

**UMATILLA CITY COUNCIL MEETING
AGENDA
COUNCIL CHAMBERS 700 6TH STREET, UMATILLA, OR 97882
AUGUST 17, 2021
6:00 PM**

1. **MEETING CALLED TO ORDER**

2. **ROLL CALL**

3. **PLEDGE OF ALLEGIANCE**

4. **CITY MANAGER REPORT**

4.a [Community Development Quarterly Report](#) *Suggested Action: Report and discussion - to view online click [HERE](#).*

4.b [Finance Quarterly Report](#) *Suggested Action: Click [HERE](#) to access the online version of the report.*

No action needed.

5. **NEW BUSINESS**

5.a [Resolution No. 07-2022 - A resolution authorizing the City Manager to sign and record a deed for the purchase of real property.](#) *Suggested Action: Motion to approve Resolution No. 07-2022*

City Council authorized the City Manger to negotiate the purchase of real property at their February 2, 2021, meeting. The purchase would be for a portion of a property located next to Kiwanis Park that is currently managed on a 20 year recreation lease. City staff has worked with the property owner to allow development of his property with a new fueling island that required some utilities to be relocated. The resolution will allow the City Manager to sign an easement agreement accepting the new easement dedication and to sign the deed and other documents required to finalize the land transaction.

5.b [Resolution No. 08-2022 - A resolution authorizing the City Manager to sign and record a deed for the purchase of real property.](#) *Suggested Action: Motion to approve Resolution No. 08-2022*

City Council authorized the City Manger to negotiate the purchase of real property at their August 2, 2021 Council meeting. the property is identified as Tax Lots 404 on Assessors Map 5N2808DD (TLID # 5N2808DD00404). The parties have agreed to a purchase price of \$272,000.00 for said real property as contained in a Real Estate Purchase Agreement made on August 11, 2021

6. **DISCUSSION ITEMS**

6.a [Potential IGA with Hermiston & Umatilla County to develop a Preliminary Engineering](#)

Report to consider a potential bridge across the Umatilla River at Elm or Punkin Center
Suggested Action: Discussion Only

7. **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.

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: Community Development Quarterly Report	Meeting Date: 2021-08-17
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Department: Community Development	Director: Brandon Seitz	Contact Person: Brandon Seitz	Phone Number:
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Cost of Proposal: NA	Fund(s) Name and Number(s): N/A
Amount Budgeted: NA	

Reviewed by Finance Department: Yes	Previously Presented: NA
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Attachments to Agenda Packet Item:

Summary Statement: Report and discussion - to view online click HERE .
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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: Finance Quarterly Report	Meeting Date: 2021-08-17
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Department: Finance & Administrative Services	Director: Melissa Ince	Contact Person: Melissa Ince	Phone Number:
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Cost of Proposal: NA	Fund(s) Name and Number(s): N/A
Amount Budgeted: NA	

Reviewed by Finance Department: Yes	Previously Presented: NA
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Attachments to Agenda Packet Item:

[Finance Dept 4th Quarter FY20-21.pdf](#)

Summary Statement: Click HERE to access the online version of the report. No action needed.
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Consistent with Council Goals: Goal 3: Enhance and Cultivate Relationships and Partnerships.
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CITY OF UMATILLA

FINANCE DEPARTMENT QUARTERLY REPORT

4th Quarter, Fiscal Year 2020-21
Quarter Ended June 30, 2021

City of Umatilla

City Hall

I am pleased to offer this financial report of City operations for your review. The report covers financial operations through 4th quarter of the fiscal year ending June 30, 2021.

This report is intended to provide city management, the city council, and the community a general update on the financial activities and condition of the City on a quarterly basis. In addition to providing financial information it provides a narrative or annotations on financial highlights meant to give context to the numbers, charts, and graphs found throughout.

Information contained in this report is preliminary and unaudited. Further adjusting entries may be made as part of the City's year-end close and audited processes. It is prepared and reported on a budgetary basis, meaning revenues and expenditures related to internal services funds are presented discretely and not consolidated. Please refer to the City's audited financial statements for a complete report on the City's financial activities and balances for the year. These reports are issued by December 31 following the end of the fiscal year.

Melissa Ince, CPA
Finance & Administrative Services Director



FINANCIAL SUMMARY

In this section we report on the financial activities of the City as a whole (City-wide), which include all governmental and proprietary funds and all City departmental activities.

Highlight Reminders of the 2020-2021 Budget

In June 2020, the City Council adopted the 2020-2021 budget. Pertinent highlights of this budget included:

- It is a single year budget balanced at \$39.4 million across all funds.
- Personnel services represent 12.3 percent of the total expenditures at \$4.9 million
- Materials and services represent 15.4 percent of the total expenditures at \$6.1 million
- Capital Outlay represents 25.6 percent of total expenditures at \$10.1 million
- Debt Service and Loan Reserves represents 2.2 percent of total expenditures at \$848,000
- Transfers, Contingency, and Ending Fund Balance make up the remainder

Supplemental Budgets

In January 2021, the City Council approved Resolution No. 33-2021 adopting a supplemental budget and revising appropriations. Every year, certain conditions and situations arise after formal budget adoption that necessitate changes in financial planning. The City purchased Big River Golf Course in December 2020 and this resolution allocated funds for operation of the park as well as transfer into capital reserve for the purchase of the course. The resolution also incorporated the Coronavirus Relief Fund (CRF) reimbursement the City received for its 2020 eligible expenditures.

In April 2021, the City Council approved Resolution No. 45-2021 which allocated personnel services funds for the operation of the Umatilla Marina & RV Park and Big River Golf Course and increased the overall full-time equivalent (FTE) count of the city.

In June 2021, the City Council approved Resolution No. 62-2021 adopting a supplemental budget and revising appropriations to account for fiscal year-end personnel adjustments and larger than anticipated pass through refuse revenue and expense that resulted from the mid-year garbage rate increase.

Final Budget

The final amended budget for FY20-21 totaled \$39,193,704. A breakdown of the budget expenditures is shown below.

Broken down by

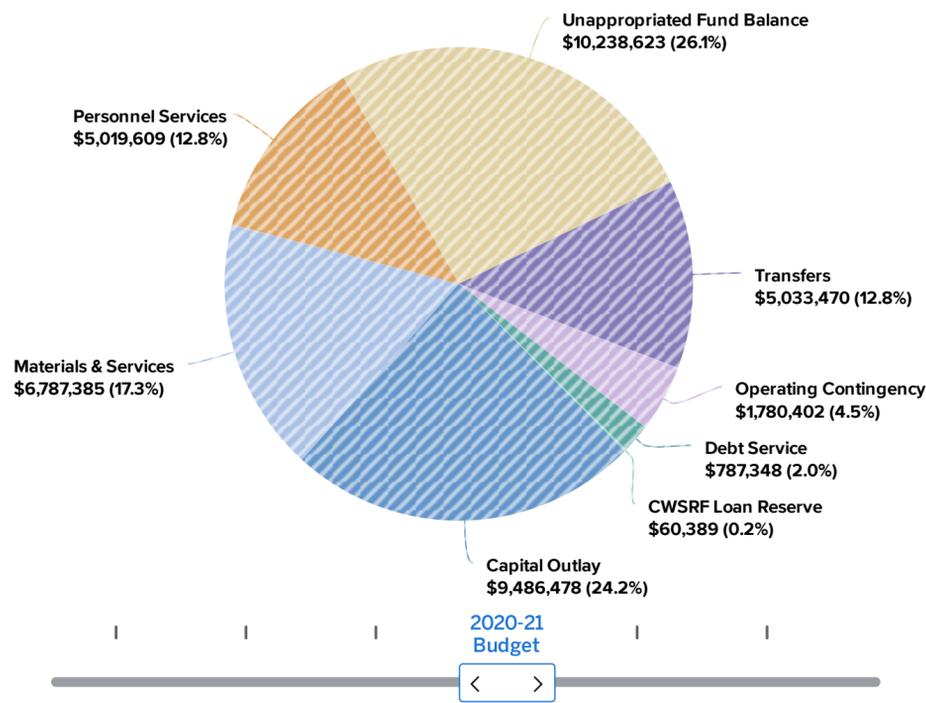
Expenses No Activity

Visualization



Sort Large to Small

- Capital Outlay
- Materials & Services
- Personnel Services
- Unappropriated Fund Balan...
- Transfers
- Operating Contingency
- Debt Service
- CWSRF Loan Reserve



FOURTH QUARTER BUDGET TO ACTUAL HIGHLIGHTS

General Fund

As of June 30th the General Fund has received 98.1% of its projected revenues and has expended 61.4% of its appropriations.

The graph and table below show the General Fund's budgeted vs actual revenue and expenditure figures.

Broken down by

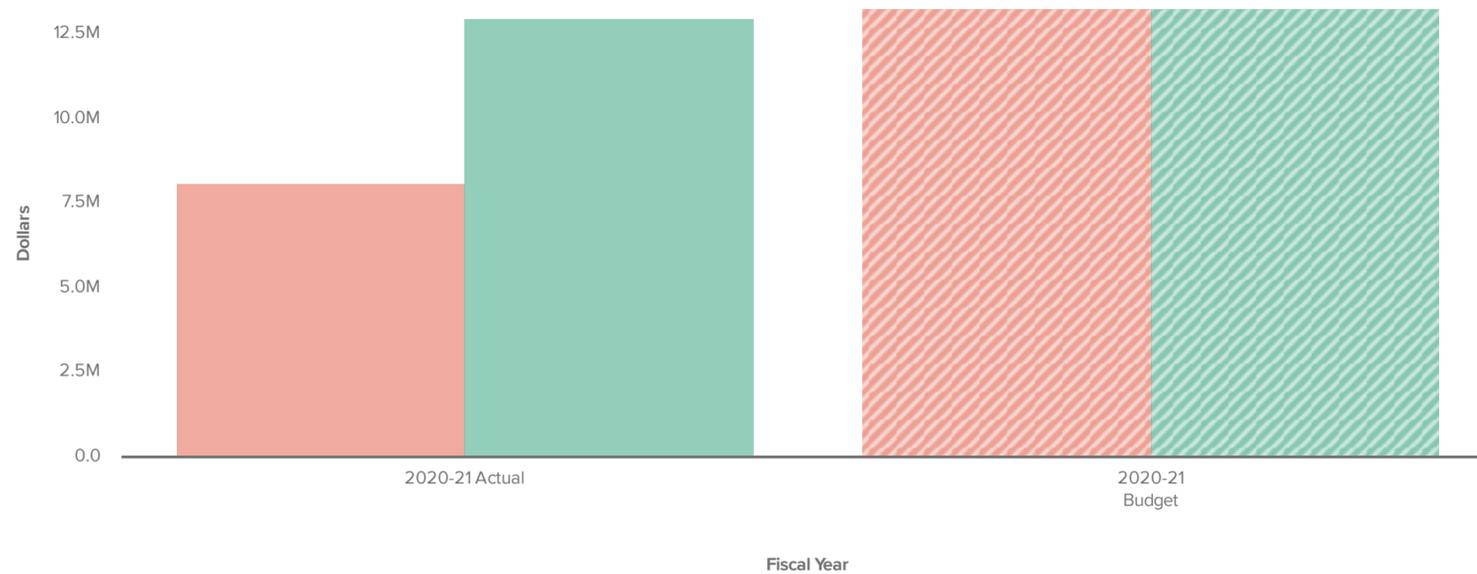
Types General Fund No Activity

Visualization



Sort Large to Small

- Revenues
- Expenses



Collapse All	2020-21 Actual	2020-21 Budget
▼ Revenues	\$ 12,961,216	\$ 13,218,672
▶ Beginning Fund Balance	4,448,495	4,450,855
▶ Payment in Lieu of Tax	2,579,998	2,861,197
▶ Property Taxes	2,135,515	2,308,500
▶ Franchise Fees	1,410,211	1,283,750
▶ Intergovernmental	969,786	935,250
▶ Miscellaneous	549,662	568,985
▶ Fees & Charges	567,850	471,835
▶ Revenues	180,485	180,000
▶ Transfers from Other Funds	88,300	88,300
▶ Interest	30,914	70,000
▼ Expenses	8,110,615	13,218,672
▶ Transfers	3,401,400	3,401,400
▶ Personnel Services	2,726,752	2,935,465
▶ Materials & Services	1,936,358	2,653,010
▶ Unappropriated Fund Balance	0	3,598,995
▶ Operating Contingency	0	520,402
▶ Capital Outlay	46,105	109,400
Revenues Less Expenses	\$ 4,850,600	\$ 0

City Wide Consolidated Revenues and Expenditures by Fund

As of June 30th, all City Funds have received **95.2%** of their projected revenues and have expended **51.8%** of their appropriations.

The table below shows budgeted vs actual consolidated revenues by fund.

Collapse All	2020-21 Actual	2020-21 Budget
▼ Governmental	\$ 29,062,358	\$ 28,854,417
▼ General	12,961,216	13,218,672
General Fund	12,961,216	13,218,672
▼ Special Revenue Fund	8,470,561	7,458,270
Building Department Fund	3,619,861	2,622,540
Street Fund	2,996,489	2,998,419
Refuse Fund	1,110,936	1,108,062
Library Fund	403,348	411,617
Transient Room Tax Fund	339,926	317,632
▼ Capital Projects	7,626,708	8,173,668
Capital Reserve Fund	7,347,969	7,892,368
Building Reserve	278,739	281,300
▶ Debt Service	3,874	3,807
▼ Proprietary	8,264,872	10,339,287
▼ Enterprise	8,264,872	10,339,287
Sewer Fund	2,486,015	2,853,334
Sewer Reserve Fund	2,637,333	2,645,113
Water Reserve Fund	1,250,720	2,848,941
Water Fund	1,890,804	1,991,899
Total	\$ 37,327,230	\$ 39,193,704

The table below shows budgeted vs actual consolidated expenditures by fund.

Collapse All	2020-21 Actual	2020-21 Budget
▼ Governmental	\$ 16,388,848	\$ 28,854,417
▼ General	8,110,615	13,218,672
General Fund	8,110,615	13,218,672
▼ Special Revenue Fund	4,565,090	7,458,270
Street Fund	2,165,799	2,998,419
Building Department Fund	1,033,838	2,622,540
Refuse Fund	1,005,784	1,108,062
Library Fund	245,231	411,617
Transient Room Tax Fund	114,438	317,632
▼ Capital Projects	3,713,143	8,173,668
Capital Reserve Fund	3,595,921	7,892,368
Building Reserve	117,221	281,300
▶ Debt Service	0	3,807
▼ Proprietary	3,912,298	10,339,287
▼ Enterprise	3,912,298	10,339,287
Sewer Fund	1,787,217	2,853,334
Water Fund	1,709,771	1,991,899
Water Reserve Fund	143,204	2,848,941
Sewer Reserve Fund	272,106	2,645,113
Total	\$ 20,301,146	\$ 39,193,704

Looking Ahead:

Audit Preparation



Now that the 2020-21 fiscal year has concluded, staff is preparing for our annual audit. Barnett and Moro is scheduled to conduct their fieldwork August 17th through 19th. Copies of the audit will be distributed to City Council and available at City Hall or on our website mid-November.

Employee Handbook Updates



The City's insurance company, City County Insurance Services (CIS), publishes recommended handbook changes on an annual basis based upon legislative changes impacting employment law. Staff has been working on an update to the City's employee handbook that will be reviewed internally by department directors and union representatives before presentation to the City Council towards the end of 2021.



QUARTERLY FINANCIAL REPORT

www.umatilla-city.org

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: Resolution No. 07-2022 - A resolution authorizing the City Manager to sign and record a deed for the purchase of real property.	Meeting Date: 2021-08-17
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Department: Community Development	Director: Brandon Seitz	Contact Person: Brandon Seitz	Phone Number:
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Cost of Proposal: \$74,000.00	Fund(s) Name and Number(s): Capital Reserve - 05
Amount Budgeted: \$74,000.00	

Reviewed by Finance Department: Yes	Previously Presented: 2/2/2021
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Attachments to Agenda Packet Item:

[Resolution 07-2022.pdf](#)

Summary Statement: Motion to approve Resolution No. 07-2022 City Council authorized the City Manger to negotiate the purchase of real property at their February 2, 2021, meeting. The purchase would be for a portion of a property located next to Kiwanis Park that is currently managed on a 20 year recreation lease. City staff has worked with the property owner to allow development of his property with a new fueling island that required some utilities to be relocated. The resolution will allow the City Manager to sign an easement agreement accepting the new easement dedication and to sign the deed and other documents required to finalize the land transaction.

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

RESOLUTION NO. 07-2022

A RESOLUTION AUTHORIZING THE CITY MANAGER TO SIGN AND RECORD A DEED FOR THE PURCHASE OF REAL PROPERTY

WHEREAS, the Umatilla City Council at their February 2, 2021, meeting authorized the City Manager to negotiate the purchase of real property; and

WHEREAS, said real property is identified as a portion of Tax Lots 6500 and 6400 on Assessors Map 5N2815AD (TLID # 5N2815AD06500 & 5N2815AD06400), as shown on the attached Exhibit A; and

WHEREAS, J & A Group agreed to grant permanent easement for city utilities located on said real property as shown on the attached Exhibit B; and

WHEREAS, the City Manager and J & A Groups LLC have agreed to a purchase price of \$74,000.00 for said real property as contained in a Commercial Real Estate Purchase Agreement made on August 12, 2021.

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

1. The City Manager is authorized to sign and record a deed and other documents necessary for the purchase price of \$74,000.00 to finalize the purchase of real property identified as a portion of Tax Lots 6500 and 6400 on Assessors Map 5N2815AD (TLID # 5N2815AD06500 & 5N2815AD06400), as shown on the attached Exhibit A.
2. The City Manager is authorized to sign and record an easement agreement for a waterline, sanitary sewer and access easements, as shown on the attached Exhibit B

PASSED by the Council and **SIGNED** by the Mayor this 17th day of August, 2021.

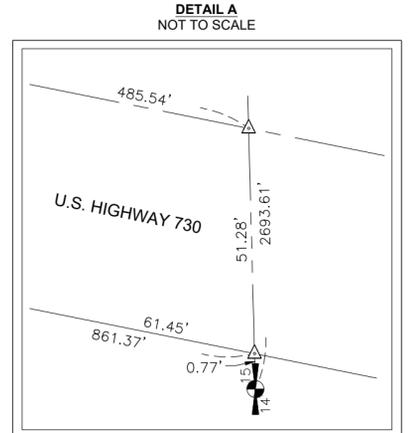
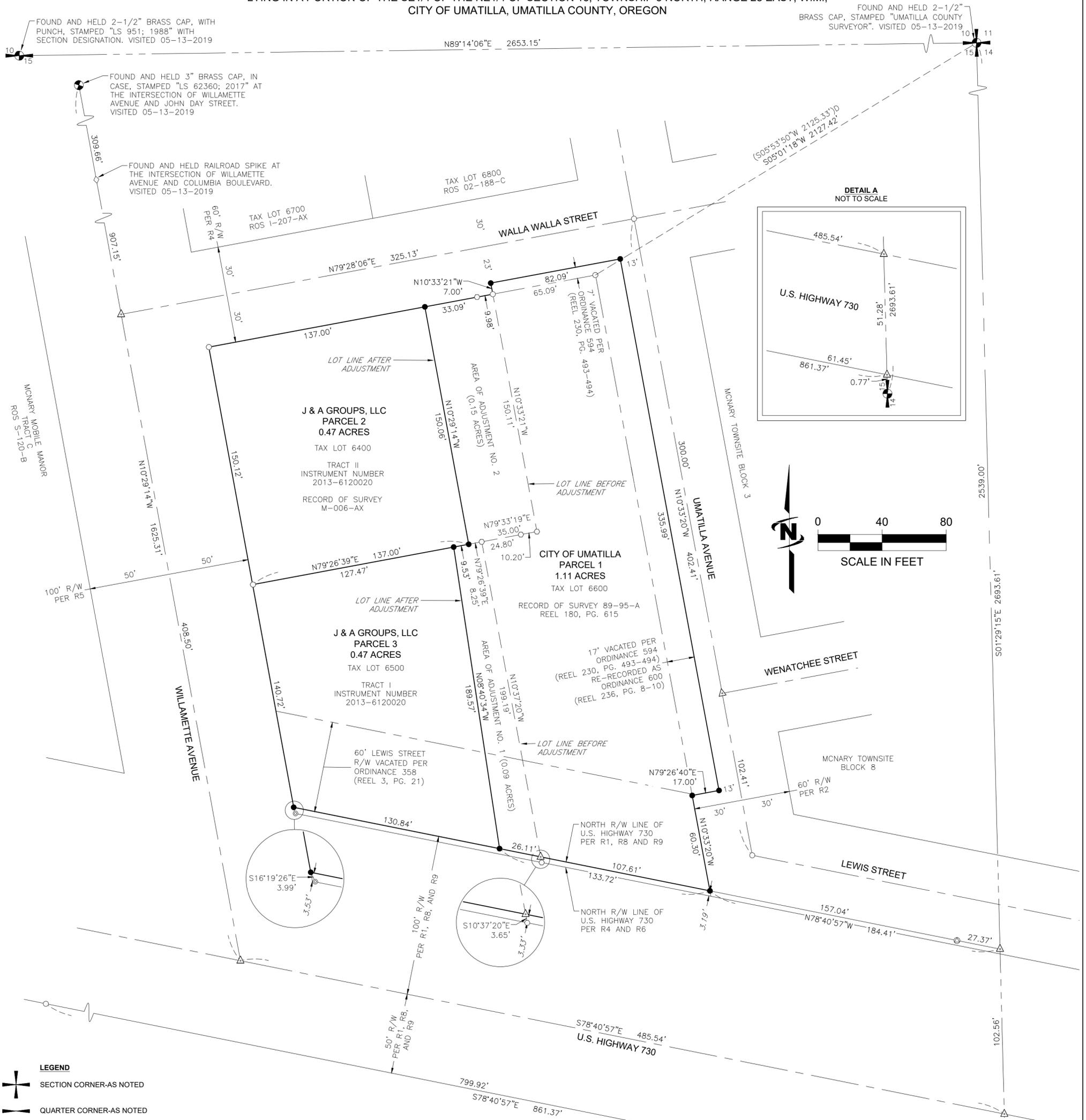
Mary Dedrick, Mayor

ATTEST:

Nanci Sandoval, City Recorder

Exhibit A

RECORD OF SURVEY FOR A BOUNDARY LINE ADJUSTMENT LYING IN A PORTION OF THE SE1/4 OF THE NE1/4 OF SECTION 15, TOWNSHIP 5 NORTH, RANGE 28 EAST, W.M., CITY OF UMATILLA, UMATILLA COUNTY, OREGON



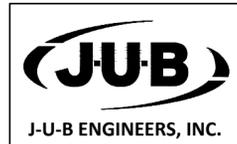
- LEGEND**
- SECTION CORNER-AS NOTED
 - QUARTER CORNER-AS NOTED
 - COMPUTED POSITION, NOTHING FOUND OR SET THIS SURVEY
 - FOUND AND HELD BRASS CAP, AS NOTED. VISITED 05-13-2019
 - FOUND AND HELD RAILROAD SPIKE, AS NOTED. VISITED 05-13-2019
 - FOUND AND NOT HELD, BENT, 1/2" IRON PIPE. VISITED 05-13-2019
 - FOUND AND HELD 5/8" IRON REBAR, NO CAP. VISITED 05-13-2019
 - FOUND AND HELD 5/8" IRON REBAR, WITH YELLOW PLASTIC CAP, STAMPED "OREGON STATE HIGHWAY DEPARTMENT". VISITED 05-17-2019
 - FOUND AND HELD 1/2" IRON REBAR, NO CAP. VISITED 05-17-2019
 - SET 5/8" x 24" IRON REBAR WITH YELLOW PLASTIC CAP, STAMPED "SHEA 2751"
 - R/W RIGHT-OF-WAY
 - PG. PAGE
 - () DEED MEASUREMENT

NARRATIVE
THE PURPOSE OF THIS SURVEY IS TO MONUMENT A LOT LINE ADJUSTMENT BETWEEN TAX LOTS 6400, 6500, AND 6600, J & A GROUPS, LLC AND THE CITY OF UMATILLA BEING A PORTION OF TRACTS I, II, INSTRUMENT NO. 2013-6120020 AND RECORD OF SURVEY 89-95-A, REEL 180, PAGE 615. THE ADJUSTED LINES ARE SHOWN HEREON.

EASEMENT NOTE
SEE SHEET 2 FOR DETAILED EASEMENT, AREAS OF ADJUSTMENTS, FENCE LOCATION INFORMATION AND NARRATIVE.

BASIS OF BEARINGS
THE BASIS OF BEARINGS FOR THIS PROJECT IS A LOCAL SITE PROJECTION ORIGINATING FROM THE 2011 ADJUSTMENT OF THE NORTH AMERICAN DATUM OF 1983 (NAD 83/2011), OREGON STATE PLANE COORDINATE SYSTEM, NORTH ZONE (3601) BASED UPON STATIC GPS OBSERVATIONS PROCESSED THROUGH THE NATIONAL GEODETIC SURVEY (NGS) ONLINE POSITIONING USER SYSTEM (OPUS). THE PROJECT DATA HAS BEEN PROJECTED TO GROUND AT CONTROL POINT NO. 1; LOCAL LATITUDE N45°55'27.83915", LOCAL LONGITUDE W119°17'24.78831" USING A GROUND SCALE FACTOR OF 1.0000382197. ALL BEARINGS ARE GRID, ALL DISTANCES ARE GROUND EXPRESSED IN INTERNATIONAL FEET.

REGISTERED PROFESSIONAL LAND SURVEYOR
PRELIMINARY
7/14/2021
OREGON
JAN 16, 1996
JOHN JOSEPH SHEA
2751LS
RENEWAL DATE: 6-30-2022



2810 W. Clearwater Ave., Suite 201
Kennewick, WA 99336
p | 509 783 2144 w | www.jub.com

Dwg Name: 33-21-005_LLA
Date: July 14, 2021
Dr: DFG Ch: JJS Sheet 1 of 3

RECORD OF SURVEY
FOR A BOUNDARY LINE ADJUSTMENT
 LYING IN A PORTION OF THE SE1/4 OF THE NE1/4 OF SECTION 15, TOWNSHIP 5 NORTH, RANGE 28 EAST, W.M.,
 CITY OF UMATILLA, UMATILLA COUNTY, OREGON



SURVEY EQUIPMENT
 SURVEY EQUIPMENT USED INCLUDED TRIMBLE R10 DUAL FREQUENCY MULTI-CONSTELLATION GNSS RECEIVERS, TRIMBLE S6 ROBOTIC TOTAL STATION, AND THE TRIMBLE TSC7 DATA COLLECTOR.

TITLE INFORMATION NOTE
 ALL TITLE INFORMATION SHOWN ON THIS MAP HAS BEEN EXTRACTED FROM INFORMATION CONTAINED IN AMERITITLE. STATUS OF RECORD TITLE DOCUMENT NO. 297806AM, DATED MAY 10, 2019. IN PREPARING THIS MAP, J-U-B ENGINEERS, INC., HAS CONDUCTED NO INDEPENDENT TITLE SEARCH, NOR IS J-U-B ENGINEERS, INC., AWARE OF ANY TITLE ISSUES AFFECTING THE PROPERTY OTHER THAN THOSE SHOWN ON THE MAP AND DISCLOSED BY THE REFERENCED AMERITITLE. STATUS OF RECORD TITLE DOCUMENT, J-U-B ENGINEERS, INC., HAS RELIED WHOLLY ON AMERITITLE'S REPRESENTATION OF THE TITLE'S CONDITION TO PREPARE THIS SURVEY AND THEREFORE J-U-B ENGINEERS INC., QUALIFIES THE MAP'S ACCURACY AND COMPLETENESS TO THAT EXTENT.

- SURVEY REFERENCES**
- R1: OREGON STATE HIGHWAY DEPARTMENT CONSTRUCTED LINE, UAMTILLA TO SAND STATION, COLUMBIA RIVER HIGHWAY, DRG. NO. 4B-19-21, DATED JUNE, 1934
 - R2: MCNARY TOWNSITE AN ADDITION TO UMATILLA COUNTY, RECORDED AUGUST 10, 1973, IN BOOK 10 OF PLATS, PAGE 9, RECORDS OF UMATILLA COUNTY, OREGON
 - R3: RECORD OF SURVEY NO. I-207-AX BY DAVID H. KRUMBEIN, DATED SEPTEMBER 4, 1974, RECORDS OF UMATILLA COUNTY, OREGON
 - R4: RECORD OF SURVEY NO. M-006-AX BY DAVID H. KRUMBEIN, DATED SEPTEMBER 30, 1976, RECORDS OF UMATILLA COUNTY, OREGON
 - R5: RECORD OF SURVEY NO. S-120-B BY DAVID H. KRUMBEIN, RECORDED SEPTEMBER, 1981, RECORDS OF UMATILLA COUNTY, OREGON
 - R6: RECORD OF SURVEY NO. 89-095-A BY G. DENNIS EDWARDS, RECORDED SEPTEMBER, 1989, RECORDS OF UMATILLA COUNTY, OREGON
 - R7: RECORD OF SURVEY NO. 02-188-C BY GREG E. FLOWERS, RECORDED SEPTEMBER, 1989, RECORDS OF UMATILLA COUNTY, OREGON
 - R8: RECORD OF SURVEY NO. 16-039-B BY ROBERT ERICH BUTLER, RECORDED JULY, 2002, RECORDS OF UMATILLA COUNTY, OREGON
 - R9: RECORD OF SURVEY NO. 18-083-B BY ROBERT ERICH BUTLER, RECORDED SEPTEMBER 24, 2018, RECORDS OF UMATILLA COUNTY, OREGON

**REGISTERED
 PROFESSIONAL
 LAND SURVEYOR**

PRELIMINARY
 7/14/2021

OREGON
JAN 16, 1996
 JOHN JOSEPH SHEA
 2751LS

RENEWAL DATE: 6-30-2022

2810 W. Clearwater Ave., Suite 201 Kennewick, WA 99336 p 509 783 2144 w www.jub.com	
Dwg Name: 33-21-005_LLA	
Date: July 14, 2021	
Dr: DFG	Ch: JJS
Sheet 2 of 3	

RECORD OF SURVEY
FOR A BOUNDARY LINE ADJUSTMENT
LYING IN A PORTION OF THE SE1/4 OF THE NE1/4 OF SECTION 15, TOWNSHIP 5 NORTH, RANGE 28 EAST, W.M.,
CITY OF UMATILLA, UMATILLA COUNTY, OREGON

EXISTING LEGAL DESCRIPTION TAX PARCEL 6400
(INSTRUMENT NUMBER 2013-6120010, RECORDED NOVEMBER 22, 2013)

TRACT II
COMMENCING AT NORTHWEST CORNER OF SECTION 14, TOWNSHIP 5 NORTH, RANGE 28, EAST OF THE WILLAMETTE MERIDIAN, UMATILLA COUNTY, OREGON; THENCE SOUTH 05°53'50" WEST A DISTANCE OF 2,125.53 FEET TO A POINT ON THE WEST LINE OF MCNARY TOWNSITE, AN ADDITION TO CITY OF UMATILLA, SAID POINT ALSO BEING THE POINT OF INTERSECTION OF SOUTHERLY LINE OF WALLA WALLA STREET WITH THE WESTERLY LINE OF UMATILLA AVENUE; THENCE WESTERLY ALONG SAID SOUTHERLY LINE OF SAID WALLA WALLA STREET, A DISTANCE OF 65 FEET TO THE TRUE POINT OF BEGINNING FOR THIS DESCRIPTION;

THENCE SOUTH 09°37'40" EAST, A DISTANCE OF 150 FEET; THENCE SOUTH 80°21'20" WEST, A DISTANCE OF 180 FEET TO A POINT ON EASTERLY LINE OF WILLAMETTE AVENUE; THENCE NORTHERLY ALONG THE EASTERLY LINE OF SAID WILLAMETTE AVENUE, A DISTANCE OF 150 FEET TO THE POINT OF INTERSECTION OF EASTERLY LINE OF SAID WILLAMETTE AVENUE WITH THE SOUTHERLY LINE OF WALLA WALLA STREET; THENCE EASTERLY ALONG THE SOUTHERLY LINE OF SAID WALLA WALLA STREET, A DISTANCE OF 180 FEET TO THE TRUE POINT OF BEGINNING;

EXCEPTING THEREFROM ANY PORTION LYING WITHIN THE STREET AND AVENUE RIGHTS OF WAYS.

EXISTING LEGAL DESCRIPTION TAX PARCEL 6500
(INSTRUMENT NUMBER 2013-6120010, RECORDED NOVEMBER 22, 2013)

TRACT I
COMMENCING AT NORTHWEST CORNER OF SECTION 14, TOWNSHIP 5 NORTH, RANGE 28, EAST OF THE WILLAMETTE MERIDIAN, UMATILLA COUNTY, OREGON; THENCE SOUTH 05°53'50" WEST, A DISTANCE OF 2,125.53 FEET TO A POINT ON WEST LINE OF MCNARY TOWNSITE, AN ADDITION TO CITY OF UMATILLA, SAID POINT ALSO BEING THE POINT OF INTERSECTION OF SOUTHERLY RIGHT OF WAY LINE OF WALLA WALLA STREET AND WESTERLY RIGHT OF WAY LINE OF UMATILLA AVENUE; THENCE SOUTH 09°37'40" EAST ALONG WESTERLY RIGHT OF WAY LINE OF SAID UMATILLA AVENUE, A DISTANCE OF 150 FEET; THENCE SOUTH 80°22'20" WEST, A DISTANCE OF 100 FEET TO THE TRUE POINT OF BEGINNING FOR THIS DESCRIPTION;

THENCE SOUTH 80°22'20" WEST, A DISTANCE OF 145 FEET TO A POINT ON EASTERLY RIGHT OF WAY LINE OF WILLAMETTE AVENUE; THENCE SOUTH 09°37'40" EAST ALONG SAID EASTERLY RIGHT OF WAY LINE OF SAID WILLAMETTE AVENUE, A DISTANCE OF 144.82 FEET TO A POINT ON NORTHERLY RIGHT OF WAY LINE OF OREGON STATE HIGHWAY NO. 730; THENCE SOUTH 77°50'35" EAST ALONG SAID NORTHERLY RIGHT OF WAY LINE OF SAID STATE HIGHWAY, A DISTANCE OF 156.15 FEET; THENCE NORTH 09°37'40" WEST, A DISTANCE OF 202.77 FEET TO THE TRUE POINT OF BEGINNING;

EXCEPTING THEREFROM ANY PORTION LYING WITHIN THE AVENUE AND HIGHWAY RIGHTS OF WAYS.

EXISTING LEGAL DESCRIPTION TAX PARCEL 6600
(REEL 180, PAGE 615, RECORDED JUNE 7, 1989)

BEGINNING AT THE NORTHWEST CORNER OF SECTION 14, TOWNSHIP 5 NORTH, RANGE 28;

THENCE SOUTH 5°53'50" WEST A DISTANCE OF 2125.53 FEET TO A POINT, SAID POINT BEING ON THE WEST LINE OF MCNARY TOWNSITE, AN ADDITION TO THE CITY OF UMATILLA, SAID POINT ALSO BEING THE INTERSECTION OF THE SOUTHERLY RIGHT OF WAY MARGIN OF WALLA WALLA STREET AND THE WESTERLY RIGHT OF WAY MARGIN OF UMATILLA AVENUE AND THE TRUE POINT OF BEGINNING;

THENCE SOUTH 80°20' WEST ALONG SAID SOUTHERLY MARGIN OF WALLA WALLA STREET A DISTANCE OF 65 FEET; THENCE SOUTH 9°37'40" EAST A DISTANCE OF 150 FEET; THENCE SOUTH 80°22'20" WEST A DISTANCE OF 35 FEET; THENCE SOUTH 9°37'40" EAST A DISTANCE OF 202.77 FEET TO THE NORTHERLY RIGHT OF WAY MARGIN OF OREGON STATE HIGHWAY NO. 730; THENCE SOUTH 77°50'35" EAST ALONG MID STATE HIGHWAY MARGIN A DISTANCE OF 107.69 FEET TO THE WESTERLY MARGIN OF SAID UMATILLA AVENUE; THENCE NORTH 9°37'40" WEST ALONG SAID MARGIN A DISTANCE OF 392.74 FEET TO THE TRUE POINT OF BEGINNING;

ALL BEING EAST OF THE WILLAMETTE MERIDIAN, UMATILLA COUNTY, OREGON; ALSO, ALL THAT PORTION OF VACATED WALLA WALLA STREET AND UMATILLA STREET VACATED BY CITY OF UMATILLA ORDINANCE NO. 594, RECORDED IN REEL 230, PAGE 493 AND RE-RECORDED IN REEL 236, PAGE 8, OFFICE OF UMATILLA COUNTY RECORDS.

PARCEL 1 LEGAL DESCRIPTION
(PREPARED BY J-U-B ENGINEERS, INC.)

THAT PARCEL OF LAND DESCRIBED IN STATUTORY WARRANTY DEED TO THE CITY OF UMATILLA, RECORDED ON REEL 180, PAGE 615, RECORDS OF UMATILLA COUNTY, OREGON; LYING IN A PORTION OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 15, TOWNSHIP 5 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN, CITY OF UMATILLA, UMATILLA COUNTY, OREGON;

TOGETHER WITH THOSE PORTIONS OF VACATED UMATILLA AVENUE RIGHT-OF-WAY AND WALLA WALLA STREET RIGHT-OF-WAY, AS DESCRIBED IN ORDINANCE NO. 594, RECORDED ON REEL 230, PAGES 493-494, AND ORDINANCE NO. 600, RECORDED ON REEL 236, PAGES 8-10, RECORDS OF UMATILLA COUNTY, OREGON;
TOGETHER WITH A PORTION OF TRACT I AND TRACT II OF STATUTORY WARRANTY DEED TO J & A GROUPS LLC, RECORDED AS INSTRUMENT NO. 2013-6120020, RECORDS OF UMATILLA COUNTY, OREGON, DESCRIBED AS FOLLOWS;

BEGINNING AT A BRASS CAP MARKING THE NORTHEAST CORNER OF SAID SECTION 15 (FROM WHICH A BRASS CAP MARKING THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF SAID SECTION 15 BEARS SOUTH 01°29'15" EAST, 2693.61 FEET);
THENCE SOUTH 05°01'18" WEST, 2127.42 FEET TO THE NORTHEAST CORNER OF THAT CERTAIN CITY OF UMATILLA PARCEL DESCRIBED IN STATUTORY WARRANTY DEED RECORDED ON REEL 180, PAGE 615, RECORDS OF UMATILLA COUNTY, OREGON;
THENCE SOUTH 79°28'06" WEST ALONG THE NORTH LINE OF SAID CITY OF UMATILLA PARCEL, 65.09 FEET TO THE NORTHWEST CORNER THEREOF, SAID POINT ALSO BEING THE NORTHEAST CORNER OF SAID TRACT II, SAID POINT ALSO LYING ON THE SOUTH RIGHT-OF-WAY LINE OF SAID WALLA WALLA STREET, 30.00 FEET SOUTHERLY OF THE CENTERLINE THEREOF WHEN MEASURED AT RIGHT ANGLES, SAID POINT BEING THE TRUE POINT OF BEGINNING OF THE PARCEL TO BE DESCRIBED;

THENCE CONTINUING SOUTH 79°28'06" WEST ALONG THE NORTH LINE OF SAID TRACT II AND THE SOUTH RIGHT-OF-WAY LINE OF SAID WALLA WALLA STREET, A DISTANCE OF 43.07 FEET;
THENCE LEAVING THE NORTH LINE OF SAID TRACT II AND THE SOUTH RIGHT-OF-WAY LINE OF SAID WALLA WALLA STREET, SOUTH 10°29'14" EAST, A DISTANCE OF 150.06 FEET TO THE SOUTH LINE OF SAID TRACT II AND NORTH LINE OF SAID TRACT I;
THENCE SOUTH 79°26'39" WEST, ALONG THE LINE COMMON TO SAID TRACT I AND TRACT II, 9.53 FEET;
THENCE LEAVING SAID COMMON LINE, SOUTH 08°40'34" EAST, 189.57 FEET TO THE SOUTH LINE OF SAID TRACT I AND THE NORTH RIGHT-OF-WAY LINE OF THE COLUMBIA RIVER HIGHWAY (A.K.A. US HIGHWAY 730), SAID POINT BEING 100.00 FEET NORTHERLY OF THE CENTERLINE THEREOF WHEN MEASURED AT RIGHT ANGLES;
THENCE SOUTH 78°40'57" EAST ALONG THE SOUTH LINE OF SAID TRACT I AND THE NORTH RIGHT-OF-WAY LINE OF SAID COLUMBIA RIVER HIGHWAY, 26.11 FEET TO THE SOUTHEAST CORNER OF SAID TRACT I, SAID POINT ALSO BEING THE SOUTHWEST CORNER OF SAID CITY OF UMATILLA PARCEL;
THENCE CONTINUING SOUTH 78°40'57" EAST ALONG THE NORTH RIGHT-OF-WAY LINE OF SAID COLUMBIA RIVER HIGHWAY AND THE SOUTH LINE OF SAID CITY OF UMATILLA PARCEL, 107.61 FEET TO THE WEST RIGHT-OF-WAY LINE OF SAID UMATILLA AVENUE, SAID POINT BEING 30.00 FEET WEST OF THE CENTERLINE THEREOF, WHEN MEASURED AT RIGHT ANGLES;
THENCE LEAVING THE NORTH RIGHT-OF-WAY LINE OF SAID COLUMBIA RIVER HIGHWAY AND THE SOUTH LINE OF SAID CITY OF UMATILLA PARCEL, ALONG THE WEST RIGHT-OF-WAY LINE OF SAID UMATILLA AVENUE THE FOLLOWING THREE COURSES;
THENCE NORTH 10°33'20" WEST, 60.30 FEET;
THENCE NORTH 79°26'40" EAST, 17.00 FEET TO A POINT 13.00 FEET WEST OF THE CENTERLINE THEREOF, WHEN MEASURED AT RIGHT ANGLES;
THENCE NORTH 10°33'20" WEST, 335.99 FEET TO THE SOUTH RIGHT-OF-WAY LINE OF SAID WALLA WALLA STREET, SAID POINT BEING 23.00 FEET SOUTH OF THE CENTERLINE THEREOF, WHEN MEASURED AT RIGHT ANGLES;
THENCE LEAVING THE WEST RIGHT-OF-WAY LINE OF SAID UMATILLA AVENUE, SOUTH 79°28'06" WEST ALONG THE SOUTH RIGHT-OF-WAY LINE OF SAID WALLA WALLA STREET FOR A DISTANCE OF 82.09 FEET;
THENCE SOUTH 10°33'21" EAST, 7.00 FEET TO THE TRUE POINT OF BEGINNING AND END OF THIS PARCEL DESCRIPTION.

CONTAINING: 1.11 ACRES, MORE OR LESS.

ALSO, TOGETHER WITH AND SUBJECT TO EASEMENTS, RESERVATIONS, COVENANTS AND RESTRICTIONS APPARENT OR OF RECORD.

PARCEL 2 LEGAL DESCRIPTION
(PREPARED BY J-U-B ENGINEERS, INC.)

TRACT II OF STATUTORY WARRANTY DEED TO J & A GROUPS LLC, RECORDED AS INSTRUMENT NO. 2013-6120020, RECORDS OF UMATILLA COUNTY, OREGON, LYING IN A PORTION OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 15, TOWNSHIP 5 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN, CITY OF UMATILLA, UMATILLA COUNTY, OREGON, EXCEPT THE FOLLOWING DESCRIBED PORTION OF SAID TRACT II;

BEGINNING AT A BRASS CAP MARKING THE NORTHEAST CORNER OF SAID SECTION 15 (FROM WHICH A BRASS CAP MARKING THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF SAID SECTION 15 BEARS SOUTH 01°29'15" EAST, 2693.61 FEET);

THENCE SOUTH 05°01'18" WEST, 2127.42 FEET TO THE NORTHEAST CORNER OF THAT CERTAIN CITY OF UMATILLA PARCEL DESCRIBED IN STATUTORY WARRANTY DEED RECORDED ON REEL 180, PAGE 615, RECORDS OF UMATILLA COUNTY, OREGON;
THENCE SOUTH 79°28'06" WEST ALONG THE NORTH LINE OF SAID CITY OF UMATILLA PARCEL A DISTANCE OF 65.09 FEET TO THE NORTHWEST CORNER THEREOF, SAID POINT ALSO BEING THE NORTHEAST CORNER OF SAID TRACT II AND A POINT ON THE SOUTH RIGHT-OF-WAY LINE OF WALLA WALLA STREET, 30.00 FEET SOUTHERLY OF THE CENTERLINE THEREOF WHEN MEASURED AT RIGHT ANGLES, SAID POINT ALSO BEING THE TRUE POINT OF BEGINNING OF THE PARCEL TO BE DESCRIBED;

THENCE CONTINUING SOUTH 79°28'06" WEST ALONG THE NORTH LINE OF SAID TRACT II AND THE SOUTH RIGHT-OF-WAY LINE OF SAID WALLA WALLA STREET, 43.07 FEET;
THENCE LEAVING THE NORTH LINE OF SAID TRACT II AND THE SOUTH RIGHT-OF-WAY LINE OF SAID WALLA WALLA STREET, SOUTH 10°29'14" EAST, 150.06 FEET TO THE SOUTH LINE OF SAID TRACT II AND THE NORTH LINE OF TRACT I OF SAID STATUTORY WARRANTY DEED TO J & A GROUP, LLC;
THENCE NORTH 79°26'39" EAST ALONG THE LINE COMMON TO SAID TRACT I AND TRACT II, 8.25 FEET TO AN EXTERIOR CORNER OF SAID CITY OF UMATILLA PARCEL;
THENCE LEAVING THE NORTH LINE OF SAID TRACT I, NORTH 79°33'19" EAST ALONG THE LINE COMMON TO SAID TRACT II AND SAID CITY OF UMATILLA PARCEL, 35.00 FEET TO THE SOUTHEAST CORNER OF SAID TRACT II;
THENCE CONTINUING ALONG A LINE COMMON TO SAID TRACT II AND SAID CITY OF UMATILLA PARCEL, NORTH 10°33'21" WEST, 150.11 FEET TO THE TRUE POINT OF BEGINNING AND END OF THIS PARCEL DESCRIPTION.

CONTAINING: 20562.2 SQUARE FEET (0.47 ACRES), MORE OR LESS.

ALSO, TOGETHER WITH AND SUBJECT TO EASEMENTS, RESERVATIONS, COVENANTS AND RESTRICTIONS APPARENT OR OF RECORD.

PARCEL 3 LEGAL DESCRIPTION
(PREPARED BY J-U-B ENGINEERS, INC.)

TRACT I OF STATUTORY WARRANTY DEED TO J & A GROUPS LLC, RECORDED AS INSTRUMENT NO. 2013-6120020, RECORDS OF UMATILLA COUNTY, OREGON, LYING IN A PORTION OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 15, TOWNSHIP 5 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN, CITY OF UMATILLA, UMATILLA COUNTY, OREGON, EXCEPT THE FOLLOWING DESCRIBED PORTION OF SAID TRACT I;

BEGINNING AT A BRASS CAP MARKING THE NORTHEAST CORNER OF SAID SECTION 15 (FROM WHICH A BRASS CAP MARKING THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF SAID SECTION 15 BEARS SOUTH 01°29'15" EAST, 2693.61 FEET);
THENCE SOUTH 05°01'18" WEST, 2127.42 FEET TO THE NORTHEAST CORNER OF THAT CERTAIN CITY OF UMATILLA PARCEL DESCRIBED IN STATUTORY WARRANTY DEED RECORDED ON REEL 180, PAGE 615, RECORDS OF UMATILLA COUNTY, OREGON;
THENCE SOUTH 79°28'06" WEST ALONG THE NORTH LINE OF SAID CITY OF UMATILLA PARCEL FOR A DISTANCE OF 65.09 FEET TO THE NORTHWEST CORNER THEREOF, SAID POINT ALSO BEING THE NORTHEAST CORNER OF TRACT II OF SAID STATUTORY WARRANTY DEED TO J & A GROUPS LLC;
THENCE SOUTH 10°33'21" EAST ALONG THE LINE COMMON TO SAID TRACT II AND CITY OF UMATILLA PARCEL, 150.11 FEET TO THE SOUTHEAST CORNER OF SAID TRACT II AND AN INTERIOR CORNER OF SAID CITY OF UMATILLA PARCEL;
THENCE CONTINUING ALONG A LINE COMMON TO SAID TRACT II AND CITY OF UMATILLA PARCEL SOUTH 79°33'19" WEST, 35.00 FEET TO THE NORTHEAST CORNER OF SAID TRACT I AND AN EXTERIOR CORNER OF SAID CITY OF UMATILLA PARCEL AND THE TRUE POINT OF BEGINNING OF THE PARCEL TO BE DESCRIBED;

THENCE SOUTH 10°37'20" EAST ALONG THE LINE COMMON TO SAID TRACT I AND CITY OF UMATILLA PARCEL 199.19 FEET TO THE SOUTH LINE OF SAID TRACT I AND THE NORTH RIGHT-OF-WAY LINE OF THE COLUMBIA RIVER HIGHWAY (A.K.A. US HIGHWAY 730), SAID POINT BEING 100.00 FEET NORTHERLY OF THE CENTERLINE THEREOF, WHEN MEASURED AT RIGHT ANGLES;
THENCE LEAVING SAID COMMON LINE, NORTH 78°40'57" WEST ALONG THE SOUTH LINE OF SAID TRACT I AND THE NORTH RIGHT-OF-WAY LINE OF SAID COLUMBIA RIVER HIGHWAY, 26.11 FEET;
THENCE LEAVING THE SOUTH LINE OF SAID TRACT I AND THE NORTH RIGHT-OF-WAY LINE OF SAID COLUMBIA RIVER HIGHWAY, NORTH 08°40'34" WEST, 189.57 FEET TO THE COMMON LINE OF SAID TRACT I AND TRACT II;
THENCE ALONG SAID COMMON LINE, NORTH 79°26'39" EAST, 17.78 FEET TO THE TRUE POINT OF BEGINNING AND END OF THIS PARCEL DESCRIPTION.

CONTAINING: 20622.76 SQUARE FEET (0.47 ACRES), MORE OR LESS.

ALSO, TOGETHER WITH AND SUBJECT TO EASEMENTS, RESERVATIONS, COVENANTS AND RESTRICTIONS APPARENT OR OF RECORD.

AREA OF ADJUSTMENT NO. 1 LEGAL DESCRIPTION
(PREPARED BY J-U-B ENGINEERS, INC.)

A PORTION OF TRACT I OF STATUTORY WARRANTY DEED TO J & A GROUPS LLC, RECORDED AS INSTRUMENT NO. 2013-6120020, RECORDS OF UMATILLA COUNTY, OREGON, LYING IN A PORTION OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 15, TOWNSHIP 5 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN, CITY OF UMATILLA, UMATILLA COUNTY, OREGON AND DESCRIBED AS FOLLOWS;

BEGINNING AT A BRASS CAP MARKING THE NORTHEAST CORNER OF SAID SECTION 15 (FROM WHICH A BRASS CAP MARKING THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF SAID SECTION 15 BEARS SOUTH 01°29'15" EAST, 2693.61 FEET);
THENCE SOUTH 05°01'18" WEST, 2127.42 FEET TO THE NORTHEAST CORNER OF THAT CERTAIN CITY OF UMATILLA PARCEL DESCRIBED IN STATUTORY WARRANTY DEED RECORDED ON REEL 180, PAGE 615, RECORDS OF UMATILLA COUNTY, OREGON;
THENCE SOUTH 79°28'06" WEST ALONG THE NORTH LINE OF SAID CITY OF UMATILLA PARCEL FOR A DISTANCE OF 65.09 FEET TO THE NORTHWEST CORNER THEREOF, SAID POINT ALSO BEING THE NORTHEAST CORNER OF TRACT II OF SAID STATUTORY WARRANTY DEED TO J & A GROUPS LLC;
THENCE SOUTH 10°33'21" EAST ALONG THE LINE COMMON TO SAID TRACT II AND CITY OF UMATILLA PARCEL, 150.11 FEET TO THE SOUTHEAST CORNER OF SAID TRACT II AND AN INTERIOR CORNER OF SAID CITY OF UMATILLA PARCEL;
THENCE CONTINUING ALONG A LINE COMMON TO SAID TRACT II AND CITY OF UMATILLA PARCEL SOUTH 79°33'19" WEST, 35.00 FEET TO THE NORTHEAST CORNER OF SAID TRACT I AND AN EXTERIOR CORNER OF SAID CITY OF UMATILLA PARCEL AND THE TRUE POINT OF BEGINNING OF THE PARCEL TO BE DESCRIBED;

THENCE SOUTH 10°37'20" EAST ALONG THE LINE COMMON TO SAID TRACT I AND CITY OF UMATILLA PARCEL 199.19 FEET TO THE SOUTH LINE OF SAID TRACT I AND THE NORTH RIGHT-OF-WAY LINE OF THE COLUMBIA RIVER HIGHWAY (A.K.A. US HIGHWAY 730), SAID POINT BEING 100.00 FEET NORTHERLY OF THE CENTERLINE THEREOF, WHEN MEASURED AT RIGHT ANGLES;
THENCE LEAVING SAID COMMON LINE, NORTH 78°40'57" WEST ALONG THE SOUTH LINE OF SAID TRACT I AND THE NORTH RIGHT-OF-WAY LINE OF SAID COLUMBIA RIVER HIGHWAY, 26.11 FEET;
THENCE LEAVING THE SOUTH LINE OF SAID TRACT I AND THE NORTH RIGHT-OF-WAY LINE OF SAID COLUMBIA RIVER HIGHWAY, NORTH 08°40'34" WEST, 189.57 FEET TO THE COMMON LINE OF SAID TRACT I AND TRACT II;
THENCE ALONG SAID COMMON LINE, NORTH 79°26'39" EAST, 17.78 FEET TO THE TRUE POINT OF BEGINNING AND END OF THIS PARCEL DESCRIPTION.

CONTAINING: 4096.9 SQUARE FEET (0.09 ACRES), MORE OR LESS.

ALSO, TOGETHER WITH AND SUBJECT TO EASEMENTS, RESERVATIONS, COVENANTS AND RESTRICTIONS APPARENT OR OF RECORD.

AREA OF ADJUSTMENT NO. 2 LEGAL DESCRIPTION
(PREPARED BY J-U-B ENGINEERS, INC.)

A PORTION OF TRACT II OF STATUTORY WARRANTY DEED TO J & A GROUPS LLC, RECORDED AS INSTRUMENT NO. 2013-6120020, RECORDS OF UMATILLA COUNTY, OREGON, LYING IN A PORTION OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 15, TOWNSHIP 5 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN, CITY OF UMATILLA, UMATILLA COUNTY, OREGON AND DESCRIBED AS FOLLOWS;

BEGINNING AT A BRASS CAP MARKING THE NORTHEAST CORNER OF SAID SECTION 15 (FROM WHICH A BRASS CAP MARKING THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF SAID SECTION 15 BEARS SOUTH 01°29'15" EAST, 2693.61 FEET);
THENCE SOUTH 05°01'18" WEST, 2127.42 FEET TO THE NORTHEAST CORNER OF THAT CERTAIN CITY OF UMATILLA PARCEL DESCRIBED IN STATUTORY WARRANTY DEED RECORDED ON REEL 180, PAGE 615, RECORDS OF UMATILLA COUNTY, OREGON;
THENCE SOUTH 79°28'06" WEST ALONG THE NORTH LINE OF SAID CITY OF UMATILLA PARCEL A DISTANCE OF 65.09 FEET TO THE NORTHWEST CORNER THEREOF, SAID POINT ALSO BEING THE NORTHEAST CORNER OF SAID TRACT II AND A POINT ON THE SOUTH RIGHT-OF-WAY LINE OF WALLA WALLA STREET, 30.00 FEET SOUTHERLY OF THE CENTERLINE THEREOF WHEN MEASURED AT RIGHT ANGLES, SAID POINT ALSO BEING THE TRUE POINT OF BEGINNING OF THE PARCEL TO BE DESCRIBED;

THENCE CONTINUING SOUTH 79°28'06" WEST ALONG THE NORTH LINE OF SAID TRACT II AND THE SOUTH RIGHT-OF-WAY LINE OF SAID WALLA WALLA STREET, 43.07 FEET;

THENCE LEAVING THE NORTH LINE OF SAID TRACT II AND THE SOUTH RIGHT-OF-WAY LINE OF SAID WALLA WALLA STREET, SOUTH 10°29'14" EAST, 150.06 FEET TO THE SOUTH LINE OF SAID TRACT II AND THE NORTH LINE OF TRACT I OF SAID STATUTORY WARRANTY DEED TO J & A GROUP, LLC;

THENCE NORTH 79°26'39" EAST ALONG THE LINE COMMON TO SAID TRACT I AND TRACT II, 8.25 FEET TO AN EXTERIOR CORNER OF SAID CITY OF UMATILLA PARCEL;

THENCE LEAVING THE NORTH LINE OF SAID TRACT I AND CONTINUING NORTH 79°33'19" EAST ALONG THE LINE COMMON TO SAID TRACT II AND SAID CITY OF UMATILLA PARCEL, 35.00 FEET TO THE SOUTHEAST CORNER OF SAID TRACT II;

THENCE CONTINUING ALONG A LINE COMMON TO SAID TRACT II AND CITY OF UMATILLA PARCEL, NORTH 10°33'21" WEST, 150.11 FEET TO THE TRUE POINT OF BEGINNING AND END OF THIS PARCEL DESCRIPTION.

CONTAINING: 6477.7 SQUARE FEET (0.15 ACRES), MORE OR LESS.

ALSO, TOGETHER WITH AND SUBJECT TO EASEMENTS, RESERVATIONS, COVENANTS AND RESTRICTIONS APPARENT OR OF RECORD.

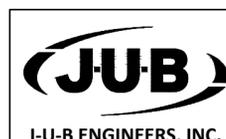
**REGISTERED
PROFESSIONAL
LAND SURVEYOR**

PRELIMINARY

7/14/2021

OREGON
JAN 16, 1996
JOHN JOSEPH SHEA
2751LS

RENEWAL DATE: 6-30-2022



2810 W. Clearwater Ave., Suite 201
Kennewick, WA 99336
p | 509 783 2144 w | www.jub.com

Dwg Name: 33-21-005_LLA

Date: July 14, 2021

Dr: DFG

Ch: JJS

Sheet 3 of 3

Exhibit B

LEGAL DESCRIPTION FOR A VARYING WIDTH WATER LINE EASEMENT

A portion of Tract I of that Warranty Deed to J & A Groups LLC, recorded as Instrument No. 2013-6120020, Records of Umatilla County, Oregon, lying in a portion of the Southeast quarter of the Northeast quarter of Section 15, Township 5 North, Range 28 East, Willamette Meridian, City of Umatilla, Umatilla County, Oregon;

A varying width waterline easement for the installation, operation, maintenance, renewal and replacement of a water pipeline, associated structures, equipment and hardware, over, under and across the following described parcel;

BEGINNING at a Brass cap marking the Northeast corner of said Section 15 (from which a Brass cap marking the Southeast corner of the Northeast quarter of said Section 15 bears South 01°29'15" East, 2693.61 feet);

Thence South 05°01'18" West, 2127.42 feet to the Northeast corner of that certain City of Umatilla parcel described in Statutory Warranty Deed recorded on Reel 180, page 615, Records of Umatilla County, Oregon;

Thence South 79°28'06" West, 65.09 feet to the Northwest corner thereof, said point also being the Northeast corner of Tract II of said Warranty Deed to J & A Groups LLC, Instrument No. 2013-6120020, said point lying on the Southerly right-of-way line of Walla Walla Street at a point 30.00 feet Southerly of the centerline thereof when measured at right angles;

Thence continuing South 79°28'06" West along the Northerly line of said Tract II and the Southerly right-of-way line of said Walla Walla Street a distance of 180.07 feet to the Northwest corner of said Tract II, said point also being on the Easterly right-of-way line of Willamette Avenue at a point 50.00 feet Easterly of the centerline thereof when measured at right angles;

Thence South 10°29'14" East along the Westerly line of said Tract II and the Easterly right-of-way line of said Willamette Avenue a distance of 150.12 feet to the Southwest corner of said Tract II, said point also being the Northwest corner of said Tract I;

Thence leaving the Westerly line of said Tract II and continuing along the Easterly right-of-way line of said Willamette Avenue and the Westerly line of said Tract I, South 10°29'14" East, 98.58 feet to the **TRUE POINT OF BEGINNING** of the easement to be described;

Thence continuing along the Westerly line of said Tract I and the Easterly right-of-way line of said Willamette Avenue, South 10°29'14" East, 18.32 feet;

Thence leaving the Westerly line of said Tract I and the Easterly right-of-way line of said Willamette Avenue, South 48°46'30" East, 44.36 feet to the South line of said Tract I and the Northerly right-of-way line of the Columbia River Highway (a.k.a. US Highway 730), said point being 100.00 feet Northerly of the centerline thereof, when measured at right angles;

Thence South 78°40'57" East, along the South line of said Tract I and the Northerly right-of-way line of the Columbia River Highway 44.70 feet;

Thence leaving the South line of said Tract I and the Northerly right-of-way line of said Columbia River Highway, North 78°43'30" East, 53.18 feet;

Thence North 08°40'34" West, 70.22 feet;

Thence South 81°00'45" West, 15.00 feet;

Thence South 08°40'34" East, 55.81 feet;

Thence South 78°43'30" West, 35.85 feet;

Thence North 78°40'57" West, 37.70 feet;

Thence North 48°46'30" West, 51.85 feet:

Thence South 79°30'46" West, 4.65 feet to the **TRUE POINT OF BEGINNING** and end of this easement description.

TOGETHER WITH AND SUBJECT TO easements, reservations, covenants and restrictions apparent or of record.

07-09-2021

REGISTERED
PROFESSIONAL
LAND SURVEYOR

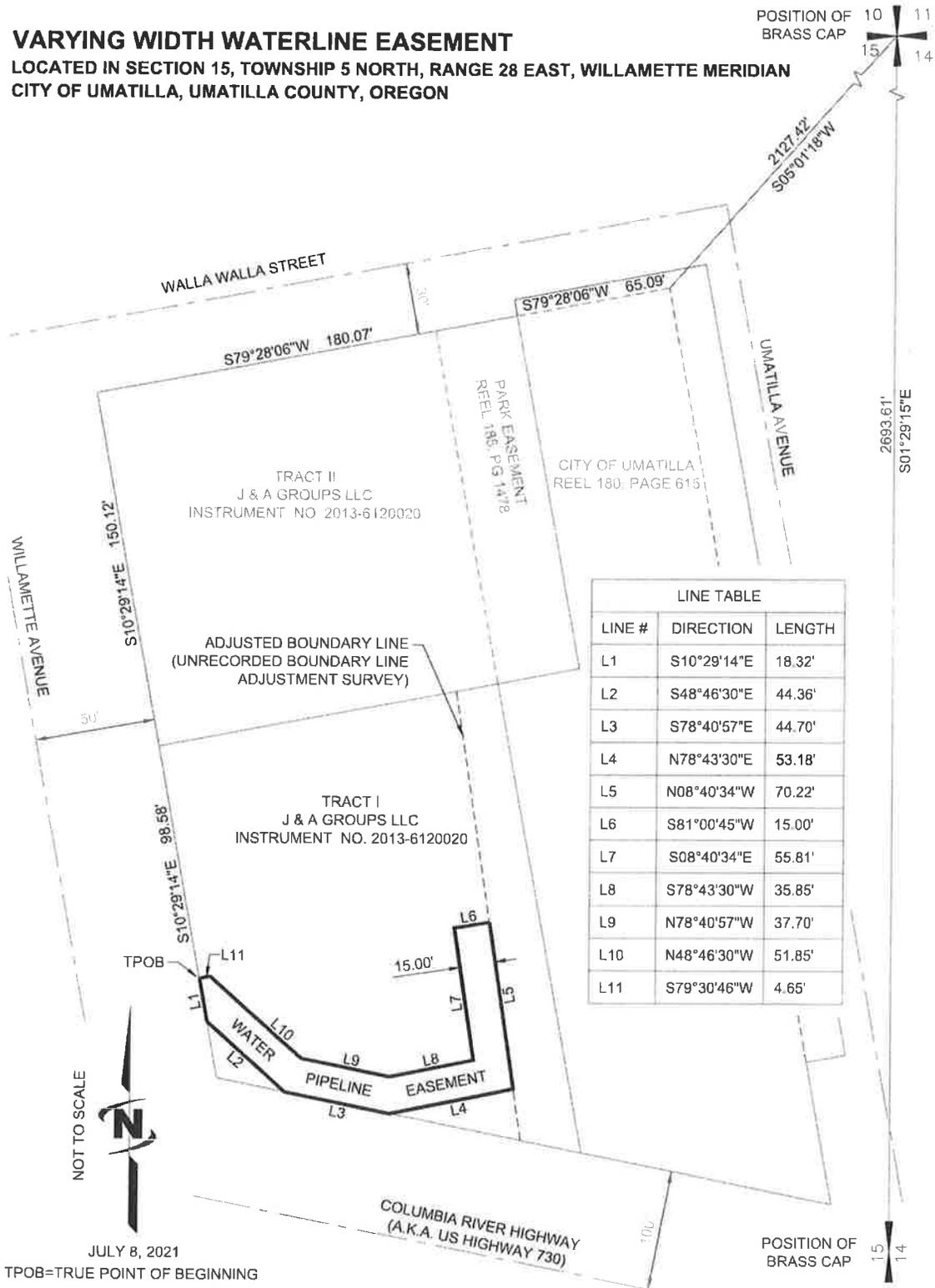


OREGON
JAN 16, 1996
JOHN JOSEPH SHEA
2751LS

RENEWAL DATE: 6-30-22

VARYING WIDTH WATERLINE EASEMENT

LOCATED IN SECTION 15, TOWNSHIP 5 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN
CITY OF UMATILLA, UMATILLA COUNTY, OREGON



LEGAL DESCRIPTION FOR A SANITARY SEWER EASEMENT

A portion of Tract 1 and Tract 2 of that Statutory Warranty Deed to the J & A Groups LLC, recorded in Auditor's File Number 2013-6120020, Records of Umatilla County, Oregon; lying in a portion of the Southeast quarter of the Northeast quarter of Section 15, Township 5 North, Range 28 East, Willamette Meridian, City of Umatilla, Umatilla County, Oregon;

A 20.00-foot wide easement for the installation, operation and maintenance of a sanitary sewer pipeline, said easement lying 10.00 feet on each side of the following described centerline;

BEGINNING at a 2 1/2" Umatilla County Brass cap marking the Northeast corner of said Section 15 (from which an Umatilla County Brass cap marking the Southeast corner of the Northeast quarter of said Section 15 bears South 01°29'15" East, 2693.61 feet);

Thence South 05°01'18" West, 2127.42 feet to the Northeast corner of that City of Umatilla parcel described in that Statutory Warranty Deed recorded on Reel 180, page 615, Records of Umatilla County, Oregon;

Thence South 10°33'20" East along the Easterly line of said City of Umatilla parcel a distance of 321.52 feet;

Thence leaving the Easterly line of said City of Umatilla parcel, North 56°42'59" West, 165.99 feet the **TRUE POINT OF BEGINNING** of the centerline to be described;

Thence continuing North 56°42'59" West, 174.05 feet more or less, to the Westerly line of said Tract 2 and the Easterly line of the Willamette Avenue right-of-way, said point being 50.00 feet Easterly of the centerline thereof when measured at right-angles and the end of this centerline description.

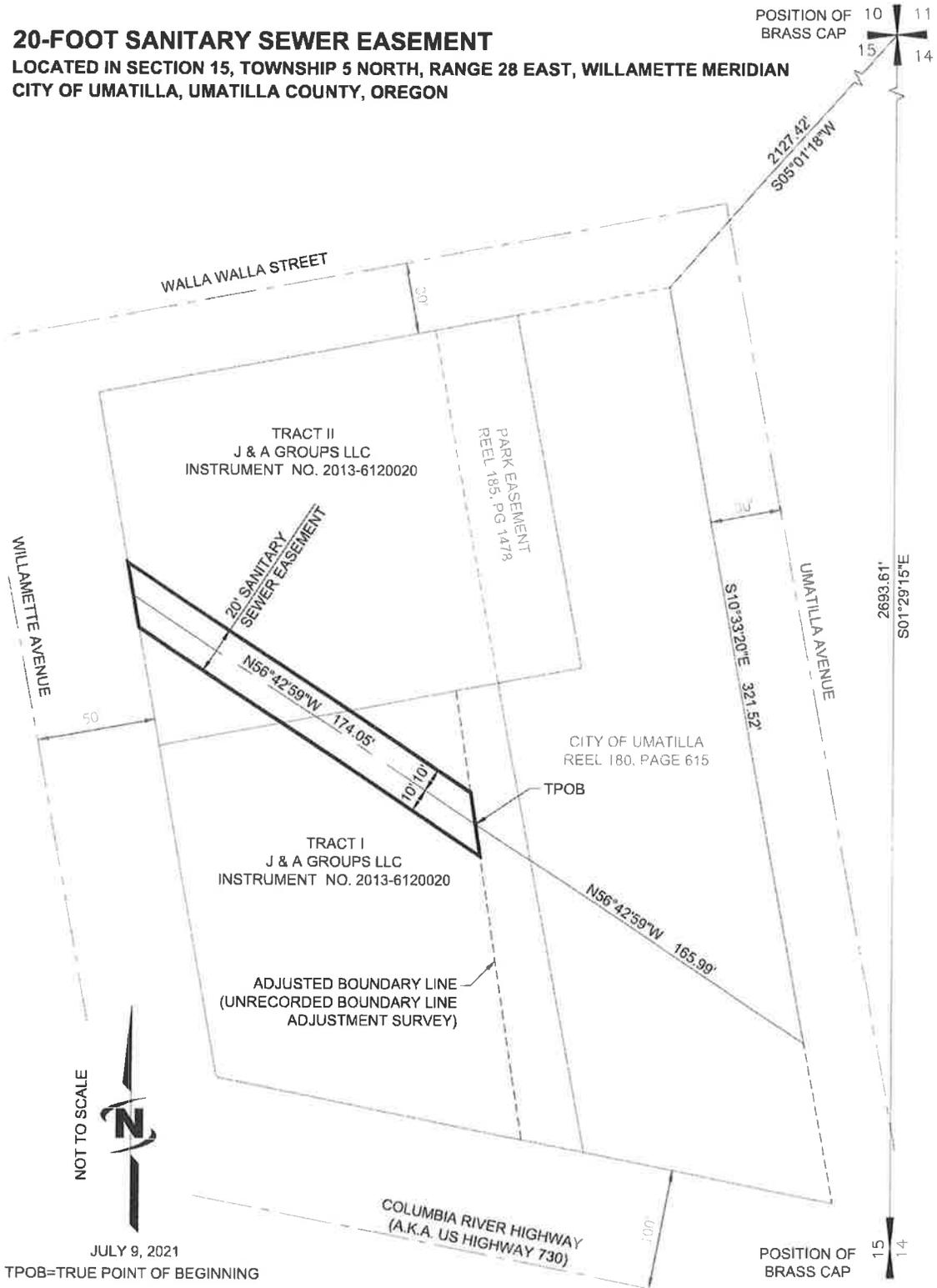
The side lines of said easement being lengthened or shortened to create a uniform strip of land 20.00 feet in width.

TOGETHER WITH AND SUBJECT TO easements, reservations, covenants and restrictions apparent or of record.



RENEWAL DATE: 6-30-20

20-FOOT SANITARY SEWER EASEMENT
 LOCATED IN SECTION 15, TOWNSHIP 5 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN
 CITY OF UMATILLA, UMATILLA COUNTY, OREGON



LEGAL DESCRIPTION FOR A 20.00-FOOT ACCESS EASEMENT

A portion of Tract II of that Warranty Deed to J & A Groups LLC, recorded as Instrument No. 2013-6120020, Records of Umatilla County, Oregon, lying in a portion of the Southeast quarter of the Northeast quarter of Section 15, Township 5 North, Range 28 East, Willamette Meridian, City of Umatilla, Umatilla County, Oregon;

A 20.00 foot wide access easement for ingress and egress to benefit the City of Umatilla for access to Kiwanis Park, over and across the following described parcel;

BEGINNING at a Brass cap marking the Northeast corner of said Section 15 (from which a Brass cap marking the Southeast corner of the Northeast quarter of said Section 15 bears South 01°29'15" East, 2693.61 feet);

Thence South 05°01'18" West, 2127.42 feet to the Northeast corner of that certain City of Umatilla parcel described in Statutory Warranty Deed recorded on Reel 180, page 615, Records of Umatilla County, Oregon;

Thence South 79°28'06" West, 65.09 feet to the Northwest corner of said City of Umatilla, said point also being the Northeast corner of Tract II of Warranty Deed to J & A Groups LLC, Instrument No. 2013-6120020 Records of Umatilla County, Oregon, said point lying on the Southerly right-of-way line of Walla Walla Street at a point 30.00 feet Southerly of the centerline thereof when measured at right angles;

Thence leaving the boundary of said City of Umatilla parcel and continuing South 79°28'06" West along the Northerly line of said Tract II and the Southerly right-of-way line of said Walla Walla Street a distance of 43.07 feet to the **TRUE POINT OF BEGINNING** of the access easement to be described;

Thence continuing South 79°28'06" West along the Northerly line of said Tract II and the Southerly right-of-way line of said Walla Walla Street a distance of 20.00 feet;

Thence leaving the Northerly line of said Tract II and the Southerly right-of-way line of said Walla Walla Street, South 10°29'14" East, 150.07 feet to the line common to Tract I and Tract II of said Warranty Deed to J & A Groups LLC;

Thence North 79°26'39" East along said common line, 20.00 feet;

Thence leaving said common line, North 10°29'14" West, 150.06 feet to the North line of said Tract II, the Southerly right-of-way line of said Walla Walla Street and the **TRUE POINT OF BEGINNING** and end of this access easement description.

Containing 3001.30 square feet, more or less.

TOGETHER WITH AND SUBJECT TO easements, reservations, covenants and restrictions apparent or of record.

07-14-2021

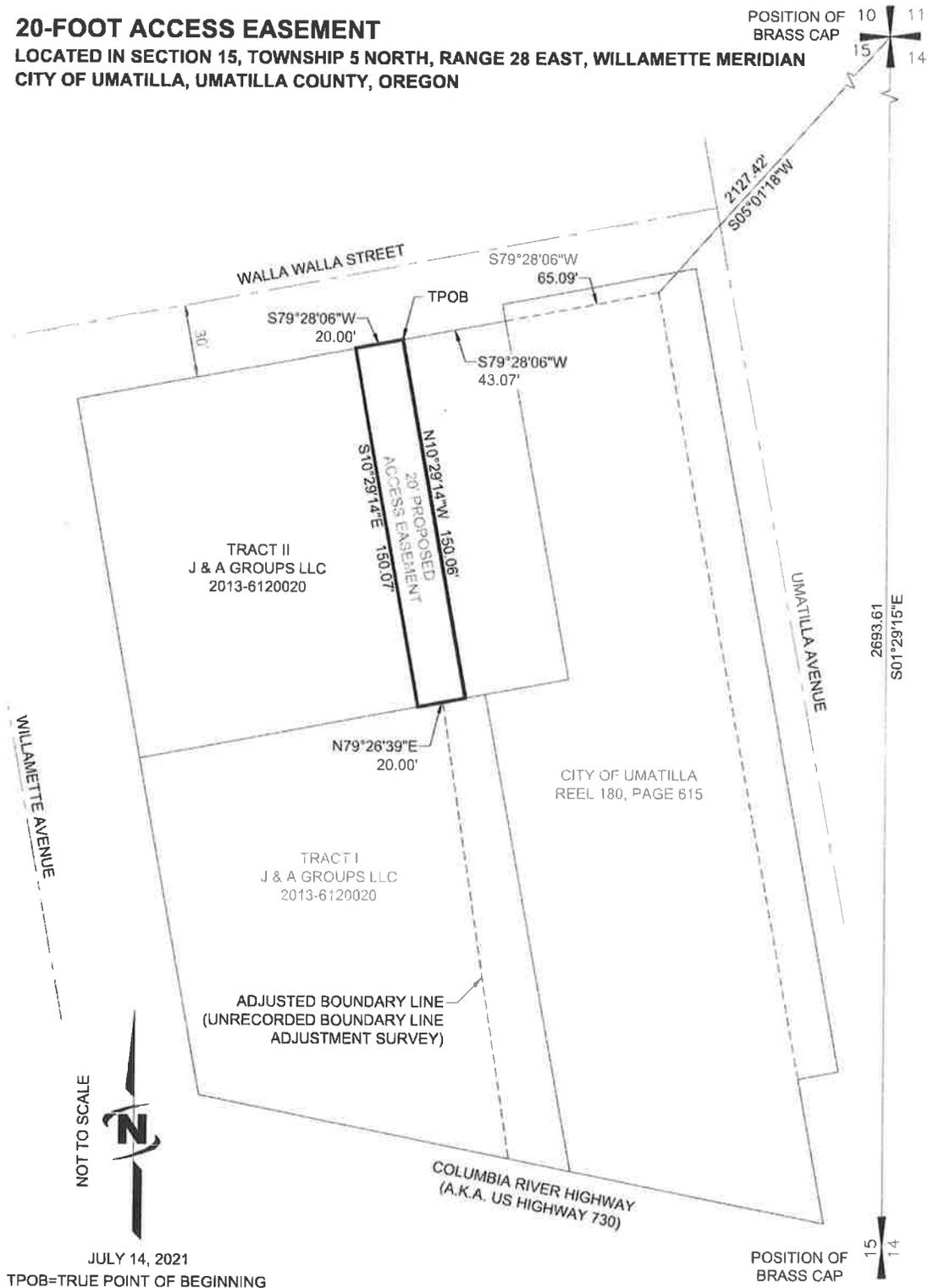
**REGISTERED
PROFESSIONAL
LAND SURVEYOR**

John Joseph Shea
OREGON
JAN 16, 1996
JOHN JOSEPH SHEA
2751LS

RENEWAL DATE: 6-30-22

20-FOOT ACCESS EASEMENT

LOCATED IN SECTION 15, TOWNSHIP 5 NORTH, RANGE 28 EAST, WILLAMETTE MERIDIAN
CITY OF UMATILLA, UMATILLA COUNTY, OREGON



NOT TO SCALE



JULY 14, 2021

TPOB=TRUE POINT OF BEGINNING

POSITION OF BRASS CAP

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: Resolution No. 08-2022 - A resolution authorizing the City Manager to sign and record a deed for the purchase of real property.	Meeting Date: 2021-08-17
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Department: Community Development	Director: Brandon Seitz	Contact Person: Brandon Seitz	Phone Number:
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Cost of Proposal: \$272,000.00 Amount Budgeted: \$500,000.00	Fund(s) Name and Number(s): Capital Reserve - 05
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Reviewed by Finance Department: Yes	Previously Presented: 8/2/2021
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Attachments to Agenda Packet Item:

[Resolution 08-2022.docx](#)

Summary Statement: Motion to approve Resolution No. 08-2022 City Council authorized the City Manger to negotiate the purchase of real property at their August 2, 2021 Council meeting. the property is identified as Tax Lots 404 on Assessors Map 5N2808DD (TLID # 5N2808DD00404). The parties have agreed to a purchase price of \$272,000.00 for said real property as contained in a Real Estate Purchase Agreement made on August 11, 2021

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

RESOLUTION NO. 08-2022

A RESOLUTION AUTHORIZING THE CITY MANAGER TO SIGN AND RECORD A DEED FOR THE PURCHASE OF REAL PROPERTY

WHEREAS, the Umatilla City Council at their August 2, 2021, meeting authorized the City Manager to negotiate the purchase of real property; and

WHEREAS, said real property is identified as Tax Lots 404 on Assessors Map 5N2808DD (TLID # 5N2808DD00404), more particularly described on the attached Exhibit A; and

WHEREAS, the City Manager and Boyd D. Sharp Trust have agreed to a purchase price of \$272,000.00 for said real property as contained in a Real Estate Purchase Agreement made on August 11, 2021.

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

1. The City Manager is authorized to sign and record a deed and other documents necessary for a purchase price of \$272,000.00 to finalize the purchase of real property identified as Tax Lots 404 on Assessors Map 5N2808DD (TLID # 5N2808DD00404), more particularly described on the attached Exhibit A.

PASSED by the Council and **SIGNED** by the Mayor this 17th day of August, 2021.

Mary Dedrick, Mayor

ATTEST:

Nanci Sandoval, City Recorder

EXHIBIT A

(Commonly known as Tax Lots 404 on Assessors Map 5N2808DD; Tax Accounts # 156260)

Legal Description:

The East 20 feet of Lot 6 and all of Lots 7, and 8, Block 3, McNary Addition to the City of Umatilla, Umatilla County, Oregon and all that portion of the Southerly Half of the vacated alley, vacated by Umatilla City Ordinance No. 361 recorded in Microfilm R-77, Page 465, Umatilla County Records laying Northerly of and adjacent to the above described lands.

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title:

Potential IGA with Hermiston & Umatilla County to develop a Preliminary Engineering Report to consider a potential bridge across the Umatilla River at Elm or Punkin Center

Meeting Date:

2021-08-17

Department:

City Administration

Director:

David Stockdale

Contact Person:

David Stockdale

Phone Number:

Cost of Proposal:

\$30,000

Amount Budgeted:

\$30,000

Fund(s) Name and Number(s):

General Fund - 01

Reviewed by Finance Department:

Yes

Previously Presented:

n/a

Attachments to Agenda Packet Item:

[Memo on Elm or Punkin Center Bridge.docx](#)

[Umatilla River Bridge Feasibility MOU.doc](#)

[Anderson Perry SOW for Umatilla Bridge over Elm or Punkin Center.pdf](#)

Summary Statement:

Discussion Only

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

700 6th St Umatilla, OR 97882
Ph: 541-922-3226 Fax: 541-922-5758
www.umatilla-city.org

MEMORANDUM

Date: August 17, 2021

To: Umatilla City Council & Mayor

From: David Stockdale, City Manager, City of Umatilla

Re: Potential IGA with Hermiston & Umatilla County to develop a Preliminary Engineering Report to consider a potential bridge across the Umatilla River at Elm or Punkin Center

Umatilla County, particularly West Umatilla County, Hermiston and Umatilla are experiencing historical growth. As our communities grow demands on our local transportation systems recognize a significant impact. The need for multiple routes and multimodal transportation options are at the core of a safe and successful transportation network. The Cities of Umatilla and Hermiston, together with Western Umatilla County, are realizing road use above some routes' original design and Level of Service (LOS). Streets like Bridge St and others are especially impacted with the significant growth along Powerline Rd. in Umatilla and in Hermiston and the unincorporated areas of the County.

The City of Hermiston has received a draft Scope of Work (SOW) from Anderson Perry & Associates, Inc. (AP) to create a Preliminary Engineering Report for a potential bridge that would span the Umatilla River as an extension of either W. Elm Avenue or W. Punkin Center Road. This SOW would provide a SWOT (Strength, Weakness, Opportunity, and Threat) analysis for these two bridge options and establish objectives for a potential future project.

The cost for this work is \$130,000. Hermiston was looking at potential grant opportunities to fund this project (and will continue to do so), but discussions between them and us and the County has led to consideration by our elected Councils/Boards to consider partnering together through an IGA to streamline this work by pooling our resources to start the project now. The shared cost is proposed: Hermiston and County to pay \$50,000/each and Umatilla to pay \$30,000.

As the City prepares to update our TSP and as we diligently work to adequately address our historic growth, I am recommending that we enter into a partnership agreement with Hermiston and Umatilla County to complete this work.

MEMORANDUM OF UNDERSTANDING

DATE: August 3, 2021

PARTIES: CITY OF HERMISTON
CITY OF UMATILLA
UMATILLA COUNTY

PURPOSE: To document an understanding between the parties as to how the entities intend to jointly fund a Preliminary Engineering Report examining viable options for a vehicle bridge over the Umatilla River.

RECITALS: Increased connectivity between Hermiston and Umatilla will generally be beneficial to continued economic growth of both communities.

Construction of a new vehicle bridge across the Umatilla River generally appears to increase inter-community connectivity.

The City of Hermiston's adopted Transportation System Plan has, since 2001, included future plans for bridges aligning with both Elm Avenue and Punkin Center Road.

Capital construction costs associated with a new bridge are anticipated to be at least \$20 million, and well beyond the ability of any of the partners individually, or jointly, to afford.

The parties wish to pursue outside funding to significantly assist with capital construction costs.

Due to the size and complexity of the project, a significant amount of preliminary engineering analysis is necessary in order to appropriately assure potential internal & external funding partners of the project's viability.

Anderson Perry & Associates Engineering, Inc. has provided the City of Hermiston with a Scope of Work to prepare a Preliminary Engineering Report, which is attached to this MOU. Work items in the PER include:

- Strengths, Weaknesses, Opportunities, & Threat (SWOT) analysis comparing both potential bridge locations.
- Preliminary Transportation Impact Analysis.
- Environmental, Cultural, and Permitting Review
- Right of Way & Land Acquisition Analysis

- Conceptual layout design for both potential bridge locations.
- Preliminary construction cost estimates.

Anderson Perry & Associates has agreed to provide the PER work for \$130,000.

UNDERSTANDING: Now, THEREFORE, the parties document their intentions as follows;

1. The parties agree to share the cost of the PER as:
 - a. City of Hermiston- \$50,000
 - b. Umatilla County- \$50,000
 - c. City of Umatilla- \$30,000
2. The City of Hermiston will act as the owner and point of contact for Anderson Perry, with other parties reimbursing the City of Hermiston.
3. All parties agree to collaborate on this project in good faith.
4. More detailed consideration of potential future partnerships, funding, ownership, etc. are all contingent upon the results of this Preliminary Engineering Report. Therefore, this MOU does not create any expectation of future commitments by any party.

CITY OF HERMISTON

By: _____ Date: _____

CITY OF UMATILLA

By: _____ Date: _____

UMATILLA COUNTY

By: _____ Date: _____



SCOPE OF WORK
April 8, 2020

GENERAL

This Scope of Work (SOW) outlines the tasks and estimated fees associated with Anderson Perry & Associates, Inc. (Engineer) preparing a Preliminary Engineering Report (PER) for the City of Hermiston (Owner) for a potential bridge that would span the Umatilla River as an extension of either W. Elm Avenue or W. Punkin Center Road just west of the City of Hermiston in Umatilla County, Oregon.

The PER will generally include a Strength, Weakness, Opportunity, and Threat analysis for the two bridge options and will include establishing objectives for a potential project. As part of the PER, environmental and cultural resource evaluations will be conducted. The Engineer will also investigate any other permits, easements, land acquisition, and other infrastructure improvements that may be needed. A preliminary traffic impact analysis will be performed as part of the PER.

The PER work is anticipated to require the following tasks:

TASK NO. 1 - PROJECT MANAGEMENT AND COORDINATION

The Engineer shall provide project management and coordination of all tasks in this SOW, including:

1. Attend up to four meetings with the Owner, including an initial meeting to discuss overall transportation system conditions, areas of concern, and ideas on improvement options. Subsequent meetings will be held to review the progress of work, present alternatives, and assist the Owner in making key decisions relative to the preparation of the PER.
2. Prepare initial project schedule and updates as needed.
3. Provide quality assurance and quality control review of all documents.
4. Prepare and distribute agenda and minutes for all meetings.

TASK NO. 2 - PRELIMINARY TRANSPORTATION IMPACT ANALYSIS

This task reflects the preliminary understanding of the Umatilla Bridge options and is based on conversations with Owner staff. Other items may be included. Following is a list of items anticipated to be provided by the Engineer related to Task No. 2:

Site Visit/Data Collection. The Engineer will visit the City of Hermiston to observe existing traffic flow patterns and will identify existing physical and operational characteristics of the transportation system in the vicinity of each potential bridge location. If needed, traffic counts may also be conducted at key intersections during peak traffic



periods. The data gathering effort will include obtaining existing available traffic count data and crash data that may be available.

Transportation Impact Analysis. The Engineer will take data and information gathered and will estimate the assumed future build-out year (assumed to be 2025) background traffic conditions within the site vicinity and along the main arterial and collector streets that are anticipated to be impacted by the installation of a bridge. These estimates will be based on current growth trends, identified in-process developments, and transportation improvement projects in the study area. Based on these data, the Engineer will develop and estimate trip distribution patterns for the proposed bridge options. As part of the analysis, the Engineer will identify potential multimodal circulation deficiencies in the study area and determine feasible mitigation measures if necessary.

Report of Findings. The Engineer will produce a formal report, including text, figures, and tables, that summarizes the results of the data gathering and analysis discussed above. The report will be an appendix to the PER.

Assumptions: The Engineer assumes the following to perform Task No. 2:

- The Owner shall make available all maps, records, reports, and any other information relative to the Owner's existing transportation system and corresponding infrastructure.
- The Engineer will hire a subconsultant to prepare the transportation impact analysis.

TASK NO. 3 - PERMITTING, ENVIRONMENTAL, AND CULTURAL RESOURCES

This task will involve investigating potential permitting, environmental, and cultural resources requirements that would be necessary to implement each bridge option as follows:

Environmental/Permitting Review. The Engineer will conduct a site visit and perform an environmental review to identify potential wetland impacts, the presence of threatened or endangered species, or other environmental concerns within the limits of the proposed improvements.

Cultural Resource Review. Anticipated archaeological services for this project include a desktop review (literature review), which is composed of the following work items:

Gather available archaeological site, archaeological survey, and historic-period built resource data from a variety of sources. Previous survey and site information will be gathered utilizing the Oregon Archaeological Records Remote Access database. Site and survey data will be collected for areas within the area of potential effect (APE) and within a 2-mile radius of the APE. Previous historic-period built resource data will be gathered utilizing the Oregon Historic Sites Database. This task also includes examination of readily available maps and images including, but not limited to, historical General Land Office maps, U.S. Geological Survey topographic maps, Metsker maps, county or city engineering records, newspaper articles, and historic-period aerial photos to identify other potential cultural resource sites or gain more information concerning known cultural resources within or adjacent to the APE.

The following additional services related to the historical and cultural resources review are not included as part of this SOW, but may be added by amendment to this SOW if necessary:



- Archaeological permit for subsurface testing.
- A cultural resource inventory, including the execution of pedestrian and subsurface survey.
- A Memorandum of Agreement (MOA) to detail mitigation measures if the Oregon State Historic Preservation Office deems that mitigation measures are necessary for the project's potential effects on historical properties.
- Curation fees associated with artifacts discovered during fieldwork.
- Additional documentation or other work resulting from the conditions of the MOA.
- Any additional work beyond that specifically described that may be required by the state agencies involved. This work could include conducting archaeological monitoring, performing archaeological site testing, and/or mitigation.

Assumption: The Engineer assumes the following to perform Task No. 3:

- The Owner shall make available all records, reports, correspondence, and any other available information relative to the Owner's existing transportation system as it pertains to this potential project.

TASK NO. 4 - EASEMENTS/RIGHT-OF-WAY NEEDS

This task will involve identifying needed easement and right-of-way acquisitions to implement a given proposed option. This task would involve gathering existing land use data and result in maps showing existing and proposed land use/owners. Costs for acquiring needed land for these purposes would be estimated under this task.

Assumptions: The Engineer assumes the following to perform Task No.4:

- The Owner shall locate and provide access to existing collection system components as requested by the Engineer.

TASK NO. 5 - DEVELOPMENT OF TRANSPORTATION SYSTEM IMPROVEMENTS

Recommendations for improvements to the transportation system will be provided in the PER. These improvements will include a bridge, roadway improvements, and other associated infrastructure. It is not the intent of the PER to design the various components of the two options in detail but rather to show conceptual layouts of the two options. Design components shown on a conceptual level will be in sufficient detail to provide high-level total project costs with appropriate contingency to allow for unknowns to the potential project. As part of this task, the Engineer will identify potential funding sources available for implementation of the project.

TASK NO. 6 - DEVELOPMENT OF THE PRELIMINARY ENGINEERING REPORT DOCUMENT

The Engineer will prepare and present copies of a draft PER summarizing the results of the planning effort to the Owner for review and comment. After comments are received regarding the draft PER from the Owner, copies of the final PER will be prepared and presented to the Owner.

The Engineer will provide the following services as part of the development of the PER document:



- Develop draft PER
- Internal review of draft PER
- Present draft PER to Owner’s staff for review
- Develop final draft PER
- Present final draft PER to the City Council
- Distribution to and review of final draft PER by the Owner
- Make final PER revisions requested by the Owner

Deliverables

- Draft PER
- Final draft PER
- Final PER

ADDITIONAL SERVICES

In addition to the foregoing tasks being performed, the following services may be provided by the Engineer when requested by the Owner in writing, as required. If additional services are requested, the scope and fees will be added by amendment to this SOW or under a separate Work Order.

Potential items include:

1. Design engineering services
2. Project funding assistance
3. Perform special tests, specialized studies, or tests other than previously outlined herein that may be required on the project

ESTIMATED FEE

The estimated fee for all tasks outlined herein (except Additional Services) is \$130,000, to be billed on an hourly fee basis, plus direct reimbursable expenses. This amount shall not be exceeded without notification to and written approval from the Owner.