

**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, MAY 28, 2024, 6:00 PM, MT
[Zoom Link](#)**

Pursuant to the Public Meetings Laws and Rules within the Oregon Revised Statutes, the City Council has the authority, ability, and standing to take action on any items on the Agenda, or add items to the Agenda, during the Study Session or Regular Meeting, as long as all public meeting notice requirements have been met.

1) CALL TO ORDER

Roll Call: Susann Mills _____ Sam Baker _____ Ken Hart _____ Penny Bakefelt _____ Eddie Melendrez _____
Council President John Kirby _____ Mayor Debbie Folden _____

2) PLEDGE OF ALLEGIANCE

This Agenda was posted on May 24, 2024. Copies of the Agenda are available from the City Hall Customer Service Counter and on the city's website at www.ontariooregon.org.

3) MOTION TO ADOPT THE AGENDA

4) CONSENT AGENDA

- A) Adoption of Council Meeting Minutes: May 14, 2024
- B) Housing Incentive Program: Guardian Real Estate Management and Holdings (55-2023)
- C) Housing Incentive Program: Guardian Real Estate Management and Holdings (56-2023)
- D) Housing Incentive Program: Rywest Homes, Inc (57-2024)
- E) Housing Incentive Program: David Thompson (58-2024)
- F) Housing Incentive Program: Nuno Homes, LLC (59-2024)

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

6) PRESENTATIONS

- A) Maker's Faire

7) NEW BUSINESS

- A) Resolution #2024-107: Community Risk Assessment
- B) Resolution #2024-108: GASB 54

8) PUBLIC HEARING

- A) Accept Right of Way for a Portion of North Verde Drive, NW 13th Street, NW 22nd Avenue and NW 24th Avenue, per Approved Partition Plat, Approved Under Planning Action 2021-07-27 PTN
- B) Resolution #2024-109: State Revenue Sharing
- C) Resolution #2024-110: Adopt City of Ontario 2024-2025 Annual Budget

9) DEPARTMENT HEAD UPDATES

- A) Public Work Quarterly report

10) HAND-OUTS

- A) Check Register: April 2024
- B) Minutes: County Court 05-13-2024, 05-15-2024

11) CORRESPONDENCE, COMMENTS AND EX-OFFICIO REPORTS

12) ADJOURN

The City Council may recess/adjourn to Executive Session under ORS 192.660(2) as follows: (a) Employment of Public Officers, Employees, or Agents; (b) Discipline of Public Officers, Employees, or Agents; (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.

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



CITY COUNCIL MEETING MINUTES

May 14, 2024

The scheduled meeting of the Ontario City Council was called to order by Council President John Kirby at 6:00 p.m. on Tuesday, May 14, 2024, in the Council Chambers of City Hall. Council members present were Penny Bakefelt, Susann Mills, John Kirby, and Eddie Melendrez. Deborah Folden, Ken Hart, and Sam Baker were excused.

Members of staff present were Dan Cummings, Tori Barnett, Corinna Hysell, Clint Benson, Casey Mordhorst, Al Haun, Marshall Pierce, and Michael Iwai. Kari Ott and Andy Wood participated via Teams.

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

AGENDA

This Agenda was posted May 10, 2024. Copies of the Agenda are available from the City Hall Customer Service Counter and on the city's website www.ontariooregon.org.

MELENDREZ moved, BAKEFELT seconded, **TO ADOPT THE AGENDA AS PRESENTED**. Roll call vote: Mills-yes; Baker-out; Kirby-yes; Hart-out; Bakefelt-yes; Melendrez-yes; Folden-out. Motion carried 4/0/3.

PUBLIC COMMENT

Shelby Naughton & Rose Marie Becerril, read a statement (provided to Clerk): *Dear Honorable Council Members for the City of Ontario, I, Shelby Naughton, A resident of Ontario, Oregon,- a parent of several children within our school district, am writing this letter to let you know we,(a group of concerned parents) have started a petition to gather signatures from parents and all community members that reside here in Ontario. We believe we were not given the opportunity for community engagement or parent engagement in a school district decision that would close two of our vital rural schools (Pioneer and Elementary School) and the conversion of Grade- based Schooling that will have our children transition to new schools every two years until junior high. We believe it was not taken into consideration for parents with multiple children, children with disabilities and Special Needs nor transparent to our community and parents, especially our Hispanic community. We have decided to come together as concerned parents with children in the school district with a petition to reach out to the community including our Hispanic community to bring awareness and possible change. Collecting signatures for the opportunity to oppose this decision and to present it to our School Board Committee that our community and parents feel that this decision effects our community and children with negative impact and would like the opportunity to re-address this forced change within our schools. Also with the belief, there are many other issues that need resolved that should take precedence over moving and closing our rural schools such as, our statewide testing scores, bullying, non-disclosure of public records when requested, and our trust and credibility within our community within our school district. Academic Research shows there can be a significant effect on our community such as civil life changes, disruption of relationships, economic impact, and lastly community Engagement. Closing and consolidating rural schools can drastically alter our civil life. For instance, Pioneer Elementary School here in Ontario has been here for at least over 100 years and many generations of children have attended this school which makes this school have home roots that are irreplaceable. Having a graduation walk, where you walk down the hall to see all the teachers you have had over the years congratulate you on your success and have all the students cheer for you as you walk down the hall becoming a young adult to welcoming you for your junior high experience to come. The loss of a rural school disrupts established routines and social connections and tends to have higher housing values, which*



can affect property values and overall economic stability. For example, homes out of town may be more costly due to our farming culture, some residents bought homes out of town to have their children reside within the agricultural aspect of schooling. Such as Pioneer Elementary, the neighbor has almost every farm animal you could think of and has lived there for many years occasionally explaining to students what each animal does or their noises and so much more. Making it a learning experience that you would not find in a city school setting that they would cherish for a lifetime. Closing our rural schools can negatively disrupt our students' relationships with teachers and peers, having them transition out of their neighboring schools and causing them to lose the sense of belonging. Which would severely effect children with disabilities and or special Needs who find this a difficult challenge. Also having students in school before the pandemic and during, was already a difficult challenge where right now students are learning to adapt back from not being in school for almost two years and doing everything online. Our students have already had to adapt to more than any child should ever endure within their educational experiences. Lastly engaging our community and families, especially our Hispanic community is extremely important to build a strong school-community partnership for our children's education, which is crucial in any aspect. Engaging our families and community members in our education establishes credibility and trust, which creates a school district that truly belongs to the community, rather than just being part of. Having our community engaged in educational decisions helps mediate the negative effects of school closures by fostering a sense of ownership and shared responsibility within the community. In summary, we ask that the honorable members of our City Council support our beliefs in community feedback regarding our school closures and grade-based schooling by collecting signatures to present to our School District Board members and committee so we can have a sense of community engagement including our Hispanic community members. We thank you for your time and your consideration of supporting our petition as we come together as a community and unite.

Councilor Kirby thanked them for bringing their concerns to the Council.

Councilor Melendrez read a letter from a Nyssa resident (written letter inserted as provided, no changes): *Dear Mayor and council, I have some questions and concerns about an incident that happened on Saturday May 4th. about 5PM. with Ontario police department outside The Body Shop gym. I observed a truck stuck on the curb. When I went to go help. The officers arrived on scene as the officer approached the vehicle, they threw the gentleman out of the vehicle to the floor and were restraining him after the gentleman was restrained. One of the officers continued to sit on the gentleman for some time. which I and others felt was unnecessary for the situation. The gentleman was not being combative, nor was he arguing or yelling at the officers. After realizing the gentleman was my neighbor, I contacted his daughter and informed her about the incident. She advised me that her father was a severe diabetic and if I could inform the officers that she would be on her way. So, I went to inform the officers that his daughter was on her way, one of the officers advised me that they were taking him to the hospital because his sugar was out of control, and they couldn't get it under control. What I did not like about the whole situation is after the gentleman was being transported to the hospital, the officers were huddled up laughing. I don't think it was a laughing situation when an older gentleman in a medical crisis was roughed up the police officers. Which now must deal with extra injuries. Now with that been said I wanted to reach out Because the surrounding communities must use Ontario because it is the place with all the services. As I and my family are from Nyssa, and we must use the services in Ontario and Have concerns for my grandparents. Especially my grandfather who has diabetes because if this was him in this situation. I do not know how I would react. I would hope. If my Grandpa was in this situation, he was be treated with compassion and not treated like an animal thrown to the ground sat on until you chose to get off him and not treated like a person suffering in medical crisis. 1. Was that force necessary? 2. Why did the officer wait so long to get up off him and continue to sit on him after being restrained? Nor was the gentleman rolled on his side. This is a scary situation to see, especially after what has happened in this world. For example, like George Floyd. 3. What is the proper procedure? How should this situation have been handled according to policy? And if that policy includes throwing people out of their vehicles, I suggest that you fix this policy and show some compassion to people in a medical crisis. 4. Most importantly how can I be assured that my diabetic grandfather is safe driving in your city? Or any diabetic driving through Ontario. Thank you for your time. Councilmember, Roberto Escobedo Nyssa, Oregon "Trataron de enterarnos, no sabian que eramos semillas!" "They tried to bury us, they didn't know we were seeds!"*

Councilor Kirby thanked Councilor Melendrez for the statement.



CONSENT AGENDA

MILLS moved, BAKEFELT seconded, **TO ADOPT THE CONSENT AGENDA, WHICH CONSISTED OF APPROVAL OF COUNCIL MEETING MINUTES OF APRIL 9, 2024.** Roll call vote: Mills-yes; Baker-out; Kirby-yes; Hart-out; Bakefelt-yes; Melendrez-yes; Folden-out. Motion carried 4/0/3.

NEW BUSINESS**Community Risk Assessment/SOC**

Clint Benson, Fire Chief, presented.

Ontario Fire and Rescue and the Ontario Rural Fire Protection District (ORFPD) would like to team up to have a community risk assessment/standards of cover (CRA/SOC) study completed. The total cost of the study was \$50,118. This study would identify risk and target hazards within Ontario and the ORFPD boundaries and show the taxpayer exactly what they were currently paying for fire protection. The community risk assessment piece would guide Ontario Fire and Rescue in preparing and training for emergencies at target hazards and areas of risk. The standards of cover piece would assist the city and rural departments in efforts to find additional revenue needed for increased staffing, facilities, and equipment (five-year plan), and help the fire department to identify strengths, weaknesses, and opportunities. This study represented a large piece of the department's strategic planning efforts.

To his knowledge, Ontario Fire and Rescue had never had a CRA/SOC study done in its history. The need for additional career firefighters, which increased safety and effectiveness, had been challenged by lack of funds. Ontario was working on a five-year plan that would assist several city departments. In efforts to find additional funding sources, this study would answer the question of, "what were our customers currently paying for the level of fire protection they received; and, was our community okay with the current level of protection?". The CRA/SOC study would include customers and stakeholders in the process. This would give the department a good idea of what customers wanted; the same level of fire protection or an increased level of fire protection. Additionally, the community risk assessment would assist Ontario Fire and Rescue with identifying target hazards within this community. Training, equipment, and staffing could all be modeled around the risk that this department was responsible for protecting. A well-constructed community risk assessment also helped greatly when applying for state and federal grants.

Ontario Fire and Rescue was understaffed. Ideally, there should be four career firefighters per 24- hour shift; currently, there were three per shift. With personnel being the most valuable resource, the cost of personnel was also the most expensive investment. The city's five-year plan symbolized a new level of safety and effectiveness for this fire department. However, convincing Ontario taxpayers to pay additional taxes and/or fees would be difficult, and with a good CRA/SOC study, the path ahead would be much clearer to both the taxpayers and decision makers as this moved forward.

This action was consistent with the city's strategic plan, specifically within the city's mission statement, "Our mission is to create a healthy, safe, diverse, and prosperous city by engaging community members to develop an enriched quality of life". Also, the commitment to providing superior quality service and efficient services to the public aligned perfectly with this proposed action. This fire department had been working on its strategic plan as we moved forward. A CRA/SOC study would serve as a big piece of planning for the future.

In February of 2024, the Chief started contacting public safety firms in regard to a CRA/SOC study. Five firms were sent both RFQ's and RFP's. Staff received four price quotes ranging from \$19,750 to \$50,118. Chief Benson used the NPPGov contract to receive a 10% discount. Emergency Services Consulting International (ESCI) came highly recommended by other fire chiefs and had the most impressive resume (RFQ). Other firms' studies were less expensive, but lacked important features such as GIS mapping. In fact, one of the firms' study processes was designed to be done by staff, under the direction of the firm. After reviewing all RFQ's and RFP's, the most "bang for our buck" would come from ESCI. Ontario Rural Fire Protection District agreed that ESCI's proposal of \$50,118 was the best option and had agreed to pay half of the study.



Timing was crucial. As staff worked towards the five-year plan, the information provided in this study would paint a picture for stakeholders and taxpayers showing the risk present in the Ontario community and the level of fire service that was currently provided to protect the community. A professional CRA/SOC would review the department's current policies and procedures and make recommendations on improvements the fire department could make to decrease liability to the city. There were less expensive alternatives from other firms; however, the importance of this study was great, and the city would get what they paid for. Doing a study like this inhouse was possible, but will take more than a year to complete.

BAKEFELT moved, MELENDREZ seconded, **THE CITY COUNCIL APPROVE THE USE OF \$25,059 OF PUBLIC SAFETY FUNDS FOR 50% OF A COMMUNITY RISK ASSESSMENT/STANDARDS OF COVER STUDY TO BE COMPLETED BY EMERGENCY SERVICES CONSULTING INTERNATIONAL.** Roll call vote: Mills-yes; Baker-out; Kirby-yes; Hart-out; Bakefelt-yes; Melendrez-yes; Folden-out. Motion carried 4/0/3.

New Intergovernmental Agreement for City/County 911 and Dispatch Services

Dan Cummings, City Manager, presented.

The 911 User Group had been in negotiations with Malheur County to get the fees based on actual use and not just set contract prices. This new IGA did that and reduced the fees for Ontario by approximately \$13,635.

On December 11, 2023, the City of Ontario and Malheur County entered into a Memorandum of Understanding (MOU) filed under Instrument #2013-5143 to consolidate the 911 and dispatch services. On May 14, 2014, the city and county entered into a Memorandum of Agreement (MOA) for the consolidation of the 911 and dispatch services. On June 30, 2014, under Instrument #2014-2161, the Intergovernmental Agreement (IGA) between the City of Ontario and Malheur County for 911 and Dispatch services was recorded. On April 6, 2015, the First Amendment to the June 30, 2014, IGA was signed by the city and county to set out a comprehensive formula/calculation for payment of 911 and dispatch services by the city to the county.

The 911 User Group and the county finished the negotiations to amend the formula/calculation for paying for the 911 and dispatch services to pay for actual costs for the services. This required a new IGA between the City of Ontario and Malheur County for 911 and Dispatch services. The new Agreement (IGA) had an estimated annual cost of \$219,163.17, which was an approximate decrease of \$13,635 from last year. This Agreement would start effective July 1, 2024.

MILLS moved, BAKEFELT seconded, **THE CITY COUNCIL APPROVE THE NEW INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN THE CITY OF ONTARIO AND MALHEUR COUNTY FOR 911 AND DISPATCH SERVICES AND AUTHORIZE THE MAYOR TO SIGN THE DOCUMENTS.** Roll call vote: Mills-yes; Baker-out; Kirby-yes; Hart-out; Bakefelt-yes; Melendrez-yes; Folden-out. Motion carried 4/0/3.

PUBLIC HEARING

ORDINANCE #2825-2024: AN ORDINANCE FOR A REZONE OF TWO PARCELS OF PROPERTY FROM CITY GENERAL COMMERCIAL (C-2) TO CITY SINGLE FAMILY RESIDENTIAL (RS-50) (TAX LOT 100) AND CITY MANUFACTURED HOME RESIDENCE (R-MH) (TAX LOT 200)

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

Dan Cummings, City Manager/Community Development Director, presented.

The applicant/owners own parcels of land, known as Tax Map 18S47E10BA, Tax Lots 100, and 200. Said Tax Lots currently had one zoning, that being City General Commercial (C-2). The applicants would like to rezone Tax Lot 200 to City RS-50 Single Family Residential to match the current use, and to rezone Tax Lot 100 to Manufactured Home Residence (R-MH) to match the current use of the property as shown in this report.



The applicant submitted an application for the rezoning of the parcels of land known as Tax Map 18S47E10BA, Tax Lots 100 and 200, which said tax lots were currently zoned City General Commercial (C-2). The application was found to be complete on January 5, 2024, and provided enough information to schedule a public hearing on the matter once all the reports and exhibits were created. The property consisted of Tax Lot 100 being 13,644 square feet or 0.31 acres, and Tax Lot 200 being 6,014 square feet or 0.14 acres.

This request for rezone needed a recommendation for approval or rejection from the Planning Commission to the City Council, who would be the decision maker for this request. This action specifically sought approval for rezoning 6,014 square feet from General Commercial to Single Family Residential and 13,644 square feet from General Commercial to Manufactured Home Residence within the city limits of the City of Ontario.

The most recent planning action on the property was a Property Line Adjustment of the two parcels to fix setback issues, as well as to match the zoning use of the property under Planning Action 2023-08-12PLA.

At a Public Hearing on April 8, 2024, the Planning Commission approved the findings of facts on Planning Action 2024-01-01RZ, and sent a favorable recommendation to the City Council to approve the rezoning of the subject property.

The proposed development had to comply with applicable provisions of the City of Ontario Zoning Ordinance as set forth in the Ontario City Code, and the City of Ontario Comprehensive Plan. Generally, unless otherwise noted, if a request was found to be consistent with the zoning ordinance, it was considered to be consistent with the Comprehensive Plan and the planned development was an approved zoning under the comprehensive plan.

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

MILLS moved, BAKEFELT seconded, **THE CITY COUNCIL APPROVE THE FINDING OF FACTS AND THE RECOMMENDATION OF THE PLANNING COMMISSION FOR THE REZONE OF TAX LOT 200 FROM GENERAL COMMERCIAL TO SINGLE FAMILY RESIDENTIAL AND TAX LOT 100 FROM GENERAL COMMERCIAL TO MANUFACTURED HOME RESIDENCE ZONES AS SET FORTH IN ACTION 2024-01-01RZ BASED ON THE INFORMATION, FINDINGS, AND CONCLUSIONS SET FORTH IN THIS REPORT.** Roll call vote: Mills-yes; Baker-out; Kirby-yes; Hart-out; Bakefelt-yes; Melendrez-yes; Folden-out. Motion carried 4/0/3.

MILLS moved, MELENDREZ seconded, **IN ACCORDANCE WITH SECTION 8.2(2) OF THE CITY CHARTER, THE CITY COUNCIL APPROVE ORDINANCE #2825-2024, AN ORDINANCE PROCLAIMING THE REZONE OF TAX LOT 200 FROM GENERAL COMMERCIAL TO SINGLE FAMILY RESIDENTIAL AND TAX LOT 100 FROM GENERAL COMMERCIAL TO MANUFACTURED HOME RESIDENCE ZONES AS SET FORTH IN ACTION 2024-01-01RZ BASED ON THE INFORMATION, FINDINGS, AND CONCLUSIONS SET FORTH IN THIS REPORT, AT A SINGLE MEETING BY TITLE ONLY.** Roll call vote: Mills-yes; Baker-out; Kirby-yes; Hart-out; Bakefelt-yes; Melendrez-yes; Folden-out. Motion carried 4/0/3.

BAKEFELT moved, MELENDREZ seconded, **IN ACCORDANCE WITH SECTION 8.2(2) OF THE CITY CHARTER, THE CITY COUNCIL APPROVE ORDINANCE #2825-2024, AN ORDINANCE PROCLAIMING THE REZONE OF TAX LOT 200 FROM GENERAL COMMERCIAL TO SINGLE FAMILY RESIDENTIAL AND TAX LOT 100 FROM GENERAL COMMERCIAL TO MANUFACTURED HOME RESIDENCE ZONES AS SET FORTH IN ACTION 2024-01-01RZ BASED ON THE INFORMATION, FINDINGS, AND CONCLUSIONS SET FORTH IN THIS REPORT, AT A SINGLE MEETING BY TITLE ONLY.** Roll call vote: Mills-yes; Baker-out; Kirby-yes; Hart-out; Bakefelt-yes; Melendrez-yes; Folden-out. Motion carried 4/0/3.

HAND-OUTS

Minutes:

Airport: Apr 1, 2024; County Court: Apr 3, 2024, Apr 10, 2024, May 1, 2024



Department Stats: April, 2024

Public Works, Fire (No stats from OPD/CE due to new system glitches)

Packet

V&C Board May 2, 2024

CORRESPONDENCE, COMMENTS, AND EX-OFFICIO REPORTS

- Councilor Melendrez asked to address the great work the Kiwanis Club was doing. All the other service clubs, who were all doing great things to fix up the parks. He had attended a meeting, and was able to see all the documents, work, and planning done, and was blown away by the work the service clubs did for this community to fix the parks. One of the visions the Kiwanis President had, Efren Garza, was to install a fence at the Eastside Park. There was question as to when that might happen. Some youth volunteers, some boxing kids, helped remove the fence, roll it up, and they were grateful the airport donated that. On Serve Day, they were able to install that fence. There was about a 50-yard section, right behind the goal, still needed, but he was honored to be a part of the project. He thanked Casey (Public Works Director) for doing that, along with Marc from the Kiwanis Club for all the work he'd done. He also wanted to thank Efren for all the work he'd put into the community. He stressed the importance of continuing the parks match the city had established.
- Councilor Melendrez addressed the letter submitted by Nyssa Councilor Roberto Escobedo (read earlier under comments) He had received that over the weekend, and was not asking for definite answers or anything regarding details related to any investigation, but he did believe that the question asked about policy, he'd like to bring that back, maybe at the next Council meeting. What was the policy and what was the training provided for staff who dealt with not just a diabetic attack, but any other illness. Was there a training provided? He had a lot of people reach out to him, and he'd also been shown videos that he didn't like, however, they were blurry, so he chose not to jump to any conclusion. But he also understood that law enforcement was in a fishtank. Everything they did was seen and put in the spotlight. He'd had personal experience, so he felt for anyone in that situation. But, he'd like to see some answers to some of the questions that had been asked by Mr. Escobedo. What was the policy, and did the officers have enough training? Did they have what they needed to be successful for something like that not to happen? What he had heard about the gentleman being elderly, the more he became afraid for his own parents, who were prediabetic. That was something for the next Council meeting, and he wanted to hear some answers.
- Councilor Kirby stated the city received correspondence from the Sister City organization via Marc and Suzanne Burg. The city recently had visitors from Osakasayama, and he believed, hopefully, that there was a group going to Japan this fall. It would be the 50th anniversary of the Sister City relationship, started by Geroge Iseri and Bob Sullivan. They, along with Mayor Leanord Cates, traveled to Japan, and it had been a successful relationship for 50 years, and he hoped to see that continue.
- Councilor Kirby stated he had received an invitation to the 95th banquet of the Ontario FFA, and one of the members Mateo Walker, was honored by the city previously for his work in leadership.

ADJOURN

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

ACCEPTED:

ATTEST

Deborah K. Folden, Mayor

Tori Barnett, MMC, City Recorder





**AGENDA REPORT
CONSENT AGENDA
May 28, 2024**

To: Mayor and City Council

FROM: Kari Ott, Finance Director

THROUGH: Danny K. Cummings, City Manager

SUBJECT: **HOUSING INCENTIVE PROGRAM: GUARDIAN REAL ESTATE MANAGEMENT AND HOLDINGS (55-2023)**

DATE: May 22, 2024

PROPOSED MOTION:

I MOVE THE CITY COUNCIL APPROVE THE APPLICATION BY GUARDIAN REAL ESTATE MANAGEMENT AND HOLDINGS AT 602 N OREGON ST FOR THE ONTARIO HOUSING INCENTIVE PROGRAM IN THE AMOUNT OF \$10,000.

SUMMARY:

Guardian Real Estate, submitted an application for \$10,000 from the Housing Incentive Program.

The property is located at 602 N Oregon St.

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

BACKGROUND:

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

CURRENT SITUATION:

GUARDIAN REAL ESTATE MANAGEMENT AND HOLDINGS LLC. is requesting approval of their application for the \$10,000.00 Incentive on a new home to be located at 602 N Oregon St. being Tax Lot 14801, Map # 18473 20. The proposed Dwelling will be 2,080 Square feet with three and a half bath (3.5) bathrooms. The application was deemed to be complete by the Community Development Director and meeting or exceeding the minimum requirements of

Section 11 of the Business Loan Fund code and was forwarded to the Committee for their review and recommendation. The Business Loan Fund Committee recommended the loan for approval by the Council on October 19, 2023.

ANALYSIS:

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

ALTERNATIVES:

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

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

RECOMMENDATION:

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

ATTACHMENTS:

1. 55-2023 602 N Oregon Guardian-App



City of Ontario, Oregon
Housing Incentive Program Checklist

Applicant: GUARDIAN REAL ESTATE MANAGEMENT AND HOLDINGS LLC **Date:** 9/10/2023

Site Address or Tax Lot: 602 N Oregon St Ontario OR 97914

Application Number: 55-2023 (City Use Only)

Application Information: (Applicant or Staff)

- ☒ Completed Application Signed & Dated: 9/10/23
- ☒ Documentation showing funding:
- ☒ Within City Limits
- ☐ In Urban Growth Boundary Annexation Application filed:
- ☒ Floor Plan or description describing minimum square footage:
 - 1. House Square footage: 2080
 - 2. Number of Baths: 3.5
 - 3. Size of Garage: None
- ☒ Description of Property of Home:
 - 1. Tax Lot map & Number: 18S47E03BC / 14801 / Lot 20
 - 2. Copy of Deed:
 - 3. Or written description:
- ☒ Completed W-9 Taxpayer Form.

Process Completed: (Staff Use Only below)

- ☐ PDAC (if Required) date Completed:
- ☐ Community Development Director approval date:
- ☐ Forwarded to Business Loan Fund Committee:
- ☐ BLF Committee forwards recommendation to City Manager:
- ☐ City Council Approval or Denial:
- ☐ City Manager signs application signifying Council **Approval**:

- ☐ Application submitted to Finance for tracking: _____
- ☐ Certificate of Occupancy issued (**within 2 yrs. of Council approval**): _____
- ☐ Proof of Owner Occupancy (**must be within 1 yr. of C of O**): _____
- ☐ Payment made to Owner: _____

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



THIS SPACE RESERVED FOR RECORDER'S USE

After recording return to:

AmeriTitle

70 SW 3rd Avenue

Ontario, OR 97914

Until a change is requested all tax statements shall be sent to the following address:

Guardian Real Estate Management and Holdings LLC

P.O. Box 451

Ontario, OR 97914

File No. 442292AM

MALHEUR COUNTY, OR

2021-1068

D-ST WD

03/15/2021 01:01:03 PM

Cnt=1 Pgs=2

\$97.00

I, Gayle V. Trotter, County Clerk for Malheur County, Oregon certify that the instrument identified herein was recorded in the Clerk records.

Gayle V. Trotter - County Clerk

STATUTORY WARRANTY DEED

Glen R. Dodson and Clarita Dodson, husband and wife

Glen R. Dodson, Trustee of the Glen R. Dodson 1996 Revocable Trust, u/t/a dated September 25, 1996, an undivided one-half interest and Carita D. Dodson, Trustee of The Carita D. Dodson 1996 Revocable Trust, u/t/a dated September 25, 1996, an undivided one-half interest, as tenants in common ,

Grantor(s), hereby convey and warrant to

Guardian Real Estate Management and Holdings LLC,

Grantee(s), the following described real property in the County of Malheur and State of Oregon free of encumbrances except as specifically set forth herein:

Land in Riverside Addition, City of Ontario, Malheur County, Oregon, according to the Official Plat thereof, as follows:

In Block 7: Lot(s) 15, 16.

Land in Riverside Addition, City of Ontario, Malheur County, Oregon, according to the Official Plat thereof, as follows:

In Block 7: Lot(s) 17, 18.

Land in Riverside Addition, City of Ontario, Malheur County, Oregon, according to the Official Plat thereof, as follows:

In Block 7: Fractional Lot(s) 19 and 20.

FOR INFORMATION PURPOSES ONLY, THE MAP/TAX ACCT #(S) ARE REFERENCED HERE:

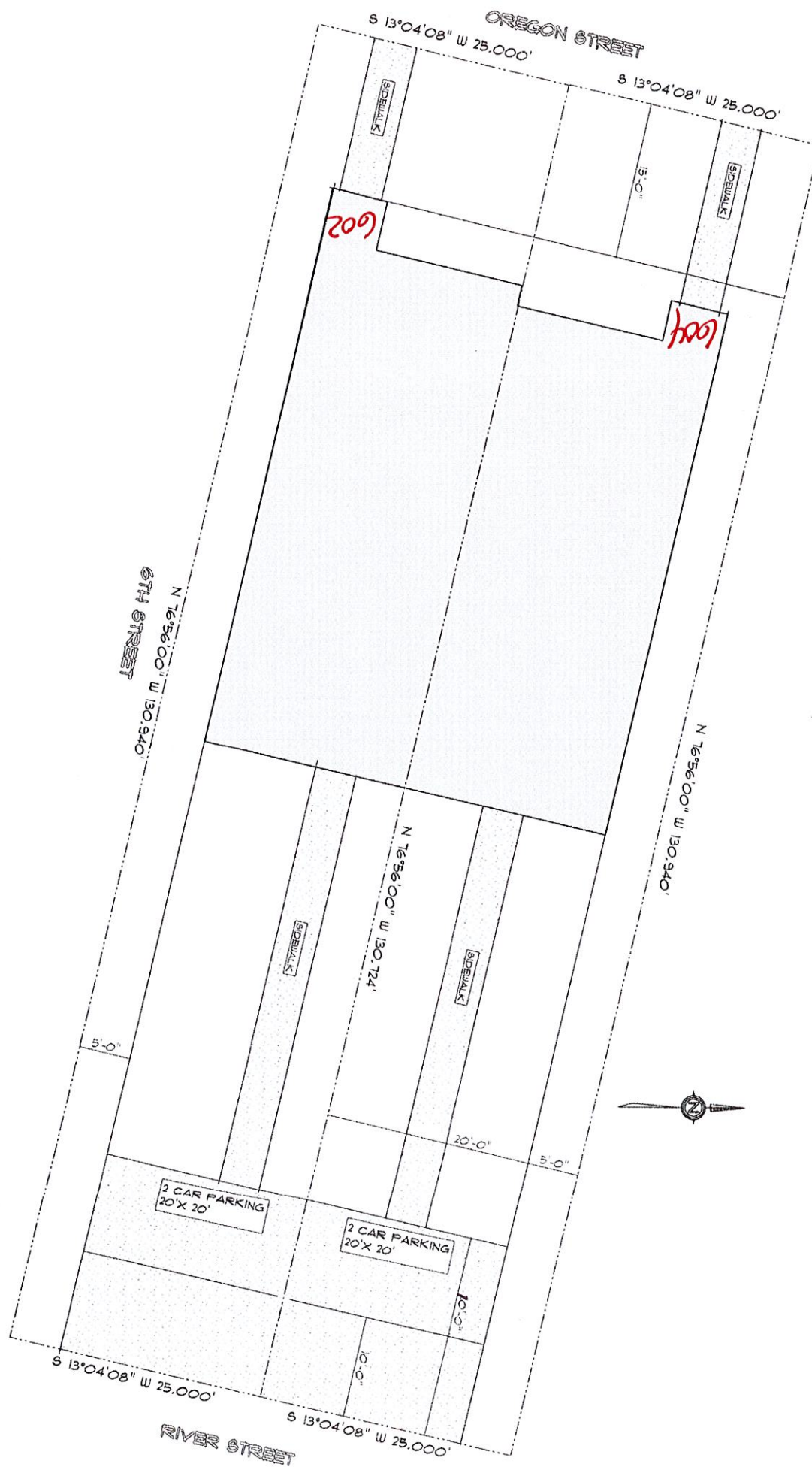
18S4703BC 14600

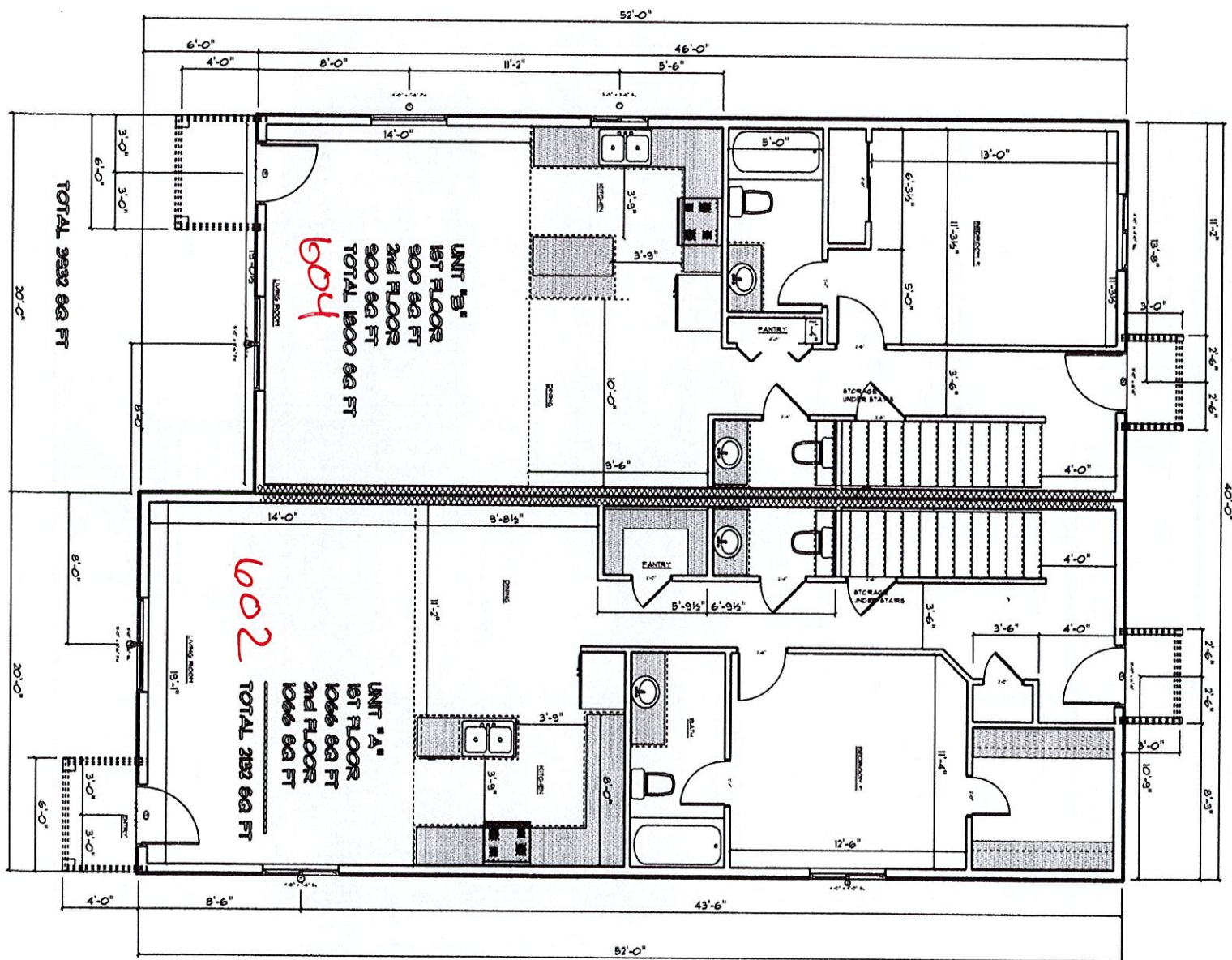
18S4703BC 14700

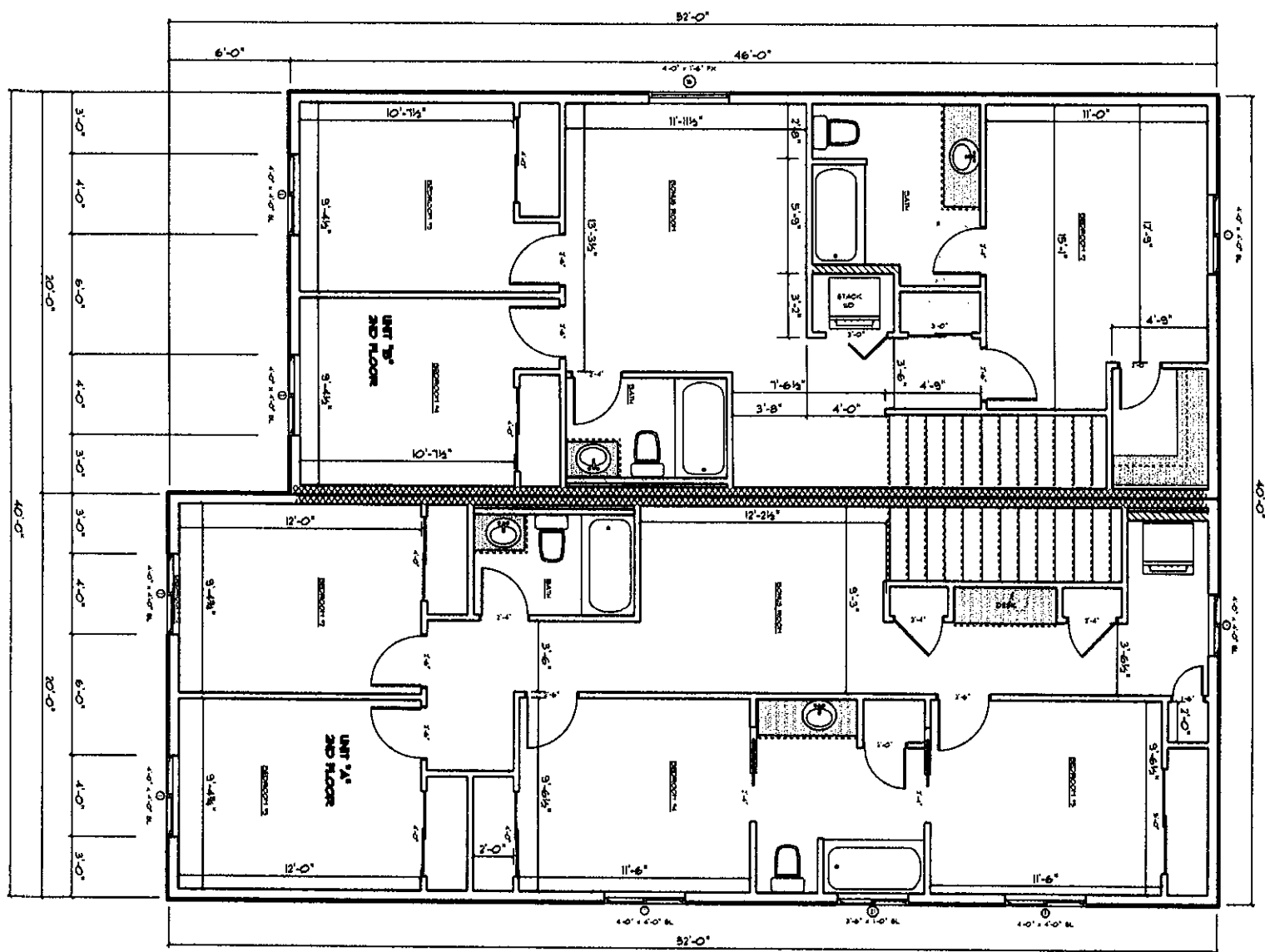
18S4703BC 14800

The true and actual consideration for this conveyance is \$64,067.00.

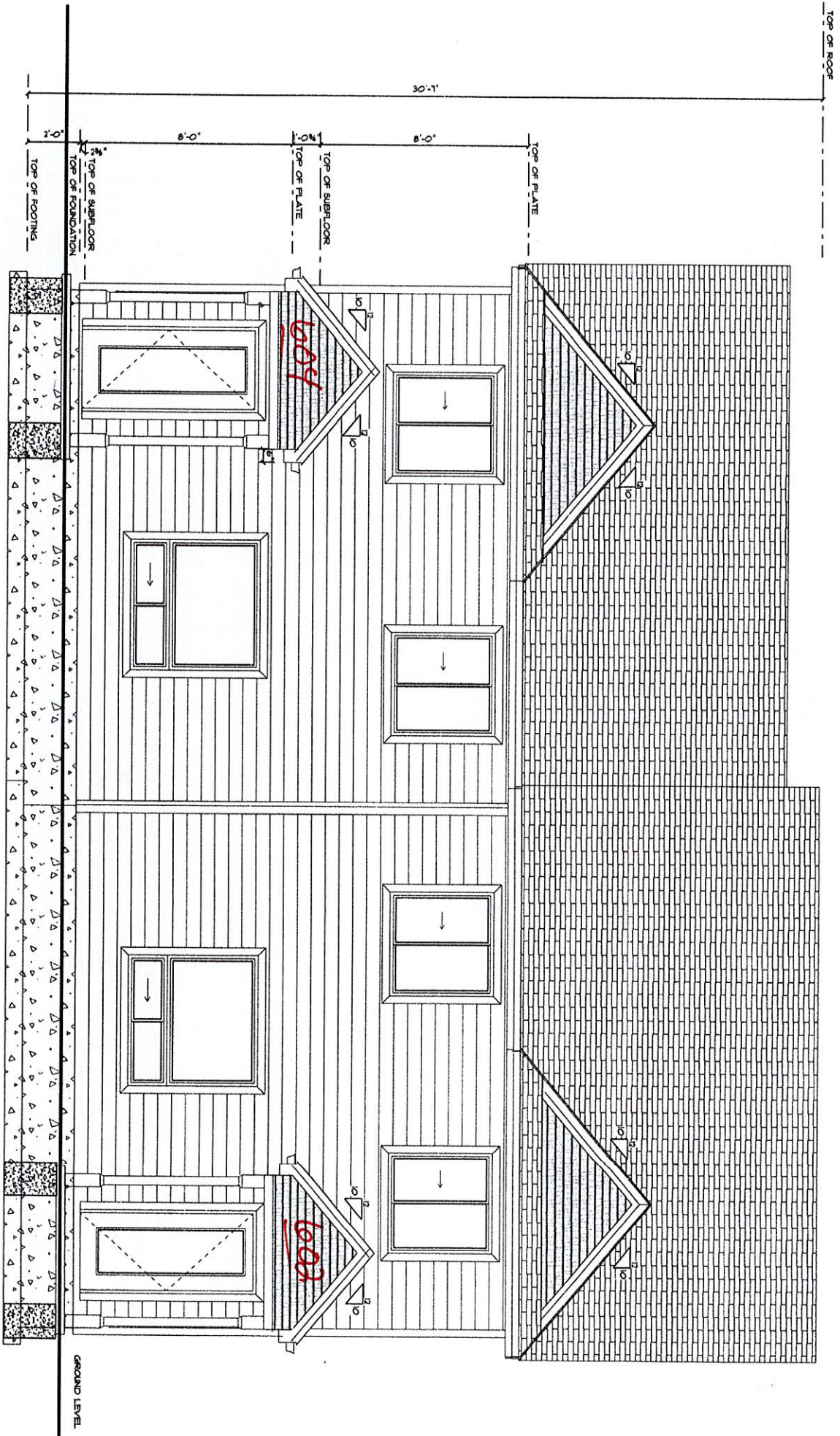
The above-described property is free of encumbrances except all those items of record, if any, as of the date of this deed and those shown below, if any:



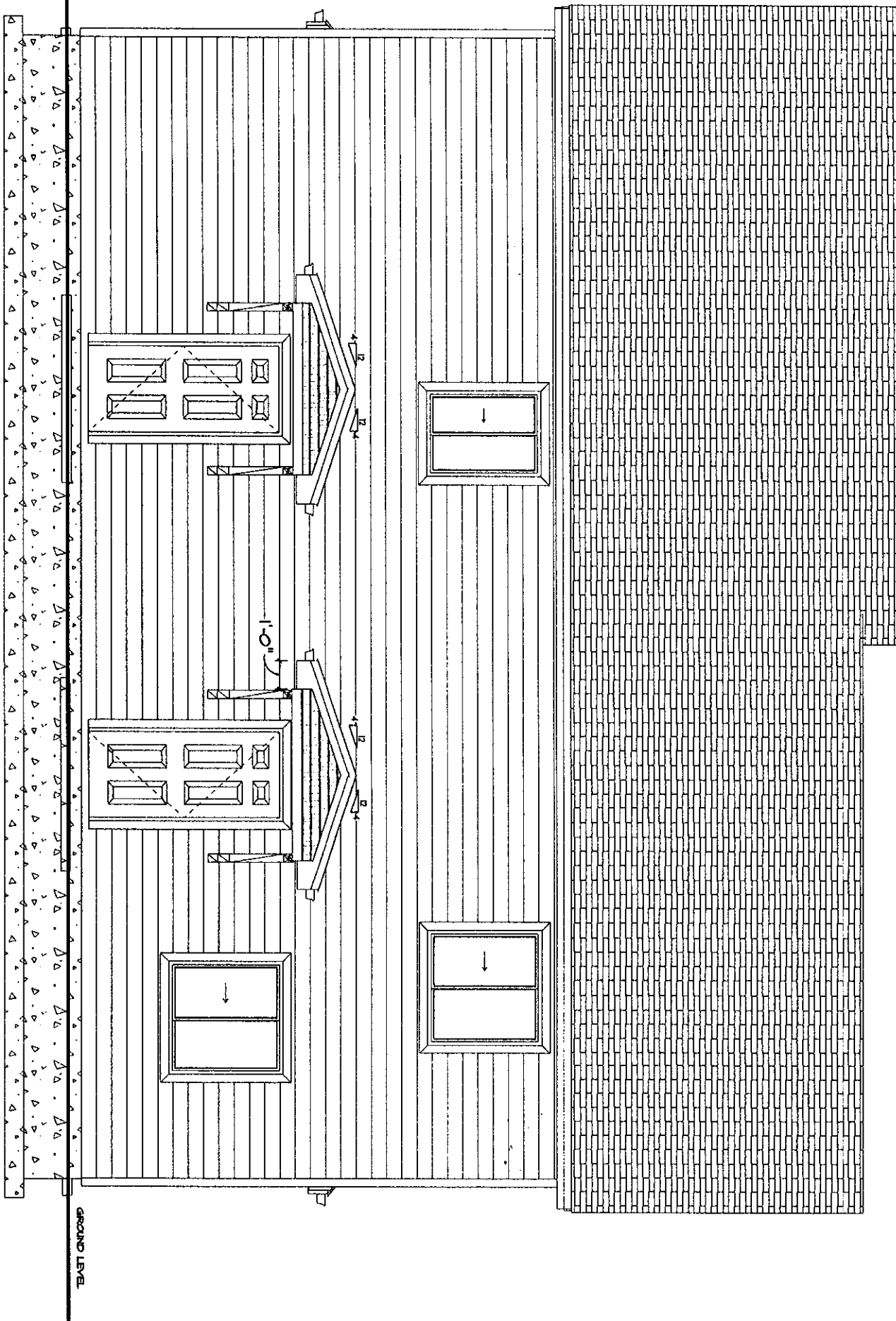


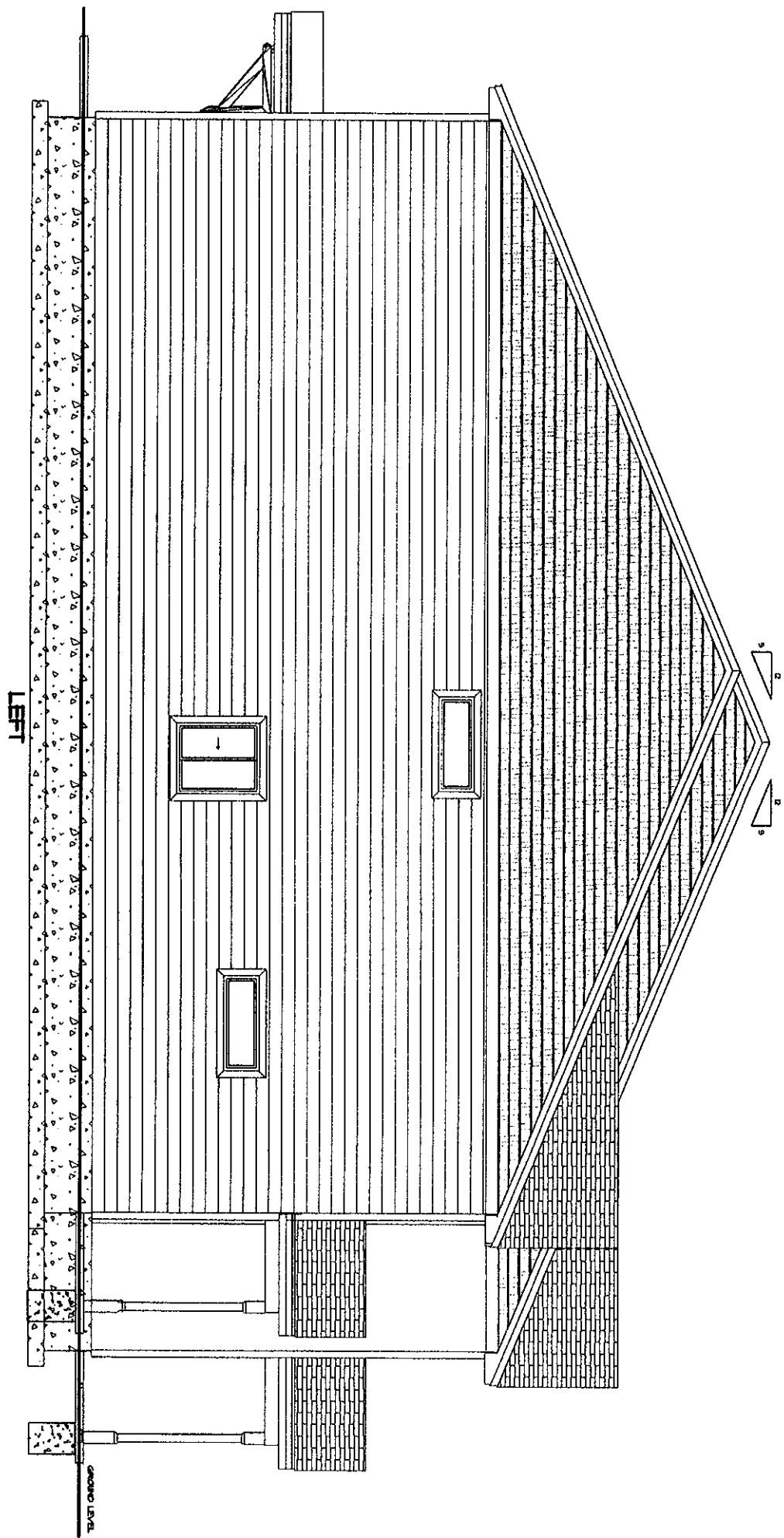


FRONT



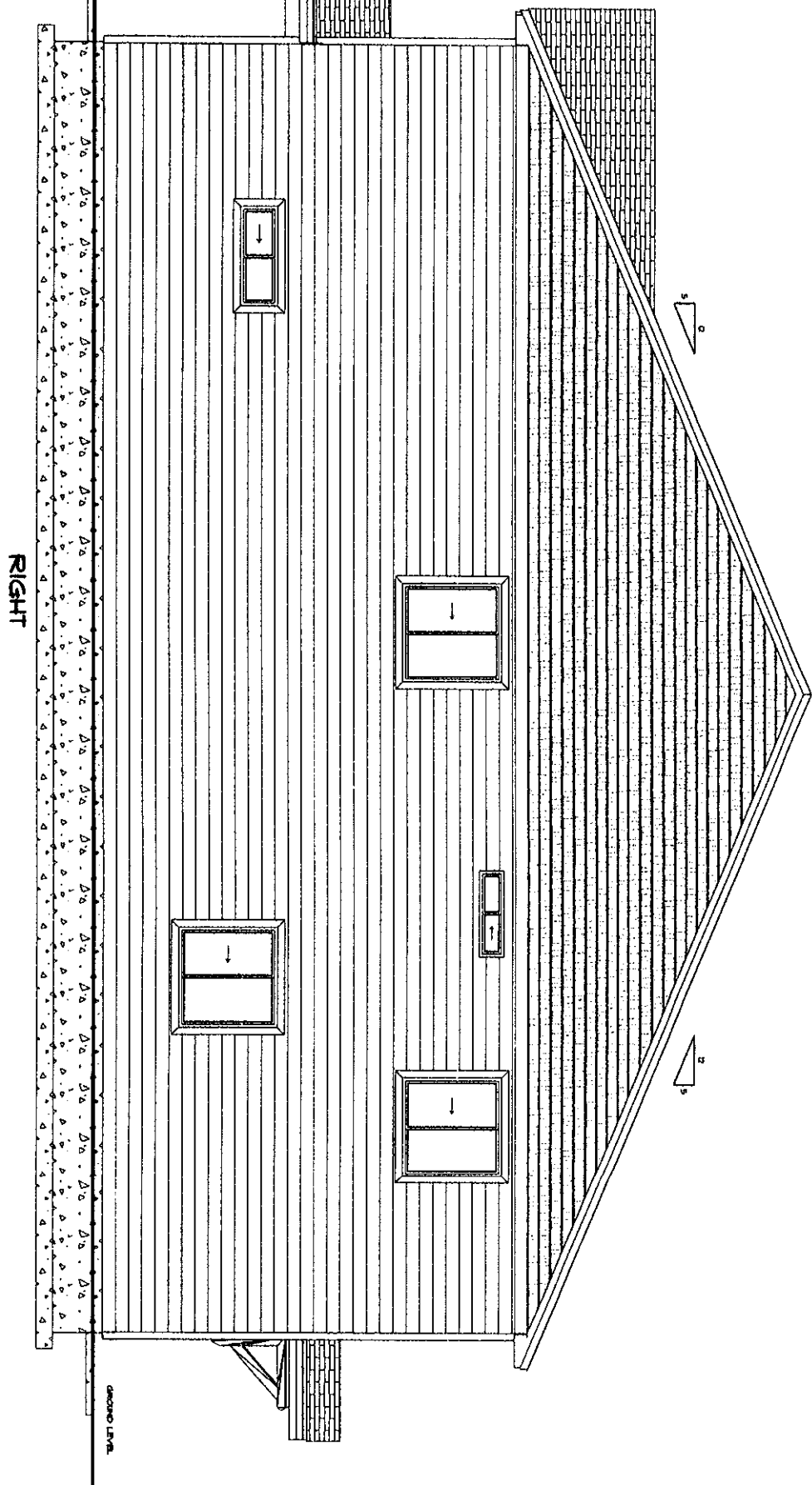
REAR





LEFT

GROUND LEVEL





**AGENDA REPORT
CONSENT AGENDA
May 28, 2024**

To: Mayor and City Council

FROM: Kari Ott, Finance Director

THROUGH: Danny K. Cummings, City Manager

SUBJECT: **HOUSING INCENTIVE PROGRAM: GUARDIAN REAL ESTATE MANAGEMENT AND HOLDINGS (56-2023)**

DATE: May 22, 2024

PROPOSED MOTION:

I MOVE THE CITY COUNCIL APPROVE THE APPLICATION BY GUARDIAN REAL ESTATE MANAGEMENT AND HOLDINGS AT 604 N OREGON ST FOR THE ONTARIO HOUSING INCENTIVE PROGRAM IN THE AMOUNT OF \$10,000.

SUMMARY:

Guardian Real Estate, submitted an application for \$10,000 from the Housing Incentive Program.

The property is located at 604 N Oregon St.

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

BACKGROUND:

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

CURRENT SITUATION:

GUARDIAN REAL ESTATE MANAGEMENT AND HOLDINGS LLC. is requesting approval of their application for the \$10,000.00 Incentive on a new home to be located at 602 N Oregon St. being Tax Lot 14800, Map # 18S47 03. The proposed Dwelling will be 1,840 Square feet with three and a half bath (3.5) bathrooms. The application was deemed to be complete by the Community Development Director and meeting or exceeding the minimum requirements of

Section 11 of the Business Loan Fund code and was forwarded to the Committee for their review and recommendation. The Business Loan Fund Committee recommended the loan for approval by the Council on October 19, 2023.

ANALYSIS:

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

ALTERNATIVES:

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

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

RECOMMENDATION:

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

ATTACHMENTS:

1. 56-2023 604 N Oregon Guardian -App (1)



City of Ontario, Oregon
Housing Incentive Program Checklist

Applicant: GUARDIAN REAL ESTATE MANAGEMENT AND HOLDINGS LLC **Date:** 9/10/2023

Site Address or Tax Lot: 604 N Oregon St Ontario OR 97914

Application Number: 56-2023 (City Use Only)

Application Information: (Applicant or Staff)

- ☒ Completed Application Signed & Dated: 9/10/23
- ☒ Documentation showing funding: _____
- ☒ Within City Limits
- ☐ In Urban Growth Boundary Annexation Application filed: _____
- ☒ Floor Plan or description describing minimum square footage:
 - 1. House Square footage: 1840
 - 2. Number of Baths: 3.5
 - 3. Size of Garage: None
- ☒ Description of Property of Home:
 - 1. Tax Lot map & Number: 18S47E03BC / 14800 / Lot 19
 - 2. Copy of Deed: _____
 - 3. Or written description: _____
- ☐ Completed W-9 Taxpayer Form.

Process Completed: (Staff Use Only below)

- ☐ PDAC (if Required) date Completed: _____
- ☐ Community Development Director approval date: _____
- ☐ Forwarded to Business Loan Fund Committee: _____
- ☐ BLF Committee forwards recommendation to City Manager: _____
- ☐ City Council Approval or Denial: _____
- ☐ City Manager signs application signifying Council **Approval**: _____

- ☐ Application submitted to Finance for tracking: _____
- ☐ Certificate of Occupancy issued (**within 2 yrs. of Council approval**): _____
- ☐ Proof of Owner Occupancy (**must be within 1 yr. of C of O**): _____
- ☐ Payment made to Owner: _____

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



THIS SPACE RESERVED FOR RECORDER'S USE

After recording return to:

AmeriTitle

70 SW 3rd Avenue

Ontario, OR 97914

Until a change is requested all tax statements shall be sent to the following address:

Guardian Real Estate Management and Holdings LLC

P.O. Box 451

Ontario, OR 97914

File No. 442292AM

MALHEUR COUNTY, OR

2021-1068

D-ST WD

03/15/2021 01:01:03 PM

Cnt=1 Pgs=2

\$97.00

I, Gayle V. Trotter, County Clerk for Malheur County, Oregon certify that the instrument identified herein was recorded in the Clerk records.

Gayle V. Trotter - County Clerk

STATUTORY WARRANTY DEED

Glen R. Dodson and Clarita Dodson, husband and wife

Glen R. Dodson, Trustee of the Glen R. Dodson 1996 Revocable Trust, u/t/a dated September 25, 1996, an undivided one-half interest and Carita D. Dodson, Trustee of The Carita D. Dodson 1996 Revocable Trust, u/t/a dated September 25, 1996, an undivided one-half interest, as tenants in common ,

Grantor(s), hereby convey and warrant to

Guardian Real Estate Management and Holdings LLC,

Grantee(s), the following described real property in the County of Malheur and State of Oregon free of encumbrances except as specifically set forth herein:

Land in Riverside Addition, City of Ontario, Malheur County, Oregon, according to the Official Plat thereof, as follows:

In Block 7: Lot(s) 15, 16.

Land in Riverside Addition, City of Ontario, Malheur County, Oregon, according to the Official Plat thereof, as follows:

In Block 7: Lot(s) 17, 18.

Land in Riverside Addition, City of Ontario, Malheur County, Oregon, according to the Official Plat thereof, as follows:

In Block 7: Fractional Lot(s) 19 and 20.

FOR INFORMATION PURPOSES ONLY, THE MAP/TAX ACCT #(S) ARE REFERENCED HERE:

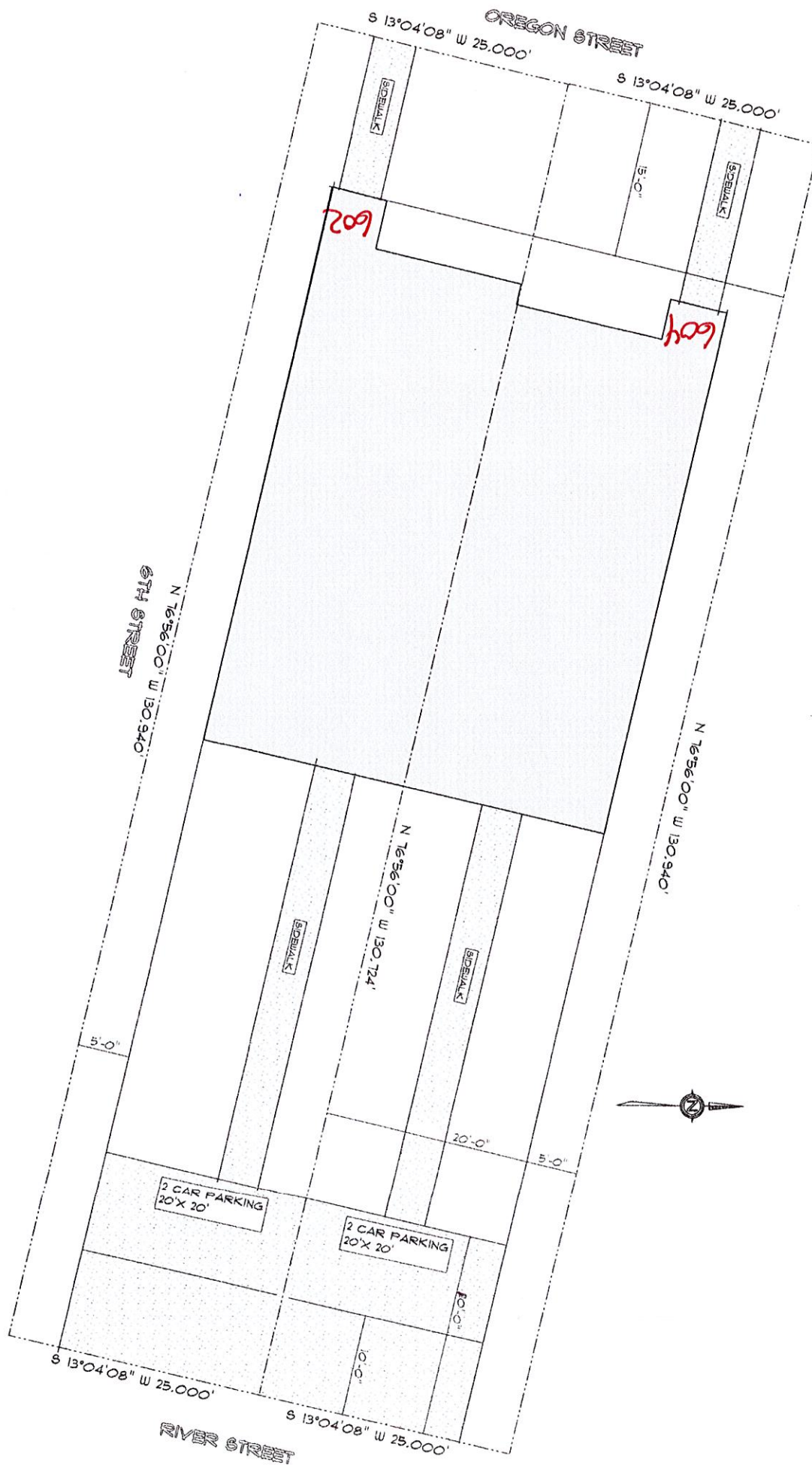
18S4703BC 14600

18S4703BC 14700

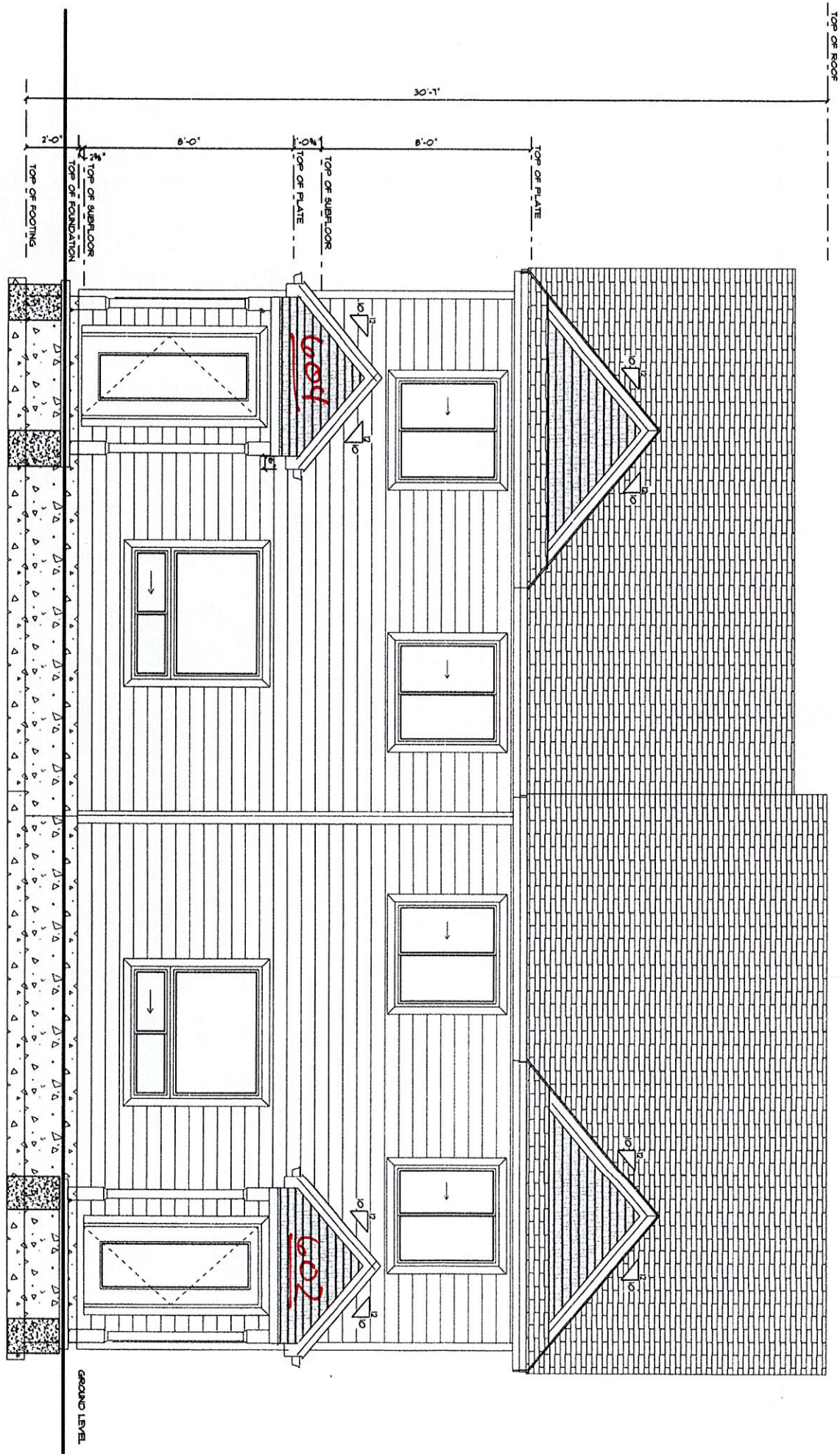
18S4703BC 14800

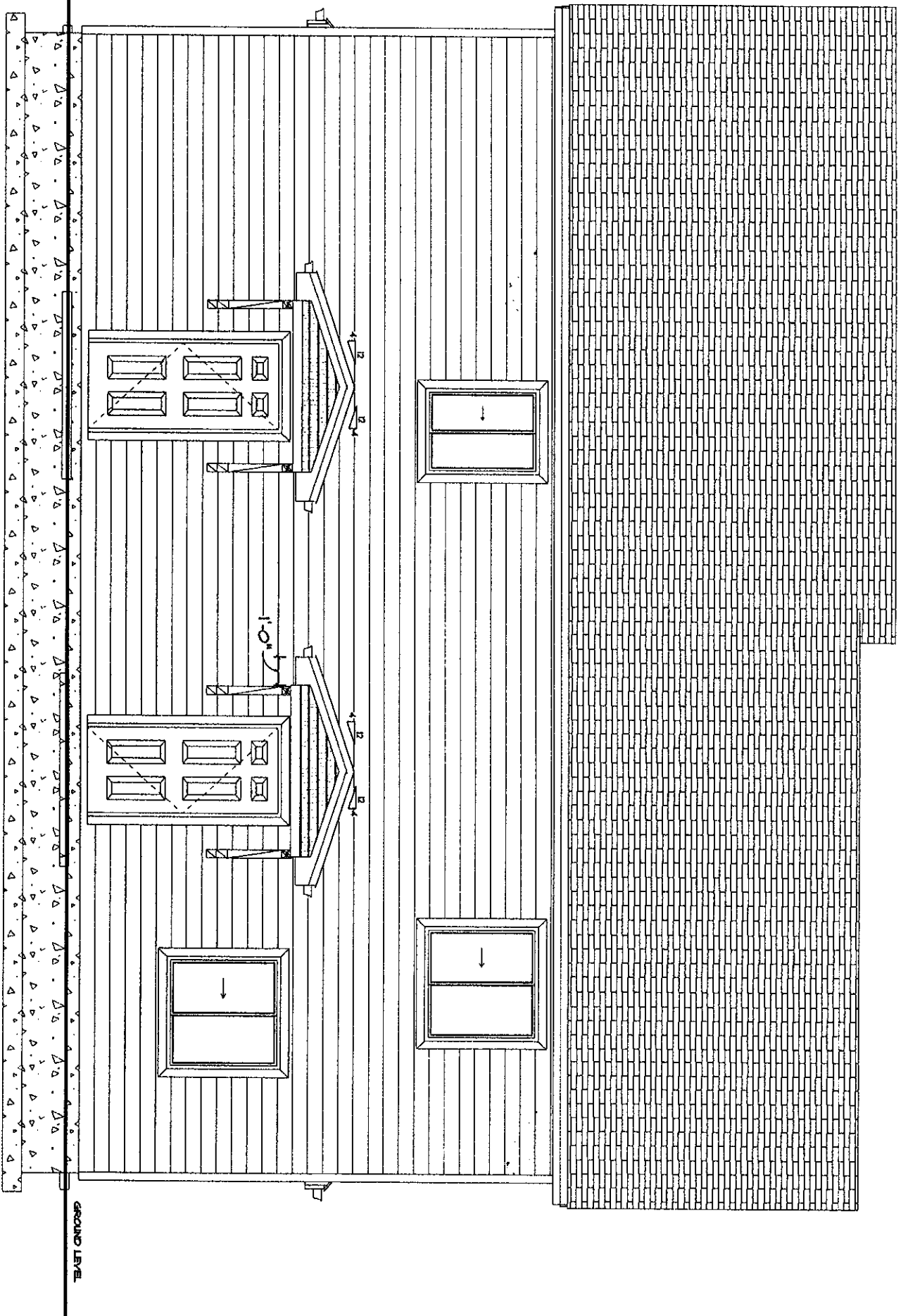
The true and actual consideration for this conveyance is \$64,067.00.

The above-described property is free of encumbrances except all those items of record, if any, as of the date of this deed and those shown below, if any:

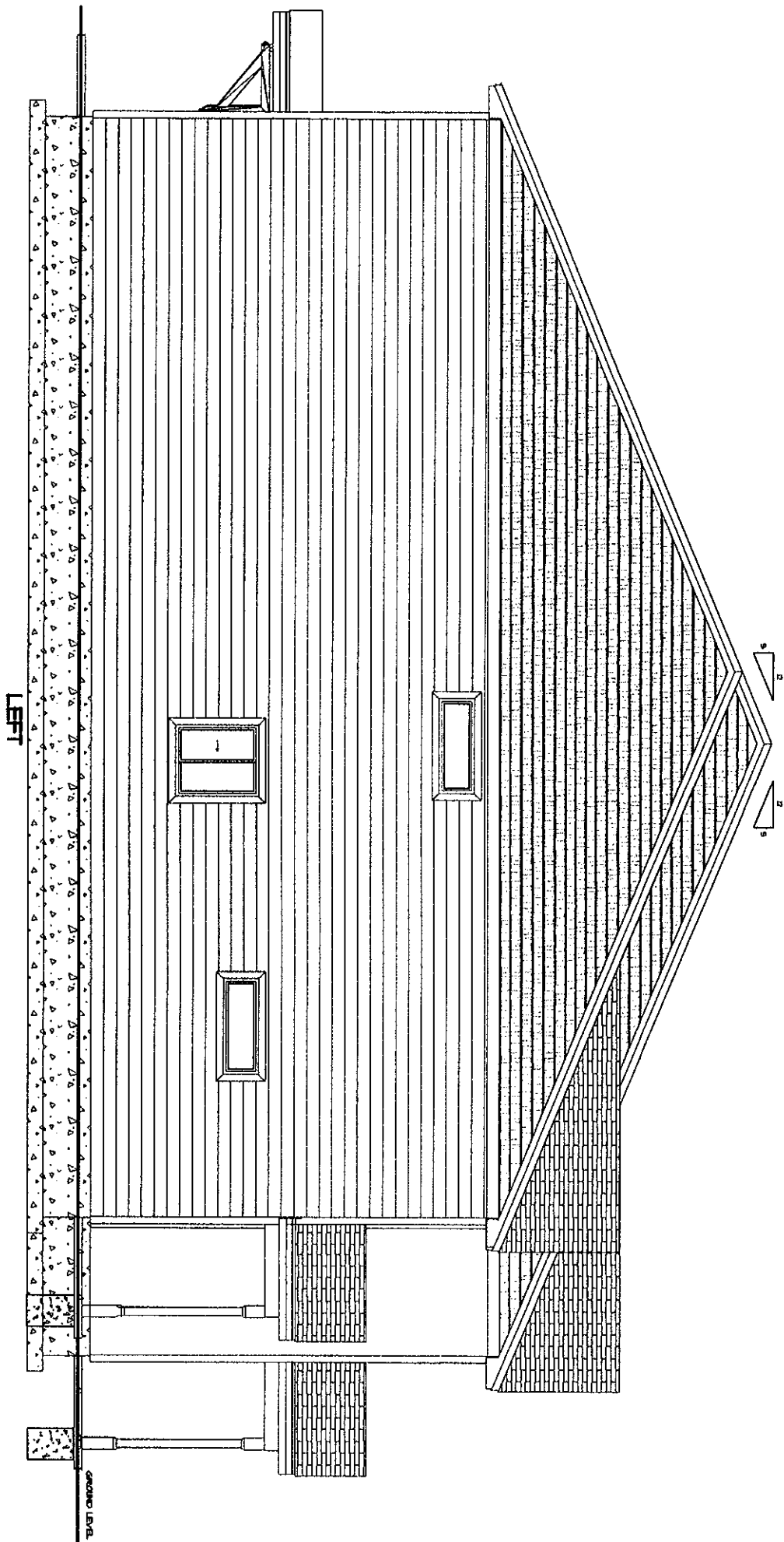


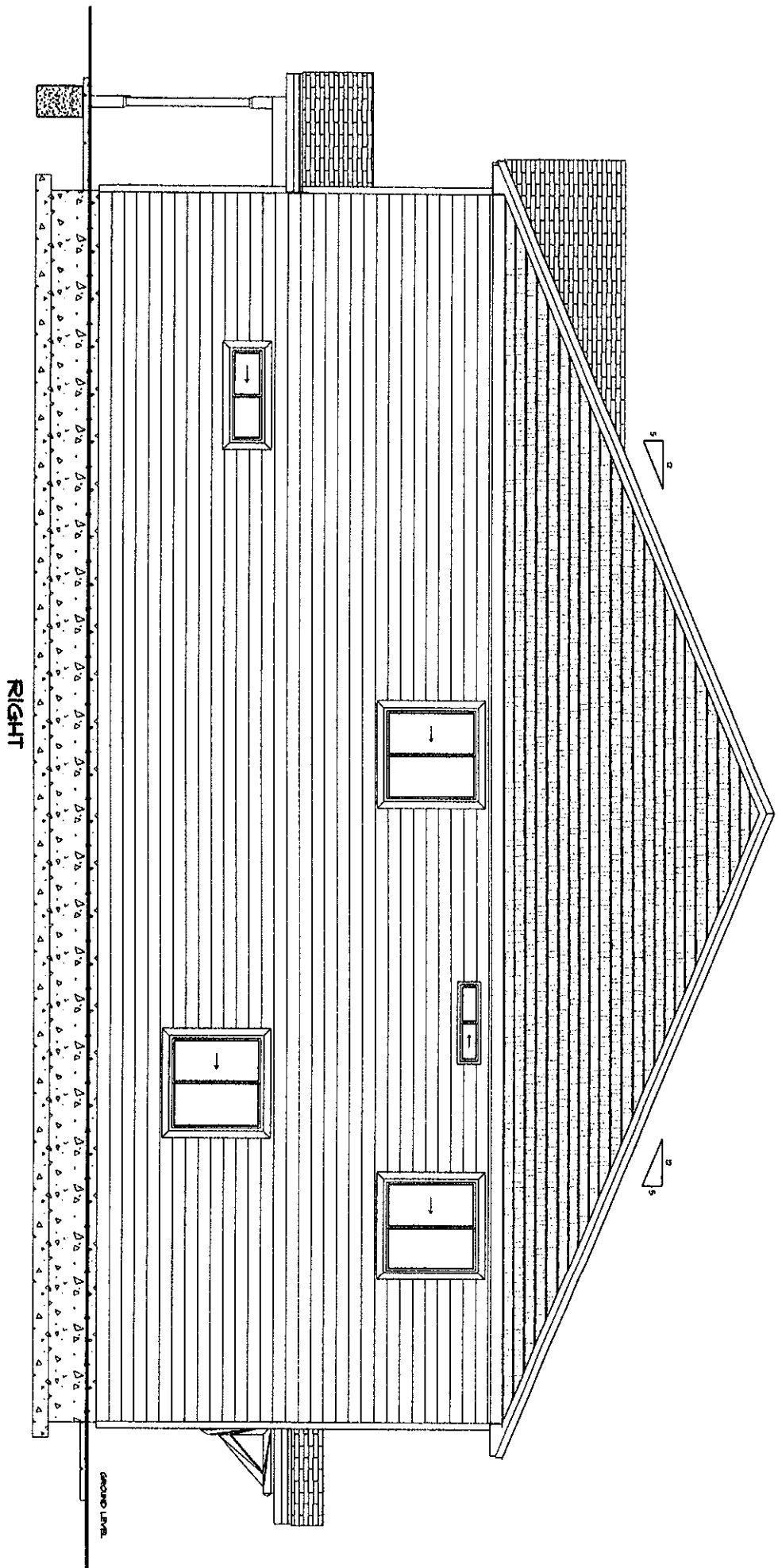
FRONT

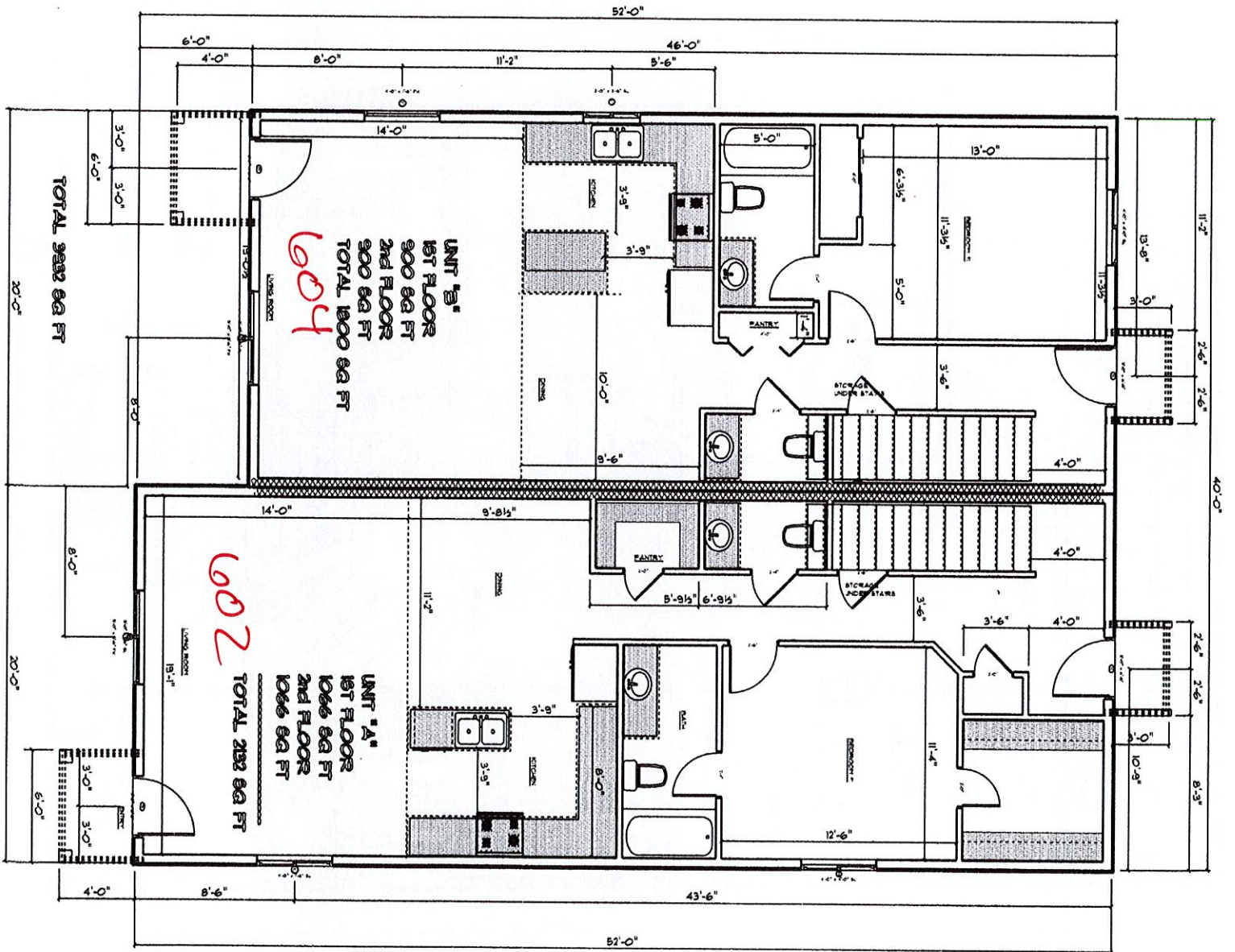


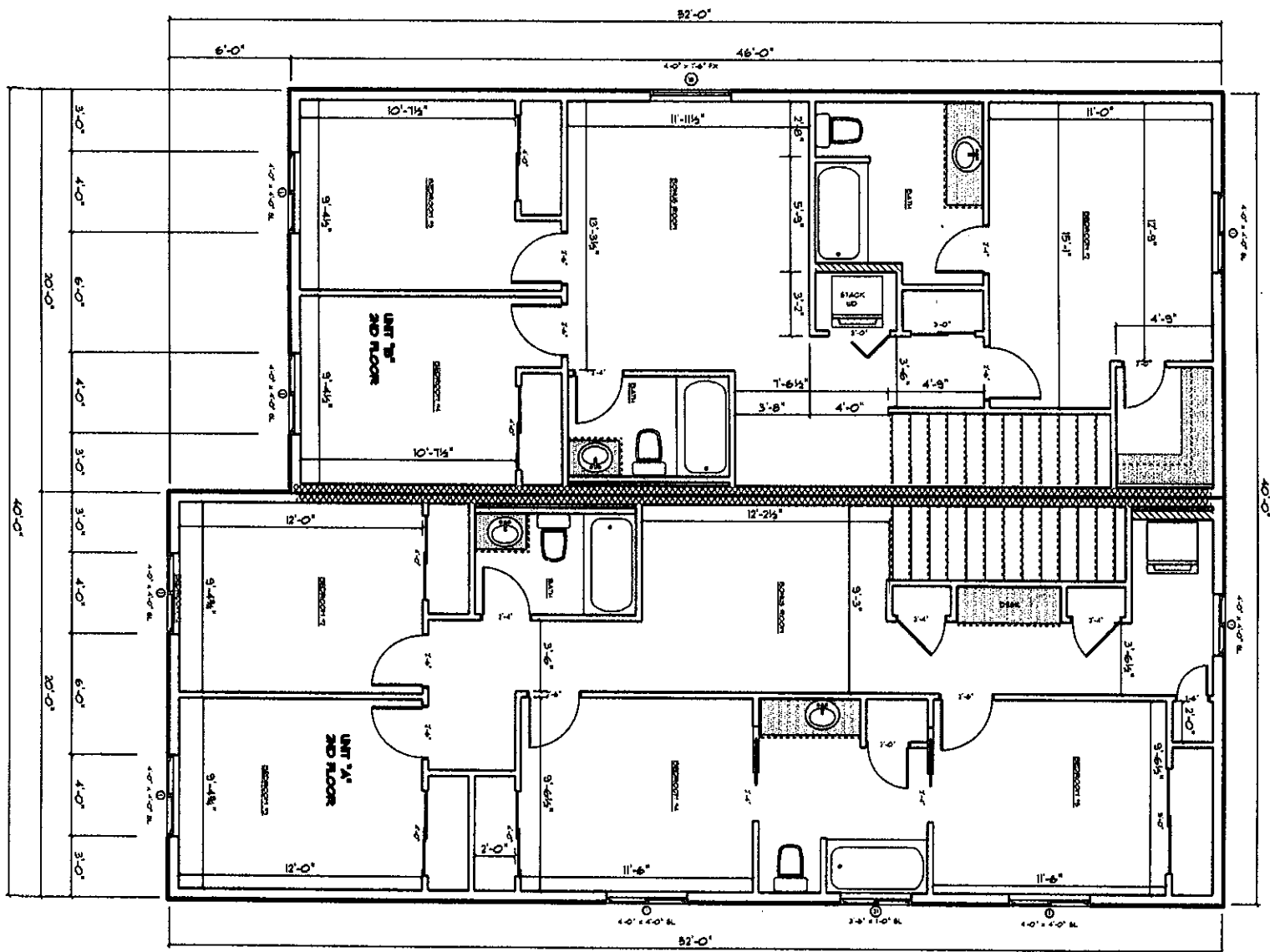


REAR











**AGENDA REPORT
CONSENT AGENDA
May 28, 2024**

To: Mayor and City Council

FROM: Kari Ott, Finance Director

THROUGH: Danny K. Cummings, City Manager

SUBJECT: **HOUSING INCENTIVE PROGRAM: RYWEST HOMES, INC (57-2024)**

DATE: May 22, 2024

PROPOSED MOTION:

I MOVE THE CITY COUNCIL APPROVE THE APPLICATION BY RYWEST HOMES, INC AT 1640 SKOOKUM DRIVE FOR THE ONTARIO HOUSING INCENTIVE PROGRAM IN THE AMOUNT OF \$10,000.

SUMMARY:

Rywest Homes, Inc, submitted an application for \$10,000 from the Housing Incentive Program.

The property is located at 1640 Skookum Drive

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

BACKGROUND:

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

CURRENT SITUATION:

RYWEST HOMES, INC. is requesting approval of their application for the \$10,000.00 Incentive on a new home to be located at 1640 Skookum Drive being Tax Lot 14, Map # 18S47E05. The proposed Dwelling will be 1,535 Square feet with two (2) bathrooms and a three (3) car garage. The application was deemed to be complete by the Community Development Director and meeting or exceeding the minimum requirements of Section 11 of the Business Loan Fund code and was forwarded to the Committee for their review and recommendation. The Business Loan Fund Committee recommended the loan for approval by the Council on February 7, 2024.

ANALYSIS:

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

ALTERNATIVES:

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

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

RECOMMENDATION:

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

ATTACHMENTS:

1. 57-2024 - Rywest Homes, Inc (1)



RECEIVED
1-30-24

City of Ontario, Oregon
Housing Incentive Program Checklist

Applicant: Rywest Homes, Inc Date: 1-29-24
Site Address or Tax Lot: 1640 Skookum
Application Number: 57-2024 (City Use Only)

Application Information: (Applicant or Staff)

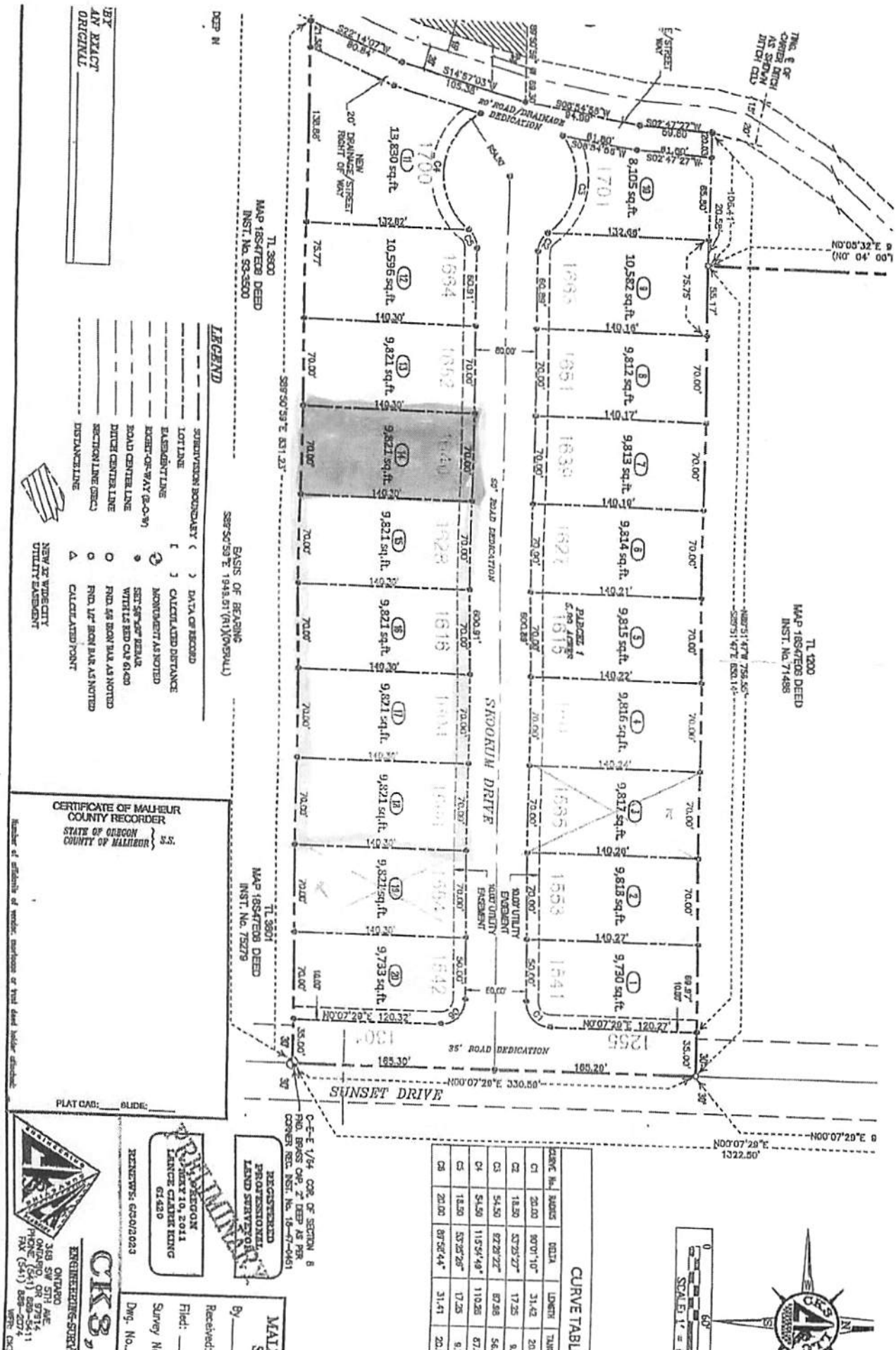
- ☒ Completed Application Signed & Dated: 1-29-24
- ☐ Documentation showing funding: N/A
- ☒ Within City Limits
- ☐ In Urban Growth Boundary Annexation Application filed: N/A
- ☒ Floor Plan or description describing minimum square footage:
 - 1. House Square footage: 1535
 - 2. Number of Baths: 2
 - 3. Size of Garage: 736sf ~3 CAR
- ☒ Description of Property of Home:
 - 1. Tax Lot map & Number: Lot 14 - plat attached
 - 2. Copy of Deed: Attached
 - 3. Or written description: _____
- ☒ Completed W-9 Taxpayer Form.

Process Completed: (Staff Use Only below)

- ☒ PDAC (if Required) date Completed: N/A
- ☒ Community Development Director approval date: 2/2/24
- ☒ Forwarded to Business Loan Fund Committee: 2/2/24
- ☐ BLF Committee forwards recommendation to City Manager: _____
- ☐ City Council Approval or Denial: _____
- ☐ City Manager signs application signifying Council Approval: _____
- ☐ Application submitted to Finance for tracking: _____
- ☐ Certificate of Occupancy issued (within 2 yrs. of Council approval): _____
- ☐ Proof of Owner Occupancy (must be within 1 yr. of C of O): _____
- ☐ Payment made to Owner: _____

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

Amusince Int. 57-2024





ELECTRONICALLY RECORDED
DO NOT REMOVE THE COUNTY
STAMPED FIRST PAGE AS IT IS
NOW INCORPORATED AS PART
OF THE ORIGINAL DOCUMENT.

THIS SPACE RESERVED FOR RECORDER'S USE

After recording return to:
Malheur County Title Company

Until a change is requested all tax statements shall be
sent to the following address:

Rywest Homes, Inc., an Idaho corporation
Rywest Homes, Inc. Attn: Tim Davis, PO Box 950
Fruitland, ID 83619
File No. 535167AM

MALHEUR COUNTY, OR **2022-1849**
D-ST WD
04/13/2022 11:30:02 AM
Cnt=1 Pgs=3 \$102.00

I, Gayle V. Trotter, County Clerk for Malheur County, Oregon certify
that the instrument identified herein was recorded in the Clerk
records.

Gayle V. Trotter - County Clerk

STATUTORY WARRANTY DEED

Riley J. Hill

Grantor(s), hereby convey and warrant to

Rywest Homes, Inc., an Idaho corporation,

Grantee(s), the following described real property in the County of Malheur and State of Oregon free of encumbrances except
as specifically set forth herein:

See Attached Exhibit 'A'

FOR INFORMATION PURPOSES ONLY, THE MAP/TAX ACCT #(S) ARE REFERENCED HERE:

18S4708AD 1700	20919
18S4708AD 1800	20920
18S4708AD 1900	20921
18S4708AD 2000	20922, 20923

The true and actual consideration for this conveyance is \$362,500.00.

The above-described property is free of encumbrances except all those items of record, if any, as of the date of this deed and
those shown below, if any:



THIS SPACE RESERVED FOR RECORDER'S USE

After recording return to:
Malheur County Title Company

Until a change is requested all tax statements shall be
sent to the following address:

Rywest Homes, Inc., an Idaho corporation
Rywest Homes, Inc. Attn: Tim Davis, PO Box 950
Fruitland, ID 83619
File No. 535167AM

STATUTORY WARRANTY DEED

Riley J. Hill

Grantor(s), hereby convey and warrant to

Rywest Homes, Inc., an Idaho corporation,

Grantee(s), the following described real property in the County of Malheur and State of Oregon free of encumbrances except as specifically set forth herein:

See Attached Exhibit 'A'

FOR INFORMATION PURPOSES ONLY, THE MAP/TAX ACCT #(S) ARE REFERENCED HERE:

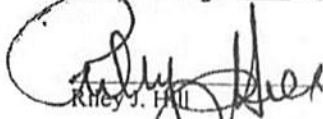
18S4708AD 1700	20919
18S4708AD 1800	20920
18S4708AD 1900	20921
18S4708AD 2000	20922, 20923

The true and actual consideration for this conveyance is \$362,500.00.

The above-described property is free of encumbrances except all those items of record, if any, as of the date of this deed and those shown below, if any:

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

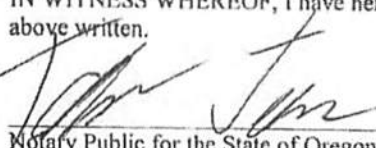
Dated this 8 day of April 2022


Riley J. Hill

State of Oregon } ss
County of Malheur }

On this 8 day of April, 2022, before me, The undersigned a Notary Public in and for said state, personally appeared Riley J. Hill, known or identified to me to be the person(s) whose name(s) is/are subscribed to the within Instrument and acknowledged to me that he/she/they executed same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.


Notary Public for the State of Oregon
Residing at: Ontario
Commission Expires: 5/5/25

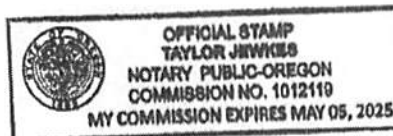
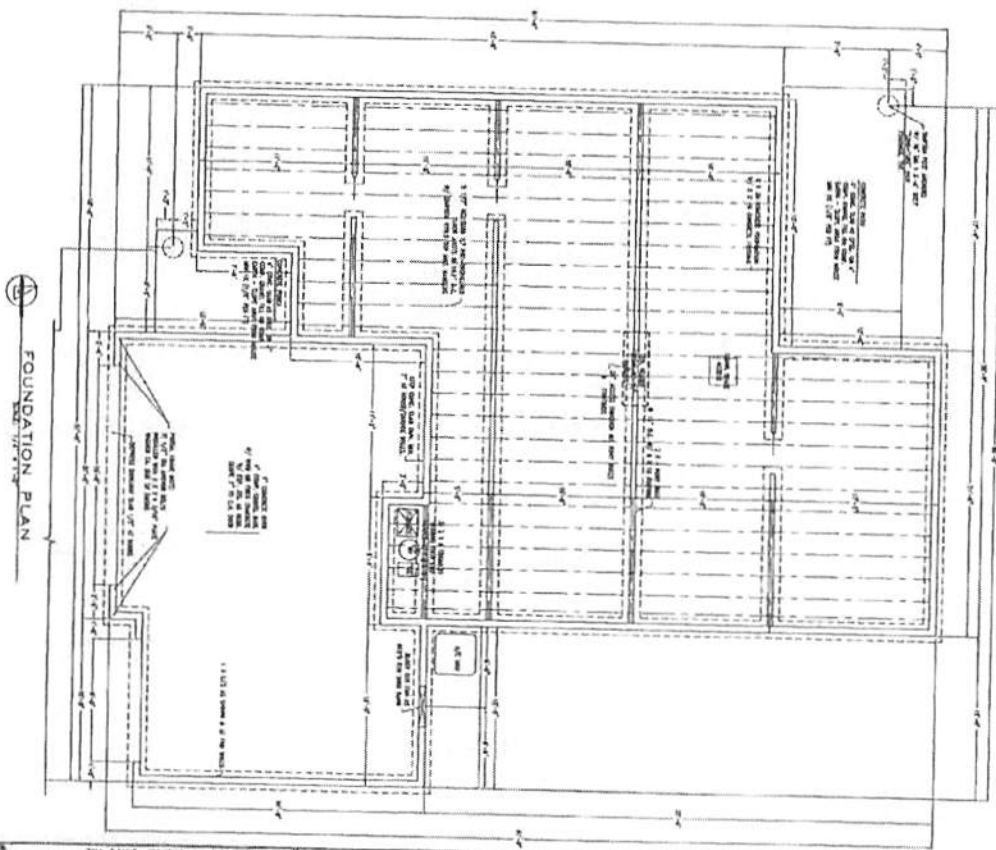
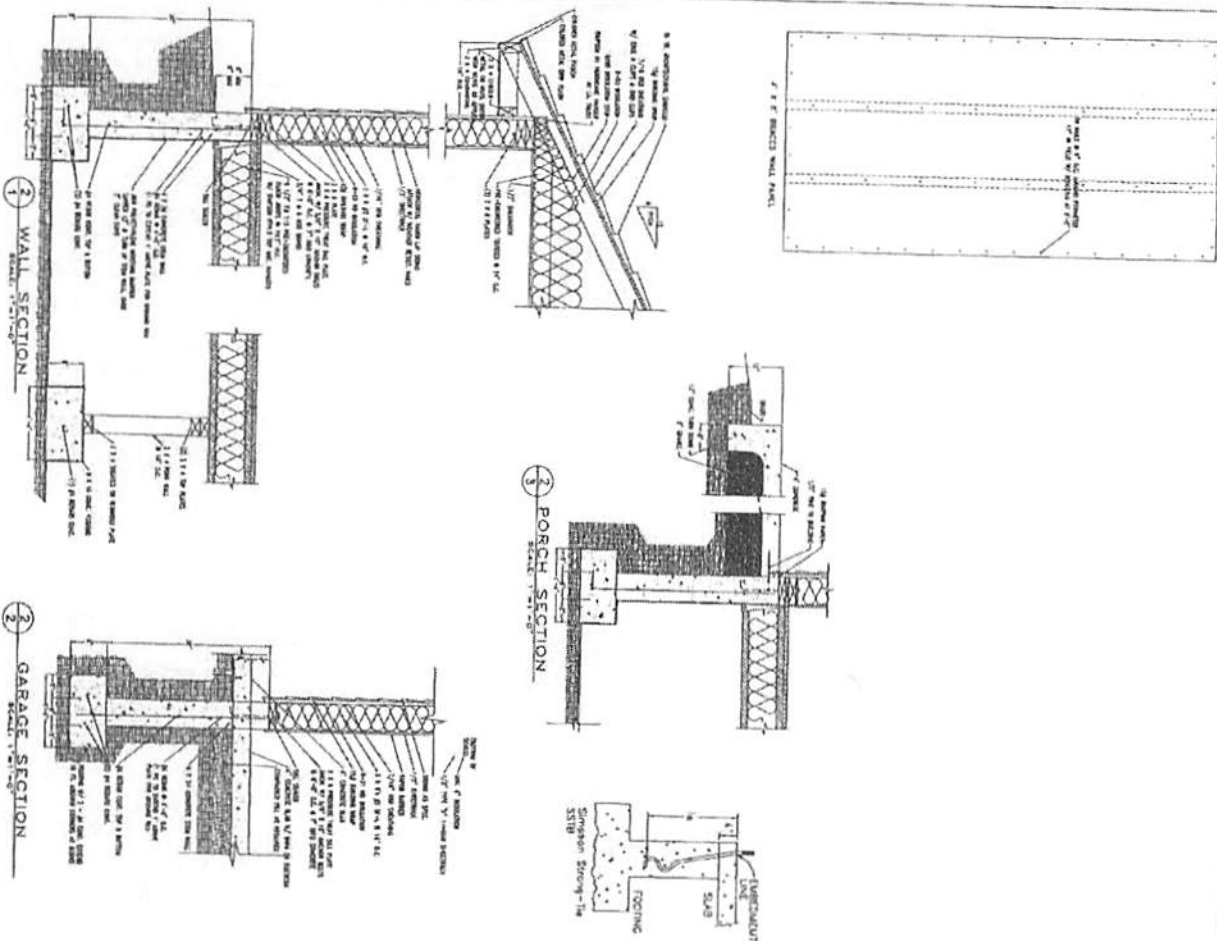


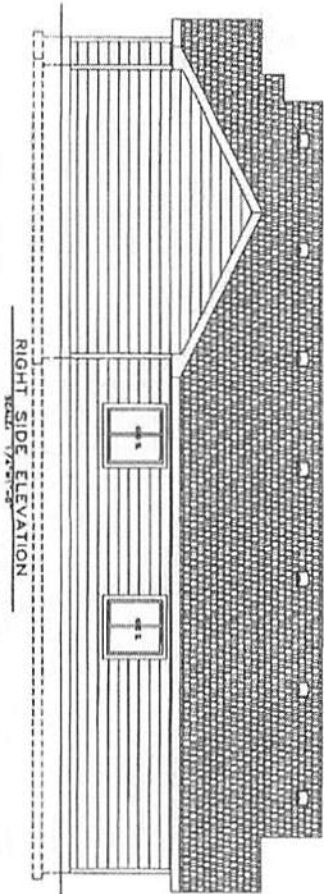
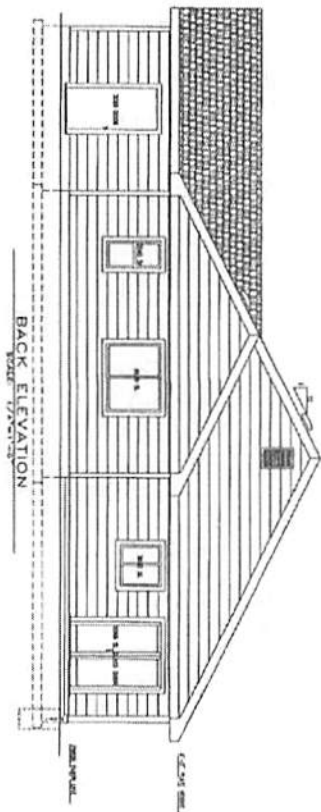
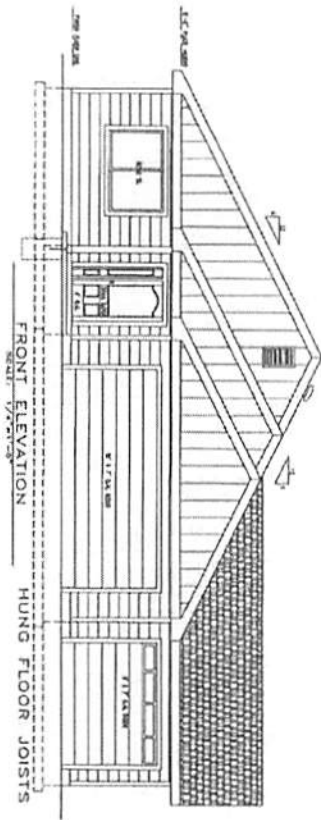
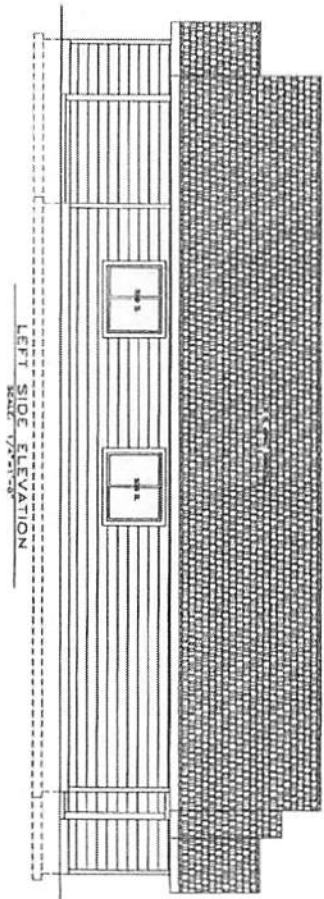
EXHIBIT 'A'

File No. 535167AM

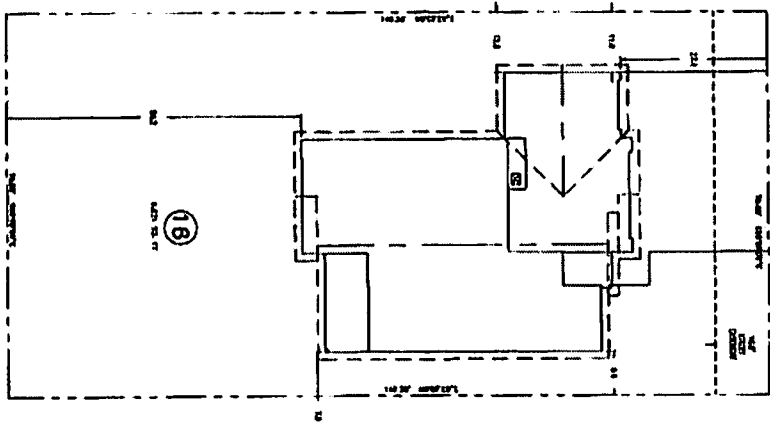
Land in HARRAH HEIGHT SUBDIVISION, City of Ontario, Malheur County, Oregon, according to the Official Plat thereof, as follows:

Lot(s) 14, 15, 16, 17 and 18





SKOOKUM DRIVE



HARRAH HEIGHTS SUBDIVISION
OF THE S1/2 SW1/4, SE1/4 NE1/4 AND THE SW1/4 NE1/4
OF SECTION 8, TOWNSHIP 18 S., RANGE 47 E., W.M.,
CITY OF ONTARIO, MALHEUR COUNTY, OREGON

Rywest Homes Inc.
dream • design • build



**AGENDA REPORT
CONSENT AGENDA
May 28, 2024**

To: Mayor and City Council

FROM: Kari Ott, Finance Director

THROUGH: Danny K. Cummings, City Manager

SUBJECT: **HOUSING INCENTIVE PROGRAM: DAVID THOMPSON (58-2024)**

DATE: May 22, 2024

PROPOSED MOTION:

I MOVE THE CITY COUNCIL APPROVE THE APPLICATION BY DAVID THOMPSON AT REITER DRIVE TAX LOT 21, MAP #184704BC FOR THE ONTARIO HOUSING INCENTIVE PROGRAM IN THE AMOUNT OF \$10,000.

SUMMARY:

David Thompson, submitted an application for \$10,000 from the Housing Incentive Program.

The property is located at Reiter Drive, Tax Lot 21, Map#184704BC

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

BACKGROUND:

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

CURRENT SITUATION:

DAVID THOMPSON is requesting approval of an application for the \$10,000.00 Incentive on a new home to be located at Reiter Drive being Tax Lot 21, Map #184704BC. The proposed Dwelling will be 1,878 Square feet with two (2) bathrooms and a three (3) car garage. The application was deemed to be complete by the Community Development Director and meeting or exceeding the minimum requirements of Section 11 of the Business Loan Fund code and was forwarded to the Committee for their review and recommendation. The Business Loan Fund Committee recommended the loan for approval by the Council on February 14, 2024.

ANALYSIS:

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

ALTERNATIVES:

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

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

RECOMMENDATION:

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

ATTACHMENTS:

1. 58-2024 - David Thompson (1)



Permit # 12634

RECEIVED
2.12.24**City of Ontario, Oregon**
Housing Incentive Program ChecklistApplicant: David Thompson Date: 2-8-24Site Address or Tax Lot: Lot 21- Reiter Dr. Ontario, OregonApplication Number: 58-2024 (City Use Only)Sage Ridge Place
Subdivision**Application Information: (Applicant or Staff)**

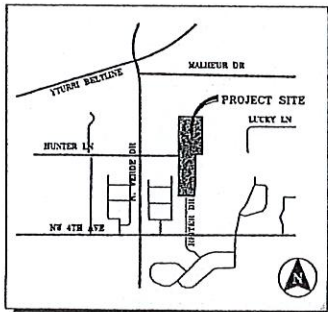
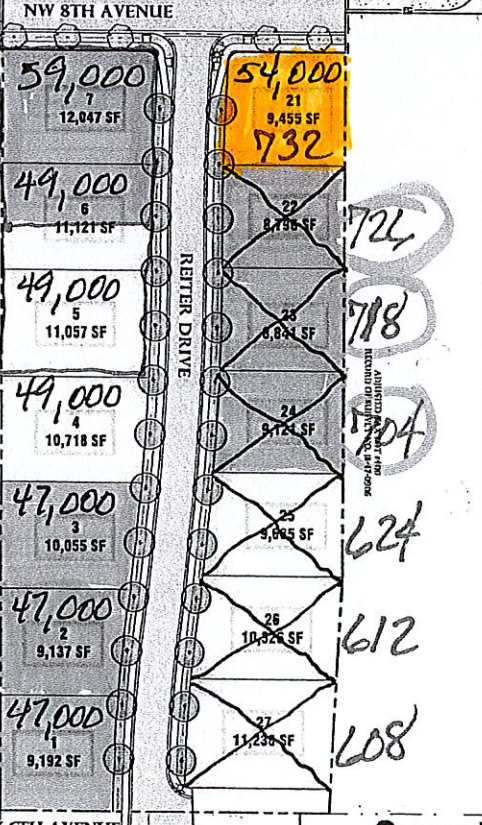
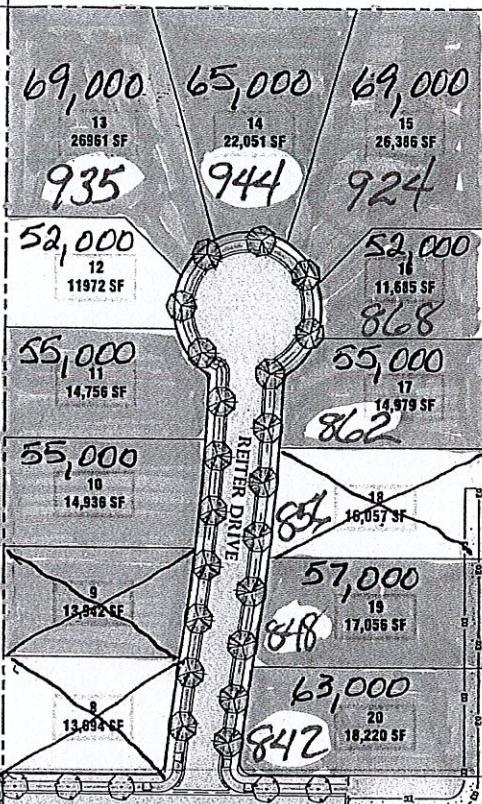
- ☒ Completed Application Signed & Dated: _____
- ☒ Documentation showing funding: Self
- ☒ Within City Limits
- ☒ In Urban Growth Boundary Annexation Application filed: _____
- ☒ Floor Plan or description describing minimum square footage:
 - 1. House Square footage: 1878
 - 2. Number of Baths: 2
 - 3. Size of Garage: 934
- ☒ Description of Property of Home:
 - 1. Tax Lot map & Number: 184704BC - Lot 21 Sage Ridge Place
 - 2. Copy of Deed: yes
 - 3. Or written description: _____
- ☒ Completed W-9 Taxpayer Form.

Process Completed: (Staff Use Only below)

- ☒ PDAC (if Required) date Completed: N/A
- ☒ Community Development Director approval date: 2/12/24
- ☒ Forwarded to Business Loan Fund Committee: 2/12/24
- ☐ BLF Committee forwards recommendation to City Manager: _____
- ☐ City Council Approval or Denial: _____
- ☐ City Manager signs application signifying Council Approval: _____
- ☐ Application submitted to Finance for tracking: _____
- ☐ Certificate of Occupancy issued (within 2 yrs. of Council approval): _____
- ☐ Proof of Owner Occupancy (must be within 1 yr. of C of O): _____
- ☐ Payment made to Owner: _____

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

UNPLATTED



RACHEL AVENUE

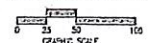
NW 6TH AVENUE

HAYDEN DRIVE

NW 6TH AVENUE

Sage Ridge Place

Ontario, Oregon



VILLAGE ADDITION
DIST. NO. 26193
BOOK 4, PAGE 6

ADDRESS IN RED

After recording return to:
Malheur County Title Company, Inc.
81 South Oregon Street
Ontario, OR 97914

Until a change is requested all tax statements shall be sent
to the following address:

David Thompson
P.O. Box 736
ONTARIO, OR 97914

File No.: 33285 E
Date: January 10, 2019

THIS SPACE RESERVED FOR RECORDER'S USE

MALHEUR COUNTY, OR 2019-0094
D-ST WD 01/10/2019 02:26:00 PM
Cnt=1 Pgs=1 \$92.00
I, Gayle V. Trotter, County Clerk for Malheur County, Oregon certify
that the instrument identified herein was recorded in the Clerk
records.
Gayle V. Trotter - County Clerk

STATUTORY WARRANTY DEED

SAGE RIDGE PLACE, LLC, an Oregon limited liability company, Grantor, conveys and warrants
to, DAVID THOMPSON, Grantee, the following described real property free of liens and
encumbrances, except as specifically set forth herein:

Land in SAGE RIDGE PLACE SUBDIVISION, City of Ontario, Malheur County, Oregon,
according to the Official Plat thereof, as follows:

Lot 21.

Account No.: 20637 Code No.: 1 Map No.: 18S4704BC Tax Lot No.: 110

This property is free from liens and encumbrances, EXCEPT:

Current general taxes, easements, restrictions and rights of way, if any, affecting title, which may appear in the
public record, including those shown on any recorded plat or survey.

The true consideration for this conveyance is \$54,000.00 (Here comply with requirements of ORS 93.030)

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

Dated this 10 day of January, 2019.

SAGE RIDGE PLACE, LLC

By Ralph E. Poole
Ralph E. Poole, member

STATE OF OREGON County of Malheur)ss

On January 10, 2019, personally appeared before me, Ralph E. Poole, member of Sage
Ridge Place, LLC, who acknowledged to me that he executed the same by authority and on
behalf of said limited liability company.



Deborah L. Jerman
Notary Public for Oregon
My Commission Expires: 6-5-20

RECEIVED
N.E.E.D

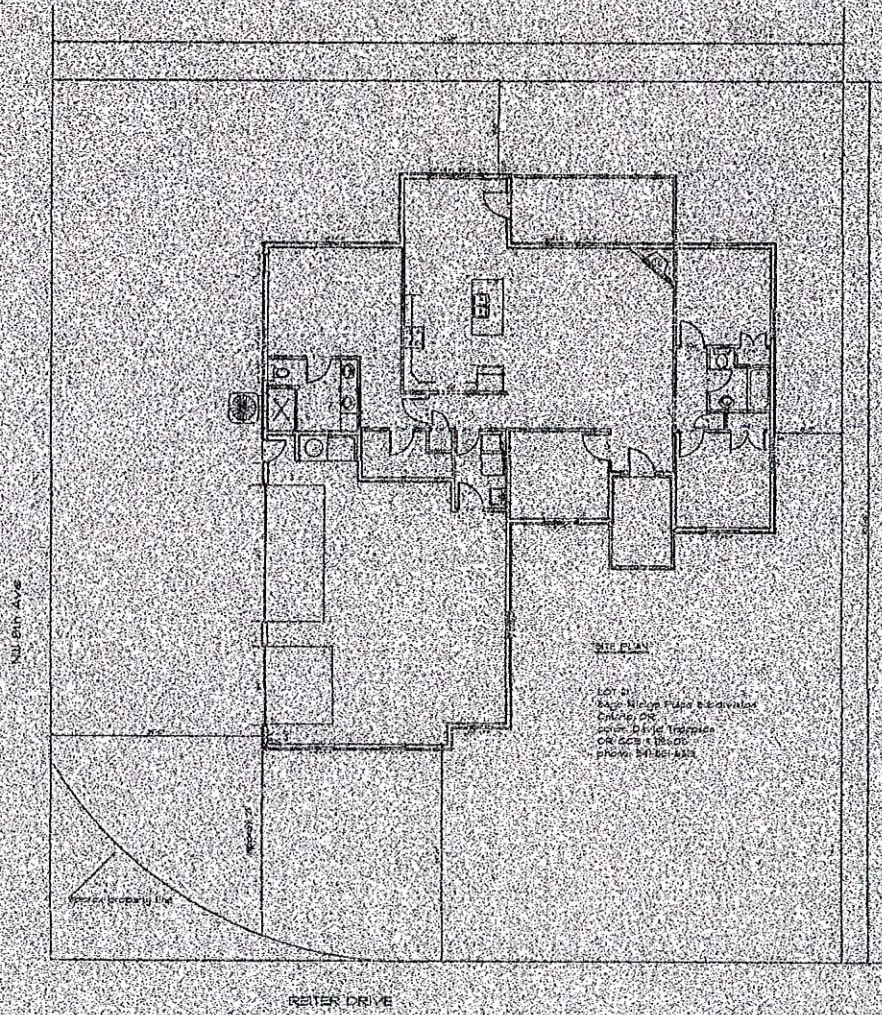
REVIEWED FOR CODE COMPLIANCE

Building Permit No. 14654
Address: 133 Keller Dr. (Lot 21)

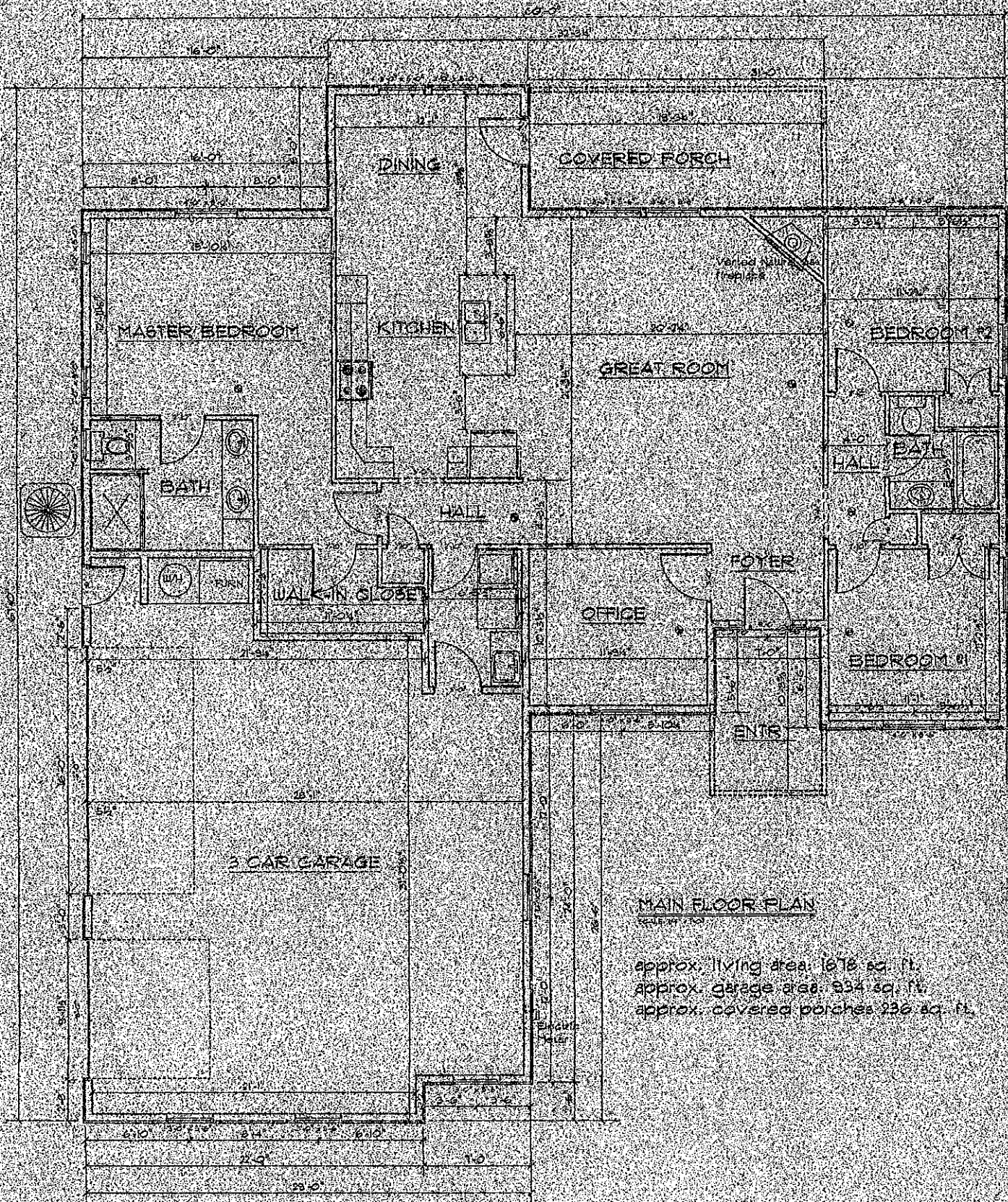
By: _____ Date: _____

Issued: January 2004-58

Seagoville Subdivision

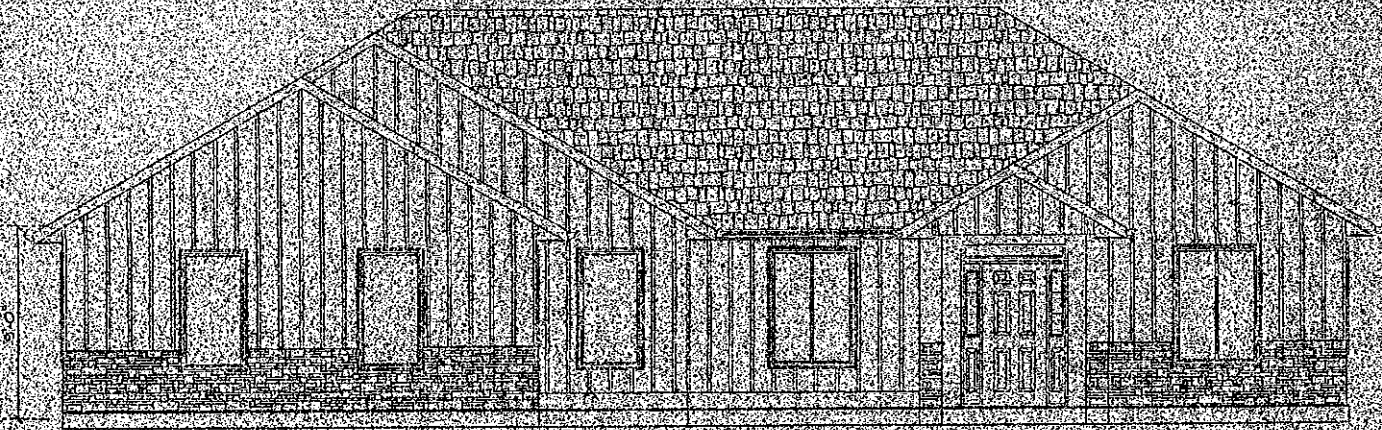


David - Thompson

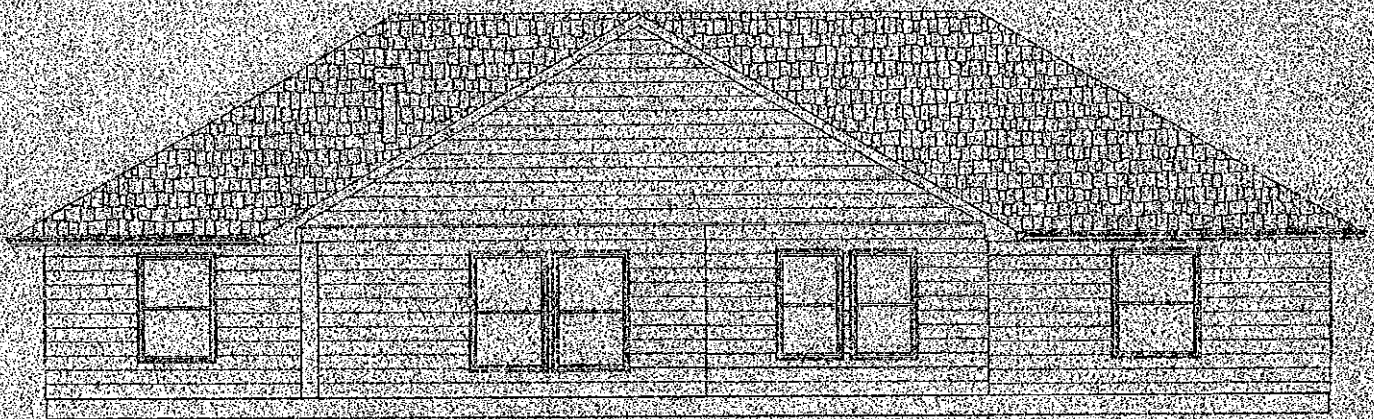


MAIN FLOOR PLAN
SCALE: 1/4" = 1'-0"

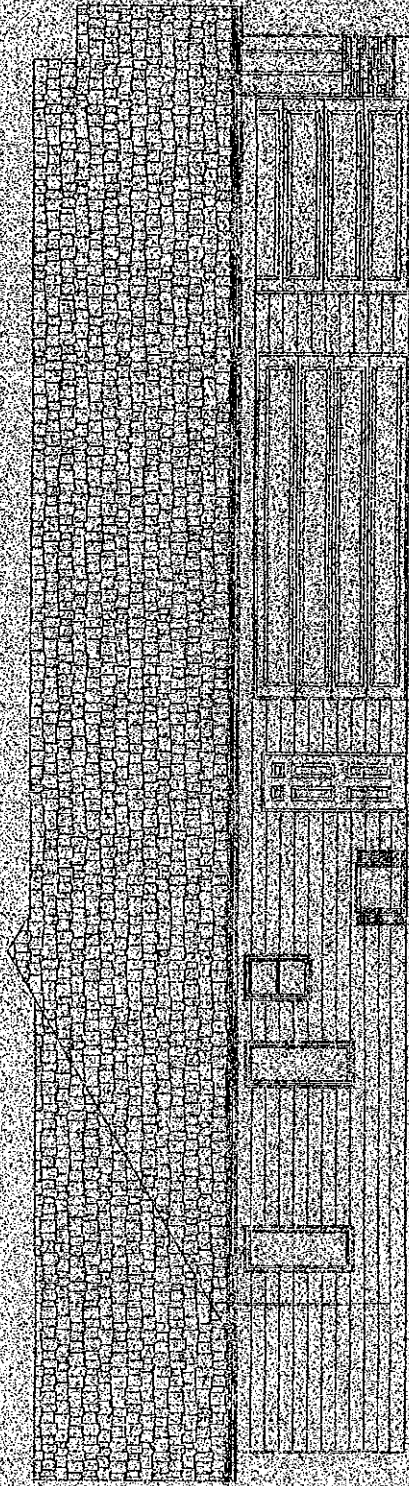
approx. living area: 1878 sq. ft.
approx. garage area: 234 sq. ft.
approx. covered porches: 236 sq. ft.



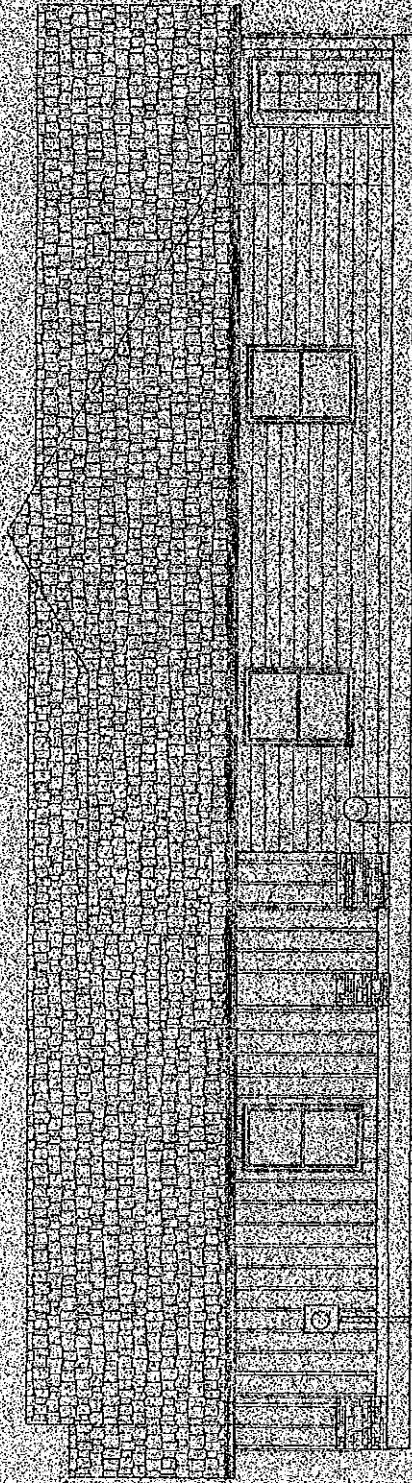
FRONT ELEVATION



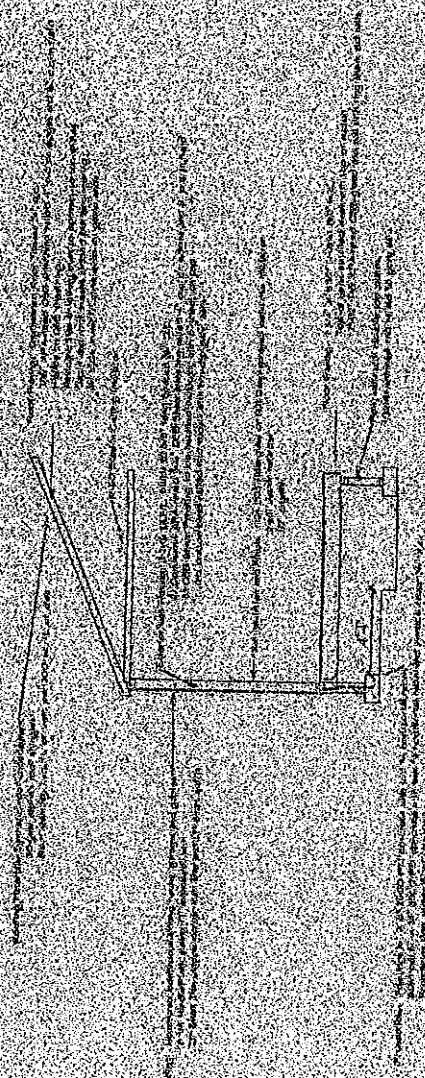
REAR ELEVATION



LEFT ELEVATION

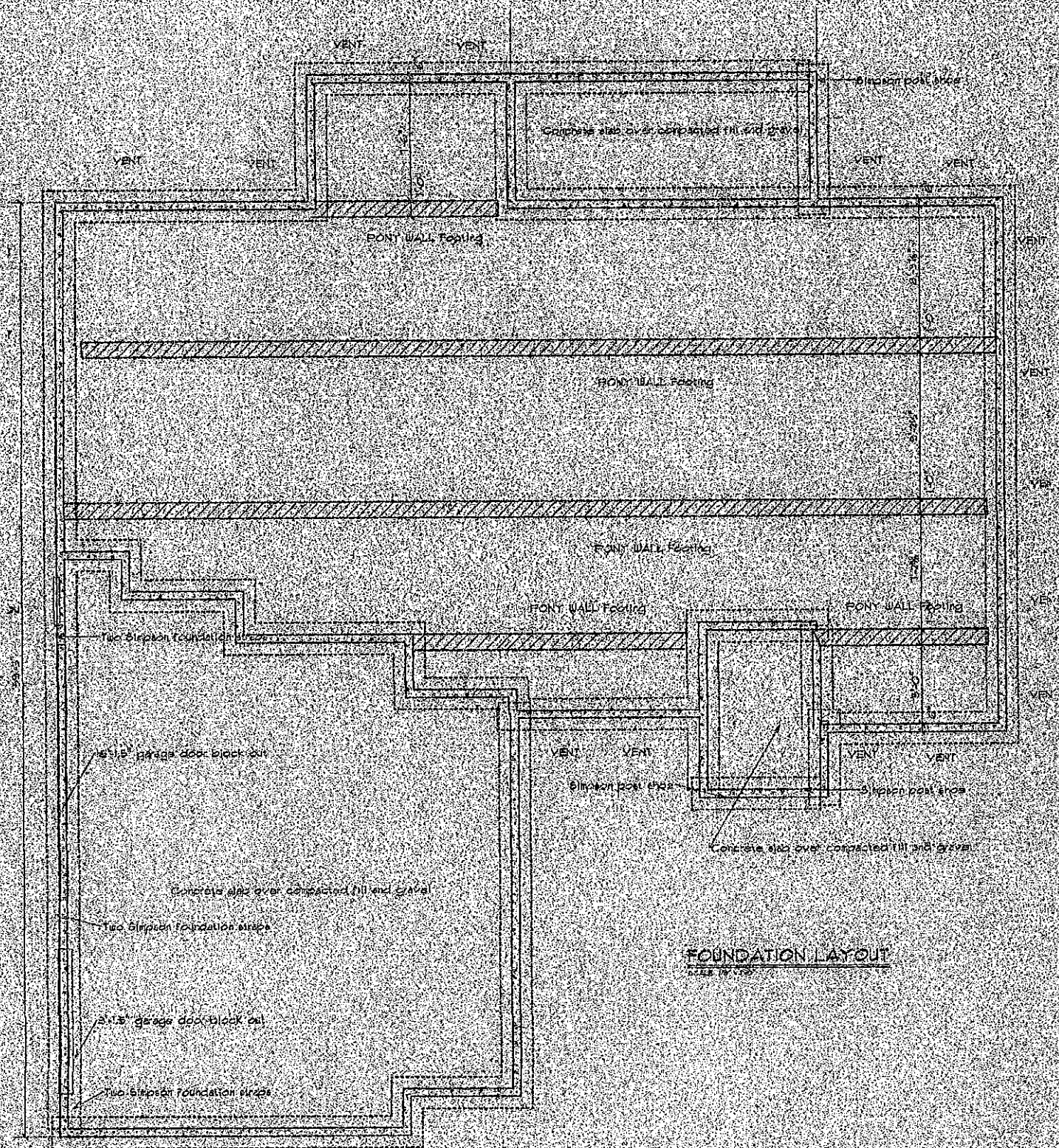


RIGHT ELEVATION



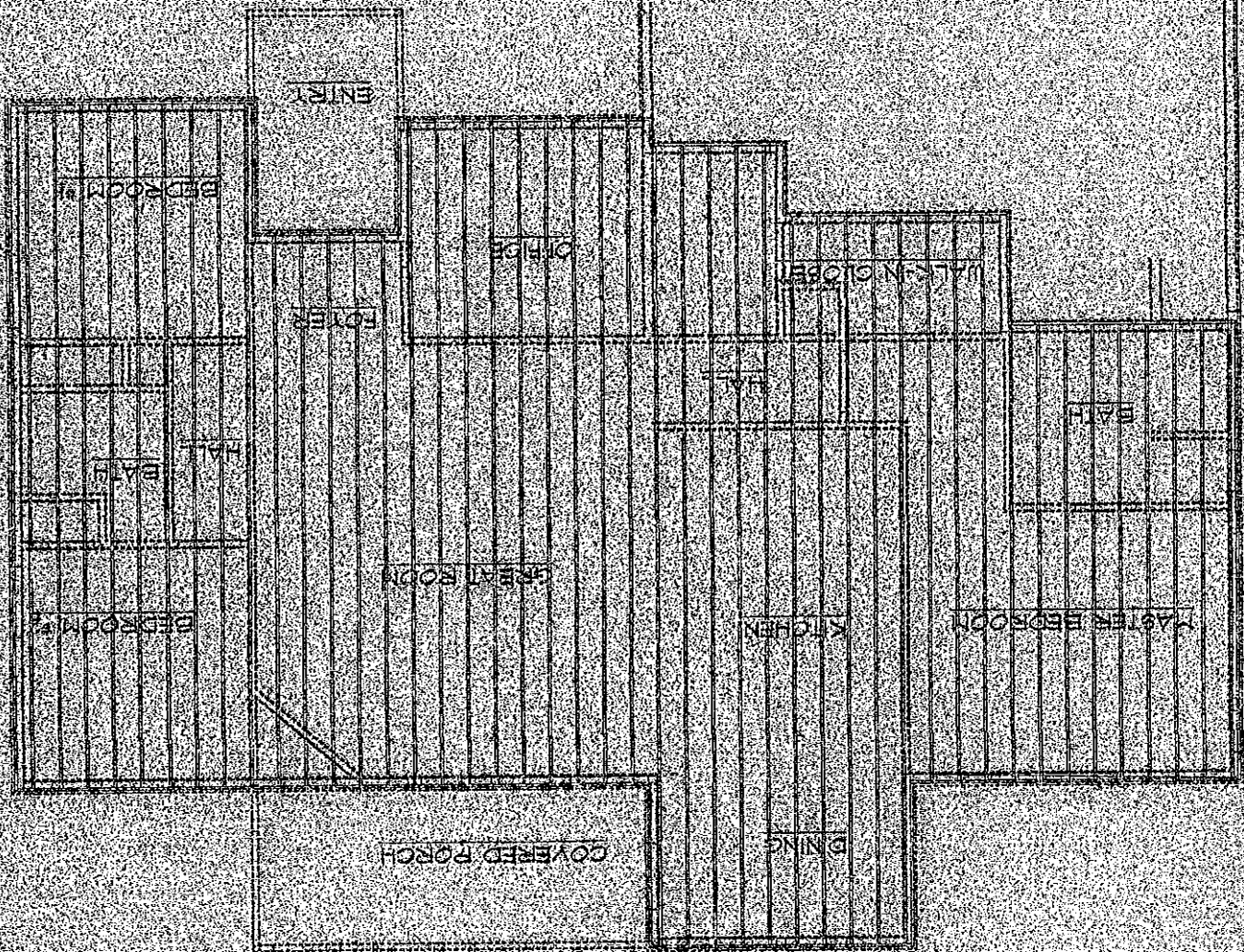
SECTION 22-11-10

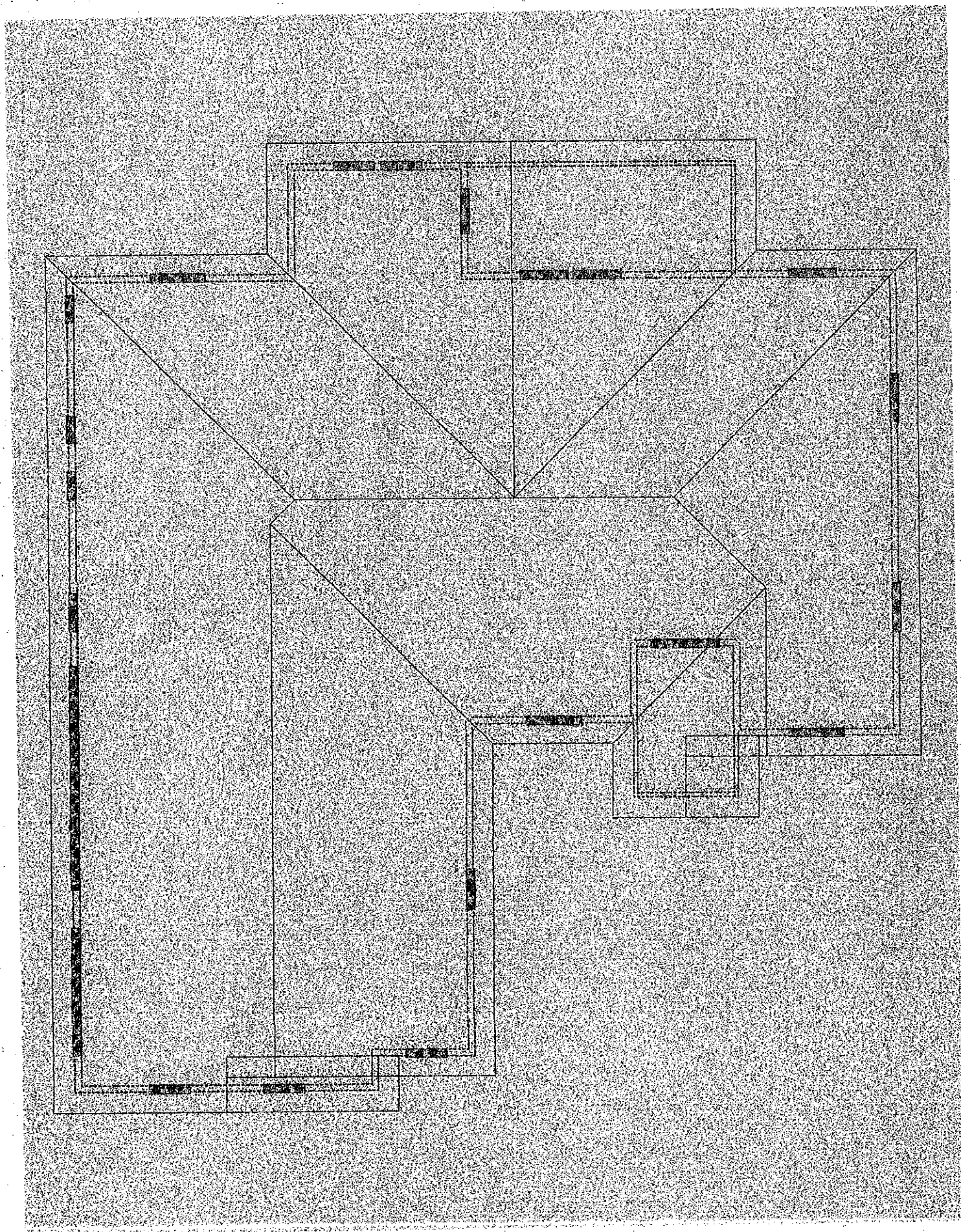
STRUCTURAL LAYOUT



FLOOR JOIST FRAMING PLAN

2 CAR GARAGE







**AGENDA REPORT
CONSENT AGENDA
May 28, 2024**

To: Mayor and City Council

FROM: Kari Ott, Finance Director

THROUGH: Danny K. Cummings, City Manager

SUBJECT: **HOUSING INCENTIVE PROGRAM: NUNO HOMES, LLC (59-2024)**

DATE: May 22, 2024

PROPOSED MOTION:

I MOVE THE CITY COUNCIL APPROVE THE APPLICATION BY NUNO HOMES LLC AT 790 SE 6TH STREET FOR THE ONTARIO HOUSING INCENTIVE PROGRAM IN THE AMOUNT OF \$10,000.

SUMMARY:

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

The property is located at 790 Se 6th Street.

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

BACKGROUND:

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

CURRENT SITUATION:

NUNO HOMES LLC is requesting approval of an application for the \$10,000.00 Incentive on a new home to be located at 790 sE 6th Street, being Tax Lot \$ Map # 2505. The proposed Dwelling will be 1,645 Square feet with two (2) bathrooms and a two (2) car garage. The application was deemed to be complete by the Community Development Director and meeting or exceeding the minimum requirements of Section 11 of the Business Loan Fund code and was forwarded to the Committee for their review and recommendation. The Business Loan Fund Committee recommended the loan for approval by the Council on May 15, 2024.

ANALYSIS:

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

ALTERNATIVES:

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

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

RECOMMENDATION:

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

ATTACHMENTS:

- 1. 59-2024 Nuno Homes App 790 SE 6th Street (1)
- 2. 59-2024 790 SE 6th Street Plans
- 3. Nuno Homes Subdivision Lots



RECEIVED
4-16-24

City of Ontario, Oregon Housing Incentive Program Checklist

Applicant: NUNO HOMES LLC Date: 4-16-2024

Site Address or Tax Lot: 790 SE 6th St Ontario Oregon 97914

Application Number: 59-2024 (City Use Only)

Application Information: (Applicant or Staff)

- ☐ Completed Application Signed & Dated: _____
- ☐ Documentation showing funding: _____
- ☐ Within City Limits
- ☐ In Urban Growth Boundary Annexation Application filed: _____
- ☐ Floor Plan or description describing minimum square footage:
 - 1. House Square footage: 1645.
 - 2. Number of Baths: 2
 - 3. Size of Garage: 2
- ☐ Description of Property of Home:
 - 1. Tax Lot map & Number: 2505
 - 2. Copy of Deed: 990-800 (2020) 221 2020/4 only
 - 3. Or written description: _____
- ☒ Completed W-9 Taxpayer Form. W-9 0-9 2020/9 0040

Process Completed: (Staff Use Only below)

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

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



THIS SPACE RESERVED FOR RECORDER'S USE

After recording return to:
AmeriTitle LLC

Until a change is requested all tax statements shall be
sent to the following address:

Nuno Homes LLC

24009 Wagner Road
Caldwell, ID 83407

File No. 827023AM

MALHEUR COUNTY, OR	2022-0759
D-ST WD	
02/23/2022 02:47:01 PM	
Cnt=1 Pgs=2	\$97.00
I, Gayle V. Trotter, County Clerk for Malheur County, Oregon certify that the instrument identified herein was recorded in the Clerk records.	
Gayle V. Trotter - County Clerk	

STATUTORY WARRANTY DEED

Hector Omar Torres Sanchez

Grantor(s), hereby convey and warrant to

Nuno Homes LLC, an Oregon limited liability company

Grantee(s), the following described real property in the County of Malheur and State of Oregon free of encumbrances except
as specifically set forth herein:

Land in the City of Ontario, Malheur County, Oregon, as follows:

In Twp. 18 S., R. 47 E., W.M.:

Sec. 10: A parcel within the SW1/4 SW1/4 NE1/4 of said Section 10, and Blocks 219 and 220 of Wilson's
Supplemental Plat within the SE1/4 SE1/4 NW1/4 of said Section, more particularly described as follows:

Parcel No. 1 of Partition Plat No. 17-04, recorded April 18, 2017, Instrument No. 2017-1319, Malheur
County Records.

FOR INFORMATION PURPOSES ONLY, THE MAP/TAX ACCT #(S) ARE REFERENCED HERE:

18S4710AC 2501 20695

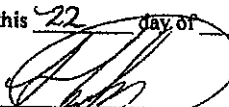
The true and actual consideration for this conveyance is \$180,000.00.

The above-described property is free of encumbrances except all those items of record, if any, as of the date of this deed and
those shown below, if any:

2022-0759

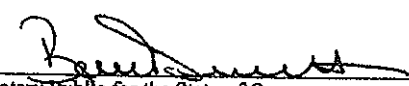
BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2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

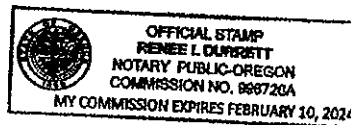
Dated this 22 day of February, 2022


Hector Omar Torres Sanchez

State of Oregon } ss
County of Malheur }

On this 22 day of February, 2022, before me, the undersigned a Notary Public in and for said state, personally appeared Hector Omar Torres Sanchez, known or identified to me to be the person(s) whose name(s) is/are subscribed to the within Instrument and acknowledged to me that he/she/they executed same.
IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.


Notary Public for the State of Oregon
Residing at: Waco, OR
Commission Expires: 2/10/24



THE CLEMENTINE

Custom Home By ~ Nuno Homes

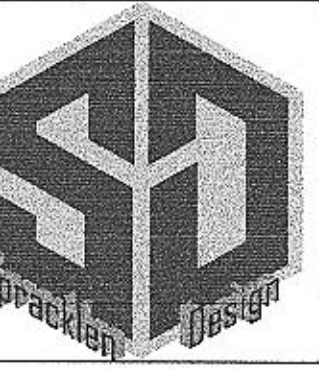
PROJECT INFORMATION:

SCOPE OF WORK:

CONSTRUCTION OF SINGLE FAMILY DWELLING AND ALL SITE WORK, INCLUDING ATTACHED GARAGE, UTILITIES, PATIOS AND DRIVEWAY.

LEGAL DESCRIPTION:

LOT: 4
BLOCK: 1
BAJA CREEK SUB.



Spracklen Drafting & Design

Richard Spracklen
Chief Designer
(208) 871-5704
5009 E Orchard Ave.
Nampa, Idaho 83887
richard@spracklendrafting.com
www.spracklendesign.com



Nuno Homes

Jamie Nuno
General Contractor
(208) 608-0072
jnunchomes@gmail.com

THE CLEMENTINE

123 1st. Ave. N
ABC City, State 83687
LOT: 4 BLOCK: 1
BAJA CREEK SUB.

The contractor shall verify all levels, datums and dimensions prior to commencement of work. All errors and omissions must be reported to Spracklen Drafting & Design LLC immediately.

Contractor or client must have all beams, footings, bearing items & calculations approved by local building department, engineer and or lumber supply company if they wish to verify the work of Spracklen Drafting & Design LLC.

This drawing is the exclusive property of Spracklen Drafting & Design LLC and must not be reproduced in any way without their written permission.

CLASS: ABSTRACT

DRAWING TITLE: COVER

SHEET NO: B-1

PROJECT STATUS: DESIGN DEVELOPMENT

Saturday, April 13, 2024 SHEET INDEX

ABSTRACT
B-1 COVER
C-1 SITE PLAN
HOUSE PLANS
A-1 FOUNDATION & FLOOR FRAMING
A-2 MAIN LEVEL
A-3 ELEVATIONS
A-4 ELEVATIONS
A-5 SECTIONS
A-6 DETAIL DRAWING
A-7 WALL BRACING & LIGHTING
ROOF PLANS
R-1 ROOF PLAN

RECEIVED
N41624

Revised Plans
Construction Set

REVIEWED FOR CODE COMPLIANCE

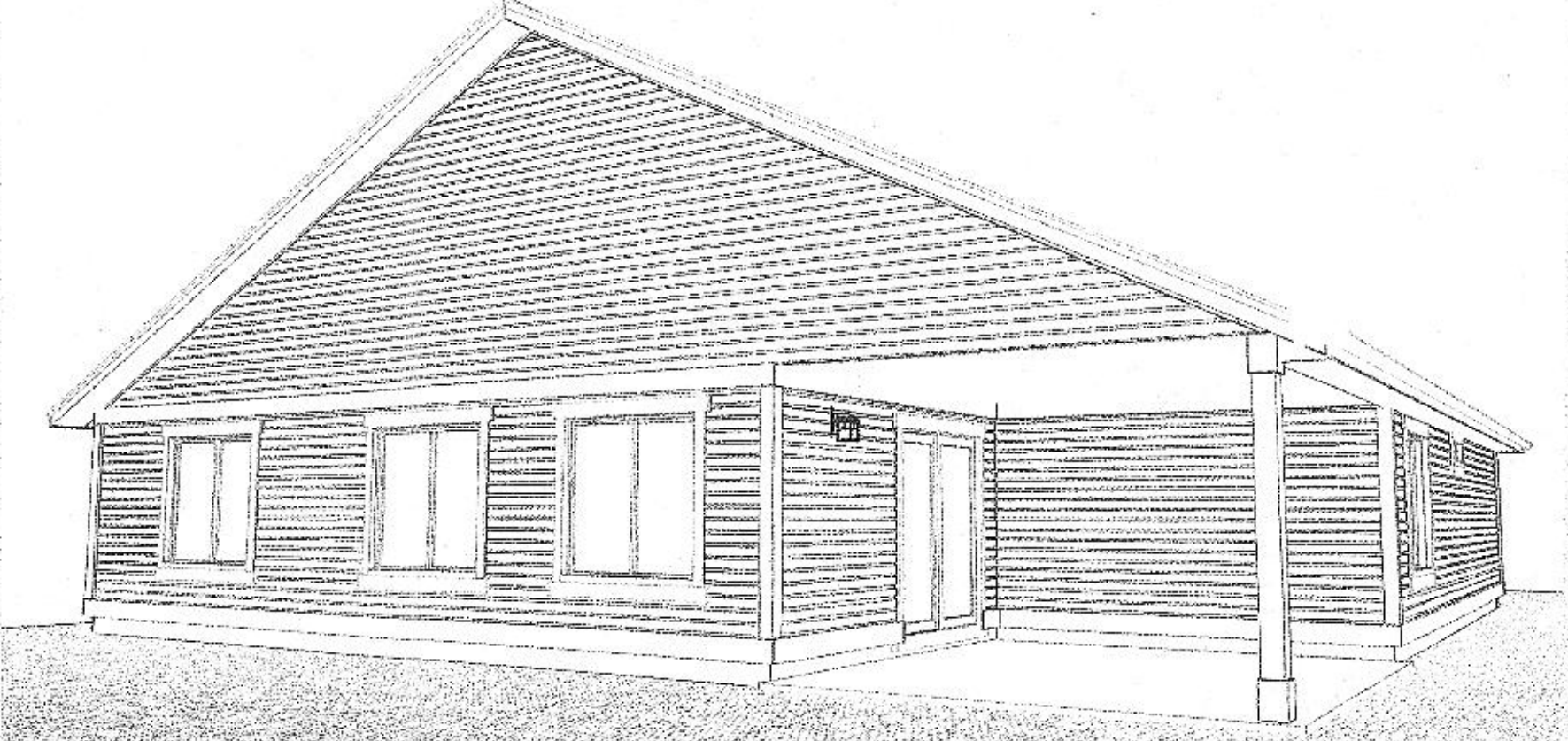
Building Permit No. 12637

Address: 790 SE 6th St.

By: _____ Date: _____

Housing Incentive: SA-2024

COPY

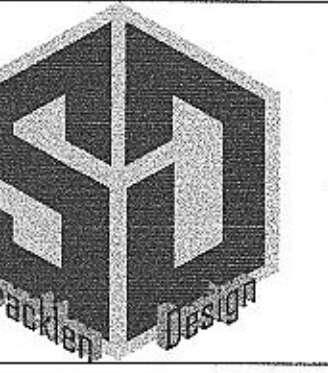


AREA TABULATIONS:

AREAS	OTHER	LIVING
MAIN LEVEL	---	1,645.14
GARAGE	483.28	---
COVERED PATIO	290.80	---
		1,645.14 ft ²

STRUCTURAL DESIGN CRITERIA:

TABULATED LOADS	DEAD LOADS PSF	LIVE LOADS PSF	TOTALS		
FLOOR	12.00	40.00	52.00		
FLOOR TOTAL			52.00		
ROOF	19.00	0.00	19.00		
SNOW		25.00	25.00		
TILE ROOF	0.00		0.00		
ROOF TOTAL			44.00		
COMBINED TOTALS			96.00		
1. SEISMIC DESIGN CATEGORY: C					
2. ASSUMED SOIL BEARING: 1500.00 pcf					
3. CLIMATE ZONE: 6					
4. FROST LINE: 24"					
5. WIND EXPOSURE CATEGORY: B					
6. ULTIMATE DESIGN WIND SPEED: 115 MPH					
STRUCTURAL DESIGNS IN ACCORDANCE WITH IRC 2018 DESIGN CRITERIA.					
ROOF TO BE DESIGNED FOR LIVE LOAD OR SNOW LOAD, WHICHEVER IS GREATER					
PRESCRIPTIVE PATH BY COMPONENT					
CLIMATE	WIND	CEILING	EXTERIOR WALL	FLOOR SYSTEM	CRAWL
ZONE	U-VALUE	R-VALUE	R-VALUE	R-VALUE	SPACE
6	29	49	21	30	UN-VENTED



Spracklen Drafting & Design
Richard Spracklen
Chief Designer
(208) 871-5704
5009 E Orchard Ave.
Nampa, Idaho 83687
richard@spracklendrafting.com
www.spracklendesig.com



Nuno Homes
Jamie Nuno
General Contractor
(208) 608-0072
jnunohomes@gmail.com

THE CLEMENTINE
123 1st Ave. N
ABC City, State 83687
LOT: 4 BLOCK: 1
BAJA CREEK SUB.

The contractor shall verify all levels, datums and dimensions prior to commencement of work. All errors and omissions must be reported to Spracklen Drafting & Design LLC immediately.

Contractor or client must have all beams, footings, bearing items & calculations approved by local building department, engineer and or lumber supply company if they wish to verify the work of Spracklen Drafting & Design LLC.

This drawing is the exclusive property of Spracklen Drafting & Design LLC and must not be reproduced in any way without their written permission.

CLASS:

CIVIC

DRAWING TITLE:

SITE PLAN

SHEET NO:

C-1

PROJECT STATUS:

DESIGN DEVELOPMENT

Saturday, April 13, 2024

SHEET INDEX

ABSTRACT

B-1 COVER

CIVIC

C-1 SITE PLAN

HOUSE PLANS

A-1 FOUNDATION & FLOOR FRAMING

A-2 MAIN LEVEL

A-3 ELEVATIONS

A-4 ELEVATIONS

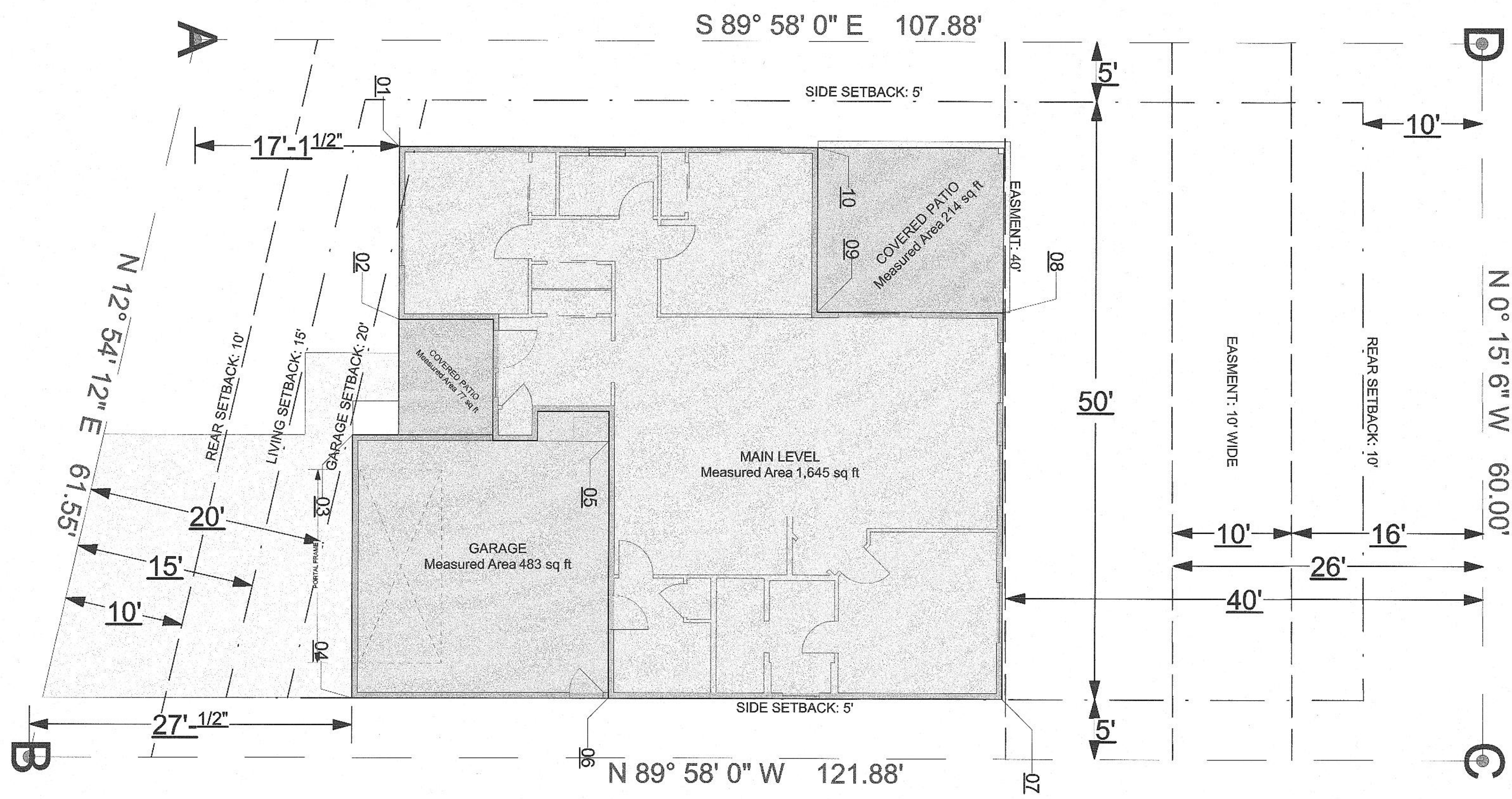
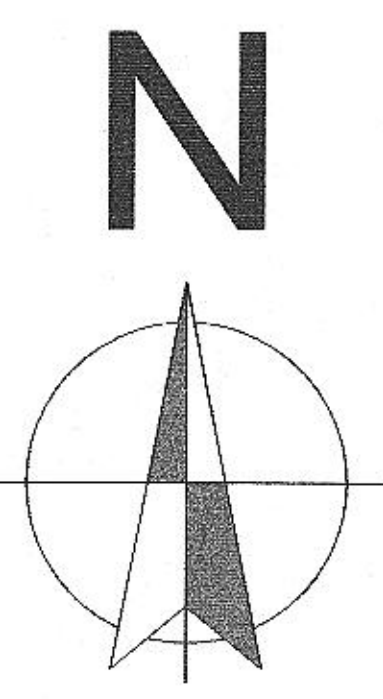
A-5 SECTIONS

A-6 DETAIL DRAWING

A-7 WALL BRACING & LIGHTING

ROOF PLANS

R-1 ROOF PLAN



PLAT CORNERS TABLE		
A-Ω	#	LENGTH
A	01	19'-4"
A	02	28'-11 1/2"
A	03	35'-7"
A	04	56'-7"
A	05	48'-4"
A	06	65'-1"
A	07	87'-4"
A	08	71'-6"
A	09	56'-11"
A	10	53'
B	01	59'-8"
B	02	47'-11"
B	03	38'-2 1/2"
B	04	27'-6"
B	05	55'-3 1/2"
B	06	48'-9 1/2"
B	07	81'-8 1/2"
B	08	89'-8"
B	09	75'-9 1/2"
B	10	83'-5"
C	01	104'-4 1/2"
C	02	98'-1 1/2"
C	03	98'-7 1/2"
C	04	94'-11 1/2"
C	05	78'
C	06	73'-6"
C	07	40'-8"
C	08	55'
C	09	67'-3"
C	10	75'-9 1/2"
D	01	91'-2"
D	02	93'-8"
D	03	100'-1 1/2"
D	04	109'-4 1/2"
D	05	80'-4"
D	06	91'-5"
D	07	68'
D	08	46'
D	09	60'-1 1/2"
D	10	56'-4"

2.00 EXTERIOR FOOTINGS
EXTERIOR FOOTINGS ARE 1'-4" X 0'-8" w/(2) #4 REBAR
HORIZONTAL & (1) #4 REBAR VERTICAL @ 6'-0" O.C.

2.02 INTERIOR FOOTINGS
INTERIOR FOOTINGS ARE 1'-2" X 0'-8" UNLESS OTHERWISE
SPECIFIED

2.08 STEM WALLS
STEM WALL TO BE 0'-6" THICK X 2' HIGH. (2) #4 REBAR
HORIZONTAL, 2X6 TREATED SILL PLATE W/ 1/2"x10" ANCHOR
BOLTS @ 6'-0" O.C. & 4" MINIMUM 12" MAXIMUM FROM ALL
CORNERS. KEEP BOLTS AWAY FROM LAPs AND KING STUDS

2.10 PONY WALLS
PONY WALLS ARE 2'X4, 16" O.C. UNLESS OTHERWISE
SPECIFIED

2.23 SPREAD FOOTER
2' X 2' X 0'-8" FOOTER W/ #4 REBAR 12" O.C. IN EACH
DIRECTION W/ 3 1/2" BOTTOM COVER.

2.27 CONC. COLUMN
1'-2" X 1'-2" X 1'-2" CONC. COLUMN. COLUMN TO BE POURED
2" LOWER THAN FLATWORK OR 2" HIGHER THAN GRADE
WHERE THERE IS NO FLATWORK.

2.35 EXTERIOR FLATWORK
4" CONCRETE SLAB W/4" COMPACTED GRAVEL. EXPANSION
JOINTS AS REQUIRED

2.42 UNVENTED CRAWL
IN ACCORDANCE WITH R408.3 EXPOSED EARTH IS COVERED
WITH A CONTINUOUS CLASS I VAPOR RETARDER. JOINTS OF
THE VAPOR RETARDER SHALL OVERLAP BY 6 INCHES AND
SHALL BE SEALED OR TAPED. THE EDGES OF THE VAPOR
RETARDER SHALL EXTEND NOT LESS THAN 6 INCHES UP THE
STEM WALL AND SHALL BE ATTACHED AND SEALED TO THE
STEM WALL OR INSULATION.

2.43 CRAWLSPACE VENTING FAN
CONTINUOUSLY OPERATED MECHANICAL EXHAUST
VENTILATION IN ACCORDANCE WITH R408.3 (2.1) VERIFY ALL
REQUIREMENTS WITH A LICENCED HVAC MECHANIC

2.51 BLOCKOUT ACCESS
2" WIDE BLOCKOUTS @ APPROXIMATELY 12" O.C. ALONG
INTERIOR PONY WALLS & FOOTINGS TO MAKE ENTIRE CRAWL
SPACE ACCESSIBLE.

2.56 POST
POST TO BE 6X6. USE SIMPSON POST BASE & SpostCapHdwr
OR PER BUILDER.

2.60.0 BLOCKOUT
2.60.1 2'-10" WIDE BLOCKOUT FOR SERVICE DOOR
2.60.2 16'-2" WIDE BLOCKOUT FOR OVERHEAD DOOR

2.60.1 BLOCKOUT
PLACE 0-2 1/2" WIDE CONDUIT IN STEMWALL FOR AC LINES.

3.01 SLAB FLOOR
4" CONCRETE SLAB W/4" COMPACTED GRAVEL.

3.07 FLOOR SYSTEM DETAIL

ATTN. TO FRAMERS. ADJUST JOIST SPACING AS NEEDED FOR
PLUMBING DRAIN PIPES.

3.16 MAIN LEVEL FLOOR SYSTEM

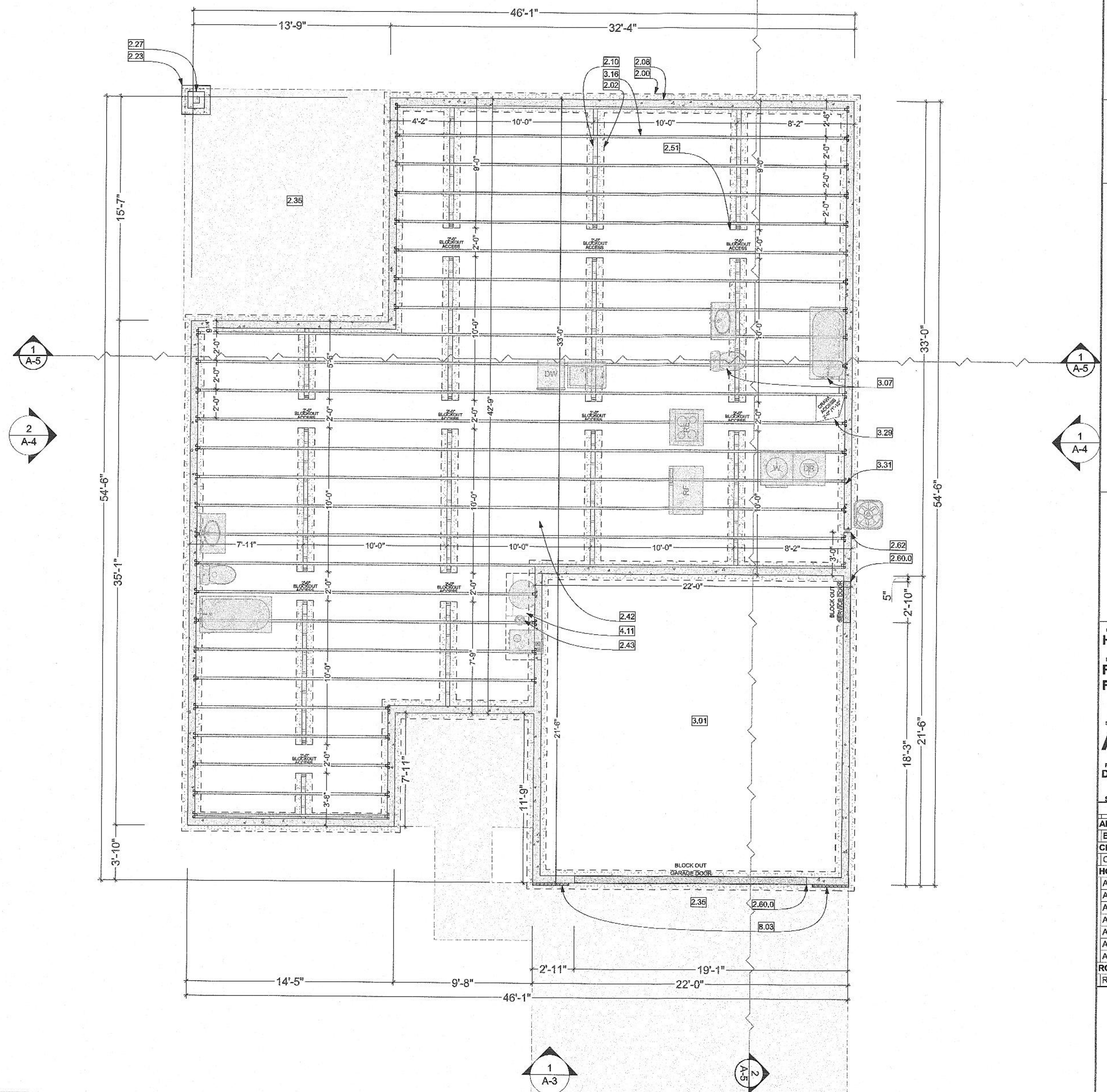
9-1/2" LPI 18 @ 24" O.C. W/3/4" X8G SHEATHING. MINIMUM
24" CLEARANCE BETWEEN BOTTOM OF JOISTS & GROUND. R-
49 BATT INSULATION IN CRAWL

3.29 ACCESS
CRAWL SPACE ACCESS DOOR TO BE 1'-10" X 2' OR MINIMUM
OF 18"x24" CLEAR OPEN SPACE

3.31 JOIST HANGERS
TOP MOUNT JOIST HANGERS (LEAVE MIN. 1/16" BETWEEN
JOIST AND FOUNDATION WALL) PRECISE HANGER TYPE PER
BUILDER.

4.11 GAS FIRED EQUIPMENT
GAS FIRED EQUIPMENT TO BE INSTALLED ON A RAISED
PLATFORM PER IRC

8.03 CS-PF
(2) 1/2"x10" ANCHOR BOLTS REQUIRED @ THIS LOCATION.
SEE DRAWING "CS-PF" ON WALL BRACING PLAN FOR DETAIL.

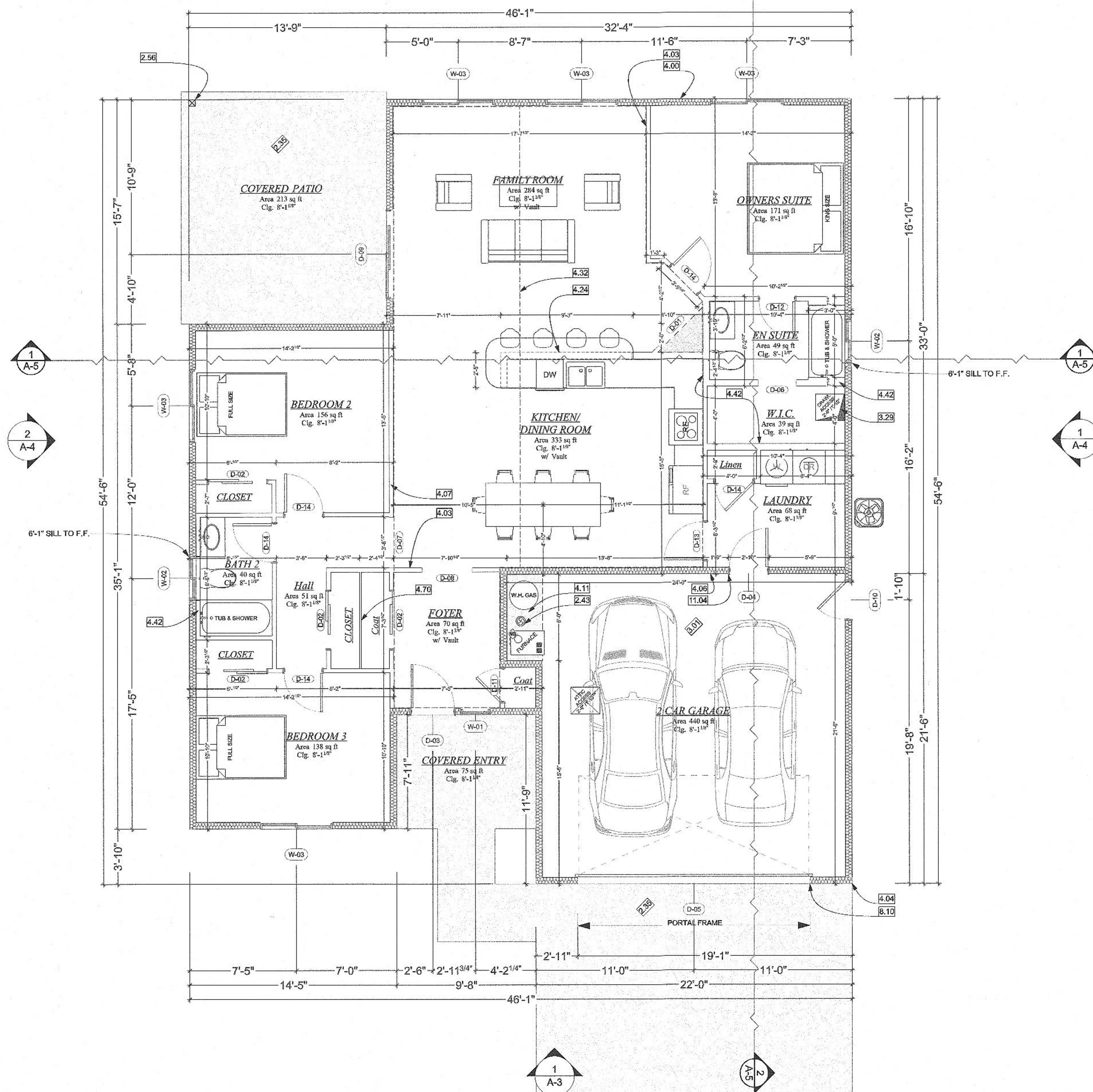


MAIN LEVEL KEYNOTES

- 11.04 FIRE DOOR
SELF CLOSING FIRE DOOR W/20 MINUTE RATING
- 2.35 EXTERIOR FLATWORK
4" CONCRETE SLAB W/4" COMPACTED GRAVEL EXPANSION JOINTS AS REQUIRED
- 2.43 CRAWLSPACE VENTING FAN
CONTINUOUSLY OPERATED MECHANICAL EXHAUST VENTILATION IN ACCORDANCE WITH R408.3 (2.1) VERIFY ALL REQUIREMENTS WITH A LICENCED HVAC MECHANIC
- 2.56 POST
POST TO BE 6X6 USE SIMPSON POST BASE & \$PostCapHrdwr OR PER BUILDER
- 3.01 SLAB FLOOR
4" CONCRETE SLAB W/4" COMPACTED GRAVEL
- 3.29 ACCESS
CRAWL SPACE ACCESS DOOR TO BE 1'-10" X 2' OR MINIMUM OF 18"x24" CLEAR OPEN SPACE
- 4.00 MAIN LEVEL EXTERIOR WALLS TYP.
EXTERIOR WALLS CONSTRUCTION TYP. 8'-1 1/8" PLATE HEIGHT UNLESS NOTED OTHERWISE. 2X6 STUDS 16" O.C. R-21 INSULATION 7/16" SHEATHING. SEE DETAIL DRAWINGS FOR MORE SPECS.
- 4.03 INTERIOR WALLS
INTERIOR WALLS ARE 2X4 NON LOAD BEARING UNLESS OTHERWISE INDICATED
- 4.04 GARAGE WALLS
PLATE HEIGHT TO BE FLUSH W/ HOUSE 2X6 STUDS FOR EXTERIOR FRAMING 16" O.C. R-21 BATT INSULATION 7/16" SHEATHING
- 4.06 GARAGE DRYWALL
5/8" TYPE X DRYWALL ON GARAGE WALLS & CEILING
- 4.07 HOUSE DRYWALL
1/2" DRYWALL ON LIVING SPACE WALLS & CEILING
- 4.24 FLUSH BAR HALF WALL
2'-11" WALL Hgt. 2X6 STUDS 16" O.C.
- 4.32 VAULT RIDGE LINE
VAULT RIDGE MARKED BY DASHED LINE.
- 4.42 DISTINCT WALL THICKNESS WALL
2X4 FOR TUB/SHOWER IN BATH 2
2X6 FOR SINK & LAUNDRY DRYER
2X8 FOR TUB/SHOWER IN ENSUITE
- 4.70 NOTE TO FRAMER
FOR THE SPECIFIED WALL, PLEASE ROTATE THE 2X4 STUDS, BOTTOM PLATE & SINGLE TOP PLATE PERPENDICULAR TO THEIR NORMAL ORIENTATION TO ACHIEVE A WALL THICKNESS OF 1 1/2" INCHES.
- 8.10 PORTAL FRAME
SEE WALL BRACING PLAN FOR SPECS.

DOOR SCHEDULE				
ID	DOOR TYPE	SIZE	Qty.	COMMENT
MAIN LEVEL				
D-01	ARCH TOP OPENING	3'-8"x6'-8"	1	
D-02	BY PASS	4'-0"x6'-8"	4	
D-03	FRONT ENTRY	3'-0"x7'-4 1/2"	1	
D-04	GARAGE ENTRY	2'-8"x6'-8"	1	
D-05	OVERHEAD	16'-0"x7'-0"	1	
D-06	RECTANGULAR OPENING	2'-8"x8'-0"	1	
D-07	RECTANGULAR OPENING	3'-6"x8'-0"	1	
D-08	RECTANGULAR OPENING	3'-6"x8'-0"	1	
D-09	SLIDING GLASS	6'-0"x8'-8"	1	
D-10	Typ. EXTERIOR	2'-8"x6'-8"	1	
D-11	Typ. INTERIOR	2'-4"x6'-8"	1	
D-12	Typ. INTERIOR	2'-6"x6'-8"	1	
D-13	Typ. INTERIOR	2'-8"x8'-0"	1	
D-14	Typ. INTERIOR	2'-8"x6'-8"	5	

WINDOW SCHEDULE					
ID	WINDOW TYPE	Hdr. Hgt.	SIZE	Sill Hgt.	Qty.
MAIN LEVEL					
W-01	FIXED	82"	24"x80"	22"	1
W-02	SLIDER	85"	36"x12"	73"	2
W-03	SLIDER	82"	60"x60"	22"	5



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LOT: 4 BLOCK: 1
BAJA CREEK SUB.

The contractor shall verify all levels, datums and dimensions prior to commencement of work. All errors and omissions must be reported to Spracklen Drafting & Design LLC immediately.

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CLASS:
HOUSE PLANS
DRAWING TITLE:
MAIN LEVEL

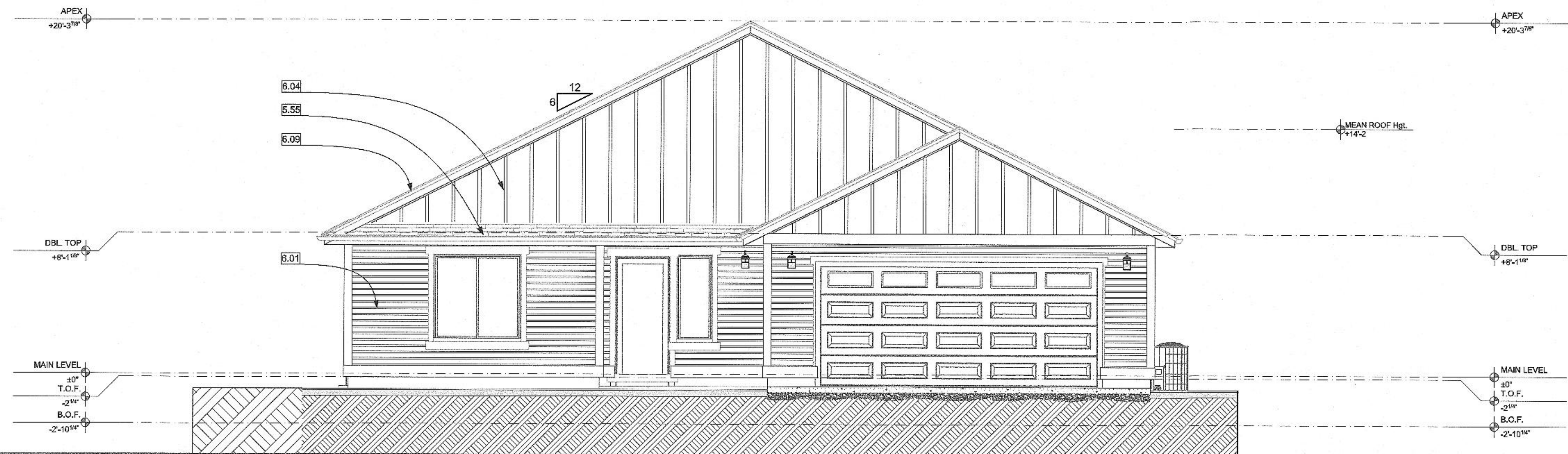
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ROOF PLANS	
R-1	ROOF PLAN

ELEVATION KEYNOTES

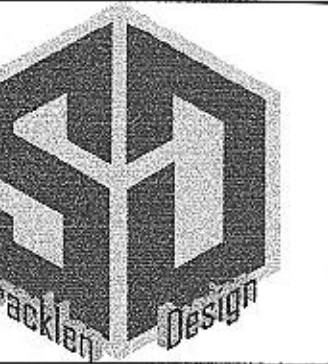
- 4.38 DECORATIVE COLUMN FINISH
COLUMN WRAPPED W/ TEXTURED HARDBOARD & TRIMED AT
TOP & BASE
- 5.55 EYEBROWS
ROOF EYEBROW w/MATCHING PITCH AND EAVES.
- 6.01 PRIMARY SIDING
SHOWING COTTAGE LAP SIDING.
- 6.09 PRIMARY ROOF CLADDING
ASPHALT SHINGLES



1 FRONT
SCALE: 1/4" = 1'-0"



2 BACK
SCALE: 1/4" = 1'-0"



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CLASS:
HOUSE PLANS
DRAWING TITLE:
ELEVATIONS

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PROJECT STATUS:
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R-1 ROOF PLAN	



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CLASS:
HOUSE PLANS

DRAWING TITLE:
ELEVATIONS

SHEET NO.:

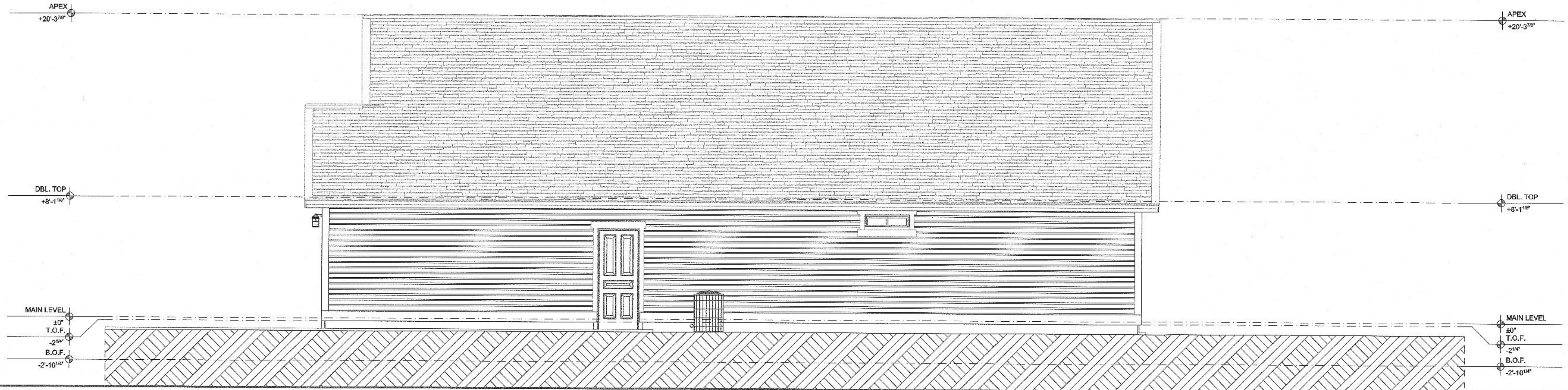
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PROJECT STATUS:
DESIGN DEVELOPMENT

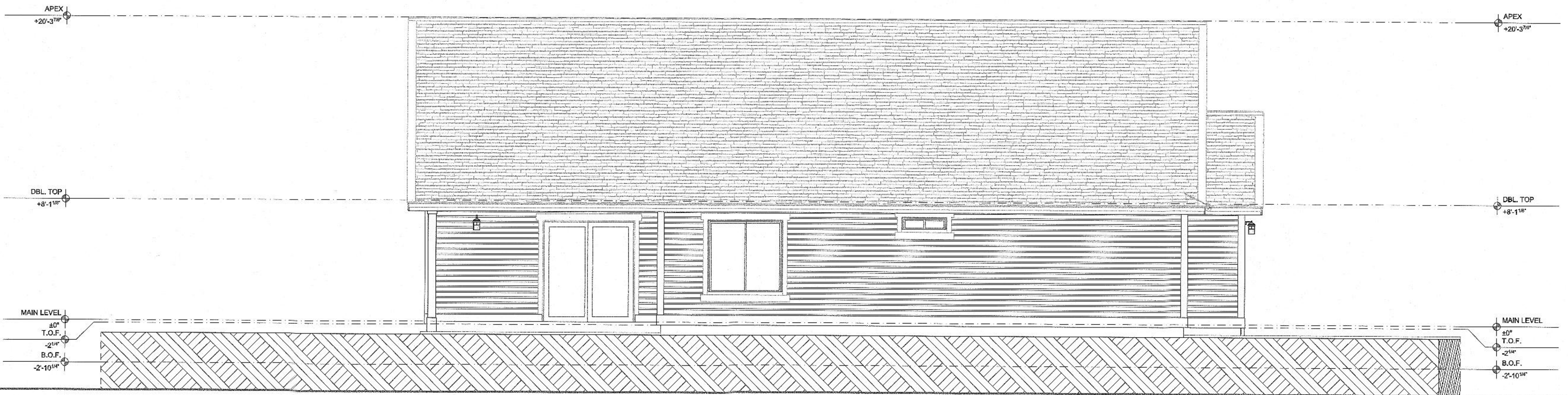
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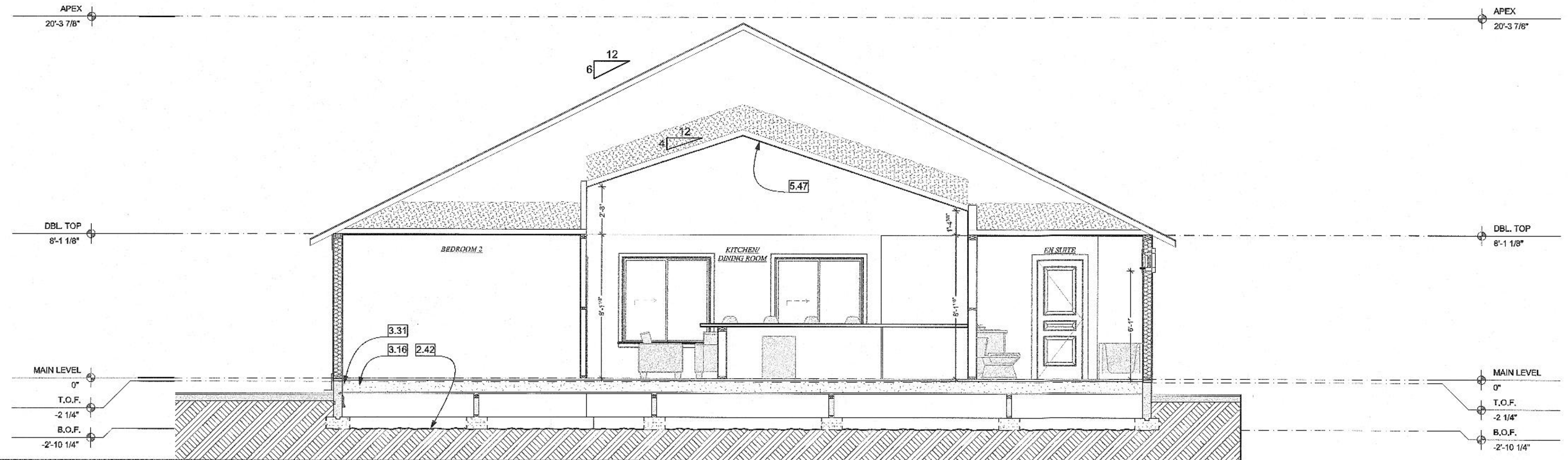
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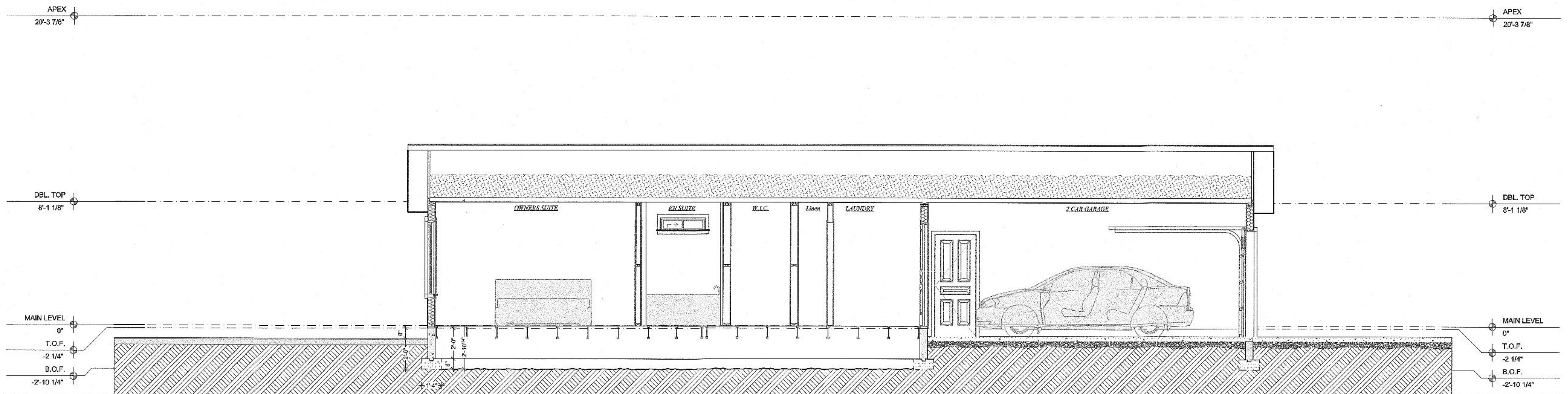
2 LEFT
SCALE: 1/4" = 1'-0"

SECTION KEYNOTES

- 2.42 UNVENTED CRAWL**
IN ACCORDANCE WITH R408.3 EXPOSED EARTH IS COVERED WITH A CONTINUOUS CLASS I VAPOR RETARDER. JOINTS OF THE VAPOR RETARDER SHALL OVERLAP BY 6 INCHES AND SHALL BE SEALED OR TAPED. THE EDGES OF THE VAPOR RETARDER SHALL EXTEND NOT LESS THAN 6 INCHES UP THE STEM WALL AND SHALL BE ATTACHED AND SEALED TO THE STEM WALL OR INSULATION.
- 3.16 MAIN LEVEL FLOOR SYSTEM**
9-1/2" LPI 18 @ 24" O.C. W/ 3/4" T&G SHEATHING. MINIMUM 24" CLEARANCE BETWEEN BOTTOM OF JOISTS & GROUND. R-49 BATT INSULATION IN CRAWL.
- 3.31 JOIST HANGERS**
TOP MOUNT JOIST HANGERS (LEAVE MIN. 1/16" BETWEEN JOIST AND FOUNDATION WALL) PRECISE HANGER TYPE PER BUILDER.
- 5.47 VAULTED CEILING**
TRUSS MANUFACTURER TO DESIGN 4/12 PITCH VAULTED CEILING BUILT INTO TRUSSES FOR SPECIFIED AREAS. SEE SECTIONS FOR SPECS.



1 SIDE TO SIDE
SCALE: 1/4" = 1'-0"



2 FRONT TO BACK
SCALE: 1/4" = 1'-0"



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CLASS:
HOUSE PLANS

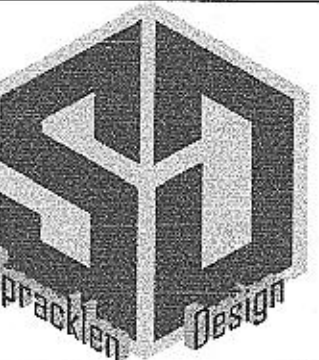
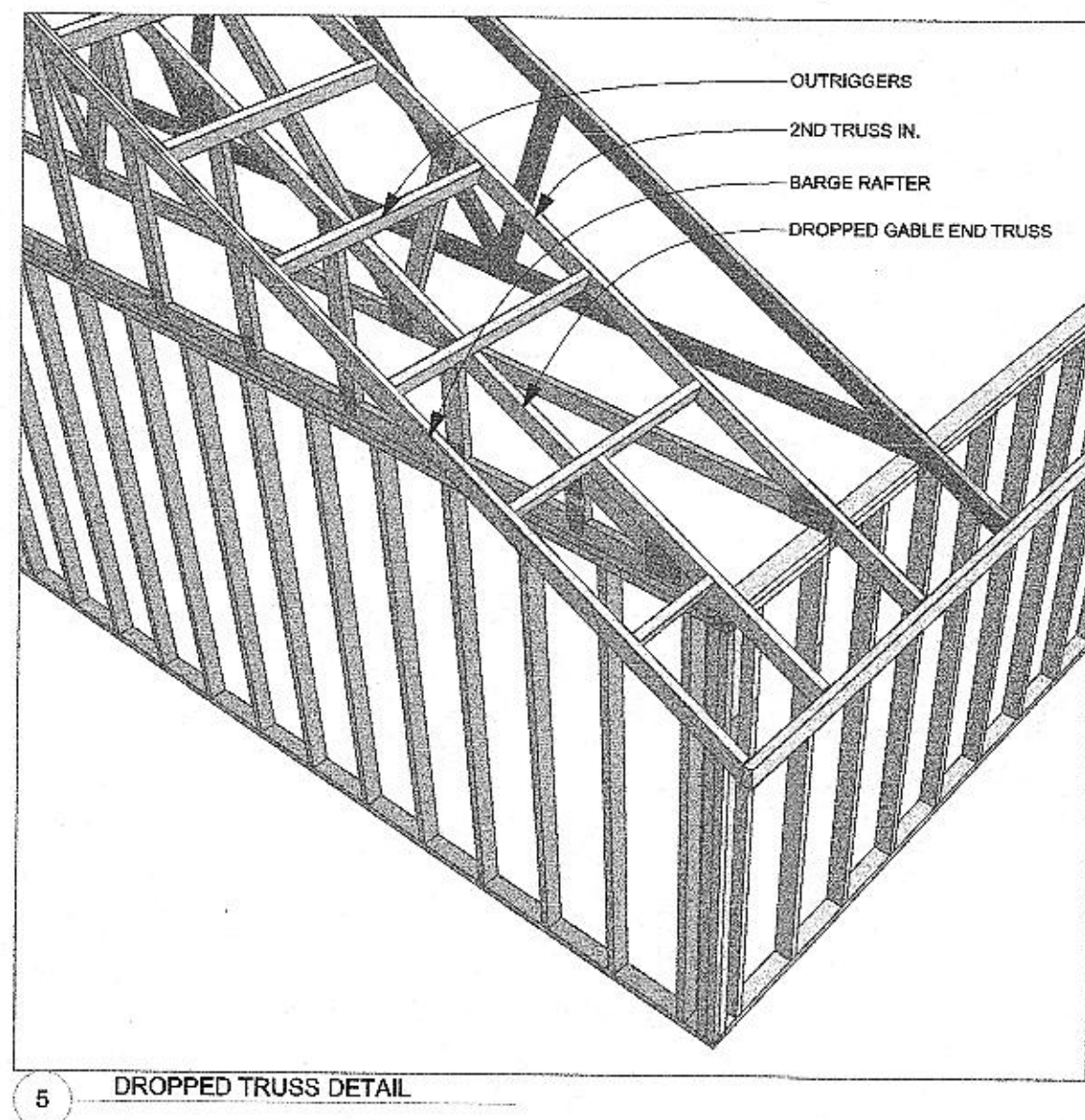
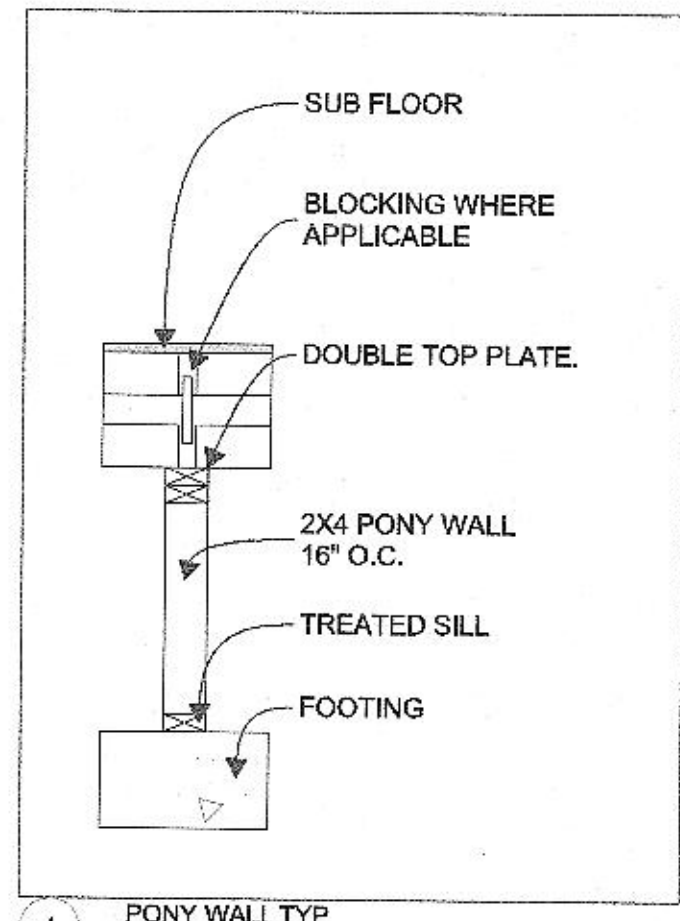
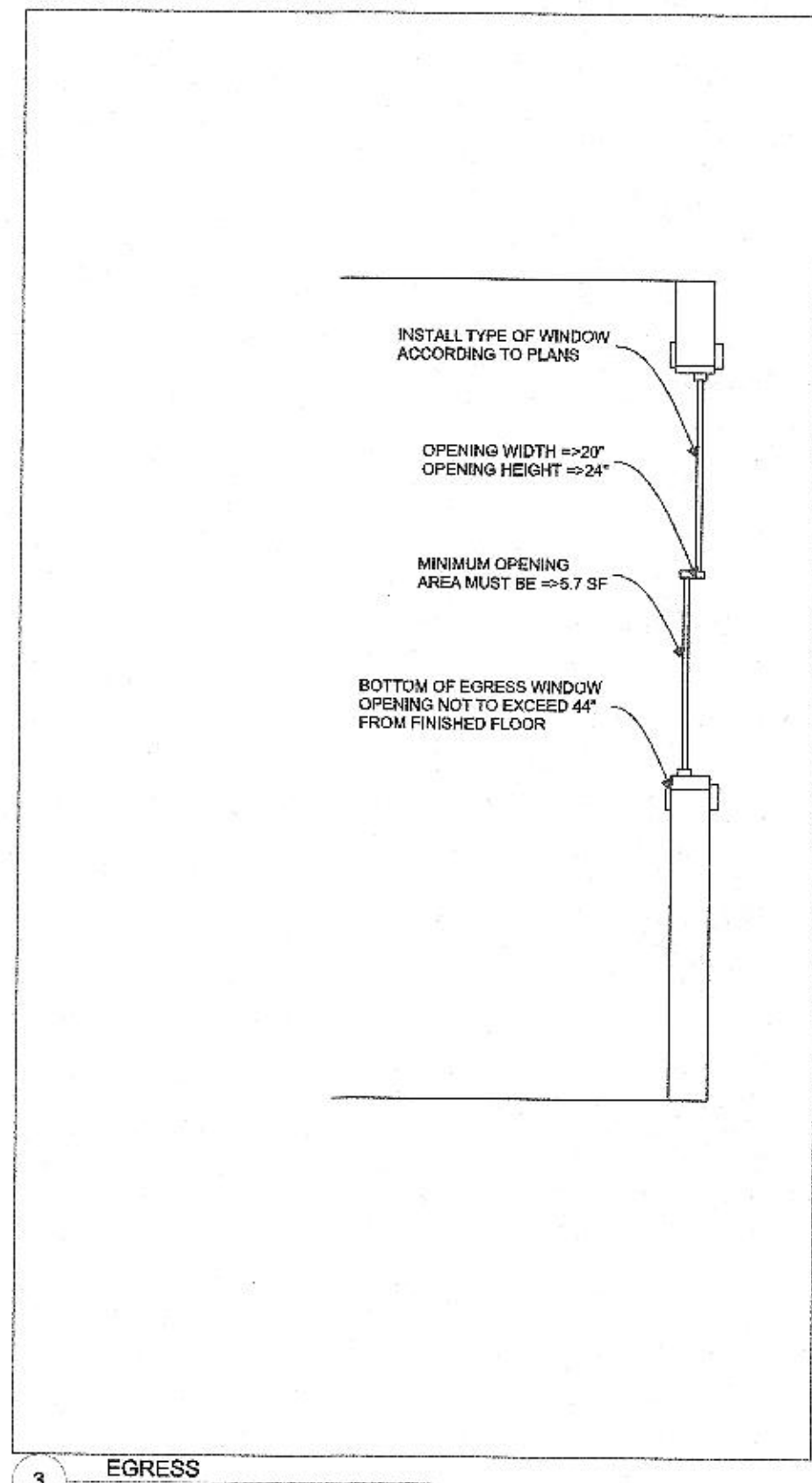
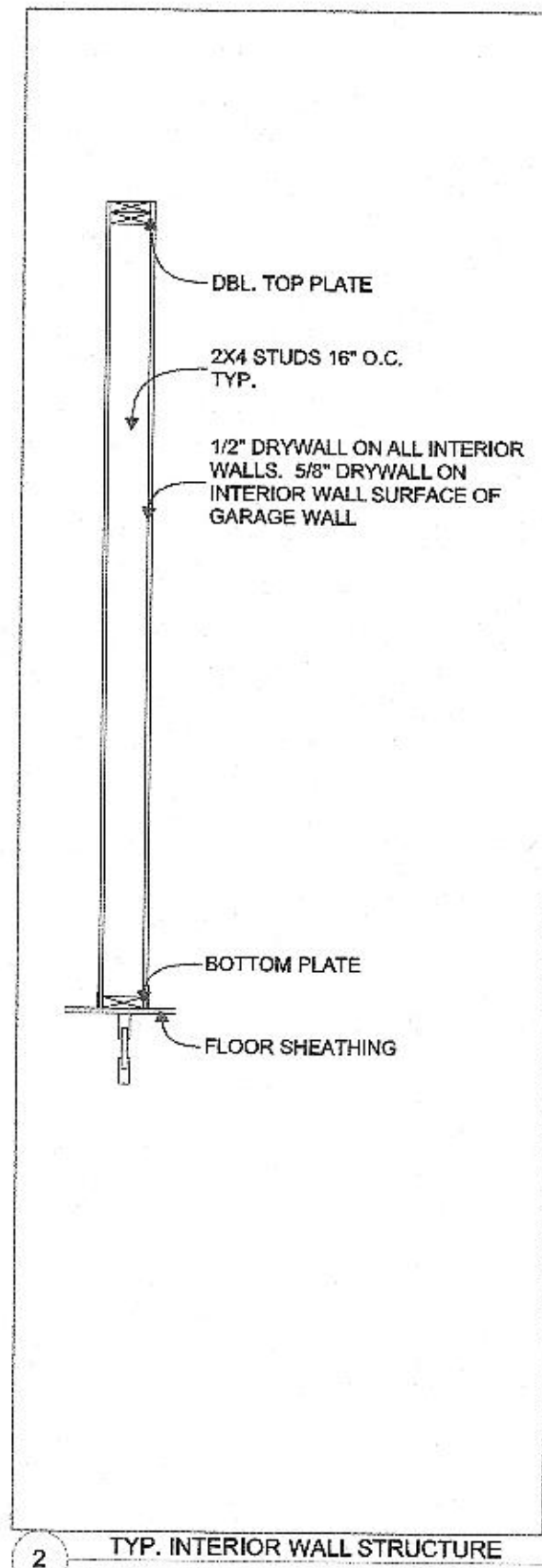
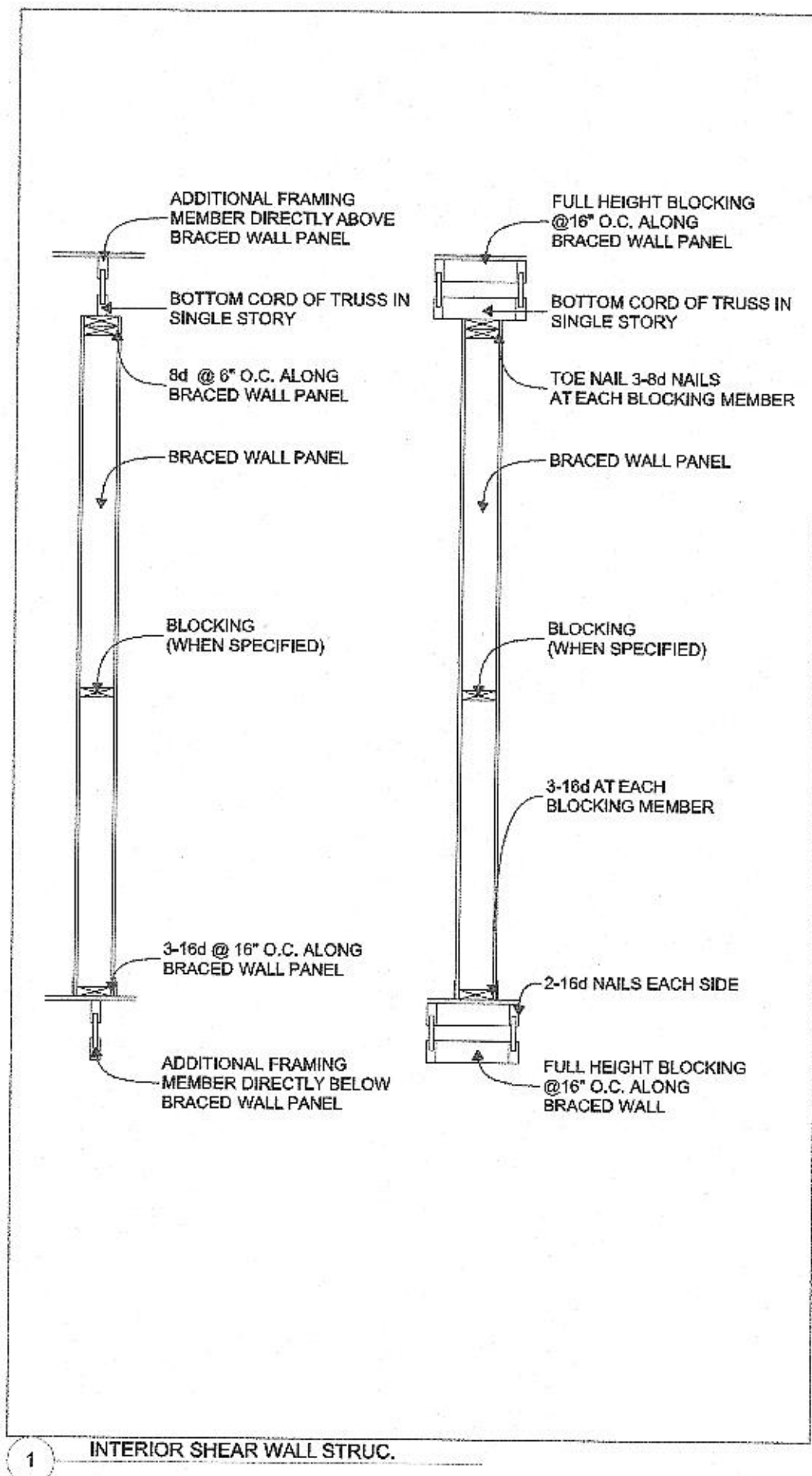
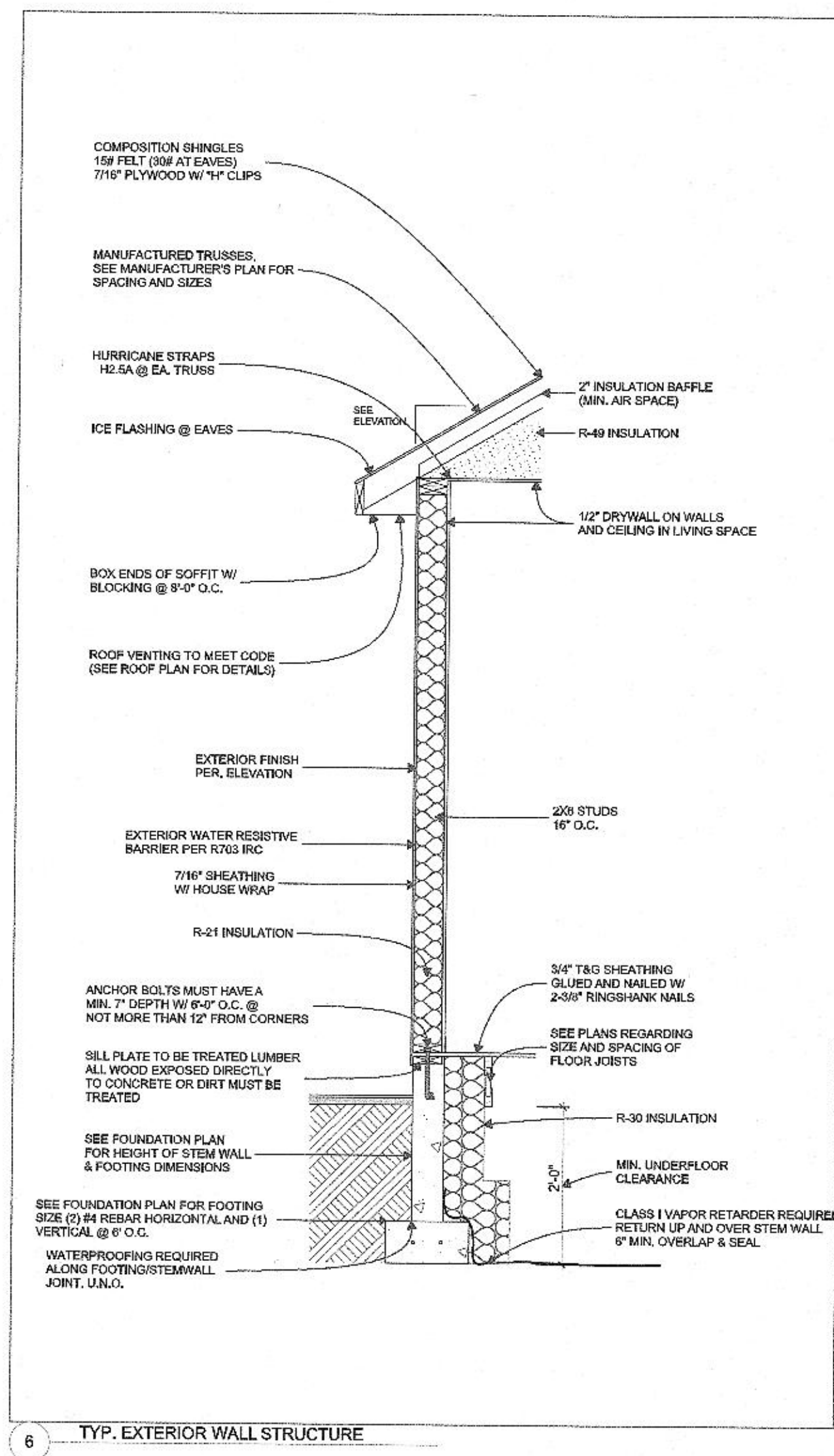
DRAWING TITLE:
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R-1 ROOF PLAN



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CLASS:
HOUSE PLANS

DRAWING TITLE:
DETAIL DRAWING

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2018 IRC Required Braced-Wall-Line Length Calculations

PROJECT INFORMATION

NAME: Baja Creek The Colon 4_1

ADDRESS:

WALL DIRECTION: Side To Side

SEISMIC DESIGN CATEGORY: C Detached One or Two-Family Dwelling

ULTIMATE DESIGN WIND SPEED: 115 mph

WIND EXPOSURE CATEGORY: B

	Wall Line 1-1	Wall Line 2-1	Wall Line 3-1
Braced Wall Line Location	1st of 1 story	1st of 1 story	1st of 1 story
Finish to Ridge Height	10.0 ft	10.0 ft	10.0 ft
Braced Wall Line Spacing	15.00 ft	37.00 ft	37.00 ft
Wall Height	9.0 ft	9.0 ft	9.0 ft
Bracing Method	CS-WSP	CS-WSP	CS-WSP
OS Construction Type	N/A	N/A	N/A
Gypsum Wall Board on Brace	Yes	Yes	Yes
Horizontal Joist Braced	Yes	Yes	Yes
Horizontal Joist Used	No	No	No
Tabulated Wind Bracing Amount	2.925 ft	5.55 ft	5.55 ft
Exposure Height Factor	1	1	1
Exposure to Ridge Height Factor	1	1	1
Wind Wall Height Factor	0.9	0.9	0.9
Number of B/WL Factor	1.3	1.3	1.3
Holdown Factor	1	1	1
Braced Joint Factor	1	1	1
Dynum on Hold Factor	1	1	1
Wind OS Construction Factor	1	1	1
Required Wind Bracing Amount	3.32 ft	6.19 ft	6.19 ft
Length of Wall Bracing Required	3.32 ft	6.19 ft	6.19 ft

NOTES

This wall-bracing evaluation is based on the 2018 International Residential Code. The user is responsible for ensuring that the project fits within the scope of the IRC and complies with the wall-bracing requirements of Sections R602.10, R602.11 and R602.12 as applicable.

- One- and two-family dwellings and townhouses in Seismic Design Categories A and B and one- and two-family dwellings in Seismic Design Category C are exempt from the seismic requirements of the IRC. The length of wall bracing shall be in accordance with the requirements of Table R602.10.3(1) based on wind speed, including all applicable adjustment factors.
- Braced wall lines using the continuous sheathing methods shall be constructed in accordance with the requirements of Sections R602.10.4.2, R602.10.4.4, and R602.10.7, as applicable.
- Braced wall panels shall be located at each end of braced wall lines and may begin up to 10 feet from the end in accordance with Figure R602.10.2.2. Corner construction for continuously sheathed methods shall be in accordance with Section R602.10.7.
- The distance between braced wall panels shall not exceed 20 feet in accordance with Section R602.10.2.2.
- Braced wall line spacing shall not exceed 60 feet on center.
- Interior braced wall line spacing is the greater of the distance between two adjacent braced wall lines or the average of the distance as selected by the designer.
- Refer to the Strong-Wall® Bracing Selector for pre-engineered solutions when the required bracing amounts cannot be satisfied with prescriptive braced wall panels.

www.strongtie.com/webapps/bracedWall

This is page 1 of 2

2018 IRC Required Braced-Wall-Line Length Calculations

PROJECT INFORMATION

NAME: Baja Creek The Colon 4_1

ADDRESS:

WALL DIRECTION: Front to Back

SEISMIC DESIGN CATEGORY: C Detached One or Two-Family Dwelling

ULTIMATE DESIGN WIND SPEED: 115 mph

WIND EXPOSURE CATEGORY: B

	Wall Line A-1	Wall Line B-1	Wall Line C-1
Braced Wall Line Location	1st of 1 story	1st of 1 story	1st of 1 story
Finish to Ridge Height	9.0 ft	9.0 ft	9.0 ft
Braced Wall Line Spacing	15.00 ft	32.00 ft	32.00 ft
Wall Height	9.0 ft	9.0 ft	9.0 ft
Bracing Method	CS-WSP	CS-WSP	CS-WSP
OS Construction Type	N/A	N/A	N/A
Gypsum Wall Board on Brack	Yes	Yes	Yes
Horizontal Joist Braced	Yes	Yes	Yes
Horizontal Joist Used	No	No	No
Tabulated Wind Bracing Amount	2.925 ft	4.340 ft	4.340 ft
Exposure Height Factor	1	1	1
Exposure to Ridge Height Factor	0.7	0.7	0.7
Wind Wall Height Factor	0.9	0.9	0.9
Number of B/WL Factor	1.3	1.3	1.3
Holdown Factor	1	1	1
Braced Joint Factor	1	1	1
Dynum on Hold Factor	1	1	1
Wind OS Construction Factor	1	1	1
Required Wind Bracing Amount	2.1 ft	4.55 ft	3.97 ft
Length of Wall Bracing Required	2.1 ft	4.55 ft	3.97 ft

NOTES

This wall-bracing evaluation is based on the 2018 International Residential Code. The user is responsible for ensuring that the project fits within the scope of the IRC and complies with the wall-bracing requirements of Sections R602.10, R602.11 and R602.12 as applicable.

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- Braced wall lines using the continuous sheathing methods shall be constructed in accordance with the requirements of Sections R602.10.4.2, R602.10.4.4, and R602.10.7, as applicable.
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NAME	SYMBOL	Qty.
EXTERIOR WALL MOUNT		4
CD DETECTOR		2
SMOKE DETECTOR		3

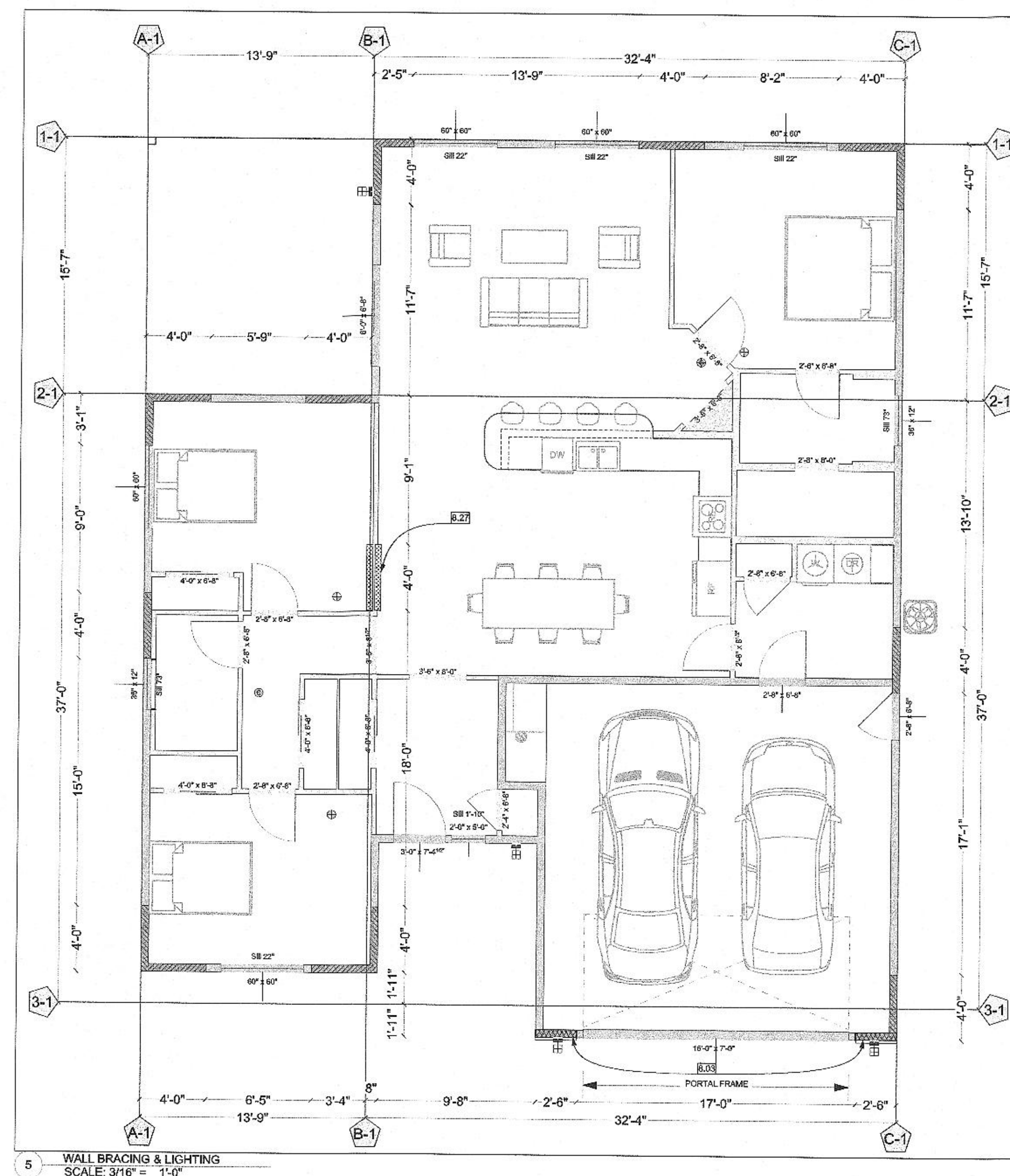
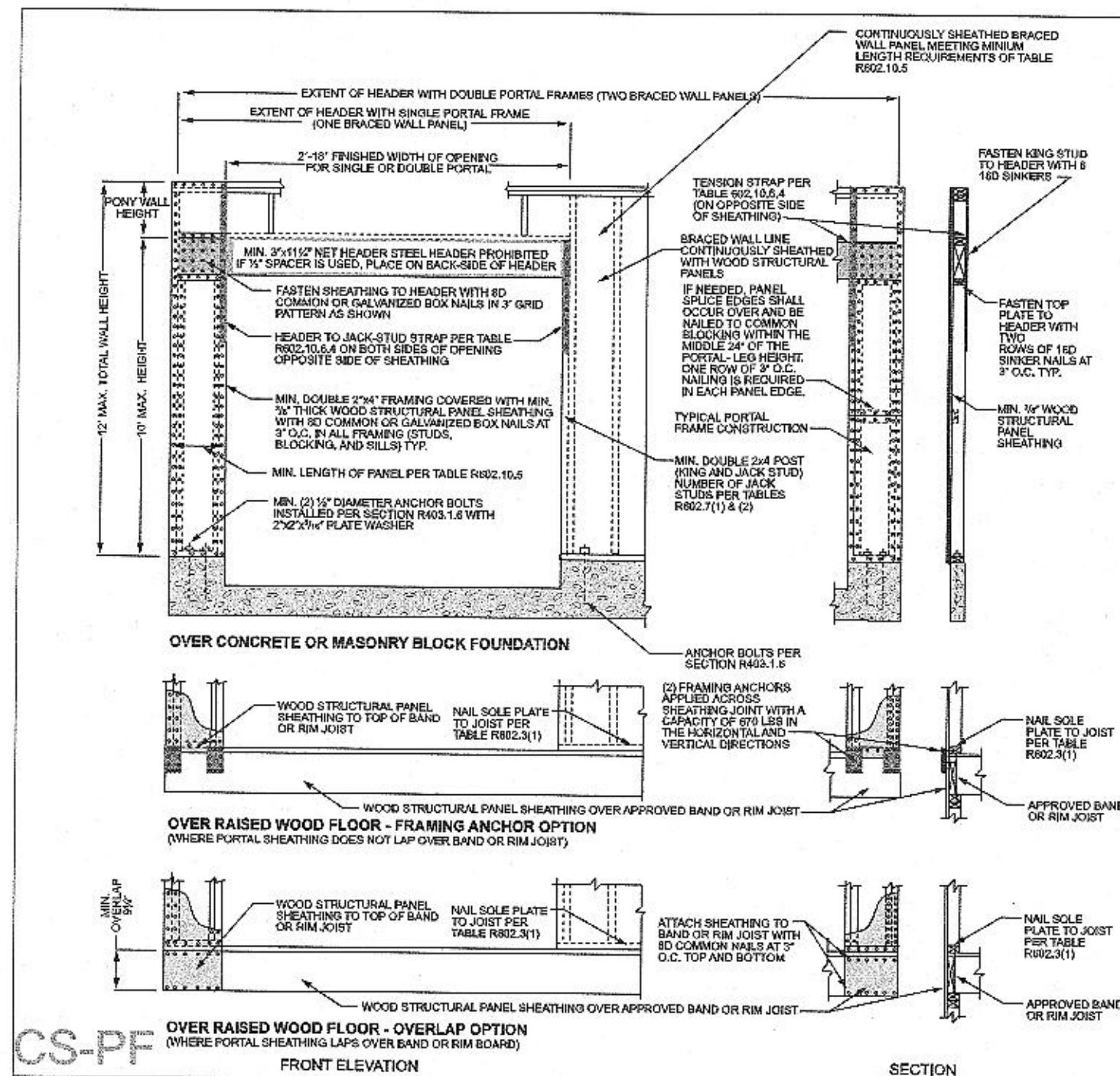
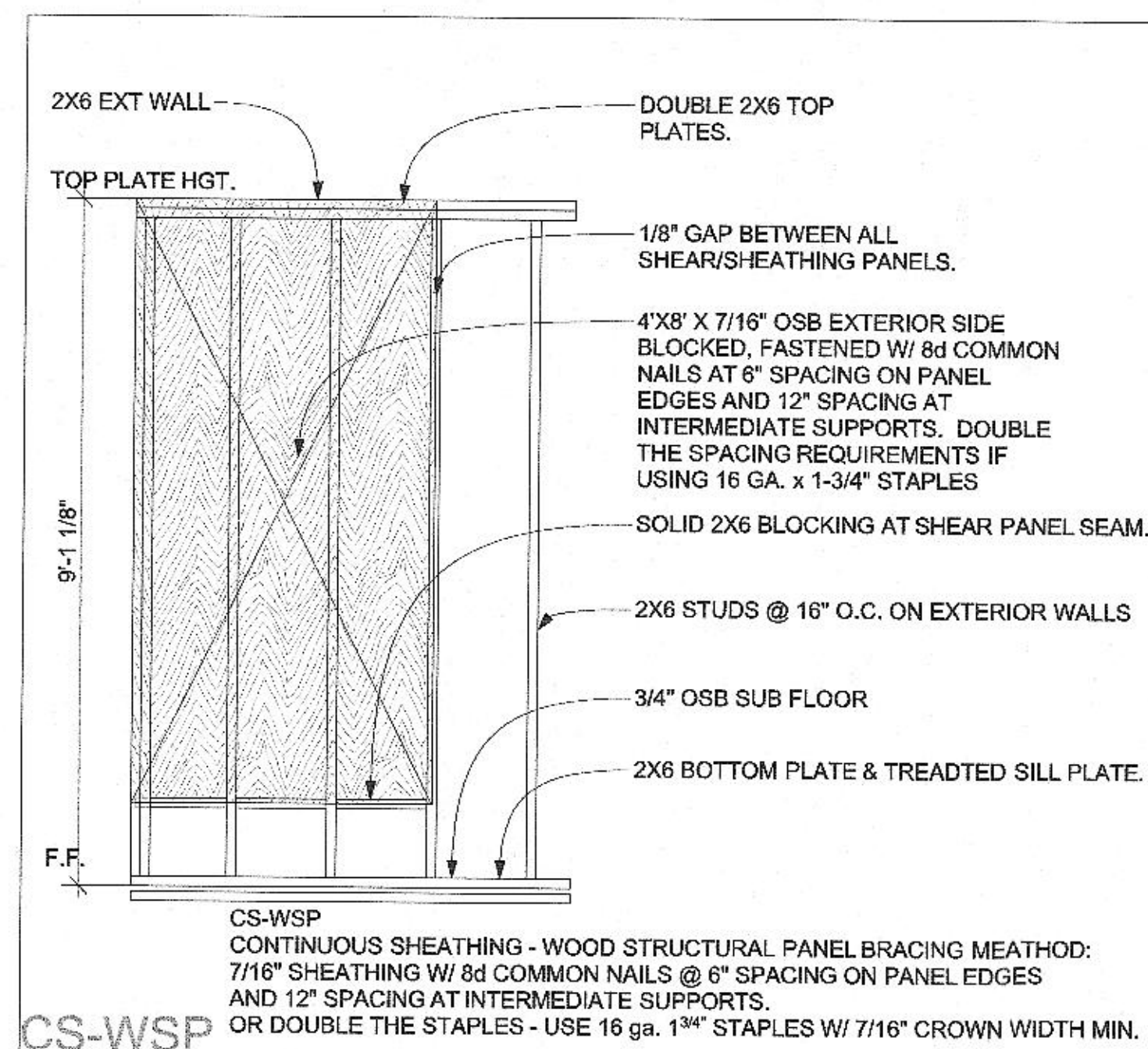
WALL BRACING KEYNOTES

8.03 CS-PF

(2) 1/2"x10" ANCHOR BOLTS REQUIRED @ THIS LOCATION.
SEE DRAWING "CS-PF" ON WALL BRACING PLAN FOR DETAILS.

8.27 DOUBLE SIDED GYPSUM BOARD

GB BRACING ON BOTH SIDES OF WALL

5 WALL BRACING & LIGHTING
SCALE: 3/16" = 1'-0"

BRACED WALL LINE	WALL BRACING TYPE	PROVIDED LENGTH	CONTRIBUTING LENGTH	LEGEND
1-1	CS-WSP	10'-5"	10'-5"	
2-1	CS-WSP	8'-0"	8'-0"	
3-1	CS-PF	5'-0"	7'-8"	
	CS-WSP	8'-0"	8'-0"	
A-1	CS-WSP	11'-1"	11'-1"	
B-1	CS-WSP	8'-0"	8'-0"	
	GB BOTH SIDES	4'-0"	4'-0"	
C-1	CS-WSP	12'-0"	12'-0"	

Spracklen Drafting & Design
Richard Spracklen
Chief Designer
(208) 871-5704
5009 E Orchard Ave.
Nampa, Idaho 83687
richard@spracklendrafting.com
www.spracklendesign.com

Nuno Homes
Jamie Nuno
General Contractor
(208) 608-0072
jnunohomes@gmail.com

THE CLEMENTINE
123 1st Ave. N
ABC City, State 83887
LOT 4 BLOCK 1
BAJA CREEK SUB.

The contractor shall verify all levels, datums and dimensions prior to commencement of work. All errors and omissions must be reported to Spracklen Drafting & Design LLC immediately.

Contractor or client must have all beams, footings, bearing items & calculations approved by local building department, engineer and/or lumber supply company if they wish to verify the work of Spracklen Drafting & Design LLC.

This drawing is the exclusive property of Spracklen Drafting & Design LLC and must not be reproduced in any way without their written permission.

CLASS:
HOUSE PLANSDRAWING TITLE:
WALL BRACING & LIGHTING

SHEET NO:

A-7

PROJECT STATUS:
DESIGN DEVELOPMENT

Saturday, April 13, 2024

SHEET INDEX

ABSTRACT

B-1 COVER

CIVIC

C-1 SITE PLAN

HOUSE PLANS

A-1 FOUNDATION & FLOOR FRAM...

A-2 MAIN LEVEL

A-3 ELEVATIONS

A-4 ELEVATIONS

A-5 SECTIONS

A-6 DETAIL DRAWING

A-7 WALL BRACING & LIGHTING

ROOF PLANS

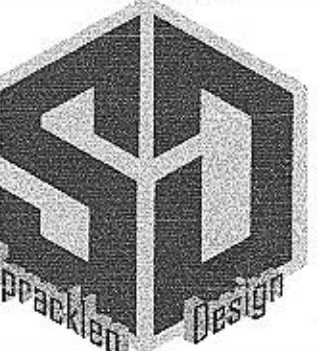
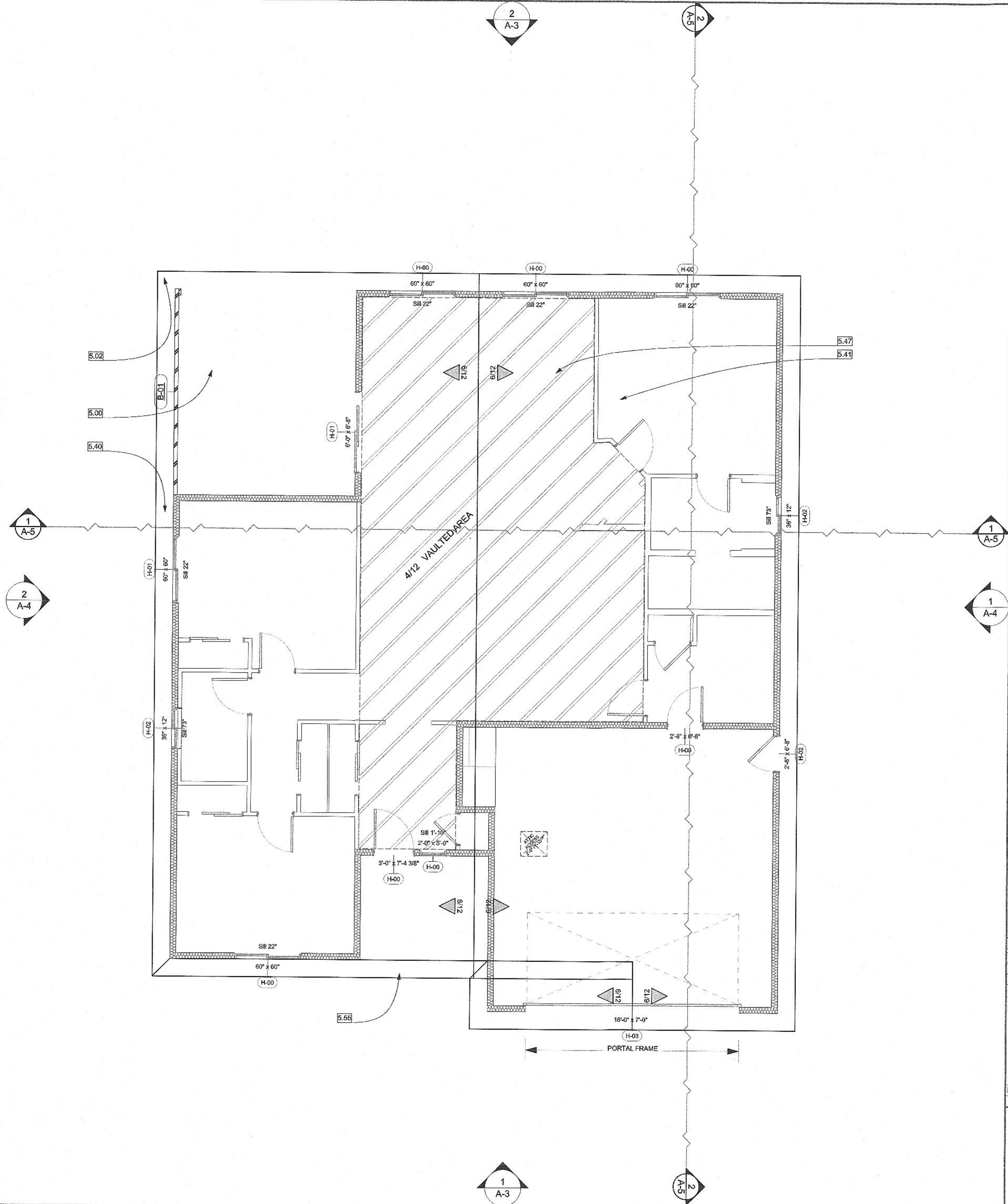
R-1 ROOF PLAN

ROOF PLAN KEYNOTES

- 5.00 TRUSSES**
ROOF SYSTEM IS PRE-ENGINEERED TRUSSES @ 2' O.C. TYP.
SEE TRUSS MANUFACTURER'S LAYOUT FOR DETAILS
- 5.41 ROOF VENTILATION**
15F OF VENT PER 300 SF OF ATTIC SPACE.
- 5.47 VAULTED CEILING**
TRUSS MANUFACTURER TO DESIGN 4/12 PITCH VAULTED
CEILING BUILT INTO TRUSSES FOR SPECIFIED AREAS. SEE
SECTIONS FOR SPECS.
- 5.55 EYEBROWS**
ROOF EYEBROW w/MATCHING PITCH AND EAVES.

HEADER SCHEDULE ALL LEVELS			
ID	HEADER TYPE	Qty.	HEADER COMMENT
MAIN LEVEL			
H-00	(2) 2X8 DF#2 1 J.S.	7	
H-01	(2) 1-3/4"X7-1/4" LVL 1 J.S.	2	
H-02	(2) 2X8 DF#2 1 J.S.	3	
H-03	(2) 2X12 DF#2 2 J.S.	1	

BEAM SCHEDULE			
ID	Type	Qty.	Legend
MAIN LEVEL			
B-01	(2) 1-3/4"X0'-11 1/4" LVL	1	



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Nuno Homes
Jamie Nuno
General Contractor
(208) 608-0072
jnunohomes@gmail.com

THE CLEMENTINE
123 1st Ave. N
ABC City, State 83687
LOT: 4 BLOCK: 1
BAJA CREEK SUB.

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CLASS: ROOF PLANS

DRAWING TITLE:
ROOF PLAN

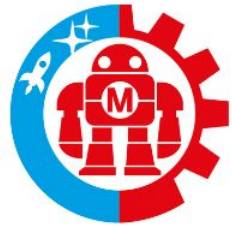
SHEET NO:
R-1

PROJECT STATUS:
DESIGN DEVELOPMENT

Saturday, April 13, 2024

SHEET INDEX

ABSTRACT	
[B-1]	COVER
CIVIC	
[C-1]	SITE PLAN
HOUSE PLANS	
A-1	FOUNDATION & FLOOR FRAM...
A-2	MAIN LEVEL
A-3	ELEVATIONS
A-4	ELEVATIONS
A-5	SECTIONS
A-6	DETAIL DRAWING
A-7	WALL BRACING & LIGHTING
ROOF PLANS	
R-1	ROOF PLAN



Malheur
Maker Faire®

**Thank you
to our partners!**



Goals

- Encourage Creativity and Innovation
- Educational Impact - STEM and Entrepreneurship
- Community Building
- Economic Benefits



Outcomes

- 109 local youth entered art exhibits into the Maker Faire
- Over 350 people participated in the event
- 20 vendors
- Six various educational workshops



Outcomes

- Attendees were inspired by innovative projects and demonstrations showcased at the Malheur Makers Faire.
- This type of exposure to creativity can spark new interests and passions
- Encourages families to engage together
- Activities at the Malheur Makers Faire centered around science, technology, engineering, and mathematics (STEM).



Outcomes

- When children and adults engage in STEM activities they can develop an interest in these fields
- Alignment with City's Strategic Plan



Alignment with City of Ontario's Strategic Plan - 2019-23

Have more city sponsored activities

Host a second County Fair - Create a second fair which focuses on current trends to attract younger demographics. Include robotics, drones, video gaming, and electronics



Key Takeaways

1. Evaluate the time of year to hold event
2. More advertisement



Thank You



Questions?





**AGENDA REPORT
NEW BUSINESS
May 28, 2024**

To: Mayor and City Council
FROM: Kari Ott, Finance Director
THROUGH: Danny K. Cummings, City Manager
SUBJECT: **RESOLUTION #2024-107: COMMUNITY RISK ASSESSMENT**
DATE: May 22, 2024

PROPOSED MOTION:

I MOVE THE CITY COUNCIL APPROVE RESOLUTION #2024-107: A RESOLUTION TO APPROVE A SUPPLEMENTAL BUDGET TO APPROPRIATE FUNDS FOR A COMMUNITY RISK ASSESSMENT/STANDARDS OF COVER STUDY

SUMMARY:

Attached is Resolution #2024-107.

BACKGROUND:

The City of Ontario (Ontario Fire and Rescue) and the Ontario Rural Fire Protection District (ORFPD) would like to team up to have a community risk assessment / standards of cover (CRA/SOC) study completed. The total cost of the study is \$50,118. This study will identify risk and target hazards within the City of Ontario and the ORFPD boundaries and show the taxpayer exactly what they are currently paying for fire protection. The community risk assessment piece will guide Ontario Fire and Rescue in preparing and training for emergencies at our target hazards and areas of risk. The standards of cover piece will assist the city and rural departments in efforts to find additional revenue needed for increased staffing, facilities, and equipment (five-year plan), and help the fire department to identify strengths, weaknesses, and opportunities. This study represents a large piece of our strategic planning efforts. The City Council approved \$25,059 to be used from the public safety fund for this study.

CURRENT SITUATION:

The City will contract with Emergency Services Consulting International to perform the study. ORFPD will reimburse the city for \$25,059 (half of the total cost). The attached resolution brings in the additional revenue, and transfers \$25,059 from public safety department contingency in order to appropriate the entire \$50,118 for the study.

ANALYSIS:

- A. **STRATEGIC PLAN** This action is consistent with the city's strategic plan, specifically within the city's mission statement, "Our mission is to create a healthy, safe, diverse,

and prosperous city by engaging community members to develop an enriched quality of life". Also, the commitment to providing superior quality service and efficient services to the public aligns perfectly with this proposed action. This fire department has been working on its strategic plan as we move forward. A CRA/SOC study will serve as a big piece of planning for the future.

- B. **FINANCIAL** The study will cost the City \$25,059, which will leave \$373,083 in the Reserve Fund Public Safety Department contingency.
- C. **TIMING** Timing is crucial. As staff all work towards the five-year plan, the information provided in this study will paint a picture for stakeholders and taxpayers showing the risk present in the Ontario community and the level of fire service that is currently provided to protect the community.
- D. **POLICY/LEGAL** A formal resolution approved by the City Council is required to expend the funds per ORS 294.

ALTERNATIVES:

The Council has already approved the contract, but the City Council could choose to use a different funding source.

RECOMMENDATION:

Staff recommends the approval of Resolution #2024-107.

ATTACHMENTS:

1. Reso #2024-107 Community Risk Assessment Study



RESOLUTION #2024-107

A SUPPLEMENTAL BUDGET TO APPROPRIATE FUNDS FOR A COMMUNITY RISK ASSESSMENT/STANDARDS OF COVER STUDY

WHEREAS, The Ontario Fire Department the Ontario Rural Fire Protection District have deemed it important to have a community risk assessment / standards of cover study completed; **and**

WHEREAS, The Ontario City Council approved to contract with Emergency Service Consulting International to perform the study for \$50,118; **and**

WHEREAS, Ontario Rural Fire Protection will reimburse the City \$25,059 for half of the study; **and**

WHEREAS, The City desires to modify the 2023-2024 budget in order to appropriate the funding for the study.

NOW THEREFORE, BE IT HEREBY RESOLVED by the Ontario City Council to approve the following adjustment to the fiscal year 2023-2024 budget:

Line Item	Item Description	FY 23-24 Budget	Amount of Change	Adjusted Budget
RESERVE FUND – PUBLIC SAFETY DEPARTMENT				
055-000-469180	Rural Fire Reimbursement	\$ -	\$25,059	\$25,059
055-131-871000	Contingency	\$398,142	(\$25,059)	\$373,083
055-131-712128	Fire Study	\$ -	\$50,118	\$50,118

EFFECTIVE DATE: Effective immediately upon passage.

PASSED AND ADOPTED by the City Council of the City of Ontario this 28th day of May 2024, by the following vote:

AYES:

NAYES:

ABSENT:

APPROVED by the Mayor this 28th day of May, 2024.

Deborah K. Folden, Mayor

ATTEST:

Tori Barnett, MMC, City Recorder



**AGENDA REPORT
NEW BUSINESS
May 28, 2024**

To: Mayor and City Council
FROM: Kari Ott, Finance Director
THROUGH: Danny K. Cummings, City Manager
SUBJECT: **RESOLUTION #2024-108: GASB 54**
DATE: May 22, 2024

PROPOSED MOTION:

I MOVE THE CITY COUNCIL APPROVE RESOLUTION #2024-108, A RESOLUTION ESTABLISHING POLICIES RELATING TO ENDING FUND BALANCES OF 2023-2024.

SUMMARY:

Attached is the following document:

Resolution #2024-108: A Resolution Establishing Policies Related to Ending Fund Balances of 2022-2023.

BACKGROUND:

Government Accounting Standards Board (GASB) No. 54 was adopted by the city during the fiscal year ended June 30, 2011. The City Council is required to formally establish spending policies for ending fund balances annually by formal resolution.

CURRENT SITUATION:

The city needs to commit the 2023-2024 ending fund balances in the Revolving Loan Fund, Capital Projects Fund, Trust Fund, and Reserve Fund for use in the 2024-2025 fiscal year. All commitments of the fund balances are required to be approved on or before the end of the fiscal year.

ANALYSIS:

- A. **STRATEGIC PLAN** No strategic plan impact.
- B. **FINANCIAL** No financial impact.
- C. **TIMING** The resolution is required to be approved on or before June 30, 2024.
- D. **POLICY/LEGAL** The resolution is required to be approved on or before June 30, 2024, and Council action is required to adopt a resolution.

ALTERNATIVES:

A. Take No Action-The Council could take no action on this matter; this would cause a finding in the audit.

RECOMMENDATION:

Staff recommends the City Council approve Resolution #2024-108.

ATTACHMENTS:

1. RES_CC_Resolution #2024-108 GASB 54_5 2024



RESOLUTION 2024-108

A RESOLUTION ESTABLISHING POLICIES RELATED TO ENDING FUND BALANCES FOR 2023-2024

WHEREAS, The City of Ontario promotes accounting practices in compliance with the Governmental Accounting Standards Board (GASB); and

WHEREAS, The City Council desires to establish fund balance policies to comply with GASB Pronouncement No. 54; and

NOW THEREFORE, BE IT HEREBY RESOLVED by the Ontario City Council to approve the following policies as it relates to ending fund balances for 2023-2024 pursuant to GASB 54:

Authority

The Ontario City Council reserves the authority to establish and modify commitments of ending fund balance.

Commitments

In compliance with GASB 54, the Ontario City Council hereby makes the following commitments of 2023-2024 ending fund balance for specific uses in 2024-2025:

Special Revenue Funds

1. The unrestricted ending fund balance of the Trust Fund is committed to use for activities related to the specific department priorities as established by those who provided the monies held in trust.
2. The ending fund balance of the Revolving Loan Fund is committed to use for activities related to the specific activities defined by Council Resolution governing the revolving loan fund program including housing incentives and the grant program established through the collection of interest payments on outstanding loans.
3. The unrestricted ending fund balance of the Reserve Fund is committed to use for specific projects and equipment replacement related to the specific department priorities as established by those who provided the monies.

Capital Project Funds

1. The unrestricted ending fund balance of the Capital Projects Fund is committed to use for capital project activities as defined by each individual department, including fees collected that are required to be spent on defined activities.

Assignments

Authority to classify portions of ending fund balance as Assigned is hereby granted to the Ontario City Council, or their designee.

Spending as it Relates to Ending Fund Balance Policy

The Ontario City Council considers the spending of the restricted classification of fund balance in the following order:

1. Restricted Uses
2. Committed Uses
3. Unrestricted Uses

EFFECTIVE DATE: Effective immediately upon passage.

PASSED AND ADOPTED by the City Council of the City of Ontario this 28th day of May, 2024, by the following vote:

AYES:

NAYES:

ABSENT:

APPROVED by the Mayor this 28th day of May, 2024.

Deborah K. Folden, Mayor

ATTEST:

Tori Barnett, MMC, City Recorder



**AGENDA REPORT
PUBLIC HEARING
May 28, 2024**

To: Mayor and City Council

FROM: Dan Cummings, City Manager/Community Development Director

THROUGH: Danny K. Cummings, City Manager

SUBJECT: **ACCEPT RIGHT OF WAY FOR A PORTION OF NORTH VERDE DRIVE, NW 13TH STREET, NW 22ND AVENUE AND NW 24TH AVENUE, PER APPROVED PARTITION PLAT, APPROVED UNDER PLANNING ACTION 2021-07-27 PTN**

DATE: May 21, 2024

PROPOSED MOTION:

I MOVE THE CITY COUNCIL TO ACCEPT THE DEDICATION OF RIGHT OF WAY FOR A PORTION OF NORTH VERDE DRIVE, NW 13TH STREET, NW 22ND AVENUE AND NW 24TH AVENUE AS SHOWN ON THE ATTACHED PARTITION PLAT, SAID PARTITION BEING APPROVED BY AN ADMINISTRATIVE ACTION ON JANUARY 7, 2021, UNDER PLANNING FILE 2021-07-27PTN WITH EXTENSIONS GRANTED, AND AUTHORIZE THE MAYOR TO EXECUTE HER SIGNATURE ON THE FINAL PLAT ACCEPTING THE DEDICATION OF RIGHT OF WAY AS SHOWN ON SAID PLAT.

SUMMARY:

The City Council, who is the governing body for the City of Ontario, needs to accept the right of way of a portion of North Verde Drive, NW 13th Street, NW 22nd Avenue and NW 24th Avenue as shown on the Plat attached as an exhibit to this report.

BACKGROUND:

The subject property has been subdivided by TMAN into two lots with public right of way being dedicated along the Western, Eastern, Southern and Northern border of the property. The action requires the dedication of public right of way for North Verde Drive, NW 13th Street, NW 22nd Avenue and NW 24th Avenue.

CURRENT SITUATION:

Construction of all the public improvements will be done at a later date during development of the property and the Partition is ready to be finalized and the public right of way accepted by the City Council.

ANALYSIS:

- A. **STRATEGIC PLAN** This Subdivision leads the way for future development in the area with the dedication of right of way to meet the Growth and Desirability portions of the City Council's Strategic Plan.

- B. **FINANCIAL** There is no financial cost to the city at this time other than normal maintenance of the city infrastructure developed and constructed on the property by the developer.
- C. **TIMING** This action needs to be completed and the right of way accepted.
- D. **POLICY/LEGAL** The City Council, under 10 B-55-45 for a land division involving the creation of streets, shall, by action of the City Council at a public hearing, approve the final plat by motion accepting the public right of way, and the Mayor and planning officials shall sign the plat.

ALTERNATIVES:

The alternative could be to not accept the right of way.

The Council could, by motion, not accept the right of way offered for dedication and instruct the applicant to make the street private. These alternatives would not meet city codes for connectivity and existing public use of portions of the roads.

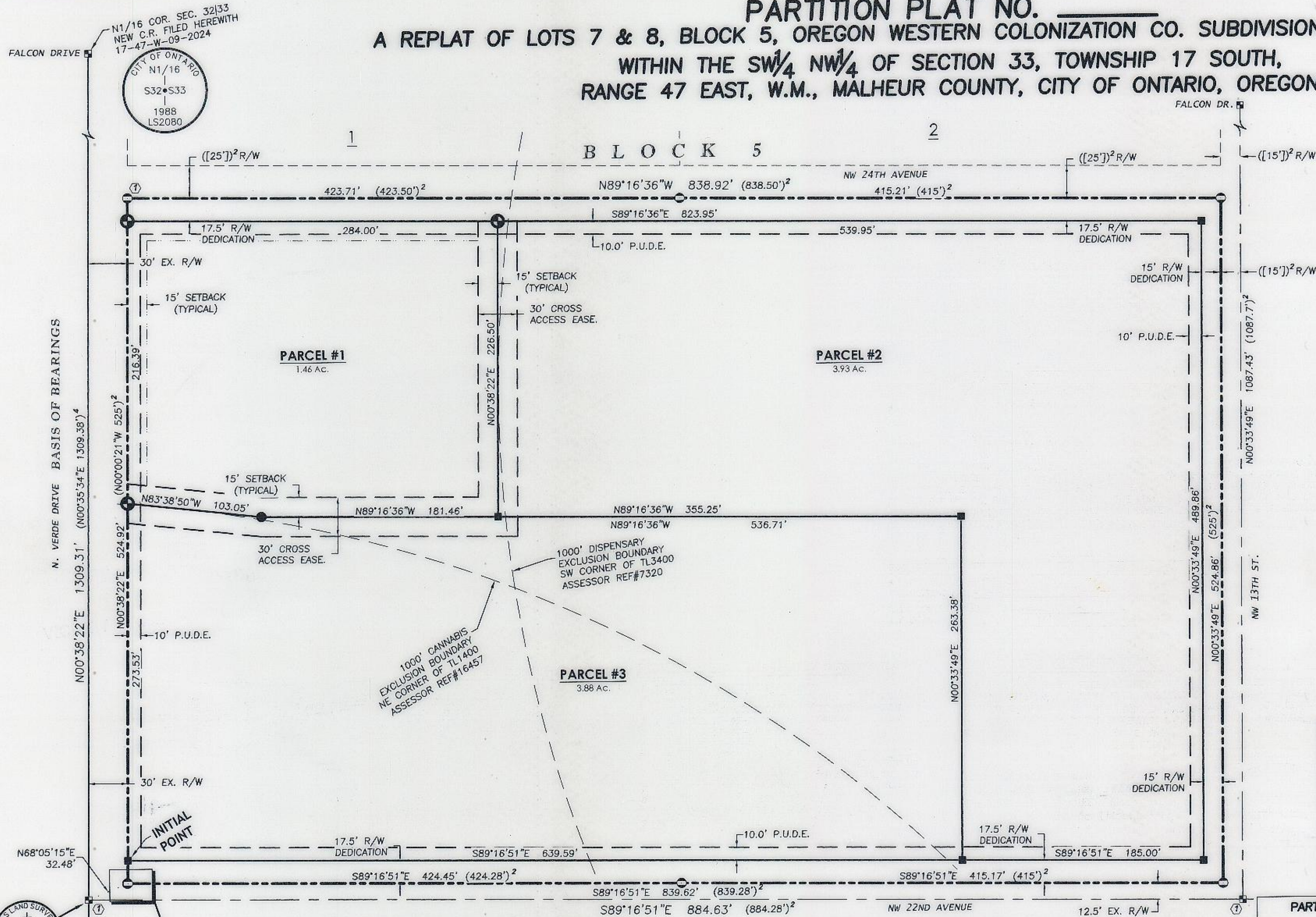
RECOMMENDATION:

Staff recommends that the Council approve the request for the dedication of the street right of way and authorize the Mayor to sign the plat and acceptance of the right of ways as shown on the attached Plat.

ATTACHMENTS:

1. FINAL Thurman TMans Plat

PARTITION PLAT NO.
A REPLAT OF LOTS 7 & 8, BLOCK 5, OREGON WESTERN COLONIZATION CO. SUBDIVISION, SECOND ADDITION
WITHIN THE SW 1/4 NW 1/4 OF SECTION 33, TOWNSHIP 17 SOUTH,
RANGE 47 EAST, W.M., MALHEUR COUNTY, CITY OF ONTARIO, OREGON



MONUMENT NOTES
① MON. FROM M.C. R.O.S. 17-47-0288 NOT RECOVERED
SET NEW MONUMENT THIS SURVEY

LEGEND, ABBREVIATIONS	
PARTITION LINE	---
ORIGINAL LOT LINE	---
SECTION LINE	---
PARCEL LINE	---
CENTER LINE	---
EASEMENT LINE	---
BUILDING SETBACK	---
CALCULATED/TIE LINE	---
RECORD MEASUREMENT	---
CALCULATED VALUE	{ }
FD. ALUMINUM MON.	⊕
"ATLAS LS PLS65687"	⊕
FD. #5 REBAR w/CAP	⊕
"ATLAS LS PLS65687"	⊕
FD. IRON PIPE	⊕
SET #5 REBAR w/AL. CAP	⊕
SEE TYP. DETAIL	
SET COPPER SURVEY MARK	⊕
SEE TYP. DETAIL	
SET #5 REBAR/R.P.C.	⊕
SEE TYP. DETAIL	
AL. CAP	⊕
C.R.	⊕
COR.	⊕
EX.	⊕
FD.	⊕
FF.	⊕
M.C.	⊕
MON.	⊕
P.U.D.E.	⊕
R.P.C.	⊕
R.O.S.	⊕
R/W	⊕
SEC.	⊕
ALUMINUM CAP	⊕
CORNER RECORD	⊕
CORNER	⊕
EXISTING	⊕
FOUND	⊕
FINISHED FLOOR	⊕
MALHEUR COUNTY	⊕
MONUMENT	⊕
PUBLIC UTILITY &	⊕
DRAINAGE EASEMENT	⊕
RED PLASTIC CAP	⊕
RECORD OF SURVEY	⊕
RIGHT-OF-WAY	⊕
SECTION	⊕

CERTIFICATE OF MALHEUR COUNTY RECORDER

STATE OF OREGON
COUNTY OF MALHEUR

Number of affidavits of vendor, mortgage or trust deed holder attached: 0
PLAT CAB. SLIDE:

ROAD ACCEPTANCE (ORS 92.014)

I HEREBY ACCEPT, ON BEHALF OF THE PUBLIC, THE OFFER OF ROADWAY DEDICATION, AS SHOWN HEREON, FOR PUBLIC ROAD PURPOSES.

MAYOR, CITY OF ONTARIO DATE

DocuSigned by:

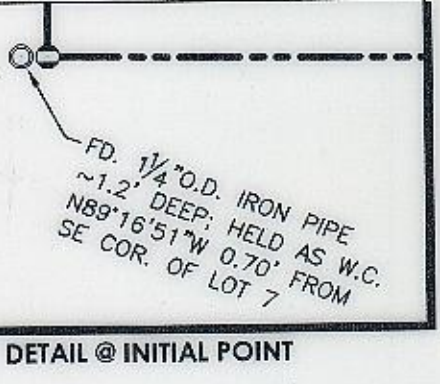
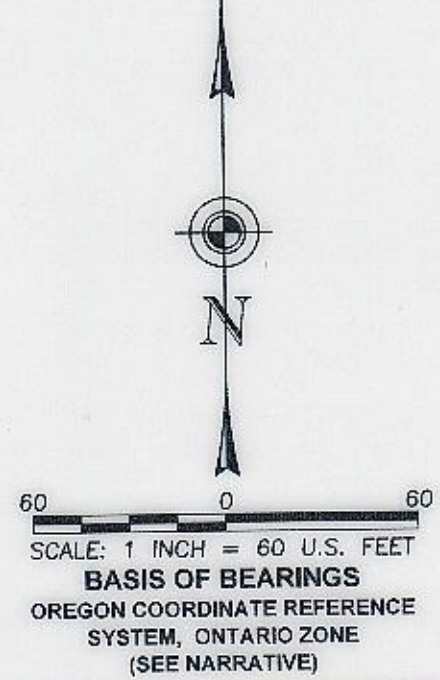
DE0234415F6B47F...

REGISTERED PROFESSIONAL LAND SURVEYOR

DIGITALLY SIGNED

OREGON
JANUARY 8, 2002
DEAN J. COON
65687LS

EXPIRES: 12/31/25



1/4 COR. SEC. 32/33
PER C.R. ON FILE,
17-47-X-09-2021
MONUMENT STAMPED:
MALHEUR COUNTY
1775 RATE
S32 S33
1992
LS2065
SURVEYOR

TYP. DETAIL OF SET #5 REBAR/R.P.C. TYP. DETAIL OF SET COPPER PLUG TYP. DETAIL OF SET 2" AL. CAP

PARTITION APPROVALS BY CITY/COUNTY

CITY PLANNER APPROVAL
COUNTY ASSESSOR APPROVAL
COUNTY SURVEYOR APPROVAL

MALHEUR COUNTY SURVEYOR (ORS 209.250)

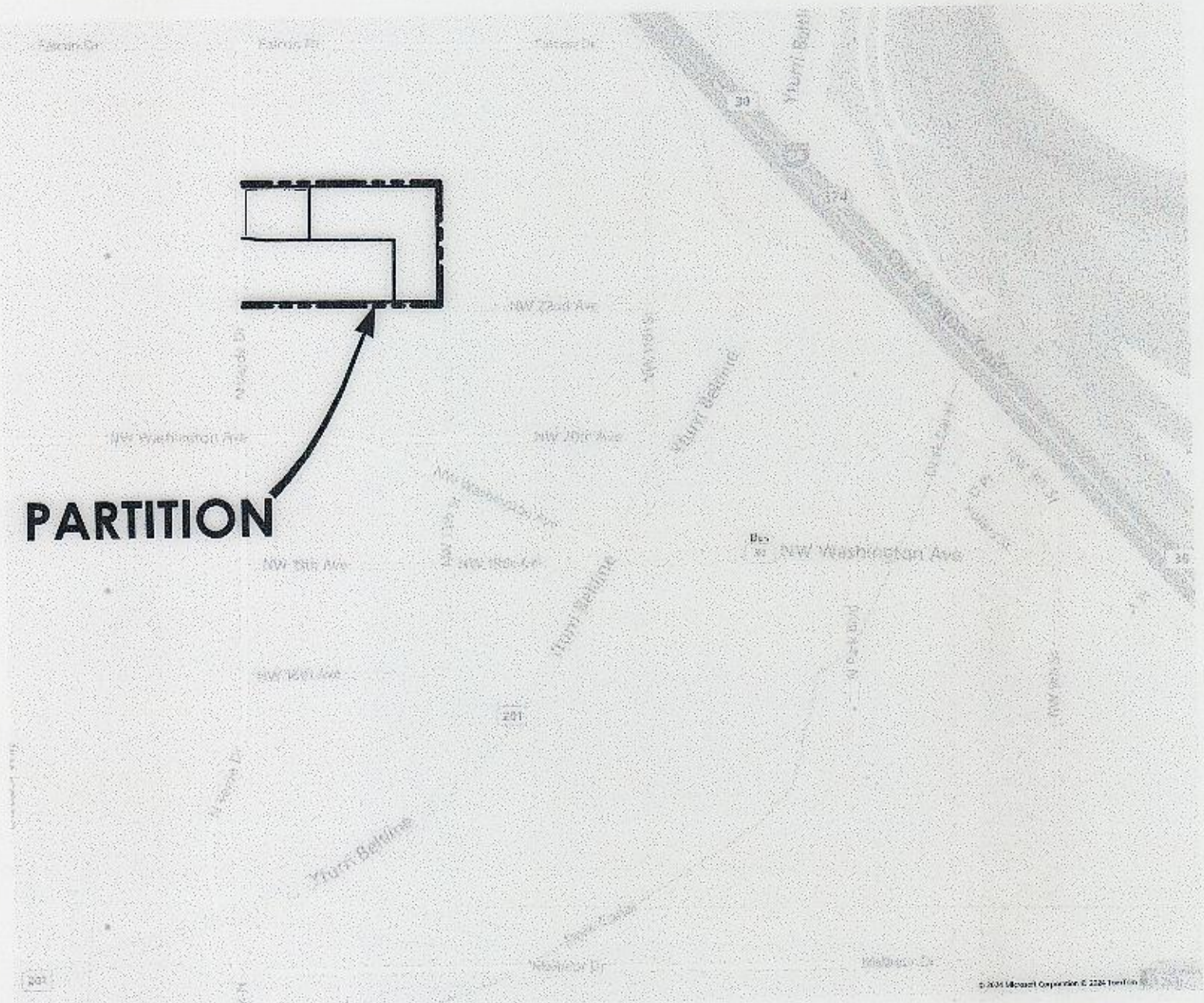
By _____
Received **04/10/2024**
Filed _____
Survey No. **17-47-0298**
Dwg. No. **B-01980**



TMAN'S RENTAL & RETAIL
ATLAS LAND SURVEYING
PROFESSIONAL LAND SURVEYING SERVICES
202 NE 9th Street • Fruitland, Idaho 83619
208-452-6462 (phone/fax) • 208-739-3802
atlas@atlas-survey.com

JOB NO: 22-033A-PP-TR
FIELD BOOK/PAGE: 17472-01, PG. 106
CADD FILE: 22-033A-PP.dwg
DRAWING NO.: B-0379
DRAWN BY: DJC
CHECKED BY: DEM
DATE/REVISIONS: 04/10/24-PRELM. REVIEW 05/06/24-FINAL PLOT
SHEET 1 OF 2

PARTITION PLAT NO. _____
A REPLAT OF LOTS 7 & 8, BLOCK 5, OREGON WESTERN
COLONIZATION CO. SUBDIVISION, SECOND ADDITION
WITHIN THE SW¹/₄ NW¹/₄ OF SECTION 33, TOWNSHIP 17 SOUTH,
RANGE 47 EAST, W.M., MALHEUR COUNTY, CITY OF ONTRAIO, OREGON



VICINTIY MAP (NOT TO SCALE)

DECLARATION & ACKNOWLEDGEMENT (ORS 92.075)
STATE OF OREGON
COUNTY OF MALHEUR

KNOW ALL MEN BY THESE PRESENTS
THAT TMAN'S RENTAL AND RETAIL SERVICES, LLC, IS THE OWNER OF THE LANDS AS SHOWN AND DESCRIBED ON THIS PLAT AND HAVE CAUSED THE SAME TO BE PARTITIONED AND SURVEYED IN ACCORDANCE WITH O.R.S. CHAPTER 92; AND HEREBY OFFER FOR DEDICATION, IN PERPETUITY, TO THE PUBLIC, ALL THAT PORTION OF THE R/W DEDICATION SHOWN AND DIMENSIONED HEREON, FOR ROADWAY PURPOSES. WE ALSO HEREBY DEDICATE, IN PERPETUITY, THE CROSS ACCESS EASEMENTS NOTED HEREON, FOR THE PURPOSE OF INGRESS & EGRESS FOR THE BENEFIT OF ALL PARCELS. THE PUBLIC UTILITY AND DRAINAGE EASEMENTS SHOWN AND DIMENSIONED HEREON ARE NOT DEDICATED TO THE PUBLIC, BUT THE RIGHT TO USE SAID EASEMENTS IS HEREBY PERPETUALLY RESERVED FOR PUBLIC UTILITIES, AND NO STRUCTURES, OTHER THAN FOR UTILITY PURPOSES, SHALL BE ERCTED WITHIN THE LIMITS OF SAID EASEMENT(S).

Bryson Thurman 05/14/24
BRYSON THURMAN, MEMBER DATE
TMAN'S RENTAL AND RETAIL SERVICES, LLC

STATE OF OREGON } S.S.
COUNTY OF MALHEUR }
ON THIS _____ DAY OF _____, 2024, A.D., BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED BRYSON THURMAN, AND PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE A MEMBER OF THE LIMITED LIABILITY COMPANY THAT EXECUTED THE INSTRUMENT OR THE PERSON WHO EXECUTED THE INSTRUMENT ON BEHALF OF SAID LIMITED LIABILITY COMPANY AND ACKNOWLEDGED TO ME THAT SUCH LIMITED LIABILITY COMPANY EXECUTED THE SAME. IN WITNESS WHEREOF, I HEREUNTO SET MY HAND.

Notary Public 5-14-24
SIGNATURE NOTARY PUBLIC - OREGON PRINTED NAME
COMMISSION NO.: 1091618
MY COMMISSION EXPIRES: 10-23-27

NARRATIVE (ORS 209.250)

THE FOLLOWING OBSERVATIONS AND OPINIONS ARE SUBMITTED REGARDING THE VARIOUS UNCERTAINTIES IN THE LOCATION OF LINES AND CORNERS ESTABLISHED OR REESTABLISHED FOR THIS SURVEY. MADE AT THE REQUEST OF BRYSON THURMAN, TO PARTITION LANDS DESCRIBED IN DEED #2022-0564, BEING LOTS 7 AND 8, BLOCK 5, CORRECTED PLAT OF OREGON AND WESTERN COLONIZATION CO. SUBDIVISION, SECOND ADDITION, ALL IN A PART OF THE NW¹/₄ OF SECTION 33, T. 17 S., R. 47 E., W.M., MALHEUR COUNTY, OREGON. THERE MAY BE UNWRITTEN RIGHTS ASSOCIATED WITH THESE UNCERTAINTIES:

- A) AVAILABILITY/CONDITION OF REFERENCE MONUMENTS**
CONTROLLING SECTION MONUMENTS WERE RECOVERED AND SURVEYED AS SHOWN, WITH THEIR RESPECTIVE CORNER RECORD FORMS. BASED ON THE RELATIVE POSITIONS OF THE FOUND MONUMENTS SHOWN, IT APPEARS THEY ARE IN LOCATIONS USED ON PREVIOUS RECORDS OF SURVEY (SEE LIST OF REFERENCES) AND HAVE LIKELY NOT BEEN DISTURBED, EXCEPT AS NOTED BELOW.
THE EXTERIOR BOUNDARIES OF THIS PARTITION WERE DETERMINED BASED ON PREVIOUSLY FILED M.C. SURVEY #17-46-0288. SEE THAT SURVEY FOR THE NARRATIVE REGARDING THE DETERMINATION OF THE BOUNDARIES.
A 1-1/4" O.D. IRON PIPE WAS FOUND IN THE VICINITY OF THE SOUTHWEST CORNER OF LOT 7, AND WAS HELD TO CONTROL THE SOUTH LINE OF LOT 7. THE EAST R/W LINE OF N. VERDE DRIVE WAS COMPUTED AT 30 FEET FROM THE SECTION LINE PER THE PLAT. THIS MAKES THE IRON PIPE A WITNESS CORNER TO THE SOUTHWEST CORNER OF LOT 7, AS SHOWN IN THE DETAIL.
OLD CEDAR FENCE POSTS AND ROTTED/BURNED OUT RAILROAD TIE POSTS, ALONG WITH REMNANTS OF AN OLD WIRE FENCE WERE FOUND ALONG THE NORTH LINE OF LOTS 1 AND 2 OF BLOCK 5. THIS LOCATION FITS THE PLAT DIMENSIONS VERY WELL, SO THE FENCE REMNANTS WERE HELD AS THE BEST AVAILABLE EVIDENCE AS THE LOCATION OF THIS LINE. LOT DIMENSIONS WERE THEN PROPORTIONED BASED ON THE PLAT.
- B) INCONSISTENCIES OF OCCUPATION IN RELATION TO THE SURVEYED LINES**
NO INCONSISTENCIES BETWEEN OCCUPATION AND THE SURVEYED LINES WAS OBSERVED.
- C) DISCREPANCIES IN RECORD DOCUMENTS**
NO DISCREPANCIES WERE FOUND BETWEEN THE RECORD DOCUMENTS USED AS REFERENCES TO THIS SURVEY.
- D) RANDOM ERROR IN MEASUREMENTS**
MEASUREMENTS TAKEN DURING THE COURSE OF THIS SURVEY WERE MADE USING JAVAD T3 AND TRIUMPH LS GNSS RECEIVERS USING REAL-TIME KINEMATIC METHODS. UNCERTAINTIES DUE TO RANDOM ERROR IN THESE MEASUREMENTS ARE LESS THAN 0.05 FEET. SURVEY DATA WAS PROJECTED TO THE ONTARIO ZONE OF THE OREGON COORDINATE REFERENCE SYSTEM (A LOW DISTORTION MAP PROJECTION (LDP)); NO ROTATION WAS APPLIED. CONVERGENCE ANGLE AT THE 1/4 CORNER OF SECTIONS 32|33: +00°00'37"
- LDP Meta Data:
DATUM: OPUS NAD83(2011)(EPOCH: 2010.0000)
OM: 117°00'00"W LAT. OF ORIGIN: 43°15'00"N
FALSE NORTH: 0m FALSE EAST: 80,000m SCALE: 1.000100
PROJECTION: TRANSVERSE MERCATOR

REFERENCES (IDENTIFIED BY SUPERSSCRIPTS)

- 1 1930 G.L.O. NOTES/PLAT
- 2 1947 CORRECTED PLAT OF OREGON AND WESTERN COLONIZATION CO. SUBDIVISION SECOND ADDITION
- 3 M.C. R.O.S. 17-47-0001 (DAVENPORT)
- 4 M.C. R.O.S. 17-47-0154 (BJORKLUND)
- 5 M.C. R.O.S. 17-47-0181 (NEITZ)
- 6 REPLAT OF WEST 166 FEET OF LOT 14 OF BLOCK 5 OF THE CORRECTED PLAT OF OREGON AND WESTERN COLONIZATION CO. SUBDIVISION SECOND ADDITION
- 7 DEED INST. #2022-0564 (TMAN'S RENTAL)
- 8 M.C. TAX MAP 17S47E33B, 05/04/2023 (ASSESSMENT/REFERENCE PURPOSES ONLY)
- 9 M.C. R.O.S. 17-47-0288 (ATLAS)

SURVEYORS CERTIFICATION (ORS 92.070)

I, DEAN J. COON, DO HEREBY CERTIFY THAT I AM A REGISTERED PROFESSIONAL LAND SURVEYOR, LICENSED BY THE STATE OF OREGON, AND THAT THIS PARTITION PLAT, AS SHOWN HEREON, CORRECTLY REPRESENTS AN ACTUAL SURVEY, MADE ON THE GROUND, UNDER MY DIRECT SUPERVISION, AND HAVE PROPERLY LOCATED AND MONUMENTED THE INITIAL POINT IN ACCORDANCE WITH ORS 92.060(1). THE FIRST BOUNDARY MONUMENT WAS SET ON 05/01/24. LANDS ENCOMPASSED IN THIS PARTITION, AND THE PARCELS CREATED BY IT, ARE DESCRIBED AS FOLLOWS:

LEGAL DESCRIPTION OF RECORD

Land in City of Ontario, Malheur County, Oregon, as follows:
In Township 17 South, Range 47 East, Willamette Meridian:
Section 33: Lots 7 and 8 of Block 5 in the OREGON AND WESTERN COLONIZATION CO. SUBDIVISION, 2ND ADDITION, according to the official plat thereof on file in the records of Malheur County.

REGISTERED
PROFESSIONAL
LAND SURVEYOR

DIGITALLY SIGNED

OREGON
JANUARY 8, 2002
DEAN J. COON
65687LS

EXPIRES: 12/31/25

DocuSigned by:

Dean J. Coon

DE0234415F6B47F...

PARTITION PLAT
CLIENT: TMAN'S RENTAL & RETAIL SERVICE
PREPARED BY: ATLAS LAND SURVEYING
SHEET 2 OF 2 DRAWING NO. B-0379

MALHEUR COUNTY SURVEYOR
(ORS 209.250)

By _____
Received 04/10/2024
Filed _____
Survey No. 17-47-0298
Dwg. No. B-01980



**AGENDA REPORT
PUBLIC HEARING
May 28, 2024**

To: Mayor and City Council
FROM: Kari Ott, Finance Director
THROUGH: Danny K. Cummings, City Manager
SUBJECT: **RESOLUTION #2024-109: STATE REVENUE SHARING**
DATE: May 22, 2024

PROPOSED MOTION:

I MOVE THE CITY COUNCIL ADOPT RESOLUTION #2024-109, A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES FOR THE FISCAL YEAR 2024-2025.

SUMMARY:

Attached is the following document:

Resolution 2024-109: A Resolution Declaring the City's Election to Receive State Revenues for the Fiscal Year 2024-2025.

BACKGROUND:

The City Council is required to annually approve a formal resolution in order to elect to receive state revenues.

CURRENT SITUATION:

The City of Ontario Budget Committee held Public Hearings on April 23 & 24, 2024, discussing the 2024-2025 budget which includes revenue sharing from the State of Oregon. The City Council is holding a Public Hearing on May 28, 2024, giving the citizens an opportunity to comment on the use of State Revenue Sharing, pursuant to ORS 221.770.

ANALYSIS:

- A. **STRATEGIC PLAN** No direct Strategic Plan impact.
- B. **FINANCIAL** The city will be able to receive State Revenues that are shared with cities throughout Oregon.
- C. **TIMING** The resolution is required to be approved on or before June 30, 2024, and resolutions must be approved by the City Council.
- D. **POLICY/LEGAL** An election to receive state revenues is required per ORS 221.770.

ALTERNATIVES:

A. Take No Action - The Council could take no action on this matter; this would mean the city would not be able to receive state revenues in the 2024-2025 fiscal year.

RECOMMENDATION:

Staff recommends the City Council approve Resolution #2024-109.

ATTACHMENTS:

1. Resolution #2024-109 STATE REVENUE SHARING



RESOLUTION #2024-109

A RESOLUTION TO DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES

WHEREAS, The City of Ontario Budget Committee held Public Hearings on April 23 and 24, 2023 and

WHEREAS, The City Council held a Public Hearing on May 28, 2024, giving citizens an opportunity to comment on the use of State Revenue Sharing.

NOW THEREFORE, BE IT HEREBY RESOLVED by the Ontario City Council:

Pursuant to ORS 221.770, the city hereby elects to receive state revenues for fiscal year 2024-2025.

EFFECTIVE DATE: Effective immediately upon passage.

PASSED AND ADOPTED by the City Council of the City of Ontario this 28nd day of May, 2024, by the following vote:

AYES:

NAYES:

ABSENT:

APPROVED by the Mayor this 28nd day of May, 2024.

Deborah K. Folden, Mayor

ATTEST:

Tori Barnett, MMC, City Recorder

I certify that a Public Hearing before the Budget Committee was held on April 23 and 24, 2024, and a Public Hearing before the City Council was held on May 28, 2024, giving citizens an opportunity to comment on use of State Revenue Sharing.

Tori Barnett, MMC, City Recorder



**AGENDA REPORT
PUBLIC HEARING
May 28, 2024**

To: Mayor and City Council

FROM: Kari Ott, Finance Director

THROUGH: Danny K. Cummings, City Manager

SUBJECT: **RESOLUTION #2024-110: ADOPT CITY OF ONTARIO 2024-2025 ANNUAL BUDGET**

DATE: May 22, 2024

PROPOSED MOTION:

I MOVE THE CITY COUNCIL ADOPT RESOLUTION #2024-110, A RESOLUTION TO ADOPT AND APPROPRIATE THE ANNUAL BUDGET FOR 2024-2025, IMPOSE THE TAXES UPON TAXABLE PROPERTY, AND CATEGORIZE THE TAXES IMPOSED FOR THE FISCAL YEAR 2024-2025.

SUMMARY:

The attached Resolution #2024-110 is a resolution to adopt and appropriate the annual budget for 2024-2025, impose the taxes upon taxable property, and categorize the taxes imposed for the fiscal year 2024-2025.

BACKGROUND:

The purpose of this agenda item is to adopt and appropriate the budget, impose taxes upon taxable property, and categorize the taxes imposed.

CURRENT SITUATION:

The City of Ontario Budget Committee held public hearings on April 23 & 24, 2024, and approved the 2024-2025 annual budget. The budget presented has one change from the Budget Committee recommendations. This is a change of \$9,800, which increases the technology budget by \$9,800 and decreases contingency by \$9,800. This cost is to budget for cloud storage for offsite backup. Currently, there is no offsite backup. The cost for this was not available at the budget committee meetings, which is why it wasn't proposed in the budget.

The required public hearing notice was published in the Argus Observer. The City Council is holding this public hearing on May 28, 2024, giving the citizens an opportunity to comment on the annual budget for 2024-2025.

ANALYSIS:

- A. **STRATEGIC PLAN** The budget presented for approval was based on the priorities set within the strategic plan.

- B. **FINANCIAL** The City Council will adopt and appropriate the annual budget in the amount of \$49,000,173.
- C. **TIMING** The budget is required to be approved on or before June 30, 2024.
- D. **POLICY/LEGAL** A budget is required to be approved by the City Council per ORS 294.

ALTERNATIVES:

A. Take No Action - The Council could take no action on this matter. If a budget is not approved by June 30, 2024, the city would not be able to receive property taxes and spend money as of July 1, 2024.

B. The Council could approve the budget just like the Budget Committee approved. This would not allow the city to have an offsite backup for data.

RECOMMENDATION:

Staff recommends the City Council approve Resolution #2024-110.

ATTACHMENTS:

1. Reso #2024-110 Adopting 2024-2025 Budget



RESOLUTION #2024-110

A RESOLUTION ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR 2024-2025

- WHEREAS,** The City of Ontario Budget Committee held advertised public hearings on April 23 & 24, 2024 to review the proposed budget; and
- WHEREAS,** The Budget Committee approved a revised budget to review by the Ontario City Council; and
- WHEREAS,** The Ontario City Council having held an advertised public hearing on May 28 2024, wishes to adopt the approved budget as recommended with one small change.

NOW THEREFORE, BE IT HEREBY RESOLVED that the Ontario City Council hereby adopts the annual budget for Fiscal Year 2024-2025 in the total of \$49,000,173 now on file at Ontario City Hall.

BE IT RESOLVED that amounts for the annual budget for the fiscal year beginning July 1, 2024, and for the purposes shown below are hereby appropriated as follows:

001 - GENERAL FUND	Appropriated Budget 2024-2025
Administration	\$605,440
Administrative Overhead	590,214
City Council	33,357
Non-Departmental Appropriations	433,000
Business Registrations	1,100
Cemetery	218,082
Community Development	199,025
Finance	273,878
Fire	2,300,409
Code Enforcement	165,030
Parks	278,294
Police	5,645,814
Technology	239,559
Capital Outlay	326,500
Interfund Transfers	639,558
Contingencies	468,162
TOTAL REQUIREMENTS.....	\$12,417,422
* <i>Unappropriated Ending Fund Balance</i>	<i>\$1,700,000</i>

002 – MARIJUANA ENFORCEMENT FUND	Appropriated Budget 2024-2025
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Public Safety – Marijuana Enforcement

Personnel Services \$32,455

TOTAL REQUIREMENTS..... \$32,455

010 - GRANT FUNDS	Appropriated Budget 2024-2025
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Grants \$1,611,652

TOTAL REQUIREMENTS..... \$1,611,652

027 – BUILDING FUND	Appropriated Budget 2024-2025
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Building Program

Personnel Services \$276,523

Materials & Services 38,348

Contingencies 475,782

TOTAL REQUIREMENTS..... \$790,653

030 - CAPITAL PROJECTS FUND	Appropriated Budget 2024-2025
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Special Projects \$1,266,792

Public Works – Utility Capitalization Fee 4,966,162

E. Idaho Avenue 68,704

Park Improvements 80,000

W. Idaho Ext 118,977

Fire Apparatus 373,718

Downtown Attraction/Beautification 70,363

SRCI Wastewater 36,547

SRCI Water 24,375

TOTAL REQUIREMENTS..... \$7,005,638

031 - SDC FUND	Appropriated Budget 2024-2025
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System Development Charge Projects \$915,814

TOTAL REQUIREMENTS..... \$915,814

045 - STREET FUND	Appropriated Budget 2024-2025
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Street Maintenance \$6,563,003

TOTAL REQUIREMENTS..... \$6,563,003

050 - TRUST FUNDS	Appropriated Budget 2024-2025
Chamber of Commerce	\$242,000
Fairgrounds	32,500
Ontario Promise	34,459
OSS Mitigation	164,493
Recreation District	279,191
Visitors & Convention Bureau	398,745
Cemetery Perpetual	70,000
TOTAL REQUIREMENTS.....	\$1,221,388
* <i>Unappropriated Ending Balance</i>	<i>\$177,448</i>

055 - RESERVE FUNDS	Appropriated Budget 2024-2025
Insurance Claims	\$61,195
Bike Path and Trails	551,860
Emergency Equipment	218,217
Public Safety	1,053,983
Public Works	1,488,879
PERS Side Account	356,480
Economic Development Infrastructure	93,733
GC Sinking	600
High Desert Task Force	16,498
Interfund Transfers	100,000
Contingencies	633,961
TOTAL REQUIREMENTS.....	\$4,475,406

060 - REVOLVING LOAN FUND	Appropriated Budget 2024-2025
Economic Development loans	\$321,014
TOTAL REQUIREMENTS.....	\$321,014

105 - WATER FUND	Appropriated Budget 2024-2025
<i>Water Treatment</i>	
Water treatment operations	\$2,892,887
Capital Outlay	1,258,000
Debt Service	275,475
Interfund Transfers	345,216
Contingencies	1,624,463
TOTAL REQUIREMENTS.....	\$6,396,041

110 - SEWER FUND	Appropriated Budget 2024-2025
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Wastewater Treatment

Wastewater treatment operations	\$2,393,262
Capital Outlay	1,827,000
Debt Service	246,230
Interfund Transfers	299,149
Contingencies	1,664,179
TOTAL REQUIREMENTS.....	\$6,429,820

115 - STORM SEWER FUND	Appropriated Budget 2024-2025
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Storm Sewer

Storm sewer operations	\$101,275
Capital Outlay	50,000
Interfund Transfers	10,808
Contingencies	317,507
TOTAL REQUIREMENTS.....	\$479,590

120 – AIRPORT FUND	Appropriated Budget 2024-2025
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Ontario Municipal Airport

Airport operations	\$292,526
Capital outlay	39,751
Transfers	8,000
TOTAL REQUIREMENTS.....	\$340,277

Total Appropriations, All Funds	\$49,000,173
*Total Unappropriated and Reserve Amounts, All Funds	\$1,877,448
TOTAL ADOPTED BUDGET	\$50,877,621

IMPOSING THE TAX

BE IT RESOLVED THAT THE Ontario City Council hereby imposes the taxes provided for in the adopted budget at the of \$4.8347 per \$1,000 of assessed value for operations, and that these taxes are hereby imposed and categorized for tax year 2024-2025 upon the assessed value of all taxable property within the district.

CATEGORIZING THE TAX

BE IT FURTHER RESOLVED that the Ontario City Council categorizes the taxes as follows:

General Government Limitation	Excluded from Limitation
General Fund \$4.8347 / \$1,000	\$0.00

EFFECTIVE DATE: Effective July 1, 2024.

PASSED AND ADOPTED by the City Council of the City of Ontario this 28th day of May, 2024, by the following vote:

AYES:

NAYES:

ABSENT:

APPROVED by the Mayor this 28th day of May, 2024

Deborah K. Folden, Mayor

ATTEST:

Tori Barnett, MMC, City Recorder



ONTARIO
OREGON

Public Works Department

QUARTERLY PRESENTATION JANUARY – MARCH 2024

Engineering Development Review & Special Projects



- 16 Right of Way permits issued
- 8 PDAC meetings held
- 2 address changes or additions
- Multiple plan reviews
- Water Treatment Plant expansion
- SE 5th Ave Pedestrian Improvement Project
- Flocculation basin design
- Annual Cross Connection report
- Sidewalk grant applications and construction inspection



Engineering Development Review & Special Projects



- Tapadera Lift Station construction
- Sidewalk grant program



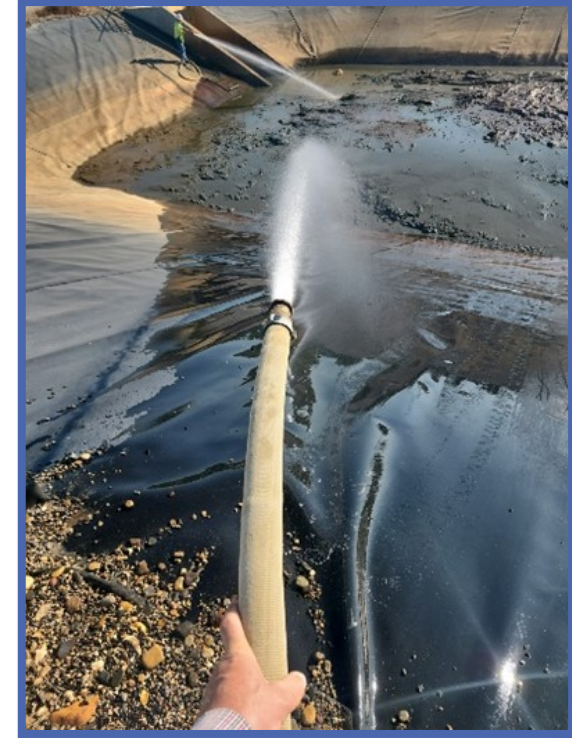
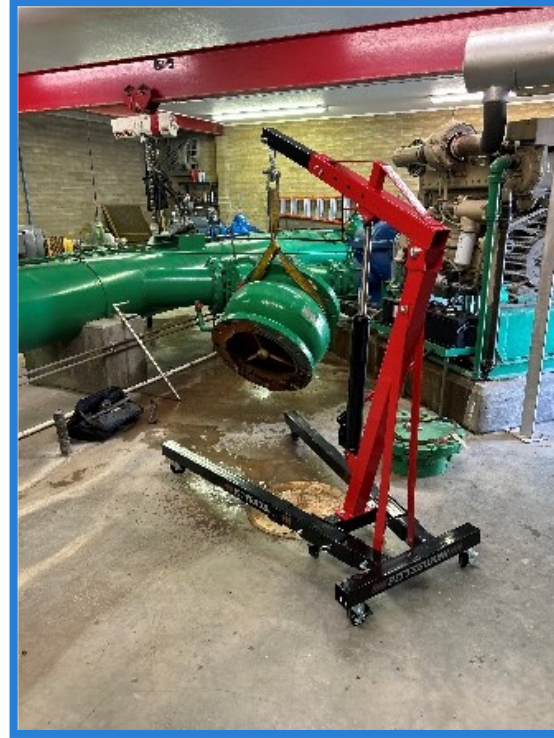
Water Treatment Plant



- Set up new back up auxiliary pump to pull from the river
- Sampled all source water for PFAS
- Replaced a 14" check valve on high service pump #2
- Worked with contractor on the new WesTech unit



Water Treatment Plant



Wastewater Treatment Plant



- Installed a new Ph adjustment line for adjusting Ph levels on the treated effluent when discharging to the Snake River
- Aerator maintenance
- Applied ground sterilant and herbicide throughout the property
- NPDES permit renewal kick off meeting with OR DEQ



Wastewater Treatment Plant



Buildings, Parks & Cemeteries



- 12 funerals at Evergreen and 3 funerals at Sunset Cemetery
- Applied fertilizer to the parks
- Inspected and serviced all mowers, trimmer and equipment
- Snow and ice removal on sidewalks and TVCC trail



Building, Parks & Cemeteries



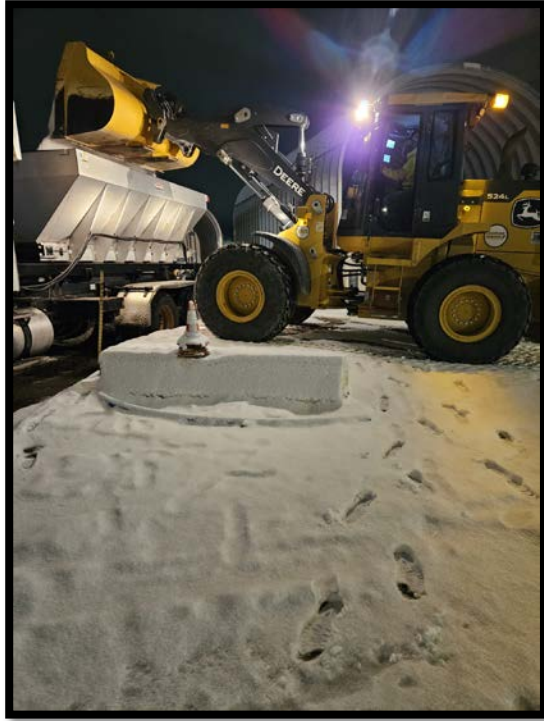
Field Services



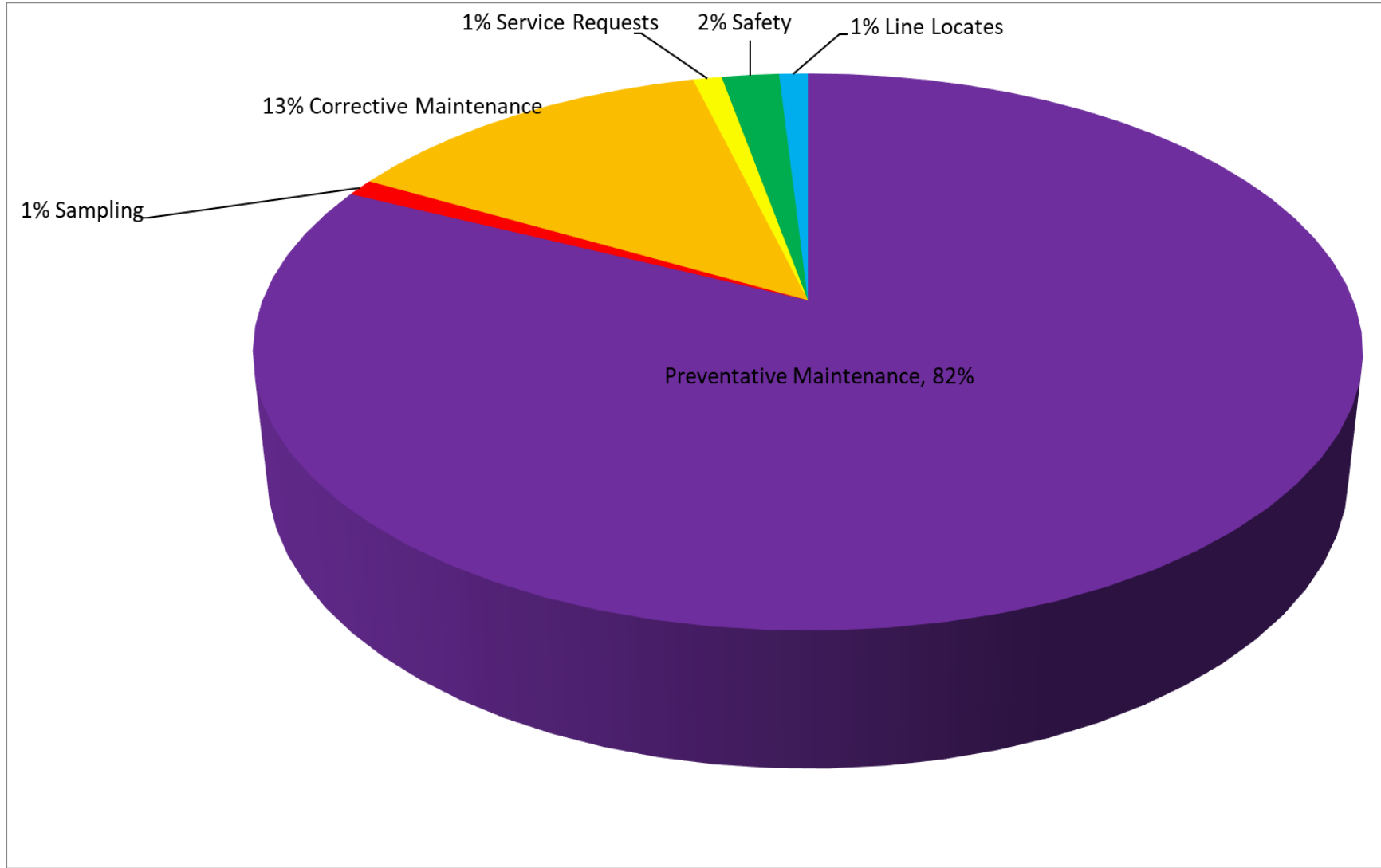
- Installed 1 new water service
- Replaced 82 water meters that failed
- 144 utility locates completed
- Graded the gravel sections of road throughout town
- Traffic control for special events downtown
- Primary and secondary routes swept
- Snow and Ice control
- Repaired a water main hit by a contractor installing underground power



Field Services: Streets & Collection/Distribution



Department Summary





ONTARIO
OREGON

Questions?



Accounts Payable

Checks by Date - Summary by Check Date

User: kari.ott
Printed: 5/22/2024 3:45 PM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	878915	Jacobs Engineering Group, Inc.	04/04/2024	1,613.27
131640	0143466	Amazon Capital Services	04/04/2024	198.65
131641	130624	B & W Car Wash	04/04/2024	9.00
131642	UB*12178	BAKER & MURAKAMI PRODUCE CO.	04/04/2024	468.18
131643	21409	Big Sky Sportswear	04/04/2024	20.13
131644	879076	Blue Ground Northwest, LLC	04/04/2024	26,102.00
131645	879494	Bruneel, LLC	04/04/2024	1,204.18
131646	637828	Century Link Communications, LLC	04/04/2024	58.26
131647	879828	Galls	04/04/2024	1,151.69
131648	UB*12176	TRAVIS HOLT	04/04/2024	81.88
131649	879612	Michael Iwai	04/04/2024	88.50
131650	451600	Malheur County Administration Office	04/04/2024	200.00
131651	457799	Malheur Drainage District	04/04/2024	3,075.34
131652	&509	Matsy's Restaurant & Catering	04/04/2024	45.00
131653	879163	McCurry Ontario Motors, LLC	04/04/2024	924.78
131654	879551	Painter Holdings & Business Ventures, Inc.	04/04/2024	19.50
131655	642080	Petty Cash	04/04/2024	1.60
131656	879226	PortaPros	04/04/2024	609.40
131657	642093	Red's Automotive Repair, Inc.	04/04/2024	95.39
131658	879469	SBRK Finance Holdings, Inc.	04/04/2024	1,607.00
131659	879764	T&Z Hardware, Inc.	04/04/2024	4.59
131660	UB*12177	ELIZABETH TAMEZ	04/04/2024	217.91
131661	774300	T-N-T Signs & Graphics	04/04/2024	32.00
131662	879553	Training & Employment Consortium	04/04/2024	330.00
131663	788402	TransUnion Risk & Alternative Data Soluti	04/04/2024	75.00
131664	879733	Waste Connections of Oregon, Inc.	04/04/2024	444.10
131665	879635	Western Building Maintenance, Inc.	04/04/2024	4,372.08
131666	183201	CK3, LLC	04/04/2024	3,480.00
131667	183201	CK3, LLC	04/04/2024	1,980.00
131668	183201	CK3, LLC	04/04/2024	6,090.00
131669	215995	D & A Glass Company, Inc.	04/04/2024	3,920.00
131670	270205	Emergency Responder Services, Inc.	04/04/2024	287.00
131671	879819	Express Services, Inc.	04/04/2024	475.00
131672	716050	McClatchy Company, LLC	04/04/2024	163.60
131673	408200	J-U-B Engineers, Inc.	04/04/2024	12,210.00
131674	879163	McCurry Ontario Motors, LLC	04/04/2024	1,000.00
Total for 4/4/2024:				72,655.03
131675	480000	911 Supply	04/12/2024	738.44
131676	879058	A Plus Awards	04/12/2024	29.25
131677	0143466	Amazon Capital Services	04/12/2024	294.73
131678	037600	AT&T	04/12/2024	24.63
131679	879583	Benson's Trophies & Plaques, Inc.	04/12/2024	219.00
131680	879494	Bruneel, LLC	04/12/2024	2,914.61
131681	144000	Cascade Natural Gas Corporation	04/12/2024	884.81
131682	879451	CDR Labor Law, LLC	04/12/2024	2,458.00

Check No	Vendor No	Vendor Name	Check Date	Check Amount
131683	637830	Century Link	04/12/2024	528.59
131684	879828	Galls	04/12/2024	1,831.77
131685	879641	Garrett's Dry Cleaning, LLC	04/12/2024	29.96
131686	376000	Idaho Power	04/12/2024	2,233.02
131687	879191	Kristy Lynn Janti	04/12/2024	12.00
131688	879417	LightSpeed Networks, Inc.	04/12/2024	1,213.59
131689	879363	Danielle Llamas	04/12/2024	361.80
131690	451750	Malheur County Sheriff's Office	04/12/2024	58,199.65
131691	879163	McCurry Ontario Motors, LLC	04/12/2024	1,351.33
131692	461607	MicroTechnology Systems, Inc.	04/12/2024	18.00
131693	879301	Net Assets Corporation	04/12/2024	270.00
131694	539200	Ontario Area Chamber of Commerce	04/12/2024	200.00
131695	582200	Oregon Association Chiefs of Police	04/12/2024	67.45
131696	242083	State of Oregon Department of Transportati	04/12/2024	9.80
131697	528405	Oster Professional Group, CPA's PC	04/12/2024	26,702.83
131698	642093	Red's Automotive Repair, Inc.	04/12/2024	901.69
131699	879803	SAR, Inc.	04/12/2024	2,264.01
131700	879145	Silver Signet, LLC	04/12/2024	55.00
131701	689005	Chad Sombke, Ph.D., PC	04/12/2024	500.00
131702	130950	Sparklight Business	04/12/2024	140.72
131703	T770949	David Thompson	04/12/2024	10,000.00
131704	879595	T-Mobile USA, Inc.	04/12/2024	200.00
131705	879720	Total Package Enterprises, LLC	04/12/2024	34.95
131706	879733	Waste Connections of Oregon, Inc.	04/12/2024	57.38
131707	879151	Waste-Pro	04/12/2024	50.05
131708	408200	J-U-B Engineers, Inc.	04/12/2024	60,440.00
131709	21847	Vernon L. Keffer	04/12/2024	4,500.00
131710	516494	State of Oregon Department of Transportati	04/12/2024	2,500.81
Total for 4/12/2024:				182,237.87
ACH	878915	Jacobs Engineeering Group, Inc.	04/15/2024	1,427.51
131711	879263	Casey Walker	04/15/2024	594.00
Total for 4/15/2024:				2,021.51
131712	0143466	Amazon Capital Services	04/18/2024	400.35
131713	879745	AT&T Mobility, LLC	04/18/2024	1,241.43
131714	879847	Francisco Barrera	04/18/2024	25.00
131715	879637	Bryant Lovlien & Jarvis PC Attorneys at La	04/18/2024	3,875.00
131716	100069	Jared Gammage	04/18/2024	145.00
131717	879191	Kristy Lynn Janti	04/18/2024	72.00
131718	412500	Keller Associates, Inc.	04/18/2024	5,282.25
131719	879848	John Kirby	04/18/2024	135.34
131720	879849	Knights of Columbus	04/18/2024	30.00
131721	440000	L.N. Curtis and Sons	04/18/2024	46.99
131722	441140	Looks Nu, Inc.	04/18/2024	294.00
131723	879163	McCurry Ontario Motors, LLC	04/18/2024	202.54
131724	879820	Myers Alignment	04/18/2024	745.00
131725	642093	Red's Automotive Repair, Inc.	04/18/2024	386.87
131726	879145	Silver Signet, LLC	04/18/2024	28.80
131727	738002	Symbol Arts, LLC	04/18/2024	70.00
131728	879680	US Bank Equipment Finance	04/18/2024	2,671.49
Total for 4/18/2024:				15,652.06

Check No	Vendor No	Vendor Name	Check Date	Check Amount
131729	0143466	Amazon Capital Services	04/25/2024	86.84
131730	033300	Argus Observer	04/25/2024	78.67
131731	879637	Bryant Lovlien & Jarvis PC Attorneys at La	04/25/2024	2,000.00
131732	637830	Century Link	04/25/2024	678.37
131733	UB*12179	SILVIA CRUZ	04/25/2024	58.09
131734	UB*12182	BOBBIE HARROD	04/25/2024	13.36
131735	UB*12180	STEPHANIE HUGHES	04/25/2024	88.38
131736	376000	Idaho Power	04/25/2024	2,892.64
131737	UB*12181	DANIEL POST	04/25/2024	27.34
131738	879748	Nick Tambornini	04/25/2024	3,218.00
131739	879553	Training & Employment Cosortium	04/25/2024	209.00
131740	879635	Western Building Maintenance, Inc.	04/25/2024	175.00
131741	033300	Argus Observer	04/25/2024	126.06
131742	183201	CK3, LLC	04/25/2024	1,690.00
131743	22427	Conсор North America, Inc.	04/25/2024	4,555.00
131744	408200	J-U-B Engineers, Inc.	04/25/2024	3,053.10
131745	22427	Conсор North America, Inc.	04/25/2024	2,147.50
Total for 4/25/2024:				21,097.35
Report Total (108 checks):				293,663.82

MALHEUR COUNTY BUDGET COMMITTEE MEETING MINUTES

April 23-24, 2024

The County Budget Committee continued its meeting on April 24, 2024 at 9:00 a.m. in the County Court Office of the Malheur County Courthouse to consider the 2024/2025 budget with Judge Dan Joyce, Commissioner Ron Jacobs, and Commissioner Jim Mendiola; Budget Committee Members Janice Belnap, Bob Skinner, and Lee Newman joined at approximately 9:05 a.m.; and Budget Officer Lorinda DuBois present. Those persons discussing the budget with the Budget Committee were present electronically or in-person, as was various staff members. Notice of the meeting was published in the Argus Observer and on the County website and emailed to the Argus Observer, Malheur Enterprise, and those persons who have requested notice. The meeting was audio recorded.

ROAD DEPARTMENT

Road Supervisor Dave Tiffany discussed and answered questions concerning Page 32 - Marine & Park; Pages 40-42 - Road Fund; Page 43 - Major Bridge Fund; Page 44 - Road Equipment Fund; and Page 45 - Road Improvement Fund.

Page 32 - Marine & Park: BOR Access Compliance line item was added to correct some ADA deficiencies at Bully Creek Park. Capital Outlay is to re-stripe the parking lot. The irrigation system needs to be replaced; Mr. Tiffany is working to obtain bids for the irrigation system. The Park was reseeded this Spring.

Pages 40-42 - Road Fund: The Exchange Fund program was continued and simplified, the Road Districts receive a portion of these funds; Shop Tools & Supplies was slightly increased; repeater work is needed on Cottonwood and funding is in the Communications line item; JV Asphalt was slightly increased for a crack-seal project.

Page 43 - Major Bridge Fund: \$50,000 was transferred from the Road Fund to the Major Bridge Fund.

Page 44 - Road Equipment Fund: \$300,000 was transferred from the Road Fund to the Road Equipment Fund.

Page 46 - Road Improvement Fund: There have been no landowner road improvement projects in many years.

DISTRICT ATTORNEY'S OFFICE

District Attorney Dave Goldthorpe and Management Assistant Sasha Goodell discussed and answered questions concerning Pages 9-10 - District Attorney; Page 11 - VOCA Grant/DA; Page 12 - CAMI Grant/DA; Page 14 - CFA/DA; and Page 52 - DA Enforcement. For over a year there have been one or more vacancies for attorney positions. There is a new opportunity to hire attorneys under the Oregon State Bar's provisional licensing program - it is a mentorship program in which the attorney can gain their bar license. The classification system for the attorney positions was restructured. A Summer Clerk position was added (student clerkship). Two of the grants recently went through the audit process. The Victims Services department is funded approximately 70% by grant funds; victims services is a constitutional requirement. Mr. Goldthorpe requested an increase to his salary supplement; the Requested budget is \$20,000 and the Proposed budget is \$12,000. See instrument # *** for the written correspondence.

BUILDING DEPARTMENT

Building Official Adele Schaffeld discussed Pages 73-74 - Building Department. July will be Ms. Schaffeld's fifth year running the State's building code program in Malheur county. The program is completely self-funded. The Building Department covers all of the jurisdictions in Malheur county other than the City of Ontario; Ontario has its own building department and the County provides the plumbing and electrical programs for the City of Ontario. An average of 150 permits are issued per month. It is proposed to change Ms. Schaffeld's position to a 40 hour work week (Ms. Schaffeld is responsible for plan reviews and inspections (except for electrical and some plumbing)). The Building Department will relocate to the Goodfellow building in Ontario as its lease with the City of Nyssa terminates December 2024.

LAW LIBRARY

Page 49 - Law Library was reviewed.

TAYLOR GRAZING FUND

Page 53 - Taylor Grazing Fund was reviewed; this is federal funding and is used for range improvement projects; the Taylor Grazing Board will not be contributing \$25,000 to the Weed Control fund as it has in the past.

SPECIAL TRANSPORTATION FUND

Page 58 - Special Transportation Fund was reviewed; revenue is ODOT grant funds for transportation purposes and the County subcontracts with MCOA&CS to provide the services. The "5311 Match" is in this budget.

MENTAL HEALTH FUND

Page 65 - Mental Health Fund was reviewed; funds are from the State and passed thru to Lifeways for mental health services.

TREASURER/TAX OFFICE

Treasurer/Tax Collector Jennifer Forsyth discussed Page 8 - County Treasurer/Tax. There was recent state legislation that puts a hold on next year's foreclosure sale so the Publication/Lien Costs line item will not be fully used. Bank Fees and Affiliation Dues were slightly increased.

SNAKE RIVER ECONOMIC DEVELOPMENT ALLIANCE (SREDA)

SREDA Executive Director Kristen Nieskens requested funding to support SREDA. SREDA encompasses Payette and Washington Counties (Idaho) and Malheur County and markets the 3 counties in 2 states as 1 region; it is a public-private partnership. SREDA target industries are: Agriculture and Food Processing, Distribution and Transportation, Manufacturing, Internet Based Services,

and Outdoor Recreational Businesses. Membership dues for public entities is based on a \$1/population, but not to exceed \$10,000. Funds the County has contributed to SREDA in the past are paid out of the Technical Assistance line in the Economic Development budget. Commissioner Jacobs noted that the County has its own Economic Development director and while the County is supportive of SREDA's efforts it may not financially support SREDA the full \$10,000. See instrument # *** for SREDA's 2023 Annual Report.

ECONOMIC DEVELOPMENT FUND

Economic & Community Development Director Taylor Rembowski discussed and answered questions concerning Pages 38-39 - Economic Development Fund. Malheur County Development Corporation (MCDC) Executive Director is paid for from the Contracted Services line item. The Technical Assistance line item has historically been used to contribute funding to SWCD, SREDA and Poverty to Prosperity (P2P). Mr. Rembowski proposed contributing \$5,000 to SREDA and \$5,000 to P2P. Transfers from this budget proposed are: \$20,000 to Extension Service, \$15,000 to Special Transportation Fund, \$10,000 to Ontario Community Library for Bookmobile services, and \$122,402 to the Reload /Industrial Park Project budget.

VETERANS SERVICE

Veterans Service Office Connie Tanaka discussed and answered questions concerning Page 31 - Veterans Service; and Page 66 - CVSO Expansion Fund. Mr. Tanaka introduced Mike and Jeanie Singleton; Mr. Singleton is an Air Force Vietnam War Veteran who Mr. Tanaka has assisted. Mr. Tanaka advocates for veterans and assists with the filing of claims and benefits.

POVERTY TO PROSPERITY (P2P)

Riley Hill with Poverty to Prosperity requested \$10,000 to support efforts of P2P. This past year 65 students obtained certifications through the welding program; 22 CNA certifications; and 12 phlebotomy certifications; and 1 early childhood development certification. Current efforts include trying to implement an apprenticeship program at the high school level for plumbers and electricians. Funding to support P2P is appropriated from the Technical Assistance line in the Economic Development budget. Consensus was to contribute \$10,000 to P2P.

SREDA

Consensus was to contribute \$5,000 to SREDA.

45TH PARALLEL FUND

Page 72 - 45th Parallel Fund was reviewed; funds can only be expended upon the agreement of the District Attorney and County Court. District Attorney Goldthorpe has previously indicated he would not object to transferring the funds out of this budget. Consensus was to transfer the funds to General fund and close the 45th Parallel Fund.

The meeting recessed for lunch.

RELOAD/INDUSTRIAL PARK PROJECT

Page 75 - Reload/Industrial Park Project was reviewed; the interest and principal payment for the Business Oregon Special Public Works Fund loan is budgeted in this fund. The funds are transferred from the Economic Development Fund.

AMERICAN RESCUE PLAN

Page 76 - American Rescue Plan was reviewed. Funds must be expended per the requirements of the American Rescue Plan Act (ARPA). \$3,512,022 has been expended; an additional \$842,674 is obligated for projects in progress but not completed; and several projects are planned but not yet obligated. The ARPA funds must be obligated by the end of 2024; and projects must be completed by 2026. Consensus was to include the irrigation system at Bully Creek and an E-ticket system for the Sheriff's Office as ARPA projects.

OPIOID SETTLEMENT FUNDS

Page 77 - Opioid Settlement Fund was reviewed; these funds can only be used for specific purposes as stated in the settlement agreement.

LOCAL ASSIST LATCF

Page 78 - Local Assist LATCF (Local Assistance and Tribal Consistency Fund) was reviewed; \$2,829,839 has been expended; approximately \$9 million remains in this fund. County projects are still being considered, such as building a facility for the Dispatch Center with additional County office space. These funds are to be used for services the County government provides. ARPA does not allow for purchasing or building of new facilities; but does allow for remodeling. LATCF does allow for the purchase or building of facilities that support the County government services it provides.

ONTARIO JUSTICE COURT

Justice of the Peace Margie Mahony discussed Page 13 - Ontario Justice Court. Materials & Services line items were slightly adjusted from last year. The Justice Court is on track to bring in over \$2 million this fiscal year (does not all go to the County).

INSURANCE RESERVE

Page 80 - Insurance Reserve was reviewed. The County is self-insured for unemployment; workers compensation and liability insurance is paid from this fund.

CAR POOL FUND

Page 81 - Car Pool Fund was reviewed. A vehicle will be assigned to the Economic Development department.

GENERAL COUNTY EQUIPMENT FUND

Pages 83-84 - General County Equipment Fund was reviewed. Saving for future projects is done in this fund (such as HVAC,

phone system, election equipment). The courthouse central copy machine and county phone system is in this fund.

The County budget meeting was closed and the ASD budget meeting was opened.

AMBULANCE SERVICE DISTRICT (ASD)

Ms. DuBois reviewed the Ambulance Service District budget. Notice of the budget meeting was published in the Argus Observer. A new ASD Coordinator was hired; the position is .60 FTE. Direct Payments to Providers was increased approximately \$24,000 from last year.

The ASD budget meeting was closed and the County budget meeting was reopened.

GENERAL COUNTY CONTINGENCY

Page 19 - General County Contingency was adjusted with the agreed upon changes to \$2,925,576. See instrument # *** for the agreed upon changes.

NON PROGRAM

Page 20 - Non Program was reviewed. A new line item for Outside Legal Defense was added. Predatory Animal Control and Dog Control are in this fund. Union Agreements expire December 2024.

GENERAL FUND NON-DEPARTMENTAL REVENUES

Page 1 - General Fund Non-Departmental Revenues was reviewed; these are revenue sources not tied to a specific department.

EXTENSION SERVICE

The Office Manager position in the Extension Service was further discussed. Mr. Newman expressed support for continuing to contribute financial support to the Extension Service as agriculture is very important to our County. Ms. DuBois explained that the Extension taxing district receives over \$500,000 annually from the County taxpayers and that contributing County General funds is additional taxpayer monies supporting the Extension programs. The County Court is the governing body of the Extension Service District; and Ms. DuBois is the budget officer. Commissioner Jacobs expressed that he believes the County should show support for the Extension Service and have a County employee at the Extension office; Commissioner Mendiola agreed with the value of having a County employee in the Extension office. Judge Joyce noted that one of the reasons for efforts to form the taxing district was that OSU was reducing funding for research carried out on Extension projects. Further discussion and changes to the budget can be made by the County Court before budget adoption in June.

APPROVALS

Judge Joyce moved to approve the budget for the Malheur County Ambulance Service District for the 2024-2025 fiscal year in the amount of \$322,120. Mr. Newman seconded and the motion passed unanimously.

Judge Joyce moved to approve the budget for the Malheur County Agricultural Educational Extension Service District for the 2024-2025 fiscal year in the amount of \$2,286,065. Commissioner Mendiola seconded and the motion passed unanimously.

Judge Joyce moved to approve property taxes for the 2024-2025 fiscal year at the rate of \$0.23 per \$1,000 of assessed value for operating purposes in the District Special Fund. Commissioner Jacobs seconded and the motion passed unanimously.

Judge Joyce moved to approve the budget for Malheur County for the 2024-2025 fiscal year in the amount of \$64,414,087. Mr. Newman seconded and the motion passed unanimously. Judge Joyce moved to approve property taxes for the 2024-2025 fiscal year at the rate of \$2.5823 per \$1,000 of assessed value for operating purposes in the General Fund. Mr. Newman seconded and the motion passed unanimously.

The meeting was adjourned.

MALHEUR COUNTY COURT MINUTES

May 8, 2024

The regularly scheduled meeting of the County Court was called to order by Commissioner Ron Jacobs at 9:00 a.m. in the County Court Office with Commissioner Jim Mendiola present. Judge Dan Joyce was absent. Members of the media, public and staff had the opportunity to join the meeting electronically or in-person. Staff present in the meeting room were Administrative Officer Lorinda DuBois and Road Supervisor Dave Tiffany. 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 # [2024-1343](#)

PROCLAMATION - CORRECTIONAL DEPUTY WEEK

Undersheriff Dave Kesey, Lieutenant Rachel Reyna, Sergeant Josh Griffith, and Sergeant Kevin Ponce met with the Court and presented a Proclamation declaring May 5-11, 2024 as Correctional Deputy Week; Undersheriff Kesey read the Proclamation.

PROCLAMATION CORRECTIONAL DEPUTY WEEK

MAY 5-11, 2024

BY THE MALHEUR COUNTY COURT, OREGON

WHEREAS, since 1984 the Congress of the United States, and the President of the United States have established the first week of May as National Correctional Officers' Week; and

WHEREAS, Malheur County considers the services of the Sheriff's Correctional Deputies to be critical to the interest of the community; and

WHEREAS, Corrections employees model ethical and pro-social behaviors while holding offenders accountable for their actions and reducing the risk of future criminal behavior and future victimization; and

WHEREAS, Corrections Deputies are highly trained and productive members of the County workforce; and

WHEREAS, our County enjoys a high standard of public health and safety and we owe a great deal of gratitude to them. During this special observance we extend a profound thank you to each member of the corrections staff.

NOW, THEREFORE, the Malheur County Court proclaims the week of May 5-11, 2024 to be Malheur County Corrections Week. We invite all residents to observe this week in honor of our Corrections Deputies who help to protect our health and safety.

Commissioner Mendiola moved to proclaim the week of May 5-11, 2024 as Malheur County Corrections Week. Commissioner Jacobs seconded and the motion passed.

Undersheriff Kesey and Lieutenant Reyna expressed appreciation for the corrections staff as did the Court members.

COURT MINUTES

Commissioner Jacobs moved to approve Court Minutes of May 1, 2024 as written. Commissioner Mendiola seconded and the motion passed.

QUITCLAIM DEEDS - COUNTY LAND SALE

Commissioner Mendiola moved to approve the following Quitclaim Deeds for properties sold at the recent County Land Sale: Quitclaim Deed to William and Rochelle Heid for Ref. # 16345, Instrument # [2024-1354](#); Quitclaim Deed to the Michael Kincade Revocable Trust of 2014 for Ref. # 12322, Instrument # [2024-1353](#); Quitclaim Deed to Arrien Land & Livestock Corporation for Ref. #5385, Instrument # [2024-1352](#); Quitclaim Deed to the Michael Kincade Revocable Trust of 2014 for Ref. # 11767, Instrument # [2024-1351](#); Quitclaim Deed to the Michael Kincade Revocable Trust of 2014 for Ref. # 11914, Instrument # [2024-1350](#); Quitclaim Deed to Government Land Sales for Ref. # 11929, Instrument # [2024-1349](#); Quitclaim Deed to Kayo R. Rhodes for Ref. # 11964, Instrument # [2024-1348](#); Quitclaim Deed to Government Land Sales for Ref. # 12282, Instrument # [2024-1347](#); Quitclaim Deed to Government Land Sales for Ref. #12638, Instrument # [2024-1346](#); Quitclaim Deed to Three Creek LLC for Ref. # 14763, Instrument # [2024-1345](#). Commissioner Jacobs seconded and the motion passed.

County Counsel Stephanie Williams joined the meeting.

HITECH MINERALS - DISASTER PEAK ROAD

Brett Marsh with HiTech Minerals Inc/Jindalee Lithium met with the Court. HiTech has submitted an exploration plan of operations for its McDermitt Exploration Project to the Vale District BLM. Disaster Peak Road is a gravel road under the jurisdiction of the County and provides access to the exploration area. Upon BLM approval of the exploration plan of operations, HiTech will access drilling operations using the County Road. As a result of HiTech's operations, additional improvements and maintenance of the County Road may be required. HiTch will pay the costs and expenses associated with any additional maintenance, improvements or repairs, pursuant to a written Work Plan. Commissioner Mendiola moved to approve Agreement between Malheur County and HiTech Minerals Incorporated, A Jindalee Lithium Limited Company. Commissioner Jacobs seconded and the motion passed. See instrument # [2024-1344](#)

PLANNING DIRECTOR

The Court discussed the Planning Director position. An offer of employment was made to an individual, however the person has been unable to secure adequate housing. A current County employee may be willing to provide interim planning director services for a period of time. Further discussions for an interim director will take place. It may be necessary to re-post the vacancy notice if the individual who was offered the position cannot relocate by a date certain.

TWIN SPRINGS ROAD

Commissioner Jacobs visited with Mr. Tiffany about Twin Springs Road. Historically, BLM has graded a portion of Twin Springs Road but they may not this year.

COURT ADJOURNMENT

Commissioner Jacobs adjourned the meeting.

MALHEUR COUNTY SPECIAL MEETING MINUTES

Pursuant to Initiative Measure No. 23-64

May 13, 2024

The Special Meeting of the County Court was called to order by Judge Dan Joyce at 9:00 a.m. with Commissioner Ron Jacobs and Commissioner Jim Mendiola present. The Special Meeting was held pursuant to Initiative Measure 23-64 to discuss how to promote the interests of Malheur County in any negotiations regarding the relocation of the Oregon-Idaho border. Present in the meeting room were public member Brent Grasty and County Economic and Community Development Coordinator Taylor Rembowski. Present electronically were public member David Armstrong and County Assessor Dave Ingram. Notice of the meeting was emailed to the Argus Observer and Malheur Enterprise and posted on the Courthouse bulletin board and County website. The meeting was audio recorded. The agenda is recorded as instrument # [2024-1394](#)

David Armstrong explained he was present to represent the Greater Oregon initiative to repeal Measure 23-64; the committee continues to work on the repeal process and collect signatures. The committee's goal is to have the initiative on the November 2024 election; August 7 is the deadline to submit signatures to the Clerk's Office.

Mr. Grasty suggested the Court provide more public outreach of the meetings in an effort to obtain better attendance.

No written comments were received.

Commissioner Jacobs moved to adjourn the meeting. Commissioner Mendiola seconded and the motion passed unanimously. The next meeting is September 9, 2024.

MALHEUR COUNTY COURT MINUTES

May 15, 2024

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 with Commissioner Ron Jacobs present. Commissioner Jim Mendiola joined the meeting at 9:04 a.m. Members of the media, public and staff had the opportunity to join the meeting electronically or in-person. Staff present in the meeting room were Administrative Officer Lorinda DuBois and Economic and Community Development Director Taylor Rembowski. 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 # [2024-1428](#)

HEALTH DEPARTMENT - ANNUAL REPORT; IGA

Health Department Director Sarah Poe met with the Court; Nursing Supervisor Rebecca Stricker was present electronically. Ms. Poe reviewed the Department's 2023 Annual Report. The Department's Values are Family, Integrity, Love. The Mission is to promote and protect the health of our community through collaboration, education, prevention, and delivery of compassionate care. Health rankings for the county are improving; however, the county does have more poor or fair health and a lower life expectancy than the state or national averages. The Annual Report reviews successes of the Health Department's 11 programs and sets program goals for 2024.

Communicable Diseases: 62 adults in custody received CD screening and testing. 19 people with Hepatitis C were referred to PATHS treatment program.

Immunizations: Provided 3 flu and COVID-19 vaccine clinics at agricultural employer sites; and 13 additional off-site vaccine clinics.

Family Planning: Includes STI testing and pregnancy prevention services; served 89 teen clients; and 95 male clients.

Maternal and Child Health: Two home visiting programs; 591 home visits were provided in 2023 and 72 new people were enrolled in home visiting programs.

Modernization: Three plans have been created and implemented: Health Equity, All Hazards, and Climate Adaption.

Oregon Health Plan (OHP) Application Assistance: Made over 300 system navigations per month.

Peer Support Services: This is the PRIME program (Peer Recovery Initiated in Medical Establishments). 1006 individuals were served; approximately 11,700 used syringes were collected.

Public Health Emergency Preparedness: Two emergency preparedness exercises were completed.

Tobacco Prevention and Education Program (TPEP): Zero Indoor Clean Air Act complaints were received. Three Smoke-Free Oregon Tobacco Treatment Toolkits were provided to health care providers.

Vital Records: Served 237 death record clients and 304 birth record clients.

Women, Infants, Children (WIC): 1913 total women, infants and children participated in the program.

See instrument # [2024-1430](#) for the complete 2023 Annual Report

Ms. Poe also presented a grant agreement with the State for the Court's consideration. The agreement is for the County to coordinate implementation and delivery of the My Future-My Choice Program with participating schools. The Program is a voluntary Oregon Department of Human Services middle school (6th Grade) sexual health curriculum which meets the OAR requirements to provide age-appropriate, comprehensive sexuality education as an integral part of the health education curriculum. \$100,000 in funding is available; a .50 FTE program coordinator would be needed. (Health Department staff will not be delivering the curriculum in the schools.) The Malheur Education Service District (ESD) is supportive of the program and believes that there are schools in the county that will opt-in to the program. Ms. Stricker noted that ESD was positive in one or possibly two schools being interested in the program and that the Health Department nurses would help however they could. The Court took the IGA under advisement.

COURT MINUTES

Commissioner Mendiola moved to approve Court Minutes of May 8, 2024 as written. Commissioner Jacobs seconded and the motion passed. Judge Joyce abstained as he was not present on May 8, 2024.

BUDGET MEETING MINUTES

Commissioner Jacobs moved to approve Budget Committee Meeting Minutes of April 23, 2024 and April 24, 2024 as written. Commissioner Mendiola seconded and the motion passed unanimously.

GRANT AMENDMENT - ODA

Commissioner Jacobs moved to approve Grant Contract Amendment #1 between the Oregon Department of Agriculture and Malheur County, Grant # ODA-4525-GR. Commissioner Mendiola seconded and the motion passed unanimously. The amendment allows for reimbursements for expenditures for expenses incurred for the 2024 growing season for the Grasshopper and Mormon Cricket General Fund Allocation Grant Program. See instrument # [2024-1448](#)

LOCAL PUBLIC CONTRACTING RULES- RESOLUTION

County Counsel Stephanie Williams explained that the resolution updates Malheur County's Local Public Contracting Rules. The rules will be recorded and placed on the County website. Commissioner Jacobs moved to approve Resolution R24-14: In the Matter of: Resolution Adopting Malheur County Local Public Contracting Rules, Exempting Certain Classes of Contracts; and

Adopting Rules for Personal Service Contracts. Commissioner Mendiola seconded and the motion passed unanimously. See instrument # [2024-1429](#)

GOODFELLOW BUILDING

Commissioner Mendiola asked for an update on the Goodfellow Building remodel project. Ms. DuBois explained the bid notice for the project was going out today and the pre-bid meeting is scheduled for May 22nd.

ACCEPTANCE OF RESIGNATION

Commissioner Mendiola moved to accept the resignation of Health Department Director Sarah Poe. Judge Joyce seconded and the motion passed unanimously.

COURT ADJOURNMENT

Judge Joyce adjourned the meeting.

MALHEUR COUNTY BUDGET COMMITTEE MEETING MINUTES

April 23-24, 2024

The Malheur County Budget Committee convened on April 23, 2024 at 9:00 a.m. in the County Court Office of the Malheur County Courthouse to consider the 2024/2025 budget with Judge Dan Joyce, Commissioner Ron Jacobs, and Commissioner Jim Mendiola; Budget Committee Members Bob Skinner, Janice Belnap, and Lee Newman; and Budget Officer Lorinda DuBois present. Those persons discussing the budget with the Budget Committee were present electronically or in-person as were various staff members. Notice of the meeting was published in the Argus Observer and on the County website 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 # ***

BUDGET MESSAGE & APPOINTMENT OF CHAIR

Judge Joyce welcomed everyone and expressed appreciation for the volunteers service and thanked Ms. DuBois for her work on the budget. Commissioner Jacobs was asked to Chair the meeting.

INFORMATION SERVICES (IS) DEPARTMENT

IS Director Joshua Kreger discussed and answered questions concerning Page 3 - Information Services; and Page 82 - IS Tech Fund. A request for a fourth staff position was made (Sys Admin I); the request was not included in the Proposed budget as the current office space does not allow for another workstation. The lack of office space and possible options were discussed. Consensus was to add the position back into the budget and continue to work on the office space issue.

WEED CONTROL

Weed Inspector Amanda Zander discussed and answered questions concerning Page 36 - Weed Control. The Taylor Grazing Advisory Board is not able to contribute funding to the Weed Control budget as it has done in the past. Ms. DuBois explained that Taylor Grazing receives approximately \$50,000 annually and has been transferring \$25,000 of that to the Weed Control department. The Taylor Grazing funds are dwindling and the advisory board has expressed concerns.

MALHEUR COUNCIL ON AGING & COMMUNITY SERVICES (MCOA&CS)

MCOA&CS Transportation Project Manager Brittany White discussed the funding request to help support public transportation services and answered questions from the committee. \$15,000 was requested to utilize as match funds for the 5311 transportation grant; this request is in the Special Transportation Fund budget. Funds for the 5311 Match are transferred from the Economic Development budget.

SOIL & WATER CONSERVATION DISTRICT (SWCD)

SWCD District Managers Linda Rowe and Jodi Johnson discussed activities of SWCD, shared project photos, and answered questions; financial support was requested to support the efforts of SWCD. Funds for SWCD are appropriated from the Technical Assistance line in the Economic Development budget. SWCD is working to secure funding to construct a new USDA Service Center to house NRCS, FSA and SWCD. See instrument # *** for the written correspondence.

FAIRGROUNDS

Fairgrounds Manager Amy Wood and Board member Jennifer Hall discussed and answered questions concerning Pages 55-57 - County Fair Fund. Admission to the Fair will not be collected this year; there will be an admission charge to attend the rodeo. The Board is hoping to utilize the facility more and bring in additional events, such as a camping show, gun show, and team roping events. A new agreement for alcohol sales will be in place for the 2024 Fair and the Fairgrounds will receive 30% of the profits. Vendor space rates have been raised and there will be more vendors to shop from. Food vendors will pay for their space and 15% of their sales will go to the Fairgrounds. The Barn I project is nearly complete. Fencing is being replaced around the facility; there is also a power project taking place. The Commercial Building kitchen will be updated later in the year (it will be a certified commercial kitchen). The lease with TVCC is going well; discussions for the next fiscal year's lease are taking place. A grant application to update the rodeo grounds was submitted.

PLANNING DEPARTMENT

Planning Department Director Tatiana Burgess discussed and answered questions concerning Page 17 - Planning/Zoning. Revenue and expense lines have been added for Senate Bill 70. Small Equipment was increased to purchase meeting recording equipment. The budget included a request to move the Planning Director from 37.5 hours to 40 hours per week; that request is not in the Proposed budget. Ms. Burgess is leaving employment with the County and a new director will be hired.

JUVENILE DEPARTMENT

Juvenile Department Director Ted Martinez discussed and answered questions concerning Page 15 - Juvenile Department; Page 59 - Juvenile Crime Prevention; and Page 71 - MS 11 Detention Fund. Vacancies in the department have been mostly filled in the past year. The program Leap is concluding this year. Detention is used for the most extreme cases and as a last resort. Juvenile Crime Prevention funds are State grant funds to be used for specific purposes. The juvenile holding facility was discussed; Mr. Martinez was agreeable to converting the space to office space.

COURT SECURITY; DRUG COURT; MEDIATION

Trial Court Administrator Marilee Aldred discussed Page 62 - Court Facilities Security; Page 63 - State Drug Court Fund; and Page 64 - State Mediation Fund. These are special fund budgets and can only be used for specific purposes designated for the fund. The Court Security Officer position has been vacant as the Jail has been extremely short-staffed.

DOG CONTROL/ANI-CARE ANIMAL SHELTER

Amanda Grosdidier with Ani-Care Animal Shelter discussed the "Dog Control" line-item on Page 20 - Non Program. Ani-Care is requesting a 10% increase to its contract. The contract is for abandoned or stray canines located in Malheur county - not city limits. There are extra funds in this line-item in case needed for situations such as quarantine holds.

PREDATORY ANIMAL CONTROL

USDA APHIS/Wildlife Services Specialist Scott Phillips and District Supervisor Shane Koyle gave an update on predatory animal control activities and answered questions; funding requested for the Wildlife Services program is \$101,500. Page 20 - Non Program, line-item 5-20-8020 Predatory Animal Control also includes funding for the County's landowner cost share fly program. See instrument # *** for the written correspondence.

The meeting recessed for lunch.

The County budget meeting was closed and the Malheur County Agricultural Educational Extension Service District budget meeting was opened.

EXTENSION TAX SERVICE DISTRICT

Notice of the Malheur County Agricultural Educational Extension Service District budget meeting was published in the Argus Observer. OSU Eastern Region Regional Director Natalie Kinion and Malheur Experiment Station Director Stuart Reitz reviewed the budget for the tax service district. Also present were Extension District Advisory Board Members Jeff Burkhardt and Paul Skeen; and Extension Office Manager Bobbi Howell. Tax district funds are split between the Extension Office and the Experiment Station. The Experiment Station uses the funds primarily for personnel. The Extension Service uses the funds for personnel and operating expenses. There is a large amount of funds in Contingency, partly due to a shortage of staff; the Advisory Board/OSU has an eight-year plan to spend down the Contingency. The Office Manager position has historically been a County employee in the County general fund; the Proposed budget proposes to remove this position at the end of 2024 as the current Office Manager is retiring.

The Extension Service District budget meeting was closed and the County budget session was reopened.

EXTENSION SERVICE

Page 35 - Extension Service was discussed. The Office Manager position has historically been a County employee; the County general fund budget proposes to remove this position at the end of 2024 as the current Office Manager is retiring. Ms. Kinion requested the County reinstate funding for the Office Manager position and fill that vacancy when Ms. Howell retires. Commissioner Jacobs expressed support for the County providing the Office Manager and having a presence in the Extension Office; Mr. Newman concurred. Mr. Skeen and Mr. Burkhardt expressed support for the County continuing to provide funding to the Extension Service. Traditionally the County has supported OSU Extension with County general fund dollars and the request was made to continue this practice even though there is now a taxing district contributing to OSU Extension and Experiment Station. The Office Manager position was taken under advisement.

Judge Joyce stepped away from the meeting for a short period of time.

ENVIRONMENTAL HEALTH DEPARTMENT

Environmental Health Clerk Kelly Friend discussed and answered questions concerning Page 18 - Solid Waste; and Page 30 - Environmental Health. The Solid Waste fund is for Lytle Boulevard Landfill. The Maintenance line-item was slightly increased from last year. The natural gas supplier is currently being changed from AmeriGas to Farmer's Supply Co-op. Revenue for Sewage fees is predicated to increase due to Senate Bill 70; as is the State DEQ expense line. Travel was slightly increased.

Judge Joyce rejoined the meeting.

ONTARIO COMMUNITY LIBRARY

Ontario Community Library Director Darlyne Johnson discussed Page 33 - Ontario Community Library. The library is requesting funding for Bookmobile services outside the District's boundaries; the District requested \$10,000. The funds are transferred from the Economic Development budget to the Library budget.

ASSESSOR'S OFFICE

Assessor Dave Ingram discussed and answered questions concerning Page 6 - Assessor; and Page 68 - GIS Maintenance Fund. Mr. Ingram presented the County Assessment Function Funding Assessment (CAFFA) grant application through Department of Revenue to the County Court in March; this grant partially funds the office and certifies budget appropriations for the department; Department of Revenue has approved the grant. Senate Bill 70 actions require remapping and Department of Revenue rates increased.

PERSONAL SERVICES

The 2024/2025 Personal Services includes a 7% market adjustment and a 3% cost-of-living adjustment for covered positions, non-representative, and management.

CLERK'S OFFICE

Clerk Gayle Trotter discussed and answered questions concerning Page 5 - County Clerk; and Page 69 - Clerk Records Fund. General election is November 2024; and Special District election is May 2025. Election costs are increasing. Small Equipment is to upgrade a scanner and label printer. Probate Transfer Fees is a new line-item to allow for fees to be transferred when a probate file is transferred to Circuit Court. Clerk Records Fund shows a decrease in revenue as recording fees are down.

COURTHOUSE

Maintenance Supervisor Don Dalton discussed and answered questions concerning Page 16 - Courthouse. There are nine

projects in the Requested budget; six projects are in the Proposed budget - Jail ice machine; Jail paint; Courthouse parking lot light and reader board; repair boiler chimney; remodel front office area to make a large classroom at the Ironhead building; and epoxy the floors at the Ironhead building. Projects removed from the Requested budget - armory and shop heaters for the Ironhead building; and A/C for the Jail classroom as a unit is available from the old server room.

Sheriff Johnson noted the tenant with the powder coating business at the Ironhead facility will possibly be terminating his lease in July or August (so this may increase the need for the shop heaters). Sheriff Johnson also noted the growing need for the armory.

SURVEYOR

Surveyor Derrick McKrola discussed Page 37 - County Surveyor; and Page 46 - Surveyor Corner Preservation Fund. There is not a lot of corner preservation work coming in from the local surveyors. Corner preservation is an important responsibility of the County Surveyor; Mr. McKrola is exploring possible ways to strengthen the corner preservation program.

COUNTY COURT

Page 2 - County Court was reviewed. Small Equipment is to replace the recording equipment. Judge Joyce noted he wants funding for the National Center for Public Lands Counties (NCPLC).

COUNTY COUNSEL

Page 4 - County Counsel was reviewed.

ADMINISTRATIVE OFFICE

Page 7 - Administrative Office was reviewed. A Time Tracking line was added in the hopes of finding an electronic time sheet program that fits the needs of the County.

WATERMASTER

Page 34 - Watermaster was reviewed. The State Watermaster office is in the Courthouse; the budget is \$1,000.

HEALTH DEPARTMENT

Health Department Director Sarah Poe discussed Pages 27-28 - Health Department; and Page 29 - Medical Investigation. The Health Department has worked to be sustainable and not dependent on County general funds. It is anticipated that several grant programs will rollover into Fiscal Year 2024/2025. Approximately two-thirds of the budget is for personnel costs. The department has 13 programs; and 24 FTE's. An Assistant Director was in the Requested budget; the new position is not in the Proposed budget.

Dr. Brauer is the Medical Examiner; when he determines that an autopsy needs to be performed that expense is in this budget. Unattended deaths are investigated by deputy medical investigators and they receive \$35 per unattended death.

SHERIFF'S OFFICE

Sheriff Travis Johnson, Undersheriff Dave Kesey, Lieutenant Rachel Reyna, and Lieutenant Jim St. Michell discussed and answered questions concerning Pages 21-22 - Sheriff; Pages 23-24 Jail; Page 25 - MCSO Communication Center; Page 26 - Emergency Management; Pages 47-48 - Community Corrections; Page 50 - Boat License Fund; Page 51 - Corrections Assessment; Page 54 - Task Force Fund; Page 60 - 911 Fund; Page 61 - Traffic Safety Fund; Page 67 - Search and Rescue Fund; Page 70 - Federal Forfeitures Fund; and Page 79 - Work Release Construction Fund.

Pages 21 -22 - Sheriff: The BVP Grant pays 50% of the cost of bullet proof vests; the BLM Backcountry Grant funds one position; and there are also contracts in place with the City of Vale and Vale School District. Small Equipment is for the Taser contract and a printer/scanner for the front office - it was determined that \$515 needed to be added to the Proposed budget for the printer/scanner as it was left out of the Requested budget. Two vehicles and shelving for the evidence room are proposed in the Capital Outlay line.

Pages 23-24 - Jail: Working to get courthouse security staffed again; staffing shortages are still a challenge in the jail; food costs continue to rise; with the passage of HB 4002 (2024) may see an increase in the jail population; Capital Outlay is for a medical filing system, medical cart, property room floor and rack system, and a server for the security cameras and additional cameras.

Page 25 - MCSO Communication Center: The 911 tax monies are pooled from the Cities and County to support the dispatch center. The CAD Maintenance is a new line item - it is the maintenance for the new dispatch software system.

Page 26 - Emergency Management: The Oregon Emergency Management Performance Grant is getting more and more difficult to obtain. The Homeland Security Grant is to upgrade the communications system.

Pages 47-48 - Community Corrections: A sixth P&P Deputy is proposed. The number of people on supervision continues to increase. Community Corrections receives State funding to provide its services.

Page 50 - Boat License Fund: This fund pays for 1 full time marine deputy and 5 months of a second deputy. The State Marine Board bought the program a new boat; the North River boat will be sold.

Page 51 - Corrections Assessment: This fund helps pay for the Program Coordinator.

Page 54 - Task Force Fund: Small amount of funds in this budget; one deputy is assigned to the local Task Force.

Page 60 - 911 Fund: Funds are transferred to the MCSO Communication Center budget.

Page 61 - Traffic Safety Fund: Small amount of funds in this budget.

Page 67 - Search and Rescue Fund: Currently paying for a mapping software program for Search and Rescue.

Page 70 - Federal Forfeitures Fund: Reporting is getting caught up.

Page 79 - Work Release Construction Fund: The roof on the facility will be replaced using this fund.

Sheriff Johnson and the committee discussed the large amount of citations that are written on Hwy 95 in the Jordan Valley area; it would be beneficial to upgrade the citation system from the current paper system to an E-ticket system.

The meeting recessed for the day.