

**MISSION STATEMENT: TO PROVIDE A SAFE, HEALTHFUL AND SOUND ECONOMIC ENVIRONMENT,
PROGRESSIVELY ENHANCING OUR QUALITY OF LIFE**



**STUDY SESSION AGENDA
CITY COUNCIL – CITY OF ONTARIO OREGON
THURSDAY, FEBRUARY 7, 2019, 12:00 PM, MT**

Pursuant to the Public Meetings Laws and Rules within the Oregon Revised Statutes, the City Council has the authority, ability, and standing to take action on any items on the Agenda, or add items to the Agenda, during the Study Session or Regular Meeting, as long as all public meeting notice requirements have been met.

1) CALL TO ORDER

Roll Call: Freddy Rodriguez _____ Marty Justus _____ Ramon Palomo _____ Dan Capron _____
Michael Braden _____ Norm Crume _____ Mayor Riley Hill _____

2) PLEDGE OF ALLEGIANCE

This Agenda was posted on February 5, 2019. Copies of the Agenda are available from the City Hall Customer Service Counter and on the city's website at www.ontariooregon.org.

3) MOTION TO ADOPT THE AGENDA

4) PUBLIC COMMENTS Citizens may address the Council; however, Council may not be able to provide an immediate answer or response. Out of respect to the Council and others in attendance, please limit your comment to three (3) minutes. Please state your name and city of residence for the record.

5) OLD BUSINESS

- A) Resolution #2019-105: A Resolution Amending Resolution #2018-115 which Requires Good Financial Standing with the City to be Appointed to a City Board or Committee and Cause for Removal from a City Board or Committee
- B) Appointments to City Committees

6) NEW BUSINESS

- A) Water and Sewer Exceptions for Federal Furloughed Employees
- B) Use of North Oregon Property for Warming Shelter

7) DEPARTMENT HEAD UPDATES

- A) Finance - Monthly Update
- B) City Recorder - Quarterly Update
- C) Public Works/Jacobs - Quarterly Update

8) HAND-OUTS/DISCUSSION ITEMS

- A) City Manager Goals
- B) Annual Communication from Solid Waste Franchiser Ontario Sanitary
- C) CDBG Report from Community in Action
- D) Community Survey Committee

- E) Department Stats:
 - Public Works
 - Police
 - Code Enforcement
 - Fire
- F) Agenda:
 - SREDA 02-05-2019
 - Planning Commission 02-11-2019
- G) Packet:
 - V&C Board 02-07-2019
- H) Minutes
 - County Court: Jan 9, 2019
 - County Court: Jan 23, 2019
- I) SREDA Meetings Schedule 2019

9) CORRESPONDENCE, COMMENTS AND EX-OFFICIO REPORTS

10) ADJOURN



**AGENDA REPORT
OLD BUSINESS
February 7, 2019**

To: Mayor and City Council

FROM: Adam J. Brown, City Manager

THROUGH: Adam J. Brown, City Manager

SUBJECT: **RESOLUTION #2019-105: A RESOLUTION AMENDING RESOLUTION #2018-115 WHICH REQUIRES GOOD FINANCIAL STANDING WITH THE CITY TO BE APPOINTED TO A CITY BOARD OR COMMITTEE AND CAUSE FOR REMOVAL FROM A CITY BOARD OR COMMITTEE**

DATE: January 28, 2019

PROPOSED MOTION:

I MOVE THE CITY COUNCIL APPROVE RESOLUTION #2019-105, A RESOLUTION REQUIRING COMMUNITY MEMBERS SERVING ON BOARDS AND COMMITTEE BE IN GOOD FINANCIAL STANDING WITH THE CITY AND HOLD NO UNPAID DEBTS TO THE CITY.

SUMMARY:

City Council requested an amendment to Resolution #2018-115, which requires community members serving on boards and committees to be in good financial standing with the City of Ontario to continue service with that committee.

BACKGROUND:

The first resolution done in 2018 required that individuals who are behind on payments to loans, fees, or utility payments should not be allowed to continue serving in positions that recommend policy to the City Council.

The City Council requested the City Manager to work with the City Attorney to amend the resolution requiring community members to be in good financial standing to serve on boards and committees to include LLC's and corporations. The City Attorney prepared an amended resolution.

CURRENT SITUATION:

A resolution has been prepared for discussion and consideration by the Ontario City Council. This resolution includes LLC's and corporations operating within the City of Ontario.

ANALYSIS:

- A. **FINANCIAL** This has no immediate financial impact. This may promote community members serving on boards and committees to become current on their obligations with the city; however, the financial impact is minimal. To the best of our knowledge, all committee members are current with their financial commitments to the City of Ontario.
- B. **TIMING** This omission was discovered during the appointment process for 2019 committees. It can be passed whenever the Council sees fit to pass the resolution. Appointment vacancies come up during the year, several will be discussed at the current meeting.
- C. **POLICY/LEGAL** This is a policy decision that can only be made by the Ontario City Council.

ALTERNATIVES:

Take no action - We have had members in the past, serving on committees and boards, who have not been current with payments owed to the city. Taking no action, would allow those individuals to continue to make policy recommendations to the City Council.

RECOMMENDATION:

Staff recommends approval of Resolution #2019-105.

ATTACHMENTS:

1. Reso #2019-105 Amend Reso #2018-115 re Financial Standing



RESOLUTION # 2019-105

A RESOLUTION AMENDING RESOLUTION #2018-115 TO IMPOSE ADDITIONAL REQUIREMENTS ON COMMITTEE APPOINTEES AND THEIR BUSINESSES

WHEREAS, On April 5, 2018, the City Council approved Resolution #2018-115, obligating Committee appointees to be in good financial standing with the City in order to serve initially, or to continue to serve, on committees; and

WHEREAS, The City attorney subsequently concluded that the Resolution didn't specifically address Committee appointees who had business interests in Ontario that involved separate legal entities such as limited liability companies and corporations; and

WHEREAS, It is the Council's intent to have the rules in Resolution #2018-115 apply equally to appointees who are not sole proprietors but are partners, members or shareholders of Ontario businesses; and

WHEREAS, It is also The Council's intent to require Committee appointees to be responsible for complying with the requirements of Chapter 4 of Title 3 of the Municipal Code, dealing with the registration of Ontario businesses; and

WHEREAS, Resolution #2018-115 should be amended to carry out the Council's intent.

NOW, THEREFORE BE IT RESOLVED, by the Ontario City Council that Resolution #2018-115 is amended by adding the following additional resolutions to Resolution #2018-115:

BE IT FURTHER RESOLVED, that, for the purpose of complying with Resolution #2018-115, as Amended by this Resolution #2019-105, a committee member owns a business in Ontario if that member is a sole proprietor of an Ontario business, or is a general partner, corporate shareholder or limited liability member of an Ontario business.

BE IT FURTHER RESOLVED, that in order to act as a committee member in good standing with the City, the committee member must not only be current in that member's personal financial obligations to the City, but shall also establish that any Ontario business owned by the committee member is also current in its financial obligations to the City.

BE IT FURTHER RESOLVED, that in order to act as a committee member in good standing with the City, a committee member who owns an Ontario business shall continuously maintain a current registration for that business in compliance with Municipal Code Chapter 4, Title 3, "General Business Registration".

EFFECTIVE DATE: Immediately upon passage.

PASSED AND ADOPTED by the Ontario City Council this _____ day of _____, 2019, by the following vote:

AYES:

NAYS:

EXCUSED:

ABSENT:

Approved by the Mayor this _____ day of _____, 2019.

ATTEST:

Riley Hill, Mayor

Tori Barnett, MMC, City Recorder

Committee/Council Liaison Appointments - 2019

<u>Committee</u>	<u>Term Expires</u>	<u>Current Member</u>	<u>Applicant-Interested</u>	<u>Appointed</u>
<u>Airport</u>				
Public Member (<i>Alternate</i>)	12/2020	Vacant	Jerry Trolard	
<u>Diversity Advisory</u>				
Public Member	12/19	Vacant	Terry Fisher	
<u>Parks & Recreation</u>				
Public Member	12/2019	Vacant		
Public Member	12/2020	Vacant		
Public Member	12/2020	Vacant		
<u>V&C</u>				
Public Member - F&B	12/2021	Vacant	Terry Dols	

Airport: 4th Monday each month, 6:00 p.m. @ the Airport

Diversity Advisory: 2nd Tuesday each month, 5:30 p.m., @ City Hall

Marijuana Ad-Hoc: As needed, 5:30 p.m. @ City Hall

Parks & Recreation: 3rd Wednesday, Quarterly, 3:30 p.m., @ Rec Center (*May change after June 30, 2019*)

Planning: 2nd Monday each month, 7:00 p.m. @ City Hall

Public Works: 2nd Tuesday each month, 3:00 p.m. @ City Shop

APPOINTEE
ROLES AND RESPONSIBILITIES FOR INDIVIDUALS
SERVING ON STATUTORY BOARDS, COMMITTEES AND
THE PLANNING COMMISSIONS

Introduction

The City of Ontario uses various appointments to boards, committees, and the Planning Commission to advise the City Council. Each varies in terms of:

- 1) the duties of the individuals appointed;
- 2) the length of the appointment;
- 3) compensation, if any, that is to be received;
- 4) whether City Councilors may serve as voting members or in Ex-Officio status;
- 5) the date and time of meetings and the number of meetings per year

Appointment Process

- 1) Solicitation - The opening is advertised in the local media for all positions.
- 2) Application - Each individual must complete an application form – whether they are nominated or responding to a solicitation. The forms are available from the City Recorder's Office, the City Hall Reception Desk, or can be downloaded off the city's internet website www.ontariooregon.org.
- 3) Nomination - A person can be nominated for the position at a City Council meeting.

Completed applications shall be submitted to the City Recorder's Office – 444 SW 4th Street, Ontario, OR 97914. A faxed application is acceptable at (541)889-7121.

Applicant Requirements

Potential nominees should:

- Have an interest in the position they are applying for;
- Be willing to become knowledgeable about the particular board, committee, or commission;
- Be committed and willing to serve as a representative of the city;
- Have no conflict of interest in regard to the appointment they are applying for;
- Apply or accept a nomination willingly, and not out of a sense of obligation;
- Be available on the dates and times of the meetings, as attendance at meetings is encouraged. The determination of unexcused absences shall be made by the respective board, committee, or commission. A recommendation for removal from the position shall be forwarded to the City Council for review and potential action. This Section shall not apply to boards, committees or commissions which have other statutory procedures for removal of members

Roles and Responsibilities

The roles of individuals appointed to various boards and commissions vary depending on the statutory nature of the appointment.

1) Some board, committee, or commission appointments serve only in an **advisory capacity** while other positions may be both **advisory and policy management**. The statutes govern the nature of the role of the board or commission.

- a) **Advisory Boards** - Boards, committees, and the Planning Commission which are advisory in nature function as a sounding board to the agency director or management personnel. The member is appointed to solicit feedback from the community and to advise the management staff on such issues as program priorities, the success of the agency in meeting stated objectives, and to provide assistance to management staff in addressing issues and concerns which may develop in relationship to the agency functioning in the community. Separating an advisory role from a policy management role is a fine line which may have to be defined by mutual agreement between the board, committee, or Planning Commission and management staff. The internal day-to-day management and operation of an agency is not the function of an advisory board, committee, or Planning Commission unless management staff solicits input. If the operation, management, and performance is below desired levels (assuming it is known what those levels are), the advisory body has an obligation to provide feedback to the management staff and actively seek resolution of the deficiencies.
- b) **Advisory and Policy Management Boards** - Boards, committees, or the Planning Commission which have both advisory and policy management responsibilities, such as approving contracts, approving and reviewing budgets, or making decisions on land use actions, require a more active role on the part of appointed members. This requires each appointee to gain an in-depth understanding of the operating policies and guidelines which contribute to the operation of the agency. However, the day-to-day management of the agency remains with the management staff.

2) After Appointment:

- a) Once appointed, board, committee, and Planning Commission members have the responsibility to become familiar with the goals and objectives of the agency, and any state and/or county statutes which guide the operation of the agency and its financing arrangements. Some agencies have a complex financing arrangement with federal, state and local funds involved. Developing a knowledge base of the financing arrangement is important if the appointee is to fulfill their role as a contributing member to the advisory body.
- b) Appointees should be mindful that they are serving as a representative of the City of Ontario.
- c) Appointees should come prepared to meetings. Members should take the time to become familiar with the agency, its challenges, problems and programs. In addition, gaining operational knowledge of the financial condition is paramount to becoming an effective member.

CITY OF ONTARIO

REQUEST FOR BOARD OR COMMISSION APPOINTMENT

Mail or personally deliver to: *City of Ontario -- City Recorder*
444 SW 4th St., Ontario, OR 97914
(541) 889-3232 FAX (541) 889-7121

The Ontario City Council appoints individuals to numerous Boards, Committees, and the Planning Commission. Persons who wish to serve need to provide the following information.

NAME: Trolard Jerry N
Last First, Middle Initial

HOME ADDRESS: 1331 John Day Hwy Vale 97918
Street City Zip Code

TELEPHONE: 541-473-3392 jktrolard196@gmail.com
Home, Work, Cell, or Business (Include Area Code) E-mail Address

Name of Board, Committee, or Commission for appointment requested:

Airport
1. 2. 3.

Community Activities/Civic Organization/Boards/Committees:

Activity / Organization:	Length of Service	Position (s) Held:

Employment:

Vale School District	Bus Driver	8-16-2016
Current Employer:	Position:	Dates of Employment:

Education:

High School

Please indicate why you are requesting appointment to this Board (s) /Commission (s):

To develop the airport to its fullest potential.

Additional Information you feel may be helpful in considering your request for appointment:

Pilot and airplane owner

Jerry Trolard

Signature:

February 4, 2019

Date:

Submit

Reset

CITY OF ONTARIO

REQUEST FOR BOARD OR COMMISSION APPOINTMENT

Mail or personally deliver to: **City of Ontario -- City Recorder**
444 SW 4th St., Ontario, OR 97914
(541) 889-3232 FAX (541) 889-7121

The Ontario City Council appoints individuals to numerous Boards, Committees, and the Planning Commission. Persons who wish to serve need to provide the following information.

NAME: FISHER TERRENCE L
Last First, Middle Initial
HOME ADDRESS: 530 NW 11th St. ONTARIO 97914
Street City Zip Code
TELEPHONE: 337-532-1900 cell / 541-889-2490 work fisher.terrence@gmail.com
Home, Work, Cell, or Business (Include Area Code) E-mail Address

Name of Board, Committee, or Commission for appointment requested:

Diversity Advisory Committee
1. 2. 3.

Community Activities/Civic Organization/Boards/Committees:

Activity / Organization:	Length of Service	Position (s) Held:
<u>Hands Around the Park / Lifeways</u>	<u>FIRST year 2018</u>	<u>committee member</u>
<u>Beta Sigma Epsilon Fraternity</u>	<u>2 years 2014-2016</u>	<u>Recruitment chair, Vice Pres.</u>

Employment:

<u>Lifeways Inc.</u>	<u>Mental Health Specialist / A&D counselor (Intern)</u>	<u>05/18 to present</u>
Current Employer:	Position:	Dates of Employment:

Education:

Southwestern Indian Polytechnic Institute - AA, University of New Mexico - BA Sociology
minor in NATIVE American studies

Please indicate why you are requesting appointment to this Board (s) /Commission (s):

To become an advocate for the local Indigenous communities in the surrounding area that values cultural preservation & celebration in a respectful manner.

Additional Information you feel may be helpful in considering your request for appointment:

I have participated in many different Native American organizations of assorted tribal heritage & completed projects with cultural sensitivity ~~and~~ with members, and respect in mind.

[Signature]
Signature:

9/28/18
Date:

Submit

Reset

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CITY OF ONTARIO REQUEST FOR BOARD OR COMMISSION APPOINTMENT

Mail or personally deliver to: **City of Ontario -- City Recorder**
444 SW 4th St., Ontario, OR 97914
(541) 889-3232 FAX (541) 889-7121

The Ontario City Council appoints individuals to numerous Boards, Committees, and the Planning Commission. Persons who wish to serve need to provide the following information.

NAME: Dols TERRY L.
Last First Middle Initial
HOME ADDRESS: 415 UNION AVE. Ontario, Oregon 97914
Street City Zip Code
TELEPHONE: 503-317-4216 Terry.dols@hotmail.com
Home, Work, Cell, or Business (Include Area Code) E-mail Address

Name of Board, Committee, or Commission for appointment requested:

Visitor + Convention
1. 2. 3.

Community Activities/Civic Organization/Boards/Committees:

Activity / Organization:	Length of Service	Position (s) Held:
<u>Revitalize Ontario</u>	<u>1 year</u>	<u>Board Member</u>
_____	_____	_____
_____	_____	_____

Employment:

<u>Second + Vine Bistro</u>	<u>Owner</u>	<u>06/01/2016 to present</u>
Current Employer:	Position:	Dates of Employment:

Education:

BS Degrees, Industrial Psychology + Public Affairs as well as
post grad studies
Please indicate why you are requesting appointment to this Board (s) / Commission (s):
commitment to supporting Ontario community

Additional Information you feel may be helpful in considering your request for appointment:

Terry Dols
Signature:

February 4, 2019

Date:

Submit

Reset



**AGENDA REPORT
NEW BUSINESS
February 7, 2019**

To: Mayor and City Council

FROM: Adam J. Brown, City Manager

THROUGH: Adam J. Brown, City Manager

SUBJECT: WATER AND SEWER EXCEPTIONS FOR FEDERAL FURLOUGHED EMPLOYEES

DATE: January 25, 2019

PROPOSED MOTION:

I MOVE THAT THE ONTARIO CITY COUNCIL WAIVE SHUT-OFFS AND ASSOCIATED LATE FEES FOR PERSONS WHO CAN PROVE EMPLOYMENT WITH THE FEDERAL GOVERNMENT AND ALLOW THEM A GRACE PERIOD THROUGH MARCH 1, 2019 TO GET CAUGHT UP.

SUMMARY:

Several Council members requested that the Council as a whole consider relief of water and sewer bills for federal furloughed employees.

BACKGROUND:

Over 800,000 federal employees were furloughed for 35 days, the longest government shutdown in the history of the United States.

CURRENT SITUATION:

The government is back to work and the Office of Personnel Management has indicated that workers will receive back pay. Still, there is undoubtedly some hardship associated with missing two pay periods and getting caught up.

To assess the magnitude of the problem experienced by federal employees living in Ontario, we put out a request on Facebook and also a note in the water bill to notify our Utility Billing Clerk if you are a federal employee who has been furloughed. To date we have not received any notifications; however, water bills just went out. They will be tracked up until the Council meeting.

Potential federal employees living in the city might be from the Social Security Administration Office, the Bureau of Land Management, the Bureau of Reclamation, Forestry Service, or National Park System.

There are several options available to the Council. One option is to forgive the January water bill. Another option would be to agree not to shut off persons who can prove they are federal employees who are not able to make their payment in January or February.

ANALYSIS:

- A. **FINANCIAL** The average household water and sewer bill for January is \$73.84
- Staff will provide an update of how many persons are impacted at the Council meeting so the Council will have an order of magnitude to calculate the financial impact.
- B. **TIMING** Federal employees should have received full back pay already or in the very near future. It can be hardship though to climb out of a hole after missing multiple pay periods.
- C. **POLICY/LEGAL** The City Manager has some discretion in waiving fees or delaying shut-offs, but a decision that would impact a class of workers such as this should be made by the whole City Council.

In terms of a policy decision, there are many private sector employees who experience temporary loss of work for no fault of their own. We generally work with people in hardship cases that come to us before the payment is due and who are willing to work out a payment plan. That is done on an individual basis though.

ALTERNATIVES:

1. Take No Action
2. Dismiss the January water bill for employees that can prove federal employment.
3. Waive shut-offs for the month of January and February for Federal employees giving them an opportunity to catch up.

RECOMMENDATION:

The City Manager recommends that the City Council waive shut offs and associated late fees for persons who can prove employment with the federal government and allow them a grace period through March 1, 2019, to get caught up.

ATTACHMENTS:

None



**AGENDA REPORT
NEW BUSINESS
February 7, 2019**

To: Mayor and City Council

FROM: Adam J. Brown, City Manager

THROUGH: Adam J. Brown, City Manager

SUBJECT: USE OF NORTH OREGON PROPERTY FOR WARMING SHELTER

DATE: January 31, 2019

PROPOSED MOTION:

THE CITY MANAGER RECOMMENDS APPROVAL OF A FOUR MONTH TEMPORARY AGREEMENT TO DETERMINE THE FITNESS FOR A PARTNERSHIP WITH COMMUNITY IN ACTION TO USE THE CITY FACILITY AS A LONGER-TERM WARMING SHELTER.

SUMMARY:

Harvest House warming shelter and meal site closed in 2016. An adequate long-term replacement has not been determined. The City of Ontario has a facility at an ideal location that is well suited as a replacement facility. Staff is recommending entering a short-term agreement to see if this will work.

BACKGROUND:

Harvest House closed their doors at the end of 2016. They provided services like showers, clothing, sleeping bags, and meal services for the homeless, as well as a warming shelter. Community in Action has been carrying on some meal services at a local church, but this will not answer the long-term needs.

Neighboring communities including Ontario, Nyssa, Vale, and Malheur County came together to keep services going for the rest of 2017. Community in Action has been operating out of other funds in 2018.

I toured the City Maintenance Shop on North Oregon with Community in Action. The layout, space, and current fixtures lend itself very well for hosting these types of services.

CURRENT SITUATION:

There is still severe cold weather ahead of us before spring comes. Our human services agencies are dealing with a lot of families who need places to get warm, take a shower, and get nutrition.

The facility could be used this year without modification. The city could support the facility by a subsidized rent without any cash contribution. I am proposing a rent of \$400 per month. Fair Market Value is probably around \$1,400 per month based on the previous lease.

Community in Action is prepared to step in and manage the facility should the Council agree to give it a try. The Homeless Coalition is very supportive of this option. A brief trial period will give both parties an opportunity to see if the partnership works.

ANALYSIS:

- A. **FINANCIAL** Community in Action will cover all utility costs for the building. The revenue generated, if continued year round, would be \$4,800. The in-kind contribution would be about \$12,000.
- B. **TIMING** There are families and individuals struggling in our community being exposed to the elements. Any relief the city can provide will be appreciated. The building can be used as soon as an agreement is approved by the Council.
- C. **POLICY/LEGAL** The Council must approve property leases.

ALTERNATIVES:

Take No Action - Without action, limited services will be provided at Origins Faith Community Church.

RECOMMENDATION:

The City Manager recommends approval of a four month temporary agreement to determine the fitness for a partnership with Community in Action to use the city facility as a longer-term warming shelter.

ATTACHMENTS:

- 1. Exhibit A_City Shop Map_2 1 2019
- 2. Lease_CC_Community

Exhibit A

55 NE 2nd Avenue, Ontario, OR 97914

Tax Map Number 18S47E03CB, Taxlot 6301





LEASE AGREEMENT
55 NE 2nd Avenue, Ontario, OR 97914

THIS LEASE AGREEMENT (the "Lease") made and entered into this 7th day of February 2018 (the "Effective Date"), by and between the **City of Ontario, Oregon, a municipal corporation**, hereinafter referred to as "Landlord" and **Community in Action**, an Oregon nonprofit, hereinafter referred to as "Tenant."

WITNESSETH:

WHEREAS, Landlord is the owner of certain real property at 55 NE 2nd Avenue, Ontario, OR 97914; and

WHEREAS, Tenant desires to lease a portion of the facility located at 55 NE 2nd Avenue.

AGREEMENT:

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein it is agreed as follows:

- 1) Landlord leases to Tenant and Tenant leases from Landlord the real property described in Exhibit "A," attached hereto and by this reference incorporated herein, comprised of approximately .49 acres and the 4,880 square foot clubhouse located thereon (collectively, the "Property"), for a period of **Four (4) months**, commencing on the Effective Date. Absent a Tenant event of default, Landlord's election to terminate the Lease as provided herein shall be based solely upon Landlord's need to utilize the Property for other uses.
- 2) Tenant shall pay to Landlord rent of the amount of \$400 per month (the "rent" or "Rent") for the Property, subject to the rights of Landlord to escalate the rent as more specifically provided for hereinafter. The parties hereto covenant and agree that the total area of the Property is (.49) **acres** for the purposes of determining the annual rent herein. The Rent shall be paid on or before the **1st day of each month**. Rent will for any partial month in the event the First Payment Date is not on the first day of the month shall be prorated and any partial payment and rent due for the following calendar month shall be paid on the 1st day of the month following the First Payment Date.
- 3) Concurrently with the execution of this Lease by Landlord and Tenant, Tenant will deliver to Landlord a Security Deposit in the amount of \$1,000. Landlord may apply the Security Deposit to pay the cost of performing any obligation that Tenant fails to perform within the time required by this Lease, but such application by Landlord will not waive Landlord's other remedies nor be the exclusive remedy for Tenant's default.
 - a) If Landlord applies the Security Deposit as set forth herein, Tenant will pay Landlord, on demand, all sums necessary to restore the Security Deposit to its original amount. Tenant will not have the right to apply the Security Deposit or any part thereof to any Rent or other sums due under this Lease.

- b) If Tenant is not in default of this Lease at the expiration or termination hereof, Landlord will return the unapplied portion of the Security Deposit to Tenant within 30 days of the expiration or termination date. Landlord will not be obligated to pay interest on the Security Deposit.

4) It is mutually understood and agreed between the parties hereto that the rent is less than the current fair market value (the "FMV") estimated at \$1,400 per month, from previous leases and that the \$1,000 difference between the FMV and rent is considered in kind payment for the services provide a the facility.

5) All plans for new construction or improvements made on the Property are to be submitted to Landlord in writing for its approval prior to commencement of the installation of any improvements or new structures, and the same to be constructed and operated in conformity with all applicable law, ordinances and regulations. Any construction shall be completed solely with Tenant's labor and at Tenant's expense.

6) Tenant will keep and maintain all structures on the Property in a constant state of good repair, ordinary wear and tear excepted, and will refrain from storing any equipment or debris outside buildings and will keep the Property in a clean and sightly condition. It is mutually understood and agreed between the parties hereto that the building inspector of the City of Ontario shall have the right to inspect the Property periodically upon reasonable notice to Tenant and provided such right shall not unreasonably interfere with Tenant's use of the Property. In the event the building inspector of the City of Ontario deems any structure upon the Property not to be in compliance with any applicable statute, ordinance, rules or regulation or this agreement as the result of Tenant's use of the Property, only, Tenant agrees to correct such non-complying item at Tenant's sole expense.

7) Tenant covenants and agrees to:

- a) Maintain the landscaping immediately around the facility and manage weeds on the Property;
- b) Make modifications to the interior to accommodate business needs;

8) Except with respect to activities for which Landlord is responsible, Tenant shall pay as due all claims for work done on and for services rendered or material furnished to the Property at the request of Tenant, and Tenant shall keep the Property free from any liens. If Tenant fails to pay such claims or to discharge any lien, Landlord may do so on Tenant's behalf, and collect the actual and reasonable fees incurred by Landlord as additional rent. Any amount so added shall bear interest at the rate of 12% per annum from the date expended by Landlord and shall be payable on demand. Such action by Landlord shall not constitute a waiver of any right or remedy which Landlord may have on account of Tenant's default.

Tenant may withhold payment of any claim in connection with a good-faith dispute over the obligation to pay, so long as Landlord's property interests are not jeopardized. If a lien is filed as a result of non-payment, Tenant shall, within ten days after knowledge of the filing, secure the discharge of the lien or deposit with Landlord cash or a sufficient corporate surety bond or other security satisfactory to Landlord in an amount sufficient to discharge the lien plus any costs, attorney fees and other charges that could accrue as a result of a foreclosure or sale under the lien.

9) Tenant shall obtain Commercial General Liability Insurance from a responsible company, 55 SE 2nd Ave. Lease

with limits of \$1,000,000 each occurrence, \$2,000,000 in the General Aggregate, naming Landlord as an additional insured. Such insurance shall cover all risks arising directly or indirectly out of Tenant's activities on or any condition of the Property excluding any occurrences or matters caused or contributed to by Landlord's negligence, shall protect Tenant against the claims of Landlord on account of the obligations assumed by Tenant under the provisions of the indemnification paragraph contained herein, and shall protect Landlord and Tenant against any and all claims of third persons. **Tenant is required to provide a copy of current insurance coverage to the city.** If Tenant fails to provide such coverage or allows it to lapse, Landlord may provide such coverage for its own protection. In that event, Landlord makes no representations, warranties or assurances that said coverage is adequate for the purposes of protecting Tenant. The purpose of said insurance obtained by Landlord is solely for the protection of Landlord and nothing in this paragraph is intended to waive the limits as established in the Oregon Tort Claims Act, ORS 30.260 et seq., as it applies to Landlord.

10) No part of the Property may be assigned to any third person without the prior written consent of Landlord, which shall not be unreasonably withheld, conditioned, or delayed. This provision shall apply to all transfers by operation of law and to transfers to and by trustees in bankruptcy, receivers, administrators, executors and legatees. No consent in one instance shall prevent the provision from applying to a subsequent instance.

11) The following shall be events of default:

a) Failure of Tenant to pay any rent or other charge within thirty (30) days after it is due.

b) Failure of Tenant to comply with any term or condition or fulfill any obligation of the lease (other than the payment of rent or other charges) within fifteen (15) days after written notice by Landlord specifying the nature of the default with reasonable particularity. If the default is of such a nature that it cannot be completely remedied with the fifteen (15) day period, this provision shall be complied with if Tenant begins correction of the default within the fifteen (15) day period and thereafter proceeds with reasonable diligence and in good-faith to effect the remedy as soon as practicable.

c) Insolvency of Tenant; an assignment by Tenant for the benefit of creditors; the filing by Tenant of a voluntary petition in bankruptcy; and adjudication that Tenant is bankrupt or the appointment of a receiver of the properties of Tenant; the filing of an involuntary petition of bankruptcy and failure of Tenant to secure a dismissal of the petition within 60 days after filing; attachment of or the levy of execution on the leasehold interest and failure of Tenant to secure discharge of the attachment or release of the levy of execution within 60 days. If Tenant consists of two (2) or more individuals or business entities, the events of default specified in this paragraph shall apply to each individual unless within 60 days after an event of default occurs the remaining individuals produce evidence satisfactory to Landlord that they have unconditionally acquired the interest of the one causing the default. If the Lease has been assigned, the events of default so specified shall apply only with respect to the party then exercising the rights of Tenant under the lease.

12) In the event of a default, the Lease may be terminated at the option of Landlord by notice in writing to Tenant. The notice may be given before or during the applicable grace period for default and may be included in a notice of default given under the provisions of paragraph 7 above set

forth, however, such notice shall not impair or limit Tenant's cure rights hereunder. If the Property is abandoned for more than twenty consecutive days by Tenant without Landlord's consent in connection with a default, termination shall be automatic and without notice.

13) If the Lease is not terminated by election of Landlord or otherwise, Landlord shall be entitled to recover damages from Tenant for the default.

14) If the Lease is terminated for any reason, Tenant shall vacate the Property immediately and shall remove all improvements, trade fixtures, equipment, and non-permanent structures constructed by Tenant on the Property and shall perform any necessary clean-up or other work required to lease the Property in its original condition, normal wear and tear excepted. Any improvements not removed within ninety (90) days after the termination of this Lease shall become the property of Landlord. Landlord may re-enter, take possession of the Property and remove any persons or property by legal action or by self-help with the use of reasonable force and without the liability for damages.

15) The foregoing remedies shall be in addition to and shall not exclude any other remedy available to Landlord under applicable law. Tenant shall have all available remedies at law or in equity in the event of a Landlord default.

16) Waiver by either party of strict performance of any provision of this Lease shall not be a waiver of or prejudice the party's right to require strict performance of the same provision in the future or of any other provision.

17) If suit or action is instituted in connection with any controversy arising out of this Lease, the prevailing party shall be entitled to recover in addition to the costs such sum as the court may adjudge reasonable as attorney fees, including attorney fees upon appeal.

18) Any notice required or permitted under this Lease shall be given when actually delivered or when deposited in the United States mail as certified mail, addressed as follows:

To Landlord: City of Ontario
 444 SW 4th Street
 Ontario, Oregon 97914

To Tenant: Community in Action
 49 NW 1st St. #6
 Ontario, OR 97914

or to such other address as may be specified from time to time by either of the parties in writing.

19) Subject to the above-stated limitation on transfer of Tenant's interest, this Lease shall be binding upon and inure to the benefit of the parties, their respective successors and assigns.

20) If Tenant fails to perform any obligation under this Lease, Landlord shall have the option to do so after fifteen (15) days written notice to Tenant. All of Landlord's expenditures to correct the default shall be reimbursed by Tenant on demand with interest at the rate of 12% per annum from the date of notice of the same to Tenant.

21) In construing this Lease, it is understood that Landlord or Tenant may be more than one person; that if the context so requires, the singular pronoun shall be taken to mean and include the plural, the masculine, the feminine and the neuter, and that generally all grammatical changes shall be made, assumed and implied to make the provisions hereof apply equally to corporations and to individuals.

[end of text]

IN WITNESS WHEREOF, the parties have caused this instrument to be executed as of the date and year first above written.

CITY OF OREGON, OREGON

ATTEST

Riley J. Hill, Mayor

Tori Barnett, MMC, City Recorder

COMMUNITY IN ACTION

Barbara Higinbotham, Executive Director

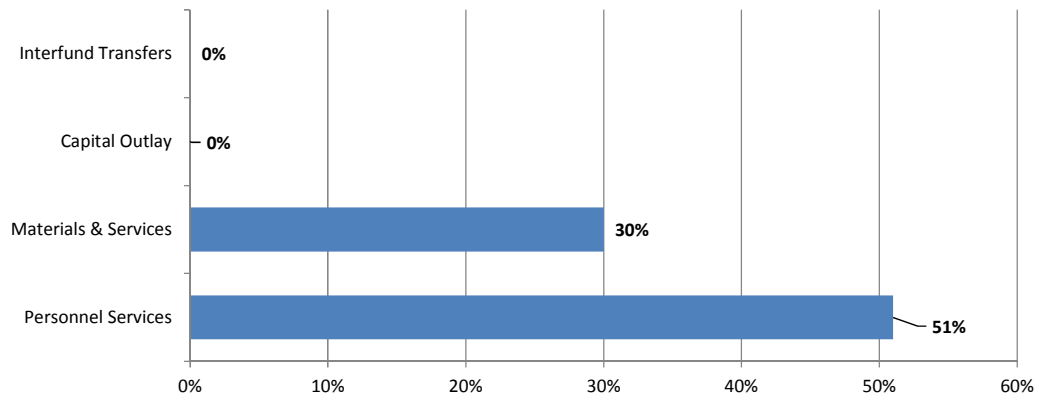
EXHIBIT "A"
Legal Description of Property

**CITY OF ONTARIO
GENERAL FUND - DEPARTMENT EXPENSE
FOR THE PERIOD ENDED
DECEMBER 31, 2018**

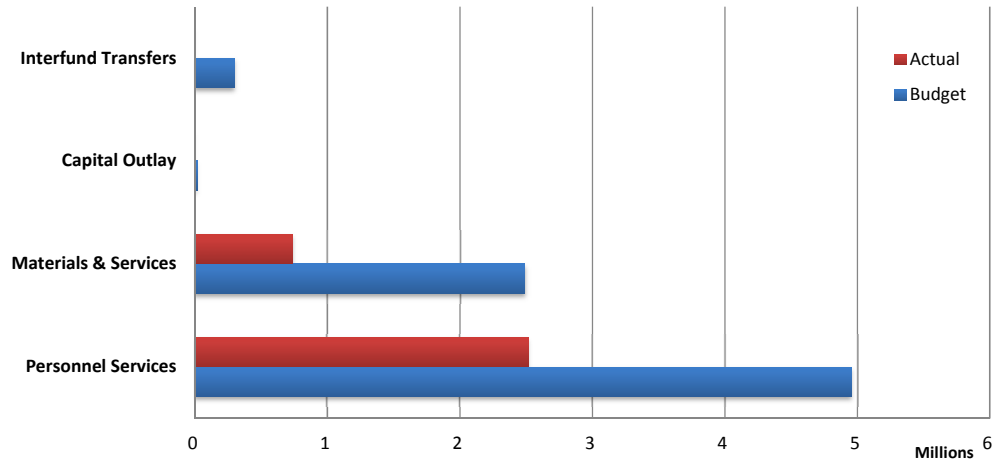
DEPARTMENT	BUDGET	ACTUAL	% EXPENDED	COMMENTS
Parks	130,374	92,891	71.2%	contract paid month ahead will have resolution
Recreation	119,616	84,556	70.7%	
Parks & Recreation	249,990	177,446	71.0%	
Fire	1,436,598	689,533	48.0%	
Code Enforcement	126,154	63,440	50.3%	
Police	3,286,782	1,651,350	50.2%	
Police reserves	2,000	-	0.0%	
Public Safety Total	4,851,534	2,404,324	49.6%	
Administration	470,084	202,439	43.1%	
City Council	25,292	5,628	22.3%	
Business Registration	1,100	101	9.1%	
Cemetery	116,418	75,054	64.5%	
Finance	234,857	102,826	43.8%	
Technology	108,606	50,213	46.2%	
General Government Total	956,357	436,261	45.6%	
Community development	163,760	76,387	46.6%	
Community Development	163,760	76,387	46.6%	
Administrative Overhead	1,259,111	161,262	12.8%	PERS side account payments will be made February 2019
Other Total	1,259,111	161,262	12.8%	
Operating Transfers Out	267,157	-	0.0%	
GENERAL FUND TOTALS	\$ 7,747,909	\$ 3,255,679	42.0%	
YTD BUDGET BENCHMARK			50.0000%	

**CITY OF ONTARIO
GENERAL FUND - DEPARTMENT EXPENSE
FOR THE PERIOD ENDED
DECEMBER 31, 2018**

% Expended by Category



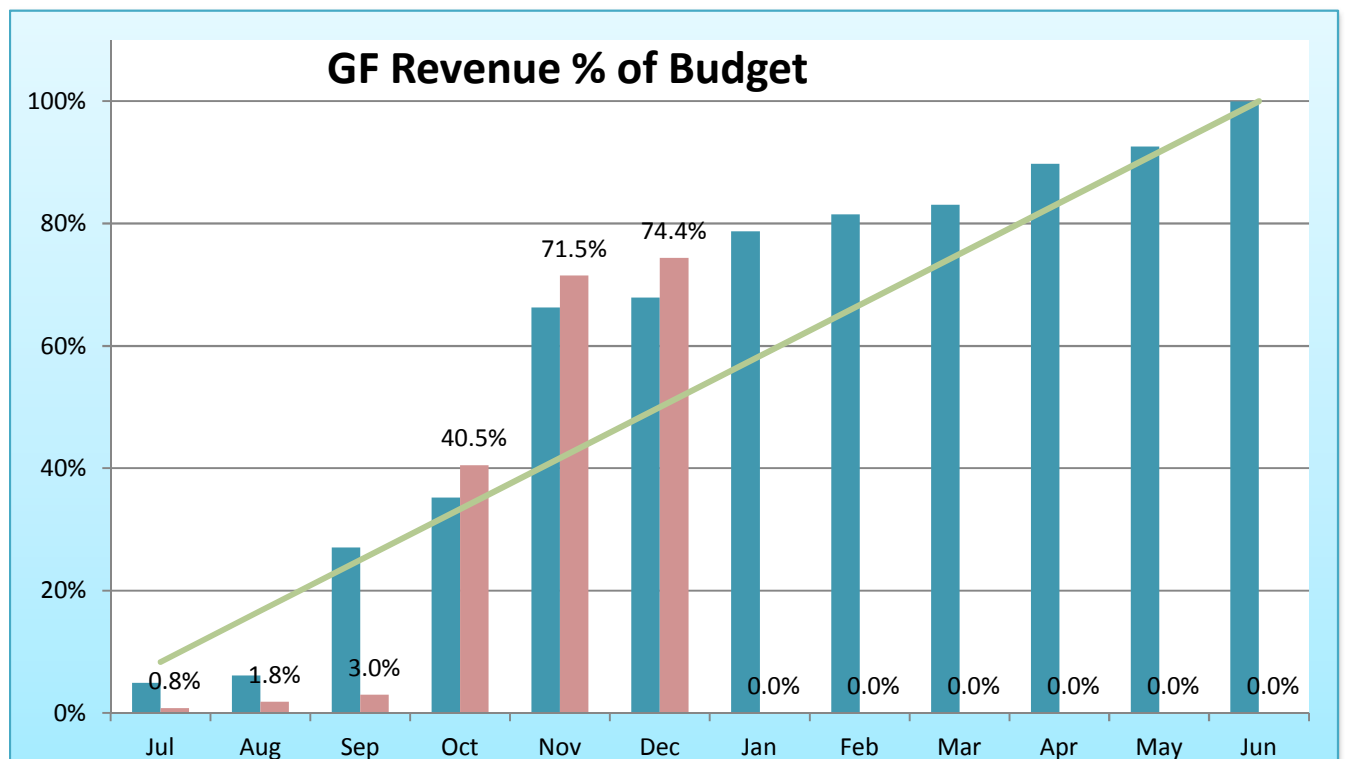
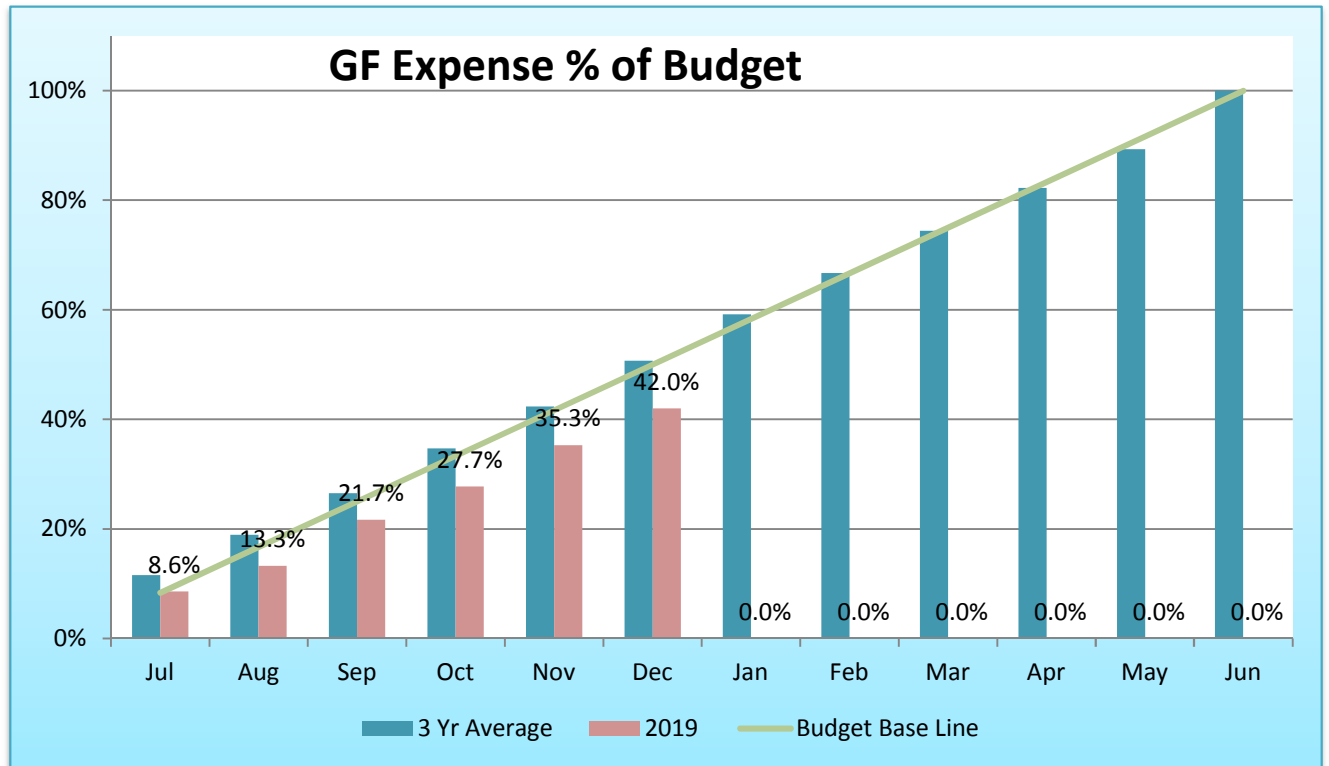
Budget to Actual by Category



**CITY OF ONTARIO
GENERAL FUND - DEPARTMENT REVENUE
FOR THE PERIOD ENDED
DECEMBER 31, 2018**

DEPARTMENT	BUDGET	ACTUAL	% REALIZED	COMMENTS
GENERAL FUND BEGINNING FUND BALANCE	2,449,445	2,779,170	113.5%	(not calculated in totals)
Parks	51,900	23,373	45.0%	Will need supplemental budget
Recreation	16,873	14,955	88.6%	
Parks & Recreation	68,773	38,328	55.7%	
Fire	134,372	29,962	22.3%	Quarterly payments rural fire Civil penalties higher revenue
Code Enforcement	21,050	15,088	71.7%	
Police	420,010	154,475	36.8%	
Public Safety Total	575,432	199,525	34.7%	
Interest	35,000	31,610	90.3%	Interest rates keep raising Quarterly payments, prior year 1st pmt received December
State Revenue Sharing	124,887	33,554	26.9%	
PERS Allocation Transfer	146,480	-	0.0%	
Administrative Services	497,148	248,574	50.0%	Quarterly payments
Other General Revenues	12,655	3,217	25.4%	
Property Taxes	3,634,901	3,205,850	88.2%	
Alcohol Bvg License & Fee	188,355	62,775	33.3%	
Cigarette tax	14,362	6,093	42.4%	
Franchise Fees	1,648,374	410,202	24.9%	
Business Registration	1,700	745	43.8%	
Cemetery	51,750	8,190	15.8%	
General Government Total	6,355,612	4,010,810	63.1%	
P&Z Hearings	4,000	3,292	82.3%	
Application Fees	300	300	100.0%	
Community development	4,300	3,592	83.5%	
GENERAL FUND REVENUE TOTALS	\$ 7,004,117	\$ 4,252,255	60.7%	
YTD CURRENT YEAR PROFIT(LOSS)				\$ 996,576
YTD BUDGET BENCHMARK				50.0%  10.7%

**CITY OF ONTARIO
GENERAL FUND
FOR THE PERIOD ENDED
DECEMBER 31, 2018**



**CITY OF ONTARIO
OTHER FUNDS - DEPARTMENT EXPENSES AND REVENUE
FOR THE PERIOD ENDED
DECEMBER 31, 2018**

DEPARTMENT/FUND	EXPENDITURES				REVENUES		
	BUDGET	ACTUAL	% EXPENDED		BUDGET	ACTUAL	% REALIZED
005 Golf Course Fund	6,000	5,999	100.0%		6,000	5,999	100.0%
010 Grant Fund	388,976	321,643	82.7%		388,976	(2,022)	-0.5%
027 Building Fund	153,475	65,302	42.5%		192,475	255,339	132.7%
030 Capital Projects Fund	1,479,704	1,074,503	72.6%		3,875,536	3,687,692	95.2%
031 SDC Fund	340,221	-	0.0%		340,221	360,690	106.0%
035 Debt Service Fund	58,665	29,642	50.5%		81,380	78,789	96.8%
045 Street Fund	2,244,985	1,035,112	46.1%		2,244,985	1,122,828	50.0%
050 Trust Funds	636,825	189,554	29.8%		793,480	566,840	71.4%
055 Reserve Funds	678,284	47,623	7.0%		2,360,576	2,347,282	99.4%
060 Revolving Loan Fund	546,834	10,700	2.0%		546,834	542,772	99.3%
065 Aquatic Donation Fund	25,814	-	0.0%		25,814	25,814	100.0%
105 Water Fund	3,156,064	1,685,019	53.4%		4,516,458	3,256,005	72.1%
110 Sewer Fund	3,107,885	1,610,568	51.8%		5,338,610	4,146,982	77.7%
115 Storm Sewer Fund	233,720	53,108	22.7%		615,981	558,009	90.6%
120 Airport Fund	122,976	62,536	50.9%		122,976	108,876	88.5%
125 Aquatic Fund	573,305	149,781	26.1%		573,305	215,807	37.6%
YTD BUDGET BENCHMARK50.0%							

02/07/2019



City Recorder

Semi-Annual Report
Jul 1-Dec 31, 2018

Tori Barnett, MMC
City Recorder

Job duties include:

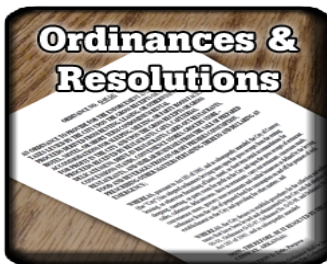


- ❖ Records Custodian/Archivist
- ❖ Elections Official
- ❖ Ordinance/Resolution Docket
- ❖ Business Registrations
- ❖ Cemetery Records/Deeds
- ❖ Clerk to the Council
- ❖ Website Co-Administrator
- ❖ Agent of Record
- ❖ Notary Public
- ❖ Updates to OpenGov
- ❖ CivicClerk Co-Administrator
- ❖ Municipal Code Book Updates





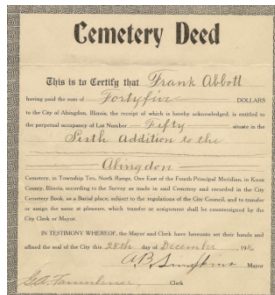
One Police Officer sworn into office.



**Five ordinances and 17 resolutions
were brought before Council.**



**20 new applications filed;
2 renewals filed.**



**Processed 68 cemetery documents.
That includes deeds, receipts, burials,
transfers, or changes.**

- The Council held 10 meetings, six work sessions, and two special meetings. 18 packets were created and distributed.
- Processed multiple FIOA requests.
- Updated the city's website.
- Updated the Municipal Code.
- Notarized multiple documents.
- Worked on Ballot Measure for November, 2018.
- Worked on Mayor and Council elections for November, 2018, ballot.
- Began recruitment for upcoming vacancies on city Boards and Committees.
- Updated Boards, Committees, and Commissions, as needed.





Questions?



Quarterly Business Report

October ~ November ~
December 2018



Field Services

- Left: Crew repairing sink hole in asphalt.
- Right: Jacobs crew excavating for leak at Lion's Park.



Field Services

- Crew crack sealing in Northwest area of town.



Field Services

- Installing new LED Stop sign at intersection of NW 4th Ave. and Verde Dr.



Field Services

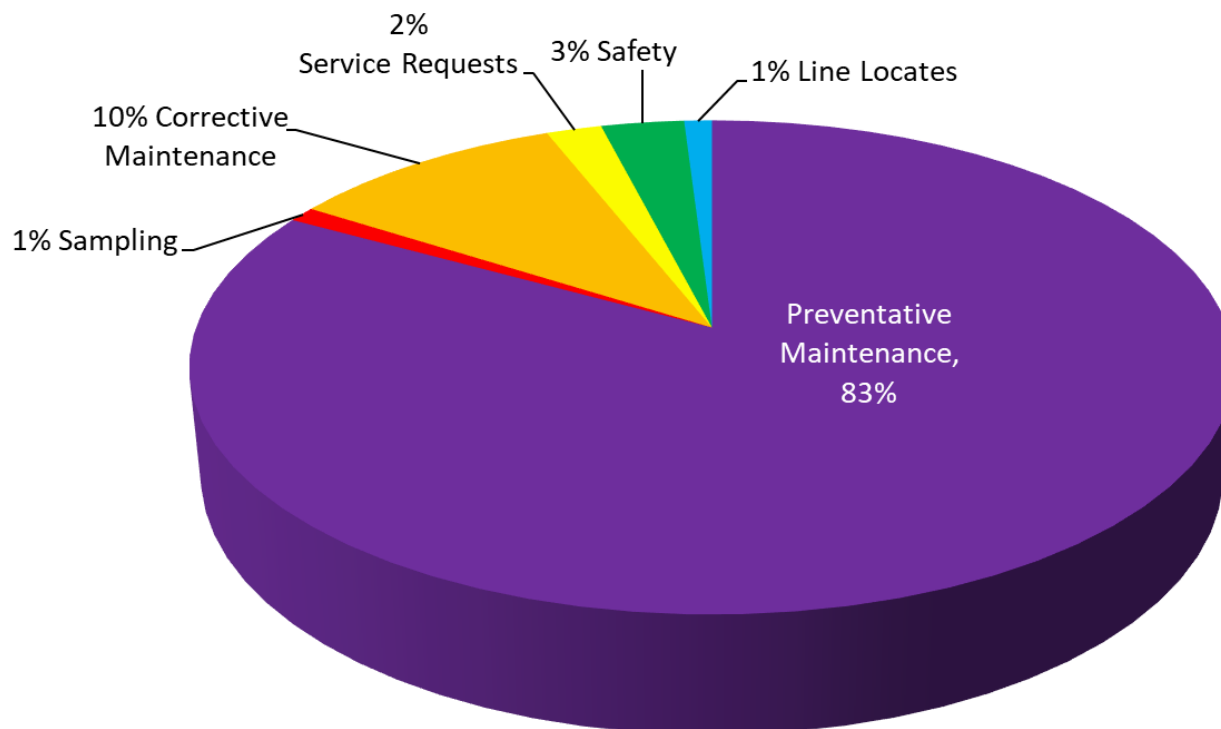
- Jacobs crew in the process of Fall leaf clean up.
- Crews hauled 97 10 yard dump truck loads to Ontario Sanitary Service.



October ~ November ~ December

2018

Work Orders by Work Order Type



Water Treatment Plant



- Employee cleaning out clarifier #1
- Staff performing maintenance on air/vacuum release valve.

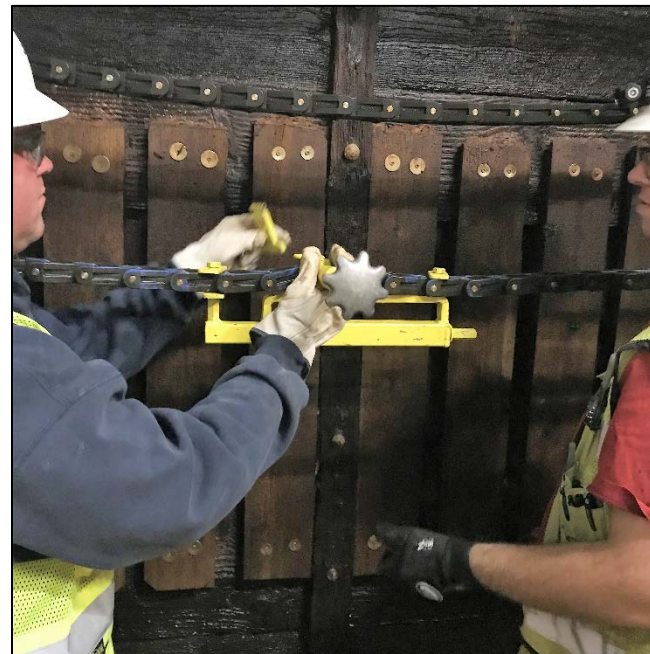


Quarterly Report Presentation



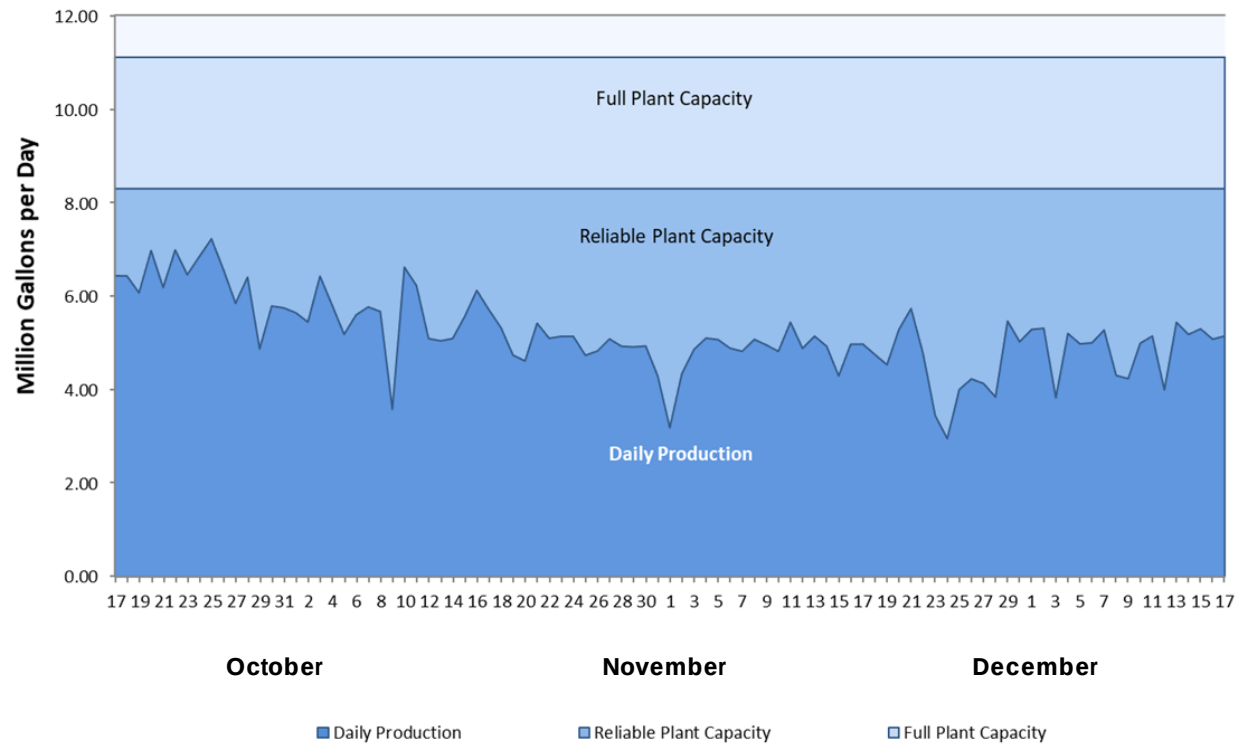
Water Treatment Plant

- Staff performing maintenance on flocculator drive chain.





Demand vs. Availability October ~ November ~ December



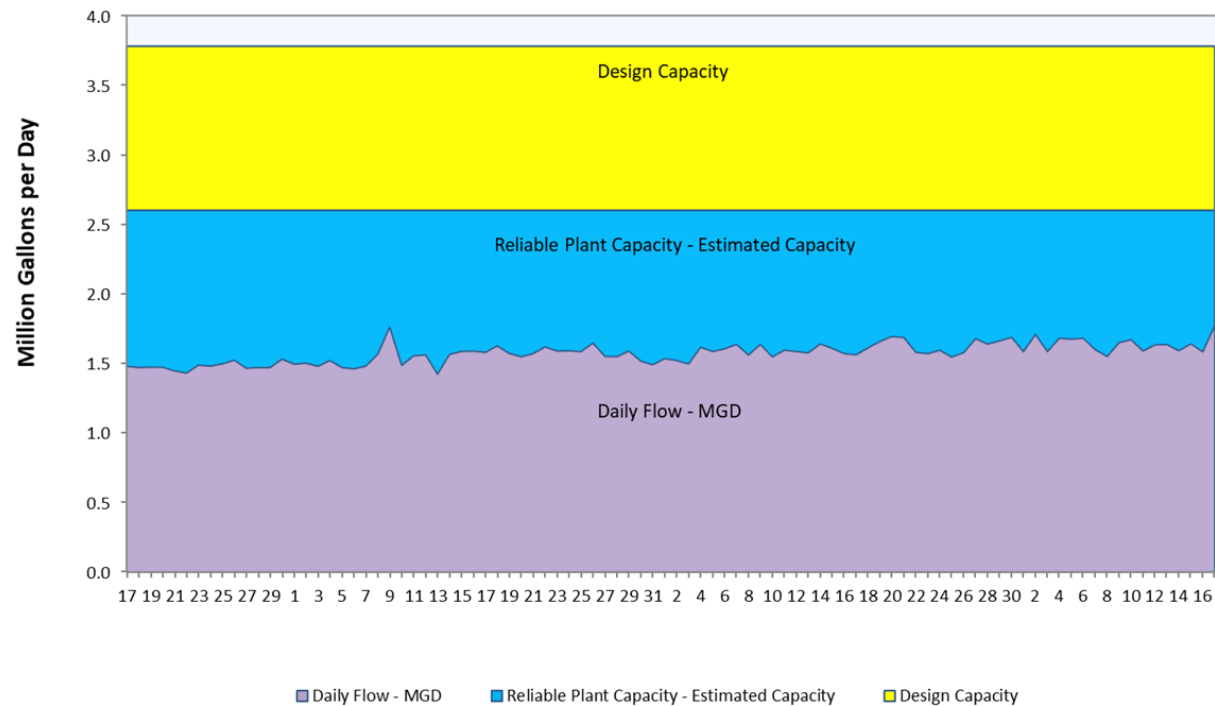
Wastewater Treatment Plant

- Contractor rebuilding 3800 ft. of lagoon dikes, that were damaged during winter ice storms multiples years ago.





Wastewater Treatment Flows October ~ November ~ December



Parks and Cemetery

- Parks Department working on irrigation system winterization.



Engineering Division

- Left: Holcomb Construction concrete forms for Splash Pad restrooms.
- Right: Warrington Construction pipe bursting water main on SW 3rd Ave.



Engineering Division

- Splash Pad restroom construction.



Engineering Division

- Slurry being pumped into abandoned sewer main.





JACOBS®

2019 City Manager Goals Dashboard

Dept	Projects/Goals	Lead	Status	Percent Done
			Paper work has been initiated. Actuarial study is underway. A reduction in our Annual Required Contribution (ARC) will be calculated by the actuary. On February 28, a new rate will be established. I would like the council and budget committee to approve continuing at the same contribution level to pay off the debt faster.	
Administration	Side Account set up with the State of Oregon	Kari Ott		50%
Administration	Start strategic transportation reserve program	Adam Brown	Staff has produced a proposal. It will be introduced at budget committee.	10%
Administration	Implement Downtown Master Plan elements such as benches, bike racks, and public art.	Peter Hall		0%
Administration	Website Overhaul	Peter Hall		50%
Administration	Apply for Wayfinding System Grant	Adam Brown		0%
Administration	Implement Enterprise Level Security System (a video recording system that will cover facilities and key city areas with artificial intelligence capability)	Adam Brown/PW	Met with several vendors. Demo'd two products.	20%
Administration	Street Lighting switch to LED's	Adam Brown	Met with ODOT. Have had conversations with two vendors for performance contracting.	20%
Administration	Classification & Compensation Plan	Peter Hall	A beta model has been developed.	20%
Administration	Council Strategic Direction	Adam Brown		5%
Administration	Continue with Community Strategic Planning Efforts	Adam Brown	We have been collaborating with nearly all of the community organizations and sectors.	30%
Economic Development	Assist Planning Technician to become certified as a building official	Dan Cummings	Residential certification completed. Working on Commercial certification.	50%
Economic Development	Corridor improvements on East Idaho	Dan Cummings	Fencing blinds added to the fence by the underpass.	20%
Economic Development	Manage marijuana business growth	Dan Cummings	Process continues to proceed smoothly.	30%
PW/Parks	Lion's Park Shelter	Al Haun	Shelter ordered	30%



2019 City Manager Goals Dashboard

PW/Parks	Engineering Completed for Treasure Valley Connector Trail	Public Works/ Adam	Underway. Adam met with College to review status and ROW and street dedication issues on January 16, 2019.	60%
PW/Admin	Application for grant for Treature Valley Connector Trail	Public Works/ Adam	RTP grant letter of interest due on April 30, 2019. Grant is due on June 15, 2019.	0%
PW/Parks	Explore acquisition of ODOT property as a city park	Cliff Leeper		0%
PW/Parks	Tree Planting continuation on East Idaho	Cliff Leeper	10 more trees to be planted this year	0%
PW/Parks	Finish the Splash Pad	Public Works/ Adam		50%
PW	Downtown Repaving / Crosswalks / Mid block crosswalk removal	Public Works		20%
Fire	Become more involved with hispanic students to get more fire detectors in hispanic homes.	Terry Leighton		0%
Fire	Bilingual pamphlets on fire safety	Terry Leightong / Peter Hall		0%
Police	Traffic accident collission reduction	Police		0%
Police	Secure Police Department at low cost	Police		0%
Police	Reorganization of department to optimize outcomes	Police	Council Approved, Lieutenant Position created, detective brought in house.	90%
Police	Training Facility Completion	Police	Shelter installed, needs stairs	60%
Finance	Paperless Billings/ Online bill pay	Kari Ott		0%
Finance	Explore cost savings of moving water billing in house	Kari Ott		5%
Finance	Close the month by the 15th 100% of the time	Kari Ott		8%
Finance	Cross training and basic training for all employees	Kari Ott		20%





January 31st. 2019

Adam Brown
City Manager
City of Ontario
444 SW 4th. St.
Ontario, Oregon 97914

Dear Adam,

This month has slipped by quickly and I am just getting to the obligation in the franchise to meet with you and discuss the past year and go over what the coming year will bring. I know that you are busy with the new budget calendar and that meeting in person is probably not necessary. In the past I have updated City Managers through a letter.

Looking back on 2018, the only major occurrence was the Clay Peak Landfill's increase in the disposal fee charged for waste. As I stated in the information given to you and the City Council, this is still by far the most cost-effective disposal option available. Recycling markets did not change in 2018. In order to better serve Ontario, we installed a sorting conveyor to reduce contamination to a minimum, making our product as marketable as possible.

In 2019, we plan on continuing recycling services without any changes unless there is a major change in the market conditions. Trash service is growing in Ontario and we will continue to meet the needs of Ontario residents and businesses. No other major changes are planned for 2019 at this time. If you have any questions, or would like to meet personally, please let me know.

Sincerely,

Scott Wilson

Scott Wilson
Ontario Sanitary Service
541-889-5719
208-642-7637 Cell
scottwilson1958@gmail.com



February 1, 2019

CDBG #17012 – Report to Ontario City Council

On September 12, 2018, we received the clearance on the Environmental Review.

We had 146 households on the waitlist at that time. We began sending out applications to those on the waitlist in the order they were received.

When a full application is received, we prescreen for location, income, etc. If the application passes prescreen, we go to the house and do a Section 8 Housing Quality Standard Inspection. After the inspection we determine what health and safety issues need to be addressed along with any critical needs. The bid specs are then drawn up and given to the homeowner to call contractors to have them bid the job. Then we get the bids back, make a decision on the contractor and take the project to the Review Committee. Once the review committee approves the project, we move forward with construction closing documents, etc.

To date we have completed 2 projects, we have 3 in construction phase, and 3 at bid, and 2 that need inspections.

Project #1 – Metal roof, replace broken window, repair stairs

Project #2 – New gas furnace, Repair leaking drain pipe

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'Kathy Markee', is written over a horizontal line.

Kathy Markee
Program Representative
541-889-9555 ext. 102
kathy@cina.team

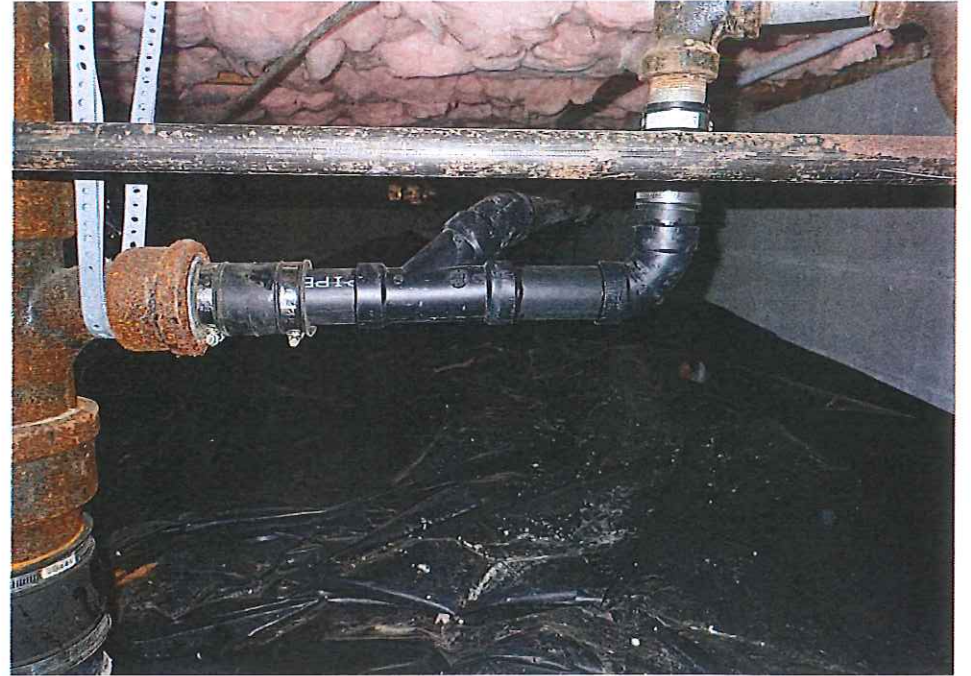
PROJECT I - BEFORE



Project-1 After



PROJECT 2 - Before & After





ONTARIO POLICE DEPARTMENT

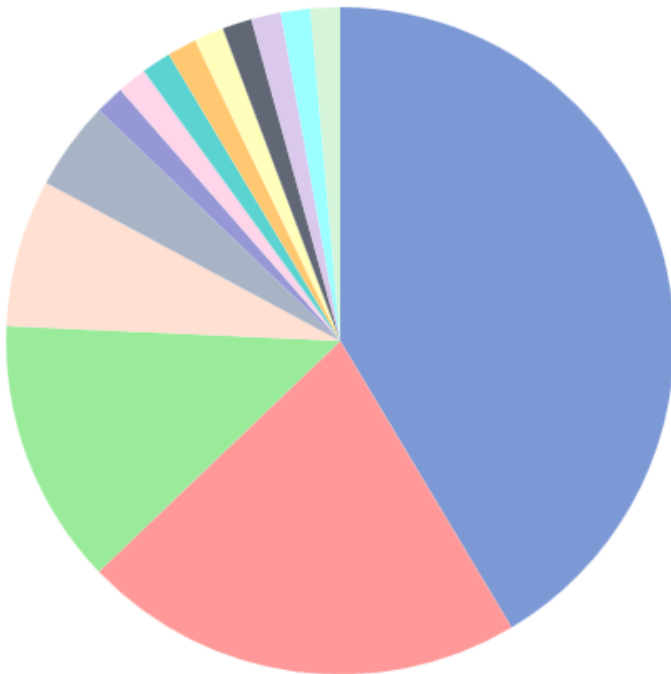
444 SW 4TH STREET, ONTARIO, OR 97914

OFFICE: (541) 889-7684 DISPATCH: (541) 473-5125 FAX: (541) 889-3026

Code Enforcement Stats DECEMBER 2018

Open Date From:
Open Date To:

12/01/2018
12/31/2018



Violations by Violation Type		
Dog running at large	29	41.4%
Parking over 72 hours ? Abandoned Vehicle	15	21.4%
Public nuisance	9	12.9%
Animal Neglect II	5	7.1%
Prohibited parking and stopping	3	4.3%
Storage of Motor Vehicles or Parts	1	1.4%
Animal Complaint	1	1.4%
Animals at large	1	1.4%
Derelict Structure Registration	1	1.4%
Derelict Structures	1	1.4%
Dog license required; No dog license	1	1.4%
Found Property	1	1.4%
Iceboxes and Other Containers	1	1.4%
Parking Complaint	1	1.4%

Total Violations	70
Total Cases	62
Garbage	0
Dogs running at large	29
Dogs taken to Ani-Care	4
Junk	2



City of Ontario
POLICE DEPARTMENT
Office of the Chief

444 SW 4th Street
Ontario, OR 97914

To: Ontario City Council
Re: Department Statistics for December 2018

Activity	Month of December	Previous Month	Year to Date	Prior Year to Date
Calls for Service	816	782	10529	10199
Traffic Stops	97	85	2123	1416
Cited Traffic/Parking	56	44	1108	999
Motor Vehicle Crashes	33	41	454	456
Arrests	70	73	940	774
Arrests w/ Use of Force	3	2	12	8
Citizen Complaints	0	0	2	2
Task Force Cases	1	0	28	25
SRO Cases	13	30	490	605
Gang Related Cases	0	1	116	149
Gang Designations	0	0	4	1
Graffiti	0	1	126	160
Death Investigations	1	2	21	15
Burglary	12	15	109	110
Robbery	1	0	10	12
Larceny	26	23	417	527
Assault	10	11	105	161
Homicide	0	1	1	2
Sex Crimes	1	1	25	14
Alarms	13	25	336	296
Ordinance Cases Total	62	36	869	1530



JACOBS

Dec. 22 – Jan. 25

2019 Report



January
2019

Prepared by JACOBS for
CITY OF ONTARIO/PUBLIC WORKS DEPARTMENT

Monthly Business Review

PUBLIC WORKS DEPARTMENT

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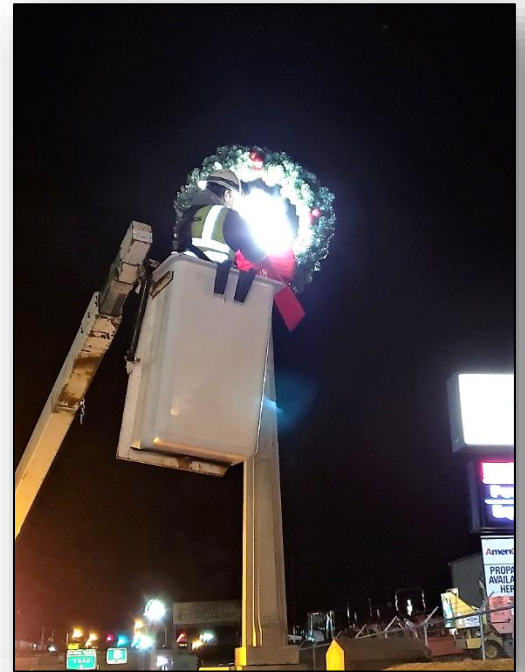
ENGINEERING DIVISION SUMMARY.....12-13

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FIELD SERVICES: STREETS & COLLECTION/DISTRIBUTION SUMMARY

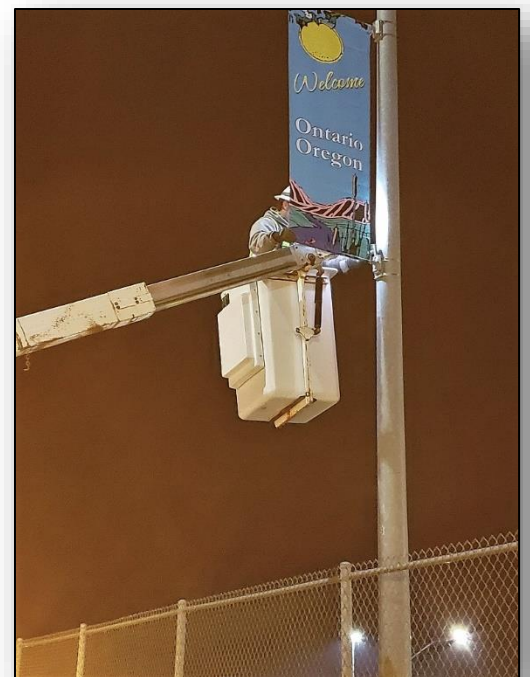
ACTIVITIES DECEMBER 22 – JANUARY 25:

- Holiday and winter banners were removed from the downtown area and City of Ontario banners installed.
- A sewer line located in the alley between NW 2nd and 3rd was cleaned due to decreased flow problems, roughly 500 ft. of line was cleared of root intrusion and now the line is flowing well.
- A 6" water main break occurred at Laxon Park. The break occurred after fire crews energized a fire hydrant to fight a fire located at a home near the park. Crews isolated the line, repaired the line and re-energized the system at approximately 1:00 am. 27 homes were issued a boil water notice until fecal coliform samples confirmed water in the line was safe to drink. All 4 samples were negative and the boil water was lifted on January 12th. Door hangers for all residents impacted by this outage were placed at each resident's home explaining the situation and contact numbers provided for any concerns or questions. All protocols for notification of State agencies were made and logged.
- New traffic bollards were installed at NW 4th Ave. and Verde to protect the lift station from the traffic impacts in the future, this lift station has been hit twice over the years as a result of traffic accidents at this intersection.
- Installed 13 new signs throughout town, old signs that didn't meet reflectivity standards were replaced.
- Snow and ice removal based on snow events this month, crews proactively treated primary and secondary roadways in the early mornings with magnesium chloride: concentrating on intersections where there may have been issues with vehicles stopping.
- 170 ft. of 12" storm drain was replaced at NW 4th and Tori Drive. The old storm line had failed primarily due to root intrusion over the years.
- Grading on gravel sections of roads: SW 14th St, SW 24th St., NW 4th St. (Beck Park half street), SE 4th St. (half street between 8th and 9th Ave.), NE 3rd Ave. (East of NE 3rd St.), NE 5th Ave. (between NE 2nd and 3rd St.)



Top: Crew removing Holiday ornaments on E. Idaho underpass.

Bottom: Crew installing Welcome to Ontario banner on E. Idaho Ave.



FIELD SERVICES: STREETS & COLLECTION/DISTRIBUTION SUMMARY

ACTIVITIES DECEMBER 22 – JANUARY 25:

- Repaired 1 water main that was hit by a contractor at the Fairgrounds, no services were affected with the water outage.
- Three new employees completed the backhoe operator training taught by Casey Mordhorst.
- Staff worked with the Splash Pad contractor removing material out of the mechanical room at the Aquatic Center with the Vac truck. This was done so that new piping could be installed by Anderson Pool and Warrington Construction.
- Installed 3 new water services.
- Crews worked on numerous leaking water services throughout the community.
- Weekly lift station checks and maintenance.
- Replaced pressure transducer at Malhuer lift station due to fluctuations in normal operating levels.
- A new transducer was installed at the West Idaho lift station: This transducer had been problematic and was replaced with our critical spares program.
- Sewer cleaning continues throughout the City, roughly 3000 ft. per day. Some areas displayed root intrusion issues which were addressed and rectified: SE area of town.
- Staff worked on installing a new compressor at the Water Treatment Plant. This is for the river intake screen back flush to remove material when flows start decreasing.
- Performed weekly vehicle, equipment, lift station, and building inspections.
- Water maintenance – leaking setters, broken angle stops, and broken boxes were repaired through-out town.
- 34 water services were turned on per customer request.
- 21 water services were shut off per customer request.
- 22 water services were read-only on/off per customer request.
- 8 water services were checked to verify leaks had been repaired by customer.
- 12 water services were checked for leaks per customer request.
- 3 water meters were checked for consumption issues.
- 12 water meters were shut off for repairs per customer request.
- 25 water meters were changed out for non-functioning.
- 33 water services were shut off for non-payment.
- 28 water services were turned on for payment received.
- 21 water services were checked to verify still off for non-payment.
- 45 utility locates were completed.

FIELD SERVICES: STREETS & COLLECTION/DISTRIBUTION SUMMARY

ACTIVITIES DECEMBER 22 – JANUARY 25:



Top: Crew hydro-excavating water main break at Laxon Park.

Bottom: Taking BacT Sample after water main repair.



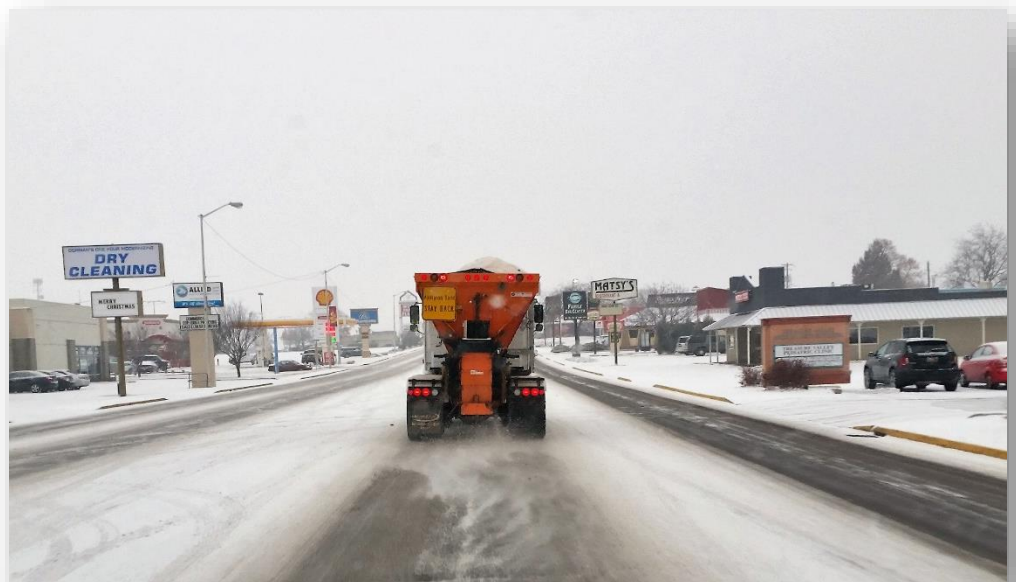
FIELD SERVICES: STREETS & COLLECTION/DISTRIBUTION SUMMARY

ACTIVITIES DECEMBER 22 – JANUARY 25:



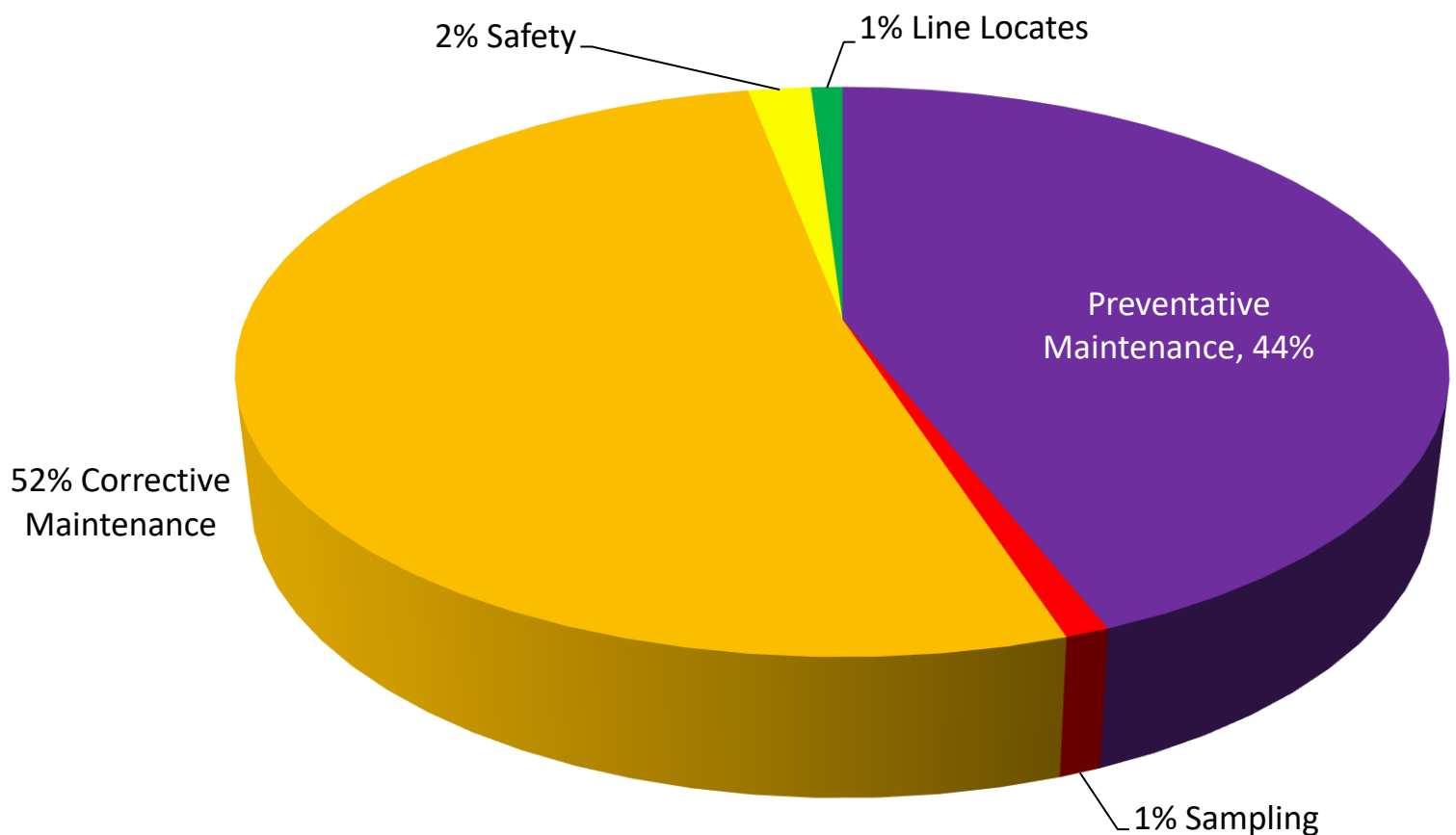
Top: Crew installing bollards and working on Verde Irrigation Pump.

Bottom: Applying road salt during winter snow event.



FIELD SERVICES: STREETS & COLLECTION/DISTRIBUTION SUMMARY

Work Orders
December 22 – January 25
Actual Hours by Work Order Type



WATER TREATMENT PLANT SUMMARY

ACTIVITIES DECEMBER 22 – JANUARY 25:

- The plant is operating well with no issues, inventory amounts at target levels.
- Colder water temperatures in river required some chemical feed changes. We conducted jar tests to determine optimum dose rate.
- Redwood and stainless steel has been ordered for the baffle wall project. The project needs to be completed before the irrigation season begins.
- Internal water treatment experts were here to perform a water filter evaluation. A report will be generated along with guidelines for optimum operation in the near future. The experts were from Washington, DC and Montgomery, Alabama.
- Water filter evaluation completed, 15 super sack of anthracite ordered to bring levels up to optimum levels.
- We are currently working on 2 sets of lists related to internal safety and compliance audits, this is a work in progress and we are moving forward addressing those issues identified as areas in need of improvement.

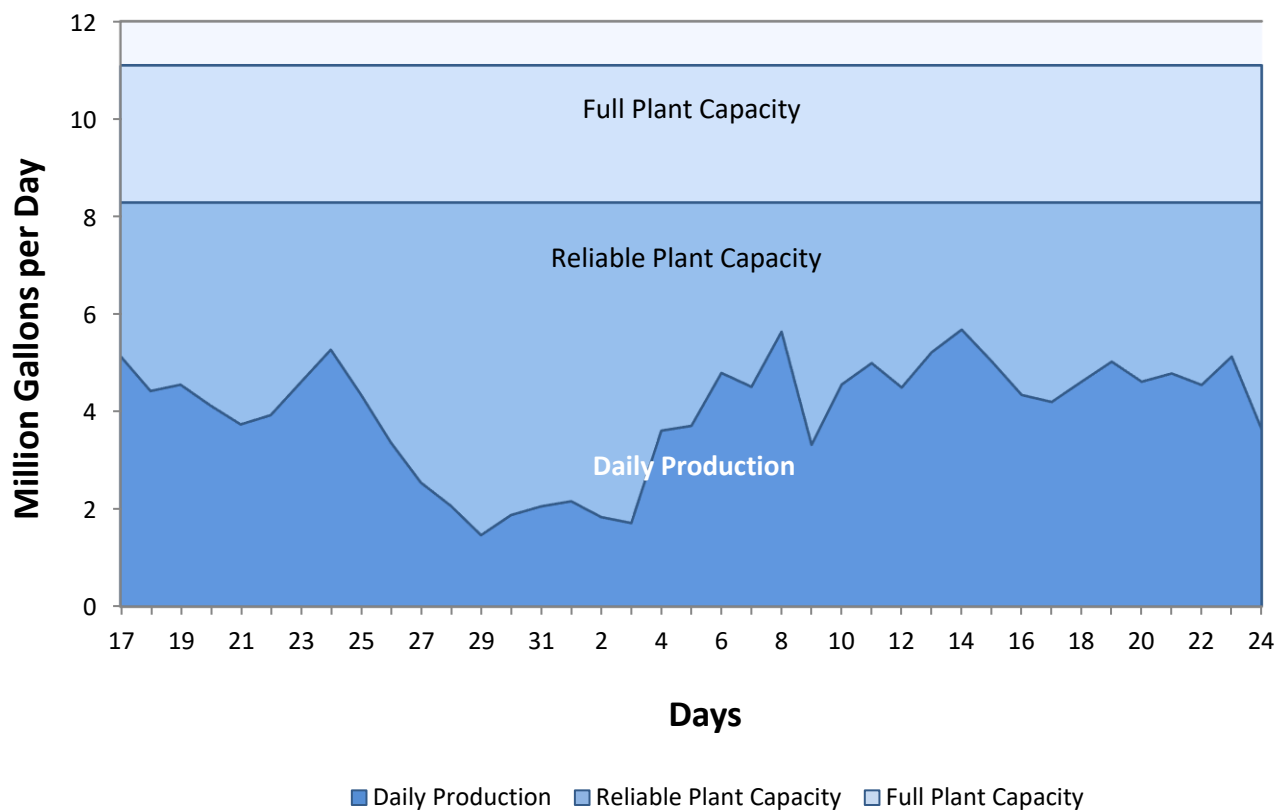


Water Treatment Plant employee taking media samples for filter evaluation.

WATER TREATMENT PLANT SUMMARY

ACTIVITIES DECEMBER 22 – JANUARY 25:

Demand vs. Availability



***Note: Low flows due to Heinz offline due to Holiday maintenance.**

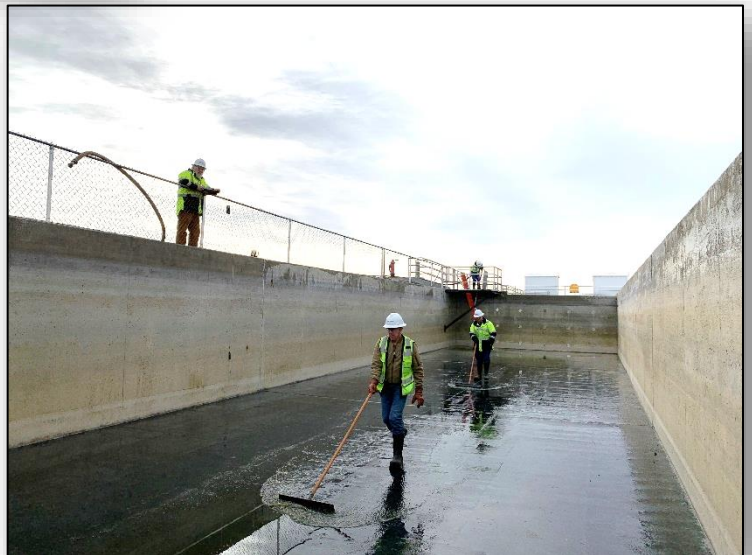
WASTEWATER TREATMENT PLANT SUMMARY

ACTIVITIES DECEMBER 22 – JANUARY 25:

- Normal operations; plant is operating well.
- Currently discharging to the Snake River as per permit requirements.
- Crews continue with regularly scheduled maintenance as tracked by our maintenance management system.
- Received new wastewater NPDES permit and we are currently negotiating terms of permit. Our compliance team is already working on sampling and compliance schedules with the currently submitted permit.



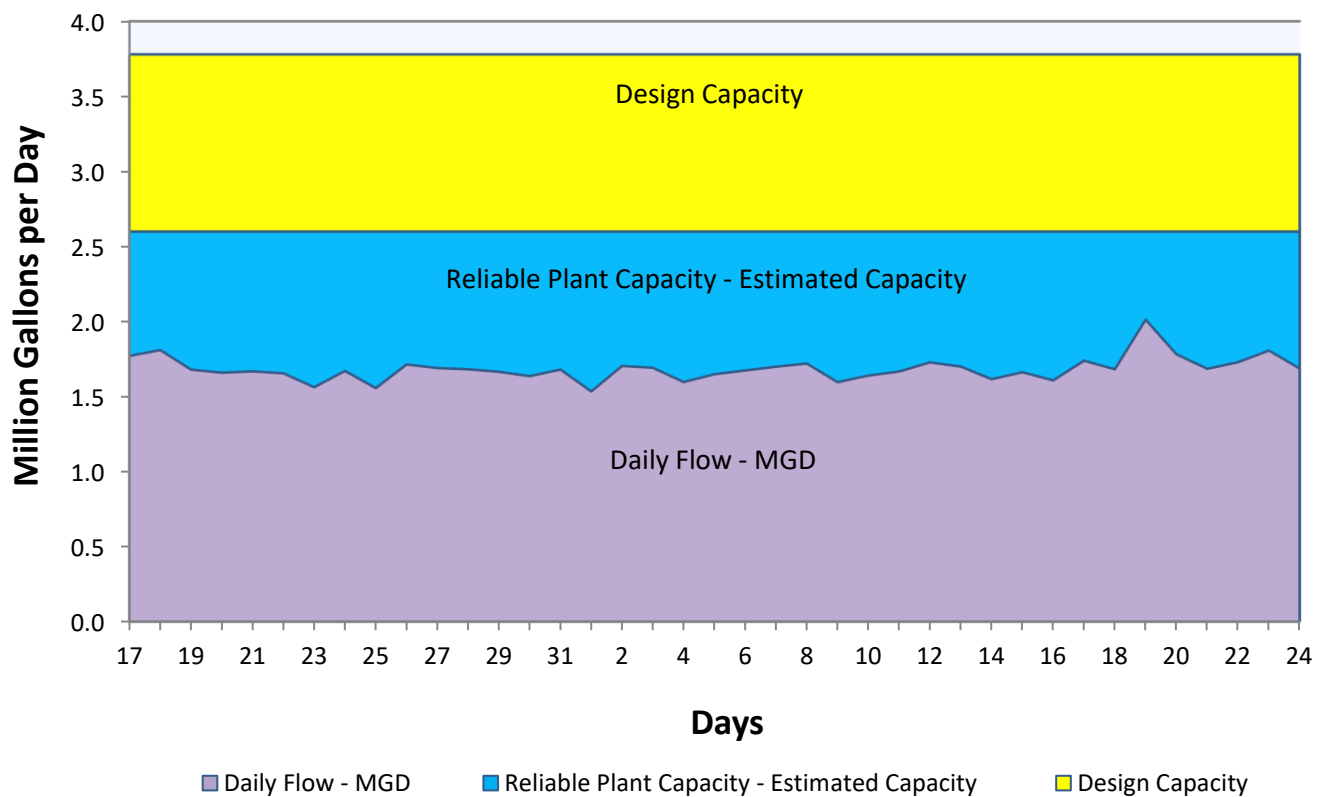
Both: Wastewater Treatment staff cleaning off line chlorine contact chamber.



WASTEWATER TREATMENT PLANT FLOWS

ACTIVITIES DECEMBER 22 – JANUARY 25:

Wastewater Treatment Flows



PARKS AND CEMETERY SUMMARY

ACTIVITIES DECEMBER 22 – JANUARY 25:

- There were 2 burials at Evergreen Cemetery and 0 at Sunset Cemetery.
- Tree pruning as needed throughout the parks systems.
- Refinished park picnic tables.
- Snow removal on sidewalks located throughout the park system.
- Our internal on staff arborist attended a 3-day training event in Boise, this helps him keep his certification and licensure current.
- Started trimming trees in parks and cemeteries.
- Received 10 new picnic tables for Lion's Park.
- Yearly maintenance on mowers and other mobile equipment in progress.



Left: New picnic tables at Lion's Park.

Right: Tree trimmings from Lion's Park.



FACILITIES SUMMARY

ACTIVITIES DECEMBER 22 – JANUARY 25:

- New fluorescent lights installed at foyer of City Hall Council Chambers. Lights were replaced with LED lamps, eliminating the need for light ballast failure.
- We received a bid to put new carpet in 3 of the Ontario Police Department offices and in the front lobby at City Hall.
- Relocated an office upstairs at City Hall to allow Police a more secure work area.
- We had the boiler repaired at the Aquatic Center.
- Water leaks were repaired at the fire station, galvanized water pipes had degraded over time and needed to be replaced.
- Snow removal at all city buildings.

ENGINEERING SUMMARY

ACTIVITIES DECEMBER 22 – JANUARY 25:

- Issued 4 Right-of-Way permits.
- Attended a sustainability year end conference call.
- Attended monthly locator's luncheon in Vale and discussed new locate rules.
- Attended a development meeting to discuss the addition of three new buildings for new businesses.
- Inspected the construction of the Splash Pad restroom addition.
- Inspected ongoing construction at the Splash Pad Site.
- Attended SDC map update meeting.
- Had asbestos and lead testing performed at the Golf Course due to remodel.
- Put out bid for Golf Course bathroom remodel.
- Purchased stainless steel hardware and stainless steel angled metal for WTP baffle wall replacement.
- SDC Map Update - Developed Updated SDC map to include Safe Routes to School projects. Staff is working to bring this through the process for adoption and future use.
- Golf Course Upgrade – Engaged Industrial Hygiene to conduct hazardous materials testing at the building including asbestos and lead paint.
- City Hall Improvements – On hold.
- S. Oregon Design – Met with CK3 to develop Scope of Work and fee for design and toured site. Meeting planned with ODOT on possible teaming opportunity for S. Oregon/E. Idaho intersection to improve ADA ramps there.
- National Pollutant Discharge Elimination System (NPDES) – Final permit was issued with significant errors and omissions. Staff went through permit with a fine-toothed comb and identified all of the inaccuracies. This has been sent back to DEQ for incorporation. Continued coordination with them.
- SRCI – No specific action this month other than planning for internal team meeting in early February.

ENGINEERING SUMMARY CONTINUED

ACTIVITIES DECEMBER 22 – JANUARY 25:

- Splash Pad – Restroom is nearing completion; roof is on. Painting has begun, and interior plumbing will begin shortly. Exterior pad is about 60% complete. Much of the utility and general earthwork has been completed. Concrete for pad is next on the schedule.
- Lions Shelter – Colors selected; final drawings reviewed and approved. Awaiting shipment. Will wait till spring to get bid for concrete pad. PW staff will construct.
- Water Master Plan – Kick off completed. Provided requested information to Anderson Perry for their used. Continued coordination as they progress forward.
- 2018 Water and Sewer Construction Project – Awaiting finalization until spring when paving will be done.
- Treasure Valley Community College Connector Path – Survey completed. Right of way had some unusual quirks, and required some additional effort from surveyor, CK3. This was presented and approved by Council. Continue to coordinate with TVCC.
- Baffle Wall – Design complete; team secured bids for redwood and stainless steel. Both have been ordered and are en route. Construction should begin in mid-February.
- Water Rights – working with Oregon Dept. of Water Resources to extend water right request. All required information has been collected and shared with Water Rights specialist who is putting together necessary documentation.
- ODOT Grants - Presented to council on current grants - SE 5th Ave and SE 2nd Street. Planned meeting with Anderson Perry to review final design and cost for SE 2nd Street. Moved \$75k into budget for Right of Way for SE 2nd Street. This funding will come from Fund Exchange.

Both: Splash Pad site construction



APPENDIX

FIELD SERVICES

Collection and Distribution staff is responsible for Sewer Collection and Water Distribution throughout the City. Water distribution duties include maintenance and repair of approximately 97 miles of water lines and 3,625 services that include service installations, mainline installation, meter reading, maintenance of more than 600 fire hydrants, and valve exercising of more than 1,700 water valves.

Sewer collection duties include maintenance and repair of approximately 78 miles of sanitary sewer lines within the city. Responsibilities include constructing new pipelines, cleaning all gravity sanitary sewer lines, repairing or replacing sanitary sewer lines as needed, providing line locations for all water and sewer lines, and maintaining eight lift stations plus a barscreen and one lift station from SRCl. The city has approximately 56 miles of storm drain collection lines and 1,450 catch basins throughout city limits. Duties include storm drain maintenance and repair, cleaning of approximately 11 miles of storm drain lines, and cleaning the catch basins.

*COLLECTION AND DISTRIBUTION STAFF MAINTAINS
78 MILES OF SANITARY SEWER LINES
56 MILES OF STORM DRAIN COLLECTION LINES,
AND 1,450 CATCH BASINS THROUGHOUT
CITY LIMITS*

The Street Maintenance Division maintains more than 122 lane miles of improved streets and more than 9 miles of alleys. The Street Division is responsible for resurfacing, repairing and maintaining the streets, installing and maintaining street signs and markings, tree trimming, and repairing all established pavement markings. The division also completes excavation and repair of deteriorating streets, gravel road grading, street sweeping, crack sealing, chipsealing, snow removal and sanding during the winter months, and weed control along the alleys. Street Maintenance staff assists the Chamber of Commerce by putting decorations on street lights during the Christmas season and replacing them with regular decorations when the season is over.

*STREET MAINTENANCE DIVISION MAINTAINS MORE THAN
122 LANE MILES OF IMPROVED STREETS
9 MILES OF ALLEYS
CHIPSEALS LAST A MINIMUM OF 8 YEARS,
AND PUBLIC WORKS CHIPSEALS 7 MILES PER YEAR*

As part of the Street Division's maintenance program, crews chipseal street surfaces in the summer months to protect them from water and weather damage and to keep them in good condition. A chipseal maintains the existing pavement, delaying further aging resulting from water and sun, provides a moisture barrier, and corrects existing pavement problems by sealing cracks. A chipseal application provides

substantial savings to taxpayers and should last a minimum of 8 years with minimal maintenance required. The city chipseals approximately 7 miles of streets per year.

APPENDIX CONTINUED

Water treatment plant staff is responsible for treatment of the city's drinking water supply. They must reliably produce high-quality water in adequate volume to meet city needs. Besides the daily laboratory checks, there are monthly, quarterly and yearly reports.

There are two sources of water for Ontario's estimated 11,090 residents: 80 percent comes from the Snake River and 20 percent comes from wells. Two plants treat the City's water. One is a conventional filtration plant and the other is an upflow clarifier. The steps for treatment are flocculation, sedimentation, filtration and disinfection, which meet the compliance of the Oregon Health Authority.

The Oregon Health Authority requires an operator be on duty 365 days a year. Ontario customers account for 3,845 water services, not including SRCl.

The water treatment plant has a reliable capacity (capacity with the largest pump out of service) of 8.3 mgd and a maximum capacity of 11 mgd. The water treatment plant average production is 6 mgd and the City's largest industrial user, Heinz Frozen Foods, uses an average of 2.2 million gallons (MG) of that water.

THE WATER TREATMENT PLANT HAS A RELIABLE CAPACITY OF 8.3 MGD AND A MAXIMUM CAPACITY OF 11 MGD.

APPROXIMATELY 80 PERCENT OF WATER COMES FROM THE SNAKE RIVER, THE OTHER 20 PERCENT FROM WELLS.

The City retains surface and groundwater rights permits for a combined total of 38.23 cubic feet per second (cfs), 24.71 mgd for municipal use.

All of the City's potable water is treated and disinfected at the water treatment plant. The plant has an original 8-mgd design capacity based on the optimum filter loading rates. The City expanded its treatment capacity in 2006, through the addition of two adsorption clarification and filtration tanks.

WASTEWATER TREATMENT PLANT

The wastewater treatment plant collects wastewater from the entire city and SRCl. The prison accounts for approximately 16 percent of the flow to the plant.

Wastewater treatment plant operators use a conventional treatment system of aerated lagoons and secondary chlorination treatment. Effluent from the treatment process is used to irrigate forage crops during the growing season. Nine lift stations transport sanitary sewer waste to the Wastewater Treatment Plant. Wastewater is screened and the flow measured at the headworks. Five cells (lagoons) with 25 mechanical aerators assist with biological treatment. Onsite generation of chlorine is used for disinfection.

Average discharge volume is approximately 1.5 mgd. Winter discharge is to the Snake River from November through March. Summer discharge is land applied to approximately 353 acres of cropland at the Skyline Farm.

APPENDIX CONTINUED

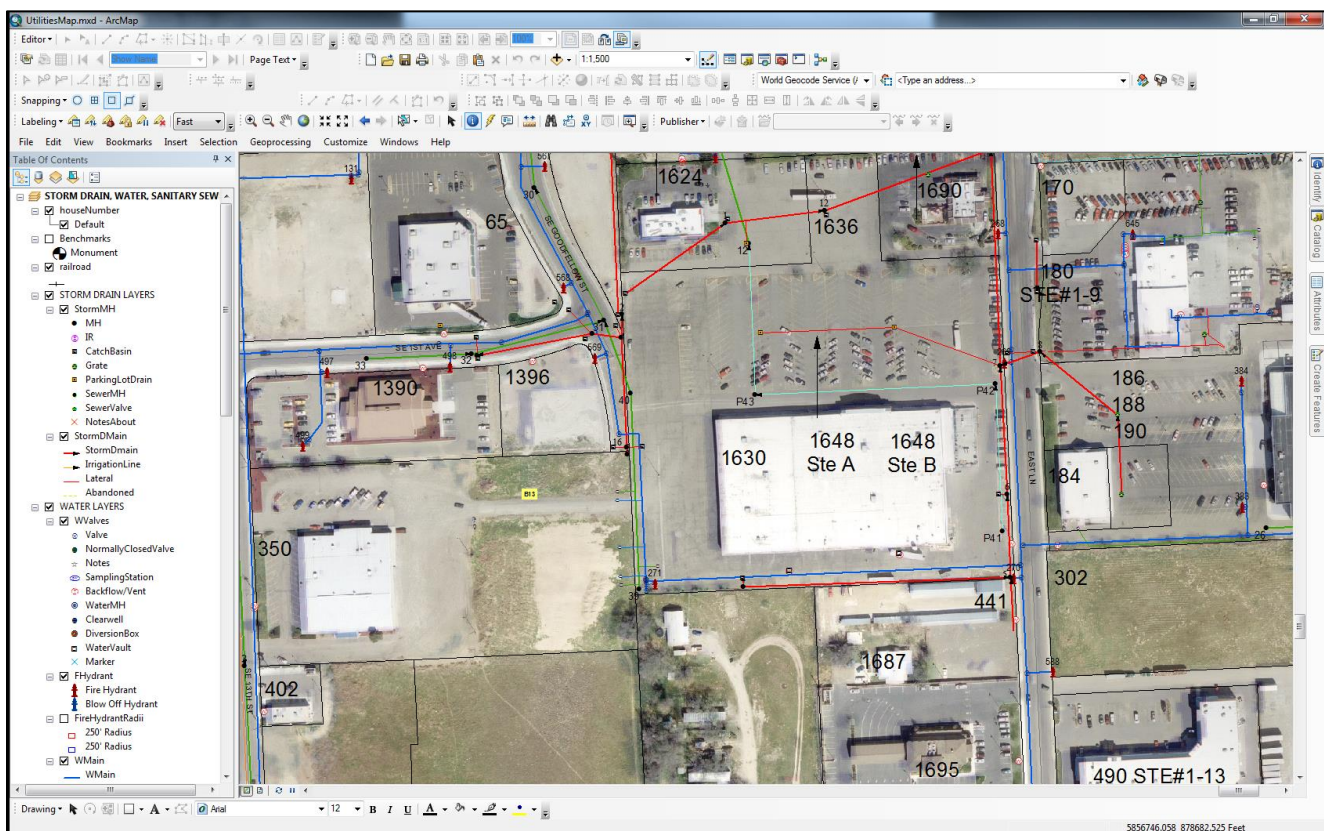
PARKS DEPARTMENT

The Ontario park system consists of both active and passive recreational areas. There are four neighborhood parks, one community park, one large urban park, and numerous special use sites in the park system. In total, the City owns 13 park and recreational areas representing more than 1,012 acres of land. The city also owns the Wayne King Skateboard Park.

ENGINEERING DIVISION

The Engineering Division reviews plans for construction of public improvements, maintains the city's mapping system, and manages the engineering projects within both the Capital Improvements and Maintenance Programs. The department provides technical support to residents, developers, builders, other city departments, consulting engineers, and surveyors. The staff reviews and approves construction plans for subdivisions, partitions, streets, sanitary sewer, water lines, and storm drainage construction projects. They also design projects, prepare bid documents for public works maintenance projects, and provide project management for public improvements.

The Geographic Information System (GIS) database is maintained by Engineering Department staff. The department also provides support to the city by creating, analyzing, and maintaining the city's geographical digital data. They provide updates to the record maps for all city utilities, right-of-way, easements, land division plots, and city base maps.





January 2019 ACTIVITY REPORT



January 2019



Emergency Medical:

(Types of medical calls responded to: Falls with injury, fall lift assists, medical emergencies, medical alarms, assaults, etc.)

CITY	143
RURAL	15

1 of these emergency calls required back-up crews to be called in to respond to 2nd call.

Hazmat Team Calls:

1

Fire Related Emergency Calls:

(Types of fire related calls responded to: Rescue calls, building fires, vehicle fires, smoke detector/fire alarm activation, unauthorized burning, etc.)

	TOTAL	General	Mutual Aid
CITY	17	2	0
RURAL	2	0	0

1 of these emergency calls required back-up crews to be called in to respond to 2nd call.

TOTAL CALLS FOR MONTH

CITY	160
RURAL	17

FIREFIGHTER TRAINING:

1/8/19 OSP Drug awareness

1/9/19 EMS Cardiac Arrest and the Lucas tool

1/15/19 Fire Behavior

1/22/19 Air Management



January 2019



PERMITS ISSUED:

*City Open Burns 2
City Burn Barrels 2*

*Rural Open Burns 24
Rural Burn Barrels 5*

INSPECTIONS:

*12/26/18 Ontario High School Fire sprinkler modifications.
1/4/19 Fire sprinkler follow ups.
1/7/19 Marshall's Fire sprinkler modifications, Knox boxes and Hydrant.
1/22/19 Heinz new fiber storage underground.
1/22/19 Caldwell building back- up generator, and follow up.*

COMMUNITY INVOLVEMENT:

*1/2/19 New Ontario Police Officer swearing in ceremony
1/4/19 Maggie Wood Presentation
1/9/19 Chief Kunz going away ceremony
1/23/19 Leadership Ontario visit to City Hall and the Fire Department
1/24/19 SPIRE Grant application turned in for a Drone*





January 2019



Summary of Calls of Interest:

City Incidents:

2880 SW. 4th ave: Dispatched to a call of smoke in a restaurant. Upon arrival, nothing was showing from the outside. Upon entry, smoke was noticeable from the south end of the restaurant. There wasn't any distinguishable heat source that we could locate in the restaurant, so we went to look in the adjacent connected occupancy, which was being utilized as a church.

Once we were able to make entry into the next door occupancy, it was discovered that the breaker to the hot water heater was tripped. We continued to investigate, and gained access to where the hot water heater was located. There were two burn marks on the exterior of the hot water heater in the area where the elements are located, and a strong smell of burnt material. The hot water heater is



located next to the restaurant wall, and there was an opening in the small crawl space with a clear path for smoke to migrate into the restaurant. The cause of the smoke is determined to be a malfunction of the hot water heater and burnt out element. The breaker was turned completely off. R1 cleared and 100 notified the owner. The smoke had cleared from the restaurant.

52 NE. 3rd St.: Ontario Fire Department was dispatched to a confirmed residential fire, with possible entrapment. R-1 arrived on scene of a single story family dwelling, heavy white smoke protruding from multiple orifices throughout the structure.

R-1 proceeded with an initial exterior attack. Due to limited personnel on scene, R-1 proceeded to locate the active fire; Jonathan Rico attempted to make an attack from the entrance but was unable to extinguish the flames that were protected by a wall. Firefighter Rico proceeded to the delta side of the structure and was able to make fire knock down from the exterior by making access through a window. Once the fire was knocked down, chief officer Leighton directed ff Rico and ff Lowry to make entrance into the residence, to perform a primary search. R-1 crew made entry, while chief officer Leighton set up ppv, r-1 crew used a 1 3/4 line for fire extinguishment and protection. The primary search was complete and results were negative. Primary search was all clear.



January 2019



At this time second engine arrived on scene and they were directed to salvage and overhaul. Ontario fire had the fire under control at 11:02 am. It was determined that the fire had started on a support wall in the west and center end of the living room. There was a pile of clothes and other object in the center of this wall. Overhaul operation continued from this point on. After digging through this pile of burnt debris an ignition source was still undetermined. All fire crews cleared at around 12:30, the cause is still under investigation.

525 NW. 3rd ave.: Ontario Fire Department was dispatched to a residential structure with smoke in the attic. R-1 responded from the 500 block of NW 4th ave. R-1 arrived on scene to find a single story family dwelling, with heavy turbulent gray smoke protruding from all exterior attic vents. R-1 requested a general alarm and assumed incident command.

R-1 pulled a 1 3/4" attack line for fire attack. Home owner stated that everyone was out of the house. He also stated that they were able to look into the attic access and they had seen flames and smoke in the attic. Ff Rico continued to close the inspection cover to prevent an air draft to feed the fire.

As firefighter Rico was exiting the residence, he noticed flames around the wood stove pipe that went through the alpha wall firefighter Rico used the attack line to extinguish the fire around the chimney pipe. At this time firefighter Rico determined that the best way to stop this fire from growing and spreading was to vent the roof on the north side of the chimney since the interior conditions appeared to be unaffected and stable, ff Rico determined that the best attack would be and exterior one. Ff Rico given the assignment to prepare to vertical ventilate.

Lt. Montgomery suggested we make an inspection hole at the wall and roof line surrounding the chimney. Lt. Montgomery used a pike pole to start removing the 1"x5" wood siding, when he started to do so, flames started to protrude the opening. A 1.5' by 2' hole was cut with a chain saw. This hole was not only used for inspection but also fire attack. Also an entry closet adjacent to the chimney was inspected to fire spread. Lt. Montgomery removed contents and continued fire attack from inside this closet. Heavy fire spread was determined at this time. The fire was in the lumber construction components surrounding the chimney wall and roof area.

Chief officer Leighton arrived on scene at this time, he was briefed on the situation and he assumed incident command. Engine 103 was assigned to suppression operations; engine 101 was assigned to ventilation operations. 103 was also the assigned to establish a water supply. Fire fighter Rico began salvage operations, by protecting household property in place, and covering with salvage covers. The dining room, living room and master bedroom were protected in place.



January 2019

Water supply operations were temporarily halted due to a ruptured fire hydrant. Engine 103 located a new hydrant and reverse layed to the new water supply. Firefighting operations never stopped. Once the roof sector gained access, fire extinguishment operation began at the roof top. The fire had spread past the chimney and moved toward the peak.

A mutual aid request from Fruitland fire was made. Once Fruitland fire arrived on scene they continued fire suppression operations at the roof sector. Also a decision was made to make another roof opening just north of the chimney. Overhaul began from the living room. The fire was finally controlled at around 20:45. All units cleared and command was terminated at 21:15 pm. The fire cause is under investigation, although it appears that the fire started in the stud bay surrounding the chimney. The home owner stated that the time the wood stove was used was the night before, 1/9/19





January 2019

271 NW 7th St.: R1 called to assist law enforcement. Law enforcement was on scene with potential arson. Upon arrival all fire was out but there was a charred back door. Law enforcement had extinguished flames with dirt previous to fire arrival. Apparently the accused female had attempted to pour fuel on the front and back door of the residence. Officers stated the back door was on fire upon their arrival they were able to extinguish. The front door had some type of fuel on the threshold but it was not lit or burnt. R1 was actually called to ventilate the residence due to smoke remaining in the residence after fire was extinguished. Four gas monitor showed no CO or LELs after approx. 20 minutes of ventilation. R1 was able to clear after making sure the home owner was ok and not injured.

Rural Incidents:

No Rural fires this month.



BOARD OF DIRECTORS

Meeting Agenda

February 5, 2019 – 7 am TUESDAY
Saint Alphonsus Medical Center FRUITLAND

1. Call meeting to order Chair Patrick Nauman
2. Introduction of attendees
3. Approval of January minutes
4. Financial update - Sandy Hemenway, Treasurer
5. City and Community Highlights
Fruitland, Payette, Ontario, Nyssa, Weiser, New Plymouth, Vale
6. County Highlights
Payette County, Washington County, & Malheur County
7. Executive Director Report
 - i. Projects & activities
8. Round Table Discussion
9. Adjourn

Calendar of EVENTS

2019

January 20-24	Shot Show – Las Vegas
**February 5	SREDA Monthly meeting, 7 am, Saint Alphonsus, FRUITLAND **TUESDAY
February 5-11	Pacific NW Sportsman Show – Portland Partner with Idaho
March 4-11	Natural Products Show & site visits – Anaheim with Team Oregon
March 13	SREDA Monthly meeting, 7 am, Ontario City Hall Council Chambers
March 19-23	Global Pet Food Expo - Orlando
April 3	SREDA Monthly meeting - Waffleberries (tentative) Weiser
June 5	SREDA Monthly meeting – DL Evans Bank, Fruitland

All SREDA monthly meetings are open to the public

MISSION STATEMENT: TO PROVIDE A SAFE, HEALTHFUL, AND SOUND ECONOMIC ENVIRONMENT,
PROGRESSIVELY ENHANCING OUR QUALITY OF LIFE



**PLANNING COMMISSION MEETING AGENDA
CITY OF ONTARIO OREGON**

FEBRUARY 11, 2019

7:00 P.M., M.T.

1) Call to Order:

Commissioner Craig Smith _____ Commissioner Cindy McLeran _____ Commissioner Max Twombly _____
Commissioner John Hall _____ Commissioner John Briedenbach _____ Commissioner Richard Newman _____
Chairman Ralph Poole _____

City Council Ex-Officio _____ City Manager Ex-Officio, Adam Brown _____
Economic Development Director Dan Cummings _____ Planning & Zoning Technician Marcy Siriwardene _____

2) Pledge of Allegiance

3) Motion to Adopt the Agenda

This Agenda was posted on 02/04/19. Copies of the Agenda are available at the Community Development Center and on the city's website at www.ontariooregon.org.

Public Comments: Citizens may address the Planning Commission; however, the Planning Commission may not be able to provide an immediate answer or response. Out of respect to the Commissioners and others in attendance, please limit your comment to three minutes. Please state your name and city of residence for the record.

4) Approval of Minutes

A) Minutes: Planning Commission Meeting of October 8, 2018.....

5) Old Business

A) None.....

6) New Business

A) **PLANNING FILE: 2018-10-17AZ:** Proposal is to Annex and rezone a property from UGA C2 (Urban Growth General Commercial) to City C-2 General Commercial. The subject property is located at **2819 SW 4th Avenue**, and is designated as Assessor's Map #18S4705C, Tax lot 3800, Reference Number 8092. The property is adjacent to lands on the East and on the South already zoned as C-2. The property owner has requested annexation to connect to City Sanitary Sewer and water to further develop the property to its fullest potential.

B) **PLANNING FILE: 2018-10-19AZ:** Proposal is to Annex and rezone a property from UGA I2 (Urban Growth General Industrial) to City I-2 Heavy Industrial. The subject property is located at **716 SE 13th Street**, and is designated as Assessor's Map #18S4711BC, Tax lot 1101, Reference Number 8439. The property owner has requested annexation to connect to City Sanitary Sewer and water to further develop the property to its fullest potential.

C) **PLANNING FILE: 2018-11-20AZ:** Proposal is to Annex and rezone a property from UGA I1 (Urban Growth General Industrial) to City I-1 Light Industrial. The subject property is located at **1987 NW 11th Street**, and is designated as Assessor's Map #17S4733C, Tax lot 3001, Reference Number 7391. The property owner has requested annexation to connect to City Sanitary Sewer and water as they further develop the property to its fullest potential.

D) **PLANNING FILE: 2018-12-21AZ:** Proposal is to Annex and rezone a property from UGA-C2 (Urban Growth Commercial) to City C-2H General Heavy Commercial. The subject property is located at **corner of SE 10th Street and SE 5th Avenue**, and is designated as Assessor's Map #18S4710D1, Tax lots 1200,1300,1301,1302,1303,1305 & 1310. The property owner has requested annexation to have the property ready to develop the property to its fullest potential.

7) **Hand-Outs/Discussion Items**

A) None

8) **Comments from Commissioners**

9) **Adjourn**

The City of Ontario does not discriminate in providing access to its programs, services and activities on the basis of race, color, religion, ancestry, national origin, political affiliation, sex, age, marital status, physical or mental disability, or any other inappropriate reason prohibited by law or policy of the state or federal government. Should a person need special accommodations or interpretation services, contact the City at (541) 889-7684 at least one working day prior to the need for services and every reasonable effort to accommodate the need will be made.

AGENDA
ONTARIO VISITORS AND CONVENTIONS BUREAU BOARD
FEBRUARY 7, 2019 - 7:00 a.m. M.T.
CLARION INN

- 1) Call to order:
This agenda was emailed: January 31, 2019
 - (a) Roll Call:
Debbie Blackaby____ Cheryl Cruson____ Doug Dean____ John Hall____
Bob Quinn____ Dan Capron____

City Manager Adam Brown____
V&C Director John Breidenbach____
- 2) New Business
 - a) Grant Request: Treasure Valley Community College Center for Business,
Workforce and Community Learning
- 3) Motion to adopt V&C Meeting Minutes of December 6, 2018 meeting
- 4) Review Financial Report
- 5) Adjourn

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VISITORS AND CONVENTION BOARD

C/O Ontario Area Chamber of Commerce

251 SW 9th St.

Ontario, OR 97914

541-889-8012 (Voice) 541-889-8331 (Fax)

info@ontariochamber.com

PROMOTION AND EVENT FUND APPLICATION

GENERAL INFORMATION:

Name of Applicant Organization: Treasure Valley Community College (TVCC) Center for Business, Workforce and Community Learning (CBWCL)

Principal Contact: Andrea Testi, TVCC CBWCL Director

Complete Mailing Address: TVCC CBWCL, 650 College Blvd., Ontario, OR 97914

Telephone: 541-881-5761 Fax: 541-881-1155 E-Mail: cbwcl@tvcc.cc

Name of Event and Date and Time Event Will Be Held: CONSTRUCTION COMBINE 2019 will be held on Wednesday March 20 - Thursday March 21, 2019 in the Home Depot Parking lot located at 311 East Lane in Ontario Oregon from 7am-5pm each day.

Has organization applied for a V&C Grant Before: Yes ☒ No

**If yes was the V&C grant request approved and for what amount:*

☐ Yes ☐ No / \$

**If grant request was approved did the organization give their 90 day follow-up report*

☐ Yes ☐ No

Description of Promotion or Event: The CONSTRUCTION COMBINE 2019 is a one-of-a-kind training, hiring, workforce and community development event all wrapped up into an amazing two-day package. Goals are to help trainees learn employable skills, teach future laborers, and help our community grow. Trainees will have the opportunity to be taught trade skills by licensed professionals from our local construction industry and possibly obtain employment. Recruitment efforts are centered on high school students ready to enter the workforce, and military veterans seeking to re-enter the workforce after serving our country. Registrants need to be 18 years or older. Idaho State University in collaboration with Home Depot, created this event, inspired by the NFL draft to give local contractors the opportunity to interact with youth and military veteran job seekers in the construction trades industry. They have generously shared curriculum and resources with TVCC to deploy this event to our community. The Home Depot Foundation believes in improving the lives of U.S. veterans, and training tradespeople to fill the labor gap and is a major funder and supporter of this event. The 2-day event will consist of safety training, applied building skills, and networking. Under the direction of local contractors, trainees will learn basics such as

framing, masonry, roofing, painting, plumbing, and electrical. Trainees will build 4 storage sheds while rotating through various contractor training stations. The sheds will be donated to local veterans. All local veteran organizations will be a part of the decision making for deployment of the shed. This event will support our local contractors seeking to hire new employees and provide key training for our workforce. Multiple hiring opportunities for youth and military veterans will make this a win-win situation for our communities. We are garnering statewide attention and publicity for this event; even at this early stage. The Oregon Construction Contractors Board, the Oregon Department of Transportation and the Eastern Oregon Workforce Board have all pledged support. Representative from out-of-area agencies and sponsors plan to stay at local hotels during this two-day event. Local support is just barely being tapped into with commitments from Kinney & Keele Hardware, Red Apple Marketplace, Malheur Federal Credit Union, Steph Rents, LLC, the BizZone, and Home Depot as leading examples. Worksource Oregon is an integral partner; registering contractors seeking to hire and screening trainees. All area Veteran organizations to include VAOI, VFW, DAV, American Legion, and the National Guard will be represented. Treasure Valley Community college supports this effort by providing the team at the Center for Business, Workforce and Community Learning full opportunity to create, facilitate and deploy this event with our partners.

NATURE OF PROMOTION/EVENT: CONSTRUCTION COMBINE 2019

☐ Tourism based capital project

☐ Multi-night local lodging event

☒ Special media promotion

☐ Education and/or training project

Amount of Funding Support Requested: \$2,000.00

Total Promotion/Event Budget: \$5,000.00 this budget is still in process with most of the funds coming in as in-kind donations of products/materials and other grant funds from some key supporters listed above. There is no starting cash budget for this event. All TVCC and Worksource Oregon staff time is part of daily activities; thus supported by those organizational existing budgets.

- 1) What specific expenditures will the granted funds be used for? This project fits under the Special Media Promotion criteria listed under this grant application. We intend to use V&C grant funds to hire a local, Treasure Valley Community College recently graduated student, to capture the essence of this event using videography and photography. This will be a professional package of services and deliverables that will be usable by all municipal, academic, Chamber, economic development, and community members to market and advertise our community for their individual events moving forward. The potential to leverage this marketing for future grant opportunities community wide exists. We plan to hire a local printing business to produce vinyl signs to be displayed around town to promote the event, and during the event. We plan to hire a local business to screen print t-shirts for all event participants. Logos for all sponsors will be included in all printed media. The produced products will highlight our community visually and verbally, and will capture the vibrancy of this unique event. All promotional products will support the theme of "Building Your future - Building Your Community". This is a play on words using building to emphasize the construction trades.

- 2) List promotion/event supporters or partners- We are garnering statewide attention and

publicity for this event; even at this early stage. The Oregon Construction Contractors Board, the Oregon Department of Transportation and the Eastern Oregon Workforce Board have all pledged support. Local support is just barely being tapped into with commitments from Kinney & Keele Hardware, Red Apple Marketplace, Malheur Federal Credit Union, Steph Rents, LLC, the BizZone, and Home Depot as leading examples. Worksource Oregon is an integral partner; registering contractors seeking to hire and screening trainees. All area Veteran organizations to include VAOI, VFW, DAV, American Legion, and the National Guard will be represented. Treasure Valley Community college supports this effort by providing the team at the Center for Business, Workforce and Community Learning full opportunity to create, facilitate and deploy this event with our partners.

PROJECTED PROMOTION/EVENT IMPACT:

Describe how the promotion/event will impact the Ontario economy (e.g., room nights, number of visitors/attendees, restaurant sales, retail sales, etc.). The focus on this event is to invest in our local workforce (training, hiring and growing businesses) so that we can attract more people to this community to live, start and grow businesses, and to contribute back to our economy through this growth. This event will impact the participants and our local community in many different ways, from job development and growth, to local contractor business growth, to providing sponsors a new advertising opportunity, to catching the eye of statewide agencies and having them come to our community to experience the event, to capturing radio, newspaper and other media sources attention from the region; and to rallying our community spirit behind this novel event. Hard to tell what effect this activity will have on retail and restaurant sales; although we hope that the marketing opportunity this provides our sponsors will have an aggregate positive effect.

FINANCIAL REPORTING REQUIREMENTS:

For established groups, please provide two years of P & L Statements, a current Balance Sheet, and a proposed budget for this year's promotion/event. For newly formed groups, please provide a proposed budget of revenues and expenditures in a form similar to the one below:

PROPOSED REVENUES – there are no cash revenues proposed. The anticipated outcomes - to attract, training and hire a employees into the construction trades; and to provide local contractors with an expanded workforce so they can more readily bid on jobs and grow their business; are long-term economic impacts revenues that our local economy will enjoy. TOTAL REVENUES \$0.00 direct cash. Unlimited long term impacts yet-to-be tracked.

PROPOSED EXPENDITURES

Use #1 Videography and Photography	Amount \$1,200.00
Use #2 Vinyl Signs	Amount \$ 500.00
Use #3 T-Shirts	Amount \$ 300.00

TOTAL EXPENDITURES \$2,000.00

REVENUES MINUS EXPENDITURES -\$2,000.00

As a final condition to accepting granted funds, the applicant agrees to provide the Ontario Visitors and Conventions Board with a final report summarizing results of the promotion/event (e.g., attendance, local and regional publicity, hotel/motel occupancy, closing revenue and expenditure report, etc.) within 90 days of the event/promotion.

1/30/19
Date

Andrea Testi
Signed

ANDREA TESTI
Printed Name of Applicant

Date Received: 1/31/19 Ontario Area Chamber President/CEO: _____

**FIND THE WORKERS
YOUR BUSINESS
NEEDS**

***FREE HANDS-ON
CONSTRUCTION
JOB TRAINING***



**TRAINING OFFERED TO MILITARY
VETERANS AND MOTIVATED YOUTH
SEEKING EMPLOYMENT IN THE
CONSTRUCTION TRADES**

CONSTRUCTION COMBINE 2019

Join us for these two hiring and training events in March 2019 that are inspired by the *NFL draft* to give local contractors the opportunity to interact with *youth and military veteran job seekers* in the construction trades industry!

Job seekers will demonstrate their skills and learn new ones in the **CONSTRUCTION COMBINE**.

They will have plenty of opportunity to demonstrate their motivation, meet with contractors, and potentially be offered a job during our *Drafts* to end each event.

Events will take place from 7am-5pm in the parking lots of the Home Depots in **Ontario, OR** located at 311 East Lane on March 20-21 (Wed-Thur), 2019 and **Nampa, ID** located at 2003 N Cassia St on March 26-27 (Tue-Wed), 2019. The Home Depot Foundation believes in improving the lives of U.S. veterans, and training tradespeople to fill the labor gap.

Oregon trainee participants must be 18 years or older to attend.

Idaho trainee participants must be 16 years (limitations may apply) or older to attend.

Each 2-day event will consist of safety training, applied building skills, networking; and will culminate with an *NFL-inspired draft* where contractors can offer jobs directly to the trainees!

Under the direction of local contractors, trainees will learn basics such as:

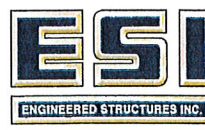
Framing Concrete Roofing Painting Plumbing Electrical

Trainees will build storage sheds while rotating through various contractor training stations. Sheds will be donated to local veterans. This event will support our local contractors seeking to hire new employees and provide key training for our workforce. Multiple hiring opportunities for youth and military veterans will make this a win-win situation for our communities.

To get more information about registering and sponsoring the **ONTARIO OREGON** event Contact TVCC CBWCL at 541-881-5755 or email cbwcl@tvcc.cc

To get more information about registering and sponsoring the **NAMPA IDAHO** event Contact TVCC Caldwell at 208-455-6860 or email kbrookshire@tvcc.cc

Contractors and Veterans - to learn more about the benefits of participating Contact Owen Spurling, VFW Commander, Idaho District #4 (208) 739-0085 xnavspud@hotmail.com



V&C GRANT CRITERIA CHECKLIST

Applicant/Event: Treasure Valley Community College Center for Business, Workforce and Community

Criteria		Meets No Criteria - Point Value 0	Partly Meets Criteria - Point Value 1	Sufficiently Meets Criteria Point Value 3	Exceeds Criteria - Point Value 5
1	The project is a capital project, which enhances tourism such as, but not limited to, beautification. Examples of such potential projects might include coordinated refuse bins in shopping areas or enhancements to the highway arterial entrances to the City of Ontario such as shrubs, lighting or signage.				
2	Events that would attract attendees and participants from out of the area and would promote local tourism and business. Extra consideration will be given to multi-night events that necessitate over night lodging in the Ontario area.				
3	Projects consisting of special area media promotions. These could include, among others, special brochures or videos or advertising co-op projects designed to extol the virtues of Ontario as a tourism, convention, cultural, or recreational destination.				
4	Projects related to the education and/or training of the Visitors and Conventions Director or Board members.				

ADDITIONAL QUESTIONS

YES

NO

Is this a not for profit project?			X
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TOTAL POINTS

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POINT SYSTEM

0	Unable to provide funding.
1 through 3	May provide funding with or without contingencies.
4 through 5	May provide funding with or without contingencies.

Date: 02/07/19

Ontario V&C Minutes
December 6, 2018
7:00 am
Clarion Inn

Meeting called to order at 7:00 am by Bob Quinn.

Roll Call – Debbie Blackaby, Cheryl Cruson, Doug Dean, John Hall, Bob Quinn, Ron Verini, V&C Director John Breidenbach

Absent: Laura Davis, City Manager Adam Brown

NEW BUSINESS

Follow-up Report: Treasure Valley Community College

Cathy Yasuda and Chase Van Weerdhuizen presented the follow-up report for Treasure Valley Community College's new student orientation. The grant fund helped make the event one of the most successful ones yet.

Promotional bags with the Ontario V&C logo were distributed at the event for marketing and recruiting purposes. Pre-surveys and post-surveys were also conducted with attendees to gather information and feedback. Due to a tight budget, the Student Services Department was low on funds for the annual orientation for new students. At the very end, local businesses also participated in the Taste of Ontario to give new students an idea of local dining opportunities. The new student orientation began at noon but students showed up as early as 11:30 am. The check-in process went quite smoothly. The welcome address from President Dana Young was followed by conversation starting activities in order to transition to the main event. Sessions included financial literacy, student discussion, success advising. A parent session was also held, and there are plans to give surveys to parents and other family members in the future for further feedback. Student surveys did show a good number of positive comments with a few negative ones mixed in as well.

MINUTES/FINANCIALS

The October 2018 minutes were reviewed; it was moved by Debbie Blackaby and seconded by Ron Verini to approve the minutes as presented. Motion carried. Financials were presented by Bob Quinn. It was moved by Debbie Blackaby and seconded by John Hall to approve the financials as presented. Motion carried.

V&C DIRECTOR'S REPORT

A section for the V&C Director's Report will now be added to upcoming V&C Board meeting agendas and minutes, as this is an open City meeting.

Ron Verini will not be able to hold his position on the V&C Board at the end of his term, so the Ontario City Council will be appointing someone to the position once it becomes vacant.

The City is extremely short on funds for the splash pad. Councilman Marty Justus has continued to suggest taking funding from organizations who receive TOT, particularly the Ontario Area Chamber of Commerce. It was suggested to write a check of \$5,000 for the splash pad. A V&C grant application will be filed shortly.

Kyle and Morgan Petty were in town and John Breidenbach had dinner with them. Kyle Petty is a former NASCAR driver and also does an annual Victory Camp fundraising ride. The event will go from coast to coast due to it being their 25th anniversary. They will be in Ontario next year on May 3rd for the first stop on their ride and an event is planned to welcome them into Ontario and highlight the town. The Petty Foundation will be doing the press releases and marketing for it.

Local entertainment will be hosted as well.

Alice Trindle has officially resigned from the Eastern Oregon Visitors Association Board as of yesterday's Board meeting. Michelle Liberty, has stepped down from the Board and moved into the Interim Executive Director position due to the vacancy.

Ellen Woodward has a proposal for a rose garden at the Palmer House, which could serve as a great tourism spot. It is a work in progress so news will follow after negotiations. There will be a need for funding.

Meeting adjourned.

**CITY OF ONTARIO
VISITORS AND CONVENTIONS BOARD
ACTIVITY SUMMARY
BEGINNING SEPTEMBER 1997**

DATE	REQUESTOR	REQUESTED	GRANTED	DISBURSED
NOV 2017	NO NEW ACTIVITY	\$ -	\$ -	\$ -
DEC 2017	NO NEW ACTIVITY			
JAN 2018	NO NEW ACTIVITY			
FEB 2018	V & C BREAKFAST MEETING (02/01/18) <i>** Check #122724 dated 02/08/18**</i>	\$ 69.62	\$ 69.62	\$ 69.62
FEB 2018	BORDER TOWN COMIC CON BORDER TOWN COMIC CON 2018	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
FEB 2018	FRIENDS OF THE AQUATIC CENTER SPLASH PAD PARK	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
MAR 2018	V & C BREAKFAST MEETING (03/01/18) <i>**Check #122816 dated 03/01/18**</i>	\$ 69.62	\$ 69.62	\$ 69.62
APR 2018	V & C BREAKFAST MEETING (04/05/18) <i>**Check #122963 dated 04/05/18**</i>	\$ 69.62	\$ 69.62	\$ 69.62
APR 2018	FOUR RIVERS CULTURAL CENTER TRADITION KEEPERS EVENT & EXHIBIT	\$ 5,250.00	\$ 4,800.00	\$ 4,800.00
APR 2018	MALHEUR COUNTY FAIR BOARD MALHEUR COUNTY FAIR CONCERT SERIES	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
MAY 2018	V & C BREAKFAST MEETING (05/03/18) <i>**Check #123111 dated 05/04/18**</i>	\$ 69.62	\$ 69.62	\$ 69.62
MAY 2018	TRI-COUNTY LOVE, INC. 2018 BRINGING HOPE FESTIVAL	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00
JUNE 2018	NO NEW ACTIVITY	\$ -	\$ -	\$ -
JULY 2018	V & C BREAKFAST MEETING (07/12/18) <i>**Check #123405 dated 07/13/18**</i>	\$ 69.62	\$ 69.62	\$ 69.62
JULY 2018	TREASURE VALLEY COMMUNITY COLLEGE TVCC NEW STUDENT ORIENTATION	\$ 5,000.00	\$ 4,200.00	\$ 4,200.00
AUG 2018	NO NEW ACTIVITY	\$ -	\$ -	\$ -
SEP 2018	NO NEW ACTIVITY	\$ -	\$ -	\$ -
OCT 2018	V & C BREAKFAST MEETING (10/04/18) <i>**Check #123765 dated 10/12/18**</i>	\$ 69.62	\$ 69.62	\$ 69.62
OCT 2018	TREASURE VALLEY COMMUNITY COLLEGE RODEO TEAM 2018 TVCC CHUKAR RODEO	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
NOV 2018	NO NEW ACTIVITY	\$ -	\$ -	\$ -
DEC 2018	V & C Breakfast Meeting (12/06/18) <i>**Invoiced 12/27/18 to be paid 12/28/18** Paid 12/28/19 - Check #124059</i>	\$ 69.62	\$ 69.62	\$ 69.62
JAN 2019	NO NEW ACTIVITY	\$ -	\$ -	\$ -
	1/31/2019	\$ 738,644.56	\$ 618,749.29	\$ 618,749.29

**CITY OF ONTARIO
VISITORS AND CONVENTIONS BOARD
PROMOTIONS AND EVENT FUND
BALANCES THROUGH
DRAFT JANUARY 2019**

2018	RESOURCES	EXPENSES	BALANCE
BALANCE FORWARD	\$642,814.15	\$628,107.26	\$14,706.89
JULY <i>T.O.T. Disbursement -\$2500</i>	\$2,500.00	\$4,269.62	\$12,937.27
AUGUST <i>T.O.T. Disbursement -\$2500</i>	\$2,500.00	\$0.00	\$15,437.27
SEPTEMBER <i>T.O.T. Disbursement -\$2500</i>	\$2,500.00	\$0.00	\$17,937.27
OCTOBER <i>T.O.T. Disbursement -\$2500</i>	\$2,500.00	\$2,069.62	\$18,367.65
NOVEMBER <i>T.O.T. Disbursement -\$2500</i>	\$2,500.00	\$0.00	\$20,867.65
DECEMBER <i>T.O.T. Disbursement -\$2500</i>	\$2,500.00	\$69.62	\$23,298.03
2019			
JANUARY <i>T.O.T. Disbursement -\$2500</i>	\$2,500.00	\$0.00	\$25,798.03
FEBRUARY <i>T.O.T. Disbursement -\$2500</i>			\$25,798.03
MARCH <i>T.O.T. Disbursement -\$2500</i>			\$25,798.03
APRIL <i>T.O.T. Disbursement -\$2500</i>			\$25,798.03
MAY <i>T.O.T. Disbursement -\$2500</i>			\$25,798.03
JUNE <i>T.O.T. Disbursement -\$2500</i>			\$25,798.03
TOTAL FISCAL	\$17,500.00	\$6,408.86	
ACCRUALS FROM JULY 1997 TO PRESENT	\$660,314.15	\$634,516.12	\$25,798.03

MALHEUR COUNTY COURT MINUTES

January 9, 2019

County Court met with Judge Dan Joyce presiding with Commissioner Don Hodge and Commissioner Larry Wilson present. Staff present was Administrative Officer Lorinda DuBois and County Counsel Stephanie Williams.

Also present was John Braese from Malheur County Economic Development, Representative Lynn Findley and Larry Meyer of the Argus Observer.

PUBLIC HEARING - SUPPLEMENTAL BUDGET

Judge Joyce opened the public hearing for consideration of Supplemental Budget Resolution No. R19-03. Notice of the hearing was published in the Argus Observer. No public comments were received. The purpose of the supplemental budget is to allocate Contingency funds in the Veterans Service Fund to be used in the support of Veterans Services. The hearing was closed. Commissioner Hodge moved to approve Resolution No. R19-03: In the Matter of Fiscal Year 2018/2019 Supplemental Budget by Resolution Under Local Budget Law ORS 294.471. Commissioner Wilson seconded and the motion passed unanimously. See instrument #[2019-0077](#)

Planner Eric Evans joined the meeting.

REPRESENTATIVE FINDLEY - LEGISLATIVE UPDATE

Representative Lynn Findley met with the Court and provided a legislative update. Assessor Dave Ingram joined the session. The legislative session starts January 22, 2019; a 3-day mandatory training session will be held next week for all legislators. During the recent Legislative Days, the House Revenue Committee introduced 45 revenue bills for this year's session. There are three heavy issues this year: carbon, education, and revenue reform. The Governor's budget challenges the Legislature to come up with an additional \$2.5 billion to fund all of her programs. The Secretary of State's Office recently released an audit report of State procurement actions and found that there is about \$1.6 billion wasted on procurement. Representative Findley has introduced 5 bills on behalf of the Eastern Oregon Boarder Board. 911 funding will also be revisited this session. Representative Findley answered various questions from the Court.

Representative Findley, Mr. Ingram and Mr. Braese left the meeting.

PLANNING DEPARTMENT

Planner Eric Evans met with the Court. Mr. Evans discussed with the Court that he would like to change the current vacant Planning Assistant position to a Management Assistant position. The Court was supportive of the change and confirmed that they would encourage that person attend planning related trainings when possible. Mr. Evans also discussed that he would like to leave open the possibility that as the office evolves it might be possible that the position move into a planner position; the Court agreed that they would be open to reevaluating the needs of the office as necessary. Mr. Evans also asked if the Court if they had any objections to him not attending meetings/trainings out of the area for the next couple of months in order to keep the office open as often as possible; there were no objections from the Court members.

COURT MINUTES

Commissioner Hodge moved to approve Court Minutes of January 2, 2019 as written. Commissioner Wilson seconded and the motion passed unanimously.

CHECK REGISTER

The Court signed the Accounts Payable book for August and September 2018.

INTERIM HEALTH DEPARTMENT DIRECTOR

Commissioner Hodge moved to appoint Rebecca Stricker as Interim Health Department Director, effective January 7, 2019. Commissioner Wilson seconded and the motion passed unanimously. Duties include those of Local Public Health Administrator (LPHA). See instrument #[2019-0078](#)

QUITCLAIM DEED - FARLEY

Commissioner Wilson moved to approve Quitclaim Deed to Jay and Cheryl Farley for Ref. #6303 & 903905. Commissioner Hodge seconded and the

motion passed unanimously. This is a buy-back as the property was foreclosed on by the County for non-payment of property taxes. See instrument #

TRAINING OPPORTUNITY

CCIS will be at the County the week of March 11, 2019 and several trainings will be offered. All employees will need to attend the Harassment training as the County is required to provide it to staff every two years. Two additional trainings will be offered for supervisors; the trainings should prove to be beneficial and insightful and all supervisors are highly encouraged to attend. The Court members confirmed they would attend the trainings. Details regarding the upcoming training opportunities will be sent to Department Heads/Elected Officials.

AMENDMENT - IGA #154122

Commissioner Hodge moved to approve Eleventh Amendment to Oregon Health Authority 2017-2019 Intergovernmental Agreement for the Financing of Public Health Services. Commissioner Wilson seconded and the motion passed unanimously. The amendment adds funding to Public Health Emergency Preparedness and Response. A copy will be returned for recording.

HEALTH DEPARTMENT DIRECTOR

The Court received applications for the Health Department Director vacancy. Interviews will tentatively be scheduled for January 23, 2019.

COURT ADJOURNMENT

The meeting was adjourned.

MALHEUR COUNTY COURT MINUTES

January 23, 2019

County Court met with Judge Dan Joyce presiding with Commissioner Don Hodge and Commissioner Larry Wilson present. Staff present was Administrative Officer Lorinda DuBois and County Counsel Stephanie Williams.

Also present was Larry Meyer of the Argus Observer, Ontario High School Senior Kara Dwyer (who was job shadowing Ms. Williams), and the following members of the Ontario Area Chamber Networking & Leadership Program: Matt Turner, John Braese, Renee Smith, Peter Hakett, Ryan Reeser, Jeremy Skousen, Christy Tanner, Callie Schram, Dina Ellwanger, Sharon Welch, Heather Haueter, JD Sater, and Executive Director John Breidenbach.

Judge Joyce opened the meeting and welcomed the Ontario Area Chamber Networking & Leadership Program participants. Mr. Breidenbach briefly explained this was Government Day for the Program and asked the participants to introduce themselves.

PLANNING DEPARTMENT

Planner Eric Evans met with the Court and requested approval of the final draft of the Planning Department Management Assistant job description. The Court members indicated they had reviewed the job description. Commissioner Hodge moved to approve the job description as presented. Commissioner Wilson seconded and the motion passed unanimously.

COURT MINUTES

Commissioner Wilson moved to approve Court Minutes of January 16, 2019 as written. Commissioner Hodge seconded and the motion passed unanimously.

SPECIAL MEETING MINUTES

Commissioner Wilson moved to approve Special Meeting Minutes of December 11, 2018 as written. Commissioner Hodge seconded and the motion passed unanimously.

CHECK REGISTER

Commissioner Hodge moved to approve the Accounts Payable book for October, November, and December 2018. Commissioner Wilson seconded and the motion passed unanimously.

CROSSING PERMIT

Commissioner Hodge moved to approve Crossing Permit #01-19 to Idaho Power Company to replace a regulator on Owyhee Lake Road #846. Commissioner Wilson seconded and the motion passed unanimously. The original permit will be kept on file at the Road Department.

QUITCLAIM DEED - MARTIN

Commissioner Hodge moved to approve Quitclaim Deed to Martin and Lyn Clark for Ref. #9913. Commissioner Wilson seconded and the motion passed unanimously. This is a buy-back as the property was foreclosed on by the County for non-payment of property taxes. See instrument [#2019-0344](#)

LEADERSHIP GROUP

The Court members briefly gave an overview of their positions and answered questions from the leadership group participants.

OWYHEE LAKE STATE PARK

Meeting with the Court from Oregon State Parks were Management Unit Manager Jim Hutton, Eastern District Manager Matt Rippee and Lake Owyhee State Park - Park Ranger Supervisor Aaron Raines. Also present was Sheriff Brian Wolfe and Undersheriff Travis Johnson. Mr. Hutton

introduced Mr. Rippee and Mr. Raines to the Court members. OHV (Off-Highway Vehicle) use at Lake Owyhee State Park was discussed. Mr. Hutton explained that State Parks in general does not allow OHV's on park roads or lands owned or managed by State Parks; this is a general rule. There are specific exceptions to the OHV rule but these exceptions are implemented through a rule change or specific action. Mr. Raines took over supervision of Lake Owyhee State Park last year and found that there is a lot of OHV use at the Park. There are a lot of informal paths/trails that have been created by pedestrians and OHV's leading to the water. Last year staff worked to educate and inform the OHV users about the restrictions in the Park but there was pushback from users saying they'd always done it in the past. Park staff monitored the situation closely and noticed that approximately once a month there was a group (such as an ATV club) that would ride on the County road, through the Park, and then up Fishermans Road and loop around to possibly Adrian or somewhere. Mr. Hutton asked what the County's position was on OHV use on County roads.

Judge Joyce requested Sheriff Wolfe comment on the matter. Sheriff Wolfe explained that the Sheriff's Office is and always has been opposed to restricting the use of off-road vehicles from being able to use the public lands. There is a lot of public land in Malheur county administered and managed by BLM; this land is not BLM land - it is public land managed by BLM. Also, for economy purposes the Sheriff's Office supports the use of these types of vehicles. Many people who live in Malheur county own and use these vehicles and the Sheriff's Office prefers to deal with any problems on an individual basis rather than by creating a blanket policy. Additionally, the Sheriff's Office would have a hard time enforcing restrictive use of the vehicles if the County Court were to adopt such an ordinance as they believe individuals should be able to use the public lands.

Judge Joyce asked Mr. Hutton what the process was for a rule change through State Parks. Mr. Hutton explained if OHV use were to be allowed in the entire Park it would have to go through Oregon State Parks formal rule making process. However, it may be possible to do a local designation for a small specific area within the Park, such as allowing the use from Indian Creek Campground to Fishermans Road. State Parks does have concerns that the road is very narrow and windy and is heavily used (most vehicles using the road also are pulling trailers).

Discussion about the issue continued. Sheriff Wolfe also noted that the County does not allow OHV use in Bully Creek Park and this creates a lot of dissention with the public. Ms. Williams said the lease with Bureau of Reclamation (BOR) for Bully Creek Park is up for renewal and the new proposed lease specifically states no off-road vehicle use on the property. Ms. Williams also explained that the County does not own Lake Owyhee Road in fee but rather it is an easement with BLM and she will review that easement language.

The Court requested that Mr. Hutton continue discussions with Sheriff Wolfe; once a recommendation is reached it will be brought back to the Court.

The leadership group left the meeting and Mr. Meyer left the meeting.

MISSION STATEMENT

The Court reviewed the following proposed County Mission Statement: It is the mission of Malheur County to appropriately administrate an economically sound local government, while maintaining the highest standards of leadership and service. Consensus was to remove the word "appropriately". Judge Joyce moved to approve the following as the Malheur County Mission Statement: "It is the mission of Malheur County to administrate an economically sound local government, while maintaining the highest standards of leadership and service." Commissioner Hodge seconded and the motion passed unanimously.

EXECUTIVE SESSION

Executive Session was called in accordance with ORS 192.660(2)(a) - Employment of Public Officers, Employees and Agents with Judge Joyce presiding and Commissioner Hodge and Commissioner Wilson present. Also present was Administrative Officer Lorinda DuBois and Sarah Poe. No decisions were made during or following the session.

COURT ADJOURNMENT

The meeting was adjourned.

SREDA Tentative Meeting
Schedule 2019

DATE	Day of Week	Location
January 2	Wednesday	TVCC – Oregon Trail Building Ontario
*February 5	Tuesday	Saint Alphonsus, Fruitland
*March 13	Wednesday	City of Ontario, Council Chambers
April 3	Wednesday	Waffleberries, Weiser
May 1	Wednesday	Lifeways (mental health month) Ontario
June 5	Wednesday	DL Evans Bank, Fruitland
July 3	Wednesday	TBD
August 7	Wednesday	TBD
September 4	Wednesday	TBD
October 2	Wednesday	TBD
November 6	Wednesday	TBD
December 6	Wednesday	TBD
January 8, 2020	Wednesday	TBD