



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
For the Meeting of July 10, 2023

Title/Subject

Award Funding through the Transient Room Tax (TRT) Recreation Projects Grants.

Summary and Background

The Recreation Project Fund Advisory Committee met on June 20, 2023 to review eight proposals submitted for the 2023-24 allocation. Present at the meeting were Committee members Val Hoxie, Jeffrey Kelso, James Whalley, Roy Barron, and Helen Nevin; staff present was Brandon Artz and Kelly Schwirse. Budgeted in FY 23/24 for distribution is \$65,000 and the total application amount was \$72,338. Total amount in the TRT/Tourism reserve account is \$230,000 with a budgeted proposed revenue of \$72,000 for 23/24. Council can approve the recommended amount over the amount budgeted.

Application packets were sent to prior applicants and known parties of interest and made available on the City's website. The distribution criteria for applicants is as follows.

TRT Funding Criteria and Eligibility

- Total budgeted project fund allocation for 2023/2024 is \$65,000.
- Projects must be within the City of Hermiston.
- Applicants must have a non-profit tax status.
- Projects that benefit Hermiston through enhanced tourism, promotion, marketing, and lodging will be given highest consideration.
- Projects that benefit the greatest number of participants will be given greater consideration.
- Projects that represent a broad base of other support shall be given greater consideration.
- Funded projects are required to submit a breakdown of expenditures on how the funds were spent including receipts prior to reimbursement.

Applicants were allowed 10 mins to describe their project proposals and answer questions from the Committee. After review of the applications, the Committee discussed each proposal in detail and through consensus, settled on the award amounts in the following table.

The TRT Grants process usually involves a single committee recommendation. In May, the Grant RFPs were made public, giving applicants a one-month period to submit their

applications by June 2nd at 5:00pm. By the deadline, the committee received seven applications, and an additional application was received on June 8th, just before the June 20th TRT Presentation. The committee voted on whether to approve or disapprove the late application from the Hermiston Basketball Club for review. The committee decided to approve the application and include it with the on-time applications. Subsequently, the committee voted on whether to fund the project.

On June 21st, the day after the TRT Presentation Committee, two more applications were submitted. The Hermiston Cinco De Mayo group requested \$10,000, and the Hermiston Jr. Bulldogs Youth Football Club requested \$6,000. Both of these applications were 19 days overdue and have not been reviewed by the TRT Committee.

The TRT Recreation Projects Grants Committee officially recommends the following allocation of grant awards:

Applicant	Description	Request	Committee Award
Hermiston Downtown District	Annual flowerpot displays	\$6,875	\$6,875
HEROS Sportsplex	Funding for construction	\$15,000	\$15,000
Made to Thrive	Harrison Park basketball courts/cameras	\$15,000	\$15,000
Campus Life	Drop-In Center kitchen appliances	\$5,963	\$5,963
Hermiston Food Pod	Shade Structures & Tables	\$10,000	\$10,000
Inland Northwest Musicians	25 th Anniversary Concert	\$3,000	\$3,000
Hermiston Teen Adventure Park	Shade structure, drinking fountain	\$9,000	\$9,000
Hermiston Basketball Club	Tournament Awards	\$7,500	\$7,500
		Total Requested \$72,338	Total Recommended to be Awarded \$72,338

Tie-In to Council Goals

The awards of the TRT Recreation Projects Grants ties in to all four goals.

Goal 1 - Growing & Prosperous

Goal 3 - Sustainable

Goal 2 - Safe & Healthy

Goal 4 - Connected & Engaged

Fiscal Information

The Recreation Projects Funds project is identified in the 2023/2024 City Budget.

Alternatives and Recommendation

Alternatives

The City Council may choose to approve, deny, or modify the funding allocations recommended by the Committee.

Recommended Action/Motion

Motion to approve the TRT Recreation Projects funding allocations as recommended by the Committee.

Submitted By:

Brandon Artz, Parks & Recreation Director