

**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, MARCH 28, 2023, 6:00 PM, MT**
[Zoom Link](#)
Pass code: ontario

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 _____
Penny Bakefelt _____ Eddie Melendrez _____ Mayor Deborah Folden _____

2) PLEDGE OF ALLEGIANCE

This Agenda was posted on March 24, 2023. 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) Council Meeting Minutes - March 14, 2023

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) SPECIAL ACTION

A) Joint Meeting with Ontario Planning Commission Regarding the Ontario North-South Connector Trail Plan

7) NEW BUSINESS

- A) Bid Award: Chip Seal Oil
- B) Resolution #2023-103: Reallocate Funds to Ontario Recreation Department for Repair Work on the Beck-Kiwanis Baseball Field
- C) Resolution #2023-104: Transfer Funds - SANS Equipment

8) DEPARTMENT HEAD UPDATES

- A) Finance - Monthly Report
- B) Community Development - Quarterly Report

9) HAND-OUTS

- A) Minutes - County Court 03-08-2023; 03-15-2023
Minutes - Public Works 02-21-2023
Minutes - Parks 02-16-2023

10) CORRESPONDENCE, COMMENTS AND EX-OFFICIO REPORTS

11) 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; (d) Labor Negotiations; (e) Real Property Transactions; (f) Exempt Public Records; (g) Trade Negotiations; (h) Litigation [Current or Potential]/Consult with Legal Counsel; (i) Performance Evaluation of Public Officers and Employees; (j) Trade Negotiations; and/or (l) Labor Negotiations.

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CITY COUNCIL MEETING MINUTES March 14, 2023

The scheduled meeting of the Ontario City Council was called to order by Mayor Deborah Folden at 6:00 p.m. on Tuesday, March 14, 2023, in the Council Chambers of City Hall. Council members present were Deborah Folden, Susann Mills, Sam Baker, John Kirby, Eddie Melendrez, Ken Hart, and Penny Bakefelt.

Members of staff present were Dan Cummings, Tori Barnett, Corinna Hysell, Jeremy Green, Clint Benson, Kari Ott, Casey Mordhorst, James Swank, Al Haun, Nick Tambornini, and Stephanie Cummings.

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

AGENDA

This Agenda was posted on March 10, 2023. Copies of the Agenda are available from the City Hall Customer Service Counter and on the city's website www.ontariooregon.org.

HART moved, BAKER seconded, **TO ADOPT THE AGENDA AS PRESENTED**. Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Hart-yes; Bakefelt-yes; Melendrez-yes; Folden-yes. Motion carried 7/0/0.

CONSENT AGENDA

KIRBY moved, MILLS seconded, **TO ADOPT THE CONSENT AGENDA, WHICH INCLUDED THE COUNCIL MEETING MINUTES OF FEBRUARY 14, 2023; LIQUOR LICENSE APPLICATION – DAMIAN'S DOWNTOWN NIGHT CLUB; AND LIQUOR LICENSE APPLICATION – EL PATRON ONTARIO LLC**. Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Hart-yes; Bakefelt-yes; Melendrez-yes; Folden-yes. Motion carried 7/0/0.

PUBLIC COMMENTS

Christin Hood, Ontario: *Good evening, ladies and gentlemen, members of the Council, Madam Mayor. I own Oregon Trail Hobbies and Gifts on South Oregon Street in Ontario. I come to you tonight as a merchant of downtown Ontario. I recently became aware of a façade grant that evidently was available to the downtown businesses at one point in time; however, that façade grant was poorly communicated, therefore poorly utilized. As we now understand it, that façade grant has now moved its boundaries and is no longer applicable to the downtown Ontario area. On behalf of myself and the other merchants of downtown, I come to you to ask to move those boundaries of that façade grant back and literally help us clean up our street. Downtown merchants are working incredibly hard to bring a boost to the city by way of events, organizations, and its having a positive effect. We're spending a lot of our own money, especially that of Tracy Hammond of Vintage Rose, but we continuously hear from visitors about the appearance of downtown Ontario, such as the dilapidated buildings, the broken windows, the beauty shop, businesses that were closed long ago. The façade grant would go towards improving those sites. I, myself, have a piece of tin that's blown off the back of my building, it's been gone for a long time, I have an awning that needs repaired, and I have a broken light fixture that needs to be replaced out front. It's like signage for my store. So if you would consider moving that façade grant back to the downtown area, it would be appreciated. We want this to be a great place for visitors and residents alike and a view that we can all be proud of.*



William Campbell, Ontario: Hello. I live on the eastern border of the Ontario Airport, and the weeds constantly come against one of my fences, they boil over, get my second pasture fence, and then into the third fence. It looks like the Romans taking Masada, as they built a ramp. As your sign at the airport will show you, you've got a stack that's going over a seven foot fence. You've got to stop it. It's like I put, two times last summer, I stacked up all the weeds off my fence into the roadway so that they would take them away, maybe. No, they brought a blower just before on the first or second of February, and just pushed it into a field. Now there's more weeds again, plus everything I stacked up last year, for them to take care of. And the time to burn anything is probably May. And this has happened since they moved the golf course on the eastern side to the main one, and then abandoned that golf course, too. Unless you've torn the field up, it's yours. You have to maintain it. You can't make the neighbors do it. I'm 72, most of the people on that row are retired, of age. They don't need to pick up your weeds. And I'd like you to do it. You've done it in the past, and then it's like, a deficit of attention. It goes away every year. So please....thank you.

Dan Cummings, City Manager, stated he had received several calls on the issue just that day, and he authorized Public Works to clean up the area. Public Works was getting employees from SRCI to assist for two days next week. Staff coordinated with the Fire Department, and they would have people to assist in cleaning up and burning it off. It should all be taken care of next week. Also, staff was proposing that portion of the airport, the east side was previously being maintained by the Airport Manager under a private contract; however, it was not being done properly. The east side was handled by Public Works, so in the upcoming budget cycle it would be proposed to the Council that all of the area be back under Public Works so they could maintain it properly, keep it sprayed, and keep the weeds down.

PRESENTATION

Introduction of New City Employees

Lt. James Swank introduced Stephanie Cummings, Evidence Technician, and Nick Tambornini, Ordinance Officer.

Proclamation: Border Town Comic Con Days

Mayor Folden read the Proclamation into the record:

CITY OF ONTARIO
MAYORAL PROCLAMATION
BORDER TOWN COMIC CON DAYS

- | | |
|----------|---|
| WHEREAS, | With its colorful costumes, creative artistry, and imaginative storytelling, the world of comics and pop culture has captivated our hearts and imaginations for generations; and |
| WHEREAS, | And we are thrilled to celebrate its rich history and influence with Border Town Comic Con 2023; and |
| WHEREAS, | This event will showcase the talents, passion, and creativity of our local artists, writers, and cosplayers, and bring together a diverse community of comic book enthusiasts and pop culture lovers from near and far; and |
| WHEREAS, | As we gather to appreciate the wonders of this unique and vibrant world, let us also embrace the values of inclusivity, diversity, and creativity that make Ontario such a special place to call home; and |
| WHEREAS, | Let us come together in the spirit of unity, joy, and celebration on these special days. And let us continue to support and uplift our local artists and creators, who make Ontario an amazing place to be. |

NOW, THEREFORE, BE IT RESOLVED that I, Deborah K. Folden, Mayor of Ontario, Oregon, do hereby proclaim March 18 and March 19, 2023, as **BORDER TOWN COMIC CON DAYS** and invite all our citizens to join me in extending a warm welcome to all the guests and participants of the Border Town Comic Convention and urge everyone to take part in the many exciting activities, panels, and performances that this incredible event has to offer.



TVCC Nursing & Allied Health Programs (PowerPoint attached)

Dana Young, TVCC President, and Cathy Yasuda, Foundation Executive Director, presented. Please see attached PowerPoint for specific information.

OLD BUSINESS**Solar Project w/Fleet Development**

Dan Cummings, City Manager, presented.

HART moved, BAKEFELT seconded, **THE CITY COUNCIL APPROVE THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF ONTARIO AND VERDE LIGHT COMMUNITY SOLAR, LLC, AND AUTHORIZE THE MAYOR TO SIGN THE MOU.** Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Hart-yes; Bakefelt-yes; Melendrez-yes; Folden-yes. Motion carried 7/0/0.

Fire Department Ladder Truck

Clint Benson, Fire Chief, presented.

BAKEFELT moved, MILLS seconded, **TO DIRECT STAFF TO MOVE FORWARD WITH PURSUING OPTIONS FOR THE PURCHASE OF A USED LADDER TRUCK, NOT TO EXCEED \$800,000.00.** Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Hart-yes; Bakefelt-yes; Melendrez-yes; Folden-yes. Motion carried 7/0/0.

Ordinance #2820-2023: Nuisance Ordinance

Jeremy Green, City Attorney, presented. He noted that Section 4 still needed some language tweaking. Section 4 should read in its entirety: *This ordinance supersedes and replaces Title 7, Chapters 1, 2, and 2A of the code in its entirety, and supersedes and replaces all ordinances, resolutions, and/or policies in conflict with this ordinance provided however city may continue the prosecution, conviction, and/or punishment of any person who has or is in violation of Title 7, Chapters 1, 2, and 2A of the code as of the effective date of this ordinance.* That was the only change he had on the ordinance that was being presented.

Councilor Kirby stated a concern was that the judicial portion of the ordinance be given to the Justice Court. What contacts had been made with the court?

Mr. Green stated there was no Justice of the Peace who was involved in the review of any nuisance driven issues. What the committee decided was for a Hearings Officer. If the HO decision was appealed, it would be appealed to the City Council. That was done for expediency and efficiency.

Councilor Kirby stated that was not his recollection. He believed the Hearings Officer was going to be the Justice Court.

Mr. Green stated if that was true, that had been accomplished. The Hearings Officer was identified as being a layer of the appellate review, and, in lieu of the Justice of the Peace, if the Hearings Officer's decision was appealed it would come before the Council. The HO would be an independent third party, someone the city would contract with. The language in the ordinance provided was similar to what other municipalities were moving towards, that being an HO rather than a JP. The intent was captured in the ordinance.

Councilor Hart asked for clarification – if the city noticed someone and it wasn't addressed, could the city abate the property and put a lien on the property? Citizens were not so concerned about tickets; they wanted things fixed. Did the ordinance allow that? And had there been a discussion about implementing that?

Mr. Green stated yes, the city had the right of abatement. There was a procedure spelled out in the ordinance. There had been discussions internally about the process as the ordinance was being developed.



Mr. Cummings stated Section 11 addressed abatements, along with the full process.

Councilor Hart asked if there was a process in place for who would be utilized for the abatement of the property.

Mr. Cummings stated that piece was covered in the ordinance. In the past, the city had Public Works do a portion of the abatement, until it became too much, when it would then be contracted out.

Councilor Bakefelt asked if the ordinance department in the Police Department had reviewed the document.

Mr. Cummings stated they were part of the committee that reviewed everything, and the Police Chief had also reviewed it.

Councilor Mills questioned the method for noticing.

Mr. Green stated the posting at the address of the subject property was just one part of the notice process. It would also be mailed, regular and certified mail, to the registered owner. One concern raised had been about consistency with the notice process, depending upon the type of nuisance issue, and that had been revised to make it all consistent. Regarding Councilor Hart's question, if the city had the resources to abate, that would presumably be the first option. In certain situations, the city might not have the expertise to abate, for example, asbestos or some type of environmental concern. It would be best to have that contracted out. It would not be feasible for Mr. Cummings to identify how it would be addressed each time; it would be a case by case issue.

Councilor Kirby reminded everyone that there was only one ordinance officer taking care of the city, and there was going to be a backlog. Another suggestion had been to conduct this by quadrant across the city, but that would be a bad idea. They needed to get this ordinance passed and put into use, and then maybe review it quarterly or semi-annually.

Councilor Hart stated the structure in the past created a lot of fines, but he didn't know if they were doing much abatement. It seemed that they were doing a lot of fining, but not a lot of abatement, the actual taking it on and cleaning up of the properties. The expectation from the public was that the nuisances, if valid, would be cleaned up. He wanted to focus on helping the owner address it themselves, and if not that way, then the city getting it cleaned up. That could take additional resources the city did not have, especially if there was a backlog. Going into this budget, did they need to set aside funds so the clean ups could be done? Ultimately, it was the property owners responsibility, but if they didn't clean it up, the city needed to be step in. That's what the public wanted to see.

Mr. Cummings agreed, and staff would look at that during the budget preparation.

Casey Mordhorst, Public Works Director, stated previously, Public Works had done 90% of the abatements. There had been one that was too large, and the city contracted that out. He agreed that the issues would need to be handled on a case by base basis. With the amount of drug paraphernalia, he would ask that it be deferred to an environmental contractor for cleanup, similar to what was done when they did clean up along the river near the Water Treatment Plant. They were trained to deal with that type of thing, and his staff was not. They did quite a bit of homeless camp abatements.

Mr. Cummings reminded the Council that examples of the notice and other documents were in the Council packet.

Councilor Bakefelt gave a shout out to Public Works for their work with past Ordinance Officer Rick Reyna. She had done a ride along with Officer Reyna, and when he found larger items, such as a sofa or pallets, he called Public Works, and a crew was out immediately collecting the large debris.

KIRBY moved, BAKEFELT seconded, **THE CITY COUNCIL TO APPROVE ORDINANCE #2820-2023, AN ORDINANCE SUPERSEDING AND REPLACING TITLE 7, CHAPTER 1, 2, AND 2A OF THE ONTARIO MUNICIPAL CODE IN ITS ENTIRETY, COMMONLY KNOWN AS THE "ONTARIO NUISANCE ORDINANCE," WHICH TITLE 7, CHAPTER 1, 2 AND 2A ESTABLISHED DEFINITIONS OF NUISANCE, PENALTIES, AND PROCEDURES FOR ABATEMENT OF NUISANCES IN CITY OF ONTARIO; SUPERSEDING AND REPLACING ALL CITY ORDINANCES, RESOLUTIONS, AND/OR POLICIES IN CONFLICT WITH THIS ORDINANCE, AS AMENDED.** Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Hart-yes; Bakefelt-yes; Melendrez-yes; Folden-yes. Motion carried 7/0/0.

NEW BUSINESS

Appointment to Budget Board

Tori Barnett, City Recorder, presented. Three names were submitted for consideration: Norm Crume, Riley Hill, and Jackie Koehler.

FOLDEN moved, BAKEFELT seconded, **TO APPOINT NORM CRUME TO THE BUDGET BOARD. No vote.**

Mr. Crume and Ms. Koehler addressed the Council as to why they were interested in serving on the Budget Board.

Councilor Kirby stated as a point of order, the Council had addressed this issue and determined that the Mayor would appoint, and then a consensus of the Council was needed to confirm that appointment.

Councilor Hart stated he appreciated the willingness of both Mr. Crume and Mr. Hill to serve, as they both had a lot of experience, but he'd like to have new blood on the committee. He appreciated a new citizen stepping up. He'd like to see the appointment of Jackie Koehler.

Councilor Bakefelt agreed in it was nice having new people wanting to serve, but the budget was the largest item the city had, and they needed experience on the budget. It was not to discount Ms. Koehler, but she was leaning towards experience.

Following discussion, Council opted to do a roll call to name their candidate of choice for the position. Hart-Koehler; Mills-Crume; Kirby-Koehler; Baker-Koehler; Melendrez-Crume; Bakefelt-Crume; Folden-Crume.

Norm Crume was appointed to the Budget Board, effective immediately.

FBO Contract: Silverhawk

Jeremy Green, City Attorney, presented.

MILLS moved, BAKER seconded, **THE CITY COUNCIL TO APPROVE THE DOCUMENTS SUBMITTED BASED ON LEGAL REVISIONS AND CITY MANAGER APPROVAL AND AUTHORIZE THE MAYOR TO SIGN THE FINAL DOCUMENTS.** Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Hart-yes; Bakefelt-yes; Melendrez-yes; Folden-yes. Motion carried 7/0/0.

Beck-Kiwanis Park: Disc Golf Course

Casey Mordhorst, Public Works Director, presented.

HART moved, BAKER seconded, **THE CITY COUNCIL TO APPROVE THE RECOMMENDATION FROM THE PARKS COMMITTEE FOR THE INSTALLATION OF THE DISC GOLF COURSE AT BECK KIWANIS PARK.** Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Hart-yes; Bakefelt-yes; Melendrez-yes; Folden-yes. Motion carried 7/0/0.

Bid Award: Equipment Storage Building

Casey Mordhorst, Public Works Director, presented.

MILLS moved, MELENDREZ seconded, **THE CITY COUNCIL TO ACCEPT THE BIDS RECEIVED AND AWARD THE PUBLIC WORKS EQUIPMENT STORAGE BUILDING PROJECT TO PARAMOUNT IRONWORKS, LLC, FOR THE AMOUNT OF \$175,040.00.** Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Hart-yes; Bakefelt-yes; Melendrez-yes; Folden-yes. Motion carried 7/0/0.

Bid Award: MichroTech System – Storage Area Network (SANS)

Kari Ott, Finance Director, presented.

MILLS moved, BAKEFELT seconded, **THE CITY COUNCIL AWARD THE BID TO MICROTECH SYSTEMS FOR THE PURCHASE AND INSTALLATION OF THE STORAGE AREA NETWORK IN THE AMOUNT OF \$68,733.** Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Hart-yes; Bakefelt-yes; Melendrez-yes; Folden-yes. Motion carried 7/0/0.

DEPARTMENT HEAD UPDATES**Fire & Rescue: Quarterly Report**

Clint Benton, Fire Chief, presented.

DISCUSSION ITEMS**Ontario Promise/529 Plan**

Ken Hart, City Councilor, stated he wanted to place a request before Council for the next meeting. While they were making strides on getting more kids signed up for the Ontario Promise Plan, they had not had as many as they'd like. He was invited to attend the Diversity Advisory Committee meeting tomorrow night to speak with them about it. There was a new member on the committee doing more outreach. They had allocated more money than they had given out, and given the fiscal situation, he spoke with Andrew Maeda, Rec District, to see if there were any capital needs that they might have. The city was in an interesting relationship with the Rec District – they had funds from taxpayers for the pool and programs, but a lot of the programming they did happened on the city's parks. He asked Mr. Maeda to look at putting together a capital needs list for the Rec Department, specifically for Beck-Kiwanis Park. There had been a big push to try to get baseball back to Ontario, but due to a lack of facilities, the kids were going to Payette Rec, and others, and this was the first year they were actually coming back to Ontario. They would be attending the next Council meeting with a pitch for \$50K, specifically related to Beck-Kiwanis ball field. and what could be done there. The stands were less than desirable, and there were other needs as well. They had spent a lot of time and energy making the fields better. He knew that Public Works had been working with them on watering, among other things. It was a city asset, and there was a lot of hard work from the Rec Department. His request would at the next meeting would be to reallocate \$25K out of the Ontario Promise Fund, and then maybe allocate \$25K from designated park funds that could be utilized to help revitalize the Beck-Kiwanis park in partnership with the Ontario Recreation Department. The Ontario Promise was set aside to help kids, and they still wanted to help kids and get more signed up, but he felt that money was sitting dormant and it could be better utilized now to get some more investment in those fields to help kids faster than waiting for folks to sign up for scholarships.

Councilor Bakefelt added that outside of helping the kids with the park, sports tourism was a good market for this area. When teams came in, they ate in restaurants, stayed in hotels, and the city received money via the TOT. She could see with the disc golf, they might be on to something to work with the Chamber on to figure out how to market this area for sports as a niche market.



HAND-OUTS**Minutes:** *(Attached)*

County Court: 02-08-2023; 02-15-2023; 03-01-2023

Parks: 01-19-2023

Public Works: 08-16-2022

Tater Tots Trail: 01-25-2023; 02-08-2023

Department Stats *(Attached)*

Police, Code Enforcement, Fire, Public Works – February 2023

CORRESPONDENCE, COMMENTS, AND EX-OFFICIO REPORTS

- Councilor Bakefelt stated everyone had probably already heard that Sheriff Wolf was retiring and recommended to the County Court to appoint Undersheriff Travis Johnson to replace him, and it appeared in the County Court minutes that that recommendation had been approved.
- Councilor Bakefelt reminded everyone that on August 8th there would be a National Night Out event. They were six months out and had raised \$3,000. She encouraged everyone to show up and get involved at the event.

EXECUTIVE SESSION**ORS 192.660(2)(e) – Real Property**

An executive session was called at 8:24 p.m. under provisions of ORS 192.660(2)(e) to discuss real property. The Council reconvened into regular session at 8:43 p.m.

ADJOURN

KIRBY moved, MILLS seconded, **THAT THE MEETING BE ADJOURNED**. Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Hart-yes; Bakefelt-yes; Melendrez-yes; Folden-yes. Motion carried 7/0/0.

ACCEPTED:**ATTEST**

Deborah K. Folden, Mayor

Tori Barnett, MMC, City Recorder

Ontario North-South Connector Trail Plan

Ontario Planning Commission/City Council

Joint Work Session

3/28/23

Agenda

- ▶ Project Background & Process
- ▶ North-South Connector Trail Plan
- ▶ Next Steps



Project Background & Process

- ▶ ODOT Community Paths Grant
- ▶ Refine route identified in Parks & Recreation Master Plan & 2021 TSP Update



Project Schedule

Aug - Sept

Oct - Nov

Dec-Jan

Feb-Mar

Public
Outreach

PC/CC Work
Session

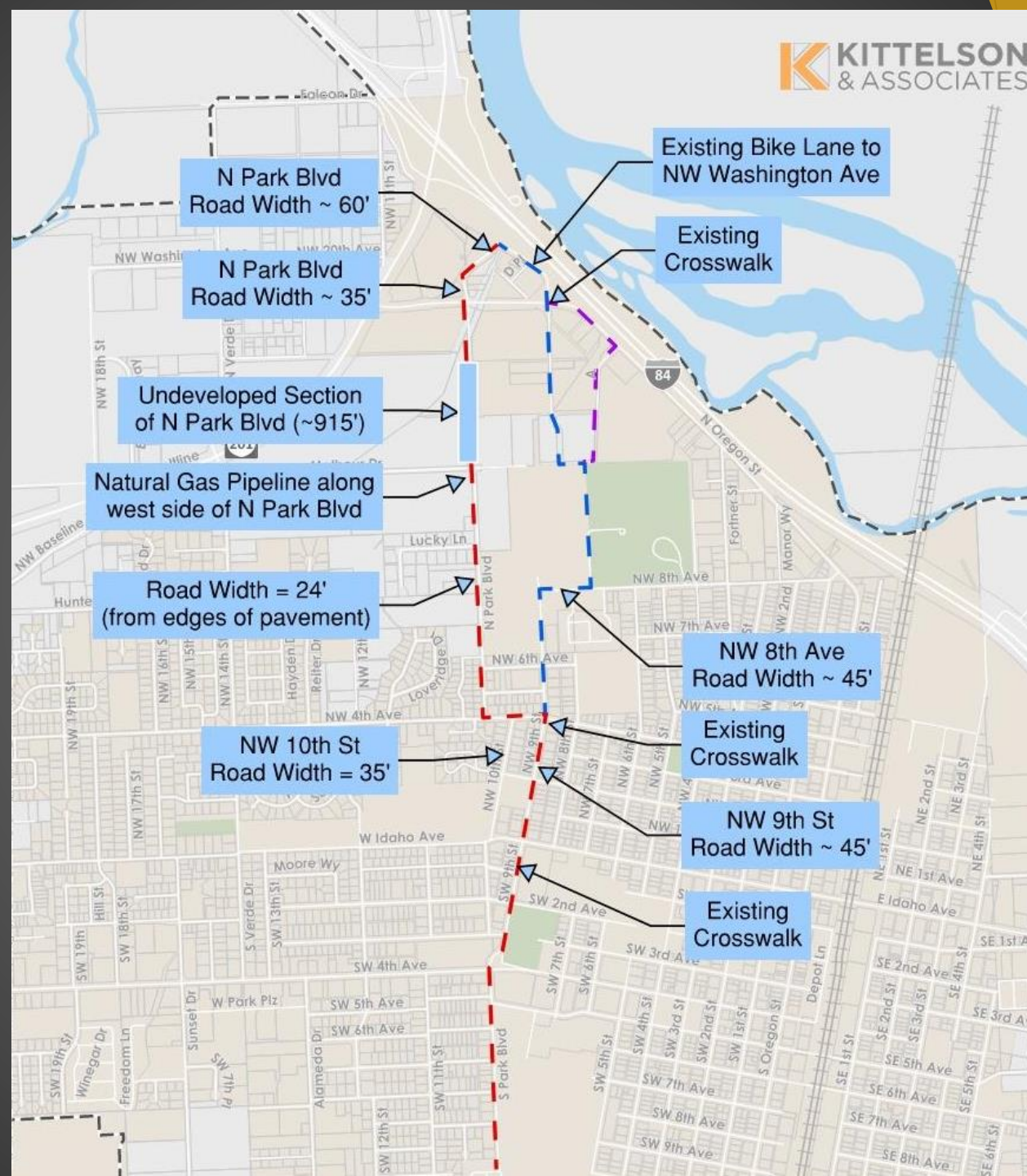
Background
& Existing
Conditions

Draft
Alternatives

Select
Alternative

Draft
Concept
Plan

Initial Routes



Public Outreach Efforts

COMMUNITY WORKSHOPS | October 4-5, 2022

Public comments were collected through the following means:



29 Total participants



13 In-person participants



16 On-line Survey responses

COMMON REMARKS:



Interest in having a connection to Treasure Valley Community College (TVCC) trail



Safety Concerns for off-street sections specifically within and north of Beck-Kiwanis Park



Desire for a new trail to be well-maintained



Desire to travel through parks and away from traffic

PREFERRED ROUTES:

Route 1 ▶ 6 people  **26%**

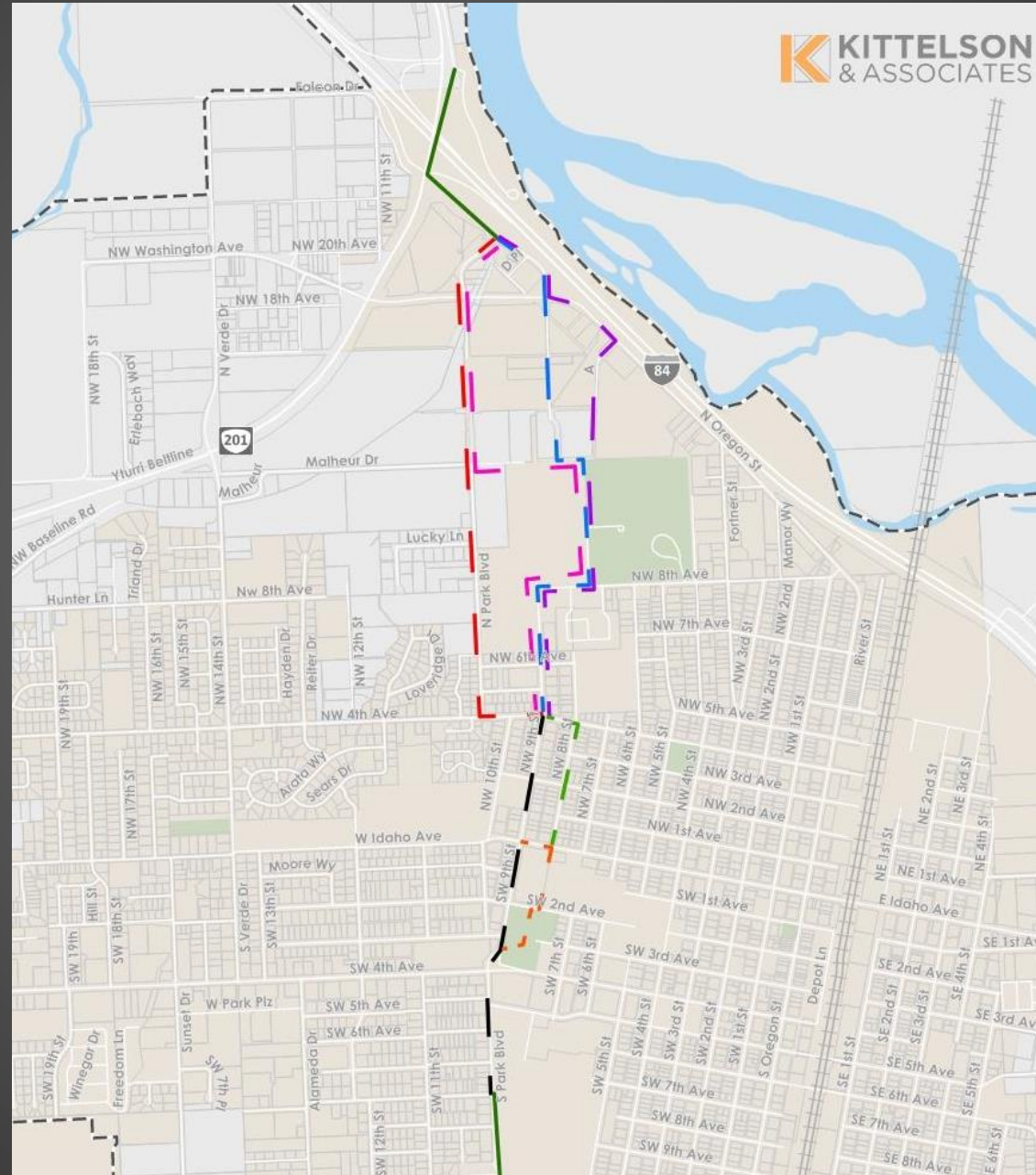
Route 2 ▶ 17 people  **74%**

No Route ▶ 1 person  **4%**

Any Route ▶ 1 person  **4%**

Route 3 ▶ 0 people

KITTELSON
& ASSOCIATES

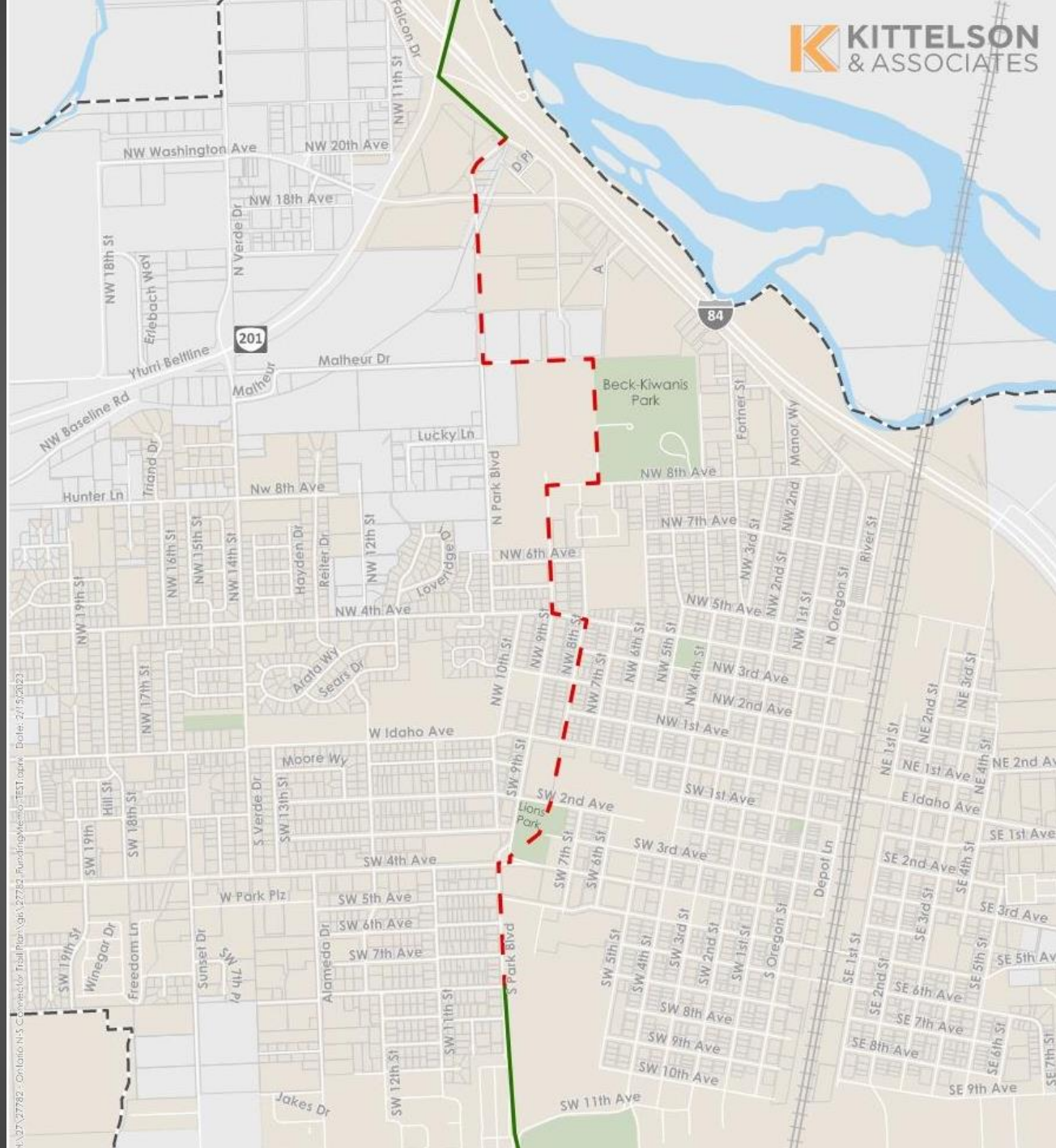


- ▶ Safety
- ▶ Property Impacts
- ▶ Environmental Considerations
- ▶ Traffic/Parking Impacts
- ▶ Security
- ▶ Land Use
- ▶ Maintenance
- ▶ Cost



KITTELSON
& ASSOCIATES

KITTELSON
& ASSOCIATES



Potential Design

Adjacent to Street



Off-Street



Recommended Crossing Treatments



Planning-Level Cost Estimate

Project Phase	Estimated Cost
Design	\$370,000
Construction	\$2,470,000
ROW Acquisition	\$110,000
30% Contingency	\$880,000
Total	\$3,830,000

Next Steps

- ▶ Adopt Plan
- ▶ Seek Funding





**AGENDA REPORT
NEW BUSINESS
March 28, 2023**

To: Mayor and City Council

FROM: Casey Mordhorst, Public Works Director

THROUGH: Danny K. Cummings, City Manager

SUBJECT: BID AWARD: CHIP SEAL OIL

DATE: March 20, 2023

PROPOSED MOTION:

I MOVE THE CITY COUNCIL TO ACCEPT THE CHIP SEAL OIL BIDS AND AWARD THE PROJECT TO ALBINA ASPHALT FOR AN AMOUNT NOT TO EXCEED \$80,000.

SUMMARY:

Public Works requested a bid for the 2023 chip seal project. Three bids were received. Albina Asphalt was the low bidder in the amount of \$77,375. This includes 90 tons of chip seal oil, 25 tons of fog seal oil, freight, and distribution of the oils required for the project. SW 4th Avenue from SW 9th Street to Highway 201 will be chipped and fog sealed. A total of nine miles of lanes will be completed this year. Public Works is focusing on the primary and secondary routes in Ontario. These are the road sections with the highest amount of traffic in Ontario.

BACKGROUND:

Public Works is focusing on the primary and secondary routes in Ontario. These are the road sections with the highest amount of traffic. This will keep the highest utilized road sections in town with good wear surfaces. Chip sealing the road sections extends the life of the road by 7 to 10 years, eliminating the high cost of milling and inlaying new asphalt. When funding is available, milling and inlaying asphalt will have to be done. Each time a road is chipped, the surface is raised 3/8", and you can only chip so many times before a mill project will be required to be completed.

CURRENT SITUATION:

SW 4th Avenue's wear surface is smooth and traction has been reduced. The street crew will fill all of the cracks, eliminating moisture getting into the subbase which causes base failure. Adding the new wear surface will extend the useful life for 7 to 10 years.

ANALYSIS:

- A. **STRATEGIC PLAN** Chip sealing is a lower-cost project that will extend the useful life of the roads for the citizens of Ontario and patrons that come to Ontario.

- B. **FINANCIAL** Annually, the chip seal is funded by the general fund and the road user fee. In FY 22-23, \$150K was budgeted for this project and approved by the Budget Committee and City Council.
- C. **TIMING** The 2023 Chip Seal project will be completed in June. Fog sealing will be completed in late July or early August.
- D. **POLICY/LEGAL** None.

ALTERNATIVES:

If this project is not approved, Public Works will only complete the crack seal and the asphalt will continue to wear down, increasing maintenance costs in the future.

RECOMMENDATION:

Staff recommends accepting the Chip Seal Oil bids and to award the project to Albina Asphalt in the amount not to exceed \$80,000.

ATTACHMENTS:

1. Oil Bid results_2023_CM
2. City of Ontario-Albina Chip Seal Quote 2023
3. City of Ontario - Ergon Quote 2023
4. N-Bid31981-23-31981-Quote Document 2019-ONTARIO CITY OF-2023 Chip Seal Oil

Chip seal/Fog coat oil Quotes		
<i>Contractor</i>	<i>Product</i>	<i>Bid Amount</i>
Albina Asphalt Inc.	CRS-2R chipseal oil	\$ 500.00
<i>Contact</i>	Fog seal oil	\$ 470.00
Kyle Arntson	Delivery cost	\$ 105.00
<i>Phone # 360-816-8546</i>	Spreading cost	\$ 325.00
	Lay over cost	\$ 250.00

*** \$250.00 per nigh layover for distributor

<i>Contractor</i>	<i>Product</i>	<i>Bid Amount</i>
Ergon	CRS-2R chip seal oil	\$ 625.00
<i>Contact</i>	Fogseal oil	\$ 505.00
Josh Giudice	Delivery cost	\$ 30.00
<i>Phone # 208-972-0353</i>	Spreading cost	\$ 250.00

<i>Contractor</i>	<i>Product</i>	<i>Bid Amount</i>
Idaho Asphalt Supply Inc.	CRS-2R chipseal oil	\$ 675.00
<i>Contact</i>	Fog seal oil	\$ 495.00
Monte Mason	Delivery cost	\$40.00
<i>Phone # 208-466-9541</i>	Spreading cost	\$ 300.00

Total

Oil Tons	Total cost
90	\$ 45,000.00
25	\$ 11,750.00
115	\$ 12,075.00
24	\$ 7,800.00
3	\$ 750.00
\$ 77,375.00	

3 - 8 hour
days

Oil Tons	Total cost
90	\$ 56,250.00
25	\$ 12,625.00
115	\$ 3,450.00
24	\$ 6,000.00
\$ 78,325.00	

3 - 8 hour
days

Oil Tons	Total cost
90	\$ 60,750.00
25	\$ 12,375.00
115	\$ 4,600.00
24	\$ 7,200.00
\$ 84,925.00	

3 - 8 hour
days

ALBINA ASPHALT

Improving the road ahead.

801 Main St., Vancouver, Wa. 98660
360-816-8536
800-888-5048
FAX: 360-816-8537

FAX TRANSMITTAL

TO: Casey Mordhorst

COMPANY: City of Ontario

EMAIL: case.mordorst@jacobs.com

DATE: 3/3/2023

NO. PAGES: 1

FROM: Kyle Arntson

PROJECT NAME: 2023 Chip Seal Emulsion Quote **Bids 3/3/2022**

BID ITEM	PRODUCT	TONS	PRICE/TON @ Madras, OR	FREIGHT per ton	Delivered to Ontario, OR
	CRS-2P	90	\$500.00	\$105.00	\$605.00
	CSS-1	25	\$470.00	\$105.00	\$575.00
Distributor truck rate is \$325.00/hr with (6) hour daily minimum charge					
Distributor truck layover rate is \$250.00/night					
Demurrage rate is \$150.00/hr AFTER (2) free hours to unload					

These prices are good for 15 days from the date of this quote; the quote does not guarantee supply or transport. A signed acceptance is required to confirm the quote. There shall be no obligation to have available or deliver any or all of the products included on the quote in the customary manner when such availability or deliveries are prevented or hindered by an Act of God, fire, strike, partial or total interruption or loss or shortage of transportation facilities, or by any other similar or different acts of civil or military authorities, or by other like causes beyond the control of Albina Holdings, Inc., dba Albina Asphalt.

SIGNED ACCEPTANCE: _____ DATE: _____

Ergon Asphalt & Emulsions, Inc.

CONFIDENTIAL PRICE QUOTE (Revision #1)

DATE 3/03/22 DURATION//END DATE END DATE 2: QUOTE REVISION

ENTER ORDER: YES ☐ NO ☐

BID DATE: 3/03/23

COMPANY: PHONE FAX

COMPANY CONTACT: E-MAIL

PROJECT NAME: 2023 Liquid Oil Quote City of Ontario/Jacobs

CUSTOMER PO#: CUSTOMER JOB#: PROJECT COUNTY:

ENVIRONMENTAL FEE INCLUDED IN PRICE: YES ☒ NO ☐ N/A ☐

TAX INCLUDED IN PRICE: YES ☐ RATE: NO ☒ N/A ☐ IS THE JOB BONDED YES ☐ NO ☐

INDEX: YES ☐ NO ☒ INDEX ESCALATOR SPECIFICS:

JOB START DATE ORDER LEAD TIME REQUIREMENTS

PRODUCT(S)	QUANTITY	QUOTED PRICE
CRS-2R	99 Tons	\$625.00/Ton
CSS-1	28 Tons	\$505.00/Ton

ALL CUSTOMERS MUST CALL TO RECEIVE EA&E REFERENCE NUMBER PRIOR TO PRODUCT PICK-UP OR DELIVERY. ASPHALT SUPPLY RESTRICTIONS ARE FORECASTED FOR THE FUTURE AND PRODUCT PRICING AND PRODUCT SUPPLY ARE SUBJECT TO AVAILABILITY. PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE. OFFER MAY NOT BE VALID UNTIL ACCEPTED BY CUSTOMER IN WRITING OR FOR A MAXIMUM OF 30 DAYS OF THIS DATED QUOTE SHEET, WHICH EVER COMES FIRST. CUSTOMER IS LIABLE FOR TAXES CHARGED AT THE TIME OF PURCHASE UNLESS A TAX EXEMPT FORM HAS BEEN RECEIVED BY ERGON TAX DEPARTMENT. FEDERAL ENVIRONMENTAL FEES WILL BE ADDED TO THE ABOVE PRICES AT RATE OF \$0.49770/TON OR \$0.00150/GAL. ⚠ WARNING: This product can expose you to chemicals including benzo(a)pyrene, which is known to the State of California to cause cancer. For more information, go to www.P65Warnings.ca.gov

TERMINAL LOCATION

SHIPPING METHOD

Boise, ID

Delivered

FREIGHT RATE: \$30/ton FREIGHT COMMENTS:

CUSTOMER WILL BE BILLED ACTUAL FREIGHT COST FOR DELIVERY. CUSTOMER WILL BE BILLED ACTUAL FREIGHT COST FOR RETURNS PLUS \$15.00/TON. CUSTOMER WILL BE BILLED ACTUAL CHARGES FOR STAND BY AND OTHER MISCELLANEOUS FREIGHT CHARGES. EMULSION RETURNS MUST BE APPROVED IN ADVANCE. DILUTED EMULSIONS ARE NON-RETURNABLE. EA&E WILL NOT BE RESPONSIBLE FOR EMULSION QUALITY, STORAGE LIFE, TANK/EQUIPMENT CLEANING, RETURN, OR DISPOSAL OF ANY EMULSION PRODUCTS THAT ARE NOT STORED AND HANDLED IN ACCORDANCE TO EA&E'S WRITTEN STORAGE AND HANDLING SUGGESTIONS. ALL ESTIMATES AND QUOTATIONS ARE CONTINGENT UPON CREDIT APPROVAL. ADDITIONALLY, CUSTOMER AGREES THAT ALL SALES OF PRODUCT BY CREDITOR TO THE CUSTOMER SHALL BE SUBJECT TO THE TERMS AND CONDITIONS LOCATED AT [HTTP://ERGONASPHALT.COM/GP.PHP](http://ERGONASPHALT.COM/GP.PHP). ANY ADDITIONAL OR CONFLICTING TERMS OR CONDITIONS CONTAINED IN ANY PURCHASE ORDER, WORK ORDER, CONFIRMATION OF PURCHASE ORDER, PROPOSAL OR OTHER DOCUMENTATION ISSUED BY APPLICANT ARE EXPRESSLY EXCLUDED AND SHALL NOT BE BINDING UPON CREDITOR UNLESS INCLUDED IN A WRITTEN AGREEMENT SIGNED BY AN AUTHORIZED REPRESENTATIVE OF CREDITOR. THIS AGREEMENT SHALL BE BINDING UPON THE CUSTOMER AND ITS SUCCESSORS AND ASSIGNS.

APPROVED BY AREA SALES MANAGER -

COMMENTS:

Minimum Freight: 28 Tons

Demurrage: \$100 after 3 hours

Spreading Charges: \$30 per ton or \$250 per hour (Whichever is greater) \$2000 daily Min.

Fuel Surcharge: Price of the fuel at the time of delivery is based on \$4.00/gal, rates will be adjusted if fuel exceeds this rate by 1% every 5 cents over \$4.00/gal per ton.



Idaho Asphalt Supply, Inc.

Asphalts • Emulsions • Road Oils

P.O. Box 966, Nampa ID 83653

Phone: (208) 466-9541

Fax: (208) 465-4815



TO: ONTARIO, CITY OF
ATTN: Casey Mordhorst
444 S. W. 4TH
Ontario, OR 97914
Phone: (208) 870-2844

Fax:

RE: 2023 Chip Seal Oil

PROJECT NUMBER:

BID DATE: February 28, 2023

Product	TONS	Price/Ton Tax Excluded	Effective Thru	Freight Per Ton	FOB
CRS-2P	90.00	\$675.00	10/31/2023	\$40.00	Nampa
CSS-1-DIL 50/50	25.00	\$495.00	10/31/2023	\$40.00	Nampa
DISTRIBUTOR SERVICE \$2,000.00 Minimum Charge		\$30.00/TON OR \$300.00/HOUR (WHICHEVER IS GREATER)			

Contract Special Provisions:

No Fuel Surcharge on Freight to Ontario, OR. Prices firm on quantities quoted for 2023. Any overages or substitutions may be repriced. Distributor \$2000 per day minimum.

- 1> All Product Will Conform to The State of Idaho/Oregon specifications.
- 2> **Idaho Asphalt Supply, Inc** reserves the right to ship from any supply facility on a freight equalized basis.
- 3> This price quotation is made expressly subject to the Terms and Conditions of the **Idaho Asphalt Supply, Inc** standard purchase agreement.
- 4> Freight will be billed separately by a common carrier.
- 5> Freight is subject to a fuel surcharge at time of delivery.
- 6> The above prices on the above quantities are valid for 5 (five) days from the date of the quotation and if accepted within the stated period will remain effective thru the **2023** season.

Miscellaneous incidental charges are as follow:

All prices based on a 30-ton minimum. Full freight charges to destination and 1/2 freight charges will be assessed on returned product. No credit will be given for anti-strip or diluted materials. Unloading time: 2.00 hours free then \$125.00 per hour thereafter. Overnight holdover: \$400.00 per night. Restocking fee for returned product: \$250.00, Equipment charge for job-site pump-off, flat fee per occurrence (no polymer modified asphalts) \$125.00.

Thank you for giving us the opportunity to prepare this bid.

Monte Mason
Idaho Asphalt Supply, Inc

Accepted By: _____ Firm: ONTARIO, CITY OF Date: _____



**AGENDA REPORT
NEW BUSINESS
March 28, 2023**

To: Mayor and City Council

FROM: Kari Ott, Finance Director

THROUGH: Danny K. Cummings, City Manager

SUBJECT: RESOLUTION #2023-103: REALLOCATE FUNDS TO ONTARIO RECREATION DEPARTMENT FOR REPAIR WORK ON THE BECK-KIWANIS BASEBALL FIELD

DATE: March 20, 2023

PROPOSED MOTION:

I MOVE THE CITY COUNCIL APPROVE RESOLUTION #2023-103: A RESOLUTION TO REALLOCATE FUNDS TO ONTARIO RECREATION DEPARTMENT FOR REPAIR WORK ON THE BECK-KIWANIS BASEBALL FIELD.

SUMMARY:

Attached is Resolution #2023-103

BACKGROUND:

The Ontario Recreation District has an agreement with the City to use city property for recreation programs. However, the city still owns the parks used for these programs. The Beck-Kiwanis Park baseball fields are sorely in need of some repairs. There are a couple of different funding sources that could be used for parks.

The 2022-2023 budget set aside \$100,000 to fund the Ontario Promise 529 plan. Currently, there have been a total of 113 accounts set up for a cost of \$5,650. Given this information, it doesn't appear the full amount will be needed for 2022-2023.

12.5% of the 9% transient occupancy tax (TOT) is allocated to be used for parks and recreation. This is allocated in the budget to the Bike/Footpath department of the Reserve Fund for use on the trails. The full amount of funding won't be needed for the 2022-2023 fiscal year.

CURRENT SITUATION:

The City Council gave a consensus at the March 14, 2023, City Council meeting to reallocate funding for the baseball field repairs at Beck-Kiwanis park. The resolution allocates \$25,000 from the Ontario Promise 529 plan and \$25,000 from the parks and recreation portion of the TOT.

ANALYSIS:

- A. **STRATEGIC PLAN** This directly relates to the Recreation District Desirability Goal.
- B. **FINANCIAL** The entire project is budgeted for \$50,000. \$25,000 removed from the Ontario Promise 529 plan allocations will leave \$75,000 in the budget for 2022-2023. The allocation from the reserve fund will still leave \$585,000 for the River Trail.
- C. **TIMING** Baseball and softball season is ready to begin. The quicker the repairs can be done, the better.
- D. **POLICY/LEGAL** A formal resolution approved by the City Council is required to spend funds per ORS 294.

ALTERNATIVES:

The City Council could choose not to approve the resolution. This would not allocate any funding for the Beck-Kiwanis park baseball field repairs.

RECOMMENDATION:

Staff recommends the approval of Resolution #2023-103.

ATTACHMENTS:

1. Reso #2023-103 ALLOCATING FUNDS BECK-KIWANIS BASEBALL FIELD



RESOLUTION #2023-103

A RESOLUTION TO REALLOCATE FUNDS TO ONTARIO RECREATION DISTRICT FOR REPAIR WORK ON THE BECK-KIWANIS BASEBALL FIELD

- WHEREAS,** The City set aside \$100,000 to fund Ontario Promise 529 plan, but the activity has been lower than expected, and there is TOT money set aside for parks and recreation; **and**
- WHEREAS,** The Beck-Kiwanis baseball field is in need of improvements and the City Council would like to reallocate funds to help the Ontario Recreation District fund the improvements; **and**
- WHEREAS,** The City desires to modify the 2022-2023 budget in order to appropriate the funding.

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

Line Item	Item Description	FY 22-23 Budget	Amount of Change	Adjusted Budget
GENERAL FUND				
001-004-839202	Transfer for Ontario Promise	\$100,000	(\$25,000)	\$75,000
001-017-615568	Beck-Kiwanis Baseball Field	\$ -	\$25,000	\$25,000
RESERVE FUND – BIKE PATH				
055-115-714122	River Trail	\$610,000	(\$25,000)	\$585,000
055-115-714124	Park Improvements	\$ -	\$25,000	\$25,000

EFFECTIVE DATE: Effective immediately upon passage.

PASSED AND ADOPTED by the City Council of the City of Ontario this 28th day of March 2023, by the following vote:

AYES:

NAYES:

ABSENT:

APPROVED by the Mayor this 28th day of March, 2023.

Deborah K. Folden, Mayor

ATTEST:

Tori Barnett, MMC, City Recorder



**AGENDA REPORT
NEW BUSINESS
March 28, 2023**

To: Mayor and City Council
FROM: Kari Ott, Finance Director
THROUGH: Danny K. Cummings, City Manager
SUBJECT: **RESOLUTION #2023-104: TRANSFER FUNDS - SANS EQUIPMENT**
DATE: March 21, 2023

PROPOSED MOTION:

I MOVE THE CITY COUNCIL APPROVE RESOLUTION #2023-104: A RESOLUTION TO APPROPRIATE FUNDS FOR THE STORAGE AREA NETWORK SYSTEM

SUMMARY:

Attached is Resolution #2023-104.

BACKGROUND:

The current storage area network (SAN) is eight years old and is completely out of hard drive space and doesn't have the power to be the production SAN. There were some issues during the holidays where two of the master drives in the array of the SAN died and the city system was down for a while. MicroTech moved drives around and ordered new drives to make the system function. However, this is not a long-term solution.

The current SAN doesn't have enough space and power to handle the new evidence software, so the implementation is at a stand still until a new SAN is installed. The purchase of the new SAN system will keep the city going. Realistically, we will also be looking at purchasing another one in the next few years.

MicroTech provided a bid for the installation and purchase of the equipment for \$68,732.93. This includes setting up the new system and also taking the old SAN and setting it up as the backup SAN.

CURRENT SITUATION:

The City Council awarded the bid to MicroTech Systems at the Council meeting on March 14, 2023. The resolution attached takes the funding from the General Fund contingency and also the Public Safety department in the Reserve Fund.

ANALYSIS:

- A. **STRATEGIC PLAN** No direct impact noted.
- B. **FINANCIAL** The SAN system and installation will cost the city \$68,733. There is \$25,216 budgeted in the IT budget already. The attached resolution takes the remaining \$43,517 out of the General Fund contingency and the Public Safety Fund (\$21,759 each). This will leave \$218,080 in General Fund contingency and \$85,355 in the Public Safety Fund contingency.
- C. **TIMING** The new SAN system needs to be ordered and installed as soon as possible to prevent network failures.
- D. **POLICY/LEGAL** The City Council is required to formally approve the resolution per ORS 294.

ALTERNATIVES:

The City Council could choose to appropriate the funds from other sources.

RECOMMENDATION:

Staff recommends the approval of Resolution #2023-104.

ATTACHMENTS:

- 1. Reso #2023-104 SANS EQUIPMENT



RESOLUTION #2023-104

A RESOLUTION TO APPROPRIATE FUNDS FOR THE STORAGE AREA NETWORK SYSTEM

- WHEREAS,** The City needs to replace it's current storage area network (SAN) system which is 8 years old, and an additional \$43,517 is required; **and**
- WHEREAS,** MicroTech Systems will order and install the equipment and will cleanup and rotate the current system to the backup system; **and**
- WHEREAS,** The City desires to modify the 2022-2023 budget in order to appropriate the funding.

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

Line Item	Item Description	FY 22-23 Budget	Amount of Change	Adjusted Budget
GENERAL FUND				
001-026-712113	Network Infrastructure	\$50,000	\$21,759	\$71,759
001-004-871000	Operating Contingency	\$239,839	(\$21,759)	\$218,080
RESERVE FUND – PUBLIC SAFETY				
055-131-871000	Contingency	\$107,114	(\$21,759)	\$85,355
055-131-712125	SAN System Replacement	\$ -	\$21,759	\$21,759

EFFECTIVE DATE: Effective immediately upon passage.

PASSED AND ADOPTED by the City Council of the City of Ontario this 28th day of March 2023, by the following vote:

AYES:

NAYES:

ABSENT:

APPROVED by the Mayor this 28th day of March, 2023.

Deborah K. Folden, Mayor

ATTEST:

Tori Barnett, MMC, City Recorder

**CITY OF ONTARIO
GENERAL FUND - DEPARTMENT REVENUE
FOR THE PERIOD ENDED
FEBRUARY 28, 2023**

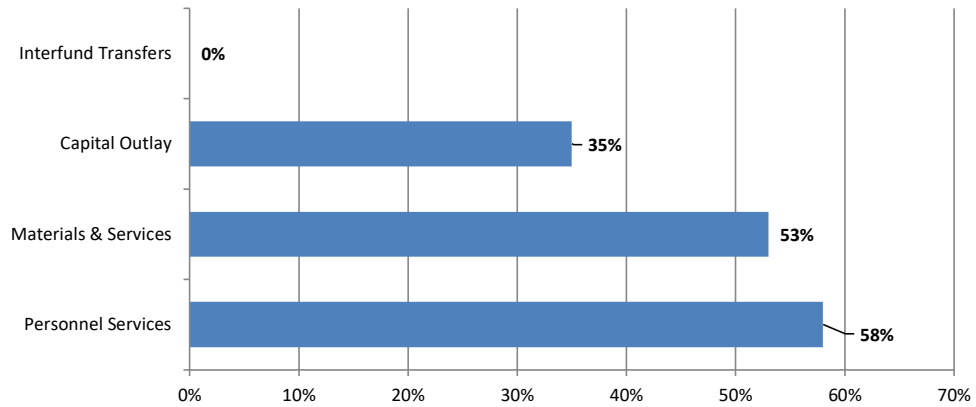
DEPARTMENT	BUDGET	ACTUAL	% REALIZED	COMMENTS
GENERAL FUND BEGINNING FUND BALANCE	3,860,050	3,860,050	100.0%	
Parks	2,000	550	27.5%	
Parks & Recreation	2,000	550	27.5%	
Fire	269,572	150,697	55.9%	
Code Enforcement	45,300	6,110	13.5%	
Police	199,850	80,086	40.1%	
Dispensary Business License	111,600	60,800	54.5%	
Public Safety Total	626,322	297,693	47.5%	
Interest	24,500	81,236	331.6%	
State Revenue Sharing	154,031	86,943	56.4%	
Administrative Services	497,148	331,432	66.7%	
Other General Revenues	8,485	28,560	336.6%	
Donations	-	-	#DIV/0!	
Property Taxes	4,242,967	3,904,915	92.0%	
Alcohol Bvg License & Fee	226,233	129,422	57.2%	
Cigarette tax	8,862	5,525	62.3%	
Marijuana tax	3,500,000	614,762	17.6%	
Franchise Fees	1,608,362	903,169	56.2%	
Cemetery	55,000	15,000	27.3%	
General Government Total	10,325,588	6,100,964	59.1%	
Planning & Zoning	4,000	3,180	79.5%	
Community development	4,000	3,180	79.5%	
GENERAL FUND REVENUE TOTALS	\$ 10,957,910	\$ 6,402,387	58.4%	
YTD CURRENT YEAR PROFIT(LOSS)				\$ 829,685
YTD BUDGET BENCHMARK			66.7%	 -8.2%

CITY OF ONTARIO
GENERAL FUND - DEPARTMENT EXPENDITURES
FOR THE PERIOD ENDED
FEBRUARY 28, 2023

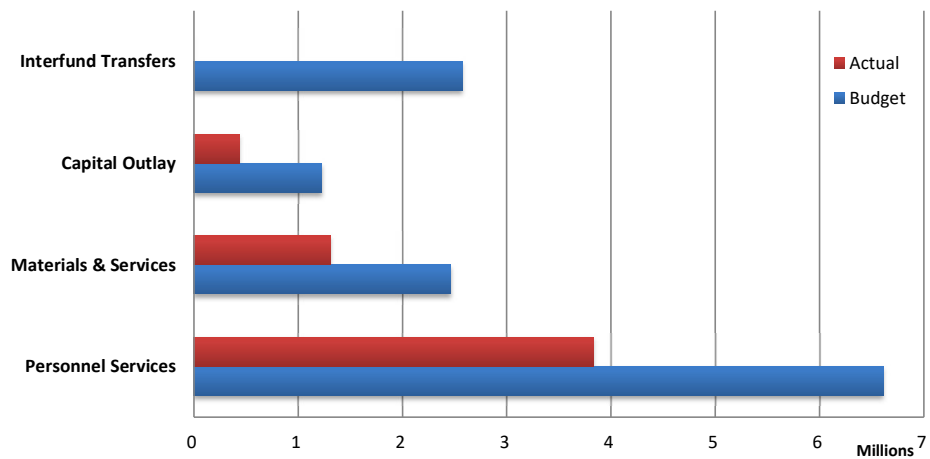
DEPARTMENT	BUDGET	ACTUAL	% EXPENDED	COMMENTS
Parks	532,383	213,362	40.1%	
Parks & Recreation	532,383	213,362	40.1%	
Fire	2,026,801	1,216,547	60.0%	
Code Enforcement	150,577	25,027	16.6%	
Police	4,635,316	2,704,533	58.3%	
Police reserves	3,275	-	0.0%	
Public Safety Total	6,815,969	3,946,107	57.9%	
Administration	532,881	309,212	58.0%	
City Council	34,461	13,998	40.6%	
Business Registration	1,100	490	44.6%	
Cemetery	224,078	132,654	59.2%	
Finance	259,476	116,042	44.7%	
Technology	214,940	121,958	56.7%	
General Government Total	1,266,936	694,354	54.8%	
Community development	214,474	54,242	25.3%	
Community Development	214,474	54,242	25.3%	
Administrative Overhead	1,054,562	612,637	58.1%	
Non-Departmental Contributions	544,269	52,000	9.6%	
Other Total	1,598,831	664,637	41.6%	
Operating Transfers Out	2,449,528	-	0.0%	
GENERAL FUND TOTALS	\$ 12,878,121	\$ 5,572,702	43.3%	
YTD BUDGET BENCHMARK			66.7%	 23.4%

**CITY OF ONTARIO
GENERAL FUND - DEPARTMENT EXPENDITURES
FOR THE PERIOD ENDED
FEBRUARY 28, 2023**

% Expended by Category



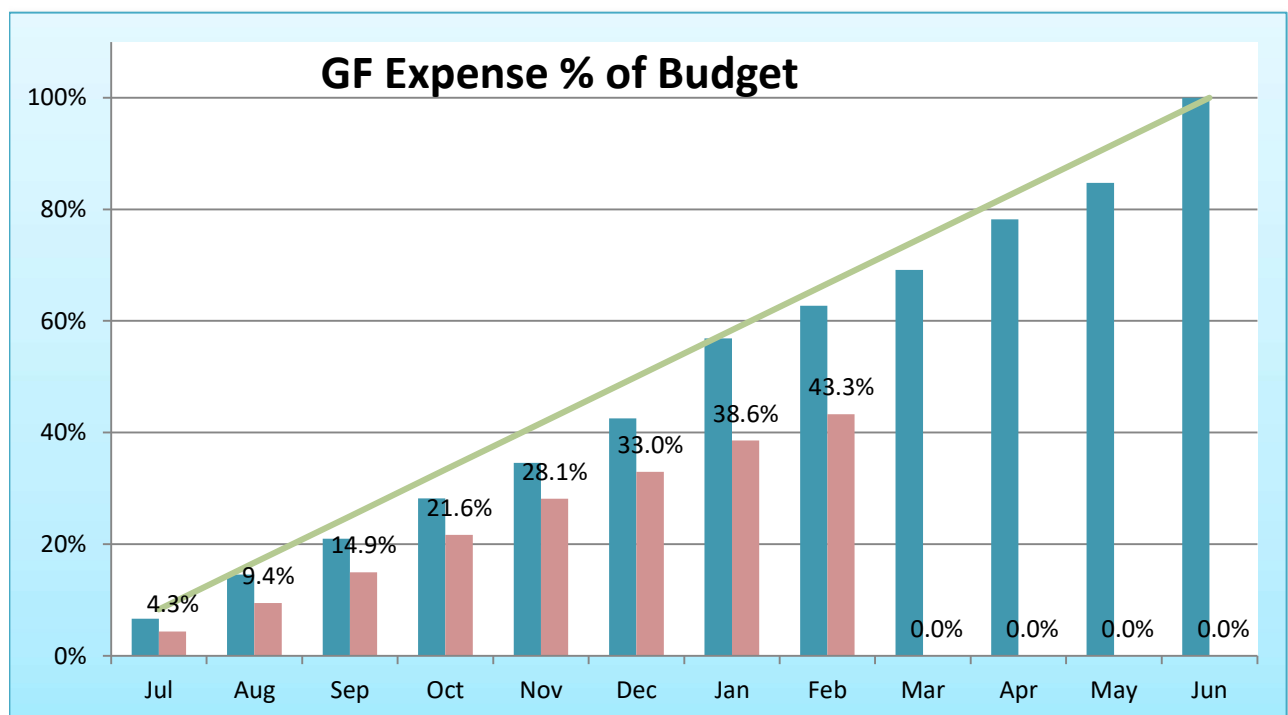
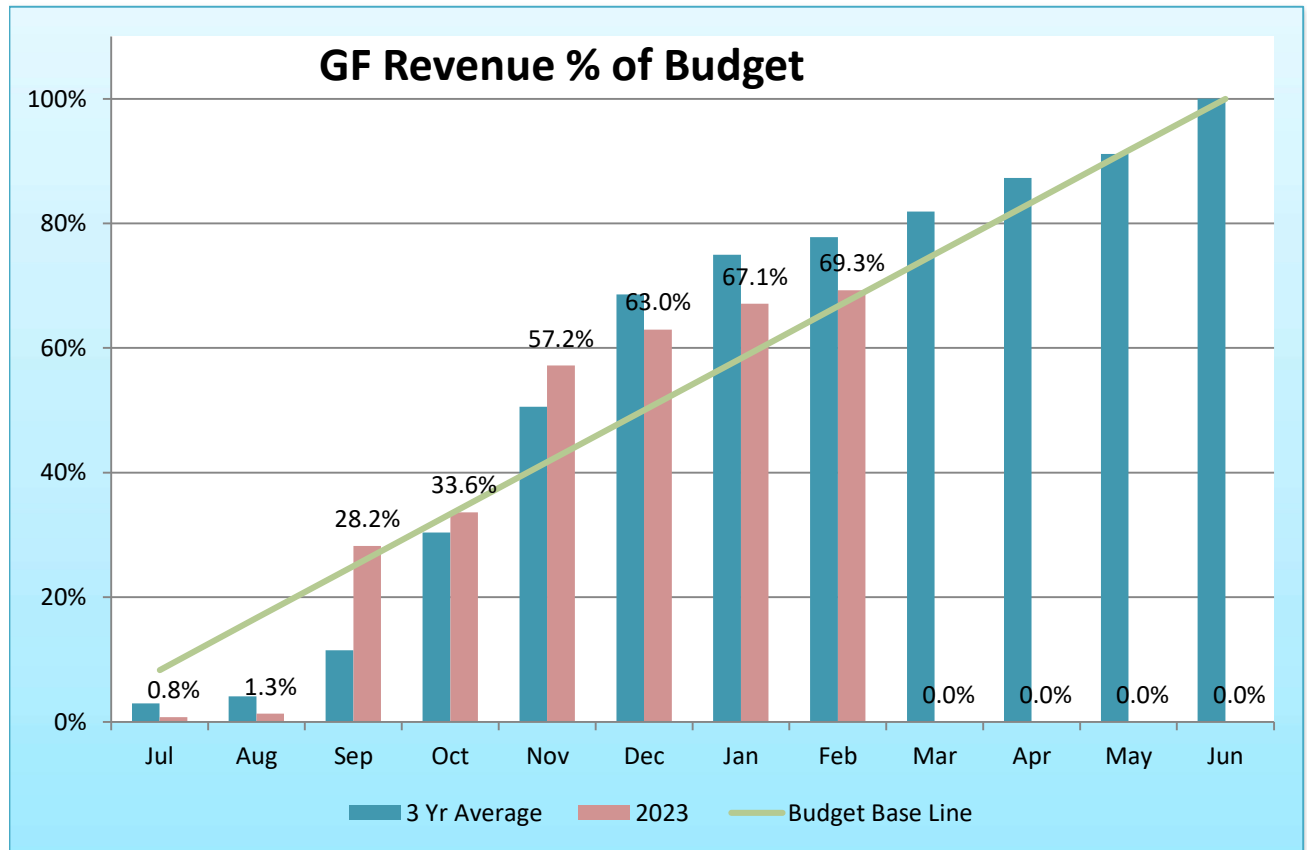
Budget to Actual by Category



**CITY OF ONTARIO
GENERAL FUND - LEGAL SERVICES
AS OF MARCH 24, 2023**

LEGAL EXPENSES		
JULY	\$	3,021
AUGUST		17,768
SEPTEMBER		26,599
OCTOBER		20,800
NOVEMBER		13,462
DECEMBER		15,389
JANUARY		24,493
FEBRUARY		21,250
MARCH		
APRIL		
MAY		
JUNE		
TOTAL		<u>\$ 142,780</u>
BUDGETED AMOUNT	\$	80,000
(OVER) UNDER BUDGET AMOUNT	\$	(62,780)

**CITY OF ONTARIO
GENERAL FUND
FOR THE PERIOD ENDED
FEBRUARY 28, 2023**



**CITY OF ONTARIO
OTHER FUNDS - EXPENDITURES
FOR THE PERIOD ENDED
FEBRUARY 28, 2023**

DEPARTMENT/FUND	REVENUES				EXPENDITURES		
	BUDGET	ACTUAL	% REALIZED		BUDGET	ACTUAL	% EXPENDED
002 Marijuana Enforcement Fund	25,600	20,310	79.3%		25,600	13,472	52.6%
010 Grant Fund	2,894,741	2,843,327	98.2%		2,894,741	786,341	27.2%
027 Building Fund	688,073	768,596	111.7%		229,947	140,699	61.2%
030 Capital Projects Fund	4,963,274	5,536,536	111.6%		3,170,438	1,027,118	32.4%
031 SDC Fund	794,798	855,046	107.6%		794,798	-	0.0%
045 Street Fund	5,780,664	2,805,551	48.5%		5,780,664	1,623,970	28.1%
050 Trust Funds	845,542	832,522	98.5%		845,542	363,569	43.0%
055 Reserve Funds	5,210,470	4,444,559	85.3%		4,101,462	2,300,688	56.1%
060 Revolving Loan Fund	449,164	274,456	61.1%		449,164	80,000	17.8%
105 Water Fund	5,368,979	5,152,498	96.0%		4,626,458	2,370,498	51.2%
110 Sewer Fund	5,561,514	5,958,999	107.1%		4,546,046	3,335,786	73.4%
115 Storm Sewer Fund	463,840	467,786	100.9%		170,225	84,450	49.6%
120 Airport Fund	958,329	225,573	23.5%		958,329	203,105	21.2%
125 Aquatic Fund	1,029	-	0.0%		1,029	-	0.0%

Comments:

YTD BUDGET BENCHMARK

66.7%



CITY OF ONTARIO COMMUNITY DEVELOPMENT

Fiscal Year 2022-23
Second Quarter

Building
Department

Economic
Development

Planning and Zoning

Building Department Statistics

Mechanical and Structural Permit Amounts and Fees



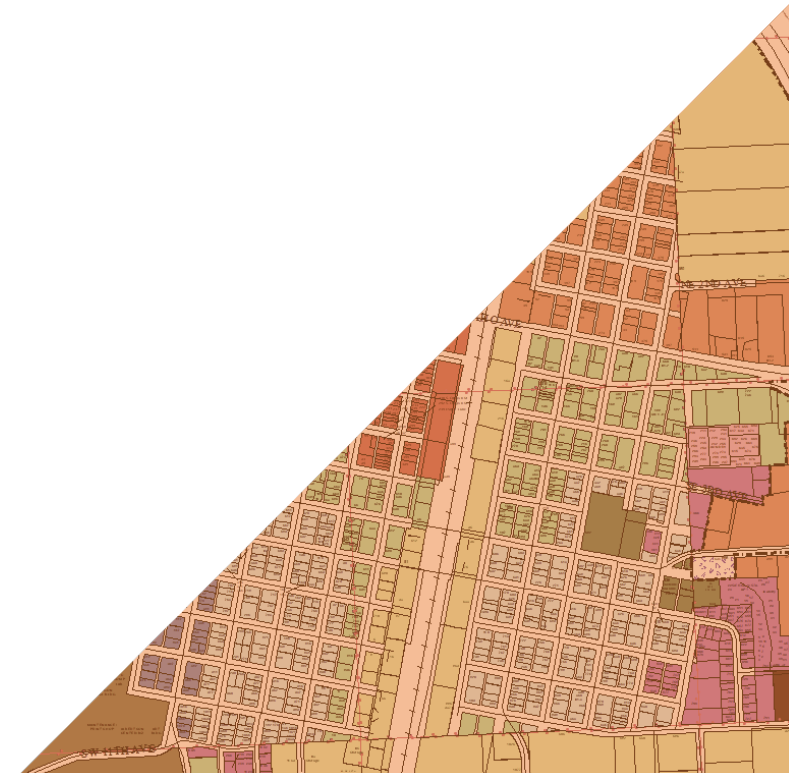
Oct – Dec 2022

Mechanical Permits and Fees Issued

- Mechanical Permits Issued **60**
- Mechanical Valuation Totals **\$ 545,961**
- Total Mechanical Fees **\$ 6,935**

Structural Permits and Fees Issued

- Structural Permits Issued **47**
- Structural Valuation Totals **\$ 4,731,127**
- Total Structural Fees **\$ 47,011**



Building Department Statistics

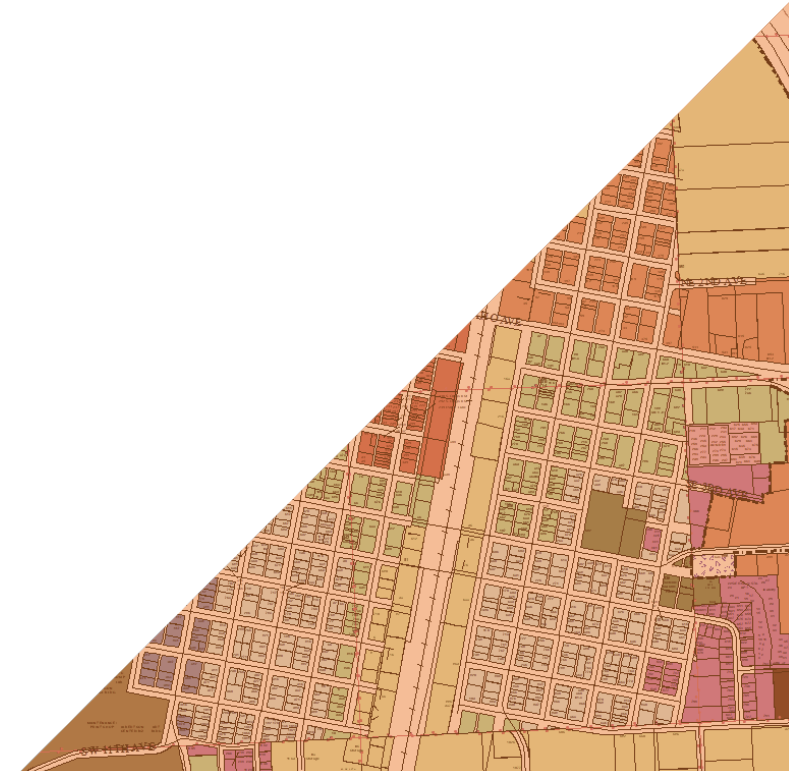
Mechanical and Structural Permit Amounts and Fees



Oct – Dec 2022

Total Permits and Fees Issued in 2nd Quarter FY 21-22

- Total Permits Issued **107**
- Valuation Totals **\$ 5,277,088**
- Total Permit Fees **\$ 53,946**



Planning and Zoning Department

Oct, Nov, Dec 2022

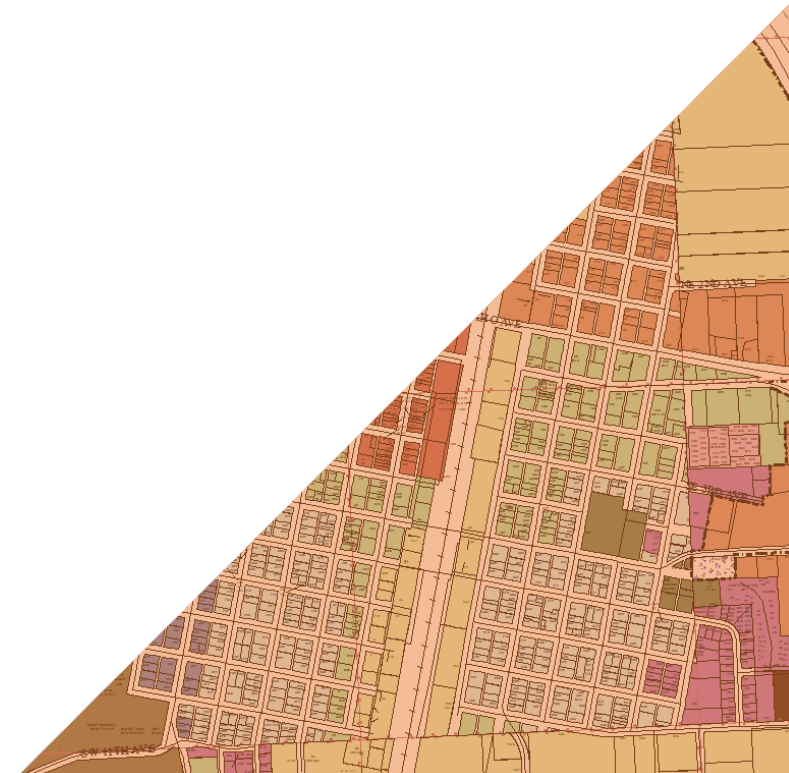


- Appeals 1
- Partitions 1
- Site Developments 1
- Temporary Use Permits 0
- Property Line Adjustments 2

Total Fees for the Quarter

\$ 1,220

Total Land Use Applications 5



Phase II Façade Grant Program

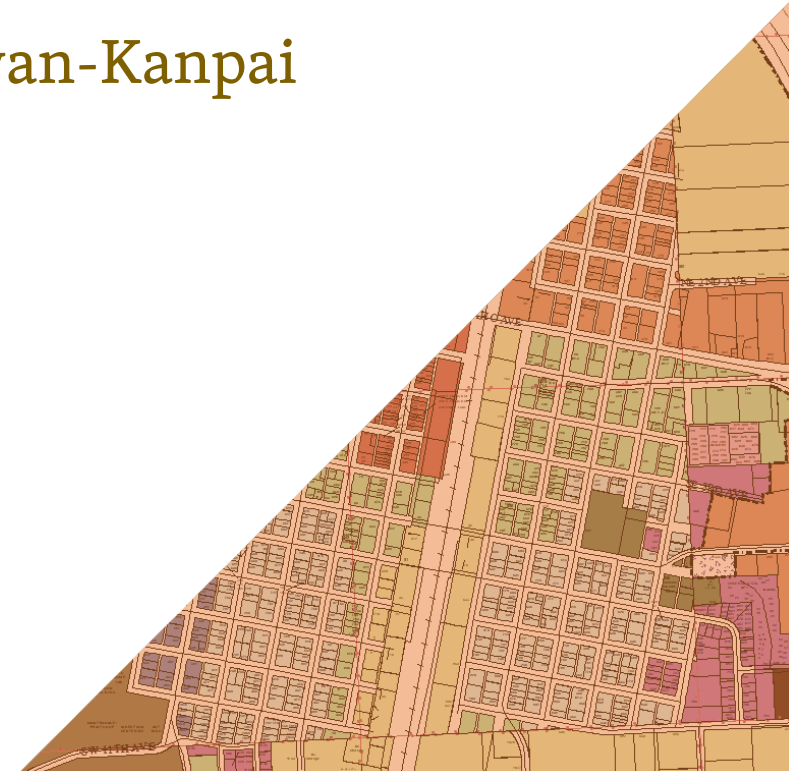


- Applications for locations along SW 4th Ave & E Idaho
- 2022 ended with a total of Two applicants, for the Phase II Grant
- \$23,255 worth of project costs for businesses
- Remaining funds for 2023 are \$16,300
- \$10,000 of matching grant money awarded

Participating Businesses

Speech Tree

Sullivan-Kanpai

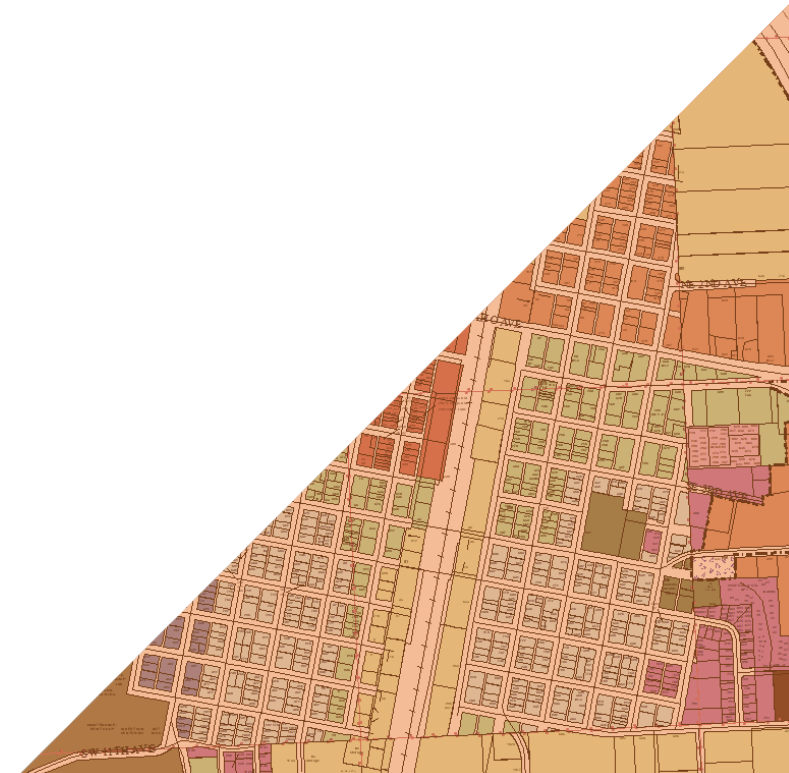


Ontario Economic Activity

Oct, Nov, Dec 2022



- Mayberry Subdivision-completed & 10 applications have been submitted
- Project Build Ontario-Housing Incentive is at #53, 2 new 2023
- Project West Park-construction to start soon
- Brownfields Grant Program
- Staff is working on several requests for information



Ontario Economic Activity



Continued

“Project Build Ontario”

- Single Family Residential Housing Incentive program promotes new housing within the City Limits

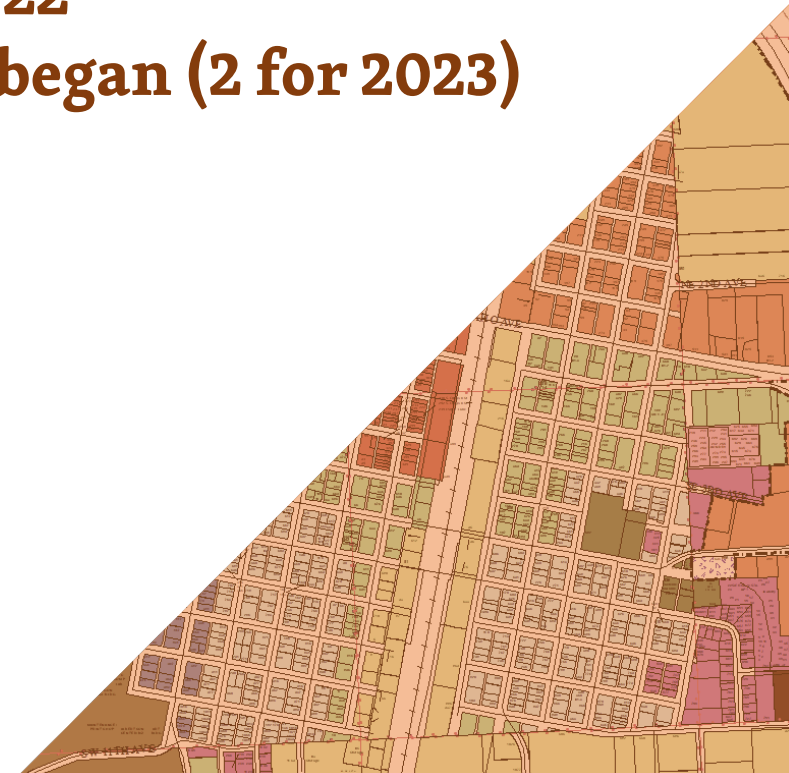
Status: 8 incentive applications submitted in 2022

53 total applications since the incentive began (2 for 2023)

“Project Westpark”

- Redevelopment of the West Park Plaza Mall
- Creation of new indoor mini storage and flex space
- Consideration of 150-unit apartment complex

Status: On-going



Ontario Economic Activity



Continued

EPA Brownfield Grant Program

- Redevelopment of Brownfields within Malheur County
- Funding still available to properties in Ontario, Nyssa, Vale
- Phase I and Phase II studies ongoing

Status: EPA had approved a 1-year extension –due to end in Sept 2023

“Mayberry Subdivision”

- Affordable Mini Housing Development for Veterans and Seniors Citizens

Constructed and 10 building permits have been applied for so far



Projects in Development

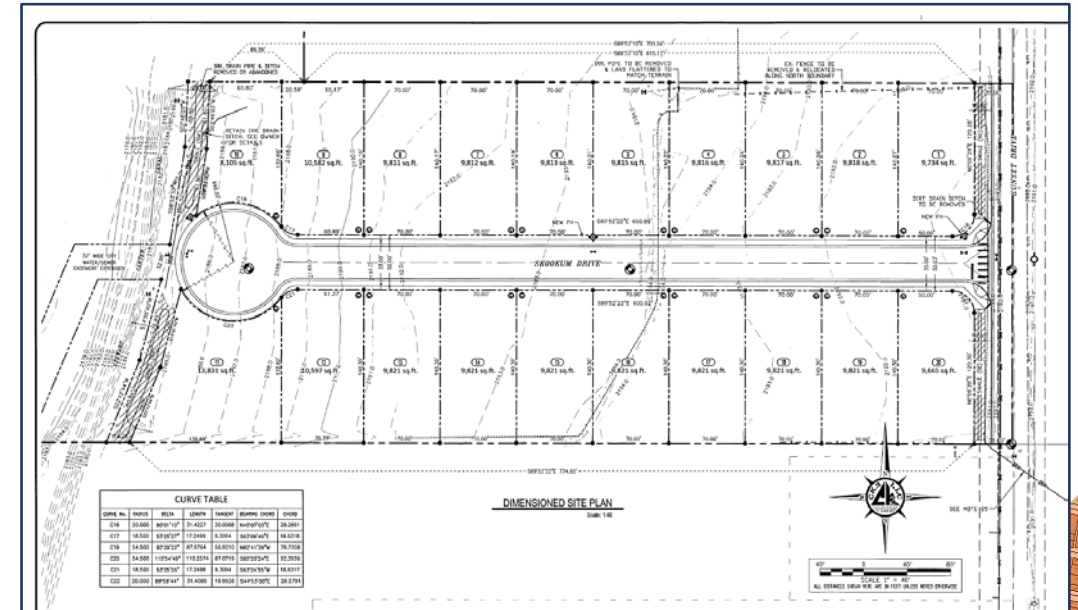


Mayberry Subdivision

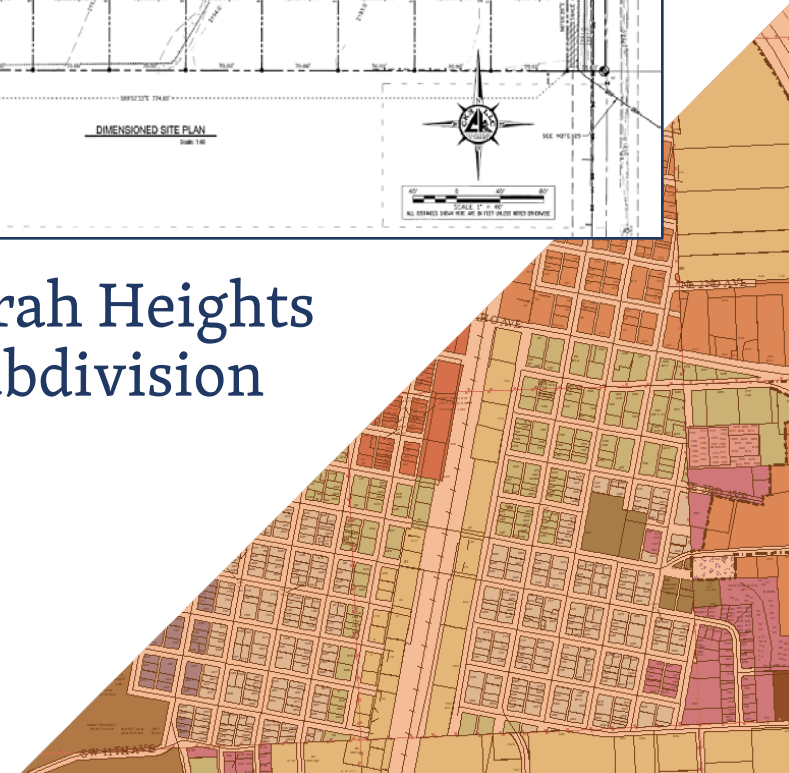


Projects in Development

Terranova
RV Park Bathroom
Under Construction



Harrah Heights Subdivision



Projects in Development



Completed:
Nascosto
Affordable
Housing



RESIDENTIAL UPDATE

5 New Single Family Home Building Permits

Issued Oct - Dec



Ongoing Construction



- Terranova RV Park
- Terranova Mobile Home Park
- Dollar General

Construction Complete:

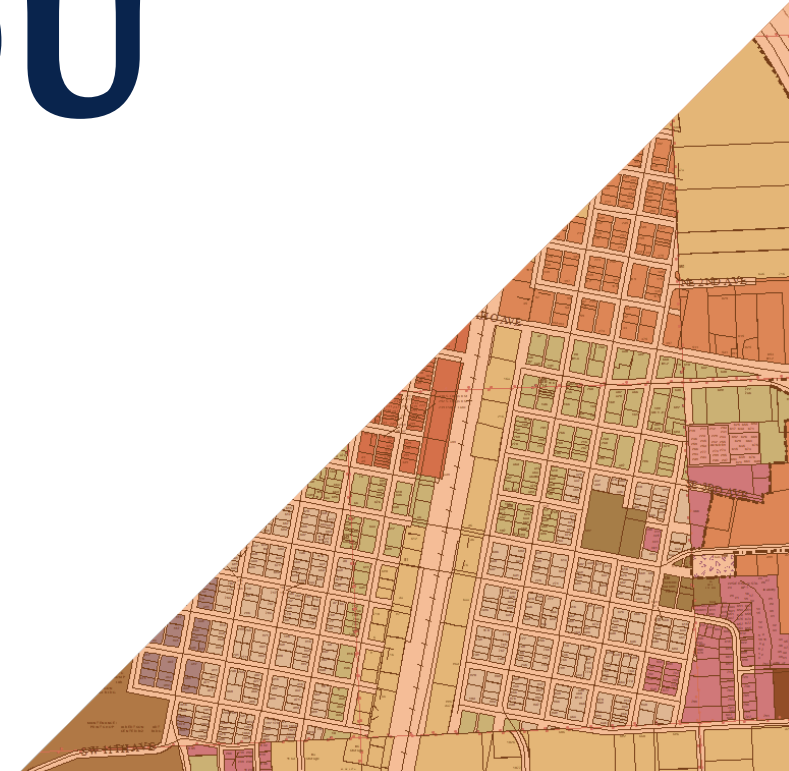
NASCOSTO Affordable Multifamily

- 70 Units on NE 3rd Ave
- 56 Units on Fortner Street

Construction Complete



THANK YOU



MALHEUR COUNTY COURT MINUTES

March 8, 2023

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 Ron Jacobs and Commissioner Jim Mendiola present. Staff present was Administrative Officer Lorinda DuBois. Members of the media, public and staff had the opportunity to join the meeting electronically or in-person. Present in the meeting room was public member Mike Walker. 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 # [2023-615](#)

TREASURE VALLEY RELOAD CENTER PROJECT

Brad Baird and Malheur County Development Corporation (MCDC) board chair Grant Kitamura met with the Court.

Commissioner Jacobs: So I guess we might make a point that, you know, we had some questions about the material that's going to be used for fill for Track C and the rail portion of it, so I think Brad's here to answer those questions.

Brad Baird: Yeah, any questions you may have. Our goal today, obviously, is to hopefully get this agreement approved so we can get R6 out there working on Track C and just wanted to clarify, I know there's some concern that, and the agreement covers that, not to use any imported material, you know, just use onsite material. And we're fine with that requirement because we're confident we can do so. To give an example, we've used a lot of onsite material out there as fill, when conditions are right and the moistures get to the right level. There's plenty of onsite fill in parts of the rail line above the water. We didn't use import for everything, obviously, but we did use the import to get out of the water. A lot of the fill in the rail lines that's above the water come from onsite. And I know there was some question about how do you get it certified. Well, the way it works is, let's say you sign this and the contractor goes out there, the first thing we'll do is we've got different stockpiles of material for moving things around onsite, and we'll go out and check every stockpile in every area with a trackhoe, dig test pits and start looking at it, and maybe even run some percent moistures to where we find the material that looks the best, and then we'll take that, a good sample of that, and you send it to an independent lab. They run what's called a proctor on it, which gives you a curve for your maximum density and optimal moisture, and then that's what we test against when you actually take it, place it and compact it. The testing outfit comes out and takes a nuclear density test of it, compares it to the proctor, and says, yep, you're at 95% maximum or 98, you know, and the specs have the range that they have to get to to call it compacted. So you can't do that test until you pick the material, because all the material varies a little, some will have a little more silt, a little less silt, (inaudible) plays. So each one you run a proctor on each type of material that you use and hope for consistency. Obviously if you use six or seven different types you'll have to run six or seven tests, because you've got to have a proctor for each type you use. So that's how the project's gone, you run around and identify the source of material onsite, test it, and then get it certified that it's good. And then once you start using it, you test that against the certification test to make sure you're at a certain density, and that's what we've already done, lots, there's all kinds of testing results of this working. So that's why we were fine with the, we know that there's onsite dirt we can use. The only risk is if it's too wet, you know, like it's been raining a lot this winter and maybe we'll have to dry some out. Sometimes you'll take material and you'll disk it a little bit to dry it out and get the moistures down to where it's optimal; we're confident we can make it work. So we're ready to go. But obviously there hasn't been any testing done yet, because we haven't identified which pot of dirt we're going to use.

Commissioner Jacobs: So let me understand – you take samples into Atlas to start with, and then they come out, eventually come out, and do some compaction tests, after you start laying it.

Brad Baird: Yeah, every lift.

Commissioner Jacobs: And you say a lift, how much is a lift?

Brad Baird: I'd have to go back and read the specs; usually it's 8 to 10 inches or 6 to 10, it depends on the material, sometimes maybe a foot if they can demonstrate compaction properly. You get too thick and you can't actually get the bottom part of that lift compacted, so, which contractors love to go two foot lifts, and it's like, no, that's not going to work. But yeah, they'll place a lift that's compactible, and then every bit of it's tested, obviously we can't have the rail lines with possible sinking spots, so it's all tested.

Commissioner Mendiola: They'll put a lift in to 12 inches and it'll compact down to 6 or 7

Multiple talking

Brad Baird: Yeah, and then it's tested and it meets specs and here comes the next lift, so that's exactly how it works.

Ontario City Manager Dan Cummings joined the meeting.

Commissioner Jacobs: And you described earlier to us that when RailWorks comes in and starts putting the lifts in for the tracks, actual the top part of it, then they come in and do compaction tests as well.

Brad Baird: Yeah. What happens is when R6 is done, before the RailWorks crew starts, you'll have the whole thing filled up. The membrane will be down, and the sub ballast will be down, which is the stuff that looks like three quarter minus gravel. And so when RailWorks shows up, it looks like a gravel strip, you know, it's already up there. RailWorks brings in the ballast, the larger gap graded material for drainage, and, but yeah, usually at that point you proof roll the whole thing with a huge loaded dump truck or a water truck, something really heavy. They'll walk all along and test it, that's a good way to test it and see

Commissioner Mendiola: And they'll bring the big ballast, the finished ballast in?

Brad Baird: Yeah, that's in RailWorks contract; they do the finished ballast and then build the rail.

Commissioner Mendiola: I see.

Commissioner Jacobs: So R6 puts the membrane down on top of the fill before they start the three quarters minus.

Brad Baird: Yep.

Commissioner Jacobs: Okay.

Brad Baird: And so when R6 is done and they walk away, it'll be all the way up to grade except for the ballast and

Commissioner Jacobs: And the rail

Brad Baird: Yeah. And everything's certified and tested, just like we've done with everything else. And hopefully it didn't rain all over the site all winter; it's looking pretty good, because the R6 guys, when they're running around they'll swing by and take a look and look at it.

Commissioner Jacobs: Some moisture is good, too much is

Brad Baird: Yeah, well it's got to be right in there at a certain range to compact right, so yeah, you're right, you need some. And obviously, if it was very dry they would be out there placing the dirt and adding the water to it to get it to compact.

Commissioner Mendiola: If it's too wet it'll start pumping.

Brad Baird: Right, so you dance around that optimal point and it's always a challenge, but we've had good results using onsite material thus far so we're sure we can get it

Commissioner Mendiola: That's good to know.

Brad Baird: Yeah.

Commissioner Jacobs: Well, and I was looking at some of the aerial photos of the site, and there is a lot of area that we can draw from for this material, so I can see that there should be plenty of material there.

Ontario City Mayor Deborah Folden joined the meeting.

Brad Baird: It's not a whole lot of material, but we've got lots of places

Commissioner Jacobs: And I've actually been out on the site as well and walked around a lot

Brad Baird: Good. The site actually looks pretty good right now. Anyway, hopefully that answers your questions and we can get going on it.

Judge Joyce: Next steps?

Commissioner Jacobs moved to approve First Addendum to Agreement for Funding between Malheur County and Malheur County Development Corporation Recorded with the Malheur County Clerk as Instrument Number [2022-4094](#). Commissioner Mendiola seconded and the motion passed unanimously. See instrument # [2023-618](#)

Vale City Mayor Tom Vialpando joined the meeting.

CROSSING PERMIT

Commissioner Mendiola moved to approve Crossing Permit #11-23 to Idaho Power Company for replacement of a pole and transformer on Ivy Road #918. Commissioner Jacobs seconded and the motion passed unanimously. The original permit will be kept on file at the Road Department.

COURT MINUTES

Commissioner Jacobs moved to approve Court Minutes of March 1, 2023 as written. Commissioner Mendiola seconded and the motion passed unanimously.

OWYHEE IRRIGATION DISTRICT

Commissioner Jacobs moved to approve signing of a letter of support for funding assistance for Owyhee Irrigation District (OID) to upgrade efficiencies at their two Snake River pumping facilities, nunc pro tunc to March 1, 2023. Commissioner Mendiola seconded and the motion passed unanimously. See instrument # [2023-617](#)

CONTRACT - NEY

Commissioner Mendiola moved to approve Fifth Agreement for Temporary Environmental Health Specialist Services - Restaurant Inspections with Melissa Ney. Commissioner Jacobs seconded and the motion passed unanimously. Ms. Ney will perform inspections in Baker and Malheur Counties; the agreement expires June 30, 2023. See instrument # [2023-611](#)

CHECK REGISTER

Commissioner Jacobs moved to approve Accounts Payable Register for February 2023. Commissioner Mendiola seconded and the motion passed unanimously.

SUPPLEMENTAL BUDGET

Commissioner Jacobs moved to approve Supplemental Budget Resolution R23-07: In the Matter of Fiscal Year 2022/2023 Supplemental Budget by Resolution Under Local Budget Law ORS 294.471. Commissioner Mendiola seconded and the motion passed unanimously. The purpose of the supplemental budget is to allocate additional Secretary of State funds (\$5,000) in the County Clerk budget that were not anticipated when the adopted budget was prepared - the funds are to be used for election equipment; and to allocate VOTE FEMA (Vaccine Operations Team Equity Federal Emergency Management Agency) reimbursement funds (\$302,193) from the Oregon Health Authority in the Health Department budget that were not anticipated when the adopted budget was prepared - these funds will be put into County General Fund Contingency. Commissioner Mendiola seconded and the motion passed unanimously. See instrument # [2023-616](#)

ECONOMIC DEVELOPMENT DIRECTOR

The Court acknowledged they had reviewed the job description for the vacant Economic Development Department Director and had no changes and requested the vacancy notice be advertised.

BUDGET COMMITTEE

The Court is still seeking a member for the County budget committee.

HOUSING PRODUCTION ADVISORY COUNCIL

Governor Kotek recently announced her appointments to the Housing Production Advisory Council (HPAC); Riley Hill was appointed to serve on the Council. The Court expressed appreciation for Mr. Hill's service on this Council.

COVID LEAVE POLICY

Commissioner Jacobs moved to end the Temporary Malheur County COVID-19 Paid Leave Policy March 31, 2023. Commissioner Mendiola seconded and the motion passed unanimously.

DECLARING STATE OF EMERGENCY - HOMELESSNESS

Lieutenant Rich Harriman met with the Court. Lt. Harriman read Resolution R23-08: In the Matter of Declaring a State of Emergency within Malheur County. Malheur County is in a state of emergency from an ever-increasing Homelessness epidemic, resulting in increased hazards to the homeless population from exposure to severe climate, theft, violence and exploitation, illness from unsanitary living conditions and mental health impacts. The general population potentially suffers from trespassing, increased waste and refuse accumulation, occupations of parks and public areas by the homeless and increased prowling and theft complaints. On January 10, 2023 Governor Kotek issued a State of Emergency for specific areas/counties for homelessness; other counties may be included by self-declaration provided they meet the following criteria: The unsheltered population in 2022 must be greater than 30 households; and the community has declared a local state of emergency related to homelessness; and, at least one of the following is true: unsheltered homelessness increased by 50% or more between 2017-2022, or, the rate of unsheltered homelessness in 2022 was 80% or greater. A local Point in Time (PIT) team recently audited Malheur County's homelessness situation and determined that Malheur County experienced a 12% increase of unsheltered homelessness between 2017-2022 and 83% of our homeless population is considered unsheltered. Commissioner Jacobs moved to approve the Resolution declaring a state of Emergency for Homelessness. See instrument # [2023-612](#) for the complete resolution.

Lt. Harriman answered questions from the Court members. It is unknown at this time what resources might be available if the Governor includes the County in the State Emergency Declaration (Executive Order 23-02).

Mayor Vialpando explained that HB 3115 (2021) becomes operative July 1, 2023; it is designed to ensure cities around the state are aligned with recent Federal rulings and encouraged a coordinated effort between the Cities and the County.

Mr. Cummings expressed support for the emergency declaration. Ontario has started its camping ordinance for TPM's (time, place and manner) - the Ad Hoc Committee's first meeting is this week and will review the draft ordinance.

Commissioner Jacobs noted the importance of having the Cities and County on the same page and making the State aware that homelessness is an issue in Eastern Oregon.

Lt. Harriman explained his position is funded by a grant and FEMA doesn't necessarily recognize homelessness as an emergency and as such wouldn't chair a local committee but would make himself available to the committee; Mayor Vialpando recommended that local community partners be included in such a committee (such as Lifeways and Community in Action).

Ms. DuBois left the meeting.

TEKNIAM - PRODUCT PRESENTATION

Kevin Griffith and Andrew Heaton from Tekniam (www.tekniam.com) met with the Court and provided information on their company's wireless solutions for remote areas. Tekniam offers a product that weighs about five pounds and takes about 10 watts and can connect to both cellular and Wi-Fi bands; it has three omnidirectional antennas and has backhaul jacks. Two different applications are available - law enforcement and rural broadband. Tekniam does not compete with local internet service providers; Tekniam sells equipment that extends a local providers service area. (Tekniam does have a couple of partners that can provide service if that is a need). Tekniam can also assist with grant writing efforts.

CAPITAL FUNDING REQUEST

County Counsel Stephanie Williams reviewed the 2023-25 Capital Funding Request project information form for the Treasure Valley Reload Center; the County is requesting \$8,580,000 from the legislature. The project continues to experience inflation costs and had a substantial overrun in rock to fill the wetlands. Commissioner Jacobs move to submit the 2023-25 Capital Funding Request. Commissioner Mendiola seconded and the motion passed unanimously. A cover letter will be drafted for Judge Joyce's signature to submit with the form. See instrument # [2023-631](#) for the cover letter and Request form.

PUBLIC COMMENTS

Mike Walker commented he thought the Court was doing the right thing in asking the legislature for approximately \$8.6 million and keeping in compliance with the lease agreement between MCDL and Americold and giving the reload facility every possible chance to succeed.

COURT ADJOURNMENT

Judge Joyce adjourned the meeting.

MALHEUR COUNTY COURT MINUTES

March 15, 2023

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 Ron Jacobs and Commissioner Jim Mendiola present. Staff present was Administrative Officer Lorinda DuBois. Members of the media, public and staff had the opportunity to join the meeting electronically or in-person. 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 #[2023-684](#)

IS DEPARTMENT

Information Services (IS) Director Joshua Kreger met with the Court and explained about rewiring projects for the server room at the Health Department and Courthouse; both server rooms will be relocated. Bids for both projects were solicited from several companies; Enhanced Telecommunications was the only company that provided bids. The County's ARPA funds will be used to complete both projects. Commissioner Mendiola moved to proceed with the projects as bid by Enhanced Telecommunications and use ARPA funding for the projects. Commissioner Jacobs seconded and the motion passed unanimously.

SHERIFF'S OFFICE

The Court discussed a request to replace the engine in the Sheriff's Office boat; the boat was donated by Idaho Power and is owned by the County so ARPA funding can be used. Commissioner Jacobs moved to authorize the use of ARPA funds to replace the engine. Commissioner Mendiola seconded and the motion passed unanimously.

ARPA AND LATCF FUNDING

Commissioner Jacobs moved that there be a moratorium on the use of ARPA and LATCF funds (for new projects) as there are several current projects that need to be completed; Ms. DuBois is currently working on the 2023-2024 budget; and an application process with defined criteria has not yet been developed for entities outside the County to apply through. Commissioner Mendiola seconded and the motion passed unanimously.

COUNTY LAND SALE

Tax/Treasurer Office Management Assistant Angie Micheli met with the Court and presented the list of properties for the 2023 County Land Sale. Commissioner Jacobs moved to approve Order GO-04-23: Order for the Sale of County Properties. Commissioner Mendiola seconded and the motion passed unanimously. The County Land Sale will be held April 25, 2023. See instrument # [2023-692](#)

CROSSING PERMITS

Commissioner Jacobs moved to approve Crossing Permit #12-23 to Idaho Power Company for work on 5th Avenue E #579; Permit #13-23 to Oregon Idaho Utilities for work on Big Bend Road #1104; and Permit #14-23 to Idaho Power Company for work on Hyline Road #911. Commissioner Mendiola 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 March 8, 2023 as written. Commissioner Mendiola seconded and the motion passed unanimously.

IGA #1447 - AMENDMENT

Commissioner Jacobs moved to approve Amendment #9 to Intergovernmental Agreement #1447 between Oregon Department of Corrections and Malheur County Health Department. Commissioner Mendiola seconded and the motion passed unanimously. The maximum, not-to-exceed compensation payable to the County under the agreement is increased. See instrument #[2023-705](#)

FUNDING RELATIONSHIP WITH MCDC

County Counsel Stephanie Williams discussed with the Court the County's financial relations with Malheur County Development Corporation (MCDC). The current funding agreement with MCDC expires June 2023 and was to pay for the duties of the Treasure Valley Reload Center (TVRC) project manager (Greg Smith); included \$55,000 for special services and supplies; payment of bank fees and interest on the line of credit; and an addendum for \$2 million for Track C. MCDC wants to contract with Shawna Peterson for executive director services and the current funding agreement doesn't fit the description of services proposed by Ms. Peterson. An amendment could be done for now through June 2023; another agreement would need to be drafted for the upcoming fiscal year; or an agreement could be drafted for a shorter period of time - such as through December 2023. The revocable license for office space at the Goodfellow building also needs terminated; that space will be needed for the County Economic Development Director. (MCDC Chair Grant Kitamura is agreeable to terminating the office space agreement.) Ms. Peterson's proposal is for 70 hours a month at a rate of \$8725 per month (additional legal services would be \$250 per hour) and includes services such as stakeholder engagement, public information officer, advocacy, board logistics, and point of contact for MCDC. Ms. Peterson also suggested engagement of a consultant for project and fiscal management. MCDC wants to utilize the services of Ms. Peterson immediately and would like the Court to authorize funding for at least 30 days while a new funding agreement is negotiated. MCDC may also want to change their bylaws and articles of incorporation to add an executive director position and maybe change the duties of officer to the board. Additionally, the line of credit expires May 2023; MCDC would like to extend it to at least December 2023. Extending the line of credit would require the County to pay off the interest and the bank fee to extend it. Commissioner Jacobs moved to authorize funding to MCDC for Ms. Peterson's services for the next 30 days and take the other matters under advisement. After discussion, Commissioner Mendiola seconded and the motion passed

unanimously.

PIONEER PLACE

Pioneer Nursing Home Health District (aka - Pioneer Place) CEO Corey Crismon, and staff members Lexi Browning and Chelsey Ross met with the Court. Pioneer Place is requesting \$100,000 to help fund four projects that will impact operations of its facility: Secondary fuel source for generator (\$7,500); New call light system and pendants (\$30,000); Plumbing to replace original cast iron pipes from Room 103 to the street (\$48,000); and Update dietary (kitchen) plumbing (\$50,000). Pioneer Place has found a grant writer and is pursuing the Scott Fairley Memorial grant through Eastern Oregon Border Board for \$25,000. Ms. DuBois explained that the County is evaluating its infrastructure needs; when the County is ready to take funding requests it will be through a defined application process - this process has not been determined yet. See instrument # [2023-685](#) for the written request.

COURT ADJOURNMENT

Judge Joyce adjourned the meeting.



PUBLIC WORKS COMMITTEE MEETING MINUTES

Tuesday, February 21, 2023, 3:00 p.m. MT

The scheduled meeting of the Public Works was called to order by Vice-Chairman Scott Wilson at approximately 3:05 p.m. on Tuesday, February 21, 2023, in the Council Chambers of City Hall. Committee members present in person or attended via Teams were Scott Wilson, Pat Woodcock, Jackson Fox, and Al Christiani; Galeener was excused.

Others present in person or via Teams were Casey Mordhorst, Paul Woods, Al Haun, Suzanne Mulvany, Dustin Mosher, Neil DeJonge, Jay Hysell, Dan Cummings, and Kari Ott.

WELCOME

Welcome to our newest Public Works Committee Member: **Al Christiani, Contractor.**

AGENDA

The press was notified; this Agenda was posted on February 14, 2023. Copies of the agenda and minutes are available at the Public Works Headquarters and on the city's website at www.ontariooregon.org.

MOTION PASSED UNANIMOUSLY TO ADOPT THE AGENDA AS PRESENTED.

PUBLIC COMMENTS

NONE

ADOPTION OF MINUTES – AUGUST 16, 2022

RESOLUTION, ACTION &/OR MOTION:

THE MOTION WAS MADE BY MR. WOODCOCK, SECONDED BY MR. CHRISTIANI TO ADOPT THE MINUTES OF THE PREVIOUS MEETING, AUGUST 16, 2022: MOTION PASSED UNANIMOUSLY.

NEW BUSINESS

ELECTION OF OFFICERS

RESOLUTION, ACTION &/OR MOTION:

- Mr. Fox nominated **Mr. Wilson for Public Works Committee Chairman**; Mr. Christiani seconded the motion. **Motion passed unanimously** (Galeener -excused).
- Mr. Woodcock nominated **Mr. Galeener for Public Works Committee Vice-Chairman**; Mr. Christiani seconded the motion. **Motion passed unanimously** (Galeener -excused).
- Mr. Wilson nominated **Mr. Woodcock for Public Works Committee Secretary**; Mr. Christiani seconded the motion. **Motion passed unanimously** (Galeener -excused).

PRESENTATION

CAPITAL IMPROVEMENT PROJECTS (CIP'S) PLAN REVIEW FOR FY 2023-24



Public Works Commission

	FY 22-23	FY 23-24	FY 24-25	FY 25-26
Water				
Treatment Plant Upgrade & Expansion	\$ 2,298,500	\$ 1,760,000	\$ 492,500	\$ 115,000
Treatment Plant Other	\$ 110,000	\$ -	\$ -	\$ -
Wells and River Supply	\$ -	\$ 37,500	\$ 77,500	\$ 107,500
Booster Stations and Reservoirs	\$ 117,000	\$ 56,000	\$ 107,500	\$ -
Vehicles & Equipment	\$ 90,000	\$ 42,500	\$ 30,000	\$ -
Total	\$ 2,615,500	\$ 1,896,000	\$ 707,500	\$ 222,500
Wastewater				
Treatment System	\$ 170,000	\$ 905,000	\$ 20,000	\$ 150,000
Farm Systems	\$ 30,000	\$ 133,000	\$ 533,000	\$ 82,000
NPDES Regulatory Requirements	\$ 700,000	\$ 800,000	\$ 500,000	\$ 500,000
Lift Stations	\$ 100,000	\$ 85,000	\$ 35,000	\$ 40,000
Vehicles and Equipment	\$ 52,500	\$ -	\$ -	\$ -
Total	\$ 1,052,500	\$ 1,923,000	\$ 1,088,000	\$ 772,000
Utility Capitalization Fund				
Economic Development	\$ 1,500,000	\$ -	\$ -	\$ -
Water Lines	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Lead and Copper Rule Compliance with Federal Law		\$ 500,000		
Sewer Lines	\$ -	\$ 100,000	\$ 100,000	\$ 100,000
Total	\$ 1,775,000	\$ 775,000	\$ 775,000	\$ 275,000
Streets				
Economic Development	\$ 1,875,000	\$ 600,000	\$ 1,500,000	\$ -
Traffic Control	\$ 35,000	\$ 1,546,000	\$ 35,000	\$ 1,535,000
Pavement Rehabilitation	\$ 40,000	\$ 210,000	\$ 210,000	\$ 210,000
Sidewalks & Schools	\$ 50,000	\$ 550,000	\$ 50,000	\$ 50,000
Maintenance, Buildings and Grounds	\$ 25,000	\$ 50,000	\$ -	\$ 50,000
Vehicles & Equipment	\$ -	\$ 223,000	\$ 185,000	\$ 40,000
Total	\$ 2,025,000	\$ 3,179,000	\$ 2,180,000	\$ 1,885,000
Off-System and Sewer Improvement				
Water	\$ 84,500	\$ 15,000	\$ 15,000	\$ 15,000
Sewer	\$ 15,000	\$ -	\$ -	\$ 47,000
Total	\$ 99,500	\$ 15,000	\$ 15,000	\$ 62,000
Stormwater				
Master Plan Implementation	\$ 300,000	\$ -	\$ -	\$ -
Catch Basin Repair & Replacement	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Total	\$ 350,000	\$ 50,000	\$ 50,000	\$ 50,000
Facilities				
City Hall	\$ -	\$ 235,000	\$ -	\$ -
Golf Course Club House	\$ -	\$ -	\$ -	\$ -
Community Development		\$ -	\$ -	\$ -
Fire Station #2		\$ -	\$ -	\$ -
Total	\$ -	\$ 235,000.00	\$ -	\$ -

Water Fund Summary Sheet

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
Water					
Treatment Plant Upgrade & Expansion	\$ 2,298,500	\$ 1,760,000	\$ 492,500	\$ 115,000	\$ 167,500
Treatment Plant Other	\$ 110,000	\$ -	\$ -	\$ -	\$ -
Wells and River Supply	\$ -	\$ 37,500	\$ 77,500	\$ 107,500	\$ 335,000
Booster Stations and Reservoirs	\$ 117,000	\$ 56,000	\$ 107,500	\$ -	\$ -
Vehicles & Equipment	\$ 90,000	\$ 42,500	\$ 30,000	\$ -	\$ 2,500
Total	\$ 2,615,500	\$ 1,896,000	\$ 707,500	\$ 222,500	\$ 505,000

OPERATED BY SRCI

CANYON BOOSTER PUMP STATION

DENCH RES. 5

DISTRIBUTION SYSTEM

WESTSIDE BOOSTER PUMP STATION

EASTSIDE BOOSTER PUMP STATION

CLEANWELLS

WATER TREATMENT PLANTS (OLD AND NEW)

RW P. 1

RW P. 2

RW P. AUX

SW #5

SW #4

SW #14

SW #15

SW #16

SW #17

ABBREVIATIONS

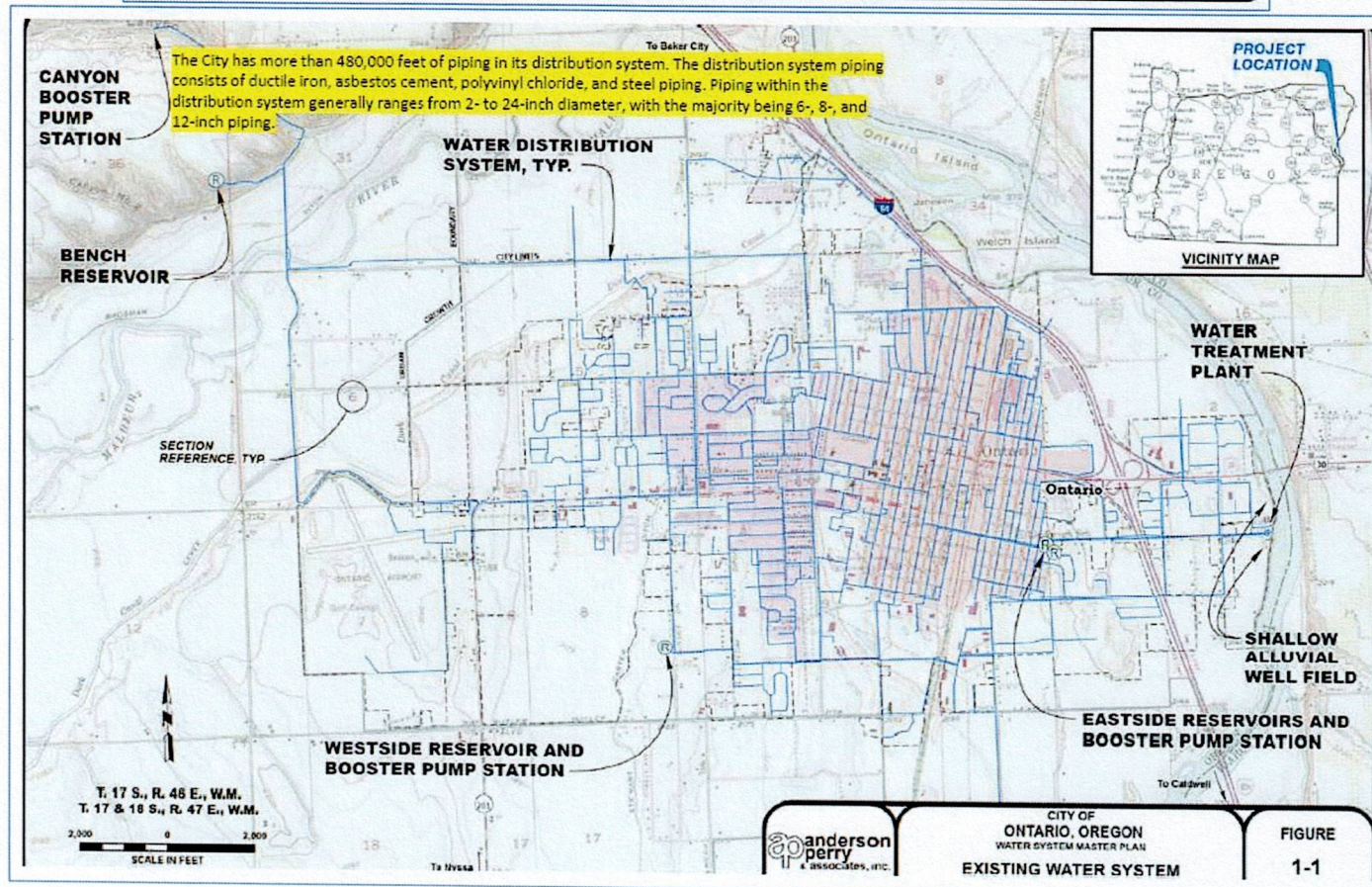
SW	SHALLOW WELL
RW	RAW WATER
FW	FINISH WATER
P	PUMP
BP	BOOSTER PUMP
AUX	AUXILIARY
RES	RESERVOIR
SRCI	SNAKE RIVER CORRECTIONAL INSTITUTION

CITY OF ONTARIO, OREGON

WATER SYSTEM MASTER PLAN

WATER SYSTEM OPERATIONAL OVERVIEW

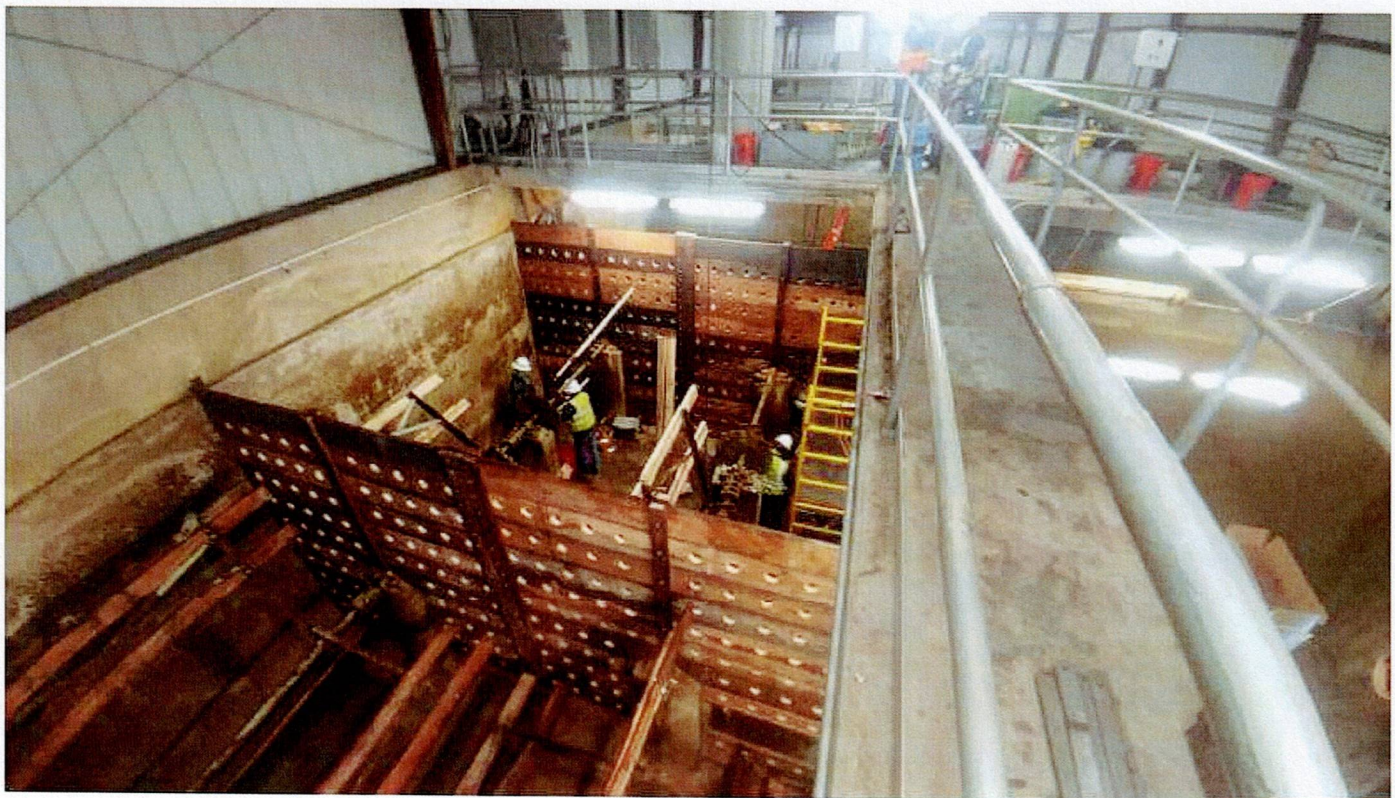
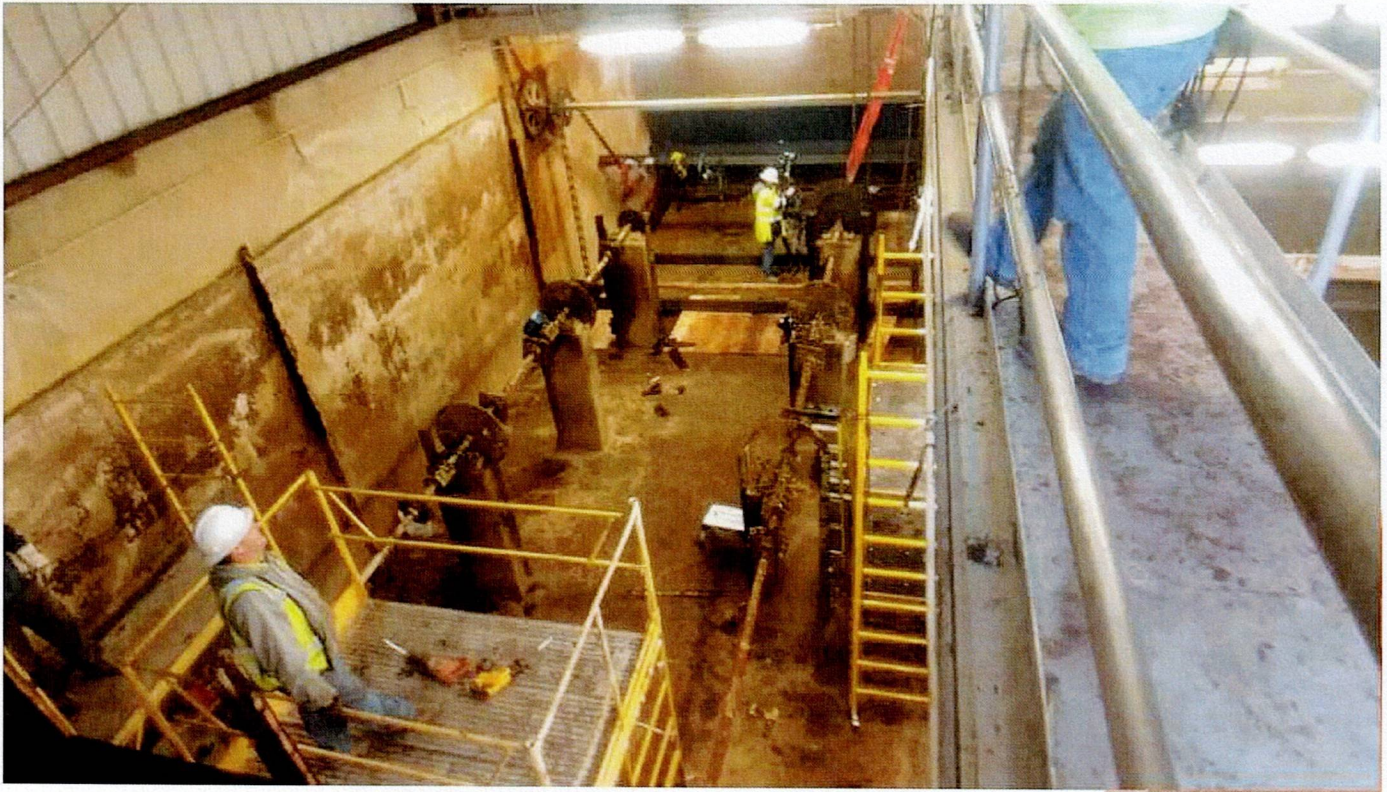
FIGURE 1-2



Water Production & Distribution Characteristics

- Total Approved Water Rights – 21.6 MGD
- Current Peak Delivery Capacity - 11 MGD
- Current Peak Demand - 9.2 MGD
- Kraft Heinz – 2 MGD
- SRCI – 0.5 MGD

Water	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
Water Treatment Plant					
WesTech System Expansion	\$ 1,925,000	\$ -			
Floc Mechanism	\$ 121,000	\$ 1,500,000			
Chemical Storage Facility	\$ -				
Chlorine Generator			\$ 400,000		
MicroChlor		\$ 45,000			
Chlorine water conditioning		\$ 70,000			
Chlorine Pumps (6)	\$ 10,000	\$ 50,000			
Pump 1 - 250hp	\$ 20,000				
Check valve	\$ 7,500				
Pump 2 - 150hp		\$ 20,000			
Check valve		\$ 7,500			
Pump 3 - 100hp			\$ -		
Check valve			\$ -		
Pump 4 - 250 hp				\$ 20,000	
Check valve				\$ 7,500	
Decant Pump			\$ 15,000		
Motor Control Room Renovation					
Automatic Backwash System					
WesTech Filter Media Replacement - Old Plant	100,000				
WesTech Filter Media Replacement - New Plant					100,000
Small Pump Replacements	\$ 15,000	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
Small Valve Repair and Replacement		\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Control Room Upgrade				\$ 70,000	
Building and Grounds			\$ 10,000		
SCADA Telemetry	\$ 100,000	\$ 50,000			
Backwash Solids Removal and Disposal		\$ -	\$ 50,000		\$ 50,000
Subtotal	\$ 2,298,500	\$ 1,760,000	\$ 492,500	\$ 115,000	\$ 167,500
Water Master Plan Capacity Expansion					
Clearwell Improvements with Booster Pumps		\$ 3,000,000			
3 MG Reservoir		\$ 1,500,000			
New Distribution Booster Pump Station		\$ 500,000			
Wellfield Improvements		\$ 250,000			
SCADA Integration		\$ 500,000			
River Intake Improvements		\$ 1,800,000			
Engineering Design & Bid Specifications		\$ 750,000		\$ -	
Engineering Services During Construction		\$ 750,000			
Chemical Storage Facility		\$ 500,000			
Grant Totals		\$ 9,550,000			



Water	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
Wells and River Supply Systems					
Well 14					
Well screen cleaning				\$ 30,000	
Pump Repair or Replacement					
Meter Repair or Replacement					
Valve Repair or Replacement					
Well 15					
Well screen cleaning				\$ 30,000	
Pump Repair or Replacement				\$ 7,500	
Meter Repair or Replacement					
Valve Repair or Replacement					
Well 16			\$ 30,000		
Well screen cleaning			\$ 7,500		
Pump Repair or Replacement					
Meter Repair or Replacement					
Valve Repair or Replacement					
Well 4					
Well screen cleaning			\$ 30,000		
Pump Repair or Replacement			\$ 10,000		
Meter Repair or Replacement					
Valve Repair or Replacement					
Well 6					
Well screen cleaning				\$ 30,000	
Pump Repair or Replacement				\$ 10,000	
Meter Repair or Replacement					
Valve Repair or Replacement					
Well 17					
Well screen cleaning		\$ 30,000			
Pump Repair or Replacement		\$ 7,500			
Meter Repair or Replacement					
Valve Repair or Replacement					
Subtotal	\$ -	\$ 37,500	\$ 77,500	\$ 107,500	\$ 335,000
Booster Stations					
Westside Booster Station					
Reservoir - Regulatory Inspection and Cleaning			\$ 7,500		
Pump 1 - 200hp			\$ 17,000		
VFD			\$ 18,000		
Pump 2 - 200hp	\$ 17,000				
VFD	\$ 18,000				
Pump 3 - 200hp		\$ 17,000			
Soft Start		\$ 5,000			
Emergency Pump 4 -					
Flow meter - 20 inch			\$ 15,000		
Valve Repair or Replacement					
Building					
Electrical Panels					
SCADA		\$ 12,000			
Eastside Booster Station					
Reservoir - Regulatory Inspection and Cleaning			\$ 7,500		
Pump 1 - 100hp	\$ 17,000				
Soft Start	\$ 5,000				
Pump 2 - 100hp		\$ 17,000			
Soft Start		\$ 5,000			
Pump 3 - 150hp			\$ 17,000		
VFD			\$ 18,000		
Pump 4 emergency backup and diesel motor					
Flow Meter	\$ 60,000				
Valve Repair or Replacement					
Building					
Electrical Panels					
SCADA					
New Reservoir			\$ -	\$ -	
Bench					
Reservoir - Regulatory Inspection and Cleaning			\$ 7,500		
chlorine Pump					
Valve Repair or Replacement					
Building					
Electrical Panel					
SCADA					
Subtotal	\$ 117,000	\$ 56,000	\$ 107,500	\$ -	\$ -

Water	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
Regulatory Compliance					
Water Conservation Master Plan	\$ 50,000				
Water Right Metering and Reporting	\$ 50,000				
Misc. Compliance	\$ 10,000				
Subtotal	\$ 110,000	\$ -	\$ -	\$ -	\$ -
Vehicles and Equipment					
Pole Barn for vehicle storage	\$ 50,000				
GIS Unit		\$ 2,500			\$ 2,500
Pick Up Truck			\$ 30,000		
#355 2002 F-450 flat bed	\$ 40,000				
#1310 2020 F-150					
#1314 2019 John Deer Backhoe					
#313 2002 Dodge Ram 1 ton Dump box		\$ 40,000			
#1494 2018 Ford F-150 pickup WTP					
#1317 2018 Ford F-150 pickup WTP					
Subtotal	\$ 90,000	\$ 42,500	\$ 30,000	\$ -	\$ 2,500

WasteWater Fund Summary Sheet

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
Wastewater					
Treatment System	\$ 170,000	\$ 905,000	\$ 20,000	\$ 150,000	\$ 1,125,000
Farm Systems	\$ 30,000	\$ 133,000	\$ 533,000	\$ 82,000	\$ 240,000
NPDES Regulatory Requirements	\$ 700,000	\$ 800,000	\$ 500,000	\$ 500,000	\$ 500,000
Lift Stations	\$ 100,000	\$ 85,000	\$ 35,000	\$ 40,000	\$ 15,000
Vehicles and Equipment	\$ 52,500	\$ -	\$ -	\$ -	\$ 32,500
Total	\$ 1,052,500	\$ 1,923,000	\$ 1,088,000	\$ 772,000	\$ 1,912,500

Treatment System Details

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
Wastewater Treatment					
Headworks					
Bar Screen Replacement		\$ 300,000			
New Conveyor	\$50,000				
Septage station rehab/ Decommission				\$ 150,000	
New Roof and Paint					
Dump Pit Retrofit		\$ 70,000			
Headworks Building					\$ 100,000
Aerated Lagoon Treatment System					
New Solar Aerators in secondary Cells		\$ 175,000			
New road rock and rip wrap		\$ 250,000			
Biosolids Management					\$ 1,000,000
pH Adjustment System			\$ 10,000		
So2 Monitor		\$ 10,000			
Disinfection and Dechlorination System	\$ 10,000	\$ 100,000			
Laboratory					\$ 25,000
Office Building New Roof/ Repair	15,000				
Office Building New Floor and paint			\$10,000		
Shop Building New Roof/ Repair	\$30,000				
Shop Building Lean to cover (westside)	\$15,000				
PLC's					
SCADA Telemetry	\$ 50,000				
Security System					
Subtotal	\$ 170,000	\$ 905,000	\$ 20,000	\$ 150,000	\$ 1,125,000

Utility Capitalization Summary Sheet

	Project Budget	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
Utility Capitalization Fund							
Economic Development	\$ 1,880,000	\$ 380,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -
Water Lines	\$ 500,000	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Sewer Lines	\$ 450,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
Total	\$ 2,830,000	\$ 455,000	\$ 1,675,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000

Street Fund Detail

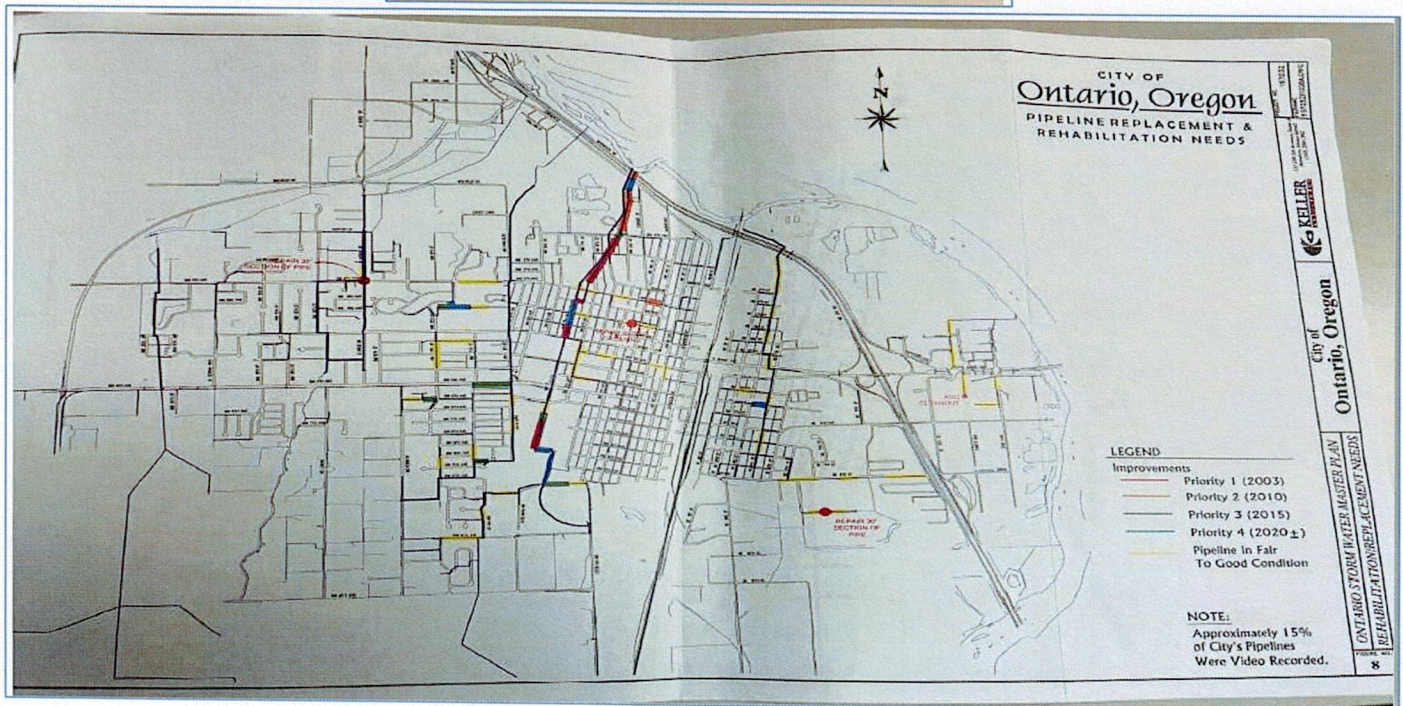
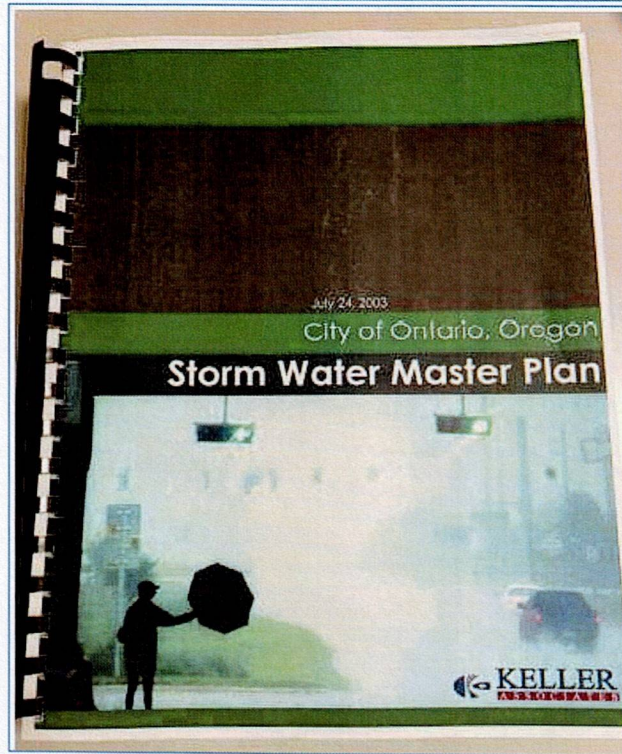
Streets							
Economic Development	\$ 1,875,000	\$ 600,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -
Traffic Control	\$ 35,000	\$ 1,546,000	\$ 35,000	\$ 1,535,000	\$ -	\$ -	\$ -
Pavement Rehabilitation	\$ 40,000	\$ 210,000	\$ 210,000	\$ 210,000	\$ -	\$ -	\$ -
Sidewalks & Schools	\$ 50,000	\$ 550,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Maintenance, Buildings and Grounds	\$ 25,000	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ -	\$ -
Vehicles & Equipment	\$ -	\$ 223,000	\$ 385,000	\$ 40,000	\$ 430,000	\$ 430,000	\$ 430,000
Total	\$ 2,025,000	\$ 3,179,000	\$ 2,180,000	\$ 1,885,000	\$ 480,000	\$ 480,000	\$ 480,000

SRCI Water and Sewer Agreement Summary Sheet

SRCI Infrastructure and Maintenance	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
Water					
12" PVC Water Line					
<u>Canyon Booster Station</u>					
Reservoir					
Pump 1		\$ 15,000			
Pump 2			\$ 15,000		
Pump 3	\$ 15,000			\$ 15,000	
Valve Repair or Replacement	\$ 7,500				
Building					
Generator	\$ 50,000				
Electrical Panels and Switchgear					
SCADA	\$ 12,000				
Total	\$ 84,500	\$ 15,000	\$ 15,000	\$ 15,000	\$ -
Wastewater					
Manhole Frame and Cover Repair				\$ 37,000	
Re-Line Hanholes					
15" Gravity Sewer					
6" PVC Forcemain					
10" PVC Forcemain					
Lift Station Maintenance	\$ 10,000				
Headworks	\$ 5,000			\$ 10,000	
<u>Lower Lift Station Siphon</u>					
Engineering Design and Bidding					
Engineering Services During Construction					
Construction					
Total	\$ 15,000	\$ -	\$ -	\$ 47,000	\$ -
Total	\$ 99,500	\$ 15,000	\$ 15,000	\$ 62,000	\$ -

Storm Water Fund Summary Sheet

	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
Stormwater					
Master Plan Implementation	\$ 300,000	\$ -	\$ -	\$ -	\$ -
Catch Basin Repair & Replacement	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Total	\$ 350,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000



City of Ontario Storm Water Master Plan

8.0 – SUMMARY OF COSTS AND RATE IMPACTS

8.1 SUMMARY OF COSTS AND RATE IMPACTS

8.1.1 Estimate of Most Probable Cost

Table 1.1 summarizes the improvements and their associated costs. A more detailed estimate of most probable cost is presented in Appendix F.

TABLE 8.1
ESTIMATE OF MOST PROBABLE COST

Priority I Improvements (2003)		Project Cost*
Double Trunk Line and Park Blvd Basin:	Downtown Improvement-Alternative A	\$1,456,200
Double Trunk Line Basin:	TVCC Sedimentation Basin/Structure	\$25,000
	Repair Sanitary Sewer Pipe Crossing on NW 2 nd Ave	\$4,000
	Repair area around Pennington Drive	\$15,000
HFF Basin:	Correct reverse grade on SE 4 th St. between SE 4 th Ave and SE 5 th Avenue	\$14,000
Verde Street Basin:	Replace 30" Collapsing Pipe Section at Verde and NW 4 th Avenue	\$3,040
Kmart Basin:	Add Cleanout south of ODOT office on SE Kendall Road	\$2,000
	Upsize 15-inch along East Ln and north of Kmart/Ernst Parking	\$67,350
Miscellaneous Basins:	Replace 30-ft section of concrete pipe on SE 11 th Avenue	\$4,375
	Miscellaneous Smaller Sedimentation Basins/Structures	\$20,000
	Kendall Pit 18-inch Pipeline from SE 9 th Ave to SE 5 th Ave	\$53,475
TOTAL PRIORITY I		\$1,664,440
Priority II Improvements (2010)		
Double Trunk Line and Park Blvd Basin:	Downtown Improvement-Alternative A	\$101,770
Double Trunk Line Basin:	Replace 15-inch on NW 4 th Ave. between NW 2 nd St. and NW 3 rd St.	\$13,180
TOTAL PRIORITY II		\$114,950
Priority III Improvements (2015)		
Double Trunk Line Basin:	Replace 21-inch along SW 11 th Ave north of TVCC ballparks	\$22,050
Park Blvd Basin:	Replace 24-inch along SW 4 th Ave west of Park Blvd.	\$37,580
	Replace 8-inch with 12-inch south of Sears Dr.	\$6,900
	Replace 12-inch along SW 5 th Ave west of SW 12 th St.	\$8,770
TOTAL PRIORITY III		\$75,300
TOTAL PROJECT COST		\$1,854,690

*Project Cost includes engineering and contingencies

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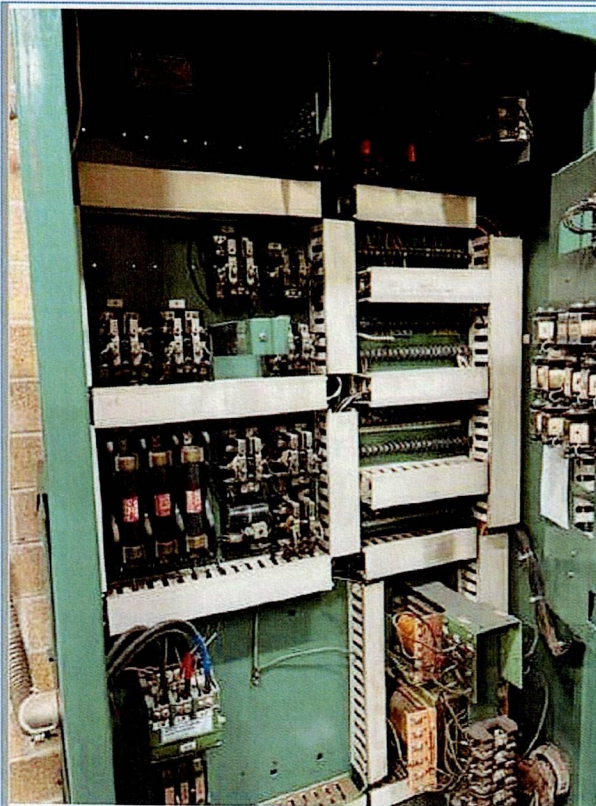
Buildings and Facilities Fund Sheet

Project	FY 22-23	FY 23-24	FY 24-25	FY 25-26
Facilities Maintenance				
City Hall				
Elevator		\$115,000.00		
HVAC System		\$120,000.00		
Roofing				
Subtotal	\$ -	\$235,000.00	\$ -	\$ -
Golf Course Club House				
Roofing				
HVAC System				
Subtotal	\$ -	\$ -	\$ -	\$ -
Community Development				
Roofing				
HVAC System				
Subtotal	\$ -	\$ -	\$ -	\$ -
Fire Station #2				
Roofing				\$ -
Boiler/HVAC System				\$ -
Subtotal	\$ -	\$ -	\$ -	\$ -
Total		\$ 235,000	\$ -	\$ -

City Facilities such as City Hall, Community Development Building, Fire Station #2 and Golf Course Club House have not historically requested capital expenditures. This year's request is to address needs of the HVAC System and Elevator at City Hall for approximately \$235,000.



HVAC system in City has these air handling units in each room, the motors are worn out and they no longer make the motors so the whole unit has to be replaced



The electrical relays in the elevator unit last approximately one year and have now been discontinued. The elevator manufacturer, Thyssenkrupp recommends replacement upgrade to avoid elevator shut down.

RESOLUTION, ACTION &/OR MOTION:

THE MOTION WAS MADE BY MR. WOODCOCK, SECONDED BY MR. CHRISTIANI THAT THE PUBLIC WORKS COMMITTEE RECOMMEND THE CITY OF ONTARIO'S BUDGET COMMITTEE ADOPT THE CAPITAL IMPROVEMENT PROJECT PLAN AS PRESENTED: SCOTT WILSON – YES; PAT WOODCOCK – YES; JACKSON FOX – YES; AL CHRISTIANI – YES; MOTION PASSED 4-0-1 (GALEENER-EXCUSED).

DISCUSSION ITEMS

PIW – For the year staff would like to lay out our ideas for items to bring forward for your input. For instance, on the Water system if there is interest we'd be happy to devote more time to this Lead and Copper issue, lay it out and describe it. Describe where we are with implementation of the Water Master Plan and where we are with the SRO funds; we could devote a whole meeting just to the Water System. On the Wastewater side we are developing the Wastewater Facility Plan; that's a 20-year look at how we are going to provide wastewater services to the community, and that will need to be adopted by "you". So, we would like to have a meeting maybe where we introduce it, and another meeting when we come back and approve it.

In addition to that, by the beginning of June we need to re-apply for our Wastewater Discharge Permit. We would like to present to you in May some of the arguments we're gonna make and see if you support that as part of the application. We have the SE 5th Ave Pedestrian improvements; we'd like to show you those design plans prior to them being finalized. The Safe Routes to School sidewalk program we'd like to share. So, those are just some ideas from staff of things we'd like to share if you have interest.

SW – I'm okay with you sending those to everybody on the committee and then we can just via email get back and help decide which ones are important to put on the agenda between meetings.

JF – Understanding that all of it needs to be brought forward to the PWC.

DC – Correct to an extent. Ordinance does state that any proposed streets developments, etc. will be presented to the Public Works Committee to keep them up to speed on what's going on. Because one of the reasons for that is if there's some special criteria that needs to be done that is technically not covered under our current Public Works Standards it definitely needs to be reviewed and approved by the Public Works Committee. And the Committee and Council can ask to have anything put on the agenda.

PIW – Also there are times that items originate at Council. For example, extending water and sewer to T200 and Navarette wasn't brought forward because the Council gave us that direction. No Parking in that NE area also originated at Council. So, those things are going to happen, and we have to respond if the Council directs us. But our intent is to bring everything that we are aware of and present it to you so we get that feedback and Council can benefit from that as well.

DC – Correct. Because sometimes the Council directs us to get things done and there is not time to bring it to the committee. So please don't get angry at staff. And we will still try to keep you informed because it is important.

(Continued discussion)

COMMENTS

SW – Because everyone has busy schedules we are not always available for meetings. In the past we used to announce at the end of each meeting that "the next meeting is "X" date, and can everyone make it?" If not, we were flexible enough to adjust it a week. That way we would have a higher probability of having a quorum; now it feels like these set dates are in stone. Do we want to go back to that kind of flexibility, or do we want to stay on a set schedule?

What is the next meeting date in March?

SM – The next PWC Meeting date is March 21, 2023.

SW – I am the President of a National Non-Profit. Our annual meeting is March 20-22, and I can't get out of that. I will be in Atlanta. So is there flexibility to change our meeting dates by a few days? Or??

DC – I'll address that to a certain extent. Yes, you can change them occasionally. Since this is a public, city committee we have to advertise the meetings. So, For all the committees we post them in the paper one time for the whole year. And there are several reasons for it: 1. For the public meeting laws because the public has a right to attend, 2. Scheduling the rooms accordingly, 3. Would be too difficult to schedule at each meeting, staff, etc. Emergencies come up and all we have to do is give a 24-hour notice so we can change it, post it on the website, etc.

So, do you have a date Scott that you are thinking since you cannot make the 21st of March?

JF – Mr. Chairman, I can accommodate any date the week before or the week after that. I value your input at these meetings so, maybe you can point out a day that works for you and ask us.

DC – Council is the week before and the week after on Tuesdays.

SW – Could we go on Thursday the week before? March 16th?

DC – The Parks Committee meets on that date; however, they don't meet until evening. So, Yes that would work if you wanted to keep it at 3:00 - 5:00 p.m.

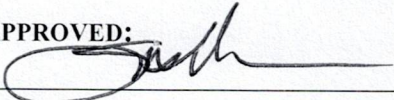
RESOLUTION, ACTION &/OR MOTION:

THE MOTION WAS MADE BY MR. CHRISTIANI, SECONDED BY MR. FOX TO MOVE THE NEXT PUBLIC WORKS COMMITTEE MEETING TO THURSDAY, MARCH 16, 2023, FROM THE ORIGINALLY SET DATE OF MARCH 21ST. MOTION PASSED UNANIMOUSLY.

ADJOURN 4:49 PM

Woodcock moved; Christiani seconded **TO ADJOURN**: Motion passed unanimously.

APPROVED:



Signature

3-16-2023
Date

(Scott Wilson, Chairman / Jake Galeener, Vice-Chairman)

**ORIGINAL****Jacobs**

**PARK'S
COMMITTEE MEETING MINUTES
Thursday February 16, 2023, 6:00 p.m. MT**

The scheduled meeting of the Park's Committee was called to order by Commissioner Lynn Johnson at approximately 6:23 p.m. on Thursday, February 16, 2023, in the Council Chambers of City Hall. Committee members present in person or attended via Zoom were Lynn Johnson, Efren Garza, Michael Partin, & Deborah Folden; Andrew Maeda, Michael Miller, and Mike Pratt were excused.

Others present in person were, Ex-Officio City Manager/Ex-Officio Economic Development Director Dan Cummings, and Public Works Director, Casey Mordhorst.

Lynn Johnson led everyone in the Pledge of Allegiance.

AGENDA

This Agenda was posted on February 9, 2023; copies of the agenda and minutes are available at the Public Works Headquarters and on the city's website at www.ontariooregon.org.

MOTION PASSED UNANIMOUSLY TO ADOPT THE AGENDA AS PRESENTED

PUBLIC COMMENT

NONE

APPROVAL OF MINUTES

January 19, 2023

RESOLUTION, ACTION &/OR MOTION

**THE MOTION WAS MADE BY MR. GARZA SECONDED BY MRS. FOLDEN TO ADOPT THE
JANUARY 19, 2023, MINUTES: MOTION PASSED UNANIMOUSLY**

Old Business

A) Beck Park Master Plan

Jason Oxsen and Trevor Dalton – Presentation for Disc Golf Course at Beck Kiwanis Park
Funds will be raised, Jacobs Public Works has advised where best to install Disc Golf t-signs, this decision will need to go to City Council for approval. Brief discussion continued.

RESOLUTION, ACTION &/OR MOTION

THE MOTION WAS MADE BY EFRIN GARZA SECONDED BY MICHAEL PARTIN TO APPROVE THE SUPPORT OF THE DISC GOLF COURSE AT BECK KIWANIS PARK GOING FORWARD. LYNN JOHNSON-YES, MICHAEL PARTIN-YES, EFRIN GARZA-YES, AND DEBRA FOLDEN-YES: MOTION PASSES 4-0

COMMENTS FROM COMMITTEE MEMBERS

RESOLUTION, ACTION &/OR MOTION

THE MOTION TO ADJOURN WAS MADE MY MR. GARZA AT 6:55PM; SECONDED BY MRS. FOLDEN TO ADJOURN: MOTION PASSED UNANIMOUSLY.

NEXT MEETING SCHEDULED FOR MARCH 16, 2023, AT 6:00PM.

Approved:

Signature

Date

(Lynn Johnson, Chairman /Michael Miller, Vice-Chairman)