

**UMATILLA CITY COUNCIL MEETING
AGENDA
COUNCIL CHAMBERS 700 6TH STREET, UMATILLA, OR 97882
FEBRUARY 7, 2023
7:00 PM**

1. **MEETING CALLED TO ORDER**

2. **ROLL CALL**

3. **PLEDGE OF ALLEGIANCE**

4. **APPROVAL OF AGENDA**

5. **CITY MANAGER'S REPORT**

5.1 **Rock the Locks Music Festival Official Public Release** *Suggested Action: Staff will provide the City's official Final Band Announcement, including headliners, for our new annual Rock the Locks Music Festival. Council will be presented with our initial poster, radio advertisement/announcement, website launch and demonstration, and other general information. Official Announcement during Council Meeting, General Public Announcement the following morning (though media and others certainly will learn at our meeting). Website Go Live will be February 10th. Tickets on Sale Thursday, February 16th at noon.*

5.2 **Online Payment Updates** *Suggested Action:*

The City of Umatilla has a new online payment provider. Xpress Bill Pay is the premier local government and service district payment provider. The switch was made to provide you with many new and enhanced features like full bill presentation, paperless billing, billing history, auto pay, stored payment info, email notifications, and many more. Staff will provide a demonstration of the utility bill portal and highlight other features.

5.3 **League of Oregon Cities (LOC) Day at the Capital Recap** *Suggested Action: Manager Stockdale attended the LOC's Day at the Capital on January 25th. This will be a general summary of his interactions and experience of the day. [LOC's highlights can be found here.](#)*

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 **January Paid Invoices** *Suggested Action: Motion to approve*

7.2 **January 17, 2023 Council Minutes** *Suggested Action: Approve minutes as presented.*

8. **PUBLIC HEARING**

8.1 **Tejeda Annexation (ANX-2-22)** *Suggested Action:*

The applicant, Miguel Tejeda, seeks approval to have his property, Tax lot 3200 on Assessors map 5N2817CA, situated in the City of Umatilla's urban growth boundary annexed into the City limits. Miguel is connected to City Water and City Sewer and due to the contiguous border between his property and the City limits he has requested to Annex into the City.

The Planning Commission held a public hearing at their January, 24, 2023 meeting and made a unanimous recommendation of approval to City Council.

8.2 **Public Hearing on Resolution No. 24-2023 - A resolution adjusting the budget for the 2022-23 fiscal year by adopting a supplemental budget, revising appropriations and increasing the approved FTE count** *Suggested Action: If a proposed supplemental budget will change any fund's expenditures by more than 10 percent, a public hearing must be held. In this case, the General Fund, Water Fund, Transient Room Tax Fund and Sewer Reserve Fund expenditures are changing by more than ten percent.*

9. **NEW BUSINESS**

9.1 **Resolution 24-2023 - A resolution adjusting the budget for the 2022-23 fiscal year by adopting a supplemental budget, revising appropriations and increasing the approved FTE count** *Suggested Action: Motion to approve Resolution 24-2023*

9.2 **Resolution 25-2023 - A resolution authorizing an operating interfund loan in an amount not to exceed \$1,500,000 from the General Fund to the Water Fund** *Suggested Action: Motion to approve Resolution 25-2023*

9.3 **Approval of Financial Support Letter for the Umatilla Hospital District** *Suggested Action: The City has been coordinating with the Umatilla Hospital District since early 2022 to assist them in their efforts to construct a new clinic to meet our community's needs and demands. In addition to providing the City's contracted grant writer at no cost to the District, Council has communicated their support, including financial support of the project. In addition to their own saved funds, the District continues to pursue grant and private funding, as well as partnership funds. To that extent, the District is seeking a letter of financial support. Staff is recommending the commitment of \$500,000 toward this project from the City's General Fund, which, if approved, will also be matched by Umatilla County for an additional \$500,000. Funding would be included in the FY24 Proposed Budget and Resolved/Adopted through that Budget adoption.*

Motion to Approve the City Manager to draft and submit a letter of financial support in the amount of \$500,000 to the Umatilla Hospital District for the construction of a new clinic.

9.4 **City Representative on the Chamber Board** *Suggested Action: The existing agreement between the City and Chamber requires the City Manager to recommend a city representative to the City Council. The representative cannot hold an officer position but is a voting at-large member of the Chamber Board. If confirmed by the Council the city representative must also be confirmed by the Chamber Board. Community Development Director, Brandon Seitz, has served as the city representative for the last two years.*

Community Development Director, Brandon Seitz, is recommended for appointment as the city representative on the Chamber Board. Staff recommends a motion to confirm Community Development Director, Brandon Seitz, as the city representative on the Chamber Board.

- 9.5 [Resolution No. 26-2023](#) - A resolution authorizing the City of Umatilla to enter into an Master Cultural Services Consulting Agreement with the Confederated Tribes of the Umatilla Indian Reservation, acting through its Cultural Resources Protection Program to provide professional cultural resource consulting services. *Suggested Action: The existing agreement between CTUIR and the City has expired. The City has a need for cultural resources consulting services on projects located through the city. Staff recommends a motion to approved Resolution No 26-2023.*
- 9.6 [Planning Commission Appointment](#) *Suggested Action: Mayor Sipe reviewed two applications for Planning Commission, interviewed the applicants, and recommends appointing Yesenia Leon-Tejeda to the Planning Commission.*

Suggest motion:

I move to approve Mayor Sipe's recommendation to appoint Yesenia Leon-Tejeda to the Planning Commission.

10. **PUBLIC COMMENT**

11. **DISCUSSION ITEMS**

- 11.1 [Transportation System Plan Discussion](#) *Suggested Action: A virtual open house was held from January 17, 2023 to January 31, 2023 to gather input on the draft Transportation System Plan. The comments received can be viewed at the link below:*

<https://umatilla-transportation-plan-gatewaymapping.hub.arcgis.com/>

- 11.2 [Council's Expectations of Staff's and Contractor's Time as it Relates to Answering Elected Official's Questions](#) *Suggested Action: City Manager Stockdale sent a Memo to Mayor Sipe and City Councilors on January 23, 2023 in response to a series of questions from Mayor Sipe relating to water concerns and water stewardship of the City. The work and effort necessary to appropriately respond required significant staff and contractor time. Previous communicated expectations by the Council to the City Manager as it relates to elected officials' requests was for elected officials to attempt to keep all requests to less than one hour of staff/contractor time, whenever possible, and for the City Manager to use discretionary caution when approving such requests that would take such time. Manager Stockdale is seeking further direction from Council on expectations as it relates to elected officials' individual requests. Direction from this discussion will be used to update Council's Adopted Policies and Procedures.*
- 11.3 [Review of Council Policies & Procedures](#) *Suggested Action: Pursuant to Chapter III, Section 10, of the Umatilla City Charter, the Council shall adopt Council Rules. Current adopted Council Policies & Procedures require that Council shall review and adopt these rules no later than March 31st of every odd numbered year. Sections that have been discussed over the previous two years that*

are likely initially of interest: Makeup of Standing Committees (may require Code update), need to incorporate City's social media policy, need to include Council interaction with traditional news media (perhaps update to Representing the City), perhaps a need to waive/exempt travel/training reimbursement requirements, meeting times (may require code update), communication with staff, and others.

This work will not be completed at today's meeting and will be brought back to Council to review an updated draft at the 2/21/23 Council Meeting.

- 11.4 **Review & Discussion of Council Goals** *Suggested Action: Council has been reviewing the existing adopted Council Goals since the beginning of the year and participated in a city-wide tour on January 28, 2023. This item is to continue that discussion further in effort to adopt new goals for the next two years.*

12. **MAYOR'S MESSAGE**

13. **COUNCIL INFORMATION & DISCUSSION**

14. **RECESS TO EXECUTIVE SESSION**

15. **EXECUTIVE SESSION**

- 15.1 **Executive Session - ORS 192.660 (2)(e) authorizes the executive session to consider a real property transaction.** *Suggested Action: n/a*

16. **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.

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.

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: Rock the Locks Music Festival Official Public Release	Meeting Date: 2023-02-07
---	------------------------------------

Department: Parks & Recreation	Director: David Stockdale	Contact Person: Chris Waite	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:

Staff will provide the City's official Final Band Announcement, including headliners, for our new annual Rock the Locks Music Festival. Council will be presented with our initial poster, radio advertisement/announcement, website launch and demonstration, and other general information. Official Announcement during Council Meeting, General Public Announcement the following morning (though media and others certainly will learn at our meeting). Website Go Live will be February 10th. Tickets on Sale Thursday, February 16th at noon.

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

Agenda Title: Online Payment Updates	Meeting Date: 2023-02-07
--	------------------------------------

Department: Finance & Administrative Services	Director: Melissa Ince	Contact Person: Melissa Ince	Phone Number:
---	----------------------------------	--	----------------------

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

Reviewed by Finance Department: Yes	Previously Presented: N/A
---	-------------------------------------

Attachments to Agenda Packet Item:

Summary Statement:

The City of Umatilla has a new online payment provider. Xpress Bill Pay is the premier local government and service district payment provider. The switch was made to provide you with many new and enhanced features like full bill presentation, paperless billing, billing history, auto pay, stored payment info, email notifications, and many more. Staff will provide a demonstration of the utility bill portal and highlight other features.

Consistent with Council Goals:

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

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title:

League of Oregon Cities (LOC) Day at the Capital Recap

Meeting Date:

2023-02-07

Department:

City Administration

Director:

David Stockdale

Contact Person:

David Stockdale

Phone Number:

Cost of Proposal:

n/a

Amount Budgeted:

n/a

Fund(s) Name and Number(s):

N/A

Reviewed by Finance Department:

No

Previously Presented:

n/a

Attachments to Agenda Packet Item:

Summary Statement:

Manager Stockdale attended the LOC's Day at the Capital on January 25th. This will be a general summary of his interactions and experience of the day. [LOC's highlights can be found here.](#)

Consistent with Council Goals:

Goal 3: Enhance and Cultivate Relationships and Partnerships.

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: January Paid Invoices	Meeting Date: 2023-02-07
---	------------------------------------

Department: Finance & Administrative Services	Director: Melissa Ince	Contact Person: Melissa ince	Phone Number:
---	----------------------------------	--	----------------------

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

Reviewed by Finance Department: Yes	Previously Presented: N/A
---	-------------------------------------

Attachments to Agenda Packet Item:

[January 2023 Paid Invoices.pdf](#)

Summary Statement: Motion to approve
--

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
7							
7	A & M Supply	3075032	Golf Course	12/28/22	3.65	50405	01/17/23
	Total 7:				3.65		
13							
13	A-1 Industrial Hose & Supply	343898	Parks Supplies	01/01/23	323.39	50406	01/17/23
	Total 13:				323.39		
45							
45	AJ's Printed Apparel	20994	City Promo Items	12/21/22	1,591.00	50323	01/09/23
	Total 45:				1,591.00		
63							
63	Alpine Alarm	MON4503	Fire Alarm & Security Alarm	01/04/23	684.00	50324	01/09/23
	Total 63:				684.00		
148							
148	Banner Bank Mastercard	0715.12.25.2	Lunch Meeting with Community Development	12/26/22	12.50	50408	01/17/23
		0715.12.25.2	Lunch Meeting with Community Development	12/26/22	12.50	50408	01/17/23
		0715.12.25.2	Lunch Meeting with Community Development	12/26/22	12.50	50408	01/17/23
		0715.12.25.2	Lunch Meeting with Community Development	12/26/22	12.50	50408	01/17/23
		0715.12.25.2	Amazon	12/26/22	16.29	50408	01/17/23
		0821.12.25.2	Rec. Kid Coat Order	12/25/22	384.32	50408	01/17/23
		0821.12.25.2	Rec. Kid Coat Order	12/25/22	500.41	50408	01/17/23
		0821.12.25.2	Marina Keys	12/25/22	68.96	50408	01/17/23
		0821.12.25.2	Rec. Kid Gloves	12/25/22	139.16	50408	01/17/23
		0821.12.25.2	Ice Rink Supplies	12/25/22	91.74	50408	01/17/23
		0821.12.25.2	Winterfest	12/25/22	31.99	50408	01/17/23
		0821.12.25.2	Bingo	12/25/22	233.42	50408	01/17/23
		0821.12.25.2	Ice Rink Supplies	12/25/22	20.35	50408	01/17/23
		0821.12.25.2	Winterfest	12/25/22	44.78	50408	01/17/23
		0821.12.25.2	Rec. Kids Beanies	12/25/22	153.66	50408	01/17/23
		0821.12.25.2	Adobe Illustrator	12/25/22	31.49	50408	01/17/23
		0821.12.25.2	Oregon Food Handler's	12/25/22	10.00	50408	01/17/23
		0821.12.25.2	Oregon Food Handler's	12/25/22	10.00	50408	01/17/23
		0821.12.25.2	Oregon Food Handler's	12/25/22	10.00	50408	01/17/23
		0821.12.25.2	Ice Rink Supplies	12/25/22	558.92	50408	01/17/23
		0821.12.25.2	Ice Rink Supplies	12/25/22	27.93	50408	01/17/23
		0821.12.25.2	Adobe Stock	12/25/22	29.99	50408	01/17/23
		0821.12.25.2	Ice Rink Supplies	12/25/22	49.90	50408	01/17/23
		0821.12.25.2	Ice Rink Concession	12/25/22	354.79	50408	01/17/23
		0821.12.25.2	Ice Rink Cleaning Supplies	12/25/22	31.99	50408	01/17/23

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		0821.12.25.2	Rec. Office Desk	12/25/22	469.98	50408	01/17/23
		0821.12.25.2	Rec. Office Monitor Mount	12/25/22	37.13	50408	01/17/23
		0821.12.25.2	Scavenger Hunt Prize	12/25/22	94.99	50408	01/17/23
		0821.12.25.2	Lunch-PW	12/25/22	34.61	50408	01/17/23
		0821.12.25.2	Lunch-PW	12/25/22	34.60	50408	01/17/23
		0821.12.25.2	Lunch-PW	12/25/22	34.60	50408	01/17/23
		0821.12.25.2	Lunch-PW	12/25/22	34.62	50408	01/17/23
		0821.12.25.2	Ice Rink Tarp	12/25/22	369.99	50408	01/17/23
		1051.12.25.2	City Gaming Challenge	12/25/22	20.00	50408	01/17/23
		1051.12.25.2	Library Media	12/25/22	55.26	50408	01/17/23
		1051.12.25.2	Canva Graphic Design Subscription	12/25/22	12.99	50408	01/17/23
		1051.12.25.2	Program Supplies	12/25/22	11.26	50408	01/17/23
		1051.12.25.2	Amazon Prime Membership	12/25/22	14.99	50408	01/17/23
		1051.12.25.2	Program Supplies	12/25/22	9.99	50408	01/17/23
		1051.12.25.2	Office Supplies	12/25/22	15.87	50408	01/17/23
		1051.12.25.2	Program Rack Card Prints	12/25/22	54.00	50408	01/17/23
		1051.12.25.2	Program Supplies	12/25/22	17.37	50408	01/17/23
		1051.12.25.2	Program Supplies	12/25/22	19.99	50408	01/17/23
		1051.12.25.2	Program Supplies	12/25/22	14.99	50408	01/17/23
		1051.12.25.2	Program Supplies	12/25/22	3.75	50408	01/17/23
		1051.12.25.2	Program Supplies	12/25/22	89.32	50408	01/17/23
		1051.12.25.2	Video Editing Software	12/25/22	11.99	50408	01/17/23
		1051.12.25.2	Program Supplies	12/25/22	19.98	50408	01/17/23
		1051.12.25.2	Program Supplies	12/25/22	202.00	50408	01/17/23
		2217.12.25.2	IACP Membership-Huxel	12/25/22	240.00	50408	01/17/23
		2217.12.25.2	911 Supply-Uniforms	12/25/22	72.98	50408	01/17/23
		2217.12.25.2	TLO Transunion	12/25/22	75.00	50408	01/17/23
		2217.12.25.2	911 Supply-Uniforms	12/25/22	52.98	50408	01/17/23
		2217.12.25.2	911 Supply-Uniforms	12/25/22	543.88	50408	01/17/23
		2217.12.25.2	OACP-Membership Command	12/25/22	375.00	50408	01/17/23
		2217.12.25.2	911 supply-uniforms	12/25/22	124.99	50408	01/17/23
		2217.12.25.2	Staff Meeting	12/25/22	399.36	50408	01/17/23
		2217.12.25.2	911 Supply-Uniforms	12/25/22	270.97	50408	01/17/23
		2217.12.25.2	NAWLEE Membership-Huxel	12/25/22	100.00	50408	01/17/23
		2970.12.25.2	Project Path Groundbreaking	12/25/22	117.34	50408	01/17/23
		2970.12.25.2	Building Dept. Supplies	12/25/22	34.98	50408	01/17/23
		2970.12.25.2	Project path Groundbreaking	12/25/22	60.80	50408	01/17/23
		2970.12.25.2	EDUCode-Kevin	12/25/22	900.00	50408	01/17/23
		2970.12.25.2	Building Dept. Supplies	12/25/22	152.99	50408	01/17/23
		2970.12.25.2	Adobe Products CDD	12/25/22	20.99	50408	01/17/23
		2970.12.25.2	Adobe Products-Rec. Dept	12/25/22	31.49	50408	01/17/23
		2970.12.25.2	Building Dept Books-Marisela	12/25/22	209.50	50408	01/17/23
		3132.12.25.2	Winterfest-power cord adapter	12/25/22	70.34	50408	01/17/23
		3132.12.25.2	City Hall Christmas Tree	12/25/22	120.00	50408	01/17/23
		3132.12.25.2	Pesticide Training-Harrington	12/25/22	126.65	50408	01/17/23

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		4267.12.25.2	Facebook-advertising art class and clay camp	12/25/22	10.00	50408	01/17/23
		4267.12.25.2	Winterfest supplies	12/25/22	23.96	50408	01/17/23
		4267.12.25.2	Food for Red Kid Orientation	12/25/22	130.00	50408	01/17/23
		4267.12.25.2	Winterfest supplies	12/25/22	24.93	50408	01/17/23
		4267.12.25.2	Food for rec kid orientation	12/25/22	9.65	50408	01/17/23
		4267.12.25.2	Gift Cards for Marina Contests	12/25/22	209.90	50408	01/17/23
		4267.12.25.2	Winterfest Supplies	12/25/22	58.68	50408	01/17/23
		4267.12.25.2	Winterfest Supplies	12/25/22	75.92	50408	01/17/23
		4267.12.25.2	Winterfest Supplies	12/25/22	251.05	50408	01/17/23
		4267.12.25.2	Winterfest Supplies	12/25/22	131.74	50408	01/17/23
		4267.12.25.2	Mouse Traps for Storage	12/25/22	32.35	50408	01/17/23
		4267.12.25.2	Winterfest supplies	12/25/22	13.99	50408	01/17/23
		4267.12.25.2	Ick Rink Concession Supplies	12/25/22	9.38	50408	01/17/23
		4267.12.25.2	Various Event Advertising	12/25/22	15.00	50408	01/17/23
		4267.12.25.2	Winterfest Supplies	12/25/22	69.97	50408	01/17/23
		4267.12.25.2	Winterfest Supplies	12/25/22	24.00	50408	01/17/23
		4267.12.25.2	Storage Bins for Winterfest Supplies	12/25/22	287.76	50408	01/17/23
		4267.12.25.2	Storage Bins for Winterfest Supplies	12/25/22	127.80	50408	01/17/23
		4267.12.25.2	Little Caesars-Lunch for Winterfest Clean-up crew	12/25/22	30.91	50408	01/17/23
		4267.12.25.2	Advertising for Various Events	12/25/22	6.87	50408	01/17/23
		4267.12.25.2	Programming Supplies	12/25/22	20.05	50408	01/17/23
		4267.12.25.2	Supplies for Clay Camp	12/25/22	23.00	50408	01/17/23
		4267.12.25.2	Winterfest Supplies-Return	12/25/22	75.86-	50408	01/17/23
		4267.12.25.2	Shelving for Concession Shed and Conex	12/25/22	376.94	50408	01/17/23
		4267.12.25.2	Food Handler's Permit	12/25/22	10.00	50408	01/17/23
		4267.12.25.2	Food Handler's Permit	12/25/22	10.00	50408	01/17/23
		4267.12.25.2	Cooking Class Supplies	12/25/22	18.58	50408	01/17/23
		4267.12.25.2	Cooking Class Supplies	12/25/22	35.99	50408	01/17/23
		4267.12.25.2	Programming Supplies	12/25/22	1.25	50408	01/17/23
		4267.12.25.2	Ice Rink Concession	12/25/22	29.18	50408	01/17/23
		4267.12.25.2	Ice Rink Concessions	12/25/22	6.98	50408	01/17/23
		4267.12.25.2	Office Supplies	12/25/22	29.07	50408	01/17/23
		4267.12.25.2	Programming Supplies	12/25/22	40.77	50408	01/17/23
		4267.12.25.2	Ice Rink Concession	12/25/22	47.71	50408	01/17/23
		4267.12.25.2	Cooking Class Supplies	12/25/22	6.84	50408	01/17/23
		4267.12.25.2	Ice Rink Bathroom Supplies	12/25/22	25.09	50408	01/17/23
		4267.12.25.2	Ice Rink Concessions	12/25/22	11.97	50408	01/17/23
		4267.12.25.2	Food Handler's Permit	12/25/22	10.00	50408	01/17/23
		4267.12.25.2	Paint for Rec. Office	12/25/22	238.52	50408	01/17/23
		4267.12.25.2	Painting Supplies	12/25/22	22.70	50408	01/17/23
		4267.12.25.2	Painting Supplies	12/25/22	70.02	50408	01/17/23
		4267.12.25.2	Painting Supplies	12/25/22	9.95	50408	01/17/23
		5571.12.25.2	Lunch Meeting	12/25/22	67.50	50408	01/17/23
		5571.12.25.2	Permit Tech Test-Marisela	12/25/22	895.00	50408	01/17/23

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		6929.12.25.2	Cellphone Repair-Public Works	12/25/22	175.00	50408	01/17/23
		6929.12.25.2	Garbage Bags for Parks	12/25/22	375.76	50408	01/17/23
		6929.12.25.2	Fire Dept. Christmas Giving	12/25/22	50.00	50408	01/17/23
		6929.12.25.2	Fire Dept. Christmas Giving	12/25/22	61.98	50408	01/17/23
		6929.12.25.2	Fire Dept. Christmas Giving	12/25/22	80.00	50408	01/17/23
		6929.12.25.2	Water Dept. Employee Appreciation	12/25/22	62.70	50408	01/17/23
		6929.12.25.2	Parks Applicator License Renewals	12/25/22	115.00	50408	01/17/23
		6929.12.25.2	Water Dept. Employee Appreciation	12/25/22	34.95	50408	01/17/23
		6929.12.25.2	LexJet-Plotter Printer Ink	12/25/22	600.00	50408	01/17/23
		6929.12.25.2	Water Meter Modems	12/25/22	284.80	50408	01/17/23
		6929.12.25.2	Fuel	12/25/22	30.00	50408	01/17/23
		6929.12.25.2	City Manager Bond	12/25/22	150.00	50408	01/17/23
		6929.12.25.2	amerititle-community development	12/25/22	400.00	50408	01/17/23
		7126.12.25.2	Callaway-Golf Retail	12/25/22	47.63	50408	01/17/23
		7126.12.25.2	TGW-Golf Retail	12/25/22	256.93	50408	01/17/23
		7126.12.25.2	Titleist	12/25/22	1,404.00	50408	01/17/23
		7126.12.25.2	Titleist	12/25/22	936.00	50408	01/17/23
		7126.12.25.2	USGA-Membership dues	12/25/22	150.00	50408	01/17/23
		7126.12.25.2	Golf Supplies	12/25/22	356.00	50408	01/17/23
		7126.12.25.2	TGW-Golf Retail	12/25/22	139.93	50408	01/17/23
		7126.12.25.2	Acushnet-golf retail	12/25/22	336.14	50408	01/17/23
		7147.12.25.2	Hotel Room-Edu Code	12/25/22	47.46	50408	01/17/23
		7147.12.25.2	Construction Exam Prep	12/25/22	995.00	50408	01/17/23
		7147.12.25.2	Construction Exam Prep	12/25/22	995.00	50408	01/17/23
		7147.12.25.2	Alaska Airlines-Training	12/25/22	267.19	50408	01/17/23
		8328.12.25.2	FS Com-Cable Lacing Bars/Cable Management	12/25/22	142.00	50469	01/18/23
		8328.12.25.2	Home Depot-Christmas Decor	12/25/22	36.94	50469	01/18/23
		8328.12.25.2	Christmas Bags	12/25/22	83.39	50469	01/18/23
		8328.12.25.2	GoToCom-Phone Bill	12/25/22	20.33	50469	01/18/23
		8328.12.25.2	GoToCom-Phone Bill	12/25/22	6.78	50469	01/18/23
		8328.12.25.2	GoToCom-Phone Bill	12/25/22	6.78	50469	01/18/23
		8328.12.25.2	GoToCom-Phone Bill	12/25/22	20.33	50469	01/18/23
		8328.12.25.2	GoToCom-Phone Bill	12/25/22	189.79	50469	01/18/23
		8328.12.25.2	GoToCom-Phone Bill	12/25/22	13.56	50469	01/18/23
		8328.12.25.2	GoToCom-Phone Bill	12/25/22	20.33	50469	01/18/23
		8328.12.25.2	GoToCom-Phone Bill	12/25/22	6.78	50469	01/18/23
		8328.12.25.2	IPad Cloud Storage	12/25/22	.99	50469	01/18/23
		8328.12.25.2	SP Ubiquiti-Camera WiFi Radios	12/25/22	209.44	50469	01/18/23
		8328.12.25.2	Computer Mouse	12/25/22	9.89	50469	01/18/23
		8328.12.25.2	Otterbox	12/25/22	41.95	50469	01/18/23
		8328.12.25.2	DMI Dell-Adobe License	12/25/22	8.30	50469	01/18/23
		8328.12.25.2	Christmas Decor	12/25/22	93.75	50469	01/18/23
		8328.12.25.2	Admin Fee	12/25/22	9.25	50469	01/18/23

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		8336.12.25.2	Patrol Bag	12/25/22	78.99	50408	01/17/23
		8336.12.25.2	Staff Meeting	12/25/22	41.00	50408	01/17/23
		8336.12.25.2	Meeting Supplies	12/25/22	13.68	50408	01/17/23
		8336.12.25.2	Meeting Supplies	12/25/22	44.01	50408	01/17/23
		8336.12.25.2	PD Supplies	12/25/22	6.97	50408	01/17/23
		8336.12.25.2	PD Supplies	12/25/22	43.42	50408	01/17/23
		8336.12.25.2	PD Supplies	12/25/22	64.98	50408	01/17/23
		8336.12.25.2	PD Supplies	12/25/22	83.77	50408	01/17/23
		8336.12.25.2	PD Supplies	12/25/22	221.02	50408	01/17/23
		8488.12.25.2	Microsoft Teams License	12/25/22	165.00	50408	01/17/23
		8488.12.25.2	GFOA Conference Registration	12/25/22	485.00	50408	01/17/23
		8488.12.25.2	Office Supplies	12/25/22	26.99	50408	01/17/23
		8488.12.25.2	Boyd's Place Expenses	12/25/22	143.35	50408	01/17/23
		8488.12.25.2	Employee Appreciation	12/25/22	1,354.80	50408	01/17/23
		8488.12.25.2	SOS Audit Filing Fee	12/25/22	350.00	50408	01/17/23
		8488.12.25.2	Giving Tree Sponsorship	12/25/22	80.00	50408	01/17/23
		8488.12.25.2	Rec. Programming	12/25/22	16.99	50408	01/17/23
		9336.12.25.2	Ice Rink Supplies	12/25/22	68.36	50408	01/17/23
		9336.12.25.2	Winterfest Lights	12/25/22	46.99	50408	01/17/23
		9336.12.25.2	ISSUU-Flip Book Publishing	12/25/22	58.00	50408	01/17/23
		9336.12.25.2	Ice Rink Supplies	12/25/22	29.99	50408	01/17/23
		9336.12.25.2	Ice Rink Shoe Racks	12/25/22	95.97	50408	01/17/23
		9336.12.25.2	Ice Rink Vacuum Supplies	12/25/22	14.99	50408	01/17/23
		9336.12.25.2	Winterfest Supplies	12/25/22	244.52	50408	01/17/23
		9336.12.25.2	Facebook Meta-Advertising	12/25/22	175.00	50408	01/17/23
		9336.12.25.2	Winterfest Supplies	12/25/22	69.15	50408	01/17/23
		9336.12.25.2	Facebook Meta-Advertising	12/25/22	35.67	50408	01/17/23
		9336.12.25.2	Office Supplies	12/25/22	43.17	50408	01/17/23
		9336.12.25.2	Winterfest Supplies	12/25/22	98.00	50408	01/17/23
	Total 148:				25,581.54		
155							
155	Barnett & Moro, P.C.	AUDIT2022	Annual Audit	12/17/22	16,128.00	50325	01/09/23
	Total 155:				16,128.00		
206							
206	BJK Truck Parts	X100117062:	Parts/Repairs Streets Vehicles	12/06/22	150.06	50409	01/17/23
		X100117270:	Parts/Repairs Streets Vehicles	12/08/22	147.76	50409	01/17/23
	Total 206:				297.82		
231							
231	Bonney's AG & Auto Repair	121161	Brush Hog-Golf Course	12/16/22	53.00	50327	01/09/23
	Total 231:				53.00		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
281							
281	Bureau of Labor & Industries	PEDESTRIA	Contract Fee-Prevailing Wage Rate Unit	01/05/23	4,394.79	50329	01/09/23
	Total 281:				4,394.79		
320							
320	Canon Solutions America, Inc	6002818655	City Hall Copy Machine Maintenance Contract	12/24/22	271.02	50411	01/17/23
	Total 320:				271.02		
351							
351	Cascade Natural Gas Corp.	1092.12.22.2	700 6th St.	12/22/22	313.79	50331	01/09/23
		1092.12.22.2	700 6th St.	12/22/22	313.80	50331	01/09/23
		1092.12.22.2	700 6th St.	12/22/22	313.79	50331	01/09/23
		3033.12.22.2	82959 Draper St.	12/22/22	438.98	50331	01/09/23
		8476.12.22.2	1205 W 3RD St.	12/22/22	2,212.26	50331	01/09/23
	Total 351:				3,592.62		
355							
355	Casiday Battery Co.	16280	Water Dept. Supplies	01/11/23	299.85	50413	01/17/23
	Total 355:				299.85		
362							
362	Center Point Large Print	1960635	Large Print Books for Library	10/01/22	49.14	50332	01/09/23
		1980779	Large Print Books for Library	01/01/23	49.14	50474	01/26/23
	Total 362:				98.28		
367							
367	CenturyLink	678B.11.25.2	Police Dept Phones	11/25/22	92.99	50334	01/09/23
		678B.12.25.2	Police Dept Phones	12/25/22	93.03	50414	01/17/23
	Total 367:				186.02		
391							
391	CI INFORMATION MANAGMEN	0141907	PD Shred Services	10/31/22	50.74	50335	01/09/23
		0143179	Onsite document shred	11/30/22	50.74	50415	01/17/23
		0143180	Onsite document shred	11/30/22	50.74	50415	01/17/23
		0144387	Onsite document shred	12/31/22	50.74	50415	01/17/23
		0144388	Onsite document shred	12/31/22	50.74	50415	01/17/23
		140622	Onsite document shred	09/30/22	304.43	50335	01/09/23
		141908	Onsite document shred	10/31/22	50.74	50335	01/09/23
	Total 391:				608.87		
400							
400	City of Pendleton	INV12429	Lab Fees-Lab Billing 12 22	01/01/23	338.00	50417	01/17/23

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 400:					338.00		
427							
427	Columbia Harvest Foods	01-1428184	WWTP Lab Supplies	06/22/21	14.95	Multiple	Multiple
		01-1451564	Marina Supplies	07/30/21	5.99	Multiple	Multiple
		01-1540722	WWTP Lab	12/14/21	3.89	Multiple	Multiple
		01-1656440	Public Works	06/24/22	17.58	Multiple	Multiple
		01-1656440	Public Works	06/24/22	17.58	Multiple	Multiple
		01-1656440	Public Works	06/24/22	17.58	Multiple	Multiple
		01-1656440	Public Works	06/24/22	17.58	Multiple	Multiple
		01-1673870	Waterpalooza	07/23/22	65.22	Multiple	Multiple
		01-1679414	National Night Out	08/02/22	40.76	Multiple	Multiple
		01-1713463	Water for Public Works	09/27/22	10.19	Multiple	Multiple
		01-1713463	Water for Public Works	09/27/22	10.19	Multiple	Multiple
		01-1713463	Water for Public Works	09/27/22	10.18	Multiple	Multiple
		01-1713463	Water for Public Works	09/27/22	10.18	Multiple	Multiple
		01-1764540	Water for Shop	12/20/22	17.18	50420	01/17/23
		01-1764540	Water for shop	12/20/22	17.17	50420	01/17/23
		01-1764540	Water for Shop	12/20/22	17.18	50420	01/17/23
		01-1772590	City Manager Meeting	01/03/23	25.37	50420	01/17/23
		02-1882919	Public Works	06/02/21	14.37	Multiple	Multiple
		02-1882919	Public Works	06/02/21	14.37	Multiple	Multiple
		02-1882919	Public Works	06/02/21	14.37	Multiple	Multiple
		02-1882919	Public Works	06/02/21	14.37	Multiple	Multiple
		02-1882935	Employee Appreciation	06/02/21	35.16	Multiple	Multiple
		02-1887611	Parks programming	06/09/21	30.86	Multiple	Multiple
		02-1896356	Public Works	06/21/21	23.81	Multiple	Multiple
		02-1896356	Public Works	06/21/21	23.80	Multiple	Multiple
		02-1896356	Public Works	06/21/21	23.80	Multiple	Multiple
		02-1896356	Public Works	06/21/21	23.81	Multiple	Multiple
		02-1896508	Lab Supplies	06/21/21	38.50	Multiple	Multiple
		02-1896508	Public Works	06/21/21	10.68	Multiple	Multiple
		02-1896508	Public Works	06/21/21	10.68	Multiple	Multiple
		02-1896508	Public Works	06/21/21	10.69	Multiple	Multiple
		02-1896508	Public Works	06/21/21	10.69	Multiple	Multiple
		02-1901553	Public Works	06/28/21	19.28	Multiple	Multiple
		02-1901553	Public Works	06/28/21	19.28	Multiple	Multiple
		02-1901553	Public Works	06/28/21	19.27	Multiple	Multiple
		02-1901553	Public Works	06/28/21	19.27	Multiple	Multiple
		02-1903697	Public Works	07/01/21	8.83	Multiple	Multiple
		02-1903697	Public Works	07/01/21	8.83	Multiple	Multiple
		02-1903697	Public Works	07/01/21	8.83	Multiple	Multiple
		02-1903697	Public Works	07/01/21	8.83	Multiple	Multiple
		02-1922466	Waterpalooza	07/24/21	11.96	Multiple	Multiple
		02-1923608	Marina Supplies	07/26/21	93.51	Multiple	Multiple
		02-1937298	Marina Supplies	08/11/21	22.77	Multiple	Multiple
		02-1938278	Public Works	08/12/21	8.38	Multiple	Multiple
		02-1938278	Public Works	08/12/21	8.39	Multiple	Multiple
		02-1938278	Public Works	08/12/21	8.38	Multiple	Multiple
		02-1938278	Public Works	08/12/21	8.39	Multiple	Multiple
		02-1953512	Diversion Samples	08/30/21	29.90	Multiple	Multiple
		02-1955496	Lab Supplies	09/01/21	35.66	Multiple	Multiple

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		02-1955496	Public Works	09/01/21	8.84	Multiple	Multiple
		02-1955496	Public Works	09/01/21	8.84	Multiple	Multiple
		02-1955496	Public Works	09/01/21	8.84	Multiple	Multiple
		02-1955496	Public Works	09/01/21	8.84	Multiple	Multiple
		02-1968499	Water for Well Houses	09/17/21	3.57	Multiple	Multiple
		02-1978001	Diversion Samples	09/28/22	34.20	Multiple	Multiple
		02-2068161	Public Works	01/29/22	6.19	Multiple	Multiple
		02-2068161	Public Works	01/29/22	6.19	Multiple	Multiple
		02-2068161	Public Works	01/29/22	6.19	Multiple	Multiple
		02-2068161	Public Works	01/29/22	6.19	Multiple	Multiple
		02-2080677	lab supplies	02/14/22	14.12	Multiple	Multiple
		02-2141312	Public Works Meeting	05/03/22	1.97	Multiple	Multiple
		02-2141312	Public Works Meeting	05/03/22	1.98	Multiple	Multiple
		02-2141312	Public Works-Meeting	05/03/22	1.97	Multiple	Multiple
		02-2141312	Public Works-Meeting	05/03/22	1.97	Multiple	Multiple
		02-2164344	City Meeting	05/31/22	27.90	Multiple	Multiple
		02-2166254	City Hall Bees	06/02/22	17.93	Multiple	Multiple
		02-2169989	Public Works	06/07/22	25.30	Multiple	Multiple
		02-2169989	Public Works	06/07/22	25.30	Multiple	Multiple
		02-2169989	Public Works	06/07/22	25.30	Multiple	Multiple
		02-2169989	Public Works	06/07/22	25.29	Multiple	Multiple
		02-2179720	Parks programming	06/19/22	107.71	Multiple	Multiple
		02-2179934	Parks programming	06/19/22	26.07	Multiple	Multiple
		02-2182594	Public Works	06/22/22	14.17	Multiple	Multiple
		02-2182594	Public Works	06/22/22	14.17	Multiple	Multiple
		02-2182594	Public Works	06/22/22	14.18	Multiple	Multiple
		02-2182594	Public Works	06/22/22	14.17	Multiple	Multiple
		02-2196958	Public Works	07/12/22	14.55	Multiple	Multiple
		02-2196958	Public Works	07/12/22	14.54	Multiple	Multiple
		02-2196958	Public Works	07/12/22	14.55	Multiple	Multiple
		02-2196958	Public Works	07/12/22	14.55	Multiple	Multiple
		02-2201591	Public Works	07/18/22	17.12	Multiple	Multiple
		02-2201591	Public Works	07/18/22	17.12	Multiple	Multiple
		02-2201591	Public Works	07/18/22	17.11	Multiple	Multiple
		02-2201591	Public Works	07/18/22	17.12	Multiple	Multiple
		02-2208160	Public Works	07/26/22	15.42	Multiple	Multiple
		02-2208160	Public Works	07/26/22	15.42	Multiple	Multiple
		02-2208160	Public Works	07/26/22	15.42	Multiple	Multiple
		02-2208160	Public Works	07/26/22	15.42	Multiple	Multiple
		02-2208229	Water Safety After School Program	07/26/22	6.98	Multiple	Multiple
		02-2213269	Public Works	06/01/22	15.42	Multiple	Multiple
		02-2213269	Public Works	06/01/22	15.42	Multiple	Multiple
		02-2213269	Public Works	06/01/22	15.42	Multiple	Multiple
		02-2213269	Public Works	06/01/22	15.42	Multiple	Multiple
		02-2232269	Employee Meetings-Lohman Going Away	08/26/22	73.10	Multiple	Multiple
		02-2232360	Water Dept.	08/26/22	2.39	Multiple	Multiple
		02-2244912	Parks programming	09/10/22	62.07	Multiple	Multiple
		02-2245086	Parks programming	09/10/22	36.90	Multiple	Multiple
		02-2275527	Water Dept. Supplies	10/18/22	13.58	Multiple	Multiple
		02-2289195	Clean Up Day Supplies	11/04/22	119.61	Multiple	Multiple
		02-2292504	Public Works	11/08/22	6.79	Multiple	Multiple

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		02-2292504	Public Works	11/08/22	6.79	Multiple	Multiple
		02-2292504	Public Works	11/08/22	6.79	Multiple	Multiple
		02-2292504	Public Works	11/08/22	6.79	Multiple	Multiple
		022299999	Sewer Dept Supplies	11/18/22	22.57	Multiple	Multiple
		03-1344613	Parks programming	06/26/21	12.28	Multiple	Multiple
		03-1379187	Parks programming	08/20/21	42.90	Multiple	Multiple
		03-1380983	Public Works	08/23/22	14.40	Multiple	Multiple
		03-1380983	Public Works	08/23/22	14.39	Multiple	Multiple
		03-1380983	Public Works	08/23/22	14.39	Multiple	Multiple
		03-1380983	Public Works	08/23/22	14.40	Multiple	Multiple
		03-1409535	WWTP Supplies	10/08/21	40.53	Multiple	Multiple
		03-1449120	Marina Supplies	12/13/21	10.78	Multiple	Multiple
		03-1472848	Marina Supplies	01/20/22	36.63	Multiple	Multiple
		03-1475448	Shop Supplies	01/24/22	8.38	Multiple	Multiple
		03-1520589	Clean Up Day	04/07/22	120.63	Multiple	Multiple
		03-1558549	Parks programming	06/10/22	46.02	Multiple	Multiple
		03-1558551	Parks programming	06/10/22	6.98	Multiple	Multiple
		03-1585122	Parks programming	07/22/22	247.08	Multiple	Multiple
		03-1585831	Waterpalooza	07/23/22	84.51	Multiple	Multiple
		03-1587546	WWTP Supplies	07/26/22	65.53	Multiple	Multiple
		03-1644381	Cooking Class	10/29/22	23.66	Multiple	Multiple
		04-1118165	PW Supplies	05/05/21	5.39	Multiple	Multiple
		04-1118165	PW Supplies	05/05/21	5.38	Multiple	Multiple
		04-1118165	PW Supplies	05/05/21	5.39	Multiple	Multiple
		04-1118165	PW Supplies	05/05/21	5.39	Multiple	Multiple
		04-1337708	Public Works	06/01/21	12.36	Multiple	Multiple
		04-1337708	Public Works	06/01/21	12.36	Multiple	Multiple
		04-1337708	Public Works	06/01/21	12.37	Multiple	Multiple
		04-1337708	Public Works	06/01/21	12.37	Multiple	Multiple
		04-1338391	Employee Appreciation	06/02/22	15.97	Multiple	Multiple
		04-1351604	Public Works	06/23/21	13.94	Multiple	Multiple
		04-1351604	Public Works	06/23/21	13.94	Multiple	Multiple
		04-1351604	Public Works	06/23/21	13.94	Multiple	Multiple
		04-1351604	Public Works	06/23/21	13.94	Multiple	Multiple
		04-1355048	Public Works	06/30/21	23.71	Multiple	Multiple
		04-1355048	Public Works	06/30/21	23.71	Multiple	Multiple
		04-1355048	Public Works	06/30/21	23.71	Multiple	Multiple
		04-1355048	Public Works	06/30/21	23.72	Multiple	Multiple
		04-1368900	Waterpalooza	07/24/21	75.30	Multiple	Multiple
		04-1403877	Water Training	09/22/23	8.79	Multiple	Multiple
		04-1410886	Parks Supplies	10/05/21	24.76	Multiple	Multiple
		04-1438535	Public Works	11/22/21	7.07	Multiple	Multiple
		04-1438535	Public Works	11/22/21	7.07	Multiple	Multiple
		04-1438535	Public Works	11/22/21	7.08	Multiple	Multiple
		04-1438535	Public Works	11/22/21	7.07	Multiple	Multiple
		04-1475997	Parks programming	02/06/22	14.00	Multiple	Multiple
		04-1497139	Parks programming	03/21/22	24.93	Multiple	Multiple
		04-1498172	Parks programming	03/23/22	6.18	Multiple	Multiple
		04-1546739	Public Works	06/22/22	2.62	Multiple	Multiple
		04-1546739	Public Works	06/22/22	2.62	Multiple	Multiple
		04-1546739	Public Works	06/22/22	2.61	Multiple	Multiple
		04-1546739	Public Works	06/22/22	2.62	Multiple	Multiple
		04-1552228	Parks programming	07/02/22	680.23	Multiple	Multiple

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		04-1556744	Parks programming	07/08/22	3.49	Multiple	Multiple
		04-1565324	Waterpalooza	07/23/22	78.95	Multiple	Multiple
		04-1577737	Public Works	08/12/22	10.27	Multiple	Multiple
		04-1577737	Public Works	08/12/22	10.27	Multiple	Multiple
		04-1577737	Public Works	08/12/22	10.26	Multiple	Multiple
		04-1577737	Public Works	08/12/22	10.26	Multiple	Multiple
		04-1580107	Parks programming	08/16/22	10.28	Multiple	Multiple
		04-1580899	Water for Public Works	08/17/22	13.98	Multiple	Multiple
		04-1580899	Water for Public Works	08/17/22	13.98	Multiple	Multiple
		04-1580899	Water for Public Works	08/17/22	13.98	Multiple	Multiple
		04-1580899	Water for Public Works	08/17/22	13.98	Multiple	Multiple
		04-1584042	Rec. Program	01/29/22	10.28	Multiple	Multiple
		04-1594698	Rec. Program	09/10/22	21.96	Multiple	Multiple
		04-1596553	Water for Public Works	09/13/22	11.88	Multiple	Multiple
		04-1596553	Water for Public Works	09/13/22	11.88	Multiple	Multiple
		04-1596553	Water for Public Works	09/13/22	11.88	Multiple	Multiple
		04-1596553	Water for Public Works	09/13/22	11.89	Multiple	Multiple
		041613509	Water for Public Works	10/10/22	10.19	Multiple	Multiple
		041613509	Water for public works	10/10/22	10.19	Multiple	Multiple
		041613509	Water for Public Works	10/10/22	10.18	Multiple	Multiple
		041613509	Water for Public Works	10/10/22	10.18	Multiple	Multiple
		04-1644992	Parks Programming	12/01/22	202.80	50476	01/26/23
		05-808311	Public Works	08/03/21	4.49	Multiple	Multiple
		05-808311	Public Works	08/03/21	4.48	Multiple	Multiple
		05-808311	Public Works	08/03/21	4.48	Multiple	Multiple
		05-808311	Public Works	08/03/21	4.49	Multiple	Multiple
Total 427:					4,475.24		
435							
435	Commercial Tire	15-325246	Tires	01/13/23	1,137.48	50477	01/26/23
		285725	Parks Dept. Equipment	09/02/22	16.75	50421	01/17/23
		288046	Police Dept. Equipment Maint.	11/02/22	76.35	50421	01/17/23
		288254	Snow tire change over	11/09/22	96.75	50421	01/17/23
		290046	Parks Dept.-Air Bag Kit	01/05/23	899.00	50421	01/17/23
		290166	PD tire maintenance.	01/10/23	716.20	50421	01/17/23
Total 435:					2,942.53		
439							
439	Concrete Special Ties, Inc.	82300	Street Supplies	12/19/22	335.07	50336	01/09/23
		82464	Street Supplies	01/01/23	498.49	50336	01/09/23
		82974	Concrete Supplies	01/18/23	560.97	50478	01/26/23
Total 439:					1,394.53		
525							
525	DCBS - Fiscal Services	4THQTR202	Bldg Surcharge Quarterly Sub	01/04/23	67,839.55	50341	01/09/23
Total 525:					67,839.55		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
536							
536	Dell Marketing L.P.	1063785990	Adobe Acrobat	01/11/23	62.31	50342	01/09/23
Total 536:					62.31		
546							
546	Department of Corrections	AR028345	Work Crew	12/17/22	4,830.00	50343	01/09/23
		AR028345	Work Crew	12/17/22	2,070.00	50343	01/09/23
		AR028345	Work Crew	12/17/22	690.00	50343	01/09/23
		AR028345	Work Crew	12/17/22	2,070.00	50343	01/09/23
Total 546:					9,660.00		
550							
550	DEQ - Dept. of Environmental Q	R93052-02.0	Loan Repayment	01/06/23	31,360.00	50422	01/17/23
		R93052-02.0	Loan Interest	01/06/23	18,238.00	50422	01/17/23
		R93052-FEE	Loan Fee	01/01/23	11,691.00	50422	01/17/23
		UST23-0001	Annual Compliance Fee	01/13/23	650.00	50480	01/26/23
Total 550:					61,939.00		
559							
559	Devin Oil Company Inc	338541	Public Works Fuel	12/28/22	2,173.88	50344	01/09/23
		339745	Golf Course Fuel	12/13/22	466.26	50423	01/17/23
		CL68973	Building Dept. Fuel	11/30/22	119.94	50344	01/09/23
		CL68973	Parks and Rec	11/30/22	82.69	50344	01/09/23
		CL68973	Public Works Fuel	11/30/22	288.32	50344	01/09/23
		CL68973	Public Works Fuel	11/30/22	288.32	50344	01/09/23
		CL68973	Public Works Fuel	11/30/22	288.33	50344	01/09/23
		CL68973	Public Works Fuel	11/30/22	288.32	50344	01/09/23
		CL68974	PD Fuel	12/01/22	1,202.49	50344	01/09/23
		CL69198	PD Fuel	12/15/22	1,419.55	50344	01/09/23
		CL69412	Public Works Fuel	01/01/23	387.14	50423	01/17/23
		CL69412	Public Works Fuel	01/01/23	387.14	50423	01/17/23
		CL69412	Public Works Fuel	01/01/23	387.14	50423	01/17/23
		CL69412	Public Works Fuel	01/01/23	387.14	50423	01/17/23
		CL69412	Public Works Fuel	01/01/23	387.14	50423	01/17/23
		CL69412	Parks and Rec	01/01/23	83.31	50423	01/17/23
		CL69413	PD Fuel	01/01/23	1,251.51	50423	01/17/23
		CL69638	Building Dept. Fuel	01/20/23	27.47	50481	01/26/23
		CL69638	Public Works Fuel	01/20/23	373.41	50481	01/26/23
		CL69638	Public Works Fuel	01/20/23	373.42	50481	01/26/23
		CL69638	Public Works Fuel	01/20/23	373.41	50481	01/26/23
		CL69638	Public Works Fuel	01/20/23	373.41	50481	01/26/23
		CL69639	PD Fuel	01/20/23	1,372.76	50481	01/26/23
		DEC0014	Public Works Fuel	01/01/23	27.12	50423	01/17/23
		DEC0015	PD Fuel	01/01/23	24.05	50423	01/17/23
Total 559:					12,446.53		
607							
607	Ducote Consulting	1916	On-Site Septic Conversion Grant Program	12/15/22	1,700.00	50346	01/09/23
		1918	Marina Research and grant	12/30/22	1,100.00	50346	01/09/23

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		1919	RTP Riverfond Shared Use Path	12/30/22	250.00	50346	01/09/23
		1921	Business Center Construction	12/30/22	131.25	50346	01/09/23
		1921	Business Center Construction	12/30/22	131.25	50346	01/09/23
	Total 607:				3,312.50		
609							
609	Duke's Auto Plus	14935	Repair-Police Vehicle	12/30/22	473.00	50347	01/09/23
		14971	Oil Change	01/20/23	125.00	50485	01/26/23
	Total 609:				598.00		
628							
628	East Oregonian	346865	planning commission-meeting	01/14/23	404.25	50486	01/26/23
	Total 628:				404.25		
635							
635	Eastern Oregon Telecom, LLC	0317.01.02.2	Golf Course	01/01/23	163.34	50425	01/17/23
		10317.12.01.	Golf Course	12/01/22	163.34	50348	01/09/23
		8743.01.01.2	Marina Internet	01/01/23	246.50	50425	01/17/23
		8743.01.01.2	City Hall Internet	01/01/23	3.35	50425	01/17/23
		8743.01.01.2	City Hall Internet	01/01/23	10.03	50425	01/17/23
		8743.01.01.2	City Hall Internet	01/01/23	236.94	50425	01/17/23
		8743.01.01.2	City Hall Internet	01/01/23	102.90	50425	01/17/23
		8743.01.01.2	Shop Internet	01/01/23	42.97	50425	01/17/23
		8743.01.01.2	WWTP Internet	01/01/23	280.91	50425	01/17/23
		8743.01.01.2	Police Dept. Internet	01/01/23	237.94	50425	01/17/23
	Total 635:				1,488.22		
659							
659	Elmer's Irrigation & Supply	319185	Deicer Truck Parts	12/20/22	110.00	50349	01/09/23
		319422	Golf Course Irrigation	01/13/23	34,044.90	50488	01/26/23
	Total 659:				34,154.90		
669							
669	Engraving Specialties	7793	new mayor and council	11/01/22	88.00	50350	01/09/23
	Total 669:				88.00		
712							
712	Fastrack	278CARTWR	UTILITY REFUND	01/20/23	16.16	50489	01/26/23
	Total 712:				16.16		
854							
854	Gordon's Electric Inc.	J000960	Big River Golf				

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
			Course-Wire Golf Cart Sheds	01/10/23	7,771.06	50490	01/26/23
		W18028	Kiwanis Pk Restroom	12/05/22	4,307.41	50352	01/09/23
		W18030	Install heaters at Nugent Pk	12/05/22	7,677.84	50352	01/09/23
		W18031	Marina fuse replacement	12/05/22	497.74	50352	01/09/23
		W18071	Marina diesel pump repair/dock lights	12/09/22	975.20	50352	01/09/23
		W18156	Marina-Dock Repair	12/28/22	297.50	50352	01/09/23
		W18174	McFarland Well	01/01/23	182.50	50428	01/17/23
		W18236	Big River Golf Course-Wire Golf Cart Sheds	01/10/23	4,709.45	50490	01/26/23
		W18238	Big River Golf Course - Safety Inspection Elect Repairs	01/10/23	7,839.68	50490	01/26/23
	Total 854:				34,258.38		
856							
	856 Gotcha Covered	674601	Clean Boyd's Place	12/04/22	100.00	50353	01/09/23
		674602	Clean Boyd's Place	12/11/22	180.00	50353	01/09/23
		674603	Clean Boyd's Place	12/27/22	160.00	50353	01/09/23
		674604	Clean Boyd House	01/01/23	180.00	50353	01/09/23
		674605	Cleaning Services	01/03/23	443.84	50353	01/09/23
		674605	Cleaning Services	01/03/23	383.98	50353	01/09/23
		674605	Cleaning Services	01/03/23	383.98	50353	01/09/23
		674605	Cleaning Services	01/03/23	248.20	50353	01/09/23
	Total 856:				2,080.00		
905							
	905 H.D. Fowler Company	I6279107	Water Dept Supplies Meters etc	12/01/22	751.44	50354	01/09/23
		I6291083	Water Dept Supplies	12/22/22	329.08	50354	01/09/23
	Total 905:				1,080.52		
911							
	911 Hagerman Inc.	1-44532	Truck Repair-1994 FORD L900	12/19/22	120.73	50355	01/09/23
		1-44532	Truck Repair-1994 FORD L900	12/19/22	120.73	50355	01/09/23
		1-44532	Truck Repair-1994 FORD L900	12/19/22	120.73	50355	01/09/23
		1-44532	Truck Repair-1994 FORD L900	12/19/22	120.72	50355	01/09/23
	Total 911:				482.91		
960							
	960 Carson	6880.12.31.2	propane for Ice Rink	12/31/22	55.52	50412	01/17/23
	Total 960:				55.52		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
966							
966	Hermiston Auto Parts, Inc.	634589	Winter Fest	12/02/22	7.29	50357	01/09/23
		634592	Winter Fest	01/01/23	16.28	50357	01/09/23
		634685	shop	12/06/22	51.54	50357	01/09/23
		634692	0470382	12/06/22	18.99	50357	01/09/23
		634833	shop	12/12/22	22.58	50357	01/09/23
		634889	Parks. Supplies	12/14/22	137.97	50357	01/09/23
		634949	Brush hog	12/16/22	10.78	50357	01/09/23
		635096	Park Skid Steer	12/22/22	37.98	50357	01/09/23
		635172	Parks. Supplies	12/27/22	13.99	50357	01/09/23
		635178	Water Dept Supplies	12/27/22	23.11	50357	01/09/23
		635304	PD Equip. Maint	12/30/22	13.58	50357	01/09/23
Total 966:					354.09		
980							
980	Hermiston Quicky Lube	531312	Oil Change	12/14/22	54.95	50358	01/09/23
		531827	Oil Change	12/22/22	70.90	50358	01/09/23
Total 980:					125.85		
994							
994	High Performance Signs	26739	Gas Tank Signage-Big River Golf Course	01/06/23	200.00	50495	01/26/23
Total 994:					200.00		
1012							
1012	Home Depot Credit Services	1102698	Parks and Rec Dept.	11/22/22	50.40	50363	01/09/23
		240857	Parks and Rec Dept.	12/01/22	135.39	50363	01/09/23
		3520375	Parks and Rec Dept.	12/20/22	101.17	50363	01/09/23
		4611424	Parks and Rec Dept.	12/19/22	87.42	50363	01/09/23
		5040593	Parks and Rec Dept.	11/26/22	4.35	50363	01/09/23
		5093515	Parks and Rec Dept.	12/31/22	242.67	50363	01/09/23
		5103040	Parks and Rec Dept.	11/28/22	209.16	50363	01/09/23
		8033391	Parks and Rec Dept.	12/15/22	596.52	50363	01/09/23
		8042028	Parks and Rec Dept.	12/15/22	489.38	50363	01/09/23
Total 1012:					1,498.14		
1034							
1034	HRA VEBA Trust Contributions	GARCIA2023	HRA Veba-Garcia	01/10/23	1,000.00	50431	01/17/23
Total 1034:					1,000.00		
1060							
1060	Ingram	73628772	Library Books	01/03/23	10.36	50496	01/26/23
		73912498	Library Books	01/17/23	17.51	50496	01/26/23
		73912499	Library Books	01/17/23	18.16	50496	01/26/23
		73912500	Library Books	01/17/23	17.56	50496	01/26/23
		73912501	Library Books	01/17/23	16.92	50496	01/26/23
		73912502	Library Books	01/17/23	9.23	50496	01/26/23
		73912503	Library Books	01/17/23	70.28	50496	01/26/23

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		73912504	Library Books	01/17/23	188.87	50496	01/26/23
Total 1060:					328.17		
1089							
1089	J U B Engineers, Inc.	158119	Transportation System Plan	12/19/22	16,214.10	50364	01/09/23
		158512	Umatilla Pedestrian Bridge and Waterline Replacement	12/16/22	23,020.48	50364	01/09/23
		158512	Umatilla Pedestrian Bridge and Waterline Replacement	12/16/22	2,700.72	50364	01/09/23
		158635	Riverfront Shared Use Pathway	12/19/22	4,304.70	50364	01/09/23
		158942	CTUIR POD Transmission Main	12/29/22	47,410.00	50364	01/09/23
		158948	South Hill PRVs	12/29/22	4,605.76	50364	01/09/23
		158960	Fishing Shack and Boat Launch Estimates	12/29/22	2,408.90	50364	01/09/23
		158970	Umatilla On-Call Engineering	12/29/22	62,052.87	50364	01/09/23
		158970	Umatilla On-Call Engineering	12/29/22	2,639.69	50364	01/09/23
		158970	On-Call Engineering Services	12/29/22	4,189.93	50364	01/09/23
		158971	Umatilla Development Engineering Reviews	12/29/22	508.88	50364	01/09/23
		158972	Brownell Water Improvements	12/29/22	1,016.50	50364	01/09/23
		158974	Umatilla Marina Concept	12/29/22	1,018.30	50364	01/09/23
		158976	Umatilla Hash Park Concept	12/29/22	428.00	50364	01/09/23
		159380	Umatilla Pedestrian Bridge and Waterline	01/17/23	13,175.30	50497	01/26/23
		159380	Umatilla Pedestrian Bridge and Waterline	01/17/23	1,545.70	50497	01/26/23
		159453	Umatilla Public Works Standards Update	01/19/23	105.16	50497	01/26/23
		159453	Umatilla Public Works Standards Update	01/19/23	105.17	50497	01/26/23
		159453	Umatilla Public Works Standards Update	01/19/23	105.17	50497	01/26/23
Total 1089:					187,555.33		
1099							
1099	James C. Fulper dba Health Opt	103313	DOT Drug Screen-mendoza	12/20/22	73.00	50365	01/09/23
		103392	Police Physicals	12/29/22	250.00	50433	01/17/23
		103479	Hepatitis B Vaccine-Demos	01/06/23	83.33	50433	01/17/23
Total 1099:					406.33		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
1112							
1112	Jimmy's Johns Portable Toilets L	19424	Marina & RV Park - 2 Units	12/01/22	206.00	50366	01/09/23
		19424	Golf Course Units	12/01/22	261.00	50366	01/09/23
		19734	Marina & RV Park - 2 Units	01/01/23	195.00	50498	01/26/23
		19734	Golf Course Units	01/01/23	250.00	50498	01/26/23
Total 1112:					912.00		
1208							
1208	Kopacz Nursery & Florist	112354	Bark for City Hall	11/18/22	462.00	50367	01/09/23
		7572	Bark for City Hall	01/18/23	528.00	50367	01/09/23
Total 1208:					990.00		
1211							
1211	Krogh, Theresa	01.01.2023	Weddings	01/01/23	200.00	50368	01/09/23
Total 1211:					200.00		
1249							
1249	LAWSON PRODUCTS	9310088167	WATER DEPT MAINTENANCE	11/07/22	747.80	50134	Multiple
		9310088167	WATER DEPT MAINTENANCE	11/07/22	747.80-		
Total 1249:					.00		
1460							
1460	Midamerica Books	561315	Books for Library	11/28/22	973.45	50503	01/26/23
Total 1460:					973.45		
1461							
1461	Mid-American Research Chemic	0779479-IN	Sewer Supplies- Gloves	12/15/22	1,142.46	50370	01/09/23
		0780076-IN	Gloves	12/23/22	560.00	50440	01/17/23
Total 1461:					1,702.46		
1503							
1503	Morrow Cnty Grain Growers/NA	51268	Propane-Forklift	12/19/22	194.72	50441	01/17/23
		51268	Propane-Forklift	12/19/22	194.72	50441	01/17/23
Total 1503:					389.44		
1561							
1561	Norco Inc.	36584817	Streets Supplies	01/01/23	109.83	50443	01/17/23
		36678594	Cylinder Rental	01/01/23	49.29	50443	01/17/23
		36678594	Cylinder Rental	01/01/23	49.29	50443	01/17/23
Total 1561:					208.41		
1562							
1562	North Central Labs of Wisc	480888	Sewer Test Supplies	12/23/22	72.95	50373	01/09/23

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 1562:					72.95		
1563							
1563	North Coast Electric Co.	S012292039.	Golf Course	01/03/23	58.59	50505	01/26/23
		S012298492	Golf Course	01/05/23	19.53	50505	01/26/23
Total 1563:					78.12		
1580							
1580	NW Farm Supply Inc.	2212-049758	Air Hose Reel for Shop	12/02/22	240.00	50444	01/17/23
		2212-049758	Air Hose Reel for shop	12/02/22	239.99	50444	01/17/23
		2212-050619	Water Dept. Supplies	01/05/23	15.03	50444	01/17/23
		2212-051682	Parks Dept..	12/07/22	50.98	50374	01/09/23
Total 1580:					546.00		
1581							
1581	NW Metal Fabricators	0007762-IN	Gates at Marina	01/12/23	1,692.27	50506	01/26/23
Total 1581:					1,692.27		
1599							
1599	OHA Cashier	CHIEUCHIN2	Water Operator Cert Renewal	01/04/23	100.00	50375	01/09/23
Total 1599:					100.00		
1629							
1629	Oregon Assoc of Water Util	34520	Conference Registration-Wylie, Coleman, Tassie	01/24/23	577.50	50507	01/26/23
		34520	Conference Registration-Wylie, Coleman, Tassie	01/24/23	577.50	50507	01/26/23
		34521	Conference Registration-Scheel	01/24/23	232.50	50507	01/26/23
		34521	Conference Registration-Scheel	01/24/23	232.50	50507	01/26/23
Total 1629:					1,620.00		
1636							
1636	Oregon Dept of Revenue	ASSESSME	State Court Assessments	01/01/23	11,879.53	50445	01/17/23
Total 1636:					11,879.53		
1643							
1643	Oregon Library Association	19728	OLA Membership Dues	01/05/23	77.00	50508	01/26/23
Total 1643:					77.00		
1676							
1676	OXARC Inc.	0031705605	Water Dept. Supplies	12/20/22	66.98	50446	01/17/23
		0031711032	parks supplies	01/04/23	185.68	50446	01/17/23
		0031713603	Chlorine Cylinders	01/09/23	723.60	50446	01/17/23

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		0031713607	Chlorine Cylinders	01/09/23	1,382.14	50446	01/17/23
		0031713608	Chlorine Cylinders	01/05/23	1,382.14	50446	01/17/23
		0031713609	Chlorine Cylinders	01/09/23	1,382.14	50446	01/17/23
Total 1676:					5,122.68		
1684							
1684	Pacific Power	0010.01.18.2	820 6th St.	01/18/23	47.28	50509	01/26/23
		0010.12.15.2	820 6th St.	12/15/22	80.46	50376	01/09/23
		0013.01.18.2	Highway 395 & 730 Interti Well	01/18/23	1,941.60	50509	01/26/23
		0013.12.15.2	Highway 395 & 730 Interti Well	12/15/22	2,659.30	50376	01/09/23
		0021.12.28.2	McNary Ind. Park Lift	12/28/22	8,969.65	50376	01/09/23
		0028.12.19.2	golf course	12/19/22	1,070.71	50376	01/09/23
		0036.12.23.2	1651 2nd St.-Boyd's Place	12/23/22	19.72	50376	01/09/23
		0039.12.28.2	McFarland Well	12/28/22	1,850.62	50376	01/09/23
		0054.12.23.2	282 Powerline Rd.	12/23/22	17.70	50376	01/09/23
		0062.01.18.2	Shop Complex	01/18/23	26.36	50509	01/26/23
		0062.12.15.2	Shop Complex	12/15/22	26.63	50376	01/09/23
		0070.12.15.2	8th & F SE Corner	12/15/22	177.94	50376	01/09/23
		0096.12.23.2	6th & A St.	12/23/22	19.25	50376	01/09/23
		0104.12.08.2	Street Lights	12/08/22	3,890.98	50376	01/09/23
		0112.01.18.2	800 6th St.	01/18/23	47.67	50509	01/26/23
		0112.01.18.2	700 6th St.	01/18/23	321.97	50509	01/26/23
		0112.01.18.2	700 6th St.	01/18/23	321.97	50509	01/26/23
		0112.01.18.2	700 6th St.	01/18/23	321.97	50509	01/26/23
		0112.12.15.2	800 6th St.	12/15/22	45.42	50376	01/09/23
		0112.12.15.2	800 6th St.	12/15/22	310.64	50376	01/09/23
		0112.12.15.2	800 6th St.	12/15/22	310.64	50376	01/09/23
		0112.12.15.2	800 6th St.	12/15/22	310.64	50376	01/09/23
		0120.01.18.2	632 D. St.	01/17/23	1,006.90	50509	01/26/23
		0120.12.15.2	632 D St. Umatilla OR	12/15/22	875.94	50376	01/09/23
		0146.01.18.2	Bud Draper Dr.	01/18/23	3,826.84	50509	01/26/23
		0146.12.15.2	Bud Draper Dr.	12/22/22	3,836.19	50376	01/09/23
		0153.01.18.2	Water Booster Station	01/18/23	1,673.15	50509	01/26/23
		0153.12.15.2	Water Booster Station	12/15/22	1,475.82	50376	01/09/23
		0161.01.18.2	Port Well	01/18/23	4,739.82	50509	01/26/23
		0161.12.15.2	Port Well	12/15/22	3,958.18	50376	01/09/23
		0179.12.28.2	285 Radar Rd.	12/28/22	818.17	50376	01/09/23
		0187.01.18.2	Div 7 Naches Ave. Lift	01/18/23	35.50	50509	01/26/23
		0187.12.15.2	Div 7 Naches Ave. Lift	12/15/22	34.23	50376	01/09/23
		0377.12.23.2	Bath House Marina	12/23/22	1,654.39	50376	01/09/23
		0385.12.23.2	Fish Cleaning Station	12/23/22	245.16	50376	01/09/23
		0393.01.03.2	West End Comfort Station	01/03/23	54.97	50447	01/17/23
		0393.12.01.2	West End Comfort Station	12/01/22	49.58	50376	01/09/23
		0401.12.23.2	15 HP Pump Marina Levy	12/23/22	102.38	50376	01/09/23
		0419.12.23.2	Quincy Ave. N 2nd @ Marina	12/23/22	369.09	50376	01/09/23
		0427.12.23.2	Marina Park	12/23/22	2,088.61	50376	01/09/23
		0435.12.23.2	1710 Quincy St.	12/23/22	1,128.10	50376	01/09/23
		0443.01.16.2	Marina Lights	01/16/23	144.75	50509	01/26/23
		0476.12.23.2	ABT 30322 HWY 730	12/23/22	24.05	50376	01/09/23

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		0500.01.18.2	129 Walla Walla St.	01/18/23	297.75	50509	01/26/23
		0500.12.15.2	129 Walla Walla St.	12/15/22	283.33	50376	01/09/23
	Total 1684:				51,512.02		
1697							
1697	Parkins Door Company	1484	Police dept. Door Repair	01/05/23	303.75	50448	01/17/23
	Total 1697:				303.75		
1715							
1715	Pea Ridge Embroidery	39327	PD Uniform Allowance	12/15/22	155.76	50377	01/09/23
		39382	Embroider Caps	01/12/23	885.42	50449	01/17/23
		39396	Parks Dept. Shirts	01/18/23	539.60	50510	01/26/23
	Total 1715:				1,580.78		
1737							
1737	Pet Rescue	12.10.22	Dog Impounds	12/10/22	695.00	50378	01/09/23
	Total 1737:				695.00		
1763							
1763	Platt	3P83638	Parks Supplies	01/20/23	47.78	50512	01/26/23
	Total 1763:				47.78		
1771							
1771	Port of Umatilla	10045	Port Well Lease - Annual Payment	12/01/22	100.00	50379	01/09/23
	Total 1771:				100.00		
1791							
1791	PRO RENTAL & SALES, INC.	1762854-001	McNary Christmas Tree	01/06/23	233.02	50451	01/17/23
	Total 1791:				233.02		
1818							
1818	Quill Corporation	29682270	Office Supplies	12/19/22	78.09	50380	01/09/23
		29682270	Office Supplies	12/19/22	15.52	50380	01/09/23
		29682270	Office Supplies	12/19/22	31.29	50380	01/09/23
		29682270	Office Supplies	12/19/22	46.80	50380	01/09/23
		29682270	Office Supplies	12/19/22	46.80	50380	01/09/23
		29682270	Office Supplies	12/19/22	31.29	50380	01/09/23
		29682270	Office Supplies	12/19/22	4.56	50380	01/09/23
		29682764	Office Supplies	12/19/22	11.91	50380	01/09/23
		29682764	Office Supplies	12/19/22	2.37	50380	01/09/23
		29682764	Office Supplies	12/19/22	4.77	50380	01/09/23
		29682764	Office Supplies	12/19/22	7.14	50380	01/09/23
		29682764	Office Supplies	12/19/22	7.14	50380	01/09/23
		29682764	Office Supplies	12/19/22	4.77	50380	01/09/23
		29682764	Office Supplies	12/19/22	.69	50380	01/09/23

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
		29807959	Boyd's Place Supplies	12/27/22	129.34	50380	01/09/23
		29836161	Marina Supplies	12/29/22	132.66	50380	01/09/23
		29857542	Marina Supplies	12/29/22	778.81	50380	01/09/23
		29858397	Marina Supplies	12/29/22	71.99	50380	01/09/23
		30073628	Office Supplies	01/10/23	93.58	50452	01/17/23
		30073628	Office Supplies	01/10/23	18.59	50452	01/17/23
		30073628	Office Supplies	01/10/23	37.49	50452	01/17/23
		30073628	Office Supplies	01/10/23	56.09	50452	01/17/23
		30073628	Office Supplies	01/10/23	56.09	50452	01/17/23
		30073628	Office Supplies	01/10/23	37.49	50452	01/17/23
		30073628	Office Supplies	01/10/23	5.48	50452	01/17/23
		30073873	USB for Building	01/10/23	41.02	50452	01/17/23
		30084820	Filing Cabinet for PW	01/11/23	109.25	50452	01/17/23
		30084820	Filing Cabinet for PW	01/11/23	108.24	50452	01/17/23
		30084820	Filing Cabinet for PW	01/11/23	108.25	50452	01/17/23
		30295350	Office Supplies	01/18/23	347.12	50513	01/26/23
		30295350	Office Supplies	01/18/23	68.97	50513	01/26/23
		30295350	Office Supplies	01/18/23	139.07	50513	01/26/23
		30295350	Office Supplies	01/18/23	208.05	50513	01/26/23
		30295350	Office Supplies	01/18/23	208.05	50513	01/26/23
		30295350	Office Supplies	01/18/23	139.07	50513	01/26/23
		30295350	Office Supplies	01/18/23	20.36	50513	01/26/23
	Total 1818:				3,208.20		
1846							
1846	RDO Equipment Co.	P7068965	John Deere Mower Parts	12/06/22	13.84	50381	01/09/23
		P7273665	John Deere Mower Parts	01/09/23	277.44	50514	01/26/23
		P7273765	Tire Replacement for Gator	01/09/23	264.10	50514	01/26/23
		W5096265	John Deere Mower-Golf Course	12/30/22	380.91	50453	01/17/23
		W5098065	John Deere Mower Parts-golf course	12/29/22	278.06	50453	01/17/23
	Total 1846:				1,214.35		
1912							
1912	Ross Machine & Steel Sales, Inc	30207	Parks supplies	12/07/22	118.00	50384	01/09/23
	Total 1912:				118.00		
1938							
1938	Sanco Inc.	10715	Purefloc 22C9 Polymer	01/10/23	1,336.50	50517	01/26/23
	Total 1938:				1,336.50		
1943							
1943	Sanitary Disposal, Inc.	NOVEMBER	Refuse Collection	12/01/22	76,178.74	50385	01/09/23
		NOVEMBER	Discount	12/01/22	12,188.60-	50385	01/09/23
		OCT22	Refuse Collection	01/02/23	81,299.53	50385	01/09/23
		OCT22	Refuse Collection	01/02/23	13,007.92-	50385	01/09/23
		SEPT2022	Refuse Collection	01/02/23	77,566.13	50385	01/09/23
		SEPT2022	Refuse Collection	01/02/23	12,410.58-	50385	01/09/23

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 1943:					197,437.30		
1944							
1944	Sanitary Disposal, Transfer St	47563	Trash	12/14/22	45.58	50518	01/26/23
Total 1944:					45.58		
1977							
1977	Seder Architecture + Urban Des,	34	Umatilla Business Center	01/05/23	12,017.50	50386	01/09/23
		34	Umatilla Business Center	01/05/23	12,017.50	50386	01/09/23
Total 1977:					24,035.00		
2059							
2059	Smitty's Ace Hardware	681406	Water Supplies	11/01/22	143.96	50390	01/09/23
		681575	Golf Course Supplies	11/03/22	4.99	50390	01/09/23
		681608	Marina Supplies	11/04/22	86.98	50390	01/09/23
		681617	Water Supplies	11/04/22	95.41	50390	01/09/23
		682226	Parks Dept. Supplies	11/15/22	35.90	50390	01/09/23
		682429	Golf Course Supplies	11/18/22	99.09	50390	01/09/23
		683333	Parks Dept. Supplies	12/06/22	299.80	50390	01/09/23
		683697	Shop Supplies	12/12/22	23.99	50390	01/09/23
		683697	Shop Supplies	12/12/22	23.98	50390	01/09/23
		683728	Golf Course Supplies	12/12/22	87.81	50390	01/09/23
		683787	Parks Dept. Supplies	12/13/22	60.97	50390	01/09/23
		683788	Parks Dept. Supplies	12/13/22	459.99	50390	01/09/23
		683921	Parks Dept. Supplies	12/15/22	159.94	50390	01/09/23
		684186	Golf Course Supplies	12/21/22	140.94	50390	01/09/23
		684203	Sweeper Truck	12/21/22	64.97	50390	01/09/23
		684396	Police Dept. Supplies	12/24/22	19.77	50390	01/09/23
		684457	Boyd's Place Supplies	12/27/22	29.99	50390	01/09/23
		684497	Golf Course Supplies	12/28/22	52.12	50390	01/09/23
		684615	RV Park	12/30/22	99.99	50390	01/09/23
		684738	Golf Course Supplies	01/03/23	125.96	50390	01/09/23
		684944	Water Dept. Supplies	01/06/23	19.99	50519	01/26/23
		685094	Golf Course\	01/10/23	12.58	50457	01/17/23
		685109	Parks Dept. Supplies	01/10/23	184.74	50457	01/17/23
		685162	RV Park Supplies	01/11/23	98.86	50519	01/26/23
		685164	Marina Supplies	01/11/23	9.59	50457	01/17/23
		685211	Water Dept. Supplies	01/12/23	87.96	50519	01/26/23
		685519	RV Park Bathroom Floor Paint	01/18/23	130.64	50519	01/26/23
		685619	RV Park	01/20/23	48.91	50519	01/26/23
		685789	Water Dept. Supplies	01/24/23	97.93	50519	01/26/23
		685856	WWTP Supplies	01/25/23	222.32	50519	01/26/23
Total 2059:					3,030.07		
2067							
2067	SOTELO, SUSANA	01.26.2022	Training Expense Reimbursement	01/26/23	407.00	50458	01/17/23
		FALLTERM2	Tuition Assistance Form	01/03/23	1,933.00	50391	01/09/23

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 2067:					2,340.00		
2076							
2076	Specks Printing	10188	Parks and Rec Supplies	12/02/22	90.00	50392	01/09/23
		10225	Dyer-Business Cards	01/09/23	65.00	50459	01/17/23
		10225	Roth-Business Cards	01/09/23	65.00	50459	01/17/23
Total 2076:					220.00		
2100							
2100	Sterling Codifiers	21913	Internet Web Hosting	11/30/22	500.00	50393	01/09/23
Total 2100:					500.00		
2112							
2112	STOCKDALE, DAVE	LOCDAYATT	Travel Reimbursement	01/25/23	385.88	50520	01/26/23
Total 2112:					385.88		
2148							
2148	Talos Engineering, Inc.	2090	Golf Well	01/18/23	977.50	50521	01/26/23
Total 2148:					977.50		
2172							
2172	Tevelde, Ann	B17SLIPREL	Slip Release	01/25/23	110.00	50523	01/26/23
Total 2172:					110.00		
2217							
2217	Tonkon Torp, LLP	1660007	Audit Letters	01/12/23	300.00	50524	01/26/23
		1660008	Legal Services	01/12/23	5,312.16	50524	01/26/23
Total 2217:					5,612.16		
2244							
2244	Trojan Technologies	200/6585	Waste Water Treatment Plant	12/22/22	5,582.94	50526	01/26/23
Total 2244:					5,582.94		
2263							
2263	Umatilla Booster Club	73	Viking Sponsor	01/20/23	750.00	50527	01/26/23
Total 2263:					750.00		
2264							
2264	Umatilla Chamber of Commerce	483	Membership Dues	01/07/23	40.00	50462	01/17/23
Total 2264:					40.00		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
2266							
2266	Umatilla County	Q#FY23DISP	dispatching fees	01/05/23	34,202.50	50397	01/09/23
Total 2266:					34,202.50		
2273							
2273	Umatilla County Finance Dept	ASSESSME	County Assesment	01/01/23	1,392.47	50463	01/17/23
Total 2273:					1,392.47		
2277							
2277	Umatilla County Records	CITY LEIN R	Lien Release Recording Fee	01/25/23	76.00	50528	01/26/23
Total 2277:					76.00		
2281							
2281	Umatilla Elect. Coop. Assoc.	4907.01.01.2	Lights for Waterfall	01/01/23	35.26	50529	01/26/23
		4907.12.01.2	Lights for Waterfall	12/01/22	35.00	50398	01/09/23
		6190.01.202	60 HP Pump	01/01/23	112.16	50529	01/26/23
		6190.01.202	Street Lights	01/01/23	77.58	50529	01/26/23
		6190.12.01.2	60 HP Pump	12/01/22	126.27	50398	01/09/23
		6190.12.01.2	Street Lights	12/01/22	77.00	50398	01/09/23
		7216.01.01.2	5 HP Sewer Pump	01/01/23	46.59	50529	01/26/23
		7216.01.01.2	Street Lights	01/01/23	40.00	50529	01/26/23
		7216.01.01.2	Discharge Facility	01/01/23	75.84	50529	01/26/23
		7216.12.01.2	5 HP Sewer Pump	12/01/22	46.24	50398	01/09/23
		7216.12.01.2	Street Lights	12/01/22	40.00	50398	01/09/23
		7216.12.01.2	Industrial Discharge Facility	12/01/22	74.36	50398	01/09/23
Total 2281:					786.30		
2293							
2293	Unifirst Corporation	1430344697	Golf Course	12/29/22	52.05	50464	01/17/23
		1430344698	Police Mats	12/29/22	34.50	50464	01/17/23
		1430345323	Waste Water Supplies	12/06/22	34.20	50464	01/17/23
		1430345324	Shop Supplies and Mats	12/06/22	33.50	50464	01/17/23
		1430345325	Marina Mop Heads	12/06/22	33.00	50464	01/17/23
		1430345326	Golf Course	12/06/22	52.05	50464	01/17/23
		1430345327	Police Mats	12/06/22	34.50	50464	01/17/23
		1430345924	Big River Golf Course	12/13/22	52.05	50464	01/17/23
		1430345925	Police Mats	12/13/22	34.50	50399	01/09/23
		1430346596	Waste Water Supplies	12/13/22	34.20	50399	01/09/23
		1430346597	Shop Supplies and Mats	12/20/22	44.46	50399	01/09/23
		1430346599	Golf Course	12/20/22	52.05	50464	01/17/23
		1430346600	Police Mats	12/20/22	34.50	50464	01/17/23
		1430346877	Bldg Maint/Supplies CH/Library	12/23/22	12.74	50399	01/09/23
		1430346877	Bldg Maint/Supplies CH/Library	12/23/22	19.73	50399	01/09/23
		1430346877	Bldg Maint/Supplies CH/Library	12/23/22	19.73	50399	01/09/23
		1430347518	Bldg Maint/Supplies				

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 2314:					2,070.13		
2337							
2337	Verizon Wireless	9921976996	Cell Phone Administrator	01/01/23	401.99	50402	01/09/23
		9921976996	Public Works Phones	01/01/23	131.16	50402	01/09/23
		9921976996	Public Works Phones	01/01/23	131.16	50402	01/09/23
		9921976996	Building Dept.	01/01/23	123.39	50402	01/09/23
		9921976996	Police Cell Phones	01/01/23	1,132.23	50402	01/09/23
		9924361375	Cell Phone Administrator	01/02/23	401.82	50466	01/17/23
		9924361375	Building Dept.	01/02/23	123.35	50466	01/17/23
		9924361375	Public Works Phones	01/02/23	131.12	50466	01/17/23
		9924361375	Public Works Phones	01/02/23	131.12	50466	01/17/23
		9924361375	Police Cell Phones	01/02/23	1,176.87	50466	01/17/23
Total 2337:					3,884.21		
2504							
2504	Mount's Lock & Key	258710	Changed codes and timing for multiple alarm locks	11/15/22	293.75	50504	01/26/23
Total 2504:					293.75		
2557							
2557	Hermiston Ranch & Home	2211-998548	Uniform Allowance	11/14/22	355.89	50359	01/09/23
		2212-553228	Clothing Allowance-Olsen	12/13/22	342.72	50493	01/26/23
		2301-613214	Clothing Allowance-TenEyck	01/11/23	75.00	50493	01/26/23
		2301-613214	Clothing Allowance-TenEyck	01/11/23	75.00	50493	01/26/23
		2301-613214	Clothing Allowance-TenEyck	01/11/23	74.99	50493	01/26/23
		2301-613214	Clothing Allowance-TenEyck	01/11/23	75.00	50493	01/26/23
		2301-613214	parks supplies	01/11/23	48.97	50493	01/26/23
		2301-613222	parks supplies	01/11/23	3.49	50493	01/26/23
Total 2557:					1,051.06		
2604							
2604	Umatilla High School	CLASS OF 2	Umatilla Class of 2023	01/25/23	200.00	50530	01/26/23
Total 2604:					200.00		
2612							
2612	Hermiston Taxi LLC	5325	Taxi Ticket Redemption	01/02/23	34.00	50360	01/09/23
		5326	Warming Station Transportation	01/13/23	5,200.00	50494	01/26/23
Total 2612:					5,234.00		
2615							
2615	Shilhanek, Carol	FALLTERM2	Tuition Reimbursement	01/06/23	609.00	50388	01/09/23

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 2615:					609.00		
2673							
2673	Goal Diggers LLC	HYDRANT#2	Deposit Refund-Hydrant meter	01/01/23	784.67	50427	01/17/23
Total 2673:					784.67		
2695							
2695	Umpqua Research Company	T008158	Coliforms	01/18/23	250.00	50531	01/26/23
Total 2695:					250.00		
2723							
2723	T Mobile	8369.12.01.2	Library hotspots	01/01/23	156.30	50395	01/09/23
Total 2723:					156.30		
2758							
2758	Geophysical Survey, LLC	5062	Seismic Investigation	12/11/22	1,600.00	50351	01/09/23
Total 2758:					1,600.00		
2759							
2759	CivicPlus	252515	Municode Subscription	01/06/23	1,533.62	50475	01/26/23
Total 2759:					1,533.62		
2779							
2779	J Lugo's Construction, LLC	178	Reroof Damage Boat Dock Area	09/19/22	11,000.00	Multiple	Multiple
		178-HANDR	Handrail labor and materials	10/20/22	9,250.00	50432	01/17/23
Total 2779:					20,250.00		
2852							
2852	City of Umatilla	6002.12.31.2	Marina Refuse	12/31/22	40.00	50418	01/17/23
		8092.12.31.2	Golf Course Refuse	12/31/22	121.10	50418	01/17/23
Total 2852:					161.10		
2897							
2897	Revd Up	4385	Golf Course	01/01/23	2,760.00	50382	01/09/23
Total 2897:					2,760.00		
2922							
2922	City of Hermiston	0001.01.01.2	Deicer	01/01/23	1,231.32	50416	01/17/23
		9600	IT Support	01/02/23	12,500.00	50416	01/17/23

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 2922:					13,731.32		
2924							
2924	Blackstone Publishing	1239146	audio books	07/01/21	57.89	50473	01/26/23
		2024843	audio books	02/15/23	57.88	50473	01/26/23
		2053618	audio books	07/20/22	26.94	50473	01/26/23
		2073213	audio books	11/08/22	26.95	50473	01/26/23
		2080553	audio books	12/30/22	22.94	50410	01/17/23
		2080781	audio books	01/04/23	75.22	50473	01/26/23
		2080954	audio books	01/05/23	30.94	50473	01/26/23
		2082638	audio books	01/18/23	53.85	50473	01/26/23
Total 2924:					352.61		
2938							
2938	Khehra Brothers LLC	FEBRUARY	Pro Shop Rent	01/31/23	1,575.00	50499	01/26/23
Total 2938:					1,575.00		
2940							
2940	Central Square Technologies, LL	370536	E-Ticketing Program	12/08/22	5,640.00	50333	01/09/23
Total 2940:					5,640.00		
2949							
2949	Taylor, Rhonda	UMATILLA-M	Dog Impounds	01/05/23	1,000.00	49441	08/16/22
		UMATILLA-M	Utility Account Refund	01/05/23	600.00	50396	01/09/23
Total 2949:					1,600.00		
2968							
2968	Hiatt, April	ROCKTHEL	Website Design-Rock the Locks	12/21/22	1,600.00	50361	01/09/23
Total 2968:					1,600.00		
2995							
2995	Vern's Food Service Distribution	239172-00	Ice Rink	12/27/22	73.88	50403	01/09/23
		239174-00	Ice Rink	12/27/22	70.84	50403	01/09/23
		241036-00	Parks and Rec	01/06/23	19.68	50535	01/26/23
		241413-00	Parks and Rec	01/10/23	139.13	50535	01/26/23
		243092-00	Parks and Rec	01/19/23	124.52	50535	01/26/23
Total 2995:					428.05		
3002							
3002	Bridgestone Golf, Inc.	INV-1003140	Golf Course Supplies	12/21/22	332.74	50328	01/09/23
Total 3002:					332.74		
3006							
3006	Cobra Puma Golf	DC204101	Credit on Golf Course				

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
			Retail	11/30/22	193.60-	50419	01/17/23
		G3111506	Golf Course Supplies	11/28/22	214.77	50419	01/17/23
Total 3006:					21.17		
3024							
3024	Hodgen Distributing	268756	Retail Product for Golf Course	01/04/23	151.25	50430	01/17/23
		269053	Retail Product for Golf Course	01/10/23	306.31	50430	01/17/23
Total 3024:					457.56		
3038							
3038	Taylor Made Golf Company Inc.	36351636	Golf Course	01/04/23	502.74	50461	01/17/23
		36374868	Golf Course	01/01/23	514.74	50461	01/17/23
		36398494	Golf Course	01/19/23	525.00	50522	01/26/23
		36405396	Golf Course	01/22/23	368.60-	50522	01/26/23
Total 3038:					1,173.88		
3043							
3043	DirectTV	039513239X	TV for Golf Course	12/28/22	153.24	50345	01/09/23
		039513239X	TV for Golf Course	01/20/23	153.24	50483	01/26/23
Total 3043:					306.48		
3239							
3239	Roberts, Chris	FEBRUARY	RV & Marina Camp Host	01/31/23	800.00	50515	01/26/23
Total 3239:					800.00		
3256							
3256	Sun Mountain	1087796	Big River Golf	12/28/22	174.00	50394	01/09/23
Total 3256:					174.00		
3260							
3260	Grey House Publishing	977667	Library Books	01/03/23	162.00	50491	01/26/23
Total 3260:					162.00		
3280							
3280	Culligan Wtr Cond. of Kennewick	125903	Police Water Delivery	11/18/22	60.75	Multiple	Multiple
		125904	Marina Water Delivery	11/18/22	57.20	Multiple	Multiple
		126759	Police Water Delivery	12/18/22	69.91	50338	01/09/23
		126760	Marina Water Delivery	12/18/22	25.06	50338	01/09/23
Total 3280:					212.92		
3335							
3335	Cutchen Consulting & Communi	SI-9	Consulting	01/02/23	5,017.39	50339	01/09/23

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 3335:					5,017.39		
3353							
3353	Haigh Heating & Cooling	2507	Museum heater	12/22/22	431.00	50356	01/09/23
		2597	Shop Heater Tube Replacement	01/04/23	195.00	50429	01/17/23
Total 3353:					626.00		
3374							
3374	RiverSide Dave, LLC	LANDINGDA	Landing Days 2023	01/20/23	36,730.00	50472	01/20/23
Total 3374:					36,730.00		
3403							
3403	Romero, Luke	12.08.22	BINGO Gift Baskets	12/08/22	167.99	50383	01/09/23
Total 3403:					167.99		
3454							
3454	Peterson, John	SLIPRELEA	Slip release E#14	01/12/23	75.00	50511	01/26/23
Total 3454:					75.00		
3477							
3477	Lindsay Hart, LLP	21825	Legal Services	01/17/23	396.50	50500	01/26/23
Total 3477:					396.50		
3486							
3486	Smith Security, LLC	18954	City Hall Video Surveillance	12/30/22	20,693.50	50389	01/09/23
Total 3486:					20,693.50		
3496							
3496	Sepulveda Jacobo, Jesus	221226-DEC.	Restitution-Mario J. Aguilar	01/01/23	100.00	50455	01/17/23
Total 3496:					100.00		
3505							
3505	Phantizy Productions	003	Music Festival Consulting	01/04/23	945.00	50450	01/17/23
Total 3505:					945.00		
3517							
3517	ED HUMFLEET TRANSPORT	23-03	boat removal	01/18/23	3,900.00	50487	01/26/23
Total 3517:					3,900.00		
3540							
3540	MacKenzie, Inc	1081797	Umatilla Police Station	01/09/23	10,684.50	50501	01/26/23

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 3540:					10,684.50		
3542							
3542	First Storage Portable LLC	18102	Storage Unit at Ice Rink	01/01/23	100.00	50426	01/17/23
Total 3542:					100.00		
3543							
3543	Day Management Corp.	INV757515	2023 Dodge Durango Parts	01/01/23	7,604.73	50340	01/09/23
		INV757516	2023 Dodge Durango Parts	01/01/23	6,996.07	50340	01/09/23
		INV757571	Labor for upfitting	01/01/23	4,353.44	50340	01/09/23
Total 3543:					18,954.24		
3544							
3544	Miranda, Nancy	12.30.2022	Reimbursement for tamale cooking class-Parks and Rec.	01/01/23	75.32	50371	01/09/23
Total 3544:					75.32		
3545							
3545	Wiley, Trevor	01.03.2022	Per Diem-Trip to pick up radios	01/03/23	44.25	50404	01/09/23
Total 3545:					44.25		
3546							
3546	Montes, Angelica	215TYLER	215 Tyler Ave.-Utility Refund	01/04/23	154.41	50372	01/09/23
Total 3546:					154.41		
3547							
3547	Hines, Dean & Tina	40 VAN BUR	140 Van Buren Dr-Utility Refund	01/05/23	26.60	50362	01/09/23
Total 3547:					26.60		
3548							
3548	Cordel, Kevin	43HARRISO	43 Harrison Dr.-Utility Refund	12/23/22	28.80	50337	01/09/23
Total 3548:					28.80		
3549							
3549	Sherrell, Phill	7217THST	721 7th St-Refund Credit Balance	01/05/23	795.19	50387	01/09/23
Total 3549:					795.19		
3550							
3550	Baumgart, Cindy	220PIERCEA	220 Pierce Ave-Utility				

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
			Refund	01/05/23	14.79	50326	01/09/23
	Total 3550:				14.79		
3551							
3551	Carver, Heidi	188 SPARRO	Refund Credit Balance	01/05/23	150.67	50330	01/09/23
	Total 3551:				150.67		
3552							
3552	Mi Tierra Real Estate	5216THST	Refund Credit Balance-812 S. Myrtle Ave.	01/05/23	14.03	50369	01/09/23
	Total 3552:				14.03		
3553							
3553	Johnson-Gale, Rose M.	428 PENDLE	utility refund	12/23/22	500.00	50435	01/17/23
	Total 3553:				500.00		
3554							
3554	McIntyre, Michelle	DROPBOXR	dropbox deposit Hurlburt-Refund	01/12/23	230.00	50468	01/17/23
	Total 3554:				230.00		
3555							
3555	Jimenez Ortiz, Ricardo	461CARTWR	Refund Utility Balance	01/12/23	100.00	50434	01/17/23
	Total 3555:				100.00		
3556							
3556	Stepping Stones Alliance, Inc.	1004	PATH-Operating Expenses	01/01/23	31,000.00	50460	01/17/23
		1005	PATH-Operating Expenses	01/12/23	31,000.00	50460	01/17/23
	Total 3556:				62,000.00		
3557							
3557	RWC Group International, Ltd.	RA11400056	Truck Repair	12/21/22	2,577.07	50454	01/17/23
		RA11400067	Truck Repair	12/06/22	2,239.65	50454	01/17/23
	Total 3557:				4,816.72		
3558							
3558	Newhouse, David	221757	Overpayment-221757 Newhouse	01/01/23	215.00	50442	01/17/23
	Total 3558:				215.00		
3559							
3559	Sinitsyn, Andriy	221959SINIT	Paid Wrong Court-Sinitsyn	01/01/23	265.00	50456	01/17/23

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 3559:					265.00		
3560							
3560	Diamond, Patricia	221999-DIA	Paid Wrong Court-221999 Diamond	01/01/23	266.50	50424	01/17/23
Total 3560:					266.50		
3561							
3561	Abdulladze, Fakhradin	221789-ABD	Overpayment-221789 Abdulladze	01/01/23	50.00	50407	01/17/23
Total 3561:					50.00		
3562							
3562	Lineage Transportation LLC	222034-CUR	Paid Wrong Court-222034 Curiel	01/01/23	440.00	50436	01/17/23
		222035-SCO	Paid Wrong Court-222035 Scott	01/01/23	440.00	50436	01/17/23
Total 3562:					880.00		
3564							
3564	Mendoza, Cheira	269DARKCA	Utility Refund-269 Dark Canyon Ave.	01/01/23	75.37	50439	01/17/23
Total 3564:					75.37		
3565							
3565	McMillan, Dennis	EXPENSE01	Travel Reimbursement	01/18/23	212.95	50437	01/17/23
Total 3565:					212.95		
3566							
3566	McMillan, Katie	EXPENSE01	Travel Reimbursement	01/18/23	88.50	50438	01/17/23
Total 3566:					88.50		
3567							
3567	2007 Night Ranger LLC	838989	Rock the Locks Music Festival	01/17/23	50,000.00	50467	01/17/23
Total 3567:					50,000.00		
3568							
3568	Tonic, LLC	ROCKTHEL	Rock the Locks-2023	01/18/23	25,000.00	50471	01/18/23
Total 3568:					25,000.00		
3569							
3569	Sipe, Caden	TRAVEL-01.1	Travel Reimbursement	01/18/23	214.86	50470	01/18/23

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total 3569:					214.86		
3570							
3570	Methvin, Mike	KEY RETUR	Key Deposit	01/20/23	20.00	50502	01/26/23
Total 3570:					20.00		
3571							
3571	Robins Fire Protection	01.10.23	Golf Course Annual Fire Ext. Inspection	01/10/23	497.00	50516	01/26/23
Total 3571:					497.00		
3572							
3572	Dike Marine Service & Storage L	732	Disposal of boat	01/20/23	2,500.00	50482	01/26/23
Total 3572:					2,500.00		
3573							
3573	Tower Top Tours, Inc.	ROCKTHEL	Rock the Locks Entertainment	01/25/23	150,000.00	50525	01/26/23
		TRAVEL2023	Rock the Locks Accomodations	01/26/23	3,500.00	50536	01/26/23
Total 3573:					153,500.00		
3574							
3574	Double L Touring, LLC	ROCKTHEL	Rock the Locks Entertainment	01/25/23	75,000.00	50484	01/26/23
Total 3574:					75,000.00		
3575							
3575	Hermiston Band Boosters	WINTERFES	Winterfest parking	01/19/23	1,000.00	50492	01/26/23
Total 3575:					1,000.00		
Grand Totals:					1,397,528.05		

Report Criteria:
Detail report type printed

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title:

January 17, 2023 Council Minutes

Meeting Date:

2023-02-07

Department:

City Administration

Director:

David Stockdale

Contact Person:

Nanci Sandoval

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:

[CM 01-17-2023.docx](#)

Summary Statement:

Approve minutes as presented.

Consistent with Council Goals:

Goal 5 : Perform at the Highest Levels of Operational Excellence

**CITY OF UMATILLA
COUNCIL MEETING
January 17, 2023**

1) MEETING CALLED TO ORDER

Meeting called to order at 6:01 p.m. by Mayor Sipe.

2) ROLL CALL

PRESENT: Corinne Funderburk, Daren Dufloth, Ashley Wheeler, Roak TenEyck, Dennis McMillan, Katie McMillan, and Caden Sipe

ABSENT: None

3) PLEDGE OF ALLEGIANCE

Recited at 6:02 p.m.

4) CITY MANAGER REPORT

4.a Police Department Quarterly Report

[Police Dept 2nd Quarter 2022_2023 \(1\).pdf](#)

Chief Huxel summarized her report and asked Council if they had any questions.

4.b Parks and Recreation Department Semi-Annual Report

[Final Parks and Recreation Semi-Annual Report 2023.pdf](#)

Parks and Recreation Department Director Waite talked about his report and the numbers. He has an incredible team, and the City of Umatilla was an incredible place to work. He touched base on the membership drive at the golf course, new cart sheds, Marina RV numbers, Boyd's Place, and upcoming events.

5) PUBLIC COMMENT

No public comment was presented.

6) NEW BUSINESS

6.a January 03, 2023 Council Minutes

[Draft CM 01.03.2023.docx](#)

Daren Dufloth moved to approve. Dennis McMillan seconded the motion. Voted: 6 - 0.
Motion carried.

6.b Planning Commission Resignation and Declare Vacancy

[Heidi Sipe Resignation.pdf](#)

Dennis McMillan moved to approve Heidi Sipe's resignation and declare a vacancy on the Planning Commission. Katie McMillan seconded the motion. Voted: 6 - 0. Motion carried.

6.c City Council Standing Committee Appointments

Mayor Sipe suggested the following appointments:

Finance: Chair Councilor Funderburk and Councilor K. McMillan

Police: Chair Councilor Wheeler and Councilor Funderburk

Public Works: Chair Councilor TenEyck and Councilor D. McMillan

Community Development: Chair Councilor K. McMillan and Councilor Dufloth

Personnel: Chair Councilor D. McMillan and Councilor Wheeler

Policy: Chair Councilor Dufloth and Councilor TenEyck

Daren Dufloth moved to confirm the Mayor's appointment of each member to the Standing Committees as described. Ashley Wheeler seconded the motion. Voted: 6 - 0. Motion carried.

7) **DISCUSSION ITEMS**

7.a General Council Policies & Procedures Discussion

[Umatilla Council Rules Effective 3.2.21.docx](#)

Manager Stockdale stated Council needed to work on updating policies and procedures.

7.b Supplemental Budget General Discussion

Finance & Administrative Services Director Ince explained that the City usually updates the budget twice a year through a supplemental budget. When the budget is passed, we don't have all the facts, we can only estimate. Staff will be bringing back an updated supplemental budget for Council.

8) **ADJOURN**

Daren Dufloth moved to adjourn at 6:34 p.m. Ashley Wheeler seconded the motion. Voted: 6 - 0. Motion carried.

January 17, 2023

Caden Sipe, Mayor

ATTEST:

Nanci Sandoval, City Recorder

DRAFT

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: Tejeda Annexation (ANX-2-22)	Meeting Date: 2023-02-07
--	------------------------------------

Department: Community Development	Director: Brandon Seitz	Contact Person: JF	Phone Number:
---	-----------------------------------	------------------------------	----------------------

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

Reviewed by Finance Department: No	Previously Presented: NA
--	------------------------------------

Attachments to Agenda Packet Item:

[ANX-2-22 Staff Report Tejeda Annexation.docx](#)

[Notice map.pdf](#)

[ANX-2-22 Application.pdf](#)

[328 Tucker Waiver of Remonstrance_Tejeda.docx](#)

Summary Statement:

The applicant, Miguel Tejeda, seeks approval to have his property, Tax lot 3200 on Assessors map 5N2817CA, situated in the City of Umatilla's urban growth boundary annexed into the City limits. Miguel is connected to City Water and City Sewer and due to the contiguous border between his property and the City limits he has requested to Annex into the City.

The Planning Commission held a public hearing at their January, 24, 2023 meeting and made a unanimous recommendation of approval to City Council.

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 PLANNING
COMMISSION
STAFF REPORT AND RECOMMENDATION
FOR
ANNEXATION ANX-2-2022**

HEARING DATE: January 24, 2022

REPORT PREPARED BY: Jacob Foutz, Senior
Planner

I. GENERAL INFORMATION AND FACTS

Applicant: Miguel Tejada
PO BOX 1581
Hermiston, OR 97882

Property Owner: Miguel Tejada
PO BOX 1581
Hermiston, OR 97882

Land Use Review: Annex a property that is in the UGB and
contiguous to the City limits.

Subject Property Description: Single Family home located at 328 Tucker Ave,
Umatilla OR 97838, tax lot 3200 on Assessors
map 5N2817CA.

Existing Zoning: Urban Residential (UGB)

Proposed New Zoning: Single-Family Residential (R-1)

**II. NATURE OF REQUEST/APPLICABLE COMPREHENSIVE PLAN AND ZONING ORDINANCE
PROVISIONS**

The applicant, Miguel Tejada, seeks approval to have his property, Tax lot 3200 on Assessors map 5N2817CA, situated in the City of Umatilla's urban growth boundary annexed into the City limits. Miguel is connected to City Water and City Sewer and due to the contiguous border between his property and the City limits he has chosen to Annex into the City.

Approval of this request is subject to Section 10-13-4 of the City of Umatilla Zoning Ordinance which requires a Type IV procedure review and for a zoning designation to be assigned that most closely corresponds to the Comprehensive Plan designation unless an amendment to the Zoning Map is also proposed.

City Staff recommends that if the annexation is approved, the property be zoned City Single-family residential as it is the designation that most closely corresponds with the subject property's current use and surrounding City Zoning.

III. ANALYSIS

The applicable decision criteria are listed in Chapter 13, Section 4C, as outlined in this report, and the procedures for a Type IV review are contained under Chapter 14, Sections 6(C) and 7 of the City of Umatilla Zoning Ordinance. Generally, unless otherwise noted, if a request is found to be consistent with the Zoning Ordinance it is considered to be consistent with the Comprehensive Plan.

A. City of Umatilla Zoning Ordinance Approval Criteria

All of the following criteria listed under Section 10-13-4C of the Zoning Ordinance must be satisfied and supported with findings and reasons as to how each criterion is met for this request to be approved.

1. *The site is within the urban growth boundary for the City.*

Findings: The site is located on Tucker Ave within the Urban Growth Boundary for the City of Umatilla. Tucker Avenue is located south of the Umatilla River and East of Powerline Road.

Conclusion: The site is located within the Urban Growth Boundary for the City of Umatilla.

2. *It is economically and technically feasible to provide services to the area.*

Findings: The City of Umatilla has water and wastewater facilities running along the North property line of the subject property on Tucker Ave. The subject property is connected to City water and wastewater. Due to the connection, the applicant has chosen to annex into the City of Umatilla. In addition to water and wastewater the access to the site is considered a service. Tucker avenue is not improved to a City standard and therefore will need to be improved along the frontage of the property to a City standard. A signed waiver of remonstrance agreement could allow for the annexation now, with the owner required to pay their proportionate share of improvements at a later date. This could be advantageous to the City and applicant, allowing for the improvements to be made at the same time other improvements to the road are made, creating a more uniform road.

Conclusion: The subject property will need to improve the frontage of the property to a City standard as required by the City of Umatilla public works standards unless a waiver of remonstrance is signed by the applicant and the City of Umatilla. This will be included as a condition of approval.

3. *The proposal is consistent with the Comprehensive Plan or substantial changes in conditions have occurred which render the Plan inapplicable to the annexation.*

Findings: For annexation requests, Comprehensive Plan Policy 14.10.103 specifies that the City will annex lands upon request “when it is demonstrated that such annexations are consistent with the Comprehensive Plan policies and within the capabilities of the City’s services and facilities.” This policy is implemented in the City of Umatilla Zoning Ordinance, as outlined and discussed under Sections III(A)(1) and (2) of this report, which require property proposed to be annexed to be located within the urban growth boundary and for services to be technically and economically feasible to serve the property. As indicated above, these provisions were found to be met or capable of being met.

Conclusion: The Comprehensive Plan recognizes property within the urban growth boundary as land intended to be brought into the city limits when requested if services can technically and economically be provided to serve the use of the property. Services to the subject property already exist. The planning staff concludes that the proposal complies with all other applicable Comprehensive Plan policies concerning this annexation request.

B. City of Umatilla Zoning Ordinance Section 10-13-4(B) – Zoning Designation

When approving an annexation request, Section 10-13-4(B) of the Zoning Ordinance requires the City to assign a zoning designation that most closely corresponds to the Comprehensive Plan designation, unless an amendment to the Zoning Map is proposed.

Findings: Staff recommends that if the annexation is approved the property be zoned City Single-family residential as it is the designation that most closely corresponds with the existing Umatilla County urban residential designation as well as the surrounding City zoning. To avoid a nonconforming use and to match the subject property’s existing use, staff recommend the assignment of Single-family residential.

Conclusion: The Staff recommends that if the annexation is approved the property be zoned City Single-family residential as it is the designation that allows for the existing use to continue.

IV. SUMMARY CONCLUSIONS AND STAFF RECOMMENDATION

This request by the applicant, Miguel Tejada, to annex Tax lot 3200 on Assessors map 5N2817CA, situated in the City of Umatilla’s urban growth boundary into the City limits and assign a City Single-family residential zoning designation will meet all of the applicable decision criteria for annexation into the city limits.

Therefore, based on the information in Sections I and II of this report, and the above review criteria, findings of fact, and conclusions contained in Section III, Staff recommends the Planning Commission recommend **APPROVAL** of this annexation request, ANX-2-22, to the Umatilla City Council to annex the following into the city limits;

Tax Lot 3200 on Assessors map 5N2817CA, known as 328 Tucker Avenue, Umatilla, OR 97882 as City Single-family Residential.

V. Conditions of approval:

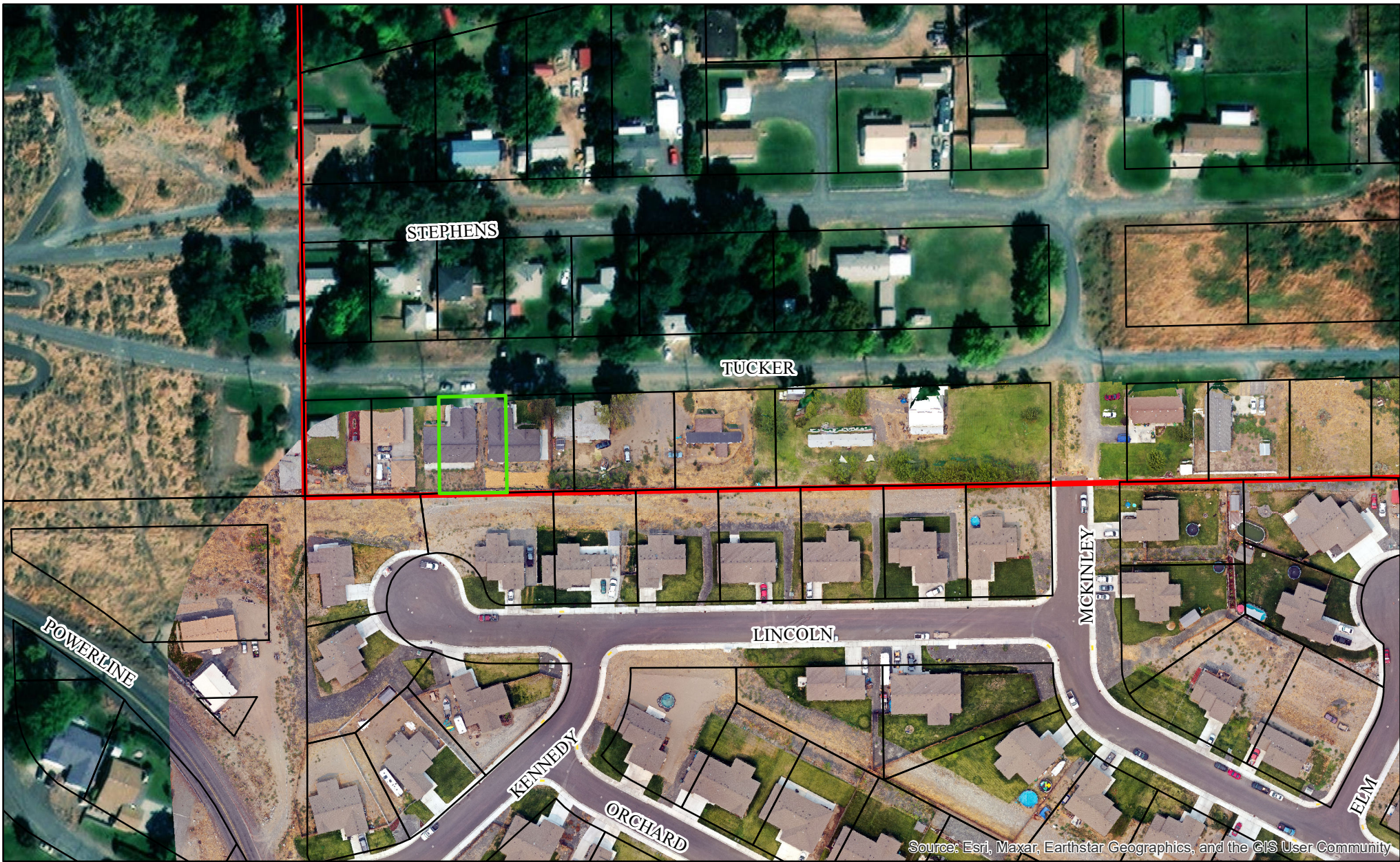
1. The applicant shall improve the frontage of the property to a City standard as required by the City of Umatilla public works standards unless a waiver of remonstrance is signed by the applicant and the City of Umatilla prior to the approval of the ordinance.

EXHIBITS

Exhibit A Notice Map

Exhibit B Property owner signature/application

Exhibit C Draft waiver of remonstrance



Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

TEJEDA ANNEXATION (ANX-2-22)

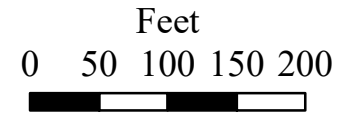
Tax Lot 3200 on Assessors Map 5N2817CA

*NOTICE GIVEN TO PROPERTY OWNERS WITHIN 100'

Current Zoning: UGB Urban Residential
 Zoning after Annexation: City Single-Family Residential

Legend

- Subject Property
- Tax Lots 4-5-22
- City Limits



MAP DISCLAIMER: No warranty is made as to the accuracy, reliability or completeness of this data. Map should be used for reference purposes only. Not survey grade or for legal use. Created by Jacob Foutz, on 12/19/2022



CITY OF UMATILLA

Planning Department (541) 922-3226 ex.101
700 Sixth Street, Umatilla, OR 97882

File No. _____

CONSENT TO ANNEXATION

NOTICE TO APPLICANT: On original application form, please print legibly using blue or black ink, or type. Applicants are advised to review the list of submittal requirements indicated on each application form prior to submitting an application. **Incomplete applications will not be acted upon or scheduled for a public hearing until the Planning Department receives all required submittal materials and fees.**

SITE LOCATION AND DESCRIPTION

Tax Map #(S) 5N2817CA03200 Tax Lot #(s) 03200

Tax Map #(S) _____ Tax Lot #(s) _____

Frontage street or address 328 Tucker Ave

Nearest cross street Stephens Ave / Powerline RD

Current zoning City of Umatilla _____ County Umatilla

Site size (acres or square feet) 7,405 sqft Dimensions _____

REASON FOR REQUEST (land development, land division, City utility connection, etc) City Utility rates,

Potential pavement in the future, City Vote

APPLICANT Miguel Tejada

Mailing address PO Box 1581 Hermiston OR

Phone 541-701-1112 Fax _____ Email miketejeda541@gmail.com

Applicant's interest in property _____

Signature Miguel Tejada Date 10-11-22

PROPERTY OWNER Miguel Tejada

Mailing address PO Box 1581, Hermiston OR

Phone 541-701-1112 Fax _____ Email miketejeda541@gmail.com

Adjacent property under same ownership (list tax lot ID) _____

Signature Miguel Tejada Date 10-11-22

If same as applicant, mark SAME. If there is more than one property owner, please attach additional sheets as necessary.

OFFICE USE ONLY

120 day time limit	Accepted as complete _____	Final decision by _____
DLCD 45-day notice required	Y/N Date mailed _____	Date of first hearing _____
Planning Commission hearing date	_____	Notice mailed _____
Notice to media	Publication date _____	Emailed _____
Notice of Decision	Date mailed _____	Appeal deadline _____
Associated applications	_____	_____

STRUCTURES Please indicate the type and number of structures on the site

Single Family Residence(s) 1 Multi Family Residence(s) 0
 Manufactured Home(s) 0 Travel Trailer(s) 0
 Other residential structure(s) 0 Barn/other ag building(s) 0
 Commercial building(s) 0 Industrial Building(s) 0
 Accessory buildings/structures — Other —

SERVICE PROVIDERS Please indicate which of the following services are provided on the property

Water City of Umatilla X Well — Other/None WEID
Sewer City of Umatilla X Septic — Other/None —

Does the property have access to **City streets**? (Y/N, please explain what and where) NO, Property sits 2 houses away from city line

Does the property have access to **County Roads**? (Y/N, please explain what and where) Yes, access provided by tucker ave

If the property is subject to special assessment or debt from any special districts (fire, road, etc), please provide details.

LIVESTOCK Please list the number and type of all livestock currently present on the property (horses, cattle, sheep, goats, chickens, etc. Do not include domestic pets such as cats and dogs) NO Livestock

BUSINESSES Are any businesses operating on the property? If yes, please describe. NO businesses on property

All businesses operating within the City of Umatilla must obtain a Business License.

Oregon's Land Use Planning Laws and Umatilla City Zoning Code require the Planning Commission to make "findings of fact" with regard to requests for annexations. The findings provide justifications to either approve or deny the application. Read the questions that follow and answer them as completely as you can. Your responses will be used by the City to make findings and evaluate the merits of your requests. The chances of a successful application depend upon the adequacy of the arguments you present to justify approval of the application. If you have any questions or desire assistance in completing this application, the planning staff is available to assist you. **HOWEVER, THE APPLICANT HAS THE BURDEN OF PROOF REGARDING ALL REQUESTS FOR A LAND USE ACTION.**

- How is this annexation consistent with the City's Comprehensive Plan's Policies? If you think some policies are inapplicable to the annexation, please so indicate and briefly explain why.
- If the area to be annexed is outside the City's Urban Growth Boundary, how will this annexation comply with statewide land use goals? Again, if you think that some state land use goals are inapplicable, please indicate and briefly explain why.

This is within the Urban growth boundary.

3. How is the proposed use of the area to be annexed compatible with the adjacent property inside city limits?
It's residential it fits right in with the rest of South hill.
4. What is the impact and need for this proposed annexation to the City?
Utility Rates are twice as much as City residents.

SUBMITTAL REQUIREMENTS

The following items must be completed upon submittal of an annexation application. If you need assistance completing the forms, please contact the Planning Department. If you do not have a copy of the deed to your property to verify ownership, contact the Umatilla County Office of County Records at (541) 278-6236 or www.co.umatilla.or.us/records.htm.

1. _____ Original, signed **Annexation Application form**. This information is public record and must be reproduced so please type or write clearly using dark ink.
2. _____ Copies of the **deed(s)** for the property under consideration, and a **legal description** of the property if not shown on the deed(s).
3. _____ Original **Annexation Questionnaire** (page 3). This information is required for census purposes.
4. _____ Original, signed confidential **Census Information Form** (page 4). This information is required for census purposes.
5. _____ Original, signed **Petition for Annexation form**. The form must be signed by ALL property owners listed on the Umatilla County tax rolls and by at least 50 percent of the registered voters residing on the property.
6. _____ The appropriate **fee**.

Please note: The City must provide notice to the Department of Land Conservation and Development (DLCD) a minimum of 35 days prior to the Planning Commission hearing.

ANNEXATION QUESTIONNAIRE

The information on this form will be used to certify annexed population.

Return form to:
 Population Research Center
 PO Box 751 – PRC
 Portland State University
 Portland, OR 97207-0751

City of Umatilla, County of Umatilla

Annexation Ordinance number of Final Order number _____

Effective Date of Annexation _____

Please fill in all blanks on this form and attach all completed confidential census forms for all housing units both vacant and occupied. **Use one sheet for each inhabitable unit.** Make blank copies if necessary.

NOTE: Certifying annexations of 125 or more housing units requires an enumeration to be conducted under the supervision of the Population Research center and a census must be scheduled.

Inventory of housing units and Population at time of Annexation				
	Total	Occupied	Vacant	Persons
Units in single family structures				
Units in multiple family structures				
Mobile homes or trailers				
TOTALS				

Date of enumeration (count) _____

Enumerated by _____ Position _____ Phone _____

City contact person and title _____ Phone _____

The information from this completed questionnaire and census forms are the only data used to certify annexed population. Please **DO NOT** send maps, copies of the final ordinance, lists of addresses, etc. to our office unless you are requested to do so.

If there are any questions, or to schedule a census, contact Risa Proehl at the Population Research Center (503) 725-5103 or proehlr@pdx.edu. Thank you.

CONFIDENTIAL

Census Form

Use one form per housing unit

City of Umatilla

Address 328 Tucker Ave

Housing Type		Tenure	(check the appropriate boxes)
Single Unit Structure	<input checked="" type="checkbox"/>	Owner Occupied	<input checked="" type="checkbox"/>
Multiple Unit Structure	<input type="checkbox"/>	Renter Occupied	<input type="checkbox"/>
Trailer or Mobile Home	<input type="checkbox"/>	Vacant	<input type="checkbox"/>
		Seasonal	<input type="checkbox"/>

RESIDENTS:

	Last name	First name
1	<u>Tejeda</u>	<u>Miguel</u>
2	_____	_____
3	_____	_____
4	_____	_____
5	_____	_____
6	_____	_____
7	_____	_____
8	_____	_____
9	_____	_____
10	_____	_____
11	_____	_____
12	_____	_____

POPULATION RESEARCH CENTER
Portland State University
PO Box 751 – PRC, Portland, OR 97207-0751
(503) 725-3922

WAIVER OF REMONSTRANCE

THIS AGREEMENT, entered into this _____ day of _____, 2023, by and between Miguel Tejada, ("Owner") and the City of Umatilla, a municipal corporation, ("City"),

WITNESSETH :

WHEREAS, the Owner has petitioned the City for annexation for the territory legally described as follows:

Umatilla County, Carelle Addition, Block I, Lot 9, Umatilla County, Oregon
Umatilla County Plat Map 5N2817CA, Tax Lot 03200

NOW, THEREFORE, in consideration of the City approving Annexation for the territory legally described above in the County of Umatilla, it is agreed as follows:

1. Owner will pay his proportionate share for the construction of any future waterline extensions or sewer main extensions which may serve the territory and to pay all water and sewer charges charged or assessed according to city ordinances and policies as they now exist or may hereafter be amended or adopted.

2. Owner agrees to comply with all ordinances, rules, regulations and policies of the City as they now exist or may hereafter be adopted or changed regarding the extension of waterlines and sewer mains.

3. Owner will pay his proportionate share for the construction of any street improvements, including curbs, gutters and sidewalks, which may serve the territory.

4. Owner understands that no extension of waterlines or sewer mains or street improvements to serve the territory may be made without the written approval of the City.

5. In the event the formation of a local improvement district which includes the territory described above, or any part thereof, the Owner promises and agrees to join in the petition to create any such district for the extension of waterlines or sewer mains or street improvements, or any combination of them, and waives and gives up for itself and its successors in interest any objection it may now have or hereafter may have to the formation of such improvement district and to the assessments to be made in the formation, activation and continuation of such district.

6. The owner for himself and his successors in interest in and to the territory described above, or any part thereof, waives and gives up the right of remonstrance that he or his successors in interests may have or hereafter may have to the formation of a local improvement district for the extension of waterlines or sewer mains or street improvements or any combination of them. In the event that Owner or his successors in interest in and to the territory described above, or any part thereof, fail to join in the petition for formation of said local improvement district, the Owner and his successors in interest do hereby constitute and appoint the then mayor or city administrator of the City as his attorney-in-fact and as the attorney-in-fact for each of the successors or owners of each or any part of the territory described above to sign and deliver a petition to the City to consent to the formation of such improvement district with full power to perform and bind the territory described above, and each and every part thereof, and to do all things necessary to complete the petition to create a local improvement district for the purpose of extending waterlines, or sewer mains or street improvements or any combination of them, and this power of attorney is coupled with an interest so as to be irrevocable as to the territory described above, or any portion thereof.

7. This agreement constitutes the complete understanding by and between the parties concerning the formation of local improvement districts. There are no other agreements or understandings between the parties, concerning this matter, oral, written or otherwise.

8. As used herein, the singular shall include the plural, and the plural the singular. The masculine and neuter shall each include the masculine, feminine and neuter, as the context requires. In construing this agreement and where the context so requires, all grammatical changes shall be implied to make the provisions in this agreement apply equally to corporations and to individuals.

Miguel Tejada, Owner

STATE OF OREGON)
) ss. _____, 2023
County of Umatilla)

Personally appeared _____ and acknowledged said instrument to be his/her voluntary act and deed.

Before me:

Notary Public for Oregon
My Commission Expires:

CITY OF UMATILLA

By: _____
Caden Sipe, Mayor

STATE OF OREGON)
) ss. _____, 2023
County of Umatilla)

Personally appeared Caden Sipe who, being duly sworn or affirmed, did say that he is the Mayor of the City of Umatilla, an Oregon Municipal Corporation, and that said instrument was signed in behalf of said corporation by authority of its city council; and they acknowledged said instrument to be its voluntary act and deed.

Before me:

Notary Public for Oregon
My Commission Expires:

*Return to: City of Umatilla
 P.O. Box 130
 Umatilla, OR 97882*

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: Public Hearing on Resolution No. 24-2023 - A resolution adjusting the budget for the 2022-23 fiscal year by adopting a supplemental budget, revising appropriations and increasing the approved FTE count	Meeting Date: 2023-02-07
---	------------------------------------

Department: Finance & Administrative Services	Director: Melissa Ince	Contact Person: Melissa Ince	Phone Number:
---	----------------------------------	--	----------------------

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

Reviewed by Finance Department: Yes	Previously Presented: N/A
---	-------------------------------------

Attachments to Agenda Packet Item:

[Supplemental Budget Notice Feb 2023.pdf](#)

Summary Statement: If a proposed supplemental budget will change any fund's expenditures by more than 10 percent, a public hearing must be held. In this case, the General Fund, Water Fund, Transient Room Tax Fund and Sewer Reserve Fund expenditures are changing by more than ten percent.

Consistent with Council Goals: Goal 5 : Perform at the Highest Levels of Operational Excellence

NOTICE OF SUPPLEMENTAL BUDGET HEARING

- For supplemental budgets proposing a change in any fund's expenditures by **more than 10 percent**.

A public hearing on a proposed supplemental budget for the City of Umatilla
(District Name)

for the current fiscal year will be held at 700 6th Street, Umatilla, Oregon
(Location)

The hearing will take place on February 7, 2023 at 7:00 PM
(Date) (Time)

The purpose of the hearing is to discuss the supplemental budget with interested persons.

A copy of the supplemental budget document may be inspected or obtained on or after February 1, 2023 at
(Date)

Umatilla City Hall 700 6th Street, Umatilla, Oregon, between the hours of 8:00 AM and 5:00 PM
(Location) (Time) (Time)

SUMMARY OF PROPOSED BUDGET CHANGES
AMOUNTS SHOWN ARE REVISED TOTALS IN THOSE FUNDS BEING MODIFIED

FUND: GENERAL FUND

Resource	Amount	Expenditure	Amount
1 BEGINNING FUND BALANCE	\$ 475,000	1 RECREATION PROGRAMMING	\$ 35,000
2 COMMUNITY DEVELOPMENT CONTRIBUTION	\$ 2,500,000	2 RV PARK/MARINA MAINTENANCE	\$ 55,000
3 RECREATION PROGRAMMING	\$ 10,000	3 TRANSFERS - WATER FUND	\$ 1,500,000
4 MARINA - MISCELLANEOUS	\$ 55,000	4 TRANSFERS - TRT FUND	\$ 150,000
5		5 OPERATING CONTINGENCY	\$ 1,300,000
6		6	
Revised Total Fund Resources	\$ 3,040,000	Revised Total Fund Requirements	\$ 3,040,000

Comments:

The City will be receiving an enterprise zone related community development contribution this fiscal year. \$1.5 million of that payment has been earmarked to the Water Fund for operating expenses related to providing interim industrial utility services. This transfer will be accounted for as an interfund loan. The City will also be transferring \$150,000 to the Transient Room Tax Fund for a City sponsored festival. Other adjustments to the General Fund include increased recreation programming and RV Park/marina maintenance expenses which will be offset by additional revenue and operating contingency. The total FTE count for the General Fund will increase by 0.25 for a new patrol officer to be hired April 1, 2023.

FUND: WATER FUND

Resource	Amount	Expenditure	Amount
1 TRANSFERS	\$ 1,500,000	1 MISCELLANEOUS	\$ 1,500,000
2		2	
Revised Total Fund Resources	\$ 1,500,000	Revised Total Fund Requirements	\$ 1,500,000

Comments:

The City is transferring \$1,500,000 from the General Fund as an interfund loan to fund operating expenses related to providing interim industrial utility services.

FUND: TRANSIENT ROOM TAX FUND

Resource	Amount	Expenditure	Amount
1 TRANSFERS	\$ 150,000	1 CITY SPONSORED FESTIVAL	\$ 150,000
2		2	
Revised Total Fund Resources	\$ 150,000	Revised Total Fund Requirements	\$ 150,000

Comments:

The Transient Room Tax Fund will receive a transfer of \$150,000 to support a City sponsored festival.

FUND: SEWER RESERVE FUND

Resource	Amount	Expenditure	Amount
1 OTHER REVENUE	\$ 500,000	1 PC/BROWNELL IMPROVEMENTS	\$ 500,000
2		2	
Revised Total Fund Resources	\$ 500,000	Revised Total Fund Requirements	\$ 500,000

Comments:

The City is receiving a donation from ADS to be designated for the Power City/Brownell area utility infrastructure improvement projects.

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title:

Resolution 24-2023 - A resolution adjusting the budget for the 2022-23 fiscal year by adopting a supplemental budget, revising appropriations and increasing the approved FTE count

Meeting Date:

2023-02-07

Department:

Finance & Administrative Services

Director:

Melissa Ince

Contact Person:

Melissa Ince

Phone Number:

Cost of Proposal:

N/A

Amount Budgeted:

N/A

Fund(s) Name and Number(s):

N/A

Reviewed by Finance Department:

Yes

Previously Presented:

1/17/2023

Attachments to Agenda Packet Item:

[RES 24-2023.docx](#)

Summary Statement:

Motion to approve Resolution 24-2023

Consistent with Council Goals:

Goal 5 : Perform at the Highest Levels of Operational Excellence

RESOLUTION NO. 24-2023

**A RESOLUTION ADJUSTING THE BUDGET FOR THE 2022-23 FISCAL YEAR BY
ADOPTING A SUPPLEMENTAL BUDGET, REVISING APPROPRIATIONS AND
INCREASING THE APPROVED FTE COUNT**

WHEREAS, the City of Umatilla budget for the 2022-23 fiscal year was adopted by the City Council at its regular meeting on June 7, 2022; and

WHEREAS, certain conditions and situations have arisen since the initial adoption of the 2022-23 fiscal year budget that necessitate changes in financial planning; and

WHEREAS, the following budget amendment allocates personnel services funds for an additional Patrol Officer effective April 1, 2023 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 supplemental budget and appropriation adjustments itemized in this Resolution.
2. The Umatilla City Council also approves the corresponding FTE increase of 0.25.

	<u>Adopted</u>	<u>Revised</u>	<u>Difference</u>
General Fund			
Resources:			
Beginning Fund Balance	\$ 4,295,281	\$ 4,770,281	\$ 475,000
Enterprise Zone CDC	\$ -	\$ 2,500,000	\$ 2,500,000
Recreation Programming	\$ 10,000	\$ 20,000	\$ 10,000
Marina - Miscellaneous	\$ 9,500	\$ 64,500	\$ 55,000
			<u>\$ 3,040,000</u>
Requirements:			
Parks & Recreation			
Recreation Programming	\$ 61,500	\$ 96,500	\$ 35,000
Marina & RV Park			
Park Maintenance	\$ 83,000	\$ 138,000	\$ 55,000
Police Department (.25 FTE)			
Non-Departmental			
Operating Contingency	\$ 1,000,000	\$ 2,300,000	\$ 1,300,000
Transfers	\$ 3,094,964	\$ 4,744,964	\$ 1,650,000
			<u>\$ 3,040,000</u>
Water Fund			
Resources:			
Transfers	\$ -	\$ 1,500,000	\$ 1,500,000
			<u>\$ 1,500,000</u>
Requirements:			
Miscellaneous	\$ 5,000	\$ 1,505,000	\$ 1,500,000
			<u>\$ 1,500,000</u>
Capital Reserve Fund			
Resources:			
Beginning Fund Balance	\$ 10,386,293	\$ 10,470,293	\$ 84,000
Other Revenue	\$ 16,000,000	\$ 16,036,000	\$ 36,000
			<u>\$ 120,000</u>
Requirements:			
Park Equipment	\$ 4,500	\$ 84,500	\$ 80,000
Police Cars	\$ 97,200	\$ 137,200	\$ 40,000
			<u>\$ 120,000</u>

	<u>Adopted</u>	<u>Revised</u>	<u>Difference</u>
Transient Room Tax Fund			
Resources:			
Transfers	\$ 76,000	\$ 226,000	\$ 150,000
			<u>\$ 150,000</u>
Requirements:			
City Sponsored Festival	\$ 420,000	\$ 570,000	\$ 150,000
			<u>\$ 150,000</u>
Sewer Reserve Fund			
Resources:			
Other Revenue	\$ 200,000	\$ 700,000	\$ 500,000
			<u>\$ 500,000</u>
Requirements:			
PC/Brownell Improvements	\$ -	\$ 500,000	\$ 500,000
			<u>\$ 500,000</u>

PASSED by the City Council and **SIGNED** by the Mayor this 7th day of February, 2023.

Caden Sipe, Mayor

ATTEST:

Nanci Sandoval, City Recorder

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: Resolution 25-2023 - A resolution authorizing an operating interfund loan in an amount not to exceed \$1,500,000 from the General Fund to the Water Fund	Meeting Date: 2023-02-07
--	------------------------------------

Department: Finance & Administrative Services	Director: Melissa Ince	Contact Person: Melissa Ince	Phone Number:
---	----------------------------------	--	----------------------

Cost of Proposal: \$1,500,000 Amount Budgeted: \$1,500,000	Fund(s) Name and Number(s): N/A
---	---

Reviewed by Finance Department: Yes	Previously Presented: 1/17/2023
---	---

Attachments to Agenda Packet Item:

[Res 25-2023.docx](#)

Summary Statement: Motion to approve Resolution 25-2023

Consistent with Council Goals: Goal 2: Promote Economic Development and Job Growth.

RESOLUTION NO. 25-2023

A RESOLUTION AUTHORIZING AN OPERATING INTERFUND LOAN IN AN AMOUNT NOT TO EXCEED \$1,500,000 FROM THE GENERAL FUND TO THE WATER FUND

WHEREAS, Oregon Local Budget Law allows a local government to loan money from one fund to another, provided the loan is authorized by an official resolution of the governing body (ORS 294.468); and

WHEREAS, If the loan is an operating loan (a loan to cover operating expenses) it must be repaid to the fund from which it is borrowed by the end of the fiscal year, or the repayment must be budgeted and made in the next fiscal year; and

WHEREAS, the Water Fund is expecting a shortfall due to expenses related to providing interim industrial utility services; and

WHEREAS, the General Fund has adequate reserves to support an Interfund Loan to support these expenses.

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

1. The Loan will be made from the General Fund to the Water Fund in a principal amount not to exceed \$1,500,000.
2. The Loan is an operating loan and must be repaid in full no later than June 30, 2024.
3. The Loan will bear interest at the current Oregon Short Term Fund (OSTF) rate of 3.75%. Accrued interest is due and payable in full on June 30, 2024.
4. The appropriation for fiscal year beginning July 1, 2022 was accounted for in supplemental budget Resolution 24-2023.
5. The loan principal and interest repayment will be included in the budget for the fiscal year beginning July 1, 2023.

Passed by the City Council and SIGNED by the Mayor this 7th day of February, 2023.

Caden Sipe, Mayor

ATTEST:

Nanci Sandoval, City Recorder

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: Approval of Financial Support Letter for the Umatilla Hospital District	Meeting Date: 2023-02-07
---	------------------------------------

Department: City Administration	Director: David Stockdale	Contact Person: David Stockdale	Phone Number:
---	-------------------------------------	---	----------------------

Cost of Proposal: \$500,000	Fund(s) Name and Number(s): Capital Reserve - 05
Amount Budgeted: to be proposed in the FY24 budget	

Reviewed by Finance Department: Yes	Previously Presented: throughout 2022
---	---

Attachments to Agenda Packet Item:

Summary Statement:

The City has been coordinating with the Umatilla Hospital District since early 2022 to assist them in their efforts to construct a new clinic to meet our community's needs and demands. In addition to providing the City's contracted grant writer at no cost to the District, Council has communicated their support, including financial support of the project. In addition to their own saved funds, the District continues to pursue grant and private funding, as well as partnership funds. To that extent, the District is seeking a letter of financial support. Staff is recommending the commitment of \$500,000 toward this project from the City's General Fund, which, if approved, will also be matched by Umatilla County for an additional \$500,000. Funding would be included in the FY24 Proposed Budget and Resolved/Adopted through that Budget adoption.

Motion to Approve the City Manager to draft and submit a letter of financial support in the amount of \$500,000 to the Umatilla Hospital District for the construction of a new clinic.

Consistent with Council Goals:

Goal 3: Enhance and Cultivate Relationships and Partnerships.

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: City Representative on the Chamber Board	Meeting Date: 2023-02-07
--	------------------------------------

Department: City Administration	Director: David Stockdale	Contact Person: Brandon Seitz	Phone Number:
---	-------------------------------------	---	----------------------

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

Reviewed by Finance Department: No	Previously Presented: NA
--	------------------------------------

Attachments to Agenda Packet Item:

[Chamber Personal Service Agreement \(July 2020\).pdf](#)

Summary Statement:

The existing agreement between the City and Chamber requires the City Manager to recommend a city representative to the City Council. The representative cannot hold an officer position but is a voting at-large member of the Chamber Board. If confirmed by the Council the city representative must also be confirmed by the Chamber Board. Community Development Director, Brandon Seitz, has served as the city representative for the last two years.

Community Development Director, Brandon Seitz, is recommended for appointment as the city representative on the Chamber Board. Staff recommends a motion to confirm Community Development Director, Brandon Seitz, as the city representative on the Chamber Board.

Consistent with Council Goals:

Goal 3: Enhance and Cultivate Relationships and Partnerships.

PERSONAL SERVICES AGREEMENT

This Agreement is made and entered into this 7th day of July 2020 by and between the CITY OF UMATILLA (hereinafter called "CITY"), an Oregon municipal corporation, and the UMATILLA CHAMBER OF COMMERCE & VISITOR CENTER (hereinafter called "CHAMBER"), an independent contractor.

Whereas Ordinance No. 758 amended the City's Transient Room Tax Ordinance on July 6, 2010, so that anticipated transient room tax funding may, at the City Council's discretion, be available for distribution by the City according to the guidelines in ORS 320.350.

RECITALS SECTION

SECTION 1. CHAMBER AGREES:

1.1 Purpose.

The CHAMBER shall operate the Umatilla Chamber of Commerce & Visitor Center to provide support to local businesses, visitor services, manage and provide tourism destination promotion services, and provide advertising and marketing services. These services are specifically outlined in Sections 1.4 of this agreement.

1.2 Term.

Beginning July 1, 2020 and continuing through June 30, 2023, unless sooner terminated as provided herein, CHAMBER shall perform the services required by the Agreement.

1.3 General Provisions

- 1.3.1 Operational and Contractual Obligation. Issues of concern to CITY and CHAMBER will be regularly discussed as they arise. The issue will not be considered resolved until it is mutually agreed that a reasonable conclusion has been obtained. Customer Service issues shall be considered of the highest priority and shall be addressed immediately once expressed by either party.
- 1.3.2 General Tourism Industry Standards. CHAMBER's services under this Agreement shall at all times align with general tourism industry standards and state tourism guidelines established by Travel Oregon. The CHAMBER shall comply with state statutes and the CITY's municipal codes regarding the use of any tax dollars. Visitor services provided by the CHAMBER under this Agreement shall: First, fulfill the mission to market and promote the City of Umatilla and its immediately surrounding areas; and Second, market and promote other nearby or surrounding areas. All tourism related promotional services shall focus on drawing visitors to our community with a primary focus on increasing lodging tax revenues.
- 1.3.3 Staffing Obligation. CHAMBER shall designate at least one employed staff member for the fulfillment of this Agreement. The designated staff member shall attend all meetings of the Transient Room Tax Committee and shall attend all City Council meetings as requested by CITY.
- 1.3.4 Use of City Name, Logos, and Brand. CHAMBER may, with written approval by CITY, use the City of Umatilla name, logos, and other branding. CHAMBER shall at all times ensure the name "Umatilla" is prominent in all print, broadcast, digital and social media, website, brochures and other printed publications and collateral material created in the performance of this Agreement. CHAMBER may add its name to said advertising, branding and promotional pieces

to reflect joint endeavor.

- 1.3.5 Charges for Services. CITY desires that all publications and services paid for with visitor/transient lodging tax dollars be provided at no charge to visitors and the general public, however, CHAMBER may charge a reasonable fee for such materials at their discretion.

1.4 Services Provided

CHAMBER shall focus its efforts on the following primary areas of performance of this Agreement (in no particular order of importance). These include, but are not limited to:

- 1.4.1 Outreach Marketing. Communicate with potential visitors the reasons to visit the local and regional areas. CHAMBER shall provide a draft Umatilla Marketing Plan ("MARKETING PLAN") to CITY no later than November 5th of each year. The MARKETING PLAN shall be reviewed jointly by CHAMBER and CITY staff and shall be ready for CITY Council co-adoption in January of each year. The MARKETING PLAN shall include, but not be limited to: creation of updated print materials, broadcast media advertising, online strategies that include specifically targeted websites, distribution strategies of printed promotional materials, socialmedia strategies, trade shows attendance, and an implementation plan and timeline of such strategies.

CHAMBER shall also create, with the assistance from CITY, an all-new "Umatilla Visitor's Guide" no later than June 1, 2021. This provision does not exclude the CHAMBER from creating any other guides they may wish to create.
- 1.4.2 Visitor Services. Provide information to visitors while they are in the local and regional areas. This may include but is not limited to: maintaining attractive exhibits and displays at CHAMBER offices, providing informational brochures on local lodging information, dining, attractions, events, experiences, and activities. This shall also include providing active and current social media activities.
- 1.4.3 Group Travel Service & Support. Increase the number of group travel activities and opportunities. Focus shall include significant sporting/outdoor events, meetings and conferences, river focused events (like fishing derbies, tournaments, swimming events, boating, kayaking, etc.), major outdoor concerts and festivals, through local outreach and promotion. Maintain a meeting planner and supporting informational materials specific to group travel, provide support and facilitation and disseminate leads.
- 1.4.4 Tourism Industry Support. Work with local hospitality industry partners to ensure unified and cooperative effort for above three focus areas and, to ensure a collaborative sharing of materials and information between Visitors Center and local hospitality industry. This also, includes maintaining affiliations and participation with regional and statewide visitor industry members.
- 1.4.5 Umatilla Businesses Support. Provide services to Umatilla businesses that both promote a positive image of the community and assist businesses with networking, education, and increased exposure. Provide a welcoming physical and online space to both visitors and businesses. Maintain standard business hours. Assist businesses and CITY with special events. Participate and be available to lead Grand Openings, Ribbon Cuttings, and other similar business celebration ceremonies.
- 1.4.6 Affiliations. CHAMBER staff hired specifically to fulfill the obligations and duties of this Agreement shall have memberships in and affiliations with relevant regional and statewide industry organizations. Staff shall participate in said organizations and attend industry conferences

and events as deemed appropriate for the advancement of the visitor services program.

1.4.7 Promotions/Advertising/Marketing. The CHAMBER shall:

- A. Develop and maintain mutually-beneficial working relationships with local hospitality industry members.
- B. Between February 1st and April of each year, provide annual hospitality/customer service training for area businesses and citizens. This training may occur in-person or online.
- C. Continue Familiarization (FAM) Tours for Visitors Center staff and volunteers.
- D. Develop promotional articles suitable for printing in out-of-the-area newspapers and magazines which promote the Umatilla area as a destination.
- E. Develop cooperative working relationships with other groups and organizations in Umatilla County to attract visitors to county areas and beyond. The primary emphasis of this program shall remain to bring visitors to the immediate area.
- F. Maintain and regularly update a website serving the local hospitality industry and targeting visitors. Information on the website shall include, but not be limited to lodging, meeting accommodations, dining, attractions, and events. Such website will be linked to the CITY website and other relevant local websites. The CHAMBER may use such social media as Facebook and Twitter to promote Umatilla as a tourist destination and to promote local events and activities.

1.4.8 Visitor-Related Attractions/Events. The CHAMBER shall provide:

- A. Assistance and support for local institutions and organizations, including outreach marketing for special events and attractions for visitors in and around Umatilla that attract overnight visitors to Umatilla area motels.
- B. Provide local and community event planning assistance.

1.4.9 Group Travel Prospecting & Assistance. The CHAMBER shall, whenever reasonably possible, solicit group travel relating to athletic events, meetings, conferences, and seminars of size and type that can be accommodated in Umatilla. Visitors Center staff shall work directly with group, meeting and event planners by providing information on meeting places, lodging, banquets, entertainment and recreational opportunities.

1.4.10 Staffing. The CHAMBER shall have sole authority to hire full-time and part-time staff dedicated to the Umatilla Chamber of Commerce & Visitors Center operation and to providing visitor services, promotion, and destination marketing activities required under this Agreement.

1.5 Reporting

1.5.1 Quarterly Report. The CHAMBER shall provide a quarterly report to the CITY regarding Umatilla Chamber of Commerce & Visitors Center operations. At a minimum, the report shall include: general financials, social media activity, general operations, media coverage, materials distribution, business trainings or networking opportunities provided by CHAMBER, and business support services.

1.5.2 Annual Report. The CHAMBER shall provide an annual written report to the CITY which will include, at a minimum:

1. Previous year's goals and objectives;
2. Affiliations and participation with state and regional industry organizations;
3. List and fulfillment status of specific requirements identified under this Agreement;
4. Visitor services statistics-print materials distributed, visitor counts, website activity, social and digital media, phone and email contacts;
5. Annual budget versus actual;
6. Promotion and print materials produced in previous year;
7. Service and support provided to local hospitality industry members, organization and visitor events and activities;
8. Specifics relating to out-of-area destination marketing and advertising campaign, including niche marketing;
9. The CHAMBER shall present the annual report to the City Council/Staff on a date and time agreed to by the CITY and the CHAMBER, but no later than March 31 of each year.

1.6 Finances

1.6.1 A copy of the annual audit report of the CHAMBER's accounting and business records shall be provided to the CITY upon completion.

1.6.2 The CHAMBER shall maintain the Umatilla Chamber of Commerce operations funds- checking and savings accounts-separate from project accounts. The CHAMBER requires two signatures on all checking accounts. The primary signatories are the CHAMBER president and vice president. The other designated signatory is the CHAMBER secretary/treasurer.

1.7 Expenditures and Conditions. CHAMBER shall promptly pay all expenses it incurs as a result of this Agreement and shall comply with all provisions of federal and state law applicable to this Agreement.

1.8 Workers Compensation Insurance. CHAMBER, its subcontractors, if any, and all employees working under this Agreement are subject employers under the Oregon Workers' Compensation Law and shall comply with ORS 656.017, which requires them to provide workers' compensation coverage for all their subject workers.

1.9 Insurance Requirements. CHAMBER shall provide and maintain commercial general liability insurance, occurrence form, with a limit of not less than \$1,000,000 for each occurrence.

1.10 Books and Records. CHAMBER shall keep complete and proper books, records and accounts of all transactions performed as part of this Agreement and the approved invoices and work program. The books, records, and accounts shall be open to inspection by CITY or its designee during normal business hours, and shall remain open to CITY for such inspection for three months following termination of this Agreement.

1.11 Availability. CHAMBER shall be available for meetings, discussions and program reviews with sufficient notice.

1.12 Assignment. Both parties recognize that this Agreement cannot be transferred, assigned or subcontracted by CHAMBER without prior written consent of CITY.

SECTION 2. CITY AGREES:

2.1 Payment. CITY shall pay CHAMBER an annual amount equal to 50 percent of the annual transient room tax receipts. This amount shall be paid in quarterly installments.

2.2 Payment Frequency. During the length of the Agreement, CITY agrees to pay CHAMBER quarterly within fifteen days of the receipt of funds. (These dates coincide with the tax payment schedule.) In the event of termination, as provided herein, such payment(s) shall be pro-rated through the date of termination and paid on or before the date of termination.

2.3 Discretionary Payment. CITY, at its sole discretion, may pay CHAMBER an additional amount as reflected in the City Budget document. This amount will be evaluated annually through the CITY's Budget process. This payment will be divided into four installments and made in conjunction with the Transient Room Tax payments. Should the CITY's Proposed Budget include a reduction of 10% or more from the previous year, CITY shall notify CHAMBER at least ten (10) days prior to presentation to the CITY's Budget Committee.

SECTION 3. BOTH PARTIES AGREE:

3.1 Independent Contractor. CHAMBER is an independent contractor. The manner in which it performs the services herein shall be controlled by CHAMBER. CHAMBER is not deemed an employee or agent of CITY and has no authority to make any binding commitments on behalf of CITY except as expressly approved in writing by CITY'S City Manager.

3.2 CITY Representative on CHAMBER Board. CHAMBER recognizes that CITY is making a significant investment in the business and tourism industries of Umatilla through CITY's financial and other support of CHAMBER. In recognition of this significant investment, both parties desire to have a CITY representative as a voting at-large member of the CHAMBER board. This representative shall not hold any officer positions. In January of odd-numbered years beginning January 2021 this representative shall be recommended by the City Manager to the City Council, confirmed by the City Council for recommendation to CHAMBER, and then confirmed by CHAMBER Board. Both the City Council and the CHAMBER board have the discretion to request the City Manager to provide an alternative representative if the recommended candidate is not confirmed by either the City Council or CHAMBER board.

3.3 Indemnification. Each party shall indemnify, hold harmless and defend the other, its officials, agents, and employees, from and against any and all claims, damages, losses and expenses, including attorney fees, arising in or from its performance of, or failure to perform, this Agreement. The extent of CITY's obligation under this subsection is limited to CITY's obligation under the Oregon Constitution and ORS 30.260 through 30.300.

3.4 Special Event Coordination.

3.4.1 Umatilla Landing Days. CHAMBER and CITY agree that it is in the community's best interest to have CITY sponsor and host Umatilla Landing Days each year. Should CITY determine that they can no longer sponsor and host this event, all rights and responsibilities of the event shall transfer over to CHAMBER

and CHAMBER may, at its sole discretion, determine to continue operating Umatilla Landing Days. CITY shall compensate CHAMBER an additional \$10,000 per year for Umatilla Landing Days Event Coordination. CHAMBER shall provide the following services in assistance to CITY:

- Executive Director, or he/her designee, to attend all Landing Days Committee meetings.
- Executive Director shall provide the following: meeting facilitation; meeting minutes; creation of sponsorship lists, vendor lists, volunteers lists, etc. and other agreed upon assignments from the Committee. Copies of all such documentation shall be made available by CHAMBER to CITY's for CITY's own purposes.
- At least two board representatives and the executive director as event-day volunteers.

3.4.2 General Special Events. CITY shall make a good faith effort to request Special Event Coordination or Assistance from CHAMBER for any CITY sponsored major event (an event with an estimated attendance of more than 500 patrons per day). The terms, including compensation, of such an event shall be negotiated on an event-by-event basis between CITY and CHAMBER.

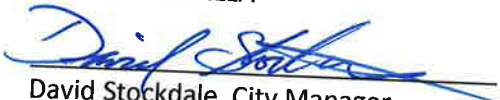
3.5 Notices. Any notice required to be given under this Agreement, or required by law, shall be in writing and delivered to the parties at the following addresses:

3.6 Applicable Laws. The laws of the State of Oregon shall be used in construing this Agreement and enforcing the rights and remedies of the parties.

3.7 Termination Clause. Except where this Agreement expressly allows a shorter termination notice, without cause either party may terminate this agreement upon 90 days prior written notice to the others.

3.8 Merger and Substitution. There are no other undertakings, promises or agreements, either oral or in writing, other than that which is contained in this Agreement. The parties intend this Agreement to substitute any existing agreement and amendments. Such substitution shall occur simultaneously to the effective date of said agreement. Any amendments to this Agreement shall be in writing and executed by both parties.

CITY OF UMATILLA


David Stockdale, City Manager

7/10/20
Date

UMATILLA CHAMBER OF COMMERCE


Mark Ribich, Chamber Board President

7-10-2020
Date

Attest:


Nanci Sandoval, City Recorder

7.22.2020
Date

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: Resolution No. 26-2023 - A resolution authorizing the City of Umatilla to enter into an Master Cultural Services Consulting Agreement with the Confederated Tribes of the Umatilla Indian Reservation, acting through its Cultural Resources Protection Program to provide professional cultural resource consulting services.	Meeting Date: 2023-02-07
--	------------------------------------

Department: Community Development	Director: Brandon Seitz	Contact Person: Brandon Seitz	Phone Number:
---	-----------------------------------	---	----------------------

Cost of Proposal: Cost will vary based on services	Fund(s) Name and Number(s): General Fund - 01
Amount Budgeted: NA	

Reviewed by Finance Department: Yes	Previously Presented: NA
---	------------------------------------

Attachments to Agenda Packet Item:

[Resolution 26-2023 CTUIR Master Cultural Services Consulting Agreement.docx](#)

[City of Umatilla_Master Cultural Services Agreement.pdf](#)

Summary Statement: The existing agreement between CTUIR and the City has expired. The City has a need for cultural resources consulting services on projects located through the city. Staff recommends a motion to approved Resolution No 26-2023.

Consistent with Council Goals: Goal 3: Enhance and Cultivate Relationships and Partnerships.
--

RESOLUTION NO. 26-2023

A RESOLUTION AUTHORIZING THE CITY OF UMATILLA TO ENTER INTO AN MASTER CULTURAL SERVICES CONSULTING AGREEMENT WITH THE CONFEDERATED TRIBES OF THE UMATILLA INDIAN RESERVATION, ACTING THROUGH ITS CULTURAL RESOURCES PROTECTION PROGRAM TO PROVIDE PROFESSIONAL CULTURAL RESOURCE CONSULTING SERVICES

WHEREAS, by the authority granted in ORS 190.010 units of local government may enter into agreements with other units of local government for performance of any or all functions and activities that a party to the agreement, its officers, or agents have the authority to perform; and

WHEREAS, the City of Umatilla (City) has many know sites of cultural and historic significant, including designations on the Oregon Historic sites and the National Register of Historic Places; and

WHEREAS, the City has the need to utilized cultural resources consulting services on project located through the City; and

WHEREAS, the existing agreement between the City and the Confederated Tribes of the Umatilla Indian Reservation expired; and

WHEREAS, it is determined that it is in the best interest of the City to execute a master cultural services consulting agreement with Confederated Tribes of the Umatilla Indian Reservation acting through its Cultural Resources Protection Program.

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

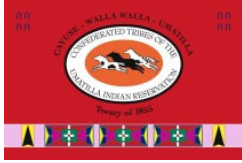
City Manager, David Stockdale, is authorized to execute a Master Cultural Services Consulting Agreement with the Confederated Tribes of the Umatilla Indian Reservation acting through its Cultural Resources Protection Program.

PASSED by the Council and **SIGNED** by the Mayor this 7th day of February, 2023.

Caden Sipe, Mayor

ATTEST:

Nanci Sandoval, City Recorder



MASTER CULTURAL SERVICES CONSULTING AGREEMENT

Master Agreement Cost Center: _____

This master cultural services consulting agreement is dated as of **January 20, 2023**, and is between the Confederated Tribes of the Umatilla Indian Reservation, a federally recognized Indian tribe acting through its Cultural Resources Protection Program (the “CONSULTANT”), and **the City of Umatilla** (the “COMPANY”).

1. Master Agreement

1.1 Scope of Work. This agreement will be implemented in the form of specific Task Orders issued by the COMPANY through its representative and performed by the CONSULTANT. Task Orders will be in writing and signed by both parties prior to beginning any of the work to be performed under a Task Order. Task Orders shall be issued in accordance with the general format outlined in **Schedule C**. The general services (“Services”) to be provided under this agreement and each issuing Task Order is detailed in **Schedule A**.

1.2 Payment. The COMPANY agrees to pay the CONSULTANT on a cost reimbursement basis in accordance with the terms outlined in **Schedule B** for work performed under each Task Order. Task Orders will specifically identify the work to be performed and the amount owed for performance of that work.

1.3 Term. This agreement commences on the date written above and terminates on **December 31, 2028** unless otherwise terminated earlier.

1.4 Designated Contact. The representative for the COMPANY is **David Stockdale**. The representative for the CONSULTANT is **Teara Farrow Ferman**.

2. Independent Contractor.

2.1 Independent Contractor. The CONSULTANT agrees to employ, at its own expense, all personnel reasonably necessary to perform the Services. These personnel are not employees of the COMPANY. The CONSULTANT shall ensure that all personnel engaged in performing Services are fully qualified to undertake the work in accordance with applicable tribal, state, or federal laws. The CONSULTANT is an independent contractor. The CONSULTANT is not an agent or employee of the COMPANY. The CONSULTANT and the COMPANY are not engaged in a joint venture or partnership. Neither party can represent or bind the other.

2.2 Subcontractors. In addition to personnel employed directly by CONSULTANT, CONSULTANT has the right to engage such subcontractors as it may deem necessary to perform the Services. CONSULTANT is authorized to sole source contract with Átaw Consulting, LLC (Átaw) for any or all archaeological services should the need arise. Átaw is a CTUIR-owned small business enterprise that provides archeological services.

3. Representations, Warranties, and Duties

3.1 Professional Work. The CONSULTANT shall perform Services in a professional, thorough, and skillful manner consistent with their profession’s standards in the Pacific Northwest region.

3.2 Compliance with Laws. The CONSULTANT shall comply with all applicable tribal, state, local, and federal laws.

3.3 Safety. The CONSULTANT shall perform all work in a safe manner.

3.4 Information Necessary for Timely Performance. To permit CONSULTANT to render the Services, COMPANY shall, at its expense and in a timely manner:

3.4.1 Provide information concerning the Services as CONSULTANT may require from time to time to enable CONSULTANT to complete the Services;

3.4.2 Promptly inform CONSULTANT of any pending or confirmed changes in the Services;

3.4.3 Promptly review all documents and materials submitted to COMPANY by CONSULTANT for COMPANY’S comment to avoid unreasonable delays in the progress of the Services; and

3.4.4 Promptly notify CONSULTANT of any fault or defect in the Services provided.

3.5 No Other Warranties. CONSULTANT provides no warranty, representation, or certification whether expressed or implied other than those specifically stated in section 3 of this Agreement.

4. Mutual Indemnification

4.1 Indemnification. Each party shall defend, hold harmless, and indemnify the other party and their officers, employees, and agents (the “Indemnified Party”) against all losses, liabilities, claims, damages, costs or expenses, including reasonable attorney’s fees and expenses (collectively, “Claim”) that are brought against the Indemnified Party arising out of or related to (1) any personal injury, death or property damage caused by any act, omission, error, fault, mistake or negligence of the indemnifying party or its employees, agents, or subcontractors related to this agreement, (2) any act or omission by the indemnifying party that constitutes a non-trivial (from the perspective of a reasonable person in the position of the Indemnified Party) breach of this agreement including, without limitation, any misrepresentation or breach of warranty, or (3) the infringement of any patent, copyright, trade secret or other proprietary right arising from delivery, use, or performance of the Services. This duty includes costs incurred by the Indemnified Party in assuming their own defense. The CONSULTANT’S obligation under this section shall not extend to any Claim primarily caused by (1) the negligent or intentional misconduct of an Indemnified Party, or (2) the COMPANY’S modification of goods or services without the CONSULTANT’S approval and in a manner inconsistent with the purpose and proper use of those goods or services.

4.2 Written Authorization. Any legal counsel purporting to represent the interests of an Indemnified Party shall first obtain written authorization from the Indemnified Party. The Indemnified Party may assume their own defense at any time when it determines in its sole discretion that (1) proposed counsel is prohibited from the particular representation contemplated; (2) counsel's representation is inadequate; (3) important party interests are at stake; or (4) it is in the best interest of the Indemnified Party.

5. Document Ownership

5.1 Ownership. The COMPANY shall own all reports provided it pursuant to this agreement. All information contained within any such report that pertains to information concerning the location of archaeological sites or objects shall be kept confidential as a trade secret of CONSULTANT ("Confidential Information"). All other intellectual property, including but not limited to work product, shall be the property of the CONSULTANT.

5.2 Authority to Publish. CONSULTANT has unrestricted authority to publish, disclose, distribute, and otherwise use, in whole or part, any reports, data, plans, or any other material prepared by CONSULTANT.

5.3 Trade Secret. Some information and technology of the CONSULTANT is confidential, proprietary, or otherwise a trade secret, including but not limited to reports produced under this agreement, information concerning the location of archaeological sites or objects, other cultural resources, oral histories of CONSULTANT'S members, and compilations of information not generally known or reasonably ascertainable to the public.

5.4 CONSULTANT'S Withholding of Information. Any information may be withheld by the CONSULTANT if, in their sole discretion, they believe it may be subject to public disclosure under the public disclosure act(s) of COMPANY, if any, notwithstanding the consequences of withholding the information.

5.5 COMPANY'S Non-disclosure of Information. If applicable, the COMPANY shall withhold from public disclosure any and all information obtained from the CONSULTANT that is subject to an exclusion under the COMPANY'S state or federal public disclosure act(s). Specifically, all oral histories, stories, archeological or cultural resource information pertaining to specific sites or objects, and any other information that is not generally known or ascertainable, shall be considered trade secrets of the Tribes as that term is defined in the Uniform Trade Secrets Act, and the COMPANY shall assert that as a basis for exemption in any request for information. In addition, the COMPANY shall withhold from public disclosure all records, maps or other information identifying the location of any and all archaeological sites including information related to the study being conducted.

5.6 Disclosure to Employees. COMPANY shall restrict access to the Confidential Information provided to it only to employees of the COMPANY who clearly need such access in order to obtain any and all necessary permits and authorizations from any state or federal governmental entity for the operation of the project provided the employee has been instructed to comply with the terms of this agreement.

5.7 Discovery. If COMPANY receives a discovery request to disclose Confidential Information, COMPANY shall immediately notify CONSULTANT. In the event of a discovery request COMPANY shall work with CONSULTANT to prevent disclosure, whether by agreement with third parties or by seeking a court protective order, on the ground that the Confidential Information is a trade secret of CONSULTANT and contains sensitive cultural resource information.

6. Insurance

6.1 Generally. CONSULTANT shall maintain the following insurance:

- (a) Commercial General Liability Insurance in the amount of one million dollars each occurrence and two million dollars aggregate.
- (b) Commercial Automobile Liability Insurance in an amount equal to one million dollars for all vehicles used in performance of the Services.
- (c) Worker's Compensation Insurance as required by applicable law.

7. Termination

7.1 For Convenience. Either party may terminate this agreement by giving to the other party 10 days' prior written notice. The notice shall specify the effective date of termination. Termination will not alter payment terms or give rise to any equitable claim for reimbursement.

7.2 Breach of Agreement. Either party may immediately terminate this agreement by written notice following a material breach by the other party.

8. General Terms

8.1 Choice of Law. The laws of the State in which the Services are being performed shall govern this agreement.

8.2 Severability. Any provision of this agreement held to be unenforceable will not affect the enforceability of any other provision.

8.3 Terminology. The words "include," "includes," and "including" are to be read as if they were followed by the phrase "without limitation to". The word "or" is not exclusive. Headings are provided for convenience and do not affect meaning. Any reference to a time of day is to the time in Pendleton, Oregon.

8.4 Notices. Notices must be in writing. Delivery occurs when the other party receives notice through certified mail or a reputable overnight courier. Representative addresses are as follows:

The CONSULTANT:

CTUIR
Cultural Resources Protection Program
46411 Timine Way
Pendleton, Oregon 97801
Attention: Teara Farrow Ferman
Telephone/Fax: (541) 429-7230
Email: TearaFarrowFerman@ctuir.org

The COMPANY:

City of Umatilla
PO Box 130
Umatilla, OR 97882
Attention: David Stockdale
Telephone: 541-922-3226 x102
Facsimile: 541-922-5708
Email: david@umatilla-city.org

8.5 Entire Agreement. This agreement supersedes all prior or contemporaneous oral or written agreements between the parties.

8.6 Amendments. No change, amendment or modification of this agreement is valid unless it is in writing and executed by the parties.

8.7 Assignment. This agreement is not assignable by the CONSULTANT and binds any successor.

8.8 Survival. The requirements of Sections 3, 4 and 5 survive termination of this agreement.

8.9 No General Waiver. The waiver or failure to enforce, insist upon, or comply with any term in this agreement does not constitute a general waiver or relinquishment of that term.

8.10 No Construction Against Drafter. Each party has participated in negotiating and drafting this agreement. If any ambiguity or question of intent or interpretation arises, this agreement is to be construed as if the parties had drafted it jointly, as opposed to being construed against a party because it was responsible for drafting one or more provisions of this agreement.

8.11 Sovereign Rights. Nothing in this Agreement constitutes a waiver of CONSULTANT’S rights as a sovereign.

This agreement is signed as of the date stated in the introductory clause and may be executed in counterparts or by facsimile.

**CONFEDERATED TRIBES OF THE
UMATILLA INDIAN RESERVATION,
CULTURAL RESOURCE
PROTECTION PROGRAM
(CONSULTANT)**

CITY OF UMATILLA (COMPANY)

By: _____
Donald G. Sampson
Executive Director

By: _____
David Stockdale
City Manager

Attachments:

- Schedule A, Scope of Work
- Schedule B, Project Budget
- Schedule C, Task Order Form

SCHEDULE A: Scope of Work

1. Background.

The Confederated Tribes of the Umatilla Indian Reservation's Cultural Resources Protection Program (CONSULTANT) provides professional cultural resource consulting services. Services include oral history interviews, traditional use studies, file and literature searches, archaeological monitoring, cultural resource inventory surveys, and testing and evaluations.

The purpose of this agreement is to establish a professional services relationship between the City of Umatilla (COMPANY) and the CONSULTANT for archaeological, anthropological and ethnographic services.

Each time the COMPANY desires the services of the CONSULTANT, the COMPANY shall first submit a request for work to the CONSULTANT. The request for work shall contain an accurate area of potential effect (APE) for the proposed undertaking that includes access and staging areas, a project description including the depth and extent of any ground disturbance activities, maps, photos, construction plans, a timeframe for the requested services and any other information of relevance to the undertaking.

Upon review of the information provided, the CONSULTANT will submit a TASK ORDER that includes a scope of work (SOW) to be performed and a budget for services. These documents will indicate the tasks to be performed including anticipated time, materials and equipment necessary to carry out the project.

SCHEDULE B: Project Budget

I. PAYMENT TERMS. COMPANY shall reimburse CONSULTANT for services performed consistent with the following budget. To the extent that COMPANY requires CONSULTANT to provide services in excess of 40.0 hours in any given work week, COMPANY shall compensate CONSULTANT for such excess hours at a rate of time and a half (1.5). Federal holidays will be compensated at a rate of 1.5 if worked.

A. PERSONNEL

1. Salaries and Wages

Personnel

Program Manager	\$68.17
Senior Archaeologist	\$51.88
Archaeologist	\$35.90
Field Director	\$39.78
Archaeological Field Technician	\$22.11

2. Benefits

Fringe @ 39%

B. NON-PERSONNEL

Item

Vehicle Expense	\$0.655/mile
Daily GSA Lease Fee	\$17.50/daily
Supplies	Project dependent
Equipment Fee	Project dependent

C. INDIRECT COST

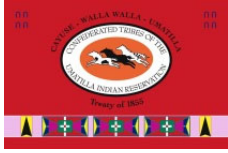
Indirect Cost @ 45.0%

The salary schedule and all rates will be updated each fiscal year and are reflective of the current approved federal government rates in accordance with the CTUIR Fiscal Management Policy and GSA.

Each Task Order will indicate the total amount to be reimbursed for that task.

II. PAYMENT PROCEDURES.

- A. CONSULTANT shall submit invoices for reimbursement of work performed on a quarterly basis for each Task Order issued to: payables@ctuir.org
- B. Invoices must clearly list appropriate task order number.
- C. The COMPANY will reimburse the CONSULTANT for invoices within thirty-five (35) days of receipt.



SCHEDULE C
Task Order Form
Task Order #: XXX
Master Agreement Cost Center: XXX
Task Order Cost Center: XXX

This is a Task Order issued pursuant to a Master Cultural Services Consulting Agreement. All terms and conditions of the master agreement are in full force and effect for this Task Order document.

Task Schedule

Task Start Date: XXX

Task End Date: XXX

Scope of Task Order

1. Attend meetings with XXX as necessary.
2. Observe ground-disturbing activities associated with the installation of fiber optic cable near the intersection of Mission Hwy and Hwy 331 on the Umatilla Indian Reservation.
3. Document any archaeological isolates observed during monitoring. If an archaeological site is discovered and additional cultural resource work is deemed necessary, that work is not covered under this budget.
4. Upon completion of ground-disturbing activities, prepare a report of findings to submit to XXX and the Tribal Historic Preservation Office.

Task Cost

The daily monitoring rate to perform the necessary work is estimated at \$XXX. An itemized cost estimate is attached and by reference made part of this task assignment.

Consultant Information

Name: CTUIR Contact: Cultural Resources Protection Program Manager

Address: 46411 Timine Way, Pendleton, Oregon 97801 Phone: (541) 276-3447

Task Order Approval Signature

**CONFEDERATED TRIBES OF THE
UMATILLA INDIAN RESERVATION**

[INSERT COMPANY NAME]

Donald G. Sampson

[Insert Name]

Executive Director

[Insert Title]

Date

Date

SCHEDULE C: Daily Monitoring Rate

Task Order #: **XXX**

Task Order Cost Center: **XXX**

I. PAYMENT TERMS. COMPANY shall reimburse CONSULTANT for services performed consistent with the following Task Order Budget. To the extent that COMPANY requires CONSULTANT to provide services in excess of 40.0 hours in any given work week, COMPANY shall compensate CONSULTANT for such excess hours at a rate of time and a half (1.5). Federal holidays will be compensated at a rate of 1.5 if worked.

A. PERSONNEL

1. Salaries and Wages

Personnel	Rate	Hours	Total
	\$		\$
	\$		\$
	\$		\$
	\$		\$

SUBTOTAL: \$

2. Benefits

Fringe @ **XX%**: \$

B. NON-PERSONNEL

Item	Miles	\$/Mile	Total
			\$
			\$
			\$
			\$

SUBTOTAL: \$

C. INDIRECT COST

Indirect Cost @ **XX%**: \$

D. DAILY MONITORING RATE TOTAL: \$

The budget is valid until **XXX**.

Budget is based upon a 10-hour work day. If the CRPP staff member is required to work more/fewer hours, the costs will change in accord with the rates in this Schedule.

Mileage and Per Diem rates are subject to change and are based upon the approved federal rates established by GSA.

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: Planning Commission Appointment	Meeting Date: 2023-02-07
---	------------------------------------

Department: City Administration	Director: Brandon Seitz	Contact Person: Jacob Foutz	Phone Number:
---	-----------------------------------	---------------------------------------	----------------------

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

Reviewed by Finance Department: No	Previously Presented: NA
--	------------------------------------

Attachments to Agenda Packet Item:

[PC Applications_Redacted.pdf](#)

Summary Statement:

Mayor Sipe reviewed two applications for Planning Commission, interviewed the applicants, and recommends appointing Yesenia Leon-Tejeda to the Planning Commission.

Suggest motion:

I move to approve Mayor Sipe's recommendation to appoint Yesenia Leon-Tejeda to the Planning Commission.

Consistent with Council Goals:

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

Submission information

Form: [Committee Appointment Form](#) [1]

Submitted by Visitor (not verified)

Thu, 01/19/2023 - 6:44pm

[REDACTED]

Full Name

Yesenia Leon-Tejeda

Please indicate which category you are seeking

Appointment

Which committees are you interested in?

Planning Commission

How long have you lived in Umatilla?

33 years

List any additional qualifications

local realtor, president of the Umatilla Chamber of Commerce, born and raised in the area, familiar with the community

Address

[REDACTED]

Phone Number

[REDACTED]

Email

[REDACTED]

Source URL: <https://www.umatilla-city.org/node/2001/submission/6156>

Links

[1] <https://www.umatilla-city.org/bc/webform/committee-appointment-form>

Submission information

Form: [Committee Appointment Form](#) ⁽¹⁾
Submitted by Visitor (not verified)
Sun, 01/15/2023 - 7:00pm

Full Name

Bonnie Pankratz

Please indicate which category you are seeking

Appointment

Which committees are you interested in?

- City Council
- Parks and Recreation Committee
- Planning Commission

How long have you lived in Umatilla?

31yrs

List any additional qualifications

Helped organized fundraising for all my kids throughout school and for work functions, planted some trees in the cement umatilla for Arbor Day when I worked at The Depo. Helped with donating a stone monument from the Depot to River Front Park in Hermiston. Always adopt families for holidays.

Address

[Redacted]

Phone Number

[Redacted]

Email

[Redacted]

Source URL: <https://www.umatilla-city.org/node/2001/submission/6148>

Links

[1] <https://www.umatilla-city.org/bc/webform/committee-appointment-form>

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: Transportation System Plan Discussion	Meeting Date: 2023-02-07
---	------------------------------------

Department: Community Development	Director: Brandon Seitz	Contact Person: Jacob Foutz	Phone Number:
---	-----------------------------------	---------------------------------------	----------------------

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

Reviewed by Finance Department: No	Previously Presented: NA
--	------------------------------------

Attachments to Agenda Packet Item:

Summary Statement: A virtual open house was held from January 17, 2023 to January 31, 2023 to gather input on the draft Transportation System Plan. The comments received can be viewed at the link below: https://umatilla-transportation-plan-gatewaymapping.hub.arcgis.com/

Consistent with Council Goals: Goal 5 : Perform at the Highest Levels of Operational Excellence

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: Council's Expectations of Staff's and Contractor's Time as it Relates to Answering Elected Official's Questions	Meeting Date: 2023-02-07
---	------------------------------------

Department: City Administration	Director: David Stockdale	Contact Person: David Stockdale	Phone Number:
---	-------------------------------------	---	----------------------

Cost of Proposal: varies	Fund(s) Name and Number(s): N/A
Amount Budgeted: n/a	

Reviewed by Finance Department: No	Previously Presented: February and March 2021
--	---

Attachments to Agenda Packet Item:

Summary Statement: City Manager Stockdale sent a Memo to Mayor Sipe and City Councilors on January 23, 2023 in response to a series of questions from Mayor Sipe relating to water concerns and water stewardship of the City. The work and effort necessary to appropriately respond required significant staff and contractor time. Previous communicated expectations by the Council to the City Manager as it relates to elected officials' requests was for elected officials to attempt to keep all requests to less than one hour of staff/contractor time, whenever possible, and for the City Manager to use discretionary caution when approving such requests that would take such time. Manager Stockdale is seeking further direction from Council on expectations as it relates to elected officials' individual requests. Direction from this discussion will be used to update Council's Adopted Policies and Procedures.

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

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: Review of Council Policies & Procedures	Meeting Date: 2023-02-07
---	------------------------------------

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: 1/17/23
--	---

Attachments to Agenda Packet Item:

[Umatilla Council Rules Effective 3.2.21.docx](#)

Summary Statement:

Pursuant to Chapter III, Section 10, of the Umatilla City Charter, the Council shall adopt Council Rules. Current adopted Council Policies & Procedures require that Council shall review and adopt these rules no later than March 31st of every odd numbered year. Sections that have been discussed over the previous two years that are likely initially of interest: Makeup of Standing Committees (may require Code update), need to incorporate City's social media policy, need to include Council interaction with traditional news media (perhaps update to Representing the City), perhaps a need to waive/exempt travel/training reimbursement requirements, meeting times (may require code update), communication with staff, and others.

This work will not be completed at today's meeting and will be brought back to Council to review an updated draft at the 2/21/23 Council Meeting.

Consistent with Council Goals:

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

CITY OF UMATILLA

COUNCIL POLICIES & PROCEDURES

Adopted 03/02/2021 by Resolution 39-2021



Table of Contents

Agenda 3

Agenda Packet 3

Annual Report of Boards, Commissions, Committees, and Neighborhood Associations..... 3

Attendance..... 3

Bias and Disqualification 3

City Communications 4

City Manager Evaluation 4

Code of Conduct 4

Communication with Staff 4

Conferences and Seminars 5

Confidentiality..... 5

Conflict of Interest 5

Consent Agenda 6

Council Rules..... 6

Council Standing Committees..... 6

Emergency Meetings 6

Ethics and Professional Conduct..... 6

Ethics or Professional Conduct Violations 7

Executive Sessions 7

Exhibits..... 8

Ex Parte Communications 8

Ex-Parte Contacts and Disqualifications 8

Expenses and Reimbursement..... 8

Filling a Vacancy of the Mayor or Council..... 8

Filling Vacancies on Boards, Commissions and Committees..... 9

Flags, Signs and Posters 9

Gifts and Recognition..... 9

Legal Advice 10

Litigation 10

Mayor and City Council Reports 10

Meeting Staffing..... 10

Meeting Times	10
Minutes	10
Motions	11
News Media	12
Order and Decorum	12
Order of Business	13
Ordinance Reading and Adoption.....	13
Parliamentary Procedure	14
Planning Commission Member Testimony	14
Presiding Officer.....	14
Public Comment.....	14
Public Records.....	15
Questioning of Staff by Council Members	15
Quorum.....	15
Reconsideration of Actions Taken	15
Representing the City.....	15
Speaking by Council Members.....	16
Special Meetings	16
Testimony Forms.....	16
Voting.....	16
Workshops	16

Agenda. The City Manager will coordinate with the Mayor (or presiding officer) on the preparation of an agenda of the business to be presented at a regular Council meeting. No items will be added to or removed from the agenda after the agenda packet is published without the approval of the City Council, which shall vote to approve, including any modifications, the agenda at the beginning of each Council meeting.

- A. A Council member may place or remove an item on a Council agenda by motion at the beginning of each Council meeting, additions and deletions to the agenda must be approved by a majority of the Council. No action shall be taken on items that are not on the agenda without first modifying the agenda by motion. Council members will endeavor to have subjects they wish considered submitted in time to be placed on the agenda, and shall attempt to notify the City Manager in advance of proposing changes to the agenda.
- B. A Councilor who desires major policy or ordinance research should first raise the issue at a meeting under Council Business. The Council should consider items in light of City priorities and workload and agree to proceed with an issue or ordinance before staff time is spent preparing a report. The Councilor may present information or a position paper or ask for a department report or committee recommendation. Councilors who agree that staff time can be spent on a particular item are not bound to support the issue when it comes before the Council for a vote.

Agenda Bill. Each item of Council business requiring Council action shall be accompanied by an Agenda Bill in a format approved by the Council. In general, the contents of an Agenda Bill include, but are not limited to: Agenda Bill Summary Sheet, Attachments (contracts, policies, etc.), and the corresponding Resolution(s) or Ordinance(s).

Agenda Packet. The Agenda Packet is the accumulation of all Agenda Bills, Manager's Reports, and any other presentation or informational item included for discussion or action by the Council. Council agendas and agenda packets will be published the Friday prior to the meeting. The agenda packet will be available for the City Council and public by 4:00 pm the Friday prior to any Council meeting.

Annual Report of Boards, Commissions, Committees, and Neighborhood Associations. Each board, commission and committee will annually report to the Council on its activities for the previous year, including their recommendations. The report will be prepared in a format prescribed by the Council.

Attendance. Councilors will inform the Mayor and the City Manager if they are unable to attend any meeting. Additionally, the Mayor will inform the Council President and the City Manager regarding any absence by the Mayor. The Mayor, without a majority vote of the Council, may excuse the attendance of a member of the Council at any meeting for illness, vacation or other reasonable cause. Only a majority of the Council shall determine an absence is unexcused. The absence of a member of the Council shall be recorded in the minutes as either excused or unexcused. Three unexcused absences may result in the dismissal of the council member or Mayor upon majority vote.

Bias and Disqualification. Prior to the commencement of a quasi-judicial hearing, each Councilor must disclose his or her previous pre-judgment, personal interest or participation in any manner or action on the matter to be heard and shall state whether he or she can participate in the hearing without bias or prejudice. Any quasi-judicial hearing that presents a fiduciary or financial conflict is cause for recusal of any council member or the Mayor. If the Councilor deems him or herself unable to hear the matter

impartially, the Councilor has a duty to step down from the hearing and participate as a citizen, if so desired.

- A. Any person may challenge the qualifications or impartiality of any Councilor about to participate in the discussion and decision. The challenger must state facts relied upon from which the party has concluded that the Councilor will not likely participate and/or make a decision in an impartial manner. Such challenges shall be made at the beginning of the public hearing. The Mayor shall then give the challenged member an opportunity to respond. Any such challenge to a Councilor shall require a vote of the Council to accept or deny the challenge. The Councilor being challenged shall not vote unless required by the law of necessity to do so. Such challenges shall be recorded into the record of the hearing. If the City Council majority determines that the member is biased, it may disqualify the member by majority vote from participating in a decision. In which case, the Councilor may participate in the proceedings as a private citizen if the Councilor is a party with standing.

City Communications. As a general policy, the City communication tools (including, but not limited to: newsletter, website, mailers, postcards, bulletin boards, email newsletters and videos) should be used solely for City government related content. Events not sponsored entirely or partially by the City should not be allowed space in City communications. Requests for placement of articles in City communications shall be approved by the City Manager or designee.

City Manager Evaluation. The evaluation of the City Manager will be performed under the terms of the Manager's contract.

Code of Conduct. Council members commit to conduct themselves in a manner where the dignity and rights of the individual are respected and honored. Harassment in any form will not be tolerated by and between members of City Council, the City Attorney, the Municipal Judge, city boards, commissions and task forces, and persons appointed to service without pay. As to forms of harassment and other inappropriate conduct, the Council shall consult the City's Personnel Policies for City employees for guidance.

Communication with Staff. Mayor and Councilors shall respect the separation between policy making and administration by:

- A. Supporting the Council-Manager form of government by adhering to the policy of noninterference in the administration of day-to-day City business, which is directed by the City Manager.
- B. Attempting to work together with the staff as a team in a spirit of mutual confidence and support.
- C. At all times respecting the administrative functions of the City Manager and various department heads, and refraining from actions that would undermine the administrative authority of the City Manager or department heads. In all events, the Council will abide by the City Charter and Municipal Code when dealing with the City Manager.
- D. Limiting all inquiries and requests for information from staff or department heads to those questions that may be answered readily or with only the most minimal of research. Questions

of a more complex nature shall be addressed to the City Manager or City Attorney. Such questions should, whenever possible, be put in writing. Questions requiring significant staff time or resources (one hour or more) shall require the approval of the City Manager. All pertinent information given by the City Manager or City Attorney to the Mayor or a Councilor shall be distributed to all the Councilors.

- E. Limiting individual contacts with City officers and employees so as not to influence staff decisions or recommendations, to interfere with their work performance, to undermine the authority of supervisors or to prevent the full Council from having benefit of any information received.
- F. Respecting roles and responsibilities of staff when and if expressing criticism in a public meeting or through public electronic mail messages.

Conferences and Seminars. Members of the Council are urged to educate themselves about local government. To that end, and as funding allows, Councilors are urged to attend the League of Oregon Cities functions. Requests to attend other government related conferences, training seminars and meetings will be presented to the City Manager for approval. Members of the Council who serve on committees or the boards of the League of Oregon Cities, the National League of Cities or other such government group will be reimbursed for reasonable expenses not covered by the respective body. Councilors shall report on information received from their trainings and attended conferences at the next available Council meeting upon return.

Confidentiality. Councilors will keep all written materials marked as confidential in complete confidence to ensure that the City's position is not compromised. No mention of the information read or heard should be made to anyone other than other Councilors, the City Manager or City Attorney.

- A. If the Council, in executive session, provides direction or consensus to staff on proposed terms and conditions for any type of negotiation whether it be related to property acquisition or disposal, pending or likely claim or litigation, or employee negotiations, all contact with other parties shall be made by designated staff or representatives handling the negotiations or litigation. A Councilor will not have any contact or discussion with any other party or its representative nor communicate any executive session discussion.
- B. All public statements, information, or press releases relating to a confidential matter will be handled by designated staff, the Mayor, or a designated Councilor.
- C. The Council, by resolution, may censure a member who discloses a confidential matter.

Conflict of Interest. Councilors shall adhere to State laws concerning conflicts of interest. Conflicts of interest arise in situations where a Councilor has an actual or potential financial interest in the matter before the Council. Under state law, an actual conflict of interest is defined as one that would be to the private financial benefit of the Councilor, a relative or a business with which the Councilor is associated. ORS 244.020. A Councilor must publicly announce potential and actual conflicts of interest, and, in the case of actual conflict of interest, must refrain from participating in debate on the issue or from voting on the issue unless allowed by state law. ORS 244.120.

Consent Agenda. In order to make more efficient use of meeting time, the City Manager shall place all items of a routine nature on which no debate is expected on a consent agenda. Any item placed on the consent agenda shall be disposed of by a single motion "to adopt the consent agenda" which shall not be debatable. With the approval of the Council, any Councilor or the Mayor can remove an item from the Consent Agenda. An item removed from the consent agenda shall not receive public testimony unless agreed to by a majority of the quorum. Any item removed from the Consent Agenda will be discussed and considered as the first business item of the meeting.

Council Rules. Pursuant to Chapter III, Section 10, of the Umatilla City Charter, the Council shall adopt Council Rules. The Council shall review its rules no later than March 31st of every odd numbered year. Amendments shall be adopted by a majority vote. The Council rules are not intended to replace or supersede any applicable federal or state laws or regulations, City ordinances or policies, or provisions of the City Charter. These rules may be suspended upon an affirmative vote of the Council.

Council Standing Committees. The principles of good Council procedure indicate the value of standing committees by the City Council and as such, the following standing committees will be appointed by the Mayor at the first regular Council meeting each calendar year:

- A. Finance
- B. Police
- C. Streets and Lights
- D. Public Works
- E. Community Development
- F. Personnel
- G. Policy

Each committee will consist of two Councilmembers, the Mayor or a designated third Councilmember from another committee when overlapping issues are discussed, with the City Manager and appropriate staff.

Special (temporary) committees may be created by the Council for special assignments. When so created, such committees shall be appointed by the Mayor and shall terminate upon completion of their assignment, or they may be terminated by a majority vote of the Council attending at any regularly scheduled meeting.

Emergency Meetings. In the case of an emergency, an emergency meeting may be called by consent of all available Councilors upon such notice as is appropriate to the circumstances. The minutes of the emergency meeting shall describe the emergency justifying less than 24 hours' notice. The City shall attempt to contact the media and other interested persons to inform them of the meeting. Councilors are responsible to inform staff of how they can be reached when out of town.

Ethics and Professional Conduct. All members of the City Council shall constantly strive to meet the highest ethical standards in their role of City Councilor. Councilors are encouraged to conduct themselves so as to bring credit upon the City as a whole, and to set an example of good ethical conduct for all citizens of the community. Councilors should constantly bear in mind these responsibilities to the entire electorate, and refrain from actions benefitting any individual or special interest group at the expense of the City as a whole. Councilors should likewise do everything in their power to insure

impartial application of the law to all citizens, and equal treatment of each citizen before the law, without regard to race, national origin, sex, age, social station, or economic position.

Among these standards are:

- I. Councilors shall review and observe the requirements of the State Ethics Law (ORS 244.010 to 244.390) dealing with use of public office for private financial gain.
 - A. Councilors shall give public notice of any conflict of interest or potential conflicts of interest and the notice will be reported in the meeting minutes. In addition to matters of financial interest, Councilors shall maintain the highest standards of ethical conduct and assure fair and equal treatment of all persons, claims, and transactions coming before the Council. This general obligation includes the duty to refrain from:
 1. Disclosing confidential information or making use of special knowledge or information before it is made available to the general public.
 2. Making decisions involving business associates, customers, clients, and competitors.
 3. Promoting relatives, clients or employees for boards and commissions.
 4. Requesting preferential treatment for themselves, relatives, associates, clients, coworkers or friends.
 5. Seeking employment of relatives with the City.
 6. Actions benefiting special interest groups at the expense of the City as whole.
- II. Adhere to these approved Council Rules.

Ethics or Professional Conduct Violations.

- A. The Council has the inherent right to make and enforce its own rules and to ensure compliance with those laws generally applicable to public bodies. The Council, acting as a whole, may reprimand or discipline to the extent provided by law, any member(s) of the council, or any member(s) of a board, commission or committee directly associated with the City Council.
- B. To exercise such right, the alleged offender(s) must first be notified of a finding that reasonable ground exists that a substantial violation has occurred prior to referral for investigation of the Council. Council may hold an executive session to consider the complaints or charges unless the person requests an open hearing according to ORS 192.660(2)(b) Discipline of Public officers and employees.
- C. The accused member(s) shall have the right to present a defense to the allegations, including the right to have legal representation at such meeting.
- D. Upon finding that a substantial violation has occurred, the Council may, upon unanimous vote of the balance not accused, proceed with censure or impose a proper sanction.

Executive Sessions. An executive session (meeting closed to the public) may be held in accordance with the appropriate statutory limits of ORS 192.660(2). All executive sessions shall be audio recorded as

provided for in ORS 192.650(2) unless the Council determines that written minutes should be taken. Material discussed during an Executive Session should not be disclosed, as provided in ORS 192.610 and 192.660. Executive session subjects are limited to: hiring the City Manager or City Attorney, dismissal or discipline, labor negotiations, real property transactions, exempt public records, trade negotiations, consultation with City Attorney on litigation or potential litigation, City Manager or City Attorney evaluations, public investments, and any other topic allowed by State statute.

Exhibits. Exhibits presented before the Council in connection with its deliberations on a legislative, quasi-judicial or other substantive matter shall be accepted by the Council and made part of the record. The exhibit shall be marked for identification and referenced in the minutes. The exhibit or a copy thereof shall be provided to the meeting recorder.

Ex Parte Communications. When Council receives any ex parte communication, Council should inform the citizen that the Council is interested in his or her perspective; however, because the Council is hearing the associated land use application, Council are advised to refrain from reading and responding to information outside of the public hearing process. Council should inform the citizen that the information received is being forwarded to staff for inclusion in the public record. Council shall then forward all ex parte correspondence received to staff as soon as possible for inclusion in the land use file, and if possible, the record.

Ex-Parte Contacts and Disqualifications. In the case of quasi-judicial decisions, Ex-parte contacts consist of being party to any written or verbal communication by a party about a fact that relates to any issue of the hearing that occurs when other interested parties are not present or able to receive the information.

Councilors are advised to refrain from engaging in discussions about a pending quasi-judicial decision outside of the public hearing. However, if a Councilor partakes in or receives written or oral ex-parte contact prior to any such hearing, the Councilor shall disclose the communication for the record and/or reveal the contact and substance of the contact prior to the commencement of the hearing. The Councilor will state whether such contact affects his/her ability to vote on the matter in an impartial manner and whether he/she will participate or abstain. The presiding officer shall then announce the right of interested parties to rebut the substance of the communication. If the Council determines that the Councilor should step down for the hearing by a majority vote, the Councilor would then be allowed to participate in the proceedings as a private citizen.

Expenses and Reimbursement. Councilors will follow the same rules and procedures for reimbursement as those which apply to City employees, set forth in the policy manual. Councilor expenditures for other than routine reimbursable expenses (e.g. conference registration, travel, etc.) will require advance City Manager approval.

Filling a Vacancy of the Mayor or Council. A mayor or councilor vacancy will be filled by appointment by a majority of the remaining council members. The vacancy will be advertised and applications will be accepted. After the filing deadline has passed, the Council may conduct public interviews of applicants. The Council will make a decision to fill the vacancy in a public meeting. The appointee's term of office runs from appointment until the next general election when the appointee must run for office to fill the remaining term of office, if any, of that appointee's position. If a disability prevents a council member from attending council meetings or a member is absent from the city, a majority of the council may appoint a councilor pro tem.

Filling Vacancies on Boards, Commissions and Committees. When a vacancy occurs on any standing commission, board or committee, a public announcement of the vacancy will be made with sufficient time and information provided regarding the duties of the positions and the process of filing an application. The Council may interview applicants for all Boards and Committees. The Mayor, with the approval of the Council, shall fill all vacancies of City committees, boards and commissions.

With the consent of the Council, the Mayor may remove a citizen from a City committee or commission prior to the expiration of the term of office. Reasons for removal may include, but are not limited to: missing three consecutive regular meetings of the committee or commission, disruptive or inappropriate behavior prior to, during, or after committee or commission meetings which prohibit the advisory body from completing its business in a timely manner, or not acting in the best interest of the citizens or City. This includes preventing a committee or commission from carrying out its goals and objectives.

When the Mayor is satisfied that it would be in the best interest of the City and the committee or commission, a citizen may be removed from an advisory position by the following process:

- A. The Mayor will initiate the process by reporting his or her concerns to the City Manager in writing.
- B. Upon review by the City Manager, the Mayor will request the citizen to submit a letter of resignation within 10 days from the Mayor's notification to committee or commission member. The Mayor's letter will contain the reasons for requesting the resignation. The citizen may submit a letter of response as to why he or she should remain on the committee or commission. This letter will be reviewed by the Council prior to action on the removal request from the Mayor.
- C. The Mayor will request the item be placed on a regular Council meeting agenda for consideration for removal of the citizen from the committee or commission. The citizen will be notified of the Council meeting date when this issue will be discussed.
- D. If the Council approves the Mayor's request for removal, the Mayor will send a letter to the citizen informing him or her that he or she has been removed from the committee or commission.

Flags, Signs and Posters. No flags, posters, placards or signs may be carried or placed within the Council chambers in which the Council is officially meeting. This restriction shall not apply to arm bands, emblems, badges or other articles worn on personal clothing or individuals, provided that such devices do not interfere with the vision or hearing of other persons at the meeting or pose a safety hazard.

Gifts and Recognition. On occasion, and within the approved budget, the Council may wish to purchase a gift or memento for someone with City funds. Service awards or recognition certificates shall be prepared and presented, after service is completed, to all volunteers who served on the Council Standing Committees. More ornate plaques or similar service recognition awards shall be prepared and presented for all volunteers who have served for nine years or more. All other gifts or recognition awards shall receive prior approval from the Mayor or a consensus of the Council.

Legal Advice. Requests to the City Attorney for advice requiring more than fifteen minutes of legal research shall not be made by a Councilor or the Mayor except with the concurrence of the majority of the Council. Before requesting research or other action by the City Attorney, the Council is encouraged to consider consulting with the City Manager to ascertain whether the request or action can be accomplished more cost-effectively by alternate means. Outside a Council meeting, a Councilor should make requests of the City Attorney through the City Manager. Exceptions to this are issues related to the performance of the City Manager and unique and sensitive personal, yet City business-related requests. The City Attorney shall in either case provide any written response to the full Council and City Manager, except as noted above.

Litigation. The Council will meet in Executive Session with the City Manager and City Attorney within 30 days of the City's receipt of:

- A. A statutory notice of claim, or
- B. A judicial or administrative filing which initiates action against the City.

Mayor and City Council Reports. The Mayor and Councilors will report on the regional meetings they attend on behalf of the city.

Meeting Staffing. The City Manager shall attend all Council meetings unless excused. The City Manager may make recommendations to the Council and shall have the right to take part in all Council discussions but shall have no vote. The City Attorney shall attend Council meetings upon the request of the City Manager unless excused, and will, upon request, give an opinion, either written or oral, on legal questions. The City Attorney, if requested, shall act as the Council's parliamentarian. The City Recorder shall attend all Council meetings, unless excused, and shall keep the official journal (minutes) and perform such other duties as may be needed for the orderly conduct of meetings. Department directors or other staff will attend Council meetings upon request of the City Manager.

Meeting Times. In accordance with the Chapter III, Section 11 of the Umatilla City Charter, the City Council shall hold a regular meeting at least once each month. It is anticipated that this meeting will take place on the first Tuesday of each month beginning at 7:00 p.m. All other Council meetings will be either Work Shops or Special Meetings and typically scheduled on the third Tuesday of each month beginning at 6:00 p.m. Council meetings which exceed three hours in length shall be continued to the following evening or the following Council meeting unless extended by majority vote of the Council. Should the need arise; any member of the Council may request a short break.

Minutes. Minutes will be taken in accordance with ORS 192.650 (1) which states that meetings of the Council shall provide for the sound, video or digital recording or the taking of written minutes of all its meetings. Neither a full transcript nor a full recording of the meeting is required, except as otherwise provided by law, but the written minutes or recording must give a true reflection of the matters discussed at the meeting and the views of the participants. Minutes shall include the following information: (1) Members present; (2) Motions, proposals, resolutions, orders, ordinances and measures proposed and their disposition; (3) Results of all votes and the vote of each member by name; (4) The substance of any discussion on any matter; and (5) A reference to any document discussed at the meeting. All City Council meetings shall be either audio or audio and video recorded unless the Council determines that written minutes are sufficient for a specific meeting. Staff will post Draft Minutes

online within two weeks of the meeting. Minutes will remain draft until approved. Minutes will be posted on the agenda for approval at the next regular business meeting.

Motions. When a motion is made, it shall be clearly and concisely stated by its maker. Councilors are encouraged to exercise their ability to make motions and to do so prior to debate in order to focus discussion on an issue and speed the Council's proceedings. The Presiding Officer will state the name of the Councilor who made the motion and the name of the Councilor who made the second. When the Council concurs or agrees to an item that does not require a formal motion, the Presiding Officer will summarize the agreement at the conclusion of discussion. The following rules shall apply to motions during proceedings of the Council:

- A. A motion may be withdrawn by the maker at any time without the consent of the Council.
- B. If a motion does not receive a second, it dies. All motions that must receive a second, must do so within three minutes or the motion is considered to have not received a second. Certain motions can proceed without a second, including nominations, withdrawal of motion and agenda order.
- C. When a motion is made, the mayor shall not vote except in case of a tie vote of the members of the council present at a meeting.
- D. A motion to table is not debatable unless made during a land-use hearing and precludes all amendments or debate of the issue under consideration. If the motion prevails, the matter may be taken from the table only by adding it to the agenda of a regular Council meeting scheduled within the next ninety days at which time discussion will continue. If an item is tabled, it cannot be reconsidered at the same meeting.
- E. A motion to postpone to a certain time is debatable and amendable, and may be reconsidered at the same meeting. The question being postponed shall be considered at a later time, at the same meeting, or at a specified time in the future. A motion to postpone indefinitely is debatable and is not amendable and may be reconsidered at the same meeting only if it received an affirmative vote. The object of this motion is not to postpone, but to reject the question without risking a direct vote when the maker of this motion is in doubt as to the outcome of the question.
- F. A motion to call for the question shall close the debate on the main motion and is not debatable. This motion must receive a second and fails without a majority vote. Debate is reopened if the motion fails.
- G. A motion to amend can be made to a motion that is on the floor and has been seconded. An amendment is made by inserting or adding, striking out, striking out and inserting, or substituting.
- H. Motions that cannot be amended include motion to adjourn, agenda order, lay on the table, reconsideration, and take from the table.
- I. A motion to amend an amendment is in order.
- J. Amendments are voted on first, then the main motion as amended.

- K. Council will discuss a motion only after the motion has been moved and seconded.
- L. The motion maker, Presiding Officer, or meeting recorder should repeat the motion prior to voting.
- M. A motion to continue or close a public hearing is debatable.
- N. A point of order, after being addressed by the Presiding Officer, may be appealed to the body.

News Media. The Council recognizes the important role of the news media in informing the public about the decisions, activities and priorities of government. Workspace may be provided for members of the press at Council meetings upon request so that they may observe and hear proceedings clearly. See also Executive Sessions. The terms “news media” “press” and “representative of the press” for the purpose of these rules are interchangeable and mean someone who:

- A. Represents an established channel of communication, such as a newspaper or magazine, radio or television station; and either
- B. Regularly reports on the activities of government or the governing body; or
- C. Regularly reports on the particular topic to be discussed by the governing body in executive session.

Order and Decorum. A law enforcement officer of the City may be Sergeant-at-Arms of the Council meetings. The Sergeant-at-Arms shall carry out all orders and instructions given by the Mayor for the purposes of maintaining order and decorum at the Council meeting.

- A. Any of the following shall be sufficient cause for the Sergeant-at-Arms to, at the direction of the Mayor, or by a majority of the Council present, remove any person from the Council chamber for the duration of the meeting:
 - 1. Use of unreasonably loud or disruptive language, including personal, offensive or slanderous remarks, or actions that are boisterous, threatening or personally abusive.
 - 2. Making of loud or disruptive noise, including applause.
 - 3. Engaging in violent or distracting action.
 - 4. Willful injury of furnishings or of the interior of the Council chambers.
 - 5. Refusal to obey the rules of conduct provided herein, including the limitations on occupancy and seating capacity.
 - 6. Refusal to obey an order of the Mayor or an order issued by a Councilor which has been approved by a majority of the Council present.
- B. Before the Sergeant-at-Arms is directed to remove any person from a Council meeting for conduct described in this section, that person shall be given a warning by the Mayor to cease his or her conduct. If a meeting is disrupted by members of the audience, the Mayor or a majority of the Council present may declare a recess and/or order that the Council chamber be cleared.

Order of Business. The City Manager shall have the authority to arrange the order of business as is deemed necessary to achieve an orderly and efficient meeting with final approval of the Mayor. In general, the order of business will be as follows:

- A. Call to Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Approval of Agenda
- E. Mayor and Committee Reports
- F. City Manager's Report
- G. Public Comment
- H. Consent Agenda
- I. New Business
 - a. Items Removed from the Consent Agenda
 - b. Public Hearings
 - c. Ordinances and Resolutions
 - d. Other Business
- J. Public Comment
- K. Discussion Items
- L. Mayor's Message
- M. Council Information and Discussion
- N. Adjourn

The Mayor may use the gavel to commence the meeting, after each vote and to close the meeting.

Ordinance Reading and Adoption. All ordinances and resolutions shall be prepared under the supervision of the City Manager and reviewed and approved as to form by the City Attorney. Ordinances and resolutions may be introduced by a member of the Council, the City Manager, the City Attorney or any department head.

- A. Unless the motion for adoption provides otherwise, resolutions shall be adopted by reference to the title only and effective upon adoption.
- B. The Council may adopt an ordinance in any of the following circumstances:
 - 1. Before being considered for adoption, the ordinance has been read in full at two separate Council meetings.
 - 2. At a single meeting by unanimous vote of the whole Council, after being read twice by title only.

3. Any of the readings may be by title only if no Council member requests to have the ordinance read in full or if a copy of the ordinance is provided for each Council member and three copies are provided for public inspection at the City offices not later than one week before the first reading of the ordinance, and if notice of their availability is given forthwith upon the filing, by written notice posted at City Hall and two other public places in the City or by advertisement in a newspaper of general circulation in the City. An ordinance enacted after first being read by title alone may have no legal effect if it differs substantially from its terms as it was thus filed prior to such reading unless each section incorporating such a difference is read fully and distinctly in open Council meeting as finally amended prior to being approved by the Council.
 4. Upon the enactment of an ordinance the custodian of records shall sign it with the date of its passage and the endorser's name and title of office and thereafter the Mayor, or President of the Council acting pursuant to Chapter III, Section 9 of the Umatilla City Charter, shall sign it with the date of its passage and the endorser's name and title of office. Failure of the Mayor or the President of the Council to sign it shall not invalidate it.
- C. Ordinances shall be effective on the thirtieth (30th) day following the date of adoption, unless the ordinance provides that it will become effective at a later time. An emergency ordinance which includes a provision that the ordinance is necessary for immediate preservation of the public peace, property, health, safety or morals may provide that it will become effective upon adoption.
- D. Ordinances shall be adopted by roll-call vote.

Parliamentary Procedure. The Council will follow parliamentary procedure such as Robert's Rules or their own customized procedures or as directed by the Mayor.

Planning Commission Member Testimony. In an effort to maintain the impartiality of the Planning Commission, especially in cases where issues can be remanded by the City Council back to the Planning Commission for review, the following rules are established. For legislative land use matters before the Council, Commissioners may testify as a Commissioner, as a Commission Representative if so designated by the Commission, or as a citizen. For quasi-judicial hearings or petitions for review before the Council, Commission members, who have participated in the preceding Commission decision, may not testify before the Council on the respective matter.

Presiding Officer. The Mayor shall be the Presiding Officer and conduct all meetings, preserve order, enforce the rules of the Council and determine the order and length of discussion on any matter before the Council, subject to these rules. The Council President shall preside in the absence of the Mayor. The Presiding Officer shall not be deprived of any of the rights and privileges of a Councilor. In case of the absence of the Mayor and the Council President, the City Manager shall call the meeting to order and the Council shall elect a chairperson for the meeting by majority vote.

Public Comment. General public comment is established to allow members of the public to speak for five minutes during two designated sections of each Council meeting on any community matter other than specific agenda items. The Mayor may adjust comment time according to the length of the agenda

or the number of requested speakers. Mayor may also, at his/her discretion, allow for an individual/organization to provide their comments during a specific item (such as providing that specific agenda items may begin by providing public comment to a specific agenda item.). Verbally abusive or slanderous comments are not allowed.

Councilors are not expected to engage in discussions while receiving comments; however, they may ask clarifying questions with the Presiding Officer's permission. Later, during the business portion of the meeting, Councilors may discuss concerns and direct questions to the City Manager with the understanding that answers from staff may not be immediately available.

Persons requesting to speak must first enter the requested information on the Sign-Up Sheet. A neighborhood representative may speak as an individual as well as the neighborhood representative when presenting items voted upon by the neighborhood association. When presenting items on behalf of the neighborhood association, the designated representative will be allowed up to 10 minutes for this testimony. When called upon, speakers shall first state their name and address for the record. Copies of written comments and materials are to be handed to the City Recorder to deliver to the Council and submit to the record. If a speaker wishes to show a presentation, the presentation must be delivered to City staff 48-hours prior to the meeting.

Public Records. The disposition of public records created or received by Councilors shall be in accordance with Oregon Public Records Law. Written information incidental to the official duties of a member of the City Council, including electronic mail messages, notes, memos and calendars (e.g., Outlook calendars and "Day timers") are public records and are subject to disclosure under the Public Records Law.

Questioning of Staff by Council Members. Every Council member desiring to question the staff during a Council meeting shall address the questions to the City Manager, who shall be entitled to either answer the inquiry or designate a staff member to do so.

Quorum. The quorum requirement for the conduct of Council business is three Council members.

Reconsideration of Actions Taken. A member who voted with the majority may move for a reconsideration of an action at the same or the next regular meeting. The second of a motion may be a member of the minority. Once a matter has been reconsidered, no motion for further reconsideration shall be made without unanimous consent of the Council.

Representing the City. When any member of the City Council represents the City before another governmental agency, before a community organization or media, the official should first indicate the majority position of the Council. Upon returning, a reasonable effort should be made by the Council to communicate any information or questions pertinent to City business to the full Council within a reasonable timeframe.

- A. The effectiveness of City lobbying in Salem or in Washington, D.C. depends on the clarity of the City's voice. When Councilors represent the City in a "lobbying" situation, it is appropriate that the Councilors avoid expressions of personal dissent from an adopted Council policy.
- B. When Councilors attend meetings of organizations such as the League of Oregon Cities or the National League of Cities and their boards and committees, they do so as individual elected

officials and are free to express their individual views. If the City Council has an adopted policy relating to an issue under discussion, the Councilor is expected to report that fact.

- C. By resolution, the Council may appoint one or two of its members to act as negotiators with groups, individuals, or other governmental entities. Any agreements made by such negotiators shall require approval of the Council as a whole to take effect.

Speaking by Council Members. Any Councilor desiring to be heard shall be recognized by the Mayor, but shall confine his or her remarks to the subject under consideration or to be considered. Councilors will be direct and candid. Councilors will speak one at a time, allowing one another to finish.

Special Meetings. The Mayor, or in the Mayor's absence the President of the Council, may, or at the request of two or more members of the Council, call a special meeting for the Council in accordance with state law. Special meetings are to be utilized only when absolutely necessary, and public comment shall be taken at all special meetings.

- A. Written notice of a special meeting shall be given to the Council, media and public, with as much advance (up to 10 days) notice as possible, and no less than 24 hours in advance of the meeting. The notice shall be served on each member personally or electronically, or if the Councilor is not found, left at his or her place of residence. All notice requirements of ORS 192.640 shall be satisfied before any special meeting can be conducted.
- B. Special meetings of the Council may also be held at any time by common consent of all members of the Council subject to notice requirements being met. Councilors shall keep the City Manager informed of their current telephone numbers.

Testimony Forms. The testimony forms for land use hearings will have a place for citizens to mark if they are for, against, or neutral on the topic.

Voting. Every Councilor, when a question is taken, shall vote. If a Councilor is planning to abstain, the Councilor must declare the intent to abstain prior to the vote.

- A. No Councilor shall be permitted to vote on any subject in which he or she has a conflict of interest.
- B. The concurrence of a majority of the Council members present at a Council meeting shall be necessary to decide any question before the Council. The meeting recorder shall call the roll, and the order of voting shall be rotated on each question such that each Councilor, excluding the Mayor, has an equal opportunity to vote first and second to last. Since the Mayor acts as chair, the Mayor in all instances shall vote last.

Workshops. Workshops of the City Council shall be held in accordance with the Oregon Public Meetings Law. ORS 192.630. Whenever circumstances require such a session, it shall be called by the Mayor, City Manager, or two or more Councilors. These workshops may be held for Council goal setting, new Councilor training, or longer workshops for planning programs or projects. Goal setting retreats may be held out of town so long as no decision-making or discussion toward decisions occurs. Any goals arrived at by any process should be confirmed in public at a regular Council meeting. The Council may decide if

the public is welcome at any of these meetings and they may be held without the opportunity for public input or comment.

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: Review & Discussion of Council Goals	Meeting Date: 2023-02-07
--	------------------------------------

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: 1/28/23 & 1/17/23
--	---

Attachments to Agenda Packet Item:

[Council Goals Item Count.xlsx](#)

[July_2021_through_June_2023_City_Council_Goals_FINAL.docx](#)

<u>Summary Statement:</u> Council has been reviewing the existing adopted Council Goals since the beginning of the year and participated in a city-wide tour on January 28, 2023. This item is to continue that discussion further in effort to adopt new goals for the next two years.

<u>Consistent with Council Goals:</u> Goal 4: Increase Public Involvement, Create a Culture of Transparency with the Public, and Enhance Cultural Diversity.
--

City Council Goal	*Total as Primary		Total as Secondary		Total:
	FY23	FY22	FY23	FY22	
Goal 1: Promote a Vibrant and Growing Community by Investing in and Support of Quality of Life Improvements.	92	80	63	34	269
Goal 2: Promote Economic Development and Job Growth.	119	64	54	42	279
Goal 3: Enhance and Cultivate Relationships and Partnerships.	53	51	87	59	250
Goal 4: Increase Public Involvement, Create a Culture of Transparency with the Public, and Enhance Cultural Diversity.	138	93	57	60	348
Goal 5 : Perform at the Highest Levels of Operational Excellence	84	41	125	88	338
Total:	486	329	386	283	

*Numbers represent July through January of each year

General Analysis:

FY23 had an increase of 48% of total items brought to City Council than the previous year during the same time period

Percentage of Total - Goal 1: FY23 = 18.9% / FY22 = 24.3%

Percentage of Total - Goal 2: FY23 = 24.5% / FY22 = 14.0%

Percentage of Total - Goal 3: FY23 = 10.9% / FY22 = 21.8%

Percentage of Total - Goal 4: FY23 = 28.4% / FY22 = 14.8%

Percentage of Total - Goal 5: FY23 = 17.2% / FY22 = 32.4%



City of Umatilla City Council Goals

July 1, 2021 – June 30, 2023

Approved by Motion during Council Meeting 2/2/21

Purpose: To sufficiently and appropriately manage and meet the community's expectations for high quality services, provide a general vision to manage growth and improvements, and to strengthen and diversify Umatilla's economic vitality and increase quality of life to our residents and visitors.

Guiding Principles: The City Council sets policy direction to guide staff implementation of these goals. The 2021 – 2023 City Council Goals are to serve as a vision for the City during this set duration and is not intended to be an exhaustive list of goals. This list of goals is representative in nature and without a hierarchy of priorities. Councilmembers will be a positive and resourceful representative for Umatilla and communicate well with residents, businesses, and our partners. City Council will support the City Manager to implement the operational aspects of these adopted goals.

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

Desired Outcome: To sustain, grow, and enhance the City's Livability and Quality of Life by supporting and increasing public safety; encouraging increases in public health initiatives like community and private investments in medical facilities, wellness programs, and recreational activities; and emboldening a local culture that supports, encourages, promotes, and solicits events, festivals, and public gathering opportunities.

Objective 1.1: Support proactive and alternative community policing efforts that promote prevention, rehabilitation, and substance abuse circumvention. When possible, invest in early prevention services and programs.

Objective 1.2: At a minimum, maintain the FY20/21 Police Department staffing levels and funding and support a department with a high emphasis on officer training and purchasing of state-of-the-art police technologies and equipment.

Objective 1.3: Coordinate all major community events with the Police Department to help ensure public safety. Whenever possible, encourage officer presence at all major events as appropriate and as resources allow.

Objective 1.4: Financially and otherwise support the creation of new city-sponsored recreation programs for people of all ages. Increase and expand partnerships with other public facilities, like the Umatilla School District and others, for public use to support such programs.

Objective 1.5: Partner with other jurisdictional public health programs and private health providers in efforts to reduce tobacco use, marijuana use, substance abuse, reduce alcoholism, and reduce obesity. Seek grant opportunities to do so and give priority use of city-owned facilities to organizations that support these efforts.

Objective 1.6: Recognize the high benefit and resolve that one of the highest priorities to our community is to provide a city-wide trail and pathway system that encourages walking, jogging, biking, and mobile leisure as well as enhances public safety by reducing the risk of pedestrian/vehicle accidents.

Objective 1.6.1: While ensuring to be good stewards of the public's lands, every effort should be made to maximize river front trails and public access to our rivers and beautiful natural landscapes and views that includes our rivers, mountains, hills, wetlands, and desert features.

Objective 1.7: Continue to research the acquisition and eventual development of an all-new Outdoor Community Festival and events

facility with the capacity to host large events of at least 7,500 people. If possible, attempt to procure property with river front features.

Objective 1.7.1: Until an Outdoor Community Festival Facility is developed or determined to be nonviable, use of Big River Golf course to host large events, especially during shoulder seasons (March/April or October/November), should be strongly considered.

Objective 1.8: Continue to cultivate professional relationships and partner with the Umatilla Chamber of Commerce. Work collaboratively to promote events, work to increase businesses, and encourage community memberships and participation. Determine the best use of city facilities that both supports the partnership and supports the community overall.

Objective 1.9: Invest in, support, and encourage commercial revitalization, with emphasis in the downtown.

Objective 1.9.1: Increase City program funding to financially support and encourage facade improvements. If possible, work to increase the total amount available and the amount available for each applicant project.

Objective 1.9.2: If resources allow, create an all-new City grant program to assist businesses with costs associated with locating their business into Umatilla commercial buildings throughout the City (does not include home-based businesses). Additional incentives should be made available to those businesses looking to locate in any downtown building that has been vacant for at least two years or any other commercial building that has been vacant for at least three years.

Objective 1.9.3: Procure, through purchase and/or condemnation, unsafe, chronically vacant, or run-down buildings. Rehabilitate and/or refurbish such newly acquired buildings or work closely with developers and investors to do so. When appropriate, keep as publicly owned buildings;

otherwise, make every effort to get the newly refurbished buildings back into private ownership to encourage business and economic growth.

Objective 1.9.4: Follow best practices and principles for downtown urban beautification; at a minimum, encourage tree plantings, flowers, ornamental lighting and fixtures, natural and manicured landscapes, and the like. If necessary, do so through code revisions.

Objective 1.10: Invest in at least one all-new large (more than 3,000 people per day) multi-day city-sponsored event/festival that will occur annually.

Objective 1.11: Construct the Umatilla Business Center: rehabilitation of the old post office and all-new construction, Village Square Park improvements, alley improvements, parking lot, I Street improvements, and 7th St. improvements. Make every effort to achieve a “Festival Street” concept. Continue to explore the possible procurement of the Umatilla School District’s maintenance building to eventually be converted into a Community Recreation Center or other City facility

Objective 1.12: Make efforts to establish work place safety. Work to establish Umatilla as a community that emphasizes emergency preparedness. Make any effort possible to ensure that all City functions can operate during times of crisis or if power or other core utilities were to temporarily be unavailable. At least once during 2021-2023, coordinate and carryout a “table-top” exercise with all other emergency service organizations in the area and work to remedy any gaps that may have been identified from this exercise.

Goal 2: Promote Economic Development and Job Growth

Desired Outcome: Achieve economic stability and sustained job growth, build a highly skilled and flexible local workforce, concentrate on retaining and expanding existing local businesses, recruit new businesses that are well-

suited for success in our region, encourage education, strengthen tourism, promote and encourage the preservation of our historic assets and history, support residential and commercial developers, invest in infrastructure and technology, ensure adequate supply of development-ready lands for commercial/residential/industrial use, and encourage development that is environmentally sensitive.

Objective 2.1: Continue to strongly support and encourage the development of data centers.

Objective 2.2: Promote diversification of the commercial/industrial base.

Objective 2.3: Reduce barriers to economic growth. Listen to commercial and industrial developers, partners, staff, and the public to reduce such barriers.

Objective 2.4: Cooperate with local educational institutions to coordinate training/skill requirements to meet the needs of local employers. Reduce barriers to obtaining necessary or upgraded job skills.

Objective 2.5: Cooperate with business, educational institutions, community organizations, and government to provide information to local businesses.

Objective 2.6: Assist local and non-local firms in finding appropriate development sites for expansion and encourage local employers to grow in-place.

Objective 2.7: Cooperate with other agencies and institutions to identify programs and services to assist in the creation of new small businesses.

Objective 2.8: Promote start-up businesses with both financial and technical assistance. Create a city-run business incubator program

that helps new businesses off-set some of the risks of starting a new business.

Objective 2.9: Partner with the Chamber of Commerce and other organizations to create local programs which provide business development, information, and technical assistance.

Objective 2.10: Partner with other jurisdictions and/or private organizations whenever possible to pool resources and leverage funds.

Objective 2.11: Improve in the city's economic vitality and competitiveness by investing in our utility infrastructure, transportation systems, and recreational opportunities.

Objective 2.12: Adopt updated Commercial Design Standards no later than August 31, 2021.

Goal 3: Enhance and Cultivate Relationships, Partnerships, and Community Perceptions

Desired Outcome: To enhance already positive local, regional, and state-wide relationships and to strengthen or improve poor relationships. To cultivate current partnerships and to expand partnerships that will help achieve Goals 1 and 2.

Objective 3.1: Strengthen community relations and improve public perception through proactive community engagement.

Objective 3.1.1: Create opportunities for residents to build relationships within their neighborhoods to foster social cohesion, sense of community, and broaden understanding.

Objective 3.2: Actively promote positive actions the City is providing in our community. Promotions may include, but are not limited to: events, parks programs, festivals, city services provided, City staff

achievements, elected officials' achievements, completed projects, partnership achievements, etc.

Objective 3.3: Continue to build upon positive Police Community Engagement activities, especially in socio-economically challenged areas to create meaningful engagement opportunities.

Objective 3.4: Expand public involvement opportunities. Make every effort possible to ensure to provide the the public the ability to participate in-person or remotely through utilization of technology. Whenever possible, use live-streaming services of Council or Committee meetings. Post recordings to the City's website to be viewed on-demand.

Objective 3.4.1: Actively solicit and encourage the community to become committee members, task force members, and to join advisory committees. Each position should be advertised prior to any appointment or re-appointment.

Objective 3.4.2: Whenever possible, provide opportunities for the public to provide feedback on strategic plans, master plans, improvements plans, etc. Participation should be made as accessible as possible and should utilize traditional methods such as town halls or in-person comment opportunities; and should utilize technology whenever possible.

Objective 3.4.3: Encourage city-wide "Community Honor" activities such as Community Clean Up Days, Community Day of Service, Community Historical Celebrations, and similar.

Objective 3.4.4: Create a Mayor's Choice: Citizen of the Year Award to be presented at either a major Community appreciation event or during a City Council meeting. The recipient of this award will have a day declared in their honor via Mayoral Proclamation.

Objective 3.4.5: Create programs in partnership with the School District and/or other education organizations to have students Pre-K through high school to come and lead City Council in the Pledge of Allegiance at each Regular Council Meeting.

Goal 4: Increase Public Involvement, Increase Transparency, and Enhance Cultural Diversity

Desired Outcome: To develop and implement highly efficient and transparent communication methods with the public, encourage public participation through each of our processes, and welcome and engage all members of our community by eliminating barriers of participation. Promote a higher sense of community spirit and inclusiveness through celebrating culture, tradition, history, holidays, and community achievements.

Objective 4.1: Invest in and utilize videoconferencing or webinar technology that will allow the public to interact with City Council or their appointed commissions/committees from anywhere with connection to the internet.

Objective 4.2: Create and continue to increase on-demand city information and data available to the public on the City's website.

Objective 4.3: At least quarterly, publish a City newsletter to be circulated in print and online.

Objective 4.4: At least once a year, host "town hall" or informational sessions for the public to come interactively discuss topics that are important to them.

Objective 4.5: Expand outreach to and engagement with residents who have limited English proficiency by developing and executing strategies specifically designed to build relationships and encourage participation with this citizen group.

Objective 4.6: Seek opportunities to partner with organizations that celebrate or teach about our diverse heritage. These may include education seminars, dances, festivals, trainings, or similar. Whenever possible, provide venue space to host such activities.

Objective 4.7: Whenever possible, Council members or city officials should accept invitations or seek opportunities to speak/present in neighborhood groups, businesses, or other local boards or outside organizations to share information about City affairs and share these goals.

Goal 5: Perform at the Highest Levels of Operational Excellence

Desired Outcome: Provide exceptional customer service that exceeds the public's expectations, invest in staff and elected official development, and sustain and improve the City's financial positions.

Objective 5.1: Continue to invest in staff's professional development.

Objective 5.2: At least twice a year, offer training to elected officials. Topics may include at least the following: use of City technology, public official ethics, public meetings, public records, roles and responsibilities, basic budgeting, media relations, or use of social media.

Objective 5.2.1: Each year, in April and October, have City staff provide a City Tour to elected officials.

Objective 5.3: Integrate a Customer Service element to annual employee performance evaluations.

Objective 5.4: At least annually, poll the community regarding their level of satisfaction with any recent service they have received from the City.

Objective 5.5: Increase the number of customer self-service options for those who wish to limit their direct interaction with staff or elected officials.

Objective 5.6: Focus efforts on retention of employees. Ensure that wages and benefits are competitive, frequency of trainings are appropriate, and employee recognition and morale is a priority.

Objective 5.7: Expand the City's social media presence being sure to utilize multiple platforms to engage with the community "where they are." Use social media as part of our overall communication efforts and to also create opportunities to bolster our sense of community, celebrate our history and diversity, and create excitement for the work we are doing and events we are sponsoring.

Objective 5.8: Receive the Government Finance Officers Association (GFOA) Distinguished Budget Award annually.

Objective 5.9: At a minimum, maintain a prudent operational reserve of at least 20% in each of the following funds: General Fund, Street Fund, Water Fund, and Sewer Fund. Whenever possible, all major capital purchases should be planned utilizing a multi-year savings approach.

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title:

Executive Session - ORS 192.660 (2)(e) authorizes the executive session to consider a real property transaction.

Meeting Date:

2023-02-07

Department:

City Administration

Director:

David Stockdale

Contact Person:

Brandon Seitz

Phone Number:

Cost of Proposal:

n/a

Amount Budgeted:

n/a

Fund(s) Name and Number(s):

N/A

Reviewed by Finance Department:

Yes

Previously Presented:

n/a

Attachments to Agenda Packet Item:

Summary Statement:

n/a

Consistent with Council Goals:

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