



CITY COUNCIL

AGENDA

MONDAY, NOVEMBER 10, 2025

COUNCIL CHAMBERS - 180 NE 2ND ST.

Where Life is Sweet

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

Zoom with Meeting ID: 829 0043 5622 Passcode: 417097 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 REGULAR MEETING TO ORDER – 7:00 PM

2. DECLARATION OF QUORUM

3. FLAG SALUTE

4. CITIZEN INPUT ON NON-AGENDA ITEMS

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

5. CONSENT AGENDA

A. Committee Vacancy Announcements

B. Faith-Based Advisory Committee Reappointment Recommendation to Dan Mahon to Position #5, for a 3-year term expiring 12/31/2028

C. Eastern Oregon Trade & Event Center Advisory Committee Appointment Recommendation to Cari Shafer to Position #7, At-Large, for a 3-year term expiring 06/30/2028

D. Airport Advisory Committee Reappointment Recommendation to Jesse McCormach to Position #5, for a 3-year term expiring 10/31/2028

- E. Recreation Projects Fund Advisory Committee Reappointment Recommendation to Val Hoxie to Position #2, Representing the Chamber of Commerce for a 3-year term expiring 12/31/2028
- F. Parks and Recreation Advisory Committee Reappointment Recommendation to Carlisle Harrison to Position #4 for a 3-year term expiring 10/31/2028
- G. Budget Committee Reappointment Recommendation to Rod Hardin to Position #3 for a 3-year term expiring 12/31/2028
- H. Minutes of the October 27th Regular Meeting of the City Council
- I. Cancel the December 22, 2025 City Council Meeting

6. ITEMS REMOVED FROM CONSENT AGENDA

7. RESOLUTIONS

- A. Resolution No. 2396 initiates the comprehensive plan map amendment and annexation process for 19.5 acres of land located at 1835 E Airport Road.
- B. Resolution No. 2397- Master Fee Schedule: Recycling Rate

8. OTHER

- A. Renaming the Basketball Courts at Newport Park
- B. Options for Additional Court Funding for Public Defense Services
- C. Options for Additional Funding for the Harkenrider Center

9. COMMITTEE REPORTS

A. City Committee and Liaison:

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

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

10. ADJOURN

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

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



PUBLIC ANNOUNCEMENT

The City is accepting applications for the following Committees:

1. Budget Committee

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

2. Faith-Based Advisory Committee

- Position 5: 3-year term ending December 31, 2028 (Advertised 09/23/2025)

3. Recreation Projects Fund Advisory Committee

- Position 1, Representing Citizens at Large: 3-year term ending December 31, 2028 (Advertised 09/23/2025)
- Position 2, Representing Chamber of Commerce: 3-year term ending December 31, 2028 (Advertised 09/23/2025)

4. Parks and Recreation Committee

- Positions 4, 5, & 6: 3-year term ending October 31, 2028 (Advertised 06/18/2025)

5. Airport Advisory Committee

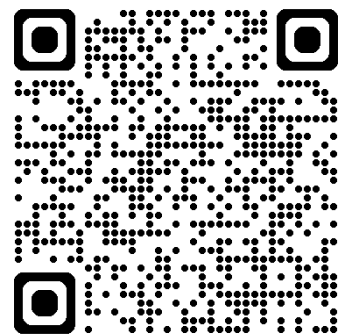
- Position 2: Remaining 3-year term ending October 31, 2026 (Advertised 11/08/2024)
- Position 5: 3-year term ending October 31, 2028 (Advertised 06/18/2025)

6. Eastern Oregon Trade & Event Center (EOTEC) Committee

- Position 7: 3-year term ending June 30, 2028 (Advertised 04/29/2029)

Deadline to apply for Committees: Open Until Filled

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



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



CITY COUNCIL

Regular Meeting Minutes October 27, 2025

Mayor Primmer called the regular meeting to order at 7:00pm. Present were Councilors Roberts, Myers, McCarthy, Linton, Duron, Kelso, and Barron. Councilor Hayward was excused. City Staff in attendance included: Finance Director Ignacio Palacios, City Attorney Rich Tovey, Chief Jason Edmiston, Hermiston Energy Services (HES) General Manager Nate Rivera, Parks and Recreation Director Brandon Artz, and City Recorder Lilly Alarcon-Strong. Student Advisors Teodoro Delgado and Gabriel Richards were also present. The pledge of allegiance was given.

Presentation- Good Shepherd Pickleball Complex

Parks and Recreation Director Artz shared a [video](#) and information (PowerPoint Presentation attached) regarding the newly constructed Pickleball Complex, it's frequent use, and the invaluable volunteers- some who were present at this meeting, that made this project a reality.

Volunteers present thanked the City for their support.

Mayor Primmer and members of the Council thanked volunteers for devoting their time and energy into showing their love and pride of the game and Community by completing this project which is inclusive to all.

Citizen Input on Non-Agenda Items

Luis Diaz, 130 E Cornell Pl- through interpreter Theresa Mendoza, stated he is the owner of Tacos Xavi, and asked what the City is doing regarding the illegal food vending happening in the City and especially after hours. The illegal food vendors do not have proper licenses, permits, and are not following any regulations.

Mayor Primmer stated the matter is being looked into.

Consent Agenda Items

Councilor McCarthy moved, and Councilor Duron seconded to approve Consent Agenda items A & B, to include:

- A. Committee Vacancy Announcement
- B. Minutes of the October 13th City Council Regular Meetings

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

Resolution No. 2395- Accepting and Approving HES Power Sales Agreement with Bonneville Power

Administration- HES General Manager Nate Rivera reviewed information from the agenda packet and gave additional information (PowerPoint Presentation attached) regarding accepting and approving a power sales agreement with Bonneville Power Administration to continue to supply power to serve 100% of HES's customers through 2044.

HES General Manager Rivera answered questions from the Council addressing: HES does not provide power to any Data Centers and how forecasting loads are determined to supply future demands, stating HES looks back at what has been used and what is anticipated to come into the HES area including: residential, school, and business development.

Councilor Myers spoke regarding the undertaking it was for the City to have its own utility, but how advantageous it has been for the community.



CITY COUNCIL

Regular Meeting Minutes October 27, 2025

HES General Manager Rivera agreed stating residential HES accounts have saved at least \$4.5 million annually by the City having its own utility and BPA has been very willing to accommodate the City's needs.

Councilor Roberts moved and Councilor McCarthy seconded to adopt Resolution No. 2395 and lay upon the record. Motion carried unanimously with Councilors Roberts, Myers, McCarthy, Duron, Linton, Kelso, and Barron voting in favor.

September 2025 Monthly Financial Report

After staff answered questions from the Council, Councilor Myers moved and Councilor Roberts seconded to accept the September 2025 Monthly Financial Report as presented by Finance Director Ignacio Palacios (PowerPoint Presentation attached). Motion carried unanimously with Councilors Roberts, Myers, McCarthy, Duron, Linton, Kelso, and Barron voting in favor.

September 2025 Quarterly Investment Report

After staff answered questions from the Council, Councilor McCarthy moved and Councilor Myers seconded to accept the September 2025 Quarterly Investment Report as presented by Finance Director Ignacio Palacios (PowerPoint Presentation attached). Motion carried unanimously with Councilors Roberts, Myers, McCarthy, Duron, Linton, Kelso, and Barron voting in favor.

Committee Reports

Library Board- Councilor Roberts gave updates regarding: New artwork being displayed in the library, Library's adopted calendar, 77 new library cards have been issued since the Library's grand re-opening, and the increase in library patrons. Councilor Roberts commended Library Director Mark Rose and his team for jobs well done.

Community Accountability Board- Councilor Linton stated the Board recently met and believes there will be a good impact on the youth from their discussions.

Mayor's Report

Mayor Primmer spoke regarding Treats on Main Event and asked that drivers be aware of the many children trick or treating on Halloween.

Council Presidents Report

Councilor McCarthy spoke regarding the Primary Election and how to apply for candidacy, as well as the It's a Wonderful Life Hermiston High School Performance

Council Reports

Councilor Duron spoke regarding attending the LOC Regional Meeting in Pendleton with Mayor Primmer, the upcoming LOC Spring Conference, thanked Assistant City Manager Mark Morgan and community members who attended the funeral of previous City Manager Ed Brookshier, and spoke regarding the great turnout of the Service Organization Fair at the Community Center which was organized by the Chamber of Commerce.

Councilor Kelso spoke regarding attending the TruCare Fundraising event on October 21st at the Community Center with Representative Greg Smith as the keynote speaker and also thanked the Chamber of Commerce for organizing the Service Organization Fair stating he attended as a representative from Kiwanis.



CITY COUNCIL

Regular Meeting Minutes October 27, 2025

Councilor Linton asked the community to pray for the Police Department and it's officials throughout the County, to give them wisdom and compassion to deal with the public in these trying times.

Youth Advisory Report

Student Advisor Gabriel Richards spoke regarding recent achievements of the Marching Band and Trunk or Treating at the High School from 4-6pm on 10/30.

City Misc. Report

HES General Manager Rivera asked if a quorum would be present for the following meeting as Veteran's Day Holiday falls on Tuesday and members of the Council may want to take an extended holiday break as there will also be no school during this time period.

Most all Councilors stated they would be present and the meeting should go on as scheduled.

Parks and Recreation Director Brandon Artz spoke regarding Treat on Main happening on Friday, October 31st, 3-5pm and Treats on Main and Beyond happening from 4-6pm in the Community Center.

Adjourn

There was no other business and Mayor Primmer adjourned the regular City Council meeting at 8:01pm.

SIGNED:

Doug Primmer, Mayor

ATTEST:

Lilly Alarcon-Strong, CMC, City Recorder



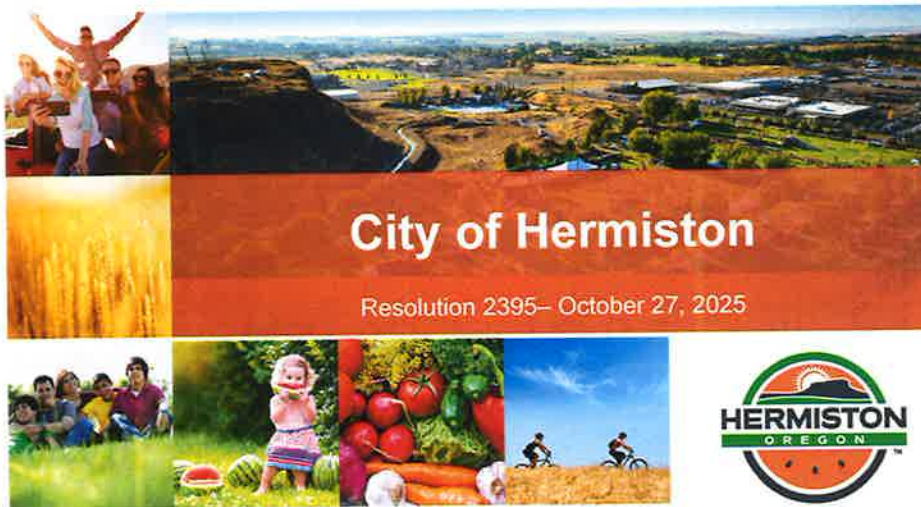
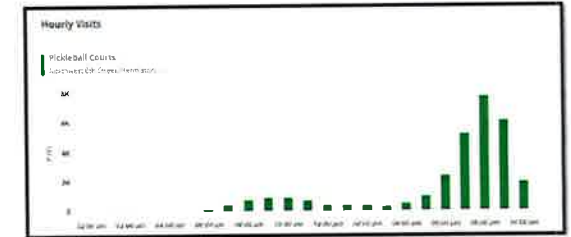
Pickleball Complex

6/14-10/24

Visits: 12.4k
Weekly Avg: 670+



Hermiston Zip: 68%
Umatilla County: 94%



City of Hermiston

Resolution 2395– October 27, 2025

Resolution 2395

- Accept and Approve HES Power Sales Agreement with Bonneville Power Administration (BPA).

Bonneville
POWER ADMINISTRATION



- BPA Is Hermiston Energy Services Wholesale Energy Provider.
- “Regional Dialogue” (2011-28) Agreement Set To Expire in 2028.



Resolution 2395

- Accept and Approve HES Power Sales Agreement with Bonneville Power Administration (BPA).
- HES, As A Public Power Utility (Cost Based, Community Owned) Not Investor Owned (Profit Driven, Stock-Holder Owned) Receives "Preference" Rights to the Federal Columbia River Power System (FCRPS).

Bonneville
POWER ADMINISTRATION

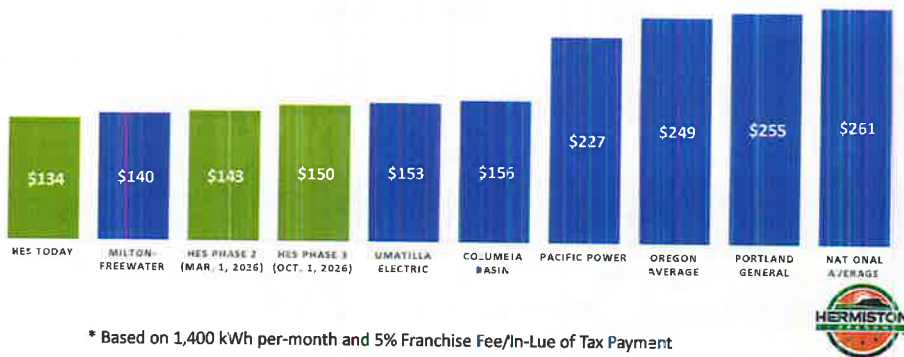


Resolution 2395

- Accept and Approve HES Power Sales Agreement with Bonneville Power Administration (BPA).
- **Provider of Choice Contract: October 1, 2028 – September 30, 2044.**
- **Result of Years of Collaborative Engagement Between BPA and its Customers.**
- **This is a "Load Following" Product From BPA**
 - **BPA is Obligated to Meet HES's Peak Load Needs.**
 - **Valuable to Meet HES's Large Fluctuations in Demand During Winter and Summer Months.**
 - **Meets 100% of HES's current and Future Needs.**

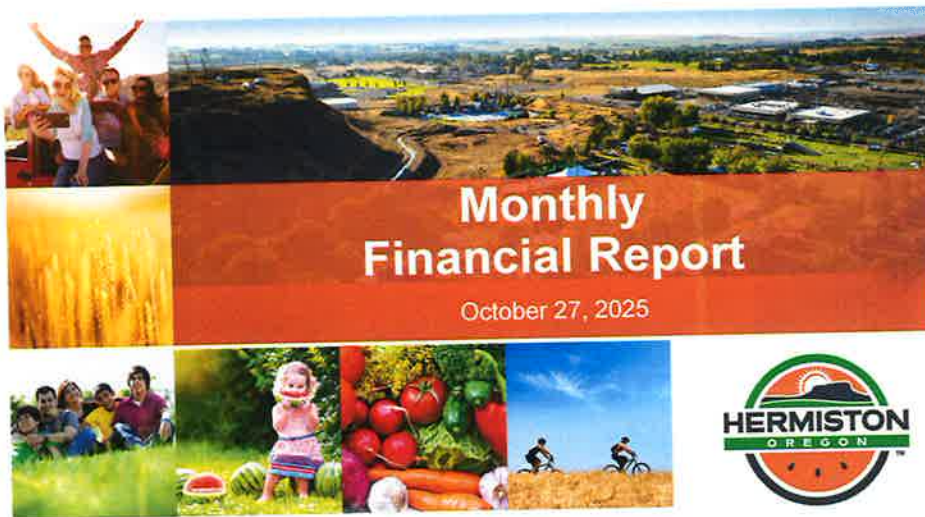


HES Residential Rate Comparison



Questions

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Hermiston Urban Renewal Agency (HURA)

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



General Fund

- Third month (or 25.0%) of 2025-26 fiscal year
- Monthly Revenues ended under projection by ~\$401k
 - Primarily due to change in building fee and grant revenues



General Fund

- Monthly Expenses were over projection by ~\$1.77 million
 - Primarily due transfer of building funds to newly created building inspection fund (~\$2.7 million)
 - City Council, Airport and Non-Departmental are over budget due to annual LOC membership, capital outlay, and transfer to building inspection fund, respectively.
 - Parks, Parks Utility, Pool and Recreation are over budget due to seasonal activities.



Fund Balance – General Fund

- Minimum Fund Balance for 2025 is \$2.9 million
 - Projected fund balances include the effect of transfer to newly established building inspection fund totaling \$2.7 million.
 - Fund balance projections are adjusted to reflect \$970k general fund reserves held
 - Without the \$2.7 million transfer the budget minimum drops from \$2.9 million to \$2.5 million
 - Projected fund balance is now above minimum balance



Special Revenue Funds

- Observations:
 - New Building Inspection fund activity included in special revenue summary
 - EOTEC revenues do not reflect reimbursement from campground project
 - EOTEC activity for personnel and material and services reflect seasonal events (fair, special and private events, etc.)



Utility and Street Funds

- Observations
 - Street Fund is ~\$31k below projected revenues primarily due to timing of gas tax turnovers



Capital Projects

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



Capital Projects

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



Discussion

Questions?

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Quarterly Investment Report Changes

- Investment report summary presented
 - The **'schedule'** summarizes investments by type and is presented in a **'new'** format
 - The summary includes beginning and ending balances
 - The **'Change'** column summarizes investment maturity and/or redemption
 - The **'Net Gain (Loss) or Interest'** reports earnings for the period reported
 - The **'Fees'** column presents associated fees (transaction, advisory, etc.)
 - The **'% of Portfolio'** column reports the ratio of each investment type in the city's investment holdings



Investment Summary

- Total investments ending September 30, 2025, were \$30.0 million
- Total of \$4.68 million deposited to LGIP
- \$1.5 million redeemed from the LGIP account to fund ongoing capital projects
- Interest earnings for the quarter ending September 30, 2025, totaled \$311k
- The average interest earned totaled 1.5%



Discussion

Questions?

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Mayor and Members of the City Council
STAFF REPORT
 For the Meeting of November 10, 2025

Title/Subject

Cancel the December 22, 2025 City Council Meeting

Summary and Background

December 22nd is the fourth Monday, the day when the City Council would normally hold its second meeting of December. Due to this date being so close to the Christmas holiday, the second monthly meeting in December is frequently cancelled as many staff and council members are unavailable to meet and a quorum is difficult to achieve.

Staff is requesting the Council consider cancelling the December 22, 2025 City Council meeting. The City Council meeting would then convene on its next regularly scheduled meeting day, Monday, January 12th, 2026.

Tie-In to Council Goals

NA

Fiscal Information

NA

Alternatives and Recommendation

Alternatives

1. Hold the City Council meeting on the scheduled day: Monday, December 22
2. Reschedule the December 22 City Council meeting to another day of the month
3. Cancel the December 22 City Council meeting

Recommended Action/Motion

Cancel the December 22 City Council meeting

Submitted By:

City Manager Byron D. Smith



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
 For the Meeting of November 10, 2025

Title/Subject

Resolution 2396 initiates the comprehensive plan map amendment and annexation process for 19.5 acres of land located at 1835 E Airport Road.

Summary and Background

The City is a recipient of grant funds for the construction of a new RV park. In accordance with the grant funding agreement, the RV park shall be open by the end of the 2026 calendar year. The City Council adopted this agreement in May of 2025.

The City and Farm City Pro Rodeo are working to construct this new, 100-space RV park on land located at 1835 E Airport Road and described as 4N 28 13 Tax Lot 1300. The land is owned by Farm City Pro Rodeo and lies within the urbanizable portion of the Hermiston Urban Growth Boundary. In order for the land to be developed with RV park facilities and receive City water and sewer service it is necessary to amend the property from urbanizable to urban status on the comprehensive plan map, amend the zoning from F1 (exclusive farm use) to Outlying Commercial with a Fairgrounds Overlay zoning, as well as annex the property to the city limits.

The Farm City Pro Rodeo has provided consent for the City to annex the property and change the map designations as needed for this development. Under the terms of state statute and §150.06 of the Hermiston Code of Ordinances, when 100% of property owner consent and 50% of electors in a territory consent to annexation the City may dispense with an election and hearing on annexation. A copy of the organization's consent is attached. There are no electors currently residing on the property.

The attached resolution does not change any map designations nor does it annex the property to the city. This resolution directs city staff to schedule the appropriate public hearings on the map amendments. Annexation will be process subsequent to the completion of map amendments.

Tie-In to Council Goals

PARTNERSHIPS: We collaborate with community organizations to leverage expertise and resources to best serve the public.

LIVABILITY: We promote diverse housing options, convenient and accessible community assets, a healthy environment, and high-quality education.

Fiscal Information

The planning work on this project is being done as in-kind labor by city staff. The total agreement for RV park construction is for \$8 million over the proposed construction period.

Alternatives and Recommendation

Alternatives

The City Council may choose to adopt or reject Resolution No. 2396.

Recommended Action/Motion

Staff recommends that the City Council adopt Resolution No. 2396.

Submitted By:

Clinton Spencer, Planning Director

RESOLUTION NO. 2396**A RESOLUTION INITIATING AMENDMENT OF THE HERMISTON COMPREHENSIVE PLAN MAP AND ZONING MAP AND INITIATING ANNEXATION OF 19.5 ACRES FOR PUBLIC PURPOSES**

WHEREAS, the Hermiston City Council entered into agreement to construct a 100-unit RV park on May 12, 2025; and

WHEREAS, the Farm City Pro Rodeo has purchased property for RV park purposes to serve EOTEC and the general public; and

WHEREAS, the Farm City Pro Rodeo has provided consent to the City of Hermiston to utilize property owned by said Rodeo at 1835 E Airport Road for said RV park;

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 prepare amendments to the City of Hermiston comprehensive plan map and zoning map for property located at 1835 E Airport Road (4N 28 13 Tax Lot 1300) and to schedule hearings before the planning commission and city council on this matter.
2. Pursuant to §150.06 of the Hermiston Code of Ordinances, the Hermiston City Council finds that consent to annexation has been received from 100% of the affected property owners and an election and public hearing on annexation is hereby dispensed with.
3. That this resolution is effective immediately upon its passage.

PASSED by the Common Council this 10th day of November 2025.

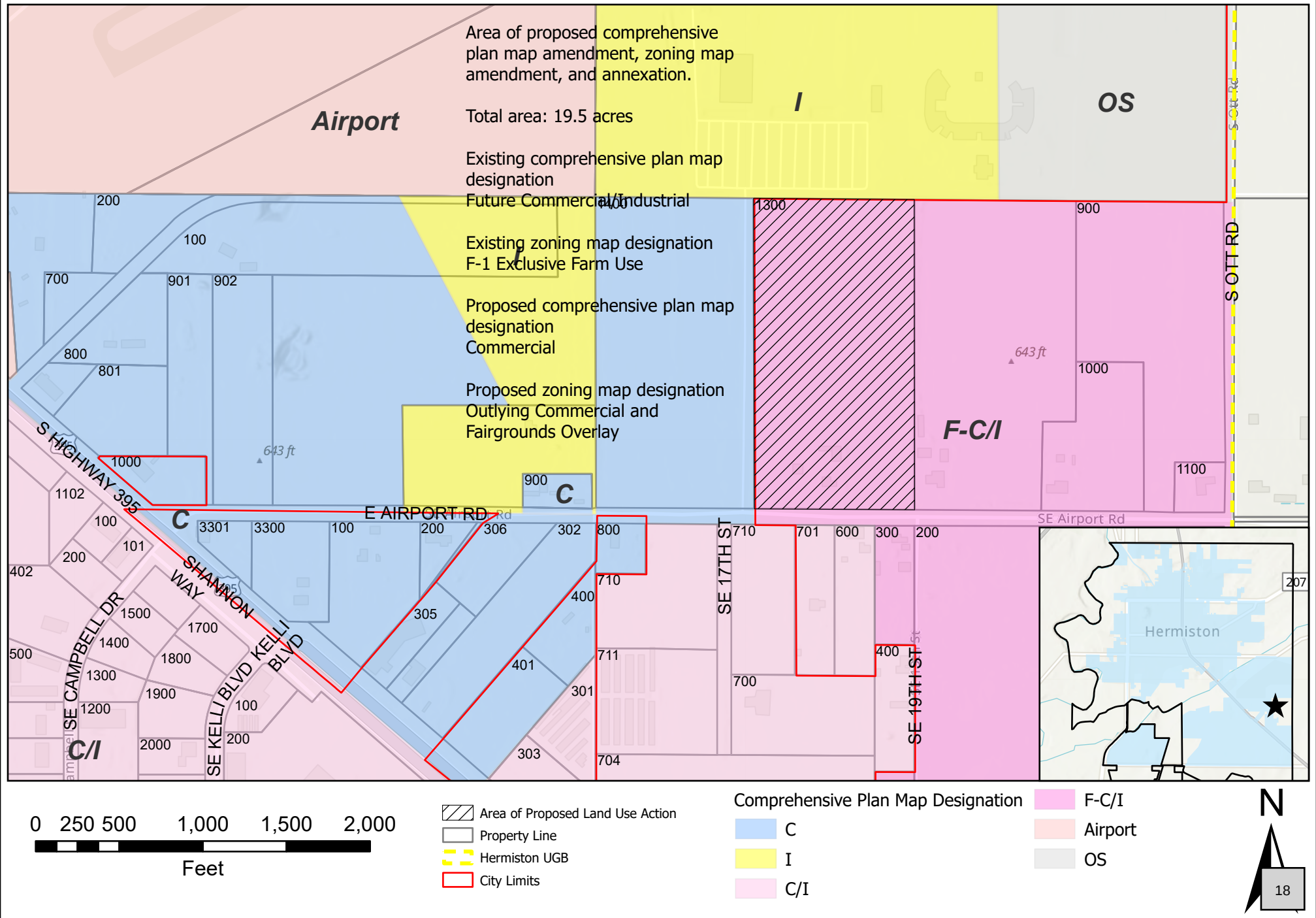
SIGNED by the Mayor this 10th day of November 2025.

Doug Primmer, MAYOR

ATTEST:

Lilly Alarcon-Strong, CMC, CITY RECORDER

Comprehensive Plan Map Amendment and Annexation - 4N 28 13





September 30, 2025

Clint Spencer
City of Hermiston
180 NE 2nd Street
Hermiston, OR 97838

RE: 1835 E. Airport Road—4N2813 TAX LOT 1300

Dear Clint:

In relation to the property located at 1835 E. Airport, and adjacent to the current EOTEC property, recently purchased by the Farm-City Pro Rodeo Company, please authorize the City of Hermiston to act on our behalf in all matters pertaining to annexation and map amendments. We recognize that an officer of the Farm-City Pro Rodeo Company board will still be required to sign all applications.

Thank you for your assistance with this matter.

Sincerely,

A handwritten signature in blue ink that reads "Dennis L. Barnett".

Dennis L. Barnett
Treasurer



975 SE 4th St.
Hermiston, OR 97838
(541)564-8500





Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
 For the Meeting of November 10, 2025

Title/Subject

Resolution No. 2397- Master Fee Schedule: Recycling Rate

Summary and Background

This resolution amends the City's Master Fee Schedule to adopt a rate to be charged for the new service of curbside recycling.

The Oregon legislature approved the "Recycling Modernization Act" in 2021 in order to implement a concept which had never previously been implemented by any large economy anywhere in the world. The concept requires businesses which generate recyclable materials (think packaged food & beverage companies, retailers selling packaged materials, etc.) to pay the state to help cover the cost of eventual recycling of their materials. The program was modeled off of a recycling program in Luxembourg; a European country approximately 1/7th the size of Oregon, with all of the import/export controls that come with being a sovereign nation.

In order for the system to work, the legislature's program requires cities with more than 4,000 population to offer curbside recycling. In theory, revenue derived from the material producers is passed-through to help offset the cost to the consumer of recycling.

Implementation of this radically new system has come with a bumpy rollout and a timeline rollercoaster as cities face meeting the deadlines of this new requirement amid supply-chain uncertainty, and cashflow questions as litigation from the material producers hung over the process. However, we are now at the point where the key tools necessary to implement the program (i.e. additional trucks and carts) have been ordered, underwritten by confidence that the system has cleared possible legal challenges, and that a system for charging local fees will be implemented to cover the costs not covered by fees on the material producers.

Given where we are at in the timeline, a local charge for curbside recycling has now been formulated. The details of the rates are attached to this report, but given that the vast majority of impacted users will be single family residential accounts; below is a breakdown of how this proposed rate will impact those customers.

Not Necessarily a Fee ‘Increase’

Curbside recycling can generally be considered to fall under the larger umbrella of “solid waste removal.” Understanding that helps us understand that, as a result of this new service being offered, households will not suddenly have any more material they need to remove from their homes every week; they will just have an additional cart in which to place those materials. Given that, depending on the makeup of each household, residents will be faced with a number of options which allow them to choose between minimizing financial impacts from this change, or taking advantage of additional solid waste removal capacity.

The most basic/common residential curbside recycling service which will be offered is that homes will now receive (in addition to their garbage cart) a 95 gallon recycling cart, which will be picked up every other week. So in theory, that adds the equivalent of 47.5 gallons per week of solid waste removal capacity.

The table to the right shows the decision process that my own family will go through. As a family of 5, with three young children in the home, we have found that a simple 90-gallon per week garbage service isn’t enough for us, and for a number of years, we have had two garbage carts. We pay for a 90-gal, and also a 35-gal cart. This gives us 125 gallons per week of waste removal capacity.

Recognizing that a certain percentage of what currently goes in to our garbage carts will be able to be recycled, it is very likely that we will choose to simply stop receiving our extra 35-gal garbage cart, and divert some materials into our new recycling cart which will give us 47.5 gallons per week of recycling capacity.

What is interesting for our household is that since we currently pay \$17.46 per month for that weekly 35-gal garbage cart, and that the new recycling service will only be \$8.00 per month, then our household actually stands to pay \$9.46 per month less than we do currently, while simultaneously receiving 12.5 gallons per week (9%) more solid waste removal capacity.

Of course, my family’s situation is unique to us, just like every other household in the community has their own unique solid waste removal needs. Included in the packet are just a handful of other types of typical households, and how these changes might impact them if they make certain choices based on this additional service.

Another 5-person household may have three adults (two parents and a grandparent) and two teenagers. For that household, they very well may find that a setup like mine (a 90g and 35g cart) still doesn’t meet their needs. It has become increasingly common to find households like this which currently have two 90g carts, for a total of 180g per week of disposal capacity. As this household considers its options, they may find that downsizing their garbage service to just one 90g garbage cart and one 35g garbage cart, along with the 95g recycling cart still

Example: Young Family of 5		
Gallons/wk		\$/Mo
Garbage	90	\$ 29.05
Garbage	35	\$ 17.46
Recycling		
Total	125	\$ 46.51
Currently just about right. Fill 90g & 35g to the brim every week, but it works.		
Recommendation: Eliminate 35g service		
Gallons/wk		\$/Mo
Garbage	90	29.05
Garbage		
Recycling	47.5	8
Total	137.5	37.05
Net	12.5	\$ (9.46)
Impact: Swapping garbage for recycling results in 9% more service at less cost.		

provides them with adequate waste disposal capacity each week. Therefore, if they choose to make that change, then under current pricing, they would see a net reduction of their monthly solid waste costs of \$3.59. This would require sacrificing 7.5 gallons per week of waste removal capacity, but that is a choice that that household would have to make. They may value saving \$3.59 per month more than losing 4% of their waste removal capacity.

On the complete other end of the spectrum, there are single-person households which may already have the bare minimum waste removal capacity, and there is no way to trade capacity for cost. The example would be myself when I was a single 24 year old, or someone like a retired widower living alone. These households are probably best to currently only have a 35 gallon garbage service. This change will require them to also add a 95 gallon recycling cart emptied every other week; resulting in them seeing an increase of 47.5 gallons per week of solid waste removal capacity. So for this household, their level of service will more than double, and their direct financial cost will rise by \$8 per month.

Timeline

This resolution adopts the rates as proposed, and they will become effective immediately. However, no customers will be charged these rates until service begins. The beginning of service will depend entirely on the delivery timeline of additional trucks to haul the recyclable material, hiring of additional drivers, and delivery of all of the new recycling carts. This is anticipated to take place sometime in 2026. Ample public outreach will be conducted prior to the implementation date.

Recyclable Materials

This service is considered “co-mingled,” in that there will not be multiple different bins requiring residents to sort their materials prior to placing at the curb. Generally speaking items which will be recyclable include plastics, metals, cardboards, and papers. A recycling guide is available [HERE](#), with options to view the list in 12 different languages.

Tie-In to Council Goals

This action is necessary to comply with a directive from the State of Oregon’s legislature.

Fiscal Information

Solid waste service is provided by an independent private company, Sanitary Disposal. However, the City of Hermiston provides all of the billing services for Sanitary Disposal customers within city limits, and collects a fee from Sanitary Disposal equal to 11% of their gross revenues derived from Hermiston customers in exchange for doing that service. Additionally, the City charges a 2.5% franchise fee. Therefore, approximately 13.5% of a customer’s bill comes to the City to cover the City’s expenses. This means that any time revenue for Sanitary Disposal increases, the City of Hermiston receives a corresponding increase.

It is anticipated that implementation of this rate will generally increase overall gross revenue for Sanitary Disposal. However, given that many customers are likely to be financially motivated

to downgrade their garbage service, projecting the exact revenue increase is not as simple as just taking \$8 per month and assuming it will spread across all 7,000 garbage accounts.

A very rough estimate is that this will generate increased General Fund revenues to the City of Hermiston of between \$0 and \$40,000 per year. Any revenue to the City of Hermiston is not anticipated to be net-positive, however, since this recycling requirement represents another mandate by the state legislature for local governments to deliver on their policy priorities. As such, there has already been a significant increase in staff time dedicated to monitoring, and compliance with the new state regulations on recycling. These costs are difficult to directly show financially, but they show up in the form of diverting existing city staff resources from existing work and local priorities.

Alternatives and Recommendation

Alternatives

1. Approve Resolution No. 2397
2. Reject Resolution No. 2397

Recommended Action/Motion

Motion to approve Resolution No. 2397

Submitted By:

Mark Morgan

Curbside Recycling Implementation: Theoretical Household Impacts of Rate Implementation

Example: Retired Widower		
Gallons/wk		\$/Mo
Garbage	35	\$ 17.46
Garbage		
Recycling		
Total	35	\$ 17.46
Currently just right. Some weeks only 1 bag of trash.		
Recommendation: Status-Quo		
Gallons/wk		\$/Mo
Garbage	35	17.46
Garbage		
Recycling	47.5	8
Total	82.5	25.46
Net	47.5	\$ 8.00
Impact: Receives 47.5 gallons/week extra, with no option to reduce. Extra cost of \$8/mo		

Example: Empty-Nesters who work outside the home		
Gallons/wk		\$/Mo
Garbage	90	\$ 29.05
Garbage		
Recycling		
Total	90	\$ 29.05
Currently "over-served" but just used to having a 90-gal. Probably won't notice a 10gal/wk difference		
Recommendation: Downsize garbage service to 35gal.		
Gallons/wk		\$/Mo
Garbage	35	17.46
Garbage		
Recycling	47.5	8
Total	82.5	25.46
Net	-7.5	\$ (3.59)
Impact: Receives 7.5 gal/week less, but saves \$3.59/mo		

Example: Family of 3		
Gallons/wk		\$/Mo
Garbage	90	\$ 29.05
Garbage		
Recycling		
Total	90	\$ 29.05
Currently just about right. Fill their 90g to the brim every week, and have to mash it down, but it works.		
Recommendation: Status Quo		
Gallons/wk		\$/Mo
Garbage	90	29.05
Garbage		
Recycling	47.5	8
Total	137.5	37.05
Net	47.5	\$ 8.00
Impact: Can't feasibly reduce service, so cost goes up \$8/mo, but receive extra 47.5g/week service		

Example: Young Family of 5		
Gallons/wk		\$/Mo
Garbage	90	\$ 29.05
Garbage	35	\$ 17.46
Recycling		
Total	125	\$ 46.51
Currently just about right. Fill 90g & 35g to the brim every week, but it works.		
Recommendation: Eliminate 35g service		
Gallons/wk		\$/Mo
Garbage	90	29.05
Garbage		
Recycling	47.5	8
Total	137.5	37.05
Net	12.5	\$ (9.46)
Impact: Swapping garbage for recycling results in 9% more service at less cost.		

Example: Multi-generational Home of 5 w/teens in home		
Gallons/wk		\$/Mo
Garbage	90	\$ 29.05
Garbage	90	\$ 29.05
Recycling		
Total	180	\$ 58.10
A little "over served," but only by 20-30g/week.		
Recommendation: Reduce 2nd 90g to 35g		
Gallons/wk		\$/Mo
Garbage	90	29.05
Garbage	35	17.46
Recycling	47.5	8
Total	172.5	54.51
Net	-7.5	\$ (3.59)
Impact: Slight reduction in service (4%), but able to to reduce cost by \$3.59/mo		

RESOLUTION NO. 2397**A RESOLUTION UPDATING AND AMENDING THE MASTER FEE SCHEDULE TO INCLUDE UPDATED GARBAGE AND RECYCLING SERVICE FEES AND SUPERSEDING RESOLUTION NO. 2353**

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

WHEREAS, the State of Oregon has mandated that all cities with populations of 4000 or more institute a recycling service program; and

WHEREAS, Sanitary Disposal, as the city's solid waste management service provider, is working with the City to provide recycling services and requests that the city set the rate for recycling service fee at eight dollars per month; and

WHEREAS, to fulfill the State mandate for recycling services, the City Council finds it necessary to adjust the schedule of fees and charges for Garbage and Recycling Fees; and

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

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

1. That the attached updated Master Fee Schedule, including the amended schedule of fees and charges for Garbage and Recycling Fees, is approved and adopted.
2. That this resolution shall supersede Resolution No. 2353.
3. All fees and charges in effect as of the date of the adoption of this resolution shall remain in effect unless otherwise modified by provisions of this resolution.
4. That this resolution is effective immediately upon its passage.

PASSED by the Common Council this 10th day of November 2025.

SIGNED by the Mayor this 10th day of November 2025.

Doug Primmer, MAYOR

ATTEST:

Lilly Alarcon-Strong, CMC, CITY RECORDER



Where Life is Sweet

Master Fee Schedule

Fees Subject to Change



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

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

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ADMINISTRATION & GENERAL FEES

Administration & General Fees

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

AIRPORT

Airport

Commercial Activity Fee- Any business operating at the Airport

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

T-Hangar Rental

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

Miscellaneous Services

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

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

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

1600 E Airport Way, Hermiston, OR 97838

541-567-3694

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

ANIMALS

Animals

Dog Licenses (One-time fee per dog.)

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

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

Dog Impoundment & Boarding

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

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

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

Pet Rescue Humane Society of Eastern Oregon

1844 NW Geer Rd, Hermiston, OR 97838

(541) 564-6222

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

AQUATIC CENTER

Aquatic Center

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

AQUATIC CENTER

Additional hours may be available

Picnic Shelter Rental: Use of gazebo and picnic tables during public swim (pool entry fee required)

2-Hour Rental: 50 Person Maximum - Group Rates Available

1. Weekday Rental
2. Weekend Rental

Resident

Non-Resident

\$50.00

\$75.00

\$65.00

\$90.00

Additional Amenities

1. **All-Day Cabana Rental:** Semi-Private shaded area with premium lounge chairs. Available during public swim.

Regular Cabana
\$25.00

Large Cabana
\$50.00

2. **All Other Amenities**

As Established

Hermiston Aquatic Center

879 W Elm Ave, Hermiston, OR 97838

541-289-7665

541-667-5018 (Off-Season)

BUILDING DEPARTMENT

Building Department

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

A. Building Permits

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

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

Table A-1: Building Permit Fee

- ❖ **Residential:** New, Additions, Alterations, Repairs, & Accessory Structures.
(Plumbing permit required for potable water fire systems; see Table E-4)
- ❖ **Commercial:** New, Alterations, Additions, Repairs, Accessory Structure, Fire Systems, & Medical Gas Systems
Plumbing permit (based on value of installation costs)
- ❖ **Multifamily:** New, Alterations, Additions, Repairs, & Accessory Structure.

Total Valuation	Building Permit Fee
1. \$1.00 to \$500.00	\$63.00 minimum
2. \$500.01 to \$2,000.00	\$63.00 for the first \$500.00 plus \$1.95 for each additional \$100, or fraction thereof, to and including \$2,000.00
3. \$2000.01 to \$25,000.00	\$92.25 for the first \$2,000.00 plus \$7.80 for each additional \$1,000, or fraction thereof, to and including \$25,000.00
4. \$25,000.01 to \$50,000.00	\$271.65 for the first \$25,000.00 plus \$5.85 for each additional \$1,000, or fraction thereof, to and including \$50,000.00
5. \$50,000.01 to \$100,000.00	\$417.90 for the first \$50,000.00 plus \$3.90 for each additional \$1,000, or fraction thereof, to and including \$100,000.00
6. \$100,000.01 and up	\$612.90 for the first \$100,000.00 plus \$3.25 for each additional \$1,000, or fraction thereof.

Table A-2: Building Permits - Related Fees

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

BUILDING DEPARTMENT

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

PERMIT EXTENSION

Reinstating Expired Permits

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

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

Residential Structural Fire Suppression Standalone

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

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

B. Manufactured Dwelling Placement Permits

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

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

BUILDING DEPARTMENT

C. Camp and Park Permits

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

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

D. Mechanical Permits

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

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

Table D-1: Commercial Mechanical Permit Fees

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

Table D-2: Residential Dwelling Mechanical Permit Fees

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

BUILDING DEPARTMENT

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

Table D-3: Mechanical Permits - Related Fees

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

E. Plumbing Permits

Table E-1: Plumbing Permit Fees

❖ **Residential:** New

❖ **Includes:** No additional fee shall be charged for the first 100 feet of water and sewer lines, hose bibbs, icemakers, underfloor low-point drains, and rain drain packages that include the piping, gutters, downspouts, and perimeter system

Description	Fee
1. One Bathroom	\$275.00
2. Two Bathrooms	\$300.00
3. Three Bathrooms	\$375.00
4. Each additional Bath/Kitchen	\$75.00

BUILDING DEPARTMENT

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

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

Table E-2: Plumbing Permit Fees

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

BUILDING DEPARTMENT

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

Table E-3: Plumbing Permit - Related Fees

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

Table E-4: Plumbing Permits - Residential Fire Systems ¹

❖ Multipurpose or Continuous Loop Fire Suppression Systems (13D)	
❖ Fees based on total square footage of the dwelling unit to be covered by the system	
Total Square Footage	Permit Fee (Include Plan Review)
1. 0 to 2,000 square feet	\$87.00
2. 2,001 to 3,600 square feet	\$129.00
3. 3,601 to 7,200 square feet	\$164.00
4. Over 7,200 square feet	\$200.00
❖ ¹ Stand-alone systems are permitted under separate building permits. However, a plumbing permit for a backflow prevention device (in the event of connectivity to potable water supply) is required.	
❖ Plan review is required on all Residential Fire Suppression Systems.	

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

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

BUILDING DEPARTMENT

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

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

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

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

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

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

E. Miscellaneous (Service or Feeder Not Included)

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

F. Renewable Electrical Energy

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

Table F-2: Electrical Permit – Related Fees

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

BUILDING DEPARTMENT

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

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

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

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

Table G-2: Deferred Plans Submittal

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

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

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

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

Abatement

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

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

Building Department

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

BUSINESS LICENSES

Business Licenses

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

Business License – Effective 01/01/2025

Businesses WITH a Permanent Location WITHIN City Limits

1. Base Fee – Includes 0-5 Full-Time Equivalent (FTE) Employees
2. 6-49 FTE Employees
3. 50+ FTE Employees

1. \$85.00

2. Base Fee + \$15.00 per Employee over 5
3. \$1,000.00

Businesses WITHOUT a Permanent Location WITHIN City Limits

1. Base Fee- Includes 0-5 Full-Time Equivalent (FTE) Employees working in Hermiston
2. 6-49 FTE Employees working in Hermiston
3. 50+ FTE Employees working in Hermiston

1. \$100.00

2. Base Fee + \$20.00 per Employee over 5
3. \$1,200.00

Construction Projects

\$400.00 per Project

Trade Show and Carnivals

\$300.00

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

Liquor License

Liquor License, New

\$100.00

Liquor License, Annual Renewal, Special Events, & Temporary Sales

\$35.00

Liquor License, Change in: Ownership, Location, or Privilege

\$75.00

Solicitors' License

Per License per Calendar Year (January 1st – December 31st)

\$25.00

Mobile Vending License

Application and Renewal Fee

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

\$200.00*

\$700.00*

\$50.00

\$300.00*

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

Food Pod

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

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

180 NE 2nd Street, Hermiston, OR 97838

541-567-5521

Mobile Vending Licenses are processed by the Planning Department

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

541-667-5010

COMMUNITY CENTER

Community Center

Discounted Rates for Non-Profit Organization may be provided.

Great Room Rental (Large Meetings & Events)

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

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

Security Guards and Insurance

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

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

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

Additional Amenities

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

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

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

COURT (MUNICIPAL)

Court (Municipal)

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

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

Other Court Services

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

Fees & Penalties

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

Jury Fees

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

Hermiston Municipal Court

180 NE 2nd Street, Hermiston, OR 97838
541-567-6610

EASTERN OREGON TRADE & EVENT CENTER (EOTEC)

Eastern Oregon Trade & Event Center (EOTEC)

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

EASTERN OREGON TRADE & EVENT CENTER (EOTEC)

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

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

Other Venues

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

EOTEC

1705 E. Airport Rd, Hermiston, OR 97838

541-289-9800

<https://eotechermiston.com/>

FESTIVAL STREET

Festival Street

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

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

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

Miscellaneous Rentals

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

Reservations may be made through: Hermiston Community Center

415 S. Hwy 395, Hermiston, OR 97838

541-667-5018

FRANCHISES

Franchises

Miscellaneous

- | | |
|-------------------------------|--|
| 1. Application and Review Fee | \$350.00
Unless otherwise provided in franchise agreement |
|-------------------------------|--|

Registration Fee

- | | |
|--------------------------------------|---------|
| 1. Telecommunications- One Time Only | \$50.00 |
|--------------------------------------|---------|

Solid Waste

- | | |
|------------------------------------|-----|
| 1. Franchise Fee | 3% |
| 2. Billing and Collection Services | 12% |

Small Cell Wireless

- | | |
|---------------------------|---|
| 1. Annual Franchise Fee | \$270.00 for each Small Wireless Facility installed or maintained. Will increase 3% every January 1, beginning January 1, 2022. |
| 2. Interest and Late Fees | Annual rate equal to the greater of 1% per month or the maximum rate allowed by law. |
| 3. Additional Fees | As established |

All Grantees must pay a franchise fee to the City through the duration of its franchise, as follows:

- A. For all grantees, except as provided in paragraphs B and C, a fee of 5% of gross revenues paid quarterly, unless otherwise provided in the franchise agreement. Gross revenue is defined in Section 170.04.050 of the Hermiston Municipal Code.
- B. The franchise fee for a telecommunication utility shall equal 5% of its gross revenue on exchange access services earned within the boundaries of the City.
- C. For limited use telecommunications grantees, a minimum annual fee, payable in advance, of \$1,000.00 or \$1.00 per linear foot of right-of-way used, whichever sum is greater. This fee will increase annually in July of each year, by multiplying the fee by a fraction, the numerator of which is the CPI Index Figure for the month of March preceding the July in which the fee is to be increased and the denominator of which is the Base CPI Index Figure. As used in this section, "Index" refers to the All Urban Consumers (CPI-U), U.S. City Average, CPI Index published by the Bureau of Labor Statistics of the United States Department of Labor. "Base CPI Index Figure" will refer to the Index number indicated for the month of March, 1998, and the "CPI Index Figure" for any other month will refer to the Index number for that month.

Please Note: Beginning July 1, 2001, the fee will be \$1.00 per linear foot. This fee will increase annually by the CPI Index as set forth above. The base CPI will be January of 2001. A limited use telecommunication grantee is defined as one whose franchise limits the amount of linear feet the grantee may occupy, or one who has a franchise as of October, 1998, for the purpose of long-distance telecommunications.

Right-of-Way Permit

- | | |
|---|---|
| 1. Diminished Pavement Life Fee-
For any construction requiring pavement cuts or excavation within a public right-of-way. | The franchise applicant shall acquire a City of Hermiston permit {§94.37(A)} to utilize City right-of- way and meet all fee and construction standards as specified. |
| 2. Construction Permit Fee | the applicant must pay a permit fee equal to \$500.00 or ¼ of one percent (.25%) of the estimated cost of constructing the telecommunications facilities, whichever is greater; unless otherwise provided in a franchise agreement, prior to issuance of a construction permit for construction within the public right-of-way. |

GARBAGE & RECYCLING SERVICES

Garbage & Recycling Services

Miscellaneous Services & Fees

FREE Yard Trimming Permits

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

Account Set-Up (non-refundable)

1. Garbage & Recycling (only)	\$10.00
-------------------------------	---------

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

A. Residential 95-Gallon Cart

<u>Serviced every other week</u>	<u>\$8.00 per cart per month</u>
----------------------------------	----------------------------------

B. Commercial 300-Gallon Rollcarts

1. <u>Serviced every other week</u>	<u>\$24.00 per cart per month</u>
2. <u>Serviced every week</u>	<u>\$48.00 per cart per month</u>

C. **FREE Recycling Centers located in Hermiston**

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

2. **Mechanically Emptied Carts & Containers**

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

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

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

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

C. **Commercial Yard & Cardboard Containers**

1. (1) 1.5- Yard Container (Service available Mon-Sat):	
a. Served once a week	a. \$120.82 per month
b. Served twice a week	b. \$228.73 per month
c. Served three times a week	c. \$336.64 per month
d. Served four times a week	d. \$444.55 per month
e. Served five times a week	e. \$552.38 per month
f. Served six times a week	f. \$660.37 per month
2. (1) 2- Yard Container (Service available Mon-Sat):	
a. Served once a week	a. \$157.08 per month
b. Served twice a week	b. \$298.64 per month

GARBAGE & RECYCLING SERVICES

c. Served three times a week	c. \$440.19 per month
d. Served four times a week	d. \$581.75 per month
e. Served five times a week	e. \$723.29 per month
f. Served six times a week	f. \$864.85 per month
3. Cardboard Recycling Container:	a. \$53.91 per month
a. Serviced once a week	i. Add \$53.91 per month per each additional day of service
i. Service up to 5 days a week Mon-Fri is available	b. \$285.81 per month
b. Compactor Haul	c. \$6.89 per month
c. Demurrage per day after 7 days	
D. Regulations	
1. 1.5- Yard container and larger containers must be placed on a hard level surface in a location that will prevent container run-away.	
2. Containers placement must be easily accessible to truck and collector.	
3. Cart placement must be at curb or roadside.	
3. Dropbox	
A. Service within 7-day period	
1. Prepayment: Required to reserve a dropbox and applied to first bill.	\$200.00
2. Delivery Fee	\$63.39 for the first box
3. Weighing up to 5 tons	\$89.54 haul fee plus \$8.97 per cubic yard or \$100.84 per ton, whichever is greater
4. Weighing 5 tons or greater	\$323.28 haul fee plus \$54.00 per ton
5. Demurrage charge per box after 7 th day	\$6.89 per day
B. Regulations	
1. Dropboxes are priced and can be loaded-level full with a maximum weight of 10 tons.	
4. Compacted Dropbox	
A. Compactor on call	
1. Weighing up to 5 tons	\$117.66 per hour haul fee plus \$8.97 per cubic yard or \$100.84 per ton, whichever is greater
2. Weighing 5 tons and greater	\$351.41 haul fee plus \$54.00 per ton
B. Regulations	
1. Maximum weight of 10 tons when full.	
5. Fines & Penalties (not already listed above)	
-Non-Payment Service Charge	\$20.00
Return Service (Did not set-out cart. Same day only.)	\$20.62
Overages/Extras (Cart lid does not completely close, garbage is left outside of cart, or cart weighs more than the allowable amount)	See Sanitary Disposal/Waste Connections Fees
Please Note: Service shall be restored only upon full payment of account, including: any other costs or fines imposed by the City or Sanitary Disposal.	
All solid waste services, as specified in this section, are subcontracted to:	
Sanitary Disposal	
81144 N. Hwy 395, Hermiston, OR 97838	
541-567-8842	

HARKENRIDER SENIOR CENTER

Harkenrider Senior Center

Discounted Rates for Non-Profit Organization may be provided.

Great Room Rental (Large Meetings & Events)

Includes: Janitorial, Staff Support, and Tear Down.

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

Security Guards and Insurance

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

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

Small Meetings & Events

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

	Staff Set Up	Half Day (1-5 Hours)	Full Day (6+ Hours)
1. Breakout Room (25 guests max)	NA	\$125.00	\$200.00
2. Refundable Cleaning/Damage Deposit- Due to Hold Date		\$50.00	

Additional Amenities

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

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

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

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

HERMISTON ENERGY SERVICES (HES)

Hermiston Energy Services (HES)

Customer Service Policies, Rates, and Associated Fee Manual

Last adopted/amended:	December 9, 2024 by Resolution No. 2349
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All electric services, as specified in this resolution, are contracted to:

Umatilla Electric Cooperative (UEC)

750 W. Elm Ave, Hermiston, OR 97838

541-567-6414

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

LIBRARY

Library

Library Card

1. Hermiston Resident: Live in 97838 zip code	Free
2. Temporary: If you live in the 97838 area and can provide acceptable identification	\$8.75 for three months
3. Non-Resident: If you do not live in the 97838 area, or do not have acceptable identification	\$35.00 per year
4. Replacement Card: lost or stolen	\$2.00

Inter-Library Loans (ILL) & Sage Library System (SLS): Patrons may place Inter-library Loan requests for items not found in the Hermiston Public Library. Patrons will be notified of the item(s) arrival and will have seven days to retrieve the item(s).

1. Requesting items from SLS- Retrieved item(s)	Free
2. Searching Fee for Requesting items from ILL- Payable at time of request & is non-refundable, regardless of loan success.	\$3.00 Other fees may apply from lending library
3. Requesting items from ILL and/or SLS- Failed to retrieve item(s)	\$5.00, after first notice

Research Services

1. All research requests- For example: "Who was X building named after?"	As established in "Administration & General Fees" under "Processing Fees"
2. Obituaries from Hermiston Herald a. Self Service b. Staff Completion	a. Free b. As established in "Administration & General Fees" under "Processing Fees"

Fines & Collections

1. Overdue Late fees: for Books, Audiobooks, Magazine, Videos/DVDs, High Demand Items:	\$0.20 per item per day \$5.00 Maximum fine per item
2. Overdue Late fees: for special or temporary collections	Cost Varies
3. Collections: Library accounts of \$50.00 or more in arrears, and are more than 60 days past due, will be turned over to collections.	As established in "Administration & General Fees" under "Fines & Penalties"

Damaged Materials

1. Repair fee: Items requiring less than one-hour of repair	Charged at \$5.00 per 15-minute increments \$5.00 minimum charge
2. Replacement fee: Items requiring more than one-hour of repair	Actual Cost
3. Labels, Bar Codes & Book Pockets: Missing or damaged	\$1.00
4. Video/Audio Covers	\$5.00
5. CD/Media Parts	Actual Cost of missing or damaged part(s). When parts cannot be purchased individually, a replacement cost for the entire set will be charged.

Room Rental for Small Meetings & Events

Includes: Tables, Chairs, & Staff Support

Program Room (73 guests max)	\$100.00
Refundable Cleaning/Damage Deposit- Due to Hold Date	

Miscellaneous Services

1. Printing & Copying – Self Service	\$0.10 per page for black and white	\$0.50 per page for color
--------------------------------------	-------------------------------------	---------------------------

LIBRARY

2. USB Stick, Headphones, etc

Actual Cost

3. Other Misc. Items and Services

As Established

Hermiston Public Library

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

PARKS AND RECREATION

Parks and Recreation

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

PLANNING & ZONING

Planning & Zoning

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

POLICE DEPARTMENT

Police Department

Law Enforcement -Effective 04/01/2024

Law Enforcement Staffing Fee- Added to each utility bill (water, sewer, garbage).

\$5.00 per month

Violations (cannot exceed amount established by state law)

- | | |
|--|---|
| 1. False certification | Not more than \$1,000.00 |
| 2. Class A, B, C, & D Individual Violations | Maximums permitted by State Law |
| 3. Class, A, B, C & D Corporation Violations | Double the maximum of Individual Violations |
| 4. Towing and Impoundment | As established by Towing Company |

Miscellaneous Services

- | | |
|---|---------|
| 1. Fingerprinting
(Livescan Prints only – No ink prints provided) | \$20.00 |
| 2. Bicycle Registration
(Residents living within city limits only) | Free |

Prints & Public Records**Please Note:** Requestors must pre-pay the estimated cost of request. If the actual charges are less than the pre-payment, then the over- payment shall be refunded.**Documents & Photocopies** (Does not include other fees)

- | | |
|--|--|
| 1. Black & White (up to 11x17) | Single: \$0.25 per page
Double-Sided: \$0.50 per page |
| 2. Color (up to 11x17) | Single: \$1.00 per page
Double-Sided: \$2.00 per page |
| 3. Black & White and Color (larger than 11x17) | Actual Cost |

Media (Does not include other fees)

- | | |
|--|----------------------------------|
| 1. DVD, CD or USB | Actual Cost |
| 2. Audio & Video Recording, in addition to any other fees. | \$35.00 per hour- Minimum Charge |

Police Investigation Reports

- | | |
|--|--|
| 1. Digital Copy- Includes:
The initial report and supplemental reports completed at the time of request, along with color full-page photographs. | \$20.00 |
| 2. Printed Copy- Includes:
The initial report, supplemental reports completed at the time of request, along with color photographs in gallery/thumbnail view. | \$20.00, plus
\$1.00 per full-page color photos |

Discovery

- | | |
|---|--|
| 1. Criminal Offense: Court Appointed Attorney | Free |
| 2. Criminal Offense: Retained Attorney | \$20.00 |
| 3. Violation Offense: Digital Standard Packet | \$20.00 |
| 4. Violation Offense: Printed Standard Packet | \$20.00 with potential additional "Media" fees |

Miscellaneous

- | | |
|---|---------|
| 1. Police CAD (Computer Aided Dispatch) Incident report | \$20.00 |
| 2. Citation copy | \$5.00 |
| 3. Mugshot copy | \$5.00 |

POLICE DEPARTMENT

4. Address/Name Record Check	\$20.00
5. Mailing Services	Actual Cost
Records Request Processing Fees (Does not include other fees)	
1. Lengthy Requests (request over 15 mins to complete) - Fee's charged at 15 min increments. - Requests less than 15 mins to process may be waived, excluding serial requests.	\$35.00 per hour
2. Attorney Fees	Actual Cost
Hermiston Police Department, Bob Shannon Safety Center 330 S. 1 st Street, Hermiston, OR 97838 541-567-5519 (Business) 541-966-3651 (Dispatch) 541-667-5148 (Anonymous Tip Line)	

PUBLIC TRANSIT- TAXICAB & BUS SERVICES

Public Transit-Taxicab & Bus Services

Taxicab Services**Cab Fares**

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

WORC Program

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

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

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

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

Taxicab Drivers (Charged at the time of application)

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

Bus Services

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

Taxicab Services are contracted to: Umatilla Cab Co.

2430 N. 1st Street, Hermiston, OR 97838
541-567-6055

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

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

<https://ctuir.org/>

SEWER DEPARTMENT

Sewer Department

Account Set-Up (non-refundable)

See "Water Department"

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

Please Note the Following:

❖ **Sewer Annual Adjustment:**

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

❖ **Monthly Usage Calculation:**

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

❖ **New Customers:**

New customers who begin service between:

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

❖ **Reduced Utility Rate:**

For relief of those residents who are experiencing a financial hardship and meet income qualifications, a Reduced Utility Rate Application may be obtained at City Hall for a reduced monthly charge calculated at 50 percent of the base rate of their water and sewer bill, as well as a monthly discount of garbage service (see "Garbage & Recycling Services").

Fines & Penalties

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

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

Commercial Independent Discharge Users

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

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

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

SEWER DEPARTMENT

3. Ammonia: \$1.68/lb

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

Fats, Oils, & Grease (FOG) Users

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

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

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

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

Sewer (Recycled Water) Department

2205 N. First Place, Hermiston, OR 97838

541-567-5272

STREET DEPARTMENT

Street Department

Sidewalk & Driveway Permits

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

Street Excavation Permits

All right-of-Way Cut Permits:

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

Permit referenced above are processed by the Building Department

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

541-667-5025

Street Closures

Street Closures for Private or Community Events

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

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

Street Closures for Parades, Marches, and Processions

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

Parade Application

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

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

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

Street Closure Permits referenced above are processed City Hall

180 NE 2nd Street, Hermiston, OR 97838

541-567-5521

SYSTEM DEVELOPMENT CHARGES & CONNECTION PERMITS

System Development Charges & Connection Permits

A. System Development Charges (SDC's)

Fees are due and payable upon issuance of permit for connection

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

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

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

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

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

Connection Permits Fees

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

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

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

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

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

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

SYSTEM DEVELOPMENT CHARGES & CONNECTION PERMITS

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

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

Building Department

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

541-667-5025

TRANSIENT ROOM TAX

Transient Room Tax

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

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

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

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

Tourism Promotion Assessment Charge

Hotels

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

Recreational Vehicle Park

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

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

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

Delinquencies and Interest from Transient Tax Collector

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

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

WATER DEPARTMENT

Water Department

Account Set-Up (non-refundable)

Water and/or Sewer, with or without Garbage Services	\$30.00
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Water Usage Calculations (per 1,000 gallons)

Rates Adjusted: March 1, 2025

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

Please Note the Following:

❖ **Water Usage Annual Adjustment:**

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

❖ **Reduced Utility Rate:**

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

Fines & Penalties

1. Late/Delinquent Payments: All unpaid bills & charges for water, sewer & garbage services, not paid within 20 days of issuance of statement.	Additional 5% imposed on the gross combined billing
2. Disconnection Fee: Due to non-payment and/or failure to comply with water shortage emergency regulations	\$75.00
3. Tampering Act: For any unauthorized alteration or attempted alteration to: • Reconnect services, once disconnected • Component(s) or locking mechanism • Other unauthorized access	\$100.00 per occurrence, plus any additional charges for repairs or replacements due to damage(s)

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

Miscellaneous Services

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



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

Water Department Services are located at City Hall
180 NE 2nd Street, Hermiston, OR 97838

541-567-5521



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
 For the Meeting of November 10, 2025

Title/Subject

Renaming the Basketball Courts at Newport Park

Summary and Background

At the October 13, 2025 council meeting, Councilor Barron proposed consideration of naming the basketball courts that are a part of Newport Park. The council approved the consideration of that proposal unanimously.

Using the city facility policy adopted in March 2024, the process to carry out the renaming of an existing city facility is as follows:

1. Staff or community member(s) propose name or new name.
2. Appropriate city committee with jurisdiction uses guidelines provided in section c below to evaluate proposals for facility/park naming/renaming.
3. Appropriate city committee recommends a name for park/facility.
4. City Council approves name and any naming rights agreement.

The full language of the naming/renaming policy is attached to this report.

Tie-In to Council Goals

N/A

Fiscal Information

The cost of signage can be brought forward at the final stage of this process.

Alternatives and Recommendation

Alternatives

- A. Refer the item to the Parks and Recreation Committee for discussion and recommendation.
- B. Rename the courts tonight.

Recommended Action/Motion

Motion to refer to the Parks and Recreation Committee the renaming of the basketball courts at Newport Park after Joe Thompson.

Submitted By:

Byron D. Smith, City Manager

A POLICY FOR NAMING/RENAMING CITY FACILITIES AND PARKS INCLUDING COMMERCIAL NAMING RIGHTS

1. Definition.

a. Facilities and Parks. A facility refers to any structure or designated area that supports recreational/educational activities and amenities for public use. These can include buildings (including community centers), rooms in buildings, parks, garden areas, playgrounds, sports fields (like soccer, baseball, or football fields), courts, picnic areas, shelters or pavilions, walking or cycling paths, restrooms, and swimming pools. The purpose of facilities is to enhance the recreation, provide spaces for physical activity and community gatherings, and promote the overall well-being of community members.

b. Non-facilities. Items or features within an area or park that do not fall under the definition of a facility typically include natural features and landscaping elements such as trees, lawns, undeveloped land, and general open space areas. Additionally, small, non-structural amenities like park benches, signage, waste receptacles, and minor decorative elements are not considered facilities and fall under City Manager policy.

2. Policies and procedures for naming parks/facilities operated by the City.

a. Naming Objectives:

- i. Identify the site/facility/area and create a site image.
- ii. Provide a geographic location for the site/facility that could assist the public in easily locating a specific site within a park.
- iii. Recognize those individuals/organizations that develop facilities/areas for public use.
- iv. Honor a person for historical or commemorative reasons.
- v. Carry current values into the future.
- vi. Provide for added or enhanced development through the purchase of naming rights by commercial businesses, private individuals, or civic groups.

b. Procedure for naming new facilities/parks/areas or renaming existing facilities/parks/areas:

- i. Staff or community member(s) propose name or new name.
- ii. Appropriate city committee with jurisdiction uses guidelines provided in section c below to evaluate proposals for facility/park naming/renaming.
- iii. Appropriate city committee recommends a name for park/facility.
- iv. City Council approves name and any naming rights agreement.

c. Guidelines and/or considerations to be used for naming or renaming facilities/parks:

- i. Be imaginative and creative.
- ii. Utilize names of cultural places or features, i.e. streets, schools.
- iii. Name after historic sites, events, or persons.

- iv. Geographic or natural features, i.e. creeks, hills, or vegetation.
- v. Names should express appreciation, educate, or convey historical significance.
 - 1. Living People:
 - a. When 50 percent of the value of the park land, facility, or area is donated, or
 - b. When "substantially all" of the development is donated, or
 - c. When public individuals have made a significant contribution over a long period of time to, or
 - d. When public individuals have special interest in the park and/or other facility.
 - e. When a person is determined to have played an essential role in the evolution of the facility or area.
 - 2. Deceased People:
 - a. When it is appropriate to name a facility/park in honor of a deceased person, it may be a war or civilian hero or a person who has made a major contribution to the community and/or who has been instrumental in acquiring or developing the facility/park area. The name of a deceased person for a facility/park should not be considered until 6 months after the date of the death of that person and should be considered only if deemed appropriate.
 - 3. Organizations:
 - a. When 50 percent of the value of the parkland, facility or area is donated, or
 - b. When substantially all the development is donated.
 - c. When a donation has been "deemed significant" in the development of a facility or area.
- vi. Commercial Naming Rights:
 - 1. When a negotiated percent of the facility/park/area is donated, or
 - 2. When a negotiated amount of funding is provided for the development or enhancement of the park/facility/area.
- vii. Naming rights to facilities and programs will not be allowed for alcoholic beverages, tobacco products and other businesses that do not reflect the wholesome nature of the facility and services provided and do not represent the mission and values of the City of Hermiston.
- viii. Length of rights will be determined through a negotiated contract, which will be approved by the City Council.
- ix. Avoid duplication with other names in the state and surrounding areas.
- x. The City of Hermiston reserves the right to refuse contributions.



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
 For the Meeting of November 10, 2025

Title/Subject

Options for Additional Court Funding for Public Defense Services

Summary and Background

Summary

As directed by the council at the October 13th council meeting, staff has gone back to research options for additional funding to the municipal court. Additional research was also done to better determine what other comparable jurisdictions are doing on this issue.

Other Jurisdictions

The City of Pendleton is really the only comparable jurisdiction that handles criminal cases in our area. They are struggling with their current defense attorney because they pay them almost twice as much as we pay and the attorney is asking for more. They are considering doing the same thing as we are but have not worked through internal discussions on the topic.

Other Funding Options

See below in the financial section.

Tie-In to Council Goals

N/A

Fiscal Information

The cost to increase the public defender contract to meet the amounts currently offered to attorneys in circuit court, the City would need \$450,000 for a full fiscal year. Adding in slight increases to the prosecutor's and the judge's compensation, a total of \$500,000 would be needed for a full fiscal year. Some of the numbers we used in October were for a partial year and so moving this to a full fiscal year allows us to standardize these numbers for discussion.

Below is several possible ways to provide an additional \$500,000 to the Municipal Court budget:

Possible Expenditure Cuts	
~3% across the board to all General Fund Departments	\$600,000
Traffic Officer	\$175,000

Senior Library Assistant	\$105,000
Parks Maintenance	\$ 96,700
Recreation Coordinator	\$110,000
Code Enforcement Officer	\$113,500
Possible Revenue Enhancements	
For Every \$1 increase in Public Safety Fee	\$ 73,000

Alternatives and Recommendation

Alternatives

1. Recommend a combination of \$500,000 cuts/enhancements to increase pay for public defense. Release an RFP with updated compensation amounts.
2. Motion to send all misdemeanor cases to Circuit Court. (Continue to seek public defense services at or near current compensation amounts).

Recommended Action/Motion

Motion to send all misdemeanor cases to Circuit Court for potential prosecution while continuing to seek public defense services to return them when the City is able to adequately process the cases.

Submitted By:

Jillian Viles, Municipal Court Administrator

Byron D. Smith, City Manager



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
 For the Meeting of November 10, 2025

Title/Subject

Options for Additional Funding for the Harkenrider Center

Summary and Background

The City of Hermiston has been in partnership with the Hermiston Senior Center Board of Directors Inc. (Senior Board) for many years. That partnership has been in writing since at least February 2014. At that time, the two parties entered into an agreement to develop and then use a facility. This agreement grew out of a partnership where the City acquired funding (Community Development Block Grant funds) in order to replace the Senior Center facility that was located on the former Umatilla County Fairgrounds property that had been sold to the Hermiston School District. All of this was part of the community's effort to relocate the fairgrounds to what is now the EOTEC facility.

This agreement was prior to several events that have changed the circumstances surrounding the operations of the Harkenrider Center. First, it was signed before we decided to add the basement and then built-out the basement. Second, it was signed before the Covid-19 Pandemic which has really changed volunteerism in general and really impacted the Senior Board's meal program. These factors have really made our current agreement outdated and in need of review.

Finally, the City started budgeting money to assist the Senior Board in their operations in FY2018-19. We didn't necessarily start spending money in that area right away, but we have budgeted \$132,146 to the Harkenrider Center in our current year budget. Most of that (\$74,646) is allocated to staffing to assist the Senior Board.

Tie-In to Council Goals

N/A

Fiscal Information

Since we have just discussed options related to funding reallocations for court services, a listing of some larger cuts that would need to be made in order to reallocate funds are fresh in memory. For the requested \$30,000 increase to the Harkenrider Center's budget, the cuts would not need to be as drastic.

Below are several possible ways to provide an additional \$30,000 to the Harkenrider Center budget:

Possible Expenditure Cuts	
Travel & Training – City Council	\$17,500
Food & Miscellaneous – City Council	\$ 7,500
Food & Miscellaneous – City Manager/Legal	\$ 5,000
Miscellaneous Contractual – City Manager/Legal	\$ 8,000
Chemicals – Pool	\$ 45,000
Library Books & Equipment – Library	\$ 30,000

Alternatives and Recommendation

Alternatives

1. Recommend a combination of \$30,000 cuts/enhancements to account for an additional \$30,000 contribution to the Harkenrider Center.
2. Direct staff to work with the Senior Board to renegotiate our use agreement for the Harkenrider Center to better allocate resources.

Recommended Action/Motion

Motion to direct staff to renegotiate the current use agreement with the Senior Board for operations within the Harkenrider Center.

Submitted By:

Brandon Artz, Parks and Recreation Director

Byron D. Smith, City Manager