

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



**COUNCIL MEETING AGENDA
CITY COUNCIL – CITY OF ONTARIO OREGON
TUESDAY, APRIL 16, 2019, 7:00 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 12, 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) CONSENT AGENDA

A) Minutes:
Mar 7, 2019: Work Session
Mar 19, 2019: Council Meeting

6) NEW BUSINESS

A) Resolution #2019-113: A Supplemental Budget to Fund the Recreation Department for the Last Half of 2018-2019
B) Liquor License Application - TC&T Inc (Ogawa's)
C) Letter of Support for HB 2402

7) PRESENTATIONS

A) Ontario Sanitary Service - Scott Wilson
B) Classification and Compensation Plan

8) HAND-OUTS/DISCUSSION ITEMS

A) Housing Incentive Program
B) Discussion on Banning Outdoor Marijuana Grows
C) Check Register: Through April 12, 2019

9) CORRESPONDENCE, COMMENTS AND EX-OFFICIO REPORTS

10) ADJOURN



CITY COUNCIL WORK SESSION MINUTES March 7, 2019

The scheduled Work Session of the Ontario City Council was called to order by Mayor Riley Hill at 12:00 p.m. on Thursday, March 7, 2019, in the Council Chambers of City Hall. Council members present were Riley Hill, Norm Crume, Dan Capron, Ramon Palomo, Michael Braden, and Freddy Rodriguez. Marty Justus arrived at 12:18 p.m.

Members of staff present were Adam Brown, Tori Barnett, Larry Sullivan, Kari Ott, Terry Leighton, Dan Cummings, Cliff Leeper, Jason Cooper, Peter Hall, and Debbie Jeffries.

The meeting was recorded and copies are available at City Hall.

Mayor Hill led everyone in the Pledge of Allegiance.

AGENDA

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

CRUME moved, PALOMO seconded, **to ADOPT THE AGENDA AS PRESENTED**. Roll call vote: Braden-yes; Justus-out; Palomo-yes; Crume-yes; Rodriguez-yes; Capron-yes; Hill-yes. Motion carried 6/0/1.

NEW BUSINESS

Delinquent Utility Billing Accounts to Collections

Kari Ott, Finance Director, presented.

Will be under Consent Agenda at the March 19, 2019, meeting.

PUBLIC HEARINGS

Resolution #2019-111: Supplemental Budget for Golf Course Clubhouse ADA Compliance Project and Bid Award for Project

It being the date advertised for public hearing on the matter of Resolution #2019-111, the Hearing was declared open. There were no objections to the city's jurisdiction to hear the action, no abstentions, ex-parte contact, and no declarations of conflict of interest.

Kari Ott, Finance Director, presented.

The Hearing was opened for public testimony. Opponents: None. Proponents: None. There being no Proponent and no Opponent testimony, the Hearing was closed.

Will be under Consent Agenda at the March 19, 2019, meeting.

Resolution #2019-112: A Supplemental Budget to Recognize Additional Revenue Sources and Appropriate Expenditures for Splash Pad Construction

It being the date advertised for public hearing on the matter of Resolution #2019-112, the Hearing was declared open. There were no objections to the city's jurisdiction to hear the action, no abstentions, ex-parte contact, and no declarations of conflict of interest.

Adam Brown, City Manager, presented.



The Hearing was opened for public testimony. Opponents: None. Proponents: None. There being no Proponent and no Opponent testimony, the Hearing was closed.

Will be under Old Business at the March 19, 2019, meeting.

DEPARTMENT HEAD UPDATES

Financial Report: Monthly

Kari Ott, Finance Director, presented. (Report attached)

Recreation Report: Quarterly

Debbie Jeffries, Recreation Manager, presented. (Report attached)

Fire & Rescue Report: Quarterly

Terry Leighton, Fire Chief, presented. (Report attached)

Human Resources: Semi-Annual Report

Peter Hall, Human Resources Director, presented. (Report attached)

HAND-OUTS/DISCUSSION ITEMS

Amending the Public Works Committee Ordinance to Require Budget Approval

Riley Hill, Mayor, presented. Since Jacobs had been on board, they had brought items forward, a preliminary budget with a lot of items on it. It seemed to him it would be better to review it at the Public Works level before it moved forward to the Budget Committee. In reading the ordinance, that was not the intent. Secondly, they always received a Public Works Committee report at every Council meeting. This was just a discussion item.

Portland State University Planning School Partnership

Adam Brown, City Manager, presented. This was brought up by Ken Hart and Mayor Hill. Mr. Hart was an alumnus of PSU, and they talked about some free help.

Mayor Hill added that this was discussed at a Poverty to Prosperity meeting, when they were talking about doing the trail along the river, the possibility of creating a park over by the Depot, and the possibility of an outdoor theater. A member of the P2P committee, Bill Johnson, was an EOU board member, and he agreed to look into what he had, and Ken Hart's daughter was an architectural student at UofO, but they weren't really able to provide any help. Mr. Hart wrote a letter that was signed by both the Mayor and Mr. Brown, asking for some assistance from PSU towards some planning.

Mr. Brown stated the letter did not commit the city to anything; it was a letter of interest, reading that the city would be interested if they had students that were working with projects, because PSU used their students to go into communities and develop community planning projects. If the city received a response back indicating they were interested and could apply resources, it would be something similar to having the Americorps student (Kayla) the city had 18 months ago, having someone young, excited, full of energy and new ideas, to come in and throw some ideas at them to pull something together. They usually functioned in a team of college students who worked together. Before they moved any further with this, they wanted to ensure the Council was on board with exploring the opportunity.

Mayor Hill indicated in their letter they said they wanted to talk, they hadn't said they were going to do it. They wanted to visit with the city about doing some things.

Department Stats:

Public Works: Feb, 2019 (Attached)

Ontario Fire & Rescue: Feb, 2019 (Attached)

Code Enforcement: Jan, 2019 (Attached)

Ontario Police: Jan, 2019 (Attached)



CITY COUNCIL MEETING MINUTES March 19, 2019

The scheduled meeting of the Ontario City Council was called to order by Mayor Riley Hill at 7:00 p.m. on Tuesday, March 19, 2019, in the Council Chambers of City Hall. Council members present were Riley Hill, Dan Capron, Norm Crume, Dan Capron, Freddy Rodriguez, Michael Braden, Marty Justus, and Ramon Palomo.

Members of staff present were Adam Brown, Tori Barnett, Jason Cooper, Terry Leighton, Kari Ott, Dan Cummings, Larry Sullivan, Cliff Leeper, and Peter Hall.

The meeting was recorded and copies are available at City Hall.

Mayor Hill led everyone in the Pledge of Allegiance.

AGENDA

This Agenda was posted on March 15, 2019. Copies of the Agenda are available from the City Hall Customer Service Counter and on the city's website www.ontariooregon.org.

CRUME moved, CAPRON seconded, **TO ADOPT THE AGENDA AS PRESENTED**. Roll call vote: Crume-yes; Rodriguez-yes; Palomo-yes; Justus-yes; Capron-yes; Braden-yes; Hill-yes. Motion carried 7/0/0.

CONSENT AGENDA

CRUME moved, CAPRON seconded, **TO ADOPT THE CONSENT AGENDA, WHICH INCLUDED JANUARY 22, 2019, COUNCIL MEETING MINUTES; FEBRUARY 7, 2019, WORK SESSION MINUTES; FEBRUARY 19, 2019, COUNCIL MEETING MINUTES; DELINQUENT UTILITY BILLING ACCOUNTS TO COLLECTIONS; AND RESOLUTION #2019-111, A SUPPLEMENTAL BUDGET FOR GOLF CLUBHOUSE ADA COMPLIANCE PROJECT AND BID AWARD FOR PROJECT**. Roll call vote: Crume-yes; Rodriguez-yes; Palomo-yes; Justus-yes; Capron-yes; Braden-yes; Hill-yes. Motion carried 7/0/0.

CRUME moved, PALOMO seconded, **TO RECONSIDER THE MOTION**.

CRUME moved, CAPRON seconded, **TO ADOPT ONLY ITEMS "A" AND "B" ON THE CONSENT AGENDA**. Roll call vote: Crume-yes; Rodriguez-yes; Palomo-yes; Justus-yes; Capron-yes; Braden-yes; Hill-yes. Motion carried 7/0/0.

RECONSIDERATION: Roll call vote: Crume-yes; Rodriguez-yes; Palomo-yes; Justus-yes; Capron-yes; Braden-no; Hill-yes. Motion carried 6/1/0.

CARPRON moved, JUSTUS seconded, **TO ADOPT RESOLUTION #2019-111, A SUPPLEMENTAL BUDGET APPROPRIATING EXPENDITURES FOR THE GOLF CLUBHOUSE ADA COMPLIANCE PROJECT**. Roll call vote: Crume-yes; Rodriguez-yes; Palomo-yes; Justus-yes; Capron-yes; Braden-yes; Hill-no. Motion carried 6/1/0.

CAPRON moved, CRUME seconded, **THAT THE CITY COUNCIL AWARD THE CITY OF ONTARIO GOLF COURSE CLUBHOUSE IMPROVEMENTS PROJECT TO HOLCOMB CONSTRUCTION, INC., FOR UP TO \$50,000**. Roll call vote: Crume-yes; Rodriguez-yes; Palomo-yes; Justus-yes; Capron-yes; Braden-yes; Hill-yes. Motion carried 7/0/0.

OLD BUSINESS

Resolution #2019-112: A Supplemental Budget to Recognize Additional Revenue Sources and Appropriate Expenditures for Splash Pad Construction

Adam Brown, City Manager, presented.

BRADEN moved, CRUME seconded, **THAT THE CITY COUNCIL APPROVE RESOLUTION #2019-112, A SUPPLEMENTAL BUDGET TO RECOGNIZE ADDITIONAL REVENUE SOURCES AND APPROPRIATE EXPENDITURES FOR SPLASH PAD CONSTRUCTION, APPROPRIATING FUNDING TO BE \$50K FROM THE TRANSIENT OCCUPANCY TAX ORIGINALLY ALLOCATED TO PARKS AND RECREATION, \$40K SPLIT BETWEEN WATER AND WASTEWATER FUNDS, AND THE REMAINING \$70,301 FROM GENERAL FUND CONTINGENCY**. Roll call vote: Crume-yes; Rodriguez-yes; Palomo-yes; Justus-yes; Capron-yes; Braden-yes; Hill-no. Motion carried 6/1/0.



BRADEN moved, CRUME seconded, **THAT THE CITY COUNCIL APPROVE THE BID FROM WARRINGTON CONSTRUCTION FOR THE SPLASH PAD CONCRETE DECK FOR \$110,970.** Roll call vote: Crume-yes; Rodriguez-yes; Palomo-yes; Justus-yes; Capron-yes; Braden-yes; Hill-yes. Motion carried 7/0/0.

Ordinance #2750-2019: Annex and Rezone 716 SE 13th Street (Snake River Ventures, LLC) Tax Lot 1101, Map 18S4711BC, on Second and Final Reading by Title Only

Dan Cummings, Community Development Director, presented.

CRUME moved, CAPRON seconded, **THAT THE CITY COUNCIL ADOPT ORDINANCE #2750-2019, AN ORDINANCE ANNEXING INTO THE CITY AND REZONING OF A PARCEL OF LAND BEING LOCATED AT 716 SE 13TH STREET, FROM UGA INDUSTRIAL (UGA-1-2) TO CITY HEAVY INDUSTRIAL (I-2) ON FIRST READING BY TITLE ONLY.** Roll call vote: Crume-yes; Rodriguez-yes; Palomo-yes; Justus-yes; Capron-yes; Braden-yes; Hill-yes. Motion carried 7/0/0.

Ordinance #2751-2019: Annex and Rezone 1987 NW 11th Street (HEVN, LLC) Tax Lot 3001, Map 17S4733C, on Second and Final Reading by Title Only

Dan Cummings, Community Development Director, presented.

JUSTUS moved, CAPRON seconded, **THAT THE CITY COUNCIL ADOPT ORDINANCE #2751-2019, AN ORDINANCE ANNEXING INTO THE CITY AND REZONING OF A PARCEL OF LAND BEING LOCATED AT 1987 NW 11TH STREET, FROM UGA INDUSTRIAL (UGA-I) TO CITY LIGHT INDUSTRIAL (I-1), ON FIRST READING BY TITLE ONLY.** Roll call vote: Crume-yes; Rodriguez-yes; Palomo-yes; Justus-yes; Capron-yes; Braden-yes; Hill-yes. Motion carried 7/0/0.

Ordinance #2752-2019: Annex and Rezone a Parcel Located at the NW Corner of SE 5th Avenue and SE 10th Street, (H2MK, LLC) Tax Lots 1200, 1300, 1301, 1302, 1303, 1305 and 1310, Map 18S4710D1, on Second and Final Reading by Title Only

Dan Cummings, Community Development Director, presented.

CRUME moved, CAPRON seconded, **THAT THE CITY COUNCIL ADOPT ORDINANCE #2752-2019, AN ORDINANCE ANNEXING INTO THE CITY AND REZONING OF A PARCEL OF LAND BEING LOCATED AT THE NW CORNER OF SE 5TH AVENUE AND SE 10TH STREET, FROM UGA GENERAL COMMERCIAL (UGA-C2) TO CITY GENERAL HEAVY COMMERCIAL (C-2H), ON FIRST READING BY TITLE ONLY.** Roll call vote: Crume-yes; Rodriguez-yes; Palomo-yes; Justus-yes; Capron-yes; Braden-yes; Hill-yes. Motion carried 7/0/0.

NEW BUSINESS

Housing Incentive Program – Rywest Homes

Kari Ott, Finance Director, presented.

CRUME moved, CAPRON seconded, **THAT THE CITY COUNCIL APPROVE THE APPLICATION BY RYWEST HOMES FOR THE ONTARIO HOUSING INCENTIVE PROGRAM IN THE AMOUNT OF \$10,000.** Roll call vote: Crume-yes; Rodriguez-yes; Palomo-yes; Justus-yes; Capron-yes; Braden-yes; Hill-yes. Motion carried 7/0/0.

Housing Incentive Program - Mollahan

Kari Ott, Finance Director, presented.

JUSTUS moved, BRADEN seconded, **THAT THE CITY COUNCIL APPROVE THE APPLICATION BY BARBARA AND ANDREW MOLLAHAN FOR THE ONTARIO HOUSING INCENTIVE PROGRAM IN THE AMOUNT OF \$10,000.** Roll call vote: Crume-yes; Rodriguez-yes; Palomo-yes; Justus-yes; Capron-yes; Braden-yes; Hill-yes. Motion carried 7/0/0.

HAND-OUTS/DISCUSSION ITEMS

Council Discussion on What Meetings Action will be Taken

Council consensus to leave as is, and, following adopted Rules and Procedures of the City Council, will take action at Thursday meetings as needed.

Mandatory Trash Collection and Property Owner Responsibilities Regarding Utility Bills and Other Mandated Fees

Following discussion, Council asked staff to provide the data on customers compared to the number of residential business lots.

Mr. Sullivan stated when this had been discussion previously, Ontario Sanitary has some concerns about going 100% mandatory.

Council consensus to gather information, and ask a representative from Ontario Sanitary Service to attend the meeting to participate in the discussion.



Check Register: Feb 1-Mar 13, 2019 (Attached)

Councilor Crume asked about the \$5K check written to the Malheur County Fair Board.

Ms. Ott stated it was a grant they received through the Visitors & Conventions Bureau Board.

CORRESPONDENCE/COMMENTS

Cliff Leeper stated the Public Works Committee had met and discussed current and future projects.

Councilor Justus stated ServeDay was approaching

Mayor Hill stated on March 24th, there would be a hearing in Salem regarding the marijuana tax issue for Ontario. He, along with Adam Brown, would be testifying.

Mayor Hill stated he and the City Manager had met to discuss the status of the proposed bike trail by the Snake River.

Mayor Hill stated regarding the Cap & Trade issue, the Democrats had done a freeze out to the Republicans.

Councilor Capron stated that Proposition 5, if passed, would reflect an increase of 40% on property taxes.

Councilor Capron reminded everyone of the Fish Fry this Friday.

Adam Brown stated he was working on a resolution supporting the TVCC trail.

Adam Brown stated he had spoken with a member of the McMinnville Council, who let him know there were discussions taking place about unlocking the TOT formula, which would give up to 30% towards housing. Senator Bentz was on the committee holding the talks.

Adam Brown informed the Council of the upcoming April 17th meeting being hosted by the Citizens Coalition of Ontario, being held in the Collins Room at Four Rivers Cultural Center, beginning at 6:00 p.m. Representatives from the city, the school district, and the Recreation District were being invited to attend.

ADJOURN

CRUME moved, CAPRON seconded, **THAT THE MEETING BE ADJOURNED.** Unanimous voice vote to adjourn.

ACCEPTED:

ATTEST

Riley J. Hill, Mayor

Tori Barnett, MMC, City Recorder



**AGENDA REPORT
NEW BUSINESS
April 16, 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 8, 2019

PROPOSED MOTION:

I MOVE THE CITY COUNCIL APPROVE RESOLUTION #2019-113: A SUPPLEMENTAL BUDGET TO INCREASE REVENUES AND APPROPRIATE EXPENDITURES TO FUND THE RECREATION DEPARTMENT FOR THE LAST HALF OF 2018-19.

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 to be approved as soon as possible in order to stay in compliance with local budget law.
- 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 adoption of Resolution #2019-113.

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 16, 2019**

To: Mayor and City Council

FROM: Jason Cooper, Police Lieutenant, Interim Police Chief

THROUGH: Adam J. Brown, City Manager

SUBJECT: **LIQUOR LICENSE APPLICATION - TC&T INC (OGAWA'S)**

DATE: April 11, 2019

PROPOSED MOTION:

I MOVE THE CITY COUNCIL APPROVE THE NEW OUTLET, LIMITED ON-PREMISES SALES LIQUOR LICENSE APPLICATION FOR TC&T INC.

SUMMARY:

TC&T Inc., completed the "New Outlet" application for Limited On-Premises liquor license privileges through the Oregon Liquor Control Commission for Ogawa's (Venue), located at 144 South Oregon Street, Ontario, Oregon.

All necessary paperwork has been approved through the Oregon Liquor Control Commission office and is awaiting approval through the Ontario City Council.

BACKGROUND:

Criminal record process was completed on TC&T Inc. owners Connie and Thomas Huston. All records returned meeting state and local requirement. The application forms have been filled out appropriately and required fees have been paid. All permit and license requirements have been met through the Oregon Liquor Control Commission as well as through the City of Ontario Planning Department.

CURRENT SITUATION:

TC&T Inc. has opened a business at 144 South Oregon Street. The trade name of the business is Ogawa's and is a venue location for special events. That location does not have a current liquor license which would allow them to operate. TC&T Inc. have been applying for and receiving Temporary Sales License in order to provide alcohol at their events. This application process provides the necessary requirements for the OLCC to license that location for New Outlet, Limited On-Premises. Once completed, this location will have the ability to operate.

ANALYSIS:

- A. **FINANCIAL** There is no financial impact for this action.
- B. **TIMING** Approval required prior to opening to allow sales of beverages at that point and forward.
- C. **POLICY/LEGAL** All legal steps have been followed to completion, with no negative feedback.

ALTERNATIVES:

Not approve the license application.

This has no true effect on the process, as the Oregon Liquor Control Commission may take the city's objections to the action into consideration, but are not obligated to do so. They are the ultimate authority on the issuance of the license.

RECOMMENDATION:

Staff recommends that the City Council approve the new outlet Limited On-premises liquor license for TC&T Inc. for Ogawa's venue location.

ATTACHMENTS:

None



City of Ontario

444 SW 4th Street
Ontario, OR 97914
Voice (541)881-3223
Fax (541)889-7121

Mayor Riley J. Hill

Dan Capron, Council President

Norm Crume

Freddy Rodriguez

Marty Justus

Michael Braden

Ramon Palomo

April 15, 2019

RE: Support of HB 2402

Dear Co-Chair Lee Beyer and Co-Chair Caddy McKeown,

The City of Ontario, Oregon, is requesting your support of HB 2402. As a rural community running a municipal airport we rely heavily on Connect Oregon grants to improve our community. We have been able to complete many projects with Oregon Department of Aviation grants. These grants allowed us to construct a perimeter security fence this past year, which we did not previously have. Anyone could drive onto our airport taxiway and runway, making our airport very unsafe.

Ontario needs HB 2042 to remove the sunset on the aviation and jet fuel tax that expires on January 1, 2022. This tax supports capital improvement projects at airports such as ours.

State grant funding for airports is critical to their continued success. Beginning in 2018, aviation was cut from Connect Oregon funding, resulting in an average twenty-five-million-dollar (\$25M) annual grant revenue loss for Oregon airports. Up until 2018, Oregon airports had received generous funding from the Connect Oregon program, which was used to match grant funding from the FAA. This dramatic shift in the Connect Oregon Program results in a significant funding loss which desperately needs to be restored.

Without the passage of HB 2402, Oregon airports will lose this lone source of grant funding due to the current sunset provision which becomes effective in January of 2022. Passage of HB 2402 will ensure that the grant program will continue to assist the Ontario Municipal Airport and many other Oregon airports with an opportunity to receive funding from the ASAP, which is often used to provide the required local grant match for FAA-funded projects.

We respectfully request your support of HB 2402. HB 2402 assists Oregon's entire network of public use airports, including the Ontario Municipal Airport, by providing certainty, economic growth, and sustainability that are desperately needed.

Sincerely,

Riley J. Hill
Mayor



**AGENDA REPORT
PRESENTATIONS**
April 16, 2019

To: Mayor and City Council

FROM: Peter Hall, Human Resources Manager

THROUGH: Adam J. Brown, City Manager

SUBJECT: CLASSIFICATION AND COMPENSATION PLAN

DATE: April 12, 2019

PROPOSED MOTION:

NO ACTION REQUESTED AT THIS TIME.

SUMMARY:

The Classification and Compensation Plan involves only non-represented positions (excluding Police Sergeants and Lieutenant). There are 11 non-represented positions in the city (Receptionist, Fire Administrative Assistant, Tech Specialist, HR Manager, Police Office Manager, Airport Manager, City Recorder, Building Official, Community & Economic Development Director, Fire Chief, and Police Chief).

A Classification and Compensation Plan creates a system by which an organization can pay its employees in a fair, consistent, and defensible way. The classification portion is important because it establishes vertical equity. Positions which add more value to the organization are paid more than those with less value added. A classification plan aligns the order. It's important because the Oregon Pay Equity Act requires us to be able to justify how much we pay a position.

BACKGROUND:

With the changes in Pay Equity laws in Oregon beginning January 1, 2019, City Manager Adam Brown wanted to create a Classification and Compensation Plan which provides the city with a system which complies with the law, streamlines the compensation process, and creates a justifiable classification.

While conducting research for the plan, staff also noted that the current policy requires that each position have a salary range. This practice was discontinued around 2008. The proposed plan would comply with the policy.

CURRENT SITUATION:

The city bases pay off of previous pay for the position. If there needs to be a change, it must go to the City Council every time for every position. There is no structure establishing vertical or horizontal equity between positions or salary ranges for positions.

The compensation portion of the plan establishes a range within which a position can be paid. A range tells the organization what the minimum and maximum value of a position is and gives the City Manager discretion and negotiation power when hiring.

The plan has four elements. It begins with each position's job description. The structure of all job descriptions was revised to create a consistent format across all positions.

A point factor analysis (PFA) was conducted for each non-represented position in the city. The PFA scores a 1-5 for eight separate factors found within a job description. These factors are primary job functions, experience, education, knowledge, fiscal responsibility, supervision of personnel, autonomy and responsibility, and scope and effect. A final category, market adjustment, is used to better match market comparability.

The final score of the PFA places each job within one of 26 categories called grades. Grades are part of the pay scale and establish vertical equity between jobs. Vertical equity creates a pay hierarchy which ensures that higher rated jobs are compensated more than the employees they supervise. It also ensures that jobs which are equal in responsibility are paid equally.

Each grade has a series of steps beginning with a base pay and increasing by 0.5% per step until step 45. The range between the base pay and the top step is 25%. The established range would be compliant with current city policy. Steps within each grade allow for employers and new employees to negotiate within a range, based on the employee's qualifications. Steps also allow for current employees to advance within a grade. An employee cannot move out of a grade unless they change positions within the city.

To allow employee advancement within a grade, the performance evaluation process has been adjusted. Instead of a merit based bonus, employees would be eligible to receive a raise based upon their performance evaluation. Currently, evaluation scores are between one and three. This would change to a range of one and five. Scores of three and lower would not be eligible for a raise. Scores above three would increase at the following rates: 3.01-3.3 (1 step); 3.31-3.6 (2 steps); 3.61- 3.9 (3 steps); 3.91-4.2 (4 steps); 4.21-4.5 (5 steps); 4.51-4.8 (6 steps); 4.81-5 (7 steps).

If an employee reaches the top step of their grade, they would be eligible for up to a \$2,000 bonus based on their performance evaluation.

ANALYSIS:

- A. **FINANCIAL** The Classification and Compensation Plan would add a total of \$41,975.95 to personnel wage costs. This amount has been built in to the budget pending City Council's approval.

This plan eliminates the conflict between supervisor and subordinate pay that now exists in the Fire Department and Police Department. Many subordinates in these two departments make far more than the Police Chief or Fire Chief.

- B. **TIMING** The proposed budget includes salaries based on the Classification and Compensation Plan. Staff will bring back a resolution to approve the Classification and Compensation Plan on May 9, 2019.
- C. **POLICY/LEGAL** Approval of the Classification and Compensation Plan would provide the city with a defensible system to show and justify vertical equity of positions. This would comply with Oregon's pay equity law. Approval would also re-establish the practice of salary ranges for positions which is compliant with current city policy.

ALTERNATIVES:

Take no action. We will not be in compliance with policy and will not have discretion in hiring salaries. Staff would be required to return to City Council before hiring if salaries were to be different from the previous rate.

RECOMMENDATION:

Staff recommends bringing back policy changes at the May Work Session.

ATTACHMENTS:

1. Classification and Compensation Plan



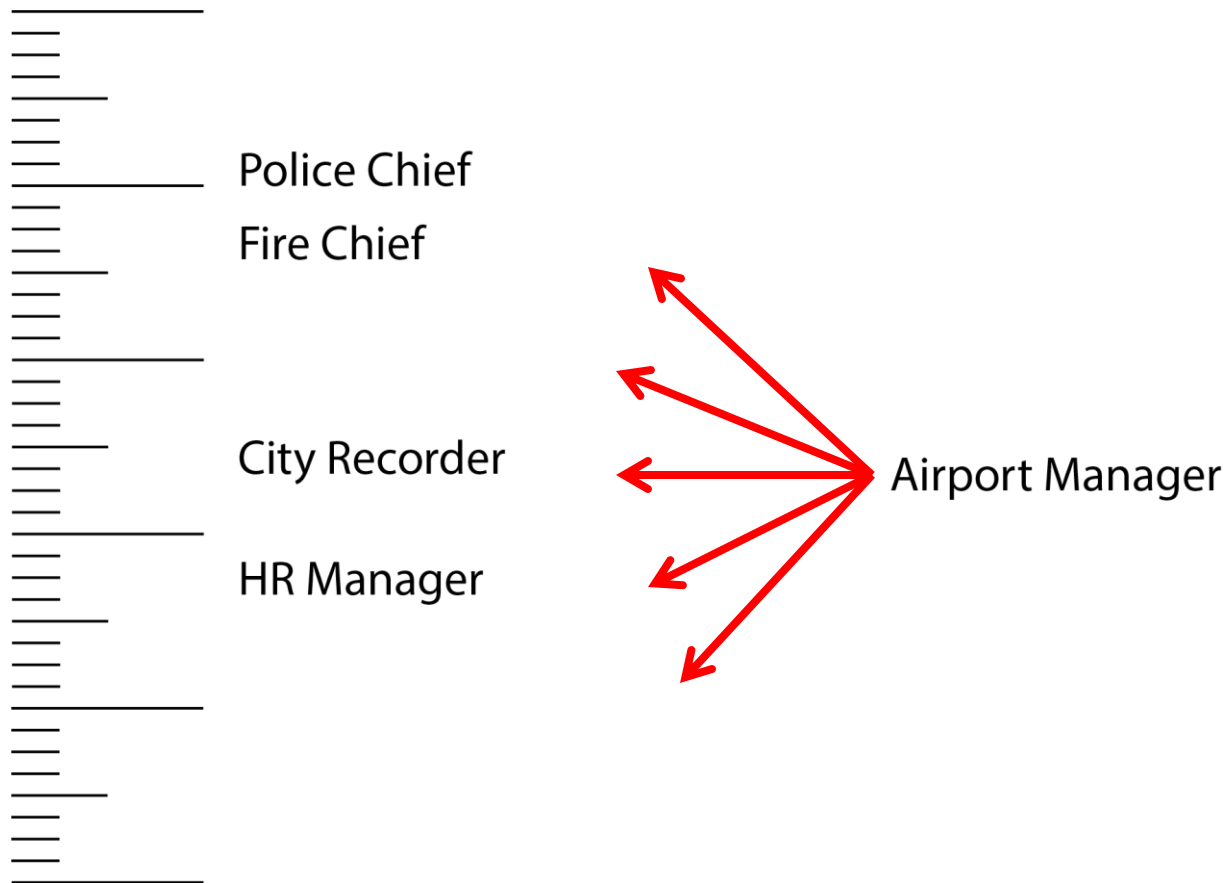
Classification and Compensation Plan

CITY COUNCIL MEETING
4/16/2019

Current Situation

- Currently no system (pay based off of previous salary)
- Once hired, salary is set
- Changed only for across the board market increases, if granted
- During annual performance evaluation, a lump sum bonus of up to 5% is given.

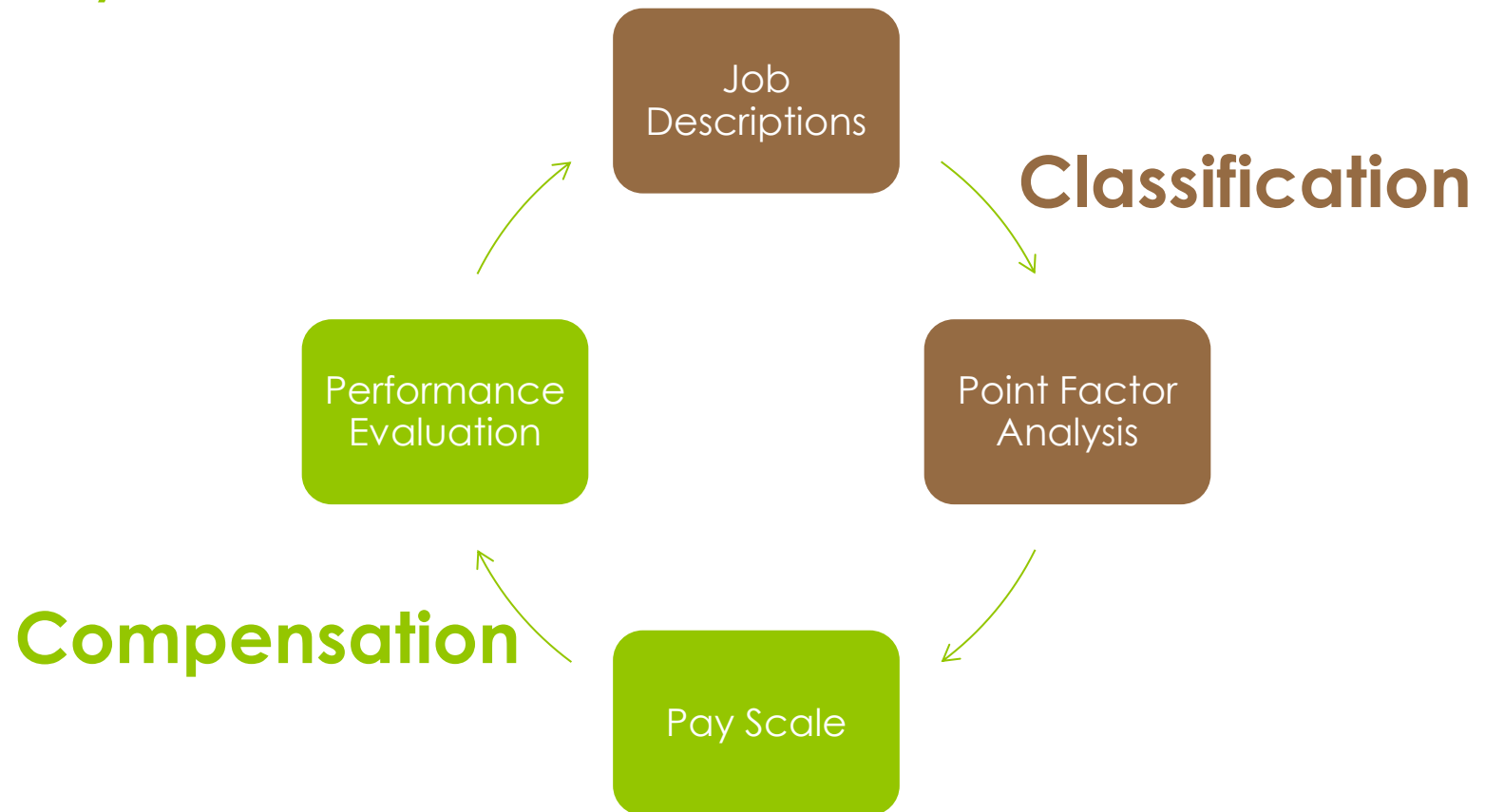
What is it? (Classification)



What is it? (Compensation)



Separate Pieces into One System



Job
Descriptions

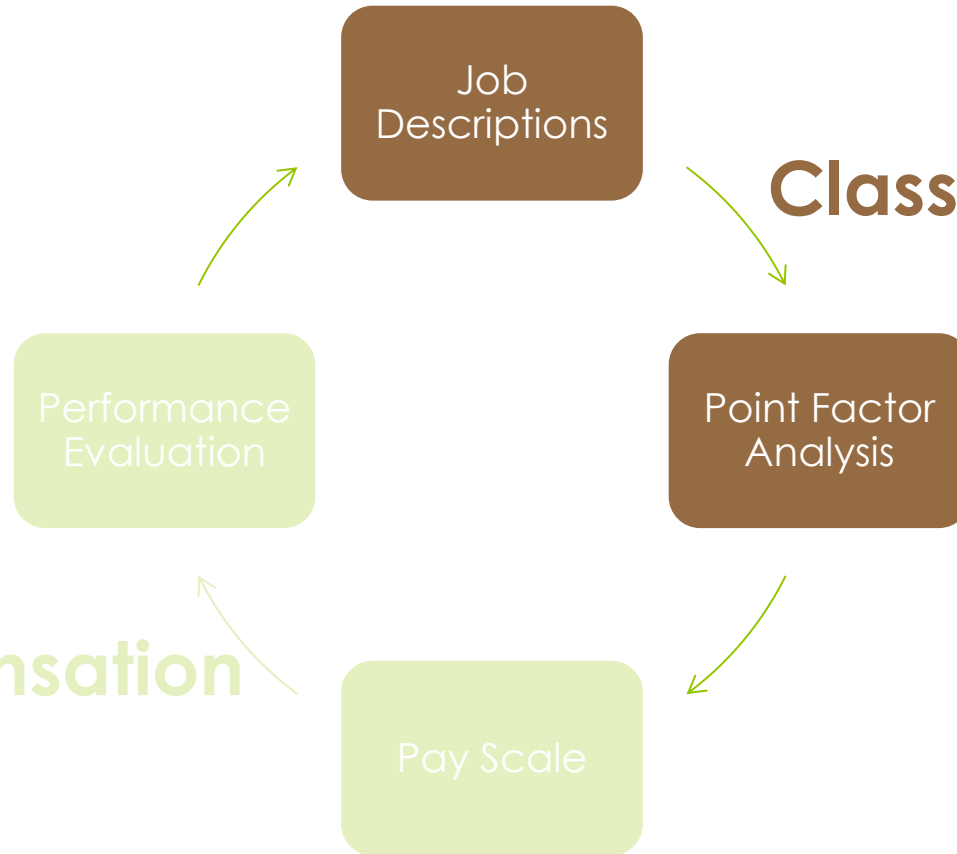
Classification

Point Factor
Analysis

Performance
Evaluation

Pay Scale

Compensation



Job Descriptions

Job Description



Job Title	Front Desk Receptionist	Job Grade	(E) \$13.66-\$17.09
Department	Administration	Exempt Status	Non-Exempt
Reports To	City Manager	Date Created	December 2018

Job Summary

Perform various customer service and accounting tasks primarily related to invoice and utility billing receipts and assists other City Hall departments with general customer service/greeting of public tasks.

Primary Job Functions:

- Greet and direct the public courteously and professionally, even when customers are complaining or irate
- Respond to inquiries from the public in person or over the telephone
- Answer telephone for all city departments and transfer calls appropriately
- Schedule meetings for departments in City Hall and other meeting facilities as requested.
- Receive over-the-counter and mailed payments and issue change and customer receipts
- Keep appropriate copies of checks and backup documentation as required for the Finance Department
- Post all payments to customer accounts within the cash receipts software program as received.
- Must be able to handle payments from customers and properly count money
- Generate proof lists and receivable reports as scheduled
- Distribute incoming mail using the staff and departmental mailboxes
- Issue special permits and licenses as assigned by various departments
- Act as the City's primary source for document pick-up
- Maintain an orderly filing system for job applications and permit information
- Develop and maintain cooperative and respectful work relationships with co-workers and supervisor
- Assist other department staff as requested, and workload permits
- Maintain the required standard of confidentiality for departmental and City-wide issues
- Maintain work areas in a clean and orderly manner
- Attendance and punctuality is a must in order to provide the appropriate customer service to the public
- Understand and follow City policies

Secondary Job Functions:

- Perform various general clerical tasks (typing, data entry, photocopying)
- Perform other tasks in support of department personnel as workload and staffing levels dictate
- Maintain proficiency by attending trainings and meetings, reading job-related materials, and meeting with others in areas of responsibility

Minimum Qualifications:

Knowledge, Skills, & Abilities

- Experience with customer service, cash receipts or customer account management experience; or any satisfactory combination of experience and training which demonstrates the knowledge, skills and abilities to perform the above duties.
- Must be a team player and work well with others

Education and Experience:

- High school diploma and experience in using a computer with Windows programs, 10-key calculator, multi-line phone system, and other office machines

Certificates/Licenses Required:

- None

Supervisory/Managerial Responsibility:

- None

Desirable Qualifications:

- Experience with Springbrook or other fund accounting software
- Spanish speaking

Work Environment:

- Usual office working conditions. The noise level in this work environment is typical of most offices. Fast paced work environment.

Physical Requirements Necessary to Perform this Job:

- Required to sit, communicate, reach and manipulate objects, tools or controls.
- The position requires mobility.
- Duties involve moving materials weighing up to 10 pounds on a regular basis and up to 25 pounds on an occasional basis.
- Manual dexterity and coordination are required over 50% of the work period while operating equipment such as computer keyboard, mouse, calculator and similar machines.

The above description covers the most significant duties performed but does not include other related occasional work

Non-Discrimination Policy

The City of Ontario will not discriminate against or harass any employee or applicant for employment because of race, color, creed, religion, national origin, sex, disability, age, marital status, sexual orientation, or status with regard to public assistance.

Updated: April 12, 2019

HR Manager

Date

Point Factor Analysis

Primary Job Performance	Experience	Education
Score 0-5	Score 0-5	Score 0-5
Knowledge, Skills, Abilities	Fiscal Responsibility	Supervision of Personnel
Score 0-5	Score 0-5	Score 0-5
Autonomy and Responsibility	Scope and Effect	Market Adjustment
Score 0-5	Score 0-5	Score 0-5

Vertical Equity

Position	Grade
	A
	B
	C
	D
Front Desk Receptionist	E
	F
Fire Admin Assistant	G
	H
	I
	J
	K
	L
Tech Specialist	M
HR Manager	N
Police Office Manager	N
Airport Manager	O
City Recorder	O
	P
	Q
Building Official	R
	S
	T
Comm/Econ Dev Director	U
Fire Chief	V
Police Chief	W
	X
	Y
	Z

Job
Descriptions

Classification

Point Factor
Analysis

Performance
Evaluation

Pay Scale

Compensation



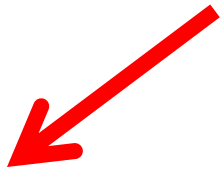
Pay Scale

Pay Scale

Grade	0.5% Base Pay	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	Step 21	Step 22	Step 23	Step 24	Step 25	Step 26	Step 27	Step 28	Step 29	Step 30	Step 31	Step 32	Step 33	Step 34	Step 35	Step 36	Step 37	Step 38	Step 39	Step 40	Step 41	Step 42	Step 43	Step 44	Step 45	Step Range	Grade Range	
A	Position	\$ 10.75	\$ 10.80	\$ 10.86	\$ 10.91	\$ 10.97	\$ 11.02	\$ 11.08	\$ 11.13	\$ 11.19	\$ 11.24	\$ 11.30	\$ 11.36	\$ 11.41	\$ 11.47	\$ 11.53	\$ 11.59	\$ 11.64	\$ 11.70	\$ 11.76	\$ 11.82	\$ 11.88	\$ 11.94	\$ 12.00	\$ 12.06	\$ 12.12	\$ 12.18	\$ 12.24	\$ 12.30	\$ 12.36	\$ 12.42	\$ 12.49	\$ 12.55	\$ 12.61	\$ 12.67	\$ 12.74	\$ 12.80	\$ 12.86	\$ 12.93	\$ 12.99	\$ 13.06	\$ 13.12	\$ 13.19	\$ 13.26	\$ 13.32	\$ 13.39	\$ 13.45	201.00	
B	Position	\$ 11.41	\$ 11.47	\$ 11.53	\$ 11.59	\$ 11.64	\$ 11.70	\$ 11.76	\$ 11.82	\$ 11.88	\$ 11.94	\$ 12.00	\$ 12.06	\$ 12.12	\$ 12.18	\$ 12.24	\$ 12.30	\$ 12.36	\$ 12.42	\$ 12.49	\$ 12.55	\$ 12.61	\$ 12.67	\$ 12.74	\$ 12.80	\$ 12.86	\$ 12.93	\$ 12.99	\$ 13.06	\$ 13.12	\$ 13.19	\$ 13.26	\$ 13.32	\$ 13.39	\$ 13.45	\$ 13.52	\$ 13.59	\$ 13.66	\$ 13.73	\$ 13.79	\$ 13.86	\$ 13.93	\$ 14.00	\$ 14.07	\$ 14.14	\$ 14.21	\$ 14.28	201.00	\$ 5.00
C	Position	\$ 12.12	\$ 12.18	\$ 12.24	\$ 12.30	\$ 12.36	\$ 12.42	\$ 12.49	\$ 12.55	\$ 12.61	\$ 12.67	\$ 12.74	\$ 12.80	\$ 12.86	\$ 12.93	\$ 12.99	\$ 13.06	\$ 13.12	\$ 13.19	\$ 13.26	\$ 13.32	\$ 13.39	\$ 13.45	\$ 13.52	\$ 13.59	\$ 13.66	\$ 13.73	\$ 13.79	\$ 13.86	\$ 13.93	\$ 14.00	\$ 14.07	\$ 14.14	\$ 14.21	\$ 14.28	\$ 14.36	\$ 14.43	\$ 14.50	\$ 14.57	\$ 14.65	\$ 14.72	\$ 14.79	\$ 14.87	\$ 14.94	\$ 15.02	\$ 15.09	\$ 15.17	201.00	\$ 5.00
D	Position	\$ 12.86	\$ 12.93	\$ 12.99	\$ 13.06	\$ 13.12	\$ 13.19	\$ 13.26	\$ 13.32	\$ 13.39	\$ 13.45	\$ 13.52	\$ 13.59	\$ 13.66	\$ 13.73	\$ 13.79	\$ 13.86	\$ 13.93	\$ 14.00	\$ 14.07	\$ 14.14	\$ 14.21	\$ 14.28	\$ 14.36	\$ 14.43	\$ 14.50	\$ 14.57	\$ 14.65	\$ 14.72	\$ 14.79	\$ 14.87	\$ 14.94	\$ 15.02	\$ 15.09	\$ 15.17	\$ 15.24	\$ 15.32	\$ 15.39	\$ 15.47	\$ 15.55	\$ 15.63	\$ 15.70	\$ 15.78	\$ 15.86	\$ 15.94	\$ 16.02	\$ 16.10	201.00	\$ 5.00
E	Position	\$ 13.66	\$ 13.73	\$ 13.79	\$ 13.86	\$ 13.93	\$ 14.00	\$ 14.07	\$ 14.14	\$ 14.21	\$ 14.28	\$ 14.36	\$ 14.43	\$ 14.50	\$ 14.57	\$ 14.65	\$ 14.72	\$ 14.79	\$ 14.87	\$ 14.94	\$ 15.02	\$ 15.09	\$ 15.17	\$ 15.24	\$ 15.32	\$ 15.39	\$ 15.47	\$ 15.55	\$ 15.63	\$ 15.70	\$ 15.78	\$ 15.86	\$ 15.94	\$ 16.02	\$ 16.10	\$ 16.18	\$ 16.26	\$ 16.34	\$ 16.43	\$ 16.51	\$ 16.59	\$ 16.67	\$ 16.76	\$ 16.84	\$ 16.92	\$ 17.01	\$ 17.09	201.00	\$ 15.00
F	Position	\$ 14.50	\$ 14.57	\$ 14.65	\$ 14.72	\$ 14.79	\$ 14.87	\$ 14.94	\$ 15.02	\$ 15.09	\$ 15.17	\$ 15.24	\$ 15.32	\$ 15.39	\$ 15.47	\$ 15.55	\$ 15.63	\$ 15.70	\$ 15.78	\$ 15.86	\$ 15.94	\$ 16.02	\$ 16.10	\$ 16.18	\$ 16.26	\$ 16.34	\$ 16.43	\$ 16.51	\$ 16.59	\$ 16.67	\$ 16.76	\$ 16.84	\$ 16.92	\$ 17.01	\$ 17.09	\$ 17.18	\$ 17.27	\$ 17.35	\$ 17.44	\$ 17.53	\$ 17.61	\$ 17.70	\$ 17.79	\$ 17.88	\$ 17.97	\$ 18.06	\$ 18.15	201.00	\$ 15.00
G	Position	\$ 15.39	\$ 15.47	\$ 15.55	\$ 15.63	\$ 15.70	\$ 15.78	\$ 15.86	\$ 15.94	\$ 16.02	\$ 16.10	\$ 16.18	\$ 16.26	\$ 16.34	\$ 16.43	\$ 16.51	\$ 16.59	\$ 16.67	\$ 16.76	\$ 16.84	\$ 16.92	\$ 17.01	\$ 17.09	\$ 17.18	\$ 17.27	\$ 17.35	\$ 17.44	\$ 17.53	\$ 17.61	\$ 17.70	\$ 17.79	\$ 17.88	\$ 17.97	\$ 18.06	\$ 18.15	\$ 18.24	\$ 18.33	\$ 18.											

Pay Scale (Grades)

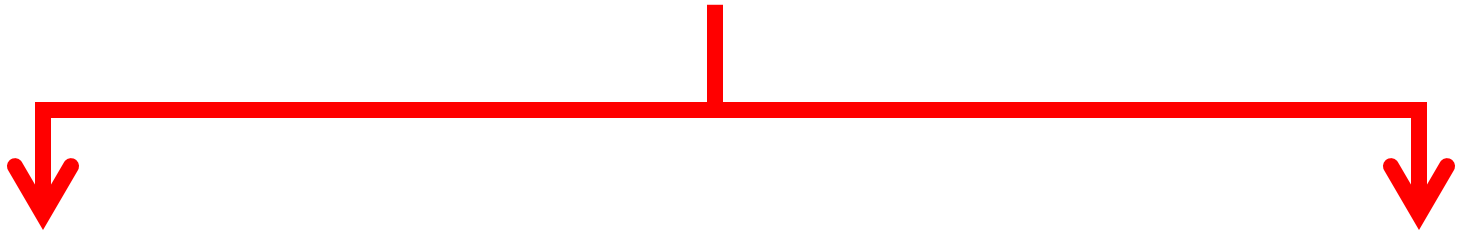
Positions are placed in a grade (A-Z)



Grade	Base Pay	Step 5	Step 10	Step 15	Step 20	Step 25	Step 30	Step 35	Step 40	Step 45
A	\$ 10.75	\$ 11.02	\$ 11.30	\$ 11.59	\$ 11.88	\$ 12.18	\$ 12.49	\$ 12.80	\$ 13.12	\$ 13.45
B	\$ 11.41	\$ 11.70	\$ 12.00	\$ 12.30	\$ 12.61	\$ 12.93	\$ 13.26	\$ 13.59	\$ 13.93	\$ 14.28
C	\$ 12.12	\$ 12.42	\$ 12.74	\$ 13.06	\$ 13.39	\$ 13.73	\$ 14.07	\$ 14.43	\$ 14.79	\$ 15.17
D	\$ 12.86	\$ 13.19	\$ 13.52	\$ 13.86	\$ 14.21	\$ 14.57	\$ 14.94	\$ 15.32	\$ 15.70	\$ 16.10
E	\$ 13.66	\$ 14.00	\$ 14.36	\$ 14.72	\$ 15.09	\$ 15.47	\$ 15.86	\$ 16.26	\$ 16.67	\$ 17.09

Pay Scale (Steps)

An employees pay falls within the position's range



Grade	Base Pay	Step 5	Step 10	Step 15	Step 20	Step 25	Step 30	Step 35	Step 40	Step 45
A	\$ 10.75	\$ 11.02	\$ 11.30	\$ 11.59	\$ 11.88	\$ 12.18	\$ 12.49	\$ 12.80	\$ 13.12	\$ 13.45
B	\$ 11.41	\$ 11.70	\$ 12.00	\$ 12.30	\$ 12.61	\$ 12.93	\$ 13.26	\$ 13.59	\$ 13.93	\$ 14.28
C	\$ 12.12	\$ 12.42	\$ 12.74	\$ 13.06	\$ 13.39	\$ 13.73	\$ 14.07	\$ 14.43	\$ 14.79	\$ 15.17
D	\$ 12.86	\$ 13.19	\$ 13.52	\$ 13.86	\$ 14.21	\$ 14.57	\$ 14.94	\$ 15.32	\$ 15.70	\$ 16.10
E	\$ 13.66	\$ 14.00	\$ 14.36	\$ 14.72	\$ 15.09	\$ 15.47	\$ 15.86	\$ 16.26	\$ 16.67	\$ 17.09

Performance Evaluation

Evaluation Score		Step Increase	% Increase
Min	Max		
1	3	0	0%
3.01	3.3	1	0.50%
3.31	3.6	2	1%
3.61	3.9	3	1.50%
3.91	4.2	4	2%
4.21	4.5	5	2.50%
4.51	4.8	6	3%
4.81	5	7	3.50%

Capped out: Eligible for \$2,000 based on Performance Evaluation

Policy Changes

- Salary Increases
- Merit Increase
- Performance Evaluation

Accounts Payable

Checks by Date - Summary by Check Date

User: kari.ott
Printed: 4/12/2019 4:33 PM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
124336	005800	Action Medical, Inc.	03/01/2019	61.20
124337	&525	American Staffing, Inc.	03/01/2019	728.20
124338	130624	B & W Car Wash	03/01/2019	6.00
124339	626400	Campo & Poole Distributing, LLC	03/01/2019	2,750.82
124340	144000	Cascade Natural Gas Corporation	03/01/2019	280.23
124341	637830	Century Link	03/01/2019	722.01
124342	364000	Clarion Inn	03/01/2019	137.62
124343	879247	Day Wireless Systems	03/01/2019	470.00
124344	237002	Dell Marketing, L.P.	03/01/2019	5,851.56
124346	376000	Idaho Power	03/01/2019	5,518.05
124347	420000	John Deere Financial	03/01/2019	52.32
124348	879191	Kristy's Custom Sewing	03/01/2019	6.00
124349	441140	Looks Nu, Inc.	03/01/2019	70.00
124350	583450	State of Oregon Dept of Corrections	03/01/2019	2,950.00
124351	716553	Saint Luke's	03/01/2019	206.00
124352	686822	Sprint	03/01/2019	52.31
124353	702008	Staples Business Credit	03/01/2019	1,033.71
124354	879146	Toshiba Financial Services	03/01/2019	1,638.95
124355	879212	Uniforms 2 Gear	03/01/2019	815.40
124356	878957	Valli Information Systems, Inc.	03/01/2019	2,119.00
124357	288897	Verizon	03/01/2019	2,200.68
124358	774001	Wtechlink	03/01/2019	300.00
124359	&260	Four Rivers Cultural Center	03/01/2019	9,538.79
124360	UB*11606	KGB PROPERTIES, LLC *	03/01/2019	16.15
124361	539200	Ontario Area Chamber of Commerce	03/01/2019	6,140.49
124362	879351	The Parents of Adrian & Anthony Ramirez	03/01/2019	20.00
Total for 3/1/2019:				43,685.49
124363	&525	American Staffing, Inc.	03/08/2019	673.91
124364	037600	AT&T	03/08/2019	21.50
124365	21409	Big Sky Sportswear	03/08/2019	1,603.82
124366	626400	Campo & Poole Distributing, LLC	03/08/2019	1,925.31
124367	637828	Century Link Communications, LLC	03/08/2019	98.20
124368	270285	Enhanced Telecommunications & Data, Inc	03/08/2019	97.00
124369	634311	Frazier Aviation, LLC	03/08/2019	425.00
124370	436000	Lindsay Eco Water	03/08/2019	7.00
124371	879301	Net Assets Corporation	03/08/2019	204.00
124372	572000	Ontario Sanitary Service, Inc.	03/08/2019	313.06
124373	878923	Oregon Volunteer Firefighters Association	03/08/2019	686.00
124374	602520	Payette County Recreation District	03/08/2019	1,200.00
124375	666192	Savvy Software, Inc.	03/08/2019	240.00
124376	702008	Staples Business Credit	03/08/2019	399.96
124377	&357	Larry A. Sullivan	03/08/2019	1,947.50
124378	878931	Tire Factory of Ontario	03/08/2019	40.00
124379	788402	TransUnion Risk & Alternative Data Soluti	03/08/2019	140.00
124380	879122	Uline	03/08/2019	100.06

Check No	Vendor No	Vendor Name	Check Date	Check Amount
124381	841600	Warmsprings Irrigation District	03/08/2019	4,633.00
124382	842030	Warrington Construction	03/08/2019	141,625.86
124383	879151	Waste-Pro	03/08/2019	30.00
124384	007140	Liz Amason	03/08/2019	167.75
124385	879353	Bluebird Ontario, LLC	03/08/2019	5,815.56
124386	114239	Chris Bolyard	03/08/2019	215.50
124387	UB*11610	FIRST INTERSTATE BANK	03/08/2019	64.22
124388	&260	Four Rivers Cultural Center	03/08/2019	4,000.00
124389	879352	The Parents of Salvador & Isaac Herrera Ci	03/08/2019	88.00
124390	UB*11607	KGB PROPERTIES, LLC *	03/08/2019	116.90
124391	UB*11609	KGB PROPERTIES, LLC *	03/08/2019	103.39
124392	451350	Malheur County Fair Board	03/08/2019	5,000.00
124393	539200	Ontario Area Chamber of Commerce	03/08/2019	5,000.00
124394	PARK	Ronald Park	03/08/2019	55.29
124395	UB*11608	REYNETT REYES	03/08/2019	45.51
124396	738001	James Swank	03/08/2019	48.99
124397	T770949	David Thompson	03/08/2019	10,000.00
Total for 3/8/2019:				187,132.29
124398	&525	American Staffing, Inc.	03/15/2019	612.84
124399	028000	Anderson Perry & Associates, Inc.	03/15/2019	15,000.00
124400	879130	Ani-Care Animal Shelter, Inc.	03/15/2019	1,370.08
124401	033300	Argus Observer	03/15/2019	81.00
124402	130950	Cable One	03/15/2019	304.76
124403	144000	Cascade Natural Gas Corporation	03/15/2019	1,384.69
124404	637830	Century Link	03/15/2019	513.41
124405	520400	Dorman's, Inc.	03/15/2019	27.60
124406	360015	Home Depot Credit Services	03/15/2019	28.85
124407	382005	Interpath Laboratory, Inc.	03/15/2019	94.50
124408	879191	Kristy's Custom Sewing	03/15/2019	6.00
124409	441140	Looks Nu, Inc.	03/15/2019	20.00
124410	477523	Municipal Code Corporation	03/15/2019	1,166.83
124411	516494	State of Oregon Department of Transportati	03/15/2019	365.44
124412	528405	Oster Professional Group, LLC	03/15/2019	23,812.00
124413	879166	Pitney Bowes Global Financial Services, LI	03/15/2019	953.25
124414	879145	Silver Signet, LLC	03/15/2019	53.00
124415	788301	TVCC-Business, Workforce & Community	03/15/2019	296.00
124416	878957	Valli Information Systems, Inc.	03/15/2019	2,139.85
124417	824690	Viking Automatic Sprinkler Company	03/15/2019	1,570.23
124418	878992	Wolfcom Enterprises	03/15/2019	250.00
124419	UB*11613	MARIA ALONSO CID	03/15/2019	37.53
124420	UB*11611	SHANNON BRADY	03/15/2019	138.75
124421	405947	Ben Esplin	03/15/2019	152.50
124422	879354	The Parents of Raymond Gomez	03/15/2019	62.00
124423	879355	The Parents of Zane Johnson	03/15/2019	54.00
124424	UB*11612	HUNTER ROBBINS	03/15/2019	130.33
Total for 3/15/2019:				50,625.44
124425	832852	Wells Fargo Business Elite Card	03/22/2019	6,978.36
124426	879276	The Anderson Group, Inc.	03/22/2019	1,800.00
124427	005000	A-1 Key & Lock	03/22/2019	23.50
124428	&525	American Staffing, Inc.	03/22/2019	825.17
124429	034240	Art's Service, Inc.	03/22/2019	1,000.00
124430	879356	Bixby & Sons Towing	03/22/2019	175.00
124431	130950	Cable One	03/22/2019	63.75

Check No	Vendor No	Vendor Name	Check Date	Check Amount
124432	626400	Campo & Poole Distributing, LLC	03/22/2019	3,348.14
124433	144000	Cascade Natural Gas Corporation	03/22/2019	265.90
124434	879345	Harden Psychological Associates, P.C.	03/22/2019	495.00
124435	376000	Idaho Power	03/22/2019	1,457.33
124436	412500	Keller Associates, Inc.	03/22/2019	3,300.00
124437	879191	Kristy's Custom Sewing	03/22/2019	29.00
124438	879328	Malheur County GIS	03/22/2019	20.00
124439	879173	Tonia Montgomery	03/22/2019	60.00
124440	879358	Nutrien Ag Solutions	03/22/2019	999.90
124441	879988	Nyssa Fire Department	03/22/2019	100.00
124442	879357	State of Oregon Aircraft Registration	03/22/2019	25.00
124443	642093	Red's Automotive Repair, Inc.	03/22/2019	343.52
124444	879138	Stantec Consulting Services, Inc.	03/22/2019	6,172.25
124445	774300	T-N-T Signs & Graphics	03/22/2019	95.00
124446	879324	Merri Gammage	03/22/2019	21.27
124447	UB*11615	Michael Bair / Lesa Rodgers	03/22/2019	79.43
124448	UB*11616	City of Ontario	03/22/2019	98.24
124449	UB*11614	ESMERALDA ONTIVEROS	03/22/2019	103.15
124450	879359	The Parents of Alexis Rangel	03/22/2019	26.00
124451	UB*11617	ELAINE RUSSELL	03/22/2019	72.57
124452	879360	Gabino Salgado	03/22/2019	250.00
Total for 3/22/2019:				28,227.48
124453	718360	State of Oregon Water Resources	03/26/2019	670.00
Total for 3/26/2019:				670.00
124454	480000	911 Supply	03/29/2019	105.20
124455	&525	American Staffing, Inc.	03/29/2019	410.36
124456	637830	Century Link	03/29/2019	716.66
124457	878915	CH2M Hill OMI	03/29/2019	451,985.95
124458	183201	CK3, LLC	03/29/2019	12,192.50
124459	364000	Clarion Inn	03/29/2019	146.12
124460	206557	Creative Product Source, Inc.	03/29/2019	57.98
124461	376000	Idaho Power	03/29/2019	3,993.91
124462	420000	John Deere Financial	03/29/2019	17.99
124463	879191	Kristy's Custom Sewing	03/29/2019	30.00
124464	440000	L.N. Curtis and Sons	03/29/2019	341.26
124465	462397	L-3 Mobile-Vision, Inc.	03/29/2019	229.85
124466	879328	Malheur County GIS	03/29/2019	140.00
124467	879101	Mountain West Bank	03/29/2019	63,175.54
124468	572000	Ontario Sanitary Service, Inc.	03/29/2019	313.06
124469	516770	Oregon City Planning Directors Associator	03/29/2019	85.00
124470	240100	State of Oregon Dept of Consumer & Busir	03/29/2019	2,474.21
124471	626654	The Police and Sheriffs Press, Inc.	03/29/2019	47.92
124472	642093	Red's Automotive Repair, Inc.	03/29/2019	336.50
124473	686822	Sprint	03/29/2019	52.31
124474	&275	Sun Guard Window Tinting	03/29/2019	35.00
124475	288897	Verizon	03/29/2019	5,300.79
124476	832697	Virtual Graffiti, Inc.	03/29/2019	1,120.00
124477	842030	Warrington Construction	03/29/2019	77,287.58
124478	&260	Four Rivers Cultural Center	03/29/2019	8,892.24
124479	UB*11619	HAWKINS COMPANIES	03/29/2019	532.24
124480	539200	Ontario Area Chamber of Commerce	03/29/2019	5,555.65
124481	UB*11618	TORY PFLIGER	03/29/2019	60.09
124482	684622	Marcy Siriwardene	03/29/2019	132.24

Check No	Vendor No	Vendor Name	Check Date	Check Amount
			Total for 3/29/2019:	635,768.15
124487	&525	American Staffing, Inc.	04/05/2019	1,189.75
124488	033300	Argus Observer	04/05/2019	192.40
124489	130624	B & W Car Wash	04/05/2019	24.00
124490	626400	Campo & Poole Distributing, LLC	04/05/2019	3,638.75
124491	336725	Core & Main	04/05/2019	45,024.00
124492	879247	Day Wireless Systems	04/05/2019	470.00
124493	520400	Dorman's, Inc.	04/05/2019	48.60
124494	634311	Frazier Aviation, LLC	04/05/2019	425.00
124495	408200	J-U-B Engineers, Inc.	04/05/2019	10,376.45
124496	602320	NAPA Auto Parts	04/05/2019	36.29
124497	486245	National Pen Co., LLC	04/05/2019	112.64
124498	879301	Net Assets Corporation	04/05/2019	168.00
124499	501200	Norm's Auto Electric	04/05/2019	149.95
124500	532000	Ontario Bearing & Hydraulic, Inc.	04/05/2019	2.92
124501	614087	Peace Officers Research Association of Cal	04/05/2019	301.50
124502	368050	Robb Enterprises	04/05/2019	29.97
124503	682495	SBE Oregon, LLC	04/05/2019	1,123.47
124504	702008	Staples Business Credit	04/05/2019	290.17
124505	878931	Tire Factory of Ontario	04/05/2019	2,460.00
124506	788402	TransUnion Risk & Alternative Data Soluti	04/05/2019	140.25
124507	842030	Warrington Construction	04/05/2019	30,687.00
124508	879151	Waste-Pro	04/05/2019	30.00
124509	774001	Wtechlink	04/05/2019	300.00
124510	BENSON	Clint Benson	04/05/2019	15.00
124511	114239	Chris Bolyard	04/05/2019	66.98
			Total for 4/5/2019:	97,303.09
124512	&260	Four Rivers Cultural Center	04/09/2019	4,013.92
124513	539200	Ontario Area Chamber of Commerce	04/09/2019	3,636.14
			Total for 4/9/2019:	7,650.06
124514	&525	American Staffing, Inc.	04/12/2019	1,483.74
124515	037600	AT&T	04/12/2019	21.50
124516	130624	B & W Car Wash	04/12/2019	9.00
124517	21409	Big Sky Sportswear	04/12/2019	8,772.00
124518	130950	Cable One	04/12/2019	317.91
124519	144000	Cascade Natural Gas Corporation	04/12/2019	1,146.93
124520	637830	Century Link	04/12/2019	514.10
124521	637828	Century Link Communications, LLC	04/12/2019	75.22
124522	879191	Kristy's Custom Sewing	04/12/2019	24.00
124523	440000	L.N. Curtis and Sons	04/12/2019	50.00
124524	436000	Lindsay Eco Water	04/12/2019	12.00
124525	456402	Malheur County Clerk	04/12/2019	5.00
124526	516494	State of Oregon Department of Transportati	04/12/2019	223.18
124527	601808	Pacific Steel	04/12/2019	8,467.20
124528	618100	Physicians Primary Care Center, Inc.	04/12/2019	224.00
124529	642093	Red's Automotive Repair, Inc.	04/12/2019	104.84
124530	716553	Saint Luke's	04/12/2019	494.00
124531	&357	Larry A. Sullivan	04/12/2019	1,625.00
124532	879146	Toshiba Financial Services	04/12/2019	3,443.78
124533	879364	UltraPlay	04/12/2019	19,187.80

Check No	Vendor No	Vendor Name	Check Date	Check Amount
124534	879212	Uniforms 2 Gear	04/12/2019	194.08
124535	878992	Wolfcom Enterprises	04/12/2019	319.00
124536	UB*11610	FIRST INTERSTATE BANK	04/12/2019	85.75
124537	UB*11629	HICKORY FARMS	04/12/2019	54.50
124538	UB*11625	ROD & SHELIA HUTCHINSON	04/12/2019	80.50
124539	UB*11626	ROCKY KERNS	04/12/2019	5.61
124540	UB*11627	BRAD KUSHLAN	04/12/2019	40.46
124541	879363	Danielle Llamas	04/12/2019	125.00
124542	UB*11621	XOCHITL MENDOZA	04/12/2019	170.00
124543	UB*11628	BILLY MONTOYA	04/12/2019	44.52
124544	UB*11624	CEFERINO PERALTA \$	04/12/2019	75.53
124545	879135	Jonathan Rico	04/12/2019	18.78
124546	UB*11620	SILVERCREEK REALTY GROUP	04/12/2019	156.02
124547	UB*11623	DAVID THOMPSON	04/12/2019	8.30
124548	UB*11622	MANDY TRAVIS	04/12/2019	34.30
Total for 4/12/2019:				47,613.55
Report Total (208 checks):				1,098,675.55