

**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, NOVEMBER 8, 2022, 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 November 4, 2022. 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) CONSENT AGENDA

A) Adoption of Council Meeting Minutes: October 11, 2022; October 25, 2022

5) 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.

6) PRESENTATIONS

A) ODOT ADA Project

7) OLD BUSINESS

- A) Resolution #2022-143: Committee Appointment Procedures
- B) Committee Appointments: Tater Tots Trail Ad Hoc Committee
- C) Aquatic Center Transfer Deed

8) NEW BUSINESS

- A) Resolution #2022-145: Amending the Classification and Compensation Plan
- B) Resolution #2022-144: Fire Department Grants

9) DEPARTMENT HEAD UPDATES

A) Finance: Monthly Update September 2022

10) HAND-OUTS

- A) October Department Stats: Public Works; Fire & Rescue; Police; Code Enforcement
- B) Minutes: County Court: 10-19-2022

11) CORRESPONDENCE, COMMENTS AND EX-OFFICIO REPORTS

12) ADJOURN

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 (l) Labor Negotiations.

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CITY COUNCIL MEETING MINUTES October 11, 2022

The scheduled meeting of the Ontario City Council was called to order by Mayor Riley Hill at 6:00 p.m. on Tuesday, October 11, 2022, in the Council Chambers of City Hall. Council members present were John Kirby, Riley Hill, Michael Braden, Ken Hart, Eddie Melendrez, and Susann Mills. Sam Baker arrived at 6:05.

Members of staff present were Dan Cummings, Tori Barnett, Terry Leighton, Justin Zysk, Kari Ott, Casey Mordhorst, Michael Iwai, and Casey Walker.

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 October 7, 2022. Copies of the Agenda are available from the City Hall Customer Service Counter and on the city's website www.ontariooregon.org.

MILLS moved, KIRBY seconded, **TO ADOPT THE AGENDA AS PRESENTED**. Roll call vote: Mills-yes; Baker-out; Kirby-yes; Hart-yes; Braden-yes; Melendrez-yes; Hill-yes. Motion carried 6/0/1.

OLD BUSINESS

Ordinance #2815-2022: Codifying Ontario's Municipal Charter

Dan Cummings, City Manager, presented.

BRADEN moved, MILLS seconded, **THE CITY COUNCIL ADOPT ORDINANCE #2815-2022, AN ORDINANCE CODIFYING THE ELECTORS' DECISION TO AMEND THE CITY OF ONTARIO'S MUNICIPAL CHARTER ON SECOND AND FINAL READING BY TITLE ONLY**. Roll call vote: Mills-yes; Baker-out; Kirby-yes; Hart-yes; Braden-yes; Melendrez-yes; Hill-yes. Motion carried 6/0/1.

Ordinance #2816-2022: Codifying OMC 3-11 Increase in Transient Lodging Tax to 10%

Dan Cummings, City Manager, presented.

BRADEN moved, MILLS seconded, **THE CITY COUNCIL APPROVE ORDINANCE #2816-2022, AN ORDINANCE OF THE CITY OF ONTARIO (A) CODIFYING THE ELECTORS' DECISION TO INCREASE THE TRANSIENT LODGING TAX, AND (B) AMENDING TITLE 3, CHAPTER 11 OF CITY OF ONTARIO'S MUNICIPAL CODE TO REFLECT THE TAX INCREASE, ON SECOND AND FINAL READING BY TITLE ONLY**. Roll call vote: Mills-yes; Baker-out; Kirby-yes; Hart-yes; Braden-yes; Melendrez-yes; Hill-yes. Motion carried 6/0/1.



Resolution #2022-141: Appropriating Funds for Public Works Emergency Repair

Kari Ott, Finance Director, presented.

BRADEN moved, MILLS seconded, **THE CITY COUNCIL APPROVE RESOLUTION #2022-141: A RESOLUTION APPROPRIATING FUNDING FOR EMERGENCY REPAIRS.** Roll call vote: Mills-yes; Baker-out; Kirby-yes; Hart-yes; Braden-yes; Melendrez-yes; Hill-yes. Motion carried 7/0/0.

NEW BUSINESS**Resolution #2022-140: Police Officer and Humanitarian Fund**

Kari Ott, Finance Director, presented.

BRADEN moved, MILLS seconded, **THE CITY COUNCIL APPROVE RESOLUTION #2022-140: A RESOLUTION APPROPRIATING FUNDS FOR AN ADDITIONAL POLICE OFFICER POSITION AND TO START A HUMANITARIAN FUND.** Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Hart-yes; Braden-yes; Melendrez-yes; Hill-yes. Motion carried 7/0/0.

DISCUSSION ITEMS**Committee Appointments**

Dan Cummings, City Manager, stated: *This has been in front of you several times. It's been asked again. It deals with the appointments of members to the committees. We have a confusing, the Charter says that the Mayor will appoint the members under the Council Rules. The Council Rules says it's the Council that will interview and appoint the committee members. Then each individual ordinance, most of them say that the Mayor will appoint the, the Council will appoint the committee members, or the Mayor will appoint the committee members with the consent of the Council. There are two of them that says the Council will appoint the committees, the members, with the consent of the Mayor. Again, we kind of got things confusing, so staff is recommending, and you can see this is a memorandum from the City Attorney, They're recommending the same thing. They're saying that their interpretation of all it is that the Mayor must consult and involve the Council when making committee member appointments. So what we're suggesting to do is do a resolution based on what the Council would like. Which way do they want it? Do they want it that the Mayor appoints them, with just the consent of the Council, does the Council want to do the appointment of them, but we're suggesting that we do a resolution to solve this issue, hopefully, once and for all. Or, we could leave it the way it is.*

Mayor Hill asked if the resolution would take precedence over the current....

Mr. Cummings stated the policy manual. The resolution would state what the Council wanted.

Mayor Hill confirmed it would override the Council Rules.

Mr. Cummings stated that was correct, and the ordinances, because they would be setting it in stone. A future Council could change it again. But, they needed to remove the current confusion.

Councilor Kirby stated he did not believe the Rules had been changed since 2018, so was there a process established for when those should be reviewed?

Mr. Cummings stated there was not. However, the Rules didn't have the authority the Charter and ordinances had.

Mayor Hill suggested they follow the [process of] the US Constitution, which read that the Mayor appointed with the consent of the Council.



Councilor Braden stated that whether the Mayor stated the name, or a member of the Council did it, was irrelevant. It was a matter that should be treated like all others – seven people could comment and vote.

Councilor Hart stated the distinction was the nomination piece. If the power to nominate was only with the Mayor, there could be two people interested, and the Mayor could decide on who to appoint. Was that what Councilor Braden was agreeing to? That the Mayor would have the power to put the nomination up, but the full Council would have the vote. If the person was voted down, the Mayor would have to nominate someone different, or not. That needed clarification.

Councilor Braden stated he might have misspoken. His intent was to echo what Councilor Hart stated. That the decision of committee appointments by the Council should be able to be brought forth and ratified by any member able to make a motion of this seven member Council. It was slightly problematic if just one person could make the nominations, because that person could abstain from making one, and then the position would not be filled, or a candidate that one of the Councilors wanted in the position would not be an option. He'd like to see the resolution drafted to work the same as the rest of the motions and decisions by the Council.

Councilor Kirby stated they needed to remove the ambiguity.

Councilor Hart suggested staff a resolution both ways – one with the Charter language where the Mayor made the appointments, with the Council confirming that; or second, another version where an appointment could be made by any member of the Council.

Mayor Hill stated it was on of his contentions when the City Manager could hire without ever speaking with the Council about a department head. He didn't care for that. The Council should have a say if there was an appointment to a committee.

Consensus to have staff draft two different resolutions.

2022 Charter Amendments for Taxes vs Fees

Dan Cummings, City Manager, stated: *This is for clarification. There had been several questions asked by several different people regarding whether the charter amendment on taxes included any taxes and possibly any fees. Again, it was made clear that the charter amendment only refers to a city general retail sales tax. That's the only tax that has to go out to a vote of the people. In other words, if they wanted to put a 1% sales tax on all retail sales, then that would have to go to the vote of the people. If the Council wanted to put some other tax, and no fees are included in that, so if you want to raise the fees for the application for a conditional use permit, you do that by resolution. Once a year we look at all our fees and you adopt that, so the fees are not included, and neither is any other tax. A good example is TOT tax. That does not have to go out to a vote of the people. This Council elected to at the last time to put it out to a vote of the people, but legally they did not have to. So you always have that choice. If you want to put it out to them, but you don't necessarily have to. The charter amendments are only for a retail sales tax. I wanted to make that clear again at a public meeting because it's been, some people are thinking that any and all fees and taxes have to go through a vote of the pole, and that would hamstring...*

Mayor Hill thanked Mr. Cummings for clearing that up. If this Council wanted to impose a fee on some future issue, they could put it out to the people.

Public Safety Fee Ordinance

Dan Cummings, City Manager, stated: *This is up for discussion and guidance. The Public Safety Fee, which was a \$5 fee added to the utility bills, there was a \$8 for streets, and there was a \$5 one for public safety. During the last budget cycle, or two cycles ago, the Budget Committee discussed, the Council directed the City Manager to create a budget without that public safety fee in there. He did so, the budget was adopted without that fee in place, and then the previous City Manager directed the Finance Director to stop collecting that fee. In the research of things, mainly because of the charter amendments and stuff, I discovered that that fee, both fees were put by ordinance and*



therefore, and I got the City Attorney's opinion on that also, is that to truly quit collecting that fee, the City Manager did not have the authority to do that. It must be done by an ordinance. Therefore, I'm here in front of you to say, as your new City Manager, I told you if I find something wrong, I'm going to fix it, we're not just going to go on, so I'm here to ask you to that we need to fix that, we have, what I call three options. One option would be to do an ordinance and actually repeal that whole ordinance, just get rid of it. The other option you would have that I would come back with an ordinance to amend that ordinance and state that the fee charged under that is done by resolution and at that same meeting after you adopt that, then we would adopt a resolution to fix the issue that it would set the fee at zero based on the date that the City Manager directed city staff to quit collecting that. That would fix the problem there. It would still leave that ordinance in place so that any future budget time, if the Budget Committee and the Council so choose that they needed to reinstate that fee, they could do so by just doing a new resolution and say now instead of zero it's one dollar, two dollars, five dollars, ten dollars, whatever the Council and the Budget Committee selected to do at that time, or you could wait and say well we need time to think about it, but we can't violate our own ordinance so instruct staff to start collecting that fee like we're supposed to, the ordinance says, until you have time to figure out which way you want to go. So those are the options. I'm asking you to not tell staff to continue, because we know it needs fixed, to have one of those options. Get it fixed or get back to collecting it until you decide what you want to do.

Councilor Melendrez stated he'd like to move forward with the second option. They just approved another officer for Chief Iwai, but he was at 25 persons, but with the new officer bringing them to 26, they were still short. The second option would support future needs.

Mayor Hill stated they still had the same number of police officer FTEs, so that was maintained, and a break was given to the taxpayers but using alternate sources of funding. He believed the thing to do was, and it would need to come back to the Council as this was only a discussion item, but he favored removing the ordinance completely. If a fee needed to be imposed again, put it out to the people like they had done with the TOT tax, and let them decide if they wanted to add that or not.

Councilor Melendrez clarified the Mayor referred to it as a tax, but Mr. Cummings stated it was not a tax, it was a fee.

Mr. Cummings stated he believed the Mayor was stating that even with the fee, he suggested that if they wanted to add it back, to go to a vote of the people. They were not legally required to do that. Council would have both options. Even if they left the ordinance in place, there was still the option to reinstate the fee, which also could be put before the voters. They did not have to start over with an entirely new ordinance. Either way worked, however the Council wanted to begin establishing that fee, if they wanted. It would remain at zero if they didn't do anything with it.

Councilor Kirby stated that in a time of inflation this would not be a good time to reestablish the fee at it would put a burden on all households regardless of income level. That meant the third option was out for him. He could see the trains of thought with the Mayor and Councilor Melendrez, but for him, he'd like to stay the way it currently was, but possibly when they reached the budget process, this would give them a chance to review and maybe work it in. Currently, the forecast for marijuana money was going to drop, so that revenue was unknown. The budget process would begin in February, so he would like the second option to buy some time to allow them to reconsider it. He would be okay with option one or two, but not option three.

Councilor Hart stated because of the new charter, if they did increase the amount, it would take a two-thirds vote of the Council, not a majority.

Consensus to have staff bring back option one and option two for discussion and/or action at the next meeting.

Marijuana Tax – Financial Update (Attached)

Kari Ott, Finance Director, stated: *I don't think any of this will be a surprise to anybody, but I was asked to come back with what the projections would be for marijuana tax revenue, which is difficult as you well know because it's been so volatile and so this is what I put together on that. I want to give you a history of marijuana revenue. The blue box for 2022 of \$3,324,989, so it's just kind of gradually increased which is why they budgeted more because we thought we were going to get more. The second half of 2022 is where the revenues have kind of decreased and so that's why they think we're not going to get the \$3.5M that we had budgeted for. So we budgeted \$3.5M, but based off the last half of the year, my estimate would be we'd get about \$3M because we average about \$700K per quarter. If we got that per quarter average, then we'd get about \$3M, which means we were about \$500K short for what we have in the 22-23 budget to spend. So on that note, this is a slide which changed today already, but so the police officer part would have to come out of contingency, what you approved today. However, these are the other projects that are funded from the \$3.5M of marijuana tax revenue does have the changes you've already made before today, with the downtown changes, with the softball backstop, so on this list, anything with a star by it are projects that are already in process, such as the Ontario Promise, the softball backstops, that kind of stuff. So those things are projects that would kind of be really hard to stop at this point, in my opinion, and I put stars by those for that reason. But, with the projects, including the police officer and the humanitarian fund, but we just need to kind of figure out what are the Council priorities, how are going to make up that deficient if we don't get that \$500K, and maybe what is our plan? Are we going to just, like what we did last year, where we paid only part of PERS to start with and then do we not pay the full PERS to start with and wait to see what happens when it comes in, not do some of the projects. So, basically, staff would like direction, also on what are the Council's priorities, what are going to look at to try to save in case we are \$500K short, what are we going to do to balance our budget? That just puts in one place so hopefully everybody can see it.*

Mayor Hill stated they needed to review it and begin to think about what to do because it was obvious the city was going to be \$500K short.

Ms. Ott agreed. They needed to be prepared going forward because the first payment wouldn't arrive until December. The \$500K was a guesstimate based on the last half of the year. It could also be more than the \$500K.

Councilor Hart stated with regard to the Public Safety Facility, where was that at on the chart? Had they spent all the funding for that?

Ms. Ott stated that was ARPA funds, which was why it was not on the slide.

Councilor Melendrez verified this year the city was funding the police officer with marijuana money, but for the following years, where would they find money for that? The General Fund?

Ms. Ott stated the city did not have money for funding another police officer besides marijuana funds.

Mayor Hill stated it was a misnomer to call it marijuana funds because it was included in the total budget. The money the city had for marijuana was in the total budget that was drawn from for certain things.

Ms. Ott stated that was correct, but without marijuana funds, the city did not have the funds to sustain another officer.

Golf Cart Storage Units

Dan Cummings, City Manager, stated: *Why I'm bringing this up, most of you will recall the Leavitt's first rented all the golf cart, leased all the golf cart deals, then they redid that and limited it down to, and did a Promissory Note to the city, and part of that Promissory Note said that you'd write off, if they caught up what they owed as far as monthly rent on the one unit that had three doors on it which they were leasing for \$140 a month, and they were behind about \$3,000, as of right now, they are \$3,355.05 is what they owe on that portion of it. They have to make that current prior to being able to pay the \$500 and write off the \$4,600 that you did under a Promissory Note. Councilor*



Braden has been in contact with them, and they have stated to him, they have moved out of that unit, they have stated to him that their plan is to try to pay off that \$3,000 in the next month or two that will open the option of being able to pay the \$500 and write off the remainder of it. So their plans are, hopefully in the next couple months to get that done. They are out there out of the storage units, so we have quit charging them the \$140 a month fee so it doesn't continue compounding. I just wanted to bring you up to speed on that and then we've had a request by Ron Dillon, since his speed boat deal shut down, that a lot of his equipment and stuff he has there, instead of having to haul it clear off site, he would like to rent that space to put that equipment and stuff in. I told him because of the past history we've had recently with all the leases out there that he's pretty sure the Council's not interested in getting into another long term lease or anything out there, so what I'm really asking for the Council to do is give me the authority to do like a month-to-month rent deal, pretty strict, one-sided, type thing for the city. And I've discussed this with Mr. Dillon that not interested in trying to present a long term lease again until we get things handled out there. But we'd entertain a month-to-month rent that, for a certain amount, that it have a 30-day notice either way that you'd get out of there the minute, and again, give that authority to me and not having to come back to the Council to say hey, he's behind on his rent, what do you want me to do, evict him? That's the only reason I'm asking for the Council to give me that authority to negotiate a month-to-month rent on that facility and possibly, if we can see somebody else wants one or two of the other ones, they're not fixed up enough to really rent out, but there are options. Long story short, I'm just saying how do you want to do that? Do you not want to enter in anymore lease agreements or rental agreements out there, or do you want to try to still get some sort of revenue but tighten the process up?

Mayor Hill stated it seemed it would be okay to do that, but it would be a one-time, up-front fee. If they were going to consider something with Mr. Dillon and he wanted to have three of those units or whatever, a one-time, up-front fee, paid it all upfront, and that took care of for the year.

Mr. Cummings stated that created a one-year lease, and he didn't think that was a good idea. He thought it best to do a month-to-month so if they didn't make their payment, he had authority to remove them.

Mayor Hill stated it might be a year, but the one-time fee, up front, whether it was for a year or whatever, they paid the entire amount right at the beginning. Then there was no fight with them.

Mr. Cummings stated if he paid a year up front, that was a one-year lease.

Mayor Hill stated yes, but the city had all the money up front.

Councilor Braden asked if that would bind the city into not being able to remove him within that one year period if the city had another intended use for the property? The flexibility is what they wanted to sustain.

Mayor Hill stated then don't lease it.

Councilor Braden stated he wanted to offer his consensus that the City Manager be authorized to conduct the transaction for Ron Dillon as the city's show of support for the Ontario Speedway and Ron Dillon's efforts there, and he like the flexibility of doing it on a 30-day cancellation by either party basis. He didn't care what the fee was or how many units were involved; that partnership was good for the city.

Mayor Hill stated he was alright with that, but the 30-day cancellation didn't work with Oregon laws.

Mr. Cummings stated he would write it up and Mr. Dillon understood what the meaning was behind it. The future plans of the airport had the units being torn down. That's why he didn't want any long term leases.

Council consensus to enter into a lease with Mr. Dillon on the month-to-month basis and have the City Manager handle the transaction.

HAND OUTS**Monthly Department Stats** *(Attached)*

September, 2022: Public Works, Fire & Rescue; Police; Code Enforcement

Councilor Mills offered her compliments to staff for the reports they provided. They were thorough, informative, and neatly done with all the photos, and she appreciated the good work done by staff.

Councilor Melendrez voiced his agreement with her comments.

Minutes: County Court *(Attached)*

County Court: 09-28-2022

CORRESPONDENCE, COMMENTS, AND EX-OFFICIO REPORTS

- Dan Cummings stated he had been working on the energy grant the city was pursuing. In July, he asked Ryan for an update, and he submitted the following email: This is the grant program that the City of Ontario passed the resolution to support and serve as the eligible applicant. If you remember, only cities, rural electric cooperatives, and tribes were authorized to apply. I did get it submitted a few weeks ago. It was a monster with 35 attachments. I requested the maximum grant amount of \$1M. The grant awardees will be named in mid-September. I expect very stiff competition, but I also think our grant is very competitive. If we are awarded the grant it will ensure that the project actually gets built and will have a dramatic effect on the economics of the project. It will also have good financial benefits for the city. In addition to the funding fee paid to the city out of the grant proceeds (we can figure out how much the city wants later if awarded), I calculated during the grant application process that we could probably save the city around \$45,000 to \$50,000 per year on its power bills at the city water and sewer plants. I also hope to subscribe some of the local hospitals, clinics, and other first responder infrastructure in the city, reducing their costs by about 5%. Finally, we will donate 20% energy cost reductions to many of the low-income multi-family housing complexes in the area. That was from July.

Today, he received the following email from the Oregon Department of Energy: Dan, as discussed with Ryan this morning, the application CG-01-049 to the Community Renewable Energy Grant Program by the City of Ontario scored highly in the competitive review. The application requested \$1,000,000, however, if the City of Ontario wished to move forward with the performance agreement process, the Oregon Department of Energy would only be able to offer a grant of \$400,000.

After discussing it with Ryan, who thought \$400K was better than nothing, so he was told to respond. Ryan's email was this: Thank you to Oregon DOE for this very substantial grant. It will go a long way toward making this project a reality with tremendous benefits for the City of Ontario and other subscribers in the region. I've discussed the offer of a reduced amount grant with Dan at the City of Ontario. We agree that it is better to take this \$400,000 offer now than to recompetete the project at a later date. We would like to move forward with the performance agreement process.

This was just to give them the good news about received the grant, and he'd keep the Council updated.

- Mayor Hill stated three entities received Measure 110 monies. The Chief brought up the issue that there was nobody cooperating with each other, so he mentioned it at the Border Board, and they would like to get involved. He'd like to ask staff to bring together those three agencies, plus the Oregon Department of Human Services and the county, to discuss collaboration on homeless issues so there wouldn't be a redundant effort on things.



- Mayor Hill stated two weeks ago at Chamber, the Bureau of Labor and Industries made a presentation about apprenticeships and following up on that he spoke with Superintendent Albisu and BOLI. Superintendent Albisu stated she would be supportive of trying to get apprenticeship programs for classroom work that would be done at the school level, and they'd get credit for that. The BOLI representative was very supportive of that. He would be convening a meeting with the Poverty to Prosperity group, the Eastern Oregon Workforce Board, and the Small Business Development Center, to try to get something put together for the junior and senior students for getting into some programs that they could learn apprenticeship skills in plumbing or electrical. Councilor Hart was also interested in that issue with medical staffing.
- Councilor Braden stated he wanted to inform the voters that there were four current Councilors had expiring seats at the end of 2022. It had been in the paper, and he'd had many discussions in the community about it. Suzanne Mills, Ken Hart, Mayor Riley Hill, and he, himself, were the four terms expiring. There would be candidate forum at TVCC on October 19th, at 6:00 p.m. He attended the last one four years ago, and it was a good event for becoming aware of the candidate's stance on issue, their ability to lead, and he highly recommended concerned citizens attended or followed online.

ADJOURN

BRADEN moved, HART seconded, **THAT THE MEETING BE ADJOURNED**. Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Hart-yes; Braden-yes; Melendrez-yes; Hill-yes. Motion carried 7/0/0.

ACCEPTED:

ATTEST

Riley J. Hill, Mayor

Tori Barnett, MMC, City Recorder





CITY COUNCIL MEETING MINUTES October 25, 2022

The scheduled meeting of the Ontario City Council was called to order by Mayor Riley Hill at 6:00 p.m. on Tuesday, October 25, 2022, in the Council Chambers of City Hall. Council members present were John Kirby, Riley Hill, Michael Braden, Ken Hart, Eddie Melendrez, and Susann Mills. Sam Baker arrived at 6:10.

Members of staff present were Dan Cummings, Tori Barnett, Terry Leighton, Justin Zysk, Kari Ott, Michael Iwai, and Clint Benson.

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 October 21, 2022. Copies of the Agenda are available from the City Hall Customer Service Counter and on the city's website www.ontariooregon.org.

HART moved, MILLS seconded, **TO ADOPT THE AGENDA AS PRESENTED**. Roll call vote: Mills-yes; Baker-out; Kirby-yes; Hart-yes; Braden-yes; Melendrez-yes; Hill-yes. Motion carried 6/0/1.

CONSENT AGENDA

KIRBY moved, HART seconded, **TO ADOPT THE CONSENT AGENDA, WHICH INCLUDED THE COUNCIL MEETING MINUTES OF SEPTEMBER 27, 2022, AND HOUSING INCENTIVE PROGRAM: DAVID THOMPSON (51-2022)**. Roll call vote: Mills-yes; Baker-out; Kirby-yes; Hart-yes; Braden-yes; Melendrez-yes; Hill-yes. Motion carried 6/0/1.

OLD BUSINESS

Lease Renewal: Amendment #4 Water Tower Lease w/T-Mobile (Sprint)

Dan Cummings, City Manager, presented.

MILLS moved, MELENDREZ seconded, **THE CITY COUNCIL APPROVE AMENDMENT NO. 4 TO THE WATER TOWER LEASE BETWEEN T-MOBILE WEST LLC, A DELAWARE LIMITED LIABILITY COMPANY, SUCCESSOR IN INTEREST TO UBIQUITEL, INC., AND THE CITY OF ONTARIO AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE AGREEMENT**. Roll call vote: Mills-yes; Baker-out; Kirby-yes; Hart-yes; Braden-yes; Melendrez-yes; Hill-yes. Motion carried 6/0/1.

STOL Drag Race

Justin Zysk, Airport Manager, presented. Data was presented (attached) that the Council had not received in a presentation last year, and he wanted them to have all available data to allow for a fully informed decision.

Mayor Hill confirmed it was estimated that it would cost the city \$48K to hold the STOL race.

Mr. Zysk stated that was correct.



Mayor Hill stated then the city would be putting up almost \$50K with no idea of how much money could be made.

Mr. Zysk stated the \$48K was break even.

Mayor Hill stated this was a much different presentation then what they had received previously.

Councilor Kirby asked if the city could request profit and loss statements from other events in the area?

Mr. Zysk stated yes, they could request that. They should be able to provide a good picture. He hesitated in saying that would be a viable solution because there were other areas lined up to take this event if Ontario did not.

Mayor Hill voiced his appreciation for bringing the information to them, as there was a big different between \$25K and \$50K. He was willing to move forward with the \$25K, but not the \$50K.

Councilor Hart asked if anything was budgeted for this even this year.

Ms. Ott stated in the budget had \$25K revenue/\$25K expenditures, so it was shown as a break even in the budget.

Councilor Hart asked if they had gone before the V&C Committee last year.

Mr. Zysk stated yes. The V&C gave \$2,500, which was returned when the event did not take place. The V&C thought they might be able to do \$5K this time, but that was only 10% of what was needed.

Councilor Hart stated at this point, he could not commit to doing something now, given the city's financial situation.

Councilor Braden stated what they had seen last year was an advertising campaign for the virtues of the event. What impact would this have on Ontario regarding the number of people attending and an event for the community to host. The numbers had been presented well, and there would probably only be a recapture of about one-third, based on ticket sales and the rest was questionable, so this would be an event the city would pay for for the community. What benefit did Mr. Zysk perceive this community would receive from hosting this event.

Mr. Zysk stated the following of an event like this was large, and he didn't know if the city and/or the airport could support a large following that would bring the revenue on ticket sales up to a 100% coverage point. There wasn't parking, space for planes, spectators, etc., so it would be challenging, so they'd have a cut-off for that. As far as the economic impact, that was more difficult to assess, but with all those people there would be a growth in the economy. He was torn on the decision as he couldn't get behind either way – getting behind the event or not hosting the event. In time it could be big, but the variables were too unknown at this point.

Mayor Hill stated it seemed prudent to follow up on Councilor Kirby's request to see what had been done in other locations before making a decision. For the city to put up \$25K of taxpayer money on a "possibility", while he supported community events, and he'd love to see more come to the area, those were taxpayer dollars.

NEW BUSINESS

Bid Approval to Purchase Rescue One Unit

Kari Ott, Finance Director, presented.

Mayor Hill verified the dollar amount was already in the budget, and how many miles were on Rescue One?

Ms. Ott stated the money was all there.



Chief Leighton stated there were 120,125 miles and 13,221 hours. Around 10K hours was when issues started, and moving the vehicle to the back line needed to be considered.

Mayor Hill asked about a delivery date.

Chief Leighton stated that was a key piece of this. All the other places were 18-24 months out, or at the end of 2024. The one that has been assigned to Ontario, with delivery around May-June, 2023.

Mayor Hill asked the worth of the current Rescue One.

Chief Leighton stated it was around 2¢, but if they sold it, maybe around \$15-20K. It was literally falling apart.

MELENDREZ moved, MILLS seconded, **THE CITY COUNCIL AWARD THE BID TO PURCHASE A NEW RESCUE ONE UNIT THROUGH SOURCEWELL FROM ROSENBAUER SOUTH DAKOTA, LLC FOR \$514,404.** Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Hart-yes; Braden-yes; Melendrez-yes; Hill-yes. Motion carried 7/0/0.

Councilor Baker asked Chief Leighton asked if the unit came equipped, or how much more would the city have to invest to get it decked out?

Chief Leighton stated the ladders were included, along with some nozzles, but they'd take their hoses and all other equipment would be put on the new unit. It would probably deck it out for around \$10K.

Councilor Baker stated maybe the cost of selling the existing unit would cover the cost of equipping the new unit.

Chief Leighton stated that would be a safe assumption. Chief Leighton thanked the Council. It was very much needed. The other truck was in bad shape. Last year alone it caught on fire three times, and those were electrical fires. Also, if they paid for the chassis upon arrival, it would save over \$5K. Also, the other bidders indicated costs were going to increase around 6% around December.

Resolution # 2022-142 and Ordinance # 2817-2022 Public Safety Fee

Dan Cummings, City Manager, presented.

Councilor Kirby stated these were inflationary times, and no matter what it was called, it was a tax. He did not feel they needed to place a larger burden on the citizens who were already struggling. The action before them appeared to be a prudent thing to do.

Councilor Melendrez stated it had been said in the past few Council meetings that it was a fee, not a tax. What was the city going to do if the marijuana revenue wasn't able to fund the police officer, even three years down the road? Where would they pull that money from? Those are things to think about.

BAKER moved, KIRBY seconded, **THE CITY COUNCIL APPROVE RESOLUTION #2022-142, A RESOLUTION SETTING THE PUBLIC SAFETY FEE FROM \$5.00 TO \$3.63, EFFECTIVE JUNE 30, 2020, AND FROM \$3.63 TO \$0.00, EFFECTIVE JUNE 30, 2021.** Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Hart-yes; Braden-yes; Melendrez-yes; Hill-yes. Motion carried 7/0/0.

Mayor Hill stated to stave off any misunderstandings within the community, this action was NOT defunding the police. The Council found another way to fund the police and add to the police department through other revenue options, therefore, reducing the tax burden on the individual citizen.

Ordinance was not used.



OMA: Partnership Needed to Solve Statewide Homeless Emergency

Mayor Hill stated the Oregon Mayor's Association put a letter out to the community and Chief Financial Officers for us to get on board and they have something they plan to present to the legislature at their next session.

Dan Cummings, City Manager, stated the letter was straightforward. They were asking for cities either support this proposal or not. Either he or the Mayor would contact LOC to voice if they supported it or not. They were proposing that they have legislation set in place, for example, if Ontario put this in place, based on Ontario's population, Ontario would receive \$472,640 to be used to provide assistance with items such as abatement/clean-up; environmental mitigation; affordable housing; capital construction or improvement costs related to homelessness, such as running water and/or sewer to a site to make a homeless camp; community resource officers; education and outreach; food bank assistance; shelter and/or transitional housing; hygiene stations; operation costs; outreach workers; and prevention. In his opinion, missing was mental health issues of the homeless.

Mayor Hill stated in his assessment of the letter, it gave them great latitude if passed, to spend that money. If the city wanted to spend it on mental health, that was an option. It was open to the city to determine the best way to expend the funds.

Mr. Cummings stated this was not set; it was only asking for support. It could be assumed that through the process that might become more defined.

Mayor Hill stated currently it was only a proposal from the League of Oregon Cities to the legislature and the governor to come up with a fund to assist cities with homelessness.

Councilor Kirby stated if they were going to endorse this, they needed to address substance abuse in mental health residential settings. The officers were dealing with individuals with mental health problems, and Oregon nothing could be done with them. Most of the homelessness was caused by either substance abuse or mental health problems. Why those were not addressed was a disgrace. There was no residential facility to take those people to. That was hurting this community. If they had their way, they'd get rid of them, 100% of the homeless out of Ontario. Nobody wanted to say that, so the state wanted them housed. But, they needed to be treated and back on their feet towards becoming citizens who could help move forward as an overall nation. Just housing people with problems was no answer.

Councilor Melendrez stated some of those words were harsh. The homeless population in our community needed help. They fell on hard times for many different reasons, and Councilor Kirby was making a huge assumption over an entire group of people that was not correct.

Mayor Hill stated they could add to the letter that they desired to add mental health to the list.

HART moved, KIRBY seconded, **THE MAYOR AFFIX HIS SIGNATURE TO SUPPORT THE MEMORANDUM AND ASK THAT THE OREGON MAYOR'S ASSOCIATION ADD MENTAL HEALTH SERVICES AS WELL TO THE FUNDING OPTIONS.**

Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Hart-yes; Braden-yes; Melendrez-yes; Hill-yes. Motion carried 7/0/0.

DISCUSSION ITEMS**Grant Writer RFP Results**

Justin Zysk, Dan Cummings, City Manager, stated: *A few months ago, you directed staff to put out an RFP seeking grant writing services, similar to what we did when we found Merchant McIntyre. We put that out but didn't get anything back. We posted on Oregon Buys, which used to be ORPA, with about 40 recipients of that RFP as potential responses. Unfortunately, we didn't get any back from any of them. We did receive a bid proposal in the mail from Merchant McIntyre. Unfortunately it was received late, so it was not a responsive bid. As you all met with them today, myself and City Manager Cummings met with them as well. We were all able to get on the same page for what we*



need to do moving forward to make this a more successful relationship. We're presenting to you to make a decision on how we wish to proceed with our relationship with our current grant writers.

Mayor Hill stated the entire Council had discussion with Merchant McIntyre, but they did not know the city did not have their proposal. With the current election two weeks away, and not knowing the climate would be following the election, especially on the national level, maybe they should just whistle Dixie until after the election.

Councilor Hart asked when the current contract was slated to expire.

Mr. Cummings stated they were operating on a month-to-month lease situation, so at the end of October it would end unless the Council wanted different. They would continue working on the grants currently in place. Following the meeting that day, he and Justin had a much better idea now of what the function of MM was and what the function was for staff. There was a lot of misconceptions passed on as far as what they would do and what the city needed to do. If the city continued with MM or any other grant writers, they needed to have a complete understanding of who was to do what. If they stayed with MM, he wanted to meet with them, staff, and the Council, so everyone had a better understanding of this. Before, everyone thought hire a grant writer, they would write it, they'd do it all, and try and get the city a grant. That was not correct. There was a lot of staff time involved, and there was a lot of information that MM could not put together, such as budgeting, engineering reports, etc., that needed to be part of the grant application. That's where city personnel would be involved. He now had a good understanding of what the grant writers would do and what the city needed to do. The city needed to define the scope. MM was in agreement that there needed to be more definition, and that would take some Council direction – such as what grants did they want the city to go after, which one was more beneficial, etc. That would have to be done regardless of the grant writing firm. Councilor Hart had asked to find a firm that handled both Oregon and federal, but no one responded to that. MM was not geared up to search for all Oregon grants. But if staff found an Oregon grant, and wanted to pursue it, would MM help. They would help, but just weren't in a position to seek them.

Mr. Cummings stated because the MM proposal had arrived late, that RFP was closed, so the Council had the right to select MM based on their new offer, or continue with what they had. Based on that, he opened their package and reviewed it. They were offering the same thing, but more defined, of what their role was and what they would expect from the city. Their normal offer was \$8,000 as a minimum, but they were willing to continue at the \$6,500 they had with the original contract. They were proposing a year-to-year contract at that \$6,500 a month. The \$6,000 the city just approved, was a typo. He was still negotiating that because that was what was signed and accepted, so he was trying to hold them to that.

KIRBY moved, HART seconded, **THE CITY APPROPRIATE MONEY FOR ONE MORE MONTH OF SERVICES FROM MERCHANT MCINTYRE.** Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Hart-yes; Braden-yes; Melendrez-yes; Hill-yes. Motion carried 7/0/0.

Councilor Hart asked that this be brought back to the November 22nd agenda because they'd know the election results, and there would be a completely different opportunity in Oregon, if there was change in the governor shop, or the house or senate, the ability of rural Oregon to get access was much greater, and both of the members here were Republican, and their ability to work with us was even more enhanced. But who knew what was going to happen on the federal side. On November 22nd he'd feel more comfortable trying to decide how to go forward, but they'd need an actual proposal. Did they have to resubmit their proposal in order for the Council to take action on the 22nd?

Mr. Cummings stated they could submit their proposal for the November 22nd meeting, and the Council could decide then if they wanted to do the year contract or month-to-month. However, MM did NOT want to do month-to-month. They were doing that as a courtesy until the Council could determine what they wanted to do. They couldn't financially do a month-to-month. They wanted a minimum of a one year contract.



Nuisance Abatement Ordinance Update

Dan Cummings, City Manager, stated the City Attorney would be submitting a rough draft of the ordinance by the end of the week. It would go under staff review, along with the Councilors who were on the Committee, and it would be presented to Council at the following meeting if there were no changes.

HAND OUTS**Minutes: County Court** *(Attached)*

County Court: 09-21-2022; 10-12-2022

Check Register *(Attached)*

September, 2022

CORRESPONDENCE, COMMENTS, AND EX-OFFICIO REPORTS

- Sharon Ulman stated she understood she was speaking out of turn, but in listening to the conversation about the STOL racing today, it occurred to her that City Manager Cummings was occupying two positions and now he's doing the two positions but occupying only one salary. Possibly the funds from his salary, which was economic development and planning and zoning, could be used for the races. Just a thought.

ADJOURN

HART moved, BAKER seconded, **THAT THE MEETING BE ADJOURNED**. Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Hart-yes; Braden-yes; Melendrez-yes; Hill-yes. Motion carried 7/0/0.

ACCEPTED:

ATTEST

Riley J. Hill, Mayor

Tori Barnett, MMC, City Recorder



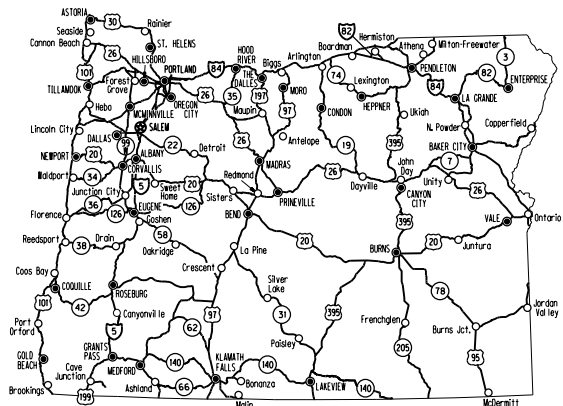
INDEX OF SHEETS	
SHEET NO.	DESCRIPTION
A01	Title Sheet
A02-A09	Index Of Sheets Cont. & Std. Dwg. Nos.



STATE OF OREGON
DEPARTMENT OF TRANSPORTATION
PLANS FOR PROPOSED PROJECT

GRADING, DRAINAGE, PAVING, CURB RAMPS,
SIGNING, ILLUMINATION, SIGNALS & ROADSIDE DEVELOPMENT

JORDAN VALLEY/ONTARIO/HUNTINGTON/ADRIAN
CURB RAMPS PROJECT
VARIOUS HIGHWAYS



Overall Length Of Project – 6.87 Miles

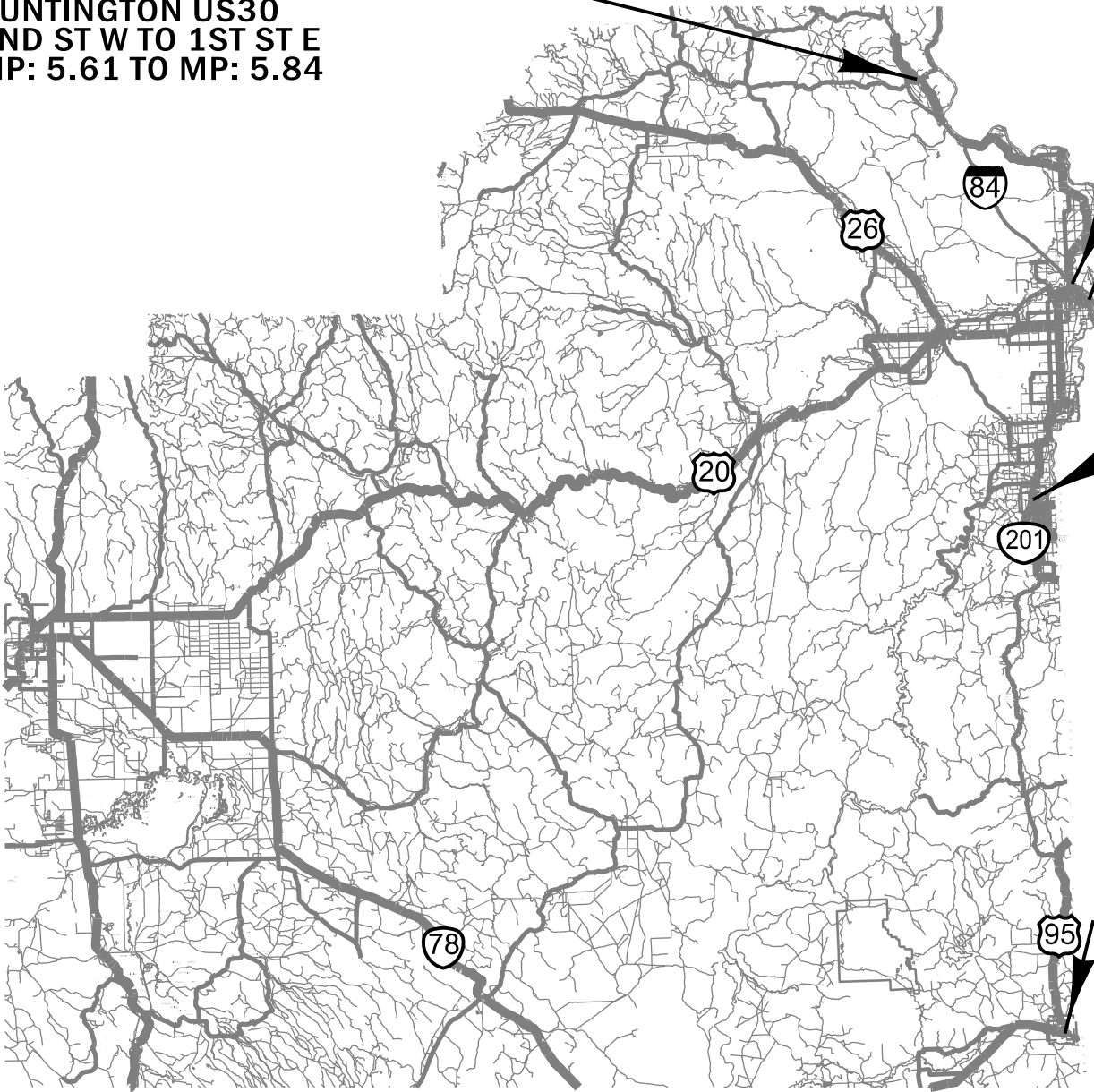
PROJECT LOCATION

HUNTINGTON US30
2ND ST W TO 1ST ST E
MP: 5.61 TO MP: 5.84

BAKER AND MALHEUR COUNTIES
MARCH 2023



ATTENTION:
Oregon Law Requires You To Follow Rules Adopted By The Oregon Utility Notification Center. Those Rules Are Set Forth In OAR 952-001-0001 Through OAR 952-001-0100. You May Obtain Copies Of The Rules By Calling The Center (Note: The Telephone Number For The Oregon Utility Notification Center Is (503) 232-1987).



PROJECT LOCATION

ONTARIO OR201, US30B AND
CLAUDE FRONTAGE RD
OR201: 006HG CONN. M.P. 1C374.58 TO SW 18TH AVE
MP: 25.21 TO MP: 30.31
US30B: SE 4TH ST TO SE EAST LN
MP: 27.37 TO MP: 28.15
CLAUDE FRONTAGE RD: SE 9TH AVE TO
SE 13TH AVE
MP: 377.31 TO MP: 377.44

PROJECT LOCATION

ADRIAN OR201
HIGH ST TO WASHINGTON ST
MP: 11.78 TO MP: 12.10

PROJECT LOCATION

JORDAN VALLEY US95
START OF WALK TO END OF WALK
MP: 20.17 TO MP: 20.68



T. 014S., R. 044E., W.M.
T. 014S., R. 045E., W.M.
T. 017S., R. 047E., W.M.
T. 018S., R. 047E., W.M.
T. 021S., R. 046E., W.M.
T. 030S., R. 046E., W.M.



PLANS PREPARED FOR
OREGON DEPARTMENT OF TRANSPORTATION

345 BobWhite Court, Suite 230
Boise, ID 83706
P 208.947.9033

OREGON TRANSPORTATION COMMISSION

Robert Van Brocklin CHAIR
Vacant COMMISSIONER
Julie Brown COMMISSIONER
Sharon Smith COMMISSIONER
Marcilynn Burke COMMISSIONER
Kristopher W. Strickler DIRECTOR OF TRANSPORTATION

These plans were developed using ODOT design standards. Exceptions to these standards, if any, have been submitted and approved by the ODOT Chief Engineer or their delegated authority.

Approving Authority: _____
Signature & date

Print name and title

Concurrence by ODOT Chief Engineer

JORDAN VALLEY/ONTARIO/HUNTINGTON/ADRIAN
CURB RAMPS PROJECT
VARIOUS HIGHWAYS
BAKER AND MALHEUR COUNTIES

FEDERAL HIGHWAY ADMINISTRATION	PROJECT NUMBER	SHEET NO.
OREGON DIVISION	SA00(440)	A01

INDEX OF SHEETS, CONT.	
ROADWAY DETAILS	
SHEET NO.	DESCRIPTION
BA01 Thru BA08	Typical Sections
BB01 Thru BB09	Details
BC100 Thru BC101	Curb Ramp Detail – OR201 & High St
BC110 Thru BC113	Curb Ramp Detail – OR201 & Owyhee St
BC120 Thru BC122	Curb Ramp Detail – OR201 & Main St
BC130 Thru BC131	Curb Ramp Detail – OR201 & Oregon St
BC140	Curb Ramp Detail – OR201 & Washington St
BC200 Thru BC201	Curb Ramp Detail – US30 & Second St
BC210 Thru BC213	Curb Ramp Detail – US30 & 1st St W
BC220 Thru BC222	Curb Ramp Detail – US30 & Lincoln St
BC230 Thru BC233	Curb Ramp Detail – US30 & 1st St E
BC300	Curb Ramp Detail – US95 & Indiana St
BC310 Thru BC313	Curb Ramp Detail – US95 & California Ave
BC320 Thru BC323	Curb Ramp Detail – US95 & Oregon Ave
BC330 Thru BC334	Curb Ramp Detail – US95 & Swisher Ave
BC340 Thru BC346	Curb Ramp Detail – US95 & Yturri Blvd
BC350 Thru BC353	Curb Ramp Detail – US95 & Wroten St
BC360 Thru BC362	Curb Ramp Detail – US95 & Blackaby St
BC380	Curb Ramp Detail – US95 & End of Sidewalk
BC400 Thru BC401	Curb Ramp Detail – OR201 & 006HG Conn. M.P. 1C374.58
BC410 Thru BC419A	Curb Ramp Detail – OR201 & Washington Ave
BC420 Thru BC427	Curb Ramp Detail – OR201 & Verde Dr
BC430 Thru BC437	Curb Ramp Detail – OR201 & SW 4th Ave
BC440 Thru BC441	Curb Ramp Detail – OR201 & SW 6th Ave
BC450 Thru BC453	Curb Ramp Detail – OR201 & SW 18th Ave
BC460 Thru BC465	Curb Ramp Detail – US30 & SE 4th St
BC470 Thru BC476	Curb Ramp Detail – US30 & Sidewalk Infill
BC480 Thru BC484	Curb Ramp Detail – US30 & EB 84 Off Ramp
BC490 Thru BC495	Curb Ramp Detail – US30 & WB 84 Off Ramp
BC500 Thru BC506	Curb Ramp Detail – US30 & Goodfellow St
BC510Thru BC516	Curb Ramp Detail – US30 & E Ln North
BC520	Curb Ramp Detail – Claude Frontage Rd & SE 9th Ave
BC530 Thru BC531	Curb Ramp Detail – Claude Frontage Rd & SE 10th Ave
BC540 Thru BC541	Curb Ramp Detail – Claude Frontage Rd & SE 11th Ave
BC550	Curb Ramp Detail – Claude Frontage Rd & SE 13th Ave
BD01	Pipe Data Table

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C110, C110A	General Construction – OR201 & Owyhee St
C120, C120A	General Construction – OR201 & Main St
C130, C130A	General Construction – Main St & Oregon St
C140, C140A	General Construction – OR201 & Washington St
C200, C200A	General Construction – US30 & Second St
C210, C210A	General Construction – US30 & 1st St W
C220, C220A	General Construction – US30 & Lincoln St
C230, C230A	General Construction – US30 & 1st St E
C300, C300A	General Construction – US95 & Indiana St
C310, C310A	General Construction – US95 & California Ave
C320, C320A	General Construction – US95 & Oregon Ave
C330, C330A	General Construction – US95 & Swisher Ave
C340, C340A	General Construction – US95 & Yturri Blvd
C350, C350A	General Construction – US95 & Wroten St
C360, C360A	General Construction – US95 & Blackaby St
C380, C380A	General Construction – US95 & End of Sidewalk
C400, C400A	General Construction – OR201 & 006HG Conn. M.P. 1C374.58
C410 Thru C411A	General Construction – OR201 & Washington Ave
C420 Thru C421A	General Construction – OR201 & Verde Dr
C430 Thru C431A	General Construction – OR201 & SW 4th Ave
C440, C440A	General Construction – OR201 & SW 6th Ave
C450, C450A	General Construction – OR201 & SW 18th Ave
C460, C460A	General Construction – US30B & SE 4th St
C470 Thru C471A	General Construction – US30B & Sidewalk Infill
C480, C480A	General Construction – US30B & EB I–84 Ramps
C490, C490A	General Construction – US30B & WB I–84 Ramps
C500 Thru C501A	General Construction – US30B & Goodfellow St
C510 Thru C511A	General Construction – US30B & East Ln North
C520, C520A	General Construction – Claude Frontage Rd & SE 9th Ave
C530, C530A	General Construction – Claude Frontage Rd & SE 10th Ave
C540, C540A	General Construction – Claude Frontage Rd & SE 11th Ave
C550, C550A	General Construction – Claude Frontage Rd & SE 13th Ave
TRAFFIC CONTROL	
SHEET NO.	DESCRIPTION
EA01 Thru EA04	Traffic Control Summary
EA05 Thru EA34	Traffic Control Details
EROSION AND SEDIMENT CONTROL	
SHEET NO.	DESCRIPTION
FB01	Erosion and Sediment Control Plan
SIGNING	
SHEET NO.	DESCRIPTION
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LA100 Thru LA102	Signing Plan – Adrian
LA200 Thru LA201	Signing Plan – Huntington
LA300 Thru LA304	Signing Plan – Jordan Valley
LA400 Thru LA406	Signing Plan – Ontario
LB01 Thru LB02	Sign Details
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MA01	Signal Plan Legend
MB01 Thru MB03	Signal Modification Plan – OR201 & Washington Ave
MC01 Thru MC03	Signal Modification Plan – OR201 & Verde Dr
MD01 Thru MD03	Signal Modification Plan – OR201 & SW 4th Ave
ME01 Thru ME03	Signal Modification Plan – OR201 & SW 18th Ave
MF01 Thru MF03	Signal Modification Plan – US30B & SE 4th St
MG01 Thru MG03	Signal Modification Plan – US30B & EB I–84 Ramps
MH01 Thru MH03	Signal Modification Plan – US30B & WB I–84 Ramps
MJ01 Thru MJ03	Signal Modification Plan – US30B & Goodfellow St
MK01 Thru MK03	Signal Modification Plan – US30B & East Ln North
ILLUMINATION	
SHEET NO.	DESCRIPTION
PA01	Illumination Legend
PB01 Thru PB07	Illumination Plan
PC01 Thru PC02	Illumination Details
STRIPING	
SHEET NO.	DESCRIPTION
QA01	Striping Legend
QA100 Thru QA102	Striping Plan – Adrian
QA200 Thru QA201	Striping Plan – Huntington
QA300 Thru QA304	Striping Plan – Jordan Valley
QA400 Thru QA405	Striping Plan – Ontario



JORDAN VALLEY/ONTARIO/HUNTINGTON/ADRIAN
CURB RAMPS PROJECT
VARIOUS HIGHWAYS
BAKER AND MALHEUR COUNTIES

FEDERAL HIGHWAY ADMINISTRATION	PROJECT NUMBER	SHEET NO.
OREGON DIVISION	SEE SHEET A01	A02

Standard Dwg. Nos.

RD100	- Mailbox Support
RD101	- Mailbox Installation
RD258	- Valve Box and Operator Extension Assembly
RD300	- Trench Backfill, Bedding, Pipe Zone and Multiple Installations
RD339	- Pipe to Structure Connections
RD363	- Gutter Transition at Inlet
RD365	- Frames & Grates For Concrete Inlets
RD366	- Concrete Inlets Type CG-1, CG-2
RD374	- Area Dainage Basin or Field Inlet
RD386	- Fill Height Table For Circular Concrete Pipe
RD388	- Fill Height Tables for PVC Pipe
RD393	- Fill Height Tables For Polypropylene Pipe
RD610	- Asphalt Concrete Pavement (ACP) Details
RD700	- Curbs
RD701	- Drainage Curbs
RD715	- Approaches and Non-Sidewalk Driveways
RD720	- Curb Line Sidewalks
RD721	- Separated Sidewalks
RD722	- Sidewalk Joints and Transition Panels
RD735	- Curb Line Sidewalk Driveways Or Alleys (Options F & G) ODOT Highways
RD770	- Metal Handrail
RD771	- Metal Handrail Details
RD901	- Curb Ramp Legend and Corner Identification
RD902	- Detectable Warning Surface Details
RD904	- Detectable Warning Surface Placement for Curb Ramps
RD905	- Detectable Warning Surface Placement for Directional Curbs
RD910	- Perpendicular Curb Ramp
RD912	- Perpendicular Curb Ramp
RD916	- Perpendicular Curb Ramp Single Ramp
RD920	- Parallel Curb Ramp
RD922	- Parallel Curb Ramp Single Ramp
RD930	- Combination Curb Ramp
RD932	- Combination Curb Ramp
RD938	- Combination Curb Ramp Single Ramp
RD940	- Blended Transition Curb Ramp Single Ramp
RD950	- End of Walk Curb Ramp
RD952	- End of Walk Curb Ramp
RD960	- Unique Curb Ramp

RD1010	- Inlet Protection Type 2, 3, 6, 7, 10 and 11
RD1030	- Sediment Barrier Type 2, 3 and 4
TM200	- Sign Installation Details
TM201	- Miscellaneous Sign Placement Details
TM223	- Conventional Roads Directional Sign Layout Street Name Signs
TM500	- Pavement Marking Standard Detail Blocks
TM503	- Pavement Marking Standard Detail Blocks
TM521	- Durable & High Performance Pavement Markings Surface & Groove Installed Non-Profiled
TM530	- Intersection Pavement Markings (Crosswalk, Stop Bar & Bike Lane Stencil)
TM600	- Multi-Post Breakaway Sign Support Notes
TM601	- Multi-Post Breakaway Sign Supports Details
TM602	- Triangular Base Breakaway Multi-Directional Slip Base Design
TM635	- Breakaway Sign & Luminaire Supports - Support Location Guidelines
TM670	- Wood Post Sign Supports
TM671	- 3 Second Gust Wind Speed Map
TM676	- Sign Attachments
TM681	- Perforated Steel Square Tube (PSST) Sign Support Installation
TM688	- Perforated Steel Square Tube (PSST) Slip Base Foundation
TM800	- Tables, Abrupt Edge and PCMS Details
TM820	- Temporary Barricades
TM821	- Temporary Sign Supports
TM822	- Temporary Sign Supports
TM831	- Temporary Impact Attenuators
TM840	- Closure Details
TM841	- Intersection Work Zone Details
TM842	- Signalized Intersection Details
TM844	- Temporary Pedestrian Access Routing

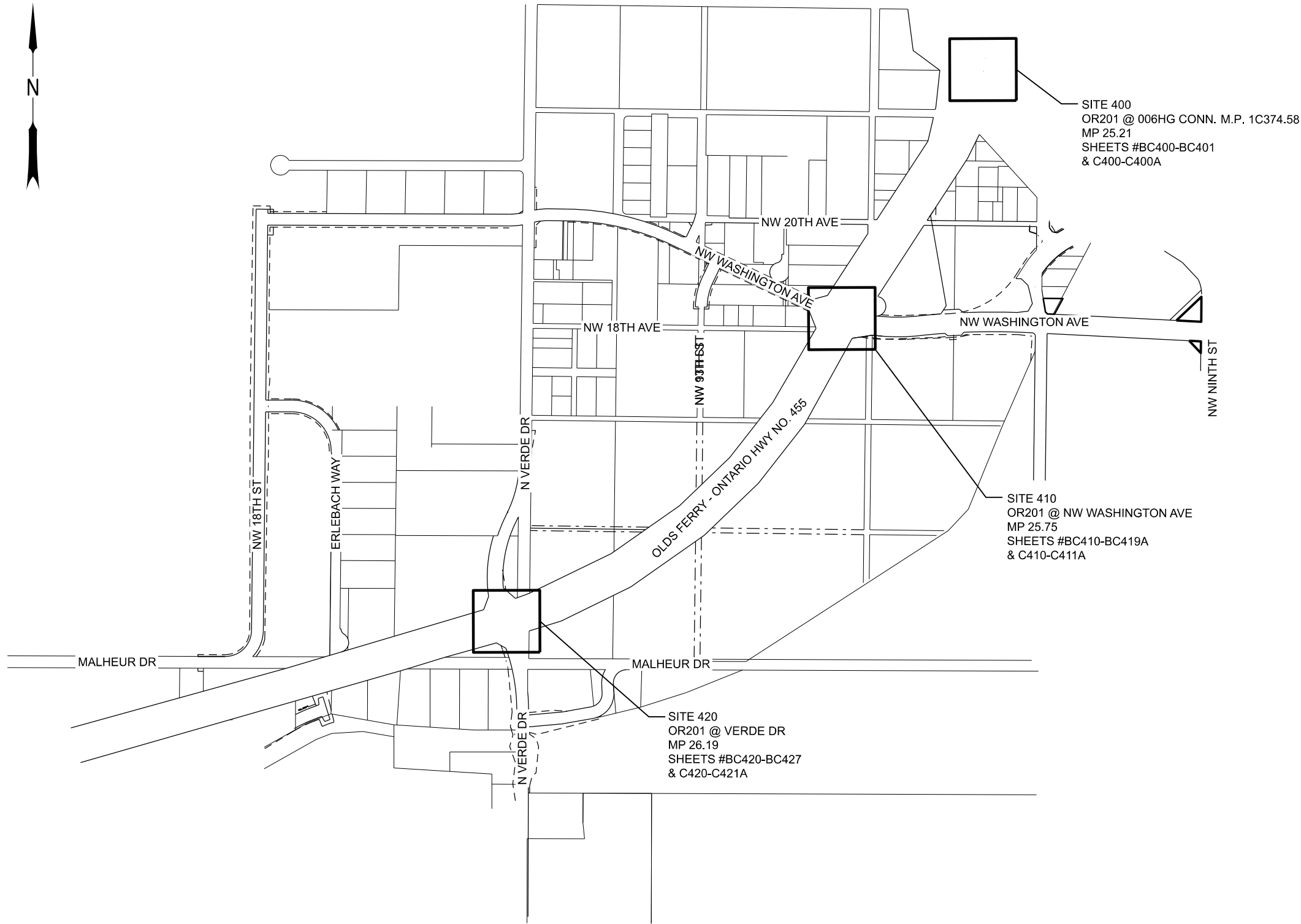


JORDAN VALLEY/ONTARIO/HUNTINGTON/ADRIAN
CURB RAMPS PROJECT
VARIOUS HIGHWAYS
BAKER AND MALHEUR COUNTIES

FEDERAL HIGHWAY ADMINISTRATION	PROJECT NUMBER	SHEET NO.
OREGON DIVISION	SEE SHEET A01	A03

Standard Drawings located on the web at:
<http://www.oregon.gov/ODOT/Engineering/Pages/Standards.aspx>

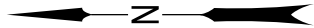
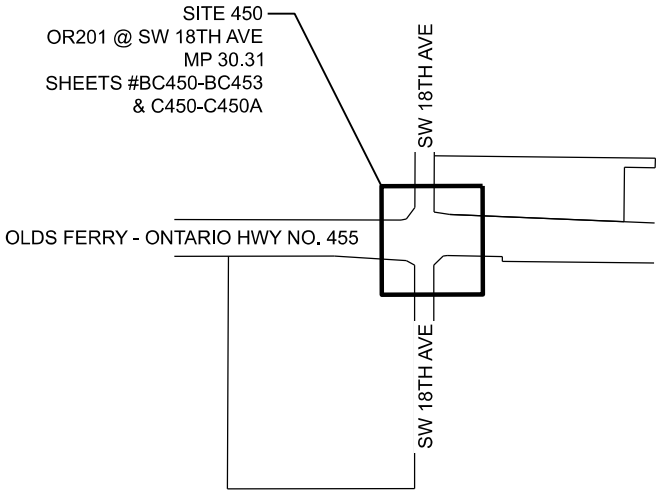
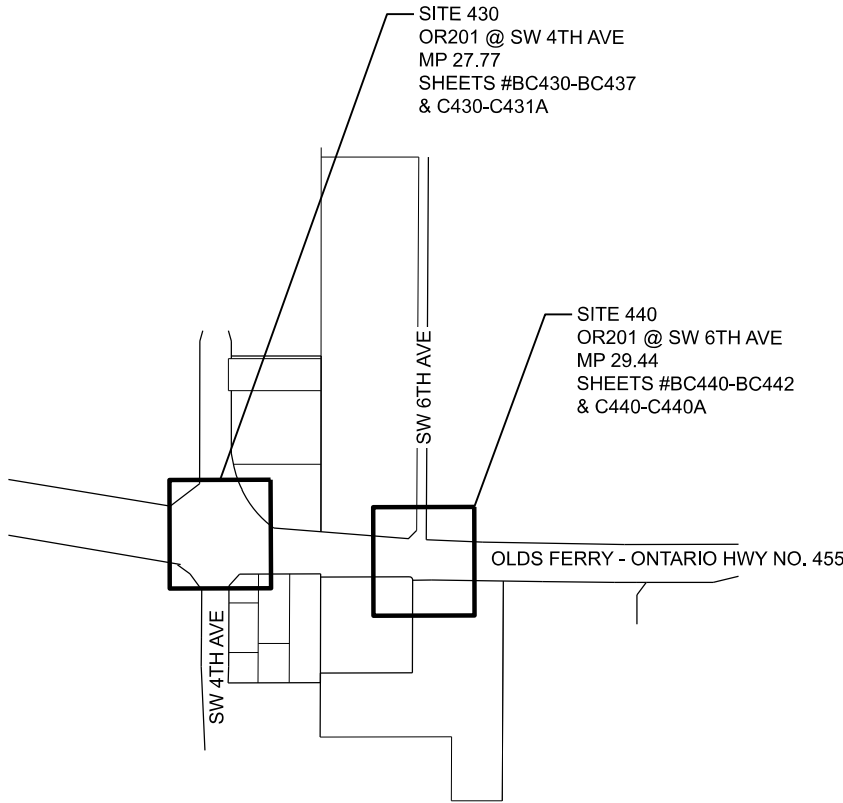
ONTARIO, OR SITE PLAN



JORDAN VALLEY/ONTARIO/HUNTINGTON/ADRIAN
CURB RAMPS PROJECT
VARIOUS HIGHWAYS
BAKER AND MALHEUR COUNTIES

FEDERAL HIGHWAY ADMINISTRATION	PROJECT NUMBER	SHEET NO.
OREGON DIVISION	SEE SHEET A01	A07

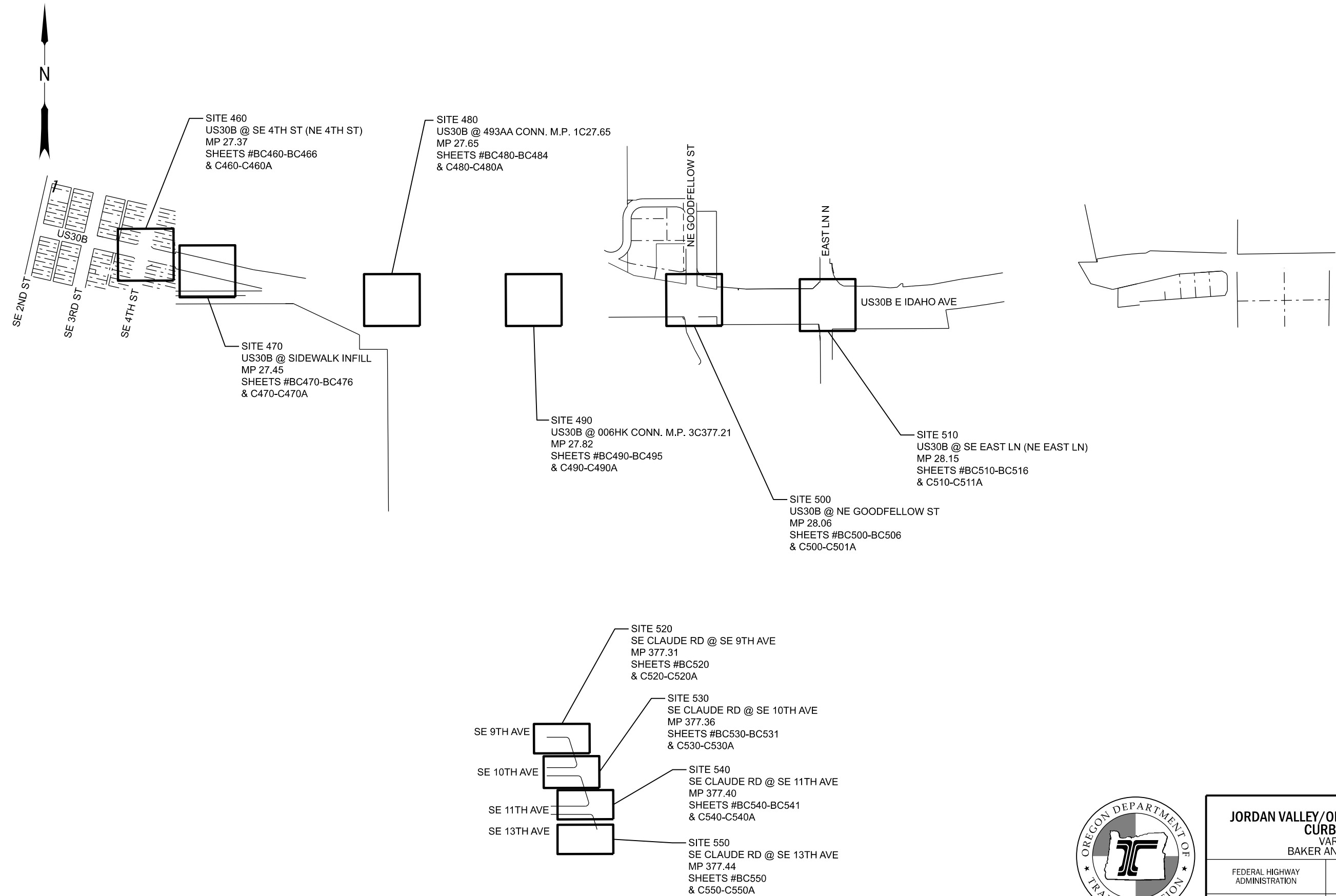
ONTARIO, OR SITE PLAN



JORDAN VALLEY/ONTARIO/HUNTINGTON/ADRIAN
CURB RAMPS PROJECT
VARIOUS HIGHWAYS
BAKER AND MALHEUR COUNTIES

FEDERAL HIGHWAY ADMINISTRATION	PROJECT NUMBER	SHEET NO.
OREGON DIVISION	SEE SHEET A01	A08

ONTARIO, OR SITE PLAN



JORDAN VALLEY/ONTARIO/HUNTINGTON/ADRIAN
CURB RAMPS PROJECT
VARIOUS HIGHWAYS
BAKER AND MALHEUR COUNTIES

FEDERAL HIGHWAY ADMINISTRATION	PROJECT NUMBER	SHEET NO.
OREGON DIVISION	SEE SHEET A01	A09



**AGENDA REPORT
OLD BUSINESS
November 8, 2022**

To: Mayor and City Council

FROM: Dan Cummings, City Manager

THROUGH: Danny K. Cummings, City Manager

SUBJECT: RESOLUTION #2022-143: COMMITTEE APPOINTMENT PROCEDURES

DATE: November 1, 2022

PROPOSED MOTION:

OPTION ONE:

I MOVE THE CITY COUNCIL TO APPROVE RESOLUTION #2022-143, A RESOLUTION CLARIFYING CERTAIN CITY CHARTER PROVISIONS PERTAINING TO THE MAYOR'S AUTHORITY TO APPOINT COMMITTEE MEMBERS SUBJECT TO THE CONSENT OF THE CITY COUNCIL.

OPTION TWO:

I MOVE THE CITY COUNCIL TO APPROVE RESOLUTION #2022-143, A RESOLUTION CLARIFYING CERTAIN CITY CHARTER PROVISIONS PERTAINING TO THE MAYOR'S AUTHORITY TO APPOINT COMMITTEE MEMBERS WITHOUT THE CONSENT OF THE CITY COUNCIL.

SUMMARY:

There has been some confusion in the past due to the difference between the wording within the City Charter and the wording within the adopted Council Rules. It is the desire of the City Council to clarify these provisions by adopting a resolution to make it clear who has the authority to appoint committee members.

BACKGROUND:

Section 3.7 of the City of Ontario Charter of 1985 (the "Charter") provides, in pertinent part, that the mayor will appoint council committees provided by the rules of the council and Section 16 of the City Council Rules and Regulations (the "Rules"), as amended, provides that the council will interview all applicants and announce its selections and appointments for special committees.

Despite Section 3.7 of the Charter and Section 16 of the Rules, the council has historically interpreted Section 3.7 of the Charter and Section 16 of the Rules to provide that the mayor has discretion whether to confer with the council prior to making committee appointments. Because the council is given deference to interpret and apply its own municipal charter, coupled with the council's historical interpretation of Section 3.7 of the Charter and Section 16 of the Rules as discussed above, the council desires to adopt this resolution to clarify who has

the authority to appoint committee members under Section 3.7 of the Charter and/or Section 16 of the Rules.

CURRENT SITUATION:

The City Council has two options presented in front of them, one to adopt the resolution to authorize the mayor to appoint committee members **with** the consent of the Council or two to adopt a resolution to authorize the mayor to appoint committee members **without** the consent of the City Council.

ANALYSIS:

- A. **STRATEGIC PLAN** None
- B. **FINANCIAL** None
- C. **TIMING** Needed in a timely manner so as to move on to other business.
- D. **POLICY/LEGAL** City Council is the authorized body to approve resolutions.

ALTERNATIVES:

No alternatives are offered for this solution.

RECOMMENDATION:

The staff have no recommendations. This is a Council decision.

ATTACHMENTS:

1. Reso 2022-143 Committee Appointmens (without Council Consent) (01440318xB6300)
2. Reso 2022-143 Committee Appointments (Council Consent) (01439303xB6300)



RESOLUTION #2022-143

A RESOLUTION OF CITY OF ONTARIO CLARIFYING CERTAIN CITY CHARTER PROVISIONS PERTAINING TO THE MAYOR'S AUTHORITY TO APPOINT COMMITTEE MEMBERS

- WHEREAS,** Section 3.7 of the City of Ontario Charter of 1985 (the “Charter”) provides, in pertinent part, that the mayor will appoint council committees provided by the rules of the council; and
- WHEREAS,** Section 16 of the City Council Rules and Regulations (the “Rules”), as amended, provides that the council will interview all applicants and announce its selections and appointments for special committees; and
- WHEREAS,** despite Section 3.7 of the Charter and Section 16 of the Rules, the council has historically interpreted Section 3.7 of the Charter and Section 16 of the Rules to provide that the mayor has discretion whether to confer with the council prior to making committee appointments; and
- WHEREAS,** because the council is given deference to interpret and apply its own municipal charter, coupled with the council’s historical interpretation of Section 3.7 of the Charter and Section 16 of the Rules as discussed above, the council desires to adopt this resolution to clarify that the mayor is not obligated to confer with the council or obtain council consent in the appointment of committee members under Section 3.7 of the Charter and/or Section 16 of the Rules.

NOW, THEREFORE, BE IT RESOLVED by and through the City Council of the City of Ontario as follows:

1. Findings. The above-stated findings contained in this Resolution #2022-143 (this “resolution”) are hereby adopted.
2. Clarification. Section 3.7 of the Charter provides that the mayor will have the sole authority or discretion to appoint committee members **without council consent.**
3. Miscellaneous. For purposes of this resolution, the singular includes the plural and the plural includes the singular; the word “or” is not exclusive and the words “include,” “includes,” and “including” are not limiting. Any reference to a particular law, statute, rule, regulation, code, or ordinance includes the law, statute, rule, regulation, code, or ordinance as now in force and hereafter amended. The provisions of this resolution are severable. If any section, subsection, sentence, clause, and/or portion of this resolution is for any reason held invalid, unenforceable, and/or unconstitutional, such invalid, unenforceable, and/or unconstitutional section, subsection, sentence, clause, and/or portion will (a) yield to a construction permitting enforcement to the maximum extent permitted by applicable law, and (b) not affect the validity, enforceability, and/or constitutionality of the remaining portion of this resolution. This resolution may be corrected by order of the council to cure editorial and/or clerical errors.

EFFECTIVE DATE: Effective immediately upon passage.

PASSED AND ADOPTED by the City Council of the City of Ontario this 8th day of November, 2022, by the following vote:

AYES:

NAYS:

ABSENT:

APPROVED by the Mayor this 8th day of November, 2022.

Riley J. Hill, Mayor

ATTEST:

Tori Barnett, MMC, City Recorder



RESOLUTION #2022-143

A RESOLUTION OF CITY OF ONTARIO CLARIFYING CERTAIN CITY CHARTER PROVISIONS PERTAINING TO THE MAYOR'S AUTHORITY TO APPOINT COMMITTEE MEMBERS

- WHEREAS,** Section 3.7 of the City of Ontario Charter of 1985 (the "Charter") provides, in pertinent part, that the mayor will appoint council committees provided by the rules of the council; and
- WHEREAS,** Section 16 of the City Council Rules and Regulations (the "Rules"), as amended, provides that the council will interview all applicants and announce its selections and appointments for special committees; and
- WHEREAS,** Despite Section 3.7 of the Charter and Section 16 of the Rules, the council has historically interpreted Section 3.7 of the Charter and Section 16 of the Rules to provide that the mayor has discretion whether to confer with the council prior to making committee appointments; and
- WHEREAS,** because the council is given deference to interpret and apply its own municipal charter, coupled with the council's historical interpretation of Section 3.7 of the Charter and Section 16 of the Rules as discussed above, the council desires to adopt this resolution to clarify and confirm that the mayor must confer with the council to appoint committee members under Section 3.7 of the Charter and Section 16 of the Rules.

NOW, THEREFORE, BE IT RESOLVED by and through the City Council of the City of Ontario as follows:

1. Findings. The above-stated findings contained in this Resolution #2022-143 (this "resolution") are hereby adopted.
2. Clarification. Section 3.7 of the Charter is interpreted to provide that the mayor has the authority to appoint committee members, **subject to the consent of the Council.**
3. Miscellaneous. For purposes of this resolution, the singular includes the plural and the plural includes the singular; the word "or" is not exclusive and the words "include," "includes," and "including" are not limiting. Any reference to a particular law, statute, rule, regulation, code, or ordinance includes the law, statute, rule, regulation, code, or ordinance as now in force and hereafter amended. The provisions of this resolution are severable. If any section, subsection, sentence, clause, and/or portion of this resolution is for any reason held invalid, unenforceable, and/or unconstitutional, such invalid, unenforceable, and/or unconstitutional section, subsection, sentence, clause, and/or portion will (a) yield to a construction permitting enforcement to the maximum extent permitted by applicable law, and (b) not affect the validity, enforceability, and/or constitutionality of the remaining portion of this resolution. This resolution may be corrected by order of the Council to cure editorial and/or clerical errors.

EFFECTIVE DATE: Effective immediately upon passage.

PASSED AND ADOPTED by the City Council of the City of Ontario this 8th day of November, 2022, by the following vote:

AYES:

NAYS:

ABSENT:

APPROVED by the Mayor this 8th day of November, 2022.

Riley J. Hill, Mayor

ATTEST:

Tori Barnett, MMC, City Recorder



RESOLUTION #2022-133

A RESOLUTION TO CREATE A TATER TOTS TRAIL AD HOC COMMITTEE

WHEREAS, Section XVI of the Council Rules and Procedures allows the Ontario City Council to create an ad hoc committee by resolution; and

WHEREAS, The City of Ontario has deemed it beneficial to involve the community in planning the Tater Tots Trail; and

WHEREAS, The City Council desire to complete this project collaboratively with diverse perspectives.

NOW, THEREFORE BE IT RESOLVED, that the City of Ontario creates the Tater Tots Trail Ad Hoc Committee, which shall dissolve upon December 31, 2023, or upon the City Council's acceptance of a Tater Tots Trail concept design.

THE COMMITTEE SHALL consist of seven members representative of diverse group interests within the City of Ontario that will contribute their knowledge and expertise, such as education professionals, health care professionals, recreation enthusiasts, environmentalists, etc. One City Council member shall serve as a voting member on the committee.

THE COMMITTEE SHALL meet at least once every other month.

THE COMMITTEE SHALL elect from its members the positions of Chair, Vice Chair, and Secretary. The Secretary shall be responsible for preparing agendas as directed by the Chair and recording and transcribing minutes.

THE COMMITTEE SHALL collaborate with the City of Ontario's Tater Tots Trail Core Planning Team on community engagement activities which may include creating a survey, developing charrettes, gathering public feedback, synthesizing results, etc.

THE CITY MANAGER SHALL make city staff reasonably available to coordinate and facilitate the committee's work such as booking rooms and providing materials necessary for events. Staff may facilitate discussions for the committee with the permission of the Chair.

THE COMMITTEE SHALL conclude with their recommendation(s) to the City Council on the Tater Tots Trail concept design being accepted. The committee's recommendation(s) shall be specific, practical, and compatible with Oregon Law.

EFFECTIVE DATE: Immediately upon passage.

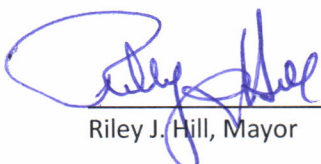
PASSED AND ADOPTED by the Ontario City Council this 9th day of August, 2022.

AYES: MILLS, BAKER, KIRBY, HART, BRADEN, HILL

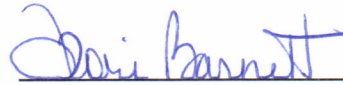
NAYS: NONE

ABSENT: MELENDREZ

APPROVED by the Mayor this 9th day of August 2022.


Riley J. Hill, Mayor

ATTEST:


Tori Barnett, MMC, City Recorder

Committee/Council Liaison Appointments - 2022

Committee	New Term Expires	Current Member	Applicant-Interested
Airport [4 year term]			
Full			
Budget [4 year term]			
Full			
Diversity Advisory [3 year term]			
Public Member			
Public Member			
Ontario Promise/529 Plan			
Full			
Parks [3 year term]			
Full			
Planning Commission [4 year term]			
Full			
Public Works [3 year term]			
Full			
Tater Tot Ad Hoc			
City Councillor	Vacant		
Public Member	Vacant	Antonio Sunseri	
Public Member	Vacant	Andrew Maeda	
Public Member	Vacant	John Breidenbach	
Public Member	Vacant	Philip Milburn	
Public Member	Vacant	Bruce Hunter	
Public Member	Vacant	Barbara Wilson	
Public Member	Vacant	Timothy Davis	
V&C [3 year term]			
Full			

Budget: As needed @ City Hall

Business Loan Fund: As needed @ City Hall

Code Enforcement Review Ad Hoc: 2nd and 4th Thursday each month, 5:30 p.m., @ City Hall

Diversity Advisory: 3rd Wednesday each month, 5:30 p.m., @ City Hall

Marijuana Ad Hoc: As needed, Evenings @ City Hall

Ontario Promise/529 Program: As needed @ City Hall

Parks: 3rd Thursday each month, 6:00 p.m. @ City Hall

Planning: 2nd Monday each month, 6:00 p.m. @ City Hall

Public Works: 3rd Tuesday each month, 3:00 p.m. @ City Hall

Tater Tot Trail Ad Hoc: As needed, Evenings @ City Hall

V&C: 1st Thursday each month, 7:00 a.m. @ Chamber Office

CITY OF ONTARIO

REQUEST FOR BOARD OR COMMISSION APPOINTMENT

Mail , email or personally deliver to: **City of Ontario -- City Recorder**
444 SW 4th St., Ontario, OR 97914
(541) 889-3232 tori.barnett@ontariooregon.org

The Ontario City Council appoints individuals to numerous Boards, Committees, and the Planning Commission. Persons who wish to serve need to provide the following information.

NAME: Maeda George Andrew
Last First, Middle Initial
HOME ADDRESS: 1581 NW 3RD AVE Ontario 97914
Street City Zip Code
TELEPHONE: 541-709-4407 andrew@ontariorecdistrict.com
Home, Work, Cell, or Business (Include Area Code) E-mail Address

Name of Board, Committee, or Commission for appointment requested:

1. Tater Tots Ad Hoc Committee 2. 3.

Community Activities/Civic Organization/Boards/Committees:

Activity / Organization:	Length of Service	Position (s) Held:
City of Ontario Parks Committee	January 2020 - Current	Committee Member
Eastern Oregon Border Board	March 2022 - Current	Board Member
Ontario School District Advisory Committee	January 2022 - June 2022	Committee Member

Employment:

Ontario Recreation District	Executive Director	August 2019 - Current
Current Employer:	Position:	Dates of Employment:

Education:

Master of Science - School of Kinesiology and Recreation, Illinois State University

Please indicate why you are requesting appointment to this Board (s) /Commission (s):

Involvement in the development of recreational activities in Ontario is a primary focus of mine.

Additional Information you feel may be helpful in considering your request for appointment:

Currently managing a multi-million dollar community recreation center project in Ontario.

Andrew Maeda
Signature:

October 21, 2022
Date:

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9/7/22 12:44

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09-07-2022

CITY OF ONTARIO

REQUEST FOR BOARD OR COMMISSION APPOINTMENT

Mail or personally deliver to: **City of Ontario -- City Recorder**
444 SW 4th St., Ontario, OR 97914
(541) 889-3232 FAX (541) 889-7121

The Ontario City Council appoints individuals to numerous Boards, Committees, and the Planning Commission. Persons who wish to serve need to provide the following information.

NAME: Sunseri Antonio J
Last First Middle Initial
HOME ADDRESS: 1123 SW 2nd St. Apt #1 Ontario 97914
Street City Zip Code
TELEPHONE: (541) - 709 - 7927 antoniosunseri@yahoo.com
Home, Work, Cell, or Business (Include Area Code) E-mail Address

Name of Board, Committee, or Commission for appointment requested:

1. Tater Tot Ad Hoc Committee 2. Diversity Advisory Committee 3. _____

Community Activities/Civic Organization/Boards/Committees:

Activity / Organization:

Length of Service

Position (s) Held:

Activity / Organization:	Length of Service	Position (s) Held:
_____	_____	_____
_____	_____	_____
_____	_____	_____

Employment:

Wick Communications/ Lead Press Operator Since January 2022
Current Employer: "The Argus Observer" Position: _____ Dates of Employment: _____

Education:

High School Diploma, Vale High School, 2017

Please indicate why you are requesting appointment to this Board (s) /Commission (s):

In order to be more active and so that more young people are on the committees.

Additional Information you feel may be helpful in considering your request for appointment:

I am enthusiastic about plans for the Tater Tot Trail, I want to see it be as great as possible while also protecting environmental impacts of the trail.

A J Sunseri
Signature:

September 7, 2022
Date:

SUBMIT

RESET FORM

CITY OF ONTARIO

REQUEST FOR BOARD OR COMMISSION APPOINTMENT

Mail or personally deliver to: **City of Ontario -- City Recorder**
444 SW 4th St., Ontario, OR 97914
(541) 889-3232 FAX (541) 889-7121

The Ontario City Council appoints individuals to numerous Boards, Committees, and the Planning Commission. Persons who wish to serve need to provide the following information.

NAME: Wilson Barbara K.
Last First, Middle Initial
HOME ADDRESS: P.O. Box 833 Payette, Idaho 83661
Street City Zip Code
TELEPHONE: 208. 401.6647 promatepayetteidaho@gmail.com
Home, Work, Cell, or Business (Include Area Code) E-mail Address
or Idahoarb@gmail.com

Name of Board, Committee, or Commission for appointment requested:

Teton Tot Trail
1. 2. 3.

Community Activities/Civic Organization/Boards/Committees:

Activity / Organization:	Length of Service	Position (s) Held:
<u>Promote Payette</u>	<u>2015 - Now</u>	<u>Ex. Director</u>
<u>Payette River Walk</u>	<u>- Subcommittee of Promote</u>	

Employment:

<u>Promote Payette</u>	<u>Ex Director</u>	<u>2015</u>
Current Employer:	Position:	Dates of Employment:

Education:

Payette High School

Please indicate why you are requesting appointment to this Board (s) /Commission (s):

referral from Dan Cummings

Additional Information you feel may be helpful in considering your request for appointment:

Barbara Wilson 10-20-2022
Signature: Date:

received 107
9/1/2021
CITY OF ONTARIO
REQUEST FOR BOARD OR COMMISSION APPOINTMENT

Mail or personally deliver to: City of Ontario -- City Recorder
444 SW 4th St., Ontario, OR 97914
(541) 889-3232 FAX (541) 889-7121

The Ontario City Council appoints individuals to numerous Boards, Committees, and the Planning Commission. Persons who wish to serve need to provide the following information.

NAME: HUNTER BRUCE E
Last First Middle Initial
HOME ADDRESS: 1251 SW 12th St Ontario 97914
Street City Zip Code
TELEPHONE: 208 573 5556 brucehunter@yahoo.com
Home, Work, Cell, or Business (Include Area Code) E-mail Address

Name of Board, Committee, or Commission for appointment requested:

1. INTERIOR TRAIL 2. _____ 3. _____

Community Activities/Civic Organization/Boards/Committees:

Activity / Organization:	Length of Service	Position (s) Held:
<u>Budget Committee</u>	<u>ABOUT 14 yrs</u>	<u>CHAIRMAN</u>
_____	_____	_____
_____	_____	_____

Employment:

Current Employer:	Position:	Dates of Employment:
<u>Retired</u>	_____	_____

Education:

B.S. Degree in Agronomy

Please indicate why you are requesting appointment to this Board (s) /Commission (s):

Want to help better our community

Additional Information you feel may be helpful in considering your request for appointment:

Bruce E Hunter
Signature:

January 24, 2022

Date:

SUBMIT

RESET FORM

Please Type or Print
With Blue Ballpoint

Please Type or Print
with Blue Ballpoint

CITY OF ONTARIO REQUEST FOR BOARD OR COMMISSION APPOINTMENT

Mail or personally deliver to: *City of Ontario -- City Recorder*
444 SW 4th St., Ontario, OR 97914
(541) 889-3232 FAX (541) 889-7121

The Ontario City Council appoints individuals to numerous Boards, Committees, and the Planning Commission. Persons who wish to serve need to provide the following information.

NAME: Breidenbach John A
Last First Middle Initial

HOME ADDRESS: 907 Sw 4th Street Ontario 97914
Street City Zip Code

TELEPHONE: 208-739-1640 ceo@ontariochamber.com
Home, Work, Cell, or Business (Include Area Code) E-mail Address

Name of Board, Committee, or Commission for appointment requested:

Tater Tot Ad Hoc Committee
1. 2. 3.

Community Activities/Civic Organization/Boards/Committees:

Activity / Organization:	Length of Service	Position (s) Held:
<u>Ontario Planning and Zoning</u>	<u>5 years</u>	<u>Commissioner</u>
<u>Revitalize Ontario</u>	<u>7 years</u>	<u>Board member</u>
<u></u>	<u></u>	<u></u>

Employment:

<u>Ontario Area Chamber</u>	<u>CEO</u>	<u>4-15-2005</u>
Current Employer:	Position:	Dates of Employment:

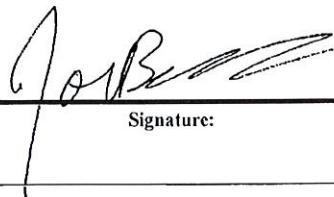
Education:

High School : US Army ,TVCC

Please indicate why you are requesting appointment to this Board (s) /Commission (s):

With my employment at the Chamber/ V&C I maybe able to ad value to the committee.

Additional Information you feel may be helpful in considering your request for appointment:


Signature:

October 20, 2022
Date:

Submit

Reset

CITY OF ONTARIO

REQUEST FOR BOARD OR COMMISSION APPOINTMENT

Mail or personally deliver to: *City of Ontario -- City Recorder*
444 SW 4th St., Ontario, OR 97914
(541) 889-3232 FAX (541) 889-7121

The Ontario City Council appoints individuals to numerous Boards, Committees, and the Planning Commission. Persons who wish to serve need to provide the following information.

NAME: Milburn Philip J
Last First, Middle Initial
HOME ADDRESS: 1436 Crest Way Ontario 97914
Street City Zip Code
TELEPHONE: 541-709-0172 philburn_1@msn.com
Home, Work, Cell, or Business (Include Area Code) E-mail Address

Name of Board, Committee, or Commission for appointment requested:

Tater Tot Trail
1. 2. 3.

Community Activities/Civic Organization/Boards/Committees:

Activity / Organization:	Length of Service	Position (s) Held:
<u>Maupin Translator Distrcit</u>	<u>4 years</u>	<u>Board Member</u>
<u>SE Oregon Resource Advisory Council</u>	<u>7 Years</u>	<u>Member and Chariman for 5yrs</u>
<u></u>	<u></u>	<u></u>

Employment:

Current Employer:	Position:	Dates of Employment:
<u>State of Oregon Dept Fish & Wildlife</u>	<u>Distrcit Manager</u>	<u>1996 - Present</u>

Education:

BS Wildlife Mgmt Texas Tech University

Please indicate why you are requesting appointment to this Board (s) /Commission (s):

I am excited about the potential for the tater tot trail to provide an accessible outdoor recreational opportunity for our community.

Additional Information you feel may be helpful in considering your request for appointment:

See attached

I may have a potential conflict of interest with my employment. This project aligns very well with goals of my employer. But if applying for funding through my agency or review of land use permits that may be required will result in a conflict I will need declare. Decisions on funding and permits will be made.

Philip Milburn
Signature:

September 20, 2022

Date:

Submit

Reset

Additional Information – Potential Conflict of Interest

I may have a potential conflict of interest with my employment. This project aligns very well with goals of my employer and will likely receive support. However, if applying for funding through my agency and review of any land use permits that may be required could be viewed as a potential conflict. Review of funding applications and any land use permits that may be required will be made by other staff and I will isolate myself from those decisions at work. I do not anticipate this will affect my ability to full participate in the Tater Tot Trail Committee. The conflict of interest, if any will occur at my job.

CITY OF ONTARIO

REQUEST FOR BOARD OR COMMISSION APPOINTMENT

Mail or personally deliver to: **City of Ontario -- City Recorder**
444 SW 4th St., Ontario, OR 97914
(541) 889-3232 FAX (541) 889-7121

The Ontario City Council appoints individuals to numerous Boards, Committees, and the Planning Commission. Persons who wish to serve need to provide the following information.

NAME: Davis Timothy L
Last First, Middle Initial
HOME ADDRESS: 1967 Westridge Dr Ontario 97914
Street City Zip Code
TELEPHONE: 541-212-1907 owyheefriends@gmail.com
Home, Work, Cell, or Business (Include Area Code) E-mail Address

Name of Board, Committee, or Commission for appointment requested:

Tator Tot Trail Ad Hoc Committee
1. 2. 3.

Community Activities/Civic Organization/Boards/Committees:

Activity / Organization:	Length of Service	Position (s) Held:
<u>SE Oregon Resource Advisory Council</u>	<u>4 Years</u>	<u>Rep Enviromental Orgs</u>
<u>Oregon Trails Coalition</u>	<u>3 Years</u>	<u>Eastern Oregon Rep.</u>
<u>Oregon Conservation & Rec Advisory Com</u>	<u>2 Years (Ended Jan 2022)</u>	<u>Northern Basin & Range</u>

Employment:

<u>Friends of the Owyhee</u>	<u>Executive Director/Founder</u>	<u>1/1/2019 - Present</u>
Current Employer:	Position:	Dates of Employment:

Education:

Adrian High School Diploma

Please indicate why you are requesting appointment to this Board (s) /Commission (s):

Interest in Outdoor Recreation in Ontario and Malheur County

Additional Information you feel may be helpful in considering your request for appointment:


Signature:

10/24/2022

Date:

Reset



**AGENDA REPORT
OLD BUSINESS
November 8, 2022**

To: Mayor and City Council
FROM: Dan Cummings, City Manager
THROUGH: Danny K. Cummings, City Manager
SUBJECT: AQUATIC CENTER TRANSFER DEED
DATE: November 2, 2022

PROPOSED MOTION:

I MOVE THE CITY COUNCIL TO APPROVE THE TRANSFER OF THE AQUATIC CENTER PROPERTY AS PER THE INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN THE CITY OF ONTARIO AND THE ONTARIO RECREATION DISTRICT DATED JUNE 30, 2019 AND AUTHORIZE THE MAYOR TO SIGN THE BARGAIN AND SALE DEED TO COMPLETE THE IGA.

SUMMARY:

As part of the creation of the Ontario Recreation District approved by the voters in November of 2018, the City of Ontario and the Ontario Recreation District entered into an Agreement Acquisition, which in Section 4 of the Agreement, a portion of the city property known as the Lions Park containing structures relating to the Ontario Aquatic Center and Recreation Department.

BACKGROUND:

Due to budget issues and the City of Ontario no longer being able to provide funding for the Ontario Recreation Department, the Ontario Recreation District was formed by the voters in November of 2018. To help the newly formed recreation district to be a success, the city of Ontario agreed to deed over certain properties to the District to have real property assets for future grants.

In June of 2019 the City of Ontario and the Ontario Recreation District entered into an Intergovernmental Agreement (IGA) to transfer these assets over to the Recreation District.

To accomplish the transfer, a Survey and Partition Plat is required to create the parcel of land to be deeded over to the Recreation District.

CURRENT SITUATION:

The parcel of land to be deeded to the Recreation District was completed under Partiton Plat 22-21 and is now ready to be transferred to the Ontario Recreation District.

ANALYSIS:

- A. **STRATEGIC PLAN** This action is in line with the City Council Strategic plan for the Desirability and Lifestyle of the Community by providing more recreational options for the community.
- B. **FINANCIAL** The city and the recreation district shared equally in the cost of the survey and the city will cover the cost of the recording of the transfer deed, which is \$97.00.
- C. **TIMING** This action is needed in a timely manner to complete the agreement made in 2019.
- D. **POLICY/LEGAL** The City Council is the governing body required to deed city property.

ALTERNATIVES:

The Council could choose to wait to deed this property until a later date, but this option would not be in compliance with the approved IGA.

RECOMMENDATION:

Staff recommends the City Council approve the transfer of the property to the Ontario Recreation District and authorize the Mayor to sign the Bargain and Sale transfer deed.

ATTACHMENTS:

- 1. IGA-City & Rec District - Recreational Structures in Lions Park 06-30-2020
- 2. Partition Plat 22-21_ Exhibit
- 3. Transfer BS DEED City to Rec Dist



INTERGOVERNMENTAL AGREEMENT
REGARDING CERTAIN RECREATION STRUCTURES IN LIONS PARK

THIS AGREEMENT, effective the 30th day of June, 2019, is by and between the CITY OF ONTARIO, a municipal corporation organized under the laws of the State of Oregon, hereinafter referred to as the "City"; and the ONTARIO RECREATION DISTRICT, a park and recreation district organized under ORS Chapter 266, hereinafter referred to as the "Recreation District".

RECITALS

WHEREAS, the City holds legal title to a municipal park in the City known as Lions Park, in which is located certain buildings and structures referred to hereinafter as the Lions Park Structures; and

WHEREAS, the Lions Park Structures subject to this Agreement consist the following structures: 1) Aquatic Center and Recreation Department Office; 2) Splash Park; 3) Skate Park; and 4) Tennis Courts, as described on Exhibit "1" and marked on the diagram shown in Exhibit "2" attached hereto; and

WHEREAS, the Aquatic Center houses an indoor swimming pool which, because of a lack of funds, is in a state of disrepair and has been closed to the public for several years, as well as an office which until recently was used by the City as the headquarters for the City's Recreation Department; and

WHEREAS, because of a lack of funds to continue the City's Recreation Department, the City Council made the decision to terminate funding for the City's Recreation Department after June 30, 2019; and

WHEREAS, in November, 2018, the voters of the Ontario School District 8C approved the formation of, and a tax base for, the Recreation District for the purpose of operating and maintaining a recreation program to replace the programs provided through the City's Recreation Department; and

WHEREAS, the City Council of the City of Ontario finds that the Lions Park Structures will no longer be needed for a public use by the City after June 30, 2019, as long as the Recreation District assumes responsibility for the operation of the Lions Park Structures and the recreation programs previously provided by the Ontario Recreation Department; and

WHEREAS, the City also owns a motor vehicle and trailer which have been used exclusively by the Recreation Department, which are not no longer needed for a public use by the City, and which the City Council desires to donate to the Recreation District; and

WHEREAS, the Recreation District is ready, willing and able to take over the responsibility for the operation and maintenance of the Lions Park Structures after June 30, 2019, subject to the conditions set forth in this Agreement; and

WHEREAS, ORS 190.010 authorizes the City and the Recreation District to enter into an intergovernmental agreement for the purposes set forth herein.

AGREEMENT

SECTION 1. TRUTH OF RECITALS.

The foregoing Recitals are true and correct and are incorporated by reference.

SECTION 2. ASSUMPTION OF MANAGEMENT OF LIONS PARK STRUCTURES.

Effective July 1, 2019, the Recreation District shall assume all responsibility for the management and maintenance of the Lions Park Structures, subject to the terms and conditions of this Agreement.

SECTION 3. CONSTRUCTION OF SPLASH PARK IMPROVEMENTS.

The Splash Park opened on May 30, 2019. The City is currently administering a grant from the State of Oregon Parks and Recreation Department dedicated to paying for the materials, equipment and labor to construct certain public improvements to the Splash Park (the "Splash Park Improvements"), including the installation of restrooms to serve the Splash Park and Skate Park. The City will continue to use the grant funds for that purpose until the Splash Park Improvements are completed sometime after June 30, 2019. After June 30, 2019, The City will continue to be responsible for all grant administration, public contracting and construction activities in connection with of the Splash Park Improvements until they are completed and the grant is closed. The City shall complete the Splash Park Improvements by October 31, 2020, unless both parties to this Agreement mutually agree to extensions which shall not be unreasonably denied by the Recreation District.

SECTION 4. DEED TO REAL PROPERTY WITH LIONS PARK STRUCTURES.

Upon the completion of the Splash Park Improvements and the closing of the grant referred to in Section 3, the City will convey to the Recreation District by deed the real property on which all Lions Park Structures are located, including the Splash Park Improvements, subject to a reversionary interest in the City if the real property ceases to be used for the purpose of public recreation, or uses incident to the purpose of public recreation, as defined in the deed. The parties to this Agreement shall agree upon the terms of the reversionary interest referred to in this Section but in no event shall the real property revert to the City as long as the Recreation District is still utilizing the same in the performance of its functions.

SECTION 5. IMPROVEMENTS TO AQUATIC CENTER.

The Recreation District's long term goal is to obtain funding to reopen the Aquatic Center for public use. Until that time, the Recreation District shall continue to maintain the Aquatic Center in its present condition without providing access to the public to the portion of the building that houses the indoor pool. Until the real property on which the Aquatic Center is formally conveyed to the Recreation District by deed under Section 4, the City will reasonably cooperate with the Recreation District in submitting any grant applications and other funding applications on which the City's signature is required, The City shall remove the chlorine tanks in the Aquatic Center at its own expense. With that exception the City shall not be obligated to make any future financial commitments to the Aquatic Center in connection with any funding requests.

SECTION 6. DONATION OF MOTOR VEHICLE AND TRAILER

The City hereby donates to the Recreation District, and the Recreation District accepts, the 1993 Ford Explorer and 2017 Continental Cargo Utility Trailer previously used by the Recreation Department. The City has provided the Recreation District with all documents necessary to transfer those titles to the Recreation District.

SECTION 7. HOLD HARMLESS.

Each party shall indemnify and hold the other harmless for any claims brought against the other party for the performance of, or the failure to perform, any activities undertaken by each party pursuant to this Agreement, to the extent of the limits of the Oregon Tort Claims Act. In addition to the City's obligation to indemnify and hold Recreation District Harmless as set forth in the preceding sentence and subject to the limits of the Oregon Tort Claims Act, City shall also forever indemnify, reimburse and hold harmless Recreation District, its employees, agents and independent contractors from and against any and all claims, costs, expenses, (including attorney fees), losses, damages, fines, charges, action or other liabilities of any description arising out of or in any way connected with City's possession through June 30th 2019 and use of the real property, City's conduct with respect to the property or any condition of the property to the extent the same exists on the date Recreation District commences operation of the property pursuant to this agreement.

In addition to the Recreation District's obligation to indemnify and hold City Harmless as set forth in the first sentence of this Section and subject to the limits of the Oregon Tort Claims Act, Recreation District shall also forever indemnify, reimburse and hold harmless City, its employees, agents and independent contractors from and against any and all claims, costs, expenses, (including attorney fees), losses, damages, fines, charges, action or other liabilities of any description arising out of or in any way connected with Recreation District's possession and use of the real property, Recreation District's conduct with respect to the property or any condition of the property to the extent the same arises after the date Recreation District commences operation of the property pursuant to this agreement.

SECTION 8. ASSIGNMENT OF CONTRACTS.

Prior to July 1, 2019 the City shall provide to the Recreation District copies of all contract documents setting forth the City's obligation to provide recreation department programs after July 1, 2019. The City and the Recreation District shall negotiate in good faith on the assignment of those obligations to the Recreation District.

SECTION 9. NO THIRD PARTY RIGHTS.

It is expressly understood and agreed that enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to the City and the Recreation District, and nothing contained in this Agreement shall give or allow any such claim or right of action by any other third party on such Agreement. It is the express intention of the parties that any person other than the City and the Recreation District receiving services or benefits under this Agreement shall be deemed to be an incidental beneficiary only.

SECTION 10. ENTIRE AGREEMENT.

This Agreement contains the sole and entire agreement between the parties regarding the subject matter hereof, and supersedes any and all prior agreements between the parties. The parties acknowledge and agree that neither of them has made any representations with respect to the subject matter of this Agreement, or any representation inducing the execution and delivery hereof, except such representations as are specifically set forth herein, and each of the parties hereto acknowledges that it has relied on its own judgment in entering into the same.

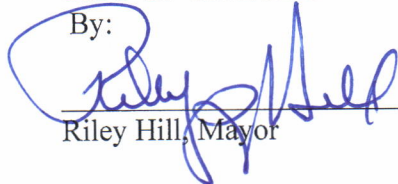
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IN WITNESS WHEREOF the parties have executed this Agreement in duplicate originals to be effective on the date set forth at the beginning of this Agreement.

CITY OF ONTARIO

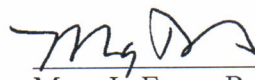
By:



Riley Hill, Mayor

ONTARIO RECREATION DISTRICT

By:



Mary Jo Evers, Board Chair

Attest:



Tori Barnett, MMC, City Recorder

Exhibit "1"

Land in the City of Ontario, Malheur County Oregon in the SW1/4SE1/4 of Section 4, Township 18 South, Range 47 East, of the Willamette Meridian, within Blocks 297 and 298 and portions of Vacated Street and Alley rights of ways vacated under Ordinance number 752 in Wilson's Supplemental Plat to the City of Ontario according to the Official Plat thereof more Particularly described as follows:

Beginning at the SE corner of said Block 298;

thence N. $76^{\circ} 55' 30''$ W. coincident with the south boundary of said Block 298, 377.00 feet;

thence N. $13^{\circ} 04' 49''$ E., parallel with the east boundary of said Block 298, 84.00 feet;

thence N. $76^{\circ} 55' 30''$ W., parallel with said south boundary, 40.00 feet;

thence N. $13^{\circ} 04' 49''$ E., parallel with said east boundary, 50.00 feet;

thence S. $76^{\circ} 55' 30''$ E., parallel with said south boundary, 42.00 feet;

thence N. $71^{\circ} 14' 00''$ E., 34.51 feet;

thence S. $76^{\circ} 55' 30''$ E., parallel with said south boundary, 59.60 feet;

thence N. $13^{\circ} 04' 49''$ E., 177.99 feet, more or less, to a point on the extended south boundary of said Block 297;

thence S. $76^{\circ} 54' 42''$ E., coincident with said south boundary of Block 297, 166.02 feet;

thence N. $13^{\circ} 04' 23''$ E., 50.00 feet to the NW corner of Lot 19 of said Block 297;

thence S. $76^{\circ} 54' 52''$ E., coincident with the north boundary of said Lot 19, 120.07 feet, more or less, to the NE corner of said Lot 19;

thence SW coincident with the east boundary of said Blocks 297 and 298 to the **Point of Beginning**.

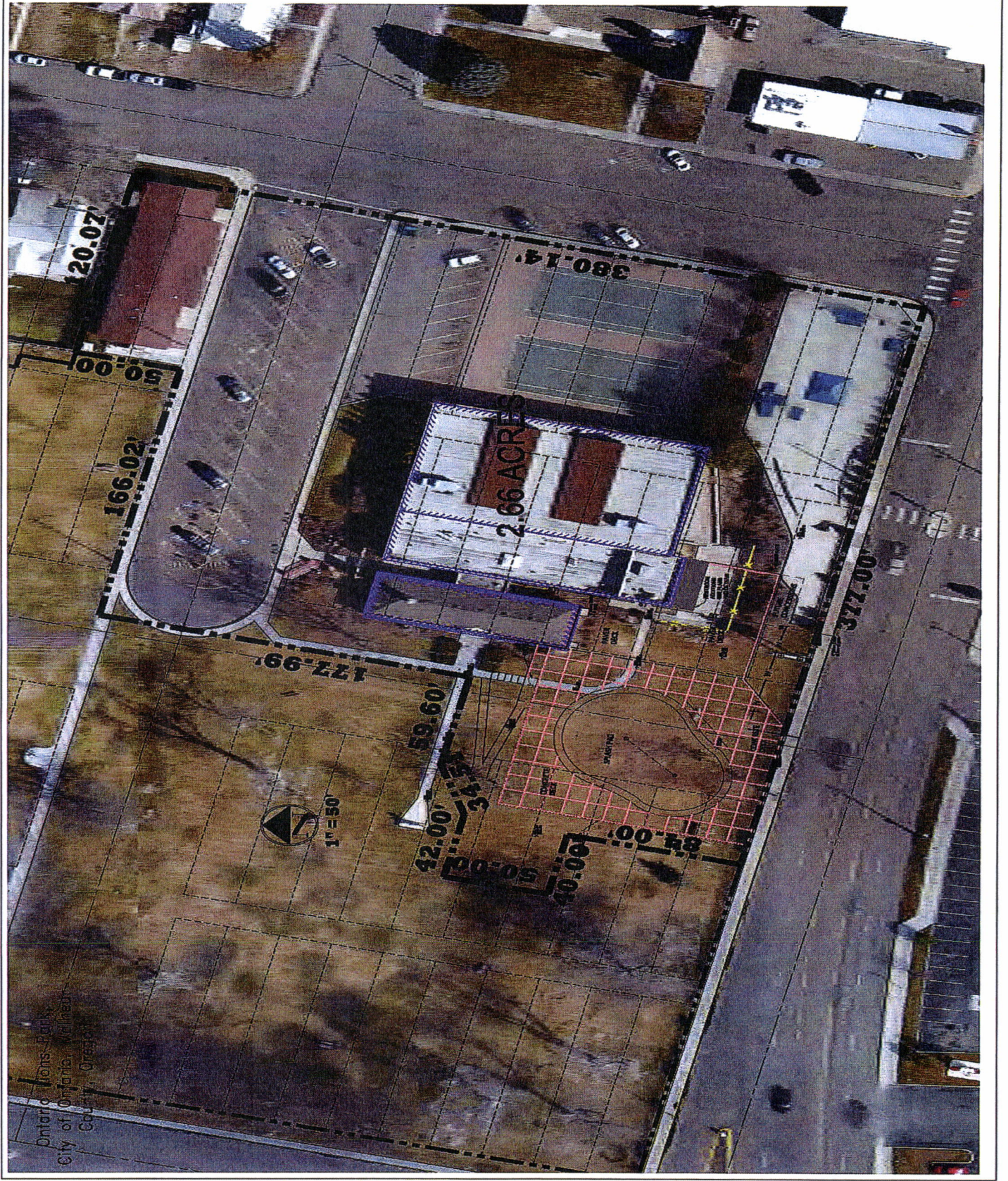
Containing 2.66 Acres, more or less.

The Basis of Bearings and distance for this description are based on the record of survey filed under County Survey Number 18-47-0878 filed in the office of the Malheur County Surveyor.

-End of Description-

Exhibit “2”

ONTARIO RECREATION DISTRICT AREA



Until a change is requested, all tax
statements shall be sent to:
Ontario Recreation District
745 SW 3rd Avenue
Ontario, OR 97914

After recording return to:
City of Ontario
Attn. City Recorder
444 SW 4th Street
Ontario, OR 97914

BARGAIN and SALE DEED

As consideration for this transfer, property or other value was either part or whole of consideration.

The **CITY OF ONTARIO**, a municipal corporation, whose current address is 444 SW 4th Street, Ontario, Oregon, 97914, as the Grantor, individually and as trustee of the real property herein described, hereby grants, bargains, and conveys to **ONTARIO RECREATION DISTRICT**, a Park and Recreation District organized under ORS Chapter 266, whose current address is 745 SW 3rd Avenue, Ontario, Oregon, 97914, being the Grantee, effective as to the date of this Deed the Grantor conveys to the Grantee the real property located in Malheur County, and more particularly described as follows:

Parcel No. 2 of Partition Plat 22-21 as per the Official Plat thereof recorded under
Instrument No. 2022-5169 on November 01, 2022, Deed records of Malheur
County.

The real property shall be used by the Grantee for park and recreational purposes only, and in the event that the same shall not be so used or continue to be so used for said purposes by the Ontario Recreation District, then the real property and the whole thereof shall revert to and revest in the Grantor, without any act by the Grantor.

“BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON’S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, AND SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7 CHAPTER 8 OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, AND SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010”.

Dated this _____ day of _____, 2022.

Grantor:

CITY OF ONTARIO, OREGON
By:

Riley J. Hill, Mayor

Attest:

Tori Barnett, MMC, City Recorder

STATE OF OREGON)
) SS
COUNTY OF MALHEUR)

The foregoing instrument was acknowledged by Riley J. Hill, Mayor, City of Ontario, before me this _____ day of _____, 2022.

Notary Public-Oregon

My commission expires: _____



**AGENDA REPORT
NEW BUSINESS
November 8, 2022**

To: Mayor and City Council

FROM: Justin Zysk, Airport Manager

THROUGH: Danny K. Cummings, City Manager

**SUBJECT: RESOLUTION #2022-145: AMENDING THE CLASSIFICATION AND
COMPENSATION PLAN**

DATE: October 28, 2022

PROPOSED MOTION:

I MOVE THE CITY COUNCIL TO APPROVE RESOLUTION #2022-145, A RESOLUTION AMENDING THE CLASSIFICATION AND COMPENSATION PLAN TO ADD THE POSITION OF "PLANNING DIRECTOR" AND TO REMOVE THE POSITION OF "ASSISTANT CITY MANAGER".

SUMMARY:

The Classification and Compensation Plan (Resolution #2022-116) was approved by the City Council on April 26, 2022. The Plan provides a means to comply with the Oregon Pay Equity Law by objectively providing vertical and horizontal equity among non-represented positions. The Community Development Department would like to create the position of "Planning Director". When a new position is created, it needs to be added to the Plan so the city can equitably compensate the employee.

Additionally, the position of Assistant City Manager was tailored around a specific employee who is no longer employed by the city. For this reason, the position is not in the correct place amongst the other positions on the Plan and should be removed until such time the position is approved by the Council.

BACKGROUND:

During the appointment of the Economic Development Director to the City Manager position, succession planning efforts were discussed around either adding a Planner, a Planning Technician or a Planning or Economic Development Director. It has been identified that a Planning Director is needed to assist in the work load within the Community Development, Economic Development and Planning department. As such, the recruiting of a Planning Director has commenced.

CURRENT SITUATION:

The City Manager and the Human Resources Manager collaborated on creating a job description for the Planning Director and used that document to identify the corresponding class and grade on the overall Compensation and Classification Plan. It has been identified that the position of Planning Director falls within grade Q. The position of Assistant City Manager is no longer needed and also falls under grade Q.

ANALYSIS:

- A. **STRATEGIC PLAN** There is no strategic plan impact.
- B. **FINANCIAL** There is no financial impact from amending the Classification and Compensation Plan.
- C. **TIMING** The Community Development Department has started recruiting to fill the Planning Director position and in order to fill it, there will need to be an identified position on the Plan.
- D. **POLICY/LEGAL** A motion from City Council is necessary to add the Planning Director position and to remove the Assistant City Manager to the Plan. The Council also needs to approve resolutions.

ALTERNATIVES:

The City Council could choose not to adopt Resolution #2022-145, which would result in higher pay due to a "working out of class" wage.

RECOMMENDATION:

Staff recommends approving Resolution #2022-145, amending the Classification and Compensation Plan to add the position of Planning Director and removing the position of Assistant City Manager.

ATTACHMENTS:

- 1. Reso #2022-145 Amend Comp & Class Plan
- 2. Class & Comp Plan



RESOLUTION #2022-145

A RESOLUTION TO AMEND THE CLASSIFICATION AND COMPENSATION PLAN

- WHEREAS,** the Oregon Pay Equity Law prohibits discrimination between employees in the payment of wages or other compensation; and
- WHEREAS,** a Classification and Compensation plan objectively provides vertical and horizontal equity among non-represented positions; and
- WHEREAS,** the City of Ontario wants to compensate its employees fairly and competitively; and
- WHEREAS,** the City of Ontario staff studied and created a Classification and Compensation Plan for non-represented employees of the City; and
- WHEREAS,** the Classification and Compensation plan was reviewed and approved by multiple human resource professionals, both public and private, in the community; and
- WHEREAS,** the Ontario City Council approved the Classification and Compensation Plan in Resolution #2022-116 on April 26, 2022; and
- WHEREAS,** a new position has been approved by the Ontario City Council that has not yet been added to the Classification and Compensation plan.

NOW, THEREFORE, BE IT RESOLVED by the Ontario City Council, to amend Resolution #2022-116 and adopt the attached City of Ontario Classification and Compensation Plan.

BE IT FURTHER RESOLVED that the edits to the City Personnel Manual to implement the Classification and Compensation Plan that were approved in Resolution #2019-123 on June 18, 2019, remain unchanged.

BE IT FURTHER RESOLVED that the Classification and Compensation Plan will be adjusted only by Council action during the budget for cost-of-living adjustments or outside of the budget for market adjustments or to add new positions.

EFFECTIVE DATE: Effective immediately upon passage.

PASSED AND ADOPTED by the Ontario City Council this 8th day of November 2022, by the following vote:

AYES:

NAYS:

ABSENT:

APPROVED by the Mayor this 8th day of November 2022.

ATTEST

Riley J. Hill, Mayor

Tori Barnett, MMC, City Recorder

		Hourly Wage Range					
Position	Grade	Min	Max	Annual Min	Annual Max	Monthly Max	Monthly Max
	A	\$ 11.41	\$ 14.28				
	B	\$ 12.11	\$ 15.16				
	C	\$ 12.86	\$ 16.09				
	D	\$ 13.65	\$ 17.08				
Front Desk Receptionist	E	\$ 14.49	\$ 18.14	\$30,140.42	\$ 37,724.38	\$ 2,511.70	\$ 3,143.70
Planning Tech	F	\$ 15.38	\$ 19.26	\$31,999.42	\$ 40,051.14	\$ 2,666.62	\$ 3,337.59
Fire Admin Assistant	G	\$ 16.33	\$ 20.44	\$33,973.07	\$ 42,521.41	\$ 2,831.09	\$ 3,543.45
	H	\$ 17.34	\$ 21.70				
PPS	I	\$ 18.41	\$ 23.04				
	J	\$ 19.55	\$ 24.46				
	K	\$ 20.75	\$ 25.97	\$43,162.42	\$ 54,022.98	\$ 3,596.87	\$ 4,501.92
	L	\$ 22.03	\$ 27.57				
Tech Specialist	M	\$ 23.39	\$ 29.28	\$48,650.94	\$ 60,892.54	\$ 4,054.25	\$ 5,074.38
HR Manager, Police Office Manager	N	\$ 24.83	\$ 31.08	\$51,651.63	\$ 64,648.25	\$ 4,304.30	\$ 5,387.35
City Recorder, Airport Manager, Building Inspector	O	\$ 26.36	\$ 33.00	\$54,837.39	\$ 68,635.62	\$ 4,569.78	\$ 5,719.63
	P	\$ 27.99	\$ 35.03				
Assistant City Manager Planning Director	Q	\$ 29.72	\$ 37.19	\$61,810.50	\$ 77,363.31	\$ 5,150.87	\$ 6,446.94
Building Official	R	\$ 31.55	\$ 39.49	\$65,622.83	\$ 82,134.91	\$ 5,468.57	\$ 6,844.58
	S	\$ 33.50	\$ 41.92				
	T	\$ 35.56	\$ 44.51				
Community and Economic Development Director	U	\$ 37.75	\$ 47.25	\$78,529.57	\$ 98,289.24	\$ 6,544.13	\$ 8,190.77
Fire Chief	V	\$ 40.08	\$ 50.17	\$83,373.10	\$104,351.51	\$ 6,947.76	\$ 8,695.96
Police Chief	W	\$ 42.56	\$ 53.26	\$88,515.37	\$110,787.68	\$ 7,376.28	\$ 9,232.31
	X	\$ 45.18	\$ 56.55				
	Y	\$ 47.97	\$ 60.04				
	Z	\$ 50.93	\$ 63.74				



**AGENDA REPORT
NEW BUSINESS
November 8, 2022**

To: Mayor and City Council
FROM: Kari Ott, Finance Director
THROUGH: Danny K. Cummings, City Manager
SUBJECT: **RESOLUTION #2022-144: FIRE DEPARTMENT GRANTS**
DATE: November 1, 2022

PROPOSED MOTION:

I MOVE THE CITY COUNCIL APPROVE RESOLUTION #2022-144: A RESOLUTION APPROPRIATING UNEXPECTED FIRE GRANTS FROM THE OREGON STATE FIRE MARSHAL AND TREASURE VALLEY PARAMEDICS

SUMMARY:

The city received some unexpected fire department grants.

BACKGROUND:

The fire department has been working hard to try to get some grants.

CURRENT SITUATION:

There are three different grants that have been awarded:

1. Oregon State Fire Marshal Public Safety Training Center is \$328,000; there is no match required.

** To be used for improvements to the public safety training center*

2. Oregon State Fire Marshal Wildfire Season Staffing Grant \$35,000; there is no match required.

** To be used to support additional paid firefighting staff or cover overtime costs for existing paid firefighting staff through 2022.*

** A 10% administrative cost amount is allowed*

3. Treasure Valley Paramedics (TVP) \$36,500; 10% match required (\$4,056) maximum

**To be used to purchase a SMART STAT training mannequin*

ANALYSIS:

A. **STRATEGIC PLAN** No direct strategic plan impact.

- B. **FINANCIAL** There are total grant revenues of \$399,500 that will be appropriated from the General Fund and Public Safety Fund. The only out-of-pocket match expense is for the TVP grant and is \$4,056. This will come from the Public Safety Fund contingency balance and leaves \$107,114.
- C. **TIMING** As soon as the resolution is approved, the Fire Department can order the mannequin and expend the funding.
- D. **POLICY/LEGAL** A formal resolution approved by the City Council is required to spend funds per ORS 294.

ALTERNATIVES:

The Council could choose not to appropriate the funds, which would cause the City to turn down the grant funds.

RECOMMENDATION:

Staff recommends the approval of Resolution #2022-144.

ATTACHMENTS:

1. Resolution #2022-144 Supplemental Budget Fire Grants



RESOLUTION #2022-144

A SUPPLEMENTAL BUDGET TO APPROPRIATE UNEXPECTED FIRE DEPARTMENT GRANTS

- WHEREAS,** The Ontario Fire Department received some unexpected grant funding from the Oregon State Fire Marshal and Treasure Valley Paramedics; **and**
- WHEREAS,** \$35,000 was received from the Oregon State Fire Marshal as a wildfire staffing grant, this allows the City to have additional coverage with no required match; **and**
- WHEREAS,** \$328,000 was awarded from the Oregon State Fire Marshal for the Ontario public training center, there was no required match; **and**
- WHEREAS,** \$36,500 was awarded from Treasure Valley Paramedics to purchase a SMART STAT with iPad that is used for medical training, there is a required match of 10%, so would be a maximum out of pocket cost of \$4,056; **and**
- WHEREAS,** The City desires to modify the 2022-2023 budget in order to appropriate the asset forfeiture funds.

NOW THEREFORE, BE IT HEREBY RESOLVED by the Ontario City Council, to approve the following adjustment to the fiscal year 2022-2023 budget:

Line Item	Item Description	FY 22-23 Budget	Amount of Change	Adjusted Budget
GENERAL FUND – FIRE DEPARTMENT				
001-000-456153	Fire Grants	\$ -	\$35,000	\$35,000
001-016-512000	Part-Time Employees	\$80,375	\$35,000	\$115,375
RESERVE FUND – PUBLIC SAFETY DEPARTMENT				
055-000-469151	Grants/Contributions	\$ -	\$364,500	\$364,500
055-131-712106	Fire Equipment	\$21,707	\$40,556	\$62,263
055-131-712123	Public Safety Training Facility	\$ -	\$328,000	\$328,000
055-131-871000	Contingency	\$111,170	(\$4,056)	\$107,114

EFFECTIVE DATE: Effective immediately upon passage.

PASSED AND ADOPTED by the City Council of the City of Ontario this 8th day of November 2022, by the following vote:

AYES:

NAYES:

ABSENT:

APPROVED by the Mayor this 8th day of November, 2022.

ATTEST:

Riley J. Hill, Mayor

Tori Barnett, City Recorder

**CITY OF ONTARIO
GENERAL FUND - DEPARTMENT REVENUE
FOR THE PERIOD ENDED
SEPTEMBER 30, 2022**

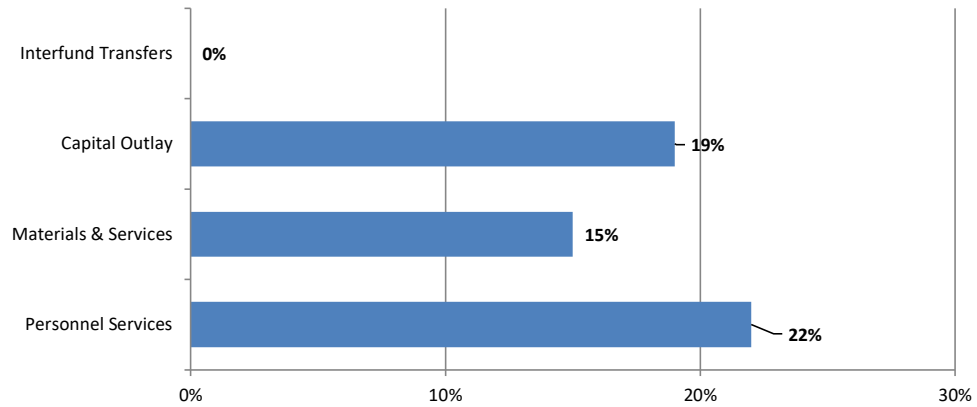
DEPARTMENT	BUDGET	ACTUAL	% REALIZED	COMMENTS
GENERAL FUND BEGINNING FUND BALANCE	3,247,069	3,860,050	118.9%	
Parks	2,000	510	25.5%	
Parks & Recreation	2,000	510	25.5%	
Fire	234,572	45,485	19.4%	
Code Enforcement	45,300	2,029	4.5%	
Police	199,850	11,288	5.6%	
Dispensary Business License	111,600	37,200	33.3%	
Public Safety Total	591,322	96,002	16.2%	
Interest	24,500	19,403	79.2%	
State Revenue Sharing	154,031	-	0.0%	
Administrative Services	497,148	124,287	25.0%	
Other General Revenues	8,485	16,571	195.3%	
Donations	-	-	#DIV/0!	
Property Taxes	4,242,967	31,932	0.8%	
Alcohol Bvg License & Fee	226,233	20,869	9.2%	
Cigarette tax	8,862	1,644	18.5%	
Marijuana tax	3,500,000	-	0.0%	
Franchise Fees	1,608,362	-	0.0%	
Cemetery	55,000	6,575	12.0%	
General Government Total	10,325,588	221,280	2.1%	
Planning & Zoning	4,000	1,180	29.5%	
Community development	4,000	1,180	29.5%	
GENERAL FUND REVENUE TOTALS	\$ 10,922,910	\$ 318,972.15	2.9%	
YTD CURRENT YEAR PROFIT(LOSS)				\$ (1,606,279)
YTD BUDGET BENCHMARK				25.0% -22.1%

**CITY OF ONTARIO
GENERAL FUND - DEPARTMENT EXPENDITURES
FOR THE PERIOD ENDED
SEPTEMBER 30, 2022**

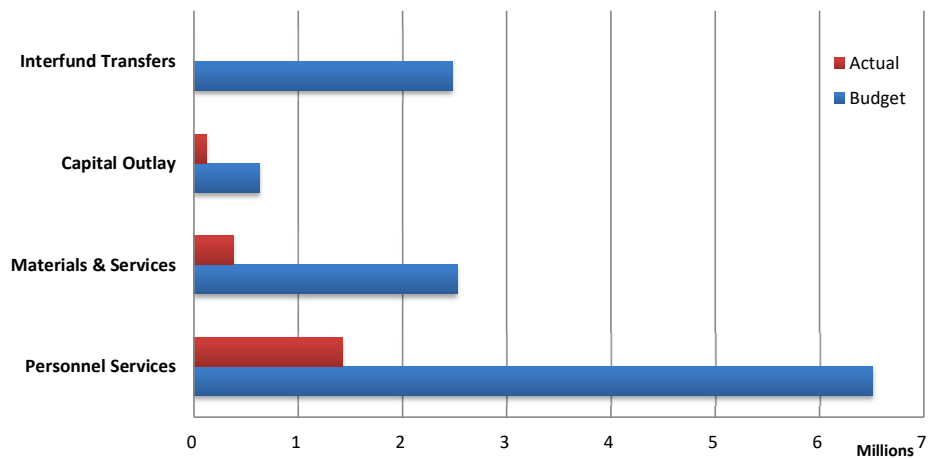
DEPARTMENT	BUDGET	ACTUAL	% EXPENDED	COMMENTS
Parks	422,549	90,877	21.5%	
Parks & Recreation	422,549	90,877	21.5%	
Fire	1,991,801	441,519	22.2%	
Code Enforcement	150,577	19,989	13.3%	
Police	4,533,820	947,273	20.9%	
Police reserves	3,275	-	0.0%	
Public Safety Total	6,679,473	1,408,781	21.1%	
Administration	532,881	95,735	18.0%	
City Council	34,461	3,282	9.5%	
Business Registration	1,100	9	0.8%	
Cemetery	224,078	80,936	36.1%	underground irrigaton project paid
Finance	259,476	18,823	7.3%	
Technology	214,940	23,865	11.1%	
General Government Total	1,266,936	222,648	17.6%	
Community development	214,474	29,654	13.8%	
Community Development	214,474	29,654	13.8%	
Administrative Overhead	573,580	167,292	29.2%	
Non-Departmental Contributions	531,000	6,000	1.1%	
Other Total	1,104,580	173,292	15.7%	
Operating Transfers Out	2,449,528	-	0.0%	
GENERAL FUND TOTALS	\$ 12,137,540	\$ 1,925,251	15.9%	
YTD BUDGET BENCHMARK			25.0%	 15.9%

**CITY OF ONTARIO
GENERAL FUND - DEPARTMENT EXPENDITURES
FOR THE PERIOD ENDED
SEPTEMBER 30, 2022**

% Expended by Category



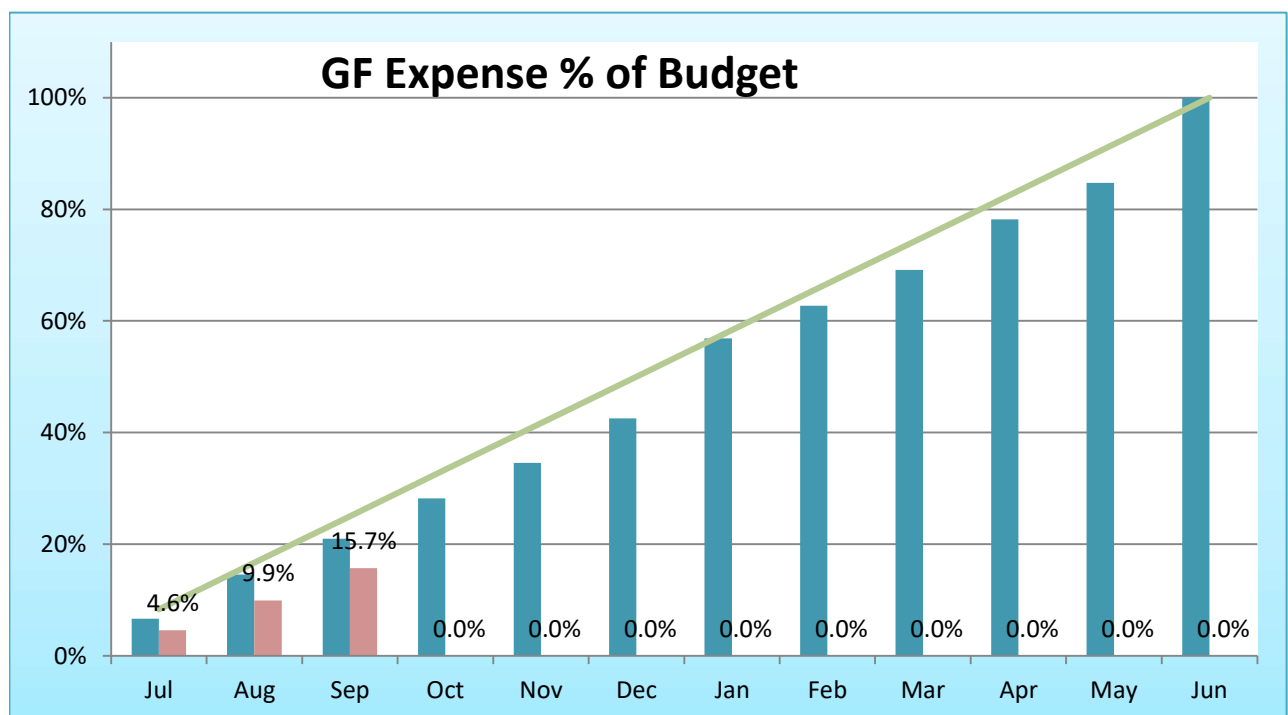
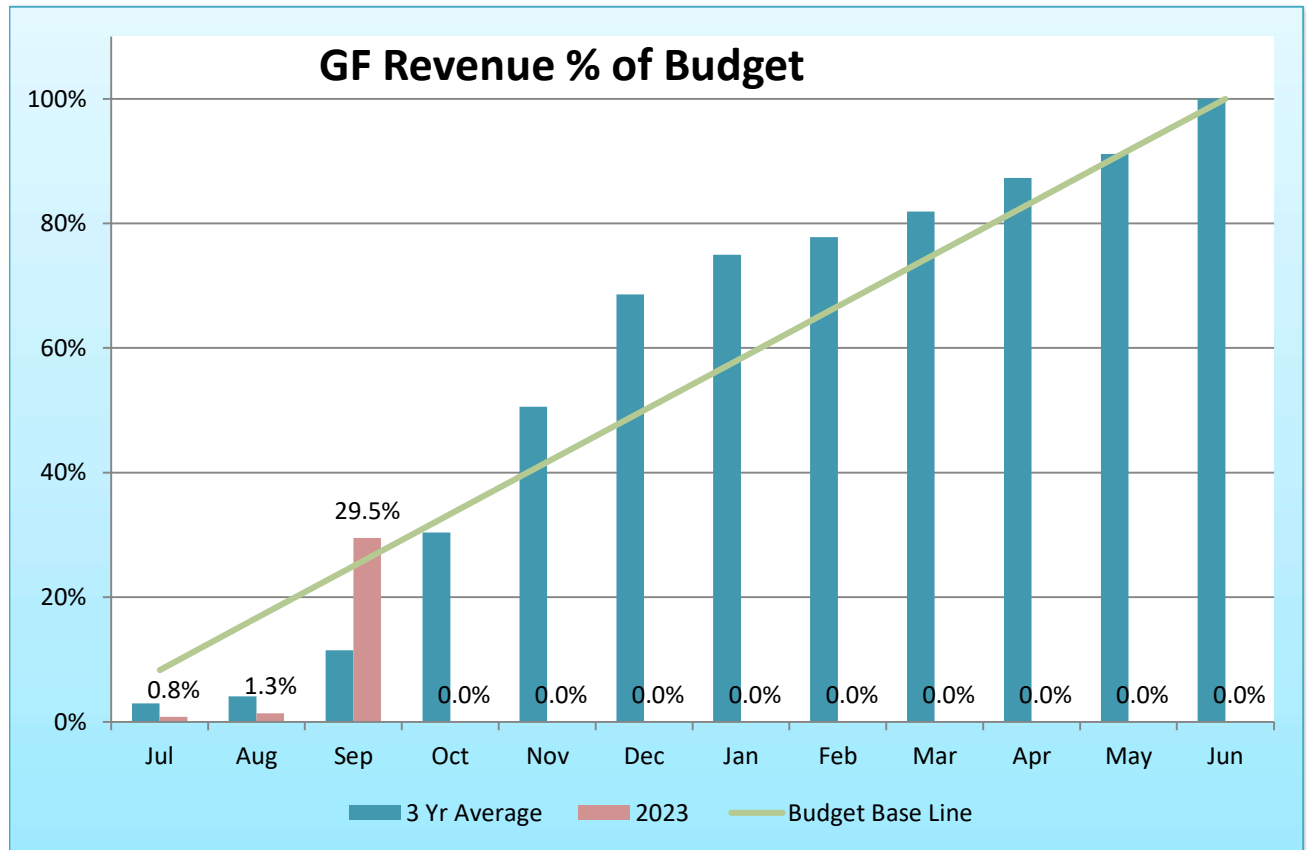
Budget to Actual by Category



**CITY OF ONTARIO
GENERAL FUND - LEGAL SERVICES
AS OF SEPTEMBER 30, 2022**

LEGAL EXPENSES		
JULY	\$	3,021
AUGUST		17,768
SEPTEMBER		26,599
OCTOBER		
NOVEMBER		
DECEMBER		
JANUARY		
FEBRUARY		
MARCH		
APRIL		
MAY		
JUNE		
TOTAL	\$	47,387
BUDGETED AMOUNT	\$	80,000
(OVER) UNDER BUDGET AMOUNT	\$	32,613

**CITY OF ONTARIO
GENERAL FUND
FOR THE PERIOD ENDED
SEPTEMBER 30, 2022**



**CITY OF ONTARIO
OTHER FUNDS - EXPENDITURES
FOR THE PERIOD ENDED
SEPTEMBER 30, 2022**

DEPARTMENT/FUND	REVENUES				EXPENDITURES		
	BUDGET	ACTUAL	% REALIZED		BUDGET	ACTUAL	% EXPENDED
002 Marijuana Enforcement Fund	25,600	13,472	52.6%		25,600	-	0.0%
010 Grant Fund	2,744,741	1,226,966	44.7%		2,744,741	33,435	1.2%
027 Building Fund	688,073	686,874	99.8%		229,947	52,757	22.9%
030 Capital Projects Fund	4,603,050	5,293,459	115.0%		2,790,694	45,590	1.6%
031 SDC Fund	794,798	838,745	105.5%		794,798	-	0.0%
045 Street Fund	5,676,164	1,898,632	33.4%		5,676,164	681,412	12.0%
050 Trust Funds	845,542	580,516	68.7%		845,542	-	0.0%
055 Reserve Funds	4,845,970	3,799,326	78.4%		3,732,906	37,279	1.0%
060 Revolving Loan Fund	449,164	259,429	57.8%		449,164	20,000	4.5%
105 Water Fund	4,955,225	3,617,212	73.0%		4,212,704	877,698	20.8%
110 Sewer Fund	5,561,514	4,268,575	76.8%		4,546,046	835,556	18.4%
115 Storm Sewer Fund	453,340	417,539	92.1%		159,725	33,286	20.8%
120 Airport Fund	958,329	213,214	22.2%		958,329	59,620	6.2%
125 Aquatic Fund	-	-	#DIV/0!		-	-	#DIV/0!

Comments:

YTD BUDGET BENCHMARK

25.0%

**CITY OF ONTARIO
BUDGET RESOLUTIONS
FOR THE PERIOD ENDED
SEPTEMBER 30, 2022**

RESOLUTION #	FUND	DEPARTMENT	ACCOUNT	BUDGET CHANGE	NET CHANGE
2022-126	GENERAL FUND	TRANSFERS	TRANSFER TO AIRPORT FUND	\$ 33,390	\$ 33,390.00
2022-126	GENERAL FUND	CONTINGENCY	CONTINGENCY	\$ (33,390)	
2022-126	AIRPORT FUND	AIRPORT	TRANSFERS IN	\$ 33,390	\$ 33,390.00
2022-126	AIRPORT FUND	AIRPORT	CONTRACT SERVICES	\$ 33,390	
2022-129	RESERVE FUND	PUBLIC SAFETY	POLICE EQUIPMENT	\$ 26,322	\$ 26,322.00
2022-129	RESERVE FUND	PUBLIC SAFETY	CONTINGENCY	\$ (26,322)	
2022-130	GENERAL FUND	NON DEPARTMENTAL APPROPRIATIONS	ONTARIO BOXING CLUB DONATION	\$ 6,000	\$ 6,000.00
2022-130	GENERAL FUND	CONTINGENCY	CONTINGENCY	\$ (6,000)	
2022-132	GENERAL FUND	TRANSFERS	TRANSFER TO AIRPORT FUND	\$ 2,810	\$ 2,810.00
2022-132	GENERAL FUND	CONTINGENCY	CONTINGENCY	\$ (2,810)	
2022-132	GRANT FUND	GRANT FUND	TRANSFERS IN	\$ 2,810	\$ 2,810.00
2022-132	GRANT FUND	GRANT FUND	FAA AIRPORT GRANT	\$ 2,810	
2022-132	AIRPORT FUND	AIRPORT	TRANSFERS IN	\$ 2,810	\$ 2,810.00
2022-132	AIRPORT FUND	AIRPORT	TRANSFERS OUT	\$ 2,810	
2022-135	GENERAL FUND	TRANSFERS	TRANSFER TO STREET FUND	\$ (147,000)	\$ (122,000.00)
2022-135	GENERAL FUND	CONTINGENCY	CONTINGENCY	\$ 122,000	
2022-135	GENERAL FUND	NON DEPARTMENTAL APPROPRIATIONS	SOFTBALL BACKSTOPS	\$ 25,000	
2022-135	STREET FUND	STREET	TRANSFER FROM GENERAL FUND	\$ (147,000)	\$ (147,000.00)
2022-135	STREET FUND	STREET	10 YD DUMP TRUCK	\$ (147,000)	
2022-137	RESERVE FUND	PUBLIC SAFETY	AVAILABLE CASH - PUBLIC SAFETY	\$ 109,002	\$ 109,002.00
2022-137	RESERVE FUND	PUBLIC SAFETY	RADIO EQUIPMENT	\$ 109,002	
2022-139	RESERVE FUND	PUBLIC SAFETY	AVAILABLE CASH - PUBLIC SAFETY	\$ 30,500	\$ 30,500.00
2022-139	RESERVE FUND	PUBLIC SAFETY	ATF EXPENDITURES	\$ 30,500	

Jacobs

Public Works Department

October 2022

Monthly Report



Monthly Business Review

Public Works Department

Contents:

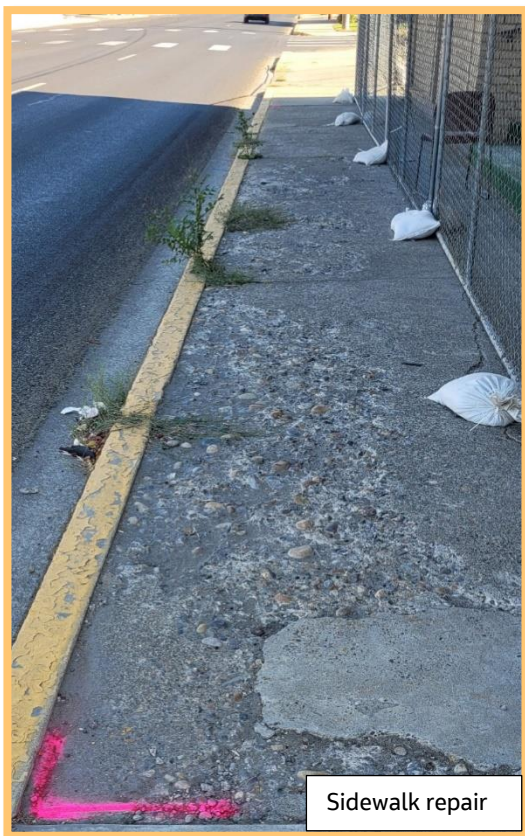
- ENGINEERING DEVELOPMENT REVIEW SUMMARY
- WATER TREATMENT PLANT AND DISTRIBUTION SYSTEM SUMMARY
- WASTEWATER TREATMENT PLANT AND COLLECTION SYSTEM SUMMARY
- OPERATIONS MAINTENANCE SUMMARY
- FACILITIES, CEMETERIES & PARKS
- APPENDIX

October Business Review

DEVELOPMENT REVIEW

ACTIVITIES OCTOBER 2022

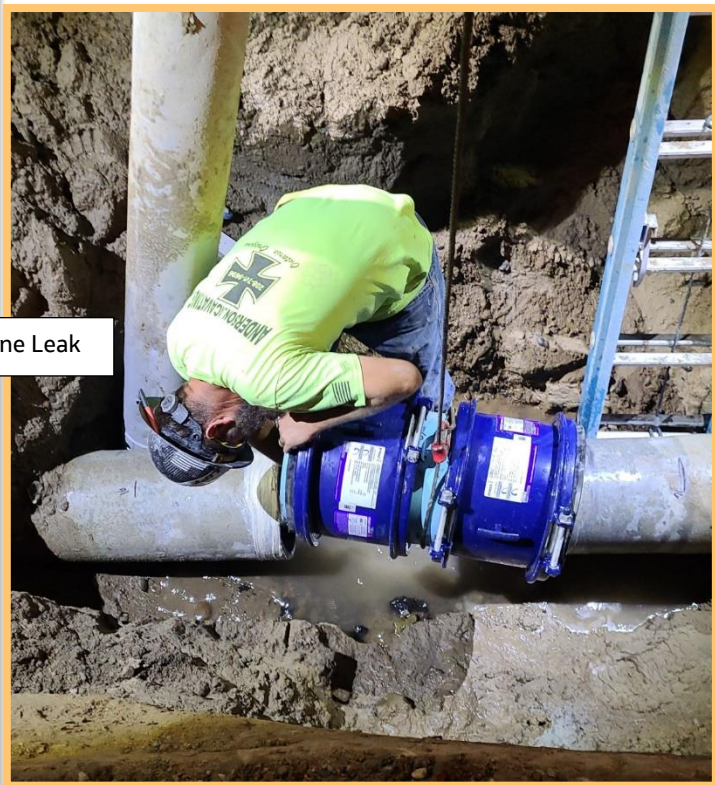
- Issued 5 ROW Permits.
- Issued 2 new Addresses to new residences.
- Attended the Jacobs monthly safety meeting.
- Inspected the abandonment of 1 Backflow devices on an irrigation system.
- Construction on the Beck Park Bathroom Remodel has been completed and is planned to be open this spring.
- Multiple plan reviews for new construction.
- Multiple construction inspections of water, sewer, sidewalks, and street sections.
- Updating utility mapping with new water and sewer lines due to new construction.
- 43 Cross Connection/Backflow letters were mailed out for October.



October Business Review

DEVELOPMENT REVIEW**ACTIVITIES OCTOBER 2022**

Water line Leak



October Business Review

WATER: TREATMENT PLANT AND DISTRIBUTION SUMMARY

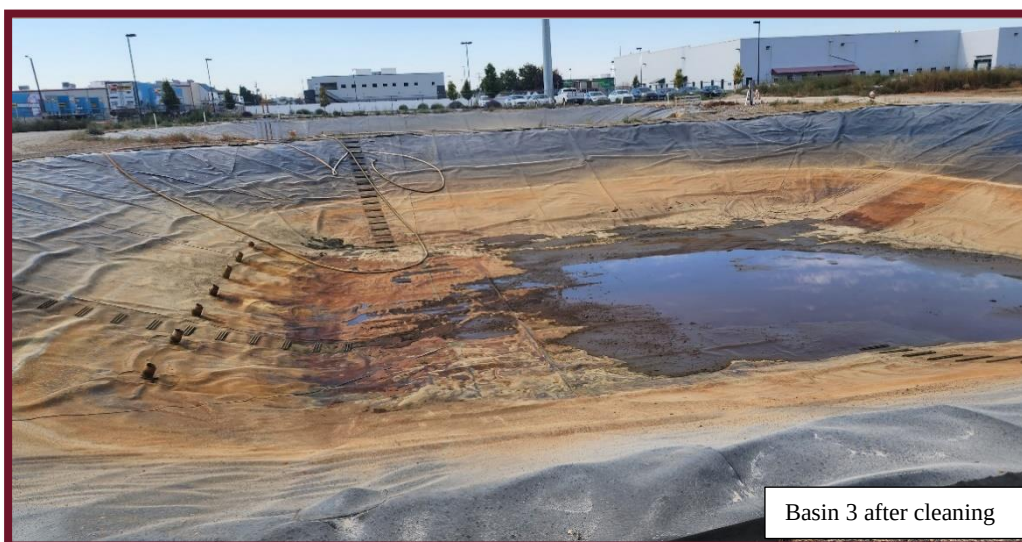
ACTIVITIES OCTOBER 2022

- Water treatment staff conducted diagnostic checks (jar testing) to ensure that the chemical dosing is correct for the river water quality.
- Crews lowered the chemicals delivered to the treatment system based on the outcome of the jar test.
- Monthly bacterial (BAC-Ts) samples completed.
- Disinfected Byproducts (DBP) sampling completed.
- Alkalinity and Total Organic Compound (TOC) sampling completed.
- Received caustic, ferric chloride, salt and polymer.
- Cleaned basin 3
- 13 water services turned on customer request
- 47 water services shut off customer request
- 49 water services shut off for non-payment
- 74 water services turned on for payment received
- 22 water services turned on/off read only customer request
- 51 water meters changed out for non-functioning
- 22 water services checked for consumption issues
- 4 irrigation water services shut off and winterized customer request
- 13 water services shut off for leaks customer request
- 8 water services turned on and verified leaks repaired by customer
- 10 water services checked to verify still off from the non-payment list
- 1 water meter was pulled from the system
- 2 new water services installed

October Business Review

WATER: TREATMENT PLANT AND DISTRIBUTION SUMMARY**ACTIVITIES OCTOBER 2022**

Six-gang stirrer for jar testing



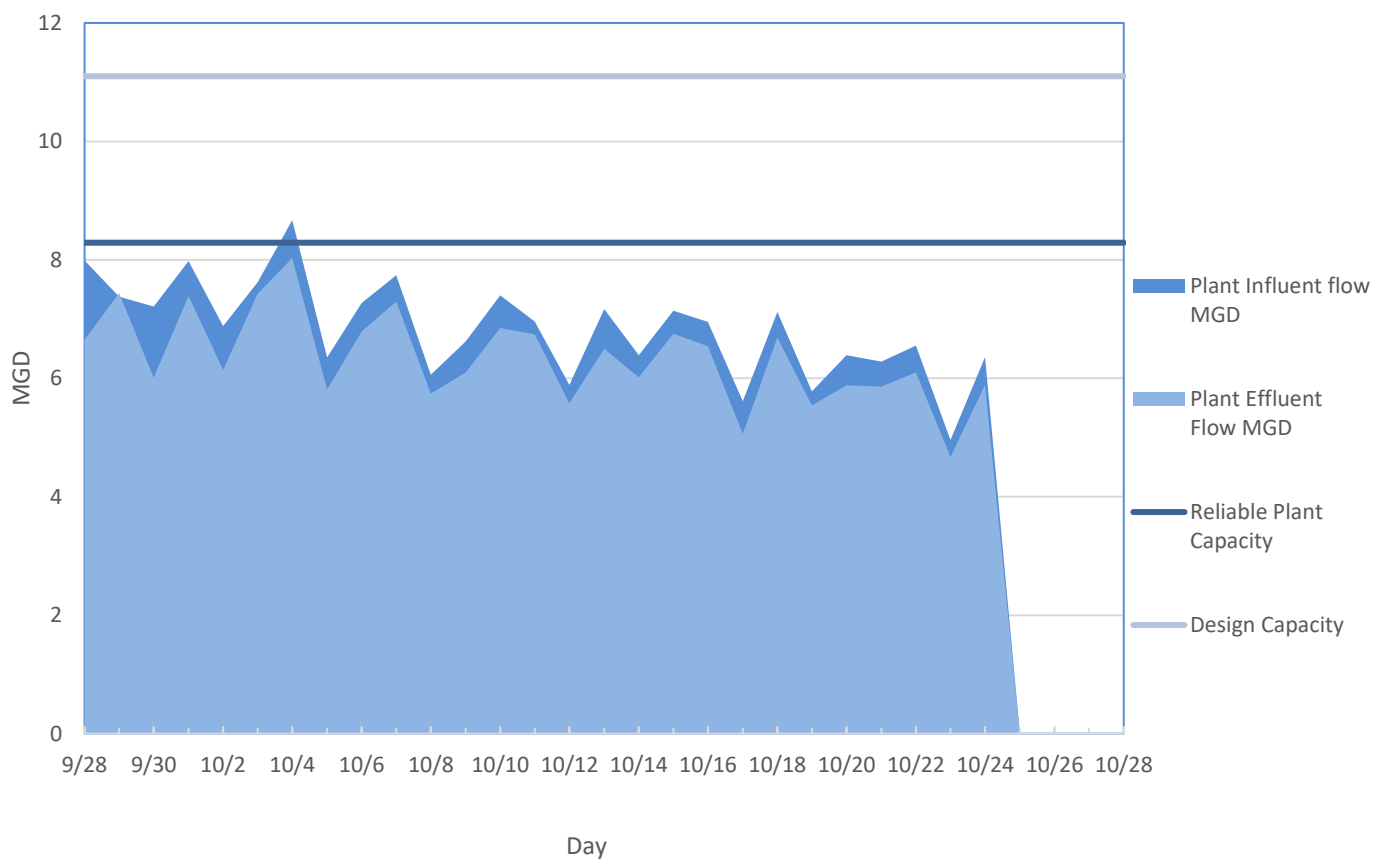
Basin 3 after cleaning



Washing and Pumping media out of WesTech filter

WATER TREATMENT PLANT PRODUCTION VS. CAPACITY

Sept 28-Oct 28, 2022



October Business Review

WASTEWATER TREATMENT PLANT AND COLLECTION SYSTEM SUMMARY **ACTIVITIES OCTOBER 2022**

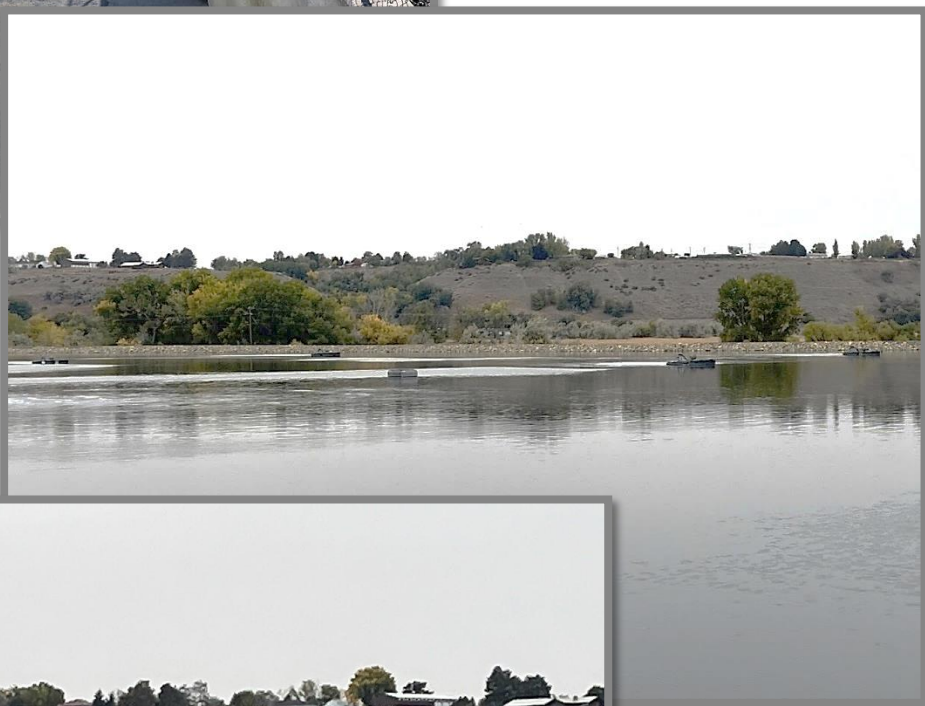
- All sampling per the 2019 NPDES permit have been taken.
- All OSU and ASU covid 19 samples sent to lab
- Crew helping at WWTP for short staffing.
- Completed contact basin cleaning.
- Aerator Service completed for the year.
- Received new ¾ ton Ford Pickup.
- Interviewed and hired WW operator in training.
- Staff training.



October Business Review

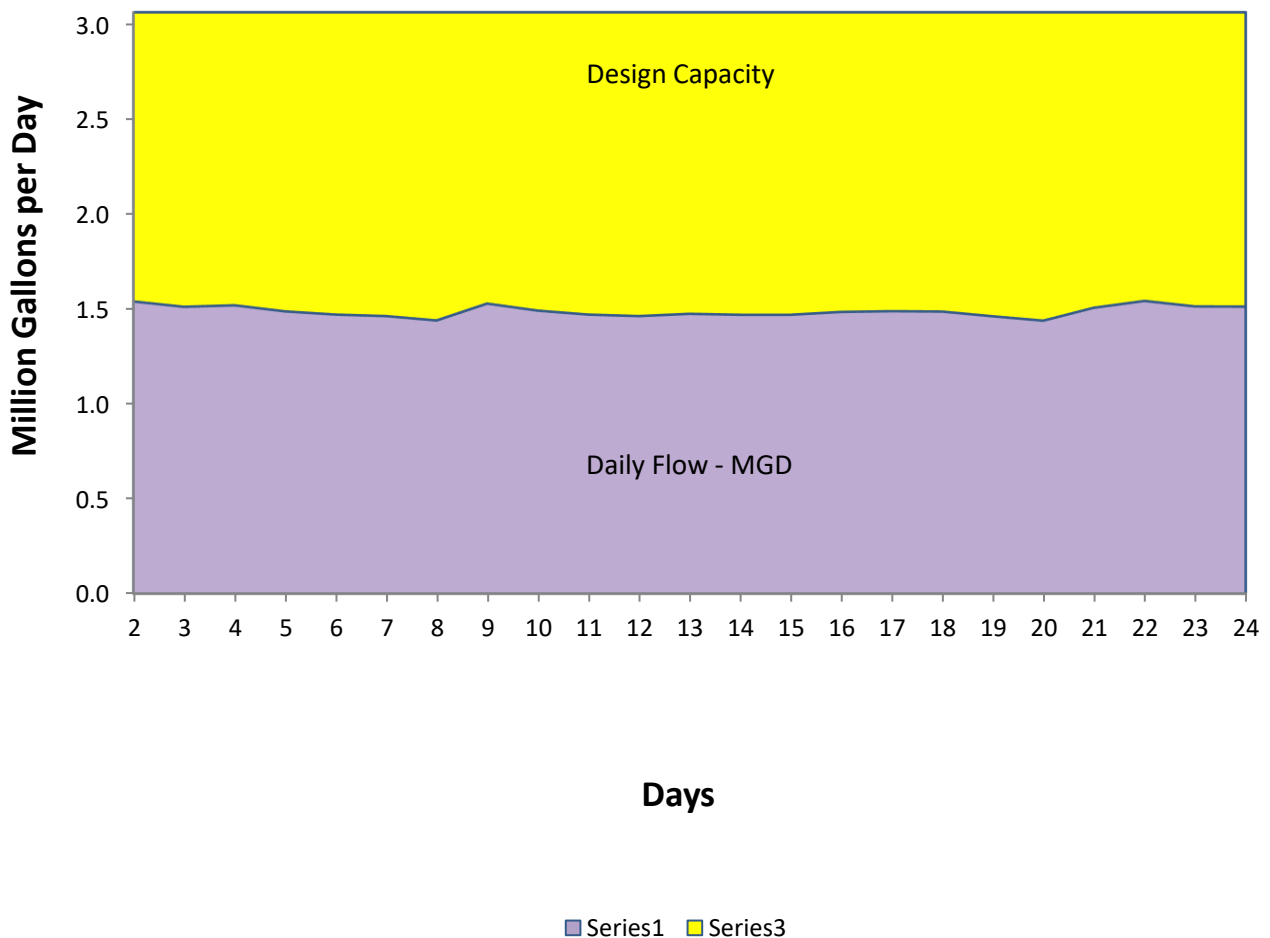
WASTEWATER: TREATMENT PLANT AND COLLECTION SYSTEM SUMMARY

ACTIVITIES OCTOBER 2022



WASTEWATER TREATMENT PLANT

ACTIVITIES OCTOBER 2022

**Wastewater Treatment Flows
Sep 29 - Oct 24 , 2022**

October Business Review

OPERATIONS MAINTENANCE: BUILDINGS, PARKS, CEMETERIES AND STREETS SUMMARY

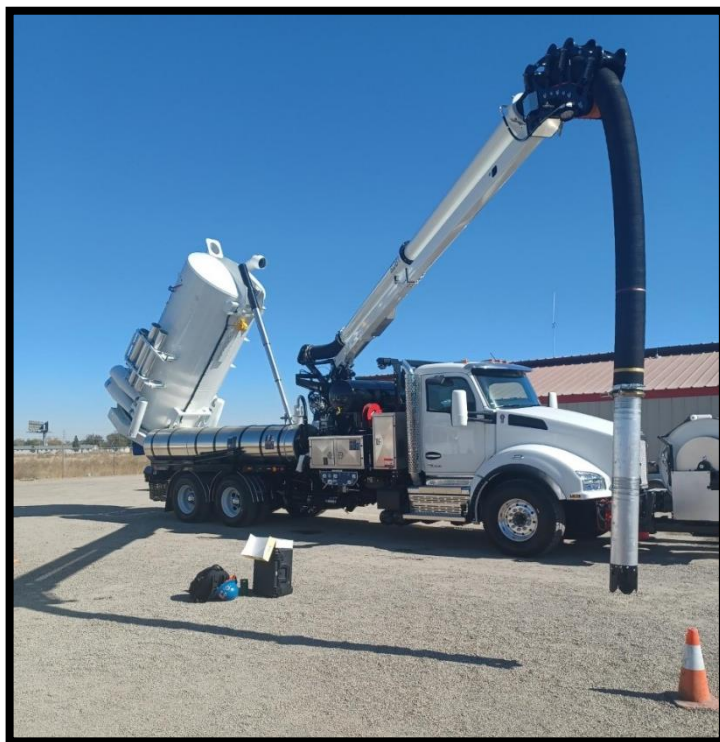
ACTIVITIES OCTOBER 2022

- Started a full town sweep, this will continue through the fall
- Ground out 1 section of asphalt on SE 5th Ave. that was a 2" overlay that started to fail
- Received the new Vactor for MetroQuip, all staff attended a ½ day training on safe operation and maintenance.
- Cleaned sanitary sewer lines ahead of the CCTV project that is getting close to being complete
- Worked on modifying a leaf tail gate for Dump truck #203 for the fall leaf pickup in November
- Swept downtown and the underpass additional times
- Traffic control was set up for the HotBox concert October 15th
- Staff monitored the Tapadera lift station during the even as their Cell service blockers took down the communications to the LS
- Graded the dirt road access from the end of East Lane to the Concert site for emergency access to the event.
- Completed the bank stabilization on the Malheur River where the Skyline pipe failure was repaired
- Multiple hot taps for fire services and developments
- Water system maintenance throughout town, replaced a leaking service, leaking angle stop, and broken meter box
- Repaired a 12" water main on SE 5th Ave/ SE 10th St that was damaged by a directional boring contractor. Locate marks were incorrect and they hit the bottom of the pipe.
- Paved back multiple utility trenches from maintenance work and repairs.
- Shut off the Verde irrigation pump for the year as the canal water was shut off.
- Multiple water services shut off for failure to test backflow devices.
- 83 utilities located completed

October Business Review

OPERATIONS MAINTENANCE: BUILDINGS, PARKS, CEMETERIES AND STREETS SUMMARY

ACTIVITIES OCTOBER 2022



October Business Review

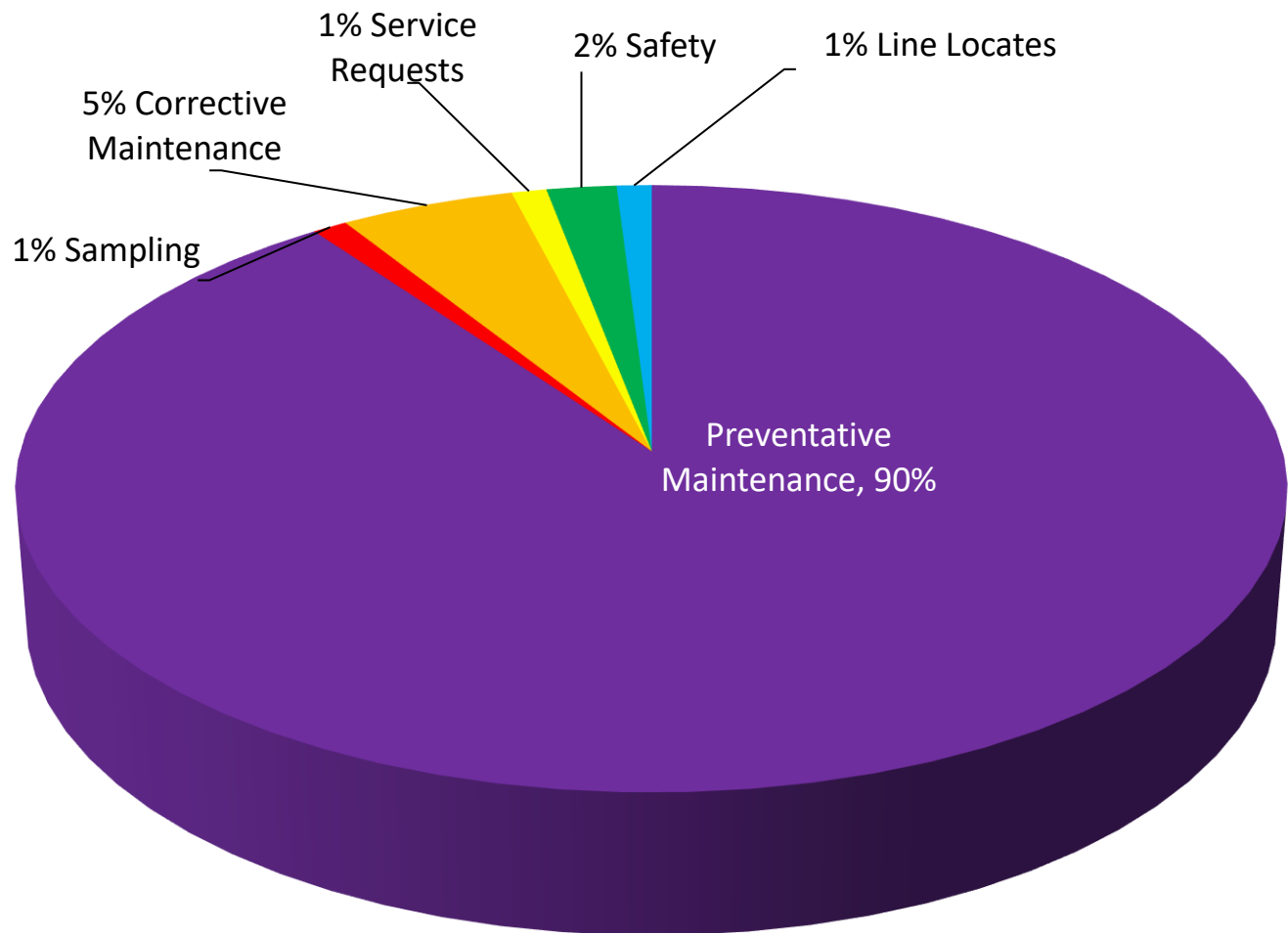
FACILITIES, CEMETERIES, AND PARKS SUMMARY

ACTIVITIES OCTOBER 2022

- Aerated each park this month.
- Prepped area around the restrooms at Beck Park to plant grass.
- Continued cleaning and maintenance routines in each park and cemetery.
- Watered flowerpots downtown five days a week.
- Removed puncher vine from T.V.C.C. trail.
- 3 funerals at Evergreen Cemetery, and 0 at Sunset 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.

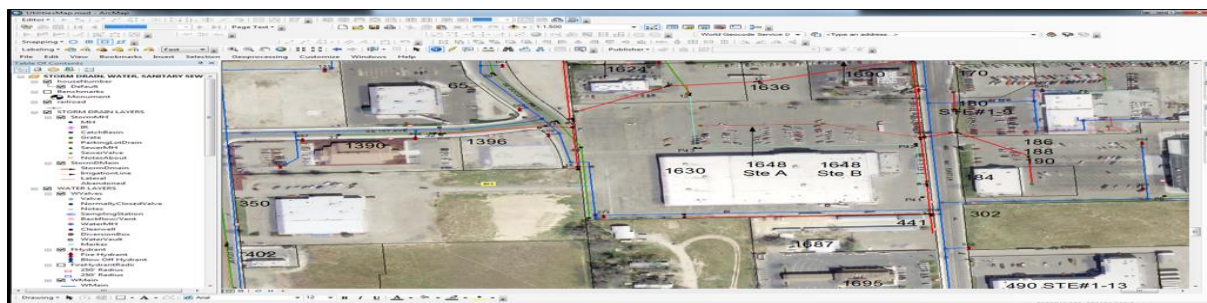
Public Works maintains a water system that complies with the EPA and Division of Health requirements. Staff also maintains the Wastewater Collection system and Wastewater Treatment facilities to meet DEQ standards. These same employees provide sewer and water line construction and maintenance to the 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.



October Business Review

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 Oregon Health Authority 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 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.

MAINTAINS 80 MILES OF WATER MAINS.

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.

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.



October 2022 ACTIVITY REPORT



October 2022



Emergency Medical:

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

CITY	171
RURAL	25

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

Hazmat Team Calls:

0

Fire Related Emergency Calls:

(Types of fire related calls responded to: Rescue calls, building fires, vehicle fires, smoke detector/fire alarm activation, unauthorized burning, etc.)

	TOTAL	General	Mutual Aid
CITY	39	5	2
RURAL	10	3	3

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

TOTAL CALLS FOR MONTH

CITY	210
RURAL	35

Firefighter Training:

9/27 – The staff selected different houses in town and simulated firefighting actions that would take place in a real-life situation.

10/1 – We hosted a CPR class at the public safety training center.

10/4, 11, 25 – For Fire prevention month the staff along with the help of the Red Cross installed smoke detectors throughout the community.



October 2022



Inspections:

9/27/22 – The Deputy State Fire Marshal and Chief did an annual required inspection at St. Paul's elementary school.

9/29 /22 – Chief did a final for the new bakery at 42 SW 3rd Ave.

10/3/22 – The building official and Chief did hydro test on the overhead fire sprinkler system at Guerrero's Market and Restaurant.

10/5/22 – Chief did a final at Alameda elementary school on two different projects they were working on, for individual learning.

10/11/22 – The Chief worked with staff from Jacobs and Simplot and Lt. Swank to prepare the site for the concert put on by Hot Box on NW 3rd Ave.

10/17/22 – The building official and Chief did a final at Four Rivers elementary school on the fire alarm system for a bathroom remodel.

10/19/22 – The building official and Chief did rough inspection on the overhead fire sprinkler system at The Cowboy Bar and Grill.

10/20/22 – The building official and Chief did underground and system flush testing on the fire sprinkler system at The Cowboy Bar and Grill.

10/21/22 – Chief did a final on the residential fire sprinkler system at a tri-plex on N. Oregon.

10/25/22 – Chief Benson and Chief Leighton joined the Deputy State Fire Marshal doing some follow up inspections from deficiencies that were documented last year.



October 2022



Permits Issued:

City Open Burns 6

City Burn Barrels 2

Rural Open Burns 104

Rural Burn Barrels 29

Community Involvement:

09/30 – Re-Grand opening Walmart. Chief Leighton attended the re-grand opening of Walmart following their recent renovations.



He was very excited to receive a \$1,500 donation from them.

09/30 – IRCO Station Tour. We had a small group of kids visit the station from IRCO. They were excited to learn about the Fire Department and what it takes to be a firefighter.





October 2022



10/1 – Treasure Valley Relief Nursery Color Run

Chief Leighton and Engine 103 provided runners with a cold spray of water.



10/1 – Boat Races. Crews provided standby at the boat races.

10/6 - Alameda Jog-a-thon. On duty crew, Chief Leighton, Tom Davis and Charlotte attended the Alameda Hero Jog-a-thon.





October 2022

10/8 – Fill the Boot. Our annual Fill the Boot for MDA event was a huge success! We raised \$15,051.





October 2022

10/9-10/15 - Fire Prevention week 2022. We visited the 1st grade classes in each of the Elementary Schools providing Fire Safety Education.

Over the week, we engaged with over 200 students.





October 2022

10/12 – Cairo Jog-a-thon. Sparky joined the students of Cairo Elementary School for the Hero Jog-a-thon.



10/19 – Kiwanis Presentation. Chief Leighton provided the Kiwanis club with a review of his career with Ontario Fire & Rescue.





October 2022



10/26 – Boys and Girls Club Presentation. Chief Leighton provided the teens with a look at his career and the opportunities that Ontario Fire & Rescue has for those considering a career in fire.

Summary of Calls of Interest:

City Incidents:

9/30 986 NW 4th St Apt 33. Rescue was dispatched to an activated smoke detector. Upon arrival it was found that the battery in the detector needed to be replaced. Staff replaced the battery and cleared without further incident.

10/2 411 SE 5th St. R1 responded to a car fire. Vehicle was a 4-door sedan that was heavily involved in fire on the front end. Crews used Holmatro tools to open the hood. Fire was knocked down with a booster hose and then they began mop up operations. A 1-gallon gas can was located nearby. Officers were notified and took over the scene for investigation.

10/5 1372 SW 8th Ave, Brookdale. Brookdale Retirement Home requested Ontario Fire respond to investigate why the fire alarm had been activated. Crew did a room by room check and did not locate any smoke. Crew did locate some residential detectors that were flashing red and advised staff to check those for low batteries.

10/5 304 SW 12th St. R1 responded to the area for a smoking vehicle. On scene, crew located a Dodge Durango with heavy smoke coming from the cab. Fire was contained to the dash area behind the radio and into the roof area. Owner was notified and arranged tow out of the area.

10/6 1188 SW 5th Ave. Homeowners reported smelling smoke and a black blemish around one of the panels in the water heater. Power was disconnected to the water heater, and it was found that the red wire leading to the element had shorted. Homeowner was advised and told to not turn the breaker back on until it was repaired or replaced.

10/7 E Idaho Ave/Goodfellow. R1 responded to a Kia Optima with a fully involved engine compartment. R1 extinguished the fire and provided traffic control until the vehicle could be towed.

10/15 I-84 MP 377. Multi vehicle crash. 2 victims were ejected from a vehicle and a third was trapped in a vehicle. R1 arrived on scene and requested assistance from engine 103. 100 arrived on scene and assisted medics with patient care. R1 was able to successfully remove the trapped victim who was transported to St Als. 103 remained on scene providing manpower and assistance to first responders investigating the crash.



October 2022

10/19 2454 SW 2nd Ave. R1 was dispatched to reports of a kitchen fire. Fire was contained to contents on top of the stove. R1 was able to extinguish the fire with a water extinguisher and removed the burnt contents placing them on the gravel outside. R1 then ventilated the house.

10/19 1981 NW 4th St. Homeowners started a controlled burn that got out of control. R1 extinguished part of the fire to slow the burn and prevent the power lines above from overheating. After it was at a more manageable size, fire was turned back over to the homeowner.

10/22 1489 Arata Way. R1 responded to a transformer on fire. Vines had grown onto the transformer and appeared to have caused the fire. Fire burned itself out after a couple of minutes. Scene was turned over to Idaho Power.



10/24 221 NW 7th St. R1 responded to a structure fire. When on scene it was reported that the fire was a possibly intentionally started. Crews were careful to try and not disturb any possible evidence. After the fire was extinguished, Officers took over the investigation.



October 2022
Rural Incidents:

9/27 5597 Willis St, Vale / Brogan. Mutual Aid requested from Vale Fire department for a fully involved structure fire. The home was a complete loss, there were no injuries reported.



9/29 Weiser Mutual Aid. Large brush fire on Rock Creek Rd. Mutual aid responded from multiple agencies. Ontario had a crew on scene for almost 24 hours.





October 2022



9/29 I-84 Ext 17, Sand hollow. Crew responded to a mutual aid request. Shortly after arriving on scene, they were cancelled.

10/2 3524 NW 6th Ave. Smoking outlet

10/4 I-84 MP 374. Grass fire that started along the freeway. Crews were able to quickly extinguish the fire. There was some damage to some power poles, but it was minimal.



10/7 3011 SW 13th Ave. Dispatched to a large fire near buildings. When R1 arrived on scene, it was found that it was a controlled burn, and the homeowners did not have a permit. Homeowner was advised as to the permit process.

10/8 1855 Baseline Rd. Dispatched to a fire that turned out to be a controlled burn. Homeowner did not have a permit but was burning safely. Homeowner was educated on how to get a permit and also to call dispatch before starting a burn.

10/8 Hwy 201/Malheur Bridge. Homeowner was burning weeds and caught brush and trees on fire that went under the bridge. Smoke was coming from the bridge. Fire was extinguished. Homeowner was advised that she needed a burn permit.

10/11 1198 Falcon Dr. R1 was dispatched to a propane fire. On scene, a 5-Gallon tank was located with flames coming off of it. R1 extinguished the fire and cleared with no further problems.



October 2022



10/24 2648 W Valley Rd, Midvale.

Mutual aid request from Midvale Fire Department for a large hay fire beneath a structure. Crews had battled the fire through the night before requesting additional mutual aid.



10/26 1187 NW 22nd Ave. R1 responded to reports of a camp trailer on fire. When crew arrived on scene, they located a fully involved camp trailer. R1 extinguished the fire and cleared the scene.



Police Stat Report

OCTOBER 2022

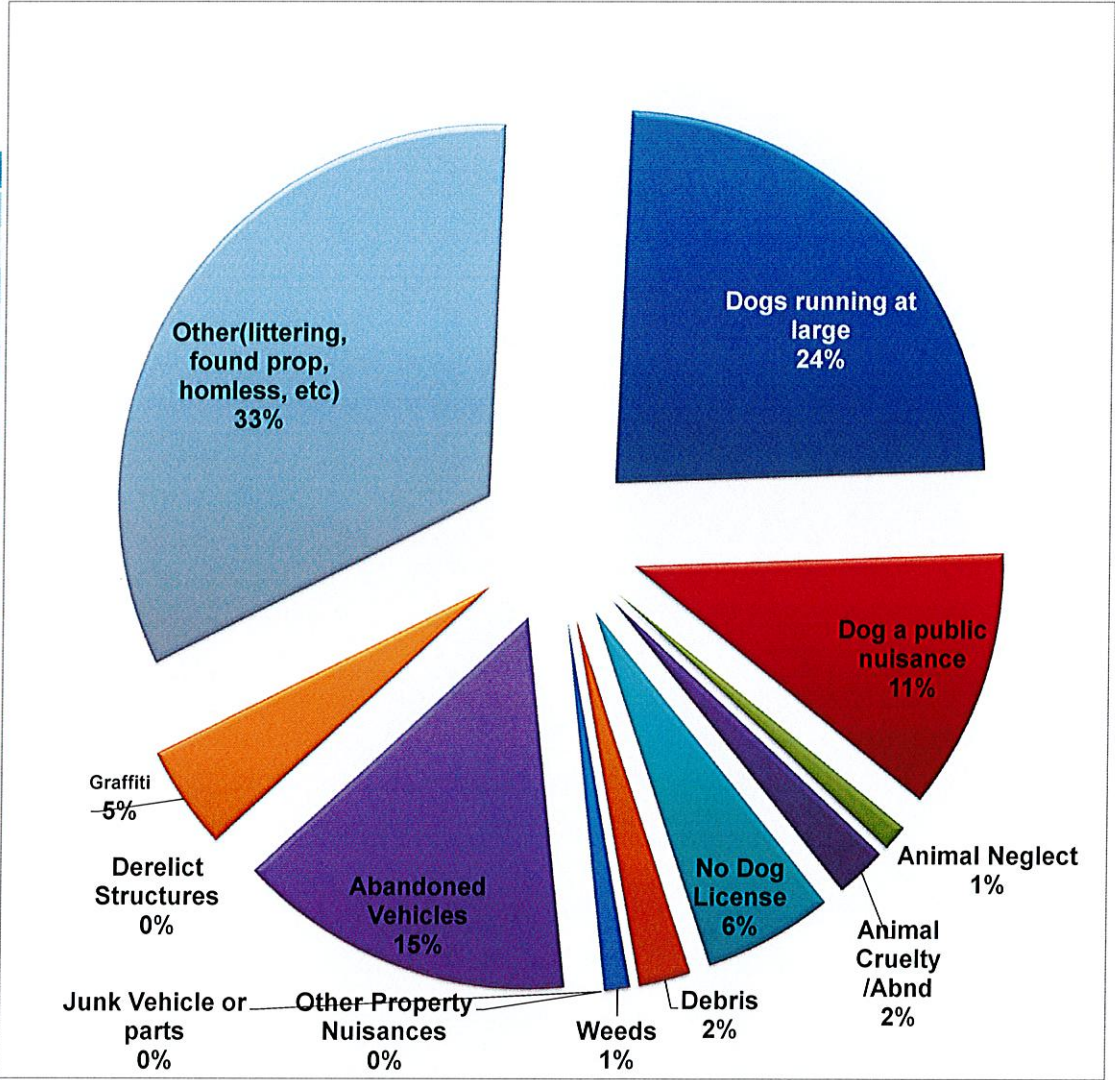
Activity	2022 August	2022 September	2022 October	YTD 2022	PRIOR YTD 2021
Calls for Service	1411	1313	1320	12519	14215
Case Activity	910	877	879	8024	8892
Murder	0	0	0	0	3
Manslaughter	0	0	0	1	0
Robbery	2	4	1	15	15
Sex Crimes	4	10	7	61	54
Burglary	12	11	16	128	152
Assault	15	14	17	134	132
Arson	0	1	2	4	5
UUMV / Auto Theft	0	9	5	68	92
Arrests	118	116	111	946	972
Arrests w/Use of Force	2	1	1	20	24
Gang Related Cases	2	2	5	34	43
Graffiti	2	2	7	48	66
Death Investigations	5	2	4	25	19
SRO Cases	0	11	27	67	119
Thefts	77	76	68	740	666
Traffic Stops	119	87	90	1070	857
Cited Traffic/Parking	51	48	53	881	887
Traffic Crashes	35	47	46	381	439
Alarms	32	29	16	269	283

CODE ENFORCEMENT

OCTOBER: 2022 Stats

Ontario Police Department

Violation	Oct-22	Column1
Dogs running at large	21	
Dog a public nuisance	10	
Animal Neglect	1	
Animal Cruelty /Abnd	2	
No Dog License	5	
Debris	2	
Weeds	1	
Junk Vehicle or parts	0	
Other Property Nuisances	0	
Abandoned Vehicles	13	
Derelict Structures	0	
Graffiti	4	
Other(littering, found prop, homeless, etc)	29	
Dogs taken to (Fetch This Kennel)	0	
Civil Penalties Issued	0	
C.P. Amount Sent	\$0	
Total Parking Citations	1	
	89	
Total Violations		
Total Cases	89	



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.



MALHEUR COUNTY COURT MINUTES

October 19, 2022

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. Members of the media, public, and staff had the opportunity to join the meeting electronically or in-person. Administrative Officer Lorinda DuBois was present. Notice of the meeting was posted on the County website, Courthouse bulletin board, and emailed to the Argus Observer, Malheur Enterprise, and those persons who have requested notice. The meeting was audio recorded. The agenda is recorded as instrument # [2022-4757](#)

COORDINATED TRANSPORTATION PLAN

MCOA&CS Transportation Manager Brittany White and Krista Purser from Kittelson & Associates presented the updated Malheur County Coordinated Transportation Plan. Also present was ODOT Region 5 Transit Coordinator Angie Jones. The Coordinated Transportation Plan (CTP) is updated every five years to work toward community goals while fulfilling state and federal funding requirements. Ms. Purser gave an overview of the project purpose and the process used in updating the Plan. Ms. Purser and Ms. White answered questions from the Court members. Commissioner Hodge moved to approve the updated Malheur County Coordinated Transportation Plan. Commissioner Jacobs seconded and the motion passed unanimously. See instrument # [2022-4758](#)

SHERIFF'S OFFICE

Undersheriff Travis Johnson, Lieutenant Rich Harriman, and Information Services Director Joshua Kreger met with the Court to discuss Sheriff's Office software system. Currently the system used is CMI Justice (for about the last 13 years) - it provides the CAD (computer aided dispatch) system in dispatch, report management system (RMS), jail management system (JMS), and civil; it is basically an all encompassing software system. Ontario and Nyssa both share the Justice system with the County. However, the software system is significantly lagging when trying to pull data; it's inaccurate, doesn't track well and is prone to human error. Staff has been looking at other law enforcement software systems. Lt. Harriman explained he received a grant for a communications assessment; the results showed that the current CAD system is under-serving. Bids from three companies were sought: Mark43; Motorola Flex, (used by several Idaho agencies); and Tyler New World. Mark43 did not respond with a bid. Motorola Flex initial cost to change over is about \$300,000 (does not include migrating the existing data) with an annual subscription fee of \$12,500. Tyler New World initial cost is \$784,000 with an annual subscription fee of \$95,000. Changing software systems will also be discussed at an upcoming 911 User's Board meeting. ARPA funding can be used to update the law enforcement software system. Other projects in the works are updating the in-car cameras and body cameras; and utilizing MDTs/MDCs (mobile data terminals/mobile data computers) in the vehicles. All are in agreement that there be a plan to save and maintain the equipment for the future. The Court was supportive of the equipment upgrades proposal.

CROSSING PERMITS

Commissioner Jacobs moved to approve Crossing Permit #39-22 to Shannon & Wilson for geotechnical drilling in the gravel shoulder on Owyhee Lake Road #846; and Crossing Permit #40-22 to South Board of Control to repair an underground pipeline on Lonesome Road #1058. Commissioner Hodge seconded and the motion passed unanimously. Original permits will be kept on file at the Road Department.

COURT MINUTES

Commissioner Jacobs moved to approve Court Minutes of October 12, 2022 as written. Commissioner Hodge seconded and the motion passed unanimously.

VECTOR DISTRICT

Commissioner Jacobs moved to reappoint Kelly Peterson to the Vector Control Board of Trustees. Commissioner Hodge seconded and the motion passed unanimously.

ODFW SAGE GROUSE CORE AREA UPDATE - POINT OF CONTACT

Commissioner Hodge moved to designate Planner Eric Evans as the County's point of contact in conjunction with Oregon Department of Fish and Wildlife's (ODFW) revision process of its Sage-Grouse Core and Low-Density habitat designations. Commissioner Jacobs seconded and the motion passed unanimously. See instrument # [2022-4759](#) for the correspondence from ODFW.

EXECUTIVE SESSION

Executive Session was called in accordance with ORS 192.660(2)(a) - Employment of Public Officers, Employees and Agents with Judge Joyce presiding and Commissioner Hodge and Commissioner Jacobs present. Also present were Lieutenant Rich Harriman, County Counsel Stephanie Williams, Administrative Officer Lorinda DuBois and Jeff Rodgers. No decisions were made during the session.

ASD COORDINATOR VACANCY

Ms. Williams, on behalf of the interview committee, moved to make a conditional offer of employment for the ASD Coordinator to the committee's number one candidate. Commissioner Jacobs seconded and the motion passed unanimously.

COURT ADJOURNMENT

Judge Joyce adjourned the meeting.

