



CITY COUNCIL MEETING MINUTES April 14, 2026

The scheduled meeting of the Ontario City Council was called to order by Mayor Deborah Folden at 6:00 p.m. on Tuesday, April 14, 2026, in the Council Chambers of City Hall. Council members present were Deborah Folden, Susann Mills, Michael Braden, John Kirby, Adriana Contreras, and Penny Bakefelt. Ken Hart was excused.

Staff present were Dan Cummings, Corinna Hysell, Laura Reyes, Kari Ott, Jason Cooper, Clint Benson, Tatiana Burgess, Al Haun, and Marshall Pierce.

AGENDA

This Agenda was posted Friday, April 10, 2026. Copies of the Agenda are available from the City Hall Customer Service Counter and on the city's website www.ontariooregon.org.

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

CONSENT AGENDA

MILLS moved, CONTRERAS seconded, **TO ADOPT THE CONSENT AGENDA, WHICH CONSISTED OF ADOPTION OF COUNCIL MEETING MINUTES OF MARCH 10, 2026, AND MARCH 24, 2026**. Roll call vote: Mills-yes; Braden-yes; Hart-out; Contreras-yes; Kirby-yes; Bakefelt-yes; Folden-yes. Motion carried 6/0/1.

NEW BUSINESS

Liquor License: New License for Matsy's Catering

Tatiana Burgess, Planning Director, presented.

The Oregon Liquor Control Commission has updated the licensing procedure. Applications now came to the local government for endorsement before completing the application process through the State of Oregon Liquor Control Commission office in Salem.

Larry Matsumura applied for a New Full Limited On-Premises, Other Public Location liquor license for the Four Rivers Cultural Center located at 676 SW 5th Avenue, Ontario, Oregon. He was applying for the liquor license in the name of Matsy's Catering, and it would operate under the same name. He completed the "New Full On-Premises, Other Public Location" liquor license sales application. All necessary paperwork had been submitted to the City of Ontario, and the required fees would be received after council action. All permit and license requirements had been met through the City of Ontario Planning, Building, and Fire Departments. The Oregon Liquor Control Commission office was awaiting a recommendation from the Ontario City Council.

Four Rivers Cultural Center was an event center that currently did not have its own liquor license. Having a liquor license at this location would allow them to host events without needing other vendors to cater them with a special events license. To obtain the privilege of selling alcohol at this location, the Oregon Liquor Control Commission required Matsy's Catering to complete the "New Outlet – Full On-Premises Sales – Other Public Locations" application. Once this step was completed, the location would have the necessary license, which required annual renewal.

BAKEFELT moved, CONTRERAS seconded, **THE CITY COUNCIL RECOMMEND THE NEW FULL ON-PREMISES SALES/OTHER PUBLIC LOCATIONS LIQUOR LICENSE APPLICATION FOR MATSY'S CATERING**. Roll call vote: Mills-yes; Braden-yes; Hart-out; Contreras-yes; Kirby-yes; Bakefelt-yes; Folden-yes. Motion passed 6/0/1.



City Hall Remodel Contract Award

Dan Cummings, City Manager, presented.

The City Council and Budget Committee approved a budget to fund the remodel of a portion of City Hall for an area for the police Sergeant's workstation area and to remodel the fire personnel's sleeping quarters.

The project was put out to bid on February 11, 2026, in the Argus Observer, as well as on the city website. The city received three responsive bids: Alpine Construction Management, LLC for a base bid price of \$248,449.00; Gyllengerg Construction, Inc., for a base bid price of \$328,722.00; and Wright Brothers, The Building Company, Eagle LLC, for a base bid of \$344,714.00.

It was determined by the selection committee that consisted of Dan Cummings, Al Haun, and Marshall Pierce, that the lowest responsive bid was Alpine Construction Management with a base bid of \$248,449.00, and was within the amount budgeted for the project.

This project required approval as soon as possible to allow for the contract to proceed and for construction to be completed in a timely manner.

KIRBY moved, CONTRERAS seconded, **THE CITY COUNCIL TO ACCEPT THE BASE BID AND APPROVE A CONTRACT WITH ALPINE CONSTRUCTION MANAGEMENT, LLC IN THE AMOUNT OF \$248,449.00 FOR THE POLICE AND FIRE REMODEL PROJECT AT CITY HALL AND AUTHORIZE THE CITY MANAGER TO SIGN ALL DOCUMENTS REQUIRED FOR THIS PROJECT.** Roll call vote: Mills-yes; Braden-yes; Hart-out; Contreras-yes; Kirby-yes; Bakefelt-yes; Folden-yes. Motion passed 6/0/1.

Contract Award: Station 2 Addition Design

Clint Benson, Fire Chief, presented.

The City of Ontario's Fire Station #2 was located near the airport at 3288 SW 4th Avenue and was constructed in 2010. The original design of the facility included a future living quarters addition to the west. Without living quarters at Fire Station #2, the facility could not support staffing. Currently, Fire Station 2 was a fire apparatus storage building that did not support staffing. Strategically, Ontario Fire had been moving towards a minimum staffing level of four firefighters 24 hours a day, with two staffed at Station 1 and two staffed at Station 2. This deployment model would provide faster response times for many of Ontario's citizens while ensuring the department met OSHA's 2-in-2-out rule in the event of structure fires. Progress was being made, and the next step was professional design, which would provide shovel-ready construction plans and an important and accurate construction cost analysis.

Providing staffing at Station 2 would greatly enhance the fire department's response and service to the community. The recent Community Risk Assessment & Standard of Cover Study, completed in early 2025, provided several priority recommendations. One of these key recommendations was to *"Construct full-service quarters for 24-hour staff at Fire Station 2 and provide 24-hour staffing to support the improvement of service deployment to the community (2025 CRA/SOC, pg. 82).* This strategic goal *"...will improve response times and operational efficiency...improving effective response force and enhancing firefighter safety" (2025 CRA/SOC, pg. 82).* *"Staffing both stations would double the 4-minute and 8-minute percentage of coverage for the community and improve the first-due and effective response force standards" (2025 CRA/SOC, pg. 62).*

In late 2025, Ontario Fire applied for and received an \$80K grant from the Eastern Oregon Border Board for the design of Station 2. After requesting, accepting, and reviewing/grading five professional design proposals for the Station 2 Addition Design Project, Schlager Zimmerman Architects was graded as the most qualified firm. Negotiations with Schlager Zimmerman resulted in a cost proposal of \$86,495 for preliminary and final design architecture and engineering. Schlager Zimmerman also gave fee proposals for environmental review services and construction observation and administration; however, funding for those items would be sought through future grant funding options. With \$80K in funding from a grant from the Eastern Oregon Border Board and remaining funds from the city's budget, the design of the Fire Station 2 Addition Project would be completed in time for the fall grant application season.

The design of the Fire Station 2 Living Quarters Addition fit well with several key goals in Ontario's Strategic Plan. For example, desirability improved when emergency services were located in strategic locations to provide quick service during emergencies. Also, with the potential growth spoken of in the Strategic Plan, adding a staffed fire station in a good location was smart planning. Finally, the quality of life in any community depended



upon safety. This fire department was committed to protecting life, property and the environment. Investment in this public safety facilities and infrastructure by adding living quarters to Station 2 would provide improved service to the Ontario citizens and enhance the desirability of this community.

Currently, the city had \$80,000 in grant funding from the Eastern Oregon Border Board for the design of the Fire Station 2 Living Quarters Addition Design Project. Additionally, Finance Director Kari Ott indicated that there were budgeted funds that could be used to award the design contract to Schlager Zimmerman Architects. Timing was of the essence in order for the architect to have time to complete the design and cost analysis prior to several construction funding grant opportunities opening up early this fall. The alternative was to continue to negotiate with other design firms and hope for a cost proposal below \$80K; however, the timing for fall grant applications would suffer, which might move Ontario back a year regarding grant funding opportunities.

CONTRERAS moved, BAKEFELT seconded, THE CITY COUNCIL AWARD THE CONTRACT WITH SCHLAGER ZIMMERMAN ARCHITECTS IN THE AMOUNT OF \$86,495.00 FOR PRELIMINARY AND FINAL DESIGN ARCHITECTURE AND ENGINEERING OF THE STATION 2 ADDITION PROJECT AND APPROVE THE CITY MANAGER TO SIGN ALL RELATED DOCUMENTS. Roll call vote: Mills-yes; Braden-yes; Hart-out; Contreras-yes; Kirby-yes; Bakefelt-yes; Folden-yes. Motion carried 6/0/1.

5th Avenue Pedestrian Improvement Project: Irvco Change Order Approval

Marshall Pierce, City Engineer (Jacobs), presented.

The City received ODOT grant funds to improve SE 5th Avenue. Irvco completed additional work outside of their base contract. With additional ODOT grant funds remaining, the City had additional 5th Avenue improvements performed on the north side, as well as completing additional site survey.

This work has been performed and was ready for Change Order approval and final payment to close out this project. ODOT grant funds were being used to fund the project, with remaining funds being used for this change order.

CONTRERAS moved, KIRBY seconded, THE CITY COUNCIL APPROVE IRVCO CHANGE ORDER (CO) #7 AND #8 TO INSTALL A NEW SIDEWALK AND RAMPS ON THE NORTH SIDE OF SE 5TH AVENUE, AND PROVIDE ADDITIONAL LANDSCAPE BLOCKS AND SITE SURVEY, IN THE AMOUNT OF \$92,602 AND AUTHORIZE THE CITY MANAGER TO SIGN THE RELATED DOCUMENTS. Roll call vote: Mills-yes; Braden-yes; Hart-out; Contreras-yes; Kirby-yes; Bakefelt-yes; Folden-yes. Motion carried 6/0/1.

PUBLIC HEARING

Ordinance #2845-2026: Amending OMC 4-1-1.13

It being the date advertised for public hearing on the matter of Ordinance #2845-2026, the Hearing was declared open. There were no objections to the city's jurisdiction to hear the action, no abstentions, no ex-parte contact, and no declarations of conflict of interest.

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

The City of Ontario, under Ordinance #2804-2022, amended Ontario Municipal Code Title 4, Chapter 1 to adopt provisions of Oregon Building Codes and Establish Local Building Regulation and Procedures. The Ontario Building Local Appeal Board and Procedures were created under OMC 4-1-1.13 and were no longer needed.

Under the Ordinance, it prescribed and established the procedures for appealing a Building Officials ruling as follows:

4-1-1.13 - Appeal, local appeal board and alternative appeal procedure.

(A) Manner of Taking: Any person aggrieved by a code interpretation or decision of the Building Official may file an appeal with the Ontario City Council who will, within a reasonable time, convene the Local Appeal Board for hearing of the appeal. A decision of the Local Appeal Board can be appealed to the appropriate state advisory board pursuant to ORS 455.690.



(B)Alternative Appeal Process: In lieu of subsection A of this section, the aggrieved person may appeal directly to the state specialty code chief under OAR 918-0010130 and ORS 455.475. If the appeal relates to an inspection pursuant to the electrical specialty code, the appeal process set forth in OAR 918-251-0040 shall be followed.

(C)Form of Appeal to Local Appeal Board: No particular form or format for an appeal to the local board is required. However, the appeal shall specify the nature of decision appealed, the date of the decision, and shall specifically set out each and every allegation of error. The appeal shall be signed by the grievant. A copy of the appeal shall be sent U.S. mail or delivered personally to the Building Official. An appeal fee is established by resolution.

(D)Form of Appeal to State: An appeal application to the State of Oregon may be obtained from Oregon Department of Consumer and Business Services/State of Oregon Building Codes Division. An appeal fee is established by state.

(E)Local Appeal Board: A local appeal board is hereby created consisting of five (5) members. The members shall be selected by and serve at the pleasure of the City Council. The board will consist of the following: (1) engineer or architect; (2) plumbing contractor; (3) electrical contractor; (4) building contractor; and (5) representative from any fire protection agency. In the absence of selected members for the above local appeal board the City Council shall act as the Appeal Board.

It had been determined that there was no need for a Local Appeal Board, and it was best that any appeals be taken directly to the State Building Code Division. Therefore, staff was recommending amending City Municipal Code Title 4, Chapter 1, Section 1.13 by removing all reference to the Local Appeal Board and directing any appeals to the Oregon Building Code Division. This action should be done as soon as possible to ensure that any grieving party knows the process in place within the State Building Code Department.

The Hearing was opened for public testimony.

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

MILLS moved, CONTRERAS seconded, **THE CITY COUNCIL TO APPROVE ORDINANCE #2845-2026, AN ORDINANCE AMENDING ONTARIO MUNICIPAL CODE (OMC) TITLE 4, CHAPTER 1, SECTION 1.13 APPEAL PROCEDURE TO THE OREGON BUILDING CODES LOCAL BUILDING REGULATIONS ON FIRST READING BY TITLE ONLY, AND DECLARING AN EMERGENCY.** Roll call vote: Mills-yes; Braden-yes; Hart-out; Contreras-yes; Kirby-yes; Bakefelt-yes; Folden-yes. Motion carried 6/0/1.

MILLS moved, CONTRERAS seconded, **THE CITY COUNCIL TO APPROVE ORDINANCE #2845-2026, AN ORDINANCE AMENDING ONTARIO MUNICIPAL CODE (OMC) TITLE 4, CHAPTER 1, SECTION 1.13 APPEAL PROCEDURE TO THE OREGON BUILDING CODES LOCAL BUILDING REGULATIONS ON SECOND READING BY TITLE ONLY, AND DECLARING AN EMERGENCY.** Roll call vote: Mills-yes; Braden-yes; Hart-out; Contreras-yes; Kirby-yes; Bakefelt-yes; Folden-yes. Motion carried 6/0/1.

DEPARTMENT HEAD UPDATES

Police: Quarterly

Jason Cooper, Police Chief, presented. He further added that the two radar signs purchased were received, and he was working with Jacobs to get those deployed.

Mr. Cummings added that right after those two kids were hit at that intersection, he met with Chief Cooper and approved through the repairs budget to order two more flashing lights. The safety flashing lights would be at that intersection, and remove one of the crosswalks. It would look identical to 11th, how that was done for the school kids. They were also leaving the flags for double safety. For some history, the city received a grant to install most of those, and one had been planned for there, but the owner at the time (Chevron) voiced opposition. He felt it would affect is business too much. But they were going to put it there now, as 12th really was a main access to the school. It was two to three weeks out on order, but it would be installed upon receipt by Public Works.



Councilor Kirby stated when they had done the evidence destruction purge, which was ongoing, but the business was not around, but there was now a place to take items to be destroyed?

Chief Cooper stated yes. Covanta was the company out of Brooks, Oregon, that managed the waste disposal. Many agencies, including OPD, identified a similar company outside of Spokane, Washington, so mileage and time wise, it was closer. They provided that service for other law enforcement agencies.

Councilor Bakefelt thanked Lt. Swank and Sgt. Bolyard for their 20 years of dedicated service. It was very much appreciated and did not go unnoticed.

DISCUSSION ITEM(S)

Revitalize Ontario South Oregon Bulb Out Update

Tom Thompson, Revitalize Ontario member, presented.



Revitalize Ontario!

Community Project Update
Oregon Street Bulb-Outs
April 14, 2026

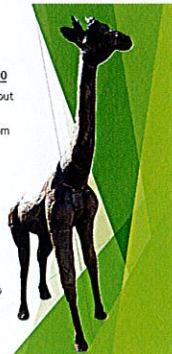
Oregon Street Bulb-Out Project

- ▶ The 32 bulb-outs along Oregon Street were adopted by Revitalize Ontario as a part of our goal to enhance the appearance of the downtown district.
- ▶ We feel that improving the bulb-outs will:
 - ▶ Reduce waste accumulation along Oregon Street
 - ▶ Demonstrate that the downtown district is cared-for and be more inviting
 - ▶ Encouraging longer stays in downtown for our local businesses



Oregon Street Bulb-Out Project Cost

- ▶ Total City of Ontario Investment in the bulb-out animals/landscape \$0.00
- ▶ The City has given Revitalize Ontario the opportunity to manage the bulb-out sites but is not funding their further development and maintenance.
- ▶ This project is a collaborative effort with volunteer help and donations from the Depot District, downtown merchants, Ontario Rock, the Rock Yard, Andrews Seed, community members, and Revitalize Ontario.
- ▶ Revitalize Ontario funded the project through proceeds of our events including the Tater Tots Festival, grants, donations, and volunteers.
 - ▶ The initial 17 animal sculptures were acquired at a cost of \$55,000
 - ▶ Salon Salon and Barinaga Orthodontics also purchased sculptures expanding on the project and sites these sculptures can be enjoyed
 - ▶ Businesses/residents can purchase from the available catalog
 - ▶ The landscape rock, boulders, columns, and plantings are estimated to cost an additional \$40,000 depending on total materials used.



Oregon Street Bulb-Out Project Timeline

- ▶ Step 1 - Bulb outs have been filled with decorative black and tan landscape rock and will have boulders/basalt columns installed by the end of April.
- ▶ Step 2 - With the help of Andrew's Seed drought-tolerant perennials including lavender, cone flowers, salvia, and ornamental grasses which require minimal maintenance and watering will be planted by early May.
- ▶ Step 3 - Ongoing watering and maintenance will be managed by Revitalize Ontario with the help of community volunteers and businesses.



Where did the sculptures come from?



- ▶ Inspired by the success of Baker City's sculpture program, we partnered with Art Roamers to bring a similar vibrancy to Ontario.
- ▶ Art Roamers works directly with artists in Eastern Africa (including Kenya, Uganda, and Tanzania), who create these hand-crafted animals reflecting the wildlife of their home regions.
- ▶ Every purchase directly funds education for women and girls in Kenya and provides essential school and art supplies for students creating a global-local connection with that has a lasting effect on their lives.
- ▶ These sculptures are a starting point. We are always looking for artists in the region to suggest other installations.

About Revitalize Ontario

Revitalize Ontario is a 509(a)(2) public charity focused on the development and promotion of a healthy and prosperous community in Ontario, Oregon within the context of cultural and historic preservation. Although many of our events and projects can be found all over Ontario, our focus is on the Downtown District.

- ▶ **How We Accomplish Our Mission and Goals**
 - ▶ With only 6 volunteer board members.
 - ▶ Through strong collaboration with the City of Ontario, the Ontario Parks Committee, the Ontario Downtown Depot District, Chamber of Commerce, and our dedicated community partners, we are shaping a downtown that reflects the spirit of our people.



What's Next

- ▶ Revitalize Ontario's 2nd Quarter Public Meeting is next Tuesday 4/21 6:00pm @ the Chamber Offices across from Lions Park
- ▶ Moore Park master planning is in the works! We hope to have initial plans completed by the end of April and ready to present to the Parks Committee and City Council for review
- ▶ Depot District Friday Night Markets start May 1st 5:00pm to 8:30pm in Moore Park
- ▶ All things Tater Tots!



Councilor Mills asked who was on the board.

Mr. Thompson stated he was the Vice-President; Laura Hiramatsu was the Treasure; Terry Dols was the President; Randy and Brad Bartolome were a couple of the directors; and Jacob Widmer from the Competition Applicant was also on the board. The ex-officio was the City Council if they wanted to attend. Sometimes Dan [Cummings] attended, or Tatiana. They also had John Briedenbach attend occasionally.

Mayor Folden encouraged everyone to attend the Tater Tots Festival.

Councilor Kirby asked if that was a drawing or an engineering study.

Mr. Thompson stated they were having him draw the structural design so it could go out for quote.

Councilor Kirby asked if the city was participating in the theme of that.

Mr. Thompson stated it would go through parks for first approval, and then through Dan [Cummings] for bid.

HAND-OUTS

Minutes

County Court 02/04/2026, 02/25/2026, 03/04/2026, 03/11/2026, 03/18/2026, 03/24/2026, 03/25/2026; Airport 03/02/2026

CORRESPONDENCE, COMMENTS, AND EX-OFFICIO REPORTS

Councilor Kirby stated since he had done that survey, which he'd provided in rough form, and then after the AI summarized it, the president of the Rotary Club [Ken Hart] asked if he would make a presentation. He had done his presentation that day. However, there was not been a single citizen from Ontario in the group. They seemed to be appreciative of the information provided, and they all had questions, but they all lived in other towns.

ADJOURN

BAKEFELT moved, MILLS seconded, the meeting be adjourned. Roll call vote: Mills-yes; Braden-yes; Hart-out; Contreras-yes; Kirby-yes; Bakefelt-yes; Folden-yes. Motion carried 6/0/1. Meeting concluded at 6:54 pm.

ACCEPTED:

ATTEST:


Deborah K. Folden, Mayor


Tori Barnett, MMC, City Recorder

