

**UMATILLA CITY COUNCIL MEETING  
A G E N D A  
COUNCIL CHAMBERS  
AUGUST 07, 2018  
7:00 P.M.**

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**1. MEETING CALLED TO ORDER**

**2. ROLL CALL**

**3. PLEDGE OF ALLEGIANCE**

**4. APPROVAL OF AGENDA**

**5. PRESENTATION**

**6. APPROVAL OF MINUTES**

- 6.1 June 28, 2018 Executive Session *page 1*
- 6.2 July 03, 2018 *pages 2 -6*
- 6.3 July 17, 2018 Workshop *pages 7*

**7. PUBLIC COMMENT:** The Council will hear discussion of unannounced matters pertaining to community business. Council may discuss, but can take no action formally on items not placed on the published agenda. Comments are limited to five (5) minutes per person with a total time for this section being 30 minutes. Attendees are asked to refrain from interrupting the Council session unless the Mayor or Council member(s) specifically request clarification from an audience member.\*

**8. CONSENT AGENDA**

- 8.1 Paid Invoices
  - a. CRIS, Inc.(June) *page 10*
  - b. All Remaining Invoices *pages 8 – 26*
- 8.2 Paid Invoices
  - a. CRIS, Inc.(July) *page 30*
  - b. All Remaining Invoices *pages 27 - 45*

**9. COMMITTEE REPORTS**

- 9.1 Police Committee Report
  - a. July 12, 2018 Police Committee Minutes *pages 46 -47*
  - b. Emergency Response Plan *pages 48 – 55*
- 9.2 July 25, 2018 Personnel Committee Minutes *pages 56 - 57*

**10. UNFINISHED BUSINESS**

**11. NEW BUSINESS**

- 11.1 Liquor License Application – Doñita’s Tacos *pages 58 - 61*

11.2 Liquor License Application – TT’s Mini Mart, LC *pages 62 - 67*

11.3 Resolution No. 04-2019 – A Resolution Approving Inclusion of the City of Umatilla in the Animal Control Services District *pages 68 - 69*

11.4 Resolution No. 05-2019 – A Resolution Authorizing the City’s Participation in the League of Oregon Cities’ Pilot Program Providing Limited Free Legal Advice to Oregon Cities Located in Eastern Oregon *pages 70 - 76*

11.5 Resolution No. 06 -2019 - A Resolution Authorizing the Mayor to Sign a Letter Requesting Signage be added to the Interstate 82/395 Bridge *page 77*

11.6 Resolution No. 07-2019 – A Resolution Supporting the Umatilla River Front Advisory Council Effort for Conveyance of Federally Owed Lands along the Columbia and Umatilla Rivers to City Ownership *page 78*

11.7 Resolution No. 08-2019 – A Resolution Authorizing the Mayor to Sign an Improvement Agreement Between the City of Umatilla and Richard Wood, DBA Wood Construction and Development *pages 79 -84*

11.8 Adoption of City’s Mission Statement *page 85*

11.9 City Manager Recruitment –Authorize the Mayor to Approve an Application, Select City Residents to be Part of the Recruitment Committee, and Set a Due Date *page 86*

11.10 ZC-1-2018 - Public Hearing *pages 87 - 108*

11.11 Ordinance No. 830 – An Ordinance Amending Title Ten of the Municipal Code of the City of Umatilla to Adopt a New Definition, Modify the Zoning Regulations for the Single-Family Residential (R-1) and Medium Density Residential (R-2) Zones and Implementing Siting Standards for Accessory Dwelling Units *pages 109 - 115*

11.12 Resolution No. 09-2019 – A Resolution Authorizing the Mayor to Sign an Intergovernmental Agreement between Umatilla County and City of Umatilla. *Pages 116 - 118*

**14. CORRESPONDENCE**

**15. PUBLIC COMMENT:** \*See #7

**16. MAYOR’S MESSAGE**

**17. STAFF REPORT**

17.1 Manager’s Report *pages 119 -122*

**18. COUNCIL INFORMATION & DISCUSSION**

18.1 Prothman Recruitment for City Manager

- a. Citizen Application for City Manager Recruitment and Selection

**19. ADJOURN TO EXECUTIVE SESSION**

**20. RECONVENE**

**21. ADJOURN**

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**CITY OF UMATILLA  
EXECUTIVE SESSION  
JUNE 28, 2018**

**MEETING CALLED TO ORDER:** Mayor Dufloth called the meeting to order at 7:03 p.m.

**ROLL CALL**

**PRESENT:** Councilor Ray, Councilor Roxbury, Councilor Keith, Councilor Wheeler, Councilor Torres – Medrano, and Councilor TenEyck.

**STAFF PRESENT:** Attorney Spicerkuhn and Recorder Sandoval.

Mayor Dufloth called executive session at 7:04 p.m.

Council reconvened at 8:30 p.m.

Mayor Dufloth stated they would like to present a letter to Manager Pelleberg for his service to City of Umatilla.

**ADJOURN:** It was moved by Councilor Ray to adjourn the meeting. The motion was seconded by Councilor Torres – Medrano. Voted: 6-0. Motion carried unanimously. Meeting adjourned at 8:37 p.m.

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Daren Dufloth - Mayor

ATTEST:

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Nanci Sandoval – City Recorder

**CITY OF UMATILLA  
COUNCIL MEETING  
July 03, 2018**

1. **CALLED TO ORDER:** Mayor Dufloth called the regular council meeting to order at 7:00pm.
2. **ROLL CALL**  
**PRESENT:** Councilor Keith via conference call, Councilors Roxbury, Ray, Wheeler, Torres – Medrano, and TenEyck.  
**STAFF PRESENT:** Recorder Sandoval, Manager Pelleberg, Rec Planner Tsui, Public Works Director Barron, Planner Seitz, Community Development Director Mabbott, Community Development Coordinator Horn, Attorney SpicerKuhn, and Chief Huxel.
3. **PLEDGE OF ALLEGIANCE:** Pledge of allegiance was recited at 7:02pm.
4. **APPROVAL OF AGENDA:** It was moved by Councilor Torres - Medrano to approve the agenda. The motion was seconded by Councilor Wheeler. Voted: 6-0. Motion carried unanimously.
5. **PRESENTATION:**  
5.1 There was a presentation by Caryn Appler on the Energy Trust of Oregon. She explained that Energy Trust was an independent nonprofit organization, serving 1.6 million customers of Portland General Electric, Pacific Power, NW Natural, Cascade Natural Gas, and Avista. She talked about their Heat Pump On-Bill Repayment program. She talked about Energy-Saving Actions, which allowed up to a \$10,000 loan to be repaid on the utility bill for homeowners in Oregon.  
  
5.2 Amy Word, presented on the Umatilla County Animal Control District. They were seeking to form a special district. They wanted the Council's consent to allow citizens to vote on the formation of the county service district at the rate of \$ 0.10 per \$1000 assessed value tax.
6. **APPROVAL OF MINUTES:** It was moved by Councilor Torres - Medrano to approve minutes for June 19, 2018 and July 19, 2018 workshop. The motion was seconded by Councilor Ray. Voted: 6-0. Motion carried unanimously.
7. **PUBLIC COMMENT:**  
7.1 James Magoteaux – Mr. Magoteaux let the Council know he had lived on Southshore Drive for about 25 years. He was a businessman with 5 businesses in the area. He talked about a flyer that had been given to him. It explained that there was a group working on what the Corp of Engineers took away from the City, but he was also hearing that the City was trying to take away what the Corp of Engineers took away from the Southshore Drive owners, and had nothing to do with the City way back then or even today. It is something that is dear to him because he has been there 25 years and has 5 homes there.

Mayor Dufloth explained that it was something that was being worked on by an individual group. It was not by the City, but it may be supported by the City at a later date.

Manager Pelleberg stated that Mr. Magoteaux should reach out the folks who were involved with the group.

8. **CONSENT AGENDA:** None.

9. **COMMITTEE REPORTS:** Mayor Dufloth reassigned the standing council committees with terms to expire on December 31, 2018.

9.1 Standing Council Committees

- a. Personnel - Chair Councilor TenEyck with Councilor Ray
- b. Community Development – Chair Councilor Wheeler with Councilor Torres -Medrano
- c. Finance – Chair Councilor Roxbury with Councilor Keith
- d. Public Works – Chair Councilor Ray with Councilor Roxbury
- e. Police – Chair Councilor Torres – Medrano with Councilor TenEyck
- f. Information Technology - Chair Councilor Keith with Councilor Wheeler

10. **UNFINISHED BUSINESS:** None.

11. **NEW BUSINESS:**

11.1 Community Development Grant Amendment – Alanis Auto Detail – Community Development Director Mabbott explained Mr. Jose Alanis had turned in an amended community development grant.

Community Development Coordinator Horn explained Mr. Alanis had originally submitted the application for façade and landscaping/irrigation improvements. He completed the façade work and submitted the supporting documentation to be reimbursed for 50% of the total. As a result of the need to purchase a storage unit, he did not complete the landscaping/irrigation.

It was moved by Councilor TenEyck to approve the amended community development grant. The motion was seconded by Councilor Wheeler. Voted: 5-1-0. Councilor TenEyck voted against the motion. Motion carried.

It was moved by councilor TenEyck to approve the amended grant in the amount of \$1,875. The motion was seconded by Councilor Ray. Voted: 2-4. Councilor Keith and Councilor Torres-Medrano voted for the motion. Councilor Roxbury, Councilor Ray, Councilor Wheeler and Councilor TenEyck voted against the motion. Motion failed.

11.2 Resolution No. 01-2019 – A Resolution in Support of the Community Service Fee Distribution Formula Approved by Umatilla County for the VADATA Center McNary/Bonney Sites – It was moved by Councilor TenEyck to approve Resolution No. 01-2019 – A Resolution in Support of the Community Service Fee Distribution Formula Approved by Umatilla County for the VADATA Center McNary/Bonney Sites. The motion was seconded by Councilor Wheeler. Voted: 6-0. Motion carried unanimously.

11.3 Resolution No. 02-2019 – A Resolution Authorizing the Mayor to Sign a Five Year Enterprise Zone Agreement with a Ratified Effective Date of February 7, 2017 with VADATA for Extended Property Tax Abatement Under the Enterprise Zone Provisions of Oregon Revised Statutes 285C.050 to 285C.250 – It was moved by Councilor Torres - Medrano to approve Resolution No. 02-2019 - A Resolution Authorizing the Mayor to Sign a Five Year Enterprise Zone Agreement with a Ratified Effective Date of February 7, 2017 with VADATA for Extended Property Tax Abatement Under the Enterprise Zone Provisions of Oregon Revised Statutes 285C.050 to 285C.250. The motion was seconded by Councilor Ray. Voted: 6-0. Motion carried unanimously.

11.4 Resolution No. 03- 2019 – A Resolution Authorizing the Mayor to Sign a Letter Requesting Transfer of Tax Lot 5500 of Assessor’s Map5N 28 17AD to the City of Umatilla – It was moved by Councilor TenEyck to approve Resolution No. 03- 2019 – A Resolution Authorizing the Mayor to Sign a Letter Requesting Transfer of Tax Lot 5500 of Assessor’s Map5N 28 17AD to the City of Umatilla. Motion was seconded by Councilor Torres – Medrano. Voted: 6-0. Motion carried unanimously.

11.5 Accept City Manager Pelleberg’s Resignation and Remove as Signatory from All City Bank Accounts – It was moved by Councilor Ray to accept City Manager Pelleberg’s resignation and remove him as a signatory from all city bank accounts. The motion was seconded by Councilor Torres – Medrano. Voted: 6-0. Motion carried unanimously.

11.6 Appoint Interim City Manager and Add as Signatory on All City Bank Accounts – It was moved by Councilor Ray to table the appointment of interim city manager until after executive session. The motion was seconded by Councilor Wheeler. Voted: 6-0. Motion carried unanimously.

**12. CORRESPONDENCE:**

12.1 Letter to City Manager Pelleberg - Mayor Dufloth wished Manager Pelleberg good luck on his future endeavors. The City Council had a letter for Manager Pelleberg.

**13. PUBLIC COMMENT:** None.

**14. MAYOR’S MESSAGE:** Tomorrow was Fourth of July, and it was funny how it is on the cusps of a huge transition. He reminded the audience that they are just human and they were doing the best they could. He asked the community to be patient.

**15. STAFF REPORT:**

Manager Pelleberg stated we had gone over everything in the staff report. He wanted to take the time to thank the staff who worked for him. In the two and half years of him being city manager revenues had increased without having to raise taxes. A lot of the utility projects and street projects that were being funded were going to help this town grow. He wanted to thank everyone for being supportive.

**16. COUNCIL INFORMATION & DISCUSSION:**

16.1 Councilor Keith – Let Manager Pelleberg know he did an amazing job.

16.2 Councilor Roxbury – We have had city managers in the past and we will have city managers in the future, but he was unsure if he could point to one who had moved the bar as far as Manager Pelleberg had. He believed Manager Pelleberg had done a lot more than anyone they have had in quite a while. Councilor Roxbury has lived in Umatilla since 1968. Everyone has always talked about how Umatilla needs to grow. We need to develop. We need to do this. We need to do that. We need to be up front, and now we are finally growing and experiencing some growing pains. Everyone is acting surprised, but this is as predictable as the sunrise. When things start going good, and the money starts rolling in, everyone and their brother is going to have an opinion on how the money should be spent. We are just trying to do the best we can.

16.3 Councilor Ray – Councilor Ray asked if the Sixth Street Project was still on hold.

Manager Pelleberg stated the project was still moving forward, we were just waiting to get a full report on all the expenditures. We need to talk to some funding folks and it will be in front of the council soon. We have time.

Councilor Ray stated he read Umatilla had three 9-1-1 calls about fireworks. We needed to do something about the fireworks. Cities around us were cracking down. We needed to get a plan together. He really appreciated the presentation by the Energy Trust of Oregon. He would like to sit down with Ms. Appler and ask more questions. He also appreciated the animal control district. He wished Manager Pelleberg good luck.

16.4 Councilor Wheeler – She was very excited for the growth to come. She has lived in Umatilla for almost 10 years now. It was exciting to see the physical labor come to fruition.

16.5 Councilor Torres – Medrano – She wanted to touch a little bit on freedom. It looks a little different to people. She owed it to her community to bring it up. Recently, there have been things nationally that disturb the peace in some of our communities. She was talking about immigration. A few weeks ago she went to the farmers market in Hermiston, there was a huge banner placed in the parking lot that stated let’s make Hermiston great again. To a lot of people it’s just a slogan, but to some members of our community it is threatening. There was a Facebook group named Umatilla Great Again. She believed this Facebook group sent out the wrong message to at least half of our residents. We should keep in mind the message we send out with social media.

16.6 Councilor TenEyck – Councilor TenEyck thanked Manager Pelleberg for his service and for getting the big ball rolling. He cautioned everyone and asked the community not to start fires. He has stated this numerous times and wanted to reiterate it again, put the phone down when you’re driving. There is nothing worth dying for that can’t wait while you’re driving.

17. **ADJOURN TO EXECUTIVE SESSION:** Mayor Dufloth adjourned to executive session pursuant to ORS 192.660(2)(a) to consider the employment of a public officer, employee, staff member or individual agent, and ORS 192.660 (2)(n) to conduct labor negotiations at 8:26pm.
18. **RECONVENE:** Mayor Dufloth reconvened to regular council meeting at 9:03pm. It was moved by Councilor Roxbury to appoint Tamra Mabbott as the interim city manager with a 5% salary increase. The motion was seconded by Councilor Wheeler. Voted: 4-2. Councilor Torres – Medrano and Councilor TenEyck voted against the motion. Motion carried.

It was moved by Councilor Roxbury to honor Manager Pelleberg’s contract and pay the one-month salary severance pay. The motion was seconded by Councilor TenEyck. Voted: 6-0. Motion carried unanimously.

Mayor Dufloth explained Community Development Director Mabbott would assume interim city manager duties effective July 14, 2018.

Councilor Ray explained it was one of the hardest decisions they have had to make. They looked at every angle possible. He thanked everyone for their patience and hopes they’ve made the right decision.



19. **ADJOURN:** The next regular meeting will be held on August 07, 2018 at 7:00pm. It was moved by Councilor Roxbury to adjourn the meeting. The motion was seconded by Councilor Torres - Medrano. Voted: 6-0. Motion carried unanimously. Meeting adjourned at 9:11 pm.

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Daren Dufloth, Mayor

ATTEST:

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Nanci Sandoval, City Recorder

**CITY OF UMATILLA  
WORKSHOP  
JULY 17, 2018**

**1. MEETING CALLED TO ORDER:** Mayor Dufloth called the meeting to order at 6:29 p.m.

**2. ROLL CALL**

**PRESENT:** Councilor Ray, Councilor Wheeler, Councilor Roxbury. Mayor Dufloth declared himself as a member of the body for quorum. Councilor Keith arrived at 6:52 p.m.

**ABSENT:** Councilor TenEyck and Councilor Torres – Medrano.

**STAFF PRESENT:** Chief Huxel, Deputy City Manager Ince, Community Development Coordinator Horn, Interim City Manager Mabbott, Planning and Code Specialist Coffey, Planner Seitz, Public Works Director Barron, and Recorder Sandoval.

**3. DISCUSSION ITEMS:**

**3.1 Training with Jennifer McClure Spurgeon**

Follow up to February Goal and Team Building Workshop

Goals and Expectations of Council and Staff during Interim City Manager Period

Ms. McClure Spurgeon recapped the council retreat held on February 27, 2018. She handed out two documents, one was titled “Taking Charge of Change” and the other was the executive summary of the City of Umatilla Retreat.

She also gave a brief lesson on communication. She went over the DiSC Assessment Tool, and explained that D stood for dominance, I stood for influence, S stood for steadiness, and C stood for contentiousness.

**3.2 Presentation by Mark Seder –** At the request from staff, this was moved to the August 21, 2018 workshop.

**3.3 Recruitment Process and Expectation for City Manager Discussion**

Steve Worthington was videoed in at 7:10 p.m. Council took the opportunity to ask questions and receive information on how the recruitment timeline and process were going to be handled. Council also expressed their concerns and were able to

**4. ADJOURN:** Mayor Dufloth adjourned at 8:13 p.m.

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Daren Dufloth - Mayor

ATTEST:

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Nanci Sandoval – City Recorder

Report Criteria:  
Detail report type printed

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
<b>9</b>							
9	A-1 Industrial Hose & Supply	73048	Water Dept Plant Maintenance	05/02/18	118.79	41699	06/08/18
		74737	Water Dept Plant Maintenance	05/11/18	52.97	41699	06/08/18
		75485	Water Dept Plant Maintenance	05/16/18	89.73	41699	06/08/18
	Total 9:				261.49		
<b>26</b>							
26	AgSource Laboratories	09516796	BOD AND SOLIDS TEST	05/01/18	76.85	41775	06/19/18
		90516797	BOD AND SOLIDS TEST	05/01/18	76.85	41775	06/19/18
		90526801	BOD AND SOLIDS TEST	05/09/18	76.85	41775	06/19/18
		90550084	BOD AND SOLIDS TEST	05/12/18	76.85	41775	06/19/18
		90550085	BOD AND SOLIDS TEST	05/16/18	76.85	41775	06/19/18
		90550086	BOD AND SOLIDS TEST	05/29/18	76.85	41775	06/19/18
	Total 26:				461.10		
<b>34</b>							
34	All American Heating and Coolin	9651	Repair Police Dept Air Conditioning	05/11/18	430.00	41704	06/08/18
	Total 34:				430.00		
<b>54</b>							
54	Andrews Sewer & Drain Service	6090	Marina - Bathroom Maintenance	06/05/18	195.00	41776	06/19/18
	Total 54:				195.00		
<b>59</b>							
59	Aramark Uniform Services, Inc.	863438216	Cleaning Svs	05/10/18	132.48	41705	06/08/18
		863438218	Mats & Towels	05/10/18	94.78	41705	06/08/18
		863458723	Cleaning Svs	05/24/18	132.48	41705	06/08/18
		863458725	Mats & Towels	05/24/18	94.78	41705	06/08/18
	Total 59:				454.52		
<b>92</b>							
92	Banner Bank Mastercard	2418MAY18	AMAZON-GUN SIGHT	05/24/18	160.99	41707	06/08/18
		2418MAY18	AMAZON OFFICE SUPPLIES	05/24/18	106.26	41707	06/08/18
		2418MAY18	CARROT TOP FLAG POLE ROPE	05/24/18	27.60	41707	06/08/18
		2418MAY18	TLO TRANSUNION	05/24/18	150.00	41707	06/08/18
		2418MAY18	SKILLPATH	05/24/18	447.00	41707	06/08/18
		2418MAY18	GAMBLE GRADUATION - DINNER	05/24/18	190.45	41707	06/08/18
		2418MAY18	AMAZON- TRAUMA				



Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 136:					264.04		
<b>199</b>							
199	Canon Solutions America, Inc	122222530	City Hall Copy Machine Repairs	05/17/18	401.12	41709	06/08/18
Total 199:					401.12		
<b>214</b>							
214	Cascade Natural Gas Corp.	CITYHALLM	Natural Gas New City Hall	05/24/18	3.64	41710	06/08/18
		CITYHALLM	Natural Gas New City Hall	05/24/18	3.64	41710	06/08/18
		CITYHALLM	Natural Gas New City Hall	05/24/18	3.66	41710	06/08/18
		DRAPERMA	Natural Gas Draper Street	05/24/18	4.19	41710	06/08/18
		SEWERMAY	Natural Gas Sewer Plant	05/24/18	19.52	41710	06/08/18
Total 214:					34.65		
<b>222</b>							
222	Center Point Large Print	1590035	Large Print Books for Library	06/01/18	182.76	41780	06/19/18
Total 222:					182.76		
<b>226</b>							
226	CenturyLink	0453MAY18	Police Dept T31 Line	05/25/18	95.00	41711	06/08/18
Total 226:					95.00		
<b>266</b>							
266	Columbia Electric Supply	5858-408526	Replacement Battery	06/05/18	1,258.84	41782	06/19/18
Total 266:					1,258.84		
<b>273</b>							
273	Commercial Tire	228797	Police Dept Vehicle Maintenance	05/10/18	63.00	41783	06/19/18
		228888	Street Dept Equip Operation - Galion Grader	05/12/18	248.40	41783	06/19/18
		229242	Police Dept Vehicle Maintenance	05/23/18	1,100.79	41783	06/19/18
		229537	Police Dept Vehicle Maintenance	05/31/18	605.81	41783	06/19/18
		229573	Parks Dept Equip Repair	05/31/18	212.20	41783	06/19/18
Total 273:					2,230.20		
<b>300</b>							
300	Creative Product Source, Inc.	CPI070931	Coloring Books for Library	03/21/18	203.22	41712	06/08/18
Total 300:					203.22		
<b>302</b>							
302	CRIS Inc.	053118-M	Contract Service				

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
			Agreement	05/31/18	12,500.00	41713	06/08/18
		053118-M	SUPPLIES	05/31/18	101.98	41713	06/08/18
	Total 302:				12,601.98		
<b>304</b>							
304	Crown Paper & Janitorial	242501	Marina - Janitorial Supplies	05/07/18	1,296.30	41714	06/08/18
		243294	Marina - Janitorial Supplies	05/22/18	64.06	41714	06/08/18
	Total 304:				1,360.36		
<b>308</b>							
308	Crystal Springs	9262940053	Water for Police Department	05/30/18	44.50	41715	06/08/18
	Total 308:				44.50		
<b>388</b>							
388	Duke's Auto Plus	11411	Police Dept Vehicle Maintenance	06/01/18	135.00	41717	06/08/18
		11422	Auto Repairs 06 F-150 Code Vehicle	06/08/18	820.00	41784	06/19/18
	Total 388:				955.00		
<b>397</b>							
397	Dynamic Computer Consulting, I	12275	Proof Point Security monthly	05/31/18	231.12	41718	06/08/18
		12373	Computer & Network Services	05/31/18	60.00	41718	06/08/18
		12373	Computer & Network Services	05/31/18	345.00	41718	06/08/18
		12373	Computer & Network Services	05/31/18	60.00	41718	06/08/18
	Total 397:				696.12		
<b>400</b>							
400	East Oregonian	33318	Notice of Planning Commission	05/12/18	10.00	41785	06/19/18
		33328	Notice of Planning Commission	05/13/18	274.32	41785	06/19/18
		34165	2ND BUDGET NOTICE	05/30/18	810.81	41785	06/19/18
		34305	Notice of Supplemental	05/31/18	569.52	41785	06/19/18
	Total 400:				1,664.65		
<b>405</b>							
405	Eastern Oregon Telecom, LLC	8743MAY18	Telephone/Fiber Services	05/14/18	641.65	41719	06/08/18
		8743MAY18	Marina Tech Support/Phone Install	05/14/18	225.21	41719	06/08/18
		8743MAY18	Telephone/Fiber Services	05/14/18	50.48	41719	06/08/18
		8743MAY18	Telephone/Fiber Services	05/14/18	321.06	41719	06/08/18
		8743MAY18	Telephone/Fiber Services	05/14/18	430.16	41719	06/08/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		8743MAY18	Telephone/Fiber Services	05/14/18	151.48	41719	06/08/18
		8743MAY18	Telephone/Fiber Services	05/14/18	242.67	41719	06/08/18
		8743MAY18	Telephone/Fiber Services	05/14/18	318.33	41719	06/08/18
		8743MAY18	Police Dept Phone System	05/14/18	9,814.00	41719	06/08/18
		8743MAY18	Marina Fiber Upgrades	05/14/18	17,013.00	41719	06/08/18
		EOT-2360	REPAIR OF CABLE	05/30/18	388.45	41719	06/08/18
	Total 405:				29,596.49		
<b>428</b>							
	428 Engraving Specialties	7496	Plaques for Police Dept	05/16/18	139.80	41720	06/08/18
	Total 428:				139.80		
<b>456</b>							
	456 FEI #3011 Waterworks	0653909	WATER DEPT MAINTENANCE	05/04/18	160.05	41721	06/08/18
	Total 456:				160.05		
<b>494</b>							
	494 G & S Tire Factory	1-86686	Park Dept Equip Maint	05/25/18	214.27	41722	06/08/18
	Total 494:				214.27		
<b>554</b>							
	554 Gotcha Covered	137702	Cleaning Services	06/01/18	443.84	41724	06/08/18
		137702	Cleaning Services	06/01/18	383.98	41724	06/08/18
		137702	Cleaning Services	06/01/18	383.98	41724	06/08/18
		137702	Cleaning Services	06/01/18	248.20	41724	06/08/18
	Total 554:				1,460.00		
<b>560</b>							
	560 Grainger	9810695768	Sewer Supplies	06/06/18	130.98	41787	06/19/18
	Total 560:				130.98		
<b>587</b>							
	587 H.D. Fowler Company	I4809035	8TH ST EXTENSION	05/01/18	4,934.20	41726	06/08/18
		I4819444	8TH ST EXTENSION	05/10/18	293.99	41726	06/08/18
		I4819445	Water Dept Supplies Meters etc	05/10/18	250.56	41726	06/08/18
		I4837903	Water Dept Supplies Meters etc	05/29/18	60.00	41726	06/08/18
	Total 587:				5,538.75		
<b>623</b>							
	623 Heller & Sons Dist., Inc.	0003910-IN	Waste	05/21/18	14.00	41727	06/08/18
		0052545-IN	Sewer Dept Supplies	05/02/18	242.11	41727	06/08/18
		0104704-IN	Fuel/Diesel for Marina Resale	05/17/18	7,945.00	41727	06/08/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		CL08833-IN	Gasoline for Police Cars	05/31/18	2,099.91	41727	06/08/18
		CL08834-IN	Gas for Public Works Vehicles	05/31/18	610.97	41727	06/08/18
		CL08834-IN	Gas for Public Works Vehicles	05/31/18	997.33	41727	06/08/18
		CL08834-IN	Gas for Public Works Vehicles	05/31/18	395.34	41727	06/08/18
		CL08834-IN	Gas for Public Works Vehicles	05/31/18	991.33	41727	06/08/18
	Total 623:				<u>13,295.99</u>		
<b>627</b>							
627	Hermiston Auto Parts, Inc.	647-571579	Police Dept - Equip Operation	04/30/18	7.29	41728	06/08/18
		647-571688	Sewer Dept Equip Maintenance	05/02/18	28.61	41728	06/08/18
		647-571815	Street Equipment Maintenance	05/04/18	255.25	41728	06/08/18
		647-571979	Street Equipment Maintenance	05/04/18	2.88	41728	06/08/18
		647-572090	Sewer Dept Equip Maintenance	05/10/18	18.34	41728	06/08/18
		647-572313	Street Equipment Maintenance	05/16/18	99.13	41728	06/08/18
		647-572322	Street Equipment Maintenance	05/16/18	79.67	41728	06/08/18
		647-572450	Water Equip Maintenance	05/18/18	97.90	41728	06/08/18
		647-572662	Sewer Dept Equip Maintenance	05/23/18	4.69	41728	06/08/18
		647-572760	Water Equip Maintenance	05/25/18	133.89	41728	06/08/18
		647-572839	Street Equipment Maintenance	05/29/18	69.27	41728	06/08/18
		647-572839	Water Equip Maintenance	05/29/18	69.28	41728	06/08/18
		647-572843	Water Equip Maintenance	05/29/18	.43	41728	06/08/18
		762197	Sewer Dept Equip Maintenance	05/02/18	11.08	41728	06/08/18
	Total 627:				<u>679.45</u>		
<b>637</b>							
637	Hermiston Quicky Lube	422225	Oil Change 2013 Charger	05/18/18	42.95	41729	06/08/18
	Total 637:				<u>42.95</u>		
<b>648</b>							
648	High Performance Signs	22489	Decals for Code Enforcement	06/06/18	150.00	41788	06/19/18
	Total 648:				<u>150.00</u>		
<b>659</b>							
659	Home Depot Credit Services	4045475	Water Dept Maintenance Supplies	05/04/18	106.83	41731	06/08/18
		5101771	MAINTENANCE - CITY				



Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
			HALL	04/23/18	7.86	41731	06/08/18
		7102426	Street Equip Maint	05/01/18	144.49	41731	06/08/18
		9103238	Park Maintenance	05/09/18	40.06	41731	06/08/18
	Total 659:				299.24		
<b>675</b>							
675	HRA VEBA Trust Contributions	CLAUSTRO2	YA440 - CLAUSTRO	06/18/18	300.00	41789	06/19/18
	Total 675:				300.00		
<b>685</b>							
685	IDEXX Distribution Corp.	3031668981	Collert Testing Supplies	05/23/18	378.14	41734	06/08/18
	Total 685:				378.14		
<b>693</b>							
693	Ingram	34426215	Library Books	05/01/18	17.40	41735	06/08/18
		34426216	Library Books	05/01/18	16.20	41735	06/08/18
		34426217	Library Books	05/01/18	103.12	41735	06/08/18
		34466394	Library Books	05/03/18	34.59	41735	06/08/18
		34545272	Library Books	05/08/18	16.80	41735	06/08/18
		34545273	Library Books	05/08/18	16.20	41735	06/08/18
		34545274	Library Books	05/08/18	15.59	41735	06/08/18
		34545275	Library Books	05/08/18	32.99	41735	06/08/18
		34657978	Library Books	05/15/18	17.39	41735	06/08/18
		34657979	Library Books	05/15/18	19.20	41735	06/08/18
		34657980	Library Books	05/15/18	76.16	41735	06/08/18
		34717397	Library Books	05/18/18	16.77	41735	06/08/18
		34774414	Library Books	05/22/18	18.00	41735	06/08/18
		34774415	Library Books	05/22/18	9.59	41735	06/08/18
		34879348	Library Books	05/30/18	16.79	41735	06/08/18
		34879349	Library Books	05/30/18	17.40	41735	06/08/18
		34879350	Library Books	05/30/18	16.19	41735	06/08/18
		DISCMAY18	Discount Available	05/31/18	4.55-	41735	06/08/18
	Total 693:				455.83		
<b>720</b>							
720	James C. Fulper dba Health Opt	77709	Police Physicals- CLAUSTOR	05/30/18	231.00	41737	06/08/18
	Total 720:				231.00		
<b>746</b>							
746	Jones-Scott co.	40948	RIPRAP-STREET MAINT	06/04/18	165.74	41791	06/19/18
		40978	Gravel for parking lot - Marina	06/11/18	293.27	41791	06/19/18
	Total 746:				459.01		
<b>768</b>							
768	Kids Reference Co.	KRC03-6914	Books for Library	03/20/18	111.92	41739	06/08/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 768:					111.92		
<b>770</b>							
770	KIE Supply Corp	376348	Marina Maintenance Supplies	04/26/18	75.40	41740	06/08/18
		387469	Park Maintenance	05/03/18	129.65	41740	06/08/18
		387469-1	Park Maintenance	05/04/18	61.37	41740	06/08/18
		388766	Water Dept Maintenance	05/07/18	15.44	41740	06/08/18
		391746	Marina Maintenance Supplies	05/11/18	2.72	41740	06/08/18
		394157	Marina Maintenance Supplies	05/16/18	263.11	41740	06/08/18
		394961	Sewer Dept Maintenance	05/17/18	40.06	41740	06/08/18
		395790	Marina Maintenance Supplies	05/18/18	153.18	41740	06/08/18
		396252	Park Maintenance	05/21/18	143.90	41740	06/08/18
		396252-1	Park Maintenance	05/25/18	22.00	41740	06/08/18
Total 770:					906.83		
<b>778</b>							
778	Kopacz Nursery & Florist	5194	ARBOR DAY TREE PLANTING KIWANIS PARK	04/27/18	176.85	41743	06/08/18
		5199	ARBOR DAY TREE GIVEAWAY	04/28/18	330.00	41743	06/08/18
Total 778:					506.85		
<b>780</b>							
780	Krogh, Theresa	MAY18	Weddings	05/31/18	50.00	41744	06/08/18
Total 780:					50.00		
<b>785</b>							
785	Kuhn Law Offices	301	Legal Services - Code Enforcment	05/09/18	402.50	41745	06/08/18
		302	Legal Services - Union Contracts	05/09/18	358.75	41745	06/08/18
		303	Legal Services - Franchise Agrmnt	05/09/18	735.00	41745	06/08/18
		498	Legal Services - Property Purchase	06/07/18	252.00	41792	06/19/18
		499	Legal Services - Council Meeting	06/07/18	350.00	41792	06/19/18
		499	Legal Services - Planning re:Transmission Lines	06/07/18	472.50	41792	06/19/18
		500	Legal Services - Code Enforcment	06/07/18	770.00	41792	06/19/18
		501	Legal Services - Franchise Agrmnt	06/07/18	420.00	41792	06/19/18
		502	Legal Services - Personnel	06/07/18	87.50	41792	06/19/18
		503	Legal Services - Easements WW	06/07/18	520.00	41792	06/19/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 785:					4,368.25		
<b>786</b>							
786	Kuo Testing Labs, Inc.	18F0070	Marina Coliform Testing	06/08/18	51.00	41793	06/19/18
Total 786:					51.00		
<b>933</b>							
933	Mid-American Research Chemic	0637350-IN	Sewer Supplies- Gloves	05/24/18	271.41	41746	06/08/18
Total 933:					271.41		
<b>995</b>							
995	Norco	23735691	Water Dept Maintenance	05/10/18	38.29	41748	06/08/18
		23840764	Water Dept Maintenance	05/25/18	34.60	41748	06/08/18
		23887517	Cylinder Rental	05/31/18	43.12	41748	06/08/18
		23887517	Cylinder Rental	05/31/18	43.12	41748	06/08/18
Total 995:					159.13		
<b>1008</b>							
1008	NW Farm Supply	A183529	Water Dept Maintenance	05/09/18	49.99	41749	06/08/18
Total 1008:					49.99		
<b>1034</b>							
1034	One Call Concepts, Inc.	8050502	Excavation Notices	05/31/18	73.92	41751	06/08/18
Total 1034:					73.92		
<b>1044</b>							
1044	Oregon Accreditation Alliance	1570	Annual Agency Fee PD	06/10/18	1,050.00	41796	06/19/18
Total 1044:					1,050.00		
<b>1045</b>							
1045	Oregon Assoc Chiefs of Police	201805009	POST Tests (Form C)	05/22/18	37.00	41752	06/08/18
Total 1045:					37.00		
<b>1052</b>							
1052	Oregon Dept of Revenue	MAY2018	State Court Assessments	05/31/18	29,760.48	41753	06/08/18
Total 1052:					29,760.48		
<b>1082</b>							
1082	OXARC	30348622	Chlorine Cylinders	05/14/18	585.44	41797	06/19/18
		30348625	Chlorine Cylinders	05/14/18	585.44	41797	06/19/18
		30348626	Chlorine Cylinders	05/14/18	1,145.88	41797	06/19/18
Total 1082:					2,316.76		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
<b>1086</b>							
1086	Pacific Power	0021JUN18	800 6th St/City Hall/Library	05/22/18	8,222.75	41754	06/08/18
		0039JUN18	McFarland Well	05/24/18	2,405.03	41754	06/08/18
		0047JUN18	McNary Mobil Phase 2	05/29/18	269.93	41754	06/08/18
		0054JUN18	City Park Restrooms	05/22/18	304.04	41754	06/08/18
		0062JUNE18	Shop Complex	06/13/18	27.10	41798	06/19/18
		0070JUNE18	8th & F SE Corner	06/13/18	32.57	41798	06/19/18
		0088JUNE18	8th & E SS Park	06/13/18	66.18	41798	06/19/18
		0096JUN18	6th & A St Decorative Light	05/22/18	22.45	41754	06/08/18
		0112JUNE18	City Park Restrooms	06/13/18	929.74	41798	06/19/18
		0120JUNE18	300 6th St	06/13/18	579.91	41798	06/19/18
		0146JUNE18	Bud Draper Dr	06/13/18	5,489.23	41798	06/19/18
		0153JUNE18	Water Booster Station	06/13/18	3,716.71	41798	06/19/18
		0161JUNE18	Water Tank Port	06/13/18	6,802.05	41798	06/19/18
		0179JUN18	285 Radar Rd Booster Pump	05/24/18	379.52	41754	06/08/18
		0187JUN18	Div 7 Naches Ave Lift	06/13/18	29.88	41798	06/19/18
		0377JUN18	Bath House Marina	05/22/18	270.87	41754	06/08/18
		0385JUN18	Fish Cleaning Station Marina	05/22/18	17.97	41754	06/08/18
		0393JUN18	West End Comfort Station	05/22/18	17.87	41754	06/08/18
		0401JUN18	15 HP Pump Marina Levy	05/22/18	161.25	41754	06/08/18
		0419JUN18	Quincy Ave N 2nd Marina office bldg	05/22/18	99.88	41754	06/08/18
		0427JUN18	Marina Park	05/22/18	1,167.80	41754	06/08/18
		0435JUN18	1710 Quincy St Marina	05/22/18	245.25	41754	06/08/18
		0443JUNE18	Umatilla Marina St Lights	06/12/18	193.29	41798	06/19/18
		0476JUN18	Variable Sign Hwy 730	05/22/18	25.83	41754	06/08/18
	Total 1086:				<u>31,477.10</u>		
<b>1106</b>							
1106	Pea Ridge Embroidery	33892	Embroider Caps for Public Works	05/23/18	237.15	41755	06/08/18
	Total 1106:				<u>237.15</u>		
<b>1126</b>							
1126	Pioneer Asphalt, Inc.	18050029	Street Maintenance	05/03/18	159.57	41757	06/08/18
	Total 1126:				<u>159.57</u>		
<b>1133</b>							
1133	Platt	R267125	Sewer Dept. Maintenance	04/27/18	17.56	41758	06/08/18
		R429623	Sewer Dept. Maintenance	05/20/18	20.49	41758	06/08/18
	Total 1133:				<u>38.05</u>		
<b>1178</b>							
1178	Quill Corporation	7148922	Office Supplies	05/15/18	31.27	41759	06/08/18
		7148922	Office Supplies	05/15/18	6.21	41759	06/08/18
		7148922	Office Supplies	05/15/18	12.53	41759	06/08/18
		7148922	Office Supplies	05/15/18	18.74	41759	06/08/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		7148922	Office Supplies	05/15/18	18.74	41759	06/08/18
		7148922	Office Supplies	05/15/18	12.53	41759	06/08/18
		7148922	Office Supplies	05/15/18	1.84	41759	06/08/18
		7181745	Office Supplies	05/15/18	2.22	41759	06/08/18
		7181745	Office Supplies	05/15/18	.44	41759	06/08/18
		7181745	Office Supplies	05/15/18	.89	41759	06/08/18
		7181745	Office Supplies	05/15/18	1.33	41759	06/08/18
		7181745	Office Supplies	05/15/18	1.33	41759	06/08/18
		7181745	Office Supplies	05/15/18	.89	41759	06/08/18
		7181745	Office Supplies	05/15/18	.13	41759	06/08/18
		7192137	Office Supplies	05/09/18	52.75	41759	06/08/18
		7192137	Office Supplies	05/09/18	10.48	41759	06/08/18
		7192137	Office Supplies	05/09/18	21.13	41759	06/08/18
		7192137	Office Supplies	05/09/18	31.61	41759	06/08/18
		7192137	Office Supplies	05/09/18	31.61	41759	06/08/18
		7192137	Office Supplies	05/09/18	21.13	41759	06/08/18
		7192137	Office Supplies	05/09/18	3.11	41759	06/08/18
		7554382	Office Supplies	06/01/18	45.48	41799	06/19/18
		7554382	Office Supplies	06/01/18	9.04	41799	06/19/18
		7554382	Office Supplies	06/01/18	18.22	41799	06/19/18
		7554382	Office Supplies	06/01/18	27.26	41799	06/19/18
		7554382	Office Supplies	06/01/18	27.26	41799	06/19/18
		7554382	Office Supplies	06/01/18	18.22	41799	06/19/18
		7554382	Office Supplies	06/01/18	2.66	41799	06/19/18
		7563825	Office Supplies	06/01/18	3.94	41799	06/19/18
		7563825	Office Supplies	06/01/18	.78	41799	06/19/18
		7563825	Office Supplies	06/01/18	1.58	41799	06/19/18
		7563825	Office Supplies	06/01/18	2.36	41799	06/19/18
		7563825	Office Supplies	06/01/18	2.36	41799	06/19/18
		7563825	Office Supplies	06/01/18	1.58	41799	06/19/18
		7563825	Office Supplies	06/01/18	.22	41799	06/19/18
		7805741	Office Supplies	06/12/18	217.87	41799	06/19/18
		7805741	Office Supplies	06/12/18	43.29	41799	06/19/18
		7805741	Office Supplies	06/12/18	87.29	41799	06/19/18
		7805741	Office Supplies	06/12/18	130.58	41799	06/19/18
		7805741	Office Supplies	06/12/18	130.58	41799	06/19/18
		7805741	Office Supplies	06/12/18	87.29	41799	06/19/18
		7805741	Office Supplies	06/12/18	12.78	41799	06/19/18
					<u>1,151.55</u>		
	Total 1178:						
<b>1191</b>							
1191	RDO Equipment Co.	P47967	street Dept Equipment Maintenance	05/10/18	720.92	41760	06/08/18
	Total 1191:				<u>720.92</u>		
<b>1216</b>							
1216	Road and Track	1142100807-	Subscription for Library	04/24/18	19.97	41762	06/08/18
	Total 1216:				<u>19.97</u>		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
<b>1237</b>							
1237	Ross Machine & Steel Sales, Inc	45406	Marina Maintenance - Steel	06/11/18	93.85	41801	06/19/18
		45410	Marina Maintenance - Steel	06/12/18	52.65	41801	06/19/18
Total 1237:					146.50		
<b>1259</b>							
1259	Sanitary Disposal, Inc.	APRIL18	Refuse Collection	04/30/18	47,845.80	41763	06/08/18
		APRIL18	Marina Refuse	04/30/18	901.15	41763	06/08/18
		MAY18	Refuse Collection	05/31/18	58,559.59	41815	06/26/18
		MAY18	Marina Refuse	05/31/18	720.55	41815	06/26/18
Total 1259:					108,027.09		
<b>1311</b>							
1311	Simplot Grower Solutions	757099211	Agri Star Gly Star Plus	04/04/18	312.00	41802	06/19/18
		757100649	Sewer Maintenance	05/03/18	88.80	41802	06/19/18
		757101217	Agri Star Gly Star Plus	05/15/18	312.00	41802	06/19/18
Total 1311:					712.80		
<b>1332</b>							
1332	Smitty's Ace Hardware	575971	water dept maintenance	05/01/18	5.56	41765	06/08/18
		576229	PARKS MAINTENANCE	05/04/18	15.35	41765	06/08/18
		576251	PARKS MAINTENANCE	05/04/18	24.94	41765	06/08/18
		576740	Street Maintenance	05/10/18	51.99	41765	06/08/18
		576810	Marina Maintenance	05/11/18	62.71	41765	06/08/18
		576906	Marina Maintenance	05/12/18	4.29	41765	06/08/18
		577443	Marina Maintenance	05/18/18	10.99	41765	06/08/18
		577505	Marina Maintenance	05/19/18	78.47	41765	06/08/18
		577571	PARKS MAINTENANCE	05/21/18	6.59	41765	06/08/18
		577574	Street Maintenance	05/21/18	3.98	41765	06/08/18
		577604	water dept maintenance	05/21/18	26.36	41765	06/08/18
		577710	Sewer Dept. Maintenance	05/22/18	51.98	41765	06/08/18
		577996	water dept maintenance	05/25/18	53.94	41765	06/08/18
		578158	Marina Maintenance	05/28/18	120.50	41765	06/08/18
		DISCMAY18	Discount available	05/31/18	13.05-	41765	06/08/18
		DISCMAY18	Discount available	05/31/18	2.21-	41765	06/08/18
		DISCMAY18	Discount available	05/31/18	4.05-	41765	06/08/18
		DISCMAY18	Discount available	05/31/18	2.45-	41765	06/08/18
		DISCMAY18	Discount available	05/31/18	2.64-	41765	06/08/18
Total 1332:					493.25		
<b>1387</b>							
1387	Table Rock Analytical Lab	20787	Coliform drinking water tests	06/07/18	240.00	41803	06/19/18
Total 1387:					240.00		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
<b>1392</b>							
1392	Talos Engineering, Inc.	1071	Cellular Texting System	06/01/18	55.00	41804	06/19/18
Total 1392:					55.00		
<b>1405</b>							
1405	Terrel L. Templeman, Ph.D.	BUTLER	Psych Eval Butler	06/08/18	450.00	41805	06/19/18
		KOEHLER	Psych Eval Koehler	06/08/18	450.00	41805	06/19/18
Total 1405:					900.00		
<b>1444</b>							
1444	Traffic Safety Supply Co.	INV000622	Street Signs	04/26/16	123.02	41767	06/08/18
Total 1444:					123.02		
<b>1465</b>							
1465	Umatilla County	CIS1718017	2018 FILE SUBSCRIPTION	12/06/17	180.00	41060	Multiple
		CIS1718017	2018 FILE SUBSCRIPTION	12/06/17	180.00-		
		CIS1718043	Web Query for Assessors and Records Databases	12/06/17	360.00	41060	Multiple
		CIS1718043	Web Query for Assessors and Records Databases	12/06/17	360.00-		
Total 1465:					.00		
<b>1471</b>							
1471	Umatilla County Finance Dept	MAY2018	County Court Assessment	05/31/18	4,029.28	41768	06/08/18
Total 1471:					4,029.28		
<b>1478</b>							
1478	Umatilla Elect. Coop. Assoc.	002JUN18	60 HP Pump	06/01/18	54.29	41808	06/19/18
		240MAY18	5 HP Sewer Pump Wildwood Elect	05/20/18	41.70	41769	06/08/18
		240MAY18	Street Light Electric	05/20/18	9.06	41769	06/08/18
		240MAY18	Hwy 730 / 395	05/20/18	8.00	41769	06/08/18
		240MAY18	Hwy 730 / McNary	05/20/18	8.00	41769	06/08/18
Total 1478:					121.05		
<b>1483</b>							
1483	Umatilla Museum & Historical Fo	JUNE2018	TRT Grant	06/05/18	3,600.00	41770	06/08/18
Total 1483:					3,600.00		
<b>1488</b>							
1488	Unifirst Corporation	1430215813	Bldg Maint/Supplies CH/Library	04/27/18	31.41	41809	06/19/18
		1430215813	Bldg Maint/Supplies CH/Library	04/27/18	48.66	41809	06/19/18
		1430215813	Bldg Maint/Supplies CH/Library	04/27/18	48.66	41809	06/19/18
		1430216242	Bldg Maint/Supplies				





Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		3751	Control Panels	05/25/18	560.00	41773	06/08/18
			Marina Electric Repairs - Troubleshoot power issue	05/25/18	147.50	41773	06/08/18
	Total 1574:				707.50		
<b>1575</b>							
1575	Wilde Electric	B1962	Sewer Dept Submersible Pump Repairs	05/25/18	2,595.89	41774	06/08/18
		B1970	Repair Flygt Submersible Pump	05/25/18	309.42	41774	06/08/18
	Total 1575:				2,905.31		
<b>1629</b>							
1629	Jordan Ramis PC	147278	MAY18 LEGAL SERVICE	05/25/18	8,284.50	41738	06/08/18
	Total 1629:				8,284.50		
<b>1691</b>							
1691	NW Playground Equipment, Inc.	42699	Park Equipment - Kiwanis Park	06/27/18	18,611.00	41823	06/28/18
	Total 1691:				18,611.00		
<b>1715</b>							
1715	Ducote Consulting	1160	FUNDING REVIEW, STRATEGY AND RESEARCH	05/31/18	490.00	41716	06/08/18
		1160	SPWF Final Design Admin	05/31/18	910.00	41716	06/08/18
	Total 1715:				1,400.00		
<b>1753</b>							
1753	Jimmy's Johns Portable Toilets L	6945	Marina & RV Park - Monthly Unit	06/01/18	185.00	41790	06/19/18
	Total 1753:				185.00		
<b>1811</b>							
1811	City of Hermiston - Building Dept	7500	Building Inspection/Plan Review	06/06/18	13,317.24	41781	06/19/18
		7500	Electrical Inspection/Plan Review	06/06/18	1,352.88	41781	06/19/18
	Total 1811:				14,670.12		
<b>1815</b>							
1815	Pendleton Safe Lock & Key	053018	Marina- FIX LOCK & KEYS	05/30/18	75.00	41756	06/08/18
	Total 1815:				75.00		
<b>1845</b>							
1845	F&AO, USACE WALLA WALLA	604905	Ref# 604905, Easment				

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
			Ammendment	06/26/18	20,000.00	41814	06/26/18
	Total 1845:				20,000.00		
<b>1884</b>							
1884	Horn, Casey	OAWUTRAIN	Per Diem- OAWU Certification Training	06/11/18	127.50	41732	06/08/18
	Total 1884:				127.50		
<b>1969</b>							
1969	Reynolds Enterprises, Inc.	18-0027	Property Cleanup - 5N2818DB00300	05/29/18	750.00	41761	06/08/18
	Total 1969:				750.00		
<b>1982</b>							
1982	Hillebrand, Patrick	JUNE2018	Marina Patrol Services	06/05/18	200.00	41730	06/08/18
	Total 1982:				200.00		
<b>2071</b>							
2071	MABBOTT, TAMRA	PSUJUNE	Per-Diem PSU Presentation - Portland	06/11/18	258.74	41795	06/19/18
	Total 2071:				258.74		
<b>2080</b>							
2080	HORN,ESMERALDA	TRAININGM	PER DIEM - GRANT WORKSHOP	05/31/18	76.50	41733	06/08/18
	Total 2080:				76.50		
<b>2108</b>							
2108	Tonkon Torp, LLP	1564111	SIP Agreement w/County	04/12/18	950.00	41693	Multiple
		1564111	SIP Agreement w/County	04/12/18	950.00-		
		1564111R	SIP Agreement w/County	05/08/18	950.00	41806	06/19/18
		1565326	SIP Agreement w/County	05/08/18	3,326.00	41693	Multiple
		1565326	SIP Agreement w/County	05/08/18	3,326.00-		
		1565326R	SIP Agreement w/County	05/08/18	2,376.00	41806	06/19/18
	Total 2108:				3,326.00		
<b>2149</b>							
2149	M & L PLUMBING, HOME REP	181044	MARINA RESTROOM REPAIRS	06/06/18	145.00	41794	06/19/18
	Total 2149:				145.00		
<b>2207</b>							
2207	KOHU/KQFM RADIO	871-00003-0	JOBS,HOUSING&TRANSI T FAIR ADS	05/27/18	300.00	41742	06/08/18
		8710000300	JOBS,HOUSING&TRANSI T FAIR ADS	05/27/18	300.00	41742	06/08/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 2207:					600.00		
<b>2222</b>							
2222	Bush, Marcus	CITYCOUNC	PRESENTATION TO CITY COUNCIL	06/04/18	243.92	41779	06/19/18
Total 2222:					243.92		
<b>2237</b>							
2237	SealMaster Portland	26394	Street Dept Maintenance	05/22/18	3,175.00	41764	06/08/18
Total 2237:					3,175.00		
<b>2240</b>							
2240	ASLANOV, FARMAN	173263	OVERPAYMENT	05/31/18	12.00	41706	06/08/18
Total 2240:					12.00		
<b>2241</b>							
2241	GOMEZ, FREDDY	180269	OVERPAYMENT	05/31/18	38.00	41723	06/08/18
		180279	OVERPAYMENT	05/31/18	205.00	41723	06/08/18
Total 2241:					243.00		
<b>2242</b>							
2242	AGRAM EXPEDITED LLC	180781	OVERPAYMENT-DAVID S SANDERS	05/31/18	440.00	41702	06/08/18
Total 2242:					440.00		
<b>2243</b>							
2243	NYASULU, JAYSON	181007	OVERPAYMENT	05/31/18	38.00	41750	06/08/18
Total 2243:					38.00		
<b>2244</b>							
2244	AA EXPRESS LOGISTICS	180959	OVERPAYMENT ABDERHMAN MOHAMED	05/31/18	235.00	41700	06/08/18
Total 2244:					235.00		
<b>2245</b>							
2245	GT EXPEDITED INC	181083	OVERPAYMENT- DMYTRO PRYSICH	05/31/18	235.00	41725	06/08/18
Total 2245:					235.00		
<b>2246</b>							
2246	INNOVATION EXPRESS	181035	OVERPAYMENT- ANTHONY R KELLY	05/31/18	235.00	41736	06/08/18
Total 2246:					235.00		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
<b>2247</b>							
2247	AG PRO REPAIR & FABRICATI	181352	OVERPAYMENT-JOSE CHAVES	05/31/18	235.00	41701	06/08/18
Total 2247:					235.00		
<b>2248</b>							
2248	ALANIS AUTO DETAIL	786009	DETAIL CODE TRUCK	06/04/18	325.00	41703	06/08/18
		DFG2018	Downtown Revitalization Grant Reimbursement	06/26/18	1,982.50	41813	06/26/18
Total 2248:					2,307.50		
<b>2249</b>							
2249	KOEHLER, TABETHA	UNIF18	UNIFORM REIMBURSMENT	05/31/18	74.97	41741	06/08/18
Total 2249:					74.97		
<b>2250</b>							
2250	Mr. Insulation Co. Inc	053018	Police Build Maint-Gutters/Downspouts	05/30/18	2,750.00	41747	06/08/18
Total 2250:					2,750.00		
<b>2251</b>							
2251	Stevens, Ashley	H6	Moorage Release	05/31/18	210.00	41766	06/08/18
Total 2251:					210.00		
<b>2252</b>							
2252	BUCHANAN, SHARON	79137005	UTILITY REFUND	06/12/18	63.51	41778	06/19/18
Total 2252:					63.51		
<b>2253</b>							
2253	Farm City Fence	805	Install Fence for Marina	05/31/18	2,310.00	41786	06/19/18
Total 2253:					2,310.00		
<b>2254</b>							
2254	Umatilla County Computer Infor	CIS1718017	File Subscription 2018	12/06/17	180.00	41807	06/19/18
		CIS1718043	Web Query 2018	12/06/17	360.00	41807	06/19/18
Total 2254:					540.00		
<b>2255</b>							
2255	Richard Woods	PLANNING	REIMBURSEMENT SUBDIVISION APPLICATION	06/06/18	800.00	41800	06/19/18
Total 2255:					800.00		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
2256							
2256	WEIGNHART, ROBERT	E14	SLIP RELEASED	06/08/18	95.00	41812	06/19/18
Total 2256:					95.00		
Grand Totals:					375,234.13		

Report Criteria:  
Detail report type printed

Report Criteria:  
Detail report type printed

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
<b>5</b>							
5	A Plus Connectors	189948	Sewer Supplies	06/27/18	30.26	41829	07/11/18
	Total 5:				30.26		
<b>9</b>							
9	A-1 Industrial Hose & Supply	82812	Water Dept Maintenance	06/27/18	183.88	41830	07/11/18
		83138	Supplies for Sewer Equipment	06/28/18	308.24	41830	07/11/18
	Total 9:				492.12		
<b>26</b>							
26	AgSource Laboratories	90560196	BOD AND SOLIDS TEST	06/06/18	76.85	41831	07/11/18
		90586695	BOD AND SOLIDS TEST	06/13/18	76.85	41831	07/11/18
		90586696	BOD AND SOLIDS TEST	06/21/18	76.85	41831	07/11/18
		90587313	BOD AND SOLIDS TEST	06/27/18	76.85	41831	07/11/18
	Total 26:				307.40		
<b>28</b>							
28	AJ's Printed Apparel	15145	Police Dept Clothing Allowance	06/26/18	831.00	41832	07/11/18
	Total 28:				831.00		
<b>34</b>							
34	All American Heating and Coolin	9781	Installed new Bard unit Police Dept	06/07/18	4,539.00	41833	07/11/18
		9782	Service Police Dept AC	06/07/18	639.00	41833	07/11/18
		9917	Repair Police Dept Air Conditioning	07/09/18	170.00	41931	07/24/18
	Total 34:				5,348.00		
<b>38</b>							
38	Alpine Alarm	2814D	Fire Alarm & Security Alarm	06/28/18	250.00	41932	07/24/18
	Total 38:				250.00		
<b>59</b>							
59	Aramark Uniform Services, Inc.	863479223	Police Mats	06/07/18	132.48	41836	07/11/18
		863479225	Mats & Towels	06/07/18	94.78	41836	07/11/18
		863499702	Police Mats	06/21/18	132.48	41836	07/11/18
		863499704	Mats & Towels	06/21/18	96.22	41836	07/11/18
	Total 59:				455.96		
<b>91</b>							
91	Banner Bank of Oregon	BOX18	Safe Deposit Box Rental	07/02/18	45.00	41838	07/11/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 91:					45.00		
<b>92</b>	92 Banner Bank Mastercard	2418JUNE18	AMAZON OFFICE SUPPLIES	06/12/18	275.31	41933	07/24/18
		2418JUNE18	SAFETY SUPPLIES	06/12/18	87.96	41933	07/24/18
		2418JUNE18	TLO TRANSUNION	06/12/18	150.00	41933	07/24/18
		2418JUNE18	POCKET PRESS	06/12/18	323.64	41933	07/24/18
		2418JUNE18	UNIFORM	06/12/18	80.98	41933	07/24/18
		4480JUNE18	MICROSOFT OFFICE	06/15/18	69.99	41837	07/11/18
		4480JUNE18	HERMISTON QUICKY LUBE/TAHOE	06/15/18	85.95	41837	07/11/18
		4480JUNE18	VERIZON	06/15/18	75.45	41837	07/11/18
		4480JUNE18	VERIZON	06/15/18	75.46	41837	07/11/18
		4480JUNE18	SHIPPING	06/15/18	75.40	41837	07/11/18
		4480JUNE18	EL ERRADERO MAYORS/MANAGER MEET	06/15/18	9.95	41837	07/11/18
		4480JUNE18	AMAZON/STREET DEPT SUPPLIES	06/15/18	525.10	41837	07/11/18
		5919JUNE18	ESRI GIS CREDITS	06/20/18	100.00	41837	07/11/18
		5919JUNE18	PRINTER PLOTTER COVER	06/20/18	208.99	41837	07/11/18
		5919JUNE18	RV DOMAIN RENEWAL	06/20/18	39.99	41837	07/11/18
		5919JUNE18	COUNTY RECORD FEES	06/20/18	14.00	41837	07/11/18
		5919JUNE18	TALL OFFICE CHAIRS LIBRARY/CH	06/20/18	530.25	41837	07/11/18
		5919JUNE18	RV OFFICE SUPPLIES	06/20/18	35.99	41837	07/11/18
		8522JUNE18	AMAZON MEETING	06/19/18	11.99	41837	07/11/18
		8522JUNE18	GREG SMITH MEETING	06/19/18	32.00	41837	07/11/18
		8522JUNE18	SENTATOR WYDEN MEETING	06/19/18	11.75	41837	07/11/18
		8522JUNE18	DESTINATION MANAGEMENT PLAN MEETING	06/19/18	12.94	41837	07/11/18
		8522JUNE18	TRAVEL TO PSU FOR AWARD	06/19/18	235.85	41837	07/11/18
		8522JUNE18	OAPA PLANNERS NETWORK REGISTRATION	06/19/18	870.00	41837	07/11/18
		8522JUNE18	COFFEE FOR HOSTING OAPA	06/19/18	33.90	41837	07/11/18
Total 92:					3,972.84		
<b>115</b>	115 Bert's Auto Salvage	38027	TOW 2010 DODGE	05/03/18	122.00	41817	07/02/18
		38307	TOW 2007 DODGE	06/18/18	50.00	41839	07/11/18
Total 115:					172.00		
<b>137</b>	137 Boardman Lock & Key	9721	Marina - LOCK REPAIR	04/23/18	120.00	41934	07/24/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 137:					120.00		
<b>143</b>							
143	Bonney's AG & Auto Repair	062718	Sewer Dept Equipment Maintenance	06/27/18	5,302.00	41935	07/24/18
Total 143:					5,302.00		
<b>155</b>							
155	Brenaman, Catherine	69490123.1	Refund Utility Payment	02/15/18	49.49	41308	Multiple
		69490123.1	Refund Utility Payment	02/15/18	49.49-		
Total 155:					.00		
<b>199</b>							
199	Canon Solutions America, Inc	122224501	City Hall Copy Machine Repairs	06/26/18	360.00	41843	07/11/18
		122225039	City Hall Copy Machine Repairs	07/09/18	713.96	41937	07/24/18
Total 199:					1,073.96		
<b>214</b>							
214	Cascade Natural Gas Corp.	CITYHALLJU	Natural Gas New City Hall	06/26/18	1.60	41844	07/11/18
		CITYHALLJU	Natural Gas New City Hall	06/26/18	1.60	41844	07/11/18
		CITYHALLJU	Natural Gas New City Hall	06/26/18	1.60	41844	07/11/18
		DRAPERJUN	Natural Gas Draper Street	06/26/18	6.04	41844	07/11/18
		SEWERJUN	Natural Gas Sewer Plant	06/26/18	18.29	41844	07/11/18
Total 214:					29.13		
<b>216</b>							
216	Caselle, Inc.	88523	Annual Software Support	06/01/18	13,691.00	41818	07/02/18
		PAYMENTIM	Payment Import Module	06/26/18	2,700.00	41822	07/02/18
Total 216:					16,391.00		
<b>222</b>							
222	Center Point Large Print	1598711	Large Print Books for Library	07/01/18	182.76	41939	07/24/18
Total 222:					182.76		
<b>226</b>							
226	CenturyLink	0453JUNE18	Police Dept T31 Line	06/25/18	93.23	41845	07/11/18
Total 226:					93.23		
<b>245</b>							
245	City County Insurance Services	UMA-I2018-0	Comp & Liab Insurance	06/22/18	2,176.70	41848	07/11/18
		UMA-I2018-0	Comp & Liab Insurance	06/22/18	1,779.13	41848	07/11/18
		UMA-I2018-0	Comp & Liab Insurance	06/22/18	884.59	41848	07/11/18



Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		UMA-I2018-0	Comp & Liab Insurance	06/22/18	7,742.69	41848	07/11/18
		UMA-I2018-0	Comp & Liab Insurance	06/22/18	29,509.69	41848	07/11/18
		UMA-I2018-0	Comp & Liab Insurance	06/22/18	39,210.42	41848	07/11/18
		UMA-I2018-0	Comp & Liab Insurance	06/22/18	8,647.16	41848	07/11/18
		UMA-I2018-0	Comp & Liab Insurance	06/22/18	9,442.31	41848	07/11/18
	Total 245:				99,392.69		
<b>263</b>							
263	Coleman Oil Company	0476174-IN	Sewer Plant Biodiesel	07/05/18	1,060.20	41849	07/11/18
	Total 263:				1,060.20		
<b>273</b>							
273	Commercial Tire	230082	2014 DODGE CHARGER	06/15/18	63.00	41850	07/11/18
	Total 273:				63.00		
<b>302</b>							
302	CRIS Inc.	063018-M	Contract Service Agreement	06/30/18	12,500.00	41851	07/11/18
	Total 302:				12,500.00		
<b>308</b>							
308	Crystal Springs	9262940062	Water for Police Department	06/27/18	44.50	41852	07/11/18
	Total 308:				44.50		
<b>351</b>							
351	DEQ - Water Quality Division	WQ19WSC-0	Annual Compliance Fee	06/07/18	190.00	41854	07/11/18
	Total 351:				190.00		
<b>388</b>							
388	Duke's Auto Plus	11442	Auto Repairs 12 Dodge Charger	06/19/18	795.00	41857	07/11/18
		11465	94 Chevy S10	07/02/18	245.00	41857	07/11/18
	Total 388:				1,040.00		
<b>397</b>							
397	Dynamic Computer Consulting, I	12492	Computer & Network Services	06/30/18	834.24	41858	07/11/18
		12527	Proof Point Security monthly	06/30/18	211.50	41858	07/11/18
	Total 397:				1,045.74		
<b>400</b>							
400	East Oregonian	34337	Notice of Building Fee Change	06/01/18	628.18	41859	07/11/18
		34338	STATE REVENUE				

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
			SHARING NOTICE	06/01/18	53.20	41859	07/11/18
		34391	Notice of Nuisance Code	06/03/18	175.26	41859	07/11/18
		35023	Notice of Nuisance Code	06/16/18	171.04	41859	07/11/18
		35024	Notice of PC CU-5-18/CU-8-18/ZC-1-18	06/16/18	458.34	41859	07/11/18
	Total 400:				1,486.02		
<b>428</b>							
428	Engraving Specialties	7502	Plaque for City Council - Wheeler	06/18/18	26.00	41861	07/11/18
		7504	Plaque for Planning Commission -Thomas Love	06/21/18	26.00	41861	07/11/18
	Total 428:				52.00		
<b>432</b>							
432	Enviro-Clean Equipment, Inc.	2181481	Sewer Dept Equipment	06/29/18	3,264.87	41862	07/11/18
	Total 432:				3,264.87		
<b>452</b>							
452	Fastenal Company	ORHER6679	Sewer Supplies	06/25/18	5.10	41863	07/11/18
	Total 452:				5.10		
<b>456</b>							
456	FEI #3011 Waterworks	0637957-1	WATER DEPT MAINTENANCE-METERS	06/21/18	172.74	41865	07/11/18
		0672655	HYDRANT METERS (2)	07/06/18	2,667.88	41941	07/24/18
	Total 456:				2,840.62		
<b>499</b>							
499	Galls, DBA Blumenthal Uniform	010161573	Police Uniform/Accessories	06/21/18	8.96	41867	07/11/18
		010202761	Police Uniform/Accessories	06/27/18	295.82	41867	07/11/18
	Total 499:				304.78		
<b>554</b>							
554	Gotcha Covered	137703	Cleaning Services	07/04/18	443.84	41868	07/11/18
		137703	Cleaning Services	07/04/18	383.98	41868	07/11/18
		137703	Cleaning Services	07/04/18	383.98	41868	07/11/18
		137703	Cleaning Services	07/04/18	248.20	41868	07/11/18
	Total 554:				1,460.00		
<b>572</b>							
572	GS Media & Events	GS2019	Travel Guide - Marina & RV	06/26/18	5,666.88	41819	07/02/18
	Total 572:				5,666.88		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
<b>587</b>							
587	H.D. Fowler Company	14851361	Water Dept Supplies Meters etc	06/08/18	51.42	41870	07/11/18
		14861583	Water Dept Supplies Meters etc	06/19/18	175.04	41870	07/11/18
		14872774	Water Dept Supplies Meters etc	06/28/18	2,218.14	41870	07/11/18
	Total 587:				<u>2,444.60</u>		
<b>623</b>							
623	Heller & Sons Dist., Inc.	CL6645	Gasoline for Police Cars	06/30/18	2,175.45	41871	07/11/18
		CL6646	Gas for Public Works Vehicles	06/30/18	664.56	41871	07/11/18
		CL6646	Gas for Public Works Vehicles	06/30/18	1,084.79	41871	07/11/18
		CL6646	Gas for Public Works Vehicles	06/30/18	430.01	41871	07/11/18
		CL6646	Gas for Public Works Vehicles	06/30/18	1,078.28	41871	07/11/18
	Total 623:				<u>5,433.09</u>		
<b>627</b>							
627	Hermiston Auto Parts, Inc.	647-573260	Street Equipment Maintenance	06/07/18	9.98	41872	07/11/18
		647-573506	Marina Park Maintenance	06/13/18	21.99	41872	07/11/18
		647-573672	Street Equipment Maintenance	06/18/18	131.26	41872	07/11/18
		647-573702	Sewer Dept Equip Maintenance	06/18/18	18.88	41872	07/11/18
	Total 627:				<u>182.11</u>		
<b>628</b>							
628	Hermiston Chamber of Commer	INV9107	LEADERSHIP CLASS	07/05/18	700.00	41942	07/24/18
	Total 628:				<u>700.00</u>		
<b>637</b>							
637	Hermiston Quicky Lube	422993	Oil Change 2010 Dodge Charger	06/01/18	37.95	41874	07/11/18
	Total 637:				<u>37.95</u>		
<b>659</b>							
659	Home Depot Credit Services	21772	Marina Maintenance	06/07/18	225.44	41876	07/11/18
		3021736	Marina Maintenance	06/04/18	71.34	41876	07/11/18
		3104678	Shop Supplies	05/25/18	63.82	41876	07/11/18
		5043544	Park Maintenance	06/11/18	6.97	41876	07/11/18
		6043389	Marina Maintenance	06/11/18	19.97	41876	07/11/18
		7044391	Park Maintenance	06/20/18	21.81	41876	07/11/18
		7104295	Park Maintenance	05/21/18	24.33	41876	07/11/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 659:					433.68		
<b>693</b>							
693	Ingram	35014438	Library Books	06/08/18	16.20	41877	07/11/18
		35035634	Library Books	06/11/18	34.80	41877	07/11/18
		35035635	Library Books	06/11/18	17.39	41877	07/11/18
		35035636	Library Books	06/11/18	137.70	41877	07/11/18
		35051764	Library Books	06/12/18	47.07	41877	07/11/18
		35057443	Library Books	06/12/18	34.20	41877	07/11/18
		35057444	Library Books	06/12/18	16.19	41877	07/11/18
		35147007	Library Books	06/19/19	9.75	41877	07/11/18
		35147008	Library Books	06/19/18	33.60	41877	07/11/18
		35147781	Library Books	06/19/18	9.19	41877	07/11/18
		35165701	Library Books	06/20/18	11.39	41877	07/11/18
		35242875	Library Books	06/20/18	17.39	41877	07/11/18
		35242876	Library Books	06/26/18	65.38	41877	07/11/18
Total 693:					399.47		
<b>697</b>							
697	Intermountain ESD	525P018499	RV Maps (2000)	06/14/18	767.60	41878	07/11/18
		525P018499	Quarterly Newsletter	06/14/18	1,186.64	41878	07/11/18
		525P018523	RV Maps (1000)	06/28/18	385.80	41878	07/11/18
		525P018523	Annual Water Quality Report	06/28/18	2,168.08	41878	07/11/18
Total 697:					4,508.12		
<b>712</b>							
712	J U B Engineers, Inc.	117995	Beneficial Reuse Feasibility Analysis	07/09/18	640.58	41879	07/11/18
		118059	ENGINEERING	07/11/18	1,068.34	41943	07/24/18
		118059	6th St Project Engineering	07/11/18	4,238.47	41943	07/24/18
		118059	Fractured Basalt Wells Alternative	07/11/18	2,345.00	41943	07/24/18
		118059	PROJECT PLANS	07/11/18	244.14	41943	07/24/18
		118059	LIND RD SEWER FUNDING APPLICATION DEVELOPMENT	07/11/18	320.98	41943	07/24/18
		118082	Bonney Ln Water/Swr Service Analysis	07/11/18	6,316.07	41943	07/24/18
Total 712:					15,173.58		
<b>720</b>							
720	James C. Fulper dba Health Opt	78087	Police Physicals	06/18/18	231.00	41880	07/11/18
Total 720:					231.00		
<b>770</b>							
770	KIE Supply Corp	406441	Marina - irrigation supplies	06/08/18	6.71	41883	07/11/18
		410703	Marina - irrigation supplies	06/18/18	321.00	41883	07/11/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 770:					327.71		
<b>778</b>							
778	Kopacz Nursery & Florist	5354	ARBOR DAY TREE GIVEAWAY	06/16/18	165.00	41945	07/24/18
Total 778:					165.00		
<b>780</b>							
780	Krogh, Theresa	JUNE18	Weddings	06/30/18	100.00	41885	07/11/18
Total 780:					100.00		
<b>786</b>							
786	Kuo Testing Labs, Inc.	18F0179	Storm Water Testing	06/18/18	2,621.40	41886	07/11/18
		18G0103	Marina Coliform Testing	07/17/18	86.00	41946	07/24/18
Total 786:					2,707.40		
<b>810</b>							
810	League of Oregon Cities	200394	Annual Dues	07/01/18	5,434.66	41887	07/11/18
		LOC93CONF	Conference Registration R7443 DUFLOTH	06/30/18	50.00	41887	07/11/18
		LOC93CONF	Conference Registration R7449 RAY	06/30/18	50.00	41887	07/11/18
		LOC93CONF	Conference Registration R7455 KEITH	06/30/18	50.00	41887	07/11/18
Total 810:					5,584.66		
<b>841</b>							
841	Lucky Wash	1011753	SIGN PERMIT REFUND	12/20/17	25.00	41041	Multiple
		1011753	SIGN PERMIT REFUND	12/20/17	25.00-		
		1011753R	SIGN PERMIT REFUND	12/20/17	25.00	41947	07/24/18
Total 841:					25.00		
<b>995</b>							
995	Norco	23990373	Parks Department Maintenance	06/14/18	80.89	41894	07/11/18
		23998847	Water Dept Maintenance	06/15/18	70.27	41894	07/11/18
		24113557	Cylinder Rental	06/30/18	41.73	41894	07/11/18
		24113557	Cylinder Rental	06/30/18	41.73	41894	07/11/18
Total 995:					234.62		
<b>996</b>							
996	North Central Labs of Wisc	408642	Sewer Test Supplies	06/22/18	476.84	41895	07/11/18
Total 996:					476.84		
<b>1008</b>							
1008	NW Farm Supply	B181744	Park Maintenance	06/26/18	43.98	41896	07/11/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		C101438	street equipment maintenance	06/07/18	47.92	41896	07/11/18
	Total 1008:				91.90		
<b>1009</b>							
1009	NW Metal Fabricators	47256	SEWER DEPT EQUIP REPAIR	07/11/18	344.40	41948	07/24/18
		47263	SEWER DEPT EQUIP REPAIR	07/12/18	42.88	41948	07/24/18
	Total 1009:				387.28		
<b>1016</b>							
1016	OCEA - Oregon Code Enforcem	2018	Membership 2018-2019	07/01/18	75.00	41897	07/11/18
	Total 1016:				75.00		
<b>1034</b>							
1034	One Call Concepts, Inc.	8060501	Excavation Notices	06/30/18	67.32	41898	07/11/18
	Total 1034:				67.32		
<b>1052</b>							
1052	Oregon Dept of Revenue	JUNE18	State Court Assessments	06/30/18	27,868.66	41899	07/11/18
	Total 1052:				27,868.66		
<b>1068</b>							
1068	O'Reilly Auto Parts	3150-288159	Sewer Dept Air Filters	06/21/18	100.08	41900	07/11/18
	Total 1068:				100.08		
<b>1082</b>							
1082	OXARC	30387599	Chlorine Cylinders-McFarland	06/27/18	2,109.78	41901	07/11/18
		30387600	Chlorine Cylinders - Intertie	06/15/18	758.50	41901	07/11/18
		30387601	Chlorine Cylinders-Golf	06/27/18	758.50	41901	07/11/18
		30387602	Chlorine Cylinders-port	06/27/18	1,492.00	41901	07/11/18
		30388445	Sewer Dept Maintenance	06/27/18	21.03	41901	07/11/18
	Total 1082:				5,139.81		
<b>1086</b>							
1086	Pacific Power	0013JUL18	Hwy 395 & 730 Intertie Well	06/20/18	1,050.50	41902	07/11/18
		0013JULY18	Hwy 395 & 730 Intertie Well	07/13/18	3,273.49	41950	07/24/18
		0021JUL18	205 Powerline/McNary Ind Park/WWTP	06/21/18	8,367.33	41902	07/11/18
		0039JUL18	McFarland Well	06/25/18	2,589.12	41902	07/11/18
		0047JUL18	McNary Mobil Phase 2	06/27/18	269.93	41902	07/11/18
		0054JUL18	City Park Restrooms	06/21/18	63.23	41902	07/11/18
		0062JUL18	Shop Complex	07/13/18	27.10	41950	07/24/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		0070JUL18	8th & F SE Corner	07/13/18	32.58	41950	07/24/18
		0088JUL18	8th & E SS Park	07/13/18	65.42	41950	07/24/18
		0096JUL18	6th & A St Decorative Light	06/21/18	21.69	41902	07/11/18
		0104JUL18	Street Lights	06/15/18	2,395.98	41902	07/11/18
		0112JUL18	City Park Restrooms	07/13/18	993.15	41950	07/24/18
		0120JUL18	300 6th St	07/13/18	563.62	41950	07/24/18
		0146JUL18	Bud Draper Dr	07/13/18	5,922.32	41950	07/24/18
		0153JUL18	Water Booster Station	07/13/18	4,117.37	41950	07/24/18
		0161JUL18	Water Tank Port	07/13/18	7,334.81	41950	07/24/18
		0179JUNE18	285 Radar Rd Booster Pump	06/25/18	379.74	41902	07/11/18
		0187JUL18	Div 7 Naches Ave Lift	07/13/18	30.08	41950	07/24/18
		0377JUL18	Bath House Marina	06/21/18	227.49	41902	07/11/18
		0385JUL18	Fish Cleaning Station Marina	06/21/18	17.97	41902	07/11/18
		0393JUL18	West End Comfort Station	06/21/18	29.10	41902	07/11/18
		0401JUL18	15 HP Pump Marina Levy	06/21/18	304.57	41902	07/11/18
		0419JUL18	Quincy Ave N 2nd Marina office bldg	06/21/18	118.33	41902	07/11/18
		0427JUL18	Marina Park	06/21/18	1,069.55	41902	07/11/18
		0435JUL18	1710 Quincy St Marina	06/21/18	227.95	41902	07/11/18
		0443JUL18	Umatilla Marina St Lights	07/12/18	193.30	41950	07/24/18
		0476JUL18	Variable Sign Hwy 730	06/21/18	25.50	41902	07/11/18
Total 1086:					<u>39,711.22</u>		
<b>1106</b>							
1106	Pea Ridge Embroidery	34084	Embroider Shirts for Staff	07/09/18	184.32	41951	07/24/18
Total 1106:					<u>184.32</u>		
<b>1139</b>							
1139	Port of Umatilla	8434	Annual Land Acquisition Payment	07/01/18	44,000.00	41952	07/24/18
Total 1139:					<u>44,000.00</u>		
<b>1178</b>							
1178	Quill Corporation	1509497R	Police Dept Supplies	10/09/17	94.75	41904	07/11/18
		2254998R	Police Dept Supplies	11/06/17	85.92	41904	07/11/18
		2255592R	Police Dept Supplies	11/06/17	5.99	41904	07/11/18
		8008582	Office Supplies	06/20/18	81.46	41904	07/11/18
		8008582	Office Supplies	06/20/18	16.19	41904	07/11/18
		8008582	Office Supplies	06/20/18	32.64	41904	07/11/18
		8008582	Office Supplies	06/20/18	48.82	41904	07/11/18
		8008582	Office Supplies	06/20/18	48.82	41904	07/11/18
		8008582	Office Supplies	06/20/18	32.64	41904	07/11/18
		8008582	Office Supplies	06/20/18	4.76	41904	07/11/18
		8039467	Planning Supplies	06/21/18	37.36	41904	07/11/18
		8238359	Office Supplies	06/29/18	70.65	41904	07/11/18
		8238359	Office Supplies	06/29/18	14.04	41904	07/11/18
		8238359	Office Supplies	06/29/18	28.30	41904	07/11/18
		8238359	Office Supplies	06/29/18	42.34	41904	07/11/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		8238359	Office Supplies	06/29/18	42.34	41904	07/11/18
		8238359	Office Supplies	06/29/18	28.30	41904	07/11/18
		8238359	Office Supplies	06/29/18	4.15	41904	07/11/18
		8241338	Office Supplies	06/29/18	8.45	41904	07/11/18
		8241338	Office Supplies	06/29/18	1.68	41904	07/11/18
		8241338	Office Supplies	06/29/18	3.39	41904	07/11/18
		8241338	Office Supplies	06/29/18	5.07	41904	07/11/18
		8241338	Office Supplies	06/29/18	5.07	41904	07/11/18
		8241338	Office Supplies	06/29/18	3.39	41904	07/11/18
		8241338	Office Supplies	06/29/18	.49	41904	07/11/18
Total 1178:					747.01		
<b>1191</b>							
1191	RDO Equipment Co.	P48576	Marina Mower Repairs	05/18/18	251.77	41905	07/11/18
		P49811	Marina Equipment Maintenance	06/07/18	100.86	41905	07/11/18
		P50406	Park Dept Equip Maintenance	06/18/18	248.09	41905	07/11/18
		P50423	Marina Equipment Maintenance	06/18/18	270.10	41905	07/11/18
Total 1191:					870.82		
<b>1193</b>							
1193	Recorded Books, LLC	75916837	Books on Tape for Library	06/28/18	143.96	41906	07/11/18
Total 1193:					143.96		
<b>1250</b>							
1250	SAIF Corporation	2018-2019	W/C Premium/Assment	07/01/18	423.00	41821	07/02/18
		2018-2019	W/C Premium/Assment	07/01/18	1,096.00	41821	07/02/18
		2018-2019	W/C Premium/Assment	07/01/18	43.00	41821	07/02/18
		2018-2019	W/C Premium/Assment	07/01/18	4,834.00	41821	07/02/18
		2018-2019	W/C Premium/Assment	07/01/18	22,093.00	41821	07/02/18
		2018-2019	W/C Premium/Assment	07/01/18	7,871.00	41821	07/02/18
		2018-2019	W/C Premium/Assment	07/01/18	8,197.00	41821	07/02/18
		2018-2019	W/C Premium/Assment	07/01/18	14,131.00	41821	07/02/18
		2018-2019	W/C Premium/Assment	07/01/18	123.00	41821	07/02/18
		2018-2019	W/C Premium/Assment	07/01/18	812.00	41821	07/02/18
		2018-2019	W/C Premium/Assment	07/01/18	723.00	41821	07/02/18
Total 1250:					60,346.00		
<b>1259</b>							
1259	Sanitary Disposal, Inc.	JUNE18	Refuse Collection	06/30/18	48,018.18	41954	07/24/18
		JUNE18	Marina Refuse	06/30/18	781.95	41954	07/24/18
Total 1259:					48,800.13		
<b>1311</b>							
1311	Simplot Grower Solutions	757102239	Agri Star Gly Star Plus	06/07/18	449.50	41910	07/11/18



Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 1311:					449.50		
<b>1332</b>							
1332	Smitty's Ace Hardware	578805	PARKS MAINTENANCE	06/05/18	39.98	41912	07/11/18
		579009	Marina Maintenance	06/07/18	101.94	41912	07/11/18
		579054	water dept maintenance	06/08/18	36.34	41912	07/11/18
		579227	PARKS MAINTENANCE	06/11/18	12.59	41912	07/11/18
		579268	Marina Maintenance	06/11/18	19.96	41912	07/11/18
		579353	water dept maintenance	06/12/18	95.43	41912	07/11/18
		579506	PARKS MAINTENANCE	06/14/18	25.98	41912	07/11/18
		579914	Marina Maintenance	06/19/18	359.95	41912	07/11/18
		580002	water dept maintenance	06/20/18	29.16	41912	07/11/18
		580074	Landing Days Supplies	06/21/18	107.94	41912	07/11/18
		580120	Marina Maintenance	06/21/18	59.47	41912	07/11/18
		580121	Marina Maintenance	06/21/18	7.96	41912	07/11/18
		580467	PARKS MAINTENANCE	06/26/18	55.98	41912	07/11/18
		580494	PARKS EQUIPMENT MAINTENANCE	06/26/18	61.97	41912	07/11/18
		580508	Sewer Dept. Maintenance	06/26/18	133.96	41912	07/11/18
		580748	PARKS MAINTENANCE	06/29/18	27.99	41912	07/11/18
		580843	Marina Maintenance	06/30/18	10.74	41912	07/11/18
Total 1332:					1,187.34		
<b>1343</b>							
1343	Specks Printing	7249	Business Cards- Itzel/Katie	06/14/18	130.00	41913	07/11/18
		7253	Planning Envelops	06/21/18	245.00	41913	07/11/18
		7269	Business Cards- HORN	07/13/18	27.50	41955	07/24/18
		7269	Business Cards- HORN	07/13/18	27.50	41955	07/24/18
Total 1343:					430.00		
<b>1387</b>							
1387	Table Rock Analytical Lab	21069	Lead&Copper Tests	07/10/18	900.00	41956	07/24/18
		21126	Coliform drinking water tests	07/17/18	240.00	41956	07/24/18
		21146	Dried Bio Solids Tests	07/19/18	390.00	41956	07/24/18
Total 1387:					1,530.00		
<b>1392</b>							
1392	Talos Engineering, Inc.	1092	Cellular Texting System	07/01/18	55.00	41917	07/11/18
Total 1392:					55.00		
<b>1405</b>							
1405	Terrel L. Templeman, Ph.D.	062718	Psych Eval Bircher	06/27/18	550.00	41918	07/11/18
Total 1405:					550.00		
<b>1406</b>							
1406	Territorial Supplies, Inc.	13916	5 Badges - Police Dept	07/03/18	519.50	41919	07/11/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 1406:					519.50		
<b>1418</b>							
1418	The Police and Sheriffs Press	107777	Holoview Secure ID Cards	06/26/18	32.49	41920	07/11/18
Total 1418:					32.49		
<b>1471</b>							
1471	Umatilla County Finance Dept	JUNE18	County Court Assessment	06/30/18	3,684.34	41924	07/11/18
Total 1471:					3,684.34		
<b>1478</b>							
1478	Umatilla Elect. Coop. Assoc.	002JUL18	60 HP Pump	07/01/18	99.52	41957	07/24/18
		239JUN18	Lights for Waterfall	06/15/18	42.49	41925	07/11/18
		239JUN18	NE 12th & Hwy 730	06/15/18	8.36	41925	07/11/18
		239JUN18	W 2nd St & Hwy 730	06/15/18	8.00	41925	07/11/18
		240JUNE18	5 HP Sewer Pump Wildwood Elect	06/20/18	41.74	41925	07/11/18
		240JUNE18	Street Light Electric	06/20/18	9.06	41925	07/11/18
		240JUNE18	Hwy 730 / 395	06/20/18	8.00	41925	07/11/18
		240JUNE18	Hwy 730 / McNary	06/20/18	8.00	41925	07/11/18
Total 1478:					225.17		
<b>1485</b>							
1485	Umatilla Ready-Mix, Inc.	065287	WATER DEPT	07/12/18	347.00	41958	07/24/18
Total 1485:					347.00		
<b>1488</b>							
1488	Unifirst Corporation	1430217978	Bldg Maint/Supplies CH/Library	06/01/18	30.34	41959	07/24/18
		1430217978	Bldg Maint/Supplies CH/Library	06/01/18	47.00	41959	07/24/18
		1430217978	Bldg Maint/Supplies CH/Library	06/01/18	47.00	41959	07/24/18
		1430218416	Bldg Maint/Supplies CH/Library	06/08/18	39.70	41959	07/24/18
		1430218416	Bldg Maint/Supplies CH/Library	06/08/18	61.50	41959	07/24/18
		1430218416	Bldg Maint/Supplies CH/Library	06/08/18	61.49	41959	07/24/18
		1430218854	Bldg Maint/Supplies CH/Library	06/15/18	37.30	41959	07/24/18
		1430218854	Bldg Maint/Supplies CH/Library	06/15/18	57.78	41959	07/24/18
		1430218854	Bldg Maint/Supplies CH/Library	06/15/18	57.77	41959	07/24/18
		1430219297	Bldg Maint/Supplies CH/Library	06/22/18	33.39	41959	07/24/18
		1430219297	Bldg Maint/Supplies CH/Library	06/22/18	51.73	41959	07/24/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		1430219297	Bldg Maint/Supplies CH/Library	06/22/18	51.72	41959	07/24/18
Total 1488:					576.72		
<b>1504</b>							
1504	USA Bluebook	611506	Intertie Upgrade	06/28/18	1,527.77	41926	07/11/18
		619480	Sewer Dept Maintenance	07/09/18	162.49	41926	07/11/18
Total 1504:					1,690.26		
<b>1520</b>							
1520	Verizon Wireless	9809171046	2 Water Dept Lines	07/07/18	85.14	41927	07/11/18
		9810166327	PW Cell Phones/On-call phone	07/25/18	105.10	41960	07/24/18
		9810166327	Police Department Cell Phones	07/25/18	630.60	41960	07/24/18
		9810166328	Police Air Cards	07/25/18	327.01	41960	07/24/18
Total 1520:					1,147.85		
<b>1557</b>							
1557	Wesley Wise Excavating	461	Sewerline near post office	07/06/18	25,995.00	41929	07/11/18
Total 1557:					25,995.00		
<b>1629</b>							
1629	Jordan Ramis PC	148143	LEGAL SERVICE THRU JUNE 15, 2018	06/25/18	6,160.00	41881	07/11/18
Total 1629:					6,160.00		
<b>1669</b>							
1669	Burres, Patricia	79046003	Refund UTILITY 708 CHINOOK	06/20/18	100.00	41841	07/11/18
Total 1669:					100.00		
<b>1691</b>							
1691	NW Playground Equipment, Inc.	42796	Park Equipment - Kiwanis Park Soft Tiles	07/12/18	29,044.00	41949	07/24/18
Total 1691:					29,044.00		
<b>1715</b>							
1715	Ducote Consulting	1165	General Engineering Work CDBG	06/30/18	1,225.00	41856	07/11/18
		1165	SPWF Final Design Admin	06/30/18	385.00	41856	07/11/18
		1165	Final Design Phase 1	06/30/18	35.00	41856	07/11/18
		1165	General Engineering Work	06/30/18	595.00	41856	07/11/18
Total 1715:					2,240.00		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
<b>1753</b>							
1753	Jimmy's Johns Portable Toilets L	7094	Marina & RV Park - Additional Units Landing Days	06/25/18	120.00	41944	07/24/18
		7107	Marina & RV Park - 2 Units	07/01/18	185.00	41944	07/24/18
Total 1753:					305.00		
<b>1832</b>							
1832	FastTrack	43001300	UTILITY REFUND-719 Miller Loop	06/01/18	54.60	41864	07/11/18
		43003500	UTILITY REFUND-735 Miller Loop	06/07/18	37.05	41864	07/11/18
		43007100	UTILITY REFUND-710 Miller Loop	06/07/18	27.10	41864	07/11/18
		43008600	UTILITY REFUND-786 Miller Loop	06/01/18	98.08	41864	07/11/18
Total 1832:					216.83		
<b>1982</b>							
1982	Hillebrand, Patrick	JULY2018	Marina Patrol Services	07/05/18	200.00	41875	07/11/18
Total 1982:					200.00		
<b>2023</b>							
2023	METSKER, CHERYL	161412R1	RESTITUTION	06/30/18	110.00	41892	07/11/18
Total 2023:					110.00		
<b>2052</b>							
2052	CI INFORMATION MANAGMEN	0067417	SHRED SERVICES	06/30/18	39.90	41847	07/11/18
Total 2052:					39.90		
<b>2073</b>							
2073	MERRITT, GENE	E18	SLIP RELEASED-MOORAGE REFUND E18	07/03/18	85.00	41891	07/11/18
Total 2073:					85.00		
<b>2101</b>							
2101	CUES	510750	SEWER DEPT MAINTENANCE	06/29/18	751.34	41853	07/11/18
Total 2101:					751.34		
<b>2108</b>							
2108	Tonkon Torp, LLP	1567330	SIP Agreement w/County	06/15/18	1,500.00	41921	07/11/18
Total 2108:					1,500.00		
<b>2157</b>							
2157	McClure, Jennifer	180701	STRATEGIC WORK				

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
			SESSION	07/17/18	1,000.00	41889	07/11/18
	Total 2157:				1,000.00		
<b>2173</b>							
2173	EASTERN OREGON BUSINES	192	WEST COUNTY TRAILS GRANT WRITING	07/08/18	800.00	41860	07/11/18
	Total 2173:				800.00		
<b>2204</b>							
2204	AMERICAS WINDOW TINT	3743	POLICE DEPT WINDOW TINT	06/29/18	210.00	41835	07/11/18
	Total 2204:				210.00		
<b>2205</b>							
2205	RA OUTDOORS, LLC	PLG9309	MARINA RESERVATION SET UP FEE	05/31/18	750.00	41820	07/02/18
	Total 2205:				750.00		
<b>2224</b>							
2224	COAST TO COAST SOLUTION	IVC0087175	SUMMER READING PROGRAM	07/05/18	208.07	41940	07/24/18
	Total 2224:				208.07		
<b>2236</b>							
2236	Seder Architecture + Urban Des,	2	Umatilla Civic Center Study	07/09/18	1,170.00	41909	07/11/18
	Total 2236:				1,170.00		
<b>2237</b>							
2237	SealMaster Portland	26520	Street Dept Equip Operation	06/01/18	1,587.50	41908	07/11/18
	Total 2237:				1,587.50		
<b>2257</b>							
2257	ALLIED BUILDING PRODUCTS	181602	BAIL REFUND	06/30/18	200.00	41834	07/11/18
	Total 2257:				200.00		
<b>2258</b>							
2258	ZAHIROVIC, JASMIN	181454	OVERPAYMENT	06/30/18	9.00	41930	07/11/18
	Total 2258:				9.00		
<b>2259</b>							
2259	MCWILLIAMS MOVING & STO	181385	OVERPAYMENT BARRY ROOTE	06/30/18	235.00	41890	07/11/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 2259:					235.00		
<b>2260</b>							
2260	GREEN, SAMUEL	181545	OVERPAYMENT	06/30/18	10.00	41869	07/11/18
Total 2260:					10.00		
<b>2261</b>							
2261	NEWTRUX FREIGHT MANAGE	181541	OVERPAYMENT GLENNA J LUPTON	06/30/18	235.00	41893	07/11/18
Total 2261:					235.00		
<b>2262</b>							
2262	WARWICK, STEPHEN	181573	OVERPAYMENT	06/30/18	235.00	41928	07/11/18
Total 2262:					235.00		
<b>2263</b>							
2263	MARTINS BULK MILK SERVIC	181728	OVERPAYMENT BRANDON HICKS	06/30/18	235.00	41888	07/11/18
Total 2263:					235.00		
<b>2264</b>							
2264	BUTTON TRANSPORT	181672	OVERPAYMENT ANTONIO GARAY	06/30/18	235.00	41842	07/11/18
Total 2264:					235.00		
<b>2265</b>							
2265	BUCHARD, BRANDON	181580	OVERPAYMENT	06/30/18	235.00	41840	07/11/18
Total 2265:					235.00		
<b>2266</b>							
2266	FISCHER TRUCK & BUS SERV	181623	OVERPAYMENT JOHN ANDERSON	06/30/18	235.00	41866	07/11/18
Total 2266:					235.00		
<b>2267</b>							
2267	KONOVALCHUK, VLADIMIR	181575	OVERPAYMENT	06/30/18	38.00	41884	07/11/18
Total 2267:					38.00		
<b>2268</b>							
2268	SINGH, HARJIT	181236	OVERPAYMENT	06/30/18	38.00	41911	07/11/18
Total 2268:					38.00		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
<b>2269</b>							
2269	SPRAGUE, DAVID	181313	OVERPAYMENT	06/30/18	100.00	41915	07/11/18
	Total 2269:				100.00		
<b>2270</b>							
2270	CHERVENELL CONSTRUCTIO	ROWREFUN	RIGHT OF WAY REFUND	06/18/18	100.00	41846	07/11/18
	Total 2270:				100.00		
<b>2271</b>							
2271	DODSON, JERRY & BECKY	99290003	UTILITY REFUND	06/14/18	42.07	41855	07/11/18
	Total 2271:				42.07		
<b>2272</b>							
2272	HERMISTON MUNICIPAL COU	113635	JASON JAMES ABBOTT CASE#113635	06/30/18	150.00	41873	07/11/18
	Total 2272:				150.00		
<b>2273</b>							
2273	JUNIOR LIBRARY GUILD	416668	BOOKS	07/03/18	882.50	41882	07/11/18
	Total 2273:				882.50		
<b>2274</b>							
2274	PERIN, WESLEY	39176021	UTILITY REFUND	06/20/18	85.15	41903	07/11/18
	Total 2274:				85.15		
<b>2275</b>							
2275	Rome, Kaitlynn & Anthony	891160300	Utility Refund	05/31/18	19.88	41907	07/11/18
	Total 2275:				19.88		
<b>2276</b>							
2276	Spirit Mountain Lodge	RSMC09BB	Annual Statewide Training	07/11/18	306.90	41914	07/11/18
	Total 2276:				306.90		
<b>2277</b>							
2277	Stephen R. Condon, Ph D	111424	Police Evaluation Sanguino	06/27/18	525.00	41916	07/11/18
	Total 2277:				525.00		
<b>2278</b>							
2278	TOWN SQUARE PUBLICATION	8HEWOR009	ADVERTISING	06/18/18	600.00	41922	07/11/18
	Total 2278:				600.00		
<b>2279</b>							
2279	TRICITIES STEELBAND ASSO	JULY	LIBRARY DONATION	07/10/18	400.00	41923	07/11/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 2279:					400.00		
<b>2280</b>							
2280	CAMPBELL, LATAUNYNIA	071818	MARKET ANAYLYSIS PSU RESEARCH PER DIEM	07/18/18	878.05	41936	07/24/18
Total 2280:					878.05		
<b>2281</b>							
2281	CARTER, JUSTIN	330014001	UTILITY REFUND PAID BY AMERITITLE	07/20/18	72.93	41938	07/24/18
		330014001	UTILITY DEPOSIT REFUND	07/20/18	45.23	41938	07/24/18
Total 2281:					118.16		
<b>2282</b>							
2282	Prothman	2018-6353	CITY MANAGER SEARCH 1/3	07/12/18	5,666.67	41953	07/24/18
Total 2282:					5,666.67		
Grand Totals:					529,923.59		

Report Criteria:  
 Detail report type printed



**City of Umatilla**  
**Police Committee Minutes**  
**July 12, 2018**  
**11:00 a.m.**

**Attendance**

Councilor Ten Eyck, Councilor Torres-Medrano, Chief Huxel and Lt. Kennedy

**Old Business**

Grant update – A grant will be submitted prior to the October deadline for in car mobile data terminals as previously discussed. Not all cars will have individual units but will all have docking stations set up so the units can be shared.

Emergency Response Plan – Ongoing. A draft will be sent out to the committee members for some basic updates and revisions of our current plan. Councilor Ten Eyck suggested that this also be put on a future council workshop agenda for more in-depth discussion.

**New Business**

Fireworks – Information was provided by the Chief and Lieutenant regarding the difficulty in enforcing current illegal fireworks activity. The most difficult factor is trying to locate exactly who (which person) is responsible for lighting the fireworks. This is a requirement to prove that a crime has been committed. It is not a matter of writing a ticket but proving a crime was committed so the DA's office can prosecute the offender. Usually there are several people in the area and few are willing to admit who lit the match. It was suggested that the city look at an ordinance prohibiting the use of fireworks. Chief Huxel will do more research to see if other municipalities have any current ordinances in place.

Distracted driver enforcement – Chief Huxel reported that the police department will be doing some specific distracted driver enforcement operations during the month of August. These operations will be similar to the previously held pedestrian enforcement operations.

**Staff/Department Update**

Chief Huxel reported that two personnel changes occurred July 1<sup>st</sup>. Officer Vandever will be moved to full time investigations and Officer Tovey was promoted to Sergeant. Both positions were a result of the collective bargaining negotiations and were covered in our current budget that was approved by Council. Both will continue to cover shifts as needed until our new officers are through the training process.

Officer Itzel Claustro will be attending the academy in August and we are currently recruiting to fill the position that was created when Officer Prindle resigned. Reserve Officers Koehler and Butler will graduate from the Reserve Academy on July 26<sup>th</sup>. It was pointed out that these are non-paid, volunteer positions that are used to assist in the day to day operations of the department. Reserve status is maintained by volunteering a minimum of 16 hours per month. We currently have 5 Reserve Officers in the Department.

Chief Huxel discussed the process of re-accreditation. Our current accreditation period will expire in January 2019. The re-accreditation involves a 2 day on-site visit from the Oregon Accreditation Alliance that will occur sometime in December. The benefits of accreditation were discussed and the group was reminded that accreditation ensures that our department is current with best practices and policies. This is beneficial from a risk management and liability aspect especially from our insurance and legal representation.

Chief Huxel continues to have discussions on mental health issues with other local law enforcement administration as well as with state wide contacts through the Oregon Association Chief's of Police and local legislators.

**Next Meeting**

The next meeting is tentatively set for October 2018. The exact day and time to be determined.

# City of Umatilla

## Emergency Response Plan

### PURPOSE

This emergency plan has been developed to minimize hazards and to ensure the employees and citizens of the City of Umatilla that their municipal departments and emergency responders are prepared to implement protective measures in the advent of an emergency.

### SCOPE

All employees of the City of Umatilla are covered by this Emergency Response Plan and are required to understand and be familiar with their duties as they pertain to this plan. When there is an actual emergency or potential for an emergency, the procedures of this Emergency Response Plan will be carried out immediately.

This Emergency Response Plan will be reviewed at least annually and updated when any of the following occurs:

1. Applicable regulations are introduced or revised.
2. The plan fails in an exercise or real emergency.
3. Changes to the configuration of the municipality.
4. New hazards are introduced into the response plan.
5. Existing hazards are eliminated.
6. There are changes in personnel/responders.

### POTENTIAL HAZARDS

The following list of hazards represent those most common to our geographical jurisdiction.

Hazardous Materials Transportation Accidents

Hazardous Materials Fixed Site Accidents

Simplot Soil Builders, 1011 River Road

Agriliance, 621 5<sup>th</sup> Street

Gas Pipelines – 1 ½ miles west . . . Plan on file

Tidewater Barge Lines

Two Rivers Correctional Institution

Severe Storm (Wind, dust, snow)

Wildland fire/Urban Fire

Power Failure

Civil Disturbance

Earthquake/Flood

**SECTION I**

**Pre-Emergency Planning**

1. The Emergency Response Plan takes into account the local emergency response plan activated by dialing 9-1-1.
2. The City Administrator has the responsibility to ensure that coordination between public emergency response agencies and the city occurs during planning sessions, training sessions and during actual emergencies.
3. The following is a list of agencies that could be involved with emergencies.

<b><u>AGENCY</u></b>	<b><u>CONTACT NAME/BUS PHONE/EMERGENCY #</u></b>	
Fire Department	922-3718	9-1-1
Law Enforcement (Umatilla)	922-3789	9-1-1
Emergency Medical	922-3718	9-1-1
Poison Control Center	800-452-7165	
Chemtrec	800-424-9300	
LEPC (Umatilla County)	541-276-7111	

**EMERGENCY INFORMATION FOR 9-1-1**

Name of Facility: CITY OF UMATILLA

Address of Facility: 700 6<sup>th</sup> Street, Umatilla

Phone Number: 541-922-3226

Your Name: \_\_\_\_\_

Type of Emergency and General Location: \_\_\_\_\_

Extent of Emergency:

- Fire in control or out of control
- Did explosion occur?
- Will area evacuation occur or is needed

Injury or non-injury:

- How many people?
- Extent of injuries (Conscious/unconscious, breathing, bleeding, delirious)
- Entrapment or other complications

Any other known special needs

## SECTION II

### Personnel Roles and Line of Authority

#### ORGANIZATION

The City of Umatilla Emergency Management organization is under immediate operational direction and control of the Mayor and City Manager who are responsible to the City Council. This organization is composed of all essential departments of city government, plus private agencies and individuals who are necessary to perform specialized functions.

#### EMPLOYEES

All employees, who see an emergency situation or believe an emergency is about to occur, should initiate the appropriate emergency response system.

- Sound alarm (alarms may be verbal/radio/telephone)
- Remove/move to safe area
- Call 9-1-1 and/or notify supervisor
- Secure the area

#### DIRECTION AND CONTROL

If an incident occurs within the boundary of any city within Umatilla County, that city will have direction and control of all emergency management operations, except in case of inability or incapacity to function, at which time Umatilla County will assume coordinating and directional responsibility. Any city within Umatilla County may request special assistance from the County Emergency Management office while still retaining direction and control.

The City Council has the ultimate authority to direct and control emergency operations within the city. When an emergency situation arises the Council/Mayor, or the city Manager, acting on behalf of the Council, may place the City Emergency Response Plan into effect. The City Council has the authority to:

1. Make disaster declarations
2. Activate the emergency response plan
3. Request county assistance
4. Direct and control city disaster operations
5. Order a curfew
6. Close schools
7. Order evacuations
8. Order emergency sheltering
9. Close roads and authorize detours
10. Commit necessary resources

The responsibility for emergency services operations within the city is vested in the Mayor/City Manager/Police Chief. Heads of the emergency services assigned responsibility for emergency functions will be assembled in the emergency operations center located at:

Umatilla City Hall  
700 6<sup>th</sup> Street  
Umatilla, Oregon

## TASK ASSIGNMENTS

- A. Police Services
  - a. Traffic control
  - b. Security
  - c. Search and rescue
  - d. Evacuation
- B. Fire Services
  - a. Fight fires
  - b. Quick response
  - c. Hazardous materials (Hermiston Hazmat Team)
  - d. Radiological accidents
- C. Public Works
  - a. Repair and maintenance of public roads/facilities
  - b. Removal of snow and debris
  - c. Liaison between utility companies (electric, gas, etc.)
  - d. Transportation of personnel and equipment
- D. Welfare Services
  - a. Emergency shelter
  - b. Emergency feeding
  - c. Registration of evacuees
  - d. Shelter first aid
- E. Medical and Health Service
  - a. Coordination of emergency medical personnel
  - b. Handling of casualties
  - c. Public health considerations
  - d. Assessment of sanitation needs/quality control
  - e. Provisions for special needs population
- F. Resource Management
  - a. Procurement of manpower, supplies and transportation
  - b. Volunteer registration and assignments
  - c. Maintain inventory of resources
  - d. Fiscal responsibility
- G. Emergency Communications
  - a. Provides communication links between EOC and shelter
  - b. Operation of communications in the EOC
  - c. Coordination with Amateur Radio Operators
- H. Public Information
  - a. Prepare and disseminate public information bulletins
  - b. Handle media inquiries/press conferences
- I. Damage Assessment/Emergency Reporting
  - a. Coordinate damage analysis
  - b. Prepare reports/statistics

## COMMUNICATION

1. Notification will be given verbally, by radio or telephone.
2. Standardized hand signals will be used when other means are not possible.

## TRAINING

1. All appropriate employees will receive training on the hazardous substances used, stored or manufactures in accordance with the Hazard Communication Standard, 1910.1200 and/or the Hazardous Waste Operations & Emergency Response Standard 1910.120 during their orientation session and as required by CIS.
2. All employees will become familiar with the City of Umatilla Emergency Response Plan and the Safety Manual.

## SECTION III

### Emergency Recognition and Prevention

1. All employees must stay alert for possible and actual emergency situations.
2. Hazardous substance releases can be caused by:
  - a. Tanks, valves and piping leak
  - b. Containers or chemical baths overflowing
  - c. Improper handling
  - d. Incorrect storage
  - e. Containers can break during transportation
  - f. Leakage of toxic, flammable, corrosive, poisonous or pyrophoric substances
  - g. Spill during off-loading of bulk chemicals
  - h. Spills from vehicle accidents
  - i. Mixing of incompatible substances
  - j. Other emergencies
3. The Emergency Response Plan must be implemented if:
  - a. The spill or release could result in the release of flammable gases, liquids or vapors that creates a fire or explosion hazard.
  - b. The spill or release could cause the release of toxic gases, fumes, solids or liquids, that would create an unsafe condition
  - c. The spill or release is reportable quantity
  - d. The spill or release gets into a storm system, drain, porous material not designated to hold the material, street, trench, waterway, soil, atmosphere or went off-site.
  - e. The spill cannot be contained and cleaned up by the employee(s) who are working with the material(s). If the employee(s) who were working with the material(s) have the training and equipment to clean up and dispose of the spilled or released material(s), it would then be classified as an incidental spill or release and the Emergency Response Plan would not be implemented.



## **SECTION IV**

### **Safe Distances and Places of Refuge**

1. All personnel will be aware of the location of the primary and alternate exits in their work areas and the designated assembly areas. If you do not report to the assembly area it will be assumed, you are still in the facility. Do not re-enter the facility until instructed to do so.
2. For certain emergencies sheltering in place would provide for more safety.

## **SECTION V**

### **Site Security and Control**

1. Areas surrounding a spill or release must be controlled to prohibit unauthorized personnel from entering a hot zone and to keep individuals from inadvertently walking into a dangerous area.
2. Once an emergency situation has been discovered and evacuated notify your supervisor and/or call 9-1-1.

## **SECTION VI**

### **Evacuation**

1. In the event of an evacuation, personnel are to stop work immediately, if possible shut off any operating machinery before evacuating. If it does not delay evacuation take a coat and vehicle key with you.
2. Supervisors/Managers will be the last ones to leave the work area (if possible) and should make sure all personnel have vacated the work area.
3. In certain instances, releases will contaminate the outside air. The city of Umatilla recommends that Sheltering in Place is the preferred method of protecting nearby individuals in the event of a spill/release.

ASSEMBLY AREA #1 ...(ZIP TRIP PARKING AREA) POLICE DEPT. PARKING LOT

ALTERNATE ASSEMBLY AREA ... TO BE DETERMINED IF NECESSARY

**SECTION VII**

**Decontamination**

Dial 9-1-1

**SECTION VIII**

**Emergency Medical Treatment and First Aid**

Dial 9-1-1

**SECTION IX**

**Emergency Alerting and Response Procedures**

1. Sound Alarm (verbal/radio/telephone)
2. Remove/move to safe area
3. Call 9-1-1 and/or notify supervisor
4. Secure the area

**CITY OF UMATILLA  
PERSONNEL COMMITTEE MINUTES  
CITY HALL  
JULY 25, 2018  
10:00 A.M.**

**1. MEETING CALLED TO ORDER**

**Present:** Councilor Ray, Councilor TenEyck, Interim City Manager Mabbott, Recorder Sandoval, Public Works Director Barron, and Chief Huxel.

Councilor TenEyck excused himself at 10:45 a.m.

**2. DISCUSSION ITEMS**

**2.1 Review City Organization Chart (Past, Present, Other Cities)**

There were two different organizational charts for the city, neither version was current or had any formal approval by a city manager. The two organizational charts also did not represent the current structure or how the city was currently running.

**2.2 Discuss Current Process for Amending and Adopting City Organizational Chart**

The committee discussed how organizational charts were developed in the past and acknowledged that the city does not have a formal process for amending and adopting the city's organizational chart.

**2.3 Discuss Proposed Process for Amendment and Adoption of Organizational Chart**

Recorder Sandoval recommended the Org Chart be added to the handbook, as the handbook was something that came before the council for approval. A consensus was reached that the Personnel Committee, department heads, and city recorder would work on updating the organizational chart and would present to Council for formal adoption.

**2.4 Review Current Process for Creating and Amending Job Description**

City employee job descriptions have need to be formalized and memorialized. Historically the process for creating and amending has not been consistent. There was consensus that the city manager had ultimate responsibility to review and approve job descriptions.

Councilor Ray wanted to see a duty added to supervisors that required supervisors to evaluate all of their subordinates.

**2.5 Discuss Proposed Process/Protocol for Creating and Amending Job Descriptions and Format of Job Descriptions, Consistency with Template**

Chief Huxel explained that in the past, the Personnel Committee would help amend or create new job descriptions; job descriptions would then be presented to the Budget Committee, then City Council would approve the salary schedule for positions.

A consensus was reached that job descriptions should be updated and that the city would adopt a consistent template for all job descriptions. Recorder Sandoval will develop a format/template and share that with Department Heads. There was a consensus that Department Heads would be responsible for updating job descriptions for their respective departments and Sandoval would be available to help. Councilor Ray also confirmed his understanding that only the city manager can make changes to job descriptions. Interim City Manager indicated that it would be good to have Personnel Committee review Department Head job descriptions. Separate job

descriptions need to be created for staff who hold multiple positions. Recorder Sandoval would work on those job descriptions and present during the next Personnel Committee meeting.

2.6 Memo from Robert Ward Regarding City Manager Transition and Senior Staff Restructuring

Brief discussion ensued about a memo written by Bob Ward prior to the city manager transition and senior staff restructuring. Council had reviewed the memo in executive session. That memo shed some light on the intent and confusion about the function of the deputy city manager. Councilor Ray stated that the city manager has the sole discretion to appoint a deputy city manager.

2.7 Personnel Policies and Handbook

The City does not have a personnel policy book, just a handbook that serves as a guideline for department heads and HR. City Recorder Sandoval will begin drafting personnel policies for review by Personnel committee.

City Recorder Sandoval will draft an updated Org Chart, create a standardized template for job descriptions and coordinate with department heads to ensure all job descriptions are current and have a standard format.

3. ADJOURN

Next meeting will be tentatively scheduled in a month. Meeting adjourned at 11:49 a.m.



OREGON LIQUOR CONTROL COMMISSION

LIQUOR LICENSE APPLICATION

LICENSE FEE: Do not include the license fee with the application (the license fee will be collected at a later time).

APPLICATION: Application is being made for:

- Application type checkboxes: Brewery, Brewery-Public House, Distillery, Full On-Premises, Commercial, Full On-Premises, Caterer, Full On-Premises, Passenger Carrier, Full On-Premises, Other Public Location, Full On-Premises, Nonprofit Private Club, Full On-Premises, For-Profit Private Club, Grower Sales Privilege, Limited On-Premises (checked), Off-Premises, Off-Premises with Fuel Pumps, Warehouse, Wholesale Malt Beverage & Wine (WMBW), Winery.

CITY AND COUNTY USE ONLY

Date application received

Name of City or County

Recommends this license be \_\_\_ Granted \_\_\_ Denied

By

Date

OLCC USE

Application received by Mungis

Date 6/12/2018

License Action: NEW ATLET

1. LEGAL ENTITY (example: corporation or LLC) or INDIVIDUAL(S) applying for the license:

Applicant #1

Donitas Tacos LLC

Applicant #2

Applicant #3

Applicant #4

RECEIVED

JUN 12 2018

Oregon Liquor Control Commission  
Bend, Oregon

2. Trade Name of the Business (the name customers will see):

Donitas Tacos LLC

3. Business Location: Number and Street 900 12th Street

City Umatilla

County Umatilla

ZIP 97882

4. Is the business at this location currently licensed by the OLCC?  Yes  No

5. Mailing Address (where the OLCC will send your mail):

PO Box, Number, Street, Rural Route

City Umatilla

P.O. Box

State OR

ZIP 97882

6. Phone Number of the Business Location: 509-

7. Contact Person for this Application: Miguel Olivera

Name

Phone Number 509-

8

Mailing Address, City, State, ZIP

900 12th Street Apt #3, Umatilla OR 97882

Email

I understand that marijuana (such as use, consumption, ingestion, inhalation, samples, give-away, sale, etc.) is prohibited on the licensed premises.

Signature of Applicant #1

Miguel A Olivera

Signature of Applicant #2

Signature of Applicant #3

Signature of Applicant #4



OREGON LIQUOR CONTROL COMMISSION  
INDIVIDUAL HISTORY FORM

1. Name: (LAST) Olivera (FIRST) Miguel (MIDDLE) ANTONIO

2. Other Names Used (Maiden, Etc.):

3. Do you have a Social Security Number (SSN) issued by the U.S. Social Security Administration?  
 Yes  No If yes, please provide your SSN: \_\_\_\_\_

**SOCIAL SECURITY NUMBER DISCLOSURE:** As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) & ORS 25.785). If you are an applicant or licensee and fail to provide your SSN, the OLCC may refuse to process your application. Your SSN will be used only for child support enforcement purposes unless you indicate below.

Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your voluntary consent to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (5 USC § 552(a)).

Do you voluntarily consent to the OLCC's use of your SSN as just described?  Yes  No

4. Date of Birth (MM/DD/YYYY): 11 / 1 / 21

6. Driver License or State ID #:

8. Residence Address:

5. Contact Phone: 509-

7. State: WA

9. Mailing Address (if different):

P.O. BOX 442, Umatilla of 97882

10. E-Mail (optional): miguelolivera72@yahoo.com

11. Do you have a spouse or domestic partner?  Yes  No  
If yes, list his/her full name:

12. If yes to #11, will this person be involved in the management of, or have control over the business?  
 No  Yes

13. In the past 10 years, have you been **convicted** ("convicted" includes paying a fine) in Oregon or another U.S. state of driving a car with a suspended driver license or driving a car with no insurance?  
 No  Yes (Please include explanation below)  Unsure (Please include explanation below)

14. In the past 10 years, have you been **convicted** ("convicted" includes paying a fine) in Oregon or another U.S. state of a **FELONY**?  
 No  Yes (Please include explanation below)  Unsure (Please include explanation below)

15. Have you ever been in a drug or alcohol **diversion program** in Oregon or another U.S. state? A diversion program is where you are required, usually by the court or another government agency, to complete certain requirements in place of being convicted of a drug or alcohol-related offense.  
 No  Yes (Please include explanation below)  Unsure (Please include explanation below)

OSP/DMV  
Search Completed

RECEIVED

JUN 12 2018

JUN 12 2018

OLCC IH Application (Rev. 06/2017)

INITIALS: MA

Oregon Liquor Control Commission  
Bend, Oregon

16. Do you, or any legal entity that you are a part of, currently hold or have previously held a liquor license or a recreational marijuana license in Oregon or another U.S. state? (Note: alcohol service permits and marijuana worker permits are not liquor licenses).

No  Yes (Please include explanation below)  Unsure (Please include explanation below)

17. Have you, or any legal entity that you are a part of, ever had an application for a license, permit, or certificate denied or cancelled by the OLCC or any other governmental agency in the U.S.?

No  Yes (Please include explanation below)  Unsure (Please include explanation below)

18. Are you applying for a Full On-Premises, Limited On-Premises, Off-Premises, or Brewery-Public House license?

No Please skip questions 19 & 20. Go directly to question 21.  
 Yes Please answer questions 19, 20, and 21.

19. Do you or will you have any ownership interest in a business that manufactures, wholesales, or distributes alcohol in Oregon or another U.S. state?

No  Yes (Please include explanation below)  Unsure (Please include explanation below)

20. Does or will an alcohol manufacturer, wholesaler, or distributor in Oregon or another U.S. state have any ownership interest in your business?

No  Yes (Please include explanation below)  Unsure (Please include explanation below)

21. Do you currently have, or will you have, any ownership interest in any business in Oregon with a Full On-Premises, Limited On-Premises, Off-Premises, or Brewery-Public House license?

No  Yes (Please include explanation below)  Unsure (Please include explanation below)

You must sign your own form. Another person, like your attorney or a person with power of attorney, may not sign your form. I affirm that my answers are true and complete. I understand the OLCC will use the above information to check my records, including but not limited to, criminal history. I understand that if my answers are not true and complete, the OLCC may deny my license application.

Name: (LAST) <u>Olivera</u>	(FIRST) <u>Miguel</u>	(MIDDLE) <u>Antonio</u>
Signature: <u>Miguel A Olivera</u>		Date: <u>5-25-18</u>





# OREGON LIQUOR CONTROL COMMISSION BUSINESS INFORMATION

Please Print or Type

Applicant Name: DONITAS TACOS LLC Phone: 509-

Trade Name (dba): DONITAS TACOS LLC

Business Location Address: 900 10th St.

City: Umatilla OR ZIP Code: 97882

### DAYS AND HOURS OF OPERATION

#### Business Hours:

Sunday 10AM to 9PM  
 Monday 10AM to 9PM  
 Tuesday 10AM to 9PM  
 Wednesday 10AM to 9PM  
 Thursday 10AM to 9PM  
 Friday 10AM to 12AM  
 Saturday 10AM to 12AM

#### Outdoor Area Hours:

Sunday \_\_\_\_\_ to \_\_\_\_\_  
 Monday \_\_\_\_\_ to \_\_\_\_\_  
 Tuesday N/A to \_\_\_\_\_  
 Wednesday N/A to \_\_\_\_\_  
 Thursday \_\_\_\_\_ to \_\_\_\_\_  
 Friday \_\_\_\_\_ to \_\_\_\_\_  
 Saturday \_\_\_\_\_ to \_\_\_\_\_

The outdoor area is used for:

- Food service Hours: \_\_\_\_\_ to \_\_\_\_\_
- Alcohol service Hours: \_\_\_\_\_ to \_\_\_\_\_
- Enclosed, how \_\_\_\_\_

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

(Investigator's Initials)

Seasonal Variations:  Yes  No If yes, explain: \_\_\_\_\_

### ENTERTAINMENT

Check all that apply:

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

### DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday 10AM to 9PM  
 Monday 10AM to 9PM  
 Tuesday 10AM to 9PM  
 Wednesday 10AM to 9PM  
 Thursday 10AM to 9PM  
 Friday 10AM to 12AM  
 Saturday 10AM to 12AM

### SEATING COUNT

Restaurant: 50 Outdoor: 0  
 Lounge: 0 Other (explain): 0  
 Banquet: 0 Total Seating: 50

**OLCC USE ONLY**

Investigator Verified Seating:      (Y)      (N)

Investigator Initials: \_\_\_\_\_

Date: \_\_\_\_\_

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

Applicant Signature: Liquet A. Rivera Date: 5-25-18

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

(rev. 12/07)





# LIQUOR LICENSE APPLICATION

**LICENSE FEE:** Do not include the license fee with the application (the license fee will be collected at a later time).

**APPLICATION:** Application is being made for:

- Brewery
- Brewery-Public House
- Distillery
- Full On-Premises, Commercial
- Full On-Premises, Caterer
- Full On-Premises, Passenger Carrier
- Full On-Premises, Other Public Location
- Full On-Premises, Nonprofit Private Club
- Full On-Premises, For-Profit Private Club
- Grower Sales Privilege
- Limited On-Premises
- Off-Premises
- Off-Premises with Fuel Pumps
- Warehouse
- Wholesale Malt Beverage & Wine (WMBW)
- Winery

**CITY AND COUNTY USE ONLY**

Date application received \_\_\_\_\_

Name of City or County \_\_\_\_\_

Recommends this license be \_\_\_ Granted \_\_\_ Denied

By \_\_\_\_\_

Date \_\_\_\_\_

---

**OLCC USE**

Application received by \_\_\_\_\_

Date \_\_\_\_\_

License Action: \_\_\_\_\_

**1. LEGAL ENTITY (example: corporation or LLC) or INDIVIDUAL(S) applying for the license:**

Applicant #1 <i>TT'S minimart LLC</i>	Applicant #2
Applicant #3	Applicant #4

**2. Trade Name of the Business (the name customers will see):**  
*TT'S minimart*

**3. Business Location: Number and Street** *131 6th ST*

City <i>Umatilla</i>	County <i>Umatilla</i>	ZIP <i>97882</i>
----------------------	------------------------	------------------

**4. Is the business at this location currently licensed by the OLCC?**  Yes  No

**5. Mailing Address (where the OLCC will send your mail):** *SAME AS ABOVE*

PO Box, Number, Street, Rural Route \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

**6. Phone Number of the Business Location:** *541*

**7. Contact Person for this Application:** *Teresa Wiser*

Name <i>Teresa Wiser</i>	Phone Number <i>503</i>
Mailing Address, City, State, ZIP <i>1610 Columbia St Umatilla OR 97882</i>	
Email _____	

**I understand that marijuana (such as use, consumption, ingestion, inhalation, samples, give-away, sale, etc.) is prohibited on the licensed premises.**

Signature of Applicant #1 <i>Teresa Wiser</i>	Signature of Applicant #2
Signature of Applicant #3	Signature of Applicant #4



# INDIVIDUAL HISTORY FORM

<b>1. Name: (LAST)</b> <u>Wiser</u>	<b>(FIRST)</b> <u>TERESA</u>	<b>(MIDDLE)</b> <u>SUE</u>
<b>2. Other Names Used (Maiden, Etc.):</b> <u>Wodesky</u>		
<b>3. Do you have a Social Security Number (SSN) issued by the U.S. Social Security Administration?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide your SSN: _____		
<p><b>SOCIAL SECURITY NUMBER DISCLOSURE:</b> As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) &amp; ORS 25.785). If you are an applicant or licensee and fail to provide your SSN, the OLCC may refuse to process your application. Your SSN will be used only for child support enforcement purposes unless you indicate below.</p> <p>Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your voluntary consent to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (5 USC§ 552(a)).</p> <p>Do you voluntarily consent to the OLCC's use of your SSN as just described? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>		
<b>4. Date of Birth (MM/DD/YYYY):</b> /     /	<b>5. Contact Phone:</b> <u>503</u> <u>3</u>	
<b>6. Driver License or State ID #:</b>	<b>7. State:</b> <u>OR</u>	
<b>8. Residence Address:</b>		
<b>9. Mailing Address (if different):</b> <u>Same as above</u>		
<b>10. E-Mail (optional):</b>		
<b>11. Do you have a spouse or domestic partner?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, list his/her full name: <u>Richard LeRoy Wiser Jr</u>		
<b>12. If yes to #11, will this person be involved in the management of, or have control over the business?</b> <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes		
<b>13. In the past 10 years, have you been <u>convicted</u> ("convicted" includes paying a fine) in Oregon or another U.S. state of driving a car with a suspended driver license or driving a car with no insurance?</b> <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)		
<b>14. In the past 10 years, have you been <u>convicted</u> ("convicted" includes paying a fine) in Oregon or another U.S. state of a <u>FELONY</u>?</b> <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)		
<b>15. Have you ever been in a drug or alcohol <u>diversion program</u> in Oregon or another U.S. state? A diversion program is where you are required, usually by the court or another government agency, to complete certain requirements in place of being convicted of a drug or alcohol-related offense.</b> <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)		

16. Do you, or any legal entity that you are a part of, **currently hold** or **have previously held** a liquor license or a recreational marijuana license in Oregon or another U.S. state? (Note: alcohol service permits and marijuana worker permits are not liquor licenses).

No  Yes (Please include explanation below)  Unsure (Please include explanation below)

17. Have you, or any legal entity that you are a part of, **ever** had an application for a license, permit, or certificate **denied or cancelled** by the OLCC or any other governmental agency in the U.S.?

No  Yes (Please include explanation below)  Unsure (Please include explanation below)

18. Are you applying for a Full On-Premises, Limited On-Premises, Off-Premises, or Brewery-Public House license?

No Please skip questions 19 & 20. Go directly to question 21.

Yes Please answer questions 19, 20, and 21.

19. Do you or will you have any ownership interest in a business that manufactures, wholesales, or distributes alcohol in Oregon or another U.S. state?

No  Yes (Please include explanation below)  Unsure (Please include explanation below)

20. Does or will an alcohol manufacturer, wholesaler, or distributor in Oregon or another U.S. state have any ownership interest in your business?

No  Yes (Please include explanation below)  Unsure (Please include explanation below)

21. Do you currently have, or will you have, any ownership interest in any business in Oregon with a Full On-Premises, Limited On-Premises, Off-Premises, or Brewery-Public House license?

No  Yes (Please include explanation below)  Unsure (Please include explanation below)

You must sign your own form. Another person, like your attorney or a person with power of attorney, may not sign your form. I affirm that my answers are true and complete. I understand the OLCC will use the above information to check my records, including but not limited to, criminal history. I understand that if my answers are not true and complete, the OLCC may deny my license application.

Name: (LAST)

Wiser

(FIRST)

Teresa

(MIDDLE)

Sue

Signature:

Teresa Sue Wiser

Date:

07/11/18



# INDIVIDUAL HISTORY FORM

1. Name: (LAST) <u>Wiser JR</u>	(FIRST) <u>Richard</u>	(MIDDLE) <u>LeRoy</u>
2. Other Names Used (Maiden, Etc.):		
3. Do you have a Social Security Number (SSN) issued by the U.S. Social Security Administration? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No   If yes, please provide your SSN: _____		
<p><b>SOCIAL SECURITY NUMBER DISCLOSURE:</b> As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) &amp; ORS 25.785). If you are an applicant or licensee and fail to provide your SSN, the OLCC may refuse to process your application. Your SSN will be used only for child support enforcement purposes unless you indicate below.</p> <p>Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your voluntary consent to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (5 USC § 552(a).</p> <p>Do you voluntarily consent to the OLCC's use of your SSN as just described?   <input checked="" type="checkbox"/> Yes   <input type="checkbox"/> No</p>		
4. Date of Birth (MM/DD/YYYY): <u>          </u> / <u>11</u> / <u>          </u>	5. Contact Phone: <u>503-</u> _____	
6. Driver License or State ID #: <u>          </u>	7. State: <u>OR</u>	
8. Residence Address: <u>111A</u>		
9. Mailing Address (if different): <u>SAME AS ABOVE</u>		
10. E-Mail (optional): _____		
11. Do you have a spouse or domestic partner? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, list his/her full name: <u>TERESA WISER</u>		
12. If yes to #11, will this person be involved in the management of, or have control over the business? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <u>MAIN OWNER LLC</u>		
13. In the past 10 years, have you been <b>convicted</b> ("convicted" includes paying a fine) in Oregon or another U.S. state of driving a car with a suspended driver license or driving a car with no insurance? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)		
14. In the past 10 years, have you been <b>convicted</b> ("convicted" includes paying a fine) in Oregon or another U.S. state of a <b>FELONY</b> ? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)		
15. Have you ever been in a drug or alcohol <b>diversion program</b> in Oregon or another U.S. state? A diversion program is where you are required, usually by the court or another government agency, to complete certain requirements in place of being convicted of a drug or alcohol-related offense. <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)		



16. Do you, or any legal entity that you are a part of, **currently hold** or **have previously held** a liquor license or a recreational marijuana license in Oregon or another U.S. state? (Note: alcohol service permits and marijuana worker permits are not liquor licenses).

No  Yes (Please include explanation below)  Unsure (Please include explanation below)

17. Have you, or any legal entity that you are a part of, **ever** had an application for a license, permit, or certificate **denied or cancelled** by the OLCC or any other governmental agency in the U.S.?

No  Yes (Please include explanation below)  Unsure (Please include explanation below)

18. Are you applying for a Full On-Premises, Limited On-Premises, Off-Premises, or Brewery-Public House license?

No Please skip questions 19 & 20. Go directly to question 21.  
 Yes Please answer questions 19, 20, and 21.

19. Do you or will you have any ownership interest in a business that manufactures, wholesales, or distributes alcohol in Oregon or another U.S. state?

No  Yes (Please include explanation below)  Unsure (Please include explanation below)

20. Does or will an alcohol manufacturer, wholesaler, or distributor in Oregon or another U.S. state have any ownership interest in your business?

No  Yes (Please include explanation below)  Unsure (Please include explanation below)

21. Do you currently have, or will you have, any ownership interest in any business in Oregon with a Full On-Premises, Limited On-Premises, Off-Premises, or Brewery-Public House license?

No  Yes (Please include explanation below)  Unsure (Please include explanation below)

You must sign your own form. Another person, like your attorney or a person with power of attorney, may not sign your form. I affirm that my answers are true and complete. I understand the OLCC will use the above information to check my records, including but not limited to, criminal history. I understand that if my answers are not true and complete, the OLCC may deny my license application.

Name: (LAST)	(FIRST)	(MIDDLE)
Wiser Jr	Richard	LeRoy
Signature: <i>Richard Wiser</i>		Date: 7-11-2018



OREGON LIQUOR CONTROL COMMISSION
BUSINESS INFORMATION

Please Print or Type

Applicant Name: Teresa Wiser Phone: 503

Trade Name (dba): TT's Mini Mart

Business Location Address: 131 6th Street

City: Umatilla OR ZIP Code: 97882

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday 6am to 11pm
Monday 5am to 11pm
Tuesday 5am to 11pm
Wednesday 5am to 11pm
Thursday 5am to 11pm
Friday 5am to 12am
Saturday 6am to 12am

Outdoor Area Hours:

Sunday to
Monday to
Tuesday to
Wednesday N/A to
Thursday N/A to
Friday to
Saturday to

The outdoor area is used for:

- Food service Hours: N/A to
Alcohol service Hours: N/A to
Enclosed, how

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

(Investigator's Initials)

Seasonal Variations: Yes No If yes, explain:

ENTERTAINMENT

Check all that apply:

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

DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday to
Monday to
Tuesday to
Wednesday to
Thursday N/A to
Friday N/A to
Saturday to

SEATING COUNT

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

OLCC USE ONLY
Investigator Verified Seating: (Y) (N)
Investigator Initials:
Date:

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

Applicant Signature: Teresa Wiser Date: 07/11/18

**RESOLUTION NO. 04-2019**  
**A RESOLUTION APPROVING INCLUSION OF THE CITY OF UMATILLA IN THE**  
**ANIMAL CONTROL SERVICES DISTRICT**

The City Council of the City of Umatilla, Oregon finds:

- A. The Umatilla County, Oregon, Board of Commissioners intends to form a county service district for Animal Control Services under the authority of ORS Chapter 198 and 451.
- B. The Pioneer Humane Society is proposing the creation of a new County Service District to provide funding for animal control services.
- C. The boundaries of the proposed district would include all areas of Umatilla County, including all incorporated cities.
- D. The city council believes an animal control services will be able to better meet the needs of animals and their caretakers within the city limits.

The City Council of the City of Umatilla resolves:

- A. The City of Umatilla, Oregon, consents to the inclusion of all the territory of the City within the boundaries of the proposed Umatilla County Animal Control District, and approves the Umatilla County order initiating the formation of that district.

Adopted by the City Council of the City of Umatilla, Umatilla County, Oregon, this the 7<sup>th</sup> day of August, 2018.

---

Daren Dufloth, Mayor

ATTEST:

---

Nanci Sandoval, City Recorder

STATE OF OREGON        )  
                                  )  
UMATILLA COUNTY        )        ss

I certify that the foregoing is a true copy of the original resolution on file in the office of the City Recorder.

---

Nanci Sandoval, City Recorder



**RESOLUTION NO. 05-2019**

**RESOLUTION AUTHORIZING THE CITY'S PARTICIPATION IN  
THE LEAGUE OF OREGON CITIES' PILOT PROGRAM  
PROVIDING LIMITED FREE LEGAL ADVICE TO OREGON CITIES  
LOCATED IN EASTERN OREGON**

**WHEREAS**, the League of Oregon Cities ("League") is a is an intergovernmental entity and comprises each of Oregon's 241 incorporated cities which was founded in 1925 to be, among other things, the go-to place for and about cities as a dynamic resource hub for advocacy, education and best practices; and

**WHEREAS**, the League has divided the State of Oregon into twelve regions, with Regions 11 and 12 are located in Eastern Oregon; and

**WHEREAS**, the City is in Region 11; and

**WHEREAS**, on June 15, 2018, the League's Board of Directors, at a public meeting, created a pilot program wherein the League's General Counsel and two Assistant General Counsels may provide direct legal advice, under certain conditions and parameters, to cities located in Regions 11 and 12, provided the city adopts a resolution agreeing to the terms and conditions of the pilot program; and

**WHEREAS**, the pilot program described herein is effective from July 1, 2018 to June 30, 2019;

**NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF UMATILLA, OREGON, THAT:**

**SECTION 1.** It is in the best interests of the citizens of Umatilla, Oregon, to participate in the League's pilot program described herein, under the terms and conditions of that attached Pilot Program Agreement (Exhibit A).

**SECTION 2.** The City Council of Umatilla, Oregon, as the fiscal and legislative body of the City of Umatilla, Oregon, hereby approves the Pilot Program Agreement.

**APPROVED** by the council and **SIGNED** by the Mayor this 7<sup>th</sup> day of August, 2018.

\_\_\_\_\_  
Daren Dufloth, Mayor

ATTEST:

\_\_\_\_\_  
Nanci Sandoval, City Recorder

**PERSONAL SERVICES AGREEMENT  
FOR PILOT PROGRAM**

This Agreement is made between:

**The League of Oregon Cities,**  
an Oregon Municipal Corporation  
**(League)**

and

**City of Umatilla**  
**(City)**

as an engagement for the provision of  
**Limited Legal Advice**

---

**INDUCEMENTS**

**WHEREAS**, the League has developed a pilot program, beginning July 1, 2018 and ending July 30, 2019, to provide limited free legal advice, under the terms and conditions described in this Agreement, to cities located in Eastern Oregon, specifically Regions 11 and 12 as those regions have been established by the League; and

**WHEREAS**, the City wishes to participate in the League's pilot program and receive free limited legal advice in accordance with the terms and conditions of this Agreement.

**AGREEMENT**

**NOW, THEREFORE**, in consideration of the inducements, covenants, agreements and conditions herein contained, the parties (this term is used throughout the Agreement to mean the League and the City) agree as follows:

1. **Purpose.** The purpose of this Agreement is for the League to provide professional, free and limited legal services to the City, as described herein.
2. **Services to be Provided by the League.** The League shall provide professional, free and limited legal services to the City in accordance with the following:
  - A. Between July 1, 2018 and June 30, 2019, the League shall provide the City no more than ten free hours of professional, free and limited legal advice.
    - a. The League shall track the legal advice it gives to the City in fifteen-minute increments.

- b. The League shall provide the City three accounting notifications of the legal services it has used to date and the number of available hours of free legal advice the City has left for the fiscal year. Notifications are expected to occur during the months of October, January and April.
- B. The League shall not assist or represent the City in any litigation, mediation, adjudication proceedings, administrative hearings, quasi-judicial hearings, appellate proceedings, or any other matter that is reasonably likely to result in or lead to one of the events described herein.
- C. The League shall not assist, represent or provide advice to the City in any matter that involves another League member or has the potential to impact another League member.
- D. The League shall not attend or represent the City, or any of its boards and commissions, at any public meeting or hearing. This provision does not impact or prevent the League from performing its normal representative duties before the State Legislature or State agencies as part of its overall lobbying efforts on behalf of all Oregon cities and the protection of home rule.
- E. The League shall not provide the City any employment law advice, unless the advice is related to wage and hour matters. Any questions or inquiries received by the League that relate to employment law, with the exception of wage and hour advice, will be directed to CityCounty Insurance Services.
- F. The League shall furnish all labor, materials, supplies, equipment, office space, shop space, reference and background data and information, and all other things necessary to the performance of the work described in this Agreement.
- G. Work performed by the League shall meet or exceed the standard of professional quality of the municipal legal profession in the State of Oregon at the time such work was performed. Pursuant to the standard of professional care owed to the City, the League shall endeavor to keep the City fully informed about all material matters relating to the legal services provided under this Agreement.
- H. The City acknowledges that information generated in the course of representation of a governmental body may be subject to the Oregon Public Records Law, Chapter 192 of the Oregon Revised Code. The League will exercise professional judgment and care when creating documents or other media intended to be confidential or privileged attorney-client communications that may be subject to disclosure under the Oregon Public Records Law. The League should mark confidential or privileged attorney-client communications as confidential. The subsection shall not be interpreted to limit the League's duty to provide full disclosure to the City as

necessary in the League's judgement to represent the City with due professional care or as required by applicable law or disciplinary rules.

- I. City shall begin work on the date this Agreement is executed by all parties, and complete all work under this Agreement on or before **June 30, 2019**. If the League is asked to provide legal advice that requires it to work past June 30, 2019, the League and the City will reach a mutually agreed upon time for the completion deadline.
- 3. Personal Services.** The parties agree that this is an agreement for personal services and that the League shall be the individual who will fulfill the services under this Agreement.
  - 4. Independent Contractor.** The League shall perform the work required by this Agreement as an independent contractor. The League's duties will be performed with the understanding that it has special expertise as to the services which it is to perform.
    - A. Although the City reserves the right to determine and modify the work to be performed and to evaluate the quality of the completed work product, the City cannot control the means or manner of the League's performance.
    - B. The League is responsible for determining the appropriate means and manner of performing the work.
    - C. The League is not an "officer", "employee", or "agent" of the City, as those terms are used in ORS 30.265.
    - D. The League is not to be deemed an employee or agent of the City and has no authority to make any binding commitments or obligations on behalf of the City except to the extent expressly provided in this Agreement.
  - 5. Compensation.** The League shall provide services to the City under and in accordance with this Agreement gratis.
  - 6. Obligations of the City.** The City's obligations under this Agreement include:
    - A. The City shall notify its appointed City Attorney of this Agreement, as well as the Resolution that approved the Agreement, prior to utilizing the League's services under this Agreement. The City shall provide the League with the name and contact number of its City Attorney.
    - B. The City shall designate no more than two people who are employed by or elected to represent the City that may communicate with the League regarding legal questions. The City shall provide the names of these two people to the League prior to utilizing the League's services under this Agreement.

C. The City shall not ask the League to perform any services the League is specifically prohibited from providing under Section 2 of this Agreement.

**7. Records and Inspection.**

A. All drawings, specifications, data, maps, photographs, renderings, documents, reports, recordings, computer files (including but not limited to programs), and other like materials furnished by the City whether the project is completed or not are the City's property. The League is granted a limited license to use such materials in conjunction with work under this Agreement only and shall not use them for any other purpose.

B. All of the League's work product generated, created, compiled, or assembled in furtherance of this Agreement shall remain the property of the League.

**8. Notices.** Any notice permitted or required by this Agreement shall be deemed given when personally delivered or upon deposit in the United States mail, postage fully prepaid, certified, and with return receipt requested, to the persons and addresses shown herein. Notices sent by certified mail will be deemed delivered three business days after placement in the mail.

City: City of Umatilla, PO BOX 130, Umatilla, OR 97882  
 League: League of Oregon Cities, c/o General Counsel, 1201 Court Street SE,  
 #200, Salem, Oregon 97301.

Parties are responsible for notifying one another of any change in the name or address to be used for delivery of notices.

**9. Termination.** Notwithstanding any other provision to the contrary, this Agreement may be terminated as follows:

A. Either party may terminate this Agreement at any time or for any reason, upon not less than ten days' notice in advance of the termination date.

B. In the event of a termination, the League shall return all documents and work belonging to the City within ten days of the termination becoming effective.

**10. Liability.** The parties will not be liable for incidental, consequential, or other indirect damages arising out of or related to this Agreement, regardless of whether the liability claim is based in contract, tort (including negligence), strict liability, product liability or otherwise. The parties will not be liable for any damages of any sort arising solely from the termination of this Agreement in accordance with its terms.

**11. Assignment/Subcontracting.** Assignment and subcontracting, by either party, of any of the duties and responsibilities outlined in this Agreement is not permitted.

- 12. Modification.** No modification of this Agreement is enforceable unless it is in writing and signed by both parties. If the City receives a communication from the League that it believes is a modification of this Agreement, it shall, within ten days after receipt, make a written request for modification to the League. The City's failure to submit such written request for modification in a timely manner may be the basis for refusal by the League to treat said communication as a basis for modification.
- 13. Governing Law and Venue.** This Agreement shall be governed and construed in accordance with the laws of the State of Oregon. The provisions required by ORS 279 to be included in public agreements are hereby incorporated by reference and shall become a part of this Agreement as if fully set forth.
- A. Any claim, action, or suit between the League and City that arises out of or relates to performance of this Agreement shall be brought and conducted solely and exclusively within the Circuit Court for Marion County, for the State of Oregon.
- B. If any such claim, action, or suit may be brought only in a federal forum, it shall be brought and conducted solely and exclusively within the United States District Court for the District of Oregon.
- 14. Adherence to Law.** The League shall adhere to all applicable federal and state laws which may be applicable to this Agreement. The League shall maintain any certificates, licenses, or permits required by statute, administrative rule, or local ordinance throughout the term of this Agreement.
- 15. Attorney Fees.** In the event of any action to enforce or interpret this Agreement, the prevailing party shall be entitled to recover from the losing party reasonable attorney fees incurred in the proceeding, as set by the court, at trial, on appeal or upon review.
- 16. Force Majeure.** Neither party shall be liable in damages or have the right to terminate this Agreement for any delay or default in performing hereunder to the extent such failure or delay both:
- A. Is caused by any of the following:
- a. Acts of war;
  - b. Terrorism;
  - c. Civil riots or rebellions;
  - d. Quarantines, embargoes and other similar unusual governmental action;
  - e. Extraordinary elements of nature or acts of God; and
- B. Could not have been prevented by the non-performing party's reasonable precautions or commercially accepted processes, or could not reasonably be circumvented by the non-performing party through the use of substitute services, alternative sources,

workaround plans or other means by which the requirements of a buyer of services substantially similar to the services hereunder would be satisfied.

Events meeting both the criteria set forth above are referred to individually and collectively as "Force Majeure Events."

The parties expressly acknowledge that Force Majeure Events do not include vandalism, labor strikes, or the nonperformance of third parties or subcontractors relied on for the delivery of the services outlined in this Agreement, unless such failure or nonperformance by a third party or subcontractor is itself caused by a Force Majeure Event.

Upon the occurrence of a Force Majeure Event, the nonperforming party shall be excused from any further performance or observance of the affected obligation(s) for as long as such circumstances prevail, and such party continues to attempt to recommence performance or observance to the greatest extent possible without delay.

**17. Severability.** If any provision of this Agreement is found by a court of competent jurisdiction to be unenforceable, such provision shall not affect the other provisions, but such unenforceable provision shall be deemed modified to the extent necessary to render it enforceable, preserving to the fullest extent permitted the intent of City and the League as set forth in this Agreement.

**18. Integration.** This Agreement embodies the entire agreement of the parties. There are no promises, terms, conditions or obligations other than those contained in this Agreement. This Agreement shall supersede all prior communications, representations or agreements, either oral or written, between the parties.

\_\_\_\_\_  
**Patricia M. Mulvihill, General Counsel**  
**League of Oregon Cities**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Daren Dufloth**  
**Mayor**

\_\_\_\_\_  
**Date**

**RESOLUTION NO. 06-2018**

**A RESOLUTION AUTHORIZING THE MAYOR TO SIGN A LETTER REQUESTING SIGNAGE BE ADDED TO THE INTERSTATE 82/395 BRIDGE**

**WHEREAS**, The City of Umatilla would like to add art or decorative feature to the new black iron fence erected on the I-2 Overpass; and

**WHEREAS**, State of Oregon guidelines allow art to be added when a construction contract is open; and

**WHEREAS**, the current project is expected to end in October or November and staff is preparing artwork to be presented at the September regular council meeting.

**NOW, THEREFORE**, be it resolved by the City of Umatilla that the Mayor is authorized to sign a letter requesting art or decorative feature be added to the I82/395 bridge on behalf of the City of Umatilla.

**APPROVED** by the council and **SIGNED** by the Mayor this 7<sup>th</sup> day of August, 2018.

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Daren Dufloth, Mayor

ATTEST:

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Nanci Sandoval, City Recorder



**RESOLUTION NO. 07-2019**

**A RESOLUTION SUPPORTING THE UMATILLA RIVERFRONT ADVISORY COUNCIL EFFORT FOR RECONVEYANCE OF FEDERALLY-OWNED LANDS ALONG THE COLUMBIA AND UMATILLA RIVERS TO CITY OWNERSHIP**

**WHEREAS**, most of the Columbia River shoreline and some of the lower Umatilla River shoreline in the Umatilla Region was expropriated from local public and private ownership and placed into federal ownership after the floods of 1948 and subsequent construction of the McNary and John Day Dam projects; and

**WHEREAS**, after several decades, management of the Columbia River is now a refined practice that has changed the hydrology of the rivers such that its flow is generally static, predictable and not subject to the threats of dynamic fluctuations; and

**WHEREAS**, there is a sense in the Umatilla Region that local ownership and control over these shore lands would improve opportunities for economic development and enhanced recreational use; and

**WHEREAS**, the City of Umatilla is engaged in the economic development of our region and owns property adjacent to the federally appropriated shore lands that could benefit by local control; and

**WHEREAS**, the City of Umatilla finds the time appropriate for detailed discussions about the long-term ownership of Rivershore area and is ready to assist local efforts in these discussions with local, state, tribal and federal partners and stakeholders.

**NOW, THEREFORE**, the City of Umatilla supports the efforts by the Umatilla Riverfront Advisory Council to re-convey to local ownership the lands acquired by the U.S. Army Corps of Engineers within that area of the Columbia and Umatilla River shoreline located within the City of Umatilla Urban Growth Boundary; and that such re-conveyance also include the release of property easements and other deed restrictions, such as, but not limited to, flowage easements and occupancy restrictions.

**BE IT RESOLVED**, that copies of this Resolution be immediately transmitted to the State of Oregon's Congressional delegation.

**PASSED** by the Council and **SIGNED** by the Mayor this 7<sup>th</sup> day of August, 2018.

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Daren Dufloth, Mayor

ATTEST:

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Nanci Sandoval, City Recorder

**RESOLUTION NO. 08-2019**

**A RESOLUTION AUTHORIZING THE MAYOR TO SIGN AN IMPROVEMENT AGREEMENT BETWEEN THE CITY OF UMATILLA AND RICHARD WOOD, DBA WOOD CONSTRUCTION AND DEVELOPMENT**

**WHEREAS**, Wood Construction and Development has presented the city plans for the Riverwood Estate Subdivision; and

**WHEREAS**, the City of Umatilla has given approval on a preliminary plat for the subdivision; and

**WHEREAS**, Pacific Power and Light Company will not move forward with the utility instalment until a Final Plat is recorded; and

**WHEREAS**, it is in the best interests of the City and Wood Construction and Development that this Improvement Agreement be approved.

**NOW THEREFOR BE IT RESOLVED** that the Mayor is authorized to sign the agreement on behalf of the City of Umatilla.

**APPROVED** by the Council and **SIGNED** by the Mayor this 7<sup>th</sup> day of August, 2018

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Daren Dufloth, Mayor

ATTEST:

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Nanci Sandoval, City Recorder

## IMPROVEMENT AGREEMENT

This Improvement Agreement is by and between the CITY OF UMATILLA, a municipal corporation in the State of Oregon (hereinafter referred to as "City") and WILLIAM R. WOOD dba WOOD CONSTRUCTION AND DEVELOPMENT (hereinafter referred to as "Developer").

### RECITALS

**WHEREAS**, Developer has presented to the City plans for the Riverwood Estate Subdivision; and

**WHEREAS**, the City has given approval on the preliminary plat for the subdivision; and

**WHEREAS**, the Developer is required to either install all improvements prior to recordation of the final plat or enter into an Improvement Agreement and submit either a cash deposit or Surety Bond at 125% of the estimated cost to cover the cost of improvements and repairs including related City expenses; and

**WHEREAS**, Pacific Power and Light will not move forward with its utility lines until a Final Plat is recorded; and

**WHEREAS**, the parties agree that the sum of \$550,000.00 is sufficient to meet the 125% requirement set forth in Section 11-5-2 of the Umatilla City Code;

**NOW THEREFORE IN CONSIDERATION OF THE FOREGOING**, the parties agree as follows:

**Section 1: Installation of Improvements.** Developer agrees to install all improvements required under the conditions of the subdivision tentative plat approval including streets, sewer, water, sidewalks and all pertinent utilities (e.g., power, cable, telephone) on or before August 1, 2019. See Exhibit A attached hereto.

**Section 2. Security.** To secure performance of Developer to install said improvement, Developer submits to the City a cash deposit of \$550,000.00. The City shall return the cash deposit of \$550,000 to the developer when the developer submits to the City an acceptable surety bond guaranteeing the construction of all improvements in the amount of at least \$550,000.

**Section 3. Improvements.** Improvements required of the Developer shall be those improvements including streets, sewer, water, sidewalks and all utilities as described in the subdivision tentative plat approval, a copy of which is attached hereto as Exhibit A.

**Section 4. Default.** In the event Developer fails to complete the improvements on or before August 1, 2019 or such latter time as is mutually agreed to by the parties pursuant to a written extension request for the Developer approved by the City, the City reserves the right to utilize the Surety Bond to complete the improvements and to call on the Surety Bond for payment for that cost. It is also understood by and between the parties that the cost incurred by the City may be more than what is incurred by the Developer as the City will be required to pay prevailing wage rates, etc.

**Section 5. Attorney Fees.** If any arbitration, suit, or action is instituted to interpret or enforce the provisions of this Agreement, to rescind this Agreement, or otherwise with respect to the subject matter

PAGE 1 - IMPROVEMENT AGREEMENT

G:\Clients\EPF\Wood, Richard\Wood, Richard L\Umatilla Improvement Agreement\WPD

**FITCH LAW GROUP**  
210 SW 5<sup>th</sup> St., Suite 2  
Redmond, OR 97756  
Phone: 541.316.1588

of this Agreement, the party prevailing on an issue will be entitled to recover with respect to such issue, in addition to costs, reasonable attorney fees incurred in the preparation, prosecution, or defense of such arbitration, suit, or action as determined by the arbitrator or trial court, and if any appeal is taken from such decision, reasonable attorney fees as determined on appeal.

**Section 6. Entire Agreement.** This Agreement (including the documents and instruments referred to in this Agreement) constitutes the entire agreement and understanding of the parties with respect to the subject matter of this Agreement and supersedes all prior understandings and agreements, whether written or oral, among the parties with respect to such subject matter.

**Section 7. Notices.** All notices and other communications under this Agreement must be in writing and will be deemed to have been given if delivered personally, mailed by certified mail, or delivered by an overnight delivery service (with confirmation) to the parties at the following addresses:

To: City of Umatilla  
700 Sixth Street  
PO Box 130  
Umatilla, OR 97882  
Phone: 541-922-3226

To: William R. Wood, Developer  
PO Box 3500  
Sisters, OR 97759  
Phone: 541-564-1731

**Section 8. Venue.** In the event there is any suit or legal action to enforce the terms of this Agreement, the parties agree that venue shall be in the Circuit Court of Umatilla County.

Dated this \_\_\_\_\_ day of August, 2018.

**CITY OF UMATILLA,**  
a municipal corporation in the  
State of Oregon

By: \_\_\_\_\_  
Its: \_\_\_\_\_

\_\_\_\_\_  
WILLIAM R. WOOD dba WOOD  
CONSTRUCTION AND DEVELOPMENT

**CITY OF UMATILLA CITY COUNCIL  
REPORT AND DECISION  
FOR  
ZONE CHANGE ZC-2-2017 &  
SUBDIVISION TENTATIVE PLAT REVIEW SUB-2-2017**

**STAFF REPORT DATE:** January 3, 2018

**REPORT PREPARED BY:** Tamra Mabbott, Community Development Director  
Brandon Seitz, City Planner

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**I. GENERAL INFORMATION AND FACTS**

**Applicant:** Knutzen Engineering  
5453 Ridgeline Drive Suite 120  
Kennewick, WA 99338

**Property Owner:** Richard W. Wood  
PO Box 3500  
Sisters, OR 97750-3500

**Land Use Request:** Zoning map amendment to re-zone property from R-3 Multi-Family Residential to R-2 Medium Density Residential. Request also includes an application for a Subdivision.

**Property Description:** Township 5N, Range 28E, Section 14BB  
Tax lot 100.

**Location:** Subject property is located in the McNary area, specifically at the northeast intersection of Columbia and Deschutes Streets. The northern boundary of the parcel abuts the golf course.

**Existing Development:** Vacant.

**Proposed Development:** Single Family Residential.

**Current Zone:** Multi-Family Residential (R-3)  
Density is one dwelling per 2,000 square feet.

**Proposed Zone:** Medium Density Residential (R-2)  
Density is one dwelling per 3,500 square feet.

**Applicable Overlay Zone(s):** None.

criteria, findings of fact and conclusions contained in Section III, the Umatilla City Council **APPROVES** this request, ZC-2-2017, to amend the zoning map for the City of Umatilla from R-3 Multi Family Residential to R-2 Medium Density Residential on property identified as Tax Lot 100 of Assessor's Map 5N 28 14BB.

The Umatilla Planning Commission approved the subdivision request, SUB-2-2017, contingent upon approval of the zone change request by the City Council at a public hearing on November 28, 2017. Therefore, the subdivision request is approved subject to the conditions of approval contained in Section VI of this report.

**V. EXHIBITS** (Attached and included as part of this report).

Exhibit "A" Vicinity Map  
Exhibit "B" Preliminary Plat for Big River Subdivision  
Exhibit "C" JUB Engineers Traffic Letter

**VI. CONDITIONS OF APPROVAL**

1. Final plat approval must be obtained and recorded within one year from the date of this approval, as required under Section 11-3-1(A) of the Land Division Ordinance, unless the applicant applies for and receives approval of an extension time as specified under Section 10-14-16 of the City of Umatilla Zoning Ordinance.
2. The applicant/developer shall submit a preliminary copy of the preliminary plat to the County Surveyor and GIS Department for review prior to submitting the final plat to the City.
3. The final subdivision plat must comply with the requirements of ORS chapter 92, and the requirements under Section 11-3-1 and 11-3-2 of the City of Umatilla Land Division Ordinance which the City will use as a checklist, in addition to these conditions, to review the final plat for approval.
4. The applicant/developer shall submit engineered construction plans for streets, water, sewer, street lighting and all other improvements within the street rights-of-way to the City Public Works Director for review and approval, and pay the \$500.00 review fee. No construction shall begin until the construction plans have been approved.
5. Street trees shall be provided as required by the Land Division Ordinance and shall be required as a condition of approval on each building permit issued for a dwelling within the subdivision. All street trees must be pre-approved by the City's Tree Board prior to planting.
6. Street names approved by the City shall be shown on the final plat. No street name will be approved that is confusing, offensive or duplicates or sounds too similar to existing street names within the urban growth boundary.
7. If any historic, cultural or other archaeological artifacts, are discovered during construction

and installation of any required improvements, the applicant/developer shall immediately cease construction activity and notify appropriate agencies including, but not necessarily limited to the City of Umatilla and the Confederated Tribes of the Umatilla Indian Reservation (CTUIR).

8. No building permit for a dwelling will be issued until final plat approval of the subdivision has been obtained and recorded in the Umatilla County Records Office.
9. The applicant, or applicant's construction contractor, must obtain all federal, state and local permits, including right-of-way permits, prior to starting construction.
10. The applicant shall be responsible for ensuring that all areas disturbed within existing street rights-of-way by construction are returned to their pre-construction condition or better after construction or installation of required improvements.
11. The applicant shall submit a copy of the final recorded plat of the subdivision and 'as-built' drawings of all required improvements to the City of Umatilla.

## **City of Umatilla Mission Statement**

**Current (as adopted in handbook):** The mission of the City of Umatilla is to continue working for a safe, livable, desirable, and economically viable community, which promotes managed growth, while maintaining small-town values.

### **February 27, 2018 Proposed:**

The vision of the City of Umatilla is to create a thriving, safe, healthy and connected community for citizens and businesses by developing our assets and maximizing the use of our resources.

### **July 17, 2018 Edits:**

The vision of the City of Umatilla is to create a thriving, safe, healthy and connected community for ~~citizens~~ residents and businesses by developing our assets, preserving our heritage and maximizing the use of our resources.



Mayor and Council:  
City of Umatilla  
PO BOX 130  
Umatilla, OR 97882

I \_\_\_\_\_, request appointment to the City Manager  
Recruitment Committee.

I have lived in Umatilla for \_\_\_\_\_ years. Additional qualifications:

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Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
\_\_\_\_\_ E-mail Address: \_\_\_\_\_

I understand that this a volunteer position and I will not be compensated for my time. No volunteer will be required to perform work that he or she believes to be unsafe or likely to cause injury or health risk to themselves or others. Volunteers are encouraged to report unsafe conditions or hazards and must report incidents/accidents immediately to supervisor.

\_\_\_\_\_  
*Signature* *Date*

**UMATILLA CITY COUNCIL  
REPORT AND RECOMMENDATION  
FOR  
ZONE CHANGE ZC-1-18**

**DATE OF HEARING:** August 7, 2018

**REPORT PREPARED BY:** Brandon Seitz, City Planner

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**I. GENERAL INFORMATION AND FACTS**

**Applicant:** City of Umatilla, 700 6<sup>th</sup> Street, Umatilla, OR 97882.

**Land Use Review:** Zone Change application to implement siting standards for the development of Accessory Dwelling Units (ADU). The proposed amendment is a legislative text amendment of the City of Umatilla Zoning Ordinance (CUZO).

**II. NATURE OF REQUEST AND GENERAL FACTS**

The City of Umatilla is proposing to amend the CUZO to allow for the placement of ADUs. With the passage of House Bill 4031 and Senate Bill 1051 a city with a population greater than 2,500 is required to allowed for at least one accessory dwelling unit for each detached single-family dwelling, subject to reasonable local regulations relating to siting and design.

The City currently allows detached single-family dwellings in the Single-Family Residential (R-1) and Medium Density Residential (R-2) zones. The intent of the proposed text amendment is to adopt a definition for ADUs, identify which zones ADUs will be permitted in and implement siting and design standards for placement of ADUs.

**III. ANALYSIS**

The criteria applicable to this request are shown in underlined text and the responses are shown in standard text. All of the following criteria must be satisfied in order for this request to be approved.

**CUZO 10-13-3: AMENDMENTS TO THE ZONING TEXT OR MAP:**

- A. Type IV Procedure: Amendments to the zoning title text or official map are considered a type IV procedure. A map change may be legislative or quasi-judicial, depending on the number of properties and area involved. A text change is always a legislative decision.
- B. Initiation Of Application: An application may be initiated by a property owner or authorized agent, the planning commission, or the city council.
- C. Narrative, Identification Required: An application shall include a narrative that demonstrates compliance with the approval criteria and a site and vicinity map identifying the property and adjacent properties. A traffic impact analysis (TIA), pursuant to section 10-11-10 of this title, shall also be submitted with all plan and zoning amendment applications.

D. Approval Criteria: An amendment to this title or official map shall comply with the following criteria:

1. The proposed designation is consistent with and supports the purposes of the portions of the city's comprehensive plan not proposed for amendment, or circumstances have changed to justify a change in the comprehensive plan.

**Findings:** The proposed text amendment would amend the CUZO to implement the State requirement to allow for the placement of ADUs in zones where detached single-family dwellings are allowed. Housing is directly addressed in the comprehensive plan primarily in Chapter 10, Housing, and Chapter 14, Urbanization. Chapter 10 and 14 of the comprehensive plan are admittedly outdated, the comprehensive plan policies applicable to this amendment are provided below.

HOUSING POLICIES 10.9.101 Future residential development will continue to provide prospective buyers with a variety of residential lot sizes greater than minimums, a diversity of housing types, and a range in prices.

URBANIZATION POLICIES 14.10.109 The City will implement recommendations of the Buildable Lands Analysis and Future Lands Needs Analysis (BLA) intended to preserve land within the Urban Growth Boundary and outside of the City limits for future urban uses and density.

Adding ADUs as a permitted use in the R-1 and R-2 zones creates additional opportunity to add to the housing supply without adding additional lands to the residential inventory. This will allow additional density while preserving lands within the UGB for future development. ADUs also provide additional diversity of housing types and offer an affordable housing option not currently available within the City.

**Conclusion:** The proposed text amendment would amend the CUZO to allow for the placement of ADUs, not amend the comprehensive plan. The passage of SB 1051 and its subsequent incorporation into ORS 197.312 constitutes a significant change in State law and requires an amendment of the City's incorporating ordinances, specifically the CUZO. Approving the proposed zone change creates an opportunity for additional needed housing to be added to the R-1 and R-2 zone in the City without the need for adding additional residential inventory. The proposed zone change would allow for a larger variety of housing types at a lower price range. This is consistent with the comprehensive plan policies applicable to this amendment.

2. The proposed change will not affect the land supply for the existing zoning designation as related to projected need for the particular land use.

**Findings:** The proposed text amendment would change the text of the CUZO to allow for the placement of ADUs within the R-1 and R-2 zones and implement siting standards. No change to the plan/zone map is proposed. The existing zoning designations would not be affected as a result of this amendment.

**Conclusion:** The proposed text amendment will not change the existing zoning designations for any property within the City's Urban Growth Boundary (UGB). Therefore, the proposed text amendment will not affect the land supply of the existing zoning designations.

3. The proposed designation will not negatively impact existing or planned public facilities and services. In particular, pursuant to the Oregon transportation planning rule, proposed text and map amendments shall determine whether the proposed change will significantly affect a collector or arterial transportation facility and must comply with the requirements of Oregon administrative rule (OAR) 660-012-0060 as applicable. In the I-82/U.S. 730 interchange area management plan (IAMP) management area, proposed access shall be consistent with the access management plan in section 7 of the IAMP.

**Findings:** The City has concerns that the requirement to allow ADUs may negatively impact existing public facilities and services. The extent of the impacts to public facilities will vary depending upon the number of ADUs that are constructed. However, the City is required by State law to allow ADUs in the R-1 and R-2 zones which total approximately 1,283 acres compared to 73 acres of residentially zoned lands, located in the Downtown Residential and Multi-Family Residential zones, that are not required to allow ADUs. While it is unknown how many ADUs will be constructed the impacts could be significant as over 90 percent of the residentially zoned lands within the City will be required to allow ADUs. Therefore, Planning Commission recommends that ADUs be limited to one unit per detached single-family dwelling. By limiting the number of ADUs that could be developed, the City can limit the potential impact to existing public facilities.

Many of the neighborhood streets within the City have not been improved to current street standards. Specifically, most of the older neighborhoods do not have curbs, gutters and sidewalks and the shoulders are generally graveled and used for on-street parking as many homes do not have off-street parking available. In addition, comment was received from the Police Chief and submitted by the public, that on-street parking in many neighborhoods is already over capacity and the addition of ADUs will increase this issue. Therefore, staff recommends requiring one off-street parking space per ADU subject to the City's existing off-street parking standards. For reference a new detached single-family dwelling is required to provide two off-street parking spaces, typically one in the required garage/carport and one in the required driveway, and new attached single-family dwellings are required to provide one off-street parking space.

Future updates to the City's BLA, Capital Improvement Plan and Transportation System Plan will need to consider the impacts of ADUs on the existing and planned public facilities and services and identify measure to mitigate potential impacts. However, it should be noted that regardless of City's decision on the proposed zone change the City is required by State statute to accept and process applications for ADUs with or without siting and design standards.

**Conclusion:** It is unknown to what extent the requirement to allow ADUs will impact the City's existing and planned public facilities and services. However, the density for over 90 percent of the City's residential zoned land has potential to be doubled to maintain compliance with State statute. Therefore, Planning Commission recommends that the City impose standards to limit the potential impacts to existing public facilities and services by requiring the following site standards:

1. Limit the maximum number of ADUs allowed to one per legal detached single-family dwelling.
2. Require each new ADU to provide one off street parking space subject to the City's

off-street parking standards in Sections 10-9-1 through 10-9-6 of the CUZO.

The City does not have additional data or analysis available at this point to determine the extent of the potential impacts to existing and planned public facilities. Therefore, staff recommend that no additional standards be imposed until the necessary analysis has been completed. As addressed above updates to the City's BLA, Capital Improvement Plan and Transportation System Plan or future updates to the comprehensive plan will need to consider the impacts from ADUs and identify mitigation measure to address any potential impacts.

4. The site is suitable for the proposed use, considering the topography, adjacent streets, access, size of the site, availability of public facilities, and any other pertinent physical features.

**Findings:** The proposed text amendment would apply to all property zoned R-1 and R-2. The intent of the proposed siting standards is to ensure that the City has reasonable standards in place to ensure that new ADUs are suitable for placement in residential zones where they will be allowed. Staff recommends requiring that all new detached ADUs be located in the rear yard of the primary dwelling unless the ADU is located in a portion of a detached accessory building. For example, a garage could include an ADU and be located in a front/side yard. However, a stand alone detached ADU would be required to be located in the rear yard to maintain the residential appearance of the property. This requirement will ensure that the ADU is either located in a rear yard and not readily visible from the street or located within another accessory building.

The intent of this standard is to consider if a specific site is suitable for a proposed use. However, to maintain compliance with State statute the City is required to allow the proposed use, ADUs, on all property with the R-1 and R-2 zone. Therefore, specific analysis of a site is impractical and the City lacks the necessary data and analysis to determine suitability city wide as over 90% of the residentially zoned lands within the City are affected.

**Conclusion:** The intent of the proposed text amendment is to implement reasonable siting standards to ensure that new ADUs are suitable for R-1 and R-2 zoned properties. To ensure that the general residential character of the property is maintained new detached ADUs should be required to be located in the rear yard to maintain the residential appearance of the property.

5. Other sites in the city or the vicinity are unsuitable for the proposed use. In other words, ownership and desire to develop a particular use in themselves provide insufficient rationale for changing a zoning designation that does not support the interests of the city as a whole.

**Findings:** The intent of this standard is to show that a proposed amendment is necessary to accommodate the proposed use and to show that other sites within the City are not readily available to develop the propose use. The proposed text change is to allow for the placement of ADUs and implement siting standards. The City currently does not allow for the placement of ADUs in any zone within the City. Therefore, there are no other sites within the City that would be suitable for the proposed use without the proposed text amendment.

**Conclusion:** The proposed text amendment is to allow for the placement of ADU on all property zoned R-1 or R-2 and developed with a detached single-family dwelling. The City currently does not allow for the placement of ADUs in any zone within the City. Therefore, there are no other sites within the City that would be suitable for the proposed use.

#### **IV. SUMMARY AND RECOMMENDATION**

The applicant, City of Umatilla, is proposing a text amendment to the City of Umatilla Zoning Ordinance to implement siting standards for the placement of Accessory Dwelling Units. The request appears to meet all of the applicable criteria and standards for this type of request. Therefore, based on the information in Sections I and II of this report, and the above criteria, findings of fact and conclusions addressed in Section III, staff recommends approval of Zone Change (ZC-1-18).

#### **VI. EXHIBITS**

- Exhibit A – Draft Text Change
- Exhibit B – Carla McLane Comment Letter
- Exhibit C – Bruce McLane Comment Letter
- Exhibit D – Fair Housing Council of Oregon Comment Letter

City of Umatilla Zone Change Application (ZC-1-18)  
Exhibit A

The following definition is proposed to be added to Section 10-1-6 of the City of Umatilla Zoning Ordinance:

**Accessory Dwelling** – An interior, attached, or detached residential structure that is used in connection with, or that is accessory to, a single-family dwelling.

Underlined language proposed to be added; Bracketed [ ] language proposed for deletion by  
Zone Change application ZC-1-18

### **Chapter 3**

## **RESIDENTIAL DISTRICTS**

### **ARTICLE A**

#### **SINGLE-FAMILY RESIDENTIAL (R-1)**

##### 10-3A-1: PURPOSE:

The R-1 District is intended for low density, urban single-family residential uses. The R-1 District corresponds to the R-1 designation of the Comprehensive Plan. (Ord. 688, 6-15-1999)

##### 10-3A-2: USES PERMITTED:

The following uses and their accessory uses are permitted in the R-1 District:

1. Accessory uses, including an Accessory Dwelling subject to the provisions of Section 10-11-11 of this Title.
2. Family daycare providers and residential homes.
3. Home occupations subject to provisions of Section 10-11-1 of this Title.
4. One single-family detached dwelling structure or one manufactured home subject to provisions of Section 10-11-8 of this Title is permitted on each lot. (Ord. 688, 6-15-1999; amd. Ord. 692, 9-7-1999)

##### 10-3A-3: CONDITIONAL USES PERMITTED:

The following primary uses and their accessory uses may be permitted when authorized in accordance with the requirements of Chapter 12 of this Title:

1. Community Services uses, as provided by Chapter 6 of this Title. (Ord. 688, 6-15-1999)



City of Umatilla Zone Change Application (ZC-1-18)  
Exhibit A

10-3A-4: DEVELOPMENT STANDARDS:

A. Dimensional Standards

Minimum lot area	8,000 square feet
Minimum lot width	50 feet
Minimum lot depth	90 feet
Minimum yard setbacks:	
Front and rear yard	25 feet total, with minimum yard 10 feet
Side yard	5 feet
Street side yard	10 feet
Garage	18 feet from any street except an alley
Maximum building height	35 feet

## ARTICLE B

### MEDIUM DENSITY RESIDENTIAL (R-2)

#### 10-3B-1: PURPOSE:

The purpose of the R-2 District is to allow single-family detached and attached residences on smaller lots, two-family and multi-family housing at moderate density. Site review is required for most uses. The R-2 District corresponds to the R-2 designation of the Comprehensive Plan. (Ord. 688, 6-15-1999)

#### 10-3B-2: USES PERMITTED:

The following uses and their accessory uses are permitted in the R-2 District:

1. Accessory uses, including an Accessory Dwelling subject to the provisions of Section 10-11-11 of this Title.
2. Family daycare providers, residential homes, and residential facilities.
3. Home occupations subject to provisions of Section 10-11-1 of this Title.
4. Single-family detached residences, including manufactured homes on individual lots subject to provisions of Section 10-11-8 of this Title.
5. Two-family and multi-family housing. (Ord. 688, 6-15-1999; amd. Ord. 692, 9-7-1999)

#### 10-3B-3: CONDITIONAL USES PERMITTED:

The following uses and their accessory uses may be permitted subject to the provisions of Chapter 12 of this Title:

1. Boarding house.
2. Community Services uses as provided by Chapter 6 of this Title.
3. Manufactured home parks.
4. Office or clinic for a doctor, dentist or other practitioner of the healing arts, attorney, architect, engineer, surveyor or accountant. (Ord. 688, 6-15-1999)

#### 10-3B-4: DEVELOPMENT STANDARDS:

##### A. Density:

One dwelling per three thousand five hundred (3,500) square feet.

##### B. Landscaping:

Except for lots intended for single-family detached dwellings, a minimum of fifteen percent (15%) of lot area shall be devoted to landscaping, exclusive of landscaping required for parking areas. The minimum dimension of any landscaped area shall be five feet (5').

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Exhibit A

C. Open Space:

At least two hundred (200) square feet of outdoor open area easily accessible from the interior of the dwelling shall be provided for each ground floor dwelling unit. Part of the required area may include a private screened patio.

D. Dimensional Standards

Minimum lot area	5,000 square feet
Minimum lot width	50 feet
Minimum lot depth	90 feet
Minimum yard setbacks:	
Front and rear yard	10 feet
Side yard	5 feet
Street side yard	10 feet
Garage	18 feet from any street except an alley
Maximum building height	35 feet

10-3B-5: LIMITATIONS ON USE:

Uses other than single-family detached residences, accessory uses to single-family detached residences, and home occupations are subject to site plan review.

## Chapter 11

### SUPPLEMENTARY PROVISIONS

#### 10-11-1: GENERAL ACCESSORY USE PROVISIONS:

Accessory uses shall comply with all requirements for the primary use except where specifically modified by this title and shall comply with the following limitations:

##### A. Home Occupation:

A home occupation shall be conducted completely within a residence by the occupant of the residence. No more than one nonresident employee shall engage in the business. The residential character of the building shall be maintained with no exterior changes to the appearance or structure of the property and no signs shall be visible from the public street. A home occupation shall occupy less than one-quarter (1/4) of the ground floor areas of the main building. Home occupations shall not include repair of vehicles.

##### B. Fences, Walls, And Similar Barriers:

1. Fences within the vision clearance area described in section 10-11-4 of this chapter, shall not exceed three feet (3') in height and shall not create an obstruction to the vision of drivers.
2. Outside of the vision clearance area, fences are limited to a maximum of six feet (6') in height, except that fences and walls, railings or mature hedges shall not exceed four feet (4') in height within the required front yard or side yard along a flanking street.
3. A fence inspection permit from the city is required for all fences. The amount of the fee shall be set by resolution.

##### C. Greenhouse:

A greenhouse or hothouse may be maintained as an accessory use to a residence only if there are no sales.

##### D. Guesthouse:

A guesthouse may be maintained as an accessory use to a dwelling provided that there are no cooking facilities in the guesthouse. (Ord. 688, 6-15-1999)

#### 10-11-2: PROJECTIONS INTO REQUIRED YARDS, SETBACK & HEIGHT EXCEPTIONS:

##### A. Limit:

Cornices, eaves, canopies, sunshades, gutters, chimneys, flues, belt courses, leaders, sills, pilasters, lintels, ornamental features, and other similar architectural features may project not more than two feet (2') into a required yard or required open space.

##### B. Setbacks:

Regardless of the side yard requirements of the district, a side or rear yard may be reduced to three feet (3') for an accessory structure erected more than sixty-five feet (65') from a street

City of Umatilla Zone Change Application (ZC-1-18)  
Exhibit A

other than an alley and provided that the structure is detached from other buildings by six feet (6') or more and does not exceed a height of one story nor an area of more than five hundred (500) square feet.

C. Building Height Limitations:

The following types of structures or structural parts may exceed the building height limitations of this title:

1. Antennas for radio communications.
2. Belfries.
3. Chimneys.
4. Church spires.
5. Flagpoles. (Ord. 688, 6-15-1999)

10-11-3: MAINTENANCE OF MINIMUM ORDINANCE REQUIREMENTS:

No lot area, yard, or other open space, or required off street parking or loading area existing on or after the effective date of this title, shall be reduced in area, dimensions, or size below the minimum required by this title, nor shall any lot area, yard, or other open space or off street parking or loading area which is required by this title for one use be used as the lot area, yard, or other open space or off street parking or loading area requirement for any other use, except as provided in chapter 9 of this title. (Ord. 688, 6-15-1999)

10-11-4: VISION CLEARANCE:

A vision clearance area shall be an area that is roughly triangular in shape that is established at the intersection of a street, alley, or driveway. It is measured along right of way or property lines, according to the following requirements:

A. Residential Districts:

In a residential district, the minimum distance shall be thirty feet (30'), or at intersections including an alley or driveway, ten feet (10'), measured from the point of intersection.

B. Other Districts:

In commercial and industrial districts, the minimum distance shall be fifteen feet (15'), or ten feet (10') if the intersection includes an alley or driveway. (Ord. 688, 6-15-1999)

C. Access To Public Right-Of-Way:

Access to the public right-of-way (public or private driveway) shall not be located within the vision clearance area of an intersection, unless there is no other alternative for access to a site. (Ord. 710, 5-7-2002)

10-11-5: SWIMMING POOLS, FISH PONDS, OR OTHER DECORATIVE POOLS:

A. Fence Required:

Every manmade body of water with a depth of more than eighteen inches (18") at any point shall be completely surrounded by a six foot (6') high fence or comparable enclosure. The fence

City of Umatilla Zone Change Application (ZC-1-18)  
Exhibit A

shall have a self-closing, self-latching gate, with the latch mechanism located at least four feet (4') above grade. The fence shall be designed to discourage children from climbing and have no openings, holes or gaps larger than four inches (4") in any dimension.

B. Building Permit Required:

A building permit is required for a swimming pool. Plans shall be filed with the city and meet the requirements of this chapter and the uniform building code. No pool shall be used until a final inspection is made by the city after its construction is completed.

C. Setbacks:

A swimming pool shall be set back from any interior side or rear property line by a minimum of five feet (5'). Any associated structures shall comply with setbacks for a building or accessory structure for the district in which it is located.

D. Exceptions:

This chapter shall not apply to public swimming pools or wading pools maintained and operated by any public entity. (Ord. 688, 6-15-1999)

10-11-6: UTILITIES:

In all industrial, commercial, and residential districts, all electrical, telephone, and cable television utility service installations or connections made as part of new construction of a building or structure, shall be placed underground in accordance with city standards. McNary Industrial Park is exempt from this requirement. (Ord. 688, 6-15-1999)

10-11-7: EASEMENTS:

When an easement is required, the following standards shall apply:

A. Pedestrian Easements:

In order to facilitate pedestrian access from streets, lots, or developments, to schools, parks, nearby streets, or other developments, an easement no less than ten feet (10') wide with a paved pathway no less than six feet (6') shall be required. Any sight obscuring barrier such as a fence or planting at the edge of the easement shall not exceed three feet (3') in height in order to maintain visibility of the walkway from adjacent properties.

B. Open Space Easements:

An open space easement may be required over areas in private ownership of the floodplain or areas with unique natural condition. Such easement shall preclude development of the area when limiting the use of a property is determined to be in the public interest.

C. General Public Easements:

When topography or other conditions make impractical the location of drainage facilities, sanitary sewer or water lines within the public street right of way, an unobstructed easement shall be provided across a property. Easements shall be of sufficient width to safely excavate buried facilities, but generally shall be no less than fifteen feet (15') in width. (Ord. 688, 6-15-1999)

10-11-8: MANUFACTURED HOME SITE STANDARDS:

Manufactured homes used as permanent residences and meeting the following standards are allowed outside of manufactured home parks on individual lots in any district where single-family residences are allowed:

- A. The manufactured home shall be multi-sectional and enclose a space of not less than one thousand (1,000) square feet.
- B. The manufactured home shall be placed on an excavated and backfilled foundation and enclosed at the perimeter such that the manufactured home is located not more than twelve inches (12") above grade.
- C. The manufactured home shall have a pitched roof, except that no standard shall require a slope of greater than a nominal three feet (3') in height for each twelve feet (12') in width.
- D. The manufactured home shall have exterior siding and roofing which in color, material and appearance is similar to the exterior siding and roofing material commonly used on residential dwellings within the community or which is comparable to the dominant materials used on surrounding dwellings as determined by the city administrator.
- E. The manufactured home shall be certified by the manufacturer to have an exterior thermal envelope meeting performance standards which reduce levels equivalent to the performance standards required of single-family dwellings constructed under the state building code as defined in Oregon Revised Statutes 455.010.
- F. The manufactured home shall have a garage or carport constructed of like materials.
- G. The manufactured home is subject to any development standard, architectural requirement, and minimum size requirement to which a conventional single-family residential dwelling on the same lot would be subject.
- H. Each manufactured home shall be provided with a paved driveway no less than ten feet (10') wide for a single vehicle garage or carport or eighteen feet (18') for a two (2) vehicle garage or carport. (Ord. 692, 9-7-1999)

10-11-9: SINGLE-FAMILY DWELLING SITE STANDARDS:

- A. The single-family dwelling shall enclose a space of not less than one thousand (1,000) square feet.
- B. Each single-family dwelling shall have a garage or carport constructed of like materials and colors.
- C. Each single-family dwelling shall be provided with a paved driveway not less than ten feet (10') wide for a single vehicle garage or carport or eighteen feet (18') for a two (2) vehicle garage or carport. (Ord. 721, 6-3-2003)

10-11-10: TRAFFIC IMPACT ANALYSIS (TIA)

A. Purpose:

The purpose of this section of the code is to implement Section 660-012-0045 (2) (e) of the State Transportation Planning Rule that requires the City to adopt a process to apply conditions to specified land use proposals in order to minimize adverse impacts to and protect transportation facilities. This section establishes the standards for when a proposal must be reviewed for potential traffic impacts; when a Traffic Impact Analysis must be submitted with an application in order to determine whether conditions are needed to minimize impacts to and protect transportation facilities; what must be in a Traffic Impact Analysis; and who is qualified to prepare the analysis.

B. Applicability:

A Traffic Impact Analysis shall be required to be submitted to the City with a land use application, when the following conditions apply:

1. The application involves one or more of the following actions:
  - a. A change in zoning or plan amendment designation; or
  - b. The proposal is projected to cause one, or more of the following effects, which can be determined by field counts, site observation, traffic impact analysis or study, field measurements, crash history, Institute of Transportation Engineers Trip Generation manual; and information and studies provided by the local reviewing jurisdiction and/or ODOT:
    - 1) An increase in site traffic volume generation by 250 Average Daily Trips (ADT) or more (or as required by the City Engineer). The latest edition of the Trip Generation manual, published by the Institute of Transportation Engineers (ITE) shall be used as standards by which to gauge average daily vehicle trips; or
    - 2) An increase in use of adjacent streets by vehicles exceeding the 20,000 pound gross vehicle weights by 10 vehicles or more per day; or
    - 3) The location of the access driveway does not meet minimum intersection sight distance requirements, or is located where vehicles entering or leaving the property are restricted, or vehicles queue or hesitate, creating a safety hazard; or
    - 4) The location of the access driveway does not meet the access spacing standard of the roadway on which the driveway is located; or
    - 5) A change in internal traffic patterns that may cause safety problems, such as back up onto the highway or traffic crashes in the approach area.

C. Traffic Impact Analysis Requirements

1. Preparation.

A Traffic Impact Analysis shall be prepared by an Oregon Registered Professional Engineer that is qualified to perform traffic engineering analysis and will be paid for by the applicant.

2. Transportation Planning Rule Compliance.

See Section 10-13-3 Amendments to the Zoning Text or Map.



3. Pre-application Conference.

The applicant will meet with the Umatilla Public Works Director and Planning Director prior to submitting an application that requires a Traffic Impact Analysis. The City has the discretion to determine the required elements of the TIA and the level of analysis expected. The City shall also consult the Oregon Department of Transportation (ODOT) on analysis requirements when the site of the proposal is adjacent to or otherwise affects a State roadway.

D. Approval Criteria:

When a Traffic Impact Analysis is required, approval of the proposal requires satisfaction of the following criteria:

1. Traffic Impact Analysis was prepared by an Oregon Registered Professional Engineer qualified to perform traffic engineering analysis;
2. If the proposed action shall cause a significant effect pursuant to the Transportation Planning Rule, or other traffic hazard or negative impact to a transportation facility, the Traffic Impact Analysis shall include mitigation measures that meet the City's Level-of-Service and/or Volume/Capacity standards and are satisfactory to the City Engineer, and ODOT when applicable; and
3. The proposed site design and traffic and circulation design and facilities, for all transportation modes, including any mitigation measures, are designed to:
  - a. Have the least negative impact on all applicable transportation facilities;
  - b. Accommodate and encourage non-motor vehicular modes of transportation to the extent practicable;
  - c. Make the most efficient use of land and public facilities as practicable;
  - d. Provide the most direct, safe and convenient routes practicable between on-site destinations, and between on-site and off-site destinations; and
  - e. Otherwise comply with applicable requirements of the City of Umatilla Code.

E. Conditions of Approval:

The City may deny, approve, or approve a proposal with appropriate conditions.

1. Where the existing transportation system is shown to be impacted by the proposed action, dedication of land for streets, transit facilities, sidewalks, bikeways, paths, or accessways may be required to ensure that the transportation system is adequate to handle the additional burden caused by the proposed action.
2. Where the existing transportation system is shown to be impacted by the proposed action, improvements such as paving, curbing, installation or contribution to traffic signals, construction of sidewalks, bikeways, accessways, paths, or streets that serve the proposed action may be required.

10-11-11: ACCESSORY DWELLING UNIT SITE STANDARDS:

Accessory dwellings, where allowed, are subject to review and approval through a Type I procedure and shall conform to all of the following standards:

- A. A maximum of one Accessory Dwelling is allowed per legal detached single-family dwelling. The unit may be a detached building, in a portion of a detached accessory building (e.g., above a garage or workshop), or a unit attached or interior to the primary dwelling (e.g., an addition or the conversion of an existing floor).
- B. A detached Accessory Dwelling shall not exceed 800 square feet of floor area, or 75 percent of the primary dwelling's floor area, whichever is smaller.
- C. An attached or interior Accessory Dwelling shall not exceed 800 square feet of floor area, or 75 percent of the primary dwelling's floor area, whichever is smaller. However, Accessory Dwellings that result from the conversion of a level or floor (e.g., basement, attic, or second story) of the primary dwelling may occupy the entire level or floor, even if the floor area of the Accessory Dwelling would be more than 800 square feet.
- D. A detached Accessory Dwelling shall be located in the rear yard of the primary dwelling unless the Accessory Dwelling is located in a portion of a detached accessory building.
- E. All Accessory Dwellings shall provide one off-street parking space subject to the standards in Sections 10-9-1 through 10-9-6 of this title.
- F. Accessory Dwelling units are subject to the development standards of the underlying zone in which they are located.

# Exhibit - B

June 26, 2018

Planning Commission  
City of Umatilla  
P.O. Box 130  
Umatilla, Oregon 97882

RE: Accessory Dwelling Unit – Development Code Text Amendment

Commission Chair and Members,

Please accept this testimony, not in opposition, but with concern about what the impact could be if this type of development is initiated at any substantial rate within the city limits. My comments follow and are directed at the substantive criteria as outlined in the Report and Recommendation for this action.

The proposed designation is consistent with and supports the purposes of the portions of the city's comprehensive plan not proposed for amendment, or circumstances have changed to justify a change in the comprehensive plan.

The staff analysis of this criterion is incomplete and simply assumes that the city must implement the State's directive without analyzing its impact. There is also no analysis of how the city's comprehensive plan, particularly applicable Goal 10 Housing findings or policies, would either apply or be impacted. A review of the city's Goal 10 Housing Findings provides that "housing should be developed in areas that reinforce and facilitate orderly and compatible community development" and "the city should evaluate proposals for new housing construction in terms of the additional numbers of people with respect to impact on the natural environment, community services, utility support systems, projected housing needs, and the City's capital improvement programming." Both of these Findings are applicable to this action and can provide the city the ability to make this type of amendment with more focus and precision, rather than just allow ADUs to be sited on every residential lot zoned R-1 or R-2. The Housing Policy found at 10.9.105 states, "the City will re-assess Housing Needs at each Periodic Review." It is my understanding that the city is now exempt from Periodic Review, which means a Goal 10 written in about 1976 may continue to be ineffective. And planned Buildable Lands Inventory and Housing Analysis may provide updated information and data, but without updating the Goal 10 Housing Findings and Policies the city is left with its current framework from 1975 to make decisions in 2018 and beyond. I would encourage the Planning Commission to give consideration to your Goal 10 Housing Findings included above as you review this Zoning Ordinance amendment.

The proposed change will not affect the land supply for the existing zoning designation as related to projected need for the particular land use.

At this juncture a discussion about how this action could, although unlikely, nearly double the density of the two subject residential use zones is needed. It should be recognized that this amendment could affect land supply over time and would certainly color any future buildable lands inventory or housing analysis. While it is true that this amendment will not change the existing zoning designations, it could have a profound impact on the density and how these areas are developed and redeveloped. That potential impact should be acknowledged and mechanisms to address negative impacts should be identified and implemented. As the city pursues updates to the Comprehensive Plan and Zoning Ordinance it should be noted that the potential density of these zones has been nearly doubled with this action.

mechanism to work with the local Postmaster to implement centralized mail boxes to limit parking impacts and reduce mail theft.

The final part of my comment is to Exhibit A, particularly the portion 10-11-11: Accessory Dwelling Unit Site Standards. The proposed standards are intended to address the potential impacts from the development of ADUs and direct their placement. The following questions come to mind as I review these proposed standards:

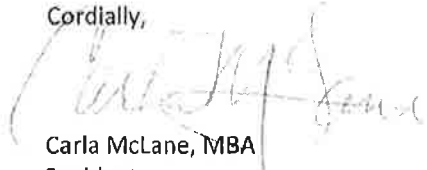
- There are no square footage standards assigned to the detached ADU when located in the portion of a detached accessory building. It is unclear if a detached accessory building larger than the earlier identified 800 square feet would be excluded from being converted or having an ADU placed on a to be constructed second floor.
- There are no setbacks included in this section and when reviewing the R-1 and R-2 standards ADUs are only held to the standards in this section. It could be argued that the other standards found in the R-1 and R-2 provisions are not applicable based on the following language: "Accessory uses, including an Accessory Dwelling subject to the provisions of Section 10-11-11 of the Title."
- The R-2 development standards limit development to one dwelling to 3,500 square feet. Does the allowance for an ADU remove this limitation? If I have a 4,000 square foot lot can I site an ADU? This is unclear.

I would encourage the Planning Commission to carefully consider the changes you are being asked to make simply because the State has issued a mandate. The city should be sure that these allowances are in the best interest of the city and support the ways in which the city wants to grow. They should also be fully vetted for impacts to water, waste water, traffic, parking and other public services. While I do not anticipate that every home built in either the R-1 or R-2 use zones will have an ADU, it may be that the city will find there is a limit to how many can be accommodated. There should be incorporated into this process a mechanism by which the Planning Commission can further review the impacts to drive future changes.

One last note before I close. There is no limitation as to how these ADUs could be used. Is the intent that they are to be for residents? Or could they be used for short-term rentals to be listed through AirBNB or other similar listing services? The State mandate intends to get to needed housing, but without clear requirements in the Zoning Ordinance the city could find they are opening the door to another enforcement issue.

Thank you for the opportunity to comment on these proposed changes. I cannot encourage you enough to take the time you need to be sure these new provisions help the city meet our needed housing requirements. Please accept my apologies for not attending in person, but I have another evening commitment this evening. Should there be any questions or follow up needed community development staff know how to reach me.

Cordially,



Carla McLane, MBA  
Resident

Exhibit - C

Bruce McLAISE  
170 Van Buren Dr.  
Umatilla, OR.

I will limit my comments to:

Section III Analysis

Letter D.

Number 3.

I have a general comment, and a specific change to request.

My general comment is related to "Findings"

Since,

"The City has concerns that the requirement to allow ADU's may negatively impact existing public facilities and services"

and there has been no detailed, comprehensive review of all the potential impacts of allowing ADU's.

I would suggest that some trigger point be established that would require a detailed, comprehensive review of the impacts and allow the city to modify this document prior to it becoming a code enforcement or legal issue.

My specific requested change is related to "Conclusions"

I would suggest that number 2 be changed to the following.

"Require each new ADU to provide a minimum of one additional off-street parking space per bedroom in the ADU."

I think this more adequately and clearly defines the need for additional parking space.



June 26, 2018

Exhibit - D

City of Umatilla Planning Commission  
700 6th St  
Umatilla, OR 97882

**Re: SB 1051 Update**

Dear Commissioners:

This letter is submitted jointly by Housing Land Advocates (HLA) and the Fair Housing Council of Oregon (FHCO). Both HLA and FHCO are non-profit organizations that advocate for land use policies and practices that ensure an adequate and appropriate supply of affordable housing for all Oregonians. FHCO's interests relate to a jurisdiction's obligation to affirmatively further fair housing. Please include these comments in the record for the above-referenced proposed amendment.

Based on the staff report, the Commission appears to understand and support the goal to permit ADUs in order to help Newberg achieve its needed housing goals. However, we request the Commission reject the onsite parking requirement for ADUs because FHCO and HLA do not believe that parking requirements are a reasonable regulation under ORS § 197.312. The necessity to construct onsite parking is contrary to providing affordable housing options within city limits because construction of onsite parking increases the cost of ADU. There is less incentive ADU owners—who would otherwise contribute to the low and affordable housing market—to continue offering their units when costs rise; parking is one such cost that will push these ADU owners out of the market. The Commission's intent to add to the housing supply, therefore, will be negated. Where ADUs are be part of meeting affordable housing needs—both by being relatively more affordable in many cases themselves and by providing an income source that allows a homeowner to stay in their home—these requirements cannot attach.

HLA and FHCO urge the Commission to defer adoption of the proposed amendment until the parking requirement and accompanying issues have been addressed. Thank you for your



consideration. Please provide written notice of your decision to, FHCO, c/o Louise Dix, at 1221 SW Yamhill Street, #305, Portland, OR 97205 and HLA, c/o Jennifer Bragar, at 121 SW Morrison Street, Suite 1850, Portland, OR 97204. Please feel free to email Louise Dix at [ldix@fhco.org](mailto:ldix@fhco.org) or reach her by phone at (541) 951-0667.

Thank you for your consideration.

Louise Dix  
AFFH Specialist  
Fair Housing Council of Oregon

Jennifer Bragar  
President  
Housing Land Advocates

cc: Kevin Young ([kevin.young@state.or.us](mailto:kevin.young@state.or.us))

**ORDINANCE NO. 830**

**AN ORDINANCE AMENDING TITLE TEN OF THE MUNICIPAL CODE OF THE CITY OF UMATILLA TO ADOPT A NEW DEFINITION, MODIFY THE ZONING REGULATIONS FOR THE SINGLE-FAMILY RESIDENTIAL (R-1) AND MEDIUM DENSITY RESIDENTIAL (R-2) ZONES AND IMPLEMENTING SITING STANDARDS FOR ACCESSORY DWELLING UNITS**

**WHEREAS**, the Oregon legislature passed Senate Bill 1051, codified in ORS 197.312, which requires all cities over 2,500 to permit accessory dwelling units on all lots which permit detached single-family dwellings; and

**WHEREAS**, the City of Umatilla Planning Commission duly considered the goals and policies of the Comprehensive Plan and requirements of the Zoning Ordinance as those applied to the application during public hearings held on June 26, 2018 and July 24, 2018 and subsequently recommended approval of the request to the City Council; and

**WHEREAS**, the Umatilla City Council conducted a public hearing on August 7, 2018 to consider the Planning Commission’s recommendation for application ZC-1-18 and adopted the Planning Commission’s findings and conclusions as its own in approving the application, as contained in the *Umatilla City Council Report and Decision for Zone Change ZC-1-18*.

**NOW THEREFORE, THE CITY OF UMATILLA DOES ORDAIN AS FOLLOWS:**

Section 1. The Umatilla City Council does hereby adopt the findings and conclusions recommended by the City Planning Commission as its own in support of this ordinance amendment to the Umatilla Zoning Ordinance, as contained in the *Umatilla City Council Report and Decision for Zone Change ZC-1-18*.

Section 2. Title ten – Zoning of the City Code of the City of Umatilla is hereby amended to read as follow:

The following definition is to be added to Section 10-1-6 of the City of Umatilla Zoning Ordinance:

**Accessory Dwelling** – An interior, attached, or detached residential structure that is used in connection with, or that is accessory to, a single-family dwelling.

Underlined language proposed to be added

**10-3A-2: USES PERMITTED:**

The following uses and their accessory uses are permitted in the R-1 District:

1. Accessory uses, including an Accessory Dwelling subject to the provisions of Section 10-11-11 of this Title.
2. Family daycare providers and residential homes.
3. Home occupations subject to provisions of Section 10-11-1 of this Title.
4. One single-family detached dwelling structure or one manufactured home subject to provisions of Section 10-11-8 of this Title is permitted on each lot.

**10-3B-2: USES PERMITTED:**

The following uses and their accessory uses are permitted in the R-2 District:

1. Accessory uses, including an Accessory Dwelling subject to the provisions of Section 10-11-11 of this Title.



2. Family daycare providers, residential homes, and residential facilities.
3. Home occupations subject to provisions of Section 10-11-1 of this Title.
4. Single-family detached residences, including manufactured homes on individual lots subject to provisions of Section 10-11-8 of this Title.
5. Two-family and multi-family housing.

10-11-1: GENERAL ACCESSORY USE PROVISIONS:

Accessory uses shall comply with all requirements for the primary use except where specifically modified by this title and shall comply with the following limitations:

A. Home Occupation:

A home occupation shall be conducted completely within a residence by the occupant of the residence. No more than one nonresident employee shall engage in the business. The residential character of the building shall be maintained with no exterior changes to the appearance or structure of the property and no signs shall be visible from the public street. A home occupation shall occupy less than one-quarter (1/4) of the ground floor areas of the main building. Home occupations shall not include repair of vehicles.

B. Fences, Walls, And Similar Barriers:

1. Fences within the vision clearance area described in section 10-11-4 of this chapter, shall not exceed three feet (3') in height and shall not create an obstruction to the vision of drivers.
2. Outside of the vision clearance area, fences are limited to a maximum of six feet (6') in height, except that fences and walls, railings or mature hedges shall not exceed four feet (4') in height within the required front yard or side yard along a flanking street.
3. A fence inspection permit from the city is required for all fences. The amount of the fee shall be set by resolution.

C. Greenhouse:

A greenhouse or hothouse may be maintained as an accessory use to a residence only if there are no sales.

D. Guesthouse:

A guesthouse may be maintained as an accessory use to a dwelling provided that there are no cooking facilities in the guesthouse. (Ord. 688, 6-15-1999)

10-11-2: PROJECTIONS INTO REQUIRED YARDS, SETBACK & HEIGHT EXCEPTIONS:

A. Limit:

Cornices, eaves, canopies, sunshades, gutters, chimneys, flues, belt courses, leaders, sills, pilasters, lintels, ornamental features, and other similar architectural features may project not more than two feet (2') into a required yard or required open space.

B. Setbacks:

Regardless of the side yard requirements of the district, a side or rear yard may be reduced to three feet (3') for an accessory structure erected more than sixty-five feet (65') from a street other than an alley and provided that the structure is detached from other buildings by six feet (6') or more and does not exceed a height of one story nor an area of more than five hundred (500) square feet.

C. Building Height Limitations:

**-110-**

The following types of structures or structural parts may exceed the building height limitations of this

title:

1. Antennas for radio communications.
2. Belfries.
3. Chimneys.
4. Church spires.
5. Flagpoles. (Ord. 688, 6-15-1999)

#### 10-11-3: MAINTENANCE OF MINIMUM ORDINANCE REQUIREMENTS:

No lot area, yard, or other open space, or required off street parking or loading area existing on or after the effective date of this title, shall be reduced in area, dimensions, or size below the minimum required by this title, nor shall any lot area, yard, or other open space or off street parking or loading area which is required by this title for one use be used as the lot area, yard, or other open space or off street parking or loading area requirement for any other use, except as provided in chapter 9 of this title. (Ord. 688, 6-15-1999)

#### 10-11-4: VISION CLEARANCE:

A vision clearance area shall be an area that is roughly triangular in shape that is established at the intersection of a street, alley, or driveway. It is measured along right of way or property lines, according to the following requirements:

##### A. Residential Districts:

In a residential district, the minimum distance shall be thirty feet (30'), or at intersections including an alley or driveway, ten feet (10'), measured from the point of intersection.

##### B. Other Districts:

In commercial and industrial districts, the minimum distance shall be fifteen feet (15'), or ten feet (10') if the intersection includes an alley or driveway. (Ord. 688, 6-15-1999)

##### C. Access To Public Right-Of-Way:

Access to the public right-of-way (public or private driveway) shall not be located within the vision clearance area of an intersection, unless there is no other alternative for access to a site. (Ord. 710, 5-7-2002)

#### 10-11-5: SWIMMING POOLS, FISH PONDS, OR OTHER DECORATIVE POOLS:

##### A. Fence Required:

Every manmade body of water with a depth of more than eighteen inches (18") at any point shall be completely surrounded by a six foot (6') high fence or comparable enclosure. The fence shall have a self-closing, self-latching gate, with the latch mechanism located at least four feet (4') above grade. The fence shall be designed to discourage children from climbing and have no openings, holes or gaps larger than four inches (4") in any dimension.

##### B. Building Permit Required:

A building permit is required for a swimming pool. Plans shall be filed with the city and meet the requirements of this chapter and the uniform building code. No pool shall be used until a final inspection is made by the city after its construction is completed.

##### C. Setbacks:

A swimming pool shall be set back from any interior side or rear property line by a minimum of five feet (5'). Any associated structures shall comply with setbacks for a building or accessory structure for the district in which it is located.

D. Exceptions:

This chapter shall not apply to public swimming pools or wading pools maintained and operated by any public entity. (Ord. 688, 6-15-1999)

10-11-6: UTILITIES:

In all industrial, commercial, and residential districts, all electrical, telephone, and cable television utility service installations or connections made as part of new construction of a building or structure, shall be placed underground in accordance with city standards. McNary Industrial Park is exempt from this requirement. (Ord. 688, 6-15-1999)

10-11-7: EASEMENTS:

When an easement is required, the following standards shall apply:

A. Pedestrian Easements:

In order to facilitate pedestrian access from streets, lots, or developments, to schools, parks, nearby streets, or other developments, an easement no less than ten feet (10') wide with a paved pathway no less than six feet (6') shall be required. Any sight obscuring barrier such as a fence or planting at the edge of the easement shall not exceed three feet (3') in height in order to maintain visibility of the walkway from adjacent properties.

B. Open Space Easements:

An open space easement may be required over areas in private ownership of the floodplain or areas with unique natural condition. Such easement shall preclude development of the area when limiting the use of a property is determined to be in the public interest.

C. General Public Easements:

When topography or other conditions make impractical the location of drainage facilities, sanitary sewer or water lines within the public street right of way, an unobstructed easement shall be provided across a property. Easements shall be of sufficient width to safely excavate buried facilities, but generally shall be no less than fifteen feet (15') in width. (Ord. 688, 6-15-1999)

10-11-8: MANUFACTURED HOME SITE STANDARDS:

Manufactured homes used as permanent residences and meeting the following standards are allowed outside of manufactured home parks on individual lots in any district where single-family residences are allowed:

- A. The manufactured home shall be multi-sectional and enclose a space of not less than one thousand (1,000) square feet.
- B. The manufactured home shall be placed on an excavated and backfilled foundation and enclosed at the perimeter such that the manufactured home is located not more than twelve inches (12") above grade.
- C. The manufactured home shall have a pitched roof, except that no standard shall require a slope of greater than a nominal three feet (3') in height for each twelve feet (12') in width.
- D. The manufactured home shall have exterior siding and roofing which in color, material and appearance is similar to the exterior siding and roofing material commonly used on residential dwellings within the community or which is comparable to the dominant materials used on surrounding dwellings as determined by the city administrator.
- E. The manufactured home shall be certified by the manufacturer to have an exterior thermal envelope meeting performance standards which reduce levels equivalent to the performance standards required of single-family dwellings constructed under the state building code as defined in Oregon Revised Statutes 455.010.
- F. The manufactured home shall have a garage or carport constructed of like materials.

- G. The manufactured home is subject to any development standard, architectural requirement, and minimum size requirement to which a conventional single-family residential dwelling on the same lot would be subject.
- H. Each manufactured home shall be provided with a paved driveway no less than ten feet (10') wide for a single vehicle garage or carport or eighteen feet (18') for a two (2) vehicle garage or carport. (Ord. 692, 9-7-1999)

10-11-9: SINGLE-FAMILY DWELLING SITE STANDARDS:

- A. The single-family dwelling shall enclose a space of not less than one thousand (1,000) square feet.
- B. Each single-family dwelling shall have a garage or carport constructed of like materials and colors.
- C. Each single-family dwelling shall be provided with a paved driveway not less than ten feet (10') wide for a single vehicle garage or carport or eighteen feet (18') for a two (2) vehicle garage or carport. (Ord. 721, 6-3-2003)

10-11-10: TRAFFIC IMPACT ANALYSIS (TIA)

A. Purpose:

The purpose of this section of the code is to implement Section 660-012-0045 (2) (e) of the State Transportation Planning Rule that requires the City to adopt a process to apply conditions to specified land use proposals in order to minimize adverse impacts to and protect transportation facilities. This section establishes the standards for when a proposal must be reviewed for potential traffic impacts; when a Traffic Impact Analysis must be submitted with an application in order to determine whether conditions are needed to minimize impacts to and protect transportation facilities; what must be in a Traffic Impact Analysis; and who is qualified to prepare the analysis.

B. Applicability:

A Traffic Impact Analysis shall be required to be submitted to the City with a land use application, when the following conditions apply:

1. The application involves one or more of the following actions:
  - a. A change in zoning or plan amendment designation; or
  - b. The proposal is projected to cause one or more of the following effects, which can be determined by field counts, site observation, traffic impact analysis or study, field measurements, crash history, Institute of Transportation Engineers Trip Generation manual; and information and studies provided by the local reviewing jurisdiction and/or ODOT:
    - 1) An increase in site traffic volume generation by 250 Average Daily Trips (ADT) or more (or as required by the City Engineer). The latest edition of the Trip Generation manual, published by the Institute of Transportation Engineers (ITE) shall be used as standards by which to gauge average daily vehicle trips; or
    - 2) An increase in use of adjacent streets by vehicles exceeding the 20,000 pound gross vehicle weights by 10 vehicles or more per day; or
    - 3) The location of the access driveway does not meet minimum intersection sight distance requirements, or is located where vehicles entering or leaving the property are restricted, or vehicles queue or hesitate, creating a safety hazard; or
    - 4) The location of the access driveway does not meet the access spacing standard of the roadway on which the driveway is located; or
    - 5) A change in internal traffic patterns that may cause safety problems, such as back up onto the highway or traffic crashes in the approach area.

C. Traffic Impact Analysis Requirements

1. Preparation.

A Traffic Impact Analysis shall be prepared by an Oregon Registered Professional Engineer that is qualified to perform traffic engineering analysis and will be paid for by the applicant.

2. Transportation Planning Rule Compliance.

See Section 10-13-3 Amendments to the Zoning Text or Map.

3. Pre-application Conference.

The applicant will meet with the Umatilla Public Works Director and Planning Director prior to submitting an application that requires a Traffic Impact Analysis. The City has the discretion to determine the required elements of the TIA and the level of analysis expected. The City shall also consult the Oregon Department of Transportation (ODOT) on analysis requirements when the site of the proposal is adjacent to or otherwise affects a State roadway.

D. Approval Criteria:

When a Traffic Impact Analysis is required, approval of the proposal requires satisfaction of the following criteria:

1. Traffic Impact Analysis was prepared by an Oregon Registered Professional Engineer qualified to perform traffic engineering analysis;
2. If the proposed action shall cause a significant effect pursuant to the Transportation Planning Rule, or other traffic hazard or negative impact to a transportation facility, the Traffic Impact Analysis shall include mitigation measures that meet the City's Level-of-Service and/or Volume/Capacity standards and are satisfactory to the City Engineer, and ODOT when applicable; and
3. The proposed site design and traffic and circulation design and facilities, for all transportation modes, including any mitigation measures, are designed to:
  - a. Have the least negative impact on all applicable transportation facilities;
  - b. Accommodate and encourage non-motor vehicular modes of transportation to the extent practicable;
  - c. Make the most efficient use of land and public facilities as practicable;
  - d. Provide the most direct, safe and convenient routes practicable between on-site destinations, and between on-site and off-site destinations; and
  - e. Otherwise comply with applicable requirements of the City of Umatilla Code.

E. Conditions of Approval:

The City may deny, approve, or approve a proposal with appropriate conditions.

1. Where the existing transportation system is shown to be impacted by the proposed action, dedication of land for streets, transit facilities, sidewalks, bikeways, paths, or accessways may be required to ensure that the transportation system is adequate to handle the additional burden caused by the proposed action.
2. Where the existing transportation system is shown to be impacted by the proposed action, improvements such as paving, curbing, installation or contribution to traffic signals, construction of sidewalks, bikeways, accessways, paths, or streets that serve the proposed action may be required.

10-11-11: ACCESSORY DWELLING UNIT SITE STANDARDS:

Accessory dwellings, where allowed, are subject to review and approval through a Type I procedure and

shall conform to all of the following standards:

- A. A maximum of one Accessory Dwelling is allowed per legal detached single-family dwelling. The unit may be a detached building, in a portion of a detached accessory building (e.g., above a garage or workshop), or a unit attached or interior to the primary dwelling (e.g., an addition or the conversion of an existing floor).
- B. A detached Accessory Dwelling shall not exceed 800 square feet of floor area, or 75 percent of the primary dwelling's floor area, whichever is smaller.
- C. An attached or interior Accessory Dwelling shall not exceed 800 square feet of floor area, or 75 percent of the primary dwelling's floor area, whichever is smaller. However, Accessory Dwellings that result from the conversion of a level or floor (e.g., basement, attic, or second story) of the primary dwelling may occupy the entire level or floor, even if the floor area of the Accessory Dwelling would be more than 800 square feet.
- D. A detached Accessory Dwelling shall be located in the rear yard of the primary dwelling unless the Accessory Dwelling is located in a portion of a detached accessory building.
- E. All Accessory Dwellings shall provide one off-street parking space subject to the standards in Sections 10-9-1 through 10-9-6 of this title.
- F. Accessory Dwelling units are subject to the development standards of the underlying zone in which they are located.

Section 3. The effective date of this ordinance shall be thirty days after enactment.

**ADOPTED** by the City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

Council members voting yes: \_\_\_\_\_

Council members voting no: \_\_\_\_\_

Absent Council members: \_\_\_\_\_

Abstaining Council members: \_\_\_\_\_

And **SIGNED** by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Daren Dufloth, Mayor

ATTEST:

\_\_\_\_\_  
Nanci Sandoval, City Recorder

**RESOLUTION NO. 09-2019**

**A RESOLUTION AUTHORIZING THE MAYOR TO SIGN AN  
INTERGOVERNMENTAL AGREEMENT BETWEEN UMATILLA COUNTY AND  
CITY OF UMATILLA FOR PACIFICORP TRANSMISSION LINE**

**WHEREAS**, this intergovernmental agreement is pursuant to ORS Chapter 190 for intergovernmental cooperation; and

**WHEREAS**, the City of Umatilla approved a Joint Management Agreement with the County in January of 2017 for the purpose of facilitating the orderly transition from rural to urban land use within the City's Urban Growth Area; and

**WHEREAS**, in 2015 the County processed a Conditional Use Permit for the Wallula to McNary 120 kV transmission line, CUP C-1248-15, and Land Use Decision LUD-188-15, for property located within the Urban Growth Boundary of the City; and

**WHEREAS**, since the approval of CUP C-1248-15 and LUD-188-15, the responsibility for processing permits in the City's UGB has transferred from the County to the City; and

**WHEREAS**, in order to allow an easy amendment process for the applicant, the County and City both agree to allow the County to process the amendment, as set out in the agreement.

**NOW THEREFOR BE IT RESOLVED** that the Mayor is authorized to sign the intergovernmental agreement on behalf of the City of Umatilla.

**APPROVED** by the Council and **SIGNED** by the Mayor this 7<sup>th</sup> day of August, 2018

---

Daren Dufloth, Mayor

ATTEST:

---

Nanci Sandoval, City Recorder

INTERGOVERNMENTAL AGREEMENT  
BETWEEN UMATILLA COUNTY AND  
CITY OF UMATILLA  
Pacificorp Transmission Line

This agreement is between Umatilla County, Oregon (“County”), and the City of Umatilla (“City”), regarding land use planning within the City of Umatilla urban growth boundary regarding Pacificorp transmission line. The supervising representative for the County is Bob Waldher, and for the City is Tamra Mabbott.

### 1.0 RECITALS

A. ORS Chapter 190 provides for intergovernmental cooperation. This agreement is created pursuant to that chapter.

B. The County processed a Conditional Use Permit for the Wallula to McNary 230 kV transmission line, CUP C-1248-15, and Land Use Decision LUD-188-15, for property located within the Urban Growth Boundary of the City.

C. The applicant has filed for an amendment to the Conditional Use Permit. Since the permit was approved, the responsibility for processing permits in the Urban Growth Boundary for these applications has changed from the County to the City.

D. To allow in the ease of the amendment, the parties agree to allow the processing of the amendment by the County as set out in this agreement.

### 2.0 AGREEMENT

2.1 For the portion of the project that is within the F-2 and C-1 zones, the County will process the application for the amendment of the Conditional Use Permit.

2.2 For project properties located in the F-1 zone within the Urban Growth Boundary, a zoning permit will be processed by the City.

2.3 Each party will have the full authority to manage and to make any final land use decision on the application processed by that party.

### 3.0 INDEMNITY

To the extent allowed and permitted by the Oregon Constitution and the Oregon Tort Claim Act, each party will indemnify and hold the other party harmless for any action taken by that entities’ employees pursuant to this agreement.



4.0 TERM

4.1 This Agreement shall become effective on July 1, 2018 and shall terminate on June 30, 2019.

4.2 Either party may terminate this Agreement by giving sixty days advance written notice of its intent to terminate, such notice being provided in person or by certified mail.

DATED this \_\_\_\_ day of \_\_\_\_\_, 2018.

UMATILLA COUNTY

CITY OF UMATILLA

\_\_\_\_\_  
George L. Murdock, Chair

\_\_\_\_\_  
Daren Dufloth, Mayor

\_\_\_\_\_  
William J. Elfering, Commissioner

ATTEST:

\_\_\_\_\_  
W. Lawrence Givens, Commissioner

\_\_\_\_\_  
Nanci Sandoval, City Recorder

ATTEST:  
Office of County Records

\_\_\_\_\_  
Records Officer



# City of Umatilla

700 6<sup>th</sup> Street, PO Box 130, Umatilla, OR 97882  
City Hall (541) 922-3226 Fax (541) 922-5758

July 31, 2018

## MANAGERS REPORT FOR AUGUST 7, 2018 CITY COUNCIL MEETING

### NEW BUSINESS

**11.2** Two liquor license applications were prepared by City Recorder Sandoval. The application for TT's is a change of ownership (formerly Sam's Stop N Shop #7). The application for Donita's Tacos is new. The restaurant currently does not sell liquor. Both applications were reviewed by City Planner Seitz and are in compliance with the City Zoning Ordinance.

**11.3** Resolution 04-2019 would authorize ballot to be mailed to residents in Umatilla. Proposed ballot measure proposes the creation of a new animal control district. The value to Umatilla is not known as the shelter is located in Pendleton. Tisa Coffey, Code Enforcement Officer, has done some research on this matter and can report during the council meeting.

**11.4** Resolution 05-2019 would allow city to participate in a new League of Oregon Cities pilot program offered to cities in Eastern Oregon. The free program provides 10 hours of free legal service of League staff attorney. There are limitations on the type of questions but it could prove useful for city. This would not replace services of city contract with the Spicerkuhn law firm

**11.5** Resolution No. 06-2019 authorizes Mayor to sign a letter to Oregon Department of Transportation to allow art or a decorative feature to be added to the new black iron fence erected on the I-82 overpass. The new fence is appealing, however, this program is an opportunity to add a gateway feature. State guidelines only allow art to be added when a construction contract is open; contract work for the current project is expected to end in October or November. Staff has prepared two options. If selecting a design in a short period of time is feasible (ready for September Council meeting) artwork could complement the Sixth Street Project, the tourism promotion effort of city and chamber and overall revitalization.

**11.6** Resolution No. 07-2019 would provide city endorsement of the Umatilla River Front Advisory Council whose purpose is to convey land along the Columbia River and Umatilla River to city ownership. Council and many members of the community have expressed their support for the concept in general however, the scope of council endorsement may warrant some clarification. The Resolution has not been reviewed by city attorney but he will review prior to the meeting and will be available to share his

thoughts. Staff met with Mark Ribich on July 31<sup>st</sup> to better understand the objective. It was a good opportunity to clarify the scope of the citizens group (to obtain ownership) and that of city council and staff (to develop plans and pursue development projects). Staff confirmed the importance of allowing city to take the lead in coordinating with the CTUIR and to honor the trust and relationship that has evolved over the past several years.

**11.7** Resolution No 08-2019 would allow Richard Wood, DBA Wood Construction and Development to begin infrastructure work on a new subdivision in the McNary area.

**11.8** Three versions of the Mission Statement are included in the packet. One version was drafted during the Council's February work session. Another version was modified during the July Council Work Session. The third is a Mission Statement that City Recorder Nanci Sandoval identified – it was adopted as part of the City Handbook a few years ago. The final version will replace existing versions in the handbook, website and other places.

**11.9** Mayor has requested that a citizen(s) be appointed to participate in the City Manager Recruitment process. City Recorder Sandoval has prepared an application form for interested residents. Council action will also set a date for interested citizens to apply and authorize Mayor to make the appointment. Formal appointment will be made at the September 4<sup>th</sup> meeting.

**11.10** ZC-1-2018 is a Land Use Hearing to amend Umatilla Zoning Ordinance to include standards for Accessory Dwelling Units (ADU's) which are now required by Oregon law. City Planner Brandon Seitz did considerable research and consulted with Council during a work session. The proposed code changes were approved by Planning Commission.

**11.11** Adoption of the Zone Change requires approval of Ordinance 830 to amend City Municipal Code.

**11.12** Resolution 09-2019 authorizes Mayor to sign an Intergovernmental Agreement with Umatilla County authorizing county to process amendments to a land use permit for a transmission line. City Planner Brandon Seitz and County Planning Director Bob Waldher have worked together to coordinate this large land use permit and the permit amendments. The objective is to make the process consistent with the original permit process and convenient for parties involved.

#### **Interim City Manager Report: Highlights of July 14<sup>th</sup> thru July 31<sup>st</sup>.**

Umatilla County Fair and Farm City Pro Rodeo is this week, August 7<sup>th</sup> thru 11<sup>th</sup>.

Movies in the Parks is underway. The first movie was July 20<sup>th</sup>. August 3<sup>rd</sup>, August 17<sup>th</sup>. Many thanks to Nanci Sandoval and Jackie Caldera for leading this effort.

City quarterly newsletter articles are due to Nanci by August 10<sup>th</sup>.

The first Friday of each month KOHU hosts Umatilla live on the radio at 8:15. Council Wheeler is scheduled to join Interim City Manager Tamra Mabbott on August 3<sup>rd</sup>. If a council member would like to join for the September 7<sup>th</sup> please let me know. Otherwise, if you would like to listen, tune in to 1360 AM Radio station.

The city epermitting system went live July 15<sup>th</sup>. Melissa Ince, Brandon Seitz and Esmeralda Horn spent many hours over the past several months preparing for the new system. We experienced a few glitches but overall the new system is running smoothly. Public Works permits will use the new system, as will Code Enforcement for tracking.

Councilors Mel Ray and Ashley Wheeler are scheduled to meet with staff and city attorney Phillip Spicerkuhn, to review Code Enforcement changes. Council will hear a report at the September 18<sup>th</sup> work session.

Public Works crews are working hard to keep sewer, water, parks and streets operating smoothly in this heat. Hats off to their work ethic and ability to tolerate the HOT weather!

Library staff have hosted several special events for the summertime, including Bram Brata, a brass drum group and a play.

Tuesday morning, July 24<sup>th</sup> was a Department Head meeting, followed by staff meeting for City Hall and library staff. Among other things, we talked about internal communication, scheduling and customer service. We are the city staff that responds!

I have had two recent meetings with ODOT Region Manager and District Manager to talk about a number of projects, including the relocation of the weigh station, Sixth Street renovation project, concern about vision clearance and functionality at the Umatilla River Road and Sixth Street intersection, recent paving on Highway 730 and the opportunity to place artwork on the new overpass fence. ODOT is very responsive and supportive of city.

Tuesday, July 24<sup>th</sup> was a BIG day for several of us at City Hall. We spent most of the day working with our contract engineer team from JUB engineering preparing for and then meeting with representatives of VaData. Mayor Dufloth and Council President Ray joined us in the afternoon. The new VaData development includes many significant infrastructure improvements. Designing, coordinating and funding those requires a coordinated effort by Public Works, Finance and Community Development. VaData is very encouraged about the city's support and collaboration. These infrastructure projects will be in place for many years to come.

Personnel Committee met on Wednesday, July 25<sup>th</sup> and had a fruitful discussion about protocol for amendments to city organizational chart and protocol, standards and process for updating job descriptions. This is an important function of any organization.

Chief Huxel met with County Emergency Manager Tom Roberts to talk about training for staff and council. I was able to join them for part of the meeting. Chief and Melissa Ince, Finance Director are taking the lead on coordinating emergency response training for city staff and for Council. More to come over the coming months with this.

Thursday evening, July 26<sup>th</sup>, several members of the community, chamber board and staff met with Jon Paul Bowles, tourism consultant, who gave a terrific presentation about the tourism potential in Umatilla. There is so much potential for tourism to be a major component for economic development as well as livability of Umatilla. More to come on this. The Chamber is an invaluable partner with this project and more. I am collaborating with Kacie Evans on another grant from Travel Oregon which will help us implement recommendations of Jon Paul.

Friday, July 27<sup>th</sup>, City Planner Brandon Seitz and I hosted another group of PSU graduate students. This summer term class is using Umatilla as their project for a marketing analysis. The data and report they produce will be really valuable for helping to promote downtown revitalization. We also talked with one of our own resident experts on livability and fishing (not sure which is the priority for him) Officer John Capers.

Friday, July 27<sup>th</sup> Esmeralda Horn, Community Development Coordinator and I drove to Mission to meet with CTUIR Planning Director JD Tovey and KAYAK Manager Susan Johnson, to talk about expanding transit service in Umatilla. That effort is underway. We learned that Umatilla ridership is about 50% greater than ridership in Hermiston. So clearly there is a need for transit. The 2017 Transit Bill (including a .01% payroll tax) is an opportunity to increase inner city and intra city travel for Umatilla residents. Staff also met with Mark Morgan, Hermiston Assistant City Manager, to coordinate on a regional transit project.

Our RARE Volunteer, Mathew Tsui, will be leaving the city after a very productive two years developing a GIS data layer for city water and sewer infrastructure and developing a Trail Plan. Both those projects are invaluable. We are having a party for Matthew after work on Friday, August 24<sup>th</sup> at the home of Kelly Nobles, one of Matt's favorite places in town. Hope you are able to join us.