

**MISSION STATEMENT: TO CREATE A HEALTHY, SAFE, DIVERSE, AND PROSPEROUS CITY
BY ENGAGING COMMUNITY MEMBERS TO DEVELOP AN ENRICHED QUALITY OF LIFE.**



**PUBLIC WORKS COMMITTEE AGENDA
CITY OF ONTARIO OREGON
TUESDAY, SEPTEMBER 21, 2021, 3:00 PM, MT**
[Zoom Link](#)

1) CALL TO ORDER

Roll Call: Bernie Babcock ____ Pat Woodcock ____ Jackson Fox ____
Scott Wilson ____ Jake Galeener ____

City Council Ex-Officio ____ City Manager ____
Public Works Director ____ City Engineer ____

This Agenda was posted on September 16, 2021. Copies of the Agenda are available from the Public Works Offices and on the city's website at www.ontariooregon.org.

2) MOTION TO ADOPT MINUTES

- A) July 13, 2021
- B) August 17, 2021

3) OLD BUSINESS

- A) Downtown Centralized Dumpster Project

4) NEW BUSINESS

- A) MOU with ODFW and Pheasant Forever for access to Skyline and Malheur Farm Sites

5) DISCUSSION ITEMS

- A) Request for Proposal (RFP) Auctioneering Services for the sale of City Surplus Vehicles, Equipment and Supplies.

6) HAND-OUTS

- A) PWC Minutes:
7/13/2021
8/17/2021
- B) Map - Downtown Dumpster Location
- C) MOU Property use Agreement

7) CORRESPONDENCE, COMMENTS AND EX-OFFICIO REPORTS

8) ADJOURN



**AGENDA REPORT
OLD BUSINESS
September 21, 2021**

To: Public Works Committee

FROM: Al Cablay, Public Works Director

SUBJECT: DOWNTOWN CENTRALIZED DUMPSTER PROJECT

DATE: September 16, 2021

PROPOSED MOTION:

I MOVE THE COMMITTEE DIRECT PUBLIC WORKS STAFF TO INITIATE A PARTNERSHIP WITH THE ONTARIO SANITATION COMPANY TO ESTABLISH A JOINT PROJECT TO DESIGN AND BUILD CENTRALIZED DUMPSTERS IN THE DEPOT PARKING LOT.

SUMMARY:

In the past an effort to design and construct conveniently located Dumpster Corral locations for the Downtown Depot Parking areas. These efforts led to the current funds set aside by the City Manager's Office. The approved budget amount for this Fiscal Year 2021-2022 is \$35,000.00.

BACKGROUND:

According to Ontario Sanitation's General Manager, Scott Wilson there have been past efforts to partner with the City on a joint project to design and build Dumpster Enclosures for the City's Depot Parking Lot.

CURRENT SITUATION:

The City's current fiscal year budget, FY 2021-2022 has an approved amount of \$35,000.00 earmarked.

The following action(s) have been taken:

- A map has been prepared showing three- (3) proposed locations.
- A business-to-business survey has been taken to obtain current owners opinion on the proposed Centralized Dumpster concept.
- Public Works Staff have attempted to obtain quotes from Contractors to verify the cost

of one-(1) location for budgeting purposes.

ANALYSIS:

- A. **STRATEGIC PLAN** Efforts to beautify the Deport parking Lot area are efforts that support the City's Strategy of "Beautification".
- B. **FINANCIAL** FY 2021-2022 \$35,000.00.
- C. **TIMING** This location is central to the Downtown Area and is a location agreed upon by both the Ontario Sanitation Company and City Staff.
- D. **POLICY/LEGAL** N/A

ALTERNATIVES:

Option A - No Action.

Option B - Support Joint Project.

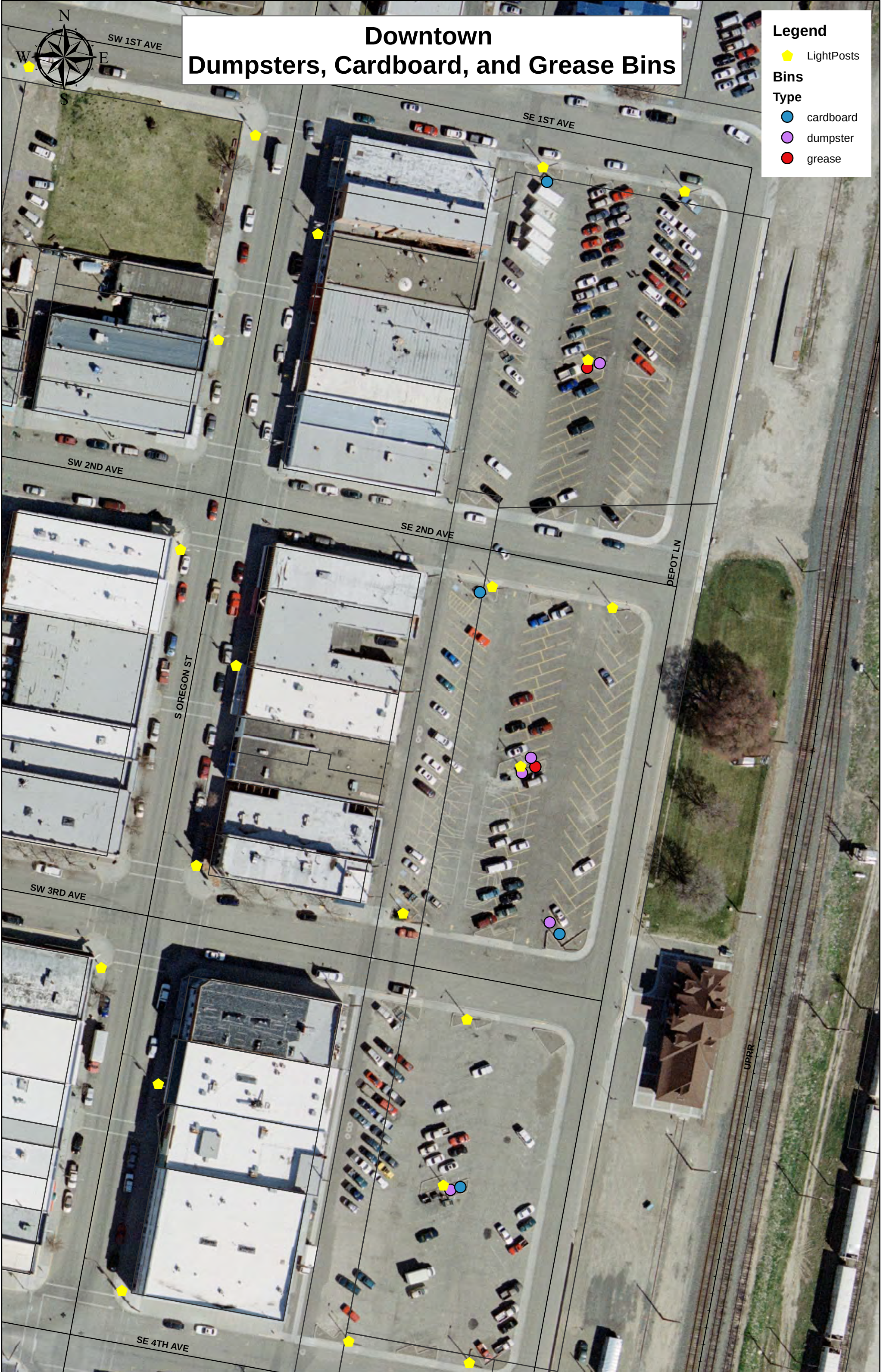
Option C - City sponsored project only.

RECOMMENDATION:

Staff recommends the Public Works Committee recommend that the Ontario Sanitation Company form a partnership with the Public Works (Jacobs) Staff to prepare a Downtown Centralized Dumpster Project. Beginning with the area located directly behind the current Mexican Restaurant, Fiesta Guadalajara - 336 S. Oregon Street.

ATTACHMENTS:

- 1. Bins080221



Downtown Dumpsters, Cardboard, and Grease Bins

- Legend**
- LightPosts
 - Bins**
 - Type**
 - cardboard
 - dumpster
 - grease



**AGENDA REPORT
NEW BUSINESS
September 21, 2021**

To: Public Works Committee

FROM: Paul Woods, City Engineer

SUBJECT: **MOU WITH ODFW AND PHEASANT FOREVER FOR ACCESS TO SKYLINE AND MALHEUR FARM SITES**

DATE: September 16, 2021

PROPOSED MOTION:

I MOVE THE COMMITTEE RECOMMENDS TO THE CITY COUNCIL APPROVAL OF THE MOU BETWEEN THE OREGON DEPARTMENT OF FISH & WILDLIFE AND PHEASANTS FOREVER FOR HUNTING AND FISHING ACCESS TO BOTH MALHEUR AND SKYLINE FARM SITES.

SUMMARY:

The City previously entered into an MOU with ODFW and Pheasants Forever for hunting and fishing access to Malheur and Skyline Farm sites. The term of the prior agreement expired and requires renewal. Staff have made minor changes to the prior agreement for consideration and adoption.

BACKGROUND:

The City previously entered into an MOU with ODFW and Pheasants Forever in 2015 for hunting and fishing access to Malheur and Skyline Farm sites.

CURRENT SITUATION:

The term of the prior agreement expired and requires renewal.

ANALYSIS:

- A. **STRATEGIC PLAN** The MOU is consistent with the Strategic Plan in maximizing public benefit from City-owned facilities.
- B. **FINANCIAL** There is no financial impact from the MOU.
- C. **TIMING** Since the prior MOU is expired, timely consideration of renewal is a benefit to all parties.
- D. **POLICY/LEGAL** Legal has reviewed the document and proposed changes.

ALTERNATIVES:

If the MOU is not renewed, public access for hunting and fishing could be restricted.

RECOMMENDATION:

Staff recommends approving the MOU for consideration by the City Council.

ATTACHMENTS:

1. MOU- City of Ontario- Pheasants Forever 2021 Update

MEMORANDUM OF UNDERSTANDING

Property Use Agreement- City of Ontario, Water Treatment Fields and Skyline Farms Parcel

This Memorandum of Understanding (MOU) is made and entered into by and between the State of Oregon, acting by and through its Department of Fish and Wildlife, hereinafter referred to as "ODFW"; City of Ontario, Oregon, hereinafter referred to as "the City"; and the Malheur County Chapter of Pheasants Forever, Inc., a Minnesota corporation, hereinafter referred to as "Pheasants Forever"; all herein referred to individually or collectively as the "Party" or "Parties."

RECITALS

1. ODFW is an agency of the State of Oregon with the statutory authority for management of Oregon's fish and wildlife resources (ORS 196 through 513). ODFW's mission is to protect and enhance Oregon's fish and wildlife and their habitats for use and enjoyment by present and future generations.
2. The City is the property owner of the two land parcels referenced, in Attachment AA-Legal-Description-for the City of Ontario, in Malheur County Oregon.
3. Pheasants Forever is a tax-exempt Minnesota based, membership-based organization dedicated to the conservation of pheasants, quail and other wildlife through habitat improvements, public awareness, education and land management policies and programs.

TERMS AND CONDITIONS

1. Purpose. It is the intent of the Parties to document in this MOU, the coordinated efforts regarding the intentions, roles and responsibilities of the Parties.
2. Term. This MOU shall become effective when all required signatures have been obtained and shall remain in effect until December 31, 2024~~9~~. The MOU may be terminated by any party for any reason, on 30-days prior written notice, delivered at any time by certified mail or in person.
3. Roles and Responsibilities. Unless otherwise agreed in writing, the Parties will have the following roles and responsibilities as to the Property, hereinafter referred to as "Premises".
 - a. ODFW shall allow fishing access to the Malheur River and hunting on the Premises in accordance with the terms of this Agreement, with respect to the contract farmer, and in accordance with fish and game regulations of the State of Oregon (Fishing and any type of access is not allowed to any of the water treatment ponds on either property).
 - b. The City intends to allow ODFW and Pheasants Forever access to the Premises for the limited purpose of providing controlled public access for fishing, for migratory and upland bird hunting and for archery-only big game hunting.
 - i. The City is waiving the Access and Habitat (A&H) Fee and providing hunting access free of charge to Pheasants Forever and ODFW.
 - ii. The City may impose any reasonable restrictions on Pheasants Forever's activities on the Premises that negatively impact the City's Farm Lessee or that interfere with the City's wastewater treatment operations including land application of recycled water.
 - iii. The City reserves the right to modify the terms of use ~~develop the Premises for other uses~~ in the future, including for its Greenbelt trail system and for a public park. The City shall give the Parties reasonable 30 days notice in advance of its intent to modify the terms of use ~~for~~ the Premises ~~for any use~~ that may require additional restrictions on hunting on the Premises.

- c. Pheasants Forever intends to use the Premises for the limited purpose of providing controlled public access for fishing, for migratory and upland bird hunting and for archery-only big game hunting.
- d. The Parties use of the Premises.
 - i. *Permitted Use.* Pheasants Forever shall use the Premises for the limited purposes of: 1) fishing; 2) migratory and upland bird hunting; and 3) archery-only big game hunting. Pheasants Forever and ODFW will permit members of the public to hunt and fish on the Premises in accordance with the terms of this Agreement and in accordance with fish and game regulations of the State of Oregon.
 - ii. *Prohibited Use.* The parties acknowledge that the use of the Premises as set forth above in "The Parties use of the Premises" section "i" is for a recreational purpose as defined in ORS 105.672(5). Pheasants Forever is prohibited from using the Premises, and from allowing the public to use the Premises, for any purpose that is not a recreational purpose as defined in ORS 105.672(5).
 - iii. *Construction and Maintenance of Improvements.* ~~In order to facilitate the use of the Premises for the purposes identified herein,~~ Pheasants Forever and ODFW may construct and maintain certain improvements to the Premises, as ~~more particularly described in Attachment B – List of Improvements – Page 1 attached hereto approved by the City in advance.~~ ODFW and Pheasants Forever may also assist with habitat improvements in non-crop areas, either financially or otherwise pending approval from the ~~Water / Wastewater Operations Supervisor~~ City. Pheasants Forever and ODFW shall obtain the City's approval in advance before constructing any other improvements on the Premises. Upon final termination of this MOU, the City may, at its option, retain ownership of the improvements or require the improvements to be removed by Pheasants Forever.
 - iv. *Restrictions on Use.* ODFW's and Pheasants Forever's hunting rights on the Premises are subject to the City's continuing use of the Premises for its wastewater treatment operations ~~including land application of recycled water, including but not limited to maintenance of sewage effluent disposal fields.~~ Pheasants Forever shall be responsible for controlling hunting on the Premises so as not to ~~negatively impact the City's Farm Lessee interfere with these~~ operations.
- 4. *Insurance.* Pheasants Forever shall obtain and maintain not less than a \$1,000,000 combined single limit bodily injury and property damage insurance policy with a responsible company. Such insurance shall cover all risks arising directly or indirectly out of Pheasants Forever's activities on or any condition of the Premises, shall protect Pheasants Forever against the claims of the City on account of the obligations assumed by Pheasants Forever under the provisions of the indemnification paragraph contained herein, and shall protect the City and Pheasants Forever against any and all claims of third persons. Pheasants Forever shall maintain the insurance required under the MOU and shall name the City as an additional insured on its insurance policy. Pheasants Forever shall provide the City with evidence of its insurance coverage in compliance with the MOU before the term begins and within 30 days before any modification or cancellation of such insurance. The City acknowledges that it remains responsible for any liability to any third party to the extent such liability arises from the City's negligence or other misconduct and exceeds the limits of Pheasants Forever's contractual liability insurance coverage required under this MOU.
- 5. *Indemnification.* During the MOU term and any renewal term, Pheasants Forever shall indemnify the City and hold it harmless from any claims arising from activities conducted on the Premises by Pheasants Forever or by members of the public permitted on the Premises by Pheasants Forever.
- 6. *Coordination and Consultation.* The Parties will coordinate their respective actions under this MOU and will consult with one another prior to taking significant actions that may affect the actions of another Party under the MOU.

Unless otherwise agreed, the principal contacts identified below will be responsible for ensuring appropriate coordination and consultation actions under the MOU.

7. ~~Impasse or Disagreement. The Parties intend that, if an impasse or disagreement should occur on issues pertaining to the MOU, a collaborative process will be initiated to resolve the difference. A collaborative process may be requested by any Party and will conform to generally accepted mediation practices in the state of Oregon.~~
8. Public Information. The Parties agree that their respective actions under this MOU will be conducted in a transparent and accountable manner, and further understand that information and records generated as a result of their respective actions may be subject to public disclosure at any time during the term of the MOU.
9. Principal Contacts and Notices. Each Party will designate a principal contact for MOU matters, who, among other things, will be responsible for receiving and distributing information related to this MOU. Any notice between the Parties shall be given in writing (personal delivery, facsimile, electronic mail or mailing the same, postage prepaid) to the principal contacts as listed below. The Parties shall notify each other in writing of any contact information changes during the term of this MOU and notice is not complete until confirmed in writing by the other Party.
 - a. ODFW: Tom Segal, Malheur Watershed Habitat Biologist, 3814 Clark Blvd, Ontario, OR 97914, 541-889-6975, Thomas.P.Segal@state.or.us
 - b. The City: ~~Jerry Elliot Adam Brown, Water / Wastewater Operations Supervisor City Manager, 1551 N.W. 9th St 444 SW 4th Street., Ontario, OR 97914, 541-889-8014 881-3201,~~
~~jerry.elliottadam.brown@eh2m.eomontariooregon.org~~
 - c. Pheasants Forever: David B. Stiefvater, Manager, 446 NW 5th Ave., Ontario, OR 97914, 541-881-6491, dbstiefvater@gmail.com.com
10. Non-Binding Nature of MOU. This MOU is nonbinding and is neither a fiscal nor a funds obligation document and should not be construed as a commitment by any Party. Such endeavors will be outlined in separate documents that shall be made in writing by representatives of the Parties and shall be independently authorized by appropriate statutory authority. This MOU does not provide such authority. Specifically, this MOU does not establish authority for competitive award to the Parties of this MOU. Notwithstanding the signing or delivery of the MOU, or any past, present or future actions or approvals by any Party based upon this MOU, none of the Parties are under any legal obligation with respect to the intentions outlined above and no binding commitment of any nature whatsoever will be implied.
11. Modification. The terms of this MOU shall not be waived, altered, modified, supplemented or amended, in any manner whatsoever, except by written agreement signed by the Parties.
12. Counterpart Signatures. This MOU may be executed in several counterparts (facsimile or otherwise) all of which when taken together shall constitute one agreement endorsed by all Parties, notwithstanding that all Parties are not signatories to the same counterpart. Each copy of this MOU so executed shall constitute an original.

THE PARTIES, by execution of this MOU, hereby acknowledge that their signing representatives have read this MOU, understand it, and agree to its terms and conditions.

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STATE OF OREGON, by and through its
Department of Fish and Wildlife

By _____
Acting Deputy Director for Administration:
William A. Herber

Date _____

**PHEASANTS FOREVER, INC., Malheur
County Chapter**

By _____

Date _____

THE CITY OF ONTARIO, OREGON

By _____ ~~Interim~~
~~Mayor, City of Ontario~~ ~~City Manager: Tori~~
~~Barnett, MMC, City Recorder~~

Date _____

**Skyline Farm
City of Ontario**



— Farmer Maintained Roads (2.27 miles)

— Irrigation Piping

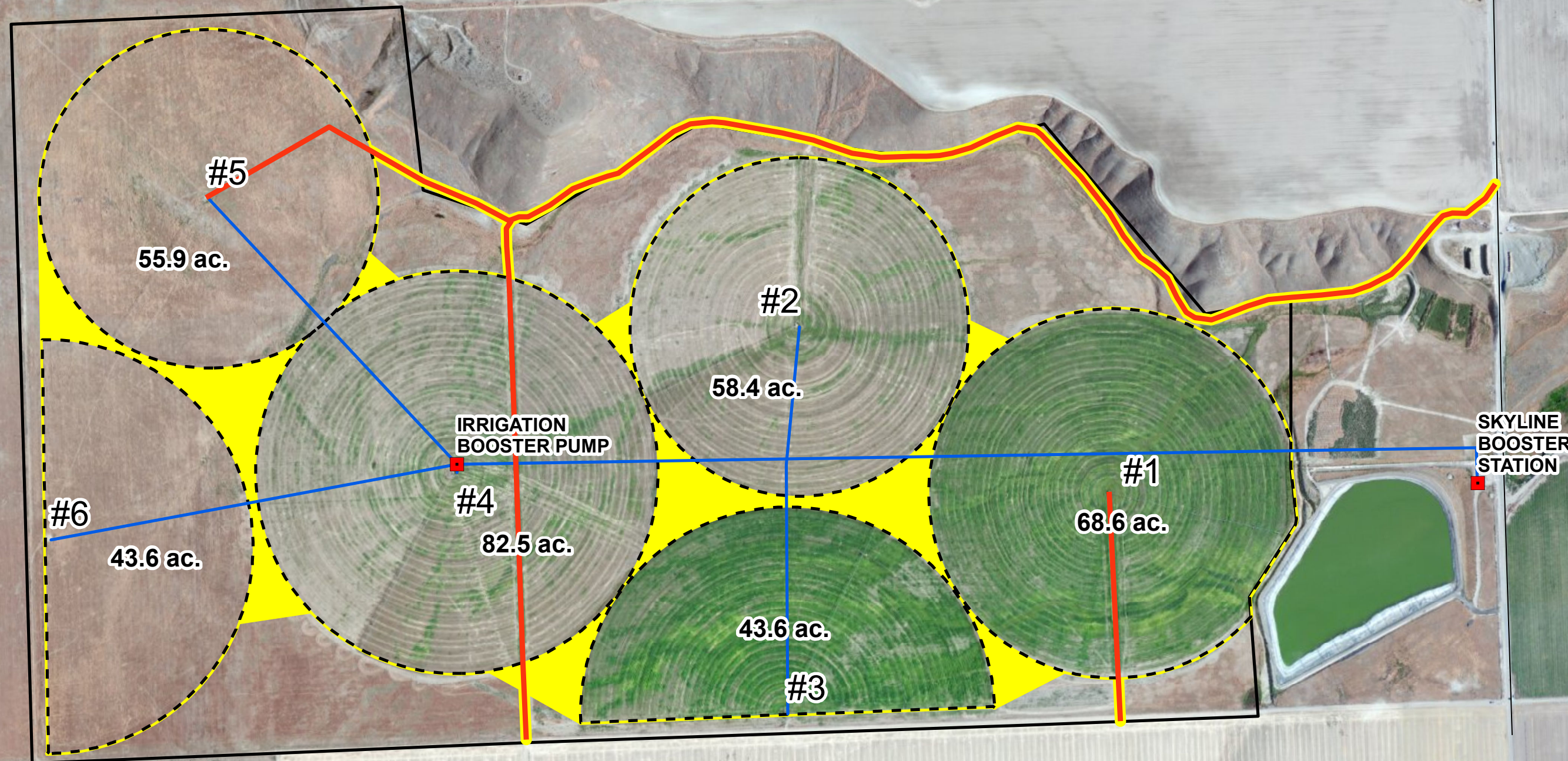
--- Pivot Area

■ Buffer Area

□ Farm Boundary

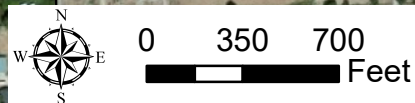
Attachment A

Pg 1 of 2

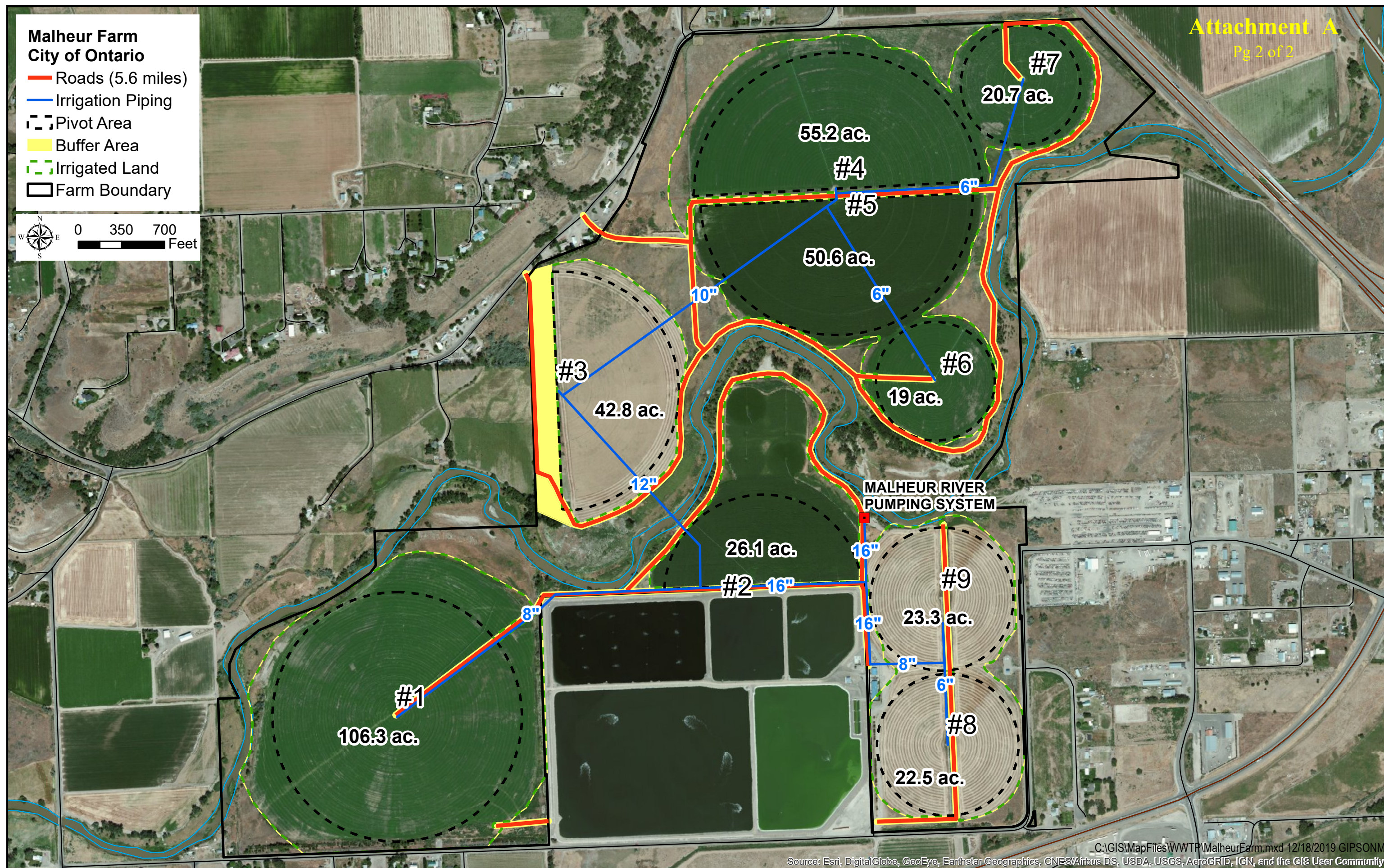


**Malheur Farm
City of Ontario**

- Roads (5.6 miles)
- Irrigation Piping
- - Pivot Area
- Buffer Area
- - Irrigated Land
- Farm Boundary



Attachment A
Pg 2 of 2





**AGENDA REPORT
DISCUSSION ITEMS
September 21, 2021**

To: Public Works Committee

FROM:

SUBJECT: REQUEST FOR PROPOSAL (RFP) AUCTIONEERING SERVICES FOR THE SALE OF CITY SURPLUS VEHICLES, EQUIPMENT AND SUPPLIES.

DATE: September 16, 2021

PROPOSED MOTION:

INFORMATION ONLY

SUMMARY:

At the previous Public Works Committee meeting of August 17, 2021 the Committee received the current list of City-owned Vehicles, Equipment and Supplies. Action was taken at this meeting to recommend to the City Council to declare this list of city-owned assets as 'SURPLUS' and eligible for public auction.

BACKGROUND:

The RFP process allows for qualified proposals to be submitted for various services being requested by a Public Agency. A designated set of specifications are prepared with a particular service, program or product to be provided by the terms stated in the RFP document.

The purpose and intent of the RFP specifications is to provide a fair and equitable basis from which any qualified business entity can submit a proposal that will be rated and compared to Proposals that have been submitted under the same criteria.

CURRENT SITUATION:

Proposed RFP is scheduled to be advertised in time for the Proposals to be received, rated and awarded by the City Council by their first meeting in October, which is Tuesday, 10/12, 2021.

ANALYSIS:

A. **STRATEGIC PLAN**

- B. **FINANCIAL** All proceeds generated by the sale of surplus items (minus the cost of the auctioneering services) will return to the funds that each item were originally

purchased. Example: If the funds used to purchase an item were from the Water Enterprise Fund all monies from the sale of that surplus item (minus its share of the Auctioneering Service charges) are returned to that specific fund.

- C. **TIMING** Ideally this process of declaring city-owned assets such as Vehicles, Equipment and Supplies are done every 5 to 10 ten years depending on the condition and volume of assets owned by the Public Agency.

- D. **POLICY/LEGAL**

ALTERNATIVES:

No Action. Not recommended due to the responsibility of maintaining stored items and the constant diminishing value of these items.

RECOMMENDATION:

Staff recommends the Committee receive and File this information Only item.

ATTACHMENTS:

None



PUBLIC WORKS COMMITTEE MEETING MINUTES

Tuesday, July 13, 2021, 3:00 p.m. MT

The scheduled meeting of the Public Works was called to order by Chairman Bernie Babcock at approximately 3:05 p.m. on Tuesday, July 13, 2021 in the Council Chambers of City Hall. Committee members present in person or attended via Teams were Bernie Babcock, Scott Wilson, Jackson Fox, and Jake Galeener; Pat Woodcock was excused.

Others present in person or via Teams were Al Cablay, Paul Woods, Suzanne Mulvany, Adam Brown, Eddie Melendrez and Lynn Johnson, Parks Committee.

The press was notified. This Agenda was posted on July 09, 2021; copies of the Agenda and Minutes are available at the Public Works Headquarters and on the city's website at www.ontariooregon.org.

A request to amend the Agenda was brought forward to add section D. Parks Committee Report, Lynn Johnson under Discussion Items: Consensus was passed unanimously.

ADOPTION OF MINUTES – JUNE 08, 2021

RESOLUTION, ACTION &/OR MOTION:

THE MOTION WAS MADE BY MR. WILSON, SECONDED BY MR. FOX TO ADOPT THE MINUTES OF THE PREVIOUS MEETING, JUNE 08, 2021: MOTION PASSED UNANIMOUSLY.

OLD BUSINESS

Alameda Elementary Traffic Issue Update

AC – Mr. Chairman and members of the committee, we'd like to provide the committee an update as you recall this traffic item was brought before both the committee and daylighted with the City Council with the actions that we would be providing to the school district. This is a partnership with the parking problem that the committee is aware of. And this is the first step, the signage that will affect that side of the street which we believe will help.



Just wanted to give you the update and we are still working out the details since it is still the summer season. The gate along the back side of the property is shut and locked, and the details have yet to be decided on how that is to be opened up during the school season.

Heinz / Americold – No Truck Parking Sign Locations

PIW - Mr. Chairman and members of the committee, this was an issue that was brought directly to Council through a citizen request and council gave direction to staff to work on a solution. We did have a meeting with both Heinz and Americold and they are developing a new drop lot to help alleviate this issue. But the timing on that is uncertain. Then as we did more research there is actually an ordinance in place currently that does not allow Semi-truck parking on the street through out the city from 10:00 p.m. to 7:00 a.m. And the City Manager has the authority to designate “No Parking” areas. So, in coordination with Adam we came up with this location where parking would just Not be allowed at any time. We have ordered those signs and hope to have those up in the coming weeks.



AC – You can see the red locations are where we approximated the signs will be placed, a total of 30 signs.

BB – I believe I am looking at the Americold building, it shows a couple semi-trucks parked right in front of the building; you show it as a red line so there will be no parking in front of that building? AC – Correct.

BB – And they are amenable to that?

PIW – Mr. Chairman, I think that will be something that evolves. The needle that we are trying to thread here is not so much during the day parking on that side, but if they park there all night and idle all night they are right across from residential areas. So that’s what we are trying to strike a balance on. But we get your point about that is where they are kind of lined up to load. And again, it’s been kind of represented that the drop lot is going to dramatically change that because basically the trucks will come in, pick up his fill, and get out of there. But your point is well taken from a functionality standpoint. I think that’s probably the one area that we’ll maybe have some further discussion.

(Continued discussion and clarification on where the signs will be posted. Also, that the initial complaint was the noise, then discussed other issues of speed and blocking driveways that have been discussed with the Ontario PD.)

AC – This is still a work in progress and to summarize, a total of 30 signs have been ordered along with the bases, and the next step will be speed limit signs and further communication with Americold would be appropriate.

BB - Not sure how the rest of the committee feels, but I believe that Jake's comments regarding "No Through Traffic" on the side streets deserves some merit and some consideration.

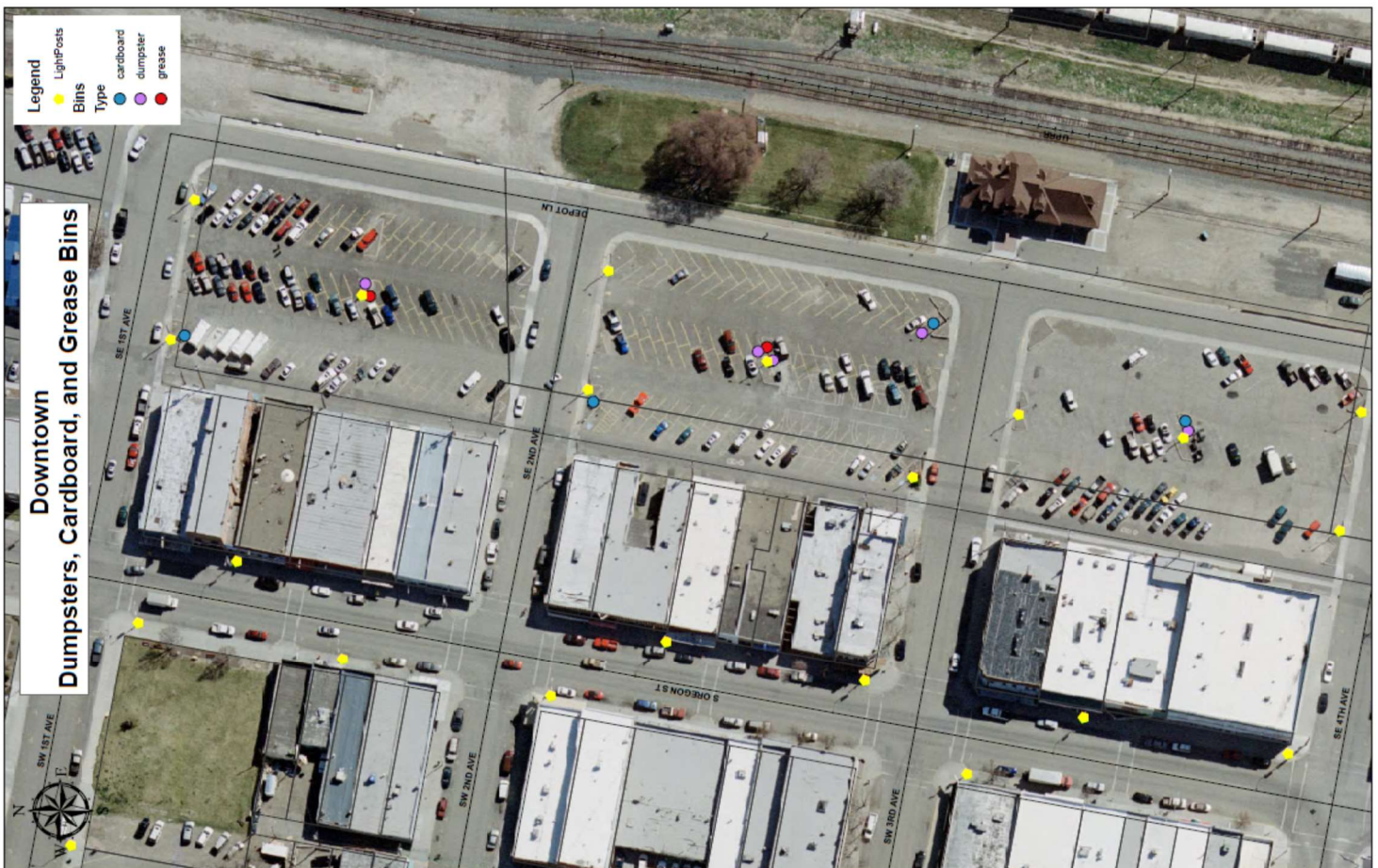
DISCUSSION ITEMS

Auction Surplus Items

AC – This is just a brief advertisement. The City owns numerous vehicles and equipment as well as items like printers, sorters, etc. that we needed to declare as surplus, and Public Works has been identified as the department that will be doing that. We are compiling an inventory and wanted to daylight these with the committee because that will continue as a list, and as part of the requirements to declare them surplus. It will go before the City Council and a date will be given as far as the public auction. The details have not been worked out, but this is just the first notification and wanted to committee to be informed. If you want you can come down to 1551 NW 9th Street, which is our Public Works Facility and see all the equipment there ready for either mobilization to an auction yard, or we will just hold it there. Again, those details have not been worked out.

Downtown Dumpster Project

Legend: Yellow-Lights, Blue-Cardboard, Purple-Dumpster, Red-Grease



AC – Mr. Chairman and members of the Committee, this is the latest drawing that we have come up with. And again, it has been a long endeavor as this has technically been on the books as far as funding for two fiscal years. Last fiscal year there was a sum of around \$35,000 that has been carried forward to this year. Scott Wilson is aware of it and has been involved with it and sort of an impromptu partner in helping us guide our efforts and our direction. So, what you have before you is a map that we have come up with that shows right now the three locations that we'd like to centralize these dumpsters in the Depot parking lot of the downtown area. Essentially, they are the three areas that exist now that we'd place these dumpster enclosures. It has been difficult in getting contractors to give us any type of estimate or quote on what we are planning, which is some block walls and some gates but are not exactly sure of what the \$35,000 would

get us on what we need. The one site that we did decide on with Scott is the one directly behind Fiesta Guadalajara; I have taken a survey of Eldredge Furniture, as well as Fiesta Guadalajara and spoken to the current owner of the vacant building about the idea and that's as far as we've gotten.

SW – We have met a couple of times and the proposed site behind Fiesta Guadalajara wouldn't require them to move any of their containers; it would just basically be building enclosures right where their containers are now. The only one that would need to move is Eldredge Furniture.

AC – For the record they objected to having to move.

SW – The original goal to this project 2-3 years ago was to get all the garbage services up against the building in the alley which is now just part of the parking lots. And a previous Council member thought it might look nice if we had all the containers and carts not up against the buildings but more in one central location in each block. That's what started this and been moving slowly since then. The long-term goal was to get the businesses to use the central location on their block instead of having every business having a separate container; to clean it up and make it look nice.

(Continued discussion, stories, and previous experiences.)

Water Reservoir Painting & Tank Covering Proposed Project

AC – Mr. Chairman and members of the Committee, I would like to call on our Councilor Eddie Melendrez to speak to you about this effort.



EM - Good afternoon, I used to live in Vale when I was little, and in Vale there are a bunch of great murals. I am an artist, and my dream was to do one of those murals. I never knew who to contact to be able to do that, but now that I am in Ontario, on the City Council, and now here, I was hoping to do some type of Mural Project and use some unutilized spacing on let's say the Water Towers or Tank Reservoirs. I believe it was Marty Justus that wanted to get something going on those towers, and in talking to Al, he had an idea that maybe a business could sponsor or do something every 10-years or so just to beautify Ontario.

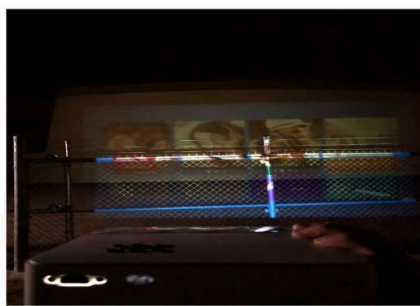


I was hoping to do some murals and/or collaborate with other artists in the area as we have a couple murals in Ontario on a couple businesses. I've done some of the groundwork and hoping it could be a collaborative effort between the Four Rivers Cultural Center as they have a multitude of photos. It was explained to me I think that back in the great depression time that Ontario, Oregon, or Malheur County was one of the poorest and hardest hit in that era. And that

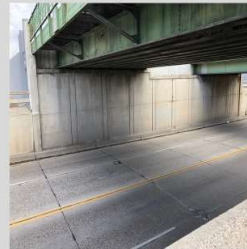
someone from the high ranks of the United States sent photographers to take photos and that they, the cultural center, have over 8,000 photos in their archive.



So, what I'd like to do is create some murals that represent all the cultures in Ontario, and my goal is to be all inclusive with the art.



Community
Collaboration
City Public Works
Ontario City Council
Four Rivers Cultural Center
Kinney & Keele True Value



Again, the idea of an artist getting a business to sponsor and then that painting or mural could be there for 10-years or so and the sponsorship can be for the maintenance or a new mural every so often.

AC – Councilor Melendrez and I have met once before and I have said that this would be something that the Public Works Committee should probably be aware of. And with the City Managers direction we'd probably coalesce a few partners together to see what we come up with. I see this as sort of a two-prong approach with the towers being one and the reservoirs being another. I have done both in my career and either one is quite an undertaking in itself. But over time and with some effort and some commitment it can be sustained.

BB – I think anything you can do to promote the culture of the community and the City should be applauded. One of the hesitations I have is that what happens 10 years from now when they need to be repainted and refurbished. That is always the challenge. How do you keep the momentum going and how do you maintain it? That's one issue. But I also wonder if there is some advertising value. I don't know what the logistics are, or the legality is for a public entity. Obviously, that would have to be explored.

AC – Council Melendrez and I will come back to you when we have something a bit more. We do have a meeting scheduled here in the next few weeks, and the next time you hear about it we will be further down the road.

Parks Committee Report – Lynn Johnson

LJ – Mr. Chairman and members of the committee, my name is Lynn Johnson, I am here as an ex-officio capacity today. This all came about as a result from discussions in the Parks Committee. The Parks Committee is relatively new since the Recreation Department split off a year or so ago. And so, Adam helped put together a process to develop a new committee dedicated only to the Parks. And I was fortunate enough to be picked as an at large member.

It is a very active committee in that we have members from each service club that are associated with many of the parks in town. Because of Covid we kind of got a late start on things, but now we've got our legs underneath us and I feel we are starting to make pretty good progress on a number of items. As a result, Al came to a couple of meetings and we've found out that there are members within our group that have some expertise that might dovetail with Public Works. So, I volunteered to talk to Al about concerns I have in the parks. And as a result of that I also began to make introductory

stuff with the Recreation District, and I met with Andrew on that. During the course of those discussions the three of us became aware that we have a couple of things in common. One significant common = Grass. We have a tremendous amount of grass in our parks and it's hurting. Many of our parks have issues and Al is well aware of those. As we sat down and went through this stuff, I found that Andrew's Rec. District has concerns about the grass and how they could utilize it and so forth. We also found out there is no preventive maintenance process in place right now for those types of things. So, Al and I have just started very preliminary discussions to get together on a regular basis. I will take whatever I glean from this group back to the Parks Committee meeting on Thursday evening.

My concern initially was the Dog Parks. The dog park nearest me is heavily utilized and it's a great resource, but there is no preventive maintenance program or refurbishing program set up to take care of that park. And as you can tell when you drive by it's starting to show its wear-n-tear because there is no aeration, no over seeding, there is just no preventive maintenance on a regular basis. So, we want to begin to try to address those and look at i.e., Lions Park where we hosted a number of car-shows on the grounds there and to the best of my knowledge that has not been aerated, therefore you've got the soil that is just being compacted. Our crop is grass and trees, and I've had just enough ag background from 15 years on a farm to say our soil is not working properly and it's not living properly because we are not taking care of it properly. So, we are going to have issues with the growth of our grass and our trees. And then we don't necessarily have a great system for how to maintain our irrigation system, sprinklers, etc. So, my goal with today's session with you folks is to let you know that we are really interested in becoming collaborative with Public Works, the Recreation District, and the Parks Committee. To, over time, develop a comprehensive program for how we can maintain these parks. Because I believe the City Parks are what I would call the "curb-side appeal" of the City. When you drive through a City and you see really nice, well maintained not necessarily perfect but well-maintained parks, neighborhoods will take a little more pride in how they use those. And to outsiders that are coming through here it's like "Wow" this city is doing something right. So, again my goal is to try to help beautify Ontario and make it more pleasing to folks that live here and also to those that travel here, spend time, etc.

BB – I think any information you can share with us would be perfectly appropriate. And obviously your comments regarding park maintenance, over seeding, top grass aeration, to address compaction and utilization or overuse. I think those are all very important aspects and I was not aware that the City of Ontario was not doing any of that. I see people out mowing the lawns, spraying occasionally, working on the trees occasionally but the more comprehensive program you have obviously the better it's going to be. And I do agree with your comment that if those parks look nice and they are well taken care of they definitely help in terms in making an impact.

AC – I believe Lynn's official title is Vice-Chair to the Parks Committee, and we appreciate being included. The City Manager asked that Public Works become more of a presence at the Parks Committee, and that is what I have been trying to do.

BB – Adam, I do have one question. Since the tax base was provided for the Recreation District and obviously, they are heavy users of the parks. What is the strategy or what is the approach... was some of the maintenance and care of the parks transferred to the rec department at that time? Or what is happening in terms of that evolution that change in terms of the budget and responsibility?

AB – At the time it was done and the agreement between the City and the Recreation District the only property they wanted was the office, the Aquatic Center Splash Pad, Skate Park, and Tennis Court. And then they also wanted to take over the Alameda City Park, which is basically from the fence to 14th. So, the idea with that in mind, the agreement that that's what they were going to have, maintain, and take care of is that we provide a canvas for them. We maintain a passive park system and then they do the active parks. So, I think the Mayor is going to ask me to formalize that because it's taken on a lot of shapes and forms. They have invested \$20,000 into the two baseball fields at Beck Kiwanis Park. So, they are putting money into our property and we are doing some of the maintenance for them. We have agreements between... or there used to be a two-party agreement when it was the Recreation Department. The Four Rivers School let us use their gym and we would let them use our soccer field for their High School Team. Now there is a third party in it and so they both called me and said, "who's striping it"? And then I said "Well, we are providing the field, and I know that Four Rivers is providing the Rec District a basketball court. So, Rec District what are you going to do?" Then they said, "Okay we'll stripe it". Therefore, those types of things need to be formalized.

BB – Are you using memorandum agreements to formalize those? AB – Yes. BB – And that is very helpful, and so you have a Recreation District, the Parks Committee, and then the Public Works on this side, so that is what we are talking about today is how you flush out that relationship and how you foresee that moving forward.

AB – Yes, and honestly, I think maintenance, just because Public Works does it doesn't mean it falls under Public Works Committee. This is clearly a Parks item.

BB – It would be helpful for the committee for us to understand it if at some point in time you'd develop a flow chart or something that we could see. We haven't had an update on what's happening with the Recreation department recently and parks is out there a little bit, so this was helpful.

JF – One question. So, those parks never get plugged to aerate?

AC – They do and have been, but I do not know what the schedule is.

LJ – One last comment would be that for me it was difficult in chatting with other folks in the community about the separation of everything. Until I became a real stickler about referring to it as the "Recreation District". It is not a department and is its own separate taxing entity, and that helps people understand.

BB – And basically that District is not the responsibility of the City, its their own entity like the Library. – Yes.

CORRESPONDENCE, COMMENTS AND EX-OFFICIO REPORTS

AC – I would just like to draw your attention to the one last handout which is D) the Cairo Junction Roundabout. The Four Rivers Cultural Center will be having an in person open house presentation from ODOT on July 15th at 6:00 p.m.

ADJOURN 4:11 PM

THE MOTION WAS MADE BY MR. WILSON AT 4:11 PM; SECONDED BY MR. FOX TO ADJOURN: MOTION PASSED UNANIMOUSLY.

APPROVED:

Signature

Date

(Bernie Babcock, Chairman / Scott Wilson, Vice-Chairman)



PUBLIC WORKS COMMITTEE MEETING MINUTES

Tuesday, August 17, 2021, 3:00 p.m. MT

Jacobs

The scheduled meeting of the Public Works was called to order by Chairman Bernie Babcock at approximately 3:00 p.m. on Tuesday, August 17th, 2021 in the Council Chambers of City Hall. Committee members present in person or attended via Teams were Bernie Babcock, Scott Wilson, and Jake Galeener; Woodcock and Fox were excused.

Others present in person or via Teams were Paul Woods, Suzanne Mulvany, Casey Mordhorst, Kim Lord, Robert Crites, Al Haun, Adam Brown, Eddie Melendrez, Lonn Inman and Wyeth Crawford with Ameresco, and Jason Miller, Argus Observer.

The press was notified and in attendance. This Agenda was posted on August 13, 2021; copies of the agenda and minutes are available at the Public Works Headquarters and on the city's website at www.ontariooregon.org.

NEW BUSINESS

Ameresco Energy Performance Contract Proposal

PIW – Thank you Mr. Chairman and members of the committee, the first item on our agenda today is a proposal from Ameresco. Ameresco is an energy performance contractor that is a specialty area of contracting that allows people with energy expertise to be able to come in and do an audit, and identify energy saving contracts, and then actually develop proposals to execute some of those. So, the City entered into a contract with Ameresco through a competitive selection process back in 2020. They completed their audit and have identified some projects, and they are here today to present those to you for your consideration and recommendation.

BB – I assume that was done through the Oregon Energy Department through that process they prescribe where they have approved ESCO's on their list. I know they're on the list, but how many ESCO's did you have that were interested in the competitive process? Did you just select three or... how did that work?

AB – My recollection was four, possibly three that we requested proposals from. I believe Johnson Controls, Ameresco, and McKinstry. We interviewed all three with Cliff Leeper, myself, Betsy Roberts, and Peter Hall. Ameresco came up on top; their portfolio in the Northwest is very impressive.

PIW – So, with that I'd like to introduce Lonn Inman with Ameresco. He will be going through the presentation, giving a little bit more background, and how they came to identify these three projects.

LI – Thank you Paul, and first off gentlemen I want to start by thanking you for having us here today. We appreciate this opportunity to meet with you and realize that your time is valuable, and we'll try not to take too much of it today.



City of Ontario Energy Conservation Project

Design Build Contracting Vehicle

August 2021



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LI – As Paul mentioned Ameresco is an Energy Services Company, that means that we retrofit projects, upgrades to your facilities, your systems, your equipment that are typically year-round energy and operational savings. We were selected early last year, early 2020 so, we've been working on this project collaboratively with Adam and the Jacobs team for a little over 18 months. And have developed a project that we'll present to you today. I also wanted to introduce to you my colleague, Wyeth Crawford, Project Engineer out of our Boise office. And one other member of our team, who is not here today is Mike Fennessy. He is a Project Manager for this project, and he is out of our Post Falls, Idaho office. Today we want to explain what that project is to you and also answer any questions that you might have.

Single Source of Accountability



This slide sort of lays out the process and the steps for an Energy Service Performance Contract. And then it also shows where the City of Ontario is at in the process on this project.

A Guided Process



Initially after we were selected through the RFP process, we met with Adam, Cliff Leeper, and various facilities maintenance staff to walk through all of your facilities and do what we call a feasibility analysis. Which is where we

just go through and get to understand how your buildings are used, the occupancy of your buildings, walking through looking at your lighting, looking at your mechanical systems, control systems, etc. We develop a preliminary list of energy efficiency measures so, it's a list of potential measures. We bring those back, collaborate with the team, and put that into a list of the measures that the City was interested in pursuing through what we call an investment grade audit. An investment grade audit is where we are paid a fee to now take that narrowed down list and go ahead and go out and take a closer look and do energy calculations. It might be data logging on your handling systems or pumping system, it might be taking KW measurements, and it's going to include analyzing your utility bills for at least a two-year period where we analyze the utility consumption. We're going to in that process calculate the energy savings on a measure-by-measure basis, and also develop a solid scope with guaranteed maximum pricing.

At the end of the energy audit what we bring back to you is a laundry list of projects in a spreadsheet format; like I said each of them item-by-item can be evaluated separately, and with the interactive financial spreadsheet so that you can turn measures on and off, see the size of the project, the savings, the payback, etc. And through that process we've narrowed that down to the specific facility upgrade measures and the energy conservation measures that meet the City's current priorities. And so that's where we are at now is ready to put that into a formal proposal format and get a contract to actually then go in and build those measures.

So, Ameresco acts as the general contractor and we hire the trade labor, we use subcontractors; typically, we'll use local subcontractors for these kinds of projects. And over the course of this Phase 1A we have three major measures that we are doing, and then we also would be doing the 90% level design work for what we are calling Phase 1B. Which is some work at the Water Treatment Plant. Then after you finish construction of these measures roughly a year later, we come back and do what's called Measurement and Verification, M&V where we come back to prove that the measures are still functioning as intended and saving energy as originally designed.

BB – One question... once you complete the first phase of the project... trying to understand this because it's a question that I had when I read through the handouts. So, basically you are going to do M&V after Phase I to determine that the savings are there to continue on...?

LI – After this project, and the project is split into two phases 1A and 1B. Phase 1A does the full design of the measure that's at the Water Treatment Plant, which is some upgrading some pumping, some motor control centers, and electrical. We would then also do the build portion of that measure as part of the first contract. The first contract just gets funded in two stages, Phase 1A and Phase 1B. We would complete all of that work and then roughly a year to 14 months later we'd come back and do the M&V.

BB – So the initial contract would be for the entire project? Or just for the design?

LI – The initial contract would be for all of the measures including the 90% design of the scope of work that's to be at the Water Treatment Plant. And then once we have the 90% design drawings, we can get the g-max cost for that Phase 1B and then you add that to the contract.

BB – I've been involved in a couple of these and usually they are pretty straight forward i.e., you have one contract for all the measures, they give you an estimate, guarantee the savings and you do M & V. This approach is just a little bit different and that is why I'm asking.

Project Scope - Phase 1A

General Fund

- Downtown Beautification – New Decorative Street Lights and Poles
- Interior and Exterior LED Lighting upgrades at City Facilities

Wastewater Enterprise Fund

- Flow Pacing at Lift Stations

Water Treatment Enterprise Fund

- Design Water Treatment Plant Renovations



LI – So this is Phase 1A (above) and the project is being paid for through three funding sources. First is the General Fund, which will pay for the Downtown Beautification – that is new decorative streetlights and poles on South Oregon Street and SW 1st Street. It also includes Interior & Exterior LED Lighting upgrades at multiple facilities throughout the City. So, that’s going to be your wall packs on the outside even some parking lots, and then pretty much everything on the inside.

BB – Are you putting new fixtures in or just tubes?

LI – In many cases it’s brand-new fixtures, and in some cases, it’s retrofit of existing fixtures.

Then the Wastewater Enterprise Fund – there’s a small measure at the sewage collection lift stations; primarily that’s a controls measure. And then finally the Water Treatment Enterprise Fund will pay for the pumping and electrical upgrades at the Water Treatment Plant.

PIW – Mr. Chairman, if I could add, the reason the Water Treatment plan is a little bit unique is its sort of the confluence of a couple of different problems. So, adding the variable frequency control to the pumps will save energy. One of the pumps that’s used for backwash is undersized and we need to upsize that. That was going to be a capital project but if we leave it in here it’s just greater efficiency. And on top of that we have a problem in the motor control room where it overheats, and it trips breakers and it’s an electrical problem. The VFD’s might help part of that but it’s just all sort of in this “gordian knot” that we’ve added it in. It’s not necessarily an energy saving measure but it’s an electrical issue that just makes sense to solve while all this upgrading is going on.

I don’t know if that’s helpful, but that is kind of why we don’t yet have a maximum cost because we need to do a bit of engineering up front.

BB – So, these projects in 1A are being completed with City resources?

AB – Yes, out of the General Fund.

BB – So basically, you’re going to complete these and rely on the savings from those... I guess what I am trying to understand is this is a Phase 1A because the City is paying for all of this. You’re capturing some savings by doing these projects but you’re using General Fund to do it?

LI – Yes. *(inaudible)*... It’s not paid for out of energy savings.

AB – So, the Downtown Beautification lights, we were going to do that anyway. And we wanted to use this mode of delivery as an expansion of our capabilities because we’ve got so many projects going on. We took the amount that was budgeted for those lights and the saving would be through changing the luminaires. So, if you look at all of it, we wanted to just compare the cost of the luminaires from what is there now.

BB – Yea, they are at least 40-60% more efficient.

Lift Stations



LI – The Lift Stations. So, these are the sewage collection lift stations and currently the pumps there do have existing VFD's, but they are being operated as just a start/stop, on/off. So, when the level gets high it turns on and it pumps it all the way down to the bottom. For instance, at NW 8th, you have a series of 100-horsepower pumps, and when that pump kicks on you've got a 100-horsepower pump running. With flow pacing what we are going to do is implement a control strategy to take that variable frequency drive and ramp that pump and increase that horsepower; commencing it to the flow needs that are required. So, if we only need 50-horsepower worth of energy to keep it at the steady state it will run it at 50 horse rather than jumping it up to 100. So, that is a very inexpensive measure that is primarily accomplished through modifications to the SCADA system and some controls sequence programming.

Downtown Decorative Street Lights

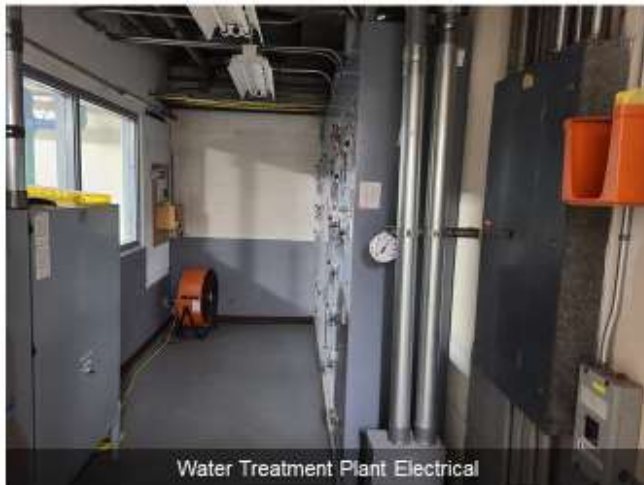


LI – The illustration on the left shows you what you have now. You have these large aluminum poles, cobra head luminaires. Adam has this Downtown Beautification project where what we are going to do is take those poles down on two different streets and replace those with a decorative, a very ornate decorative pole and decorative fixture. The decorative pole will have amenities for hanging flower basket, it will have separate channels in the pole so that you can water the hanging flower baskets and not have to walk up with a goose-neck type of water devise. It will have capabilities for like a 120-volt power receptacle so that you can plug in holiday lights in the season. They will even have capability to do things like radio communications, cameras, etc. Those will be capabilities, not that we will go as far as adding cameras to those now but will certainly have those capabilities.

The new LED luminaires are going to increase visibility and safety in the area through increased lumin output, and then also color rendering. The LED lights really clean up and you can kind of see in the examples above. It shows you what things look like with the high-pressure sodium streetlights, and the lower picture gives you an idea of how the color rendering changes when you are working with broad spectrum LED lights. In the design process or selection process we can even get lights that are color tunable if you want something that is more towards the blue spectrum, or a little more toward the pink spectrum, cold verses warm. Those things will be ironed out as we get through the final design.

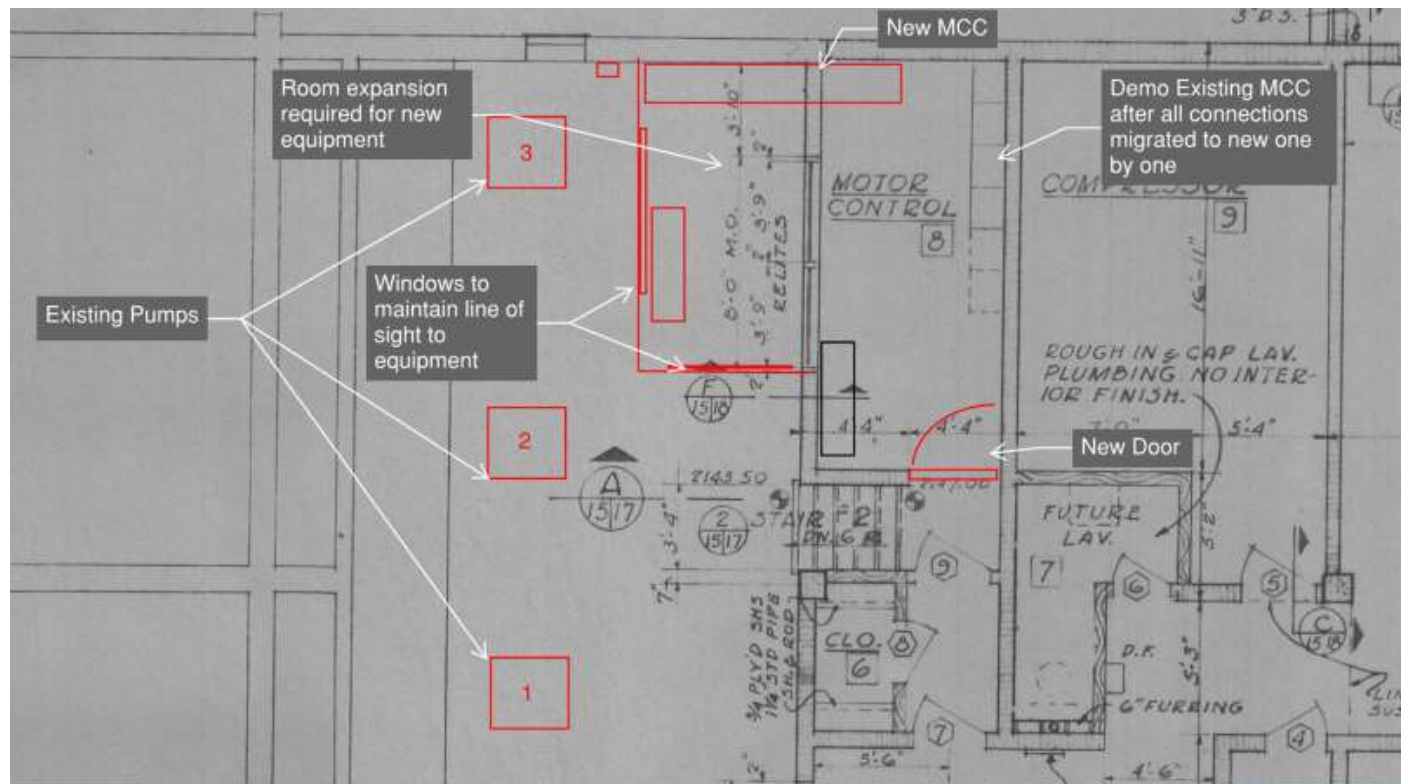
WC – The Water Treatment Plant. Now that this has been discussed a little bit, you see on the left (*picture below*) this is the MCC motor control center that is original 1970 equipment for the building. Unfortunately, we cannot find any parts for it, and we've even looked for remanufactured stuff. They just don't make it anymore, it's very difficult to find. So, this project as Paul suggested initially what we wanted to do was just upsize this pump on the right and add a VFD to it. Allow more adequate backwashing capabilities, improve control, and operation to the plant. As we looked into doing that it required looking into this MCC. Upsizing from a 125 up to a 250-horsepower pump you'd have to change out that breaker, can't get the breaker so we have to change out the MCC. Now that's a sticky thing ... (*skipping forward to the next slide*).

Water Treatment Plant (WTP)



WC – (Below) This gives you a full view of where we're at. The front entry is at the bottom, you walk in and to the left is the existing pumps, and pump three is the one that was just shown (*above*).

(*Below*) The motor control center (MCC) is shown there on the right.



Now, that MCC unfortunately has all of the power that feeds that portion of Ontario water. So, we can't just down that or rip it out even for a weekend. Therefore, in order to do this, we need to build something in tandem. The room is not wide enough, nor can we shorten up the box enough to fit it in that space and still meet electrical code, so we'll have to expand the room. Now expanding the room obviously is not exactly a simple project; in doing that it shouldn't be horrendously expensive but in doing so there are a lot of unknowns. We need a structural engineer to review, and we need to do a more solid plan to see what actually needs to go on. So, we'll have to pull a new feed from the vault, and we'll have to feed that new MCC in tandem. We can't just migrate one at a time, we have to be able to turn off the piece

of equipment over here, reconnect it in a couple hours and turn it on over there. In doing that we have to migrate approximately 16-20 boxes that need to be migrated, so we'll need a full MCC of approximately the same size. And while doing that there are also some VFDs in that MCC that are old, most of them don't work, so we'll be replacing those. So, rather than having just one VFD that we wanted to add, one pump really there was a whole bunch of problems with this room that were legacy, and it allows us to fix more problems at once. Unfortunately, it does cause some scope creep, but these problems have to be dealt with at some point should this building continue to be used.

As you can see if we are doing a guaranteed max pricing model, we have to carry the risk. And so essentially if we do the design now it allows us to eliminate almost all those unknowns to where our contingency rather than being an extra million dollars is a more standard... few percent of the project cost. We want to jump forward with a design rather than straight to the project. We feel it's a much more conservative, safe, and responsible use of everybody's time and money.

Ultimately, we will also be adding or improving the air conditioning to this space. We are not going to make it a workspace or anything, but we do need to make sure it's cool. Right now, it's not and we are trying to actually cool the pump room basically by setting up a fan right by where that door is going to be, blowing what little cooling that room gets into the pump room because the pump room is also too hot.

One thing to note is we do have to maintain windows in that room, so we don't have to put disconnects down by there; it makes the building a little bit more complicated but overall, not that big of a problem. We are going to try to keep the construction as simple as possible and try not to take up any more storage space out of that room than we need to.

Phase 1B – Implementation of Water Treatment Plant Scope

- Enter build phase within existing contract
- Electrical upgrades
- Structural upgrades
- VFD (Variable Frequency Drive) Pump upgrades
- New pump adds capacity and redundancy



LI – (Below) Here is where we get into the general financials of the project, and again we've got them laid out in the three different enterprise funds. That first line item that you see that says "Engineering Audit" in the beginning I told you that our initial contract which we are under right now is just a \$35,340 contract to do the investment grade audit. And so, we've worked with Adam to figure out how to proportion the cost of that audit fee through the three different funds. The way this works is the audit fee just gets rolled into the construction cost of the project, you don't pay us individually for the audit. Once we have the energy efficiency measures installed and operating then you pay over the course of construction in installments. Somewhere in the project you'll start to make payments on the engineering audit.

Project Cost for Selected Options

PROJECT COSTS	Wastewater Enterprise Fund	Water Treatment Enterprise Fund	General Fund	Total Project Costs
Engineering Audit	\$ 14,500	\$ 14,500	\$ 6,340	\$ 35,340
1st Year of Ameresco M&V	\$ 344	\$ -	\$ 2,090	\$ 2,434
WTP Phase 1A Design Fee		\$ 80,000		\$ 80,000
Design, Project Management and Construction (L&M) Subtotal:	\$ 72,779	\$ -	\$ 429,827	\$ 502,606
Construction Contingency @ 10.0% of M, W, G Cost of Work	\$ 5,191	\$ -		\$ 5,191
Construction Contingency @ 5.0% of Lighting Cost of Work	\$ -	\$ -	\$ 15,779	\$ 15,779
Total - Maximum Project Price	\$ 92,814	\$ 94,500	\$ 454,036	\$ 641,350
Estimated Utility Incentive and/or Grant	\$ 9,762	\$ -	\$ 15,852	\$ 25,614
Client Initial Cash Payment	\$ 92,814	\$ 94,500	\$ 454,036	\$ 641,350

The second item is the fee for measurement and verification. We mentioned that the energy services company provides guarantees with these projects. So, we guarantee maximum costs, and they are open book costs so for instance if we say, “it’s going to cost you \$1 million to build this” and we go out and build it for \$900,000 the amount unspent goes back to the City. It is the same thing on the contingency, if we don’t spend the contingency you keep it.

We also guarantee, of course the energy savings that are calculated, the electrical, water, natural gas, etc. And then we also guarantee equipment performance. So, in the case of a boiler, it would be something like combustion efficiency. Those are the three guarantees that we have, cost, savings, and equipment performance.

You see the \$80,000 phase 1A design fee, in the phase 1A project where we do the design of the WTP scope of work \$80,000 is what is budgeted there to get us to bid level of design documents or 90% design. And then when we establish what those g-max costs are for phase 1B WTP then the idea would be those funds would be added to the overall contract.



BB – The improvements you are making were improvements you were going to make anyway?

PIW – Essentially for the street lighting that is true. I would say repairing the Water Treatment Plant we knew we had that kind of issue, not really planning to put those VFD’s in. That kind of evolved on its own. I’d say on the flow pacing to be fair we have those VFD’s, but we haven’t operated them that way. As we coordinated with Ameresco it is a good way to save money through the SCADA system, but we also want to have the ability to override it. Because the concern is that with flow pacing are you going to build up grease in the lines and require more maintenance and flushing. So, that really wasn’t a project that we had planned but we see because we have the VFD’s there it makes some sense but want to have the ability to override it if necessary. *(Continued discussion)*

RESOLUTION, ACTION &/OR MOTION:

THE MOTION WAS MADE BY MR. WILSON SECONDED BY MR. GALEENER THAT THE PUBLIC WORKS COMMITTEE RECOMMEND TO THE CITY COUNCIL APPROVAL OF AMERESCO’S PROPOSED PROJECT IMPROVEMENTS RELATED TO: STREET LIGHTING, WATER TREATMENT PLANT PUMPING, AND SEWER LIFT STATION FLOW PACING: MR. BERNIE BABCOCK – YES; MR. SCOTT WILSON – YES; MR. JAKE GALEENER – YES: MOTION PASSED 3-0-2 (WOODCOCK & FOX-EXCUSED).

Public Auction of City Owned Surplus Vehicles, Equipment and Supplies

PIW – Mr. Chairman and members of the committee, we talked about this in the past and we’ve identified a number of City owned vehicles and equipment that are no longer of use to the public works department and could be sold as surplus, take that money and reinvest it into the City coffers. And so, we’ve provided a list of the equipment that we’ve identified as surplus. It’s both the Public Works department and the Airport. Any questions?

BB – Obviously it is important to eliminate surplus equipment and to maintain the most efficient fleet you can. I looked through it and I didn’t have any serious questions. One I wondered about however, was the chemicals? I don’t believe that those are being sold, are they?

CM – No, that along with a couple other items will be removed from the list. The items that are to be removed are: the chemicals, the blue ford tractor, and 6 other pieces of equipment that have been traded in on the purchases of equipment that replaced them.

JG – Does this all go out as one group to an auctioneer?

CM – We currently have it all staged at the Public Works Shop in the yard.

PIW – We want to go out and just get a couple auctioneers and see what the best way is to do it. As of right now we just wanted to make sure we were okay with moving forward.

RESOLUTION, ACTION &/OR MOTION:

THE MOTION WAS MADE BY MR. GALEENER SECONDED BY MR. WILSON THAT THE PUBLIC WORKS COMMITTEE RECOMMEND TO THE CITY COUNCIL TO DECLARE THE LIST OF CITY-OWNED VEHICLES AND EQUIPMENT AS SURPLUS PROPERTY: MR. BERNIE BABCOCK – YES; MR. SCOTT WILSON – YES; MR. JAKE GALEENER – YES; MOTION PASSED 3-0-2 (WOODCOCK & FOX-EXCUSED).

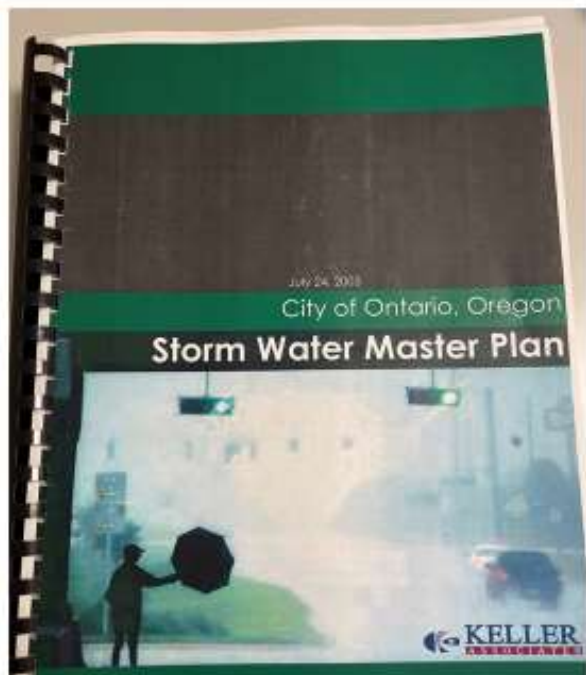
DISCUSSION ITEMS

Storm Water Master Plan –

PIW – We had an opportunity last Sunday to view first had the performance of our storm water system in town. Some people had some question and were asked some questions by the City Council and thought this would be a good opportunity to revisit that here. Just from a discussion standpoint.

We actually have a Storm Water Master Plan that was done back in 2003.

Background



It was done by Keller Associates and they did a good job identifying the City's Storm Water Infrastructure. Where there were challenges, where there were priorities, etc., and over the past 17 years we've done the things that were easy to do it the plan.



This is a little hard to read, however we can illustrate the main backbone of the system is a double trunk line that essentially runs from the College out to the river. Back in 2003 it was recommended to upsize that line in many locations from it's 24" diameter to 42" diameter. So, that's not something we've done or plan to do. We just wanted to daylight that.

8.0 – SUMMARY OF COSTS AND RATE IMPACTS		
8.1 SUMMARY OF COSTS AND RATE IMPACTS		
8.1.1 Estimate of Most Probable Cost		
Table 8.1 summarizes the improvements and their associated costs. A more detailed estimate of most probable cost is presented in Appendix F.		
TABLE 8.1 ESTIMATE OF MOST PROBABLE COST		
Priority I Improvements (2003)		Project Cost*
Double Trunk Line and Park Blvd Basin:	Downtown Improvement-Alternative A	\$1,456,300
Double Trunk Line Basin:	TVCC Sedimentation Basin/Structure	\$25,000
	Repair Sanitary Sewer Pipe Crossing on NW 2 nd Ave	\$4,000
	Repair area around Pennington Drive	\$15,000
HOV Basins:	Correct reverse grade on SE 4 th St. between SE 4 th Ave and SE 5 th Avenue	\$14,000
Vande Street Basin:	Replace 30" Collapsing Pipe Section at Vande and NW 4 th Avenue	\$1,640
Kerritt Basin:	Add U/canal south of ODOT office on SE Kendall Road	\$2,000
	Upsize 15-inch along East Ln and north of Knap/Texas Parking	\$67,350
Miscellaneous Basins:	Replace 30-inch section of concrete pipe on SE 11 th Avenue	\$4,375
	Miscellaneous Smaller Sedimentation Basins/Structures	\$20,600
	Kendall Pl. 18-inch Pipeline from SE 9 th Ave to SE 5 th Ave	\$53,475
TOTAL PRIORITY I		\$1,664,440
Priority II Improvements (2010)		
Double Trunk Line and Park Blvd Basin:	Downtown Improvement-Alternative A	\$101,770
Double Trunk Line Basin:	Replace 15-inch on NW 4 th Ave. between NW 2 nd St. and NW 5 th St.	\$13,180
TOTAL PRIORITY II		\$114,950
Priority III Improvements (2015)		
Double Trunk Line Basin:	Replace 21-inch along SW 11 th Ave north of TVCC ballparks	\$22,050
Park Blvd Basin:	Replace 24-inch along SW 4 th Ave west of Park Blvd.	\$37,580
	Replace 8-inch with 12-inch south of Sears Dr.	\$6,900
	Replace 12-inch along SW 5 th Ave west of SW 12 th St.	\$8,770
TOTAL PRIORITY III		\$75,300
TOTAL PROJECT COST		\$1,854,690

This (*above*) is the excerpt from the report back in 2003, but that improvement was going to cost \$1.4 million in 2003, and now it's probably a \$5-8 million dollar project today. And so, our stormwater enterprise fund we charge a fee in the community for those services, and almost all that funding pays for the maintenance work that the staff does to go out clean catch basins, maintenance work, etc. We have about \$100,000 in that fund after you deduct operating costs and current capital improvements.

So, if we are ever going to take on that big, recommended improvement... it's not our recommendation to update the master plan, I believe it's got plenty of good information in it. We would have to think about some sort of... maybe raising the fee, or something. We just wanted to make sure that everybody knows that we have a Storm Water Master Plan. (*Continued discussions*)

RESOLUTION, ACTION &/OR MOTION:

THE STORM WATER MASTER PLAN IS NOW AVAILABLE ONLINE:

https://www.ontariooregon.org/uploads/1/2/2/6/122600994/ontario_storm_water_master_plan_finalpdf.pdf

Water Supply / Production –

PIW – We just wanted to update you on some of the challenges that we've been having at the Water Treatment Plant. It's been kind of a unique year. Kim Lord is our Water Superintendent and will fill you in.

KL – This year with the extreme heat starting mid-June having low water in the river and having a 'Well' taken out of service or taken offline for servicing the water supply has been a challenge. And then the chlorine manufacturer shutting down also in mid-June created another issue, for us we produce chlorine on site, however it curtailed our ability to buy 12% retail from our normal manufacturers. And then the issue with Ferric Chloride being in short supply.

(*Continued explanation of chemical shortage, higher costs, and stocking up on ferric chloride*).

Therefore, if you didn't know all of this, you'd never have known we've had any problems with our water supply this summer. Seamlessly in the background the staff has done an exceptional job dealing with some very unusual circumstances this year.

Skyline Farm –

PIW – I'd like to introduce Robert Crites, Wastewater Supervisor. We are going to have a meeting on the 26th with Pheasants Forever and ODFW about pheasant hunting at the Skyline farm. And just wanted to daylight in advance that with the farm lease that we have his plan is to plant radish as soon as he's finished harvesting his grain in all 6 fields. He is going to irrigate that radish until about mid-October so that it can be grazed off starting in late November; the way that our recycled water plan reads are that we can't have public exposure to irrigated fields for 30-days from when we stop irrigating. So, that would be mid-November which is different than what we've seen in the past. With the lease agreement that we have we don't have the ability to say 'No' to the radish and the grazing. Darrel is still willing to work with folks in allowing hunting where his cows are, but from a regulatory perspective the access to the fields where he's been irrigating, we'll have to really limit that. We still want to try to make the MOU and the partnership work but that is one of the challenges that we're going to face this year. (*Continued discussions*)

Goodfellow Street Paving –

PIW – Many of you may have noticed the extension of Goodfellow Street. That has been left in gravel for some time and thought this would be a good opportunity to explain how some of these projects get coordinated. On this particular project the developer was just required to improve half of the street, but we worked out an agreement whereby he would improve the entire street section, and the City would pay for the paving. He would do the grading, water-sewer improvements, curb, gutter, sidewalk, stormwater, and then we would come in and pay for the paving. So, one of the things that's really a challenge for us and these projects is... so if the City requests that the utilities be relocated if they are in the way there is no cost to the City. But if the developer requests it then it's a cost to the developer. In order to save costs and try to maximize that the City requested that the utilities be moved; we've been working with CenturyLink for the past 11 months. (*Continued discussions*)

CORRESPONDENCE, COMMENTS AND EX-OFFICIO REPORTS

SW – Because we’ve had discussions on SE 5th Ave. in the past does the new RV Park going to do any part of the street improvements there?

AH – Yes, they will be finishing SE 3rd and SE 5th Ave. on their side of the street.

BB – It will be sidewalk, curb, and gutter, but no streetlights. Correct?

AH – Correct.

BB – That’s been our big hang-up is streetlights.

AB – We do have that included at your direction in the current design work.

ADJOURN 4:23 PM

THE MOTION WAS MADE BY MR. WILSON AT 4:23 PM; SECONDED BY MR. GALEENER TO ADJOURN: MOTION PASSED UNANIMOUSLY.

APPROVED:

Signature

Date

(Bernie Babcock, Chairman / Scott Wilson, Vice-Chairman)