

**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, APRIL 4, 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 April 2, 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) NEW BUSINESS

- A) Resolution #2019-113: A Supplemental Budget to Fund the Recreation Department for the Last Half of 2018-2019
- B) Resolution #2019-114: Support of HB2449 for Increasing the 911 Surcharge Fee from \$0.75 to \$1.50 Per Line
- C) Housing Incentive Program: Thompson
- D) Police Chief Salary

6) PUBLIC HEARING

- A) Ordinance #2753-2019: Acceptance of Private Properties as Public Right of Ways for Public Streets - First/Second Reading and Declaring an Emergency

7) DEPARTMENT HEAD UPDATES

- A) Finance: Monthly Update
- B) Community Development: Quarterly Update
- C) Police: Quarterly Update
- D) Code Enforcement: Status Update

8) HAND-OUTS/DISCUSSION ITEMS

- A) No Smoking Downtown Ordinance Discussion
- B) Working with Revitalize Ontario on Elements of Downtown Plan
- C) Trash Receptacles on Serve Day

D) Department Stats:
Fire & Rescue - March
Public Works - March
Police - February
Code Enforcement - February

E) Agenda:
SREDA 04-03-2019

F) Minutes:
SREDA 03-13-2019
County Court 03-06-2019
County Court 03-13-2019
County Court 03-20-2019
Diversity Advisory 08-14-2018
Diversity Advisory 09-11-2018
Diversity Advisory 10-09-2018
Diversity Advisory 01-08-2019
Diversity Advisory 02-12-2019

9) EXECUTIVE SESSION

A) ORS 192.660(2)(h)

10) NEW BUSINESS - CONTINUED

A) Possible Action Following Executive Session

11) CORRESPONDENCE, COMMENTS AND EX-OFFICIO REPORTS

12) ADJOURN



**AGENDA REPORT
NEW BUSINESS
April 4, 2019**

To: Mayor and City Council

FROM: Kari Ott, Finance Director

THROUGH: Adam J. Brown, City Manager

SUBJECT: **RESOLUTION #2019-113: A SUPPLEMENTAL BUDGET TO FUND THE RECREATION DEPARTMENT FOR THE LAST HALF OF 2018-2019**

DATE: April 1, 2019

PROPOSED MOTION:

NO ACTION PROPOSED AT THIS TIME. ITEM WILL BE READY FOR APPROVAL ON APRIL 16, 2019 FOLLOWING ADEQUATE PUBLIC NOTICE.

SUMMARY:

Attached is a supplemental budget resolution that will recognize revenue and expenditures for the second half of fiscal year 2018-2019.

BACKGROUND:

The City Council approved to extend the recreation department through June 30, 2019 as a part of the transition to the Ontario Recreation District.

CURRENT SITUATION:

The resolution attached recognizes revenue expected to be received in the time period from January 1 to June 30, 2019. Also, the additional expenditures needed are appropriated within this resolution to continue the recreation department through June 30, 2019. This time frame allows a better transition with the Oregon Recreation District.

The original budget included a recreation assistant , however the assistant position was not filled in 2018-2019.

ANALYSIS:

- A. **FINANCIAL** There is no net effect to the General Fund. The additional revenues will cover the additional expenditures.
- B. **TIMING** Staff would like to see the resolution approved at the April 16, 2019 City

Council meeting. This would allow the supplemental budget to be advertised for greater than the 4 days required.

- C. **POLICY/LEGAL** A supplemental budget approved by the City Council is required in order to expend the funds per ORS 294.

ALTERNATIVES:

1. The council could choose to reject the resolution. This would cause budget over expenditure violations if the Recreation Department is continued through June 30, 2019.

RECOMMENDATION:

Staff recommends that the City Council move Resolution 2019-113 to the consent agenda for April 16, 2019.

ATTACHMENTS:

1. RES 2019-113_CC_RECREATION ADJUSTMENT_04 2019



RESOLUTION 2019-113

A RESOLUTION APPROVING A SUPPLEMENTAL BUDGET TO INCREASE REVENUES AND APPROPRIATE EXPENDITURES TO FUND THE RECREATION DEPARTMENT FOR THE LAST HALF OF 18-19

- WHEREAS,** The Ontario City Council approved to fund the Recreation Department through June 30, 2019 as a part of a transition plan with the Ontario Recreation District; and
- WHEREAS,** A large portion of revenues for the recreation department are received in the spring because of the soccer program; and
- WHEREAS,** The City is required to approve a supplemental budget due to new revenues to be budgeted for; and
- WHEREAS,** The City desires to modify the 2018-2019 General Fund Recreation Department to increase revenues and appropriate expenditures.

NOW THEREFORE, BE IT HEREBY RESOLVED by the Ontario City Council to approve the following adjustments to the fiscal year 2018-2019 budget:

Line Item	Item Description	FY 18-19 Budget	Amount of Change	Adjusted Budget
GENERAL FUND				
001-000-462005	Rec-Youth Sports Program	\$10,138	\$41,731	\$51,869
001-000-462010	Rec-Adult Sports Program	\$ -	\$1,219	\$1,219
001-000-462015	Rec-Craft Programs	\$2,056	\$1,153	\$3,209
001-000-462025	Rec – Gate Receipts	\$800	\$330	\$1,130
001-000-462100	Rec – Uniform Sponsor Fees	\$3,379	\$16,390	\$19,769
001-000-469213	Rec Misc Revenue	\$500	\$1,769	\$2,269
001-025-511000	Wages & Salaries	\$37,546	\$9,826	\$47,372
001-025-513100	Vacation/Sick Buyout	\$2,392	\$4,781	\$7,173
001-025-514000	Emplr-Paid Employee Benefits	\$3,754	(\$1,386)	\$2,368
001-025-514100	Medical Insurance Co-Pay	\$19,047	\$1,071	\$20,118
001-025-514200	Deferred Compensation	\$900	\$900	\$1,800
001-025-515000	Workmans Comp	\$1,126	\$262	\$1,388
001-025-516000	Retirement	\$10,749	\$4,482	\$15,231
001-025-516500	Social Security	\$3,412	\$816	\$4,228
001-025-613500	General Sup & Maint	\$7,000	\$3,500	\$10,500
001-025-613525	Uniforms – Recreation Teams	\$9,725	\$7,746	\$17,471
001-025-614800	Office Machines Contract	\$ -	\$3,310	\$3,310
001-025-614900	Office Supplies	\$1,000	\$650	\$1,650
001-025-615100	Petroleum Supplies	\$ -	\$50	\$50
001-025-615200	Postage	\$900	\$1,015	\$1,915
001-025-615551	Contract Labor	\$15,750	\$26,169	\$41,919
001-025-618000	Professional Development	\$740	(\$600)	\$140

EFFECTIVE DATE: Effective immediately upon passage.

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

AYES:

NAYES:

ABSENT:

APPROVED by the Mayor this ____ day of _____, 20__.

Riley J. Hill, Mayor

ATTEST:

Tori Barnett, MMC, City Recorder



**AGENDA REPORT
NEW BUSINESS
April 4, 2019**

To: Mayor and City Council

FROM: Adam J. Brown, City Manager

THROUGH: Adam J. Brown, City Manager

SUBJECT: **RESOLUTION #2019-114: SUPPORT OF HB2449 FOR INCREASING THE 911 SURCHARGE FEE FROM \$0.75 TO \$1.50 PER LINE**

DATE: April 1, 2019

PROPOSED MOTION:

I MOVE THAT THE CITY COUNCIL ADOPT RESOLUTION #2019-114, A RESOLUTION IN SUPPORT OF HOUSE BILL 2449 TO INCREASE THE 9-1-1 TAX TO \$1.50 AND EXTEND THE SUNSET OF THE TAX.

SUMMARY:

The Sheriff's Department has asked for the city's support of the 9-1-1 bill being considered HB2449. This bill would increase the phone 9-1-1 fee from \$0.75 to \$1.50 per line per month.

BACKGROUND:

The county contracted with the city four years ago to take over 9-1-1. We have operated a consolidated dispatch since that time.

The current cost to the City of Ontario is approximately \$250,000 per year. That is over and above the 9-1-1 fees that go directly to the County now that dispatch is centralized. Between our cash contribution and our 9-1-1 fees, the City of Ontario pays for 100% each call received from our City by the dispatch center.

CURRENT SITUATION:

If this bill were passed, Malheur County dispatch has conveyed to all of the cities, at the 911 Users Board Meeting, that cities would not need to pay for their own dispatch service. County dispatch calls outside of Ontario, Vale, and Nyssa are currently paid for by the County General Fund which comes from general tax payers in the entire county including cities. Cities, however pay an additional cost for 9-1-1 dispatch above and beyond what they pay in county property taxes.

ANALYSIS:

- A. **FINANCIAL** The projected cost for 9-1-1 services this coming year is \$254,000. If this bill were approved, those funds would be free to pay for additional public safety services or any general fund program.
- B. **TIMING** The House is gauging support for this bill from cities and emergency responders. Malheur County Sheriff has asked for us to consider supporting this bill.
- C. **POLICY/LEGAL** Staff will not speak to this bill without support of the City Council. If the City Council chooses to support this increase it can be shared with the State Legislature and appropriate committee.

ALTERNATIVES:

Take No Action: If the council chooses to take no action we will remain silent on the bill.

RECOMMENDATION:

Staff recommends support for HB2449.

ATTACHMENTS:

1. Reso #2019-114 Support HB2449 Increase 911 Tax



RESOLUTION 2019-114

A RESOLUTION IN SUPPORT OF HOUSE BILL 2449 TO INCREASE THE 9-1-1 TAX TO \$1.50 AND EXTEND THE SUNSET OF THE TAX

- WHEREAS,** Public Safety Answering Points in Oregon were recently notified that the State 9-1-1 program, within Oregon Emergency Management, would likely be unable to continue to fully fund equipment upgrades and other costs associated with keeping PSAPs functioning as they do today; and
- WHEREAS,** The cost of maintaining the infrastructure capable of delivering emergency calls, in addition to personnel costs, have skyrocketed with technological upgrades that allow for enhanced data. The 9-1-1 tax has not been increased since 1995; however, the cost of doing business has increased every single year. The tax money anticipated for collection this year will not be enough to cover any system upgrades already past due; and
- WHEREAS.** Some of those costs will have to be absorbed by the agencies or passed on to the users who pay for services. This shift in resources that used to be covered by the 9-1-1 tax will have a direct impact to local police, fire and medical responders; and
- WHEREAS,** HB2449 seeks to increase the tax to ensure delivery of not only the current level of service, but to upgrade to technology that will help in being more efficient and effective; and
- WHEREAS,** HB2449 would increase the 9-1-1 tax from 75¢ to \$1.50; and
- WHEREAS,** HB2449 would extend the sunset of the tax collection; and
- WHEREAS,** The City of Ontario supports the addition of language in HB2449 that places all interest earned on the 9-1-1 tax in an account specifically set-up for future system upgrades; and
- WHEREAS,** The City of Ontario supports the removal of language in HB2449 that provides 2% to counties with a population less than 40,000; the amount for Oregon Emergency Management 9-1-1 Program from 4% to 2%; and to reduce the amount collected by the Department of Revenue from 1% to .05%.

EFFECTIVE DATE: Effective immediately upon passage.

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

AYES:
NAYES:
ABSENT:

APPROVED by the Mayor this ____ day of _____, 20____.

ATTEST

Riley J. Hill, Mayor

Tori Barnett, MMC, City Recorder



**AGENDA REPORT
NEW BUSINESS
April 4, 2019**

To: Mayor and City Council

FROM: Kari Ott, Finance Director

THROUGH: Adam J. Brown, City Manager

SUBJECT: HOUSING INCENTIVE PROGRAM: THOMPSON

DATE: April 1, 2019

PROPOSED MOTION:

I MOVE THE CITY COUNCIL APPROVE THE APPLICATION BY DAVID THOMPSON FOR THE ONTARIO HOUSING INCENTIVE PROGRAM IN THE AMOUNT OF \$10,000.

SUMMARY:

The Business Loan Committee is the reviewing and recommending authority for the City of Ontario Business Loan Fund and as such the Committee is tasked with reviewing and providing a recommendation to the City Council on all applications submitted for loan requests and Housing Incentive payments. The City Council is the final authority for approval of the applications. The City Manager, Finance Director and Community Development Director are responsible for insuring all requirements are met prior to payment of the approved application.

BACKGROUND:

The City Council, under Resolution Number 2018-111, updated the City of Ontario Business Loan Fund codes under Section 11a Housing Incentive Program to promote new housing development with the city limits of Ontario.

CURRENT SITUATION:

David Thompson is requesting approval of his application for the \$10,000.00 Incentive on a new home to be located at 704 Reiter Drive being Lot 113 of Sage Ridge Place Subdivision. The proposed Dwelling will be 1768 Square feet with two (2) bathrooms and 840 square feet, two (2) car garage. The application was deemed to be complete by the Community Development Director and meeting or exceeding the minimum requirements of Section 11 of the Business Loan Fund code and was forwarded to the Committee for their review and recommendation. The Business Loan Fund Committee recommended approval of the application.

ANALYSIS:

- A. **FINANCIAL** If approved, the city would pay the funds from the Business Loan Fund. The \$10,000.00 would be paid back to the fund through the city portion of the property taxes collected on the property and dwelling approved under this application.
- B. **TIMING** Time is of the essence on this application as the applicant wants to pull a building permit and start construction as soon as they receive their approval.
- C. **POLICY/LEGAL** The Business Loan Fund Committee makes recommendations to the City Council. If the City Council approves the action, the City Manager will have the Agreement signed by all parties authorizing the Building Department to issue a permit under this Agreement.

ALTERNATIVES:

The Business Loan Fund Committee makes recommendations to the City Council. If the City Council approves the action, the City Manager will have the Agreement signed by all parties authorizing the Building Department to issue a permit under this Agreement.

RECOMMENDATION:

Staff has reviewed the application for completeness and find it meeting or exceeding the minimum requirements. The Business Loan Fund Committee sent a favorable recommendation to the City Council and therefore the staff recommends that the City Council approve the Application by David Thompson in the amount of \$10,000.00.

ATTACHMENTS:

1. Application 05-2019 ThoMpson_704 Reiter Dr (1)



City of Ontario, Oregon Housing Incentive Program Checklist

Applicant: David Thompson Date: 3-14-2019

Site Address or Tax Lot: 704 REITER DR. TAX LOT 113 1854704BC

Application Number: 05-2019 (City Use Only)

Application Information: (Applicant or Staff)

- ☒ Completed Application Signed & Dated: 3-14-2019
- ☐ Documentation showing funding: SELF FUNDING - See other Files
- ☒ Within City Limits
- ☐ In Urban Growth Boundary Annexation Application filed: N/A
- ☒ Floor Plan or description describing minimum square footage:
 - 1. House Square footage: 1768
 - 2. Number of Baths: 2
 - 3. Size of Garage: 840
- ☒ Description of Property of Home:
 - 1. Tax Lot map & Number: 113 1854704 BC
 - 2. Copy of Deed: 2019-0095
 - 3. Or written description: N/A 704 REITER DRNG
- ☒ Completed W-9 Taxpayer Form.

Process Completed: (Staff Use Only below)

- ☒ PDAC (if Required) date Completed: N/A
- ☒ Community Development Director approval date: 3/15/19
- ☐ Forwarded to Business Loan Fund Committee: _____
- ☐ BLF Committee forwards recommendation to City Manager: _____
- ☐ City Council Approval or Denial: _____
- ☐ City Manager signs application signifying Council **Approval**: _____
- ☐ Application submitted to Finance for tracking: _____
- ☐ Certificate of Occupancy issued (within 2 yrs. of Council approval): _____
- ☐ Proof of Owner Occupancy (must be within 1 yr. of C of O): _____
- ☐ Payment made to Owner: _____



City of Ontario, Oregon

Housing Incentive Program Builder Agreement

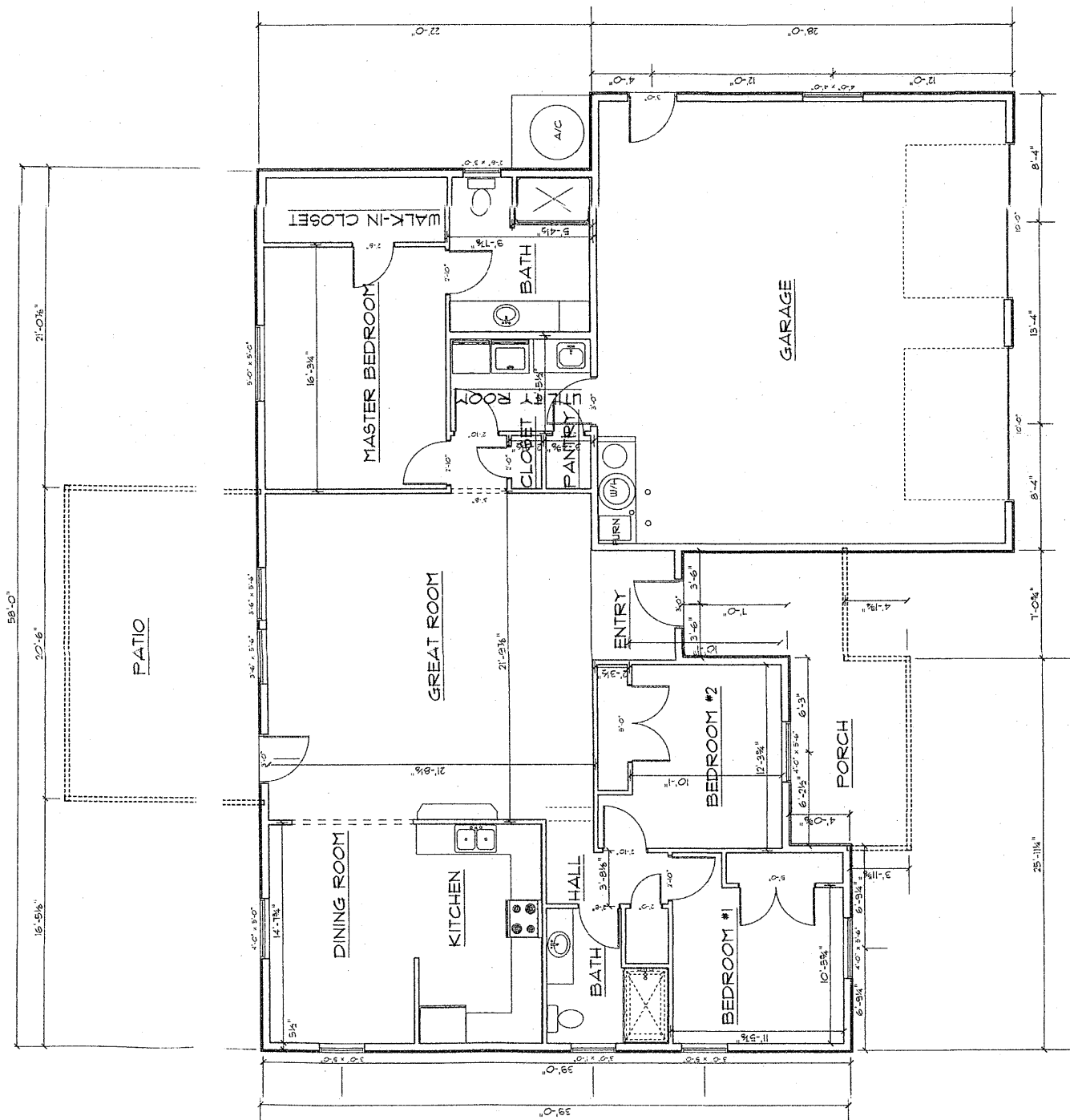
1. Eligibility: Contractors or persons acting as their own contractor are eligible for the Housing Incentive Program so far as they meet the requirements set by state and local building code.
2. Incentive Offer:
 - A. A qualified project will be eligible for a \$10,000 incentive payment at the time the Certificate of Occupancy (C of O) is Issued.
 - B. The home must be a single family home and owner occupied.
 - C. The home must be new construction and over 1,600 square feet of living space in size, or 1,350 square feet if it has a two garage and two bathrooms.
 - D. The home must be completed within 24 months of the application approval.
 - E. The home must be in the city limits of Ontario or annexed into the city prior to payment of incentive monies.
 - F. The home project must not be receiving any other governmental funding or subsidy (federal or state loan guarantees or tax credits are excluded).
3. General: This program is valid for contractors or owners using contractors that are licensed and in good standing with the state builders association and who are licensed, bonded, and insured. Amounts are reserved on a first come first-served basis. Incentive amounts are reserved for each project at the time an incentive application is approved and executed. Incentive amounts are returned to the general pool if the project is disqualified or not completed by the completion date, or the completion date is not extended by the City Manager.
4. Compliance-
 - A. Sufficient proof must be provided to ensure that the home meets the minimum requirements eligible for the incentive program.
 - B. All projects are expected to comply with federal, state, and local codes. If the home is not owner occupied within a year of certificate of occupancy, then 50% of the funds must be returned to the City of Ontario.
5. Payments of the \$10,000 building incentive are to be made within 30 days after certificate of occupancy is issued.

D.T. Owner/Contractor/Builder Initials

<u>David Thompson</u>	<u>541-881-6319</u>	<u>NONE</u>
Legal Company Name or Owner/Builder	Phone	Fax
<u>P.O. Box - 736</u>	<u>Ontario</u>	<u>OR</u>
<u>1453 NW 7Th AVE</u>	City	State
Company Address		Zip Code
<u>119606</u>	☒ Yes ☐ No	<u>97914</u>
Contractor License Number	Licensed to Build in Oregon	Federal Tax ID Number
<u>1</u>		<u>541-19-5207</u>
Number of homes proposed to be built in this agreement		

<u>Same as above</u>		
Payee Company Name (if contractor)	Payee First Name	Payee Last Name
Mailing Address	City	State
		Zip Code
Email	Phone	Federal Tax ID Number

<u>David G. Thompson</u>	<u>3-14-2019</u>		
Contractor/Builder Signature	Date	Community Development Director Signature	Date
City Manager Signature	Date	Business Loan Fund Chair Signature	Date
Copy of Contractor License due on Initiation of Agreement			



MAIN FLOOR PLAN
SCALE: 1/4" = 1'-0"

1768 sq. ft. living area

After recording return to:
Malheur County Title Company, Inc.
81 South Oregon Street
Ontario, OR 97914

Until a change is requested all tax statements shall be sent
to the following address:

David Thompson

P.O. Box 736
ONTARIO, OR 97914

File No.: 33286 E

Date: January 8, 2019

THIS SPACE RESERVED FOR RECORDER'S USE

MALHEUR COUNTY, OR **2019-0095**
D-ST WD **01/10/2019 02:36:00 PM**
Cnt=1 Pgs=1 **\$92.00**

I, Gayle V. Trotter, County Clerk for Malheur County, Oregon certify
that the instrument identified herein was recorded in the Clerk
records.

Gayle V. Trotter - County Clerk

STATUTORY WARRANTY DEED

SAGE RIDGE PLACE, LLC, an Oregon limited liability company, Grantor, conveys and warrants
to, **DAVID THOMPSON, Grantee,** the following described real property free of liens and
encumbrances, except as specifically set forth herein:

Land in **SAGE RIDGE PLACE SUBDIVISION**, City of Ontario, Malheur County, Oregon,
according to the Official Plat thereof, as follows:

Lot 24.

Account No.: 20640 Code No.: 1 Map No.: 18S4704BC Tax Lot No.: 113

This property is free from liens and encumbrances, EXCEPT:

Current general taxes, easements, restrictions and rights of way, if any, affecting title, which may appear in the
public record, including those shown on any recorded plat or survey.

The true consideration for this conveyance is **\$47,000.00** (Here comply with requirements of ORS 93.030)

**BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE
SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER SECTIONS ORS 195.300, 195.301 AND 195.305
TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007 AND SECTIONS 2 TO 9 AND 17,
CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT
DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE
LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON
ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY
PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY
ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF
THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST
PRACTICES AS DEFINED IN ORS 30.930 AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING
PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11,
CHAPTER 424, OREGON LAWS 2007, AND SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND
SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.**

Dated this 10 day of January, 2019.

SAGE RIDGE PLACE, LLC

By Ralph E. Poole
Ralph E. Poole, member

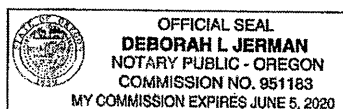
STATE OF OREGON

County of Malheur)ss

On January 10, 2019, personally appeared before me, Ralph E. Poole, member of Sage
Ridge Place, LLC, who acknowledged to me that he executed the same by authority and on
behalf of said limited liability company.

Ralph E. Poole
Notary Public for Oregon

My Commission Expires: 6-5-20





**AGENDA REPORT
NEW BUSINESS
April 4, 2019**

To: Mayor and City Council

FROM: Adam J. Brown, City Manager

THROUGH: Adam J. Brown, City Manager

SUBJECT: POLICE CHIEF SALARY

DATE: April 1, 2019

PROPOSED MOTION:

I MOVE THAT THE CITY COUNCIL AUTHORIZE THE POLICE CHIEF SALARY AT \$97,864.70.

SUMMARY:

Recruitment for a police chief has been underway for the last four months. An offer is ready to be extended but an adjustment to the salary is needed prior to making an offer.

BACKGROUND:

City staff have long identified the lack of a classification and compensation plan for non-represented employees. A classification plan is how we distinguish between the value of one position versus another. A compensation plan attaches a monetary system to the classification plan.

The personnel manual calls for a pay range otherwise known as a compensation plan; however, no plan exists. Past council members have said that a plan did exist at one time, but during the recession of 2008, the pay range was abandoned for the inability to follow the plan.

Oregon's pay equity act has made a classification and compensation plan even more important than before. It requires that employers conduct an equal-pay analysis, which means an evaluation process to assess and correct disparities among employees who perform work of comparable character. Work of comparable character means work that requires substantially similar knowledge, skill, effort, responsibility, and working conditions.

CURRENT SITUATION:

A prototype compensation and classification plan has been drafted internally. Staff is in the review stages and expects to bring it to the City Council shortly with the required policy amendments needed to enact it.

Meanwhile, the city is ready to make an offer to a police chief and staff wishes to pay a salary that is warranted by the market. We are proposing, until the classification and compensation plan is approved, that the city council approve a salary of \$97,864.70 to be offered to the candidate. This salary would fit into the drafted plan. Comparisons to other Oregon Cities of which we are required to use, puts this salary just below the average of cities within 25% of the size of Ontario. A combined survey of the most recent data we could obtain is attached.

As you well know, Ontario has 11,470 residents but serves a population more than four times that amount. We have problems associated with cities four times our size, but with resources more akin to a city of 11,470. The Ontario Police Department has its challenges.

ANALYSIS:

- A. **FINANCIAL** In all likelihood, the candidate will not begin until late May or early June. With the savings from having the police chief position vacant for approximately 4 1/2 to 5 months, I do not anticipate any challenges with the current budget accommodating the new pay rate. The change in the fully burdened cost is approximately \$15,440 annually. This calculation includes the most current PERS rates for the next fiscal year.

I have attached a salary comparison tabulated by the Human Resources Manager from peers across the state using the most recent data available.

- B. **TIMING** I would like this approved now so that I can make a formal offer to a candidate.
- C. **POLICY/LEGAL** We intend to bring a compensation and classification study to the city council within the next month to adopt it with the 2019-2020 Fiscal Budget. The proposed salary will fall within the range we expect under the draft plan. The study will bring us into compliance with the city policy.

ALTERNATIVES:

Take No Action - If the council takes no action, I will not be able to make an offer to the candidate. We will continue to keep the job open and review applications as they come in.

RECOMMENDATION:

The City Manager recommends the Ontario City Council authorize the Police Chief Salary to be \$97,864.70.

ATTACHMENTS:

1. Comps_SS_Police Chief Data_1 25 2019
2. Salary Comparison old and new salary police chief



City	Population	Police Chief	PERS Pickup		Population	Current Salary	PERS Pickup
Butte Falls	430	37,440.00	DK	Ontario	11,470	86,626.00	No
Condon	685	48,000.00	DK				
Powers	695	49,920.00	DK				
Malin	815	49,734.00	DK				
Yamhill	1,075	63,100.00	DK				
Coburg	1,085	78,000.00	DK				
Port Orford	1,145	58,361.00	DK				
Rockaway Beach	1,350	84,520.00	DK				
Amity	1,640	60,201.00	DK				
Stanfield	2,145	62,280.00	DK				
Carlton	2,205	83,424.00	DK				
Rogue River	2,220	61,210.00	DK				
Myrtle Point	2,535	67,800.00	DK				
Myrtle Creek	3,490	76,212.00	DK				
King City	3,630	85,000.00	DK				
Aumsville	3,970	91,620.00	DK				
Philomath	4,710	89,040.00	DK				
Madras	6,300	90,182.00	DK				
Brookings	6,595	92,124.00	DK				
Scappoose	6,875	113,784.00	DK				
Milton Freewater	7,050	118,344.00	Yes				
Umatilla	7,245	95,574.00	DK				
Hood River	7,955	101,113.00	DK				
Lincoln City	8,665	104,458.00	DK				
Florence	8,745	105,000.00	DK				
Independence	9,340	109,636.00	DK				
Molalla	9,610	86,803.00	DK				
Cottage Grove	9,686	106,068.00	No				
North Bend	9,702	93,732.00	Yes				
Baker City	9,783	79,464.00	Yes				
Prineville	9,880	120,273.00	DK				
Newport	9,989	103,638.00	Yes	Population	11,470		
Silverton	10,070	94,640.00	DK	Range	2867.5		
Sandy	10,855	92,640.00	DK	Bottom	8602.5	25% under Ontario pop.	
St. Helens	13,240	97,000.00	DK	Top	14337.5	25% over Ontario pop.	
La Grande	13,245	98,988.00	Yes				
The Dalles	14,625	101,407.00	N/A				
Dallas	15,570	95,541.00	DK				
Canby	16,660	130,278.00	DK				
Pendleton	16,890	110,364.00	No				
Central Point	17,700	109,935.00	DK				
Hermiston	17,985	116,508.00	Yes				
Ashland	20,700	126,316.00	DK				
Klmath Falls	20,840	126,156.00	No				
Newberg	23,480	123,360.00	DK				
Roseburg	24,015	134,040.00	DK				
McMinnville	33,665	128,227.00	DK				
Oregon City	34,610	144,552.00	DK				
Keizer	38,345	123,240.00	DK				
Tigard	50,985	141,356.00	DK				
Albany	52,710	137,842.00	DK				
Springfield	60,655	130,603.00	DK				
Medford	79,590	153,629.00	DK				
Beaverton	95,685	157,887.00	DK				

These cities either self reported to the League of Oregon Cities last year, or were included in a recent peer review. The most recently available number was used.

Average within 25% of Ontario Pop. 99,410.77



Wage Comparison for Police Chief Salary Re-Evaluation

Column1	SALARY	DEFERRED COMP	SS	MEDICARE	PERS	WBF	WC	INSURANCE	TOTAL FULLY BURDENED	SALARY PER HOUR	TOTAL PER HOUR
Proposed Salary	\$ 97,864.70	\$ 1,800.00	\$ 6,179.21	\$ 1,445.14	\$ 29,480.82	\$ 29.12	\$ 140.93	\$ 19,501.68	\$ 156,441.59	\$ 47.05	\$ 75.21
Former Chief Salary	\$ 86,626.00	\$ 1,800.00	\$ 5,482.41	\$ 1,282.18	\$ 26,156.41	\$ 29.12	\$ 124.74	\$ 19,501.68	\$ 141,002.54	\$ 41.65	\$ 67.79
									\$ (15,439.05)		



**AGENDA REPORT
PUBLIC HEARING
April 4, 2019**

To: Mayor and City Council

FROM: Dan Cummings, Community Development Director

THROUGH: Adam J. Brown, City Manager

SUBJECT: **ORDINANCE #2753-2019: ACCEPTANCE OF PRIVATE PROPERTIES AS PUBLIC
RIGHT OF WAYS FOR PUBLIC STREETS - FIRST/SECOND READING AND
DECLARING AN EMERGENCY**

DATE: March 27, 2019

PROPOSED MOTION:

THERE ARE THREE MOTIONS, ONE TO DECLARE AN EMERGENCY AND ONE TO ADOPT UNDER THE EMERGENCY OR ONE IF NOT DECLARING AN EMERGENCY TO ADOPT ON FIRST READING ONLY.

I MOVE THAT THE CITY COUNCIL DECLARE AN EMERGENCY IN THE ADOPTION OF ORDINANCE #2753-2019, AN ORDINANCE ACCEPTING A PORTION OF THE SNAKE RIVER VENTURES, LLC PROPERTY CURRENTLY DESIGNATED AS ASSESSOR'S MAP #18S4711BC, TAX LOT #1101 AND A PORTION OF THE HEVN, LLC PROPERTY CURRENTLY DESIGNATED AS ASSESSOR'S MAP #17S4733C, TAX LOT #3001, AS CITY OF ONTARIO STREET RIGHT-OF-WAY AS PART OF THAT PUBLIC STREET KNOWN AS SE 13TH STREET AND NW 20TH AVENUE.

I MOVE THAT THE CITY COUNCIL ADOPT ORDINANCE #2753-2019, AN ORDINANCE ACCEPTING A PORTION OF THE SNAKE RIVER VENTURES, LLC PROPERTY CURRENTLY DESIGNATED AS ASSESSOR'S MAP #18S4711BC, TAX LOT #1101 AND A PORTION OF THE HEVN, LLC PROPERTY CURRENTLY DESIGNATED AS ASSESSOR'S MAP #17S4733C, TAX LOT #3001, AS CITY OF ONTARIO STREET RIGHT-OF-WAY AS PART OF THAT PUBLIC STREET KNOWN AS SE 13TH STREET AND NW 20TH AVENUE ON FIRST AND SECOND READING BY TITLE ONLY BY EMERGENCY PASSAGE.

OR IF NOT DECLARED AN EMERGENCY:

I MOVE THAT THE CITY COUNCIL ADOPT ORDINANCE #2753-2019, AN ORDINANCE ACCEPTING A PORTION OF THE SNAKE RIVER VENTURES, LLC PROPERTY CURRENTLY DESIGNATED AS ASSESSOR'S MAP #18S4711BC, TAX LOT #1101 AND A PORTION OF THE HEVN, LLC PROPERTY CURRENTLY DESIGNATED AS ASSESSOR'S MAP #17S4733C, TAX LOT #3001, AS CITY OF ONTARIO STREET RIGHT-OF-WAY AS PART OF THAT PUBLIC STREET KNOWN AS SE 13TH STREET AND NW 20TH AVENUE ON FIRST READING BY TITLE ONLY.

SUMMARY:

In cooperation with the city and the owners of the lands described in this action, for the improvements of public infrastructure being annexed into the city limits of Ontario, it was mutually agreed upon at the time of annexation of the properties under Ordinances #2750-2019 and #2751-2019 that street right of ways would be required to be dedicated to the public for public streets and utilities.

BACKGROUND:

On March 19, 2019, the City Council approved and adopted Ordinance #2750-2019 and #2751-2019 annexing into the city limits certain properties and under conditions of approval of the annexations, street right of ways were required to be dedicated for public improvements and utilities.

CURRENT SITUATION:

Applicable Ordinance & Comprehensive Plan Criteria and Standards:

The proposed development must comply with applicable provisions of the zoning regulations as set forth in the Ontario Municipal Code (OMC), and the City of Ontario Comprehensive Plan. Generally, unless otherwise noted, if a request is found to be consistent with the zoning ordinance, it is considered to be consistent with the Comprehensive Plan.

A. 10B-55-70 PUBLIC STREET OUTSIDE LAND DEVELOPMENT. A public street may be created within the City Limits by deed to the City, if the deed is accepted by the City. The establishment of such street may be initiated by the City, County or State if declared essential for the purpose of general traffic circulation. The completion of any required street improvements shall be provided for in the proceedings leading to the acceptance of the street. Additional building sites created by the establishment of a deeded street shall be processed as a partition or subdivision.

10B-55-75 ACCEPTANCE OF A DEEDED STREET, PROCEDURE. An action for accepting a deeded street shall be initiated by the applicant as an application to the Council; the Council shall consider the request at a public hearing and may, by motion, accept or deny the action to accept the deed. If the council decision is to accept the deed, the Council shall accept the deed by ordinance as provided for in the City charter.

Findings: This request is for acceptance of land from “SNAKE RIVER VENTURES, LLC”, to serve as a city street, specifically a portion of SE 13th Street and land from “HEVN, LLC” to serve as a city street, specifically a portion of NW 20th Avenue, to allow development of Public Improvement. The owners of the properties have submitted deeds, which have been reviewed by staff for compliance. It has been requested and determined that due to economic development reasons and development of the subject’s properties and for the timely

completion of the requirements of annexation that an emergency exists for the need to accept this right-of-way as an emergency reading.

Conclusion: All applicable requirements for acceptance of private property as right-of-way for a city street are met; the city may accept the areas described in the deeds as per City Code 10B-55-75. Proposed Ordinance #2753-2019 is provided with this report for Council approval. A request for an emergency passage of this ordinance is based upon economic reasons and timely completion of the annexation of the properties.

ANALYSIS:

- A. **FINANCIAL** Once the sections of streets are constructed to city standards by the property owners, normal maintenance costs would be associated with these streets.
- B. **TIMING** Timing of this action is important due to being conditions of approval of the annexations of the lands adopted by the City Council on March 19, 2019, under city Ordinances #2750-2019 and #2751-2019.
- C. **POLICY/LEGAL** Acceptance of right of way for public streets by the City Council is required by the City Charter.

ALTERNATIVES:

The Council could chose not to accept the right of way and not require the streets to be widened to city standards and the streets to be constructed or left as pavement sections only.

RECOMMENDATION:

Staff recommends that the Council accept the property as described on the attached Deeds as City of Ontario street right-of-way.

ATTACHMENTS:

- 1. Ord #2753-2019 Dedication of ROW
- 2. Deed Exhibit 1
- 3. Deed Exhibit 2
- 4. Map # 1-Snake River Ventures
- 5. Map #2-HEVN LLC_1



ORDINANCE NO. 2753-2019

AN ORDINANCE ACCEPTING CERTAIN TERRITORY AS CITY OF ONTARIO STREET RIGHT-OF-WAY AND AS A PUBLIC STREET, AND DECLARING AN EMERGENCY

- WHEREAS,** The City received two requests for annexation under Planning Actions 2018-10-19AZ, Ordinance #2750-2019, and 2018-11-20AZ, Ordinance #2751-2019, and in the conditions of approval on both actions, Street Right of Ways were required to be granted to accommodate the required street construction; and
- WHEREAS,** There was submitted to the City of Ontario a request for city acceptance of certain territory that is currently private property on the westerly portion of “THE SNAKE RIVER VENTURES, LLC” property designated as Assessor’s Map 18S4711BC; Tax Lot 1101, as a City of Ontario Public Street for a portion of SE 13th Street; and
- WHEREAS,** There was submitted to the City of Ontario a request for city acceptance of certain territory that is currently private property on the northerly portion of “THE HEVN, LLC” property designated as Assessor’s Map 17S4733C; Tax Lot 3001, as a City of Ontario Public Street for a portion of NW 20th Avenue; and
- WHEREAS,** Public notice of a City Council hearing on this matter was provided in accordance with the Ontario Municipal Code; and
- WHEREAS,** This action fulfills the conditions of approval for Ordinance #2750-2019 and Ordinance #2751-2019 to grant the needed street Right of Way; and
- WHEREAS,** A Public Hearing on this matter was held on April 4, 2019, before the City of Ontario City Council and the Council approved the request.

NOW THEREFORE, THE CITY OF ONTARIO ORDAINS AS FOLLOWS:

1. Subject Area: The following contiguous territory: That property within the City Limits of the City of Ontario, in Malheur County, Oregon, and currently known as the **West 30 feet** of land designated as Malheur County Assessor’s Map #18S4711BC; Tax Lots 1101, and specifically described in the deed attached to this ordinance as Exhibit “1” and the **North 17.50** feet of land designated as Malheur County Assessor’s Map #17S4733C; Tax Lots 3001, and specifically described in the deed attached to this ordinance as Exhibit “2”.
2. Accepting the above described area as City of Ontario Street Right-of-way and as a Public Street: The Common Council of the City of Ontario deems it in the best interest of the public of the City of Ontario and hereby declares that the real property described hereinabove is accepted as City of Ontario Street Right-of-Ways and as a Public Streets to be added to the Right-of-Way of “SE 13th Street and NW 20th Avenue” as of the effective date of this ordinance.

3. Record. The City Recorder shall submit copies of this Ordinance to the Malheur County Clerk for recording, and shall keep in the file of this matter (1) a copy of this Ordinance, (2) a copy of the deeds for the subject properties, which includes the legal description depicting the boundaries of the subject area.
4. Emergency Passage. Because these rights of ways are a requirement of the condition of approval for both Ordinance #2750-2019 and #2751-2019, which were both adopted on March 19, 2019, and because the City of Ontario extends the utmost effort to accommodate the needs of property owners in the community and recognizes the economic value to the community, the Council declares an emergency to exist and this ordinance shall be effective immediately upon passage at the second reading.

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

AYES:

NAYS:

ABSENT:

APPROVED by the Mayor this ____ day of _____, 2019.

ATTEST:

Riley J. Hill, Mayor

Tori Barnett, MMC, City Recorder

After Recording Return to:
City of Ontario
City Recorder
Attn. Tori Barnett
444 SW 4th Street
Ontario, OR 97914

Exhibit "1"
DEED OF DEDICATION

FOR VALUE RECEIVED, **SNAKE RIVER VENTURES, LLC**, whose current address is P.O. Box 1047, Ontario, Oregon 97914 ("Grantor"), in consideration of the sum of -Zero- dollars (\$0.00) and other considerations, the receipt of which is hereby acknowledged, does hereby convey and dedicate to the **CITY OF ONTARIO**, ("Grantee"), whose address is 444 SW 4TH Street, Ontario, Oregon 97914, A PUBLIC RIGHT OF WAY and the right to erect, construct, install, and lay and thereafter use, operate, inspect, repair, maintain, replace, and remove a permanent roadway and public utilities, such as but limited to Sewer, Water, Gas, Electric and Communication services lines, Fixtures and Facilities over, across, and through the following described real property located in Malheur County, Oregon (the "Property"), to wit:

Being the **WEST 30 FEET** of the following described parcel: Land in Malheur County, Oregon, in Twp. 18 S., R. 47 E., W.M.; Sec. 11: A parcel of land in the NW1/4SW1/4SW1/4NW1/4 described as follows: Beginning at the Northwest corner of the NW1/4SW1/4SW1/4NW1/4; thence South, along the West boundary thereof, 110; thence East 230 feet; thence North, parallel with the West boundary, 110 feet, to the North line of the NW1/4SW1/4SW1/4NW1/4; thence West along the North line, 230 feet to the Point of Beginning.

TOGETHER WITH a 10 feet wide perpetual easement for public utility purpose and slope easement, lying adjacent to and Westerly of the above described right of way, for use by Public Utility Companies and street construction slopes.

SUBJECT TO all existing easements of record.

Further, it is agreed, and made a condition herein, that the conveyed Property be dedicated for public use and in the event the Grantee fails to use or ceases to use the Property exclusively for said use, all right, title and interest in and to the Property shall revert to the Grantor through a legal Vacation process.

GRANTEE, by signing this Instrument, accepts the conveyance of the real property described herein for a public street and agrees to the terms of Grantor's Reversion and all other covenants, terms and conditions of this instrument.

IN WITNESS WHEREOF, the Grantor has executed this instrument on this 18th day of March, 2019.

GRANTOR:

SNAKE RIVER VENTURE, LLC

By: Charles Oakes, organizer
Charles Oakes, Organizer

By: _____

On this 18th day of March, 2019, before me, the undersigned Notary Public in and for said State, personally appeared **Charles Oakes**, known or identified to me to be the ORGANIZER AUTHORIZED TO SIGN for **SNAKE RIVER VENTURE, LLC**, and he/they executed the within instrument.

 OFFICIAL STAMP
AMY LOUISE MANGUM
NOTARY PUBLIC - OREGON
COMMISSION NO. 957829A
MY COMMISSION EXPIRES JANUARY 08, 2021

Page 2 of

After Recording Return to:
City of Ontario
City Recorder
Attn. Tori Barnett
444 SW 4th Street
Ontario, OR 97914

Exhibit "2"
DEED OF DEDICATION

FOR VALUE RECEIVED, **HEVN, LLC**, whose current address is P.O. Box 1047, Ontario, Oregon 97914 ("Grantor"), in consideration of the sum of –Zero- dollars (\$0.00) and other considerations, the receipt of which is hereby acknowledged, does hereby convey and dedicate to the **CITY OF ONTARIO**, ("Grantee"), whose address is 444 SW 4TH Street, Ontario, Oregon 97914, A PUBLIC RIGHT OF WAY and the right to erect, construct, install, and lay and thereafter use, operate, inspect, repair, maintain, replace, and remove a permanent roadway and public utilities, such as but limited to Sewer, Water, Gas, Electric and Communication services lines, Fixtures and Facilities over, across, and through the following described real property located in Malheur County, Oregon (the "Property"), to wit:

Being the **NORTH 17.50 FEET** of the following described parcel: Land in Oregon and Western Colonization Subdivision Second Addition in Section 33, Township 17 South Plat Range 47 East of the Willamette Meridian, Malheur County, Oregon, according to the Corrected Plat thereof, as follows:

In Block 5 : Lot 22,

EXCEPTING THEREFROM the South 415 feet.

FURTHER EXCEPTING that portion awarded to the State of Oregon, by and through its Department of Transportation, in Judgment filed December 9, 2005, Case No. 05084583£, Malheur County Circuit Court Records and recorded June 22, 2006, Instrument No. 2006-4615, Deed Records.

TOGETHER WITH a 10 feet wide perpetual easement for public utility purpose and slope easement, lying adjacent to and Westerly of the above described right of way, for use by Public Utility Companies and street construction slopes.

SUBJECT TO all existing easements of record.

Further, it is agreed, and made a condition herein, that the conveyed Property be dedicated for public use and in the event the Grantee fails to use or ceases to use the Property exclusively for said use, all right, title and interest in and to the Property shall revert to the Grantor through a legal Vacation process.

GRANTEE, by signing this Instrument, accepts the conveyance of the real property described herein for a public street and agrees to the terms of Grantor's Reversion and all other covenants, terms and conditions of this instrument.

IN WITNESS WHEREOF, the Grantor has executed this instrument on this 18th day of March, 2019.

GRANTOR:

HEVN, LLC

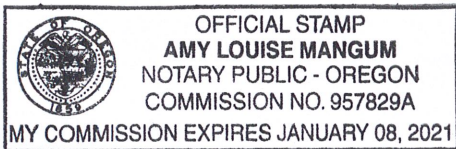
By: Charles Oakes, organizer
Charles Oakes, Organizer

By: _____

State of OREGON)
 SS.
County of MALHEUR)

On this 18th day of March, 2019, before me, the undersigned Notary Public in and for said State, personally appeared **Charles Oakes**, known or identified to me to be the ORGANIZER AUTHORIZED TO SIGN for **SNAKE RIVER VENTURE, LLC**, and he/they executed the within instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.



Amy L. Mangum
Notary Public for Oregon
My Commission expires: 1/8/2021

Accepted by the Common Council of the City of Ontario on this _____ day of _____, 2019, Pursuant to Ordinance No. _____

GRANTEE:

CITY OF ONTARIO

By: _____
Riley Hill, Mayor

Attested: _____
City Recorder: Tori Barnett, MMC

EXHIBIT #1 MAP

SHAKE RIVER VENTURES, LLC

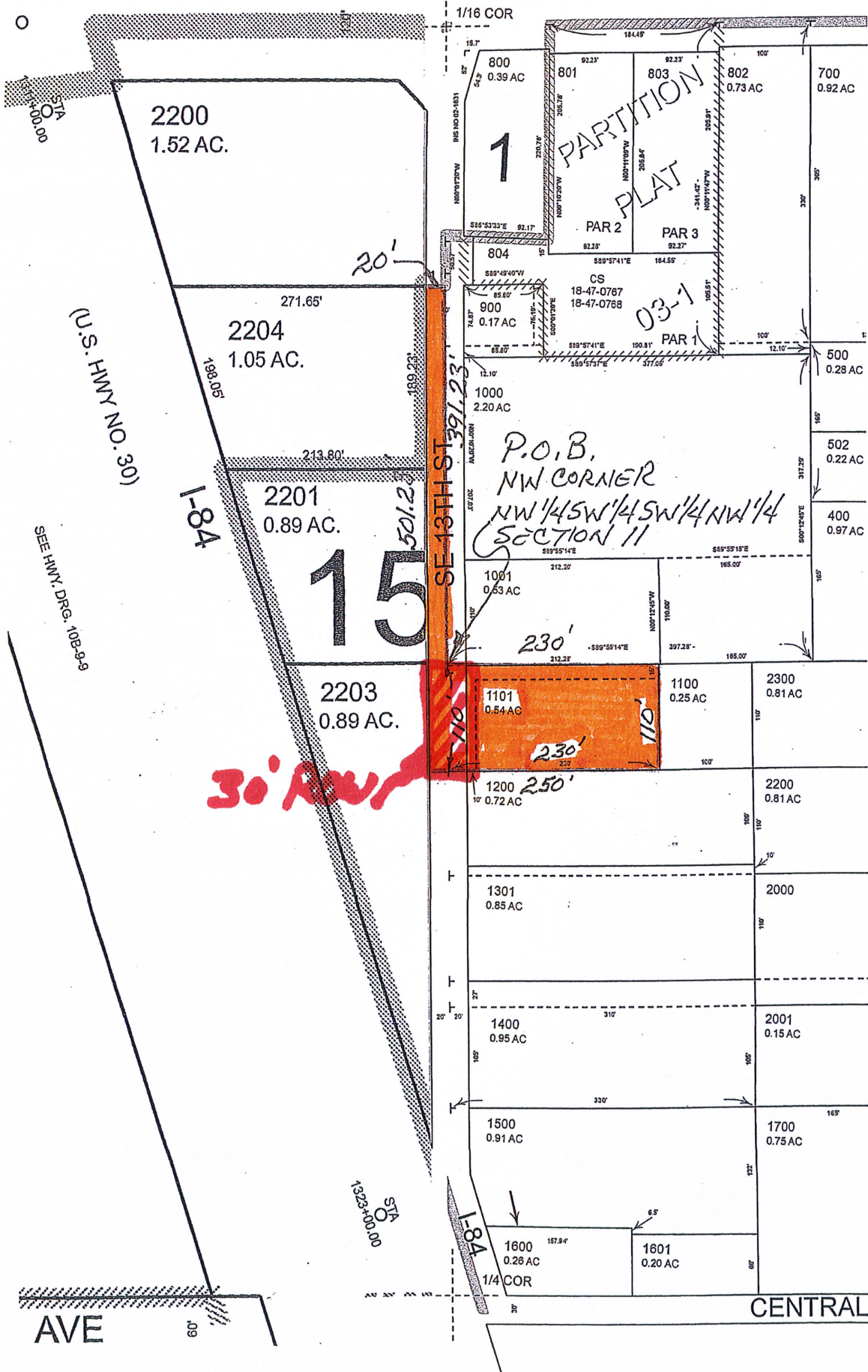
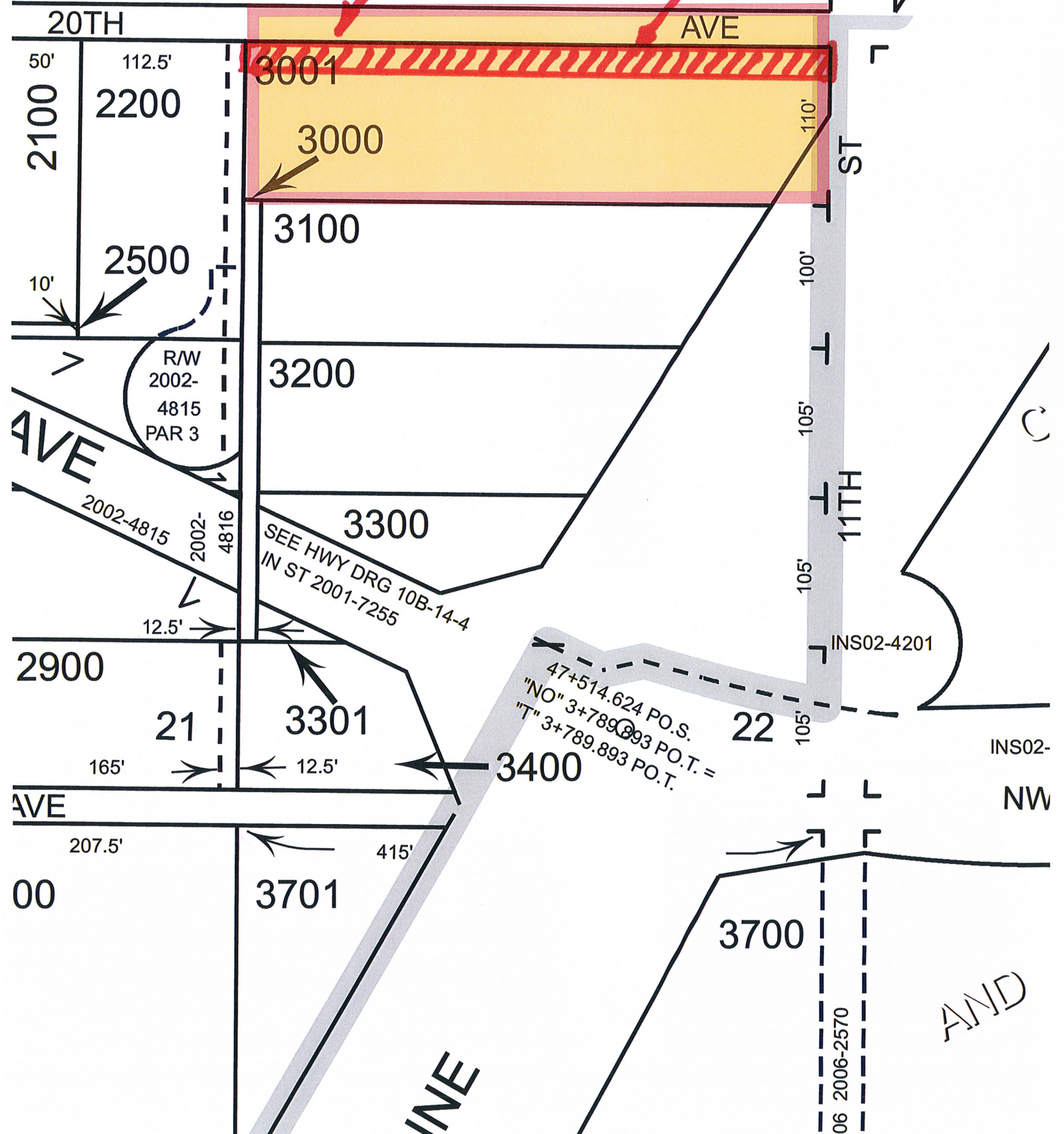


EXHIBIT #2 MAP
HEVN, LLC

EXHIBIT 25' NOW 17.5'

S 47E 33B

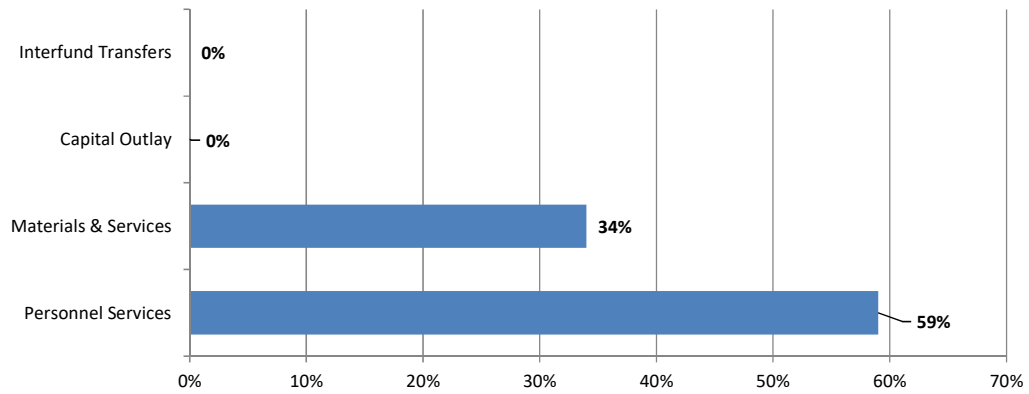


**CITY OF ONTARIO
GENERAL FUND - DEPARTMENT EXPENSE
FOR THE PERIOD ENDED
FEBRUARY 28, 2019**

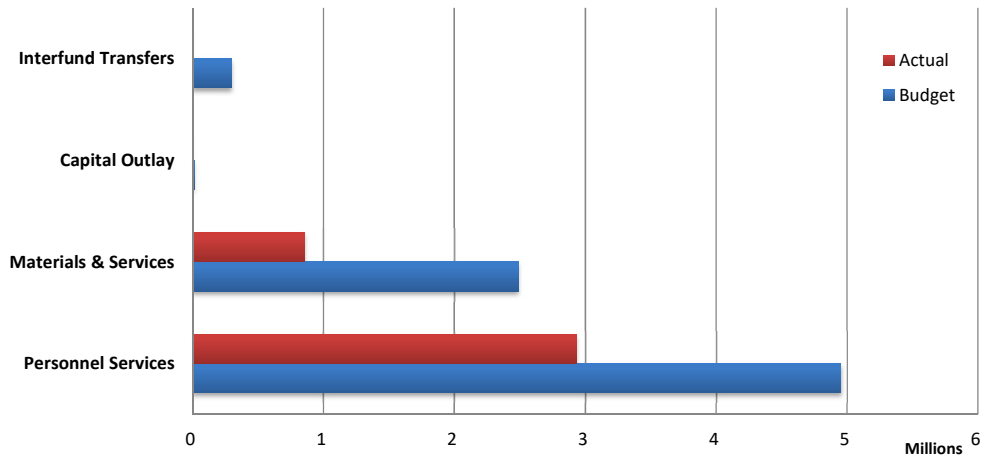
DEPARTMENT	BUDGET	ACTUAL	% EXPENDED	COMMENTS
Parks	130,374	88,519	67.9%	contract paid month ahead will have resolution
Recreation	119,616	104,750	87.6%	
Parks & Recreation	249,990	193,269	77.3%	
Fire	1,436,598	923,343	64.3%	
Code Enforcement	126,154	80,638	63.9%	
Police	3,287,282	2,219,667	67.5%	
Police reserves	2,000	-	0.0%	
Public Safety Total	4,852,034	3,223,649	66.4%	
Administration	470,084	270,729	57.6%	contract paid month ahead
City Council	25,292	8,233	32.6%	
Business Registration	1,100	168	15.3%	
Cemetery	116,418	81,983	70.4%	
Finance	234,857	143,138	60.9%	
Technology	108,606	64,543	59.4%	
General Government Total	956,357	568,793	59.5%	
Community development	163,760	99,004	60.5%	
Community Development	163,760	99,004	60.5%	
Administrative Overhead	1,259,111	1,159,631	92.1%	PERS side account payment made February 2019
Other Total	1,259,111	1,159,631	92.1%	
Operating Transfers Out	267,157	-	0.0%	
GENERAL FUND TOTALS	\$ 7,748,409	\$ 5,244,346	67.7%	
YTD BUDGET BENCHMARK			66.6667%	 -1.0%

**CITY OF ONTARIO
GENERAL FUND - DEPARTMENT EXPENSE
FOR THE PERIOD ENDED
FEBRUARY 28, 2019**

% Expended by Category



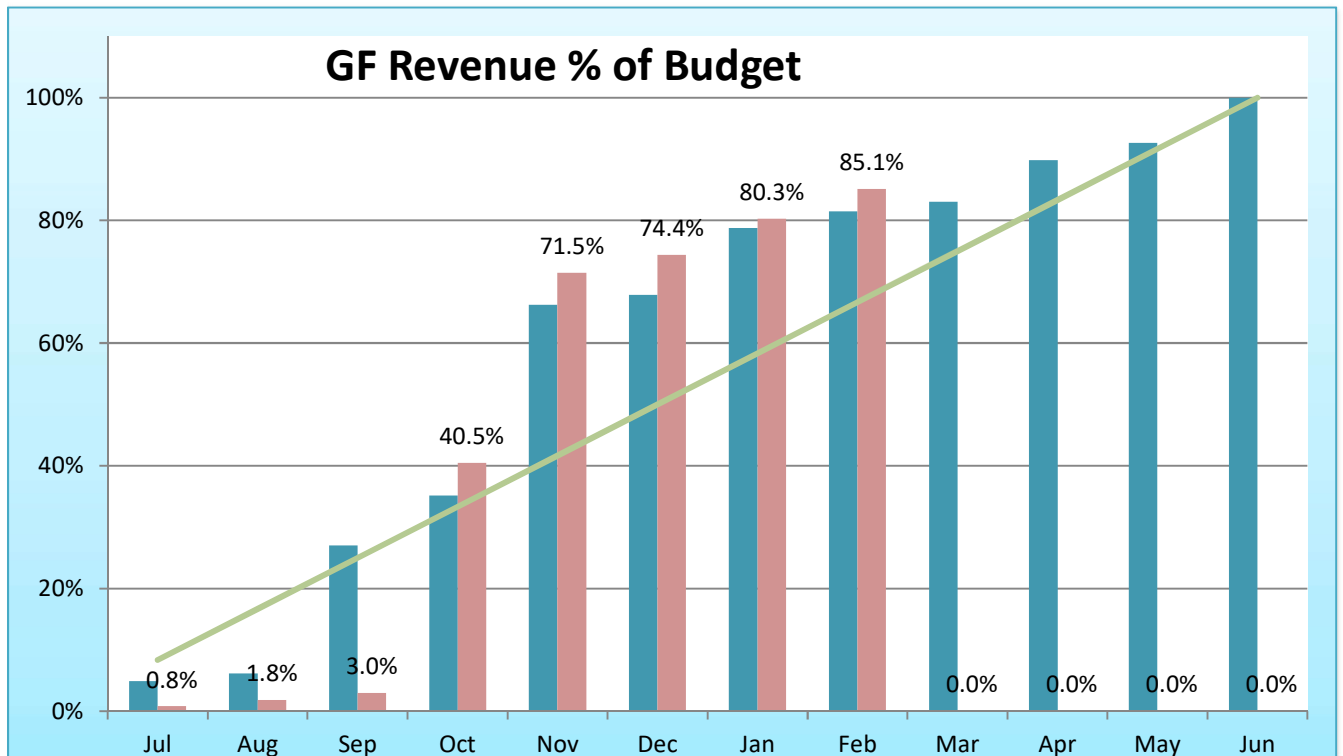
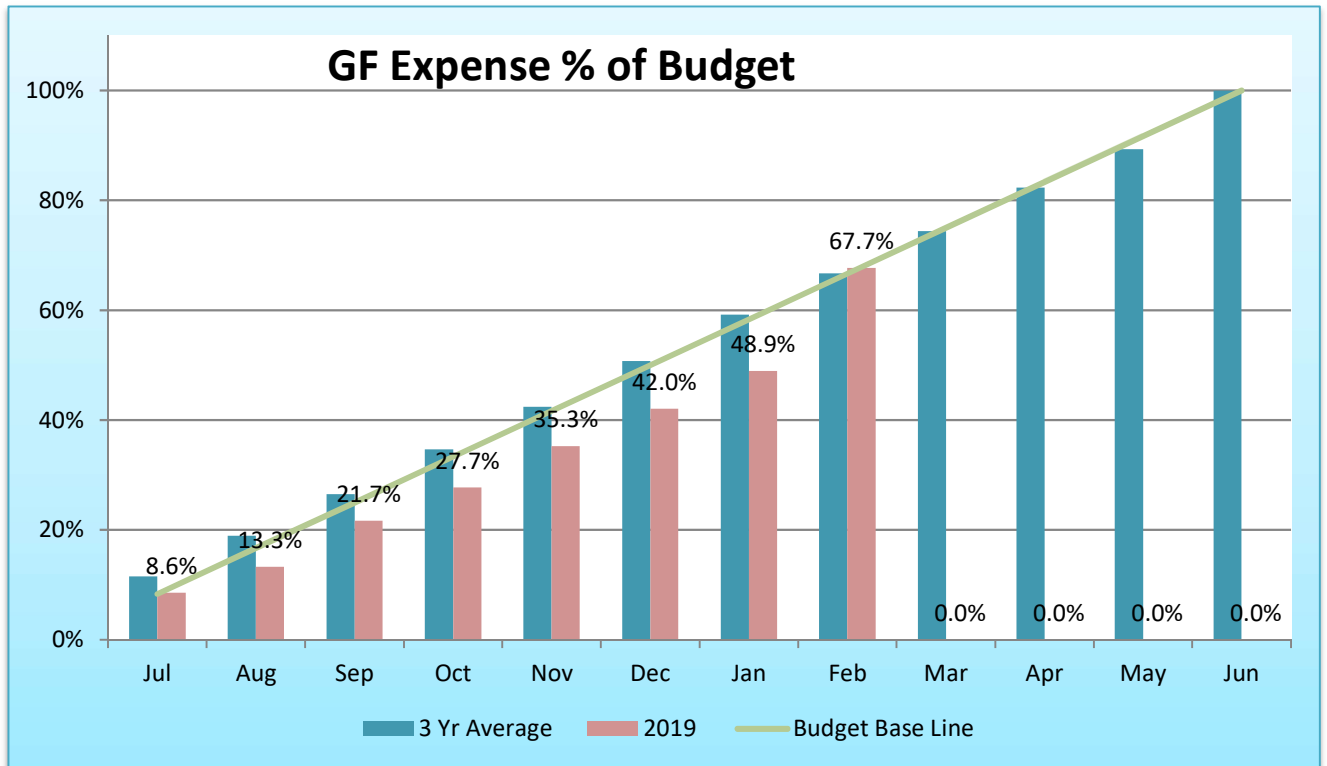
Budget to Actual by Category



**CITY OF ONTARIO
GENERAL FUND - DEPARTMENT REVENUE
FOR THE PERIOD ENDED
FEBRUARY 28, 2019**

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	31,927	61.5%	Will need supplemental budget
Recreation	16,873	27,840	165.0%	
Parks & Recreation	68,773	59,767	86.9%	
Fire	134,372	59,181	44.0%	Quarterly payments rural fire Civil penalties higher revenue
Code Enforcement	21,050	39,924	189.7%	
Police	420,510	233,117	55.4%	
Public Safety Total	575,932	332,222	57.7%	
Interest	35,000	44,215	126.3%	Interest rates keep raising Quarterly payments
State Revenue Sharing	124,887	33,554	26.9%	
PERS Allocation Transfer	146,480	146,480	100.0%	
Administrative Services	497,148	331,432	66.7%	Quarterly payments less spaces
Other General Revenues	12,655	4,530	35.8%	
Property Taxes	3,634,901	3,390,645	93.3%	
Alcohol Bvg License & Fee	188,355	103,495	54.9%	
Cigarette tax	14,362	7,188	50.0%	
Franchise Fees	1,648,374	798,520	48.4%	
Business Registration	1,700	2,150	126.5%	
Cemetery	51,750	11,665	22.5%	
General Government Total	6,355,612	4,873,875	76.7%	
P&Z Hearings	4,000	9,357	233.9%	
Application Fees	300	450	150.0%	
Community development	4,300	9,807	228.1%	
GENERAL FUND REVENUE TOTALS	\$ 7,004,617	\$ 5,275,671	75.3%	
YTD CURRENT YEAR PROFIT(LOSS)				\$ 31,325
YTD BUDGET BENCHMARK				66.7%  8.7%

**CITY OF ONTARIO
GENERAL FUND
FOR THE PERIOD ENDED
FEBRUARY 28, 2019**



**CITY OF ONTARIO
OTHER FUNDS - DEPARTMENT EXPENSES AND REVENUE
FOR THE PERIOD ENDED
FEBRUARY 28, 2019**

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	480,095	123.4%		388,976	39,079	10.0%
027 Building Fund	153,475	90,769	59.1%		192,475	279,335	145.1%
030 Capital Projects Fund	1,491,704	1,075,193	72.1%		3,875,536	3,756,637	96.9%
031 SDC Fund	340,221	-	0.0%		340,221	366,630	107.8%
035 Debt Service Fund	58,665	58,673	100.0%		81,380	66,174	81.3%
045 Street Fund	2,244,985	1,327,814	59.1%		2,244,985	1,426,536	63.5%
050 Trust Funds	636,825	200,812	31.5%		793,480	603,906	76.1%
055 Reserve Funds	678,284	51,672	7.6%		2,360,576	2,387,639	101.1%
060 Revolving Loan Fund	546,834	20,700	3.8%		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	2,262,325	71.7%		4,516,458	3,695,064	81.8%
110 Sewer Fund	3,107,885	2,038,036	65.6%		5,338,610	4,711,744	88.3%
115 Storm Sewer Fund	233,720	72,560	31.0%		615,981	576,422	93.6%
120 Airport Fund	122,976	82,147	66.8%		122,976	106,486	86.6%
125 Aquatic Fund	573,305	263,882	46.0%		573,305	216,060	37.7%
YTD BUDGET BENCHMARK			66.7%				



City of Ontario
Community
Development
Quarterly Report
2nd Quarter
FY 2018-19

Presentation by
Dan K. Cummings
April 4, 2019



Planning & Zoning Department Stats

2nd Quarter FY2018-19



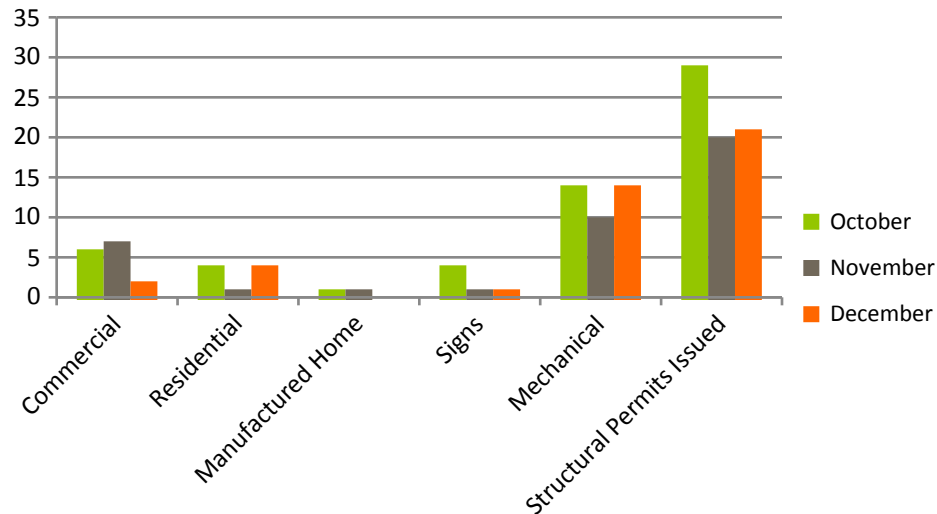
5 Land Use Actions

- 🔗 4 Annexations
- 🔗 1 Conditional Use Permit

\$2,305 Total Fees

Building Department Stats

2nd Quarter FY2018-19 Permits

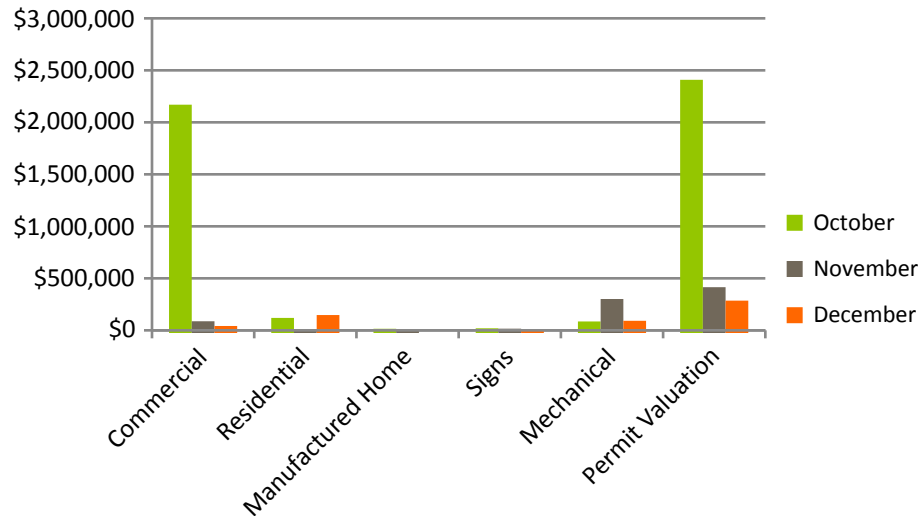


2018 Permits	October	November	December
Commercial	6	7	2
Residential	4	1	4
Manufactured Home	1	1	0
Signs	4	1	1
Mechanical	14	10	14
Structural Permits Issued	29	20	21

Building Department Stats

2nd Quarter FY2018-19

Building Values

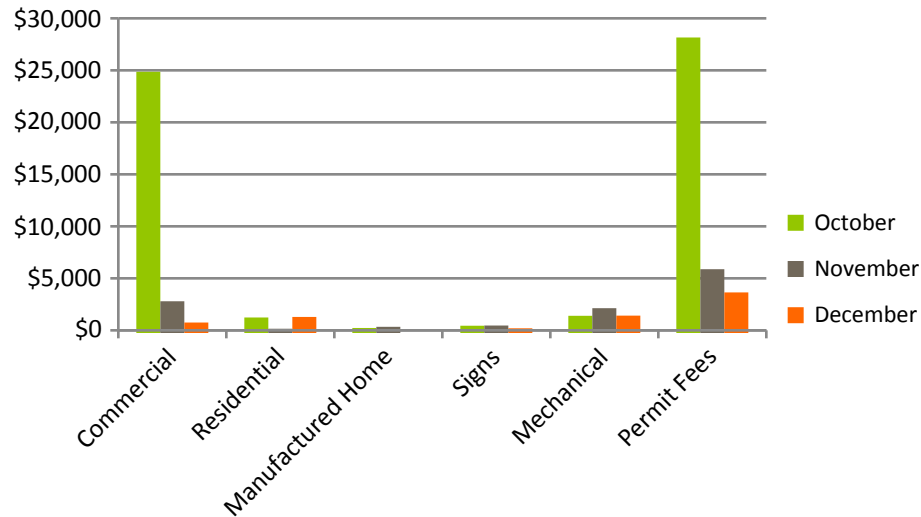


2018 Permit Valuations	October	November	December
Commercial	\$2,169,607	\$87,153	\$41,800
Residential	\$119,389	\$5,469	\$146,965
Manufactured Home	\$15,000	\$5,000	\$0
Signs	\$19,560	\$15,934	\$5,000
Mechanical	\$85,310	\$301,250	\$91,680
Permit Valuation	\$2,408,866	\$414,806	\$285,445

Building Department Stats

2nd Quarter FY2018-19

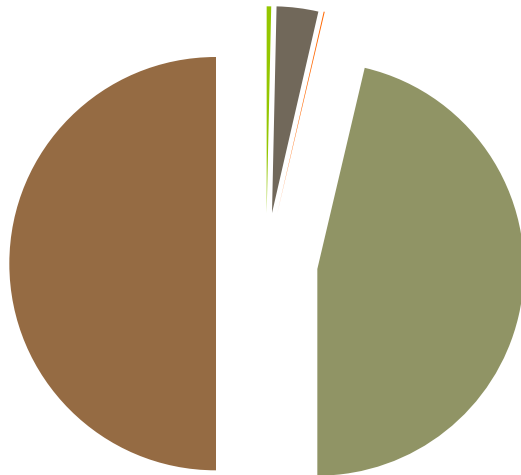
Permit Fees



2018 Fees Received	October	November	December
Commercial	\$24,858	\$2,795	\$750
Residential	\$1,235	\$153	\$1,287
Manufactured Home	\$226	\$338	\$0
Signs	\$442	\$462	\$195
Mechanical	\$1,397	\$2,129	\$1,414
Permit Fees	\$28,158	\$5,876	\$3,645

Com Dev 2nd Quarter Report

Revenue Breakdown of Building Permits 2nd Quarter FY2018-19



Fruitland Fees	\$267
State Fees	\$2,474
Misc Fees	\$60
Building Dept Revenue	\$35,235
Total Permit Fees	\$38,036

Com Dev 2nd Quarter Report

Economic Development Department Activity 2nd Quarter FY2018-19



Economic Activity

- 🔗 Project Glass **Completed and under operation - A Win**
- 🔗 Project Clean **Under Construction – A WIN!**
- 🔗 Project BuildOnt
- 🔗 Project PWGrid – **Project moving forward tentative lease**
- 🔗 Project Rite
- 🔗 Project SSHill – **Nearing Completion**
- 🔗 Project Westpark
- 🔗 Project OntAir
- 🔗 Project Indigo II
- 🔗 Project One-1
- 🔗 Project Splash – **In Final stage of construction**
- 🔗 Project H2MKRes
- 🔗 EPA Brownfield Grant Program
- 🔗 Malheur County Reload Facility and Industrial Park
- 🔗 Airport Commercial & Private Hanger Facility
- 🔗 Project Hardin
- 🔗 Project Affordable Sun
- 🔗 Project Hemp – **Under Operation – A WIN**
- 🔗 Project Vet
- 🔗 Project Incentive – **5 Todate**

Economic Development Department Activity 2nd Quarter FY2018-19



Com Dev 2nd Quarter Report

04/04/2019

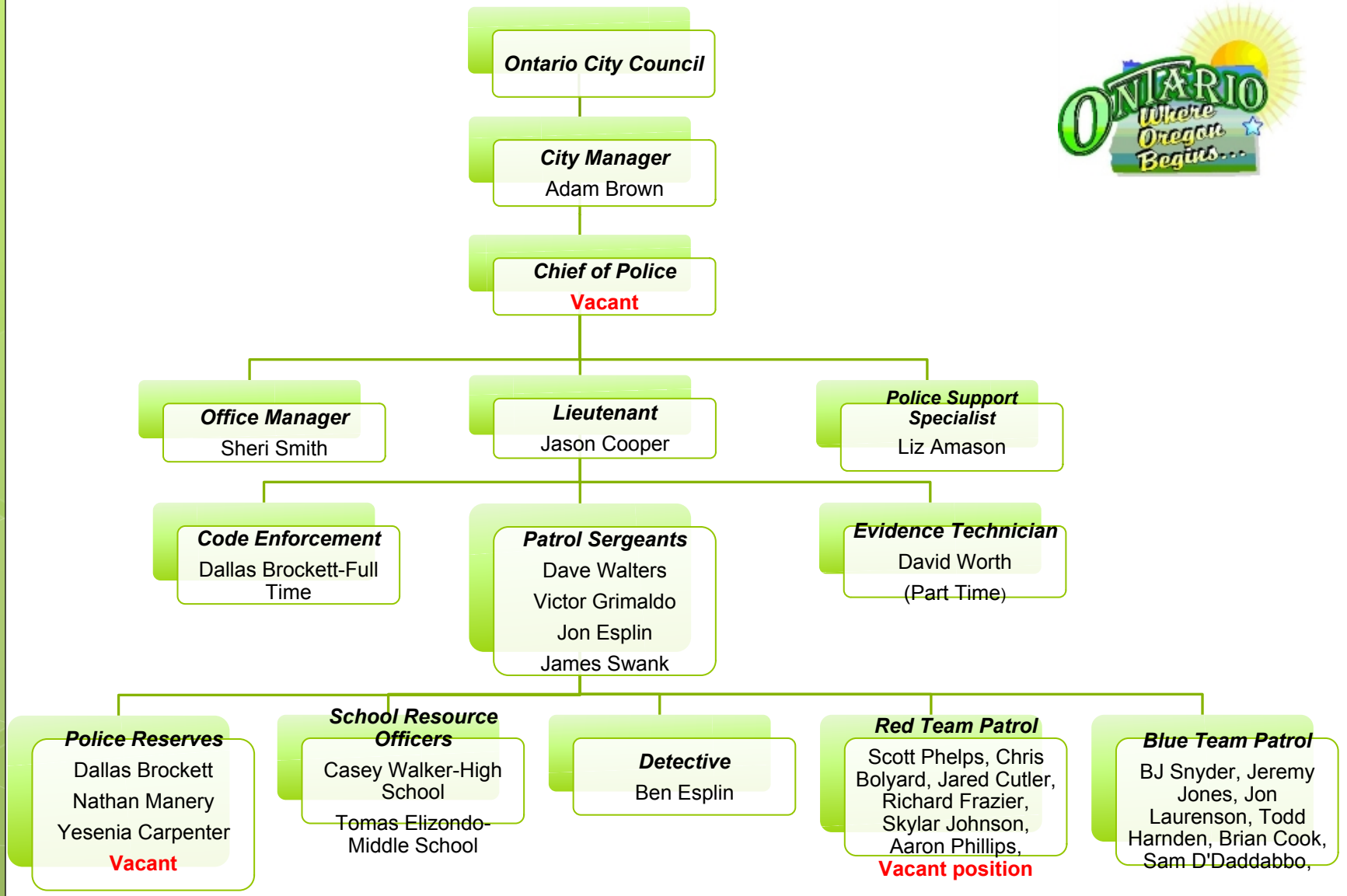
Police Department Quarterly Report 2019



Organizational Chart

2

04/04/2019



Administrative Staff



Jason Cooper
Lieutenant
24 years



Sheri Smith – Office
Manager/IT Supervisor
30 Years

Patrol Sergeants



Sgt. Dave Walters
28 years



Sgt. Victor Grimaldo
17 years



Sgt. Jon Esplin
21 years



Sgt. James Swank
10 years



Patrol [20+ Years of LE Service]



Ofc. Scott Phelps
22 years



Ofc. Chris Bolyard
25 years

Patrol (10-19 years)



Det. Ben Esplin
19 years



Ofc. Jeremy Jones
14 years



Ofc BJ Snyder
15 years



Ofc. Todd Harnden
12 years



Ofc Richard Frazier
11 years



Patrol (Less than 10 years)



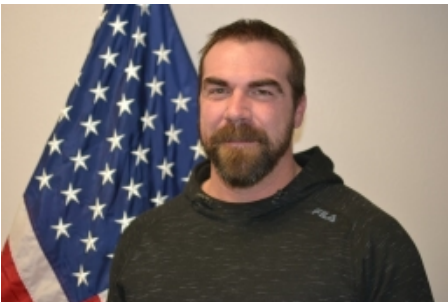
Ofc Jon Laurenson
8 years



Ofc Jared Cutler
5 years



Ofc. Skylar Johnson
3 years



Ofc. Brian Cook
6 years



Ofc Sam D'Addabbo
7 years



Ofc. Aaron Phillips
Rookie



Officer Tomas Elizondo
24 years



Officer Casey Walker
20 Years



School Resource Officers (SRO)





Liz Amason
22 Years

Records



Evidence Tech



David Worth
4 years

- Uniform
- Training
- Inventory

CRIME SCENE DO NOT CROSS
CRIME SCENE DO NOT CROSS

Introducing...

Officer Sam D'Addabbo

End of Dec Dec



Introducing... Aaron Phillips

Jan.



Personnel Impact



- ***Eight (8) New employees hired since 2016 (due to retirement, etc.)***
- ***Largest Impact since 1997***
- ***(Loss of ~ 180 years of Training & Experience)***

Service

[American Legion 2018 Police Officer of the Year]



Ofc BJ Snyder



Pride & Professionalism

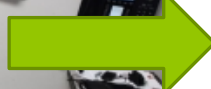
while maximizing available space



Detective Office



Sergeant's Office





Lieutenant's
Office

Training Room



Code Enforcement



Calls for Service Comparison



Jan-March 2018	2414
Jan-March 2019	2374
Increase/Decrease	- .98 %





Recent News



- ✓ Pursuit in Idaho ends with Officer involved shooting in Ontario
- ✓ Man arrested for coercion, unlawful use of weapon charges
- ✓ Man sentenced to nearly 5 years for stabbing
- ✓ Female arrested for Arson, Attempted Murder
- ✓ Man sentenced to 20 years for Rape of elderly woman.
- ✓ Traffic stop leads to Officer involved shooting
- ✓ Man arrested for Sex Abuse, Coercion and Assault of women
- ✓ Arrests made in three separate stolen vehicle cases.

Active Shooter Training



DPSST Regional

OPD, MCSO & NPD-Joint Operation

March 23rd, 2019

Training Facility Update



Community

[Osaka Sayama-Sister City Visitor Tour]





Everyone loves a Firefighter



Questions/Comments?





04/04/2019

Code Enforcement

Civil Penalty – Derelict
Structure Update

Civil Penalty Stats



First Civil Penalty Issued – February 12th, 2018

Total Number of Penalties Issued	28
Total Amount Invoiced	\$41,650
Voluntary Compliance after Civil Penalty Issued (fees waived due to compliance, per Hearing's Officer)	9
Liens	12 - \$19,200
Payment Received	3 - \$1,800
Hearing Requests	4
Hearings Attended	2

Derelict Structure Stats



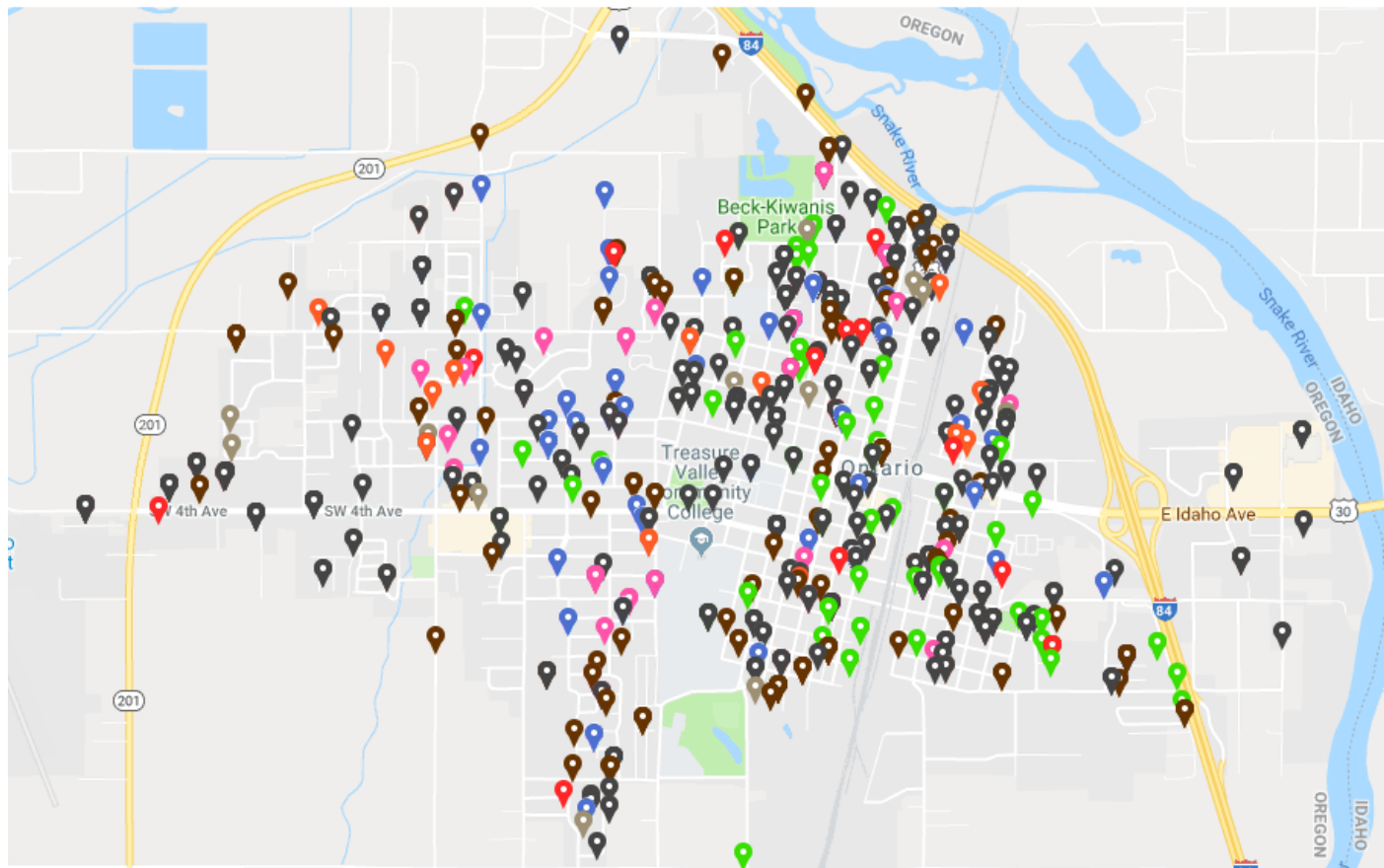
Buildings registered in 2018	8
Buildings complied	4
Pending	4

Code Enforcement Yearly Stats



Violation	#
Dogs running at large	279
Dogs a public nuisance (biting, chasing)	72
Weeds	73
Graffiti	86
Junk, Debris, Derelict Vehicles	93
Abandoned Vehicles	129

Violation Map 2018



Before/After



“Building the pipeline”



486 NW 2nd Ave - Before



486 NW 2nd Ave - Before



486 NW 2nd Ave - After



709 NW 5th St - Before



709 NW 5th St - Before



709 NW 5th St - After



744 River St - Before



744 River St - Before



744 River St - After



510 SE 4th St - Before



510 SE 4th St - Before



510 SE 4th St - Before



510 SE 4th St - After



510 SE 4th St - After



53 NE 5th Ave - Before



53 NE 5th Ave - before



53 NE 5th Ave - After



Going forward



- ✧ Continue to tackle major eye-sores in the city.
- ✧ Quality cases vs. Quantity
- ✧ “Spring Cleanup”
 - ✧ Educate – Provide ordinances and notices
 - ✧ Provide Blue Dumpsters in areas of the city

Questions/Comments?





March 2019 ACTIVITY REPORT



March 2019



Emergency Medical:

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

CITY	156
RURAL	15

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

Hazmat Team Calls:

0

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	16	2	1
RURAL	11	5	0

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

TOTAL CALLS FOR MONTH

CITY	172
RURAL	26

FIREFIGHTER TRAINING:

2/28/19 Personal Protection Equipment donning and care

3/5/19 Dealing with Volatile patients and mental illness

3/8, 9/19 Essentials weekend for Snake River firefighters @ TVCC

3/12/19 The culture of: Do the Right Thing in Medicine

3/12/19 The importance of Building Construction in the fire service



March 2019



PERMITS ISSUED:

City Open Burns 8

City Burn Barrels 1

Rural Open Burns 92

Rural Burn Barrels 16

INSPECTIONS:

3/1/19 Heinz Emergency access routes

3/19/19 Heinz Fire sprinkler line Fiber storage building.

3/20/19 Marshall's Final

3/20/19 Malheur Credit Union 2 locations for Knox Boxes.

COMMUNITY INVOLVEMENT:

3/2/19 Firefighters benefit dinner/ dance.

3/9/19 Community in Action Spring Fair Public education

3/15/19 Senior project ride along for student.

3/20/19 Sister City visitors are firefighters for the day.

3/23/19 Kids birthday party at the fire station.





March 2019



Summary of Calls of Interest:

City Incidents:

265 N. Oregon R 1 was dispatched to 265 N Oregon St. for a report of an electrical fire. Enroute dispatch updated info that smoke is coming from the roof, and officers are arriving on scene. The occupants stated that they heard a "pop" and the lights in the bedroom went out. Then about 10-15 minutes later the neighbors heard a loud arcing noise and their lights went out. The occupant heard the same thing then they started smelling smoke and went outside and saw the smoke coming out of the gable. Rescue arrived to find light smoke coming from the gable vent on the Alpha side. Montgomery went inside the upstairs apartment which was clear and no smoke. We were able to look in an attic access and saw a small fire. We called for a general alarm and started to gain access by cutting a bigger hole in the ceiling near the fire. A water extinguisher was used to knock down the small fire that was burning in the insulation. Access was made through the Alpha side gable vent and about 5 gallons of water from Rescue 1 was used to fully wet down the smoldering area. The insulation was removed and all units cleared.

Mutual Aid S. Oregon St. Fruitland: E101 and a crew responded to fully involved mobile home fire. The home was destroyed and two mobile home exposures were damaged. The crew did fire attack and salvage and overhaul. Chief Leighton also responded and assisted Incident command with the scene and then assisted with the fire investigation.

100 block of NE 2nd ave, R-1 was dispatched to the 100 block of NE 2nd ave for a power pole on fire. Upon arrival. R-1 assumed command, R-1 found a high voltage four wire transmission line with 50k of voltage dangling from the tension on the existing wires. The power pole was actively burning and had burned all the way through the power pole. R-1 remained on scene and secured traffic control by controlling egress to the street. Upon the power company's arrival the representative stated he was going to by- pass the affected line and restore power to the surrounding areas. R-1 provided water supply for extinguishment. Once the fire was extinguished, command was transferred to Idaho Power.



March 2019



Rural Incidents:

1165 NW. 22nd ave. Ontario Fire Department was dispatched to a fully engulfed structure fire with entrapment at 23:16. Upon arrival 156 found a single story ordinary construction house. House was fully engulfed with large flames exiting the roof. Flames were exiting roof from behind front door to the A/B corner. Flames were exiting all windows. Power line to the residence was sparking and fell to the ground upon arrival. Upon arrival two adult male subjects stated they could hear someone inside screaming for help. Both male subjects stated they attempted to rescue trapped person with no success. Later on 156 quickly began defensive attack from exterior through the front door and windows. 100 on scene and assumed command at 23:26. Upon arrival 155 crew pulled 1.5" preconnect to provide larger amounts of water to better extinguish the large fire. 155 attacked fire from C and D sides. 155 supplied water to 156.. 159 crew pulled 1.5" preconnect to attack fire from A and B sides.. 157 crew assisted 159 and 155 with extinguishing fire. 125 rehab unit on scene for hydration and fill air bottles. 155 /157 crew working the delta side used the thermal image camera and did visual to the rooms on the Charley side to see if there were any victims and none were found and then the crew went interior and did a primary and secondary search and found no victims. 100 requested tender from Payette fire they supplied 1 tank of water. Ontario fire department had fire knocked down at 00:11 and under control at 00:45.



1076 NW. 34th St. R1 called for an outbuilding on fire. A neighbor called in the fire and states there are dogs in a kennel right next to the shed on fire. Upon arrival R1 found a 10'x20' chicken coop fully engulfed in flames. R1 met with the caller who stated he had successfully freed the dogs from the kennel. The chickens were all out of the coop which was nothing more than a tin roofed framed structure. With all animals accounted for, the remains of the coop were extinguished and overhauled. There was an extension cord found inside the kennel/ coop area as well as some fixture type pieces found in the charred wood. It was later confirmed the owner had a heater plugged in to keep the



March 2019

animals warm. Some possible malfunction or accidental tip over more than likely was the cause of the fire. After investigation and securing of the animals per request of the owner by telephone, R1, 100 were able to clear.

1775 SW 30th St. 156 was dispatched to 1775 SW 30th St for report of an active fire on the roof of Campbell Tractor. All personnel have evacuated the building. There are active flames with a possible gas leak. Arriving on scene of a 100x200 concrete building with flames showing above a roof heating system. approximate 3 foot flame lengths. 156 crew was met by a manager of the facility who stated that there is no smoke inside the building. He showed us where the main gas shut off was located and the gas was shut off. The flames self-extinguished. McLean made access to the roof and investigated as engine 155 arrived and laid an attack line for support, and laddered the D side for secondary egress. Tender 159 was cancelled enroute. McLean found that the plastic gas line had come loose from the heating unit. There was some scorching of the unit. The only damage was to a few electrical wires. The manager stated that all the units had been inspected 2 days prior. All units cleared the scene and the property was turned back over to the responsible parties.

725 Canyon 3 Rd. R1 paged for a shop fully involved on fire at 725 Canyon 3 Rd. On scene R1 found a small storage building completely consumed by fire and a larger shop app. 30x40 with heavy fire damage on the NW corner and heavy smoke coming out of the eaves. Fire personnel made access through a crawl space inside an attached lean to and found heavy smoke and no visibility, fire crews took a chainsaw and cut another access in the ceiling of the shop in the NW corner and sprayed water along the west facing gable end of the shop while other crews pulled a couple sections of the metal siding and cooled all hot spots, fire crews placed an electric smoke ejector fan in the attic and removed all smoke and checked for further fire extension, no further fire extension was found. The property owner stated he was burning some dead weeds when the fire spread to the smaller building and starting it on fire, then spreading to the larger building. All fire crews cleared the scene at 1940 hrs.





March 2019

3851 SE. 2nd St. Ontario fire was dispatched to the area of Onion Ave near the rail road tracks for a ditch bank fire that has gotten out of control and is threatening some structures. 156 was waved down by property owner Jerry Eggebeen who confirmed with 156 that the best access was SE 2nd St. 156 requested a Rural general alarm, due to the location of the fire, structures threatened and obvious delayed response time. 156 arrived on scene to find a fire in a ditch bank with heavy fuels moving slowly toward a cement structure. The flames were 3' high but moving towards some trees and heavy brush. Clint Benson decided to stage 156 of the south end of the ditch and use a plowed/ disked field as an anchor point. At this point, the fire reached the taller fuels and a light wind fueled the fire and ignited the fuels at a more rapid pace than expected. 156 deployed two booster reels and attempted to make a stop or slow the fire progress from reaching the threatened structure. 157 was given the assignment to protect the threatened structures and use a 10' wide dirt road as a fire break, they also were instructed to secure the North East flank and secure the fire from spreading north. 157 deployed 2 booster reels and extended the line with 330' of forestry hose. Lt. Grimaldo and FF Waddell assumed suppression activities. 155 was assigned to water supply and designated to stage at the end of the asphalt on SE 2nd St. approximately 1/4 mile north of the fire ground. They're man power was assigned to tie in with suppression crews and continue fire attack. Fire was controlled and loss stopped was declared at 16:43, mop up activities would commence at this time. Upon senior officer 100's arrival on scene at 16:48, he assumed command and maintained command for the duration of the incident. The fire was controlled with approximately 1800 gallons of water and a wet line was placed on the unburned brush near the structures that were threatened prior to terminating command and returning the property to the homeowner. All units cleared the scene at 18:12 and all units were back in service at 19:20 pm.

3470 NW. 7th ave. Dispatched to a report of a truck that is on fire. Flames coming out of the truck. On scene 156 arrived to find a fully involved pickup on fire. 156 used a booster line to quickly extinguish the flames. The fire had consumed the entire components of the cab, and consumed the fiberglass hood of the pickup, and all of the components in the engine compartment. The owner stated that he had driven the pickup 2 hours before. He stated that he did not hear anything and he went outside to get something and saw the flames and called 911. He said that the pickup was running fine. He has no idea why it would have caught fire.

I-84 and west bound rest area 156 was called to scene of vehicle stuck under a semi with a tank trailer with hazardous materials. On scene product was identified by driver as Sulfuric Acid. Driver stated he did not think there was any release of product. Car was stuck under tank in front of trailer tires. Tank design was so that valves were at the rear and top of tank. After confirming there was no product leaking contact was made with driver of car. She stated she was not in any pain and could move. Pt moved to back seat and then out of rear window. Pt was assisted back to ambulance. Pt care done by TVP. Wrecker was able to remove car from underneath tanker without causing any more damage. 156 cleared scene after tanker was able to drive away.



JACOBS

Feb. 23 – Mar. 21

2019 Report



March
2019

Prepared by JACOBS for
CITY OF ONTARIO/PUBLIC WORKS DEPARTMENT

Monthly Business Review

PUBLIC WORKS DEPARTMENT

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FIELD SERVICES: STREETS & COLLECTION/DISTRIBUTION SUMMARY

ACTIVITIES FEBRUARY 23 – MARCH 21:

- Trees on E. Idaho Ave. were cut down and we started removing the ground cover in preparation for new irrigation system, weed barrier, rock, and new tree wells. 21 trees were removed.
- Started Spring round of street sweeping of the entire city. Approximately 40% complete.
- Removed all winter snow and ice equipment from trucks.
- Crews responded to surcharged catch basins though out the community during heavy precipitation. Areas on SW part of town flooded due to storm system being full and surcharged.
- Pot hole repair on multiple locations throughout the city.
- Sewer cleaning continues throughout the City.
- 10 staff members completed the OSHA Excavation Competent Person Training.
- Picked up garbage on E. Idaho Ave.
- Water maintenance – leaking setters, broken angle stops, and broken boxes were repaired through-out town.
- 28 water services were turned on per customer request.
- 12 water services were shut off per customer request.
- 27 water services were read-only on/off per customer request.
- 4 water services were checked for leaks per customer request.
- 3 water services were checked to verify leaks had been repaired by customer.
- 6 water meters were shut off for repairs per customer request.
- 12 water meters were changed out for non-functioning.
- 36 water services were shut off for non-payment.



Crew removing ground cover on for E. Idaho Tree Project.

FIELD SERVICES: STREETS & COLLECTION/DISTRIBUTION SUMMARY

ACTIVITIES FEBRUARY 23 – MARCH 21:

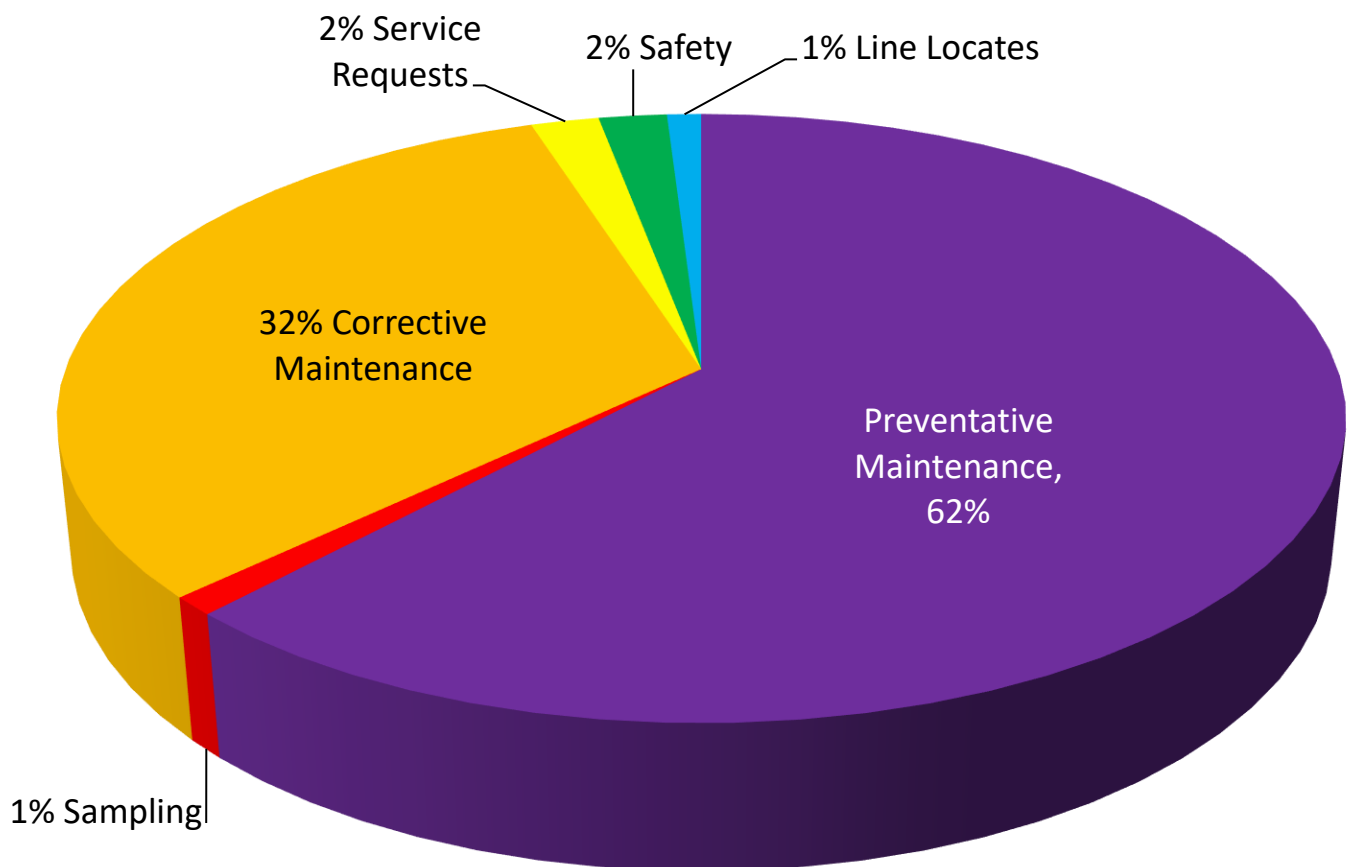
- 24 water services were turned on for payment received.
- 13 water services were checked to verify still off for non-payment.
- 6 water services were checked for zero consumption.
- 45 utility locates were completed.



Staff completing Excavation Competent Person Training.

FIELD SERVICES: STREETS & COLLECTION/DISTRIBUTION SUMMARY

**Work Orders
February 23 – March 21
Actual Hours by Work Order Type**



WATER TREATMENT PLANT SUMMARY

ACTIVITIES FEBRUARY 23 – MARCH 21:

- The plant is operating well with no issues, inventory amounts at target levels.
- Removed and installed new baffle walls in the West #1 clarifier of the old plant.
- Began maintenance of Westech filter #1.
- 1 staff member increased his Water Treatment license to a T-3.
- Crews painted the interior walls of the Water Treatment Plant.
- Installed new floor in the entryway of the Water Treatment Plant.
- Crews began taking the fourth Unregulated Contaminate Monitoring Rule (UCMR4) samples.

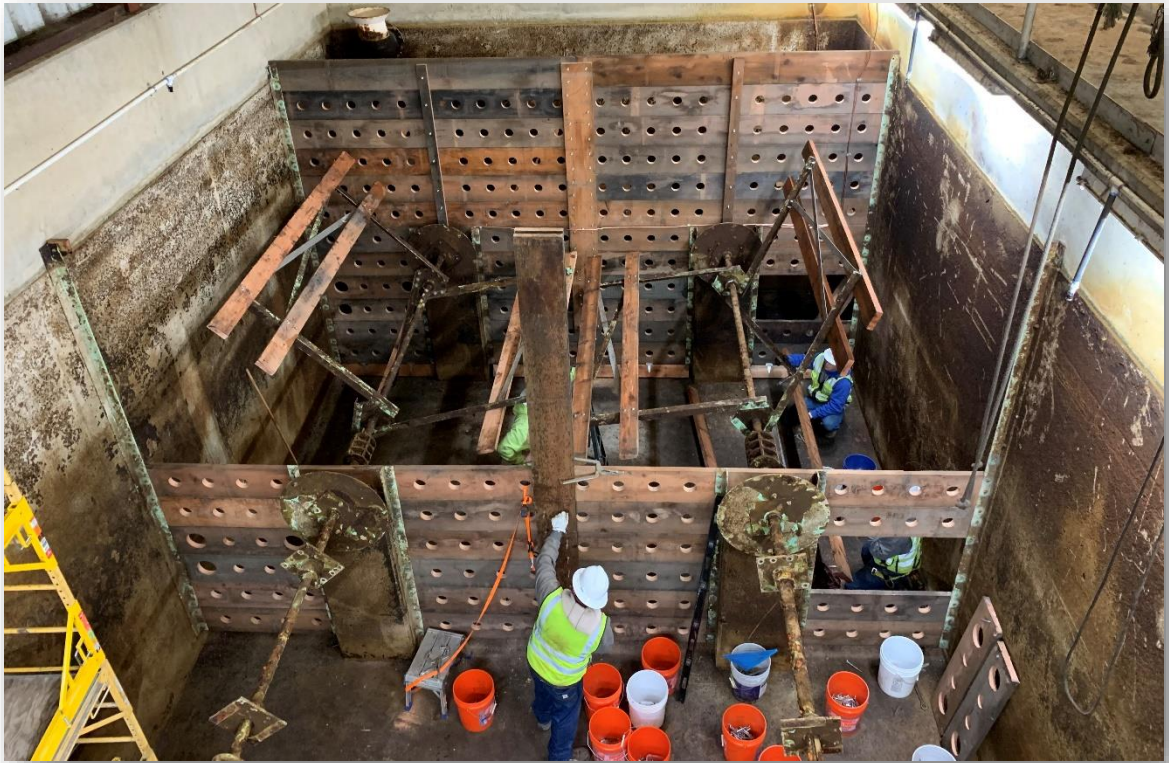


**Both: WTP staff
performing
maintenance on
Westech Filter #1.**



WATER TREATMENT PLANT SUMMARY

ACTIVITIES FEBRUARY 23 – MARCH 21:



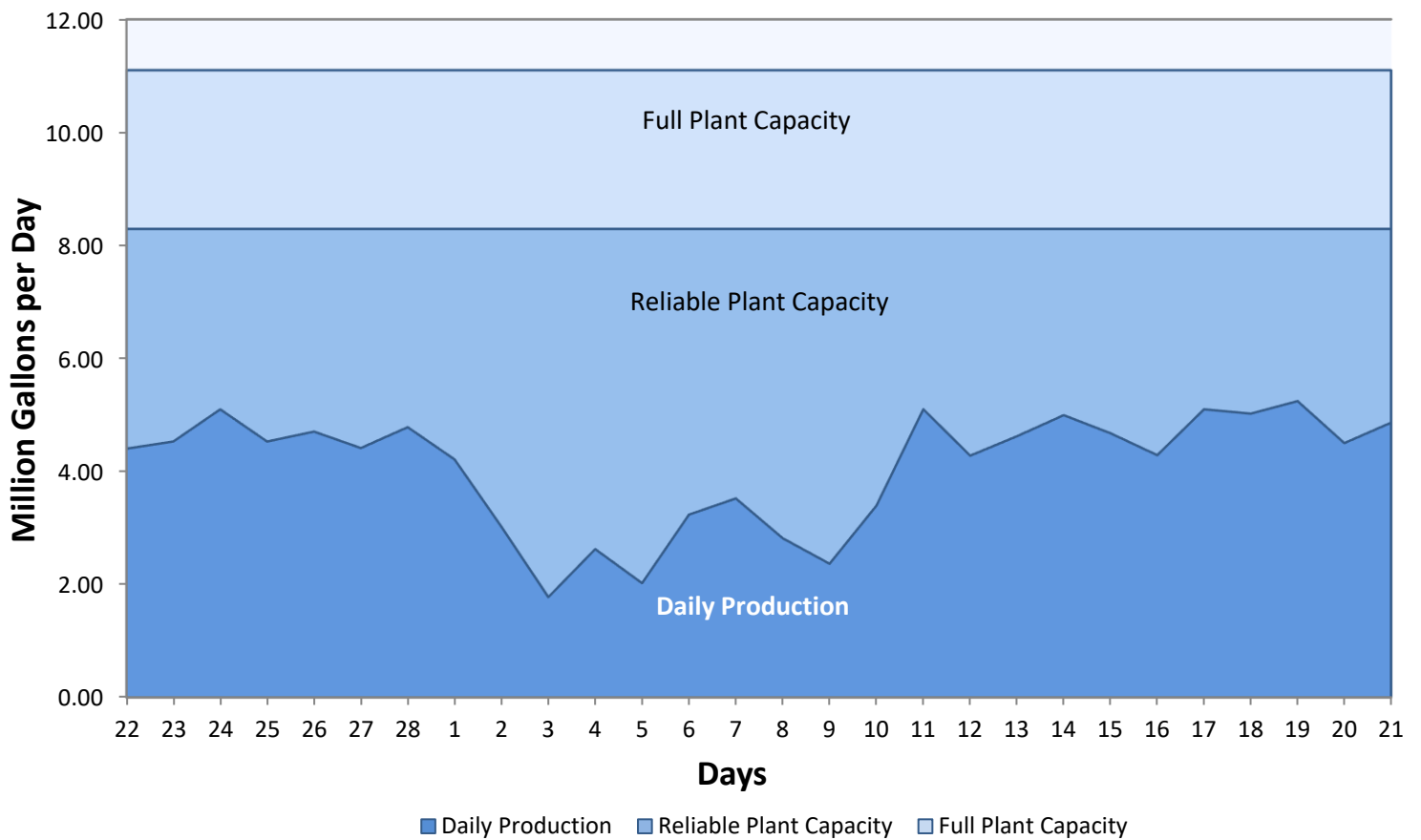
**Both: Jacobs crew
completing second
series of new
baffle walls at
Water Treatment
Plant.**



WATER TREATMENT PLANT SUMMARY

ACTIVITIES FEBRUARY 23 – MARCH 21:

Demand vs. Availability



WASTEWATER TREATMENT PLANT SUMMARY

ACTIVITIES FEBRUARY 23 – MARCH 21:

- 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.
- Began the replacement of the flow meter.
- Cleaned the west chlorine contact chamber.
- Crews began weed control around the Wastewater Treatment Plant.
- Prepping Skyline for the 2019 irrigation season.

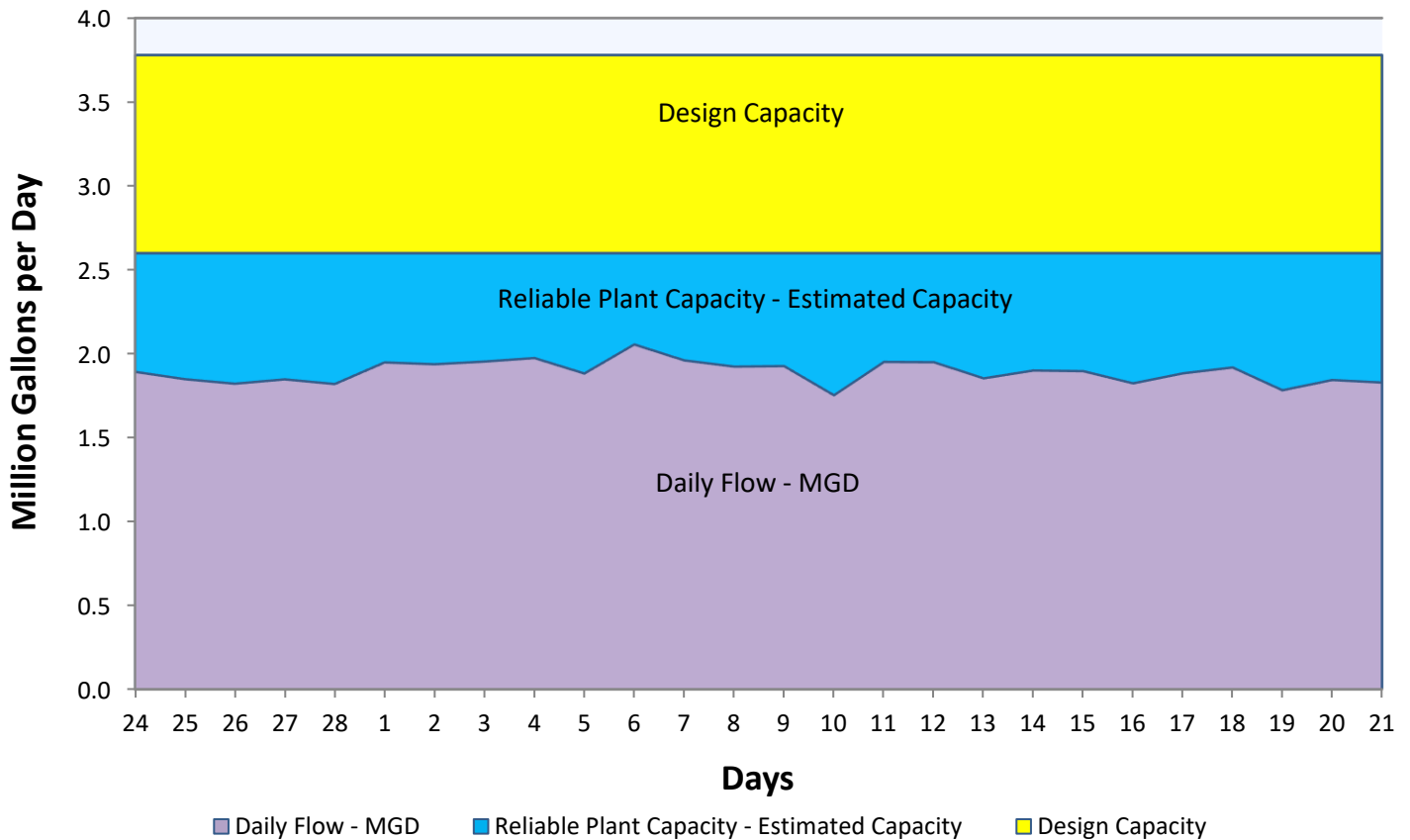


Staff cleaning contact chamber at WWTP.

WASTEWATER TREATMENT PLANT FLOWS

ACTIVITIES FEBRUARY 23 – MARCH 21:

Wastewater Treatment Flows



PARKS AND CEMETERY SUMMARY

ACTIVITIES FEBRUARY 23 – MARCH 21:

- There were 2 burials at Evergreen Cemetery and 0 at Sunset Cemetery.
- Sprayed pre-emergent at parks and cemeteries.
- Put snow removal equipment and prepped mowers.
- Normal activities for this time of the year.
- Tree trimming continues in parks and cemeteries.
- Put up signs at cemeteries that notify people when we will begin clean up of the cemetery.



Sign posted at Cemeteries notifying of Spring Clean-Up.

FACILITIES SUMMARY

ACTIVITIES FEBRUARY 23 – MARCH 21:

- Received more bids to put new carpet in 3 of the Ontario Police Department offices and in the front lobby at City Hall.

ENGINEERING SUMMARY

ACTIVITIES FEBRUARY 23 – MARCH 21:

- Issued 6 Right-of-Way permits.
- Issued 6 new addresses to new businesses.
- Issued 1 new address to new residence.
- Attended 1 PDAC meetings to discuss new specialty retail businesses.
- Attended 1 PDAC meeting to discuss the addition of a new subdivision development.
- Attended 1 PDAC meeting to discuss a new housing development.
- Numerous Splash Pad sight inspections.
- Attended a TSP selection kick off meeting.
- Attended the TSP consultant selection meeting.
- Attended the Transportation System Plan scope of work review meeting.
- Awarded the winning bid for the City Golf Course bathroom remodel to Holcomb Construction.
- Inspected a sidewalk and approach.
- Golf Course ADA Improvements – Prepared Staff Report for presentation at Council Meeting for funding of Golf Course ADA Improvements. Worked with staff regarding demolition activities. Prepared PO for Contractor after award at Council March 19.
- S. Oregon Design – Prepared PO for CK3 and began working with them on bulbout concepts. Working with Peter Hall and Revitalize Ontario! regarding communication to business owners.
- National Pollutant Discharge Elimination System (NPDES) – Working with Paul Woods on Variance. Received information from DEQ that permit was out for Public Review.
- SRCI – Engaged Jacobs staff to develop alternative rate structures for contract. Began review of surcharge process and evaluation of TSS and BOD values. Also working on cost estimate for modification of siphon system to replace Lower Lift Station.
- Splash Pad – Conducted walkthrough at Restroom – looks really good. Coordinated between Anderson Poolworks and Warrington. Prepared PO for Phase 2 construction after approval by Council March 19. Splash Pad successfully poured and part of the deck. Engaged electrical and mechanical support for those efforts.
- Lions Shelter – Began preparing for concrete pad bid.
- Water Master Plan – Collected second set of information and shared with Anderson Perry. Awaiting 2nd meeting with them.
- 2018 Water and Sewer Construction Project – Alley paving complete. Finalized PO Amendment and approved final pay ap.
- Treasure Valley Community College Connector Path – Design well underway. Conducted additional walk through and honed in some design elements with Adam.

ENGINEERING SUMMARY

ACTIVITIES FEBRUARY 23 – MARCH 21:

- Baffle Wall – City Engineer and designer reviewed project and continue to work with Water Superintendent as he gets used to new system.
- Water Rights – Finalized Water Rights Extension application, got PO for State fee, and mailed.
- WTP Slough – Working with Dept. of State Lands on Wetland Determination application to conduct bank stabilization work.
- WTP Solids – Finally completed LUCS and all other testing and requirements from DEQ and had them deny the request. Going back to plan to truck soils to Clay Peak.
- SE 2nd Street – Worked closely with Anderson Perry Archaeological and HazMat team to review site (backhoe support and office space).



Both: Contractors pouring Splash Pad concrete.



ENGINEERING SUMMARY

ACTIVITIES FEBRUARY 23 – MARCH 21:



Both: Contractors finishing Splash Pad concrete.



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

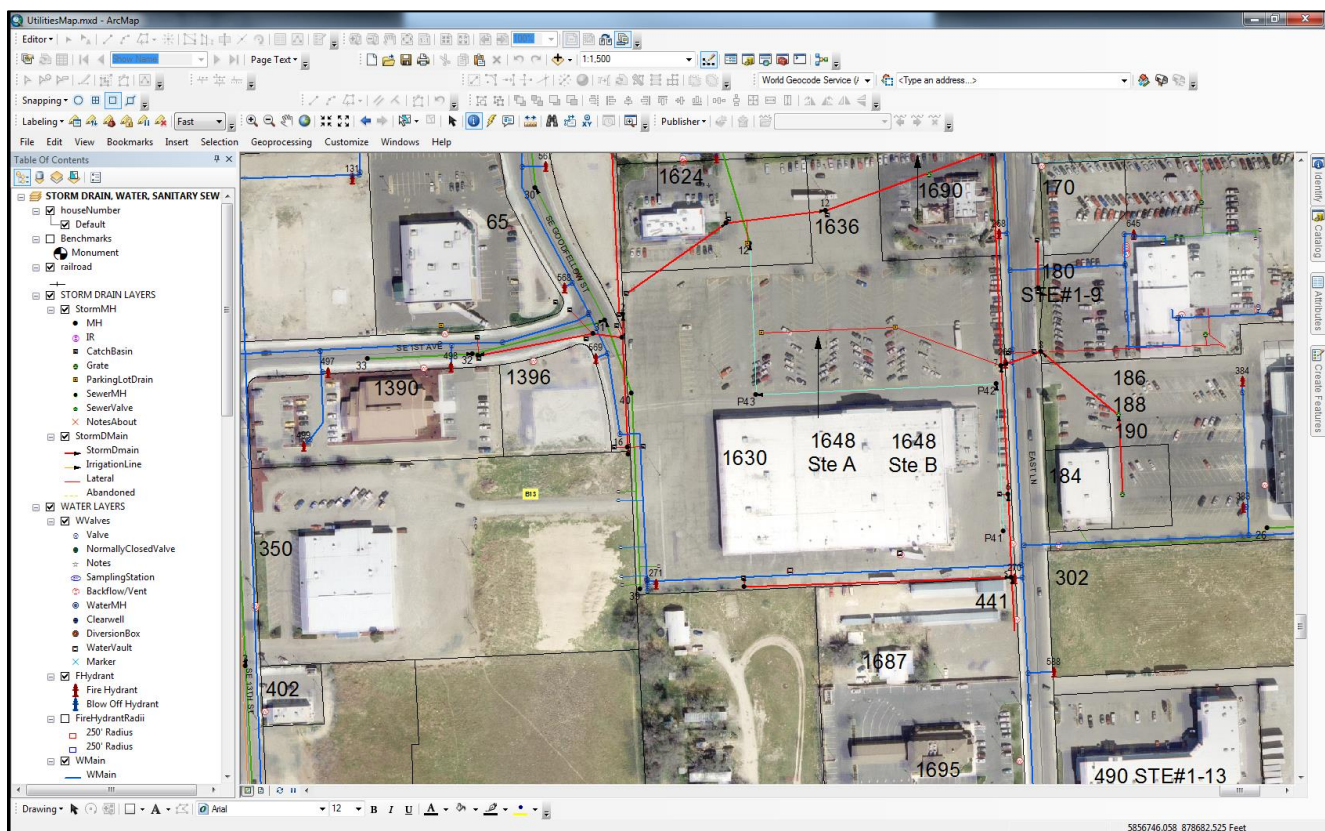
PARKS DEPARTMENT

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.





City of Ontario
POLICE DEPARTMENT
Office of the Chief
 444 SW 4th Street
 Ontario, OR 97914

To: Ontario City Council
 Re: Department Statistics for February 2019

Activity	Month of February	Previous Month	Year to Date	Prior Year to Date
Calls for Service	745	791	1536	1555
Traffic Stops	144	79	223	414
Cited Traffic/Parking	62	46	108	246
Motor Vehicle Crashes	35	43	78	68
Arrests	109	76	185	139
Arrests w/ Use of Force	2	2	4	2
Citizen Complaints	0	0	0	0
SRO Cases	28	43	71	67
Gang Related Cases	4	1	5	24
Gang Designations	0	0	0	0
Graffiti	4	0	4	26
Death Investigations	0	0	0	2
Burglary	22	12	34	13
Robbery	1	2	3	3
Thefts	58	33	91	46
Assault	11	12	23	15
Homicide	0	2	2	0
Sex Crimes	1	2	3	5
Alarms	16	23	39	42

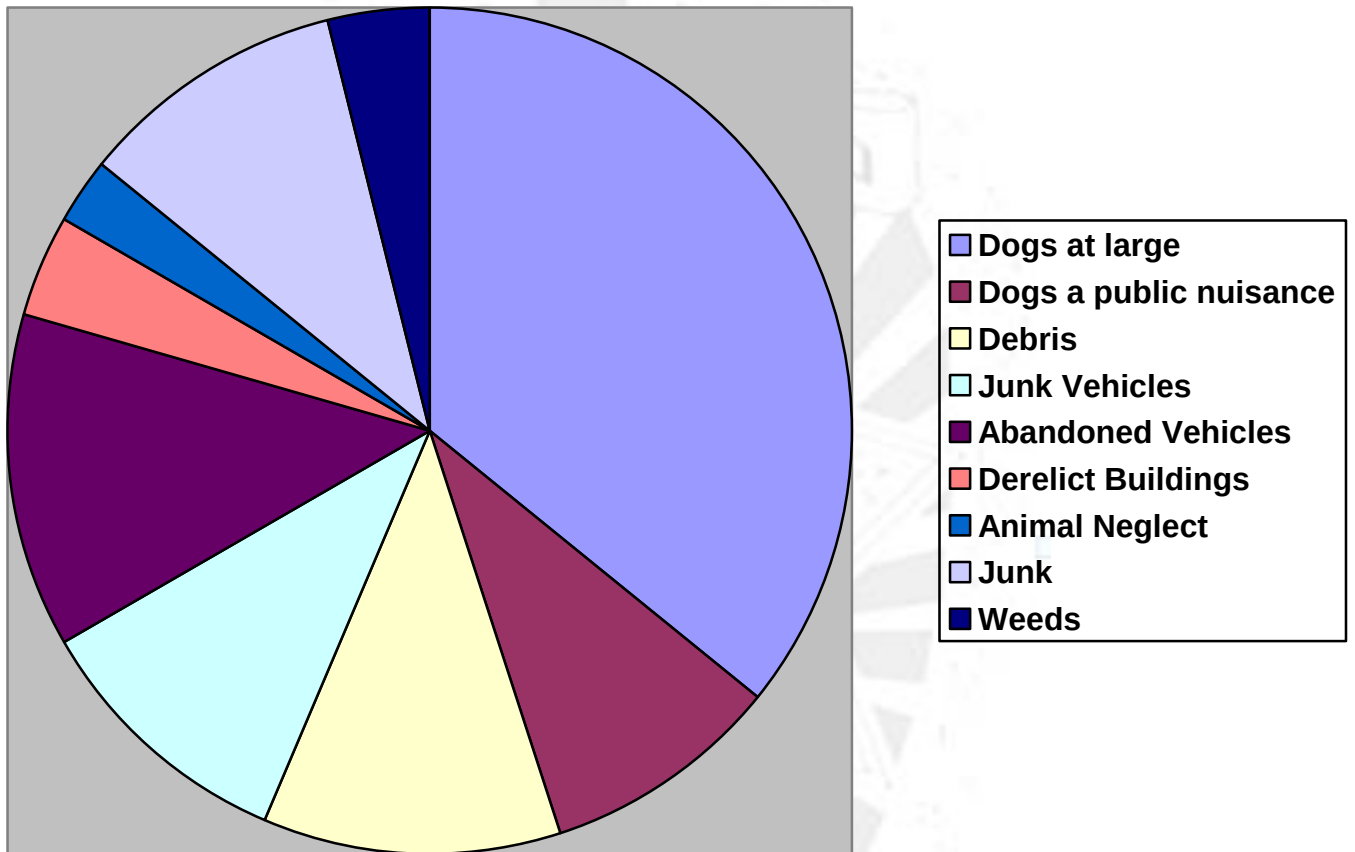


ONTARIO POLICE DEPARTMENT

444 SW 4TH STREET, ONTARIO, OR 97914

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

Code Enforcement Stats February 2019



Total Cases	82
Debris (Garbage, junk, scrap, debris)	9
Dogs running at large	28
Dogs taken to Ani-Care	6
Junk Vehicles	8
Junk	15
Weeds	3
Derelict Buildings Registered	3



BOARD OF DIRECTORS

Meeting Agenda

April 3, 2019 – 7 am Wednesday
Waffleberry's, 1255 State St., Weiser, ID

1. Call meeting to order Chair Patrick Nauman
2. Special introduction of Idaho Dept. of Commerce Director Tom Kealey
3. Introduction of attendees
4. Business Update – Weiser Memorial, Steven Hale
5. Approval of March minutes
6. Financial update - Sandy Hemenway, Treasurer
7. City and Community Highlights
Fruitland, Payette, Ontario, Nyssa, Weiser, New Plymouth, Vale
8. County Highlights
Payette County, Washington County, & Malheur County
9. Executive Director Report
 - i. Projects & activities
10. Round Table Discussion
11. Adjourn

Calendar of EVENTS

2019

April 3	SREDA Monthly meeting – Waffle Berries, Weiser
May 7	**TUESDAY - SREDA Monthly meeting – Lifeways, Ontario
June 4	**Tuesday - SREDA Monthly meeting – DL Evans Bank, Fruitland
July 2	TBA
August 6	TBA
September 3	TBA
October 2	SREDA Monthly meeting – Agile Homes, Fruitland
October 15-16	Southwest Idaho Manufacture's Alliance “2019 Made Here”

All SREDA monthly meetings are open to the public



**SREDA Board Meeting
March 13, 2019 7 am
Ontario City Hall**

Board Members & Membership Board – Patrick Nauman, Adam Brown, Andy Oyervides, Rick Watkins, Cathy Yasuda, Rick LaHuis, Larry Hogg, Sandy Hemenway, Ken Bishop, Dan Greig, Dan Cummings, John Breidenbach, Bob Komoto, Alicia Cavazos, Angie Goodwin, Jenn Huff, Jesse Sandoval, Matt Frye, Ron Amarel, Liz Amazon, Rob Frye, Georgia Hanigan, Mike Hanigan, Lisa Collini, and Karie Boone

Staff: Kit Kamo, Executive Director for SREDA

1. Call the Meeting to Order: Chairman Patrick Nauman called the meeting to order at 7:02 a.m. Patrick welcomed everyone to the Wednesday meeting.
2. Introductions of Attendees: Chairman Nauman asked everyone present to introduce themselves and the business or entity they were representing.
3. Approval of February 5, 2019 Board Minutes: Chairman Nauman then asked if anyone had any questions or corrections to the February 5th minutes as emailed out. Hearing none, Chairman Nauman asked for a motion to approve the minutes. Larry Hogg made a motion to approve the minutes as presented, seconded by Dan Gregg. The motion passed unanimously.
4. Financial Update: Treasurer Sandy Hemenway presented the financial information. She went over in detail the financial snap shot for the month of February discussing balances at the end of the month in both the checking and money market accounts, and then totals for month end. She then reviewed the income and expenses for the month with the group. Renewing members annually were: Idaho Power, Saint Alphonsus, and Nichols Accounting. Monthly renewal were: Argus and Red Apple. The final ½ of the State of Idaho grant for the Rural Professional Program was also received. Chairman Nauman then asked if anyone had any questions on the financial report. Hearing none, Ken Bishop made a motion to approve the treasurer's report as printed and presented, seconded by Dan Gregg. The motion passed unanimously.
5. Kit said SREDA needed a secretary position filled permanently and Chairman Nauman opened the floor to nominations. Dan Gregg and Bob Komoto nominated each other. Kit suggested that it could be a co-secretary position so that the responsibility could be shared. Commissioner Georgia Hanigan moved to close the nomination and have co-secretaries. Ken Bishop seconded the motion. The motion passed unanimously. Co-secretary Bob states: "Dan agreed to take on the bulk of the responsibility. Thanks Dan."
6. City/Community Highlights:
Fruitland: City Administrator Rick Watkins reported that 3 new home building permits were issued. The sewage lift station will be completed by July. It will serve as many as 739 new homes. The cost of \$350,000 and will be funded with general funds. 130 new home lots approved. Squire Coca Cola is doing a large expansion and Rodriguez Bakery will be relocating to Fruitland from Nyssa.
Ken Bishop announced that Apple Jam will be April 27th, Spreadwood will be providing food and the Chamber will be having their auction.



Payette: City No update

Ontario: Ontario City Manager Adam Brown said the Splash Pad is scheduled to open Memorial Day. The collapsed shelter at Lions Park will be replaced with a pergola cover by October. There are many state bills pending that can impact our area's economy. Among them is the Carbon Tax HB 2020. Many Eastern Oregon residents have testified and we are hoping for some economic relief. A bill to eliminate single family zoning for towns of 10,000 residents or greater could also affect Ontario. The City has a Transportation Growth Plan that will focus on bike and pedestrian paths. The East Idaho tree planting project is continuing with the plan to plant 10 new trees every year. Two new single family building permits have been issued.

Dan Cummings: Marshall's department store will open April 6. They have received 300 applicants for approximately 100 new positions. In addition, there are plans to expand that mall by 10,000 sq. ft. for another potential new store. The expansion would be on the east side of the complex. According to Dan, this would be a store that the women will love and the men will probably not. There will be a big development at West Park Plaza Mall as they have been meeting with the city to obtain permits to remodel. Marijuana building permits were issued for 4 remodels and 6 new buildings within the legal designated areas.

Nyssa: no report given

Weiser: Weiser City Councilman Larry Hogg reported that the city received a \$879,000 grant to put in a new street and sidewalks near the Middle School over to Riddleys. They have received bids to resurface the city pool. The City is working with the school to resurface the tennis courts. They recently finished improvements to the soccer complex. Weiser Memorial Hospital has made upgrades.

Jennifer Huff announced that The Onion Skin Players is in the last week of their latest melodrama. Weiser High School will be putting on Cinderella. The Weiser Chamber Auction and Crab Feed will be April 6. Weiser Youth Symphony will be April 2nd. Lazy Bear Ranch will have a benefit with their Regatta June 15th.

New Plymouth: No **report** given

Nyssa: No report given

Vale: No report given

7. County Highlights:

- a. Payette County: Commissioner Hanigan reported that they have been watching the Medicare issue at the state.
- b. Washington County: Commissioner Lisa Collini said that since this was her first meeting, she would give a report next time. Welcome to SREDA!
- c. Malheur County: No report given



8. Executive Director Report:

Trade Show update:

Thanks to an Idaho Power Marketing grant, we were able to showcase our region at The Pacific NW Sportsmen Show in Portland! We also partnered with Rural Canyon and Gem County, Lemhi County, and Elmore County. The show was a 5 day show, Wednesday through Sunday, and we were thankful that there were folks that could help work the booth. Lois and Jim Huffman, from our Visitor Center, helped out the first 2 days. Our booth was located across from the Idaho Fish & Game Booth and we handed out 5 boxes of Idaho Visitor Guides, all of our Weiser flyers, our Ontario visitor guides, all of our rural Malheur county guides, and most of our state maps. Interest was strong for visiting our region and a few folks were interested in the business climate. We also met with a couple of businesses exhibiting that are looking at moving or expanding out of Western Oregon/Washington. During this event, I met with the OEDA Executive Director and walked the floor with her. We found 2 companies that were interested in partnering with Team Oregon at the Natural Products show in 2020. One of the companies is from Bend and they do a fresh fruit flavored Vodka and the other one was the 'black garlic' company from The Dalles.

I just returned from Anaheim with Team Oregon where we attended the Natural Products Expo West (NPEW) Show. We had a 20' booth there with 6 younger Oregon companies showcasing their new products. In addition to the show, we hired a consultant that put together 10 companies for outbound site visits. Since I was one of two that had a rental car, I was able to go to 3 of the site visits which included a company that does distribution, a company that does computer systems and cloud storage, and a company that does recycling of clothes hangers. We did have 2 businesses that were unable to meet with the team, however my 3 visits went quite well. Team Oregon Booth at the Natural Products Expo West Site Visit with an ex-formula 1 race car driver.

Projects:

Project Clover — Request from the State of Oregon. New project wanting an existing 60k building, but would look at build to suit on 40-60 acres.

Project Adam — AFC is moving cement out of the old Sunnyside Feedlot. They would like to get their building started and going. We have assisted them with their TRI application and support their request to the county for property tax exemption. This is a \$2.5 million investment and then another \$1.5 million worth of equipment coming into our area. It's great to have a company that brings some of their families with them! We first started working with this company in August of 2012 with Laurel Adams, who, was at that time, the head of the Weiser Chamber of Commerce.

Project Muir — Submitted Ontario's Weaver site to a site selector from Washington as well as to the State. This project is a company from Washington that is interested in Oregon.

Project Tread — a retail business in Idaho is looking at an expansion.



Project Babe — assisted in connecting the project with the various state and county agencies that oversee permitting of projects including Oregon Dept. of Agriculture, Oregon Dept. of Environmental Quality, Governor's Regional Solutions Team, Business Oregon, Water Resources, and county Planning.

Project Red Rock — worked with GEODC and the state on the Opportunity Zone process and provided direction and office space for meetings.

Other:

Presented testimony regarding the long term economic impact of Oregon's proposed Cap and Trade bill.

Presented testimony to the Eastern Oregon Border Board regarding the \$5 million program for grants and loans.

Worked with Zoom Prospector on cleaning up some information for our available sites and buildings.

Attended phone conference meetings with OEDA and IEDA Board as well as committee meetings.

Assisted Worksource Oregon and their client with an applicators license through Oregon Dept. Of Agriculture and TVCC.

Kit will attend for the first time the Global Pet Expo Show in Orlando next week.

9. Round Table Discussion:

John Breidenbach announced the Ontario Chamber auction and dinner will be Friday March 15. May 3rd they will host Kyle Petty (the NASCAR driver) in the Clarion and Quality Inn parking lots. Kyle hosts a motorcycle ride across America as a fund raiser to benefit children. Ontario is their first night stop!

Bob Komoto made announcements for three organizations: Lanterman Kiwanis Park will install a new dog park, sign, and gateway by end of March or early April. Four Rivers Cultural Center has many free events in March. Senior Fitness classes Monday and Wednesday at 11:45AM, Zumba classes at Wednesday 5:30PM. Singer/Songwriter Concert series March 21th at 7-9 PM in the Harano Gallery with Wayne Byerly. Friday Free Film, the documentary "Won't You Be My Neighbor", about Mr. Rogers. Art in the Harano Gallery, "Breaking The Border", art of Comic Con, March 14 7PM. Lastly, Comic Con will be coming March 23-24. This event had 2000 attendees last year.

Community Concerts of the Treasure Valley will have their last concert of the season April 5th, "Six Appeal", an a cappella group. Season tickets on sale for next season will allow you to go to the last concert this year and all the concerts next year.



Liz Amason announced that on April 12 there will be a ceremony to name the Post Office, the Harmon Killebrew Post Office.

Liz Amason, SBDC: March 20-21 a Construction Combine at Home Depot to learn construction skills. At the end of the Combine they will build 4 sheds and they will be given to veterans. No cost. Must be 18 years of age or older. Apply by March 15. Liz also reported that the SBDC is hosting a broker real estate training class for Oregon.

Cathy Yasuda announced that the Ontario Sister City program is close to its 50th year. Six Osakasayama students will be coming in tonight to spend the next 2 weeks with host families in Ontario. They will be taking part in many activities and tours in the area. Cathy also mentioned that TVCC's program, 'Take 2 Classes for the Price of 1', was a great success for new students. She also said the senior (60+) invitation to take a credit class for half price was also gaining steam.

Adam Brown said the \$50,000 grant money for the downtown facade improvements has been expended, but they are hoping to replenish it in the future.

Dan Greig said Farmers Mutual Telephone Company is 50% done with their Fiber to the Home project. They will be 100% fiber to the home by the end of 2019. Fruitland be a 'Gigabit Certified' (internet speed) city.

Patrick Nauman said Weiser will have Ridleys open by early summer. Also 2 new real estate offices will open.

It was decided that starting in May, SREDA meetings will be held on the first Tuesday of the month, at 7 am, rotating locations throughout the valley. However, the next meeting will be Wednesday, April 3rd at 7AM, at Waffleberries in Weiser, Idaho. Weiser Classic Candy and SREDA will be providing breakfast for the attendees.

10. Adjournment: Larry Hogg made a motion to adjourn the meeting and Dan Cummings seconded the motion. Motion passed. Chairman Nauman then adjourned the meeting 8:03 a.m.

Minutes prepared by Bob Komoto and Dan Greig, Co-Secretaries.

Calendar of events:

March 19-23 Global Pet Expo, Orlando

April 3 SREDA Monthly meeting – Waffleberries, Weiser

May 7 SREDA Monthly meeting TUESDAY Lifeways, Ontario

June 4 SREDA Monthly meeting TUESDAY DL Evans Bank, Fruitland

MALHEUR COUNTY COURT MINUTES

March 6, 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.

ENVIRONMENTAL HEALTH

Environmental Health Director Craig Geddes met with the Court. Mr. Geddes proposed contracting with Melissa Ney for temporary services to perform up to 100 restaurant inspection to include Baker County and Malheur County. Ms. Ney has requested mileage be included in the contract; the Court agreed to a mileage provision in the contract to be determined between Mr. Geddes and Ms. Ney. A contract will be drafted.

Planner Eric Evans joined the meeting.

Mr. Geddes also discussed an abatement issue at 1361 SW 30th Street, Ontario. Mr. Geddes has been working on the matter for some time now. The property owner was cited into Justice Court and a fine was levied. The property owner is making progress on cleaning the property up, however it is not complete. Bids were obtained to remove the debris from the property (front of the property only as seen from the public road). (There is not a budget line for the abatement cost in the County budget.) County Code allows eight vehicles and there are now 12 vehicles remaining on the front of the property. (Treasure Valley Metal will not accept the vehicles without having a title surrendered with them.) After discussion, the Court authorized staff to proceed with the abatement process if necessary; staff will continue to work with the property owner on the matter.

ROGER FINDLEY - FAIRGROUNDS SOLAR PROJECT; B2H PROJECT

Roger Findley met with the Court. Mr. Findley expressed appreciation to the County Court for their consistency and guidance in the County. Mr. Findley discussed the solar project at the fairgrounds and the loss of revenue/electrical production during fiscal year 2017/18. Findley Land and Livestock estimates the loss to be approximately \$6,636. Findley Land and Livestock proposed splitting the loss 50/50 and proposed reducing the monthly payment of the contract payment to Findley Land and Livestock; the new monthly payment from the County to Findley would be \$769.98 starting March 2019. The Court was agreeable to the proposal. An amendment to the contract will be drafted.

Mr. Findley also updated the Court on the Boardman to Hemingway (B2H) transmission line project. The project is still in the planning and permitting stage. It is expected to have a Draft Proposed Order from Department of Energy in Spring 2019. Stop Idaho Power remains active in the B2H process. Stop Idaho Power is currently working on an agreement with Idaho Power and landowners Jim and Kaye Foss to move a proposed tower out of Foss's center pivot field and change the location of the line. Originally, the line was to go west of the Foss property. BLM did its study regarding the proposed transmission line route and extended the boundary of the Wild and Scenic Owyhee River to the east; as a result this moved the line to the east going across EFU land. Idaho Power has moved the tower location but the line is still proposed to go across the EFU land. Once Department of Energy issues its Draft Proposed Order a public hearing will be held; Mr. Findley suggested the County may choose to oppose the line going on EFU land and strive to have it moved back to the east.

COURT MINUTES

Commissioner Hodge moved to approve Court Minutes of February 27, 2019 as written. Commissioner Wilson seconded and the motion passed unanimously.

STIF BY-LAWS

Commissioner Wilson moved to approved amended State Transportation Improvement Fund (STIF) Advisory Committee of Malheur County By-Laws. Commissioner Hodge seconded and the motion passed unanimously. (This is the same amendment that was done in January 2019; the entire by-laws document was amendment rather than having a one page amendment document as was done in January.) See instrument [#2019-0729](#)

CHECK REGISTER

The Court signed the January 2019 Accounts Payable book.

AMENDMENT - IGA #154122

Commissioner Hodge moved to approve Twelfth Amendment to Oregon Health Authority 2017-2019 Intergovernmental Agreement for the Financing of Public Health Services, Agreement #154122. Commissioner Wilson seconded and the motion passed unanimously. Exhibit B Program Element #03

Tuberculosis Services and Program Element #40 Special Supplemental Nutrition Program for Women, Infants and Children (WIC) Services is replaced in their entirety; and the Financial Assistance Award was amended to add \$5,475 to Public Health Emergency Preparedness and Response for the purpose of sending staff to trainings. A copy will be returned for recording.

CHILDREN IN THE WORKPLACE - PROPOSED POLICY

Staff discussed a proposed policy with the Court members concerning children in the workplace. Issues regarding children in offices have been raised and the Court was asked for guidance regarding the matter. The Court reviewed the proposed policy and requested the policy be forwarded to the union for their review.

Mr. Evans, Ms. Williams and Ms. DuBois left the meeting.

EMPLOYMENT AGREEMENT - CLARK

Commissioner Wilson moved to approve Employment Agreement with George W. (GW) Clark for Malheur County Fairgrounds Caretaker. Commissioner Hodge seconded and the motion passed unanimously. Mr. Clark will perform the functions and duties of the Fairgrounds Caretaker. The agreement will be returned for recording.

OWYHEE LAKE STATE PARK - OHV USE

Oregon State Parks Management Unit Manager Jim Hutton, Park Ranger Supervisor Aaron Raines and Undersheriff Travis Johnson met with the Court to follow-up on discussion from January regarding OHV (Off-Highway Vehicle) use at Lake Owyhee State Park. It was explained that the Sheriff's Office will work with County Counsel to draft an OHV use on roadways ordinance. State Parks is considering that for the upcoming season ingress/egress only may be allowed at Indian Creek Campground; and possibly at the end of the season (Sept., Oct., Nov.) ingress/egress only may be allowed at McCormack Campground. The goal is to provide the public a consistent message between the County and State Parks as well as providing available alternative options.

BLM Public Affairs Officer Larisa Bogardus joined the meeting.

Additionally, the ATV program for Oregon falls under State Parks and there is a staff person who can act as a liaison with the federal partners if the County ever determined that it wanted to pursue developing an ATV recreational area.

Succor Creek State Natural Area was also discussed; the area's usage has greatly increase over the past few years. It may be beneficial to consider possible OHV roadway use in this area also.

State Parks suggested evaluating the OHV use at Lake Owyhee State Park after two years before considering starting the permanent rule making process.

COURT ADJOURNMENT

The meeting was adjourned.

MALHEUR COUNTY COUR MINUTES

March 13, 2019

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

Also present was Larry Meyer of the Argus Observer.

WEED BOARD

Jerry Erstrom met with the Court and visited about enforcement of the County weed ordinance. Also present was Jessica Norton. Mr. Erstrom explained that the Weed Advisory Board will be focusing on enforcement and control/eradication of Class A weeds this year; infestations will be subject to mandatory control/eradication to include citing landowners into Justice Court if necessary, abatement measures, and placing liens on property. The Weed Advisory Board will also submit proposed revisions to the Class A weed list to the Court. The Court was supportive of the direction of the Weed Advisory Board.

COURT MINUTES

Commissioner Wilson moved to approve Court Minutes of March 6, 2019 as written. Judge Joyce seconded and the motion passed.

AGREEMENT FOR RESTAURANT INSPECTIONS - NEY

Commissioner Wilson moved to approve Second Agreement for Temporary Environmental Health Specialist Services - Restaurant Inspections with Melissa Ney. Judge Joyce seconded and the motion passed. See instrument #[2019-0812](#)

BUILDING PROGRAM

County Counsel Stephanie Williams discussed the County's building program with the Court. The contract with City/County Inspections Services expires June 2019; Mr. Ruddell has indicated that he wants to transition the building program to an internalized County program/department. Ms. Williams will work with Mr. Ruddell to accomplish this; it is hoped to have a County department in place by the end of 2019. There are many aspects to consider and implement in order to create this department.

EOCA DUES

The Court authorized payment of Eastern Oregon Counties Association (EOCA) FY2019/20 membership dues in the amount of \$15,400.

CROSSING PERMIT

Commissioner Wilson moved to approve Crossing Permit #11-19 to South Board of Control to place pipe across Lonesome Road west of Desert Glen Road #620. Judge Joyce seconded and the motion passed. The original permit will be kept on file at the Road Department.

CERTIFICATION STATEMENT

Commissioner Wilson moved to sign the Oregon Parks and Recreation Department County Parks Assistance Program Certification Statement for July 1, 2019 - June 30, 2020. Judge Joyce seconded and the motion passed. The estimated RV fee revenue distribution for Malheur County is \$57,424.00 which will be budgeted in the Marine and Parks budget. See instrument #[2019-0813](#)

PLANNING COMMISSION

Commissioner Wilson moved to appoint Robert "Bob" Quick to the Planning Commission. Judge Joyce seconded and the motion passed. Planner Eric Evans joined the session and offered to answer any questions the Court may have had. Mr. Quick will fill the position recently vacated by Frank Ausman.

EXECUTIVE SESSION

Executive Session was called in accordance with ORS 192.660(2)(i) - Performance Evaluations of Public Officers and Employees with Judge Joyce presiding and Commissioner Wilson present. No decisions were made during the session. Planner Eric Evans was later asked to join the session.

PLANNING DIRECTOR

Commissioner Wilson moved to increase Planner Eric Evans salary one Step effective with the April payroll; and noted that Mr. Evans will be eligible for the next Step increase with his anniversary date in September and COLA to be determined in July. Judge Joyce seconded and the motion passed.

COURT ADJOURNMENT

The meeting was adjourned.

MALHEUR COUNTY COURT MINUTES

March 20, 2019

County Court met with Judge Dan Joyce presiding with Commissioner Don Hodge and Commissioner Larry Wilson present.

EXECUTIVE SESSION

Executive Session was called in accordance with ORS 192.660(2)(e) - Real Property Transactions with Judge Joyce presiding with Commissioner Hodge and Commissioner Wilson present. Also present was County Counsel Stephanie Williams. No decisions were made during or following the session.

ENVIRONMENTAL HEALTH - LICENSED FACILITIES PROGRAM

Environmental Health Director Craig Geddes met with the Court. Mr. Geddes explained that the State remittance fees will be increasing 6.52% effective July 1, 2019. Fees for the County's Licensed Facilities program have not been increased since 2013. Mr. Geddes provided a fee schedule for rate increases of 5.6%; 7.5%; and 10% (rounded up to the nearest 5). The 5.6% increase would cover the increased State remittance fees; 7.5% or 10% would provide a small increase for the County also. Consensus of the Court was to proceed with the 7.5% proposed increase. Staff will schedule a public comment period and prepare a resolution.

COURT MINUTES

Commissioner Wilson moved to approve Court Minutes of March 13, 2019 as written. Judge Joyce seconded and the motion passed. (Commissioner Hodge was not present on March 13, 2019.)

AMENDMENTS TO IGA #153131

Commissioner Hodge moved to approve Tenth Amendment to Oregon Health Authority 2017-2019 Intergovernmental Agreement for the Financing of Mental Health Substance Use Disorders, and Problem Gambling Services Agreement #153131; Eleventh Amendment to Oregon Health Authority 2017-2019 Intergovernmental Agreement for the Financing of Mental Health Substance Use Disorders, and Problem Gambling Services Agreement #153131; and Twelfth Amendment to Oregon Health Authority 2017-2019 Intergovernmental Agreement for the Financing of Mental Health Substance Use Disorders, and Problem Gambling Services Agreement #153131. Commissioner Wilson seconded and the motion passed unanimously. The financial assistance awards are amended in each of the amendments. Copies will be returned for recording.

EOCCO CAC APPOINTMENTS

Commissioner Hodge moved to appoint Kacee Donaldson, Jaime Mordhorst, and Raylyn Wilson to the Eastern Oregon Coordinated Care Organization (EOCCO) Malheur Community Advisory Council (CAC). Commissioner Wilson seconded and the motion passed unanimously.

SHERIFF'S OFFICE

Undersheriff Travis Johnson met with the Court and provided an update on their budget. The Overtime line-item in the Sheriff's budget is exhausted for the current fiscal year, due mostly to major incidents out of the Sheriff's Office control. The Sheriff's Office has the only fully trained and certified SERT team in the County and it has responded to two major events this year. The Sheriff's Office is also the lead investigative agency on the recent officer involved shooting that took place in Ontario. Some savings may be available in the personnel line-items for the time period in which there was a vacancy in Jordan Valley; and a patrol deputy recently gave notice and that position will be vacant until the hiring process is completed.

VIKING PILLAGE AND PLUNDER EVENT

Kate Humphrey and Hugh Humphrey met with the Court and explained that the Vale Chamber of Commerce is hosting a "Viking Pillage and Plunder" event on July 6, 2019. Also present was Undersheriff Johnson and County Counsel Stephanie Williams. This event will be an obstacle course race similar to the popular Spartan Race and is a fundraiser for the Vale Chamber of Commerce. Ms. Humphrey requested authorization to use Glenn Street Bridge/Bridge No. 45C120 (bridge between Glenn St and Lytle Blvd.) in the event. The race will begin in Wadleigh City Park, go across the bridge, clearing the river channel, and then go over the rail on the bridge and climb down a 20'x40' cargo net to the ground on the east side of the channel. The net would be clamped on the parapet wall under the rail and hooks will be fabricated that go down the net. The race will then continue up and down the hill on Butler's property and then back to the Park and cross the river at another location by crossing on a second cargo net placed over

the river. Undersheriff Johnson has agreed to do traffic control at the bridge for the race. Mr. Humphrey confirmed medical response will be on site. Ms. Humphrey confirmed that Mr. Butler has agreed to the use of his property for the race. Ms. Humphrey has also discussed the proposal with Road Supervisor Dave Tiffany. Consensus of the Court was to authorize the use of the bridge for the event. Ms. Williams will draft an authorization permit for the event to be executed by the Chamber and County.

BUILDING PROGRAM

Ms. Williams updated the Court on the process of transitioning the building program to an internalized County building program/department. A budget is being developed to include renting the current office location in Nyssa; with office hours Monday through Friday. The Building Official/Management Assistant/Permit Technician may be a direct hire from City/County Inspection Services ; this position will report directly to the County Court and supervise day to day operations of staff and inspectors. The A-Level Structural Inspector would be a County employee and report to both the Building Official and County Court. The Plumbing Inspector and Electrical Inspector can be contracted positions. Alternatively, State inspectors could be hired.

A recent AG opinion says that the building program cannot be contracted out in its entirety to a separate legal entity. By making the Building Official/Management Assistant/Permit Technician a County employee the program will comply with the AG opinion.

At a minimum, one vehicle will need to be purchased for the Building Codes Department. County staff including IT, Treasurer Jennifer Forsyth, and Accounting/Systems Technician Judy Bond will need to be involved to evaluate internet and computer needs, discuss banking needs and establish policies, and conduct an office inventory.

The advertising/hiring process needs to begin in April.

COUNTY POLICIES

Various County policies are being updated/developed pursuant to the recommendations of CCIS. Those policies will be presented to the Court for adoption in April.

COURT ADJOURNMENT

Judge Joyce adjourned the meeting.



City of Ontario
Diversity Advisory Committee
Minutes
August 14, 2018
Ontario City Hall Council Chambers 5:30 pm

1. **Call to Order:** 5:41 pm
2. **Roll Call / Introductions:** Paul Cheney ✓, Cydney Cooke ✓, Janet Komoto ✓, Jeaneth Mendoza ✓, Alfredo Rodriguez ✓, Maria Romero ✓, Vacant ____

3. **Approval of Minutes:**

Motion to Approve by Maria Romero, Seconded by Janet Komoto, unanimous

Chair recognized Katilyn Ruffenbach from Oregon Community Foundation

Kaitlyn said she is visiting the committee to see what we are doing and she is working on a story about efforts in diversity and inclusion across the state.

4. **Feedback From Oregon Hunger Task Force – Committee Members**

Paul Cheney talked about the Task Force meeting. Most were deeply involved in education. There is a 74% threshold for the lunch program. Everyone gets a \$30 card per month since there is no lunch provided from the schools. Probably use more by people with snap benefits. Barriers to taking free lunches. They have to fill out a form which requires social security number. Many of the migrant farm workers don't fill it out because they don't have any social security number. One school district only had a 50% use and they had a goal to get to 70%.

Chair Rodriguez asked if there was something we could do to help with the lunch program.

Jeaneth Mendoza said there may be some confusion not understanding what it actually is. Some threw it away because they did not know what it was. Educating the public before the summer would help.

The committee would like to discuss this in the spring prior to next summer.

Maria Romero said we could get more information from DHS about the cards so we could help promote it.

Janet Komoto said maybe we can advertise in the newspaper or radio.

Jeaneth said maybe we could have the families purchase groceries and if they weren't going to use the groceries they could be donated somewhere.

Maria Romero will contact DHS to see if they can come to the meeting.

5. Events Coming Up:

- 1. Farm Worker Appreciation Day is coming up.** August 26 from 3 to 7. The DAC could have a table at the event. It would not cost anything.

Alfredo said we would like some materials for the Diversity Advisory Committee. Janet could provide voter registration for Oregon and Idaho.

Staff could come up with a one page document.

- 2. Mexican Independence Day** on September 16, 2018. At the cultural center.

- 3. ICA Sanctioned Bulls and Broncs** at the Fairgrounds on September 22, 2018.

6. City Recorder Presentation on Open Meetings, Public Records - Tori Barnett, City Recorder

- 1. The City Recorder Tori Barnett gave a brief presentation on Open Meetings.**

---Things to remember about her presentation:

- Meetings have to be open to public
- There must be a record of the meeting, either written or recorded
- There must be 24 hour notice minimum before each meeting
- Committees with less than 28 people use roll call method of voting
- Any conflict of interest has to be declared with the understanding that it may be challenged and may be required to vote
- We are a committee of seven which means that four makes a quorum
- No secret, private, written or proxy voting is allowed
- Public Records-Everything written during meetings is public record, includes all e-mails regarding DAC.

7. Euvalcree Presentation on Roberts Rules – to be continued next meeting.

8. Core Values Discussion:

Collaboration

Cooperation, Relationship Building

Advocacy

Empowerment

Commitment to those who don't have a voice

Empathy

Social Justice

Equality

Honesty

Fairness
Engagement
Inclusion

Cydney said she really likes the acronym CASE

9. **Oregon Long-Term Care Deputy Ombudsman Presentation** – [Move to October Agenda](#)

10. **Agenda Items for Next Meeting:** [September 11, 2018](#)

Roberts Rules - Euvalcree

Continue Values and Mission

Discuss Events (Mexican Independence Day)

Rodeo

Paul Cheney suggested that maybe each committee member go visit somewhere in their committee out of their comfort zone. Report back to committee.

Suggestions included Children's Relief Nursery (Cydney Cooke), Witco (Janet Komoto), Boys and Girls Club, VFW (Paul Cheney), Nursing Home, Hope Pregnancy Center, Community in Action (Maria Romero), Veteran Advocates (Alfredo Rodriguez), American Legion, Oregon Food Bank, First Chapter Pantry,

11. **Adjournment:**

Motion to adjourn made by Paul Cheney; seconded by Cydney Cooke

Adjourned at 6:58



City of Ontario
Diversity Advisory Committee
Meeting Minutes
September 11, 2018
Ontario City Hall Council Chambers 5:30 pm

1. **Call to Order: 5:35 p.m.**

2. **Roll Call / Introductions:** Paul Cheney ✓, Cydney Cooke ✓, Janet Komoto ✓, Jeaneth Mendoza ✓, Alfredo Rodriguez ✓, Maria Romero ✓, Angela Machuca x

3. **Approval of Minutes:**

Motion to Approve by Jeaneth Mendoza, Seconded by Cydney Cooke, motion passed by unanimous roll call.

4. **Feedback From Oregon Hunger Task Force – Update on Food Stamp Program**

Maria Romero informed the group that the Summer EBT program is not Food Stamp Program, it runs from June to August and was set up in place of the summer lunch program for all children attending school. If EBT funds are not used funds to back to the Federal Child Nutrition Program. Dan Ramirez can come in to give information to the group in early spring next year.

5. **Community Events-** Mexican Independence day, Rodeo

Jeaneth Mendoza gave update on Farmworker Celebration Day- 279 attendees, had music, games and raffles. Local law enforcement (two officers) participated. It was a fun filled event. DAC had a table and information was well received

Mexican Independence day: 09/16/18 2pm to 5:30pm- will have entertainment, children activities, food vendors and the Mexican Consulate Boise will give El Grito. DAC would like to have a table at this event, Jeaneth will provide spin wheel for team to use. Chair Alfredo and Cydney Cooke will be there to set up at 12:30pm.

Rodeo: 09/22/18- 4pm to 10pm- Location has changed from Malheur County Fairgrounds to Nyssa Rodeo Grounds. After a brief discussion it was determined that DAC will not have a table at this event as group is City of Ontario focused.

Dia De Los Muertos: 10/27/18-4:30pm to 9pm- Free event, not yet decided whether it will be inside or outside, it will have mariachi, folkloric dancers, games, bounce houses and activities. Tamales, Pozole and other food will be sold as well. DAC will discuss possible participation to this event in next meeting.

Valley Family Mobile Unit: Valley Family Health Clinic (VFHC) will have a mobile unit on site at local education facilities in order to provide well child checks to students. VFHC has a sliding scale billing for low income individuals in order to make healthcare affordable. The schedule for the mobile unit is as follows:

09/24/18 Four River Community School

10/08/18 Treasure Valley Community College

11/15/18 Ontario High School

11/29/18 Ontario High School

When manning a booth at these events, committee will be asking for input from community and informing the community about this community.

It was requested that the DAC flyer be updated to include contact information of each DAC member.

6. Euvalcree Presentation on Roberts Rules: POSTPONED

7. Core Values Discussion:

Committee visited regarding CASE, after a brief discussion, it was decided that it would be best to concentrate on one word at a time. Committee will concentrate on first core value in next meeting.

8. Oregon Long-Term Care Deputy Ombudsman Presentation – Cannot come until October

9. Agenda Items for Next Meeting:

- **Community Events Coming Up**
 - **Dial de los Muertos**
 - **VFHC Mobile Unit**
- **First Core Value**
 - **Advocacy**

10. Adjournment:

Motion to adjourn made by Janet Komoto; seconded by Cydney Cooke, motion passed

Adjourned at 6:59 pm.



City of Ontario
Diversity Advisory Committee
Meeting Minutes
October 9, 2018
Ontario City Hall Council Chambers 5:30 pm

1. **Call to Order: 5:41 pm**
2. **Roll Call / Introductions:** Paul Cheney X, Cydney Cooke X, Janet Komoto ✓, Jeaneth Mendoza ✓, Alfredo Rodriguez ✓, Maria Romero X, Angela Machuca ✓
3. **Approval of Minutes:** Jeaneth moved to approve minutes, motion seconded by Janet, motion passed
4. **Smoke Detector Inspection & Installation Info: Brett Leavitt- will try to reschedule for next meeting.**
5. **Community Events-**
 1. Mexican Independence day update- outcome was good, DAC information was passed out to attendees
 2. Dia De Los Muertos- Oct 27, Janet will have two volunteers at table, Jeaneth will provide spin wheel.
 3. VFHC Mobile Unit Days- @ OHD the 15th and 29th of November
6. **Euvalcree Presentation on Roberts Rules-rescheduled**
7. **Core Values Discussion- discussion postponed until all DAC members are present**
 1. First Core Value- Advocacy
8. **Oregon Long-Term Care Deputy Ombudsman Presentation** – Todd Steele and Fred Steele both came in to present information on the Oregon Long-Term Care Ombudsman.
9. **Facebook-** Peter will set up FB account for DAC, he would like to include video of each DAC member. Peter will also work on updating DAC flyer to be a 3 fold
10. **Agenda Items for Next Meeting on 11/13/2018:** Community Events- VFHC Mobile Unit Days, Euvalcree Presentation on Roberts Rules, Core Values Discussion,
11. **Adjournment:** Janet motioned to adjourn at 7:05 pm, Jeaneth seconded and motion passed



City of Ontario
Diversity Advisory Committee
Meeting Minutes
January 08, 2019
Ontario City Hall Council Chambers 5:30 pm

1. **Call to Order:** 5:40 pm
2. **Roll Call / Introductions:** Paul Cheney ✓, Cydney Cooke __, Janet Komoto✓, Jeaneth Mendoza ✓, Maria Romero ✓, Angela Machuca✓
3. **Approval of Minutes: Approval delayed to next meeting**
4. **Community Events:**
 1. DHS-Social Services Information Session in March
 2. Oregon Law Center- Community Event on Jan 24th evening.
 3. Group discussed having brochures at these events
5. **Euvalcree Presentation on Roberts Rules** – will be taken off the minutes until it can be scheduled, Adam will e-mail a cheat sheet on Roberts Rules of Order that we can use until then.
6. **Core Values Discussion:** Committee discussed what Advocacy means to them:
 - To be there for new community members
 - Represent all facets of diversity Including LGBTQ or any group that doesn't have a strong enough voice
 - Leave nobody out- homeless/veterans/single moms/etc.
 - Heard understood, accepted, welcomed, equity
7. **Committee Changes:** Since Alfredo Rodriguez (Chair) was voted to City Council, DAC needs new chair. Maria Romero has also decided to step down from Vice Chair. Committee unanimously voted Angela Machuca as Chair (motioned by Janet and seconded by Maria) and Janet Komoto as Vice Chair (motioned by Paul and seconded by Maria).
8. **Agenda Items for Next Meeting:**
 - a) October 2018 Meeting Minutes
 - b) Core Value-Engagement
 - c) Community Events

9. Adjournment:

Motion to adjourn made by Janet and seconded by Maria.

Adjourned at 6:47pm



City of Ontario
Diversity Advisory Committee
Minutes
February 12, 2019
Ontario City Hall Council Chambers 5:30 pm

1. **Call to Order:** 5:40 pm
2. **Roll Call / Introductions: Present:** Paul Cheney, Cydney Cooke, Janet Komoto, Jeaneth Mendoza , Maria Romero, Alfredo Rodrigues (Ex-Officio) **Not Present:** Terry Fisher, Angela Machuca,
3. **Approval of Minutes (October 2018 and January 2019):** Minutes were read and approved
4. **Community Events:**
 1. DHA Social Services session on March 19th 9am to 3pm-Jeaneth will e-mail information
 2. Nisei Paradox Four Rivers Cultural Center
 3. Equity Week in April, Freddy will give more information
5. Adam provided information regarding the possibility of having a local homeless shelter and some concerns that the town may have regarding having it.

Adam will follow up with Brett Leavitt regarding smoke detectors and installation information to committee.

Janet will research information regarding Equity Committee to ensure we are not duplicating efforts.

Robert's Rules of Order- Committee members are encouraged to get acquainted with cheat sheet provided via e-mail.
6. **Core Values Discussion (Engagement):** What engagement means to the team:

Commitment, active presence in community, accessible, communication, positive interaction, participating, involvement, take initiative to dialog, adding value, committed to be active members of our community to reach out and find opportunities to build connections and add value to those who are underrepresented.
7. **Agenda Items for Next Meeting:**
 - a) **Community Events- FWAU, DHS Social Services Gathering, Equity Week**
 - b) **Census**
8. **Adjournment:** 6:40 pm Paul motioned to adjourn, Jeaneth seconded. Next meeting 03/12/19.