



HERMISTON CITY COUNCIL & URBAN RENEWAL AGENCY

AGENDA

MONDAY, JANUARY 09, 2023

Where Life is Sweet

CITY HALL COUNCIL CHAMBERS– 180 NE 2ND ST

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

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

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

2. DECLARATION OF QUORUM

3. FLAG SALUTE

4. PROCLAMATIONS, PRESENTATIONS AND RECOGNITIONS

A. Presentation- Hermiston School District Updates

5. CITIZEN INPUT ON NON-AGENDA ITEMS

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

6. CONSENT AGENDA

A. [Committee Vacancy Announcements](#)

B. Committee Appointment Confirmation of Lori Davis for: Library Board, Position 1- term ending 06/30/2024 and Budget Committee Position #5- term ending 12/31/2023.

C. Committee Re-Appointment Confirmation of Jason McAndrews for: Budget Committee Position #2- term ending 12/31/2025

D. Committee Re-Appointment Recommendation of Anton Wanous for: Budget Committee Position #1- term ending 12/31/2025

E. Committee Re-Appointment Recommendation of Joshua Roberts for: Budget Committee Position #3- term ending 12/31/2025

F. Committee Appointment Recommendation of Jesse Roa for: Hispanic Advisory Committee Position #3- term ending 06/30/2024

G. Minutes of the November 28, 2022, Public Infrastructure Committee meeting

H. Minutes of the December 12, 2022 City Council Work Session & Regular Meeting

I. Consider approval of a Liquor License Application for "Change of Ownership" for J&T Dinning Enterprise LLC dba Nookies, Hermiston Brewing Company, located at 125 N 1st Street.

J. Consider approval of a Liquor License Application for "Change of Ownership" Gotta Stop Mini Mart located at 1580 W Highland Ave.

7. ITEMS REMOVED FROM CONSENT AGENDA

8. PUBLIC HEARINGS

A. Supplemental Budget #2 - Fiscal Year 2022-2023 (See Resolution No. 2251)

9. ORDINANCES AND RESOLUTIONS

A. Resolution 2249- Review and Approval of Building Code Updates

B. Resolution #2250- Awarding a contract to R & G Excavating for Well #5 Water System Improvements.

C. Resolution No. 2251 to Supplement FY2023 Budget

D. Resolution 2252- Review and Approval of Master Fee Schedule Updates

10. OTHER

A. Water, Sewer, and Street 5-Year Capital Improvement Plan Update

B. Elect Council President, Two-Year Term

11. COMMITTEE REPORTS

A. City Committee and Liaison:

Airport Advisory, Budget, Hispanic Advisory, Library Board, Parks and Recreation, Planning Commission, Recreation Projects Fund, Faith-Based Advisory, Community Enhancement, Community Accountability, Public Safety, Public Infrastructure, Transit Planning, EOTEC

B. Mayor's Report

C. Council Report

D. Youth Advisory Report

E. Manager's Report

12. 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 & 3: 3-year term ending December 31, 2025 (Advertised as of 11/02/2022)

2) Faith-Based Advisory Committee

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

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

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

4) Hispanic Advisory Committee

- Position 3: remaining 3-year term ending June 30, 2024 (Vacant as of 01/19/2022)
- Position 5: 3-year term ending June 30, 2025 (Advertised as of 04/19/2022)

5) Library Board

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

Deadline to apply for all Committees: Open Until Filled

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

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

Mayor Drotzmann called the meeting to order at 6:00pm. Councilor Peterson was excused. Councilor Spicerkuhn arrived at 6:34PM. City staff in attendance included: Assistant City Manager Mark Morgan, City Manager Byron Smith, Finance Director Mark Krawczyk, City Attorney Rich Tovey, Street Superintendent Ron Sivey, Wastewater Superintendent Bill Schmittle, Water superintendent Roy Bicknell and Planning Assistant Heather La Beau. Anderson Perry engineer Jay Marlow was in attendance.

Capital Improvement Projects (CIP) update

Mr. Morgan reviewed the three attached spreadsheets updating capital improvement projects for each department. Cost estimates have been updated for projects, including an in-depth review of each project's scope, and additional projects have been added. Additional discussion surrounded the following projects-

Water

Well No. 5 Water System Improvements

The well provides the majority of the City's water throughout the year and the most water during peak summer season. The system will be upgraded to increase pumping capacity and allow full use of the water rights.

N 1st Place Water Line Replacement

This project will replace the water line from Hermiston Ave to Elm Ave as part of the street reconstruction. The contract is anticipated to be awarded in February. As the sewer portion of the project is completed, the road will be reopened for a few months before this project starts.

E Gladys Ave & E Main St Water Line Replacement

Approximately one mile of water line on E Gladys Ave From NE 3rd St to NE 7th St, and from NE 5th St to NE 8th St on E Main St as well as small portions on E Hurlburt Ave and SE 7th St will be replaced with ductile iron pipe. The project cost is reflected higher than it was previously to allow for more allowance of street paving. A similar project on W Ridgeway required an extensive amount of surface restoration.

The total for water projects in the fiscal year 26-27 is shown lower than previous years. This allows for the availability to have cash on hand for possible cost overruns of earlier years' projects. Projects can be added if there remains cash on hand.

Recycled Water

E Evelyn Ave Gravity Sewer Line Replacement

This project continues the system capacity expansion of the sewer line that began with replacement of the SE 7th St portion.

McDonald's and US Hwy 395 Gravity Sewer Line Replacement

The sewer line will extend the sewer main from the McDonald's property through the property to the north and tie in at Cornell Place.

NE 7th St Gravity Sewer Line Replacement

This project includes replacement of line that is within easements on private property.

Decommission Lift Station No. 3

There were significant cost increases for this project. To absorb the cost overruns, several other projects were pushed back a year.

Sewer Reserve

The replacement projects are planned for FY25-26. Funds are placed in reserve each year for the expense. The amount in reserve is less aggressive than previous years as the membrane filters are doing well.

Lift Station No. 7 Reconstruction

The lift station is located on NW 11th and is an obstruction on the sidewalk. The reconstruction will remove the obstruction.

Streets

N 1st Place Roadway Improvements

This project is finally underway and progressing.

E Gettman Road Construction Right-of-Way plan

The county has hard surfaced a portion of Gettman. While the work was not to City standards, focus can now be moved to Phase 2. The location of the road still needs to be determined so the right-of-way can be acquired.

E Penney Ave

The final portion of right-of-way has been secured. A grant has been awarded and some CARES funds allocated for the building of the roadway with an anticipated completion date in calendar year 2023. Traffic signal improvements are not included. The roadway will eventually provide back access to employment lands from 1st. The needs of the area have changed drastically over the last few years and the project still provides good connection access and large truck access without the need for turning.

NW Geer Rd/W Harper Rd/N 1st PI Realignment

The project has been moved to FY 24-25 as the City continues to work with neighboring property owners. A large number of the parcels are on septic systems, the project could include sewer line installation.

The CIP updates are adopted every two years. The utility rate adjustments are done in January and it's preferable to do the CIP updates simultaneously so there's a reference to why rates are increasing.

The council decided to adjust utility rates using a three-year rolling average, which equates to about a 5 percent increase this year.

Upgrades to the regional water distribution system for Amazon is not on the spreadsheet as the project is privately funded by Amazon. The pre-bid meeting went well and anticipate several bids. The guaranteed delivery date for the water is September 2023.

Adjourn

Mayor Drotzmann adjourned the meeting at 6:46pm.

City of Hermiston, Oregon
 Capital Improvements Plan Update
 Future Value - Street Project Summary

Project No.	Project	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
Street Projects						
ST 1.0	N.W. Geer Road, W. Harper Road, and N. 1st Place Realignment	\$ -	\$ -	\$ 1,410,000	\$ -	\$ -
ST 2.0	N. 1st Place Roadway Improvements	\$ 4,100,000	\$ -	\$ -	\$ -	\$ -
ST 3.0	Arterial/Collector Sidewalk Infill	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
ST 4.0	W. Theater Lane Resurfacing	\$ -	\$ -	\$ -	\$ -	\$ 600,000
ST 10.0	E. Gettrman Road Construction (S. 1st Street to U.S. Highway 395) Right-of-Way Plan	\$ 60,000	\$ -	\$ -	\$ -	\$ -
ST 19.0	E. Hurlburt Avenue and S E 2nd Street Parking Lot Reconstruction	\$ -	\$ -	\$ -	\$ -	\$ 300,000
ST 20.0	E. Penney Avenue (S E. Kelli Boulevard to U.S. Highway 395)	\$ 995,000	\$ -	\$ -	\$ -	\$ 300,000
Street Total		\$ 5,185,000	\$ 30,000	\$ 1,440,000	\$ 30,000	\$ 1,230,000



CITY OF
 HERMISTON, OREGON
 CAPITAL IMPROVEMENTS PLAN UPDATE
 FUTURE VALUE - STREET
 PROJECT SUMMARY

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City of Hermiston, Oregon
 Capital Improvements Plan Update
 Future Value - Water Project Summary

Project No.	Project	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
Supply						
W 1.0	Well No. 6 Backup Generator	\$ 380,000	\$ -	\$ -	\$ -	\$ -
W 2.0	Well No. 5 Water System Improvements	\$ 520,000	\$ -	\$ -	\$ -	\$ -
W 3.0	Well No. 6 Chlorination System Structure	\$ 450,000	\$ -	\$ -	\$ -	\$ -
W 4.0	Well No. 4 Control System	\$ 390,000	\$ -	\$ -	\$ -	\$ -
W 12.0	Chlorination Scales	\$ -	\$ -	\$ -	\$ -	\$ 15,000
W 14.0	Well No. 6, Reservoir No. 2 Exterior Surfaces Painting	\$ -	\$ -	\$ -	\$ -	\$ 115,000
W 15.0	Well No. 4 Reservoir Exterior Surfaces Painting	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Distribution						
W 5.0	N 1st Place Water Line Replacement	\$ 800,000	\$ -	\$ -	\$ -	\$ -
W 6.0	E Gladys Avenue and E Main Street Water Line Replacement	\$ -	\$ 1,800,000	\$ -	\$ -	\$ -
W 7.0	E Highland Avenue Water Line Replacement	\$ -	\$ -	\$ 1,280,000	\$ -	\$ -
W 8.0	Highland Booster Pump Station and Pressure Zone Reconfiguration	\$ -	\$ -	\$ 1,100,000	\$ -	\$ -
W 9.0	W Orchard Avenue Water Line Replacement	\$ -	\$ -	\$ -	\$ 1,100,000	\$ -
W 10.0	View Drive Booster Pump Station Upgrades	\$ -	\$ -	\$ -	\$ 750,000	\$ -
Water Reserve						
W 11.0	Residential Water Meter Replacement	\$ -	\$ -	\$ 150,000	\$ 150,000	\$ -
Water Total		\$ 2,540,000	\$ 1,800,000	\$ 2,530,000	\$ 2,000,000	\$ 330,000




CITY OF
 HERMISTON, OREGON
 CAPITAL IMPROVEMENTS PLAN UPDATE
 FUTURE VALUE - WATER
 PROJECT SUMMARY

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City of Hermiston, Oregon
 Capital Improvements Plan Update
 Future Value - Recycled Water Project Summary

Project No.	Project	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
Collection						
S 1.0	Lift Station No. 5 Wetwell Upgrades	\$ 100,000	\$ -	\$ -	\$ -	\$ -
S 2.0	E. Evelyn Avenue Gravity Sewer Line Replacement	\$ -	\$ 323,000	\$ -	\$ -	\$ -
S 3.0	Lift Station No. 4 Reconstruction	\$ 600,000	\$ -	\$ -	\$ -	\$ -
S 4.0	McDonald's and U.S. Highway 395 Gravity Sewer Line Replacement	\$ 250,000	\$ -	\$ -	\$ -	\$ -
S 5.0	N. E. 7th Street Gravity Sewer Line Replacement	\$ -	\$ 300,000	\$ -	\$ -	\$ -
S 6.0	Decommission Lift Station No. 3	\$ 1,600,000	\$ -	\$ -	\$ -	\$ -
S 7.0	Lift Station No. 7 Reconstruction	\$ -	\$ 610,000	\$ -	\$ -	\$ -
S 10.0	Victory Square Park Gravity Sewer Line Replacement	\$ -	\$ -	\$ 225,000	\$ -	\$ -
S 12.0	Lift Station No. 1 Electrical	\$ -	\$ -	\$ -	\$ -	\$ 175,000
Treatment						
S 11.0	Recycled Water Treatment Plant Chlorination Improvements	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000
Sewer Reserve						
S 22.0	Recycled Water Treatment Plant Membrane Filter Savings and Replacement	\$ -	\$ 100,000	\$ 100,000	\$ 1,000,000	\$ -
S 23.0	Recycled Water Treatment Plant Pump and Motor Savings and Replacement	\$ 150,000	\$ 30,000	\$ 700,000	\$ -	\$ -
Recycled Water Total		\$ 2,700,000	\$ 1,363,000	\$ 1,025,000	\$ 1,000,000	\$ 1,375,000



Anderson
Construction
A Division of

CITY OF
HERMISTON, OREGON
CAPITAL IMPROVEMENTS PLAN UPDATE
FUTURE VALUE - RECYCLED WATER
PROJECT SUMMARY

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CITY COUNCIL

Work Session Meeting Minutes December 12, 2022

Council President Primmer called the work session meeting to order at 6:01pm. Present were Councilors Hardin, Spicerkuhn, Peterson, Duron, Barron, Davis, and Myers. Mayor Drotzmann was excused. Staff members in attendance were: City Manager Byron Smith, Assistant City Manager Mark Morgan, City Attorney Richard Tovey, Finance Director Mark Krawczyk, Planning Director Clint Spencer, and City Recorder Lilly Alarcon-Strong. Youth Advisory Member Julissa Gonzalez- Mendoza was also in attendance.

Waste Connections/Recycling

Assistant City Manager Mark Morgan and Waste Connections General Manager Kevin Miracle spoke regarding Senate Bill 582, the Plastic Pollution and Recycling Modernization Act of 2021 and shared a brief video (<https://www.youtube.com/watch?v=4Z2JIPrwtm8>) explaining the Bill and how it will/may impact Waste Connections and the City. Mr. Morgan and Mr. Miracle stated there are too many unknowns on how the implementation of this Bill will impact the community, however, tonight's presentation is meant to let the Council and Community know that this is coming and how staff is working on ways to best roll out all requirements as established moving forward.

Industrial Lands

Assistant City Manager Mark Morgan gave information regarding the possible expansion of City limits to accommodate for industrial land as the City continues to grow.

After some discussion the Council instructed City staff to move forward with continued research and information on expanding City limits to accommodate for industrial land growth.

Adjournment

Council President Primmer adjourned the work session meeting at 6:55pm and stated the Council will take a short break before starting the regular City Council meeting at 7:00pm.



CITY COUNCIL

Regular Meeting Minutes December 12, 2022

Council President Primmer called the regular meeting to order at 7:00pm. Present were Councilors Hardin, Spicerkuhn, Peterson, Myers, Barron, Davis, and Duron. Mayor Drotzmann was excused. Judge Creasing was in attendance, as well as staff to include: City Manager Byron Smith, Assistant City Manager Mark Morgan, City Attorney Rich Tovey, Finance Director Mark Krawczyk, Planning Director Clint Spencer, Parks and Recreation Director Brandon Artz, Court Administrator Jillian Viles, and City Recorder Lilly Alarcon-Strong. Youth Advisory Member Julissa Gonzalez-Mendoza was also in attendance. The pledge of allegiance was given.

Presentation- Hermiston School District Updates

Assistant Superintendent Jake Bacon gave HSD updates, to include: student enrollment numbers, current extracurricular activities, snow days, and winter break.

Citizen Input on Non-Agenda Items

None given.

Consent Agenda Items

Councilor Davis asked to remove item D as it was a conflict of interest. Councilor Barron moved and Councilor Hardin seconded to approve Consent Agenda items A-C and E & F to include:

- A. Final Plat- Gettman Hill Estates Phase 1 4N2815 Tax Lot 200 - 1307 SW 3rd St
- B. Committee Vacancy Announcements
- C. Minutes of the October 24th Public Safety Committee Meeting
- E. Committee Re-Appointment Recommendation of Jason McAndrews for: Budget Committee Position #2- term ending 12/31/2025
- F. Minutes of the November 28th City Council Meeting

Motion carried 7-1 with Councilor Davis abstaining.

Items Removed from Consent Agenda

- D. Committee Appointment Recommendation of Lori Davis for: Library Board, Position 1-term ending 06/30/2024 and Budget Committee Position #5- term ending 12/31/2023.

Councilor Davis stated she has a conflict of interest as she is the applicant of these committees. Councilor Duron moved and Councilor Barron seconded to approve Consent Agenda Item D. Motion carried 7-1 with Councilor Davis abstaining.

Resolution No. 2247 – Award construction contract for Regional Water System Improvements Phase 1-2023

City Manager Smith and Assistant City Manager Morgan gave information regarding awarding the construction contract for the Regional Water System Improvements Phase 1 to Rotschy, Inc. as outlined in the staff report.

After some discussion, Councilor Davis moved and Councilor Spicerkuhn seconded to adopt Resolution No. 2247 and lay upon the record. Motion carried unanimously.

Resolution No. 2248 – Authorizing execution of an engineering & construction services contract with Anderson Perry & Associates, Inc for the South Hermiston Urban Renewal Area Water & Sewer System Improvements- 2024-

Assistant City Manager Morgan stated this resolution would allow Anderson Perry &



CITY COUNCIL

Regular Meeting Minutes December 12, 2022

Associates, Inc., on behalf of the City, to work on the construction and design engineering of the development of the South Hermiston Urban Renewal Area.

After some discussion, Councilor Duron moved and Councilor Barron seconded to adopt Resolution No. 2248 and lay upon the record. Motion carried unanimously.

November 2022 Financial Report

Councilor Spicerkuhn moved and Councilor Duron seconded to accept the November 2022 Financial Report as presented by Finance Director Mark Krawczyk. Motion carried unanimously.

Committee Reports

Faith-Based Advisory Committee- Councilor Hardin stated the Committee heard updates from the Faith & Blue events and school adoptions by churches, information on Christmas Express, and heard a presentation from Stepping Stones Alliance Sleep Center Coordinator Cindi Jorgensen who gave information regarding the current and future plans and needs of Stepping Stones Alliance and the homeless population they serve.

Council President Primmer thanked all those who have volunteered at Stepping Stones and encouraged the public to volunteer in any capacity they can.

Council President's Report

Council President Primmer spoke regarding:

- Festival of Lights, Peppermint Lane, and Santa Clause at EOTEC
- Christmas Express box build and present wrapping 12/13 at 5:30pm at EOTEC
- Update on Jasmine Strong
- Shop with a Cop events
- Asked that Council members make sure to email Mayor Drotzmann with the committee assignments they would like for the 2023 year

(Judge Creasing exited the meeting at 7:30pm)

Council Reports

Councilors Duron and Barron spoke regarding the Stepping Stones Alliance Ground Breaking Ceremony and the Parade and Tree Lighting Festivities on Festival Street stating there were many activities and lots of people were in attendance for these great events.

Councilor Duron gave caramel popcorn to all Council and staff members in attendance and stated due to school cancellations because of weather, High School students had concerns that they would not be able to contribute as much to Christmas Express this year. As such, they made and sold caramel popcorn to staff and raised over \$300.00 for Christmas Express. Councilor Duron stated this is another example of all the wonderful things our youth are doing.

Council members thanked Councilor's Davis and Spicerkuhn for their time on the Council, their great perspective, open mindedness, good discussions, and wished them well moving forward.



CITY COUNCIL

Regular Meeting Minutes December 12, 2022

Council President Primmer presented Councilor Davis and Spicerkuhn with appreciation gifts and thanked them for their service to the community.

Councilors Davis and Spicerkuhn thanked the community to allowing them to serve, as well as staff and councilors.

Councilor President Primmer also thanked Municipal Court Judge Creasing for his years of service to the community as a leader among Municipal Court Judges in Oregon.

Youth Advisory Report

Youth Advisor Julissa Gonzalez-Mendoza spoke regarding the new youth advisors who will be participating in meetings on a rotational basis, winter break, and the many events going on at the High School.

Council President Primmer thanked the youth for being involved.

City Manager's Report

City Manager Smith stated the League of Oregon Cities (LOC) has hired Patty Mulvihill as the LOC Executive Director and asked that Councilors consider joining an Art Committee for art that will be placed in City Hall.

Councilors Peterson and Myers and Councilor-Elect McCarthy volunteered to be on the Art Committee.

Oath of Office

City Recorder Alarcon-Strong administered the Oath of Office to Ward Councilors Jackie Myers and Roy Barron, as well as Ward Councilor-Elects Jackie Linton and David McCarthy.

Adjournment

Council President Primmer adjourned the City Council meeting at 7:58pm as there was no other City business.

SIGNED:

Doug Primmer, Council President

ATTEST:

Lilly Alarcon-Strong, CMC, City Recorder



HERMISTON POLICE DEPARTMENT

Section 6, Item 1.



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

Sine Metu Sine Gratia

Phone: 541-567-5519
Fax: 541-567-8469
Email: records@hermiston.or.us

Without Fear Without Favor

TO: City Manager Byron Smith
FROM: Chief Jason Edmiston 
DATE: January 4th, 2023
SUBJECT: Liquor License Application – J&T Dinning Enterprise LLC

After review of the liquor license application for “Change of Ownership” for J&T Dinning Enterprise LLC located at 125 N 1st Street, Hermiston, I find nothing of substance after performing a criminal history check consistent with established parameters utilized by the city, to deny the application submitted by Timothy Wilson and Jake Anderson.

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

CC: City Recorder Lilly Alarcon-Strong

LIQUOR LICENSE APPLICATION

Page 1 of 4

Check the appropriate license request option:

- New Outlet | Change of Ownership | Greater Privilege | Lesser Privilege | Additional Privilege

Select the license type you are applying for.

More information about all license types is available [online](#).

Full On-Premises

- Commercial
- Caterer
- Public Passenger Carrier
- Other Public Location
- For Profit Private Club
- Nonprofit Private Club

Winery

- Primary location
- Additional locations: 2nd 3rd 4th 5th

Brewery

- Primary location
- Additional locations: 2nd 3rd

Brewery-Public House

- Primary location
- Additional locations: 2nd 3rd

Grower Sales Privilege

- Primary location
- Additional locations: 2nd 3rd

Distillery

- Primary location
- Additional tasting locations: 2nd 3rd 4th 5th 6th

- Limited On-Premises
- Off Premises
- Warehouse
- Wholesale Malt Beverage and Wine

INTERNAL USE ONLY

Local Governing Body: After providing your recommendation, return this application to the applicant.

LOCAL GOVERNING BODY USE ONLY

City/County name:

City of Hermiston

Optional: Date Stamp

01.04.2023

- Recommend this license be granted
- Recommend this license be denied

Printed Name

Date

LIQUOR LICENSE APPLICATION

Page 2 of 4

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

BUSINESS INFORMATION		
Trade Name of the Business (name customers will see): Nookies, Hermistion Brewing Co		
Premises street address (The physical location of the business and where the liquor license will be posted): 125 First St		
City: Hermistion	Zip Code: 97838	County: Umitlla
Business phone number: 541-289-7417		Business email: wetakepride@aol.com
Business mailing address (where we will send any items by mail as described in OAR 845-004-0065[1]): 2839 w kennewick ave #403		
City: kennewick	State: wa	Zip Code: 99336
Does the business address currently have an OLCC liquor license? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Does the business address currently have an OLCC marijuana license? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

AUTHORIZED REPRESENTATIVE – A liquor applicant or licensee may give a representative authorization to make changes to the license or application on behalf of the licensee or to receive information about a license or application.		
I give permission for the below named representative to:		
<input checked="" type="checkbox"/> Make changes regarding this license/application on my behalf.		
<input checked="" type="checkbox"/> Receive information about the status of this application, including information about pending compliance action or communications between OLCC and the licensee/applicant.		
Representative Name: Timothy Wilson		
Phone number: 509-987-2622		Email: wetakepride@aol.com
Mailing address: 2839 W Kennewick Ave #403		
City: Kennewick	State: wa	Zip Code: 99336

LIQUOR LICENSE APPLICATION

Page 3 of 4

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

Application Contact Name:

Timothy Wilson

Phone number:

509-98792622

Email:

wetakepride@aol.com

TERMS

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

ATTESTATION – OWNERSHIP AND CONTROL OF THE BUSINESS AND PREMISES

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

LIQUOR LICENSE APPLICATION

Page 4 of 4

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

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

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

Timothy Wilson

Print name


Signature


12/23/2022

Date

Atty. Bar Info (if applicable)

Jake Anderson

Print name


Signature

12/23/2022

Date

Atty. Bar Info (if applicable)

Print name

Signature

Date

Atty. Bar Info (if applicable)

Print name

Signature

Date

Atty. Bar Info (if applicable)



OREGON LIQUOR CONTROL COMMISSION BUSINESS INFORMATION

Section 6, Item 1.

Please Print or Type

Applicant Name: J&T Dinning Enterprise LLC Phone: 509-987-2622

Trade Name (dba): Nookies, Hermiston Brewing Co

Business Location Address: 125 N First St

City: Hermiston ZIP Code: 97838

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday	<u>11 am</u>	to	<u>9 pm</u>
Monday	<u>11 am</u>	to	<u>9 pm</u>
Tuesday	<u>11 am</u>	to	<u>9 pm</u>
Wednesday	<u>11 am</u>	to	<u>9 pm</u>
Thursday	<u>11 am</u>	to	<u>9 pm</u>
Friday	<u>11 am</u>	to	<u>9 pm</u>
Saturday	<u>11 am</u>	to	<u>9 pm</u>

Outdoor Area Hours:

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

The outdoor area is used for:

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

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

_____ (Investigator's Initials)

Seasonal Variations: Yes No If yes, explain: outdoor area

ENTERTAINMENT

Check all that apply:

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

DAYS & HOURS OF LIVE OR DJ MUSIC

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

SEATING COUNT

Restaurant: 121 Outdoor: 40

Lounge: _____ Other (explain): _____

Banquet: _____ Total Seating: _____

OLCC USE ONLY

Investigator Verified Seating: _____ (Y) _____ (N)

Investigator Initials: _____

Date: _____

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

Applicant Signature: [Signature] Date: 12/23/2022

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



HERMISTON POLICE DEPARTMENT

Section 6, Item J.




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

Sine Metu Sine Gratia

Phone: 541-567-5519
Fax: 541-567-8469
Email: records@hermiston.or.us

Without Fear Without Favor

TO: City Manager Byron Smith
FROM: Chief Jason Edmiston 
DATE: January 4th, 2023
SUBJECT: Liquor License Application – Gotta Stop Mini Mart

After review of the liquor license application for “Change of Ownership” for Gotta Stop Mini Mart located at 1580 W Highland Avenue, Hermiston, I find nothing of substance after performing a criminal history check consistent with established parameters utilized by the city, to deny the application submitted by Arwinder Samra.

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

CC: City Recorder Lilly Alarcon-Strong

LIQUOR LICENSE APPLICATION

Page 1 of 3

Check the appropriate license request option:

- New Outlet | Change of Ownership | Greater Privilege | Lesser Privilege

Select the license type you are applying for.

More information about all license types is available [online](#).

Full On-Premises

- Commercial
- Caterer
- Public Passenger Carrier
- Other Public Location
- For Profit Private Club
- Nonprofit Private Club

Winery

- Primary location
- Additional locations: 2nd 3rd 4th 5th

Brewery

- Primary location
- Additional locations: 2nd 3rd

Brewery-Public House

- Primary location
- Additional locations: 2nd 3rd

Grower Sales Privilege

- Primary location
- Additional locations: 2nd 3rd

Distillery

- Primary location
- Additional tasting locations: 2nd 3rd 4th 5th 6th

Limited On-Premises

Off Premises

Warehouse

Wholesale Malt Beverage and Wine

INTERNAL USE ONLY

Application received:

10-26-22

Minimum documents acquired:

10-26-22

LOCAL GOVERNING BODY USE ONLY

City/County name:

City of Hermiston

Date application received:

Optional: Date Stamp

01/04/2023

- Recommend this license be granted
- Recommend this license be denied

Printed Name

Date

Return this form to:

Investigator name:

Roslyn Espinosa

Email:

roslyn.espinosa@oregon.gov

Gotta Stop Mini Mart, 1580 W Highland Ave, Hermiston, 97838
1-3-23 RE

LIQUOR LICENSE APPLICATION

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

BUSINESS INFORMATION		
Trade Name of the Business (name customers will see): GOTTA STOP MINI MART		
Business phone number: 253-355-7800	Business email: samrromeo1986@gmail.com	
Premises street address (The physical location of the business and where the liquor license will be posted): 1580 W HIGHLAND AVE		
City: HERMISTON	Zip Code: 97838	County: UMATILLA
Business mailing address (where we will send any items by mail as described in OAR 845-004-0065[1]): 14904 93RD AVE E		
City: PUYALLUP	State: WA	Zip Code: 98375
Does the business address currently have an OLCC liquor license? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Does the business address currently have an OLCC marijuana license? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

APPLICATION CONTACT INFORMATION		
Contact Name: ARWINDER SINGH SAMRA		
Phone number: 253-355-7800	Email: samrromeo1986@gmail.com	
Mailing address: 1580 W HIGHLAND AVE		
City: HERMISTON	Zip Code: 97838	County: UMATILLA

Please note: liquor license applications are public records.


LIQUOR LICENSE APPLICATION

ATTESTATIONS

By signing this form, you attest that each of the following statements are true. I understand the Commission may require a licensee to provide proof of any of the below or below referenced documents at any time.

I understand that marijuana is **prohibited** on the licensed premises. This includes marijuana use, consumption, ingestion, inhalation, samples, give-away, sale, etc. I attest that all answers on all forms and documents, and all information provided to the OLCC as a part of this application are true and complete.

I affirm that I have read OAR 845-005-0311 and all individuals (sole proprietors) or entities with an ownership interest (other than waivable ownership interest per OAR 845-005-0311[6]) are listed as license applicants in #2 above. I understand that failure to list an individual or entity who has an un-waivable ownership interest in the business may result in denial of my license or the OLCC taking action against my license in the event that an undisclosed ownership interest is discovered after license issuance.

ARWINDER SINGH SAMRA		10/26/2022	
_____ Print name	_____ Signature	_____ Date	_____ Atty. Bar Info (if applicable)
_____ Print name	_____ Signature	_____ Date	_____ Atty. Bar Info (if applicable)
_____ Print name	_____ Signature	_____ Date	_____ Atty. Bar Info (if applicable)
_____ Print name	_____ Signature	_____ Date	_____ Atty. Bar Info (if applicable)



OREGON LIQUOR CONTROL COMMISSION BUSINESS INFORMATION

Please Print or Type

Applicant Name: SAMRA INVESTMENTS INC Phone: 253-355-7800

Trade Name (dba): GOTTA STOP MINI MART

Business Location Address: 1580 W HIGHLAND AVE

City: HERMISTON ZIP Code: 97838

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday 7:01 AM to 7:00 AM
 Monday 7:01 AM to 7:00 AM
 Tuesday 7:01 AM to 7:00 AM
 Wednesday 7:01 AM to 7:00 AM
 Thursday 7:01 AM to 7:00 AM
 Friday 7:01 AM to 7:00 AM
 Saturday 7:01 AM to 7:00 AM

Outdoor Area Hours:

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

The outdoor area is used for:

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

The exterior area is adequately viewed and/or supervised by Service Permittees.
 _____ (Investigator's Initials)

Seasonal Variations: Yes No If yes, explain: _____

ENTERTAINMENT

Check all that apply:

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

DAYS & HOURS OF LIVE OR DJ MUSIC

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

SEATING COUNT

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

OLCC USE ONLY

Investigator Verified Seating: ___(Y)___(N)

Investigator Initials: N/A - RE

Date: _____

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

Applicant Signature: Amanda Sanna Date: 10/26/2022



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
For the Meeting of January 9, 2023

Title/Subject

Resolution 2249- Review and Approval of Building Code Updates

Summary and Background

Building Department

In October, the State of Oregon had code changes. In order to keep current with the state code, our building codes will need to be amended to reflect these changes. Adoption of these codes will allow us to maintain a better rating under the ISO review system. Postponing or rejecting adoption would lower our rating with ISO that could impact our insurance rates in Hermiston. The last code update was in 2021.

The new Building Code changes will be effective immediately upon passage.

Tie-In to Council Goals

Fiscal Information

Alternatives and Recommendation

Alternatives

1. Approve Resolution 2249 as recommended.
2. Modify Resolution 2249.
3. Reject Resolution 2249.

Recommended Action/Motion

Approve the Building Code Updates as recommended and adopt Resolution 2249.

Submitted By:

Assistant City Manager Mark Morgan and Building Official Chuck Woolsey

RESOLUTION NO. 2249

A RESOLUTION UPDATING THE BUILDING CODES ADMINISTERED BY THE CITY BUILDING OFFICIAL TO BE CURRENT WITH STATE CODES THAT HAVE BEEN ADOPTED OR AMENDED SINCE THE LAST ADOPTION OF BUILDING CODES BY THE CITY AND SUPERSEDING RESOLUTION NO. 2186

WHEREAS, pursuant to §152.02 of the Hermiston City Code the City Building Department has assumed the duties associated with administration and enforcement of a comprehensive municipal building inspection program consistent with the requirement imposed by the terms of ORS 455.148; and

WHEREAS, the State Building Code (as defined in ORS 455.010) is applicable and uniform throughout Oregon and the City is required, as part of its assumption of duties noted above, to adopt the specialty codes comprising the State Building Code as those codes are adopted for enforcement by the Building Codes Division of the Oregon Department of Consumer and Business Services; and

WHEREAS, the Oregon Building Codes Division has by Administrative Rule adopted new and/or amended codes and standards which are to be applied by the City as part of its duties noted above; and

WHEREAS, pursuant to §152.03 of the Hermiston City Code, the codes, which are to be administered and enforced as part of the building inspection program, are to be adopted by resolution of the Council; are as follows:

Section 1. The City’s Building Department shall administer and enforce the following codes:

- A. The state building code, as defined in ORS 455.010, except as set forth in Section (2) of ORS 446.155.
- B. Manufactured structure installation requirements under ORS 446.155, 446.185(1) and ORS 446.230.
- C. Manufactured dwelling parks and mobile home parks under chapter 446.
- D. Park and camp programs regulated as now defined in ORS 455.680.
- E. Tourist facilities regulated under ORS 466.310 to 466.350.
- F. Manufactured dwelling alterations regulated under ORS 446.155.
- G. Manufactured structure accessory buildings and structures under ORS 446.253.
- H. The 2022 Oregon Mechanical Specialty Code, effective Oct 1, 2022 (OMSC).
- I. The 2021 Oregon Plumbing Specialty Code, effective April 1, 2021 (OPSC).
- J. 2021 Oregon Energy Efficiency Specialty Code (OEESC).
- K. The 2021 Oregon Electrical Specialty Code, effective April 1, 2021 (OESC).
- L. The 2021 Oregon Residential Specialty Code, effective April 1, 2021 (ORSC).
- M. The 2022 Oregon Structural Specialty Code, effective Oct 1, 2022 (OSSC).
- N. The 2010 Oregon Manufactured Dwelling Specialty Code (OSDSC).
- O. The 2005 Oregon Manufactured Dwelling and Park Specialty Code (OMD&P).
- P. The 1997 edition of the Uniform Code for the Abatement of Dangerous Buildings.
- Q. Appendix J, Grading, of the 2022 Oregon Structural Specialty Code.

Section 2. The Building Department shall not administer nor enforce the following:

- (A) Boiler and pressure vessel programs under ORS 480.510 to 480.670.
- (B) Elevator programs under ORS 460.005 to 460.175.
- (C) Amusement ride regulation under ORS 460.310 to 460.370.
- (D) Prefabricated structure regulation under ORS Chapter 455.
- (E) Manufacture of manufactured structures programs under ORS 446.155 to 446.285, including the administration and enforcement of federal manufactured dwelling construction and safety standards adopted under ORS 446.155 or the National Manufactured Housing Construction and Safety Standards Act of 1974.
- (F) Licensing and certification, or the adoption of statewide codes and standards, under ORS chapter 446, 447, 455, 479 or 693.
- (G) Review of plans and specifications as provided in ORS 455.685.

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

1. That the above recitals shall form an integral part of this resolution and shall have the same force and effect as if they were adopted as resolutions.
2. That the above listed building codes are hereby adopted and are to be administered and enforced through the Hermiston Building Department.
3. That this resolution shall supersede Resolution No. 2186.
4. All codes, rules, or standards in effect as of the date of the adoption of this resolution shall remain in effect unless otherwise modified by provisions of this resolution.
5. That this resolution is effective immediately upon its passage.

PASSED BY THE Common Council 9th day of January 2023.

SIGNED BY the Mayor this 9th day of January 2023.

Dr. David Drotzmann, MAYOR

ATTEST:

Lilly Alarcon-Strong, CMC City Recorder



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
For the Meeting of January 9, 2023

Title/Subject

Resolution #2250- Awarding a contract to R & G Excavating for Well #5 Water System Improvements.

Summary and Background

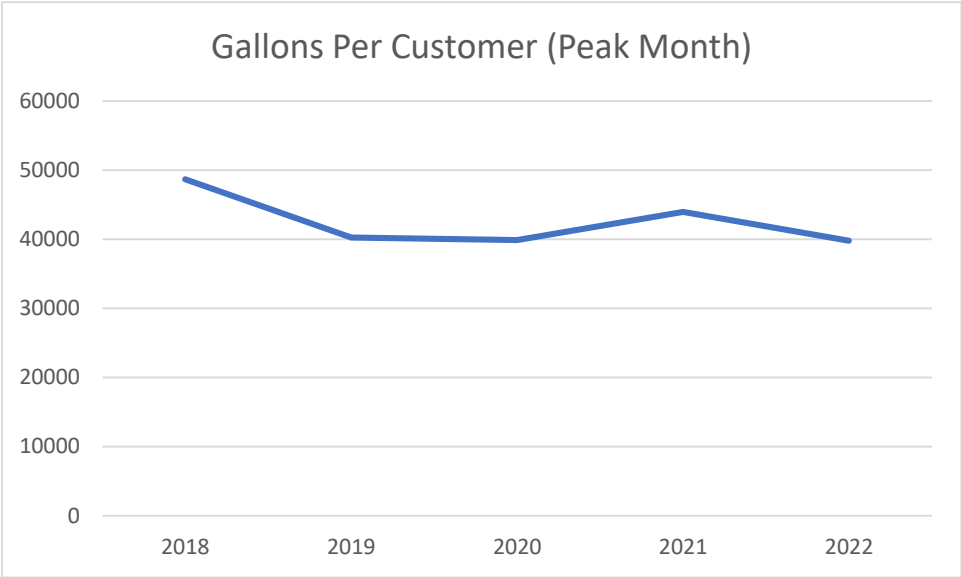
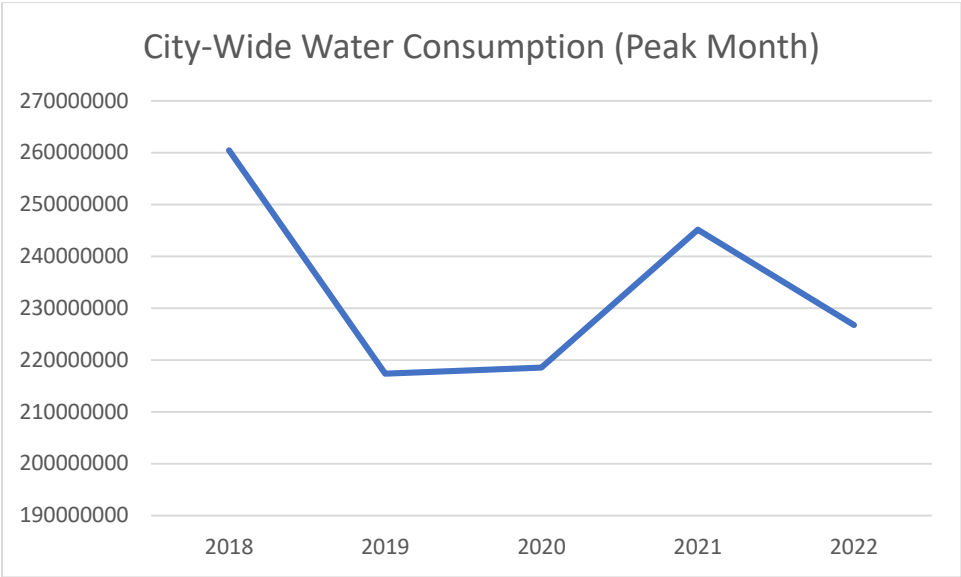
This project will install new booster pump motors, pumps, and electrical controls for Well #5, as well as approximately 1,200 feet of new 16” piping, which will result in an additional 1,000 gallons per-minute (GPM) of water supply, as well as increase operating efficiency of the system by adding a new connection from the well to the distribution system north of Theater Lane.

This project is called out as Water Supply Recommendation 3A in the 2019 Water System Master Plan (WSMP), specifically due to the need to expand system capacity. Well #5 currently can only pump 4,000GPM, but has a water right of 5,000GPM. This project will make it possible to pump the full water right, and increase the City’s water supply capacity by approximately 11%.

Water Supply Recommendation 1A in the WSMP was to encourage water conservation. Council will remember that in 2018 it was decided to switch the water rate calculation from a “declining block schedule,” to an “inclining block schedule,” which encourages users to be more judicious with their water usage. That change took effect in March, 2019. It is clear now, with four summers-worth of water usage data under the new pricing structure, that customers have clearly reduced their consumption, and it continues to hold; with peak monthly city-wide water consumption in 2022 being down approximately 13% from the 2018 peak.

Although a 13% reduction in water consumption is impressive, it is even more impressive when we consider the fact that the city has added approximately 350 additional accounts over that time. A simultaneous increase of approximately 7% more customers. Therefore, the actual amount of water consumed per-customer account from 2018 to 2022 is down 22%.

All this to say that the water supply system is well positioned to continue handling community growth for the foreseeable future by implementing the most cost-effective recommendations of the Water System Master Plan first. The next step to begin considering in the next 5 to 10 years, depending on community growth velocity, will be to implement other recommendations of the WSMP, which will require acquisition and/or development of additional water rights.



Tie-In to Council Goals

#17- Implement Water Supply Components of Master Plan

Fiscal Information

The following bids were received on December 29:

- Saunders Company: \$996,380.00
- Tapani, Inc.: \$953,953.00
- Beam Excavating: \$841,489.40
- Culbert Construction: \$777,282.60
- R&G Excavating: \$756,880.00
- Engineer's Estimate: \$550,000.00

The lowest responsible bidder is R & G Excavating. Although the price exceeded the Engineer's estimate by quite a bit, the fact that five responsive bids were received indicates that this is the true cost of the project, and it is therefore highly unlikely that immediately re-bidding the project will result in any substantively lower bids. Additionally, due to the current inflationary environment, even though construction inflation has cooled over the past 6 months, it is still running at 5%. Therefore, holding the project for a year and rebidding then is likely to end-up as a "wash," as there's potential for months of continued inflation along with potential for deflation.

This project is included in the January 9, 2023 Supplemental Budget Request at \$550,000, and it is not recommended to adjust that at this time. This project will run through the Fall of '23. Therefore, this budget amount will cover the projects' needs through the end of FY '23, and allow staff to budget for the remainder in the FY '24 budget formulation process.

Alternatives and Recommendation

Alternatives

1. Approve Resolution #2250
2. Reject Resolution #2250
3. Table Resolution #2250

Recommended Action/Motion

Motion to approve Resolution #2250.

Submitted By:

Mark Morgan

RESOLUTION NO. 2250

A RESOLUTION AWARDING A CONTRACT FOR WELL NO. 5 WATER SYSTEM IMPROVEMENTS AND AUTHORIZING THE CITY MANAGER TO SIGN THE CONTRACT ON BEHALF OF THE CITY

WHEREAS, the City of Hermiston (“City”) desires to improve the Well #5 Water System by installing new booster pump motors, pumps, and electrical controls; and

WHEREAS, these improvements fall within recommendations of the City’s Water System Master Plan; and

WHEREAS, notice was published, and bids were received with R&G Excavating, Inc, being the lowest responsible bidder at \$756,880.00; and

WHEREAS, the City has funds available for this project.

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

1. That the contract for Well No. 5 Water System Improvements is awarded to R&G Excavating, Inc.
2. That City Manager be, and is, hereby authorized to execute and deliver a contract for Well No. 5 Water System Improvements to R&G Excavating, Inc, with such changes, additions, deletions, and modifications as the City Manager may approve.
3. That the City Manager is authorized to execute the contract in the amount of \$756,880.00.
4. That this resolution is effective immediately upon its passage.

PASSED by the Common Council this 9th day of January, 2023.

SIGNED by the Mayor this 9th day of January, 2023.

Dr. David Drotzmann, MAYOR

ATTEST:

Lilly Alarcon-Strong, CMC, CITY RECORDER



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
For the Meeting of January 9, 2023

Title/Subject

Resolution No. 2251 to Supplement FY2023 Budget

Summary and Background

Resolution No. 2251 authorizes appropriations and expenditures in four funds as follows:

General Fund	\$264,450
Reserve Fund	\$6,499,400
EOTEC Fund	\$328,523
IT Fund	\$135,200

Resolution No.2251 additionally authorizes inter-fund transfers in four funds.

Exhibit A (attached) provides additional detail regarding these requests.

Tie-In to Council Goals

Fiscal Prudence

Fiscal Information

03 – GENERAL FUND

Authorize an increase in budgeted Property Tax revenue of \$144,450; Authorize an increase Personnel Services expense in all General Fund depts for unbudgeted increase in Long-Term Disability insurance coverage and the new Paid Leave Program implemented by the state of Oregon effective January 1, 2023; Authorize an increase Personnel Services expenses in City Manager Legal, City Planning and Police Operations due to unbudgeted salary/benefits increases; Authorize an increase in Transfers From of \$120,000 for the transfer of the application fee revenue from the Enterprise Zone fund; Increase Transfers From \$120,000; Increase Misc. Contractual \$120,000; Increase Property Taxes Revenue \$144,450.

04 – STREETS FUND

Authorize an increase in Personnel Services expense by \$3,722 for unbudgeted increase in Long-Term Disability insurance coverage and the new Paid Leave Program implemented by the state of Oregon effective January 1, 2023; Increase Personnel Services Expense \$3,722; Decrease Contingency \$3,722.

06 – UTILITY FUND

Authorize an increase in Personnel Services expense for Recycled Water Plant by \$7,500 and for Water by \$5,200 for unbudgeted increase in Long-Term Disability insurance coverage and the new Paid Leave Program implemented by the state of Oregon effective January 1, 2023. Authorize an increase in RES-CIP Water Projects \$388,140 for unbudgeted transfer for capital projects; Increase Recycled Water Plant Personnel Services Expense \$7,500; Increase Water Personnel Services Expense \$5,200; Increase RES-CIP Water Projects \$388,140; Decrease Recycled Water Plant Contingency \$7,500. Decrease Water Contingency \$393,340.

08 – RESERVE FUND

Authorize acceptance of an award of \$550,000 from the Bi-Partisan Infrastructure Law (BIL) this spring for the construction of a new hangar at the Hermiston Airport; Authorize the expenditure of \$3,949,400 for the construction of a water line for Amazon Web Services (AWS) on a direct reimbursement basis for the total cost of \$3,949,400; Authorize expenditure of \$520,000 Well #5 Improvements; Authorize an increase in expenditures of \$60,000 for Well #6 backup generator; Authorize \$450,000 for Well #6 Chlorination; Authorize \$390,000 for Well #4 Control System; Authorize an increase of \$388,140 in Transfer from the Utility Fund – Water; Authorize an increase in Cash Forward of \$1,611,860; Authorize an increase of \$1,000,000 for Future Expansion of North 1st Place water line: Authorize the re-allocation of \$420,000 from CIP projects completed in FY2021; Increase AWS Reimbursement – Regional \$3,949,400; Increase Cash Forward \$1,611,860; Increase Transfers from Utility Fund \$388,140; Increase Federal Grants Direct \$550,000; Increase Repair & Replacement – Regional \$3,949,400; Increase Future Expansion of North 1st Place water line \$1,000,000; Increase Well #5 Improvements \$520,000; Increase Well #6 Backup Generator \$60,000; Increase Well #6 Chlorination \$450,000; Increase Well #4 Control System \$390,000; Increase BIL Funding Hangar \$550,000; Re-Allocate \$420,000 from CIP projects completed in FY2022.

13 – HES FUND

Authorize an increase in Personnel Services expense for HES by \$1,400 for unbudgeted increases in Long-Term Disability insurance coverage and the new Paid Leave Program implemented by the state of Oregon effective January 1, 2023; Increase Personnel Services Expense \$1,400; Decrease Contingency \$1,400.

15 – REGIONAL WATER

Authorize an increase in Personnel Services expense for Regional Water Fund by \$1,500 for unbudgeted increase in Long-Term Disability insurance coverage and the new Paid Leave Program implemented by the state of Oregon effective January 1, 2023; Increase Personnel Services Expense \$1,500; Decrease Contingency \$1,500.

23 – ENTERPRISE ZONE PROJECT FUND

Authorize an increase in Transfers Out to General Fund of \$120,000 for the transfer of the application fee revenue from the Enterprise Zone fund; Increase Transfers Out \$120,000; Decrease Contingency \$120,000.

25 – EOTEC FUND

Authorize an increase in Personnel Services of \$233,248; Authorize an increase in Materials & Services of \$95,275; Authorize an increase of \$109,000 in Service Charges; Authorize an increase of \$219,523 in Cash Forward; Increase Service Charges \$109,000; Increase Cash Forward \$219,523; Increase Personnel Services \$233,248; Increase Materials & Services \$95,275.

26 – IT FUND

Authorize an increase in Personnel Services of \$233,248; Authorize an increase in Materials & Services of \$95,275; Authorize an increase of \$1135,200 in Service Charges; Authorize an increase of \$219,523 in Cash Forward; Increase Service Charges \$135,200; Increase Cash Forward \$219,523; Increase Personnel Services \$233,248; Increase Materials & Services \$95,275.

Alternatives and Recommendation

Alternatives

1. Do not supplement the FY2023 Budget
2. Supplement the FY2023 Budget in the amount of \$7,227,573 as presented.
3. Supplement the FY2023 Budget by a different amount.

Recommended Action/Motion

Staff recommends Resolution No. 2251 be approved/adopted as presented.

Request a motion to adopt Resolution No. 2251.

Submitted By:

Mark Krawczyk

RESOLUTION NO. 2251

Section 9, Item C.

WHEREAS, ORS 294.471 permits the governing body of a municipal corporation to adopt a supplemental budget for the fiscal year for which the regular budget has been prepared if an occurrence or condition that was not known at the time the budget was prepared requires a change in financial planning or creates a pressing necessity for prompt action; and

WHEREAS, the conditions requiring a change in financial planning are listed in Exhibit A attached to and made a part of this resolution.

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

1. That due to the conditions listed in Exhibit A that were not known at the time the budget was prepared, the total budget for the City of Hermiston for the fiscal period beginning July 1, 2022 is hereby supplemented in the amount of **\$7,227,573**. The amounts for the purposes shown below are hereby appropriated:

Supplementing the Budget

<u>GENERAL FUND</u>	
Requirements:	
City Council	100
Manager/Legal	21,150
City Planning	9,000
Finance	4,100
Court	2,400
Building Inspection	3,100
Parks	3,100
Landscaping	200
Pool	1,700
Municipal Building	800
Library	4,100
Recreation	2,900
Community Center	700
Harkenrider Center	200
Police Operations	90,900
Non-Departmental	120,000
Total Requirements:	264,450
 <u>STREET FUND</u>	
Requirements:	
Personnel Services	3,722
Contingency	(3,722)
Total Requirements:	-
 <u>UTILITY FUND</u>	
Requirements:	
Recycled Water Department	7,500
Water Department	5,200
Transfer to Reserve Fund	388,140
Contingency	(400,840)
Total Requirements:	-
 <u>RESERVE FUND</u>	
Requirements:	
Capital Outlay	6,499,400
Total Requirements:	6,499,400
 <u>HERMISTON ENERGY SERVICES FUND</u>	
Requirements:	
Personnel Services	1,400
Contingency	(1,400)
Total Requirements:	-
 <u>REGIONAL WATER FUND</u>	
Requirements:	
Personnel Services	1,500
Contingency	(1,500)
Total Requirements:	-
 <u>ENTERPRISE ZONE PROJECT FUND</u>	
Requirements:	
Transfer to General Fund	120,000
Contingency	(120,000)
Total Requirements:	-
 <u>EOTEC OPERATIONS FUND</u>	
Requirements:	
Personnel Services	233,248
Materials & Services	95,275
Total Requirements:	328,523
 <u>IT FUND</u>	
Requirements:	
Personnel Services	141,212
Materials & Services	(6,012)
Total Requirements:	135,200
Total Appropriations	7,227,573

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

PASSED by the Common Council this 9th day of January, 2023.
SIGNED by the Mayor this 9th day of January, 2023.

Dr. David Drotzmann, MAYOR

ATTEST:

Lilly Alarcon-Strong, CMC, CITY RECORDER

Fund No.	Description	2022-23 Adopted Budget	Budget Supp #1 Res #	Budget Supp #2 Res	Amended Budget
2	Bonded Debt Fund	634,018	-	-	634,018
3	General Fund	16,705,588	-	264,450	16,970,038
4	Street Fund	1,843,007	-	-	1,843,007
5	Transient Room Tax Fund	998,800	-	-	998,800
6	Utility Fund	11,806,391	-	-	11,806,391
7	Recreation Fund	-	-	-	-
8	Reserve Fund	15,468,683	-	6,499,400	21,968,083
10	Muni Court Fund	-	-	-	-
11	Misc Spec Rev Fund	141,000	-	-	141,000
12	Conference Ctr Fund	-	-	-	-
13	Energy Services Fund	12,495,134	-	-	12,495,134
15	Regional Water Fund	1,874,653	-	-	1,874,653
19	Christmas Express	35,000	-	-	35,000
20	Law Enforcement Fund	84,014	-	-	84,014
21	Library Fund	33,000	-	-	33,000
22	Revenue Bonded Debt	-	-	-	-
23	Enterprise Zone Project Fund	1,648,699	-	-	1,648,699
25	EOTEC Operations	627,793	-	328,523	956,316
26	IT Fund	-	670,800	135,200	806,000
32	Sr Center Const Fund	-	-	-	-
33	2016 FF&C- ELECTRIC	-	-	-	-
34	2017 FF&C - Sewer & Water	-	-	-	-
35	2017 FF&C - HURA	-	-	-	-
37	CITY HALL CONSTRUCTION FUND	877,836	-	-	877,836
38	LID Fund	-	-	-	-
Total		65,273,616	670,800	7,227,573	73,171,989

	2022-23 Adopted Budget	Budget Supp #1 Res #	Budget Supp #2 Res	2022-23 Amended Budget
03 GENERAL FUND				
Taxes & Assessments	6,786,900	-	144,450	6,931,350
Licenses & Franchises	1,434,800	-	-	1,434,800
Fines & Penalties	400,000	-	-	400,000
Interest	15,000	-	-	15,000
From Other Agencies	3,012,500	-	-	3,012,500
Service Charges	1,904,000	-	-	1,904,000
Other	105,000	-	-	105,000
Transfers In	1,945,689	-	120,000	2,065,689
Cash Forward	1,101,699	-	-	1,101,699
Total Resources	16,705,588	-	264,450	16,970,038
City Council	67,027	-	100	67,127
Manager/Legal	1,010,363	-	21,150	1,031,513
City Planning	431,372	-	9,000	440,372
Finance	654,929	-	4,100	659,029
Court	833,378	-	2,400	835,778
Transportation	297,000	-	-	297,000
Airport	339,000	-	-	339,000
Building Inspection	600,157	-	3,100	603,257
Parks	731,981	-	3,100	735,081
Landscaping	66,861	-	200	67,061
Pool	585,615	-	1,700	587,315
Municipal Building	145,173	-	800	145,973
Library	1,024,415	-	4,100	1,028,515
Recreation	874,159	-	2,900	877,059
Community Center	256,122	-	700	256,822
Harkenrider Center	64,064	-	200	64,264
Public Safety Building	62,000	-	-	62,000
Police Operations	6,169,885	-	90,900	6,260,785
Transfers Out:				
Bonded Debt Fund	208,819	-	-	208,819
Reserve Fund	450,000	-	-	450,000
LID Fund	-	-	-	-
Sr. Center Const Fund	-	-	-	-
IT fund	-	157,000	-	157,000
Capital Outlay	-	-	-	-
Non-Departmental	1,322,174	(157,000)	120,000	1,285,174
Debt Service	457,825	-	-	457,825
Contingency	53,269	-	-	53,269
Unappropriated Ending Fund Bal	-	-	-	-
Reserve for Future Expenditure	-	-	-	-
Total Requirements	16,705,588	-	264,450	16,970,038

	2022-23 Adopted Budget	Budget Supp #1 Res	Budget Supp #2 Res	2022-23 Amended Budget
04 STREET FUND				
From Other Agencies	1,805,168	-		1,805,168
Transfers In	-	-		-
Cash Forward	37,839	-		37,839
Total Resources	1,843,007	-	-	1,843,007
Personnel Services	643,037	-	3,722	646,759
Materials & Services	885,150	(4,000)		881,150
Capital Outlay	20,000	-		20,000
Transfers Out:				
General Fund	164,619	-		164,619
Reserve Fund	100,201	-		100,201
IT Fund	-	4,000		4,000
Contingency	30,000	-	(3,722)	26,278
Reserve for Future Expenditure	-	-		-
Total Requirements	1,843,007	-	-	1,843,007

	2022-23 Adopted Budget	Budget Supp #1 Res	Budget Supp #2 Res	2022-23 Amended Budget
06 UTILITY FUND				
Taxes & Assessments	-	-		-
Interest	-	-		-
Service Charges	10,398,000	-		10,398,000
Transfers In	377,500	-		377,500
Cash Forward	1,030,891	-		1,030,891
Total Resources	11,806,391	-	-	11,806,391
Sewer	2,546,281	(29,000)	7,500	2,524,781
Water	2,266,372	(15,000)	5,200	2,256,572
Capital outlay	-	-		-
Transfers Out:				
Bonded Debt Fund	-	-		-
General Fund	585,585	-		585,585
Reserve Fund	2,142,000	-	388,140	2,530,140
IT Fund	-	44,000		44,000
Debt Service	2,109,850			2,109,850
Contingency	2,156,303		(400,840)	1,755,463
Total Requirements	11,806,391	-	-	11,806,391

	2022-23 Adopted Budget	Budget Supp #1 Res #	Budget Supp #2 Res	2022-23 Amended Budget
08 RESERVE FUND				
Interest Earnings	-	-	-	-
From Other Agencies	6,953,900	-	550,000	7,503,900
Service Charges	145,000	-	-	145,000
Miscellaneous Revenue	1	-	-	1
Non Revenue	562,500	-	3,949,400	4,511,900
Transfers In	3,134,651	-	388,140	3,522,791
Cash Forward	4,672,631	-	1,611,860	6,284,491
Total Resources	15,468,683	-	6,499,400	21,968,083
Materials & Services	575,000	-	-	575,000
Capital Outlay	12,271,239	-	6,499,400	18,770,639
Transfers Out:				
Street Fund	-	-	-	-
HES Fund	-	-	-	-
Gen Fund	-	-	-	-
Debt Service	-	-	-	-
Contingency	1,528,050	-	-	1,528,050
Reserve for Future Expenditures	1,094,394	-	-	1,094,394
Total Requirements	15,468,683	-	6,499,400	21,968,083

	2022-23 Adopted Budget	Budget Supp #1 Res	Budget Supp #2 Res	2022-23 Amended Budget
13 HES FUND				
Interest	10,000	-	-	10,000
Service Charges	9,800,000	-	-	9,800,000
Transfers In	-	-	-	-
Cash Forward	2,685,134	-	-	2,685,134
Total Resources	12,495,134	-	-	12,495,134
Personnel Services	200,807	-	1,400	202,207
Materials & Services	7,707,683	(5,000)	-	7,702,683
Capital Outlay	800,000	-	-	800,000
Transfers Out:				
General Fund	165,690	-	-	165,690
Reserve Fund	-	-	-	-
Bonded Debt Fund	-	-	-	-
IT Fund	-	5,000	-	5,000
Debt Service	1,071,250	-	-	1,071,250
Contingency	2,549,704	-	(1,400)	2,548,304
Reserve for Future Expenditures	-	-	-	-
Total Requirements	12,495,134	-	-	12,495,134

	2022-23 Adopted Budget	Budget Supp #1 Res	Budget Supp #2 Res	2022-23 Amended Budget
15 REGIONAL WATER FUND				
Interest on Investments	1,000	-	-	1,000
Non-Revenue Receipts	250,000	-	-	250,000
Service Charges	1,100,000	-	-	1,100,000
Transfer In	-	-	-	-
Cash Forward	523,653	-	-	523,653
Total Resources	1,874,653	-	-	1,874,653
Personnel Services	270,211	-	1,500	271,711
Materials & Services	676,600	-	-	676,600
Capital Outlay	-	-	-	-
Transfers Out:				
General Fund	59,220	-	-	59,220
Reserve Fund	200,000	-	-	200,000
Contingency	668,622	-	(1,500)	667,122
Reserve for Future Expenditure	-	-	-	-
Total Requirements	1,874,653	-	-	1,874,653

	2022-23 Adopted Budget	Budget Supp #1 Res	Budget Supp #2 Res	2022-23 Amended Budget
23 ENTERPRISE ZONE PROJECT FUND				
Transfer In	-	-	-	-
From Other Agencies	1,000,000	-	-	1,000,000
Cash Forward	648,699	-	-	648,699
Total Resources	1,648,699	-	-	1,648,699
Transfers Out				
Utility Fund	377,500	-	-	377,500
Reserve Fund	50,000	-	-	50,000
Gen Fund	457,825	-	120,000	577,825
Contingency	763,374	-	(120,000)	643,374
Total Requirements	1,648,699	-	-	1,648,699

	2022-23 Adopted Budget	Budget Supp #1 Res	Budget Supp #2 Res	2022-23 Amended Budget
25 EOTEC OPERATIONS				
From other Agencies	75,000	-		75,000
Service Charges	352,985	-	109,000	461,985
Other Misc. Revenue	25,000	-		25,000
Transfers In	105,000	-		105,000
Cash Forward	69,808	-	219,523	289,331
Total Resources	627,793	-	328,523	956,316
Personnel Services	250,000	-	233,248	483,248
Materials & Services	377,793	-	95,275	473,068
Debt Service	-	-		-
Reserve for Future Expenditures	-	-		-
Total Requirements	627,793	-	328,523	956,316

	2022-23 Adopted Budget	Budget Supp #1 Res	Budget Supp #2 Res	2022-23 Amended Budget
26 IT FUND				
From other Agencies	-	-		-
Service Charges	-	460,800	135,200	596,000
Other Misc. Revenue	-	-		-
Transfers In	-	210,000		210,000
Cash Forward	-	-		-
Total Resources	-	670,800	135,200	806,000
Personnel Services	-	579,114	141,212	720,326
Materials & Services	-	82,686	(6,012)	76,674
Capital Outlay	-	9,000		9,000
Debt Service	-	-		-
Reserve for Future Expenditures	-	-		-
Total Requirements	-	670,800	135,200	806,000

Total Budget	65,273,616	670,800	7,227,573	73,171,989
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Total Appropriations	65,273,616	670,800	7,227,573	73,171,989
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Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
For the Meeting of January 9, 2023

Title/Subject

Resolution 2252- Review and Approval of Master Fee Schedule Updates

Summary and Background

Building Department

Building Department fees were last updated in 2021 and the amended fee schedule is requested to keep the fees up to date.

The new rates will go into effect on March 1st, 2023.

Water and Sewer Rate Adjustment

City Council, beginning in 2022, changed its automatic rate adjustment method to use an average of the past three years of the Engineering News-Record’s Construction Cost Index. The purpose being to smooth out short-term spikes in inflation. This year, the three-year average is 5.02%.

This year’s adjustment will result in an average monthly increase for both water and sewer combined for the median residential customer of \$5.37. Due to higher summertime water consumption, the median customer will see their peak monthly usage (August) result in a bill for that month of \$7.91 higher, while their lowest monthly usage (January) will increase by \$4.26.

The new utility rates will be effective March 1st, 2023.

Tie-In to Council Goals

Fiscal Prudence

Fiscal Information

The proposed fees are included in the updated Master Fee Schedule Attachment.

Alternatives and Recommendation

Alternatives

- 1. Approve Resolution 2252 as recommended.
- 2. Modify Resolution 2252.
- 3. Reject Resolution 2252.

Recommended Action/Motion

Approve the fee adjustments in the Master Fee Schedule as recommended and adopt Resolution 2252.

Submitted By:

Assistant City Manager Mark Morgan and Building Official Chuck Woolsey

RESOLUTION NO. 2252

A RESOLUTION UPDATING AND AMENDING THE MASTER FEE SCHEDULE TO INCLUDE UPDATED BUILDING DEPARTMENT FEES AND WATER AND SEWER UTILITY FEES AND SUPERSEDING RESOLUTION NO. 2231

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

Building Department Fees

WHEREAS, pursuant to §152.02 of the Hermiston City Code, the City Building Department has assumed the duties associated with administration and enforcement of a comprehensive municipal building inspection program consistent with the requirement imposed by the terms of ORS 455.148; and

WHEREAS, the Building Department has established fees for the services provided and the fee schedule for the Building Department was last amended in 2021; and

WHEREAS, the City Council finds it necessary to adjust and set the schedule of fees and charges for the Hermiston Building Department.

Water and Sewer Utility Fees

WHEREAS, the City Council finds it necessary to adjust the schedule of fees and charges for water and sewer utilities to establish sustainable fees necessary to keep the system in a state of good repair; and

WHEREAS, the City Council adjusts the water and sewer utility fees yearly using a rate adjustment method that takes the average of the past three years of the Engineering News-Record's Construction Cost Index; and

WHEREAS, this year, the three-year average of the Engineering News-Record's Construction Cost Index is 5.02%; and

WHEREAS, the City Council finds it necessary to adjust and set the schedule of fees and charges for water and sewer utilities; and

WHEREAS, the updated Master Fee Schedule is attached hereto.

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

1. That the above recitals shall form an integral part of this resolution and shall have the same force and effect as if they were adopted as resolutions.
2. That the attached updated Master Fee Schedule including the amended schedule of fees and charges for the Hermiston Building Department and water and sewer utilities is approved and adopted.
3. That this resolution shall supersede Resolution No. 2231.
4. 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.
5. The updated fees will be effective March 1, 2023.
6. That this resolution is effective immediately upon its passage.

PASSED BY THE Common Council 9th day of January 2023.
SIGNED BY the Mayor this 9th day of January 2023.

Dr. David Drotzmann, MAYOR

ATTEST:

Lilly Alarcon-Strong, CMC City Recorder



Where Life is Sweet

Master Fee Schedule

Fees Subject to Change



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

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Administration & General Fees

Notary Acts	
1. Certifying a copy of a document	\$2.00 per page
2. For: taking an acknowledgment, a verification upon an oath or affirmation, and witnessing or attesting a signature.	\$2.00/notarized signature
3. For administering an oath or affirmation or taking a deposition (without a signature). And for all other notarial acts not specified in this section.	\$1.00 per act
Notary Acts are available at:	
<ul style="list-style-type: none"> Hermiston Police Department, Bob Shannon Safety Center, 330 S. 1st Street Building Department, 215 E Gladys Ave City Hall, 235 E Gladys Ave 	
Fines & Penalties	
1. Returned check	\$25.00
2. Collection Agency Processing Fee	\$10.00 per item
Miscellaneous Services	
1. Other Misc. Items and Services	As Established
Prints & Public Records	
Documents & Photocopies up to 11x17 (Does not include other fees)	
1. Black & White	Single: \$0.25 per page Double-Sided: \$0.50 per page
2. Color	Single: \$1.00 per page Double-Sided: \$2.00 per page
Maps, Nonstandard Documents, etc. Larger than 11x17 (Does not include other fees)	
1. Black & White	Actual Cost
2. Color	Actual Cost
Media (Does not include other fees)	
1. DVD, CD or USB	Actual Cost
2. Audio & Video Recording, in addition to other fees ("Lengthy Requests" fee waived for the first hour of processing.)	\$35.00 per hour- Minimum Charge
Processing Fees (Does not include other fees)	
1. Lengthy Requests (request over 15 mins to complete)	\$35.00 per hour
2. Fee's charged at 15 min increments. Requests less than 15 mins to process may be waived, excluding serial requests.	
3. Attorney Fees	Actual Cost
Please Note: Requestors must pre-pay the estimated cost of request. If the actual charges are less than the pre-payment, then the over- payment shall be refunded.	

Airport

Commercial Activity Fee- Any business operating at the Airport	
1. Aerial Sprayers	\$1,000.00 per year
2. Non-Aerial Sprayers	\$250.00 per year
T-Hangar Rental	
1. Open Hangars	\$100.00 per month
2. Enclosed T-Hangar #2	\$180.00 per month
3. Enclosed T-Hangar #3	\$205.00 per month
Miscellaneous Services	
1. Air Freight Activity	\$284.00 per month
2. Transient Aircraft Parking	\$5.00 per night, after the first two nights.
3. Tie Downs	As established by agreement
Land & Building Leases- All terms and fees as established by agreement.	
<p>Hermiston Municipal Airport is operated by contract, to: Gorge Aviation 1600 E Airport Way, Hermiston, OR 97838 541-567-3694 https://www.gorgeaviationservices.com/</p>	

Animals

Dog Licenses (One-time fee per dog.)

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

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

Dog Impoundment & Boarding

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

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

**All animal services, as specified in this section, are contracted to:
Pet Rescue Humane Society of Eastern Oregon**

1844 NW Geer Rd, Hermiston, OR 97838
(541) 564-6222

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

Aquatic Center

Educational Classes		
1. Swimming, Diving, Snorkeling, Lifeguard, etc	As established per program	
Public Swim Hours		
Individual Daily Pass		
1. Infants (0-1yr)	Free	
2. Child (2-9yrs)	\$5.00	
3. Youth (10-17yrs)	\$6.00	
4. Adult (18+)	\$7.00	
5. Seniors (55+)	\$6.00	
Individual Splash Pass- All Season (entrance for all public swim hours)		
1. Child & Youth (2-17yr)	\$75.00	
2. Adult (18+)	\$85.00	
3. Senior (55+)	\$75.00	
Family Splash Pass- All Season: All members must reside in same household (entrance for all public swim hours)		
1. 2 Adults & up-to 4 kids	\$185.00	
2. 2 Adults & up-to 6 kids	\$225.00	
3. 2 Adults & up-to 8 kids	\$265.00	
Aquatic Fitness Classes		
Individual Daily Pass		
1. Adult (18+)	\$7.00	
2. Seniors (55+)	\$6.00	
Individual Splash Pass-Fit: All Season (entrance for all aquatic fitness classes)		
1. Adult (18+)	\$75.00	
2. Senior (55+)	\$65.00	
Family Splash Pass-Fit: All Season- All members must reside in same household (entrance for all aquatic fitness classes)		
1. Add on to Family Splash Pass	\$50.00 per adult	
Aquatic Facility Rentals		
Full Facility Rental: Exclusive use of all pools & picnic shelter.	Resident	Non-Resident
Friday- Sunday 7:15pm-9:15pm or 9:30pm to 11:30pm Additional hours may be available	\$950.00	\$1,150.00
Semi-Private Rental: Shared use of all pools with other designated area. Maybe shared with two other parties.	Resident	Non-Resident
Friday- Sunday 9:30pm to 11:30pm Additional hours may be available	\$150.00	\$190.00

AQUATIC CENTER

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

Additional Amenities

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

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

Building Department

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

A. Building Permits

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

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

Table A-1: Building Permit Fee

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

Total Valuation	Building Permit Fee
1. \$.00 to \$500.00	\$63.00 minimum
2. \$500.01 to \$2,000.00	\$63.00 for the first \$500.00 plus \$1.95 for each additional \$100, or fraction thereof, to and including \$2,000.00
3. \$2000.01 to \$25,000.00	\$92.25 for the first \$2,000.00 plus \$7.80 for each additional \$1,000, or fraction thereof, to and including \$25,000.00
4. \$25,000.01 to \$50,000.00	\$271.65 for the first \$25,000.00 plus \$5.85 for each additional \$1,000, or fraction thereof, to and including \$50,000.00
5. \$50,000.01 to \$100,000.00	\$417.90 for the first \$50,000.00 plus \$3.90 for each additional \$1,000, or fraction thereof, to and including \$100,000.00
6. \$100,000.01 and up	\$612.90 for the first \$100,000.00 plus \$3.25 for each additional \$1,000, or fraction thereof.

Table A-2: Building Permits - Related Fees

Description	Permit Fee
1. Building Plan Review Fee	65% of the building permit fee based on Table A-I
2. Additional Building Plan Review required due to revisions to the construction documents	\$80.00 per hour
3. Fire Life Safety Review on State Allowed Plans	40% of the building permit fee based on Table A-I
4. Third Party Plan Review	\$80.00 per hour
5. Master Plan Review - <ul style="list-style-type: none"> a. Setup fee b. Initial Plan Review c. Second & Subsequent Reviews 	a. \$ 100.00 b. 65% of the building permit fee based on Table A-I c. 50% of the initial plan review fee
6. Deferred Submittals - Plan Review Fee (All building types)	See Customized Permit Services: Table G-2, Deferred Plan Submittal
7. Consultation Fee (code review, potential project review)	\$95.00 per hour (Minimum ½ charge)
8. Temporary Certificate of Occupancy Request- Commercial	\$100.00 Initial request \$75.00 Extension request

BUILDING DEPARTMENT

9. Investigation Fee	\$120.00 per hour (one hour minimum)
10. Reinspection, extra inspections, special inspections	\$80.00 \$75.00 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 counsel inspections)	\$80.00 \$75.00 per hour
13. Demolition of Structure	\$63.00
14. Solar Photovoltaic Systems installed using the prescriptive path described in section 305.4 of the Oregon Solar Installation Specialty Code (OSISC).	\$150.00 (includes application fee and one inspection) (Does include the plan review fees)
15. Non-prescriptive Solar Photovoltaic Systems	See Building Permit Fee Table A- I
16. Structural minimum fee	\$63.00
17. Technology Fee- Revenues are used to help support technology improvements to support e-permitting and other electronic processes	2% of permit fee
18. Re-roof Permit a. Residential (required when replacing sheathing or other) b. Commercial i. Simple Replacement ii. Complex Replacement	a. Fee based on valuation i. \$250.00 ii. Fee based on valuation
19. Wall Sign Fee (includes plan review)	\$40.00 flat fee
20. Pole sign, canopy signs, and/or any other large sign structure	Permit fee based on valuation plan review- 65% of permit fee

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 \$60.00 each permit, no surcharge fee
3. Expired permit less than 6 months past expiration date	\$65.00 \$60.00 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 \$185.00
2. (includes plan review)	

3. Manufactured Dwelling & Cabana installation administrative fee	\$30.00 As required by the State
4. State Surcharge	As required by the State

C. Camp and Park Permits

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

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

**Building- Manufactured Parks
Formula for Manufactured Dwelling Park Permit and Plan Review Fee**

1. Square feet of area being developed ÷ 43,560 (43,560 = 1 acre)
2. Number of spaces ÷ number of acres = Spaces per Acre to use in Table 2-MD
3. Valuation in Table 2 x Number of Spaces = Valuation to apply to Table A-1
4. Plan Review Fee is 65% of the permit fee

**Table 2-MD
Mobile Home Park Valuation Table**

- ❖ **Class A:** Parks contain paved streets, curbs, and sidewalks
- ❖ **Class B:** Parks contain paved streets, no curbs, and no sidewalks
- ❖ **Class C:** Parks contain no paved streets, no curbs, but have sidewalks on one side of the each street

Please Note: When a park contains spaces in more than one class, figure the spaces in each class, then add them together to obtain the total calculation for the park.

Park Class	Space Per Acre								
	4	5	6	7	8	9	10	11	12
A	5901	5517	5197	4941	4685	4493	4365	4301	4237
B	5504	5120	4800	4544	4288	4096	3968	3904	3804
C	5312	5028	4608	4352	4269	3904	3776	3712	3648

**Table 2-RV
Recreation Park Valuation Table**

- ❖ **Class A:** Parks & Camps contain paved streets and electric, water and sewer service to each RV or camping site.
- ❖ **Class B:** Parks & Camps contain electric, water and sewer service to each RV or camping space, but not have paved streets.
- ❖ **Class C:** Parks & Camps contain combination of no more than two services involving electric, water or sewer and do not have paved streets.

Please Note: When a park or camp contains spaces in more than one class, figure the spaces in each class, then add them together to obtain the total valuation.

Park/Camp Class	Space Per Acre								
	6	8	10	12	14	16	18	20	22
A	2637	2470	2320	2189	2074	1978	1907	1849	1798
B	2483	2317	2176	2035	1920	1824	1754	1696	1645
C	1792	1626	1485	1344	1229	1133	1062	1005	954

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 \$50.00 minimum
2. \$5,000.01 to \$10,000.00	\$75.00 \$50.00 for the first \$5,000.00 plus \$1.00 \$0.80 for each additional \$100, or fraction thereof, to and including \$10,000 .00
3. \$10,000.01 to \$100,000.00	\$125.00 \$90.00 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 \$270.00 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

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

❖ **Manufactured Dwellings:** New, Additions, Alterations, Repairs, & Accessory Structure

Description	Permit Fee
1. Air conditioner	\$15.00 \$11.00
2. Air handling unit of up to 10,000 cfm	\$11.00 \$9.50
3. Air handling unit 10,001 cfm and over	\$15.00 \$12.50
4. Appliance or piece of equipment regulated by code but not classified in other appliance categories	\$11.00 \$9.50
5. Appliance vent installation, relocation or replacement not included in an appliance permit	\$10.00 \$8.00
6. Attic/crawl space fans	\$10.00 \$8.00
7. Barbecue	\$11.00 \$9.50
8. Chimney/liner/flue/vent	\$11.00 \$9.50
9. Clothes dryer exhaust	\$11.00 \$8.00
10. Decorative gas fireplace	\$11.00 \$9.50
11. Ductwork, no appliance/fixture	\$11.00 \$9.50
12. Evaporative cooler other than portable	\$11.00 \$9.50
13. Floor furnace, including vent	\$15.00 \$11.00
14. Flue vent for water heater or gas fireplace	\$10.00 \$8.00
15. Furnace - greater than 100,000 BTU	\$15.00 \$12.50
16. Furnace - up to 100,000 BTU	\$15.00 \$11.00
17. Furnace/burner including duct work/vent/liner	\$15.00 \$12.50
18. Gas or wood fireplace/insert	\$15.00 \$9.50
19. Gas fuel piping outlets (four or less connections)	\$10.00 \$7.00
20. Gas fuel piping outlets (more than four)	\$6.00 \$5.50
21. Heat pump	\$15.00 \$11.00
22. Hood served by mechanical exhaust, including ducts for hood	\$15.00 \$12.50
23. Hydronic hot water system	\$15.00 \$11.00
24. Installation or relocation domestic-type incinerator	\$15.00 \$12.50
25. Mini split system	\$15.00 \$11.00
26. Oil tank/gas/diesel generators	\$15.00 \$12.50
27. Pool or spa heater, kiln	\$15.00 \$11.00
28. Range hood/other kitchen equipment	\$15.00 \$11.00

29. Repair, alteration, or addition to mechanical appliance including installation of controls	\$15.00- \$11.00
30. Suspended heater, recessed wall heater, or floor mounted unit heater	\$15.00- \$11.00
31. Ventilation fan connected to single duct	\$10.00- \$8.00
32. Ventilation system not a portion of heating or air-conditioning system authorized by permit	\$10.00- \$8.00
33. Water heater	\$15.00- \$9.50
34. Wood/pellet stove	\$15.00- \$9.50
35. Other heating/cooling	\$12.00-\$9.50
36. Other fuel appliance	\$12.00-\$9.50
37. Other environment exhaust/ventilation	\$10.00-\$8.00
38. Minimum Permit Fee	\$40.00-\$30.00

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 \$46.00 per hour
3. Re-inspection Fee	\$75.00 \$46.00 each
4. Inspections outside of normal business hours	\$80.00 \$60.00 per hour (one hour minimum)
5. Inspections for which no fee is specifically indicated	\$80.00 \$60.00 per hour (one hour minimum)
6. Investigation Fee	\$80.00 \$60.00 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 \$210.00
2. Two Bathrooms	\$300.00 \$277.00
3. Three Bathrooms	\$375.00 \$344.00
4. Each additional Bath/Kitchen	\$75.00 \$67.00

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

1. Each additional 100 ft of water, sewer, or storm line or fraction thereof	\$30.00 \$22.00 per type
2. Residential Fire Sprinkler System	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 \$40.00
a. Each additional 100 feet, or fraction thereof	\$30.00 \$22.00

BUILDING DEPARTMENT

Section 9, ItemD.

2. Storm sewer including trench drains, leach lines, and drywells - first 100 feet	\$50.00	\$40.00
a. Each additional 100 feet, or fraction thereof	\$30.00	\$22.00
3. Water service -first 100 feet	\$50.00	\$40.00
a. Each additional 100 feet, or fraction thereof	\$30.00	\$22.00
Fixtures or Items	Residential Fee/Unit	Commercial Fee/Unit
1. Alternate potable water heating system	\$30.00	\$20.00
2. Backflow preventer	\$45.00	\$40.00
3. Backwater valve	\$45.00	\$40.00
4. Catch Basin	\$25.00	\$20.00
5. Clothes washer	\$25.00	\$20.00
6. Dishwasher	\$25.00	\$20.00
7. Drinking fountain	\$25.00	\$20.00
8. Ejectors/sump pump	\$45.00	\$20.00
9. Expansion tank	\$20.00	\$20.00
10. Fixture Cap	\$20.00	\$20.00
11. Floor drain/floor sink/hub drain	\$25.00	\$20.00
12. Garbage disposal	\$25.00	\$20.00
13. Hose bib	\$20.00	\$20.00
14. Ice maker	\$25.00	\$20.00
15. Interceptor/Grease Trap	\$30.00	\$20.00
16. Primer	\$20.00	\$20.00
17. Residential Replacing in-building water supply lines-number of branches:		
a. First floor	\$75.00	\$70.00
b. Each additional floor	\$25.00	\$20.00
18. Commercial Replacing in-building water supply lines-number of branches:		
a. First five branches		\$80.00
b. Each fixture branch over five		\$70.00
19. Roof Drain		\$25.00
20. Sink/basin/lavatory	\$25.00	\$20.00
21. Swimming pool piping	\$25.00	\$20.00
22. Trench Drain	\$30.00	\$20.00
23. Tub/shower/shower pan	\$25.00	\$20.00
24. Urinal	\$20.00	\$20.00
25. Water closet	\$25.00	\$20.00
26. Water heater	\$25.00	\$20.00
27. Other- plumbing	\$25.00	\$20.00
28. Medical Gas Installations (Plan Review Required)	Based on valuation using Table A-1	
29. Minimum Permit Fee	\$45.00	\$40.00
		\$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 \$46.00 per hour
4. Re-inspection Fee	\$60.00 \$46.00 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 \$46.00 per hour
7. Investigation Fee - work done without permits	\$80.00 \$60.00 per hour
8. General State Surcharge: ORS 455.210	As set by the State of Oregon
9. Sewer Tap Inspection	\$50.00

Table E-4: Plumbing Permits - Residential Fire Suppression 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
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
5. Plumbing plan review	25% of the permit fee

- ❖ 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 1 & 2 Family Dwelling	b. \$25.00
Multi-Family Dwelling Building - New: Service Included	
2. Largest unit uses above sq. ft.; each additional unit	50% of largest unit rate
a. Limited Energy	a. \$63.00 per floor
b. Protective Signaling	b. \$63.00 per floor
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

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

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 \$63.00
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 \$63.00 per hour
6. Investigation Fee	\$86.00 per hour
7. Master Permit Inspection Program OAR 918-309-0100	
a. Application fee: 1 st time only, no charge for renewals	a. \$100.00
b. Inspection fee (includes inspection, report writing and travel time) per hour	b. \$86.00
8. General State Surcharge: ORS 455.210	As set by the State of Oregon

G. Customized Permit Services

Table G-1: Phased Plan Review

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

Service Option	Fee
1. Phased Plan Review - In addition to:	\$250.00 application fee per phase, plus

a. Standard plan review fees	10% of the total building permit fee not to exceed \$1,500.00 per phase
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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. Sign permit fees	\$27.50 for regulated wall-mounted and building-mounted signs. Free-standing signs are subject to Uniform Building Code requirements with varying fees.
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"

Building Department

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

Business Licenses

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

Business & Liquor License

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

Solicitors' License

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

Mobile Vending License

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

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

Food Pod

The Food Pod is contracted out by the City. For more information, contact the Planning Department below.

Liquor & Solicitors' Licenses are processed at City Hall.

180 NE 2nd Street, Suite 220, Hermiston, OR 97838
541-567-5521

Mobile Vending Licenses are processed by the Planning Department

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

Community Center

Discounted Rates for Non-Profit Organization may be provided.

Great Room Rental (Large Meetings & Events)

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

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

Security Guards and Insurance

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

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

Small Meetings & Events

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

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

Additional Amenities

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

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

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

Court (Municipal)

Prints & Public Records (see Administrative & General Fees)	
Municipal Court Reports (Does not include other fees)	
1. Reports including discovery, except court appointments (regardless of page count or electronic format)	\$20.00 each- Flat Fee
2. All other Prints and Public Records Requests	As established in "Administration & General Fees" under "Prints & Public Records"
Other Court Services	
1. Marriage Ceremony (performed by Municipal Court Judge on site)	\$75.00
2. Marriage Ceremony (performed by Municipal Court Judge off site)	\$100.00 + actual mileage costs (as set in ORS 106.120(5))
3. Certification of Court Document	\$2.00 for certification of each document (in addition to printing costs)
Fees & Penalties	
1. Payment Plan Fee/ Fee on cases not paid in full within 30 days of judgment.	Case Balance- \$0-280.00, fee of \$25.00 Case Balance- \$280.01+, fee of \$50.00 (If case is paid off within 12 months, the fee will be waived)
2. Collection Agency Processing Fee	Actual amount imposed by the collection agency
3. Returned Check	(See Administration & General Fees)
Jury Fees	
1. Juror Attendance Fee * <i>Paid to Selected Jurors</i> *	Compensation and Mileage (Rate applicable to appearances in justice court)
2. Juror Attendance Fee * <i>Paid to Not-Selected Jurors</i> *	Mileage Only (Rate applicable to appearances in justice court)
3. Subpoenaed Witnesses Attendance Fee	Compensation and Mileage (Rate applicable to appearances in justice court)
4. Mileage Fee (to and from place of residence)	Rate applicable to appearances in justice court
Hermiston Municipal Court, Bob Shannon Safety Center 180 NE 2 nd Street, Hermiston, OR 97838 541-567-6610	

Eastern Oregon Trade & Event Center (EOTEC)

Please Note: All rentals include: Janitorial, Set-up & Tear Down (Tear Down includes putting away tables and chairs only)			
Great Room Rental (Large Meetings & Events)	Private/For Profit		Non-Profit
Booking Fee Deposit (cleaning-Damage) Signed agreement- Due to Hold Date.			
1. If booking more than 6 months in advance: Non-Refundable	\$400.00		\$400.00
a. With alcohol event	a. \$1,000.00		a. \$1,000.00
b. Non-alcohol event	b. \$500.00		b. \$200.00
2. If booking less than 6 months in advance: Refundable	\$500.00-\$1,000.00		\$200.00-\$1,000.00
a. With alcohol event	a. \$1,000.00		a. \$1,000.00
b. Non-alcohol event	b. \$50.00		b. \$200.00
Great Room Use (Includes Standard Stage)	Full Room	Half Room	
1. Monday- Thursday	\$2,650.00	\$1,850.00	\$1,500.00
2. Friday	\$3,000.00	\$1,850.00	\$2,000.00
3. Saturday	\$3,500.00	Not Available	\$2,500.00
4. Sunday	\$2,100.00	\$1,850.00	\$1,800.00
Kitchen Use			
1. Full	\$200.00		\$150.00
2. Fridge and Ice Maker Only	\$100.00		\$50.00
Day Before Decorating (If Available)			
1. 8:00am to 4:30pm	½ of total rent		½ of total rent
2. 7:00pm to 12:00am	\$500.00		\$50.00 per hour
Meeting Room Rentals (Small Meetings & Events)	Private/For Profit		Non-Profit
Booking Fee Deposit (cleaning-Damage) Signed agreement- Due to Hold Date.			
1. Booking Fee	\$50.00		\$50.00
a. With alcohol event	a. \$1,000.00		a. \$1,000.00
b. Non-alcohol event	b. \$500.00		b. \$500.00
Meeting Rooms			
1. Meeting Rooms 1 OR 2	\$200.00		\$200.00
2. Meeting Rooms 1 AND 2 (Combined)	\$400.00		\$400.00
3. Meeting Room 3	\$200.00		\$200.00
Staffing and Insurance			
1 staff member per 100 people- 5 hour minimum charge. Security requirements vary for different events	\$40.00 per hour per staff member		
Please Note: Event Liability Insurance of \$1 million is required. (Cost varies from \$50.00 - \$200.00). *Clients responsibility to obtain and show event center proof of insurance. *			
Additional Amenities			
1. Coffee (per pot, 25 cups)	\$25.00		
2. Table Toppers	\$3.00 each		

EASTERN OREGON TRADE & EVENT CENTER (EOTEC)

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

Other Venues

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

EOTEC
1705 E. Airport Rd., Hermiston, OR 97838
541-289-9800
<https://eotechemiston.com/>

Festival Street

Festival Street- Per day Rental	
Festival Street use	\$400.00
Please Note: Other fees may apply at a cost recovery basis, include, but not limited to paying a Security Deposit. You will be held financially responsible for any damages, repairs or cleaning of the reserved areas resulting from your use.	
Miscellaneous Rentals	
1. Event Tent 78' x 40'	\$100.00 per event
2. Tables	\$20.00 per table
3. Extra Garbage Cans	\$10.00
4. Other Rentals & Amenities	As Established
Reservations may be made through: Hermiston Community Center 415 S. Hwy 395, Hermiston, OR 97838 541-667-5018	

Franchises

Miscellaneous	
1. Application and Review Fee	\$350.00 Unless otherwise provided in franchise agreement
Registration Fee	
1. Telecommunications- One Time Only	\$50.00
Solid Waste	
1. Franchise Fee	2.5%
2. Billing and Collection Services	11%
Small Cell Wireless	
1. Annual Franchise Fee	\$270.00 for each Small Wireless Facility installed or maintained. Will increase 3% every January 1, beginning January 1, 2022.
2. Interest and Late Fees	Annual rate equal to the greater of 1% per month or the maximum rate allowed by law.
3. Additional Fees	As established
All Grantees must pay a franchise fee to the City through the duration of its franchise, as follows:	
<p>A. For all grantees, except as provided in paragraphs B and C, a fee of 5% of gross revenues paid quarterly, unless otherwise provided in the franchise agreement. Gross revenue is defined in Section 170.04.050 of the Hermiston Municipal Code.</p> <p>B. The franchise fee for a telecommunication utility shall equal 5% of its gross revenue on exchange access services earned within the boundaries of the City.</p> <p>C. For limited use telecommunications grantees, a minimum annual fee, payable in advance, of \$1,000.00 or \$1.00 per linear foot of right-of-way used, whichever sum is greater. This fee will increase annually in July of each year, by multiplying the fee by a fraction, the numerator of which is the CPI Index Figure for the month of March preceding the July in which the fee is to be increased and the denominator of which is the Base CPI Index Figure. As used in this section, "Index" refers to the All Urban Consumers (CPI-U), U.S. City Average, CPI Index published by the Bureau of Labor Statistics of the United States Department of Labor. "Base CPI Index Figure" will refer to the Index number indicated for the month of March, 1998, and the "CPI Index Figure" for any other month will refer to the Index number for that month.</p>	
Please Note: Beginning July 1, 2001, the fee will be \$1.00 per linear foot. This fee will increase annually by the CPI Index as set forth above. The base CPI will be January of 2001. A limited use telecommunication grantee is defined as one whose franchise limits the amount of linear feet the grantee may occupy, or one who has a franchise as of October, 1998, for the purpose of long-distance telecommunications.	
Right-of-Way Permit	
1. Diminished Pavement Life Fee- For any construction requiring pavement cuts or excavation within a public right-of-way.	The franchise applicant shall acquire a City of Hermiston permit {§94.37(A)} to utilize City right-of- way and meet all fee and construction standards as specified.
2. Construction Permit Fee	the applicant must pay a permit fee equal to \$500.00 or 1/4 of one percent (.25%) of the estimated cost of constructing the telecommunications facilities, whichever is greater; unless otherwise provided in a franchise agreement, prior to issuance of a construction permit for construction within the public right-of-way.

Garbage & Recycling Services

Miscellaneous Services & Fees

FREE Yard Trimming Permits

Free residential yard trimming disposal permits are available, upon request, for residential customers in good standing and can be obtained at: City Hall, 235 E Gladys Ave, Hermiston.

FREE Recycling Centers located in Hermiston

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

Account Set-Up (non-refundable)

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

Mechanically Emptied Containers

35-Gallon Cart, Served Weekly

- | | |
|--|--------------------|
| 1. Residential and Commercial Curb | \$ 11.20 per month |
| 2. Walk-in Charge | \$5.80 per month |
| 3. Senior Citizens on limited income (See Regulation #4) | \$9.25 per month |

90-Gallon Cart, Served Weekly

- | | |
|---------------------|--------------------|
| 1. Residential Curb | \$ 18.80 per month |
| 2. Commercial Curb | \$23.00 per month |
| 3. Walk-in Charge | \$5.80 per month |

Commercial Loose

- | | |
|--|------------------------------------|
| 1. 1.5- Yard Container, served once a week | \$ 77.50 per month |
| 2. 1.5- Yard Container, served each additional weekly pickup | \$69.35 per month |
| 3. 2- Yard Container, served once a week | \$100.80 per month |
| 4. 2- Yard Container, served each additional weekly pickup | \$91.00 per month |
| 5. Commercial Compacted Solid Waste | 1.5 times the loose container rate |
| 6. Cardboard Recycling Container | \$10.80 per month |

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.
4. Senior Citizens requesting the reduced rate must make application to Sanitary Disposal, Inc. and meet the Oregon State Poverty Income Guidelines.

Manually Emptied Containers

Containers

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

GARBAGE & RECYCLING SERVICES

charges will be made for "over-the-top-bulk"

Minimum special pickup charges to be arranged between customer and collector

Regulations

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

Dropbox

Service within 7-day period

1. Delivery Fee	\$40.00 for the first box
2. Weighing up to five (5) tons	\$56.50 haul fee plus \$6.00 per cubic yard or \$66.00 per ton, whichever is greater
3. Weighing five (5) tons and greater	\$204.00 haul fee plus \$36.50 per ton
4. Demurrage charge per box after 7 th day	\$4.35 per day

Regulations

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

Compacted Dropbox

Compactor on call

1. Weighing up to five (5) tons	\$74.25 per hour haul fee plus \$6.00 per cubic yard or \$66.00 per ton, whichever is greater
2. Weighing five (5) tons and greater	\$221.75 haul fee plus \$36.50 per ton

Regulations

1. Maximum weight of ten (10) tons when full.

Fines & Penalties (not already listed above)

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

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

All solid waste services, as specified in this section, are subcontracted to:
Sanitary Disposal
 81144 N. Hwy 395, Hermiston, OR 97838
 541-567-8842

Hermiston Energy Services (HES)

Customer Service Policies, Rates, and Associated Fee Manual

Last adopted/amended:

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

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

Umatilla Electric Cooperative (UEC)

750 W. Elm Ave, Hermiston, OR 97838

541-567-6414

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

Library

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

LIBRARY

2. USB Stick, Headphones, etc	Actual Cost
3. Other Misc. Items and Services	As Established

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

Parks and Recreation

Recreation Department		
Recreation Programs & Classes		
Volleyball, Football, Art, Archery, etc	As established per program	
Parks Department		
Park Rental		
EXCLUSIVE USE of entire park or portions of park.	Fees are established for a variety of services on a cost recovery basis which may include tables, garbage cans, staffing, lighting, and other costs to the City. This fee may be waived by the City Manager or designee if the reservation is in conjunction with a community-wide event	
Shelter Rental		
❖ Reservations from April 1 st – October 31 st .		
❖ Reservations are closed from November 1 st - March 31 st but can be used for free at a first-come first-serve basis. Tables from the Parks Department are not available to use/rent during these months.		
1. 6-Hour Rental from:	Resident	Non-Resident
a. 8:00am-2:00pm or	\$50.00	\$75.00
b. 3:00pm-9:00pm		
Includes the use of 8 tables (4 tables for Rotary Shack)		
Please Note: Other fees may apply at a cost recovery basis, include, but not limited to paying a Security Deposit. You will be held financially responsible for any damages, repairs or cleaning of the reserved areas resulting from your use.		
Miscellaneous Rentals		
1. Propane (McKenzie Cook Shack only)	\$20.00	
2. Event Tent 78' x 40'	\$100.00 for 4 hours	
3. Additional Tables	\$20.00 per table	
4. Extra Garbage Can	\$10.00	
5. Other Rentals & Amenities	As Established	
Parks and Recreation Department is located in the Community Center		
415 S. Hwy 395, Hermiston, OR 97838 541-667-5018		

Planning & Zoning

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

Police Department

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

Records Request Processing Fees (Does not include other fees)

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



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



Public Transit-Taxicab & Bus Services

Taxicab Services

Cab Fares

1. Senior and Disabled Taxi Tickets	\$2.50 per ticket
2. General Public Taxicab Fares	As established by taxicab company

WORC Program

1. Hermiston City Senior/Disabled (live and work inside of City limits)	\$20.00 (10 one-way trips)
2. Hermiston City (live and work in City limits)	\$25.00 (10 one-way trips)
3. Hermiston Zip (live or work outside of City limits)	\$32.50 (10 one-way trips)
4. Hermiston Plus (live and work outside of City limits but in Hermiston zip code)	\$57.50 (10 one-way trips)
5. West-End (live and work in Stanfield or Umatilla)	\$90.00 (10 one-way trips)

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

Taxicab Company

Operating Certificate (Charged at the time of application)

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

Taxicab Drivers (Charged at the time of application)

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

Bus Services

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

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

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, 2022 2023		
1. Residential	\$39.65 \$37.75	\$3.40 \$3.24
2. Commercial	\$39.65 \$37.75	\$3.40 \$3.24

Please Note the Following:

- ❖ **Sewer Annual Adjustment:**
The Monthly Base Rate, and the Calculated Monthly Usage Rate, shall be adjusted each March 1, by an amount equal to the annual percentage change in the Engineering News-Record Construction Cost (20-City Average) Index averaged for the three preceding calendar years.
- ❖ **Monthly Usage Calculation:**
Calculated Monthly Usage shall be established each March based on the customer's average monthly winter water usage for the most recent December, January, and February time frame as established above in "Sewer Annual Adjustment".
- ❖ **New Customers:**
New customers who begin service between:
 - February 1 and November 30- shall be billed at an assumed Monthly Usage of 5,000 gallons per month.
 - December 1 and January 30- shall be billed at an assumed Monthly Usage of 5,000 gallons per month until a new Calculated Monthly Usage is established using the average of all full months of service received in December through February.
- ❖ **Reduced Utility Rate:**
For relief of those residents who are experiencing a financial hardship, a Reduced Utility Rate Application may be obtained at City Hall for a reduced monthly charge calculated at 50 percent (of the base rate of their water and sewer bill).

Fines & Penalties

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

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

Commercial Independent Discharge Users

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

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

- ❖ **Usage Rates:** Industrial Users shall pay the same Monthly Base Rate, and Calculated Monthly Usage Rate as identified for Residential and Commercial Users. However, Industrial Users' usage shall be metered monthly, and billed based on their monthly discharge year-round.
- ❖ **Surcharge Rates:** In addition to consumption rates, Industrial Users shall be charged the following surcharge rates.
 1. BOD: \$1.46/lb.
 2. TSS: \$1.56/lb.
 3. Ammonia: \$1.59/lb.

SEWER DEPARTMENT

Section 9, Item D.

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

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

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

1. Septic Tank & Portable Toilet Waste Disposal	\$0.25/gallon – Minimum of 100 gallons
2. Recreational Vehicles (RV)	Free

Sewer (Recycled Water) Department
 2205 N. First Place, Hermiston, OR 97838
 541-567-5272



Street Department

Sidewalk & Driveway Permits

All sidewalk & driveway improvement permits	\$50.00
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Street Excavation Permits

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

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

Swale Alteration Permits

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

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

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

Street Dept. fees are processed by the Building Department

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

System Development Charges & Connection Permits

A. System Development Charges (SDC's)

Fees are due and payable upon issuance of permit for connection

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

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

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

Last adopted/amended

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

Connection Permits Fees

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

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

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

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

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

No. of Units	Connection Fee	No. of Units	Connection Fee	No. of Units	Connection Fee
1	\$275.00	18	\$695.00	35	\$900.00
2	\$325.00	19	\$710.00	36	\$910.00
3	\$375.00	20	\$725.00	37	\$920.00
4	\$425.00	21	\$740.00	38	\$930.00
5	\$455.00	22	\$755.00	39	\$940.00
6	\$485.00	23	\$770.00	40	\$950.00
7	\$515.00	24	\$785.00	41	\$960.00
8	\$545.00	25	\$800.00	42	\$970.00

SYSTEM DEVELOPMENT CHARGES & CONNECTION PERMITS

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

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



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



Transient Room Tax

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

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

1. 1 to 6 consecutive days of occupancy by the same person	8%
2. 7 to 30 consecutive days of occupancy by the same person	2.5%
3. More than 30 consecutive days of occupancy by the same person, or rent paid for the entire month	None

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

Tourism Promotion Assessment Charge

Hotels

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

Recreational Vehicle Park

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

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

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

Delinquencies and Interest from Transient Tax Collector

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

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

Water Department

Account Set-Up (non-refundable)

Water and/or Sewer, with or without Garbage Services	\$25.00
--	---------

Water Usage Calculations (per 1,000 gallons)	Base Rate	0-15,000 Gallons	>15,000 Gallons
Rates Adjusted: March 1, 2023 2022			
1. Residential	\$33.99 \$32.37	\$0.57 \$0.54	\$3.95 \$3.76
2. Commercial	\$33.99 \$32.37	\$0.57 \$0.54	\$3.95 \$3.76

Please Note the Following:

- ❖ **Water Usage Annual Adjustment:**
The Monthly Base Rate, and the Water Usage Rate, shall be adjusted each March 1, by an amount equal to the annual percentage change in the Engineering News-Record Construction Cost (20-City Average) Index averaged for the three preceding calendar years.
- ❖ **Reduced Utility Rate:**
For relief of those residents who are experiencing a financial hardship, a Reduced Utility Rate Application may be obtained at City Hall for a reduced monthly charge calculated at 50 percent (of the base rate of their water and sewer bill).

Fines & Penalties

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

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

Water Meter Inspection

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

Fire Hydrant Meter	\$1,400.00 Deposit	Double Water Rate. Charged Monthly.
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View Water Usage – Eye On Water: As part of our ongoing efforts to improve services to our customers, we offer direct access to view your water usage data. The **EyeOnWater** website and FREE App (available for Android and IOS users) have a variety of available tools to review and analyze your water use. With these tools you are able to view your hourly usage, easy to understand graphs and the ability to establish alerts – including identifying potential water leaks.



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

Water Department Services are located at City Hall
180 NE 2nd Street, Hermiston, OR 97838
541-567-5521



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
For the Meeting of January 9, 2023

Title/Subject

Water, Sewer, and Street 5-Year Capital Improvement Plan Update

Summary and Background

This action will update the 5-Year Capital Improvement Plan (CIP) for the Water, Sewer, and Street Departments. The CIP should mainly be viewed as a planning document which helps take a more comprehensive approach to long-range budgeting for large projects. Therefore, approving the CIP does not actually authorize any of the projects, or approve any expenditures associated with them. What it does do it provide staff with preliminary approval to pursue developing these projects more fully so that they can be incorporated in to proposed annual budgets at the appropriate time.

The original CIP was adopted in 2017, updated in 2019, and again in 2021, with the plan being to continue updating it every two years. Each section of the plan is broken in to two components, which are the list and timing of projects planned over the next five years, and an appendix. The projects included in the appendix are necessary projects which the various departments have as priorities, but for various reasons don't rank as urgent enough to warrant doing in the 5-year planning window.

The updating process now goes quite smoothly as departments have grasped the concept of how to utilize the CIP. Therefore, this year's update has very few major additions in terms of new projects. Department staff was directed to identify which projects already included in the appendix they see as most needed to pull forward in to the planning window.

Water

The North 1st Place Water Main replacement will finally take place in 2023, since it has been joined with the North 1st roadway reconstruction project. This project will replace approximately 3,800 linear feet of piping which is estimated to date to the 1920's. Subsequent to that, in 2024, it is intended to replace approximately 4,400 feet of piping in the downtown core area along East Gladys, and Main Street; which is also estimated to date to the 1920's. Although these two projects total approximately a mile and a half of piping, since there are 93 miles of water main in the City, replacing pipe at this rate will take approximately 60 years; which is a relatively reasonable timeline and pace for the department to continue.

In 2025, two large projects will construct a new booster pump station in the Highland neighborhood and simultaneously replace piping and valves in East Highland Avenue, which will make the system more efficient, and help address issues with not providing adequate water pressure while also assisting with potential new housing developments in the SE quadrant of the city.

In 2026 the department will do a major piping replacement along Orchard Avenue, as well as make upgrades to insufficient and outdated equipment at the View Drive Booster Pump Station.

Sewer

The Lift #3 decommissioning project will officially wrap up in 2023. Additionally Lift Station #4 will be reconstructed.

In 2024, we will reconstruct lift station #7, and also begin working through replacement of many of the problem sewer main sections identified as failing in the 2019 sewer collection system master plan. This will include a section on E Evelyn Avenue, and a section near NE 7th street.

2025 will only see a small sewer main replacement project, as we are planning for the potential for significant costs in pump and motor replacement at the recycled water treatment plant (RWTP). The RWTP’s membrane system became operational in the fall of 2014, and therefore, many of the expensive pumps and motors are nearing the time where they need to be replaced. Although the intention is to make them last as long as possible, this will allow the department to have the cash on-hand when it is necessary.

In 2026, we are planning for the potential need to replace all of the membrane filters themselves. Staff is beginning to have conversations with membrane suppliers, and so far it appears that the membranes will easily exceed their design lifetime.

Streets

2023 will see two large state-funded projects be completed. The full rebuild of North 1st Place is fully paid for by a state earmark. Construction of E Penney Ave. between 395 and Kelli Boulevard is paid for 50% through a Business Oregon grant, with the other 50% being paid for with ARPA funds.

Realignment of the Geer & Harper Road intersection is planned for 2024, subject to final alignment.

2026 will see widening of West Theater Lane in response to continued growth in the northern portion of the city. Additionally, it is planned to reconstruct the publicly owned parking lot near the intersection of Hurlburt & SE 2nd street downtown, which is falling in to disrepair.

Tie-In to Council Goals

Multiple.

Fiscal Information

Adoption of the CIP does not commit any funding, but instead helps guide staff as they annually develop budget requests.

Attached to this staff report, you will find two Pro Formas; one for the Water Department, and one for the Sewer Department. You can see that, based on the assumptions included, both departments end with a net positive fund balance at the end of the planning horizon when incorporating the planned CIP expenses as "Other Operating Expenses" (line 8).

This template was used for applying for loan funding through the Infrastructure Finance Authority for the Southwest Hermiston Urban Renewal Area's new water tank. You will note that this borrowing is also accounted for on lines 12 & 13, with associated debt service on line 11. This is considered a "worst case scenario," in that line 11 assumes that the utility fund covers 100% of the debt service for the SHURA, despite the agreement that the developer helps to cover 50% of it. Even in this extremely conservative scenario, the fund ends with a positive balance.

Alternatives and Recommendation

Alternatives

- 1. Approve updated CIP
- 2. Recommend changes to the CIP

Recommended Action/Motion

Motion to approve the CIP as presented.

Submitted By:

Mark Morgan

Schedule Pro Forma Revenues and Expenditures		Water Department					
PRO FORMA		Current FY		Projected			
1	Year (ending June 30th)	2021	2022	2023	2024	2025	2026
2	Beginning Fund Balance		1,328,752	716,788	888,898	278,377	142,265
Operating Revenues							
3	Primary Revenue Source	5,001,248	5,019,244	5,119,628	5,222,020	5,326,460	5,432,989
4	Other Revenue Source 1	81,392	188,750	188,750	188,750	188,750	188,750
5	Other Revenue Source 2	505	470	470	470	470	470
Total Operating Revenues		5,083,145	5,208,464	5,308,848	5,411,240	5,515,680	5,622,209
OM & R Expenses							
6	Personal Services	847,896	937,271	956,016	975,136	994,638	1,014,530
7	Materials & Services	872,082	780,267	795,872	811,789	828,024	844,584
8	Other Operating Expenses	670,000	2,540,000	1,800,000	2,530,000	2,000,000	330,000
Total Operating Expenses		2,389,978	4,257,538	3,551,888	4,316,925	3,822,662	2,189,114
Debt Service							
Funds Avail for Debt Service		2,693,167	950,926	1,756,960	1,094,315	1,693,018	3,433,095
9	Existing Debt 1	1,104,615	1,303,090	1,300,000	1,300,000	1,300,000	1,300,000
10	Existing Debt 2						
11	Other Proposed Debt			23,888	263,860	456,056	456,056
Total Debt Service		1,104,615	1,303,090	1,323,888	1,563,860	1,756,056	1,756,056
Other Activities							
Cash Avail After Debt Service		1,588,552	(352,164)	433,072	(469,545)	(63,038)	1,677,039
12	Loan Proceeds / Drawdowns			500,000	4,522,707	4,022,707	
13	Capital Outlay			(500,000)	(4,522,707)	(4,022,707)	
14	System Replacement Reserves						
15	Other Non-Operating Activity			11,944	131,930	228,028	228,028
Net Other Activity		0		11,944	131,930	228,028	228,028
16	Net Transfers IN (OUT)	(259,800)	(259,800)	(272,906)	(272,906)	(301,102)	(301,102)
17	Adjustments						
Net Transfers & Adjustments		(259,800)	(259,800)	(272,906)	(272,906)	(301,102)	(301,102)
Ending Fund Balance		1,328,752	716,788	888,898	278,377	142,265	1,746,230

INSTRUCTIONS

Fill in shaded cells

Enter the current fiscal year under "Current FY".

Enter the Current FY beginning balance.

Primary revenue source (e.g., user charges). Include on Lines 4 or 5 revenues such as taxes, hook-up fees, and rent/lease income. Do not include interest, SDCs, etc. in this section; rather, add these revenues to Line 15 below.

OM&R is Operations, Maintenance, and Repair. Include short-lived asset replacement with a useful life of 15 years or less. Do not include capital outlay, transfers, depreciation, etc.; rather, add these revenues to Lines 12 - 17 below.

Enter and specify annual debt service amounts for existing and proposed debt supported by this fund, including any proposed non-IFA debt for this project, e.g. - USDA, DEQ, etc.

Anticipated drawdown schedule for requested loans. Include capital outlay for this project.

Anticipated contributions for system replacement. Asset sales, SDCs, interest income, etc. (specify).

Include transfers to reserve accounts (specify). Explain any adjustments.

For Water or Sewer Utilities, please complete the following:

18	Connections	\$5,660.00	\$5,773.20	\$5,888.66	\$6,006.44	\$6,126.57	\$6,249.10
19	EDU's	7,000	7,140	7,283	7,428	7,577	7,729
20	Monthly Rate per EDU	\$ 36.42	\$ 36.42	\$ 37.87	\$ 39.39	\$ 40.97	\$ 42.20

Enter # of connections.

Enter # of EDU's. (Water: 1 EDU= 7,500 gals.)

Enter the user rate per EDU.

DESCRIBE ANY ASSUMPTIONS USED IN CALCULATING ABOVE FIGURES:

6- Assumes 2% annual increase in water sales revenue. 7- From Enterprise Zone to cover existing Water Tower IFA debt. 11 & 12- Assumes 2% annual increase in personnel and materials costs. 13- Capital Improvement Investments. 19- Estimated annual payment to cover this borrowing. 26- Development Agreement revenue with Developer covering 1/2 of Line #19. 30- Overhead cost allocation for billing, administration, HR, etc.

Please contact your Regional Development Officer for assistance with completing this Attachment if necessary.

Explain any assumptions such as changes in user rates, EDU / Connection growth, loan repayments, operating expenses, transfers, adjustments, etc.

Schedule Pro Forma Revenues and Expenditures		Sewer Department					
PRO FORMA		Current FY		Projected			
1	Year (ending June 30th)	2022	2023	2024	2025	2026	2027
2	Beginning Fund Balance	536,301	231,348	27,747	232,611	606,655	687,330
Operating Revenues							
3	Primary Revenue Source	5,004,467	5,104,556	5,206,647	5,310,780	5,416,996	5,525,336
4	Other Revenue Source 1	44,850	45,000	45,000	45,000	45,000	45,000
5	Other Revenue Source 2	10,000	470	470	470	470	470
Total Operating Revenues		5,059,317	5,150,026	5,252,117	5,356,250	5,462,466	5,570,806
OM & R Expenses							
6	Personal Services	1,158,618	1,193,377	1,229,178	1,266,053	1,304,035	1,343,156
7	Materials & Services	1,510,146	1,555,450	1,602,114	1,650,177	1,699,683	1,750,673
8	Other Operating Expenses	1,769,900	1,420,000	1,030,000	1,000,000	1,380,000	1,000,000
Total Operating Expenses		4,438,664	4,168,827	3,861,292	3,916,230	4,383,717	4,093,829
Debt Service							
Funds Avail for Debt Service		620,653	981,199	1,390,826	1,440,020	1,078,749	1,476,977
9	Existing Debt 1	925,606	925,000	925,000	925,000	925,000	925,000
10	Existing Debt 2						
11	Other Proposed Debt						
Total Debt Service		925,606	925,000	925,000	925,000	925,000	925,000
Other Activities							
Cash Avail After Debt Service		(304,953)	56,199	465,826	515,020	153,749	551,977
12	Loan Proceeds / Drawdowns						
13	Capital Outlay						
14	System Replacement Reserves						
15	Other Non-Operating Activity			11,944	131,930	228,028	228,028
Net Other Activity		0		11,944	131,930	228,028	228,028
16	Net Transfers IN (OUT)		(259,800)	(272,906)	(272,906)	(301,102)	(301,102)
17	Adjustments						
Net Transfers & Adjustments		0	(259,800)	(272,906)	(272,906)	(301,102)	(301,102)
Ending Fund Balance		231,348	27,747	232,611	606,655	687,330	1,166,233

INSTRUCTIONS

Fill in shaded cells

Enter the current fiscal year under "Current FY".

Enter the Current FY beginning balance.

Primary revenue source (e.g., user charges). Include on Lines 4 or 5 revenues such as taxes, hook-up fees, and rent/lease income. Do not include interest, SDCs, etc. in this section; rather, add these revenues to Line 15 below.

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Enter and specify annual debt service amounts for existing and proposed debt supported by this fund, including any proposed non-IFA debt for this project, e.g. - USDA, DEQ, etc.

Anticipated drawdown schedule for requested loans. Include capital outlay for this project.

Anticipated contributions for system replacement. Asset sales, SDCs, interest income, etc. (specify).

Include transfers to reserve accounts (specify). Explain any adjustments.

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19	EDU's	7,000	7,140	7,283	7,428	7,577	7,729
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Enter # of connections.

Enter # of EDU's. (Water: 1 EDU= 7,500 gals.)

Enter the user rate per EDU.

DESCRIBE ANY ASSUMPTIONS USED IN CALCULATING ABOVE FIGURES:

6- Assumes 2% annual increase in water sales revenue. 7- From Enterprise Zone to cover existing Water Tower IFA debt. 11 & 12- Assumes 2% annual increase in personnel and materials costs. 13- Capital Improvement Investments. 19- Estimated annual payment to cover this borrowing. 26- Development Agreement revenue with Developer covering 1/2 of Line #19. 30- Overhead cost allocation for billing, administration, HR, etc.

Please contact your Regional Development Officer for assistance with completing this Attachment if necessary.

Explain any assumptions such as changes in user rates, EDU / Connection growth, loan repayments, operating expenses, transfers, adjustments, etc.

**CAPITAL IMPROVEMENTS PLAN UPDATE
FOR
CITY OF HERMISTON, OREGON**

JANUARY 2023



ANDERSON PERRY & ASSOCIATES, INC.

La Grande, Redmond, Hermiston, and Enterprise, Oregon
Walla Walla, Washington

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Introduction

This Capital Improvements Plan (CIP) Update provides the framework for implementing the City’s facility and infrastructure asset-based improvement process over a five-year period starting in fiscal year 2022-23. The CIP outlines cost estimates for projects that require significant capital investment and are essential to safeguarding the financial health of the City, while providing continued delivery of services to citizens and businesses.

It is anticipated that the CIP will continue to be reviewed and updated periodically (at least every two years) to accommodate community needs and changes in financial resources. The CIP includes a list of the City’s capital improvements projects, prioritizes the projects (subject to periodic review), and schedules the projects for funding and construction.

The CIP is a tool to be used in the development of responsible and progressive financial planning goals. The CIP complies with the City’s financial policies. City policies and the CIP form the basis for making annual capital budget decisions and support the City’s continued commitment to sound, long-range financial planning and direction.

The CIP identifies budgets and fiscal years for capital projects of several types. Capital improvements projects will be coordinated with the annual budget process to maintain full utilization of available resources. For each capital improvements project, the CIP provides a variety of information, including a project description and the service needs to be addressed, a proposed timetable, and proposed funding sources.

Generally, capital improvements projects will be prioritized with the most urgent projects first. In some instances, projects have been scheduled to coincide with an urgently needed project of another department to maximize effort, saving overall cost and/or maintaining the integrity of previously made investments. Ongoing operating costs are not included in the CIP.

Development of the CIP is a collaborative effort between the City’s leadership team and department superintendents. The department staff participate in CIP development via specific master plans and other planning tools. Major capital improvements projects require City Council interaction during the development and funding stages.

Department Area Descriptions

This CIP is divided into the following sections:

- Water Department
- Recycled Water Department
- Street Department
- Water Department Appendix
- Recycled Water Department Appendix
- Street Department Appendix

Project Types

Projects generally fall within the primary categories identified below:

- System Repairs and Replacements - Projects needed to maintain existing infrastructure, typically needed to ensure reliable service.
- System Improvements - Projects designed to increase the functionality, efficiency, and/or capability of the infrastructure.
- Capacity-increasing Projects to Meet Population and Commercial Business Growth
- Redevelopment and Community Enhancement - Projects created for urban renewal, overall community or neighborhood livability, and safety enhancement.

Department Goals

- Provide quality management of the CIP.
- Provide meaningful input for the City Council to make fiscally responsible decisions.
- Update the Council on program implementation.
- Ensure timely information is provided to the Finance Department and to the City Council for cost differences.
- Provide timely project starts and completions.

What Projects Are in the Capital Improvements Plan

Capital assets are defined as tangible and intangible assets acquired for use in operations that will benefit more than a single fiscal period. This CIP presents capital improvements and capital outlay. Capital improvements are expansions of, or improvements to, the City's physical facilities, such as buildings, land, and infrastructure, including roads, bridges, sidewalks, and utility systems. Capital outlay is generally used for equipment, vehicles, and technologies. The City's capitalization threshold has a minimum value of \$5,000 and a life expectancy of at least three years. Projects costing less than \$5,000 are not considered capital and are funded through operating budgets.

Projects in the CIP can include:

- Construction costs (i.e., labor, materials, and contractors involved in completing a project).
- Acquisition of land or structures.
- Engineering or architectural services, professional studies, or other administrative costs.
- Expenses for City equipment, vehicles, and technologies.
- Expenses for expanding City facilities.

Funding Overview

The implementation of the CIP relies on a variety of potential funding sources. These include utility rate charges, tax increment revenues, user fees, general fund revenues, grants, and system development charges. Most of the

funding scenarios may be somewhat complex and interwoven based on project goals, anticipated construction elements, and project timelines. The accounting of infrastructure income prohibits the transfer of funds between some departments. For example, street income can only be utilized for repair and maintenance or capital improvements associated with the Street Department.

Capital improvement cost estimates are created and/or updated based on discussions with City staff and vendors and current bid results of other recent construction projects in the area. Each project estimate includes a 4.0 percent per year inflation rate anticipated to cover escalating project costs realized each year. This percentage is based on inflation rates that vary based on the economy, and it is anticipated that rates will vary from those estimated. Estimates include planning fees, if any, design engineering fees, construction costs, and anticipated construction engineering service fees (i.e., bidding assistance, project observations technical assistance, construction surveying, etc.).

Each of the three department sections contain figures that show project priority with an estimated cost for the next five-year period.

The CIP is not a financing document. Rather, the CIP is a planning document that places projects in the annual budget whereby funds are appropriated for them by the City Council. Prior to actual project work, refined scopes of work, construction cost estimates, and associated design fees will be presented to the City Council for final approval to expend funds.

Project Overview

Projects across the City that entail infrastructure improvements for the Water, Recycled Water, and Street Departments are identified in this CIP. The projects within these departments are identified on Figure 1, and the associated labels are referenced to project summaries included in each of the three department sections.

Additional projects within each of the three departments that are currently prioritized outside of the five-year CIP window due to funding limitations have been identified. These projects are included in the appendices for inclusion in future CIP updates.

Completed CIP projects within each of the three departments are shown in the appendices for reference.

Water Department

The City of Hermiston completed a Water System Master Plan in March 2019 that presents a detailed description and evaluation of the City's water system. In general, the City's water system consists of:

- Water Reservoirs 6
- Total Water Storage 7 MG
- Miles of Pipe Approximately 93 miles
- Water Wells 5
- Booster Pump Stations 10

The City supplies water to residential, commercial, and industrial water users within its service area. The proposed projects in the Capital Improvements Plan (CIP) include "increased-capacity" projects, "replacement/renewal" projects, and equipment upgrades. The CIP does not include projects associated with the regional water system. The proposed improvements have been programmed based on facility needs, the urgency of proposed upgrades, and anticipated funding availability.

Table 1 provides an overview of the proposed water system projects, anticipated financial expenditures, and the proposed fiscal year of each improvement. Figure 2 shows the physical locations of proposed water system improvements throughout the City.

The capital improvements list for the Water Department provided herein is based on replacement/renewal/repair projects completed and the City's Water System Master Plan prepared in 2019. Projects within the Water Department include distribution system improvements, booster pump upgrades, reservoir modifications/construction, and improvements planned to improve system reliability.

**City of Hermiston, Oregon
Capital Improvements Plan Update
Future Value - Water Project Summary**

Project No.	Project	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
Supply						
W 8.0	Well No. 6 Backup Generator	\$ 380,000	\$ -	\$ -	\$ -	\$ -
W 9.0	Well No. 6 Chlorination System Structure	\$ 450,000	\$ -	\$ -	\$ -	\$ -
W 10.0	Well No. 4 Control System	\$ 390,000	\$ -	\$ -	\$ -	\$ -
W 22.0	Chlorination Scales	\$ -	\$ -	\$ -	\$ -	\$ 15,000
W 24.0	Well No. 6, Reservoir No. 2 Exterior Surfaces Painting	\$ -	\$ -	\$ -	\$ -	\$ 115,000
W 25.0	Well No. 4 Reservoir Exterior Surfaces Painting	\$ -	\$ -	\$ -	\$ -	\$ 200,000
W 30.0	Well No. 5 Water System Improvements	\$ 520,000	\$ -	\$ -	\$ -	\$ -
Distribution						
W 16.0	N.1st Place Water Line Replacement	\$ 800,000	\$ -	\$ -	\$ -	\$ -
W 17.0	W. Orchard Avenue Water Line Replacement	\$ -	\$ -	\$ -	\$ 1,100,000	\$ -
W 19.0	E. Highland Avenue Water Line Replacement	\$ -	\$ -	\$ 1,280,000	\$ -	\$ -
W 20.0	E. Gladys Avenue and E. Main Street Water Line Replacement	\$ -	\$ 1,800,000	\$ -	\$ -	\$ -
W 21.0	View Drive Booster Pump Station Upgrades	\$ -	\$ -	\$ -	\$ 750,000	\$ -
W 28.0	Highland Booster Pump Station and Pressure Zone Reconfiguration	\$ -	\$ -	\$ 1,100,000	\$ -	\$ -
Water Reserve						
W 18.0	Residential Water Meter Replacement	\$ -	\$ -	\$ 150,000	\$ 150,000	\$ -
Water Total		\$ 2,540,000	\$ 1,800,000	\$ 2,530,000	\$ 2,000,000	\$ 330,000



CITY OF
HERMISTON, OREGON
CAPITAL IMPROVEMENTS PLAN UPDATE
FUTURE VALUE - WATER
PROJECT SUMMARY

**TABLE
1**



Project Number:	W 8.0
Project Name:	Well No. 6 Backup Generator
Fund:	Water
Subcategory:	Supply
Estimated Cost:	\$380,000
Fiscal Year:	2022-23

Project Description:

The project will provide a natural gas generator sized to provide backup power for pumping and control systems at the Well No. 6 site. The project includes development of a concrete pad for the generator, electrical systems that will include an automatic transfer switch and control systems, and engineering/permitting.

Project Justification:

Well No. 6 is a primary well and the only well available that has the ability to provide minimal water supply to the entire City during a power outage. Additionally, this pump directly serves critical infrastructure that includes the industrial area, including the Walmart Distribution Center, the Eastern Oregon Higher Education Center, Pioneer Seed, and the Eastern Oregon Trade and Event Center. A backup generator is needed to ensure the well can operate during a power outage.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 8.0	Water Fund	\$380,000	2022-23
Total for Fiscal Year		\$380,000	



Project Number:	W 9.0
Project Name:	Well No. 6 Chlorination System Structure
Fund:	Water
Subcategory:	Supply
Estimated Cost:	\$450,000
Fiscal Year:	2022-23

Project Description:

The project will construct a block structure approximately 10 feet by 30 feet in size. The size of the structure will need to be verified during design. The project will include construction of a new chlorine building, ventilation system, chlorination system, chlorine scales, chlorine emergency alarms, and safety equipment.

Project Justification:

The chlorine room at Well No. 6 is too small (5 feet by 8 feet) for its current use, and the structure is fiberglass with a concrete floor. When originally constructed, the structure was occasionally used for chlorination equipment storage. Today, the chlorine room is in constant use and has been damaged during the exchange of heavy chlorine cylinders. A larger building will allow more efficient operation of the well and improved safety for staff handling chlorine cylinders.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 9.0	Water Fund	\$450,000	2022-23
Total for Fiscal Year		\$450,000	



Project Number:	W 10.0
Project Name:	Well No. 4 Control System
Fund:	Water
Subcategory:	Supply
Estimated Cost:	\$390,000
Fiscal Year:	2022-23

Project Description:

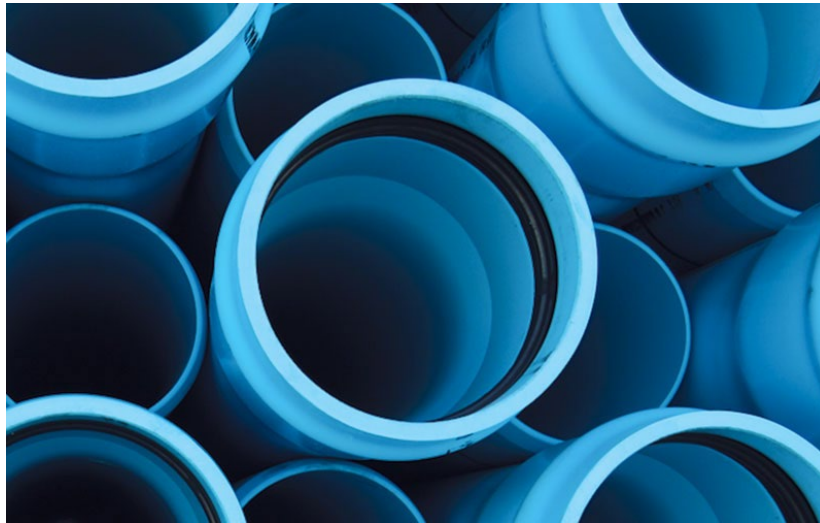
The project will install a variable frequency drive unit to control the Well No. 4 pump motor. The variable frequency drive unit, which controls the pump motor and is a type of adjustable speed drive, will reduce wear and tear on the pump motor and reduce electrical costs associated with operation of the pump. Work will also replace all piping within the pump house and will install new valves, flowmeters, and pressure gauges. Work at the station will include removal of all old electrical systems that are no longer functional or utilized.

Project Justification:

The 2,500-gallon per minute Well No. 4 pumping system was designed in the 1960s and is obsolete. The control system is unreliable and inefficient, and the piping system has been disassembled, allowing parts to be utilized for other system repairs throughout the years, making the pumping system difficult to maintain. The station experiences large pressure fluctuations, and operational controls currently utilize a Cla-Val pump control valve that is a challenge to configure. The pump house needs to be updated to ensure system reliability and that the pumping system is operational during peak demands. Improvements to the well pump and well column piping were completed in 2013, so no improvements to these components are anticipated.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 10.0	Water Fund	\$390,000	2022-23
Total for Fiscal Year		\$390,000	



Project Number:	W 16.0
Project Name:	N. 1st Place Water Line Replacement
Fund:	Water
Subcategory:	Distribution
Estimated Cost:	\$800,000
Fiscal Year:	2022-23

Project Description:

The project will include replacing approximately 3,800 linear feet of existing water mains on N. 1st Place between W. Hermiston Avenue and W. Elm Street. The existing undersized water line will be replaced with new 12-inch ductile iron pipe within the roadway. Tees, valves, hydrants, and water service lines will be replaced within the project area. The project may need temporary water services to provide water to local residents during construction.

Project Justification:

This project will eliminate failing, deteriorating and undersized lines, reduce repair work, and improve public safety. Sections of the water distribution system within the project area were installed in the 1920s using steel pipe. The proposed pipe replacements will remove some of the oldest pipes within the City water system.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 16.0	Water Fund	\$800,000	2022-23
Total for Fiscal Year		\$800,000	



Project Number:	W 17.0
Project Name:	W. Orchard Avenue Water Line Replacement
Fund:	Water
Subcategory:	Distribution
Estimated Cost:	\$1,110,000
Fiscal Year:	2025-26

Project Description:

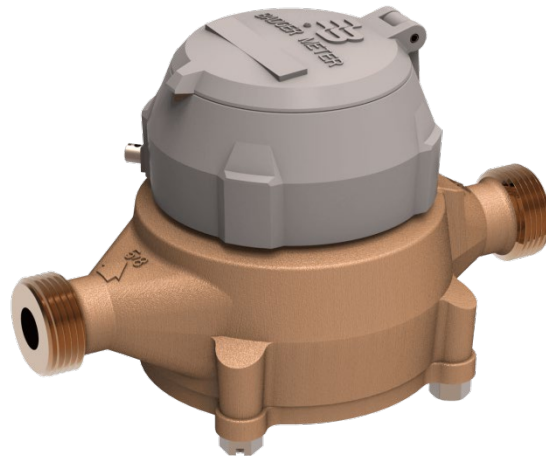
The project will include replacing approximately 3,200 linear feet of existing water main line along W. Orchard Avenue between S.W. 7th Street and S.W. 11th Street and a small portion along S.W. 9th Street between W. Orchard Avenue and W. Juniper Avenue. The existing undersized water lines will be replaced with new 8-inch ductile iron pipe within the roadway. Tees, valves, hydrants, and water service lines will be replaced within the project area. The project may need temporary water services to provide water to local residents during construction.

Project Justification:

This project will eliminate failing, deteriorating and undersized lines, reduce repair work, and improve public safety. Sections of the water distribution system within the project area were installed in the 1920s using steel pipe. Proposed pipe replacements will remove some of the oldest pipes within the City water system.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 17.0	Water Fund	\$1,110,000	2025-26
Total for Fiscal Year		\$1,110,000	



Project Number:	W 18.0
Project Name:	Residential Water Meter Replacement
Fund:	Water
Subcategory:	Water Reserve
Estimated Cost:	\$300,000
Fiscal Year:	2024-25 to 2025-26

Project Description:

Replace existing water meters with new cellular read water meters throughout the water system. Meters will be purchased in bulk quantities and installed by either the City or a contractor hired through a public bid process. To fund future meter replacements, reserve deposits will be made annually to ensure funds are available.

Project Justification:

Residential water meters have a typical lifespan of ten years, and this project establishes reserves for future replacement of the City’s water meters. Water meters provide information associated with water usage, help determine water loss across the water system, and serve as the basis for the water utility’s recurring revenue. Residential water meter replacement economics show that replacement meters can minimize revenue loss as when meters age, the water meters typically under-record water usage.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 18.0	Water Fund	\$150,000	2024-25
W 18.0	Water Fund	\$150,000	2025-26
Total for Fiscal Year		\$300,000	



Project Number:	W 19.0
Project Name:	E. Highland Avenue Water Line Replacement
Fund:	Water
Subcategory:	Distribution
Estimated Cost:	\$1,280,000
Fiscal Year:	2024-25

Project Description:

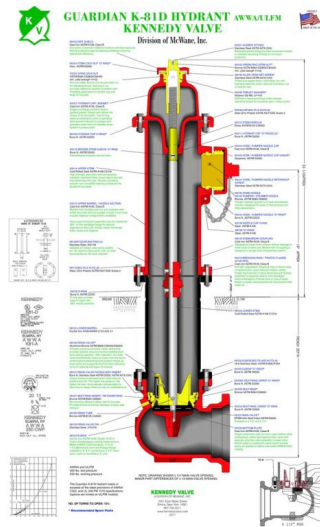
The project will include replacing the water main in E. Highland Avenue between S.E. 6th and S.E. 10th Streets. Work will include a study to review improvement options, which may include modifying the pressure zone boundary. The existing water line will be replaced with new ductile iron pipe within the roadway. The relocation/replacement of pressure reducing valves between the two pressure zones in this area may also be required to increase water pressure for residents. Tees, valves, and water service lines will be replaced within the project area. The project may need temporary water services to provide water to local residents during construction.

Project Justification:

The project will include replacing the water main and/or the relocation of pressure reducing valves in E. Highland Avenue. This area, which is near the boundary of two pressure zones within the City, has historical pressure problems that are on the verge of not meeting state minimum pressure requirements (20 pounds per square inch). The project will improve water pressures within the immediate area and improve water circulation.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 19.0	Water Fund	\$1,280,000	2024-25
Total for Fiscal Year		\$1,280,000	



Project Number:	W 20.0
Project Name:	E. Gladys Avenue and E. Main Street Water Line Replacement
Fund:	Water
Subcategory:	Distribution
Estimated Cost:	\$1,800,000
Fiscal Year:	2023-24

Project Description:

The project will include replacing approximately 4,400 linear feet of existing water main line along E. Gladys Avenue between N.E. 3rd Street and N.E. 7th Street and along E. Main Street between N.E. 5th Street and N.E. 9th Street. Two other small portions of pipe on E. Hurlburt and S.E. 7th Streets will also be replaced. The existing water line will be replaced with new 6-inch and 12-inch ductile iron pipe within the roadway. Tees, valves, and old cast iron water service lines will be replaced within the project area. The project may need temporary water services to provide water to local residents during construction.

Project Justification:

This will eliminate failing, deteriorating and undersized lines, reduce repair work, and improve public safety. Sections of the water distribution system within the project area were installed in the 1920s using steel pipe. Proposed pipe replacements will remove some of the oldest pipes within the City water system.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 20.0	Water Fund	\$1,800,000	2023-24
Total for Fiscal Year		\$1,800,000	



Project Number:	W 21.0
Project Name:	View Drive Booster Pump Station Upgrades
Fund:	Water
Subcategory:	Supply
Estimated Cost:	\$750,000
Fiscal Year:	2025-26

Project Description:

The project will include reconstructing the pump station. The new pump station will be located in an aboveground structure to avoid confined space entry regulations and provide sufficient room for operation and maintenance activities and room for future growth. The project will potentially require property acquisition to develop the facility. Pumps will be resized to ensure they will be able to meet demands within the service area as the service area expands with development. In addition, the pumps will be sized to ensure backup service to Well No. 6 can be supported. Work will include construction of new pumps, valving, control systems, electrical systems, and a structure. Work will need to include accommodations to supply the pressure zone with water during construction. The need for this project should also be evaluated with the potential implementation of projects W 26.0 and W 27.0 discussed herein.

Project Justification:

The booster pump station at View Drive is underground, undersized, and obsolete. Originally installed in the 1980s, it has become unreliable due to age. The replacement booster pump station would be designed so it can be expanded in the event that population growth exceeds projections. The View Drive Booster Pump Station provides backup for Well No. 6 and serves industrial areas, the Eastern Oregon Higher Education Center, Walmart distribution center, Pioneer Seed, and the Eastern Oregon Trade and Event Center.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 21.0	Water Fund	\$750,000	2025-26
Total for Fiscal Year		\$750,000	



Project Number:	W 22.0
Project Name:	Chlorination Scales
Fund:	Water
Subcategory:	Supply
Estimated Cost:	\$15,000
Fiscal Year:	2026-27

Project Description:

The project will install new digital chlorine scales at each well site. Work will be completed by City crews.

Project Justification:

The chlorination scales at each well site are old and inaccurate. Replacement of the scales is necessary to ensure chlorine tanks are replaced prior to running out of gas.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 22.0	Water Fund	\$15,000	2026-27
Total for Fiscal Year		\$15,000	



Project Number:	W 24.0
Project Name:	Well No. 6, Reservoir No. 2 Exterior Surfaces Painting
Fund:	Water
Subcategory:	Storage
Estimated Cost:	\$115,000
Fiscal Year:	2026-27

Project Description:

The project will include painting all reservoir exterior surfaces. To paint reservoir exterior surfaces, the reservoir may need to be drained to ensure the paint cures properly depending on the time of the year the project occurs. The project will require exterior surfaces be sandblasted to remove all contamination and rust. Following surface preparation, the reservoir would be primed and finish coats of paint applied and tested to ensure the application paint thickness meets manufacturer and/or Engineer-specified thickness.

Project Justification:

The Well No. 6, Reservoir No. 2 needs to be repainted to minimize further corrosion of the steel plates from which the reservoir was constructed. The reservoir was last painted in 1996 and has visible deterioration. The reservoir color is also recommended to be changed to prevent pheasants from flying into the reservoir.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 24.0	Water Fund	\$115,000	2026-27
Total for Fiscal Year		\$115,000	



Project Number:	W 25.0
Project Name:	Well No. 4 Reservoir Exterior Surfaces Painting
Fund:	Water
Subcategory:	Supply
Estimated Cost:	\$200,000
Fiscal Year:	2026-27

Project Description:

The project will include painting all reservoir exterior surfaces. To paint reservoir exterior surfaces, the reservoir may need to be drained to ensure the paint cures properly depending on the time of year the project occurs. The project will require exterior surfaces be sandblasted to remove all contamination and rust. Following surface preparation, the reservoir would be primed and finish coats of paint applied and tested to ensure the application paint thickness meets manufacturer and/or Engineer-specified thickness.

Project Justification:

The Well No. 4 Reservoir needs to be repainted to minimize future corrosion of the steel plates from which the reservoir was constructed. The reservoir was last painted in approximately 1987 and has visible deterioration. A new protective coating will help prevent the reservoir from rusting.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 25.0	Water Fund	\$200,000	2026-27
Total for Fiscal Year		\$200,000	



Project Number:	W 28.0
Project Name:	Highland Booster Pump Station and Pressure Zone Reconfiguration
Fund:	Water
Subcategory:	Distribution
Estimated Cost:	\$1,100,000
Fiscal Year:	2024-25

Project Description:

The project will include the installation of a new booster pump station in an aboveground structure. Utilities will be brought to the site. The booster pump station will be complete with new pumps, controls and instrumentation, piping, valves, heating, air conditioning, etc. Work will also include installation of approximately 1,000 feet of 12-inch ductile iron water line and several silent check valves in vaults to create a new pressure zone.

Project Justification:

The water system along E. Highland Avenue in the proposed pressure zone has historical pressure problems that are on the cusp of not meeting state minimum pressure requirements (20 pounds per square inch). The project will improve water pressures within this problematic area. In addition, the new booster pump station will enable new water mains to be installed with adequate service pressure to the south and east of currently developed areas, encouraging further development of the area.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 28.0	Water Fund	\$1,100,000	2024-25
Total for Fiscal Year		\$1,100,000	



Project Number:	W 30.0
Project Name:	Well No. 5 Water System Improvements
Fund:	Water
Subcategory:	Supply
Estimated Cost:	\$520,000
Fiscal Year:	2022-23

Project Description:

Work will include installation of a new deep well pump, replacement of three booster pump motors, and associated electrical and controls improvements, including variable frequency drives.

Project Justification:

Well No. 5 has become the City’s primary water source in recent years. The current pumping capacity is less than the water right associated with Well No. 5. The project will increase pumping capacity to allow the City to perfect its water right for the full 5,000 gallons per minute instantaneous flow allocation. The well source provides water to the main pressure zone, which is the baseline for all water distribution within the City’s water service area.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 30.0	Water Fund	\$520,000	2022-23
Total for Fiscal Year		\$520,000	

Recycled Water Department

The capital improvements list for the Recycled Water Department is based on replacement/renewal/ repair projects completed and operational knowledge of the system provided during the completion of the Sewer Collection System Master Plan prepared in fiscal year 2020-2021. In general, the City's sewer system consists of:

- Miles of Pipe Approximately 80
- Manhole Structures Approximately 1,520
- Design Service Population of Recycled Water Treatment Plant 27,586
- Recycled Water Discharge Point West Extension Irrigation District
- Sanitary Lift Stations 9

Proposed projects are based on "increased-capacity" projects where upgrades are required to accommodate growth and "replacement" projects for collection system components that have deteriorated past the reasonable point of repair. When upgrading a system component, the project is sized to accommodate growth, reduce infiltration and inflow of stormwater and groundwater into the system, and to repair identified deficiencies in older collection system components.

Table 2 provides an overview of the proposed sewer system projects, anticipated financial expenditures, and the proposed fiscal year of each improvement. Figure 3 provides maps showing the physical locations of proposed sewer system improvements throughout the City.

**City of Hermiston, Oregon
Capital Improvements Plan Update
Future Value - Recycled Water Project Summary**

Project No.	Project	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
Collection						
S 9.0	Lift Station No. 5 Wetwell Upgrades	\$ 100,000	\$ -	\$ -	\$ -	\$ -
S 10.0	E. Evelyn Avenue Gravity Sewer Line Replacement	\$ -	\$ 380,000	\$ -	\$ -	\$ -
S 11.0	Lift Station No. 4 Reconstruction	\$ 600,000	\$ -	\$ -	\$ -	\$ -
S 12.0	McDonald's and U.S. Highway 395 Gravity Sewer Line Replacement	\$ 250,000	\$ -	\$ -	\$ -	\$ -
S 14.0	N.E. 7th Street Gravity Sewer Line Replacement	\$ -	\$ 300,000	\$ -	\$ -	\$ -
S 15.0	Decommission Lift Station No. 3	\$ 1,600,000	\$ -	\$ -	\$ -	\$ -
S 16.0	Lift Station No. 7 Reconstruction	\$ -	\$ 610,000	\$ -	\$ -	\$ -
S 24.0	Victory Square Park Gravity Sewer Line Replacement	\$ -	\$ -	\$ 230,000	\$ -	\$ -
S 26.0	Lift Station No. 1 Electrical Upgrades	\$ -	\$ -	\$ -	\$ -	\$ 180,000
Treatment						
S 25.0	Recycled Water Treatment Plant Chlorination Improvements	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000
Sewer Reserve						
S 22.0	Recycled Water Treatment Plant Membrane Filter Savings and Replacement		\$ 100,000	\$ 100,000	\$ 1,000,000	\$ -
S 23.0	Recycled Water Treatment Plant Pump and Motor Savings and Replacement	\$ 150,000	\$ 30,000	\$ 700,000		
Recycled Water Total		\$ 2,700,000	\$ 1,420,000	\$ 1,030,000	\$ 1,000,000	\$ 1,380,000



CITY OF
HERMISTON, OREGON
CAPITAL IMPROVEMENTS PLAN UPDATE
FUTURE VALUE - RECYCLED WATER
PROJECT SUMMARY

**TABLE
2**



Project Number:	S 9.0
Project Name:	Lift Station No. 5 Wetwell Upgrades
Fund:	Recycled Water
Subcategory:	Collection
Estimated Cost:	\$100,000
Fiscal Year:	2022-23

Project Description:

The project will include mechanical system painting and the repair and sealing of concrete surfaces. The recently installed drop bowl minimizes the impacts from inflows landing directly on the top of the pumps, a reduction in suspended air in the water, and a reduction in the off-gassing of hydrogen sulfide. The painting and sealing improvements will repair damage to the facility. To complete this work, bypass pumping will need to be installed and maintained during construction.

Project Justification:

Lift Station No. 5 is one of the City’s newer lift stations. The existing lift station has experienced paint flaking on the pumps and hydrogen sulfide corrosion on interior surfaces from the raw sewage. Without upgrades, the mechanical equipment will need premature replacement. Recoating the wetwell will prevent corrosion, protect the wetwell’s integrity, and prolong the wetwell’s life expectancy.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 9.0	Recycled Water Fund	\$100,000	2022-23
Total for Fiscal Year		\$100,000	



Project Number:	S 10.0
Project Name:	E. Evelyn Avenue Gravity Sewer Line Replacement
Fund:	Recycled Water
Subcategory:	Collection
Estimated Cost:	\$380,000
Fiscal Year:	2023-24

Project Description:

The project will include replacing 650 linear feet of the existing sanitary sewer line located in E. Evelyn Avenue beginning at S.E. 8th Street and extending east to S.E. 9th Street. A design report will need to be developed to evaluate alternatives associated with relocation of the existing main located in the backyards of residences along the project route, including installation of a bypass line to be located within the roadway that will maintain the existing line and/or installation of a liner within the existing piping system. Work may include installation of new polyvinyl chloride sewer pipe and new precast manholes within the project limits. Included in the work to replace the sewer line is full-width roadway paving, traffic control measures, high groundwater mitigation, and sewage bypass pumping.

Project Justification:

The existing sewer line lacks the capacity needed to provide expanding service to the Eastern Oregon Trade and Event Center and the Cook Industrial Area. Replacing the sewer line will ensure development within these areas will not be limited by the existing 8- and 10-inch asbestos concrete pipes.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 10.0	Recycled Water Fund	\$380,000	2023-24
Total for Fiscal Year		\$380,000	



Project Number:	S 11.0
Project Name:	Lift Station No. 4 Reconstruction
Fund:	Recycled Water
Subcategory:	Collection
Estimated Cost:	\$600,000
Fiscal Year:	2022-23

Project Description:

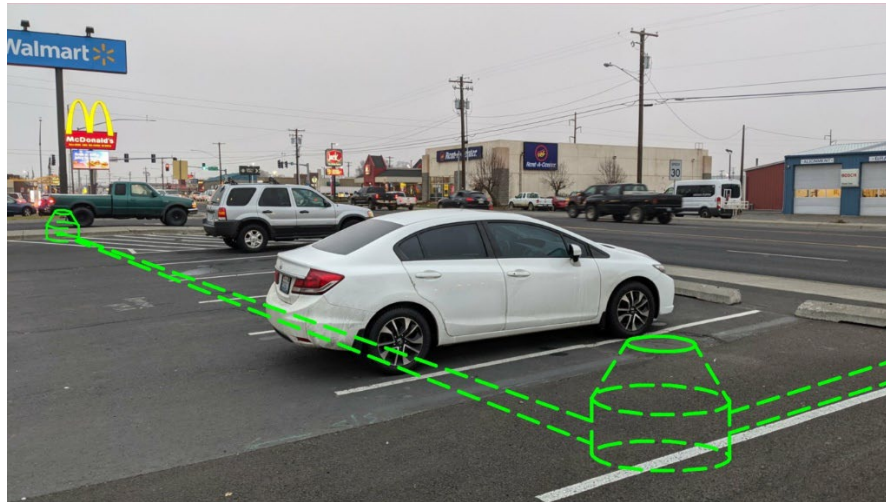
This project will include a well structure, duplex pumps, pump slide rails, ventilation system, internal piping, and electrical and control system upgrades. The design of bypass pumping during construction will need to be analyzed during the design and may dictate the need for additional property to site the new pump chamber. An odor control system will need to be implemented as the facility is within a developed area.

Project Justification:

Lift Station No. 4 is an older pump station built in approximately 1981 and, as such, the submersible duplex pump station has experienced corrosion on metal elements and the physical brick structure. Replacement of the shallow wetwell will increase capacity, eliminate porous brick, and safeguard the environment. Ventilation of the structure is poor, and electrical systems need to be updated.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 11.0	Recycled Water Fund	\$600,000	2022-23
Total for Fiscal Year		\$600,000	



Project Number:	S 12.0
Project Name:	McDonald's and U.S. Highway 395 Gravity Sewer Line Replacement
Fund:	Recycled Water
Subcategory:	Collection
Estimated Cost:	\$250,000
Fiscal Year:	2022-23

Project Description:

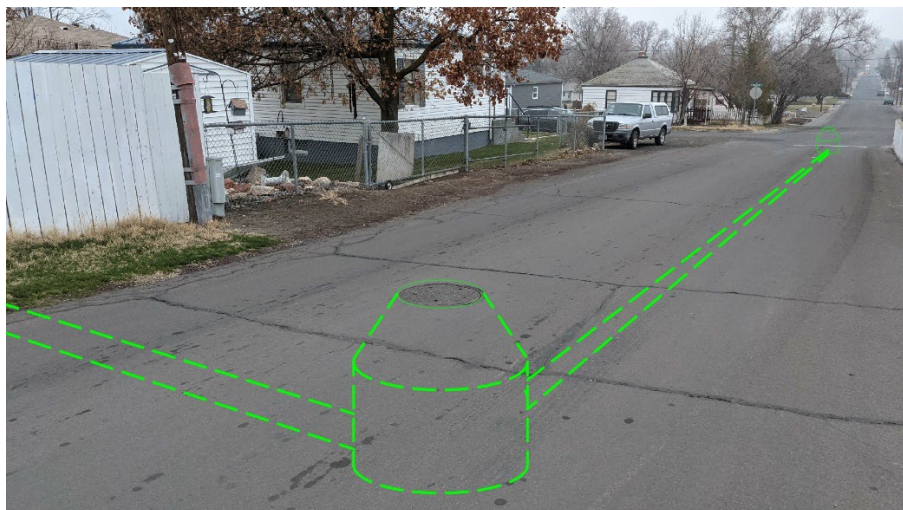
The project will include installation by trenching methods of approximately 700 feet of new polyvinyl chloride sewer line north of McDonald's. Another section of existing pipe, located beneath U.S. Highway 395, will also need replaced or repaired. The pipe bursting method will likely be used to replace this section of pipe to minimize surface restoration and traffic disruption and improve Contractor safety during installation.

Project Justification:

joint. Pipe failure and deterioration is causing pipe blockage and requires the City to clean this line monthly. Additionally, pipe failure may be allowing sewage to exfiltrate into the surrounding soil. The proposed new sewer lines would eliminate current monthly maintenance costs and provide watertight lines to protect existing groundwater resources from contamination.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 12.0	Recycled Water Fund	\$250,000	2022-23
Total for Fiscal Year		\$250,000	



Project Number:	S 14.0
Project Name:	N.E. 7th Street Gravity Sewer Line Replacement
Fund:	Recycled Water
Subcategory:	Collection
Estimated Cost:	\$300,000
Fiscal Year:	2023-24

Project Description:

The project will include installation by conventional trenching methods of approximately 600 feet of new polyvinyl chloride sewer line on N.E. 7th Street from E. Fay Avenue (Manhole E10-19 to E10-13) to midway between E. Sunset Drive and E. Ridgeway Avenue. A second section of pipe located in between E. Sunset Drive and E. Ridgeway Avenue from N.E. 7th Street to N.E. 8th Place (Manhole E10-20 to E10-19) will also be replaced by trenching methods. The second section of pipe is located along back property lines and will likely require substantial fence restoration.

Project Justification:

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

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 14.0	Recycled Water Fund	\$300,000	2023-24
Total for Fiscal Year		\$300,000	

S 15.0



Project Number:	S 15.0
Project Name:	Decommission Lift Station No. 3
Fund:	Recycled Water
Subcategory:	Collection
Estimated Cost:	\$1,600,000
Fiscal Year:	2022-23

Project Description:

The project will include decommissioning Lift Station No. 3 and installing new gravity mains to reconfigure sewer flows. Traffic control elements will need to be developed during the design phase, with the station being located under U.S. Highway 395.

Design elements will need to include an evaluation of extending a gravity sewer line to Lift Station No. 6. Lift Station No. 6 is also in poor shape and requires an upgrade to accommodate future growth. The extension of a gravity line from Lift Station No. 6 to Lift Station No. 3 and a crossing under the Union Pacific Railroad tracks may be more cost effective than replacing both lift stations independently.

Project Justification:

Lift Station No. 3 is an older pump station built in approximately 1981 and located under U.S. Highway 395. The existing submersible duplex pumps and electrical systems need to be replaced. In addition, access to the wetwell is a safety concern because it is located beneath U.S. Highway 395.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 15.0	Recycled Water Fund	\$1,600,000	2022-23
Total for Fiscal Year		\$1,600,000	



Project Number:	S 16.0
Project Name:	Lift Station No. 7 Reconstruction
Fund:	Recycled Water
Subcategory:	Collection
Estimated Cost:	\$610,000
Fiscal Year:	2023-24

Project Description:

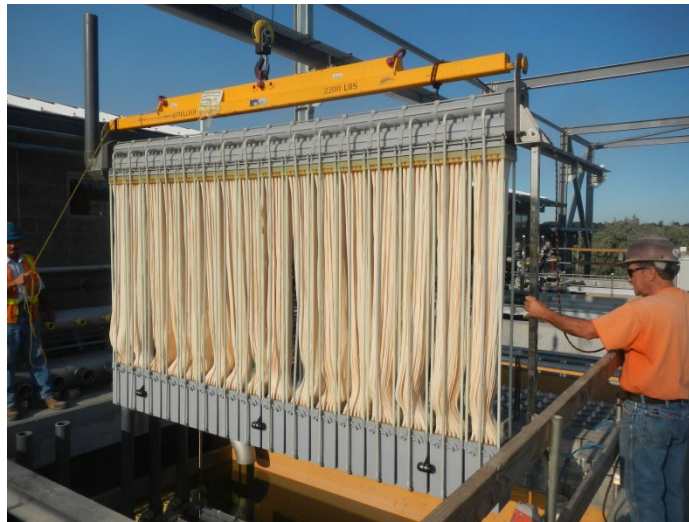
The project will include installing duplex pumps and upgraded electrical and control systems. The project will replace existing mechanical pumps, rails, and valving systems. The roof structure will be replaced with a traffic-rated lid integrated into the sidewalk. Wetwell storage capacity may need to be increased based on growth predictions within the service area.

Project Justification:

Lift Station No. 7 is an older pump station built in approximately 1981. The existing submersible duplex pumps and electrical systems need to be replaced.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 16.0	Recycled Water Fund	\$610,000	2023-24
Total for Fiscal Year		\$610,000	



Project Number:	S 22.0
Project Name:	Recycled Water Treatment Plant Membrane Filter Replacement
Fund:	Recycled Water
Subcategory:	Treatment
Estimated Cost:	\$1,200,000 (Total Reserve Deposits)
Fiscal Year:	2023-24 to 2025-26

Project Description:
Installation of new membrane filter cassettes at the recycled water treatment plant will be completed as part of the project. The cassettes will be a sole source acquisition to facilitate installation within existing equipment in the recycled water treatment plant. A total of 44 cassettes are part of the recycled water treatment plant. The existing cassettes manufactured by Evoqua will need to be replaced to ensure the recycled water treatment plant can meet Oregon Department of Environmental Quality discharge permit requirements.

Project Justification:
Membrane filter cassettes are expected to provide service for approximately 10 years. Since replacement will be required in a single event, it is necessary to save money annually so funds are available to replace the cassettes when their expected life is reached at 10 years of age (\$1,000,000). Cassettes need to be replaced on a regular schedule to prevent cassette fouling, which could ultimately lead to operational issues and permit noncompliance.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 22.0	Recycled Water Fund	\$100,000	2023-24
S 22.0	Recycled Water Fund	\$100,000	2024-25
S 22.0	Recycled Water Fund	\$1,000,000	2025-26
Total for Fiscal Year		\$1,200,000	



Project Number:	S 23.0
Project Name:	Recycled Water Treatment Plant Pump and Motor Replacement
Fund:	Recycled Water
Subcategory:	Treatment
Estimated Cost:	\$880,000 (Total Reserve Deposits)
Fiscal Year:	2022-23 to 2024-25

Project Description:

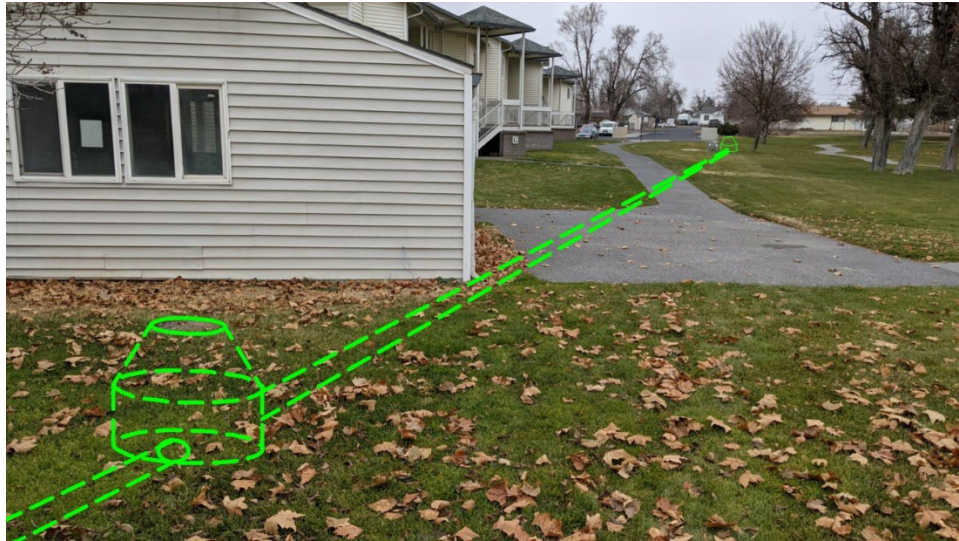
The project will include installing new pumps and motors at the recycled water treatment plant. Upgrades will be required to the primary screens, raw water pumps (two), mechanical mixers (nine), aeration blowers (four), membrane bioreactor feed pumps (nine), chlorine injector pumps (two), metering systems (four), irrigation pumps (four), aeration blower/mixer (four), and various recirculation pumps. There are approximately 67 different pumps, motors, and mechanical elements that will need replaced during their 20-year service life.

Project Justification:

Pumps and motors at the recycled water treatment plant are expected to provide service for approximately 10 to 20 years. Most equipment was installed during facility upgrades completed in 2014, although several pumps were last upgraded in 1981. Since replacement will be required in a relatively small window, it is necessary to save money annually so funds are available to replace a total of approximately 67 different pumps, motors, and mechanical elements within the recycled water treatment plant when their expected life is reached.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 23.0	Recycled Water Fund	\$150,000	2022-23
S 23.0	Recycled Water Fund	\$30,000	2023-24
S 23.0	Recycled Water Fund	\$700,000	2024-25
Total for Fiscal Year		\$880,000	



Project Number:	S 24.0
Project Name:	Victory Square Park Gravity Sewer Line Replacement
Fund:	Recycled Water
Subcategory:	Collection
Estimated Cost:	\$230,000
Fiscal Year:	2024-25

Project Description:

The project will include installation by conventional trenching methods of approximately 310 feet of new polyvinyl chloride sewer line east of Foxwood Apartments in Liberty Square Park (Manhole W9-46 to W9-47) and approximately 250 feet in W. Madrona Avenue (Manhole W9-37 to W9-40).

Project Justification:

This line has large sags, abrupt changes in pipe slope, and sidewall deterioration. The sewer pipe is likely near capacity during high flow periods because of the large sags. A new sewer line would prevent any exfiltration from contaminating groundwater resources and increase pipe capacity. Eliminating pipe deficiencies would enable the City to save maintenance costs by removing the line from the monthly cleaning schedule.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 24.0	Recycled Water Fund	\$230,000	2024-25
Total for Fiscal Year		\$230,000	



Project Number:	S 25.0
Project Name:	Recycled Water Treatment Plant Chlorination Improvements
Fund:	Recycled Water
Subcategory:	Treatment
Estimated Cost:	\$1,200,000
Fiscal Year:	2026-27

Project Description:

The project will replace existing gas chlorine treatment equipment at the recycled water treatment plant. Disinfection required to meet existing operating permit conditions will be completed using ultraviolet light.

Project Justification:

The City’s draft National Pollutant Discharge Elimination System Permit renewal document sets new limits on discharging chlorine byproducts on the treatment plant effluent, which are not achievable gas chlorination methods are continued to be used.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 25.0	Recycled Water Fund	\$1,200,000	2026-27
Total for Fiscal Year		\$1,200,000	



Project Number:	S 26.0
Project Name:	Lift Station No. 1 Electrical Upgrades
Fund:	Recycled Water
Subcategory:	Collection
Estimated Cost:	\$180,000
Fiscal Year:	2026-27

Project Description:

The project will install new electrical switchgear to replace equipment that has reached the end of its service life.

Project Justification:

Extensive work has occurred in the past few years at this facility, including pump upgrades, backup power generation, and improved ventilation systems while leaving the old electrical gear in place. Electrical parts fail from time and exposure, and many parts become difficult or impossible to obtain when repairs are needed. To avoid spills and associated environmental consequences, it is necessary to replace the current obsolete electrical equipment.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 26.0	Recycled Water Fund	\$180,000	2026-27
Total for Fiscal Year		\$180,000	

Street Department

The capital improvements list for the Street Department is based on the 1999 Transportation System Plan last updated in 2015, replacement/renewal/repair projects completed, and knowledge of the system provided by the Street Department staff. In general, the City’s street system consists of:

- Roadway Centerline Miles Approximately 81
- Bridges/Box Culverts 5
- Stormwater Lift Stations 3
- Traffic Signals 6

The Capital Improvements Plan projects identified by this department include street rehabilitation, street beautification, street widening, intersection safety improvements, pedestrian improvements, new streets, and box culverts.

Table 3 provides an overview of the proposed street system projects, anticipated financial expenditures, and the proposed fiscal year of each improvement. Figure 4 shows the physical locations of proposed system improvements throughout the City.

**City of Hermiston, Oregon
Capital Improvements Plan Update
Future Value - Street Project Summary**

Project No.	Project	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
Street Projects						
ST 4.0	N.W. Geer Road, W. Harper Road, and N. 1st Place Realignment	\$ -	\$ -	\$ 1,410,000	\$ -	\$ -
ST 5.0	W. Theater Lane Widening	\$ -	\$ -	\$ -	\$ -	\$ 600,000
ST 6.0	N. 1st Place Roadway Improvements	\$ 4,100,000	\$ -	\$ -	\$ -	\$ -
ST 21.0	Arterial/Collector Sidewalk Infill	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
ST 22.0	E. Penney Avenue (S.E. Kelli Boulevard to U.S. Highway 395)	\$ 995,000	\$ -	\$ -	\$ -	
ST 24.0	E. Gettman Road Construction (S. 1st Street to U.S. Highway 395) Right-of-Way Plan	\$ 100,000				
ST 26.0	E. Hurlburt Avenue and S.E. 2nd Street Parking Lot Reconstruction	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Street Total		\$ 5,225,000	\$ 30,000	\$ 1,440,000	\$ 30,000	\$ 930,000



CITY OF
HERMISTON, OREGON
CAPITAL IMPROVEMENTS PLAN UPDATE
FUTURE VALUE - STREET
PROJECT SUMMARY

**TABLE
3**



Project Number:	ST 4.0
Project Name:	N.W. Geer Road, W. Harper Road, and N. 1st Place Realignment
Fund:	Street
Subcategory:	
Estimated Cost:	\$1,410,000
Fiscal Year:	2024-25

Project Description:

The project will include the abandonment of the existing intersection of N.W. Geer Road, W. Harper Road, and N. 1st Place. The project will realign the intersection on N. 1st Place further to the north to allow for a larger traffic queue at the railroad grade crossing, while matching critical roadway and sidewalk elevations. The N. 1st Place intersection will be realigned to develop improved access to property east of N. 1st Place. Work will restore centerline stripes and crosswalks and adjust all roadway monumentation and manholes/catch basins. Work will need to be coordinated with Union Pacific Railroad, City Water and Recycled Water Departments, and external utility providers to ensure all underground utility work is completed concurrently.

Project Justification:

N.W. Geer Road, W. Harper Road, and N. 1st Place need to be reconstructed to improve traffic and pedestrian movements at the N. 1st Place intersection and to improve connectivity to property east of N. 1st Place. In addition, the repair is needed to eliminate extensive patching and depressed areas from traffic and development activity.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 4.0	Street Fund	\$1,410,000	2024-25
Total for Fiscal Year		\$1,410,000	



Project Number:	ST 5.0
Project Name:	W. Theater Lane Widening
Fund:	Street
Subcategory:	
Estimated Cost:	\$300,000
Fiscal Year:	2023-24

Project Description:

The project will include the widening of W. Theater Lane from 1st Street to N.W. Eucalyptus Drive. The project will extend curb, gutter, and sidewalk on the south side of the roadway and improve the intersection of W. Theater Lane and N.W. Geer Road. Americans with Disabilities Act ramps within the project area will be upgraded to match current Americans with Disabilities Act standards. Work will restore centerline stripes and crosswalks and adjust all roadway monumentation and manholes/catch basins.

Project Justification:

W. Theater Lane needs to be widened to realign the roadway centerline and improve the intersection with N.W. Geer Road, extend sidewalks, and create a road section that can support future traffic volumes. The roadway serves as critical conveyance route in the northwest quadrant of the City.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 5.0	Street Fund	\$300,000	2023-24
Total for Fiscal Year		\$300,000	



Project Number:	ST 6.0
Project Name:	N. 1st Place Roadway Improvements
Fund:	Street
Subcategory:	
Estimated Cost:	\$4,100,000
Fiscal Year:	2022-23

Project Description:

The project will include the redevelopment of N. 1st Place from W. Hermiston Avenue extending north to W. Elm Avenue. The project is critical to the community as it develops a secondary north/south arterial on the west side of the railroad tracks. The project will rebuild the existing drive and turn lanes; install curb, gutter, and sidewalks; develop drainage; delineate parking; and restrict access to the roadway through development of formal driveways. Americans with Disabilities Act ramps will be developed that meet current Americans with Disabilities Act standards. Work will need to be coordinated with City Water and Recycled Water Departments and external utility providers to ensure all underground utility work is completed concurrently.

Project Justification:

N. 1st Place needs to be reconstructed to develop a secondary north/south arterial. The existing roadway surface has both longitudinal/transverse cracking, no sidewalks, and unrestricted access to the roadway from parking and undeveloped areas. Roadway improvements are required to prevent premature failure of the roadway and ensure the roadway is functional for the community and businesses in the area.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 6.0	Street Fund	\$4,100,000	2022-23
Total for Fiscal Year		\$4,100,000	



Project Number:	ST 21.0
Project Name:	Arterial/Collector Sidewalk Infill
Fund:	Discretionary General Fund Contribution
Subcategory:	
Estimated Cost:	\$30,000 per year
Fiscal Year:	2022-23 to TBD

Project Description:

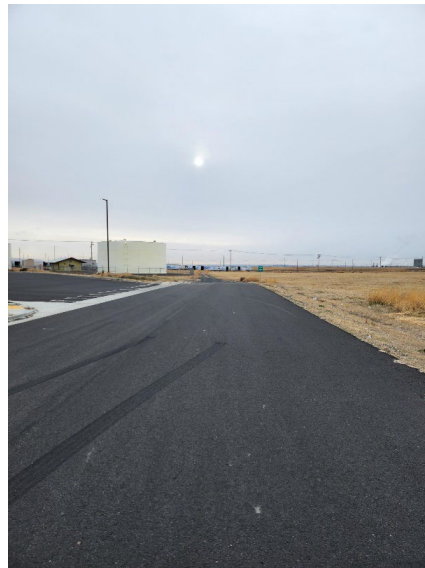
This project is a multi-year program to improve pedestrian safety by targeting new sidewalk construction investments to the highest-impact areas; specifically, by only focusing on missing sidewalk segments located along streets that are either Arterials or Collectors. A comprehensive sidewalk inventory was completed in 2018 and identified all missing sidewalk sections throughout the City. With a focus on prioritizing segments along Arterials and Collectors, the first round of projects was identified along W. Orchard Avenue, between S.W. 3rd and S.W. 9th Streets, and along N.E. 4th Street between E. Ridgeway and E. Jennie Ave. This program will fill in these missing sidewalk sections in small projects over five years by investing not more than \$30,000 per year to install them. Larger pedestrian projects will be addressed as their own independent projects.

Project Justification:

Sidewalk installation and maintenance is the responsibility of the adjacent property owner, and as vacant properties develop, they have been required to install sidewalk since the mid-1970s. Unfortunately, this policy, while fiscally prudent for the taxpayers, has resulted in some missing sidewalk sections along heavily traveled streets. Therefore, in the interest of benefitting the public at large, this project invests scarce public resources to very targeted sidewalk sections to improve overall mobility through the community without committing public resources to install sidewalks in low-need areas, such as a residential cul-de-sac.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 21.0	Discretionary General Fund Contribution	\$30,000 per year	2022-23 TBD
Total for Fiscal Year		\$30,000 per year	



Project Number:	ST 22.0
Project Name:	E. Penney Avenue (S.E. Kelli Boulevard to U.S. Highway 395)
Fund:	Grant
Subcategory:	
Estimated Cost:	\$995,000
Fiscal Year:	2022-23

Project Description:

The project will be an extension of approximately 800 feet of existing roadway constructed with recent development and terminate at Kelli Boulevard with this phase. The project will include curb, gutter, and sidewalk on the south half. Pedestrian ramps will be developed that meet current Americans with Disabilities Act standards.

Project Justification:

E. Penney Avenue needs to be extended to eventually develop a secondary east/west route in the South Hermiston Industrial Park. This project will continue to spur growth in this area with additional connectivity.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 22.0	Grant Funded	\$995,000	2022-23
Total for Fiscal Year		\$995,000	



Project Number:	ST 24.0
Project Name:	E. Gettman Road Construction (S. 1st Street to U.S. Highway 395) Right-of-Way Plan
Fund:	Street
Subcategory:	
Estimated Cost:	\$100,000
Fiscal Year:	2022-23

Project Description:

The project will include developing E. Gettman Road from S. 1st Street to U.S. Highway 395 (approximately 3,850 feet). The project will develop a roadway corridor and provide necessary documentation and coordination needed to obtain required right-of-way.

Project Justification:

The south end of the City continues to develop and, with the construction of Armand Larive Middle School, the traffic volume along W. Gettman Road and S. 1st Street has increased significantly. Development of E. Gettman Road between S. 1st Street and U.S. Highway 395 will take some traffic off local streets and provide a good east-to-west collector for this developing area.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 24.0	Street Fund	\$100,000	2022-23
Total for Fiscal Year		\$100,000	



Project Number:	ST 26.0
Project Name:	E. Hurlburt Avenue and S.E. 2nd Street Parking Lot Reconstruction
Fund:	Street
Subcategory:	
Estimated Cost:	\$300,000
Fiscal Year:	2026-27

Project Description:

The project will reconstruct an existing downtown parking lot utilized by local businesses. The project will include removal of existing asphalt and replacement with a pavement section of 2.5 inches of asphalt pavement over 6 inches of base rock and pavement markings. The project may also include concrete sidewalk, driveway, and Americans with Disabilities Act improvements.

Project Justification:

The existing parking lot surface is in poor condition, potentially creating an unsafe condition for patrons of downtown businesses who currently utilize this parking lot.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 26.0	Street Fund	\$300,000	2026-27
Total for Fiscal Year		\$300,000	

Water Department Appendix

Projects in the "Water Department Appendix" are either completed or are proposed projects that are not included in the five-year Capital Improvements Plan (CIP) planning period. Any dates included with the projects in the "Water Department Appendix" section have not been approved by the City Council. These projects should be considered as supported by the City Council, pending adequate funding. Projects included in this list should be the first to be considered during updates to the five-year CIP, as well as for potential grant funding opportunities if they arise and do not compete for grant funds with projects listed in the current five-year CIP.

PROPOSED WATER CAPITAL IMPROVEMENT PROJECTS

Project No.*	Project Description	Cost Estimate
W 26.0	Deep Basalt Well and Pump Station	\$1,100,000
W 27.0	Southwest Storage Reservoir	\$3,100,000
W 31.0	Moore Booster Station Replacement	\$350,000
W 32.0	W. Highland Avenue/S. 1st Street Asbestos Concrete Main Replacement	\$1,350,000
W 33.0	N.W. 11th Street Main Extension	\$520,000

**Project numbers have no implication to priority.*

COMPLETED WATER CAPITAL IMPROVEMENT PROJECTS

Project No.	Project Description	Fiscal Year Completed
W 1.0	Combination Vactor and Equipment Trailer	2018-19
W 2.0	Backhoe Loader	2019-20
W 3.0	Service Utility Truck	2020-21
W 4.0	Water System Supervisory Control and Data Acquisition Replacement	2019-20
W 5.0	Water System Supervisory Control and Data Acquisition Radio System	2019-20
W 6.0	Leak Detection Equipment	2020-21
W 7.0	Well No. 6 Pumping System Upgrades	2018-19
W 11.0	Well No. 4, Reservoir Cathodic Protection System	2018-19
W 12.0	Well No. 6, Reservoir No. 1 Cathodic Protection System	2019-20
W 13.0	Well No. 6, Reservoir No. 1 Interior Surface Painting	2019-20
W 14.0	Geer Road Water Line Extension	2018-19
W 15.0	W. Ridgeway Water Line Replacement	2020-21
W 23.0	Well No. 6, Reservoir No. 1 Exterior Surfaces Painting	2019-20
W 29.0	Downtown Utility Line Replacement (1st Street to 3rd Street)	2021-22



Project Number:	W 1.0
Project Name:	Combination Vector and Equipment Trailer
Fund:	Water and Street
Subcategory:	Vehicles/Equipment
Estimated Cost:	\$40,000
Actual Cost:	\$57,997
Fiscal Year:	2018-19

Project Description:

The trailer will be setup to accommodate multiple tasks in limited access areas. The trailer will utilize a hydro excavator outfitted with a 36 horsepower diesel engine, minimum 95-gallon water tank, water pump capable of generating 3,000 pounds per square inch, 250 gallon spoil tank with hydraulic door, and 450 cubic feet per minute vacuum with an 8-foot, 3-inch diameter hose with washable cartridge filters. The trailer will be outfitted with an industrial, hydraulically operated valve exercising system.

Project Justification:

A properly equipped trailer will provide a versatile, mobile unit that creates efficiencies by consolidating equipment that can be shared by the Water and Street Departments. The trailer will be equipped to clean out valve boxes, exercise water valves, clean out meter vaults, and provide Geographical Information System mapping for valves, hydrants, and meters.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 1.0	Water Fund	\$40,000	2018-19
Total for Fiscal Year		\$40,000	



Project Number:	W 2.0, S 1.0, ST 1.1
Project Name:	Backhoe Loader
Fund:	Water, Sewer, and Street
Subcategory:	Vehicles/Equipment
Estimated Cost:	\$90,000
Actual Cost:	
Fiscal Year:	2019-20

Project Description:

The new backhoe loader will be shared between the Water, Recycled Water, and Street Departments. The new backhoe loader should have the following features: minimum 110 horsepower engine meeting Tier 4 emission standards, four-wheel drive, dig depth of 15 feet, center-pivot hoe, auxiliary hydraulic line to front and rear buckets, hydraulic hoe thumb, 1.75-cubic yard loader bucket, heavy duty soil hoe bucket, enclosed cab air conditioning, and quick release buckets. The backhoe will need to be capable of driving and carrying loads within the City. The 1994 backhoe loader should be surplus with the 1979 backhoe loader being utilized as a backup.

Project Justification:

The existing 1994 backhoe serves as the primary emergency unit to repair water line breaks. The backhoe has the following issues:

- The fuel tank is integrated into the frame and is unrepairable, with \$5,000 invested to date.
- The design life is 5,000 hours, and it is currently at 4,000 hours.
- The transmission is not working correctly (estimated \$10,000 to repair). The dealer has advised the City not to use third and fourth gears.
- The brakes and other safety components are not working properly and are creating safety issues.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 2.0	Water Fund	\$90,000	2019-20
S 1.0	Sewer Fund	\$20,000	2019-20
ST 1.1	Street Fund	\$30,000	2019-20
Total for Fiscal Year		\$140,000	



Project Number:	W 3.0
Project Name:	Service Utility Truck
Fund:	Water
Subcategory:	Vehicles/Equipment
Estimated Cost:	\$68,000
Fiscal Year:	2018-19 to 2022-23

Project Description:

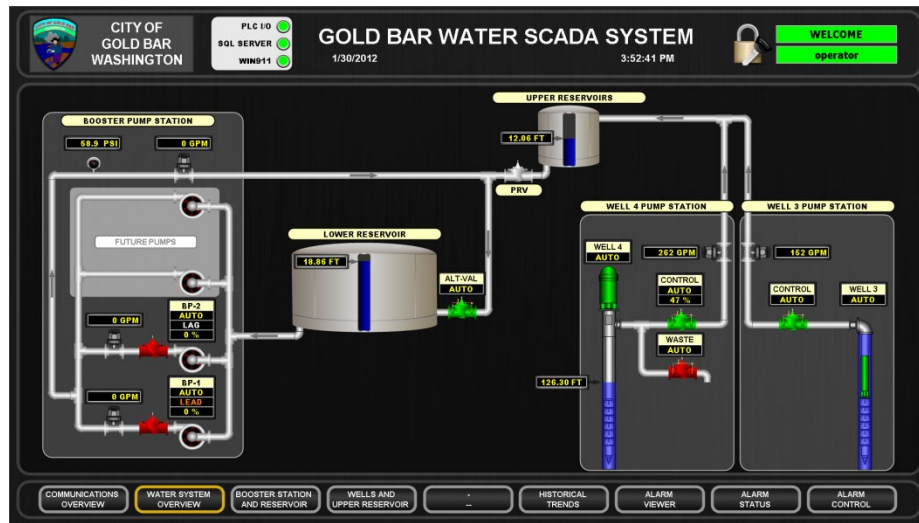
New service utility truck will consist of a full-size, 1-ton, standard cab domestic service truck. Typical vehicle features will include: diesel engine, four-wheel drive, automatic transmission, base trim package, air conditioning, light bar, work area lighting, cloth interior, trailer hitch package, truck box sufficiently sized to store tools and equipment. Box should be able to accommodate crane, air compressor, welder, and generator.

Project Justification:

The service utility truck is nearing the end of its service life, and the engine and transmission are undersized and inadequate. The service truck has over 100,000 miles, it has exceeded its acceptable life span, and its continued use will expose the City to increased maintenance costs.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 3.0	Water Fund	\$26,000	2018-19
W 3.0	Water Fund	\$10,000	2019-20
W 3.0	Water Fund	\$10,000	2020-21
W 3.0	Water Fund	\$10,000	2021-22
W 3.0	Water Fund	\$12,000	2022-23
Total for Fiscal Year		\$68,000	



Project Number:	W 4.0
Project Name:	Water System Supervisory Control and Data Acquisition Replacement
Fund:	Water
Subcategory:	Communications
Estimated Cost:	\$160,000
Actual Cost:	\$160,000
Fiscal Year:	2019-20

Project Description:

Replacement of the City’s supervisory control and data acquisition system will involve replacement of control systems at each of the City’s five reservoirs, six well sites, and seven booster pump stations. Work will include replacement of the computers and installation of graphical user interfaces that allow users to interface and monitor water system equipment. Included in the project are new programmable logic controllers, hardware elements, software, programming, and installation of equipment. Remote access systems will be provided as part of the project, and Allen Bradley equipment will be utilized for the programmable logic controller systems.

Project Justification:

The City’s existing supervisory control and data acquisition system was installed in 1999 and is subject to frequent repairs. A typical lifespan for control systems is 10 to 15 years and, with the system being 18 years old, parts to repair the system are difficult to find. Replacing the system will improve remote operation, avoiding the need to specifically visit a site when a problem occurs.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 4.0	Water Fund	\$160,000	2019-20
Total for Fiscal Year		\$160,000	



Project Number:	W 5.0
Project Name:	Water System Supervisory Control and Data Acquisition Radio System
Fund:	Water
Subcategory:	Communications
Estimated Cost:	\$30,000
Actual Cost:	\$15,697
Fiscal Year:	2019-20

Project Description:

Replacement of the City’s supervisory control and data acquisition antenna radio system will involve replacement of the communication portion of the antenna control systems at each of the City’s five reservoirs, six well sites, and seven booster pump stations. Work will also need to have a radio survey completed to ensure all control points located throughout the City can be connected into the system with the proposed equipment.

Project Justification:

The City’s existing antenna supervisory control and data acquisition radio system is 18 years old and is subject to frequent repairs. Without any hardwired, fiber-optic cable system, the City relies on a wireless radio at each of the City’s water system sites. A typical lifespan for control systems radios is 10 to 15 years and, with the system being 18 years old, parts to repair the system are difficult to find. Replacement of the system radios will improve system operations, avoid system outages, and ensure the City’s critical infrastructure is reliable.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 5.0	Water Fund	\$30,000	2019-20
Total for Fiscal Year		\$30,000	



Project Number:	W 6.0
Project Name:	Leak Detection Equipment
Fund:	Water
Subcategory:	Communications
Estimated Cost:	\$30,000
Actual Cost:	
Fiscal Year:	2020-21

Project Description:

The project will allow the City to purchase leak detection equipment and have City staff certified in the operation and maintenance of the equipment.

Project Justification:

Leak detection is part of the City’s yearly operation and maintenance program that allows the staff to identify water leaks prior to a leak becoming an emergency repair. In addition, the City’s approved Water System Master Plan and Water System Conservation Plan require the City directly own the leak detection equipment. Leak detection services are currently outsourced annually, as the City does not have the equipment and are not trained in the use of the equipment.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 6.0	Water Fund	\$30,000	2020-21
Total for Fiscal Year		\$30,000	



Project Number:	W 7.0
Project Name:	Well No. 6 Pumping System Upgrades
Fund:	Water
Subcategory:	Supply
Estimated Cost:	\$175,000
Actual Cost:	\$26,050*
Fiscal Year:	2018-19

*The initial budget was based on full replacement of all mechanisms. Working closely with the Contractor, and after disassembly and inspection, it was determined many components could be reconditioned rather than replaced, allowing them to be reutilized. Many parts had less wear than expected from a pumping system of this age and depth.

Project Description:

The project will replace the existing 1,780-gallon per minute pumping system. Installation of a water level measurement system in the well will be included with the project. Installation of the measurement system will be complicated, as the well is not straight and standard methods (using air line, for reading water depths will be problematic. An ultrasonic measurement system will need to be evaluated.

Project Justification:

Well No. 6 is the primary well for its pressure zone and is the only well available in a high pressure zone that could provide minimal water supply to lower pressure zones covering the entire City during a power outage. The existing 1,780-gallon per minute pump was last repaired in 1994. The backup pumping system for the Well No. 6 and the View Drive Booster Pump Station lacks the capacity to provide service to Well No. 6 pressure zone. The Well No. 6 pumping system serves critical infrastructure, which includes the Walmart Distribution Center, the Eastern Oregon Higher Education Center, Pioneer Seed, and the Eastern Oregon Trade and Event Center. Preventive maintenance of Well No. 6 is needed to avoid significant inconvenience and loss of water to area businesses.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 7.0	Water Fund	\$175,000	2018-19
Total for Fiscal Year		\$175,000	



Project Number:	W 11.0
Project Name:	Well No. 4 Reservoir Cathodic Protection System
Fund:	Water
Subcategory:	Storage
Estimated Cost:	\$60,000
Actual Cost:	\$33,530
Fiscal Year:	2018-19

Project Description:

The project will install a cathodic protection system in the interior of the reservoir. The system will consist of an impressed current system using relatively inert anodes connected to a power supply. The system will be suspended in the interior of the reservoir, which will protect the steel reservoir from corrosion.

Project Justification:

The Well No. 4 Reservoir has been repainted four times since construction due to rusting of the steel reservoir. Steel naturally reacts with water and oxygen, releasing energy and returning to its more stable chemical state, iron oxide. Cathodic protection extends the life of a steel water reservoir by providing a sacrificial anode within the reservoir. The sacrificial anode provides a fault so the structural tank and interior/exterior coatings will not fail. Installation of a cathodic protection system in the Well No. 4 Reservoir should be completed before recoating the reservoir.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 11.0	Water Fund	\$60,000	2018-19
Total for Fiscal Year		\$60,000	



Project Number:	W 12.0
Project Name:	Well No. 6, Reservoir No. 1 Cathodic Protection System
Fund:	Water
Subcategory:	Storage
Estimated Cost:	\$62,000* (\$397,000 when combined with W 13.0 and W 23.0)
Actual Cost:	\$240,423.75
Fiscal Year:	2019-20

*This project, inclusive of W 12.0, 13.0, and 23.0, came in approximately \$150,000 under the original estimate because of a number of competitive bids from local contractors as well as efficiencies gained by combining three projects into one.

Project Description:

The project will install a cathodic protection system in the interior of the reservoir. The system will consist of an impressed current system using relatively inert anodes connected to a power supply. The system will be suspended in the interior of the reservoir, which will protect the steel reservoir from corrosion. This project may be included with project W 13.0 to avoid having to drain the reservoir twice.

Project Justification:

The Well No. 6, Reservoir No. 1 does not have a cathodic protection system, while the newer Well No. 6 Reservoir No. 2 does have a cathodic protection system. Steel naturally reacts with water and oxygen, releasing energy and returning to its more stable chemical state, iron oxide. Cathodic protection extends the life of a steel water reservoir by providing a sacrificial anode within the reservoir. The sacrificial anode provides a fault so the structural tank and interior/exterior coatings will not fail. Installation of a cathodic protection system in Well No. 6, Reservoir No. 1 should be completed before recoating the reservoir.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 12.0	Water Fund	\$62,000	2019-20
Total for Fiscal Year		\$62,000	



Project Number:	W 13.0
Project Name:	Well No. 6, Reservoir No. 1 Interior Surface Painting
Fund:	Water
Subcategory:	Storage
Estimated Cost:	\$220,000* (\$282,000 when combined with W 12.0 and W 23.0)
Actual Cost:	\$240,423.75
Fiscal Year:	2019-20

*This project, inclusive of W 12.0, 13.0, and 23.0 came in approximately \$150,000 under the original estimate because of a number of competitive bids from local contractors as well as efficiencies gained by combining two projects into one.

Project Description:

The project will install a cathodic protection system in the interior of the reservoir. The system will consist of an impressed current system using relatively inert anodes connected to a power supply. The system will be suspended in the interior of the reservoir, which will protect the steel reservoir from corrosion. This project may be included with project W 13.0 to avoid having to drain the reservoir twice.

Project Justification:

The Well No. 6, Reservoir No. 1 does not have a cathodic protection system, while the newer Well No. 6 Reservoir No. 2 does have a cathodic protection system. Steel naturally reacts with water and oxygen, releasing energy and returning to its more stable chemical state, iron oxide. Cathodic protection extends the life of a steel water reservoir by providing a sacrificial anode within the reservoir. The sacrificial anode provides a fault so the structural tank and interior/exterior coatings will not fail. Installation of a cathodic protection system in Well No. 6, Reservoir No. 1 should be completed before recoating the reservoir.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 13.0	Water Fund	\$220,000	2019-20
Total for Fiscal Year		\$220,000	



Project Number:	W 14.0
Project Name:	Geer Road Water Line Extension
Fund:	Water
Subcategory:	Distribution
Estimated Cost:	\$150,000
Actual Cost:	\$101,522.67* Final Application for Payment
Fiscal Year:	2018-19

*Cost savings were possible because the City had much of the pipe on-hand for the Contractor to install.

Project Description:

The project will include constructing a water main extension in Geer Road beginning at West Theater Lane extending south to West Harper Road. Work will include construction of a new 18-inch water line extension in an alignment within the existing road right-of-way that will minimize the need for asphalt removal and replacement. Tees and valves will be installed to allow future installation of fire hydrants within the project area. The new water line will need to cross the existing irrigation main in Geer Road. If the City completes the project construction, costs will be reduced.

Project Justification:

The dead-end water line on Geer Road provides water to more than 200 homes and businesses located within the Geer Booster Pump Station pressure zone. Any shutdown of the existing water line within West Theater Lane cuts off water service to the entire area. Looping the water line will mitigate inconveniences due to a line break or maintenance. Other benefits include improved fire flows, water quality, and water pressure.

Funding Data:			
Project No.	Fund Name	Amount	Fiscal Year
W 14.0	Water Fund	\$150,000	2018-19
Total for Fiscal Year		\$150,000	



Project Number:	W 15.0
Project Name:	W. Ridgeway Water Line Replacement
Fund:	Water
Subcategory:	Distribution
Estimated Cost:	\$320,000
Actual Cost:	
Fiscal Year:	2020-21

Project Description:

The project will include replacing the water main in W. Ridgeway beginning at the intersection of W. Hartley Avenue/N.W. 7th Street south to W. Ridgeway Avenue, east to N.W. 6th Street, and south to the intersection of N.W. 6th Street/W. Madrona Avenue. The existing 6-inch water line will be replaced with new 12-inch pipe within the existing roadway. Tees, valves, hydrants, and water service lines will be replaced within the project area. The project may need temporary water service to provide water to local residents during construction.

Project Justification:

An aggressive water main line replacement program will eliminate failing, deteriorating lines, minimize repair work, eliminate steel pipes, and improve public safety. Sections of the water distribution system within the project area were installed in the 1920s using steel pipe. This area may have lead in the pipes or fittings. These pipes are some of the oldest within the City.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 15.0	Water Fund	\$320,000	2020-21
Total for Fiscal Year		\$320,000	



Project Number:	W 23.0
Project Name:	Well No. 6, Reservoir No. 1 Exterior Surfaces Painting
Fund:	Water
Subcategory:	Supply
Estimated Cost:	\$115,000 (\$397,000 when combined with W 12.0 and W 13.0)
Actual Cost:	
Fiscal Year:	2019-20

*This project, inclusive of W 12.0, 13.0, and 23.0, came in approximately \$156,000 under the original estimate because of a number of competitive bids from local contractors as well as efficiencies gained by combining three projects into one.

Project Description:

The project will include painting all exterior surfaces. To paint exterior surfaces, the reservoir may need to be drained to ensure the paint cures properly depending on the time of the year the project occurs. The project will require that exterior surfaces be sandblasted to remove all contamination and rust. Following surface preparation, the reservoir would be primed and finish coats of paint applied and tested to ensure the application paint thickness meets manufacturer and/or Engineer-specified thickness.

Project Justification:

The Well No. 6, Reservoir No. 1 needs to be repainted to minimize further corrosion of the steel plates from which the reservoir was constructed. The reservoir was last painted in 1991. The reservoir color is also recommended to be changed to prevent pheasants from flying into the reservoir.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 23.0	Water Fund	\$115,000	2019-20
Total for Fiscal Year		\$115,000	



Project Number:	W 26.0
Project Name:	Deep Basalt Well and Pump Station
Fund:	Water
Subcategory:	Supply
Estimated Cost:	\$1,100,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

This project will involve installing a new deep basalt well in the southwest area of the City. The well and associated booster pump station will ideally be located near the site of a new reservoir. The anticipated capacity of the well is approximately 1,000 gallons per minute. Existing City water rights are anticipated to be transferred to the new well.

Project Justification:

Based on the Water System Master Plan prepared by the City in 2018 and 2019, the City will need additional supply capacity in the next 5 to 10 years. This well will add an additional supply source and serve as a source of water to an anticipated new reservoir located in the vicinity of this well. Refer to the City’s Water System Master Plan for further discussion.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 26.0	Water Fund	\$1,100,000	Undefined
Total for Fiscal Year		\$1,100,000	



Project Number:	W 27.0
Project Name:	Southwest Storage Reservoir
Fund:	Water
Subcategory:	Storage
Estimated Cost:	\$3,100,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

The project will include developing a new reservoir located in the southwest area of the City. Work will include construction of the new reservoir, water line extensions, control systems, valves, site development, property acquisition, and engineering/permitting services. Specific attention for access to the reservoir roof will be evaluated during design. Access alternatives may entail an exterior stairway system or a ladder system with landings.

Project Justification:

A new 2,000,000-gallon reservoir on the southwest side of town is needed to accommodate additional water demands from ongoing population growth. A new reservoir will reduce the City’s reliance on booster pump stations to pressurize the system, provide compliance with fire flow requirements as well as applicable health and safety rules, and will ensure minimum water distribution system pressures are maintained. A new well constructed in a separate project would keep the reservoir full and operating. The Water System Master Plan prepared in 2018 and 2019 discusses this project in more depth.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 27.0	Water Fund	\$3,100,000	Undefined
Total for Fiscal Year		\$3,100,000	



Project Number:	W 29.0
Project Name:	Downtown Utility Line Replacement (1st Street to 3rd Street)
Fund:	Water
Subcategory:	Distribution
Estimated Cost:	\$300,000
Actual Cost:	
Fiscal Year:	2020-21

Project Description:

The project will include installation of new ductile iron and polyvinyl chloride water and sewer main lines through the alleyway in between Main Street and Gladys Avenue from N. 1st Street to N. 3rd Street. The project will be included as part of the new City Hall project to save cost by taking advantage of paving already being removed for the City Hall project.

Project Justification:

The water and sewer lines along the alleyway are among the oldest lines in the City, likely installed in the early to mid-1900s. These lines are long past their design life. Existing sewer lines are unreinforced concrete and vitrified clay pipe, which is known to be extremely brittle. Existing water lines are cast iron pipe, which does not meet current standards. The proposed pipe replacements will remove some of the oldest pipes in the City's water and sewer systems.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 29.0	Water Fund	\$300,000	2020-21
Total for Fiscal Year		\$300,000	



Project Number:	W 31.0
Project Name:	Moore Booster Station Equipment Replacement
Fund:	Water
Subcategory:	Distribution
Estimated Cost:	\$350,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

This project will replace the existing booster pump station equipment that is nearing the end of its useful life. Equipment considered for replacement will include pumps, motors, and electrical and controls-related equipment. The project is assumed to utilize the existing structure with only minor improvements.

Project Justification:

The equipment associated with the Moore Booster Station is nearing the end of its useful life, which contributes to increased maintenance costs and difficulty in procuring replacement parts and supplies for the outdated equipment. Although the development of the southwest portion of the City includes plans for the southwest water storage reservoir, the Water System Master Plan calls for the Moore Booster Station to be a necessary backup to the Joseph and Alora Heights Booster Pump Stations that will be converted to supply the new reservoir.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 31.0	Water Fund	\$350,000	Undefined
Total for Fiscal Year		\$350,000	



Project Number:	W 32.0
Project Name:	W. Highland Avenue/S. 1st Street Asbestos Concrete Main Replacement
Fund:	Water
Subcategory:	Distribution
Estimated Cost:	\$1,350,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

The project will include replacing approximately 4,800 linear feet of existing water main line along W. Highland Avenue between S.W. 4th Street and S.E. 4th Street and along S. 1st Street between W. Orchard Avenue and W. Highland Avenue. The existing asbestos concrete water lines will be replaced with new 8-inch ductile iron pipe within the roadway. Tees, valves, hydrants, and water service lines will be replaced within the project area. The project may need temporary water services to provide water to local residents during construction.

Project Justification:

This project will eliminate failing, deteriorating and undersized lines; reduce repair work; and improve public safety. Proposed pipe replacements will remove some of the oldest pipes within the City water system.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 32.0	Water Fund	\$1,350,000	Undefined
Total for Fiscal Year		\$1,350,000	

Project Number:	W 33.0
Project Name:	N.W. 11th Street Main Extension
Fund:	Water
Subcategory:	Distribution
Estimated Cost:	\$520,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

The project will include constructing a water main extension in N.W. 11th Street at N.W. Sjoren Lane extending north to W. Nelson Lane. Work will include construction of approximately 1,700 feet of new 8-inch water line in an alignment within the existing road right-of-way that will minimize the need for asphalt removal and replacement. Tees and valves will be installed to allow future installation of fire hydrants within the project area.

Project Justification:

The dead-end water line on W. Nelson Lane and N.W. 11th Street provides water service to the northwest corner of the City, including the recycled water treatment plant. Any shutdown of the existing water line in this areas cuts off water service to the entire area. Looping the water line will mitigate inconveniences due to a line break or maintenance. Other benefits will include improved fire flows, water quality, and water pressure.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 33.0	Water Fund	\$520,000	Undefined
Total for Fiscal Year		\$520,000	

Recycled Water Department Appendix

Projects in the "Recycled Water Department Appendix" are either completed or are proposed projects that are not included in the five-year Capital Improvements Plan (CIP) planning period. Upon final adoption of the Sanitary Sewer Collection System Study (SSCSS), recommended system improvements identified within the SSCSS will be added to this appendix. Any dates included with the projects in the "Recycled Water Department Appendix" section have not been approved by the City Council. These projects should be considered as supported by the City Council, pending adequate funding. Projects included in this list should be the first to be considered during updates to the five-year CIP, as well as for potential grant funding opportunities if they arise and do not compete for grant funds with projects listed in the current five-year CIP.

PROPOSED RECYCLED WATER CAPITAL IMPROVEMENT PROJECTS

Project No.*	Project Description	Cost Estimate
S 19.0	Recycled Water Treatment Plant Biosolids Pond Dredging	\$300,000
S 27.0	W. Juniper/W. Pine Avenue Gravity Sewer Line Replacement	\$480,000
S 28.0	S. 1st Street Gravity Sewer Line Replacement	\$130,000
S 29.0	E. Newport Avenue Gravity Sewer Line Improvements	\$130,000
S 30.0	W. Madrona/W. Ridgeway Avenue Sewer Line Replacement	\$270,000
S 31.0	N.E. 9th Street Gravity Sewer Line Replacement	\$180,000
S 32.0	S.E. 5th Street Gravity Sewer Line Replacement	\$165,000
S 33.0	Lift Station No. 8 Electrical and Controls	\$340,000

*Project numbers have no implication to priority.

COMPLETED RECYCLED WATER CAPITAL IMPROVEMENT PROJECTS

Project No.	Project Description	Fiscal Year Completed
S 1.0	Backhoe Loader	2019-20
S 2.0	S.E. 7th Street Gravity Sewer Line Replacement - Phase I	2018-19
S 3.0	Lift Stations No. 1 and 8 Underground Fuel Storage Tank Replacement	2020-21
S 4.0	7th Street Manhole Replacement	2020-21
S 5.0	S.E. 7th Street Gravity Sewer Line Replacement - Phases II and III	2020-21
S 6.0	Lift Station No. 1 Pump Upgrades	2019-20
S 7.0	Lift Station No. 1 Ventilation System Replacement	2019-20
S 8.0	Lift Station No. 1 Generator Replacement	2019-20
S 13.0	Lift Station No. 6 Reconstruction	2019-20
S 17.0	Recycled Water Treatment Plant Administrative Building Heating, Ventilation, and Air Conditioning Upgrades	2018-19

COMPLETED RECYCLED WATER CAPITAL IMPROVEMENT PROJECTS, CONT'D.

Project No.	Project Description	Fiscal Year Completed
S 20.0	Sanitary Sewer Collection System Study	2020-21
S 21.0	Vactor Truck	2018-19



Project Number:	W 2.0, S 1.0, ST 1.1
Project Name:	Backhoe Loader
Fund:	Water, Recycled Water, and Street
Subcategory:	Vehicles/Equipment
Estimated Cost:	\$20,000
Actual Cost:	
Fiscal Year:	2019-20

Project Description:

The new backhoe loader will be shared between the Water, Recycled Water, and Street Departments. The new backhoe loader should have the following features: minimum 110 horsepower engine with Tier 4 emission standards, four-wheel drive, dig depth of 15 feet, center-pivot hoe, auxiliary hydraulic line to front and rear buckets, hydraulic hoe thumb, 1.75-cubic yard loader bucket, heavy duty soil hoe bucket, fully enclosed cab, air conditioning, and quick release buckets. The backhoe loader will need to be capable of driving and carrying loads within the City. The 1994 backhoe loader should be surplus with the 1979 backhoe loader being utilized as a backup.

Project Justification:

The existing 1994 Case backhoe loader serves as the primary emergency unit to repair water line breaks. The backhoe loader has the following issues:

- The fuel tank is integrated into the frame and is problematic to repair, with \$5,000 invested to date.
- The design life is 5,000 hours, and it is currently at 4,000 hours.
- The transmission is not working correctly (estimated \$10,000 to repair). The dealer has advised the City not to use third and fourth gears.
- The brakes and other safety components are not working properly and are creating safety issues.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 2.0	Water Fund	\$90,000	2019-20
S 1.0	Recycled Water Fund	\$20,000	2019-20
ST 1.1	Street Fund	\$30,000	2019-20
Total for Fiscal Year		\$140,000	



Project Number:	S 2.0
Project Name:	S.E. 7th Street Gravity Sewer Line Replacement - Phase I
Fund:	Recycled Water
Subcategory:	Collection
Estimated Cost:	\$160,000
Actual Cost:	\$154,424
Fiscal Year:	20108-19

Project Description:

The project will include replacing 650 linear feet of the existing sanitary sewer line located in S.E. 7th Street beginning at E. Main Street and extending south to E. Newport Avenue. Work will include installation of new PVC sewer pipe and new precast manholes within the project limits. Included in the work to replace the piping are roadway restoration, traffic control measures, high groundwater mitigation, and sewage bypass pumping to accommodate collection system improvements.

Project Justification:

The existing sewer line lacks the capacity needed to provide expanding service to the Eastern Oregon Trade and Event Center and the Cook Industrial Area. Replacing the sewer line will ensure development within these areas will not be limited by the existing 8-inch concrete pipe.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 2.0	Recycled Water Fund	\$160,000	2018-19
Total for Fiscal Year		\$160,000	



Project Number:	S 3.0
Project Name:	Lift Stations No. 1 and 8 Underground Fuel Storage Tank Replacement
Fund:	Recycled Water
Subcategory:	Collection
Estimated Cost:	\$40,000
Actual Cost:	
Fiscal Year:	2019-20 to 2020-21

Project Description:

The project will require the removal of the existing underground fuel storage tank. The project will also include the purchase and installation of a double-walled tank on a concrete pad along with associated fuel line plumbing to the existing generator.

Project Justification:

Underground fuel storage tanks require an Oregon Department of Environmental Quality permit and annual inspections in addition to an annual fee. The fee, inspections, and associated recordkeeping and maintenance requirements can be eliminated by replacing the underground storage tank with an aboveground storage tank. Additionally, replacing the tank will reduce the City’s exposure to future monitoring requirements.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 3.0	Recycled Water Fund	\$40,000	2019-20 to 2020-21
Total for Fiscal Year		\$40,000	



Project Number:	S 4.0
Project Name:	7th Street Manhole Replacement
Fund:	Recycled Water
Subcategory:	Collection
Estimated Cost:	\$20,000
Actual Cost:	
Fiscal Year:	2020-21

Project Description:

The project will include replacing the existing manhole located in 7th Street. Work will include installation of a new cast-in-place base section and precast manhole sections as needed to reach the ground surface. The project will include traffic control, groundwater pumping systems, sewage bypass pumping, and side service reconnections.

Project Justification:

The existing structure is a brick manhole that is failing. The structure is missing several bricks in the cone section, has been allowing water to infiltrate into the collection system due to high groundwater levels, and is a risk for catastrophic failure within the roadway.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 4.0	Recycled Water Fund	\$20,000	2020-21
Total for Fiscal Year		\$20,000	

S 5.0



Project Number:	S 5.0
Project Name:	S.E. 7th Street Gravity Sewer Line Replacement - Phases II and III
Fund:	Recycled Water
Subcategory:	Collection
Estimated Cost:	\$740,000
Actual Cost:	
Fiscal Year:	2020-21

Project Description:

The project will include replacing approximately 1,960 linear feet of the existing sanitary sewer line located in S.E. 7th Street beginning at E. Newport Avenue and extending south to E. Highland Avenue. Work will include installation of new polyvinyl chloride sewer pipe and new precast manholes within the project limits. Included in the work to replace the sewer line are full-width roadway paving, traffic control measures, high groundwater mitigation, and sewage bypass pumping to accommodate collection system improvements.

Project Justification:

The existing sewer line lacks the capacity needed to provide expanding service to the Eastern Oregon Trade and Event Center and the Cook Industrial Area. Replacement of the sewer line will ensure development within these areas will not be limited by the existing 8-inch concrete pipe.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 5.0	Recycled Water Fund	\$740,000	2020-21
Total for Fiscal Year		\$740,000	

S 6.0



Project Number:	S 6.0
Project Name:	Lift Station No. 1 Pump Upgrades
Fund:	Recycled Water
Subcategory:	Collection
Estimated Cost:	\$100,000
Fiscal Year:	2019-20 to 2020-21

*S 6.0 combined with S 7.0 and S 8.0 to save costs by completing the projects under one construction Contract.

Project Description:

Lift Station No. 1 has recently had the pump motors, located outside of the wetwell, replaced. The project will include the replacement of the pump column, line shaft, pump bowls and impellers for each of the three pumps installed in the wetwell. The existing motors will be mounted to the new equipment and sewage bypass pumping, if required during pump installation, will be included in the project.

Project Justification:

Lift Station No. 1 is a sewage pump station that utilizes a drywell/wetwell configuration. The three existing line shaft pumps were originally installed in 1981 and are reaching the end of their design life. The three pumps need to be replaced to avoid lift station problems.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 6.0	Recycled Water Fund	\$100,000	2019-20 to 2020-21
Total for Fiscal Year		\$100,000	



Project Number:	S 7.0
Project Name:	Lift Station No.1 Ventilation System Replacement
Fund:	Recycled Water
Subcategory:	Collection
Estimated Cost:	\$60,000
Actual Cost:	
Fiscal Year:	2019-20 to 2020-21

*S 7.0 combined with S 6.0 and S 8.0 to save costs by completing the projects under one construction Contract.

Project Description:

The project will install a new ventilation system and carbon filter on the vent discharge point from the lift station. Design goals will include minimizing odors and reducing maintenance time and costs at the facility.

Project Justification:

Lift station ventilation systems are extremely important to safeguard the lives of wastewater operators. Hydrogen sulfide gas is immediately dangerous to life and health and is responsible for numerous deaths annually. Additionally, hydrogen sulfide gas is extremely corrosive and shortens equipment life. The ventilation system should be removed and replaced to safeguard personal safety and maximize the life of components in the lift station.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 7.0	Recycled Water Fund	\$60,000	2019-20 to 2020-21
Total for Fiscal Year		\$60,000	



Project Number:	S 8.0
Project Name:	Lift Station No. 1 Generator Replacement
Fund:	Recycled Water
Subcategory:	Collection
Estimated Cost:	\$100,000
Actual Cost:	
Fiscal Year:	2019-20 to 2020-21

*S 7.0 combined with S 6.0 and S 8.0 to save costs by completing the projects under one construction Contract.

Project Description:

The project will install a new 100-kilowatt generator at the facility. Work will be coordinated with the installation of the new fuel tank to minimize secondary impacts with working being completed by two contractors.

Project Justification:

Backup power generators at lift stations are needed to ensure uninterrupted service to sewer users and avoid overflows to the environment. Although lift station backup generators do not normally receive a lot of use, various parts fail from time and exposure and many parts become difficult or impossible to obtain when repairs are needed. To avoid spills and associated environmental consequences, it is necessary to replace the current obsolete backup power generator.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 8.0	Recycled Water Fund	\$100,000	2019-20 to 2020-21
Total for Fiscal Year		\$100,000	



Project Number:	S 13.0
Project Name:	Lift Station No. 6 Reconstruction
Fund:	Recycled Water
Subcategory:	Collection
Estimated Cost:	\$620,000
Actual Cost:	
Fiscal Year:	2022-23

Project Description:

This project will include a well structure, duplex pumps, pump slide rails, ventilation system, internal piping, and electrical and control system upgrades. Property acquisition may be required to accommodate construction and increased wetwell sizing. The odor control system will need to be implemented. Growth within the service area will need to be accommodated in the station sizing projections.

Design elements will need to include an evaluation of extending a gravity sewer line to Lift Station No. 3. Lift Station No. 3 is located under U.S. Highway 395 and is also in poor shape. The extension of a gravity line from Lift Station No. 6 to Lift Station No. 3 and a crossing under the Union Pacific Railroad tracks may be more cost effective than replacing both lift stations independently.

Project Justification:

Lift Station No. 6 is an older pump station built in approximately 1981 and, as such, the submersible duplex pump station has experienced corrosion on all metal elements and the physical concrete structure. The existing structure is 22 feet deep. The facility receives all discharge from the community pool and the wetwell's capacity is insufficient to accommodate sewage flows without excessive pump cycles. A larger wetwell will provide more time between pump cycles, simultaneously providing a buffer against overflows and system backups.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 13.0	Recycled Water Fund	\$620,000	2022-23
Total for Fiscal Year		\$620,000	



Project Number:	S 17.0
Project Name:	Recycled Water Treatment Plant Administrative Building Heating, Ventilation, and Air Conditioning Upgrades
Fund:	Recycled Water
Subcategory:	Treatment
Estimated Cost:	\$40,000
Actual Cost:	\$53,974.62*
Fiscal Year:	2018-19

*Includes additional insulation work.

Project Description:

The project will include the installation of new heat pumps and a furnace and ducting to accommodate a new heating, ventilation, and air conditioning system in the administrative building at the recycled water treatment plant. Building modifications and electrical systems modifications may be required to accommodate the new equipment.

Project Justification:

Laboratory test procedures and compliance regulations escalate continuously. A new air conditioning system is needed to obtain and maintain certified compliance with existing and anticipated regulations.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 17.0	Recycled Water Fund	\$40,000	2018-19
Total for Fiscal Year		\$40,000	



Project Number:	S 19.0
Project Name:	Recycled Water Treatment Plant Biosolids Pond Dredging
Fund:	Recycled Water
Subcategory:	Disposal
Estimated Cost:	\$300,000 (Total Reserve Deposits) (plus inflation depending on project year)
Fiscal Year:	Undefined

Project Description:

The project will include the permitting, dredging, dewatering, and hauling of biosolids to a disposal facility. Work will include a pre-dredge survey of the lagoon to quantify the total volume of solids within the pond, chemical testing of the biosolids as required in the permits, and development of bid documents for the project. The Contractor is anticipated to be paid based on the volume of solids removed and the water content of the biosolids hauled to the disposal site to ensure adequate dewatering of the material is being completed.

Project Justification:

The biosolids handling equipment installed in 2018 reduces the total volume of suspended solids within the wastewater but does not eliminate it. Suspended solids will continue to settle out of the water within the lagoon but at a slower rate. Biosolids removal in the lagoon will need to be completed approximately every 20 years, based on current loading rates.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 19.0	Recycled Water Fund	\$50,000	Undefined
S 19.0	Recycled Water Fund	\$50,000	Undefined
S 19.0	Recycled Water Fund	\$50,000	Undefined
S 19.0	Recycled Water Fund	\$50,000	Undefined
S 19.0	Recycled Water Fund	\$50,000	Undefined
S 19.0	Recycled Water Fund	\$50,000	Undefined
Total for Fiscal Year		\$300,000	



Project Number:	S 20.0
Project Name:	Sanitary Sewer Collection System Study (SSCSS)
Fund:	Recycled Water
Subcategory:	Planning
Estimated Cost:	\$160,000
Actual Cost:	
Fiscal Year:	2019-20 to 2020-21

Project Description:

The project will include a review of collection system plans, old reports, video records, staff interviews, and Geographic Information System records. The SSCSS will characterize the collection system, identify deficiencies, and prepare an implementation plan. Work will include a TV inspection, lift station evaluations, and a capacity analysis to assist in identifying problematic areas in the collection system. Findings will be summarized in the SSCSS, with cost estimates included for recommended improvements.

Project Justification:

The last collection system study was completed in 1997 and, since then, the population has increased by approximately 10,000 people. Periodic evaluations of the collection system allows the superintendent to identify and monitor trouble spots within the collection system, identify deficiencies, and effectively prioritize and plan collection system repairs and upgrades.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 20.0	Recycled Water Fund	\$160,000	2019-20 to 2020-21
Total for Fiscal Year		\$160,000	



Project Number:	S 21.0
Project Name:	Vactor Truck
Fund:	Recycled Water
Subcategory:	Vehicles/Equipment
Estimated Cost:	\$425,000
Actual Cost:	\$424,700
Fiscal Year:	2018-19

Project Description:

The Vactor truck will accommodate the primary cleaning of the sanitary sewer collection system. The Vactor truck will be set up on a Western Star 4700 chassis with tandem rear axle capable of supporting a minimum 1,300-gallon fresh water tank, a water pump capable of generating 3,000 pounds per square inch, 12-yard debris body with hydraulic door, dual-stage vacuum with 3/4-inch jet with 1,200 feet of hose on a 10-foot boom, with a cold weather recirculation system. The truck will have an electronic control and monitoring system mounted on the front hose reel, light bars, and aluminum wheels resistant to corrosion.

Project Justification:

The existing Vactor truck is nearing the end of its 10-year service life. The truck is used on a regular basis to maintain and clean the City's sanitary collection system and serves as a critical piece of equipment to resolve collection system blockages. The 2007 truck will remain in service as a backup unit, and the 1996 truck will be removed from inventory and surplused due to difficulties with storage and parts availability.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 21.0	Recycled Water Fund	\$425,000	2018-19
Total for Fiscal Year		\$425,000	

Project Number:	S 27.0
Project Name:	W. Juniper/W. Pine Avenue Gravity Sewer Line Replacement
Fund:	Recycled Water
Subcategory:	Collection
Estimated Cost:	\$480,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

The project will include replacing 1,230 linear feet of existing sanitary sewer line located along W. Juniper Avenue and W. Pine Avenue (W9-2 to W1-5). Work will include installation of new polyvinyl chloride sewer pipe and new precast manholes to replace the piping on private property and yard and fence restoration and sewage bypass pumping to accommodate collection system improvements.

Project Justification:

The City identified these pipe segments as a high priority due to known root intrusions and defective laterals. The pipes to be replaced are located mid-block between residential lots. Because multiple laterals need to be replaced, it is recommended the pipe segments be replaced by conventional dig and replace methods.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 27.0	Recycled Water Fund	\$480,000	Undefined
Total for Fiscal Year		\$480,000	

Project Number:	S 28.0
Project Name:	S. 1st Street Gravity Sewer Line Replacement
Fund:	Recycled Water
Subcategory:	Collection
Estimated Cost:	\$130,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

The project will include replacing 320 linear feet of existing sanitary sewer line located along S. 1st Street near the intersection of E. Highland Avenue (W15-89 to W15-72). Work will include installation of new polyvinyl chloride sewer pipe and new precast manholes to replace the piping within street right-of-way, including asphalt roadway and concrete restoration and sewage bypass pumping to accommodate collection system improvements.

Project Justification:

This existing section of pipeline is steel pipe. This material is susceptible to accelerated corrosion, which leads to pipe failure. The pipes to be replaced are within street right-of-way. It is recommended the pipe segments be replaced by conventional dig and replace methods.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 28.0	Recycled Water Fund	\$130,000	Undefined
Total for Fiscal Year		\$130,000	

Project Number:	S 29.0
Project Name:	E. Newport Avenue Gravity Sewer Line Improvements
Fund:	Recycled Water
Subcategory:	Collection
Estimated Cost:	\$130,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

The project will include connecting to six existing sewer services lines, extending them to an existing 8-inch line running parallel, and abandoning the existing line in place (CO-56 to Manhole E13-148). Work will include installation of new polyvinyl chloride sewer service pipe within street right-of-way, including asphalt roadway and sewage bypass pumping to accommodate collection system improvements.

Project Justification:

This existing section of pipeline is vitrified clay pipe. This pipe is structurally compromised, exhibiting large cracks and missing sections of the pipe wall. Other deficiencies include protruding laterals, pipe sags, and failing joints. Therefore, it is recommended the pipe segment be abandoned in-place and existing sewer service connections be rerouted to the adjacent sewer line.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 29.0	Recycled Water Fund	\$130,000	Undefined
Total for Fiscal Year		\$130,000	

Project Number:	S 30.0
Project Name:	W. Madrona/W. Ridgeway Avenue Sewer Line Replacement
Fund:	Recycled Water
Subcategory:	Collection
Estimated Cost:	\$270,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

The project will include replacing 510 linear feet of existing sanitary sewer line located along W. Madrona Avenue and W. Ridgeway Avenue (W9-39 to W9-24). Work will include installation of new polyvinyl chloride sewer pipe and new precast manholes to replace the piping on private property with yard and fence restoration and sewage bypass pumping to accommodate collection system improvements.

Project Justification:

The pipes at this location consist of two sections of 6-inch concrete pipe. Due to a horizontal bend in the pipe, television inspection is not possible. The sections of pipe successfully inspected in this area have pipe sags and spalls or holes in the pipe invert. Due to pipe size not meeting the minimum requirements according to Oregon Department of Environmental Quality standards, the deficiencies identified, and the access restrictions, it is recommended the pipe segment be replaced by conventional dig and replace methods.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 30.0	Recycled Water Fund	\$270,000	Undefined
Total for Fiscal Year		\$270,000	

Project Number:	S 31.0
Project Name:	N.E. 9th Street Gravity Sewer Line Replacement
Fund:	Recycled Water
Subcategory:	Collection
Estimated Cost:	\$180,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

The project will include replacing 450 linear feet of existing sanitary sewer line located along N.E. 9th Street near the intersection of E. Main Street (CO-20 to W15-54). Work will include installation of new polyvinyl chloride sewer pipe and new precast manholes to replace the piping within street right-of-way, including asphalt roadway and concrete restoration and sewage bypass pumping to accommodate collection system improvements.

Project Justification:

Two sections of 8-inch cast iron pipe were installed at this location. The deficiencies include improperly installed service connections, pipe sags, and missing pipe lining exposing bare metal. The susceptibility to early corrosion issues led to its recommendation as a high priority.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 31.0	Recycled Water Fund	\$180,000	Undefined
Total for Fiscal Year		\$180,000	

Project Number:	S 32.0
Project Name:	S.E. 5th Street Gravity Sewer Line Replacement
Fund:	Recycled Water
Subcategory:	Collection
Estimated Cost:	\$165,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

The project will include replacing 350 linear feet of existing sanitary sewer line located along S.E. 5th Street near the intersection of E. Hurlburt Avenue (W12-49 to W12-53). Work will include installation of new polyvinyl chloride sewer pipe and new precast manholes to replace the piping within street right-of-way, including asphalt roadway and concrete restoration and sewage bypass pumping to accommodate collection system improvements.

Project Justification:

This existing section of pipeline is vitrified clay pipe. Observed deficiencies include large pipe sags and offset joints. Other deficiencies are thought to exist in this line, but large pipe sags hindered visibility during the television inspection. Therefore, it is recommended the pipe segment be replaced with conventional dig and replace construction methods.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 32.0	Recycled Water Fund	\$165,000	Undefined
Total for Fiscal Year		\$165,000	



Project Number:	S 33.0
Project Name:	Lift Station No. 8 Electrical and Controls
Fund:	Recycled Water
Subcategory:	Collection
Estimated Cost:	\$340,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

The project will install new electrical switchgear and controls to replace equipment that has reached the end of its service life.

Project Justification:

The electrical and pump controls at Lift Station No. 8 have surpassed their useful life and need to be updated to current industry standards. It is recommended that pumping volumes and pump run hours be monitored as development occurs in areas served by Lift Station No. 8 as pumping capacities will need to be increased to meet future demands.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
S 33.0	Recycled Water Fund	\$340,000	Undefined
Total for Fiscal Year		\$340,000	

Street Department Appendix

Projects in the "Street Department Appendix" are either completed or are proposed projects that are not included in the five-year Capital Improvements Plan (CIP) planning period. Any dates included with the projects in the "Street Department Appendix" section have not been approved by the City Council. These projects should be considered as supported by the City Council, pending adequate funding. Projects included in this list should be the first to be considered during updates to the five-year CIP, as well as for potential grant funding opportunities if they arise and do not compete for grant funds with projects listed in the current five-year CIP.

PROPOSED STREET CAPITAL IMPROVEMENT PROJECTS

Project No.*	Project Description	Cost Estimate
ST 7.0	Right-of-Way Acquisition	\$230,000
ST 8.0	N.W. June Avenue Improvements	\$190,000
ST 9.0	E. Highland Avenue and S. 1st Street Intersection Improvements	\$2,100,000
ST 10.0	W. Orchard Avenue and S. 1st Street Intersection Improvements	\$2,700,000
ST 11.1	E. Gettman Road Construction	\$2,540,000
ST 12.0	S.E. 10th Street Bridge Replacement	\$290,000
ST 13.0	N.W. 2nd Street Paving	\$210,000
ST 14.0	S.W. 17th Street Reconstruction	\$470,000
ST 15.0	N.E. 10th Street Reconstruction	\$3,100,000
ST 17.0	S.E. 7th and Main Street Roundabout	\$2,200,000
ST 18.0	Stormwater Lift Station No. 2 Reconstruction - Pumps	\$60,000
ST 19.0	Stormwater Lift Station No. 2 Reconstruction - Alarms	\$90,000
ST 20.0	Pedestrian Flashers	\$170,000
ST 23.0	W. Highland Avenue and S. 1st Street Intersection Improvements	\$2,100,000
ST 25.0	N.W. 2nd Street and W. Dogwood Avenue Paving	\$440,000
ST 27.0	S. 1st Street Intersection Alternatives Study	\$100,000

*Project numbers have no implication to priority.

COMPLETED STREET CAPITAL IMPROVEMENT PROJECTS

Project No.	Project Description	Fiscal Year Completed
ST 1.0	S. 1st Street Bridge Replacement	2018-19
ST 1.1	Backhoe Loader	2019-20
ST 2.0	W. Hermiston Avenue Overlay	2018-19
ST 3.0	E. Theater Lane Construction	2019-20
ST 16.0	N.W. 3rd Street Paving	2022-23



Project Number:	ST 1.0
Project Name:	S. 1st Street Bridge Replacement
Fund:	Street
Subcategory:	
Estimated Cost:	\$200,000
Actual Cost:	\$318,611.69*
Fiscal Year:	2018-19

*Three primary factors contributed to the cost over-runs for this project. 1) The size and type of the project resulted in a low number of bids coming in higher than expected. 2) Underground utility conflicts created unanticipated challenges. 3) Extraordinary snowfall and cold temperatures in February and March 2019 caused a long delay just after work began. The final cost was \$118,000 above the original estimate.

Project Description:

The project will replace and widen the bridge across the Maxwell Canal. Work will be completed when the irrigation canal is not actively flowing water to minimize construction coordination and installation issues. A new box culvert will be installed on a new foundation, the structure widened to facilitate matching existing roadway widths and a sidewalk extension across the structure, and existing guardrails will be replaced. Cost estimates are based on the bridge being closed to all traffic during construction to minimize conflicts.

Project Justification:

The bridge deck on S. 1st Street across Maxwell Canal is failing and needs to be repaired to safeguard public safety. The existing bridge deck has been cracking, and the increased maintenance costs are exceeding the costs associated with the replacement of the bridge deck. Widening of the structure to the right-of-way width will allow sidewalks to be extended across the structure. The project will improve the structural integrity of the roadway and prevent premature failure of the structure.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 1.0	Street Fund	\$200,000	2018-19
Total for Fiscal Year		\$200,000	



Project Number:	W 2.0, S 1.0, ST 1.1
Project Name:	Backhoe Loader
Fund:	Water, Recycled Water, and Street
Subcategory:	Vehicles/Equipment
Estimated Cost:	\$30,000
Actual Cost:	
Fiscal Year:	2019-20

Project Description:

The new backhoe loader will be shared between the Water, Recycled Water, and Street Departments. The new backhoe loader should have the following features: minimum 110 horsepower engine with Tier 4 emission standards, four-wheel drive, dig depth of 15 feet, center-pivot hoe, auxiliary hydraulic line to front and rear buckets, hydraulic hoe thumb, 1.75-cubic yard loader bucket, heavy duty soil hoe bucket, fully enclosed cab, air conditioning, and quick release buckets. The backhoe loader will need to be capable of driving and carrying loads within the City. The 1994 backhoe loader should be surplus with the 1979 backhoe loader being utilized as a backup.

Project Justification:

The existing 1994 Case backhoe loader serves as the primary emergency unit to repair water line breaks. The backhoe loader has the following issues:

- The fuel tank is integrated into the frame and is problematic to repair, with \$5,000 invested to date.
- The design life is 5,000 hours, and it is currently at 4,000 hours.
- The transmission is not working correctly (estimated \$10,000 to repair). The dealer has advised the City not to use third and fourth gears.
- The brakes and other safety components are not working properly and are creating safety issues.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
W 2.0	Water Fund	\$90,000	2019-20
S 1.0	Recycled Water Fund	\$20,000	2019-20
ST 1.1	Street Fund	\$30,000	2019-20
Total for Fiscal Year		\$140,000	



Project Number:	ST 2.0
Project Name:	W. Hermiston Avenue Overlay
Fund:	Street
Subcategory:	
Estimated Cost:	\$490,000
Actual Cost:	\$615,348.91*
Fiscal Year:	2018-19

*The original project scope consisted of roadway resurfacing between N. 1st Place to N.W. 11th Street. However, the Public Infrastructure Committee and the City Council recognized that a storefront-to-storefront reconstruction was needed. This provided the City the opportunity to replace the deteriorating sidewalks, add decorative lights, improve the storm sewer drainage, and relocate aerial utilities to underground. The final cost was \$125,000 above the original scope estimate.

Project Description:

The project will include resurfacing W. Hermiston Avenue from N. 1st Place to N.W. 11th Street. The project will grind the asphalt along the roadway as necessary to develop a smooth surface, restore surface drainage, and match critical roadway, sidewalk, doorway, and ramp elevations. Americans with Disabilities Act ramps within the project area will be upgraded to match current Americans with Disabilities Act standards. Work will restore centerline stripes and crosswalks and adjust all roadway monumentation and manholes/catch basins. Damaged sidewalks will be replaced. Work will be coordinated with City water and Recycled Water Departments and external utility providers to ensure all underground utility work is completed concurrently.

Project Justification:

W. Hermiston Avenue needs to be resurfaced to ensure the roadway subgrade is not damaged by water infiltration through the existing asphalt mat and that the roadway can support future traffic volumes. The existing roadway surface has both longitudinal/transverse cracking, and sidewalks have slopes and drop-offs that do not meet ADA standards. Roadway improvements are required to correct safety deficiencies, prevent the premature failure of the roadways, and meet the transportation needs of the community.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 2.0	Street Fund	\$490,000	2018-19
Total for Fiscal Year		\$490,000	



Project Number:	ST 3.0
Project Name:	E. Theater Lane Construction
Fund:	Street
Subcategory:	
Estimated Cost:	\$630,000
Actual Cost:	\$474,570.25
Fiscal Year:	2018-19 to 2019-20

*Substantial cost savings were realized on this project by partnering private developers and by completing the work via Change Order during a non-CIP water system improvement project occurring in the same area.

Project Description:

The project will include installation of new asphalt roadway sections in those areas where the roadway is gravel between N.E. 8th and N.E. 10th Streets. Existing sidewalk ramps within the project area will be upgraded to match current ADA standards. Work will provide centerline stripes and crosswalks. New sidewalks will be installed by adjacent properties as development occurs. Work will need to be coordinated with City Water and Recycled Water Departments and external utility providers to ensure all underground utility work is completed concurrently.

Project Justification:

E. Theater Lane accesses undeveloped property that could support a new elementary school for the Hermiston School District. Sections of the existing roadway are gravel. If a school is developed in the area, frontage improvements will need to be included within the school's project costs.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 3.0	Street Fund	\$45,000	2018-19
ST 3.0	Street Fund	\$585,000	2019-20
Total for Fiscal Year		\$630,000	



Project Number:	ST 7.0
Project Name:	Right-of-way Acquisition
Fund:	Street
Subcategory:	
Estimated Cost:	\$230,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

The project will include acquisition of right-of-way along future roadway extensions within the City. The right-of-way will provide the City with the ability to fully develop a new roadway meeting design criteria with bike lanes and sidewalks in the future as development in the area continues. Work will need to include the required surveys, appraisals, and negotiations with the property owners necessary to secure the property.

Project Justification:

Narrow gravel roadways within the City with limited right-of-way will need to be improved to accommodate future traffic loading. These roadways traditionally evolve from their original rural nature and, as development extends, will be utilized as arterials.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 7.0	Street Fund	\$230,000	Undefined
Total for Fiscal Year		\$230,000	



Project Number:	ST 8.0
Project Name:	N.W. June Avenue Improvements
Fund:	Street
Subcategory:	
Estimated Cost:	\$190,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

The project will include development of a formal roadway on N.W. June Avenue from N.W. Spruce Street to N. 1st Street. The project will include roadway grading; storm drainage; installation of curb, gutter, and sidewalk; and asphalt pavement. Work will include installation of crosswalks and development of roadway monumentation.

Project Justification:

N.W. June Avenue, from N.W. Spruce Street to N. 1st Street lacks a formal roadway, and curb returns were installed when N. 1st Street was improved, creating formal definition for the roadway along N. 1st Street. The existing roadway surface is gravel, has no sidewalks, and has unrestricted access to the roadway from parking areas. Roadway improvements are required to prevent the premature failure of the roadway, minimize safety issues, and ensure the roadway is functional for the community and businesses in the area.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 8.0	Street Fund	\$190,000	Undefined
Total for Fiscal Year		\$190,000	



Project Number:	ST 9.0
Project Name:	E. Highland Avenue and S. 1st Street Intersection Improvements
Fund:	Street and State Grant
Subcategory:	
Estimated Cost:	\$2,100,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

This project will develop traffic control improvements to the E. Highland Avenue and S. 1st Street intersection. An intersection analysis will be completed that will evaluate improvements to the intersection to improve pedestrian movements that may include either a traffic roundabout, relocation of pedestrian crossing locations, or full signalization of the intersection. Improvements will be designed to accommodate pedestrian movements, left turn movements, and traffic volumes and may include new sidewalks, pavement modifications, drainage improvements, and/or signal systems.

Project Justification:

The E. Highland Avenue and S. 1st Street intersection is a major intersection with high traffic volumes. Hermiston High School is also located in the northwest corner of the intersection. The four-way stop-controlled intersection does not have any signalization or pedestrian control systems. Safety and traffic control improvements are warranted.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 8.0	Street Fund	\$2,100,000	Undefined
Total for Fiscal Year		\$190,000	



Project Number:	ST 10.0
Project Name:	W. Orchard Avenue and S. 1st Street Intersection Improvements
Fund:	Street and State Grant
Subcategory:	
Estimated Cost:	\$2,700,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

The project will develop intersection and roadway improvements to the W. Orchard Avenue and S. 1st Street intersection. Improvements will be designed to accommodate left turn movements, the short distance between the intersection and the Union Pacific Railroad tracks, traffic volumes, and pedestrian movements. Work may include new sidewalks, pavement modifications, drainage improvements, and/or signal systems.

Project Justification:

The W. Orchard Avenue and S. 1st Street intersection is a major intersection with high traffic volumes and difficult transition angles between the Union Pacific Railroad tracks, and U.S. Highway 395. The Orchard Avenue and S. 1st Street intersection needs to be realigned to minimize conflicts between vehicles, trucks, trains, and pedestrians. Safety and traffic control improvements are warranted.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 10.0	Street Fund and State Grant	\$2,700,000	Undefined
Total for Fiscal Year		\$2,700,000	



Project Number:	ST 11.0
Project Name:	W. Gettman Road Construction (Highway 207 to S. 1st Street)
Fund:	Street
Subcategory:	
Estimated Cost:	\$2,800,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

The project will include developing W. Gettman Road from Highway 207 to S. 1st Street (approximately 5,250 feet). The project will develop a new City street over the existing gravel roadway and will reconstruct portions of paved roadways not built to City standards. Curb, gutter, and sidewalks will not be included in the project, as they will be included as part of development projects in the area when they occur. The roadway will ultimately be developed as an urban minor collector with sidewalks and bike lanes in accordance with the City's 1999 Transportation System Plan. The Union Pacific Railroad track crossing will need to be improved along with a crossing of the Maxwell Canal. Work will need to be coordinated with City Water and Recycled Water Departments and external utility providers to ensure all underground utility work is completed concurrently.

Project Justification:

W. Gettman Road is a narrow gravel roadway, with limited right-of-way, located on the south edge of the City. Sections of the roadway near housing developments have been upgraded to include pavement. The roadway is evolving from its original rural nature and, as development extends, is being utilized as an east-to-west collector.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 11.0	Street Fund	\$2,800,000	Undefined
Total for Fiscal Year		\$2,800,000	



Project Number:	ST 11.1
Project Name:	E. Gettman Road Construction (S. 1st Street to U.S. Highway 395)
Fund:	Street
Subcategory:	
Estimated Cost:	\$2,800,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

The project will include developing E. Gettman Road from S. 1st Street to U.S. Highway 395 (approximately 3,850 feet). The project will construct a new roadway and will include crossing the "A" Line Canal by installing a concrete bottomless box culvert. Curb, gutter, and sidewalks will not be included in the project, as they will be included as part of development projects in the area when they occur. The roadway will ultimately be developed as an Urban Minor Collector with sidewalks and bike lanes in accordance with the City's 1999 Transportation System Plan. Work will need to be coordinated with City Water and Recycled Water Departments and external utility providers to ensure all underground utility work is completed concurrently. Right-of-way acquisition will be required and is included in the preliminary cost estimate.

Project Justification:

The south end of the City continues to develop and, with the construction of Armand Larive Middle School, the traffic volume along W. Gettman Road and S. 1st Street has increased significantly. Development of E. Gettman Road between S. 1st Street and U.S. Highway 395 will take some traffic off local streets and provide a good east-to-west collector for this developing area.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 11.1	Street Fund	\$2,800,000	Undefined
Total for Fiscal Year		\$2,800,000	



Project Number:	ST 12.0
Project Name:	S.E. 10th Street Bridge Replacement
Fund:	Street
Subcategory:	
Estimated Cost:	\$290,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

The project will replace and widen the bridge structure across the A Line Canal. Work will be completed when the irrigation canal is not flowing water to minimize construction coordination and installation issues. A new box culvert will be installed on a new foundation, the structure will be widened to accommodate two lanes of traffic, there will be an addition of a future sidewalk extension across the structure, and existing guardrails will be replaced. The existing gas line will need to be accommodated during the design process. Cost estimates are based on the bridge being closed to all traffic to streamline construction. Right-of-way acquisition is required and is included in the preliminary cost estimate.

Project Justification:

To ensure public safety, the bridge deck on the S.E. 10th Street box culvert across the A Line Canal is a single-lane bridge and does not accommodate pedestrian movements. In addition to the new box culvert, widening the structure will provide for two lanes of traffic, accommodate sidewalks, and improve its structural integrity.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 12.0	Street Fund	\$290,000	Undefined
Total for Fiscal Year		\$290,000	



Project Number:	ST 13.0
Project Name:	N.W. 2nd Street Paving
Fund:	Street
Subcategory:	
Estimated Cost:	\$210,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

The project will pave N.W. 2nd Street from W. Elm Avenue extending south to W. Dogwood Avenue (approximately 250 feet). The project includes roadway grading and development of a storm drainage system and asphalt pavement. Installation of centerline stripes and crosswalks and development of roadway monumentation may be included in the project.

Project Justification:

N.W. 2nd Street from W. Elm Avenue extending south to W. Dogwood Avenue is a gravel roadway. The existing roadway has no sidewalks and has unrestricted access to the roadway from parking areas and open areas in the immediate vicinity of the roadway. Roadway improvements are required to minimize maintenance activities, handle increased traffic volumes, minimize pedestrian safety issues, and ensure the roadway is functional for the community and business development.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 13.0	Street Fund	\$210,000	Undefined
Total for Fiscal Year		\$210,000	



Project Number:	ST 14.0
Project Name:	S.W. 17th Street Reconstruction
Fund:	Street
Subcategory:	
Estimated Cost:	\$470,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

The City is considering taking a proactive approach to the redevelopment of S.W. 17th Street beginning at Highland Avenue and extending south to 16th Place, as it is currently in the County but will be annexed into the City in the future. Asphalt surfaces will be ground and repaved, with missing sidewalk areas infilled to improve pedestrian safety. Americans with Disabilities Act ramps within the project area will be upgraded to match current Americans with Disabilities Act standards. Work will restore centerline stripes and crosswalks and adjust all roadway monumentation and manholes/catch basins. Work will need to be coordinated with the County, City Water and Recycled Water Departments, and external utility providers to ensure all underground utility work is completed concurrently. Right-of-way may be required to complete all improvements.

Project Justification:

S.W. 17th Street is currently in the County and needs to be reconstructed to improve pedestrian safety through installation of sidewalks and prevent premature subgrade failure due to water intrusion through roadway cracks. The lack of sidewalks has also allowed uncontrolled roadway access from property along the roadway creating sight distance issues. Repairs will meet the needs of the community to improve pedestrian and traffic safety elements.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 14.0	Street Fund	\$470,000	Undefined
Total for Fiscal Year		\$470,000	



Project Number:	ST 15.0
Project Name:	N.E. 10th Street Reconstruction
Fund:	Street
Subcategory:	
Estimated Cost:	\$3,100,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

The project will include paving N.E. 10th Street from Diagonal Road extending north to E. Elm Avenue (approximately 1,650 feet). The project will include roadway grading and development of a storm drainage system and asphalt pavement. The installation of centerline stripes and crosswalks and development of roadway monumentation may be included in the project.

Project Justification:

N.E. 10th Street from Diagonal Road extending north to E. Elm Avenue is a paved roadway. The existing roadway has no sidewalks and has unrestricted access to the roadway from parking areas and open areas in the immediate vicinity of the roadway. Roadway improvements are required to minimize maintenance activities, handle increased traffic volumes, minimize pedestrian safety issues, and ensure the roadway is functional for the community and the school located in the immediate vicinity.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 15.0	Street Fund	\$3,100,000	Undefined
Total for Fiscal Year		\$3,100,000	



Project Number:	ST 16.0
Project Name:	N.W. 3rd Street Paving
Fund:	Street
Subcategory:	
Estimated Cost:	\$280,000 (plus inflation depending on year constructed)
Actual Cost:	
Fiscal Year:	Undefined

Project Description:

The project will include paving N.W. 3rd Street from W. Marie Avenue extending south to the termination of the existing gravel roadway (approximately 800 feet). The project includes roadway grading and development of a storm drainage system and asphalt pavement. Installation of centerline stripes and crosswalks and development of roadway monumentation may be included in the project.

Project Justification:

N.W. 3rd Street from W. Marie Avenue extending south to the termination of the existing gravel roadway lacks a formal roadway and asphalt. The existing roadway surface is gravel, has no sidewalks, and has unrestricted access to the roadway from parking areas and open areas in the immediate vicinity. Roadway improvements are required to prevent premature failure of the roadway, minimize safety issues, and ensure the roadway is functional for the community and businesses in the area.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 16.0	Street Fund	\$280,000	Undefined
Total for Fiscal Year		\$280,000	



Project Number:	ST 17.0
Project Name:	S.E. 7th and Main Street Roundabout
Fund:	Street
Subcategory:	
Estimated Cost:	\$2,200,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

The proposed roundabout will need to be designed to integrate into the existing right-of-way, accept existing roadway angles, and facilitate vehicle movement through the intersection. Preliminary stages of the project will need to include public open houses, evaluation of turning movements for vehicles utilizing the intersection, review of options for landscaping the center island, evaluation of existing utility impacts, and development of pedestrian movement routes.

Project Justification:

The S.E. 7th Street and Main Street intersection is a five-way intersection with Main Street being uncontrolled for vehicle movements and the other three legs having stop control. Roundabouts have been successfully integrated into communities to reduce traffic congestion and improve safety. The roundabout gives vehicles in the circular travel way the right-of-way, the impact area is relatively small, and the layout allows multiple roadways to reduce the number of vehicle/pedestrian conflicts.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 17.0	Street Fund	\$2,200,000	Undefined
Total for Fiscal Year		\$2,200,000	



Project Number:	ST 18.0
Project Name:	Stormwater Lift Station No. 2 Reconstruction - Pumps
Fund:	Street
Subcategory:	Stormwater
Estimated Cost:	\$60,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

The project will include the installation of duplex pumps. Engineering and construction engineering services will also be included in the project.

Project Justification:

Stormwater Lift Station No. 2 is an older pump station built in approximately 1981, located near the intersection of Catherine and 4th Streets. The existing submersible duplex pumps and electrical systems need to be replaced due to their age and the City’s inability to get replacement parts.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 18.0	Street Fund	\$60,000	Undefined
Total for Fiscal Year		\$60,000	



Project Number:	ST 19.0
Project Name:	Stormwater Lift Station No. 2 Reconstruction – Alarms
Fund:	Street
Subcategory:	Stormwater
Estimated Cost:	\$90,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

The project will include electrical and control system upgrades. Engineering and construction engineering services will also be included in the project.

Project Justification:

The stormwater Lift Station No. 2 alarms are not working as needed. Inactive alarms will not alert the operator that a stormwater problem has occurred. Overflows to the environment follow, creating traffic hazards.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 19.0	Street Fund	\$90,000	Undefined
Total for Fiscal Year		\$90,000	



Project Number:	ST 20.0
Project Name:	Pedestrian Flashers
Fund:	Street
Subcategory:	Vehicles/Equipment
Estimated Cost:	\$170,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

The project will install rectangular rapid flash beacons at strategic locations around the Hermiston High School. Rectangular rapid flash beacons may be solar-powered light-emitting diode signs capable of flashing patterns similar to emergency flashers. Work will also require installation of Americans with Disabilities ramps at the selected locations. The work will include the preparation of design engineering and construction engineering services.

Project Justification:

School student safety and associated traffic interaction require the use of upgraded safety signs and lights in and around the school premises.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 20.0	Street Fund	\$170,000	Undefined
Total for Fiscal Year		\$170,000	



Project Number:	ST 23.0
Project Name:	W. Highland Avenue and S. 1st Street Intersection Improvements
Fund:	Street and State Grant
Subcategory:	
Estimated Cost:	\$2,100,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

The project will develop traffic control improvements to the W. Highland Avenue and S. 1st Street intersection. Improvements will be designed to accommodate pedestrian movements, left turn movements, and traffic volumes and may include new sidewalks, pavement modifications, drainage improvements, and/or signal systems.

Project Justification:

The W. Highland Avenue and S. 1st Street intersection is a major intersection with high traffic volumes. Hermiston High School is also located in the northwest corner of the intersection. The four-way stop-controlled intersection does not have any signalization or pedestrian control systems. Safety and traffic control improvements are warranted.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 23.0	Street Fund and State Grant	\$2,100,000	Undefined
Total for Fiscal Year		\$2,100,000	



Project Number:	ST 25.0
Project Name:	N.W. 2nd Street and W. Dogwood Avenue Paving
Fund:	Street
Subcategory:	
Estimated Cost:	\$440,000 (plus inflation depending on year constructed)
Fiscal Year:	Undefined

Project Description:

The project will pave N.W. 2nd Street from W. Elm Avenue extending south to W. Dogwood Avenue (approximately 600 feet). The project includes roadway grading and development of a storm drainage system and asphalt pavement. Installation of centerline stripes and crosswalks and development of roadway monumentation may be included in the project.

Project Justification:

N.W. 2nd Street from W. Elm Avenue extending south to W. Dogwood Avenue is a gravel roadway. The existing roadway has no sidewalks and has unrestricted access to the roadway from parking areas and open areas in the immediate vicinity of the roadway. Roadway improvements are required to minimize maintenance activities, handle increased traffic volumes, minimize pedestrian safety issues, and ensure the roadway is functional for the community and business development.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 25.0	Street Fund	\$440,000	Undefined
Total for Fiscal Year		\$440,000	



Project Number:	ST 27.0
Project Name:	S. 1st Street Intersection Alternatives Study
Fund:	Street
Subcategory:	
Estimated Cost:	\$100,000 (plus inflation depending on year completed)
Fiscal Year:	Undefined

Project Description:

The project will develop intersection design alternatives and provide a recommendation for traffic control improvements to W. Highland Avenue and S. 1st Street and the W. Orchard Avenue and S. 1st Street intersections. The analysis will evaluate improvements to the intersection to improve pedestrian movements that may include either a traffic roundabout, relocation of pedestrian crossing locations, or full signalization of the intersection. Improvements will be designed to accommodate pedestrian movements, left turn movements, and traffic volumes and may include new sidewalks, pavement modifications, drainage improvements, and/or signal systems.

Project Justification:

The W. Highland Avenue and S. 1st Street intersection is a major intersection with high traffic volumes. Hermiston High School is also located in the northwest corner of the intersection. The four-way stop-controlled intersection does not have any signalization or pedestrian control systems. Safety and traffic control improvements are warranted. The W. Orchard Avenue and S. 1st Street intersection frequently experiences performance issues related to the proximity of a signalized rail crossing and signalized intersection with Oregon Highway 395. This intersection also experiences a high volume of emergency response vehicles due to the proximity of the police and fire stations.

Funding Data:

Project No.	Fund Name	Amount	Fiscal Year
ST 27.0	Street Fund	\$100,000	Undefined
Total for Fiscal Year		\$100,000	