



# CITY COUNCIL

## Regular Meeting Minutes August 26, 2024

Mayor Drotzmann called the regular meeting to order at 7:00pm. Present were Councilors Hardin, Myers, Primmer, Linton, Peterson, McCarthy, Duron (arrived 7:13PM), and Barron (arrived 7:25PM). City Staff in attendance included: City Manager Byron Smith, Assistant City Manager Mark Morgan, City Attorney Rich Tovey, Finance Director Ignacio Palacios, Chief Edmiston, Planning Director Clint Spencer, Court Administrator Jillian Viles, Parks and Recreation Brandon Artz, and Assistant City Recorder Heather La Beau. The pledge of allegiance was given.

### **Presentation- Feasibility Study of a Regional Health, Wellness and Aquatic Center (HWAC)**

City Manager Smith introduced Wenaha Group staff members Cassie Hibbert, Scott Rogers, and Heath Gardner. Wenaha Group is working with the city to facilitate the discussions and research to determine the feasibility of an indoor aquatic facility.

Using the attached PowerPoint presentation, Wenaha Group staff gave an overview of the company history, related projects, and the scope of work for their role as an impartial third party to the project. City Manager Smith and Parks & Recreation Director Artz reviewed previous city studies prioritizing goals for the HWAC project. Potential stakeholders and task force members were named. The regional task force timeline was reviewed, with an expected final report to the City in July of 2025.

Councilors discussed the need to keep the task force engaged throughout the process and the need to keep the project relevant to those in the community who will benefit from a HWAC.

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

Karene King & Rene Roberts 435 SE 9<sup>th</sup> Ct- Ms. King stated the last 2 years of the 35 years she has lived in her house there has been a stream of water in her backyard. She believes it came from the development off of Highland. There are times the water is so full it leaks to the houses south and east of her home. She was told by Hermiston Irrigation District (HID) that the water would be shut off, but she has not followed up to see if it was done. Her understanding is an irrigation ditch was enclosed in concrete and trees have grown into the line. Ms. King has been told HID and the city are determining who is responsible for the repair.

### **Consent Agenda Items**

Councilor McCarthy moved and Councilor Primmer seconded to approve Consent Agenda items A-C, to include:

- A. Committee Vacancy Announcements
- B. Minutes of the August 12 City Council Work Session and Regular Meetings
- C. Replat- Zamora/Munoz Garcia 4N2811BA Tax Lots 600 & 1001 – 615 & 699 E Jennie

Motion carried unanimously.

### **Economic Opportunities Analysis Update**



## CITY COUNCIL

### Regular Meeting Minutes August 26, 2024

Mayor Drotzmann announced this public hearing has been rescheduled to the September 9, 2024, city council meeting.

#### **Ordinance No. 2363 – Mobile Food Vending Amendments**

Planning Director Clint Spencer stated the amendments are as presented at the previous meeting except for a change in definition of a Type 1 license suggested by the county health department. Mobile vendor applications include a requirement for property owner consent. Each location must be approved by city staff. Councilors continue to have the ability to increase the number of available licenses if so desired.

The attached testimony was provided via email by Donald Crawford.

Mayor Drotzmann requested that the first reading be by title only. Hearing no opposition, City Attorney Tovey read the ordinance by title only. Mayor Drotzmann requested that the ordinance be put on for final adoption at this meeting and that the second reading be by title only.

After City Attorney Tovey read the ordinance by title only for the second reading:

- Councilor Barron moved, and Councilor Hardin seconded that Ordinance No. 2363 be adopted and become effective 30-days after adoption by the City Council. Councilors McCarthy, Barron, Primmer, Hardin, Myers, Duron, and Peterson voted in favor; Councilor Linton voted against. Motion carried 7-1.

#### **Resolution No. 2335 Master Fee Resolution Update: Parades, Right of Way, and Mobile Vendors**

City Manager Smith reviewed the fees being updated related to changes in street closures, parade routes, and mobile food vendor amendments.

After additional discussion, Councilor Duron moved, and Councilor McCarthy seconded to adopt Resolution No. 2335 and lay upon the record. Motion carried unanimously.

#### **Resolution No. 2336 Council Rules Adoption**

City Manager Smith stated the changes have been discussed over the past several months to bring the rules into compliance with law and best practices.

Councilor Primmer suggested the council not act on this item until after the election of councilors as it will apply more to them. Councilor McCarthy countered that it would be beneficial to have rules put in place by experienced council members.

After additional discussion, Councilor Duron moved, and Councilor Myers seconded to adopt Resolution No. 2336 and lay upon the record. Councilors McCarthy, Barron, Hardin, Myers, Duron, Linton, and Peterson voted in favor; Councilor Primmer voted against. Motion carried 7-1.

#### **Initiate Transfer of a Portion of Gettman Road from County to City Jurisdiction**



# CITY COUNCIL

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Assistant City Manager Morgan used the attached PowerPoint slides to demonstrate which portion of W Gettman Road (SW 11<sup>th</sup> to railroad tracks) is proposed for transfer to the city and the prescribed process for jurisdictional transfer detailed in the Joint Management Agreement. The threshold for exemption is not met, however the transfer of ownership will allow curb, gutter, and sidewalk installation to occur along the frontage of the school district's subdivision.

After additional discussion, Councilor McCarthy moved, and Councilor Hardin seconded to accept the proposed agreement made by Umatilla County to initiate a transfer of a portion of Gettman Road from county to city.

## **July 2024 Financial Report**

Councilor Primmer moved, and Councilor McCarthy seconded to accept the July 2024 Financial Report as presented (PowerPoint presentation attached) by Finance Director Palacios and City Manager Smith. Motion carried unanimously.

## **Committee Reports**

None given.

## **Mayor's Report**

Mayor Drotzmann spoke regarding:

- Melon Fest was a great time. The event was well attended with many vendors and great music.
- Attended League of Oregon Cities Presidential Regional meetings in Lincoln City and North Bend
- Oregon Legislative Joint Committee on Transportation meetings and hearing is Thursday at EOTEC

## **Council Reports**

Councilor Barron thanked the councilors for excusing his tardiness as he was busy with the open house at school.

Councilor McCarthy invited everyone to the ribbon cutting for Advantage Wellness on September 5 at their Main St location.

## **City Manager's Report**

City Manager Smith stated the last day for candidates to apply for city council is tomorrow. Six candidates have filed.

City Manager Smith and Assistant City Manager Morgan will be participating in a tour of the region and roundtable discussions as part of the transportation committee meetings.

The Melon Fest video ( <https://www.youtube.com/watch?v=OKgNJFpPiI8>) was played.

## **Recess for Executive Session**



# CITY COUNCIL

## Regular Meeting Minutes August 26, 2024

At 8:40pm Mayor Drotzmann announced the City Council of the City of Hermiston will now meet in Executive Session in the Executive Session Room on the first floor for the purpose of discussing matters pertaining to the review and evaluation of employment-related performance of the City Manager.

The Executive Session is held pursuant to ORS 192.660 (2) (i) which allows the council to meet in Executive Session for the purpose to review and evaluate, pursuant to standards, criteria and policy directives adopted by the governing body, the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member unless the person whose performance is being reviewed and evaluated requests an open hearing.

Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are excluded. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No final decision may be made in executive session. At the end of the executive session, the council will return to open session which the audience may attend. The executive session will last approximately 15 minutes.

### **Reconvene-Consider approval of Changes to the City Manager Employment Contract**

Mayor Drotzmann reconvened the regular meeting at 9:26pm.

Mayor Drotzmann thanked City Manager Smith for ten years of service and his part in moving the city in a positive direction.

Councilor Barron moved, and Councilor Myers seconded to approve the changes to the city manager employment contract as presented. Councilors McCarthy, Barron, Hardin, Myers, Duron, Linton, and Peterson voted in favor; Councilor Primmer voted against. Motion carried 7-1.

### **Adjourn**

There was no other business and Mayor Drotzmann adjourned the regular City Council meeting at 9:28pm.

SIGNED:

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

ATTEST:

\_\_\_\_\_  
Heather KP La Beau, Assistant City Recorder



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# FEASIBILITY STUDY OF A REGIONAL HEALTH, WELLNESS, AND AQUATIC CENTER

City of Hermiston - City Council Regular Meeting  
August 26, 2024



# AGENDA

**1**

**Introductions**

**2**

**Background on  
Health,  
Wellness, and  
Aquatics Center  
(HWAC)**

**3**

**Overview of  
Regional  
HWAC  
Task Force  
Process**

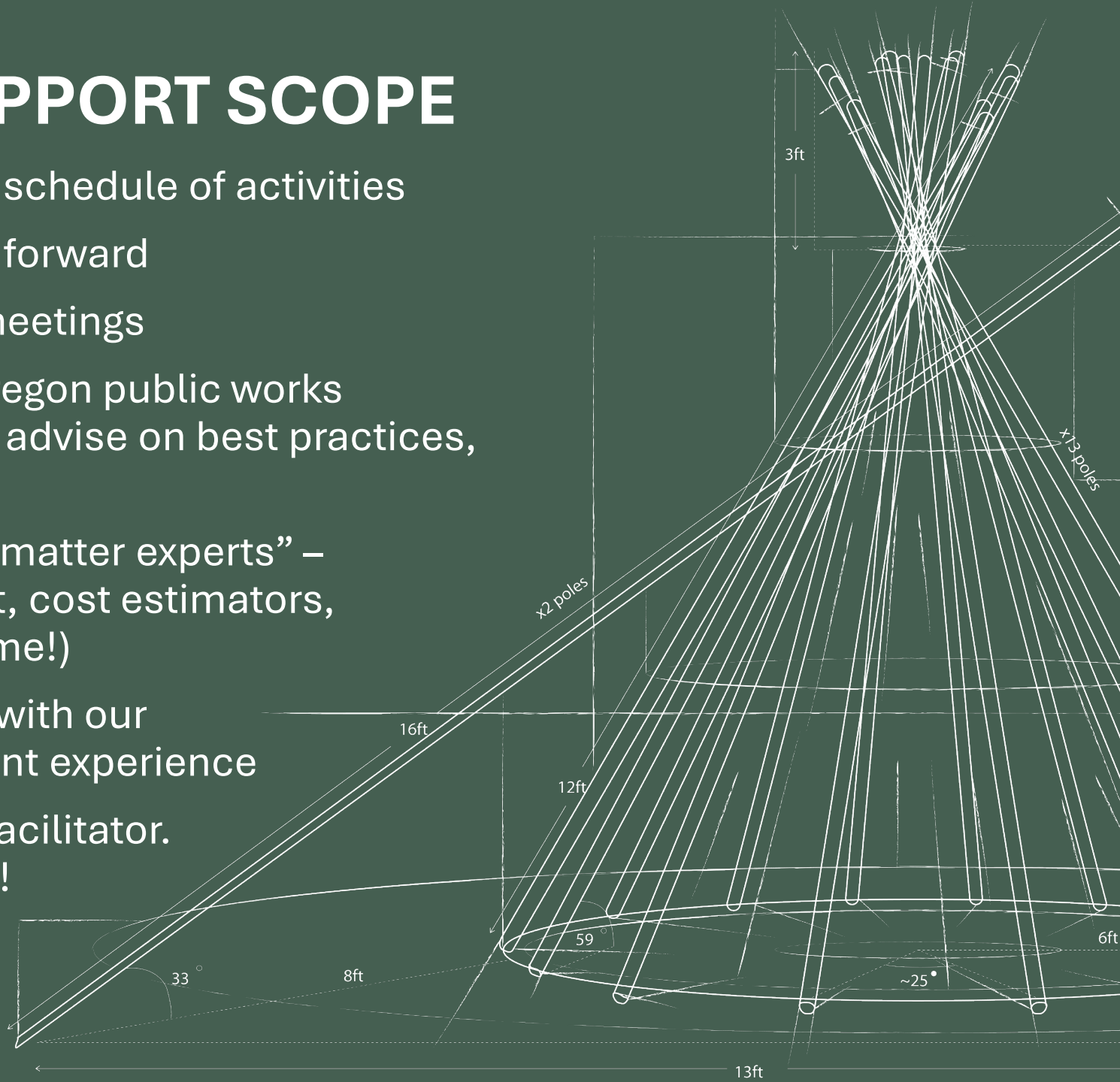
# WHO IS WENAHA GROUP?

- Native American-owned Owner's Representative, Construction Management & Consulting Firm
- Leader in Oregon and Washington public works construction
- Offices in Pendleton and Kennewick
- Driven by our Guiding Principles
- Recent Eastern Oregon/Washington projects:
  - City of Hermiston – Various Projects
  - Pasco Public Facilities District – Aquatics Facility
  - Hermiston School District – 2019 Bond Projects
  - Morrow County School District



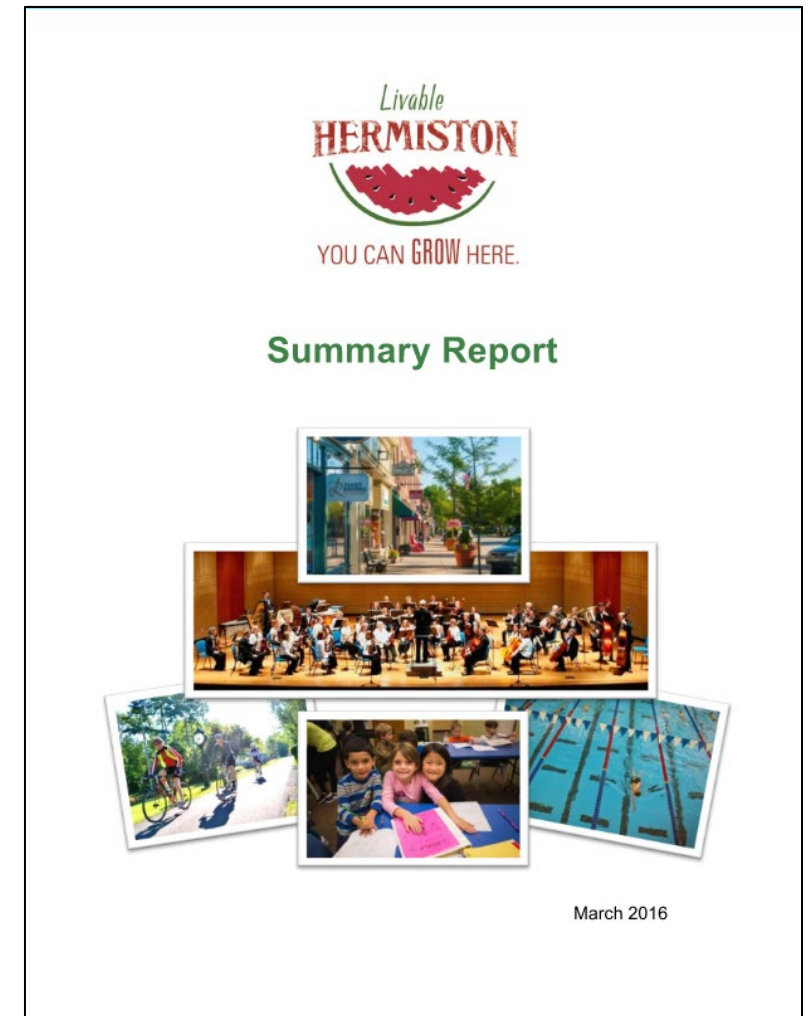
# WENHA GROUP / SUPPORT SCOPE

- Develop HWAC Task Force process, schedule of activities
- Drive the HWAC Task Force process forward
- Plan & facilitate HWAC Task Force meetings
- Act as “subject matter expert” on Oregon public works construction and aquatic facilities – advise on best practices, lessons learned, market conditions
- Coordinate efforts of other “subject matter experts” – operational cost modeling, architect, cost estimators, etc. (Right information at the right time!)
- We think holistically about projects with our design and construction management experience
- We are an impartial third party and facilitator. The community decides what’s best!



# HWAC PRIOR WORK

- **2016: Livable Hermiston Committee – Priorities**
  - Indoor Aquatics Center
  - Downtown revitalization
  - Youth/family activity center
  - Parks/trails/open space
- **Hermiston City Council**
  - 2018: Prioritized a HWAC as Goal 1
  - 2019: Prioritized a HWAC as Goal 4 of 7
- **2018**
  - City partnered with ALSC Architects to study area facilities
  - Developed a program/facility draft, cost study



*2016 Livable Hermiston Committee*

# HWAC PRIOR WORK

- **2020 Hermiston Parks, Recreation, and Open Spaces Plan (PROS)**
  - Needs assessment feedback from community showed desire for a year-round recreation and an indoor aquatic center
  - 60% of respondents selected “indoor aquatics/swimming” as the #1 priority
- **2040 Community Action Plan**
  - #1 goal in a Safe & Healthy Hermiston was to build an indoor recreation and aquatic center



Recreation Needs	Facility Needs
<ul style="list-style-type: none"><li>• Park and recreation program options for low-income residents</li><li>• Swimming programs targeted to Hispanic/Latinx residents</li><li>• Year-round recreation opportunities</li><li>• Year-round swimming</li><li>• Youth after-school programs</li><li>• Decrease language barriers in parks and recreation facilities</li><li>• Expansion of youth organized sports programs</li><li>• Programming for parents with children (Programs accompanied with child care)</li><li>• All abilities/Disability inclusive programs</li></ul>	<ul style="list-style-type: none"><li>• Indoor Aquatic and Athletic Facility, Wellness Center</li><li>• Universally accessible facilities</li><li>• Expanded trail facilities (walking, bicycling)</li><li>• Parks in Northeast, specifically, and east generally</li><li>• More athletic fields, specifically soccer or multipurpose fields.</li><li>• Areas for large group gatherings for extended periods of time</li><li>• Restrooms</li><li>• Water access</li><li>• Skate Park</li></ul>

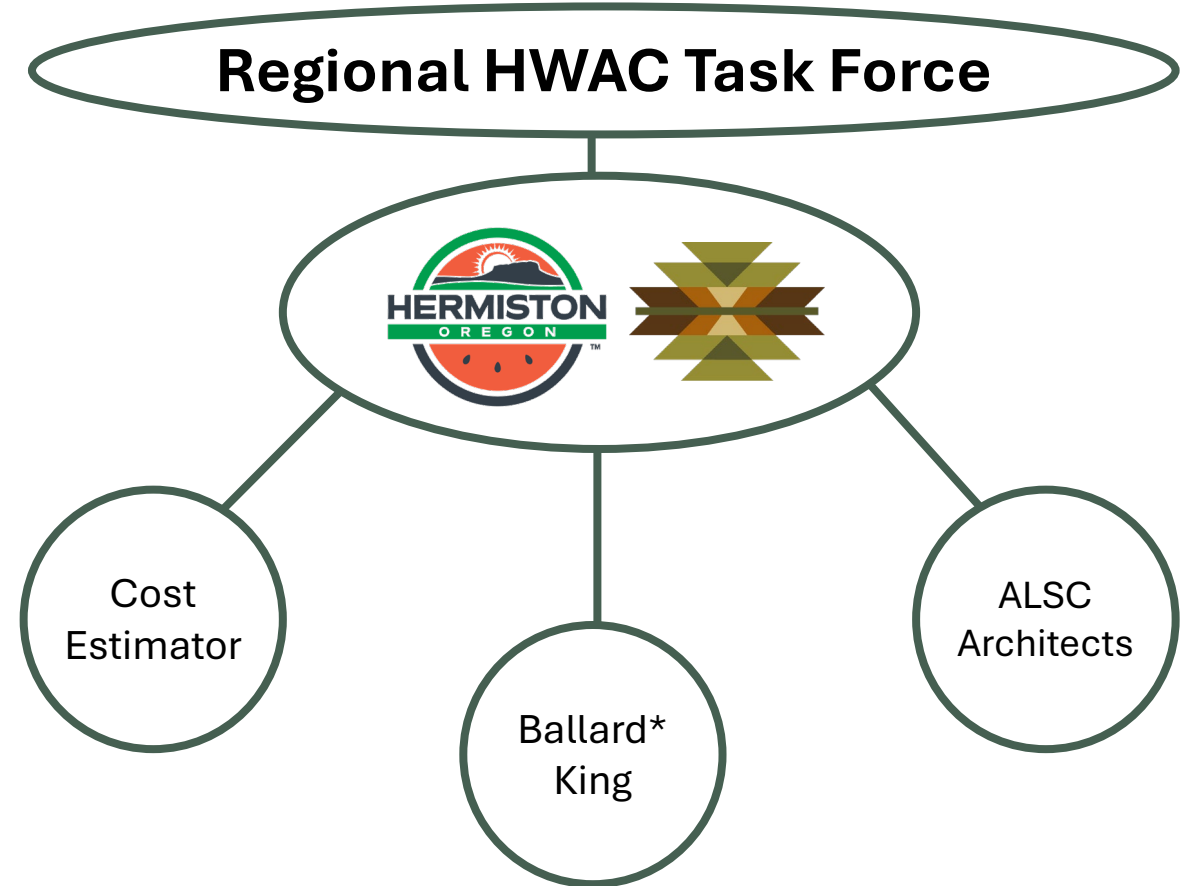
*2020 PROS*

# REGIONAL HWAC TASK FORCE STAKEHOLDERS

## Task Force Potential Stakeholders City Manager's Committee

- City of Hermiston
- Umatilla County
- City of Umatilla
- City of Stanfield
- City of Echo
- Port of Umatilla
- Hermiston School District
- Blue Mountain Community College
- Good Shepherd Health Care System
- Umatilla Electric Co-op
- AWS


## Support Team



# REGIONAL HWAC TASK FORCE

- Meet 5 times between September 2024 and June 2025
- Charge:
  - Review the existing Hermiston aquatic center facility needs/condition identified in a recent facility assessment;
  - Study types of facilities, including options for program offerings;
  - Study various site locations for a facility;
  - Study operational funding models;
  - Consider options for operational funding partnerships;
  - Consider options for capital funding;
  - Review cost estimates for capital construction;
  - Consider community feedback in creating the recommendation; and
  - Recommend to the City Manager the preferred operational approach and capital construction options for a facility.

# REGIONAL HWAC TASK FORCE PROCESS

2024					2025						
Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Wenaha Group/City Manager meet 2x month for Planning Meetings										Planning Meetings	
<b>City Council Presentation Aug 26</b> Process, Timeline, Committee Charge	<b>Task Force Work Session #1:</b> Build Shared Knowledge Base	<b>Task Force Work Session #2:</b> Operational Funding	<b>Task Force Work Session #3:</b> Capital Funding		<b>Task Force Work Session #4:</b> Create Draft Recommendations	<b>City Council Presentation</b> Task Force Progress Report	<b>Community Feedback on Program and Site Options</b>		<b>Task Force Work Session #5:</b> Report Back on Community Feedback, Finalize Recommendation	<b>City Council Presentation</b> Community Feedback, Task Force Final Report	
Identify Potential Stakeholders for Task Force	Intro/ Committee Charge	Identify Program Needs and Wants	Identify shortlist of potential sites		Draft partnership structures					Finalize partnership structures	
	Process/Schedule	Discuss operational funding partnerships / models	Discuss capital funding opportunities/ partnerships		Wenaha prepare progress report					Wenaha prepare final report	
	Councilman-Hunsaker: Pool Existing Condition	Due diligence on potential sites			Prepare community feedback activities/schedule						
	Ballard*King: Overview of Operational Financial Models, Recap of 2018 Financial Analysis	High-Level Design Options Cost Estimates for Options									
	ALSC: Recap of 2018 Programming and Design Discussions										
	Identify Additional Information Needed										

HWAC Task Force work ends with report to City Manager



HWAC Task Force  
work ends with  
report to City Manager

Proceed with next steps  
or conclude regional  
HWAC efforts



**QUESTIONS?**



**From:** Donald Crawford <mrcranky457@gmail.com>

**Sent:** Sunday, August 25, 2024 10:39 AM

**To:** City of Hermiston Meetings <meetings@hermiston.gov>

**Subject:** Food truck vendors

You don't often get email from [mrcranky457@gmail.com](mailto:mrcranky457@gmail.com). [Learn why this is important](#)

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

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Good day seeing your article in the east oregonian and stated private property , so in essence any food cart, truck vendor can just pull in anywhere and put up shop. And hook to water or electricity without the permission of said owner of property, like walmart, safeway kes schwab or any vacant property. I am against that people who own or lease property have a right to not want folks setting up with out proper permission, insurance, and the public liability on private property, needs clarification, not against the food trucks but I enjoy the food off good ones ,and are they going to be inspected

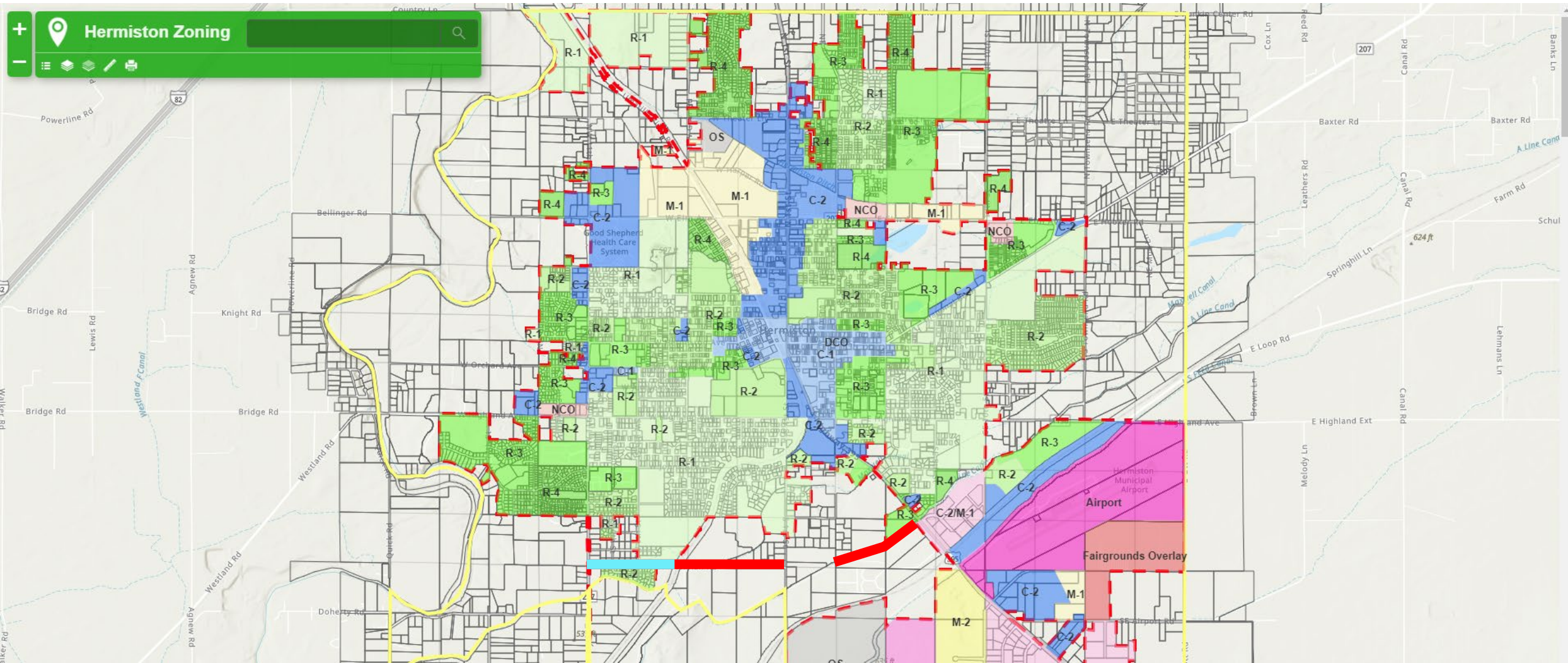


# Getttman Jurisdiction Transfer

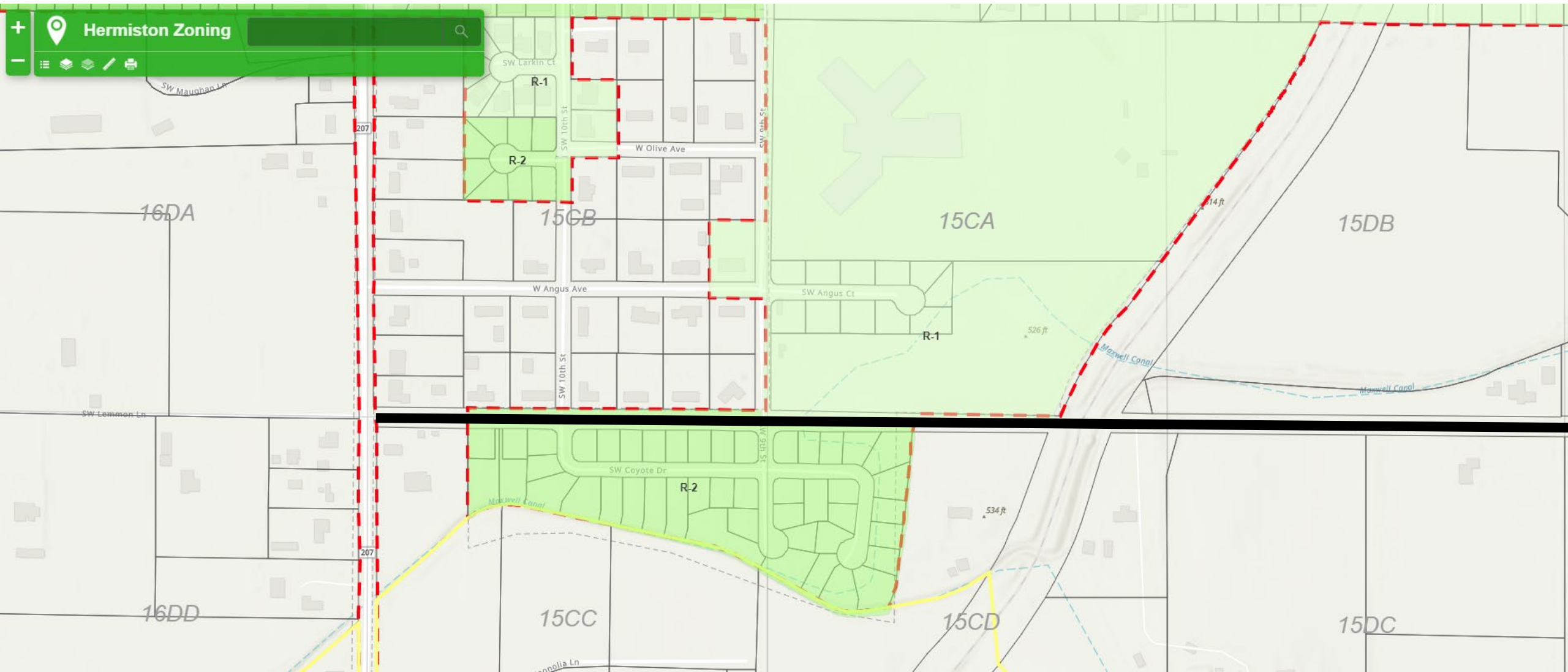
City Council - August 26, 2024



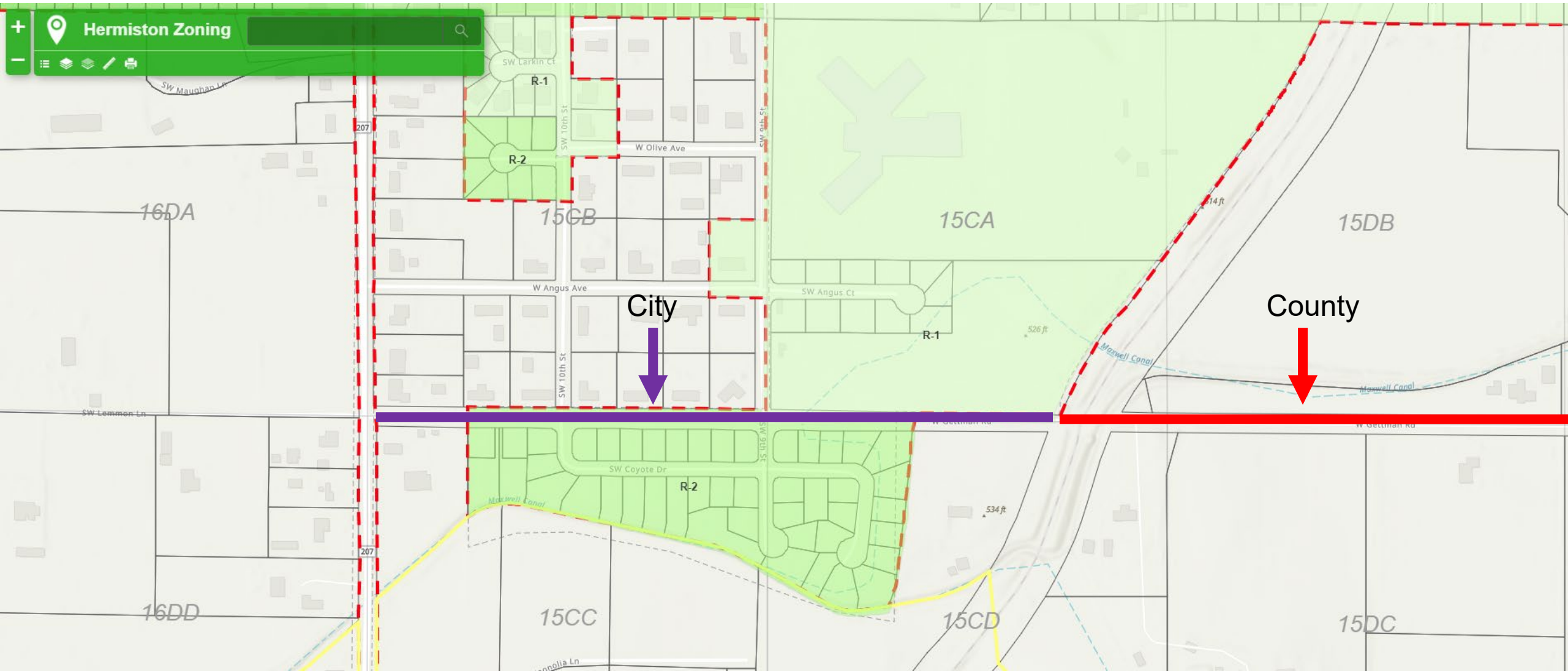
# GettmanJurisdiction



# Current Gettman Jurisdiction: All County



# Proposed Gettman Jurisdiction



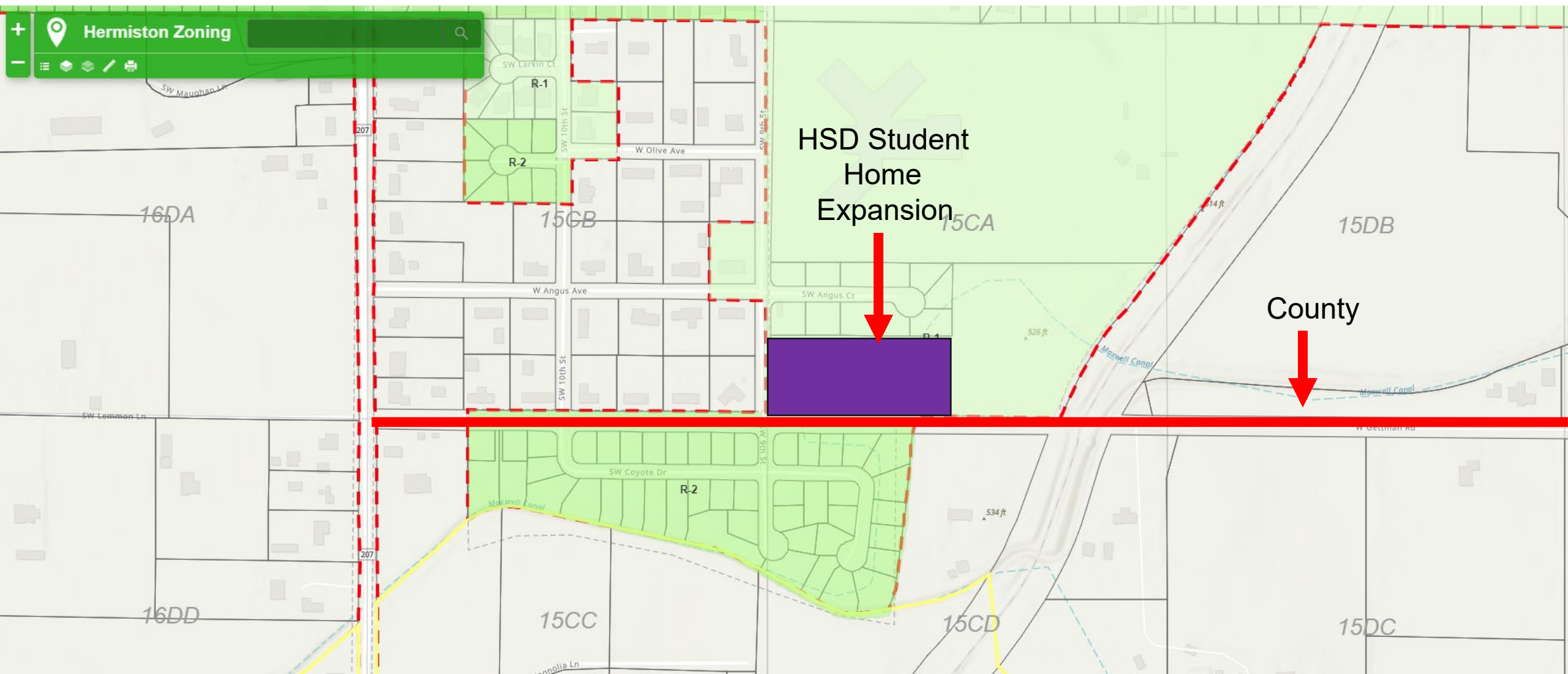


# Street Joint Management Agreement

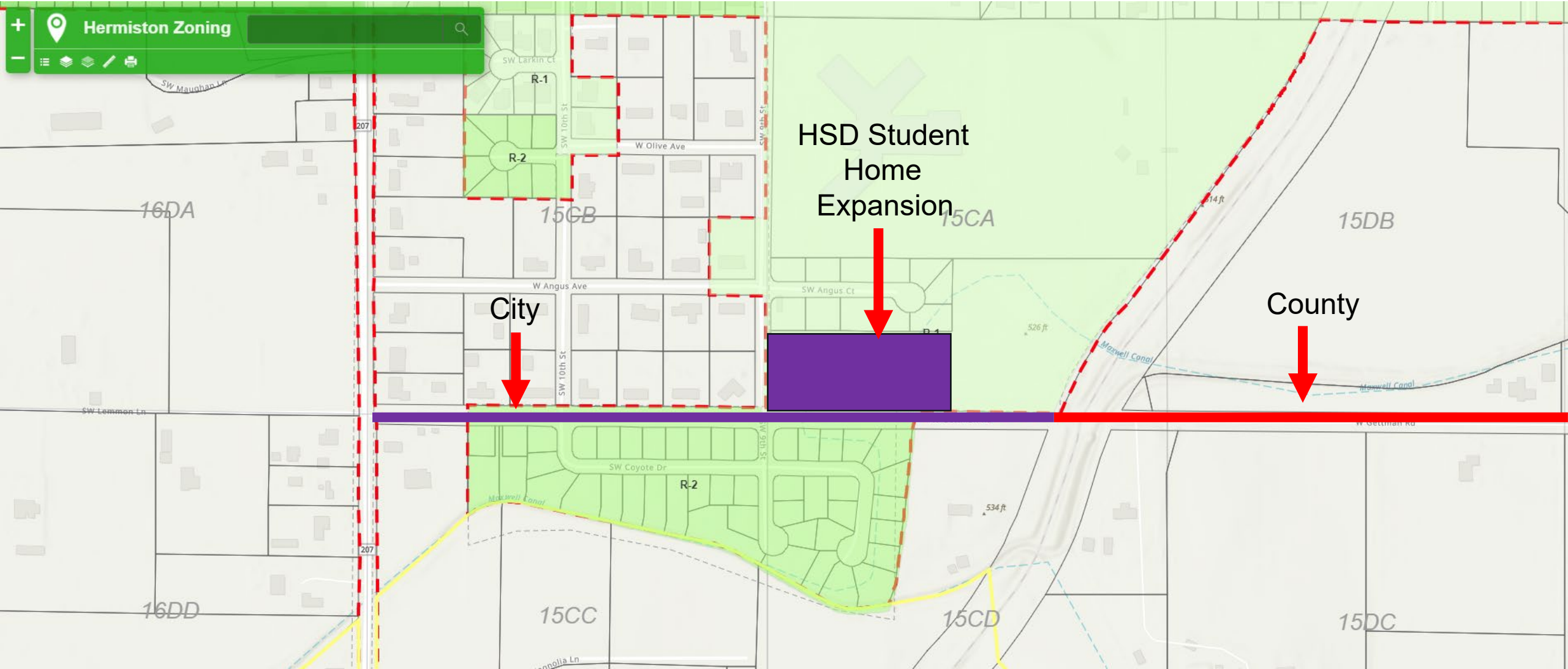
- County → City Transfer Requires
  - Curb, Gutter, Sidewalk, etc.
- Exception
  - ½ Mile or more
  - 2/3 of frontage is within City Limits



# Problem



# Recommendation: Exemption



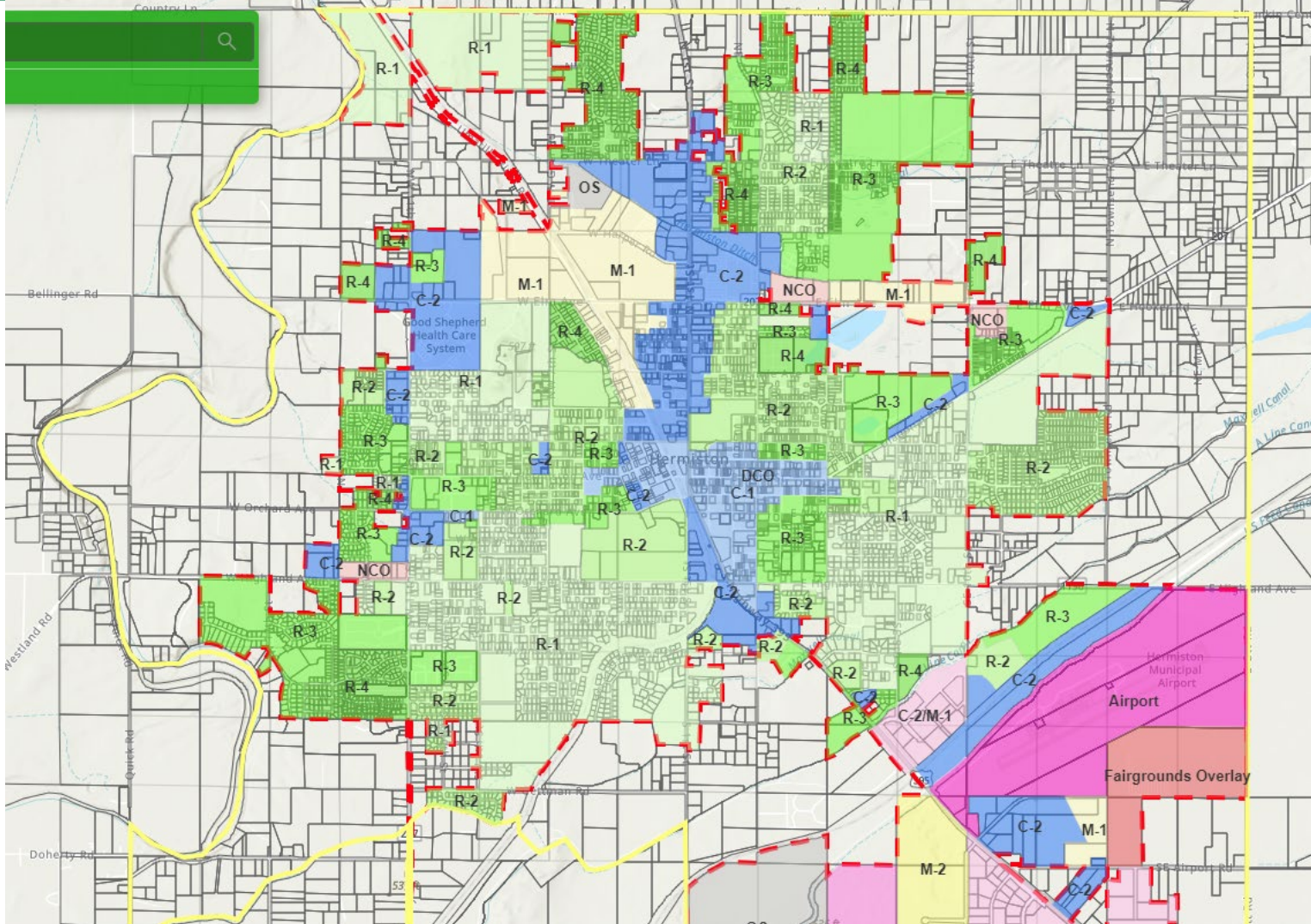


# Street Funding

- All City Street Maintenance Comes from State Gas Tax.
- Hermiston FY'24: \$1,582,000
  - \$77.89 per-capita
  - \$195/yr per Single Family Home
- County
  - Road Miles (gravel, chip seal, etc.)
  - Higher Level of Service Expected “in town”



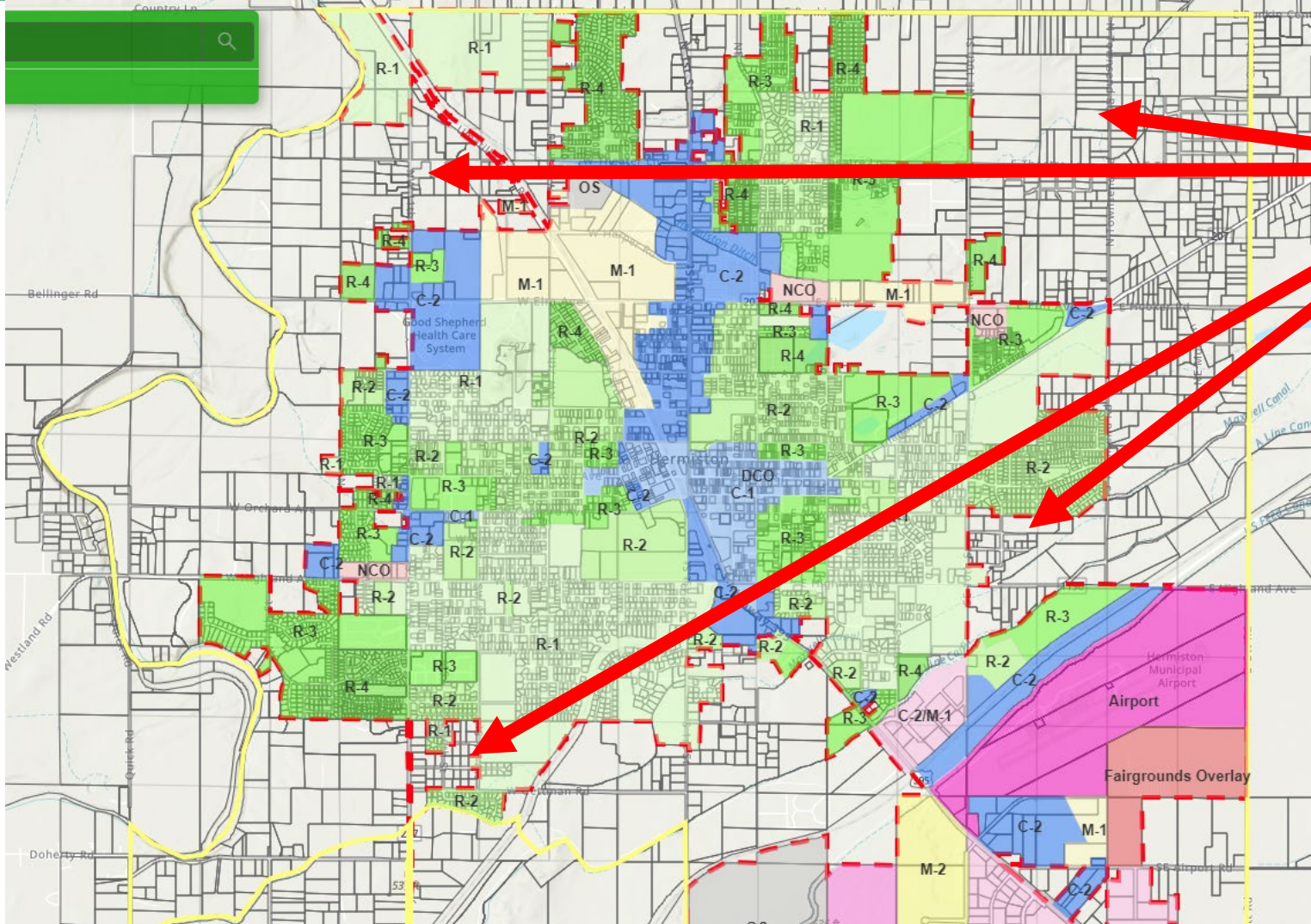
# Hermiston UGB Dynamic(2016)



- Hermiston City
  - 17,730
- Total UGB
  - 21,488



# Hermiston UGB Dynamic(2016)



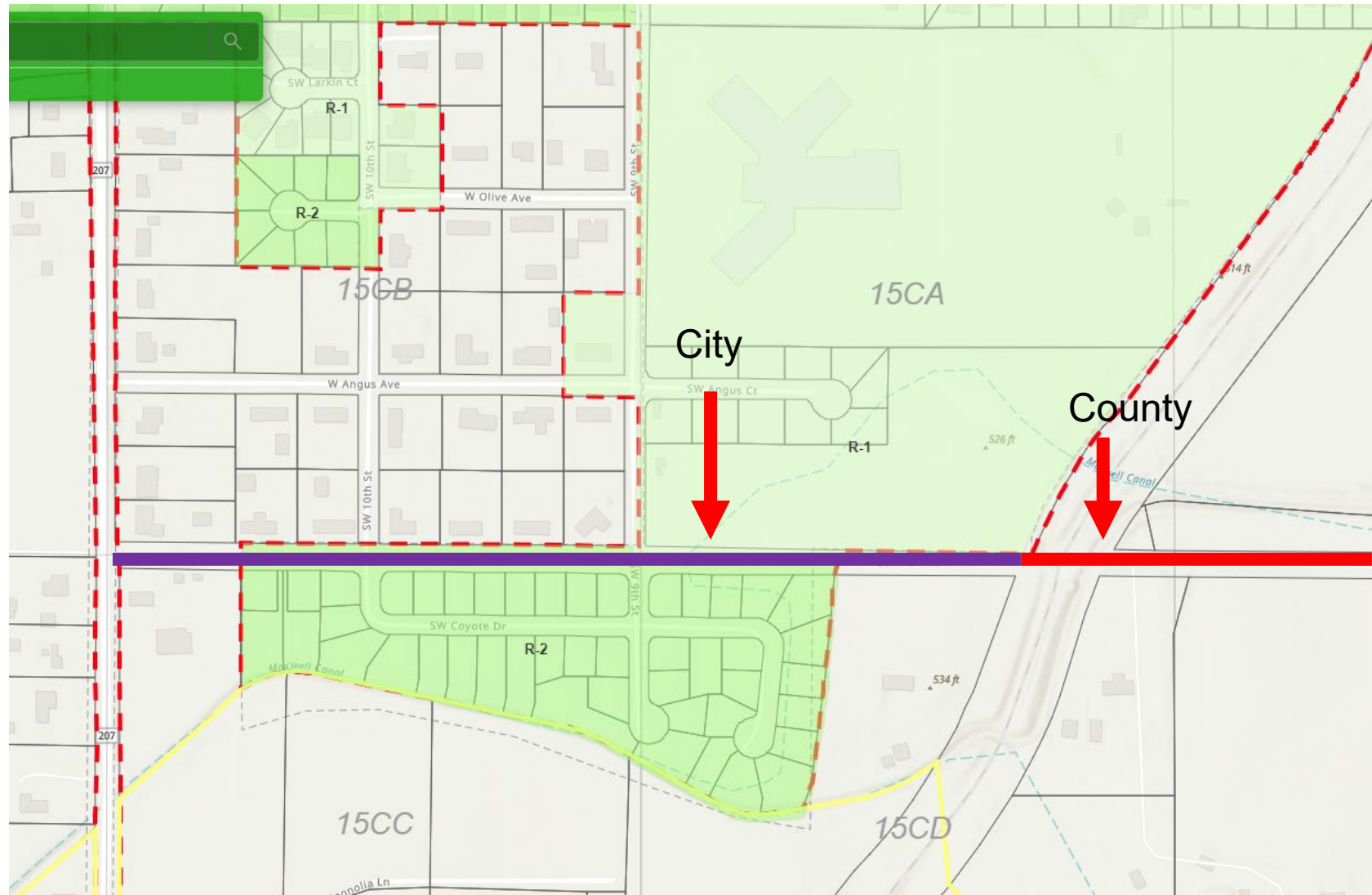
- “Donut Population”  
3,758

- Comparable Cities
  - Stanfield 2,130
  - Irrigon 1,900
  - Echo 705



# Why Specific Exemption?

- Distance
  - 0.42 Miles
- City Limits
  - 53%
- Threatened Housing Development
  - No Development
  - OR
  - No curb/Sidewalk





# Questions?

*Where Life is Sweet™*



# Monthly Financial Report

August 26, 2024



# Hermiston Urban Renewal Agency (HURA)

- North Hermiston Urban Renewal Area – Surveying of project area



# General Fund

- First month of 24-2025 fiscal year
- Monthly Revenues are above projections (~\$97,000)



# General Fund

- Monthly Expenses below projections by ~\$189,000
  - **Various departments are over budget**
    - Annual expenditures paid in July (Licenses, etc.)
    - Bulk of activity occurs seasonally (Pool, Recreation, Parks Maintenance, Harkenrider Center)
    - Bulk Purchases (Airport)



# Utility and Street Funds

- Actual expenses over Projected in Street, Utility and Regional Water Funds
  - Due to transfers



# Capital Projects

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



# Capital Projects

- Teen Adventure Park – Sidewalk Completed
- Hangar Replacement – Taxilane under construction
- IT Build-out – Completed minus light fixtures
- Harkenrider – Working on ceiling soundproofing, etc.
- EOTEC Barns expansion project complete



# Capital Projects

- The Arc – Waiting on windows and siding plan
- Public Safety Center
  - **Phase I Court Renovation on schedule**
  - **Phase II working on final numbers – Start date Oct. 1**





# Discussion Questions?

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