% of gross revenues paid quarterly, unless otherwise provided in the franchise agreement. Gross revenue is defined in Section 170.04.050 of the Hermiston Municipal Code.</p> <p>B. The franchise fee for a telecommunication utility shall equal 5% of its gross revenue on exchange access services earned within the boundaries of the City.</p> <p>C. For limited use telecommunications grantees, a minimum annual fee, payable in advance, of \$1,000.00 or \$1.00 per linear foot of right-of-way used, whichever sum is greater. This fee will increase annually in July of each year, by multiplying the fee by a fraction, the numerator of which is the CPI Index Figure for the month of March preceding the July in which the fee is to be increased and the denominator of which is the Base CPI Index Figure. As used in this section, "Index" refers to the All Urban Consumers (CPI-U), U.S. City Average, CPI Index published by the Bureau of Labor Statistics of the United States Department of Labor. "Base CPI Index Figure" will refer to the Index number indicated for the month of March, 1998, and the "CPI Index Figure" for any other month will refer to the Index number for that month.</p>	
<b>Please Note:</b> Beginning July 1, 2001, the fee will be \$1.00 per linear foot. This fee will increase annually by the CPI Index as set forth above. The base CPI will be January of 2001. A limited use telecommunication grantee is defined as one whose franchise limits the amount of linear feet the grantee may occupy, or one who has a franchise as of October, 1998, for the purpose of long-distance telecommunications.	
Right-of-Way Permit	
1. <b>Diminished Pavement Life Fee-</b> For any construction requiring pavement cuts or excavation within a public right-of-way.	The franchise applicant shall acquire a City of Hermiston permit {§94.37(A)} to utilize City right-of- way and meet all fee and construction standards as specified.
2. <b>Construction Permit Fee</b>	the applicant must pay a permit fee equal to \$500.00 or ¼ of one percent (.25%) of the estimated cost of constructing the telecommunications facilities, whichever is greater; unless otherwise provided in a franchise agreement, prior to issuance of a construction permit for construction within the public right-of-way.



## GARBAGE &amp; RECYCLING SERVICES

# Garbage & Recycling Services

## Miscellaneous Services & Fees

### FREE Yard Trimming Permits

Free residential yard trimming disposal permits are available, upon request, for residential customers in good standing and can be obtained at: City Hall, 180 NE 2<sup>nd</sup> Street, Hermiston.  
Permit is valid for two months from issuance date.

### Account Set-Up

See "Water Department"

## 1. Curbside Recycling (Required Service by the Oregon Legislature – Recycling Modernization Act)

### A. Residential 95-Gallon Cart

- |   |  |
|---|--|
| 1. Serviced every other week  | \$8.00 per cart per month                          |
| 2. Reduced Residential Rate – Serviced every other week:<br>For relief of those residents who are experiencing a financial hardship and meet income qualifications, see "Water Department" for more information and how to apply. | \$6.80 per month<br>Only one allowed at this rate. |

### B. Commercial 300-Gallon Rollcarts

- |                              |                            |
|------------------------------|----------------------------|
| 1. Serviced every other week | \$24.00 per cart per month |
| 2. Serviced every week       | \$48.00 per cart per month |

### C. FREE Recycling Centers located in Hermiston

1. 692 W Harper Road, near Theater Sports Park
2. 81144 N. HWY 395, at Sanitary Disposal

## 2. Mechanically Emptied Carts & Containers

### A. 35-Gallon Cart, Served Weekly

- |  |   |
|--|---|
| 1. Residential and Commercial Curb   | \$17.46 per month                                   |
| 2. Walk-in Charge  | \$9.19 per month                                    |
| 3. Reduced Residential Rate:<br>For relief of those residents who are experiencing a financial hardship and meet income qualifications, a Reduced Utility Rate Application may be obtained at City Hall for a reduced monthly charge calculated at 50 percent of the base rate of their water and sewer bill, as well as a monthly discount in garbage and recycling services. | \$14.38 per month<br>Only one allowed at this rate. |

### B. 90-Gallon Cart, Served Weekly

- |                     |                  |
|---------------------|------------------|
| 1. Residential Curb | \$29.05per month |
| 2. Commercial Curb  | \$35.71per month |
| 3. Walk-in Charge   | \$9.19 per month |

### C. Commercial Yard & Cardboard Containers

- |   |                       |
|---|-----------------------|
| 1. (1) 1.5- Yard Container (Service available Mon-Sat): |                       |
| a. Served once a week                                   | a. \$120.82 per month |
| b. Served twice a week                                  | b. \$228.73 per month |
| c. Served three times a week                            | c. \$336.64 per month |
| d. Served four times a week                             | d. \$444.55 per month |
| e. Served five times a week                             | e. \$552.38 per month |
| f. Served six times a week                              | f. \$660.37 per month |

## GARBAGE & RECYCLING SERVICES

- |  |   |
|--|---|
| <p>2. (1) 2- Yard Container (Service available Mon-Sat):</p> <ul style="list-style-type: none"> <li>a. Served once a week</li> <li>b. Served twice a week</li> <li>c. Served three times a week</li> <li>d. Served four times a week</li> <li>e. Served five times a week</li> <li>f. Served six times a week</li> </ul> | <ul style="list-style-type: none"> <li>a. \$157.08 per month</li> <li>b. \$298.64 per month</li> <li>c. \$440.19 per month</li> <li>d. \$581.75 per month</li> <li>e. \$723.29 per month</li> <li>f. \$864.85 per month</li> </ul>                              |
| <p>3. Cardboard Recycling Container:</p> <ul style="list-style-type: none"> <li>a. Serviced once a week               <ul style="list-style-type: none"> <li>i. Service up to 5 days a week Mon-Fri is available</li> </ul> </li> <li>b. Compactor Haul</li> <li>c. Demurrage per day after 7 days</li> </ul>            | <ul style="list-style-type: none"> <li>a. \$53.91 per month               <ul style="list-style-type: none"> <li>i. Add \$53.91 per month per each additional day of service</li> </ul> </li> <li>b. \$285.81 per month</li> <li>c. \$6.89 per month</li> </ul> |

### D. Regulations

1. 1.5- Yard container and larger containers must be placed on a hard level surface in a location that will prevent container run-away.
2. Containers placement must be easily accessible to truck and collector.
3. Cart placement must be at curb or roadside.

### 3. Dropbox

#### A. Service within 7-day period

- |   |   |
|---|---|
| 1. Prepayment: Required to reserve a dropbox and applied to first bill. | \$200.00  |
| 2. Delivery Fee   | \$63.39 for the first box   |
| 3. Weighing up to 5 tons  | \$89.54 haul fee plus \$8.97 per cubic yard or \$100.84 per ton, whichever is greater |
| 4. Weighing 5 tons or greater   | \$323.28 haul fee plus \$54.00 per ton  |
| 5. Demurrage charge per box after 7 <sup>th</sup> day                   | \$6.89 per day  |

#### B. Regulations

1. Dropboxes are priced and can be loaded-level full with a maximum weight of 10 tons.

### 4. Compacted Dropbox

#### A. Compactor on call

- |                                |   |
|--------------------------------|---|
| 1. Weighing up to 5 tons       | \$117.66 per hour haul fee plus \$8.97 per cubic yard or \$100.84 per ton, whichever is greater |
| 2. Weighing 5 tons and greater | \$351.41 haul fee plus \$54.00 per ton  |

#### B. Regulations

1. Maximum weight of 10 tons when full.

### 5. Fines & Penalties (not already listed above)

#### -Non-Payment Service Charge

\$20.00

#### Return Service (Did not set-out cart. Same day only.)

\$20.62

#### Overages/Extras

(Cart lid does not completely close, garbage is left outside of cart, or cart weighs more than the allowable amount)

[See Sanitary Disposal/Waste Connections Fees](#)

**Please Note:** Service shall be restored only upon full payment of account, including: any other costs or fines imposed by the City or Sanitary Disposal.

**All solid waste services, as specified in this section, are subcontracted to:**  
**Sanitary Disposal**

81144 N. Hwy 395, Hermiston, OR 97838  
 541-567-8842

## HARKENRIDER SENIOR CENTER

## Harkenrider Senior Center

**Discounted Rates** for Non-Profit Organization may be provided.

### Great Room Rental (Large Meetings & Events)

Includes: Janitorial, Staff Support, and Tear Down.

1.	0-99 Guests	
	a. Half Day (1-5 Hours)	a. \$300.00
	b. Full Day (6+ Hours)	b. \$500.00
2.	100-200 Guests	
	a. Half Day (1-5 Hours)	a. \$425.00
	b. Full Day (6+ Hours)	b. \$700.00
3.	Day Before Decorating- During business hours M-F 8:00am-5:00pm	\$250.00
4.	Set-Up- By Center Staff	\$450.00
5.	Refundable Cleaning/Damage Deposit- Due to Hold Date	\$100.00

### Security Guards and Insurance

**Security:** Security Guards may be required for event rental. The number of guard(s) are dependent on the numbers of guests and length of your event.

**Insurance:** Event Liability Insurance of \$1 million is required. (Cost varies from \$50.00 - \$200.00). \*Clients responsibility to obtain and show event center proof of insurance. \*

Small Meetings & Events	Staff Set Up	Half Day (1-5 Hours)	Full Day (6+ Hours)
Includes: Janitorial, Set-Up/Tear down & Staff Support			
1. Breakout Room (25 guests max)	NA	\$125.00	\$200.00
2. Refundable Cleaning/Damage Deposit- Due to Hold Date		\$50.00	

### Additional Amenities

1. Coffee & Ice Water (30 guests)	\$25.00
2. Table Toppers	\$6.00 each
3. Napkins	\$0.50 each
4. Table Linens	\$6.00 each

**Please Note:** Fees in "Additional Amenities" are subject to change per vendor notice.

Contact the **Parks and Recreation Department** at 415 S. Hwy 395, Hermiston, OR 97838 or at 541-667-5018 to reserve the Senior Center for your event during the following hours:  
Monday-Friday 3pm to 10pm  
Saturday & Sunday

Contact the **Senior Center Board** at 255 NE 2<sup>nd</sup> St., Hermiston, OR 97838 or at 541-567-3582 to reserve the Senior Center for your event during the following hours:  
Monday-Friday 8am to 3pm

HERMISTON ENERGY SERVICES (HES)

# Hermiston Energy Services (HES)

**Customer Service Policies, Rates, and Associated Fee Manual**

Last adopted/amended:	December 9, 2024 by Resolution No. 2349
-----------------------	---

**All electric services, as specified in this resolution, are contracted to:**

**Umatilla Electric Cooperative (UEC)**

750 W. Elm Ave, Hermiston, OR 97838

541-567-6414

<https://www.umatillaelectric.com/>



## LIBRARY

## Library

Library Card		
1. <b>Hermiston Resident:</b> Live in 97838 zip code	Free	
2. <b>Temporary:</b> If you live in the 97838 area and can provide acceptable identification	\$8.75 for three months	
3. <b>Non-Resident:</b> If you do not live in the 97838 area, or do not have acceptable identification	\$35.00 per year	
4. <b>Replacement Card:</b> lost or stolen	\$2.00	
<b>Inter-Library Loans (ILL) &amp; Sage Library System (SLS):</b> Patrons may place Inter-library Loan requests for items not found in the Hermiston Public Library. Patrons will be notified of the item(s) arrival and will have seven days to retrieve the item(s).		
1. <b>Requesting items from SLS-</b> Retrieved item(s)	Free	
2. <b>Searching Fee for Requesting items from ILL-</b> Payable at time of request & is non-refundable, regardless of loan success.	\$3.00 Other fees may apply from lending library	
3. <b>Requesting items from ILL and/or SLS-</b> Failed to retrieve item(s)	\$5.00, after first notice	
Research Services		
1. All research requests- For example: "Who was X building named after?"	As established in "Administration & General Fees" under "Processing Fees"	
2. Obituaries from Hermiston Herald a. Self Service b. Staff Completion	a. Free b. As established in "Administration & General Fees" under "Processing Fees"	
Fines & Collections		
1. <b>Overdue Late fees:</b> for Books, Audiobooks, Magazine, Videos/DVDs, High Demand Items:	\$0.20 per item per day \$5.00 Maximum fine per item	
2. <b>Overdue Late fees:</b> for special or temporary collections	Cost Varies	
3. <b>Collections:</b> Library accounts of \$50.00 or more in arrears, and are more than 60 days past due, will be turned over to collections.	As established in "Administration & General Fees" under "Fines & Penalties"	
Damaged Materials		
1. <b>Repair fee:</b> Items requiring less than one-hour of repair	Charged at \$5.00 per 15-minute increments \$5.00 minimum charge	
2. <b>Replacement fee:</b> Items requiring more than one-hour of repair	Actual Cost	
3. <b>Labels, Bar Codes &amp; Book Pockets:</b> Missing or damaged	\$1.00	
4. <b>Video/Audio Covers</b>	\$5.00	
5. <b>CD/Media Parts</b>	Actual Cost of missing or damaged part(s). When parts cannot be purchased individually, a replacement cost for the entire set will be charged.	
Room Rental for Small Meetings & Events		
Includes: Tables, Chairs, & Staff Support		
<b>Program Room</b> (73 guests max) Refundable Cleaning/Damage Deposit- Due to Hold Date	\$100.00	
Miscellaneous Services		
1. Printing & Copying – Self Service	\$0.10 per page for black and white	\$0.50 per page for color

## LIBRARY

2. USB Stick, Headphones, etc

Actual Cost

3. Other Misc. Items and Services

As Established

**Hermiston Public Library**235 E Gladys Ave, Hermiston, OR 97838  
541-567-2882

## PARKS AND RECREATION

## Parks and Recreation

Recreation Department		
Recreation Programs & Classes		
Volleyball, Football, Art, Archery, etc	As established per program	
Parks Department		
Park Rental		
EXCLUSIVE USE of entire park or portions of park.	Fees are established for a variety of services on a cost recovery basis which may include tables, garbage cans, staffing, lighting, and other costs to the City. This fee may be waived by the City Manager or designee if the reservation is in conjunction with a community-wide event	
Shelter Rental		
❖ Reservations from April 1 <sup>st</sup> – September 31 <sup>st</sup> .		
❖ Reservations are closed from October 1 <sup>st</sup> - March 31 <sup>st</sup> but can be used for free at a first-come first-serve basis. Tables from the Parks Department are not available to use/rent during these months.		
1. Weekday (M-TH) 4 Hour Rentals at ALL PARKS from: a. 10:00am-2:00pm or b. 3:00pm-7:00pm Includes the use of 4 tables	Resident \$50.00	Non-Resident \$75.00
2. Weekend (FRI-SUN) Rentals: a. 4 Hour Rental @ McKenzie, Hodge, Victory 1. 10:00am-2:00pm or 2. 3:00pm-7:00pm b. 3 Hour rental @ Butte Park Kiwanis Shelter & Rotary Shelter 1. 9:00am-12:00pm, 2. 1:00pm-4:00pm or 3. 5:00pm-8:00pm Includes the use of 4 tables	Resident \$65.00	Non-Resident \$90.00
Please Note: Other fees may apply at a cost recovery basis, include, but not limited to paying a Security Deposit. You will be held financially responsible for any damages, repairs or cleaning of the reserved areas resulting from your use.		
Miscellaneous Rentals		
1. Event Tent 78’ x 40’	\$250.00 per day	
2. Other Rentals & Amenities	As Established	
Parks and Recreation Department is located in the Community Center 415 S. Hwy 395, Hermiston, OR 97838 541-667-5018		

## PLANNING &amp; ZONING

# Planning & Zoning

Accessory Dwelling	
1. Permit- shall be charged upon application for a building permit for an accessory dwelling.	\$200.00
Compliance Reviews	
1. Civil Drawings	
a. 1-2 Reviews	a. \$500.00
b. 3+ Reviews	b. \$1,000.00 per review
2. Zoning Standards Permit Compliance Review	\$75.00
3. Development Agreement Legal Costs (to prep & review agreements)	\$200.00
4. Site Plan Review- New/Initial/Expansion	\$550.00
5. Final Plat Review	\$275.00
Land Use Actions	
1. Addressing Assignment, adding or changing	\$25.00
2. Annexation	\$900.00
3. Appeal of Planning Commission Decisions	\$700.00
4. Appeal of Planning Department Decision	\$250.00
5. Comprehensive Plan/Plan Map Amendment	\$1,500.00
6. Conditional Use	\$800.00
7. Land Partition, Minor	\$775.00
8. Planned Unit Development	\$1,500.00 + \$10.00 per lot
9. Property Line Adjustment	\$300.00
10. Public Right-of-Way Vacation	\$900.00
11. Subdivision/Land Partition, Major	\$1,250.00 + \$10.00 per lot
12. Subdivision- Replat	\$500.00 + \$10.00 per lot
13. Variance- Major	\$800.00
14. Variance- Minor	\$475.00
15. Zone Text Amendment	\$1,500.00
Miscellaneous Services	
1. Administrative Action- Includes requests such as: DMV certification, zoning confirmation, land use compatibility statement, or similar documentation	\$35.00 Research Fee's are as established in "Administration & General Fees" under "Processing Fees"
Planning Department	
180 NE 2 <sup>nd</sup> Street, Suite 211, Hermiston, OR 97838	
541-667-5010	



## POLICE DEPARTMENT

## Police Department

Law Enforcement -Effective 04/01/2024	
Law Enforcement Staffing Fee- Added to each utility bill (water, sewer, garbage).	\$5.00 per month
Violations (cannot exceed amount established by state law)	
1. False certification	Not more than \$1,000.00
2. Class A, B, C, & D Individual Violations	Maximums permitted by State Law
3. Class, A, B, C & D Corporation Violations	Double the maximum of Individual Violations
4. Towing and Impoundment	As established by Towing Company
Miscellaneous Services	
1. Fingerprinting (Livescan Prints only – No ink prints provided)	\$20.00
2. Bicycle Registration (Residents living within city limits only)	Free
Prints & Public Records	
<b>Please Note:</b> Requestors must pre-pay the estimated cost of request. If the actual charges are less than the pre-payment, then the over- payment shall be refunded.	
Documents & Photocopies (Does not include other fees)	
1. Black & White (up to 11x17)	Single: \$0.25 per page Double-Sided: \$0.50 per page
2. Color (up to 11x17)	Single: \$1.00 per page Double-Sided: \$2.00 per page
3. Black & White and Color (larger than 11x17)	Actual Cost
Media (Does not include other fees)	
1. DVD, CD or USB	Actual Cost
2. Audio & Video Recording, in addition to any other fees.	\$35.00 per hour- Minimum Charge
Police Investigation Reports	
1. Digital Copy- Includes: The initial report and supplemental reports completed at the time of request, along with color full-page photographs.	\$20.00
2. Printed Copy- Includes: The initial report, supplemental reports completed at the time of request, along with color photographs in gallery/thumbnail view.	\$20.00, plus \$1.00 per full-page color photos
Discovery	
1. Criminal Offense: Court Appointed Attorney	Free
2. Criminal Offense: Retained Attorney	\$20.00
3. Violation Offense: Digital Standard Packet	\$20.00
4. Violation Offense: Printed Standard Packet	\$20.00 with potential additional "Media" fees
Miscellaneous	
1. Police CAD (Computer Aided Dispatch) Incident report	\$20.00
2. Citation copy	\$5.00
3. Mugshot copy	\$5.00

## POLICE DEPARTMENT

4. Address/Name Record Check	\$20.00
5. Mailing Services	Actual Cost
<b>Records Request Processing Fees</b> (Does not include other fees)	
1. Lengthy Requests (request over 15 mins to complete) <ul style="list-style-type: none"> <li>Fee's charged at 15 min increments.</li> <li>Requests less than 15 mins to process may be waived, excluding serial requests.</li> </ul>	\$35.00 per hour
2. Attorney Fees	Actual Cost
<b>Hermiston Police Department, Bob Shannon Safety Center</b> 330 S. 1 <sup>st</sup> Street, Hermiston, OR 97838 541-567-5519 (Business) 541-966-3651 (Dispatch) 541-667-5148 (Anonymous Tip Line)	

## PUBLIC TRANSIT- TAXICAB &amp; BUS SERVICES

## Public Transit-Taxicab &amp; Bus Services

**Taxicab Services****Cab Fares**

- |                                     |                                   |
|-------------------------------------|-----------------------------------|
| 1. Senior and Disabled Taxi Tickets | \$3.00 per ticket                 |
| 2. General Public Taxicab Fares     | As established by taxicab company |

**WORC Program**

- |  |                            |
|--|----------------------------|
| 1. Hermiston City (live and work in City limits)                                   | \$30.00 (10 one-way trips) |
| 2. Hermiston Zip (live or work outside of City limits)                             | \$32.50 (10 one-way trips) |
| 3. Hermiston Plus (live and work outside of City limits but in Hermiston zip code) | \$57.50 (10 one-way trips) |
| 4. West-End (live and work in Stanfield or Umatilla)                               | \$90.00 (10 one-way trips) |

**Please Note: Senior & Disabled and WORC Program Participants must sign up and purchase tickets at Hermiston City Hall prior to receiving a ride.**

**Taxicab Company****Operating Certificate** (Charged at the time of application)

- |                                |          |
|--------------------------------|----------|
| 1. Application and Renewal Fee | \$50.00  |
| 2. Late Renewal Fee            | \$100.00 |

**Taxicab Drivers** (Charged at the time of application)

- |                            |         |
|----------------------------|---------|
| 1. Application/Renewal Fee | \$25.00 |
| 2. Late Renewal Fee        | \$50.00 |

**Bus Services**

- |  |      |
|--|------|
| 1. <b>HART</b> (Hermiston Area Regional Transit)<br>A fixed route within the city limits of Hermiston with several connections to the Hopper Bus | Free |
| 2. <b>Hopper</b><br>A fixed route with connections to: Pendleton, Umatilla, Irrigon, Stanfield, and Echo.  | Free |

**Taxicab Services are contracted to: Umatilla Cab Co.**

2430 N. 1<sup>st</sup> Street, Hermiston, OR 97838  
541-567-6055

**Bus Services are contracted to:****The Confederated Tribes of the Umatilla Indian Reservation, Kayak Public Transit**

46411 Timíne Way, Pendleton, OR 97801  
541-276-3165

<https://ctuir.org/>

## SEWER DEPARTMENT

# Sewer Department

## Account Set-Up (non-refundable)

See "Water Department"

Sewer Usage Calculations	Monthly Base Rate	Calculated Monthly Usage Rate (per 1,000 Gallons)
Rates Adjusted: March 1, 2025		
1. Residential	<del>\$41.89</del> \$42.87	<del>\$3.59</del> \$3.67
2. Commercial	<del>\$41.89</del> \$42.87	<del>\$3.59</del> \$3.67

## Please Note the Following:

### ❖ Sewer Annual Adjustment:

The Monthly Base Rate, and the Calculated Monthly Usage Rate, shall be adjusted each March 1, by an amount equal to the annual percentage change in the Engineering News-Record Construction Cost (20-City Average) Index averaged for the three preceding calendar years.

### ❖ Monthly Usage Calculation:

Calculated Monthly Usage shall be established each March based on the customer's average monthly winter water usage for the most recent December, January, and February time frame as established above in "Sewer Annual Adjustment".

### ❖ New Customers:

New customers who begin service between:

- February 1 and November 30- shall be billed at an assumed Monthly Usage of 5,000 gallons per month.
- December 1 and January 30- shall be billed at an assumed Monthly Usage of 5,000 gallons per month until a new Calculated Monthly Usage is established using the average of all full months of service received in December through February.

### ❖ Reduced Utility Rate:

For relief of those residents who are experiencing a financial hardship and meet income qualifications, see "Water Department" for more information and how to apply.

## Fines & Penalties

1. Late/Delinquent Payments	See "Water Department"
2. Disconnection/Reconnection (combined fee)	See "Water Department"

**Please Note:** Service shall be restored only upon full payment of account, including: any other costs incurred by the City and any fines imposed.

## Commercial Independent Discharge Users

- ❖ Commercial independent discharge users must operate and maintain independent wastewater disposal facilities which are currently licensed by the State of Oregon for the disposal of wastewater. During all times when approved and licensed wastewater facilities are operable, the rate for discharge to the public treatment works will be based on the actual metered flow of discharge.
- ❖ The metered users of the class will provide access to City personnel to read the meter in each billing period. They will also provide an annual calibration and certification of the metering device from an individual certified for such verification.

**Industrial Discharge Users:** Industrial Users are defined as any existing, or prospective, user of the sewer system who exceeds the Recycled Water Treatment Plant's design parameters for treating BOD, TSS, or Ammonia, by more than 50%.

- ❖ **Usage Rates:** Industrial Users shall pay the same Monthly Base Rate, and Calculated Monthly Usage Rate as identified for Residential and Commercial Users. However, Industrial Users' usage shall be metered monthly, and billed based on their monthly discharge year-round.
- ❖ **Surcharge Rates:** In addition to consumption rates, Industrial Users shall be charged the following surcharge rates.
  1. BOD: \$1.54/lb
  2. TSS: . \$1.65/lb
  3. Ammonia: \$1.68/lb

## SEWER DEPARTMENT

- ❖ **Sampling:** The Utility shall install a discharge meter for Industrial Users capable of taking samples throughout the month. Samples shall be taken up to 10 times per month and tested for the discharges which exceed the RWTP design parameters.
  - Currently- Sampled discharge amounts shall be averaged monthly. The sampled average shall be combined with the metered volumetric discharge to determine the customer's surcharge bill monthly.
  - Effective January 1, 2027- Sampled discharge amounts shall be analyzed to determine the peak event. The value for the peak event shall be combined with the metered volumetric discharge to determine the customer's surcharge bill monthly.

**Fats, Oils, & Grease (FOG) Users**

FOG Permit- Users who generate FOG, which has the potential to reach the City's sewer, must obtain a FOG Permit.	\$3.62 per month for all permitted FOG users.
---	---

**Vactor Use (Municipality use only, with prior authorization from City Manager or designee)**

Vactor use	\$410.00/hour with the addition of 2 operators at 1.5 hourly wage and full benefits package rate.
------------	---

**Waste Disposal at Plant**

1. Septic Tank & Portable Toilet Waste Disposal	\$0.29/gallon – Minimum of 100 gallons
2. Recreational Vehicles (RV)	Free

**Sewer (Recycled Water) Department**

2205 N. First Place, Hermiston, OR 97838

541-567-5272



## STREET DEPARTMENT

# Street Department

## Sidewalk & Driveway Permits

All sidewalk & driveway improvement permits	\$50.00
---	---------

## Street Excavation Permits

All right-of-Way Cut Permits:

- |   |   |
|---|---|
| 1. Less than 50 lineal feet, and less than 48" in width | 1. \$50.00  |
| 2. More than 50 lineal feet, and less than 48" in width | 2. \$50.00 plus \$1.00 per lineal foot  |
| 3. More than 50 lineal feet, and more than 48" in width | 3. \$50.00 plus \$1.00 per lineal foot and replace at least 8' of paving width with an approved paving machine. |

### Permit referenced above are processed by the Building Department

180 NE 2<sup>nd</sup> Street, Suite 211, Hermiston, OR 97838

541-667-5025

## Street Closures

### Street Closures for Private or Community Events

Required for the closing of any street within the City for the purpose of holding a celebration, block party, street dance, local special event, or other purposes when a temporary street closure is necessary.

- |   |   |
|---|---|
| 1. Application  | \$25.00 Non-Refundable<br>To be applied towards the approved permit fee.  |
| 2. Application, Expedited- If application is turned in less than 20-days prior to event | \$50.00 Non-Refundable<br>Will not be applied to the approved permit fee. |
| 3. Approved Permit with Barricades- Staff delivers and picks up                         | \$200.00 for first block<br>\$100.00 per additional block                 |

### Street Closures for Parades, Marches, and Processions

Required for any parade, march, or procession consisting of people, animals, vehicles or combinations thereof, upon any public street, sidewalk or alley, which affects their ordinary use.

### Parade Application

- |  |   |
|--|---|
| 1. Community Center to/from City Hall        | \$50.00 Non-Refundable<br>To be applied towards the approved permit fee.  |
| 2. Community Center to/from Community Center | \$50.00 Non-Refundable<br>To be applied towards the approved permit fee.  |
| 3. Non-Designated Route                      | \$300.00 Non-Refundable<br>To be applied towards the approved permit fee. |

### Parade Routes (As established in Section 71.01 of the Municipal Code)

- |  |                   |
|--|-------------------|
| 1. Community Center to/from City Hall          | \$1,500.00        |
| 2. Community Center to/from Community Center   | \$2,000.00        |
| 3. Non-Designated Route – Applicant delineated | 75% Cost Recovery |

### Street Closure Permits referenced above are processed City Hall

180 NE 2<sup>nd</sup> Street, Hermiston, OR 97838

541-567-5521

## SYSTEM DEVELOPMENT CHARGES &amp; CONNECTION PERMITS

# System Development Charges & Connection Permits

## A. System Development Charges (SDC's)

Fees are due and payable upon issuance of permit for connection

Alternative Calculations, Credit's, and Exemptions for SDC's may apply or be requested as set forth in Resolution No. 2191.

Please Note: ORS 223.304(8) allows for periodic adjustments in SDC rates. Therefore, the City shall adjust rates on or about January 1st of each year to account for expected changes in the Acquisition and Development Cost Adjustment as set forth in Resolution No. 2191.

**Table A-1: Water, Sewer, Parks, & Transportation SDC's**  
Please Note: Park SDC Fees are not applicable to Commercial Connections

Click the link below to view the last adopted/amended SDC Table.

[June 28, 2021 by Resolution No. 2191](#)

## Connection Permits Fees

There is a \$25.00 account set-up fee added to each meter installation. This charge is payable at the time of permit purchase. Additional charges may be due subject to water line installation assessment.

**Table B-1: Single Residential & Commercial Connection Permit Fees**

Meter Size	Water	Single Residential Sewer	Commercial Sewer
3/4"	\$900.00	\$275.00	\$300.00
1"	\$1,000.00	\$275.00	\$300.00
1 1/2"	\$2,100.00	\$275.00	\$300.00
2"	\$3,100.00	\$275.00	\$300.00
3"	\$4,700.00	\$275.00	\$300.00
4"	\$5,800.00	\$275.00	\$300.00

**Table B-2: Multi-Unit Sewer Connection Permit Fees**

- ❖ Water Connection fee depends on meter size as indicated in "Table B-1" above.
- ❖ Connection permits for assisted living facilities are based on number of living units.

No. of Units	Connection Fee	No. of Units	Connection Fee	No. of Units	Connection Fee
1	\$275.00	18	\$695.00	35	\$900.00
2	\$325.00	19	\$710.00	36	\$910.00
3	\$375.00	20	\$725.00	37	\$920.00
4	\$425.00	21	\$740.00	38	\$930.00
5	\$455.00	22	\$755.00	39	\$940.00
6	\$485.00	23	\$770.00	40	\$950.00

## SYSTEM DEVELOPMENT CHARGES &amp; CONNECTION PERMITS

7	\$515.00	24	\$785.00	41	\$960.00
8	\$545.00	25	\$800.00	42	\$970.00
9	\$560.00	26	\$810.00	43	\$980.00
10	\$575.00	27	\$820.00	44	\$990.00
11	\$590.00	28	\$830.00	45	\$1,000.00
12	\$605.00	29	\$840.00	46	\$1,010.00
13	\$620.00	30	\$850.00	47	\$1,020.00
14	\$635.00	31	\$860.00	48	\$1,030.00
15	\$650.00	32	\$870.00	49	\$1,040.00
16	\$665.00	33	\$880.00	50	\$1,050.00
17	\$680.00	34	\$890.00	51+	**See Below

\*\*Sewer Connection Permit Fee for more than 50 units is \$1,050.00 plus \$5.00 for each additional unit.

**Building Department**

180 NE 2<sup>nd</sup> Street, Suite 211, Hermiston, OR 97838

541-667-5025

## TRANSIENT ROOM TAX

# Transient Room Tax

**Imposed Tax:** Rent charged for the sale, service or furnishing of transient lodging defined in Ordinance No. 2236 passed 12/14/2015.

**Imposed Tax Exemptions:** Taxes shall not be charged to those listed under "Exemptions" in Ord 2236.

1. 1 to 6 consecutive days of occupancy by the same person	9% Effective 04/01/2024
2. 7 to 30 consecutive days of occupancy by the same person	2.5%
3. More than 30 consecutive days of occupancy by the same person, or rent paid for the entire month	None

**Please Note:** Taxes shall exclude the sale of any goods, services and commodities, other than the furnishing of rooms, accommodations, and parking space in recreational vehicle parks.

## Tourism Promotion Assessment Charge

### Hotels

1. 1 to 30 consecutive days of occupancy by the same person- through 12/31/2030	\$2.00 per night rented
2. More than 30 consecutive days of occupancy by the same person, or rent paid for the entire month- through 12/31/2030	None
3. 1 to 30 consecutive days of occupancy by the same person- effective 01/01/2031	\$1.00 per night rented
4. More than 30 consecutive days of occupancy by the same person, or rent paid for the entire month- effective 01/01/2031	None

### Recreational Vehicle Park

A. 1 to 30 consecutive days of occupancy by the same person	\$1.00 per space night rented
B. More than 30 consecutive days of occupancy by the same person, or rent paid for the entire month	None

**Collection of Transient Tax Funds-** Shall be paid by the transient to the transient tax collector at the time that rent is paid.

Collected Each Quarter	Collection Process
Less than \$100.00	None.
\$100.00 or more	The taxes and charges shall be filed with the Finance Director or designee.

### Delinquencies and Interest from Transient Tax Collector

A. <b>Original Delinquency-</b> Imposed on any transient tax collector who has not been granted an extension of time for remittance but pays prior to delinquency established	10% of tax & charges due, in addition to the amount of the tax and charges
B. <b>Continued Delinquency-</b> Imposed on any transient tax collector who has not been granted an extension of time for remittance and is more than 30-days past due	25% of tax & charges due, in addition to the amount of the tax and charges
C. <b>Fraud-</b> Nonpayment of any remittance due to fraud or intent to evade	25% of tax & charges due, in addition to subsections (A) or (B) of this section
D. <b>Interest-</b> In addition to the penalties imposed, any transient tax collector who fails to remit any tax or charge imposed when due	0.5% per month without prorations, exclusive of penalties, until paid

**Petition for waiver:** Any transient tax collector may petition the City Council for waiver and refund of the penalty or any portion thereof as established in Ord 2236.

## WATER DEPARTMENT

## Water Department

**Account Set-Up** (non-refundable)

For single or combined services of: Water, Sewer, Garbage & Recycling	\$30.00
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**Water Usage Calculations** (per 1,000 gallons)

Rates Adjusted: March 1, 2025

	Base Rate	0-15,000 Gallons	>15,000 Gallons
1. Residential	\$35.92\$36.76	\$0.60\$0.61	\$4.17\$4.27
2. Commercial	\$35.92\$36.76	\$0.60\$0.61	\$4.17\$4.27

**Please Note the Following:**❖ **Water Usage Annual Adjustment:**

The Monthly Base Rate, and the Water Usage Rate, shall be adjusted each March 1, by an amount equal to the annual percentage change in the Engineering News-Record Construction Cost (20-City Average) Index averaged for the three preceding calendar years.

❖ **Reduced Utility Rate:**

For relief of those residents who are experiencing a financial hardship and meet income qualification, a Reduced Utility Rate Application may be obtained at City Hall for a reduced monthly charge calculated at 50 percent of the base rate of their water and sewer bill, as well as a monthly discount of garbage and recycling services.

**Fines & Penalties**

1. <b>Late/Delinquent Payments:</b> All unpaid bills & charges for water, sewer & garbage services, not paid within 20 days of issuance of statement.	Additional 5% imposed on the gross combined billing
2. <b>Disconnection Fee:</b> Due to non-payment and/or failure to comply with water shortage emergency regulations	\$75.00
3. <b>Tampering Act:</b> For any unauthorized alteration or attempted alteration to: <ul style="list-style-type: none"> <li>• Reconnect services, once disconnected</li> <li>• Component(s) or locking mechanism</li> <li>• Other unauthorized access</li> </ul>	\$100.00 per occurrence, plus any additional charges for repairs or replacements due to damage(s)

**Please Note:** Service shall be restored only upon full payment of account, including: any other costs incurred by the City and any fines imposed.

**Miscellaneous Services**

Fire Hydrant Meter	\$1,650.00 Deposit	Double Water Rate. Charged Monthly.
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**View Water Usage – Eye On Water:** As part of our ongoing efforts to improve services to our customers, we offer direct access to view your water usage data. The **EyeOnWater** website and FREE App (available for Android and IOS users) have a variety of available tools to review and analyze your water use. With these tools you are able to view your hourly usage, easy to understand graphs and the ability to establish alerts – including identifying potential water leaks.



To get started go to <https://eyeonwater.com> or scan the QR Code on the right-hand side of this page. You will need your account number (excluding the decimal points), zip code and a valid email address.

**Water Department Services are located at City Hall**180 NE 2<sup>nd</sup> Street, Hermiston, OR 97838

541-567-5521





*Where Life is Sweet*

Mayor and Members of the City Council  
**STAFF REPORT**  
 For the Meeting of January 12, 2026

**Title/Subject**

Resolution No. 2402- Authorize Installation of Four Stop Signs.

**Summary and Background**

This resolution will authorize installation of four stops signs.

Installation of the following stop signs (Exhibit A) are in response to a citizen request through GOGov. City staff have inspected the area and agree with the citizen request for improved street safety.

- The first, going east bound on E. Cassen Court and the second, going west bound on E. Tamarack Avenue, both at the intersection of SE 8<sup>th</sup> Street.

Installation of the following stop signs (Exhibit B) are in response to increased traffic due to a new residential subdivision. Anderson Perry have examined the area and recommend installation.

- The first, going east bound on SE Columbia Drive and the second, going north bound on SE 10<sup>th</sup> Street, both areas intersecting each other.

**Tie-In to Council Goals**

Improve Safety & Transportation.

**Fiscal Information**

Negligible.

**Alternatives and Recommendation**

**Alternatives**

1. Approve Resolution No. 2402
2. Reject Resolution No. 2402
3. Table and request more information.

Recommended Action/Motion

Motion to approve Resolution No. 2402.

**Submitted By:**

Mark Morgan

**RESOLUTION NO. 2402****A RESOLUTION AUTHORIZING THE INSTALLATION OF STOP SIGNS**

WHEREAS, pursuant to HMC §70.03, the City Council exercises local traffic authority for the city; and

WHEREAS, it is expedient and necessary for the safety and welfare of the citizens of the City of Hermiston to install stop signs; now therefore:

**THE CITY OF HERMISTON RESOLVES AS FOLLOWS:**

1. That a stop sign be installed at the following locations:

<u>Street</u>	<u>Intersection(s)</u>	<u>Direction of Travel</u>
E Cassen Court	SE 8 <sup>th</sup> Street	East Bound
<u>Street</u>	<u>Intersection(s)</u>	<u>Direction of Travel</u>
E Tamarack Avenue	SE 8 <sup>th</sup> Street	West Bound
<u>Street</u>	<u>Intersection(s)</u>	<u>Direction of Travel</u>
SE Columbia Drive	SE 10 <sup>th</sup> Street	East Bound
<u>Street</u>	<u>Intersection(s)</u>	<u>Direction of Travel</u>
SE 10 <sup>th</sup> Street	SE Columbia Drive	North Bound

2. That this resolution is effective immediately upon its passage.

PASSED by the Common Council this 12<sup>th</sup> day of January 2026.

SIGNED by the Mayor this 12<sup>th</sup> day of January 2026.

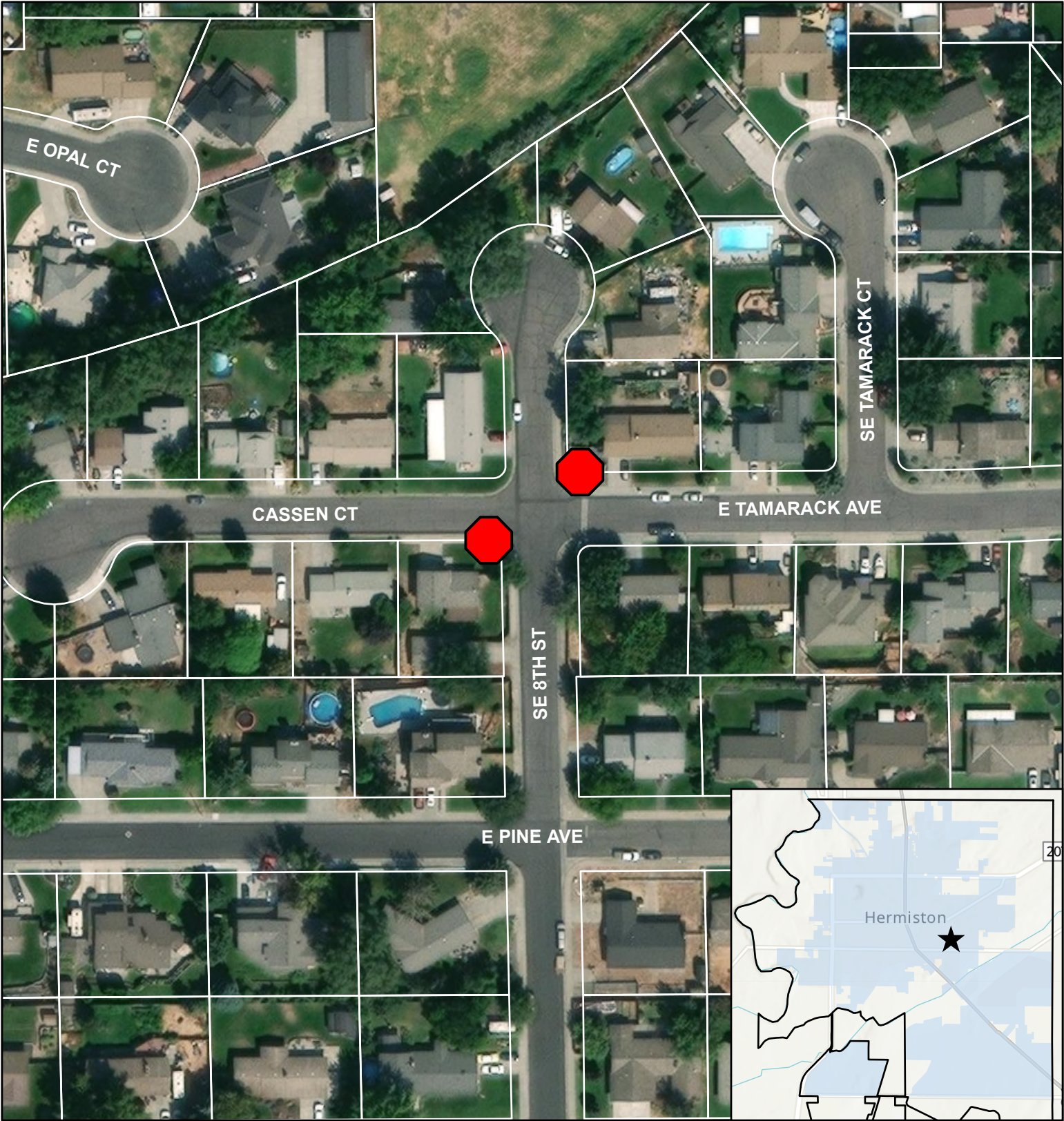
\_\_\_\_\_  
Doug Primmer, MAYOR

ATTEST:

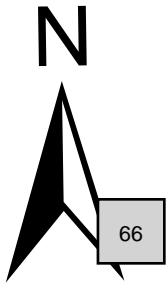
\_\_\_\_\_  
Lilly Alarcon-Strong, CMC, CITY RECORDER

# Resolution 2402 - SE 8th St

## Exhibit A



 New Stop Sign Installation



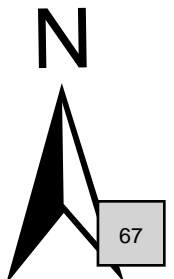


# Resolution 2402 - SE 10th St

## Exhibit B



 New Stop Sign Installation







*Where Life is Sweet*

Mayor and Members of the City Council  
**STAFF REPORT**  
 For the Meeting of January 12, 2026

**Title/Subject**

January 2026 Council Goal Update

**Summary and Background**

On January 23-24, 2025, the City Council met together with city staff in the City's annual goal setting session.

Attached is a table with each goal and a current status for each item. I will review in the meeting. This review is also in preparation for our 2026 annual goal setting on January 22-23, 2026.

**Tie-In to Council Goals**

Update on the goals themselves.

**Fiscal Information**

N/A

**Alternatives and Recommendation**

Informational Only

**Submitted By:**

Byron D. Smith

## Hermiston City Council Goals 2025

2040 Vision Goal Area	Focus Area	Action	Council Prioritization	Project Lead	Timeline (1-2 years, 3-4 years, 5+)	Status
Growing + Prosperous						
Hermiston is cultivating a vibrant community with a thriving economy, assortment of housing opportunities, high-quality education, and support services to preserve the small-town feel	Economic Development: Expand, strengthen, and diversify the local economy	1.1 Examine the expansion of the Urban Growth Boundary (UGB) for commercial and industrial lands	2	Planning/City Manager's Office	2 years	Completed!!!
		1.2 Evaluate retail business mix and pursue areas of need	8	Planning/City Manager's Office	2 years	Continuing to work with Retail Strategies to keep Hermiston in front of interested retailers.
	Transportation: Improve mobility and transportation	1.3 Complete Transportation System Plan Update (will include sidewalks)	5	Planning/City Manager's Office	1-2 years	Public outreach is underway. Process is moving forward as anticipated.
		1.4 Prioritize sidewalk installation supporting student/ pedestrian travel	6	City Manager's Office	1 year	Incorporated into upcoming work plans.
		1.5 Evaluate personal transportation options	9	City Manager's Office	1 year	Taxi company contract adjusted and awarded. City Ordinance adjusted to allow ride-sharing companies to operate within the City.
		1.6 Implement the grant for safe streets for all	7	Planning/City Manager's Office	1-2 years	The City was not awarded an implementation grant. Will continue to seek funding for implementation.
	Housing: Increase senior, workforce, and affordable housing, market rate rentals, and prevent people from becoming unhoused	1.7 Attract market-rate rental housing developments to increase middle housing inventory	1	Planning/City Manager's Office	1-2 years	Incentive plan approved and in place. Developer is finalizing their financing and anticipate construction 1st Quarter 2026.
		1.8 Study incentive options for market-rate rental housing	3	Planning/City Manager's Office	1-2 years	Ongoing
		1.9 Continue to fund infrastructure improvements to support new housing and enhance livability	4	Planning/City Manager's Office	Ongoing	Always looking for infrastructure projects and partnerships that will encourage development in the City.
	Safe + Healthy					
Hermiston ensures a healthy and safe environment for all through abundant recreation and wellness opportunities, high-quality health care, collaboration with community partners, and a healthy and attractive built environment	Wellness: a healthy community	2.1 Complete the feasibility analysis of the HAWC + determine next steps with partnerships and securing land	2	Parks and Recreation/City Manager's Office	1 year	Currently in Process
	Public Safety: Improve traffic safety and align public safety resources with community needs	2.2 Complete street light study	4	HES/Planning/City Manager's Office	1-2 years	Currently in Process
		2.3 Evaluate + address security of parks + trails	1	Parks and Recreation/City Manager's Office	1-2 years	Currently in Process
		2.4 Evaluate and possibly implement red light photo enforcements along Hwy 395	3	Police/City Attorney	1 year	ODOT approval has been granted. Development of an RFP for this service is being developed.

## Hermiston City Council Goals 2025

2040 Vision Goal Area	Focus Area	Action	Council Prioritization	Project Lead	Timeline (1-2 years, 3-4 years, 5+)	Status
Sustainable						
Hermiston responsibly plans and invests in community infrastructure and the built environment to support the critical needs of daily life and sustainable growth for the future	City Facilities: Public facilities that meet the community needs of today and the future	3.1 Conduct public engagement to identify use scenarios, evaluate all options, and finalize plan for Carnegie Building	8	City Manager's Office	1 -2 years	Outreach has been completed. Final report coming to council in Feb/March for council discussion.
		3.2 Complete Public Library renovation	3	City Manager/Library	1 -2 years	Construction Complete!
		3.3 Finalize water allocation for EOTEC	6	City Manager/EOTEC	1-2 years	New possibilities in process for permanent irrigation water.
		3.4 Reinitiate broadband infrastructure discussion	5	City Manager's Office	1 year	Initial RFP released for consideration of costs in both the Cities of Hermiston and Umatilla.
		3.5 Complete public safety center renovation	1	City Manager/Police	2 years	Under construction. Tentative reopening in March/April 2026.
	Fiscal: Maintain service levels, strengthen internal operations to support sustainability, accountability, and transparency	3.6 Evaluate use of Community TRT + harkenrider contribution	4	City Manager/Finance	1 year	Initial review completed with 2025 budget process.
		3.7 Develop five-year financial plan to support sustainable staffing and operations	2	City Manager/Finance	1-2 years	Currently in Process
		3.8 Evaluate new digital records management/ retention	7	City Manager's Office	1-2 years	Implentation options have been evaluated and temporary staffing is being sought.
Connected + Engaged						
Hermiston provides opportunities for strong social connections, celebrates diversity, and honors our historic and cultural heritage to foster a welcoming and inclusive community for all	Community Engagement: Improve engagement and connection with the community	4.1 Explore Expansion of engagement education partners to develop and implement youth engagement plan to increase understanding of and involvement with City	3	City Manager's Office	1 -2 years	Youth Advisory Committee has been enhanced and a two-day city government module was taught to all seniors at Hermiston High.
		4.2 Develop a communication and engagement plan identifying goals and metrics	1	City Manager's Office	1 year	RFP under development to solicit firms to develop this plan.
	Good governance: Evaluate core governing documents and processes	4.3 Conduct charter review	2	City Manager's Office	1 year	Multiple sessions with the Charter Review Committee have taken place. Working towards a possible November 2026 ballot placement
		4.4 Re-examine Council Committees, Boards + Advisory group structure	4	City Manager's Office	1 year	Process completed