



CITY COUNCIL

AGENDA

MONDAY, APRIL 08, 2024

Where Life is Sweet

COUNCIL CHAMBERS - 180 NE 2ND ST.

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

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

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

2. DECLARATION OF QUORUM

3. FLAG SALUTE

4. PROCLAMATIONS AND PRESENTATIONS

A. Presentation- Hermiston School District

B. Proclamation- Month of the Military Child

5. CITIZEN INPUT ON NON-AGENDA ITEMS

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

6. CONSENT AGENDA

A. Committee Vacancy Announcements

B. Recommend Reappointment of Margaret Saylor to Position #8 of the Planning Commission for a 3-year term ending March 31, 2027.

C. Recommend Reappointment of Derek Caplinger to Position #9 of the Planning Commission for a 3-year term ending March 31, 2027.

D. Initiate annexation and comprehensive plan map amendment proceedings 4N2801B Tax Lots 1500, 1502 & 1503 Bankston & Gisi 1900/1940/2180 NE 10th St

E. Minutes of the March 25th Work Session and Regular Meetings

7. ITEMS REMOVED FROM CONSENT AGENDA

8. OTHER

A. Library Design Update

B. Site selection for locating Pickleball Courts at Theater Sports Park.

C. Zencity Survey Update

D. Motion to Rescind Ordinance No. 2352 entitled Business License

E. February 2024 Financial Report

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 Enhancement, Community Accountability, Public Safety, Public Infrastructure, Transit Planning, EOTEC, Business License Advisory Ad-Hoc Committee, Stepping Stones Alliance (not a city committee)

B. Mayor's Report

C. Council Report

D. Youth Advisory Report

E. Manager's Report

10. RECESS FOR EXECUTIVE SESSION- At or After 8:00PM

A. An Executive Session will convene pursuant to ORS 192.660 (2) (h) which allows the Council to meet in Executive Session for the purpose of discussing matters pertaining to litigation with legal counsel

11. RECONVENE AND ADJOURN

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

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



MONTH OF THE MILITARY CHILD PROCLAMATION

WHEREAS, this month we honor the over 2 million children of our service members and veterans whose support and sacrifice help keep our military strong and our Nation secure; and

WHEREAS, it is essential to recognize that each day military children undergo unique challenges while dealing with uncertainty and concerns as they undergo changes of station, parent and guardian extended hours and long deployments in places near and far, caring for wounded parents, or coping with the ultimate loss of fallen parents; yet they face these situations with resilience and dignity, beyond their years, as they shoulder the unique demands of military life with courage and tenacity as they serve the Nation alongside their parents and guardians; and

WHEREAS, The City of Hermiston recognizes the sacrifices and applauds the courage of military children by celebrating the Month of the Military Child throughout the Month of April; and

WHEREAS, the Month of the Military Child presents an opportunity to recommit to providing our military families with the necessary support each military child needs in Hermiston whose parent or guardian serves our nation as a member of the Armed Forces and encourages all to wear purple on April 11, and throughout the month of April, to show love and support and give honor and gratitude for their service; and

NOW, THEREFORE, I, Dr. Dave Drotzmann, Mayor of Hermiston, Oregon do hereby proclaim the Month of April as “Month of the Military Child” and encourage our community as a whole, to join in commending the children of military families for their exceptional devotion to their loved ones serving as members of the Armed Forces.

SIGNED this 8th day of April, 2024

Dr. David Drotzmann, Mayor



PUBLIC ANNOUNCEMENT

The City is accepting applications for the following Committees:

1) Planning Commission

- Positions 7, 8, and 9: 3-year term ending March 31, 2027 (Advertised as of 02/01/2024)

Deadline to apply for all Committees: Open Until Filled

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

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



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
For the Meeting of April 8, 2024

Title/Subject

Initiate annexation and comprehensive plan map amendment proceedings 4N2801B Tax Lots 1500, 1502 & 1503 Bankston & Gisi 1900/1940/2180 NE 10th St

Summary and Background

The city has received an application from Dennis Gisi to annex 25.85 acres of land located on the east side of NE 10th and north of E Theater Lane. The applicant also proposes to amend the comprehensive plan map designation for the properties.

The land is proposed for annexation as Low Density Residential (R-1). The comprehensive plan map amendment proposes to change the Future Residential designation to Low Density Residential. Maps illustrating the existing and proposed comprehensive plan map designations are attached to this report.

Under ORS 222.120, the city may dispense with an election on annexation except when required to hold an election by charter. The Hermiston city charter does not require an election on annexation and the city council typically does not submit annexation requests to voters. When an election is not held, the city council must set dates for public hearings on the proposed annexation. By motion, the city council will establish hearing dates before the planning commission on June 12, 2024, and before the city council on June 24, 2024.

Tie-In to Council Goals

Annexations are a matter of administration of city ordinances. This annexation and amendments provides an opportunity for additional residential development.

Fiscal Information

At the current assessed value of the property, financial impact to the city will be approximately \$6,659 in property tax revenue. Subsequent development will greatly increase the assessed value of the property.

Alternatives and Recommendation

Alternatives

- Initiate annexation and comprehensive plan map amendment proceedings and hearings.
- Do not initiate proceedings.

Recommended Action/Motion

Staff recommends the city council initiate annexation and comprehensive plan map proceedings.

Motion that the annexation and amendments be initiated and direct staff to schedule public hearings. Hearings would be scheduled before the Planning Commission on June 12, 2024, and the City Council on June 24, 2024.

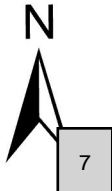
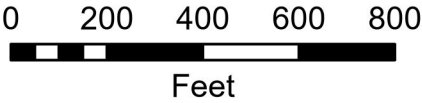
Submitted By:

C.F. Spencer, Planning Director



Legend

- Area of Annexation and Comp Plan Amendment
- Property Line
- City Limits
- Urban Growth Boundary





CITY COUNCIL

Work Session Meeting Minutes March 25, 2024

Mayor Drotzmann called the work session meeting to order at 6:00pm. Present were Councilors Hardin, Primmer, Duron, Linton, McCarthy, Peterson, and Myers. Councilor Barron was not present. Staff in attendance included: City Manager Byron Smith, Assistant City Manager Mark Morgan, City Attorney Rich Tovey, Chief Edmiston, Planning Director Clint Spencer, Finance Director Ignacio Palacios, HES General Manager Nate Rivera, Parks and Recreation Director Brandon Artz, and City Recorder Lilly Alarcon-Strong.

Discussion of Naming Rights for City Facilities

City Manager Smith gave information (PowerPoint Presentation attached), as well as presented an updated proposed policy (attached) that had been previously emailed to the City Council with language revisions from when it was published in the agenda packet regarding possibly allowing donors to have naming rights for certain city facilities that they contribute to. City Manager Smith stated this discussion recently resurfaced as a potential donor has had conversations with the HEROS Fundraising Committee to possibly donate \$1 million to complete their lighting system and other possible misc. items in exchange for their name on the facility. The HEROS Fundraising Committee is in support of this proposal as well.

The Council reviewed and discussed the updated proposed policy and asked for further updates to include items such as addressing the separation of Facilities and Parks and Non-Facilities. City Manager Smith addressed concerns regarding the possible risk of inappropriate or offensive naming possibilities regarding donors, including businesses or products that do not align with the values of the City, stating all proposed renaming contract will ultimately be the discretion of the Council as the City Council will vote to approve or deny each proposal, and addressed other questions from the Council.

City Manager Smith stated suggested changes to the proposed policy received from this work session meeting will be promptly made and presented during the regular city council meeting under item 14,B- Possible Action to Adopt a Facility Naming Righty Policy.

Adjournment

Mayor Drotzmann adjourned the work session meeting at 6:27pm and stated the Council will take a short recess before starting the special council meeting at 7:00pm.

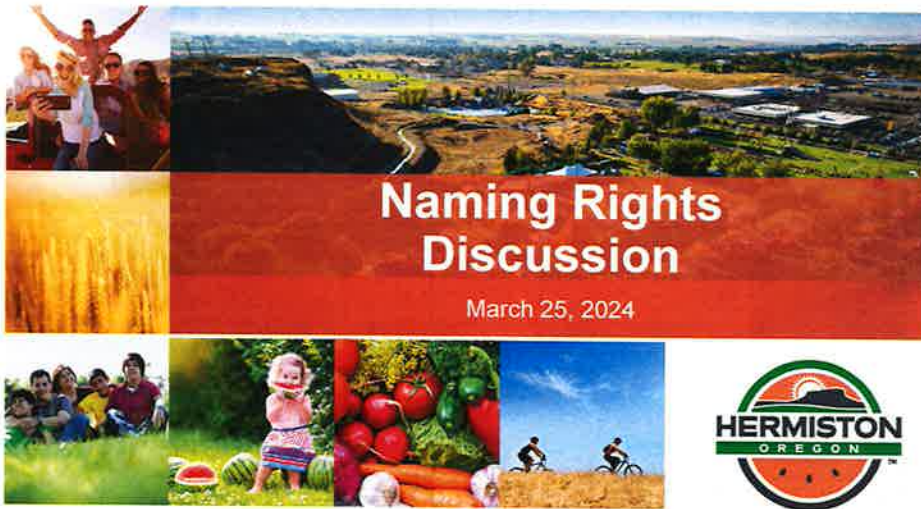
A POLICY FOR NAMING/RENAMING CITY FACILITIES AND PARKS INCLUDING COMMERCIAL NAMING RIGHTS

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

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

2. Policies and procedures for naming parks/facilities operated by the City.
 - a. Naming Objectives:
 - i. Identify the site/facility/area and create a site image.
 - ii. Provide a geographic location for the site/facility that could assist the public in easily locating a specific site within a park.
 - iii. Recognize those individuals/organizations that develop facilities/areas for public use.
 - iv. Honor a person for historical or commemorative reasons.
 - v. Carry current values into the future.
 - vi. Provide for added or enhanced development through the purchase of naming rights by commercial businesses, private individuals, or civic groups.
 - b. Procedure for naming new facilities/parks/areas or renaming existing facilities/parks/areas:
 - i. Staff or community member(s) propose name or new name.
 - ii. Appropriate city committee with jurisdiction uses guidelines provided in section c below to evaluate proposals for facility/park naming/renaming.
 - iii. Appropriate city committee recommends a name for park/facility.
 - iv. City Council approves name and any naming rights agreement.
 - c. Guidelines and/or considerations to be used for naming or renaming facilities/parks:
 - i. Be imaginative and creative.
 - ii. Utilize names of cultural places or features, i.e. streets, schools.
 - iii. Name after historic sites, events, or persons.
 - iv. Geographic or natural features, i.e. creeks, hills, or vegetation.

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



Naming Rights Discussion

- Review the History
- Review Draft Policy



Why Naming Rights?

- Maybe started in the U.S. in 1912 with Fenway Park in Boston
- New Trend/Option for City Revenue
- A form of advertising or memorialization



Why Naming Rights?

- Started talking about this a couple of years ago
- EOTEC was probably the beginning of discussion
- Possible HEROS donor brought this to a point



Draft Review

- Started with a focus on parks, etc.
- Worked to broaden to include all types of city facilities
- Used Klamath Falls as primary model but reviewed many others from around the country
- Naming/Renaming



Draft Review

- What's in? (flexible)
 - Buildings
 - Rooms in buildings
 - Parks
 - Garden areas
 - Playgrounds
 - Sports fields
 - Courts
 - Picnic areas, shelters or pavilions
 - Paths
 - Restrooms
 - Swimming pools



Draft Review

- What's out? (Typically)
 - Natural features and landscaping elements
 - Trees
 - Lawns
 - Natural bodies of water (lakes, rivers, ponds)
 - Undeveloped land
 - General open space areas
 - Small, non-structural amenities
 - Benches
 - Signage
 - Waste receptacles
 - Minor decorative elements



Draft Review

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



Draft Review

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



Draft Review

- Guidelines/Considerations
 - Be imaginative and creative.
 - Utilize names of cultural places or features, i.e. streets, schools.
 - Name after historic sites, events, or persons.
 - Geographic or natural features, i.e. creeks, hills, or vegetation.



Draft Review

- Guidelines/Considerations pt. 2
 - Names should express appreciation, educate, or convey historical significance.
 - Living People:
 - When 50 percent of the value of the park land, facility, or area is donated, or
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Draft Review

- Guidelines/Considerations pt. 2
 - Commercial Naming Rights:
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 - Naming rights to facilities and programs will not be allowed for alcoholic beverages, tobacco products and other businesses that do not reflect the wholesome nature of the facility and services provided and do not represent the mission and values of the City of Hermiston.
 - Length of rights will be determined through a negotiated contract, which will be approved by the City Council.
 - Avoid duplication with other names in the state and surrounding areas.
 - The City of Hermiston reserves the right to refuse contribution.





Discussion

Where Life is Sweet



CITY COUNCIL

Regular Meeting Minutes March 25, 2024

Mayor Drotzmann called the regular meeting to order at 7:20pm. Present were Councilors McCarthy, Barron, Linton, Primmer, Hardin, Myers, Duron, and Peterson. City Staff in attendance included: City Manager Smith, Assistant City Manager Mark Morgan, City Attorney Rich Tovey, Chief Edmiston, Planning Director Clint Spencer, Finance Director Ignacio Palacios, Parks and Recreation Director Brandon Artz, Court Administrator Jillian Viles, HES General Manager Nate Rivera, and City Recorder Lilly Alarcon-Strong. The pledge of allegiance was given.

Mayor Drotzmann asked that the Council consider moving item 14A to be heard after item 12 to accommodate for the majority of the public present who he believes are interested specifically in this topic. The Council agreed.

Presentation- Audit Report

Dennis Barnett with Barnett and Moro, P.C. apologized for the late report stating staffing changes and shortages in the last year have caused delays in the audit which is usually presented in October or November and thanked the City for their patience. Mr. Barnett stated the audit findings came back as Unmodified; meaning, the City has received a clean audit report indicating city staff are doing their job as there are no reportable issues with compliance or internal controls, all federal awards have passed review, as well as no out of compliance issues.

After addressing Council questions, the Mayor thanked Mr. Barnett for all the work his firm performed during this audit process.

Citizen Input on Non-Agenda Items

None given.

Consent Agenda Items

- A. Committee Vacancy Announcements
- B. Liquor License Application- Mainstreet Keg & Kork located at 395 E Main Street
- C. Public Notice of the May 21, 2024 Primary Election- Candidate Listing
- D. Minutes of the March 25th, 2024 Special City Council Meeting (attached)
- E. Minutes of the March 11th, City Council Regular Meeting

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

Possible Action to Place a Question on the November 2024 Ballot related to the sale/taxation of Cannabis

City Manager Smith presented information (PowerPoint Presentation attached) regarding the events and discussions that took place leading up to this action item as outlined in the agenda packet and PowerPoint Presentation and recommended that the Council take no action on repealing the current ban on the sales of cannabis within city limits.

Councilors Barron and Peterson spoke regarding why they felt voters should be given another opportunity to vote on this issue citing responses received from the survey, being able to capture revenue from the taxes on



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sales, those in the community who are already partaking in the use but traveling elsewhere to purchase it, the coming of age of many individuals who were unable to vote prior but can now, receiving no negative feedback from Council members in Pendleton and other cities who allow cannabis sales, and more. Councilor Linton expressed her support in allowing the question to be presented to voters due to medicinal reasons and being safer to consume if sold in legal shops instead of being sold elsewhere then possibly laced with other illegal substances that could have negative impacts and cause death when consumed.

Councilors Primmer, Myers, Hardin, and Duron disagreed stating voters have already chosen not to allow the sales of marijuana inside the City and the Council should respect this decision, as well as voiced their concerns regarding the negative impacts this would have on youth, families, and the overall community. If there is an individual or group who feel strong enough to want to see it on the ballot, they have the right to file an initiative.

City Manager Smith outlined the Initiative Petition for those interested in starting this process, as well as addressed questions from the Council regarding the City's role and other options the City has with the Initiative Petition process.

Public Comment

James Hurst (Representing the Hermiston School District Board of Directors- letter attached), Manuel Gutierrez (750 E Quince Ave), Josh Roberts (1709 NE 6th Pl), Jon Lorence and Dean Fialka (Representing Good Shephard Health Care System Board of Trustees and Good Shephard Community Health Foundation Board- letter attached), Josiah Barron (Representing the Umatilla School District Board Members and Board Advisors- letter attached), Jenny Galloway (4607 SW Perkins Ave, Pendleton), Irma De Anda (750 E Quince Ave), Liz Marvin (1725 E Highland Ave- signatures attached from Dawn Bissinger), and Mark McPherson (email attached)- Asked that the Council vote no in allowing a ballot vote of cannabis sales within City Limits due to various reasons including: the negative impacts it will have on youth, families, and the overall community now and in the future, declining school attendance, increased crime, negative health implications, being mindful of the message this gives Hermiston, the large percentage of Pendleton residents who wish they would have never voted in favor of cannabis sales, although additional revenues are needed the community does not need drug money and gave comparisons to Mexican cartels who only care about money and profiting from those who are addicted, cannabis being a gateway drug, respecting the vote of the people who have already voted no on this issue, 99% of children in foster care are there due to parents involvement in drugs, allowing sales will make it easier for children to have access, and more.

Alberto Munoz (1480 NE Kenna Dr), Donna Mathis (PO Box 825), Scott Wadekamper (1530 SW Riverhill Dr) Miranda Hainsworth (521 NE Aspen Dr), and Jody Miller (email attached)- Asked that the Council vote in favor allowing a ballot vote of cannabis sales within City Limits due to various reasons including: capturing cannabis sales that are leaving the City from residents going to Pendleton and Tri-Cities, allowing cannabis sales will decrease the illegal sales from drug dealers profiting from youth, medicinal reasons, responses from the survey were in favor of this, cannabis being similar to alcohol, not being a gateway drug, safer to sell inside of City limits as people can't wait to get home to use it when they drive to other cities, Oregon has already legalized it, and more.



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Karen Jones (1010 W Hermiston Ave)- stated she has mixed feelings about this issue as she knows there are benefits for those struggling with pain and the like, but has also had circumstances where two drug houses have been in her neighborhood and the burden that was for all neighbors. Although it would be a benefit to have less drug houses and legal dispensaries, she has concerns on how this will impact the youth. Ms. Jones stated she values the opinion of the Police Department and asked that the police be involved in this decision to give information about how they believe this will impact our community.

Councilor Duron asked Chief Edmiston and Court Administrator Viles to speak about their professional opinions regarding dealing with impacts from the sales and use of cannabis.

Chief Edmiston stated since the passage of Measure 110 there has been an 59% increase of property crime and does not feel the Council should vote in favor of possibly allowing sales inside city limits.

Court Administrator Viles stated prior to her employment with the City, she was working for the Umatilla County Drug Court Program for 4.5 years; most of individuals in this program started using cannabis and then fell into use of meth, heroine, and/or fentanyl as they weren't able to get a good enough high from cannabis. Court Administrator Viles stated she has seen a surprisingly large number of minors-in-possession charges coming from cannabis sales that are mostly happening at school or at properties near school.

After further comments from the Council, Councilor Hardin moved and Councilor Primmer seconded to follow Option #1 as recommended by city staff and take no action on repealing the current ban on the sale of cannabis within the City of Hermiston. Councilors McCarthy, Barron, Linton, Primmer, Myers, Hardin, and Duron voted in favor; Councilor Peterson voted against. Motion carried 7-1.

Mayor Drotzmann thanked all those who attended and commented on this issue stating our youth is the most important thing to consider when deliberating on issues and he is happy that the Council made this decision.

Resolution No. 2318 – Gladys & Main Water Line Replacement

Assistant City Manager Morgan gave information (PowerPoint Presentation attached) regarding awarding a construction contract to Culbert Construction, Inc for water main line and roadway replacements in various locations on Gladys and Hurlburt Ave. and Main St.

After further discussion, Councilor McCarthy moved and Councilor Primmer seconded to approve Resolution No. 2318 and lay upon the record. Motion carried unanimously.

Possible Action to Adopt a Facility Naming Rights Policy - See Work Session Information

City Manager Smith presented and reviewed the newest revised proposed policy with suggested updates from the City Council as addressed in the work session meeting (attached).

Public Comment

Karen Jones (1010 W. Hermiston Ave)- Asked that the Council consider how parks received their name, stating parks were named in dedication of individuals who made significant contributions to the community, like Dr. Belt and Pastor Greenwood and would hate to see this go away. Ms. Jones stated she understands that



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additional revenue is needed but suggested naming be something like, Belt Park Sponsored by _____. And suggested that placards be placed at each park with information about how and why the park came to be along with information about the park naming to embrace and celebrate those people who contributed to our community.

After further discussion, Councilor Linton moved, and Councilor Peterson seconded to table this decision to a future meeting. Councilors Barron, Linton, and Peterson voted in favor; Councilors McCarthy, Primmer, Myers, Hardin, and Duron voted against. Motion failed 5-3. Councilor McCarthy moved, and Councilor Myers seconded to approve the newest version of the proposed policy as amended and emailed to the Council. Councilors McCarthy, Primmer, Myers, Hardin, Duron, and Peterson voted in favor; Councilors Barron and Linton voted against. Motion carried 6-2.

Adoption of 2024 Council Goal Setting Report

City Manager Smith gave a brief overview of the Council Goal Setting Report as presented by SSW Consulting in the agenda packet and established during the Council retreat held earlier this year in January to direct staff on Council priorities for the coming years.

After Council discussion, Councilor Hardin moved and Councilor Primmer seconded to adopt the 2024 Council Goal Setting Report as presented. Motion carried unanimously.

Committee Reports

Councilor Linton stated she wanted to make a motion to rescind Ordinance No. 2352 entitled Business License.

After some Council and staff discussion, it was decided that staff would research this issue due to Ordinance noticing requirements and return to the Council at the next meeting with more information regarding this matter.

Parks and Recreation Advisory Committee- Councilor Myers and Parks and Recreation Director Brandon Artz stated the Committee received information and updates regarding: possible Pickleball Courts at Theater Sports Park, May 11th Skate Park Ribbon Cutting, HEROS Tournament this weekend, and Annual Easter Egg Hunt at Butte Park.

Hispanic Advisory Committee (HAC)- Councilor Duron stated the Committee heard updates from Stepping Stones Alliance including the need for volunteers and fundraising efforts, as well as updates from the Cinco de Mayo 501c3 Committee (not a City Committee) regarding their planning efforts, and HAC's decision to host a first annual Hispanic Heritage Month Celebration later this year.

Mayor's Report

Mayor Drotzmann spoke regarding the successful ribbon cutting event at River's Edge Acute Center for Healing (REACH) from Community Counseling Solutions (CCS) and the wonderful resource this is for the community and thanked CCS, Representative Greg Smith, and all those involved in making this happen.



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Council Reports

Councilor Linton asked if the Council could hear about reserving a jail bed with Umatilla County from Municipal Judge Bendixsen at an upcoming meeting and briefly spoke regarding her attendance at the National League of Cities (NLC) Conference.

Staff stated they would work to schedule a presentation regarding the jail bed subject.

Councilor McCarthy stated he also attended the NLC Conference and was thankful for all that he learned, as well as encouraged the public to tune into the Candidate Forum on April 4th at 6pm in Council Chambers in Hermiston City Hall.

Mayor Drotzmann thanked Councilors Linton, McCarthy, and City Manager Smith for their attendance and representation at the NLC Conference.

Councilor Barron echoed Mayor Drotzmann sentiments regarding the REACH Center.

Youth Advisory Report

None present.

City Manager's Report

City Manager Smith suggested motorists avoid the intersection of 4th and Main due to restriping and stated the 2nd St Gateway Project is expected to be under construction for the next 90 days.

Adjournment

Mayor Drotzmann adjourned the City Council meeting at 9:57pm as there was no other business.

SIGNED:

Dr. David Drotzmann, Mayor

ATTEST:

Lilly Alarcon-Strong, CMC, City Recorder



CITY COUNCIL

Special Meeting Minutes March 25, 2024

Mayor Drotzmann called the special meeting to order at 7:00pm. Present were Councilors McCarthy, Barron, Linton, Primmer, Hardin, Myers, Duron, and Peterson. City Staff in attendance included: City Manager Byron Smith, Assistant City Manager Mark Morgan, City Attorney Rich Tovey, Chief Edmiston, Planning Director Clint Spencer, Finance Director Ignacio Palacios, HES General Manager Nate Rivera, Parks and Recreation Director Brandon Artz, Court Administrator Jillian Viles, and City Recorder Lilly Alarcon-Strong.

Public Hearing- 2024 Community Development Block Grant from Business Oregon

Hearing no conflicts of interest from the Council, City Manager Smith read the hearing guidelines and Mayor Drotzmann opened the hearing at 7:00pm.

City Manager Smith read aloud the Public Notice and Notice of Public Hearing information.

City Recorder Alarcon-Strong read aloud the Public Notice and Notice of Public Hearing information in Spanish.

City Manager Smith gave information regarding the proposed Community Development Block Grant from Business Oregon for the construction of a building addition at Agape which will increase their furniture, clothing, and food store capacity to be able to distribute items to low-income individuals and families in and around the City of Hermiston.

Public Testimony

Mark Gomolski, Executive Director of Agape House, stated approval of this grant would help all area residents as the current buildings size is not adequate. Thanked the Council for the opportunity to work on this grant.

Karen Jones (1010 W Hermiston Ave)- Stated she hopes the City will approve this asset to the community.

There were no others present who wished to give public testimony and the hearing was closed at 7:13pm.

Adjournment

Mayor Drotzmann adjourned the Special City Council meeting at 7:14pm and stated the Council will take a short recess before convening the Regular City Council Meeting at 7:20pm.

SIGNED:

Dr. David Drotzmann, Mayor

ATTEST:

Lilly Alarcon-Strong, CMC, City Recorder



Cannabis Tax Review

- Review the History
- Review Ballot Process/Requirements



WHY?

- June 2023
 - City Council/Staff began a detailed review of City's General Fund Budget including possible revenue sources.
 - City staff did not consider a cannabis tax a viable potential revenue source and so gave minimal discussion time to it.
- Fall 2023
 - Multi-subject survey focused on budget issues (425)
 - 75% said that a cannabis tax should be considered



History

- Recreational marijuana was adopted by approval of Measure 91 in 2014.
 - Adopted a 17% State Tax
- A local tax of up to 3% is authorized
 - 92 cities/counties have a local tax (276)
- In 2015, Hermiston City Council referred to the 2016 ballot the question of Hermiston allowing marijuana businesses and taxing them.
 - Failed by 442 votes (2,786 to 2,344)



Ballot

- Initiative/Referendum
 - **Balance between direct democracy and representative democracy**
- Only primary/general elections in even numbered years
- Requires (currently) 1,625 signatures
 - **Based on current number of registered voters within the city limits**
- Tentative deadline for November 2024 would be June 7, 2024



Ballot

- If Council referred decision to the ballot
 - **What would be allowed?**
 - **Taxation?**
 - **Create ballot measure language.**
 - **Prepare ordinances to set any restrictions (time, place, manner)**
 - **Set business license fee amounts?**



Impact Research

- A scoping review of school-level risk and protective factors of youth cannabis use: An application of the socio-ecological model
- Effects of Cannabis Legalization on Adolescent Cannabis Use Across 3 Studies
- Legalization and retail availability of recreational marijuana and adolescent use in schools



Impact Research

- All three of the studies
 - **Correlation**
 - **Need more study**



Recommendation

- This issue came as part of a discussion on budget issues.
- Council has taken another route on the current additional general fund revenue needs.
- Staff recommends no change to city ordinances without a submitted petition.



Discussion

Where Life is Sweet™



Future Focused: Building Knowledge and Skills for Tomorrow

March 25, 2024

Dear Members of the Hermiston City Council:

As the Hermiston School District board of directors, and on behalf of the over 5,000 students we serve, we are unanimously against any action which facilitates increased access to cannabis in our community. We want to be very clear. We understand you are not voting to permit dispensaries. You are voting to use taxpayer dollars to put the question to the voters a third time.

As our state continues to reel from the impact of Measure 110 and the overwhelming harm it has caused, and as a bill sits on the Governor’s desk right now to repeal that failed drug experiment, this body is considering sending the question of cannabis sales back to the voters for another try.

We are against any action that could result in getting pot shops closer to our kids.

An October 2023 study of Oregon’s marijuana legalization experiment shows that students, particularly in middle school, are profoundly affected by the proximity of dispensaries within a mile of a school. It shows a 30% increase “...in discipline referrals for substance use offenses... not related to alcohol or tobacco.” If you were to draw a one-mile radius circle around each of our schools, you will find there is no space for a dispensary that will not harm our kids.

Data shows increased legal access leads to increased illegal use by kids, increased behavior problems in schools, decreased attendance, and lower graduation rates. The CDC warns about the harm to teen brains, mental health problems like depression, social anxiety and temporary psychosis as well as more serious and permanent problems like schizophrenia.

Increased access and use will lead to increased instances of impaired driving. The CDC goes on to warn against the impact in reaction times, coordination and concentration while driving. Dispensaries today are not popular for their joints or weed. The THC content in a marijuana leaf is about 15%. The dispensary’s attract users with flavored gummies and jolly rancher-like candies especially attractive to kids. They have “Watermelon Whip” cannabis oil with THC content approaching 90%. This data comes from the Seattle Times’ editorial board as they try to sound the alarm.

If you choose to invite a vote to bring cannabis into our town, bringing it closer to our kids, you need to know the product you are inviting in. According to a Washington State report, “They don’t resemble the plant — they are as close to the cannabis plant as strawberries are to frosted strawberry pop tarts,”



Future Focused: Building Knowledge and Skills for Tomorrow

Dr. Leslie Walker-Harding of Seattle Children’s says, “It’s just getting worse in terms of the number of kids who are being impacted by cannabis because the potency is so high. We’re now seeing many more mental health issues — schizophrenia, psychosis, depression, anxiety. I’ve seen it and it’s scary.”

Our teachers and staff are already working through dysregulated student behaviors, disrupted learning events, and chronic absenteeism.

Remember our students and our community when you vote. A vote to move this forward is a vote against our kids and our future.

Sincerely,

Board of Directors
Hermiston School District 8R

- Karen Sherman
- Bonnie Luisi
- Dain Gardner
- Sally Hansell
- Teri Vanderstelt
- James Hurst
- Liliana Gomez

[Handwritten signature]

[Handwritten signature]

Bonnie Luisi

Karen f. Sherman

Dain Gardner

[Handwritten signature]

Teri Vanderstelt



March 20, 2024

Dear Hermiston City Council Members,

The Boards of Good Shepherd Health Care System (GSHCS) and Good Shepherd Community Health Foundation (GSCHF) strongly oppose legalizing commercial cannabis sales in Hermiston.

Both Boards had discussions about this potential ballot item and have approached this issue from a health outcomes and safety standpoint. The consensus from both Boards is that the legalization of commercial cannabis sales will further perpetuate its use, thus negatively impacting the health of our community and patients. It would undoubtedly be counterproductive to our mission, which is to improve the health of the communities we serve.

The legalization of commercial cannabis sales within Hermiston would be harmful to the health and well-being of its citizens for the following health and safety reasons, as outlined by the Centers for Disease Control and Prevention (CDC):

- Driving within 24-hours of marijuana use has an immediate impact on thinking, attention, memory, coordination, movement and time-perception, all impacting the ability to drive safely
- Increased risk of developing Marijuana Use Disorder (Addiction)
- Delivers harmful substances, including many of the same toxins and carcinogens (cancer-causing chemicals) found in tobacco smoke
- Negatively impacts lung health including harm to lung tissues, scarring and damage to small blood vessels which leads to greater risk for bronchitis, cough, and mucus production
- Increased risk of stroke, heart disease, and other vascular diseases
- Long-term effects on the brain, especially if use began at a young age which impacts attention, concentration, the ability to learn, and decreases memory function
- Pregnant mother's use can cause health problems in newborns including lower birth weight and abnormal neurological development
- Marijuana/THC can be passed to infants and children through secondhand smoke. Children exposed to THC are potentially at risk for negative health effects

In Good Shepherd's Emergency Department (ED), our providers have seen Cannabinoid Hyperemesis Syndrome (CHS) in patients presenting to our ED that may be caused by prolonged marijuana use where they experienced repeated and severe bouts of nausea, vomiting, dehydration and stomach pain.

According to our most recent 2021 Community Health Needs Assessment (CHNA) representing Umatilla and part of Morrow County (<https://www.gshealth.org/communitybenefit>), 17.3% of those 500 individuals surveyed reported using marijuana/Tetrahydrocannabinol (THC). Increasing access by commercial cannabis sales could dramatically increase this number and thereby the risks of short-term and long-term negative health effects.

Due to these compelling health outcomes, risks, and safety concerns, we feel it is our duty to urge you as our City Council members to prevent the addition of commercial cannabis sales on the upcoming ballot. We feel that any revenue generated from legalization is far outweighed by the negative ramifications to our patients, their families and our community's health and safety.

Sincerely,



Jon Lorence
Chair,
Good Shepherd Health
Care System Board of Trustees



Dean Fialka
Chair,
Good Shepherd Community
Health Foundation Board



Superintendent
Heidi Sipe

Business Manager
Kim Gilsdorf

Board Members Lesly Claustro-Sanguino *Chair*, Toby Cranston *Vice-Chair*,
Travis Eynon, Steve Warr, Jon Lorence, Josiah Barron, Jorge Meza

March 14th, 2024

Hermiston City Council
180 NE 2nd St.
Hermiston, OR 97838

Dear Hermiston City Council Members,

We are writing to you in our capacity as Board Members of the Umatilla School District regarding a matter of significant concern to our schools, students, and the broader community we serve. It has come to our attention that there are discussions and potential plans to permit marijuana dispensaries within city limits. While we understand the complexities and various perspectives surrounding this issue, we feel compelled to share our experiences and the impacts we have observed following the legalization and local availability of drugs, including marijuana, on the young people in our community.

We have noted a discernible decline in student attendance rates since the decriminalization of drugs. This trend is alarming, not only because it disrupts the educational process but also because it often signifies broader issues in students' lives, including increased exposure to and use of marijuana and other drugs. Attendance is a foundational element of academic success, and its decline signals a distressing shift in priorities away from education.

The safety of our students is paramount, and we have observed situations that compromise this safety directly related to the increased availability of drugs. This includes incidents on school grounds and the broader community, where students have been found in possession of or under the influence of drugs, including marijuana. Parental attention has also suffered in some situations, further risking student safety. We have encountered an increasing number of situations where parental use of marijuana, normalized by its legal status, has led to diminished engagement in their children's education and reduced supervision in the home.

In light of these concerns, we strongly believe that allowing marijuana dispensaries within Hermiston city limits would exacerbate these issues. The proximity of dispensaries to schools, even if technically outside the minimum distance required by law, reduces the perceived severity and potential risks of marijuana use among young people. It subtly shifts community norms and attitudes toward acceptance and normalization of drug use, which is not in the best interest of our students or the community and region at large.

Thank you for considering our perspective on this crucial matter. We know you are committed to the well-being of all in your community and appreciate your dedication and service to Hermiston.

Sincerely,

Lesly Claustro-Sanguino *Jon Lorence* *Jorge Meza* *Toby Cranston*
Travis Eynon *Steve Warr* *Josiah Barron*

Umatilla School Board Members and Board Advisors

I am opposed to allowing legalized commercial cannabis dispensaries within the Hermiston city limits.

- Brian K. Bissinger 610 SE 9th Dr Hermiston Or 3/13/24
- Dawn A. Bissinger 610 SE 9th Dr Hermiston, OR 3/13/24
- Cindy Middleton 930 E Pine Ave Hermiston OR 3/13/24
- Jason Middleton
M M 930 E Pine Ave Hermiston OR 3/13/24
- Louise Sundvall 984 E Main St " " 3/13/24
- Reagan Buch 650 SE 9th Dr. Hermiston 3-13-24
- Barla C. Buch 650 SE 9th Dr. Hermiston, OR. 3-13-24
- Scott G. Nevil 910 E Pine St Hermiston OR 3/13/24
- Lynnea Sargent 915 E Pine Ave Hermiston 3/13/24
- Dick Sargent 915 E Pine Ave Hermiston 3/13/24
- ED PEDRO 925 E, PINE AVE. HERMISTON 3/13/24
- Debbie Pedro 925 Pine Ave, Hermiston 3/13/24
- JO FAUX (J Faux) 1 SW ALDERBROOKE PL, HERMISTON 3/14/24
- Lois Cram 2979 NW Overlook Dr Hermiston 3/14/24
- Clare Bottencourt ⁶⁴⁵ W Madrona Ave Hermiston 3/14/24
- Carrie Spalione 2248 NW Eucalyptus Dr. Hermiston 3/14/24
- Phyllis Hensell 2010 NW Eucalyptus Hermiston 3/14/24
- Loretta Schab 620 SE 9th Dr Hermiston, OR 3/14/24

I am opposed to allowing legalized commercial cannabis dispensaries within the Hermiston city limits.

Pam Bissonette 440 SE 9th Dr, Hermiston, OR 3/14/2024

Jesse Adams 475 SE 9th Dr Hermiston OR 3/14/2024

Cindy Schaan 905 E. Pine Ave 3/14/2024

Jodi Wrathall 940 E Pine Ave 3.16.24

CHRIS WRATHALL 940 E PINE AVE HERMISTON OR 3.16.24

Anna Rademacher 1445 McConnell Lane, Hermiston, OR 3-16-24

Dave Rademacher 1445 McConnell Lane Hermiston OR 3-16-24

Liz Marvin 1725 E Highland Ave. Hermiston, OR 3-17-24

Phil Hamm 32738 Diagonal Rd Hermiston OR 97838

Linda Hamm 32738 Diagonal Rd Hermiston OR 97838

Kari Christiansen 470 Christiansen Ln. Hermiston OR 97838

Zeno Mannin 1725 East Highland OR 97838

Ami Little 2409 NE 8th St Hermiston OR 97838

I am opposed to allowing legalized commercial cannabis dispensaries within the Hermiston city limits.

Gary Wood 929 EPINE AVE
P.O. BOX 1232 HERMISTON

Kyllian Wood 935 E Pine Ave
Hermiston, OR 97838

HUNTER TIBBALS 390 E. CARTER DR. 97838

Despina BUTI 655 SE 9TH DR HERMISTON 97838

Lee Bissinger 905 E Highland Ave Hermiston OR 97838

Brittany Bissinger 905 E Highland Ave Hermiston, OR 97838

Kim Smith 1000 SW 19th CT Hermiston, OR 97838

Jennifer Miller 445 SE 9th Dr. Hermiston OR 97838

Pam Merritt 425 SE 9th Dr. Hermiston, OR 97838

Dr. Timothy Merritt ~~309 4th Dr~~ 425 SE 9th Dr Hermiston 97838

Kaleigh Bowen same ↗

475 SE 9th Dr. Hermiston OR 97838

Gary Miller 445 SE 9th Dr. Herm. OR 97838

From: Mark Mcpherson <markemcp@gmail.com>
Sent: Saturday, March 23, 2024 8:36 PM
To: City of Hermiston Meetings <meetings@hermiston.gov>
Subject: Cannabis

[You don't often get email from markemcp@gmail.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

[EXTERNAL EMAIL] - STOP and VERIFY - This message came from outside of the City of Hermiston

Please do not bring in a dispensary. Despite what many think, recreational cannabis is not healthy. I provide anesthesia at Good Shepherd and this drug makes it much more difficult to provide adequate anesthesia to patients. I believe it will also result in more minors being exposed to this drug earlier on while they are still developing their brains. Please vote no.

Mark McPherson, CRNA
Hermiston, Oregon Resident and tax payer.
Sent from my iPhone

From: Jody Miller <jmiller30@gmail.com>
Sent: Monday, March 25, 2024 12:34 AM
To: City of Hermiston Meetings <meetings@hermiston.gov>
Subject: Commercial Cannabis Ballet

You don't often get email from jmiller30@gmail.com. [Learn why this is important](#)

[EXTERNAL EMAIL] - STOP and VERIFY - This message came from outside of the City of Hermiston

I am unable to attend this meeting due to my physical limitations. It would be very painful to sit through the meeting so I am writing instead.

Dear City Council,

Please re consider cannabis sales in Hermiston. Here are a few personal reasons I would like to see this happen.

1. I suffer from chronic pain. I have fibromyalgia, herniated discs in my neck, chronic knee pain syringomyelia (fluid filled cyst) inside my spinal cord from T5-T9 approximately 5 inches long and degenerative disc disease.

Getting a pain pill is impossible . The nearest pain clinic my insurance will cover is in Hood River 122 miles away. Traveling that far is not only expensive but very painful for me. Here locally the doctors only offer gabapentin or similar drugs that Im allergic to. This leaves me very limited options for pain control. I currently travel to Pendleton to purchase my cbd/the tinctures. It would be nice to be able to purchase them locally.

Other reasons to allow a dispensary locally would be the jobs it would create, revenue and taxes for our community.

Thank you for your time and consideration
Jody Miller

Resolution 2318
Gladys/Main/Hurlburt W-Main
 City Council: March 25, 2024

HERMISTON OREGON

HERMISTON **Overview**

- Water Main Replacement
- ~5,000' (1 mile) Old/UnderSized Main Replacement
 - 77 Miles City-wide (= 77 Year Replacement Rate)
- Overlay ~1,000' of Roadway
- Fully Reconstruct ~1,400' of Roadway



HERMISTON **W. Ridgeway Experience**



HERMISTON **W. Ridgeway Experience**



 **W. Ridgeway Experience**



 **W. Ridgeway Experience**

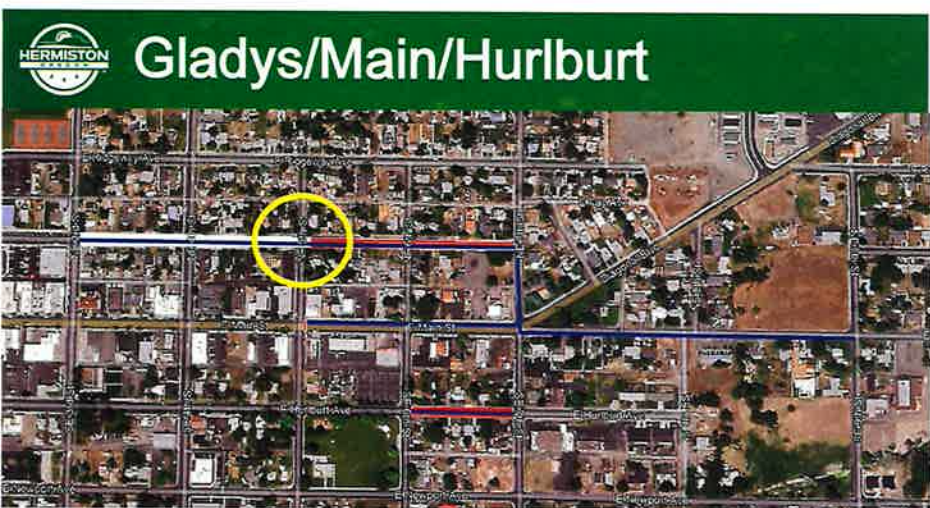
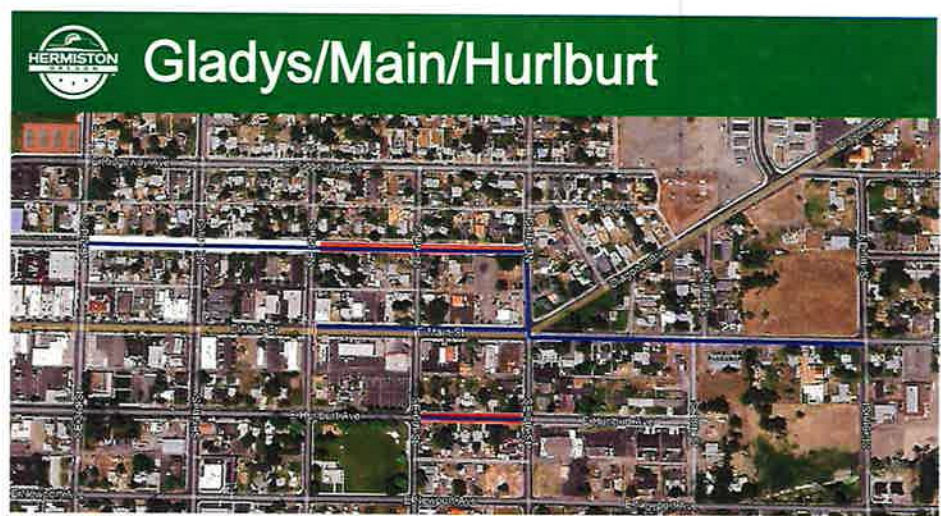


 **W. Ridgeway Experience**

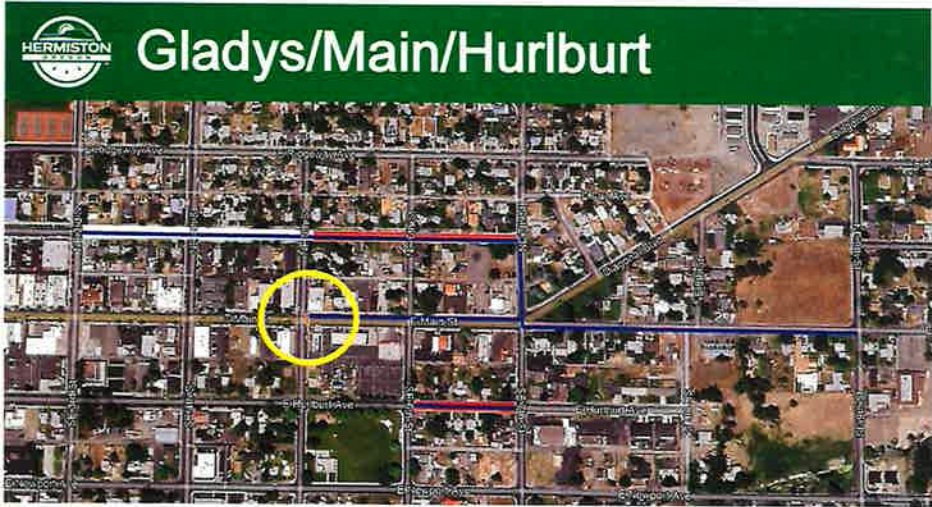


 **SE 7th Experience**









HERMISTON Bids

Contractor	Bid
Culbert Construction	\$1,856,174.58
Eastern Oregon Contracting	\$1,897,300.15
Bolen Construction	\$1,976,730.00
C&E Trenching	\$2,010,406.97
Premier Excavation	\$2,018,615.65
Titan Utilities	\$2,165,268.00

A decorative horizontal strip of small images at the bottom of the table, including a smiling child, a glass of beer, a plate of food, a child with vegetables, a person on a bicycle, a child with flowers, and a child with a dog.

 **Recommendation**

- Award to Culbert Construction





QUESTIONS?

Where Life is Sweet

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

1. Definition:

~~4.~~ a. Facilities and Parks. A facility refers to any structure or designated area that supports recreational/educational activities and amenities for public use. These can include buildings (including community centers), rooms in buildings, parks, garden areas, playgrounds, sports fields (like soccer, baseball, or football fields), courts, picnic areas, shelters or pavilions, walking or cycling paths, restrooms, and swimming pools. The purpose of facilities is to enhance the recreation, provide spaces for physical activity and community gatherings, and promote the overall well-being of community members.

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

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

a. Naming Objectives:

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

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

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

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

- i. Be imaginative and creative.
- ii. Utilize names of cultural places or features, i.e. streets, schools.

Effective March 25, 2024a

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

Effective March 25, 2024a



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
For the Meeting of April 8, 2024

Title/Subject

Library Design Update

Summary and Background

This is the final update on library design prior to bidding the project.

Tie-In to Council Goals

Action 3.2 Complete public library renovation

Fiscal Information

N/A

Alternatives and Recommendation

Feedback on design.

Submitted By:

Mark Rose, Library Director

Byron Smith, City Manager

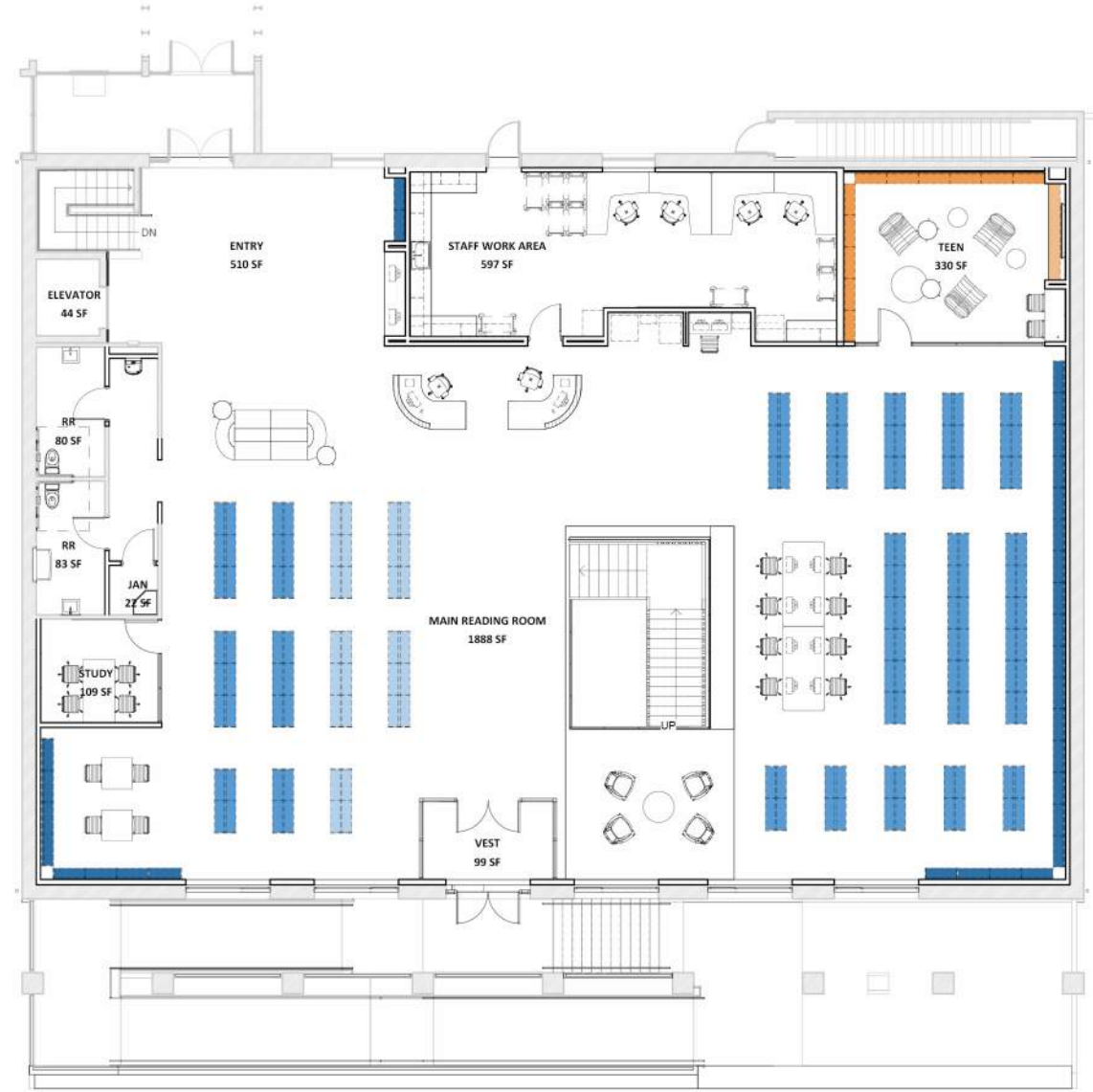
Design Aspiration

AMPLIFIED LIGHT | REGIONAL PALETTE | ENERGIZED COLORS | WARM AND WELCOMING | ORGANIC TEXTURE | RESPONSIVE TO COMMUNITY



Floor Plan Updates

STACK COUNTS



Level 01



Level 00

ADULT COLLECTION

- 84" 7 SHELVES
- 66" 5 SHELVES
- 48" 3 SHELVES

TEEN COLLECTION

- 84" 7 SHELVES
- 34" 2 SHELVES

CHILDREN'S COLLECTION

- 66" 5 SHELVES
- 48" 3 SHELVES
- 34" 2 SHELVES

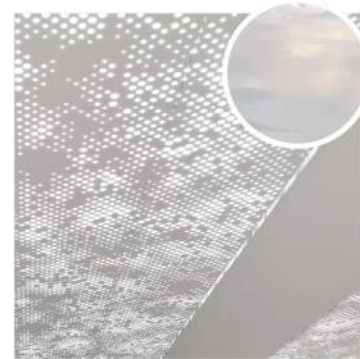
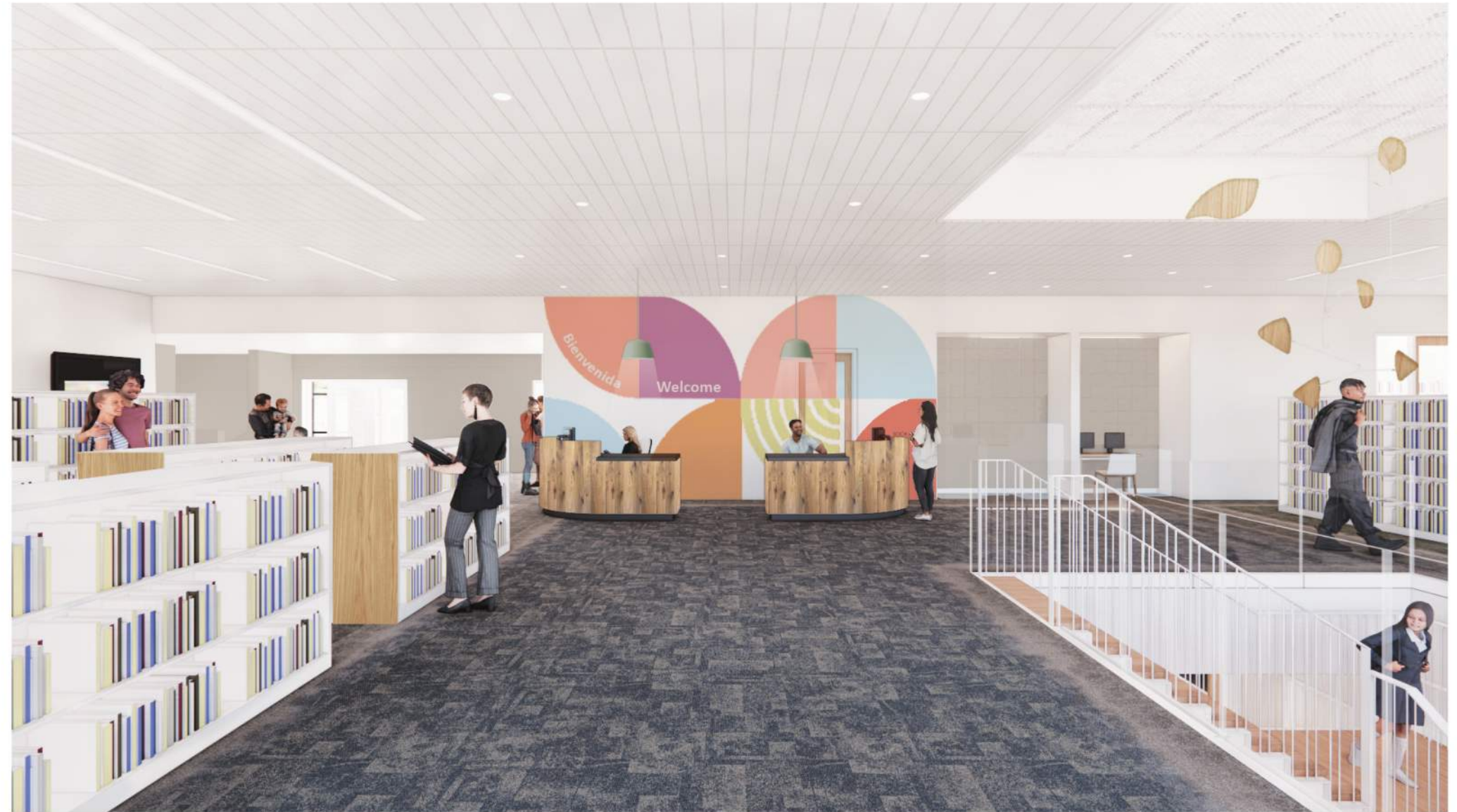
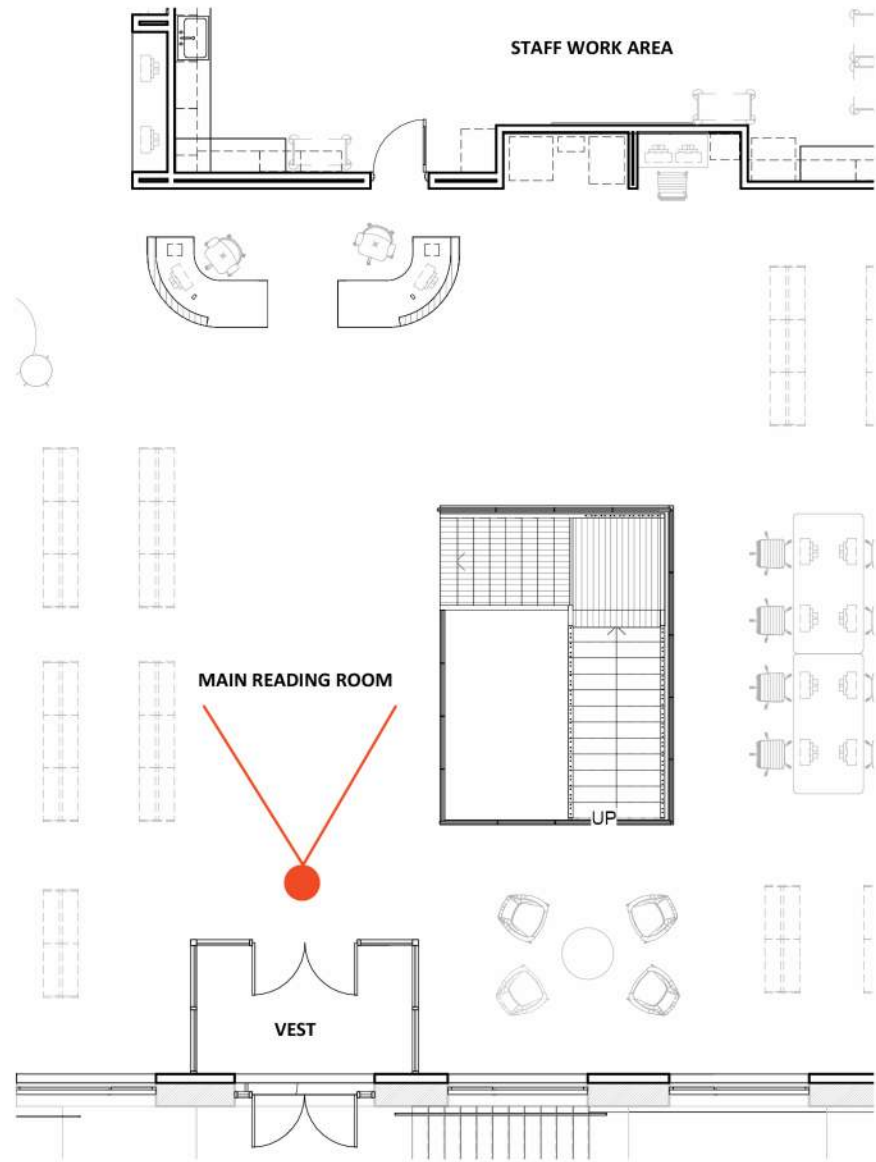
OF UNITS REQUESTED

Adult	913
Teen	86
Children's	242

OF UNITS PROVIDED

Adult	926
Teen	83
Children's	243

Main Reading Room View from South Entry



Arktura Ceiling Panel
Product: Vapor Cumula



Elevated Acoustic Ceiling Tile
Product: Armstrong
Cirrus Second Look



Decorative Pendant
MFR: Muuto
Color: Green



General White Paint
MFR: Benjamin Moore
Color: Simply White



Reclaimed Oak Desk Face
Species: Reclaimed Oak
Color: Black and Tan

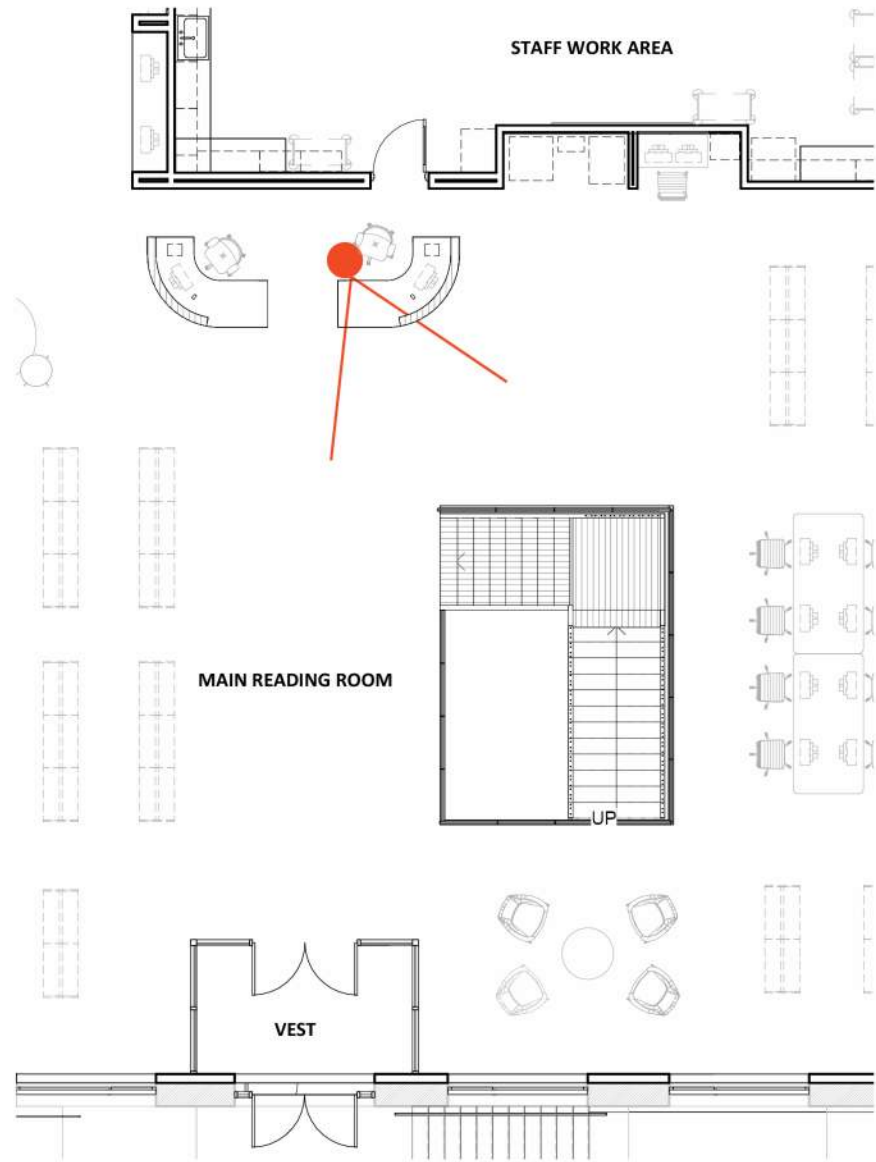


Couter Top
MFR: Caesarstone
Color: 4004 Raw Concrete



Gradiated Carpet
MFR: Interface
Style: Open Air 404 Accent, Open Air 404 Transition
Color: Cobalt, Nickel/Cobalt

Main Reading Room View from Service Desk



Arktura Ceiling Panel
Product: Vapor Cumula



Elevated Acoustic Ceiling Tile
Product: Armstrong
Cirrus Second Look



Decorative Pendant
MFR: Muuto
Color: Green



General White Paint
MFR: Benjamin Moore
Color: Simply White



Reclaimed Oak Desk Face
Species: Reclaimed Oak
Color: Black and Tan



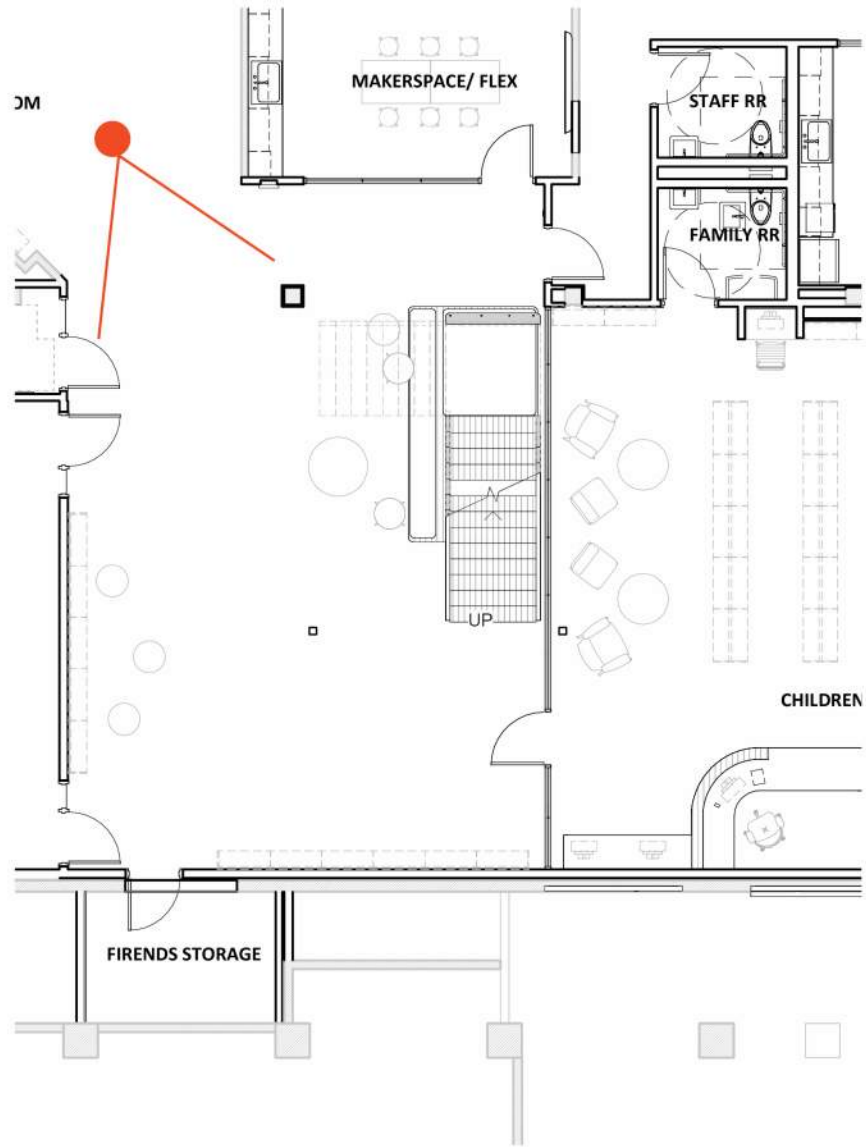
Counter Top
MFR: Caesarstone
Color: 4004 Raw Concrete



Gradiated Carpet
MFR: Interface
Style: Open Air 404 Accent, Open Air 404 Transition
Color: Cobalt, Nickel/Cobalt

Stair + Basement Option 1 - Transparent Glass Window System

VIEW FROM NW STAIR



Stair Character



Elevated Acoustic Ceiling Tile
Product: Armstrong
Cirrus Second Look



General White Paint
MFR: Benjamin Moore
Color: Simply White



Reclaimed Oak Desk Face
Species: Reclaimed Oak
Color: Black and Tan



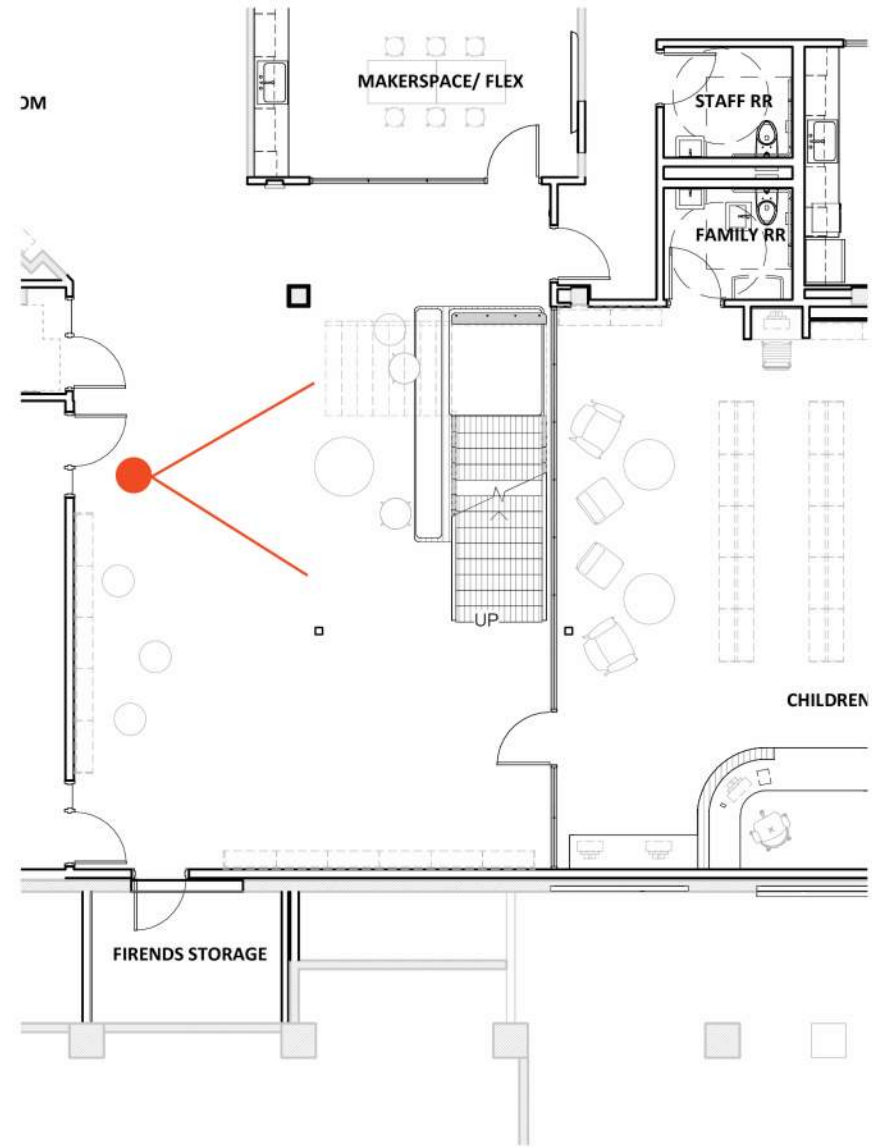
Metal Frame Butt Glazed Glass



Gradiated Carpet
MFR: Interface
Style: Open Air 404 Accent, Open Air 404 Transition
Color: Cobalt, Moss, Nickel/Moss, Nickel/Cobalt

Stair + Basement Option 1 - Transparent Glass Window System

VIEW FROM COMMUNITY ROOM



Stair Character



Elevated Acoustic Ceiling Tile
Product: Armstrong
Cirrus Second Look



General White Paint
MFR: Benjamin Moore
Color: Simply White



Reclaimed Oak Desk Face
Species: Reclaimed Oak
Color: Black and Tan



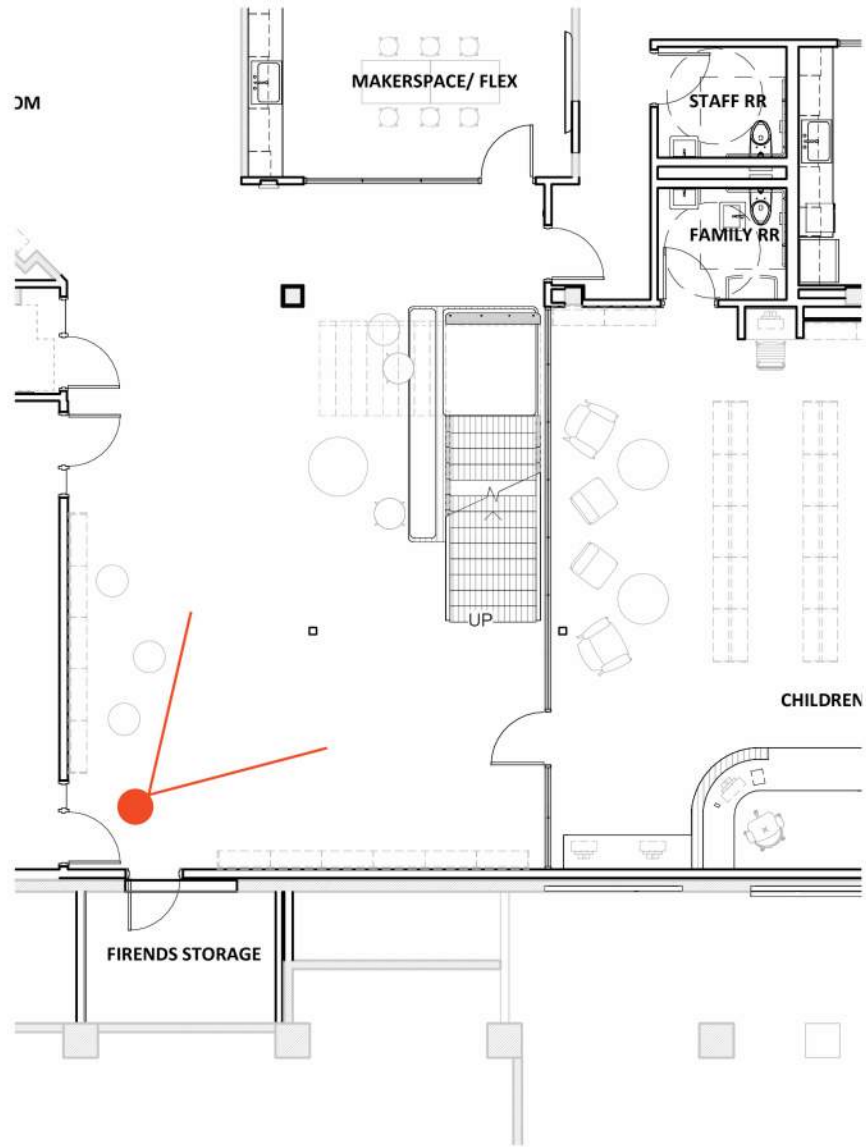
Metal Frame Butt Glazed Glass



Gradiated Carpet
MFR: Interface
Style: Open Air 404 Accent, Open Air 404 Transition
Color: Cobalt, Moss, Nickel/Moss, Nickel/Cobalt

Stair + Basement Option 1 - Transparent Glass Window System

VIEW FROM SW CORNER



Stair Character



Elevated Acoustic Ceiling Tile
Product: Armstrong
Cirrus Second Look



General White Paint
MFR: Benjamin Moore
Color: Simply White



Reclaimed Oak Desk Face
Species: Reclaimed Oak
Color: Black and Tan



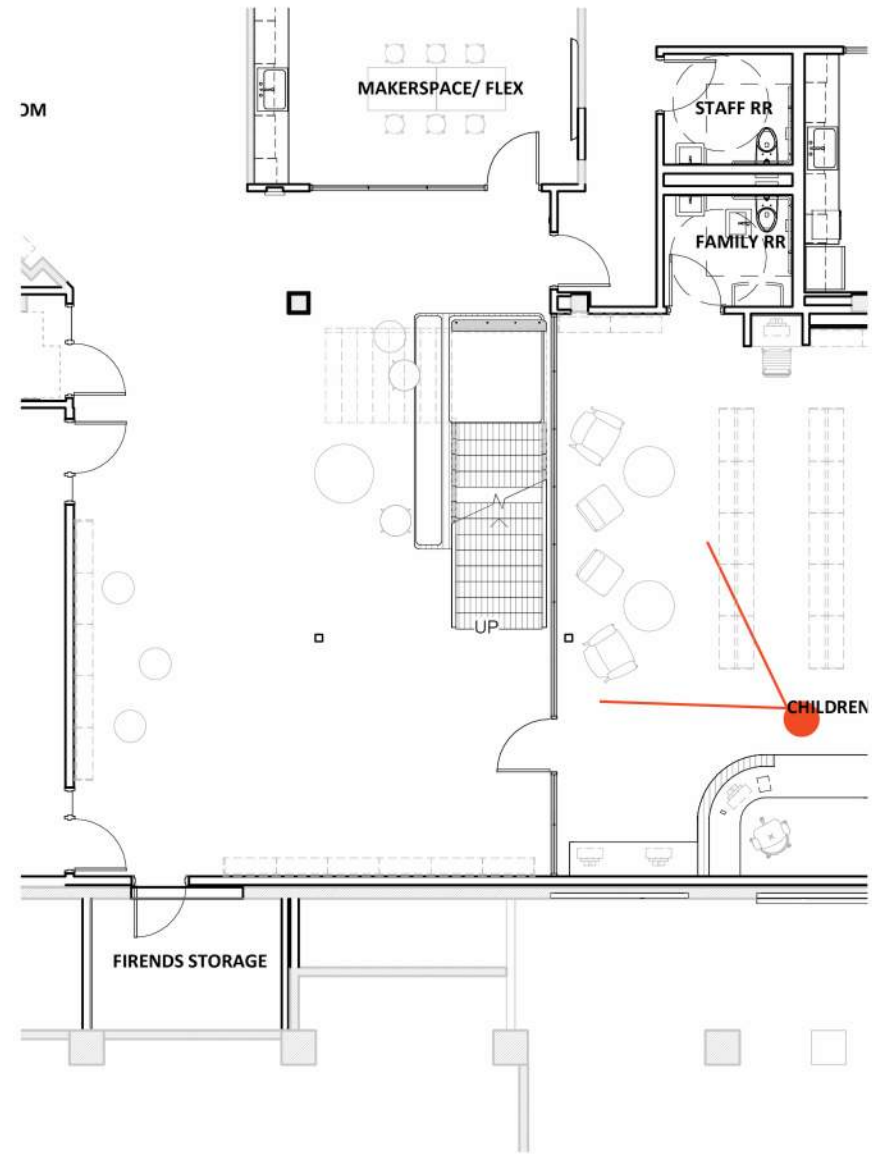
Metal Frame Butt Glazed Glass



Gradiated Carpet
MFR: Interface
Style: Open Air 404 Accent, Open Air 404 Transition
Color: Cobalt, Moss, Nickel/Moss, Nickel/Cobalt

Stair + Basement Option 1 - Transparent Glass Window System

VIEW FROM CHILDREN'S READING ROOM



Stair Character



Elevated Acoustic Ceiling Tile
Product: Armstrong
Cirrus Second Look



General White Paint
MFR: Benjamin Moore
Color: Simply White



Reclaimed Oak Desk Face
Species: Reclaimed Oak
Color: Black and Tan

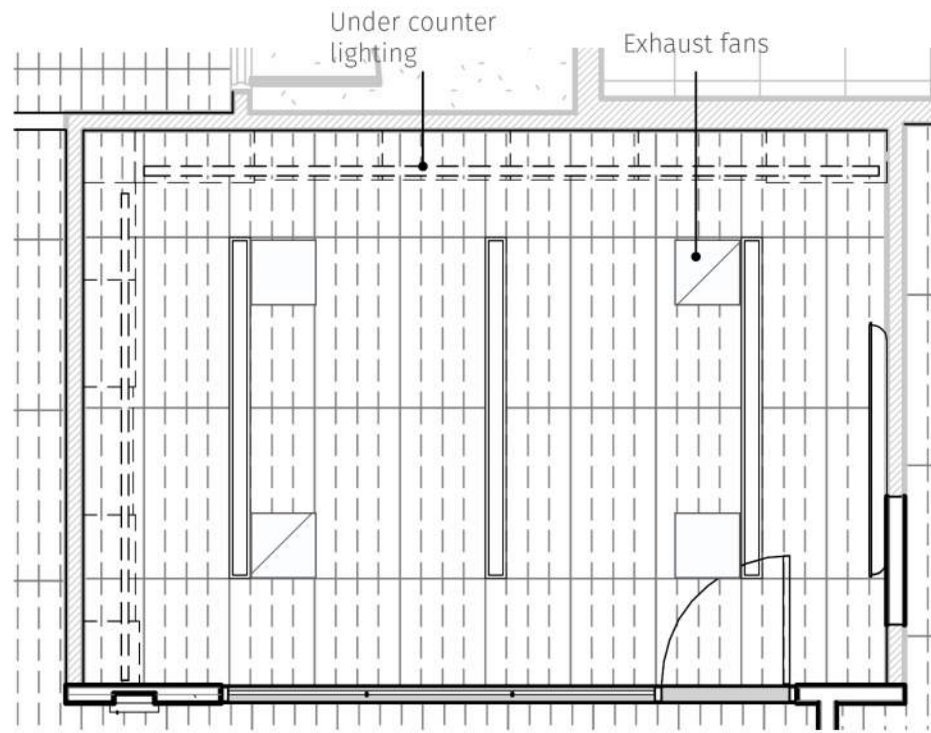


Metal Frame Butt Glazed Glass

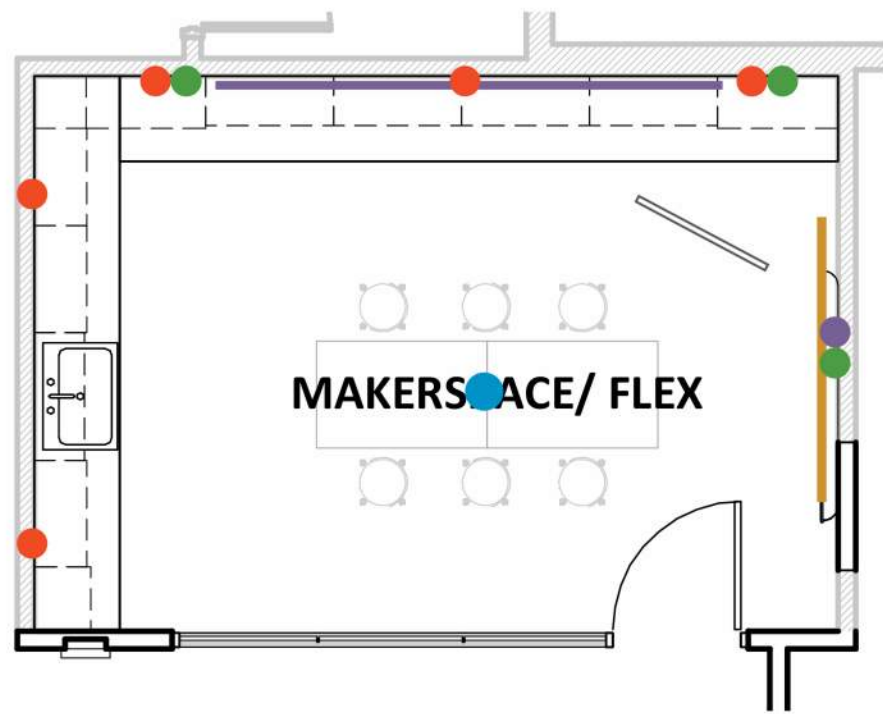


Gradiated Carpet
MFR: Interface
Style: Open Air 404 Accent, Open Air 404 Transition
Color: Cobalt, Moss, Nickel/Moss, Nickel/Cobalt

Maker Space



RCP



Plan



Window Film
MFR: 3M™ FASARA™
Style: Gradation



General White Paint
MFR: Benjamin Moore
Color: Simply White



Upper Cabinets Laminate
MFR: Wilsonart
Color: Linen



Lower Cabinets Laminate
MFR: Wilsonart
Color: Linen



White Metal Pegboard

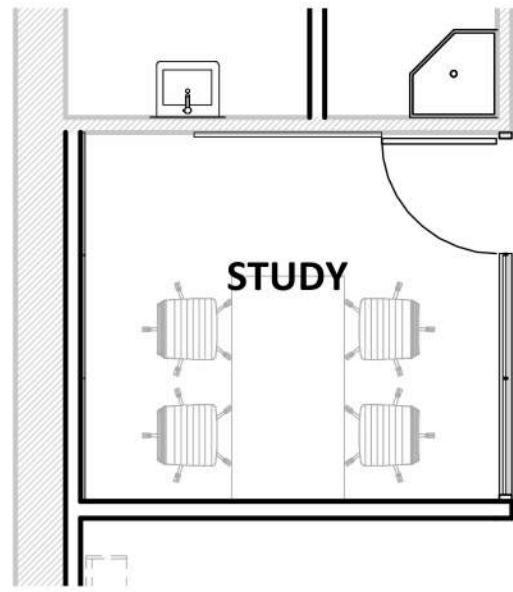


Solid Surface Counter
MFR: Corian
Color: Deep Cloud

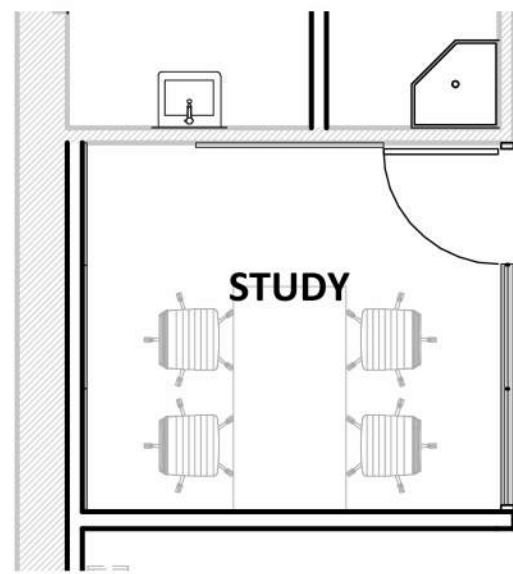


Resilient Flooring
MFR: Forbo
Style: Marmoleum Concrete
Color: 3703 Comet

Study Room 4 Person



RCP



Plan



Elevated Acoustic Ceiling Tile
Product: Armstrong
Cirrus Second Look



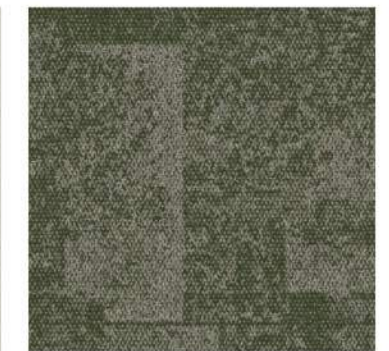
Decorative Pendant
MFR: NEO
Color: Standard White
Size: 24"



General White Paint
MFR: Benjamin Moore
Color: Simply White

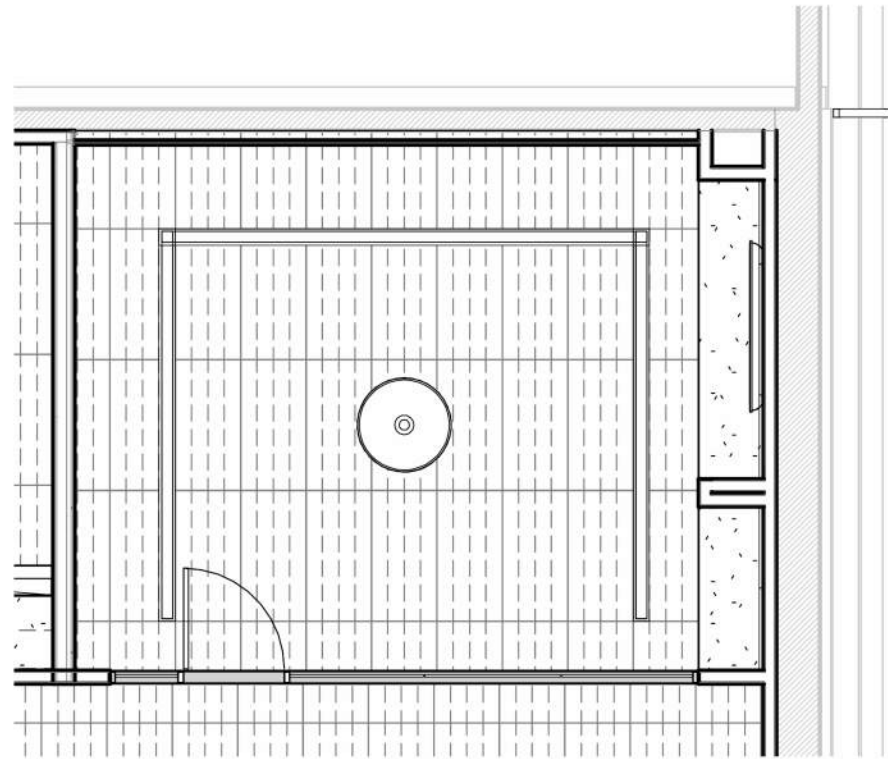


wall Treatment
MFR: Acoufelt
Style: Fracture, Maze
Color: Pistachio

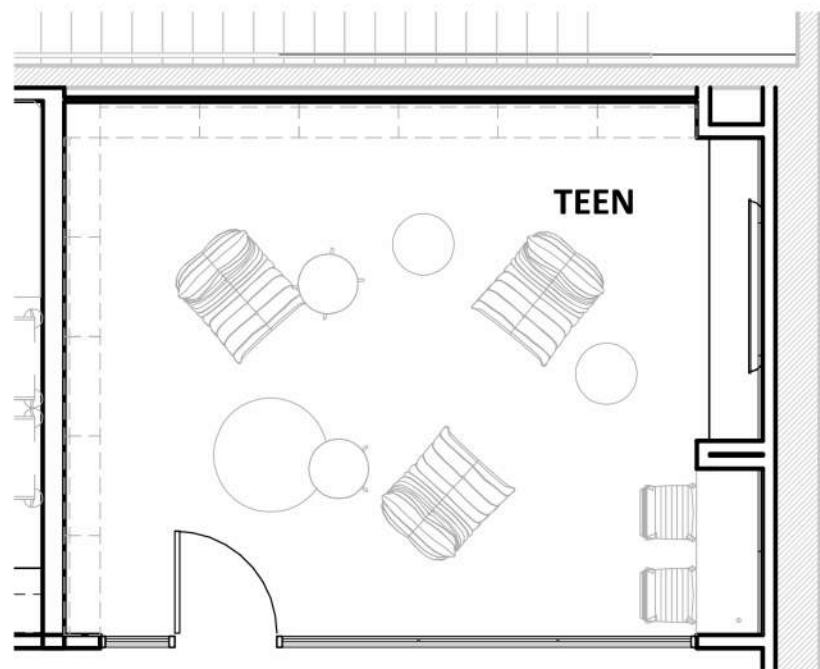


Carpet Tile Area Rug
MFR: Interface
Style: Open Air 404 Accent
Color: Moss

Teen



RCP



Plan



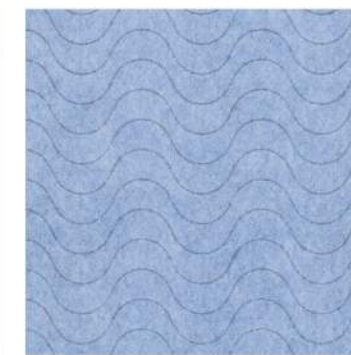
Elevated Acoustic Ceiling Tile
Product: Armstrong
Cirrus Second Look



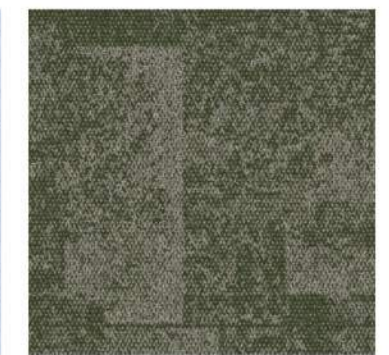
Decorative Pendant
MFR: NEO
Color: Standard White
Size: 24"



General White Paint
MFR: Benjamin Moore
Color: Simply White

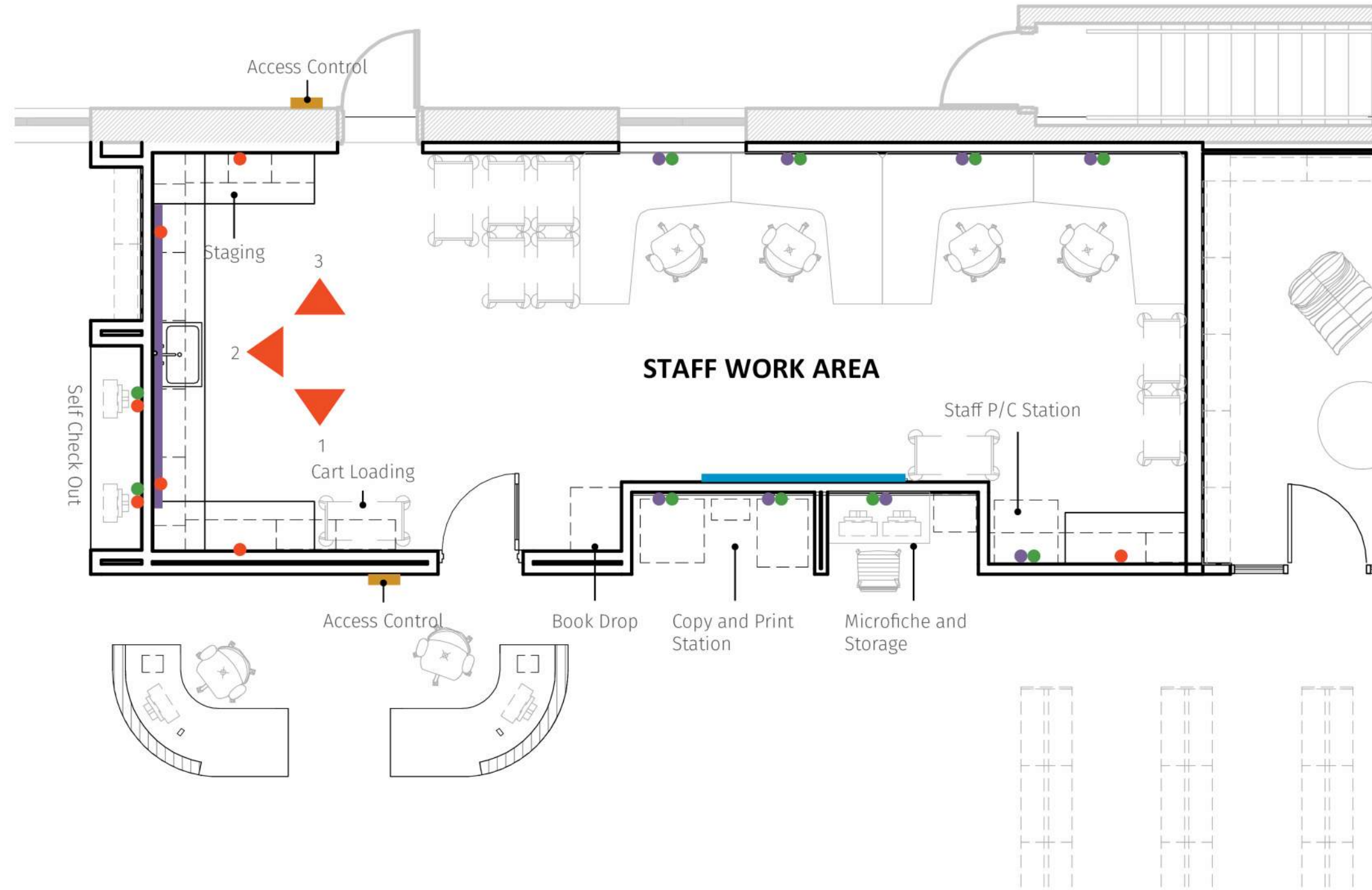


Wall Treatment
MFR: Acoufelt
Style: Fracture, Wavelength
Color: Periwinkle



Gradiated Carpet
MFR: Interface
Style: Open Air 404 Accent
Color: 107137 Moss

Staff Workroom + Self Serve Niche



Plan

*Staff area currently accommodates 8 reg book carts and 3 large book carts

Exterior Option b | City Hall Connection

VIEW FROM STREET



Exterior Option b | City Hall Connection

VIEW OF ENTRY FROM SIDEWALK



Exterior Option b.1 | Neutral Base

VIEW OF ENTRY FROM SIDEWALK



Exterior Exterior Rear

VIEW OF REAR



Exterior Night at the Library | Neutral Base

VIEW OF ENTRY FROM SIDEWALK





Library Safety Evaluation

Crime Prevention Through Environmental Design (CPTED)	Citizen Response to Active Shooter Event (CRASE)
Natural Surveillance	Avoid – Be aware of surroundings, recognize threat
Natural Access Control	Deny – Close/lock doors/barricade
Territorial Reinforcement	Defend – Any weapon/right to defend
Maintenance and Management	

Existing Design (mostly upstairs)

- Cramped/cluttered/dark
- Limited visibility for library staff
- Room split by central office space causing limited visual access on both sides
- Rear entrance/restrooms not in view of front desk
- Very close to front entrance
- No barrier to staff area
- Breakroom is the only possible place to deny or avoid threat



Proposed Design

- Open floorplan
- Increased distance to front door
- Better sightlines
- Centralized stair increases visibility to high traffic areas
- Doors create clear lines between staff/public spaces
- Children's area glass wall increases visibility and lines of sight
- Suggested camera feeds be available to staff on a real-time basis

In summary, it is my opinion, which is based on the principles listed in this report, that the existing library floorplan lacks adequate protection of patrons and staff in many ways. The proposed new floorplan will greatly increase safety and security, allow for reasonable reaction to threats, and create a safe, welcoming environment for our citizens to use and enjoy.



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
For the Meeting of April 8, 2024

Title/Subject

Site selection for locating Pickleball Courts at Theater Sports Park.

Summary and Background

Exploding in popularity, pickleball is the fastest growing sport in the United States and has seen popularity and play grow in Hermiston. Over the past 2 years, the Hermiston Pickleball Club has been playing at the School District owned, Sunset Tennis Courts during the summer and at EOTEC in the winter. The courts at Sunset are not ideal for pickleball use as they are tennis courts and have hand painted pickleball court lines on them. The school district has indicated they want to keep them as tennis courts and closes them to the public during school hours.

The Hermiston Pickleball Club has formed a committee to research, fundraise and construct pickleball courts in Hermiston. The Parks & Recreation Department has supported this effort and has consulted on potential locations. After careful review of different sites, the Pickleball Committee has settled on Theater Sports Park for the site which has been endorsed by the Parks & Recreation Committee and recommended to the City Council.

Site Selection

The proposed site for the new pickleball courts is on the eastern side of Theater Sports Park, adjacent to the playground area and approximately 160 feet from the outfield fence of the softball field. The site encroaches 9 feet into the existing water lift station yard. The selection of this site has been driven by the park’s predominantly industrial surroundings, minimizing potential noise complaints from residents, location near an existing restroom facility and space for future growth.

Facility Description and Cost

The proximity of the pickleball courts to the playground and softball field positions the facility as a versatile sports hub, revitalizing Theater Sports Park throughout the year.

The new facility is planned to include the following features:

- Two ADA compliant courts, designed for wheelchair-accessible pickleball. This pioneering feature in the Pacific Northwest, accommodating extra space for wheelchairs.
- Courts will be separately fenced with a central passageway for easy court access.
- Court lighting for extended play hours.
- Benches and shaded areas for players' comfort.
- The entire facility will be enclosed by a 10-foot fence to keep balls in play and softballs out of play.
- Security cameras will enhance the safety in the area.

The estimated cost for the development of the pickleball court facility is approximately \$650,000. With approval of the site, the committee will continue to fundraise to cover the development costs.

Recommendation

The development of pickleball courts will enhance the recreational value of Theater Sports Park, providing an engaging environment for Hermiston residents and regional players. With the Parks and Recreation Committee's endorsement, it is anticipated that the pickleball courts will serve as a vibrant addition to the community's amenities.

It is recommended that the City Council approve the site selection and move forward with the development of the pickleball courts at Theater Sports Park.

Tie-In to Council Goals

Goal 2: Hermiston ensures a healthy and safe environment for all through abundant recreation and wellness opportunities, high-quality health care, collaboration with community partners, and a healthy and attractive built environment.

Fiscal Information

The Pickleball Court Committee will be fundraising for the estimated \$650,000 cost of constructing pickleball courts through a donation program through the Greater Hermiston Foundation. Hermiston Parks & Recreation will be assisting in the effort by applying for grants that qualify for the project.

Alternatives and Recommendation

1. Approve authorizing the location for Pickleball Courts at Theater Sports Park.
2. Modify the request.
3. Reject the location for Pickleball Court construction.

Requested Action/Motion

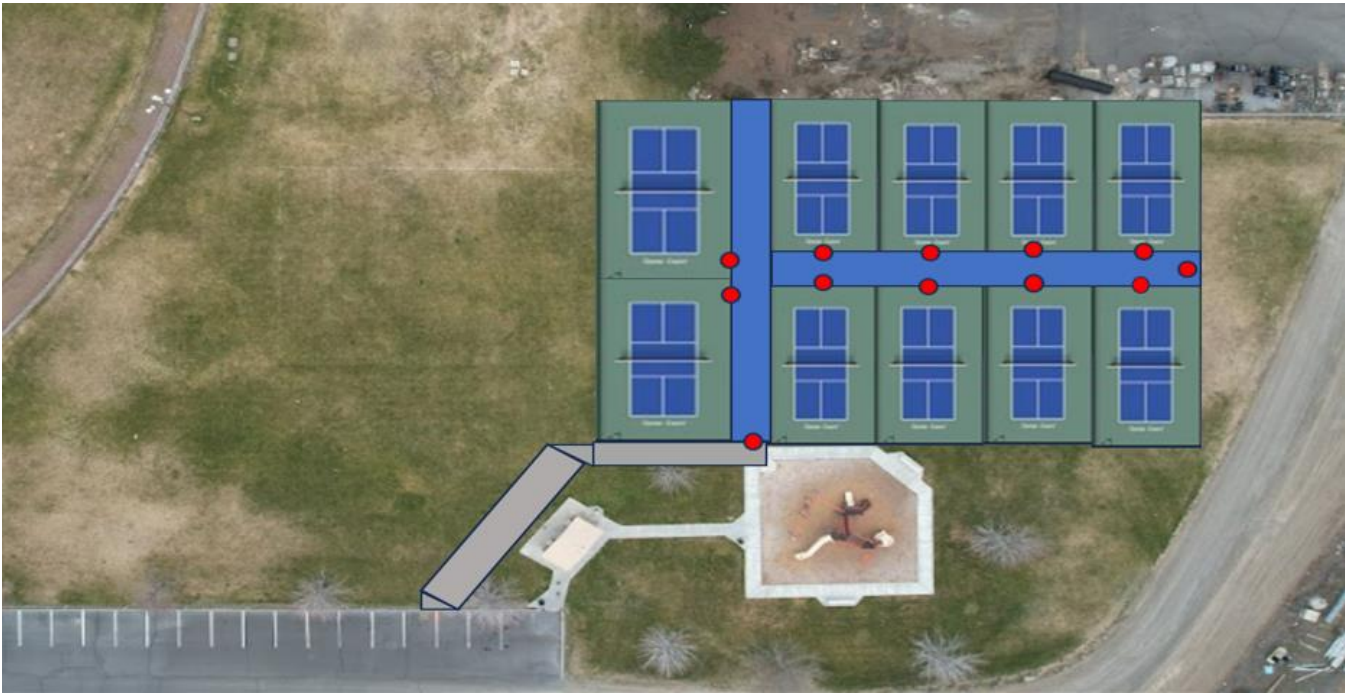
Approve

Submitted By:

Brandon Artz, Parks & Recreation Director

THEATER SPORTS PARK
1800 NW 6th Street

Section 8, Item B.





Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
For the Meeting of April 8, 2024

Title/Subject

Zencity Survey Update

Summary and Background

This is the results of the most recent online survey conducted by Zencity on the city's behalf related to city services.

Tie-In to Council Goals

Action 4.2 Evaluate and implement communication best practices and tools to improve connection with the community

Fiscal Information

N/A

Alternatives and Recommendation

No action requested

Submitted By:

Byron D. Smith, City Manager



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
For the Meeting of April 8, 2024

Title/Subject

Motion to Rescind Ordinance No. 2352 entitled Business License

Summary and Background

Councilor Linton made a motion to rescind Ordinance No. 2352 at the March 25, 2024 city council meeting. Staff reviewed Robert’s Rules of Order and associated information from other cities, etc. related to the use of a motion to rescind. A motion to rescind is an uncommon but available motion under Robert’s Rules of Order. Based on that research Staff found that a motion to rescind cannot be used to undo something that has gone into effect.

Staff also reviewed the process of adopting an ordinance and the fact that Ordinance No. 2352 was adopted on January 22, 2024 by a 6-1 vote with Councilor Peterson being excused from the meeting. On February 22, 2024, that ordinance became effective. Based on staff research, the adoption to rescind cannot undo the adoption of an ordinance.

Our best understanding of this issue is that a different motion would need to be made to undo the adoption of Ordinance No. 2352. The repeal of Ordinance No. 2352 seemed to be the intent of the attempted motion to rescind on March 25, 2024.

Tie-In to Council Goals

N/A

Fiscal Information

Because a process is ongoing to establish the actual fee level for a Hermiston Business License, we cannot at this point give an estimate of revenues to be lost by removing the business license ordinance.

Alternatives and Recommendation

Alternatives

- Do nothing
- A motion to direct staff to prepare an ordinance to repeal Ordinance No. 2352.

Recommended Action/Motion

- Not approve a motion to direct staff to prepare an ordinance to repeal Ordinance 2352.

Submitted By:

Byron D. Smith, City Manager



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
For the Meeting of April 8, 2024

Title/Subject

February 2024 Financial Report

Summary and Background

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

Tie-In to Council Goals

Fiscal Prudence

Fiscal Information

See Report

Alternatives and Recommendation

Alternatives

NONE

Recommended Action/Motion

Recommend/Request acceptance of the February 2024 Financial Report as presented.

Submitted By:

Ignacio Palacios, Finance Director

Byron Smith, City Manager

February 2024 Financial Report



Department of Finance
February 2024
(Unaudited)

FY2023-2024 Monthly Financial Report

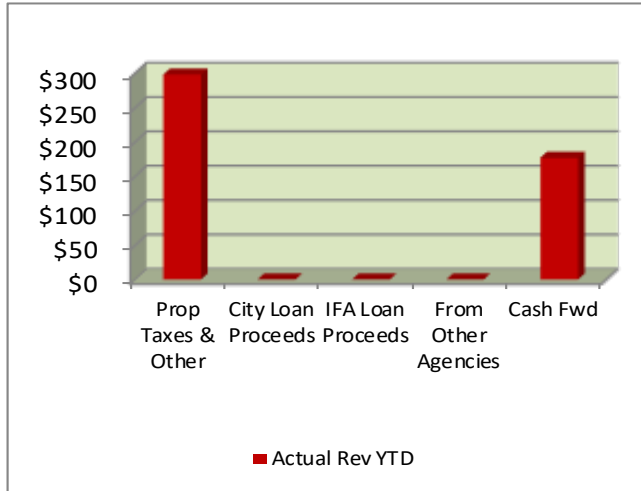
Hermiston Urban Renewal Agency (HURA)

For the Month Ending February 29, 2024

Resources

Through February 29, 2024

by Category



	Annual Proj Rev	Actual Rev YTD	% Var
Prop Taxes & Other	\$ 298	298	100%
City Loan Proceeds	\$ 5,000	0	0%
IFA Loan Proceeds	\$ 496	0	0%
From Other Agencies	\$ 50	0	0%
Cash Fwd	\$ 177	177	100%
Total	\$ 6,021	\$ 475	8%

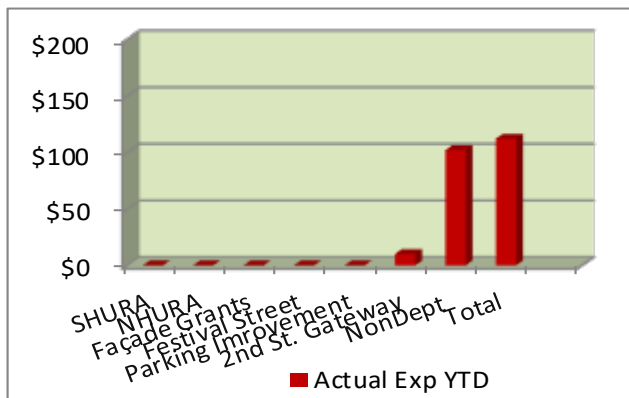
Note: Variance is calculated as % of revenue YTD

Expenditures

Through February 29, 2024

by Character

(in \$1,000)



	Annual Proj Exp	Actual Exp YTD	% Var
SHURA	\$ 496	0	0%
NHURA	\$ 500	0	0%
Façade Grants	\$ 20	0	0%
Festival Street	\$ 3	0	0%
Parking Improvement	\$ 3	0	0%
2nd St. Gateway	\$ 360	10	3%
NonDept	\$ 4,639	102	2%
Total	\$ 6,021	\$ 112	2%

Note: variance is calculated as % of expenses YTD.

The FY2023-24 budget for the Urban Renewal Agency is \$6,020,966. This includes \$496,000 for the beginning of the SHURA project, \$500,000 for the beginning of NHURA projects, \$360,000 for construction of the 2nd Street Gateway project, \$3,000 for parking improvements, \$3,000 for the Festival Street, \$20,000 for façade grants, and \$4,638,966 for Non-Departmental expenses.

FY2023-2024 Monthly Financial Report

Section 8, Item E.

City of Hermiston, Oregon

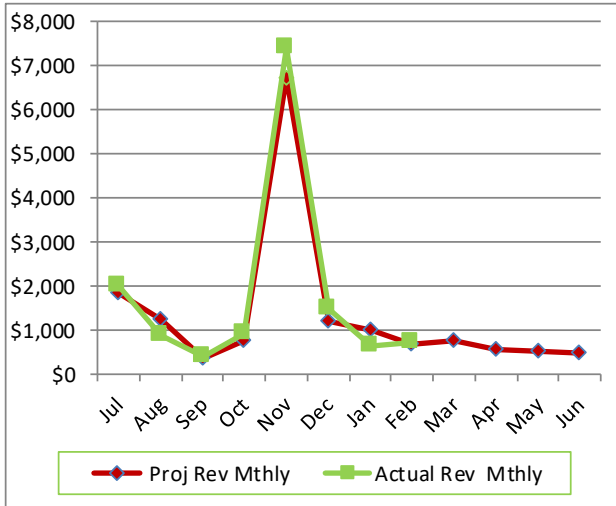
General Fund Resources

For the Month Ending February 29, 2024

General Fund Resources Summary

Through February 29, 2024

(in \$1,000)



	Proj Rev Mthly	Rev Proj Mthly	Actual Rev Mthly	Var Fav/ (Unfav)	% Var
Jul	\$ 1,855	\$ 1,855	\$ 2,011	\$ 156	8%
Aug	\$ 1,238	\$ 1,238	\$ 888	\$ (350)	-28%
Sep	\$ 375	\$ 375	\$ 428	\$ 53	14%
Oct	\$ 755	\$ 755	\$ 927	\$ 172	23%
Nov	\$ 6,743	\$ 6,743	\$ 7,389	\$ 647	10%
Dec	\$ 1,223	\$ 1,223	\$ 1,492	\$ 269	22%
Jan	\$ 1,010	\$ 1,010	\$ 652	\$ (358)	-35%
Feb	\$ 684	\$ 684	\$ 715	\$ 31	4%
Mar	\$ 780	\$ 780		\$ -	0%
Apr	\$ 562	\$ 562		\$ -	0%
May	\$ 522	\$ 522		\$ -	0%
Jun	\$ 500	\$ 500		\$ -	0%
Total YTD	16,248	16,250	14,502	619	3.8%
Cash Fwd	952	-	-	-	0%
Total	\$ 17,200	\$ 16,250	\$ 14,502	619	3.8%

Estimated General Fund revenues for the 2023-24 fiscal year are \$17,199,910. Projected revenues for February were **\$684,454** compared to actual revenues of **\$715,349**, a positive variance of **\$30,895**.

FY2023-2024 Monthly Financial Report

City of Hermiston, Oregon

General Fund Resources

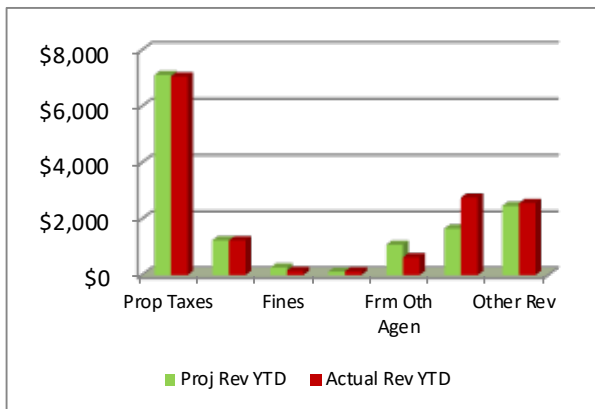
For the Month Ending February 29, 2024

General Fund - All Resources

Through February 29, 2024

by Category

(in \$1,000)



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 7,426	\$ 7,102	\$ 7,051	\$ (50)	-1%
Lic & Fran	\$ 1,468	\$ 1,231	1,231	(0)	0%
Fines	\$ 400	\$ 264	150	(114)	-43%
Interest Rev	\$ 200	\$ 118	134	16	14%
Frm Oth Agen	\$ 1,235	\$ 1,070	630	(440)	-41%
Svc Chgs	\$ 2,575	\$ 1,647	2,752	1,105	67%
Other Rev	\$ 2,944	\$ 2,452	2,553	102	4%
Cash Fwd	\$ 952	-	-	-	0%
Total	\$17,200	\$ 13,883	\$ 14,502	\$ 619	4.5%

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

FY2023-2024 Monthly Financial Report

Section 8, Item E.

City of Hermiston, Oregon

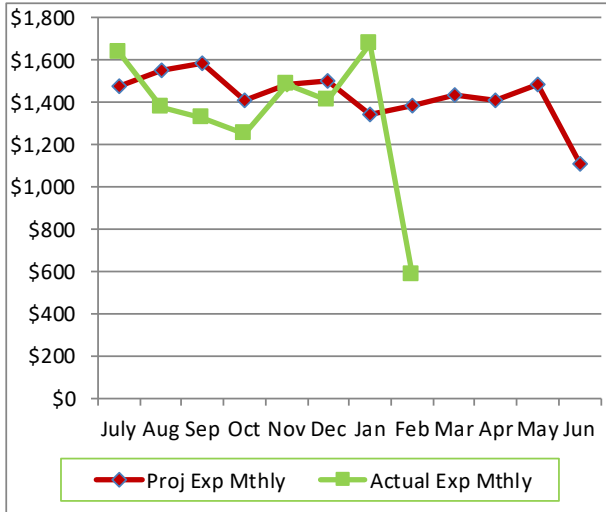
General Fund Expenditures

For the Month Ending February 29, 2024

General Fund Expenditure Summary

Through February 29, 2024

(in \$1,000)



	Proj Exp Mthly	Proj Exp	Actual Exp Mthly	Var Fav/ (Unfav)	% Var
July	\$ 1,481	\$ 1,481	\$ 1,632	\$ (152)	-10%
Aug	\$ 1,552	\$ 1,552	\$ 1,377	\$ 175	11%
Sep	\$ 1,583	\$ 1,583	\$ 1,328	\$ 255	16%
Oct	\$ 1,412	\$ 1,412	\$ 1,249	\$ 163	12%
Nov	\$ 1,483	\$ 1,483	\$ 1,489	\$ (6)	0%
Dec	\$ 1,503	\$ 1,503	\$ 1,408	\$ 95	6%
Jan	\$ 1,341	\$ 1,341	\$ 1,676	\$ (335)	-25%
Feb	\$ 1,389	\$ 1,389	\$ 587	\$ 802	58%
Mar	\$ 1,435	\$ 1,435			0%
Apr	\$ 1,407	\$ 1,407			0%
May	\$ 1,484	\$ 1,484			0%
Jun	\$ 1,113	\$ 1,113			0%
Total YTD	17,185	17,184	10,747	998	5.8%
Contngcy		-	-	-	0%
Total	\$ 17,185	\$ 17,184	\$ 10,747	\$ 998	5.8%

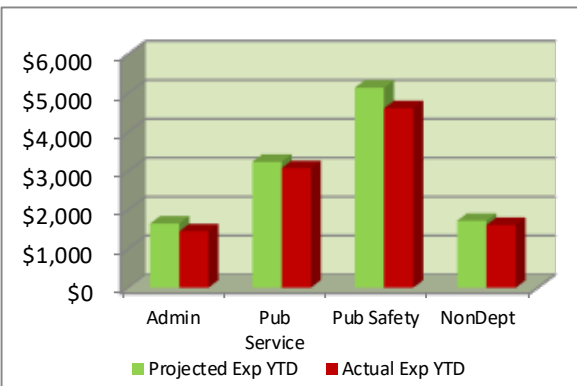
Projected General Fund monthly expenditures for February were **\$1,389,480**. Actual expenditures were **\$5,887,289**, which is **\$802,211** less than projected YTD for a **variance of 58%** for the month. Variance is due primarily to the expenditure reclassification for the Library and Public Safety building work totaling approximately \$400,500 from January 2024.

General Fund Expenditures

Through February 29, 2024

by Consolidated Department

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Admin	\$ 2,221	1,648	1,450	198	12%
Pub Service	4,594	3,235	3,073	162	5%
Pub Safety	7,416	5,142	4,612	530	10%
NonDept	2,675	1,720	1,612	108	6%
Unapp	-	-	-	-	0%
Total	\$16,906	\$ 11,745	\$ 10,747	\$ 998	8.5%

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

FY2023-2024 Monthly Financial Report

Section 8, Item E.

General Fund Expenditure Detail YTD

For the Month Ending February 29, 2024

General Fund Expenditures by Department

	Annual Projected		Actual Exp YTD	Var Fav/ (Unfav)	% Var Fav/ (Unfav)
	Exp	Projected Exp YTD			
City Council	16,803	13,784	4,049	9,735	71%
City Manager/Legal	1,060,639	708,216	700,927	7,289	1%
City Planning	632,494	420,945	292,197	128,748	31%
Finance	744,168	505,059	452,639	52,420	10%
Total Administration	2,454,104	1,648,004	1,449,812	198,192	12%
Transportation	472,000	312,230	327,036	(14,806)	-5%
Airport	469,800	284,454	282,074	2,380	1%
Bldg Inspection	563,332	397,271	371,062	26,209	7%
Parks	708,205	481,852	473,421	8,431	2%
Parks/Utility Landscaping	44,115	22,044	10,056	11,988	54%
Pool	555,957	389,563	396,292	(6,729)	-2%
Municipal Buildings	148,244	98,314	92,184	6,130	6%
Library	890,512	609,282	564,612	44,670	7%
Recreation	618,930	464,910	400,236	64,674	14%
Community Center	192,772	135,202	120,877	14,325	11%
Harkenrider Center	58,010	39,816	35,158	4,658	12%
Total Public Services	4,721,877	3,234,938	3,073,008	161,930	5%
Court	710,237	520,546	428,073	92,473	18%
Public Safety Center	43,000	29,440	24,837	4,603	16%
Police Operations	6,674,505	4,591,553	4,158,746	432,807	9%
Total Public Safety	7,427,742	5,141,539	4,611,656	529,883	10%
Non-Departmental	2,580,094	1,720,063	1,612,484	107,579	6%
Unappropriated	0	0	0	0	0%
Total Non-Dept	2,580,094	1,720,063	1,612,484	107,579	6%
Total	17,183,817	11,744,543	10,746,960	997,583	8.5%

For February, FY2024

Total Administration is \$198,192 less than YTD projected. **Total Public Services** are \$161,930 less than YTD projected. **Public Safety** is \$529,883 less than YTD projected. **Non-Departmental** is \$107,579 less than YTD projected.

FY2023-2024 Monthly Financial Report

Section 8, Item E.

Fund Balance - General Fund

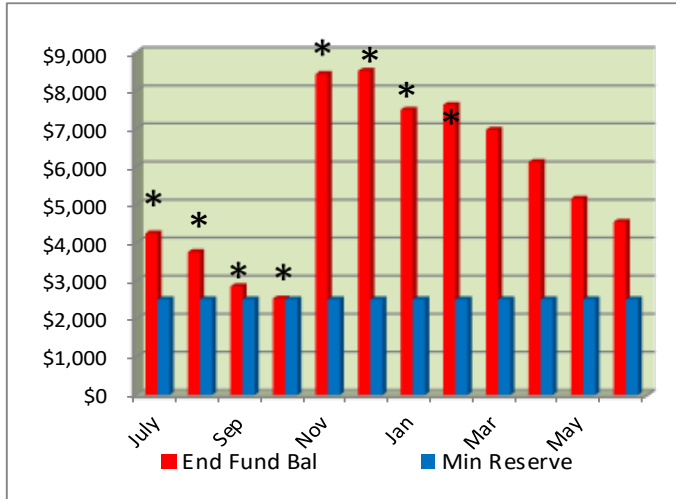
For the Month Ending February 29, 2024

General Fund

Through February 29, 2024

Ending Fund Balance

(in \$1,000)



Minimum Reserve = \$2,513,250

	Begin Fund Bal	Revenue	Expense	End Fund Bal	ACT/PROJ Fund Bal
July	\$ 3,867	\$ 2,011	\$ (1,632)	\$ 4,246	ACT*
Aug	\$ 4,246	\$ 888	\$ (1,377)	\$ 3,757	ACT*
Sep	\$ 3,757	\$ 428	\$ (1,328)	\$ 2,857	ACT*
Oct	\$ 2,857	\$ 927	\$ (1,249)	\$ 2,534	ACT*
Nov	\$ 2,534	\$ 7,389	\$ (1,489)	\$ 8,435	ACT*
Dec	\$ 8,435	\$ 1,492	\$ (1,408)	\$ 8,519	ACT*
Jan	\$ 8,519	\$ 652	\$ (1,676)	\$ 7,494	ACT*
Feb	\$ 7,494	\$ 715	\$ (587)	\$ 7,622	ACT*
Mar	\$ 7,622	\$ 780	\$ (1,435)	\$ 6,967	PROJ
Apr	\$ 6,967	\$ 562	\$ (1,407)	\$ 6,122	PROJ
May	\$ 6,122	\$ 522	\$ (1,484)	\$ 5,161	PROJ
June	\$ 5,161	\$ 500	\$ (1,113)	\$ 4,548	PROJ
Total	\$ 3,867	\$ 16,867	\$ 16,186	\$ 4,548	

The General Fund balance at the end February 2024 is approximately **\$7,622,000**, which is **3.03 times** the current Minimum Reserve requirement of **\$2,513,250**.

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

FY2023-2024 Monthly Financial Report

Special Revenue Funds Report For the Month Ending January 31, 2024

Special Revenue Funds Resources & Requirements

	2023-24		Remaining
	Annual Budget	Actual YTD	Budget
02 Bonded Debt Fund			
Resources	626,677	447,872	178,805
Expenditures	527,920	501,209	26,711
Unappropriated Balance	98,757	N/A	N/A
05 Transient Room Tax (TRT)			
Resources	1,214,000	938,478	275,522
Expenditures	1,214,000	934,563	279,437
Unappropriated Balance	-	N/A	N/A
08 Reserve Fund			
Resources	43,348,200	5,299,018	38,049,182
Expenditures	42,253,806	8,257,389	33,996,417
Unappropriated Balance	1,094,394	N/A	N/A
11 Miscellaneous Special Revenue			
Resources	135,000	87,145	47,855
Expenditures	135,000	86,728	48,272
Unappropriated Balance	-	N/A	N/A
19 Christmas Express Special Revenue			
Resources	30,000	24,333	5,667
Expenditures	30,000	28,277	1,723
Unappropriated Balance	-	N/A	N/A
20 Law Enforcement Special Revenue			
Resources	36,014	5,057	30,957
Expenditures	20,000	-	20,000
Unappropriated Balance	16,014	N/A	N/A
21 Library Special Revenue			
Resources	33,000	9,715	23,285
Expenditures	33,000	1,320	31,680
Unappropriated Balance	-	N/A	N/A
23 Enterprise Zone Project Fund			
Resources	4,148,699	500,000	3,648,699
Expenditures	3,388,325	781,450	2,606,875
Unappropriated Balance	760,374	N/A	N/A
25 EOTEC Operations			
Resources	2,435,644	743,081	1,692,563
Expenditures	2,435,644	1,010,294	1,425,350
Unappropriated Balance		N/A	N/A
26 IT Services			
Resources	1,270,034	877,067	392,967
Expenditures	1,270,034	762,752	507,282
Unappropriated Balance		N/A	N/A

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

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

FY2023-2024 Monthly Financial Report

Utility and Street Funds Report

For the Month Ending February 29, 2024

Utility and Street Funds Report

Resources & Expenditures

	2023-2024		Actual YTD	Variance	
	Annual Budget	Projected YTD		Fav/(Unfav)	% Variance
04 Street Fund					
Resources	2,450,581	1,394,092	2,038,626	644,534	46%
Expenditures	2,450,581	1,633,721	1,722,083	(88,362)	-5%
Contingency	-	N/A	N/A	N/A	N/A

06 Utility Fund					
Resources	13,537,397	7,415,667	8,468,715	1,053,048	14%
Expenditures	12,703,567	8,469,045	6,886,700	1,582,345	19%
Contingency	833,830	N/A	N/A	N/A	N/A

13 HES Fund					
Resources	13,113,053	6,779,330	7,166,079	386,749	6%
Expenditures	10,764,749	7,176,499	7,208,122	(31,623)	0%
Contingency	2,348,304	N/A	N/A	N/A	N/A

15 Regional Water Fund					
Resources	1,890,428	900,667	905,751	5,084	1%
Expenditures	1,223,306	815,537	749,850	65,687	8%
Contingency	667,122	N/A	N/A	N/A	N/A

All four of these funds are projected on a straight line, 1/12th of budgeted expense or revenue per month.

Revenues for the **Street Fund** are **\$644,534 more** than projected. Expenditures are **\$88,362 above** projected.

Revenues in the **Utility Funds** are **\$1,053,048 above** projected. Expenditures are **\$1,582,345 below** projected.

The **HES Fund** revenue is **\$386,749 more** than projected. Expenditures are **\$31,623 more** than projected.

The **Regional Water Fund** revenues are **\$5,084 more** than projected. Expenditures are **\$65,687 less** than projected.

FY2023-24 Monthly Financial Report

City of Hermiston, Oregon

Utilities/Streets Capital Projects Report

For the Month Ending February 29, 2024

	2023-2024 Budget	YTD Expenditures	Project Budget	Project To-Date Expenditures	% Complete
Geer & Harper Re-alignment	\$ 1,500,000	\$ 130,255	\$ 1,500,000	\$ 132,664	8.84%
N. 1st Place Reconstruction	\$ 4,175,000	\$ 1,966,663	\$ 4,175,000	\$ 1,971,705	47.23%
Penney Ave Roadway Improvement	\$ 1,000,000	\$ 617,397	\$ 1,000,000	\$ 916,703	91.67%
AWS System Expansion - RWS	\$ 20,949,400	\$ 2,356,529	\$ 20,949,400	\$ 4,702,248	22.45%
Lead and Copper Program	\$ 400,000	\$ 49,656	\$ 400,000	\$ 134,414	33.60%
Well #5 Water System Improvements	\$ 775,000	\$ 453,999	\$ 775,000	\$ 886,567	114.40%
Well #6 Backup Generator	\$ 380,000	\$ 251,303	\$ 380,000	\$ 321,737	84.67%
N. 1st Place Water Line Replacement	\$ 830,000	\$ 258,932	\$ 830,000	\$ 775,556	93.44%
Well #6 Chlorination	\$ 500,000	\$ 9,000	\$ 500,000	\$ 16,000	3.20%
Well #4 Control System	\$ 410,000	\$ 5,500	\$ 410,000	\$ 13,000	3.17%
Gladys & Main Waterline Replacement	\$ 100,000	\$ 65,000	\$ 1,180,000	\$ 65,532	5.55%
Well #5 Wetwell Upgrades	\$ 150,000	\$ 15,075	\$ 150,000	\$ 15,075	10.05%
McDonald's & 395 Sewer Main Replacem	\$ 370,000	\$ 37,242	\$ 370,000	\$ 69,761	18.85%
AWS Cooling Discharge	\$ 805,000	\$ 111,400	\$ 805,000	\$ 359,442	44.65%
Total	\$ 32,344,400	\$ 6,327,951	\$ 33,424,400	\$ 10,020,962	29.98%

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

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

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

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

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

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

Penney Ave. Extension (\$1,000,000)

Business Oregon awarded a grant of approximately \$600,000 to cover half of the cost of constructing an extension of Penney Ave. between Kelli Blvd. and US395. Council approved using ARPA funds to cover the local match (half). This project implements the Transportation System Plan by adding an additional connection in to the southern industrial area of the City.

Current Update: This project has been completed, accepted by ODOT, and closed out.

FY2023-24 Monthly Financial Report

City of Hermiston, Oregon

Utilities/Streets Capital Projects Report

For the Month Ending February 29, 2024

	2023-2024 Budget	YTD Expenditures	Project Budget	Project To-Date Expenditures	% Complete
Geer & Harper Re-alignment	\$ 1,500,000	\$ 130,255	\$ 1,500,000	\$ 132,664	8.84%
N. 1st Place Reconstruction	\$ 4,175,000	\$ 1,966,663	\$ 4,175,000	\$ 1,971,705	47.23%
Penney Ave Roadway Improvement	\$ 1,000,000	\$ 617,397	\$ 1,000,000	\$ 916,703	91.67%
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Well #4 Control System	\$ 410,000	\$ 5,500	\$ 410,000	\$ 13,000	3.17%
Gladys & Main Waterline Replacement	\$ 100,000	\$ 65,000	\$ 1,180,000	\$ 65,532	5.55%
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AWS Cooling Discharge	\$ 805,000	\$ 111,400	\$ 805,000	\$ 359,442	44.65%
Total	\$ 32,344,400	\$ 6,327,951	\$ 33,424,400	\$ 10,020,962	29.98%

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

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

Current Update: Contractor continues to work through materials acquisition and delivery and is on schedule to begin significant onsite work in the Spring.

Lead and Copper Program (\$400,000)

New state and federal guidelines require drinking water systems to inventory all connections with lead or copper piping with a physical inspection by October 1, 2024.

Current Update: Contractor has completed 90% of the work, with no lead detected. Work now focuses on the remaining 10% of work, which was held until the end because it was identified as being the most labor intensive due to obstructions/challenges.

FY2023-24 Monthly Financial Report

City of Hermiston, Oregon

Utilities/Streets Capital Projects Report

For the Month Ending February 29, 2024

	2023-2024 Budget	YTD Expenditures	Project Budget	Project To-Date Expenditures	% Complete
Geer & Harper Re-alignment	\$ 1,500,000	\$ 130,255	\$ 1,500,000	\$ 132,664	8.84%
N. 1st Place Reconstruction	\$ 4,175,000	\$ 1,966,663	\$ 4,175,000	\$ 1,971,705	47.23%
Penney Ave Roadway Improvement	\$ 1,000,000	\$ 617,397	\$ 1,000,000	\$ 916,703	91.67%
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AWS Cooling Discharge	\$ 805,000	\$ 111,400	\$ 805,000	\$ 359,442	44.65%
Total	\$ 32,344,400	\$ 6,327,951	\$ 33,424,400	\$ 10,020,962	29.98%

Well #5 Water System Improvements \$(775,000)

Well No. 5 has become the city’s primary water source in recent years and provides water to the main pressure zone, which is the baseline for the entire water system. However, the current pumping capacity is less than the water right associated with it. The project will increase pumping capacity to allow the city to use its full water right of 5,000 gallons per minute.

Current Update: Work began to wrap-up in January, with final punchlist items.

Well #6 Backup Generator (\$380,000)

Well No. 6 is the primary well and the only well available that could provide minimal water supply to lower pressure zones in the city during a power outage. The current pump was last repaired in 1994, and the backup pump lacks the capacity to service the pressure zone. The pump covers service area including Walmart Distribution Center, Eastern Oregon Higher Education Center, Pioneer Seed, and EOTEC. Preventative maintenance will avoid significant inconvenience and loss of water to area businesses.

Current Update: Awaiting final training from Cummins (generator supplier).

North 1st Place Water Line Replacement (\$830,000)

This project will eliminate failing, deteriorating lines which will minimize future repair work. It will also eliminate steel pipes from the 1920’s and will improve public safety by ensuring no lead pipes.

Current Update: This project has been completed, accepted, and closed-out.

FY2023-24 Monthly Financial Report

City of Hermiston, Oregon

Utilities/Streets Capital Projects Report

For the Month Ending February 29, 2024

	2023-2024 Budget	YTD Expenditures	Project Budget	Project To-Date Expenditures	% Complete
Geer & Harper Re-alignment	\$ 1,500,000	\$ 130,255	\$ 1,500,000	\$ 132,664	8.84%
N. 1st Place Reconstruction	\$ 4,175,000	\$ 1,966,663	\$ 4,175,000	\$ 1,971,705	47.23%
Penney Ave Roadway Improvement	\$ 1,000,000	\$ 617,397	\$ 1,000,000	\$ 916,703	91.67%
AWS System Expansion - RWS	\$ 20,949,400	\$ 2,356,529	\$ 20,949,400	\$ 4,702,248	22.45%
Lead and Copper Program	\$ 400,000	\$ 49,656	\$ 400,000	\$ 134,414	33.60%
Well #5 Water System Improvements	\$ 775,000	\$ 453,999	\$ 775,000	\$ 886,567	114.40%
Well #6 Backup Generator	\$ 380,000	\$ 251,303	\$ 380,000	\$ 321,737	84.67%
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Well #6 Chlorination	\$ 500,000	\$ 9,000	\$ 500,000	\$ 16,000	3.20%
Well #4 Control System	\$ 410,000	\$ 5,500	\$ 410,000	\$ 13,000	3.17%
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AWS Cooling Discharge	\$ 805,000	\$ 111,400	\$ 805,000	\$ 359,442	44.65%
Total	\$ 32,344,400	\$ 6,327,951	\$ 33,424,400	\$ 10,020,962	29.98%

Well # 6 Chlorination (\$450,000)

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

Current Update: Design has begun.

Well #4 Control System (\$390,000)

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

Current Updates: Design has begun.

Gladys & Main Waterline Replacement (\$1,180,000)

Sections of this water distribution system were installed in the 1920s with steel pipe – some of the oldest pipe in the city water system. This project will eliminate failing, deteriorating and undersized line, reduce repair work, and improve public safety.

Current Update: Bids were opened in mid-March, with construction anticipated to begin in early summer.

FY2023-24 Monthly Financial Report

City of Hermiston, Oregon

Utilities/Streets Capital Projects Report

For the Month Ending February 29, 2024

	2023-2024 Budget	YTD Expenditures	Project Budget	Project To-Date Expenditures	% Complete
Geer & Harper Re-alignment	\$ 1,500,000	\$ 130,255	\$ 1,500,000	\$ 132,664	8.84%
N. 1st Place Reconstruction	\$ 4,175,000	\$ 1,966,663	\$ 4,175,000	\$ 1,971,705	47.23%
Penney Ave Roadway Improvement	\$ 1,000,000	\$ 617,397	\$ 1,000,000	\$ 916,703	91.67%
AWS System Expansion - RWS	\$ 20,949,400	\$ 2,356,529	\$ 20,949,400	\$ 4,702,248	22.45%
Lead and Copper Program	\$ 400,000	\$ 49,656	\$ 400,000	\$ 134,414	33.60%
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McDonald's & 395 Sewer Main Replacem	\$ 370,000	\$ 37,242	\$ 370,000	\$ 69,761	18.85%
AWS Cooling Discharge	\$ 805,000	\$ 111,400	\$ 805,000	\$ 359,442	44.65%
Total	\$ 32,344,400	\$ 6,327,951	\$ 33,424,400	\$ 10,020,962	29.98%

Well #5 Wetwell Upgrades (\$150,000)

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

Current Update: Design will begin soon.

McDonald’s & 395 Sewer Main Replacement (\$375,000)

Segments of this piping have been found to have structural failures in multiple locations and failing joints. These line failures cause pipe blockage and requires monthly cleaning. In addition, pipe failures may be allowing sewage to exfiltrate the surrounding soil. A new sewer line would eliminate current monthly maintenance costs and provide watertight lines to protect existing groundwater resources from contamination.

Current Update: Most of the work has been completed. Contractor working through final punchlist items.

AWS Cooling Discharge (\$805,000)

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

Current Update: Contractor continues to work through materials acquisition, with work anticipated to begin in earnest in Spring.

FY2023-24 Monthly Financial Report
City of Hermiston, Oregon
Other City Capital Projects Report
For the Month Ending February 29, 2024

	2023-2024 Budget	YTD Expenditures	Project Budget	Project To-Date Expenditures	% Complete
Teen Adventure Park	\$ 591,049	\$ 394,495	\$ 591,049	\$ 485,722	82.18%

Teen Adventure Park (\$591,049)

The Teen Adventure Park Phase I will incorporate a 7500 sq/ft skatepark designed for use by teens and the community as a whole. Included in the design is the refurbishment of a restroom facility, bench seating, landscaping, irrigation and ADA accessible parking and pathways. The Teen Adventure Park is funded 50% by the Land and Water Conservation Fund grant through the Oregon Parks and Recreation Department. Location is near Hermiston High School across from the Public Safety Building.

Current Update: CA Skateparks has a sub-contractor on-site finishing ADA connectivity pathways within the skatepark facility. With the completion of these pathways and final inspections, Phase I of this project will be completed and the skatepark will be open for community use. A dedication/ribbon cutting will take place on May 11th.