



CITY COUNCIL & URBAN RENEWAL AGENCY

AGENDA

MONDAY, JUNE 10, 2024

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: 841 0675 8958 Passcode: 075556 Telephone number to join is: 1 253
215 8782; or submitting comments to meetings@hermiston.gov*

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

2. DECLARATION OF QUORUM

3. FLAG SALUTE

4. PRESENTATIONS

A. Presentation- Hermiston School District Updates

5. 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.

6. CONSENT AGENDA

A. Confirmation to Reappoint Jesse Roa to Position #3 of the Hispanic Advisory Committee for a 3-year term ending June 30, 2027.

B. Confirmation to Reappoint Lori Davis to Position #1 of the Library Board for a 4-year term ending June 30, 2028.

C. Confirmation to Reappoint Lisa Depew to Position #2 of the Library Board for a 4-year term ending June 30, 2028.

D. Confirmation to Appoint David Bothum to Position #2 of the Eastern Oregon Trade & Event Center, Representing the Farm-City Pro Rodeo, for a 3-year term ending June 30, 2027.

E. Public Notice of the November 5, 2024 General Election- Seeking At-Large Councilors.

F. Minutes of the May 23, 2024 City & HURA Budget Committee Meeting

G. Minutes of the May 28 City Council Work Session and Regular Meeting

7. ITEMS REMOVED FROM CONSENT AGENDA

8. PUBLIC HEARINGS

A. 2024-25 Budget of the City of Hermiston (See Resolutions 2326-2329 Below)

9. RESOLUTIONS

A. Resolution No. 2325 – Authorizing the Installation of Stop Signs

B. Resolution No. 2326- Declaring the City of Hermiston's Election to Receive State Revenues

C. Resolution No. 2327- Adopting the City of Hermiston's Budget, Make Appropriations, and Impose and Categorize Taxes for FY 2024-2025

D. Resolution No. 2328- Establishing Reserve Funds for the City of Hermiston for FY2024-2025

E. Resolution No. 2329- Establishing City Compensation Plan for the City of Hermiston for FY2024-2025

10. 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, Business Advisory Ad-Hoc Committee, Stepping Stones Alliance (not a City Committee)

B. Mayor's Report

C. Council Report

D. Youth Advisory Report

E. Manager's Report

11. RECESS CITY COUNCIL MEETING AND CONVENE URBAN RENEWAL AGENCY MEETING (At or About 7:30PM)

12. CALL TO ORDER

13. NEW BUSINESS

- A. Public Hearing: 2024-25 Budget of the Hermiston Urban Renewal Agency
- B. HURA Resolution No. 23- Adopt the FY 2024-25 Budget for the Hermiston Urban Renewal Agency (HURA)

14. UNSCHEDULED COMMUNICATIONS

15. ADJOURN URBAN RENEWAL AGENCY MEETING

16. RECONVENE CITY COUNCIL MEETING AND RECESS FOR EXECUTIVE SESSION (At or About 7:40PM)

- A. An Executive Session will convene pursuant to ORS 192.660 (2) (e) which allows the Council to meet in Executive Session for the purpose of discussing matters pertaining to negotiating real property transactions and ORS 192.660 (2) (g) which allows the Council to meet in Executive Session for the purpose of discussing preliminary negotiations involving matters of trade or commerce.

17. RECONVENE AND ADJOURN

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

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



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
For the Meeting of June 10, 2024

Title/Subject

Public Notice of the November 5, 2024 General Election- Seeking At-Large Councilors.

Summary and Background

Notice is being given that on November 5, 2024 the City of Hermiston will hold an election for four (4) At-Large Councilors.

The City Charter states At-Large Council candidates will run only in the General Election. The four (4) candidates receiving the highest number of votes shall be elected into office.

Attached you will find the Public Notices for the General Election which will be published in the Hermiston Herald and has been posted at the following locations: City Hall, Library, Post Office, and on the City's website and Facebook page.

Declaration of Candidacy will be accepted from June 5th, 2024 through August 27th at 5pm.

Tie-In to Council Goals

Community Engagement

Fiscal Information

Apart from a modest publication fee, there is no financial impact.

Requested Action/Motion

Information Only.

Submitted By:

Lilly Alarcon-Strong, City Recorder/Elections Official



CITY OF HERMISTON
NOTICE OF GENERAL ELECTION – SEEKING AT-LARGE COUNCIL CANDIDATES

Notice is hereby given that on Tuesday, November 5, 2024, an election will be held in the City of Hermiston, Umatilla County, Oregon for office of four (4) At-Large Councilors to serve four-year terms.

Elections shall be nonpartisan. Your choice of candidates will be presented upon the official ballot, conducted by mail, and shall be voted upon by all qualified voters of the City.

Candidates must file for office by submitting their completed declaration of candidacy to the Elections Officer/City Recorder from June 5, 2024 to no later than 5:00pm on August 27, 2024. Forms and additional information are available in the Administrative Office at City Hall, 180 NE 2nd St, Hermiston, OR 97838 or at <https://www.hermiston.gov/citycouncil/page/elections>.

Lilly Alarcon-Strong, CMC, Elections Officer/City Recorder

Posted Date: 06/04/2024

Take Down Date: 08/28/2024



CITY COUNCIL & URBAN RENEWAL AGENCY

Budget Committee Meeting Minutes
May 23, 2024

City of Hermiston Budget Committee Meeting

Council President Doug Primmer opened the meeting of the Budget Committee to consider the proposed budget for the 2024-2025 fiscal year at 5:34pm. Present were Budget Committee members: Anton Wanous, Rod Hardin, Brian Misner, Jackie Myers, Maria Duron, Joshua Roberts (participated through Zoom), Roy Barron, Ed Brookshier, Jackie Linton, Paul Magaña, Nancy Peterson, David McCarthy, Lori Davis, David Hanson, Jason McAndrew, and John Douglass. Mayor David Drotzmann was excused.

City Staff present included: City Manager Byron Smith, Assistant City Manager Mark Morgan, Chief Edmiston, Finance Director Ignacio Palacios, Parks and Recreation Director Brandon Artz, IT Director Jordan Standley, Planning Director Clint Spencer, City Attorney Richard Tovey, Court Manager Jillian Viles, Library Director Mark Rose, EOTEC General Manager Al Davis, Senior Financial Analyst Tasha Harrell, Deputy City Recorder/Planner Heather La Beau, HR Specialist Crystal Inners, and City Recorder Lilly Alarcon-Strong.

Council President Primmer stated the committee must elect a chair and secretary. Anton Wanous moved and Dave Hanson seconded the nomination of Brian Misner as Chair. Motion carried unanimously. Jackie Myers moved and Doug Primmer seconded to nominate Lori Davis as secretary. Motion carried unanimously.

Budget Presentation

Budget Officer Byron Smith began the presentation (PowerPoint attached) of the City of Hermiston's FY 2024-25 Proposed Budget by thanking city staff and committee members for their efforts and time. Specifically New Finance Director Ignacio Palacios and Senior Financial Analyst Tasha Harrell in putting the document together, department heads for being thoughtful putting together the budget proposals, and citizen members of the Budget Committee for their willingness to give up time and serve our community.

Introduction

The FY2024-25 budget has been prepared in accordance with the State of Oregon budget law and best practices established by the Government Finance Officers Association. It has also been developed on the foundation of the city's adopted financial policies. We continue to work to make the budget and the budget process more transparent and easier to understand.

In January 2024, the City Council and City staff held a goal setting session during which goals for FY2024-25 and into the future were established. These goals were considered as this budget was assembled. Below are a few big picture items that affect our budget:

- PERS contribution rates remain flat through FY 2025.
- Property and liability insurance increased approximately 16%.
- Health insurance rates will increase by almost 10%.



CITY COUNCIL & URBAN RENEWAL AGENCY

Budget Committee Meeting Minutes
May 23, 2024

Discussion

The FY2024-25 budget continues and upholds the City's adopted policies. The all-funds budget is \$109,564,064 which is approximately \$26.3 million (19.3%) less than the FY2023-24 budget. The reason for this decrease in the overall budget is the completion of some of the large capital projects budgeted last year. There are still others but overall, the capital projects have decreased.

The FY2024-25 budget includes a 3.0% cost of living adjustment (COLA) for all City employees. I will now walk through the major funds in the budget and provide highlights about each one. In contrast to last year's budget, the proposed General Fund is balanced with no loans or shortterm fixes needed.

General Fund

The general fund is the location for funding some of the most basic operations of the City. It is also the location for funding many quality-of-life services. These facts make it a very diverse fund including police, finance, planning, library and parks and recreation. All these services have a role in a safe, sustainable, and livable community.

General fund revenues and expenditures are estimated to be \$19,801,846 for the fiscal year 2025. This is a \$2.6 million increase or 15%. Approximately \$1.2 million of that is from the new hospital related officers mentioned below and the additional three officers added with the last supplemental budget.

The largest single change in the General Fund is the addition of four police officers funded 100% by Good Shepherd Health Care System. They approached the City with this request in order to increase their security level. This will functionally add one more position to each shift that will be assigned to the hospital. This agreement is like the City's agreement with the Hermiston School District for School Resource Officers.

Utility Fund

The implementation of the Capital Improvement Plan (CIP) for both water and recycled water continues to be a priority. In the Recycled Water Department, staff is requesting an additional position to implement and run a couple of new programs (Fats, Oils and Grease; Industrial Wastewater).

Street Fund

Following the completion of the North 1st Place project, the Geer and Harper intersection project will become the focus for the street department.

Hermiston Energy Services (HES) Fund

The HES budget presented continues capital maintenance projects.

Transient Room Tax (TRT) Fund

Revenues in the TRT have continued to be strong and steady.



CITY COUNCIL & URBAN RENEWAL AGENCY

Budget Committee Meeting Minutes
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Regional Water Fund (RWS)

This fund sees most activity in construction related to the addition of three Amazon Campuses as customers.

Enterprise Zone Project Fund

Construction has begun on the second Amazon site within the City limits. This development brought additional revenue to the Enterprise Zone fund.

Eastern Oregon Trade and Event Center (EOTEC) Fund

Utilizing the TRT funds (both TRT and TPA) along with strong event revenues, we are forecasting a balanced budget.

Information Technology (IT) Fund

This fund continues to be balanced and building a small reserve. Due to some preliminary discussions with a couple of potential customers, staff is requesting to add one position to this fund but only if the new revenue materializes. If no new contracts are obtained, then no position will be added.

Public Comment

None given.

Tax Levy & Budget Approval

Upon further discussion and answering budget committee questions, Lori Davis moved and Jackie Myers seconded to approve the rate per thousand of \$6.0860 for general fund operations. Motion carried unanimously. David McCarthy moved and Lori Davis seconded to approve the bonded debt at \$24,580. Motion carried unanimously. Lori Davis moved and Jackie Myers seconded to approve the FY 2024-25 proposed budget. Motion carried unanimously.

Adjourn City of Hermiston Budget Committee Meeting and Convene the Urban Renewal Agency Budget Meeting- There was no other business and Chair Misner adjourned the City of Hermiston Budget Committee meeting at 6:58pm and announced there would be a recess before convening for the Hermiston Urban Renewal Agency Budget Committee meeting at 7:10pm.

Hermiston Urban Renewal Agency Budget Committee Meeting

Vice Chair Doug Primmer opened the meeting of the HURA Budget Committee to consider the proposed budget for the 2024-2025 fiscal year at 7:11pm. Present were Budget Committee members: Anton Wanous, Rod Hardin, Brian Misner, Maria Duron, Joshua Roberts (participated through Zoom), Ed Brookshier, Jackie Linton, Paul Magaña, Nancy Peterson, David McCarthy, Lori Davis, David Hanson, Jackie Myers, Roy Barron, Jason McAndrew, and John Douglass. Chair David Drotzmann was excused.



CITY COUNCIL & URBAN RENEWAL AGENCY

Budget Committee Meeting Minutes May 23, 2024

City Staff present included: City Manager Byron Smith, Assistant City Manager Mark Morgan, Chief Edmiston, Finance Director Ignacio Palacios, Parks and Recreation Director Brandon Artz, IT Director Jordan Standley, Planning Director Clint Spencer, City Attorney Richard Tovey, Court Manager Jillian Viles, Library Director Mark Rose, EOTEC General Manager Al Davis, Senior Financial Analyst Tasha Harrell, Deputy City Recorder/Planner Heather La Beau, HR Specialist Crystal Inners, and City Recorder Lilly Alarcon-Strong.

Vice Chair Doug Primmer stated the committee must elect a chair and secretary. Anon Wanous moved and Lori Davis seconded the nomination of Brian Misner as Chair. Motion carried unanimously. Lori Davis moved and Doug Primmer seconded to nominate Lori Davis as secretary. Motion carried unanimously.

Budget Presentation

Urban Renewal Manager Clint Spencer presented the HURA budget message and PowerPoint presentation (attached) stating the proposed Hermiston Urban Renewal Agency (HURA) Budget for the 2024-25 Fiscal Year is \$6,050,642.

The 2024-25 Fiscal Year will see more exciting changes for HURA. In 2023 a second urban renewal district joined the Downtown Urban Renewal Area. Now in 2024, a third district will become functional and create additional projects for the betterment of the city. The new district is North Hermiston Urban Renewal and is tasked with public road improvements to improve safety and circulation on the busiest road segment in Hermiston, N First St (Highway 395) between Elm Ave and Theater Lane. Beginning with this fiscal year, the Hermiston Urban Renewal Agency will administer the Downtown URA (Downtown), the Southwest Hermiston URA (SHURA), and the North Hermiston URA (NURA).

Revenues for urban renewal agencies are based on tax-increment financing (TIF). TIF freezes the assessed value of an urban renewal area on the date it is established and diverts future property tax revenues over and above that frozen base into the urban renewal agency to pay for improvement projects.

The frozen base for each urban renewal area, current assessed value, and growth is detailed in the table below. Since this is the first year for NURA, no growth is budgeted this year.

District	Frozen Assessed Value	Current Assessed Value	Increase in Value Since Formation
Downtown	\$42,262,899	\$61,588,838	45.70%
SHURA	\$3,121,349	\$3,498,512	12%
NURA	\$60,808,125	\$60,808,125	0%



CITY COUNCIL & URBAN RENEWAL AGENCY

Budget Committee Meeting Minutes
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Downtown

No capital improvements are planned for the 24/25 FY. The SE 2 St gateway project was completed in the 23/24 FY and this year will be used to build cash reserves for future projects. Façade Grants will increase from \$20,000 to \$60,000. The façade grant fund has historically been held at \$50,000 but was reduced to \$20,000 to help fund the 2 Street project in 2023. The fund is now reverting to historic levels, with a slight increase to reflect the increase in project matching funds from \$10,000 to \$20,000 in 2022 to reflect inflationary building costs.

All of the remaining Downtown budget line items are maintaining the status quo. The Festival Street line item holds at \$3,000. The wayfinding project is complete within the Downtown and this line is zero for 24/25. Parking improvements maintains a \$3,000 budget in case a project of opportunity presents itself.

Southwest Hermiston Urban Renewal Area

SHURA will see substantial revenue and expenses in the 24/25 FY. The city has obtained a loan from the State of Oregon for construction of a water tower, water booster upgrades, sewer main, and public park in the Prairie Meadows development. The design and construction of these improvements will take several years to complete. In the upcoming year \$600,000 is anticipated as revenue from this loan and will be used for design and engineering expenses, primarily on the water tower and sewer main. For reference, a two-million-gallon reservoir is planned for the Prairie Meadows area, upgrades to the water booster station at W Joseph Ave and SW 11 St, and one mile of sewer improvements are necessary.

Urban renewal is the funding mechanism for these public infrastructure projects, but the projects themselves will be built and owned by the City of Hermiston. No construction is anticipated during the 24/25 Fiscal Year. However, very late in 2025, the projects may be ready to bid and construct, necessitating supplemental budget adjustments. Additional revenue will be budgeted in 25-26 for construction.

North Hermiston Urban Renewal Area

NURA is a one-project urban renewal area. The project will build a new street connecting N First St and NE 4 Street, extending between NE Aspen Drive and the Home Depot access drive. Signalization is also planned. The 24/25 FY is intended to acquire right of way, complete street design and engineering, prepare bid, documents, and construct the street. Total budget is \$5,000,000. A small portion of the total project budget was expended in the 23/24 FY.

Shared Expenses

Non-Departmental expenses are proposed at \$484,642 and cover debt service and administrative expenses across all three urban renewal areas. Debt service covers reimbursement of loans for Festival Street construction in the downtown, IFA loans for infrastructure engineering in SHURA, and City bond loan repayment for street design, right of way acquisition, and construction in NURA.



CITY COUNCIL & URBAN RENEWAL AGENCY

Budget Committee Meeting Minutes
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Public Comment

None given.

Budget Approval

After questions and discussion of the proposed budget, Jackie Linton moved and David McCarthy seconded to approve the FY 2024-25 proposed HURA budget. Motion carried unanimously.

Adjourn Hermiston Urban Renewal Agency Budget Committee Meeting

There was no further business and Chair Misner adjourned the Urban Renewal Agency meeting at 7:25pm.

APPROVED:

Brian Misner, Budget Chair

ATTEST:

Lori Davis, Budget Secretary



Agenda

- Recap of 2023-24
- Budget Introduction
- Budget Overview
- Enterprise Funds
- General Fund
- Discussion/Questions



FY2023-24 Recap

- Detailed Budget Sessions
- Budget Town Hall



FY2023-24 Recap



FY2023-24 Recap



Theater Sports Park Ditch



FY2023-24 Recap



AWS Campus Construction



FY2023-24 Recap

- Budget Review Process
 - **Multi-year Projection Model**
 - **Update Monthly Financial Reporting**
 - **Budget Process Review**



Finance Director Introduction

- Ignacio Palacios
- Lifelong Oregon Resident
- Oregon State Grad
- 25+ Years in Finance/Accounting
 - **Private Sector**
 - **Multiple Cities**
 - **Auditor**
- Doing a Great Job Already!



Budget Introduction



- Thank You Finance Department (Palacios, Harrell, Lambert, etc.) for putting this document together.
- Thank you to the Department Heads for their efforts to put together thoughtful budgets.
- Thank You for being here to review the proposed budget.



Budget Introduction

- Quick Review on a City Budget vs. Home Budget.
 - **We use funds and each fund has different characteristics related to its sources of revenue and types of expenses.**
 - **For Example, the Utility Fund is composed 100% of water/sewer utility rate revenue and expenses.**
 - **Reserve Fund = Savings Accounts and Project Accounts**
 - **The State of Oregon has a strict local budgeting law, and the city works within those parameters.**



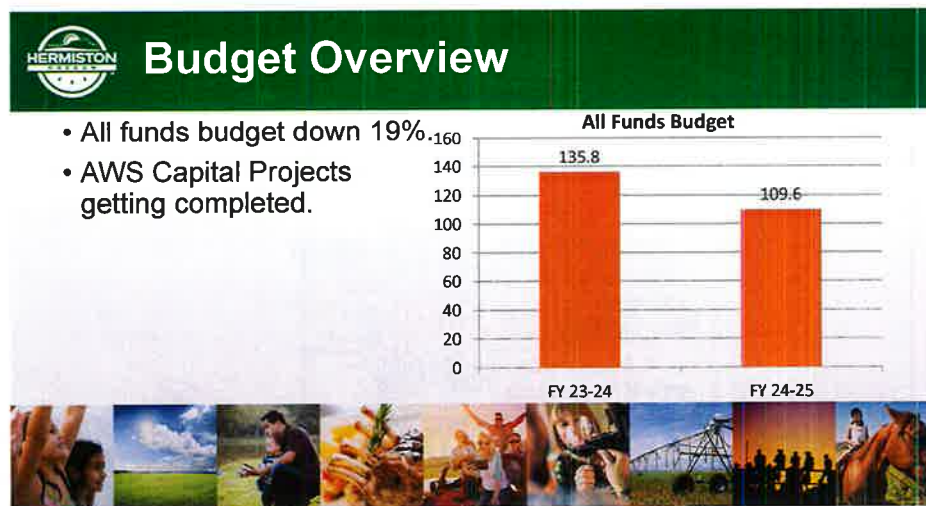
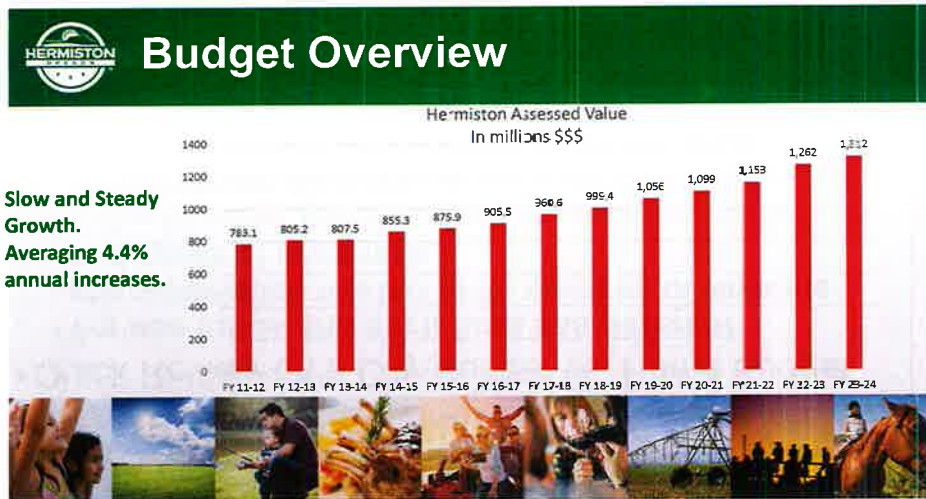
Budget Introduction

- We will be using the labeled tabs in the physical document.
- We will also be using page numbers which are in the bottom right position.



Budget Overview





IT Fund – Pg. 66

- Operational Budget
 - \$1.5 million
 - \$1.1 million from customers
 - \$261,000 from City of Hermiston
 - 7 employees currently
 - One additional employee proposed if additional customers sign-on



Street Fund – pg. 36

- Operational Budget
 - \$2.3 million
- One Large Projects Planned - pg. 78
 - Geer/Harper Construction-\$1.0 million



Utility Fund – Recycled Water – pg. 47

- Operational Budget
 - \$7.5 million
 - One additional position (Indust. Pretreat. Etc.)
- Page 83 – Capital Projects
 - Cooling Discharge for AWS - \$805,000
 - Lift #4 Rebuild - \$600,000
 - Misc. Other Projects



Utility Fund – Water – pg. 49

- Operational Budget
 - \$7.1 million
- Page 81 – Capital Projects
 - AWS System Expansion (RWS) - \$15.4 million
 - Downtown Main Replacement - \$2.0 million
 - Well #4 Controls - \$410,000



Hermiston Energy Services – pg. 53

- Operational Budget
 - \$14.5 million
- Continuing maintenance projects



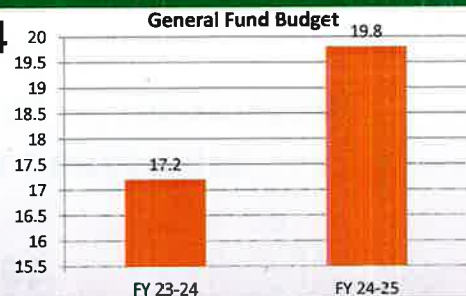
EOTEC – pg. 62

- Operations
 - ~\$900,000
- Budgeting for some portion of barn project to be in this fiscal year



General Fund- Pg. 6

- Compared to FY24
 - \$2.6 million/15% increase



General Fund

- Why Increase?
 - First full year for 3 new police officers authorized in January
 - Request for 4 additional officers in partnership with Good Shepherd Health Care System
 - Red Flag on Dispatch Costs – 83% increase in two years
 - Didn't notify us of this year's amount until May 7 (after budget was done)





General Fund

- Expense
 - Continue all proposed reductions in non-personnel expenses
 - Continue to freeze 2 part-time library positions
 - Restored one Rec Coordinator position



General Fund

- Additional Revenue Sources – pg. 8-9
 - Sanitary Disposal Increase - \$140,000
 - Good Shepherd Contract - \$650,000
 - Franchise Fee Increase - ~\$520,000
 - Business License - \$100,000
 - Law Enforcement Staffing Fee - \$270,000



DISCUSSION!

QUESTIONS?

Thank You!

Where Life is Sweet™



Urban Renewal Agency

- Manages three areas for targeted improvement
- Operates through tax-increment financing
- Total budget of \$6,050,642



Urban Renewal Areas



Downtown Façade Grant Program

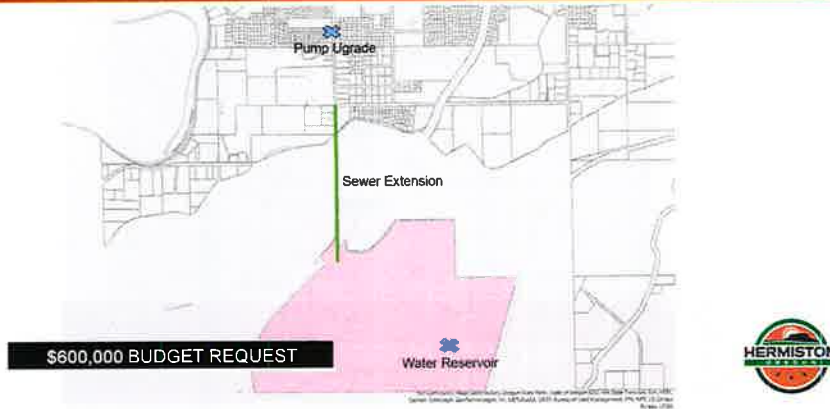


23 GRANTS AWARDED SINCE 2014!

\$60,000 BUDGET REQUEST



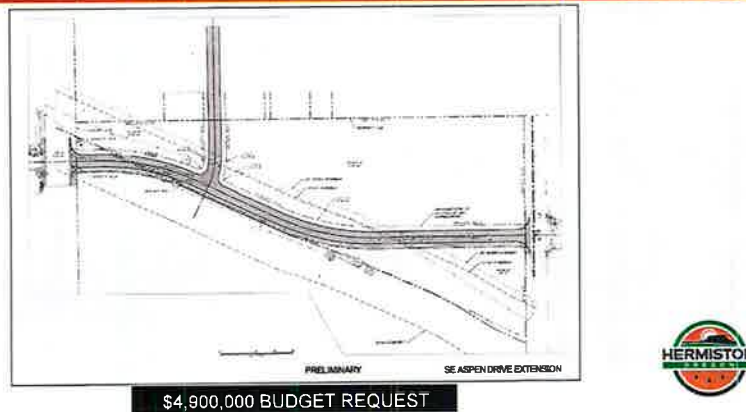
SW Hermiston Urban Renewal Area



SW Hermiston Urban Renewal Area



North Urban Renewal Area



Urban Renewal Agency

- Collective expenses
 - Non-departmental expenses are \$484,642
 - Debt service (primarily festival street reimbursement) - \$446,204
 - Materials and services - \$36,000
 - Contingency - \$2,438
 - No anticipated SE 2nd St expenses
 - Wayfinding is complete



CITY COUNCIL

Regular Meeting Minutes May 28, 2024

President Primmer called the regular meeting to order at 7:00pm. Present were Councilors McCarthy, Barron, Linton (arrived at 7:48pm), Hardin, Duron, and Myers. Mayor Drotzmann and Councilor Peterson were excused. In attendance was City Staff to include: City Manager Byron Smith, Assistant City Manager Mark Morgan, City Attorney Rich Tovey, Chief Edmiston, Finance Director Ignacio Palacios, Court Administrator Jillian Viles, Parks and Recreation Director Brandon Artz, and City Recorder Lilly Alarcon-Strong. The pledge of allegiance was given.

Presentation- Civic Leadership Academy

City Manager Smith stated he learned of a leadership program developed through Portland State University (PSU) with the City of Hillsboro as their first participant. The program was not the typical leadership program and was found to be very intriguing. After communication with PSU staff and learning from them that the Ford Family Foundation helped cover costs associated with leadership training in rural areas, a partnership was formed.

City Manager Smith thanked PSU main contact and trainer Kristen Wright, Laura Isiordia from the Ford Family Foundation for their financial contribution, and City staff Nate Rivera, Crystal Inners, and Lilly Alarcon-Strong for their roles being city buddy's in providing resources to the participants. The Academy Participants were tasked with the question of: How to Improve Community Engagement in the City of Hermiston and will now present their findings.

Civic Leadership Academy Participants presented their findings (PowerPoint Presentation attached) to include:

- Who they are and why they became involved
- The task they were assigned to and the interviews and discussions they initiated with community members. Common feedback they received was geared toward:
 - Accessibility issues with language barriers, suggested that information should be translated into many different languages including social media, website, and building a City app
 - Changing dates and time of meetings as availability to attend is difficult due to other obligations.
 - Not feeling valued or heard, especially in under-represented populations. "Making Space", such as adding an additional reader board in the City displaying information in many languages.
 - Concerns with public safety and broken relationships between the community and Police Department.
 - Being let down by the Hispanic Business Network that required dues to join but did not offer any services.
 - Learning to share the most important information in the places where it is most needed as community members differ from point of views from receiving too much information to others saying they aren't getting any information.
 - Being friendly in every interaction with the public and discovering education is a key factor in successful engagement.



CITY COUNCIL

Regular Meeting Minutes May 28, 2024

- And more.

Councilor Duron stated she was a founding member of the Hispanic Business Network (not a City organization). She and members of the Organization tried to engage business owners in participating and be inviting towards participant ideas to foster interest and membership, but business owners did not see value in the organization and repeatedly showed a lack of interest and therefore the Hispanic Business Network disbanded.

After additional questions and discussion from the Council, City Manager Smith stated he will work with staff to review the items address in the presentation and bring a report back to Council.

The Council thanked Academy Participants Adam Huxoll, Dustin Kelly, Reilly Mason, Martha De Leon, Luz Martell, and Stephanie Hughes; participants Jesse Roa and Leeann Wornell were not present, for their work and presented participants with a certificate and gifts of appreciations. Applause from all in Council Chambers.

Citizen Input on Non-Agenda Items

None given.

Consent Agenda Items

Councilor Duron moved, and Councilor McCarthy seconded to approve Consent Agenda items A-E below. Motion carried unanimously.

- A. Recommendation to Reappoint Jesse Roa to Position #3 of the Hispanic Advisory Committee for a 3-year term ending June 30, 2027.
- B. Recommendation to Reappoint Lori Davis to Position #1 of the Library Board for a 4-year term ending June 30, 2028.
- C. Recommendation to Reappoint Lisa Depew to Position #2 of the Library Board for a 4-year term ending June 30, 2028.
- D. Recommendation to Appoint David Bothum to Position #2 of the Eastern Oregon Trade & Event Center, Representing the Farm-City Pro Rodeo, for a 3-year term ending June 30, 2027.
- E. Minutes of the May 13th City Council Regular Meeting

Resolution No. 2323- Award Contract for Lift Station #4 Reconstruction

Assistant City Manager Morgan gave information regarding awarding the contract reconstruction project for Lift Station #4 to C&E Trenching.

After Council discussion, Councilor Myers moved, and Councilor Hardin seconded to approve Resolution No. 2323 and lay upon the record. Motion carried unanimously.



CITY COUNCIL

Regular Meeting Minutes
May 28, 2024

Resolution No. 2324- Appoint Municipal Court Judge Pro-Tem

City Manager Smith gave information regarding approval to appoint Carey Meerdink as one of the Municipal Court's Pro-Tem Judges to hear cases when Judge Cameron Bendixsen is unavailable or has a conflict of interest.

(Councilor Linton arrived at 7:48pm)

After staff answered questions from the Council, Councilor McCarthy moved, and Councilor Duron seconded to approve Resolution No. 2324 and lay upon the record. Councilors McCarthy, Barron, Primmer, Myers, Hardin, and Duron voted in favor; Councilor Linton abstained. Motion carried 6-1.

Parade/Right of Way (ROW) Closures Discussion

City Manager Smith stated parade and ROW closures, also known as street closures, have been items that staff knew needed changes implemented to address various procedural concerns including the City's liability for allowing ROW closures, and recouping costs that range from \$3,000 to \$5,000 per parade, as well as implementing fixed parade routes and grandfathering in some parade events such as the Umatilla County Fair and Rodeo Kickoff Parade and the Hermiston High School Graduation Walk Parade. This item is being brought before the Council for these and other considerations prior to staff preparing an initial ordinance draft.

Councilors asked staff to include items to address excessive noise, not allowing any street closings or closures of HWY 395, consider allowing discounts for using fixed parade routes or paying full costs associated with another requested parade route, and asking that fees associated with these items be charged in full to the event organizers as the City/tax payers should not be responsible for paying these fees.

City Manager Smith thanked the Council for their comments and stated these items will be considered when drafting the ordinance.

April 2024 Financial Report

Councilor Linton moved, and Councilor Myers seconded to accept the April Financial Report as presented (PowerPoint Presentation attached) by City Manager Smith. Motion carried unanimously.

There were Council comments regarding the desire to have the new Finance Director present the financial reports soon.

There were questions regarding the 2nd Street access to the Community Center and if the gateway signage would be in Spanish. City Manager Smith stated staff will present graphics of the area to include areas of entrance into the Community Center. Signage is in English only as Spanish signage was never brought before the Council for their approval. After additional comments from Councilor Barron, City Manager Smith stated he would be happy to discuss this in further with Councilor Barron after the meeting.



CITY COUNCIL

Regular Meeting Minutes May 28, 2024

Committee Reports

Business License Ad-Hoc Advisory Committee- Councilor McCarthy stated the Committee will meet on Monday, June 10th at 5:30pm in the Council Chambers.

Budget Committee- Councilor Barron thanked Committee Members for their participation in the meeting and being thoroughly prepared. Councilor Duron agreed and thanked staff for providing a better report layout and explanation than in years prior, and thanked City Manager Smith for each department head tightening their belts so staff was not laid off.

Library Board- Councilor Duron stated the Board met to discuss renovations to the Library, how and where books will be stored, and the temporary Library placement. More information will be forthcoming.

Council President's Report

Council President Primmer spoke regarding:

- The good and productive Budget Committee Meeting
- Primary Election results and thanked the other candidates for running for Mayor

Council Reports

Councilor McCarthy stated the Equality without Exception Pride Event will be held Saturday, June 1st from 10am to 5pm with the Parade at 6pm, all at EOTEC. The Event is being organized by Timathy Thomason. Reminded the Community about the High School Senior Graduation Walk this Thursday evening.

Councilor Duron stated she will be late to the June 10th City Council meeting as she is needed at the School Board meeting.

Councilor Linton spoke regarding:

- Thanked Council President Primmer for his comments and encouraged others to run for office
- Asked that staff look into Harkenrider Senior Center lunch funding to hire two cooks to provide at least four meals a week at \$2.50 each meal
- Asked that the Council consider raising the City's contribution to the Chamber from 3% to 8% from the transient room tax contribution
- Stated everyone she has spoke with about the Library remodel and the City's broadband discussion are in opposition of these efforts

Youth Advisory Report

None present.

Council President Primmer asked if anyone from the Civic Leadership Academy would like to speak.

Martha De Leon asked that the City lean into the large amount of Latino community and encouraged staff to address questions when asked.



CITY COUNCIL

Regular Meeting Minutes May 28, 2024

Laura Isiordia stated it takes a village to make things happen and although eight participants are a good start, she hopes the City will bring back another cohort of people to continue in leadership development.

Council President Primmer agreed and quoted the following saying, "The world is run by people who show up." and thanked them for showing up.

Councilor Duron addressed Mrs. De Leon's comment stating Council and staff don't usually engage in comments or questions because most Councilors reach out to staff prior to the meeting to have their questions answered, not because we don't want to address it publicly, but because we are being considerate of the time allowed at City Council meetings.

City Manager's Report

City Manager Smith thanked the Civic Leadership Academy participants and stated Council members have already spoken on the other items he was going to address.

Adjournment

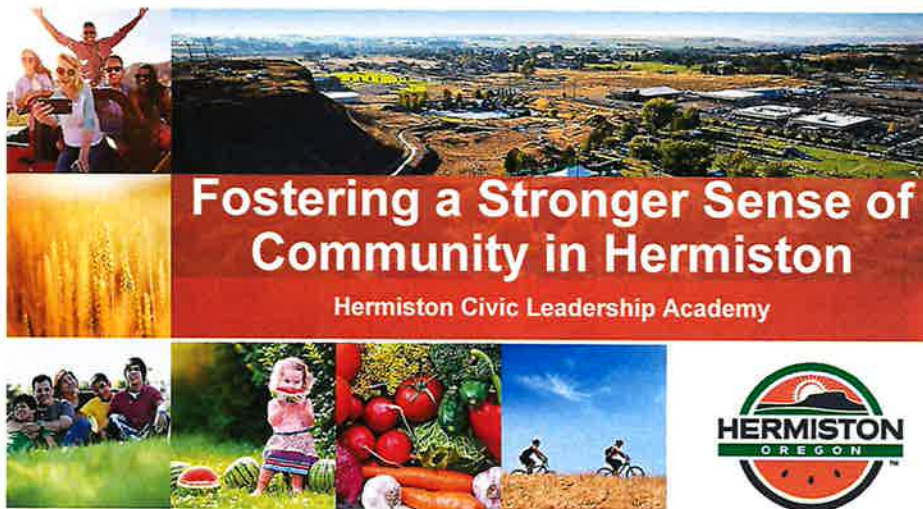
Council President Primmer adjourned the City Council meeting at 8:23pm as there was no other business.

SIGNED:

Doug Primmer, Council President

ATTEST:

Lilly Alarcon-Strong, CMC, City Recorder



Who We Are

- 8 Individuals
- Desire to Strengthen our Community
- Common Goals
- Shared Values
- Diverse Backgrounds



Purpose

Fostering a Stronger Sense of Community.

"How do we accomplish this?"



Process

- Interviews and discussions with the community
- Gather unbiased but diverse perspectives
- Information should not represent any single demographic





Key Points

- Accessibility Issues
- Availability
 - Time Constraints
 - Families
- Engagement
- Public Safety
- Broken Relationships
- Feeling Valued
- Fostering Together



Trust

How might we demonstrate our desire for input from the underrepresented community members to build buy-in, gain trust, and strengthen the common values that bond us together?



Education & Information

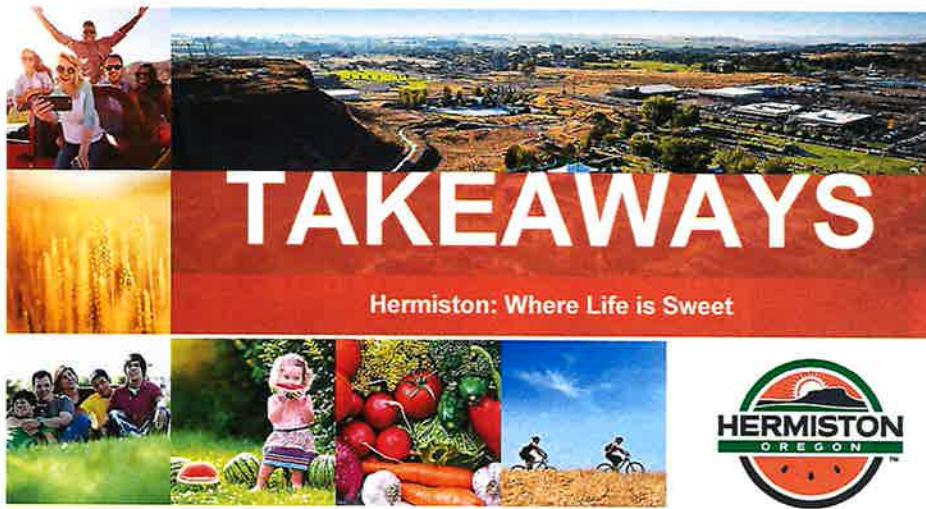
In what ways can the Council/City reach out to the public with educational information to motivate the public to care and create interest in participation?



Time

How can the city share the largest amount of information in the shortest amount of time?







Hermiston Urban Renewal Area (HURA)

- Property Tax Revenue has gone to 103% of projections
- 2nd Street Gateway Project – 90% Complete
 - **Awaiting delivery of decorative items**



General Fund

- Monthly Revenues are slightly above projections (~\$21,000)
- Annual Revenues are slightly ahead of projections (3.9%)



General Fund

- Monthly Expenses above projections by ~\$49,000
- Annual Expenses below projections 9%



Utility and Street Funds

- All in good shape
- Regional Water Fund is getting closer to estimates each month



Capital Projects

- A number of projects in design
 - **Geer/Harper Realignment**
 - **Well #6 Chlorination**
 - **Well #4 Controls**
- Gladys/Main/Newport – Construction early July



Capital Projects

- Teen Adventure Park – Sidewalk in design
- Hangar Replacement – Taxilane construction to begin in June
- IT Build-out – Scheduled to complete in June
- Harkenrider – Framing/concrete completed



Discussion

Questions?

Where Life is Sweet™



CITY COUNCIL

Work Session Meeting Minutes May 28, 2024

President Primmer called the regular meeting to order at 6:03pm. Present were Councilors McCarthy, Barron, Hardin, Duron, and Myers. Mayor Drotzmann and Councilors Linton and Peterson were excused. In attendance was City Staff to include: City Manager Byron Smith, Assistant City Manager (ACM) Mark Morgan, City Attorney Rich Tovey, Chief Edmiston, Finance Director Ignacio Palacios, Court Administrator Jillian Viles, Parks and Recreation Director Brandon Artz, and City Recorder Lilly Alarcon-Strong.

SB 582 Plastic Pollution and Recycling Modernization Act Update

ACM Mark Morgan gave updates from the previous meeting held December 12, 2022, and additional information (PowerPoint Presentation attached) regarding SB 582 Plastic Pollution and Recycling Modernization Act. ACM Morgan stated curbside recycling State mandates must be implemented by 07/01/2025 in all cities with populations of 4,000 and larger. These mandates will impact how producers package and ship their products to be sold in Oregon and costs associated with these mandates from consumers to producers. The impacts to City residents are unknown at this time and is dependent on many factors including funding that is likely to be issued to the City for implementation services as the City is the largest community in Oregon that doesn't already have curbside recycling, as well as current City efforts being made to implement these State mandates.

Waste Connections/Sanitary Disposal District Manager Kevin Miracle stated additional trucks have been ordered to accommodate the State recycling mandates. Curbside recycling is expected to accommodate all recyclable materials with the exception of glass; however, other exceptions may be necessary. Although the costs associated to implement this mandate are unknown at this time, both for Waste Connections/Sanitary Disposal and City residents, Mr. Miracle believes there will not be extra charges on additional recycling that does not fit in the curbside containers that will be issued, unlike addition fees for garbage.

After answering additional questions from the Council, ACM Morgan stated the City will be making concerted efforts for recycling outreach and education.

City Council Rules Review

City Manager Byron Smith and City Attorney Rich Tovey reviewed the City Council Rules (attached) and proposed language updates from staff and the Council that were discussed and presented at the June 12, 2023 meeting in Sections I and II and stated additional Sections will continue to be presented and reviewed to complete the updates prior to year-end.

City Manager Smith answered questions from the Council regarding the addition of language to adjourn meetings in contentious situations and who can add items to the agenda, stating these items will be addressed in other sections of the Rules.

Adjournment

Council President Primmer adjourned the work session meeting at 6:45pm and stated the Council will take a short break and convene for their regular council meeting at 7:00pm.





Recycling Modernization Act

- Oregon Legislature: 2021 Legislative Session
- Curbside Recycling by 7/1/2025
- All Cities 4,000+ Population
 - Hermiston
 - Pendleton
 - Umatilla
 - Boardman




RMA Progress to Date

- Statewide List of Recyclable Materials
 - Special Materials Handling?
 - Recycling Markets (i.e. buyers)
 - Where are they?
 - How do you get there?



RMA Progress to Date

- PRO Selected (Circular Action Alliance)
 - Fall '23
 - Staffing - Up
 - Planning Business Model
 - Planning Work with Local Governments



RMA Progress to Date

- DEQ "Needs Assessment" (Spring '23)
 - What Communities Need to Implement RMA
 - Hermiston Example
 - 2+ New Recycling Trucks
 - 6,000+ New Recycling Carts
 - Regional Re-Load Facility?



RMA Current Stage

- CAA Detailed Needs Assessment (Summer '24)
 - Jumping off of DEQ's Needs Assessment



Future Stages


- Fall '24: CAA Refine Upfront Capital & Operational Costs
- Winter '24/'25: Establish Producer Tax/Fee
- Winter '24/'25: Shared Revenue Projections Released
- Spring '25: First Shared Revenues Available???



RMA Challenges Locally

- 6-12 Month Lag Time
 - Shared Revenue Projections 6-Months Out?
 - Capital & Operational Costs 6+ Months Out
 - Regional Reload Facility Covered? Impacts on
 - Truck Type/Size
 - Number of Trucks (Travel Time vs. Collection Time)
 - Equipment Order - Time
 - Reload Facility Siting, Design, Construction Time





Questions?

Where Life is Sweet



Mayor and Members of the City Council
STAFF REPORT
For the Meeting of June 10, 2024

Title/Subject

Resolutions related to the adoption of FY2024-2025 Budget for the City of Hermiston.

Summary and Background

Resolutions 2326, 2327, 2328 and 2329 are presented for Council approval.

Resolution 2326 declares the City of Hermiston’s intent/election to receive State revenues pursuant to ORS221.070.

Resolution 2327 adopts the City of Hermiston’s budget, makes appropriations, imposes, and categorizes taxes for FY2024-2025.

Resolution 2328 establishes Reserve Accounts in the City of Hermiston’s Reserve Fund for FY2024-2025.

Resolution 2329 establishes the Compensation Plan for City of Hermiston employees effective July 1, 2024.

Tie-In to Council Goals

The approved budget for the City of Hermiston for FY2024-2025 ties into City of Hermiston’s Vision and Values for FY2024-2025 in exercising fiscal prudence, promoting citizen engagement, building an inclusive environment that values and respects contributions of all people, promotes community partnerships to leverage expertise/resources to serve the public and to promote diverse housing options, accessible community assets, a healthy environment, and a quality education.

Fiscal Information

The adopted budget request for FY2024-2025 for the City of Hermiston is **\$109,564,064** as approved by the Budget Committee at the Budget Committee meeting held on May 23, 2024.

Alternatives and Recommendation

Alternatives

1. Adopt the resolutions as presented/recommended.
2. Do not adopt the resolutions as presented/recommended.
3. Adopt the resolutions with amended totals/different parameters.

Recommended Action/Motion

Staff recommends the resolutions adopted as presented/recommended.

Submitted By:

Ignacio Palacios
Finance Director



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
For the Meeting of June 10, 2024

Title/Subject

Resolution No. 2325 – Authorizing the Installation of Stop Signs

Summary and Background

The City was contacted by concerned citizens about the need for stop signs on SW Meadow View Drive where it intersects with SW Riverhill Drive. City Staff reviewed the request and are in favor of installing the stop signs to control traffic on SW Meadow View Drive at both intersections. A map of the intersections is included with this report.

Tie-In to Council Goals

N/A

Fiscal Information

N/A

Alternatives and Recommendation

Alternatives

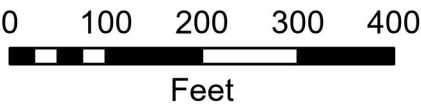
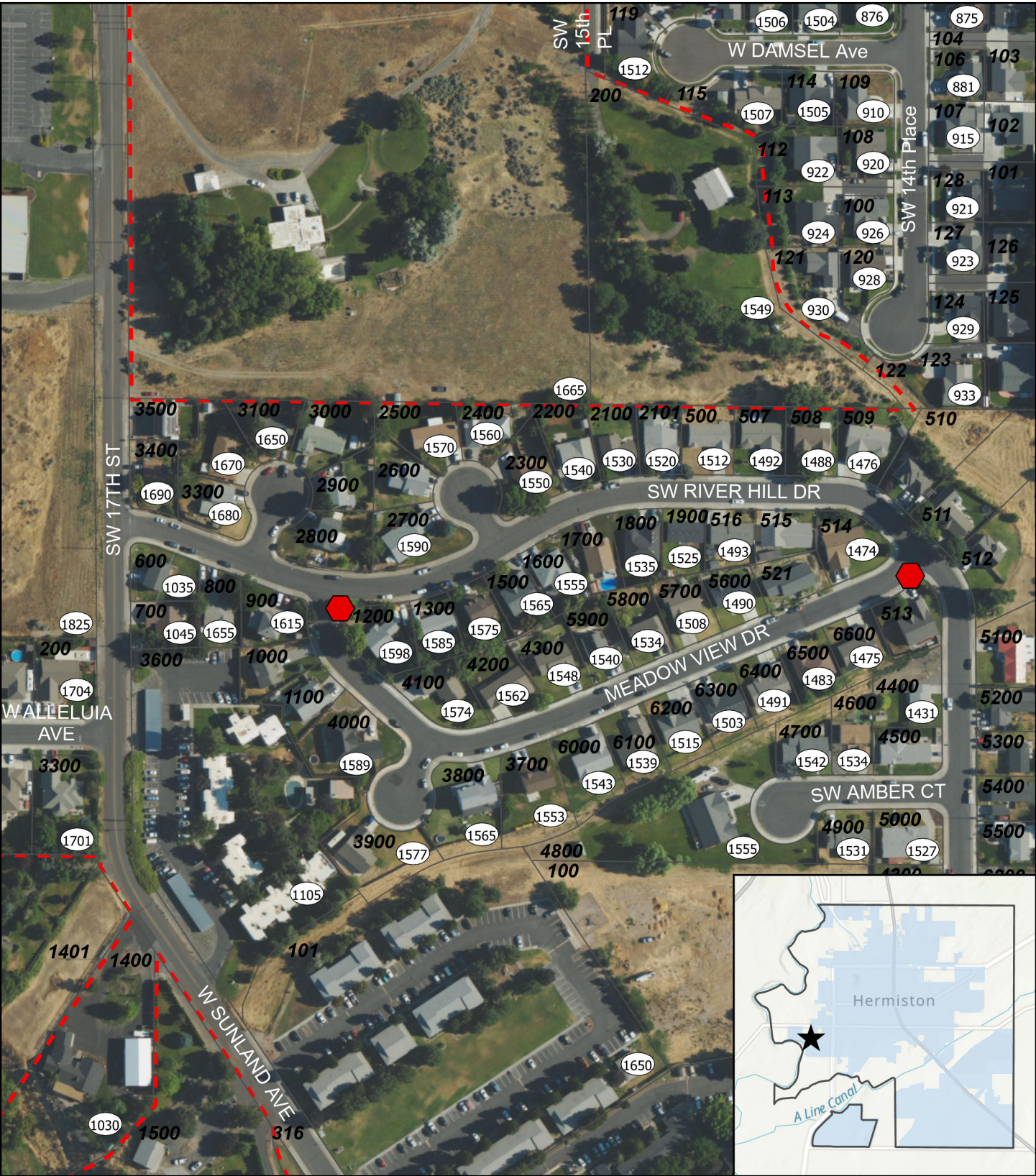
1. Adopt Resolution No. 2325.
2. Adopt Resolution No. 2325 with minor modifications.
3. Direct staff to make major changes to Resolution No. 2325 and return at a later date.

Recommended Action/Motion

Adopt Resolution No. 2325

Submitted By:

Richard S. Tovey, City Attorney



Legend

- New stop sign on SW Meadow View Dr
- City Limits



RESOLUTION NO. 2325

A RESOLUTION AUTHORIZING THE INSTALLATION OF STOP SIGNS

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

WHEREAS, it is expedient and necessary for the safety and welfare of the citizens of the City of Hermiston to install stop signs stopping traffic on SW Meadow View Drive at both the east and west intersections of SW Meadow View Drive and SW Riverhill Drive.

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

1. That it is expedient and necessary to install stop signs at the following locations for vehicular traffic regulation:

<u>Street</u>	<u>Intersection(s)</u>
SW Meadow View Drive	East / West intersections with SW Riverhill Drive

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

PASSED by the Common Council this 10th day of June 2024.
SIGNED by the Mayor this 10th day of June 2024.

Dr. David Drotzmann, MAYOR

ATTEST:

Lilly Alarcon-Strong, CMC, CITY RECORDER

RESOLUTION NO. 2326

**A RESOLUTION DECLARING THE CITY OF HERMISTON'S ELECTION
TO RECEIVE STATE REVENUES**

BE IT RESOLVED that, pursuant to ORS 221.770, the City of Hermiston hereby elects to receive state revenues for the fiscal year 2024-2025.

PASSED by the Common Council this 10th day of June, 2024

SIGNED by the Mayor this 10th day of June, 2024

By: _____
David Drotzmann, MAYOR

ATTEST:

By: _____
Lilly Alarcon-Strong, CMC, CITY RECORDER

RESOLUTION NO. 2327

A RESOLUTION ADOPTING THE CITY OF HERMISTON’S BUDGET, MAKE APPROPRIATIONS, AND IMPOSE AND CATEGORIZE TAXES FOR FY2024-2025

BE IT RESOLVED that the City Council of the City of Hermiston, Umatilla County, hereby adopts the budget for fiscal year 2024-2025 in the total of \$109,564,064 now on file at the offices of the City Recorder.

Making Appropriations

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2024 and for the purposes shown below are hereby appropriated:

GENERAL FUND

City Council	52,874
Manager/Legal	1,102,880
Planning	1,158,589
Finance	746,512
Transportation	552,000
Airport	630,550
Building Inspections	615,881
Parks	758,023
Parks/Utility Landscaping	81,590
Municipal Pool	619,037
Municipal Buildings	153,238
Library	936,675
Recreation	779,329
Community Center	213,685
Harkenrider Center	94,176
Court	944,402
Police Operations	8,002,460
Public Safety Building	38,500
Transfers to Bonded Debt	226,070
Transfer to Reserve	200,000
Transfer to IT	200,100
Debt Service	458,425
Non-Departmental	1,061,850
Contingency	175,000
TOTAL	19,801,846

GO / FF&C BONDED DEBT FUND

Debt Service	1,400,339
TOTAL	1,400,339

STATE TAX STREET FUND

Personnel Services	805,035
Materials & Services	980,277
Capital Outlay	53,600
Transfer to Reserve Fund	280,466
Transfer to General Fund	105,000
Transfer to IT Fund	9,350
Contingency	<u>35,000</u>
TOTAL	2,268,728

TRANSIENT ROOM TAX FUND

Materials & Services	117,950
Transfer to General Fund	573,500
Transfer to Reserve	205,000
Transfer to EOTEC	240,000
Debt Service	143,250
Contingency	<u>-</u>
TOTAL	1,279,700

UTILITY FUND

Recycled Water – Personnel Services	1,691,537
Recycled Water – Materials & Services	2,236,340
Water – Personnel Services	1,116,477
Water – Materials & Services	1,466,515
Transfer to Reserve	3,246,600
Transfer to General Fund	755,500
Transfer to Street Fund	50,000
Transfer to IT	40,250
Debt Service	2,232,947
Contingency	<u>1,752,834</u>
TOTAL	14,589,000

RESERVE FUND

Materials & Services	891,000
Capital Outlay	35,578,895
Debt Service	25,000
Reserve for Future Expenditure	11,509
Contingency	<u>449,450</u>
TOTAL	36,955,854

MISCELLANEOUS SPECIAL REVENUE FUND

Material Services	158,000
Special Payments	<u>145,000</u>
TOTAL	303,000

HERMISTON ENERGY SERVICES

Personnel Services	226,595
Materials & Services	8,067,037
Capital Outlay	2,000,000
Transfer to General Fund	178,000
Transfer to Reserve Fund	500,000
Transfer to IT Fund	2,400
Debt Service	1,070,450
Contingency	<u>2,439,813</u>
TOTAL	14,484,295

REGIONAL WATER FUND

Personnel Services	214,638
Materials & Services	683,500
Transfer to Reserve Fund	200,000
Transfer to General Fund	94,500
Contingency	<u>699,962</u>
TOTAL	1,892,600

CHRISTMAS EXPRESS SPECIAL REVENUE FUND

Materials & Services	40,000
Reserve for Future Expenditures	<u>18,200</u>
TOTAL	58,200

LAW ENFORCEMENT SPECIAL REVENUE FUND

Reserve for Future Expenditures	50,000
Transfer to General Fund	<u>54,700</u>
TOTAL	104,700

LIBRARY FUND

Transfer to General Fund	<u>30,600</u>
TOTAL	30,600

ENTERPRISE ZONE PROJECT FUND

Materials & Services	347,542
Transfer to Utility – NE Water Tower	377,500
Transfer to Reserve	50,000
Transfer to General Fund	458,425
Transfer to TRT Fund	205,000
Transfer to Bonded Debt	1,037,989
Transfer to City Hall Construction Fund	160,000
Contingency	<u>833,444</u>
TOTAL	3,469,900

EOTEC OPERATIONS FUND

Personnel Services	485,132
Materials & Services	299,579
Transfer to General Fund	57,500
Transfer to IT Fund	9,400
Capital Outlay	250,000
Contingency	<u>5,889</u>
TOTAL	1,107,500

IT FUND

Personnel Services	1,153,605
Materials & Services	126,650
Transfer to General Fund	151,000
Contingency	<u>56,347</u>
TOTAL	1,487,602

CITY HALL CONSTRUCTION

Capital Outlay	<u>376,400</u>
TOTAL	376,400

2024 FFC BOND FUND

Transfer to City Hall Construction	<u>402,500</u>
TOTAL	402,500

GENERAL FUND BUILDING CONSTRUCTION FUND

Capital Outlay	<u>9,551,300</u>
TOTAL	9,551,300

TOTAL APPROPRIATION ALL FUNDS	109,564,064
--------------------------------------	--------------------

Imposing The Tax

BE IT RESOLVED that the City Council of the City of Hermiston, Umatilla County, hereby imposes the taxes provided for in the adopted budget at the rate of \$6.0860 per \$1,000 of the assessed value for operations; and in the amount of \$23,800 for bonds; and that these taxes are hereby imposed and categorized for tax year 2024-2025 upon the assessed value of all taxable property within the City of Hermiston.

Categorizing the Tax

	General Government <u>Limitation</u>	Excluded from <u>Limitation</u>
General Fund	\$6.0860/\$1,000	
GO / FF&C Bonded Debt Fund		\$23,800

This resolution shall become effective immediately upon its passage as of the date and year set out below.

PASSED by the Common Council this 10th day of June, 2024

SIGNED by the Mayor this 10th day of June, 2024

By: _____
David Drotzmann, MAYOR

ATTEST:

By: _____
Lilly Alarcon-Strong, CMC, CITY RECORDER

RESOLUTION NO. 2328

**A RESOLUTION ESTABLISHING RESERVE FUNDS
FOR THE CITY OF HERMISTON FOR FY2024-2025**

BE IT RESOLVED that Resolution No. 2279 is hereby repealed and the City of Hermiston does hereby establish the following Reserve Funds listed in Exhibit A attached to and made a part of the resolution.

PASSED by the Common Council this 10th day of June, 2024

SIGNED by the Mayor this 10th day of June, 2024

By: _____
David Drotzmann, MAYOR

ATTEST:

By: _____
Lilly Alarcon-Strong, CMC, CITY RECORDER

Exhibit A / Resolution 2328

Office Equipment	Res-Future Exp- HES Rate Stabilization
Employment Claims	Res-Future Exp- Utility Rate Stabilization
Airport Improvements	Res-Future Exp- Office Equipment
Airport Future Hangar	Res-Future Exp- Employment Claims
Funland Playground	Res-Future Exp- Airport Improvements
Aquatic Ctr Maint & Repair	Res-Future Exp- TRT/Tourism
TRT/Tourism	Res-Future Exp- TRT/Park Development
TRT/Park Development	Res-Future Exp- Hermiston Family Aquatic Center
Bicycle Trails	Res-Future Exp- Bicycle Trails
Parks- SDC	Res-Future Exp- Parks SDC
Skate Park	Res-Future Exp- Skate Park
Street Equipment	Res-Future Exp- Victory Square Park
Street Maintenance	Res-Future Exp- South 2nd St Gateway
CIP Street Construction	Res-Future Exp- Street Equipment
New Street Building	Res-Future Exp- Airport Hangar
E. Penney Ave Roadway Imprvment	Res-Future Exp- Street Maintenance
Transportation SDC Exp	Res-Future Exp- Street Maintenance
Parks	Res-Future Exp- CIP Street Construction
HES Gas Utility	Res-Future Exp- New Street Building
Library Capital Reserve	Res-Future Exp- Traffic Control 11th & Elm
HPD Vehicle Upfitting	Res-Future Exp- Library Capital Reserve
HPD Equipment	Res-Future Exp- HPD Vehicle Upfitting
Sanitary Sewer Dept Equipment	Res-Future Exp- HPD Equipment
RWT Plant Improvements	Res-Future Exp- Public Works Elm Entrance
Regional Water SDC	Res-Future Exp- CIP Water Projects
Sanitary Sewer - SDC	Res-Future Exp- HES Gas Utility
CIP Water Projects	Res-Future Exp- Highland Summit Booster
Water Dept Equipment	Res-Future Exp- Sanitary Sewer Equipment
Water- SDC	Res-Future Exp- RWT Plant Improvements
CIP-RWTP Projects	Res-Future Exp- Sanitary Sewer - SDC
Repair/Replace- Regional	Res-Future Exp- Water Dept Equipment
HES Improvements	Res-Future Exp- Water- SDC
EOTEC TPA/Marketing	Res-Future Exp- CIP - RWTP Projects
EOTEC Equipment	Res-Future Exp- Repair/Replace Regional
HCC Maintenance & Repair	Res-Future Exp- HCC Maintenance/Repair
Community Enhancements	Res-Future Exp- HES Improvements
City Hall Improvements	Res-Future Exp- Belt Park
	Res-Future Exp- Community Enhancements
	Res-Future Exp- City Hall Improvements
	Res-Future Exp- EOTEC TPA/Marketing
	Res-Future Exp- EOTEC Equipment
	Res-Future Exp- Funland Playground
	Res-Future Exp- Alora Heights
	Res-Future Exp- Highland/Kennison Field
	Res-Future Exp- NE Water Tank

RESOLUTION NO. 2329
A RESOLUTION ESTABLISHING CITY COMPENSATION PLAN
FOR THE CITY OF HERMISTON FOR FY2024-2025

WHEREAS, effective July 1, 2024 a 3.0% increase in compensation has been approved by the mayor and council of the City of Hermiston,

NOW THEREFORE BE IT RESOLVED by the mayor and council of the City of Hermiston, Oregon, that the pay plan adopted by Resolution No. 2280 shall be repealed and superseded as follows:

SECTION 1. All offices and positions of the City are divided into the classified and exempt services.

Exempt Services:

1. All employees identified by the Employee Handbook and meeting the guidelines defined by the Fair Labor Standards Act (“FLSA”) and Oregon Wage and Hour laws as exempt.
2. Members of boards and commissions.
3. Volunteer personnel and personnel appointed to serve without pay.
4. Consultants and counselors rendering temporary professional services.

Classified Services: The classified services shall include all other positions that are not specifically placed in the exempt service by this resolution.

SECTION 2. Schedule A sets forth the basic salary ranges and increment steps for City of Hermiston employees.

SECTION 3. Schedule B sets forth representative position titles which shall be assigned to the Salary Range Numbers.

SECTION 4. Schedule C sets forth the basic pay ranges and increment steps and representative position titles for City of Hermiston Parks & Recreation Seasonal Temporary employees.

This resolution shall become effective on July 1, 2024.

Passed by the Common Council this 10th day of June, 2024.

Signed by the Mayor this 10th day of June, 2024.

By: _____
David Drotzmann, MAYOR

ATTEST:

By: _____
Lilly Alarcon-Strong, CMC, CITY RECORDER

Schedule A
July 1, 2024 (3% COLA)

Range	Step A	Step B	Step C	Step D	Step E	Step F
30	3,215	3,344	3,477	3,615	-	-
31	3,638	3,783	3,935	4,091	4,255	4,426
32	3,773	3,925	4,082	4,245	4,414	4,591
33	3,913	4,070	4,232	4,402	4,578	4,761
34	4,058	4,221	4,389	4,565	4,747	4,937
35	4,208	4,377	4,551	4,734	4,923	5,121
36	4,366	4,539	4,721	4,910	5,109	5,312
37	4,530	4,710	4,900	5,096	5,299	5,509
38	4,697	4,886	5,081	5,284	5,495	5,716
39	4,873	5,066	5,269	5,480	5,698	5,927
40	5,053	5,257	5,467	5,685	5,913	6,149
41	5,242	5,451	5,669	5,898	6,132	6,377
42	5,437	5,655	5,880	6,116	6,362	6,614
43	5,638	5,864	6,099	6,343	6,596	6,862
44	5,849	6,084	6,326	6,580	6,842	7,116
45	6,066	6,308	6,561	6,823	7,097	7,380
46	6,277	6,527	6,788	7,059	7,342	7,635
47	6,495	6,753	7,024	7,305	7,598	7,901
48	6,718	6,985	7,265	7,555	7,858	8,172
49	6,950	7,229	7,517	7,818	8,131	8,456
50	7,189	7,477	7,775	8,087	8,411	8,747
51	7,440	7,737	8,047	8,367	8,703	9,052
52	7,696	8,003	8,326	8,657	9,004	9,365
53	7,963	8,281	8,613	8,957	9,315	9,687
54	8,240	8,569	8,911	9,268	9,640	10,024
55	8,523	8,864	9,219	9,588	9,971	10,370
56	8,818	9,171	9,538	9,920	10,317	10,730
57	9,123	9,489	9,868	10,264	10,674	11,101
58	9,345	9,720	10,108	10,513	10,934	11,371
59	9,767	10,158	10,564	10,986	11,426	11,883
60	10,104	10,508	10,927	11,364	11,819	12,292

POSITIONS GROUPED BY SALARY RANGE NUMBERSRange Number

(31)	<u>3,638 - 3,783 - 3,935 - 4,091 - 4,255 - 4,426</u> Park Facility Team Member
(32)	<u>3,773 - 3,925 - 4,082 - 4,245 - 4,414 - 4,591</u> General Clerical Library Assistant Water Meter Technician
(34)	<u>4,058 - 4,221 - 4,389 - 4,565 - 4,747 - 4,937</u> Municipal Service Worker I Senior Library Assistant Recycled Water Utility Worker I Water Utility Worker I
(36)	<u>4,366 - 4,539 - 4,721 - 4,910 - 5,109 - 5,312</u> Court Clerk Librarian I Recreation Coordinator Senior General Clerical Water Utility Worker I-A
(37)	<u>4,530 - 4,710 - 4,900 - 5,096 - 5,299 - 5,509</u> Code Enforcement Environmental Water Quality Compliance Specialist Recreation Coordinator/Facility Manager
(38)	<u>4,697 - 4,886 - 5,081 - 5,284 - 5,495 - 5,716</u> Librarian II Municipal Service Worker II Recycled Water Utility Worker II Recreation Coordinator/Aquatic Center Manager Technology Support Specialist Water Utility Worker II
(39)	<u>4,873 - 5,066 - 5,269 - 5,480 - 5,698 - 5,927</u> Water Utility Worker II-A
(40)	<u>5,053 - 5,257 - 5,467 - 5,685 - 5,913 - 6,149</u> Planning/Building Admin Assistant Assistant City Planner/Deputy City Recorder Mechanic/Municipal Worker Recycled Water Operator/ Lab Manager Recycled Water Utility Worker III Customer Service Representative Water Utility Worker III
(41)	<u>5,242 - 5,451 - 5,669 - 5,898 - 6,132 - 6,377</u> Water Utility Worker III-A

(42)	<u>5,437 - 5,655 - 5,880 - 6,116 - 6,362 - 6,614</u> EOTEC Operations Manager Municipal Buildings Supervisor Park/Facility Lead Worker Recycled Water Utility Worker IV Municipal Service Lead Worker Water Utility Worker IV
(44)	<u>5,849 - 6,084 - 6,326 - 6,580 - 6,842 - 7,116</u> Assistant Library Director Executive Assistant/City Recorder Human Resources Specialist Senior Financial Analyst
(46)	<u>6,277 - 6,527 - 6,788 - 7,059 - 7,342 - 7,635</u> Assistant City Attorney/City Prosecutor Building/Electrical Inspector Communications Manager Park Manager IT Systems/Network Engineer Recycled Water Chief Operator Water Chief Operator
(49)	<u>6,950 - 7,229 - 7,517 - 7,818 - 8,131 - 8,456</u> Assistant Building Official EOTEC General Manager Library Director
(50)	<u>7,189 - 7,477 - 7,775 - 8,087 - 8,411 - 8,747</u> Court Administrator
(52)	<u>7,696 - 8,003 - 8,326 - 8,657 - 9,004 - 9,365</u> Building Official IT Senior Engineer Parks and Recreation Director Street Superintendent
(53)	<u>7,963 - 8,281 - 8,613 - 8,957 - 9,315 - 9,687</u> Police Sergeant Recycled Water Superintendent Water Superintendent
(54)	<u>8,240 - 8,569 - 8,911 - 9,263 - 9,640 - 10,024</u> City Planner IT Director
(55)	<u>8,523 - 8,864 - 9,219 - 9,588 - 9,971 - 10,370</u> Police Lieutenant
(57)	<u>9,123 - 9,489 - 9,868 - 10,264 - 10,674 - 11,101</u> Police Captain
(59)	<u>9,767 - 10,158 - 10,564 - 10,986 - 11,426 - 11,883</u> City Attorney Assistant City Manager Electric General Manager Finance Director Police Chief

All public works employees, except department heads and all employees working on a temporary time basis, shall be paid the hourly equivalent of the monthly salary of the position class and step number in which they are employed, based upon the actual number of hours worked, computed as follows:

- (a) Number of hours in the employing department's work week multiplied by 52 weeks equals the number of hours per year.
- (b) Present monthly salary of employee multiplied by 12 months equals' annual equivalent of monthly salary.
- (c) Annual equivalent of monthly salary divided by the number of hours per year equals hourly equivalent of monthly salary

Schedule C

Parks & Recreation and EOTEC Seasonal Pay Scales
Effective 07/01/2024 (min. Wage \$13.70)

Parks (03.6710, 03.6715)

Pay Code	Position	Step A	Step B	Step C	Step D	Step E	Step F	Step G
	Park Team Member	\$15.20	\$16.20	\$17.20	\$18.20	\$19.20	\$20.20	\$21.20

Aquatics (03.6720)

Pay Code	Position	Step A	Step B	Step C	Step D	Step E	Step F	Step G
11-14	Aq. Asst Mgr	\$19.45	\$20.20	\$20.95	\$21.70	\$22.45	\$23.20	\$23.95
11-03	Aq. Supervisor	\$16.45	\$17.20	\$17.95	\$18.70	\$19.20	\$19.70	\$20.20
11-09	Aq. Lead	\$14.20	\$14.70	\$15.20	\$15.70	\$16.20	\$16.70	\$17.20
11-04	Aq. WSI	\$14.20	\$14.70	\$15.20	\$15.70	\$16.20	\$16.70	\$17.20
11-01	Aq. Lifeguard	\$13.95	\$14.20	\$14.45	\$14.70	\$14.95	\$15.20	\$15.45
11-06	Aq. Team Member	\$13.70	\$13.95	\$14.20	\$14.45	\$14.70	\$14.95	\$15.20
11-15	Aq. Instructor	\$15.20	\$16.20	\$17.20	\$18.20	\$19.20	\$20.20	\$21.20
11-23	Aq. Red Cross Instructor	\$21.20	\$23.20	\$25.20	\$27.20	\$29.20	\$31.20	\$33.70

Recreation (03.6750)

Pay Code	Position	Step A	Step B	Step C	Step D	Step E	Step F	Step G
11-18	Rec. Specialist	\$16.45	\$16.95	\$17.45	\$17.95	\$18.45	\$18.95	\$19.45
11-19	Rec. Instructor/Assistant	\$18.20	\$19.20	\$20.20	\$21.20	\$22.20	\$23.20	\$24.20
11-17	Rec. Lead	\$14.20	\$14.70	\$15.20	\$15.70	\$16.20	\$16.70	\$17.20
11-20	Rec. Adult Official	\$17.20	\$18.70	\$20.20	\$21.70	\$23.20	\$24.70	\$26.20
11-28	Rec. Team Member	\$13.70	\$13.95	\$14.20	\$14.45	\$14.70	\$14.95	\$15.20
11-21	Rec. Youth Official	\$14.20	\$15.20	\$16.20	\$17.20	\$18.20	\$19.20	\$21.20

Community Center (03.6760)

Pay Code	Position	Step A	Step B	Step C	Step D	Step E	Step F	Step G
11-29	CC Facility Attendant	\$13.70	\$13.95	\$14.20	\$14.45	\$14.70	\$14.95	\$15.20
11-30	CC Facility Support	\$13.95	\$14.20	\$14.45	\$14.70	\$14.95	\$15.20	\$15.45
11-31	CC Event Staff	\$18.20	\$18.45	\$18.70	\$18.95	\$19.20	\$19.45	\$19.70

Harkenrider (03.6770)

Pay Code	Position	Step A	Step B	Step C	Step D	Step E	Step F	Step G
11-32	HC Facility Attendant	\$13.70	\$13.95	\$14.20	\$14.45	\$14.70	\$14.95	\$15.20
11-34	HC Facility Support	\$13.95	\$14.20	\$14.45	\$14.70	\$14.95	\$15.20	\$15.45

EOTEC (25.6450)								
Pay Code	Position	Step A	Step B	Step C	Step D	Step E	Step F	Step G
	EOTEC Team Member	\$13.70	\$14.50	\$15.50	\$16.50	\$17.50	\$18.50	\$19.50



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
 For the Meeting of June 10, 2024

Title/Subject

Resolution No. 23 to adopt the FY 2024-25 Budget for the Hermiston Urban Renewal Agency (HURA)

Summary and Background

Resolution No. 23 is being presented to the HURA Board of Directors for approval. The 2024-25 budget includes projects in the Downtown, Southwest, and North urban renewal areas. The major project for the agency in 24-25 will be the NE Aspen Drive extension to facilitate commercial development in the north Hermiston commercial area.

Tie-In to Council Goals

No goals are applicable. Budget approval is a matter of administration of state law.

Fiscal Information

The adopted budget request for FY2022-2023 for HURA is \$6,050,642.

Alternatives and Recommendation

Alternatives

1. Adopt Resolution 23 as presented/recommended.
2. Do not adopt Resolution 23 as presented/recommended.
3. Adopt Resolution 23 with amended totals/different parameters.

Recommended Action/Motion

Staff recommends Resolution 23 be adopted as resented/recommended.

Submitted By:

Clinton Spencer,

Urban Renewal Director

#

RESOLUTION NO. 23**Adopting the Budget**

BE IT RESOLVED that the Board of Directors of the Hermiston Urban Renewal Agency, hereby adopts the Budget for fiscal year 2024-25 in the total of \$6,050,642 now on file at the office of the City of Hermiston City Recorder.

Making Appropriations

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2024, and for the purposes shown below are hereby appropriated:

General Fund

Materials & Services	\$5,602,000
Debt Service	\$446,204
Contingency	\$2,438
TOTAL	\$6,050,642

Declaring Tax Increment

BE IT RESOLVED that the Board of Directors of the Hermiston Urban Renewal Agency hereby certifies to the county assessor for the Hermiston Urban Renewal Downtown Plan Area, Hermiston Urban Renewal Southwest Plan Area, and Hermiston Urban Renewal North Plan Area a request for the maximum amount of revenue that may be raised by dividing the taxes under Section 1c, Article IX, or the Oregon Constitution.

This resolution shall become effective immediately upon its passage as of the date and year set out below.

PASSED by the Urban Renewal Agency this 10th day of June, 2024.

SIGNED by the Director this 10th day of June, 2024.

David Drotzmann, DIRECTOR

ATTEST:

Lilly Alarcon-Strong, CMC, CITY RECORDER