



CITY COUNCIL & URBAN RENEWAL AGENCY

AGENDA

MONDAY, FEBRUARY 27, 2023

Where Life is Sweet

COUNCIL CHAMBERS - 180 NE 2ND ST.

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

Zoom with Meeting ID: 871 1311 2178 Passcode: 269333 Telephone number to join is: 1 253 215 8782; or submitting comments to meetings@hermiston.or.us

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

A. Industrial Lands Study Report & PATH Project Report

2. ADJOURN WORK SESSION MEETING

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

4. DECLARATION OF QUORUM

5. FLAG SALUTE

6. PROCLAMATIONS, PRESENTATIONS AND RECOGNITIONS

A. Presentation- Youth Advisors Introduction

7. CITIZEN INPUT ON NON-AGENDA ITEMS

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

8. CONSENT AGENDA

A. Hermiston Urban Renewal Agency (HURA) Annual Report

B. Committee Vacancy Announcements

C. Committee Re-Appointment Recommendations for the Planning Commission of Patrick Collins, position 4; Joshua Burns, position 5; and Dean Fialka, position 6-terms ending March 31, 2026

D. Minutes of the February 8th, 2023 Solid Waste Advisory Committee

- [E.](#) Minutes of the February 13, City Council Meeting
- [F.](#) Liquor License Application for "New Outlet" for Trina's Mexican Food located at 415 W. Hermiston Ave.
- [G.](#) Maintenance Agreement IGA with Oregon Department of Transportation for a newly installed Rectangular Rapid Flashing Beacon.

9. ITEMS REMOVED FROM CONSENT AGENDA

10. ORDINANCES AND RESOLUTIONS

- [A.](#) Resolution 2258- A resolution awarding a contract for the North 1st Place Improvements.
- [B.](#) Resolution 2259- Updating the Master Fee Schedule to adjust solid waste rates.
- [C.](#) Resolution 2260- Appointment of Municipal Judges Pro-tem

11. OTHER

- [A.](#) January 2023 Financial Report
- [B.](#) Accept the, "Hermiston Industrial Lands- Site Development Assessment Report."

12. 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 Enhancement, Community Accountability, Public Safety, Public Infrastructure, Transit Planning, EOTEC

- B.** Mayor's Report
- C.** Council Report
- D.** Youth Advisory Report
- E.** Manager's Report

13. ADJOURN CITY COUNCIL MEETING AND CONVENE URBAN RENEWAL AGENCY MEETING

14. CALL TO ORDER

15. NEW BUSINESS

- [A.](#) Revisions to the scoring criteria and award match for facade grants are proposed.

16. 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.



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
For the Meeting of February 27, 2023

Title/Subject

Hermiston Urban Renewal Agency (HURA) Annual Report

Summary and Background

The annual report of activity for the urban renewal district during the 2021-22 fiscal year has been prepared and is ready for filing. Under ORS 457, the annual report must be filed with the governing body of the city containing the urban renewal district each year.

ORS 457.460 requires all urban renewal districts to prepare an annual report of financial activities. This statutory requirement states that the report shall be submitted to the governing body of the municipality in which the district is located. The attached report details the revenue brought in and expended by the urban renewal agency from July 2021 to June 2022 and details the impact the district's tax collection had on all other taxing districts. Taxes collected by the district had negligible impact on all districts with the City of Hermiston forgoing the most revenue with 1.40% of total revenue foregone.

Tie-In to Council Goals

The urban renewal district is involved with projects directly relating to downtown revitalization. As of June 30, 2022, over \$1,800,695.09 had been spent on projects downtown.

Fiscal Information

There is no fiscal impact from accepting the report.

Alternatives and Recommendation

Alternatives

The city council may choose to accept the report for filing or reject the report.

Recommended Action/Motion

Staff recommends the city council accept the report for filing.

Motion to approve the report for filing.

Submitted By:

Clint Spencer

ANNUAL REPORT FOR FISCAL YEAR ENDING JUNE 30TH, 2022

2021/2022

Hermiston Urban Renewal Agency

This report fulfills the requirement, prescribed in ORS 457.460, for the filing of an annual report detailing the financial activity of an urban renewal area established in Oregon.

ANNUAL REPORT FOR FISCAL YEAR ENDING JUNE 30TH, 2022

HERMISTON URBAN RENEWAL AGENCY

Hermiston Urban Renewal Agency History

The Hermiston Urban Renewal Agency was formed by the City of Hermiston in 2013. The agency board is made up of the Mayor and City Council.

The urban renewal plan adopted on August 26, 2013 establishes the purpose of the urban renewal district as follows:

- Revitalize the City Center by alleviating conditions of blight and underinvestment
- Create public improvements including open space, community meeting space, and street improvements
- Encourage new public and private investment
- Increase the taxable value of property in the city
- Improve the utilization of land within specific areas of the community

The maximum indebtedness established for the Hermiston Urban Renewal Agency is \$4,000,000. This amount is the total amount of funds which can be spent on projects, programs, and administration in the urban renewal district over the life of the urban renewal plan. As of June 30th, 2022, \$1,800,695.09 had been spent on projects, \$45,141.41 had been spent on administration, and total indebtedness was \$1,190,000.

A full copy of the Hermiston Urban Renewal Plan and Report may be found on the City of Hermiston website located at: <https://www.hermiston.or.us/node/2421>

Projects

Two façade grants were paid in the 2021/2022 fiscal year.

1. Grant for exterior improvements at 379 E Main St
 - \$10,000 awarded in Jan 2022
2. Grant for exterior improvements at 149 E Main St
 - \$10,000 awarded in March of 2021

Administrative costs include public notice costs, recording fees, supplies, and loan repayments. Many of these administrative costs are one-time expenditures which are not repeated on an annual basis.

- Total cost of non-capital expenditures (including debt service) was \$109,461.92.

Financial Reporting

Pursuant to ORS 457.460, a detailed accounting of the financial activity related to urban renewal areas is required to be reported on an annual basis. The following financial information conforms to the requirements of this statute.

Money Received

In FY 2021/2022 the Umatilla County Assessor calculated that the Hermiston Urban Renewal Agency would receive \$297,499.76 from the division of taxes. The actual tax revenue received was \$291,688.77, a smaller amount due to compression, underpayments, and delinquencies.

A total of \$ 217,456 was on-hand on July 1, 2021, as cash forward from the 20/21 fiscal year.

Money Expended

Revenues received through tax collection and interagency loan were expended as shown in the table below.

Item	Urban Renewal General Fund
Beginning Fund Balance	\$217,456.00
Façade Grant Outlay	\$20,000
Festival Street	\$0
Wayfinding Signs	\$94,429.88
Parking Improvements	\$87,581.25
Loan Repayments	\$99,362.49
Administrative Outlay	\$10,099.43
Ending Fund Balance	\$157,875

Estimated Revenue

The estimated revenues for the 2022/2023 fiscal year are \$270,759 from current tax revenues.

Proposed Budget for 2022/2023 Fiscal Year

A budget listing the revenues to be received due to urban renewal tax increment collection, money to be spent, and what projects/expenses the money will fund is shown in the table below.

Item	2022/2023 Urban Renewal General Fund
Resources	
General Taxes	\$270,759
Delinquent Taxes	\$0
Cash Forward	\$374,903
<i>Total Resources</i>	<i>\$645,662</i>
Expenditures	
Facade Grants	\$50,000
Festival Street	\$5,000
SE 2 nd St Gateway	\$400,000
Wayfinding Signs	\$0
Non-Departmental	\$190,662
<i>Total Expenditures</i>	<i>\$645,662</i>

Impact on Taxing Districts

The revenues forgone by local taxing districts due to urban renewal are shown in the table below. This information is from the Umatilla County Department of Assessment and Taxation. The numbers are after truncation and compression losses.

Urban renewal agencies do not create additional tax. Instead during the agency's lifespan, overlapping taxing districts forgo a portion of their permanent rate. Once the urban renewal agency is terminated, the taxing jurisdictions receive the full permanent rate of taxes.

Taxing District	Revenue Forgone 2021/2022	Total Taxes Received 2021/2022	% of Total Taxes to UR
Umatilla County	\$46,895.93	\$21,036,694.65	0.22%
City of Hermiston	\$100,349.87	\$7,425,988.19	1.40%
School District #8 Hermiston	\$80,559.05	\$11,462,079.25	0.70%
Intermountain ESD	\$10,146.35	\$4,303,181.08	0.24%
BMCC	\$10,888.77	\$4,621,189.20	0.24%
Port of Umatilla	\$2,474.72	\$1,132,363.25	0.22%
Umatilla County Fire District 1	\$28,830.48	\$4,926,520.20	0.59%
County Radio District	\$2,722.19	\$1,162,385.58	0.23%
Cemetery District 8 Hermiston	\$1,519.98	\$229,208.06	0.66%
W Umatilla Mosquito Control	\$3,217.14	\$841,819.27	0.38%
Total	\$287,604.48	\$57,141,428.73	0.50%

Conclusion

In the eighth year of operation, the urban renewal district continues to have a minimal impact on other taxing districts. The total revenue foregone remains less than 1% of all revenue collected by all affected agencies, with the exception of the City of Hermiston which had 1.40% of total taxes foregone to the district. As the assessed value in the district increases as a result of improvement within the district, the overall impact will remain small for the foreseeable future.

Looking forward to the long-term health of the district, revenue continues to exceed the projects in the 2013 plan, typically exceeding planning assumptions by approximately 10%. This excess revenue bodes well for the district as all urban renewal planning utilized the most conservative growth projections and projects were generated using these conservative projections. Implementation of additional projects is planned for the 2023-24 year, potentially implementing the jump start loan project and increasing the maximum award amount of façade grants.



PUBLIC ANNOUNCEMENT

The City is accepting applications for the following Committees:

1) Faith-Based Advisory Committee

- Position 5: 3-year term ending December 31, 2025 (Advertised as of 11/02/2022)

2) Recreation Projects Fund Advisory Committee (Citizen at Large)

- Position 1: 3-year term ending December 31, 2025 (Advertised as of 11/02/2022)

3) Hispanic Advisory Committee

- Position 5: 3-year term ending June 30, 2025 (Advertised as of 04/19/2022)

4) Library Board

- Position 3: remaining 4-year term ending June 30, 2025 (Vacant as of 04/05/2021)

Deadline to apply for all Committees: Open Until Filled

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

Proposed appointment and confirmation of these positions are made by the City Council. All appointments to city boards and commissions shall be made in accordance with the ordinances and city charter. Appointees shall not be full-time employees of the city, shall not be elected officials of the city, shall not be appointed to more than two boards or commissions at a time, and shall not sell to the city or its boards and commissions over which the council has appointive powers and budget control either directly as a prime contractor or supplier, or indirectly as a first-tier subcontractor or supplier. Sales shall be construed to mean sales, services or fees aggregating \$7,500 or more in any one calendar year. Preference for appointees shall be given to city residents.

Assistant City Manager Mark Morgan called the meeting to order at 5:01pm. Councilors Peterson and McCarthy were in attendance, as well as Kevin Miracle, District Manager of Waste Connections dba Sanitary Disposal, Finance Director Mark Krawczyk, and City Recorder Lilly Alarcon-Strong.

Review Sanitary Disposal Rates

Mark M. and Kevin reviewed the rate adjustment requested by Sanitary Disposal (attached). Kevin stated the increase adjustment would cover costs of inflation for wages, new equipment, fuel, 4.4% increases at Finley Dump Station, and other items. The about 13% increase would come out to about \$1.50 to \$2.33 per customer per month and is needed to accommodate the needs of each community.

Kevin explained that when Waste Connections took over Sanitary Disposal a little over one-year ago, they invested a lot of money -more than they had planned- to update, give maintenance to, and replace machinery, as well as to keep knowledgeable staff in place. As an example, the lifespan of garbage trucks is about 10 years, however trucks were still being used that were 27 years old. These trucks were in unreliable and unsafe operating conditions. There were many times trucks would break down and drivers would need to be sent home as there were no backup trucks available and replacement parts were and continue to be difficult to obtain. Currently, each truck is about \$2.8 million, and although it's important to keep services at a low cost, safety and new technology are important too, therefore cameras have been added to all trucks for driver and property safety.

Mark K. spoke about the overall increase to do business due to covid and the extra work City Hall staff has been doing compared to a year ago.

Mark M. stated City Hall does all of the billing for Sanitary Disposal customers that live inside of city limits. Part of this agreement is that the city receives 11% of their gross revenues on top of the 2% franchise fee agreement, and costs associated with the Free Community Clean Up Event each year.

Committee Discussion and Recommendation to City Council

After reviewing and discussing the proposed adjustment, Mark M. stated the requested increase of about 13% is still lower than the US Consumer Price Index Increase. The last increase was February 2020. Sanitary Disposal rate adjustments usually run every 3 to 4 years, however this Committee will meet more frequently as recycling requirements begin to roll out as there will most likely be additional costs associated with implementing these requirements which will impact overall business costs.

Kevin stated costs adjustments for recycling are unknown at this point as what is expected/required is still unknown as well. However, current rates and the requested rate increase, are still lower than others in the area. Waste Connections evaluates their costs annually to make sure increases aren't exponential. Waste Connections cares about their staff and the community and donates to charities and organizations throughout the year, making sure local money stays in the community.

Councilors Peterson and McCarthy supported the need to present this information with the requested increase to the Council with a recommendation to support an adjustment to become effective April 1st, 2023 instead of March 1st, 2023 as customers will already be seeing a usage increase in their water and sewer bills in March.

Mark M. stated the proposed increase and effective date will be presented to Council at the February 27 meeting.

Adjourn

There were no other items of discussion and the meeting was adjourned at 5:40pm.

DRAFT

**Waste Connections of Oregon, Inc.
dba Sanitary Disposal
Proposed City of Hermiston Rates
Effective March 1, 2023**

SERVICE	CURRENT RATE	4.44%	15.26%	1.50%	TOTAL INCREASE	NEW RATE
		TOTAL LF INCREASE	BUSINESS INCREASE	FRANCHISE FEE		
RESIDENTIAL						
ROLLCARTS						
Weekly- 35 Gal Cart						
- (1) cart	\$11.20	\$0.08	\$1.40	\$0.02	\$1.50	\$12.70
- (1) cart Senior Rate	\$9.25	\$0.08	\$1.10	\$0.02	\$1.21	\$10.46
- (2) carts	\$22.40	\$0.17	\$2.80	\$0.04	\$3.01	\$25.41
- (3) carts	\$33.60	\$0.25	\$4.19	\$0.07	\$4.51	\$38.11
- Walk-In Charge	\$5.80	\$0.00	\$0.87	\$0.01	\$0.88	\$6.68
Weekly- 90 Gal Cart						
- (1) cart	\$18.80	\$0.22	\$2.08	\$0.03	\$2.33	\$21.13
- (2) carts	\$37.60	\$0.43	\$4.17	\$0.07	\$4.67	\$42.27
- (3) carts	\$56.40	\$0.65	\$6.25	\$0.10	\$7.00	\$63.40
- (4) carts	\$75.20	\$0.86	\$8.33	\$0.14	\$9.33	\$84.53
- Walk-In Charge	\$5.80	\$0.00	\$0.87	\$0.01	\$0.88	\$6.68
COMMERCIAL						
ROLLCARTS						
Weekly- 35 Gal Cart						
- (1) cart	\$11.20	\$0.08	\$1.40	\$0.02	\$1.50	\$12.70
- (2) carts	\$22.40	\$0.17	\$2.80	\$0.04	\$3.01	\$25.41
- (3) carts	\$33.60	\$0.25	\$4.19	\$0.07	\$4.51	\$38.11
- Walk-In Charge	\$5.80	\$0.00	\$0.87	\$0.01	\$0.88	\$6.68
Weekly- 90 Gal Cart						
- (1) cart	\$23.00	\$0.22	\$2.71	\$0.04	\$2.97	\$25.97
- (2) carts	\$46.00	\$0.43	\$5.43	\$0.09	\$5.95	\$51.95
- (3) carts	\$69.00	\$0.65	\$8.14	\$0.13	\$8.92	\$77.92
- (4) carts	\$92.00	\$0.86	\$10.86	\$0.18	\$11.89	\$103.89
CONTAINERS						
(1) 1 1/2 Yd Container						
- Once a week	\$77.50	\$0.58	\$9.63	\$0.15	\$10.37	\$87.87
- Twice a week	\$146.85	\$1.17	\$18.04	\$0.29	\$19.50	\$166.35
- Three times a week	\$216.20	\$1.75	\$26.45	\$0.42	\$28.63	\$244.83
(2) 1 1/2 Yd Containers						
- Once a week	\$155.00	\$1.17	\$19.27	\$0.31	\$20.74	\$175.74
- Twice a week	\$293.70	\$2.34	\$36.09	\$0.58	\$39.00	\$332.70
- Three times a week	\$432.40	\$3.50	\$52.91	\$0.85	\$57.26	\$489.66
(3) 1 1/2 Yd Containers						
- Once a week	\$232.50	\$1.75	\$28.90	\$0.46	\$31.12	\$263.62
- Twice a week	\$440.55	\$3.50	\$54.13	\$0.86	\$58.50	\$499.05
- Three times a week	\$648.60	\$5.26	\$79.36	\$1.27	\$85.89	\$734.49

(1) 2 Yd Container							
- Once a week	\$100.80	\$0.78	\$12.47	\$0.20	\$13.44	\$114.24	
- Twice a week	\$191.80	\$1.56	\$23.46	\$0.38	\$25.39	\$217.19	
- Three times a week	\$282.80	\$2.34	\$34.45	\$0.55	\$37.34	\$320.14	
 (2) 2 Yd Containers							
- Once a week	\$201.60	\$1.56	\$24.93	\$0.40	\$26.89	\$228.49	
- Twice a week	\$383.60	\$3.11	\$46.92	\$0.75	\$50.78	\$434.38	
- Three times a week	\$565.60	\$4.67	\$68.90	\$1.10	\$74.68	\$640.28	
 (3) 2 Yd Containers							
- Once a week	\$302.40	\$2.34	\$37.40	\$0.60	\$40.33	\$342.73	
- Twice a week	\$604.80	\$4.67	\$74.79	\$1.19	\$80.66	\$685.46	
- Three times a week	\$848.40	\$7.01	\$103.35	\$1.66	\$112.02	\$960.42	

RECYCLING CONTAINERS

- (1) Recycling Container Once/wk	\$10.80	\$0.00	\$1.62	\$0.02	\$1.65	\$12.45	
- Recycling Compactor Haul	\$180.35	\$0.00	\$27.10	\$0.41	\$27.51	\$207.86	
 - Demurrage per day after 7 days	\$4.35	\$0.00	\$0.65	\$0.01	\$0.66	\$5.01	

DROP BOXES

- Delivery Fee	\$40.00	\$0.00	\$6.01	\$0.09	\$6.10	\$46.10	
- Haul Fee (Up to 5 Tons)	\$56.50	\$0.00	\$8.49	\$0.13	\$8.62	\$65.12	
- Disposal Fee (Whichever is Greater)							
- Per Cubic Yard	\$6.00	\$0.17	\$0.35	\$0.01	\$0.52	\$6.52	
- Per Ton	\$66.00	\$1.16	\$6.07	\$0.11	\$7.34	\$73.34	
 - Haul Fee (Greater Than 5 Tons)	\$221.75	\$0.00	\$33.32	\$0.50	\$33.82	\$255.57	
- Disposal Fee (Per Ton)	\$36.50	\$1.16	\$1.57	\$0.04	\$2.77	\$39.27	
 - Demurrage per day after 7 days	\$4.35	\$0.00	\$0.65	\$0.01	\$0.66	\$5.01	

COMPACTORS

Compacted dropboxes							
- Haul Fee (Up to 5 Tons, Per Hour)	\$74.25	\$0.00	\$11.16	\$0.17	\$11.32	\$85.57	
- Disposal Fee (Whichever is Greater)							
- Per Cubic Yard	\$6.00	\$0.17	\$0.35	\$0.01	\$0.52	\$6.52	
- Per Ton	\$66.00	\$1.16	\$6.07	\$0.11	\$7.34	\$73.34	
 - Haul Fee (Greater Than 5 Tons)	\$221.75	\$0.00	\$33.32	\$0.50	\$33.82	\$255.57	
- Disposal Fee (Per Ton)	\$36.50	\$1.16	\$1.57	\$0.04	\$2.77	\$39.27	



CITY COUNCIL

Regular Meeting Minutes February 13, 2023

Mayor Drotzmann called the regular meeting to order at 7:00pm. Present were Councilors Hardin, Peterson, Primmer, Myers, Barron, Linton, and McCarthy. Councilor Duron was excused. Staff in attendance included: City Manager Byron D. Smith, Assistant City Manager Mark Morgan, City Attorney Rich Tovey, Chief Edmiston, Planning Director Clint Spencer, Finance Director Mark Krawczyk, Court Administrator Jillian Viles, Parks and Recreation Director Brandon Artz, and City Recorder Lilly Alarcon-Strong. The pledge of allegiance was given.

City Manager Smith announced there would be a change in the agenda as Ordinance No. 2345 would not be presented at tonight's meeting.

Presentation- Hermiston Historical and Cultural Society- Museum Information

Hermiston Historical and Cultural Society Members Dennis Doherty and Steve Meyers, and Library Director Mark Rose presented information (attached) regarding possibly using the Historic Carnegie Building as the future home of the Hermiston Museum of Culture & History.

Mayor Drotzmann thanked those present from the Historical and Cultural Society and stated that the City is in talks about the future of the Carnegie Building and will use this information when discussing the buildings possibilities moving forward.

Citizen Input on Non-Agenda Items

Carol Boggs, 81445 Ott Road; Robin Barker, 645 E Sunset Dr; Sadie Schneider, 125 NW 4th St; and Lydia Tefft (via email)- spoke regarding the need for an Animal Control Officer, the increase of cats and dogs running at large and the safety issues that arise from dogs at large, the lack of accountability from pet owners, and the need for the City to help with this issue.

Virginia Rome, Hermiston- thanked all those who participated in the MLK event at City Hall and asked why the City is implementing another utility rate increase since we just recently had one.

City Manager Smith and Mayor Drotzmann explained that rates will be adjusted annually so the City does not fall behind in costs associated with infrastructure maintenance in order to provide safe utility services. The City does not make a profit off of these increases and discounts are provided to low income individuals and families who qualify. The public is encouraged to attend Public Infrastructure Meetings to learn more about these issues.

Consent Agenda Items

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

- A. Committee Vacancy Announcements
- B. Minutes of the January 23, 2023 Regular City Council Meeting
- C. Minutes of the February 2 & 3, 2023 Goal Setting Session Meetings

Motion carried unanimously.



CITY COUNCIL

Regular Meeting Minutes February 13, 2023

Resolution No. 2255- Amending AWS LTREZ Agreement and Superseding Resolution 2239

Assistant City Manager Morgan gave information regarding the two proposed amendments from AWS.

After some discussion, Councilor Barron moved and Councilor McCarthy seconded to adopt Resolution No. 2255 and lay upon the record. Councilors Hardin, Peterson, Primmer, Barron, Myers, and McCarthy voted in favor; Councilor Linton voted against. Motion carried 6-1.

Resolution No. 2256- Amending AWS LTREZ Agreement and Superseding Resolution 2240

Assistant City Manager Morgan stated this resolution would mimic Resolution No. 2255 as presented earlier in the meeting.

After some discussion, Councilor Myers moved and Councilor Hardin seconded to adopt Resolution No. 2256 and lay upon the record. Councilors Hardin, Peterson, Primmer, Barron, Myers, and McCarthy voted in favor; Councilor Linton voted against. Motion carried 6-1.

Resolution No. 2257- IGA with Oregon Trail Library District (OTLD) for IT Services

City Manager Smith stated if approved, the agreement would allow the City to provide IT Services to OTLD.

After some discussion, Councilor Primmer moved and Councilor Myers seconded to adopt Resolution No. 2257 and lay upon the record. Motion carried unanimously.

2nd Quarter TY2023 Investment Report

Councilor McCarthy moved and Councilor Primmer seconded to accept the 2nd Quarter Investment Report as presented by Finance Director Mark Krawczyk. Motion carried unanimously.

Eastern Oregon Trade and Event Center (EOTEC) Branding Research

City Manager Smith presented information regarding the branding research conducted by Focal Point Marketing Group and asked that the Council consider a decision that would help EOTEC be more successful based on the information obtained from stakeholder interviews and public surveys as displayed in the staff report.

Public Comment

Josh Roberts, Hermiston- Stated he believes the current names captures that the event center is a regional facility as funds from the County were also used to build Eastern Oregon Trade and Event Center. It's a good representation of the region and not just of the City.

After some discussion, Councilor McCarthy moved and Councilor Barron seconded to direct staff to move forward with rebranding and renaming EOTEC. Councilors Barron and McCarthy voted in favor; Councilors Hardin, Peterson, Myers, Linton, and Primmer voted against. Motion failed 5-2.

Councilor Barron moved and Councilor McCarthy seconded to direct staff to move forward with rebranding EOTEC. Councilors Hardin, Barron, Myers, and McCarthy voted in favor; Councilors Peterson, Primmer, and Linton voted against. Motion carried 4-3.



Where Life is Sweet

CITY COUNCIL

Regular Meeting Minutes
February 13, 2023

Committee Reports

Solid Waste Advisory Committee- Councilor McCarthy spoke regarding the recent meeting the Committee had to discuss a rate adjustment. This adjustment is not related to the recycling requirements that will be implemented.

Parks and Recreation Committee- Parks and Recreation Director Brandon Artz spoke regarding the Legacy Park Community meeting to help design the park. The final results and recommendation will come before the City Council for their decision on what should be implemented in the new park.

Stepping Stones Alliance (not a city committee)- Mayor Drotzmann stated Stepping Stones has hired a new Executive Director and Navigation Director. There have been development and facility delays, as well as a need to find a new temporary sleep center location. The community is encouraged to volunteer their time and/or help provide food if they are able.

Mayors Report

Mayor Drotzmann spoke regarding:

- Thanked all those who participated in the Goal Setting Sessions
- Mayors' participation in the State Senate Finance and Revenue Committee
- Union Pacific Railroad is hiring with great sign-on bonuses and wages

Council Reports

Councilor Primmer encourage the public to see Newsies, a HHS play, stating the youth did a fantastic job!

Councilor Linton stated she participated in City Day at the Capitol and was impressed of how well Mayor Drotzmann represents the City. And participated in a ride-a-long with Patrol Corporal Erica Sandoval stating Corporal Sandoval does a great job of deescalating situations, however she is still concerned as the department is short staffed and needs additional officers.

Councilor Barron agreed with Councilor Linton's sentiments about how well Mayor Drotzmann does representing the City.

Youth Advisory Report

Elizabeth Doherty stated many successful students participated in Districts, Regionals, and State level meets for sporting and other activities. The High School will also be holding its first Sadie Hawkins dance in about four years.

City Manager's Report

City Manager Smith spoke regarding:

- His new role as Rotary President

The Council congratulated him on this new role.

Recess for Executive Session

At 9:00pm Mayor Drotzmann announced the City Council of the City of Hermiston will now meet in Executive Session in the Executive Session Room for the purpose of discussing matters pertaining to negotiating real property transaction. The Executive Session is held pursuant ORS 192.660 (2) (e) which allows the Council to



Where Life is Sweet

CITY COUNCIL

Regular Meeting Minutes February 13, 2023

meet in Executive Session to conduct deliberations with persons designated by the Council to negotiate real property transactions.

Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are excluded. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No final decision may be made in executive session. At the end of the executive session, the council will return to open session which the audience may attend. The executive session will last approximately 10 mins.

Reconvene and Adjournment

Mayor Drotzmann reconvened and adjourned the City Council meeting at 9:23pm as there was no other City business.

SIGNED:

Dr. David Drotzmann, Mayor

ATTEST:

Lilly Alarcon-Strong, CMC, City Recorder

DRAFT

Lilly Alarcon-Strong

From: City of Hermiston Meetings
Sent: Monday, February 13, 2023 7:06 PM
To: Byron Smith; David Drotzmann; Doug Primmer; Jackie Myers; Lilly Alarcon-Strong; Maria Duron; Mark Morgan; Nancy Peterson; Rich Tovey; Rodney Hardin; Roy Barron; David McCarthy; Jackie Linton; Rich Tovey
Subject: Fw: Plea for Animal Control.- Public Comment

Public Comment

From: Lydia Tefft <lydia.tefft@gmail.com>
Sent: Monday, February 13, 2023 6:17 PM
To: City of Hermiston Meetings
Subject: Plea for Animal Control.

STOP and VERIFY This message came from outside of the City of Hermiston

Although I am unable to come to the meeting tonight due to lack of child care, I wanted to send an email so at least I could let someone know how hard it's been.

I have no idea who will read this email or if anyone will. But here it goes.

My family and I moved here a little under 2 years ago. Although I was born and raised in Athena, Oregon, I have traveled a lot and lived many places around the US. Traveled to many countries.

Hermiston is the first town that I fear walking down the street in my neighborhood. I am a homeowner and for the most part my neighbors are lovely people. However, just on my street there are four dogs that are allowed to run at large all too often. Being new here, I wasn't sure who to talk to about the situation, I was informed by a member of the community that I should reach out to the police.

I have made three separate calls for dogs chasing, attempting to bite me and my child, as well as coming into my own garage and trying to attack my husband..... I have yet to see any consequence for these pet owners.

This is a quote from one of my neighbors " The cops are always bringing my dogs back but at least I never get fined." Why is that?

Irresponsible pet owners & lack of consequences for dogs at large have made it so that I no longer can walk in my neighborhood. The fear is so great that I have to load up my son and my own dog and travel to a safer area just to be able to walk.

There was another incident that I experienced where a dog actually jumped its own fence to attack us, who did I call for help?? Nobody.

This was after i had already called three times and at that point I'm just a nuisance because I know there will be nothing done. There will be no help for me.

When will something be done? When my dog is killed? When my child is attacked? When my child is killed? Is that what it's going to take for somebody to PAY ATTENTION?

I'm not pointing the fingers at anyone but the irresponsible pet owners that allow this to happen. But I do believe that their actions should have a consequence! Last time I checked "dogs at large" was fineable. So why don't they proceed with that.? Why are the dogs safely taken back to their owners with no repercussions? Why are leash laws not enforced?

Although this email will probably fall on deaf ears and nothing will come of it, I feel as it is my only option at this point. The police force has many other jobs and taking care of all animal calls, shouldn't be part of it. They have a hard job, pesky animal calls only make it harder for them.

My PLEA is that there would be harsher consequences for repeat offenders for dogs at large. Possibly an animal control officer as well. I want to be safe in my own neighborhood!

If you've read this email in it's entirety, I thank you.

Best regards,
Lydia Tefft- A very defeated mother & pet owner

Hermiston Historical and Cultural Society

Formed in Summer 2022 as a 501 (c) (3) organization, one of Oregon’s arts, heritage and humanities nonprofits. Contact us at info@hermistonmuseum.org

Objective

To establish a center for Hermiston culture and history at the Carnegie Building, including the preservation and restoration of this historic landmark.

Vision

To collect, preserve and present history and culture specific to the Hermiston area; connecting people to the past and the future by creating inspirational learning opportunities for all ages.

Steering Committee (All have Hermiston connections; not inclusive of all who have assisted)

- PRESIDENT – Anne Doherty
- SECRETARY – Lavon Starr Meyers
- TREASURER – Jacob Zumwalt
- Mark Rose, city liaison
- Steve Meyers, outreach
- Karen Bounds
- Hillary Bounds
- Roger Bounds
- Ben Doherty
- Dennis Doherty
- Carlisle Harrison
- Margaret Saylor
- Adelaide Zumwalt

Initial Phases of Museum Formation

Project Coordinations

- Organizations in Umatilla and Morrow counties (e.g., museums at Umatilla, Echo, Boardman, Pendleton and Mission).
- Oregon Cultural Trust and Oregon Museum Association; other museum-specific resources.
- Interested community individuals, families and organizations
- City of Hermiston
- Others, as progress is made

Initial Committees

- **Acquisition/Curation** – Develops plans and policies for acquisitions. Develops and maintains exhibits and collections, conducts research and interpretation to provide an educational experience for visitors reflecting the museum’s vision.
- **Membership** – Develops initial “Founding Membership” plan. Coordinates with Finance Committee on financial considerations.

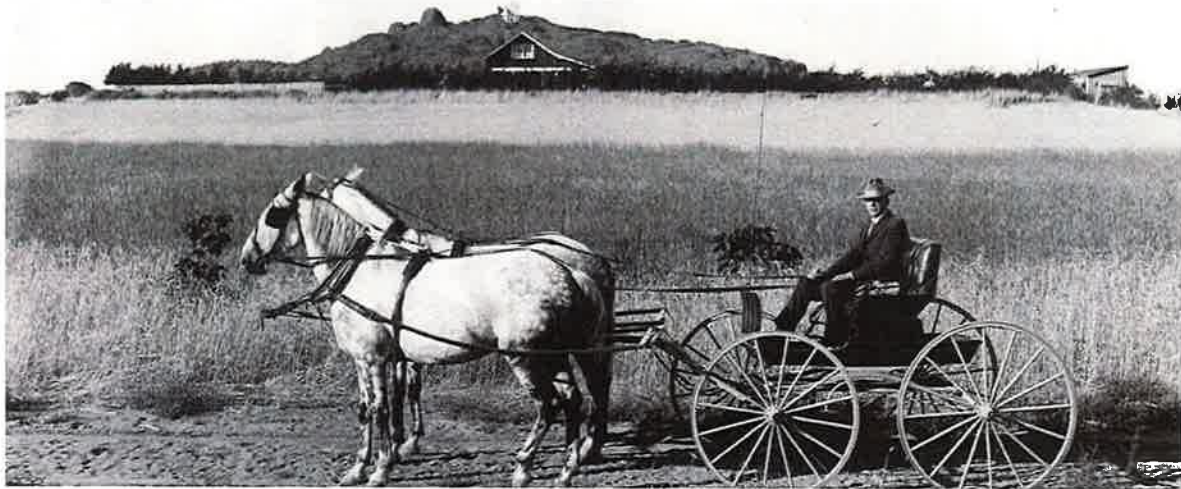
- **Finance** – Sets standards and policies for general business operations. Oversees contributions, grants and fundraising activities. Includes administration, accounting, information systems, records and reporting.
- **Partnership/Liaison** – Initiates coordination protocols with other like-minded organizations (private, public local, regional, etc.). Identifies legal, policy, practical and experience matters to our mission.
- **Publicity** – Provides information and outreach to the community at large.

Initial Museum Content



The focus of this museum will be developed by the Board when other matters are resolved (e.g., siting, financing, public input, etc.) Conceptually, an initial phase of the museum’s content could include information panels, displays and oral histories focused on the following topics:

1. **Prehistory** – Missoula floods and regional geology
2. **Tribal Traditions** – The history and culture of the peoples who have lived on the land for more than 10,000 years.
3. **Pioneer and Early Trails** – The Lewis and Clark Trail and Oregon Trail each cut a path through the Hermiston area.
4. **Early Hermiston** – Settling Hermiston; with the establishment of Bureau of Reclamation’s Hermiston irrigation project as one of the first in the West.
5. **The Carnegie Building** – Granted in 1915, a building paid for by steel magnate Andrew Carnegie served as Hermiston’s city library until 1989.
6. **Coming of Ordnance** – In the months preceding World War II, 7,000 workers descended on a town of 800 to build an Army ammunition depot.
7. **McNary Dam** – With construction beginning in 1947, the dam today provides for navigation, hydroelectric power, recreation, wildlife habitat and irrigation.
8. **The Irrigated Agriculture Revolution** – The establishment of center pivot irrigation and coming of Lamb Weston triggered a multi-billion industry in Hermiston-Boardman area.
9. **Multi-Cultural Influences** – From early settlers to the multi-cultural community of today, the populations that have influenced our history and contemporary life.
10. **Hermiston Today** – The expansion of data centers, transportation, irrigated agriculture and other investments influence and enrich a growing community.



Exploring the Rich History of Hermiston

A traveler pauses near Hermiston in 1910.

The Hermiston area began to see irrigated agriculture in 1908, with the completion of the U.S. Bureau of Reclamation's Umatilla Basin Project in the form of Cold Springs Reservoir. The region would see modest growth until World War II, when the Umatilla Army Depot was constructed. [more](#)

Photo provided by Hermiston Irrigation District



CLASSROOM LEARNING



THE AGE OF MCNARY



WESTERN HERITAGE

NEWS AND EVENTS



HHS to Present 'Newsies the Musical'

Hermiston High School's Drama Club will give four performances of Newsies the Musical in on Feb. 10, 11 and 17 at 7 p.m., and on Feb. 18 at 2 p.m....

January 30, 2023



Umatilla Library to Celebrate Author

The Umatilla Public Library is hosting a drop-in children's event Feb. 10 to celebrate the birthday of Mo Willems, author of the children's book series, Elephant and Piggie.. The event...

January 28, 2023

Learn about **Museum Project**
[Read More](#)

HOW TO REACH US

Hermiston Museum of Culture & History
PO Box 0000
Hermiston, Oregon

541-000-0000
info@hermistonmuseum.org

MUSEUM

- > [About Museum](#)
- > [Project History](#)
- > [News & Events](#)
- > [Educational](#)
- > [Contact Us](#)

HISTORY

- > [Hermiston Origins](#)
- > [Early Settlement](#)
- > [Agriculture & Irrigation](#)
- > [Tribal Heritage](#)
- > [Regional Growth](#)

PARTNERSHIP

- > [Founding Memberships](#)
- > [Make a Donation](#)
- > [Endowments](#)
- > [Volunteer](#)



HERMISTON POLICE DEPARTMENT

Section 8, Item F.



330 S. First Street
Hermiston, Oregon 97838
www.hermiston.or.us/police/home
Sine Metu Sine Gratia

Phone: 541-567-5519
Fax: 541-567-8469
Email: records@hermiston.or.us
Without Fear Without Favor

TO: City Manager Byron Smith
FROM: Chief Jason Edmiston 
DATE: February 21st, 2023
SUBJECT: Liquor License Application – Trina’s Mexican Food

After review of the liquor license application for “New Outlet” for Trina’s Mexican Food located at 415 W Hermiston Avenue, Hermiston, I find nothing of substance after performing a criminal history check consistent with established parameters utilized by the city, to deny the application submitted by Hernestina Anguiano.

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

CC: City Recorder Lilly Alarcon-Strong

LIQUOR LICENSE APPLICATION

APPLICANT INFORMATION	
Identify the applicants applying for the license. This is the entity (example: corporation or LLC) or individual(s) applying for the license. Please add an additional page if more space is needed.	
Name of entity or individual applicant #1: HERNESTINA ANGUIANO MEJIA	Name of entity or individual applicant #2:
Name of entity or individual applicant #3:	Name of entity or individual applicant #4:

BUSINESS INFORMATION		
Trade Name of the Business (name customers will see): TRINA'S MEXICAN FOOD		
Premises street address (The physical location of the business and where the liquor license will be posted): 415 W HERMISTON AVE		
City: HERMISTON	Zip Code: 97838	County: UMATILLA
Business phone number: 541-289-8888	Business email: TINAYVICTOR31@HOTMAIL.COM	
Business mailing address (where we will send any items by mail as described in OAR 845-004-0065[1]): 415 W HERMISTON AVE		
City: HERMISTON	State: OREGON	Zip Code: 97838
Does the business address currently have an OLCC liquor license? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Does the business address currently have an OLCC marijuana license? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

AUTHORIZED REPRESENTATIVE – A liquor applicant or licensee may give a representative authorization to make changes to the license or application on behalf of the licensee or to receive information about a license or application.		
I give permission for the below named representative to:		
<input type="checkbox"/> Make changes regarding this license/application on my behalf.		
<input type="checkbox"/> Receive information about the status of this application, including information about pending compliance action or communications between OLCC and the licensee/applicant.		
Representative Name:		
Phone number:	Email:	
Mailing address:		
City:	State:	Zip Code:

LIQUOR LICENSE APPLICATION

Page 3 of 4

APPLICATION CONTACT INFORMATION – Provide the point of contact for this application. If this individual is not an applicant or licensee, the Authorized Representative section must be filled in and the appropriate permission(s) must be selected.

Application Contact Name:
HERNESTINA ANGUIANO MEJIA

Phone number: 541-289-8888	Email: TINAYVICTOR31@HOTMAIL.COM
-------------------------------	-------------------------------------

TERMS

- “Real property” means the real estate (land) and generally whatever is erected or affixed to the land (for example, the building) at the business address.
- “Common area” is a privately owned area where two or more parties (property tenants) have permission to use the area in common. Examples include the walking areas between stores at a shopping center, lobbies, hallways, patios, parking lots, etc. An area’s designation as a “common area” is typically identified in the lease or rental agreement.

ATTESTATION – OWNERSHIP AND CONTROL OF THE BUSINESS AND PREMISES

- Each applicant listed in the “Application Information” section of this form has read and understands OAR 845-005-0311 and attests that:
 1. At least one applicant listed in the “Application Information” section of this form has the legal right to occupy and control the real property proposed to be licensed as shown by a property deed, lease, rental agreement, or similar document.
 2. No person not listed as an applicant in the “Application Information” section of this form has an ownership interest in the business proposed to be licensed, unless the person qualifies to have that ownership interest waived under OAR 845-005-0311.
 3. The licensed premises at the premises street address proposed to be licensed either:
 - a. Does not include any common areas; or
 - b. Does include one or more common areas; however, only the applicant(s) have the exclusive right to engage in alcohol sales and service in the area to be included as part of the licensed premises.
 - In this circumstance, the applicant(s) acknowledges responsibility for ensuring compliance with liquor laws within and in the immediate vicinity of the licensed premises, including in portions of the premises that are situated in “common areas” and that this requirement applies at all times, even when the business is closed.
 4. The licensed premises at the premises street address either:
 - a. Has no area on property controlled by a public entity (like a city, county, or state); or
 - b. Has one or more areas on property controlled by a public entity (like a city, county, or state) and the public entity has given at least one of the applicant(s) permission to exercise the privileges of the license in the area.

LIQUOR LICENSE APPLICATION

Page 4 of 4

• Each applicant listed in the "Application Information" section of this form has read and understands OAR 845-006-0362 and attests that:

1. Upon licensure, each licensee is responsible for the conduct of others on the licensed premises, including in outdoor areas.
2. The licensed premises will be controlled to promote public safety and prevent problems and violations, with particular emphasis on preventing minors from obtaining or consuming alcoholic beverages, preventing over-service of alcoholic beverages, preventing open containers of alcoholic beverages from leaving the licensed premises unless allowed by OLCC rules, and preventing noisy, disorderly, and unlawful activity on the licensed premises.

I attest that all answers on all forms and documents, and all information provided to the OLCC as a part of this application, are true and complete.

Vanessa Anguano Mejia [Signature] 1-24-2023 [Signature]
 Print name Signature Date Atty. Bar Info (if applicable)

_____ _____ _____ _____
 Print name Signature Date Atty. Bar Info (if applicable)

_____ _____ _____ _____
 Print name Signature Date Atty. Bar Info (if applicable)

_____ _____ _____ _____
 Print name Signature Date Atty. Bar Info (if applicable)

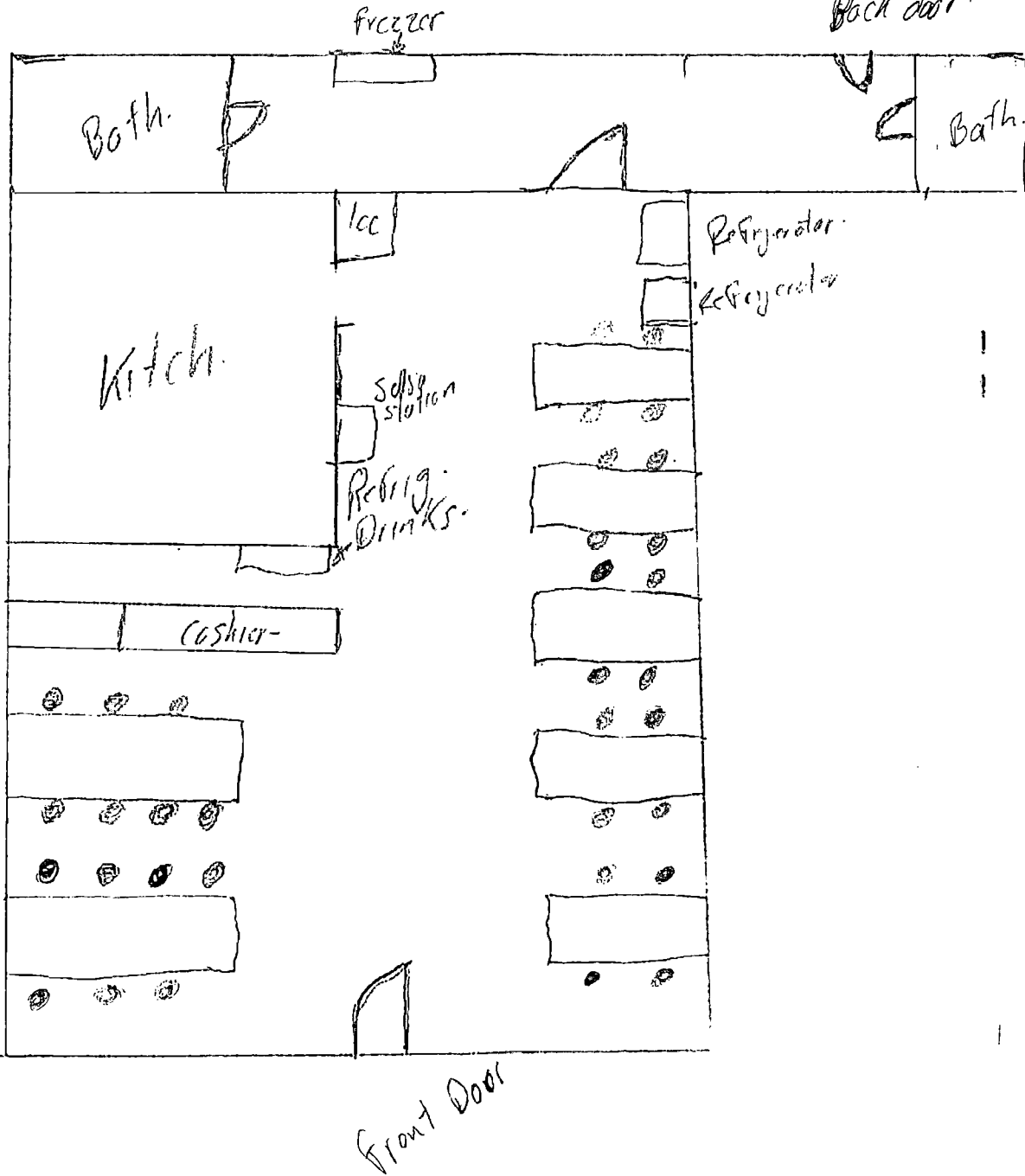


FLOOR PLAN FORM

Your floor plan must be submitted on this form

Applicant Name _____

Trade Name (dba) _____



.....OLCC USE ONLY.....
 MINOR POSTING ASSIGNMENT(S)

Date: _____ Initials: _____



OREGON LIQUOR CONTROL COMMISSION BUSINESS INFORMATION

Please Print or Type

Applicant Name: HERNESTINA ANGUIANO MEJIA Phone: 509-3746333

Trade Name (dba): TRINA'S MEXICAN FOOD

Business Location Address: 415 W HERMISTON AVE

City: HERMISTON ZIP Code: 97838

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday 9AM to 5PM
 Monday CLOSED to CLOSED
 Tuesday 10AM to 6PM
 Wednesday 10AM to 6PM
 Thursday 10AM to 6PM
 Friday 9AM to 7PM
 Saturday 9AM to 7PM

Outdoor Area Hours:

Sunday _____ to _____
 Monday _____ to _____
 Tuesday _____ to _____
 Wednesday _____ to _____
 Thursday _____ to _____
 Friday _____ to _____
 Saturday _____ to _____

The outdoor area is used for:

- Food service Hours: _____ to _____
- Alcohol service Hours: _____ to _____
- Enclosed, how _____

The exterior area is adequately viewed and/or supervised by Service Permittees.

(Investigator's Initials)

Seasonal Variations: Yes No If yes, explain: _____

ENTERTAINMENT

Check all that apply:

- Live Music
- Recorded Music
- DJ Music
- Dancing
- Nude Entertainers
- Karaoke
- Coin-operated Games
- Video Lottery Machines
- Social Gaming
- Pool Tables
- Other: _____

DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday _____ to _____
 Monday _____ to _____
 Tuesday _____ to _____
 Wednesday _____ to _____
 Thursday _____ to _____
 Friday _____ to _____
 Saturday _____ to _____

SEATING COUNT

Restaurant: 16-50 Outdoor: _____
 Lounge: _____ Other (explain): _____
 Banquet: _____ Total Seating: _____

OLCC USE ONLY
Investigator Verified Seating: ____ (Y) ____ (N)
Investigator Initials: _____
Date: _____

I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: [Signature] Date: 1-24-2023

1-800-452-OLCC (6522)
www.oregon.gov/olcc

(rev. 12/07)



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
For the Meeting of February 27, 2023

Title/Subject

Maintenance Agreement IGA with Oregon Department of Transportation for a newly installed Rectangular Rapid Flashing Beacon.

Summary and Background

The City has been working with ODOT for several years on two Safe Routes to School grants on SW 11th (OR207) between Orchard and Highland. One is to install sidewalk along the west side of the highway through there. The other is to install a Rectangular Rapid Flashing Beacon approximately mid-block, in the vicinity of Sagebrush Affordable Housing.

As part of the award for the flashing crosswalk, ODOT is requiring a maintenance agreement with the City whereby ODOT will actually maintain the equipment, and simply bill the City \$1,500 per year; which is similar to how several of the off-highway traffic signals are already handled.

This area has seen three pedestrian fatalities over the past 10 years.

Tie-In to Council Goals

Fiscal Information

The City has no financial obligation for the sidewalk or flashing crosswalk installation, due to the Safe Routes to School grant funding. This maintenance agreement will cost \$1,500 per year, to be paid from the Street Fund.

Alternatives and Recommendation

Alternatives

1. Approve the IGA
2. Reject the IGA

Recommended Action/Motion

Motion to approve the IGA as presented.

Submitted By:

Mark Morgan, Assistant City Manager

COOPERATIVE IMPROVEMENT AGREEMENT
Rectangular Rapid Flashing Beacon Installation
West Park Elementary City of Hermiston

THIS AGREEMENT is made and entered into by and between the STATE OF OREGON, acting by and through its Department of Transportation (ODOT), hereinafter referred to as "State;" the CITY OF HERMISTON, acting by and through its elected officials, hereinafter referred to as "Agency," all herein referred to individually or collectively as "Party" or "Parties."

RECITALS

1. OR207 (also known as SW 11th Street) is a part of the state highway system under the jurisdiction and control of the Oregon Transportation Commission (OTC).
2. By the authority granted in Oregon Revised Statutes (ORS) [190.110](#), [366.572](#) and [366.576](#), State may enter into cooperative agreements with counties, cities and units of local governments for the performance of work on certain types of improvement projects with the allocation of costs on terms and conditions mutually agreeable to the contracting parties.
3. In order to provide motorists with advance warning of pedestrian crossing on State Highway OR 207 at MP 8.5, State shall purchase and install two (2) Rectangular Rapid Flashing Beacons (RRFB) poles and assemblies and two (2) light poles. Installation of the RRFB will be done under the West Park Elementary Sidewalk Project Agreement number 73000-00015295.
4. State, by ORS [366.220](#), is vested with complete jurisdiction and control over the roadways of other jurisdictions taken for state highway purposes. By the authority granted by ORS 373.020, the jurisdiction extends from curb to curb, or, if there is no regular established curb, then control extends over such portion of the right of way as may be utilized by State for highway purposes. Responsibility for and jurisdiction over all other portions of a city street remains with the Agency.
5. By the authority granted in ORS [810.210](#), State is authorized to determine the character or type of traffic control devices to be used, and to place or erect them upon state highways at places where State deems necessary for the safe and expeditious control of traffic. No traffic control devices shall be erected, maintained, or operated upon any state highway by any authority other than State, except with its written approval. Traffic signal work on this Project will conform to the current State standards and specifications.

NOW THEREFORE, the premises being in general as stated in the foregoing Recitals, it is agreed by and between the Parties hereto as follows:

TERMS OF AGREEMENT

1. Under such authority, the Parties agree to State purchasing and installing two (2) RRFB poles/ assemblies and two (2) light poles; these will be installed on OR-207 (Hermiston highway) at MP 8.5 (between Highland Ave and Orchard Ave) hereinafter referred to as "Project". The location of the Project is approximately as shown on the sketch map attached hereto, marked Exhibit A, and by this reference made a part hereof.
 - a. Installation of the RRFB will be done in conjunction with the West Park Elementary Sidewalk Project, reference Agreement number 73000-00015295.
2. The Project will be financed at an estimated cost of \$470,959 in state funds. The estimate for the total Project cost is subject to change. State shall be responsible for all Project costs.
3. If the total cost of this Agreement exceed \$150,000, the Department of Justice must review and approve any amendments prior to performance of any work.
4. The term of this Agreement will begin upon the date all required signatures are obtained and shall remain in effect for the purpose of ongoing maintenance responsibilities for the useful life of the RRFB's installed as part of this Project. The useful life is defined as twenty (20) calendar years following the date of final execution of this Agreement by both Parties. Maintenance responsibilities shall survive termination of this Agreement. The Project shall be completed within one (1) calendar year following the date of final execution of this Agreement by both Parties.

Agency OBLIGATIONS

1. Agency shall grant State the right to enter onto City's right of way for the performance of the duties as set forth in this Agreement.
2. The Project will be constructed within State right of way, no additional right of way is anticipated for the Project.
3. Agency shall pay for all on-going maintenance costs for the RRFBs performed by State. Agency agrees to pay State within forty-five (45) days of receipt by Agency of the invoice from State. Agency shall remit payment to State at the following address: Oregon Department of Transportation, Financial Services Section, 3930 Fairview Industrial Drive SE, Salem, Oregon 97302. Agency's total cost for maintenance and timing for the function of the flashing beacons under this Agreement shall not exceed \$1500.00 per calendar year unless otherwise agreed upon prior to the maintenance activity being performed.

4. Agency shall be responsible for 100 percent of power costs associated with the RRFBs. Agency shall require the power company to send invoices directly to the Agency.
5. Agency certifies and represents that the individual(s) signing this Agreement have been authorized to enter into and execute this Agreement on behalf of Agency, under the direction or approval of its governing bodies, commissions, boards, officers, members or representatives, and to legally bind Agency.
6. Agency's contact is: Mark Morgan, Assistant City Manager, City of Hermiston, 180 NE 2nd Street, Hermiston Oregon 97838. Phone: (541) 567-5521, mmorgan@hermiston.or.us, or other assigned designee upon individual's absence. City shall notify the other Party in writing of any contact information changes during the term of this Agreement.

STATE OBLIGATIONS

1. State shall purchase and install two (2) RRFB poles/assemblies and two (2) light poles, at the location shown in Exhibit A. This Project will include the installation of all necessary signage.
2. Upon completion of the project, State shall provide on-going maintenance of RRFBs installed as part of this Project at Agency's expense. State will perform timing changes, as requested by the Agency, at their earliest convenience - usually within 1 week of receiving the request. State shall perform maintenance as it determines a necessity, or when requested by Agency. Maintenance also includes service calls not requested by the Agency for the purpose of updating for daylight savings time, and corrective maintenance found to be necessary during routine inspection.
3. State shall on a semi-annual basis send a bill to the Agency, for labor and equipment rental costs (if any), associated with the on-going maintenance of the RRFBs.
4. State certifies, at the time this Agreement is executed, that sufficient funds are available and authorized for expenditure to finance costs of this Agreement within State's current appropriation or limitation of the current biennial budget.
5. State's Project Manager for this Project is Erin Winterton, Construction Project Manager, 3012 Island Avenue, La Grande, Oregon 97850. Phone (541) 963-1371, Erin.WINTERTON@odot.oregon.gov, or assigned designee upon individual's absence. State shall notify the other Party in writing of any contact information changes during the term of this Agreement.

GENERAL PROVISIONS

1. This Agreement may be terminated by mutual written consent of the Parties.
2. State may terminate this Agreement effective upon delivery of written notice to Agency, or at such later date as may be established by State, under any of the following conditions:
 - a. If State fails to receive funding, appropriations, limitations, or other expenditure authority sufficient to allow State, in the exercise of its reasonable administrative discretion, to continue to make payments for performance of this Agreement.
 - b. If federal or state laws, regulations or guidelines are modified or interpreted in such a way that either the work under this Agreement is prohibited, or State is prohibited from paying for such work from the planned funding source.
3. Any termination of this Agreement shall not prejudice any rights or obligations accrued to the Parties prior to termination.
4. If any third party makes any claim or brings any action, suit or proceeding alleging a tort as now or hereafter defined in ORS 30.260 ("Third Party Claim") against State or Agency with respect to which the other Party may have liability, the notified Party must promptly notify the other Party in writing of the Third Party Claim and deliver to the other Party a copy of the claim, process, and all legal pleadings with respect to the Third Party Claim. Each Party is entitled to participate in the defense of a Third Party Claim, and to defend a Third Party Claim with counsel of its own choosing. Receipt by a Party of the notice and copies required in this paragraph and meaningful opportunity for the Party to participate in the investigation, defense and settlement of the Third Party Claim with counsel of its own choosing are conditions precedent to that Party's liability with respect to the Third Party Claim.
5. With respect to a Third Party Claim for which State is jointly liable with Agency (or would be if joined in the Third Party Claim), State shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by Agency in such proportion as is appropriate to reflect the relative fault of State on the one hand and of Agency on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of State on the one hand and of Agency on the other hand shall be determined by reference to, among other things, the Parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. State's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law, including the Oregon Tort Claims Act, ORS 30.260 to 30.300, if State had sole liability in the proceeding.

6. With respect to a Third Party Claim for which Agency is jointly liable with State (or would be if joined in the Third Party Claim), Agency shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by State in such proportion as is appropriate to reflect the relative fault of Agency on the one hand and of State on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of Agency on the one hand and of State on the other hand shall be determined by reference to, among other things, the Parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. Agency's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law, including the Oregon Tort Claims Act, ORS 30.260 to 30.300, if it had sole liability in the proceeding.
7. The Parties shall attempt in good faith to resolve any dispute arising out of this Agreement. In addition, the Parties may agree to utilize a jointly selected mediator or arbitrator (for non-binding arbitration) to resolve the dispute short of litigation.
8. This Agreement may be executed in several counterparts (facsimile or otherwise) all of which when taken together shall constitute one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart. Each copy of this Agreement so executed shall constitute an original.
9. This Agreement and attached exhibits constitute the entire agreement between the Parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver, consent, modification or change of terms of this Agreement shall bind any of the Parties unless in writing and signed by all Parties and all necessary approvals have been obtained. Such waiver, consent, modification, or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of State to enforce any provision of this Agreement shall not constitute a waiver by State of that or any other provision.

THE PARTIES, by execution of this Agreement, hereby acknowledge that their signing representatives have read this Agreement, understand it, and agree to be bound by its terms and conditions.

SIGNATURE PAGE TO FOLLOW

Agency/State
Agreement No. 73000-00034037

CITY OF HERMISTON, by and through its
elected officials

By _____
Mayor (or other assigned designee)

Date _____

By _____
City Manager (or other assigned designee)

Date _____

APPROVED AS TO LEGAL SUFFICIENCY
(If required by City)

By _____
Counsel

Date _____

APPROVED AS TO LEGAL SUFFICIENCY

By Serena D. Hewitt - via email

Assistant Attorney General (If over \$150,000)

Date 2/16/2023

STATE OF OREGON, by and through
its Department of Transportation

By _____
Region 5 Manager

Date _____

APPROVAL RECOMMENDED

By _____
Region 5 Traffic Engineer

Date _____

By _____
District 12 Manager

Date _____

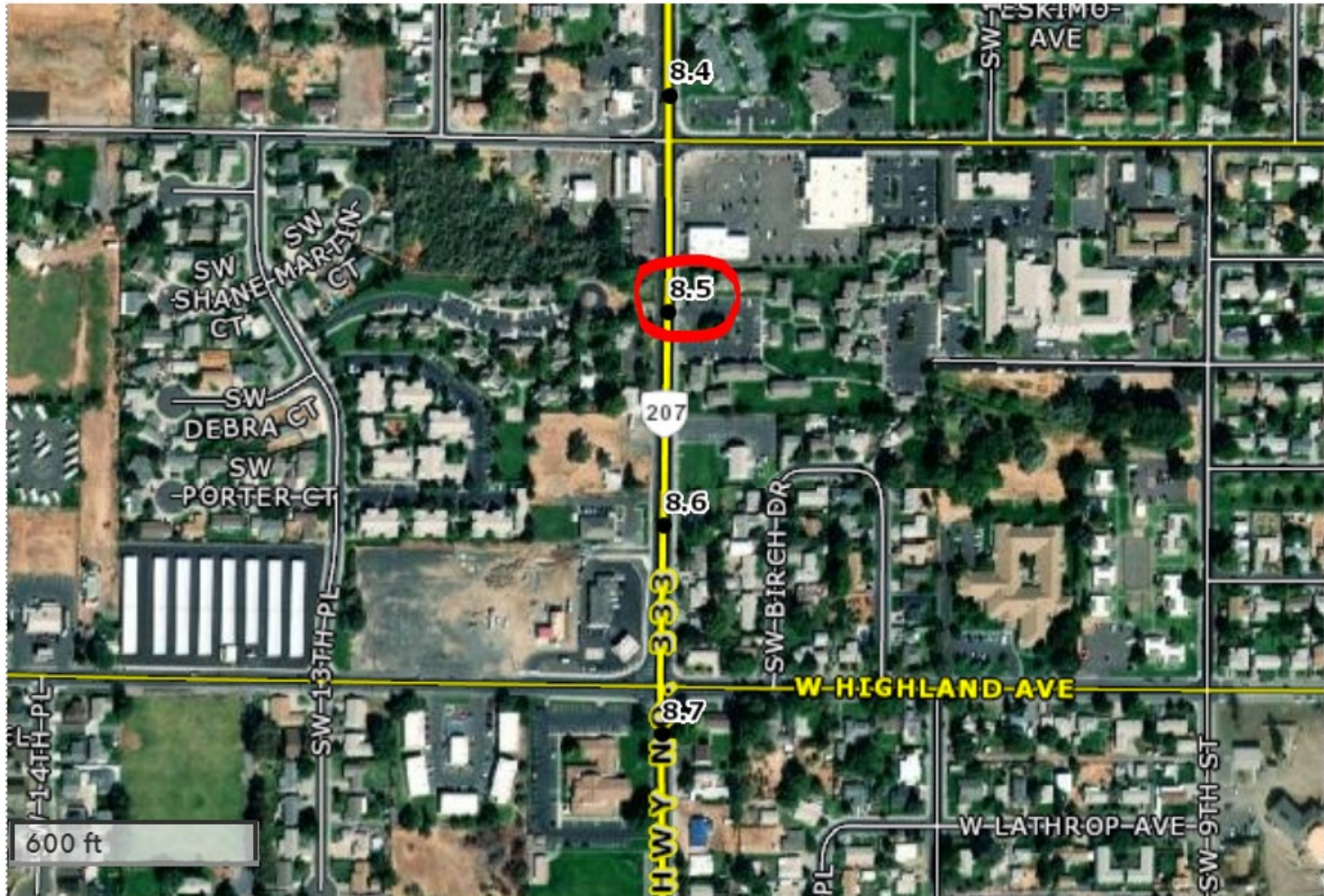
City Contact

Mark Morgan, Assistant City Manager
City of Hermiston
180 NE 2nd Street
Hermiston, Oregon 97838
(541) 567-5521
mmorgan@hermiston.or.us

State Contact:

Rich Lani, District 12 Manager
Oregon Department of Transportation
1327 SE 3rd St.
Pendleton, Oregon 97801
(541) 278-6021
Richard.Lani@odot.oregon.gov

EXHIBIT A





Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
For the Meeting of February 27, 2023

Title/Subject

Resolution 2258- A resolution awarding a contract for the North 1st Place Improvements.

Summary and Background

This resolution will award a construction contract to Nelson Construction Corporation for construction of improvements to North 1st Place.

The bulk of this project is the complete demolition and rebuilding of the roadway from Hermiston Avenue to Elm Avenue. Additionally, the project will install a 10' wide asphalt pathway on the east side of the roadway, and install typical curb, gutter, and sidewalk on the west side of the roadway. The sidewalk work will fill in nearly 3,000 feet of missing sidewalk, but also formalize all of the driveways located along the length of the project. The pathway on the east side of the roadway will also include low water use landscaping consisting of crushed rock, bunch-grasses, and trees, along with bollard style lighting. All of this work will be paid for through a \$4.5 million earmark which the City was awarded in 2017. In order for the state to cashflow all of the 2017 earmarks, each one came with a specific year when the work could begin, and this one was scheduled for 2023.

The up-side of having to wait six years for this project is that the City was able to plan other projects around it. This included significant work associated with two sewer lift stations near the intersection of 1st and Ridgeway, which is nearing completion now. Additionally, this contract includes replacing approximately 3,300 feet of old water main which is estimated to be nearly 100 years old. While the city's utility fund has to pay for this portion of the work, the City is able to realize significant cost savings by combining this work with the roadway work funded by ODOT. Additionally, completing this underground utility work now will also eliminate the need for tearing in to the street for repairs on these utilities for a long time in to the future.

All of this work will cause significant disruption and closure of N 1st Place for an extended period of time. In the Fall, we were able to pave a gravel portion of NW 3rd street using funds from the ODOT earmark so that NW 3rd can be used as a detour route during construction. City staff has done a lot of outreach to the businesses located along N 1st Place, and even hand-delivered notices to each address along there in the Fall while we were working with each property to finalize the exact design of their new driveways. A detailed schedule of when

the various portions of the work will occur is still subject to how the contractor chooses to do the work, so we will know more in the coming weeks.

One thing to be aware of is that the roadway demolition/rebuilding work will also impact Hermiston Avenue. The City rebuilt Hermiston Avenue several years ago, but that work stopped short of the intersection of 1st & Hermiston Avenue. Additionally, the roadway rebuild that occurred in the late 90's between 1st & Highway 395, stayed out of the intersection. So this project will now get in to the intersection to rebuild the roadway there. Due to the disruption that will be caused by closing that intersection, the contract requires that the work in the intersection be completed in such a way that the intersection itself is only closed for five days.

Tie-In to Council Goals

7. Fund infrastructure improvements to support new housing and enhance livability.

Fiscal Information

Five bids were received for this project and they were very competitive, with just 0.5% separating the lowest bidder from the 3rd lowest.

- Nelson Construction: \$3,002,966.15
- Sineco Construction: \$3,004,278.00
- Bolen Construction: \$3,016,347.00
- C & E Trenching: \$3,072,399.68
- DW Excavating: \$3,935,663.00

Alternatives and Recommendation

Alternatives

1. Approve resolution 2258
2. Reject resolution 2258

Recommended Action/Motion

Motion to approve Resolution 2258.

Submitted By:

Mark Morgan

RESOLUTION NO. 2258

A RESOLUTION AWARDED A CONTRACT FOR CONSTRUCTION OF NORTH 1ST PLACE ROADWAY IMPROVEMENTS AND AUTHORIZING THE CITY MANAGER TO SIGN ALL NECESSARY DOCUMENTS ON BEHALF OF THE CITY

WHEREAS, the City of Hermiston (“City”) has developed the need for improvements to the roadway on North 1st Place between Hermiston Avenue and Elm Avenue; and

WHEREAS, the improvements to North 1st Place will include the complete demolition and rebuilding of the roadway and install curb, gutter, sidewalk, walking paths and formalize all of the driveways located along the length of the project; and

WHEREAS, notice was published, and bids were received, with Nelson Construction Corporation being the lowest responsible bidder with a bid of an amount not to exceed \$3,002,966.15; and

WHEREAS, the City has funds available for this project.

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

1. That Nelson Construction Corporation is awarded the contract for the North 1st Place Roadway Improvements.
2. That the City Manager be, and is, hereby authorized to execute and deliver the contract to Nelson Construction Corporation with such changes, additions, deletions and modifications as the City Manager may approve.
3. That the City Manager is authorized to execute the contract in the amount of \$3,002,966.15.
4. That this resolution is effective immediately upon its passage.

PASSED by the Common Council this 27th day of February 2023.
SIGNED by the Mayor this 27th day of February 2023.

Dr. David Drotzmann, MAYOR

ATTEST:

Lilly Alarcon-Strong, CMC, CITY RECORDER



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
For the Meeting of February 27, 2023

Title/Subject

Resolution 2259- Updating the Master Fee Schedule to adjust solid waste rates.

Summary and Background

Sanitary Disposal is the solid waste (garbage) hauler for all customers within Hermiston and the surrounding areas, including Umatilla, Stanfield, Irrigon, Boardman, etc. The last time that the City of Hermiston approved a rate increase for Sanitary Disposal was February 1, 2020; a little over three years ago. Prior to that, the last rate increase was requested in July, 2016.

Historically, Sanitary Disposal comes in and requests a rate adjustment every few years, and the requests largely follow the general pace of inflation to accommodate for rises in wages, equipment, fuel, etc. That is what Sanitary Disposal is asking for again now.

There are very minor variations across some of the several dozen different types of service that they offer, but the vast majority of customers within Hermiston, probably 90%+, utilize weekly service of either a 90 gallon, or a 35 gallon cart. For those services, the requested rate increase comes out to 12.4%, and 13.4% respectively; or an extra \$2.33 and \$1.50 per month respectively.

For context, this request of an approximately 13% increase actually trails the U.S. Bureau of Labor Statistics' Consumer Price Index increase over that time, which sits at about 15% total over those three years.

These adjustments were reviewed by the Council's Solid Waste Advisory Committee earlier this month, and are recommended for approval.

These adjustments are only for the services that the City currently receives from Sanitary Disposal; namely garbage service. Nothing in these adjustments takes in to account the coming need for recycling services. The process for adding recycling is still much too early to identify legitimate costs and begin to set a rate.

Tie-In to Council Goals

Fiscal Prudence.

Fiscal Information

Our franchise with Sanitary Disposal outlines that the City will do all billing of customers within Hermiston City Limits for the company, and in exchange, the City gets to keep 11% of the company's gross revenues which are collected within the City. Additionally, the City keeps 2% as a Franchise Fee, and a final 0.5% which is earmarked to cover the costs of the annual city-wide cleanup event. All told, these fees total 13.5%, and generate \$387,000 in General Fund revenue for the City. Increasing these rates, as requested, therefore leads to a corresponding increase in General Fund revenue from those percentage based fees, which has historically been appropriate since staffing, mailing, etc. costs also rise with inflation.

This year, in keeping with Council's directive from the 2021 and 2022 Annual Goals to review General Fund revenue sources, staff asked Sanitary Disposal to increase the percentage that the City keeps for billing from 11% to 12%, and to increase the Franchise Fee from 2% to 2.5%. This action will result in the total fees collected by the City's General Fund from Sanitary Disposal rising to 15% of the company's gross revenues within City Limits. It is anticipated that this change will result in a net increase of annual General Fund revenue of approximately \$49,000 per year.

Alternatives and Recommendation**Alternatives**

1. Approve Resolution 2259
2. Reject Resolution 2259
3. Table and request more information.

Recommended Action/Motion

Motion to approve Resolution 2259.

Submitted By:

Mark Morgan

RESOLUTION NO. 2259

A RESOLUTION ADJUSTING A SCHEDULE OF FEES AND CHARGES FOR GARBAGE AND RECYCLING SERVICES AND UPDATING THE FRANCHISE FEE AND BILLING AND COLLECTION SERVICE FEE RECEIVED FROM SANITARY DISPOSAL.

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 to adopt by resolution a schedule of fees and charges for various services, licenses and permits; and

WHEREAS, the City maintains a franchise agreement with Waste Connections of Oregon, Inc. doing business as Sanitary Disposal (“Franchisee”) for solid waste management service for commercial, industrial and residential establishments in the city, and

WHEREAS, Franchisee has requested a rate adjustment as shown in the attached updated Master Fee Schedule; and

WHEREAS, pursuant to HMC 50.51 the city shall do the billing and collecting of solid waste service fees and shall retain a percentage of the gross collections in payment of a franchise fee, and a percentage for billing and collection service, as established by City Council resolution; the balance shall be paid to Waste Connections of Oregon, Inc. doing business as Sanitary Disposal. The percentage shall be reviewed and may be changed at any time when the franchise submits a request for rate review; and

WHEREAS, the current total fee is 13.5%, the current franchise fee is 2.5% (which includes a 2% franchise fee with an additional .5% earmarked to cover the costs of the annual city-wide cleanup) and the fee for billing and collecting of solid waste services within the city is set at 11%; and

WHEREAS, the City and Franchisee have negotiated an increase with the franchise fee increasing to 3% (which includes a 2.5% franchise fee with an additional .5% earmarked to cover the costs of the annual city-wide cleanup) and the fee for billing and collecting of solid waste services within the city increasing to 12%, for a new total fee of 15%; and

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

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

1. That the attached updated Master Fee Schedule including the schedule of fees and charges for Garbage and Recycling Services, is approved and adopted.
2. That this resolution shall supersede Resolution No. 2141, relating to fees and charges for Garbage and Recycling Services.
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. The franchise fee shall increase to 3% (which includes a 2.5% franchise fee with an additional .5% earmarked to cover the costs of the annual city-wide cleanup) and the fee for billing and collecting of solid waste services within the city increasing to 12%, for a new total fee of 15%; and
- 5. That this resolution is effective immediately upon its passage.

PASSED by the Common Council this 27th day of February 2023.
SIGNED by the Mayor this 27th day of February 2023.

Dr. David Drotzmann, MAYOR

ATTEST:

Lilly Alarcon-Strong, CMC, CITY RECORDER



Where Life is Sweet

Master Fee Schedule

Fees Subject to Change



Adopted by: Resolution 2171 on December 14, 2020
 Superseded by: Resolution 2174 on March 8, 2021
 Superseded by: Resolution 2187 on June 10, 2021
 Superseded by: Resolution 2202 on December 13, 2021
 Superseded by: Resolution 2205 on January 10, 2022
 Superseded by: Resolution 2207 on January 24, 2022
 Superseded by: Resolution 2213 on March 14, 2022
 Superseded by: Resolution 2219 on May 9, 2022
 Superseded by: Resolution 2231 on July 11, 2022
 Superseded by: Resolution 2249 on January 9, 2023
 Superseded by: Resolution 2259 on February 27, 2023

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Administration & General Fees

Notary Acts	
1. Certifying a copy of a document	\$2.00 per page
2. For: taking an acknowledgment, a verification upon an oath or affirmation, and witnessing or attesting a signature.	\$2.00/notarized signature
3. For administering an oath or affirmation or taking a deposition (without a signature). And for all other notarial acts not specified in this section.	\$1.00 per act
Notary Acts are available at:	
<ul style="list-style-type: none"> Hermiston Police Department, Bob Shannon Safety Center, 330 S. 1st Street Building Department, 215 E Gladys Ave City Hall, 235 E Gladys Ave 	
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 other fees ("Lengthy Requests" fee waived for the first hour of processing.)	\$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
Please Note: 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

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	\$180.00 per month
3. Enclosed T-Hangar #3	\$205.00 per month
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.	
<p>Hermiston Municipal Airport is operated by contract, to: Gorge Aviation 1600 E Airport Way, Hermiston, OR 97838 541-567-3694 https://www.gorgeaviationservices.com/</p>	

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

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)	\$75.00	
2. Adult (18+)	\$85.00	
3. Senior (55+)	\$75.00	
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	\$185.00	
2. 2 Adults & up-to 6 kids	\$225.00	
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+)	\$75.00	
2. Senior (55+)	\$65.00	
Family Splash Pass-Fit: All Season- All members must reside in same household (entrance for all aquatic fitness classes)		
1. Add on to Family Splash Pass	\$50.00 per adult	
Aquatic Facility Rentals		
Full Facility Rental: Exclusive use of all pools & picnic shelter.	Resident	Non-Resident
Friday- Sunday 7:15pm-9:15pm or 9:30pm to 11:30pm Additional hours may be available	\$950.00	\$1,150.00
Semi-Private Rental: Shared use of all pools with other designated area. Maybe shared with two other parties.	Resident	Non-Resident
Friday- Sunday 9:30pm to 11:30pm Additional hours may be available	\$150.00	\$190.00

AQUATIC CENTER

Picnic Shelter Rental: Use of gazebo and picnic tables during public swim (pool entry fee required)	Resident	Non-Resident
2-Hour Rental 50 Person Maximum - Group Rates Available	\$50.00	\$60.00

Additional Amenities

1. All-Day Cabana Rental: Semi-Private shaded area with premium lounge chairs. Available during public swim.	Regular Cabana \$25.00	Large Cabana \$50.00
2. All Other Amenities	As Established	

Hermiston Aquatic Center
 879 W Elm Ave, Hermiston, OR 97838
 541-289-7665
 541-667-5018 (Off-Season)

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

- ❖ **Residential:** New, Additions, Alterations, Repairs, & Accessory Structures.
(Plumbing permit required for potable water fire systems; see Table E-4)
- ❖ **Commercial:** New, Alterations, Additions, Repairs, Accessory Structure, Fire Systems, & Medical Gas Systems Plumbing permit (based on value of installation costs)
- ❖ **Multifamily:** 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 - <ul style="list-style-type: none"> a. Setup fee b. Initial Plan Review c. Second & Subsequent Reviews 	a. \$ 100.00 b. 65% of the building permit fee based on Table A-I 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

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

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

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

❖ 1 & 2 Family Dwelling: New, Alterations, Additions, Repairs, & Accessory Structure	
❖ Manufactured Dwellings: 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

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. Other heating/cooling	\$12.00
36. Other fuel appliance	\$12.00
37. Other environment exhaust/ventilation	\$10.00
38. Minimum Permit Fee	\$40.00

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

❖ **Residential:** New

❖ **Includes:** 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

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

- ❖ **Residential:** Additions, Alterations, Re pairs, & Accessory Structure
- ❖ **Commercial:** New, Additions, Alterations, Repairs, Accessory Structure, & Fire Systems
- ❖ **Multifamily:** New, Additions, Alteration, Repairs, Accessory Structure, & Fire Systems
- ❖ **Manufactured Dwellings:** 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

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. Minimum Permit Fee	\$45.00	\$65.00

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 ¹

- ❖ 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

- ❖ ¹ 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
Residential-New	
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
Multi-Family Dwelling Building - New: Service Included	
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

Please Note: If a limited energy permit is purchased separately from the new building electrical permit, use fee listed in the "Miscellaneous" section.

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 with above service or feeder fee	
a. Each branch circuit	\$4.00
2. Fee for branch circuits without 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 is specifically indicated	\$86.00 per hour
6. Investigation Fee	\$86.00 per hour

7. Master Permit Inspection Program OAR 918-309-0100	
a. Application fee: 1 st 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. Wall Sign Fee (includes plan review)	\$40.00 flat fee
6. 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 2nd Street, Suite 211, Hermiston, OR 97838
541-667-5025

Business Licenses

Please Note: Individual business licenses fees, as specified below, are for specific business types. The City of Hermiston does not have a general business license as noted below.

Business & Liquor License

Business License	Not Required
Liquor License, New	\$10.00
Liquor License, Annual Renewal	\$10.00

Solicitors' License

	3 Months or Less	Up-To 6 Months	Full Year
Per License	\$10.00	\$15.00	\$25.00
Each additional solicitor, in excess of one, employed by the same firm.	\$10.00 flat fee, regardless of license duration.		

Mobile Vending License

Full Year Application/Renewal	\$500.00*
90-Day Application/Renewal	\$300.00*
Lunch Trucks	\$300.00*
Event Trucks (one-day)	\$25.00

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 Planning Department below.

Liquor & Solicitors' Licenses are processed at City Hall.

180 NE 2nd Street, Hermiston, OR 97838
541-567-5521

Mobile Vending Licenses are processed by the Planning Department

180 NE 2nd Street, Suite 211, Hermiston, OR 97838
541-667-5010

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.

1. 0-99 Guests	\$1,100.00
2. 100-250 Guests	\$1,475.00
3. 251-350 Guests	\$1,750.00
4. Set-Up- By Center Staff	\$450.00
5. Day Before Decorating (during business hours, M-F 8:00am-5:00pm)	\$250.00
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

Includes: Janitorial, Set-Up/Tear down & Staff Support

	Hourly	Half Day (4 hrs)	Full Day (8 hrs)
1. Board Room (20 guests max)	\$30.00	\$75.00	\$125.00
2. Rotary/Altrusa Room (40 guests max)	\$50.00	\$125.00	\$200.00
3. Great Room (100 guests max)	\$75.00	\$375.00	\$500.00
4. Refundable Cleaning/Damage Deposit- Due to Hold Date		\$100.00	

Additional Amenities

1. Coffee & Ice Water (30 guests)	\$25.00
2. Table Toppers	\$5.00 each
3. Napkins	\$0.50 each
4. Table Skirts	\$5.00 each
5. Table Linens	\$5.00 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)

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 (as set in ORS 106.120(5))
3. Certification of Court Document	\$2.00 for certification of each document (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 Case Balance- \$280.01+, fee of \$50.00 (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>Paid to Selected Jurors</i> *	Compensation and Mileage (Rate applicable to appearances in justice court)
2. Juror Attendance Fee * <i>Paid to Not-Selected Jurors</i> *	Mileage Only (Rate applicable to appearances in justice court)
3. Subpoenaed Witnesses Attendance Fee	Compensation and Mileage (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, Bob Shannon Safety Center 180 NE 2 nd Street, Hermiston, OR 97838 541-567-6610	

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 Deposit (cleaning-Damage) Signed agreement- Due to Hold Date.			
1. If booking more than 6 months in advance: Non-Refundable	\$400.00		\$400.00
a. With alcohol event	a. \$1,000.00		a. \$1,000.00
b. Non-alcohol event	b. \$500.00		b. \$200.00
2. If booking less than 6 months in advance: Refundable	\$500.00-\$1,000.00		\$200.00-\$1,000.00
a. With alcohol event	a. \$1,000.00		a. \$1,000.00
b. Non-alcohol event	b. \$50.00		b. \$200.00
Great Room Use (Includes Standard Stage)	Full Room	Half Room	
1. Monday- Thursday	\$2,650.00	\$1,850.00	\$1,500.00
2. Friday	\$3,000.00	\$1,850.00	\$2,000.00
3. Saturday	\$3,500.00	Not Available	\$2,500.00
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. 7:00pm to 12:00am	\$500.00		\$50.00 per hour
Meeting Room Rentals (Small Meetings & Events)	Private/For Profit		Non-Profit
Booking Fee Deposit (cleaning-Damage) Signed agreement- Due to Hold Date.			
1. Booking Fee	\$50.00		\$50.00
a. With alcohol event	a. \$1,000.00		a. \$1,000.00
b. Non-alcohol event	b. \$500.00		b. \$500.00
Meeting Rooms			
1. Meeting Rooms 1 OR 2	\$200.00		\$200.00
2. Meeting Rooms 1 AND 2 (Combined)	\$400.00		\$400.00
3. Meeting Room 3	\$200.00		\$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		

EASTERN OREGON TRADE & EVENT CENTER (EOTEC)

Section 10, Item B.

3. Napkins	\$0.50 each
4. Table Linens	\$7.00 each
5. Kegeerator	\$100.00
6. A/V Equipment- Projector, Screen, Microphone, etc	\$30.00

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://eotechemiston.com/>

Festival Street

Festival Street- Per day Rental	
Festival Street use	\$400.00
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'	\$100.00 per event
2. Tables	\$20.00 per table
3. Extra Garbage Cans	\$10.00
4. Other Rentals & Amenities	As Established
Reservations may be made through: Hermiston Community Center	
415 S. Hwy 395, Hermiston, OR 97838	
541-667-5018	

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	2.53 %
2. Billing and Collection Services	11.12 %
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
All Grantees 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>	
Please Note: 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. Diminished Pavement Life Fee- 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. Construction Permit Fee	the applicant must pay a permit fee equal to \$500.00 or 1/4 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 & 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 2nd Street, Hermiston.

FREE Recycling Centers located in Hermiston

1. 220 W Harper Road, near Cost Less Carpet
2. 81144 N. HWY 395, at Sanitary Disposal

Account Set-Up (non-refundable)

- | | |
|-------------------|---------|
| 1. Garbage (only) | \$10.00 |
|-------------------|---------|

1. Mechanically Emptied Containers

A. 35-Gallon Cart, Served Weekly

- | | |
|---|--|
| 1. Residential and Commercial Curb | \$ 11.20 <u>12.70</u> per month |
| 2. Walk-in Charge | \$ 5.80 <u>6.68</u> per month |
| 3. Senior Citizens on limited income (See Regulation 1,D,4) | \$ 9.25 <u>10.46</u> per month |

B. 90-Gallon Cart, Served Weekly

- | | |
|---------------------|--|
| 1. Residential Curb | \$ 18.80 <u>21.13</u> per month |
| 2. Commercial Curb | \$ 23.00 <u>25.97</u> per month |
| 3. Walk-in Charge | \$ 5.80 <u>6.68</u> per month |

C. Commercial Loose

- | | |
|-------------------------------------|---|
| 1. (1) 1.5- Yard Container: | |
| a. Served once a week | a. \$ 77.50 <u>87.87</u> per month |
| b. Served twice a week | b. \$ 146.85 <u>166.35</u> per month |
| c. Served three times a week | c. \$ 216.20 <u>244.83</u> per month |
| 2. (2) 1.5- Yard Containers: | |
| a. Served once a week | a. \$ 155.00 <u>175.74</u> per month |
| b. Served twice a week | b. \$ 293.70 <u>332.70</u> per month |
| c. Served three times a week | c. \$ 432.40 <u>489.66</u> per month |
| 3. (3) 1.5 Yard Containers: | |
| a. Served once a week | a. \$ 232.50 <u>263.62</u> per month |
| b. Served twice a week | b. \$ 440.55 <u>499.05</u> per month |
| c. Served three times a week | c. \$ 648.60 <u>734.49</u> per month |
| 4. (1) 2- Yard Container: | |
| a. Served once a week | a. \$ 100.80 <u>114.24</u> per month |
| b. Served twice a week | b. \$ 191.80 <u>217.19</u> per month |
| c. Served three times a week | c. \$ 282.80 <u>320.14</u> per month |
| 5. (2) 2 Yard Containers: | |
| a. Served once a week | a. \$ 201.60 <u>228.49</u> per month |
| b. Served twice a week | b. \$ 383.60 <u>434.38</u> per month |
| c. Served three times a week | c. \$ 565.60 <u>640.28</u> per month |
| 6. (3) 2- Yard Containers: | |
| a. Served once a week | a. \$ 302.40 <u>342.73</u> per month |
| b. Served twice a week | b. \$ 604.80 <u>685.46</u> per month |
| c. Served three times a week | c. \$ 848.40 <u>960.42</u> per month |
| 7. Commercial Compacted Solid Waste | 1.5 times the loose container rate |

GARBAGE & RECYCLING SERVICES

- | | |
|-----------------------------------|---|
| 8. Cardboard Recycling Container: | |
| a. Services once per week | a. \$10.80-12.45 per month |
| b. Recycling Compactor Haul | b. \$180.35-207.86 per month |
| c. Demurrage per day after 7 days | c. \$4.35-5.01 per month |

D. Regulations

- 1.5- Yard container and larger containers must be placed on a hard level surface in a location that will prevent container run-away.
- Containers placement must be easily accessible to truck and collector.
- Cart placement must be at curb or roadside.
- Senior Citizens requesting the reduced rate must make application to Sanitary Disposal, Inc. and meet the Oregon State Poverty Income Guidelines.

2. Manually Emptied Containers

A. Containers

- | | |
|---|-------------------|
| 1. One container served weekly | \$12.95 per month |
| 2. Each additional container served weekly (1&2 for existing customers only) | \$8.85 per month |
| 3. Extra charges per pickup for solid waste not on a regular basis | \$2.75 per month |
| 4. Containers are priced at level-full with lid closed and extra charges will be made for "over-the-top-bulk" | \$1.50 per month |

Minimum special pickup charges to be arranged between customer and collector

B. Regulations

- Size 32-Gallon maximum not to exceed 60 pounds in weight when filled and 18 pounds when empty.
 - Containers must have lids and handles.
 - Containers must be kept clean and in good condition. Plastic liners are recommended.
- Container placement must be easily accessible to the driver.
- All garbage must be drained of excess liquids and wrapped.
- Ashes will be taken ONLY if placed in plastic bag and tied (fire hazard to equipment and transfer station).
- Any solid waste around the container will be taken and an extra charge made unless the collector is otherwise notified by the customer.
- No hazardous waste will be taken.

3. Dropbox

A. Service within 7-day period

- | | |
|---|--|
| 1. Delivery Fee | \$40.00-46.10 for the first box |
| 2. Weighing up to 5 tons | \$56.50-65.12 haul fee plus \$6.00-6.52 per cubic yard
or
\$66.00-73.34 per ton, whichever is greater |
| 3. Weighing 5 tons or greater | \$204.00-255.57 haul fee plus \$36.50-39.27 per ton |
| 4. Demurrage charge per box after 7 th day | \$4.35-5.01 per day |

B. Regulations

- 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 | \$74.25-85.57 per hour haul fee plus \$6.00-6.52 per cubic yard or \$66.00-73.34 per ton, whichever is greater |
| 2. Weighing 5 tons and greater | \$221.75-255.57 haul fee plus \$36.50-39.27 per ton |

B. Regulations

GARBAGE & RECYCLING SERVICES

Section 10, Item B.

1. Maximum weight of 10 tons when full.

5. Fines & Penalties (not already listed above)

Disconnection/Reconnection (due to non-payment)	\$10.00
Return Service (Did not set-out cart. Same day only)	\$15.00

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

Hermiston Energy Services (HES)

Customer Service Policies, Rates, and Associated Fee Manual

Last adopted/amended:

[November 9, 2020 by Resolution No. 2167](#)

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 Card		
1. Hermiston Resident: Live in 97838 zip code		Free
2. Temporary: If you live in the 97838 area and can provide acceptable identification		\$8.75 for three months
3. Non-Resident: If you do not live in the 97838 area, or do not have acceptable identification		\$35.00 per year
4. Replacement Card: lost or stolen		\$2.00
Inter-Library Loans (ILL) & Sage Library System (SLS): 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. Requesting items from SLS- Retrieved item(s)		Free
2. Searching Fee for Requesting items from ILL- Payable at time of request & is non-refundable, regardless of loan success.		\$3.00 Other fees may apply from lending library
3. Requesting items from ILL and/or SLS- 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 <ul style="list-style-type: none"> a. Self Service b. Staff Completion 	<ul style="list-style-type: none"> a. Free b. As established in "Administration & General Fees" under "Processing Fees" 	
Fines & Collections		
1. Overdue Late fees: for Books, Audiobooks, Magazine, Videos/DVDs, High Demand Items:		\$0.20 per item per day \$5.00 Maximum fine per item
2. Overdue Late fees: for special or temporary collections		Cost Varies
3. Collections: 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. Repair fee: Items requiring less than one-hour of repair		Charged at \$5.00 per 15-minute increments \$5.00 minimum charge
2. Replacement fee: Items requiring more than one-hour of repair		Actual Cost
3. Labels, Bar Codes & Book Pockets: Missing or damaged		\$1.00
4. Video/Audio Covers		\$5.00
5. CD/Media Parts		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		
Program Room (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

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 st – October 31 st .		
❖ Reservations are closed from November 1 st - March 31 st 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. 6-Hour Rental from:	Resident	Non-Resident
a. 8:00am-2:00pm or	\$50.00	\$75.00
b. 3:00pm-9:00pm		
Includes the use of 8 tables (4 tables for Rotary Shack)		
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. Propane (McKenzie Cook Shack only)	\$20.00	
2. Event Tent 78' x 40'	\$100.00 for 4 hours	
3. Additional Tables	\$20.00 per table	
4. Extra Garbage Can	\$10.00	
5. 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 & Zoning

Accessory Dwelling	
1. Permit- shall be charged upon application for a building permit for an accessory dwelling.	\$200.00
Compliance Reviews	
1. Civic Drawings	\$100.00
2. Zoning Standards Permit Compliance Review	\$25.00
3. Development Agreement Legal Costs (to prep & review agreements)	\$200.00
4. Site Plan Review- New/Initial	\$370.00
5. Site Plan Review- Expansion	\$370.00
Land Use Actions	
1. Annexation	\$700.00
2. Appeal of Planning Commission Decisions	\$375.00
3. Appeal of Planning Department Decision	\$250.00
4. Comprehensive Plan/Plan Map Amendment	\$725.00
5. Conditional Use	\$475.00
6. Historical Landmark Designation	\$475.00
7. Land Partition, Major	\$430.00
8. Land Patrician, Minor	\$230.00
9. Planned Unit Development	\$900.00 + \$10.00 per lot
10. Property Line Adjustment	\$100.00
11. Public Right-of-Way Vacation	\$555.00
12. Subdivision	\$900.00 + \$10.00 per lot
13. Subdivision- Replat	\$500.00 + \$10.00 per lot
14. Variance	\$420.00
15. Variance- Minor	\$225.00
16. Zone Change	\$725.00
Miscellaneous Services	
1. Zoning Letter and Research Fee	\$5.00. If more than 15-mins, charges are as established in "Administration & General Fees" under "Processing Fees"
Planning Department	
180 NE 2 nd Street, Suite 211, Hermiston, OR 97838	
541-667-5010	

Police Department

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	
Please Note: 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 other "Records Request Processing Fees".	\$35.00 per hour- Minimum Charge Fee waived for the first hour of processing
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
4. Address/Name Record Check	\$20.00
5. Mailing Services	Actual Cost

Records Request Processing Fees (Does not include other fees)

1. Lengthy Requests (request over 15 mins to complete) <ul style="list-style-type: none">• Fee's charged at 15 min increments.• Requests less than 15 mins to process may be waived, excluding serial requests.	\$35.00 per hour
2. Attorney Fees	Actual Cost

Hermiston Police Department, Bob Shannon Safety Center

330 S. 1st Street, Hermiston, OR 97838
541-567-5519 (Business)
541-966-3651 (Dispatch)
541-667-5148 (Anonymous Tip Line)

Public Transit-Taxicab & Bus Services

Taxicab Services	
Cab Fares	
1. Senior and Disabled Taxi Tickets	\$2.50 per ticket
2. General Public Taxicab Fares	As established by taxicab company
WORC Program	
1. Hermiston City Senior/Disabled (live and work inside of City limits)	\$20.00 (10 one-way trips)
2. Hermiston City (live and work in City limits)	\$25.00 (10 one-way trips)
3. Hermiston Zip (live or work outside of City limits)	\$32.50 (10 one-way trips)
4. Hermiston Plus (live and work outside of City limits but in Hermiston zip code)	\$57.50 (10 one-way trips)
5. 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. HART (Hermiston Area Regional Transit) A fixed route within the city limits of Hermiston with several connections to the Hopper Bus	Free
2. Hopper A fixed route with connections to: Pendleton, Umatilla, Irrigon, Stanfield, and Echo.	Free
<p>Taxicab Services are contracted to: Umatilla Cab Co. 2430 N. 1st Street, Hermiston, OR 97838 541-567-6055</p> <p>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/</p>	

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, 2023		
1. Residential	\$39.65	\$3.40
2. Commercial	\$39.65	\$3.40

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, 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).

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: \$1.46/lb.
 2. TSS: \$1.56/lb.
 3. Ammonia: \$1.59/lb.

- ❖ **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. 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.

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

Vactor use	\$350.00/hour with the addition of 2 operators at 1.5 hourly wage and full benefits package rate.
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Waste Disposal at Plant

1. Septic Tank & Portable Toilet Waste Disposal	\$0.25/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

Sidewalk & Driveway Permits

All sidewalk & driveway improvement permits	\$50.00
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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.

Please Note: Fees shall be doubled if the start of construction occurs prior to application and approval of the permit. The above amounts do not include repairs needed for Right-of-Way cuts.

Swale Alteration Permits

Any conversion of a stormwater swale from a grassy swale to a rock swale requires a permit.

1. 4' wide existing grassy swale	\$15.64 per linear foot of swale
2. 6' wide existing grassy swale	\$18.12 per linear foot of swale
3. Deposit- Will be credited to final permit fee	\$250.00

Please Note: Swale alteration will be completed by City Crews on a first-come-first-served basis. Customers wishing to have the work done must pay a deposit to be placed on the list. Prior to beginning work, City crews will verify the dimensions of the swale to be converted and calculate the total permit fee owed; the customer must make that payment prior to work commencing.

Street Dept. fees are processed by the Building Department

180 NE 2nd Street, Suite 211, Hermiston, OR 97838

541-667-5025

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

Last adopted/amended

[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
7	\$515.00	24	\$785.00	41	\$960.00
8	\$545.00	25	\$800.00	42	\$970.00

SYSTEM DEVELOPMENT CHARGES & CONNECTION PERMITS

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 2nd Street, Suite 211, Hermiston, OR 97838
 541-667-5025

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	8%
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. Original Delinquency- 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. Continued Delinquency- 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. Fraud- 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. Interest- 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

Account Set-Up (non-refundable)

Water and/or Sewer, with or without Garbage Services	\$25.00		
Water Usage Calculations (per 1,000 gallons)	Base Rate	0-15,000 Gallons	>15,000 Gallons
Rates Adjusted: March 1, 2023			
1. Residential	\$33.99	\$0.57	\$3.95
2. Commercial	\$33.99	\$0.57	\$3.95

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, 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).

Fines & Penalties

1. Late/Delinquent Payments: All unpaid bills & charges for water, sewer & garbage services, not paid within 10 days of issuance of statement.	Additional 5% imposed on the gross combined billing
2. Disconnection/Reconnection (combined fee): Due to non-payment and/or failure to comply with water shortage emergency regulations	\$20.00
3. Tampering Act: For any unauthorized alteration or attempted alteration to: <ul style="list-style-type: none"> • Reconnect services, once disconnected • Component(s) or locking mechanism • Other unauthorized access 	\$25.00 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.

Water Meter Inspection

Consumer requested inspection & testing of meter	\$15.00
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Miscellaneous Services

Fire Hydrant Meter	\$1,400.00 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 2nd Street, Hermiston, OR 97838

541-567-5521



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
For the Meeting of February 27, 2023

Title/Subject

Appointment of Municipal Judges Pro-tem

Summary and Background

In 2015 and then in 2021, the City Council adopted Resolutions appointing Municipal Court Judges Pro-tem as directed in the 2015 Hermiston City Charter.

Due to new conflicts of interest and availability, the Hermiston Municipal Court needs additional Municipal Court Judges Pro-tem.

Blaine Clooten is available to hear dockets and cases and is qualified based on his experience in the practice of law in the community.

Phillip Spicerkuhn is again available and interested in hearing dockets and cases. He is also qualified based on experience in the practice of law in the community.

Tie-In to Council Goals/Values

N/A

Fiscal Information

N/A

Alternatives and Recommendation

Alternatives

1. Approve Resolution 2260 as proposed.
2. Amend and Approve Resolution 2260 as amended
3. Reject Resolution 2260.

Recommended Action/Motion

Motion to approve Resolution 2260 and lay upon the record.

Submitted By:

Jillian Viles

RESOLUTION NO. 2260

A RESOLUTION APPOINTING A MUNICIPAL COURT JUDGE PRO-TEM THAT WILL BE USED, AS NEEDED, BY THE HERMISTON MUNICIPAL COURT.

WHEREAS, the voters of the City of Hermiston adopted a new City Charter in May 2015; and

WHEREAS, the May 2015 City Charter contains a provision allowing the Council to appoint and remove Municipal Court Judges Pro-tem, and

WHEREAS, situations occur that require the services of Municipal Court Judges Pro-tem to serve as needed in the Hermiston Municipal Court; and

WHEREAS, attorneys, Blaine Clouten and Phillip Spicerkuhn, have expressed interest in serving as Municipal Court Judge Pro-tem for the Hermiston Municipal Court.

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

1. That Blaine Clouten and Phillip Spicerkuhn be used, as needed, to serve as Municipal Court Judge Pro-tem in the Hermiston Municipal Court after establishing a professional services agreement with the City of Hermiston.
2. That this resolution is effective immediately upon its passage.

PASSED by the Common Council this 27th day of February 2023.

SIGNED by the Mayor this 27th day of February 2023.

Dr. David Drotzmann, MAYOR

ATTEST:

Lilly Alarcon-Strong, CMC, CITY RECORDER



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
For the Meeting of February 27, 2023

Title/Subject

January 2023 Financial Report

Summary and Background

This is the monthly overview of the previous month's financial position of the city.

Tie-In to Council Goals

Fiscal Prudence

Fiscal Information

None

Alternatives and Recommendation

Alternatives

None

Recommended Action/Motion

Recommend approval/acceptance of the January 2023 Financial Report as presented.

Submitted By:

Mark Krawczyk

January 2023 Financial Report



Department of Finance
January 2023
(Unaudited)

FY2022-2023 Monthly Financial Report

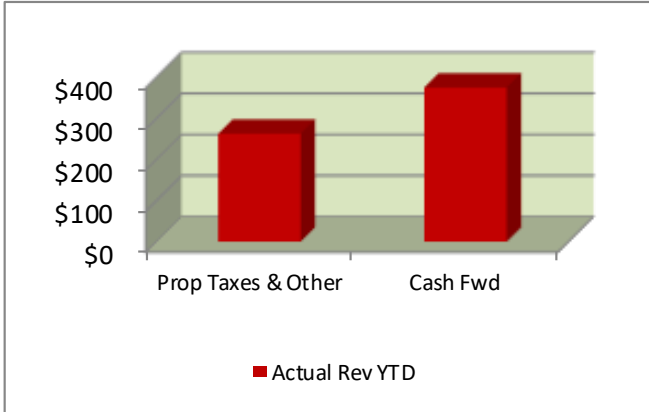
Hermiston Urban Renewal Agency (HURA)

For the Month Ending January 31, 2023

Resources

Through January 31, 2023

by Category



	Annual Proj Rev	Actual Rev YTD	% Var
Prop Taxes & Other	\$ 271	263	97%
Cash Fwd	\$ 375	375	0%
Total	\$ 646	\$ 638	99%

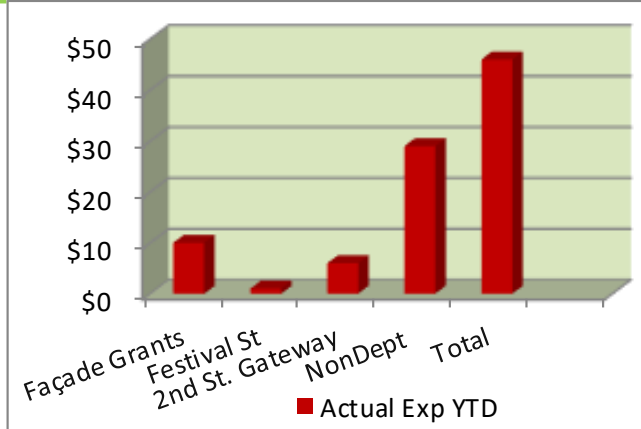
Note: Variance is calculated as % of revenue YTD

Expenditures

Through January 31, 2023

by Character

(in \$1,000)



	Annual Proj Exp	Actual Exp YTD	% Var
Façade Grants	\$ 50	10	20%
Festival St	\$ 5	1	20%
2nd St. Gateway	\$ 400	6	2%
NonDept	\$ 191	29	15%
Total	\$ 646	\$ 46	7%

Note: variance is calculated as % of expenses YTD.

The FY2022-23 budget for the Urban Renewal Agency is \$ 645,662. This includes \$50,000 for Façade Grants, \$5,000 for the Festival Street, \$400,000 for construction of the 2nd Street Gateway project, and \$190,662 for Non-Departmental expenses.

Property tax revenues collection totaled \$3,929 in January bringing total revenue collected to date of \$262,596.

FY2022-2023 Monthly Financial Report

Section 11, Item A.

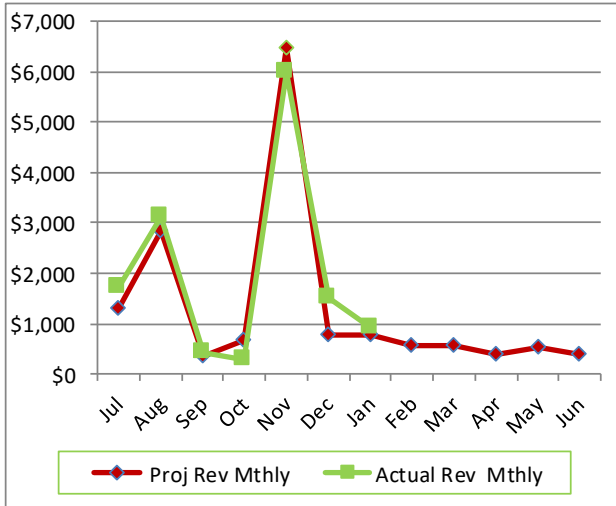
City of Hermiston, Oregon

General Fund Resources

For the Month Ending January 31, 2023

General Fund Resources Summary Through January 31, 2023

(in \$1,000)

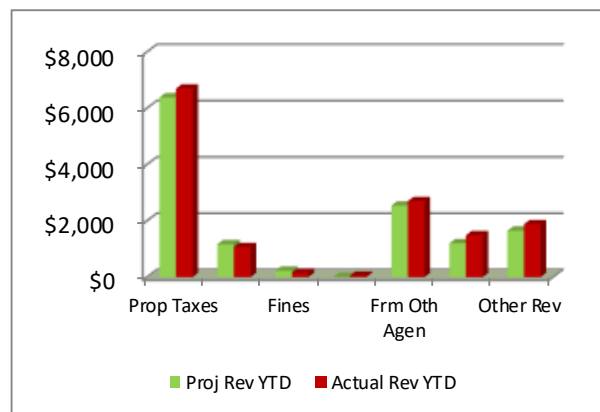


	Proj Rev Mthly	Rev Proj	Actual Rev Mthly	Var Fav/ (Unfav)	% Var
Jul	\$ 1,298	\$ 1,298	\$ 1,731	\$ 433	33%
Aug	\$ 2,834	\$ 2,834	\$ 3,133	\$ 299	11%
Sep	\$ 342	\$ 342	\$ 445	\$ 103	30%
Oct	\$ 675	\$ 675	\$ 295	\$ (380)	-56%
Nov	\$ 6,472	\$ 6,472	\$ 5,983	\$ (490)	-8%
Dec	\$ 781	\$ 781	\$ 1,526	\$ 745	95%
Jan	\$ 762	\$ 762	\$ 903	\$ 141	18%
Feb	\$ 557	\$ 557		\$ -	0%
Mar	\$ 573	\$ 573		\$ -	0%
Apr	\$ 379	\$ 379		\$ -	0%
May	\$ 544	\$ 544		\$ -	0%
Jun	\$ 384	\$ 384		\$ -	0%
Total YTD	15,604	15,604	14,016	851	5.5%
Cash Fwd	1,102	-	-	-	0%
Total	\$ 16,706	\$ 15,604	\$ 14,016	851	5.5%

Estimated General Fund revenues for the 2022-23 fiscal year are **\$15,603,889**. Projected revenues for January were **\$762,196**, compared to actual revenues of **\$903,098**, a positive variance of **\$140,902**. The fund is currently **\$851,000** more than projected through December YTD.

General Fund - All Resources Through January 31, 2023

by Category (in \$1,000)



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 6,787	\$ 6,382	\$ 6,694	\$ 312	5%
Lic & Fran	\$ 1,435	\$ 1,164	1,064	(100)	-9%
Fines	\$ 400	\$ 229	150	(79)	-35%
Interest Rev	\$ 15	\$ 9	49	40	435%
Frm Oth Agen	\$ 3,013	\$ 2,540	2,697	157	6%
Svc Chgs	\$ 1,904	\$ 1,196	1,487	291	24%
Other Rev	\$ 2,051	\$ 1,647	1,875	228	14%
Cash Fwd	\$ 1,102	\$ -	-	-	0%
Total	\$16,706	\$ 13,166	\$ 14,016	\$ 849	6.5%

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

FY2022-2023 Monthly Financial Report

City of Hermiston, Oregon

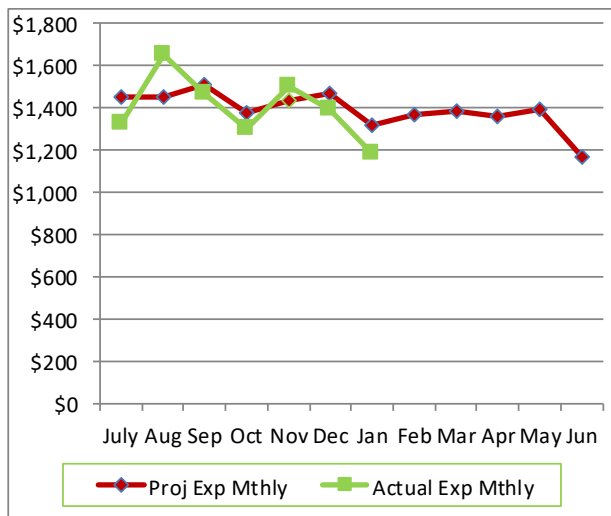
General Fund Expenditures

For the Month Ending January 31, 2023

General Fund Expenditure Summary

Through January 31, 2023

(in \$1,000)



	Proj Exp Mthly	Proj Exp	Actual Exp Mthly	Var Fav/ (Unfav)	% Var
July	\$ 1,454	\$ 1,454	\$ 1,324	\$ 130	9%
Aug	\$ 1,453	\$ 1,453	\$ 1,653	\$ (200)	-14%
Sep	\$ 1,512	\$ 1,512	\$ 1,473	\$ 39	3%
Oct	\$ 1,377	\$ 1,377	\$ 1,304	\$ 73	5%
Nov	\$ 1,440	\$ 1,440	\$ 1,502	\$ (63)	-4%
Dec	\$ 1,466	\$ 1,466	\$ 1,397	\$ 69	5%
Jan	\$ 1,322	\$ 1,322	\$ 1,185	\$ 137	10%
Feb	\$ 1,365	\$ 1,365		\$ -	0%
Mar	\$ 1,386	\$ 1,386		\$ -	0%
Apr	\$ 1,364	\$ 1,364		\$ -	0%
May	\$ 1,398	\$ 1,398		\$ -	0%
Jun	\$ 1,171	\$ 1,171		\$ -	0%
Total YTD	16,706	16,706	9,838	184	1.1%
Contngcy		-	-	-	0%
Total	\$ 16,706	\$ 16,706	\$ 9,838	\$ 184	1.1%

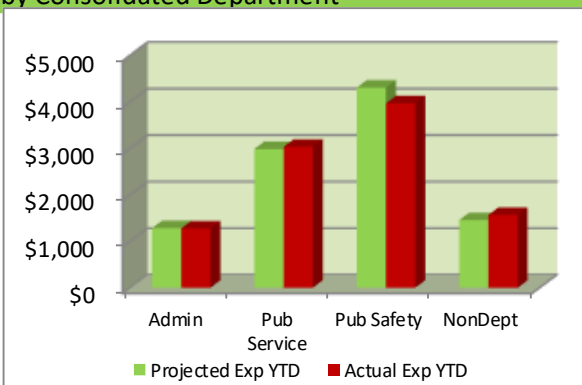
Projected General Fund monthly expenditures for January were **\$1,322,391**. Actual expenditures were **\$1,185,425**, which is **\$136,966 less** than projected for a **variance of 10.4%** for the month, and a positive **1.8% year-to-date**.

General Fund Expenditures

Through January 31, 2023

by Consolidated Department

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Admin	\$ 2,164	1,281	1,274	7	1%
Pub Service	4,985	2,984	3,031	(47)	-2%
Pub Safety	7,066	4,304	3,967	337	8%
NonDept	2,492	1,454	1,567	(113)	-8%
Unapp	-	-	-	-	0%
Total	\$16,706	\$ 10,023	\$ 9,838	\$ 184	1.8%

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

FY2022-2023 Monthly Financial Report

Section 11, Item A.

General Fund Expenditure Detail

For the Month Ending January 31, 2023

General Fund Expenditures by Department

	Annual Projected			Var Fav/ (Unfav)	% Var Fav/ (Unfav)
	Exp	Projected Exp YTD	Actual Exp YTD		
City Council	67,027	52,539	43,888	8,651	16%
City Manager/Legal	1,010,363	589,378	601,521	(12,143)	-2%
City Planning	431,372	251,634	250,964	670	0%
Finance	654,929	387,864	377,708	10,156	3%
Total Administration	2,163,691	1,281,415	1,274,081	7,334	1%
Transportation	297,000	164,693	235,480	(70,787)	-43%
Airport	339,000	167,730	210,946	(43,216)	-26%
Bldg Inspection	600,157	359,869	313,904	45,965	13%
Parks	731,981	437,849	460,810	(22,961)	-5%
Parks/Utility Landscaping	66,861	35,914	19,072	16,842	47%
Pool	585,615	370,180	368,674	1,506	0%
Municipal Buildings	145,173	84,684	93,682	(8,998)	-11%
Library	1,024,415	613,036	544,300	68,736	11%
Recreation	874,159	547,465	644,775	(97,310)	-18%
Community Center	256,122	163,325	104,463	58,862	36%
Harkenrider Center	64,064	39,157	34,523	4,634	12%
Total Public Services	4,984,547	2,983,904	3,030,629	(46,725)	-2%
Court	833,378	555,797	379,547	176,250	32%
Public Safety Center	62,000	37,050	33,052	3,998	11%
Police Operations	6,169,885	3,710,881	3,554,504	156,377	4%
Total Public Safety	7,065,263	4,303,728	3,967,103	336,625	8%
Non-Departmental	2,492,087	1,453,717	1,566,593	(112,876)	-8%
Unappropriated	0	0	0	0	0%
Total Non-Dept	2,492,087	1,453,717	1,566,593	(112,876)	-8%
Total	16,705,588	10,022,765	9,838,406	184,359	1.8%

For January of FY2023, **Total Administration** is \$7,334 less than projected for the month. **Total Public Services** is \$46,725 more than projected this month. **Public Safety** is \$336,625 less than projected for January. **Non-Departmental** is \$112,876 more than projected for the month. The total **General Fund expenses** are \$184,359 less than projected (.53%) for the first seven months of FY2023.

FY2022-2023 Monthly Financial Report

Fund Balance - General Fund

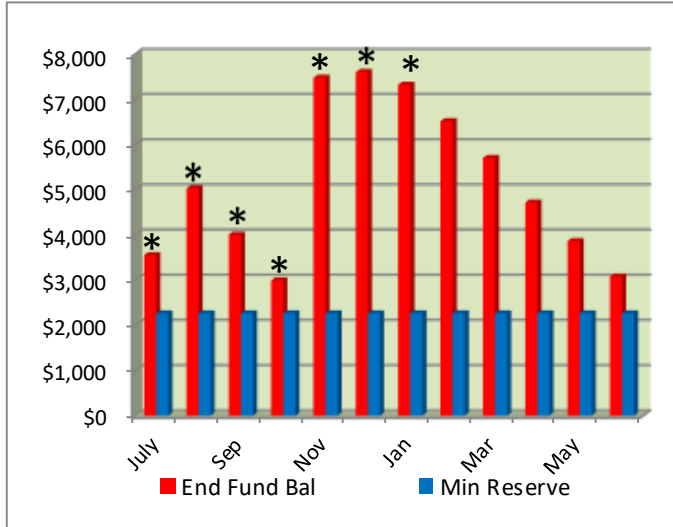
For the Month Ending January 31, 2023

General Fund

Through January 31, 2023

Ending Fund Balance

(in \$1,000)



Minimum Reserve = \$2,264,700

	Begin Fund		End Fund		ACT/PROJ
	Bal	Revenue	Expense	Bal	Fund Bal
July	\$ 3,144	\$ 1,731	\$ (1,324)	\$ 3,551	ACT*
Aug	\$ 3,551	\$ 3,133	\$ (1,653)	\$ 5,031	ACT*
Sep	\$ 5,031	\$ 445	\$ (1,473)	\$ 4,003	ACT*
Oct	\$ 4,003	\$ 295	\$ (1,304)	\$ 2,995	ACT*
Nov	\$ 2,995	\$ 5,983	\$ (1,502)	\$ 7,475	ACT*
Dec	\$ 7,475	\$ 1,526	\$ (1,397)	\$ 7,604	ACT*
Jan	\$ 7,604	\$ 903	\$ (1,185)	\$ 7,322	ACT*
Feb	\$ 7,322	\$ 557	\$ (1,365)	\$ 6,514	PROJ
Mar	\$ 6,514	\$ 573	\$ (1,386)	\$ 5,702	PROJ
Apr	\$ 5,702	\$ 379	\$ (1,364)	\$ 4,717	PROJ
May	\$ 4,717	\$ 544	\$ (1,398)	\$ 3,863	PROJ
June	\$ 3,863	\$ 384	\$ (1,171)	\$ 3,077	PROJ
Total	\$ 3,144	\$ 16,453	\$ (16,521)	\$ 3,077	

The General Fund balance at the end of January for FY2023 is approximately **\$7,322,000**, which is **\$5,037,300** more than the current Minimum Reserve requirement of **\$2,264,700** (or **2.24 times the minimum reserve**).

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

FY2022-2023 Monthly Financial Report

Special Revenue Funds Report

For the Month Ending January 31, 2023

Special Revenue Funds Resources & Requirements

	2022-23		Remaining Budget
	Annual Budget	Actual YTD	
02 Bonded Debt Fund			
Resources	634,018	390,597	243,421
Expenditures	531,720	498,409	33,311
Unappropriated Balance	102,298	N/A	N/A
05 Transient Room Tax (TRT)			
Resources	998,800	861,434	137,366
Expenditures	998,800	614,755	384,045
Unappropriated Balance	-	N/A	N/A
08 Reserve Fund			
Resources	21,968,083	3,956,091	18,011,992
Expenditures	20,873,689	3,094,618	17,779,071
Unappropriated Balance	1,094,394	N/A	N/A
11 Miscellaneous Special Revenue			
Resources	141,000	28,504	112,496
Expenditures	141,000	49,964	91,036
Unappropriated Balance	-	N/A	N/A
19 Christmas Express Special Revenue			
Resources	35,000	20,679	14,321
Expenditures	35,000	20,599	14,401
Unappropriated Balance	-	N/A	N/A
20 Law Enforcement Special Revenue			
Resources	84,014	10,324	73,690
Expenditures	65,000	12,532	52,468
Unappropriated Balance	19,014	N/A	N/A
21 Library Special Revenue			
Resources	33,000	4,258	28,742
Expenditures	33,000	1,066	31,934
Unappropriated Balance	29,700	N/A	N/A
23 Enterprise Zone Project Fund			
Resources	1,648,699	620,000	1,028,699
Expenditures	885,325	885,325	-
Unappropriated Balance	763,374	N/A	N/A
25 EOTEC Operations			
Resources	956,316	468,770	487,546
Expenditures	956,316	556,847	399,469
Unappropriated Balance		N/A	N/A
26 IT Services			
Resources	806,000	388,936	417,064
Expenditures	806,000	407,301	398,699
Unappropriated Balance		N/A	N/A

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

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

FY2022-2023 Monthly Financial Report

Utility and Street Funds Report

For the Month Ending January 31, 2023

Utility and Street Funds Report

Resources & Expenditures

	2022-2023		Actual YTD	Variance	
	Annual Budget	Projected YTD		Fav/(Unfav)	% Variance
04 Street Fund					
Resources	1,843,007	1,053,015	937,382	(115,633)	-11%
Expenditures	1,813,007	1,057,587	834,458	223,129	21%
Contingency	30,000	N/A	N/A	N/A	N/A

06 Utility Fund					
Resources	11,806,391	6,285,708	6,388,705	102,997	2%
Expenditures	10,728,239	6,258,139	5,246,731	1,011,408	16%
Contingency	1,078,152	N/A	N/A	N/A	N/A

13 HES Fund					
Resources	12,495,134	5,722,500	6,762,434	1,039,934	18%
Expenditures	9,945,430	5,801,501	5,953,559	(152,058)	-3%
Contingency	2,549,704	N/A	N/A	N/A	N/A

15 Regional Water Fund					
Resources	1,874,653	788,083	782,833	(5,250)	-1%
Expenditures	1,206,031	703,518	562,526	140,992	20%
Contingency	668,622	N/A	N/A	N/A	N/A

All four of these funds are projected on a straight line, 1/12th of budgeted expense or revenue per month.

Revenues for the **Street Fund** are **\$115,633** less than projected. Expenditures are **\$223,129** below projected.

Revenues in the **Utility Funds** are **\$102,997** above projected. Expenditures are **\$1,011,408** below projected.

The **HES Fund** revenue is **\$1,039,934** more than projected. Expenditures are **\$152,058** above projected.

The **Regional Water Fund** revenues are **\$5,250** less than projected. Expenditures are **\$140,992** below projected.

FY2021-2022 Monthly Financial Report
City of Hermiston, Oregon
Utilities/Streets Capital Projects Report
For the Month Ending January 31, 2023

	2022-2023 Budget	YTD Expenditures	Project Budget	Project To-Date Expenditures	% Complete
Geer & Harper Re-alignment	\$ 125,000	\$ -	\$ 1,500,000	\$ 11,062	0.74%
N. 1st Place Reconstruction	\$ 4,500,000	\$ 188,433	\$ 4,500,000	\$ 270,433	6.01%
Well #6 Backup Generator	\$ 320,000	\$ -	\$ 380,000	\$ 41,929	
N. 1st Place Water Line Replacement	\$ 100,000	\$ 197,945	\$ 800,000	\$ 223,953	27.99%
Gladys & Main Waterline Replacement	\$ 100,000	\$ 70,769	\$ 1,180,000	\$ 70,769	6.00%
Lift Station #6 Reconstruction	\$ 620,000	\$ 553,649	\$ 620,000	\$ 585,237	94.39%
McDonald's & 395 Sewer Main Replacement	\$ 330,000	\$ 2,464	\$ 330,000	\$ 24,464	7.41%
Lift Station #3 Upgrade	\$ 550,000	\$ 829,197	\$ 900,000	\$ 1,188,271	132.03%
Total	\$ 6,645,000	\$ 1,842,457	\$ 10,210,000	\$ 2,416,118	23.66%

Geer & Harper Re-alignment

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

Current Update: No change in the status of this project. Still waiting for additional right-of-way acquisition.

North 1st Place Reconstruction

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

Current Update: Bids were opened and were very competitive. Construction will begin soon.

Well #6 Backup Generator

Well No. 6 is the primary well and the only well available that could provide minimal water supply to lower pressure zones in the city during a power outage. The current pump was last repaired in 1994, and the backup pump lacks the capacity to service the pressure zone. The pump covers service area including Walmart Distribution Center, Eastern Oregon Higher Education Center, Pioneer Seed, and EOTEC. Preventative maintenance will avoid significant inconvenience and loss of water to area businesses.

Current Update: Project still delayed by supply-chain issues holding up actual delivery of the generator. Now anticipated delivery to occur in late Spring '23.

North 1st Place Water Line Replacement

This project will eliminate failing, deteriorating lines which will minimize future repair work. It will also eliminate steel pipes from the 1920’s and will improve public safety by ensuring no lead pipes.

Current Update: : Bids were opened, and were very competitive. Construction will begin soon.

FY2021-2022 Monthly Financial Report

City of Hermiston, Oregon

Utilities/Streets Capital Projects Report

For the Month Ending January 31, 2023

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Total	\$ 6,645,000	\$ 1,842,457	\$ 10,210,000	\$ 2,416,118	23.66%

Gladys & Main Waterline Replacement

Sections of this water distribution system were installed in the 1920s with steel pipe – some of the oldest pipe in the city water system. This project will eliminate failing, deteriorating and undersized line, reduce repair work, and improve public safety.

Current Update: This project is being pushed back to occur in late 2023 due to internal staff capacity. Moving the N 1st waterline project back to coincide with the N 1st roadway project will result in a large project occurring in early 2023; meanwhile, the request from Amazon Data Services to supply regional water will also result in a very large project occurring there in early/mid 2023. Delaying the Gladys & Main project will result in better oversight of the project.

Lift Station #6 Reconstruction

Lift station #6 was built in 1981. The submersible duplex pump station has experienced corrosion of both metal and brick. Replacement of the wetwell will increase capacity, eliminate porous brick, and safeguard the environment. Ventilation of the structure is inadequate and electrical systems are nearing the end of their useful life.

Current Update: The project has been completed. Although the low bid for this project came in \$89,000 higher than originally estimated, the project was able to realize significant savings by phasing-off much of the paving and sidewalk replacement and leaving that to be included with the work for the North 1st Place reconstruction. Therefore, the final cost of \$612,000 only came in \$12,000 higher than the original estimate.

McDonald's & 395 Sewer Main Replacement

Segments of this piping have been found to have structural failures in multiple locations and failing joints. These line failures cause pipe blockage and requires monthly cleaning. In addition, pipe failures may be allowing sewage to exfiltrate the surrounding soil. A new sewer line would eliminate current monthly maintenance costs and provide watertight lines to protect existing groundwater resources from contamination.

Current Update: Council adopted the necessary resolution to advance this project in November. Anderson Perry is now working to finalize bid documents to advertise and award a contract in January/February.

FY2021-2022 Monthly Financial Report

Section 11, Item A.

City of Hermiston, Oregon Utilities/Streets Capital Projects Report For the Month Ending January 31, 2023

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Total	\$ 6,645,000	\$ 1,842,457	\$ 10,210,000	\$ 2,416,118	23.66%

Lift Station #3 Upgrade

Lift Station No. 3 was built in approximately 1981 and is located underneath Highway 395. The pump and electrical systems need to be replaced. This project calls for the install of duplex pumps and upgraded electrical and control systems. It also will include evaluation of extending a gravity line to Lift Station No. 6, which is also in poor shape. Extending the line under Union Pacific Railroad tracks may be more cost effective than replacing both lift stations. Traffic control will be necessary during design phase

Current Update: *The project has been winterized, with the final work to occur on Highway 395 re-starting in the spring.*

Regional Water System AWS Phase 1

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

Current Update: *The project has been Awarded to Rotschy, Inc. for \$2.8 million. Mobilization should begin in late February, with project completion anticipated by September 2023.*

Penney Ave. Extension

Business Oregon awarded a grant of approximately \$600,000 to cover half of the cost of constructing an extension of Penney Ave. between Kelli Blvd. and US395. Council approved using ARPA funds to cover the local match (half). This project implements the Transportation System Plan by adding an additional connection in to the southern industrial area of the City.

Current Update: *Final Right of Way acquisition was completed in December. Anderson Perry is finalizing it's design which was awaiting ROW, and anticipates advertising in late January, award in early March, with project completion anticipated in late Fall, '23.*



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
 For the Meeting of February 27, 2023

Title/Subject

Accept the, “Hermiston Industrial Lands- Site Development Assessment Report.”

Summary and Background

This item will be presented and discussed at-length during the February 27 Council Work Session.

It became obvious to City Staff in early 2022 that in a very short amount of time, the community would be sold-out of large acreage industrial parcels which are large enough to support potential new large-scale employers. As a result, the Oregon Business Development Department recommended the firm of Maul Foster & Alongi (MFA) to help conduct an analysis of other large acreage sites within the vicinity of the City’s Urban Growth Boundary, in order to inform the best steps for the community moving forward for allocating resources to assist with economic development.

City Staff worked closely with MFA throughout 2022 to inform their analysis of the community’s available industrial land. They have now completed their report, and it is recommended that City Council accept this report. The main findings in the report are:

- The city has identified planned developments (lands with issued building permits) on existing vacant industrial-zoned land in the study area that limit potential industrial development.
- The city includes roughly 234 acres of readily developable industrial land.
- Only 10 acres of land in the study area are utility-served, platted, and graded, and most available industrial sites require infrastructure investment.
- There are nearly 800 acres of developable land within one mile outside the UGB.
- Working-age demographic groups are growing in the county and the city.
- Industrial job growth and land demand in the Columbia Basin Region (the region) are expected to grow into 2030.

- The city and the county have limited large industrial building stock and nearly industrial vacancy.
- City annexations and a UGB amendment by way of an updated Economic Opportunity Analysis (EOA) or “Replenishment Method” will be required to make new industrial land available in the city.

By accepting this report, City Staff will be able to provide this report to interested private development and property owners as a guide for moving forward with expanding the Urban Growth Boundary to accommodate more large acreage industrial sites.

Tie-In to Council Goals

Economic Gardening.

Fiscal Information

Acceptance of this report does not create any ongoing fiscal obligation on the City.

Alternatives and Recommendation

Alternatives

1. Accept the draft report as presented.
2. Request changes to be brought back at a future meeting.
3. Table

Recommended Action/Motion

Motion to accept the draft report as presented.

Submitted By:

Mark Morgan, Assistant City Manager

DRAFT

HERMISTON INDUSTRIAL LANDS

SITE DEVELOPMENT ASSESSMENT



Prepared for
CITY OF HERMISTON
HERMISTON, OREGON
February 22, 2023
Project No. M2343.01.001

Prepared by
Maul Foster & Alongi, Inc.
3140 NE Broadway Street, Portland, OR 97232

HERMISTON INDUSTRIAL LANDS

SITE DEVELOPMENT ASSESSMENT

The material and data in this report were prepared under the supervision and direction of the undersigned.

MAUL FOSTER & ALONGI, INC.

(Signee's Name)
(Signee's Title)

(Signee's Name)
(Signee's Title)

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- 1-1 STUDY AREA MAP

ACRONYMS AND ABBREVIATIONS

city	City of Hermiston
county	Umatilla County
DLCD	Oregon Department of Land Conservation and Development
EOA	Economic Opportunity Analysis
MFA	Maul Foster & Alongi, Inc.
OAR	Oregon Administrative Rules
OED	Oregon Employment Department
the region	the Columbia Basin Region; consists of Umatilla and Morrow counties
RMV	real market value
TA	Technical Assistance
UGB	Urban Growth Boundary

DRAFT

1 INTRODUCTION

1.1 Project Background

Planned and recently completed large-scale industrial developments in the City of Hermiston (city) and Umatilla County (county) have resulted in job creation and fortified their tax base. These developments demonstrate to the market that the city is well located, is business friendly, and has the workforce to support industrial businesses. However, there is reduced availability of industrially zoned property to support new industrial users seeking large tracts of land. Because of this land availability concern, the city engaged Maul Foster & Alongi, Inc. (MFA) to quantify the readiness and suitability of its remaining supply and evaluate the developability of industrially zoned properties beyond the city limits. Based on this information and a review of current market demand for industrial land, the city can take measures to ensure a sufficient supply of developable and shovel-ready industrial land in the city.

1.2 Study Area

The study area is comprised of the following three subareas: land within the city limits, unincorporated county land outside the city limits but within the Urban Growth Boundary (UGB), and unincorporated county land that is within 1 mile of the UGB. The map on the attached Figure 1-1 depicts the study area and three subareas.

1.3 Large-Scale Industrial Development

For purposes of this study, large-scale industrial development is defined as manufacturing or distribution uses on land that covers 5 acres or more. A 5-acre site could support a roughly 65,000-square-foot industrial building. This assumes that a typical building footprint would occupy 30 percent of the site and the remaining land would be used for parking, circulation, stormwater management, and setbacks. The analysis also assumes that a site may include the sum of adjoining parcels if the parcels have related ownership.

1.4 Summary of Findings

- The city has identified planned developments (lands with issued building permits) on existing vacant industrial-zoned land in the study area that limit potential industrial development.
- The city includes roughly 234 acres of readily developable industrial land.
- Only 10 acres of land in the study area are utility-served, platted, and graded, and most available industrial sites require infrastructure investment.
- There are nearly 800 acres of developable land within one mile outside the UGB.

- Working-age demographic groups are growing in the county and the city.
- Industrial job growth and land demand in the Columbia Basin Region (the region) are expected to grow into 2030.
- The city and the county have limited large industrial building stock and nearly no industrial vacancy.
- City annexations and a UGB amendment by way of an updated Economic Opportunity Analysis (EOA) or “Replenishment Method” will be required to make new industrial land available in the city.

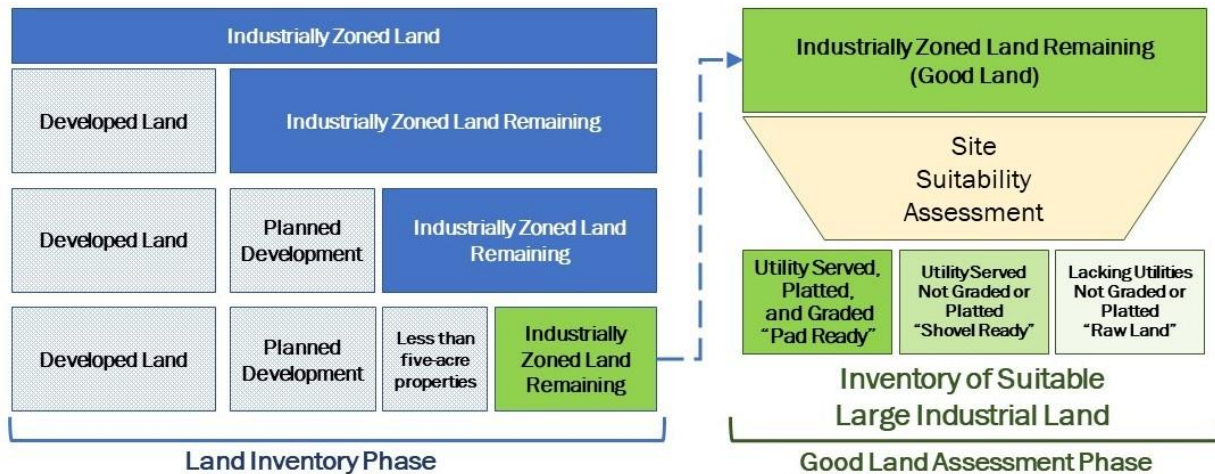
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2 INDUSTRIAL LANDS IN HERMISTON

2.1 Approach

MFA used a two-step approach to develop an inventory of industrial land suitable for large-scale development. First, the study took a filtered or tiered approach to narrow the potential industrial developable lands in the area. Next, MFA assessed the potential for industrial development of the sites that are over 5 acres and meet the “Good Land” criteria of being vacant or underutilized¹ and not having any planned development. Figure 2-1 illustrates this approach. Prevalence of industrial sites of less than 5 acres can strengthen the city’s portfolio of industrial land, but this study focuses on large industrial development. Acreage of all available industrial land regardless of size is captured in Section 2.2.2. Property profiles of the Good Land were created to detail opportunities for and constraints against development (see Appendix A). This approach allows inventory and categorization of land as pad-ready, shovel-ready, or raw.² Further, this analysis summarizes the quantity and acreages of sites in each readiness category.

Figure 2-1: Study Approach



¹ Utilization category is calculated based on the utilization ratio criteria established in OR 660-038-0120. If the ratio of real market value (RMV) of the improvements over the RMV of the land is less than 0.05 or the RMV of the improvement is less than or equal to \$5,000, then the property is considered vacant. If the utilization ratio is between 0.05 and 0.4, then the land is partially vacant. If the utilization ratio is greater than 0.4, then the property is considered developed. MFA conducted a visual survey using an aerial image dated November 2021 to verify that vacant land had not been improved. If new construction was observed, then the property was changed from vacant to developed.

² Readiness categories are defined by MFA as pad-ready, shovel-ready, and raw land. Pad-ready is industrial land that is platted, served with utilities, and graded. These sites are nearly ready for vertical construction. Shovel-ready is industrial land that has utilities but is not graded or platted. Earthwork and city processes are required before vertical construction can begin. Finally, raw land is industrially zoned land that lacks utilities, grading, and plating.

2.2 Inventory of Industrial Land

The inventory of vacant or partially vacant land zoned for industrial use in the study area informed where and how much land is available for development. MFA analyzed the Umatilla County parcel and building data and paired them with the regulatory zoning designation for the city or the county, depending on jurisdiction. For parcels where zoning designation data did not exist, MFA used the Comprehensive Plan future land use designation (City 2010). The following subsections characterize the inventory in the study area.

2.2.1 Utilization of Industrial Land in the Study Area

The study area includes land—in the city, within the UGB but outside the city, and within a mile of the UGB—that was analyzed for industrial development potential. In this section, MFA analyzes the parcels based on their utilization ratio to determine if they were vacant, partially vacant, or developed.

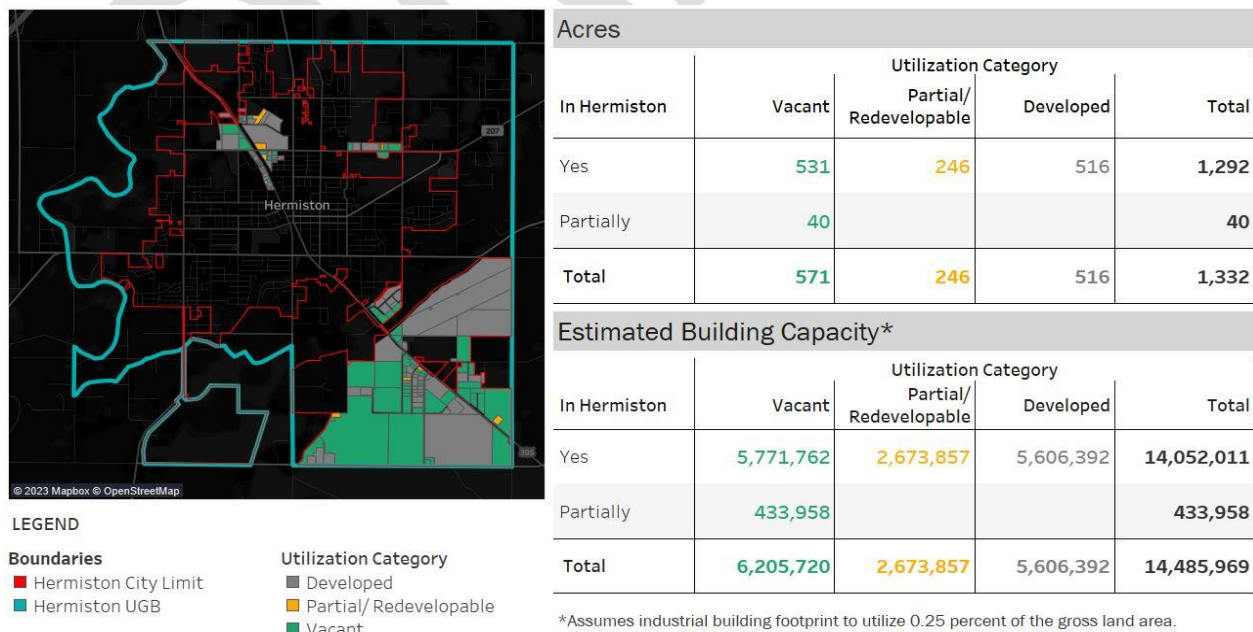
2.2.1.1 Industrial Land in the City

The city currently contains the following acreages of developed, partially vacant, and vacant industrial permitted lands:

- 1,332 acres of industrial permitted land under all utilization categories
- 516 acres (39.9 percent) of industrial permitted land: currently developed
- 246 acres (19.0 percent) of industrial land: partially vacant
- 571 acres (44.2 percent) of the share of industrial permitted land in the city: vacant

Figure 2-2 summarizes the acres of industrial land in the city.

Figure 2-2: Industrially Permitted Land in the City of Hermiston



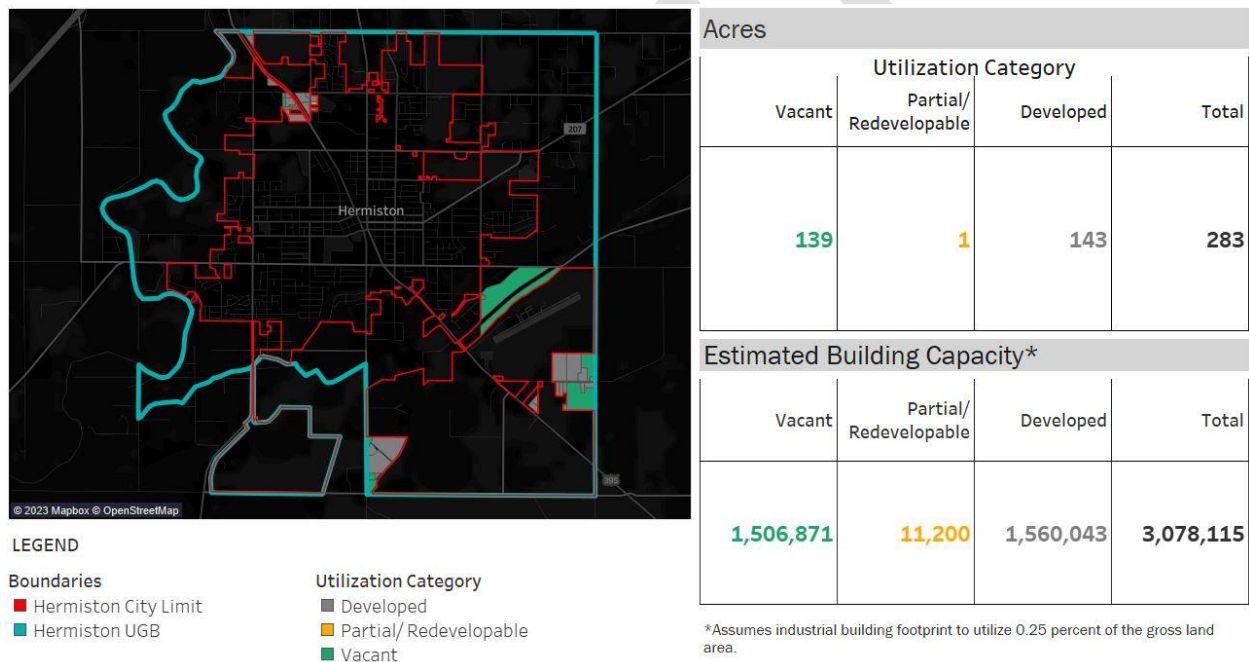
2.2.1.2 Available Industrial Land within the UGB

This area currently contains the following acreages of developed, partially vacant, and vacant industrial permitted lands:

- 283 acres of industrial permitted land under all utilization categories
- 143 acres (50.5 percent) of industrial permitted land: currently developed
- 1 acre (<1 percent) of industrial land: partially vacant
- 139 acres (49.1 percent) of the share of industrial permitted land in the city: vacant

Figure 2-3 profiles the acres of industrial land in the UGB.

Figure 2-3: Industrially Permitted Land within the UGB



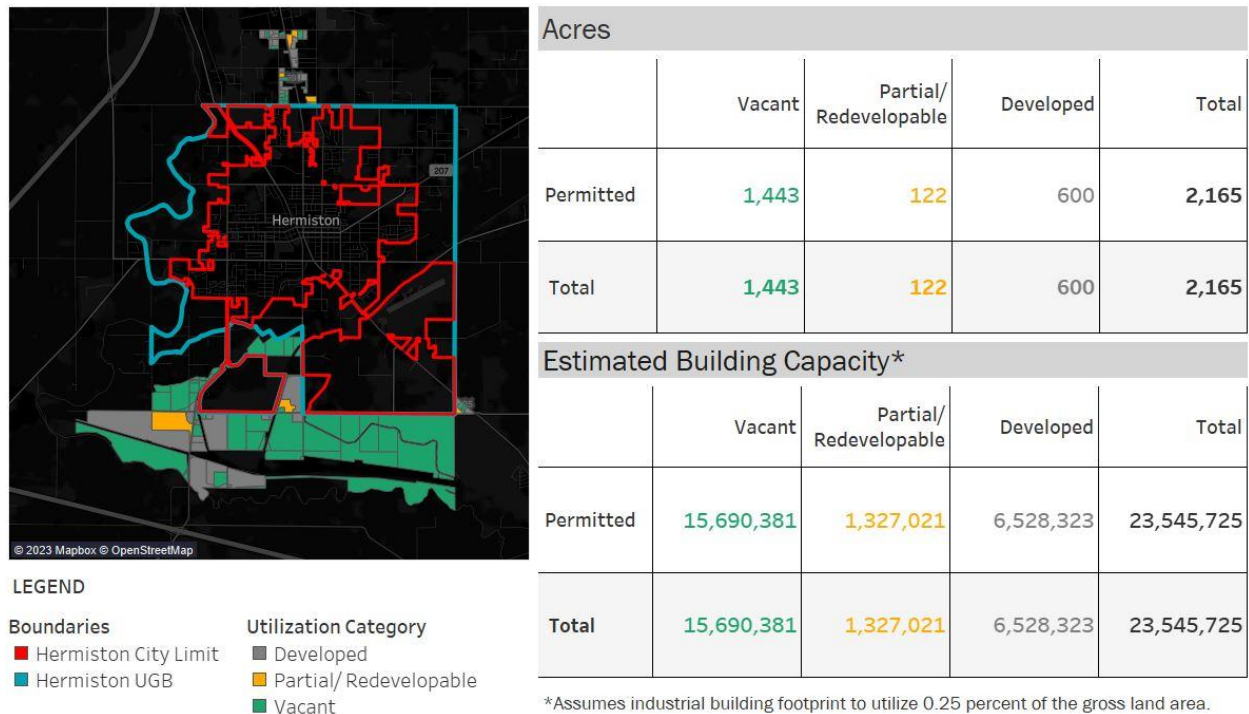
2.2.1.3 Available Industrial Land Outside the UGB

The area within 1 mile of the UGB area currently contains the following acreages of developed, partially vacant, and vacant industrial permitted lands:

- 2,165 acres of industrial permitted land under all utilization categories
- 600 acres (29.0 percent) of industrial permitted land: currently developed
- 122 acres (6.3 percent) of industrial land: partially vacant
- 1,443 acres (64.7 percent) of the share of industrial permitted land in the city: vacant.

Figure 2-4 profiles the acres of industrial land in the UGB.

Figure 2-4: Industrially Permitted Land up to 1 Mile beyond the UGB



2.2.2 A Closer Look

MFA advanced the analysis of 3,740 acres of vacant, partially vacant, and developed industrial land by verifying and enhancing the parcel data. The following steps were taken to enhance the vacant and redevelopable parcel data:

- Verified that vacant and partially vacant land had not been developed since the last refresh of the assessor data. Several significant parcels were identified as developed and reclassified.
- Classified parcels for which development had been planned and that therefore were unavailable for new industrial uses.
- Classified parcels with definitive ownership such as Union Pacific Railroad or local utilities that would deter future development as developed or utility land.

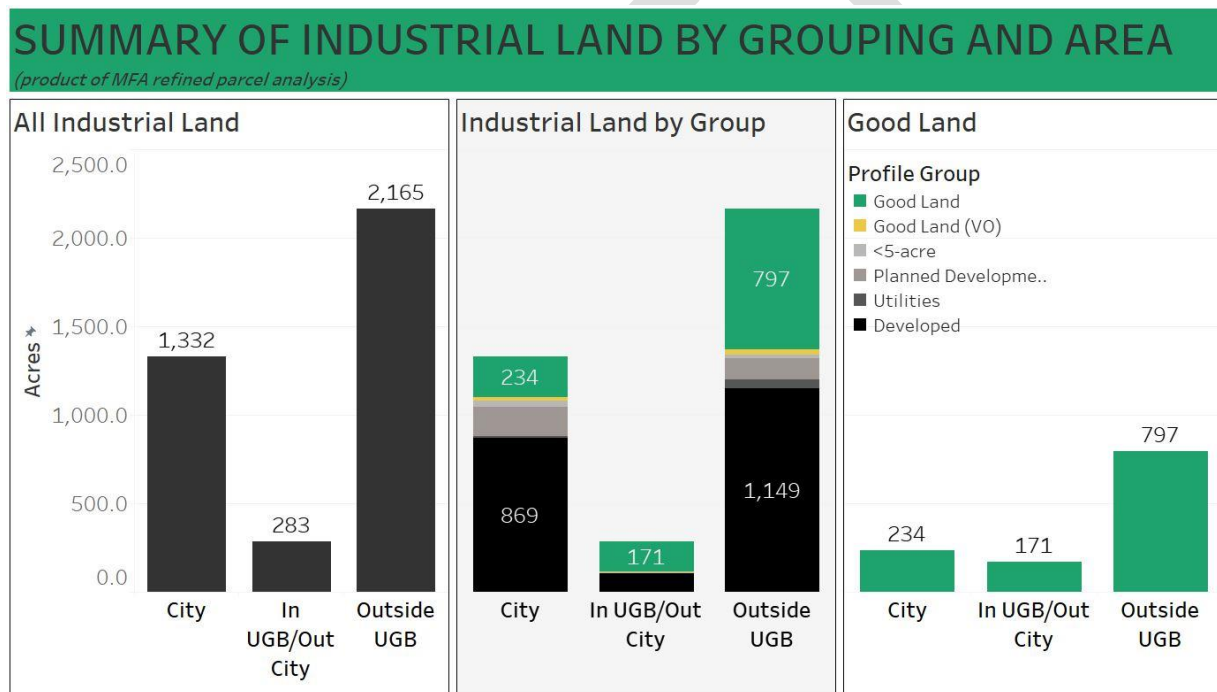
The remaining vacant and partially vacant parcels were then grouped by common ownership. Assemblages of more than 5 acres in area and with varying ownership were identified as “Good Land (VO).” Parcels and assemblages of under 5 acres were identified and grouped into their own category because industrial properties of this size are unlikely to be developed by a major industrial user. What was left over was Good Land or land that was at least 5 acres and vacant or partially vacant.

While the utilization ratio analysis found 2,153 acres of vacant land and 369 acres of developable land (2,522 total), the additional scrutiny placed on the data revealed less than half that amount to be

suitable for industrial development. After accounting for on-the-ground conditions, planned developments, railroad-owned property, utility-owned land, and land of less than 5 acres, the study area has 24 properties that are vacant or partially vacant and at least 5 acres, for a total of 1,202 acres. The total acreage of vacant and partially vacant industrial sites in the study area that are less than 5 acres in area is 58 acres, 34 of which are in the city.

Only 234 acres, or 20 percent, of the total 1,202 acres in the study area available for industrial development are in the city. There are 171 acres of vacant and partially vacant industrial land on four properties within the UGB but outside the city. Most of the developable industrial land in the study area is outside the UGB. There are 797 acres representing 66 percent of the total on 11 properties. Figure 2-5 shows the summary of industrial land in the study area between the three geographies. Maps illustrating the locations of these properties can be found in Appendix A.

Figure 2-5: Developed Land Summary



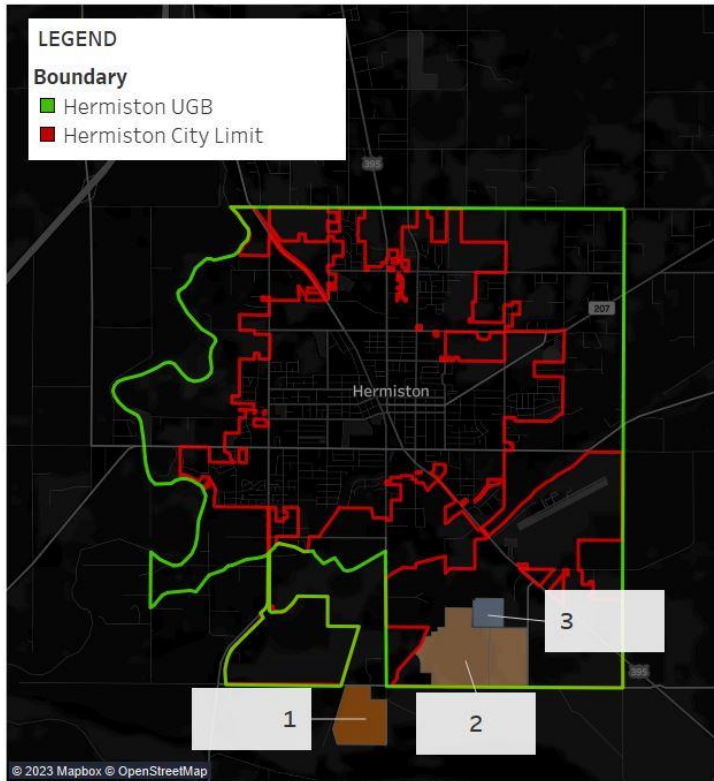
2.2.3 Summary of Proposed Developments

Two hundred eighty-two acres (7.3 percent) of industrial permitted land in the city is proposed for development and therefore is unavailable for future industrial development (see Table 2-1). Amazon Web Services holds permits and has had Enterprise Zone benefits allocated to their developments on properties one and two (shown in Figure 2-6).

Table 2-1 Summary of Proposed Development Land Profiles

Assemblage/ Property Number	Assemblage/Property Title	Acres	Ownership	Location
1	Planned Development: 118-acre property; Amazon	118	Amazon Web Services	Outside UGB
2	Planned Development: 125-acre assemblage; Amazon	125	Amazon Web Services	In city
3	Planned Development: 38-acre property; Auto Parts Project	38	Starline Properties LLC	In city

Figure 2-6: Proposed Development Summary



In Hermiston

Acres	Property Count	Acres Per Property	Building Capacity (Est)
164	2	81.9	4,593,752

Outside UGB

Acres	Property Count	Acres Per Property	Building Capacity (Est)
118	1	118	3,322,903

*Assumes industrial building footprint to utilize 0.25 percent of the gross land area.

3 PROPERTY PROFILES

Excluding proposed developments, 24 properties in the study area, totaling 1,202 acres, meet the Good Land criteria. These properties and assemblages are profiled to highlight development challenges, especially in the city. The property profiles and the results of the market assessment in Section 4 underscore the need for UGB amendment. Appendix A provides a location map and profiles for the properties included in Table 3-1. The properties are given “Development Potential” scores based on whether they are pad-ready (high), shovel-ready (medium), or raw land (low). Development

Potential scoring was based on criteria including access to utilities, transportation access, shape, and geographic and topographical barriers.

The Almaguer Property (9.9 acres) is the only identified pad-ready property within city limits despite not having readily available access to sewer connection. Most of the available sites in the city are undeveloped and without broadband or utility access. For the largest property in the UGB (Kopacz Raymond Property), a rezone to residential use is pending. The remainder of the UGB would require annexation for access to utilities. Most of the available profiled properties are outside the UGB. All these sites would require UGB amendment and annexation to access utilities. Several sites face access challenges posed by rail location, irregular shape, and other topographic barriers. The two largest properties identified, JB Land Property (240 acres) and TCNB Property (232 acres), abut the city limits.

Table 3-1: Development Challenges to Good Land in the City of Hermiston

Profile Properties	Acres	Challenges to Development	Development Potential
In City			
Verdon Property	89.3	Significant truck traffic	Medium
Medelez_Benito Property	31.7	Irregular shape	Medium
Medelez_Benito Property	8.8	Undeveloped and divided by access road	Low
Stanfield Property	25.5	No direct highway access	Medium
JJA Properties Property	7.6	Undeveloped, no broadband	Medium
Hanson Property	5.5	Undeveloped, no broadband	Medium
LULU Property	38.6	Undeveloped, no broadband	Medium
Cook Property	17.4	Undeveloped, no sewer connection, no broadband	Medium
Almaguer Property	9.8	Pad-ready, no sewer connection	High
In UGB			
Arthur Property	33.5	No utilities, adjacent to residential area	Low
Kopacz Raymond Property	80.4	Undeveloped, limited sewer and water, no broadband, bisected by rail and powerline, pending rezone to residential	Medium
Murray Property	19.5	Access to water and sewer requires annexation, no broadband	Medium
Hall Property	37.1	No utilities, irregular shape	Low
Outside UGB			
JB Land Property	239.8	No sewer connection, no broadband, split power territory, access challenges due to rail location	Medium
TCNB Property	232.5	No utilities, split power territory, and unknown power capacity	Medium
Blanc Realty Property	79.6	Irregular shape, no utilities, and unknown power capacity	Medium
JB Land Property	11.8	No utilities and unknown power capacity	Medium
Newman Property	134.9	No sewer, no broadband, split power territory and unknown power capacity	Medium
State of Oregon Property	34.6	No utilities, challenging to access, unlikely seller	Low
Newman Property	26	No utilities, challenging to access	Low

Profile Properties	Acres	Challenges to Development	Development Potential
Jaber Property	16.6	Irregular shape, no water, no sewer	Low
Bruce Property	9	Water and sewer capacity concerns	Medium
Lopez Property	6.7	Access to water and sewer requires UGB amendment and annexation; no broadband, unknown power capacity	Low
Menchaca Property	5.5	No utilities, significant topographic and geological barriers	Low

Table 3-2 summarizes the development potential assessment. There are limited opportunities (234 acres) for industrial development in the city. Most of the Good Land in the city is shovel-ready. There are only 10 acres of pad-ready industrial land in the city and the study area. Most of the Good Land identified in the study area is outside the UGB and is shovel-ready.

Table 3-2: Summary of Good Land Development Potential

Development Potential	Acres	Properties
In City		
High	10	1
Medium	216	7
Low	9	1
Total	234	9
In UGB		
High	0	0
Medium	100	2
Low	71	2
Total	171	4
Outside UGB		
High	0	0
Medium	708	6
Low	89	5
Total	797	11

4 MARKET ASSESSMENT

4.1 Demographics

4.1.1 Population

The region consists of Umatilla and Morrow counties and is home to about 94,320 people as of 2020. Between 2010 and 2020, the area grew by over 7,258 residents, with an annual growth rate of 0.8

percent (Table 4-1). The county accounts for most (86 percent) of the region’s population and grew by 5,605 people between 2010 and 2020.

Table 4-1: Population Change by County and Region, 2010–2020

Area		2010 Population	2020 Population	Growth 2010–2020	Annual Growth Rate
Regional Market Area	Umatilla County	75,889	81,495	5,605	0.7%
	Morrow County	11,173	12,825	1,652	1.3%
	Columbia Basin Region	87,062	94,320	7,258	0.8%

Sources: PSU. 2010. *Population Estimates for Oregon Counties*. Portland State University: Portland, OR. July 1. PSU. 2020. *Population Estimates for Oregon Counties*. Portland State University: Portland, OR. July 1.

Based on ten-year projections, population in the region will dip slightly (Table 4-2). The county’s growth rate is expected to drop from 0.7 percent to 0.5 percent, and Morrow County’s growth rate is expected to dip from 1.2 percent to 0.5 percent.

Table 4-2: Projected Population Growth by County and Region, 2020–2030

Area		2020 Population	2030 Population	Growth 2020–2030	Annual Growth Rate
Regional Market Area	Umatilla County	78,692	82,943	4,251	0.5%
	Morrow County	12,329	12,960	631	0.5%
	Region	91,021	95,903	4,882	0.5%

Source: PSU. 2022. *Current Forecast Summaries for All Areas*. Portland State University: Portland, OR. June 30.

Between 2020 and 2030, both the county and the region are expected to experience growth in working age populations (15 to 54 years old) (see Table 4-3). It is expected that during the same time, the county and the region will lose members of the population aged between 55 and 69, who typically have more working experience. Overall, growth in younger working age populations signifies the potential for a labor force that can support an increased demand for industrial space in the county and the region.

Table 4-3: Projected Population Growth by Age Group, Umatilla County and the Region, 2020–2030

Age	Umatilla County			Region		
	2020	2030	Change	2020	2030	Change
00-04	4,818	5,241	423	5595	6016	421
05-09	5,545	5,265	-279	6401	6141	-259
10-14	5,747	5,128	-618	6702	6022	-680
15-19	5,461	5,609	148	6333	6421	88
20-24	4,974	5,395	421	5776	6102	326
25-29	5,220	5,388	168	5958	6020	62

Age	Umatilla County			Region		
	2020	2030	Change	2020	2030	Change
30-34	4,967	5,309	342	5609	6140	530
35-39	5,255	5,585	331	6095	6494	400
40-44	4,827	5,143	315	5594	5887	292
45-49	4,593	5,112	519	5355	5974	618
50-54	4,545	4,680	134	5199	5440	242
55-59	4,865	4,534	-331	5597	5324	-272
60-64	4,821	4,370	-450	5681	5046	-635
65-69	4,530	4,463	-68	5256	5163	-93
70-74	3,413	4,146	732	3985	4900	915
75-79	2,271	3,586	1,315	2638	4160	1522
80-84	1,482	2,344	862	1705	2718	1013
85+	1,358	1,646	288	1543	1937	394
Total	78,692	82,943	4,251	91021	95903	4,882

Sources: PSU. 2019. *Coordinated Population Forecast for Morrow County, Its Urban Growth Boundaries (UGB), and Area Outside UGBs 2019–2069*. Portland State University: Portland, OR. June 30.
 PSU. 2019. *Coordinated Population Forecast for Umatilla County, Its Urban Growth Boundaries (UGB), and Area Outside UGBs 2019–2069*. Portland State University: Portland, OR. June 30.

4.2 Employment

4.2.1 Labor Force and Unemployment

The county has a total labor force of over 38,000 people (Table 4-4). Since 2012, the county’s labor force has grown at a slower rate than growth across the state. The unemployment rate in the county is 4.3 percent, 0.3 percent higher than Oregon’s.

Table 4-4: Labor Force Trends, 2012–2022

Column Head	Umatilla County			Oregon		
	2012	2022	Annual Change	2012	2022	Annual Change
Labor force	36,889	38,000	0.3%	1,964,662	2,196,152	1.2%
Employment	33,549	36,359	0.8%	1,791,248	2,108,952	1.8%
Unemployment	3,340	1,641	-5.1%	173,414	87,200	-5.0%
Unemployment rate	9.1	4.3		8.8%	4.0	

Source: Oregon Employment Department. n.d. Qualityinfo.org, accessed January 4, 2023.
<https://www.qualityinfo.org/uesti?lfAreacode=4101000000,4104000059&lfAdjusted=y&lfMeasure=all&lfYear=2012&lfRpt=statistic&lfYear=2022>

4.2.1 Employment by Industry

The Oregon Employment Department (OED) estimates and forecasts employment trends in eastern Oregon. According to OED estimates, total employment in the region is anticipated to jump from 39,810 to 45,390 between 2020 and 2030 (Table 4-5). Manufacturing jobs in the region are expected to grow by 730 between 2020 and 2030. New industrial development will be required to accommodate the growing manufacturing job base in the region over the next decade. Assuming that each new industrial employee will require 1,000 to 3,000 square feet³ of employment land, the region will need 730,000 to 1,095,000 square feet of new industrial land by 2030. This amount of land could be absorbed by one or two major developments. The city will be required to increase its industrial lands inventory to remain competitive for large-lot and data center industrial site selection.

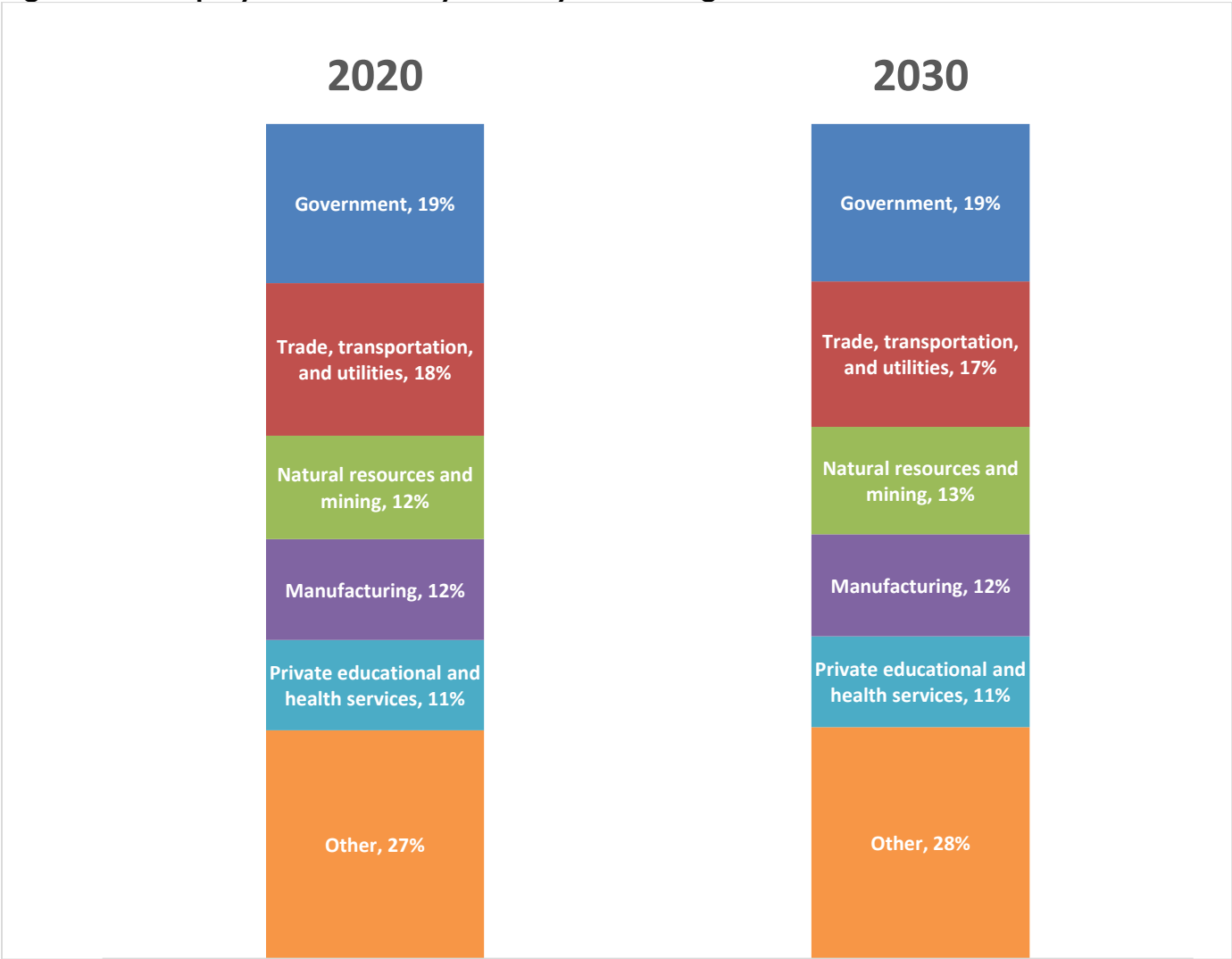
Table 4-5: Employment by Industry, Eastern Oregon, 2020–2030

Industry	2020	2030	Change
Construction	1,310	1,410	100
Natural resources and mining	4,940	5,850	910
Manufacturing	4,810	5,540	730
Trade, transportation, and utilities	7,280	7,910	630
Information	940	1,210	270
Financial activities	850	920	70
Professional and business services	1,610	1,840	230
Private educational and health services	4,300	4,940	640
Leisure and hospitality	2,480	3,260	780
Other services	770	920	150
Government	7,590	8,560	970
Self-employment	2,930	3,030	100
Total employment	39,810	45,390	5,580
Source: OED.2021. <i>Eastern Oregon Industry Employment Projections, 2020–2030</i> . Oregon Employment Department: Pendleton, OR. November 4. Accessed January 4, 2023. https://www.qualityinfo.org/documents/20126/110687/Eastern+Oregon+Industry+Employment+Projections%2C+2020-2030/09252ab5-adc7-bd46-28c2-71b2baf14023?version=1.9 .			

In 2020, the industrial employment categories trade, transportation, and utilities (18 percent) and manufacturing (12 percent) were among the top four employment categories in the region (see Figure 4-1) (OED 2021). The employee share for the trade, transportation, and utilities industry is projected to dip slightly to 17 percent of the job share in 2030. The share of manufacturing employees is expected to remain at 12 percent into 2030. Despite stagnant growth in manufacturing employment share, industrial employment is expected to increase between 2020 and 2030 based on the expected increase in total regional employment. Government jobs are the largest source of employment in the region, accounting for 19 percent of employment. Figure 4-1 features the top five sectors for the region in 2020 and 2030.

³ This range was established to account for smaller, light industrial operations with fewer space requirements and for larger manufacturing and data center operations that require more space per employee.
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Figure 4-1: Employment Share by Industry in the Region, 2020, 2030



4.3 Market Overview

This section provides an overview of industrial market trends in the county. Note that the industrial building inventory summarized below includes commercially available buildings that may be marketed for lease or sale. Owner/user industrial buildings are not a part of this data set.

4.3.1 Market Fundamentals

The county has a total of 48 industrial buildings, half of which are in the city (see Table 4-6). Only one 25,000-square-foot commercially available industrial building, 1 percent of total square footage in the county, has been built the since 2012. Only eight buildings in the county are 100,000 square feet or more, and half are in the city. There has been no development of commercially available buildings totaling 100,000 square feet or more since 2012. While the data do not show any recent commercially

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available development activity, there have been two new major owner-user construction projects by Walmart and Amazon Web Services in the study area.

Table 4-6: Industrial Market Metrics, Umatilla County and City of Hermiston

Overall	Buildings	Square Feet	Average Building Size	Total Square Feet Built Since 2012	2012+ Share	Buildings Built Since 2012	Average Building Size Built Since 2012
Umatilla County	48	2,434,004	50,708	25,000	1%	1	25,000
City of Hermiston	24	938,756	39,115	25,000	3%	1	25,000
Buildings 100,000 Sq Ft or More							
Umatilla County	8	1,528,133	191,017	0	0%	0	0
City of Hermiston	4	657,588	164,397	0	0%	0	0
Buildings 100,000 Sq Ft or Less							
Umatilla County	40	905,871	22,647	25,000	3%	1	25,000
City of Hermiston	20	281,168	14,058	25,000	9%	1	25,000

Source: CoStar. 2022. "Property Search Data" and "Market Analytics." Accessed September 2022.

The overall vacancy rates in the county and city as of the first quarter 2023 are low in commercially available industrial buildings, amounting to 0.9 percent and 1.6 percent, respectively (see Table 4-7). Businesses looking to locate in the region will have limited choices for marketed industrial space.

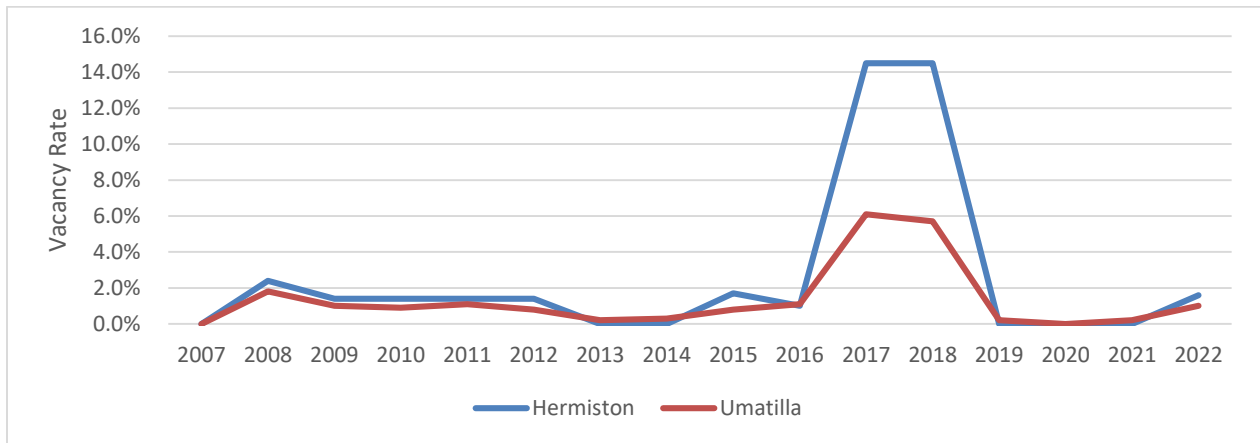
Table 4-7: Vacancy and Rent, Umatilla County and City of Hermiston

Overall	Vacant Space	Vacancy Rate
Umatilla County	21,304	0.9%
City of Hermiston	15,304	1.6%

Source: CoStar. 2022. "Property Search Data" and "Market Analytics." Accessed September 2022.

The vacancy rate has been consistently low in the city and county, rarely going above 2 percent. In a relatively small market, one or two businesses moving may create a spike in the vacancy rate. This occurred in the city in 2016; however, the vacant space became occupied in 2019, showing that the county industrial market is resilient. Figure 4-2 illustrates this.

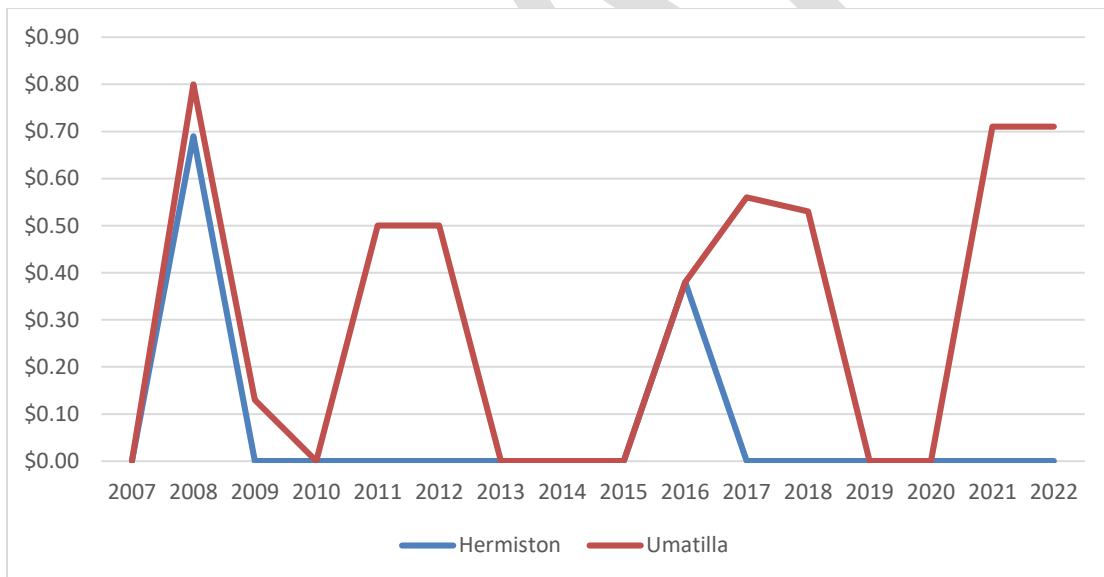
Figure 4-2: Vacancy Rate Trends, Umatilla County and City of Hermiston



Source: CoStar. 2022. "Property Search Data" and "Market Analytics." Accessed September 2022.

Asking lease rates are a function of marketed industrial space. When there is no space available, the corresponding asking rental rate for that year will be null. Overall, asking lease rates for industrial space have consistently been between \$0.50 per square foot per month to upwards of \$0.80 per square foot per month, as shown in Figure 4-3.

Figure 4-3: Asking Lease Rate Trends, Umatilla County and City of Hermiston



Source: CoStar. 2022. "Property Search Data" and "Market Analytics." Accessed September 2022.

4.3.2 Land Transactions

Since January 2020, the county assessor has recorded a limited number of land transactions that are intended for future industrial activity. Amazon closed on four transactions totaling 373 acres. The planned use of this land is for data centers. The quantity of sales over the past three years emphasizes the findings associated with suitable and ready industrial land in and around the city. While the city

has received inquiries from companies interested in locating in the city, land availability has been a factor in forcing them to look elsewhere.

5 NEXT STEPS

5.1 Available Lands outside the City and within the UGB (Annexation)

Annexation will be required for properties within the UGB and outside city limits. Per chapter 150 of the Hermiston Code of Ordinances, the city may annex a property that is located in the urban portion of the UGB. Areas outside of the urban portion must be converted during annexation, and a comprehensive plan map amendment is required to annex a property with a zoning designation that is different from the proposed annexation (City n.d.). This section describes the procedures for annexation, conversion and annexation, and comprehensive plan map amendment and annexation.

5.1.1 Annexation Procedures

The annexation process typically requires a predevelopment meeting with the city and a completed annexation application and related fee. Once city staff determines that the application is complete, the application will be referred to the city council to initiate annexation proceedings. The city council will then set the dates for hearings before the planning commission and city council. The planning commission will hold a public hearing on the proposed annexation and make a recommendation to the city council to accept or deny the annexation. The city council will then hold a public hearing and adopt findings to either accept or deny the annexation.

5.1.2 Conversion and Annexation Procedure

The conversion and annexation process typically requires a predevelopment meeting with the city and a completed conversion and annexation application and related fee. Once city staff determines that the application is complete, the city council will initiate conversion and annexation proceedings. After the conversion and annexation are initiated, the city submits a notice of proposal to the Oregon Department of Land Conservation and Development (DLCD). The DLCD is given a 45-day comment period to review the conversion proposal. This means that 45 days must elapse before the initial evidentiary hearing may be held.

The city will then notify by mail all property owners whose land is within 100 feet of the proposed conversion. The planning commission will then hold a public hearing on the conversion and annexation and make a recommendation to the city council to accept or deny the proposal. If the city council accepts the planning commission recommendation and approves the conversion and annexation request, the city council will move to officially convert and annex the property. The proposal is then sent to the county for co-adoption. Once the county has co-adopted the proposal, the city will move to officially annex the property. If the county does not co-adopt the conversion, the property cannot be annexed. A notice of decision is then sent to DLCD, and there is a 21-day

period to allow an appeal to the Land Use Board of Appeals. If there is no appeal, the decision is final. State and county agencies are then notified to record the changes.

5.1.3 Comprehensive Plan Map Amendment and Annexation Procedures

The comprehensive plan amendment and annexation process typically requires a predevelopment meeting with the city, a completed comprehensive plan amendment application, and an annexation application with related fee. Once staff determines that the application is complete, the city council will initiate comprehensive plan map amendment and annexation proceedings. After the comprehensive plan map amendment and annexation are initiated, the City shall submit a notice of proposal to the DLCDC. The DLCDC is given a 45-day comment period to review the proposed comprehensive plan map amendment. This means that 45 days must elapse before the initial evidentiary hearing may be held.

The city will then notify by mail all property owners whose land is within 300 feet of the proposed change. The planning commission will then hold a public hearing on the comprehensive plan map amendment and annexation and make a recommendation to the city council to accept or deny the proposal. Following the 45-day DLCDC comment period, the proposal is scheduled for a city council hearing. If the city council accepts the planning commission recommendation and approves the comprehensive plan map amendment and annexation request, the city council then moves to officially amend the comprehensive plan map and annex the property. The proposal is then sent to the county for co-adoption. Once the county has co-adopted the proposal, the city will move to officially annex the property. If the county does not co-adopt the comprehensive plan map amendment, the property cannot be annexed. A notice of decision is then sent to the DLCDC, and there is a 21-day period to allow an appeal to the Land Use Board of Appeals. If there is no appeal, the decision is final. State and county agencies are then notified to record the changes.

5.1.4 Hermiston Annexations

The city has 171 acres across four properties in the UGB that can be annexed for industrial use. Currently, none of these properties would require a comprehensive plan change during annexation because they have planning designations that allow for future industrial use. However, all four properties in the UGB identified by this study are not in urban portions of the UGB and would require conversion and annexation (City 2017). Generally, three months is required for annexation, six months for conversion and annexation, and six months for comprehensive plan map amendment and annexation.

5.2 Available Lands outside the UGB (UGB Amendment)

The city will be required to apply for a UGB amendment through the DLCDC to bring identified external industrial lands into the UGB. This section describes the standard method, simplified method, and land replenishment method for amendment of UGBs.

5.2.1 UGB Amendment: Standard Method

Policies governing the standard method of adoption and amendment of a UGB are established under Oregon Administrative Rules (OAR) 660-024-000. The UGB amendment application is a land use decision that identifies the need for additional industrial and other employment lands through the criteria established in 660-024-0040 through 660-024-0080. These criteria cover land inventory and response to deficiency, alternatives analysis for metro boundary location, prioritization of lands targeted for inclusion, summary of public involvement efforts, utilities impacts, and transportation analysis. The application must demonstrate that the estimated needs of industrial and other employment lands cannot reasonably be accommodated on land already inside the existing UGB.

OAR 660-009-015 under Statewide Goal 9 establishes the Economic Opportunities Analysis (EOA), the economic component of comprehensive planning that demonstrates the need for industrial land. The EOA forecasts anticipated population and employment growth for a 20-year period and compares future land demand to available vacant industrial land. The city can use the findings of an EOA to justify a UGB amendment under the standard method if land deficiency and need for additional industrial lands are identified.

The city's existing 2010 EOA, titled General Economic Policy in the comprehensive plan (City 2010), does not identify a need for additional industrial acreage through 2030 and therefore will require an update to demonstrate the need for additional industrial land. According to DLCD staff, permitted large-lot Amazon developments (see Section 2.2.3) cannot be considered committed or developed in an EOA or UGB amendment application until site construction begins. Construction timelines for large, proposed developments may delay updated EOA supply analysis. An EOA update cannot justify the need for additional industrial land if these large, proposed developments are still considered available industrial land supply.

The state offers a \$50,000 Technical Assistance (TA) grant under the DLCD General Fund Grant Program for procurement of a consultant to conduct the EOA or the UGB Amendment application itself. These grants run on a two-year cycle, starting in the summer of 2023. A general timeline for a UGB amendment application is up to two years and includes the following steps:

- Update the EOA to demonstrate deficiency and need of additional industrial land.
- Apply for TA grant in Summer 2023 to support completion of UGB Amendment application.
- Submit to the DLCD a UGB amendment application for periodic review under ORS 197.628 to 197.650. The DLCD director must either (1) approve the local decision, (2) deny the decision and return it to the local government for revision, or (3) refer it to the DLCD within 120 days from the date on which the DLCD received the information.
- Once UGB amendment is approved, submit for a comprehensive plan map amendment and annexation.

Table 5-1 shows the benefits and drawbacks of pursuing the standard method for UGB amendment.

Table 5-1: Benefits and Drawbacks of the Standard Method

Benefits	Drawbacks
<ul style="list-style-type: none"> • Most common and replicable method of UGB amendment. • Findings of industrial land deficit in an EOA update will last for a 20-year planning period, making future UGB amendments easier. 	<ul style="list-style-type: none"> • Contingent on large-lot development construction timeline • Does not accommodate short-order demand

5.2.2 Simplified UGB Method

The simplified UGB method, effective January 1, 2016, was established under OAR 660-038-000 to reduce costs, complexity, and time in the UGB adoption and amendment processes. A city that amends a UGB under this method is not required to also satisfy the EOA requirements under Goal 9 (OAR 660-009). Under the simplified method, a city must forecast the amount of fully committed buildable lands that will be needed to accommodate projected population and employment in the UGB over a 14-year period. The city is required to create a buildable lands inventory that captures the existing supply of buildable industrial lands within the UGB. The forecasted demand is compared against the existing supply to determine if UGB amendment is necessary to accommodate employment needs.

The city must identify a study area of potential UGB inclusions if the need for industrial land is established. The identified UGB inclusions are ranked based on specific industrial needs. The city must notify the affected county, state agencies, and special districts that it is reviewing the comprehensive plan and land use regulations and must provide an opportunity for public and agency comment during the application process. This method can only be used once by a municipality to expand a UGB. The timeline for UGB amendments under this method are uncertain due to lack of precedent.

Table 5-2 shows the benefits and drawbacks of pursuing the simplified method for UGB amendment.

Table 5-2: Benefits and Drawbacks of the Simplified Method

Benefits	Drawbacks
<ul style="list-style-type: none"> • Does not require formal update to EOA. 	<ul style="list-style-type: none"> • No previous examples to rely on for precedent and guidance. • Requires additional steps to incorporate UGB changes into comprehensive plan. • Can only be used once.

5.2.3 Land Replenishment

The Land Replenishment approach is established under OAR 660-024-0045 and is available only to local governments in Crook, Deschutes, or Jefferson Counties. This approach was utilized by the City of Prineville and Crook County in recent years to address the rapid absorption of industrial lands by data center development. The City of Prineville was forced to apply for several site-specific UGB amendments to accommodate the development. Crook County applied for a UGB amendment

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directly south of an existing Alphabet data center in 2014. Crook County argued in the application that “the property is similar in size and dimensions and is located in close proximity to the [Alphabet] site, thereby representing a ‘like-kind’ replenishment.” The Cook County applicants were also able to reference explicit EOA policies identifying a deficit of employment land to support their UGB amendment application. The application was approved without formal update to the EOA and was viewed by the DLCDC as a logical southern amendment of the existing Alphabet site.

Table 5-3 shows the benefits and drawbacks of pursuing the standard method for UGB amendment.

Table 5-3: Benefits and Drawbacks of the Replenishment Method

Benefits	Drawbacks
<ul style="list-style-type: none"> • Does not require formal update to EOA. • Expedited compared to the standard and simplified methods. 	<ul style="list-style-type: none"> • Not available to use for UGB amendments in Umatilla County. • Requires that EOA identify a deficit of employment land within the UGB

6 RECOMMENDATIONS

MFA recommends the city take the following measures to ensure a sufficient supply of developable and shovel-ready industrial land in the city:

1. Move forward with standard method of UGB amendment.
2. Coordinate with Umatilla County and DLCDC on plans to update the EOA and apply for UGB amendment and comprehensive plan amendment and annexation pursuant to chapter 150 of the City of Hermiston Municipal Code.
3. Update the existing EOA per OAR 660-009-015 to demonstrate the deficiency and need for additional industrial lands to support economic development.
4. Use DLCDC TA grant funds to procure a consultant and apply for a UGB amendment using the findings in the EOA update. Use site specific information from this report to establish the study area and prioritize properties for UGB inclusions.
5. Simultaneously apply for comprehensive plan map and annexation.
6. Consider pursuing the ability to conduct Land Replenishment UGB amendments in the future by lobbying to include Umatilla County in the list of applicable counties under OAR 660-024-0045.

LIMITATIONS

The services undertaken in completing this report were performed consistent with generally accepted professional consulting principles and practices. No other warranty, express or implied, is made. These services were performed consistent with our agreement with our client. This report is solely for the use and information of our client unless otherwise noted. Any reliance on this report by a third party is at such party's sole risk.

Opinions and recommendations contained in this report apply to conditions existing when services were performed and are intended only for the client, purposes, locations, time frames, and project parameters indicated. We are not responsible for the impacts of any changes in environmental standards, practices, or regulations subsequent to performance of services. We do not warrant the accuracy of information supplied by others, or the use of segregated portions of this report.

DRAFT

REFERENCES

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FIGURE 1-1

STUDY AREA MAP



APPENDIX A

PROPERTY PROFILES





Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
 For the Meeting of February 27, 2023

Title/Subject

Revisions to the scoring criteria and award match for facade grants are proposed.

Summary and Background

The planning commission acts as the reviewing body for façade grant applications in the downtown urban renewal district. As a body they score applications and recommend an award amount to the urban renewal board. The planning commission has repeatedly raised concerns about the scoring criteria being overly vague and subjective. At the February 8, 2023 meeting, the commission reviewed the existing criteria and recommended several amendments to them, making them easier to apply to development review.

The planning commission’s revised criteria allow for greater flexibility and objectivity in scoring grants while still maintaining defined parameters. Each existing criterion is *italicized*, and the proposed revised criterion is in **bold** as outlined below.

1. *Are the proposed improvements consistent with type of architectural features found in the existing historical buildings in the district?*

Recommend **eliminating** the question and use five criteria instead of six.

2. *Are the proposed improvements designed to contribute to the long-term health of the district? For example, landscape improvements are not as durable as masonry.*

Are the proposed improvements designed to contribute to the long-term health of the site and district? For example, landscape improvements are not as durable as masonry.

3. *Does the proposed improvement contain features designed to contribute to aesthetic enhancement?*

Does the proposal add new aesthetic elements beyond the existing site conditions?

4. *Will the proposed improvements contribute not only to the enhancement of the commercial use, but the downtown as a whole?*

Will the proposed improvements enhance the economic well-being of downtown as well as the site?

5. *Are the proposed improvements compatible with the overall downtown character?*

Are the proposed elements scaled properly for the site and of compatible color and materials for properties within 300 feet?

6. *Will the proposed improvements enhance the value of the property and provide a good return on investment for the district?*

Recommend this question **remain as written**.

The planning commission also recommends a change to the Façade Grant award amount. The matching grant award is currently capped at \$10,000. Due to the overall increase in construction costs, it was determined that a maximum matching cap of \$20,000 per grant application is appropriate. Staff has reviewed the cost of construction interviewing both local commercial builders and grant recipients. A \$20,000 cap is appropriate given the increases in material and labor costs.

Tie-In to Council Goals

N/A

Fiscal Information

Increasing the match amount will decrease the number of grants available each year. Under the urban renewal plan, a maximum of \$500,000 is available over the life of the district. When all funds are expended, the program may be terminated or reallocation of funds from other projects will be needed. Given the popularity of the program, it may be more beneficial to consider what projects should be sacrificed to allocate additional money to grants.

Alternatives and Recommendation

Alternatives

Approve the revisions to the façade grant criteria and increase the matching cap award to \$20,000.

Revise the criteria and cap amount.

Keep the existing criteria and current matching cap amount.

Recommended Action/Motion

Motion to adopt the Façade Grant Criteria revisions.

Motion to increase the Façade Grant award matching cap to \$20,000.

Submitted By:

Clinton Spencer, Planning Director

Façade Grant Application Review

Applicant _____

Review Date _____

Scoring 0 pts to 10 pts

0 points = Does not meet the criteria

5 points = Meets most of the criteria

10 points = Fully meets the criteria

Criteria	Score
Are the proposed improvements designed to contribute to the long-term health of the site and district? For example, landscape improvements are not as durable as masonry.	
Does the proposal add new aesthetic elements beyond the existing site conditions?	
Will the proposed improvements enhance the economic well-being of the downtown as well as the site?	
Are the proposed elements scaled properly for the site and of compatible color and materials for properties within 300 feet?	
Will the proposed improvements enhance the value of the property and provide a good return on investment for the district?	
Total	

The maximum score possible for a grant is 50 points. An application meeting all of the review criteria would be eligible for a full 50% match. An application meeting a portion of the criteria would be eligible for a lesser match percentage. Grants are considered for up to 50% of the project budget up to a maximum award of \$20,000. For example, a \$50,000 project would be eligible for a maximum of \$20,000 match. A \$15,000 project would be eligible for a maximum of \$7,500 match.

Based on the scoring by the committee, grants are awarded using the following percentages:

- 41-50 points: 50% match
- 31-40 points: 40% match
- 21-30 points: 30% match
- 11-20 points: 20% match
- 1-10 points: 10% match