

**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, DECEMBER 5, 2019, 6:00 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 December 3, 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) PRESENTATIONS

A) Pheasants Forever Update: Dave Stiefvater and Phil Milburn

6) OLD BUSINESS

- A) Ordinance # 2754-2019: An Ordinance Proclaiming the Annexation and Rezoning of Certain Territory to the City of Ontario, Being a Parcel Within the NW1/4 Section 33, Township 17 South, Range 47 East, W.M.; and Withdrawing said Territory from the Ontario Rural Fire Protection District 7-302 and the Ontario Rural Road Assessment District No. 3, on Second and Final Reading by Title Only
- B) Homeless Project Update

7) NEW BUSINESS

- A) SNJ Online: Goodfellow Project - Request for the City Council to Initiate a Vacation on Council's Own Motion
- B) Resolution 2019-136: Supplemental Budget to Receive and Expend Unexpected Police Revenues
- C) Ordinance #2767-2019: Amending Title 2, Chapter 5, Renaming "Park And Recreation Board" to "Parks Committee" and Amending the Rules for the Committee, on First Reading by Title Only

8) DEPARTMENT HEAD UPDATES

- A) Finance ~ Monthly Report
- B) Community Development ~ Annual Report
- C) Fire ~ Quarterly Report
- D) Human Resources ~ Annual Report

9) DISCUSSION ITEMS

- A) Beck Kiwanis Baseball Field
- B) Recommendation from Marijuana Ad Hoc Committee to Create an Illegal Drug Committee
- C) Bike Trail

10) HAND-OUTS

- A) Minutes:
County Court ~ 10-30-2019
- B) Packet ~ V&C Board 12-05-2019 Meeting w/11-07-2019 Minutes
- C) Monthly Stats:
Fire & Rescue ~ Nov 2019
Code Enforcement ~ Nov 2019
Police ~ Nov 2019
Public Works ~ Nov 2019

11) CORRESPONDENCE, COMMENTS AND EX-OFFICIO REPORTS

12) EXECUTIVE SESSION

- A) ORS 192.660(2)(h)

13) ADJOURN



Ontario Recreational Access Report

From Malheur County Chapter of Pheasants Forever

March 4, 2019

The Ontario Recreational Access area was opened to the public on September 1, 2008. The goal was to provide recreational opportunities to a wide variety of potential users. The access project was funded by the Oregon Department of Fish & Wildlife (ODFW) - Access & Habitat (A & H) Grant and the Malheur County Chapter of Pheasants Forever (PF). A & H paid the City of Ontario \$5,100 annually for public access to previously inaccessible City property.

The original access project is located on the City of Ontario Wastewater Treatment property northwest of Ontario. In 2015, the City of Ontario graciously waived the fee for access indefinitely. ODFW, PF, and the City entered into an agreement for continuing use of the property as a public recreational access area. This project is the first of its kind in Oregon.

The Malheur County Chapter of Pheasants Forever enjoys a unique partnership with the City of Ontario, Oregon Department of Fish and Wildlife, and the Treasure Valley Community College (TVCC) - Natural Resource Department. TVCC students provide valuable assistance with habitat projects and fundraisers. Pheasants Forever provides funding and scholarships for Natural Resource Department students at TVCC. These Partners continue to work together to expand public access to outdoor recreation and wildlife habitat. In 2015, they added the Skyline access area as an additional A & H public access project. This site provides access to the City of Ontario's Wastewater Treatment area as well as farm acreage on Skyline Farms in cooperation with the A & H program. Pheasants Forever will work with the City and ODFW, to continue to improve habitat at the Skyline Access site.

Visitors to the recreational access areas are asked to complete an access permit form and place Part A of the form into a drop box before entering the property. Visitors are encouraged to complete Part B of the form upon return to the kiosk which serves as a report of the visitor's experience at the site. Pheasants Forever and TVCC Natural Resource students collect the forms from the drop boxes and download the data to create a harvest report. Harvest report data includes the number of visitors, city of residence and wildlife harvest information.

As of January 31, 2019, 4,399 visitors to the original access area completed the access permit questionnaires. This is an average of 400 visitors each year. Out-of-state and non-local hunters make up 17% to 20% of visitors annually. The access areas have been used by hunters from 32 states, including Alaska, Mississippi, Utah, Pennsylvania, Ohio, Maine, and Tennessee. The harvest report for the 2018-2019 bird hunting season revealed that 313 visitors enjoyed the access area. They harvested 27 quail, 116 doves, 21 rooster pheasants, 119 ducks, and 23 geese.

The harvest report demonstrates the ongoing cooperative project is tremendously successful and provides excellent opportunities for the public to enjoy easy access to hunting, fishing, hiking, and more. The Malheur County Chapter of Pheasants Forever strives to better the quality of the experiences offered by the Ontario Recreational Access projects through ongoing habitat improvement and development.

Dave Stiefvater
PF Habitat Coordinator
541-881-6491



**AGENDA REPORT
OLD BUSINESS
December 5, 2019**

To: Mayor and City Council

FROM: Dan Cummings, Community Development Director

THROUGH: Adam J. Brown, City Manager

SUBJECT: **ORDINANCE # 2754-2019: AN ORDINANCE PROCLAIMING THE ANNEXATION AND REZONING OF CERTAIN TERRITORY TO THE CITY OF ONTARIO, BEING A PARCEL WITHIN THE NW1/4 SECTION 33, TOWNSHIP 17 SOUTH, RANGE 47 EAST, W.M.; AND WITHDRAWING SAID TERRITORY FROM THE ONTARIO RURAL FIRE PROTECTION DISTRICT 7-302 AND THE ONTARIO RURAL ROAD ASSESSMENT DISTRICT NO. 3, ON SECOND AND FINAL READING BY TITLE ONLY**

DATE: November 27, 2019

PROPOSED MOTION:

A. APPROVAL:

1. I MOVE THE CITY COUNCIL ACCEPTS THE FINDINGS OF FACTS AND RECOMMENDATION OF THE PLANNING COMMISSION ON PLANNING ACTION 2019-03-24AZ A REQUEST FOR ANNEXATION AND REZONE OF A PARCEL OF LAND FROM URBAN GROWTH AREA INDUSTRIAL (UGA I-1) TO THE CITY LIGHT INDUSTRIAL (I-1) ZONE AND APPROVE ORDINANCE #2754-2019 AN ORDINANCE PROCLAIMING THE ANNEXATION AND REZONING OF CERTAIN TERRITORY TO THE CITY OF ONTARIO, BEING A PARCEL WITHIN THE NW1/4 SECTION 33, TOWNSHIP 17 SOUTH RANGE 47 EAST, W.M.; AND WITHDRAWING SAID TERRITORY FROM THE ONTARIO RURAL FIRE PROTECTION DISTRICT 7-302 AND THE ONTARIO RURAL ROAD ASSESSMENT DISTRICT NO. 3 ON SECOND READING BY TITLE ONLY.

B. DENIAL:

1. I MOVE THAT THE CITY COUNCIL DENY THE REQUEST FOR ANNEXATION AND REZONE OF THE SUBJECT PROPERTY AS SET FORTH IN ACTION 2019-03-24AZ AND ORDINANCE #2754-2019, BASED ON THE FOLLOWING REASONING AND FINDINGS OF FACTS: (STATE REASONS AND FINDINGS)

SUMMARY:

The applicant owns a parcel of land known as 17S4733B, Tax Lot 3400. The applicants wish to annex and rezone the property into the city for further development, and to connect to city sanitary sewer and water as they further develop the property to its fullest potential. This application, if approved, will result in the annexation of 1.33 acres, plus right of way for NW 11th Street and NW 24th Avenue into the city and rezone the property from Urban Growth Area Industrial (UGA I-1) to City Light Industrial (I-1).

BACKGROUND:

On May 21, 2019, at a Public Hearing the City Council accepted the recommendation of the Planning Commission and approved Ordinance #2754-2019, an ordinance proclaiming the annexation and rezoning of certain territory to the City of Ontario on First reading by Title Only.

RECOMMENDATION:

Staff recommends that the City Council accept the recommendation and Conditions of Approval from the Planning Commission on Planning Action 2019-03-24AZ and approve Ordinance #2754-2019 on Second and Final Reading by Title Only.

ATTACHMENTS:

1. Ord #2754-2019



ORDINANCE #2754-2019

AN ORDINANCE PROCLAIMING THE ANNEXATION AND REZONING OF CERTAIN TERRITORY TO THE CITY OF ONTARIO, BEING A PARCEL WITHIN THE NW1/4 SECTION 33, TOWNSHIP 17 SOUTH RANGE 47 EAST, W.M.; AND WITHDRAWING SAID TERRITORY FROM THE ONTARIO RURAL FIRE PROTECTION DISTRICT 7-302 AND THE ONTARIO RURAL ROAD ASSESSMENT DISTRICT NO. 3.

- WHEREAS,** There has been submitted to the City of Ontario a written request for annexation and rezoning to the City signed by 100% of the owners of land within the affected territory to be annexed; and
- WHEREAS,** All of the owners of land in that territory have consented in writing to the annexation of their land in the territory and have filed a statement of their consent with the legislative body of the City; and
- WHEREAS,** The City Charter does not expressly require the City to submit a proposal of annexation of territory to the electors of the City; and
- WHEREAS,** All the owners have requested the lands to be rezoned from UGA Industrial (UGA I-1) to City Light Industrial (I-1); and
- WHEREAS,** The City desires to withdraw the land to be annexed from the ONTARIO RURAL FIRE PROTECTION DISTRICT 7-302, pursuant to ORS 222.120(5) and has received assent from the Districts to do so;
- WHEREAS,** The City desires to withdraw the land to be annexed from the ONTARIO RURAL ROAD ASSESSMENT DISTRICT No. 3, pursuant to ORS 222.120(5) and has received assent from the Districts to do so;

NOW THEREFORE, THE CITY OF ONTARIO ORDAINS AS FOLLOWS:

1. Annexation Area. The following contiguous territory be and the same is hereby annexed: The property legally described and mapped in the attached Exhibits "A" and "B" respectively.
2. Rezoning. That based on the Planning Commission findings and recommendation in Planning Action 2019-03-24AZ, the lands as shown and described in the attached Exhibits "A" and "B" be rezoned from UGA Industrial (UGA I-1) to City Light Industrial (I-1).
3. Withdrawing above described area from Ontario Rural Fire Protection District 7-302. 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 withdrawn from the Ontario Rural fire Protection District No. 7-302 on the effective date of this annexation pursuant to ORS 222.120(5).

4. Withdrawing above described area from Ontario Rural Road Assessment District No. 3. 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 withdrawn from the Ontario Rural Road Assessment District No. 3 on the effective date of this annexation pursuant to ORS 222.120(5).
5. Record. The City Planner shall submit to the Oregon Secretary of State (1) a copy of this Ordinance, (2) a copy of the statement of consent of the landowner in the territory annexed; and (3) Shall send a description by metes and bounds, or legal subdivision, and a map depicting the new boundaries of the City within 10 days of the effective date of annexation to the Malheur County Assessor, Malheur County Clerk and the State Department of Revenue.

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

Exhibit “A”
Property Description for Annexation/Rezone
City Action No. 2019-03-24AZ

Land in Malheur County, Oregon, as follows:

Land in OREGON AND WESTERN COLONIZATION SUBDIVISION SECOND ADDITION, in Section 33, Township 17 South, Range 47 East of the Willamette Meridian, Malheur County, Oregon, according to the Corrected Plat thereof, as follows:

In Block 5: The North 140 feet of Lot 10.

TOGETHER WITH all the Public Right of Way more particularly described as follows”

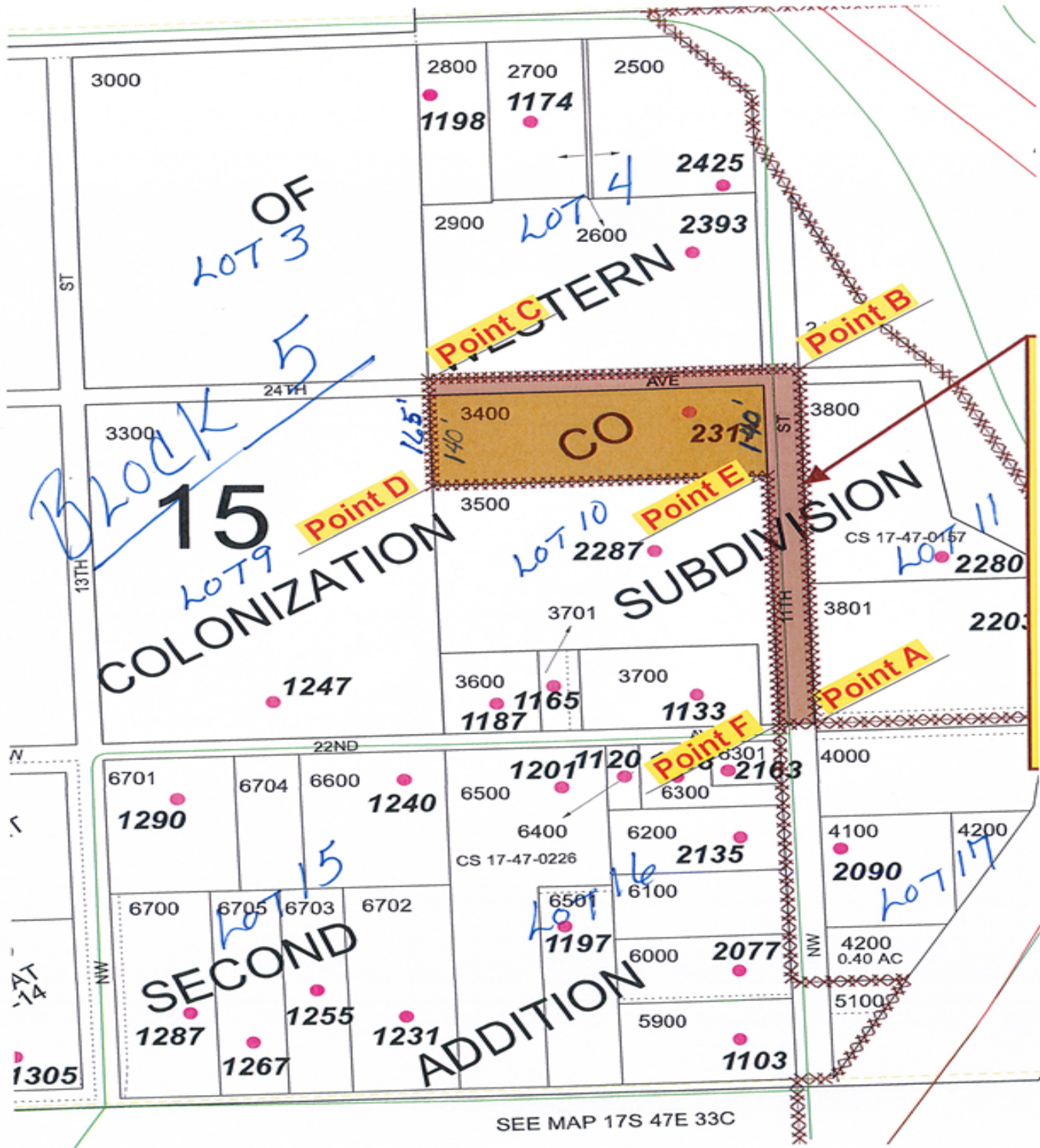
Beginning at the Southeast corner of said Lot 10; thence north coincident with the east boundary of said Lot 10 and the westerly boundary of NW 11th Street, to the Northeast corner of said Lot 10; thence west coincident with the north boundary of said Lot 10 and the southerly boundary of NW 24th Avenue, to the Northwest corner of said Lot 10;; thence north 25 feet to the Southwest corner of Lot 4, said Block 5; thence east coincident to the south boundary of said Lot 4 and northerly boundary of said NW 24th Avenue to the Southwest corner of Lot 5, said Block 5; thence south coincident with the easterly boundary of said NW 11th Street as Platted by said Corrected Plat, and the westerly boundary of Lot 11, said Block 5, to the Southwest corner of said Lot 11; thence west 30 feet to the said Southeast corner of said Lot 10 and the Point of Beginning.

END OF DESCRIPTION

Exhibit "B"

Subject property

MAP 17S4733B Tax Lot 3400





**AGENDA REPORT
NEW BUSINESS
December 5, 2019**

To: Mayor and City Council

FROM: Dan Cummings, Community Development Director

THROUGH: Adam J. Brown, City Manager

SUBJECT: **SNJ ONLINE: GOODFELLOW PROJECT - REQUEST FOR THE CITY COUNCIL TO INITIATE A VACATION ON COUNCIL'S OWN MOTION**

DATE: November 22, 2019

PROPOSED MOTION:

I MOVE THE CITY COUNCIL APPROVE THE REQUEST OF SNJ ONLINE FOR THE CITY COUNCIL TO INITIATE A VACATION PROCEEDING AUTHORIZED UNDER ORS 271.130, FOR VACATION OF A PORTION OF GOODFELLOW STREET AS SHOWN ON EXHIBIT "A" IN THIS REPORT.

I MOVE THAT THE CITY COUNCIL REQUIRE SNJ ONLINE TO PAY THE CITY EXPENSES INCURRED FOR THIS ACTION WHICH ARE OUTLINED IN THIS REPORT.

SUMMARY:

SNJ Online, LLC, is represented by Steven Meland, the owner/agent who is the contract purchaser of the two properties known as Tax Lots 501 and 1900 on Assessor's map 18S4702CC. Subject properties are adjacent to the portion of Goodfellow Street that is the subject of of this vacation request. (Exhibit "A")

BACKGROUND:

On February 21, 1972, the City of Ontario approved and accepted the Plat of "Interstate Subdivision" to the City of Ontario creating the Right of Way of Goodfellow Street, along with the "Temporary Cul-De-Sac" shown on Exhibit "A". Goodfellow Street was constructed as a dead end street without the Cul-De-Sac turn around being constructed.

In 1990 a building was constructed on Tax Lot 501 which housed the Oregon State Police main office. At the time of development of this building, the city gave permission to the developer to not construct the street section of the Temporary Cul-De-Sac again leaving the street a dead end section with no turn around.

In 2016, when a Partition request (Partition Plat 2016-02) was made, city staff required the owner of the land requesting the partition to dedicate a 20 feet wide Temporary Fire Turn Around Easement on the Parcel now know as Tax Lot 501 filed under Instrument No. 2016-1679 as shown on said Partition Plat 2016-02. (Exhibit "B")

ORS 271.130 Reads:

"Vacation on council's own motion; appeal. (1) The city governing body may initiate vacation proceedings authorized by ORS 271.080 and make such vacation without a petition or consent of property owners. Notice shall be given as provided by ORS 271.110, but such vacation shall not be made before the date set for hearing, nor if the owners of a majority of the area affected, computed on the basis provided in ORS 271.080, object in writing thereto, nor shall any street area be vacated without the consent of the owners of the abutting property if the vacation will substantially affect the market value of such property, unless the city governing body provides for paying damages. Provision for paying such damages may be made by a local assessment, or in such other manner as the city charter may provide."

CURRENT SITUATION:

SNJ Online, represented by Steven Meland, Tom Thompson, Marty Justus, and Jeff Beagley attended a PDAC (Preliminary Design Advisory Committee) meeting with city staff where they presented their proposal to vacate a portion of Goodfellow Street, which would allow better development of the two parcels they are purchasing. This would provide additional parking for their existing business on Tax Lot 501, as well as parking for a future building on Tax Lot 1900.

During the PDAC meeting, Steven Meland asked for staff assistance in getting the Street Vacation done in a timely manner. They explained it would be a benefit to the City of Ontario to vacate this portion of Goodfellow in exchange for a public easement and connection of a driveway section of street (*as done in the Ontario Market Place*) connecting Goodfellow Street with NE 16th Street. (Exhibit "B")

Staff agreed that the connection of Goodfellow to NE 16th Street would better serve the area, rather than a dead end street. The need for Goodfellow to continue north into the Kraft-Heinz Food (ORE-IDA) facility lands is not something that is needed or desired, as access from NE 16th Street, NE 4th Avenue, and East Lane can provide access to the Kraft-Heinz property if they ever determine access is needed.

Staff stated to Mr. Meland that it was policy if the City Council initiated the Vacation process, the person requesting the action would be responsible for city costs incurred with the action. Costs include: Application Fee-\$330; Mailing and Advertising-\$220; and Recording Fee-\$117.00, for a total expense of \$667.00.

Staff informed Mr. Meland that it would be necessary to make a request to the City Council to help in the Vacation Process.

ANALYSIS:

- A. **STRATEGIC PLAN** This action meets the City Council Strategic Plan by promoting growth in an existing business. The action also provides for better access options for the community, increasing desirability for the business to expand in Ontario.
- B. **FINANCIAL** The developers have agreed to pay the city costs involved with completing this action.
- C. **TIMING** Time is of the essence for this action as the existing business needs more parking, and the current traffic circulation is dangerous with this dead end street.
- D. **POLICY/LEGAL ORS 271.130 read:**
"Vacation on council's own motion; appeal. (1) The city governing body may initiate vacation proceedings authorized by ORS 271.080 and make such vacation without a petition or consent of property owners. Notice shall be given as provided by ORS 271.110, but such vacation shall not be made before the date set for hearing, nor if the owners of a majority of the area affected, computed on the basis provided in ORS 271.080, object in writing thereto, nor shall any street area be vacated without the consent of the owners of the abutting property if the vacation will substantially affect the market value of such property, unless the city governing body provides for paying damages. Provision for paying such damages may be made by a local assessment, or in such other manner as the city charter may provide."

ALTERNATIVES:

- 1. The Council could choose not to initiate the process and require SNJ Online to initiate the vacation process on their own.
- 2. Deny the request altogether and instruct SNJ Online that the vacation of Goodfellow street is not in the best interest of the public and the City Council will not allow the vacation to happen.

RECOMMENDATION:

Staff agrees that it is in the best interest of the City to vacate that portion of Goodfellow shown on Exhibit "B" in exchange for the public easement and street construction by SNJ Online, LLC to connect Goodfellow to NE 16th Street, and recommends the City Council initiate the vacation on Council's own motion.

ATTACHMENTS:

- 1. Exhibit A - SNJ Online Vacation Request
- 2. Exhibit B - SNJ Online Vacation Request

SNJ Online ~ Street Vacation Request

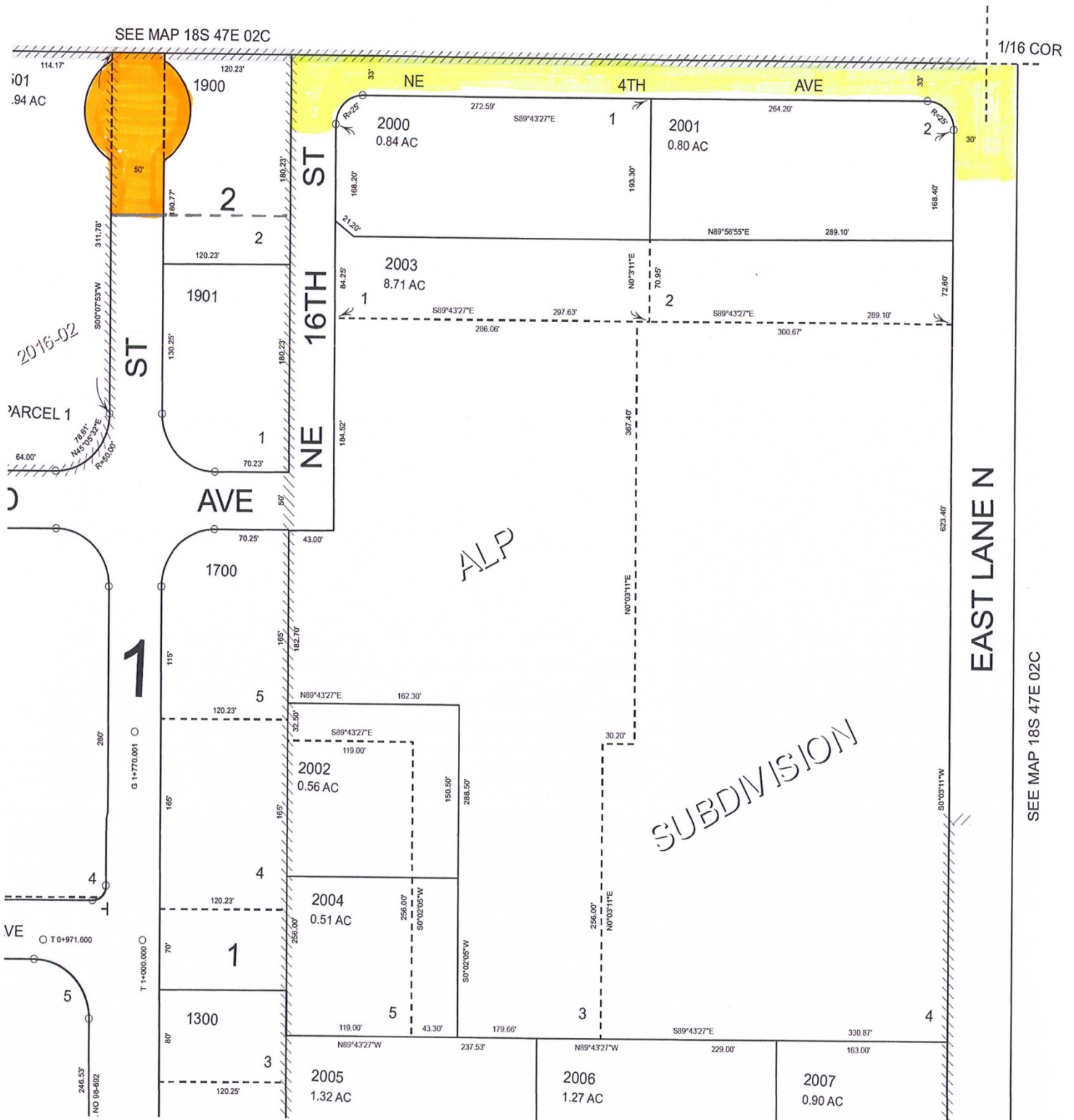
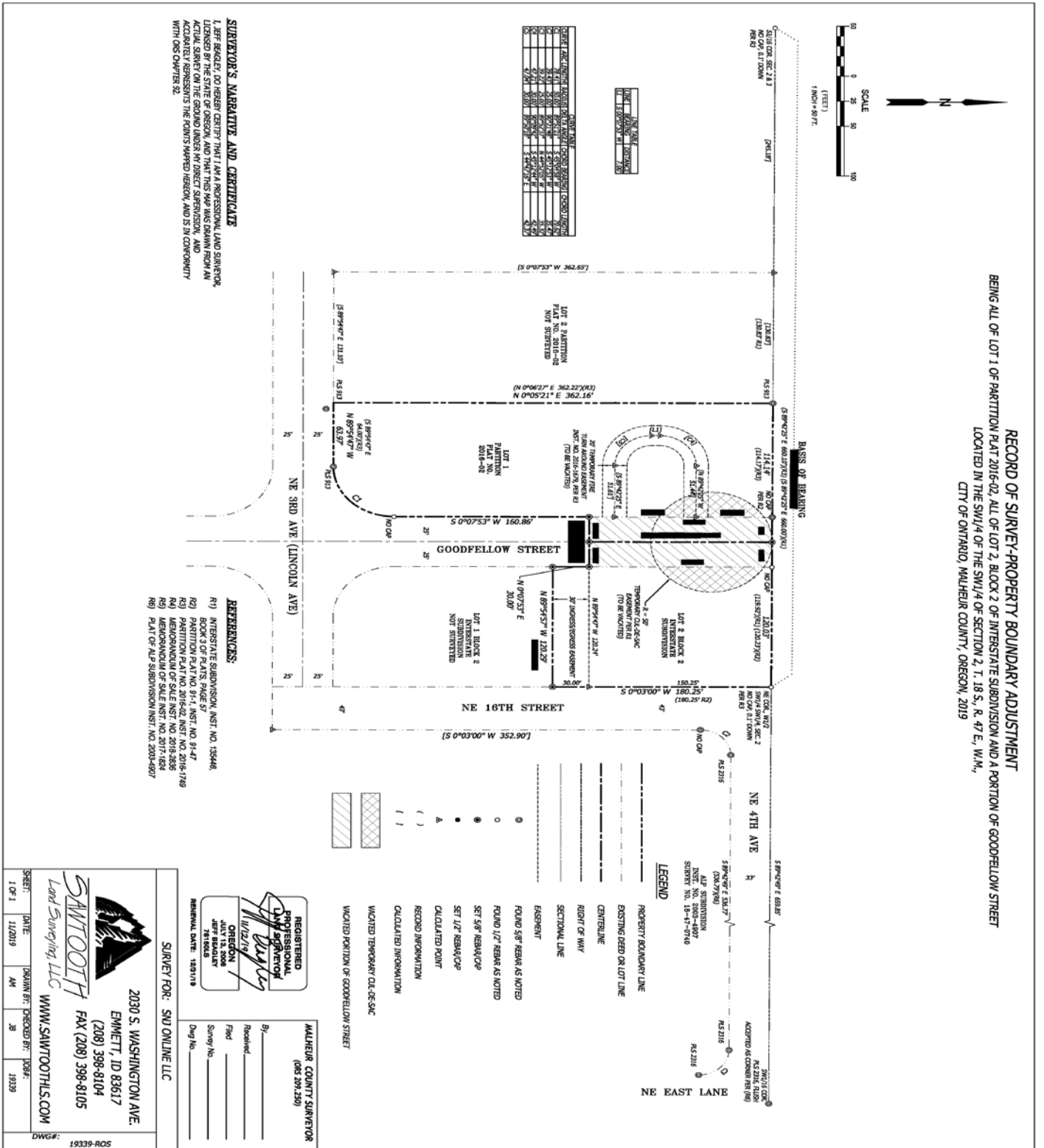


Exhibit "B"

SNJ Online ~ Vacation Request





**AGENDA REPORT
NEW BUSINESS
December 5, 2019**

To: Mayor and City Council

FROM: Kari Ott, Finance Director

THROUGH: Adam J. Brown, City Manager

SUBJECT: **RESOLUTION 2019-136: SUPPLEMENTAL BUDGET TO RECEIVE AND EXPEND
UNEXPECTED POLICE REVENUES**

DATE: November 27, 2019

PROPOSED MOTION:

**I MOVE THE CITY COUNCIL APPROVE RESOLUTION #2019-136, A RESOLUTION ADOPTING A
SUPPLEMENTAL BUDGET TO RECOGNIZE AND EXPEND UNEXPECTED POLICE REVENUES.**

SUMMARY:

Attached is Resolution #2019-136

BACKGROUND:

For several years, the Ontario Police Department has participated in Shop with a Cop, a program to work with high-risk kids during the Christmas season. Law enforcement officers team up with kids and shop for presents for the child and their family. The program is being administered by Help Them to Hope.

Also, the police department periodically gets donations from different organizations.

CURRENT SITUATION:

The police department received a \$500 donation from the Masonic Lodge. OPD would like to use this donation to purchase anti-drug and educational materials for the 2019-2020 anti-drug campaign.

OPD also received \$2,500 from Walmart to continue the "Shop With a Cop" program.

ANALYSIS:

- A. **STRATEGIC PLAN** This strengthens the Council's Education and Lifestyle strategies. These programs consist of OPD working with other organizations to create educational opportunities for children, who are the future of Ontario.
- B. **FINANCIAL** A total of \$3,000 will be received and expended.
- C. **TIMING** The Ontario Police Department would like to utilize the funding as soon as possible.
- D. **POLICY/LEGAL** A resolution approved by the City Council is required to expend the funds as per ORS 294.

ALTERNATIVES:

The Council could take no action on this matter; however, this would cause the "Shop With a Cop" funds to be returned to Walmart and the Shop with the Cop program would not happen in 2019. Also, the donation funds would not be able to be expended in 2019-2020.

RECOMMENDATION:

Staff recommends the City Council approve Resolution #2019-136.

ATTACHMENTS:

1. Reso 2019-136 Unexpected police revenues



RESOLUTION #2019-136

A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET TO RECOGNIZE AND EXPEND UNEXPECTED POLICE REVENUES

WHEREAS, The Ontario Police Department received an unexpected donation from the Masonic Lodge and grant revenue from Walmart for the “shop with a cop” program; and

WHEREAS, The budget for fiscal year 2019-2020 was adopted without the knowledge of such funds; and

WHEREAS, The \$500 donation will be used for drug prevention and educational items for the 19-20 anti-drug campaign; and

WHEREAS, The Ontario Police Department received \$2,500 for the “shop with a cop” grant; and

WHEREAS, The City desires to modify the 2019-2020 budget to receive and expend the funds.

NOW THEREFORE, THE CITY OF ONTARIO RESOLVES to approve the adjustments to the fiscal year 2019-2020 budget:

Line Item	Item Description	FY 19-20 Budget	Amount of Change	Adjusted Budget
GENERAL FUND				
001-000-469210	Misc. Police Revenue	\$5,000	\$500	\$5,500
001-024-613500	General Supplies & Maintenance	\$4,723	\$500	\$5,223
GRANT FUND				
010-000-456195	Shop with a Cop	\$ -	\$2,500	\$2,500
010-038-714160	Police Grants Projects	\$ -	\$2,500	\$2,500

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

AYES:

NAYS:

EXCUSED:

ABSENT:

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

ATTEST:

Riley J. Hill Mayor

Tori Barnett, MMC, City Recorder



**AGENDA REPORT
NEW BUSINESS
December 5, 2019**

To: Mayor and City Council

FROM: Dan Cummings, Community Development Director

THROUGH: Adam J. Brown, City Manager

SUBJECT: **ORDINANCE #2767-2019: AMENDING TITLE 2, CHAPTER 5, RENAMING "PARK AND RECREATION BOARD" TO "PARKS COMMITTEE" AND AMENDING THE RULES FOR THE COMMITTEE, ON FIRST READING BY TITLE ONLY**

DATE: December 2, 2019

PROPOSED MOTION:

I MOVE THE CITY COUNCIL APPROVE ORDINANCE #2767-2019, AN ORDINANCE AMENDING TITLE 2, CHAPTER 5, RENAMING THE "PARK AND RECREATION BOARD" TO "PARKS COMMITTEE" AND AND AMENDING THE RULES FOR THE COMMITTEE ON FIRST READING BY TITLE ONLY.

SUMMARY:

This action is for the City Council to amend OMC 2-5, dealing with the the current Board named "Parks and Recreation Board" and to rename it to the "Parks Committee". Further, it the action will amend the rules governing the Committee who will make recommendations to the City Council on suggesting improvements at the city parks, recommendations for future development of the parks, and creating a Master Plan for city parks.

BACKGROUND:

On January 7, 1980, the City Council, under Ordinance #1998, established the "Park and Recreation Board" whose duties and responsibilities were to act in an advisory capacity to the City Council in all matters pertaining to parks and recreation. This included advising in the planning of parks and recreation programs and recommending policies for the acquisition, development, and improvements of parks and recreation programs.

Ordinances #2248 and #2590 subsequently made amendments to portions of the original enacting ordinance.

CURRENT SITUATION:

In November, 2019, the voters approved the creation of the "Ontario Recreation District" who took over all the responsibilities and duties of the city's Recreation Department. Due to that election, the Ontario Park and Recreation Department was eliminated and the existing "Parks and Recreation Board" is no longer needed; however, city staff and the general public feel the need to have a committee to continue providing suggestions and ideas to the City Council on the planning of the parks and recommending policies for the improvement of the parks.

ANALYSIS:

- A. **STRATEGIC PLAN** Providing a Parks Committee will help meet the City Council goal of Desirability by providing for modern upgrading of the parks, creating the lifestyle a growing community needs through enhancing the quality of life and beautification of the city park system.
- B. **FINANCIAL** Committee members will not receive any compensation for serving. Two staff members will be assigned to the Committee, and costs will be attributed to printing materials. This should be similar to costs associated with the city's other committees formed by the Council.
- C. **TIMING** It has been requested by several local clubs that support the parks that a Committee be formed to help in the master planning of parks. Several clubs have future plans for upgrading the parks they represent, and guidance is desired and needed in a timely manner.
- D. **POLICY/LEGAL** The City Council has the full authority under the City Charter to form any and all committees it deems necessary to help advise the Council on any matters they so choose.

ALTERNATIVES:

The City Council could choose not to have a "Parks Committee" and chose to appeal all of Title 2, Chapter 5, eliminating any board or committee to oversee the parks.

RECOMMENDATION:

Staff recommends the City Council approve Ordinance #2767-2019, an ordinance amending Title 2, Chapter 5, renaming the "Parks and Recreation Board" to "Parks Committee" and amending the rules governing the Committee.

ATTACHMENTS:

1. Ord #2767-2019 omc 2-5 Parks Committee-LAS DRAFT2



ORDINANCE 2767-2019

AN ORDINANCE OF THE CITY OF ONTARIO AMENDING TITLE 2, CHAPTER 5, OF THE ONTARIO MUNICIPAL CODE "PARKS COMMITTEE"

- WHEREAS,** Ordinance #1998 established the Park and Recreation Board; Ordinances #2248 and #2590 subsequently made amendments to portions of the original enacting ordinance; and
- WHEREAS,** The City of Ontario Park and Recreation Department was eliminated; and the existing Parks and Recreation Board is no longer a necessary Board; and
- WHEREAS,** The Council finds that there should be a City Parks Committee to advise the Council on park development within the City of Ontario.

NOW THEREFORE, THE CITY OF ONTARIO ORDAINS AS FOLLOWS:

Section 1. Chapter 5 of Title 2 is hereby renamed "Parks Committee" from "Parks and Recreation Board", and its Sections are amended by striking out those portions that are stricken and underlining those portions that are added:

2-5-1 ~~PARKS AND RECREATION BOARD~~ COMMITTEE ESTABLISHED

A ~~Parks and Recreation Board~~ Committee composed of seven (7) members ~~to be~~ appointed by the Mayor, with the consent of the City Council, ~~is hereby~~ shall be established. The ~~Parks and Recreation Board~~ Committee members shall appoint a Chairman, ~~from their~~ Vice-Chairman, and Secretary ~~from their~~ membership. Members shall be appointed from the following entities:

- (A) One member shall be a member of the Kiwanis Club; and
- (B) One member shall be a member of the Lion's Club; and
- (C) One member shall be a member of the Rotary Club; and
- (D) One member shall be a member from the Recreation District; and
- (E) Two members shall be Citizens at Large from within the Ontario Recreation District; and
- (F) One member shall be a member of the Ontario City Council.

2-5-2 TERMS OF OFFICE

The terms of the ~~Parks and Recreation Board~~ Committee shall be three (3) years, with ~~three (3)~~ two (2) members to serve an initial term of one year, ~~three (3)~~ two (2) members to serve an initial term of two (2) years, and three (3) members to serve an initial term of three (3) years, with overlapping terms thereafter. The initial terms are to become effective January 1, ~~1989~~ 2020. Such terms and subsequent terms shall expire on December 31 of the appropriate year. A vacancy occurring before the expiration of a term shall be filled by appointment by the Mayor with the consent of the City Council for the remainder of the unexpired term.

2-5-3 EX-OFFICIO MEMBERS

Two members of City of Ontario staff, selected by the Mayor with the consent of the City Council, shall serve as Ex-Officio members of the Committee, and shall attend all Parks Committee meetings. A member of the City Council to be selected by the Mayor and the Director of Recreation and Park Planning Department shall act as ex-officio members of the Parks and Recreation Board and shall attend all Parks and Recreation Board meetings

2-5-4 MEETINGS

The Parks and Recreation Board Committee shall, at its meeting in December of each year, follow the meeting dates established by the City of Ontario on set regular meeting dates, at least once a month, for the upcoming calendar year. The Board shall meet in regular session on those dates each month, unless it is a holiday, or as often as required. Special meetings may be held after proper notification of the public and media. Meetings shall be called by the Chairman. The Chairman shall have authority to call a meeting.

2-5-5 ADVISORY CAPACITY

The Parks and Recreation Board Committee shall be an advisory board to the City Council and shall make all recommendations and reports to the City Council. Final determination for all matters pertaining to the Parks and Recreation Department City Parks shall remain the responsibility of the City Council.

2-5-6 DUTIES AND RESPONSIBILITIES

There shall be a Parks and Recreation Board Committee consisting of seven (7) members. The Parks and Recreation Board Committee shall have the duties and responsibilities to:

- (A) Act in an advisory capacity to the City Council in all matters pertaining to city parks and recreation;
- ~~(B) Consider the annual budget for parks and recreation purposes during the process of its preparation and make recommendations with respect thereto to the Budget Committee and the respective department directors.~~
- (C) Advise in the planning of parks and recreation programs for the inhabitants of the city; promote and stimulate public interest therein; and to that end solicit to the fullest extent possible the cooperation of school authorities and other public and private agencies interested therein;
- (D) Promote and stimulate public interest in park activities, and solicit to the fullest extent possible the cooperation of school authorities and other public or private agencies; and
- (E) Recommend policies for the acquisition, development, and improvement of parks and playgrounds, including park master planning and design, subject to the rights and powers of the City Council.

2-5-7 COMPENSATION OF MEMBERS; EXPENDITURES

Members of the Parks and Recreation Board Committee shall receive no compensation, but shall be reimbursed for authorized and necessary expenditures. The Parks and Recreation Board Committee shall have no authority to make any expenditure on behalf of the City, nor to obligate the City for payment of any sums of money except as herein provided, and then only after the City Council shall have first authorized such expenditures from time to time for said purpose by appropriate ordinance, which ordinance shall provide the administrative method by which said funds shall be drawn and expended.

2-5-8 QUORUM; RULES AND REGULATIONS; MEETINGS

A majority of the Parks and Recreation Board Committee, consisting of at least four (4) members, shall constitute a quorum. The Parks and Recreation Board Committee shall adopt rules and regulations to conduct its affairs, which rules and regulations shall be consistent with the laws of the State of Oregon, the Ontario City Charter, and city ordinances.

2-5-9 MEMBERS, PROHIBITED ACTS

A member of the Parks and Recreation Board Committee shall not participate in any Board Committee proceeding or action in which the following has a direct or substantial financial interest:

A member or his spouse, brother, sister, child, parent, father-in-law, mother-in-law, any business in which he has been serving or has served in the previous two (2) years or any business with which he is negotiating for or has an arrangement or understanding concerning a prospective partnership or employment, any actual or potential interest shall be disclosed at a meeting of the Board Committee where the action is being taken.

2-5-10 REGULATION OF ~~BOARD~~ COMMITTEE

As a ~~Board~~ Committee created by the Ontario City Council, the ~~Board~~ Committee is subject to the provisions of the Oregon Public Meetings and Records Laws.

Section 2. EFFECTIVE DATE: Effective 30 days following final 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

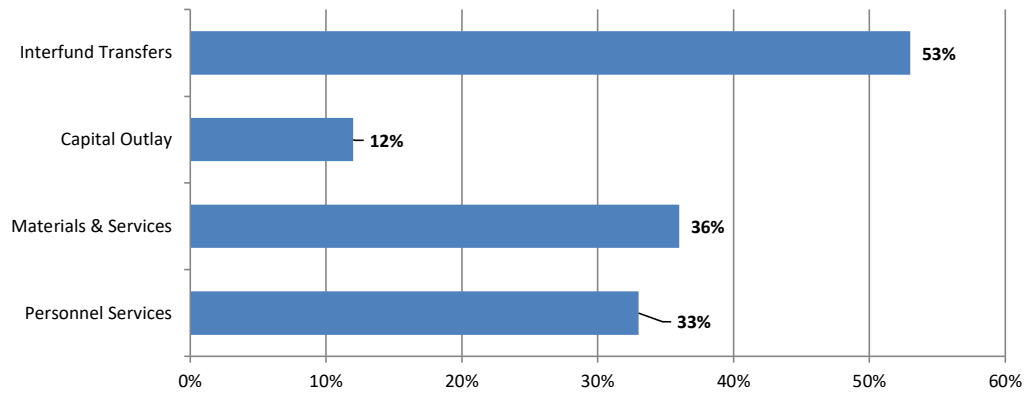
Tori Barnett, MMC, City Recorder

**CITY OF ONTARIO
GENERAL FUND - DEPARTMENT EXPENSE
FOR THE PERIOD ENDED
OCTOBER 31, 2019**

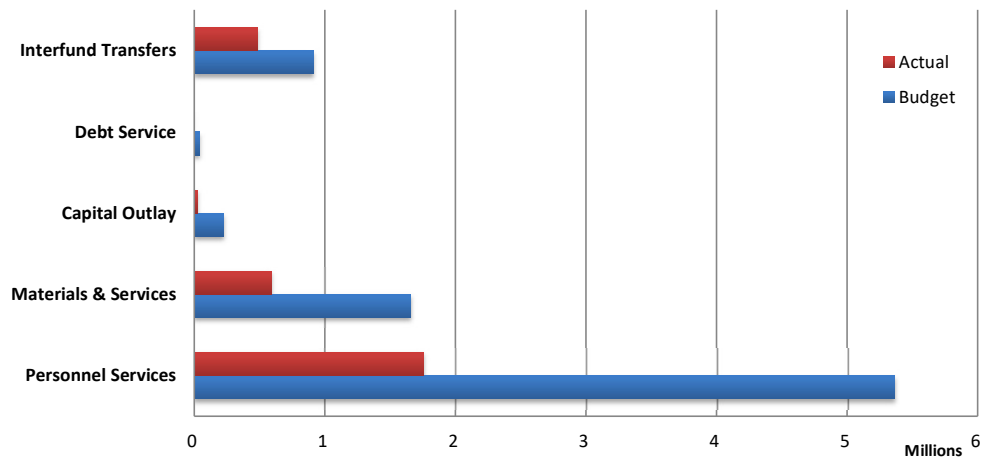
DEPARTMENT	BUDGET	ACTUAL	% EXPENDED	COMMENTS
Parks	270,562	66,625	24.6%	
Parks & Recreation	270,562	66,625	24.6%	
Fire	1,621,332	517,964	31.9%	
Code Enforcement	213,764	46,329	21.7%	
Police	3,625,206	1,246,317	34.4%	
Police reserves	7,000	1,468	21.0%	
Public Safety Total	5,467,302	1,812,079	33.1%	
Administration	487,088	161,191	33.1%	
City Council	25,569	4,222	16.5%	
Business Registration	1,100	7	0.6%	
Cemetery	143,470	47,972	33.4%	
Finance	239,123	71,702	30.0%	
Technology	129,220	50,352	39.0%	Equipment purchases
General Government Total	1,025,570	335,445	32.7%	
Community development	212,791	51,944	24.4%	
Community Development	212,791	51,944	24.4%	
Administrative Overhead	371,054	169,266	45.6%	Timing of insurance & downtown beautification
Non-Departmental Contributions	30,000	10,000	33.3%	
Other Total	401,054	179,266	44.7%	
Operating Transfers Out	815,334	416,965	51.1%	PERS transfers out.
GENERAL FUND TOTALS	\$ 8,192,613	\$ 2,862,323	34.9%	
YTD BUDGET BENCHMARK			33.3333%	 -1.6%

**CITY OF ONTARIO
GENERAL FUND - DEPARTMENT EXPENSE
FOR THE PERIOD ENDED
OCTOBER 31, 2019**

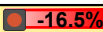
% Expended by Category



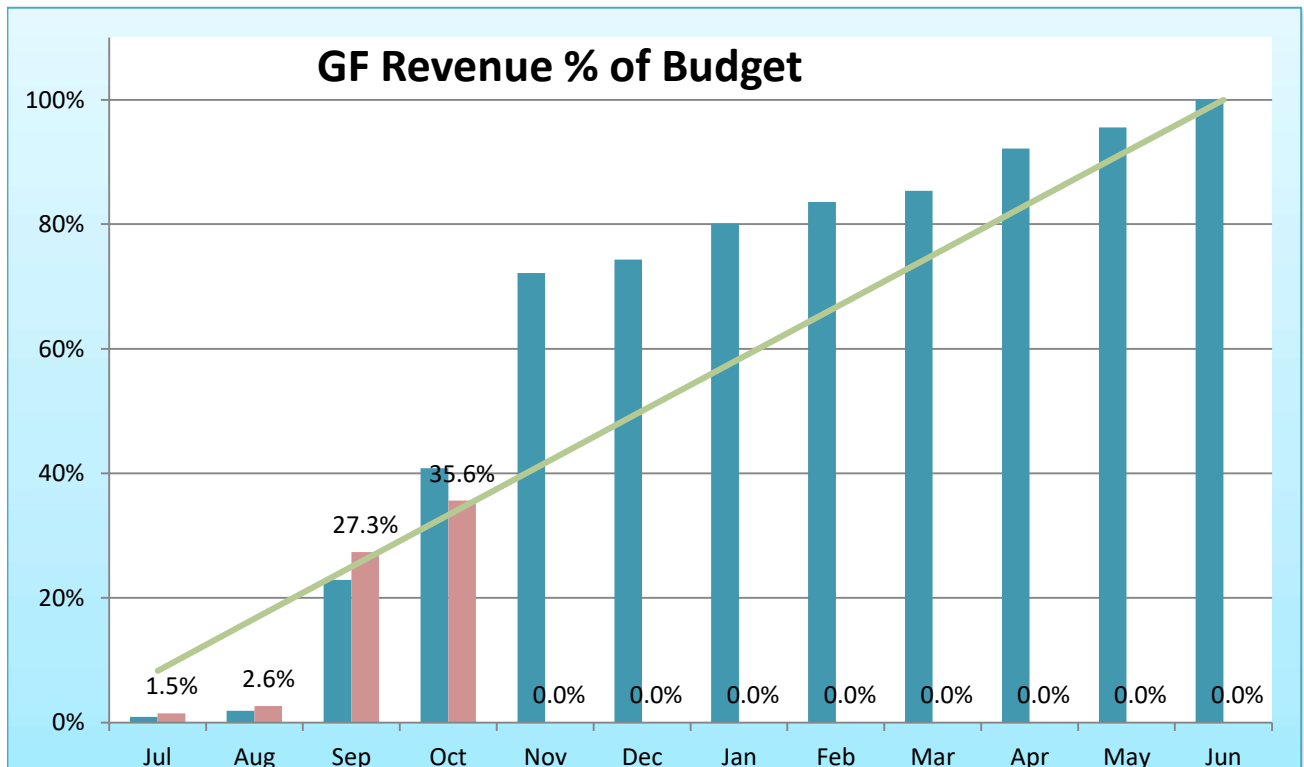
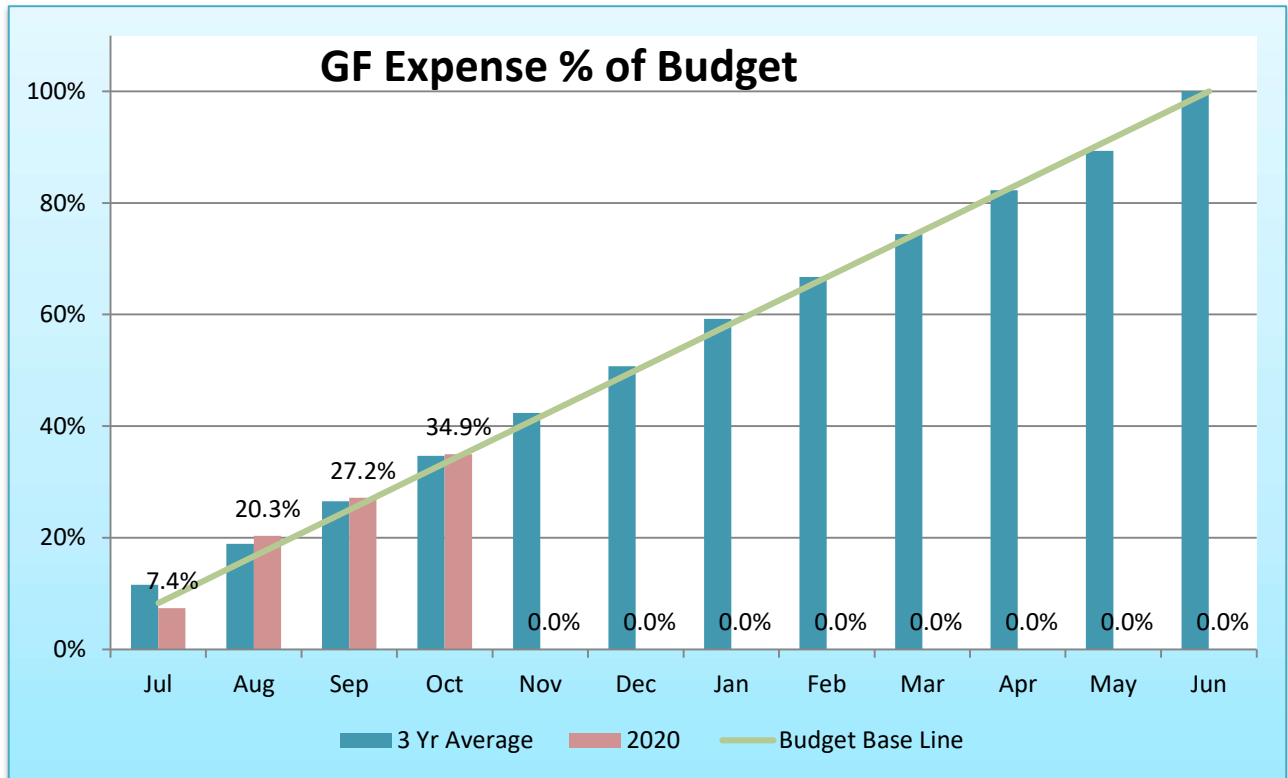
Budget to Actual by Category



**CITY OF ONTARIO
GENERAL FUND - DEPARTMENT REVENUE
FOR THE PERIOD ENDED
OCTOBER 31, 2019**

DEPARTMENT	BUDGET	ACTUAL	% REALIZED	COMMENTS
GENERAL FUND BEGINNING FUND BALANCE	2,122,655	2,234,162	105.3%	(not calculated in totals)
Parks	1,900	530	27.9%	
Parks & Recreation	1,900	530	27.9%	
Fire	134,372	28,098	20.9%	
Code Enforcement	18,735	53,308	284.5%	Civil Penalties Income High
Police	488,593	153,813	31.5%	
Dispensary Business License	144,000	24,800	17.2%	
Public Safety Total	785,700	260,019	33.1%	
Interest	65,700	21,436	32.6%	
State Revenue Sharing	132,656	-	0.0%	
PERS Allocation Transfer	-	-	#DIV/0!	
Administrative Services	497,148	165,716	33.3%	
Other General Revenues	8,575	1,628	19.0%	
Property Taxes	3,688,265	340,854	9.2%	Collections in November
Alcohol Bvg License & Fee	196,838	35,981	18.3%	
Cigarette tax	13,535	3,522	26.0%	
Marijuana tax	750,000	89,183	11.9%	one month collection
Franchise Fees	1,638,121	386,452	23.6%	
Business Registration	2,000	200	10.0%	
Cemetery	36,000	8,600	23.9%	
General Government Total	7,028,838	1,053,571	15.0%	
Planning & Zoning	4,450	4,382	98.5%	
Wayfinding Grant	25,000	-	0.0%	
Community development	29,450	4,382	14.9%	
GENERAL FUND REVENUE TOTALS	\$ 7,845,888	\$ 1,318,502	16.8%	
YTD CURRENT YEAR PROFIT(LOSS)	\$ (1,543,821)			
YTD BUDGET BENCHMARK	33.3%			 -16.5%

**CITY OF ONTARIO
GENERAL FUND
FOR THE PERIOD ENDED
OCTOBER 31, 2019**



**CITY OF ONTARIO
OTHER FUNDS - DEPARTMENT EXPENSES AND REVENUE
FOR THE PERIOD ENDED
OCTOBER 31, 2019**

DEPARTMENT/FUND	EXPENDITURES				REVENUES		
	BUDGET	ACTUAL	% EXPENDED		BUDGET	ACTUAL	% REALIZED
002 Marijuana Enforcement Fund	250,000	2,945	1.2%		250,000	10,011	4.0%
010 Grant Fund	722,867	46,383	6.4%		722,867	4,387	0.6%
027 Building Fund *	189,469	49,826	26.3%		218,747	270,582	123.7%
030 Capital Projects Fund	2,804,082	-	0.0%		3,214,902	2,916,195	90.7%
031 SDC Fund	430,000	-	0.0%		430,000	384,379	89.4%
035 Debt Service Fund	29,027	27,943	96.3%		29,027	18,812	64.8%
045 Street Fund	3,431,544	921,478	26.9%		3,431,544	1,106,792	32.3%
050 Trust Funds	633,756	153,925	24.3%		797,728	526,834	66.0%
055 Reserve Funds	2,548,159	1,227,598	48.2%		4,125,313	3,660,165	88.7%
060 Revolving Loan Fund	494,022	124,553	25.2%		494,022	510,470	103.3%
105 Water Fund	3,635,932	1,486,822	40.9%		4,512,615	3,069,405	68.0%
110 Sewer Fund	3,104,768	1,201,333	38.7%		6,519,403	4,226,099	64.8%
115 Storm Sewer Fund	191,678	55,797	29.1%		560,561	516,547	92.1%
120 Airport Fund	116,877	36,184	31.0%		116,877	88,275	75.5%
125 Aquatic Fund	-	600	#DIV/0!		-	57,975	#DIV/0!
Comments:							
YTD BUDGET BENCHMARK			33.3%				



City of Ontario Community Development 2018-19 FY Full Year

Presentation by
Dan K. Cummings
December 5, 2019

Planning & Zoning Department Stats-Comparison



2018-19FY

57 Land Use Actions

- 16 Conditional Use Permits
- 9 Site Development Permits
- 1 Rezone
- 6 Partitions
- 2 Temporary Use Permits
- 9 Annexations
- 2 Zone Code Amendments
- 1 Subdivision
- 1 Right of Way
- 3 Property Line Adjustments
- 6 Variances
- 1 UGA

\$44,398 Total Fees

2017-18FY

22 Land Use Actions

- 3 Conditional Use Permits
- 5 Site Development Permits
- 1 Non-conforming Use Permit
- 3 Partition
- 2 Temporary Use Permits
- 2 Annexations
- 2 Zone Code Amendments
- 1 Street Vacation
- 1 Economic
- 1 Property Line Adjustment
- 1 Variance

\$3,992 Total Fees

Planning & Zoning Department Stats **FY Comparison**

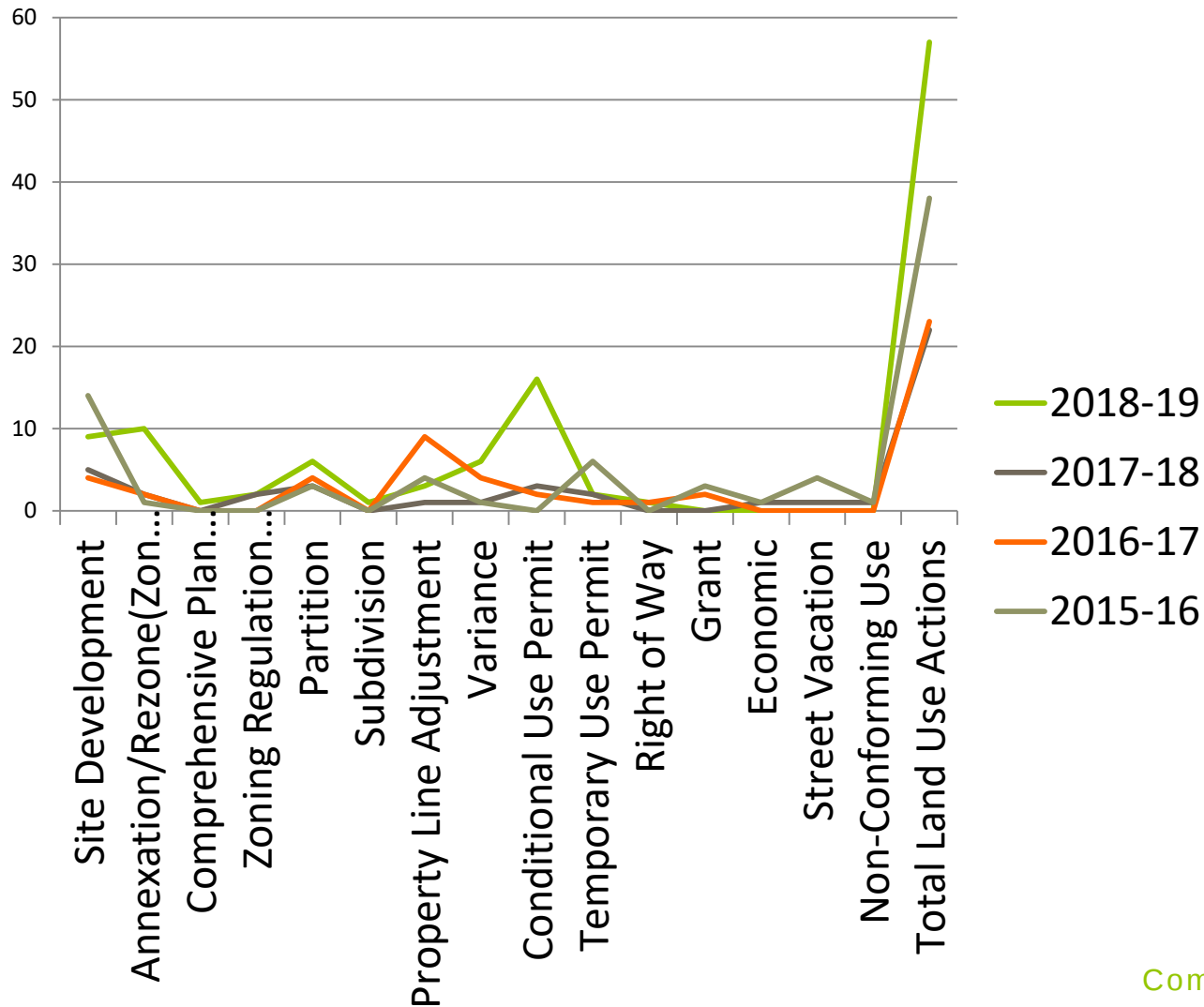
3

12/05/19

<u>Land Use Action Permits</u>	<u>2018</u> <u>-19</u>	<u>2017-</u> <u>18</u>	<u>2016</u> <u>-17</u>	<u>2015</u> <u>-16</u>
Site Development	9	5	4	14
Annexation/Rezone(Zone Change)	10	2	2	1
Comp Plan Amendment-UGA	1	0	0	0
Zoning Regulation Amendment	2	2	0	0
Partition	6	3	4	3
Subdivision	1	0	0	0
Property Line Adjustment	3	1	9	4
Variance	6	1	4	1
Conditional Use Permit	16	3	2	0
Temporary Use Permit	2	2	1	6
Right of Way	1	0	1	0
Grant	0	0	2	3
Economic	0	1	0	1
Street Vacation	0	1	0	4
Non-Conforming Use	0	1	0	1
Total Land Use Actions	57	22	23	38



Planning & Zoning Department Stats FY Comparison



Building Department Stats

Mechanical Permit Fee Comparison



2015-16 Mechanical Permits and Fees Issued

Mechanical Permits Issued	167
Total Mechanical Fees	\$20,801

2016-17 Mechanical Permits and Fees Issued

Mechanical Permits Issued	175
Total Mechanical Fees	\$20,409

2017-18 Mechanical Permits and Fees Issued

Mechanical Permits Issued	229
Total Mechanical Fees	\$34,177

2018-19 Mechanical Permits and Fees Issued

Mechanical Permits Issued	169
Total Mechanical Fees	\$21,979

Building Department Stats

Structural Permit Fee Comparison



2015-16 Structural Permits and Fees Issued

Structural Permits Issued	95
Total Structural Fees	\$142,137

2016-17 Structural Permits and Fees Issued

Structural Permits Issued	123
Total Structural Fees	\$142,443

2017-18 Structural Permits and Fees Issued

Structural Permits Issued	184
Total Structural Fees	\$285,205

2018-19 Structural Permits and Fees Issued

Structural Permits Issued	124
Total Structural Fees	\$196,045



Peterbilt



Chadcore-SE 13th Street

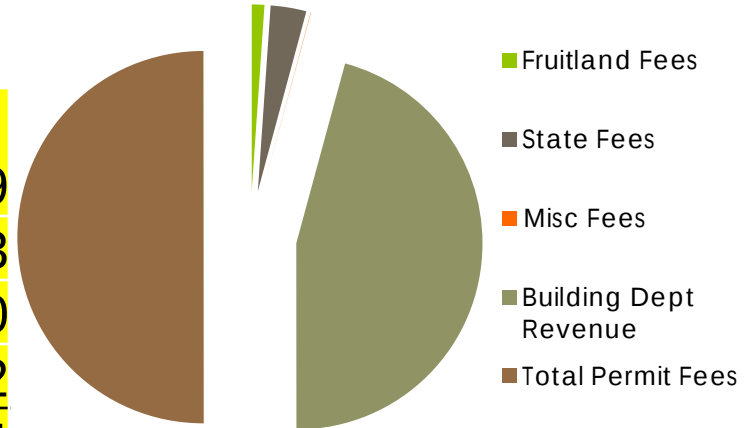


Revenue Breakdown of Building Permits FY Comparison



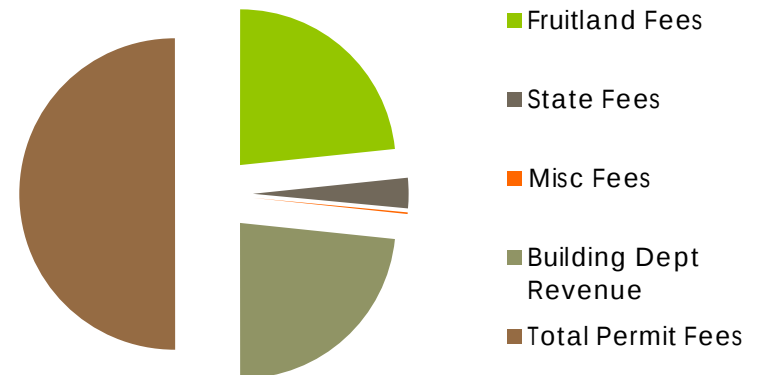
FY 2018-19

Fruitland Fees	\$4,789
State Surcharge Fees	\$13,463
Misc State Fees	\$120
Building Dept Revenue	\$199,652
Total Permit Fees	\$218,024



FY 2017-18

Fruitland Fees	\$148,990
State Surcharge Fees	\$20,129
Misc State Fees	\$1,080
Building Dept Revenue	\$148,990
Total Permit Fees	\$319,189



**Revenue Breakdown
of Building Permits
2018-19FY**



Ownitx- CBD Oil



Hotbox-325 Goodfellow

Economic Activity

- “Project Clean”: The development of the vacant lands west of Walgreens with plans of two commercial businesses sites. **The Project is Known as Bluebird Carwash is open**
- “Project BuildOnt”: The City of Ontario Single Family Residential Housing Incentive program to promote new housing within the City Limits. **9 Applications have been awarded and 1 more is scheduled for approval.**
- “Project SSHill”: Development of 23 new affordable Housing Manufactured homes within an existing Manufactured Home Subdivision. **Constructed and homes being rented.**
- “Project Westpark”: Redevelopment of the West Park Plaza Mall creating business ownership of portions of the Existing Building and creation of new Building pad as well as looking at 150 unit apartment complex.
- “Project OntAir”: Redevelopment of the portion of the Airport property that once was the Ontario Golf Course, creating an Industrial Park and TVCC Flight School and Silver Hawk Commercial Flight School.



Economic Activity Continued

- “Project Splash”: Development of a Splash Pad as Phase One of the Ontario Aquatic Center Complex. **Project is constructed and open for business.**
- EPA Brownfield Grant Program: Ontario received \$600,000 in Brownfield grants to aid in the redevelopment of Brownfields within the Cities of Ontario, Nyssa, Vale and Malheur County. **Ongoing with 5 sites taking advantage of the grants with phase I and Phase II studies.**
- Airport Commercial & Private Hanger Facility: City of Ontario looking into helping promote construction of New Hangers on the Airport property.
- Project Affordable Sun: 15 acre solar project to produce power for affordable housing facilities. **Tentative Lease approved Idaho Power study in progress.**
- Project Hemp: A Hemp Manufacturing Facility. **Facility is open along with 2 other open as well as a 4th one under construction.**
- Project Vet: An affordable Mini Housing Development for Single Veterans and Seniors Citizens. Still working on funding





Economic Activity Continued

- Project “Incentive” a Single Family Affordable Housing Project. (not a Non-Profit-Non-taxable project). **Project under design stage.**
- Project TOMIYOSHI a 56.33 acre tract of land containing 19.83 acres of UGA Commercial class land and 36.50 acres of UGA Residential class land. Looking at retail and mixed density development.
- Project GRAND PRIX a meter manufacture looking for 5 to 8 acres of Industrial lands and is expected to hire 150-200 employees.



2018-19 FY Economic activity in Ontario





12/5/2019

Fire Department

Fourth Quarter
Sept –Nov 2019
Fall Report
Fire Chief
Terry Leighton

Serving our Community and our Country



We Will Never Forget



Serving & Beautifying Our Community



Ontario High School Homecoming Parade



Educating Our Youth



Enhancing
Lifestyles

Working with our Community Partners



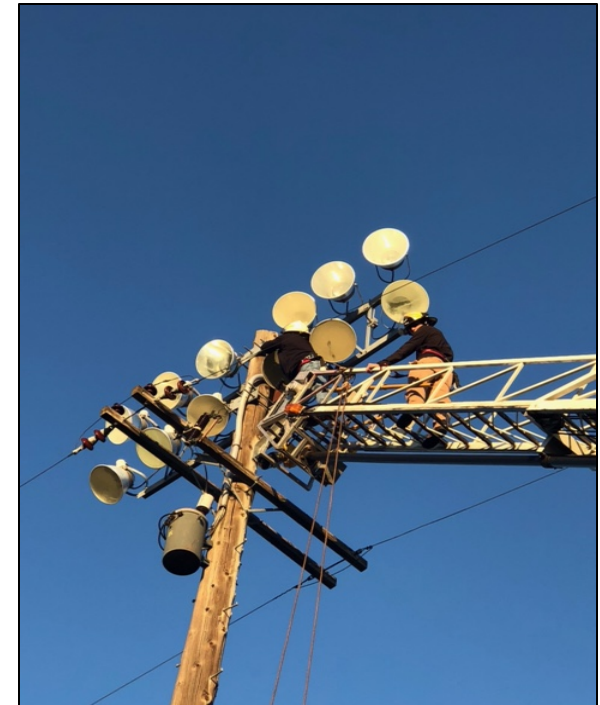


OFD Salutes Our Veterans



Desirability

Brightening Futures For OHS Students



GOOOOOAAAAALL!!!



Too Hot To Handle



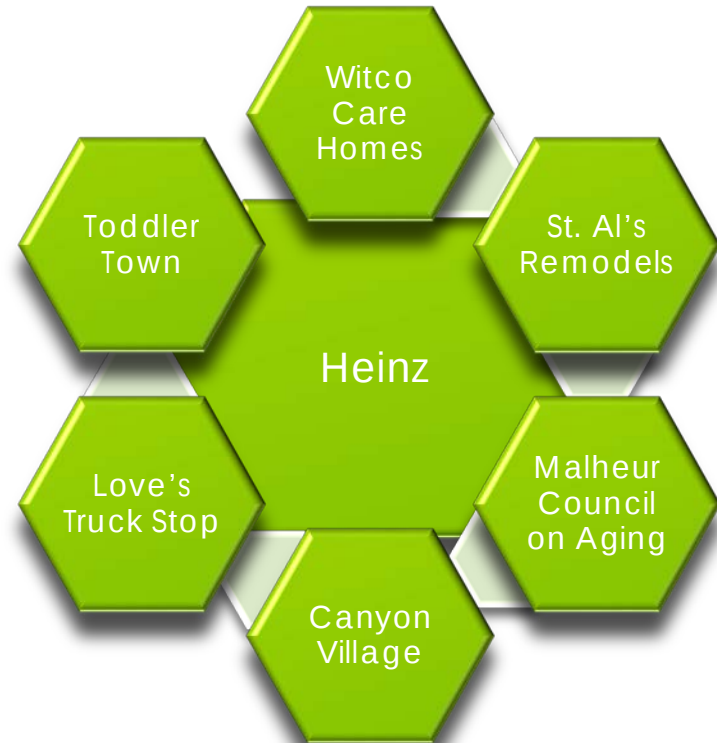
Hay – Neighbor Payette Mutual Aid



Be Safe - Drive Responsibly



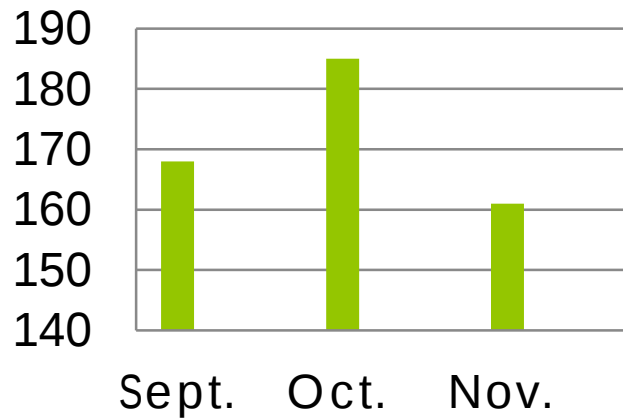
Inspections



MEDICAL AND FIRE CALLS

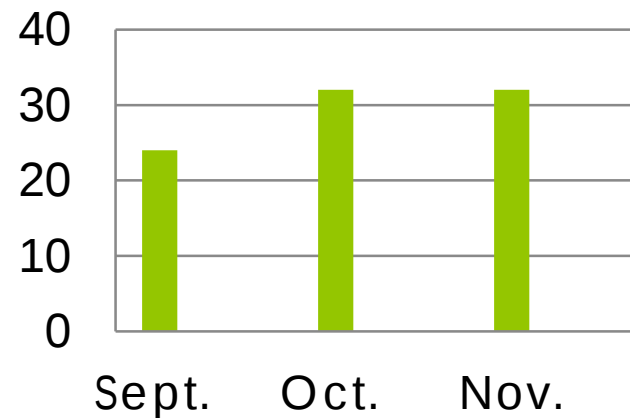


Medical



Total 514

Fire



Total 88





HR/Assistant to CM Update

December 2019

Employee

- Learning Center
- Class/Comp plan
- Researching internal communication platforms (intranet)
- 5 new hires (2 more on the way)
 - Police Officer, Police Chief, Code Enforcement Officer, Fire Admin. Assistant,

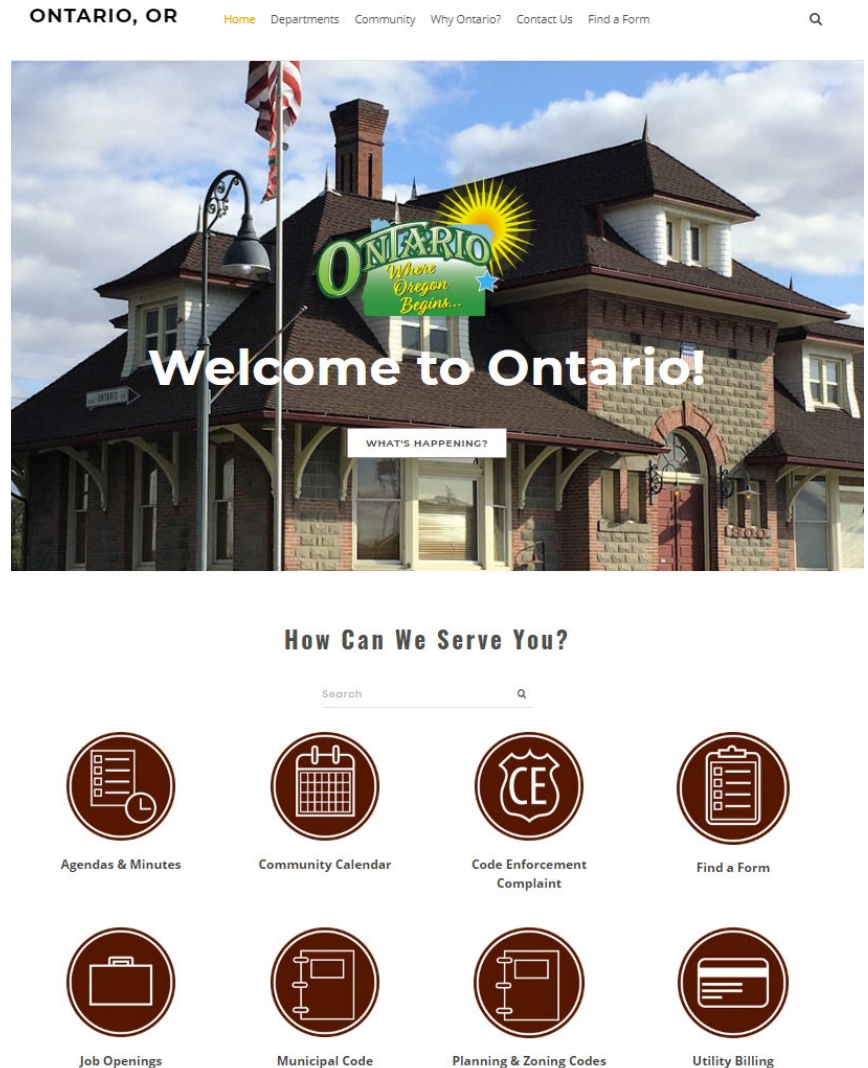
Safety Committee

- Emergency Preparedness Manual
- Safety Campaigns
- Incident/Accident decrease
- Drills



New Website

- Increased functionality for customers
- Improves the our online appearance
- Cost savings



Facebook Highlights



SPLASH PARK GRAND OPENING!

ONTARIO SPLASH PARK

THU MAY 30

5-7 PM
Dedication @5:30

Free Entrance Food Music Give Aways

ONTARIO
Where Oregon Begins...

Looking to build in Ontario?

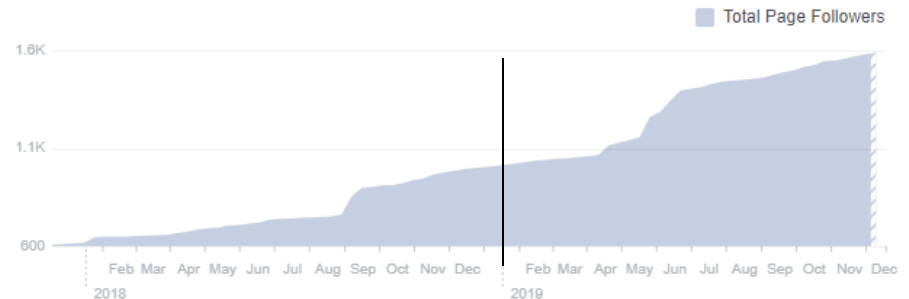
In 2017, the City of Ontario began the **\$10,000 Housing Incentive Program.**

Homeowners and contractors looking to build a single family home in the City of Ontario are eligible.

For more information, contact the City of Ontario Community & Economic Development Department at (541) 881-3222, dan.cummings@ontariooregon.org or visit ontariooregon.org/BuildingIncentiveProgram.cfm



Total Page Followers as of Today: 1,589



Other

- New Construction Program for Census 2020
- Complete Count Committee
- CDBG Review Member
- Diversity Advisory Committee
- Revitalize Ontario

received
11-13-19 1:32p TS

Mr. Brown, Ontario City Manager

Mr. Riley Hill, Mayor of Ontario

444 SW 4th

Ontario, Oregon 97914

RE: Use of the Beck-Kiwanis Baseball Fields – Malheur County Little League

Mr. Brown & Mr. Hill:

Per your request for information:

We are in the re-chartering of Little League, as a franchise of Little League, Inc – Williamsport, PA.

Over 10 years ago, LL ceased to exist in Malheur County, for the individual towns. We also lost Elks SRV Babe Ruth, as well. This has left a huge void in the baseball programs of our counties, and in general, has had an impact on the quality of players.

As you know, LL is an international organization, with the ultimate goal of producing good baseball players, coaches and facilities. In the 2019 LL World Series, two of the final 8 teams were Stayton, Oregon and Couer d'Alene, Idaho. That means high quality players are coming from our states – BUT, not from here. As we play, Ontario Youth Baseball, through and with, Payette County Recreation, using softball/dirt fields, non baseball rules, etc, with no chance for advancement in post-season tournaments, our players are simply not getting the help they need.

We are proposing Malheur Co LL, with individual town teams, from age 5-15 years. LL has added Senior League which now takes in those players from 13-15, which previously were in Babe Ruth. We feel this will be a great benefit to our county, with players making it to All-Stars for District, State, Regional and World Series play. Also, we have options to host Tournaments with other Little League districts and to host District tournaments, which we have done in the past. Our district encompasses Baker, Harney, Grant. Wallowa, Enterprise, Boardman. Little League players can only play other LL teams.

Currently, the fields are used by Ontario Youth Baseball, which is a non-competitive league, with no chance for advancement, and no upper level teams. Ontario Littler League built and maintained these fields, in pristine condition, originally. We also built the announcer stand/concessions stand, built fencing and dug-outs. The fields are not maintained to the standards of LL, and we will be grooming them, and teaching parents and players how to maintain them in a condition which is acceptable to LL and for tournament play. We will, at league expense, landscape and prepare the fields, clean and paint all facilities, open the concession stand for fund raising, and upgrade the smaller field dug-outs. We have the manpower and resources to make these fields, in the words of LL District Representative, David Hicks of Baker City, "the best/most professionally maintained fields in the League, that they once were."

We await your response, and I may be reached at 541-709-7036, at your earliest convenience.

Sincerely,

Ann Schiemer, Re-chartering Director/Former Ontario LL Board Sec-Treas

Ontario Recreation District
745 SW 3rd Avenue
Ontario, OR 97914
(541) 889-7686

November 18, 2019

City of Ontario
Mayor Riley Hill
City Council Members
444 SW 4th Street
Ontario, OR 97914
Phone: (541) 881-3201

Dear Mayor and Council Members,

The Ontario Recreation District is currently in the process of developing a youth baseball and softball program. We have spoken with the individuals who have previously ran the Ontario Youth Baseball and the youth softball programs. At this time, we have established the funding, structure, equipment, online platform, and advertising necessary to allow this program to be sustainable. For this program to operate we will need access to the local baseball and softball facilities.

The City of Ontario currently owns, maintains, and schedules the use of the Beck-Kiwanis park and the youth baseball fields located on the property. The youth baseball fields include one fully enclosed facility with bleachers, concession stands, press box, and enclosed dugouts. The other field is an open field with chain-linked fencing used as a backstop and dugout enclosure. These fields are in need of a maintenance plan for long term sustainability and upkeep.

The Ontario Recreation District would like the City of Ontario Mayor and City Council Members to grant exclusive use of the above-mentioned fields indefinitely to the Ontario Recreation District for use during the youth baseball and softball seasons beginning this upcoming spring 2020.

The Ontario Recreation District understands that multiple individuals and programs are seeking to use the same facilities and have explained the need for field maintenance, and renovations. These same individuals and programs lack the ability to dedicate the necessary time, energy, and financial resources to the sustainability of these fields simply because they have other occupations, time commitments, and do not have the physical abilities to actually accomplish the labor intensive demands of maintaining or renovating these facilities.

The Ontario Recreation District is comprised of two full time individuals dedicated to the organization, structure, and competitiveness of youth sports programs. We have the funding necessary to sustain these facilities long-term and have created the necessary framework to allow for the efficient and effective creation of baseball and softball as a youth sports program through the Ontario Recreation District.

I look forward to hearing from you all.

Sincerely,

A handwritten signature in black ink, appearing to read 'Andrew Maeda', written in a cursive style.

Andrew Maeda
Executive Director of Recreation

MALHEUR COUNTY COURT MINUTES

October 30, 2019

The regularly scheduled meeting of the County Court was called to order by Commissioner Larry Wilson at 9:00 a.m. in the County Court Office of the Malheur County Courthouse with Commissioner Don Hodge present. Judge Dan Joyce was absent. Staff present was Administrative Officer Lorinda DuBois, Planner Eric Evans, and County Counsel Stephanie Williams. Notice of the meeting was posted on the County website, Courthouse public bulletin board, and emailed to the Argus Observer, Malheur Enterprise, and those persons who have requested notice.

FIRST PUBLIC HEARING - ORDINANCE NO. 219

Commissioner Wilson opened the first public hearing for consideration of Ordinance No. 219: An Ordinance Amending the Text of Malheur County Code Title 5 Chapter 2 Entitled Flood Control to Conform with Federal Floodplain Regulations and Oregon Specialty Codes. Notice of the hearing was published in the Argus Observer on October 13 and October 25, 2019. No written or oral comments were received. Mr. Evans explained the County's flood control provisions have not been updated since 1987 and changes are needed in order to comply with the minimum standards for participation in the National Flood Insurance Program and the Oregon Specialty Codes. Commissioner Wilson closed the hearing. The next hearing is November 13, 2019 at 9:00 a.m.

COURT MINUTES

Commissioner Hodge moved to approve Court Minutes of October 23, 2019 as written. Commissioner Wilson seconded and the motion passed.

CHECK REGISTER

Commissioner Hodge moved to approve the Accounts Payable register for July, August, and September 2019. Commissioner Wilson seconded and the motion passed.

BUDGET TRANSFER RESOLUTION

Commissioner Hodge moved to approve Resolution R19-20: In the Matter of Fund Transfers Under Local Budget Law ORS 294.463. Commissioner Wilson seconded and the motion passed. The transfers are within the Healthy Start budget. See instrument #[2019-4016](#)

RESOLUTION - DIRECTORS HOLD/LIFEWAYS

Commissioner Hodge moved to approve Resolution No. R19-27: Resolution Authorizing Annette Serrano, Orquidea Flores-Erickson, David Tovar, Whitney Hayden, Sarah Reece, Madison Shira, Crystal Copenhaver, Joseph Achana, Lisa Tovar, and Micaela Cathey to Direct a Peace Officer or Approved Secure Transport Provider to Take Allegedly Mentally Ill Persons Into Custody. Commissioner Wilson seconded and the motion passed. See instrument #[2019-4017](#)

AMENDMENT - IGA #159822

Commissioner Wilson moved to approve Fourth Amendment to Oregon Health Authority 2019-2021 Intergovernmental Agreement #159822 for the Financing of Public Health Services. Commissioner Hodge seconded and the motion passed. The amendment modifies the Financial Assistance Award in Exhibit C; modifies Exhibit J; and Exhibit A "Definitions" Section 16 "Program Element" is amended to add Program Element titles and funding source identifiers. A copy will be returned for recording. (Original IGA is recorded as instrument #[2019-3374](#))

RELOAD FACILITY

Ms. Williams discussed with the Court drafting a letter to Eastern Oregon Border Board (EOBB) inquiring about possible funding to assist with financing of property for the reload facility and industrial park. Commissioner Hodge will work with Ms. Williams to prepare and deliver a letter to EOBB Chair Shawna Peterson.

COURT ADJOURNMENT

The meeting was adjourned.

AGENDA
ONTARIO VISITORS AND CONVENTIONS BUREAU BOARD
DECEMBER 5, 2019 - 7:00 a.m. M.T.
ONTARIO AREA CHAMBER OF COMMERCE OFFICE

- 1) Call to order:
This agenda was emailed: November 27, 2019
 - (a) Roll Call:
Debbie Blackaby____ Cheryl Cruson____ Doug Dean____ Terry Dols____
John Hall____ Bob Quinn____ Dan Capron____

City Manager Adam Brown____
V&C Director John Breidenbach____
- 2) New Business
 - a) Follow-up Report: Treasure Valley Community College's New Student Orientation
 - b) Follow-up Report: Malheur County Fair Board's 3rd Annual Fair Concert Series
- 3) Motion to adopt V&C Meeting Minutes of November 7, 2019 meeting
- 4) Review Financial Report – John Hall
- 5) V&C Director Report – John Breidenbach
- 6) Adjourn

The City of Ontario does not discriminate in providing access to its programs, services and activities on the basis of race, color, religion, ancestry, national origin, political affiliation, sex, age, marital status, physical or mental disability, or any other inappropriate reason prohibited by law or policy of the state or federal government. Should a person need special accommodations or interpretation services, if you contact the City at 889-7684 at least one working day prior to the need for services, we will make every reasonable effort to accommodate the need. T.D.D. available by calling 889-7266.

Ontario V&C Minutes

November 7, 2019

7:00 am

Ontario Area Chamber of Commerce Office

Meeting called to order at 7:00 am by John Breidenbach.

Roll Call – Bob Quinn (attended via cell phone call after follow-up report), Debbie Blackaby, Dan Capron, Terry Dols, V&C Director John Breidenbach, City Manager Adam Brown

Absent: Cheryl Cruson, Doug Dean, John Hall

NEW BUSINESS

Follow-up Report: Center for Nonprofit Stewardship's Eastern Oregon Nonprofit Conference
Cathy Yasuda and Kelly Poe presented the follow-up report for the Center for Nonprofit Stewardship's Eastern Oregon Nonprofit Conference.

The conference was very helpful in that it brought insightful resources such as board responsibilities, budget planning, marketing, advertising, and other guidance to local non-profit organizations. This was the fourth year for the Eastern Oregon Nonprofit Conference and the Center for Nonprofit Stewardship served as the partner who helped put together the event. The conference was held on September 25th and 26th, with the opening reception taking place at the Four Rivers Cultural Center. They had hoped to gather 200 people for the event, but only 105 registrations were received. Despite the lower turnout, attendees did express great satisfaction with the content offered at the conference. Attendees came from different locations in Oregon, Idaho, and Montana. Visitors from out of town did spend the night and also spent their money locally during their time in Ontario. There was a welcoming table at the Eastern Oregon Nonprofit Conference that had visitor packets and other information provided by the Ontario Area Chamber of Commerce. The Center for Nonprofit Stewardship is looking to assist with the event again in two years and there are plans to expand available workshops in the future.

Grant Request: Ontario Lions Club's Lions Park Improvement Project

Shawn Reynolds presented the grant request for Ontario Lions Club's Lions Park Improvement Project. Currently in his second year as president of the Lions Club, Shawn proposed a project for the Lions Park. He recognized the park equipment was in need of improvement, especially with the addition of the splash park and its up-to-date amenities. The Lions Club has set aside \$3,000 and Giggles and Grace Early Learning Center is committed to \$2,000. Malheur Federal Credit Union will also put forth \$2,000. An additional \$3,000 from the Visitors and Conventions Bureau Board will increase the total to \$10,000, which will then be matched by the City of Ontario. In addition to this, \$4,000 from Cars in the Park will be going towards the project. Funds would be used to purchase new playground equipment, which will be suitable for all ages; this equipment will be purchased from a local company that Giggles and Grace Early Learning Center has already done business with. Additional sidewalk will also be added to the north end of the park. He hopes to start moving in the new equipment in the spring. Having an attractive park with new equipment will increase beautification and help transform Ontario into a more desirable destination.

For a voting quorum, Bob Quinn listened to the grant request via cell phone starting at 7:25 am. Funds in the full amount of \$3,000.00 were approved for Ontario Lions Club's Lions Park Improvement Project. Moved by Debbie Blackaby and seconded Dan Capron. Motion carried.

MINUTES/FINANCIALS

The October 2019 minutes were reviewed; it was moved by Terry Dols and seconded by Debbie Blackaby to approve the minutes as presented. Motion carried. Financials were presented by Bob Quinn. Bob Quinn pointed out the wrong year being listed on the first sheet of the financials. It was moved by Debbie Blackaby and seconded by Terry Dols to approve the financials with the recommended corrections. Motion carried.

V&C DIRECTOR'S REPORT

A written follow-up report was received from Revitalize Ontario! for the V&C grant awarded to the 2020 Tater Tot Festival. Revitalize Ontario! successfully received additional funding from Heinz Ore-Ida. A committee has been formed with members of Revitalize Ontario and other individuals. The festival is scheduled for September 18-20, 2020. The event will take place downtown in the Moore Park area. It will include music, a 5K run, and a carnival. Marketing outside Ontario will be emphasized in order to increase the number of attendees. They hope to earn enough money to keep the event going and possibly create an arch for the historic downtown area.

A written follow-up report was also received from the Four Rivers Cultural Center for the V&C grant awarded to their Tradition Keepers event. At least 800 people attended the event and this number was larger than the year prior. Taking into consideration the increase of refugees in the local area, they highlighted new cultures. Along with this, they wanted to demonstrate ethnic stories to the community. Because the event has become known state-wide, it brought several new people into the area.

Going forward, all written reports will be included in the V&C Bureau Board packet when it is sent via e-mail.

John Breidenbach has been trying to re-engage the local hospitality community. The recent hospitality training went well and it served as a great networking session to help market Ontario. All but four signs were distributed to participants of the farm and garden trail loop.

The Winter Wonderland Parade will be held on December 7, 2019 and a new feature has been added to end of the parade. Santa will move from the float and stay in a tent with elves at Moore Park. By having Santa spend time with kids, the parade will feel more interactive and bring more business to the downtown area. Several float applications have already been received for the Winter Wonderland Parade and things are looking excellent.

Meeting adjourned.

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

2018	RESOURCES	EXPENSES	BALANCE
BALANCE FORWARD	\$672,814.15	\$648,724.98	\$24,089.17
JULY <i>T.O.T. Disbursement -\$2500</i>	\$2,500.00	\$4,674.62	\$21,914.55
AUGUST <i>T.O.T. Disbursement -\$2500</i>	\$2,500.00	\$2,000.00	\$22,414.55
SEPTEMBER <i>T.O.T. Disbursement -\$2500</i>	\$2,500.00	\$0.00	\$24,914.55
OCTOBER <i>T.O.T. Disbursement -\$2500</i>	\$2,500.00	\$2,000.00	\$25,414.55
NOVEMBER <i>T.O.T. Disbursement -\$2500</i>	\$2,500.00	\$0.00	\$27,914.55
DECEMBER <i>T.O.T. Disbursement -\$2500</i>			\$27,914.55
2019			\$27,914.55
JANUARY <i>T.O.T. Disbursement -\$2500</i>			\$27,914.55
FEBRUARY <i>T.O.T. Disbursement -\$2500</i>			\$27,914.55
MARCH <i>T.O.T. Disbursement -\$2500</i>			\$27,914.55
APRIL <i>T.O.T. Disbursement -\$2500</i>			\$27,914.55
MAY <i>T.O.T. Disbursement -\$2500</i>			\$27,914.55
JUNE <i>T.O.T. Disbursement -\$2500</i>			\$27,914.55
TOTAL FISCAL	\$12,500.00	\$8,674.62	
ACCRUALS FROM JULY 1997 TO PRESENT	\$685,314.15	\$657,399.60	\$27,914.55

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

DATE	REQUESTOR	REQUESTED	GRANTED	DISBURSED
DEC 2018	V & C Breakfast Meeting (12/06/18) <i>**Invoiced 12/27/18 to be paid 12/28/18**</i> <i>Paid 12/28/19 - Check #124059</i>	\$ 69.62	\$ 69.62	\$ 69.62
JAN 2019	NO NEW ACTIVITY	\$ -	\$ -	\$ -
FEB 2019	V & C Breakfast Meeting (02/07/19) <i>**Invoice Received 2/25/19 - Scheduled for 3/1/19 Payment**</i> Paid 03/01/19 - Check #124342	\$ 69.62	\$ 69.62	\$ 69.62
MAR 2019	V & C Breakfast Meeting (3/8/19) Paid 3/29/19 - Check #124459	\$ 69.62	\$ 69.62	\$ 69.62
MAR 2019	Four Rivers Cultural Center Tradition Keepers	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
MAR 2019	Malheur County Fair Board 3rd Annual County Fair Concert Series	\$ 6,500.00	\$ 5,000.00	\$ 5,000.00
MAR 2019	Ontario Area Chamber of Commerce Splash Pad Project	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
APR 2019	NO NEW ACTIVITY	-	-	-
MAY 2019	NO NEW ACTIVITY	\$ -	\$ -	\$ -
JUN 2019	V & C Breakfast Meeting (6/6/19) Paid 6/7/19 - Check #124766	\$ 69.62	\$ 69.62	\$ 69.62
JUL 2019	Revitalize Ontario 2020 Tater Tot Festival	\$ 3,105.00	\$ 3,105.00	\$ 3,105.00
JUL 2019	Treasure Valley Community College New Student Orientation	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
JUL 2019	V & C Breakfast Meeting (07/11/19) Paid 8/9/19 - Check #125021	\$ 69.62	\$ 69.62	\$ 69.62
AUG 2019	Center for Nonprofit Stewardship 2019 Nonprofit Stewardship Conference	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
SEP 2019	NO NEW ACTIVITY	\$ -	\$ -	\$ -
OCT 2019	Treasure Valley Rodeo Team 2019 Chukar Rodeo	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
NOV 2019	NO NEW ACTIVITY	\$ -	\$ -	\$ -
	11/22/2019	\$ 768,028.04	\$ 641,632.77	\$ 641,632.77



November 2019 ACTIVITY REPORT



November 2019



Emergency Medical:

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

CITY	143
RURAL	18

3 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	28	0	0
RURAL	4	1	0

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

TOTAL CALLS FOR MONTH

CITY	171
RURAL	22

FIREFIGHTER TRAINING:

1029/19 Final night of community Smoke Detector Installation.

11/5/19 Life flight awareness and Landing zones.

11/12/19 Unmanned Aircraft services- Drone pilot awareness.

11/13/19 Heart Illnesses and Heart Emergencies

PERMITS ISSUED:

City Open Burns 10

City Burn Barrels 0



November 2019



Rural Open Burns 106

Rural Burn Barrels 7

INSPECTIONS:

10/30/19 Heinz ORE-IDA new Film building fire sprinklers and fire alarm

11/4/19 Top Crop dispensary final

11/13/19 Pro-Rental final

11/14/19 TVCC final Testing center and numerous space heaters around campus.

11/19/19 Sunset Lanes fire sprinklers

11/21/19 Heinz Film room final

11/21/19 Two Witco care homes and office and additional care home with OSFM.

COMMUNITY INVOLVEMENT:

10/30/19 TVCC Halloween Boo Bash

10/31/19 Ontario High School Halloween Trunk or Treat





November 2019



11/2/19 Veterans Day Parade





November 2019



11/6/19 Lunch at Four Rivers Elementary

11/6, 11/13 Repair lights at OHS football field.

11/9/19 Display US. Flag at OHS state soccer playoffs with T-109

11/12/19 City Code enforcement new hire interviews

11/12/19 Police and Fire Station visit from a Boy Scout group 15 scouts





November 2019



11/9/19 Children's birthday party at the Fire Station



Summary of Calls of Interest:

City Incidents:

10/26/19 842 Railroad R-1 responded with vehicle fire with extrication of 2 patients trapped in a vehicle. Upon arrival at 14:06 R-1 found a silver pickup setting on its caved in roof. 100 arrived and assumed Railroad command. Two air ambulances were called for and transported the two patients to trauma center in Boise. R-1 used spreaders to remove driver's door and cutters to remove driver and middle seats. With great cooperation from all agencies on scene both patients were extricated from vehicle at 14:27. 155 arrived and assisted with the landing zone and cleaned and stowed extrication equipment. R-1 remained on scene to protect area until OSP arrived to investigate the scene.

10/28/19 56 NW 7th St R1 was called out for a fire alarm going off at a residence R1 arrived on scene with nothing showing. Home owner stated it was a false alarm. System went off from a scentsy pot.



November 2019



11/5/19 2568 SW 1st ave. 156 called for a smoke odor at the above residence. Upon arrival 156 was met by the employee at the residential boarding house. He stated there was a strong electrical smell coming from an electrical device above a closet door in the entry way. Upon initial inspection it was found that this was the doorbell and the solenoid inside the doorbell had overheated. Some of the mechanism had melted and there was some soot on the inside of the doorbell. The doorbell was removed. With 100 on scene upon further inspection the doorbell transformer was found inside of the closet. The transformer was found to be warmer than normal and the wires were also disconnected to prevent overheating. The RP was advised to have an electrician inspect and replace the doorbell system ASAP. With the smell dissipated and device disconnected 156, 100 were able to gather info and clear scene code 4.

11/6/19 Ontario State Park N. Oregon St. R1 was dispatched for a car on fire at the Ontario State Park. Arrived on scene to find a passenger car with the front and interior fully involved. LE was on scene and was talking with the owner/driver. We used a one inch booster line to extinguish the fire. There didn't appear to be any obvious indicator on how the fire started although it appeared to have started in the engine compartment based on the damage. The owner stated that he felt something funny in the steering just before pulling over at the park, and then the fire started. The owner wanted some of his property out of the trunk but we were unable to access it neither with a lever nor from the inside. We used spreader to access the trunk for the owner.

11/8/19 351 SW. 9th St. R1 called for water flow alarm as reported by ED employee West entrance alarm panel showed water flow in section #2. R1 was met by facilities employee. Employee had already checked vital areas and found no fire or water flow. R1 went to section #2 panels to check both for alarm info. Both showed the same water flow in section #2. Section #2 riser room checked no flow or pressure change noted. 100 on scene with crews, all outside flow indicators and alarms were clear and code 4. Alarm panel code was entered and full system reset was put in place. Alarm did reset as all floors were checked by R1 and fire doors were opened by facilities employee. All panels showed reset and normal. Facilities employees were going to remain on scene. R1 and 100 were able to clear code 4.

465 SW. 2nd St. Ontario Fire was dispatched to a public assist at 465 SW 2nd St. Apartment number 4. with a leaking pipe. R-1 arrived on scene and made contact with occupant of the apartment. The 30 gallon water heater is leaking at the copper line union and he is unable to shut of the valve. The water heater is located underneath the kitchen counter in a 3'x3'x4' compartment. Lt. Grimaldo asked the occupant if they had contacted the after hour's property manager. She stated she had tried her number on file but she was unable to reach anyone other than an answering machine. Lt. Grimaldo proceeded to turn the water valve to the off position but this only made the leak worse. R-1 requested for dispatch center to get a hold of the afterhours contact number. Dispatch center came back and informed R-1 that the emergency contact was advised of the situation and a plumber was on his way. At this time the occupant made the decision to remove the wood surrounding the water heater to expose the water valve. By removing the wood and cabinet door Lt. Grimaldo was able to access the valve and shut off the water. R-1 staff assisted to removing the standing water from the cabinet area.

11/18/19 240 NE 2nd St. Engine 103 and crew provided lighting for a police incident and investigation.



November 2019



11/21/19 195 SW. 3rd ave. R1 was dispatched for a non-injury MVC with a vehicle smoking. R1 arrived on scene and set up traffic control; they found that the vehicle was no longer smoking, and floor dry was applied to leaking antifreeze.

11/22/19 1410 SW. 4th ave. R-1 dispatched to a fire at Albertsons in the men's bathroom. Upon arrival R-1 found garbage smoldering in the garbage can in the men's bathroom. R-1 used water extinguisher to extinguish the garbage then moved the garbage can outside of the building. R-1 used positive pressure fan to clear smoke out of the business.

11/23/19 1775 E. Idaho Ave. Wal-Mart R1 called for fire alarm and a discharge of hood system above fryer. Upon arrival R1 found a light haze in the business. Upon investigation of the fryer area it was obvious that the hood system extinguisher had deployed. There were remnants of Glycol on the fryer. The employee stated that the heater was on when she started to transfer oil, with the heater on it instantly ignited the oil and started on fire. The heater should have been off but was left on. All of the equipment was turned off and employees were starting to clean up the fryers and the surrounding area. Fryers would be down until cleaned and fryers offline until hood system could be reset and inspected.

Rural Incidents:

10/30/19 4423 Bellows Dr. R1 was called to scene of smoke alarm that has activated several times with the smell of melted crayon. On scene the smell was present but no source could be located.

11/19/19 3737 Lincoln Dr. R1 was called to scene of smoke coming from the cold air return. On scene we checked the house inside and then the attic with nothing found. The electric furnace had been turned on just before the smoke was noticed. Investigation determined fan motor was bad and possibly responsible. Owner was going to call a repair service to have the furnace checked out.

11/21/19 Hwy 201 and Hyline R1 was dispatched for a motor vehicle crash involving a semi-truck and a pickup truck. R1 and 100 arrived on scene to find the pickup on its top with a victim DOA and trapped inside. Light smoke was coming from the engine area. R1 pulled a 1" booster line and had it ready near the front of the vehicle. Oregon State Police (OSP) advised us to await their go ahead to extricate the victim. TVP confirmed the victim was deceased. As soon as we got the go ahead from OSP we removed the driver side door and were able to remove the victim.

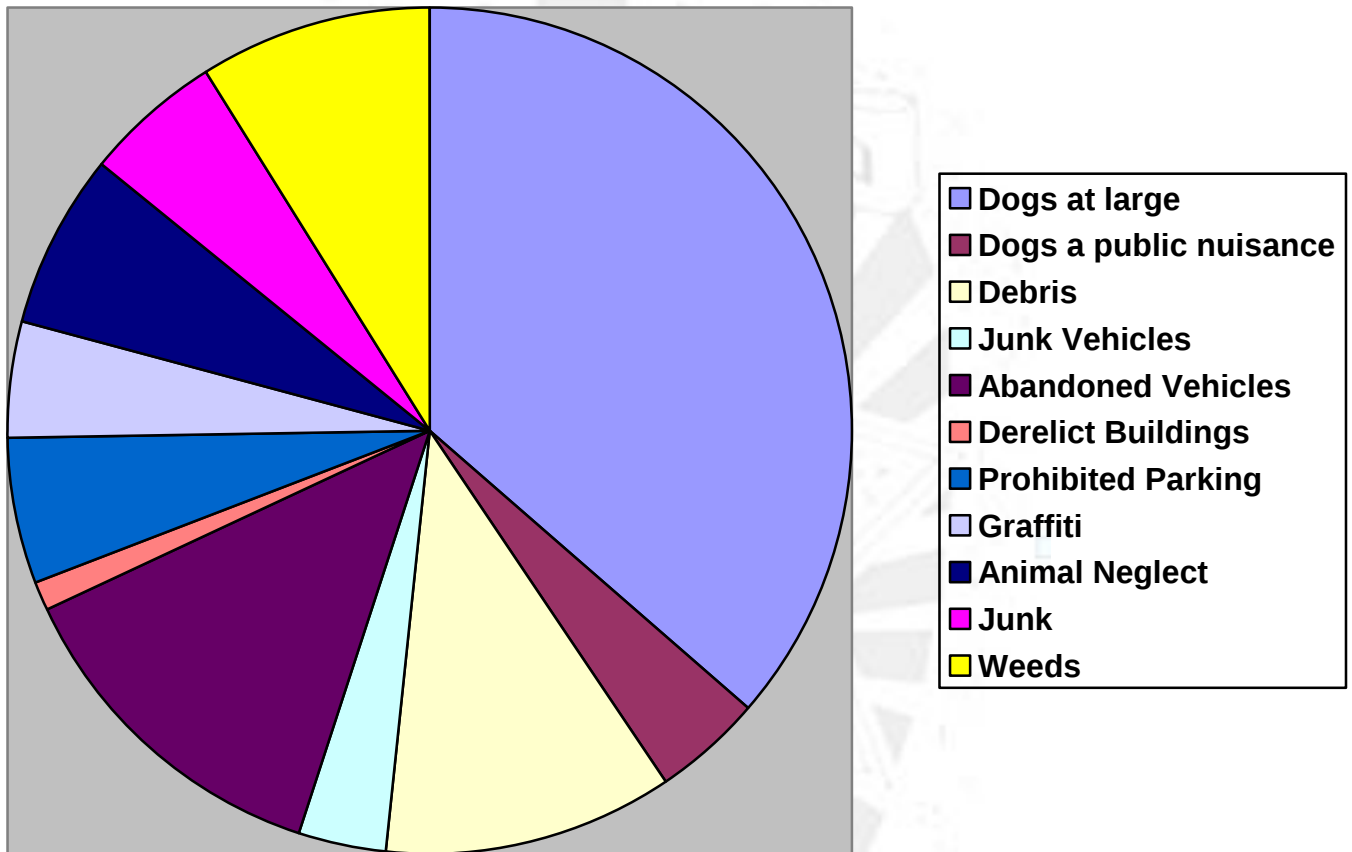


ONTARIO POLICE DEPARTMENT

444 SW 4TH STREET, ONTARIO, OR 97914

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

Code Enforcement Stats NOVEMBER 2019



Total Cases	88
Debris (Garbage, junk, scrap, debris)	10
Dogs running at large	33
Dogs taken to Ani-Care	15
Junk Vehicles	3
Junk	5
Weeds	8
Derelict Buildings Registered	1
Parking Citations	5



Lt. Jason Cooper
 Ontario Police Department
 444 SW 4th Street, Ontario, OR 97914

Police Stat Report

2019

Activity	Month of November	Month of October	Year to Date	Qrt1 Jan-Mar	Qrt2 Apr-Jun	Qrt3 Jul-Sept	PRIOR YTD
Calls for Service	867	925	9981	2379	2790	3020	9713
Traffic Stops	158	177	2007	341	501	830	2026
Cited Traffic/Parking	65	61	786	160	287	213	1052
Motor vehicle Crashes	44	48	440	116	128	104	421
Arrests	93	100	1018	254	268	303	870
Arrests w/Use of Force	1	2	14	5	1	5	9
SRO Cases	32	32	255	100	47	44	477
Gang Related Cases	1	0	36	13	12	10	116
Graffiti	2	6	67	12	17	30	126
Death Investigations	1	0	8	1	3	3	20
Burglary	11	8	161	51	50	41	97
Robbery	2	1	12	6	3	0	9
Thefts	68	66	683	149	216	184	391
Assault	12	10	140	35	44	39	95
Homicide	1	0	4	2	1	0	1
Sex Crimes	3	9	49	13	17	7	24
Alarms	25	33	280	63	65	94	323



JACOBS October 21 –



November 20 2019 Report

November
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 OCTOBER 21 – NOVEMBER 20:

- Weekly maintenance checks on lift stations and sewer cleaning.
- Continued sweeping the entire town.
- Swept the downtown area multiple times due to the leaves falling and additional pedestrian traffic.
- Set the traffic control up for the Veterans Day Parade.
- The concrete pad and sidewalk were poured for the Lions Park shelter. Concrete has cured, the roof is partially installed and the construction of the shelter will be completed soon. Looks great and will be a positive asset for community in the future.
- ADA crosswalk and access sidewalks were poured on Alameda, crosswalks painted and now in service.
- Catch basin cleaning has started and will be going through the fall.
- Water maintenance throughout town.
- Removed a gear box on the auger at SRCI Headworks and took it in to be rebuilt.
- Cleared a plugged discharge chute at SRCI Headworks.
- Bar screen system at the prison lift station was rebuilt and put back into service, this system has backup redundancy.
- Leaf pickup began on Monday, November 18th and two complete circuits have been made throughout town to pick up bagged debris. November 25th - 27th we will have a small crew address any bags that we may have missed the first week.
- 7 new trash cans were installed in the downtown core area replacing the old concrete cans. Those cans will be used at other locations in the City.
- Received 66 tons of De-icing salt for the Street crew snow and ice removal.
- Installed the Liquid De-icing tank in the truck for the winter.
- Staff began preparing trucks and sanders for next weeks predicted snow fall.
- 2 staff members attended an inhouse maintenance training seminar in Portland, they will in turn train the rest of our staff on new tools and procedures on our maintenance management system.
- Staff addressed multiple water leaks throughout the city, primarily water services that have degraded over time.
- 9 water services were turned on customer request.
- 10 water services were shut off customer request.
- 27 water services were on/off read only customer request.
- 43 water services were shut off for non-payment.
- 35 water services were turned on for payment received.
- 23 water meters were changed out for non-functioning.
- 12 water meters were checked for consumption issues.
- 1 water meter was checked to verify still off from the non-payment list and locked.



Newly installed trash cans in downtown core

FIELD SERVICES: STREETS & COLLECTION/DISTRIBUTION SUMMARY

ACTIVITIES OCTOBER 21 – NOVEMBER 20:

- 8 irrigation meters were shut off and winterized customer request.
- 16 water services were checked for leaks customer request.
- 4 new water services were installed.
- 5 water services were turned on and verified leaks were repaired by the customer.
- 49 utility locates were completed.



Above: Jacobs crew in action during Fall Cleanup Program.

Right: Jacobs crew installing thermo plastic and stop sign.



FIELD SERVICES: STREETS & COLLECTION/DISTRIBUTION SUMMARY

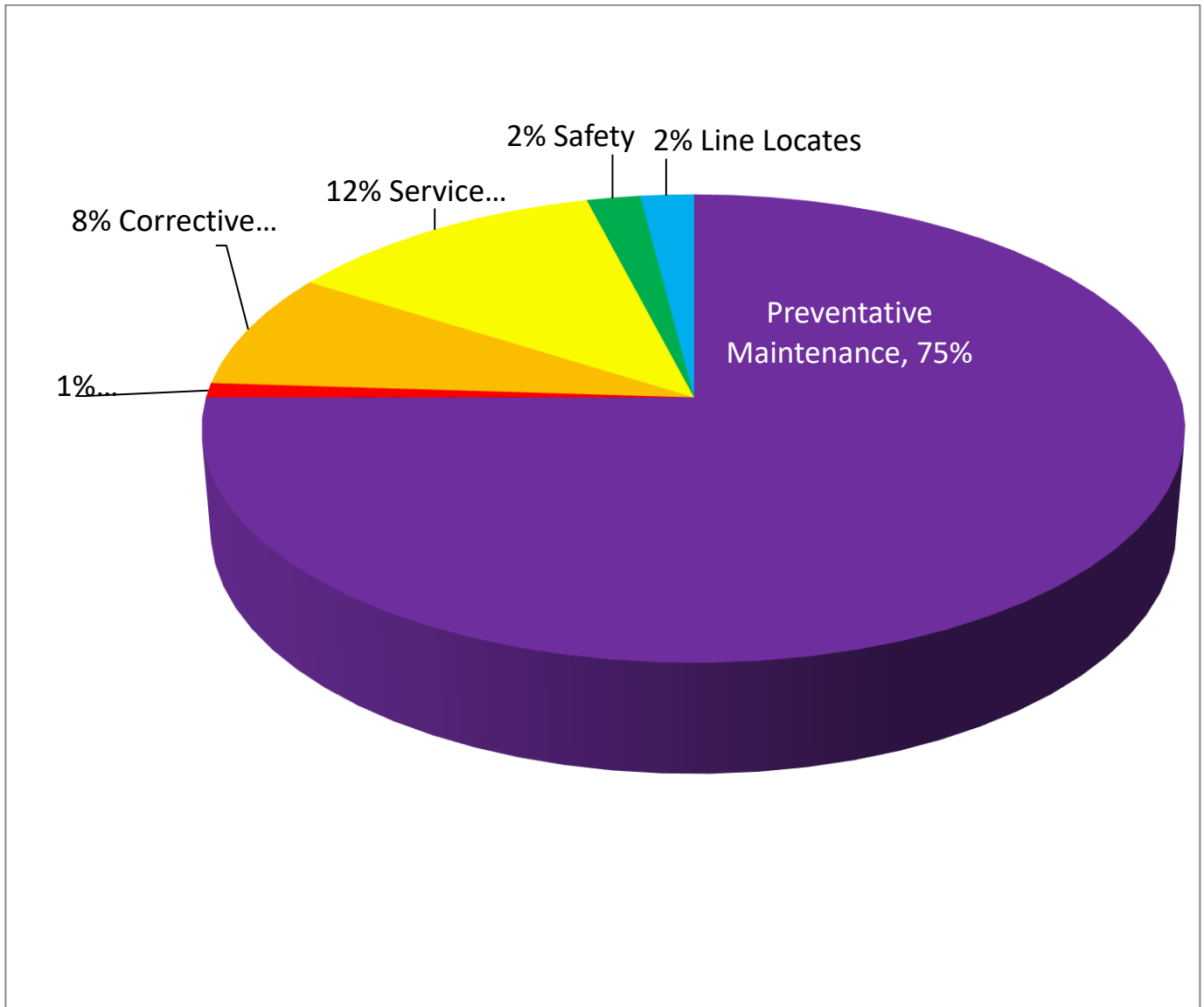
ACTIVITIES OCTOBER 21 – NOVEMBER 20:



Above: Jacobs staff is installing the roof on the shelter at Lions Park.

FIELD SERVICES: STREETS & COLLECTION/DISTRIBUTION SUMMARY

Work Orders
October 21 – November 20
Actual Hours by Work Order Type



WATER TREATMENT PLANT SUMMARY

ACTIVITIES OCTOBER 21 – NOVEMBER 20:

- Water inventories are at target levels.
- The plant is operating well with no operational issues to report.
- Water treatment staff run diagnostic checks (jar testing) multiple times weekly to optimize the water quality.
- Staff trouble shot and resolved an issue with a brine tank sensor for our disinfection system.
- Issues with our chemical feed system were discovered and modifications were made to the chemical feed system, including double check valves on specific chemical feed lines to prevent similar problems in the future.
- Housekeeping and painting continue at the water treatment plant. Primary focus is the pump gallery.
- One staff member passed his state mandated certification exam. That makes a total of 10 staff members that have upgraded their certifications levels this year.



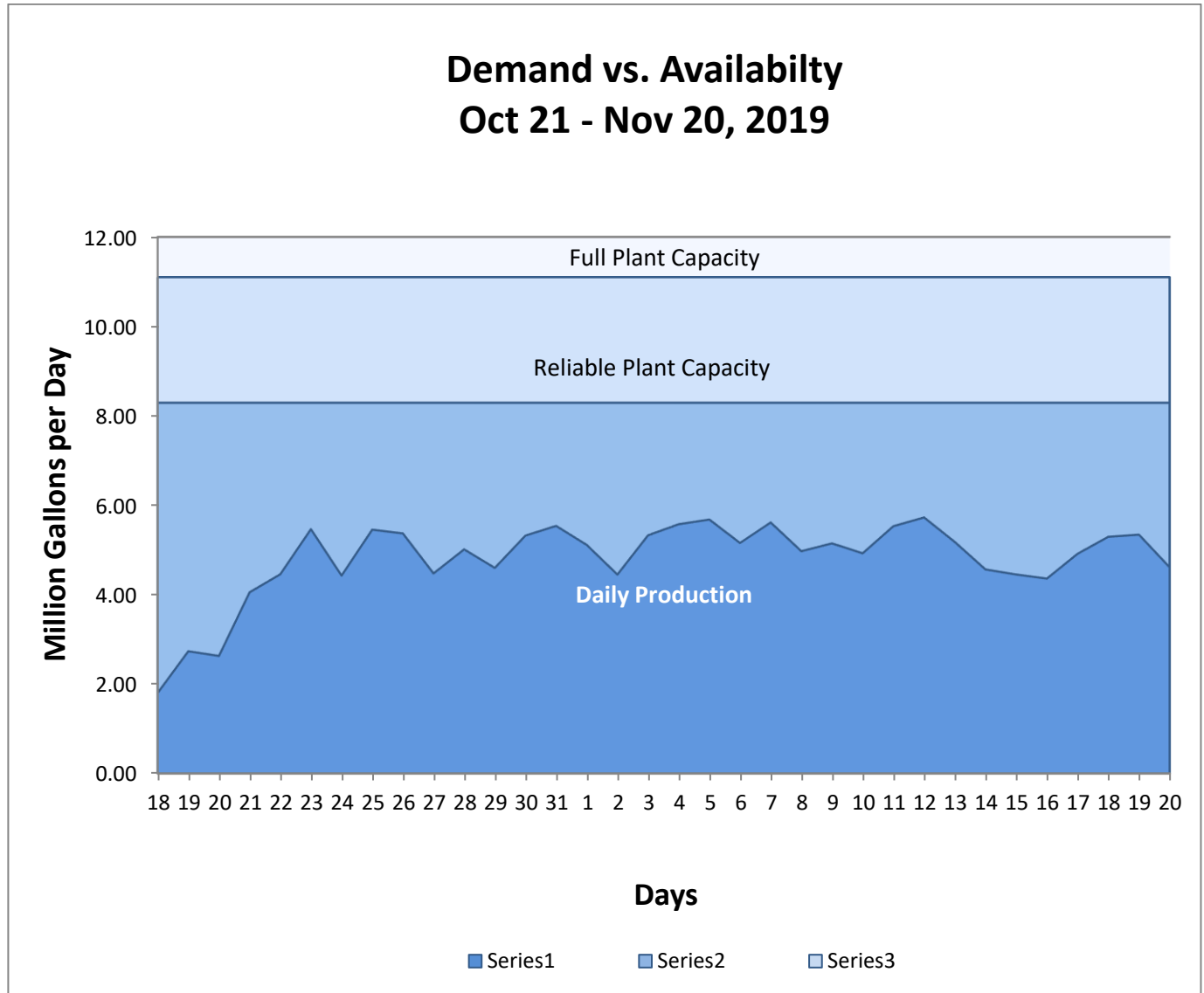
Above: Jacobs staff performing maintenance on Kmno_4 chemical feed line.

Below: Jacobs staff member performing maintenance on chlorine chemical feed lines.



WATER TREATMENT PLANT SUMMARY

ACTIVITIES OCTOBER 21 – NOVEMBER 20:



WASTEWATER TREATMENT PLANT SUMMARY

ACTIVITIES OCTOBER 21 – NOVEMBER 20:

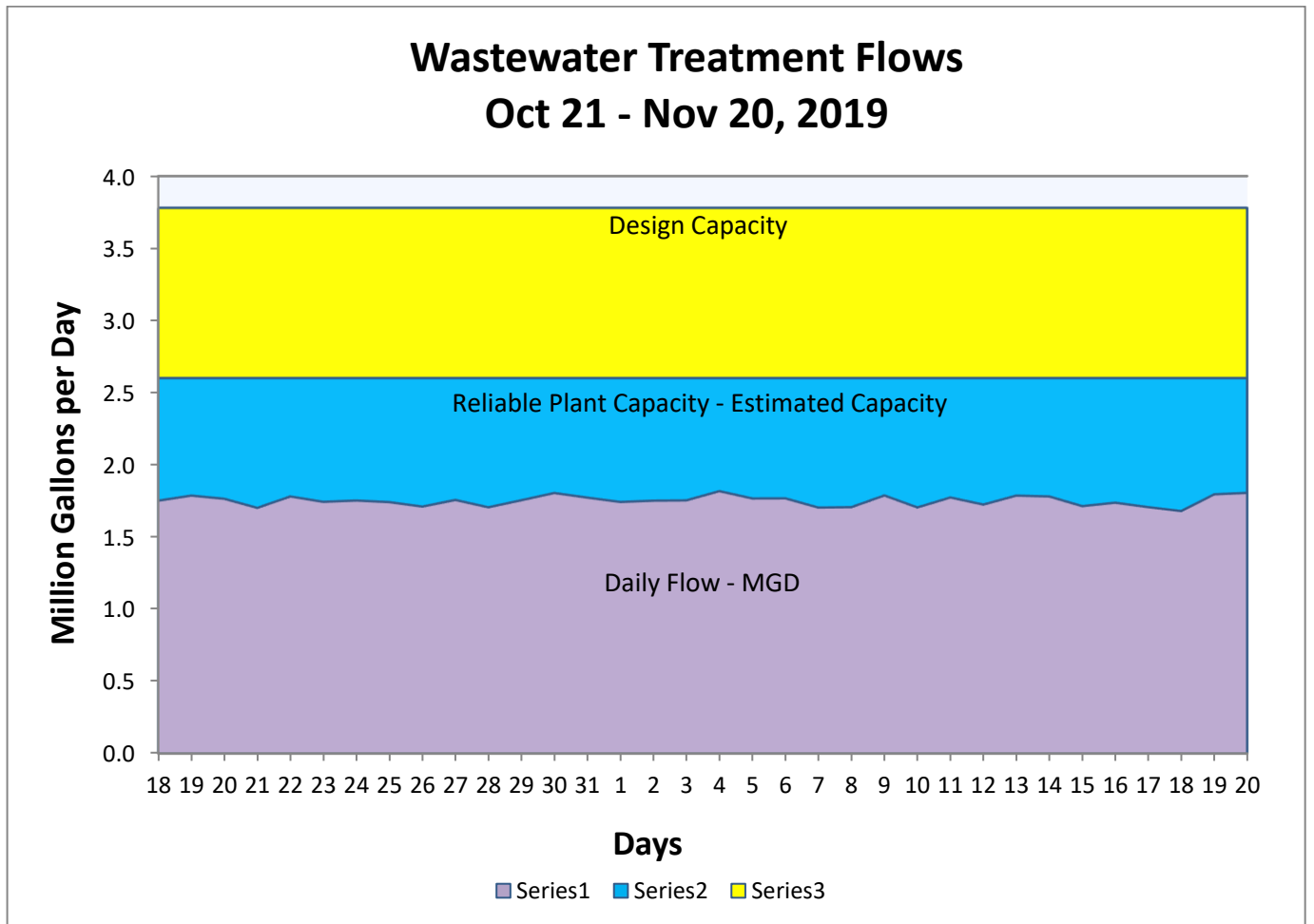
- Wastewater Plant is operating well.
- Weekly inspections of the equipment and buildings.
- We are discharging to the Snake River as mandated by our new NPDES permit.
- Staff members continue weed control around the facilities.
- Standard weekly and monthly maintenance activities as outlined by our computerized maintenance system.
- Annual maintenance on aerators continues to be performed.
- Odors at the Waste water treatment plant remains normal.



WWTP staff: Aboard the SS Minnow, performing maintenance on aerators at the WWTP.

WASTEWATER TREATMENT PLANT FLOWS

ACTIVITIES OCTOBER 21 – NOVEMBER 20:



PARKS AND CEMETERY SUMMARY

ACTIVITIES OCTOBER 21 – NOVEMBER 20:

- We had 2 burials at Evergreen cemetery and 2 burials at Sunset cemetery.
- Completed the yearly update on the HVAC PC system at city hall.
- The power meter at Laxon park was rebuilt, the wood on the old support had rotted and was no longer safe.
- Leaf mulching at the parks continues, leaves have not dropped as quickly as we had hoped, so mulching continues longer than we would have liked.
- Sprayed weed at Sunset Cemetery and City Hall.
- Lights have been installed on the tree at Lions Park.
- Down to watering the down town plant pots to one time a week.
- Winterization of underground irrigations systems has been completed.
- Crews went over snow removal equipment to assure reliable operation for winter.

ENGINEERING SUMMARY

ACTIVITIES OCTOBER 21 – NOVEMBER 20:

- Issued 5 ROW Permits
- Issued 0 New Addresses to new residential lots.
- Issued 1 New Address to Commercial lot.
- Attended 1 PDAC meetings to discuss the expansion of a business.
- Attended 1 PDAC meeting to discuss the remodel of an existing building for a new business.
- Attended the Jacobs and City of Ontario monthly safety meetings.
- Inspected the abandonment of 2 Backflow devices on irrigation systems.
- Multiple plan reviews for new construction
- Lion's Park Shelter and Alameda Crosswalk were completed by Warrington's Construction and Public Works staff.

S. Oregon Design – November 19th, City Council approved an all concrete ADA ramp option for S. Oregon project. Schedule is set for February advertisement and bid. CK3 is completing the design package.

NPDES – City staff and Jacobs met with the Business Oregon One-Stop team to talk about funding opportunities. Based on the meeting, Jacobs is revising design packaging opportunities such as the San Sewer Replacement project for 2020. Jacobs is also continuing to work towards a potential Variance.

CIP – Engineering is beginning to gather information regarding the CIP for the coming year. The group has developed some dates for internal meetings and background information.

SRCI – Jacobs and the City are working closely to continue to develop options for the SRCI rate schedule.

Splash Park/Skate Park RR – The Jacobs team met with a HS Senior shadowing Adam for the day, as well as the new Rec District Manager. Some ideas for the restroom were discussed. The design is underway; design review is tentatively scheduled for shortly after the first of the year with a bid opening not long after that.

Lions Shelter – Warrington Construction was the low bidder for the concrete pad and sidewalk. They completed their work and Jacobs team is continuing to work on the final completion of the roof.

WMP – Anderson Perry worked with staff on the ground to run fireflow tests in the field to calibrate the water model that has been developed.

ENGINEERING SUMMARY

ACTIVITIES OCTOBER 21 – NOVEMBER 20:

The progress meeting was delayed in order to finalize the calibration and have more to share at the next progress meeting. The team is still shooting for a January completion, but Jacobs is anticipating the schedule will push to February. There are no impacts associated with the schedule delay, as long as Jacobs can get capital improvement information from the AP team in a timely manner for the coming year's CIP.

TVCC Path – The City received a grant and Jacobs is finalizing the set of contract documents. The anticipated advertisement and bid period is January 2020.

Airport – the SW 33rd Street Sanitary Sewer Extension is nearly 100% complete. The advertisement for Bid goes out Dec. 1 with a bid opening on Dec. 17th.

WTP Slough – The report will be going into the State for review. The staff plans to complete the work on the project in the spring.

SE 2nd Street – The low bidder for Construction was Knife River. Their bid came in at \$2,996,814. ODOT was able to secure an additional funding to help cover the overrun. Knife River complained about the sewer work that was proposed to be done this fall within the footprint of the project and ODOT required the City to pull the advertisement and allow the work to be Change Ordered in by the Contractor (unless we cannot come to terms). There are some potential hazardous materials in the area from a previous clean up that are now slowing down progress. However, the engineering team and the construction management team from ODOT are working to resolve the issues and get the sewer work negotiated.

TSP – ODOT had prepared an IGA but found that several missing pieces so has withdrawn that and will resubmit as soon as possible. Kittleson is prepared to start the project as soon as ODOT and the City have an agreement in place.

SE 5th – This project may be pushed out in time to allow for more funds to be built up in the Fund Exchange program, as more will be needed for the SE 2nd Street project. The SE 2nd Street project and the fund balance in the Fund Exchange program will be monitored.

Beck Park Bridge – Structural engineers reviewed this bridge and provided a draft report for internal review. It is back to the review engineer with comments. It will be delivered to the City in December.

Tennis Courts – Because there were no bids, PW has been negotiating with Cody Taylor of Beynon Construction. We have been struggling to get an estimate for this work, but continue to press the contractor for estimates for spring construction.

Alameda School – ADA ramps have been constructed and a crosswalk has been striped on Alameda.

Additionally, new stop signs have been installed on the back side of the school where the majority of pick up and drop off occurs.

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.

