

**PUBLIC WORKS COMMITTEE MEETING MINUTES**

Tuesday, December 21, 2021, 3:00 p.m. MT

The scheduled meeting of the Public Works was called to order by Chairman Bernie Babcock at approximately 3:04 p.m. on Tuesday, December 21, 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, Al Cablay, Shawn Moffitt, Casey Mordhorst, Suzanne Mulvany, Al Haun, Robert Crites, Adam Brown, Kari Ott, May Swihart, and Jason Miller, Argus Observer.

The press was notified; this Agenda was posted on December 16, 2021. Copies of the agenda and minutes are available at the Public Works Headquarters and on the city's website at www.ontariooregon.org.

ADOPTION OF MINUTES – SEPTEMBER 21, 2021**RESOLUTION, ACTION &/OR MOTION:**

THE MOTION WAS MADE BY MR. WILSON, SECONDED BY MR. GALEENER TO ADOPT THE MINUTES OF THE PREVIOUS MEETING, SEPTEMBER 21, 2021: MOTION PASSED UNANIMOUSLY.

NEW BUSINESS**Capital Improvement Plan Review for FY 22-23****❖ E-MAILED INFORMATION PRIOR TO MEETING:**

Sent to PWC: Monday, December 13, 2021 5:15 PM

Subject: PWC - CIP Draft / Plan Review

Attached is a cover letter and spreadsheet outlining the draft CIP's that we will be going over next week at our next PWC Meeting, Tuesday December 21, 2021. Also attached is a copy of last year's adopted CIP for your reference.

COVER LETTER:

To: City of Ontario Public Works Committee Members

From: Paul Woods, P.E. City Engineer, Al Cablay, PWLF Public Works Director

c.c. Adam Brown, City Manager, May Swihart, Assistant to the City Manager, Kari Ott, Finance Director

Date: December 13, 2021

RE: Public Works Committee Capital Improvement Plan Review

Attached please find the Fiscal Year 22-23 Draft Capital Improvement Plan spreadsheet for Public Works that will be discussed at the monthly committee meeting at 3pm on Tuesday, December 21, 2021. Staff will present information on each line item and the justification for funding. Please note that we have a priority column that ranks the projects as "1" for those project that are essential and the timing is critical. A "2" in the priority column is to indicate that the project is essential, but the timing can vary if the Committee chooses to defer to a later date. Staff will answer any questions from Committee Members.

At the conclusion of the discussion, staff will request a motion from the Committee communicating either support or modification of the budget request to the City's Budget Committee. The City Budget Committee begins deliberations on the Fiscal Year 22-23 budget in January, so this is the one opportunity for the Committee as a whole to provide input into the City's budget process. Also attached with the new draft CIP is last year's adopted CIP for your reference. We look forward to the discussion.

❖ THE PWC DRAFT CIP SPREADSHEETS ARE ATTACHED:

BB – Before we begin, I'd like to mention that we have all reviewed this extensively including the on-line material that was provided, and I will say it's the best we've ever seen in terms of the Public Works Committee. The detail is exceptional, and the work is impressive.

KO – Finance Director, City of Ontario – Quick review of the Budget Calendar. Currently in the preliminary phase where we are just starting to put things together, projects reviewed by committees and approved before it even goes to the Budget Committee. In January we will come up with a strategic plan with the City Council and go over their priorities; then the actual budget documents will go to the Budget Committee for the meetings in March. So, any time we can get input from the PWC that goes into the budgets that are prepared by staff so, we appreciate the input.

PIW – Yes, we want to thank you for your time, and the work you put into this in advance. This is the timeline we want to try to stick to so that in January when they have their retreat to go over all this, you've had a chance to weigh-in in advance. So that your recommendations have the most impact and meaning into the City's budget process.

JG – I just wanted to comment that you have made this easy. Because at previous meetings you've made it pretty clear-cut and done a good job of detailing... maybe our concerns.... And I'm able to sit here and nod my head because I feel like I have a pretty good understanding.

SW – I will echo that too. Because in years past this would have been the first meeting we would have even seen it. And as I was going through this noticing those items with a '1' by it, we have been talking about them for months, which is really helpful.

BW – And it is good to see the budget calendar and the time frame for discussion has been moved up so that these discussions can take place earlier so, I applaud the effort. And one other thing that Scott wanted to mention.

SW – Suzanne sent us the City link to the Capital Improvement Plan for the whole City, not just the Public Works. It was nice to read through that even thou it's ~160 pages, but it gives us an insight to what the other departments are doing and how everything fits together. This was also something that's fairly new and nice to see, because when we look at our projects compared to other projects you see where they work together and gives us a more complete picture.

RESOLUTION, ACTION &/OR MOTION:

THE MOTION WAS MADE BY MR. GALEENER SECONDED BY MR. WILSON THAT THE PUBLIC WORKS COMMITTEE RECOMMEND TO THE CITY OF ONTARIO'S BUDGET COMMITTEE ADOPTION OF THE CAPITAL IMPROVEMENT PLAN AS PRESENTED: MR. BERNIE BABCOCK – YES; MR. SCOTT WILSON – YES; MR. JAKE GALEENER – YES: MOTION PASSED 3-0-2 (WOODCOCK & FOX-EXCUSED).

CORRESPONDENCE, COMMENTS AND EX-OFFICIO REPORTS

BB – One comment on the pipe bursting that's been going on. It's a pretty remarkable process and quite interesting to observe. They have been working around the College several times when I've been there and felt like they've done a pretty good job, they planned it well, delt with the public well from what I've seen. Never seen it done before and was really interesting.

ADJOURN 3:23 PM

THE MOTION WAS MADE BY MR. WILSON AT 3:23 PM; SECONDED BY MR. GALEENER TO ADJOURN: MOTION PASSED UNANIMOUSLY.

APPROVED:

Signature

Date

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