



PENDLETON

Working every day to be the premier city in Eastern Oregon

December 2022

NEW MAIN STREET BUSINESSES

From art to flowers, backpacking to wine, all are winners

When you start a new business, you're never quite sure how it will go. But just the simple pleasure of being your own boss and having more control over your own time was a winner for Emily LeValle. LeValle, the founder of a new downtown Pendleton retailer, was also a winner in the first ever *Path to Success* Business Plan Competition. She opened The Studio Pendleton, LLC, in time for the Round-Up this past September.

The *Path to Success* competition is part of the Pendleton Development Commission's Jump Start program, helping to grow new businesses in Pendleton. With the launch of *Path to Success* in July, 2022, the PDC offered applicants a possible \$20,000 forgivable loan along with mentor support intended to make their business successful and contribute to a vibrant downtown economy. Over the next two years, a quarter of the loan will be forgiven every six months, as long as they follow the contract requirements.

But there have also been challenges for Ms. LeValle. "I'm just one person and I have 20 things to do on my list and what do I do first?" she asked. "It's very different from teaching, where I had lesson plans and it was the same thing every day. Now I'm juggling working the books, checking out samples and ordering supplies."

Ryan Smith, who opened Pendleton Outfitters just across Main Street from The Studio Pendleton, views marketing and promotion as a big challenge and opportunity. "The biggest challenge has been getting the word out, finding the right medium to reach our prospective customers. We've tried to cast a wide net about our downtown location and we've begun to reach out online," says Smith.

He describes his marketing strategies as a moving target. "A lot of the gear and products we're offering are seasonal in nature." But he has found help from his downtown community. "The Chamber of Commerce did an excellent ribbon cutting for us, the following week the Pendleton Downtown Association put on their first-ever Sip and Shop Event, which brought in a lot of people. I feel like we've got backing from our friends in the community and it's been great in the first couple of weeks here."

Robb Zimmel, Cerebella Winery and Tasting Room, is following the strategy of marketing to wine club members while also maintaining retail sales from his downtown Pendleton tasting room.

"We're starting to get the members here of course, but also from Colorado, Idaho, North Dakota, Minnesota . . . we're starting to expand quite a bit." He also is seeking some small, unique mementos from local makers that he can include in his wine club shipments. He said he loves Pendleton and wants to include something that speaks of his hometown source. He's also thrilled to be in his tasting room and like the fly on the wall, listening to the positive comments about his wines, which have won a number of awards at competitions.

On opening day in early December, Terri Leetch, owner of Buttercup Barley's Flowers & Gifts, was excited over a multitude of good feelings. "Just everything, just getting going, starting from scratch, finally seeing it come together . . . it's just really fun." What's she learned from her new business? "How expensive everything is! And trying to get all the goods in and it's taking so long for the goods to arrive, even the simplest things. I still have things coming." She mentioned that weather problems in California have interfered with her flower deliveries. But the excitement is real said the longtime florist. She's had her delivery issues, "But it's coming along and it's getting better."



Terri Leetch

The four 2022 winners of *Path to Success*:

Terri Leetch, Buttercup Barley's Flowers & Gifts, 343 S. Main St : A flower and gift shop selling both fresh and silk arrangements along with a variety of gifts, home décor and other custom-made items. Buttercup Barley's Flowers & Gifts also offers a mobile bar service for special occasions.

2022 winners of *Path to Success* continued



Emily LeValle

Emily LeValle and Joshua McGraw, The Studio Pendleton, 233 S. Main St: An art studio and gallery that will focus on the areas of art and design. The studio will offer daily art classes, weekly open studio days and monthly paint and sip nights for adults 21+. It sells a variety of art supplies.



Ryan Smith

Ryan Smith, Pendleton Outfitters, 234 S. Main St: A retail store selling clothing, books, local products, gear and tools for outdoor activities and lifestyle, such as hiking, camping and fishing. Pendleton Outfitters will also include a phased approach to establishing a service business providing guided and educational outdoor experiences for people of all ages and fitness levels.



Robb Zimmel

Robb Zimmel, Cerebella Winery, 30-34 SW Emigrant Ave: A downtown business with a focus on bottled wine sales via a tasting room, wine club memberships and regional distribution. Cerebella Winery will include a restaurant, classroom, retail space and scheduled events.

Background Through the Small Business Development Center at Blue Mountain Community College, participants were offered free business planning classes and access to a business plan development tool. A panel of judges then chose eight semi-finalists from the 32 applicants. Those eight were tasked with writing their business plans and presenting them to the judges in one-hour presentations.

The original plan allowed for three winners of \$20,000 each in a forgivable loan, but the panel had trouble narrowing down the eight semi-finalists to three and selected four winners.

All four of these final presenters had excellent business concepts, polished business plans, capital beyond the prize that the PDC was offering, and passion and experience for the business category they are pursuing. All of them have already shown initiative in finding a location, all four on Main Street. Not only will they bring unique businesses to downtown, they will also fill currently vacant storefronts, reducing our storefront vacancy rate.

The PDC believes the Path to Success Program has been a good example meeting our Goal of increasing the vitality of Pendleton's downtown. We look forward to continuing working with these four new businesses in downtown Pendleton and look forward to the next year's competition for entrepreneurs, starting in the spring, 2023.

For more information call 541-966-0233.

Live Here? Shop Here! As you continue your holiday gift shopping, help these new businesses and all of our Pendleton retailers. Find out what's available right down the street by visiting all of our shops while you find gifts that may be just perfect for someone on your list.

About Path to Success *Partners in producing the Path to Success competition are the PDC, the Pendleton Chamber of Commerce, the Pendleton Downtown Association, and the Small Business Development Center at Blue Mountain Community College (SBDC).*

The Pendleton Development Commission is the group that oversees Pendleton Urban Renewal, a government agency dedicated to providing financial assistance for new and expanded retail, historic building renovations, and new construction in the City of Pendleton.

COUNCIL MEETINGS

December 20

City Council 7 pm

PDC Meeting 6 pm

January 3, 2023

City Council 7 pm

January 17

City Council 7 pm

PDC Meeting 6 pm

All meetings in the Council Chambers

FOR A FULL LIST OF MEETINGS VISIT

<http://www.pendleton.or.us/>

CITY COUNCIL MEMBERS

John Turner	Mayor	541-922-8605
Jake Cambier	At Large	541-969-2252
Steve Campbell	At Large	541-379-0130
Kevin Martin	Ward 1	541-969-6744
Carole Innes	Ward 1	541-276-0644
McKennon McDonald	Ward 2	541-969-3345
Sally Brandsen	Ward 2	503-351-6624
Dale Primmer	Ward 3	541-240-1117
Linda Neuman	Ward 3	541-969-1188

CITY OF PENDLETON

Administration	541-966-0201
Airport	541-276-7754
Convention Center	541-276-6569
Community Dev.	541-966-0203
Finance	541-966-0207
Fire	541-276-1442
Human Resources	541-966-0222
Library	541-966-0380
Municipal Court	541-966-0209
Parks/Rec/Cemetery	541-276-8100
Police	541-276-4411
Public Works	541-276-3078

500 SW Dorion Ave. Pendleton, OR



SENIOR AND PEOPLE WITH DISABILITIES TAXI TICKET VOUCHER PROGRAM

“Do You Know About A Pendleton’s Transit Services Available to Seniors and People with Disabilities?”

If you’re a senior or person with disability looking for an affordable, convenient ride, then our taxi ticket voucher program is just for you! This program provides rides to citizens 60+ and people with disabilities that live within the City’s limits and 7 driving miles outside of Pendleton and do not live within another transit provider’s boundary. This program provides rides 7 days a week between 5 AM - 10 PM, except on holidays. Participants pay \$2.00 for a one-way ride. Limited tickets are available depending on grant funding and are distributed among all participants semi-annually. The phone number is (541) 276-TAXI (8294).

For more info, go to <https://bit.ly/PendletonTransit>

Need a ride across town?

Use our Dial-A-Ride program!



Call the business day before you need the ride to arrange your ride within the City of Pendleton and Urban Growth boundary.

Same-day requests will only be available on a space-available basis, and rides are available 7am - 7pm. \$1 per ride. Call between 9:00 AM - 4:00 PM to arrange your ride for the next day at 541-276-6476. To view our hours of operation and learn more about Pend-

leton Transit go to:

<https://bit.ly/PendletonTransportation>



City of Pendleton Offices will be CLOSED
December 23 & 26 and December 30 & January 2

Wishing you and yours a

Merry Christmas & Happiest New Year



Wednesday December 21st
11am- 1pm
Free Skate For All
 Pendleton Parks & Recreation

COME ENJOY A DAY WITH SANTA AT THE ICE RINK.

Santa will make his appearance at the rink and will be available for candid photo opportunities. FREE SKATE FOR ALL DURING THIS EVENT. **DECEMBER 21, 11am - 1pm**

WE HAVE RAISED \$655.00

WE ARE HOPING TO HIT \$1000.00 BEFORE THE DRAWING ON DECEMBER 19TH. WOULD YOU HELP US REACH OUR GOAL?

GET YOUR TICKETS: tinyurl.com/yt9rn8y7



Tickets: 1 for \$5, 5 for \$20, 12 for \$40

Basket Contents:

- 11 x 14 matted Jane Eyre art by Lithographs
- 2 Literary T-Shirts by Out of Print
- 1 pair of Literary socks Out of Print
- 1 Due Date Card themed bag by Out of Print
- 60 minute massage from Massage by Anna at Emerald and Ivy Spa
- Lavender linen spray, soap, sachet and hand sanitizer from the Lavender Egg Farm
- Literary donation from Book and Game Company of Walla Walla
- 1 E.E. Cummings Literary Scarf by Storiarts
- 2 voice Lessons from Rebecca Martin
- 1 box handmade anytime cards by Kim Kern
- 1 crochet item from Shauna Altman
- Ice Rink 10 visit punch pass from Pendleton Parks and Recreation
- 6 handcrafted Soaps by Sweet Pea Soapery
- 1 handmade winter hat by Craftea Knits

DRAWING ON DECEMBER 19TH



**Pendleton Parks
& Recreation**

**GIFT
CERTIFICATES**



NOW ON SALE

www.pendletonparksandrec.com

276-8100

STAFF ACTIVITY REPORT NOVEMBER 2022

FINANCE

Finance is still working with audit. The Auditor is understaffed and has many commitments. The audit will most likely require an extension with the State due to staffing needs. Linda is still trying to wrap up the GASB 87 lease entries.

Finance has hired a new municipal court staff member, Shelby House. Shelby came to us on October 31st and is being trained by Lisette our lead court staff member.

Finance is gearing up for year-end items such as 1099's and W-2's to go out timely. We will also be processing dog license applications and renewal of business license applications.

Transit is in the middle of applications for funding for the next two fiscal years. That takes a lot of time and Karen Kendall is heading up the application process. Linda sits on the County Oversight committee for the County wide applications. They will be meeting next week to make recommendations. We hope to have a new ADA van on the site within the next few weeks. The City Transit committee is meeting November 29th.

PENDLETON CONVENTION CENTER

We are hosting several large events at PCC. The Pendleton Leather Show had the largest attendance in the event's history. It is now produced by Burns Saddlery of Salina, UT. Brayden and Misty Shaw own Burns Saddlery and manage the show. Classes for makers begin on November 1 and are complete on November 5. The show is Friday, November 4th and Saturday November 5. Vendors came from as far as Florida and there were 50 vendors with booths. There were 300 students for the classes and over 2000 attendees for the trade show.

The Pendleton Wrestling Club hosted the largest youth wrestling tournament in the United States on that weekend. There were 800 youth athletes competing and over 2500 attendees. The Convention Center caterer had their largest single day of concessions at \$10,000.00.

The Altrusa Bazaar saw fewer vendors but larger attendance this year with an estimated 2000 holiday shoppers. This is one of our long-standing partnerships with a community group. It creates funds for Alturas's beneficiaries.

Our next large event is St. Anthony's Festival of the Trees.

Pendleton Catering Company is continuing to work with our customers and create new customers for the Convention Center too. They are a great partner and a great fit for the Convention Center. We are seeing an upsurge of holiday parties with 12 booked with catering. Pendleton Catering sold out of 25 take home, precooked Thanksgiving family meals they offered, and they are now advertising Christmas meals and likely will sell out those meals too.

THE VERT THEATER

A Sharp Painter has begun painting the theater and lobby and will complete the project before the Oregon East Symphony's holiday presentation on December 11th. This project is funded with American Rescue Act dollars. Next will be upgrading the HVAC system to a series of heat pumps and "mini – splits" in the office spaces and Club Room.

Homeless campers are continuing to harm the Vert with gang graffiti and dumping. Recently a fire was started in

THE VERT THEATER *continued*

Homeless campers are continuing to harm the Vert with gang graffiti and dumping. Recently a fire was started in the Club Room kitchen stairwell. It was within 1 foot of a wooden door, but it did not catch on fire. Drug use, mostly fentanyl is being done in all the stairwells and in the hidden areas. Our police department is aware and educates us not to touch tin foil without gloves for fear of contact with fentanyl residue. During a family event in the Club Room someone gang tagged the stairwell to the boiler room which was very near the lower entrance to the Vert.

Due the unsafe nature of activity by homeless campers and drug user utilizing the Vert I am gathering bids for a security camera system and fencing to create a safety barrier for the building.

Event bookings at the Vert continue to grow.

THE UAS RANGE

The UAS Range continues to be very busy with over 3,000 UAS operations in October, and over 20,000 UAS operations from Jan 1-Oct 31 2022. The range invoiced 19 individual customers in October, and we are signing new clients monthly.

The range recently kicked off our partnership with engineering/fabrication company SigmaDesign. SigmaDesign has established a machine shop in Range Headquarters at the airport; the capability that SigmaDesign brings to the range will be valuable to UAS clients looking for a 'one-stop shop' to do manufacturing as well as flight test.

PARKS AND RECREATION

A study published by the National Park and Recreation Association found that 84% of people see high quality park and recreation when choosing a place to live.

Parks

A clogged restroom at Brownfield park that crews could not resolve led to a call to a plumbing company. The line was found to be clogged with everything from socks to large amounts of tin foil (suspected to be from drug use). This clog was similar in nature to the one discovered at Til Taylor park recently. Issues like this make public bathrooms comparatively expensive facilities to operate.

Recreation

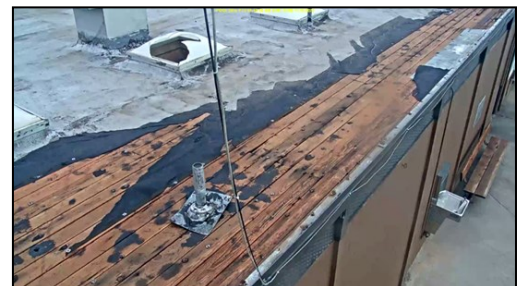
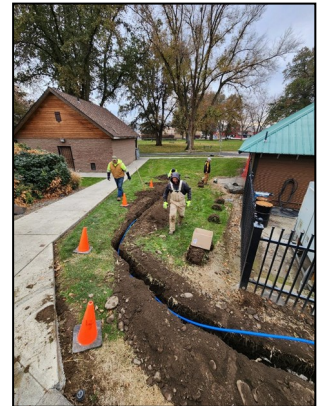
The Parks crew have been working to get the ice rink up and running for the year. This includes the project above where crews are running a new water line to replace one that has broken under the concrete slab and needed to be abandoned.

Aquatics

The recent wind storm did some fairly severe damage to the aquatic center roof. After closing down the pool a large return pipe from the dive pool was found to be severely rusted and will need to be replaced which will be another fairly major project.

Cemetery

The new cemetery payment system that is linked to the new cemetery software is now fully operational and has been used on multiple transactions. This new software should increase the clarity and accessibility of our financial records.



ICE RINK ATTENDANTS Positions are responsible for opening and closing the ice rink at Roy Raley Park, helping skaters, snow removal, and general cleaning.



The position requires the ability to handle money, provide good customer service, drive and perform basic janitorial duties. Hours include weeknights and weekends, approximately 15-20 hours/week. Some knowledge of ice skating is a plus, but not required. Wage is \$12.50 per hr. Requires a valid driver's license and the ability to pass a criminal background check. Applications are available at City Hall, 500 SW Dorion, or at [HERE](#). Return applications to the same address or human.resources@ci.pendleton.or.us.

The City of Pendleton is an Equal Opportunity Employer.

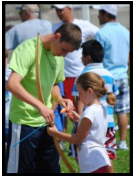
TWO ENGINEERING TECHNICIANS Applications are being accepted for two Engineering Technicians in the City of



Pendleton's Community Development Department. Position performs technical and surveying work relating to public improvement projects such as streets, water, stormwater and sanitary sewer systems. May assist or serve as the project manager on engineering projects; help to oversee construction projects/ contracts for the installation and construction of public utilities and street improvements; prepare cost estimates and bid documents; resolve field engineering problems, and ensure regulatory compliance. Requires Bachelor's Degree in civil engineering, civil engineering technology, construction technology or a related field; and two years of progressively responsible experience in the construction or engineering field. Requires experience with AutoCAD, and ESRI is desired. Must have a valid driver's license and be able to pass a criminal background check. The salary range is \$4,062 - \$5,696 a month DOE plus excellent benefits. Applications are available [HERE](#) or 500 SW Dorion Avenue. Completed applications must be returned to human.resources@ci.pendleton.or.us

The City of Pendleton is an Equal Opportunity Employer.

AFTER SCHOOL RECREATION LEAD The City of Pendleton is seeking to fill a part-time After School Recreation



Lead position for the Parks & Recreation Department. Position is responsible for the provision of a safe, nurturing, well-supervised day programs, events and other special programs. Duties will include supervising and engaging youth in daily activities; coordinating with parents, collaborators and volunteers; assigning the work of Recreation Aides, and keeping appropriate records. Requires 2 years of training, education, or experience in childcare or education. Good interpersonal skills, ability to communicate effectively, work independently, use a computer and drive are also required. Approximately 20 hours per week, primarily afternoon & early evening. \$15.50-\$17.95 per hour DOE, no benefits. Applications are available at [HERE](#) or at City Hall, 500 SW Dorion, Pendleton OR 97801.

Return applications with cover letter highlighting qualifications to Human Resources at the same address or human.resources@ci.pendleton.or.us. The City of Pendleton is an Equal Opportunity employer.

AFTER SCHOOL RECREATION AIDE The City of Pendleton is seeking to fill part-time After School Recreation Aide



positions. The position is responsible for helping to provide the community with safe and friendly access to the Pendleton Recreation programs. Duties will include: opening facilities, setting up for activities and clean up afterward, assisting with afterschool program, camps, birthday parties, movies and music in the park, facility cleaning, helping to ensure building security, and lots of positive interaction with youth. Experience in childcare preferred, but not required. Dependability, effective interpersonal and communication skills are required. Must pass a criminal background check. Up to 20 hours per week, including weekends. \$12.00 to \$13.50 per hour DOE, no benefits. Applications are available at [here](#) or at City Hall, 500 SW Dorion, Pendleton OR 97801. Return applications with a cover letter highlighting qualifications to Human Resources

at human.resources@ci.pendleton.or.us or the address above. The City of Pendleton is an Equal Opportunity employer.

PART-TIME LABORERS The City of Pendleton is accepting applications for temporary, part-time laborers to work on



an on-call basis at the Pendleton Convention Center. The position is responsible for helping with set up of tables, chairs, and other room arrangements, plus cleaning public restrooms, waste disposal and minor maintenance duties as needed. Experience in commercial custodial work or maintenance is preferred. Position requires walking, bending, stooping, and lifting. Must be able to work well with the public, assist with customer service needs during events, and be available for opening and closing building (odd hours/all days of the week). Requires valid Oregon vehicle operator's license and ability to pass a criminal background check. Salary is \$12.50-\$14.06 per hour, depending on experience, no benefits. Applications are available at [HERE](#) or at City Hall, 500 SW Dorion, Pendleton OR 97801. Return applications with cover letter highlighting qualifications to Human Resources at the same address or human.resources@ci.pendleton.or.us.

The City of Pendleton is an Equal Opportunity employer.

City Offices will be CLOSED on
December 23 and December 26



City Offices will be CLOSED on
December 30 and January 2, 2023

PENDLETON POLICE DEPARTMENT

622 Airport Road, Pendleton OR
541-276-4411
ppd.pendleton.or.us

Why is the Pendleton Police Department a great place to work?

- Dynamic people
- Team-oriented environment
- Close-knit community
- Excellent benefits
- Competitive salaries
- Opportunity for advancement



Pendleton Police Department PATROL OFFICER

- Salary \$5,072—\$6937 plus Incentives
- Competitive benefits
- Representation by the Pendleton City Police Association
- LDF/PORAC Coverage
- Ongoing Training Opportunities
- Taser, Uniforms & Equipment provided
- Tight-knit department with strong community support
- \$200 annual equipment allowance
- Court & Call back paid overtime
- Scenic community with historic roots.

The City of Pendleton is taking applications for two Police Officer positions with the Pendleton Police Department.

Applications available [HERE](#) or at the Personnel Dept., City Hall, 500 SW Dorion Avenue, or the Police Department, 622 Airport Rd., Pendleton, OR 97801. Completed applications should be delivered to Personnel at 500 SW Dorion or human.Resources@ci.pendleton.or.us The City of Pendleton is an equal opportunity employer.

AIRPORT MANAGER

About the Position

The City is looking for an innovative and business-oriented aviation professional to direct and administer the overall operation of the regional airport and the surrounding commercial, residential, and industrial properties. This position will work closely with UAS Range Manager and Economic Development Director to continue to increase airport revenues and aviation activity. Candidate must be very comfortable with both manned and unmanned aviation, and willing to work diligently towards the safe integration of the NAS. Experience with FAA's AIP process; regulatory requirements; airport leasing; and commercial air service much preferred. Graduation from a college or university with a bachelor's degree in Business or Public Administration, Real Estate, Airport Administration or a closely related field required, and progressively responsible experience in administration as a manager, assistant manager, facilities

manager, or operations supervisor with a minimum of three years' experience in a position involving airport management, commercial real estate activities and/or property management; or a satisfactory equivalent combination of education and experience. Rare opportunity to work with an incredible team of professionals and help us continue our rapid climb.

Salary range: \$78,288 – \$98,640 DOE. Excellent benefits package includes: medical; dental; vision; retirement; life insurance, and more.

To Apply

Applications are available at www.pendleton.or.us/employment or at City Hall, 500 SW Dorion, Pendleton OR 97801. For additional information, please contact the Airport at 541-276-7754. The City of Pendleton is an Equal Opportunity employer.

Pendleton Fire Dept. Resident Intern Program



Requirements

- Designed for students pursuing a career in the Fire Service or EMS
- At least 18 years old w/High School Diploma or GED Equivalent
- Valid driver's license and insurable driving record
- Maintain GPA 2.0 for tuition reimbursement
- Application, Interview, Background, Medical and Drug Screen check
- Oregon State Certified EMT-B in first 6 months and DPSST Driver/Operator, FFI and Haz-Mat Awareness/Ops within the first year.

Benefits and Wages

- Safety Equipment and uniforms provided
- Receive experience and hands on training in Firefighting and EMS
- Work schedule 48 on 96 off and assigned to a duty shift
- Off duty housing, utilities and Wi-Fi paid
- College tuition reimbursement for half of approved tuition
- Obtain Fire and EMS certifications at no cost
- After obtaining Fire and EMS certifications additional Reserve paid opportunities exist

Application and job opening can be found on <https://pendleton.or.us/hr/page/employment>

Contact Division Chief Jim Bolton, Jim.Bolton@ci.pendleton.or.us

The City of Pendleton is accepting applications for the position of Resident Intern. High school diploma or GED equivalent. Must become enrolled as a full-time college student in fire science or medical-related field of study. Must be 18 years of age, have a valid Oregon driver's license, and be able to pass a background investigation. Live expense-free at the fire station on shift and off duty in provided Fire Department housing. The salary range is \$12.50 - \$27.50 per hour (depending on qualifications,) plus tuition assistance, and housing. Applications are available from Human Resources, City Hall, 500 SW Dorion Avenue, or [HERE](#). Completed applications should be delivered by email human.resources@ci.pendleton.or.us. Or to the Administration Office at City Hall.

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