



# CITY COUNCIL

## AGENDA

TUESDAY, NOVEMBER 12, 2024

COUNCIL CHAMBERS - 180 NE 2ND ST.

*Where Life is Sweet*

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

*Zoom with Meeting ID: 829 0043 5622 Passcode: 417097 Telephone number to join is: 1 253  
215 8782; or submitting comments to [meetings@hermiston.gov](mailto:meetings@hermiston.gov)*

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

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

**2. DECLARATION OF QUORUM**

**3. FLAG SALUTE**

**4. PRESENTATIONS**

**A.** Presentation- Hermiston School District Updates

**5. CITIZEN INPUT ON NON-AGENDA ITEMS**

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

**6. CONSENT AGENDA**

**A.** Confirmation to Reappoint Josh Burns to the Airport Advisory Committee, Position 4, Term Ending October 31, 2027

**B.** Confirmation to Reappoint Jeff Kelso to the Parks and Recreation Advisory Committee, Position 1, Term Ending October 31, 2027

- C. Confirmation to Reappoint Hunter Tibbals to the Parks and Recreation Advisory Committee, Position 3, Term Ending October 31, 2027
- D. Confirmation to Appoint Mary Mejia-Weaver to the Parks and Recreation Advisory Committee, Position 2, Term Ending October 31, 2027
- E. Cancel the December 23, 2024 City Council Meeting
- F. New Liquor License Application Recommendation for: Royal Mart #116 located at 1655 N 1st Street
- G. Minutes of the October 28th City Council Work Session and Regular Meeting

## **7. ITEMS REMOVED FROM CONSENT AGENDA**

## **8. ORDINANCES AND RESOLUTIONS**

- A. Ordinance No. 2367- Fats, Oils, & Greases (FOG) Requirements
- B. Resolution 2345- Master Fee Schedule: Add FOG Rate

## **9. COMMITTEE REPORTS**

### **A. City Committee and Liaison:**

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

### **B. Chair's Report**

### **C. Council Report**

### **D. Youth Advisory Report**

### **E. Manager's Report**

## **10. ADJOURN**

### **\*\* AMERICANS WITH DISABILITIES ACT NOTICE\*\***

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



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Mayor and Members of the City Council  
**STAFF REPORT**  
 For the Meeting of November 12, 2024

**Title/Subject**

Cancel the December 23, 2024 City Council Meeting

**Summary and Background**

December 23<sup>rd</sup> is the fourth Monday, the day when the City Council would normally hold its second meeting of December. Due to this date being so close to the Christmas holiday, the second monthly meeting in December is frequently cancelled as many staff and council members are unavailable to meet and a quorum is difficult to achieve.

Staff is requesting the Council consider cancelling the December 23, 2024 City Council meeting. The City Council meeting would then convene on its next regularly scheduled meeting day, Monday, January 13<sup>th</sup>, 2025.

**Tie-In to Council Goals**

NA

**Fiscal Information**

NA

**Alternatives and Recommendation**

**Alternatives**

1. Hold the City Council meeting on the scheduled day: Monday, December 23
2. Reschedule the December 23 City Council meeting to another day of the month
3. Cancel the December 23 City Council meeting

**Recommended Action/Motion**

Cancel the December 23<sup>rd</sup> City Council meeting

**Submitted By:**

City Manager Byron D. Smith



TO: City Manager Byron Smith  
FROM: Chief Jason Edmiston  
DATE: November 4<sup>th</sup>, 2024  
SUBJECT: Liquor License Application – Royal Mart #116

After review of the liquor license application for Royal Mart #116 located at 1655 N 1<sup>st</sup> 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 Rania Dahabreh.

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



# OREGON LIQUOR & CANNABIS COMMISSION

## Local Government Recommendation – Liquor License

### Section 1 – Submission - To be completed by Applicant:

#### License Information

Legal Entity/Individual Applicant Name(s): Sierra Enterprises Oregon, Inc

Proposed Trade Name: Royal Mart #116

Premises Address: 1655 N First St

Ste:

City: Hermiston

County: Umatilla

Zip: 97838

Application Type: ☒ New License Application ☐ Change of Ownership ☐ Change of Location

License Type: Liquor

☐ Additional Location for an Existing License

#### Application Contact Information

Contact Name: Rania Dahabreh

Phone: 5036611244

Mailing Address: 255A Depot St

City: Fairview

State: OR

Zip: 97024

Email Address: apor@sspetro.com

#### Business Details

Please check all that apply to your proposed business operations at this location:

- ☐ Manufacturing/Production at this location
- ☒ Retail Off-Premises Sales at this location
- ☐ Retail On-Premises Sales & Consumption at this location

If there will be On-Premises Consumption at this location:

- ☐ Indoor Consumption ☐ Outdoor Consumption
- ☐ Malt Beverage/Wine/Cider Consumption ☐ Distilled Spirits Consumption
- ☐ Proposing to Allow Minors

Section 1 Continued on next page



**OREGON LIQUOR & CANNABIS COMMISSION**  
**Local Government Recommendation – Liquor License**

**Section 1 Continued – Submission - To be completed by Applicant:**

Legal Entity/Individual Applicant Name(s): Sierra Enterprises Oregon, Inc

Proposed Trade Name: Royal Mart #116

After completing section 1, please submit your application to the local government for recommendation

**Section 2 – Acceptance - To be completed by Local Government:**

**Local Government Recommendation Proof of Acceptance**

After accepting this form, please return a copy to the applicant with received and accepted information

City or County Name: *City of Hermiston*

Optional Date Received Stamp

Date Application Received: *11-01-2024*

Received by: *Lilly Alarcon-Strong*

**Section 3 – Recommendation - To be completed by Local Government:**

- ☐ **Recommend this license be granted**
- ☐ **Recommend this license be denied** (Please include documentation that meets [OAR 845-005-0308](#))
- ☐ **No Recommendation/Neutral**

Name of Reviewing Official:

Title:

Date:

Signature:

After providing your recommendation and signature, please return this form to the applicant.



# CITY COUNCIL

## Work Session Meeting Minutes October 28, 2024

Mayor Drotzmann called the regular work session meeting to order at 6:00pm. Present were Councilors Barron, Primmer, Myers, Peterson, and Duron. Councilor's Hardin, Linton, and McCarthy were excused. Staff in attendance included City Manager Byron Smith, Assistant City Manager Mark Morgan, City Attorney Rich Tovey, HES General Manager Nate Rivera, Chief Jason Edmiston, Parks and Recreation Director Brandon Artz, and City Recorder Lilly Alarcon-Strong.

### **Hermiston Energy Services (HES) Updates**

HES General Manager Nate Rivera presented information (PowerPoint Presentation attached) regarding: how and when HES was acquired from Pacific Power as a consumer-owned non-profit, the amount of kilowatt-hours purchased to serve current customers, HES's contract with Umatilla Electric Cooperative (UEC) for operational services, HES Construction Work Plan and electric utility material cost increases, estimated replacement expenditures, Cost of Service Analysis and results, expense breakdown and rate pressure, rate comparisons, rate adjustments throughout the years and current rate adjustment options, as well as future expectations for the electric industry.

HES General Manager Nate Rivera asked that the Council specifically consider one or two of the rate adjustment options presented so that he can focus his efforts on those possibilities and come back to the Council at a later date with more information and ask for a decision.

There was Council discussion regarding pushing out this information to the public in a broader form and also telling HES's story so the public has a better understanding of why this is needed and that HES has the lowest rates in the state, implementing a smaller annual increase each year instead of waiting years with no increases and then asking for larger amounts more sporadically, and making sure the timing of these increases are not implemented when other utility increases go into effect.

HES General Manager Nate Rivera answered questions and clarified information from the Council such as HES does not provide services to Amazon and that the electrical system HES is currently running on is working over the life expectancy the system was designed for; if HES waits until the system fails before doing updates customers will experience long durations of outages which will also be more expensive to repair as crews will be working afterhours and overtime. HES should be proactive to make sure reliability continues to be great and there are not system failures of this magnitude.

Councilor Barron stated he felt the Council should move forward with Option 1, having a 20.8% increase as to not use additional reserves. All other Councilors disagreed stating this option would be the most difficult for customers especially senior citizens and others who are on fixed incomes and that HES General Manager should return with more information regarding Options 2 and 3, having two or three increases within the next 18 months instead.

### **Adjournment**

Mayor Drotzmann adjourned the work session meeting at 7:02pm and stated the Council will take a short break and then convene for their regular council meeting at 7:05pm.



## Council Update

- About Hermiston Energy Services
- Construction Work Plan (CWP)
- Cost Of Service Analysis (COSA)
- Rate Adjustment Options
- Council Direction



## Hermiston Energy Services

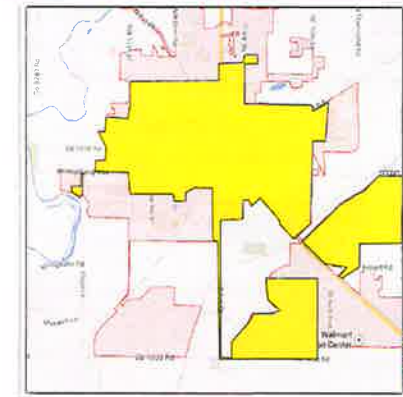
- HES is a Consumer-Owned, Non-Profit Electric Municipality formed October 1, 2001 after acquiring PacifiCorp's Hermiston distribution facilities.
- HES currently serves 5,556 customer-owners, with annual sales of 108 million kilowatt-hours.
- HES's facilities consists of 36.3 miles of overhead and 19.6 miles of underground primary distribution lines.

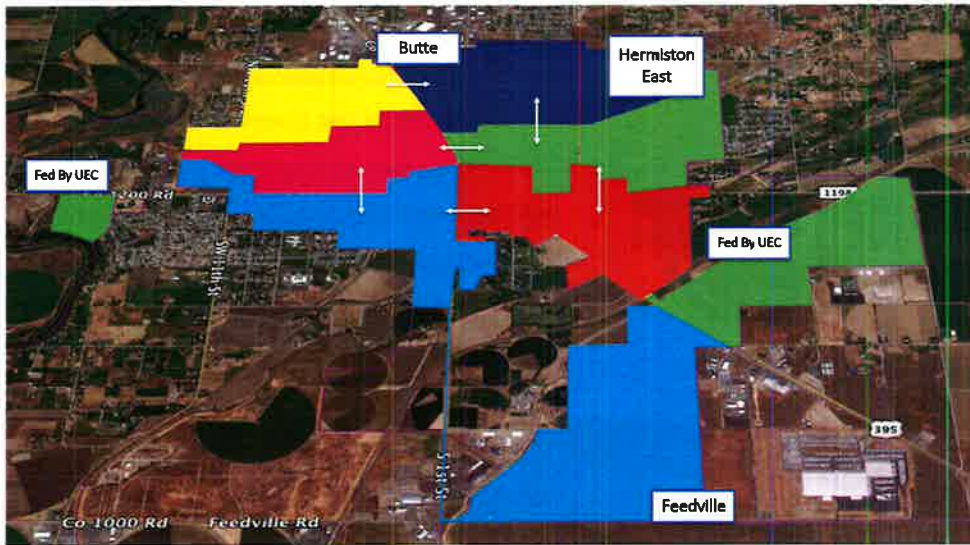


## Hermiston Energy Services



- HES serves approximately 63% of the area of Hermiston.
- 51.5% of sales to residential customers and 47.9% to commercial customers.





## UEC Contract



- After acquiring PacifiCorp's Hermiston distribution facilities in 2001 the City of Hermiston Contracted with Umatilla Electric Cooperative for the Below Services:
  - Technical Operation Services, Line Work, Tree Trimming, Drafting, Dispatch, Repairs, Inspection, Maintenance, Day-to-Day Engineering, Outage Response, Conservation, Customer Service and Billing.
- Contract was renewed in 2011 and is set to expire 2032.
- Every five (5) years contract fee is subject to adjustment. That adjustment will occur in 2025.

- HES has one employee.
- Responsible For:
  - BPA Contract, Rates, Budget, Construction Work Plan, Maintenance Schedule, Contractor Supervision and Oversight, Policies and Procedures, Overall Decisions Related to HES.



## HES Construction Work Plan (CWP)



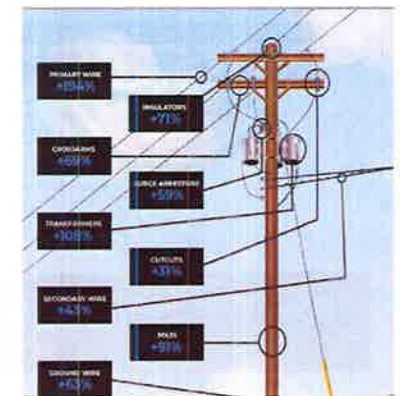
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## Electric Utility Material Cost Increases

- **Transformers:** Costs have doubled due to increased demand, supply chain issues, and the need for grid modernization to support renewable energy. Aging units and growing electrification needs are also raising replacement costs, with demand expected to grow through 2050.
- **Cables:** Overhead and underground cable costs have surged, seeing up to a 194% price increase. This rise is mainly driven by material scarcity and the need for higher-specification materials for wildfire resilience.
- **Poles & Hardware:** The cost of power poles and related hardware has risen sharply, with steel and resin shortages adding to price hikes. Since 2020, power pole costs have gone up by 91%, straining budgets for regular maintenance and replacement efforts.

Price Increases reflect the past 4 years



## Construction Work Plan (CWP)

- 10-Year plan to replace all remaining overhead copper and URD conductors throughout Hermiston Energy Services' electric system.
- The existing copper lines are some of the oldest on the system and the most likely to cause outages (50+ Years Old).
- Replacing all copper conductors on the system will improve reliability by replacing the age-weakened conductor and upgrading the conductor's size in some locations, improving the backfeed capacity and future need of feeders.
- It will also reduce system losses.



## Construction Work Plan (CWP)

### Conductor Replacement Priority

- Outage history over the last seven years was analyzed to help determine the priority needs of replacement.
- Customers who experienced recent outages will be prioritized in the early phases of replacement.
- Color heat maps were made showing the areas that experienced individual outages.



## Construction Work Plan (CWP)

- Replace all remaining three-phase and single-phase copper conductors.
- Main feeder lines: minimum replacement with 556 ACC wire.
- Three-phase lines: minimum replacement with 1/0 ACSR wire.
- Prioritize line segments based on the number of customers and load served.
- Replace backlot copper wires with URD, installed either in the backlot or relocated to the road if feasible.
- Give extra attention to line sections with multiple splices in the conductor.



## Construction Work Plan (CWP)

Existing Copper Conductor		
Feet of Copper	Overhead	Underground
3-Phase		3,022
1-Phase	19,905	28,184
Backlot 3-Phase	5,324	
Backlot 1-Phase	23,960	
<b>Total Feet</b>	<b>69,848</b>	<b>31,206</b>

## Construction Work Plan (CWP)



## Construction Work Plan (CWP) Estimated Replacement Expenditures

Phase (Year)	Total Feet	OH Replacement	UDR Replacement	Total Cost
1 (2024-25 FY)	10,358	3,909	6,449	\$1,624,723
2	10,358	3,909	6,449	\$1,624,723
3	10,134	3,845	6,289	\$1,595,727
4	10,134	3,845	6,289	\$1,595,727
5	10,066	4,184	5,882	\$1,646,820
6	10,066	4,184	5,882	\$1,646,820
7	9,647	3,984	6,663	\$1,516,623
8	9,647	3,984	6,663	\$1,516,623
9	10,323	4,361	5,681	\$1,554,387
10	10,323	4,361	5,681	\$1,554,387
<b>Total</b>	<b>101,054</b>	<b>40,563</b>	<b>61,927</b>	<b>\$15,876,557</b>

## HES System

- By 2036
  - All Distribution (Underground/Overhead) Lines Will Be Replaced.
  - Two Original Point-of-Delivery Substations Have Been Rebuilt.
  - A Third Point-Of-Delivery Substation Was Constructed.
  - All HES Meters Have Been Replaced and Upgraded To Smart Meters.
  - HES Full Faith and Credit Obligations Will Be Paid In Full. (9% of HES Total Expense).



## HES Cost of Service Analysis (COSA)



## HES Cost of Service Analysis (COSA)

- HES is a not-for-profit electric utility.
- Rates are set at actual cost, not profit or shareholder driven.
- Ability to collect appropriate revenue.
- Rates are stable and predictable.
- Rates are equitable among customer classes.
- Rates are easy to understand and feasible for HES to implement.
- To achieve this, we work with an independent third-party firm to perform a Cost-of-Service Analysis on behalf of HES customers.



## HES Rate Adjustment

### In November 2020 Council Approved HES Rate Adjustments in Two Phases

- **Phase 1: 6.98% Overall Adjustment**
  - January 1, 2021
- **Phase 2: 6.9% Overall Adjustment**
  - October 1, 2021



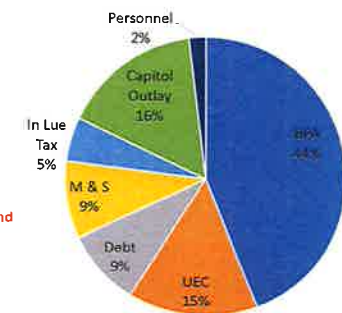
## HES COSA Results

- In FY 2024-25, HES is using \$1.2m from cash reserves to offset revenue deficiencies.
  - **\$4.46m in Reserves.**
  - **In 2025-26 FY HES Will Have \$3.26m Available In Reserves.**
  - **\$1.5m is 60 Days of Reserve.**
- If We Implement The CWP, HES Will Have a Projected \$2,082,183 Revenue Deficiency In FY 2025-26.
  - **\$833,000 is BPA increases 2020-2026. (19% increase).**
  - **\$1,085,034 is Capitol Improvement Plan (119% increase)**
  - **\$108,665 is Materials and Services (16% increase)**



## HES Expense Breakdown

- **BPA Bill**
  - Power & Transmission
- **UEC**
  - Distribution O & M, Customer Accounts & Administrative and General
- **Debt**
  - System Purchase in 2001
  - CWP Bond Finance (2015)
- **Materials & Services**
  - Accounting, Insurance, Street Lights, COH Electric Usage, Conservation, Energy Assistance, Dues, Contracts, Office Supplies, Travel, Phone, Transfers, and Equipment.
- **In Lue of Taxes**
  - HES pays this fee to the City.
- **Capitol Outlay**
  - Transformers, New Services, Meters, System Repair/Maintenance.
- **HES Personnel**



## HES Rate Pressure

• 91% of HES's Costs are:

• Power Purchases (BPA)	44%
• UEC Contract/Labor	17%
• Maintenance/CWP	16%
• Debt Payment	9%
• In Lue of Taxes	5%

BONNEVILLE  
POWER ADMINISTRATION

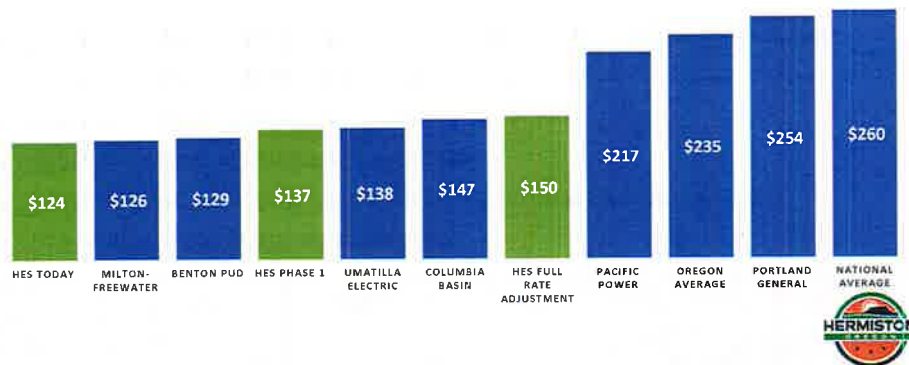


## HES Rate Adjustment Options

- Single Rate Adjustment of 20.8% in June 2025.
  - **No Additional Use of Reserves.**
- Rate Adjustments of 9.93% in March 2025 and 9.96% in March 2026.
  - **Use Reserves of \$985,000 in FY 2025-26**
  - **\$2.28m Remaining in Reserves.**
- Three Rate Adjustments of 6+% spread over 18-months (March 2025, March 2026 & October 2026).
  - **Use Reserves of \$1,295,008 in FY 2025-26 and \$300,473 in FY 2026-27.**
  - **\$1,595,481 Total Use of Reserves.**
  - **\$1.67m Remaining in Reserves.**



## HES Rate Comparison



\* Based on 1,400 kWh per-month and 5% Franchise Fee/In-Lue of Tax Payment



## HES Info

- BPA 20-Year Contracts:
  - **Effective Oct. 1, 2028**
  - **Finalized Early 2026**
- Threat to Lower Snake River Dams.
- Electrification of Vehicles.
- Continued Increases in Labor, Materials & Services.
- AWS 1%: 2026-27 Budget.



## Council Direction

- Direction on Construction Work Plan (CWP)
- Option 1: Single Rate Adjustment of 20.8% in June 2025.
  - No Additional Use of Reserves.
- Option 2: Rate Adjustments of 9.93% in March 2025 and 9.96% in March 2026.
  - Use Reserves of \$985,000 in FY 2025-26
  - \$2.28m Remaining in Reserves.
- Option 3: Three Rate Adjustments of 6+% spread over 18-months (March 2025, March 2026 & October 2026).
  - Use Reserves of \$1,295,008 in FY 2025-26 and \$300,473 in FY 2026-27.
  - \$1,595,482 Total Use of Reserves.
  - \$1.67m Remaining in Reserves.



## Questions

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# CITY COUNCIL

## Regular Meeting Minutes October 28, 2024

Mayor Drotzmann called the regular meeting to order at 7:06pm. Present were Councilors Primmer, Peterson, Myers (exited at 7:54pm), Duron, and Barron. Councilors Linton, Hardin, and McCarthy were excused. City Staff in attendance included: City Manager Byron Smith, Assistant City Manager Mark Morgan, City Attorney Rich Tovey, Chief Jason Edmiston, Parks and Recreation Director Brandon Artz, City Planner Clint Spencer, Court Administrator Jillian Viles, HES General Manager Nate Rivera, and City Recorder Lilly Alarcon-Strong. Also present was Student Advisor Jeanine Heredia. The pledge of allegiance was given.

### **Presentation- Umatilla County Fire District #1 (UCFD1) Annual Report**

UCFD1 Chief Scott Stanton presented information (PowerPoint Presentation attached) regarding: the District overview to include UCFD1 is the largest and busiest Fire Department and Ambulance service in Eastern Oregon, staff and volunteer members who have many different job responsibilities including being part of the regional Haz-Mat Team and the difficulty there is to find persons who are qualified to be both a firefighter and paramedic, previous and current budget, calls they respond to and how many of those calls overlap with one another as well as the age of patients treated from calls and the 10-15% increase of call that specifically respond to the homeless population and those specifically impacted by drug use and overdoses, capital construction projects and grants received, community risk assessment and plan, as well as receiving the Health and Wellness Special Districts Association of Oregon Program Award.

### **Citizen Input on Non-Agenda Items**

None given.

### **Consent Agenda Items**

Councilor Peterson asked to removed Item H from the Consent Agenda. Councilor Primmer moved and Councilor Barron seconded to approve Consent Agenda item A-J with the exception of H, to include:

- A. Replat - Ludcon Ventures LLC 4N2811CB Tax Lots 11700 & 11702 - 230/240 SE 2nd St
- B. Recommendation to Reappoint Josh Burns to the Airport Advisory Committee, Position 4, Term Ending October 31, 2027
- C. Recommendation to Reappoint Jeff Kelso to the Parks and Recreation Advisory Committee, Position 1, Term Ending October 31, 2027
- D. Recommendation to Reappoint Hunter Tibbals to the Parks and Recreation Advisory Committee, Position 3, Term Ending October 31, 2027
- E. Recommendation to Appoint Mary Mejia-Weaver to the Parks and Recreation Advisory Committee, Position 2, Term Ending October 31, 2027
- F. Minutes of the September 23, 2024 City Council Regular Meeting
- G. Minutes of the October 14th City Council Work Session and Regular Meeting
- I. New Liquor License Recommendation for: Cuban Family Bakery & More, located at 425 W Hermiston Ave
- J. Change of Ownership Liquor License Recommendation for: One Stop Mart #9, located at 1050 S. Highway 395

Motion carried unanimously.



# CITY COUNCIL

## Regular Meeting Minutes

October 28, 2024

### **Items Removed from the Consent Agenda**

H. Reschedule the 1st City Council Meeting in November

Councilor Peterson stated this item was asked to be removed from the Consent Agenda to bring attention to it as it is being moved to the Holiday.

There was some discussion regarding if there would be a quorum due to the Council members who will be unable to attend the upcoming meeting due to the National League of Cities Conference and other commitments. It was determined there most likely will be a quorum to meet on this date. Councilor Primmer moved and Councilor Peterson seconded to approve item H. Motion carried unanimously.

**Public Hearing- Exemption from Public Contracting Competitive Bidding Requirement- Design Build Services, Signage, Various Locations (Resolution No. 2341)**- Hearing no declarations of conflict of interest from the Council, City Manager Byron Smith read the hearing guidelines and Mayor Drotzmann opened the hearing at 7:31pm.

City Manager Smith presented information regarding allowing an alternative method for project construction called Design/Build which will allow the City to hire a contractor and designer at the same time which has significant cost savings.

There were no proponents, opponents, or neutral parties who wished to provide testimony, and the hearing was closed at 7:33pm.

Councilor Primmer moved and Councilor Myers seconded to approve the Findings of Fact as presented by City Manager Smith. Motion carried unanimously.

**Resolution No. 2341- Authorize Alternative Procurement Method- Design build- Signs (Public Hearing)**  
City Manager Smith stated this item was presented during the public hearing.

Councilor Duron moved and Councilor Primmer seconded to approve Resolution No. 2341 and lay upon the record. Motion carried unanimously.

### **Resolution No. 2342- Authorizing a Temporary Easement Across City Property to ODOT**

City Manager Smith stated The Oregon Department of Transportation (ODOT) is proceeding with Phase 2B of their Curb Ramps Project that will improve areas in the City and need temporary easement access to complete this project.

After further discussion, Councilor Duron moved and Councilor Myers seconded to approve Resolution No. 2342 and lay upon the record. Motion carried unanimously.



# CITY COUNCIL

## Regular Meeting Minutes

October 28, 2024

### **Resolution No. 2343- Approval of Guaranteed Maximum Price (GMP) Amendments on Civic Projects**

City Manager Smith gave information regarding approval to sign two GMP amendments with CB Construction related to Phase II of the Library and Arc Building.

Councilor Primmer moved and Councilor Duron seconded to adopt Resolution No. 2343 and lay upon the record. Motion carried unanimously.

**Resolution No. 2344- Authorizing a Building Plan Review/Inspection Services Agreement with the City of Umatilla-** City Manager Smith gave information regarding amending the Building Plan Review/Inspection Services Agreement to include market rate reimbursements and add bi-directional services so the City of Hermiston is able to receive services if needed.

After Council discussion, Councilor Myers moved and Councilor Primmer seconded to adopt Resolution No. 2344 and lay upon the record. Motion carried unanimously.

### **Acceptance of Bureau of Justice National Community Court Grant Award**

Court Administrator Jillian Viles presented information (PowerPoint Presentation attached) regarding the proposed Municipal Court's Community Court Program intended to resolve the underlying issues that make repeat offenders, and have those offenders give back to the community through various means instead of traditional punishments. Community Court would give individualized sanctions tailored to help with community service, job training, as well as substance abuse and/or mental health treatment. Collaboration with community organizations has already begun and will be essential to the success of this program. Court Administrator Viles spoke regarding Community Court's mission, process, participation requirements and sanctions for violations, partnerships, and overall programs goals.

City Manager Smith and Court Administrator Viles answered Council questions regarding how this program will enhance court and not take anything away from it, adding additional court time to account for this program, other cities who have adopted this program, and more.

(Councilor Myers exited the meeting at 7:54pm)

Councilor Primmer stated this program is very similar to CAB Citizen Accountability Board and that has been a great program.

### **Public Comment**

Joshua Roberts, 1709 6<sup>th</sup> Place- Stated he believes this will be a great program but would like to know what will happen when the grant has been depleted as he would hate for this program to go away.

Court Administrator Viles stated grant money is expected to last four years but the City will continue to apply for other similar grants to continue to sustain this program.

After further Council Comments, Councilor Barron moved and Councilor Primmer seconded to accept the Bureau of Justice Assistance Community Court Program Grant. Motion carried unanimously.



# CITY COUNCIL

## Regular Meeting Minutes

October 28, 2024

### **September 2024 Financial Report**

After Council discussion, Councilor Primmer moved and Councilor Duron seconded to accept the September Financial Report as presented (PowerPoint Presentation attached) by City Manager Smith and Assistant City Manager Morgan. Motion carried unanimously.

### **Discussion of "City Chats"**

City Manager Smith stated one of the items that came from the Civic Leadership Academy Participants this summer was "Coffee with a Councilor" which the City has renamed "City Chats", for the public to meet city officials in more neutral settings. The intention behind meeting somewhere besides City buildings is to help the community feel more comfortable and at ease meeting in places they enjoy to talk with and get to know their elected and appointed officials to ask questions, talk about concerns they have, or get a better understanding of city happenings.

Staff has planned to have these events on a quarterly basis with three business's already in agreement to host an event, ie: Maple Moose/Keg and Kork, Java Junkies, and Cup of Yo. Additional locations are still being worked on. City Manager Smith stated he, another staff member, and up to three Council members can attend these events. To make sure that a quorum is not present, Council members are encouraged to sign up with City Recorder Alarcon-Strong prior to the event.

Council members gave feedback asking that another location be a Hispanic business to appeal to the large Hispanic population, that the City work with these businesses to have discounts available to attendees, and have a Zoom meeting option as well.

### **Committee Reports**

**Public Safety Committee**- Councilor Primmer and Councilor Barron spoke regarding the decline in property and violent crime statistics, how other police departments are using AI for translation services and more, Christmas Express, Municipal Court updates, deflection program, and praised all Police Department staff members for the great service they provide to the community.

**Hispanic Advisory Committee**- Councilor Barron and Councilor Duron spoke regarding the Committee electing a new Chair Alberto Munoz and Vice Chair Jessica De La Cruz, introductions of new Student Advisors, a presentation from AAPR who is in need of volunteers, and community comments regarding the City considering building a public use commercial kitchen and community grant opportunities for businesses.

### **Mayor's Report**

Mayor Drotzmann spoke regarding:

- Attending the League of Oregon City's Annual Conference where the Hermiston received an award for Excellence in IT for the work they do maintaining and securing computer systems and networks in Hermiston and surrounding areas
- Will be attending the National League of City's Conference in Florida
- Encouraged the community to help a very ill Police Department staff member to offset medical costs by donating to her Go Fund Me.



# CITY COUNCIL

## Regular Meeting Minutes October 28, 2024

### **Council Reports**

Councilor Primmer gave recognition to his wife, Karen Primmer, for receiving the 2023 911 Manager of the Year Award from the Oregon Chapter of Association of Public-Safety Communications Officials, stating he is proud of her and her dedication to the community. Apologized for not attending the last meeting as he had medical issues and encouraged everyone to vote.

Councilor Barron gave recognition to EOTEC General Manager Al Davis and staff for the great headliners of Latino music who have been performing at EOTEC, stating people from Idaho are traveling to Hermiston to attend these events, and reminded the community there is a second election ballot box at City Hall.

Councilor Duron stated she attended the second meeting of the Health, Wellness, and Aquatic Center Task Force and the Fats, Oils, and Grease (FOG) meeting. Councilor Duron stated she was disappointed in the lack of attendance at the FOG meetings but thanked the City for having two separate meetings and hopes that the community will contact staff if they have questions about this program.

### **Youth Advisory Report**

Youth Advisor Jeanine Heredia gave High School updates to include: Homecoming Week, Cross Country, Trunk or Treat at the High School prior to the Football game, Radium Girls Theater Program, College Applications for seniors, first time voting for seniors, and more.

### **City Manager's Report**

City Manager Smith stated he had nothing else to present.

### **Adjourn**

There was no other business and Mayor Drotzmann reconvened and adjourned the regular City Council meeting at 8:42pm.

SIGNED:

\_\_\_\_\_  
Dr. David Drotzmann, Mayor

ATTEST:

\_\_\_\_\_  
Lilly Alarcon-Strong, City Recorder

# Umatilla County Fire District #1

City of Hermiston Presentation

October 28, 2024



## District Overview

- Largest and busiest Fire Department in Eastern Oregon
- Protects Approx. 4.9 Billion Dollars in assets – family homes to data centers
- Fire/Rescue response area – 230 sq miles
- Approx. 1000 Fire/Rescue calls/Yr.
- 85 paid and volunteer personnel
- Responding from 5 Stations



## District Overview

- Busiest Ambulance service in Eastern Oregon
- EMS Response area – 620 sq miles
- Approx. 48,000+ served
- Approx. 5500+ EMS calls/Yr.
- 6 ALS Ambulances
- Community Paramedic Program
- 17+ calls per shift



## Hazardous Materials

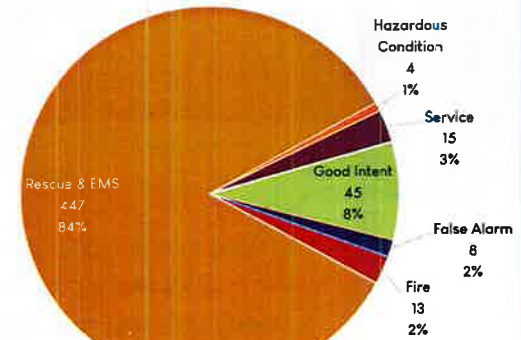
- Eastern Oregon's Regional Haz-Mat Team
- 2 Response Vehicles for 18 members
- 12 calls avg/yr and multiple phone consults
- Response area
  - 15,300 Square Miles
  - Umatilla, Morrow, Gilliam, Wheeler,
  - Union, Wallowa, ½ Grant Counties



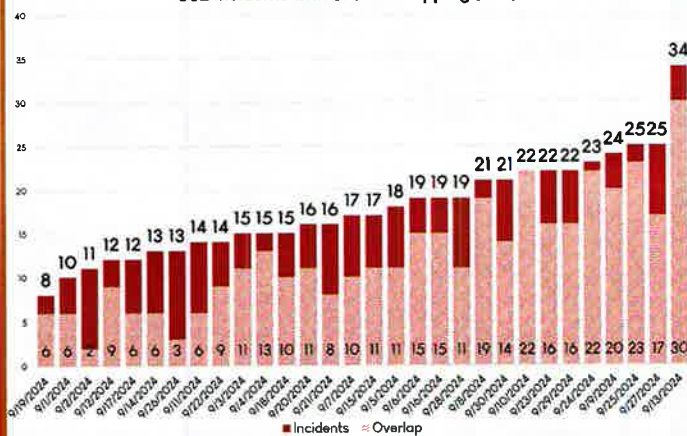
## Financial Overview

- 2023-2024 Budget
  - General Fund 3% under budget
- 2024-2025 Budget Year
  - Adding one Paramedic only this Spring
  - Hired replacement Communications Coordinator
- Bond expenditures at 84%
  - Station renovations 7 million to date
  - Apparatus 4.5 million
  - Equipment 500K

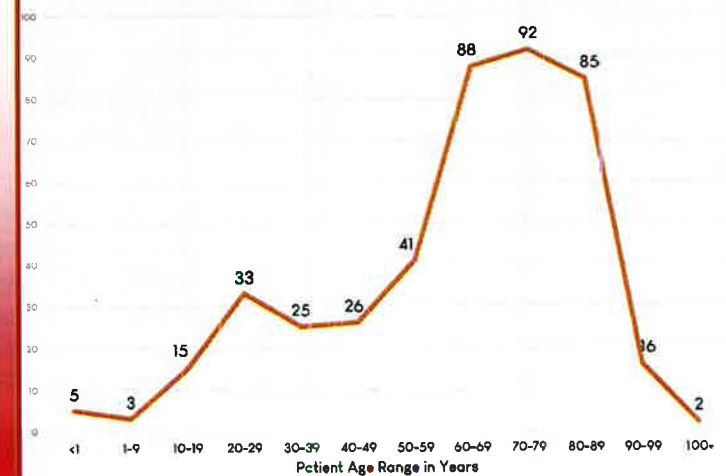
SEPTEMBER 2024 - ALL INCIDENTS BY TYPE  
532 Incidents



SEPTEMBER 2024 - DATES AND OVERLAPPING INCIDENTS  
532 Incidents with 378 Overlapping (71%)



SEPTEMBER 2024 AGE OF 431 PATIENTS TREATED



## Capital Construction

- Station 23 completion – Mid November
- House and temporary metal building at Hospital – staffed 24hrs/day
  - Ambulance, QRT and Battalion Chief
- Admin to OSU ext Station in the PIAF building
- UES building for storage for apparatus



## Community Risk Assessment & Plan

- **AP Triton**
  - Community Risk Assessment and Standard of Cover
  - Strategic Plan



## Grants

- Apprenticeship Grant – 5 positions  
Recruiting late spring / summer  
Academy in the fall
  - SAFER grant (FEMA)
    - Open advertising now for 16 positions- 17<sup>th</sup> is replacement position
- Allows additional station to be staffed**  
National Staffing and deployment standard – Goal is to meet the 80%  
Reduce delays in medical responses.

Additional grants: for PPE, pub ed trailer, AED's, UTV, VHF radios

## Recognition

Special Districts Association of Oregon Program Award:  
Special District with 26+ employees for outstanding program:  
Health and Wellness







## BACKGROUND

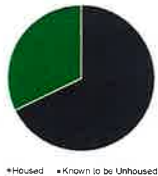
- City Council Goals 2023
  - **Goal 2: Safe + Healthy**
    - Develop a plan, gather data, and explore partnerships for a community court program.
- 2024
  - Resumed adjudication of A Misdemeanors
  - Full-time City Prosecutor
  - HPD Fully Staffed with Increased Number of Officers
  - Dedicated CCS Peer Mentor
  - Stepping Stones Alliance/Project PATH
  - COPES Peer Center



## BACKGROUND

- 2022-2024 Data
  - 32% of offenders in HMC were known to be unhoused.

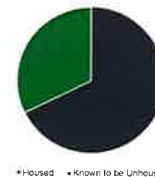
2022-2024 Offenders



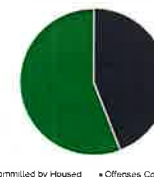
## BACKGROUND

- 2022-2024 Data
  - 32% of offenders in HMC were known to be unhoused.
    - Committed 56% of the misdemeanor offenses cited by HPD.

2022-2024 Offenders



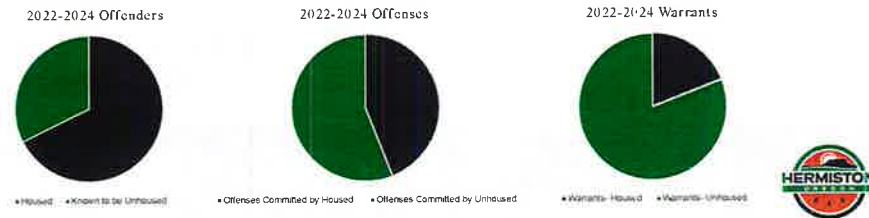
2022-2024 Offenses



## BACKGROUND

### • 2022-2024 Data

- 32% of offenders in HMC were known to be unhoused.
  - Committed 56% of the misdemeanor offenses cited by HPD.
  - 81% of the warrants issued by HMC were for this group.



## COMMUNITY COURT

### • Community Court

- Started in 1993 in New York City, Midtown Manhattan
- Neighborhood Court
  - Citizens could see the impact of the justice system in their own neighborhoods.
  - Reduced the time from offense to being held accountable.
- Focus is on resolving the underlying issue and giving back to the community vs. traditional punishment.



## COMMUNITY COURT PRINCIPLES

### • Enhanced Information

- Better information about the defendant, context of the offense, and utilizing evidence-based screenings to assess criminogenic risks and related needs.

### • Community Engagement

- Active engagement from residents and citizens helps to provide resources to the program and improve public trust in the justice system.
  - Make justice visible
  - Make justice accessible
  - Make justice proactive

### • Collaboration

- Engage diverse range of people, agencies and social service organizations.
- Representatives from multiple agencies in one place.



## COMMUNITY COURT PRINCIPLES

### • Individualized Justice

- Individually tailored, community -based sanctions such as community enhancement work, job training and substance -abuse and/or mental health treatment.

### • Accountability

- Even low-level misdemeanors have an impact on community safety.
- There are still consequences for breaking the law.

### • Outcomes

- Active collection and analysis of data
  - Outcomes and process
  - Costs and benefits



## HERMISTON COMMUNITY COURT

- Mission:
  - The Hermiston Municipal Community Court Program strives to enhance public safety and quality of life by promoting participant accountability and providing navigation to individualized services and resources in the community.
- Goals:
  - Reduce recidivism in the City of Hermiston.
  - Improve public safety and quality of life for residents in the City, including participants.
  - Enhance trust of the community in the justice system.



## HERMISTON COMMUNITY COURT Objectives

- Immediacy
  - Reduce the time from offense to court appearance, and from court appearance to treatment in order to swiftly address the underlying issues leading to criminal behavior.
- Court Engagement
  - Participants will have a voice throughout their time in the Program. All interactions will work towards the participants success and well-being.
- Problem-Solving Focused
  - Evidence based practices will be used to determine participants needs and level of support.
- Accountability
  - Court staff, judges, attorneys and community organizations will work cooperatively to assist participants with program participation and individualized care plans. The team will work problem - solve with participants for any obstacles they may face.



## HERMISTON COMMUNITY COURT

- Referrals directly from HPD or City Prosecutor
- Quality-of life Crimes and Violations
  - Theft
  - Criminal Trespass
  - Criminal Mischief
  - Prohibited Camping Ordinance
- Program Length
  - 1-12 months depending on assessed level of needs.



## HERMISTON COMMUNITY COURT

- Process:
  - Appear at Community Court
  - Complete an assessment to determine needs and risk of participant.
  - Review case plan with Attorney, and Judge if entering the program.
  - Connect with service providers at Community Court.
- Participation Requirements
  - Weekly or bi-weekly check-in at Court
  - Progress on case plan
    - Mental Health Treatment
    - Substance Abuse Treatment
    - Employment Services
    - Housing Services
    - Community Service Work
  - Successful completion results in dismissal of charge.





## HERMISTON COMMUNITY COURT

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    - Mental Health Treatment
    - Substance Abuse Treatment
    - Employment Services
    - Housing Services
    - Community Service Work
  - Successful completion results in dismissal of charge.



## HERMISTON COMMUNITY COURT

- Partnerships
  - Hermiston Police Department
  - Community Counseling Solutions
  - COPEs
  - Stepping Stones Alliance/Project PATH



## BJA COMMUNITY COURT GRANT

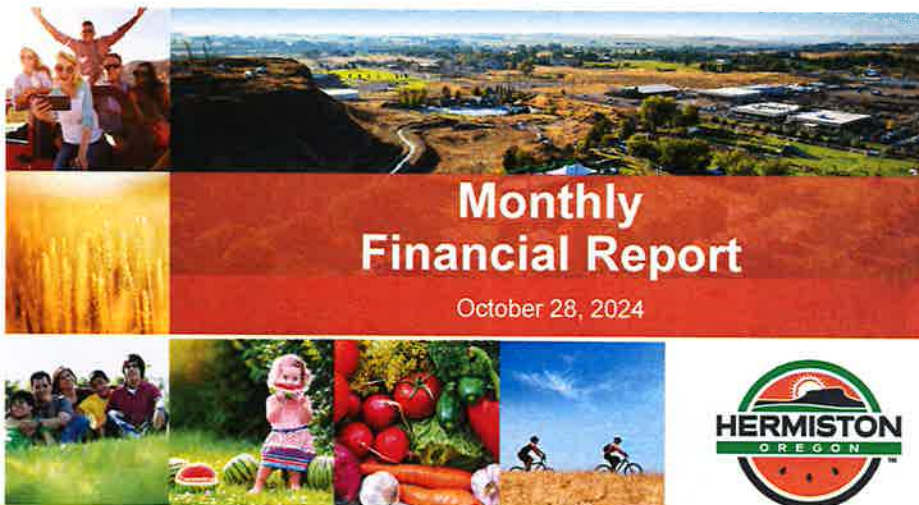
- \$500,000 Award
  - 4-year grant period
    - \$270,450 personnel
    - \$71,753 training/travel
    - \$157,797 participants supports
  - 25% Required Match
    - \$125,000
  - Program Implementation and Planning Assistance from the Center for Court Innovation
- City Council Approval to Accept the Grant





# Questions?

*Where Life is Sweet*



## Hermiston Urban Renewal Agency (HURA)

- North Hermiston Urban Renewal Area – projected to go out for bid in January 2025



## General Fund

- Third month of 24-2025 fiscal year (first full quarter)
- Monthly Revenues are below projections (~\$648,000)
  - Primarily due to revenue timing
  - ARPA proceeds included in 2 years of the projected balance in From Other Agencies



## General Fund

- Monthly Expenses below projections by ~\$745,000
  - Primarily due to expenses not yet incurred for various HPD projects
  - Two departments are over budget when compared to Projected
    - Transportation and Harkenrider Center
    - When compared to budget to date (3/12 or 25%) no departments exceed budget



## Utility and Street Funds

- Observations:
  - Street fund revenues under projections due to timing of STP proceeds
  - Utility fund ~\$940k over projected revenues
    - Increase services (~100) and usage when compared to same period for FY 2022, 2023 and 2024
    - Annual CPI adjustment
    - Other charges
  - Regional Water fund ~19.5\$k over projected expense



## Capital Projects

- A number of projects in design
  - Geer/Harper Realignment- submitted to UP
  - Well #6 Chlorination
  - Well #4 Controls
- Gladys/Main/Newport – Under Construction



## Capital Projects

- Hangar Replacement – Contractor awaiting delivery of hangar kit
- IT Build-out – Completed minus minor data wiring changes
- Harkenrider – Light Fixtures have been installed November turnover is planned.
- EOTEC Barns small animal barn concrete work this week.



## Capital Projects

- The Arc – Waiting on window arrival
- Public Safety Center
  - Phase I Court Renovation slightly delayed
  - Phase II working on final numbers – Start date early November





# Discussion Questions?

*Where Life is Sweet™*



*Where Life is Sweet*

Mayor and Members of the City Council  
**STAFF REPORT**  
 For the Meeting of November 12, 2024

**Title/Subject**

Ordinance 2367: Fats, Oils, & Greases (FOG) Requirements

**Summary and Background**

This ordinance will implement requirements on commercial sewer users who have the likelihood, or ability, to discharge fats, oils, and/or greases (FOG) to the publicly owned sewer system.

FOG is a major problem for sewer systems, as anyone who knows you shouldn't pour bacon grease down your sink understands, because once the warm FOG hits the cold environment within the sewer mains, they solidify and begin to create blockages which end up causing damage and potential sewer overflows on the public streets or in to other homes elsewhere in the city.

This ordinance does a number of things, but most importantly, it:

- Requires commercial users likely to discharge FOG to obtain a permit through the City
- Requires those users to have a grease trap installed
- Requires maintenance of those grease traps
- Requires permitting within 60 days of code adoption
- Requires permittees to be compliant within 150 days of code adoption
  - o Or to have received a variance

**Permit Required**

It is anticipated that of the nearly 6,000 sewer customers, there will be approximately 60 to 80 customers who will be required to obtain a FOG permit. Generally, this includes establishments such as restaurants, supermarkets, gas stations, car washes, etc. Having a list of permitted FOG users will allow city staff to easily monitor compliance by ensuring proper maintenance of grease traps.

**Grease Trap Installed**

Depending on the user, these systems can be relatively simple low-cost under-sink systems to much larger exterior systems which may cost as much as \$5,000. As a result of requirements

by modern building codes for these types of uses, it is likely that the vast majority of potential permittees already have some form of grease trap installed, however, it is anticipated that a handful of customers may be required to install a system.

### Maintenance Required

Grease traps are very simple hydraulic systems which simply slow down the flow of water to allow FOG to congeal on-site before reaching the public's sewer mains. If these systems aren't maintained, by cleaning out the congealed FOG regularly, then the systems fail by simply allowing the FOG to flow over and out to the public's sewer mains. This code adds in penalties for users who do not regularly maintain their grease traps.

### Compliance Deadline & Variance Philosophy

This code allows five months for users to come in to compliance, which should be more than adequate for the majority of users. However, it is anticipated that a few users who don't already have a grease trap, may run in to some physical challenges associated with installation which will require more time to work through. It is staff's recommendation that in those instances, variances be liberally granted to allow for up to an additional 12 months to come in to compliance.

### Enforcement

This new requirement will be enforced by a new Public Works staff position, the Environmental Water Quality Specialist.

### Tie-In to Council Goals

Maintain existing systems.

### Fiscal Information

This new program will require FOG permittees to pay an additional flat fee of \$3.62 per month. With 60 to 80 permittees, this will generate \$2,600 to \$3,500 per year.

It is anticipated that the EWQS staff position will spend approximately 1/3 of their time implementing the FOG program, at an annual (fully-loaded) cost of \$47,000.

As a result of dedicating 2 sewer staff & equipment to cleaning "bad lines" for two weeks each month, the Sewer Department currently spends \$149,000 per year cleaning lines. It is anticipated that, once the FOG program is fully operational, the amount of cleaning may be reduced by 30%; resulting in a savings to the Sewer Department of \$44,000 per year.

Therefore, a FOG charge has been developed to recoup the remaining net-cost to the city from the users who are generating the FOG. The FOG charge will be adopted separately by resolution.

### Alternatives and Recommendation

#### Alternatives

1. Adopt Ordinance 2367
2. Reject Ordinance 2367

### 3. Request Amendments

#### Recommended Action/Motion

Motion to approve Ordinance 2367.

#### **Submitted By:**

Mark Morgan

**ORDINANCE NO. 2367****AN ORDINANCE AMENDING TITLE V OF THE HERMISTON MUNICIPAL CODE BY AMENDING CHAPTER 51 ENTITLED “SEWERS” TO INCLUDE A “FATS, OILS, AND GREASE (FOG) ABATEMENT PROGRAM”**

**WHEREAS**, the staff of the City of Hermiston (City) is conducting a review of the City’s Code of Ordinances (Code); and

**WHEREAS**, water containing high concentrations of fats, oil, grease (FOG), and other food waste can build up and block sewer pipes. Clogged sewer pipes can cause raw sewage to back up into homes and businesses or overflow into streets and streams; and

**WHEREAS**, the leading preventable cause of non-weather related sanitary sewer overflows nation-wide has been build-up and blockages from FOG material restricting the flow of sewage.; and

**WHEREAS**, wastewater discharges from commercial food service facilities are the main sources of FOG and other food waste in the city's sewer system. Food service establishments can include bakeries, donut shops, hotels, supermarkets, meat processors, commercial kitchens, coffee shops and restaurants.

**WHEREAS**, by requiring FOG abatement by the parties responsible for its generation, costly sewer back-ups can be reduced or eliminated on both private and public properties.

**WHEREAS**, the Oregon Department of Environmental Quality has prohibited sanitary sewer overflows and communities that suffer sanitary sewer overflows can be penalized for sewer spills/overflows. FOG abatement is the most cost- effective method of reducing sanitary sewer overflows caused by grease from the public collection system by requiring that FOG be treated at its source.

**WHEREAS**, the City desires to implement a Fats, Oils, and Greases (FOG) prevention program to reduce/eliminate sanitary sewer overflows by adding a Fats, Oils, and Grease (FOG) Abatement Program with Chapter 51, Title V of the Hermiston Municipal Code; now therefore,

**THE CITY OF HERMISTON ORDAINS AS FOLLOWS:**

(New language is in red and underlined and repealed language has ~~a line through it.~~)

**Section 1.** Title V of the Hermiston Municipal Code is amended by amending Chapter 51 to include, new sections, §§ 51.100 through 51.129 “FATS, OILS, AND GREASE (FOG) ABATEMENT PROGRAM” and amending §§51.130 through 51.999 as follows:

**Fats, Oils, and Grease (FOG) Abatement Program****51.100 PURPOSE STATEMENT AND REGULATORY AUTHORITY**

This Ordinance sets forth uniform requirements for users of the Publicly Owned Treatment Works (POTW) for the Control Authority of the City of Hermiston and enables the Control Authority to comply with all applicable State and Federal laws, including the Clean Water Act (33 USC 1251 et seq.) and the General Pretreatment Regulations (40 CFR Part 403). The objectives of this Ordinance are:

- (1) To prevent the introduction of fats, oils, and grease (FOG) into the POTW that will interfere with its operation;
- (2) To prevent sanitary sewer overflows in alignment with EPA-833-F-12-003 guidelines;
- (3) To provide for fees for the equitable distribution of the cost of operation and enforcement of a FOG abatement program; and
- (4) To enable the Control Authority to comply with its National Pollutant Discharge Elimination System Permit (NPDES) conditions, biosolids use and disposal requirements, and any other Federal or State laws to which the POTW is subject.

This Ordinance authorizes provisions for monitoring, compliance, and enforcement activities; establishes administrative review procedures; requires user reporting; and provides for the setting of fees for the equitable distribution of costs resulting from the program established herein.

#### **51.101 APPLICABILITY**

This Ordinance shall apply to all users of the POTW. Any facility with a temporary or permanently plumbed connection to the Control Authority sewer system that has the potential to generate discharges of animal and/or vegetable-based FOG must comply with these rules.

#### **51.102 ADMINISTRATION**

Except as otherwise provided herein, the Control Authority, as defined in this chapter, shall administer, implement, and enforce the provisions of this chapter. Any powers granted to or duties imposed upon the Control Authority may be delegated by the Control Authority to his/her authorized representative.

#### **51.103 ABBREVIATIONS AND DEFINITIONS**

(A) Abbreviations. The following is a list of abbreviations that may appear in the document and be related to FOG Ordinance.

CFR            Code of Federal Regulation

FE            Food establishment

FOG        Fats, oils, and grease

FSE        Food service establishment

IAPMO    International Association of Plumbing and Mechanical Officials

OAR        Oregon Administrative Rules

OR-DEQ   Oregon Department of Environmental Quality

POTW     Publicly owned treatment works

U.S. EPA   United States Environmental Protection Agency

USC        United States Code

PDI        Plumbing Drainage Institute

(B) Definitions. The following definitions shall apply unless the context clearly indicates or requires a different meaning.

AUTHORITY HAVING JURISDICTION (AHJ). An agency or officer that is responsible for compliance within a defined area.

BEST MANAGEMENT PRACTICES (BMPS). Schedules of activities, requirements or prohibitions of practices, operating procedures, maintenance procedures, and other management procedures used to reduce the amount of pollutants entering the Control Authority's wastewater system. (40 CFR 403.3(e))

BYPASS. The intentional diversion of one or more waste streams or processes from any portion of an industrial user's treatment facility.

CONTROL AUTHORITY. The City of Hermiston.

FATS, OILS AND GREASE (FOG). Fats, oils, or greases of animal or vegetable origin in amounts that may cause obstructions or maintenance problems in the sanitary sewer system or in the POTW.

FOOD SERVICE ESTABLISHMENT (FSE). A facility that engages in activities of preparing or serving food or beverage for consumption by person(s) either on or off the premises, including but not limited to restaurants, cafes, commercial kitchens, caterers, hotels and motels, schools, hospitals,

prisons, correctional facilities, nursing homes, care institutions, Mobile Food Units (such as food trucks), and any other facility preparing and serving food for consumption.

FOOD ESTABLISHMENT (FE). A retail food store includes the preparing, packaging, storing, handling, or displaying of food for sale to the consumer or user such as full-service grocery stores, convenience stores, food ready-to-bake, and other facilities preparing food for consumption that is not consumed on-site.

GREASE INTERCEPTOR. A plumbing appurtenance or appliance installed in a sanitary drainage system to intercept or separate certain wastes from wastewater. This term includes but is not limited to grease interceptors, oil/water separators, sand or sediment interceptors, lint interceptors, and hair interceptors.

GRAVITY GREASE INTERCEPTOR. A plumbing appurtenance or appliance that is installed in a sanitary drainage system to intercept nonpetroleum FOG from a wastewater discharge and is identified by volume, 30-minute retention time, baffle(s), not less than two compartments, a total volume of not less than 300 gallons (1135 Liters), and gravity separation. These interceptors must comply with the requirements of Chapter 10 of the Oregon Plumbing Specialty Code or be designed by a registered design professional. Gravity grease interceptors are generally installed outside.

HYDROMECHANICAL GREASE INTERCEPTOR. A plumbing appurtenance or appliance that is installed in a sanitary drainage system to intercept nonpetroleum fats, oil, and grease (FOG) from a wastewater discharge and is identified by flow rate, and separation and retention efficiency. The design incorporates air entrainment, hydromechanical separation, interior baffling, or barriers in combination or separately, and one of the following:

- (1) External flow control, with air intake (vent), directly connected;
- (2) External flow control, without air intake (vent), directly connected;
- (3) Without external flow control, directly connected;
- (4) Without external flow control, indirectly connected.

These interceptors must comply with the requirements of Table 1014.2.1 of the Oregon Plumbing Specialty Code. Hydromechanical grease interceptors are generally installed inside.

INTERFERENCE. A discharge which, alone or in conjunction with a discharge from other sources, both:

(1) Inhibits or disrupts the municipal wastewater system, its treatment processes operations, or its solids handling processes, use or disposal; and

(2) Therefore is a cause of a violation of any requirements of the NPDES Permit (including an increase in magnitude or duration of a violation) or of the prevention of biosolids use or disposal in compliance with the following statutory provisions and regulations of a permit issued thereunder (or more stringent state or local regulations): Section 405 of the Clean Water Act, the Solid Waste Disposal Act (SWDA) (including Title H), the Resource Conservation and Recovery Act (RCRA) and including state regulations contained in any state sludge management plan prepared pursuant to Subtitle D of the SWDA, the Clean Air Act, the Toxic Substances Control Act, and the Marine Protection Research and Sanctuaries Act, as defined in 40 CFR 403.3(i).

PASS-THROUGH. A discharge of FOG exiting the grease interceptor in quantities or concentrations which alone or in conjunction with discharge(s) from other sources that cause blockages or build-up in the Public Sanitary Sewer System (40 CFR 403.3(p))

PUBLICLY OWNED TREATMENT WORKS (POTW). A "treatment works" as defined in USC 33 Chapter 36, Section 1292, which is owned by the state or municipality. The definition includes any devices or systems used in the collection, storage, treatment, recycling and reclamation of sewage or industrial wastes and any conveyances which convey wastes and any conveyances which convey wastewater to a treatment plant. The term also means the municipal entity having jurisdiction over the industrial users and responsibility for the operation and maintenance of the treatment works.

SANITARY SEWER. A piping or conduit system that carries wastewater from residential, commercial, or industrial sites to a wastewater treatment plant for processing.

SEWER USER. An individual or entity who discharges wastewater to the sanitary sewer.

STORMWATER SEWER. Any structure or configuration of ground that is used or by its location becomes a place where stormwater flows or is accumulated including, but not limited to; pipes, sewers, curbs, gutters, manholes, catch basins, ponds, creeks, open drainage ways, ditches, and their appurtenances.

WASTEWATER. Water-carried wastes from residences, business buildings, institutions, and industrial establishments and any liquid wastes.

## **FOG PRETREATMENT REQUIREMENTS**

### **51.104 GREASE INTERCEPTORS AND APPURTENANCES**

(A) Any new or existing facility with a temporary or permanently plumbed connection to the City sewer system that has the potential to generate discharges of animal and/or vegetable-based FOG must install a grease interceptor device at the owner's expense when, in the opinion of the Control Authority, an interceptor is necessary to ensure that wastewater discharged to the POTW does not exceed the FOG local limit.

(B) The Control Authority may determine that a change of use or operation at a facility creates the potential to discharge FOG and require the installation of a grease interceptor device.

(C) If FOG accumulation is found during maintenance of public sewer lines, upstream sewer users will be inspected. Interference with the operation of the sanitary sewer is a violation of 40 CFR 403.5(b)(3) or (6). If the Control Authority determines that an FSE was responsible for FOG discharge that caused an interference, the FSE may be required to cease discharge of the prohibited waste until a grease interceptor is installed in accordance with this chapter. Administrative fines may be issued.

(D) If used, a grease interceptor shall be located to be readily accessible for inspection, maintenance, and cleaning.

(E) All grease interceptors must be installed in accordance with the Oregon Plumbing Specialty Code. Removal is recommended for facilities that have abandoned use of a grease interceptor. Removal of grease interceptors must be done in accordance with the Oregon Plumbing Specialty Code.

(F) The Control Authority may require a premise isolation interceptor to be installed on private property at a location closest to the point of connection. In lieu of premise isolation, the Control Authority may accept in-premises grease interceptors when the device is maintained in accordance with these rules.

(G) Interceptors with a rated capacity of 100 gallons or less that are required under this municipal code shall be manufactured in accordance with standard PDI G-101, Testing and Rating Procedure for Hydro Mechanical Grease Interceptors, and shall be listed as certified by the Plumbing Drainage Institute at the time of initial inspection. Interceptors with a rated capacity greater than 100 gallons that are required under this code shall be built and installed in accordance with IAPMO Z1001.

(H) Users with the potential to discharge flammable substances may be required to install and maintain an approved combustible substance detection meter.

### **51.105 INTERCEPTOR REGULATIONS**

(A) Under no circumstance will domestic waste be allowed to discharge into a grease interceptor required under this Ordinance.

(B) Floor mats, grills, kettles, and other greasy equipment should be cleaned in an area where all cleaning water will flow through a grease interceptor prior to entering the wastewater collection system. The pH for cleaning products used for greasy equipment must be within the utility's local limits. When degreaser chemicals are used for equipment cleaning they should be diluted with water at a ratio of 10:1 or greater.

(C) To prevent grease passing through the grease interceptor: High-temperature water, over 140° Fahrenheit, must be cooled before discharge in accordance with Section 51.022 of the Sewer Code.

(D) Wastewater from cleaning kitchen exhaust hoods and other appurtenances must be hauled off site unless the pH and temperature limits are met and degreaser dilution ratio in Section 51.105(B) of this Ordinance is maintained.

(E) The Control Authority approved local limits for discharge to wastewater may include a limit for FOG. Such a limit applies to all facilities required to install grease interceptors.

### **51.106 INTERCEPTOR MAINTENANCE**

(A) Such interceptors shall be inspected, cleaned, and maintained regularly, as needed, by the user at the user's expense. Cleaning the interceptor shall include removal of all contents, including floating materials, wastewater, bottom sludge, and solids, and pressure washing or scraping of all accumulated grease from walls and baffles.

(B) The maintenance frequency shall be established such that FOG or food solids do not leave the interceptor and enter the sanitary sewer collection system. Frequency of cleaning shall be determined by property owners on an individual basis and may partially be based on an appropriate accommodation of the volume of material collected to prevent discharge of FOG to the public sewerage system. The Control Authority shall preserve the right to prescribe or require an increase of a user's cleaning frequency.

(C) The use of any additive, such as enzymes, chemicals or bacteria as a substitute for a grease trap or interceptor, or as a substitute for maintenance of a grease trap or interceptor, is prohibited. In no case shall any additive, other than detergents or soap, which emulsifies FOG, be used.

(D) All wastes removed from the interceptor shall be legally disposed of other than to the sewer or storm drainage systems.

(E) "Decanting" or the returning of any liquid or waste that is removed during cleaning back into the interceptor or into the sewer is prohibited.

(F) Grease interceptors with a hydraulic capacity of less than 300 gallons must be filled with clean, cold water after evacuation, prior to usage.

(G) Cleaning of grease interceptors shall be performed by a professional interceptor service company unless the user receives approval from the Control Authority to remove FOG from the interceptors (self-cleaning). Violations of this Ordinance by interceptor self-cleaners are subject to enforcement action including fines and/or removal from the self-cleaner program.

## **RECORDS AND REPORTING**

### **51.107 MAINTENANCE REPORTING**

Maintenance records shall indicate for each cleaning event, at a minimum, the date of cleaning, name, and signature of the person or company servicing the interceptor, the cleaning method, gallons of waste removed, whether or not FOG were found in the inspection port, statement of general condition or malfunction, and final waste disposal location.

### **51.108 LOCATION OF RECORDS**

The facility shall maintain grease interceptor cleaning records at the facility where the interceptor is located. Such records must be readily available for Control Authority inspection. The Control Authority may require the user to submit cleaning records each time the grease interceptor is cleaned.

#### **51.109 RECORDS RETENTION**

All records of cleaning activities shall be maintained at the facility where the interceptor is located for a minimum of three years.

### **FOG PERMITS AND PERMIT ISSUANCE**

#### **51.110 WASTEWATER ANALYSIS**

When requested by the Control Authority, a sewer user or prospective sewer user must submit information on the nature and characteristics of its wastewater within 60 days of the request. The Control Authority is authorized to prepare a form for this purpose and may periodically require sewer users to update this information.

#### **51.111 FOG PERMIT REQUIREMENT**

(A) No FSE/FE shall discharge wastewater into the POTW without first obtaining a FOG Permit from the Control Authority, except when an FSE/FE has filed a timely application pursuant to Section 51.112 of this Ordinance may continue to discharge for the time period specified therein.

(B) The Control Authority may require other users to obtain FOG Permits as necessary to carry out the purposes of this Ordinance.

(C) Any violation of the terms and conditions of a FOG Permit shall be deemed a violation of this Ordinance and subjects the permitted sewer user to the sanctions set out in this Ordinance. Obtaining a FOG Permit does not relieve a permittee of its obligation to comply with all Federal and State Pretreatment Standards or Requirements or with any other requirements of Federal, State, and local law.

### **51.112 FOG PERMITTING: EXISTING CONNECTIONS**

Any sewer user required to obtain a FOG Permit who was discharging wastewater into the POTW prior to the effective date of this Ordinance and who wishes to continue such discharges in the future, shall, within 60 days after said date, apply to the Control Authority for a FOG Permit in accordance with Section 51.114 of this Ordinance, and shall not cause or allow discharges to the POTW to continue after 150 days of the effective date of this Ordinance, except in accordance with a FOG Permit issued by the Control Authority.

### **51.113 FOG PERMITTING: NEW CONNECTIONS**

Any sewer user required to obtain a FOG Permit who proposes to begin or recommence discharging into the POTW must obtain such permit prior to beginning or recommencing such discharge. An application for FOG Permit, in accordance with Section 51.114 of this Ordinance, must be filed at least 90 days prior to the date upon which any discharge will begin or recommence.

### **51.114 FOG PERMIT APPLICATION CONTENTS**

(A) All sewer users required to obtain a FOG Permit must submit a permit application. The Control Authority may require sewer users to submit all or some of the following information as part of a permit application:

#### (1) Identifying Information.

(a) The name and address of the facility, including the name of the operator and the owner.

(b) Contact information, description of activities, facilities, and FOG production processes on the premises;

#### (2) Description of Operations/Facilities

(a) A brief description of the type of FSE/FE, size of location, available seating, major equipment used for food preparation and anticipated water usage.

(b) Number and type of employees, hours of operation, days of operation, and proposed or actual hours of operation.

(c) Site, floor, mechanical, and plumbing plans, and details to show all sewers, floor drains, and appurtenances by size, location, and elevation, and all points of discharge.

#### (3) The location, number, and size of all grease interceptors and other pretreatment equipment.

(4) Information regarding proposed grease haulers and/or proposed grease disposal methods and locations.

(5) Any other information as may be deemed necessary by the Control Authority to evaluate the Permit application.

#### **51.115 APPLICATION SIGNATORIES AND CERTIFICATIONS**

(A) All FOG Permit applications, sewer user reports, and certification statements must be signed by an authorized representative of the sewer user and contain the certification statement in Section 51.124 of this Ordinance.

(B) If the designation of an authorized representative is no longer accurate because a different individual or position has responsibility for the overall operation of the facility or overall responsibility for environmental matters for the company, the new written authorization satisfying the requirements of this Ordinance must be submitted to Control Authority, prior to or together with any reports to be signed by an authorized representative.

#### **51.116 FOG PERMIT DECISIONS**

The Control Authority will evaluate the data furnished by the user and may require additional information. Within 30 days of receipt of a complete permit application, the Control Authority will determine whether to issue a FOG Permit. The Control Authority may deny any application for a FOG Permit. Reasons for denial of a FOG Permit may include, but are not limited to, the following: a history of consistent non-compliance with a past FOG Permit, an incomplete FOG Permit application, the potential introduction of industrial wastewater constituents that have a reasonable potential to cause POTW upset or pass-through, failure to pay the required FOG Permit fees or fines, etc.

#### **51.117 FOG PERMIT DURATION**

A FOG Permit shall be issued for a specified time period, not to exceed five years from the effective date of the permit. A FOG Permit may be issued for a period less than five years, at the discretion of the Control Authority. Each FOG Permit will indicate a specific date upon which it will expire.

#### **51.118 FOG PERMIT CONTENTS**

A FOG Permit shall include such conditions as are deemed reasonably necessary by the Control Authority to prevent pass through or interference and protect against damage or blockages in the POTW.

(A) FOG Permits must contain:

(1) A statement that indicates the FOG Permit issuance date, expiration date, and effective date;

(2) A statement that the FOG Permit is nontransferable without prior notification and approval of the Control Authority in accordance with Section 51.121 of this Ordinance, and provisions for furnishing the new owner or operator with a copy of the existing FOG Permit;

(3) Effluent limits, including BMPs, based on applicable pretreatment standards;

(4) Self monitoring, sampling, reporting, notification, pretreatment device maintenance, and record keeping requirements. These requirements shall include an identification of BMPs (or pollutants, if applicable) to be monitored, sampling location, sampling frequency, sample type, and pretreatment device maintenance frequency based on Federal, State, and local law.

(5) A statement of applicable civil and criminal penalties for violation of the FOG Permit or other applicable Federal, State, or local laws, and any applicable compliance schedule. Such schedule may not extend the time for compliance beyond that required by applicable Federal, State, or local law.

(B) FOG Permits may contain, but need not be limited to, the following conditions:

(1) Limits on the average and/or maximum rate of discharge, time of discharge, and/or requirements for flow regulation and equalization;

(2) Requirements for the installation of pretreatment technology, such as grease interceptors or other applicable appurtenances;

(3) Requirements for the development and implementation of spill control plans or other special conditions including BMPs necessary to adequately prevent accidental, unanticipated, or nonroutine discharges;

(4) Development and implementation of waste minimization plans to reduce the amount of FOG or other pollutants discharged to the POTW;

(5) The unit charge or schedule of user charges and fees for the management of the wastewater discharged to the POTW;

(6) Requirements for installation and maintenance of inspection and sampling facilities and equipment, including flow measurement devices;

(7) A statement that compliance with the FOG Permit does not relieve the permittee of responsibility for compliance with all applicable Federal and State pretreatment standards, including those that become effective during the term of the FOG Permit; and

(8) Other conditions as deemed appropriate by the Control Authority to ensure compliance with this Ordinance, and State and Federal laws, rules, and regulations.

### **51.119 FOG PERMIT APPEALS**

The permittee may petition the Control Authority to reconsider the terms of a FOG Permit within 30 days of notice of its issuance.

(A) Failure to submit a timely petition for review shall be deemed to be a waiver of the administrative appeal.

(B) In its petition, the appealing party must indicate the FOG Permit provisions objected to, the reasons for this objection, and the alternative condition, if any, it seeks to place in the FOG Permit.

(C) The effectiveness of the FOG Permit shall not be stayed pending the appeal.

(D) If the Control Authority fails to act within 30 days, a request for reconsideration shall be deemed to be denied. Decisions not to reconsider a FOG Permit, not to issue a FOG Permit, or not to modify a FOG Permit shall be considered final administrative actions for purposes of judicial review.

(E) Aggrieved parties seeking judicial review of the final administrative FOG Permit decision must do so by filing a writ of review to the Umatilla County Circuit Court.

### **51.120 PERMIT MODIFICATION**

(A) The Control Authority may modify a FOG Permit for good cause, including but not limited to, the following reasons:

(1) To incorporate any new or revised Federal, State, or local pretreatment standards or requirements;

(2) To address significant alterations or additions to the sewer user's operation, processes, or wastewater volume or character since the time of the FOG Permit issuance;

(3) A change in the POTW that requires either a temporary or permanent reduction or elimination of the authorized discharge;

- (4) Violation of any terms or conditions of the FOG Permit;
- (5) Misrepresentations or failure to fully disclose all relevant facts in the FOG Permit application or in any required reporting;
- (6) To correct typographical or other errors in the FOG Permit; or
- (7) To reflect a transfer of the facility ownership or operation to a new owner or operator where requested in accordance with Section 51.121

#### **51.121 FOG PERMIT TRANSFER**

FOG Permits may be transferred to a new owner or operator only if the permittee gives at least 60 days advance notice to the Control Authority and the Control Authority approves the FOG Permit transfer. The notice to the Control Authority must include a written certification by the new owner or operator which:

- (A) States that the new owner and/or operator has no immediate intent to change the facility's operations and processes;
- (B) Identifies the specific date on which the transfer is to occur; and
- (C) Acknowledges full responsibility for complying with the existing FOG Permit.

Failure to provide advance notice of a transfer renders the FOG Permit void as of the date of facility transfer.

#### **51.122 FOG PERMIT REVOCATION**

The Control Authority may revoke a FOG Permit for good cause including, but not limited to, the following reasons:

- (A) Failure to notify the Control Authority of significant changes to the wastewater prior to the changed discharge;
- (B) Failure to provide notification to the Control Authority of changed conditions pursuant to their FOG Permit;
- (C) Misrepresentation or failure to fully disclose all relevant facts in the FOG Permit application;
- (D) Falsifying self-monitoring reports and certification statements;
- (E) Tampering with monitoring equipment;

- (F) Refusing to allow the Control Authority timely access to the facility premises and records;
- (G) Failure to meet effluent limitations;
- (H) Failure to pay fines;
- (I) Failure to pay sewer charges;
- (J) Failure to meet compliance schedules;
- (K) Failure to complete a wastewater survey or the Wastewater Discharge Permit Application;
- (L) Failure to provide advance notice of the transfer of business ownership of a permitted facility; or
- (M) Violation of any pretreatment standard or requirement, or any terms of the FOG Permit or this Ordinance.

FOG Permits shall be voidable upon cessation of operations or transfer of business ownership. All FOG Permits issued to a Sewer User are void upon the issuance of a new FOG Permit to that Sewer User.

#### **51.123 FOG PERMIT RE-ISSUANCE**

A sewer user with an expiring FOG Permit shall apply for a FOG Permit reissuance by submitting a complete permit application, in accordance with Section 51.114 of this ordinance, a minimum of 90 days prior to the expiration of the sewer user's existing FOG Permit.

#### **51.124 CERTIFICATION STATEMENTS**

(A) Certification of Permit Applications and Sewer User Reports The following certification statement is required to be signed and submitted by sewer users submitting permit applications in accordance with Section 51.115; sewer users submitting periodic compliance reports required by their FOG Permit; and sewer users submitting permit appeals in accordance with Section 51.119. The following certification statement must be signed by an authorized representative of the sewer user:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for

submitting false information, including the possibility of fine and imprisonment for knowing violations.

## **PROGRAM ADMINISTRATION**

### **51.125 POWER AND AUTHORITY OF INSPECTORS**

(A) The Control Authority, or designee, shall be permitted to enter all properties during either the Control Authority's or FSE/FE's normal operating or business hours for the purposes of inspection, observation, measurement, sampling, and testing in accordance with the provisions of this chapter.

(B) While performing the necessary work on private properties referred to in 51.125(A), the Control Authority representative shall observe all safety rules applicable to the premises established by the owner.

(C) The Control Authority shall be permitted to enter all private properties through which either the Control Authority holds a duly negotiated easement or the FE/FSE/sewer user is regulated by the Control Authority via a FOG Permit, for the purposes of, but not limited to, inspection, observation, measurement sampling, repair, and maintenance, in accordance with Section 51.130 of the Sewer Code. Such work shall be done in full accordance with the terms of the duly negotiated easement or FOG Permit pertaining to the private property involved, including any requirements that the Control Authority provide prior notice to the private property owner before entering onto the property that is subject to the easement or FOG Permit.

(D) If the Control Authority is refused access to the facility, the Control Authority may pursue all legally available options to gain access including, but not limited to, obtaining search warrants for inspection and sampling purposes. No person shall interfere with, delay, or refuse entrance to such personnel attempting to inspect or enforce upon any facility involved directly or indirectly with the discharge of wastewater to the Control Authority sewer system.

### **51.126 ENFORCEMENT AUTHORITY**

The Control Authority may develop BMPs and/or a FOG enforcement response plan to implement the provisions of 40 CFR Part 403.5(b)(3) and (6). Such BMPs shall be considered local limits and pretreatment standards for the purposes of this Ordinance and Section 307(d) of the Act.

### **51.127 FOG ABATEMENT PROGRAM CHARGES AND FEES**

The Control Authority's FOG abatement program may include:

(A) Fees for grease interceptor permits including the cost of processing such applications;

(B) Fees for monitoring, inspection, and surveillance procedures including the cost of collection and analyzing a user's discharge, and reviewing cleaning reports submitted by users;

(C) Fees for reviewing and responding to accidental discharge and FOG interference in the POTW;

(D) Fees for filing appeals;

(E) Fees to recover administrative and legal costs (not included in 51.127(B)) associated with the enforcement activity taken by the Control Authority to address FSE/FE user noncompliance; and

(F) Other fees as the Control Authority may deem necessary to carry out the requirements contained herein. These fees relate solely to the matters covered by this Ordinance and are separate from all other fees, fines, and penalties chargeable by the Control Authority.

#### **51.128 VARIANCE PROCESS**

A facility operator unable to meet the applicable requirements of these rules may request a variance in accordance with the process outline in Section 51.119 of this Ordinance. Alternative methods, interceptors, or schedules may only be adopted with the approval of the Control Authority and must be in compliance with overlapping jurisdictions. A processing fee may apply. Facility operators who violate the terms of an approved variance will be in violation this Ordinance and subject to enforcement.

#### **51.129 ENFORCEMENT ACTION APPEAL PROCESS**

A user who desires to appeal a decision imposing an administrative fine or other enforcement action must file a written request with the Control Authority for reconsideration of the fine along with full payment of the fine amount within 30 days of being notified of the fine. Upon receipt of the written request for reconsideration, the Control Authority shall conduct a hearing on the matter within 30 days of receiving the request from the user. In the event the user's appeal is successful, the payment for the fine, together with any interest accruing thereto, shall be returned to the user.

### **ADMINISTRATION AND ENFORCEMENT**

#### **51.110 51.130 POWERS AND AUTHORITY OF INSPECTORS.**

(A) The city's duly authorized employees bearing proper credentials and identification shall be permitted to enter all properties for the purposes of inspection, observation, measurement, sampling and testing, in accordance with the provisions of this chapter. City employees denied entry may obtain an administrative warrant or a search warrant. The city shall have no authority to inquire into any processes

including metallurgical, chemical, oil, refining, ceramic, paper or other industries beyond that point having a direct bearing on the kind and source of discharge to the sewers of waterways or facilities for waste treatment.

(B) While performing the necessary work on private properties, as defined in this chapter, the city or duly authorized employees of the city shall observe all safety rules applicable to the premises established by the property owner or person in charge of the property; and such person shall be held harmless for injury or death to the city employees and the city shall indemnify the company against loss or damage to its property by city employees and against liability claims and demands for personal injury or property damage asserted against the company and growing out of the gauging and sampling operation, except as may be caused by negligence or failure of the company to maintain safe conditions and within the limits of the Oregon Tort Claims Act.

(C) The city or other duly authorized employees of the city bearing proper credentials and identification shall be permitted to enter onto any city or publicly owned easement for the purposes of but not limited to inspection, observation, measurement, sampling, repair and maintenance of any portion of the sewage works lying within the easement. All entry and subsequent work, if any, on the easement shall be done in full accordance with the terms of the easement pertaining to the private property involved.

**~~51.111~~ 51.131 NOTICE OF VIOLATION.**

Any person found to be violating any provision of this chapter, except provisions on protection from damage, and except for the provisions of §§ [51.090](#) through [51.097](#), or as otherwise provided in this chapter, may be served with a citation or complaint as provided in Chapter [136](#) or [138](#) or by law. Nothing in this section precludes the city from first issuing a notice and opportunity to resolve the violation or limits the authority of the city to declare the violation to be a nuisance or to pursue any other remedy provided in this chapter or provided by law.

**~~51.112~~ 51.132 LIABILITY FOR DAMAGE.**

Any person violating any of the provisions of this chapter shall become liable to the city for any expense, loss or damage occasioned the city by reason of the violation.

**~~51.113~~ 51.133 DISCONTINUANCE OF SERVICE FOR VIOLATION.**

The city may discontinue service for failure to observe all terms of this chapter. Any costs incurred for discontinuation will be paid by the user in accord with this chapter.

**~~51.114~~ 51.134 AUTHORITY TO ADOPT RULES.**

The City Council may, by resolution, adopt such rules and regulations as the Council determines reasonable and necessary to implement or supplement this chapter. Except as provided otherwise in such rules and regulations, violation of a rule or regulation shall constitute a violation of this chapter.

#### **51.999 PENALTY.**

(A) Any person found to have violated the provisions of §§ [51.002](#) through [51.076](#) or a permit, approval or rules adopted thereunder, including any violation beyond the time limit granted for compliance by the city, if any, provided in § [51.444](#) [131](#), commits a Class B violation.

(B) Any person found to have violated any provision of §§ [51.090](#) through [51.097](#), permits and orders issued thereunder, or any other pretreatment requirement commits a Class B violation. Fines shall be assessed on a per violation, per day basis. Fines assessed may take into consideration the magnitude of the violation and the willingness of the industrial user to return to compliance. In the case of monthly or other long-term average discharge limits, fines may be assessed for each business day during the period of violation.

(1) Fines may be collected by adding fine amounts to the user's next scheduled sewer service charge and the city shall have other collection remedies as may be available for fines.

(2) Unpaid charges, fines, and penalties together with interest therefrom shall constitute a lien against the individual user's property and may constitute cause for revocation of an industrial user's discharge permit. If an industrial user fails to file a timely and complete request to review enforcement action, the user shall be deemed to have consented to pay the fine assessed and to comply with all other terms of the enforcement action.

(C) Any industrial user found to have committed the same or substantially the same violation within one year commits a Class A violation. Fines shall be assessed on a per violation, per day basis. In the case of a monthly or other long-term average discharge limit, penalties shall accrue for each business day during the period of this violation.

(D) Where appropriate, the city may request that the review authority or court impose mitigation projects in lieu of the payment of civil penalties where the project provides a valuable service to the city and the industrial user's expense in undertaking the project is at least 100% of the penalty.

(E) Any person found to have violated any provision of §§ 51.100 through 51.129, permits and orders issued thereunder, or any other requirement commits a Class B violation. Fines shall be assessed on a per

violation, per day basis. Fines assessed may take into consideration the magnitude of the violation and the willingness of the user to return to compliance. In the case of monthly or other long-term average discharge limits, fines may be assessed for each business day during the period of violation.

(1) Fines may be collected by adding fine amounts to the user's next scheduled sewer service charge and the city shall have other collection remedies as may be available for fines.

(2) Unpaid charges, fines, and penalties together with interest therefrom shall constitute a lien against the individual user's property and may constitute cause for revocation of a user's permit. If a user fails to file a timely and complete request to review enforcement action, the user shall be deemed to have consented to pay the fine assessed and to comply with all other terms of the enforcement action.

(F) Any user found to have committed the same or substantially the same violation under §§ 51.100 through 51.129 within one year commits a Class A violation. Fines shall be assessed on a per violation, per day basis. In the case of a monthly or other long-term average discharge limit, penalties shall accrue for each business day during the period of this violation.

~~(E)~~ G Nothing in this section precludes the city from declaring the violation to be a public nuisance, pursuing injunctive or other relief, bringing an action for damages or pursuing any other remedy provided by law.

**Section 2.** All other provisions of the Hermiston Municipal Code remain unchanged and in full effect.

**Section 3.** The City Recorder is hereby authorized to correct any scrivener's errors and to conform the revisions to the Hermiston Municipal Code with appropriate numbering.

**Section 4.** This ordinance shall take effect on the 30th day after its adoption.

ADOPTED by the Common Council this 12th day of November 2024.

SIGNED by the Mayor this 12th day of November 2024.

\_\_\_\_\_  
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 November 12, 2024

**Title/Subject**

Resolution 2345- Master Fee Schedule: Add FOG Rate

**Summary and Background**

This resolution adds the charge for Fats, Oils, & Greases (FOG) Abatement Program customers which was outlined in the staff report for Ordinance 2367.

**Tie-In to Council Goals**

System Maintenance.

**Fiscal Information**

This action will add a \$3.62 per month charge for FOG permittees; estimated to generate approximately \$2,600 to \$3,500 per year to offset program costs.

**Alternatives and Recommendation**

**Alternatives**

1. Approve Resolution 2345.
2. Reject Resolution 2345.
3. Table Resolution 2345.

**Recommended Action/Motion**

Motion to approve resolution 2345.

**Submitted By:**

Mark Morgan

**RESOLUTION NO. 2345****A RESOLUTION ADJUSTING A SCHEDULE OF FEES AND CHARGES FOR VARIOUS CITY SERVICES**

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

WHEREAS, the City has adopted Ordinance No. 2367, amending Chapter 51 of the Hermiston Municipal Code adopting a Fats, Oils, and Grease (FOG) Abatement Program; and

WHEREAS, the FOG Abatement Program includes a monthly fee to be set by the City Council; and

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

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

1. That the attached updated Master Fee Schedule, is approved and adopted.
2. That this resolution shall supersede Resolution No. 2335.
3. All fees and charges in effect as of the date of the adoption of this resolution shall remain in effect unless otherwise modified by provisions of this resolution.
4. That this resolution is effective immediately upon its passage.

PASSED by the Common Council this 12th day of November 2024.

SIGNED by the Mayor this 12th day of November 2024.

\_\_\_\_\_  
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 No. 2171 on December 14, 2020  
Superseded By Resolution No:

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

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## ADMINISTRATION &amp; GENERAL FEES

# 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.	\$10.00/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.	\$5.00 per act

### Notary Acts are available at:

- Hermiston Police Department, Bob Shannon Safety Center, 330 S. 1<sup>st</sup> Street
- City Hall, 180 NE 2<sup>nd</sup> Street

## 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
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## Prints & Public Records

### Documents & Photocopies up to 11x17 (Does not include other fees)

1. Black & White	Single: \$0.25 per page Double-Sided: \$0.50 per page
2. Color	Single: \$1.00 per page Double-Sided: \$2.00 per page

### Maps, Nonstandard Documents, etc. Larger than 11x17 (Does not include other fees)

1. Black & White	Actual Cost
2. Color	Actual Cost

### Media (Does not include other fees)

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

### Processing Fees (Does not include other fees)

1. Lengthy Requests (request over 15 mins to complete)	\$35.00 per hour
2. Fee's charged at 15 min increments. Requests less than 15 mins to process may be waived, excluding serial requests.	
3. Attorney Fees	Actual Cost

**Please Note:** Requestors must pre-pay the estimated cost of request. If the actual charges are less than the pre-payment, then the over- payment shall be refunded.

## AIRPORT

# Airport

**Commercial Activity Fee-** Any business operating at the Airport

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

**T-Hangar Rental**

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

**Miscellaneous Services**

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

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

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

1600 E Airport Way, Hermiston, OR 97838

541-567-3694

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

## ANIMALS

## Animals

**Dog Licenses** (One-time fee per dog.)

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

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

**Dog Impoundment & Boarding**

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

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

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

**Pet Rescue Humane Society of Eastern Oregon**

1844 NW Geer Rd, Hermiston, OR 97838

(541) 564-6222

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

## AQUATIC CENTER

# Aquatic Center

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

## AQUATIC CENTER

Additional hours may be available

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

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

1. Weekday Rental
2. Weekend Rental

**Resident**

**Non-Resident**

\$50.00

\$75.00

\$65.00

\$90.00

### Additional Amenities

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

Regular Cabana  
\$25.00

Large Cabana  
\$50.00

2. **All Other Amenities**

As Established

### Hermiston Aquatic Center

879 W Elm Ave, Hermiston, OR 97838

541-289-7665

541-667-5018 (Off-Season)

## BUILDING DEPARTMENT

# Building Department

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

## A. Building Permits

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

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

**Table A-1: Building Permit Fee**

❖ **Residential:** New, Additions, Alterations, Repairs, & Accessory Structures.  
(Plumbing permit required for potable water fire systems; see Table E-4)

❖ **Commercial:** New, Alterations, Additions, Repairs, Accessory Structure, Fire Systems, & Medical Gas Systems  
Plumbing permit (based on value of installation costs)

❖ **Multifamily:** New, Alterations, Additions, Repairs, & Accessory Structure.

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

**Table A-2: Building Permits - Related Fees**

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

## BUILDING DEPARTMENT

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

**PERMIT EXTENSION**

## Reinstating Expired Permits

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

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

**Residential Structural Fire Suppression Standalone**

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

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

**B. Manufactured Dwelling Placement Permits**

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

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

## BUILDING DEPARTMENT

**C. Camp and Park Permits**

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

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

**D. Mechanical Permits**

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

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

**Table D-1: Commercial Mechanical Permit Fees**

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

**Table D-2: Residential Dwelling Mechanical Permit Fees**

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

## BUILDING DEPARTMENT

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

Table D-3: Mechanical Permits - Related Fees

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

**E. Plumbing Permits**

Table E-1: Plumbing Permit Fees

❖ **Residential:** New

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

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

## BUILDING DEPARTMENT

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

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

**Table E-2: Plumbing Permit Fees**

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

## BUILDING DEPARTMENT

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

**Table E-3: Plumbing Permit - Related Fees**

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

**Table E-4: Plumbing Permits - Residential Fire Systems <sup>1</sup>**

- ❖ Multipurpose or Continuous Loop Fire Suppression Systems (13D)
- ❖ Fees based on total square footage of the dwelling unit to be covered by the system

Total Square Footage	Permit Fee (Include Plan Review)
1. 0 to 2,000 square feet	\$87.00
2. 2,001 to 3,600 square feet	\$129.00
3. 3,601 to 7,200 square feet	\$164.00
4. Over 7,200 square feet	\$200.00

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

## BUILDING DEPARTMENT

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

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

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

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

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

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

**E. Miscellaneous (Service or Feeder Not Included)**

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

**F. Renewable Electrical Energy**

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

**Table F-2: Electrical Permit – Related Fees**

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

## BUILDING DEPARTMENT

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

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

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

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

**Table G-2: Deferred Plans Submittal**

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

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

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

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

**Abatement**

1. Administrative Overhead Abatement Processing fee	10% of the total abatement cost
---	---------------------------------

**I. Miscellaneous Fees****Table I-1: Miscellaneous Fees**

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

**Building Department**

180 NE 2<sup>nd</sup> Street, Suite 211, Hermiston, OR 97838  
541-667-5025

## BUSINESS LICENSES

# Business Licenses

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

## Business License – Effective 01/01/2025

Businesses WITH a Permanent Location WITHIN City Limits	
1. Base Fee – Includes 0-5 Full-Time Equivalent (FTE) Employees	1. \$85.00
2. 6-49 FTE Employees	2. Base Fee + \$15.00 per Employee over 5
3. 50+ FTE Employees	3. \$1,000.00
Businesses WITHOUT a Permanent Location WITHIN City Limits	
1. Base Fee- Includes 0-5 Hermiston Full-Time Equivalent (FTE) Employees	1. \$100.00
2. 6-49 FTE Hermiston Employees	2. Base Fee + \$20.00 per Employee over 5
3. 50+ FTE Hermiston Employees	3. \$1,200.00
Construction Projects	\$400.00 per Project
Trade Show and Carnivals	\$300.00

## Liquor License

Liquor License, New	\$100.00
Liquor License, Annual Renewal, Special Events, & Temporary Sales	\$35.00
Liquor License, Change in: Ownership, Location, or Privilege	\$75.00

## Solicitors' License

Per License per Calendar Year (January 1 <sup>st</sup> – December 31 <sup>st</sup> )	\$25.00
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## Mobile Vending License

## Application and Renewal Fee

1. Type 1: 30-Day License for: Tent, pushcart, or similar conveyance of less than 100 sq ft	\$200.00*
2. Type 2: One-Year License for: Self-contained truck or trailer	\$700.00*
3. Type 3: Event License for: A temporary event lasting not more than 7 calendar days for a street fair, festival, carnival, or similar community event	\$50.00
4. Type 4: Lunch Truck License for: Operating from a self-contained truck or trailer and primarily serving on site workers with incidental sales to the general public	\$300.00*

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

## Food Pod

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

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

180 NE 2<sup>nd</sup> Street, Hermiston, OR 97838

541-567-5521

### Mobile Vending Licenses are processed by the Planning Department

180 NE 2<sup>nd</sup> Street, Suite 211, Hermiston, OR 97838

541-667-5010

## COMMUNITY CENTER

## Community Center

**Discounted Rates** for Non-Profit Organization may be provided.

### Great Room Rental (Large Meetings & Events)

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

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

### Security Guards and Insurance

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

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

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

### Additional Amenities

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

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

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

## COURT (MUNICIPAL)

# Court (Municipal)

**Prints & Public Records** (see Administrative & General Fees)

**Municipal Court Reports** (Does not include other fees)

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

**Other Court Services**

- |  |  |
|--|--|
| 1. Marriage Ceremony (performed by Municipal Court Judge on site)  | \$75.00  |
| 2. Marriage Ceremony (performed by Municipal Court Judge off site) | \$100.00 + actual mileage costs<br>(as set in ORS 106.120(5))                |
| 3. Certification of Court Document                                 | \$2.00 for certification of each document<br>(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<br>Case Balance- \$280.01+, fee of \$50.00<br>(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><b>Paid to Selected Jurors</b></i> *     | Compensation and Mileage<br>(Rate applicable to appearances in justice court) |
| 2. Juror Attendance Fee * <i><b>Paid to Not-Selected Jurors</b></i> * | Mileage Only<br>(Rate applicable to appearances in justice court)             |
| 3. Subpoenaed Witnesses Attendance Fee                                | Compensation and Mileage<br>(Rate applicable to appearances in justice court) |
| 4. Mileage Fee (to and from place of residence)                       | Rate applicable to appearances in justice court                               |

**Hermiston Municipal Court**

180 NE 2<sup>nd</sup> Street, Hermiston, OR 97838  
541-567-6610

## EASTERN OREGON TRADE &amp; EVENT CENTER (EOTEC)

# Eastern Oregon Trade & Event Center (EOTEC)

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

## EASTERN OREGON TRADE & EVENT CENTER (EOTEC)

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

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

### Other Venues

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

### EOTEC

1705 E. Airport Rd, Hermiston, OR 97838

541-289-9800

<https://eotechermiston.com/>

## FESTIVAL STREET

## Festival Street

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

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

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

**Miscellaneous Rentals**

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

**Reservations may be made through: Hermiston Community Center**

415 S. Hwy 395, Hermiston, OR 97838

541-667-5018

## FRANCHISES

## Franchises

Miscellaneous	
1. Application and Review Fee	\$350.00 Unless otherwise provided in franchise agreement
Registration Fee	
1. Telecommunications- One Time Only	\$50.00
Solid Waste	
1. Franchise Fee	3%
2. Billing and Collection Services	12%
Small Cell Wireless	
1. Annual Franchise Fee	\$270.00 for each Small Wireless Facility installed or maintained. Will increase 3% every January 1, beginning January 1, 2022.
2. Interest and Late Fees	Annual rate equal to the greater of 1% per month or the maximum rate allowed by law.
3. Additional Fees	As established
<b>All Grantees</b> 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>	
<b>Please Note:</b> 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. <b>Diminished Pavement Life Fee-</b> 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. <b>Construction Permit Fee</b>	the applicant must pay a permit fee equal to \$500.00 or ¼ of one percent (.25%) of the estimated cost of constructing the telecommunications facilities, whichever is greater; unless otherwise provided in a franchise agreement, prior to issuance of a construction permit for construction within the public right-of-way.

## GARBAGE &amp; RECYCLING SERVICES

# Garbage & Recycling Services

## Miscellaneous Services & Fees

### FREE Yard Trimming Permits

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

### FREE Recycling Centers located in Hermiston

1. 1692 NW Geer Road, near Theater Sports Park
2. 81144 N. HWY 395, at Sanitary Disposal

### Account Set-Up (non-refundable)

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

## 1. Mechanically Emptied Carts & Containers

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

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

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

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

### C. Commercial Yard & Cardboard Containers

- |   |   |
|---|---|
| 1. (1) 1.5- Yard Container (Service available Mon-Sat): |   |
| a. Served once a week                                   | a. \$120.82 per month                                       |
| b. Served twice a week                                  | b. \$228.73 per month                                       |
| c. Served three times a week                            | c. \$336.64 per month                                       |
| d. Served four times a week                             | d. \$444.55 per month                                       |
| e. Served five times a week                             | e. \$552.38 per month                                       |
| f. Served six times a week                              | f. \$660.37 per month                                       |
| 2. (1) 2- Yard Container (Service available Mon-Sat):   |   |
| a. Served once a week                                   | a. \$157.08 per month                                       |
| b. Served twice a week                                  | b. \$298.64 per month                                       |
| c. Served three times a week                            | c. \$440.19 per month                                       |
| d. Served four times a week                             | d. \$581.75 per month                                       |
| e. Served five times a week                             | e. \$723.29 per month                                       |
| f. Served six times a week                              | f. \$864.85 per month                                       |
| 3. Cardboard Recycling Container:                       |   |
| a. Serviced once a week                                 | a. \$53.91 per month  |
| i. Service up to 5 days a week Mon-Fri is available     | i. Add \$53.91 per month per each additional day of service |
| b. Compactor Haul                                       | b. \$285.81 per month                                       |
| c. Demurrage per day after 7 days                       | c. \$6.89 per month   |

## GARBAGE & RECYCLING SERVICES

### D. Regulations

1. 1.5- Yard container and larger containers must be placed on a hard level surface in a location that will prevent container run-away.
2. Containers placement must be easily accessible to truck and collector.
3. Cart placement must be at curb or roadside.

### 2. Dropbox

#### A. Service within 7-day period

1. Prepayment: Required to reserve a dropbox and applied to first bill.	\$200.00
2. Delivery Fee	\$63.39 for the first box
3. Weighing up to 5 tons	\$89.54 haul fee plus \$8.97 per cubic yard or \$100.84 per ton, whichever is greater
4. Weighing 5 tons or greater	\$323.28 haul fee plus \$54.00 per ton
5. Demurrage charge per box after 7 <sup>th</sup> day	\$6.89 per day

#### B. Regulations

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

### 3. Compacted Dropbox

#### A. Compactor on call

1. Weighing up to 5 tons	\$117.66 per hour haul fee plus \$8.97 per cubic yard or \$100.84 per ton, whichever is greater
2. Weighing 5 tons and greater	\$351.41 haul fee plus \$54.00 per ton

#### B. Regulations

1. Maximum weight of 10 tons when full.

### 4. Fines & Penalties (not already listed above)

<b>Disconnection/Reconnection</b> (due to non-payment)	\$20.00
<b>Return Service</b> (Did not set-out cart. Same day only)	\$20.62
<b>Overages/Extras</b> (Cart lid does not completely close, garbage is left outside of cart, or cart weighs more than the allowable amount)	<a href="#">See Sanitary Disposal/Waste Connections Fees</a>

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

**All solid waste services, as specified in this section, are subcontracted to:**

**Sanitary Disposal**

81144 N. Hwy 395, Hermiston, OR 97838

541-567-8842

## HARKENRIDER SENIOR CENTER

## Harkenrider Senior Center

**Discounted Rates** for Non-Profit Organization may be provided.

### Great Room Rental (Large Meetings & Events)

Includes: Janitorial, Staff Support, and Tear Down.

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

### Security Guards and Insurance

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

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

Small Meetings & Events	Staff Set Up	Half Day (1-5 Hours)	Full Day (6+ Hours)
Includes: Janitorial, Set-Up/Tear down & Staff Support			
1. Breakout Room (25 guests max)	NA	\$125.00	\$200.00
2. Refundable Cleaning/Damage Deposit- Due to Hold Date		\$50.00	

### Additional Amenities

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

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

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

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

## HERMISTON ENERGY SERVICES (HES)

# Hermiston Energy Services (HES)

**Customer Service Policies, Rates, and Associated Fee Manual**

Last adopted/amended:

[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

**Library Card**

1. <b>Hermiston Resident:</b> Live in 97838 zip code	Free
2. <b>Temporary:</b> If you live in the 97838 area and can provide acceptable identification	\$8.75 for three months
3. <b>Non-Resident:</b> If you do not live in the 97838 area, or do not have acceptable identification	\$35.00 per year
4. <b>Replacement Card:</b> 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. <b>Requesting items from SLS-</b> Retrieved item(s)	Free
2. <b>Searching Fee for Requesting items from ILL-</b> Payable at time of request & is non-refundable, regardless of loan success.	\$3.00 Other fees may apply from lending library
3. <b>Requesting items from ILL and/or SLS-</b> Failed to retrieve item(s)	\$5.00, after first notice

**Research Services**

1. All research requests- For example: "Who was X building named after?"	As established in "Administration & General Fees" under "Processing Fees"
2. Obituaries from Hermiston Herald <ul style="list-style-type: none"> <li>a. Self Service</li> <li>b. Staff Completion</li> </ul>	<ul style="list-style-type: none"> <li>a. Free</li> <li>b. As established in "Administration &amp; General Fees" under "Processing Fees"</li> </ul>

**Fines & Collections**

1. <b>Overdue Late fees:</b> for Books, Audiobooks, Magazine, Videos/DVDs, High Demand Items:	\$0.20 per item per day \$5.00 Maximum fine per item
2. <b>Overdue Late fees:</b> for special or temporary collections	Cost Varies
3. <b>Collections:</b> 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. <b>Repair fee:</b> Items requiring less than one-hour of repair	Charged at \$5.00 per 15-minute increments \$5.00 minimum charge
2. <b>Replacement fee:</b> Items requiring more than one-hour of repair	Actual Cost
3. <b>Labels, Bar Codes &amp; Book Pockets:</b> Missing or damaged	\$1.00
4. <b>Video/Audio Covers</b>	\$5.00
5. <b>CD/Media Parts</b>	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

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

**Miscellaneous Services**

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

2. USB Stick, Headphones, etc

Actual Cost

3. Other Misc. Items and Services

As Established

**Hermiston Public Library**

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

## PARKS AND RECREATION

## Parks and Recreation

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

## PLANNING &amp; ZONING

# Planning & Zoning

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

## POLICE DEPARTMENT

## Police Department

Law Enforcement -Effective 04/01/2024	
Law Enforcement Staffing Fee- Added to each utility bill (water, sewer, garbage).	\$5.00 per month
Violations (cannot exceed amount established by state law)	
1. False certification	Not more than \$1,000.00
2. Class A, B, C, & D Individual Violations	Maximums permitted by State Law
3. Class, A, B, C & D Corporation Violations	Double the maximum of Individual Violations
4. Towing and Impoundment	As established by Towing Company
Miscellaneous Services	
1. Fingerprinting (Livescan Prints only – No ink prints provided)	\$20.00
2. Bicycle Registration (Residents living within city limits only)	Free
Prints & Public Records	
<b>Please Note:</b> Requestors must pre-pay the estimated cost of request. If the actual charges are less than the pre-payment, then the over- payment shall be refunded.	
Documents & Photocopies (Does not include other fees)	
1. Black & White (up to 11x17)	Single: \$0.25 per page Double-Sided: \$0.50 per page
2. Color (up to 11x17)	Single: \$1.00 per page Double-Sided: \$2.00 per page
3. Black & White and Color (larger than 11x17)	Actual Cost
Media (Does not include other fees)	
1. DVD, CD or USB	Actual Cost
2. Audio & Video Recording, in addition to any other fees.	\$35.00 per hour- Minimum Charge
Police Investigation Reports	
1. Digital Copy- Includes: The initial report and supplemental reports completed at the time of request, along with color full-page photographs.	\$20.00
2. Printed Copy- Includes: The initial report, supplemental reports completed at the time of request, along with color photographs in gallery/thumbnail view.	\$20.00, plus \$1.00 per full-page color photos
Discovery	
1. Criminal Offense: Court Appointed Attorney	Free
2. Criminal Offense: Retained Attorney	\$20.00
3. Violation Offense: Digital Standard Packet	\$20.00
4. Violation Offense: Printed Standard Packet	\$20.00 with potential additional "Media" fees
Miscellaneous	
1. Police CAD (Computer Aided Dispatch) Incident report	\$20.00
2. Citation copy	\$5.00
3. Mugshot copy	\$5.00

## POLICE DEPARTMENT

4. Address/Name Record Check	\$20.00
5. Mailing Services	Actual Cost
<b>Records Request Processing Fees</b> (Does not include other fees)	
1. Lengthy Requests (request over 15 mins to complete) <ul style="list-style-type: none"> <li>Fee's charged at 15 min increments.</li> <li>Requests less than 15 mins to process may be waived, excluding serial requests.</li> </ul>	\$35.00 per hour
2. Attorney Fees	Actual Cost
<b>Hermiston Police Department, Bob Shannon Safety Center</b> 330 S. 1 <sup>st</sup> Street, Hermiston, OR 97838 541-567-5519 (Business) 541-966-3651 (Dispatch) 541-667-5148 (Anonymous Tip Line)	

## PUBLIC TRANSIT- TAXICAB &amp; BUS SERVICES

## Public Transit-Taxicab &amp; Bus Services

**Taxicab Services****Cab Fares**

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

**WORC Program**

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

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

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

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

**Taxicab Drivers** (Charged at the time of application)

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

**Bus Services**

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

**Taxicab Services are contracted to: Umatilla Cab Co.**

2430 N. 1<sup>st</sup> Street, Hermiston, OR 97838  
541-567-6055

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

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

<https://ctuir.org/>

## SEWER DEPARTMENT

# Sewer Department

## Account Set-Up (non-refundable)

See "Water Department"

Sewer Usage Calculations	Monthly Base Rate	Calculated Monthly Usage Rate (per 1,000 Gallons)
Rates Adjusted: March 1, 2024		
1. Residential	\$40.67	\$3.49
2. Commercial	\$40.67	\$3.49

## Please Note the Following:

### ❖ Sewer Annual Adjustment:

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

### ❖ Monthly Usage Calculation:

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

### ❖ New Customers:

New customers who begin service between:

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

### ❖ Reduced Utility Rate:

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

## Fines & Penalties

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

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

## Commercial Independent Discharge Users

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

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

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

## SEWER DEPARTMENT

3. Ammonia: \$1.59/lb.

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

#### **Fats, Oils, & Grease (FOG) Users**

FOG Permit-  
Users who generate FOG which has the potential to reach  
the City's sewer must obtain a FOG Permit.

\$3.62 per month for all permitted FOG users.

#### **Vector Use (Municipality use only, with prior authorization from City Manager or designee)**

Vector use

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

#### **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

# 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.

### Permit referenced above are processed by the Building Department

180 NE 2<sup>nd</sup> Street, Suite 211, Hermiston, OR 97838

541-667-5025

## Street Closures

### Street Closures for Private or Community Events

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

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

### Street Closures for Parades, Marches, and Processions

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

#### Parade Application

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

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

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

### Street Closure Permits referenced above are processed City Hall

180 NE 2<sup>nd</sup> Street, Hermiston, OR 97838

541-567-5521

## SYSTEM DEVELOPMENT CHARGES &amp; CONNECTION PERMITS

# System Development Charges & Connection Permits

## A. System Development Charges (SDC's)

Fees are due and payable upon issuance of permit for connection

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

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

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

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

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

## Connection Permits Fees

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

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

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

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

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

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

# SYSTEM DEVELOPMENT CHARGES & CONNECTION PERMITS

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

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

## Building Department

180 NE 2<sup>nd</sup> Street, Suite 211, Hermiston, OR 97838

541-667-5025

## TRANSIENT ROOM TAX

# Transient Room Tax

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

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

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

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

## Tourism Promotion Assessment Charge

### Hotels

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

### Recreational Vehicle Park

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

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

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

### Delinquencies and Interest from Transient Tax Collector

A. <b>Original Delinquency-</b> 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. <b>Continued Delinquency-</b> 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. <b>Fraud-</b> 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. <b>Interest-</b> In addition to the penalties imposed, any transient tax collector who fails to remit any tax or charge imposed when due	0.5% per month without prorations, exclusive of penalties, until paid

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

## WATER DEPARTMENT

# Water Department

**Account Set-Up** (non-refundable)

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

**Water Usage Calculations** (per 1,000 gallons)

Rates Adjusted: March 1, 2024

	Base Rate	0-15,000 Gallons	>15,000 Gallons
1. Residential	\$34.87	\$0.58	\$4.05
2. Commercial	\$34.87	\$0.58	\$4.05

**Please Note the Following:**

❖ **Water Usage Annual Adjustment:**

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

❖ **Reduced Utility Rate:**

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

**Fines & Penalties**

1. **Late/Delinquent Payments:**

All unpaid bills & charges for water, sewer & garbage services, not paid within 20 days of issuance of statement.

Additional 5% imposed on the gross combined billing

2. **Disconnection/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:

- 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
--	---------

**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 2<sup>nd</sup> Street, Hermiston, OR 97838

541-567-5521