

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



**COUNCIL MEETING AGENDA
CITY COUNCIL – CITY OF ONTARIO OREGON
TUESDAY, OCTOBER 12, 2021, 6:00 PM, MT
[Zoom Link](#)**

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: Susann Mills ____ Sam Baker ____ John Kirby ____ Ken Hart ____
Michael Braden ____ Eddie Melendrez ____ Mayor Riley Hill ____

2) PLEDGE OF ALLEGIANCE

This Agenda was posted on October 8, 2021. Copies of the Agenda are available from the City Hall Customer Service Counter and on the city's website at www.ontariooregon.org.

3) MOTION TO ADOPT THE AGENDA

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

5) CONSENT AGENDA

- A) Minutes:
City Council Meeting 08-24-2021
City Council Executive Session 08-24-2021
City Council Meeting 09-28-2021
- B) Housing Incentive Program: Jasso (39-2021)
- C) Housing Incentive Program: Greystone Builders (40-2021)
- D) Housing Incentive Program: Greystone Builders (41-2021)

6) NEW BUSINESS

- A) Bid Award: Auctioneering Services to Baker Auction Company, LLC and Declare Certain City-Owned Vehicles, Equipment, and Supplies as Surplus
- B) Resolution #2021-134: Supplemental Budget for Carryover Projects

7) DEPARTMENT HEAD UPDATE

- A) Police: Quarterly Report

8) DISCUSSION ITEMS

- A) Arts and Economic Prosperity Study
- B) Evidence Room Audit Presentation

9) HAND-OUTS

- A) Monthly Department Stats:
Code Enforcement Sep 2021
Public Works Sep 2021
Fire & Rescue Sep 2021
Police Sep 2021

The City Council may recess/adjourn to Executive Session under ORS 192.660(2) as follows: (a) Employment of Public Officers, Employees, or Agents; (b) Discipline of Public Officers, Employees, or Agents; (c) Labor Negotiations; (d) Real Property Transactions; (e) Exempt Public Records; (f) Trade Negotiations; (g) Litigation / Consult with Legal Counsel; (h) Performance Evaluation of Public Officers and Employees; (i) Trade Negotiations; and/or (j) Labor Negotiations.

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

- B) Minutes:
County Court 09/08/2021; 09/13/2021; 09/22/2021; 09/29/2021
Public Works Committee 07/13/2021; 08/17/2021

10) CORRESPONDENCE, COMMENTS AND EX-OFFICIO REPORTS

11) EXECUTIVE SESSION

- A) ORS 192.660(2)(e)

12) NEW BUSINESS

- A) Potential Real Property Transaction (*Following Executive Session*)

13) ADJOURN



CITY COUNCIL MEETING MINUTES August 24, 2021

The scheduled meeting of the Ontario City Council was called to order by Mayor Riley Hill at 6:12 p.m. on Tuesday, August 24, 2021, in the Council Chambers of City Hall. Council members present were Riley Hill, Sam Baker, John Kirby, Eddie Melendrez, Michael Braden, and Ken Hart.

Members of staff present in person or by call-in were Adam Brown, Tori Barnett, Peter Hall, Dan Cummings, Terry Leighton, Steven Romero, Kari Ott, Larry Sullivan, Al Cablay, and Paul Woods.

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

Mayor Hill led everyone in the Pledge of Allegiance.

AGENDA

This Agenda was posted on August 20, 2021. Copies of the Agenda are available from the City Hall Customer Service Counter and on the city's website www.ontariooregon.org.

HART moved, BAKER seconded, **TO ADOPT THE AGENDA AS PRESENTED**. Roll call vote: Baker-yes; Kirby-yes; Braden-yes; Hart-yes; Melendrez-yes; Hill-yes. Motion carried 6/0/0.

Signing of \$1.5 Million PERS Debt Paydown

Mayor Hill stated he had a check made out to the Public Employees Retirement System for \$1.5M, which the city was going to execute to pay down the city's arrears in the retirement system. That would likely save the city \$250K the following year.

PUBLIC COMMENTS

Kristi Kraft, Special Olympics, Idaho, stated: *We also serve Eastern Oregon athletes. I thought I would stop by tonight and just share with you some things that we're doing here in this community to raise money for our local athletes. We are hosting a charity golf tournament. Local law enforcement, we work together with local law enforcement, who, the law enforcement torch run, it's an initiative called the Law Enforcement Torch Run and they raise money for Special Olympics athletes. We will be putting on a golf tournament on September 18th at Scotch Pines Golf Course in Payette. We're looking for businesses to support us by donating raffle items, auction items, put together a team, sponsor a hole, around \$100, donate raffle baskets, anything like that would be helpful. You can reach us at www.specialolympicsidaho.org and I can also, I have cards available if somebody wants to just reach out directly to me as well. Thank you.*

Richard Watts, Ontario, stated: *Thank you Mr. Mayor and City Council. I have been a resident of Ontario for 23 years. I've seen the good and the bad in Ontario, and right now it appears that the code enforcement is an issue. I personally think that enforcement of the codes is not the issue. The issue, from my perspective, is what happens once a violation is detected, citation issued, fines assessed. I think we're having a problem assessing the fines. Now I don't know the whole story, but that appears to be the issue. So I'd like to be on your committee because I think the committee, combined with the police department, city officials, the Council, and the Mayor, can put together a comprehensive, constructive, and positive program to address code enforcement issues. Thank you for your time.*



Ann Schiemer, Ontario, stated: *I've been a resident of Ontario for 45 years. In fact, I might as well have been a resident my whole life. I was born in the Payette Memorial Hospital and lived here my entire life. I, like the gentleman before me, I've seen the good and bad in Ontario, seen the good and bad in the whole valley, but right now, if you came into Ontario, there is not one entrance to the City of Ontario that you can be proud of coming into, that would give you any positive attitude about the way we are in Ontario. You drive down and it's horrible, it's almost disgusting, and it isn't because we don't have code enforcement, because we have great people doing code enforcement. The problem is that the code is not being enforced. You get a fine, you're told to do something, and then it sits, or it's not equitable. Somebody says 'cuz I gotta pay all this, or I have to pay all this. We need to sit down, if we're going to have a code enforcement, it needs to be something that, no different then if you got a ticket for speeding. That's the fine, that's what you're going to pay. It's not so outlandish that you're going to end up getting bankruptcy because of it. But you need to know that you have been punished because you're not maintaining your lot. I've been an insurance agent for four years. I have inspected hundreds of properties – land, buildings, and everything – and the hardest thing to tell somebody is you know what, your insurance is going to cost you three times as much because you don't take care of it. Or you won't find an insurance company to insure because it's in such crap condition. Over the weekend, the little grey house straight down the street from here burned. It's been a joke around here for everybody that lived here in the area, when's it going to get torched? Well, you know, I wish you'd just let it burn to the ground because it then it would have just been a lot. Now that's a code enforcement issue. When's it going to get torn down and going to get cleaned up because it didn't get cleaned up when it was there before. We have, where I live on SW 11th, 12th, and Locust, we have generally one lane of traffic because we have RVs, we have trailers, we have crap all over the place so you can barely get through the roads, and those are things that don't help us. I like Ontario, I like living here, but I like to be proud of it, and if you're going down the street and five houses look good and you've got one that's bad, that's the one you see, and it's time that we cleaned up. It's time that we got our pride back in the City of Ontario. My degree is in Criminology and Criminal Justice. I interned with Judge Terry Thompson in truancy, juvenile, code enforcement, and vehicular sections. I truly believe that I could help, and I know how to read a code manual because I took Jeff Milton's classes when I was taking my courses. But I just think it's time that Ontario became proud of itself again, and one way we can do it is to clean up our streets, clean up our city, and make it a place where people genuinely want to work, want to live, and don't want to just drive through and say wasn't that a mess. Thank you.*

Penny Bakefelt, Ontario, stated: *Good evening, Mayor, City Council, and staff. I live over on Arata. I've applied to be on the position for the ad hoc code enforcement review committee and I have a past affiliation with working with questioning county commissions up in Washington County, Oregon, and I've been involved in a lot of different organizations throughout the years. I just like to get involved in my city where I live and be part of seeking better solutions. So that's what I'm about, so I'd like to be considered. Thank you.*

Gabriele Astle, Ontario, stated: *I'm also applying for the ad hoc committee. I've lived in Ontario since 1986. I have been involved with Citizens on Patrol for the last three years and in patrolling the city have logged numerous pieces of property that don't look very beautiful. If we want our city to look appealing, it needs to start with the citizens. We need to have fair and enforceable standards for our city if we want to attract people and businesses to move here. We want the citizens to feel proud of our city and feel safe. I've always prided myself on living in Ontario, so let's clean up our city in a fair way, one that we can all be proud of.*

Norm Crume, Ontario, stated: *Good evening, Mayor and Council. Lived in Ontario for 66 years. What I want to talk to you folks about tonight is a couple different issues. Starting out with proposed changes or some that were proposed or brought forward on the charter. The first thing that I want to go over is the possibility of the Council hiring department heads. When I first got on the Council, the Mayor at that time had a lot of those same type of ideas. He was criticized around the city for being a micro-manager and honestly, I believed what he said and in what he was doing. I was manipulated, so my bad. But after spending 12 years, I learned what works and what doesn't. Having political influence with the staff members is absolutely the most God-awful thing that you folks could ever dream of doing. It will ruin this body of work, your staff members here. I believe that if you guys go through with this that you will lose much of the staff that you have. That's up to them, not to me, but that's just my own belief. So, along with that, the other part that didn't make it through the ad hoc committee, and I put this through as a suggestion, is the Mayor only selecting committee members. Now I lived through this issue, I had ten years of three different Mayor's*



that never pushed the issue. Come to find out when the current Mayor was elected, that was pushed to where only the Mayor selects the committee members. I was astonished by that, but there again, my bad, I didn't know what the charter said. But I will say is that the prior three Mayors didn't ever push that. In fact, two of them today told me with their blessing that they wouldn't have and didn't and they think it's absolutely wrong to have that in there. I am here to suggest to you folks to add that to your charter changes that it should be all of the Council equally appointing charter [sic] members. What can happen is, it's human nature that when you're sitting up there, and I know this by being up there for twelve years, that you want other people to vote along with you. I found out the hard way, the long way, that having seven independent minds up there and the ability to listen to different people's ideas was what made the city the best. It wasn't Norm's idea, or the next person's idea, It was the collective bargaining of everybody together that made the best ideas go forward for the community. I urge you to add that into your discussion. Next, is code enforcement or thereof the lack of, and I'm kind of surprised so many people talked about this, when I was on the Council I pushed for this real hard. I've got a piece of property near my home that I've turned in twice that the owner is a habitual offender for years and years, and last year was the best that that property was ever taken care of. I believe it was taken care of three times, if I'm not mistaken, and this year, not once, though it's been turned in by me twice. I'm not here to complain to code enforcement people at all. I'm here to complain to you folks for letting it get into this situation. People are complaining all over town of the looks of this city, and the lack of code enforcement. Now, I'm going to state a word here that we hear a lot on tv, and it might surprise somebody, but the Council actually defunded the police last year, or this year. And what I mean by that, the revenue stream for public safety was eliminated. There was a \$5 bill put on the water bill that was eliminated, that brought in about \$250K a year. That financed one patrolman and one extra code enforcement. With the change, four of us getting off the Council, that was turned around and eliminated and so we no longer have two code enforcement officers. It's my belief, I've always said for year, that code enforcement needed three officers out there, if not maybe four. What it did, it defunded one patrolman and one code enforcement, and the patrolman was reinstated by extra taxes from property taxes, the extra revenue there. I'm delighted to hear that \$250K is being saved by the money turned in for the PERS, the mandate there that we have, so I encourage you....

Mayor Hill reminded Mr. Crume that there was a big agenda that evening.

Mr. Crume: I've been criticized by you numerous times for talking too long; I'm trying to do this as fast as I can sir. I urge you, strongly, to look at that and try to make this city better instead of cutting and defunding the police. Thank you.

Eddie Thiel, Ontario, stated: Thank you. My name is Eddie Thiel. I'm from Ontario and I am the founder of the Citizens Coalition of Ontario. I'm glad you guys all came out for this, and I want to thank you for letting us be heard. I'll try to make this fast. I wrote it all down. I want to thank Norm for that; I agree with him. Secondly, David Armstrong is here somewhere, and he has a letter, hopefully, that he reads, and I totally agree with this. I wrote this letter before I found out that he wrote a letter and I decided okay, what the heck, I'm going to read it. This is more to point and real what we've been posting on Facebook, what's really happening here. Mine is a little different; it's a little off the cuff. So, I understand the charter – I'm going to read it - revision will be presented tonight for a vote, possibly from the Council. One of the revisions is the primary reason I am here tonight. This is the revision where Mayor Hill wants it to change from the City Manager doing the hiring of staff, to the Council. Basically, making it a Mayor-run city. Did a little research, by the way, and you can Google it. And if you check it out, you'll find it doesn't work. The current charter forbids the Council from interfering at any level with the hiring of department heads. Really important. Why? The reason is so elected officials do not push to have their friends fill positions who may have undo influence in the discharge of their duties. And it happens, and it's happening. Department heads need to be able to do their jobs without political influence and/or coercion. I'm going to become Mayor and I want you my assistant manager. My concern is getting a Council and/or Mayor that has an agenda that benefits them. And then possibly every four years, we have a new Mayor with their own agenda. Really. And with this power they can apply pressure to their then chosen City Manager to fire department heads and replacing them with their own hires. This is just not okay, really. To me this promotes corruption. And we, as citizens, can't do anything until another revision or recall. And that continues down the road. Right now, amongst the citizens of Ontario, there is a lack of trust in our Council due to not on this move; but other issues, such as the loss of the Ordinance Officer. We have one, even though for our city we

should have three. Fruitland has two; Weisser has two. It's disgusting. The Mayor suing the city, just to name a couple of things, \$500. Suing the city? Costing the city over \$7,000 in lawyer fees. Pay the damn fine, right? Okay. Sorry. There is an overall feeling that already there is a buddy system established that seems to be aiding certain people's agendas. And it's happening. So, please reject this revision and get rid of the Mayor-Council hiring of staff. I know this was not originally the plan of the committee, until the Mayor pushed for this. What does that tell us? If this passes, then we, as citizens, only have one recourse, and that is to spend a lot of time, energy, and money to educate the voters who are not totally informed. So, we can get the vote that we need, which is a no vote on the ballot. That's what we need. This can't go on. I need to remind you who you work for. We voted you in. You're our employee. You work for us. So please, listen. There's one other thing that really upsets me here. We have some real men at the top: Adam Brown – one of the best City Managers I've ever had in this town as long as I've been here, and I've been here a long time. I read his evaluation, and all the stuff he's done for us, it's amazing. Why would he stay? Thank you.

David Armstrong, Ontario, stated: *I wrote a letter to the City Council, and I don't want to read all of it just because there's a lot of formalities that are not necessarily for that part, but I'm here to talk about the charter. The Ad Hoc Committee made a recommendation for the charter and then the Council decided that they should add some more to it, and I happened to read that this morning in the red-lined version of the PDF. I am going to tell you I believe we should reject the addition to the charter of the Council weighing on department heads. I'm going to give you some reasons for that. First: the Council is elected for governance, not for management. Overlapping those two things can lead to some real interesting problems and if you study those issues, those problems, they become really quite nasty. With this, though, there is an increase of the Council's power, and this will increase the responsibility of those department heads to come and report to not only Adam Brown as the City Manager, but also to the Council. That vastly increases their political nature of those positions, the political nature of those positions. If you've reported to five bosses, some of you in this room have, it's not fun. Okay? I've done it. Increasing the political pressure on these positions will make it harder in the future to hire department heads. That's going to be the nature of that. However, you know, a counter argument might be power's not a bad thing; sometimes it's helpful. I want you to look around the room and say would you give this to the most inept among you that get elected? It's not about today; it's not about how good you are today. It's about what happens when the Council you don't like, the people you don't like, are sitting in this room and they're now in the process. Point five: cities with a City Manager have better efficiency. That's just, it's been shown economically by multiple studies. By the way, we all, as residents, see probably a pricing premium of our homes in that. It's averaged about \$10K in cities with a City Manager instead of the Mayoral-Council kind of form get a \$10K increase on their home properties. Finally, I'm going to tell you something. The Ad Hoc Charter made a recommendation; by changing that, do you really want to look eroding some of that trust. I mean, we talk all the time about how do we build trust, how do we build committees, if we reject that, I think we reject some of the trust that we've built in there. Thank you guys for your time. Thank you for hearing my comments. I trust you guys will make the right decision.*

CONSENT AGENDA

HART moved, BAKER seconded, **TO ADOPT THE CONSENT AGENDA, WHICH INCLUDED COUNCIL MEETING MINUTES OF JULY 27, 2021.** Roll call vote: Baker-yes; Kirby-yes; Braden-yes; Hart-yes; Melendrez-yes; Hill-yes. Motion carried 6/0/0.

COUNCIL CANDIDATES

Mayor Hill stated it was his understanding that they would hear from each candidate, take some time to digest it all, and make an appointment at the next Council meeting.

Councilor Kirby stated they'd had several withdraw their names from consideration, and he believed there was an elephant in the room that needed to be considered. He wanted to hear what the candidates had to say because it something that would lay on the Council. That elephant was diversity. Two women of color had withdrawn their names, and another older female who had been attending the meetings since January due to her interest in what has going on. Among the candidates remaining, there were two women and two men, and one of the men was of



color. This was a time for the Council to consider diversity. He wanted to hear what the candidates had to say about this issue. The normal argument in a redneck community was that they wanted the most experienced person, and these were all qualified individuals. He wanted each candidate to address how they would consider – would they weigh race, cultural background, ethnicity, against experience, training, skills, and knowledge? He hoped the Mayor would allow each of them to address that.

Councilor Melendrez asked Councilor Kirby for a clearer explanation of what he was asking.

Councilor Kirby stated that Councilor Melendrez wasn't a redneck. They lived in a conservative community, and he knew there were those who would say that they didn't want someone of color. The people might want race and ethnicity considered in the choice that the Council made. He believed the Council needed to hear how the candidates would consider that as one of them would be sitting on the dais. There were currently six men sitting on the dais currently, and that was a lot of testosterone. Five old fat white guys and one Hispanic. Was that really reflective of the community?

Councilor Melendrez stated he identified as Mexican, not Hispanic. When Councilor Kirby mentioned race and ethnicity vs. experience and knowledge, a person of color could have all that, too.

Councilor Kirby stated it could completely right or left, too. They, as a community, it was time to address the issue publicly.

Councilor Melendrez asked who all had withdrawn from consideration, and who remained?

Tori Barnett, City Recorder, stated they had started with seven and were now down to four. Cydney Cooke, Adrianna Contreras, and Margaret Hess withdrew, leaving the four candidates before them that evening.

James Grissett: So, I guess first, Mr. Kirby, to address your question. Diversity over experience over ethnicity over sexuality, it's a big question, right, especially in a small town, especially if you've been on the other side of the coin, right? The flip side. I don't really think there's a right or wrong. If I was up there, I would try to be open-minded and look at the whole picture. I would look at all aspects of it, right? Experience, education, background, what they've done within the community and for the community and if there could be any bias, right? With the corruption and the different conversations, I've heard the community speak about, would definitely weigh heavy. So, in these times with, as a minority, everybody talking about minorities, it is frustrating. Being on the flip side, and we want to be seen as that person with experience. The color of the skin, or sex, gender, shouldn't matter, but it does. So should it be taken into consideration? I would say a little bit. Should it be the only, the main determining factor? No. I don't know if that helped answer my perspective on it, but I would weigh in on it. As a minority, looking up at the Council, I'm not represented. I don't feel that I would be represented by that or any of the laws. As a resident that's been here over 13 years, I don't see it. That's one of the reasons why I decided to run. I know moving on to the two-minute speech, there's a lot about the city...I come from a diverse background. My skillset, my work-career, you start out doing any and everything you can. Through the years, I went to TVCC; I earned a degree here. I worked in Idaho at Internet Truckstop for years, helped them with a new building, to build that. I finally got in a position in my life where I'm no longer on that side of the line. Looking at being on the other side, I looked at the community. When I was at TVCC, I was in Phi Beta Kappa, the Honor Society, and our Honors topic was The Democratization of Information: Power, Peril, and Promise. We talk about code enforcement in the community – what is a community? Where is our community? When I plow my snow, I take my plow and I plow an entire block, because the guy next door, who I don't talk to, I don't know why he didn't plow his, but if I'm able to help, I'm going to help, I'm going to help my neighbor. I'm not going to be so concerned on why he's not doing it, but how I can do it to help him. When I had the opportunity to start building on North Oregon, everybody told me now, right? You're stupid, don't do it. I see it as an opportunity to help bring up that area, not only the area, but the people in the area. If everything else is building and you're stuck in a rut, you're on that side and you have no way to step over, all you need is that little light, that little glimmer, and as soon as I did that, I worked with code enforcement, I worked with the Chief, I worked with the Fire Department, I worked with the city, everybody to try to help bring that up, and it's coming up. The neighbors are happy. You can

see the pride in ownership. It's slow, it's a slow progress from the four-plex, now we're doing the townhouses, and the tri-plex. That was one of the reasons why I decided to go for the City Council. We looked at the traffic, we looked at what is going on in our city. We know talking to the City Manager I pulled out statistics, or to the police, most of the people that come in the city are from the other side of the river. Our resources are utilized heavily, the city, the police, we have no way to recoup that so how do we bring the city up? How do we get the millennials to come and stay? How do we get the pot smokers, the marijuana users who come and buy it and then take it illegally across the river, how do we get them to buy a condo? How do we get them to buy a house here and use the recreational and become a member of our community? How do we do that? I don't know all the answers, but I'm trying to help build a place where we can. That's one of the reasons why I put my name in the hat, and I would like to be a part of the team that kind of comes up those ideas. We have to find our community, every one of us in this community needs to help each other to bring the community back up. Sorry, I don't remember her name, but she talked about North Idaho, and it's true. I understand that the state owns the Eastern side so the money that's recovered, or the money from the building, helps the streets and the public works redo the streets. North of that, when we come into the city, we have the grants from the city to redo the buildings. We have home incentives, you can get up to \$50K in incentives to build new homes in the city, but when you come in, what do we see? How do we get businesses to invest in the city and in the buildings, and how do we find funds to redo the streets that are dilapidated? How can we make it so that when somebody comes to the new trailer park that they're building, 100+ units, not trailer park, but RV park, how do we get it to when they come in, they're like wow, this city is nice, this city is really changing? I don't know the answers. I have thoughts and opinions that I would like to put forth and be on the Council that would make that happen.

McShane Erlebach: Council and Mayor, thank you for allowing me to be here. Born and raised in this fine city. I moved away for work after college, and I moved my family back here. I've visited and worked in about 49 out of 50 states, so I've been in every little town in this lovely nation. I know Mr. John Kirby and quite a few of these gentlemen out here and their outstanding commitment to the community. As per the diversity statement, again, that kind of shoots me down for the spot if that's the first thing to come out of the Council's eyes there, but diversity should be a quality. We should be looking for the quality of the correct person to be on this board, that is going to steer the city to a future where our kids want to move here, not move away, that we do want these people that are moving from out of town, the Californians or wherever you want to say it, come to this town. We need to thrive with the businesses, make opportunities here that make people want to stay. We've got a splashpad, awesome! We have a bike and skateboard park that needs to be better. There are smaller towns with better things for our youth to grow up and experience. We need to focus more on those opportunities and that will bring better businesses, better paying jobs, a community that cares more. We don't have to worry, everybody's out here with code enforcement. Yes, there is, it does cost money. You own a home, you just paid \$330K for a townhome and now you have to put money into it and put money into the community around you. We need to be able to build that fortune for the people and that opportunity for our citizens so that they have it and they can be proud to go home to their nice house and that their kids are going to stay there, their kids want to go to the college here. I'll keep it short and sweet, but that is what I would like to help with, the hope that my kids want to stay and say this is a great community and I don't want to move away. Thank you for your time.

Susann Mills: The answer to your question, Councilor Kirby, is, in my mind, when I look at someone, I don't see color. I see a human being, and I think everyone should be treated equally. That's how we were born into this world. Unfortunately, things and times have changed all of that, and we treat each other differently, but in my perspective, looking at someone in hiring or anything else, I believe background references, personal interviews, are the key to getting the people that are most qualified. Anyway, thank you Mayor, Councilors, staff, and citizens. My name is Susann Mills. I'm applying for the City Council position. I've lived in Ontario at the same address for 44 years. I was born in Portland, Oregon; I moved to Boise, Idaho, in my early years. Later I moved to a small town called Midvale, Idaho. I was there until the middle of my senior year. I then moved to Weiser, and I graduated there with honors. I was going to attend college, but due to a horrific car accident in my family, I chose business school. I finished three months early. I was hired by as a secretary for the president of the school. I later went to work for an aluminum company, where I met my future husband. He did not work for the aluminum company, but I met him during that time. We relocated to Ontario, Oregon. He started Ontario Photocopy. Businesses that I've worked in in Ontario



during my first years here were Blackaby Insurance, Action Chrysler, Dr. Isom, and we had a restaurant called Manhattan Bistro. I babysat two years in my home, 12 children. During that time, I also sold Lund's Lights and I had three area reps under my supervision. We started our business in 1985 called Mills Manor Apartments, which we still own and operate today. My husband and I have two children. I have two stepchildren, eight grandkids, two great-grandkids. I was elected to Ontario City Council in 2006, and served four years, two years as Council President. I served on city committees to hire managers, Police Chief, Public Works employees, and various committee community functions. I was liaison to the Recreation Department, the Fire Department, and the Police Department. My desire to be considered for this position comes from my experience, my business knowledge, my interaction with businesses and people to make Ontario a good place for us to live, our children, and our grandchildren. I just want to state that what I feel I can do for Ontario is also listed on the questionnaire that you handed out to us. Thank you.

Charlotte Cablay: Good evening, Mayor and Council. My name is Charlotte Cablay and I have lived here in Ontario for just about one-year, next month, and my husband and I came here last fall because he is employed with the Jacobs company, and he currently serves as the Director for Public Service for Ontario. I mention that because it has come up as a question as to whether I would be an objective Councilor because of that, and I would say that my husband and I are individual people. We don't always see eye to eye on things, but we do talk about things, and pray about things, and we either come to an agreement, or we agree to disagree. If such issues come before the Council where it might be a problem, I would simply recuse myself from that issue. To address the diversity issue, Councilor Kirby, I think that it's all well and good that we all are educated and have business experience, but I think, too, that in some cases, people need people-people. They need someone that they can talk to, community with, and feel that they are heard and understood. They don't necessarily care where you worked last year, or where you got your degree or what it's in, they just want to express their needs and concerns and have the city address it. I definitely think that we have to take all things into consideration when selecting a Councilor. Like a couple of people, I decided to seek this position for diversity issues. I, too, noticed that there are a bunch of men looking out at us and that perhaps a woman would not be welcome, or maybe even someone else more diverse would not be welcome, but I would say that it is imperative for the growth of this city to have better diversity on the Council. I think that a new person to the city and to the Council that can see things from a different perspective, sometimes we get jaded, and we don't see things. We get set in our ways. We don't want to make changes, but I think that sometimes you need somebody in there that's going to shake it up a little bit and have some changes made because change is what helps us to grow, and I would hope that a community could see that that is what I want for this community. Like I said, we've been here a short time, but I've had a number of my family visit. They all think that it's a great city. They love where we live. They're happy that we're happy here. We never were thinking about where we are going to land after retirement. You know, I'm pretty happy here right now and something big would have to happen to change my mind. I want to be a part of the community. I've joined the Rotary; I'm part of Revitalize Ontario! and as I'm getting more and more settled, I'm looking into more ways to give service to the community and to the people. Thank you.

PRESENTATIONS

National Recovery Month and Hands Around the Park

Judy Trask, Paula Olvera, Jennifer Schaffer, invited the Council and everyone watching and/or listening to attend the 18th Annual Hands Around the Park event on Thursday, September 16, 2021, from 4:30-6:30 p.m. at Rotary Laxson Park.

Councilor Melendrez stated he had worked with this team for a number of years, and they did amazing work. It was an honor to have them in our community. He thanked them all for their service.



OLD BUSINESS**Charter Amendments**

Councilor Hart thanked the members of the committee for their time. The committee met every other week and completed the process. A presentation was given to the Council, and he thanked Larry Sullivan for getting it back to them in legislative language. It was now open for discussion and debate to determine what would be approved and submitted to the voters in May, 2022.

Mayor Hill stated several comments had been made about one of his issues, which was about the Council being involved in the hiring of department heads. Previous City Managers involved the Council in that process; however, the current City Manager had not, and made all the selections with no input from the Council. He didn't purport that the Council should have any firing power or that a department head should work directly for the Council. He believed the Council should be involved in the hiring of a department head, not managing them, not firing them, not bringing them in front of the Council. If the City Manager quit, he was blessed with his hires, but a new City Manager coming in did not have the privilege of hiring his own staff. He would have to take up the staff already in place, but the Council remained. The Council was elected to take the town in the direction the citizens wanted to go. He was proposing that the Council have a say in who was hired as a department head and would take a step toward making that a separate item on the ballot. Let the citizens decide if they wanted the Council involved in the hiring of department heads. Not the firing of, not the management of, simply the selection of.

Councilor Melendrez asked for clarification. He attended one meeting where it had been discussed. Someone mentioned having seven bosses, and he'd had more than one boss. The Mayor responded that he only wanted to have input, but at the next meeting, the City Attorney asked for verification on what was being asked. It seemed what was being said and what was being asked were two different things. Was the vote that the Council would have authority to hire and fire, or just input on hiring only.

Larry Sullivan, City Attorney, stated in Section 4.3 on page 4, the language in subsection "F" read *"that for all employees except department heads, the City Manager shall have sole authority to make hiring and firing decisions. As to department heads, the Council shall have the sole authority to make the final hiring decision"*. It gave the Council more than just a voice in the hiring process, as it was the Council who had the ultimate hiring decision making authority. That was under this draft of the charter.

Councilor Melendrez stated they had already seen two staff members leave. What he'd seen over the past seven months, the environment could be toxic, sometimes from citizens, sometimes from Council. There were times he didn't even want to come to Council, but he'd been elected to represent the community. Imagine being an employee, approaching the podium, and they were just grilled by the Council. The Council was the policy makers, and he was a part of that. They needed to trust the employees to enforce, or perform the duties, of the policies set by the Council. He was against the Council being involved in the hiring of Department Heads. Of course, it would be nice to be able to provide input on hiring or firing, but it went both ways. The Council rotated in and out every two years, too. For example, he'd like to have input on the legal issues the Mayor was involved in with the police department's ordinance issues. The Mayor could not tell him that action would not influence his decision making, especially in hiring or firing members of law enforcement.

Councilor Kirby stated it was his understanding that the Council could cause an exception of Section 4.3(F) to be voted on separately from the major body of the charter changes.

Mayor Hill stated that was he meant to indicate, but with that, it still wasn't exactly as he wanted it. He wanted the City Manager involved in the selection process. The Council could vote on it, but they were not going to interview the candidates. The City Manager would handle that. He thought the Council should have a say. He thought it good to carve out that section and make it a separate item on the ballot so the citizens could decide.

Councilor Kirby stated the citizens on the committee gave a good counsel to the Council, but it was changed when it arrived before Council.

KIRBY moved, NO second, **THE CITY COUNCIL APPROVE THE CHARTER AMENDMENT BALLOT LANGUAGE AS REQUESTED BY THE CITY COUNCIL, PRESENTED BY THE CITY ATTORNEY, AND WITH THE AMENDMENTS AS STATED, EXCEPTING SECTION 4.3(F) TO BE VOTED ON BY ITSELF, TO BE PUT ON THE MAY 2022 BALLOT.** Died for lack of second.

Councilor Hart proposed two votes. One vote similar to what Councilor Kirby suggested, stripping two sections out, Section 4.3 and 3.5, and approving everything else that was before the Council. Vote on that portion, taking that to the voters in May, 2022. Then, take a separate vote to see if the Council wanted to place the other language, that specifically related to 4.3 and 4.5, which related to the issue raised, on a stand-alone basis. But the Mayor had also mentioned that he was not happy with the language being presented. Did that need to be reworked, have further discussion, or?

Mayor Hill stated the City Manager the individuals would be working for him directly. In the selection process, the City Manager needed to be involved, not just the Council. That should be reflected in the language.

Mike Miller, Ad Hoc Committee member: *I just had a question about putting to the voters. How many common people, or any person, would understand that language that you're talking about and go before a vote and get a decent outcome. I don't think most people would even understand it. And my feeling is, we pay a City Manager a six-figure income with benefits. He should guide the ship. I wouldn't like seven or eight people being my boss. It's important to get new people into this valley, in Ontario, and hire quality people like Adam; it's going to discourage them. That's my opinion.*

Councilor Hart stated his agreement with Mr. Miller; that's why he was trying to get it off the charter as a separate action. He did not know if it would make it on its own. The committee had done a lot of good work. Most folks that he'd spoken with liked the proposed changes and wanted to see it on the ballot. He was truly worried about the provision, which was why he wanted it pulled out and let the Council decide if there was enough support to put it as a stand-alone piece.

Councilor Melendrez stated he agreed with Mr. Miller, too. That's why he hadn't seconded Councilor Kirby's motion.

Susann Mills, Ad Hoc Committee member: *I was on that committee for the charter. I brought up during the committee meeting that our City Manager is hired to do the job of hiring and firing the department heads. We pay him good money. I don't know why we're taking away his duties. It seems like all the time I was on City Council and even now, that if it's not broken, why fix it? And if it's broken, you're going to have to explain to me better why it has to be changed. And so I feel that maybe in certain circumstances the Council needs to be addressed with the hiring of someone, or maybe as they did when I was on City Council, they had committees that helped interview different people for different departments and it worked out really well. I just don't yet get why we want to have the City Council hire and fire the department heads when I feel it's the City Manager's job and that's what he was hired for.*

Mayor Hill stated there was no firing in this motion.

HART moved, KIRBY seconded **THE CITY COUNCIL APPROVE THE CHARTER AMENDMENT BALLOT LANGUAGE AS REQUESTED BY THE CITY COUNCIL, AND PRESENTED BY THE CITY ATTORNEY, TO BE PUT ON THE MAY 2022 BALLOT EXCEPT FOR SECTIONS 4.3 AND 4.5 WHICH SHALL NOT BE CHANGED AND THAT THE AMENDMENTS BE PRESENTED AS ONE CONSOLIDATED VOTE TO VOTERS.** Roll call vote: Baker-no; Kirby-yes; Braden-yes; Hart-yes; Melendrez-yes; Hill-no. Motion carried 4/2/0.



Mayor Hill asked how they wanted to address the two sections that had been removed.

Councilor Hart asked if the Mayor was comfortable with the language, or did he want it changed.

Mayor Hill wanted it changed. The City Manager dealt with those people on a daily basis. The City Manager might leave, and the incoming City Manager had to deal with the who the previous City Manager had hired, and the Council had not say over that. The City Manager needed to be involved in the hiring, but also the Council.

Councilor Hart asked for a general idea of the edits for that section, and then to bring it back before Council for review. They'd then ask for support to move it forward as another amendment to the charter for the 2022 May ballot.

Mr. Sullivan stated in section 4.3(f), it currently read *"for all employees except department heads, the City Manager shall have sole authority to make hiring and firing decisions."* The second sentence is the key sentence up for discussion. It could read something like *"As to department heads, the Council shall have the sole authority to make the final hiring decision considering the advice and recommendation of the City Manager."*

Mayor Hill stated that was fine with that if the City Attorney could arrive at the necessary language.

Councilor Braden stated to Susann Mills, Mike Miller, Ken Hart, the Council leaned heavily on the ad hoc committee, and they put in many evenings of good, hard work. He'd read all the minutes, and the changes made. He questioned Councilor Hart and felt comfortable with all the changes. This was not a rubber stamp. The committee did awesome work, and he thanked them for getting them a good product. Oh, and Jaime Taylor, who was also in the audience.

Bid Award: Wayfinding Contract

Adam Brown, City Manager, presented.

MELENDREZ moved, KIRBY seconded, **THE CITY COUNCIL AWARD THE WAYFINDING BID TO ACSM IN THE BASE AMOUNT OF \$242,986 WITH THE ABILITY TO EXTEND SERVICES FOR TWO ADDITIONAL YEARS IF BUDGETED BY THE ONTARIO CITY COUNCIL.** Roll call vote: Baker-yes; Kirby-yes; Braden-yes; Hart-yes; Melendrez-yes; Hill-yes. Motion carried 6/0/0.

Sprint Boat Race

Adam Brown, City Manager, presented.

MELENDREZ moved, BRADEN seconded, **THE CITY COUNCIL APPROVE THE CONTRACT BETWEEN THE CITY OF ONTARIO AND R&R PROMOTIONS LLC FOR HOSTING EVENTS ON THE AIRPORT GROUNDS WITH ALL PROCEEDS GOING TO THE AIRPORT FUND, INCLUDING A RECLAMATION BOND BE PROVIDED, AND THE CITY NOT BE RESPONSIBLE FOR PROVIDING THE WATER.** Roll call vote: Baker-yes; Kirby-yes; Braden-yes; Hart-yes; Melendrez-yes; Hill-yes. Motion carried 6/0/0.

Resolution #2021-119: Master Fee Schedule

Kari Ott, Finance Director, presented.

KIRBY moved, BAKER seconded, **THE CITY COUNCIL APPROVE RESOLUTION #2021-119: A RESOLUTION ADOPTING A MASTER FEE SCHEDULE FOR THE 2021-2022 FISCAL YEAR.** Roll call vote: Baker-yes; Kirby-yes; Braden-yes; Hart-yes; Melendrez-yes; Hill-yes. Motion carried 6/0/0.



NEW BUSINESS**Appointments to Committees: Airport; Code Enforcement Review**

Adam Brown, City Manager, presented.

Mayor Hill **APPOINTED BILL HAGER TO THE AIPORT COMMITTEE, ALTERNATE SPOT.** Council concurred.

Regarding the Code Enforcement Review Ad Hoc Committee, Mayor Hill recommended David Sullivan and Susann Mills as two appointments.

Councilor Kirby stated the application of Susann Mills was a wild card as she was also a candidate for the vacant City Council position.

HART moved, BRADEN seconded, **THAT THE AD HOC COMMITTEE BE COMPRISED OF TWO CITY COUNCILORS AND FIVE MEMBERS OF THE PUBLIC THAT LIVE IN ONTARIO.** Roll call vote: Baker-yes; Kirby-yes; Braden-yes; Hart-yes; Melendrez-yes; Hill-yes. Motion carried 6/0/0.

Councilor Mills withdrew her application to serve on the Code Enforcement Ad Hoc Committee.

Mayor Hill asked for two representatives from the Council.

Councilor Kirby stated he would serve.

Councilor Braden stated he would serve.

HART proposed that Mr. Watts, Ms. Schiemer, Ms. Bakefelt, Ms. Sullivan, and Ms. Astle be appointed to the Ad Hoc Committee.

BAKER moved, KIRBY seconded, **TO CLOSE THE NOMINATIONS.** Roll call vote: Baker-yes; Kirby-yes; Braden-yes; Hart-yes; Melendrez-yes; Hill-yes. Motion carried 6/0/0.

Council consensus **TO APPOINT ANN SCHIEMER, DAVID SULLIVAN, GABRIELE ASTLE, PENNY BAKEFELT, AND RICHARD WATTS TO THE CODE ENFORCEMENT REVIEW AD HOC COMMITTEE.**

Solar Lease Assignment to Ruiz

Dan Cummings, Community Development Director, presented.

Mayor Hill recused himself declaring a conflict of interest, handed the gavel to Council President Hart, and stepped down from the dais.

BRADEN moved, KIRBY seconded, **THAT THE CITY COUNCIL APPROVE THE REQUEST TO ASSIGN THE LEASE THE CITY OF ONTARIO MADE TO FLEET DEVELOPMENT, LLC DATED NOVEMBER 24, 2020, AND ASSIGN IT TO J. RUIZ ENTERPRISES, LLC AND AUTHORIZE THE COUNCIL PRESIDENT TO SIGN THE ASSIGNMENT OF LEASE.** Roll call vote: Baker-yes; Kirby-yes; Braden-yes; Hart-yes; Melendrez-yes; Hill-abstain. Motion carried 5/0/0/1.

Mayor Hill returned to the dais.



Bid Award: City Engineering and Surveying Contract to CK3, LLC, for Design Plans and Specification for Street and Storm Water Improvements to Dorian Drive between NW 4th Avenue and West Idaho Avenue

Paul Woods, City Engineer, presented.

KIRBY moved, BRADEN seconded, **THE CITY COUNCIL AWARD A CIVIL ENGINEERING AND SURVEYING CONTRACT TO CK3, LLC IN THE AMOUNT OF \$65,240 FOR DESIGN PLANS AND SPECIFICATIONS TO FACILITATE STREET AND STORM WATER IMPROVEMENTS TO DORIAN DRIVE BETWEEN NW 4TH AVENUE AND WEST IDAHO AVENUE.** Roll call vote: Baker-yes; Kirby-yes; Braden-yes; Hart-yes; Melendrez-yes; Hill-yes. Motion carried 6/0/0.

Bid Award: Engineering Contract to Keller Associates for Tapadera Lift Station Final Design

Paul Woods, City Engineer, presented.

BRADEN moved, BAKER seconded, **THE CITY COUNCIL AWARD AN ENGINEERING CONTRACT AMENDMENT TO KELLER ASSOCIATES IN THE AMOUNT OF \$99,300 FOR THE TAPADERA LIFT STATION FINAL DESIGN AND BIDDING SERVICES.** Roll call vote: Baker-yes; Kirby-yes; Braden-yes; Hart-no; Melendrez-yes; Hill-yes. Motion carried 5/1/0.

Resolution #2021-136: Unexpected Street Revenues – Dorian Drive and Airport Way Projects

Kari Ott, Finance Director, presented.

BRADEN moved, KIRBY seconded, **THE CITY COUNCIL APPROVE RESOLUTION #2021-136: A RESOLUTION TO APPROPRIATE UNEXPECTED STREET REVENUES FOR EXPENDITURE AND APPROPRIATING EXPENDITURES FOR DORIAN DRIVE AND AIRPORT WAY PROJECTS.** Roll call vote: Baker-yes; Kirby-yes; Braden-yes; Hart-yes; Melendrez-yes; Hill-yes. Motion carried 6/0/0.

Bid Award: Engineering Contract to Murrysmith, Inc., for Wastewater Outfall Diffuser Final Engineering Design and Permitting

Paul Woods, City Engineer, presented.

BRADEN moved, BAKER seconded, **THE CITY COUNCIL AWARD AN ENGINEERING CONTACT TO MURRYSMITH, INC. IN THE AMOUNT OF \$93,298 FOR ENGINEERING DESIGN PLANS AND SPECIFICATIONS AND PERMITTING OF IMPROVEMENTS TO THE CITY'S WASTEWATER TREATMENT OUTFALL TO THE SNAKE RIVER.** Roll call vote: Baker-yes; Kirby-yes; Braden-yes; Hart-yes; Melendrez-yes; Hill-yes. Motion carried 6/0/0.

Bid Award: Cultural Monitoring Contract to ARH Archaeology and Architectural History for Support of the CDBG Sewer Line Replacement Project

Paul Woods, City Engineer, presented.

BRADEN moved, MELENDREZ seconded, **THE COUNCIL TERMINATE THE PRIOR CONTRACT AWARD TO BLUE MOUNTAIN CONSULTING AND AWARD A NEW CONSULTING CONTRACT IN THE AMOUNT OF \$32,786 TO ARH ARCHAEOLOGY AND ARCHITECTURAL HISTORY FOR CULTURAL MONITORING SERVICES TO SUPPORT THE CDBG SEWER LINE REPLACEMENT PROJECT.** Roll call vote: Baker-yes; Kirby-yes; Braden-yes; Hart-yes; Melendrez-yes; Hill-yes. Motion carried 6/0/0.

DEPARTMENT HEAD UPDATES

Finance: Monthly Report *(Attached)*

Kari Ott, Finance Director, presented.



DISCUSSION ITEMS**Homeless Shelter at the Airport**

Mayor Hill stated because they had promised the people of the city that the Council would explore options for providing homeless shelters, he had taken this on. He had been out to the location two years previously to look at the possibility. He wrote a few letters to the FAA, who told them that if the city did that on their own, without doing an application, it would jeopardize any grants the city might receive, so that didn't move forward. The FAA representative stated the city would have to go through a process, submitting a formal application. It was the FAA reps view that it would be incompatible. In asking why motorboat and motorcycle races would be compatible, but temporary homeless shelters would not be, he responded that it just was. Mayor Hill asked what if the politicians wanted it to happen, and the FAA rep said he couldn't comment on that. That was how it was left. This was something that the city would have to do something at some point, and this was one avenue to look into. There were 135 storage units out there that would be going to waste, and he didn't want the city to spend money to purchase other property when there was already property available. The 135 units were larger than the huts that were being provided currently. It seemed logical. There was even bus servers out there already. It would be a Council decision on whether or not to pursue it. The Airport Committee was not in favor of the action.

Councilor Kirby stated it angered him that Ontario was becoming the backyard. It was because of what happened in Boise. The federal standard for homelessness was set by Martin v. Boise. Because Oregon provided better benefits, everyone was being sent here. Ontario had marijuana with no fines, the state would take care of you, and now Ontario even had shelters. He didn't believe this community deserved that. It would make Ontario worse. There was truly no place in Ontario to place a homeless area. He was against the Airport for several reasons, as was the Airport Committee. There was no good answer, but he was sure waiting for one.

Councilor Hart stated in the City Manager's update last weekend, he had voiced concerns about the homeless in the parks and having difficulty in moving them on.

Mayor Hill asked Mr. Sullivan to provide the timeframe and obligation that the city was facing regarding the homeless issues.

Mr. Sullivan stated he could not answer that currently but would provide a report.

RECORDER BATTERY DIED – REMAINDER OF MEETING MINUTES TRANSCRIBED THROUGH NOTES.

Transient Occupancy Tax for RV Parks

Adam Brown, City Manager, presented. Council direction to move forward.

Downtown Attraction Study Update

Adam Brown, City Manager, presented.

HAND OUTS**Check Register: July 2021** *(Attached)*

July 2021

Minutes *(Attached)*

County Court 07-28-2021; 08-11-2021



CORRESPONDENCE, COMMENTS, AND EX-OFFICIO REPORT

- Councilor Kirby commented on the departure of Assistant City Manager/HR Manager Peter Hall and thanked him for all he'd done for the city. He wished him well.
- Councilor Braden thanked all the candidates who submitted letters of interest in serving on the Code Enforcement Review Ad Hoc Committee.
- Mayor Hill stated he'd like to see the Council Rules and Procedures reviewed and possibly amended.
- Mayor Hill asked about a pending lawsuit.

Mr. Brown stated that would be discussed in the executive session.

AMEND AGENDA

BRADEN moved, HART seconded, **TO AMEND THE AGENDA TO ADD AN EXECUTIVE SESSION**. Roll call vote: Baker-yes; Kirby-yes; Braden-yes; Hart-yes; Melendrez-yes; Hill-yes. Motion carried 6/0/0.

EXECUTIVE SESSION**Executive Session: ORS 192.660(2)(h)**

An executive session was called at 9:43 p.m. under provisions of ORS 192.660(2)(h) to discuss current or potential litigation. The Council reconvened into regular session at 10:29 a.m.

ADJOURN

KIRBY moved, HART seconded, **THAT THE MEETING BE ADJOURNED**. Roll call vote: Baker-yes; Kirby-yes; Braden-yes; Hart-yes; Melendrez-yes; Hill-yes. Motion carried 6/0/0.

ACCEPTED:

ATTEST

Riley J. Hill, Mayor

Tori Barnett, MMC, City Recorder





CITY COUNCIL MEETING MINUTES
EXECUTIVE SESSION ONLY
August 24, 2021

An Executive Session of the Ontario City Council was called to order by Mayor Riley Hill at 5:30 p.m. on Tuesday, August 24, 2021, in the Council Chambers of City Hall. Council members present were Riley Hill, John Kirby, Ken Hart, Michael Braden, and Eddie Melendrez. Sam Baker arrived at 5:52 p.m.

Members of staff present were Adam Brown, Tori Barnett, and Peter Hall.

AGENDA

This Agenda was posted on August 20, 2021. Copies of the Agenda are available on the city's website www.ontariooregon.org.

KIRBY moved, HART seconded, **TO ADOPT THE AGENDA AS PRESENTED**. Roll call vote: Baker-out; Kirby-yes; Braden-yes; Hart-yes; Melendrez-yes; Hill-yes. Motion carried 5/0/1.

EXECUTIVE SESSION

Executive Session: ORS 192.660(2)(h)

An Executive Session was called at 5:34 p.m. under provisions of ORS 192.660(2)(h) for current or potential litigation. The Council adjourned the session at 6:08 p.m.

ADJOURN

KIRBY moved, BRADEN seconded, **THAT THE MEETING BE ADJOURNED**. Roll call vote: Baker-yes; Kirby-yes; Braden-yes; Hart-yes; Melendrez-yes; Hill-yes. Motion carried 6/0/0.

ACCEPTED:

ATTEST

Riley J. Hill, Mayor

Tori Barnett, MMC, City Recorder





CITY COUNCIL MEETING MINUTES September 28, 2021

The scheduled meeting of the Ontario City Council was called to order by Mayor Riley Hill at 6:00 p.m. on Tuesday, September 28, 2021, in the Council Chambers of City Hall. Council members present in person or by call-in were Riley Hill, Sam Baker, John Kirby, Susann Mills, and Ken Hart. Michael Braden and Eddie Melendrez were excused.

Members of staff present in person or by call-in were Adam Brown, Tori Barnett, Dan Cummings, Terry Leighton, Steven Romero, Kari Ott, Larry Sullivan, Al Cablay, Paul Woods, and Marc Berg. Larry Sullivan departed the meeting at 7:04 p.m.

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

Mayor Hill led everyone in the Pledge of Allegiance.

AGENDA

This Agenda was posted on September 24, 2021. Copies of the Agenda are available from the City Hall Customer Service Counter and on the city's website www.ontariooregon.org.

KIRBY moved, HART seconded, **TO ADOPT THE AGENDA AS PRESENTED**. Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Braden-out; Hart-yes; Melendrez-out; Hill-yes. Motion carried 5/0/2.

CONSENT AGENDA

MILLS moved, HART seconded, **TO ADOPT THE CONSENT AGENDA, WHICH INCLUDED COUNCIL MEETING MINUTES OF AUGUST 10, 2021; HANGAR LEASE: ALTITUDE DEVELOPMENT, LLC (TYLER FRAZIER) – 220 GOLF; HOUSING INCENTIVE PROGRAM: ERNESTO JUAREZ (37-2021); AND HOUSING INCENTIVE PROGRAM: BK CONSTRUCTION (38-2021)**. Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Braden-out; Hart-yes; Melendrez-out; Hill-yes. Motion carried 5/0/2.

PRESENTATION

COVID 19 Update: Malheur County Health Department *(Report Attached)*
Sarah Poe, Director, presented; also present was Angie Sillonis.

Merchant McIntyre Update *(Report Attached)*
Brent Merchant, Principal, Merchant McIntyre, presented; also present was Will Hoing, Vice President.

Councilor Hart asked how long the pipelines of dollars would be out there, and how long did they see the city continuing to use their services?

Mr. Merchant stated they hadn't anticipated many of these streams of dollars being available at all. He expected the stimulus dollars would be going away but was confident infrastructure dollars would be moving forward. Many of the programs already targeted were already in annual budgets. As far as needing their services, part of their job was to work themselves out of partnerships when those partners were able to do the work themselves.



City Manager Update *(Report Attached)*

Adam Brown, City Manager, presented.

OLD BUSINESS**Evergreen Cemetery North Gate Access – Update and Final Report** *(Report Attached)*

Al Cablay, Public Works Director, presented.

KIRBY moved, HART seconded, **THE CITY COUNCIL RECEIVE AND FILE THE UPDATE AND FINAL REPORT AND RECOMMEND OPTION A WHICH IS TO REMAIN OPEN 24/7 AT THE EVERGREEN CEMETERY NORTH GATE ACCESS.**

Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Braden-out; Hart-yes; Melendrez-out; Hill-yes. Motion carried 5/0/2.

Resolution #2021-133: Adopting a Supplemental Budget to Appropriate Funding for the Ameresco Energy Savings Project

Adam Brown, City Manager, presented.

Councilor Baker asked if there was any way to retrofit the existing poles. He had received some comments about spending money unnecessarily on the poled.

Mr. Wyeth stated yes, it was technically possible, but it was not their understanding it was a goal of the project.

Councilor Hart stated the proposed resolution read \$50K from the downtown attraction, and that was the parklet, correct?

Kari Ott, Finance Director, stated that was correct.

Mayor Hill asked if they knew what the difference in cost might be.

Mr. Crawford stated he did not know but could provide it if wanted.

Mr. Brown stated he received a separate price quote of about \$314K just for the poles and light heads, which did not include construction. Of the \$447K light project, about \$115K was actually for LED lighting in all the facilities and parking lots. That's where the energy savings was.

Councilor Hart stated these funds were one-time funds from marijuana, and they had done good work by paying down the PERS debt. The public was seeing the impact of more traffic in the community, and being able to assist in beautifying the downtown justified the expenditure. It wasn't his first priority, but they were doing a good job of supporting other priorities.

Mayor Hill asked if there was a drip system to the plants? What exactly did the poles provide?

Mr. Crawford stated the selected poles had different bells and whistles. Some had outriggers for hanging flowers or flags. They could also install Wi-Fi routers or outlets. The outlets had been selected for running lights. The current poles could not be retrofitted for the outlets. The current selection did not have the drip tube, but that could be done. At this time, no Wi-Fi was planned, but there were holes in the poles for that.

Mr. Brown stated there was a separate project for getting water to the poles. They could have cameras on them as well. There were a number of options.

Mayor Hill was asking about the options available now, but that not all selected, so they could upgrade without having to change the poles.



Councilor Baker verified if was \$117K to change the lightbulbs?

Mr. Brown stated yes, but that was an approximate number. That was for the exterior and interior lights, saving the city about \$15K16K a year. Also, they would not need to change the bulbs every 3-5 years as was necessary currently.

Mr. Crawford stated replacing the poles was significant.

Councilor Baker stated that with all this moving of money to accommodate other things, and being down on revenues with the marijuana money, he was just trying to be frugal.

HART moved, KIRBY seconded, **THE CITY COUNCIL APPROVE RESOLUTION 2021-133 TO ADOPT A SUPPLEMENTAL BUDGET TO FUND THE AMERESCO PROJECT AND APPROVE PAYMENT OF \$35,340 TO AMERESCO FOR THE ENERGY AUDIT FEE AND AUTHORIZE \$447,700 FOR THE DOWNTOWN DECORATIVE STREET LIGHT PROJECT; \$78,315 FOR SEWER FLOW PACE PUMPING IMPROVEMENTS; AND \$80,000 IN WATER TREATMENT PLANT ENGINEERING DESIGN FOR PUMPING AND MOTOR CONTROL IMPROVEMENTS AND AUTHORIZE THE MAYOR TO SIGN.** Roll call vote: Mills-yes; Baker-no; Kirby-yes; Braden-out; Hart-yes; Melendrez-out; Hill-yes. Motion carried 4/1/2.

Ordinance #2796-2021: Business Registrations Amendment

Adam Brown, City Manager, presented.

Councilor Hart stated currently there was a fee structure with penalties, but it was not being enforced. It was important to have this information, so this should be continued to get business information to public safety. Removing this made the city more attractive. He spoke with John Breidenbach who was asking to establish a breakfast group to have local business owners come in to discuss what could be done better, be it at the city or county level.

Kirby: major concern was public safety which he'd addressed with the chief. They wanted to keep this successful for everyone.

Mayor Hill read the proposed ordinance: *WHEREAS, The City of Ontario has a business registration to improve the public safety of property and notify business owners of public safety issues; and WHEREAS, The City Council has reviewed the costs and benefits of the program and determined that the cost to businesses of annual renewal is burdensome; and WHEREAS, The City does not have the resources to enforce current regulations prescribed by City Code with regard to non-compliance; and WHEREAS, The City Council wishes to relieve businesses of the annual process and associated fee. NOW THEREFORE, BE IT HEREBY RESOLVED by the Ontario City Council to adopts the amended language for Title 3, Section 4 General business registration in attachment A.*

HART moved, KIRBY seconded, **THE CITY COUNCIL APPROVE ORDINANCE #2796-2021 AMENDING TITLE 3 CHAPTER 4 GENERAL BUSINESS REGISTRATION.** Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Braden-out; Hart-yes; Melendrez-out; Hill-yes. Motion carried 5/0/2.

HART moved, KIRBY seconded, **THE CITY COUNCIL WAIVE THE SECOND READING OF ORDINANCE #2796-2021 AMENDING TITLE 3 CHAPTER 4 GENERAL BUSINESS REGISTRATION AND ADOPT CHANGES AS PRESENTED.** Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Braden-out; Hart-yes; Melendrez-out; Hill-yes. Motion carried 5/0/2.

Ordinance #2797-2021: Transient Room Tax for RV Parks and Transient Lodging Intermediaries

Mayor Hill read the proposed ordinance: *WHEREAS, The City of Ontario has a transient room tax to improve which supports public safety, roads, and economic development activities; and WHEREAS, The City Council has reviewed existing Ontario Municipal Code and deemed that the transient room tax is not applied equally across transient housing services; and WHEREAS, The City desires all providers of transient housing to be treated the same. NOW THEREFORE, BE IT HEREBY RESOLVED by the Ontario City Council to adopts the amended language for Title 3, Section 11 Transient Room Tax in attachment A.*



HART moved, KIRBY seconded, **THE CITY COUNCIL APPROVE ORDINANCE #2797-2021 AMENDING THE ONTARIO MUNICIPAL CODE TITLE 3, SECTION 11 TRANSIENT ROOM TAX.** Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Braden-out; Hart-yes; Melendrez-out; Hill-yes. Motion carried 5/0/2.

HART moved, BAKER seconded, **TO WAIVE THE SECOND READING OF ORDINANCE #2797-2021 AND APPROVE ORDINANCE #2797-2021 AMENDING THE ONTARIO MUNICIPAL CODE TITLE 3, SECTION 11 TRANSIENT ROOM TAX.** Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Braden-out; Hart-yes; Melendrez-out; Hill-yes. Motion carried 5/0/2.

NEW BUSINESS

New Hangar Lease: William Dan Penn – 140 Golf

Dan Cummings, Community Development Director, presented.

KIRBY moved, MILLS seconded, **THE CITY COUNCIL APPROVE THE HANGER LEASE OF 140 GOLF TO WILLIAM DAN PENN.** Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Braden-out; Hart-yes; Melendrez-out; Hill-yes. Motion carried 5/0/2.

New Hangar Leases: Greg Guymon & Alexander Heap – 141, 143, 145, 147, 149, and 151 Beechcraft

HART moved, MILLS seconded, **THE CITY COUNCIL APPROVE THE HANGER LEASES OF 141, 143, 145, 147, 149 AND 151 BEECHCRAFT TO GREG GUYMON AND ALEXANDER HEAP.** Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Braden-out; Hart-yes; Melendrez-out; Hill-yes. Motion carried 5/0/2.

New Hangar Leases: Alexander Heap – 153, 155, 157, and 159 Beechcraft

Councilor Baker asked if the hangars would be sublet.

Mr. Cummings stated yes; these would be leased to individuals who wanted a hangar but couldn't, or didn't want, to build themselves.

HART moved, KIRBY seconded, **THE CITY COUNCIL APPROVE THE HANGER LEASES OF 153, 155, 157 AND 159 BEECHCRAFT TO ALEXANDER HEAP.** Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Braden-out; Hart-yes; Melendrez-out; Hill-yes. Motion carried 5/0/2.

Request Contract Extension #2 with Ontario Rural Fire Protection District for Negotiations

BAKER moved, HART seconded, **THE CITY COUNCIL APPROVE EXTENSION #2 OF THE AGREEMENT WITH THE RURAL FIRE PROTECTION BOARD.** Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Braden-out; Hart-yes; Melendrez-out; Hill-yes. Motion carried 5/0/2.

Mr. Brown stated with the illness of Councilor Braden, it was possible he would be unable to participate in the negotiations and asked that another Councilor might need to replace him.

Councilor Baker stated he would be willing to be the alternate to the negotiations if Councilor Braden was unable to attend.

Resolution #2021-132: Airport Security Fence Improvements

Dan Cummings, Community Development Director, presented.

Councilor Hart asked where the additional funding would be taken from.

Mr. Cummings stated it would be taken from contingency.



BAKER moved, MILLS seconded, **THE CITY COUNCIL APPROVE RESOLUTION #2021-132: A RESOLUTION TO APPROPRIATE NECESSARY FUNDING FOR AIRPORT SECURITY FENCING IMPROVEMENTS.** Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Braden-out; Hart-yes; Melendrez-out; Hill-yes. Motion carried 5/0/2.

Ordinance #2795-2021: Cable One/Sparklight Proposed Franchise Agreement Renewal

Adam Brown, City Manager, presented.

HART moved, KIRBY seconded, **THE CITY COUNCIL APPROVE ORDINANCE #2795-2021, AN ORDINANCE GRANTING TO CABLE ONE, INC. THE RIGHT TO MAINTAIN A CABLE COMMUNICATIONS SYSTEM IN THE CITY OF ONTARIO AND TO USE THE RIGHTS OF WAY OF THE CITY OF ONTARIO FOR ITS BUSINESS OPERATIONS.** Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Braden-out; Hart-yes; Melendrez-out; Hill-yes. Motion carried 5/0/2.

HART moved, BAKER seconded, **THE CITY COUNCIL WAIVE THE SECOND READING OF ORDINANCE #2795-2021, AN ORDINANCE GRANTING TO CABLE ONE, INC. THE RIGHT TO MAINTAIN A CABLE COMMUNICATIONS SYSTEM IN THE CITY OF ONTARIO AND TO USE THE RIGHTS OF WAY OF THE CITY OF ONTARIO FOR ITS BUSINESS OPERATIONS.** Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Braden-out; Hart-yes; Melendrez-out; Hill-yes. Motion carried 5/0/2.

PUBLIC HEARING

Ordinance #2794-2021: Planning Action 2021-04-15AZ - A Request by Kathryn M. Blackmon for the Annexation and Rezone of Property from Urban Growth Area Residential (UGA-R) to City Single Family Residential (RS-50) to Allow Connection to City Services, and Withdrawing Said Territory from the Ontario Rural Fire Protection District #7-301 (769 North Park Boulevard)

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

Dan Cummings, Community Development Director, presented.

The Hearing was opened for public testimony.

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

HART moved, KIRBY seconded, **THAT THE CITY COUNCIL APPROVE THE FINDING OF FACTS AND THE PLANNING COMMISSION RECOMMENDATION FOR THE ANNEXATION AND REZONE OF THE SUBJECT PROPERTY FROM URBAN GROWTH AREA RESIDENTIAL (UGA-R) TO CITY SINGLE FAMILY RESIDENTIAL (RS-50), AS SET FORTH IN ACTION 2021-04-15AZ BASED ON THE INFORMATION, FINDINGS AND CONCLUSIONS SET FORTH IN SECTIONS I THROUGH IV OF THIS REPORT.** Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Braden-out; Hart-yes; Melendrez-out; Hill-yes. Motion carried 5/0/2.

HART moved, KIRBY seconded, **THAT THE CITY COUNCIL APPROVE ORDINANCE #2794-2021, AN ORDINANCE PROCLAIMING THE ANNEXATION AND REZONING OF CERTAIN TERRITORY TO THE CITY OF ONTARIO FROM URBAN GROWTH AREA RESIDENTIAL (UGA-R) TO CITY SINGLE FAMILY RESIDENTIAL (RS-50), BEING A PARCEL WITHIN THE SW¼ NW¼ SECTION 4, TOWNSHIP 18 SOUTH RANGE 47 EAST, W.M.; AND WITHDRAWING SAID TERRITORY FROM THE ONTARIO RURAL FIRE PROTECTION DISTRICT #7-302, ON FIRST READING BY TITLE ONLY.** Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Braden-out; Hart-yes; Melendrez-out; Hill-yes. Motion carried 5/0/2.

HART moved, KIRBY seconded, **THE CITY COUNCIL WAIVE THE SECOND READING OF ORDINANCE #2794-2021, AN ORDINANCE PROCLAIMING THE ANNEXATION AND REZONING OF CERTAIN TERRITORY TO THE CITY OF ONTARIO FROM URBAN GROWTH AREA RESIDENTIAL (UGA-R) TO CITY SINGLE FAMILY RESIDENTIAL (RS-50), BEING A PARCEL WITHIN THE SW¼ NW¼ SECTION 4, TOWNSHIP 18 SOUTH RANGE 47 EAST, W.M.; AND WITHDRAWING**



SAID TERRITORY FROM THE ONTARIO RURAL FIRE PROTECTION DISTRICT #7-302, BY TITLE ONLY Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Braden-out; Hart-yes; Melendrez-out; Hill-yes. Motion carried 5/0/2.

HART moved, KIRBY seconded, **THE CITY COUNCIL APPROVE THE DEFERMENT OF THE STREET IMPROVEMENTS FOR NORTH PARK BOULEVARD UNTIL IT IS DETERMINED TO BE NEEDED OR AT THE TIME OF FURTHER DEVELOPMENT OF THE PROPERTY.** Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Braden-out; Hart-yes; Melendrez-out; Hill-yes. Motion carried 5/0/2.

DEPARTMENT HEAD UPDATES

Finance: Monthly Report *(Attached)*

Kari Ott, Finance Director, presented.

Financial Forecast *(Attached)*

Kari Ott, Finance Director, presented.

Ms. Ott stated she had just received the data from the state she'd been waiting for. The city received \$885K this quarter for marijuana tax, resulting in just over \$3M for last fiscal year. There would not be the shortage as anticipated.

Community Development: Quarterly Report *(Attached)*

Dan Cummings, Community Development Director, presented.

Mr. Cummings added that the city had applied for a DEQ grant for the old landfill for a study to use for future park. Last year didn't make it; this year made the list and found out this morning that the city received \$100K. The city was about a month out before receiving the award, but good on the city!

DISCUSSION ITEMS

NE Traffic Signs Update

Al Cablay, Public Works Director, stated staff had been in contact with David Herrera, who was requesting that the no parking signs also include what hours parking would be prohibited. They were also requesting more signs than originally anticipated; however, the additional signs would be paid for by the city.

Councilor Kirby asked if staff was keeping in contact with those individuals who were spearheading this action?

Mr. Cablay stated he was not but believed Councilor Melendrez was.

Councilor Kirby asked if the business was aware of the proposed hours.

Mr. Cablay stated staff would research which time frame would be best. Also, he anticipated that Councilor Melendrez planned to remain involved.

HAND OUTS

Check Register *(Attached)*

August, 2021

Monthly Department Stats *(Attached)*

Code Enforcement: August, 2021

Minutes *(Attached)*

County Court 09-08-2021; 09-13-2021



EXECUTIVE SESSION**Executive Session: ORS 192.660(2)(h)**

An Executive Session was called at 8:24 p.m. under provisions of ORS 192.660(2)(h) for current or potential litigation. The Council adjourned the session at 8:28 p.m.

ADJOURN

HART moved, MILLS seconded, **THAT THE MEETING BE ADJOURNED**. Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Braden-out; Hart-yes; Melendrez-out; Hill-yes. Motion carried 5/0/2.

ACCEPTED:**ATTEST**

Riley J. Hill, Mayor

Tori Barnett, MMC, City Recorder



**AGENDA REPORT
CONSENT AGENDA
October 12, 2021**

To: Mayor and City Council

FROM: Kari Ott, Finance Director

THROUGH: Adam J. Brown, City Manager

SUBJECT: HOUSING INCENTIVE PROGRAM: JASSO (39-2021)

DATE: October 8, 2021

PROPOSED MOTION:

I MOVE THE CITY COUNCIL APPROVE THE APPLICATION BY YANA JASSO AT 680 NW 1ST STREET FOR THE ONTARIO HOUSING INCENTIVE PROGRAM IN THE AMOUNT OF \$10,000.

SUMMARY:

Yana Jasso submitted an application for \$10,000 from the Housing Incentive Program.

The property is located at 680 NW 1st Street.

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

BACKGROUND:

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

CURRENT SITUATION:

YANA JASSO is requesting approval of an application for the \$10,000.00 Incentive on a new home to be located at 680 NW 1st Street, being Tax Lot 3 AND 4 RIVERSIDE ADDITION. The proposed Dwelling will be 1658 Square feet with two and ½ (2 ½) bathrooms and two (2) car garage. The application was deemed to be complete by the Community Development Director

and meeting or exceeding the minimum requirements of Section 11 of the Business Loan Fund code and was being forwarded to the Committee for their review and recommendation. The Business Loan Fund Committee recommended the loan for approval by the Council on October 6, 2021.

ANALYSIS:

- A. **STRATEGIC PLAN** The Housing Incentive Program promotes growth and desirability goals of the Ontario Strategic Plan. It specifically addresses the activities to build a variety of housing options and add fill-in housing.
- B. **FINANCIAL** If approved, the city would pay the funds from the Business Loan Fund. The \$10,000.00 would be paid back to the fund through the city portion of the property taxes collected on the property and dwelling approved under this application.
- C. **TIMING** Time is of the essence on this application as the applicant wants to pull a building permit and start construction as soon as they receive their approval.
- D. **POLICY/LEGAL** The Business Loan Fund Committee makes recommendations to the City Council. If the City Council approves the action, the City Manager will have the Agreement signed by all parties authorizing the Building Department to issue a permit under this Agreement.

ALTERNATIVES:

Table the Action: The City Council could table the request and request further information from the Applicant.

Deny the Action: The \$10,000 payment would not be made.

RECOMMENDATION:

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

ATTACHMENTS:

1. Incentive Application 39-2021_Yana Jasso



City of Ontario, Oregon Housing Incentive Program Checklist

Applicant: Yana Jasso Date: 9/23/21

Site Address or Tax Lot: 680 NW 1st St

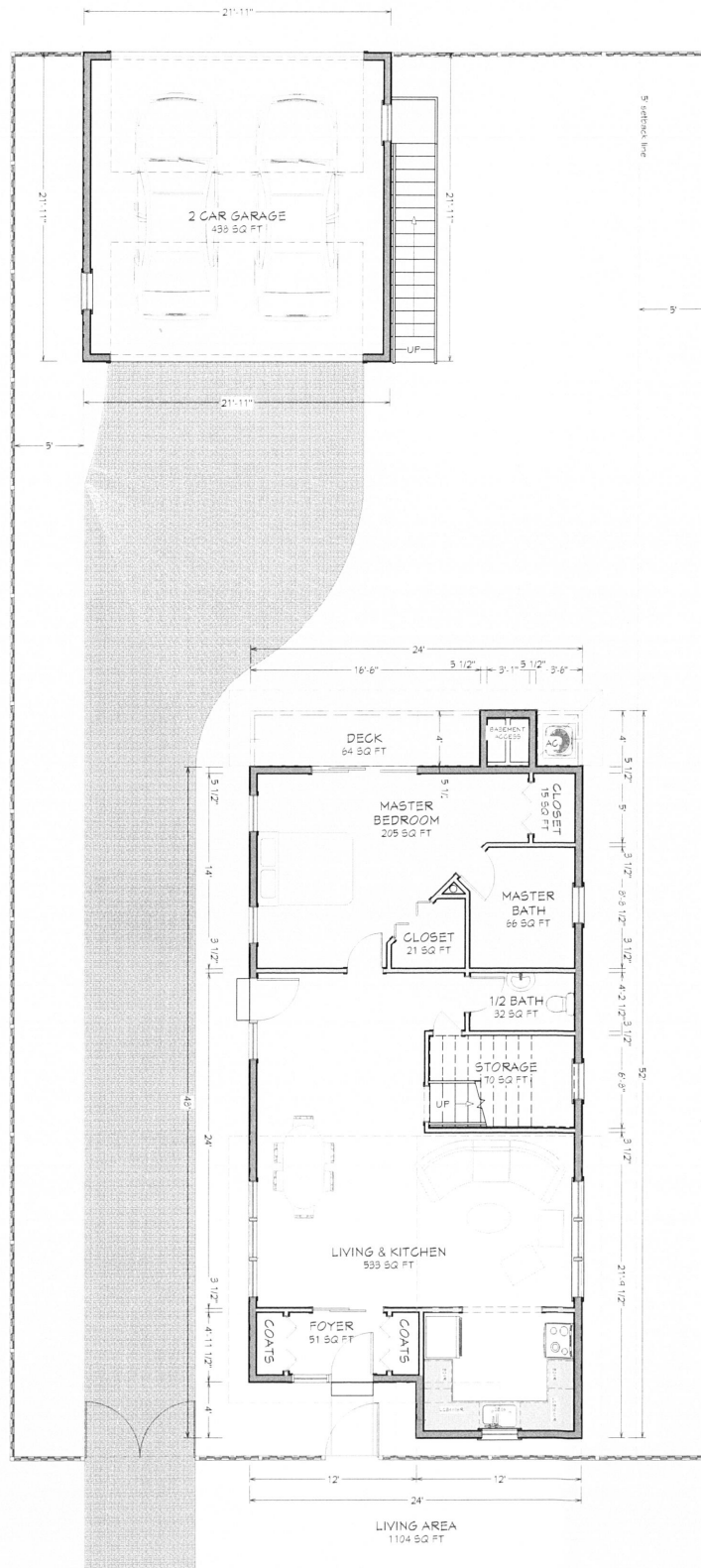
Application Number: 39-2021 (City Use Only)

Application Information: (Applicant or Staff)

- ☒ Completed Application Signed & Dated: _____
- ☐ Documentation showing funding: Owner financial sending letter
- ☒ Within City Limits
- ☐ In Urban Growth Boundary Annexation Application filed: N/A
- ☒ Floor Plan or description describing minimum square footage:
 - 1. House Square footage: 1,658
 - 2. Number of Baths: 2 1/2
 - 3. Size of Garage: 2 car
- ☒ Description of Property of Home:
 - 1. Tax Lot map & Number: _____
 - 2. Copy of Deed: ✓
 - 3. Or written description: _____
- ☒ Completed W-9 Taxpayer Form.

Process Completed: (Staff Use Only below)

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



1st Floor

A-1

SHEET:

1/4" = 1'

SCALE:

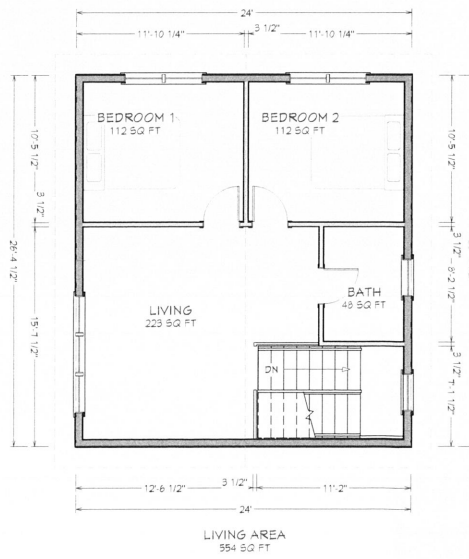
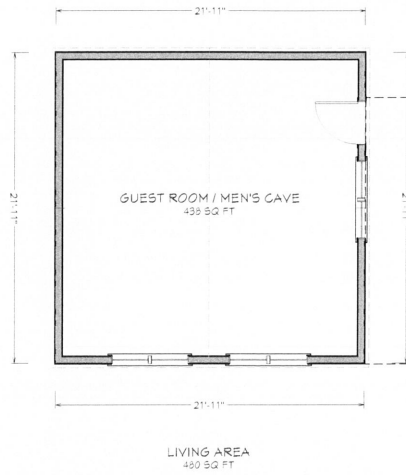
2020-08-30

DATE:

DRAWINGS PROVIDED BY:

Floor plans

REVISION TABLE		
NUMBER	DATE	REVISION BY DESCRIPTION



2nd Floor

A-2

SHEET:

1/4" = 1'

SCALE:

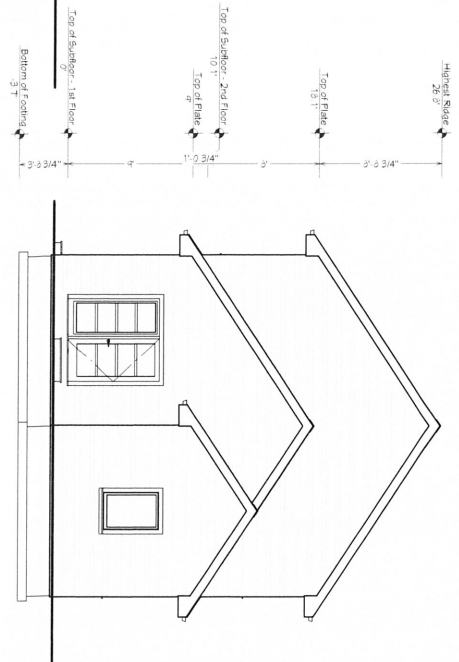
2020-08-30

DATE:

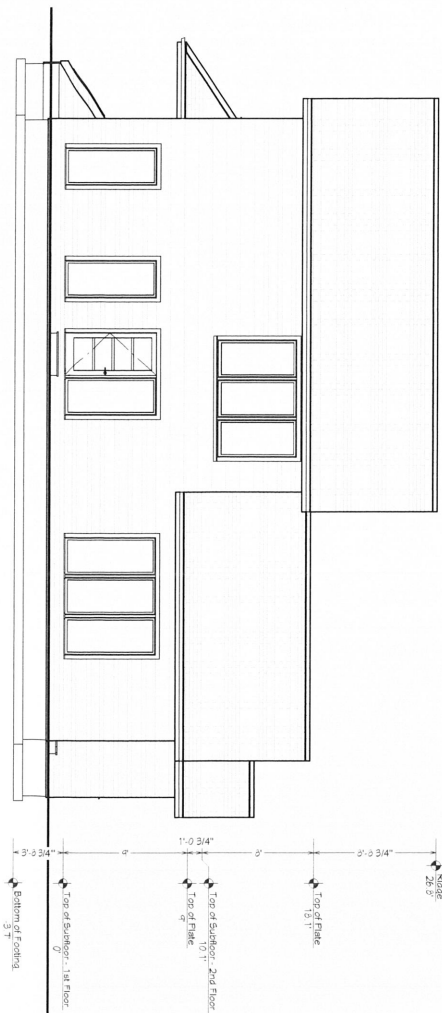
DRAWINGS PROVIDED BY:

Floor plans

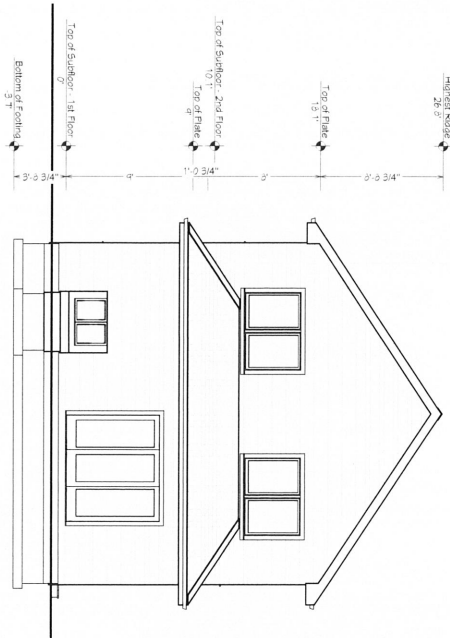
REVISION TABLE		
NUMBER	DATE	REVISION BY / DESCRIPTION



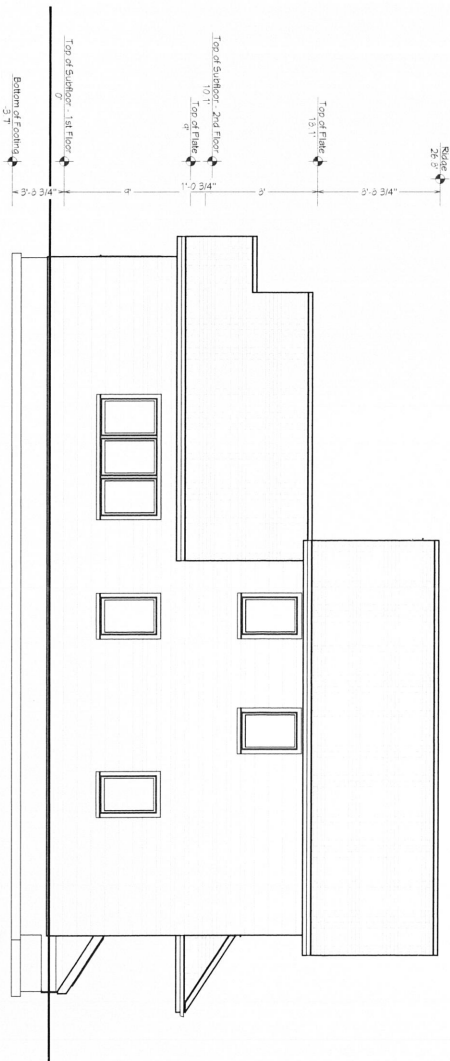
Exterior Elevation Front



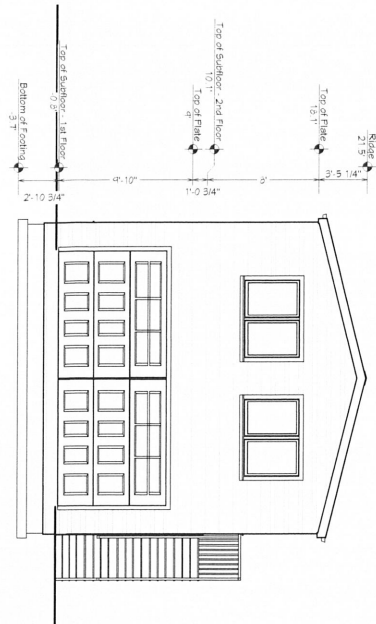
Exterior Elevation Left



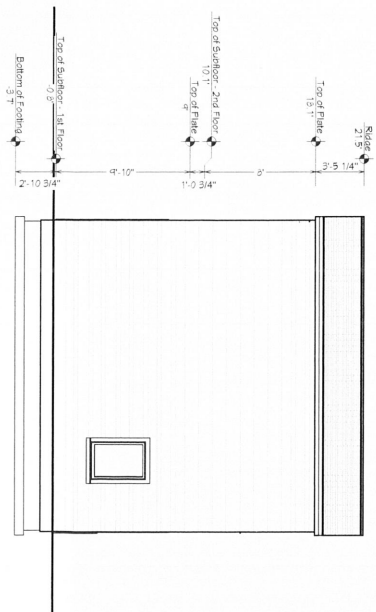
Exterior Elevation Back



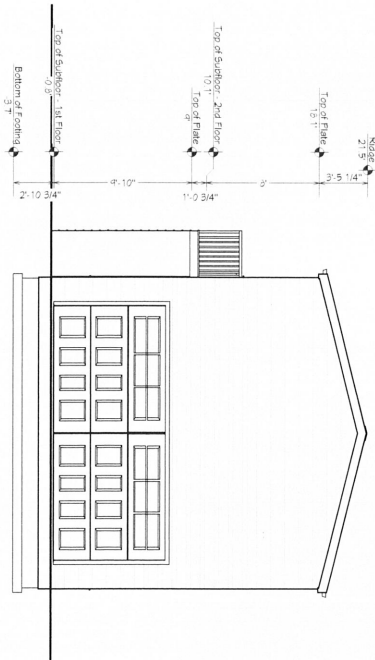
Exterior Elevation Right



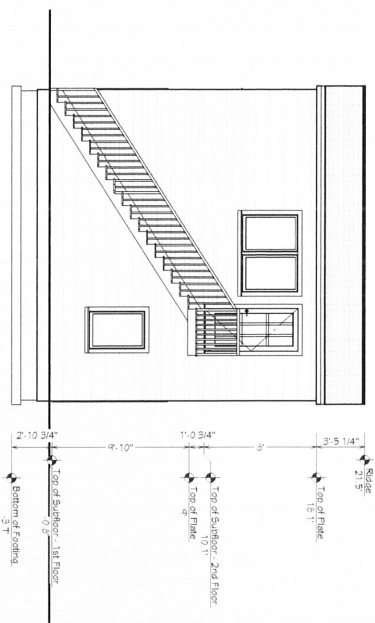
Exterior Elevation Front



Exterior Elevation Left



Exterior Elevation Back



Exterior Elevation Right

Detached garage elevations

REVISION TABLE		
NUMBER	DATE	REVISION BY DESCRIPTION

DRAWINGS PROVIDED BY:

DATE:

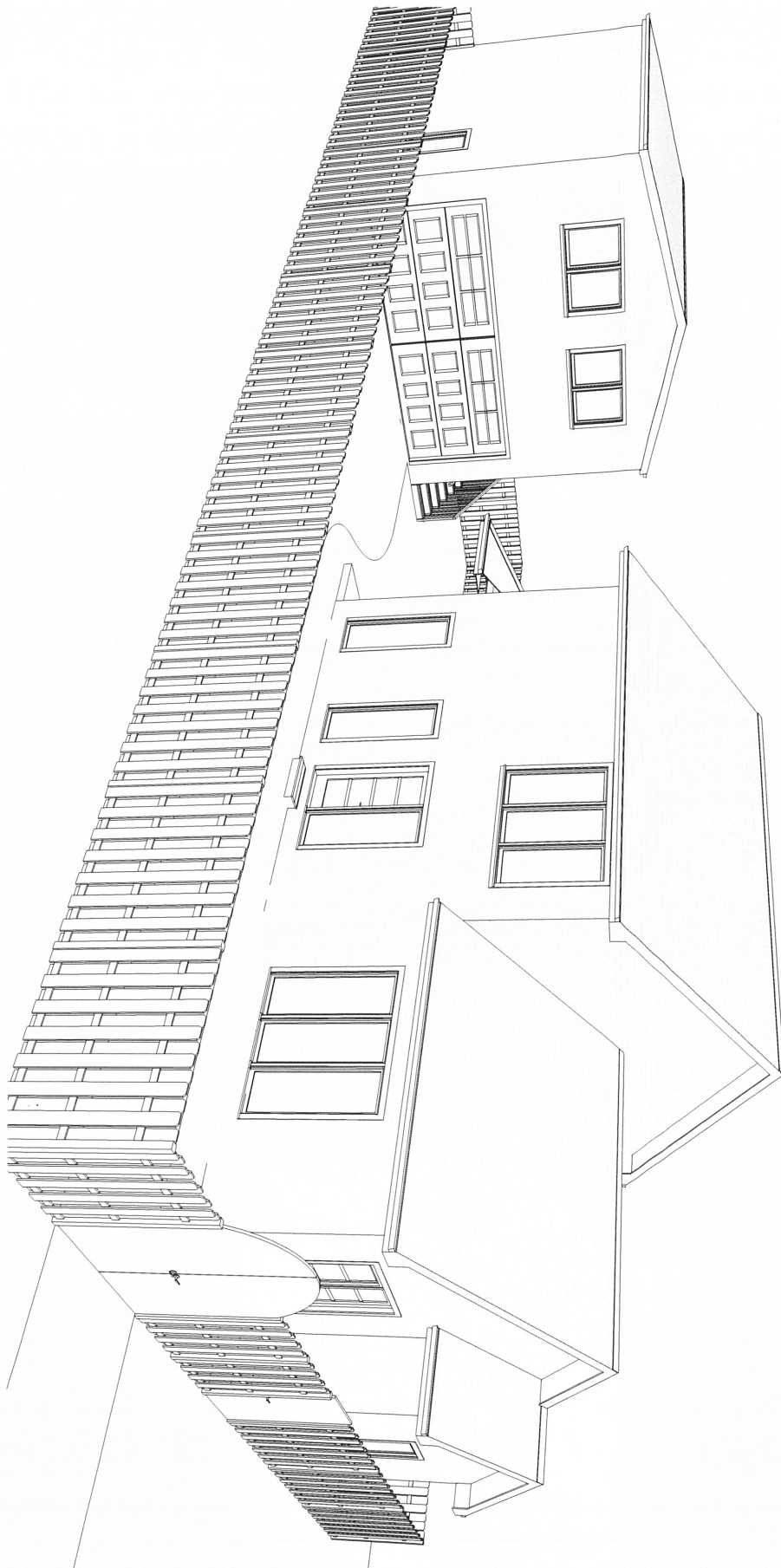
2020-08-30

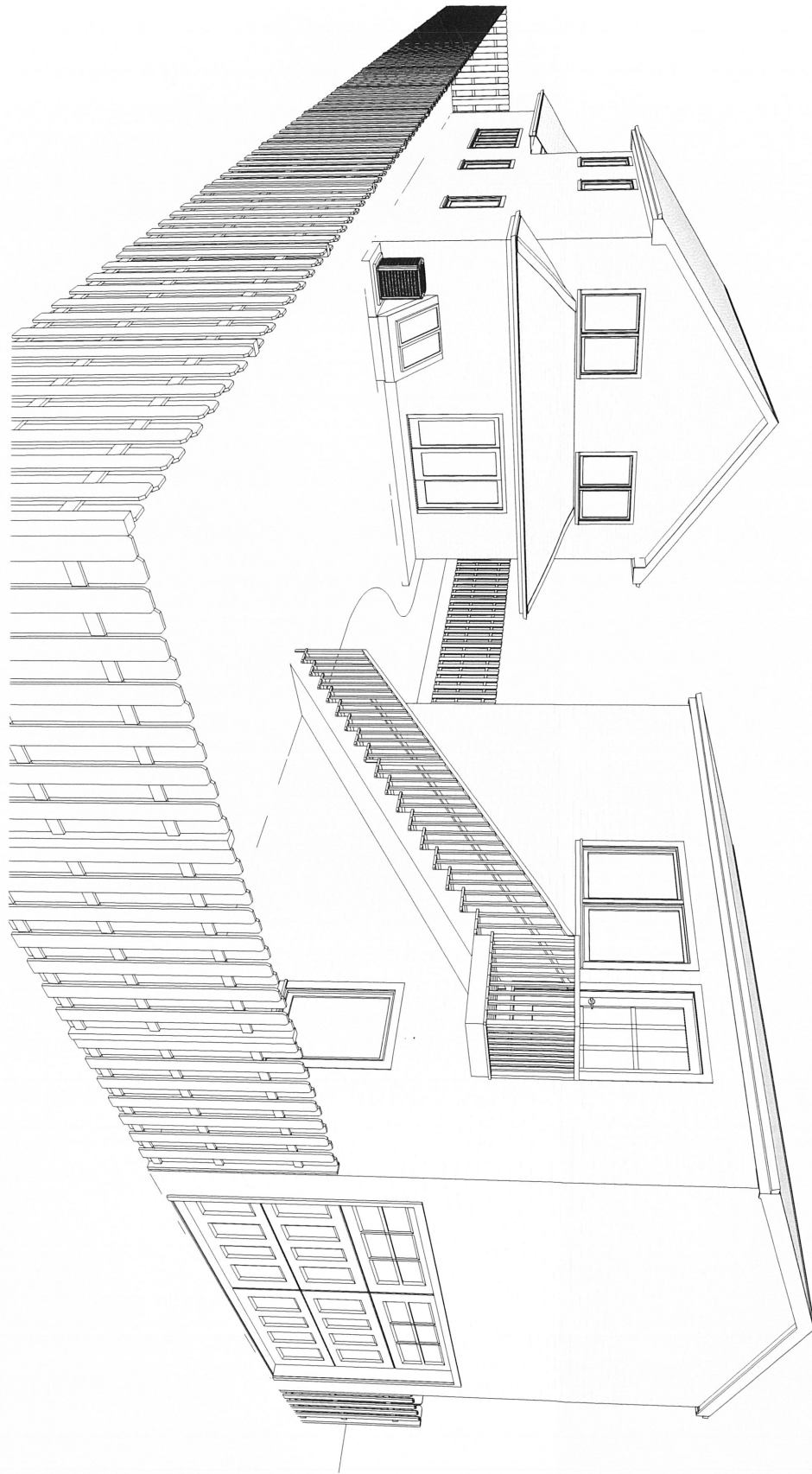
SCALE:

1/4" = 1'

SHEET:

A-4





A-6

SHEET:

SCALE:

2020-06-30

DATE:

DRAWINGS PROVIDED BY:

Overview (North)

REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

Notice: The information provided here is for convenience ONLY. The records located at Malheur County Assessor's office are the one and only legal instruments for assessment purposes. Although reasonable attempts are made to maintain this information as accurate as possible, these documents are being provided as an informational convenience ONLY. Malheur County is not, in any way, liable for any inaccuracies, inconsistencies, errors, omissions, or other deviations in these documents from the original copies maintained and filed at the Malheur County Assessor's Office, Vale, Oregon.

Date Web Site was last updated 9/24/2021

HOUSING
INCENTIVE
APPLICATION #
39-2021

Value and tax information for tax year 2020

Ref#:18965 Type of Property : REAL PROPERTY

MAP#	TAX LOT#	A NUM	CODE	PROPERTY CLASS/DESC	ZONE
18S4703BC	12401	0	1	109 RESIDENT/RES/M H	O-RM

OWNER:	SEDLACEK, LONNY ETAL
CONTRACT:	
ETAL(s):	JASSO, YANA
MAILING ADDRESS:	
	109 N KIMBALL AVE APT 1
CITY/ST:	CALDWELL, ID ,83605

PROPERTY ADDRESS: 680 NW 1ST ST ONTARIO

NOTES:

none.

	REAL MKT VALUE	ASSESSED(TAXABLE) VALUE
LAND	\$34,290	
STRUCTURES	\$1,690	
SUBTOT	\$35,980	\$24,096
TOTAL	\$35,980	\$24,096

PROPERTY TAX INFORMATION

Do not pay this amount! For current balance owing, contact our office. Contact information may be found at this web page [Tax Office](#)

BASE TAX	\$370.72
TOTAL BASE TAX & SPECIAL ASSESSMENTS	\$370.72



**AGENDA REPORT
CONSENT AGENDA
October 12, 2021**

To: Mayor and City Council

FROM: Kari Ott, Finance Director

THROUGH: Adam J. Brown, City Manager

SUBJECT: HOUSING INCENTIVE PROGRAM: GREYSTONE BUILDERS (40-2021)

DATE: October 8, 2021

PROPOSED MOTION:

I MOVE THE CITY COUNCIL APPROVE THE APPLICATION BY GREYSTONE BUILDERS LLC AT 1565 SKOOKUM DRIVE FOR THE ONTARIO HOUSING INCENTIVE PROGRAM IN THE AMOUNT OF \$10,000.

SUMMARY:

Greystone Builders LLC submitted an application for \$10,000 from the Housing Incentive Program.

The property is located at 1565 Skookum Drive (Lot 3 Harrah Heights Subdivision).

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

BACKGROUND:

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

CURRENT SITUATION:

GREYSTONE BUILDERS is requesting approval of their application for the \$10,000.00 Incentive on a new home to be located at 1565 Skookum Drive being Lot 3 of Harrah Heights Subdivision

off of Sunset Drive. The proposed Dwelling will be 1850 Square feet on the ground floor and 1627 feet on second floor with two (2) bathrooms and a three (3) car garage. The application was deemed to be complete by the Community Development Director and meeting or exceeding the minimum requirements of Section 11 of the Business Loan Fund code and was being forwarded to the Committee for their review and recommendation. The Business Loan Fund Committee recommended the loan for approval by the Council on October 6, 2021.

ANALYSIS:

- A. **STRATEGIC PLAN** The Housing Incentive Program promotes growth and desirability goals of the Ontario Strategic Plan. It specifically addresses the activities to build a variety of housing options and add fill-in housing.
- B. **FINANCIAL** If approved, the city would pay the funds from the Business Loan Fund. The \$10,000.00 would be paid back to the fund through the city portion of the property taxes collected on the property and dwelling approved under this application.
- C. **TIMING** Time is of the essence on this application as the applicant wants to pull a building permit and start construction as soon as they receive their approval.
- D. **POLICY/LEGAL** The Business Loan Fund Committee makes recommendations to the City Council. If the City Council approves the action, the City Manager will have the Agreement signed by all parties authorizing the Building Department to issue a permit under this Agreement.

ALTERNATIVES:

Table the Action: The City Council could table the request and request further information from the Applicant.

Deny the Action: The \$10,000 payment would not be made.

RECOMMENDATION:

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

ATTACHMENTS:

1. Incentive Application 40-2021_Grey Stone Builders_1565 Skookum



RECEIVED
9/27/21

City of Ontario, Oregon
Housing Incentive Program Checklist

Applicant: Graystone Builders LLC Date: 9/22/21
Site Address or Tax Lot: Lot 3 B/K1 Harrah Heights - 1565 SKOOKUM DR
Application Number: 40-2021 (City Use Only)

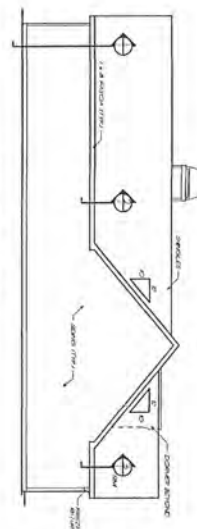
Application Information: (Applicant or Staff)

- ☒ Completed Application Signed & Dated: 9/27/21
- ☒ Documentation showing funding: SELF
- ☒ Within City Limits
- ☒ In Urban Growth Boundary Annexation Application filed: N/A
- ☒ Floor Plan or description describing minimum square footage:
 - 1. House Square footage: 1850 ft² - 1627 ft² ground floor
 - 2. Number of Baths: 2
 - 3. Size of Garage: 552 ft² (3 car)
- ☒ Description of Property of Home:
 - 1. Tax Lot map & Number: _____
 - 2. Copy of Deed: LOT 3 HARRAH HEIGHTS SUBDIVISION
 - 3. Or written description: See Plot Plan
- ☒ Completed W-9 Taxpayer Form.

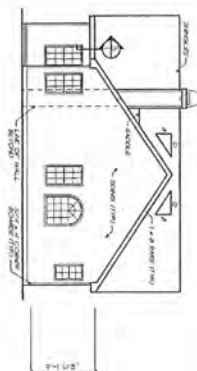
Process Completed: (Staff Use Only below)

- ☒ PDAC (if Required) date Completed: N/A
- ☒ Community Development Director approval date: Dan Cummings 9/28/21
- ☐ Forwarded to Business Loan Fund Committee: _____
- ☐ BLF Committee forwards recommendation to City Manager: _____
- ☐ City Council Approval or Denial: _____
- ☐ City Manager signs application signifying Council Approval: _____
- ☐ Application submitted to Finance for tracking: _____
- ☐ Certificate of Occupancy issued (within 2 yrs. of Council approval): _____
- ☐ Proof of Owner Occupancy (must be within 1 yr. of C of O): _____
- ☐ Payment made to Owner: _____

Return to: Dan K Cummings, Community Development Director, 458 SW 3rd Street, Ontario, OR 97914
541-881-3222 – dan.cummings@ontariooregon.org



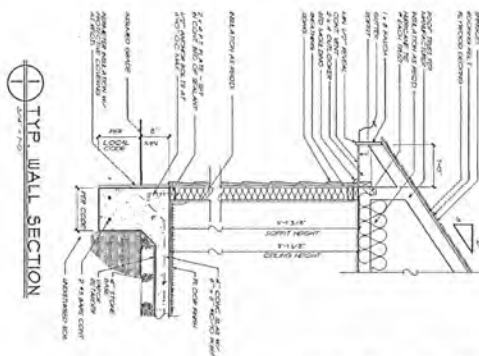
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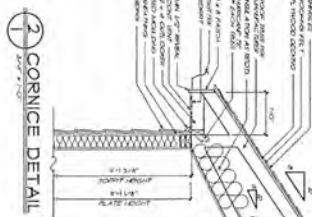
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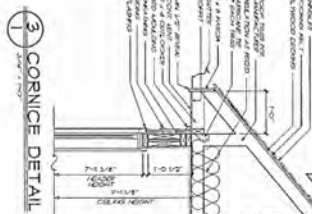
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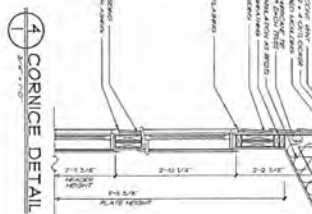
⊕ TYP. WALL SECTION
SHEAR - P.D.



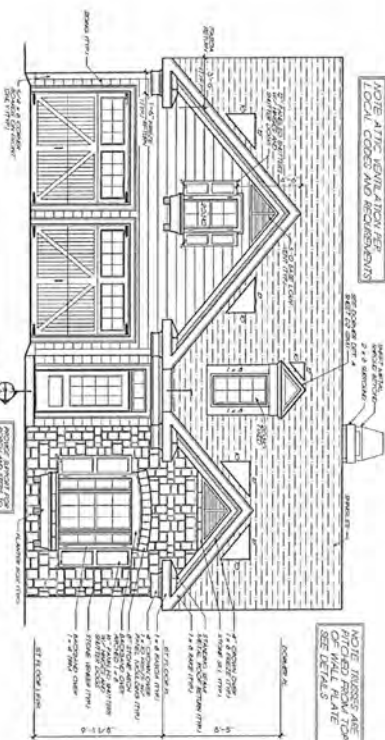
2 CORNICE DETAIL



3 CORNICE DETAIL



4 CORNICE DETAIL



FRONT ELEVATION

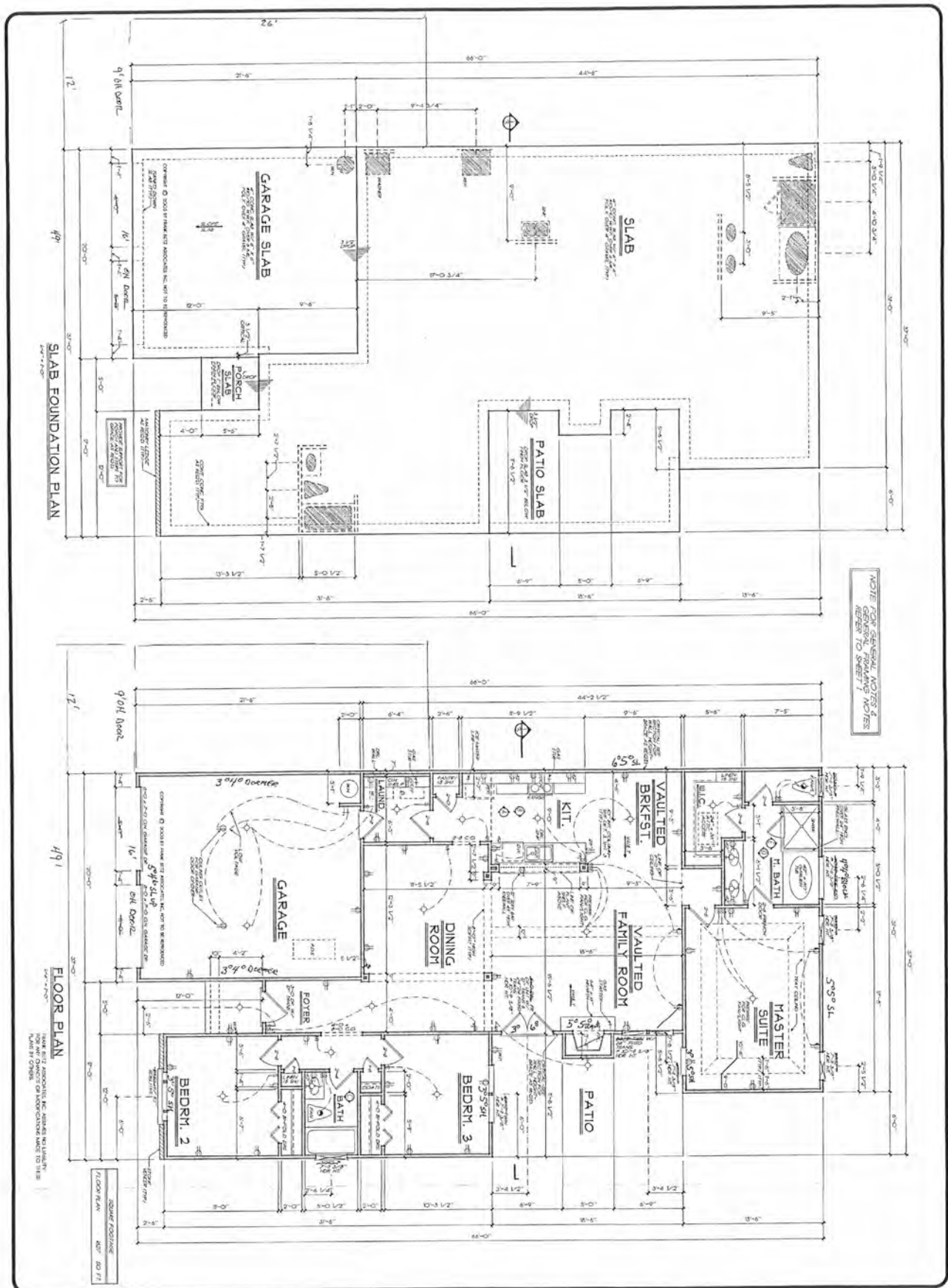
FOR AN OWNERS OR NOTIFICATION PAGE TO THIS
PAGE BY OTHERS.

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GENERAL NOTES

1. All drawings, details, and notes are to be read in conjunction with the General Notes and the Division of Labor.
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9. All drawings, details, and notes are to be read in conjunction with the General Notes and the Division of Labor.
10. All drawings, details, and notes are to be read in conjunction with the General Notes and the Division of Labor.

[illegible]



DATE: 01/01/01	BY: J. B. BETZ
2	

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 3550 GEORGE BUSBEE PARKWAY
 SUITE 150
 KENNESAW, GEORGIA 30144
 770-431-0888 888-717-3003

SLAB FOUND. PLAN FLOOR PLAN
THE NICKERSON

HOMEPANS
Designed for Today's Market
www.frankbetz.com

REVISIONS	DATE	BY

[illegible]

LEONARD

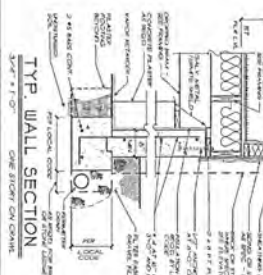
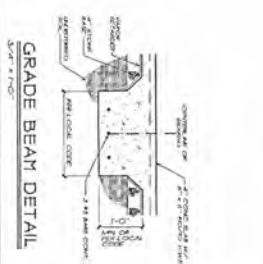
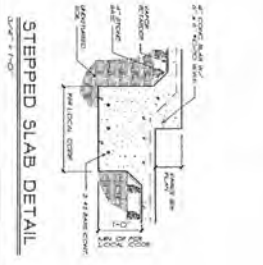
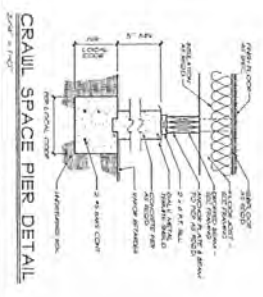
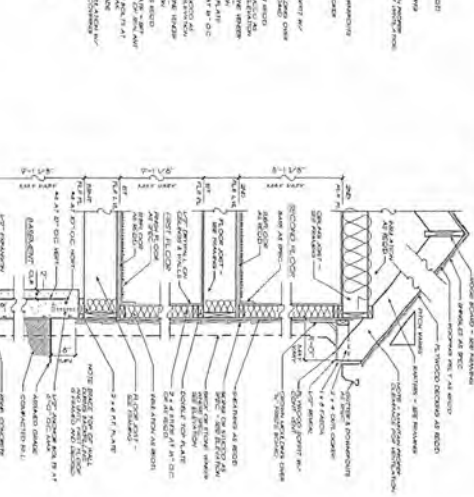
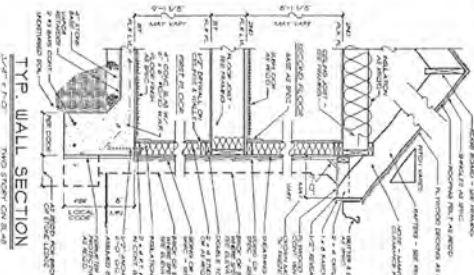
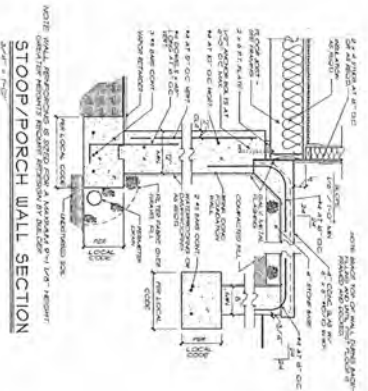
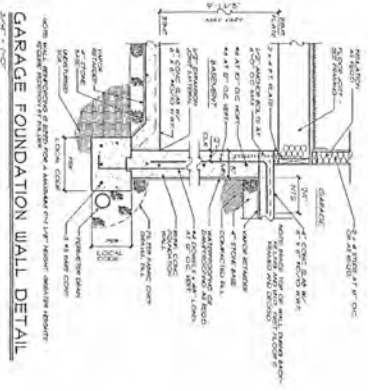
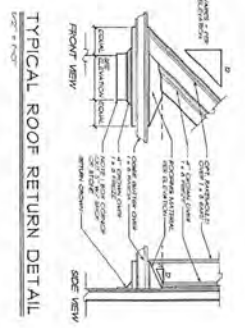
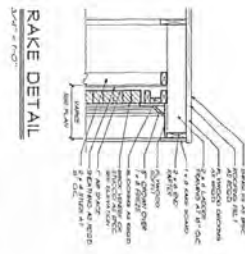
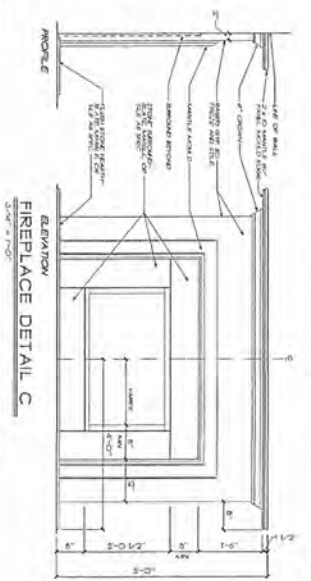
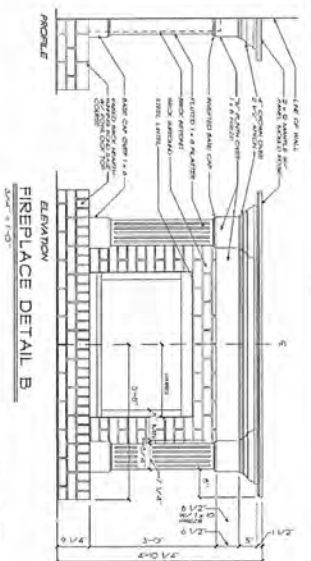
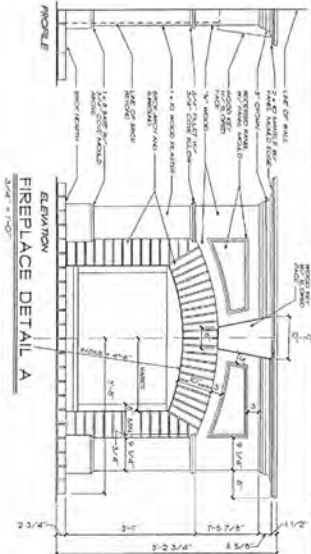
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DOUGLAS, JOSEPH

66-14-1

ANTHONY LEONARD HARRIS JR.

66-14-1



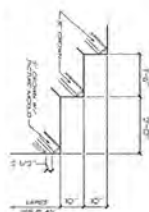
TYPICAL DETAIL SHEET

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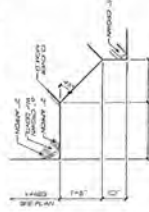
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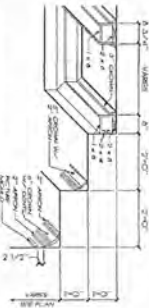
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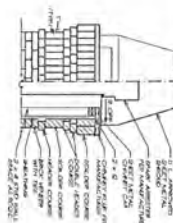
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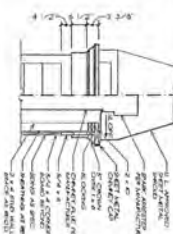
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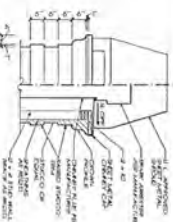
COFFERED TRAY DETAIL
1/2" = 1'-0"



CHIMNEY CAP DETAIL
1/2" = 1'-0"



CHIMNEY CAP DETAIL
1/2" = 1'-0"



CHIMNEY CAP DETAIL
1/2" = 1'-0"



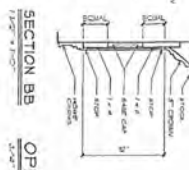
CROWN DETAIL
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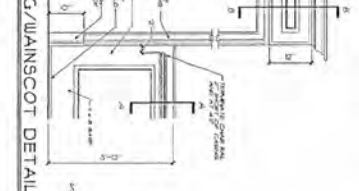
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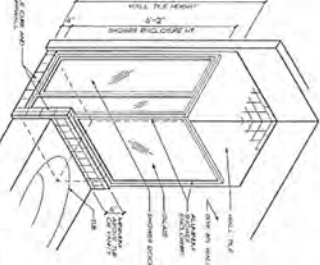
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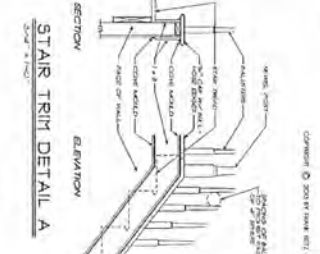
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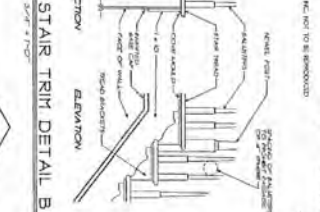
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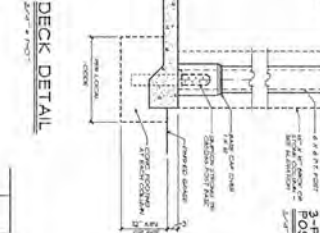
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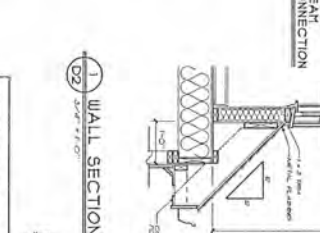
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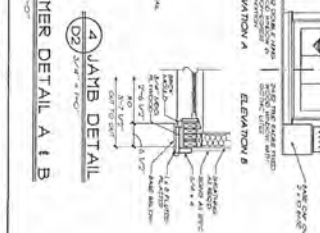
STAIR TRIM DETAIL B
1/2" = 1'-0"



DECK DETAIL
1/2" = 1'-0"



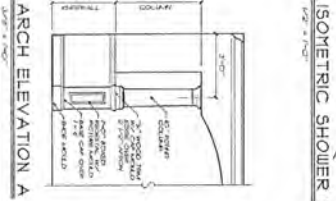
3-PLY BEAM POST CONNECTION
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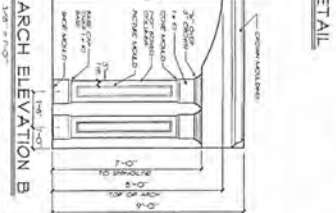
WALL SECTION
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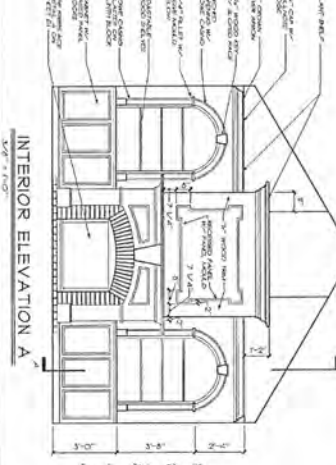
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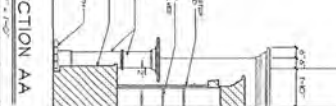
ARCH ELEVATION A
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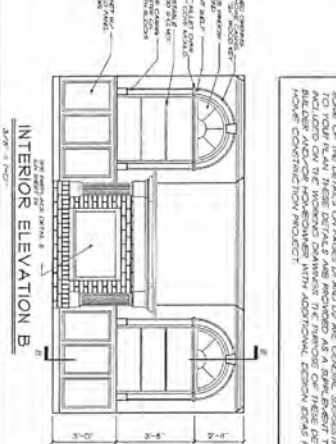
ARCH ELEVATION B
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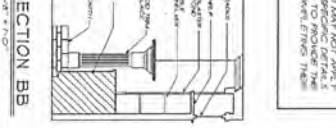
INTERIOR ELEVATION A
1/2" = 1'-0"



SECTION AA
1/2" = 1'-0"



INTERIOR ELEVATION B
1/2" = 1'-0"



SECTION BB
1/2" = 1'-0"

NOTE: OF THE DETAILS ON PAGES D1 AND D2 ARE GENERAL SUGGESTIONS AND MAY NOT APPLY TO ALL PROJECTS. THE USER MUST CONSULT THE FRANK BETZ ASSOCIATES, INC. FOR THE LATEST AND MOST CURRENT INFORMATION. THE FRANK BETZ ASSOCIATES, INC. IS NOT RESPONSIBLE FOR ANY ERRORS OR OMISSIONS IN THESE DETAILS. THE USER MUST CONSULT THE FRANK BETZ ASSOCIATES, INC. FOR THE LATEST AND MOST CURRENT INFORMATION. THE FRANK BETZ ASSOCIATES, INC. IS NOT RESPONSIBLE FOR ANY ERRORS OR OMISSIONS IN THESE DETAILS.

D2

DATE: 10/1/2010

BY: FRANK BETZ

FRANK BETZ ASSOCIATES, INC.

DESIGNERS OF CUSTOM AND STOCK HOMEPANS

3550 GEORGE BUSBEE PARKWAY

SUITE 100

ROCKY HILL, GEORGIA 30144

770-431-0888 888-717-3003

TYPICAL DETAIL SHEET

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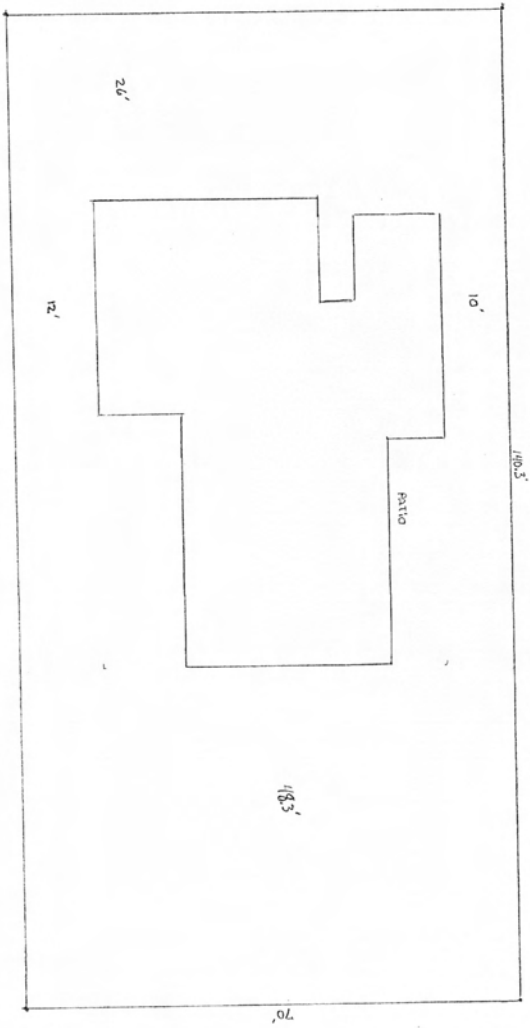


PLATE C-1/4, COR. OF SECTION 8, T.12N. R.18E. S.1/4, RANGE 47 E., T.12N. R.18E. S.1/4, COUNTY OF MALHEUR, OREGON. REPRODUCTION OF THE ORIGINAL.

LEGEND

--- SUBDIVISION BOUNDARY --- DATA OF RECORD
--- LOT LINE --- CALCULATED DISTANCE
--- EASEMENT LINE --- MONUMENT AS NOTED
--- RIGHT-OF-WAY (R.O.W.) --- SET 5/8" OF IRON BAR
--- ROAD CENTER LINE --- WITH 1/2" IRON BAR
--- DITCH CENTER LINE --- FIND 5/8" IRON BAR AS NOTED
--- SECTION LINE (SEC.) --- FIND 1/2" IRON BAR AS NOTED
--- DISTANCE LINE --- CALCULATED POINT

NEW 1/2" IRON CITY UTILITY EASEMENT

CERTIFICATE OF MALHEUR COUNTY RECORDER
STATE OF OREGON
COUNTY OF MALHEUR



CR3, LLC
ENGINEERING-SURVEYING & PLANNING
HERBES
365 SW 5TH AVE.
SUITE 100
HERBES, OREGON 97131
PHONE (503) 889-2074 FAX (503) 567-2300
WWW.CR3LLC.NET

REGISTERED LAND SURVEYOR
MALHEUR COUNTY
By: _____
Received: _____
Filed: _____
Survey No. _____
Date: _____
RENEWED: 6/30/2023

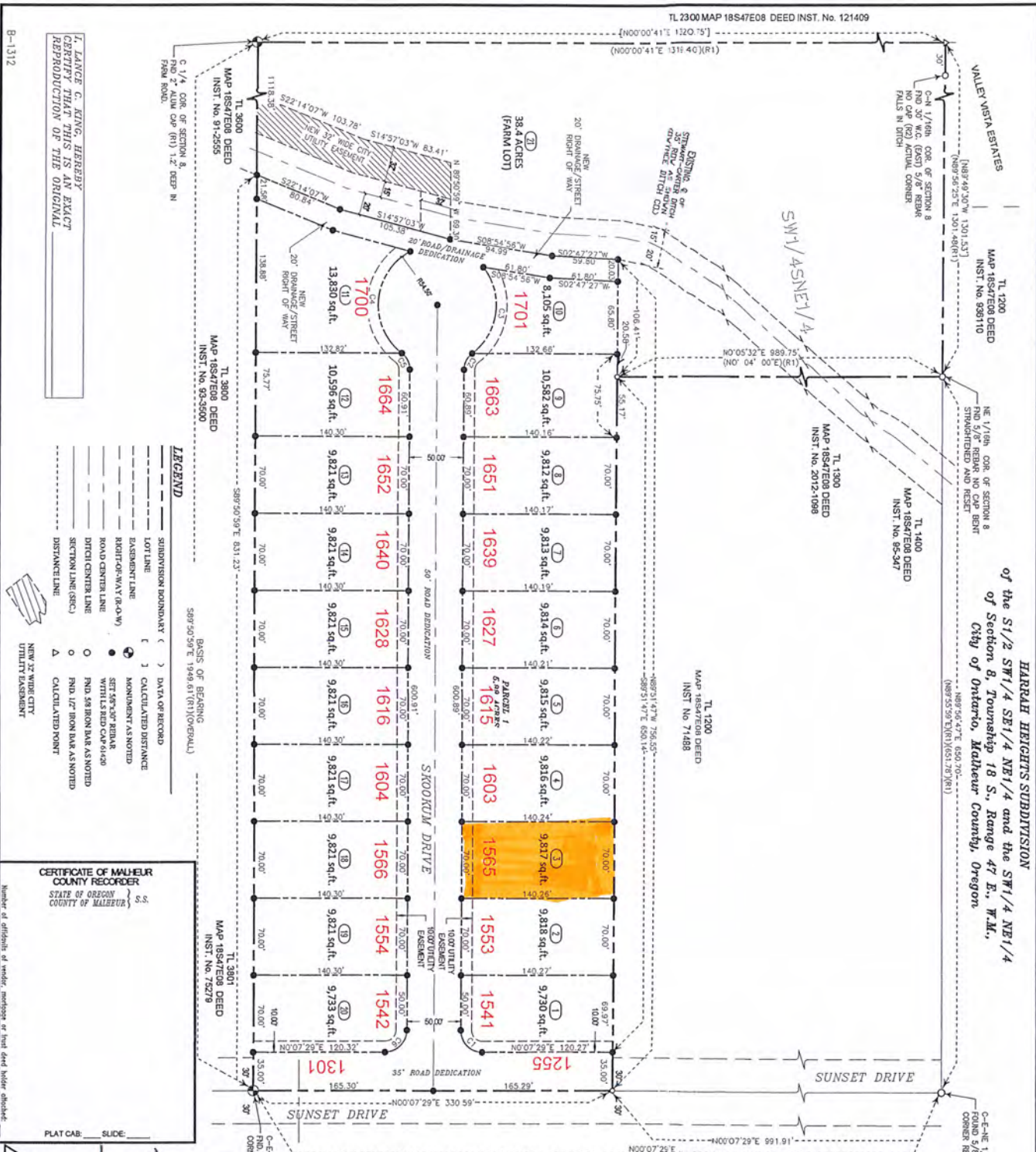
CURVE TABLE

CURVE NO.	BEARING	DELTA	LENGTH	TANGENT	BEARING CHORD	CHORD
C1	20.00	90°01'10"	31.42	20.00	N45°07'03"E	28.29
C2	18.50	53°25'27"	17.25	9.31	S63°09'40"E	16.63
C3	54.50	92°29'22"	87.89	56.62	N62°41'30"W	78.73
C4	54.50	115°44'49"	110.26	87.07	S55°20'24"E	92.39
C5	18.50	53°25'27"	17.25	9.31	S63°09'40"W	16.63
C6	20.00	89°58'44"	31.41	20.00	S44°53'00"E	28.28



RECORDS OF REFERENCE
AT _____
WASHINGTON BY ATLAS LAND SURVEYING, FILED UNDER
COUNTY SURVEY NO. 18-47-0999
BOOKER 44, PAGE 123, MALHEUR COUNTY, OREGON BY
SURVEY NO. 18-47-0972

C-E-N 1/4th COR. OF SECTION 8,
RANGE 47 E., T.12N. R.18E. S.1/4
CORNER REC. INST. NO. 18-47-0957



HARRAH HEIGHTS SUBDIVISION
of the S1/2 SW1/4 SE1/4 NE1/4 and the SW1/4 NE1/4
of Section 8, Township 18 S., Range 47 E., T.12N.
City of Ontario, Malheur County, Oregon

TL 1200
MAP 18S47E08 DEED
INST. NO. 71468

TL 1300
MAP 18S47E08 DEED
INST. NO. 2012-1099

TL 1400
MAP 18S47E08 DEED
INST. NO. 85347

TL 1200
MAP 18S47E08 DEED
INST. NO. 826110

VALLEY VISTA ESTATES
C-N 1/4th COR. OF SECTION 8,
RANGE 47 E., T.12N. R.18E. S.1/4
CORNER REC. INST. NO. 18-47-0957



**AGENDA REPORT
CONSENT AGENDA
October 12, 2021**

To: Mayor and City Council

FROM: Kari Ott, Finance Director

THROUGH: Adam J. Brown, City Manager

SUBJECT: HOUSING INCENTIVE PROGRAM: GREYSTONE BUILDERS (41-2021)

DATE: October 8, 2021

PROPOSED MOTION:

I MOVE THE CITY COUNCIL APPROVE THE APPLICATION BY GREYSTONE BUILDERS, LLC AT 1554 SKOOKUM DRIVE FOR THE ONTARIO HOUSING INCENTIVE PROGRAM IN THE AMOUNT OF \$10,000.

SUMMARY:

Greystone Builders LLC submitted an application for \$10,000 from the Housing Incentive Program.

The property is located at 1554 Skookum Drive. (Lot 19 Harrah Heights Subdivision).

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

BACKGROUND:

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

CURRENT SITUATION:

GREYSTONE BUILDERS is requesting approval of their application for the \$10,000.00 Incentive on a new home to be located at 1554 Skookum Drive being Lot 19 of Harrah Heights

Subdivision off of Sunset Drive. The proposed dwelling will be 1850 square feet on the ground floor and 1627 feet on second floor with two (2) bathrooms and a three (3) car garage. The application was deemed to be complete by the Community Development Director and meeting or exceeding the minimum requirements of Section 11 of the Business Loan Fund code and was being forwarded to the Committee for their review and recommendation. The Business Loan Fund Committee recommended the loan for approval by the Council on October 6, 2021.

ANALYSIS:

- A. **STRATEGIC PLAN** The Housing Incentive Program promotes growth and desirability goals of the Ontario Strategic Plan. It specifically addresses the activities to build a variety of housing options and add fill-in housing.
- B. **FINANCIAL** If approved, the city would pay the funds from the Business Loan Fund. The \$10,000.00 would be paid back to the fund through the city portion of the property taxes collected on the property and dwelling approved under this application.
- C. **TIMING** Time is of the essence on this application as the applicant wants to pull a building permit and start construction as soon as they receive their approval.
- D. **POLICY/LEGAL** The Business Loan Fund Committee makes recommendations to the City Council. If the City Council approves the action, the City Manager will have the Agreement signed by all parties authorizing the Building Department to issue a permit under this Agreement.

ALTERNATIVES:

Table the Action: The City Council could table the request and request further information from the Applicant.

Deny the Action: The \$10,000 payment would not be made.

RECOMMENDATION:

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

ATTACHMENTS:

1. Incentive Application 41-2021_Grey Stone Builders_1554 Skookum



City of Ontario, Oregon
Housing Incentive Program Checklist

Applicant: Greystone Builders LLC Date: 9/22/2021
Site Address or Tax Lot: Lot 19, B1K1, Harrah Heights - 1554 SKODKUM DR
Application Number: 41-2021 (City Use Only)

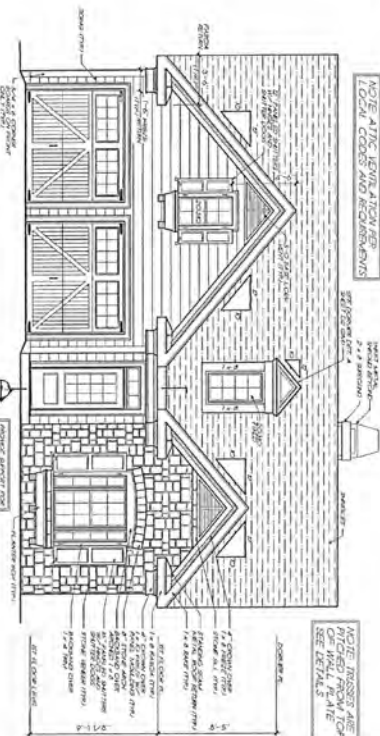
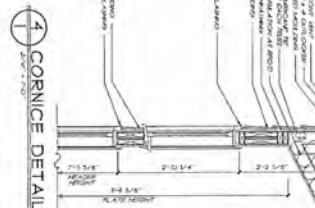
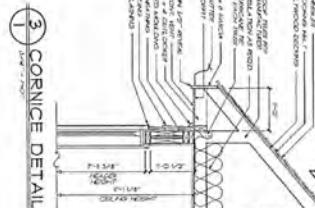
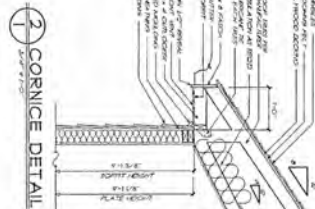
Application Information: (Applicant or Staff)

- ☒ Completed Application Signed & Dated: 9/27/21
- ☒ Documentation showing funding: SELF
- ☒ Within City Limits
- ☐ In Urban Growth Boundary Annexation Application filed: N/A
- ☒ Floor Plan or description describing minimum square footage:
 - 1. House Square footage: 1850ft² - 1627ft² ground floor
 - 2. Number of Baths: 2
 - 3. Size of Garage: 552ft² (3 car)
- ☒ Description of Property of Home:
 - 1. Tax Lot map & Number: _____
 - 2. Copy of Deed: LOT 19 HARRAH HEIGHTS SUBDIVISION
 - 3. Or written description: see plot plan
- ☒ Completed W-9 Taxpayer Form.

Process Completed: (Staff Use Only below)

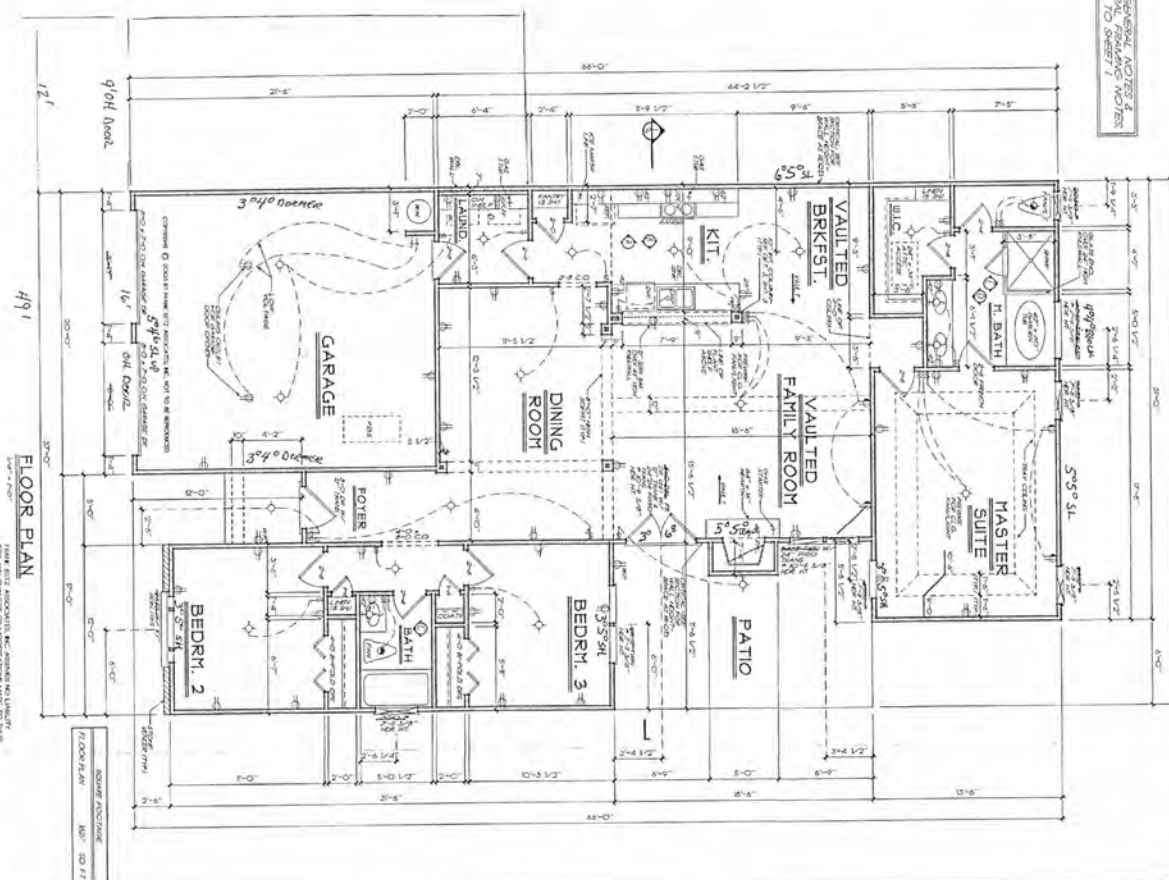
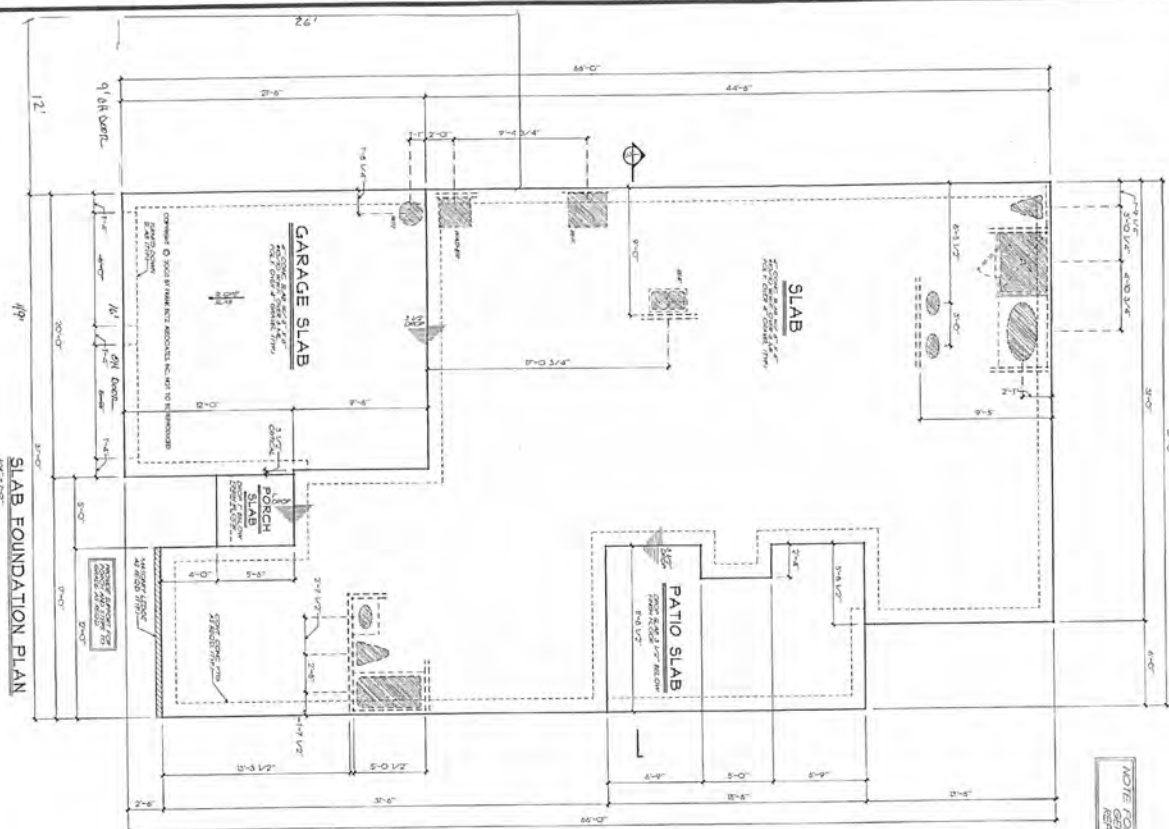
- ☒ PDAC (if Required) date Completed: N/A
- ☒ Community Development Director approval date: Dan Cummings 9/28/21
- ☐ Forwarded to Business Loan Fund Committee: _____
- ☐ BLF Committee forwards recommendation to City Manager: _____
- ☐ City Council Approval or Denial: _____
- ☐ City Manager signs application signifying Council **Approval**: _____
- ☐ Application submitted to Finance for tracking: _____
- ☐ Certificate of Occupancy issued (within 2 yrs. of Council approval): _____
- ☐ Proof of Owner Occupancy (must be within 1 yr. of C of O): _____
- ☐ Payment made to Owner: _____

Return to: Dan K Cummings, Community Development Director, 458 SW 3rd Street, Ontario, OR 97914
541-881-3222 – dan.cummings@ontariooregon.org



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NOTE FOR GENERAL NOTES &
GENERAL FRAMING NOTES:
REFER TO SHEET 1

SLAB FOUNDATION PLAN

FLOR FLAIN
2000-2001

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Op. 3

FRANK BETZ ASSOCIATES, INC.
DESIGNERS OF CUSTOM AND STOCK HOMEPLANS

3550 GEORGE BUSBEE PARKWAY
SUITE 190
KENNESAW, GEORGIA 30144
770.471.0888 888.717.3003

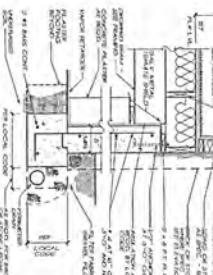
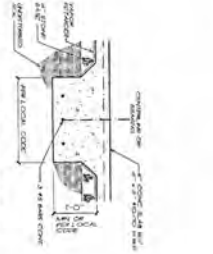
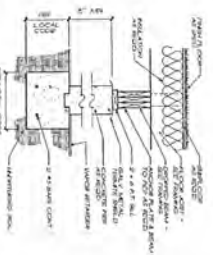
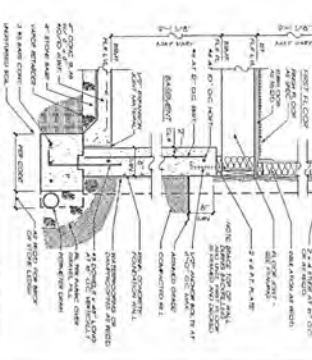
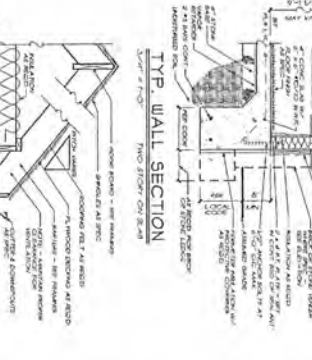
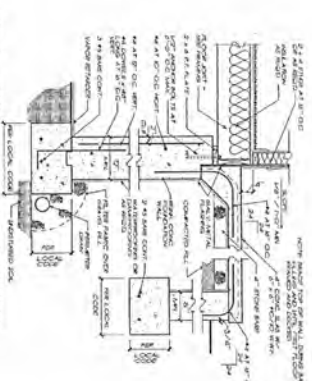
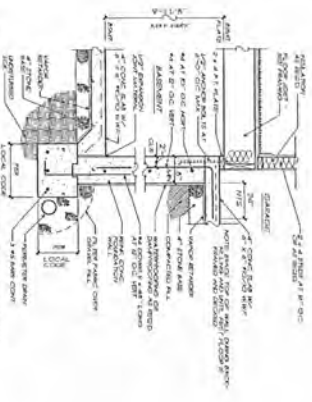
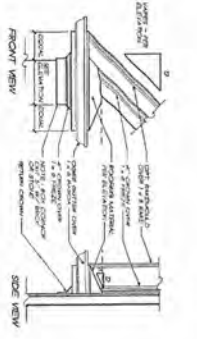
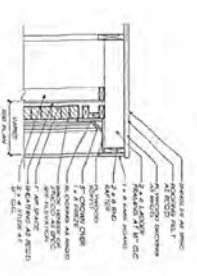
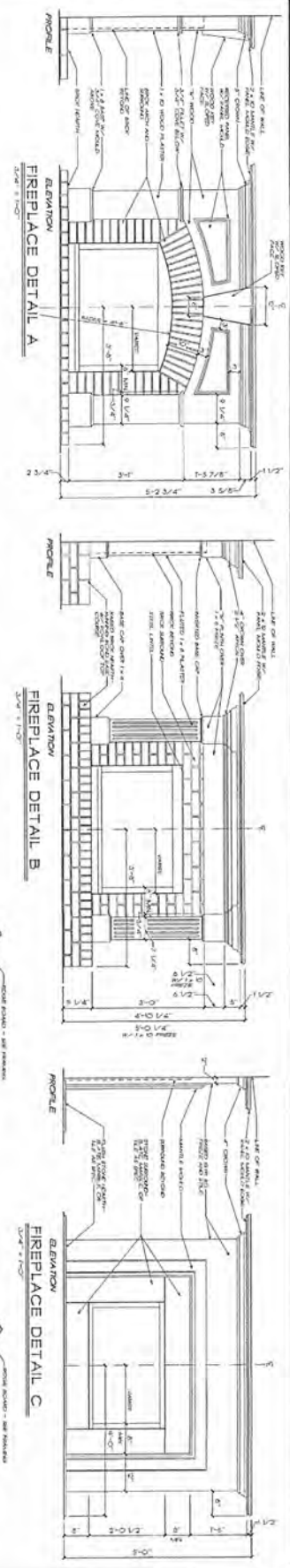
SLAB FOUND. PLAN
FLOOR PLAN

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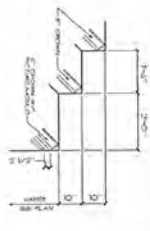
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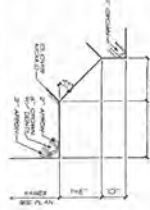
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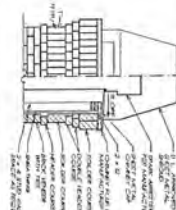
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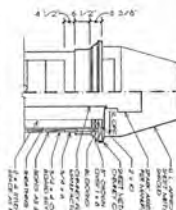
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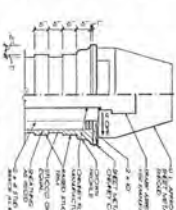
COFFERED TRAY DETAIL
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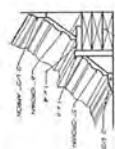
CHIMNEY CAP DETAIL
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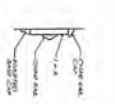
CHIMNEY CAP DETAIL
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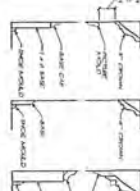
CHIMNEY CAP DETAIL
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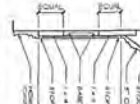
CROWN DETAIL
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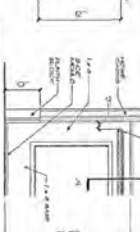
SECTION AA
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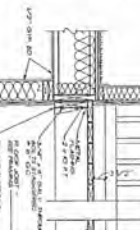
TRIM DETAILS
1/2" = 1'-0"



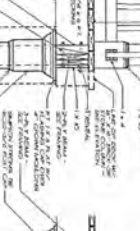
SECTION BB
1/2" = 1'-0"



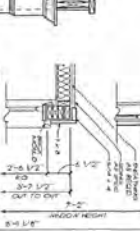
OPENING/WAINSCOT DETAIL
1/2" = 1'-0"



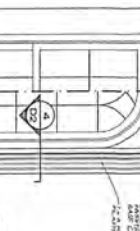
30" BAY
1/2" = 1'-0"



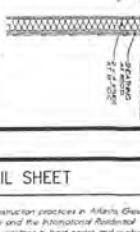
30" BAY
1/2" = 1'-0"



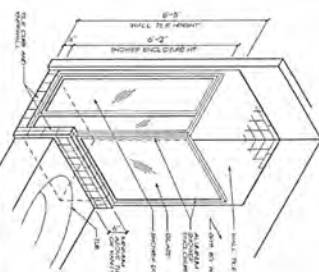
30" BAY
1/2" = 1'-0"



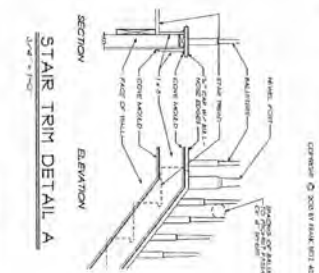
30" BAY
1/2" = 1'-0"



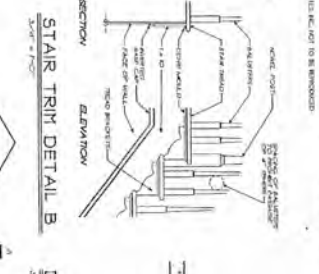
30" BAY
1/2" = 1'-0"



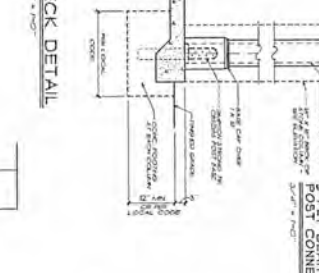
ISOMETRIC SHOWER DETAIL
1/2" = 1'-0"



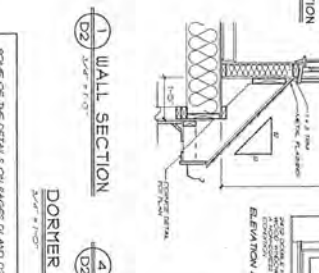
STAIR TRIM DETAIL A
1/2" = 1'-0"



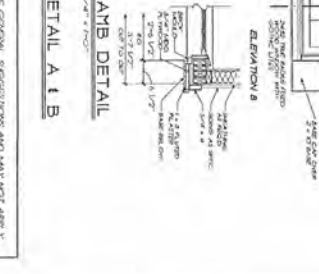
STAIR TRIM DETAIL B
1/2" = 1'-0"



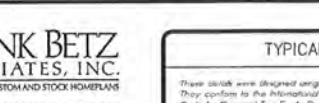
DECK DETAIL
1/2" = 1'-0"



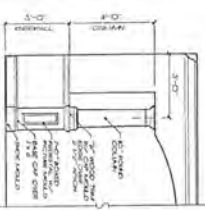
WALL SECTION
1/2" = 1'-0"



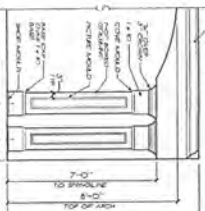
JAMB DETAIL
1/2" = 1'-0"



DOOR DETAIL A & B
1/2" = 1'-0"



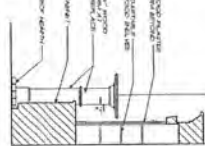
ARCH ELEVATION A
1/2" = 1'-0"



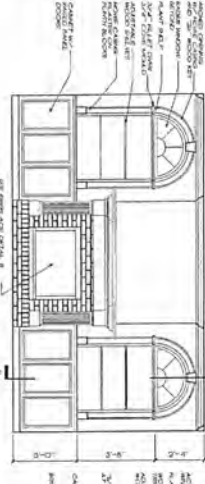
ARCH ELEVATION B
1/2" = 1'-0"



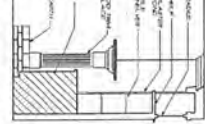
INTERIOR ELEVATION A
1/2" = 1'-0"



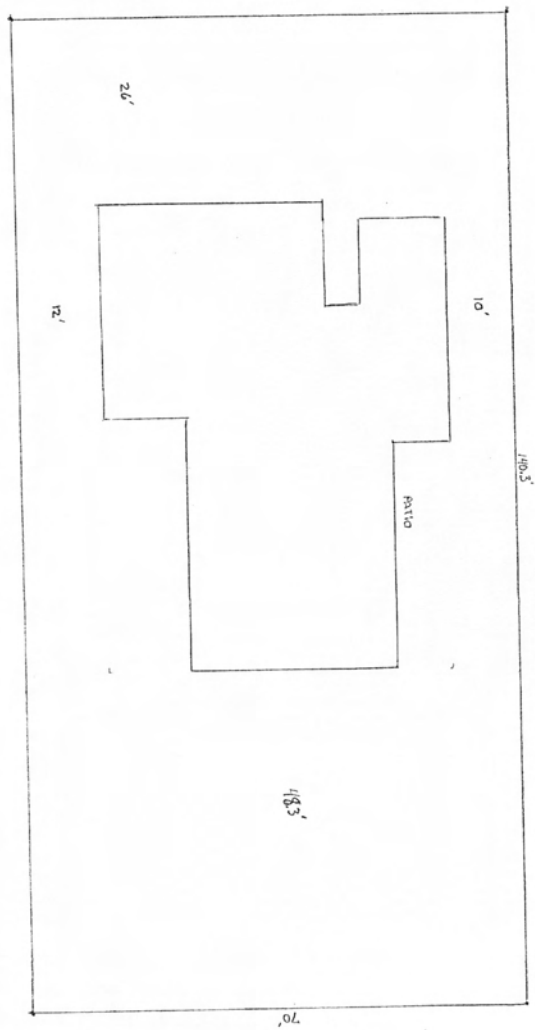
SECTION AA
1/2" = 1'-0"



INTERIOR ELEVATION B
1/2" = 1'-0"



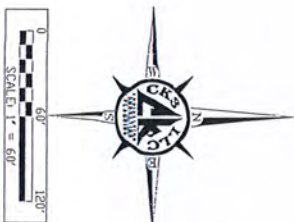
SECTION BB
1/2" = 1'-0"



HARRAH HEIGHTS SUBDIVISION of the S1/2 SW1/4 NE1/4 and the SW1/4 NE1/4 of Section 8, Township 18 S., Range 47 E., T.M., City of Ontario, Malheur County, Oregon

C-E-NE 1/4th COR. OF SECTION 8,
FOUND 5/8" DIA. REBAR PLS 2316 AS PER
CORNER REC. INST. No. 18-47-0857

RECORDS OF REFERENCE
R1 PARTITION PLAT No. 9-12 FOR CLERK & ANDREA
COUNTY SURVEY NO. 18-47-0968
R2 PARTITION PLAT No. 18-47-0968
COUNTY SURVEY NO. 18-47-0968
SCANNER & ASSOCIATES, INC. FIELD UNDER COUNTY
SURVEY No. 18-47-0774



CURVE NO.	BEARS	DATA	LENGTH	MARKET	BEARING	CURVE
C1	20.00	90°01'40"	31.42	20.00	N45°07'03"E	28.20
C2	18.50	53°25'29"	17.25	9.31	S65°09'40"E	16.63
C3	54.50	87°29'22"	87.88	56.82	N62°41'38"W	78.73
C4	54.50	115°54'46"	110.26	87.07	S55°20'24"E	92.20
C5	18.50	53°25'29"	17.25	9.31	S65°24'55"W	16.63
C6	20.00	89°58'44"	31.41	20.00	S44°53'00"E	28.20



- LEGEND**
- STUDY/REVISION BOUNDARY () DATA OF RECORD
 - LOT LINE () CALCULATED DISTANCE
 - EASEMENT LINE () MONUMENT AS NOTED
 - RIGHT-OF-WAY (R.O.W.) SET 367'-00" REBAR WITH 1/2" DIA. CAP 61/20
 - ROAD CENTER LINE (R.C.L.) FND. 5/8" IRON BAR AS NOTED
 - SECTION LINE (S.L.) FND. 1/2" IRON BAR AS NOTED
 - DISTANCE LINE () CALCULATED POINT

CERTIFICATE OF MALHEUR COUNTY RECORDER
COUNTY OF MALHEUR, OREGON
I, _____, County Recorder, do hereby certify that the foregoing is a true and correct copy of the original as recorded in my office.



CK3, LLC
ENGINEERING, SURVEYING & PLANNING
ONTARIO, OREGON 97141
368 SW 5TH AVE. 945 W. ORCHARD AVE.
ONTARIO, OREGON 97141 HENRIETTA, OREGON 97138
PHONE (503) 888-2074 FAX (503) 888-2000
WWW.CK3.COM

MALHEUR COUNTY SURVEYOR

By: _____
Received: _____
Filed: _____
Survey No. _____
Dwg. No. _____



**AGENDA REPORT
NEW BUSINESS
October 12, 2021**

To: Mayor and City Council

FROM: Al Cablay, Public Works Director

THROUGH: Adam J. Brown, City Manager

SUBJECT: **BID AWARD: AUCTIONEERING SERVICES TO BAKER AUCTION COMPANY, LLC
AND DECLARE CERTAIN CITY-OWNED VEHICLES, EQUIPMENT, AND SUPPLIES
AS SURPLUS**

DATE: October 4, 2021

PROPOSED MOTION:

I MOVE TO DECLARE THE ATTACHED INVENTORY LIST AS SURPLUS AND ELIGIBLE FOR SALE, SALVAGE AND/OR DISPOSAL.

I MOVE THE CITY COUNCIL AWARD THE CONTRACT FOR AUCTIONEERING SERVICES AS SPECIFIED IN THE RFP TO BAKER AUCTION COMPANY, LLC.

SUMMARY:

As a result of maintaining city infrastructure and facilities the city has acquired numerous vehicles, equipment and supplies for use in maintenance operations. Many items have fulfilled their useful life and reached a point where their effectiveness has diminished. This is commonly the stage that these items become subject to being replaced or just taken out-of-service. When their present worth is less than their current value it is either replaced or declared surplus and sold or discarded. The Public Works Department has recently stored the current inventory of these vehicles, equipment and supplies at the city's Public Works Maintenance Operations Facility located at 1551 NW 9th Street.

BACKGROUND:

In the past the city has practiced the policy that no city-owned item less than \$2,500.00 in present value needs to have a formal surplus disposal process. Municipal Code Chapter 4.11 Surplus Property, Section 4.11.1 states that the the disposal process is under the direction of the Finance Director. However the Finance Department has deferred to the Public Works Department for this action and has been designated the appropriate city department to oversee this surplus process for the current inventory.

CURRENT SITUATION:

A request for proposal has gone out with only one company submitting a proposal. This was Baker Auction Company, LLC.

The inventory of vehicles, equipment and supplies were recommended by the Public Works Committee at their August 17th monthly meeting to be declared surplus and auctioned off.

ANALYSIS:

- A. **STRATEGIC PLAN** This proposed action has do direct impact on the Strategic Plan.
- B. **FINANCIAL** The funds from disposal of city-owned vehicles, equipment and supplies will be deposited back into the appropriate public works fund.

The subject RFP states its commission rates to be:

If surplus is sold in conjunction with BAC consignment auction, commission rates will be 10% on large items and 15% for smaller items with no advertising or setup fee.

Should any surplus items be sold outside of BAC the consignment sale will incur both advertising and setup cost.

- C. **TIMING** The timing of this auction would present an opportunity for the city to receive the highest value for the current inventory.
- D. **POLICY/LEGAL** The process being followed is standard practice for the surplus sale of City-owned Vehicles, Equipment and Supplies.

ALTERNATIVES:

Option A - Award Baker Auction Company the contract to conduct an auction of City-owned Vehicles, Equipment and Supplies.

Option B - No Action

RECOMMENDATION:

Staff recommends that the proposal submitted by Baker Auction Company, LLC to conduct sales of city surplus items be approved for a two-(2) year contract with a maximum of three-(1) one year extensions and to declare this latest inventory of vehicles, equipment and supplies as 'Surplus'.

ATTACHMENTS:

- 1. Surplus-Decommissioned Equipment_Vehicles
- 2. Request for Proposal_Auctioneering_Services_FINAL

3. RESUME BAKER AUCTION CO_

Decommissioned Equipment_Vehicles Ontario OR

3/5/2021

Repair Center Name	Asset Name	Asset ID	In Service?	Sub-Status	Sub-Status Desc	Classification Name	Jacobs LOS Document named: signed by client *Attached to asset in CMMS
Ontario Project	zzz1968 Ford Water Truck	ONT-922-243-68	No	OOS-D	Out of Service- Decommissioned / Abandoned	Heavy Trucks	Decommissioned Equipment_Vehicles Ontario OR.doc
Ontario Project	zzz1974 Chevy TV Van	ONT-922-370-74	No	OOS-D	Out of Service- Decommissioned / Abandoned	Light Pick Up Trucks	Decommissioned Equipment_Vehicles Ontario OR.doc
Ontario Project	zzz1985 Super E Case Backhoe	ONT-923-499-85	No	OOS-D	Out of Service- Decommissioned / Abandoned	Backhoe	Decommissioned Equipment_Vehicles Ontario OR.doc
Ontario Project	zzz1987 Ford Dump Truck	ONT-922-202-87	No	OOS-D	Out of Service- Decommissioned / Abandoned	Heavy Trucks	Decommissioned Equipment_Vehicles Ontario OR.doc
Ontario Project	zzz1991 International Recreation Bus	ONT-923-459-91	No	OOS-D	Out of Service- Decommissioned / Abandoned	Heavy Trucks	Decommissioned Equipment_Vehicles Ontario OR.doc
Ontario Project	zzz1993 Ford Explorer	ONT-923-420-93	No	OOS-D	Out of Service- Decommissioned / Abandoned	Heavy Trucks	Decommissioned Equipment_Vehicles Ontario OR.doc
Ontario Project	zzz1994 Ford 1/2 Ton Pickup	ONT-921-415-94	No	OOS-RM	Out of Service - Removed	Light Pick Up Trucks	Decommissioned Equipment_Vehicles Ontario OR.doc
Ontario Project	zzz1995 Chevy 3500 HD Flatbed Utility Truck	ONT-922-204-95	No	OOS-D	Out of Service- Decommissioned / Abandoned	Heavy Trucks	Decommissioned Equipment_Vehicles Ontario OR.doc
Ontario Project	zzz1996 Ford 1/2 Ton 4x4 Pickup	ONT-921-306-96	No	OOS-D	Out of Service- Decommissioned / Abandoned	Light Pick Up Trucks	Decommissioned Equipment_Vehicles Ontario OR.doc
Ontario Project	zzz1997 John Deere Loader	ONT-923-223-97	No	OOS-RM	Out of Service - Removed	Heavy Trucks	Decommissioned Equipment_Vehicles Ontario OR.doc
Ontario Project	zzz2001 Dodge Ram 3/4 Ton Pickup 4x4	ONT-921-493-01	No	OOS-D	Out of Service- Decommissioned / Abandoned	Light Pick Up Trucks	Decommissioned Equipment_Vehicles Ontario OR.doc
Ontario Project	zzz2002 Chevy 3/4 Ton 4x4 Pickup	ONT-921-310-02	No	OOS-RM	Out of Service - Removed	Light Pick Up Trucks	Decommissioned Equipment_Vehicles Ontario OR.doc
Ontario Project	zzz2002 Ford Ranger	ONT-921-494-02	No	OOS-D	Out of Service- Decommissioned / Abandoned	Light Pick Up Trucks	Decommissioned Equipment_Vehicles Ontario OR.doc
Ontario Project	zzz2002 Ford Ranger 4WD Pickup	ONT-921-317-02	No	OOS-D	Out of Service- Decommissioned / Abandoned	Light Pick Up Trucks	Decommissioned Equipment_Vehicles Ontario OR.doc
Ontario Project	zzz2006 Elgin Eagle F Mechanical Sweeper - Sterling	ONT-922-244-06	No	OOS-D	Out of Service- Decommissioned / Abandoned	Trucks	Decommissioned Equipment_Vehicles Ontario OR.doc



Backhoe 580E



Edger



Mower PTO Pull Behind



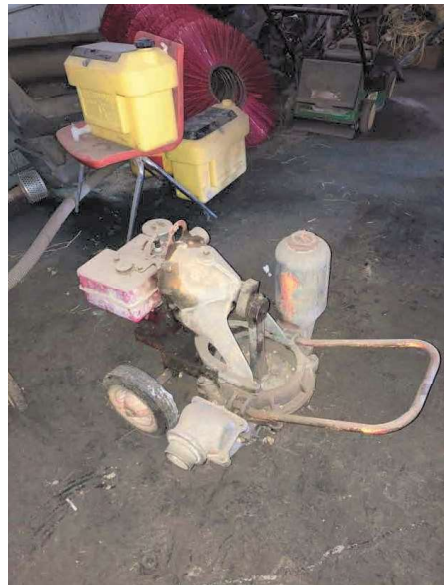
Sweeper Pull Behind



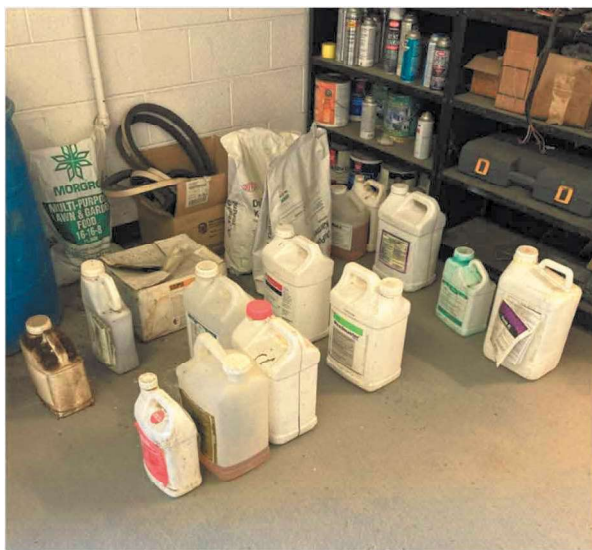
Mower



Rototiller (Self Propelled)



Miscellaneous Golf Course Equipment



Chemicals

Snow Blade Attachment



Tires

Mower Attachment

Request for Proposal



AUCTIONEERING SERVICES

City of Ontario

Issued by: City of Ontario

Date of Issue: September 22, 2021
Closing Date and Time: October 6th, 2021 – 4:00 PM MST

CITY OF ONTARIO – MISSION STATEMENT

“To provide a safe, healthful and sound economic environment, progressively enhancing our quality of life.”

1 Introduction

The City of Ontario, Oregon’s leadership has determined it is in the best interest of the City to solicit proposals to conduct the public auction of City-owned assets. To serve that end, the City issues this Request for Proposal (RFP). Section 1 is the introduction, including background that provides an overview of the request, and specific instructions to respondents who may wish to provide Auctioneering Services to the City. Section 2 provides instructions to guide responders to submit accurate and target specific information to assist in the review of their response. Section 3 contains a Scope of Services and provides a summary of the areas of responsibility and an overview of the services offered. Respondents will want to focus within this section on the specific areas in which they plan to provide a response. Section 4 gives an overview of the selection process and Section 5 Additional Information gives general guidance on the Service Agreement.

1.1 Background

This RFP is issued to provide auctioneering services for the sale of City-owned assets specifically the Vehicles, Equipment and Supplies that have been deemed surplus and thus able for disposition. Respondents with experience in conducting public auctions of city-owned assets are encouraged to respond to this Request for Proposal. The types of Vehicles, Equipment and Supplies are:

- Dump Trucks
- Pickup Trucks
- Paving Equipment

- Landscape Equipment
- Roadway Maintenance Equipment

The selected Service Provider, herein referred to as ‘the Contractor’ will provide all incidental, as-needed, sale of surplus services, to complete the sale of these items. Within this document is referred to “the contract” or similar language. Such reference shall refer to either a single contract to a single entity for all advertised services or reference a contract to a provider for a specific service.

1.2 General

RFP respondents are encouraged to provide statements of qualifications for any or all of the auctioneering services listed. The City reserves the right to reject any and all responses or continue to maintain and store these existing City-owned assets. The selected Contractor shall conduct the disposition of surplus items in full compliance with all applicable regulations, statutes, and local ordinances. The Service Provider shall be fully responsible for all aspects of the Public Auction and successful deposit of all proceeds from the sale of the surplus items.

The City intends to issue this as an initial one-year contract with the option for it to be used for an additional two-(2) one-(1) year extensions. The contract scope of work will include full-service O&M contract for each utility service entity. After the initial one- (1) period of time the City will examine the Service Provider’s performance and may exercise the option to extend the contract for an additional one-(1) year. City shall reserve the option of the re-issuance of an RFP process to examine other firm’s services and capabilities or re-issuing a contract to the existing Service Provider.

To be considered for evaluation, written Proposals must be received by the date and time identified in this RFP. Any proposal received after this deadline will not be considered. Five (5) copies of the Proposal shall be delivered (mailed or hand delivered) to the City of Ontario attention Public Works Director:

Al R. Cablay
Public Works Director
1551 NW 9th Street
Ontario, OR 97914

1.3 RFP Legal Context

This RFP is issued following recommendations by City Staff and approval by the governing board (City Council). It is the intent of this request to meet all of the requirements of relevant Oregon statutes regarding the procurement of services (ORS 279A – ORS 279C inclusive).

1.4 Limitations

The cost of responses and any related expenses including travel and presentations shall be entirely the responsibility of the respondent.

The City of Ontario has the right to reject, based on written findings, any or all responses if the City finds good cause, and to cancel the solicitation, if doing so is determined, at the sole discretion of the City, to be in the public interest.

2 Instructions to Respondents

This section provides instructions on what a response shall contain and how to structure a response to this RFP. Interested firms are to respond in a manner that clearly establishes their experience and financial capability to satisfactorily perform the work and services required. The body of the response must address the requested information shown below.

The City, in its sole discretion, will decide if a respondent meets the standards and the City reserves the right to reject any and all responses. Inquiries and correspondence related to the RFP should be through the Public Works Director: Al R. Cablay 541-889-8572 al.cablay@jacobs.com. The City shall maintain a respondents list for this RFP and will address questions in an e-mail response to all parties on the list. The City will not be available for comment after October 3, 2021.

2.1 Response Requirements

The City is seeking respondents who have the following attributes:

1. Have been in the business of providing auctioneering services for at least five (5) years.
 2. Conducted auctioneering service requirements that are generally comparable with the size and scope similar to this current list of surplus items.
 3. Have successfully conducted an auction of surplus items for the last three (3) years of continuous working experience with the State of Oregon's regulatory requirements.
 4. Submit evidence of successful auctions including the total sales.
 5. A complete response shall also be submitted in the submitted Proposal in a clear and comprehensive manner.
-
- A. Name, address, tax identification number, and telephone number of the firm. Include fax number, e-mail address, and location of principal office and email of the entity who has the authority to negotiate and communicate in regard to the RFP and any subsequent correspondence. This information will identify the contracting entity and be referred to as the "Contractor" within this document.
 - B. Name of the principal individual(s) who will represent the firm and be available to negotiate contract issues and requirements. Identify and describe the principal individual(s), include major field of expertise, noting type of work, locations, and length of experience of the individual who will be assigned responsibility for management of this contract. Also include any/all appropriate licenses and certifications of current key staff.
 - C. Provide an overview of the Contractor's history. Include when and where the organization was initially organized, a list of staff, or other resources, such as sub-consultants, which will show that the respondent has all the elements necessary to perform the work. Include in the litigation summary a history of regulatory fines, orders, or civil penalties, if any.

- D. Availability of special professional or ancillary resources if needed (legal, structural, electrical, administrative, technical, financial, etc.).
- E. Provide a summary of similar work for other clients along with references and contact information. Similar work shall mean operation of similar auctioneering services.

3 Scope of Services

The City is seeking competitive proposals to provide Auctioneering Services, as described below.

1. Auctioneer shall plan to manage the City's Annual Surplus Auction(s).
2. City plans to hold at least one auction annually, typically on a Saturday either Fall or Spring.
3. The approximate worth of City auctions typically varies each event depending on the number and condition of the surplus Vehicles, Equipment and Goods/Supplies.

A. Auction preparation

1. Prior to the annual auction, the selected auctioneer should promote and advertise the event. Minimum advertisements should include a mailer to previous customers and advertisement on the auctioneer's website. City will provide a list of items and photographs of those items.
2. Contractor shall manage and staff a "preview day" prior to the auction when potential Bidders can visit the auction site and inspect items to be auctioned.
4. Contractor will provide security during the auction event.
5. Contractor will provide staff to assist the successful Bidders with arranging the pick-up of the Vehicles, Equipment and Goods/Supplies.

B. Auction event(s)

1. City will have the option to provide a location for the auction and should the City choose to have the auction take place in another location different from where the items are stored, relocation shall be provided for by Contractor.
2. Contractor should provide a public address system and a mobile, raised platform from which they can conduct the auction.
3. Contractor should also provide any other required equipment or materials needed to conduct and manage the auction.
4. All equipment may or may not be in working order.
5. Contractor should provide a system to register customers and collect funds after purchases and additional staff to manage these services, if necessary.
6. Contractor will assist the successful Bidders with the transfer of title for Vehicles and Equipment.

7. City will provide portable toilets for the event.
8. City Police Department may provide Police Officers on site for security purposes.
9. Successful Bidders must pay for their purchases on the day of the auction.
10. Following the completion of the auction, auctioneer shall pay the City minus any fees within 30 days of the sale and/or disposition of the last remaining items.
11. Any sold goods (non-vehicular or equipment) must be removed by the Successful Bidder from the auction site within fourteen–(14) days. **(NOTE: Any surplus items left at the auction site will no longer be the responsibility of the City.)**
12. Any sold vehicles or equipment must be removed by the Successful Bidder from the auction site within the time specified.

C. Auction Staff

1. Contractor shall employ only such workers as are skilled in the tasks to which they are assigned.
2. City reserves the right to require the Contractor to remove and/or not to assign any employee the City deems incompetent, careless, insubordinate, or otherwise objectionable to working with City-owned assets.
3. All personnel shall be equipped with required Personal Protective Equipment as required by safety standards, provided by the Contractor.
4. Personnel shall have all tools as required to perform the duties of the each held position.
5. All work should be conducted according to OSHA or similar standards and regulations.
6. Contractor is to provide the number of their Staff members for any functions to operate the event.

D. Additional Information

1. Contractor shall have the capability to conduct online auctions, should those be required due to in-person auctions not being permitted or feasible.
2. City reserves the right to invite and allow other public agencies or other organizations to submit bids on certain items, vehicles, or equipment in the Auction.
3. Contractor will be responsible for repairing any property damage caused by their work or negligence. If auctioneer fails to take corrective actions, the City reserves the right to withhold payment until damages are corrected, or to correct damage and invoice Contractor for any/all costs incurred.
4. Throughout the year, the City retains the right to auction off certain items through GovDeals or a similar site. For those occasions the Contractor will bear no responsibility for those sales.

BAKER AUCTION CO., LLC
PO BOX 399
ONTARIO OR. 97914
(800) 650-5808
FAX: (541) 889 8513

EIN: 81-1559471

bakerauctionco@gmail.com

Office location; 494 NW 16th St. Ontario OR. 97914

Principal Contact:

Roger T. Baker - Auctioneer

(208) 739-8575

Commission rates:

If surplus is sold in conjunction with BAC consignment auction, commission rates will be 10% on large items & 15% for small items with no advertising or setup fee.

Surplus sold outside of BAC consignment sale will incur advertising & setup cost.

Here is a small list of references and a little information about Baker Auction Co.

Baker Auction Co has been in business in the Treasure Valley for 53 years, it is not a side line business. We specialize in ag, ranch and heavy equipment auctions; but we sell all types of auctions including, retail businesses, antiques & collectibles, moving auctions, construction & logging equipment, real estate and livestock auctions. We also sell, on average, 200 benefit auctions per year. We have annually provided appraisal work for F.S.A., S.B.A., F.D.I.C., Farm Credit Service, Wells Fargo Bank, Bank of the West, U.S. Bank, Zions Bank, Columbia Bank & several Bankruptcy Trustee's, just to name a few.

We offer complete live & on-line auction sale management. We have the capability and staff to run 3 live auction rings at one sale site. We offer a 16-acre fenced and secured lot for repossession and storage purposes. At this facility we hold four annual major consignment auctions per year. We handle all auctions from start to finish, including any sale prep, setup & equipment relocation, with a complete professional sales staff.

We use the latest in advertising technology, including Website, newspapers, brochures & an extensive email list of active Ag & Heavy equipment buyers. We have been selling equipment from Canada to Old Mexico, and as far east as New York. Check out our website @ bakerauction.com. Baker Auction Co., LLC can and will handle all of your appraisal work and auction needs.

To this point in the year, we are enjoying an extremely high market for used equipment, trucks, trailers & vehicles, with gross sales in excess of six million dollars. If you have any questions please feel free to contact any of the Baker Auction Co. personnel.

BAKER AUCTION CO. PERSONNEL

Sam Baker	Ontario, OR	208-741-4230
Roger T. Baker	Ontario, OR	208-739-8575
Tyson Baker	Boise, ID	208-739-8750
Brady Baker	New Plymouth, ID	541-709-6270
Chris Brown	Kuna, ID	208-870-8093

We have conducted auctions of surplus items for the following government clientele;

City of Ontario, OR

City of Nyssa, OR

City of Huntington, OR

City of Boise, ID

Malheur County

Ontario School District

Nyssa School District

Owyhee Irrigation District

We have conducted these recent private auctions; as well as our own consignment auctions; which include landscaping equipment, construction equipment, farm equipment, shop tools and equipment.

KENNETH ROSSBERG EQUIPMENT AUCTION - 9/30/2021

RICK PENNELLE ESTATE AUCTION - 6/26/2021

ANDY ELSE FARM EQUIPMENT AUCTION - 5/13/2021

JOHN NOBLE FARM EQUIPMENT AUCTION - 5/6/2021

GUARDIAN MANAGEMENT COMPANY RETIREMENT AUCTION - 4/29/2021

421 DUFFIELD EQUIPMENT LIQUIDATION AUCTION - 4/22/2021

ONTARIO SPRING OPEN CONSIGNMENT AUCTION - 4/8/2021

LARRY & JUDY WHITE FARM EQUIPMENT RETIREMENT AUCTION - 3/18/2021

SHIRA FARMS EQUIPMENT REDUCTION AUCTION - 3/11/2021

NAKAMURA BROS INC. FARM EQUIPMENT RETIREMENT AUCTION - 3/4/2021

ONTARIO FALL OPEN CONSIGNMENT AUCTION - 11/12/2020

GARY KAMO ESTATE EQUIPMENT AUCTION - 10/29/2020

LEON JAMES CONSTRUCTION RETIREMENT AUCTION - 9/29/2021

ONTARIO OPEN CONSIGNMENT AUCTION - 8/3/2020

JACK HARRIS ESTATE AUCTION - 6/29/2020

SECOND OREGON LLC RANCH EQUIPMENT AUCTION - 6/15/2020

REFERENCES

COLUMBIA BANK

Tom Hemenway

Payette, ID

208/642-4773

Sandy Hemenway

Ontario, OR

541/889-8606

BANK OF THE WEST

Lee Keeler

Special credits, Portland OR

503/225-1754

Brady Vandegrift

Meridian, ID

208/855-5752

F.S.A.

Patty Modey
Jon Mills
Monta Brosmer

Burns, OR
Ontario, OR
Mtn Home, ID

541/401-0801
541/889-9689 ext. 2
208/587-3303 ext.104

ZIONS BANK

Dennis Dines
Kevin Shurtleff

Wilder, ID
Special assets, Salt Lake

208/482-6218
801/594-4992

US BANK

Wes Seidamen
Lonni Hale

Boise trust dept.
Ontario, OR

800/428-6544
541/889-7231

D.L. EVANS BANK

Kip Cindell
Nancy Purcell

Nampa, ID
Special credits, Boise, ID

208/442-1011
208/321-1484

FARM CREDIT SERVICES

Ontario, OR

541/823-0349

KEYBANK

Joyce Goodman
Randy King

Boise, ID
Boise, ID

208/364-8631
208/364-8633

Thank you for your consideration.

Baker Auction Co., LLC



**AGENDA REPORT
NEW BUSINESS
October 12, 2021**

To: Mayor and City Council

FROM: Kari Ott, Finance Director

THROUGH: Adam J. Brown, City Manager

SUBJECT: RESOLUTION #2021-134: SUPPLEMENTAL BUDGET FOR CARRYOVER PROJECTS

DATE: October 5, 2021

PROPOSED MOTION:

I MOVE THE CITY COUNCIL APPROVE RESOLUTION #2021-134: A SUPPLEMENTAL BUDGET TO APPROPRIATE FUNDS FOR CARRYOVER PROJECTS

SUMMARY:

Attached is Resolution #2021-134.

BACKGROUND:

The city held budget meetings in March 2021 and officially adopted the budget in April 2021. The city is on the modified accrual basis of accounting which can make it difficult to estimate project expense timing. Due to this, there are a few projects that weren't completed by June 30, 2021, and need to carry over to the 2021-2022 budget year.

CURRENT SITUATION:

The detail of the projects not completed at June 30, 2021, and carried over to 2021-2022 are as follows:

- Pole Barn \$91,318 (split over three funds)
- Dumpster Enclosures \$35,000
- Fiber Lines \$15,600 remaining budget
- Tennis Court \$200,000
- Facade Grant \$25,000
- Gazebo Relocation \$25,400
- Wayfinding signs \$59,775
- CDBG Euvalcree Grant \$50,000
- Water Treatment Plant Laboratory Upgrade \$40,000
- Chlorine Analyzer \$15,000

ANALYSIS:

- A. **STRATEGIC PLAN** No direct impact on strategic plan.
- B. **FINANCIAL** The funds were budgeted in the prior year to be spent. Since they weren't finished at June 30, 2021 the Beginning Fund Balance is higher than budgeted. This will increase beginning fund balance and also increase expenditures for a zero net effect.
- C. **TIMING** Approval of this resolution would allow the projects to be completed.
- D. **POLICY/LEGAL** A formal resolution approved by the City Council is required to expend funds per ORS 294.

ALTERNATIVES:

A. Take No Action - The Council could take no action on this matter, this would cause the projects to be halted.

RECOMMENDATION:

Staff recommends the City Council approved Resolution #2021-134.

ATTACHMENTS:

1. Resolution #2021-134 CARRYOVER ITEMS



RESOLUTION #2021-134

A SUPPLEMENTAL BUDGET TO APPROPRIATE FUNDS FOR CARRYOVER PROJECTS AND CORRECT SEWER ADMINISTRATIVE SERVICES

- WHEREAS,** The City held budget meetings in March 2021 and adopted the budget in April 2021; **and**
- WHEREAS,** There were projects budgeted to be completed in 2021, but didn't get completed before the end of the year; **and**
- WHEREAS,** Projects consist of a pole barn, dumpster enclosures, fiber lines, tennis courts, façade grants, gazebo relocation, wayfinding signs, grants, WTP laboratory upgrade, and chlorine analyzer; **and**
- WHEREAS,** The City desires to modify the 2021-2022 budget in order to appropriate the funding.

NOW THEREFORE, BE IT HEREBY RESOLVED by the Ontario City Council, to approve the following adjustment to the fiscal year 2021-2022 budget:

Line Item	Item Description	FY 21-22 Budget	Amount of Change	Adjusted Budget
GENERAL FUND				
001-004-719296	Pole Barn	\$ -	\$45,658	\$45,658
001-004-713500	Dumpster Enclosures	\$ -	\$35,000	\$35,000
001-004-713200	Fiber Lines	\$ -	\$15,600	\$15,600
001-020-714122	Tennis Court	\$ -	\$200,000	\$200,000
001-017-615559	Façade Grant	\$25,000	\$25,000	\$50,000
001-020-714127	Gazebo Relocation	\$ -	\$25,400	\$25,400
001-004-713700	Wayfinding	\$57,650	\$59,775	\$117,425
001-000-406000	Available Cash on Hand	\$4,864,297	\$406,433	\$5,270,730
GRANT FUND				
010-000-458700	CDBG – Euvalcree	\$ -	\$50,000	\$50,000
010-038-458700	CDBG – Euvalcree Grants Paid	\$ -	\$50,000	\$50,000
WATER FUND				
105-160-719290	WTP Laboratory Upgrade	\$ -	\$40,000	\$40,000
105-160-719296	Pole Barn	\$ -	\$22,830	\$22,830
105-000-406000	Available Cash on Hand	\$ 1,969,770	\$62,830	\$2,032,600
SEWER FUND				
110-165-712107	Chlorine Analyzer	\$ -	\$15,000	\$15,000
110-165-719296	Pole Barn	\$ -	\$22,830	\$22,830
110-000-406000	Available Cash on Hand	\$3,459,769	\$37,830	\$3,497,599

EFFECTIVE DATE: Effective immediately upon passage.

PASSED AND ADOPTED by the City Council of the City of Ontario this 12th day of October 2021, by the following vote:

AYES:

NAYES:

ABSENT:

APPROVED by the Mayor this 12th day of October, 2021.

Riley J. Hill, Mayor

ATTEST:

Tori Barnett, MMC, City Recorder



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10/12/2021

Ontario Police Department

- Quarterly Report
- 2021- 3rd Quarter (July-September)

- Steven Romero
- Chief of Police





AGENCY STRUCTURE



ONTARIO
OREGON

2

10/12/2021

CHIEF OF POLICE

STEVEN ROMERO

POLICE OFFICE MANAGER

SHERI SMITH

LIEUTENANT

JASON COOPER

SERGEANTS

DAVE WALTERS
VICTOR GRIMALDO
JON ESPLIN
JAMES SWANK

EVIDENCE TECHNICIAN

DAVID WORTH

POLICE RESERVES

NATHAN MANERY
YESENIA CARPENTER
WES SHAW

SCHOOL RESOURCE OFFICERS

CASEY WALKER-HS
TOMAS ELIZONDO -MS

PATROL

SCOTT PHELPS
CHRIS BOLYARD
RICHARD FRAZIER
JARED CUTLER
AARON PHILLIPS
DANIELLE LLAMAS
ALEX CISNEROS

DETECTIVES

BEN ESPLIN
BJ SNYDER

PATROL

JEREMY JONES
JON LAURENSEN
TODD HARNDEN
BRIAN COOK
SAM D'ADDABBO
TYLER BULLINGTON
ADAM CLINTON
Brandon Mitchell

POLICE SUPPORT SPECIALIST

LIZ AMANSON

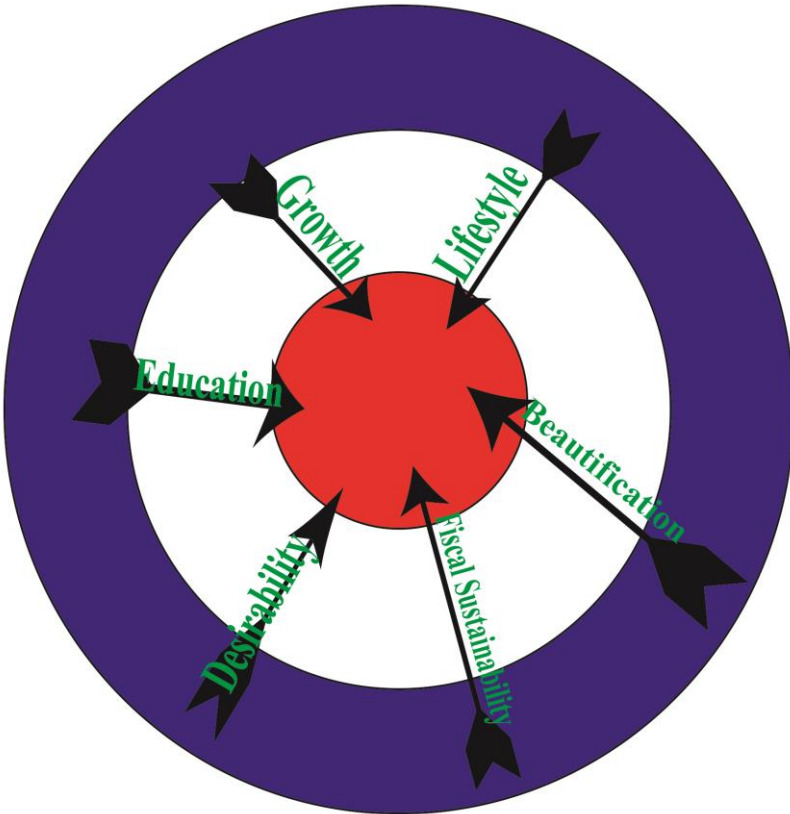
CODE ENFORCEMENT

RICK REYNA



Hitting the Mark!

Strategic Goals



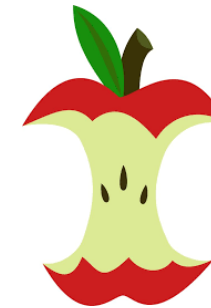
ONTARIO
OREGON

3

10/12/2021

Core Values

- ❖ Commitment
- ❖ Openness
- ❖ Respect
- ❖ Efficiency





Moving the needle forward



4

10/12/2021

- OPD hosted two state (DPSST) training sessions in Ontario (FTO & Wellness)
- 45 % of OPD sworn staff has received De-escalation Training through a state approved curriculum administered through a contracted subject expert
- OPD investigations unit initiated several crime suppression operations which resulted in ID's and arrest of serious felons
- OPD participated in the Malheur County Local Emergency Planning Committee Risk Mitigation Plan development
- OPD assisted with several community-based events





Significant cases



ONTARIO
OREGON

5

10/12/2021

- Fourth of July Homicide-Case solved
- Railway death-Case solved and determined a non-crime
- Albertson's Shooting-Case unsolved
- Pursuit of 17-year-old mentally ill female juvenile-In custody
- DV at Clarion Inn. Serial Armed Robber in custody for OSP





Connecting with the Community



6

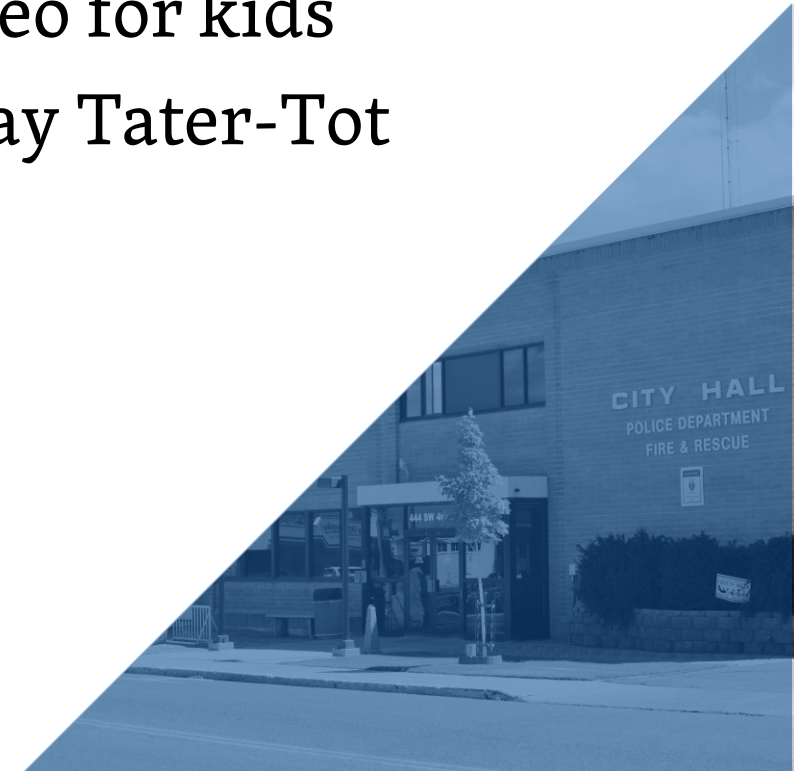
10/12/2021

Investing in Kids & Youth



Community Events

- Kiwanis Chicken Bar-B-Q
- Reading video for kids
- Toy give away Tater-Tot Festival





Connecting with the Community



6

10/12/2021

Adult Activities



Events

- 9-11 ceremony & Softball Tournament
- Hands Across the Park
- Tater-Tot Festival
- Special Olympics Charity Golf Tournament
- Ontario Airport “Fly-in”





OPD Achievements



ONTARIO
OREGON

7

10/12/2021

- Added Patrol Truck to fleet and re-assigned old SUV to SRO.
- Procured utility truck for OPD Gun Range





OPD Statistics



ONTARIO
OREGON

9

10/12/2021

Activity	2021 July	2021 August	2021 September	YTD 2021	Qrt3	Jul-Sept	PRIOR YTD 2020
Calls for Service	1044/1586	949/1489	911/1467	8017/12818	2904/4542		7870
Murder	1	0	0	1	1	1	1
Manslaughter	0	0	0	0	0	0	0
Robbery	2	1	2	14	5	4	4
Sex Crimes	5	6	2	46	13	41	41
Burglary	24	16	11	136	51	100	100
Assault	14	14	12	113	40	124	124
Arson	0	1	0	3	1	0	0
UUMV / Auto Theft	7	10	11	82	28	0	0
Arrests	129	80	113	869	322	626	626
Arrests w/Use of Force	5	1	3	21	9	9	9
Gang Related Cases	1	3	3	42	7	23	23
Graffiti	0	3	5	64	8	50	50
Death Investigations	4	2	1	16	7	23	23
SRO Cases	0	6	19	85	25	75	75
Thefts	87	74	68	584	229	616	616
Traffic Stops	52	130	58	790	240	1502	1502
Cited Traffic/Parking	109	96	106	786	311	694	694
Traffic Crashes	56	46	45	379	147	316	316
Alarms	30	25	28	251	83	254	254





Code Enforcement Stats



10

10/12/2021

Violation:	July 2021	August 2021	September 2021	Total
Dogs running at large	20	19	18	57
Dogs: Public Nuisance	13	3	12	28
Animal neglect	1	0	1	2
Animal Abuse/Abandonment	7	3	3	13
No Dog License	7	2	11	20
Debris	3	6	4	13
Weeds	6	3	1	10
Junk Vehicle or Parts	0	0	0	0
Property Nuisance: Other	0	4	0	4
Abandoned Vehicles	16	16	39	71
Derelict Structures (Planning)	0	0	0	0
Graffiti	0	2	0	2
Miscellaneous (Litter, found property, etc.)	28	6	26	60
Kenneled Dogs (Kennel Services)	0	0	0	0
Civil penalties issued	0	0	0	0
Civil penalties amount (Collective amount)	0	0	0	0
Parking citations issued	0	2	3	5
Total Cases				285





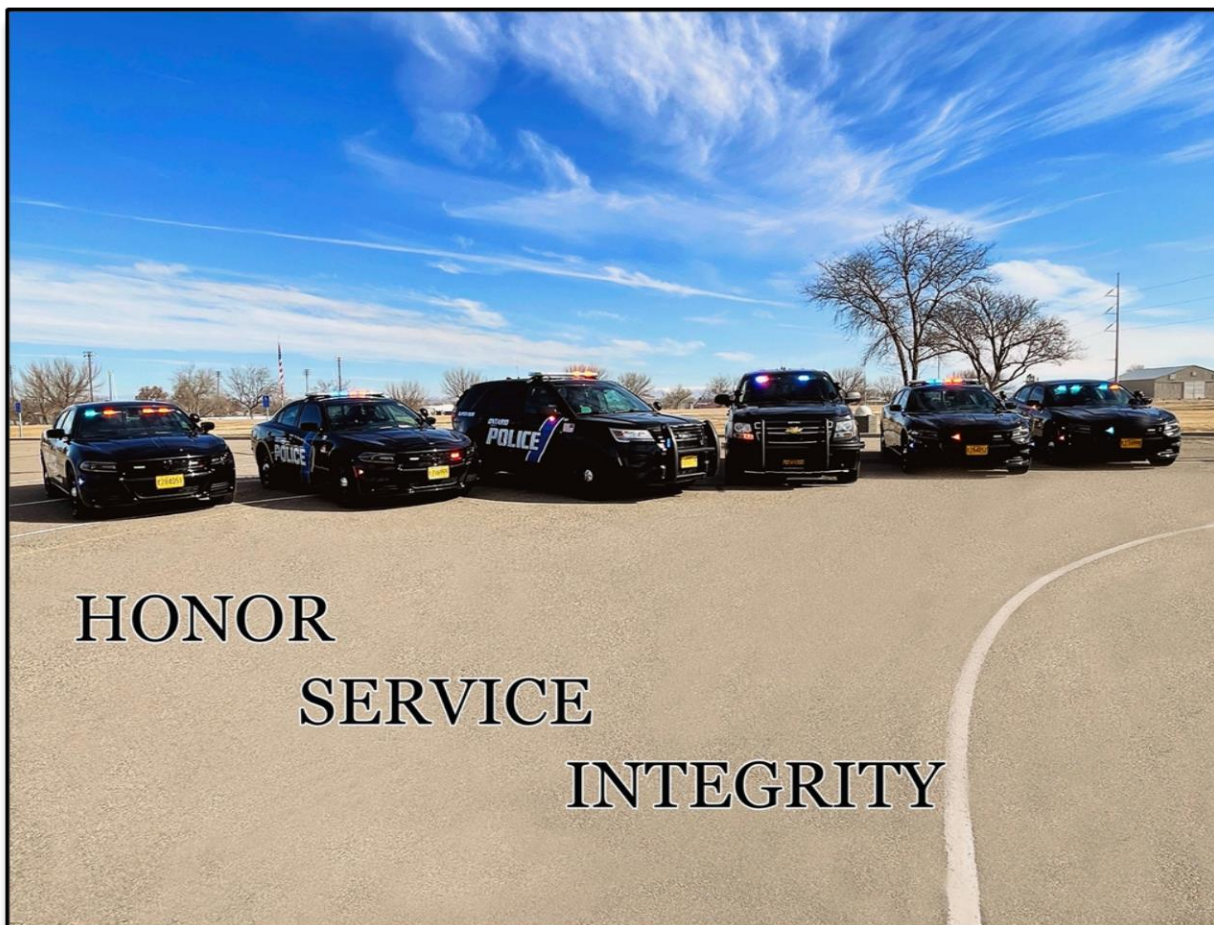
Questions or Direction?



ONTARIO
OREGON

11

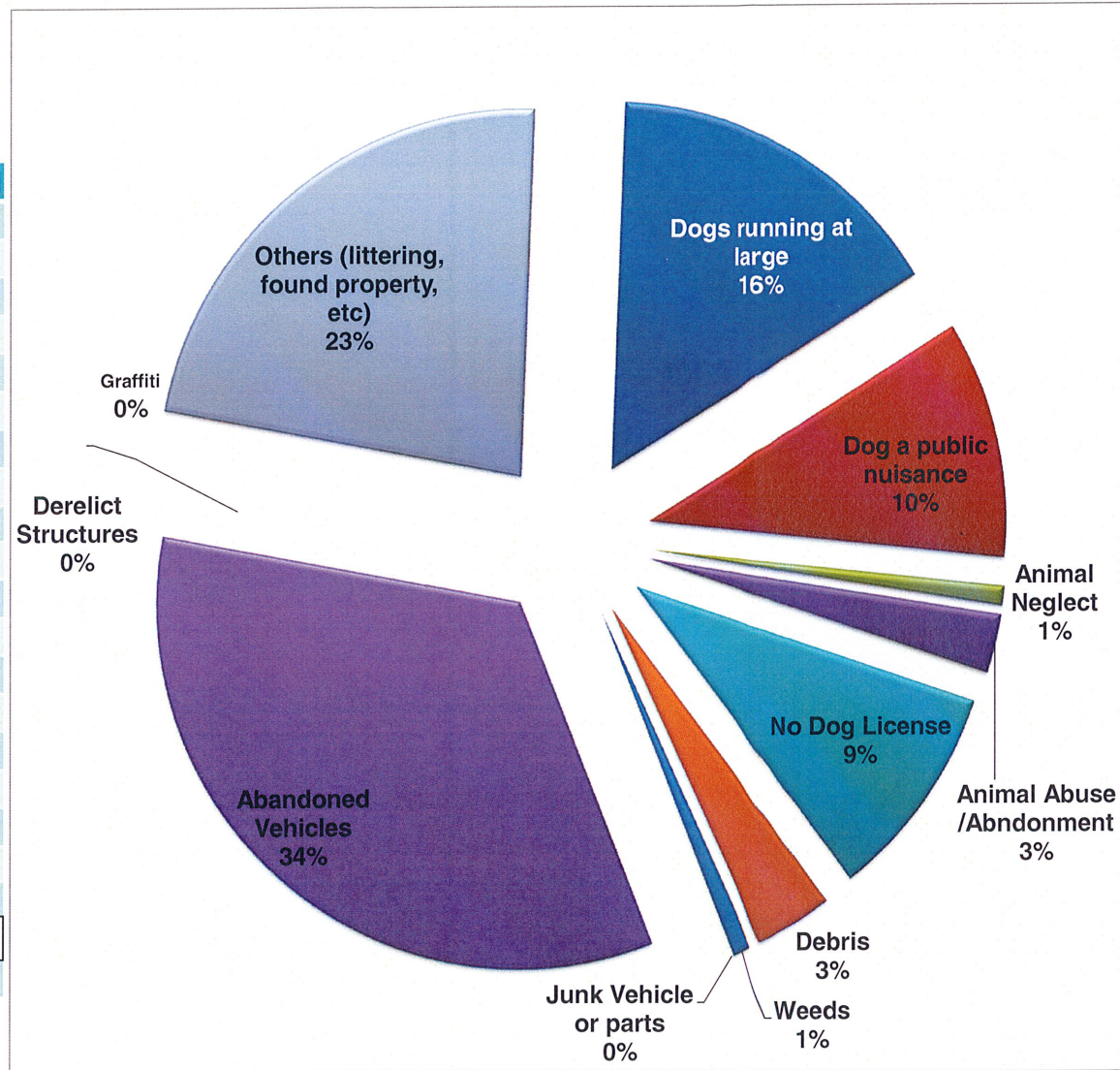
10/12/2021



CODE ENFORCEMENT

SEPT: 2021 Stats

Violation	Sep-21	Column1
Dogs running at large	18	
Dog a public nuisance	12	
Animal Neglect	1	
Animal Abuse /Abndonment	3	
No Dog License	11	
Debris	4	
Weeds	1	
Junk Vehicle or parts	0	
Other Property Nuisances		
Abandoned Vehicles	39	
Derelict Structures	0	
Graffiti	0	
Others (littering, found property, etc)	26	
Dogs taken to (Fetch This Kennel)	0	
Civil Penalties Issued	0	
C.P. Amount Sent	\$0	
Total Parking Citations	3	
Total Violations	118	
Total Cases	118	



Notes: CODE ENFORCEMENT HAS BEEN MAKING MORE VERBAL CONTACT WITH PROPERTIES THAT HAVE VIOLATIONS ABATEMENTS ARE BEING DONE /WITH NO CIVIL PENALTIES BEING SENT AT THIS TIME. CODE ENFORCEMENT HAS BEEN VERY LUCKY AND HAVE BEEN GETTING COMPLIANCE FROM THE BUISNESS AND RESIDENCE WITH CLEANING UP THEIR PROPERTIES.



Jacobs Month 2021 Report



Jacobs

Monthly Business Review

Public Works Department

Contents:

- ENGINEERING DEVELOPMENT REVIEW SUMMARY
- WATER TREATMENT PLANT AND DISTRIBUTION SYSTEM SUMMARY
- WASTEWATER TREATMENT PLANT AND COLLECTION SYSTEM SUMMARY
- OPERATIONS MAINTENANCE SUMMARY
- APPENDIX



DEVELOPMENT REVIEW

ACTIVITIES SEPTEMBER 2021

- Issued 9 ROW Permits
- Issued 9 New Addresses to new residences.
- Attended 1 PDAC meeting to discuss a new hanger.
- Attended the Jacobs monthly safety meeting.
- Multiple plan reviews for new construction
- Completion and Ribbon Cutting of SE Goodfellow St.
- Multiple construction inspections
- Continuous updating of the GIS mapping



WATER: TREATMENT PLANT AND DISTRIBUTION SUMMARY

ACTIVITIES SEPTEMBER 2021

Water Treatment Plant Lab
Cabinet upgrade Before and After



Moving Totes of Chemicals



WATER: TREATMENT PLANT AND DISTRIBUTION SUMMARY

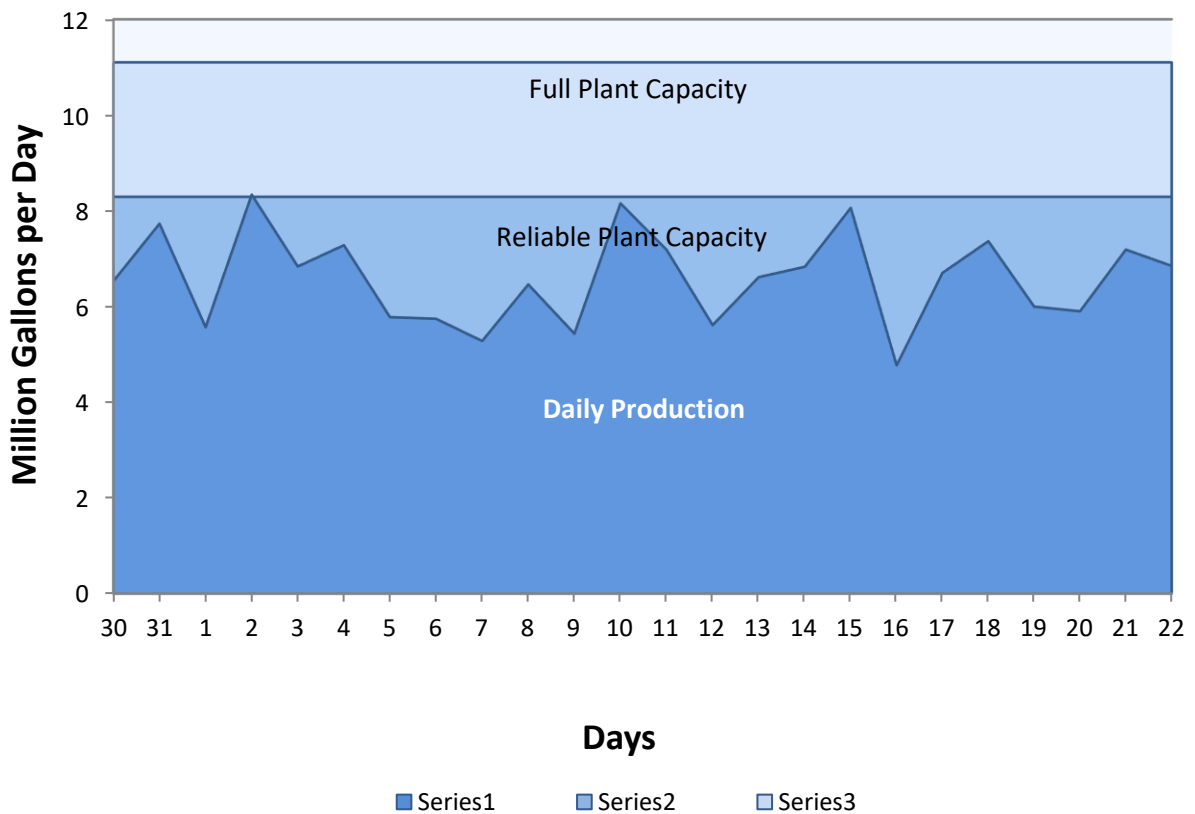
ACTIVITIES SEPTEMBER 2021

- Water treatment staff run diagnostic checks weekly
- Monthly Bacterial samples taken
- Weed control at the Water treatment plant, booster stations, well field and reservoirs
- Eastside booster station pump #2 & motor removed for service
- Crews continue to work with the Ontario Police Dept to ensure that trespassing onto the well field is at a minimum
- The installation of new cabinets and surfaces has been completed
- 73 Utility locates completed
- 24 water services turned on customer request
- 16 water services shut off customer request
- 39 water services shut off for non-payment
- 33 water services turned on for payment received
- 33 water services turned on/off read only customer request
- 16 water meters changed out for non-functioning
- 2 water meters pulled for theft of services
- 15 water services checked to verify still off from the non-payment list
- 6 water services checked for leaks customer request
- 5 water services shut off for leaks customer request
- 9 water services checked for consumption issues, high or no reading
- 1 water service turned on and verified leaks were repaired by customer
- Delivered and picked up Lead/Copper sample bottles to approved residents
- Installed 2 water services



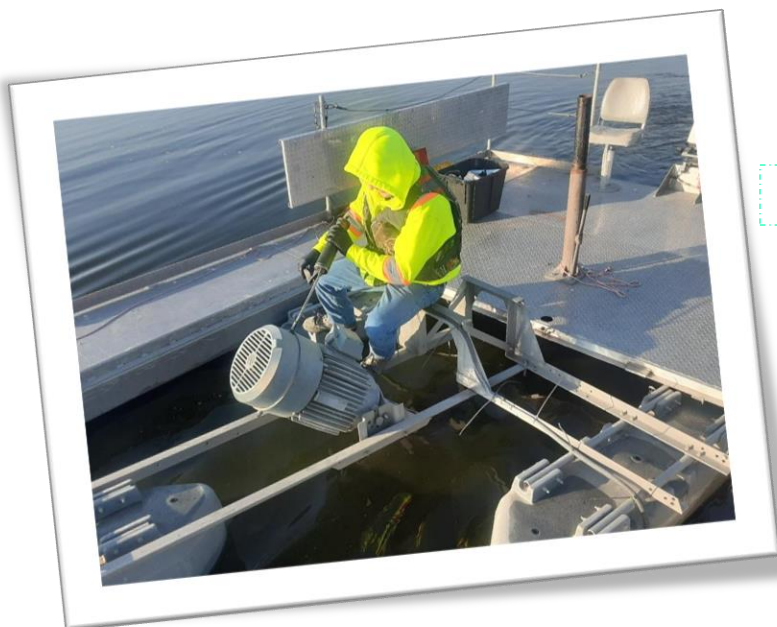
WATER TREATMENT PLANT PRODUCTION VS. CAPACITY

Aug 30 - Sept 22, 2021

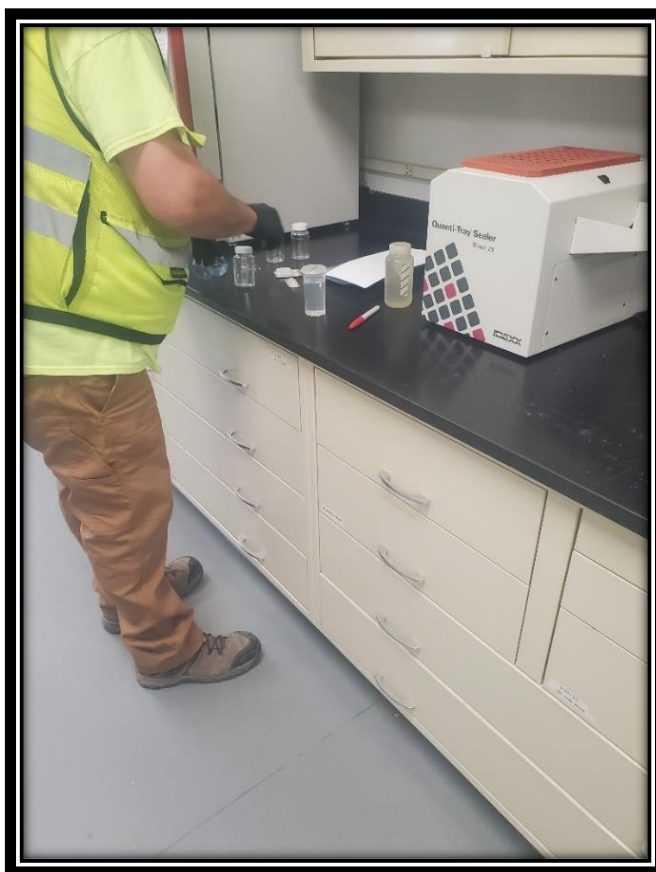


WASTEWATER TREATMENT PLANT AND COLLECTION SYSTEM SUMMARY

ACTIVITIES SEPTEMBER 2021



Aerator greasing

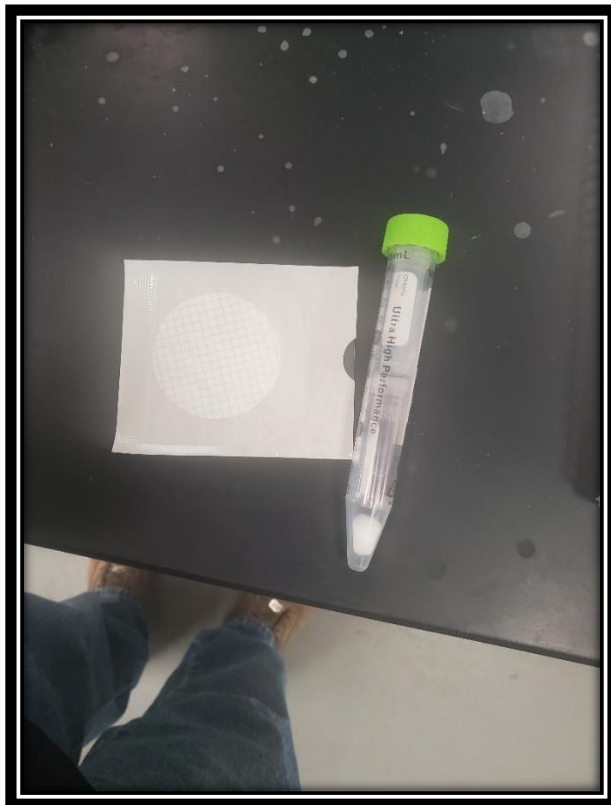


E-coli testing

WASTEWATER: TREATMENT PLANT AND COLLECTION SYSTEM SUMMARY

- All sampling per the 2019 NPDES permit have been taken
- In the process of taking OSU and ASU Covid 19 samples
- Wastewater treatment plant effluent being sent to Skyline Farms for seasonal irrigation use
- New soft start installed on Skyline pump
- Quarterly Aerator greasing and maintenance completed
- Installed new gate at skyline property
- Headworks' conveyor belt pulled and cleaned
- Pivot and Lagoon road maintenance
- Installed a temporary irrigation pump at the Malheur River pump station
- Cleaned the problem sewer sections that are checked weekly

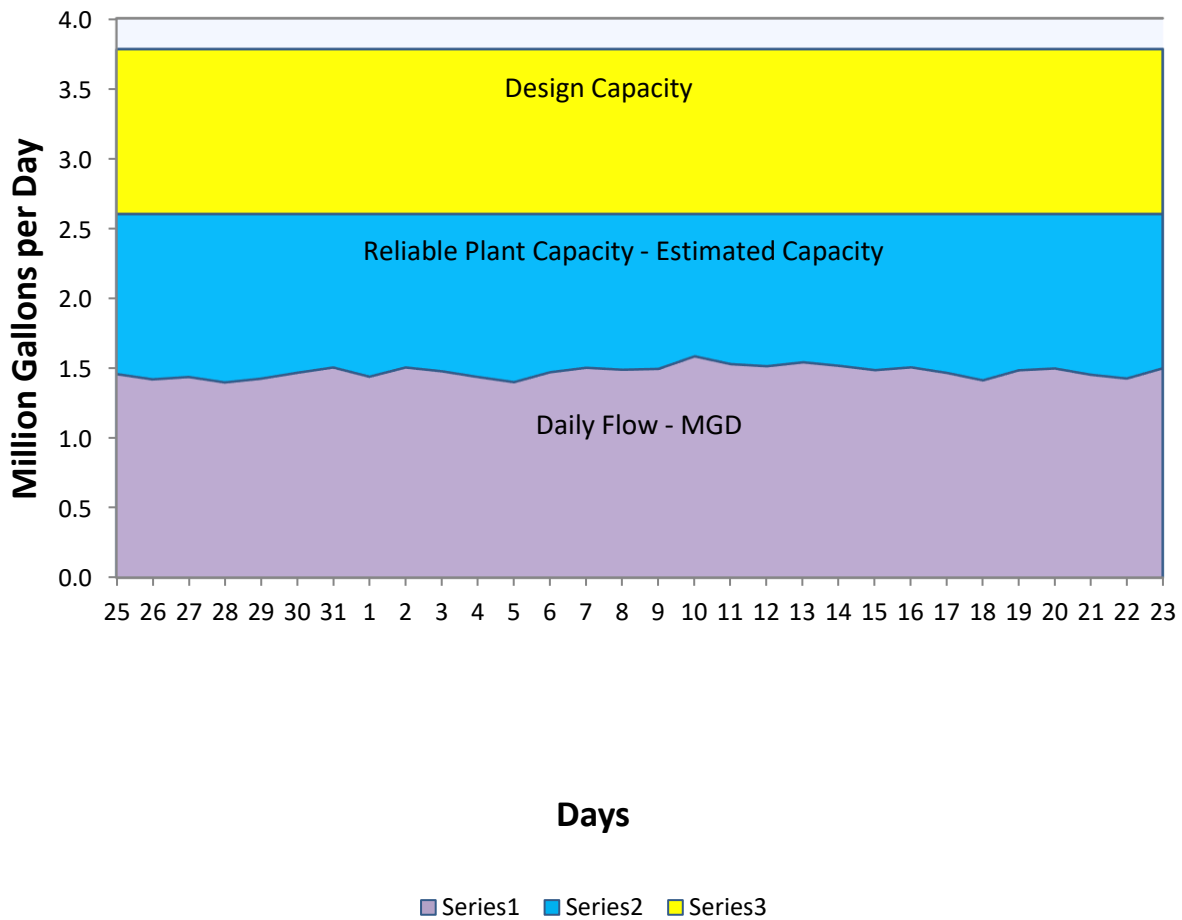
OSU Covid 19 Testing



WASTEWATER TREATMENT PLANT

ACTIVITIES SEPTEMBER 2021

Wastewater Treatment Flows August 25 - Sept 23, 2021



OPERATIONS MAINTENANCE: BUILDINGS, PARKS, CEMETERIES AND STREETS SUMMARY

ACTIVITIES SEPTEMBER 2021



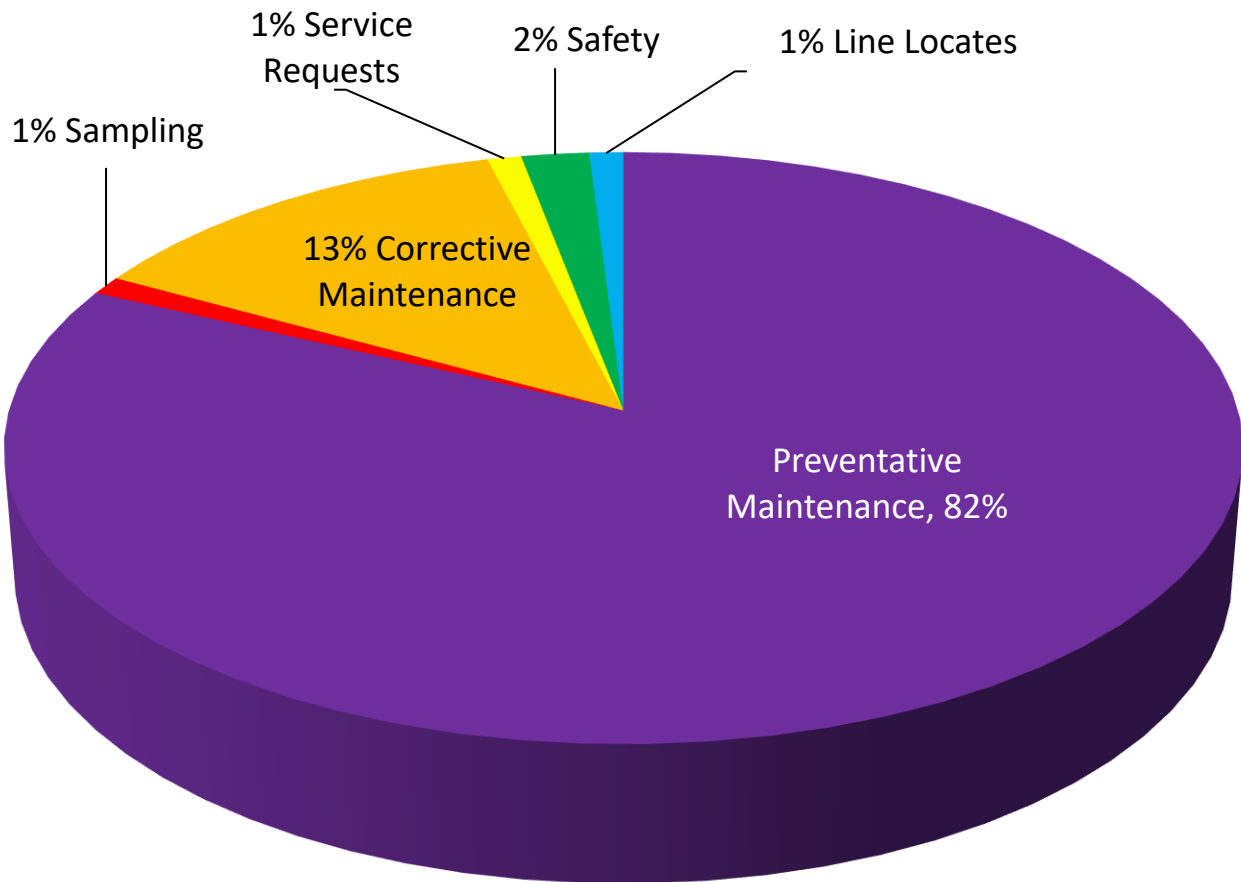
OPERATIONS MAINTENANCE: BUILDINGS, PARKS, CEMETERIES AND STREETS SUMMARY

ACTIVITIES SEPTEMBER 2021

- Continued installing thermo plastic cross walk bars
- Painting cross walk bars throughout town
- Completed yellow curb painting on the primary routes and school zones
- Sign maintenance City wide
- Continued working on the No Parking signs in the NE part of town
- Installed a rock border, stained the vertical posts and railing, and repaired damage to the roof for the Gazebo in Moore Park
- Repaired a sink hole in Waterford estates
- Installed stop signs and made traffic control changes for the opening of SE Goodfellow St.
- Repaired broken meter boxes
- Fog sealed 2 of the 3 sections that were chip sealed this year
- Trimmed and removed weeds in the City's ROW
- Closed the downtown section for the Tater Tot Festival, working with OPD to make it a safe event for all that attended.
- Assisted the CIS appraiser in looking at the City's buildings, pump stations and treatment plants.
- Youth Crew returned to work
- Idaho Power installed new power meter at Beck Kiwanis Park
- Two burials at Evergreen Cemetery
- Bids posted for sprinkler system for Evergreen Cemetery



OPERATIONS MAINTENANCE: BUILDINGS, PARKS, CEMETERIES AND STREETS SUMMARY



APPENDIX

PUBLIC WORKS DEPARTMENT

The City of Ontario Public Works Department consists of five Divisions that include Administration, Engineering, Water Treatment and Distribution, Wastewater Treatment and Operations (Streets, Stormwater, Buildings, Parks and Cemeteries). The Department has 30 FTEs (full-time equivalent) employees. This service is provided via a Public-Private Partnership with Jacobs Engineering Group, INC.

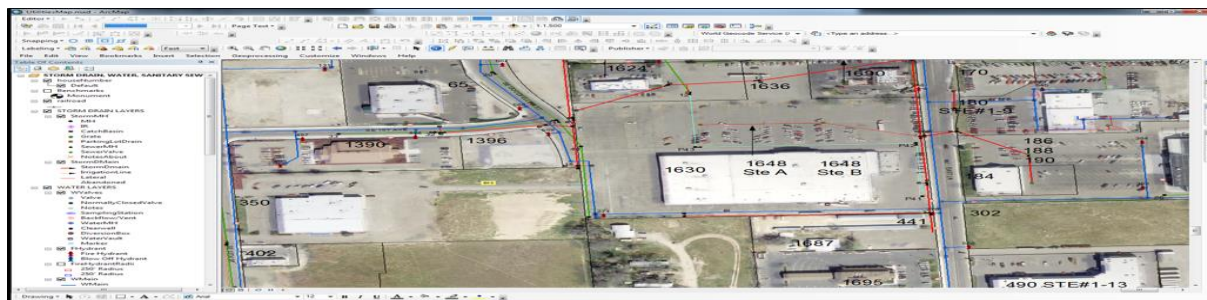
Public Works maintains a water system that complies with the EPA and Division of Health requirements. Staff also maintains the Wastewater Collection system and Wastewater Treatment facilities to meet DEQ standards. These same employees provide sewer and water line construction and maintenance to the City's transportation system (i.e.: streets, sidewalks, bicycle paths, storm-sewer systems, and other infrastructure within the City).

ADMINISTRATION

The Administration Division is responsible for the delivery of all of the contractual obligations and oversees the financial, human resource and all resource management processes. The Administrative Staff evaluate the needs for contracted services, implementing necessary service agreements, developing energy management strategies, and formulating short- and long-term programs and plans in conjunction with City Administration (City Management and City Council).

ENGINEERING

The Engineering Division Department works with other utilities, developers, and property owners in addressing utility issues, public improvements, subdivision development, local improvement districts and other municipal projects. The Department also maintains a set of Standard Specifications for providing uniform procedures for the installation. 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, and provide project management for Public Works Capital Improvement Program (CIP) project 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.

OPERATIONS MAINTENANCE

Public Works maintains more than 122 lane miles of improved streets and more than 9 miles of alleys and is responsible for resurfacing, repairing and maintaining the streets, installing and maintaining street signs and markings, tree trimming, and repairing all established pavement markings. This Division also completes excavation and repair of deteriorating streets, gravel road grading, street sweeping, crack sealing, chip sealing, snow removal and sanding during the winter months, and weed control along the alleys. Public Works assist Ontario Chamber of Commerce by placing Holiday decorations on streetlights during the season.

ONTARIO PUBLIC WORKS MAINTAINS MORE THAN 122
LANE MILES OF IMPROVED STREETS 9 MILES OF ALLEYS
CHIP SEALS LAST A MINIMUM OF 8 YEARS, AND PUBLIC
WORKS CHIP SEALS 7 MILES PER YEAR 56 MILES OF STORM
DRAIN COLLECTION LINES, AND 1,450 CATCH BASINS

As part of the annual Street Maintenance Program, crews chip seal street surfaces in the summer months to protect them from water and weather damage and to keep them in good condition. Chip seal roadway treatments help to maintain the existing pavement, delaying further aging resulting from water and

sun, and provides a moisture barrier to existing pavements by sealing surficial cracks. A chip seal application provides substantial savings to taxpayers and can last 8 to 10 years with just minimal roadway maintenance required. The city chip seals approximately 10 miles of streets per year.

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. There are two municipally owned and operated Cemeteries – Evergreen and Sunset Cemeteries. The Operations Division is responsible for the operation and maintenance of those areas. Included in their responsibilities are all municipal buildings. This includes general maintenance and repair work, the implementation of preventative maintenance programs, and the administering of service contracts (janitorial, HVAC, electrical, elevator, etc.). This division is also charged with the oversight of facility-related projects, including remodels and systems upgrades.

WATER TREATMENT PLANT

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 up-flow clarifier. The steps for treatment are flocculation, sedimentation, filtration, and disinfection, which meet the compliance of the Oregon Health Authority (OHA).

The OHA requires an operator be on duty 365 days a year. Ontario customers account for 3,845 water services, not including Snake River Correctional Institute (SRCI).

The Water Treatment Plant has a reliable capacity (capacity with the largest pump out of service) of 8.3 Million Gallons Per Day (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 MGD of that water.

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. One hundred percent (100%) 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.

Water Distribution System 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.

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.

WASTEWATER TREATMENT PLANT

The wastewater treatment plant collects wastewater from the entire city and SRCI. 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.

PUBLIC WORKS MAINTAINS 78
MILES OF SANITARY SEWER LINES
THROUGHOUT CITY LIMITS

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. 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 bar screen and one lift station from SRCI. 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.



September 2021 ACTIVITY REPORT



September 2021



Emergency Medical:

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

CITY	207
RURAL	16

4 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	25	3	1
RURAL	13	1	1

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

TOTAL CALLS FOR MONTH

CITY	232
RURAL	29

Firefighter Training:

8/31, 9/14,21 – Rapid Intervention Team operations.

9/1,7 – Audio Video systems and operation.





September 2021



Firefighter Training Continued:

9/4 – Fire Hydrant operations, flow testing and calculations.

9/14 – Ladder and Hose stream operations at the mall.

8/27, 9/10,18,24 – Pump / engineer operations.

Permits Issued:

City Open Burns 0

City Burn Barrels 0

Rural Open Burns 2

Rural Burn Barrels 0



Inspections:

8/26/21 – Emergency access and safety at Treasure Valley Mobile Home Park.

8/30/21 – Misc. Inspections

8/31/21 – Bar/Dance club 100 Block S. Oregon underground fire sprinkler hookup and test.

9/16/21 – State fire safety follow ups at MCCDC, Wellsprings, and Ashley Manor.



September 2021



Community Involvement:

9/7/21 – Fire department 9/11 picnic.



9/8/21 – Ontario Community Church's recognition meal for the Ontario Police and Fire staffs.





September 2021



Community Involvement Continued:

9/11/21 – Community 9/11

Prayer service, and VFW and American Legion Patriot Day ceremony.



Summary of Calls of Interest:

City Incidents:

8/28 2565 SW 4th Ave. Rescue 1 was called for a report of smoke coming from a business. On scene smoke was coming from an illegal burn from a residence behind the business. Occupant was informed about the burn ban and advised to extinguish the fire.

8/31 55 NE Goodfellow R1 responded to the local Dairy Queen for a smell of gas in the kitchen, on scene R1 couldn't locate any odor of gas and the Four gas meter didn't detect anything.



September 2021



City Incidents Continued:

8/31 560 SE 12th Ave. and 1108 SW 7th Ave. Rescue 1 responded to both locations for a smell of smoke and were unable to locate smoke at either location.

9/2,7 I-84 MP 375 Multiple responses to burning complaints along the freeway by homeless camp.

9/7 672 NW 2nd St. R1 responded to reports that a fence is on fire, and caller sees flames, possibly a tree or garage. Upon arrival R1 accessed the fence in the back yard through the alley. R1 extinguished the fence with tank water. An investigation was done, and information was gathered from neighbors. Transient people sleep in the alley and there is always foot traffic. A large amount of garbage was found in the same vicinity as the fire. No ignition force was found, and there was no extension to other properties.

9/8/ 383 Tori Dr. Rescue 1 was requested for a public assist. Request was made for a smoke detector sounding off. Upon arrival the Rescue used a 12' ladder to access the smoke detector. The smoke detector battery was replaced. Tested twice, no issues.

9/11 SW 4th Ave. Bi-Mart lot Rescue 1 was dispatched to a motorcycle on fire in the parking lot. Upon arrival, motorcycle was extinguished by a fire extinguisher. Motorcycle was laying on its side with fuel and oil leaking out onto the pavement. The owner put the motorcycle back up on its kick stand. We then applied an absorbent around the leak. The owner stated that the starter has been mal-functioning, and it malfunctioned to a point that fuel squirted out onto the starter and ignited, causing the fire.

9/11 1310 SW 12 Ave. R1 was called out to a fire alarm going off at Ashley manor. R1 arrived on scene with the front door open and the alarm going off. Some food in the oven had been left in there too long and burned therefore smoking the facility up. The crew used a positive pressure fan at the front door to clear the smoke and went to the alarm panel to silence and reset the alarm.

9/17 88 N. Oregon R1 responded for a commercial fire alarm. Upon arrival owner had shut off the power to the pull station. R1 found no evidence of smoke or fire. There was evidence of possible malicious activity in the area. The pull stations were unable to be reset by R1. The RP was advised to call his alarm service in the morning to fix the pull station. The individual room detectors still are working.

9/18 386 N. Verde Rescue 1 was dispatched to assist in shutting off a fire alarm that was pulled by a child. Upon arrival, the alarm was sounding throughout the building. The alarm was reset and R1 cleared.



September 2021



9/25 SE 6th Ave and SE 2nd St. Rescue 1 was dispatched for a vehicle fire. Rescue 1 arrived on scene to find a green Honda Accord parked on the south bound shoulder. Engine compartment was open and active flames were burning near the fire wall. R-1 used the booster reel to extinguish the fire, the fire was confined to the area of origin. The owner and driver stated he had recently picked up the vehicle from the mechanic, he turned on SE 2nd street and saw smoke from the engine compartment, he pulled over opened the hood and waited for the fire department, when Rescue one arrived the insulation was the only thing burning. Multiple rubber hose lines appeared to have melted but it was undetermined what ignited first.

The staff responded to 3 illegal burns besides the ones at the homeless camp.

Rural Incidents:

8/27 I-84 MP 363 Crews responded to assist TVP with a motorcycle crash outside our fire district. Arrived on scene with TVP with patient in the ambulance and we worked on the brush fire that burned approximately 1 acre. R-1 was able to make an initial attack and put a wet line around the perimeter of the fire. Shortly afterwards BLM arrived on scene with 2 brush trucks and stated an air drop of retardant was enroute. R-1 handed the fire over to BLM and we cancelled our brush trucks from Ontario fire.

8/31 3894 Alameda Rescue 1 was called to the propane tank farm for a propane leak with flames. On scene it appeared a burn off procedure was being done with no problem noted. RP was called with no response. A message was left.

9/23 I-84 MP 363 Ontario Fire was dispatched to an agency assist. Treasure Valley Medic unit was enroute to a MVA with possible entrapment, 156 Officer Benson requested a general alarm for manpower. Engine 103 and 105 responded to assist with extrication. BR 156 arrived on scene at 11:35 and requested all units to cancel.

9/23 Hwy. 20 MP 181 Ontario Fire was requested for a mutual aid assist with a motor vehicle accident extrication west of VALE. Occupants are trapped unknown details. Ontario E103 responded but was cancelled at 20/26 near Railroad. Dispatch Center advised patient was out of the vehicle.

9/24 I-84 MP 372 Rescue 1 was called to scene of small grass fire. A small grass fire was burning along the side of the freeway. About 20 feet long. No obvious start point was found. Fire was extinguished and R-1 cleared.

The staff responded this month to seven additional calls for illegal burns.



Chief Steven Romero
 Ontario Police Department
 444 SW 4th Street, Ontario, OR 97914

Police Stat Report

2021

Activity	Month of Sept						
Calls for Service	911						
Murder	0						
Manslaughter	0						
Robbery	2						
Sex Crimes	2						
Burglary	11						
Assault	12						
Arson	0						
UUMV/ Auto Theft	11						
Arrests	113						
Arrests w/Use of Force	3						
Gang related cases	3						
Graffiti	5						
Death Investigations	1						
SRO cases	19						
Thefts	68						
Traffic Stops	58						
Cited Traffic/Parking	106						
Traffic Colisions	45						
Alarm responses	28						

MALHEUR COUNTY COURT MINUTES

September 8, 2021

The regularly scheduled meeting of the County Court was called to order by Judge Dan Joyce at 9:00 a.m. in the County Court Office of the Malheur County Courthouse with Commissioner Don Hodge and Commissioner Ron Jacobs present. Staff present was Administrative Officer Lorinda DuBois. Members of the media, public and staff were present electronically. Notice of the meeting was emailed to the Argus Observer, Malheur Enterprise, and those persons who have requested notice and posted on the Courthouse bulletin board. The meeting was audio recorded. The agenda is recorded as instrument # [2021-4623](#)

PUBLIC HEARING - SUPPLEMENTAL BUDGET

Judge Joyce opened the public hearing for consideration of supplemental budget Resolution R21-30. Notice of the hearing was published in the Argus Observer. A public hearing was required as the supplemental budget will adjust the current budget fund by 10% or more of the expenditures of that fund. No public comments were received. The hearing was closed. Commissioner Hodge moved to approve Resolution R21-30: In the Matter of Fiscal Year 2021/2022 Supplemental Budget by Resolution Under Local Budget Law ORS 294.471. Commissioner Jacobs seconded and the motion passed unanimously. The purpose of the supplemental budget is to allocate Contingency Funds to MCSO Communication Center - these are holdover funds from the Homeland Security Grant for the Dispatch Center. See instrument # [2021-4624](#)

COURT MINUTES

Commissioner Jacobs moved to approve Court Minutes of September 1, 2021 as written. Commissioner Hodge seconded and the motion passed unanimously.

CROSSING PERMIT

Commissioner Hodge moved to approve Crossing Permit #26-21 for Oregon Idaho Utilities to place new fiber optic cable along Red Top Road and Syringa Road #1106. Commissioner Jacobs seconded and the motion passed unanimously. The original permit will be kept on file at the Road Department.

EOCA DUES

Commissioner Jacobs moved to authorize payment of Eastern Oregon Counties Association (EOCA) FY 2021-2022 membership dues in the amount of \$12,500. Commissioner Hodge seconded and the motion passed unanimously.

PROVIDER CONTRACT - BOYS & GIRLS CLUB

Commissioner Hodge moved to approve Provider Contract for Juvenile Crime Prevention Services 2021-2023 with Boys and Girls Club of the Western Treasure Valley. Commissioner Jacobs seconded and the motion passed unanimously. See instrument # [2021-4625](#)

MEETING PURSUANT TO INITIATIVE MEASURE NO. 23-64

The Court will hold a special meeting on Monday, September 13, 2021 at 9:00 a.m. pursuant to Initiative Measure No. 23-64 to discuss how to promote the interests of Malheur County in any negotiations regarding the relocation of the Oregon-Idaho border.

COURT ADJOURNMENT

Judge Joyce adjourned the meeting.

MALHEUR COUNTY COURT SPECIAL MEETING MINUTES

September 13, 2021

A Special Meeting of the County Court was called to order by Judge Dan Joyce at 9:00 a.m. with Commissioner Don Hodge and Commissioner Ron Jacobs present. The meeting was held electronically. The Special Meeting was held pursuant to Initiative Measure No. 23-64 to discuss how to promote the interests of Malheur County in any negotiations regarding the relocation of the Oregon-Idaho border. Notice of the meeting was emailed to the Argus Observer and Malheur Enterprise and posted on the Courthouse bulletin board and County website. The meeting was audio recorded. The agenda is recorded as instrument # [2021-4704](#). Various individuals were present for the meeting including: Administrative Officer Lorinda DuBois, Brent Grasty, Ruth Rubelt, Mike McCarter from Citizens for Greater Idaho, Nyssa City Manager Jim Maret, SREDA Executive Director Kristen Nieskens, Paul Skeen, Abbey McDonald from the Malheur Enterprise, and Larry Mayer from the Argus Observer.

Mike McCarter from Citizens for Greater Idaho: Thank you very much and good morning Judge Joyce and Commissioners Jacobs and Hodge. As you know, in May of this year Measure 23-64, an initiative ballot measure was passed by the citizens of Malheur County requiring the County Court to meet regarding relocation of the Oregon Idaho border and/or promoting the issue. A lot has happened since May and Move Oregon's Border or Greater Idaho is moving forward. We've got seven counties that have passed similar measures. And we are working with both the Idaho Legislature and the Oregon Legislature to bring this into a discussion mode at their level. In the meantime, we feel that a measure like this is extremely important at the county level, because it gives an opportunity to the counties to kind of get a head start, that when negotiations start, and I believe that they will at some point, as to how in-depth they'll be I'm not sure. But when they do start, I think it's important that the counties have an idea of the important issues that affect their county that want to be brought up in these negotiations. Now you as a County Court, you guys I'm sure have your hands full with all the things that are changing around from a state level, from a COVID level, from a county level. And of course, the citizens hold you guys accountable to run the operation, to run the county's operation, and make sure that their best interests are looked out for. So, I'm not going to propose what I think that you might be looking at as important issues. Looking at it from somebody who lives over in Deschutes County, I'm not over in the Ontario- Vale area that often. Looking over at the Ontario area, I know that water is always a big issue that's going on. The marijuana issue is a big deal. I would think probably the prison issue because you have a very large prison in your county over there, and how all these things take place. But that's the importance issue that we think about with the County Commissioners, to take and look at these issues or even have a list of these issues. Crook County has started a committee to delve into the comparisons and some of the problems. If and when a border change takes place, it's going to be a complicated process; there's going to be a lot of steps involved; a lot of things are going to be talked about. I don't know, or I don't think we know of everything that's going to need to be talked about because it's setting some groundbreaking issues there. Borders have been changed in the past, but not to the extent that we're talking about right now. Where you can help with this particular issue is really in your particular comments up to your state representatives and your state senator. To make sure that it's taking place in the legislature, because we know that even if every one of the counties voted in favor, it has no leverage on the legislature, because that's where it has to take place. So, our push is to get people talking about it, to get the discussions going. And hopefully at that point then we roll in, or you roll in those particular issues that are important to the County. Can I answer any questions for you about where we are going? And we're continuing with more counties - we've got Klamath County coming up in an election next Spring, Harney County's voting in November of this year. It looks like Douglas County will be voting next Spring on it, and potentially Josephine County, and we're continuing to move forward. We also have initiated a very expensive project on our side to put together a, we've potentially set up a contract with a company to do an economic impact study of what a move like this would do for both Oregon, rural Oregon counties and Idaho. And that's the meat and potatoes, that's where the bottom line sits there, and so, that's how we're working forward.

Judge Joyce asked if there was an estimated timeline. Mr. McCarter said the timeline was pretty flexible as it depends upon the legislatures taking it up and talking about it, and any legal procedures that need to be done either in Idaho to accept land or Oregon to release land to Idaho. Citizens for Greater Idaho would like to see some action take place within the next three years.

Commissioner Jacobs asked if Douglas County had previously voted on the matter and what other counties have previously voted on the matter. Mr. McCarter explained that last Spring they were 30 signatures short of qualifying the measure for the November 2020 ballot; as such, Douglas County Commissioner's put it on the ballot as an advisory vote. Enough signatures have now been gathered to place the proposed measure before the voters. Of the rural Oregon counties, other than Jackson County, Douglas County is the largest county out there so it required over 3300 signatures just to get it on the ballot. An advisory vote was done in November 2020 and 61,000 people voted on the issue; the advisory vote was 35,000 No and 26,000 Yes. The effort is not corporate or politically supported; it is Rural Oregonians financially supporting this issue and now the message is out there and the people are starting to respond. This is not a succession vote, it is a vote to start looking into the process, to start delving into it ahead of time. The decision was made in the beginning to take it county-by-county because if the county citizens weren't interested in looking into an issue like this then why even work at it. The May 2021 vote on average was 62% of the people across the five counties that were up for election on this measure voted positively on it.

Brent Grasty: Good morning, my name is Brent Grasty, I'm a local, I was born here, I just want to go on the record in opposition to the action, and I completely support and respect the results of the election in May, that question was - carry on the discussion. I think we should go forward with working through that, taking comments, but I want to see an end point to this, where we reach that point without belaboring the investments and the time of our elected officials and our public with developing a proposal that has an inordinate number of challenges and reflects more of splitting up the state than it does about working together to solve problems. I don't know if the Court can address this, or if you can Mike, but help me, check me where I'm wrong on this. This would take a majority of each of the state's legislatures, so Idaho and Oregon would have to support it in a majority, or is that a super majority - that's the first question. Then, if there's a majority in both states, then it would go to Congress for both houses and then signed by the President. Am I off on either of those.

Mike McCarter explained that yes it does require both the Oregon and Idaho legislatures to come together to form a compact or an agreement. Once the agreement is processed and/or any potential money exchanged, then it goes to the government to approve that agreement; in this particular case Oregon and Idaho agreeing to a compact like this and then it goes to the US Congress to be approved. It doesn't add new senators, it doesn't change the mix necessarily in either the House or the Senate at the US level.

Brent Grasty asked if it was a majority or a super majority, a two-thirds majority in each of the legislatures and congress. Mr. McCarter said it is just a majority vote in both the US House and the Senate.

Mr. Grasty commented that previous boundary adjustments in history we're not politically motivated, rather they were managerial or administrative. Mr. Grasty also suggested the County keep track of how much investment it makes in this matter.

Written comments were also submitted by Brent Grasty, see instrument # [2021-4706](#)

Commissioner Jacobs commented that this is a process set up so that people can voice their opinion and discussions can take place to determine what people want to do.

Jim Maret: The only comment that I would make is that the voters of Malheur County voted to do this and I think as a County Court you're doing a great job, we're doing what the voters have asked. I'd just like to see this through to see what happens. I think it's a great idea. I think that your 100% spot on Mr. McCarter, when you say that the Oregon legislature does not listen to this side of the State, we don't have enough representatives there, we have some great representatives within our State that are from this side, but it's a minority, and so we kind of get ran over on this side of the State and so even if it's just a matter where the State actually starts to listen to us we've accomplished some goals and I think that's the key. Whether this works or not we're going to have these meetings and continue to try and go forward. I think that's a very important point here and hopefully the State will take it seriously. Hopefully our votes will start to count a little bit more than what they do right now. So anyway, that's all I have, thank you. I appreciate everyone that's in the audience and all the comments.

Paul Skeen: Thanks for having us and I hope I can keep all my thoughts together. Everything people have said is probably all true. I do worry that we're trying to bite the whole elephant at one bite, and there is a lot of people, especially in the farming sector of the Treasure Valley that is working their way into Idaho. Some of my partners in packing facilities have had to move and I will have to move if we don't get something done. I own about 1000 acres, and on the record, if you'll look it up, Oregon has the highest death tax in the nation, tied with Massachusetts and it's a million for me and a million for my wife and after that it's 16%. So when you take farmland that you're trying to keep in the family, it just doesn't work and so I've done a lot of talking through the years, I'm the union president for Malheur county and we need to do something and I don't think it's going to get done in Salem, I'd love to say it is, but I don't think it's going to get done in Salem. In talking with some of my friends over on the Idaho side that are the majority leader in the House, the assistant majority leader, and Chuck Winder on the Senate side, they're ready and raring to take on, whether it be the Treasure Valley or maybe even Malheur County, but I worry that we're just trying to bite off more than we can chew to begin with. And the Treasure Valley, if you went back into the 1800's and bridges weren't a problem, the Treasure Valley would be in Idaho, or the same time zone or the same shopping centers. Our beliefs in Malheur county are very similar to those of Idaho; so, I was talking to one of them just this last week and he said, so do we need to give a situation together where we approve you before you even get approved? And I said, no, I don't think that's how it works. But they seem excited to do something. I worry that we're trying to bite off too much at one time. Again, I guess I've said that about three times. I wish things would change in Oregon. Some of you are all old enough that you remember when we used to have two Republican senators, a Republican governor, and life was a little better as far as rules and regulations. We absolutely have no voting power here whatsoever, and they know that and they treat us accordingly. And that's what's sad. Anybody got any questions for me on what we're doing? One of the things that we struggle with a little bit is the onion industry in this valley is divided by the Snake River, and so we have the Idaho Onion Growers Association, and the Malheur County Onion Growers Association. We have to have two separate boards; my board fights on defense constantly trying to stop things that are getting shoved down our throat from Salem; and Idaho meets once or twice a year. And so I see, the joke is, I see the good-looking gal over on the other side of the river and I've got....well, I'll leave that, I'll let you guys figure out what I was going to say. It's a fight for us non-stop. I never play offense, all I do is play defense in this situation with Salem.

Jim Maret: If I can comment, I'm going to tell you the city, that's all we do is play defense with the State all the time.

Paul Skeen: I know you all personally and I appreciate everything that you guys do. You know, it has nothing to do with this, but the deal at Cairo, that's getting shoved down our throats and when we can't find truck drivers, we're going to have tipped over trucks, that's what's going to happen when you put somebody in that doesn't know what they're doing. It's not like we've got CDL's around here. You can go 150 miles without having a CDL, but that's another story, that's just an example of how we can't stop anything.

Mr. McCarter commented that 78% of Oregon's population is in northwest Oregon - in the Willamette Valley, and for the most part they're dealing with their issues over there and they don't even stop and consider what's going on in rural Oregon and how that's affecting us over there.

Mr. Skeen reiterated that he thinks we need to bite off a little bit to begin with and see how it works, and then move on. Mr. Skeen believes Idaho will support it if it's not too big. Mr. McCarter explained that the reason the rural Oregon counties were chosen is that there needs to be enough people speaking out and enough state representatives trying to move it forward in the legislature.

Written comments were submitted by Ruth Rubelt: I want to encourage our Commissioners to take this seriously and with open minds. I do not want to move from Oregon, but as we are not represented well by our Governor or many of the other politicians, we find there are not many other options, but moving or changing the state lines and becoming a part of Idaho, which does a better job of representing all of their constituents. We have tried and tried, and continue to do so, to get our politicians to realize

that we do not all live one way. Rules/laws/regulations for some areas, make no sense in other areas. We have a right to be represented properly. See instrument # [2021-4705](#)

The next meeting will be the second Monday of January 2022.

ADJOURNMENT

Judge Joyce adjourned the meeting.

MALHEUR COUNTY COURT MINUTES

September 22, 2021

The regularly scheduled meeting of the County Court was called to order by Judge Dan Joyce at 9:00 a.m. in the County Court Office of the Malheur County Courthouse with Commissioner Don Hodge and Commissioner Ron Jacobs present. Staff present was Administrative Officer Lorinda DuBois. Members of the media, public and staff were present electronically. Notice of the meeting was emailed to the Argus Observer, Malheur Enterprise, and those persons who have requested notice and posted on the Courthouse bulletin board. The meeting was audio recorded. The agenda is recorded as instrument # [2021-4816](#)

PUBLIC HEARING - SUPPLEMENTAL BUDGET

Judge Joyce opened the public hearing for consideration of supplemental budget Resolution R21-31. Notice of the hearing was published in the Argus Observer. A public hearing was required as the supplemental budget will adjust the current budget fund by 10% or more of the expenditures of that fund. No public comments were received. The hearing was closed. Commissioner Jacobs moved to approve Resolution R21-31: In the Matter of Fiscal Year 2021/2022 Supplemental Budget by Resolution Under Local Budget Law ORS 294.471. Commissioner Hodge seconded and the motion passed unanimously. The purpose of the supplemental budget is to allocate additional Cash on Hand, an amendment to the Boat License Grant, and the sale of equipment in the Boat License Fund that was not anticipated when the budget was adopted; the funds are to be used to purchase a new Forward Helm Patrol Boat. See instrument # [2021-4817](#)

COURT MINUTES

Commissioner Hodge moved to approve Court Minutes of September 8, 2021 as written. Commissioner Jacobs seconded and the motion passed unanimously.

SPECIAL MEETING MINUTES

Commissioner Jacobs moved to approve meeting Minutes of the Special Meeting held on September 13, 2021. Commissioner Hodge seconded and the motion passed unanimously.

CROSSING PERMITS

Commissioner Jacobs moved to approve Crossing Permit #27-21 for Idaho Power Company to install two poles on the east side of Desert Glen Road #1058; and Crossing Permit #28-21 for Cascade Natural Gas's contractor crew to perform work at the entrance of Fisher Mobile Home Court on Park Avenue #768. Commissioner Hodge seconded and the motion passed unanimously. Original permits will be kept on file at the Road Department.

CHECK REGISTER

Commissioner Hodge moved to approve the Accounts Payable Book for July and August 2021. Commissioner Jacobs seconded and the motion passed unanimously.

ROAD ACCEPTANCE- NAGAKI

Commissioner Jacobs moved to accept road dedication of a portion of Cherry Road and Holly Road on Scythe & Space Partition Plat #21-18 (property owner is Nagaki Farms, Inc.) nunc pro tunc to September 8, 2021. Commissioner Hodge seconded and the motion passed unanimously. (This plat replaces Plat #21-15 signed on September 1, 2021; recorded as instrument # [2021-4424](#)) See instrument # [2021-4631](#)

RESOLUTION - DECLARING LOCAL STATE OF EMERGENCY

Judge Joyce read by title only Resolution No. R21-32: Resolution Declaring a Local State of Emergency Within Malheur County Due to Foreseeable Inadequate Staffing Necessary to Provide for Basic Needs of Health, Public Safety, and Critical Infrastructure. Commissioner Jacobs expressed support for the resolution due to the potential effects the vaccine mandate may have in the county. Commissioner Hodge noted conversation with others about elective surgeries not being performed, nursing staff shortages, and substitute teacher shortages. Judge Joyce noted concerns of losing volunteer staff for Jordan Valley Ambulance, as well as concerns of insufficient staffing for the jail and dispatch center. Commissioner Jacobs moved to approve the Resolution. Commissioner Hodge seconded and the motion passed unanimously. See instrument # [2021-4818](#)

Paula Olvera explained she lives in Idaho but works in Oregon and is under the October 18th vaccination deadline and inquired as to what the process is after signing of the resolution.

ARCADIA INDUSTRIAL PARK SUBDIVISION

Commissioner Hodge moved to execute the Arcadia Industrial Park Subdivision Plat; Declaration of Restrictive Covenants Governing Industrial Park, Specifically Lots 1,3,4 and 5, Located within the Arcadia Industrial Park Subdivision Plat; and Road Maintenance Agreement for Lots Located within the Arcadia Industrial Park Subdivision. Commissioner Jacobs seconded and the motion passed unanimously. Lot 2 of the subdivision plat will be sold to the Malheur County Development Corporation for the Treasure Valley Reload Center; Lot 3 is subject to negotiated terms with the Farmers; Lot 6 is not part of the Industrial Park and is zoned Exclusive Farm Use and will continue to be farmed. The State of Oregon Infrastructure Finance Authority of the Business Department has consented to the subdivision plat and that affidavit will be included in the recording of the subdivision plat. See instrument [2021-4832](#); [2021-4833](#); and [2021-4834](#)

SHERIFF WOLFE

Sheriff Wolfe inquired as to the status of hearings for an ordinance declaring a second amendment sanctuary. Staff is working on scheduling the hearings in the next few weeks.

COURT ADJOURNMENT

Judge Joyce adjourned the meeting.

MALHEUR COUNTY COURT MINUTES

September 29, 2021

The regularly scheduled meeting of the County Court was called to order by Judge Dan Joyce at 9:00 a.m. in the County Court Office of the Malheur County Courthouse with Commissioner Don Hodge and Commissioner Ron Jacobs present. Staff present was Administrative Officer Lorinda DuBois. Members of the media, public and staff were present electronically. Notice of the meeting was emailed to the Argus Observer, Malheur Enterprise, and those persons who have requested notice, and posted on the Courthouse bulletin board. The meeting was audio recorded. The agenda is recorded as instrument # [2021-4909](#)

2021-2023 COMMUNITY CORRECTIONS PLAN

Community Corrections Lieutenant Jim St. Michell met with the Court and presented the 2021-2023 Community Corrections Biennial Plan and the IGA with the State for the program. Lieutenant St. Michell reviewed the biennial budget, explained that due to legislation changes supervision fees will no longer be collected, noted the vacant work crew coordinator position had been filled, and answered questions from the Court members.

Sheriff Brian Wolfe explained that there are 17 counties in the State that oversee community corrections programs and the remainder is under the direction of the State of Oregon.

Commissioner Hodge moved to approve the 2021-2023 Community Corrections Biennial Plan; and Intergovernmental Agreement #6171 between the State of Oregon through Department of Corrections and Malheur County. Commissioner Jacobs seconded and the motion passed unanimously. See instrument # [2021-4912](#) for the Biennial Plan. A copy of the IGA will be returned for recording.

COURT MINUTES

Commissioner Jacobs moved to approve Court Minutes of September 22, 2021 as written. Commissioner Hodge seconded and the motion passed unanimously.

LEASE - CITY OF VALE

Commissioner Hodge moved to approve Fourth Amendment to Lease Agreement between City of Vale and Malheur County for Use of Vale City Hall which was Recorded with the Malheur County Clerk as Instrument Number [2020-4199](#); First Amendment Recorded as Instrument Number [2020-4956](#); Second Amendment Recorded as Instrument Number [2021-0746](#); and Third Amendment Recorded as Instrument Number [2021-3759](#) nunc pro tunc to September 28, 2021. See instrument # [2021-4897](#)

DETENTION AGREEMENT - CANYON COUNTY

Commissioner Jacobs moved to approve Memorandum of Agreement between County of Malheur, State of Oregon and County of Canyon, State of Idaho. Commissioner Hodge seconded and the motion passed unanimously. The agreement is for juvenile offenders under the jurisdiction of Malheur County to be temporarily housed at the Canyon County Detention Center. A copy will be returned for recording.

AMENDMENT - ODOT (OREGON DEPARTMENT OF TRANSPORTATION) AGREEMENT #33428

Commissioner Hodge moved to approve Amendment Number 2 to ODOT Grant Agreement No. 33428, Capital, Operating, Planning 5311. Commissioner Jacobs seconded and the motion passed unanimously. The termination date is extended to June 30, 2022; and Exhibit A is deleted and replaced with the Revised Exhibit A in the amendment. A copy will be returned for recording. An amendment to the sub-agreement with Malheur Council on Aging & Community Services will be prepared. (Original grant agreement is recorded as instrument # [2019-2031](#) and original sub-agreement is recorded as instrument # [2019-2101](#).)

VETERANS TRANSPORTATION GRANT

Commissioner Jacobs moved to approve State of Oregon, Oregon Department of Veterans' Affairs 2021-2022 Transportation of Veterans in Highly Rural Areas Grant Agreement - Malheur County. Commissioner Hodge seconded and the motion passed unanimously. Grant funding is not to exceed \$45,000 for the period of September 15, 2021 through September 14, 2022. Malheur Council on Aging and Community Services (MCOA&CS) will provide the transportation services. A copy will be returned for recording.

LIQUOR LICENSE APPLICATION

Commissioner Hodge moved to recommend that the Oregon Liquor Control Commission (OLCC) Liquor License Application for Jimmy Simpson, Janice Simpson, and Tyler Simpson(Applicant)/Owyhee Grocery (Business Name/Address: 2499 Hwy 201, Nyssa) for Limited On-Premises be denied. Commissioner Jacobs seconded and the motion passed unanimously. Per Malheur County's Building Official, Owyhee Grocery is currently not in compliance with the County's building code or the Oregon Structural Specialty Code, including but not limited to non-approved construction, failure to obtain proper permits and inspections and occupancy without a Certificate of Occupancy.

COURT ADJOURNMENT

Judge Joyce adjourned the meeting.

**Jacobs****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.

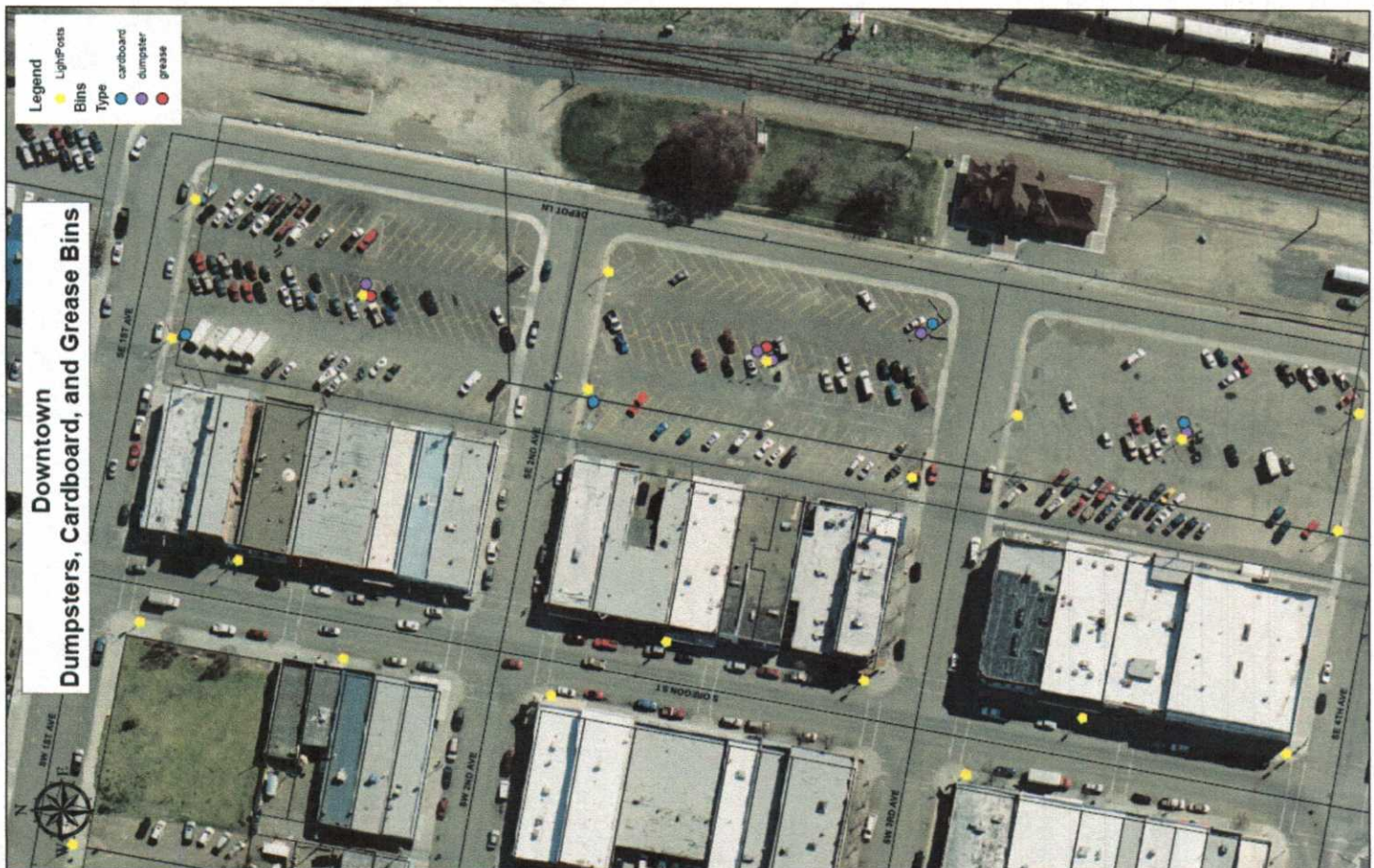
DISCUSSION ITEMS

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.

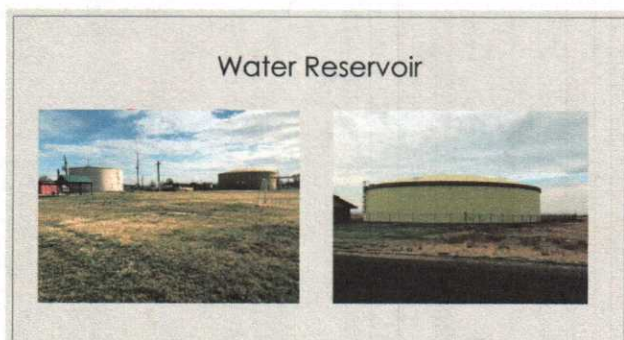
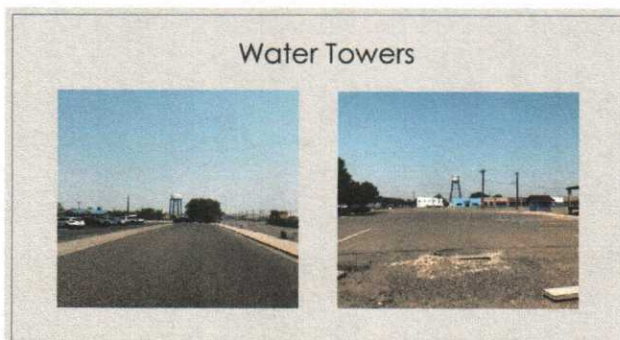
(Continued discussion, stories, and previous experiences.)

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.

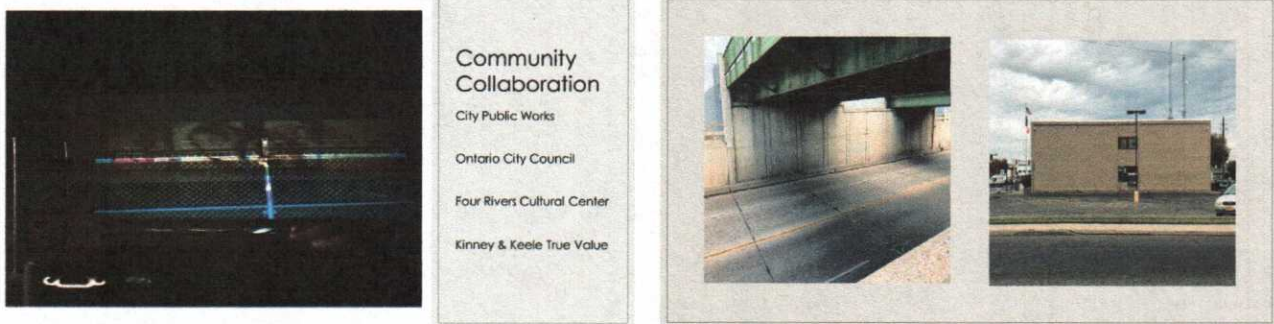


I was hoping to do some murals and/or collaborate with other artists in the area as we have a couple murals in Ontario on a couple businesses. I've done some of the groundwork and hoping it could be a collaborative effort between the Four Rivers Cultural Center as they have a multitude of photos. It 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.



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.

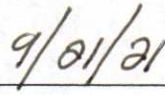
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APPROVED:



Signature



Date

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



PUBLIC WORKS COMMITTEE MEETING MINUTES

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

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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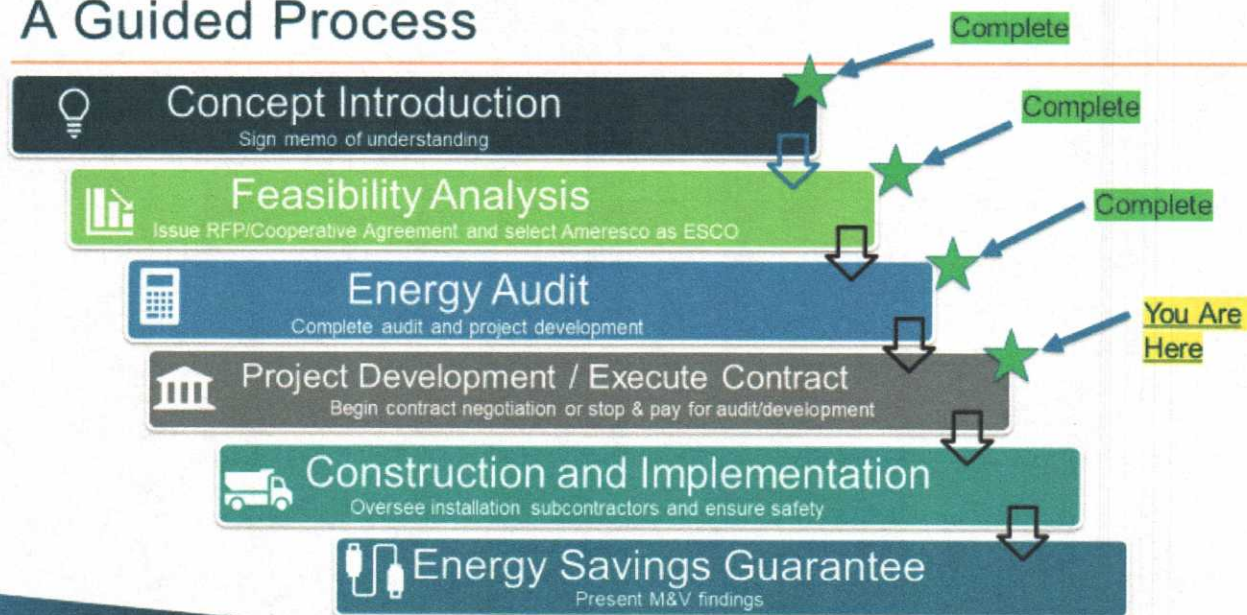
LI – As Paul mentioned Ameresco is an Energy Services Company, that means that we retrofit projects, upgrades to your facilities, your systems, your equipment that are typically year-round energy and operational savings. We were selected early last year, early 2020 so, we've been working on this project 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.

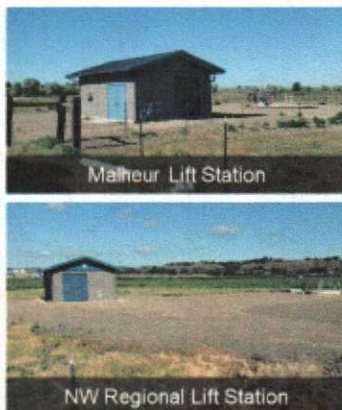
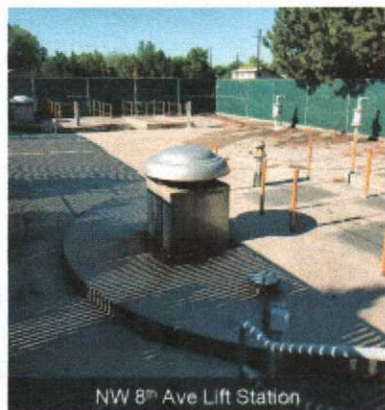
BB – So basically, you're going to complete these and rely on the savings from those... I guess what I am trying to understand is this is a Phase 1A because the City is paying for all of this. You're capturing some savings by doing these projects but you're using General Fund to do it?

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.

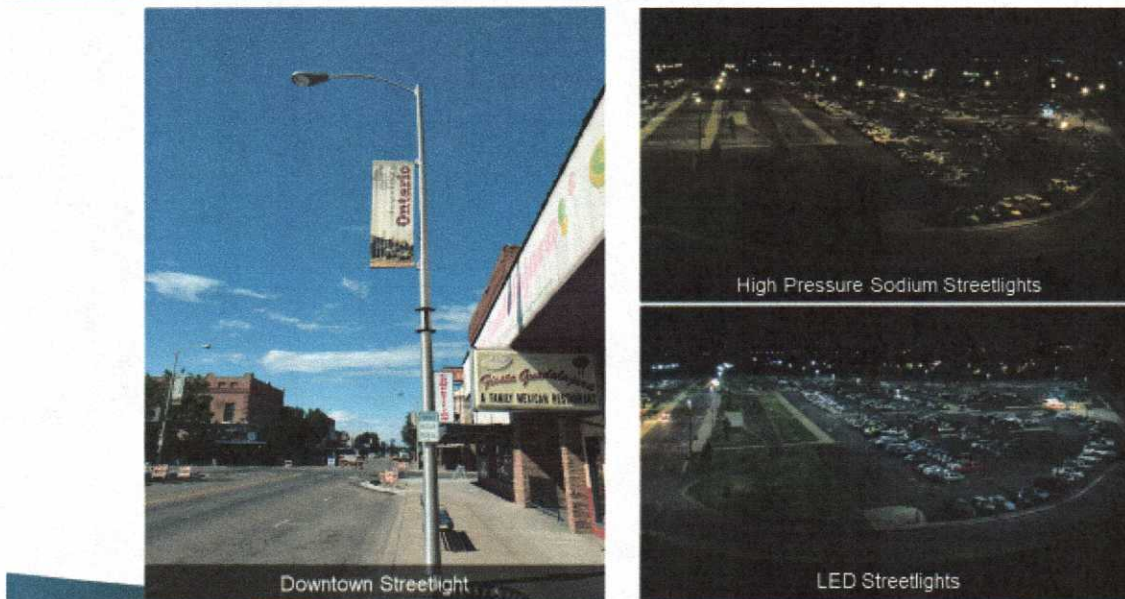
BB – Yea, they are at least 40-60% more efficient.

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*).



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 - Maxium 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.



Thank you

Lonn Inman
Project Developer
Ameresco
1810 E. Schneidmiller
Suite 321
Post Falls, ID 83854



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).

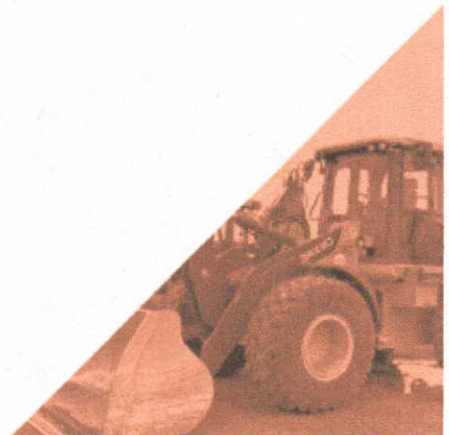
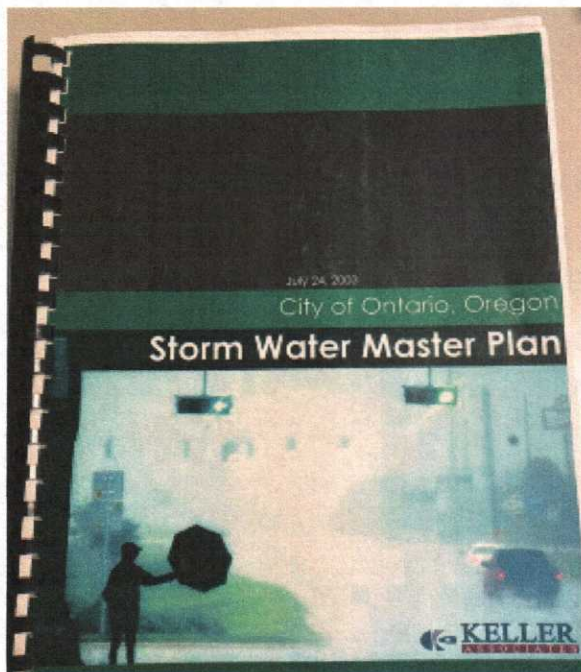
DISCUSSION ITEMS

Storm Water Master Plan –

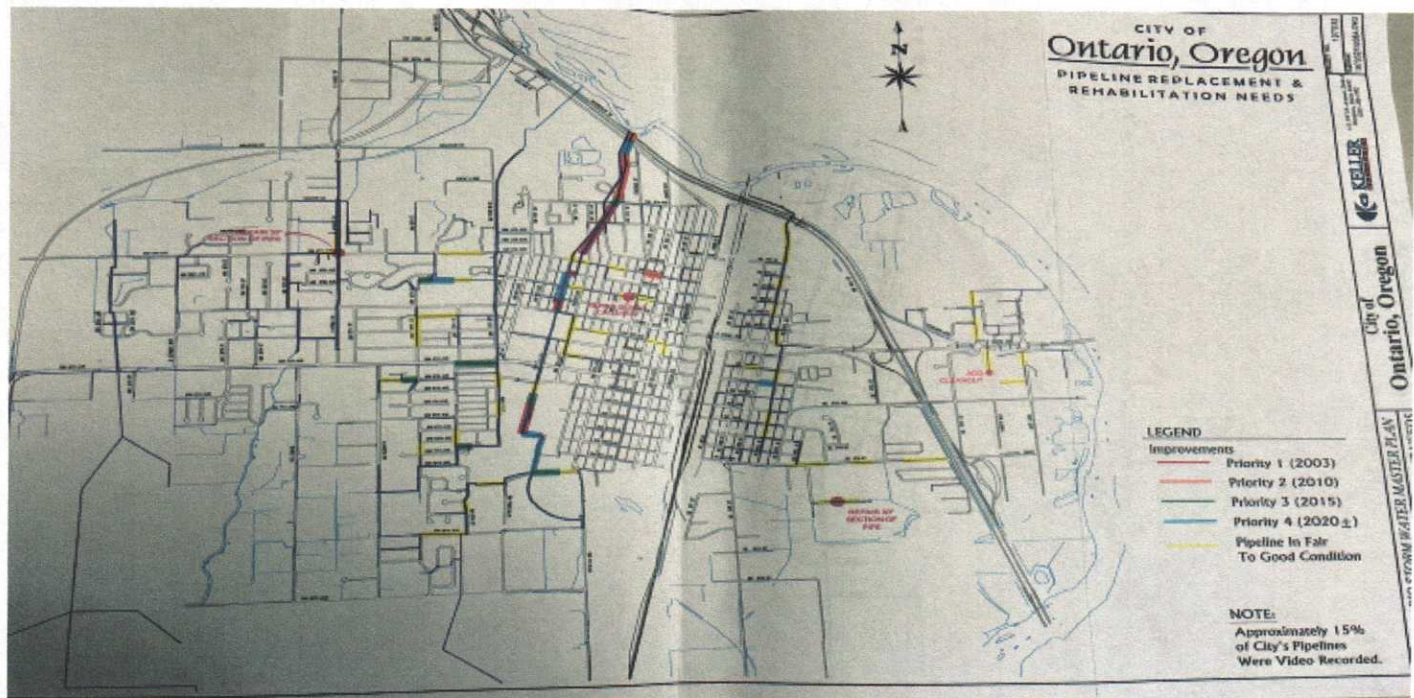
PIW – We had an opportunity last Sunday to view first had the performance of our storm water system in town. Some people had some question and were asked some questions by the City Council and thought this would be a good opportunity to revisit that here. Just from a discussion standpoint.

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	\$1,456,200
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
HFF Basin:	Correct reverse grade on SE 4 th St. between SE 4 th Ave and SE 5 th Avenue	\$14,000
Verde Street Basin:	Replace 30" Collapsing Pipe Section at Verde and NW 4 th Avenue	\$3,040
Knart Basin:	Add Cleanout south of ODOT office on SE Kendall Road	\$2,000
	Upsize 15-inch along East Ln and north of Knart/Frase Parking	\$67,350
Miscellaneous Basins:	Replace 30-ft section of concrete pipe on SE 11 th Avenue	\$4,375
	Miscellaneous Smaller Sedimentation Basins/Structures	\$20,000
	Kendall Pt 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.	\$37,380
	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.

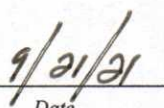
ADJOURN 4:23 PM

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)