

**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, SEPTEMBER 10, 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 Deborah Folden _____

2) PLEDGE OF ALLEGIANCE

This Agenda was posted on September 6, 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) Approval of Council Meeting Minutes: August 27, 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) OLD BUSINESS

A) Ordinance #2828-2024: Amend Ordinance #2826-2024, Section 3(d) ODOT Conditions

7) PUBLIC HEARING

A) Resolution 2024-114: Amending Building Department Permit fees

8) DEPARTMENT HEAD UPDATES

A) Community Development: Quarterly Report
B) Fire: Quarterly Report

9) HAND-OUTS

A) Monthly Department Stats: PW, OFR, OPD, CE
B) Packet: V&C Board (Sep, 2024)

10) CORRESPONDENCE, COMMENTS AND EX-OFFICIO REPORTS

11) EXECUTIVE SESSION

A) ORS 192.660(2)(f): Consider Information That Is Exempt from Public Inspection
B) ORS 192.660(2)(i): City Manager Annual Evaluation

12) POSSIBLE ACTION FOLLOWING EXECUTIVE SESSIONS

A) Consider Information that is Exempt from Public Inspection
B) City Manager Annual Evaluation

13) ADJOURN

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

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CITY COUNCIL MEETING MINUTES

August 27, 2024

The scheduled meeting of the Ontario City Council was called to order by Mayor Deborah Folden at 6:00 p.m. on Tuesday, August 27, 2024, in the Council Chambers of City Hall. Council members present were Deborah Folden, Penny Bakefelt, Susann Mills, John Kirby, Ken Hart, and Eddie Melendrez. Sam Baker was excused.

Staff present were Dan Cummings, Tori Barnett, Corinna Hysell, Clint Benson, Kari Ott, Tatiana Burgess, Casey Mordhorst, Marshall Pierce, Al Haun, Jason Cooper, Andy Wood, and Michael Iwai.

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

AGENDA

This Agenda was posted August 23, 2024. Copies of the Agenda are available from the City Hall Customer Service Counter and on the city's website www.ontariooregon.org.

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

PUBLIC COMMENT

Steve Jensen: Good evening, and thank you for allowing me to present tonight. I am Steve Jensen with Lifeways Behavioral Health, and I am working tonight in conjunction with Chief Iwai. Chief Iwai will be presenting, as part of his presentation a little bit later, regarding some things with HB, House Bill 4002, which is commonly known as deflection. And the definition of deflection is a program developed in response to Ballot Measure 110, that passed in November of 2020, decriminalizing possession charges for small amounts of hard drugs, with the intent of pointing individuals of substance abuse disorders to treatment rather than jail. Deflection serves as a community centered practice by which law enforcement, or other first responders, may hand off to community based treatment and/or other services where people who have substance use or mental health disorders. Deflection presents an alternative to arrest allowing people who might otherwise enter the justice system or receive no assistance to address their treatment needs. Oregon's HB 4002, signed April 1st, encouraged law enforcement to engage in deflection in coordination with a new system of local deflection programs and money was set aside for this by the state legislature to allow law enforcement to work with the community mental health providers to provide an alternative for those that have been caught with, specifically a misdemeanor, an unclassified misdemeanor, and I'm sure Chief Iwai might refer to that a little bit further, but it's a system where individuals are able to be deflected from the criminal justice system and a warm hand-off towards mental health so that they can seek the treatment that they are in so desperate need of. It's something that the initial Bill was trying to force people to try to work with people to get them into treatment; it did not work as intended, so now they went back and reworked the law and now we have a new law, which actually provides that deflection, which hopefully will encourage people to get into treatment. And we have a process to where we have navigators with the law enforcement to be able to actually go out and meet with the individuals after they have met with law enforcement, and to work with them to provide case management services, to get them into treatment. And that is the main goal: is to get, is to work with those individuals to keep them out of the justice system, deflect them from that, and get them into treatment. So thank you very much.

Jan Parton: *My name is Jan Parton. I'm the committee chair for Troop 400. We are sponsored by American Legion Post #67, and we have tonight a group of Scouts who are working on their Citizenship in the Community Merit Badge. One of the main requirements for that is to attend a council meeting of this type, to observe, take notes, and come to a conclusion as to maybe there's maybe something that they could get involved with to help make change. So we have tonight Jesus, raise your hand, Julian, Harley, Eli, and Adam, who are with the troop, and then Adam's brother Ollie. We're glad to be here and be of service to the community.*

CONSENT AGENDA

MILLS moved, KIRBY seconded, **TO ADOPT THE CONSENT AGENDA, WHICH CONSISTED OF APPROVAL OF COUNCIL MEETING MINUTES OF JULY 23, 2024; PROCLAMATION: RECOVERY MONTH 2024; AND LIQUOR LICENSE APPLICATION/CHANGE OF OWNERSHIP: ONTARIO SINCLAIR.** Roll call vote: Mills-yes; Baker-out; Hart-yes; Bakefelt-yes; Melendrez-yes; Kirby-yes; Folden-yes. Motion carried 6/0/1.

Proclamation: 2024 Recovery Month

Steven Wolf, Incoming Co-Chair, Malheur County Prevention Coalition, read the proclamation into the record: *Mental health, substance use, and harmful gambling behaviors affect all communities nationwide. With commitment and support, our family members, friends, colleagues, and community members with these disorders can achieve healthy lifestyles and lead rewarding lives in recovery. By seeking help, people who experience mental health, substance use and/or harmful gambling behaviors can embark on a new path toward improved health and overall wellness. The focus of our local theme for Recovery Month for September 2024 is "The Art of Recovery!" To celebrate their journey, we recognize the challenges of recovery, and we support them! We realize the need to share resources and build networks that support recovery in all forms, as we are all part of the solution. Recovery Month and Hands Around the Park spreads the message that behavioral health is essential to one's overall health and wellness, and that prevention works, treatment is effective, and people do recover. The impact of mental health and substance use disorders is apparent in our country, with over 40 million people in the US suffering from a substance use disorder, and over 100,000 people dying annually from overdoses. In the most recent survey, 12.63 percent of Oregon residents reported using illicit drugs in the past month. The national average was 8.82 percent. The percentage of adults reporting symptoms of anxiety and/or depression is 3% higher in Oregon than the nation. Additionally, an estimated 88,000 Oregon adults and adolescents meet the clinical diagnosis for gambling disorder, with another 180,000 at risk of developing a problem with gambling. These conditions in one way or another affect us all. Through Recovery Month, people become more aware and able to recognize the signs of mental health, substance use, and harmful gambling behaviors, which can help guide more people into needed treatment. Managing the effects of these conditions can help people achieve healthy lifestyles, both physically and emotionally. The Recovery Month observance continues to work to improve lives to promote and support treatment, and recovery practices, educating communities about prevention and acknowledging the dedication of service providers and community members who assist in making recovery possible. For the above reasons, we are asking the citizens of Ontario to join us in celebrating this September as Recovery Month. We, as the city of Ontario, Oregon, do hereby proclaim the month of September 2024 as Mental Health, Substance Use, and Harmful Gambling Behaviors Recovery Month In Ontario, we call upon our community to observe this month with compelling programs and events that support this year's observance.*

NEW BUSINESS

Request for RFP: OPD Body-Worn Cameras

Mike Iwai, Police Chief, presented.

The police department's current 24-25 budget did not account for a body-worn camera (BWC) upgrade or purchase. The current system was not cloud-based and did not have the ability to redact sensitive information. A cloud server was preferred for evidentiary purposes, as well as sharing video across the criminal justice system. Moreover, this upgrade will help the police department with respect to transparency and compliance with state law. There were some available funds from the Enterprise Camera System (City-Wide Camera System),



which might be used to offset some of the cost for the BWC upgrade. OPD was seeking authorization to put together a request for proposals (RFP) in order to get bids on new BWC and software.

This request was in-line with the city's strategic plan under Growth and Financial Stability. In terms of Growth, this request would bring the Police Department up to industry standards. In terms of Financial Stability, this request helped with transparency and revealed what really "happened." This upgrade would reduce the city's liability by protecting personal protected information with release to the media and other stakeholders.

This upgrade and/or purchase was not currently budgeted. Some funds would be available from the Enterprise Camera System, but there would be an ask following the RFP. The estimated purchase price would exceed \$250,000. The funds would most likely need to come from the public safety department.

MELENDREZ moved, MILLS seconded, **THE CITY COUNCIL APPROVE THE REQUEST TO BEGIN THE REQUEST FOR PROPOSAL PROCESS FOR A BODY-WORN CAMERA SYSTEM, WHICH IS CLOUD-BASED AND HAS THE ABILITY TO REDACT SENSITIVE INFORMATION PURSUANT TO LAW.** Roll call vote: Mills-yes; Baker-out; Hart-yes; Bakefelt-yes; Melendrez-yes; Kirby-yes; Folden-yes. Motion carried 6/0/1.

Informational Presentation: Enterprise Camera System Update for City-Wide Cameras

Jason Cooper, Police Lieutenant, presented.



Staff Report

Verkada Camera System - City of Ontario

Jason Cooper
Administrative Lieutenant





Verkada Camera System

Current Status

- Currently 50 Cameras deployed City Wide monitoring infrastructure assets and assists with employee safety.
- City Hall
- Water Treatment Plant
- Waste Water Treatment Plant
- Ontario Municipal Airport
- Beck, Laxon & Eastside Kiwanis Parks
- Ontario Justice Court

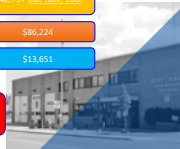




Verkada Camera System

2024-2025 Fiscal Budget: \$150,000 approved

Item	Amount
5 Year Camera License Renewal (Mandatory)	\$42,737 (due Nov. 10th)
Camera Replacement/Quality Improvement	\$86,224
Airport Camera Expansion (2 Cameras/5 year license reqd.)	\$13,051
TOTAL AMOUNT	\$142,012





Verkada Camera System

Option #1

Financial Considerations:

- Purchase 5-year camera licensing (Mandatory)
- Defer camera improvement program to next fiscal
- Redirect remaining funds towards Body worn camera project (\$107,263)

(\$42,737)





Verkada Camera System

Option #2

Financial Considerations:

- Purchase 5-year camera licensing (Mandatory)
- Replace/Upgrade half of the system cameras
- Defer remaining cameras & Airport camera expansion to next fiscal
- Redirect remaining funds towards Body worn camera project (\$64,151)

(\$42,737)
(\$43,112)





Verkada Camera System

Option #3

Financial Considerations:

- Purchase 5-year camera licensing (Mandatory)
- Replace/Upgrade half of the system cameras
- Complete Airport Camera expansion project
- Defer remaining cameras to next fiscal
- Redirect remaining funds towards Body worn camera project (\$50,500)

(\$42,737)
(\$43,112)
(\$13,051)



Councilor Hart asked if the \$42k was annual or for another five years?

Lt. Cooper stated it would last another five years on the subscription.

Councilor Hart verified the city wouldn't have to budget it again for 25-26.

Lt. Cooper stated that was correct. He added that he had spoken with the Verkada rep, who indicated there were options to do a one or three year license renewal. However, regarding cost, it was not fiscally sound. With the one or three year subscription, based on the pricing, it would be a 10-15% increase annually. In his opinion, the best fiscal decision would be a five year license renewal, if they opted to go with Verkada.

Councilor Kirby confirmed that what Lt. Cooper was saying was that within months the cameras were going to go dark and would be useless.

Lt. Cooper stated the subscription would expire. He believed the cameras themselves were owned by Verkada.

Councilor Bakefelt asked if the cameras they wanted to purchase were top of the line, bottom, near the middle; were there cameras they would really rather have?

Lt. Cooper stated from what he had been told, these were the most improved cameras within their system. There were subscriptions to the capabilities or AI capabilities along with that. They could fund additional software to further facilitate the use of it. This was a higher end camera within the Verkada program, and it was recommended to the department.

Lt. Cooper continued, stating the last part of the funding was for the airport camera expansion, which was two additional cameras out there. The remaining difference within the approved budget would be to address any repair costs that were not covered under warranty.

Councilor Mills stated she understood there were cameras at the parks, but she didn't see Lion's Park listed.

Lt. Cooper stated there were no cameras there currently. He had been working with the City Manager on that, along with the installation of cameras there, along with the cemeteries.

Councilor Hart stated for the two additional cameras at the airport, where would those be located?

Lt. Cooper stated he was informed by the Airport Manager that he wanted to expand some locations at the entry and exit, and then redeploy some existing cameras, and then install the newer, upgraded cameras. It would be the purchase of two new cameras, and then the redeployment of two existing cameras to the entrance and exit at the security fencing.

Lt. Cooper stated for all three options being presented, they were locked into the five year plan for \$42,737. However, for the remaining funds from the initial \$150,000, listed below were three options:

1. Option #1 (above slide #3) was to defer the camera improvement program to the next fiscal year, and pay just the mandatory five year licensing subscription for \$42,737. They could then redirect the remaining funds towards the body-worn camera project for \$107,263.
2. Option #2 (above slide #4) would be the mandatory licensing for \$42,737, an upgrade/replacement of half the system cameras for \$43,112, then defer the remaining cameras and airport cameras to the next fiscal year budget process, and to redirect the remaining funds toward the body-worn camera project for \$64,151.
3. Option #3 (above slide #5) would be the mandatory licensing for \$42,737, an upgrade/replacement of half the system cameras for \$43,112, complete the airport camera expansion project for \$13,651, defer the remaining cameras to the next fiscal year budget process, and to redirect the remaining funds toward the body-worn camera project for \$50,500.

Lt. Cooper stated one option that was not on a slide was an Option #4, which would be to seek an alternative sounding source.

Councilor Mills asked how many body cameras were on the list.

Lt. Cooper stated it was 30.

Councilor Hart suggested the Council look at Option #1. They had to do the renewal, and then hold until a bit further into the current fiscal year, when they would be more aware of where they were with dispensary revenues. There were a lot of moving parts in the budget, and that would allow them to know, in a few months, how much the body camera program would cost, and then they could decide. He'd like to do it all, but they had to make choices on what they could do with the resources given. The body cameras were not on the priority list when they'd prepared the budget, but now they had more information and it would allow them to not stop progress, but maybe delay the decision on the rest. Select Option #1 for now and then see where they were at fiscally in about six months. He'd like the Council to consider that.

Councilor Kirby asked what the renewal date was on the contract.

Lt. Cooper stated it was November 10th, and the company was asking for a payment around two weeks prior.

Mr. Cummings stated staff also supported Option #1. It gave them time to get bids in for the body cameras, so they'd have those numbers. Slow down the camera system. He and Lt. Cooper had met with another firm, who they were seeking a quote from for the camera system, and possibly, before the contract expired, there might be another option for the cameras. The cameras themselves belonged to Verkada, and they could not be used with another system. If the city selected a different firm, all the cameras would have to be replaced. He also wanted to speak with Verkada. He didn't like the city being strung out with a system that could potentially go away and those cameras were not the city's, and the city would have to purchase a whole new system anyway. He believed they'd be meeting with this other company later in the week, and hoped to get a quote from them.

HART moved, BAKEFELT seconded, **THE CITY COUNCIL GIVE STAFF AUTHORITY TO MOVE FORWARD WITH OPTION #1, AND IF STAFF CHOSE A DIFFERENT PATH, THEY WOULD NEED TO COME BACK BEFORE COUNCIL FOR A CHANGE FROM OPTION #1.** Roll call vote: Mills-yes; Baker-out; Hart-yes; Bakefelt-yes; Melendrez-yes; Kirby-yes; Folden-yes. Motion carried 6/0/1.

Bid Award: Laptops (OFR & OPD)

Mike Iwai, Police Chief, presented.

The law enforcement agencies in Malheur County - excluding State Police - and the Ontario Fire Department moved to a new Records Management System and Computer Aided Dispatch in late February 2024. This transition to a new system required a technological upgrade from iPads to laptops. The transition to the new system allowed police and fire to utilize an adequate software version for officers and fire command in the field but necessitated laptops. Both Police and Fire Departments earmarked some funds for the purchase of laptops; however, the cost was much more than just the purchase of computers. The total cost for the system upgrade included servers, vehicle mounts, accessories, installation, computer imaging, migration, etc. Staff authored a proposed grant to the Eastern Oregon Border Board to ensure Malheur County Sheriff's Office, Nyssa Police Department, Ontario Fire, and the Ontario Police Department would have the available funds to press forward with the RMS/CAD project. The total amount of \$428,037.84 was awarded and the total amount of the police department's 23-24 budget for the purchase of laptops was \$161,460.00 - this was rolled over into the 24-25 budget cycle. Regarding the solicitations received, OPD command staff solicited input from Microtec, and they leaned towards Datec because they were more tried and tested, product wise, and they also provided the better warranty. Repair solution and deployment was included.



The police department had historically utilized iPads as the technology medium for computer-aided dispatch with limited ability to write reports in the field. With laptops, patrol officers would be able to write reports in the field or dock their laptops at the office for report writing. Additionally, the laptops would be docked and would eliminate the need to purchase desktops at the office, saving money in the future.

A request for proposals was issued, and two bids were received: one from Datec Incorporated, the other from Wireless Access Technologies, Getac Government Business Partner. The low bid was Datec for \$224,653.82.

Councilor Hart clarified that the financial point was to use the 2023-2024 police budgeted funds carryover and the Eastern Oregon Border Board grant. So this was fully budgeted money they already had regarding funds set aside to do this project.

Mr. Cummings stated that was correct.

Councilor Bakefelt verified the department was behind because there were not currently computers in the cars. This was a big upgrade that would improve visibility of the officers being out in the community.

Chief Iwai agreed 100%. Ontario was the only law enforcement agency in Malheur County that did not have laptops in their cars.

Councilor Mills asked about the timeframe from purchase to installation. Also, how long were the warranties?

Chief Iwai stated he thought it was around four months. Regarding the warranty, five years, Smart battery warranty with Smart Battery monitoring software for Windows Toughbooks; on GTEC, a three year warranty.

MELENDREZ moved, HART seconded, **THE CITY COUNCIL APPROVE THE DATEC INCORPORATED BID FOR THE LAPTOP COMPUTER/TABLET PURCHASES FOR POLICE AND FIRE FOR \$224,653.82. THIS INCLUDES THE REQUIRED ACCESSORIES, INSTALLATION SERVICE, AND OTHER EXPENSES, MIL-STD-810H ENVIRONMENTAL TEST, DEPLOYMENT SERVICES, INSTALLATION SERVICES AND PROJECT TIMELINE, WARRANTY, ENHANCED WARRANTIES, AND EXTENDED WARRANTIES AS PROVIDED IN SOLICITATION OPD-24-1 LAPTOP COMPUTERS AND REQUIRED ACCESSORIES.** Roll call vote: Mills-yes; Baker-out; Hart-yes; Bakefelt-yes; Melendrez-yes; Kirby-yes; Folden-yes. Motion carried 6/0/1.

Resolution #2024-113: Credit Card Recovery Cost

Kari Ott, Finance Director, presented.

In April 2024, the Budget Committee recommended adding a credit card fee to recover the fees the city was being charged from the credit card companies. The attached resolution implemented a 2.5% credit card fee which seemed to be the average credit card charge. The ACH transactions were low cost, so there would be no fee imposed for ACH transactions at this point. This fee could be reassessed at any time and brought back to the Council. The city had approximately \$125k in credit card transactions each month. The 2.5% fee would bring in \$37,500 in revenue to recover costs of accepting credit card payments.

The passage of a fee was subject to ORS 294.160(1) which read: *"The governing body of a city, county or other unit of local government shall provide an opportunity for interested persons to comment on the enactment of any ordinance or resolution prescribing a new fee or a fee increase or an increase in the rate or other manner in which the amount of a fee is determined or calculated." The Council is required to approve the new fee.*

MILLS moved, KIRBY seconded, **THE CITY COUNCIL APPROVE RESOLUTION #2024-113: A RESOLUTION ADOPTING A CREDIT CARD FEE RECOVERY COST.** Roll call vote: Mills-yes; Baker-out; Hart-yes; Bakefelt-yes; Melendrez-yes; Kirby-yes; Folden-yes. Motion carried 6/0/1.



Non-Commercial Hangar Lease Agreement Template

Andy Wood, Airport Manager, presented.

The Airport Committee, city staff, and the City Attorney developed a new template for a non-commercial – private – hangar lease agreement that followed the established Airport Rules and Regulations. During the sale and updating the lease for the Fixed Base Operator and current hangar lease, several issues were discovered that incurred substantial attorney fee costs to enforce. The city had the attorney develop a new lease that gave the city the tools to ensure that the rules and regulations of the airport and the conditions of the lease were legally enforceable. This new hangar lease format had already been used for the hangars of Silverhawk, as well as the FBO lease and refueling tanks.

At the August 5, 2024, Airport Committee meeting, the Airport Committee unanimously approved to send a favorable recommendation to the City Council to approve the non-commercial template for use in all future airport leases and renewals.

KIRBY moved, BAKEFELT seconded, **THE CITY COUNCIL APPROVE THE TEMPLATE FOR THE NON-COMMERCIAL HANGAR LEASE AGREEMENT FOR ALL FUTURE PRIVATE HANGAR LEASES.** Roll call vote: Mills-yes; Baker-out; Hart-yes; Bakefelt-yes; Melendrez-yes; Kirby-yes; Folden-yes. Motion carried 6/0/1.

Adopt Agreement: Extension #3, Addendum #3, with Rural Fire Protection District #7-302

Clint Benson, Fire Chief, presented.

The Ontario Rural Fire Protection District #7-302 (ORFPD) had contracted with the City of Ontario for the provision of firefighter staffing and facilities since February 3, 1999, providing firefighter and administrative staffing, and facilities to store fire apparatus. The proposed Extension #3 of Addendum #13 continued the current agreement until June 30, 2025, with the Ontario Rural Fire Protection District.

The current agreement was extended through June 30, 2024, by both parties, on January 23, 2024. A sixty-day extension (Extension #2 of Addendum #13) was agreed upon by both parties on June 25, 2024, and would continue the annual rate paid by the ORFPD of \$207,313.00 through June 30, 2025. The ORFPD earmarked \$425,000 for the Fire Station #2 addition, which would provide living quarters at the station. Timing was critical due to the current extension expiring August 31, 2024.

Both parties have been involved in negotiations for several months through two representatives from the City Council (Councilors Mills and Baker) and two Rural Board Members (Chairperson Culbertson and Mike Derrick), and Addendum #13 was agreed upon by both parties on June 28, 2022. Chairperson Marty Culbertson signed Extension #3 of Addendum #13 at the ORFPD board meeting on August 8, 2024.

MILLS moved, MELENDREZ seconded, **THE CITY COUNCIL ADOPT EXTENSION #3 OF ADDENDUM #13 OF THE CONTRACT WITH THE ONTARIO RURAL FIRE PROTECTION DISTRICT #7-302.** Roll call vote: Mills-yes; Baker-out; Hart-yes; Bakefelt-yes; Melendrez-yes; Kirby-yes; Folden-yes. Motion carried 6/0/1.

Ordinance #2827-2024: Amend OMC 2-14 – Diversity Advisory Committee

Dan Cummings, City Manager, presented.

The Ontario City Council approved Resolution #2017-117 supporting community diversity and thereafter approved Ordinance #2728-2017 establishing a Diversity Advisory Committee under Title 2, Chapter 14 of the Ontario Municipal Code. There were later amendments made to portions of Title 2, Chapter 14 under Ordinance #2822-2023.

The Ontario Diversity Advisory Committee determined that some of the wording within Title 2, Chapter 14, of the Ontario Municipal Code needed to be amended, which could only be accomplished through an ordinance. The proposed changes included, among other changes, language allowing for the Council Liaison to be an alternate member, with voting rights, in the absence of regular full member, to create a quorum.

On August 21, 2024, the committee met but did not have a quorum to officially hold a meeting, but a discussion was started on ideas of how to deal with the issue of not meeting the quorum status to officially hold a meeting. One of the ideas was to make the Council Liaison a voting member. A consensus of those present was to have the City Manager recommend to the City Council that the Liaison be a voting member. It was not a recommendation to decrease the number of members on the Committee, but rather to make the Liaison a voting member in the absence of enough regular members so a quorum would be present.

MILLS moved, MELENDREZ seconded, **IN ACCORDANCE WITH SECTION 8.2(2) OF THE CITY CHARTER, THE CITY COUNCIL APPROVE ORDINANCE #2827-2024, AN ORDINANCE AMENDING ORDINANCE #2728-2017, AMENDING TITLE 2, CHAPTER 14 OF THE ONTARIO MUNICIPAL CODE BY ADDING THE WORDS THAT ARE UNDERLINED IN THE ATTACHED ORDINANCE #2827-2024, AT A SINGLE MEETING BY TITLE ONLY.** Roll call vote: Mills-yes; Baker-out; Hart-yes; Bakefelt-yes; Melendrez-yes; Kirby-yes; Folden-yes. Motion carried 6/0/1.

MELENDREZ moved, KIRBY seconded, **IN ACCORDANCE WITH SECTION 8.2(2) OF THE CITY CHARTER, THE CITY COUNCIL APPROVE ORDINANCE #2827-2024, AN ORDINANCE AMENDING ORDINANCE #2728-2017, AMENDING TITLE 2, CHAPTER 14 OF THE ONTARIO MUNICIPAL CODE BY ADDING THE WORDS THAT ARE UNDERLINED IN THE ATTACHED ORDINANCE #2827-2024, AT A SINGLE MEETING BY TITLE ONLY.** Roll call vote: Mills-yes; Baker-out; Hart-yes; Bakefelt-yes; Melendrez-yes; Kirby-yes; Folden-yes. Motion carried 6/0/1.

DEPARTMENT HEAD UPDATES

Finance: Monthly

Kari Ott, Finance Director, presented.

Police: Quarterly

Mike Iwai, Police Chief, presented.

Councilor Bakefelt thanked Chief Iwai for his kind comments, but with regard to National Night Out, but it was a team effort. Many in the room worked on it or participated in some way, and she thanked them all for that. The police and fire officers did a great job, too.

Mayor Folden agreed National Night Out this year was a great success, and thanked everyone for being involved.

Councilor Mills asked if the stats provided included any type of moving vehicle violations?

Chief Iwai stated there were a couple related to vehicle thefts, a DUI, but traffic violations, no fines. What they had highlighted was citations in general. But no, nothing specific that gave a count on how many citations were issued.

Councilor Mills was asking predominately about speeding violations. Was that number available?

Chief Iwai stated he did not have that with him.

Councilor Mills asked if someone was arrested for vehicle theft, breaking and entering, vandalism, etc., were they arrested and held in Ontario PD, were they released, or were they taken to Malheur County?

Chief Iwai stated in most cases, it was Malheur County, mostly because of fingerprinting and photographing.

Councilor Melendrez asked with regard to HB 4002, the part where he said who chose what population was targeted. Was that the police department, Lifeways as a team, or who chose what population to target?

Chief Iwai stated they managed a committee, it was not up to the police department. They worked closely with Lifeways. He was trying to figure out where they could do it equitably. It was very difficult. He didn't want it to look like they were coming hard on the unhoused *because* they were unhoused. Taxpayers wanted reduced crime, and he was trying to do that with very limited resources. If he could hit a geographic area that was



engaging in a lot of criminal activity and they could utilize deflection there, that would be best. But, not everyone agreed. But they wanted to get to the folks that needed the help. But it had not been determined how that would be done, and he was seeking input from his lieutenants. Could that be done in the unhoused area? Absolutely. Was he going to get complaints the next day about targeting the unhoused area? Absolutely. Regardless, no matter what they did, someone would not be happy.

Councilor Melendrez asked when he went to the unhoused area, did he approach it with a team of professionals, too, or just police?

Chief Iwai stated right now, there was not enough staffing. Sheriff Johnson received \$150k, and Lifeways was huge in ensuring they received that grant, but the Sheriff received the money. They were overseeing the deflection piece because it was them that deflected them from the criminal justice system. But that could not be done alone. They needed to have qualified mental health professionals with them. The two largest entities involved was the Sheriff and Lifeways, but it occurred within the City of Ontario, so he had partnered with them and gave a lot of input. They provided education, and would not initially cite them. However, they'd be informed that October 1st, they would begin issuing citations, but did offer assistance, giving information on the deflection program and giving them a brochure, because they could also self-report.

Councilor Kirby asked about the status of residential opportunities Lifeways was working on.

Steve Jensen: *Right now, there are no facilities available; however, we have recently purchased a facility from Valley Family Health, that would enable us to retrofit it, making minor construction, to be able to provide, right now, what we're planning is for five respite beds that would enable us, to you, to bring people in and have them actually complete that respite stay, could be up to five, seven, ten days, those individuals that need that level of care. So that will be online within sixty to ninety days. And we are also, again, working a partnership with Chief Iwai in regard to providing additional staff that can be available with law enforcement to provide deflection services. There is a new grant cycle for *** health network grant that we will be applying for as well, and hopefully that will provide some funding for additional staff who will be able to work more closely with the Ontario Police Department. So, wish respite center are you referring to? So, the calming row is something that we're trying to, there is something within the State of Oregon, they're trying to establish more crisis stabilization centers, which is really a 23-hour observation unit. That's for those individuals that do not require any higher level of respite care, which would be up to, which would be an inpatient respite type situation. The 23-hour model is something that basically if somebody is, if somebody needs that short term to where we can stabilize them and refer them to additional outpatient services, that is a crisis stabilization center, which would be different from an actual respite center that we are starting here in 60 to 90 days. That we also are trying to do something that will be available for those individuals that need just a two or three hour place to calm down. Many times, there are situations where individuals that are suffering from an acute episode, just need a place to where they can calm down, receive services from a case manager or from one of our peers, and then they are able to go back into, back home. That is a something we'll try to do at our peer center, or our actual main building to where we have a place where people can go and just basically create or be able to calm down and get back to where they are able to go home and get back into society. So, in the future, in the future, we're still looking at grant funding to be able to create a one-stop shop that would enable Lifeways to take people in on an urgent care situation. Our goal is to be able to have an actual urgent care walk-in center where somebody could walk in almost 24-7, and be able to receive services. And then they'd be able to be assessed. We'd be able to provide that immediate thing they need, whether it be 23-hour observation, we'd be able to provide that. If they need respite care, for up to five, seven, ten days, we'd be able to provide that. And if they needed long term services, we have that service available as well. So that is something we are working on. Our grant funding, we're still hoping that all of our grant funding comes through, so I'll just go ahead say if there is anybody that crosses fingers, what have you, continue to do that for us. If we hurry, we'll get these grants funds in. It will be very, very good for Malheur County. And I'm just, right now, we're working with the Governor's Office to be able to finalize something. I do not know, at this point there is no guarantee as far as what will come to us, but we are hopeful that we'll be able to exchange some grant funds and then begin some buildings that will provide additional respite, as well as additional that substance abuse treatment facility, so we're trying to create something in Eastern Oregon that will be, facilitate, a facility that will be able to be used for our residents for the next, for several years, and maybe even decades to come if we can get these grant funds in. Again, everything is just, all we can do is submit a piece of paper, and hope that it's acted upon, but*

that's where we are right now, just kind of waiting to see if our grants are approved. So, when they are, invite me back! And I'd love to be able to go ahead explain everything that we will be doing in Ontario. It will be pretty impressive. If, again, fingers crossed, a lot of other good stuff.

Councilor Hart stated Chief Iwai had mentioned the license plate recognition cameras to the Budget Committee, and Councilman Melendrez also raised another idea, which he supported, and would like them to explore further if there was consensus, about being able to put cameras in some of the city's most dangerous Ontario intersections to help with overall safety of the population. He knew the hospital was a specific area where there was a lot of redlight running, and at 4th and 4th by City Hall. There were a number of locations, so it would be interesting to see some data. Was that something that could be looked into to see if they could see what that might cost?

Chief Iwai stated yes. With the license plate readers, he heard from the insurance company that they'd recently awarded small amounts, like \$15k, towards the purchase of those readers, in Oregon. His hesitation was with regard to privacy issues. They'd have to be careful on how the system was utilized. But he would definitely do the research.

Councilor Hart asked for clarification or further explanation about his comments about the crime in Ontario as compared to Portland. He got concerned when he heard that. He didn't know if it was always an apples to apples comparison. He knew many times people would look at numbers of whatever that determination was based upon, and then it was applied to a bedroom community of 13k. Ontario was much bigger than that during the day. Ontario did have a crime value of a city of 40k, but that denominator was really important when doing that calculation. As someone who recruited all the time into this community, when they saw that, he always had a conversation with them about what that was. He had lived in this community for 20 years. He had been in Portland, and he'd been in Ontario, and he did not compare Portland and Ontario in any way in regard to his feeling on leaving his car, or someone breaking in. He wanted to clarify that because they needed to be careful because whatever was said here, it had to be gospel, especially when coming from the Police Chief. He wanted to know more about that statistic about the crime rate.

Chief Iwai stated per capita crime rate for Ontario, was off the charts. When they looked at different matrices for safe cities, Ontario, Oregon, rated extremely bad, like 97% of the area elsewhere in Oregon was safer to live. That was a significant problem. He did agree in that a lot of the crime being executed by criminals, were not from Ontario, they were from across the border. When splitting apples with apples, Portland had the same issue because of people coming from Vancouver. Portland was also a border community. Border communities typically had a higher crime rate because of the services provided. For Ontario, it was always going to be at a disadvantage because it provided a lot more social services than in Idaho. Per capita, there was a very high crime rate.

Councilor Hart said with the term "per capita", was that crime divided by 40k, or was that crime divided by 13k? If they took the crime of a city of 40k, which is what Ontario increased to during the day because of all the services, and the hospital or the school district, etc., that was not an accurate reflection because usually it was crime of "x" divided by 13k, and Ontario was not a city of 13k during the day, it was a hub. He suggested the Chief go back and review that, because per capita, absolutely, but that denominator in that calculation was not accurate because, he believed, it was how many people slept there at night, and that was not accurate as far as the size of Ontario. He wanted the Chief to be very careful when doing that.

Chief Iwai stated another variable he wanted the Council to consider was that when they were looking at the 5-year plan trying to get more police officers, he knew there was not a lot of non-discretionary time, because they were constantly responding to calls. And, the calls were complicated because they always surrounded some type of person crime. There was a huge crime issue in Ontario, and when he didn't have officers responding to calls solo, which was two or more officers responding, because of the propensity of the potential use of force or the nature of the call, was troubling. He asked that each Councilor ride along with an officer, anytime, but maybe Friday or Saturday night, for a few hours.

Councilor Hart stated he didn't want to belabor the point. Ontario needed a police force for the size of a city of 40k, but there was only a tax base of 13k, which was the biggest issue. The tax base and the service size did not line up. But, it was important to note that when the Chief put those stats out, no one would be able to recruit anyone, for anything. It might put more funds in the police budget, but it hurt the community when those comments were made that Ontario had a crime rate, which they'd all like to see lower, and they needed to have resources to support that 40k, but on a per capita basis, he did not believe it was an accurate reflection.

Public Works: Quarterly

Al Haun, Assistant Project Director, presented.

Councilor Kirby asked about the ramping on 5th, was that just going to be fill dirt?

Mr. Haun stated it was all structural fill. The contractor had been hauling in material, and would do the same thing on the opposite side. The lane was likely to be widened on the east side to allow for a turn lane, and for the straight line to be less congested.

Councilor Kirby asked if the utility pole would be moved out of the right of way on the south side?

Mr. Haun stated that utility pole would not be changed. It was within the right of way, and once the full street width was completed, it would still be in there.

Councilor Hart asked for an update on the flagpole.

Casey Mordhorst, Public Works Director, stated he had a price for the flagpole, and a price to remove the three trees from Lion's Park, but no price from the contractor. They hoped to have one soon. The tree removal came in about one-third of the cost estimated. They estimated around \$15k and it came in around \$5k.

Mr. Cummings stated staff was continuing to work with the service clubs, the Lion's, the Kiwanis, they were all trying to raise money to donate towards that cause. Those trees needed to be removed because of age and for safety reasons.

DISCUSSION ITEMS

Update: Unhoused Site

Clint Benson, Fire Chief, first voiced how impressed he was with the Boy Scout troop. They were well behaved, and he thanked them for attending.

Chief Benson continued that this was an update on the unhoused site regarding fire issues. There had been two fires there this year. June 15th, the fire started near 12th Avenue by an unknown individual, which burned to SE 18th Street, due to about a 20mph wind. The second fire on the 19th, was a make-shift shelter, which was under investigation. The fire in June was more worrisome as it was wind-driven; the fire last week was contained to the shelter. The department had been actively working with Jacobs, who had cut quite a bit of fire line, as much as they could with the equipment they had, and that helped a lot. If a fire did break, it helped keep it contained in some areas. His department had also been helping out in Sand Hollow, who had some bulldozers, and the driver needed some training, so he did some dozer work, but those two bulldozers had been running nonstop at fires all over the Northwest. When they slowed down, they'd work further on some field mitigation. His department had put in for a \$75K field mitigation grant through the State Fire Marshall's Office, and expected to hear back any time. Their chances looked good. It would be spent at the site to install more permanent fuel breaks and fire safety education for the people who lived there. He planned to work closely with Jacobs on that, as well. He also spoke with Mr. Shram, whose property that first fire ran across, and he had given permission to put fire breaks on his property, just south of that site. There were a lot of things in the works, and he was pleased so far, and was happy they'd only had what they'd had, and fingers crossed more rain would come. They were all working diligently to make that site as safe as possible.

Mr. Cummings suggested Chief Benson let them know about the resident Fire Chief on the site.



Chief Benson stated there was a gentleman on the unhoused site who took it upon himself, in fact, that first fire in June, he had worked through the night. The department gave him a headlamp and he worked all night keeping an eye on the fire since the wind was still kicking up. He called him the Fire Marshall, but he was keeping an eye on everything, all the time. He put himself at risk a little last time by speaking to the Fire Department and the Police Department, but he was keeping watch, and making sure people weren't starting fires. He told him he was going to recruit him. There were several folks out there that wanted to keep it safe, so that helped a lot.

HAND-OUTS

Department Stats

Public Works, Fire & Rescue, Police, Code Enforcement: July 2024

Minutes

County Court: 07/10/24, 07/17/24, 07/31/24, 08/07/24, 08/14/24; Airport Committee 07/01/24; Parks Committee 07/18/24

Check Register

July, 2024

CORRESPONDENCE, COMMENTS, AND EX-OFFICIO REPORTS

- Councilor Melendrez asked about the sign at the airport, which read "Greater Idaho", hanging on one of the hangars. He didn't know if it was city property or airport property, and while he respected everyone's political beliefs, was that a sign that was allowed on city property? He wanted to know if that was allowed or not. If someone could get back to him on that, he'd appreciate it.
- Councilor Melendrez thanked Chief Benson for the presentation on the unhoused site. He had been worried it would be a bad report, so it was good to hear differently, and it was great to have someone out there helping out on the fire situation. He was seeking an update on how the city was going to deal with things now due to the reversal of Boise v Martin. How was the city going to regulate that? Again, answers later would be fine.

ADJOURN

MILLS moved, KIRBY seconded, **THAT THE MEETING BE ADJOURNED**. Roll call vote: Mills-yes; Baker-out; Hart-yes; Bakefelt-yes; Melendrez-yes; Kirby-yes; Folden-yes. Motion carried 6/0/1.

ACCEPTED:

ATTEST:

Deborah K. Folden, Mayor

Tori Barnett, MMC, City Recorder





**AGENDA REPORT
OLD BUSINESS
September 10, 2024**

To: Mayor and City Council

FROM: Dan Cummings, City Manager/Community Development Director

THROUGH: Danny K. Cummings, City Manager

SUBJECT: **ORDINANCE #2828-2024: AMEND ORDINANCE #2826-2024, SECTION 3(D)
ODOT CONDITIONS**

DATE: September 4, 2024

PROPOSED MOTION:

A. APPROVAL:

1. IN ACCORDANCE WITH SECTION 8.2(2) OF THE CITY CHARTER, I MOVE THAT THE CITY COUNCIL APPROVE ORDINANCE #2828-2024, AN ORDINANCE AMENDING ORDINANCE #2826-2024 TO CORRECT SECTION 3(D) TO MEET OREGON DEPARTMENT OF TRANSPORTATION (ODOT) APPROVED REQUIREMENTS, AT A SINGLE MEETING BY TITLE ONLY.

IF VOTE IS UNANIMOUS:

2. IN ACCORDANCE WITH SECTION 8.2(2) OF THE CITY CHARTER, I MOVE THAT THE CITY COUNCIL APPROVE ORDINANCE #2828-2024, AN ORDINANCE AMENDING ORDINANCE #2826-2024 TO CORRECT SECTION 3(D) TO MEET OREGON DEPARTMENT OF TRANSPORTATION (ODOT) APPROVED REQUIREMENTS, AT A SINGLE MEETING BY TITLE ONLY.

B. DENIAL:

I MOVE THAT THE REQUEST FOR APPROVAL OF ORDINANCE #2828-2024, AN ORDINANCE AMENDING ORDINANCE #2826-2024 TO CORRECT SECTION 3(D) TO MEET OREGON DEPARTMENT OF TRANSPORTATION (ODOT) APPROVED REQUIREMENTS, BE DENIED.

SUMMARY:

This request to amend Section 3(d) of Ordinance #2826-2025, was to reflect the wording required by ODOT for approval of the zone change.

BACKGROUND:

On June 25, 2024, the City Council approved Ordinance #2826-2024, an ordinance for a Comprehensive Plan Map and Zoning Map amendment and Rezone of Tax Lot 3500, Map 17S47E33D from High Density Residential to General Commercial, and Tax Lot 3700, Map 17S47E33D, Tax Lot 200, 300, and 900 on Map 17S4733DD from Heavy Industrial to General

Commercial zone as set forth in Action 2024-02-04-CPAMP.

In Ordinance #2826-2024, certain conditions were set, one of those being Section 3(d) dealing with maximum daily traffic and the requirement of traffic studies.

CURRENT SITUATION:

It has been brought to the city's attention that condition 3(d) of Ordinance #2826-2024 does not quite cover the approval request by the Oregon Department of Transportation (ODOT) as agreed to by all parties.

At the request of ODOT, Ordinance #2826-2024, Section 3(d) is being amended only to meet the agreed upon requirements.

ANALYSIS:

- A. **STRATEGIC PLAN** None.
- B. **FINANCIAL** None.
- C. **TIMING** Needed to comply with the ODOT request.
- D. **POLICY/LEGAL** The City Council is the governing body to approve ordinances.

ALTERNATIVES:

None.

RECOMMENDATION:

Staff recommends approval of Ordinance #2828-2024.

ATTACHMENTS:

1. Ordinance 2828-2024_Amending 2826-2024

After Recording Return to:
City of Ontario
Attn. Tori Barnett,
444 SW 4th Street
Ontario, OR 97914



ORDINANCE #2828-2024

AN ORDINANCE AMENDING SECTION 3(d) OF THE CONDITIONS OF APPROVAL OF ORDINANCE #2826-2024 TO MEET THE AGREED UPON CONDITIONS REQUESTED BY OREGON DEPARTMENT OF TRANSPORTATION

- WHEREAS,** It has been brought to the city's attention that condition 3(d) of Ordinance #2826-2024 does not quite cover the approval request by the Oregon Department of Transportation (ODOT) and agreed by all parties; and
- WHEREAS,** At the request of ODOT, Ordinance #2826-2024, Section 3(d) is being amended only to meet the agreed upon requirements; and
- WHEREAS,** All remaining language in Ordinance #2826-2024 remains unchanged.

NOW THEREFORE, THE CITY OF ONTARIO ORDAINS AS FOLLOWS:

That Section 3(d) of Ordinance #2826-2024 be amended by removing the words lined through and adding the words that are underlined as follows:

3. Approved with the following conditions:

- d. To ensure that there will be no significant effect on city and state facilities from rezoning the 22.07-acre site, the following conditions of zone change approval shall apply at the time of development of any new portion of the property:

~~d1. If any development proposal on the 22.07-acre site would result in 600 or more vehicle trips per day, a TIA shall be required pursuant to the Ontario Zoning Ordinance, Section 10C-25.06 Transportation Impact Study Requirements. This TIA shall be submitted to the city of Ontario and the Oregon Department of Transportation for review as part of the required development application. The City will not consider the development application to be complete and will not process the development application without the required TIA.~~

d1. That there is a cap of 3,050 total daily trips on the 22.07-acre site.

d2. That a traffic letter or a TIA shall be required pursuant to the Ontario Zoning Ordinance, Section 10C-25.06 Transportation Impact Study on any new building.

d3. This TIA shall be submitted to the City of Ontario and the Oregon Department of Transportation for review as part of the required development application.

d4. The City will not consider the development application to be complete and will not process the development application without the required letter or TIA.

PASSED AND ADOPTED by the Common Council of the City of Ontario this ____ day of _____, 2024, by the following vote:

AYES:

NAYES:

ABSENT:

APPROVED by the Mayor this ____ day of _____, 2024.

ATTEST:

Deborah K. Folden, Mayor

Tori Barnett, MMC, City Recorder



**AGENDA REPORT
PUBLIC HEARING
September 10, 2024**

To: Mayor and City Council

FROM: Tatiana Burgess, Planning Director

THROUGH: Danny K. Cummings, City Manager

SUBJECT: **RESOLUTION 2024-114: AMENDING BUILDING DEPARTMENT PERMIT FEES**

DATE: September 3, 2024

PROPOSED MOTION:

I MOVE THE CITY COUNCIL TO APPROVE RESOLUTION #2024-114, A RESOLUTION TO AMEND BUILDING DEPARTMENT PERMIT FEES, EFFECTIVE OCTOBER 28TH, 2024.

SUMMARY:

Resolution #2024-114, prepared by staff, proposes to amend existing Building Department permitting fees, to comply with state regulatory requirements. The amendment was prompted by the new permitting software that the Building Department is transitioning to.

BACKGROUND:

The last fee review was done in 2021, but no modifications were made to the fee schedule adopted in 2013, by Resolution #2013-115 (Exhibit 2). There have been several regulatory changes that have not been addressed in our fee schedule, which resulted in incorrect permit fee calculations.

CURRENT SITUATION:

The attached resolution implements permitting fees that are consistent with state requirements and standards, as well as adding clear and concise fee descriptions to increase transparency and accountability.

ANALYSIS:

- A. **STRATEGIC PLAN** To maintain a competitive fee schedule that is attractive to investors, developers, and taxpayers.
- B. **FINANCIAL** Current and adopted permitting fees from neighboring communities were analyzed. Among the jurisdictions reviewed were: Malheur County, Harney County, City of LaGrande, Baker City, as well as Payette County (ID) and City of Fruitland (ID). It is worth noting that Malheur County's Building Department is the designated and contracted party to conduct all inspections in the unincorporated Malheur County and cities of: Vale, Nyssa, Adrian, and Jordan Valley. The Malheur County Building

Department also conducts all plumbing and electrical inspections within the City of Ontario.

The proposed fees are proportionate to Ontario's tax base and jurisdiction size and are lower than those of the building departments of both Malheur and Payette Counties, as well as the City of Fruitland.

- C. **TIMING** Notice was given to the Building Codes Division Rules Coordinator on September 5, 2024, as required per OAR 918-020-0220.

The new permitting software is scheduled to go live on October 28, 2024, and Resolution #2024-114, if adopted, will take effect on October 28, 2024, to avoid having to configure a new schedule of fees in the current permitting software.

- D. **POLICY/LEGAL** Per OAR 918-050-000, municipalities are required to implement a uniformed methodology to adopt permitting and inspection fees, to provide consistency in fee calculations. Where a permitted item is not covered by the methodology in these rules, a municipality may either develop a reasonable permit fee, or calculate a fee using a similar program area's methodology. These rules do not supersede or repeal the existing provisions of the state building code and related rules.

To create the proposed resolution, a comprehensive fee analysis was conducted under the guidance of Building Codes Division Implementation Specialist Kelly Marshall.

ALTERNATIVES:

The Council could choose to adopt the fees at a later time, but that will delay implementation of the new permitting software and impact the permitting and regulating process.

RECOMMENDATION:

Staff recommends the approval of Resolution #2024-114 to amend the Building Department Permit fees.

ATTACHMENTS:

1. Exhibit 2 - Resolution #2013-115 Amend Building Department Permit Fees
2. Resolution 2024-114 DRAFT with Exhibit 1

RESOLUTION #2013-115

A RESOLUTION AMENDING BUILDING DEPARTMENT PERMIT FEES

WHEREAS, A review should be performed every three years to evaluate the permit fees; and

WHEREAS, The last review performed was in 2005; and

WHEREAS, Any surplus fees obtained will be placed in a dedicated fund for the Building Department; and

WHEREAS, Ordinance 2543-2004 authorizes the City Council to set fees by resolution; and

WHEREAS, Staff requests authority to alter fees for the Building Department permits and related fees; and

WHEREAS, Staff request that the schedule entitled "City of Ontario Building Department Rates and Charges" be adopted; and

WHEREAS, Staff requests authority to charge the fees adopted.

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

Building Permit fees shall be as adopted as follows:

CITY OF ONTARIO BUILDING DEPARTMENT RATES AND CHARGES		
Building / Mechanical Permits Fees:		
Other fees may apply, see the State of Oregon Structural Specialty Code, as adopted. Valuations are determined by the Building Official or are based on Ontario's existing adopted 2012 published Building Valuation Data table as amended.		
Building Permit Fee Table:		
Total Valuation	Fee	Description
Residential permit fee	\$40.00 minimum	Use current fee schedule
Commercial permit fee	\$76.00 minimum	1.9 times figure arrived at by using current fee schedule
Building Plan Review fees.	65% of Building Permit Fee	This is in addition to building fees
Fire and Life Safety Plan Review Fee	40% of Building Permit Fee	This is in addition to building fees
State Surcharge Fee	12% of Building Permit Fee (or current state rate)	This is in addition to building fees
Residential Sprinkler; Alarms	Includes Plan Review & Fire & Life Review	Use current fee schedule

Residential Sprinkler; Alarms	Includes Plan Review & Fire & Life Review	1.9 times figure arrived at by using current fee schedule
Demolition permit	\$50.00 residential \$100.00 commercial	Plans and scope of work shall be submitted showing all work. Plans may be required to be engineered. Proof of DEQ permits shall be submitted
Starting construction prior to obtaining a permit	Base Fee Admin/handling \$50.00 plus	Double base permit fee first offense, triple permit fee second offense and thereafter
Temporary residential Certificate of Occupancy (C of O)	Not issued	
Residential C of O	No charge	
Temporary Commercial C of O	\$50.00 per request	
Commercial C of O	No charge	Required by law
Additions to existing residential and commercial structures		Fee based on valuation
Mechanical Permit Fees:		
Commercial Mechanical Permit Fees	Use current existing unmodified building permit schedule	Permit fee will be based on valuation of the project
Residential Mechanical Permit Fees	.8 times the current unmodified building permit schedule	Permit fee will be based on valuation of the project
Mechanical permit fee minimum	\$32.00 residential, \$40.00 commercial	Minimum fee
Residential Mechanical Plan Review Fee		No charge
Commercial Mechanical Plan Review Fee		40% of Base Mechanical Permit Fee.
State Surcharge		12% of Base Mechanical Permit Fee (or current state rate)
Minimum fee for All signs excluding paper signs and temp banners:	\$20.00 plus \$1.00 per sq. ft.	Drawings to be submitted for all signs. Letter signs will be calculated by gross area used. Temp signs; 30 days. Vinyl, canvas etc are exempt up to 9 sq. ft. Sandwich board signs are exempt up to 6 sq. ft. with a max. 3 feet in height.
Signs over 20 sq. ft. or over 10 ft. high requires plan review.		Signs over 12 feet high will require the foundation to be engineered. Sign heights are measured from the top edge to grade.
Sign plan review fee	permit fee times .65	
Replace existing sign panels same size same business or new business.	permit fee times .5	

Manufactured Dwelling Installation Permit:		
Manufactured home set-up and installation fee (\$175.00 1st unit) (each unit \$100.00 additional thereafter) Includes portable commercial buildings such as but not limited to classrooms, etc.	\$175.00 single wide units Add \$100.00 for each additional unit	Includes prescriptive foundation system, plumbing and crossover connections, 30 lineal feet of sanitary sewer, storm and water lines, the \$30 state cabana fee is additional (unless state rates are modified). Manufactured home set up <u>does not</u> include; garage's, car ports, decks, patio's,
Other fees, refunds		
Refund of any plan review that has been started or completed.	no refund	
Electrical/Plumbing Permits		Issued and inspected by Malheur County

All surplus revenue will be placed in a dedicated fund for the Building Department.

Every three years a fee review will be performed to evaluate the fee structure and surplus account.

PASSED AND ADOPTED by the Ontario City Council this 6th day of May, 2013, by the following vote:

Ayes: Fugate, Crume, Jones, Tuttle, Verini

Nays: Fox

Absent: None

APPROVED by the Council President this 6th day of May, 2013.


Dan Jones, Council President

ATTEST:


Tori Barnett, MMC, City Recorder



RESOLUTION #2024-114

A RESOLUTION AMENDING BUILDING DEPARTMENT PERMIT FEES

- WHEREAS,** The Building Department is converting to a new permitting software, that required all fees to be reviewed and configured; and
- WHEREAS,** A review should be performed every three years to evaluate the permit fees; and
- WHEREAS,** The last review performed was in 2021, without a change to the schedule of fees adopted by Resolution #2013-115; and
- WHEREAS,** Any surplus fees will be placed in a dedicated fund for the Building Department; and
- WHEREAS,** Ordinance 2534-2004 authorizes the City Council to set fees by resolution; and
- WHEREAS,** Staff requests authority to alter fees for the Building Department permits and related fees; and.
- WHEREAS,** Staff requests that the schedule entitled “City of Ontario Building Department Rates and Charges” be adopted; and.
- WHEREAS,** Staff requests authority to charge the fees adopted, effective October 28th, 2024.

NOW, THEREFORE, the City of Ontario resolves as follows:

CITY OF ONTARIO BUILDING DEPARTMENT RATES AND CHARGES	
<i>Other fees may apply: see the State of Oregon Structural Specialty Code and/or Oregon Residential Specialty Code. When applicable, structural permits use valuation as determined by International Code Council (ICC) Valuation Table current as of April 1 of each year, as per OAR 918-050-0100.</i>	
STRUCTURAL PERMIT FEE TABLE:	
RESIDENTIAL Valuation	RESIDENTIAL Fee
\$1 - \$500	\$40.00
\$501 - \$2,000	\$40.00 for the first \$500 plus \$1.50 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 - \$25,000	\$62.50 for the first \$2,000 plus \$6.00 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 - \$50,000	\$200.50 for the first \$25,000 plus \$4.50 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 - \$100,000	\$313.00 for the first \$50,000 plus \$3.00 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 - \$500,000	\$463.00 for the first \$100,000 plus \$2.50 for each additional \$1,000 or fraction thereof, to and including \$500,000
\$500,001 - \$1,000,000	\$1,463.00 for the first \$500,000 plus \$2.00 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
\$1,000,001 and above	\$2,463.00 for the first \$1,000,000 plus \$2.00 for each additional \$1,000 or fraction thereof

COMMERCIAL Valuation		COMMERCIAL Fee
\$1 - \$500		\$76.00
\$501 - \$2,000		\$76.00 for the first \$500 plus \$2.85 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 - \$25,000		\$118.75 for the first \$2,000 plus \$11.40 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 - \$50,000		\$380.95 for the first \$25,000 plus \$8.55 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 - \$100,000		\$594.70 for the first \$50,000 plus \$5.70 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 - \$500,000		\$879.70 for the first \$100,000 plus \$4.75 for each additional \$1,000 or fraction thereof, to and including \$500,000
\$500,001 - \$1,000,000		\$2,779.70 for the first \$500,000 plus \$3.80 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
\$1,000,001 and above		\$4,679.70 for the first \$1,000,000 plus \$3.80 for each additional \$1,000 or fraction thereof
<i>When a structural permit is required by the state building code for retaining walls, decks, fences, accessory structures, etc – see Structural Permit fees table by valuation</i>		
Residential Permit fee	\$40.00 minimum	
Commercial Permit fee	\$76.00 minimum	
Building Plan Review fee	65% of Building Permit	This fee is in addition to building fees
Fire and Life Safety Plan Review	40% of Building Permit	This fee is in addition to building fees
Structural – Additional Plan Review (when applicable)	\$60 per hour	This fee is in addition to building fees
State Surcharge Fee	12% of Building Permit fee or current state rate	This fee is in addition to building fees
Residential Fire Suppression Systems – Standalone System (Structural)	Fees calculated according to the square footage of area to be covered, as per table below:	Fees include Plan Review
Square Footage of Area to be Covered		Fee
0 – 2,000 sq. ft.		\$40.00
2,001 – 3,600 sq. ft.		\$58.00
3,601 – 7,200 sq. ft.		\$85.00
7,201 sq. ft. and greater		\$122.00
Commercial Fire Suppression – Sprinkler and Alarms	Structural Plan Review and Fire & Life Reviews are additional	See Commercial Structural Permit Fee table by valuation
Solar PV Permit – Prescriptive Path System	\$250.00	When required, fee includes plan review and one inspection
Solar PV Permit – Non-Prescriptive Path System	Fees as per Structural Permit Fee Table by valuation to include the solar panels, racking, mounting elements, rails and the cost of labor to install. Solar electrical equipment including collector panels and inverters shall be excluded from the Structural Permit valuation.	

Deferred Submittal Plan Review fee (Structural) – in addition to project plan review fees	65% of the building permit fee calculated using the value of the deferred portion with an \$62.50 minimum for Residential and \$118.75 for Commercial projects	
Phased Project Plan Review fee – in addition to project plan review fees	\$150.00 minimum phasing fee for residential projects and \$225.00 for commercial projects plus 10% of the total project building permit fee, not to exceed \$1500 per phase	
Demolition Permit	\$50.00 – residential \$100.00 – commercial	Plans and scope of work shall be submitted showing all work. Plans may be required to be engineered. Proof of DEQ permits shall be submitted. No State Surcharge applies.
Additions/Alterations and all other non-new type of work – to existing residential and commercial structures	Fees based on valuation – see above Structural Permit Fee Table.	
INSPECTIONS AND OTHER BUILDING FEES – Inspection fees apply to all disciplines		
Reinspection Fee	\$60.00	Per each inspection
Each additional inspection, above allowable	\$60.00	Per each inspection
Inspection for which no fee is specifically indicated (as required)	\$60.00	Per each inspection
Inspection outside of business hours	\$90.00 per hour	Scheduled at the Building Official’s discretion. Two-hour minimum charge.
Investigation fee (inspection, incurs surcharge)	\$60.00 per hour	
Residential Certificate of Occupancy (C of O)	No charge	
Commercial C of O	No charge	
Temporary Residential C of O	\$50.00	Valid for 30 days.
Temporary Commercial C of O	\$95.00	Valid for 30 days; can be extended for a maximum of 180 days – \$95 fee for each 30-day period.
MECHANICAL PERMIT FEE TABLE:		
RESIDENTIAL Appliances	RESIDENTIAL Fees	
Air conditioner	\$20.00	For each unit
Air handling unit up to 10000 cfm	\$12.00	For each unit
Air handling unit 10,001 cfm and over	\$22.00	For each unit
Appliance of piece of equipment regulated by code but no classified in other appliance categories	\$25.00	For each unit

Attic or crawl space fans	\$12.00	For each unit
Chimney/liner/flue/vent	\$8.00	For each unit
Clothes dryer exhaust	\$12.00	For each unit
Decorative gas fireplace	\$12.00	For each unit
Ductwork – no appliance/appurtenance	\$10.00	For each unit
Evaporative cooler other than portable	\$12.00	For each unit
Floor furnace, including vent	\$18.00	For each unit
Flue vent for water heater or gas fireplace	\$12.00	For each unit
Furnace – greater than 100,000 BTU	\$22.00	For each unit
Furnace – up to 100,000 BTU	\$18.00	For each unit
Furnace/burner including duct work/vent/liner	\$18.00	For each unit
Gas or wood fireplace/insert	\$12.00	For each unit
Gas fuel piping outlets	\$15.00	For each unit
	\$3.50	additional gas outlets over 4
Heat pump	\$30.00	For each unit
Hood served by mechanical exhaust, including ducts for hood	\$12.00	For each unit
Hydronic hot water system	\$25.00	For each unit
Installation or relocation domestic/type incinerator	\$25.00	For each unit
Mini split system	\$30.00	For each unit
Oil tank/gas diesel generators	\$18.00	For each unit
Pool or spa heater, kiln	\$18.00	For each unit
Range hood/other kitchen equipment	\$12.00	For each unit
Repair, alteration, or addition to mechanical appliance including installation of controls	\$15.00	For each unit
Suspended heater, recessed wall heater, or floor mounted heater	\$18.00	For each unit
Ventilation fan connected to single duct	\$12.00	For each unit
Ventilation system not a portion of heating or air-conditioning system authorized by permit	\$12.00	For each unit
Water heater	\$8.00	For each unit
Wood/pellet stove	\$12.00	For each unit
Other heating/cooling	\$20.00	For each unit
Other fuel appliance	\$25.00	For each unit
Other environment exhaust/ventilation	\$20.00	For each unit

Mechanical Permit Fee minimum	\$40.00	Minimum fee for residential installations
Mechanical Plan Review Fee	25% of Mechanical Permit Fee	For residential installations
Mechanical – Additional Plan Review (when applicable)	\$60.00 per hour	
State Surcharge	12% of Mechanical Permit Fee (or current state rate)	
COMMERCIAL Mechanical Permit	Per Structural Fee Table	Permit fees will be based on valuation of the project – see above Structural Commercial Permit Fee Table
Mechanical permit fee minimum	\$76.00	Minimum fee for commercial
Mechanical Plan Review Fee	40% of Mechanical Permit Fee	For commercial installations
Mechanical – Additional Plan Review (when applicable)	\$60.00 per hour	
State Surcharge	12% of Mechanical Permit Fee (or current state rate)	

MANUFACTURED DWELLING INSTALLATION PERMIT FEE TABLE:

Manufactured homes – set-up and installation fee	\$175.00 – single wide \$275.00 – double wide \$375.00 – triple wide	Includes the concrete slab, runners or foundations that are prescriptive, electrical feeder and plumbing connections and all cross-over connections and up to 30 lineal feet of site utilities. Decks, other accessory structures, and foundations that are not prescriptive, utility connections beyond 30 lineal feet, new electrical services or additional branch circuits, and new plumbing – may require separate permits. All decks 30” above ground, carports, garages, porches, and patios are based on valuation and may also require separate permits.
State (Cabana) Fee	\$30.00	State required administrative fee

MANUFACTURED DWELLING PARK/RV PARK CONSTRUCTION (Area Development Permit):

The Area Development Permit fee to be calculated based on the valuations shown in Table 2 of OAR 918-600-0030 for Manufactured Dwelling/Mobile Home Parks and Table 2 of OAR 918-650-0030 for Recreational Park & Organizational Camp – and applying the valuation amount to Table 1 as referenced for each (Exhibit 1)

MISCELLANEOUS FEES:		
Reinstatement fee for permits expired up to 6 months past their expiration date	\$40.00 for residential \$76.00 for commercial	Subject to State 12% surcharge
Reinstatement fee for permits expired more than 6 months, but less than one year past their expiration date	50% of original permit fee	Subject to State 12% surcharge
Permit Extension	\$40.00 for residential \$76.00 for commercial	Must apply before permit expiration date. Extends permit validity for 180 days.
Return Check Fee	\$25.00	
Other fees:		
Refund of any plan review that has been started or completed.	no refund	
Electrical/Plumbing Permits	Issued and inspected by Malheur County Building Department	

All surplus revenue will be placed in a dedicated fund for the Building Department.

Every three years a fee review will be performed to evaluate the fee structure and surplus account.

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

AYES:

NAYES:

ABSENT:

APPROVED by the Mayor this ____ day of ____, 2024.

Deborah K. Folden, Mayor

ATTEST:

Tori Barnett, MMC, City Recorder

EXHIBIT 1

Area Development Permit (ADP) Manufactured Dwelling and Mobile Home Parks As excerpted from OAR 918-600-0030

The Area Development Fee shall be determined from **Table 1** using the valuation for all facilities for which the permit is issued. The fees in **Table 1** shall be based upon valuation **Table 2** or be determined by the applicant with documentation acceptable to the authority having jurisdiction. Permit fees shall be paid to the authority having jurisdiction before any work begins.

Table 1

Total Valuation	Fee
\$1 to \$500	\$25
\$501 to \$2,000	\$25 for the first \$500, plus \$2.20 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 to \$25,000	\$58.00 for the first \$2,000, plus \$9.90 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$285.70 for the first \$25,000, plus \$7.15 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$464.45 for the first \$50,000, plus \$4.95 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$711.95 for the first \$100,000, plus \$3.85 for each additional \$1,000 or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$2,251.95 for the first \$500,000, plus \$2.20 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
\$1,000,000 and up	\$3,351.95 for the first \$1,000,000, plus \$2.20 for each additional \$1,000 or fraction thereof

Table 2

MOBILE HOME PARK VALUATION TABLE

**Park
Class**

Spaces per Acre

	4	5	6	7	8	9	10	11	12
A	5901	5517	5197	4941	4685	4493	4365	4301	4237
B	5504	5120	4800	4544	4288	4096	3968	3904	3804
C	5312	5028	4608	4352	4269	3904	3776	3712	3648

Class A = parks contain paved streets curbs & sidewalks

Class B = parks contain paved streets no curbs no sidewalks

Class C = parks contain no paved streets, no curbs but have sidewalks on one side of each street

When a park contains spaces in more than one class, figure the spaces in each class; then add them together to obtain the total valuation for the park.

As excerpted from OAR 918-650-0030

The Area Development Fee shall be determined from **Table 1** using the valuation for all facilities for which the permit is issued. The fees in **Table 1** shall be based upon valuation **Table 2** for recreation parks or be determined by the applicant with documentation acceptable to the issuing authority. Permit fees shall be paid to the issuing authority before any work begins.

Table 1

Total Valuation	Fee
\$1 to \$500.....	\$25
\$501 to \$2,000.....	\$25 for the first \$500, plus \$2.20 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 to \$25,000.....	\$58 for the first \$2,000, plus \$9.90 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000.....	\$285.70 for the first \$25,000, plus \$7.15 for each additional \$1,000 or fraction thereof, to and including \$50,000
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\$500,001 to \$1,000,000.....	\$2,251.95 for the first \$500,000, plus \$2.20 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
\$1,000,000 and up	\$3,351.95 for the first \$1,000,000, plus \$2.20 for each additional \$1,000 or fraction thereof

Table 2

RECREATION PARK VALUATION TABLE									
Class of Park/C am	Spaces per Acre								
	6	8	10	12	14	16	18	20	22
A	2637	2470	2320	2189	2074	1978	1907	1849	1798
B	2483	2317	2176	2035	1920	1824	1754	1696	1645
C	1792	1626	1485	1344	1229	1133	1062	1005	954

Class A = parks & camps contain• paved streets and electric, water and sewer service to each RV or camping site.

Class B = parks & camps contain electric, water and sewer service to each R.V. or camping space, but not have paved streets

Class C = parks & camps contain combination of no more than two services involving electric, water or sewer & do not have paved streets.

When a park or camp contains spaces in more than one class, figure the spaces in each class, then add them together to obtain the total valuation.



Presentation by Tatiana Burgess
Tuesday, September 10, 2024

CITY OF ONTARIO COMMUNITY DEVELOPMENT

Fiscal Year 2023-24
4th Quarter

Building
Department

Economic
Development

Planning and Zoning

Building Department Statistics



ONTARIO
OREGON

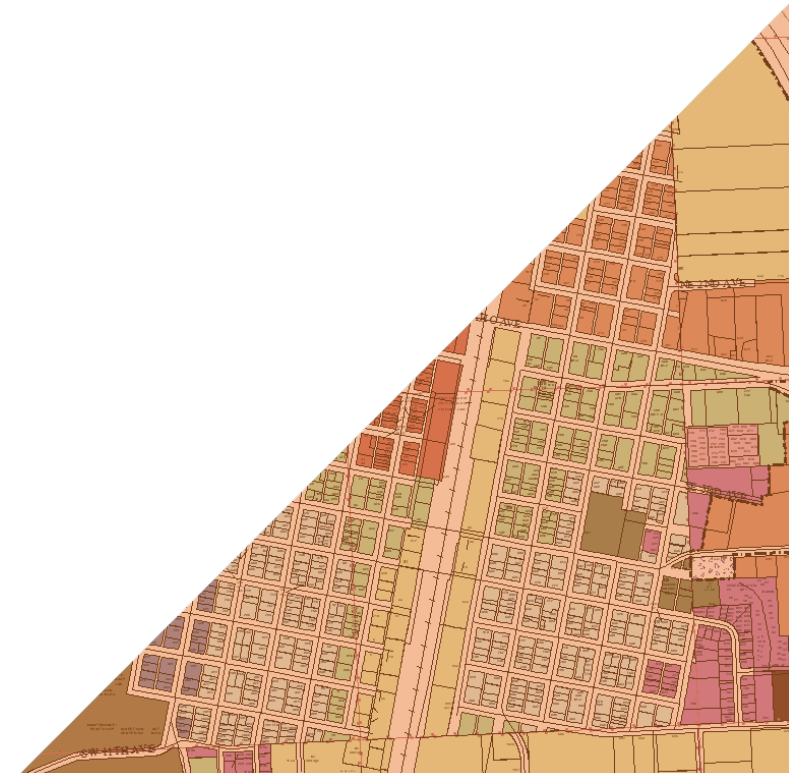
Mechanical and Structural Permit Amounts and Fees Issued in 4th Quarter FY 23-24

Apr-Jun 2024

- Total Permits Issued **109**
- Valuation Totals **\$ 6,206,134.63**
- Total Permit Fees **\$ 59,897.02**

New Permits:

- Malheur Co Fairgrounds – Barn “I” Agricultural Building
- Office and laundry amenities at the Malheur County Housing Authority
- 6 New Single-Family Homes in the Mayberry Subdivision
- 9 New Single-Family Homes in the Terranova Mobile Home Park
- 4 New Single-Family Homes



Planning and Zoning Department

Apr, May, Jun 2024

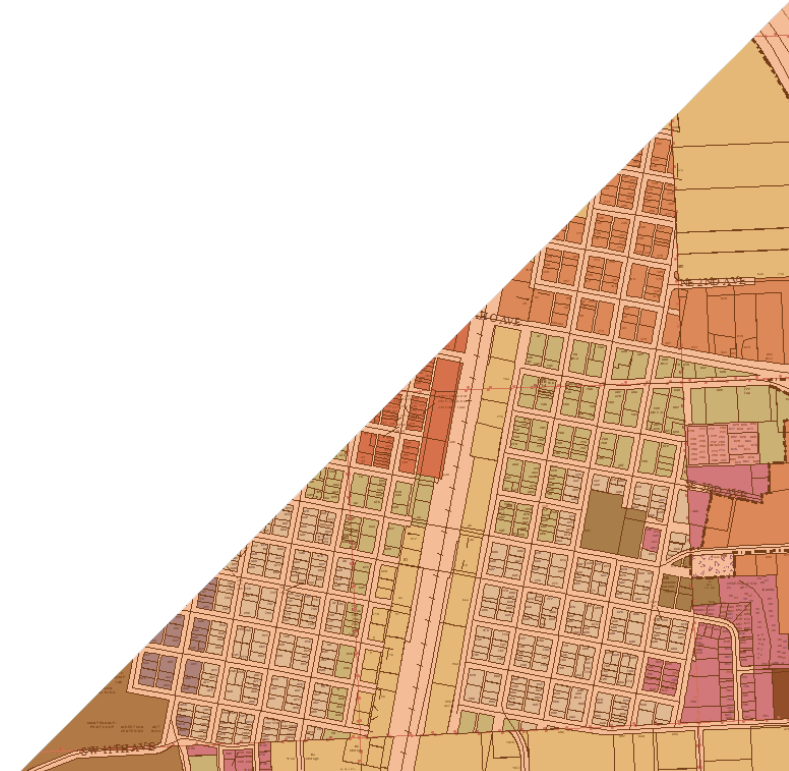


Total Land Use Applications

3

Total Fees for the Quarter

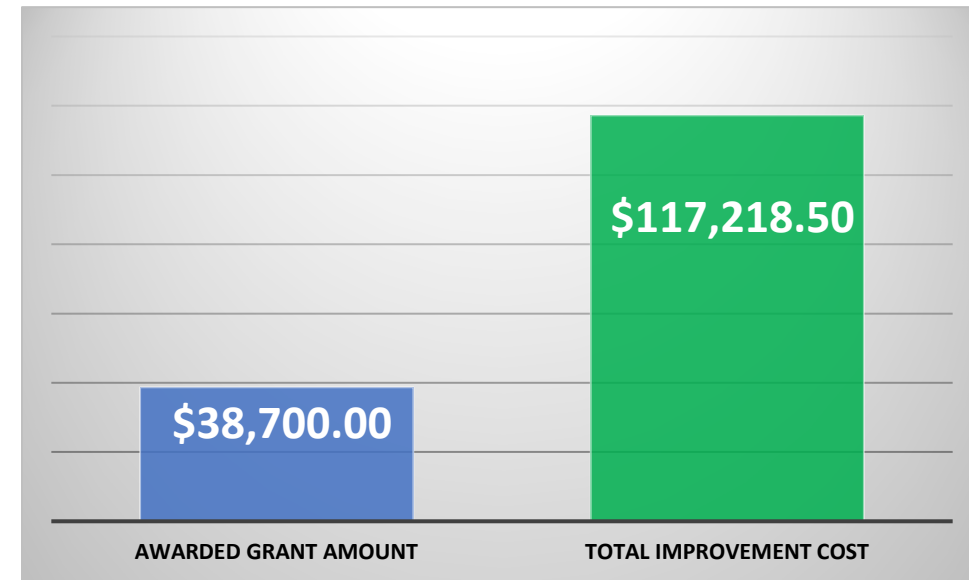
\$225



Phase III Façade Grant Program



- Applications for locations along the commercial corridor of SW 4th Ave from Yturri Beltline to Oregon St, Idaho Ave and Oregon St
- Phase III was commenced in June
 - 2 applications pending review
- For Phase III, the remaining funds for 2024 of \$11,300 was combined with \$25,000 from the Downtown Improvement Grant
- Phase II has had a total of 8 approved grants for a total award of \$38,700 and total improvements of \$117,218.50



Ontario Economic Activity



Apr, May, Jun 2024

- Mayberry Subdivision – being built. 45 applications have been submitted
- Project Build Ontario-Housing Incentive is ongoing
- DMV office is being relocated to Ontario Marketplace on East Lane
- Ongoing remodel at the Goodfellow Building to relocate County offices
- TVCC Nursing Center site plan review process is now complete; project moving along, ready to issue permits soon
- Ontario Middle School addition – work in progress, nearing completion
- A permanent patio structure for outdoor dining being added at Mackey's



Ontario Economic Activity



Continued

“Project Build Ontario”

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

Status: 3 incentive applications submitted in 2024

59 total applications since the incentive began

“Project Westpark”

- Redevelopment of the West Park Plaza Mall
- Preliminary partition plats are being processed to partition off a section off Sunset Dr for a new Lifeways facility, and another partition for a new potential business tenant is being proposed on the north side, directly off SW 4th Ave

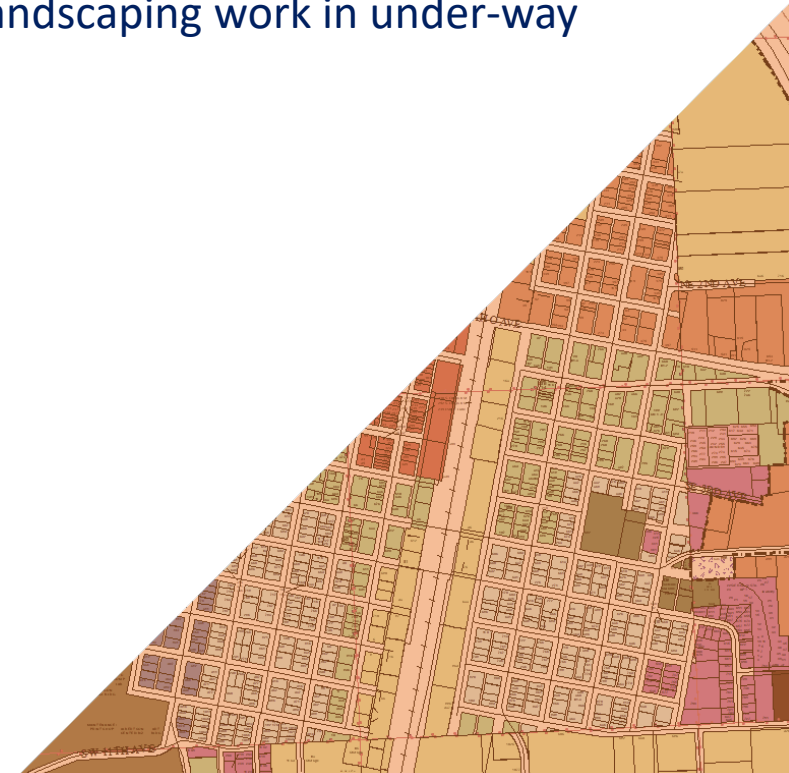
Status: On-going



Projects



ON-GOING CONSTRUCTION:
Ontario Middle School addition –
mostly completed
Landscaping work in under-way



Projects



COMPLETED:
Malheur County Fairgrounds – Barn “1”



COMPLETED:
Malheur County Housing Authority



Projects



TERRANOVA MOBILE HOME PARK
684 SE 10th Street
9 more manufactured homes added



COMPLETED:
390 SW 10th Avenue



Projects



COMPLETED:
Guardian Real Estate Townhouses
604 N Oregon St



COMPLETED:
Harrah Heights Subdivision
1640 Skookum Dr



Projects



1251 and 1249 Phillips Circle



COMPLETED:
1224 Phillips Circle



COMPLETED:
1222 Phillips Circle

Mayberry Subdivision
Under Construction



Projects



1251 and 1249 Phillips Circle



COMPLETED:
1227 Phillips Circle



COMPLETED:
1226 Phillips Circle

Mayberry Subdivision
Under Construction



Projects



COMPLETED:
1229 Phillips Circle



COMPLETED:
1232 Phillips Circle

Mayberry Subdivision
Under Construction



Certificates of Occupancy

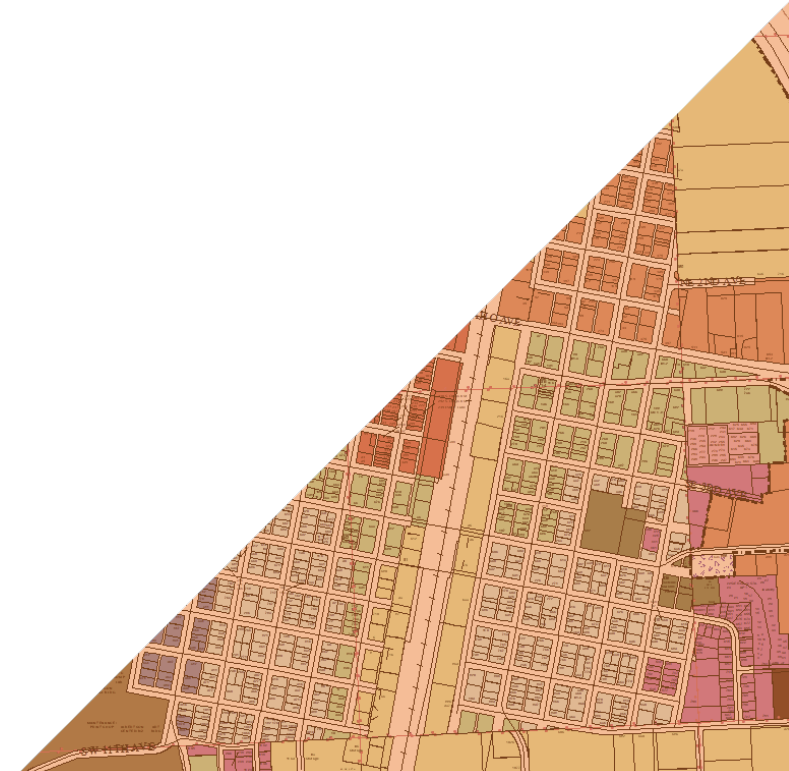


Commercial:

- Malheur Co. Housing Authority (949 N Oregon St)
- Malheur Co. Fairgrounds (795 NW 9th St)

Residential:

- Terranova Mobile Home Park (684 SE 10th St)
 - 9 Spaces: #49, #42, #39, #37, #35, #44, #46, #31, #48
- Mayberry Subdivision (Phillips Circle)
 - 6 Lots: #17, #30, #15, #16, #18, #19
- Single Family Home Alteration (740 NW 1st St)
- Single Family Home (602 N Oregon Street)
- Single Family Home (604 N Oregon Street)
- Single Family Home (390 SW 10th Avenue)
- Single Family Home (1640 Skookum Drive)



THANK YOU





QUARTERLY REPORT

April – June 2024



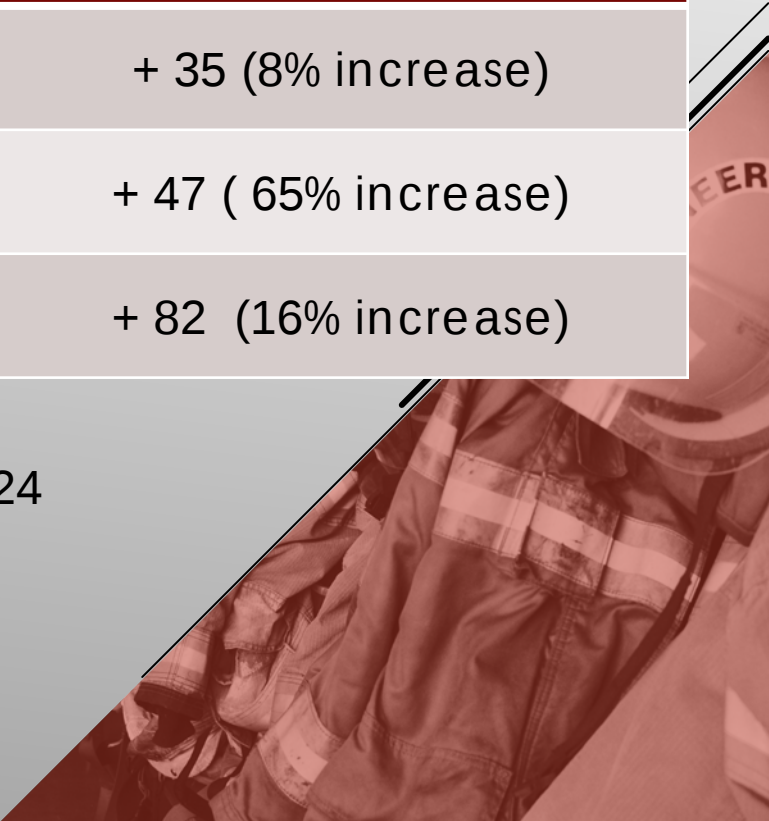
FOURTH QUARTER CALL STATS

Month		City Medical	City Fire	Rural Medical	Rural Fire	Hazmat	Totals
April		145	24	13	10	0	192
May		129	25	16	13	0	183
June		135	33	24	14	1	207
	Totals	409	82	53	37	1	582
	491			90			
	85%			15%			

Comparison between 2014/2024 Calls (4th Quarter)

	2014	2024	Difference
Medical Responses	427	462	+ 35 (8% increase)
Fire Responses	72	119	+ 47 (65% increase)
Total Emergency Responses	499	581	+ 82 (16% increase)

110 medical calls tiered between April-June 2024



SIGNIFICANT INCIDENTS

- **April 7th:** Responded to a fully involved house fire on Community Road; no injuries; home was a complete loss.
- **April 18th:** Responded to a grass fire burning on the hill above Foothill Drive, structures threatened. With help from Vale Fire, Payette Fire, and Nyssa Fire we were able to stop the fire before any structures were involved, no injuries.
- **April 22nd:** Responded to a grass fire near Alameda Drive, along our southern district border. With the help of Vale Fire, Parma Fire, and Nyssa Fire we were able to stop the fire before any equipment and crops were involved, no injuries.
- **May 21st:** A general alarm was sent for a plane crash at the Ontario Airport. The pilot was able to self-extricate and was transported with burn injuries.
- **May 22nd:** OFD and Fruitland fire responded to a fully involved garage fire on Arata Way. The fire was contained to the garage. The occupants lost 2 vehicles, 2 four wheelers and the entire contents of the garage; no injuries reported. Cause - electrical.
- **May 22nd:** OFD sent Tower 199 on a mutual aid fire in Baker City. The old middle school was sadly lost in a blazing fire; no injuries were reported.
- **May 29th:** A general alarm was sent for a house on fire on Lincoln Dr in the early hours of the morning. OFD with the assistance of Nyssa Fire were able to extinguish the fire without any further spread. No injuries reported. The cause of the fire appears to be electrical.



SIGNIFICANT INCIDENTS CONT.

- **June 11th:** Crews responded to a grass fire off I-84 in one of the areas that the unhoused have chosen to set up camp. This fire was challenging and incredibly dangerous for the responding crews due to having to fight the fire from the interstate. OSP and ODOT were a huge asset with traffic control.
- **June 15th:** R1 was dispatched to a grass fire that was on the hillside and threatening 2 residences. OPD was first on scene and began evacuations. While enroute, mutual aid was called for from Payette, Weiser, Vale and Nyssa. When the initial crew arrived, the fire was quickly climbing the hillside. After approximately 2 hours the fire was stopped.
- **June 15th:** 156 responded to reports of a grass fire in the 900 blk of SE 18th Ave. While enroute mutual aid from Vale, Payette and Nyssa was requested. When they arrived on scene, they found a large grass fire that was rapidly spreading due to the strong wind. Crews were able to stop the fire from crossing into the neighboring field where there were several structures and livestock.
- **June 21st:** Vale Fire & Ambulance requested mutual aid for a grass fire threatening multiple structures. Brush 157 responded with a crew of 3 and assisted Vale units with getting the fire under control. Brush 157 remained on scene and assisted with mop up until they were released.
- **June 25th:** 100 and R1 were dispatched to the area of Butte Dr and Onion Ave for a grass fire. Mutual aid was requested from Vale and Nyssa. The fire spread into an area with heavy trees and shrubbery and jumped a 10' wide driveway spreading further into grass, tires and railroad ties. Crews were able to get a good stop on the fire and had it controlled in around 30 minutes. Mop up continued for several days due to the large trees involved.



FIRE PREVENTION

- Juvenile Fire Setter Program – 2 juveniles received fire prevention training.
- Charlotte finished up her Juvenile Fire Setter certification.
- School Fire Safety Talks: Pioneer, Cairo, St. Peter's, Alameda, OCDC, Aiken, May Roberts, Four Rivers Elementary Schools; partnership with BLM.
- Numerous Fire Code/Safety Inspections
- Fire Code Plan Reviews: Alameda Elementary School, Ontario Aquatic Center, TVCC Allied Nursing Facility, Holiday Inn, Malheur County Fairgrounds and many others.
- PDACs



PERSONNEL



- Several firefighters received Medals of Honor or Valor in April following the LNG fire last year. An award ceremony was held at Four Rivers Cultural Center.
- FEMA Safer grant was submitted to fund 3 full time firefighter positions for 3 years.
- FEMA AFG grant was submitted to replace outdated turnouts \$78,000.
- 3 Part Time / Seasonal firefighter shifts were opened following being awarded the OSFM Wildland staffing grant. The grant provided \$35,000 for staffing to help with wildland fires in our area.



COMMUNITY INVOLVEMENT

- Rotary Club speech by Chief Benson
- Touch a Truck at Ontario High School
- Autism Event
- National Night Out Committee
- River point RV park Family Day
- Annual Pancake Breakfast
- National Night Out Committee
- TVCC groundbreaking event for nursing facility
- Clark family clean-up day
- Chief Benson attended the Ontario Technical Advisory Committee meeting.
- Treasure Valley Relief Nursery Father's Day event
- Fire station birthday party



TRAINING

- Weekly trainings are on Tuesday evenings.
- On-duty crews train daily.
- Staff take advantage of outside training as much as possible (FOOLS, NFA, DPSST, SRV).
- Firefighter 1 training class. Probationary firefighters met once a month to work on essential skills needed to complete the Firefighter 1 certification
- A training calendar has been created to ensure all shifts are completing the same training.



REGIONAL TRAINING CENTER

- Phase 1 (Interior) 95% complete
- Phase 2 (Burn Cells) 40% complete
- Phase 3 (Asphalt Surface, Drainage, and Training Ditch) 5%
- Phase 4 (Training Tower) 0%
- Project deadline is September 2027



GRANTS

- FEMA AFG (Assistance to Firefighters Grant) Applied for to replace out of compliance turnouts
- OSFM Staffing grant applied for and awarded (\$35,000)
- FEMA SAFER (Staffing for Adequate Fire & Emergency Response) Applied for 3 additional firefighters full funded for 3 years
- OEM Resiliency Grant – City application for 50% funding for the CRA Study and an inflatable smoke house; Rural application to cover 50% of the CRA Study.



THANK YOU!

Ontario Fire and Rescue is grateful for the support of the community,
City Staff, the Mayor and City Council.

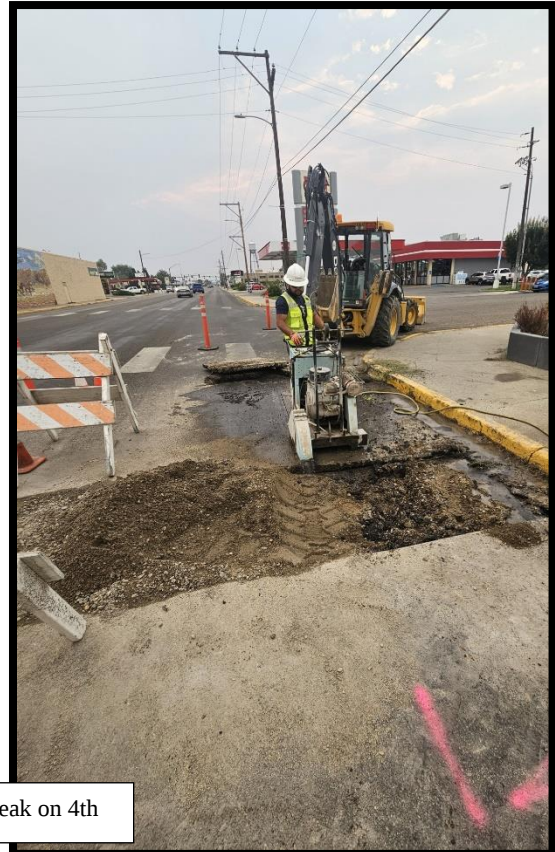
Jacobs Public Works Department Monthly Report August 2024



Jacobs



Service Break on 4th



Monthly Business Review

Public Works Department

Contents:

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



August Business Review

DEVELOPMENT REVIEW

ACTIVITIES AUGUST 2024

- Issued 1 ROW Permits
- Issued 1 New Addresses to new residences.
- Attended 1 PDAC meetings to discuss the expansion of a business.
- Attended 1 PDAC meeting to discuss new businesses.
- Attended 2 PDAC meetings to discuss the addition of residential housing.
- Attended the Jacobs monthly safety meeting.
- Mailed out 250 backflow test notifications due by the end of August.
- Multiple plan reviews for new construction
- Multiple construction inspections
- Sidewalk Incentive Grant applicant- 1
- SE 5th Ave Sidewalk Project has started pouring back all the ADA ramps.
- City Hall Elevator Modernization is in the engineering process.
- Water Treatment Plant Expansion Project has been tested and is currently online. There are minor adjustments being made along with punch list items continue.
- Safe Streets for All (SS4A) has completed its second event/public outreach.
- East Lane Pavement Rehabilitation Project is at 90% design and bid documents are being drafted with plans to go out to bid in February.



SE 5th Ave. Sidewalk Project.



Sidewalk Incentive Grant



Water Service Saddle Replacement

August Business Review

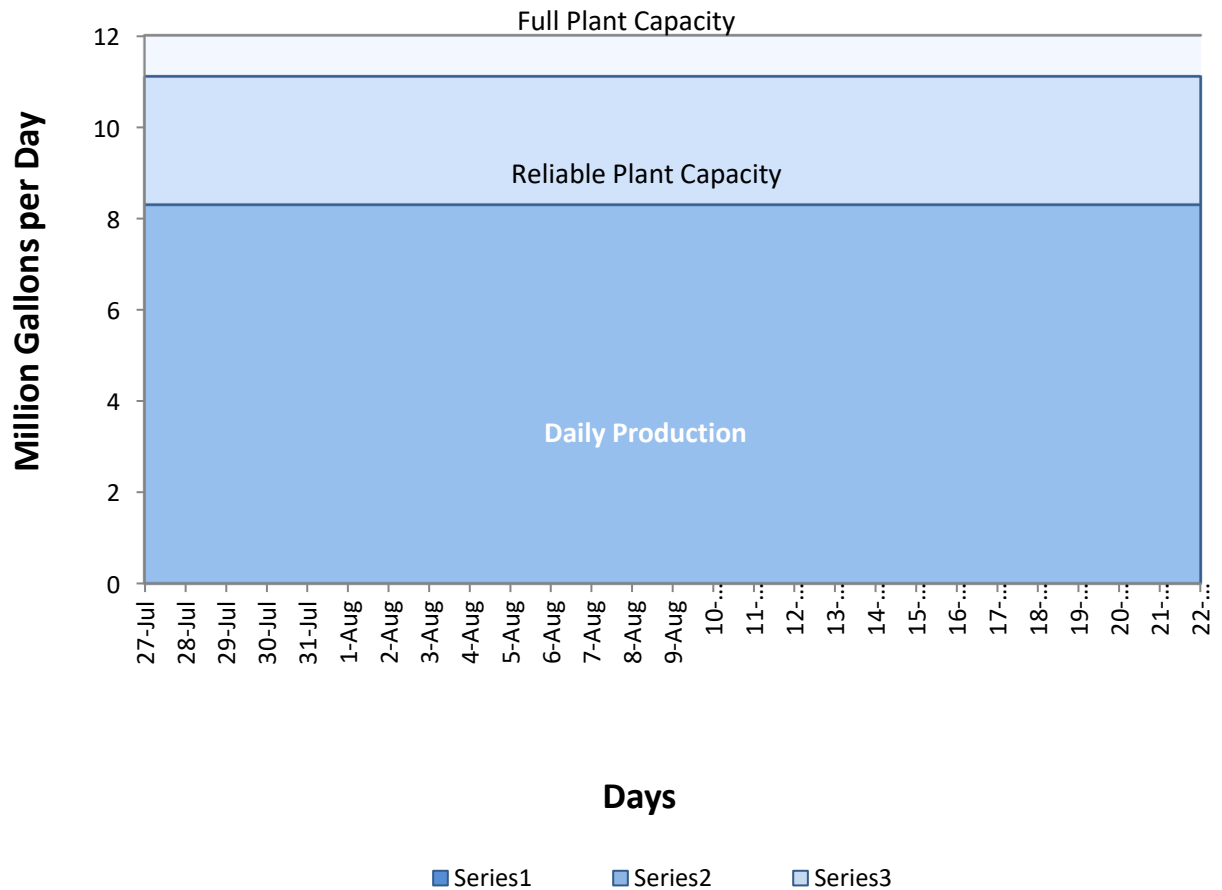
WATER: TREATMENT PLANT AND DISTRIBUTION SUMMARY

ACTIVITIES AUGUST 2024

- 20 meters changed out.
- 6 leak checks.
- 10 water meters turned on customer request.
- 28 meters checked for high consumption.
- 11 meters off customer request.
- 26 meters read verified.
- 19 meters off for non-payment.
- 16 meters on for payment.

WATER TREATMENT PLANT PRODUCTION VS. CAPACITY

Demand vs. Availability July 27- Aug 31, 2024

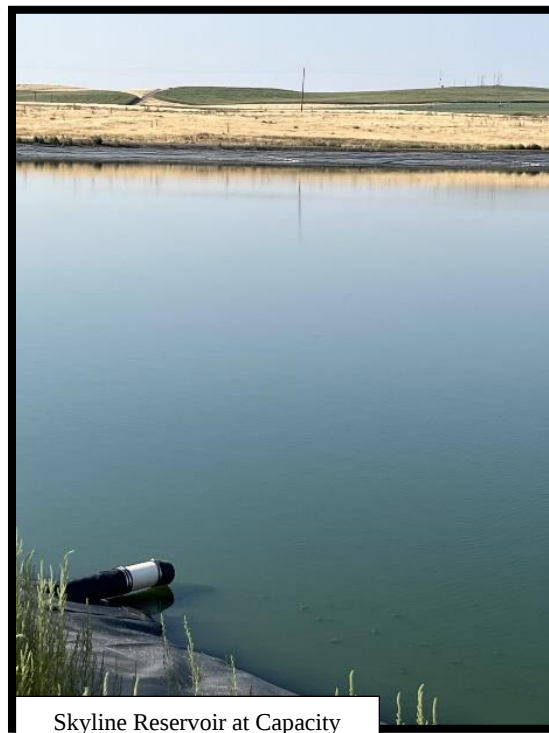


August Business Review

WASTEWATER TREATMENT PLANT AND COLLECTION SYSTEM SUMMARY

ACTIVITIES AUGUST 2024

- All sampling per the 2019 NPDES permit has been completed.
- All OSU samples were completed for the month.
- All piezometer readings taken for the month.
- We currently have 31 days of storage in the WWTP Lagoons.
- Skyline Reservoir is currently at 16.5 ft of storage.
- As of August 15th, plant effluent flow to skyline was halted. Skyline reservoir was full at 17.2 ft. The contract farmer is still in the process of moving bales and seeding upper acreage.
- Parma pump motor to Malheur irrigation pump station was replaced.
- Transmission line to pivot #1 at the Malheur farm was found broken and flowing at 2500 gpm. This line was repaired by the street/distribution dept.
- All aerator preventive maintenance was performed this month.
- Quarterly arsenic manhole sampling was performed this month.
- Annual overhead crane inspections were performed.
- Annual HACH equipment inspections were completed.

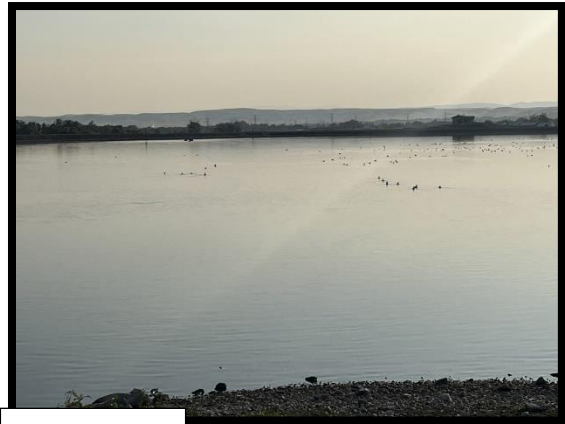


Skyline Reservoir at Capacity

August Business Review

**WASTEWATER TREATMENT PLANT AND COLLECTION SYSTEM SUMMARY
ACTIVITIES AUGUST 2024**

Aerator Maintenance



Lagoon 2 & 3



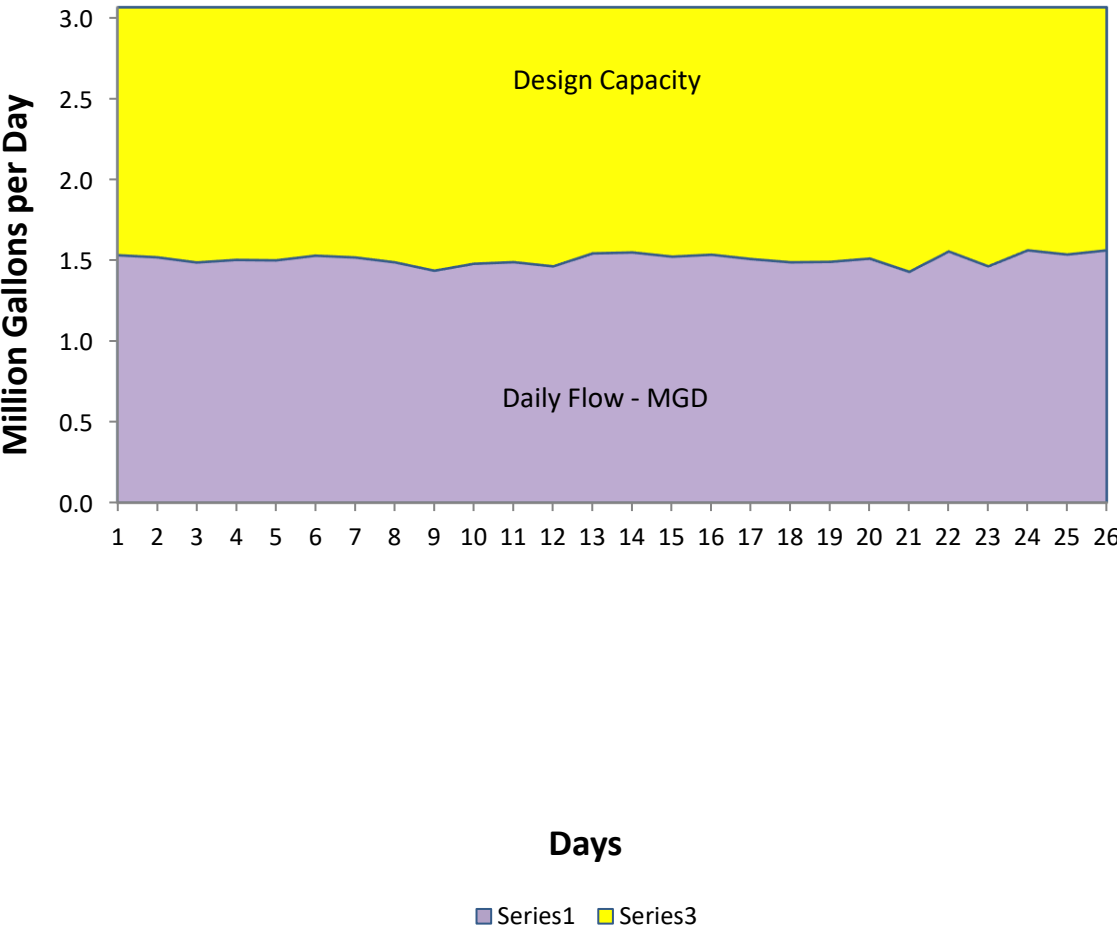
Crane Inspection



Parma Pump Motor

WASTEWATER TREATMENT PLANT

Wastewater Treatment Flows
Jul 31, 2024 - Aug 26, 2024



August Business Review

OPERATIONS MAINTENANCE: STREETS AND COLLECTION/DISTRIBUTION SUMMARY

ACTIVITIES AUGUST 2024

- Moved School crossing sign on Alameda AVE.
- Two rounds of underpass and downtown sweeping.
- Repaired broken water box behind library.
- Pothole repair in alley behind 541 Salon.
- Repaired sink hole on SW 3RD AVE.
- Pulled regional lift station pump for repair.
- Performed routine maintenance on equipment.
- Repaired water service on NW 6TH ST.
- Raised valve can on SW 4TH AVE.
- Install no parking signs on N PARK BLVD.
- Install no parking signs on Hollars ST.
- Exercise water valves.
- Excavated ground at Becks Park for irrigation brake.
- Repaired water service on SW 4TH AVE.
- Fire hydrant repair on SE 2ND ST.
- Replaced water valve behind Newman's muffler.
- Cleaned sewer line as curtesy on 1045 SW 7TH AVE.
- Ground down concrete lip on under pass sidewalk.
- Clean sewer line as curtesy on SW 6TH ST.
- Continue fire hydrant numbers.
- Swept trash on SW 9TH AVE.
- Repaired debris hose on camel truck.
- Removed broken tree branch on SW 4TH AVE.
- Cleaned storm pit at Wastewater Treatment Plant.
- Repaired irrigation line to wheel line at Wastewater Treatment Plant.
- Repaired asphalt patch on SW 4TH AVE.
- Repaired water meter lid on 109 SE 9TH AVE.
- Repaired asphalt patch on SW 3RD AVE.
- Repaired asphalt at 311 SW 4TH ST.
- Asphalt repair on 8TH AVE.
- Asphalt repair on SE 2ND ST.
- Poured concrete panel on sidewalk on SW 4TH AVE.
- 2 new meters installed.
- 52 utility locates completed.

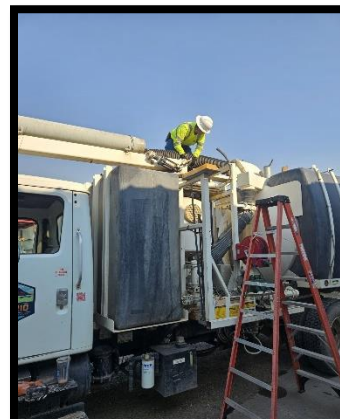
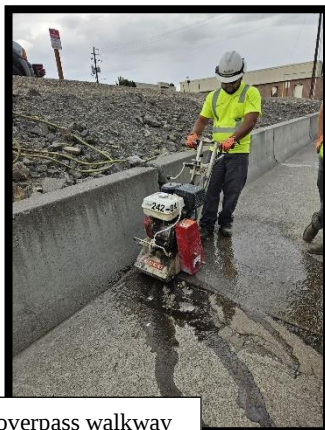
August Business Review

OPERATIONS MAINTENANCE: STREETS AND COLLECTION/DISTRIBUTION SUMMARY

ACTIVITIES AUGUST 2024



Concrete Grinding on overpass walkway



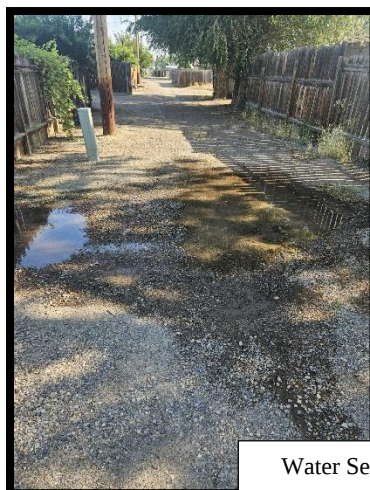
Replaced debris hose on camel truck.



Irrigation line at WWTP #2



Water Service behind Library.



Water Service on 6th St.



August Business Review

FACILITIES, CEMETERIES, AND PARKS SUMMARY

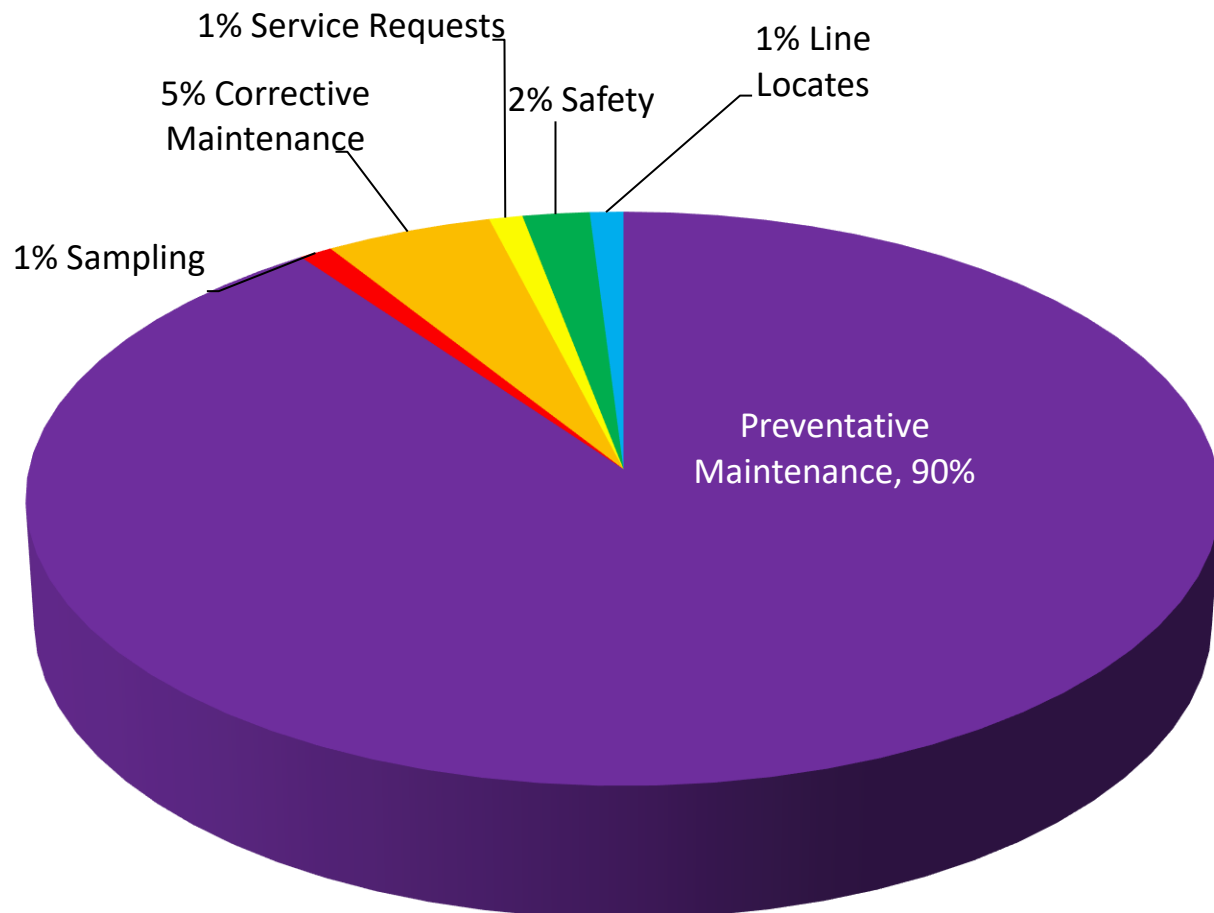
ACTIVITIES AUGUST 2024

- Installed lock on door to the finance department.
- Repaired a door lock in the Police Department.
- Mowing the Airport to get ready for the Airshow.
- Repaired an overhead door at Fire Station Two.
- Collecting Bids on a new mower, and side by side for the Parks Department.
- Collecting Bids on repairing damaged pump house up at Evergreen Cemetery.
- 7 burials at Evergreen Cemetery, and 0 at Sunset Cemetery.



Mower at Airport

OPERATIONS MAINTENANCE: BUILDINGS, PARKS, CEMETERIES AND STREETS SUMMARY



APPENDIX

PUBLIC WORKS DEPARTMENT

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

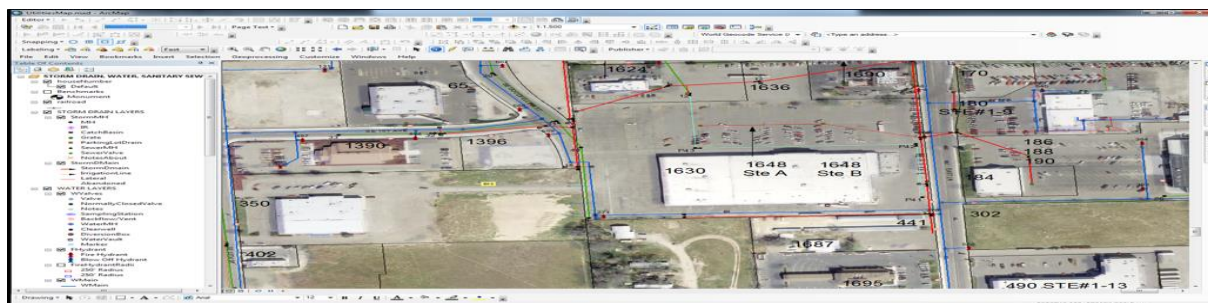
Public Works maintains a water system that complies with the EPA and Division of Health requirements. Staff also maintains the Wastewater Collection system and Wastewater Treatment facilities to meet DEQ standards. These same employees provide sewer and water line construction and maintenance to the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

ADMINISTRATION

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

ENGINEERING

The Engineering Division Department works with other utilities, developers, and property owners in addressing utility issues, public improvements, subdivision development, local improvement districts and other municipal projects. The Department also maintains a set of Standard Specifications for providing uniform procedures for the installation. The staff reviews and approves construction plans for subdivisions, partitions, streets, sanitary sewer, water lines, and storm drainage construction projects. They also design projects, prepare bid documents, and provide project management for Public Works Capital Improvement Program (CIP) project improvements.



August Business Review

The Geographic Information System (GIS) database is maintained by Engineering Department staff. The department also provides support to the city by creating, analyzing, and maintaining the city's geographical digital data. They provide updates to the record maps for all city utilities, right-of-way, easements, land division plots, and city base maps.

OPERATIONS MAINTENANCE

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

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

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

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

The Ontario Park system consists of both active and passive recreational areas. There are four neighborhood parks, one community park, one large urban park, and numerous special use sites in the park system. In total, the City owns 13 park and recreational areas representing more than 1,012 acres of land. The city also owns the Wayne King Skateboard Park. There are two municipally owned and operated Cemeteries – Evergreen and Sunset Cemeteries. The Operations Division is responsible for the operation and maintenance of those areas. Included in their responsibilities are all municipal buildings. This includes general maintenance and repair work, the implementation of preventative maintenance programs, and the administering of service contracts (janitorial, HVAC, electrical, elevator, etc.). This division is also charged with the oversight of facility-related projects, including remodels and systems upgrades.

WATER TREATMENT PLANT

Water treatment plant staff is responsible for treatment of the city's drinking water supply. They must reliably produce high-quality water in adequate volume to meet city needs. Besides the daily laboratory checks, there are monthly, quarterly, and yearly reports.

There are two sources of water for Ontario's estimated 11,090 residents: 80 percent comes from the Snake River and 20 percent comes from wells. Two plants treat the City's water. One is a conventional filtration plant and the other is an up-flow clarifier. The steps for treatment are flocculation, sedimentation, filtration, and disinfection, which meet the compliance of the Oregon Health Authority (OHA).

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

THE WATER TREATMENT PLANT HAS A RELIABLE CAPACITY OF 8.3 MGD AND A MAXIMUM CAPACITY OF 11 MGD.

APPROXIMATELY 80 PERCENT OF WATER COMES FROM THE SNAKE RIVER, THE OTHER 20 PERCENT FROM WELLS.

MAINTAINS 80 MILES OF WATER MAINS.

The Water Treatment Plant has a reliable capacity (capacity with the largest pump out of service) of 8.3 Million Gallons Per Day (MGD) and a maximum capacity of 11 MGD. The water treatment plant average production is 6 MGD and the City's largest industrial user, Heinz Frozen Foods, uses an average of 2.2 MGD of that water.

The City retains surface and groundwater rights permits for a combined total of 38.23 cubic feet per second (cfs), 24.71 MGD for municipal use. One hundred percent (100%) of the City's potable water is treated and disinfected at the water treatment plant. The plant has an original 8-MGD design capacity based on the optimum filter loading rates. The City expanded its treatment capacity in 2006, through the addition of two adsorption clarification and filtration tanks.

Water Distribution System include maintenance and repair of approximately 97 miles of water lines and 3,625 services that include service installations, mainline installation, meter reading, maintenance of more than 600 fire hydrants, and valve exercising of more than 1,700 water valves.

WASTEWATER TREATMENT PLANT

The wastewater treatment plant collects wastewater from the entire city and SRCI. The prison accounts for approximately 16 percent of the flow to the plant.

Wastewater treatment plant operators use a conventional treatment system of aerated lagoons and secondary chlorination treatment. Effluent from the treatment process is used to irrigate forage crops during the growing season. Nine lift stations transport sanitary sewer waste to the Wastewater Treatment Plant. Wastewater is screened and the flow measured at the headworks. Five cells (lagoons) with 25 mechanical aerators assist with biological treatment. Onsite generation of chlorine is used for disinfection.

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

Average discharge volume is approximately 1.5 MGD. Winter discharge is to the Snake River from November through March. Summer discharge is land applied to approximately 353 acres of cropland at the Skyline Farm. Sewer collection duties include maintenance and repair of approximately 78 miles of sanitary sewer lines within the city. Responsibilities include constructing new pipelines, cleaning all gravity sanitary sewer lines, repairing or replacing sanitary sewer lines as needed, providing line locations for all water and sewer lines, and maintaining eight lift stations plus a bar screen and one lift station from SRCI. The city has approximately 56 miles of storm drain collection lines and 1,450 catch basins throughout city limits. Duties include storm drain maintenance and repair, cleaning of approximately 11 miles of storm drain lines, and cleaning the catch basins.



August 2024 Monthly Report



August 2024 Response Stats

<u>August 2024 Calls for Service</u>	<u>City</u>	<u>Rural</u>	<u>Total</u>	
Medical Emergencies	103	14	117	
Tiered Medical Calls (Non-Emergency)	23	2	25	<u>18%</u>
Fire Related Calls	27	15	42	<u>23%</u>
Hazmat	0	0	0	
Generals	2	3	5	
Mutual Aid Given	1	3	4	
Overdoses	6	2	8	
Total	153	31	184	

Fire Prevention:

- National Night Out
- Numerous inspections
- Fire Defense Board
- PDAC meetings
- Plan reviews
- Inspections with the State Fire Marshal's Office

Burn Permits Issued:

City Open Burns – 0

City Burn Barrels - 0

Rural Open Burns – 10

Rural Burn Barrels - 0

Department Updates

- Captain Gammage and Firefighter McLean picked up Tender 158 from Salem. This tender was an award from OSFM following a grant.
- Charlotte attended a grant management class to better help us meet the requirements of grant awards.
- The CRA/SOC study onboarding process is going well. Charlotte and Chief have been meeting remotely weekly with the company to keep the project on track.
- OFR still has two FEMA grants and two OSFM grants pending. We were not successful with the OEM resiliency grant this time around.
- We interviewed 3 potential part time firefighters. 2 of them will be continuing with the hiring process.

Firefighter Training

- Critical incident review
- Extrication tools
- VES
- RIT Training
- Hazmat
- Search & Rescue
- Progressive hose lays
- EMS medical assessments



August 2024

Community Involvement

NNO – Firefighters attended the annual National Night Out Event. Attendees were able to run through a JR firefighter agility course and cool off after in the mist of Ladder 199's stream



Significant Incidents

I-84 Grass Fire

Units responded to a fire off the side of the interstate.

Transient camp fire

A general alarm was sent to respond to a fire that started in the transient camp. Crews quickly has the fire under control.

Big Willow

Mutual aid was requested for assistance on the Big Willow fire in Payette. A tender responded and spent several hours supporting firefighting activities.

Vale mutual aid

Vale requested mutual aid for a fire on Reinhart Butte. A crew of two responded with a water tender and provided a water shuttle to the scene.

Washoe Rd

Payette fire requested mutual aid for a fully involved house fire. When on scene, crews provided a water supply to Payette's engine while they performed mop up.

Nyssa Onion shed

Tower 199 responded to a onion shed on fire in Nyssa. The fire was quickly under control and units were released.



Police Stat Report

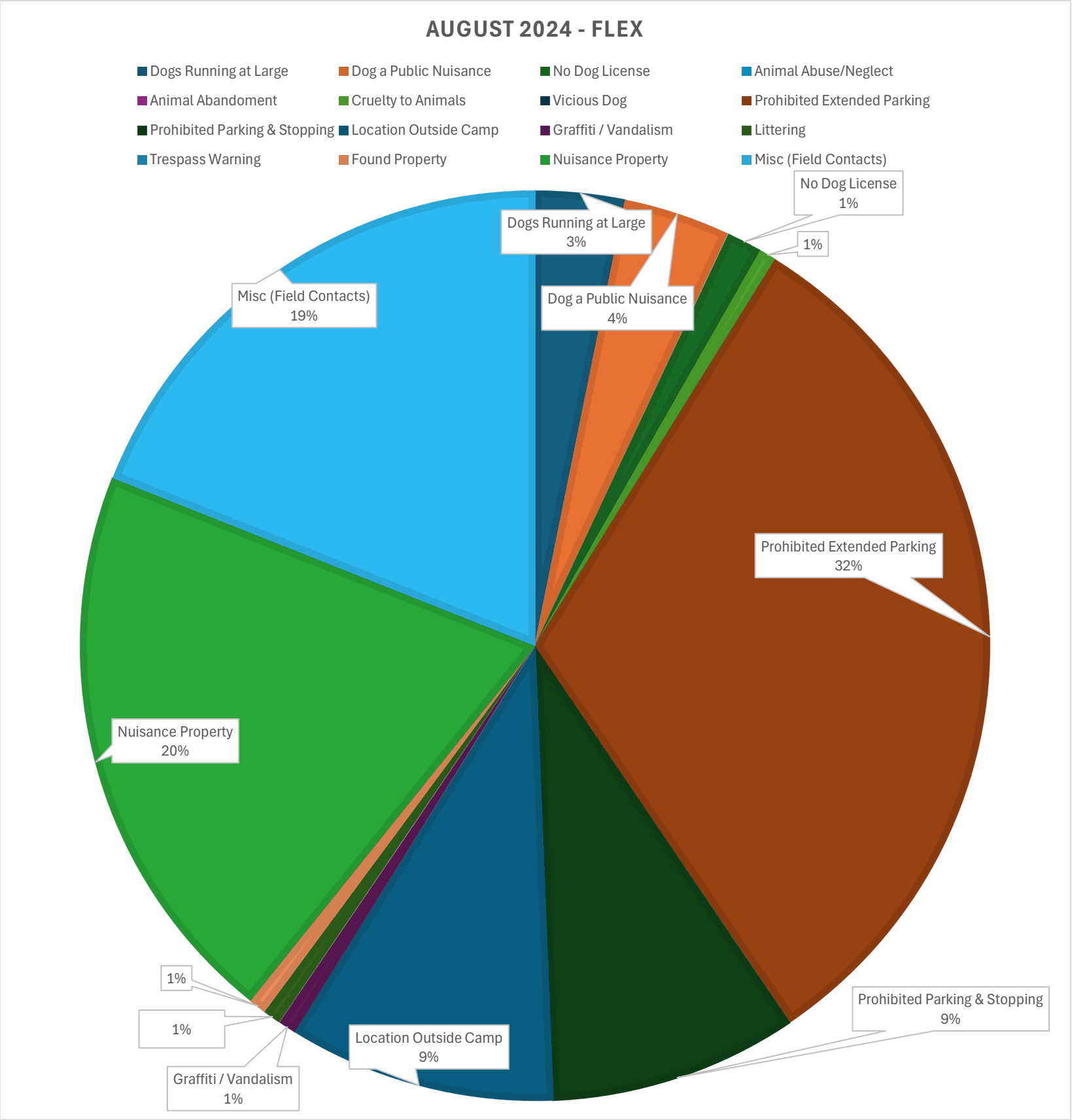
AUGUST 2024

Activity	2024 June	2024 July	2024 August	YTD 2024	PRIOR YTD 2023
Calls for Service	999	1061	1152	8803	10475
Total Incidents	935	1009	1073	7144	6397
Murder	0	0	0	0	0
Robbery	0	1	2	12	5
Sex Crimes	0	3	6	33	81
Burglary	13	14	9	76	55
Assault	26	28	22	148	95
Arson	0	0	2	2	1
UUMV / Auto Theft	7	8	2	48	54
Arrests	45	61	53	408	722
Arrests w/Use of Force	4	4	0	20	21
Gang Related Cases	1	1	0	5	27
Graffiti	1	0	1	3	31
Death Investigations	1	1	2	8	16
SRO Cases	3	0	0	53	72
Thefts	55	59	55	448	478
Traffic Stops	173	161	301	1635	1062
Cited Traffic/Parking	46	42	52	578	829
Traffic Crashes	33	49	33	330	344
Alarms	22	26	22	207	239

CODE ENFORCEMENT

AUGUST: 2024 STATS

Violation	Aug-24
Dogs Running at Large	5
Dog a Public Nuisance	6
No Dog License	2
Animal Abuse/Neglect	
Animal Abandonment	
Cruelty to Animals	1
Vicious Dog	
Prohibited Extended Parking	50
Prohibited Parking & Stopping	14
Location Outside Camp	15
Graffiti / Vandalism	1
Littering	1
Trespass Warning	
Found Property	1
Nuisance Property	32
Misc (Field Contacts)	30
August Summary	158



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



**Ontario Visitors and Convention Bureau
Board MEETING AGENDA**

**Thursday, September 5, 2024, 7:00 AM, MT
Ontario Chamber Office 251 SW 9th ST**

CALL TO ORDER: This agenda was emailed on April 26, 2024

- 1) **Roll Call:** Bob Quinn _____ Debbie Blackaby _____ Cheryl Cruson _____ Doug Dean _____
Terry Dols _____ Ken Hart _____ Lynelle Christiani _____
City Manager: Dan Cummings _____ V&C Director: John Breidenbach _____

2) **NEW BUSINESS**

Grant Request

TVCC- New Student Orientation
Vale Mural Society

- 3) **APPROVAL OF MINUTES:-Bob Quinn
May 2, 2024**

- 4) **Review Financial Report – Terry Dols**

- 5) **V&C Director Report- John Breidenbach**

- 6) **COMMENTS FROM COMMITTEE MEMBERS**

- 7) **ADJOURN**

Attachments

1. ***Grant request***
2. ***May 2, 2024, Minutes***
3. ***V&C Financials***



VISITORS AND CONVENTION BOARD

C/O Ontario Area Chamber of Commerce

251 SW 9th St.

Ontario, OR 97914

541-889-8012 (Voice) 541-889-8331 (Fax)

info@ontariochamber.com

PROMOTION AND EVENT FUND APPLICATION

GENERAL INFORMATION:

Name of Applicant Organization: Vale Mural Society

Complete Mailing Address: P.O. Box 631, Vale, OR 97918

Telephone: 541-301-8527 Fax: _____ E-Mail: valeoregonmurals@gmail.com

Principal Contact Todd Fuller

Complete Mailing Address: 2570 Graham Blvd, Vale, OR 97918

Telephone: 541-301-8527 Fax: _____ E-Mail: toadfuller68@gmail.com

Name of Event and Date and Time Event Will Be Held: Vale Mural Tours - permanent once established

Has organization applied for a V&C Grant Before: _____ Yes ☒ No

**If yes was the V&C grant request approved and for what amount:*

_____ Yes _____ No / \$ _____

**If grant request was approved did the organization give their 90 day follow-up report*

_____ Yes _____ No

Description of Promotion or Event: The Vale Mural Society is seeking funds to create a permanent audio tour

for the murals located on buildings in and around the city of Vale, Oregon. Once complete, the audio tour

provides a path to information for those visiting the murals and a map of directions to each of the murals.

Audio tour access is via an app downloaded to a smartphone. The app has links to each mural located

on the map. The user then clicks on the mural link to listen to audio about that specific mural.

NATURE OF PROMOTION/EVENT: Tourism and cultural awareness is the focus for the audio tour.

☒ _____ Tourism based capital project _____ Multi-night local lodging event

_____ Special media promotion _____ Education and/or training project

Amount of Funding Support Requested: \$ 3,000.00
Total Promotion/Event Budget: \$ 3,000.00

What specific expenditures will the granted funds be used for?*: Grant funds cover the cost to hire a contractor to gather the tour information from recording each narrator.

Contractor then edits the information and syncs the audio file to the audio tour App "VoiceMap" for smartphones.

List promotion/event supporters or partners**: The projects supports the local Vale area businesses and non-profits as well as support for the surrounding areas of Ontario and Nyssa. The app is available to surrounding cities to create their own audio tours to help promote tourism.

PROJECTED PROMOTION/EVENT IMPACT:

Describe how the promotion/event will impact the Ontario economy (e.g., room nights, number of visitors/attendees, restaurant sales, retail sales, etc.): The project impacts the Ontario

economy through hotel/motel stays, restaurant visitation, and shopping local stores. Vale does not

have many motels, so tourists would likely stay in Ontario when visiting the area.

Estimate the number of nights to be one. Restaurant visitation is likely for travelers

staying in a hotel as well as visits to local shops.

FINANCIAL REPORTING REQUIREMENTS:

For established groups, please provide two years of P & L Statements, a current Balance Sheet, and a proposed budget for this year's promotion/event. For newly formed groups, please provide a proposed budget of revenues and expenditures in a form similar to the one below:

PROPOSED REVENUES

Source #1	Ontario visitors and convention board	Amount \$	3,000.00
Source #2		Amount \$	
Source #3		Amount \$	
Source #4		Amount \$	
Source #5		Amount \$	

TOTAL REVENUES \$

PROPOSED EXPENDITURES

Use #1	Audio Tour Project	Amount \$	3,000.00
Use #2		Amount \$	
Use #3		Amount \$	
Use #4		Amount \$	
Use #5		Amount \$	
Use #6		Amount \$	
Use #7		Amount \$	
Use #8		Amount \$	
Use #9		Amount \$	
Use #10		Amount \$	

TOTAL EXPENDITURES \$ 3,000.00

REVENUES MINUS EXPENDITURES \$ 0

As a final condition to accepting granted funds, the applicant agrees to provide the Ontario Visitors and Conventions Board with a final report summarizing results of the promotion/event (e.g., attendance, local and regional publicity, hotel/motel occupancy, closing revenue and expenditure report, etc.) within 90 days of the event/promotion.

8/28/2024

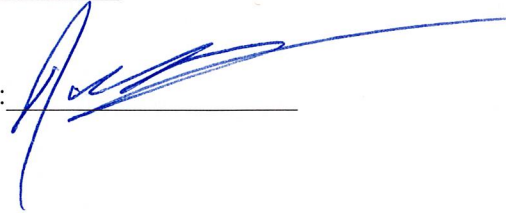
Date

Todd Fuller

Signed

Todd Fuller

Printed Name of Applicant

Date Received: 8/28/2024 Ontario Area Chamber President/CEO: 



QUALIFYING CRITERIA FOR V&C FUNDS REQUESTS

- 1) The project is a tourism-based capital project such as, but not limited to, beautification. Examples of such potential projects might include coordinated refuse bins in shopping areas or enhancements to the highway arterial entrances to the City of Ontario such as shrubs, lighting or signage.
- 2) Multi-night events that would attract attendees from out of the area. Such events should be of a nature that would necessitate overnight lodging in the Ontario area rather than merely being events that would bring local persons into Ontario only to return to their homes the same day.
- 3) Projects consisting of special area media promotions. These could include, among others, special brochures or videos or advertising co-op projects designed to extol the virtues of Ontario as a tourism, convention, cultural, or recreational destination.
- 4) Projects related to the education and/or training of the Visitors and Convention Director or Board members.



VISITORS AND CONVENTION BOARD

C/O Ontario Area Chamber of Commerce

251 SW 9th St.

Ontario, OR 97914

541-889-8012 (Voice) 541-889-8331 (Fax)

ceo@ontariochamber.com

PROMOTION AND EVENT FUND APPLICATION

GENERAL INFORMATION:

Name of Applicant Organization: Treasure Valley Community College

Complete Mailing Address: 650 College Blvd., Ontario, OR 97914

Telephone: (541) 881-5585 Fax: _____ E-Mail: cyasuda@tvcc.cc

Principal Contact: Cathy Yasuda

Complete Mailing Address: _____

Telephone: _____ Fax: _____ E-Mail: _____

Name of Event and Date and Time Event Will Be Held: New Student Orientation, Friday, September 20, 2024

Has organization applied for a V&C Grant Before: ☒ Yes ☐ No

**If yes was the V&C grant request approved and for what amount:*

☒ Yes ☐ No / \$ 2,000

**If grant request was approved did the organization give their 90 day follow-up report*

☒ Yes ☐ No

Description of Promotion or Event:

Fall New Student Orientation is one of the biggest student events of the year. Historically, the Fall Orientation serves approximately 150 new students, their parents, family and friends. This event is an opportunity for new students to become familiar with college programs, campus resources, facilities and the local community. A highlight of this event has been the Taste of Ontario which provides local businesses the chance to promote and market their product and services to our new student body and their families. Survey results from previous NSO events have continued to indicated that Taste of Ontario is one of the most popular pieces of our program and we would like to continue to support and promote our local restaurants with these grant funds. We also have enjoyed partnering with the Ontario Chamber, V & C, and the City of Ontario in welcoming our new students and their support groups to the community in a very positive way. We want to continue to work with the Ontario Chamber and the City of Ontario in creating a friendly, supportive and safe community for our new students at TVCC.

NATURE OF PROMOTION/EVENT: _____

☒ Tourism based capital project

☐ Multi-night local lodging event

☐ Special media promotion

☒ Education and/or training project

Amount of Funding Support Requested: \$ 2,000.00

Total Promotion/Event Budget: \$ 4,600.00

What specific expenditures will the granted funds be used for?*

These funds will be used to provide vendor grants to local restaurant businesses or food trucks to promote their product and service either through actual samples or if needed, to provide certificates/gift cards for students and their families to purchase food items/services at their respective place of business. To expand our services we plan to continue to include local food trucks this year and offer them the opportunity to promote and market their business as well. For the past two years, we have been able to fully bring this event back in-person, and are excited for the opportunity to do so again this fall.

List promotion/event supporters or partners:**

TVCC will be reaching out to our previous priority vendors: Bake-A-Deli, Kiwi Loco, Mackey's, Ogawa's, Romio's, Sorbenots, and Sugar Momma Cookies. We plan to also extend an offer out to any new businesses and the food trucks that have opened in Ontario. The goal is to provide these grants to a minimum of five restaurants and/or food trucks and provide \$400 per business to participate in our Taste of Ontario. Vendors who participated last year include Kiwi Loco, Bake a Deli, Sugar Momma's Cookies, Greg's Grub Shack, and Curry On Wheels.

PROJECTED PROMOTION/EVENT IMPACT:

Describe how the promotion/event will impact the Ontario economy (e.g., room nights, number of visitors/attendees, restaurant sales, retail sales, etc.)*

This event will shine a spotlight on our local businesses through specific restaurant food grants, allowing restaurants to make an impression on students and their families from out of town who might spend their money elsewhere. In addition, during the event, families contribute to the local economy through hotel bookings, furnishing for students in the dorms, groceries, meals, gasoline and other necessities they need while they are staying in town. The Ontario Area Chamber of Commerce and the Ontario Visitors and Convention Bureau will be well publicized and promoted during our event. Your name will be included in our materials and publications and most importantly, if we do a virtual event, a pre-recorded Chamber of Commerce and other Ontario city officials' welcome message will be shared with the students and their parents or support groups.

FINANCIAL REPORTING REQUIREMENTS:

For established groups, please provide two years of P & L Statements, a current Balance Sheet, and a proposed budget for this year's promotion/event. For newly formed groups, please provide a proposed budget of revenues and expenditures in a form similar to the one below:

PROPOSED REVENUES

Source #1	Proposed V & C Grant	Amount \$	2,000.00
Source #2	TVCC Funds	Amount \$	2000.00
Source #3	ASG Funds	Amount \$	600.00
Source #4		Amount \$	
Source #5		Amount \$	

TOTAL REVENUES \$ 4600.00

PROPOSED EXPENDITURES

Use #1	Restaurant Grants	Amount \$	2,000.00
Use #2	New Student Backpacks	Amount \$	1800.00
Use #3	Door Prizes and Raffles	Amount \$	300.00
Use #4	Misc. Supplies & Printing	Amount \$	300.00
Use #5	Refreshments/Lunch for Staff/Support	Amount \$	200.00
Use #6		Amount \$	
Use #7		Amount \$	
Use #8		Amount \$	
Use #9		Amount \$	
Use #10		Amount \$	

TOTAL EXPENDITURES \$ 4600.00

REVENUES MINUS EXPENDITURES \$ 0

As a final condition to accepting granted funds, the applicant agrees to provide the Ontario Visitors and Conventions Board with a final report summarizing results of the promotion/event (e.g., attendance, local and regional publicity, hotel/motel occupancy, closing revenue and expenditure report, etc.) within 90 days of the event/promotion.

07/18/2024

Date

Signed

Cathy Yasuda

Printed Name of Applicant

Date Received: 7/20/2024

Ontario Area Chamber President/CEO:

*Use additional sheets as necessary

LAST REVISED 1/12

**Those supporters/partners making cash or in-kind contributions, use additional sheets as necessary.



QUALIFYING CRITERIA FOR V&C FUNDS REQUESTS

- 1) The project is a tourism-based capital project such as, but not limited to, beautification. Examples of such potential projects might include coordinated refuse bins in shopping areas or enhancements to the highway arterial entrances to the City of Ontario such as shrubs, lighting or signage.
- 2) Multi-night events that would attract attendees from out of the area. Such events should be of a nature that would necessitate overnight lodging in the Ontario area rather than merely being events that would bring local persons into Ontario only to return to their homes the same day.
- 3) Projects consisting of special area media promotions. These could include, among others, special brochures or videos or advertising co-op projects designed to extol the virtues of Ontario as a tourism, convention, cultural, or recreational destination.
- 4) Projects related to the education and/or training of the Visitors and Convention Director or Board members.

Ontario V&C Minutes
May 2, 2024
7:00 am
Ontario Area Chamber of Commerce Office

Bob Quinn called the meeting to order at 7:00 am.

Roll Call – **Board Members present** Bob Quinn, Lynelle Christiani, Ken Hart, Debbie Blackaby, Terry Dols, Cheryl Cruson

Board Members absent: Doug Dean

Ex-Officio Members Present: V&C Director John Breidenbach, City Manager Dan Cummings

NEW BUSINESS

Grant Request

Valley Family Health Care-Health Fair

Ben Murray gave a presentation asking for funds to cover express in conjunction with a new event, the Health Fair, that will take place on June 1 for \$1000. Debbie Blackaby moved it and seconded it to Lynelle Christiani to approve the request, and the motion passed. 4-0 with Ken Hart not voting.

MINUTES/FINANCIALS

March 7, 2024, Minutes were reviewed. Ken Hart motioned to approve, and Terry Dols seconded.

Motion passed 5-0-0

Terry Dols presented the financials. Debbie Blackaby motioned to approve, and Lynelle Christini seconded.

Motion passed 5-0-0

Adjourn: Motion by Terry Dols motioned, and Ken Hart seconded.

To adjourn the meeting at 8:30 am, the motion passed 5-0-0.

**CITY OF ONTARIO
VISITORS AND CONVENTIONS BOARD
ACTIVITY SUMMARY
BEGINNING SEPTEMBER 1997**

DATE	REQUESTOR	REQUESTED	GRANTED	DISBURSED
NOV 2023	NO NEW ACTIVITY	\$ -	\$ -	\$ -
DEC 2023	NO NEW ACTIVITY	\$ -	\$ -	\$ -
JAN 2024	GIGGLES & GRACE EARLY LEARNING CENTER <i>Teaching Conferences</i> (Granted 9/7/23 - Issued for Payment 1/12/24)	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
FEB 2024	BORDER TOWN COMIC CON <i>March 2023 Border Town Comic Con Festival</i>	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
FEB 2024	ONTARIO MUNICIPAL AIRPORT <i>National STOL Event</i>	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
MAR 2024	BOYS & GIRLS CLUB OF TREASURE VALLEY <i>August 2024 National Night Out</i>	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
MAR 2024	ALLEN MONTGOMERY / MONTGOMERY FARMS <i>Oct 5 - Nov2, 2024 Corn Maze Mega Slide</i>	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
MAR 2024	R&R Promotions, LLC / Ontario Speedway, LLC <i>Spring Maze 4-Wheeler & Motorcycle Race</i>	\$ 1,000.00	\$ 2,000.00	\$ 2,000.00
MAR 2024	R&R Promotions, LLC / Ontario Speedway, LLC <i>April APBA Sprint Boat Test & Tune</i>	\$ 500.00	\$ -	\$ -
MAR 2024	R&R Promotions, LLC / Ontario Speedway, LLC <i>Big Nasty Adventure Obstacle Event</i>	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
MAR 2024	R&R Promotions, LLC / Ontario Speedway, LLC <i>June APBA Sprint Boat Test & Tune</i>	\$ 500.00	\$ -	\$ -
MAR 2024	R&R Promotions, LLC / Ontario Speedway, LLC <i>AHRMA Vintage Motorcyle Races</i>	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
MAR 2024	R&R Promotions, LLC / Ontario Speedway, LLC <i>Fall Maze 4-Wheeler & Motorcycle Race</i>	\$ 1,000.00	\$ -	\$ -
APR 2024	NO NEW ACTIVITY	\$ -	\$ -	\$ -
MAY 2024	Valley Family Health Care <i>2024 Family Health Fair</i>	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
JUN 2024	NO NEW ACTIVITY	\$ -	\$ -	\$ -
JUI 2024	NO NEW ACTIVITY	\$ -	\$ -	\$ -
AUG 2024	NO NEW ACTIVITY	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
	8/23/2024	\$ 921,368.04	\$ 788,472.77	\$ 788,472.77

**CITY OF ONTARIO
VISITORS AND CONVENTIONS BOARD
PROMOTIONS AND EVENT FUND
BALANCES THROUGH
DRAFT AUGUST 2024**

2024	<i>RESOURCES</i>	<i>EXPENSES</i>	<i>BALANCE</i>
<i>BALANCE FORWARD</i>	\$822,814.15	\$804,239.60	\$18,574.55
<i>T.O.T. Disbursement \$2500</i>			
JUL'24 Disbursement <i>Jun'24 Returns/Collected Jul'24</i>	\$2,500.00	\$0.00	\$21,074.55
AUG'24 Disbursement <i>Jul'24 Returns/Collected Aug'24</i>	\$2,500.00	\$0.00	\$23,574.55
SEP'24 Disbursement <i>Aug'24 Returns/Collected Sep'24</i>			\$23,574.55
OCT'24 Disbursement <i>Sep'24 Returns/Collected Oct'24</i>			\$23,574.55
Nov'24 Disbursement <i>Oct'24 Returns/Collected Nov'24</i>			\$23,574.55
Dec'24 Disbursement <i>Nov'24 Returns/Collected Dec'24</i>			\$23,574.55
2025			
JAN'25 Disbursement <i>Dec'24 Returns/Collected Jan'25</i>			\$23,574.55
FEB'25 Disbursement <i>Jan'25 Returns/Collected Feb'25</i>			\$23,574.55
MAR'25 Disbursement <i>Feb'25 Returns/Collected Mar'25</i>			\$23,574.55
APR'25 Disbursement <i>Mar'25 Returns/Collected Apr'25</i>			\$23,574.55
MAY'25 Disbursement <i>Apr'25 Returns/Collected May'25</i>			\$23,574.55
JUN'25 Disbursement <i>May'25 Returns/Collected Jun'25</i>			\$23,574.55
TOTAL FISCAL	\$5,000.00	\$0.00	
ACCRUALS FROM JULY 1997 TO PRESENT	\$827,814.15	\$804,239.60	\$23,574.55