



HERMISTON CITY COUNCIL

180 NE 2nd Street – Hermiston, OR 97838

Regular Meeting

September 26th, 2016

A G E N D A

Where Life is Sweet

1. **CALL MEETING TO ORDER**– 7:00 pm
2. **DECLARATION OF QUORUM**
3. **FLAG SALUTE**
4. **PROCLAMATIONS, PRESENTATIONS & RECOGNITIONS**
 - A) Update Presentation from Faith Based Advisory Committee – James Lafollette
5. **CITIZEN INPUT ON NON-AGENDA ITEMS** (Anyone wishing to bring anything before the council that is not on the agenda is asked to please do the following: 1. Limit discussion to not more than FIVE minutes; 2. State your name and address; 3. Direct your comments to the Mayor.)
6. **CONSENT AGENDA**
 - A) Minutes of the September 12th, regular City Council meeting.
 - B) Minutes of the July 13th, Planning Commission meeting.
 - C) Minutes of the August 15th, Hispanic Advisory Committee meeting.
 - D) Announcement of standing committee vacancy for the unexpired portion of a 3-year term beginning November 1st, 2016 and ending October 31st, 2019.
Airport Advisory Committee- position #5
Parks and Recreation Committee- positions #4, #5, #6 and #7.
(Deadline for submitting applications is September 26th, 2016.)

Action – Motion to approve consent agenda items. Roll Call
7. **ITEMS REMOVED FROM CONSENT AGENDA**
8. **PUBLIC HEARINGS**
9. **RESOLUTIONS & ORDINANCES**
 - A) Resolution 2040- Consider approval to allow the install of two “STOP” signs; North and South bound on E. McNary Street at NE Beebe Avenue.
Motion to approve and lay upon the record. Roll Call

10. OTHER

A) August Financial Report

Action- Motion to Approve. Roll Call

11. COMMITTEE REPORTS

A) City Committees and Liaison: Airport Advisory, Budget, Hispanic Advisory, Library Board, Parks & Recreation, Planning Commission, Recreation Projects Fund, Faith-Based Advisory, Community Enhancement, Public Safety, Public Infrastructure, Transit Planning, Festival Street Design.

B) Mayor’s Report –

C) Council Report –

D) Manager’s Report-

12. ADJOURNMENT

<u>UPCOMING MEETINGS AND EVENTS</u>		
(At City Hall unless otherwise specified)		
Sept 26	6:00 pm	City Council Work Session
Sept 26	7:00 pm	City Council Meeting
Sept 28	4:00 pm	Library Board Meeting (Library)
Sept 30	7:00 am	EOTEC Meeting (1705 E. Airport Rd)
Oct 4	4:30 pm	Faith-Based Advisory Committee Meeting
Oct 5	4:00 pm	Airport Advisory Committee Meeting (Airport)
Oct 10	4:30 pm	Public Infrastructure Committee Meeting
Oct 10	6:00 pm	City Council Work Session
Oct 10	7:00 pm	City Council Meeting
Oct 12	7:00 pm	Planning Commission Meeting
Oct 13	5:30 pm	Parks and Recreation Committee Meeting
Oct 14	7:00 am	EOTEC Meeting (1705 E. Airport Rd)
Oct 17	7:00 pm	Hispanic Advisory Committee Meeting
Oct 18	5:00 pm	Transit Planning Committee Meeting

HERMISTON CITY COUNCIL

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September 12th, 2016

Mayor Drotzmann called the regular meeting to order at 7:00 pm. Present were Councilors Myers, Hardin, Gutierrez, Kirwan, Davis, and Smith. Councilors Beas-Fitzgerald and Primmer were excused. Staff members in attendance were City Manager Byron Smith, City Attorney Gary Luisi, Assistant City Manager Mark Morgan, Kelly Parsons, Clinton Spencer, Bill Schmittle, Roy Bicknell, Larry Fetter, Ron Sivey, Roberto Herrera, Judge Creasing, and Lilly Alarcon-Strong. News media present was Jade McDowell of the East Oregonian and Michael Cane of NE Oregon Now. The pledge of allegiance was given.

Recognition- Robert Herrera

Mayor Drotzmann presented the ODOT Development Technology Transfer Center, Oregon Road Scholar Level One Program Certificate to Robert Herrera.

Street Superintendent Ron Sivey stated Mr. Herrera completed the program within one year, two years faster than anyone else has. Mr. Herrera is now more knowledgeable on road maintenance, repairs, and road building skills.

Mayor Drotzmann congratulated and thanked Mr. Herrera for all his hard work achieving this level of education and encouraged his continued education.

Presentation- Certificate of Achievement for Excellence in Financial Reporting

City Manager Smith stated the City of Hermiston has received its 26th consecutive Certificate of Achievement for Excellence in Financial Reporting as given by the Government Finance Officers Association. This award represents the City's good government accounting principles and that the City is accurately reporting financial statements.

Mayor Drotzmann stated this is a great achievement for the City of Hermiston and the Finance Department, and thanked the City staff for their work.

Consent Items

Councilor Gutierrez moved and Councilor Kirwan seconded to approve all Consent Agenda items, to include:

1. Minutes of the August 22nd, regular City Council meeting.
2. Minutes of the May 19th and July 14th, Parks and Recreation Committee meeting.
3. Minutes of the July 27th, Faith-Based Advisory Committee special meeting.
4. Minutes of the August 3rd, Airport Advisory Committee meeting.
5. Announcement of standing committee vacancy for the unexpired portion of a 3-year term beginning November 1st, 2016 and ending October 31st, 2019.
Airport Advisory Committee- position #5
Parks and Recreation Committee- positions #4, #5, #6 and #7.
(Deadline for submitting applications is September 26th, 2016.)

Motion carried unanimously.

Resolution 2038- Approval of a Franchise agreement to Fatbeam, LLC for fiber optic service to the Hermiston School District. - was read and discussed. City Manager Smith stated Fatbeam, LLC was awarded the School Districts bid to provide fiber optic services.

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Assistant City Manager Morgan stated this is a very standard franchise agreement that is specifically only for the school district at his time. Because this is a new contract, it will be difficult to estimate how much additional revenues this will bring in.

Councilor Smith moved and Councilor Hardin seconded to approve Resolution No. 2038 and lay upon the record. Motion carried unanimously.

Resolution 2039- Approval to install two "STOP" signs on N.W. 5th Street at W. Madrona Ave.- was read and discussed. City Manager Smith stated this was a request from a resident that felt this intersection was becoming dangerous.

Mayor Drotzmann stated he would like to see a visual of the proposed intersection in the future.

Councilor Myers stated she recently went through this intersection and does believe these STOP signs are needed.

Councilor Davis moved and Councilor Kirwan seconded to approve Resolution No. 2039 and lay upon the record. Motion carried unanimously.

Umatilla County Emergency Dispatch services Contract

City Manager Smith stated a few years ago the City entered into an agreement for dispatch services with Umatilla County. With any new contract or service there are always some bumps to overcome, one of these issues were that smaller jurisdictions were not making contributions to the system which brought up the calculation formula that was being used. The County formed a committee that consisted of members from each jurisdiction to address these issues and make the new formula workable for every jurisdiction. The contract amount was approved in the budget, this contract is to approve the formula and includes an increase of \$50,000.00/yr, but the jurisdictions feel that this is a sustainable formula with all contributing. The City feels that the new contract is reasonable and recommends the Council approve the contract.

Councilor Kirwan stated he remembers the initial distich move would save the City \$200,000.00/yr; will there be a steady increase of \$ 50,000.00/yr as our population continues to grow.

City Manager Smith stated no, he does not believe so. This is to stabilize the formula based on assessed valuation that all cities agreed upon.

Mayor Drotzmann stated the City is growing faster than the communities around us and asked if there is a cap.

City Manager Smith stated there is no cap at this point, but there is an advisory committee that will look at this on an annual basis to make sure this is still workable. Originally, only Pendleton and Hermiston had contracts and were paying fees; now all smaller surrounding communities and fire districts will also contribute to this contract, as well as more 911 taxes.

Mayor Drotzmann asked who is represented on the advisory committee.

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City Manager Smith stated representatives are from Hermiston, Pendleton, Stanfield, Umatilla, Umatilla Fire District 1, and another representative from one of the smaller fire districts.

Mayor Drotzmann asked Chief Edmiston how he feels the Dispatch Service is serving Hermiston.

Chief Edmiston stated he believes everything is going well, there is better communication, but he is most interested in the operations side of it all. Overall, he is pleased with the dispatch service.

Councilor Smith stated he has heard complaints that it is a frustrating system trying to reach a police officer and frustration because the police department is not open after 5:00 pm to help with concerns.

Chief Edmiston stated he believes the phone system is as user friendly as it can get, and the Police Department is open 9:00 am to 5:00 pm M-F, but dispatch can be reached 24 hours a day. There is also a phone located to the right of the outside door that dials directly to dispatch services.

After some discussion Councilor Davis moved and Councilor Kirwan seconded to approve the agreement for dispatch services with Umatilla County. Motion carried unanimously.

Mayor Drotzmann thanked the County for their partnership.

Committee Report

Hispanic Advisory Committee Meeting: Councilor Gutierrez stated the Committee meets next week.

Parks and Recreation Committee: Councilor Myers stated the Committee met last week and reviewed the status of the parks that are currently under remodel, as well as the four committee vacancies, which the committee plans to rotate back to their original terms. There has also been discussion of a disk golf field. Councilor Myers stated all adult and children programs are completely filled, and the Parks and Recreation Department just launched a new app for apple and android products so people can be very interactive with this app .

Mayor Drotzmann asked Parks and Recreation Director Larry Fetter when all parks will be completed.

Mr. Fetter stated Newport Park will be completed this fall, Sunset and Greenwood Park will be completed in the spring. A kiosk was also added at McKenzie Park as an Eagle Scout Project.

Transportation Planning Committee: Councilor Hardin stated the Committee will meet tomorrow.

Faith-Based Advisory Committee: Councilor Hardin stated the Committee is moving forward with Hermiston Family Promise and will be meeting with City Manager Smith to finalize a partnership with Made to Thrive. First responders and veterans were also honored on September 10th at McKenzie Park for Patriots Day.

Mayor's Report

Mayor Drotzmann reminded the Council the LOC Conference is at the end of the month. Everyone attending should have received all their information from Executive Assistant Lilly Alarcon-Strong.

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City Manager Smith stated this year, the NLC Conference will be held November 16th-19th in Pittsburgh.

Mayor Drotzmann stated Reese Beal from Rocky Heights wrote a letter asking the mayor to form a Kid agency to help police officers look for smaller clues that officers may not find as they are too tall. Mayor Drotzmann stated he is looking forward to writing back regarding this request.

Mayor Drotzmann thanked Water Superintendent Roy Bicknell for taking pictures of the Council, as the City will be using these pictures in the updated website and other items.

Councilor Report

Councilor Gutierrez congratulated Mr. Herrera for representing the Hispanic community with his hard work in accomplishing what he did in that timeline; and thanked Parks and Recreation Larry Fetter for hiring a disabled man to work in his department.

Mr. Fetter, Councilor Gutierrez, and Mayor Drotzmann stated he is a very hard working individual and is doing an extremely good job.

Manager's Report

City Manager Smith stated EOTEC held a Special Meeting today, where they awarded the Rodeo Construction to Hendon Construction for \$3.991 million. The Construction Subcommittee will continue to work with Hendon to stretch every dollar. Construction is expected to start by in October.

Mayor Drotzmann stated he received news that the Farm Fair will be moving to EOTEC.

Councilor Davis asked if there will be paid parking for the fair.

City Manager Smith stated the Fair will establish this.

City Managers Report

City Manager Smith stated the City is moving forward with its Branding efforts. T- shirts and tanks are being sold at City Hall for \$10.00, the water tower will be painted by October 15th, new business cards and letter heads are on order, and work is being done to redesign the website, and replace park signs.

Adjournment

There was no other business, and Mayor Drotzmann adjourned the regular meeting at 7:42 pm.

SIGNED:

/s/Dave Drotzmann

MAYOR

ATTEST:

/s/Lilly Alarcon-Strong

ASSISTANT CITY RECORDER

HERMISTON PLANNING COMMISSION

Regular Meeting

July 13, 2016

Chairman Saylor called the meeting to order at 7:00 PM. Commissioners Doherty, Flaiz, Caplinger, Fialka, Hamm and Rebman were present. Commissioners Medelez and Erz were absent.

Minutes

Minutes of the June 8, 2016 regular Planning Commission meeting were approved.

Hearing- Major Variance

The planning commission is holding a hearing to consider a request for a major variance. The request must be approved by the planning commission subject to the criteria established in §157.225 of the Hermiston Code of Ordinances. The applicant wishes to obtain a variance from §157.025 (D) 3 of the Hermiston Code of Ordinances which establishes rear yard setback requirements in a (R-1) Single Family Residential zone. The applicant, Dave Otnes, proposes to construct a shop that will be three feet into the ten foot setback. The property is described as 4N 28 15AB Tax Lot 10500 and is located at 1035 W Judith Pl.

Chairman Saylor asked if any commissioners had a conflict of interest. Hearing none, the hearing was opened at 7:01 and the following guidelines were read:

- a. The applicable substantive criteria relied upon by the City in rendering the decision to grant the variance are contained in §157.225 of the Hermiston Code of Ordinances.
- b. Testimony and evidence must be directed toward the criteria described above or other criteria in the comprehensive plan or land use regulations which the person believes apply to the decision.
- c. Failure to raise an issue by the close of the record at or following the hearing, in person or by letter, precludes appeal to the Land Use Board of Appeals (LUBA) or the city council based on that issue.
- d. Failure to raise an issue with sufficient specificity to afford the decision maker and the parties an opportunity to respond to that issue precludes appeal to LUBA or the city council based on that issue.
- e. Failure to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow the local government or its designee to respond to the issue precludes an action for damages in circuit court.
- f. Prior to the conclusion of the evidentiary hearing, any participant may request an opportunity to present additional evidence, arguments or testimony regarding the application. The planning commission shall grant such a request by continuing the public hearing pursuant to ORS 197.763(6)(B) or leaving the record open for additional written evidence, arguments or testimony pursuant to ORS 197.763(6)(C).

For this hearing, the process begins with the staff report, followed by testimony from the applicants and any other supporters of the application. This will be followed by opponents to the application. Finally, a rebuttal by the applicant will be allowed. The public hearing portion of the procedure will then be closed, and the planning commission will consider the information and testimony received and may render a decision.

The staff report was presented by City Planner Clinton Spencer.

Testimony

Dave Otnes, 1035 W Judith Pl. Mr. Otnes stated he needs a shop. The proposed plan puts only a small corner of the shop in the setback.

The hearing was closed at 7:13.

Findings of Fact

Exceptional or extraordinary conditions apply to the property that do not apply generally to other properties in the same zone or vicinity, which conditions are a result of lot size, shape, topography or other circumstances over which the applicant has no control.

1. The property is an unusual configuration with few right-angle lot line intersections and no straight front lot line. This configuration creates few buildable areas which can meet setbacks and not interfere with existing buildings.
2. The property contains a 25 foot irrigation easement for a buried irrigation pipe. This irrigation easement renders a large portion of the rear yard unbuildable.
3. Areas not constrained by existing buildings, irrigation easements, or odd lot line angles are limited.
4. Construction of the shop at the standard 10 foot setback line will require moving an existing patio or constructing a smaller shop.

The variance is necessary for the preservation of a property right of the applicant that is substantially the same as is possessed by owners of other property in the same zone or vicinity.

5. The variance is necessary to build the structure and make full use of the property.
6. The majority of the shop will be located outside of the setback area with only a portion of the northeast corner of the building encroaching.

The authorization of the variance shall not be materially detrimental to the purposes of the zoning ordinance, be injurious to property in the zone or vicinity in which the property is located, or be otherwise detrimental to the objectives of any development pattern or policy.

7. The variance will allow only a small portion (roughly 24 square feet) to encroach into the setback area and not allow an entire wall of the structure to encroach.
8. Any variance approved is vetted by the planning commission through the public hearing process and duly noticed to neighboring property owners and the public at large. This process guarantees an opportunity that all public concerns will be voiced to the planning commission.

It is impractical to maintain the zoning ordinance requirements and at the same time build, erect or use the structure.

9. The variance is necessary for the construction of a 12' x 28' shop.
10. The applicant considers the 12' x 28' size to be optimal for workshop purposes. A smaller size which fits within the zoning requirements is not practical for some shop related uses.

The variance requested is the minimum variance from the provisions and standards of the zoning ordinance which will alleviate the hardship.

11. As stated in Finding #10, the applicant considers the 12' x 28' size to be optimal for workshop purposes. A smaller size which fits within the zoning requirements is not practical for some shop related uses.

Commissioner Caplinger moved and Commissioner Fialka seconded to approve the findings as written. Motion passed unanimously. Commissioner Caplinger moved and Commissioner Fialka seconded to approve the variance as proposed. Motion passed unanimously.

Hearing- Major Variance

The planning commission is holding a hearing to consider a request for a major variance. The request must be approved by the planning commission subject to the criteria established in §157.225 of the Hermiston Code of Ordinances. The applicant wishes to obtain a variance from §157.025 (D) 2 of the Hermiston Code of Ordinances which establishes a seven foot side yard setback requirement in a (R-1) Single Family Residential zone. The applicants, Bruce & Susan Jones, propose to construct a garage five and a half feet from the property line. The property is described as 4N 28 02BD Tax Lot 1800 and is located at 40 NE Alora Drive.

No commissioners had a conflict of interest. The hearing was opened at 7:15pm. The reading of the hearing guidelines was waived without any objections.

City Planner Clinton Spencer presented the staff report.

Testimony

Bruce Jones, 40 NE Alora Drive. Mr. Jones stated he has lived in the home for about 20 years and is not interested in moving. He would like to build the additional garage to enclose his toy.

The hearing was closed at 7:25PM.

Findings of Fact

Exceptional or extraordinary conditions apply to the property that do not apply generally to other properties in the same zone or vicinity, which conditions are a result of lot size, shape, topography or other circumstances over which the applicant has no control.

1. The house is constructed approximately 15 feet from the side lot line. It is not possible to add a 10 foot wide garage bay to the existing garage without encroaching into the 7 foot side yard setback.

The variance is necessary for the preservation of a property right of the applicant that is substantially the same as is possessed by owners of other property in the same zone or vicinity.

2. The variance is necessary to build the structure and make full use of the property.
3. A 10' x 20' garage is the smallest size a single car garage can be constructed at. A minimum of 8 feet is needed just to accommodate the garage door.

The authorization of the variance shall not be materially detrimental to the purposes of the zoning ordinance, be injurious to property in the zone or vicinity in which the property is located, or be otherwise detrimental to the objectives of any development pattern or policy.

4. The variance will still provide a 5.5 foot side yard which is adequate to allow access to the rear yard and maintain spacing from neighboring properties.
5. Any variance approved is vetted by the planning commission through the public hearing process and duly noticed to neighboring property owners and the public at large. This process guarantees an opportunity that all public concerns will be voiced to the planning commission.

It is impractical to maintain the zoning ordinance requirements and at the same time build, erect or use the structure.

6. The variance is necessary for the construction of a 10' x 20' garage bay.
7. A variance of 1.5 feet is needed to allow the construction of a 10 foot wide garage bay. A width of less than 10 feet is impossible to open a car door and exit a vehicle in the garage.

The variance requested is the minimum variance from the provisions and standards of the zoning ordinance which will alleviate the hardship.

8. As stated in Finding #3 and #7, the 1.5 foot variance is the minimum variance that will allow a third garage bay to be added to existing garage and still be functional as a garage with a standard 8 foot door.

Commissioner Rebman moved and Commissioner Hamm seconded to approve the findings as written. Motion passed unanimously. Commissioner Hamm moved and Commissioner Flaiz seconded to approve the variance request. Motion passed unanimously.

Hearing-Major Variance

The planning commission is holding a hearing to consider a request for a major variance. The request must be approved by the planning commission subject to the criteria established in §157.225 of the Hermiston Code of Ordinances. The applicant wishes to obtain a variance from §157.057 (D) 3 of the Hermiston Code of Ordinances which establishes parking requirements in the Fairgrounds Overlay zone. The applicant, Rob

Dreier, of Frew Development, is requesting that the City grant a variance thereby allowing the number of occupants on the property equal to the number of allowed persons per parking space. The property is described as 4N 28 13 Tax Lots 800 and 1400 and is located at 1705 E Airport Rd.

There were no conflicts of interest and the hearing was opened at 7:26PM. The following guidelines were read:

- a. The applicable substantive criteria relied upon by the City in rendering the decision to grant the variance are contained in §157.225 of the Hermiston Code of Ordinances.
- b. Testimony and evidence must be directed toward the criteria described above or other criteria in the comprehensive plan or land use regulations which the person believes apply to the decision.
- c. Failure to raise an issue by the close of the record at or following the hearing, in person or by letter, precludes appeal to the Land Use Board of Appeals (LUBA) or the city council based on that issue.
- d. Failure to raise an issue with sufficient specificity to afford the decision maker and the parties an opportunity to respond to that issue precludes appeal to LUBA or the city council based on that issue.
- e. Failure to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow the local government or its designee to respond to the issue precludes an action for damages in circuit court.
- f. Prior to the conclusion of the evidentiary hearing, any participant may request an opportunity to present additional evidence, arguments or testimony regarding the application. The planning commission shall grant such a request by continuing the public hearing pursuant to ORS 197.763(6)(B) or leaving the record open for additional written evidence, arguments or testimony pursuant to ORS 197.763(6)(C).

For this hearing, the process begins with the staff report, followed by testimony from the applicants and any other supporters of the application. This will be followed by opponents to the application. Finally, a rebuttal by the applicant will be allowed. The public hearing portion of the procedure will then be closed, and the planning commission will consider the information and testimony received and may render a decision.

City Planner Spencer presented the staff report.

Testimony

Rob Dreier, Frew Development, LLC, on behalf of EOTEC. Mr. Dreier stated that occupancy is based on area within the building and parking is based on occupancy. Rodeo occupancy is based on amount of available seats. The code is interpreted as one parking space per four seats. This requires substantial parking spaces. The vast majority of events at the rodeo will be less than the maximum. They would like to be allowed to have events at both the rodeo and the event center simultaneously as long as total occupancy of the site is less than or equal to the number of parking spaces times four.

Ken May, 1410 NE D & M Lane. Mr. May referenced City code that requires all parking be on a hard surface. Overflow parking should be paved. The number of available parking spots is insufficient for cumulative occupancy at the site. Mr. May suggesting looking at the state building codes. He is concerned that senior citizens may get injured parking on an unpaved surface.

Nancy Able, Ms. Able owns property abutting the overflow parking area. She inquired how many acres the overflow parking encompassed. Ms. Able feels that the approximately 18 to 20 acres is a lot of property. She has no objection to overflow parking.

Dave Otnes, 1035 W Judith Place. Mr. Otnes asked if there would be a fee for parking.

Rob Dreier, Frew Development. Mr. Dreier responded that charging a parking fee would be a governance issue for EOTEC and he did not represent them in that manner. The non-large events held there so far have not had fee parking. The overflow parking could hold about 3000 vehicles depending on how they are parked. The overflow parking is for large events. The large events are required to go through a pre-planning process that will address lighting, parking lane layout, emergency vehicle access, etc. This may vary from year to year.

There was discussion about the current parking standards for the Fairgrounds Overlay zone. The overflow parking area is required to be graveled or grass with dust control provided prior to use. This is specific to the zone. EOTEC is requesting a variance from the parking standard. The Commissioners questioned the proper procedure to address the request. They discussed if an exceptional circumstance existed to grant a variance for a parking standard created specifically for this place. Consideration was given to amending the overlay zone. Mr. Dreier responded that he is not trying to change the current ordinance. The rodeo will eventually have seating capacity of 10,000 and based on the overlay, parking would need to be about 2,500 spaces. That number of spaces would only be used one week a year. On a regular basis, less than 2,700 people would be using the facility. As it was administratively approved, the rodeo and the event center are not allowed to have events simultaneously regardless of the number of occupants at those events. If the request is granted, multiple small events could be held at the facility. Mr. Dreier reiterated that adequate parking is defined by the occupancy of the facility. The requested variance defines it in a way that the number of occupants be limited by the number of parking spaces regardless of the venue.

The Commissioners have concerns that there is not an adequate number of parking spaces to meet the zone requirements for this facility. The Commissioners discussed what else they would like presented so they can reach a decision. The Commissioners would like to see what other cities with event centers with similar usage do, an EOTEC board member present at the continued hearing, and a timeline from EOTEC for completion of phased parking.

Commissioner Caplinger moved and Commissioner Fialka seconded to continue the hearing at the September 14, 2016 regular Planning Commission meeting. Motion passed unanimously.

Planner Comments and Unscheduled Communications

Meeting adjourned at 9:24PM.

Chairperson Eddie De La Cruz called the meeting to order at 7:00 pm. Committee members present were Hector Ramirez, Manuel Gutierrez, Clara Beas-Fitzgerald, Jesus Rome, Roy Nayar Barron, and Jose Garcia. City representatives present were Assistant City Manager Mark Morgan, Officer Erica Sandoval, and Executive Assistant Lilly Alarcon-Strong. The Pledge of Allegiance was given.

Minutes

Clara moved and Hector seconded to approve the minutes of the July meeting. Motion carried unanimously.

New Business

Democratic Candidate James Crary

Mr. Crary thanked the Committee for allowing him to speak and stated he would also like to hear any and all questions and feedback from the Committee and audience.

Mr. Crary gave a presentation regarding his background and qualifications, what he stands for, what he plans to accomplish if elected to congress, issues with current legislation, and how he plans to correct these issues.

The Committee asked questions such as: how he feels about immigration reform, the minimum wage increase, job creation, and helping agricultural workers find affordable housing.

Mr. Crary stated he would need more information regarding agricultural housing, but would be willing to meet with the community regarding ways to address the issue. Mr. Crary stated he believes families should not be split apart. If people have worked, gone to school, and have contributed to their community without having committed any felonies or numerous amounts of misdemeanors, they should be able to stay in this country. Mr. Crary stated he supports the minimum wage increase and believes any person working 40 hrs/wk should be able to afford decent housing, food, and clothing and should not have to live in poverty. Mr. Crary stated he would also work with businesses to create more jobs.

Mr. Crary stated he would be more than happy to return and listen to other groups to form a better understanding of what the community's specific needs are.

Roy stated he appreciates Mr. Crary's honesty, and reminded the audience, when voting, please fill out the entire ballot, as the President can't change everything, congress passes bills, and changes the law.

George Anderson stated he visited Mr. Crary's website, and, although, he does not agree with all of Mr. Crary's views, he agrees with the majority of what he stand for. As such, will be supporting Mr. Crary by placing signs at his residence and office and voting for him in the General Election. George stated Senator Ron Wyden ignores the Hispanic population and only meets with certain groups in the area.

Jesus asked if Mr. Crary would be willing to debate Senator Wyden.

Mr. Crary stated yes, he has asked but has not heard back from Senator Wyden.

The Committee thanked Mr. Crary for attending. Eddie stated he would like to feature him on his radio station and, if possible, would like to see him some back to a meeting in October.

Eddie stated thanks to great leadership, Hermiston is a very inclusive community that brings everyone together for a better future for all of those residing here.

Minimum Wage

Eddie stated minimum wage in Oregon will be raised, with some parts of the State being raised up to \$15.00/hr.

Closing Comments**Public**

Hermiston School District- Maria Duron stated she is the new Communications Officer and Relationship Specialist for the School District. Due to the water issues in Michigan, Governor Brown recommended that Oregon schools test their water. In April 2016, the school district aggressively tested all 853 water sites and found 19 elevated lead tests. These 19 sources were found in bathrooms, janitorial closets, etc, none were from drinking water sites. The water was turned off at all 19 sites and labeled, "No not use until further results are conducted." Further tests were done with passing results.

Maria gave information regarding High School Registration, freshman orientation, School Open Houses, first day for students, and outdoor school. Maria stated all information can be found in English and Spanish on the schools website, facebook, twitter, and at PTO meetings.

Maria thanked HAC for the support they give to students and families of the school district and hopes for another successful year.

Hector asked about student bus stop information.

Maria suggested those with questions regarding bus stops please contact the Bus Barn.

The Committee congratulated Maria on her new position and thanked her for all the great work she does with the community.

City Representative

Public Transportation Development Committee and Festival Street Design Committee Assistant- City Manager Morgan invited the public to apply for the new Public Transportation Development Committee and the Festival Street Design Committee. The Transportation Committee will meet three to four times and will give the City Council recommendations on transit stops within the City. The City is excited to work with Kayak in Pendleton for this project. The Design Committee will focus on designing a more vibrant downtown so people will want to go downtown on a more regular basis and not just for large events. Both Committees are temporary.

Jesus asked if there had been more discussion on a new City Hall building.

Mark stated no.

Next Scheduled Meeting

The next scheduled meeting will be Monday, September 19th at 7:00 pm.

Meeting Adjourned at 8:16pm

STAFF REPORT

For Meeting of September 26, 2016

MAYOR AND MEMBERS OF THE CITY COUNCIL

Agenda Item #

NO. 2016-

SUBJECT:
Resolution 2040
Install "STOP"
Sign

Subject

Resolution 2040: Install "STOP" signs North and South bound on E. McNary Street at NE Beebe Avenue.

Summary and Background

I was contacted for the third time requesting stop signs at this location. According to the callers they have seen and/or been involved in some near misses at this intersection. There are posts already in place displaying the street sign that will need to be replaced. This intersection is off set and has never had stop signs installed. As traffic increases on these type of side streets we are receiving more reports of near misses at uncontrolled intersections.

Fiscal Information

Installation and materials will have a financial impact of \$300.00.

Alternatives and Recommendation

Alternatives

Do not install "STOP" sign.

Recommendation

Install a "STOP" signs at this intersection

Requested Action/Motion

Motion to approve installation of a "STOP" signs North and South Bound on NE McNary Street at E. Beebe Avenue.

Reviewed by:

Department Head Ron Sivey



City Manager Approval

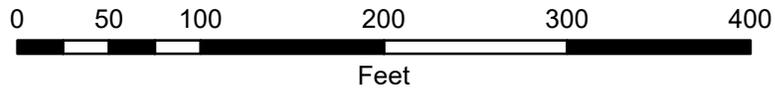


City of Hermiston

NE McNary St and E Beebe Ave Stop Sign Installation



New Sign



Stop signs to be installed on northbound and southbound NE McNary St. E Beebe Ave to continue unsigned.

RESOLUTION NO. 2040

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HERMISTON, OREGON, that it is expedient and necessary to install a stop sign at the following location for vehicular traffic regulations in accordance with the provisions as outlined in Section 70.03 of the Hermiston Code of Ordinances:

STREET

E. McNary Street

TRAFFIC FLOW

North and South bound

INTERSECTION

NE Beebe Avenue

This resolution shall become effective immediately upon its passage as of the date and year set out below.

PASSED by the Common Council this 26th day of September, 2016

SIGNED by the Mayor this 26th day of September, 2016

MAYOR

ATTEST:

ASSISTANT CITY RECORDER

Monthly Financial Report



Includes the Hermiston Urban Renewal Agency

**Finance Department
July 2016
(Unaudited)**

2016-2017 Monthly Financial Report

Hermiston Urban Renewal Agency (HURA)

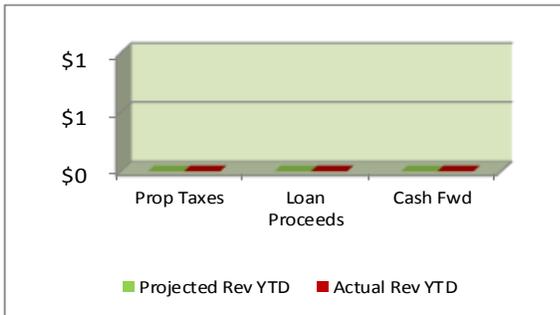
For the Month Ending August 31, 2016

Resources

Through August 31, 2016

by Category

(in \$1,000)



	Annual Proj Rev	Projected Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 29	\$ -	\$ -	\$ -	0%
Loan Proceeds	100	-	-	-	0%
Cash Fwd	74	-	-	-	0%
Total	\$ 203	\$ -	\$ -	\$ -	0%

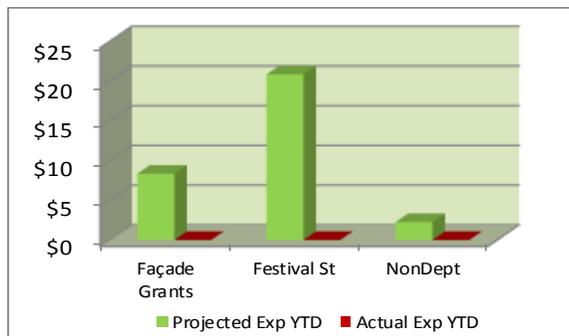
Note: variance is calculated as a percent of the projected revenue YTD.

Expenditures

Through August 31, 2016

by Character

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Façade Grants	\$ 50	\$ 8	\$ -	\$ 8	100.0%
Festival St	125	21	-	21	98%
NonDept	14	2	-	2	94%
Res for Fut Exp	14	-	-	-	0%
Total	\$ 203	\$ 30	\$ -	\$ 30	100%

Note: variance is calculated as a percent of the projected expenditures YTD.

The 2016-17 budget for the Urban Renewal Agency is \$203,000. As of the end of August no revenues were received nor expenditures made.

2016-2017 Monthly Financial Report

City of Hermiston, Oregon

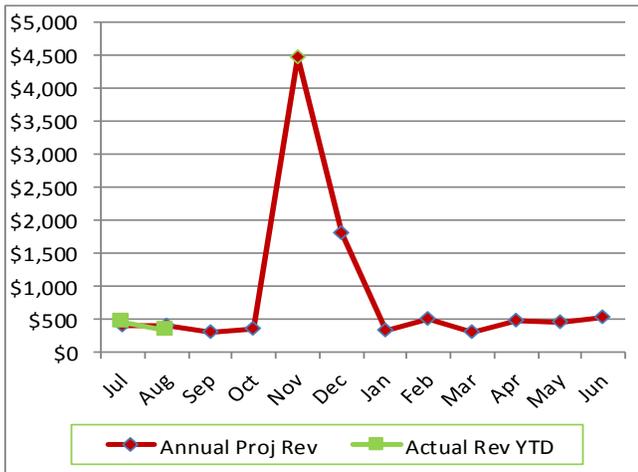
General Fund Resources

For the Month Ending August 31, 2016

Through August 31, 2016

All Resources

(in \$1,000)



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Jul	\$ 408	\$ 408	\$ 458	\$ 50	12%
Aug	405	\$ 405	\$ 326	(79)	(20%)
Sep	308				
Oct	363				
Nov	4,475				
Dec	1,815				
Jan	340				
Feb	499				
Mar	317				
Apr	484				
May	453				
Jun	522				
Total	10,387	812	783	(29)	(4%)
Cash Fwd	4,800	-	-	-	0%
Total	\$ 15,187	\$ 812	\$ 783	(29)	(4%)

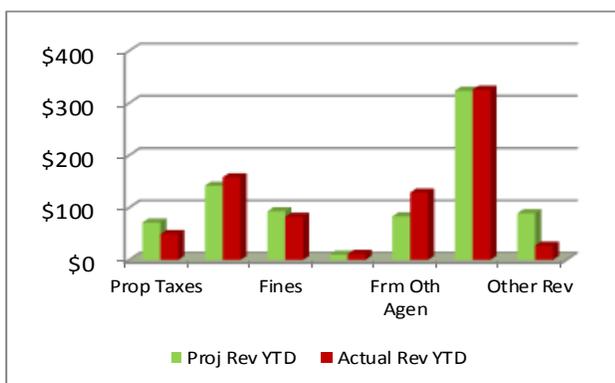
Estimated General Fund revenues for the 2016-17 fiscal year are \$10.4 million. Projected revenues through August were \$812,000 with actual revenues of \$783,000, a variance of \$29,000. The largest variances are in the categories From Other Agencies and Other Revenue. There are several types of grants included in From Other Agencies that we have not yet received. Other Revenue includes miscellaneous revenue sources which are difficult to project from a timing perspective.

General Fund Revenue

Through August 31, 2016

by Category

(in \$1,000)



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 5,202	\$ 71	\$ 49	\$ (22)	(31%)
Lic	851	142	158	16	11%
Fines	570	93	83	(10)	(11%)
Interest Rev	50	10	12	2	15%
Frnm Oth Agen	499	83	129	46	55%
Svc Chgs	1,424	323	326	2	1%
Other Rev	1,791	89	27	(62)	(69%)
Cash Fwd	4,800	-	-	-	0%
Total	\$15,187	\$ 812	\$ 783	\$ (29)	(4%)

Note: variance is calculated as a percent of the projected revenue YTD.

2016-2017 Monthly Financial Report

City of Hermiston, Oregon

General Fund Expenditures

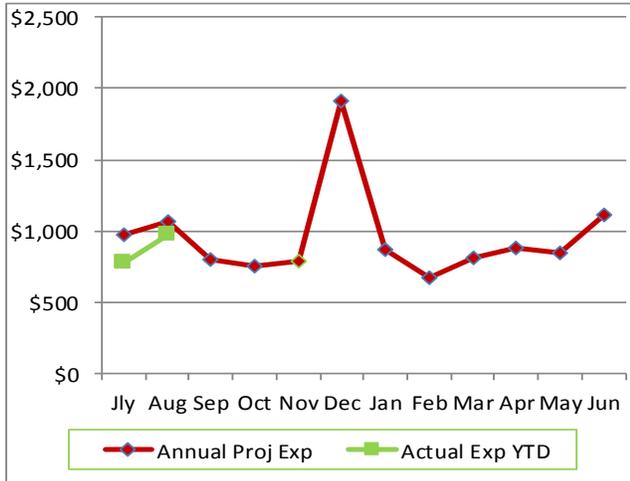
For the Month Ending August 31, 2016

General Fund Expenditure Summary

Through August 31, 2016

All Requirements

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Jly	\$ 969	\$ 969	\$ 775	\$ 194	20%
Aug	\$ 1,063	\$ 1,063	\$ 969	\$ 94	9%
Sep	\$ 801				
Oct	\$ 751				
Nov	\$ 788				
Dec	\$ 1,914				
Jan	\$ 871				
Feb	\$ 673				
Mar	\$ 807				
Apr	\$ 878				
May	\$ 851				
Jun	\$ 1,107				
Total	11,472	2,032	1,744	288	14%
Unapp	3,715	-	-	-	0%
Total	\$ 15,187	\$ 2,032	\$ 1,744	\$ 288	14%

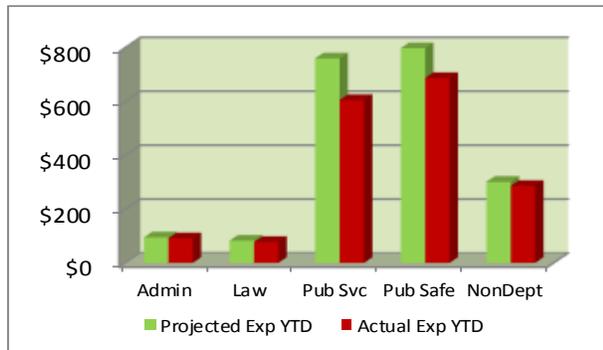
Projected General Fund expenditures through August were \$2,032,000. Actual expenditures were \$288,000 lower than that at \$1,744,000. Public Services, Public Safety and Non-Departmental had the highest savings at \$155,000, \$111,000 and \$15,000 respectively.

General Fund Expenditures

Through August 31, 2016

by Consolidated Department

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Admin	\$ 564	95	91	\$ 3	3%
Law	497	82	77	5	6%
Pub Svc	3,139	759	604	155	20%
Pub Safe	4,517	796	686	111	14%
NonDept	6,470	300	286	15	5%
Unapp	-	-	-	-	0%
Total	\$15,187	\$ 2,032	\$ 1,744	\$ 288	14%

Note: variance is calculated as a percent of the projected expenditures YTD.

2016-2017 Monthly Financial Report

General Fund Expenditure Detail

For the Month Ending August 31, 2016

General Fund Expenditures by Department

	Annual Projected			Var Fav/ (Unfav)	% Var Fav/ (Unfav)
	Exp	Projected Exp YTD	Actual Exp YTD		
City Council	45,719	9,047	9,288	(241)	(3%)
City Manager/Planning	438,624	71,271	71,227	44	0%
Finance	79,295	14,365	10,921	3,444	24%
Total Admin & Finance	563,638	94,682	91,436	3,246	3%
Legal	83,700	13,731	13,260	471	0%
Court	413,186	68,562	64,084	4,478	7%
Total Dept of Law	496,886	82,293	77,344	4,949	6%
Transportation	248,300	45,969	21,153	24,816	54%
Airport	252,450	55,959	41,501	14,458	26%
Bldg Inspection	355,617	58,811	57,483	1,328	2%
Parks	490,819	91,019	90,943	76	0%
Parks/Utility Landscaping	39,475	6,579	4,910	1,669	25%
Pool	433,333	248,847	178,470	70,377	28%
Municipal Buildings	18,500	4,635	6,161	(1,526)	(33%)
Library	734,775	124,512	93,500	31,012	25%
Recreation	565,808	122,381	109,956	12,425	10%
Total Public Services	3,139,077	758,711	604,077	154,634	20%
Public Safety Center	82,000	15,432	9,610	5,822	38%
Police Operations	4,434,616	780,764	675,985	104,779	13%
Total Public Safety	4,516,616	796,196	685,595	110,601	14%
Non-Departmental	2,756,190	300,358	285,548	14,810	5%
Unappropriated	3,714,718	0	0	0	0%
Total Non-Dept	6,470,908	300,358	285,548	14,810	5%
Total	15,187,125	2,032,241	1,744,000	288,241	14%

Within the Public Services category, the Pool had the greatest amount of savings dollar-wise at \$71,000. Police Operations saw savings of \$105,000 largely due to animal impound costs, travel and training and motor vehicle fuel and oil.

2016-2017 Monthly Financial Report

Fund Balance - General Fund

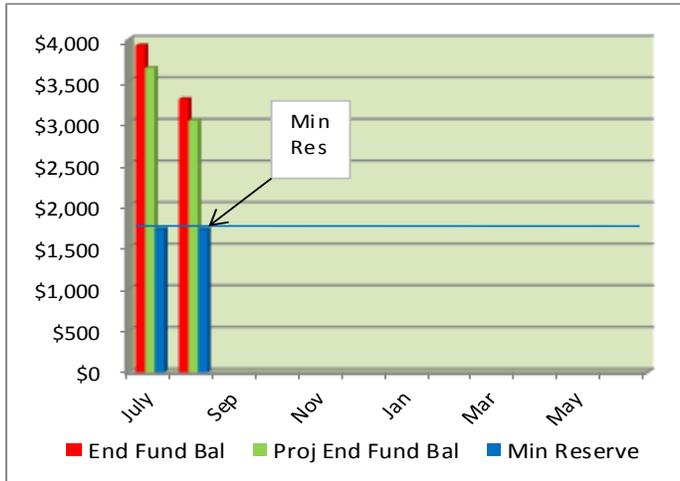
For the Month Ending August 31, 2016

General Fund

Through August 31, 2016

Ending Fund Balance

(in \$1,000)



Minimum Reserve = \$1,720,861

	Begin Fund Bal	Rev	Exp	End Fund Bal	Proj End Fund Bal
July	\$ 4,244	\$ 458	\$ (775)	\$ 3,927	\$ 3,658
Aug	3,927	\$ 326	\$ (969)	\$ 3,283	\$ 3,024
Sep					
Oct					
Nov					
Dec					
Jan					
Feb					
Mar					
Apr					
May					
June					
Total	\$ 4,244	\$ 783	\$ (1,744)	\$ 3,283	\$ 3,024

As of the end of August the fund balance in the General Fund was \$3.3 million, which is \$1.6 million above the minimum reserve.

2016-2017 Monthly Financial Report

Special Revenue Funds Report

For the Month Ending August 31, 2016

Special Revenue Funds

Resources & Requirements

	2016-17 Annual Budget	Actual YTD	Remaining Budget
Bonded Debt Fund			
Resources	699,925	192,700	507,225
Expenditures	510,275	281,975	228,300
Unappropriated Balance	189,650	N/A	N/A
Transient Room Tax (TRT)			
Resources	830,460	126,447	704,013
Expenditures	767,860	4,843	763,017
Unappropriated Balance	62,600	N/A	N/A
Reserve Fund			
Resources	6,330,090	146,737	6,183,353
Expenditures	5,337,317	207,800	5,129,517
Unappropriated Balance	992,773	N/A	N/A
Municipal Court Special Revenue			
Resources	281,900	35,804	246,096
Expenditures	260,100	36,899	223,201
Unappropriated Balance	21,800	N/A	N/A
Miscellaneous Special Revenue			
Resources	35,000	4,525	30,475
Expenditures	35,000	4,696	30,304
Unappropriated Balance	-	N/A	N/A
Conference Center			
Resources	237,525	28,177	209,348
Expenditures	187,525	18,973	168,552
Unappropriated Balance	50,000	N/A	N/A
Christmas Express Special Revenue			
Resources	34,690	19,691	14,999
Expenditures	34,690	-	34,690
Unappropriated Balance	-	N/A	N/A
Law Enforcement Special Revenue			
Resources	78,880	2,426	76,454
Expenditures	65,880	24,657	41,223
Unappropriated Balance	13,000	N/A	N/A
Library Special Revenue			
Resources	57,200	3,518	53,682
Expenditures	44,000	650	43,350
Unappropriated Balance	13,200	N/A	N/A

Beginning with the 2016-17 fiscal year the City began distinguishing within the funds some part of ending fund balance as contingency and some as reserved for future expenditure. The contingency is included in appropriations while the reserve for future expenditures is unappropriated.

The City uses multiple Special Revenue funds to account for revenues that are restricted to expenditure for particular purposes. They include funds for debt service, economic development, parks and recreation, capital projects, and grants. Since these funds are not operational in nature and are used for specific purposes from year-to-year, their expenditures do not typically follow a predictable pattern so budget variances are not calculated for them.

Note: The Senior Center Construction Fund was previously reported in this section in addition to the Capital Projects section. This was corrected in August.

2016-2017 Monthly Financial Report

Utility and Street Funds Report

For the Month Ending August 31, 2016

Utility and Street Funds Report

Resources & Expenditures

	2016-17		Actual YTD	Variance	
	Annual Budget	Projected YTD		Fav/(Unfav)	% Variance
Street Fund					
Resources	1,730,474	166,667	173,747	7,080	4%
Expenditures	1,184,879	117,346	106,597	10,749	9%
Contingency/Unapp Balan	545,595	N/A	N/A	N/A	N/A

Utility Fund					
Resources	7,310,820	1,152,624	1,160,675	8,051	1%
Expenditures	6,535,820	606,537	1,260,487	(653,950)	(108%)
Contingency/Unapp Balan	775,000	N/A	N/A	N/A	N/A

HES Fund					
Resources	11,970,249	1,652,707	1,350,358	(302,349)	(18%)
Expenditures	9,151,094	2,023,159	1,979,708	43,451	2%
Contingency/Unapp Balan	2,819,155	N/A	N/A	N/A	N/A

Regional Water Fund					
Resources	1,317,060	112,844	138,868	26,024	23%
Expenditures	723,530	120,588	97,477	23,111	19%
Contingency/Unapp Balan	593,530	N/A	N/A	N/A	N/A

Revenues in the Street fund were \$7,100 more than projected, a 4% variance. Expenditures were \$10,750 less than expected providing an overall favorable variance of \$17,850.

Revenues in the Utility Fund were \$8,000 over projections through August and expenditures were almost \$654,000 over projections. This is due to costs related to draining the sludge lagoon which were budgeted in 2015-16 but the work was not completed until after the close of the fiscal year. This will be brought to Council in the next month or so to request re-appropriation for it.

Revenues in the HES came in lower than estimates by about \$302,350. As noted last month, this is likely due to the higher average temperatures we experienced in the area last year. Expenditures came in within 2% of projections.

The Regional Water revenues came in \$26,000 higher than expected and expenditures were \$23,000 lower than projected.

2016-2017 Monthly Financial Report

Utility and HES Funds Report

For the Month Ending August 31, 2016

Utility and HES Funds Report

Reserve Balances

	Beginning Reserve	Ending Reserve	% Ending Reserve	Minimum Reserve Requirement	Difference
Utility Fund	3,445,748	1,538,732	23.5%	805,786	732,946
HES Fund	3,531,269	3,216,892	35.2%	1,128,217	2,088,675
Total	6,977,017	4,755,624	-	1,934,003	2,821,621

The reserve in the Utility Fund dropped from \$2.7 million last month to \$1.6 million in August reflecting the costs to drain the lagoon. The reserve is \$733,000 above the minimum. The HES Fund is \$2.1 million above the minimum. The funds combined total reserve is approximately \$2.9 million.

2016-17 Monthly Financial Report

City of Hermiston, Oregon

Capital Projects Report

For the Month Ending August 31, 2016

Capital Projects

	2016-2017 Budget	YTD Expenditures	LTD Budget	LTD Expenditures	% Complete
Airport Improvements	\$ 643,350	\$ 137,853	\$ 3,562,000	\$ 3,005,695	100%
Senior Center	2,706,300	-	2,823,360	108,304	0%
11th & Elm	813,710	-	813,710	-	0%
West Highland Trail	130,000	-	130,000	-	0%
Total	\$ 4,293,360	\$ 137,853	\$ 7,329,070	\$ 3,113,999	

Airport Improvements

The Airport project is now complete.

Senior Center

In January 2015 the City was awarded a \$2 million Oregon Community Development Block Grant through the Oregon Infrastructure Finance Authority for construction of a new Senior Center. The City must provide a cash contribution of \$73,242 and complete the project by January 29, 2018. In June 2016, City Council added \$750,000 to the project for a 3,800 sf basement and elevator. The City has incurred a little over \$108,000 on design, survey and appraisal costs. There have been no expenditures on the project in the fiscal year 2016-17.

Traffic Control – 11th & Elm

This project is a \$1.6M ODOT-led project to install a full traffic signal at the intersection of Elm Avenue and NW 11th as well as a left-turn lane for southbound traffic into Good Shepherd Medical Center's entrance on NW 11th. It will also complete a bike/pedestrian crossing with flashing beacon at GSMC's NW 11th entrance where the Oxbow Trail currently terminates. The City of Hermiston partnered with GSMC to provide the \$813,000 in local match funding necessary for the project as part of an ODOT Immediate Opportunity Fund Grant, which carries a job-creation requirement. As of January, 2016, GSMC had already met the new job creation requirement by adding 58 new FTE. Design of the signal/turn lane/bike crossing is approximately 40% complete. ODOT is leading the design and construction. Construction is expected to begin in spring 2017. There have been no expenditures on the project in the fiscal year 2016-17.

West Highland Trail

This project is to create a bike lane and/or separated trail on the south side of West Highland Avenue between SW 11th Street and Riverfront Park. A bike lane will be striped where there are existing sidewalks on the south side of West Highland and a separated path will be built where there are no existing curbs or sidewalks. A portion of the project will include creating a left turn pocket at Gotta Stop/SW 14th Place. The project is funded by a grant from ODOT.

The city and ODOT entered into an IGA for project funding and management in March, 2016 per Resolution 2018. ODOT has since determined that the project funding will be better served through a fund exchange program where the federal requirements are removed from the cost sharing. This change to a fund exchange will require a new IGA and more city responsibility. Under the fund exchange the project will be managed by the city with ODOT oversight. Under the previous IGA ODOT would design, build, and manage the project on behalf of the city and invoice the city for the required match. ODOT anticipates sending a new IGA in early fall. There have been no expenditures on the project in the fiscal year 2016-17.

**2016-2017 Monthly Financial Report
City of Hermiston, Oregon
Investments
For the Month Ending August 31, 2016**

**Investment Report
by Type**

Cusip No.	Par Value	Principal Cost	Market Value	Issuer	Rating Moody's/S&P	Days to Maturity	Callable Y/N	Yield to Worst Call	Yield to Maturity (YTM)
3135GOG31	\$ 2,000,000	\$ 1,993,600	\$ 2,000,326	FNMA	Aaa/AA+	881	Y	1.28	1.28
76116FAA5	\$ 2,062,000	\$ 1,999,998	\$ 1,990,077	REFCORP	Aaa/AA+	1,140	N	0.95	0.95
3133EGLA1	\$ 1,000,000	\$ 1,001,020	\$ 994,816	FFCB	Aaa/AA+	1,230	Y	1.07	1.14
3137EADN6	\$ 1,000,000	\$ 978,757	\$ 999,234	FHLMC	Aaa/AA+	499	N	1.29	1.29
3135GOGY3	\$ 1,000,000	\$ 1,013,901	\$ 1,002,893	FNMA	Aaa/AA+	152	N	0.78	0.78
US Agencies	\$ 7,062,000	\$ 6,987,276	\$ 6,987,346	---	---	---	---	---	---
LGIP ⁽¹⁾⁽²⁾	\$ 4,109,919	\$ 4,109,919	\$ 4,109,919	Varies	---/AA	1	N	0.88	0.88
LGIP	\$ 4,109,919	\$ 4,109,919	\$ 4,109,919	---	---	---	---	---	---
TOTAL	\$ 11,171,919	\$ 11,097,195	\$ 11,097,265	---	---	---	---	---	---

The City of Hermiston has established certain policies for its investments. In order to limit credit and interest rate risk, investments are diversified by security type, maturity, issuer, and call provisions. At least 25% of funds available for investing will be invested in the Local Government Investment Pool (LGIP), with a qualified depository institution, or investments maturing in less than 90 days. 50% or more of the portfolio will be invested in securities maturing in less than three years. The maximum average maturity for the portfolio shall be 3 years and the maximum maturity of individual securities in the portfolio shall be 5 years. No more than 75% of the portfolio may be callable. The minimum weighted average credit rating of the portfolio's investments shall be Aa/AA by Moody's and Standard & Poor's respectively. The breakdown of the City's portfolio is shown below.

Maturity	Par Value	% of Total Portfolio	Type of Inv	Par Value	% of Total Portfolio	Various Investment Parameters	With LGIP	Without LGIP
< 90 Days	\$ 4,109,919	36.8%	US Agency	\$ 7,062,000	63.2%	WTD Avg Days to Mat	537	537
90 Days - 3 Yr	\$ 4,000,000	35.8%	Other	\$ -	0.0%	Wtd Avg Yield to Mat	1.01%	1.09%
3 - 5 Yrs	\$ 3,062,000	27.4%	LGIP	\$ 4,109,919	36.8%	Percent Callable	26.9%	42.5%
	\$ 11,171,919	100.0%		\$ 11,171,919	100.0%	Wtd Avg Credit Rating	Aaa/AA+	Aaa/AA+

