

**UMATILLA CITY COUNCIL MEETING
A G E N D A
COUNCIL CHAMBERS
SEPTEMBER 04, 2018
7:00 P.M.**

1. **MEETING CALLED TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **APPROVAL OF AGENDA**
5. **PRESENTATION**
 - 5.1 Presentation on Transit Partnership – Mark Morgan, City of Hermiston
 - 5.2 Presentation on Preliminary Water Feasibility Study - JUB Engineers
6. **APPROVAL OF MINUTES**
 - 6.1 August 7, 2018 *page 1 - 7*
 - 6.2 August 21, 2018 Workshop *page 8*
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. *page 11*
 - b. All Remaining Invoices *pages 9 – 27*
 - 8.2 Court Report – August *page 28*
9. **COMMITTEE REPORTS**
10. **UNFINISHED BUSINESS**
11. **NEW BUSINESS**
 - 11.1 Resolution No. 04-2019 – A Resolution Authorizing the Public Works Department to Put a No Parking Sign on Dean Avenue *pages 29 - 30*
 - 11.2 Resolution No. 07-2019 - A Resolution Authorizing City Staff to Implement the Revised Revitalization Grant Application and Process *pages 31 - 41*
 - 11.3 Appoint Citizen Members to City Manager Recruitment Committee *pages 42 – 46*
 - a. Lyle Smith *page 43*
 - b. Bruce McLane *page 44*

c. Mark Ribich *page 45*

d. Bill Wright *page 46*

11.4 Artwork Recommendation for ODOT *pages 47 - 55*

12. CORRESPONDENCE

12.1 Letter of Appreciation to Good Shepherd Health Foundation for Generous Donations for Kiwanis Park *page 56*

12.2 Letter of Appreciation to Hermiston Kiwanis for Generous Donations for Kiwanis Park *page 57*

13. PUBLIC COMMENT: *See #7

14. MAYOR'S MESSAGE

15. STAFF REPORT

15.1 Manager's Report *pages 58-61*

16. COUNCIL INFORMATION & DISCUSSION

16.1 City Manager Recruitment Update

17. ADJOURN TO EXECUTIVE SESSION

18. RECONVENE

19. ADJOURN

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**CITY OF UMATILLA
COUNCIL MEETING
August 07, 2018**

1. **CALLED TO ORDER:** Council President Ray called the regular council meeting to order at 7:00pm.
2. **ROLL CALL**
PRESENT: Councilor Keith via conference call, Councilors Roxbury, Ray, and TenEyck.
ABSENT: Mayor Dufloth, Councilor Wheeler, and Councilor Torres – Medrano.
STAFF PRESENT: Recorder Sandoval, Rec Planner Tsui, Public Works Director Barron, Planner Seitz, Interim City Manager Mabbott, Community Development Coordinator Horn, Planning and Code Specialist Coffey, 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 TenEyck to remove item 11.3 Resolution No. 04-2019 – A Resolution Approving Inclusion of the City of Umatilla in the Animal Control Services District and item 11.6 Resolution No. 07-2019 – A Resolution Supporting the Umatilla River Front Advisory Council Effort for Conveyance of Federally Owned Lands along the Columbia and Umatilla Rivers to City Ownership from the agenda. The motion was seconded by Councilor Roxbury. Voted: 4-0. Motion carried.

Councilor TenEyck pointed out a typo on page 48, Simplot Growers Solution address was incorrect in the Emergency Response Plan.

It was moved by Councilor TenEyck to approve the amended agenda. The motion was seconded by Councilor Roxbury. Voted: 4-0. Motion carried.

5. **PRESENTATION:** None.
6. **APPROVAL OF MINUTES:** It was moved by TenEyck to approve minutes for June 28, 2018 Executive Session, July 03, 2018, and July 17, 2018 workshop. The motion was seconded by Councilor Roxbury. Voted: 4-0. Motion carried.
7. **PUBLIC COMMENT:**
 - 7.1 Larry Nelson – The resolution that was pulled from the agenda was of interest to the people of Southshore Drive.
 - 7.2 James Magoteaux – He attended a previous meeting asking questions about the re-conveyance of land near the Columbia River. The Council at that meeting stated they did not know much of what was happening with that. He was frustrated to see a resolution in support of the re-conveyance of federal lands to city. He had a petition signed by people who live on Southshore Drive, which stated they did not want anything to happen there. They do not get any policing down there even though they were in the UGB. Items were constantly stolen from their homes and developing that land would open them up for more issues. They had a lot of elderly people who live on Southshore Drive and they were scared.

Interim City Manager Mabbott stated the city could host a meeting to discuss where they lived and what lands needed to be re-conveyed or be left alone. She would ensure everyone on the petition would get an invitation.

7.3 Jim Lund – After he reviewed the ODFW rules, he discovered it stated there would be no permanent structure or substantial change made to that specific area near Southshore Drive. It will be converted to other uses if necessary. The second part he had an issue with was that it was incredibly dry down there. There have been several fires, which created threats to their homes.

7.4 Leslie Smith – Invited Council and the audience to a wine and cheese tasting on Friday, August 17, 2018 from 6pm – 8pm. Tickets were ten dollars each. They have done a lot of work to the museum and were trying to showcase the hard work they had done. Echo Ridge would be providing the wine, and Smith's Tiny Farms would be providing the cheese.

7.5 Lyle Smith – Explained to Council this was the best Planning Commission could draft considering the time restriction in regards to the ADUs. The city had to accept applications for ADUs. He asked Council to adopt what was being presented by staff. It was better to have something than nothing at all.

8. **CONSENT AGENDA:** It was moved by Councilor TenEyck to approve item 8.1 (a) CRIS, Inc. (June). The motion was seconded by Councilor Roxbury. Voted: 3-1-0. Councilor Ray abstained. Motion carried.

It was moved by Councilor TenEyck to approve item 8.1(b) All Remaining Invoices for June. Seconded by Councilor Roxbury. Voted: 4-0. Motion carried.

It was moved by Councilor TenEyck to approve item 8.2 (a) CRIS, Inc. (July). The motion was seconded by Councilor Roxbury. Voted: 3-1-0. Councilor Ray abstained. Motion carried.

It was moved by Councilor TenEyck to approve item 8.2(b) All Remaining Invoices for July. Seconded by Councilor Roxbury. Voted: 4-0. Motion carried.

9. **COMMITTEE REPORTS:**

9.1 The Police Committee reported on the meeting they held on July 12, 2018, presented minutes and the emergency response plan. They would be updating the ERP within the next several months. The Police Department will be working towards accreditation again. They were one of two departments in all of EO to hold accreditation for best practices.

9.2 The Personnel Committee presented minutes on the meeting they held on July 25, 2018. Interim City Manager Mabbott explained it was a productive meeting that set a lot of different things in motion.

10. **UNFINISHED BUSINESS:** None.

11. **NEW BUSINESS:**

Interim City Manager Mabbott clarified that both liquor license applications were reviewed by staff and were in compliance with our current zoning ordinance. Doñita's Tacos was a new outlet, and TT's Mini Mart, LLC was the former Sam's Stop and Shop #7.

Liquor License Application – Doñita’s Tacos – It was moved by Councilor TenEyck to approve a liquor license application for Doñita’s Tacos. The motion was seconded by Councilor Roxbury. Voted: 4-0. Motion carried.

Liquor License Application – TT’s Mini Mart, LLC - It was moved by Councilor TenEyck to approve a liquor license application for TT’s Mini Mart, LLC. The motion was seconded by Councilor Roxbury. Voted: 4-0. Motion carried.

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 – Interim City Manager Mabbott explained this was a pilot program that was being offered by the League of Oregon cities that provided ten hours of free legal services to the city.

It was moved by Councilor Roxbury to approve Resolution No. 05-2019. Seconded by Councilor TenEyck. Voted: 4-0. Motion carried.

Resolution No. 06 -2019 - A Resolution Authorizing the Mayor to Sign a Letter Requesting Signage be added to the Interstate 82/395 Bridge - Interim City Manager Mabbott explained that this resolution would help us set our foot in the door to include art or decorative items on the overpass bridge. It would not decide what the art was, it would just ask for permission to place the feature there at the city’s expense. We could decide at a future date what feature we could place on the fence. The contractor would do the installation and we would reimburse the cost.

It was moved by Councilor TenEyck to approve Resolution No. 05-2019. Seconded by Councilor Keith. Voted: 4-0. Motion carried

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 – Planner Seitz explained that when a new subdivision is approved the city requires that all road improvements and infrastructure be installed before we sign off on the final plat, and actually let that subdivision be recorded. Due to some changes with power companies, more specifically Pacific Power & Light, they will no longer install their facilities until their easement is recorded. That way they have a guaranteed legal right to have access to their equipment. That creates a chicken and egg type of problem. City cannot sign off on a final plat unless we have the improvement agreement. It requires the developer to have a surety bond with the city for an amount, in case those improvements are not made the city can recover those costs and finish the improvements. This allows the developer to move forward with the subdivision and get the final plat recorded. The city will have the surety bond and this improvement agreement to make sure all the development is finalized and in accordance to city standards.

It was moved by Councilor Roxbury to approve Resolution No. 08-2019. Seconded by Councilor TenEyck. Voted: 4-0. Motion carried.

Adoption of City’s Mission Statement – It was moved by Councilor TenEyck to keep the original mission statement, as adopted in the 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. The motion was seconded by Councilor Roxbury. Voted: 4-0. Motion carried.

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 - It was moved by Councilor TenEyck to authorize the Mayor to select 2 citizens who resided within city limits to serve on the City Manager Recruitment Committee at the September 4, 2018 meeting, and set the due date for the application to be turned in to staff by August 24, 2018. The motion was seconded by Councilor Roxbury. Voted: 4-0. Motion carried.

ZC-1-2018 - Public Hearing – Council President Ray opened the public hearing for ZC-1-2018 at 7:57pm. He proceeded to announce the procedure to follow, report from staff/planning commission, applicant's testimony, other members of the audience who wish to speak on the proposal, applicant's rebuttal, other public agency reports, and close the hearing. He asked individuals who wished to testify to come to the podium state their name, address, and sign in for the record.

Planner Seitz explained this application was a zone change to implement siting standards for the development of Accessory Dwelling Units (ADU). The proposed amendments is a legislative text amendment of the City of Umatilla Zoning Ordinance (CUZO). He elaborated on the fact that due to the passage of Senate Bill 1051, all cities with a population greater than 2500 were required to allow ADUs in any lot where a single family detached home were currently allowed. In City of Umatilla it effected the R-1 and R-2 zones. There were a number of things to consider with the application. City is required to accept applications for Accessory Dwelling Units with or without standards in place. The standards currently being presented were a result of two Planning Commission hearings held on June 26th and July 24th. The Planning Commission recommended the current text amendment for Council approval. The short version is ADUs have an impact primarily on parking and the city's existing public facilities, mainly water and sewer. Over 90% of the residential lands within city limits were R-1 zoned. This has the potential to double the residential density for over 90% of our lands. That is something that will need to be addressed in a future capital improvement update. ADUs will need to be considered. The proposed amendments wouldn't change any zone designation within city limits, so this is not effecting any residential land supply, but it will allow a more affordable option and cheaper option. A siting standard is focused on two primary things. One is requiring off street parking space, and the other major issue is requiring detached ADUs to be in a rear lot, that way it maintains the residential appearance. Most of the other recommended siting standards were recommendations from the State.

Councilor TenEyck stated he had a few concerns. His understanding was that this was statewide mandated. Planner Seitz confirmed. He believed this was another example of the State's good intentions that have brought unintended consequences. He understands the need is real for affordable housing, but at the same time there are unintended consequences that haven't even been realized, yet. Councilor TenEyck asked Planner Seitz how soon Council needed to make a decision in regards to the matter. He believed it made sense to have a joint Planning Commission and Council work session to discuss options and different things that are potentially offered. They had a short Council tonight. He was not comfortable in making a decision right away.

Planner Seitz stated there was no definitive deadline that they needed to make a decision right away. However, as of July 1, which already passed, he had to accept applications. City has no standards in place and the only thing he could really enforce were setback requirements. He has

not had an application for an ADU, but he has had interest from a couple people. He personally believed there was time to hold a joint work session with Council and Planning Commission. The only real risk was if someone came in with an application for an ADU without having any siting standards in place.

Councilor TenEyck asked Planning Commission Chair Lyle Smith if there was anything that they were missing.

Planning Commission Chair Smith stated he wasn't sure that they were missing anything. Right now, if this isn't passed. People can start putting ADUs in, and Planner Seitz hands were tied. He preferred to see something passed tonight and then do a workshop. That way we have something in place.

Councilor Keith wanted to see the ADUs identifiable with the main house. There were issues in Bend, OR that could potentially affect us. People need Accessory Dwelling Units. He hoped to have that regulated and was not sure we needed to pass the zone change today.

Councilor Ray explained to Councilor Keith that if they passed it, they would still meet with the Planning Commission to see what needed to change.

Planner Seitz explained the Zone Change only applied to zones within city limits. The planning department was still looking at ways on how to handle property in the UGB.

Councilor TenEyck asked if there was a limit to how many ADUs could be placed on a property. Planner Seitz stated only one ADU per legally established detached single family dwelling.

Carla McClane was advocating for Council to take the time before they passed anything. When you drive down Tyler Street to get to their house, you drive down what looks like a used car lot because there is not off-street parking. Their mail does not get delivered often because someone is parked in front of their mailbox. They are concerned what happens to parking. She is not opposed to this, it has a place, but a place that needs to be evaluated. They are not convinced in her household that one additional off-street parking is enough to cover the shortage. There should be a provision that there be enough on-street parking. What are those impacts and how does it impact the community. She had several questions. If her shop was 1000 sq. ft. she wanted to be able to build on the second floor an ADU that was 1000 sq. ft. Our text did not cover that. She wanted clarity because it was unclear how the standard were written.

If she had 5000 sq. ft. lot and one dwelling was allowed per 3500 sq. ft., then based on our code she would need 7000 sq. ft. in the R-2 zone for an ADU. Are you allowing ADUs regardless of the density standards?

The last issue she was addressing was in regards to short-term dwellings. She wanted to know how short-term dwellings were going to be addressed. If there was a need for housing, then these standards needed to be clear that they were for long-term dwellings and long-term occupancy. If an applicant wanted to build an ADU for people who were vacationing then there were clear defined limitations.

Ms. McClane concluded by saying she hoped the City would conduct a buildable land inventory soon. She would advocate that Council takes the time address the issues she has brought forth.

She encouraged a robust evaluation of what daily trips to a house looked like. She stated that the average trip back and forth to house was around 10 times a day. She wanted to know what the impact would be for a short-term rental to a neighborhood.

Councilor TenEyck thanked Ms. McClane. He asked her if there were any conflicts of interest if she served on the Planning Commission. He encouraged her to attend the workshops.

Interim City Manager Mabbott stated we set funds aside to conduct the buildable land inventory early next year.

It was moved by Councilor TenEyck to approve ZC-1-2018 as recommended by staff findings. The motion was seconded by Councilor Roxbury. Voted: 4-0. Motion carried.

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

It was moved by Councilor Roxbury to have a first reading of Ordinance No. 830. The motion was seconded by Councilor Keith. Voted: 4-0. Motion carried.

Recorder Sandoval read 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.

It was moved by Councilor Roxbury to adopt Ordinance No. 830. The motion was seconded by Councilor TenEyck. Voted: 4-0. Motion carried.

Resolution No. 09-2019 – A Resolution Authorizing the Mayor to Sign an Intergovernmental Agreement between Umatilla County and City of Umatilla - It was moved by Councilor TenEyck to approve Resolution No. 09-2019 with the amendments suggested by Attorney Spicerkuhn on the agreement. Those suggestions were as follows:

The first paragraph of the intergovernmental agreement should include the word “the” prior to “Pacificorp transmission line.”

Paragraph 1.0 C should read, “The applicant (Pacificorp) has filed for an amendment to the Condition Use Permit (“Amendment”).” This defines the term amendment as used throughout the agreement.

Paragraph 1.0 D should be modified. It is not grammatically correct. It should be changed to read “To allow the Amendment to be more easily processed, the parties agree to allow the County to process the Amendment as provided in this agreement.

Paragraph 2.0. It should be made clear in the terms of the agreement that the agreement is only applicable to those properties within the Urban Growth Boundary. The first paragraph does not specify that the F-2 and C-1 zones covered are within the Urban Growth Boundary.

The parties should include an integration clause into the contract. The clause should read:

This Agreement constitute the entire agreement between the parties on the subject matter herein. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver, consent, modification or change of terms of this Agreement shall bind either party unless in writing and signed by both parties. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of a party to enforce any provision of this Agreement shall not constitute a waiver by a party of that or any other provision.

The motion was seconded by Councilor Roxbury. Voted: 4-0. Motion carried

12. CORRESPONDENCE: None.

13. PUBLIC COMMENT: None.

14. MAYOR'S MESSAGE: None.

15. STAFF REPORT: Manager's Report.

16. COUNCIL INFORMATION & DISCUSSION:

The Personnel Committee would be meeting on September 13th or 14th after 2pm. Recorder Sandoval needed to follow up with each member and staff to set the date.

17. ADJOURN TO EXECUTIVE SESSION: N/A

18. RECONVENE: N/A

19. ADJOURN: The next regular meeting will be held on September 04, 2018 at 7:00pm. It was moved by Councilor TenEyck to adjourn the meeting. The motion was seconded by Councilor Roxbury. Voted: 4-0. Motion carried. Meeting adjourned at 8:52 pm.

Daren Dufloth, Mayor

ATTEST:

Nanci Sandoval, City Recorder

**CITY OF UMATILLA
WORKSHOP
AUGUST 21, 2018**

1. MEETING CALLED TO ORDER: Mayor Dufloth called the meeting to order at 6:31 p.m.

2. ROLL CALL

PRESENT: Councilor Ray, Councilor Wheeler, Councilor TenEyck. Mayor Dufloth declared himself as a member of the body for quorum.

ABSENT: Councilor Keith, Councilor Roxbury, 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 Presentation by Mark Seder

Council heard the presentation by Mark Seder that had several remodeling phases for the expansion of City Hall and remodeling the old post office.

3.2 Accessory Dwelling Unit – Mayor Dufloth stated this subject was discussed enough during the joint work session with the Planning Commission.

3.3 Training - Mayor Dufloth stated that in the interest of time, training would be skipped for this workshop.

4. ADJOURN: Mayor Dufloth adjourned at 7:39 p.m.

Daren Dufloth - Mayor

ATTEST:

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
9							
9	A-1 Industrial Hose & Supply	83138CR	credit for return	07/05/18	308.24-	41961	08/09/18
		85707	Sewer Maintenance	07/16/18	132.67	41961	08/09/18
		86380	Water Dept Maintenance	07/19/18	135.93	41961	08/09/18
		87784	Water Dept Maintenance	07/27/18	600.29	41961	08/09/18
	Total 9:				<u>560.65</u>		
26							
26	AgSource Laboratories	90613365	BOD AND SOLIDS TEST	07/02/18	76.85	41963	08/09/18
		90613366	BOD AND SOLIDS TEST	07/04/18	76.85	41963	08/09/18
		90613367	BOD AND SOLIDS TEST	07/11/18	76.85	41963	08/09/18
		90623362	BOD AND SOLIDS TEST	07/19/18	78.85	41963	08/09/18
		90623363	BOD AND SOLIDS TEST	07/30/18	78.85	41963	08/09/18
	Total 26:				<u>388.25</u>		
34							
34	All American Heating and Coolin	10130	Service Police Dept AC	08/08/18	591.00	42032	08/23/18
	Total 34:				<u>591.00</u>		
48							
48	AmeriTitle, Inc.	245485AM	Nobles Purchase Down Payment	08/24/18	50,000.00	42075	08/24/18
		245485AM	Nobles Purchase Closing/Recording Fees	08/24/18	481.00	42075	08/24/18
	Total 48:				<u>50,481.00</u>		
59							
59	Aramark Uniform Services, Inc.	863520056	Police Mats	07/05/18	132.48	41965	08/09/18
		863520058	Mats & Towels	07/05/18	94.78	41965	08/09/18
		863540436	Police Mats	07/19/18	132.48	41965	08/09/18
		863540438	Mats & Towels	07/19/18	94.78	41965	08/09/18
	Total 59:				<u>454.52</u>		
86							
86	Baker, Kylie	SARGACA18	Per Diem for SARGEANTS ACADEMY	08/27/18	115.00	41966	08/09/18
	Total 86:				<u>115.00</u>		
92							
92	Banner Bank Mastercard	2418JUL18	PD EQUIP OPERATIONS	07/20/18	672.85	41967	08/09/18
		2418JUL18	OPOA CONFERENCE	07/20/18	342.13	41967	08/09/18
		2418JUL18	CCI LE CONFERENCE	07/20/18	150.00	41967	08/09/18
		2418JUL18	WINDOW TINT	07/20/18	210.00	41967	08/09/18
		2418JUL18	OCEA MEMBERSHIP	07/20/18	75.00	41967	08/09/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date	
		2418JUL18	RESULTS GROUP TRAINING	07/20/18	500.00	41967	08/09/18	
		2418JUL18	APCO MEMBERSHIP	07/20/18	120.00	41967	08/09/18	
		2418JUL18	EARPHONE CONNECTION	07/20/18	124.99	41967	08/09/18	
		2418JUL18	HARBOR FREIGHT	07/20/18	26.97	41967	08/09/18	
		4480JUL18	VERIZON RUSS CELL	07/06/18	75.52	41967	08/09/18	
		4480JUL18	VERIZON RUSS CELL	07/06/18	75.52	41967	08/09/18	
		4480JUL18	Movies in the Park License -SWANK	07/06/18	395.00	41967	08/09/18	
		4480JUL18	(3) VARIDESK	07/06/18	1,240.00	41967	08/09/18	
		4480JUL18	OFFICE SUPPLIES	07/06/18	103.75	41967	08/09/18	
		4868JUL18	WATER DEPT SUPPLIES	07/18/18	69.40	41967	08/09/18	
		4868JUL18	A/C UNITS FOR COYOTE BOOSTER	07/18/18	1,079.98	41967	08/09/18	
		4868JUL18	SEWER DEPT MAINT - PUMP	07/18/18	69.99	41967	08/09/18	
		5919JUL18	ODOT 2009 F550 REGISTRATION	07/23/18	122.00	41967	08/09/18	
		5919JUL18	EPERMITTING CARD SWIPERS	07/23/18	109.57	41967	08/09/18	
		5919JUL18	MEETING MEAL	07/23/18	19.25	41967	08/09/18	
		5919JUL18	AED	07/23/18	996.28	41967	08/09/18	
		5919JUL18	AED	07/23/18	996.27	41967	08/09/18	
		5919JUL18	AED	07/23/18	996.27	41967	08/09/18	
		5919JUL18	COMPUTER REPAIRS	07/23/18	450.00	41967	08/09/18	
		5919JUL18	CITY MANAGER GOING AWAY PARTY GIFT	07/23/18	295.68	41967	08/09/18	
		5919JUL18	EO ONLINE SUBSCRIPTION	07/23/18	19.50	41967	08/09/18	
		5919JUL18	ADOBE SUBSCRIPTION	07/23/18	179.88	41967	08/09/18	
		5919JUL18	OMFOA ANNUAL DUES	07/23/18	110.00	41967	08/09/18	
		5919JUL18	MOVIES IN THE PARK DVD RENTAL	07/23/18	3.50	41967	08/09/18	
		5919JUL18	NETWORK SOLUTIONS DOMAIN RENEWAL	07/23/18	220.94	41967	08/09/18	
		8522JULY18	OFFICE SUPPLIES	07/18/18	62.60	41967	08/09/18	
		8522JULY18	PRINTER FOR TAMRA	07/18/18	292.94	41967	08/09/18	
		8522JULY18	CTUIR TRIBE BOOK	07/18/18	39.95	41967	08/09/18	
		8522JULY18	ADOBE ANNUAL SUBSCR.	07/18/18	143.76	41967	08/09/18	
		8522JULY18	LUNCHEON	07/18/18	33.00	41967	08/09/18	
		8522JULY18	PRINTER FOR LIBRARY	07/18/18	179.99	41967	08/09/18	
		8522JULY18	UMATILLA COUNTY RECORD REQUEST	07/18/18	2.50	41967	08/09/18	
		8522JULY18	FUEL FOR MEETING W/ODOT LA GRANDE	07/18/18	48.04	41967	08/09/18	
		Total 92:				10,653.02		
97	97 Barron, Jason	FIRSTAID	Reimb FOR FIRSTAID/CPR CLASS	07/31/18	95.00	41968	08/09/18	

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 97:					95.00		
137							
137	Boardman Lock & Key	9762	Marina - LOCK REPAIR	08/02/18	50.00	42034	08/23/18
Total 137:					50.00		
199							
199	Canon Solutions America, Inc	162808094	NEW CANON PRINTER	07/24/18	16,047.00	41969	08/09/18
Total 199:					16,047.00		
214							
214	Cascade Natural Gas Corp.	CITYHALLJU	Natural Gas New City Hall	07/25/18	1.60	41970	08/09/18
		CITYHALLJU	Natural Gas New City Hall	07/25/18	1.60	41970	08/09/18
		CITYHALLJU	Natural Gas New City Hall	07/25/18	1.60	41970	08/09/18
		DRAPERJUL	Natural Gas Draper Street	07/25/18	4.19	41970	08/09/18
		SEWERJUL1	Natural Gas Sewer Plant	07/25/18	16.45	41970	08/09/18
Total 214:					25.44		
222							
222	Center Point Large Print	1606780	Large Print Books for Library	08/01/18	182.76	42035	08/23/18
Total 222:					182.76		
226							
226	CenturyLink	0453JUL18	Police Dept T31 Line	07/25/18	93.23	41972	08/09/18
Total 226:					93.23		
273							
273	Commercial Tire	230981	Sewer Dept Equip Repair	07/10/18	23.90	41973	08/09/18
		231286	Police Dept Vehicle Maintenance	07/17/18	41.15	41973	08/09/18
		231904	Police Dept Vehicle Maintenance	07/13/18	41.15	41973	08/09/18
Total 273:					106.20		
300							
300	Creative Product Source, Inc.	CIP073802	Library Supplies	08/13/18	121.05	42037	08/23/18
Total 300:					121.05		
302							
302	CRIS Inc.	073118-M	Contract Service Agreement	07/31/18	12,500.00	41974	08/09/18
		073118-M	OFFICE SUPPLIES	07/31/18	302.90	41974	08/09/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 302:					12,802.90		
307							
307	Crystal Clear Ice	21-800206	Ice for Marina Resale	04/19/18	140.00	41975	08/09/18
		21-800321	Ice for Marina Resale	05/10/18	70.00	41975	08/09/18
		21-800456	Ice for Marina Resale	05/24/18	87.50	41975	08/09/18
		21-800547	Ice for Marina Resale	05/31/18	87.50	41975	08/09/18
		21-800640	Ice for Marina Resale	06/07/18	87.50	41975	08/09/18
		21-800757	Ice for Marina Resale	06/16/18	157.50	41975	08/09/18
		21-800819	Ice for Marina Resale	06/21/18	52.50	41975	08/09/18
		21-800866	Ice for Marina Resale	06/23/18	52.50	41975	08/09/18
		21-800896	Ice for Marina Resale	06/25/18	87.50	41975	08/09/18
		21-800972	Ice for Marina Resale	06/30/18	70.00	41975	08/09/18
		21-801043	Ice for Marina Resale	07/05/18	52.50	41975	08/09/18
		21-801103	Ice for Marina Resale	07/09/18	52.50	41975	08/09/18
		21-801179	Ice for Marina Resale	07/14/18	70.00	41975	08/09/18
		21-801250	Ice for Marina Resale	07/19/18	70.00	41975	08/09/18
		21-801308	Ice for Marina Resale	07/23/18	70.00	41975	08/09/18
		21-801382	Ice for Marina Resale	07/28/18	52.50	41975	08/09/18
Total 307:					1,260.00		
308							
308	Crystal Springs	9262940072	Water for Police Department	07/25/18	44.60	41976	08/09/18
Total 308:					44.60		
332							
332	DCBS - Fiscal Services	Q22018	Bldg Surcharge Quarterly Sub echo	06/30/18	28,074.65	42038	08/23/18
Total 332:					28,074.65		
343							
343	DEMCO, Inc.	6417824	Library - SUPPLIES	07/26/18	28.40	41977	08/09/18
Total 343:					28.40		
368							
368	DIVCO	SCPAY7222	HVAC Maintenance - City Hall	08/01/18	461.25	41978	08/09/18
		SCPAY7222	HVAC Maintenance - Public Works	08/01/18	133.75	41978	08/09/18
		SCPAY7222	HVAC Maintenance - Sewer Plant	08/01/18	323.75	41978	08/09/18
Total 368:					918.75		
397							
397	Dynamic Computer Consulting, I	12695	Proof Point Security monthly	07/31/18	341.50	41980	08/09/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 397:					341.50		
405							
405	Eastern Oregon Telecom, LLC	8743JULY18	Telephone/Fiber Services	08/01/18	726.79-	42042	08/23/18
		8743JULY18	Telephone/Fiber Services	08/01/18	44.80	42042	08/23/18
		8743JULY18	Telephone/Fiber Services	08/01/18	295.99	42042	08/23/18
		8743JULY18	Telephone/Fiber Services	08/01/18	396.10	42042	08/23/18
		8743JULY18	Telephone/Fiber Services	08/01/18	134.40	42042	08/23/18
		8743JULY18	Telephone/Fiber Services	08/01/18	227.60	42042	08/23/18
		8743JULY18	Telephone/Fiber Services	08/01/18	301.34	42042	08/23/18
Total 405:					673.44		
420							
420	Elmer's Irrigation & Supply	264059	Marina Irrigation Supplies	08/17/18	51.86	42043	08/23/18
Total 420:					51.86		
430							
430	Ennis Paint Inc.	356678	Paints for Street Striping	07/31/18	2,026.00	41981	08/09/18
Total 430:					2,026.00		
433							
433	EOTEC	2018	Annual City Donation to EOTEC	08/15/18	5,000.00	42044	08/23/18
		2NDQTR18	Tourism Promotion Assessment April-June 2018	06/30/18	13,455.24	41982	08/09/18
Total 433:					18,455.24		
456							
456	FEI #3011 Waterworks	0672655-1	METER STOCK	07/31/18	1,249.92	41985	08/09/18
		0678482	HYDRANT METERS (3)	07/25/18	1,333.94	41985	08/09/18
Total 456:					2,583.86		
499							
499	Galls, DBA Blumenthal Uniform	010313236	Police Uniforms	07/14/18	149.95	41987	08/09/18
		010320126	Police Uniforms	07/16/18	264.95	41987	08/09/18
		010426542	Police Nameplate	07/31/18	169.22	41987	08/09/18
Total 499:					584.12		
537							
537	Global Express Trucking	181741	OVERPAYMENT SERGEY S GRECHKO	07/31/18	235.00	42045	08/23/18
Total 537:					235.00		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
554							
554	Gotcha Covered	137704	Cleaning Services	08/01/18	443.84	41988	08/09/18
		137704	Cleaning Services	08/01/18	383.98	41988	08/09/18
		137704	Cleaning Services	08/01/18	383.98	41988	08/09/18
		137704	Cleaning Services	08/01/18	248.20	41988	08/09/18
Total 554:					1,460.00		
557							
557	Oregon Government Ethics Com	AIE08112	Annual billing govmt ethics	08/20/18	570.14	42061	08/23/18
Total 557:					570.14		
587							
587	H.D. Fowler Company	I4883061	Water Dept Supplies	07/10/18	154.45	41989	08/09/18
		I4894301	Water Dept Supplies	07/19/18	964.53	41989	08/09/18
		I4902130	Water Dept Supplies	07/26/18	374.10	41989	08/09/18
		I4902131	Water Dept Supplies	07/26/18	203.12	41989	08/09/18
		I4906816	Water Dept Supplies	07/31/18	11.26	41989	08/09/18
Total 587:					1,707.46		
623							
623	Heller & Sons Dist., Inc.	105412	Fuel/Diesel for Marina Resale	07/26/18	6,861.00	41990	08/09/18
		213066	WATER DEPT MAINTENANCE	07/12/18	211.24	41990	08/09/18
		7689	Gasoline for Police Cars	07/31/18	2,232.71	41990	08/09/18
		7690	Gas for Public Works Vehicles	07/31/18	544.37	41990	08/09/18
		7690	Gas for Public Works Vehicles	07/31/18	888.60	41990	08/09/18
		7690	Gas for Public Works Vehicles	07/31/18	352.24	41990	08/09/18
		7690	Gas for Public Works Vehicles	07/31/18	883.25	41990	08/09/18
Total 623:					11,973.41		
627							
627	Hermiston Auto Parts, Inc.	647-574289	Marina Park Maintenance	07/03/18	106.31-	41991	08/09/18
		647-574323	Street Equipment Maintenance	07/05/18	60.32	41991	08/09/18
		647-574386	Street Equipment Maintenance	07/06/18	2.15	41991	08/09/18
		647-574497	Street Maintenance	07/09/18	7.69	41991	08/09/18
		647-574614	Sewer Dept Equip Maintenance	07/11/18	63.95	41991	08/09/18
		647-574923	Street Maintenance	07/18/18	42.99	41991	08/09/18
		647-575189	Sewer Dept Equip Maintenance	07/24/18	8.07	41991	08/09/18
		647-575286	Sewer Dept Equip Maintenance	07/26/18	48.16	41991	08/09/18
		647-575287	Water Dept Maintenance	07/26/18	5.80	41991	08/09/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		647-575392	Street Maintenance	07/30/18	83.04	41991	08/09/18
Total 627:					215.86		
659							
659	Home Depot Credit Services	1103241	Water Dept Maintenance Supplies	07/06/18	170.49	41992	08/09/18
		4041127	Marina Maintenance	07/13/18	10.94	41992	08/09/18
		5044573	Park Maintenance	06/22/18	31.37	41992	08/09/18
		5103839	Street Maint	07/12/18	456.68	41992	08/09/18
		6040925	Water Dept Maintenance Supplies	07/11/18	68.62	41992	08/09/18
		6044458	Park Maintenance	06/21/18	50.31	41992	08/09/18
		6044459	Water Dept Maintenance Supplies	06/21/18	31.68	41992	08/09/18
		8022049	Marina Maintenance	07/19/18	29.97	41992	08/09/18
Total 659:					850.06		
693							
693	Ingram	35351324	Library Books	07/05/18	19.18	41993	08/09/18
		35353682	Library Books	07/05/18	16.79	41993	08/09/18
		35353683	Library Books	07/05/18	140.85	41993	08/09/18
		35362260	Library Books	07/06/18	20.80	41993	08/09/18
		35362261	Library Books	07/06/18	35.46	41993	08/09/18
		35412410	Library Books	07/10/18	17.39	41993	08/09/18
		35412411	Library Books	07/10/18	9.75	41993	08/09/18
		35412412	Library Books	07/10/18	31.79	41993	08/09/18
		35430347	Library Books	07/11/18	1,433.45	41993	08/09/18
		35446599	Library Books	07/12/18	16.19	41993	08/09/18
		35454712	Library Books	07/13/18	90.80	41993	08/09/18
		35482843	Library Books	07/16/18	1,393.85	41993	08/09/18
		35502071	Library Books	07/17/18	58.93	41993	08/09/18
		35504934	Library Books	07/17/18	17.39	41993	08/09/18
		35504935	Library Books	07/17/18	16.79	41993	08/09/18
		35504936	Library Books	07/17/18	49.79	41993	08/09/18
		35504937	Library Books	07/17/18	11.39	41993	08/09/18
		35601204	Library Books	07/24/18	16.77	41993	08/09/18
		35601205	Library Books	07/24/18	9.12	41993	08/09/18
		35601206	Library Books	07/24/18	16.20	41993	08/09/18
Total 693:					3,384.32		
697							
697	Intermountain ESD	502D060185	COLOR PAPER	08/09/18	4.11	42050	08/23/18
		5980002592	TECHNOLOGY SUPPORT	08/06/18	29,000.00	42050	08/23/18
		598T059780	WEBCAM	07/24/18	96.74	41994	08/09/18
Total 697:					29,100.85		
712							
712	J U B Engineers, Inc.	116797	Beneficial Reuse Feasibility Analysis	05/15/18	13,240.93	41996	08/09/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		117340	Beneficial Reuse Feasibility Analysis	06/12/18	250.59	41996	08/09/18
		117399	ENGINEERING	06/13/18	504.10	41996	08/09/18
		117399	6th St Project Engineering	06/13/18	6,684.23	41996	08/09/18
		117399	Fractured Basalt Wells Alternative	06/13/18	3,344.39	41996	08/09/18
		117404	Bonney Ln Water/Swr Service Analysis	06/13/18	8,919.62	41996	08/09/18
		118750	ENGINEERING	08/08/18	78.27	42051	08/23/18
		118750	6th St Project Engineering	08/08/18	1,147.26	42051	08/23/18
		118750	Fractured Basalt Wells Alternative	08/08/18	131.67	42051	08/23/18
		118750	PROJECT PLANS	08/08/18	531.42	42051	08/23/18
		118750	LIND RD SEWER FUNDING APPLICATION DEVELOPMENT	08/08/18	852.11	42051	08/23/18
		118756	Bonney Ln Water/Swr Service Analysis	08/08/18	17,153.41	42051	08/23/18
Total 712:					<u>52,838.00</u>		
770							
770	KIE Supply Corp	415348	Park Maintenance	06/27/18	378.75	41998	08/09/18
		416577	Park Maintenance	06/29/18	8.47	41998	08/09/18
		419448	Water Dept Maintenance	07/06/18	18.92	41998	08/09/18
Total 770:					<u>406.14</u>		
780							
780	Krogh, Theresa	JULY18	Weddings	07/01/18	150.00	41999	08/09/18
Total 780:					<u>150.00</u>		
785							
785	Kuhn Law Offices	643	Legal Service	07/10/18	682.50	42000	08/09/18
		644	Legal Services - Code Enforcement	07/10/18	35.00	42000	08/09/18
		645	Legal Services - Franchise Agrmnt Water	07/10/18	105.00	42000	08/09/18
		646	Legal Service- Agenda	07/10/18	500.00	42000	08/09/18
		647	Legal Services - Property Purchase	07/10/18	105.00	42000	08/09/18
		797	Legal Service	08/08/18	655.00	42053	08/23/18
		798	Legal Services - Code Enforcement	08/08/18	35.00	42053	08/23/18
		799	Legal Services - Personnel	08/08/18	490.00	42053	08/23/18
		800	Legal Services - Property Purchase	08/08/18	504.00	42053	08/23/18
		801	Legal Services - Property Purchase	08/08/18	140.00	42053	08/23/18
Total 785:					<u>3,251.50</u>		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
810							
810	League of Oregon Cities	4804	Conference Registration RAY	06/30/18	600.00	42001	08/09/18
		4805	Conference Registration INCE	07/02/18	460.00	42001	08/09/18
		4806	Conference Registration DUFLOTH	06/30/18	600.00	42001	08/09/18
		4807	Conference Registration KEITH	06/30/18	425.00	42001	08/09/18
		4808	Conference Registration TORRES-MEDRANO	07/02/18	450.00	42001	08/09/18
		4809	Conference Registration Wheeler	07/02/18	425.00	42001	08/09/18
	Total 810:				<u>2,960.00</u>		
854							
854	MagazineLine	ANHU	Subscription for Library	08/23/18	24.95	42055	08/23/18
	Total 854:				<u>24.95</u>		
857							
857	Mail Finance	N7281846	Postage Meter Annual Rental	08/11/18	1.55	42056	08/23/18
		N7281846	Postage Meter Annual Rental	08/11/18	6.19	42056	08/23/18
		N7281846	Postage Meter Annual Rental	08/11/18	6.19	42056	08/23/18
		N7281846	Postage Meter Annual Rental	08/11/18	183.44	42056	08/23/18
		N7281846	Postage Meter Annual Rental	08/11/18	183.44	42056	08/23/18
		N7281846	Postage Meter Annual Rental	08/11/18	6.19	42056	08/23/18
	Total 857:				<u>387.00</u>		
933							
933	Mid-American Research Chemic	0643456-IN	Nitrile Gloves	08/10/18	271.41	42059	08/23/18
	Total 933:				<u>271.41</u>		
995							
995	Norco	24168145	Water Dept Maintenance	07/09/18	38.29	42003	08/09/18
		24338225	Cylinder Rental	07/31/18	43.12	42003	08/09/18
		24338225	Cylinder Rental	07/31/18	43.12	42003	08/09/18
	Total 995:				<u>124.53</u>		
1008							
1008	NW Farm Supply	A187937	Marina Maintenance	07/27/18	105.98	42004	08/09/18
		B182179	Street Dept Maintenance	07/05/18	39.11	42004	08/09/18
		B182257	Street Dept Maintenance	07/06/18	19.78	42004	08/09/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 1008:					164.87		
1025							
1025	OJPA	110130475	Judicial Education Conference 2018 - Krogh	07/24/18	225.00	42005	08/09/18
Total 1025:					225.00		
1034							
1034	One Call Concepts, Inc.	8070502	Excavation Notices	07/31/18	51.48	42006	08/09/18
Total 1034:					51.48		
1052							
1052	Oregon Dept of Revenue	JULY2018	State Court Assessments	07/31/18	23,239.27	42060	08/23/18
Total 1052:					23,239.27		
1064							
1064	Oregon Travel Experience	92463	Highway Directional Signing	07/15/18	408.00	42007	08/09/18
Total 1064:					408.00		
1069							
1069	Oriental Trading Company	690995830-0	Supplies for Summer Reading	07/12/18	46.45	42008	08/09/18
Total 1069:					46.45		
1082							
1082	OXARC	30402711	Sewer Dept Maintenance	07/16/18	108.86	42009	08/09/18
		30402932	Sewer Dept Maintenance	07/16/18	124.80	42009	08/09/18
Total 1082:					233.66		
1086							
1086	Pacific Power	0013AUG18	Hwy 395 & 730 Intertie Well	08/14/18	3,984.58	42062	08/23/18
		0021JULY18	205 Powerline/McNary Ind Park/WWTP	07/23/18	7,859.11	42010	08/09/18
		0039JULY18	McFarland Well	07/26/18	2,843.03	42010	08/09/18
		0047JULY18	McNary Mobil Phase 2	07/30/18	269.88	42010	08/09/18
		0054JULY18	City Park Restrooms	07/23/18	43.58	42010	08/09/18
		0062AUG18	Shop Complex	08/14/18	33.32	42062	08/23/18
		0070AUG18	8th & F SE Corner	08/14/18	33.42	42062	08/23/18
		0088AUG18	8th & E St SS Park	08/14/18	73.90	42062	08/23/18
		0096JULY18	6th & A St Decorative Light	07/23/18	21.79	42010	08/09/18
		0104AUG18	Street Lights	08/16/18	2,395.99	42062	08/23/18
		0104JULY18	Street Lights	07/17/18	2,395.93	42010	08/09/18
		0112AUG18	City Park Restrooms	08/14/18	1,153.71	42062	08/23/18
		0120AUG18	300 6th St	08/14/18	750.18	42062	08/23/18
		0146AUG18	Bud Draper Dr	08/14/18	6,486.38	42062	08/23/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		0153AUG18	Water Booster Station	08/14/18	4,717.58	42062	08/23/18
		0161AUG18	Water Tank Port	08/14/18	8,350.72	42062	08/23/18
		0179JUL18	285 Radar Rd Booster Pump	07/26/18	428.81	42010	08/09/18
		0187AUG18	Div 7 Naches Ave Lift	08/14/18	30.74	42062	08/23/18
		0377JULY18	Bath House Marina	07/23/18	271.27	42010	08/09/18
		0385JULY18	Fish Cleaning Station Marina	07/23/18	33.70	42010	08/09/18
		0393JULY18	West End Comfort Station	07/23/18	28.34	42010	08/09/18
		0401JULY18	15 HP Pump Marina Levy	07/23/18	368.92	42010	08/09/18
		0419JULY18	Quincy Ave N 2nd Marina office bldg	07/23/18	179.26	42010	08/09/18
		0427JULY18	Marina Park	07/23/18	1,461.61	42010	08/09/18
		0435JULY18	1710 Quincy St Marina	07/23/18	255.03	42010	08/09/18
		0443AUG18	Umatilla Marina St Lights	08/13/18	193.24	42062	08/23/18
		0476JULY18	Variable Sign Hwy 730	07/23/18	25.60	42010	08/09/18
Total 1086:					44,689.62		
1106							
1106	Pea Ridge Embroidery	34138	Embroider Shirts for Mayor	07/23/18	165.44	42011	08/09/18
Total 1106:					165.44		
1133							
1133	Platt	R741688	Water Dept Maintenance	06/29/18	77.89	42013	08/09/18
Total 1133:					77.89		
1178							
1178	Quill Corporation	8397202	Office Supplies	07/06/18	176.17	42015	08/09/18
		8397202	Office Supplies	07/06/18	35.00	42015	08/09/18
		8397202	Office Supplies	07/06/18	70.58	42015	08/09/18
		8397202	Office Supplies	07/06/18	105.59	42015	08/09/18
		8397202	Office Supplies	07/06/18	105.59	42015	08/09/18
		8397202	Office Supplies	07/06/18	70.58	42015	08/09/18
		8397202	Office Supplies	07/06/18	10.34	42015	08/09/18
		8687780	Office Supplies	07/19/18	45.93	42015	08/09/18
		8687780	Office Supplies	07/19/18	9.13	42015	08/09/18
		8687780	Office Supplies	07/19/18	18.40	42015	08/09/18
		8687780	Office Supplies	07/19/18	27.53	42015	08/09/18
		8687780	Office Supplies	07/19/18	27.53	42015	08/09/18
		8687780	Office Supplies	07/19/18	18.40	42015	08/09/18
		8687780	Office Supplies	07/19/18	2.70	42015	08/09/18
		8831623	Office Supplies	07/25/18	16.26	42015	08/09/18
		8831623	Office Supplies	07/25/18	3.23	42015	08/09/18
		8831623	Office Supplies	07/25/18	6.51	42015	08/09/18
		8831623	Office Supplies	07/25/18	9.74	42015	08/09/18
		8831623	Office Supplies	07/25/18	9.74	42015	08/09/18
		8831623	Office Supplies	07/25/18	6.51	42015	08/09/18
		8831623	Office Supplies	07/25/18	.97	42015	08/09/18
		9013654	Office Supplies	08/01/18	125.90	42065	08/23/18
		9013654	Office Supplies	08/01/18	25.02	42065	08/23/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		9013654	Office Supplies	08/01/18	50.44	42065	08/23/18
		9013654	Office Supplies	08/01/18	75.46	42065	08/23/18
		9013654	Office Supplies	08/01/18	75.46	42065	08/23/18
		9013654	Office Supplies	08/01/18	50.44	42065	08/23/18
		9013654	Office Supplies	08/01/18	7.38	42065	08/23/18
		9026642	Office Supplies	08/01/18	21.59	42065	08/23/18
		9026642	Office Supplies	08/01/18	4.29	42065	08/23/18
		9026642	Office Supplies	08/01/18	8.65	42065	08/23/18
		9026642	Office Supplies	08/01/18	12.94	42065	08/23/18
		9026642	Office Supplies	08/01/18	12.94	42065	08/23/18
		9026642	Office Supplies	08/01/18	8.65	42065	08/23/18
		9026642	Office Supplies	08/01/18	1.25	42065	08/23/18
Total 1178:					1,256.84		
1193							
1193	Recorded Books, LLC	75931246	Books on Tape for Library	08/01/18	107.96	42066	08/23/18
Total 1193:					107.96		
1259							
1259	Sanitary Disposal, Inc.	JULY18	Refuse Collection	07/31/18	47,098.29	42016	08/09/18
		JULY18	Marina Refuse	07/31/18	738.35	42016	08/09/18
Total 1259:					47,836.64		
1311							
1311	Simplot Grower Solutions	757103422	WEEDAR 64	07/03/18	65.50	42018	08/09/18
		757103698	Agri Star Gly Star Plus	07/11/18	234.00	42018	08/09/18
Total 1311:					299.50		
1332							
1332	Smitty's Ace Hardware	580912	PARKS EQUIPMENT MAINTENANCE	07/02/18	85.72	42019	08/09/18
		580921	water dept maintenance	07/02/18	12.37	42019	08/09/18
		580999	PARKS EQUIPMENT MAINTENANCE	07/03/18	32.99	42019	08/09/18
		581003	PARKS EQUIPMENT MAINTENANCE	07/03/18	24.99	42019	08/09/18
		581011	Street Maintenance	07/03/18	3.99	42019	08/09/18
		581149	Street Maintenance	07/05/18	15.48	42019	08/09/18
		581176	INTERTIE MAINTENANCE	07/05/18	21.99	42019	08/09/18
		581296	PARKS MAINTENANCE	07/06/18	155.31	42019	08/09/18
		581707	PARKS MAINTENANCE	07/11/18	95.88	42019	08/09/18
		581902	Sewer Dept. Maintenance	07/13/18	47.98	42019	08/09/18
		581923	Marina Maintenance	07/13/18	34.43	42019	08/09/18
		582115	Marina Maintenance	07/16/18	21.96	42019	08/09/18
		582201	water dept maintenance	07/17/18	35.68	42019	08/09/18
		582201	water dept equip operation	07/17/18	23.99	42019	08/09/18
		582424	Marina Maintenance	07/19/18	9.37	42019	08/09/18
		582432	Marina Maintenance	07/19/18	13.57	42019	08/09/18
		582835	PARKS EQUIPMENT				

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
			MAINTENANCE	07/24/18	449.96	42019	08/09/18
		583155	Marina Maintenance - irrigation supplies	07/27/18	172.85	42019	08/09/18
		583282	PARKS EQUIPMENT MAINTENANCE	07/30/18	18.30	42019	08/09/18
		DISCJULY18	DISCOUNT	07/31/18	2.38-	42019	08/09/18
		DISCJULY18	DISCOUNT	07/31/18	22.02-	42019	08/09/18
		DISCJULY18	DISCOUNT	07/31/18	7.72-	42019	08/09/18
		DISCJULY18	DISCOUNT	07/31/18	.67-	42019	08/09/18
		DISCJULY18	DISCOUNT	07/31/18	.73-	42019	08/09/18
		DISCJULY18	DISCOUNT	07/31/18	1.47-	42019	08/09/18
		DISCJULY18	DISCOUNT	07/31/18	1.47-	42019	08/09/18
		DISCJULY18	DISCOUNT	07/31/18	.60-	42019	08/09/18
Total 1332:					1,173.77		
1387							
1387	Table Rock Analytical Lab	21159	Coliform drinking water tests	07/20/18	30.00	42020	08/09/18
		21382	Coliform drinking water tests	08/16/18	240.00	42067	08/23/18
Total 1387:					270.00		
1392							
1392	Talos Engineering, Inc.	1110	Cellular Texting System	08/03/18	55.00	42068	08/23/18
		1116	Water Dept - REPLACE DRIVE - INTERTIE	08/03/18	4,940.00	42068	08/23/18
		1118	Water Dept Maintenance - GOLF WELL	08/10/18	1,268.40	42068	08/23/18
Total 1392:					6,263.40		
1443							
1443	Tovey, Natalia	SARGACA	Per Diem for SARGEANTS ACADEMY	08/27/18	115.00	42021	08/09/18
Total 1443:					115.00		
1444							
1444	Traffic Safety Supply Co.	INV003335	Street Dept Maintenance - signs/stands	07/05/18	170.70	42022	08/09/18
		INV003657	Street Dept Maintenance - CONES (130)	07/17/18	2,055.16	42022	08/09/18
		INV003801	Street Dept Maintenance - signs/stands	07/19/18	136.47	42022	08/09/18
Total 1444:					2,362.33		
1463							
1463	Umatilla Chamber of Commerce	2NDQTR18	2ND QTR RECP/QUARTERLY SUPPORT	06/30/18	5,250.00	42023	08/09/18
		2NDQTR18	2ND QTR				

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
			CONTRIBUTION	06/30/18	6,486.64	42023	08/09/18
	Total 1463:				11,736.64		
1471							
1471	Umatilla County Finance Dept	JULY18	County Court Assessment	07/31/18	3,108.73	42070	08/23/18
	Total 1471:				3,108.73		
1478							
1478	Umatilla Elect. Coop. Assoc.	239AUG18	Lights for Waterfall	08/15/18	35.99	42071	08/23/18
		239AUG18	NE 12th & Hwy 730	08/15/18	8.36	42071	08/23/18
		239AUG18	W 2nd St & Hwy 730	08/15/18	8.00	42071	08/23/18
		239JULY18	Lights for Waterfall	07/15/18	38.46	42024	08/09/18
		239JULY18	NE 12th & Hwy 730	07/15/18	8.36	42024	08/09/18
		239JULY18	W 2nd St & Hwy 730	07/15/18	8.00	42024	08/09/18
		240JULY18	5 HP Sewer Pump	07/20/18	42.82	42024	08/09/18
			Wildwood Elect				
		240JULY18	Street Light Electric	07/20/18	9.06	42024	08/09/18
		240JULY18	Hwy 730 / 395	07/20/18	8.00	42024	08/09/18
		240JULY18	Hwy 730 / McNary	07/20/18	8.00	42024	08/09/18
		2506AUG18	60 HP Pump	08/01/18	38.36	42071	08/23/18
		2506AUG18	BEACH ACCESS LIGHTS	08/01/18	161.00	42071	08/23/18
	Total 1478:				374.41		
1488							
1488	Unifirst Corporation	1430219733	Bldg Maint/Supplies CH/Library	06/29/18	38.96	42025	08/09/18
		1430219733	Bldg Maint/Supplies CH/Library	06/29/18	60.35	42025	08/09/18
		1430219733	Bldg Maint/Supplies CH/Library	06/29/18	60.35	42025	08/09/18
		1430220174	Bldg Maint/Supplies CH/Library	07/06/18	37.30	42025	08/09/18
		1430220174	Bldg Maint/Supplies CH/Library	07/06/18	57.78	42025	08/09/18
		1430220174	Bldg Maint/Supplies CH/Library	07/06/18	57.77	42025	08/09/18
		1430220614	Bldg Maint/Supplies CH/Library	07/13/18	41.20	42025	08/09/18
		1430220614	Bldg Maint/Supplies CH/Library	07/13/18	63.83	42025	08/09/18
		1430220614	Bldg Maint/Supplies CH/Library	07/13/18	63.83	42025	08/09/18
		1430221070	Bldg Maint/Supplies CH/Library	07/20/18	41.20	42025	08/09/18
		1430221070	Bldg Maint/Supplies CH/Library	07/20/18	63.83	42025	08/09/18
		1430221070	Bldg Maint/Supplies CH/Library	07/20/18	63.83	42025	08/09/18
	Total 1488:				650.23		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
1500							
1500	UPS	84WV8328	Police Postage	08/11/18	21.41	42072	08/23/18
	Total 1500:				21.41		
1504							
1504	USA Bluebook	629586	Water dept maintenance	07/19/18	1,416.36	42026	08/09/18
	Total 1504:				1,416.36		
1520							
1520	Verizon Wireless	9811024421	2 Water Dept Lines	07/15/18	85.14	42027	08/09/18
		9812025973	PW Cell Phones/On-call phone	08/02/18	105.10	42073	08/23/18
		9812025973	Police Department Cell Phones	08/02/18	630.60	42073	08/23/18
		9812025974	Police Air Cards	08/02/18	326.99	42073	08/23/18
	Total 1520:				1,147.83		
1541							
1541	Watch Guard Video	4RENORD00	Police Dept In Car Camera	06/30/18	5,220.00	42028	08/09/18
	Total 1541:				5,220.00		
1574							
1574	Wildcat Electric, LLC	3821	200HP DRIVE INSTALL-INTERTIE	06/27/18	24,950.00	42074	08/23/18
		3938	WATER DEPT REPAIRS	08/07/18	657.88	42029	08/09/18
	Total 1574:				25,607.88		
1597							
1597	Withnell Motor Company	2018BLKDO	2018 Dodge Charger VIN#325816	07/25/18	22,317.03	42030	08/09/18
	Total 1597:				22,317.03		
1619							
1619	Zita, Jan	CJIS2018	Per diem for CJIS 2018	08/27/18	191.25	42031	08/09/18
	Total 1619:				191.25		
1629							
1629	Jordan Ramis PC	148916	JUNE 18 LEGAL SERVICE	07/25/18	11,354.00	41997	08/09/18
	Total 1629:				11,354.00		
1715							
1715	Ducote Consulting	1176	General Engineering Work	07/31/18	455.00	41979	08/09/18
		1176	General Engineering Work	07/31/18	770.00	41979	08/09/18
		1176	Final Design Phase 1	07/31/18	647.50	41979	08/09/18

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 1715:					1,872.50		
1753							
1753	Jimmy's Johns Portable Toilets L	7332	Marina & RV Park - Monthly Unit	08/01/18	185.00	42052	08/23/18
		7332	Kiwanis Park - School Feeding Program	08/01/18	97.90	42052	08/23/18
Total 1753:					282.90		
1832							
1832	FastTrack	43009200	UTILITY REFUND-792 MILLER LOOP	07/06/18	62.93	41984	08/09/18
Total 1832:					62.93		
1884							
1884	Horn, Casey	WATER18	WATER CERTIFICATION TEST REIMBURSEMENT	08/23/18	100.00	42049	08/23/18
Total 1884:					100.00		
1982							
1982	Hillebrand, Patrick	AUG18	Marina Patrol Services	08/05/18	200.00	42048	08/23/18
Total 1982:					200.00		
2052							
2052	CI INFORMATION MANAGMEN	0065982	SHRED SERVICES	05/31/18	39.90	42036	08/23/18
		0068337	SHRED SERVICES	07/31/18	39.90	42036	08/23/18
Total 2052:					79.80		
2071							
2071	MABBOTT, TAMRA	REIM0818	REIMB FOR WEST MAYORS LUNCH	08/07/18	61.35	42002	08/09/18
Total 2071:					61.35		
2128							
2128	EASTERN OREGON HEATING	8072308091	MARINA AIR FILTER	07/23/18	27.11	42041	08/23/18
Total 2128:					27.11		
2131							
2131	SEITZ, BRANDON	B2TRAIN18	Per Diem BUILDING OFFICIAL TRAINING LAS VEGAS	08/26/18	352.00	42017	08/09/18
Total 2131:					352.00		
2197							
2197	INTERNATIONAL CODE COUN	1000929135	Building OFFICAL CLASS				

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
			FOR BRANDON SEITZ	07/26/18	995.00	41995	08/09/18
Total 2197:					995.00		
2201							
2201	PHOENIX EXCAVATING INC	BIZLIC	OVERPAYMENT ON BIZ LIC	08/03/18	20.00	42012	08/09/18
Total 2201:					20.00		
2282							
2282	Prothman	2018-6364	CITY MANAGER SEARCH REIMB EXPENSE	07/24/18	3,402.50	42014	08/09/18
Total 2282:					3,402.50		
2283							
2283	CASTRO, REBECCA	19034046	UTILITY REFUND	07/01/18	90.67	41971	08/09/18
Total 2283:					90.67		
2284							
2284	ANDERSON, STEVE	E18	SLIP RELEASED	07/19/18	122.50	41964	08/09/18
Total 2284:					122.50		
2285							
2285	ESTATE OF CATHERINE LEVI	93200008	UTILITY REFUND	07/01/18	7.07	41983	08/09/18
Total 2285:					7.07		
2287							
2287	AEI ENGINEERING, INC.	118509-01	USBR UMATILLA LIFT STATION CONSULT	07/31/18	2,821.00	41962	08/09/18
Total 2287:					2,821.00		
2288							
2288	FENCE TITE RITE	8597	40' FENCE MARINA MAIN GATE	08/07/18	2,135.00	41986	08/09/18
Total 2288:					2,135.00		
2289							
2289	Taste of Home	2018	PERIODICAL SUBSCRIPTION	08/23/18	19.98	42069	08/23/18
Total 2289:					19.98		
2290							
2290	Dik, Matthew	181347	OVERPAYMENT	07/31/18	38.00	42039	08/23/18
Total 2290:					38.00		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
2291							
2291	Pearl, Anthony	181683	OVERPAYMENT	07/31/18	235.00	42064	08/23/18
Total 2291:					235.00		
2292							
2292	Guerrapercolla, Marco	181590	OVERPAYMENT	07/31/18	235.00	42046	08/23/18
Total 2292:					235.00		
2293							
2293	Bison Transport	181780	OVERPAYMENT NELSON VALERIO	07/31/18	200.00	42033	08/23/18
Total 2293:					200.00		
2294							
2294	Mid America Freight	181635	OVERPAYMENT MARCENO K LAND	07/31/18	9.00	42058	08/23/18
Total 2294:					9.00		
2295							
2295	DUFLOTH, DAREN	072918	Per Diem MAYORS CONFERENCE	07/29/18	583.03	42040	08/23/18
Total 2295:					583.03		
2296							
2296	LAWSON PRODUCTS	9306031163	WATER DEPT MAINTENANCE	08/08/18	153.09	42054	08/23/18
Total 2296:					153.09		
2297							
2297	MALHEUR JUSTICE COURT	WM469234	JEOVANI CEPERO MARCOS WM469234	08/16/18	440.00	42057	08/23/18
Total 2297:					440.00		
2298							
2298	HERMISTON IRRIGATION DIS	CHK6171	CK 6171 FROM PIONEER ESCROW LIEN SEARCH	08/23/18	150.00	42047	08/23/18
Total 2298:					150.00		
2299							
2299	PBS	0066093.000	TOPOGRAPHIC OF DOGWOOD	05/25/18	4,802.50	42063	08/23/18
Total 2299:					4,802.50		
Grand Totals:					489,350.89		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
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Report Criteria:
Detail report type printed



Umatilla Municipal Court

700 6th Street, PO Box 130, Umatilla, OR 97882
(541) 922-4570 Ext.2 Fax (541) 922-5758

August 14, 2018

TO: MAYOR DAREN DUFLOTH
FROM: THERESA M KROGH , MUNICIPAL JUDGE
SUBJECT: JULY 2018 MONTH END REPORT

<u>TOTAL</u>	<u>POLICE TRAINING COUNTY</u>		<u>STATE</u>		<u>REFUNDS</u>
<u>RECEIPTS</u>	<u>FINES</u>	<u>FUND</u>	<u>ASSESS..</u>	<u>ASSESS.</u>	
<u>\$48475.12</u>	<u>\$21,015.12</u>	<u>\$10.00</u>	<u>\$3,108.73</u>	<u>\$ 23,239.27</u>	<u>\$ 1102.00</u>

REFUNDS INCLUDES, OVERPAYMENTS, RESTITUTION, REFUNDS TO DEFENDANTS AND BAIL TRANSFERRED TO OTHER COURTS.

FINE TURNOVER FOR JULY 2018 IS \$21,015.12

FIVE WEDDINGS WERE PERFORMED IN JULY 2018. TWO IN THE COURT ROOM AND THREE OUT OF THE COURT ROOM.

Theresa M Krogh
Municipal Judge for
The City of Umatilla

:tmk

CC: COUNCIL

RESOLUTION NO. 04-2019

A RESOLUTION CREATING A “NO PARKING” ZONE ON DEAN AVENUE

WHEREAS, a dead end is located at Dean Avenue; and

WHEREAS, parking problems have evolved at the dead end; and

WHEREAS, the City of Umatilla has the responsibility of providing safe transportation routes for commerce, convenience and to adequately serve the traveling public; and

WHEREAS, the Safe Routes to School Program has been implemented in accordance with appropriate engineering standards for the construction, maintenance or improvement of said transportation infrastructure such that property damage is minimized, transportation promoted, travel safeguarded; and

WHEREAS, parking has prevented buses from safely turning around; and

WHEREAS, placing “No Parking” signs will ease the issue and allow the Police Department to enforce it.

NOW, THEREFORE, BE IT RESOLVED by the City of Umatilla as follows:

Section 1: That the dead end located on Dean Avenue be designated as a “No Parking Zone” in compliance with the most current manual on Uniform Traffic Control Devices.

Section 2: That the map is attached to this resolution as Exhibit A

Passed by the City Council and signed by the Mayor this 4th day of September, 2018

Daren Dufloth, Mayor

ATTEST:

Nanci Sandoval, City Recorder



Exhibit A, Res No. 04-2019

No
Parking

RESOLUTION NO. 07-2019

**A RESOLUTION AUTHORIZING CITY STAFF TO IMPLEMENT THE REVISED
REVITALIZATION GRANT APPLICATION AND PROCESS**

WHEREAS, the current downtown revitalization grant and process are outdated; and

WHEREAS, Council directed staff to update the downtown revitalization grant and process; and

WHEREAS, in order to ease the process for applicants, staff has restructured the application, provided guidelines, and revised the process.

NOW, THEREFORE, BE IT RESOLVED, the City of Umatilla does hereby authorize city staff to implement the revised revitalization grant application and process.

PASSED by the Council and **SIGNED** by the Mayor this 4th day of September, 2018.

Daren Dufloth, Mayor

ATTEST:

Nanci Sandoval, City Recorder



DOWNTOWN REVITALIZATION GRANT

700 6TH Street
UMATILLA, OREGON 987882
(541) 922-3226

Dear Building/Business/Property Owner:

The Community Development [Committee Department](#) appreciates your interest in the Downtown Revitalization Program. ~~As This packet includes information requested, here is the information needed~~ to apply for a Downtown Revitalization ~~Small~~ Grant:

1. Downtown Revitalization **Program Overview** sheet
2. Downtown Revitalization **Guidelines** sheet
3. **Applicant Checklist**
4. Downtown Revitalization **Small Grant Application**
5. IRS W-9 Form

Completed applications are accepted at any time. For questions or assistance with the application, please call. Applications should be submitted/mailed to:

Community Development Director
Physical: 700 6th St.
Mail: PO Box 130
Umatilla, OR 987882

Tel: 541 922-3226 ext. 101
Fax: 541 922-5758
E-mail: Tamra@umatilla-city.org

The Community Development Department will review complete grant application in the order received. The Downtown Revitalization ~~Small~~ Grant cannot finance any design development plans and sketches submitted as part of the application and cost estimates. Following approval, grant money may be used for further reviews, plans, permits and restoration efforts. The maximum allowable portion of the overall grant award to be applied for architectural fees related to development of construction documents is 12%.

If you have any questions or would like contact information, contact [Downtown Revitalization Community Development](#) staff at the address above. On behalf of the Community Development [Committee Department](#), I look forward to working with you on developing your building, property and/or business in downtown Umatilla.

[Regards Cordially,](#)

[Tamra Mabbott](#)

Community Development Director

UMATILLA COMMUNITY DEVELOPMENT GRANT Downtown Revitalization-~~Small~~ Grant Program

Guidelines

Purpose:

Design guidelines are meant to encourage owners of properties within Umatilla's downtown core to elevate the character, identity, and attractiveness of our community. Downtown pedestrians will feel more welcomed and comfortable if the streetscape and surrounding buildings are clearly defined as human places, in turn this will also encourage commerce. This can be accomplished with large windows, appropriate signage, attractive facades, and landscaping.

Landscaping:

Landscaping contributes to the environmental quality, aesthetic appeal and financial value of a site. Landscaping can also soften undesirable views and mitigate storm water impacts. Durable, easily maintained landscaping is encouraged.

Landscaping Guidelines:

1. When possible native plants and trees should be used. After two years they will require less maintenance and will enhance the unique qualities of Umatilla. A listing of popular native landscaping plants for eastern Oregon can be found here: <http://www.plantnative.org/rpl-imw.htm>
2. Landscaping and short courtyard walls should strive to minimize the visual effects of parking lots, driveways and blank walls.
3. Landscaping should complement other site structures for years to come.
4. Commercial buildings should avoid fences as they limit visual connectivity and hinder commercial activity.
5. Maintenance plans should be in place.



Examples of native plants and trees used to buffer a parking lot and add interest to a building in Spokane, WA.

Awnings:

Awnings provide protection from the elements and create a sense of enclosure to the street. Awnings also provide a secondary location for signage. They add color and interest to building storefronts and can be used to emphasize display windows and entrances.

Awnings Guidelines:

1. Awnings should fit within window bays and not overlap multiple window openings.
2. Awnings should not detract from or conceal the building's architectural details or features.
3. Retractable canvas awnings were used historically and are recommended as they can be adjusted for varying light and weather conditions.
4. Awnings should extend no less than 3' and no more than 6' over the sidewalk.
5. A slope of no more than 45° is required.
6. Awning colors that are compatible with the color of the building are recommended; avoid brightly colored or 'busy' patterns.
7. Lettering on awnings should be located only on the vertical edge and not on sloped or curved sections of the awning; graphics or logos (without text) may be applied to the sloped or curved sections of the awnings.
8. Awnings should accentuate entrances and give shelter to visitors.



Examples of awnings and signage which accentuate the building façade.

Signage:

Signage has always played an important role in the appearance of commercial buildings. Signs typically located on commercial buildings are any of the following:

- Flush mounted signs (signboards or individual letters placed on the front of a building)
- Hanging/Blade signs (signs hung from sidewalk coverings or mounted perpendicular to the sidewalk)
- Window signs (signs generally at eye level and displayed in the storefront windows)
- Icon or graphic signs (signs illustrating the type of business they are advertising)
- 'Billboard' style signs (signs with large advertisements painted on the sides of taller buildings, visible from the alley or side street)
- Historic lighted signs (neon signs and internally lit signs)

For signage guidelines, the relation of sign placement and size to other building elements is important.

Signage Guidelines:

1. Elements such as windows, cornices, or decorative details should not be obscured by signage.
2. The sign material, style, and color should complement the building façade.
3. Individual shop signs in a single storefront should relate to each other in design, size, color, placement on the building, and lettering style.
4. Night lighting of signage needs to be subtle and keep with the architectural style.
5. The use of plastic faced or electric signs is not recommended, except in the case of restoration to deteriorating signs from the 50's, 60's, and 70's.
6. Murals are not recommended on unpainted masonry (brick) buildings. The scale of the mural should not dominate the wall. Murals should depict the character of Umatilla's history or culture. Applied panels with painted murals are also acceptable.
7. Neon lights on the interior of storefront windows are considered compatible signage. Historic neon lights are becoming rare and their preservation should be encouraged.
8. The use of signs as identification, not as advertising, is encouraged. Simple and few is desired.
9. Retaining historic signs whenever possible is suggested. Refreshing, large, painted signs on the building walls is acceptable, even though the product or business may no longer exist.

Colors:

Painting a storefront can be one of the most dramatic improvements to a building and in turn will have a great impact on the attractiveness of downtown.

Color Guidelines:

1. Avoid using reflective colors, fluorescent or luminous colors.
2. Harmonize and relate colors to the building material such as brick or wood.
3. Attempt to blend the color choice with buildings on the same block.
4. Avoid colors that highly contrast or overly accent decorative detail.
5. Leave unpainted brick unpainted.
6. Select colors to highlight any building façade; do not over-decorate.
7. Tie together the upper and lower floors on multi-level buildings through the use of a major trim color.
8. Murals and other colorful accents should be considered along the backs and sides of buildings where appropriate, to enhance rear entrances and to add visual interest.
9. Use of the following scheme to select colors is encouraged: choose the darkest color for the window sash; choose a medium color for the body of the building; choose the lightest color for the trim.
10. Color samples shall be included in the application packet.

Rear Entrances:

Rear entrances should not be overlooked when planning downtown improvements. Development of rear entrances (double fronting) improves customer access from parking areas and can substantially improve pedestrian circulation throughout the downtown area.

Rear Entrance Guidelines:

1. Rehabilitate rear facades by repairing windows, doors, and down spouts.
2. Minimize the clutter caused by utility services, by using storage bins and screening walls.

3. Use materials and colors similar to the street facade for customer recognition and to create a cohesive design.
4. Seek signage and lighting that is a smaller version of the street facade elements.
5. Consider using murals, historic maps/graphics on walls to give interest.

Facade Improvements:

Facade improvements contribute to pedestrian comfort, visual appeal of downtown buildings, and ultimately will attract more customers to the downtown core.

Specific Façade Guidelines:

1. Large storefront windows should be incorporated into the new design. Significant visibility to ground floor uses enlivens and activates public streets. Windows should comprise a majority of the ground floor façade.
2. Display windows should be clear glass.
3. Transom windows should be clear glass, opaque glass, or diffused glass.
4. Storefront frames should be made of wood or metal (non-aluminum finish).
5. Entrance doors should be recessed and have a large glass panel surrounded by a wood or metal frame (non-aluminum finish).
6. Design details should create a discernible yet cohesive base, middle and top.



Before and after photos from a similar grant program in California.

***CAUTION* Items to Avoid**

1. **Mansard roofs with wooden shingles covering the storefront.**
2. **Fake brick or stone veneers.**
3. **Inappropriate historical themes such as small windowpanes and shutters. These represent building types and styles not found in Umatilla.**
4. **Vinyl windows.**

Acceptable Design Standards:

All applications need to include a depiction of the proposed improvements. A current picture of the storefront or property to be restored is required. The photo should be marked to show specifically all changes and updates to be completed as part of this grant. Sketches do not need to be done professionally they merely need to depict the proposed changes.

Included following these guidelines are examples of acceptable design standards. More elaborate designs are also acceptable. One example shows a picture of the building with highlights of the

proposed changes. The other example is a basic design, this can be hand drawn without professional assistance.

Cost Estimate Standards:

Grant Bid Policy: When individuals request a Downtown Revitalization ~~Small-Grant~~ for improvements on their property, the estimate for the work to be paid with ~~City Enterprise F~~ funds must be prepared or approved by at least two independent licensed contractors unless the work is to be bid out and the bids submitted with payment requests. No building and/or business owner acting as own contractor, receiving grant dollars, will be allowed to add overhead and/or profit to the payment request.



UMATILLA COMMUNITY DEVELOPMENT GRANT
Downtown Revitalization **Small** Grant Program

Grant Application

Instructions:

Along with this form, please attach:

1. Conceptual drawings/sketches- These need not be done by a certified architect or engineer. If the drawings contain a structural component, site plan, and/or dimensions, the Oregon Board of Architects and Engineers require they be done by a certified professional.
2. Cost estimates from a contractor, architect, and/or engineer for the project.
3. Completed IRS W-9 Form.
4. Supporting documentation that may assist the Community Development Department Committee in their selection e.g. project photos, landlord approval, responsibility determination form (if applicable).

Applicant: _____

Organization: _____

Property Address: _____

Mailing Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Email: _____

Property Owner (if different from applicant):

Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____

Project Summary: _____

Proposed Improvements (Check all that apply):

Awnings Signage Painting Landscaping

Rear Entrances Building Façade Other

Estimated Project Cost (from attached budget): _____
(You must attach an itemized statement of the cost of your project with at least one competitive/independent bid/estimated. Use Umatilla merchants/contractors if possible.)

Estimated Project Duration (weeks, months): _____

How Did You Learn About the Program? _____

What is the history on this building? _____

How will this improve support increased pedestrianism and vitality within Umatilla's Downtown?

How do you propose to recognize the City's contribution? _____

How will this project benefit the public good? _____

By signing below, I acknowledge I have read and understood all information supplied with the grant application package, and I submit my application for *Downtown Revitalization **Small Grant*** approval.

Signature of Applicant: _____ **Date:** _____

UMATILLA COMMUNITY DEVELOPMENT GRANT
Downtown Revitalization ~~Small~~ Grant Application

Applicant Checklist

Before Submitting the Application:

- Review Downtown Revitalization Guidelines
- Complete Application Page
- Complete IRS W-9 Form
- Complete Bid Breakdown (Cost)
- Acquire drawing or sketch of the proposed improvements
- Acquire cost estimates for the proposed improvements

Submitting the Application:

- Review the proposed improvements with the Community Development Department staff member ~~Agency's Project Coordinator~~(preliminary review).
- Set a Find out review date and time for formal review of application withfor the proposal in front of Community Development Department

After Approval:

- Coordinator
- AcquireRequest reimbursement schedule and procedure from Project
 - Retain all dated receipts and invoices for further design, construction, permits, etc.
 - Contact Project Coordinator to obtain the reimbursement after spending 50% of project costs. Please note, there will only be a maximum of two distributions.

PROJECT: _____

BID DATE: _____

Bidder to provide services as per the following prices according to the bid documents submitted with the *Downtown Revitalization Grant* application. Bid documents submitted should only include prices as applicable to exterior and landscaping work. Please write in any costs not listed.

<i>Division/Itc</i>	<i>Description</i>	<i>Base Cost - Bid</i>	<i>Notes</i>	<i>Subcontractor Info</i>	<i>% Completed</i>
1	General				
2	Sitework				
3	Concrete				
4	Masonry				
5	Metals				
6	Wood & Plastic				
7	Thermal & Moisture				
8	Doors & Windows				
9	Finishes				
10	Specialties				
11	Equipment				
12	Furnishings				
13	Special Construction				
14	Conveying Systems				
15	Mechanical				
16	Electrical				
17	Paint				
18	Grading				
19	Plants/Trees				
20	Roofing				
21					
22					
	<i>Total Bid \$</i>				

Respectfully Submitted: _____

Applicant Signature

Contractor Signature

Mayor and City Council:

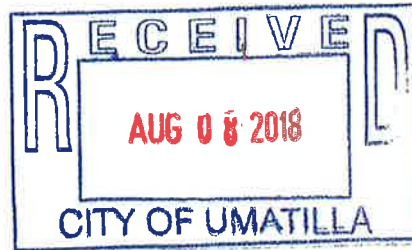
Four individuals submitted applications requesting to be appointed to the City Manager Recruitment Committee.

Applicants were notified that they were placed on the agenda for September 4, 2018 for selection. Applicants were placed in the council packet in the order they were received in by Recorder Sandoval. They are as follows:

- a. Lyle Smith
- b. Bruce McLane
- c. Mark Ribich
- d. Bill Wright

All applicants live within city limits.

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



I Lyle Smith, request appointment to the City Manager Recruitment Committee.

I have lived in Umatilla for 15 years. Additional qualifications:

former city councillor
president city council
chair - Umatilla City Planning Commission

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.

Lyle Smith Signature Date 7 Aug 2018

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



I Bruce McLane, request appointment to the City Manager Recruitment Committee.

I have lived in Umatilla for 30+ years. Additional qualifications:

member of budget committee
regular attendee of city council meetings

Address: Umatilla, OR

Phone Number: 503 210 1100

E-mail Address: bruce.mclane@umatilla.com

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.

Bruce McLane
Signature

8/12/2018
Date

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



I MARK REBICH, request appointment to the City Manager Recruitment Committee.

I have lived in Umatilla for 3 years. Additional qualifications:

Former city council
chamber board V-president

Address: _____ Phone Number: _____

_____ E-mail Address: mark.rebich@umatilla-or.gov .NET

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.

Mark Rebich
Signature

8/14/18
Date

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

I Bill Wright, request appointment to the City Manager Recruitment Committee.

I have lived in Umatilla for 26 years. Additional qualifications:

I am a police officer for the city of Umatilla and have been employed for the city for 25 years. I have volunteer time with Umatilla Little League, Umatilla Museum, Parks & Recreation Board along with several charity agencies and organizations. During this hiring process, I think it is important to have a city employee on the board. The city manager is the highest ranking administrator and I believe a city employee should have the ability to interview the candidate to determine who may be the best for the city's employees and community. It would be honor to assist in this process.

Address: _____ Phone Number: _____
Umatilla OR 97882 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.

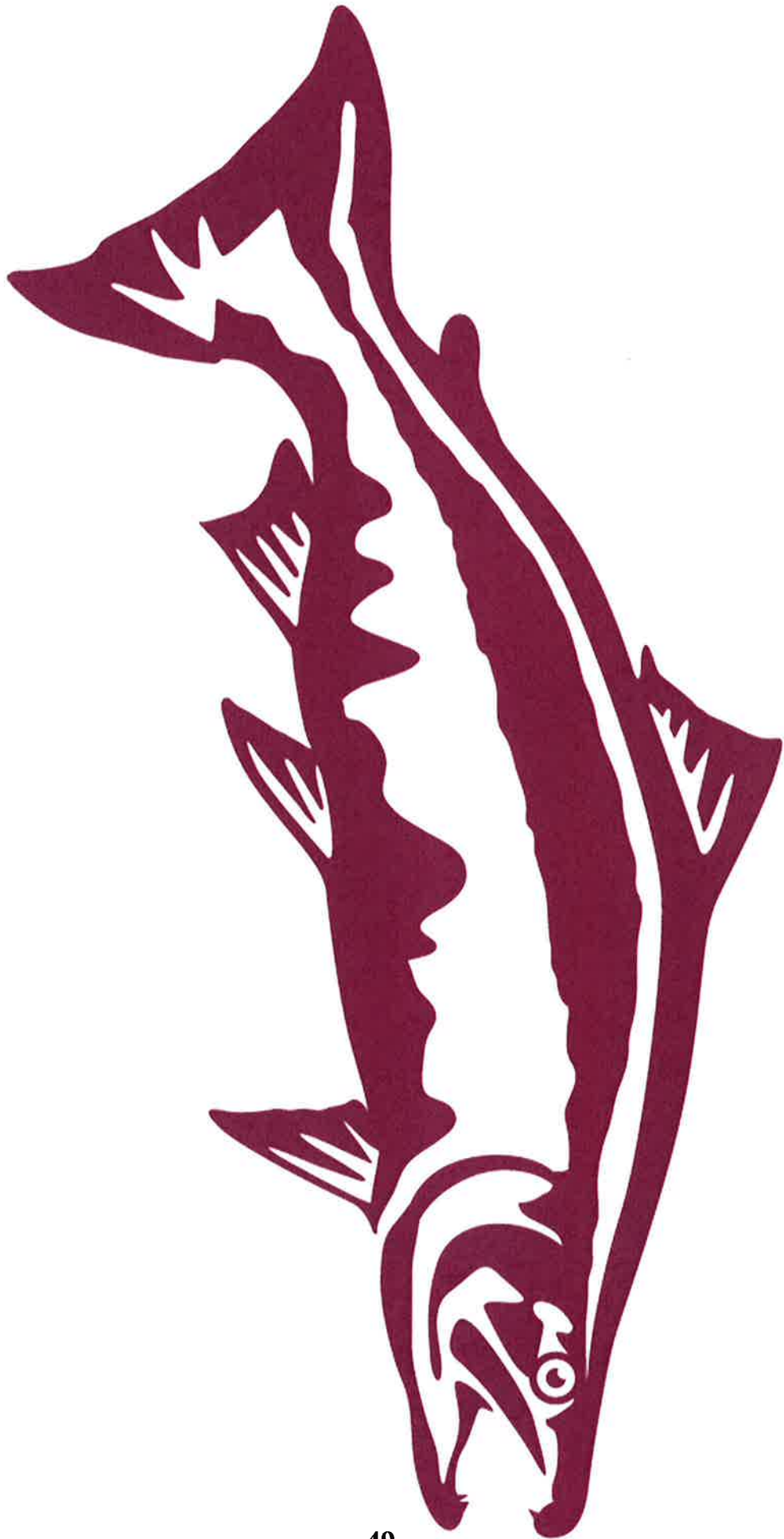
Bill Wright Signature _____ Date Aug 24, 2018

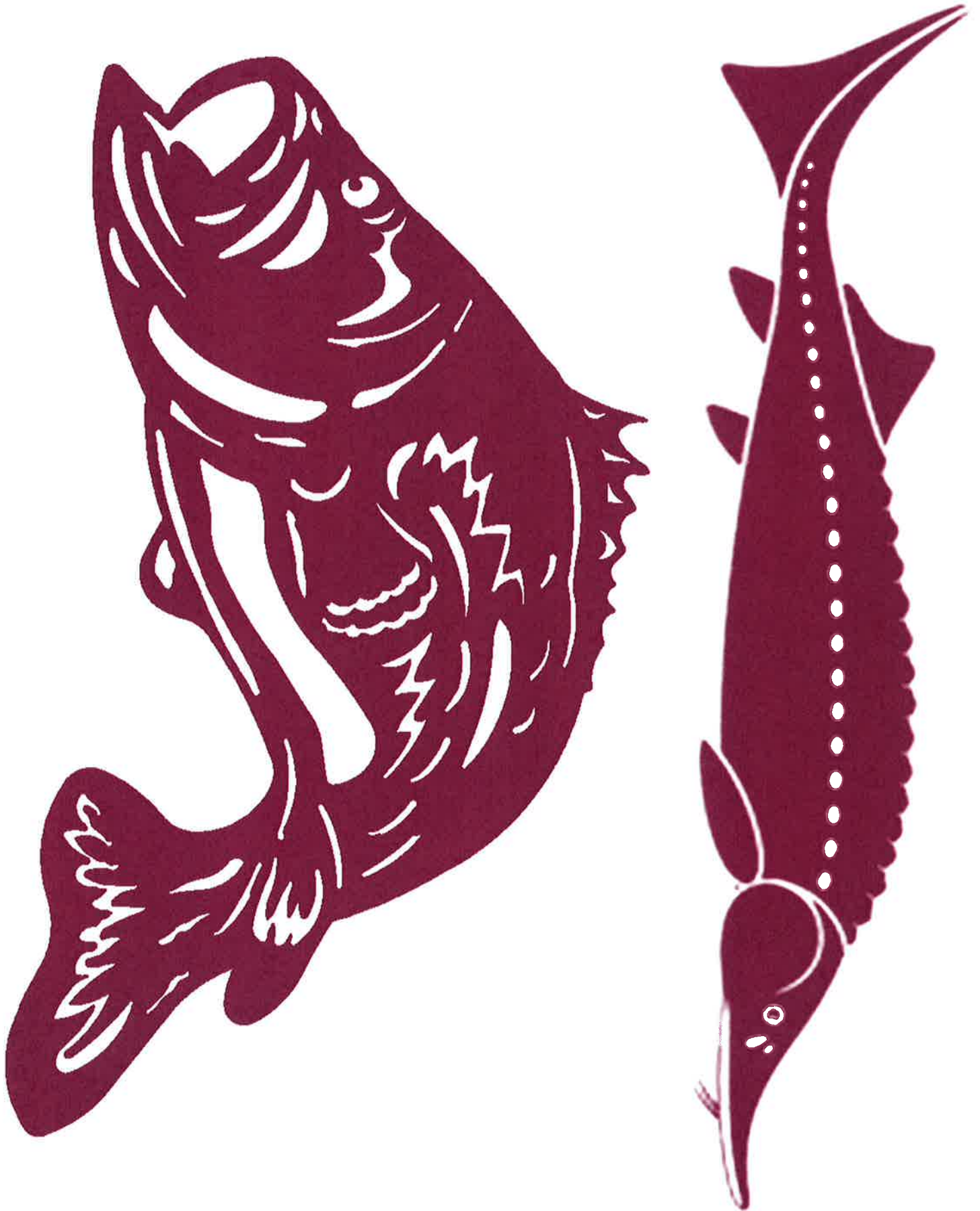
Mayor and City Council:

At the previous council meeting Council authorized the mayor to sign a letter requesting artwork be added to the I-82 overpass. Staff has come up with several different designs that could be implemented on the fence of the overpass. They are as follows:

1. Steelhead
2. Walleye
3. Chinook Salmon
4. Sturgeon
5. Bass
6. Feathers with beads
7. Tribal Feathers
8. Plain Feather
9. Catch the Vision Sun
10. Abstract Sun
11. Lewis and Clark
12. Wagon Wheel



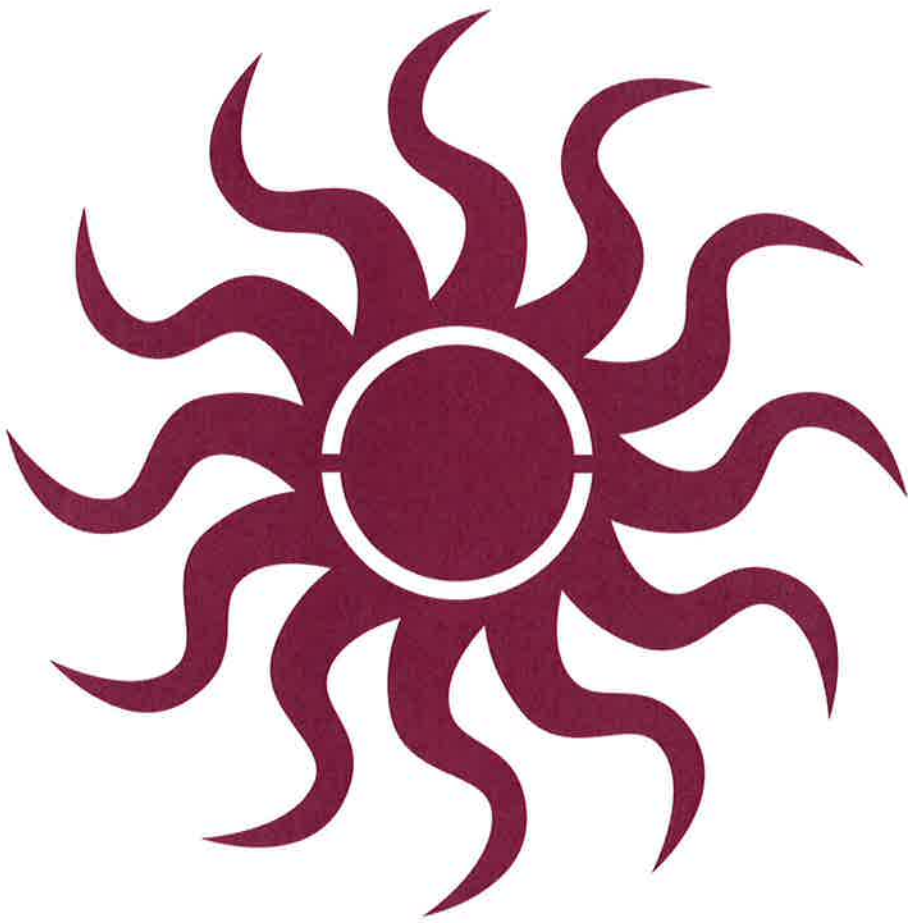
















City of Umatilla

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

September 4, 2018

Mr. Robert D. Green, Executive Director
Good Shepherd Community Health Foundation
620 NW 11th Street, Suite 101
Hermiston, OR 97838

Liz Marvin, President
Good Shepherd Community Health Foundation
620 NW 11th Street, Suite 101
Hermiston, OR 97838

Dear Mr. Green and Ms. Marvin

The City of Umatilla greatly appreciates the generous donation made to purchase ADA playground equipment for Kiwanis Park in McNary neighborhood. Your generosity made a tremendous impact and helped to expedite other major improvements at this city park. The Hermiston Kiwanis Club donated funds to purchase lights for the second basketball court. And the city provided funding for a second basketball court with lights and labor and equipment. City Master Parks Plan calls for bathroom facilities which we hope to fund in the next couple of years, in order to complete the park renovation for families and visitors to enjoy.

Although construction was delayed for a few months, city Public Works crews are scheduled to resume construction work in October. Already the crews have removed the old equipment and trees to prepare for an expansion of the play area and an additional basketball court.

Kiwanis Park is our highest usage facility, serving numerous apartment complexes and a large residential neighborhood. Improvements to this park are important in making the McNary neighborhood a healthy place for our residents. Your support was vital.

When the construction is complete the Community Development Staff and Parks & Recreation Committee will host a ribbon cutting. They will coordinate that event with you to ensure your participation. Again, on behalf of the citizens of Umatilla, I thank you for your generous support.

Sincerely,

Daren Dufloth, Mayor



City of Umatilla

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

September 4, 2018

Kim Arbogast, President
Hermiston Kiwanis Club
PO Box 375
Hermiston, OR 97838

Dear President Arbogast and Hermiston Kiwanis:

The City of Umatilla greatly appreciates the generous donation made to purchase lights for the basketball courts at Kiwanis Park in McNary. Your generosity made a tremendous impact and helped to expedite other major improvements at this city park. The Good Shepherd Health Foundation donated funds to purchase ADA play equipment. And the city provided funding for a second basketball court with lights and labor and equipment. City Master Parks Plan calls for bathroom facilities which we hope to fund in the next couple of years, in order to complete the park renovation for families and visitors to enjoy.

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Sincerely,

Daren Dufloth, Mayor



City of Umatilla

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

September 4, 2018

MANAGERS REPORT FOR AUGUST 7, 2018 CITY COUNCIL MEETING

NEW BUSINESS

11.1 Resolution is to authorize installation of a No Parking sign on Dean Avenue.

11.2 During a work session staff reported to Council that the Redevelopment Grant Application was being updated. Council asked to review the changes and present at a meeting. The revisions are shown. FY18-19 budget earmarked \$25,000.

11.3 Several applications have been submitted and this action authorizes the Mayor to appoint citizens to serve on the City Manager recruitment committee

11.4 Staff will present several options for artwork design and request Council to select one. Staff will then continue to coordinate with Oregon Department of Transportation on the production and installation of the metal art work.

City Manager Briefing on activities in and around the City

Public Works and Water

We are preparing for some changes in management at the Public Works Department. In addition to regular/ongoing maintenance, there are a number of larger infrastructure projects in a variety of stages, planning, design and development. Jason, Melissa and I met with Shae Talley, engineer with JUB Engineers and Infrastructure grant consultant Nick Ducote to review all of the ongoing and proposed infrastructure projects. It is a large and ambitious list. Shae and Nick will be making a presentation at the September 4th Council Meeting on the engineering feasibility study. That is a project Russ Pelleberg directed and it will set the stage for future development of the city's 23 CFS Columbia River Water right. With Shae and Nick's help city is moving forward with grant applications to fund the next phase of the water right development, drilling of a test well to show hydraulic connection. Meanwhile, the Personnel Committee and Public Works Committee will meet September 5th to discuss future direction of Public Works Department.

City staff is talking with Port of Umatilla officials about the Regional Water System (RWS). Port (and Hermiston who owns and operates the RWS infrastructure) entered a contract to provide water to a large development inside city limits. Staff and legal counsel are negotiating to protect the city's interest and to protect the company's interest to have a secure supply of water.

Melissa was successful in securing a low interest loan from the State of Oregon for the water line improvements on Sixth Street. That agreement will be on the October agenda.

We have other easement agreements for future water and wastewater lines that will also be on the October or November agenda.

We've had some complaints about the condition of Lind Road and the additional traffic. Jason has reserved a water truck and he will be grading the road the first week in September. We wanted to get out the sooner but with all of the construction going on in the county that was the earliest he could reserve a water truck, which is essential this time of year when grading a gravel road.

Parks crew Chris and Derek cleaned up of the old gas station property north of City Hall. It looks nice guys! Thank you for cleaning up the weeds, garbage and removing the abandoned signs! We have three bids to remove asbestos from the building so we are one step closer to removing the building.

Transit

Staff has put forth some effort on bringing transit to Umatilla. Melissa and I met with Hermiston and the Umatilla cab company. At least unofficially, (nothing in writing) Hermiston offered to partner with Umatilla to start a subsidized taxi service for senior and disabled persons. This would be a good first step in starting a transit program.

Our very own Esmeralda Horn has been appointed to the brand new county Special Transit Improvement Fund (STIF) Advisory Committee. Congratulations Esmeralda! We appreciate her willingness to step up to represent city interest! The purpose of this new STIF committee will primarily be to adopt a plan and allocate funds for the new transit tax the legislature adopted. Employees should have seen a slight increase in paychecks since the new tax is deducted from payroll.

Trails and Matthew Tsui

Matthew presented the final set of maps for his trail plan at the August 14th Parks & Recreation Committee meeting. It is very exciting to watch the plan evolve. We will miss Matt a lot. His last day at City Hall before he embarks on his cross country drive back to the east coast was August 31st. City hosted a going-away party for Matt on Wednesday August 29th from 4 – 6.

Chamber and Tourism

We have had very productive meetings with Chamber staff, Kacie Evans, and Board. Mark Ribich is the new Chamber president and Jodi Hinsley is the new Vice President. It is very rewarding to see the positive relationship between city and chamber. Tourism has so much potential in Umatilla. The new Destination Management Plan sets the stage for a path forward. Staff is identifying next steps to implement the four major recommendations in that Plan. More to come on this project.

Federal Lands

There is an active group of citizens who would like to have the Army Corps of Engineers relinquish ownership of lands and deed them over to city. The concept is one that has been ongoing in the Tri-Cities for several years. On Friday I met with Tri Dec, the tri-cities regional economic development entity, to learn more about their efforts. City Planner Brandon Seitz has developed a map of federal lands within the city limits and urban growth area. He will be updating that to show the federal agency in charge of managing those lands.

I had a good meeting with Tera Farrow, CTUIR Interim Director of the Department of Natural Resources and Director of the Cultural Resources Program. We will be resuming the Working Group meetings Bob Ward had coordinated and we will be moving forward with the city-CTUIR application to ACOE to review a landscape management plan for the Old Town Site.

Junk Vehicles and doggie do and other Code Enforcement Activities

You likely noticed that the two abandoned travel trailers parked at Bucks Corner were removed this week. Yeah! Nice work Tisa. While that seems like a simple process to remove those trailers, it is not! Tisa has a very positive relationship with the property manager. We both spent time talking with him over the past several weeks.

We had a complaint that the Marina Park did not have enough plastic doggie poo bags. CRIS Inc responded promptly and will be ordering a few new dispensers and installing them around the park.

Staff met with Councilors Ray and Wheeler and City Attorney Phillip Spicerkuhn to discuss the Code Enforcement program and code updates. Tisa and Esmeralda are developing some charts to illustrate how code enforcement works with the different program areas, nuisance, solid waste, parking, land use/zoning and stray animals. The ad hoc group meets again on September 12th and should have a presentation ready for the September 18th work session.

Fun Stuff

Friday, August 17th was another great turnout for Movies in the Park! Thank you for the people at city who have taken on that project - Nanci, Jacki, Melissa! Planning for the annual trick or treat downtown is underway. Another joint venture of city and chamber. Stay tuned for another great event! And probably some temporary messes and we build the city hall exhibit. The event will be on October 26th,

Friday. Chief Huxel directed a distracted driving enforcement day last week. Not sure that is in the "fun" category but important stuff. Thank you Chief and Police Department. Chief is also working with County Emergency Management on an update to the City Emergency Response Plan. City staff will have a Civilian Response to Active Shooter Events (CRASSE) training on September 25th.

Librarian Kellie Lamoreaux received a \$3,000 grant to purchase children's books. The grant was awarded by the Oregon State Library and funded by the Library and Technology Services Act Program in Oregon. What a nice addition to the wonderful library. Congratulations Kellie and crew!

City Manager Recruitment

The Personnel Committee met this week with Prothman. Wow, there were some outstanding City Manager candidates. 😊 So very exciting for the city. Three candidates will be invited for an interview and meet and greet at city hall on Thursday September 13th. Nanci will be sending out a reminder but please mark your calendars for the evening of September 13th, 6:00 – 7:30. The public will be invited to meet the candidates and submit comment cards. Invite your friends and neighbors!

./Tamra/Interim City Manager/September 4, 2018 Managers Report