

**UMATILLA CITY COUNCIL MEETING  
AGENDA  
COUNCIL CHAMBERS 700 6TH STREET, UMATILLA, OR 97882  
APRIL 6, 2021  
7:00 PM**

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1. **MEETING CALLED TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **APPROVAL OF AGENDA**
5. **CITY MANAGER'S REPORT**
  - 5.1 [General Announcements](#) *Suggested Action: n/a*
6. **PUBLIC COMMENT** Public Comment is an opportunity for citizens to express opinions, raise issues, and provide information to the City Council. Comments presented during this segment should be on city-related issues and not on items that are scheduled for a Public Hearing on the same evening's agenda. If you wish to speak, please provide the requested information on the Sign-Up Sheet, being sure to note the topic on which you will speak. When called to the podium, begin by stating your name and address. You will have five minutes to speak, unless otherwise instructed.
7. **CONSENT AGENDA**
  - 7.1 [Paid Invoices](#) *Suggested Action: Motion to approve.*
8. **PUBLIC HEARING**
9. **NEW BUSINESS**
  - 9.1 [A Proclamation Honoring Correctional Staff](#) *Suggested Action: Motion to Approve our Proclamation Honoring Correctional Staff.*
  - 9.2 [Resolution No. 43-2021 - A resolution adopting a compensation plan for fiscal year 2021-22 and repealing pay plan and position levels of Resolution No. 53-2020](#) *Suggested Action: Motion to approve Resolution No. 43-2021*
  - 9.3 [Resolution No. 44-2021 - General Fee Resolution](#) *Suggested Action: Motion to approve Resolution No. 44-2021*
  - 9.4 [Resolution No. 45-2021 - A resolution adjusting the budget for the 2020-21 fiscal year by transferring appropriations and increasing the approved FTE count](#) *Suggested Action: Motion to approve Resolution No. 45-2021*
  - 9.5 [Resolution No. 46-2021 - A resolution declaring surplus property](#) *Suggested Action: Motion to approve Resolution No. 46-2021*
  - 9.6 [Resolution No. 47-2021 - A resolution to award contractor James Dean Construction a contract in the amount of \\$1,831,160 for construction of the City of Umatilla's Wanapa Road and Utilities Extension Project and to delegate authority to City Manager Stockdale to sign all contract documents and any future amendments associated with this agreement.](#) *Suggested Action: Motion to approve Resolution No. 47-2021*

10. **PUBLIC COMMENT**

11. **DISCUSSION ITEMS**

- 11.1 **Presenting National Night Out - National Night Out** is an annual community-building campaign that promotes police-community partnerships and neighborhood camaraderie. *Suggested Action: National Night Out is scheduled for August 3rd and would take place at the same time as City Council. Discuss options for rescheduling the August 3rd City Council meeting.*
- 11.2 **An Ordinance Revising the Library Board's Duties and Responsibilities by Amending Title 2, Chapter 3 of the City of Umatilla Municipal Code** *Suggested Action: Discussion.*
- 11.3 **General Housing Discussion** *Suggested Action: The City continues to experience rapid housing growth. The next 5 years, at least, are forecasted to continue or increase at the existing pace. The majority of these developments are middle income homes (\$145,000 - \$325,000). The City's Housing Needs Analysis makes strong findings that the City needs Housing at every economic level. We would like to discuss some strategies and possible potential opportunities and partnerships the City could utilize to address meeting the Housing needs at lower and higher economic levels than what the private sector is currently constructing.*
- 11.4 **West County Legislative Lobbyist Intergovernmental Agreement** *Suggested Action: As the City and West Umatilla County continue to realize significant economic and population growth, it is becoming increasingly more important for our region of Eastern Oregon to have a voice with the Oregon Legislature. Umatilla County and the City of Hermiston would like to partner with the Cities of Umatilla/Echo/Stanfield in the form of an Intergovernmental Agreement (IGA) to hire a Legislative Lobbyist to represent West Umatilla County partners and our collective legislative priorities and is seeking to understand our level of interest in such an IGA. The total estimated annual cost is \$35,000, shared between each agency: \$10,000 County/\$10,000 Hermiston/\$10,000 Umatilla/\$2,500 Echo/\$2,500 Stanfield.*
- 11.5 **Elected Officials Stipend** *Suggested Action: The workload of the City Council and Mayor has significantly increased in order to keep up with the demand of our rapidly growing City. Regular Council meetings and Workshops used to run about an hour in duration, on average, as little as just three years ago and prior; these meetings are now running closer to a two-hour average or more depending on demand. Action Items used to be able to be limited to just once a month, but have now, out of necessity, been required at nearly every meeting. Discussion items were once nearly exclusively at Workshops, but now exist at every meeting. We are also experiencing a critical need to increase training of our Elected Officials so that they are adequately educated/experienced to make a well-informed decision. With all this and more, staff would like to bring back the topic of a monthly stipend for further discussion.*

12. **MAYOR'S MESSAGE**

13. **COUNCIL INFORMATION & DISCUSSION**

14. **ADJOURN** This institution is an equal opportunity provider. Discrimination is prohibited by Federal law. Special accommodations to attend or participate in a city meeting or other function can be provided by contacting City Hall at (541) 922-3226 or use the TTY Relay Service at 1-800-735-2900 for appropriate assistance.

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CITY OF UMATILLA, OREGON

# AGENDA BILL

**Agenda Title:**

General Annoucements

**Meeting Date:**

2021-04-06

**Department:**

City Administration

**Director:**

David Stockdale

**Contact Person:**

David Stockdale

**Phone Number:**

**Cost of Proposal:**

n/a

**Fund(s) Name and Number(s):**

N/A

**Amount Budgeted:**

n/a

**Reviewed by Finance Department:**

No

**Previously Presented:**

n/a

**Attachments to Agenda Packet Item:**

**Summary Statement:**

n/a

**Consistent with Council Goals:**

Goal 4: Increase Public Involvement, Create a Culture of Transparency with the Public, and Enhance Cultural Diversity.

Report Criteria:  
Detail report type printed

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
<b>13</b>							
13	A-1 Industrial Hose & Supply	234131	Parks Supplies	03/12/21	78.16	46443	03/22/21
	Total 13:				78.16		
<b>14</b>							
14	A-1 Property Management	134MADISO	Refund 134 Madison St.	03/15/21	5.84	46444	03/22/21
	Total 14:				5.84		
<b>45</b>							
45	AJ's Printed Apparel	18775	Police Dept Clothing Allowance	03/04/21	70.00	46445	03/22/21
		18817	Police Dept Clothing Allowance	03/17/21	285.00	46445	03/22/21
	Total 45:				355.00		
<b>102</b>							
102	Aramark Uniform Services, Inc.	0008648661	Shop Mats and Towels	02/26/21	187.57	46385	03/05/21
		0086486615	Police Mats	02/26/21	252.27	46385	03/05/21
		864884674	Police Mats	03/12/21	252.27	46446	03/22/21
		864884675	Mats & Towels	03/12/21	187.57	46446	03/22/21
	Total 102:				879.68		
<b>148</b>							
148	Banner Bank Mastercard	0715.02.21.2	Working Lunch w/ Melissa Ince	02/21/21	4.10	46386	03/05/21
		0715.02.21.2	Working Lunch w/ Melissa Ince	02/21/21	4.10	46386	03/05/21
		0715.02.21.2	Working Lunch w/ Melissa Ince	02/21/21	4.09	46386	03/05/21
		0715.02.21.2	Working Lunch w/ Melissa Ince	02/21/21	4.10	46386	03/05/21
		0715.02.21.2	Crew Meeting	02/21/21	5.00	46386	03/05/21
		0715.02.21.2	Crew Meeting	02/21/21	5.00	46386	03/05/21
		0715.02.21.2	Crew Meeting	02/21/21	5.00	46386	03/05/21
		0715.02.21.2	Crew Meeting	02/21/21	5.00	46386	03/05/21
		0715.02.21.2	Lunch Meeting with Leon	02/21/21	5.68	46386	03/05/21
		0715.02.21.2	Lunch with Leon	02/21/21	5.68	46386	03/05/21
		0715.02.21.2	Lunch with Leon	02/21/21	5.67	46386	03/05/21
		0715.02.21.2	Lunch with Leon	02/21/21	5.67	46386	03/05/21
		2217.02.21.2	OACP-Training (Supervisors X4)	02/21/21	400.00	46386	03/05/21
		2217.02.21.2	TLO TRANSUNION	02/21/21	75.00	46386	03/05/21
		2217.02.21.2	IAPE-Memberships (Vandever/Huxel)	02/21/21	100.00	46386	03/05/21
		2217.02.21.2	Supplies	02/21/21	66.49	46386	03/05/21
		2217.02.21.2	JE Reid-Training (Claustro & Capers)	02/21/21	1,150.00	46386	03/05/21

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date	
		2970.02.21.2	Photoshop Mo Fee	02/21/21	20.99	46386	03/05/21	
		2970.02.21.2	Recreational Programming	02/21/21	45.75	46386	03/05/21	
		2970.02.21.2	Recreational Equipment	02/21/21	2,709.00	46386	03/05/21	
		2970.02.21.2	Recreational Equipment	02/21/21	785.64	46386	03/05/21	
		3960.02.21.2	Amazon-First Aid Kits	02/21/21	59.98	46386	03/05/21	
		3960.02.21.2	Amazon-First Aid Kit	02/21/21	59.98	46386	03/05/21	
		3960.02.21.2	Amazon-First Aid Kit	02/21/21	59.97	46386	03/05/21	
		3960.02.21.2	Amazon-First Aid Kit	02/21/21	59.97	46386	03/05/21	
		3960.02.21.2	Amazon-First Aid Kit	02/21/21	33.00	46386	03/05/21	
		3960.02.21.2	Amazon-First Aid Kit	02/21/21	33.00	46386	03/05/21	
		3960.02.21.2	Amazon-First Aid Kit	02/21/21	33.00	46386	03/05/21	
		3960.02.21.2	Amazon-First Aid Kit	02/21/21	33.00	46386	03/05/21	
		3960.02.21.2	Dog Licenses	02/21/21	62.90	46386	03/05/21	
		3960.02.21.2	Golf Course Pro Shop Inventory	02/21/21	1,002.67	46386	03/05/21	
		3960.02.21.2	Golf Course Pro Shop Inventory	02/21/21	1,101.00	46386	03/05/21	
		3960.02.21.2	Golf Course Pro Shop Inventory	02/21/21	47.00	46386	03/05/21	
		5571.02.21.2	APA Membership	02/21/21	156.00	46386	03/05/21	
		5571.02.21.2	Planning Training	02/21/21	135.84	46386	03/05/21	
		5571.02.21.2	ASFPM Membership Renewal	02/21/21	120.00	46386	03/05/21	
		5571.02.21.2	Recreational Programming	02/21/21	332.72	46386	03/05/21	
		5571.02.21.2	Parks & Rec Lunch	02/21/21	20.00	46386	03/05/21	
		5571.02.21.2	Adobe Subscription Planning Dept.	02/21/21	239.88	46386	03/05/21	
		5571.02.21.2	Recreational Equipment	02/21/21	349.44	46386	03/05/21	
		5571.02.21.2	Umatilla County Records	02/21/21	6.00	46386	03/05/21	
		5919.02.21.2	Rolling File Orgainzer	02/21/21	59.99	46386	03/05/21	
		5919.02.21.2	Tax Forms	02/21/21	32.06	46386	03/05/21	
		5919.02.21.2	Indeed	02/21/21	155.37	46386	03/05/21	
		5919.02.21.2	Police Job Posting	02/21/21	100.00	46386	03/05/21	
		5919.02.21.2	OLA Conference Registration	02/21/21	75.00	46386	03/05/21	
		5919.02.21.2	Golf Course Printer	02/21/21	327.00	46386	03/05/21	
		6777.02.21.2	Employee Appreciation	03/01/21	63.98	46440	03/15/21	
		8328.02.21.2	Adobe Acrobat Pro	02/21/21	14.99	46386	03/05/21	
		8328.02.21.2	Adobe Acrobat Pro	02/21/21	14.99	46386	03/05/21	
		8328.02.21.2	Amazon-USB DVD Drive	02/21/21	35.01	46386	03/05/21	
		8328.02.21.2	Planning Dept-powercord/speakers	02/21/21	33.08	46386	03/05/21	
		8336. 02.21.	Amazon-Paper Bowls	02/21/21	15.35	46386	03/05/21	
		8336. 02.21.	Amazon-trash bags	02/21/21	87.98	46386	03/05/21	
		8336. 02.21.	Amazon-PEG Board Hooks	02/21/21	31.99	46386	03/05/21	
		8336. 02.21.	Amazon-Paper plates, Bowls, Cups	02/21/21	92.62	46386	03/05/21	
		8336. 02.21.	Supplies	02/21/21	14.95-	46386	03/05/21	
					<u>10,481.77</u>			
		Total 148:						
231								
231	Bonney's AG & Auto Repair	292021	Backhoe Repair/Equipment	02/09/21	2,470.00	46448	03/22/21	

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 231:					2,470.00		
<b>281</b>							
281	Bureau of Labor & Industries	CONTRACT	Contract Fee-Prevailing Wage Rate Unit	03/01/21	460.76	46388	03/05/21
Total 281:					460.76		
<b>320</b>							
320	Canon Solutions America, Inc	4035504654	MAINTENANCE	02/24/21	63.75	46449	03/22/21
		4035518524	MAINTENANCE	02/26/21	147.82	46449	03/22/21
Total 320:					211.57		
<b>351</b>							
351	Cascade Natural Gas Corp.	1092.02.23.2	700 6th St.	02/23/21	140.37	46389	03/05/21
		1092.02.23.2	700 6th St.	02/23/21	140.37	46389	03/05/21
		1092.02.23.2	700 6th St.	02/23/21	140.37	46389	03/05/21
		3033.02.23.2	82959 Draper St.	02/23/21	162.49	46389	03/05/21
		7846.02.23.2	830 6th St.	02/23/21	290.64	46389	03/05/21
		7851.02.23.2	822 6TH ST.	02/23/21	131.32	46389	03/05/21
		8476.02.23.2	1205 W 3RD St.	02/23/21	968.82	46389	03/05/21
Total 351:					1,974.38		
<b>362</b>							
362	Center Point Large Print	1830024	Large Print Books for Library	03/01/21	140.22	46450	03/22/21
Total 362:					140.22		
<b>367</b>							
367	CenturyLink	678B02.25.2	Police Dept Phones	02/25/21	90.24	46451	03/22/21
Total 367:					90.24		
<b>391</b>							
391	CI INFORMATION MANAGMEN	0113866	Recurring Shred Services	02/28/21	48.30	46452	03/22/21
		0113867	Onsite document shred	02/28/21	48.30	46452	03/22/21
Total 391:					96.60		
<b>435</b>							
435	Commercial Tire	265331	Snow tire change over	03/03/21	63.00	46454	03/22/21
		265364	Snow tire change over	03/03/21	63.00	46392	03/05/21
		265371	Snow tire change over	03/03/21	63.00	46454	03/22/21
		265377	Snow tire change over	03/03/21	63.00	46454	03/22/21
		265382	Snow tire change over	03/04/21	63.00	46454	03/22/21
		265388	Snow tire change over	03/04/21	63.00	46454	03/22/21
		265391	Snow tire change over	03/04/21	63.00	46454	03/22/21
		265406	Snow tire change over	03/03/21	63.00	46454	03/22/21

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 435:					504.00		
<b>439</b>							
439	Concrete Special Ties, Inc.	61846	Concrete Supplies	03/16/21	82.60	46455	03/22/21
Total 439:					82.60		
<b>478</b>							
478	Creative Product Source, Inc.	CPI088581	Program Supplies	03/01/21	194.77	46456	03/22/21
Total 478:					194.77		
<b>488</b>							
488	Crystal Springs	9262940030	Water for Police Department	03/03/21	58.40	46457	03/22/21
Total 488:					58.40		
<b>550</b>							
550	DEQ - Dept. of Environmental Q	NPDES GEN	NPDES General Permit 1200-C	03/19/21	1,257.00	46459	03/22/21
		WANAPA EX	Wanapa Road and Utilities Extension Review Fee	03/03/21	244.00	46384	03/03/21
		WQ21STM-1	Water Quality Permit	03/10/21	3,282.00	46513	03/22/21
Total 550:					4,783.00		
<b>607</b>							
607	Ducote Consulting	1590	CDBG Water Grant Admin	02/26/21	1,142.50	46398	03/05/21
		1591	Business Center Grant Assistance	02/26/21	472.50	46398	03/05/21
		1591	Business Center Grant Assistance	02/26/21	472.50	46398	03/05/21
		1597	CDBG Sewer Grant Admin	02/26/21	475.00	46398	03/05/21
Total 607:					2,562.50		
<b>628</b>							
628	East Oregonian	222311	Recruiting: Maintenance Worker	03/10/21	250.00	46460	03/22/21
		222311	Recruiting Maintenance	03/10/21	250.00	46460	03/22/21
		222311	Recruiting Maintenance	03/10/21	250.00	46460	03/22/21
		234983	Invitation to bid Wanapa Road	03/11/21	576.54	46460	03/22/21
		235101	Meeting Notice:Planning Comm.	03/15/21	300.42	46460	03/22/21
Total 628:					1,626.96		
<b>635</b>							
635	Eastern Oregon Telecom, LLC	0317.03.01.2	Golf Course	03/01/21	113.49	46399	03/05/21
		8743MARCH	City Hall Internet	03/01/21	37.57	46399	03/05/21
		8743MARCH	Shop Internet	03/01/21	177.36	46399	03/05/21



Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		8743MARCH	WWTP Internet	03/01/21	450.91	46399	03/05/21
		8743MARCH	City Hall Internet	03/01/21	112.71	46399	03/05/21
		8743MARCH	Library Internet	03/01/21	301.59	46399	03/05/21
		8743MARCH	Police Dept. Internet	03/01/21	275.23	46399	03/05/21
		8743MARCH	Marina Internet	03/01/21	281.60	46399	03/05/21
	Total 635:				1,750.46		
<b>659</b>							
659	Elmer's Irrigation & Supply	294671	Golf Course Supplies	03/09/21	753.98	46461	03/22/21
	Total 659:				753.98		
<b>669</b>							
669	Engraving Specialties	7719	Plaque for City Council	02/23/21	19.95	46400	03/05/21
		7719	Plaques for City Council	02/23/21	19.95	46400	03/05/21
	Total 669:				39.90		
<b>674</b>							
674	EOTEC	8730	Annual City Donation to EOTEC	04/05/21	5,000.00	46462	03/22/21
	Total 674:				5,000.00		
<b>720</b>							
720	FERGUSON WATERWORKS #3	0682639-3	Analytics Annual Fee	03/01/21	15,910.00	46401	03/05/21
		0967274	Supplies	03/08/21	109.99	46463	03/22/21
	Total 720:				16,019.99		
<b>854</b>							
854	Gordon's Electric Inc.	J000545	Street Lighting Project	03/19/21	1,950.49	46467	03/22/21
		J000546	Street Lighting Project	03/19/21	4,408.00	46467	03/22/21
		W15039	Light Pole-Nugent	02/13/21	527.00	46403	03/05/21
		W15040	Replace photo cell for flag pole light	02/13/21	127.50	46403	03/05/21
		W15041	check pump at Wildwood Lift Station	02/13/21	105.00	46403	03/05/21
		W15192	Install feeder between panel and meter at diversion building	03/04/21	135.68	46467	03/22/21
		W15195	WWTP-Replace VFD for axial flow	03/05/21	4,251.40	46467	03/22/21
	Total 854:				11,505.07		
<b>856</b>							
856	Gotcha Covered	137744	Cleaning Services	03/06/21	443.84	46468	03/22/21
		137744	Cleaning Services	03/06/21	383.98	46468	03/22/21
		137744	Cleaning Services	03/06/21	383.98	46468	03/22/21
		137744	Cleaning Services	03/06/21	248.20	46468	03/22/21

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 856:					1,460.00		
<b>864</b>							
864	Granite Construction Company	PROGRESS	Progress Payment: Lind Rd. and Union St. Improvements	03/17/21	37,413.27	46469	03/22/21
Total 864:					37,413.27		
<b>905</b>							
905	H.D. Fowler Company	I5710438	Valve Box Base	03/04/21	62.70	46471	03/22/21
Total 905:					62.70		
<b>911</b>							
911	Hagerman Inc.	1-30388	Repair-Truck #1	03/11/21	1,637.51	46472	03/22/21
Total 911:					1,637.51		
<b>960</b>							
960	Heller & Sons Dist., Inc.	34569	Gasoline for Police Cars	02/28/21	2,277.73	46473	03/22/21
		34570	Gas for Public Works Vehicles	02/28/21	275.45	46473	03/22/21
		34570	Gas for Public Works Vehicles	02/28/21	449.63	46473	03/22/21
		34570	Gas for Public Works Vehicles	02/28/21	178.23	46473	03/22/21
		34570	Gas for Public Works Vehicles	02/28/21	446.93	46473	03/22/21
Total 960:					3,627.97		
<b>966</b>							
966	Hermiston Auto Parts, Inc.	610793	Industrial battery	03/05/21	15.48	46474	03/22/21
		611249	supplies	02/19/21	43.96	46405	03/05/21
		611330	supplies	02/22/21	33.78	46405	03/05/21
		611429	Vehicle Maintenance	02/24/21	1.00	46405	03/05/21
		611429	Vehicle Maintenance	02/24/21	1.75	46405	03/05/21
		611429	Vehicle Maintenance	02/24/21	5.00	46405	03/05/21
		611429	Vehicle Maintenance	02/24/21	1.87	46405	03/05/21
		611429	Vehicle Maintenance	02/24/21	2.87	46405	03/05/21
		611647	supplies	03/02/21	25.64	46474	03/22/21
		611976	Vehicle Maintenance	03/03/21	7.70	46474	03/22/21
		611976	Vehicle Maintenance	03/03/21	7.72	46474	03/22/21
		611976	Vehicle Maintenance	03/03/21	7.72	46474	03/22/21
		611976	Vehicle Maintenance	03/03/21	7.72	46474	03/22/21
		611976	Vehicle Maintenance	03/03/21	7.72	46474	03/22/21
Total 966:					169.93		
<b>1012</b>							
1012	Home Depot Credit Services	3041865	Marina Supplies	02/08/21	55.94	46406	03/05/21
		3612374	Water Dept. Supplies	01/29/21	70.39	46406	03/05/21

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		40377	Supplies-PD	01/22/21	5.23	46406	03/05/21
		4040921	Council Chambers	02/28/21	50.85	46406	03/05/21
		40421	Supplies	01/22/21	7.38	46406	03/05/21
		5040853	Council Chambers	01/27/21	510.95	46406	03/05/21
		6034856	Council Chambers	02/26/21	136.00	46406	03/05/21
		7040635	Supplies-City Hall	01/25/21	35.55	46406	03/05/21
		8041438	Council Chambers	02/03/21	535.92	46406	03/05/21
Total 1012:					1,408.21		
<b>1034</b>							
1034	HRA VEBA Trust Contributions	MEJIA2021	2021 Contribution New Hire-Mejia	03/22/21	300.00	46476	03/22/21
		NATHANBIG	Nathan Bighill Contribution	03/01/21	270.00	46407	03/05/21
		NATHANBIG	Nathan Bighill Contribution	03/01/21	30.00	46407	03/05/21
		WAY2021	HRA VEBA Contribution-Thomas Way	04/01/21	900.00	46476	03/22/21
Total 1034:					1,500.00		
<b>1060</b>							
1060	Ingram	51575852	Library Books	02/24/21	34.19	46408	03/05/21
		51575853	Library Books	02/24/21	139.11	46408	03/05/21
		51575854	Library Books	02/24/21	16.79	46408	03/05/21
		51575855	Library Books	02/24/21	52.48	46408	03/05/21
		51724635	Library Books	03/04/21	66.01	46477	03/22/21
		51724636	Library Books	03/04/21	37.35	46477	03/22/21
		51724637	Library Books	03/04/21	29.58	46477	03/22/21
		51777000	Library Books	03/10/21	34.79	46477	03/22/21
		51777001	Library Books	03/08/21	16.19	46477	03/22/21
		51777002	Library Books	03/08/21	9.75	46477	03/22/21
		51777003	Library Books	03/08/21	17.39	46477	03/22/21
		51777004	Library Books	03/08/21	248.49	46477	03/22/21
Total 1060:					702.12		
<b>1068</b>							
1068	Intermountain ESD	598T070003	Printers For Remote Work Stations	11/30/20	1,841.80	46142	01/08/21
		598T070003	Printers For Remote Work Stations	11/30/20	1,841.80-		
		598T070003	Printers for remote work	11/30/20	1,841.80	46478	03/22/21
		598T070034	Computer Equipment	12/02/20	3,718.48	46478	03/22/21
		598T071083	Fiber Optic Cable	03/09/21	33.97	46478	03/22/21
		598T071138	Scott's printer	03/04/21	378.14	46478	03/22/21
		598T071175	Computer support equipment	03/02/21	5.61	46478	03/22/21
		598T071200	Computer Equipment	03/07/21	309.75	46478	03/22/21
Total 1068:					6,287.75		
<b>1089</b>							
1089	J U B Engineers, Inc.	141097	Umatilla Water Master Plan	03/08/21	4,186.47	46479	03/22/21
		141116	Lind Road Improvements	03/09/21	142.96	46479	03/22/21

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		141117	6th Street Improvements	03/09/21	5,517.80	46479	03/22/21
		141258	Umatilla On-Call Engineering Services	03/15/21	96.64	46479	03/22/21
		141258	Umatilla On-Call Engineering Services	03/15/21	96.63	46479	03/22/21
		141266	Wanapa Road and Utilities Extension	03/15/21	22,309.40	46479	03/22/21
		141268	Fishing Shack and Boat Launch Estimates	03/15/21	1,948.70	46479	03/22/21
		141269	Power City-Brownell Water Improvements	03/15/21	12,676.72	46479	03/22/21
		141270	Risk and Resilience Assessment	03/15/21	1,856.50	46479	03/22/21
		141271	Kiwanis Falls Concept Phase	03/15/21	1,345.50	46479	03/22/21
	Total 1089:				50,177.32		
<b>1112</b>							
1112	Jimmy's Johns Portable Toilets L	13555	Marina & RV Park - 2 Units	03/01/21	195.00	46480	03/22/21
	Total 1112:				195.00		
<b>1187</b>							
1187	Kids Reference Co.	KRC02-9703	Books for Library	02/19/21	147.91	46481	03/22/21
	Total 1187:				147.91		
<b>1189</b>							
1189	KIE Supply Corp	2037665-01	Sprinkler Parts	02/01/21	516.60	46482	03/22/21
		2039136	Sprinkler Parts	03/04/21	155.59	46482	03/22/21
		2039144	Sprinkler Parts	03/04/21	10.18	46482	03/22/21
		2039265	supplies	03/05/21	36.72	46482	03/22/21
		2040073	Sprinkler Parts	03/19/21	53.65	46482	03/22/21
	Total 1189:				752.38		
<b>1211</b>							
1211	Krogh, Theresa	FEBRUARY2	Weddings	03/01/21	50.00	46410	03/05/21
	Total 1211:				50.00		
<b>1221</b>							
1221	Kuo Testing Labs, Inc.	21B0186	TRCI Lab Tests TBR	02/19/21	85.10	46411	03/05/21
		21B0237	TRCI Lab Tests TBR	02/21/21	85.10	46411	03/05/21
		21B0299	TRCI Lab Tests TBR	02/25/21	85.10	46483	03/22/21
	Total 1221:				255.30		
<b>1226</b>							
1226	L.N. Curtis and Sons	INV469680	Uniform	03/05/21	48.50	46484	03/22/21
	Total 1226:				48.50		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
<b>1460</b>							
1460	Midamerica Books	525103	Books for Library	12/28/20	56.85	46413	03/05/21
Total 1460:					56.85		
<b>1559</b>							
1559	NOLAND DOOR CO INC.	44946	Doors-Water Dept.	02/12/21	2,848.00	46486	03/22/21
Total 1559:					2,848.00		
<b>1561</b>							
1561	Norco Inc.	31490942	Cylinder Rental	02/28/21	40.04	46414	03/05/21
		31490942	Cylinder Rental	02/28/21	40.04	46414	03/05/21
Total 1561:					80.08		
<b>1580</b>							
1580	NW Farm Supply Inc.	2102-042134	Supplies Street Dept	02/12/21	149.99	46487	03/22/21
Total 1580:					149.99		
<b>1610</b>							
1610	OMA	2021	Annual Dues, Mayor	03/01/21	139.00	46415	03/05/21
Total 1610:					139.00		
<b>1615</b>							
1615	One Call Concepts, Inc.	1020504	Notification Center	02/28/21	170.52	46416	03/05/21
Total 1615:					170.52		
<b>1636</b>							
1636	Oregon Dept of Revenue	FEBRUARY2	State Court Assessments	03/01/21	21,531.22	46417	03/05/21
Total 1636:					21,531.22		
<b>1676</b>							
1676	OXARC Inc.	31186270	Supplies	02/18/21	39.26	46418	03/05/21
		31196044	Supplies	03/01/21	75.96	46489	03/22/21
Total 1676:					115.22		
<b>1684</b>							
1684	Pacific Power	0010.02.24.2	820 6th St.	02/16/21	87.06	46419	03/05/21
		0010.03.17.2	820 6th St.	03/17/21	82.41	46490	03/22/21
		0013.02.15.2	Hwy. 395 & 730 Interi	02/15/21	2,578.59	46419	03/05/21
		0013.03.16.2	Highway 395 & 730 Interti Well	03/16/21	2,633.11	46490	03/22/21
		0021.02.26.2	McNary Industrial	02/26/21	6,680.60	46419	03/05/21
		0028.02.24.2	2 50IHP Pump at LK Umatilla	02/24/21	364.35	46419	03/05/21
		0039.02.25.2	McFarland Well	02/25/21	2,094.49	46419	03/05/21
		0054.03.02.2	City Pk Rest Room	03/02/21	168.34	46490	03/22/21

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		0062.02.16.2	Shop Complex	02/16/21	26.79	46419	03/05/21
		0062.03.17.2	Shop Complex	03/17/21	29.86	46490	03/22/21
		0070.02.15.2	8th & F SE Corner	02/15/21	275.98	46419	03/05/21
		0070.03.17.2	8th & F SE Corner	03/17/21	291.98	46490	03/22/21
		0088.02.15.2	8th & E St SS Park	02/15/21	132.52	46419	03/05/21
		0088.03.16.2	8th & E St SS Park	03/16/21	141.70	46490	03/22/21
		0096.02.24.2	6th & A St.	02/24/21	28.11	46419	03/05/21
		0104.02.26.2	Street Lights	02/26/21	2,679.77	46419	03/05/21
		0112.02.24.2	800 6th St.	02/24/21	229.15	46419	03/05/21
		0112.02.24.2	800 6th St.	02/24/21	45.01	46419	03/05/21
		0112.02.24.2	800 6th St.	02/24/21	229.15	46419	03/05/21
		0112.02.24.2	800 6th St.	02/24/21	229.17	46419	03/05/21
		0112.03.17.2	800 6th St.	03/17/21	244.86	46490	03/22/21
		0112.03.17.2	800 6th St.	03/17/21	244.85	46490	03/22/21
		0112.03.17.2	800 6th St.	03/17/21	244.86	46490	03/22/21
		0112.03.17.2	800 6th St.	03/17/21	50.44	46490	03/22/21
		0120.02.24.2	632 D St. Umatilla OR	02/24/21	769.86	46419	03/05/21
		0120.03.16.2	632 D St. Umatilla OR	03/16/21	721.46	46490	03/22/21
		0146.02.24.2	Bud Draper Dr.	02/24/21	2,391.31	46419	03/05/21
		0146.03.16.2	Bud Draper Dr.	03/16/21	3,387.58	46490	03/22/21
		0153.02.24.2	Water Booster Station	02/24/21	1,395.77	46419	03/05/21
		0153.03.17.2	Water Booster Station	03/17/21	1,004.97	46490	03/22/21
		0161.02.16.2	Port Well	02/16/21	3,955.34	46419	03/05/21
		0161.03.17.2	Port Well	03/17/21	3,874.59	46490	03/22/21
		0179.02.26.2	285 Radar Rd.	02/26/21	595.60	46419	03/05/21
		0187.02.15.2	Div 7 Naches Ave Lift	02/12/21	29.20	46419	03/05/21
		0187.03.16.2	Div 7 Naches Ave Lift	03/16/21	30.20	46490	03/22/21
		0377.02.24.2	Bath House Marina	02/24/21	1,012.49	46419	03/05/21
		0385.02.24.2	Fish Cleaning Station	02/24/21	18.53	46419	03/05/21
		0393.02.24.2	West End Comfort Station	02/24/21	2.81	46419	03/05/21
		0401.03.02.2	15 HP Pump Marina Levy	03/02/21	87.81	46490	03/22/21
		0419.02.24.2	Quincy Ave. N 2nd @ Marina	02/24/21	470.55	46419	03/05/21
		0427.02.24.2	Marina Indust	02/24/21	1,582.75	46419	03/05/21
		0435.03.02.2	1710 Quincy St.	03/02/21	950.17	46490	03/22/21
		0443.02.12.2	Marina Lights	02/12/21	134.39	46419	03/05/21
		0443.03.15.2	Marina Lights	03/15/21	134.39	46490	03/22/21
		0476.02.24.2	ABT 30322 Highway 730	02/24/21	25.15	46419	03/05/21
		0500.02.24.2	129 Walla Walla St.	02/24/21	240.97	46419	03/05/21
		<b>Total 1684:</b>			<b>42,629.04</b>		
<b>1715</b>							
1715	Pea Ridge Embroidery	37195	Caps	02/02/21	203.00	46420	03/05/21
		37226	Caps	02/24/21	151.00	46420	03/05/21
		37252	Comm Tree Planting Event	03/10/21	2,900.00	46491	03/22/21
		37253	City Manage Clothing Allowance	03/10/21	80.94	46491	03/22/21
		37254	Embroider Caps for City	03/10/21	493.00	46491	03/22/21
		<b>Total 1715:</b>			<b>3,827.94</b>		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
<b>1770</b>							
1770	Popular Subscription Service	SW-05158	Library Periodicals	02/05/21	252.13	46422	03/05/21
Total 1770:					252.13		
<b>1774</b>							
1774	Postmaster	2021BOX277	Marina Po Box Rental	03/01/21	148.00	46423	03/05/21
		PRESORTP	Permit 26	04/01/21	122.50	46494	03/22/21
		PRESORTP	Permit 26	04/01/21	122.50	46494	03/22/21
Total 1774:					393.00		
<b>1791</b>							
1791	PRO RENTAL & SALES, INC.	1500529-000	Clean up lot on Radar Rd.	01/08/21	1,163.60	46424	03/05/21
		1500823-000	Clean up lot on Radar Rd.	01/07/21	1,116.16	46424	03/05/21
		1504696-000	Trencher-Parks	01/20/21	135.25	46424	03/05/21
		1513926-000	Golf Course	03/04/21	331.60	46496	03/22/21
		1515555-000	sod cutter rental	03/09/21	51.04	46496	03/22/21
Total 1791:					2,797.65		
<b>1818</b>							
1818	Quill Corporation	14689784	Office Supplies	02/17/21	39.97	46425	03/05/21
		14689784	Office Supplies	02/17/21	7.94	46425	03/05/21
		14689784	Office Supplies	02/17/21	16.01	46425	03/05/21
		14689784	Office Supplies	02/17/21	23.95	46425	03/05/21
		14689784	Office Supplies	02/17/21	23.95	46425	03/05/21
		14689784	Office Supplies	02/17/21	16.01	46425	03/05/21
		14689784	Office Supplies	02/17/21	2.36	46425	03/05/21
		14830903	Office Supplies	02/23/21	50.96	46497	03/22/21
		14830903	Office Supplies	02/23/21	10.12	46497	03/22/21
		14830903	Office Supplies	02/23/21	20.42	46497	03/22/21
		14830903	Office Supplies	02/23/21	30.54	46497	03/22/21
		14830903	Office Supplies	02/23/21	30.54	46497	03/22/21
		14830903	Office Supplies	02/23/21	20.42	46497	03/22/21
		14830903	Office Supplies	02/23/21	2.98	46497	03/22/21
		14830903	Comm Tree Planting Supplies	02/23/21	99.76	46497	03/22/21
		14937582	Office Supplies	02/26/21	42.54	46497	03/22/21
		14937582	Office Supplies	02/26/21	8.45	46497	03/22/21
		14937582	Office Supplies	02/26/21	17.05	46497	03/22/21
		14937582	Office Supplies	02/26/21	25.50	46497	03/22/21
		14937582	Office Supplies	02/26/21	25.50	46497	03/22/21
		14937582	Office Supplies	02/26/21	17.05	46497	03/22/21
		14937582	Office Supplies	02/26/21	2.49	46497	03/22/21
		14937582	Comm. Tree Planting supplies	02/26/21	263.40	46497	03/22/21
		14937585	Office Supplies	02/26/21	3.56	46497	03/22/21
		14937585	Office Supplies	02/26/21	.71	46497	03/22/21
		14937585	Office Supplies	02/26/21	1.43	46497	03/22/21
		14937585	Office Supplies	02/26/21	2.13	46497	03/22/21
		14937585	Office Supplies	02/26/21	2.13	46497	03/22/21
		14937585	Office Supplies	02/26/21	1.43	46497	03/22/21

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		14937585	Office Supplies	02/26/21	.20	46497	03/22/21
		14937915	Office Supplies	02/26/21	9.58	46497	03/22/21
		14937915	Office Supplies	02/26/21	1.90	46497	03/22/21
		14937915	Office Supplies	02/26/21	3.84	46497	03/22/21
		14937915	Office Supplies	02/26/21	5.74	46497	03/22/21
		14937915	Office Supplies	02/26/21	5.74	46497	03/22/21
		14937915	Office Supplies	02/26/21	3.84	46497	03/22/21
		14937915	Office Supplies	02/26/21	.56	46497	03/22/21
		15119431	Office Supplies	03/05/21	5.39	46497	03/22/21
		15119431	Office Supplies	03/05/21	1.07	46497	03/22/21
		15119431	Office Supplies	03/05/21	2.16	46497	03/22/21
		15119431	Office Supplies	03/05/21	3.23	46497	03/22/21
		15119431	Office Supplies	03/05/21	3.23	46497	03/22/21
		15119431	Office Supplies	03/05/21	2.16	46497	03/22/21
		15119431	Office Supplies	03/05/21	.32	46497	03/22/21
		15119431	Comm. Tree Planting supplies	03/05/21	520.66	46497	03/22/21
		15260788	Office Supplies	03/11/21	133.38	46497	03/22/21
		15260788	Office Supplies	03/11/21	26.50	46497	03/22/21
		15260788	Office Supplies	03/11/21	53.44	46497	03/22/21
		15260788	Office Supplies	03/11/21	79.94	46497	03/22/21
		15260788	Office Supplies	03/11/21	79.94	46497	03/22/21
		15260788	Office Supplies	03/11/21	53.44	46497	03/22/21
		15260788	Office Supplies	03/11/21	7.82	46497	03/22/21
		15260792	Office Supplies	03/11/21	21.18	46497	03/22/21
		15260792	Office Supplies	03/11/21	4.21	46497	03/22/21
		15260792	Office Supplies	03/11/21	8.48	46497	03/22/21
		15260792	Office Supplies	03/11/21	12.69	46497	03/22/21
		15260792	Office Supplies	03/11/21	12.69	46497	03/22/21
		15260792	Office Supplies	03/11/21	8.48	46497	03/22/21
		15260792	Office Supplies	03/11/21	1.25	46497	03/22/21
		15262437	Office Supplies	03/11/21	4.10	46497	03/22/21
		15262437	Office Supplies	03/11/21	.81	46497	03/22/21
		15262437	Office Supplies	03/11/21	1.64	46497	03/22/21
		15262437	Office Supplies	03/11/21	2.46	46497	03/22/21
		15262437	Office Supplies	03/11/21	2.46	46497	03/22/21
		15262437	Office Supplies	03/11/21	1.64	46497	03/22/21
		15262437	Office Supplies	03/11/21	.25	46497	03/22/21
		15280696	Office Supplies	03/12/21	3.68	46497	03/22/21
		15280696	Office Supplies	03/12/21	.73	46497	03/22/21
		15280696	Office Supplies	03/12/21	1.47	46497	03/22/21
		15280696	Office Supplies	03/12/21	2.20	46497	03/22/21
		15280696	Office Supplies	03/12/21	2.20	46497	03/22/21
		15280696	Office Supplies	03/12/21	1.47	46497	03/22/21
		15280696	Office Supplies	03/12/21	.23	46497	03/22/21
Total 1818:					1,907.70		
<b>1846</b>							
1846	RDO Equipment Co.	P1439965	John Deere Mower Parts	02/26/21	214.50	46426	03/05/21
		P1574565	John Deere Mower Parts	03/16/21	232.92	46498	03/22/21



Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 1846:					447.42		
<b>1940</b>							
1940	SANDOVAL, NANCI	03.19.2021	Reimburse for office lunch	03/19/21	86.25	46501	03/22/21
Total 1940:					86.25		
<b>1943</b>							
1943	Sanitary Disposal, Inc.	FEB2021	Refuse Collection	02/28/21	56,241.70	46429	03/05/21
Total 1943:					56,241.70		
<b>2059</b>							
2059	Smitty's Ace Hardware	644721	Supplies	01/27/21	84.91	46504	03/22/21
		645216	Supplies	02/04/21	109.56	46504	03/22/21
		646386	Supplies	02/25/21	79.96	46430	03/05/21
		646541	Supplies	03/01/21	16.49	46504	03/22/21
		646542	Supplies	03/01/21	17.91	46504	03/22/21
		646543	Supplies	03/01/21	5.97	46504	03/22/21
		646544	Return	03/01/21	11.94-	46504	03/22/21
		646721	Golf Course Supplies	03/03/21	36.43	46504	03/22/21
		646730	Supplies	03/03/21	819.94	46430	03/05/21
		646731	Supplies	03/03/21	419.96-	46504	03/22/21
		647031	Golf Course Supplies	03/08/21	11.78	46504	03/22/21
		647289	Golf Course Supplies	03/11/21	30.98	46504	03/22/21
		647458	Keys-Marina	03/10/21	39.80	46504	03/22/21
		647458	Master Locks-Water	03/10/21	155.88	46504	03/22/21
Total 2059:					977.71		
<b>2076</b>							
2076	Specks Printing	8321	Printed Forms and Supplies	03/04/21	123.64	46505	03/22/21
		8321	Printed Forms and Supplies	03/04/21	24.73	46505	03/22/21
		8321	Printed Forms and Supplies	03/04/21	49.46	46505	03/22/21
		8321	Printed Forms and Supplies	03/04/21	7.07	46505	03/22/21
		8321	Printed Forms and Supplies	03/04/21	74.18	46505	03/22/21
		8321	Printed Forms and Supplies	03/04/21	74.17	46505	03/22/21
Total 2076:					353.25		
<b>2138</b>							
2138	SYNCHRONY BANK/AMAZON	4373985956	Library Supplies	01/21/21	7.99	46431	03/05/21
		4373985956	Library Supplies	01/21/21	17.66	46431	03/05/21
		4377486979	Library	02/11/21	47.97	46431	03/05/21
		4399673355	Program Supplies	02/12/21	99.98	46431	03/05/21

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 2138:					173.60		
<b>2148</b>							
2148	Talos Engineering, Inc.	1714	McFarland	03/10/21	606.98	46506	03/22/21
Total 2148:					606.98		
<b>2186</b>							
2186	The Radar Shop Inc.	13356	Recertify Radar Units Police	03/02/21	1,136.00	46507	03/22/21
Total 2186:					1,136.00		
<b>2214</b>							
2214	Tom Denchel Ford Country	513463	parts	01/12/21	120.43	46508	03/22/21
		513555	parts	01/20/21	3.00	46508	03/22/21
		513611	parts	01/26/21	205.75	46508	03/22/21
Total 2214:					329.18		
<b>2273</b>							
2273	Umatilla County Finance Dept	FEBRUARY2	County Assessment	03/01/21	2,655.78	46433	03/05/21
Total 2273:					2,655.78		
<b>2278</b>							
2278	Umatilla County Sheriff's Ofc	02210304-00	911 Dispatch Services	03/04/21	25,970.00	46434	03/05/21
Total 2278:					25,970.00		
<b>2281</b>							
2281	Umatilla Elect. Coop. Assoc.	4907.03.01.2	Lights for Waterfall	03/01/21	36.23	46509	03/22/21
		6190.03.01.2	Sewer Pump	03/01/21	65.51	46509	03/22/21
		6190.03.01.2	Beach Access	03/01/21	70.00	46509	03/22/21
		7216.03.01.2	Sewer Pump	03/01/21	44.92	46509	03/22/21
		7216.03.01.2	Street Lights	03/01/21	70.55	46509	03/22/21
Total 2281:					287.21		
<b>2293</b>							
2293	Unifirst Corporation	1430288273	Bldg Maint/Supplies CH/Library	02/05/21	66.58	46510	03/22/21
		1430288273	Bldg Maint/Supplies CH/Library	02/05/21	103.14	46510	03/22/21
		1430288273	Bldg Maint/Supplies CH/Library	02/05/21	103.14	46510	03/22/21
		1430289360	Bldg Maint/Supplies CH/Library	02/19/21	49.13	46510	03/22/21
		1430289360	Bldg Maint/Supplies CH/Library	02/19/21	76.11	46510	03/22/21
		1430289360	Bldg Maint/Supplies CH/Library	02/19/21	76.10	46510	03/22/21
		1430289916	Bldg Maint/Supplies				

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
			CH/Library	02/26/21	49.13	46510	03/22/21
		1430289916	Bldg Maint/Supplies	02/26/21	76.11	46510	03/22/21
			CH/Library				
		1430289916	Bldg Maint/Supplies	02/26/21	76.10	46510	03/22/21
			CH/Library				
		1430290457	Bldg Maint/Supplies	03/05/21	50.61	46510	03/22/21
			CH/Library				
		1430290457	Bldg Maint/Supplies	03/05/21	78.40	46510	03/22/21
			CH/Library				
		1430290457	Bldg Maint/Supplies	03/05/21	78.41	46510	03/22/21
			CH/Library				
	Total 2293:				882.96		
<b>2307</b>							
2307	UPS	0000084WV8	PD Postage	02/20/21	1.09	46437	03/05/21
	Total 2307:				1.09		
<b>2314</b>							
2314	USA Bluebook Inc.	524053	Public Works Equip	03/08/21	832.41	46511	03/22/21
	Total 2314:				832.41		
<b>2337</b>							
2337	Verizon Wireless	9873477297	Mobile Hotspots	02/15/21	140.61	46438	03/05/21
		9874626108	Police Cell Phones	03/01/21	1,152.78	46512	03/22/21
		9874626108	Public Works Phones	03/01/21	228.10	46512	03/22/21
		9874626108	Public Works Phones	03/01/21	228.10	46512	03/22/21
	Total 2337:				1,749.59		
<b>2361</b>							
2361	Walmart Community	012821	Parks and Rec Program	01/28/21	67.37	46439	03/05/21
	Total 2361:				67.37		
<b>2491</b>							
2491	Silver Creek Contracting LLC	20193	6th Street	12/31/20	8,683.41	46503	03/22/21
	Total 2491:				8,683.41		
<b>2557</b>							
2557	Hermiston Ranch & Home	1480201229	Generator and supplies	01/26/21	1,439.95	46475	03/22/21
	Total 2557:				1,439.95		
<b>2561</b>							
2561	Prestige Worldwide Technologie	1379496	Port Well Clay Valve Repair	02/15/21	5,268.70	46495	03/22/21
	Total 2561:				5,268.70		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
<b>2647</b>							
2647	Pinnock, David Wayne	127	Park Concessionaire Services	03/10/21	6,500.00	46493	03/22/21
Total 2647:					6,500.00		
<b>2695</b>							
2695	Umpqua Research Company	T003503	Coliforms	12/17/20	30.00	46173	Multiple
		T003503	Coliforms	12/17/20	30.00-		
		T003561	Coliforms	12/22/20	90.00	46173	Multiple
		T003561	Coliforms	12/22/20	90.00-		
		T003912	Coliforms	02/19/21	240.00	46436	03/05/21
		T003950	Coliforms	02/26/21	30.00	46436	03/05/21
Total 2695:					270.00		
<b>2723</b>							
2723	T Mobile	8369.03.01.2	Library hotspots	03/01/21	86.78	46432	03/05/21
Total 2723:					86.78		
<b>2754</b>							
2754	GreenPlay LLC	7220	Consulting Master Park Plan	03/10/21	2,388.75	46470	03/22/21
Total 2754:					2,388.75		
<b>2777</b>							
2777	Law Offices of Peter D. Mohr	94	BRGC Legal	02/20/21	675.00	46485	03/22/21
		95	Water Supply Legal	02/20/21	1,425.00	46485	03/22/21
Total 2777:					2,100.00		
<b>2815</b>							
2815	Rosales, Pablo	MARCH2021	Restitution	03/01/21	20.00	46427	03/05/21
Total 2815:					20.00		
<b>2852</b>							
2852	City of Umatilla	21026002.03	1810 Quincy Ave.	03/01/21	803.36	46391	03/05/21
		75308092.03	Golf Course Refuse	03/01/21	114.80	46391	03/05/21
		8092.02.28.2	Golf Course Refuse	02/28/21	114.80	46453	03/22/21
Total 2852:					1,032.96		
<b>2892</b>							
2892	First Book Marketplace	700393515	Books	02/19/21	43.20	46465	03/22/21
Total 2892:					43.20		
<b>2922</b>							
2922	City of Hermiston	0001.02.28.2	De-icer	02/28/21	18.60	46390	03/05/21

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 2922:					18.60		
<b>2924</b>							
2924	Blackstone Publishing	1209733	audio books	02/02/21	112.56	46447	03/22/21
		1209857	audio books	02/03/21	26.94	46447	03/22/21
		1211766	audio books	03/02/21	53.88	46447	03/22/21
Total 2924:					193.38		
<b>2938</b>							
2938	Khehra Brothers LLC	MARCH2021	Pro Shop Rent March 2021	03/01/21	1,200.00	46409	03/05/21
Total 2938:					1,200.00		
<b>2946</b>							
2946	GC Management LLC.	LIQUORSAL	Liquor Sales Reimbursement	03/01/21	1,298.00	46466	03/22/21
		MARCH2021	Golf Course Management	03/01/21	19,570.00	46402	03/05/21
		MARCH2021	Liquor Sales Reimbursement	03/01/21	375.00	46402	03/05/21
		REIMBURSE	Golf Course Supply Reimbursements	03/15/21	1,218.90	46466	03/22/21
		REIMBURSE	February Processing Fees	03/01/21	63.06	46466	03/22/21
		VERN'SJANI	Reimburse for Vern's Invoice	01/28/21	311.80	46466	03/22/21
Total 2946:					22,836.76		
<b>2960</b>							
2960	Pendleton Bottling Co.	1080777	Retail for Golf Course	03/05/21	445.25	46492	03/22/21
Total 2960:					445.25		
<b>2969</b>							
2969	H & N Electric	58266	20Hp Wemco sub pump-repair	02/25/21	7,121.99	46404	03/05/21
Total 2969:					7,121.99		
<b>2976</b>							
2976	Rene Menchaca	N-486	6th Street Tree Installation	03/16/21	11,552.50	46499	03/22/21
Total 2976:					11,552.50		
<b>2981</b>							
2981	Doug's Septic Service Inc.	20081	Portable Toilet-Golf Course	02/28/21	225.00	46397	03/05/21
Total 2981:					225.00		
<b>2984</b>							
2984	Dietz, Sherdon	43144031	Utility Refund	03/01/21	96.19	46395	03/05/21

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 2984:					96.19		
<b>2985</b>							
2985	Dooley, Akasha	69014061	Utility Refund	03/01/21	61.91	46396	03/05/21
Total 2985:					61.91		
<b>2986</b>							
2986	Umatilla Little League	2021SPONS	Team Sponsorship	03/01/21	300.00	46435	03/05/21
Total 2986:					300.00		
<b>2987</b>							
2987	Depriest, Verlan	2666PHEAS	Refund Utility	03/01/21	34.75	46394	03/05/21
Total 2987:					34.75		
<b>2988</b>							
2988	Marin, Cesar G.	210171MARI	Paid Wrong Court-Cesar Marin	03/01/21	265.00	46412	03/05/21
Total 2988:					265.00		
<b>2989</b>							
2989	Del Grosso, Diana L.	210180DELG	Overpayment 210180 Del Grosso	03/01/21	20.00	46393	03/05/21
Total 2989:					20.00		
<b>2990</b>							
2990	Petersen, Kurt	210245PETE	210245 Kurt E. Petersen-Overpayment	03/01/21	215.00	46421	03/05/21
Total 2990:					215.00		
<b>2991</b>							
2991	RT Transport Inc.	210335WILLI	Overpayment-Jeremy Williams 210335	03/01/21	450.00	46428	03/05/21
Total 2991:					450.00		
<b>2992</b>							
2992	Bob Boyd Trucking, Inc.	210325JOHN	Trent R. Johnson-Overpayment 210325	03/01/21	215.00	46387	03/05/21
Total 2992:					215.00		
<b>2993</b>							
2993	Oregon Liquor Control Commissi	GOLFCOUR	Golf Course OLCC License	03/01/21	400.00	46488	03/22/21
Total 2993:					400.00		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
<b>2994</b>							
2994	Rico, Valerie	4MARTINDR	Utility Refund-4 Martin Dr.	03/08/21	15.44	46500	03/22/21
Total 2994:					15.44		
<b>2996</b>							
2996	Signature Graphics, Inc.	56983	Activity Guide	03/05/21	995.91	46502	03/22/21
Total 2996:					995.91		
<b>2997</b>							
2997	Columbia River Walleye Anglers	WALLEYE21	Sponsorship	03/11/21	1,000.00	46441	03/18/21
Total 2997:					1,000.00		
<b>2998</b>							
2998	Fertterer, Austin & Candice	9MARTINDR	Utility refund	03/18/21	75.00	46464	03/22/21
Total 2998:					75.00		
<b>2999</b>							
2999	Davis, David W.	177PINETRE	Utility Refund	03/19/21	140.54	46458	03/22/21
Total 2999:					140.54		
<b>3000</b>							
3000	A and A Drilling Service Inc.	51292	Isolation Valve Insert	03/02/21	8,940.00	46442	03/22/21
Total 3000:					8,940.00		
Grand Totals:					422,370.53		

Report Criteria:

Detail report type printed

CITY OF UMATILLA, OREGON

# AGENDA BILL

<b>Agenda Title:</b> A Proclamation Honoring Correctional Staff	<b>Meeting Date:</b> 2021-04-06
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<b>Department:</b> City Administration	<b>Director:</b> David Stockdale	<b>Contact Person:</b> Nanci Sandoval	<b>Phone Number:</b>
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<b>Cost of Proposal:</b> NA	<b>Fund(s) Name and Number(s):</b> N/A
<b>Amount Budgeted:</b> NA	

<b>Reviewed by Finance Department:</b> No	<b>Previously Presented:</b> April 2019
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**Attachments to Agenda Packet Item:**

[PROCLAMATION TRCI 2021.docx](#)

<b>Summary Statement:</b> Motion to Approve our Proclamation Honoring Correctional Staff.
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<b>Consistent with Council Goals:</b> Goal 3: Enhance and Cultivate Relationships and Partnerships.
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**A PROCLAMATION FROM THE MAYOR  
HONORING CORRECTIONAL STAFF**

**WHEREAS**, the nations' correctional employees and the employees of Two Rivers Correctional Institution have dedicated themselves to providing a safe, secure and humane environment for those adults in custody housed throughout the nation's correctional system; and

**WHEREAS**, Two Rivers Correctional Institution employees are committed to insuring that the citizens of the City of Umatilla, Umatilla County and the State of Oregon are safe from harm and that adults in custody in their care are secure within the TRCI facilities; and

**WHEREAS**, employees of Two Rivers Correctional Institution have always demonstrated their support of the City of Umatilla's efforts toward making this City a better place to live and work; and

**WHEREAS**, the City of Umatilla recognizes that the employees of Two Rivers Correctional Institution have contributed many volunteer hours to our community; and

**WHEREAS**, the residents of the City of Umatilla declare their support for the correctional programs of Two Rivers Correctional Institution and to the employees thereof, and

**WHEREAS**, correctional officers are most deserving of our respect, our thanks, and the highest praise. The men and women working in corrections make a difference in our community.

**NOW THEREFORE**, I, Mary Dedrick, Mayor of the City of Umatilla, do hereby proclaim the week of May 2nd, 2021 through May 8th, 2021 as

**TWO RIVERS CORRECTIONAL INSTITUTION EMPLOYEE RECOGNITION WEEK**

**In the City of Umatilla, County of Umatilla, Oregon.**

**IN WITNESS WHEREOF**, I have hereunto set my hand this 6<sup>th</sup> day of April, 2021 and caused the seal of the City of Umatilla to be affixed.

\_\_\_\_\_  
**Mary Dedrick, Mayor**

CITY OF UMATILLA, OREGON

# AGENDA BILL

<b>Agenda Title:</b> Resolution No. 43-2021 - A resolution adopting a compensation plan for fiscal year 2021-22 and repealing pay plan and position levels of Resolution No. 53-2020	<b>Meeting Date:</b> 2021-04-06
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<b>Department:</b> Finance & Administrative Services	<b>Director:</b> Melissa Ince	<b>Contact Person:</b> Melissa Ince	<b>Phone Number:</b>
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<b>Cost of Proposal:</b> N/A	<b>Fund(s) Name and Number(s):</b> N/A
<b>Amount Budgeted:</b> N/A	

<b>Reviewed by Finance Department:</b> Yes	<b>Previously Presented:</b> 03/16/2021
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**Attachments to Agenda Packet Item:**

[RES 43-2021.doc](#)

[RES 43-2021 Schedule A-C.pdf](#)

<b>Summary Statement:</b> Motion to approve Resolution No. 43-2021
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<b>Consistent with Council Goals:</b> Goal 5 : Perform at the Highest Levels of Operational Excellence
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**RESOLUTION NO. 43-2021**

**A RESOLUTION ADOPTING A COMPENSATION PLAN FOR FISCAL YEAR 2021-22 AND REPEALING PAY PLAN AND POSITION LEVELS OF RESOLUTION NO. 53-2020**

**WHEREAS**, the City Council reviews the employees' compensation on an annual basis in conjunction with the annual budget process; and

**WHEREAS**, the proposed pay scale recommends the creation of the Building Permit Specialist, Human Resources Analyst, Golf Course Superintendent and Golf Course Administrative Supervisor positions; and

**WHEREAS**, the City Council has directed City Administration staff to establish a highly competitive employee compensation package, including salary and other benefits, to encourage recruitment and retention of highly qualified and exceptional staff, and to ensure minimal disruptions in City operations and produce cost savings through low turnover rates; and

**WHEREAS**, City Administration is recommending a 2% cost-of-living adjustment (COLA) for all non-union represented employees Grade Level A through Grade Level L (formerly Grade Level K); and

**WHEREAS**, City Administration is recommending a market adjusted increase of approximately 16% to Grade Level M (formerly Grade Level L); and

**NOW THEREFORE, BE IT RESOLVED** by the Mayor and Council of the City of Umatilla, Oregon, that the pay plan adopted by Resolution 53-2020 and accompanying "position levels" of Resolution 53-2020 be repealed and superseded as follows:

Section 1: Schedule A attached sets forth the basic salary grade levels and increment steps for City of Umatilla employees, **EXCEPT** Police Bargaining Unit positions, to provide equitable pay for employees for fiscal year 2021-22.

Section 2: Schedule B sets forth respective position titles which shall be assigned to the salary grade levels.

Section 3: Schedule C annualizes the pay schedule as required by our existing payroll program.

Section 4: This Resolution shall be effective, July 1, 2021, with the exception of Grade Level G which shall be effective immediately to allow for hiring of the two newly created positions.

**PASSED** by the Council and Signed by the Mayor this 6<sup>th</sup> day of April, 2021.

ATTEST:

\_\_\_\_\_  
Mary Detric, Mayor

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

**SCHEDULE A (Monthly) Resolution #43-2021**

GRADE LEVEL	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9
A	2,674	2,757	2,843	2,930	3,021	3,115	3,211	3,310	3,413
B	3,229	3,329	3,432	3,538	3,649	3,761	3,877	3,997	4,121
C	3,599	3,710	3,824	3,942	4,065	4,190	4,320	4,453	4,591
D	3,808	3,925	4,046	4,172	4,300	4,434	4,571	4,712	4,858
E	4,464	4,601	4,744	4,891	5,072	5,198	5,358	5,524	5,695
F	5,402	5,541	5,683	5,828	5,978	6,131	6,288	6,446	6,609
G	5,652	5,784	5,919	6,056	6,197	6,341	6,489	6,638	6,791
H	6,267	6,395	6,526	6,659	6,795	6,933	7,075	7,220	7,366
I	6,744	6,882	7,023	7,167	7,312	7,461	7,614	7,769	7,927
J	7,236	7,384	7,534	7,688	7,845	8,005	8,168	8,335	8,505
K	7,745	7,903	8,064	8,229	8,397	8,568	8,743	8,922	9,058
L	7,867	8,069	8,276	8,488	8,706	8,929	9,158	9,393	9,634
M	8,520	8,887	9,254	9,621	9,990	10,377	10,764	11,151	11,540

SEASONAL PART-TIME AND TEMPORARY POSITIONS

\$12.00 TO \$30.00/HR

ON CALL PAY

\$225/WEEKEND

BILINGUAL PAY INCENTIVE

\$75/PAY PERIOD

**SCHEDULE B  
POSITIONS GROUPED BY SALARY GRADE LEVEL**

Grade Level	Position Title
A	Library Aide
B	Office Clerk
C	Maintenance Worker I, Senior Office Clerk, Utility Clerk, Court Clerk
D	Accounting Tech, Deputy City Recorder, Maintenance Worker II, Municipal Judge Building Permit Specialist
E	Public Works Lead, Community Development Coordinator, City Recorder, Library Director
F	Associate Planner, Building Official/Inspector, Certified City Recorder Human Resources Analyst
G	Golf Course Superintendent, Golf Course Administrative Supervisor
H	Administrative Services Manager, Development & Recreation Manager, Public Works Supervisor, Senior Planner, Human Resources Manager
I	Public Works Superintendent, Principal Planner, Police Sergeant
J	Certified & Licensed Building Official/Inspector
K	Community Development Director, Police Lieutenant
L	Public Works Director
M	Finance & Administrative Services Director, Police Chief
by Contract	City Manager

**SCHEDULE C (Annual)**

GRADE LEVEL	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9
A	32,088	33,084	34,116	35,160	36,252	37,380	38,532	39,720	40,956
B	38,748	39,948	41,184	42,456	43,788	45,132	46,524	47,964	49,452
C	43,188	43,642	44,991	46,383	47,817	49,296	50,821	52,393	54,013
D	45,696	47,100	48,552	50,064	51,600	53,208	54,852	56,544	58,296
E	53,568	55,212	56,928	58,692	60,864	62,376	64,296	66,288	68,340
F	64,824	66,492	68,196	69,936	71,736	73,572	75,456	77,352	79,308
G	67,824	69,408	71,028	72,672	74,364	76,092	77,868	79,656	81,492
H	75,204	76,740	78,312	79,908	81,540	83,196	84,900	86,640	88,392
I	80,928	82,584	84,276	86,004	87,744	89,532	91,368	93,228	95,124
J	86,832	88,608	90,408	92,256	94,140	96,060	98,016	100,020	102,060
K	92,940	94,836	96,768	98,748	100,764	102,816	104,916	107,064	108,696
L	94,404	96,828	99,312	101,856	104,472	107,148	109,896	112,716	115,608
M	102,240	106,644	111,048	115,452	119,880	124,524	129,168	133,812	138,480

CITY OF UMATILLA, OREGON

# AGENDA BILL

<b>Agenda Title:</b> Resolution No. 44-2021 - General Fee Resolution	<b>Meeting Date:</b> 2021-04-06
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<b>Department:</b> Finance & Administrative Services	<b>Director:</b> Melissa Ince	<b>Contact Person:</b> Melissa Ince	<b>Phone Number:</b>
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<b>Cost of Proposal:</b> N/A	<b>Fund(s) Name and Number(s):</b> N/A
<b>Amount Budgeted:</b> N/A	

<b>Reviewed by Finance Department:</b> Yes	<b>Previously Presented:</b> 03/16/2021
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**Attachments to Agenda Packet Item:**

[RES 44-2021.docx](#)

[Res 44-2021 Fee Schedule.pdf](#)

[Utility Rate Increase Impact.pdf](#)

<b>Summary Statement:</b> Motion to approve Resolution No. 44-2021
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<b>Consistent with Council Goals:</b> Goal 5 : Perform at the Highest Levels of Operational Excellence
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**RESOLUTION NO. 44-2021**

**GENERAL FEE RESOLUTION**

**WHEREAS**, Ordinance No. 518, entitled "An Ordinance Establishing a Procedure to Annually Review City fees, License, Permits and to adjust the Charges Therefore by Resolution of the City Council" was passed by the City Council and approved by the mayor on October 21, 1985; and

**WHEREAS**, a study of all licenses, permits, fees and charges for services has been completed and reviewed by the City Council; and

**WHEREAS**, the City Council desires to set licenses, permits, fees and charges for services at levels that are fair and equitable to both the beneficiary of the services and to the City; and

**WHEREAS**, fees for services should defray the actual costs for providing the services; and

**WHEREAS**, it is the policy of the City Council that charges and fees for license, permits and services shall be adopted by resolution; now therefore,

**IT IS HEREBY RESOLVED AS FOLLOWS:**

- (1) The attached fee schedule shall be adopted as the Fee Schedule for the City of Umatilla beginning July 1, 2021 and continuing indefinitely unless amended or repealed.
- (2) Resolution 16-2021 is hereby repealed.

**PASSED** by the Council and **SIGNED** by the Mayor this 6<sup>th</sup> day of April, 2021.

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MARY DEDRICK, MAYOR

ATTEST:

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NANCI SANDOVAL, CITY RECORDER

**Umatilla Fee Schedule**  
**Adopted by Resolution 44-2021**

Section	Details	Cost
<b>1 Abandoned and Impounded Vehicle Fees (ORD. #584 &amp;615)</b>		
1.1	Storage	\$ 30.00 per day
1.2	Impound for Vehicles under city Code 6-2-10A	\$ 50.00
1.3	Hearing	\$ 20.00
1.4	Towing	\$ 100.00
<b>2 Building</b>		
2.1	For all building, mechanical, plumbing and electrical fees: refer to the Citys Building Fee Schedule	**
2.2	Moving Buildings Inspection (ORD. #485)	\$ 40.00
2.3	Excavation of public places (Ord. #423, S. 5 & 7) Application fee of \$1.00 per square foot. In no event to be less than \$15.00 plus penalty for excavating new surfaced streets surety bond and insurance.	**
2.4	Sign Permit	\$ 25.00
2.5	Building department penalties will be assessed when work is initiated without necessary permits. The penalty shall not exceed the cost of the basic permit fee, excluding state surcharge.	**
<b>3 Business</b>		
3.1	Business License Fee (Due July 1st each year) (ORD. #486)	\$ 40.00
3.2	Business License Late Fee (If paid after July 15th of each year)	\$ 20.00
3.3	Solicitors-Canvassers Fee (ORD. #212)	\$ 30.00
	Plus investigation fee per each solicitor.	\$ 5.00
<p>Note: Any and all persons claiming to have the right under State or Federal law to solicit or canvass in the City of Umatilla without payment of license fee, shall nevertheless, apply for and secure a solicitors or canvassers license and it shall be the duty and responsibility of such person to establish their right to receive such license without payment of fees to the satisfaction of the Chief of Police of City of Umatilla. Solicitors-canvassers licenses expire on June 30 of each year.</p>		
<p>Exceptions:</p> <p>a No fee shall be required of one selling products of garden or orchard actually produced by seller. -</p> <p>b No fee shall be required of one soliciting any regularly and permanently established merchant of the City of Umatilla. -</p> <p>c No fee shall be required of one selling goods or merchandise or performing services on a purely non-profit basis for charitable, educational or religious benefit, provided such facts are established by the applicant to the satisfaction of the City Recorder. -</p>		
<b>4 Cemetery</b>		
4.1	Cemetery Plot:	
	a Adult	\$ 150.00
	b Infant	\$ 40.00
	c Cremation	\$ 40.00
4.2	Opening and closing (except weekends & holidays)	\$ 290.00
	Opening and closing for weekends & holidays	\$ 430.00
	Opening and closing an existing plot (to add cremation)	\$ 50.00
4.3	Miscellaneous Work:	
	a City Equipment	FEMA Equipment Rental Rates
	b Public Works crew (per hour per employee)	\$ 30.00
	c Clerical Fee for transfer of a deed, to buy back a plot or rewrite a lost deed (Proof of ownership required)	\$ 20.00
<b>5 Copies of Public Records and Related Services</b>		
5.1	An accounting fee will be charged when the department bills the requester. For any transaction regarding record there will be a minimum charge of ...	\$ 2.50

5.2	Certification of copy. This is in addition to fee established in paragraph 6.1 and 6.6.	\$	3.75
5.3	Computer processing charges will be:		
	a Actual executive department charge for the job		
	b Programmer/Analyst and secretarial support time		
	c Video terminal look up cost including staff time		
	d Supplies at actual cost		\$1.00 per screen
5.4	Copies of existing mailing lists may be provided at a fee of ten dollars per 100 names, with no additional charge for staff time.	\$	10.00 per 100
5.5	Documents published by the City will be:		
	a Budget Document	\$	10.00
	b Comprehensive Plan	\$	20.00
	c Sign Code	\$	5.00
	d Subdivision Code	\$	5.00
	e Zoning Code	\$	10.00
	f Public Works Standards	\$	50.00
	<sup>g</sup> All other documents will have a fee established at the time of publication.	**	
5.6	Fees for copies of records (including staff time)		
	a Image for copies made on a standard office copy machine by the City administrative staff or police department staff	\$	0.50 per page
	b Color photographs	\$	1.00 per print
	c Large Format Copier Fees (up to 36")		
	i. Black and White	\$	6.00 per page
	ii. Color	\$	10.00 per page
	d Print-outs or copies of utility histories	\$	5.00 each
	e Full Case Report Copy (text only)	\$	8.00 each
	f Incident Only Copy	\$	4.00 first page
		+ \$	0.50 each additional page
5.7	Staff time required to locate, produce, summarize, and otherwise provide records for review and/or copying may be charged at the following rates in increments of 1/4 hours: (A fee may be charged even if a record is not located.)		
	a Staff time (calculate by hourly rate, plus 2.5%) to be calculated in 15 minute increments	**	
	b Police Research Fee	\$	25.00 per hour
		\$	6.25 per quarter hour
5.8	Fees for use of facsimile machine (including staff time.)		
	a First Page	\$	4.00
	b Additional copies up to 10 pages	\$	2.00 per page
	c Over 10 pages	\$	1.50 per page
	d Receive	\$	1.00 per page
5.9	Re-Billing Charge on Miscellaneous Statements	\$	2.50
5.10	Fee for Public Notary Services	\$	5.00 per document
5.11	GIS Data Requests		
	a Parcel Data		
	i. Water/Sewer	\$	150.00
	ii. Zoning	\$	150.00
	b Smaller GIS Layers (City Limits, UGB, etc.)	\$	75.00 per layer
<b>6</b>	<b>Deposits and Set-Up Fee for Water/Sewer Account</b>		
6.1	All customers will pay a non-refundable set-up fee	\$	10.00
6.2	Refundable deposit for water and sewer services:		
	a Residential Customers (including tenants of rental property)	\$	100.00
	b Commercial and Industrial Customers (\$100 or an amount equal to two months average water and sewer bill, whichever is greater.	**	



Note: Landlords must pay the \$100 deposit the first time the utilities are placed in their name. In the event a tenant moves in, the landlord's deposit will remain on the account until the rental property is sold. The tenant must also pay a deposit which is separate from the landlord's deposit. This will be refunded after three years or when the tenant moves out, whichever is earlier.

Note: All customers shall pay the deposit and set-up fee within three working days after starting service with the City, except for extenuating circumstances which will be reviewed by the City Manager or Finance Director.

**7 Dog Licensing, Control and Impounding**

Note: Only dogs six months old or having permanent teeth must be licensed.

Note: Verified Service Dogs are exempt.

7.1	For each spayed female or neutered male	\$	5.00
7.2	For each unspayed female or unneutered male	\$	12.00
7.3	To redeem impounded dog	\$	75.00
7.4	Unclaimed impounded dog may be released to responsible person upon payment of fees and costs accrued		

**8 Fingerprint Cards**

8	Fingerprint Cards	\$	15.00 per card
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**9 Lien Search of City Liens for NonOwners**

9	Lien Search of City Liens for NonOwners	\$	10.00 per lot
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**10 Liquor License Permit Recommendations**

10	Liquor License Permit Recommendations (Original Applications Only)	\$	10.00
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**11 Mailing or Shipping**

11	Mailing or Shipping, actual cost will be charged	**	
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**12 NSF Check Charge**

12	NSF Check Charge	\$	25.00
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**13 RV Use as Living Quarters Fee**

13.1	First 14 Days	Free	
13.2	Additional 14 day extension	\$	10.00
13.3	Construction Site Use	Free	

**14 Sewer**

14.1	Single family dwelling unit	\$	48.83
	a Unoccupied Residence [Amended by Res #15-2011]	\$	15.25
	b Hardship Rate	\$	43.95
14.2	Apartment/duplex unit without separate water meter	\$	43.08
14.3	Commercial and Hotel/Motel		
	a Minimum charge (1st 7,000 gallons)	\$	48.95
	b Successive units of 7,000 gallons each or 3,500 or more of such unit	\$	48.95
14.4	Industrial: Minimum charge (1st 7,000 gallons)	\$	54.81
	Industrial: Successive units of 7,000 gallons each or 3,500 gallons or more of such unit	\$	54.81

Note: Each industrial user fee is to be negotiated as a separate contract with the City to recover the costs of any sewer treatment expansion that may be required to accommodate the industrial user. These separately negotiated contracts also apply to industrial wastewater fees.

14.5	Surcharge. For those users whose wastewater has a greater strength than normal domestic sewage, a surcharge in addition to the normal user charge, will be collected. The surcharge for operation and maintenance including		
	Flow		50% of the O&M cost
	Biochemical Oxygen Demand		30% of the O&M cost
	Total Suspended Solids		20% of the O&M cost

- 14.6 Outside the corporate limits of the City of Umatilla, the sewer use charge shall be two times the rate for the same sewer use inside the City limits, except for industrial customers who will be charged as defined under Industrial Sewer Service Charge. \*\*

### 15 Sewer Misc. Charges

- 15.1 Sewer hook-ons to City sewer (Ord. 534 & 560)
- a Residential unit or its equivalent \$ 300.00
  - b Industrial units are subject to contract \*\*
  - c New Service Set-up Fee \$ 10.00
- 15.2 Public Works Crew Labor Charge \$ 30.00 per hour
- 15.3 City equipment ODOT Equipment Rental Rates
- 15.4 Sewer System Development Charges (SDC's) \*\*

Meter Size	Reimbursement Fee	Improvement Fee	Total SDC
5/8" - 3/4"	\$ 713	\$ 1,145	\$ 1,858
1"	\$ 1,191	\$ 1,279	\$ 2,470
1 1/2"	\$ 2,374	\$ 1,341	\$ 3,715
2"	\$ 3,715	\$ 1,238	\$ 4,953
3"	\$ 5,572	\$ 1,858	\$ 7,430
4"	\$ 7,431	\$ 2,477	\$ 9,908
6"	\$ 11,145	\$ 3,715	\$ 14,860
8"	\$ 14,859	\$ 4,954	\$ 19,813

### 16 Solid Waste Disposal

- 16.1 Residential and commercial manually emptied containers
- a Commercial
    - 35 gallon cart served weekly \$ 11.55 per month
    - 90 gallon cart served weekly \$ 23.68 per month
  - b Residential
    - 35 gallon cart served weekly \$ 11.55 per month
    - 90 gallon cart served weekly \$ 19.35 per month
    - Senior Citizens on Limited Income \$ 9.25 per month
  - c Commercial loose solid waste
    - 1 1/2 yard container one time per week \$ 79.80 per month
    - Each additional weekly pickup \$ 71.40 per month
    - 2 yard container one time per week \$ 103.80 per month
    - Each additional weekly pick-up \$ 93.70 per month
  - d Commercial compacted solid waste 1 1/2 times loose container rate pick-up \*\*
  - e Cardboard recycling container \$ 11.00 per month
- 16.2 Manually Emptied Containers at curb or roadside
- a Extra charges per pick-up on route for solid waste not on regular basis \$ 2.75 per month
  - b Containers are priced at level full with lid closed and extra charges will be made for "over-the-top-bulk" \$ 1.50 minimum
  - c Minimum special pick-up charges to be arranged between customer and collector \*\*
- Note: 32 gallon maximum size not to exceed 60 pounds weight when filled and 18 pounds when empty.
- Note: Senior citizens requesting the reduced rate must make application to the City and meet the Oregon State poverty income guidelines.
- 16.3 Drop box rate delivery fee \$ 40.00 first box
- a Drop boxes weighing up to 5 tons
    - \$ 58.00 haul fee
    - + \$ 6.20 per cubic yard
    - or \$ 68.20 per ton (whichever is greater)
  - b Drop-boxes weighing 5 tons and greater
    - \$ 211.20 haul fee
    - + \$ 37.60 per ton
  - c Demurrage charge per box after 7th day \$ 4.35 per day

- 16.4 Compacted drop-boxes weighing up to 5 tons \$ 76.45 per hour  
a compactor on call (haul fee) \*\*
- + \$ 6.20 per compacted cubic  
or \$ 68.20 per ton (whichever is greater)  
\$ 228.35 haul fee  
+ \$ 37.60 per ton
- 16.5 Transfer station permit for yard trimmings: Residential refuse customers whose bills are current may, by securing a permit from City Hall, take yard trimmings to the transfer station, and deposit them in a place designated by the attendant free of charge. All other items so taken will be charged at the regular transfer station rate. \*\*

## 17 Water Rates

- 17.1 Each customer will pay a base rate and consumption rate based upon chart below.

a **Base Monthly Fee**

3/4" & smaller	\$	20.29
1"	\$	23.80
1 1/2"	\$	67.12
2"	\$	104.78
3"	\$	205.21
4"	\$	318.19
6"	\$	632.03
3/4" Senior	\$	18.26
3/4" Hardship	\$	15.22

**Port Industrial Park Base Monthly Fee**

3/4" & smaller	\$	51.72
1"	\$	80.73
1 1/2"	\$	153.24
2"	\$	240.27
3"	\$	472.34
4"	\$	733.40
6"	\$	1,458.60

**Consumption Rate - Per 1,000 Gallons**

Single Family	\$	1.78
Single Family Senior	\$	1.60
Single Family Hardship	\$	1.34
Multi Family	\$	2.02
Commercial	\$	1.70
Industrial	\$	2.33
Port Industrial Park	\$	2.05
Large Community Services	\$	2.45

- b Senior Citizen Discount (3/4" meter only) – A 10% discount on base and additional usage water rates will be applied to senior citizens over the age of 65
- c Outside city limits: double the water rates as charged in 17.1(a), unless exempted by the City Council.

\* See rates in table above

## 18 Water Misc Charges

- 18.1 Miscellaneous charges
- a Delinquency charges \$ 20.00 minimum  
or 10% balance due
- b Reconnect Fee for non-payment if water service is suspended 5 days after delinquency notice. \$ 20.00

c	Extra charge for having water reconnected outside regular hours for public works department (7:00 a.m. to 5:00 p.m.)	\$	45.00	
d	Service Connections			
	3/4" connection	\$	740.00	
	Over 3/4" connection	\$	200.00	+ actual cost of installation
e	New Accounts - (See #6 Deposits and Set-up Fee for Water/Sewer Acct.)	**		
f	Water meter accuracy test (If meter is found to be defective, the \$30 charge will be waived.)	\$	30.00	+ cost of test & shipping
g	New Service Set-up Fee	\$	10.00	
h	Public Works Crew Labor Fee	\$	30.00	per hour
i	City equipment			FEMA Equipment Rental Rates
j	Portable Meter Rental (Available at City Hall during regular business hours only)			
	i. Deposit, which is refundable if meter is returned in original working condition	\$	1,400.00	
	ii. Daily Rental (Plus 2x cost of water used)	\$	10.00	
	iii. Monthly Rental (Plus 2x cost of water used)	\$	60.00	
18.2	Fire flow protection			
	a Monthly charge to provide service	\$	11.00	
	b Application Charge	\$	5.00	
	c Deposit on Account. Exempt: Established accounts with good payment history	\$	50.00	
18.3	d Inspection Service			Actual Cost
	Water system Development Charges (SDC's)	**		

Meter Size	Reimbursement Fee	Improvement Fee	Total SDC
5/8" - 3/4"	\$ 242	\$ 1,302	\$ 1,544
1"	\$ 404	\$ 1,650	\$ 2,054
1 1/2"	\$ 806	\$ 2,281	\$ 3,087
2"	\$ 1,290	\$ 2,826	\$ 4,116
3"	\$ 2,582	\$ 3,592	\$ 6,174
4"	\$ 4,034	\$ 4,198	\$ 8,232
6"	\$ 8,066	\$ 4,282	\$ 12,348
8"	\$ 12,100	\$ 4,364	\$ 16,464

**19 Social Gambling License Fee**

19.1	License fee	\$	300.00	annually
a	All licenses shall obey the regulations of Ordinance 551 of the City of Umatilla.			
b	All premises where social gambling is conducted shall have "house" rules.			
c	All "house rules" and the license must be posted in a conspicuous place where the social gambling is conducted and must be plainly visible.			
d	All "house rules" must be approved by the City before a license will be issued.			

**20 Land Use Applications**

20.1	Non-Refundable filing fee for land use applications plus actual costs for planner attorney and/or engineer, over costs covered by basic fee.			
a	Administrative Review	\$	100.00	
b	Variance	\$	500.00	
c	Partitions	\$	300.00	
d	Planned Unit Development or Subdivision	\$	800.00	
e	Lot Line Adjustment	\$	150.00	
f	Conditional Use	\$	500.00	
g	Site Plan Review	\$	250.00	
h	Zone Change	\$	500.00	

i Comprehensive Plan Amendment		
(1) Plan Amendment Map – No Exception	\$	800.00
(2) Plan Amendment Map – Includes Exception	\$	1,000.00
(3) Plan Amendment Text	\$	800.00
j Vacation	\$	500.00
k Annexation	\$	500.00
l Amendment to Urban Growth Boundary	\$	500.00
m Replat	\$	500.00
n Address Assignment	\$	25.00
o Pre-application Conference (applied to application)	\$	50.00
p Miscellaneous planner time/research per hour	\$	75.00
q Land Use Compatibility Statement	\$	25.00
r Grading & Excavation Permit	\$	100.00
s Zoning Review for Building Permit	\$	25.00
t Zoning Permit	\$	100.00
u Custom GIS Mapping	\$	75.00 per hour prorated quarterly
	\$	15.00 minimum
v Residential Development Reviews		\$110.00 per lot

Note: Review includes: submittal of final plat/construction drawings, one iteration of engineer comments, developer incorporation of comments and resubmittal, engineer verification and approval issuance. Any more than one iteration of comments will be billed on a time and materials basis.

w Traffic Impact Analysis (TIA) Reviews		
(1) Small TIA Review (One land use and less than 3 intersections)	\$	1,500.00
(2) Large TIA Review (More than one land use and 3 intersections or more)	\$	3,000.00

20.2 Enterprise Zone Application Fees - Based on the value of the investment

Note: All fees are due within 90 days from when the application is submitted. These fees are reimbursable should a project not move forward. When the Enterprise Zone application is submitted post construction any increased difference in value stated on it versus the original application will be billed and is considered due upon receipt.

Value of Investment	Application Fee
\$ 0 - \$ 5,000,000	\$ 250.00
\$ 5,000,001 - \$ 10,000,000	\$ 500.00
\$ 10,000,001 - \$ 15,000,000	\$ 750.00
\$ 15,000,001 - \$ 20,000,000	\$ 1,000.00
\$ 20,000,001 - \$ 30,000,000	\$ 1,500.00
\$ 30,000,001 - \$ 40,000,000	\$ 2,000.00
\$ 40,000,001 - \$ 50,000,000	\$ 2,500.00
\$ 50,000,001 - \$ 60,000,000	\$ 3,000.00
\$ 60,000,001 - \$ 70,000,000	\$ 3,500.00
\$ 70,000,001 - \$ 80,000,000	\$ 4,000.00
\$ 80,000,001 - \$ 90,000,000	\$ 4,500.00
\$ 90,000,001 - \$ 100,000,000	\$ 5,000.00
Over \$100,000,000	Determined by Formula

Formula: When projects are presented with a value of investment over \$100,000,000 the fee will be determined by an additive calculation. An example being for a project with an application value of \$380,585,000. The fee would be \$19,250 calculated as follows:

$$100,000,000 \times 3 = 5000 \times 3 \text{ or } 15,000$$

$$80,000,000 = 4,000$$

$$585,000 = 250$$

380,585,000 = 19,250

Note: Applications with assets assed in multiple years will be responsible for additional application fees for the additional investment in those subsequent years.

20.3	Appeals to City Council		
	a Filing fee plus actual costs for materials, consultants, publications and other related costs		
	(1) Appeal of Planning Commission or City Council Decision	\$	400.00
	(2) Appeal of Administration Decision	\$	250.00
	b Preparation of transcripts; actual cost not to exceed (If appellant prevails at a hearing or an appeal, the transcript fee shall be refunded)	\$	250.00
20.4	Review of Plans on commercial properties	\$	100.00
<b>21</b>	<b>Security Alarms</b>		
21.1	Alarm Permit Fee		
	a Homeowners (one-time fee)	\$	5.00
	b Business charge included with business license	**	
21.2	Excessive False Alarms: To be compounded by the number of responses		
	a Fourth False Alarm Response	\$	50.00
	b Fifth False Alarm Response	\$	100.00
	c Sixth False Alarm Response	\$	150.00
	d Seventh False Alarm Response	\$	200.00
	e Eighth False Alarm Response	\$	250.00
	f Ninth False Alarm Response	\$	300.00
	g Ten or more responses - Ref. Ordinance #593	**	
<b>22</b>	<b>Marriage Ceremony and Witness Fees</b>		
22.1	Marriage Ceremonies	\$	50.00
22.2	Witness Fee - one fee per requested witness	\$	10.00
22.3	Marriage license processing fee	\$	20.00
22.4	Mileage for ceremonies performed over 20 miles from City Hall		IRS Mileage Rate
<b>23</b>	<b>Library</b>		
23.1	Past due book charges (up to the price of book)	\$	0.20 per day per item up to price of book
23.2	Past due movie return charge (up to price of movie)	\$	0.50 per day per item up to price of movie
23.3	Printing (black and white) - school and work documents	\$	0.05 per page
23.4	Printing (black and white) - all other documents	\$	0.10 per page
23.5	Copies (black and white)	\$	0.25 per page
23.6	Fees for use of facsimile machine (including staff time.)		
	First Page	\$	2.00
	Additional copies up to 10 pages	\$	1.00 per page
<b>24</b>	<b>Nuisance Abatement</b>		
24.1	City Equipment		FEMA Equipment Rental Rates
24.2	Public Works Crew Labor charge	\$	40.00 per hour
24.3	Any other expenses incurred		Actual Cost
24.4	Administrative Costs		10% of total expenses incurred
		\$	100.00 minimum
<b>25</b>	<b>Building Use Charge</b>		
25.1	Community Room		
	a Locally Supported Groups (City of Umatilla, Justice Court& Political Government Groups, Schools, Districts Scouts,VFW, Lions, Chamber of Commerce, PTO/PTA, Friends of the Library,)		No Charge
	b Non-Locally Supported Groups (ODOT, Sheriff's Dept., Red Cross. Etc.)		No Charge
	c Businesses (Realtors, and all Commercial & Industrial Businesses. Etc.)	\$	25.00 per hour
		\$	250.00 per day

	d Special Occasions (weddings, birthdays, receptions, anniversaries, memorial services, reunions, graduation parties, & for-profit fundraisers - 2 hour minimum)	\$	25.00	per hour
		\$	250.00	per day
	Payments are to be made at the time of scheduling. 50% is non-refundable for cancellations.			
25.2	Cleaning Deposit	\$	50.00	
	Note: All users of the community room shall pay a deposit and provide clean up. The deposit will be returned after areas have been inspected and reviewed. Any group or individual using the building will be responsible for leaving it in good order. Failure to do so will forfeit the deposit. Deposits will only be refunded during regular business hours of City Hall.			
25.3	After hours fee to unlock/lock building	\$	25.00	
<b>26</b>	<b>Facility Use Charges</b>			
26.1	City Facility Use Permit Fee	\$	25.00	per day
26.2	Special Use Permit (General)	\$	150.00	
	a. Inflatables or dunk tanks	\$	125.00	
	b. Sale of alcoholic beverages	\$	125.00	
	c. Tents or RVs for overnight use	\$	125.00	
	d. Charging admission for event	\$	100.00	
	e. Early access to facility prior to 10am	\$	100.00	
	f. Sale of goods/services	\$	100.00	
	g. Vehicles on lawn parking (ex. Catering)	\$	125.00	
	h. Stage	\$	75.00	
	i. Use of amplified equipment	\$	75.00	
	j. Overnight use of park	\$	50.00	
	k. Use of home stereo equipment	\$	50.00	
	l. Open flame fire pit	\$	50.00	
	m. Vehicles on lawn (loading/unloading)	\$	50.00	
	n. Providing portable services	\$	25.00	
	o. Solicitation, marketing or advertising at location	\$	25.00	
	p. Volleyball/badminton poles	\$	25.00	
26.3	Parks Cleaning Deposit	\$25 - \$5,000		depending on event

**27 Marina & RV Park****27.1 Moorage Rates (Pay for 11 months in full, get the 12th month free)**

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Dock	Slips	Height	Max Length	Deposit	Monthly Rate	Yearly Rate	Comments
B		14	30	\$110.00	\$110.00	\$1,210.00	Plus Metered Power
B	15, 16, 21, 22, 27, 28	14	30	\$100.00	\$100.00	\$1,100.00	Plus Metered Power
B		20	45	\$160.00	\$160.00	\$1,760.00	Plus Metered Power
B		20	50	\$180.00	\$180.00	\$1,980.00	Plus Metered Power
E		8.5	27	\$75.00	\$75.00	\$825.00	Plus Metered Power
H East	Even #'s	N/A	to 40	\$100.00	\$100.00	\$1,100.00	Plus Metered Power
H West	Odd #'s	N/A	40+	\$120.00	\$120.00	\$1,320.00	Plus Metered Power

**27.2 Transient Moorage Rates**

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Dock	Daily Rate	Weekly Rate
B	N/A	N/A
E	\$10.00	\$20.00
H	\$20.00	\$40.00

**27.3 Cruise Ship Rates**

a Moorage

\$ 100.00 per day

b Garbage

\$ 3.00 per bag

**27.4 Dry Storage Rates (Amended by Res #01-2017)**

a Moorage Customers

\$ 30.00 per month

\$ 330.00 per year

b Other Customers

\$ 50.00 per month

\$ 550.00 per year

**27.5 RV Park Rates (Amended by Res #01-2017)**

a Tents (including tax)

\$ 20.00 per night

b Full Utility Spaces (including tax)

\$ 40.00 per night

c Extra Tents

\$ 5.00 per night

d Extra Vehicles

\$ 5.00 per night

e RV Dump

\$ 5.00 each

f Weekly Winter Rate

\$ 125.00 per week

g Ice

\$ 3.00 per bag

**27.6 RV Park Retail Items**

Prices vary depending on current unit price and availability.

**28 Golf Course****28.1 Daily Greens Fees**

9 Holes

18 Holes

a Weekday

\$ 16.00 \$ 29.00

b Weekend

\$ 18.00 \$ 32.00

c Junior

\$ 10.00 \$ 17.00

**28.2 Annual Membership**

a Single

\$ 995.00

b Couple

\$ 1,350.00

c Senior Single

\$ 895.00

d Senior Couple

\$ 1,195.00

e Children 6-12 years (5 and under free)

\$ 95.00

f Junior 13-17 years

\$ 250.00

g Student 18-21 years and a student

\$ 350.00

h Family

Applicable adult rate + \$150 for first junior member and \$100 each additional junior member. Child rate is applicable if lower.

i Corporate Memberships 18 Hole Rounds

(1) 50 rounds

\$ 1,865.00



(2) 100 rounds \$ 990.00

Note: Early Payment Discounts Available on Annual Memberships

28.3	Cart Usage	9 Holes	18 Holes
	a Daily Cart Usage Fee	\$6.50/rider	\$12.50/rider
28.4	Annual Card Shed Rental		
	a Electric	\$ 560.00	
	b Gas	\$ 530.00	
	c Senior Electric	\$ 530.00	
	d Senior Gas	\$ 500.00	
	e Cart Trail Fee	\$ 350.00	

Note: Early Payment Discounts Available. All sheds must be renewed on or before December 31st. Carts not renewed by this date will be released.

Note: Annual cart shed rental includes yearly trail fee for that cart. If another member is using the cart, they can do so for a yearly add on trail fee of \$75 or a daily trail fee for each day of use.

28.5 Pro Shop Retail Items Prices vary depending on current unit price and availability.

**29 Miscellaneous Public Works Fees**

29.1	Right-of-Way Permit Fee	\$ 50.00	
29.2	Civil Public Works Construction Review	\$ 150.00	
29.3	Grading and Excavation Permit	\$ 100.00	
29.4	Street Closure Permit	\$0 - \$100	
29.5	Public Works Reinspection Fee (after 2 or more failed/not ready inspections)	\$ 50.00	



## Utility Rate Increase - Impact to Average Residential Customer

Service	Current Rates	Increase (Decrease)	New Rate
Water ¾" Base Rate	\$19.14	\$1.15	\$20.29
Water Usage Charge	\$42.00	\$2.50	\$44.50
Sewer – Single Family	\$46.07	\$2.76	\$48.83
Garbage – 90 Gal	\$19.35	-	\$19.35
<b>Average Monthly Bill</b>	<b>\$126.56</b>	<b>\$6.41</b>	<b>\$132.97</b>

**Assumptions:**

- Based on average monthly consumption of 25,000 gallons.

**Average monthly increase:**

- 5%

CITY OF UMATILLA, OREGON

# AGENDA BILL

<b>Agenda Title:</b> Resolution No. 45-2021 - A resolution adjusting the budget for the 2020-21 fiscal year by transferring appropriations and increasing the approved FTE count	<b>Meeting Date:</b> 2021-04-06
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<b>Department:</b> Finance & Administrative Services	<b>Director:</b> Melissa Ince	<b>Contact Person:</b> Melissa Ince	<b>Phone Number:</b>
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<b>Cost of Proposal:</b> N/A	<b>Fund(s) Name and Number(s):</b> General Fund - 01
<b>Amount Budgeted:</b> N/A	

<b>Reviewed by Finance Department:</b> Yes	<b>Previously Presented:</b> 3/16/2021
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**Attachments to Agenda Packet Item:**

[RES 45-2021.docx](#)

<b>Summary Statement:</b> Motion to approve Resolution No. 45-2021
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<b>Consistent with Council Goals:</b> Goal 1: Promote a Vibrant and Growing Community by Investing in and Support of Quality of Life Improvements.
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**RESOLUTION NO. 45-2021**

**A RESOLUTION ADJUSTING THE BUDGET FOR THE 2020-21 FISCAL YEAR BY TRANSFERRING APPROPRIATIONS AND INCREASING THE APPROVED FTE COUNT**

**WHEREAS**, the City of Umatilla budget for the 2020-21 fiscal year was adopted by the City Council at its regular meeting on June 2, 2020; and

**WHEREAS**, certain conditions and situations have arisen since the initial adoption of the 2020-21 fiscal year budget that necessitate changes in financial planning; and

**WHEREAS**, the City acquired Big River Golf Course in December 2020; and

**WHEREAS**, the growth in the City and its facilities, including the addition of Big River Golf Course, trail expansion projects, recent and planned park improvements, and several others, has resulted in an opportunity for the City to update its service operations to include additional staffing that could be utilized throughout the entire park system and City's public works, rather than being limited to a single facility; and

**WHEREAS**, the following budget amendment allocates personnel services funds for the operation of the Umatilla Marina & RV Park and Big River Golf Course and increases the overall full-time equivalent (FTE) count of the City.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF UMATILLA AS FOLLOWS:**

1. The Umatilla City Council hereby adopts the appropriation adjustments itemized in this Resolution.
2. The Umatilla City Council also approves the corresponding FTE increase of 8.25.

General Fund			
Requirements:			
Marina & RV Park (FTE 2.75)			
Regular Earnings	\$ -	\$ 18,000	\$ 18,000
Overtime Earnings	\$ -	\$ 2,000	\$ 2,000
FICA	\$ -	\$ 1,530	\$ 1,530
Health Insurance	\$ -	\$ 5,100	\$ 5,100
Workers Compensation	\$ -	\$ 10	\$ 10
Life Insurance	\$ -	\$ 5	\$ 5
Unemployment Tax	\$ -	\$ 20	\$ 20
Disability Insurance	\$ -	\$ 30	\$ 30
Golf Course (FTE 5.5)			
Regular Earnings	\$ -	\$ 60,000	\$ 60,000
Overtime Earnings	\$ -	\$ 5,000	\$ 5,000
FICA	\$ -	\$ 4,975	\$ 4,975
Health Insurance	\$ -	\$ 10,800	\$ 10,800
Workers Compensation	\$ -	\$ 25	\$ 25
Life Insurance	\$ -	\$ 15	\$ 15
Unemployment Tax	\$ -	\$ 65	\$ 65
Disability Insurance	\$ -	\$ 80	\$ 80
Contracted Services	\$ 100,000	\$ 80,000	\$ (20,000)
Non-Departmental			
Operating Contingency	\$ 608,057	\$ 520,402	\$ (87,655)
			\$ -

**PASSED** by the City Council and **SIGNED** by the Mayor this 6<sup>th</sup> day of April, 2021.

\_\_\_\_\_  
Mary Dedrick, Mayor

ATTEST:

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

CITY OF UMATILLA, OREGON

# AGENDA BILL

**Agenda Title:**

Resolution No. 46-2021 - A resolution declaring surplus property

**Meeting Date:**

2021-04-06

**Department:**

Finance & Administrative Services

**Director:**

Melissa Ince

**Contact Person:**

Melissa Ince

**Phone Number:**

**Cost of Proposal:**

N/A

**Fund(s) Name and Number(s):**

General Fund - 01

**Amount Budgeted:**

N/A

**Reviewed by Finance Department:**

Yes

**Previously Presented:**

N/A

**Attachments to Agenda Packet Item:**

[RES 46-2021.docx](#)

**Summary Statement:**

Motion to approve Resolution No. 46-2021

**Consistent with Council Goals:**

Goal 5 : Perform at the Highest Levels of Operational Excellence

**RESOLUTION NO. 46-2021**

**A RESOLUTION DECLARING SURPLUS CITY PROPERTY**

**WHEREAS**, there is a need to dispose of certain surplus property now in the City of Umatilla's possession.

**NOW, THEREFORE, BE IT RESOLVED** that the following described items are hereby declared surplus and shall be sold for cash, at public auction; or advertised for sale to the highest bidder; or otherwise disposed of as determined by the City Council.

**SURPLUS PROPERTY**

2008 Dodge Charger	VIN#2B3KA43GX8H134528
2010 Dodge Charger	VIN#2B3AA4CV9AH262646

**PASSED** by the City Council and **SIGNED** by the Mayor this 6<sup>th</sup> day of April, 2021.

\_\_\_\_\_  
Mary Dedrick, Mayor

ATTEST:

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

CITY OF UMATILLA, OREGON

# AGENDA BILL

<b>Agenda Title:</b> Resolution No. 47-2021 - A resolution to award contractor James Dean Construction a contract in the amount of \$1,831,160 for construction of the City of Umatilla's Wanapa Road and Utilities Extension Project and to delegate authority to City Manager Stockdale to sign all contract documents and any future amendments associated with this agreement.	<b>Meeting Date:</b> 2021-04-06
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<b>Department:</b> Finance & Administrative Services	<b>Director:</b> Melissa Ince	<b>Contact Person:</b> Melissa Ince	<b>Phone Number:</b>
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<b>Cost of Proposal:</b> \$1,831,160 <b>Amount Budgeted:</b> \$1,831,160	<b>Fund(s) Name and Number(s):</b> Street - 04
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<b>Reviewed by Finance Department:</b> Yes	<b>Previously Presented:</b> 3/2/2021
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**Attachments to Agenda Packet Item:**

[RES 47-2021.docx](#)

[Umatilla\\_Wanapa-UT\\_NoticeOfIntentToAward.pdf](#)

[Bid\\_Evaluation\\_Letter.pdf](#)

[Umatilla\\_WanapaUT\\_Bid Eval.pdf](#)

[33-20-023\\_Wanapa-UT\\_Bid Results.pdf](#)

[Wanapa Road and Utilities Extension Draft Contract Documents.pdf](#)

<b>Summary Statement:</b> Motion to approve Resolution No. 47-2021
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**Consistent with Council Goals:**

Goal 2: Promote Economic Development and Job Growth.

**RESOLUTION NO. 47-2021**

**A RESOLUTION TO AWARD CONTRACTOR JAMES DEAN CONSTRUCTION A CONTRACT IN THE AMOUNT OF \$1,831,160 FOR CONSTRUCTION OF THE CITY OF UMATILLA WANAPA ROAD AND UTILITIES EXTENSION PROJECT AND TO DELEGATE AUTHORITY TO CITY MANAGER STOCKDALE TO SIGN ALL CONTRACT DOCUMENTS AND ANY FUTURE AMENDMENTS ASSOCIATED WITH THIS AGREEMENT**

**WHEREAS**, the City of Umatilla has publically advertised request for proposals for the Umatilla Wanapa Road and Utilities Extension Project; and

**WHEREAS**, J-U-B Engineers and the City of Umatilla reviewed bids submitted on April 1, 2021; and

**WHEREAS**, J-U-B Engineers reviewed the bid tabulation; and

**WHEREAS**, based on the review, the James Dean Construction bid was the lowest responsive and responsible bid for \$1,831,160.

**NOW, THEREFORE BE IT RESOLVED**, the City of Umatilla awards James Dean Construction a contract in the amount of \$1,831,160 for construction of the City of Umatilla Wanapa Road and Utilities Extension Project pending completion of the seven (7) day period of appeal for the Notice of Intent to Award, and;

**BE IT RESOLVED**, the City Council hereby delegates authority to City Manager Stockdale to sign all contract documents and any future amendments associated with this agreement.

**PASSED** by the Council and **SIGNED** by the Mayor this 6<sup>th</sup> day of April, 2021.

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Mary Dedrick, Mayor

ATTEST:

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Nanci Sandoval, City Recorder

**NOTICE OF INTENT TO AWARD**  
**Wanapa Road and Utilities Extension Project**

The City of Umatilla announces its intent to award the contract for the Wanapa Road and Utilities Extension Project to James Dean Construction, Inc. for the amount of One Million Eight Hundred Thirty One Thousand One Hundred Sixty Dollars (\$ 1,831,160.00 ).

This Notice of Intent to Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the City of Umatilla and the apparent successful bidder. The bidder shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the City of Umatilla is executed. If the apparent successful bidder fails to negotiate and execute a contract with the City of Umatilla, the City of Umatilla may revoke the award and award the contract to the next lowest bidder or withdraw the Sealed Bid. The City of Umatilla further reserves the right to cancel this Notice of Intent to Award at any time prior to the execution of a written contract.

This Notice of Intent to Award starts the seven (7) day period in which an unsuccessful bidder may file a bidder appeal pursuant to ORS 279C.375.

Thank you for participating in the competitive selection process.

Dated this  2  day of  April , 2021.

By:  David Stockdale

Title:  City Manager

for The Owner:  City of Umatilla



April 2, 2021

David Stockdale  
City Manager  
City of Umatilla  
700 6<sup>th</sup> St – PO Box 130  
Umatilla, OR 97882(Via Email)

**RE: Wanapa Road and Utilities Extension Project - Bid Evaluation**

Dear David:

The City received three (3) bids for the Wanapa Road and Utilities Extension project on April 1, 2021. The Bid Proposal was publicly advertised in accordance with Oregon procurement rules. The evaluation endeavors to determine compliance with bidding process and requirements outlined in the Oregon Administrative Rules (OAR), Oregon Revised Statutes (ORS), and the Contract Documents.

The bid tabulations are attached and the results of the proposals are as follows:

Bidder	Total Bid
Engineers Estimate	\$3,016,986.50
Silver Creek Contracting LLC	\$2,372,142.52
James Dean Construction, Inc.	\$1,831,160.00
Granite Construction Company	\$2,044,556.90

The responsiveness of each bidder is documented in the attached Bid Evaluation Summary ***Based on the pending evaluation, J-U-B recommends award of the contract to the lowest responsible bidder, James Dean Construction Inc., in the amount of \$1,831,160.00.***

The City should work with legal counsel to review the bids, conduct any further review that is warranted, consider irregularities that may be present based on your review, waive any informalities, and make a final recommendation to the City Council for contract award.

Upon Council approval, the Notice of Award and Contract will be executed.

Sincerely,

**J-U-B ENGINEERS, Inc.**



Thomas Wallace, P.E.  
Project Manager

Attachments:

- Bid Tabulations

**CITY OF UMATILLA - WANAPA ROAD AND  
UTILITIES EXTENSION - Bid Evaluation Summary**



**J-U-B ENGINEERS, INC.**



**THE LANGDON GROUP**  
a J-U-B Company



**GATEWAY MAPPING INC.**  
a J-U-B Company

OTHER J-U-B COMPANIES

April 2, 2021

Criteria No.	Evaluation Criteria	Silver Creek Contracting LLC	James Dean Construction, Inc.	Granite Construction Corp
1	Bid received on time in a properly sealed envelope?	Yes	Yes	Yes
2	Bid proposal contains all contents listed in the bidders checklist?	Yes	Yes	Yes
3	Addenda properly acknowledged?	Yes	Yes	Yes
4	Bid schedule completed in general conformance with the Instructions to Bidders?	Yes	Yes	Yes
5	Oregon Contractor's License Number included and verified?	Yes	Yes	Yes
6	Bid Signed?	Yes	Yes	Yes
7	First-Tier Subcontractor Disclosure submitted?	Yes	Yes	Yes
8	Bid bond and warranty included and signed?	Yes	Yes	Yes
10	Reference check satisfactory?	N/A	In Progress	N/A
	<b>Total Bid Amount</b>	<b>\$2,372,142.52</b>	<b>\$1,831,160.00</b>	<b>\$2,044,556.90</b>
	<b>Is Bid Responsive?</b>	Yes	Yes	Yes



**Wanapa Road and Utilities Extension  
Bid Tabulations**

ITEM NUMBER	ITEM DESCRIPTION	UNIT	QUANTITY	Engineer's Estimate		Silver Creek Contracting		James Dean Construction, Inc.	
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
0210-010000A	MOBILIZATION	LS	1	\$191,400	\$191,400.00	\$138,665.35	\$138,665.35	\$50,000.00	\$50,000.00
0225-010100A	TEMPORARY WORK ZONE TRAFFIC CONTROL, COMPLETE	LS	1	\$37,000	\$37,000.00	\$12,500.00	\$12,500.00	\$1,500.00	\$1,500.00
0280-010000A	EROSION CONTROL	LS	1	\$15,500	\$15,500.00	\$15,113.77	\$15,113.77	\$25,000.00	\$25,000.00
0290-010000A	POLLUTION CONTROL PLAN	LS	1	\$1,000	\$1,000.00	\$686.33	\$686.33	\$1,500.00	\$1,500.00
0305-010000A	CONSTRUCTION SURVEY WORK	LS	1	\$25,000	\$25,000.00	\$12,518.75	\$12,518.75	\$16,500.00	\$16,500.00
0310-0119000F	ASPHALT PAVEMENT SAW CUTTING	FOOT	253	\$9	\$2,277.00	\$2.75	\$695.75	\$2.00	\$506.00
0320-010000A	CLEARING AND GRUBBING	LS	1	\$7,500	\$7,500.00	\$87,441.24	\$87,441.24	\$850.00	\$850.00
0330-0123000K	EMBANKMENT IN PLACE	CUYD	7,540	\$35	\$263,900.00	\$49.16	\$370,666.40	\$29.00	\$218,660.00
0405-010000K	ROCK EXCAVATION	CUYD	4,250	\$125	\$531,250.00	\$142.57	\$605,922.50	\$48.00	\$204,000.00
0445-030006AF	6 INCH SANITARY SEWER PIPE	FOOT	125	\$32	\$4,000.00	\$61.80	\$7,725.00	\$72.00	\$9,000.00
0445-030010AF	10 INCH SANITARY SEWER PIPE	FOOT	2,791	\$115	\$320,965.00	\$67.96	\$189,676.36	\$85.00	\$237,235.00
0470-010000E	CONCRETE SANITARY SEWER MANHOLES	EACH	9	\$5,000	\$45,000.00	\$4,060.60	\$36,545.40	\$3,300.00	\$29,700.00
0480-010000F	DRAINAGE CURBS	FOOT	582	\$20	\$11,640.00	\$18.75	\$10,912.50	\$15.00	\$8,730.00
	RECONDITIONING EXISTING ROADWAY	LS	1	\$22,000	\$22,000.00	\$3,928.76	\$3,928.76	\$3,600.00	\$3,600.00
0641-0102000M	AGGREGATE BASE	TON	4,267	\$30	\$128,010.00	\$22.18	\$94,642.06	\$25.00	\$106,675.00
0744-0302000M	LEVEL 3, 1/2 INCH ACP MIXTURE	TON	3,302	\$150	\$495,300.00	\$91.25	\$301,307.50	\$100.00	\$330,200.00
0815-010000E	BOLLARDS	EACH	18	\$600	\$10,800.00	\$634.33	\$11,417.94	\$1,300.00	\$23,400.00
0865-0116500F	METHYL METHACRYLATE, EXTR, SURF	FOOT	9,600	\$2.00	\$19,200.00	\$1.32	\$12,672.00	\$3.50	\$33,600.00
0867-0145100J	PAVEMENT BAR, TYPE B-HS	SF	132	\$10	\$1,320.00	\$17.86	\$2,357.52	\$22.00	\$2,904.00
0905-0101000A	REMOVE AND REINSTALL EXISTING SIGNS	LS	1	\$500	\$500.00	\$937.50	\$937.50	\$250.00	\$250.00
	PERMANENT SIGNS	EACH	8	\$700	\$5,600.00	\$906.25	\$7,250.00	\$650.00	\$5,200.00
1030-0108000R	PERMANENT SEEDING	ACRE	1.53	\$2,500	\$3,825.00	\$3,196.58	\$4,890.77	\$3,000.00	\$4,590.00
1140-0100000F	16 INCH POTABLE WATER PIPE, FITTINGS AND COUPLINGS WITH C	FOOT	2,849	\$118	\$336,182.00	\$112.46	\$320,398.54	\$130.00	\$370,370.00
1140-0300000E	16 INCH CONNECTION TO 16 INCH EXISTING MAIN	EACH	1	\$10,000	\$10,000.00	\$4,776.88	\$4,776.88	\$2,700.00	\$2,700.00
1150-0100000E	16 INCH BUTTERFLY VALVE	EACH	11	\$17,800	\$195,800.00	\$5,107.87	\$56,186.57	\$4,200.00	\$46,200.00
1150-0600000E	2 INCH COMBINATION AIR RELEASE / AIR VACUUM VALVE ASSEMBLY	EACH	2	\$3,700	\$7,400.00	\$4,358.90	\$8,717.80	\$5,000.00	\$10,000.00
1160-0100000E	HYDRANT ASSEMBLIES	EACH	9	\$5,000	\$45,000.00	\$5,022.78	\$45,205.02	\$9,000.00	\$81,000.00
1170-0109000F	2 INCH POLYETHYLENE WATER SERVICE LINE	FOOT	81	\$66	\$5,346.00	\$103.51	\$8,384.31	\$90.00	\$7,290.00
	<b>TOTAL</b>				<b>\$2,742,715.00</b>				
	CONTINGENCY			10%	\$274,271.50				
	<b>BID TOTAL</b>				<b>\$3,016,986.50</b>		<b>\$2,372,142.52</b>		<b>\$1,831,160.00</b>



**Wanapa Road and Utilities Extension  
Bid Tabulations**

ITEM NUMBER	ITEM DESCRIPTION	UNIT	QUANTITY	Engineer's Estimate		Granite Construction Company	
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
0210-010000A	MOBILIZATION	LS	1	\$191,400	\$191,400.00	\$154,686.00	\$154,686.00
0225-010100A	TEMPORARY WORK ZONE TRAFFIC CONTROL, COMPLETE	LS	1	\$37,000	\$37,000.00	\$15,000.00	\$15,000.00
0280-010000A	EROSION CONTROL	LS	1	\$15,500	\$15,500.00	\$60,000.00	\$60,000.00
0290-010000A	POLLUTION CONTROL PLAN	LS	1	\$1,000	\$1,000.00	\$210.00	\$210.00
0305-010000A	CONSTRUCTION SURVEY WORK	LS	1	\$25,000	\$25,000.00	\$11,000.00	\$11,000.00
0310-011900F	ASPHALT PAVEMENT SAW CUTTING	FOOT	253	\$9	\$2,277.00	\$3.50	\$885.50
0320-010000A	CLEARING AND GRUBBING	LS	1	\$7,500	\$7,500.00	\$9,250.00	\$9,250.00
0330-012300K	EMBANKMENT IN PLACE	CUYD	7,540	\$35	\$263,900.00	\$31.00	\$233,740.00
0405-010000K	ROCK EXCAVATION	CUYD	4,250	\$125	\$531,250.00	\$62.00	\$263,500.00
0445-030006AF	6 INCH SANITARY SEWER PIPE	FOOT	125	\$32	\$4,000.00	\$79.00	\$9,875.00
0445-030010AF	10 INCH SANITARY SEWER PIPE	FOOT	2,791	\$115	\$320,965.00	\$76.00	\$212,116.00
0470-010000E	CONCRETE SANITARY SEWER MANHOLES	EACH	9	\$5,000	\$45,000.00	\$5,970.00	\$53,730.00
0480-010000F	DRAINAGE CURBS	FOOT	582	\$20	\$11,640.00	\$17.00	\$9,894.00
	RECONDITIONING EXISTING ROADWAY	LS	1	\$22,000	\$22,000.00	\$4,540.00	\$4,540.00
0641-010200M	AGGREGATE BASE	TON	4,267	\$30	\$128,010.00	\$29.00	\$123,743.00
0744-030200M	LEVEL 3, 1/2 INCH ACP MIXTURE	TON	3,302	\$150	\$495,300.00	\$84.00	\$277,368.00
0815-010000E	BOLLARDS	EACH	18	\$600	\$10,800.00	\$660.00	\$11,880.00
0865-011650F	METHYL METHACRYLATE, EXTR, SURF	FOOT	9,600	\$2.00	\$19,200.00	\$1.50	\$14,400.00
0867-014510J	PAVEMENT BAR, TYPE B-HS	SF	132	\$10	\$1,320.00	\$14.00	\$1,848.00
0905-010100A	REMOVE AND REINSTALL EXISTING SIGNS	LS	1	\$500	\$500.00	\$850.00	\$850.00
	PERMANENT SIGNS	EACH	8	\$700	\$5,600.00	\$820.00	\$6,560.00
1030-010800R	PERMANENT SEEDING	ACRE	1.53	\$2,500	\$3,825.00	\$2,380.00	\$3,641.40
1140-010000F	16 INCH POTABLE WATER PIPE, FITTINGS AND COUPLINGS WITH C	FOOT	2,849	\$118	\$336,182.00	\$140.00	\$398,860.00
1140-030000E	16 INCH CONNECTION TO 16 INCH EXISTING MAIN	EACH	1	\$10,000	\$10,000.00	\$8,920.00	\$8,920.00
1150-010000E	16 INCH BUTTERFLY VALVE	EACH	11	\$17,800	\$195,800.00	\$5,770.00	\$63,470.00
1150-060000E	2 INCH COMBINATION AIR RELEASE / AIR VACUUM VALVE ASSEMBLY	EACH	2	\$3,700	\$7,400.00	\$5,580.00	\$11,160.00
1160-010000E	HYDRANT ASSEMBLIES	EACH	9	\$5,000	\$45,000.00	\$8,550.00	\$76,950.00
1170-010900F	2 INCH POLYETHYLENE WATER SERVICE LINE	FOOT	81	\$66	\$5,346.00	\$80.00	\$6,480.00
<b>TOTAL</b>					<b>\$2,742,715.00</b>		
CONTINGENCY				10%	\$274,271.50		
<b>BID TOTAL</b>					<b>\$3,016,986.50</b>		<b>\$2,044,556.90</b>



## AGREEMENT FOR CONSTRUCTION

THIS CONTRACT, made and entered into, in triplicate, this \_\_\_\_\_ by and between the  
(date)

**City of Umatilla**, hereinafter called "Owner", and \_\_\_\_\_,  
(Contractor Name)  
is authorized to do business in the State of Oregon, hereinafter called "Contractor",

### WITNESSETH:

That the said Contractor, in consideration of the sums to be paid by the **City of Umatilla**, in the manner and at the time herein provided, and in consideration of the other covenants and agreements herein contained, hereby agrees to perform and complete the work herein described and provided for and to furnish all necessary machinery, tools, apparatus, equipment, supplies, materials and labor and do all things in accordance with the applicable Plans, the applicable Standard Specifications, the Special Provisions and other required provisions bound herewith or incorporated therein, and in accordance with such alterations or modifications of the same as may be made by the Engineer or the Owner, and according to such directions as may from time to time be made or given by the Engineer under the authority and within the meaning and purpose of this Contract. This agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the Contractor.

That the applicable Plans, the applicable Standard Specifications, the Special Provisions and other required provisions bound herewith or incorporated therein and the Schedule of Items bound herewith are hereby specifically referred to and by this reference made a part hereof, and shall by such reference have the same force and effect as though all of the same were fully written or inserted herein.

That the Contractor agrees the time allowed is a reasonable period to perform the work and all work on this project shall be completed within the defined Contract time. Project time extension will be evaluated and duly processed by the Engineer or Owner as defined in the specifications.

That the Contractor shall faithfully complete and perform all of the obligations of this Contract, and in particular shall promptly, as due, make payment of all just debts, dues, demands and obligations incurred in the performance of said Contract; and shall not permit any lien or claim to be filed or prosecuted against the **City of Umatilla**. It is expressly understood that the laws of the State of Oregon shall govern this Contract in all things.

In consideration of the faithful performance of all of the obligations, both general and special, herein set out, and in consideration of the faithful performance of the work as set forth in this Contract, the applicable Plans, Standard Specifications, Special Provisions, other required provisions, Schedule of Items, and all general and detailed Specifications and Plans which are a part hereof, and in accordance with the directions of the Engineer and to the Engineer's satisfaction, and if applicable, to the satisfaction of the governing Federal Agencies and/or Funding Agencies, or its authorized representative, the **City of Umatilla**, agrees to pay to the said Contractor the amount earned, as determined from the actual quantities of work performed and the prices and other bases of payment specified and taking into consideration any amounts that may be deductible under the terms of the Contract, and to make such

payments in the manner and at the times provided in the applicable Standard Specifications or Special Provisions and Schedule of Unit Prices hereto attached. The Contract Sum is:

\_\_\_\_\_ (\$)

If said work is not completed within the time specified, the Contractor agrees to pay the Owner the liquidated damages amount sum as set forth in the Specifications. These amounts shall be totaled and deducted from the amounts due to the Contractor.

The Contractor, for himself, and for his heirs, executors, administrators, successors and assigns, does hereby agree to the full performance of all covenants herein contained upon the part of the Contractor.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be executed the day and year below:

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**CITY OF UMATILLA**

By \_\_\_\_\_  
Authorized Official Signature

By \_\_\_\_\_  
Authorized Official Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

Contractor Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

By \_\_\_\_\_  
Authorized Official Signature

By \_\_\_\_\_  
Authorized Official Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

**PERFORMANCE AND PAYMENT BOND**

Know all persons by these presents, that \_\_\_\_\_, hereinafter called the PRINCIPAL,  
and \_\_\_\_\_ a CORPORATION or partnership duly authorized to do a general  
surety business in Oregon, as SURETY, are jointly and severally held and bound unto the City of Umatilla,  
Oregon, hereinafter called the OBLIGEE in the sum of

DOLLARS \_\_\_\_\_ (\$ \_\_\_\_\_)

for the payment of which we jointly and severally bind ourselves, our heirs, executors, administrators,  
successors and assigns, firmly by these presents.

The condition of this bond is such that, whereas, \_\_\_\_\_  
(Contractor)  
the PRINCIPAL herein, on the \_\_\_\_\_ Day of \_\_\_\_\_, entered into a Contract with the  
OBLIGEE, for the “Wanapa Road and Utilities Extension” Project in accordance with the Contract  
Documents.

Said the PRINCIPAL undertakes to furnish all labor and equipment, and materials in accordance with all  
the terms and conditions set forth in said Contract documents; to promptly make payment for all labor,  
services, material, and sums due the Workmen’s Compensation Board or equivalent. The Collector of  
Internal Revenue, and the Treasurer of the State of Oregon; to save harmless the OBLIGEE from any claim  
for damages or injury to property or persons arising by reason of said work, as set out more fully in said  
Contract documents; to do and perform all things in said Contractor documents required, in the time and  
manner under the terms and conditions therein set forth; and in conformity with all laws, state and  
national, applicable thereto.

Now, therefore, if said PRINCIPAL herein; shall promptly pay all persons furnishing labor, services and  
material, and Workmen’s Compensation Insurance or equivalent, and Social Security and unemployment  
compensation, to him/her and to his/her Sub-Contractor’s, or to their assigns, on or about said work;  
shall, commencing with the date hereof and continuing for one (1) year after the complete performance  
of the contact and the final acceptance of the work in the Contract, save harmless the OBLIGEEES, its  
officers and agents, from all claims therefore, or from any claim for damages or injury to property or  
persons arising by reason of said work; shall, in the time and manner, and under the terms and conditions  
prescribed, will and faithfully do, perform and furnish all matters and things as by them in said Contract  
undertaken, and as by law state and national, prescribed, then this obligation shall be void; but otherwise  
it shall remain in full force and effect.

Provided, however, that this bond is subject to the following further conditions:

- (a) All material, men, and all persons who shall supply such laborers, mechanics or Sub-Contractor’s  
with material, supplies, or provisions for carrying on such work, shall have a direct right of action  
against the PRINCIPAL and SURETY on the bond, second only to the right of the OBLIGEE under

this bond, which right of action shall be asserted in proceedings instituted in the appropriate court of the State of Oregon, and insofar as permitted by the laws of Oregon, such right of action shall be asserted in a proceedings instituted in the name of the OBLIGEE to the use and benefit of the person, firm, or corporation instituting such action and of all other persons, firms, or corporations having claims hereunder, and any other person, firm, or corporation having a claim hereunder shall have the right to be made a party to such proceeding (but not later than one year after the complete performance of said Contract and final acceptance of the work in the Contract) and to have such claim adjudicated in such action and judgement rendered thereon.

- (b) In no event shall the SURETY be liable for a greater sum than the penalty of this bond.
- (c) The said SURETY for the value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract of to the work to be performed thereunder or the specification accompanying the same shall in any way affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract or to the work or to the specifications.
- (d) The principal herein shall faithfully and truly observe and comply with the terms of the Contract, and shall well and truly perform all matters and things by him/her undertaken to be performed under said Contract upon the terms proposed therein and shall promptly make payments to all persons supplying labor or material for any prosecution of the work provided for in such contact and shall not permit any Lien or claim to be filed or material furnished, and shall promptly pay all contributions or amount due the Workmen’s Compensation Board or equivalent and all contributions or amounts due the State Employment compensation Trust Fund incurred in the performance of said Contract, and shall also pay all sums of money withheld from the employees and payable to State Tax Commission pursuant to ORS 316.711 and shall promptly as due, make payment to any person, co-partnership, association, or corporation, furnishing medical, surgical, and hospital care or other needed care and attention incidental to sickness or injury to the employees for such PRINCIPAL, pursuant to the laws of this state and any Contract entered into pursuant thereto or collected or deducted from the wages of said employees pursuant to any law, Contract, or agreement for the purpose of providing or paying for such services, and shall do all things required of said PRINCIPAL, by the laws of this state.

This bond is given and received under the authority of ORS Chapter 279, the provisions of which hereby are incorporated into this bond and made a part hereof.

In witness whereof, the parties hereto have caused this bond to be executed in \_\_\_\_\_ this \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_(SEAL)

\_\_\_\_\_(SEAL)

\_\_\_\_\_(SEAL)

\_\_\_\_\_(SEAL)

Principal

WITNESSES:

\_\_\_\_\_ (SEAL)

\_\_\_\_\_ (SEAL)

\_\_\_\_\_ (SEAL)

Surety

The attorney-in-fact who executes this bond in behalf of the surety company, must attach a copy of his/her power-of-attorney as evidence of his/her authority.

To each executed original of this bond, there must be attached a complete set of the Contract documents, as the term is defined in the Oregon Standard Specifications “General Conditions”, with all corrections, interlineations, signatures, etc., completely reproduced therein.

CITY OF UMATILLA, OREGON

# AGENDA BILL

**Agenda Title:**

Presenting National Night Out - National Night Out is an annual community-building campaign that promotes police-community partnerships and neighborhood camaraderie.

**Meeting Date:**

2021-04-06

**Department:**

Community Development

**Director:**

Brandon Seitz

**Contact Person:**

Hannah Keister

**Phone Number:**

**Cost of Proposal:**

\$0

**Amount Budgeted:**

\$0

**Fund(s) Name and Number(s):**

N/A

**Reviewed by Finance Department:**

No

**Previously Presented:**

n/a

**Attachments to Agenda Packet Item:**

[NNO2021.png](#)

[Newsletter from 2019.pdf](#)

**Summary Statement:**

National Night Out is schedule for August 3rd and would take place at the same time as City Council. Discuss options for rescheduling the August 3rd City Council meeting.

**Consistent with Council Goals:**

Goal 4: Increase Public Involvement, Create a Culture of Transparency with the Public, and Enhance Cultural Diversity.



POLICE-COMMUNITY PARTNERSHIPS

UMATILLA PD AND UMATILLA PARKS AND REC  
PRESENT

# NATIONAL NIGHT OUT 2021

AUGUST 3, 2021 6-9PM

FREE EVENT!

BBQ, RAFFEL, MUSIC, GAMES, BOUNCE HOUSES

3RD STREET SOCCER PARK  
UMATILLA, OR

TOGETHER, WE ARE MAKING COMMUNITIES  
SAFER, MORE CARING PLACES TO LIVE AND WORK



High-fives all around in McKinney, TX during the 36th Annual National Night Out.

## National Night Out 2019: A Beautiful Night in the Neighborhood

### Another Great Year for NNO!

Citizens, law enforcement agencies, community groups, businesses, youth organizations and local, state and federal officials from 16,940 communities from all 50 states, U.S. territories and military

He added, “Hats off to our corporate partners who help to bring this vitally important campaign to cities across America every year.”

Throughout the nation, along with the traditional ‘lights on’ and front porch vigils, there were tens of thousands of block parties, cookouts, parades, potlucks, ice cream socials, neighborhood visits by local police, flashlight walks, safety fairs, poster contests, festivals and other unique events and activities.

Sheriff Richard D. Wiles of El Paso County, TX, said “National Night Out is a yearly event that is part of our community policing model. It brings citizens and law enforcement together so that we can build trust and relationships that help keep our community safe.” He added, “The various activities, information, presentations and demonstrations offered during NNO help show how we can all work together for a safer community.”

Crime Prevention Officer Myron Travis of the Mukilteo (WA) Police Department said, “Each year, the community becomes more educated and more committed to resisting criminal activity and how to resist becoming a victim of crime.” Through education and interaction, it is clear that National Night Out is the symbol of police-community partnerships that keep our residents alert and re-energizes them to being dedicated to doing their part to help keep the City of Mukilteo a fun and safe place to live.

Officer Zach Ractliffe, Falls City

*(continued on page 2)*



One of the great NNO races of all time in Signal Hill, CA.

bases worldwide joined forces to celebrate the 36th Annual National Night Out (NNO) – a community crime prevention and safety event sponsored by the National Association of Town Watch (NATW) in partnership with Ring, AT&T, Academy Sports + Outdoors, Associa, A&W Root Beer and Renewal by Andersen.

Nationally, an estimated 38.9 million people participated in NNO 2019.

“NNO 2019 was quite simply amazing,” said Matt Peskin, creator of NNO and National Project Coordinator. “Most organizers began their work early in the year and produced a powerful campaign in their communities. Their dedication and creativity is what makes National Night Out magic.”

### ★ WHAT'S INSIDE ★

- 1 NNO 2019: The Tradition Continues!**
- 3 Award Winners**  
Roundup of 2019 Winners
- 5 Photos from Across the USA**
- 11 Dog Walker Watch**

### NewSpirit

NATW is a nonprofit membership organization dedicated to the development and promotion of organized community crime prevention activities and to the groups and the individuals participating in local crime watch efforts.

**NewSpirit** is published as the official newsletter of the National Association of Town Watch. Contact us at P. O. Box 303, Wynnewood, PA 19096. Phone: (610) 649-7055. Fax: (610) 649-5456, [www.natw.org](http://www.natw.org). Email: [info@natw.org](mailto:info@natw.org).





DJ Boom Bandit and the Rave Rocket dazzled the crowd at NNO in Chino Valley, AZ.

## NewSpirit

Opinions expressed in **NewSpirit** are those of the authors and contributors and do not necessarily express or reflect official NATW views or policy. Products of service information are not purported to imply NATW endorsement.

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Submissions: NATW encourages readers to submit news items and will consider all articles, photographs and manuscripts. Material may be edited at the Association's discretion.



Neighborhood spirit everywhere in Modesto, CA, during NNO each year.

(continued from page 1)

(NE) Police Department: "In the weeks following NNO, I was approached by a multitude of people that I had never met before praising the police department for hosting such an important community policing event." I think the pictures (in our binder) are worth more than any words I can put on paper and I hope the photos bring a smile to your faces like they do mine. A ton of time and work goes into our NNO event but seeing families coming out to have a positive interaction with local first responders and law enforcement makes it worth every second.

**16,940  
COMMUNITIES  
FOR  
NNO 2019!!!**

Kimberly Czapar, Brooklyn Park (MN) Police Department: "National Night Out is an important annual event in our community and our participation started back in 1991 – 28 years ago!" The benefits it brings to our community are countless and so many residents and city staff look forward to this event each year. Our community is strong and NNO is, and will continue to be, a steadfast tradition in our city!

David Spigelmyer, University of Texas at Dallas Police Department: "Inside our post-project report, we will show our NNO spirit and our love for each other, our university and our community." We prepared and delivered our best NNO block party ever as we spread the word, the message, the raging fever of NNO that infects us all. We are all carrier of the NNO bug! Let us share our burning desire of NNO with you! Please remember that once you catch the NNO fever, there is no turning back. There is no cure. There is only one thing you can do. Get involved and let's rock this night!

Chief John Berger, Ligonier Valley (PA) Police Department: "Anytime you can have officers interact with children and the rest of the community, especially in today's world, it helps build trust." It helps us to get to know each other better so that the community is more inclined to walk up to any of the officers. I think getting over 500 people to attend our first National Night Out, as well as all the positive feedback on social media after the event, made our first NNO a huge success.

## NATW 2019 AWARD WINNERS

**MINNEAPOLIS** was selected as the top-ranked Category 1 area and received the National Night Out 2019 Cup. **San Antonio** was second, **Arlington, TX** was third and **Seattle** was fourth.

**THE WOODLANDS, TX** won the Cup in Category 2. **Gloucester Township, NJ**, won in Category 3 and **Miami Township, OH**, captured Category 4. **St. Francis, WI**, took Category 5 and **La Vernia, TX**, finished first in Category 6.

**TEXAS** was awarded the "National Night Out 2019 State Cup."

The complete list of NNO 2019 Award Winners begins on Page 3 of this issue and is also posted on the Awards page on our website at natw.org.

\* \* \*

The "37th Annual National Night Out" will culminate on August 4, 2019. (The Texas/October date will be October 6th.)

All 2019 registered coordinators will receive the official NNO 2019 registration information via USPS in mid-February.

Website registration (much preferred) for NNO 2019 is scheduled to open on February 1st.

All NNO coordinators are encouraged to please invite cities and towns that were not involved in 2019 to contact NATW now or visit the website.

Also, we noticed that there are a few communities that participate in National Night Out but that do not register with NATW. Due to federal trademark regulations, all cities and town that participate in NNO must register with us every year in order to use the NNO name or marks.

Anyone with any questions can email them to info@natw.org or call us at 1-800-648-3688.



# NATIONAL NIGHT OUT 2019



## Award Winners

### Category 1 300,000+ Population

1. Minneapolis, MN
2. San Antonio, TX
3. Arlington, TX
4. Seattle, WA
5. Los Angeles County, CA
6. Columbus, OH
7. Chesterfield County, VA
8. St. Paul, MN
9. Stockton, CA
10. Louisville Metro / Jefferson County, KY
11. Collin County, TX
12. Morris County, NJ
13. El Paso County, TX

### Category 2 100,000 - 300,000 Population

1. The Woodlands, TX
2. Orlando, FL
3. Rochester, MN
4. Modesto, CA
5. Topeka, KS
6. Kent, WA
7. Ontario, CA
8. Richardson, TX
9. West Valley City, UT
10. Hanover County, VA
11. McKinney, TX
12. Plano, TX
13. Stafford County, VA
14. Charles County, MD
15. Waco, TX
16. Grand Prairie, TX
17. Cook County, IL
18. Fremont, CA
19. Santa Clara, CA
20. Corona, CA
21. Peoria, AZ
22. Travis County Precinct 5, TX
23. Greeley, CO

### Category 3 50,000 - 100,000 Population

1. Gloucester Township, NJ
2. Maple Grove, MN
3. Carson City, NV
4. Margate, FL
5. Suffolk, VA
6. Brooklyn Park, MN
7. Hattiesburg, MS
8. Jacksonville, NC
9. Portsmouth, VA
10. Arlington Heights, IL
11. Goldsboro / Wayne County, NC

12. Cedar Park, TX
13. Pflugerville, TX
14. Longview, TX
15. Leander, TX
16. Turlock, CA
17. Tustin, CA
18. Sammamish, WA
19. Meriden, CT
20. Appleton, WI
21. Bowie, MD
22. Tinley Park, IL
23. Chino Hills, CA
24. Bryan, TX
25. Harrisonburg, VA
26. Commerce City, CO
27. Montebello, CA
28. Hamden, CT
29. Orland Park, IL
30. James City County, VA
31. Glendora, CA
32. Gastonia, NC

### Category 4 15,000 - 50,000 Population

1. Miami Township, OH
2. Sanford, NC
3. New Brighton, MN
4. Coppell, TX
5. South Elgin, IL
6. Bartlett, IL
7. Walla Walla, WA
8. Munster, IN
9. Carteret, NJ
10. Salisbury, MD
11. South Brunswick, NJ
12. Auburn Hills, MI
13. West Hollywood, CA
14. Oak Creek, WI
15. Urbandale, IA
16. San Gabriel, CA
17. Upper Merion Township, PA
18. Rolling Meadows, IL
19. Mill Creek, WA
20. Midlothian, TX
21. Hutto, TX
22. Grayson County, VA
23. Muskegon, MI
24. Oakdale, CA
25. Redmond, OR
26. Taylor, TX
27. Canon City, CO
28. Lebanon, OR
29. Crowley, TX
30. Happy Valley, OR
31. Lexington, SC
32. Cedar Hill, TX
33. Spring Township, PA
34. Hamilton Township, NJ
35. Alsip, IL
36. Mundelein, IL
37. Muskogee, OK

38. Laurel, MS
39. Boerne, TX
40. Mukilteo, WA
41. Syracuse, UT
42. Mountlake Terrace, WA
43. Warren County, MS
44. Plainfield, IL
45. Biddeford, ME

### Category 5 5,000 - 15,000 Population

1. St. Francis, WI
2. Placerville, CA
3. Fife, WA
4. Live Oak, TX
5. Siler City, NC
6. Butler, NJ
7. La Grange Park, IL
8. Galax, VA
9. Lumberton, NJ
10. Pine Hill, NJ
11. Chino Valley, AZ
12. Lehigh Township, PA
13. Farmville, VA
14. Rusk, TX
15. Williamsburg, VA
16. Oak Brook, IL
17. Bulverde, TX
18. Bellmead, TX
19. Dublin, GA
20. Signal Hill, CA
21. District Heights, MD
22. Hewitt, TX
23. Lilburn, GA
24. Frederick, CO
25. Monroe County, WI
26. Conover, NC
27. Warrenville, IL
28. Florence, OR
29. Fort Morgan, CO



*They were rockin and rollin at National Night Out at the University of Texas at Arlington.*

# ★ NATIONAL NIGHT OUT 2019 Award Winners ★

## Category 6 (less than 5,000)

1. La Vernia, TX
2. Moscow Borough, PA
3. Alhambra Valley, CA
4. Falls City, NE
5. Ada, MN
6. Castle Hills, TX
7. Dutton, AL
8. Brielle, NJ
9. Crewe, VA
10. Oregon, IL
11. Springdale, SC
12. Trimont, MN

## Category 7 (Military)

*(alphabetical by state)*

### ARMY

Fort Jackson, SC  
Fort Hood, TX

### AIR FORCE

Barksdale AFB, LA

### MARINES

Marine Corps Base Hawaii

## Category 8 (Electric Utilities)

Consumers Energy  
Grand Rapids, MI

## Category 9 (State)

State of Texas

## Category 10 (Neighborhood/Community)

*(alphabetical by state)*

Step Up And Do Something  
San Jose, CA

Hickam Communities  
Honolulu, HI

Schofield Barracks  
Honolulu, HI

Housing Works of Central Oregon

Hemlock Farms  
Northeastern, PA

South Philadelphia Snyder Plaza

Fort Hood Family Housing  
Fort Hood, TX

Near Northwest Management  
District Houston, TX

## Category 11 (Colleges / Universities)

*(alphabetical by state)*

University of Texas at Arlington  
University of Texas at Dallas  
Texas A&M University College Station, TX  
University of Texas at San Antonio

## Category 12 (Rookie of the Year)

*(alphabetical by state)*

Erie, CO  
Holly Hill, FL

East Moline, IL  
Crestwood, IL  
Herington, KS  
DeRidder, LA  
Ligonier Valley, PA  
Tellico Plains, TN  
Floresville, TX  
Echo / Lost Lake Community Group  
Snohomish, WA



Look at these two handsome dudes with their shades on at NNO in Fife, WA.

**“Like”  
National Night Out  
on facebook**

<http://www.facebook.com/NationalNightOut>



# NATIONAL NIGHT OUT 2019



Guess who showed up to National Night Out in Walla Walla, WA?



The youngsters in Erie, CO, put were strong competitors in this year's potato sack race.



Hutto, TX, produced this unique graphic to help promote National Night Out 2019.



Seattle Police brought out the Fife and Drum Corps for NNO 2019.



It was a classic Police vs Fire tug-of-war in Ligonier Valley, PA.



A beautiful entrance way at NNO 2019 in Lexington, SC.



Lower Merion Township Police (PA) Officer Tammaro enjoys one of the special donuts produced by Dunkin for NNO 2019.



The youngsters had an amazing time at NNO in Rusk, TX.



A sign of the times during National Night Out in Modesto, CA.



Residents of all ages enjoyed the festivities at NNO 2019 in Lower Merion Township, PA.



Another amazing year for NNO in El Paso County, TX.



*What a finale at National Night Out in Gloucester Township, NJ.*



*Firefighting 101 at National Night Out in Fife, WA.*



*You can always count on Modesto, CA for a great National Night Out event.*



*Nat the Knight was all over Jacksonville during NNO 2019.*



*Another great year for NNO in Arlington, TX.*



*Residents of all ages turned again this year for NNO in Bartlett, IL.*



*This picture is worth a thousand words courtesy of Seattle, WA.*



*A Ring doorbell was a prize this year at Modesto, CA, National Night Out.*



*Citizens and police from throughout the region gathered at the Philadelphia Museum of Art to help kickoff the 36th Annual National Night Out.*



*New to NNO this year, Academy Sports + Outdoors appeared at many events throughout the Southeast where give-aways included bike helmets and other goodies.*



*Officers from the Lower Merion Township Police Department chat with residents during this NNO event in Wynnewood, PA.*



Residents of Alhambra, CA, came out in big numbers for National Night Out 2019.



Teaching students how to extinguish a dorm room fire during NNO at the University of Texas at Arlington.



An incredible night at Jim Hansen Park in South Elgin, IL.



The first official NNO Tug-of-War in DeRidder, LA.



Events reached new heights at NNO in Bartlett, IL.





*Officers grabs a ride at National Night Out in Signal Hill, CA.*



*Village President Kevin Wallace and Nat the Knight proclaim August 6th as National Night Out in Bartlett, IL.*



*The young ones had a ball at NNO in Suffolk, VA.*



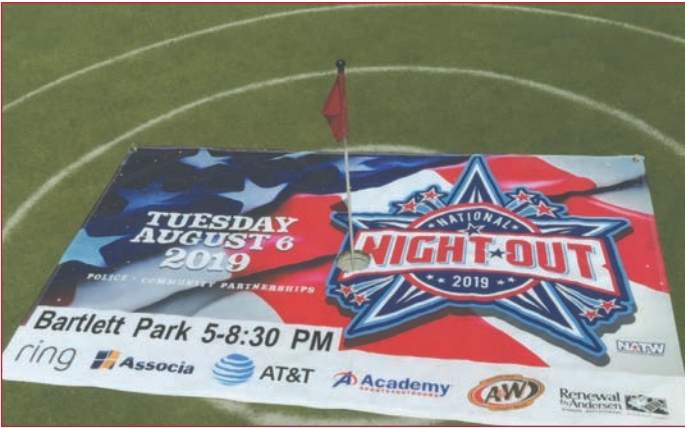
*National Morning Out for Seniors at NNO in The Woodlands, TX.*



*It was all about the children at National Night Out in Orland Park, IL.*



Another packed house at NNO at University of Texas at Arlington.



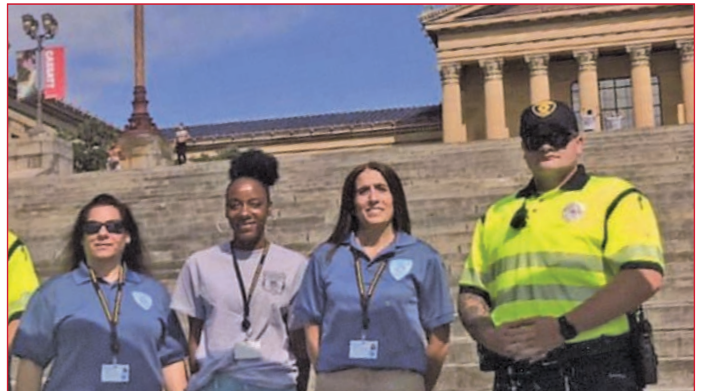
There was a Bartlett Family NNO Golf Event this year in Bartlett, IL.



The front gate at NNO 2019 in DeRidder, LA.



Ontario officials and Nat the Knight get the party started at NNO 2019 in Ontario, CA.



The Gloucester Township team joined police departments across the region to kickoff NNO at the Philadelphia Museum of Art.



Dog Walker Watch (DWW), a crime awareness program created by the National Association of Town Watch (NATW) last year, is growing rapidly across the country. There are over 75 million dog walkers throughout the USA. DWW training classes, conducted by local law enforcement, teach citizens how to become more effective observers and reporters of suspicious activity.

If your community has not registered yet, please visit [natw.org/dog](http://natw.org/dog). Ideally, you want your local police or sheriff's department to register as they will be doing the training. A training presentation is available for local law enforcement agencies.

NATIONAL ASSOCIATION OF TOWN WATCH  
NATIONAL NIGHT OUT  
P. O. BOX 303  
WYNNEWOOD, PA 19096

NON-PROFIT  
ORGANIZATION  
U.S. POSTAGE  
PAID  
UPPER DARBY, PA  
PERMIT NO. 682

To:



*Suffolk, VA, always puts on one of the best NNO campaigns in the nation.*

CITY OF UMATILLA, OREGON

# AGENDA BILL

<b>Agenda Title:</b> An Ordinance Revising the Library Board's Duties and Responsibilities by Amending Title 2, Chapter 3 of the City of Umatilla Municipal Code	<b>Meeting Date:</b> 2021-04-06
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<b>Department:</b> City Administration	<b>Director:</b> David Stockdale	<b>Contact Person:</b> Nanci Sandoval	<b>Phone Number:</b>
---	-------------------------------------	--	----------------------

<b>Cost of Proposal:</b> NA	<b>Fund(s) Name and Number(s):</b> N/A
<b>Amount Budgeted:</b> N/A	

<b>Reviewed by Finance Department:</b> Yes	<b>Previously Presented:</b> NA
---	------------------------------------

**Attachments to Agenda Packet Item:**

[DRAFT UPDATED LIBRARY COMMITTEE ORDINANCE.docx](#)

<b>Summary Statement:</b> Discussion.
--

<b>Consistent with Council Goals:</b> Goal 4: Increase Public Involvement, Create a Culture of Transparency with the Public, and Enhance Cultural Diversity.
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**ORDINANCE NO. XXX**

**AN ORDINANCE REVISING THE LIBRARY BOARD'S DUTIES AND RESPONSIBILITIES BY AMENDING TITLE 2, CHAPTER 3 OF THE CITY OF UMATILLA MUNICIPAL CODE**

**WHEREAS**, a Public Library has existed continuously in the City of Umatilla since the passage of Ordinance No. 51 in March of 1914; and

**WHEREAS**, Ordinance No. 571 was adopted on April 02, 1990 and established a Public Library Board as authorized by state law; and

**WHEREAS**, the City of Umatilla has evaluated its current procedures and studied the procedures of other communities; and

**WHEREAS**, staff recommends the changes outlined herein be considered by the City Council for amendment to Title 2, Chapter 6 of the City of Umatilla Municipal Code

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

1. **Underlined** language proposed to be added
2. **~~Strikethrough~~** language proposed for deletion

**2-3-1: PURPOSE:**

The City Public Library **Advisory Committee Board** shall **act as an advisory committee to the Library Director** ~~advise and make recommendations to the librarian~~, and when appropriate, the City ~~Manager~~ **Administrator**, Mayor and City Council, ~~on all matters related to the management of the Library, and to formulate and adopt rules and regulations governing the use of the Library.~~ **The Library Advisory Committee serves to provide citizen input and to advise on policy, services, and library development. The Committee members build community support and act as advocates for the Library's services.**

**2-3-2: COMMITTEE BOARD MEMBERSHIP; RESIDENCY; COMPENSATION:**

A. Membership: The **Committee Board** shall consist of five (5) members appointed by the Mayor with the approval of the City Council. The **Committee Board** shall be responsible to the City ~~Manager~~ **Administrator**, Mayor and City Council. **Committee Board** members shall be appointed from resident voters within the urban growth boundary of the City, **and one high-school aged member representing youth**. In addition to the appointed members to the **Committee Board**, the **City Manager, or his/her designee, Administrator**, Mayor and **Library Director librarian** may serve on the **Committee Board** as ex officio members.

B. Compensation: No **Committee Board** member shall receive a salary or any payment for materials or services rendered by the **Committee Board**, but **Committee Board** members may be reimbursed for expenses incurred in the performance of their duties.

**2-3-3: TERM OF OFFICE; REMOVAL:**

A. Term of Office: A full term of office shall be four (4) years from the date of appointment. When a vacancy exists, an appointment shall be made by the Mayor with the approval of the City Council to fill

the unexpired term. The **Committee Board** members in office at the time this Chapter is adopted shall continue in office, until the end of his/her office as fixed by ordinance.

B. Removal:

1. A **Committee Board** member may be removed by the Mayor with the approval of the City Council before the expiration of member's term of office for three (3) unexcused absences, for other violations of the **Board's bylaws Council Policies & Procedures** or for a change of residence outside the City's urban growth boundary.

2. A member may request a hearing before the Mayor and Council when the Council acts on the Mayor's request for approval to remove the member.

**2-3-4: MEETINGS:**

The **Committee Board** shall meet at such times as the **Committee Board** may determine are appropriate and necessary but no less than once every **quarter other month**. All **Committee Board** meetings shall be conducted in accordance with the **Council Policies & Procedures bylaws of the organization**, the provisions of this Chapter and with State and local law.

**2-3-5: OFFICERS:**

The **Committee Board** shall, at its first meeting **of the calendar year**, elect a chairman and such other officers as the **Committee Board** may deem appropriate. ~~Officers shall have such duties and authority as the Committee Board shall establish, consistent with its bylaws, other provisions of this Chapter and with law.~~

**2-3-6: RESPONSIBILITIES AND DUTIES:**

A. Advisory Capacity: The **Committee Board** shall have the responsibility for advising and making recommendations to the **Library Director librarian**, and when appropriate, to the **City Manager, or his/her designee, Administrator**, Mayor and Council, on all matters pertaining to the planning, acquisition, development and management of the Library.

B. Supervision of Direction: The City **Manager Administrator** shall have the responsibility for the hiring, termination, discipline and any other personnel actions affecting the **Library staff librarian**. ~~The Board shall act in an advisory capacity in the selection, discipline or termination of the Librarian.~~ The City Manager, or his/her designee, may request the assistance from Committee members to participate in hiring interviews at his/her sole discretion.

C. Rules and Regulations: The **Committee Board** shall advise staff on library policy, services, and library development. ~~prepare and adopt reasonable rules and regulations governing the use of and proper conduct in the library in the City.~~

D. Budget:-The Committee may make recommendations or requests to the City Manager, or his/her designee, for increases/decreases in Library programing or operations that may impact the annual budget. ~~The Board shall participate in the preparation of the annual budget and shall recommend to the Budget Officer a budget for the expenditure of all funds produced by tax or other means for the development, promotion and management of the library in the City.~~

E. Annual Reports: The **Committee Board** shall make a full and complete annual report to the City Council and make such other reports as may be required by the Mayor and Council. The **Library Director librarian** shall be responsible for the preparation of the report with **Committee Board** input.

**2-3-7: ASSISTANCE TO THE COMMITTEE BOARD:**

The **Library staff librarian** shall assist the **Committee Board** in the performance of its duties, ~~and shall prepare reports as requested by the Board.~~

### **2-3-8: INTERNAL ADMINISTRATIVE POLICIES AND PROCEDURES:**

The City Manager, or his/her designee, Administrator shall be the fiscal and internal administrative agent for the library, ~~and~~ The department shall operate in conformance with adopted City administrative policies & procedures, including, but not limited to those pertaining to the following:

- ~~—A. Personnel, including recruitment, selection, classification and pay for department staff;~~
- ~~—B. Personnel matters, including discipline and grievances;~~
- ~~—C. Receipt, disbursement and accounting for monies;~~
- ~~—D. Maintenance of general books, cost accounting records, and other financial documents;~~
- ~~—E. Purchasing;~~
- ~~—F. Budget administration; and~~
- ~~—G. Operation and maintenance of equipment and buildings.~~

A. Provide advice and recommendations on established or proposed policies, goals, and objectives for the Library;

B. Promote public participation and awareness programs to increase the use of the Library;

C. Help evaluate community needs and resources to guide the provision of Library services to the community;

D. To advocate, promote, support, and encourage positive and beneficial community relations.

CITY OF UMATILLA, OREGON

# AGENDA BILL

<b>Agenda Title:</b> General Housing Discussion	<b>Meeting Date:</b> 2021-04-06
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<b>Department:</b> City Administration	<b>Director:</b> David Stockdale	<b>Contact Person:</b> Dave Stockdale or Brandon Seitz	<b>Phone Number:</b>
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<b>Cost of Proposal:</b> n/a	<b>Fund(s) Name and Number(s):</b> General Fund - 01
<b>Amount Budgeted:</b> n/a	

<b>Reviewed by Finance Department:</b> Yes	<b>Previously Presented:</b> n/a
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**Attachments to Agenda Packet Item:**

**Summary Statement:**

The City continues to experience rapid housing growth. The next 5 years, at least, are forecasted to continue or increase at the existing pace. The majority of these developments are middle income homes (\$145,000 - \$325,000). The City's Housing Needs Analysis makes strong findings that the City needs Housing at every economic level. We would like to discuss some strategies and possible potential opportunities and partnerships the City could utilize to address meeting the Housing needs at lower and higher economic levels than what the private sector is currently constructing.

**Consistent with Council Goals:**

Goal 1: Promote a Vibrant and Growing Community by Investing in and Support of Quality of Life Improvements.



CITY OF UMATILLA, OREGON

**AGENDA BILL**

<b>Agenda Title:</b> West County Legislative Lobbyist Intergovernmental Agreement	<b>Meeting Date:</b> 2021-04-06
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<b>Department:</b> City Administration	<b>Director:</b> David Stockdale	<b>Contact Person:</b> David Stockdale	<b>Phone Number:</b>
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<b>Cost of Proposal:</b> \$10,000 annually	<b>Fund(s) Name and Number(s):</b> General Fund - 01
<b>Amount Budgeted:</b> \$10,000 proposed in FY22 Budget	

<b>Reviewed by Finance Department:</b> Yes	<b>Previously Presented:</b> n/a
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**Attachments to Agenda Packet Item:**

**Summary Statement:**

As the City and West Umatilla County continue to realize significant economic and population growth, it is becoming increasingly more important for our region of Eastern Oregon to have a voice with the Oregon Legislature. Umatilla County and the City of Hermiston would like to partner with the Cities of Umatilla/Echo/Stanfield in the form of an Intergovernmental Agreement (IGA) to hire a Legislative Lobbyist to represent West Umatilla County partners and our collective legislative priorities and is seeking to understand our level of interest in such an IGA. The total estimated annual cost is \$35,000, shared between each agency: \$10,000 County/\$10,000 Hermiston/\$10,000 Umatilla/\$2,500 Echo/\$2,500 Stanfield.

**Consistent with Council Goals:**

Goal 3: Enhance and Cultivate Relationships and Partnerships.

CITY OF UMATILLA, OREGON

# AGENDA BILL

<b>Agenda Title:</b> Elected Officials Stipend	<b>Meeting Date:</b> 2021-04-06
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<b>Department:</b> City Administration	<b>Director:</b> David Stockdale	<b>Contact Person:</b> David Stockdale	<b>Phone Number:</b>
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<b>Cost of Proposal:</b> n/a	<b>Fund(s) Name and Number(s):</b> General Fund - 01
<b>Amount Budgeted:</b> n/a	

<b>Reviewed by Finance Department:</b> Yes	<b>Previously Presented:</b> 02/19/2019
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**Attachments to Agenda Packet Item:**

**Summary Statement:**

The workload of the City Council and Mayor has significantly increased in order to keep up with the demand of our rapidly growing City. Regular Council meetings and Workshops used to run about an hour in duration, on average, as little as just three years ago and prior; these meetings are now running closer to a two-hour average or more depending on demand. Action Items used to be able to be limited to just once a month, but have now, out of necessity, been required at nearly every meeting. Discussion items were once nearly exclusively at Workshops, but now exist at every meeting. We are also experiencing a critical need to increase training of our Elected Officials so that they are adequately educated/experienced to make a well-informed decision. With all this and more, staff would like to bring back the topic of a monthly stipend for further discussion.

**Consistent with Council Goals:**

Goal 5 : Perform at the Highest Levels of Operational Excellence