

CITY COUNCIL & URBAN RENEWAL AGENCY

AGENDA

MONDAY, FEBRUARY 24, 2025

COUNCIL CHAMBERS - 180 NE 2ND ST.

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

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

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

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

- A. Urban Growth Boundary Consultant Presentation
- 2. ADJOURN WORK SESSION MEETING
- 3. CALL REGULAR MEETING TO ORDER 7:00 PM
- 4. DECLARATION OF QUORUM
- 5. FLAG SALUTE
- 6. PRESENTATIONS
 - A. Presentation- PATH/Stepping Stones Alliance

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. Committee Vacancy Announcements
- **B.** Parks and Recreation Committee Recommendation Appointments for Remaining 3year terms ending October 31, 2027, Position 1, Jay Ego and term ending October 31, 2026, Position 7 Douglas Minton.
- C. Final Plat Hermiston Christian Center 4N2816BA Tax Lot 100 1825 W Highland Ave
- D. Final Plat Henry K's Addition Phase 1 4N2813 Tax Lots 200 & 500 1295 SE 10th St
- E. Minutes of the February 10th City Council Regular Meeting

9. ITEMS REMOVED FROM CONSENT AGENDA

10. RESOLUTIONS

- A. Resolution No. 2355- Contract Award: Aquifer Storage & Recovery Improvements Phase 1
- **B.** Resolution No. 2356- Water Service Agreement with Amazon Data Services, Inc.
- C. Resolution No. 2357- Initiates the Urban Growth Boundary Amendment

11. OTHER

- A. Discussion of Business License Ordinance and Non-profit Exemption
- B. Monthly Financial Report for January 2025

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 Accountability, Public Safety, Public Infrastructure, Transit Planning, EOTEC, Stepping Stones Alliance (not a City Committee)

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

13. ADJOURN CITY COUNCIL MEETING AND CONVENE URBAN RENEWAL AGENCY MEETING - At or After 7:30 PM

14. CALL TO ORDER

15. NEW BUSINESS

A. Facade Grant - Hermiston Masonic Lodge #138 4N2810DA TL 10400 - 200 W Orchard Ave

16. ADJOURN URBAN RENEWAL AGENCY MEETING

**** 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.

2024 ANNUAL REPORT



Prepared by: Jesalyn C. Cole Section 6, ItemA.

2024 HIGHLIGHTS

Stepping Stones Alliance (SSA) had a big year! Thanks to the support of PATH, community partners, area organizations, local businesses, and countless individual supporters we can look back at MANY, BIG accomplishments.

January – Purchased shuttles with grant dollars; giving us independence in our transportation needs for guest pick up and drop off as well as member errands and appointments.

April – Moved on site in less than 12 hours.

May – Secured grant funding toward an outdoor common space for members and to purchase appliances for the Navigation Center.

June – Opened the Individual Shelter Units and

Navigation Center for members.

August – Hosted a visit from Representative Marsh and other elected officials. Held our first fundraising raffle.

September – Hosted our first annual fundraising gala: Boots & Bling! **October** – Selected for a solar panel project sponsored by AWS; installation began.

November – Received grant funding for recreational activities, the outdoor common space cooking area & pergola, and indoor fire suppression system for the Navigation Center kitchen stove.

December – Celebrated 2nd year of consecutive nights' service to guests in the Sleep Center!



02 ANNUAL REPORT

SLEEP CENTER

The Sleep Center continues to offer a low barrier solution to those seeking overnight shelter and has been in continuous operation every night since opening in December Of 2023. Transportation is available from a pick-up location at 11th and Poplar or guests arrive independently. They are welcomed into the center, fed a basic evening meal, and given a safe place to sleep for the night. Breakfast is served in the morning before guests depart for the day. Transportation is offered back to the same location at 11th and Poplar.



Cindi Jorgensen Sleep Center Coordinator



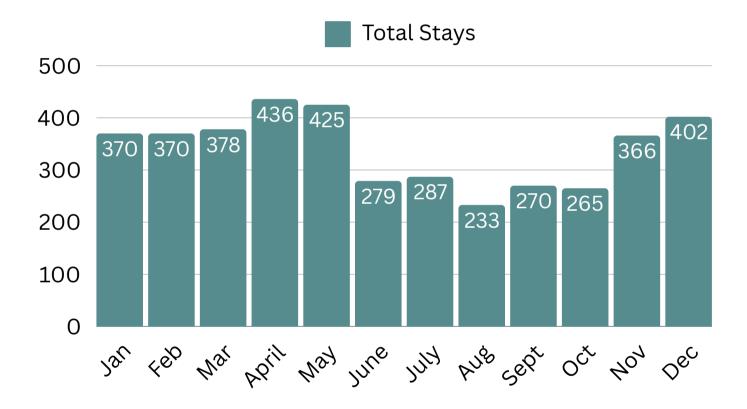
We continue to rely on volunteers to help with morning breakfast and guest check out as well as evening check in procedures. Meals are generously donated by individuals in the community, service organizations, local restaurants, and churches. Our guests are fortunate to have the support from so many.

In December 2023, we contracted overnight security services with Phoenix Protective Corporation. We continue utilizing their team and have been very pleased with the level of professionalism and increased safety this partnership has afforded. We combine staff training opportunities throughout the year to ensure consistency is happening.



SLEEP CENTER NUMBERS

With average nightly stays ranging from 6-16 guests on any given evening, the Sleep Center is offering a much needed service in the region. Over 4,000 overnight stays occurred in 2024.



Once a guest has stayed 14 consecutive nights at the Sleep Center he/she is qualified to transition into membership and works with our Navigation Director on next steps to get into an Individual Shelter Unit.

NAVIGATION CENTER

We were able to open our Navigation Center in June and have continued to build the services and resources available to members staying in the Individual Shelter Units.



Carolina Delgado Navigation Center Director

Members set and work on goals while staying on campus. Some categories include: employment, housing, budgeting, physical health stability, mental health stability, substance use disorder treatment, obtaining documents and/or benefits. Each member works one on one with Carolina to set and progress on their individual goals. She works hard to link our members with the appropriate resources to meet with success.



Members have access and use of computers, washer/dryer, kitchen, and the group area that includes games, books, and puzzles. Staff is on hand daily to help with resume building, applications, etc. We also offer a shuttle schedule Monday-Friday for members to be able to run errands.

SUCCESS

1.

success suc·cess /səkˈses/ noun the accomplishment of an aim or purpose.

> Are we succeeding in our work? How do we know?



With the help of your support, we are making an impact in the lives of those who need us. Here are a few examples of their successes.

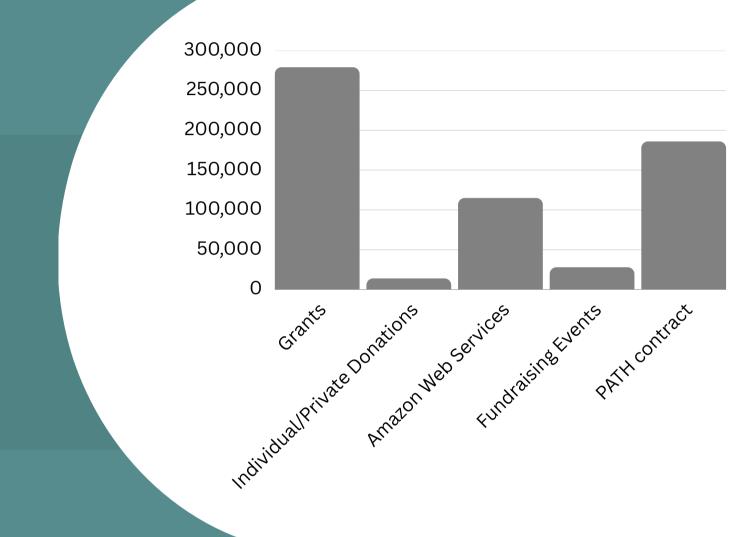
One of our first members made the decision to enter a 2-month detox program and then moved into a half-way house. She was able to re-unite with her young child. That is success!

The first family that joined us as members right after we opened our Individual Shelter Units in June of this year were forced to leave their home when the landlord decided not to rent the property anymore. Dad had a steady job, mom stayed at home with the 2 kids, they had 2 vehicles...and all of a sudden they had no home and nowhere to go. They checked into a motel, but knew that finances would not allow them to stay very long. Mom began looking for resources and quickly found Stepping Stones. Carolina met with the family and put together a plan. They moved into one of the units and became contributing members while working with partner organizations to figure out next steps. Within 3 months we celebrated with the family as they moved out and into their own apartment.

There are more who have moved into housing, others who have found jobs and are saving money, a few who have established medical and mental health plans, some are working through probation requirements, and many have obtained housing vouchers and are on wait lists for permanent housing.

Yes, we are succeeding. The time and energy that members used to spend on finding food and worrying about shelter is now spent on next steps toward self-reliance and independence. Their focus has changed and their outlook includes hope. YOU are helping us make a difference and YOUR ongoing support impacts so many! We couldn't do what we do without YOU!

SOURCES OF REVENUE



In 2024 we doubled our open hours from 12 hours/7 days a week at the Sleep Center to 24 hours/7 days a week to include the Navigation Center and ISUs. We also tripled our staff from 3 to 9 and added the security staffing. Thanks to every donation, small and large, we are able to offer necessary resources to our guests and members. Funding opportunities for future revenue are constantly being researched and explored. Grants, sponsorships, private donations, fundraising events are all being worked on as we continue to grow and add services. EIN 84-4739478

ANNUAL GALA

Sponsors and attendees made our first annual gala, the 2024 Boots & Bling, a fun and successful evening for all! With your help, we raised over \$15,000!



2024 Sponsors and Supporters:

AWS InCommunities, Kopacz Nursery, Clayton Homes, C & C Roofing, Riverpoint Farms, Rylee Kaye Photography, Pepsi, UEC, Wheatland Insurance, VegOut,

Legacy Financial, Rogers Toyota, Lifetime Vision Source, Delish, Inn at Blackberry Creek, CG Catering, Kirby Nagelhout Construction, Hermiston Kiwanis, Safeway, Specks Printing, Midway Bar & Grill, Evs Sweet Tooth, Sassafras Flowers by Shera, Cupcake Paradise, Julie & Kim Puzey, Susan Ross, Dallin Puzey, Cathy Lloyd, Kalinda Harris, Linda Turner, Blaine Braithwaite, Claude Zehnder, Carey family, Mallory Luther

SAVE THE DATE

for Saturday, October 11, 2025 and join us for an evening in an Enchanted Garden! Watch for more details as we get closer. Interested in sponsoring? Reach out and we'll get you information!

GRANTS & DONATIONS

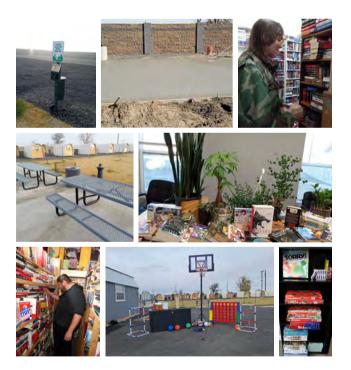


Jesalyn Cole Executive Director

Overseeing the day to day operations includes securing funds to ensure that the day to day can happen. The community continues to be supportive in MANY, MANY ways from volunteering time, donating meals, dropping off grocery items, making community connections for future partnerships, and giving financially.

Grants in 2024:

Oregon Community Foundation, Amazon ChangeX, EOCCO, Oregon Housing and Community Services, Ford Family Foundation, WalMart Store, WalMart DC, AgWest Farm Credit



Grant funding in 2024 financed outdoor commom area concrete and furniture, outdoor trash cans, dog clean up stations, indoor and outdoor activity items, furniture and appliances in the Navigation Center, and overall operations.

NEXT STEPS

This second annual report takes us through the first full year of Stepping Stones Alliance and the progress that has been made. Our next steps and goals include:

- continued growth in partnerships with area resources
- financial sustainability and diversification of funding sources
- volunteer recruitment
- continued outreach through social media, community events, informational brochures, presentations
- street outreach
- assisting members in educational and/or vocational development
- teaching financial management and other life skills through the Navigation Center
- completing the outdoor common space with pavilion and cooking area
- planning for and implementing the next phase of Individual Shelter Units
- finishing the installation of solar panels
- completing the suppression system and installing the stove in the Navigation Center





10 ANNUAL REPORT

BOARD OF DIRECTORS

Our board of directors is made up of 6 volunteers who focus on the high-level strategy, oversight, and accountability of our organization. They are responsible for our long-term success, including the mission and financial stability.



Roger Condie Board Chair



Phil Spicerkuhn Board Secretary



Chuck Barnes Board Vice Chair



Kire Barraza Ross Board Member



Yuridia Romero Board Treasurer



Carol Jones Board Member

SITE SUPPORT

Our 6 staff members oversee our day-to-day operations. They drive, cook, clean, assist members, handle check-in and checkout, oversee the reception area, and so much more!



CONTACT US



SIGN UP FOR OUR NEWSLETTER https://stepping-stones-alliance.org/contact/



WEBSITE www.stepping-stones-alliance.org



FACEBOOK @steppingstonesalliance



INSTAGRAM @steppingstonesalliance



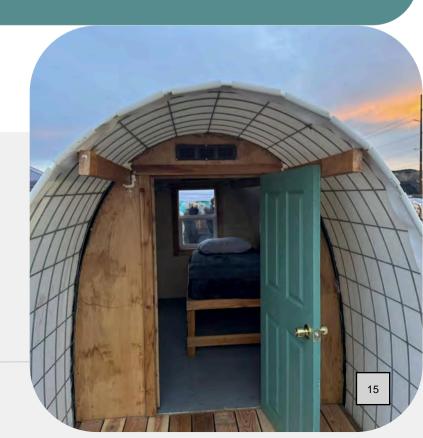
MAIN PHONE (541) 561-3680



EMAIL executivedirector@stepping-stones-alliance.org









PUBLIC ANNOUNCEMENT

The City is accepting applications for the following Committees:

1. Planning Commission

o Position 1, 2, & 3: 3-year term ending March 31, 2028 (Advertised as of 02/11/2025)

2. Airport Advisory Committee

- Position 3: 3-year term ending October 31, 2027 (Advertised as of 07/08/2024)
- Position 2: Remaining 3-year term ending October 31, 2026 (Advertised 11/08/2024)

3. Hispanic Advisory Committee

- Position 1: Remaining 3-year term ending June 30, 2026 (Advertised 11/15/2024)
- o Position 4: 3-year term ending June 30, 2028 (Advertised 01/09/2025)

Deadline to apply for all Committees: Open Until Filled

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

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



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

Title/Subject

Final Plat - Hermiston Christian Center 4N2816BA Tax Lot 100 - 1825 W Highland Ave

Summary and Background

CK3 LLC has submitted the final plat for the Hermiston Christian Center minor partition. The property is located at 1825 W Highland Ave. The partition separates 2.9 acres at the northwest corner of the property from the existing school site. The area proposed for partitioning lies directly north of the terminus of SW 19th Court and south of W Highland Ave. The property was previously partitioned in 1998, separating this area from the land which was later subdivided into the North Riverview Heights subdivision. The act of partitioning a lot within an existing plat (Partition Plat 1998-30) is considered a replat. Under replat statutes, a replat may serve to vacate existing streets and/or easements. The applicant is also proposing to vacate and rededicate existing easements for Hermiston Energy Services, PP&L, and Cascade Natural Gas which do not contain any utilities and rededicate the easements where the actual utilities are located. Each utility has been provided a notice and opportunity to comment on the easement vacations.

The property is zoned Medium-High Density Residential (R-3). The proposed partition creates a 20.69-acre parcel for the existing church site (Parcel 1) and a second 2.88-acre parcel for future residential development (Parcel 2). No development plans have been submitted for Parcel 2. The minimum lot size in the R-3 zone is 5,000 square feet for single and two-family lots and 7,500 for multi-family lots.

The two easements being vacated are located south of the existing building. As noted, there are no utilities within these easements and they potentially limit further development of the site. The final plat indicates the new easements of 10 feet in width are being dedicated for gas and electric use and indicates their precise location.

The planning commission approved the preliminary plat on November 13, 2024, and the final plat on February 12, 2025. The preliminary approval was subject to three conditions. Condition #2 requiring a detailed mapping of the new easements has been satisfied and is no longer required.

The findings of fact are attached to this report as Exhibit A. The conditions of approval are attached as Exhibit B. The map showing the property boundary and adjacent streets and parcels is attached as Exhibit C. The final plat as prepared by the surveyor is attached as Exhibit D. An aerial photo for the planning commission's reference is attached as Exhibit E. Comments received from the Hermiston Irrigation District as a result of noticing are attached as Exhibit F.

Tie-In to Council Goals

Approval of plats is a matter of administration of city ordinances.

Fiscal Information

There is no financial impact to the city because of this partition. The property is currently exempt from property taxes. Parcel 2 will provide additional revenue when residential development occurs.

Alternatives and Recommendation

Alternatives

The city council may choose to approve or deny the final plat.

Recommended Action/Motion

Staff has reviewed the proposed plat and found that it is prepared in accordance with all requirements of 154.46 of the Hermiston Code of Ordinances. Staff recommends the city council approve the plat subject to the conditions of approval.

• Motion to approve the final plat

Submitted By:

C.F. Spencer, Planning Director

Exhibit A

Findings of Fact

Hermiston Christian Center Minor Partition

February 24, 2025

1825 W Highland Ave

Final Plat

Per §154.46 of the Hermiston Code of Ordinances, the final plat shall show:

- (A) The boundary lines of the area being subdivided, with accurate distances and bearings. **Shown as required**
- (B) The lines of all proposed streets and alleys with their width and names. **Shown as** required
- (C) The accurate outline of any portions of the property intended to be dedicated or granted for public use. **Shown as required**
- (D) The line of departure of one street from another. Shown as required
- (E) The lines of all adjoining property and the lines of adjoining streets and alleys with their widths and names. **Shown as required**
- (F) All lot lines together with an identification system for all lots and blocks. **Shown** as required
- (G) The location of all building lines and easements provided for public use, services or utilities. **Shown as required**
- (H) All dimensions, both linear and angular, necessary for locating the boundaries of the subdivision, lots, streets, alleys, easements, and other areas for public or private use. Linear dimensions are to be given to the nearest 1/10 of a foot. Shown as required
- (I) All necessary curve data. Shown as required
- (J) The location of all survey monuments and bench marks together with their descriptions. **Shown as required**
- (K) The name of the subdivision, the scale of the plat, points of the compass, and the name of the owners or subdivider. **Shown as required**
- (L) The certificate of the surveyor attesting to the accuracy of the survey and the correct location of all monuments shown. **Shown as required.**
- (M) Private restrictions and trusteeships and their periods of existence. Should these restrictions or trusteeships be of such length as to make their lettering on the plat

impracticable and thus necessitate the preparation of a separate instrument, reference to such instrument shall be made on the plat. No restrictions are proposed or referenced on the plat

- (N) Acknowledgment of the owner or owners to the plat and restrictions, including dedication to public use of all streets, alleys, parks or other open spaces shown thereon, and the granting of easements required. **Shown as required**
- (O) Certificates of approval for endorsement by the city council and certificate indicating its submission to the planning commission, together with approval for endorsement by other local, county and/or state authority as required by Oregon statutes. Shown as required

Exhibit B

Conditions of Approval

Hermiston Christian Center Minor Partition

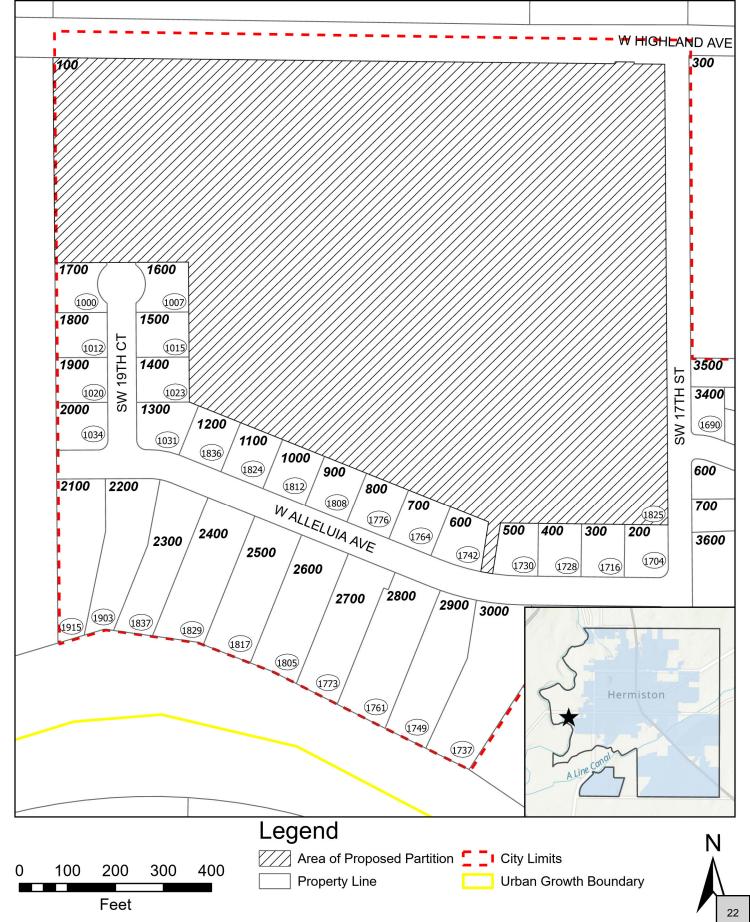
February 24, 2025

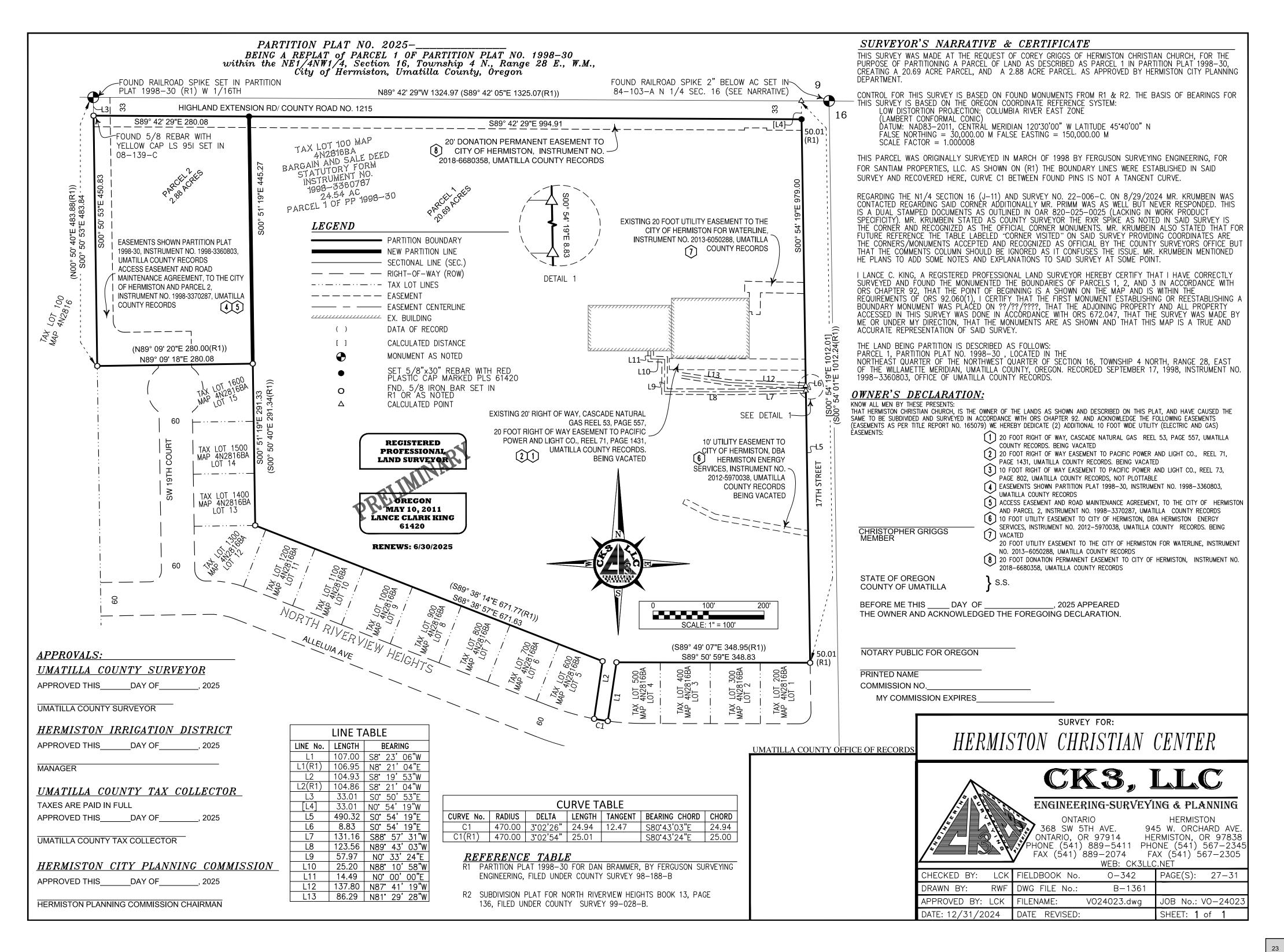
1825 W Highland Ave

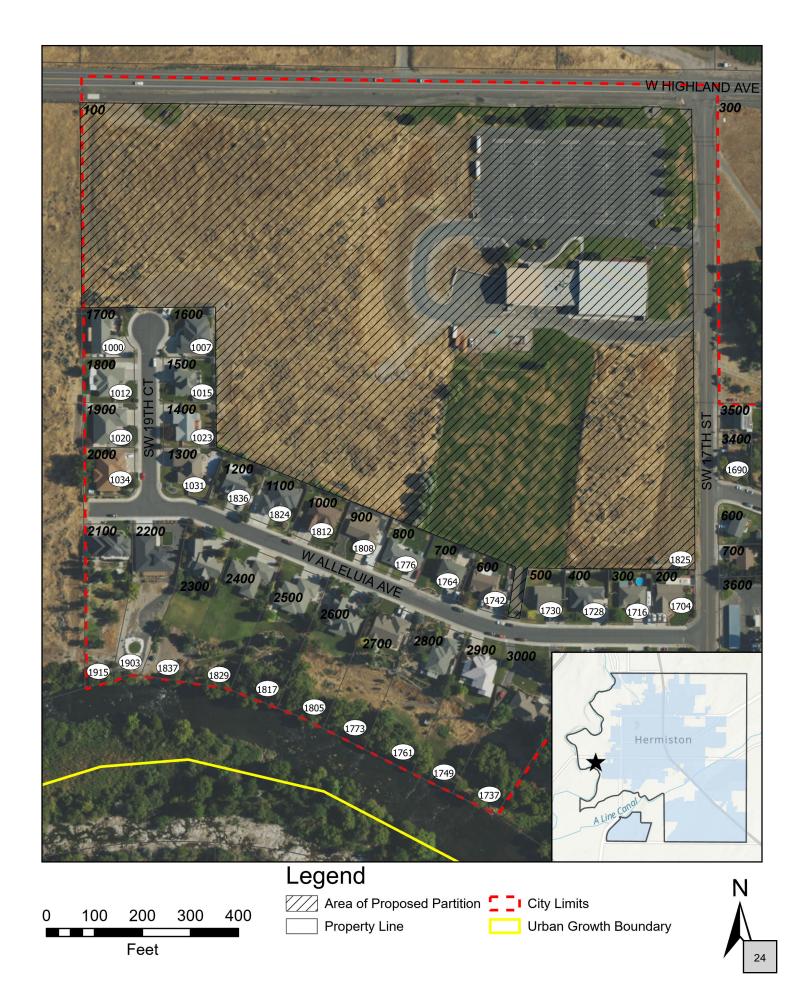
The following conditions were imposed by the planning commission on November 13, 2024:

- 1. The applicant shall work with and receive certification from the Hermiston Irrigation District prior to obtaining city signature on the final plat.
- 2. Comprehensive Plan Figure 12 identifies this site as an area subject to development hazards due to excessively well drained soils. Therefore, the City will prohibit the outdoor storage of hazardous chemicals and underground storage of gasoline and diesel fuels.

Notice of Proposed Land Use Action







HERMISTON IRRIGATION DISTRICT

366 East Hurlburt Avenue Hermiston, OR 97838-2445 Office: 541-567-3024 Fax: 541-564-1069 Mobile: 541-571-7698 E-mail: <u>Manager@hermistonid.org</u>

November 4, 2024

City of Hermiston Planning Commission Clinton Spencer, Planning Director 180 NE 2nd St Hermiston, OR 97838

Re: Hermiston Christian Center Minor Land Partition – 4N2816BA 100

Director Spencer,

I have reviewed the information regarding the application for a minor land partition submitted by Hermiston Christian Center for the property located at 1825 W Highland Avenue, Hermiston, OR and referenced above. My research has shown that this property is within our District boundary, however, there are no water rights located on the property. There are no HID or Federal easements on this property.

HID has no objection to this request. Thank you for the opportunity to review and comment on this application.

Respectfully,

Karra

Karra Van Fossen Water Right Specialist



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

Title/Subject

Final Plat - Henry K's Addition Phase 1 4N2813 Tax Lots 200 & 500 - 1295 SE 10th St

Summary and Background

Bob English of Survey One LLC has submitted a final plat for phase one of the Henry K's Addition. This is the first phase of a planned subdivision approved by the planning commission on May 8, 2024. This phase has 28 single and two-family lots, one 5.9-acre commercial lot, one 25.6-acre commercial lot south of the Union Pacific railroad tracks, one 3.17-acre lot for park purposes along the A Line Canal, and two lots of 10.19 and 29.55 acres reserved for a future development application. The 28 residential lots range in size from 6,000 to 13,000 square feet. The residential lots are zoned Medium-High Density Residential (R-3).

The planning commission's approval of the preliminary plat was subject to 13 conditions of approval, all of which are applicable to the final plat. The criteria that are applicable to the decision to accept the final plat are contained in 154.46 of the of Hermiston Code of Ordinances, governing final plat preparation.

Work is ongoing within the subdivision. Installation of public improvements is actively underway, and the developer wishes to obtain approval of the plat prior to completion and acceptance of the civil improvements. This request is permissible under the city code. §154.61 of the Hermiston Code of Ordinances, relating to construction of general improvements, allows a developer to post a letter of credit or bond as a condition of approval to the final plat and receive the plat for recording with the understanding that no certificates of occupancy will be issued within the development until all public improvements are accepted. The developer has signed an agreement with the city agreeing to delivery of the bond (the agreement itself is required by Condition #2 of the planning commission's preliminary plat approval) and the city has received the bond for improvements. The development agreement and public improvement agreement and public improvement condition is satisfied even though additional work will be ongoing on-site.

There are additional requirements of the plat relating to satisfaction of approval conditions and construction. The remaining requirements will be addressed in the attached findings of fact.

The preliminary plat conditions and the final plat requirements are attached to this report as Exhibit A. The map showing the property boundary and adjacent streets is attached as Exhibit

B. The final plat as prepared by the surveyor is attached as Exhibit C. An aerial photo is attached as Exhibit D.

Tie-In to Council Goals

Approval of plats is a matter of administration of city ordinances.

Fiscal Information

The twenty-eight (R-3) lots will result in twenty-eight new housing units with an average price of \$375,000. The result is approximately \$72,128 in tax revenue to the city at full build-out.

Alternatives and Recommendation

<u>Alternatives</u>

The city council may choose to approve or deny the final plat.

Recommended Action/Motion

Staff recommends the city council approve the final plat.

Submitted By:

C.F. Spencer, Planning Director

EXHIBIT A

Conditions of Approval and Plat Requirements

Henry K's Phase 1 Subdivision

February 24, 2025

The preliminary plat was approved on May 8, 2024, subject to the following conditions of approval. The status of each condition is denoted below.

- 1. Applicant shall work with and receive certification from the Hermiston Irrigation District prior to final plat approval. Applicant should be aware that the City of Hermiston will not sign the final plat until the irrigation district has been satisfied and signs the final plat. *Finding:* The final plat contains the appropriate signature block for the Hermiston Irrigation District and the district will sign the plat upon their determination that all district requirements are satisfied.
- 2. Applicant must sign an improvement agreement and shall install grading, storm drainage, curb and gutter, sidewalks, street paving, and all service utilities for this development. All improvements for each phase shall comply with city standards and specifications and shall receive final approval from the city engineer. *Finding:* The improvement agreement was executed by the developer and city. Improvement installation is ongoing. The developer has submitted a bond in the amount of \$287,000 which the city engineer agrees will cover the cost of the remaining improvements in the event the developer is unable to complete installation.
- 3. Streetlights shall be installed at the applicant's cost. Once installed, the City will assume the monthly service charges. *Finding:* The developer has entered into an agreement with Pacific Power to install all street lights. The city electrical superintendent has reviewed and approved the street light plan.
- 4. Applicant shall comply with all provisions of 92.12 of the Hermiston Code of Ordinances (relating to the control of blowing dust) during all phases of construction. *Finding:* This is an ongoing condition that will remain in effect after completion of public improvements and during construction of housing. The developer has filed a dust control plan with the city building department.
- 5. All streets shall be designated in accordance with §94.22 of the Hermiston Code of Ordinances as detailed in the findings of fact for Chapter 94. Road A shall be labeled as a named street on the final plat with a SE prefix and Drive

suffix. *Finding:* Road A is designated as SE Owyn Drive on the final plat as required.

- 6. Applicant/owner shall improve the Lot 29 frontage of SE 10th Street with a ³⁄₄ street improvement consisting of two travel lanes, curb, gutter, and sidewalk at such time that commercial development occurs on Lot 29. *Finding:* No development is proposed on Lot 29 as part of the plat approval process. Development on Lot 29 will be subject to the development standards in §157.160 through 166 of the Hermiston Code of Ordinances at the time development is proposed. This condition remains in effect.
- 7. Comprehensive Plan Figure 12 identifies this site as an area subject to development hazards due to excessively well drained soils and restrictive foundation soils. Therefore, the City will prohibit the outdoor storage of hazardous chemicals and underground storage of gasoline and diesel fuels. Prior to the development of lots containing cemented hardpan, the city shall require a registered engineer's assessment of the design and structural techniques needed to mitigate potential hazards. *Finding:* This condition will remain in effect following plat approval. It is unlikely that hazardous chemical storage will be a factor in residential development but will be monitored during commercial development on Lot 29.
- 8. A notation shall be placed on the plat stating that Lot 1 shall not access SE 10th Street and Lots 6 and 28 shall not access SE Columbia Drive. *Finding:* The notation for access restriction is shown on page 1 of the final plat.
- 9. A per lot assessment for Lots 1 through 28 shall be established of \$1,557. The assessment will be collected at the time of building permit issuance on each lot and shall be used for replacement of the A Line Canal bridge. Said fee is based upon the residential trip cap of 325 peak hour residential trips and a development plan of 208 residential lots. Should the trip cap or lot count be amended in subsequent phases, recalculation of the fee for lots 29 and above shall be performed by the City. *Finding:* The city finance department has established a reserve account to assign these funds at the time of permit issuance and collection will begin upon start of housing construction.
- 10. Sidewalk shall be installed along the SE 10th Street frontage of Lots 1 and 31 at such time that residential development occurs on each respective lot. *Finding:* This condition remains in effect during all phases of construction.

- 11. SE Columbia Drive is designated as an urban minor collector on the Hermiston TSP and shall be designed with on-street bike lanes through the development. An on-street bike lane shall be striped on the east side of SE 10th Street adjacent to Lots 1 and 30 when residential construction commences on each lot. *Finding:* The approved civil plans reflect the required bike lane striping. As paving occurs, this striping will be added as shown on the plans.
- 12. The applicant shall dedicate 32.7 feet to SE 10th Street right of way adjacent to the development to align right of way and street improvements within the public domain. *Finding:* The dedication is shown on page 2 of the final plat.
- 13. A temporary turn-around shall be installed at the end of Road A until future extension of Road A to connect with SE Columbia Drive is completed. Temporary turn around shall be constructed in accordance with Appendix D (Fire Apparatus Access Roads) of the Oregon Fire Code. *Finding: The turnaround is planned for construction on the approved civil drawings. For consistency and appropriate protection, an easement shall be added to the final plat which mirrors the location of the temporary turnaround. The easement shall be vacated when the next phase of the development is platted.*

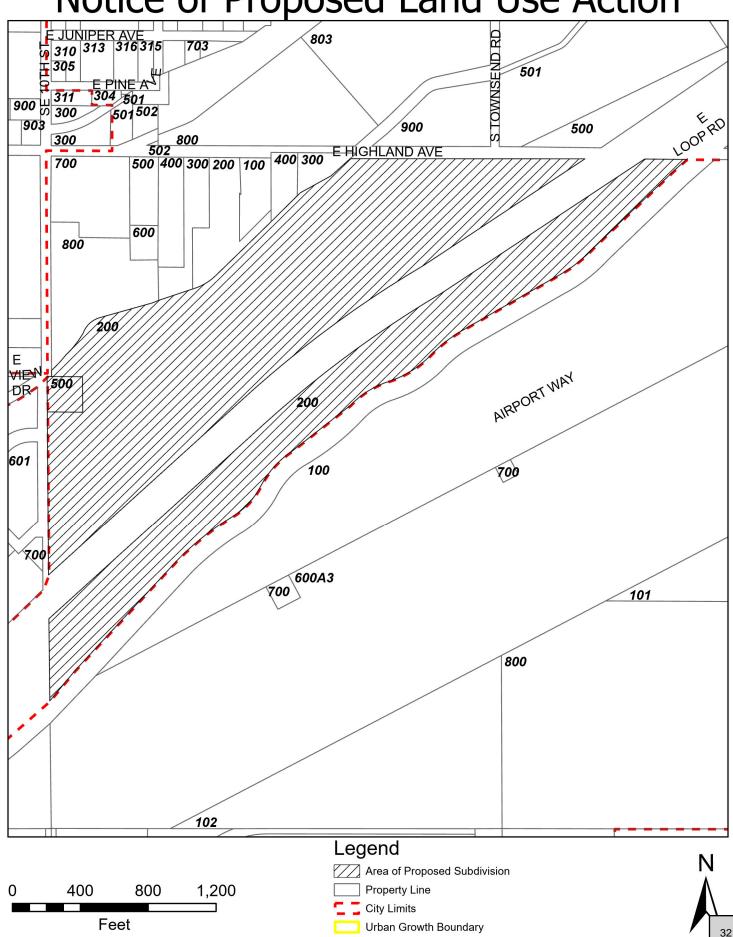
Final Plat

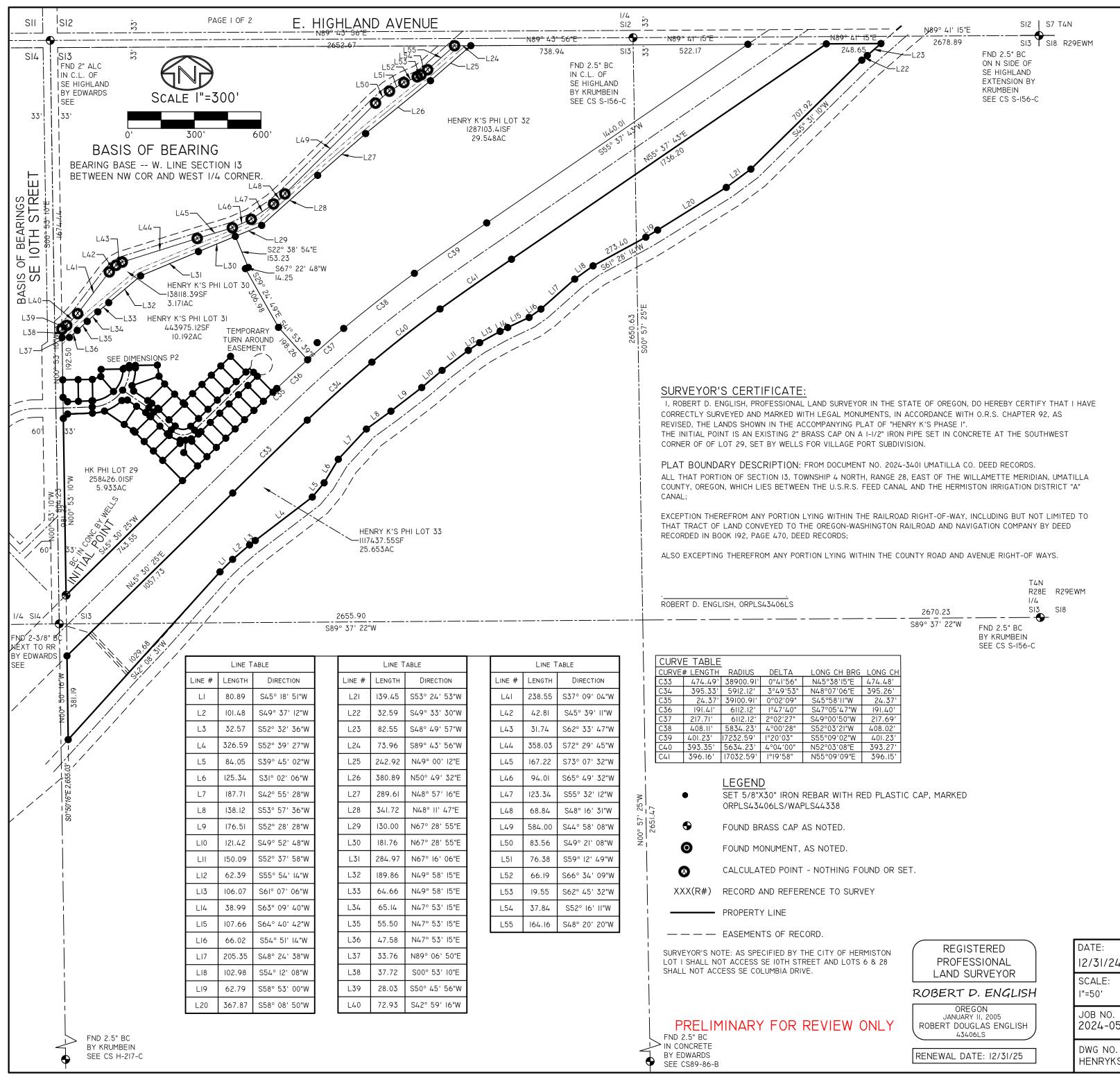
Per §154.46 of the Hermiston Code of Ordinances, the final plat shall show:

- A) The boundary lines of the area being subdivided, with accurate distances and bearings. **Shown as required**
- B) The lines of all proposed streets and alleys with their width and names. Shown as required
- C) The accurate outline of any portions of the property intended to be dedicated or granted for public use. **Shown as required**
- D) The line of departure of one street from another. Shown as required
- E) The lines of all adjoining property and the lines of adjoining streets and alleys with their widths and names. **Shown as required**
- F) All lot lines together with an identification system for all lots and blocks. Shown as required
- G) The location of all building lines and easements provided for public use, services or utilities. **Shown as required**

- H) All dimensions, both linear and angular, necessary for locating the boundaries of the subdivision, lots, streets, alleys, easements, and other areas for public or private use. Linear dimensions are to be given to the nearest 1/10 of a foot. Shown as required
- I) All necessary curve data. Shown as required
- J) The location of all survey monuments and benchmarks together with their descriptions. Shown as required
- K) The name of the subdivision, the scale of the plat, points of the compass, and the name of the owners or subdivider. **Shown as required**
- L) The certificate of the surveyor attesting to the accuracy of the survey and the correct location of all monuments shown. **Shown as required**
- M) Private restrictions and trusteeships and their periods of existence. Should these restrictions or trusteeships be of such length as to make their lettering on the plat impracticable and thus necessitate the preparation of a separate instrument, reference to such instrument shall be made on the plat. Shown as required
- N) Acknowledgment of the owner or owners to the plat and restrictions, including dedication to public use of all streets, alleys, parks or other open spaces shown thereon, and the granting of easements required. Shown as required
- O) Certificates of approval for endorsement by the city council and certificate indicating its submission to the planning commission, together with approval for endorsement by other local, county and/or state authority as required by Oregon statutes. Shown as required

Notice of Proposed Land Use Action





UMATILLA COUNTY HENRY K'S ADDITION PHASE

SUBDIVISION OF CURRENT TAX LOT 200 & 500 OF ASSESSOR'S MAP 4N28I3, LOCATED IN THE NORTHWEST HALF SECTION I3, TOWNSHIP 4 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN, CITY OF HERMISTON, UMATILLA COUNTY, OREGON.

SURVEYOR'S NARRATIVE:

THIS SURVEY WAS PERFORMED AT THE REQUEST OF TYLER JAMES BRANDT, PRESIDENT OF HERMISTON HOMEWORKS, INC., TO PERFORM A SUBDIVISION PLAT ON CURRENT TAX LOT 200 OF ASSESSOR'S MAP 4N28I3, LOCATED IN THE NORTHWEST HALF OF SECTION 13, TOWNSHIP 4 NORTH, RANGE 28 EAST OF THE WILLAMETTE MERIDIAN, CITY OF HERMISTON, UMATILLA COUNTY, OREGON.

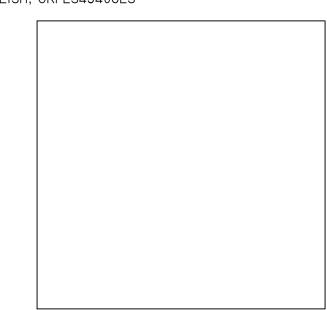
I LOCATED AND TIED THE SECTION CORNERS, AND ADDITIONAL MONUMENTS FROM THE ADJOINING VILLAGE PORT SUBDIVISION, AND ANY OTHER MONUMENTS, AS SHOWN IN ORDER TO DEFINE THIS PLATTED PROPERTY. I ALSO TIED THE USGS RB0592 AT THE HERMISTON AIRPORT TO DETERMINE AN ACCURATE BASE ELEVATION FOR THE TOPOGRAPHIC PRE-DESIGN WORK.

I HOLD THE WEST LINE OF SECTION 13 AS THE BASIS OF BEARING FOR THIS SURVEY AND I APPLY A COMBINED SCALE FACTOR OF 0.99986304 CALCULATED FROM LAT AND LONG USING NOAA NCAT SOFTWARE, FROM GROUND TO GRID. (I.E. I.000I2843 GRID TO GROUND TO MY RTK GPS MEASUREMENTS).

THIS SURVEY WAS PERFORMED USING A CARLSON BRX7 RTK GPS SYSTEM. STANDARD ERROR FOR THE RTK SYSTEM IS 8.0MM + I PPM X BASELINE MEASURED, IN MILLIMETERS.

I FIND NOTHING OUT OF THE ORDINARY ON THIS SURVEY.

ROBERT D. ENGLISH, ORPLS43406LS



UMATILLA COUNTY RECORDS

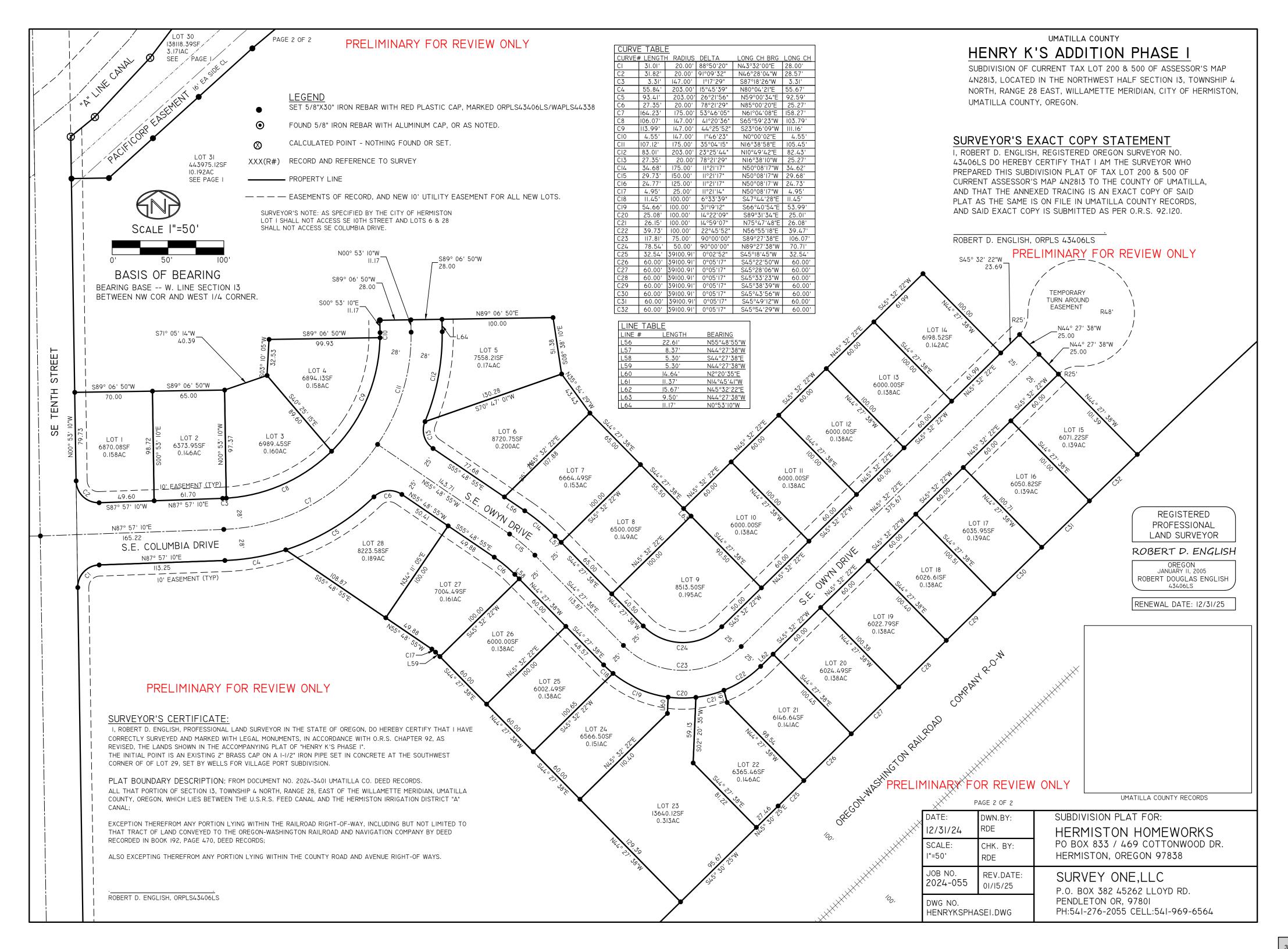
SURVEYOR'S EXACT COPY STATEMENT

I. ROBERT D. ENGLISH, REGISTERED OREGON SURVEYOR NO. 43406LS DO HEREBY CERTIFY THAT I AM THE SURVEYOR WHO PREPARED THIS SUBDIVISION PLAT OF TAX LOT 200 & 500 OF CURRENT ASSESSOR'S MAP 4N28I3 TO THE COUNTY OF UMATILLA, AND THAT THE ANNEXED TRACING IS AN EXACT COPY OF SAID PLAT AS THE SAME IS ON FILE IN UMATILLA COUNTY RECORDS, AND SAID EXACT COPY IS SUBMITTED AS PER O.R.S. 92.120.

ROBERT D. ENGLISH, ORPLS 43406LS

			PAGE I OF 2	
	DATE: 2/3 /24	DWN.BY: RDE	SUBDIVISION PLAT FOR: HERMISTON HOMEWORKS PO BOX 833 / 469 COTTONWOOD DR. HERMISTON, OREGON 97838	
	SCALE: I"=50'	CHK. BY: RDE		
	JOB NO. 2024-055	REV.DATE: 01/15/25	SURVEY ONE,LLC P.O. BOX 382 45262 LLOYD RD.	
	DWG NO. HENRYKSPHASEI.DWG		PENDLETON OR, 97801 PH:541-276-2055 CELL:541-969-6564	

REGISTERED					
PROFESSIONAL					
LAND SURVEYOR					
ROBERT D. ENGLISH					
OREGON JANUARY II, 2005					
ROBERT DOUGLAS ENGLISH					
43406LS					



PAGE 3 OF 3

OWNER'S DECLARATION:

I, TYLER JAMES BRANDT, PRESIDENT OF HERMISTON HOME WORKS, INC., OWNER, OF THE TRACT LOCATED IN THE NORTHWEST HALF OF SECTION 13, TOWNSHIP 4 NORTH, RANGE 28 EAST OF THE WILLAMETTE MERIDIAN, CITY OF HERMISTON, UMATILLA COUNTY, OREGON, DO HEREBY ACKNOWLEDGE THAT I HAVE CAUSED THIS SUBDIVISION TO BE PREPARED AND THIS LAND TO BE SUBDIVIDED IN ACCORDANCE WITH O.R.S. CHAPTER 92, AS REVISED, AND UMATILLA COUNTY ORDINANCE.

TYLER JAMES BRANDT, PRESIDENT

OWNER'S DEDICATION:

HERMISTON HOME WORKS, INC., AN OREGON CORPORATION, OWNER OF THE LAND SHOWN ON THE ACCOMPANYING PLAT, DOES HEREBY ESTABLISH AND ACKNOWLEDGE THIS PLAT AS THE OFFICIAL MAP AND PLAT OF "HENRY K'S ADDITION PHASE I", AN ADDITION TO THE CITY OF HERMISTON, OREGON.

OWNER HEREBY DEDICATES LOT NO. 30, ROADS, STREETS, AND NEW PUBLIC UTILITY EASEMENTS SHOWN, OR NOTED ON THIS PLAT TO THE CITY OF HERMISTON FOR PUBLIC PURPOSES AND USE.

TYLER JAMES BRANDT, PRESIDENT

ACKNOWLEDGMENT

STATE OF OREGON S.S.

COUNTY OF UMATILLA

___, IN THE YEAR ON THIS __DAY OF__ BEFORE ME THE UNDERSIGNED NOTARY PUBLIC, PERSONALLY APPEARED TYLER JAMES BRANDT, PROVED TO ME BY MEANS OF SATISFACTORY EVIDENCE TO BE THE PERSONS WHO EXECUTED THE WITHIN

INSTRUMENT AND ACKNOWLEDGED TO ME THAT THEY, AS LEGAL

NOTARY SIGNATURE

NOTARY PUBLIC OF OREGON (PRINT)

REPRESENTATIVES, EXECUTED IT.

COMMISSION NO.

MY COMMISSION EXPIRES:

SURVEYOR'S CERTIFICATE:

I, ROBERT D. ENGLISH, PROFESSIONAL LAND SURVEYOR IN THE STATE OF OREGON, DO HEREBY CERTIFY THAT I HAVE CORRECTLY SURVEYED AND MARKED WITH LEGAL MONUMENTS, IN ACCORDANCE WITH O.R.S. CHAPTER 92, AS REVISED, THE LANDS SHOWN IN THE ACCOMPANYING PLAT OF "HENRY K'S PHASE I". THE INITIAL POINT IS AN EXISTING 2" BRASS CAP ON A I-1/2" IRON PIPE SET IN CONCRETE AT THE SOUTHWEST CORNER OF OF LOT 29, SET BY WELLS FOR VILLAGE PORT SUBDIVISION.

PLAT BOUNDARY DESCRIPTION: FROM DOCUMENT NO. 2024-3401 UMATILLA CO. DEED RECORDS. ALL THAT PORTION OF SECTION 13, TOWNSHIP 4 NORTH, RANGE 28, EAST OF THE WILLAMETTE MERIDIAN, UMATILLA COUNTY, OREGON, WHICH LIES BETWEEN THE U.S.R.S. FEED CANAL AND THE HERMISTON IRRIGATION DISTRICT "A" CANAL:

EXCEPTION THEREFROM ANY PORTION LYING WITHIN THE RAILROAD RIGHT-OF-WAY, INCLUDING BUT NOT LIMITED TO THAT TRACT OF LAND CONVEYED TO THE OREGON-WASHINGTON RAILROAD AND NAVIGATION COMPANY BY DEED RECORDED IN BOOK 192, PAGE 470, DEED RECORDS;

ALSO EXCEPTING THEREFROM ANY PORTION LYING WITHIN THE COUNTY ROAD AND AVENUE RIGHT-OF WAYS.

ROBERT D. ENGLISH, ORPLS43406LS

SURVEYOR'S EXACT COPY STATEMENT

I, ROBERT D. ENGLISH, REGISTERED OREGON SURVEYOR NO. 43406LS DO HEREBY CERTIFY THAT I AM THE SURVEYOR WHO PREPARED THIS SUBDIVISION PLAT OF TAX LOT 200 & 500 OF CURRENT ASSESSOR'S MAP 4N2813 TO THE COUNTY OF UMATILLA, AND THAT THE ANNEXED TRACING IS AN EXACT COPY OF SAID PLAT AS THE SAME IS ON FILE IN UMATILLA COUNTY RECORDS, AND SAID EXACT COPY IS SUBMITTED AS PER O.R.S. 92.120.

ROBERT D. ENGLISH

ROBERT D. ENGLISH, ORPLS 43406LS

PRELIMINARY FOR REVIEW ONLY

PRELIMINARY FOR REVIEW ONLY

APPROVALS

UMATILLA COUNTY SURVEYOR I, DAVID H. KRUMBEIN, UMATILLA COUNTY SURVEYOR, DO HEREBY CERTIFY THAT I HAVE EXAMINED THE ACCOMPANYING PLAT AND THAT IT COMPLIES WITH THE LAWS OF THE STATE OF OREGON WITH RESPECT TO THE FILING AND RECORDING OF SUCH PLATS, AND I DO THEREFORE APPROVE SAID PLAT FOR FILING IN THE RECORDS OF UMATILLA COUNTY, OREGON.

APPROVED THIS _____ DAY OF _____, 2025.

UMATILLA COUNTY SURVEYOR

UMATILLA COUNTY TAXATION DEPT. TAXES ARE PAID IN FULL.

THIS_____DAY OF_____, 2025.

LIMATILLA COUNTY TAX ASSESSOR

UMATILLA COUNTY COMMISSIONERS:

THE ACCOMPANYING PLAT IS HEREBY APPROVED FOR FILING AND RECORDING IN THE RECORD OF PLATS OF UMATILLA COUNTY, OREGON, BY THE UNDERSIGNED, BY IT'S ORDER.

THIS_____DAY OF_____, 2025.

COMMISSIONER

COMMISSIONER

CHAIRMAN

CITY OF HERMISTON PLANNING COMMISSION & CITY COUNCIL: THE ACCOMPANYING PLAT HAS BEEN APPROVED BY THE PLANNING COMMISSIOIN AND THE CITY COUNCIL OF HERMISTON, OREGON, AND ALL DEDICATIONS ARE HEREBY ACCEPTED.

THIS_____DAY OF_____, 2025.

CHAIRMAN, HERMISTON PLANNING COMMISSION.

THIS_____DAY OF_____, 2024.

MAYOR OF THE CITY OF HERMISTON - CITY COUNCIL.

HERMISTON IRRIGATION DISTRICT:

THE ACCOMPANYING PLAT IS HEREBY APPROVED

THIS DAY OF , 2025.

HERMISTON IRRIGATION DISTRICT

UMATILLA COUNTY HENRY K'S ADDITION PHASE

SUBDIVISION OF CURRENT TAX LOT 200 & 500 OF ASSESSOR'S MAP 4N28I3, LOCATED IN THE NORTHWEST HALF SECTION I3, TOWNSHIP 4 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN, CITY OF HERMISTON,

UMATILLA COPRELORINARY FOR REVIEW ONLY

SURVEYOR'S CERTIFICATE

I, ROBERT D. ENGLISH, OREGON PROFESSIONAL LAND SURVEYOR NUMBER 43406LS, BEING DULY SWORN, DEPOSE AND SAY THAT I HAVE SURVEYED AND MARKED WITH LEGAL MONUMENTS THE LANDS SHOWN ON THIS SUBDIVISION AS SHOWN HEREIN. SAID SUBDIVISION IS SITUATED IN THE NORTHWEST HALF OF SECTION 13. TOWNSHIP 4 NORTH, RANGE 28. EAST OF THE WILLAMETTE MERIDIAN, CITY OF HERMISTON. UMATILLA COUNTY, OREGON.

I FURTHER CERTIFY AND SAY THAT I MADE THIS SURVEY AND PLAT BY ORDER OF AND UNDER THE DIRECTION OF THE OWNERS THEREOF, AND THAT ALL BOUNDARY CORNERS ARE MARKED WITH MONUMENTS AS INDICATED ON THE AMENDED MAP IN ACCORDANCE WITH THE PROVISIONS OF O.R.S. 92.050 AND 92.060.

THE INITIAL POINT IS AN EXISTING 2" BRASS CAP ON A I-I/2" IRON PIPE SET IN CONCRETE AT THE SOUTHWEST CORNER OF OF LOT 29, SET BY WELLS FOR VILLAGE PORT SUBDIVISION.

ROBERT D. ENGLISH

ROBERT D. ENGLISH, ORPLS43406LS

SURVEYOR'S NARRATIVE:

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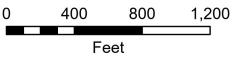
ROBERT D. ENGLISH ROBERT D. ENGLISH, ORPLS43406LS

PRELIMINARY FOR REVIEW ONLY

PAGE 3 OF 3

REGISTERED PROFESSIONAL	DATE: 12/31/24	DWN. BY:	SUBDIVISION PLAT FOR: HERMISTON HOMEWORKS, INC.		
LAND SURVEYOR	SCALE:	CHK. BY:	439 BELLA VISTA AVENUE		
ROBERT D. ENGLISH	N/A	RDE	PENDLETON, OREGON 97801		
OREGON JANUARY II, 2005 ROBERT DOUGLAS ENGLISH 43406LS	JOB NO. 2024-055	REV.DATE: 00/00/00	SURVEY ONE,LLC P.O. BOX 382		
RENEWAL DATE: 12/31/25	DWG NO. HENRYKSPHASEI.DWG		PENDLETON OR, 97801 PH:541-276-2055 CELL:541-969-6564		





Area of Proposed Subdivisi
Property Line
City Limits
Urban Growth Boundary





CITY COUNCIL

Regular Meeting Minutes February 10, 2025

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

Citizen Input on Non-Agenda Items

Kelly Finch, 1005 S 1st- Asked that the Council consider implementing a crossing guard, installing a traffic signal, or doing something else that can help the dangerous intersection by the High School, stating a student was recently hit by a vehicle in this intersection and sustained serious injuries as students aren't paying attention when they cross the street and drivers get impatient and also frequently speed in this area.

Dean Hackett- Stated he has been in the community for 18 years, 16 of those years has been as a Pastor at Living Faith Church and is deeply concerned with the Business License Requirements asking churches to register. Although the Business License waves fees for churches and non-profit organizations, he believes the License itself is a violation of the 1st Amendment and is worried that future Administrations could try to regulate, dictate, or control churches and religious organizations if the City continues to seek licenses to these groups. Mr. Hackett stated that although churches are required to register with the state, this is only required to collect donations and asked that the Council consider making an amendment to exclude churches and religious organizations in the license requirements.

Michelle Monroe, Friends of the Library- invited the Council and public to participate in the 4th Annual Read Across Hermiston Read-A-Thon on March 1st 9am to 4pm at the Next Chapter Bookstore. Organizers are looking for individuals who would like to reach for 20 minutes and solicit monetary donations for the library. More information can be found on their flyer (attached).

Consent Agenda Items

Councilor Duron moved and Councilor Roberts seconded to approve Consent Agenda item A-I, to include:

- A. Committee Vacancy Announcements
- B. Budget Committee Confirmation Re-Appointments for 3-year terms ending December 31, 2027: Position 7, Brian Misner; Position 8, David Hansen; and Position 9, John Douglass.
- C. Budget Committee Confirmation Appointment for remaining 3-year term ending December 31, 2025: Position 3, Rod Hardin. 1
- D. Faith-Based Advisory Committee Confirmation Appointment for 3-year term ending December 31, 2027: Position 3, Rafael Vargas.
- E. Faith-Based Advisory Committee Confirmation Re-Appointment for 3-year term ending December 31, 2027: Position 4, Chris Hankel.
- F. Library Board Confirmation Appointment for the remaining 4-year term ending June 30, 2026: Position 4, Linda Tibbals.
- G. Minutes of the January 23rd and 24th City Council Goal Setting Session Meetings
- H. Minutes of the January 30, 2025 Public Infrastructure Committee meeting
- I. Minutes of the January 30th Regular City Council Meeting

Motion carried unanimously.





Regular Meeting Minutes February 10, 2025

Upcoming Governance-Related Items Discussion

City Manager Smith gave information regarding conducting a Charter review with enough time for public comments prior to placing any items on the General Election Ballot this year; as well as reexamining Council Committees, Boards, and Advisory groups. This would be done by asking Committee Chairs to attend a City Council meeting and present items that their committee is working on to allow Council members an opportunity to make any suggested changes to these committees, including adding or deleted specific committees, and their corresponding ordinances.

Mayor Primmer stated the Committee discussion is something he suggested to discuss as some may have already served their purpose and may no longer be needed.

Councilor Roberts encouraged the public to get involved by volunteering on any of the many committees that have vacancies, stating this is how he first became involved in city government, by becoming a citizen member of a city committee.

Mayor Primmer stated no action is being required at this time, this item is informational only.

Pickleball Complex Naming Agreement

City Manager Smith stated the Pickleball Committee (not a City Committee) has been actively and successfully securing donations for the Pickleball Complex Project at Theater Sports Park. One of these donations includes the naming rights for the Facility which The Good Shephard Health Care System is asking to secure with a \$100,000 donation. This proposal does comply with the City's adopted Naming Rights Policy.

City Manager Smith addressed questions from the Council and Councilor Linton moved and Councilor McCarthy seconded to approve the naming rights agreement as presented. Motion carried unanimously. The Council thanked the Good Shephard Health Care System for being such a great community partner.

Committee Reports

<u>EOTEC Committee</u>- Councilor Barron stated the Committee met for their quarterly meeting and heard updates regarding Barns, HERO's Sports Complex, Parks and Recreation Department helping manage HERO's, helping secure grants, promoters working with regional groups to get good artists to perform at EOTEC, Amazon's solar panel donation, and establishing goals to make EOTEC self-sufficient.

<u>Airport Advisory Committee</u>- Councilor Roberts spoke regarding Hangar Project updates, real-time weather information collection, and budget.

<u>Faith-Based Advisory Committee</u>- Councilor Hayward spoke regarding their efforts to engage the faithcommunity and heard information and asked questions regarding Business Licenses to City Manager Smith that were spoken about earlier in the meeting.

<u>Hispanic Advisory Committee</u>- Councilor Duron stated the Committee is hosting a resource fair at the Community Center focusing on immigration on Sunday, February 16th from 4pm-6pm.

<u>Parks and Recreation Committee</u>- Councilor Duron announced the Harkenrider Senior Center Ribbon Cutting on Thursday, February 13th from 4pm-5:30pm.



CITY COUNCIL

Regular Meeting Minutes February 10, 2025

Mayor's Report

Mayor Primmer spoke regarding:

- Asked Council members who are interested in attending the NLC Congressional City Conference to please reach out to City Recorder Alarcon-Strong at their earliest convenience.
 - City Manager Smith stated the Council Budget is lean and may only be able to accommodate a couple of Council members attending conferences for the rest of the fiscal year.
- Valentines Day

Council President's Report

Council President McCarthy spoke regarding:

- Echoed Mayor Primmer's comments regarding Valentines Day, and
- Encouraged the Community to watch the High School's Performance of Charlie and the Chocolate Factory this weekend.

Council Reports

Councilor Linton moved and Councilor Kelso seconded to have staff return to a future City Council meeting to discuss and provide options for Business License Requirements for churches. Motion carried unanimously.

Councilor Linton moved and Councilor Hayward seconded to have staff return to a future City Council meeting to discuss and provide options for the crosswalk area by the High School at 1st and W. Highland Ave. Motion carried unanimously.

Youth Advisory Report

None present.

City Manager's Report

City Manager Smith stated all items have been previously addressed.

Adjourn City Council Meeting & Tour the Harkenrider Senior Center

There was no other business and Mayor Primmer adjourned the regular City Council meeting at 7:46pm stating that all those present, including members of the public, are invited to tour the Harkenrider Senior Center to include the recently renovated basement.

SIGNED:

Doug Primmer, Mayor

ATTEST:

Lilly Alarcon-Strong, City Recorder

Section 8, ItemE.

4TH ANNUAL

ACROSS HERMISTON READ-A-THON

Saturday, March 1st, 2025 9am-4pm

The Next Chapter Bookstore 1000 S Hwy 395, Suite C, Hermiston, OR 97838

Fundraiser hosted by:



For more information visit: <u>www.hermistonlibraryfriends.org/read-a-thon</u>

or contact the Friends at info@hermistonlibraryfriends.org



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

Title/Subject

Resolution 2355- Contract Award: Aquifer Storage & Recovery Improvements Phase 1.

Summary and Background

This resolution awards a contract to Goodman & Mehlenbacher for \$6,120,280 to develop the Aquifer Storage & Recovery Improvements Phase 1.

Significantly more detail regarding the background and overall project surrounding this ASR project can be found in the staff report for Resolution 2356. Generally, this work will drill a well of approximately 1,500' deep on city-owned property located just off of Feedville Road in the South Hermiston Industrial Park, as well as installation of various pumps, motors, and accessory equipment to begin developing stored water capacity within the deep basalt aquifer.

Phase 2 will follow in several years and will be for construction of additional infrastructure to actually pump, store (above ground), pressurize, and deliver water to end-users.

Financial

This project is being paid for entirely through a Water Supply Agreement with Amazon Data Services. Again, additional detail is available in the staff report for Resolution 2356.

Bids were opened on February 18, 2025 from five qualified bidders as follows:

Goodman & Mehlenbacher	\$6,120,280.00
Rotschy, Inc.	\$6,516,255.00
C&E Trenching	\$7,317,199.23
Eastern Oregon Contracting, LLC	\$7,696,844.05
Holt Services, Inc.	\$7,872,190.30

The bid package was developed through collaboration between Anderson Perry & Associates, and Groundwater Specialists Inc (GSI). AP & GSI have reviewed the bids and recommend award to Goodman & Mehlenbacher.

Alternatives and Recommendation

<u>Alternatives</u>

- 1. Approve Resolution 2355
- 2. Reject Resolution 2355
- 3. Table Resolution 2355

Recommended Action/Motion

Motion to approve Resolution 2355.

Submitted By:

Mark Morgan, Assistant City Manager

ANDERSON PERRY & ASSOCIATES, INC. P.O. BOX 1107 LA GRANDE, OREGON 97850	City of Aquifer	BULATION Hermiston, Orego Storage and Reco ements - Phase 1	n F overy 1	BID OPENING February 18, 2025 11:00 a.m. Local Time		
BIDDER	TOTAL BID PRICE*	First-Tier Form? (Y or N)				
Goodman & Mehlenbacher	\$6,120,280.00	Y				
Rotschy Inc.	\$6,516,255.00	Y				
C&E Trenching LLC	\$7,317,199.23	N				
Eastern Oregon Contracting, LLC	\$7,696,844.05	N				
Holt Services, Inc.	\$7,872,190.30	N				
Engineer's Estimate	\$5,380,000.00					

NOTE: Bid information is preliminary and is under review.

*Total Bid Price (including General, Schedule A, and Schedule B Prices)

RESOLUTION NO. 2355

A RESOLUTION AWARDING A CONTRACT FOR AQUIFER STORAGE AND RECOVERY IMPROVEMENTS PHASE 1 AND AUTHORIZING THE CITY MANAGER TO SIGN ALL NECESSARY DOCUMENTS ON BEHALF OF THE CITY

WHEREAS, the City of Hermiston has the need to contract with a qualified entity to develop the Aquifer Storage & Recovery Improvement Phase I project; and

WHEREAS, notice was published and bids were received, with Goodman and Mehlenbacher Enterprises Inc. being the lowest responsible responsive bidder with a bid of an amount not to exceed \$6,120,280.00; and

WHEREAS, the City will fund this project through a Water Service Agreement with Amazon Data Services.

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

- 1. That Goodman and Mehlenbacher Enterprises Inc.is awarded the contract for the Aquifer Storage & Recovery Improvement Phase I project.
- 2. That City Manager be, and is, hereby authorized to execute and deliver a contract for the Aquifer Storage & Recovery Improvement Phase I project to Goodman and Mehlenbacher Enterprises Inc., 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 \$6,120,280.00.
- 4. That this resolution is effective immediately upon its passage.

PASSED by the Common Council this 24th day of February 2025. SIGNED by the Mayor this 25th day of February 2025.

Doug Primmer, MAYOR

ATTEST:

Lilly Alarcon-Strong, CMC, CITY RECORDER



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

Title/Subject

Resolution 2356- Water Service Agreement with Amazon Data Services, Inc.

Summary and Background

This resolution authorizes a multi-faceted water supply agreement with Amazon Data Services, Inc.

This agreement leverages an Aquifer Storage & Recovery (ASR) process which will allow the company to support several additional data center facilities within the community while returning at least 100 million gallons per year of drinking water to the City of Hermiston; increasing the community's long-range water supply capacity. The company will pay all capital construction costs associated with this project, and will pay the same water rates as all other customers within the city.

How it Works- Generally

The City of Hermiston operates the City's water system, and also operates the jointly-owned Regional Water System (RWS) with the Port of Umatilla. Broadly speaking, the RWS consists of very large pumps in the Columbia River, a very large pipeline which runs 9 miles south in to Hermiston, and a large filtration/treatment facility in Hermiston. This system has peak capacity to flow roughly 20,000 gallons of water per minute (GPM), but during the Winter months the actual demand is closer to 8,000GPM. Similarly, the City of Hermiston's system experiences roughly 1.5 million gallons per day of demand in the Winter compared to nearly 10 million gallons per day in the Summer.

This proposed arrangement will maximize the existing infrastructure by pumping upwards of 400 million gallons of water from the Columbia River between October and March (when demand is low), and storing it approximately 1,500' underground in the deep basalt aquifer. New ADS data centers to be built will then be supplied water from the stored water throughout their summertime cooling season. This will allow for additional economic development without any additional summertime withdrawals from the Columbia River when demand is highest from fish, farmers, and families.

As part of ADS' commitment to being a good community partner, this proposed agreement will have them paying the same water rates as all other customers within the City. Additionally, as part of the company's "Water-Positive" goals, upon operation, the company will pay to process, treat, and inject at least 100 million gallons of water per year <u>over and above</u> what it utilizes for cooling each year. It is estimated that the company may utilize up to 200 million gallons per year. Therefore, the 100MG of water being provided each year to the community's future use is estimated to equal roughly half of the water used by the company for cooling.

How it Works- Specifically

<u>Specific Water Guarantee</u>- This arrangement guarantees provision of 105 million gallons of water per year at flows up to 4,500 gallons per minute.

<u>ASR Operation</u>- This arrangement will utilize the City's un-used potable water capacity from the RWS from approximately October through March to supply water to go down in to the ASR Well.

<u>ASR</u>- ASR is a proven method for storing massive volumes of water for future use. ASR has been successfully used for many years by the cities of Pendleton, Kennewick, The Dalles, and Prineville. A traditional well down in to the deep basalt aquifers pulls ancient water which is trapped in large underground aquifers. Generally, those aquifers are not replenished through natural sources on a human time-scale. However, just as water can be pulled out of the aquifer, water can also be pushed back in to the aquifer for any number of uses.

This agreement will require drilling a new approximately 1,500' deep well, and then installing all the necessary on-site equipment (i.e. pumps/motors/tanks) to then recover the water in the future.

The Oregon Water Resources Department is highly involved in permitting of ASR wells. City staff has been working with GSI, Inc. our groundwater consultants, since 2022, to develop the ASR concept and submitted an official ASR License application in July, 2024. Upon approval of the ASR License and completion of the well, there is a period of monitoring and "building the bubble." Generally, by pouring water in to the aquifer, we will be creating a large "bubble" of water which will have the water quality/chemistry from our surface water, which pushes-out existing groundwater. After a period of bubble-building, and monitoring, then water can be withdrawn.

An important distinction also should be made that ASR is different than Aquifer Recharge (AR). What we are doing, ASR, is putting treated potable drinking water directly in to the aquifer. AR, which others in the region have worked on to varying degrees of success, is a less precise method which simply puts un-treated surface water on to a large area and allows it to percolate in to the aquifer. Due to the precision of ASR, the City anticipates being able to recover upwards of 95% of all water put in to the ground.

<u>Source Water</u>- The City of Hermiston owns approximately 1,500GPM of potable water treatment capacity directly in the Regional Water System. This is the source of water which will be used to inject in to the aquifer. While this water source factors in to the City's Water System Master Plan as a necessary source of water in the future, current water demand levels are such that the City has not utilized any of it's allocation from this source for many years.

<u>Water Supply Capacity</u>- It is critical to understand the seasonal nature of water supply demand on the City's water system in order to understand how much capacity exists. In July,

2024, the City supplied 258 million gallons (MG) of water to customers. In January, 2025, the City supplied 44 million gallons of water to customers. This variance implies that for all day-today needs of residents, excluding irrigation, the true water supply need is roughly 1.4 million gallons per day (MGD) compared to the 8.34MGD being supplied in the Summer.

Since the City has the water rights and developed system capacity to currently supply 8.34MGD to customers in July <u>without</u> even utilizing any source water supply from the RWS, then that means the community's winter-time demand would have to increase 5.8 times before RWS water would be necessary in the winter time. Put another way, the City has this developed asset that is going unused, and will be un-needed until the city grows to a population of at least 120,000 residents.

<u>Community Impacts</u>- This agreement should be celebrated by fishermen, farmers, and financial analysts.

- 1. Fish: This agreement results in significant supply of summertime water for industry without pulling a single drop of water from the Columbia River in the summertime (the period of the year when stream flows are lowest).
- 2. Financial Analysts: City of Hermiston utility rate payers have significant sunk-costs in the developed capacity within the RWS which goes otherwise un-used in the winter time. This agreement not only generates revenue from that infrastructure, but forms a critical component in driving-down future costs for rate payers by improving the economies of scale through the RWS' drinking water treatment facility.

When Shearer's Foods was operating and purchasing potable water from the RWS, the unit-rate through the RWS was approximately \$3. That is the same rate which the City of Hermiston itself had to purchase water at from the RWS wholesale, and then turn around and retail it to customers within the city at roughly \$3.80. That \$0.80 margin did not justify the cost of pumping and conveying the water in to town.

Through this agreement, ADS will guarantee purchasing nearly 5 times as much potable water each year from the RWS as Shearer's did; thus driving the unit rate for potable RWS water down to a projected \$0.61 by 2027. This improvement in economies of scale will make accessing potable water for residential customers within the city in the summertime significantly more affordable.

- 3. Futurists: Storing more than 100 million gallons of water per year will result in expansion of the City of Hermiston water rights capacity by 3.3 Billion gallons over the term of the agreement; equal to 2.3 years-worth of the entire city's current water demands. Therefore, rather than questioning how much of the City's water capacity ADS' data centers are using, future ADS data centers will be net <u>contributors</u> to the City of Hermiston's peak summertime capacity needs.
- 4. Farmers: It is anticipated that ADS will discharge roughly half of the water that it uses each year during peak irrigation season. This discharge will have been water which was captured during the winter, paid for by ADS to convey and store underground, before being pulled back out for their use, and finally discharged to local irrigation canals at no cost for use by local small farms located within the Hermiston Irrigation District. For context, this equals an estimated 63 acres of farmland which can be fully irrigated for an entire season in the region's highest-value commodities of potatoes,

corn, and onions. To be clear, without this effort, none of this 63-acres of irrigation water would otherwise be available to local farmers.

Financial

This Water Supply Agreement (WSA) is broken in to two very distinct phases.

- 1. Phase 1- This phase will physically drill the ASR Well and install necessary equipment for injecting water. Approximately \$8.1 million.
- 2. Phase 2- This phase will install the necessary equipment to pull water back out of the ground and deliver it out to the distribution system in quantities and pressures as spelled out in the agreement. Approximately \$12 million.

The WSA is clear that ADS will cover 100% of the cost of Phase 1. However, there are two possible unknowns prior to Phase 2, which is a) the actual output of the new well and b) the approval of the ASR license from OWRD. Therefore, the agreement delineates that Phase 2 will only begin upon successful completion of Phase 1 (a well that outputs enough water volume, and approval of an ASR license), at which point ADS will cover 100% of the cost of moving forward with Phase 2.

<u>Operational Financials</u>- Upon completion of the capital assets, there will be two stages for operational financials: "Initial Contribution" and "On-Going Replenishment."

- 1. Initial Contribution- This can be thought of as "building the bubble." Table 1 of the agreement shows that from 2025 to 2029, ADS will pay the City \$885,000 for water to put in to the ASR well. This water will be purchased at the City's cost to purchase/treat the water from the RWS, as shown in Table 1.
- 2. On-going Replenishment- From 2029 and beyond, ADS will pay the City whatever the current rate for city water is at the time, for at least 200 million gallons per year. The City will use that revenue to purchase RWS water and put it down the ASR well through the Winter time. ADS shall always pay for at least 100 million gallons of water per year more than it actually uses in it's facility each year. That additional water shall be injected in to the aquifer and shall be available for use by the City water utility in the future.

Alternatives and Recommendation

<u>Alternatives</u>

- 1. Approve Resolution 2356
- 2. Reject Resolution 2356
- 3. Table Resolution 2356

Recommended Action/Motion

Motion to approve Resolution 2356.

Submitted By:

Mark Morgan, Assistant City Manager

NOTICE

Access to this document, DRAFT HERMISTON – ADS WATER SERVICES AGREEMENT CLEAN.PDF, has been removed from this site because the document may contain information that is governed under ORS 192.355. Also, the document has been removed to eliminate any issues with confusion between terms of the draft and any final form of the document because the document was a working document provided to the City Council for their information, but the final document may be completed with some variations.

RESOLUTION NO. 2356

A RESOLUTION AUTHORIZING A WATER SERVICE AGREEMENT WITH AMAZON DATA SERVICES AND AUTHORIZING THE CITY MANAGER TO SIGN ON BEHALF OF THE CITY

WHEREAS, the City of Hermiston ("City") owns and operates a potable water supply system comprised of water diversion, treatment, and distribution facilities that provide potable water to residents and businesses that are customers of the City; and

WHEREAS, Amazon Data Services ("ADS") desires to develop new data centers campuses in the City, the operation of which requires a reliable and sustainable source of potable and industrial water supply; and

WHEREAS, the City and ADS, through the attached proposed Water Service Agreement ("Agreement"), desire to enter into an agreement in which the City will provide water to ADS through an aquifer storage and recovery ("ASR") process; and

WHEREAS, ADS will reimburse the City for costs of installing the ASR and all necessary equipment and infrastructure to then provide industrial water to ADS.

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

- 1. That City Manager be, and is, hereby authorized to execute and deliver the Water Service Agreement with such changes, additions, deletions and modifications as the City Manager may approve.
- 2. That this resolution is effective immediately upon its passage.

PASSED by the Common Council this 24th day of February 2025. SIGNED by the Mayor this 24th day of February 2025.

Doug Primmer, MAYOR

ATTEST:

Lilly Alarcon-Strong, CMC, CITY RECORDER



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

Title/Subject

Resolution No. 2357 initiates the Urban Growth Boundary amendment process and directs staff to prepare the necessary documents to amend the UGB to accommodate additional industrial land.

Summary and Background

The City has seen considerable data center development over the last two years locally, and regionally over the last ten years. Two recent data center developments within the city limits have absorbed approximately 250 acres of heavy industrial land, leaving the city with a deficit of industrial land to accommodate future large-scale industrial construction. Oregon's planning goals, statutes, and rules require cities to plan and maintain a 20-year supply of developable industrial and commercial land (generally referred to as "employment land"). In an effort to determine what and where potential employment land shortfalls will occur and how to best address them, the City prepared an Economic Opportunities Analysis (EOA) over the course of 2024 at the direction of the City Council. The findings of the EOA show that there is persistent and strong demand for data centers nationally and regionally. While the City's employment land overall is strong for many types of economic activity, there is a serious deficiency in large, 100-acre or larger sites that can accommodate the anticipated need for data center development. The shortage of land within the city's UGB is projected at 1,500 acres.

The City and Winterbrook Planning are working to identify potential sites which will satisfy the future need for industrial land. Sites totaling just under 900 acres have been identified and are recommended for consideration in a potential UGB amendment. Staff recommends that the city council adopt Resolution No. 2357 and formally initiate the UGB amendment process. The initial expansion is smaller than the overall need of 1,500 acres in order to avoid adding too much capacity to the UGB all at once. Since the deficit shows a 20-year need, changing economic conditions may impact or lessen that need in the future. The findings of the EOA show an unmet need and it is possible to add additional sites in the future as long as there is still a documented land deficiency.

It is important to note that a UGB amendment is not city acquisition of property and ownership does not change in this process. The political boundary of the city's urban growth boundary, which currently terminates at Feedville Road in the south, would extend to encompass additional land, making this land eligible for annexation, development, and connection to city services in the future.

A UGB amendment requires a considerable amount of research and record development. In addition to simply describing and identifying eligible land, there are a series of evidentiary documents required by the State of Oregon. Evidence relating to transportation, public facility capacity, soil analysis, alternative site analysis, and other documentation must all be prepared and public hearings held before the planning commission and city council. Passage of Resolution No. 2357 directs staff to continue the work of preparing this evidence and scheduling necessary hearings and meetings.

Tie-In to Council Goals

This action directly relates to council goal 1.1 *Examine the expansion of the Urban Growth Boundary (UGB) for commercial and industrial lands*

Fiscal Information

The city council has allocated \$250,000 in the 24/25 municipal budget for this activity.

Alternatives and Recommendation

<u>Alternatives</u>

The council may choose to adopt or reject Resolution No. 2357

Recommended Action/Motion

Staff recommends that the city council adopt Resolution No. 2357 and direct staff to begin the UGB amendment process.

Submitted By:

Clinton Spencer, Planning Director

RESOLUTION NO. 2357

A RESOLUTION INITIATING AMENDMENT OF THE HERMISTON URBAN GROWTH BOUNDARY TO IMPLEMENT THE FINDINGS OF THE 2024 ECONOMIC OPPORTUNITIES ANALYSIS.

WHEREAS, the City of Hermiston continues to see interest in industrial development; and

WHEREAS, the City of Hermiston amended the comprehensive plan through the adoption of a revised Economic Opportunities Analysis on September 9, 2024 through the adoption of Ordinance No. 2365; and

WHEREAS, the findings of the Economic Opportunities Analysis indicate that the City of Hermiston has a continuing need for large industrial sites of at least 100 acres in size to accommodate demand for hyperscale data center development; and

WHEREAS, the 20-year employment forecast and land needs analysis contained within the Economic Opportunities Analysis demonstrates an industrial land deficit of 1,200 acres within the Hermiston Urban Growth Boundary below what is necessary to accommodate industrial growth;

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

- 1. The Hermiston City Council does hereby direct City staff to prepare the necessary documentation to identify suitable land to satisfy industrial land need and begin necessary procedures to initiate an amendment to the Hermiston Urban Growth Boundary to add land as needed in accordance with the recommendations of the 2024 Economic Opportunities Analysis. Document preparation may include but is not limited to amendment of the City comprehensive plan map and policies, amendment to the public facilities and transportation system plans, and amendment to the zoning map and zoning ordinance.
- 2. That this resolution is effective immediately upon its passage.

PASSED by the Common Council this 24th day of February 2025. SIGNED by the Mayor this 24th day of February 2025.

Doug Primmer, MAYOR

ATTEST:

Lilly Alarcon-Strong, CMC, CITY RECORDER



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

Title/Subject

Discussion of Business License Ordinance and Non-profit Exemption

Summary and Background

On January 6, 2025, Pastor F. Dean Hackett sent an email to me regarding concerns he had related to our recently adopted business license ordinance and its application to churches doing business within the city limits of the City of Hermiston. City staff forwarded that message to all of the city council. At the same time, the city attorney reviewed the concerns expressed in the email. On January 10, 2025, I responded to the email with an offer to meet and discuss his concerns in person. I also expressed that city staff did not feel what was adopted was unconstitutional as he asserted in his message.

Following that initial exchange Paster Hackett communicated with city staff a few times. He initially scheduled a meeting to discuss the topic and then cancelled the meeting. He also communicated to the City's Faith Based Advisory Committee about his question. On February 4, 2025, I was invited to attend the City's Faith Based Advisory Committee by its chair. I explained to them the reasons for adopting the business license fee. As we discussed those reasons, there was some interest from the committee in some of the data that could be generated by the business license fee even in relation to non-profit's participation.

Ultimately, Pastor Hackett attended the February 10, 2025, council meeting and expressed his opinions in person to the council. At that meeting, the city council voted to add this subject to a future agenda and so we are here at this meeting discussing the topic.

There are two portions of the ordinance that I would like to focus on. First the purpose in section 119.01 Purpose which states:

This chapter is enacted, except as otherwise specified, to:

(A) Ensure that each business is conducted in compliance with applicable federal, state, and local laws, regulations and ordinances and in a manner comporting with the public health, safety and general welfare;

(B) Secure revenue to assist in defraying the city's cost of administering and enforcing its laws and ordinances and the city's provision of certain municipal services; and

(C) Obtain valuable information for emergency responders, planning and building personnel, and economic development.

The second portion is in section 119.05 Exemptions. Paragraph H includes the provision that a license must be obtained but that non-profits would be exempt from paying the fee. Below is the specific language:

The following are exempt from the licensing requirement:

(H) The following must obtain a business license but are exempt from payment of the license fee:

- (1) Any entity registered with the Oregon Secretary of State as a not-for-profit corporation
- (2) Any business exempt from paying local business license fees or taxed by federal or state constitution or law.
- (3) Any business exempt from paying property tax.

Tie-In to Council Goals

N/A

. . .

Fiscal Information

N/A

Alternatives and Recommendation

Recommended Action/Motion

None from staff, but open to council direction.

Submitted By:

Byron D. Smith



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

Title/Subject

January 2025 Financial Report

Summary and Background

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

Tie-In to Council Goals

Fiscal Prudence

Fiscal Information

See Report

Alternatives and Recommendation

<u>Alternatives</u>

NONE

Recommended Action/Motion

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

Submitted By:

Ignacio Palacios, Finance Director

Byron D. Smith, City Manager

January 2025 Financial Report



Department of Finance January 2025 (Unaudited)

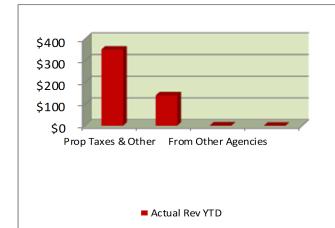
Includes the Hermiston Urban Renewal Agency

FY2024-2025 Monthly Financial Report Hermiston Urban Renewal Agency (HURA) For the Month Ending January 31, 2025

Resources

by Category

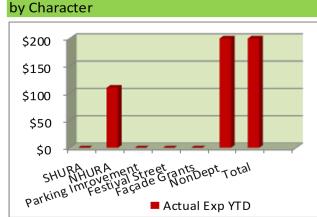
Through January 31, 2025 (in \$1,000)



	Anı	nual Proj Rev	Actual Rev YTD	% Var
Prop Taxes & Other	\$	302	351	116%
Miscellaneous	\$	-	140	100%
From Other Agencies	\$	904	1	0%
Cash Fwd	\$	4,845	-	0%
Total	\$	6,051	\$ 492	8%

Note: Variance is calculated as % of revenue YTD

Expenditures



Through January 31, 2025 (in \$1,000)

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

Note: variance is calculated as % of expenses YTD.

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

FY2024-2025 Monthly Financial Report Hermiston Urban Rewewal Agency (HURA) HURA Capital Projects Report For the Month Ending January 31, 2025											
For tr	ne Month End	ing January 3	1, 2025								
Ending YTD Project Project To-Date % December 31 Expenditures Budget Expenditures Complete											
North First Street Improvement Project \$ 4,900,000 \$ 109,893 \$ 4,900,000 \$ 337,393 2.24%											

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

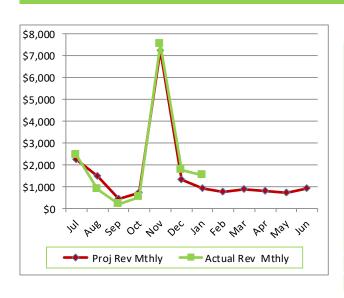
The project will build a new street connecting N. First Street and NE4th Street, extending between NE Aspen Drive and the Home Depot access drive.

<u>Current Update</u>: The project is on schedule. Bidding is anticipated to be complete by the end of February. The design engineer is working on the crossing design for the Hermiston Drain and platting will move forward in February or March.

FY2024-2025 Monthly Financial Report City of Hermiston, Oregon General Fund Resources For the Month Ending January 31, 2025

General Fund Resources Summary

Through January 31, 2025 (in \$1,000)

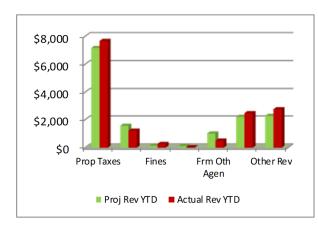


	Proj Rev Mthly	Rev Proj Mthly		tual Rev Mthly	ır Fav/ Jnfav)	% Var
Jul	\$ 2,235	\$ 2,235	\$	2,429	\$ 194	9%
Aug	\$ 1,508	\$ 1,508	\$	885	\$ (623)	-41%
Sep	\$ 447	\$ 447	\$	228	\$ (219)	-49%
Oct	\$ 729	\$ 729	\$	527	\$ (202)	-28%
Nov	\$ 7,244	\$ 7,244	\$	7,541	\$ 298	4%
Dec	\$ 1,343	\$ 1,343	\$	1,768	\$ 426	32%
Jan	\$ 939	\$ 939	\$	1,512	\$ 573	61%
Feb	\$ 750	\$ 750				0%
Mar	\$ 892	\$ 892				0%
Apr	\$ 796	\$ 796				0%
May	\$ 718	\$ 718				0%
Jun	\$ 940	\$ 940				0%
Total YTD	18,541	18,541		14,891	445	2.4%
Cash Fwd	1,261	-		-	-	0%
Total	\$ 19,802	\$ 18,541	\$	14,891	445	2.4%

Estimated General Fund revenues for the 2024-25 fiscal year are \$19,801,846. Projected year-to-date revenues were **\$14,445,390** compared to actual revenues of **\$14,890,805** an unfavorable variance of **\$445,415.** This is primarily due to timing of revenues (for example grant reimbursements, prior receipt of one-time payments, etc.).

FY2024-2025 Monthly Financial Report City of Hermiston, Oregon General Fund Resources & Expenditures For the Month Ending January 31, 2025

General Fund - All Resources by Category **Through January 31, 2025** (in \$1,000)



	Ann Proj		Pi	roj Rev YTD	Act	ual Rev YTD	r Fav/ Infav)	% Var
Prop Taxes	\$7,	643	\$	7,164	\$	7,672	\$ 508	7%
Lic & Fran	\$2,	046	\$	1,563		1,214	(349)	-22%
Fines	\$	250	\$	132		265	133	101%
Interest Rev	\$	250	\$	108		34	(74)	-68%
Frm Oth Agen	\$1,	359	\$	1,015		505	(510)	-50%
Svc Chgs	\$4,	021	\$	2,200		2,461	261	12%
Other Rev	\$2,	972	\$	2,264		2,740	476	21%
Cash Fwd	\$1,	261	\$	-		-	-	0%
Total	\$19,	802	\$	14,445	\$	14,891	\$ 445	3.1%

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

FY2024-2025 Monthly Financial Report

City of Hermiston, Oregon

General Fund Expenditures

For the Month Ending January 31, 2025

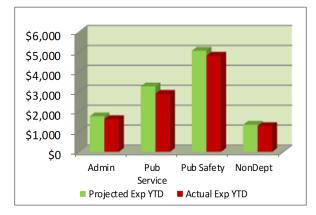
General Fund Expenditure Summary

Through January 31, 2025 (in \$1,000)



Projected General Fund year-to-date expenditures were **\$11,489,572.** Actual expenditures were **\$10,661,599** which is **\$827,973 less** than projected YTD for a **variance of 4.2%**. This is primarily due to HPD vehicle leases and upfitting not-yet incurred.

General Fund Expenditures by Consolidated Department



Through January 31, 2025 (in \$1,000)

	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Admin	\$ 3,061	1,782	1,637	145	8%
Pub Service	5,434	3,281	2,910	371	11%
Pub Safety	8,985	5,073	4,825	248	5%
NonDept	2,321	1,354	1,290	64	5%
Unapp	-	-		-	0%
Total	\$19,802	\$ 11,490	\$ 10,662	\$ 828	7.2%

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

FY2024-2025 Monthly Financial Report General Fund Expenditure Detail For the Month Ending January 31, 2025

General Fund Expenditures

by Department

	Annual Projected			Var Fav/	% Var Fav/
	Ехр	Projected Exp YTD	Actual Exp YTD	(Unfav)	(Unfav)
City Council	52,874	27,272	32,350	(5,078)	-19%
City Manager/Legal	1,102,880	643,347	640,284	3,063	0%
City Planning	1,158,589	675,844	531,996	143,848	21%
Finance	746,512	435,291	432,121	3,170	1%
Total Administration	3,060,855	1,781,754	1,636,751	145,003	8%
Transportation	552,000	298,613	325,489	(26,876)	-9%
Airport	630,550	332,249	287,267	44,982	14%
Bldg Inspection	615,932	353,775	314,699	39,076	11%
Parks	758,023	458,901	469,612	(10,711)	-2%
Parks/Utility Landscaping	81,590	25,966	18,863	7,103	27%
Pool	619,037	416,755	380,335	36,420	9%
Municipal Buildings	153,238	89,389	47,874	41,515	46%
Library	936,675	614,818	526,592	88,226	14%
Recreation	779,329	517,296	410,935	106,361	21%
Community Center	213,685	121,773	82,341	39,432	32%
Harkenrider Center	94,176	51,124	45,787	5,337	10%
Total Public Services	5,434,235	3,280,659	2,909,794	370,865	11%
Court	944,402	537,307	551,205	(13,898)	-3%
Public Safety Center	38,500	(98,366)	28,783	(127,149)	-129%
Police Operations	8,002,401	4,634,042	4,244,719	389,323	8%
Total Public Safety	8,985,303	5,072,984	4,824,707	248,277	5%
Non-Departmental	2,321,452	1,354,176	1,290,347	63,829	5%
Unappropriated	0	0	0	0	0%
Total Non-Dept	2,321,452	1,354,176	1,290,347	63,829	5%
Total	19,801,846	11,489,572	10,661,599	827,973	7.2%

For January, FY2025

Total Administration is **\$145,003 less** than YTD projected. **Total Public Services** are **\$370,865 less** than YTD projected. **Public Safety** is **\$248,277 less** than YTD projected. **Non-Departmental** is **\$63,829 less** than YTD projected.

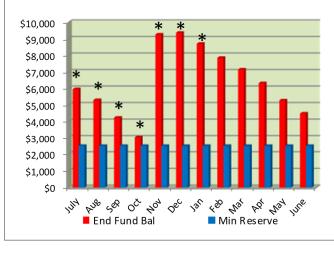
FY2024-2025 Monthly Financial Report

Fund Balance - General Fund

For the Month Ending January 31, 2025

General Fund Ending Fund Balance

Through January 31, 2025 (in \$1,000)



	Be	gin Fund Bal	Re	evenue	E	xpense	En	d Fund Bal	ACT/PROJ Fund Bal
July	\$	5,061	\$	2,429	\$	(1,521)	\$	5 <i>,</i> 969	ACT*
Aug	\$	5,969	\$	885	\$	(1,543)	\$	5,312	ACT*
Sep	\$	5,312	\$	228	\$	(1,292)	\$	4,247	ACT*
Oct	\$	4,247	\$	527	\$	(1,719)	\$	3,056	ACT*
Nov	\$	3,056	\$	7,541	\$	(1,320)	\$	9,277	ACT*
Dec	\$	9,277	\$	1,768	\$	(1,661)	\$	9,384	ACT*
Jan	\$	9,384	\$	939	\$	(1,606)	\$	8,718	ACT*
Feb	\$	8,718	\$	750	\$	(1,603)	\$	7,865	PROJ
Mar	\$	7,865	\$	892	\$	(1,598)	\$	7,159	PROJ
Apr	\$	7,159	\$	796	\$	(1,619)	\$	6,336	PROJ
Ma y	\$	6,336	\$	718	\$	(1,757)	\$	5,296	PROJ
June	\$	5,296	\$	940	\$	(1,735)	\$	4,501	PROJ
Total	\$	5,061	\$	18,414	\$	18,974	\$	4,501	

Minimum Reserve = \$2,454,300

The General Fund balance at the end of January 2024 is approximately **\$8,718,000** which is **3.55 times** the current Minimum Reserve requirement of **\$2,454,300**.

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

FY2024-2025 Monthly Financial Report

Special Revenue Funds Report

For the Month Ending January 31, 2025

Special Revenue Funds

Resources & Requirements

2024-25		Remaining
Annual Budget	Actual YTD	Budget
<u> </u>		
1,400,339	1,177,724	222,615
1,396,659	1,050,192	346,467
3,680	N/A	N/A
· · · · ·		
1,279,700	1,276,935	2,765
1,279,700	810,671	469,029
-	N/A	N/A
36,955,854	10,146,522	26,809,332
36,944,345	11,456,491	25,487,854
11,509	N/A	N/A
303,000	69,389	233,611
303,000	69,568	233,432
-	N/A	N/A
le l		-
	16,954	41,246
	7,654	50,546
-	,	N/A
ue	,	,
104,700	4,890	99,810
54,700	54,700	-
50,000	N/A	N/A
		·
30,600	72	30,528
,	31.645	(1,045)
-		N/A
		•
3,469,900	-	3,469,900
	1,995,164	1,474,736
-		N/A
1,107,500	1.075.114	32,386
		(109,634)
1,107,500		N/A
<u>. </u>		N/A
1 487 602	654 340	833,262
1,707,002	0,4,040	055,202
1,487,602	621,000	866,602
	Annual Budget 1,400,339 1,396,659 3,680 1,279,700 1,279,700 1,279,700 - 36,955,854 36,944,345 11,509 303,000 303,000 - Je 58,200 58,200 58,200 - ue 104,700	Annual Budget Actual YTD 1,400,339 1,177,724 1,396,659 1,050,192 3,680 N/A 1,279,700 1,276,935 1,279,700 810,671 1,279,700 810,671 1,279,700 N/A 36,955,854 10,146,522 36,955,854 10,146,522 36,955,854 11,456,491 11,509 N/A 303,000 69,389 303,000 69,568 303,000 69,568 303,000 69,568 303,000 69,568 303,000 69,568 303,000 69,568 1,04,700 4,890 58,200 7,654 58,200 7,654 104,700 4,890 54,700 54,700 50,000 N/A 30,600 31,645 1,017,500 1,995,164 3,469,900 - 3,469,900 1,995,164 1,107,500 1,075,114 1,107,500 1,217,134

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

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

FY2024-2025 Monthly Financial Report Utility and Street Funds Report For the Month Ending Janaury 31, 2025

Utility and Street Funds Report

Resources & Expenditures

	2023-2024 Annual Budget	Projected YTD	Actual YTD	Variance Fav/(Unfav)	% Variance
04 Street Fund					
Resources	2,268,728	1,106,425	1,266,996	160,571	15%
Expenditures	2,233,728	1,303,008	1,001,922	301,086	23%
Contingency	35,000	N/A	N/A	N/A	N/A

06 Utility Fund					
Resources	14,589,000	7,003,208	8,306,684	1,303,476	19%
Expenditures	12,836,166	7,487,764	6,867,136	620,628	8%
Contingency	1,752,834	N/A	N/A	N/A	N/A

13 HES Fund					
Resources	14,484,295	5,589,088	6,000,517	411,429	7%
Expenditures	12,044,482	7,025,948	7,156,497	(130,549)	-2%
Contingency	2,439,813	N/A	N/A	N/A	N/A

15 Regional Water Fund					
Resources	1,892,600	788,083	733,921	(54,162)	-7%
Expenditures	1,192,638	695,706	698,887	(3,182)	0%
Contingency	699,962	N/A	N/A	N/A	N/A

All four of these funds are projected on a straight line, 7/12th of budgeted expense or revenue per month.

Revenues for the **<u>Street Fund</u>** are **\$160,571 more** than projected. Expenditures are **\$301,086 less** than projected.

Revenues in the Utility Funds are 1,303,476 above projected. Expenditures are \$1,620,628 less than projection.

The **HES Fund** revenue is **\$411,429 more** than projected. Expenditures are **\$130,549 more** than projected.

The **<u>Regional Water Fund</u>** revenues are **\$54,162 less** than projected. Expenditures are **\$3,182 less** than projected.

Section 11, ItemB.

FY2024-25 Monthly Financial Report City of Hermiston, Oregon Utilities/Streets Capital Projects Report

For the Month Ending January 31, 2025

	2024-25 Budget		YTD Expenditures				Project To-Date Expenditures	% Complete
Geer & Harper Re-alignment	\$	1,000,000	\$ 5,914	\$	1,500,000	\$	145,465	9.70%
Gettman Road Extension ROA		650,000	10,428		650,000		362,437	55.76%
N. 1st Place Reconstruction		2,110,390	178,810		4,110,390		2,975,692	72.39%
AWS System Expansion - RWS		15,449,400	7,054,418		20,949,400		16,713,849	79.78%
Well #6 Chlorination		500,000	3,529		500,000		25,529	5.11%
Well #4 Control System		410,000	13,000		410,000		37,000	9.02%
Lift Station #5 Rebuild		150,000	-		150,000		-	0.00%
E. Evelyn Avenue Gravity SL Replacemen		380,000	140,000		380,000		140,000	36.84%
AWS Cooling Discharge		805,000	(310)		805,000		401,040	49.82%
Total	\$	21,454,790	\$ 7,405,789	\$	29,454,790	\$	20,801,012	70.62%

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

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

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

Gettman Road Extension ROA (\$650,000)

Gettman Road Extension right of way acquisition project.

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

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

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

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

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

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

Current Update: Pipelines & Pump work has slowed for winter. The Aquifer Storage & Recovery project was advertised for bids in January.

Section 11, ItemB.

FY2024-25 Monthly Financial Report City of Hermiston, Oregon Utilities/Streets Capital Projects Report For the Month Ending January 31, 2025

	2024-25 Budget	YTD Expenditures	Project Budget	Project To-Date Expenditures	% Complete
Geer & Harper Re-alignment	\$ 1,000,000	\$ 5,914	\$ 1,500,000	\$ 145,465	9.70%
Gettman Road Extension ROA	650,000	10,428	650,000	362,437	55.76%
N. 1st Place Reconstruction	2,110,390	178,810	4,110,390	2,975,692	72.39%
AWS System Expansion - RWS	15,449,400	7,054,418	20,949,400	16,713,849	79.78%
Well #6 Chlorination	500,000	3,529	500,000	25,529	5.11%
Well #4 Control System	410,000	13,000	410,000	37,000	9.02%
Lift Station #5 Rebuild	150,000	-	150,000	-	0.00%
E. Evelyn Avenue Gravity SL Replacemen	380,000	140,000	380,000	140,000	36.84%
AWS Cooling Discharge	805,000	(310)	805,000	401,040	49.82%
Total	\$ 21,454,790	\$ 7,405,789	\$ 29,454,790	\$ 20,801,012	70.62%

Well # 6 Chlorination (\$500,000)

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

Current Update: Design continued.

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

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

Current Updates: Design continues with advertising for construction expected in late Winter.

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

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

Current Update: Design will begin soon.

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

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

Current Update: Design will begin soon.

Section 11, ItemB.

FY2024-25 Monthly Financial Report City of Hermiston, Oregon Utilities/Streets Capital Projects Report For the Month Ending January 31, 2025

	2024-25 Budget	YTD Expenditures	Project Budget	Project To-Date Expenditures	% Complete
Geer & Harper Re-alignment	\$ 1,000,000	\$ 5,914	\$ 1,500,000	\$ 145,465	9.70%
Gettman Road Extension ROA	650,000	10,428	650,000	362,437	55.76%
N. 1st Place Reconstruction	2,110,390	178,810	4,110,390	2,975,692	72.39%
AWS System Expansion - RWS	15,449,400	7,054,418	20,949,400	16,713,849	79.78%
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Well #4 Control System	410,000	13,000	410,000	37,000	9.02%
Lift Station #5 Rebuild	150,000	-	150,000	-	0.00%
E. Evelyn Avenue Gravity SL Replacemen	380,000	140,000	380,000	140,000	36.84%
AWS Cooling Discharge	805,000	(310)	805,000	401,040	49.82%
Total	\$ 21,454,790	\$ 7,405,789	\$ 29,454,790	\$ 20,801,012	70.62%

AWS Cooling Discharge (\$805,000)

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

Current Update: Project has been winterized.

FY2024-25 Monthly Financial Report City of Hermiston, Oregon Other City Capital Projects Report For the Month Ending January 31, 2025

	2024-25 Budget	Ex	YTD (penditures	Project Budget	F	Project To-Date Expenditures	% Complete
Airport Improvements	\$ 4,015,000	\$	4,000	\$ 4,015,000	\$	206,803	5.15%
Hangar Replacement	1,300,000		345,983	1,300,000		498,031	38.31%
Urban Tree Project (Grant)	850,000		24,109	1,000,000		40,215	4.02%
Cimmaron Park Project	420,000		2,040	420,000		2,040	0.49%
Library Remodel	3,700,000		667,423	4,500,000		1,138,273	25.29%
ARC Remodel	375,000		339,638	750,000		343,417	45.79%
Public Safety Building Remodel	5,000,000		1,583,500	7,500,000		2,210,723	29.48%
Total	\$ 15,660,000	\$	2,966,693	\$ 19,485,000	\$	4,439,502	22.78%

Airport Improvements (\$4,015,000)

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

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

Hangar Replacement (\$1,300,000)

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

<u>Current Update</u>: Taxilane construction completed in September. Project now awaits delivery of the hangar kit to be assembled.

Urban Tree Project Grant (1,000,000)

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

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

Cimmaron Park Project (\$420,000)

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

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

FY2024-25 Monthly Financial Report City of Hermiston, Oregon Other City Capital Projects Report For the Month Ending January 31, 2025

	2024-25 Budget	Ð	YTD (penditures	Project Budget	F	Project To-Date Expenditures	% Complete
Airport Improvements	\$ 4,015,000	\$	4,000	\$ 4,015,000	\$	206,803	5.15%
Hangar Replacement	1,300,000		345,983	1,300,000		498,031	38.31%
Urban Tree Project (Grant)	850,000		24,109	1,000,000		40,215	4.02%
Cimmaron Park Project	420,000		2,040	420,000		2,040	0.49%
Library Remodel	3,700,000		667,423	4,500,000		1,138,273	25.29%
ARC Remodel	375,000		339,638	750,000		343,417	45.79%
Public Safety Building Remodel	5,000,000		1,583,500	7,500,000		2,210,723	29.48%
Total	\$ 15,660,000	\$	2,966,693	\$ 19,485,000	\$	4,439,502	22.78%

Library Remodel (\$4,500,000)

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

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

ARC Remodel (\$750,000)

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

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

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

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

<u>Current Update</u>: Under slab utility construction is taking place. Concrete is being poured back as well as new footings and stem walls for the sally port area.



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

Title/Subject

Facade Grant - Hermiston Masonic Lodge #138 4N2810DA TL 10400 - 200 W Orchard Ave

Summary and Background

The Hermiston Urban Renewal District has received a façade grant application for improvements to commercially zoned property located at 200 W Orchard Ave. The proposed improvements to the Masonic Lodge include the addition of exterior lighting, replacement of signage and adding an additional sign. The estimated budget for the improvements is \$8,626. The applicant is requesting an award of \$4,313. Under the terms of the grant program, the district may provide a match of up to 50% of the project budget up to a maximum award of \$20,000. The planning commission considered and scored the grant request at their February 12 regular meeting. The planning commission's scoring (attached) reached a recommended match of 40%.

Tie-In to Council Goals

Urban renewal and downtown revitalization are council goals.

Fiscal Information

There is sufficient funding in the façade grant budget for 2024-25 to accommodate the recommended grant match of 40% for the \$8,626 project budget.

Alternatives and Recommendation

Alternatives

The city council may choose to accept the planning commission recommendation of a 40% match or modify the match percentage.

Recommended Action/Motion

The proposed improvements will improve the appearance of the property and downtown. Staff recommends the council accept the planning commission recommendation.

Motion to approve a 40% match award for the exterior improvements and signage to 200 W Orchard Ave.

Submitted By:

C.F. Spencer, Planning Director

Hermiston Urban Renewal Agency

Application for Façade Improvement Grant

Name of Applicant	Hermiston Mason	ic Lodge #1	.38		
Property Address	200 West Orchard Avenue Hermiston, Oregon 97838				
Property Owner (if different)					
Owner Address (if different)					
Business Name					
Phone Number	541-314-8849		E-Mail	jde3man	@outlook.com
Project Description Please address the scoring criteria as much as possible. Use additional pages if necessary.	Additional pages as This request is bein ongoing building r our intent to enhan dark at night and h	ng made to renovations nce outside	assist the l . This proj lighting fo	ject is a bit or an area th	unique as it is
Grant Request	\$4,313.00	Project Bud	get	\$8,626.0	0
Start Date	03/01/2025	End Date		03/31/20)25
Applicant Signature	Æ	-		Date	01/17/2025

Please attach to this form copies of the project budget, construction drawings, property owner consent, an itemized list of improvements, and other items that are pertinent to the project.

Hermiston Urban Renewal Agency

Application for Façade Improvement Grant

Colors proposed	The replacement of the large circular sign and addition of an appendant body sign are blue and white.
Describe building materials proposed	Vinyl and plastic pvc materials for the signs and then commercial grade materials for the exterior lights.

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.

Yes. This area due to the location near the food pod and because of the current Kayak bus stop, has had increased foot traffic in the last 3 years. We propose to enhance the lighting on our building not only for the potential protection of our property, but to also assist in fortifying the area through enhanced lighting consistent with crime prevention through environmental design practices.

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

If lighting counts as new aesthetic elements, then yes, absolutely.

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

I believe an argument can be made enhanced lighting can lead to lessened fears some may have in the evening hours, and that could directly lead to additional business flow to the food pod location.

Hermiston Urban Renewal Agency

Application for Façade Improvement Grant

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

Yes. The only exception may be the fact we intend to add (2) lights on the west side of our building versus (1) light. The reasoning is to provide extra light into the municipal parking lot for patrons of the food pod.

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

I believe so. As someone who works with Hermiston Energy Services frequently regarding street light replacement and/or additions, I know firsthand the significance of target hardening via simple things such as enhanced lighting.

January 17th, 2025

Façade Grant Committee members,

Over the last decade, members of the Hermiston Masonic Lodge #138 have made significant monetary investment into the interior and exterior of our lodge building. This includes among other things, exposing and refinishing existing hardwood floors, replacing the roof, painting the exterior of the building, adding securing fencing on the east side of the building, fortifying and enhancing the front entrance, adding a locking flagpole, and installing bricks around the exterior. The lodge made these enhancements to beautify the building.

The lodge is now humbly requesting assistance to perform even more enhancements by way of replacing the large 95" circular sign on the front of the building and adding a smaller 24" circular sign to identify an appendant body that uses the building for business. The sign replacement is due to the consistent exposure to the elements on the south side of the building.

In addition, we are wanting to enhance the lighting around the building both for our sake and for that of the public. The area around the lodge has been subject to increased foot traffic and because the area is quite dark at night, we feel it is our part to assist. A request to possibly add a streetlight and to replace the bulbs of an existing streetlight on West Orchard Avenue will be made to Hermiston Energy Services. For our building, we plan to add soffit lighting and large commercial-grade LED lighting on the west side of the building facing the municipal parking lot that is used by patrons of the food pod.

The Bi-Mart building was the recent victim of a burglary attempt where several thousand dollars of damage to an existing door and locking mechanism took place. We believe enhanced lighting may assist in making the entire area less attractive to the criminal element within our community.

Regardless of the outcome of our application, we appreciate the opportunity.

Sincerely,

Jason Edmiston – member of Hermiston Masonic Lodge #138



Address: 860 West Elm Ave PO Box 25 Hermiston, OR 97838 Phone: 541-567-5532 Fax: 541-567-7312 CCB# 02315

Customer Contact: Jason Edmiston

jde3man@outlook.com

Date: 1/16/2025

Estimator: Brent Ottmar - brent@shelcoelectric.com

Scope of work:

Install LED strip accent lighting on entire front of building that will light sidewalk as well as building. Change out wall pack light to larger LED type on east side of building for sidewalk/driveway. Install LED flood lights on west side of building shining up parking lot on that side. Install conduit and boxes for wall sconce lights in entry way so it isn't barely lit. All fixtures will be controlled by a LED rated photo cell that will make them come on from dusk to dawn. Entry way will be controlled with motion activation.

Includes:		Cost:
Materials, labor and lift equipment to perform the above task.		\$5,886.00
	Proposed Cost: Quote Expires:	\$5,886.00 2/21/25

Not Included:

Working on weekends or after regular weekday hours.

Terms: Payment net 30 days

Clause:

All material is guaranteed to be as specified and caries manufacture warranties. All work to be completed in a workmanlike manner according to standard practices and is warrantied for one year unless otherwise specified. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Property owner shall carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. ~ **Thank you**

Authorized Signature:

Brent C Ottmar

Note: This proposal may be Withdrawn by us if not accepted with in 30 days from date listed above.

Acceptance of Proposal:

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above

Date of acceptance:

Please sign above and date. Fax or return to SHELCO Electric Inc. ~ **Thank you**.

SHELCO ELECTRIC INC. - Confidential

High Performance Signs

P.O. Box 1029 Hermiston, OR 97838 Ph. (541) 564-2762 * Fax 564-2763

Esti	mate
Date	Estimate #
10/10/2024	5354

Name / Address

Hermiston Masonic Lodge #138 PO BOX 1042 Hermiston, OR 97838

			Project
Description	Qty	Cost	Total
95" Circle of logo. Fabricated from two pieces of Alupanel. Does not include installation.	1	2,035.00	2,035.00
+\$565 for installation as it will require renting lifting equipment			
Thank you for the opportunity to quote your sign proje	ect.	Total	\$2,035.00

High Performance Signs

P.O. Box 1029 Hermiston, OR 97838 Ph. (541) 564-2762 * Fax 564-2763

Esti	mate
Date	Estimate #
10/14/2024	5357

Name / Address

Hermiston Masonic Lodge #138 PO BOX 1042 Hermiston, OR 97838

			Project
Description	Qty	Cost	Total
24" Alupanel Circle of Scottish Rite logo. Does not include installation.	1	140.00	140.00
Thank you for the opportunity to quote your sign proje	ct.	Total	\$140.00

Façade Grant Application Review

	HERMISTON MASONIC LODGE #138	
Applicant	200 W ORCHARD AVE	
Review Date	02/12/2025	

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.	5
Does the proposal add new aesthetic elements beyond the existing site conditions?	6
Will the proposed improvements enhance the economic well-being of the downtown as well as the site?	6
Are the proposed elements scaled properly for the site and of compatible color and materials for properties within 300 feet?	8
Will the proposed improvements enhance the value of the property and provide a good return on investment for the district?	3
Total	#234

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

39 points Mg 40°(.

Façade Grant Application Review

Applicant	HERMISTON MASONIC LODGE #138 200 W ORCHARD AVE		
Review Date	02/12/2025		

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.	5
Does the proposal add new aesthetic elements beyond the existing site conditions?	5
Will the proposed improvements enhance the economic well-being of the downtown as well as the site?	10
Are the proposed elements scaled properly for the site and of compatible color and materials for properties within 300 feet?	5
Will the proposed improvements enhance the value of the property and provide a good return on investment for the district?	[M]
Total	30

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

COMMISSIONER CAPLINGER

Façade Grant Application Review

	HERMISTON MASONIC LODGE #138	
Applicant	200 W ORCHARD AVE	

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

02/12/2025

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.	6
Does the proposal add new aesthetic elements beyond the existing site conditions?	4
Will the proposed improvements enhance the economic well-being of the downtown as well as the site?	7
Are the proposed elements scaled properly for the site and of compatible color and materials for properties within 300 feet?	5
Will the proposed improvements enhance the value of the property and provide a good return on investment for the district?	6
Total	7,8

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

CHAIRMAN FIALKA

Façade Grant Application Review

Applicant	HERMISTON MASONIC LODGE #138 200 W ORCHARD AVE	
Review Date	02/12/2025	

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.	<i>/</i> 0
Does the proposal add new aesthetic elements beyond the existing site conditions?	8
Will the proposed improvements enhance the economic well-being of the downtown as well as the site?	10
Are the proposed elements scaled properly for the site and of compatible color and materials for properties within 300 feet?	7
Will the proposed improvements enhance the value of the property and provide a good return on investment for the district?	
Total	45

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.

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Façade Grant Application Review

	HERMISTON MASONIC LODGE #138	
Applicant	200 W ORCHARD AVE	
Review Date	02/12/2025	

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.	10
Does the proposal add new aesthetic elements beyond the existing site conditions?	10
Will the proposed improvements enhance the economic well-being of the downtown as well as the site?	10
Are the proposed elements scaled properly for the site and of compatible color and materials for properties within 300 feet?	10
Will the proposed improvements enhance the value of the property and provide a good return on investment for the district?	10
Total	6

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.

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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

Façade Grant Application Review

HERMISTON MASONIC LODGE #138	
200 W ORCHARD AVE	
02/12/2025	
	200 W ORCHARD AVE

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.	8
Does the proposal add new aesthetic elements beyond the existing site conditions?	7
Will the proposed improvements enhance the economic well-being of the downtown as well as the site?	68
Are the proposed elements scaled properly for the site and of compatible color and materials for properties within 300 feet?	7
Will the proposed improvements enhance the value of the property and provide a good return on investment for the district?	Ş
Total	46

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

COMMISSIONER MISNER

Section 15, ItemA.

Façade Grant Application Review

	HERMISTON MASONIC LODGE #138	
Applicant	200 W ORCHARD AVE	

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

02/12/2025

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?	* 10
Will the proposed improvements enhance the economic well-being of the downtown as well as the site?	5
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?	510
Total	(A)

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

COMMISSIONER KIRKPATRICK