

**UMATILLA CITY COUNCIL MEETING**  
**AGENDA**  
**COUNCIL CHAMBERS 700 6TH STREET, UMATILLA, OR 97882**  
**JUNE 1, 2021**  
**7:00 PM**

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1. **MEETING CALLED TO ORDER**

2. **ROLL CALL**

3. **PLEDGE OF ALLEGIANCE**

4. **APPROVAL OF AGENDA**

5. **CITY MANAGER'S REPORT**

- 5.1 [Government Finance Officer's Association \(GFOA\) Distinguished Budget Presentation Award](#) *Suggested Action: GFOA has presented the Distinguished Budget Presentation Award to the City of Umatilla for its Annual Budget for the fiscal year beginning July 1, 2020. This award is the highest form of recognition in governmental budgeting. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the entity had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as a policy document, a financial plan, an operations guide and a communication device.*

*Click [HERE](#) for a video from Chris Morrill, GFOA Executive Director*

6. **PUBLIC COMMENT** Public Comment is an opportunity for citizens to express opinions, raise issues, and provide information to the City Council. Comments presented during this segment should be on city-related issues and not on items that are scheduled for a Public Hearing on the same evening's agenda. If you wish to speak, please provide the requested information on the Sign-Up Sheet, being sure to note the topic on which you will speak. When called to the podium, begin by stating your name and address. You will have five minutes to speak, unless otherwise instructed.

7. **CONSENT AGENDA**

- 7.1 Paid Invoices *Suggested Action: Motion to approve.*
- 7.2 [Resolution No. 61-2021. A Resolution authorizing the Mayor to sign a new Employment Agreement between the City of Umatilla and David Stockdale.](#) *Suggested Action: This proposal was reviewed by the Personnel Committee on April 14, 2021 with Unanimous Approval to bring it before City Council for consideration and directed by Council on 5/18/21 to bring this item forward on Consent.*

*Motion to Approve Resolution 61-2021.*

8. **PUBLIC HEARING**

- 8.1 Public Hearing on State Revenue Sharing *Suggested Action: The Budget Committee held a public hearing on the use of state shared revenues on April 20, 2021. This is the second mandatory public hearing required before the City can certify its' election to receive state shared revenue.*

9. **NEW BUSINESS**

- 9.1 [Resolution No. 54-2021 - A resolution adopting the 2021-2022 budget](#) *Suggested Action: Motion for approval of Resolution No. 54-2021.*

*This resolution approves the 2021-2022 budget total of \$55,544,110 as recommended by the Budget Committee.*

- 9.2 [Resolution No. 55-2021 - A resolution appropriating budget amounts for fiscal year 2021-2022](#) *Suggested Action: Motion to approve Resolution No. 55-2021.*

*This resolution appropriates the 2021-2022 budget of \$55,544,110 among the various funds as recommended by the Budget Committee.*

- 9.3 [Resolution No. 56-2021 - A resolution levying ad valorem taxes and categorizing taxes for the 2021-2022 fiscal year](#) *Suggested Action: Motion to approve Resolution No. 56-2021.*

*This resolution levies the City's permanent tax rate of \$2.9191 per \$1,000 of taxable value for the next fiscal year. There is no additional levy for debt service.*

- 9.4 [Resolution No. 57-2021 - A resolution declaring the City's election to receive state revenues](#) *Suggested Action: Motion for approval of Resolution No. 57-2021.*

*A public hearing to discuss the use of state revenue sharing was held before the Budget Committee on April 20, 2021 and before the City Council on June 1, 2021. This resolution confirms that the necessary public hearings were held and that the City wishes to receive state revenues.*

- 9.5 [Resolution No. 58-2021 - A Resolution Authorizing the City Manager to Sign a Memorandum of Understanding with the Umatilla School District to Implement a S.W.E.L.L. Cooperative](#) *Suggested Action: Motion to approve Resolution No. 58-2021*

*The Umatilla School District has implemented S.W.E.L.L. (Summer Work-based Experience Learning Lesson) Cooperative to provide opportunities for disabled students to gain work based learning experiences throughout the community. The City has partnered with this program in the past with great results and wishes to do so again this year. This resolution authorizes the City Manager to sign the attached Memorandum of Understanding with the Umatilla School District to implement a S.W.E.L.L. Cooperative.*

- 9.6 [Resolution No. 59-2021 - A resolution authorizing the City Manager to execute grant](#)

agreement documents with Business Oregon's Infrastructure Finance Authority for the Umatilla River Waterline Crossing Replacement Project *Suggested Action: Motion to approve Resolution No. 59-2021*

*The total Umatilla River Waterline Crossing Replacement Project cost is estimated at \$675,799. FEMA will reimburse seventy-five percent of the total project costs and Business Oregon's Infrastructure Finance Authority has awarded a grant for the remaining twenty-five percent, or \$168,949. This resolution authorizes City Manager Stockdale to execute the grant agreement and any subsequent amendments.*

- 9.7 [Resolution No. 60-2021 - A resolution of the City of Umatilla authorizing a grant and loan from the Special Public Works Fund \(SPWF\) by entering into a financing contract with the Oregon Infrastructure Finance Authority for the Umatilla River Pedestrian Bridge Replacement Project](#) *Suggested Action: Motion to approve Resolution No. 60-2021*

*The total Umatilla River Pedestrian Bridge Replacement Project cost is estimated at \$5,844,796. FEMA will reimburse seventy-five percent of the total project costs and Business Oregon's Infrastructure Finance Authority has awarded a grant in the amount of \$500,000 and a loan in the amount of \$937,555 for the remaining twenty-five percent. This resolution authorizes City Manager Stockdale to execute the grant agreement and any subsequent amendments.*

- 9.8 [Local Business Grant Application Review: Charlotte Baxter, has submitted a grant request from the Local Business Grant program for reimbursement of remodeling the building located at 610 6th Street aka Old Nicks Tavern. This application is for the 1st Quarter of the 21-22 FY. The scope of work includes ceiling repairs and flooring. The total project cost is \\$18,020.00. Keith Morgan, has submitted a grant request from the Local Business Grant program for reimbursement of improvements on his property located at 3793 Powerline Road, Powerline Storage, LLC. This application is for the 1st Quarter of the 21-22 FY. The scope of work includes; Drop powerline, pave, curb/sidewalk, lighting/landscaping and fencing. The total project cost is \\$70,000.00. Suggested Action: The Community Development Department has reviewed the applications and recommends the following;](#)

*Motion to award maximum grant in the amount of \$27,500 to Keith Morgan and deny Charlotte Baxter's grant application due to an incomplete application.*

- 9.9 [Downtown Revitalization Grant Application Review: Marla May, has submitted a grant request from the Downtown Revitalization Grant program for reimbursement of exterior improvements for the building located at 1508 6th Street, Umatilla Liquor Store. This application is for the 1st Round of FY22. The scope of work includes; signage, asphalt seal/stripe, concrete work, paint/rock veneer and front roof update. The total project cost is \\$43,198. Mitch McClannahan, has submitted a grant request from the Downtown Revitalization Grant program for reimbursement of exterior improvements for the building located at 500/528 6th Street. This application is for the 1st Round of FY22. The scope of work includes paint and rock veneer. The total project cost is \\$33,500. Martin Pitney, has submitted a grant request from the Downtown Revitalization Grant program for the reimbursement of site improvements to the property located at 220 6th Street, Photography Plus, Inc. This application is for the 1st Round of FY22. The scope of work includes landscaping, paving and striping the west side of the building. The total project cost is \\$26,930. Suggested Action: The Community Development Department has reviewed the](#)

*applications and recommends the following;*

*Motion to award a Downtown Revitalization Grant to:*

- 1. Marla May in the amount of \$26,500; and*
  - 2. Mitch McClannahan in the amount of \$25,125; and*
  - 3. Martin Pitney in the amount of \$20,197.50.*
- 9.10 [First Reading of Ordinance No. 845. An Ordinance amending Title 3, Chapter 5 of the Umatilla Municipal Code to update the Transient Room Tax code to include an additional tourism promotion assessment charge used to fund tourism promotion, facility design, and construction of the Eastern Oregon Trade and Event Center, Umatilla Marina & RV Park, Big River Golf Course, and the existing and/or future Umatilla Community Center.](#)  
*Suggested Action: Motion to adopt Ordinance No. 845.*

*The additional tourism promotion assessment (TPA) is scheduled to sunset June 30, 2021 with the purpose to temporarily fund budget shortfalls and construction of the Eastern Oregon Trade and Event Center (EOTEC). With this additional payment sunsetting, the City has the opportunity to consider Umatilla-specific tourism opportunities that are eligible to receive TPA funds. The Umatilla Marina & RV Park, Big River Golf Course, and Umatilla Community Center have been identified as City tourism facilities that would provide the largest tourism-related and economic impact to Western Umatilla County and the City. These funds will be used to, at least, help offset the cost of an all-new marina, improvements and expansion to the RV Park, an all-new club house and Pro Shop at Big River Golf Course and other course enhancements, and improvements to the Community Center and/or construction of an all-new Community Center.*

- 9.11 [Ordinance No. 845. An Ordinance amending Title 3, Chapter 5 of the Umatilla Municipal Code to update the Transient Room Tax code to include an additional tourism promotion assessment charge used to fund tourism promotion, facility design, and construction of the Eastern Oregon Trade and Event Center, Umatilla Marina & RV Park, Big River Golf Course, and the existing and/or future Umatilla Community Center.](#) *Suggested Action: Motion to adopt Ordinance No. 845.*

*The additional tourism promotion assessment (TPA) is scheduled to sunset June 30, 2021 with the purpose to temporarily fund budget shortfalls and construction of the Eastern Oregon Trade and Event Center (EOTEC). With this additional payment sunsetting, the City has the opportunity to consider Umatilla-specific tourism opportunities that are eligible to receive TPA funds. The Umatilla Marina & RV Park, Big River Golf Course, and Umatilla Community Center have been identified as City tourism facilities that would provide the largest tourism-related and economic impact to Western Umatilla County and the City. These funds will be used to, at least, help offset the cost of an all-new marina, improvements and expansion to the RV Park, an all-new club house and Pro Shop at Big River Golf Course and other course enhancements, and improvements to the Community Center and/or construction of an all-new Community Center.*

10. **PUBLIC COMMENT**

11. **DISCUSSION ITEMS**

11.1 **Transient Room Tax Discussion** *Suggested Action: In February 2020, ECONorthwest produced the report "Local Transient Lodging Tax" (attached) for Travel Oregon. Their analysis produced the following findings from respondents:*

- 1. The City of Umatilla has the 2nd lowest per capita tourism revenue in Eastern Oregon, and*
- 2. Even with a 469% (the report incorrectly states 369%) increase in tourism-related funds from 2007 to 2018, Umatilla still ranks 2nd lowest in Eastern Oregon in tourism revenue, and*
- 3. The City of Umatilla has the 2nd lowest Transient Lodging Tax (aka Transient Room Tax) rate of all Eastern Oregon with our rate at 3.5% and the median rate at 6%.*

*Staff seeks direction to determine the Council's desire on the following question: "Should the City of Umatilla increase our TRT rate, leave it alone, or decrease the rate?"*

12. **MAYOR'S MESSAGE**

13. **COUNCIL INFORMATION & DISCUSSION**

14. **EXECUTIVE SESSION**

- 14.1 **Potential Real Estate Transaction - ORS 192.660(2)(e)** Authorizes council to deliberate with persons designated by council to negotiate real property transactions, including long-term leases. Does not authorize discussion of general leasing policies. *Suggested Action: None*
- 14.2 **Potential Litigation - ORS 192.660(2)(h)** Authorizes council to consult with its counsel regarding current litigation or litigation likely to be filed. Media members must be excluded if the member is a party to the litigation. *Suggested Action: None*
- 14.3 **Potential Litigation - ORS 192.660(2)(h)** Authorizes council to consult with its counsel regarding current litigation or litigation likely to be filed. Media members must be excluded if the member is a party to the litigation. *Suggested Action: None.*

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

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