



CITY COUNCIL MEETING MINUTES June 9, 2026

The scheduled meeting of the Ontario City Council was called to order by Mayor Deborah Folden at 6:00 p.m. on Tuesday, June 9, 2026, in the Council Chambers of City Hall. Council members present were Deborah Folden, Susann Mills, Michael Braden, Penny Bakefelt, and Adriana Contreras. Ken Hart and John Kirby were excused.

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

AGENDA

This Agenda was posted Friday, June 5, 2026. Copies of the Agenda are available from the City Hall Customer Service Counter and on the city's website www.ontariooregon.org.

MILLS moved, CONTRERAS seconded, **TO ADOPT THE AGENDA AS PRESENTED**. Roll call vote: Mills-yes; Braden-yes; Hart-out; Contreras-yes; Kirby-out; Bakefelt-yes; Folden-yes. Motion carried 5/0/2.

CONSENT AGENDA

BAKEFELT moved, MILLS seconded, **TO ADOPT THE CONSENT AGENDA, WHICH CONSISTED OF ADOPTION OF COUNCIL MEETING MINUTES OF MAY 12, 2026**. Roll call vote: Mills-yes; Braden-yes; Hart-out; Contreras-yes; Kirby-out; Bakefelt-yes; Folden-yes. Motion carried 5/0/2.

PUBLIC COMMENT

Travis Williams, Ontario Sanitary Service, stated: *Just wanted to stop in and kind of give an update, kind of a mid-year update with Ontario Sanitary and the City of Ontario. I know that last time I was in here we had kind of talked about opening the transfer station, getting that back open for public use. It took a lot longer than I thought with permitting and our operations plan, but we have that in place now. So, with staffing right now, we're going to open it starting this Friday, actually, just Fridays only from noon to four until we can kind of get some more staffing in place and to also kind of see the need for it and the use that we'll get out of it. I was talking to, we might be able to help with some of the city clean up with the homeless encampment stuff, too, we we can kind of accept that stuff there and save a trip to Clay Peak, a little closer for you guys, work something out there, too, so we'll, if we can kind of work that on the side, maybe open it for a day, Monday, Tuesday, or Wednesday, whatever day of the week that we could just kind of coordinate that and make that available so that we can help out there. But, going forward for right now, just Fridays, noon to four, transfer station will be open and that's open to the public, not open to commercial business. We're not really set up right now to accept commercial haulers to bring in, whether it's roofing materials or construction debris, and that sort of thing. Really just to the general public right now allow that. The second thing I wanted to kind of bring up, we received a new truck. It'll be a residential sideload truck, so it'll be here in town. Right now, we're going through all the process to get it ready for the road. We did, we just got it last week. We did something similar where we want to do with this truck on the Payette side is we got a wrap for the side of it that kind of showed the cities that we serve with Payette, Fruitland, and New Plymouth, and so it's got all the high school's logos on it. We've got a lot of comments, a lot of good feedback for that, so we want to do something similar with Ontario. I don't know if we just put Ontario High School on there. We'd like to kind of make it a little more Ontario themed, so if you guys have any ideas or suggestions of something you might want to see on the side of the truck, feel free to let me know. I've talked to Dan quite a bit, so Dan could share it with me, but yeah, we're trying to look for something to put on the side of that thing to incorporate the town and the community. So, if you've got any ideas, please share them. Other than that, I just kind of want to stand up here and see if you guys have any questions or comments or anything.*

Councilor Mills asked if the transfer station was in the same location as before.



Mr. Williams: *The transfer station? Yes, it is. It's just in the back building. What kind of took so long was getting a way to be able to charge for people bringing stuff in, so we had to put in a lot of infrastructure for internet service back there, a metal building, obviously, was not conducive for internet, so we had to do some stuff with it. So that's all set up, the scale's all set up, we can bring people in to do everything there and capture all that. So, it's ready to go. Friday will be our first day of running that.*

Councilor Mills asked if there was anything they would not take at the transfer station?

Mr. Williams: *Yeah, no appliances, refrigerators, any of that sort, no tires, but any household waste, yeah, we can take that. And no C and D, no construction debris.*

OLD BUSINESS

Bid Award: AIP 25 Helicopter Parking Pad

Andy Wood, Airport Manager, presented.

The Helicopter Parking Pad project was a single pad to accommodate a Robinson R-44 Helicopter. This would increase safety around the airport ramp in accordance with the Capital Improvement Plan and Airport Master Plan to separate fixed wing aircraft from rotary aircraft. This area would help reduce fueling incidents around the fuel farm by setting out a landing area for rotary aircraft.

The City of Ontario Municipal Airport Layout Plan set forth the improvements to the west side of Silverhawk FBO for planned growth and development of the site. JUB, Airport Engineers, completed an environmental request. On February 5, 2026, the Oregon Department of Aviation's (ODAV's) Aviation Review Committee recommended the project to the Oregon State Aviation Board. The bids were opened on April 1, 2026 and the Airport Infrastructure Grant (AIG) funding to cover the shortfall in construction costs. The COAR Grant was executed on May 29, 2026.

FAA Airport Improvement Project (AIP) Grant: \$315,790 – Grant Total; \$300,000 - AIP Grant (95%); \$14,211 - COAR Grant from OregonDAV (4.5%); \$1,579 - City Match (0.5%)

FAA Airport Infrastructure Grant (AIG Companion Grant): \$28,747 – Grant Total; \$27,310 - AIG Grant (95%); \$1,293 - COAR Grant from OregonDAV (4.5%); \$144 - City Match (0.5%) Total

Total project cost: \$344,537; Total city match: \$1,723.00. In the 2025-2026 budget, Minor Airport Improvements was allocated \$3,000.00 for Helicopter Parking Pad Design and Construction.

The lowest bid was 18% higher than the Engineer's estimated cost. The bid received from Gyllenberg Construction, Inc, Baker City, OR was \$195,687.09. The next stage was the City Manager signing the construction agreement with the contractor, Gyllenberg Construction, Inc.

Oregon State Law required the city to notify the other bidders in writing at least seven days prior to awarding the project to the successful bidder. Notice was sent out on May 26, 2026. The project was available to start construction when the City Manager signed the construction agreement.

CONTRERAS moved, MILLS seconded, **THE CITY COUNCIL ACCEPT THE LOWEST BID AND AUTHORIZE THE CITY MANAGER TO SIGN ALL DOCUMENTS FOR THE CONSTRUCTION OF THE HELICOPTER PARKING PAD WEST OF SILVERHAWK FBO OFFICE UPON FINAL FUNDING AVAILABILITY.** Roll call vote: Mills-yes; Braden-yes; Hart-out; Contreras-yes; Kirby-out; Bakefelt-yes; Folden-yes. Motion carried 5/0/2.

Resolution #2026-113: Support of New Plumbing & Electrical Apprenticeship

Dan Cummings, City Manager, presented.

The State of Oregon Bureau of Labor and Industries (BOLI) did not allow electrical or plumbing apprenticeship programs for high school students. The pre-apprenticeship program builds skills and permits students to explore electrical and plumbing careers, but it did not grant hands-on training and classroom instruction to directly apply or count toward an Oregon plumbing or electrical apprenticeship license.



At the last Council meeting, Riley Hill asked the City Council for a letter of support for a resolution being presented to Malheur County in support of high school students participating in a new plumbing and electrical apprenticeship program created with a curriculum, classroom instruction, and job training wherein a student's time, costs, knowledge and successes are directly honed toward Oregon apprentice plumbing and electrical qualifications.

The Council approved their letter to the Malheur County Court. The Malheur County Court approved Resolution No. R26-20 in support of a new plumbing and electrical apprenticeship program for high school students in Malheur County on May 27, 2026.

This was a resolution to support high school students participating in a new plumbing and electrical apprenticeship program created with a curriculum, classroom instruction, and job-training wherein a students' time, costs, knowledge and successes were directly honed toward Oregon apprentice plumbing and electrical qualifications.

BAKEFELT moved, CONTRERAS seconded, **THE CITY COUNCIL APPROVE RESOLUTION #2026-113, A RESOLUTION IN SUPPORT OF A NEW PLUMBING AND ELECTRICAL APPRENTICESHIP PROGRAM FOR HIGH SCHOOL STUDENTS IN MALHEUR COUNTY AND THE STATE OF OREGON.** Roll call vote: Mills-yes; Braden-yes; Hart-out; Contreras-yes; Kirby-out; Bakefelt-yes; Folden-yes. Motion carried 5/0/2.

Silverhawk Airport Lease Extensions

Dan Cummings, City Manager, presented.

The City of Ontario and Silverhawk Properties, LLC entered into five airport leases, which would expire on October 1, 2026.

As per the lease agreements, Silverhawk has the right to extend the leases for an additional five (5) years provided they submit that request in writing to the city at least 120 days prior to the expiration date as long as they are not in default of the agreements. Silverhawk Properties LLC, by a letter dated May 5, 2026, exercised their right under the four (4) lease agreements to extend their lease for an additional five (5) years.

The city, City Airport Committee, and Silverhawk have been working on and discussing a few items that all parties felt needed to be addressed. At the Airport Committee meeting of May 4, 2026, unanimously voted to recommend the City of Ontario enter negotiations with Silverhawk to renew their FBO lease.

MILLS moved, CONTRERAS seconded, **THE CITY COUNCIL RECOGNIZE SILVERHAWK PROPERTIES LLC RIGHT TO EXTEND ALL FOUR (4) AIRPORT LEASES TO ANOTHER TERM OF FIVE (5) YEARS AND AUTHORIZE THE CITY MANAGER TO SIGN ANY AND ALL AMENDMENTS TO ANY OF THE LEASES THAT BOTH PARTIES AGREE TO.** Roll call vote: Mills-yes; Braden-yes; Hart-out; Contreras-yes; Kirby-out; Bakefelt-yes; Folden-yes. Motion carried 5/0/2.

NEW BUSINESS

Utility Billing Write-Offs

Mayor Folden declared a conflict of interest in this action, passed the matter to Council President Penny Bakefelt, and then stepped away from the dais.

Kari Ott, Finance Director, presented.

As required by the Allowance for Bad Debts and Write Offs Policy, the Council needs to approve accounts to write-off before they are written off and/or sent to collections. The list of accounts proposed to write off is attached to the report, and are all over 120 days past due.

There are \$26,0185.12 in utility bills are deemed uncollectible by the city and will go to Advantage Financial Credit Services. The remaining interest of \$30,349.89 and accounts for a deceased person or in bankruptcy of \$1,846.98 will be written off. The total amount to be written off the books is only approximately 0.7% of the \$7.5 million water, sewer, and storm revenues.



The collections agency (Advantage Financial Credit Services) will be sent accounts totaling \$26,018.12 (which includes the allowable interest). The remaining interest not allowed to go to collections will be written off. The last time utility accounts were written off was December 2024.

Councilor Mills stated some of the bills were pretty high, which hadn't been paid by individuals or companies, so was there a certain point where the water was turned off?

Ms. Ott stated yes, when the accounts were 60 days old, the water was turned off. The basic process was that a bill would go out, if that wasn't paid a "blue" letter was sent, and they also call people, and some compliance was obtained that way.

Councilor Mills stated it seemed they were sending a message that someone didn't pay their water bill, it would just get written off. If the same person came back, even a year later, and they wanted water again, then what?

Ms. Ott stated they would have to pay the collections bill first, then the city was notified the collections bill was paid, and then they could get water back on.

Councilor Mills asked what the percentage was of the 2024 collections that the city collected that was turned over to the collection agency.

Ms. Ott stated she did not have the percentage, but it wasn't very much. The city received some, but the collection agency kept some too, but there was not a whole lot remitted to the city. Maybe a few thousand.

Councilor Mills asked how long was once the water was turned off before it went to collections?

Ms. Ott stated it was another two months before that could be done because the city waited 120 days in an attempt to get the payment. The city continued to send bills until was eventually turned over to collections.

Councilor Bakefelt asked that for some of the larger bills, what about placing a lien, or were these mostly renters, not homeowners?

Ms. Ott stated liens had been discussed before, but with the amount of the bills, it was not always worth it because to try to collect on a lien was tough, and the city was not usually going to be in first position on a lien. She was not sure if the city could even legally do that.

Mr. Cummings stated the majority were usually renters, not property owners, so it was difficult to put a lien on the property.

CONTRERAS moved, BRADEN seconded, **THE CITY COUNCIL APPROVE THE LIST OF UTILITY BILLING WRITE-OFFS AS PRESENTED AND AUTHORIZE SENDING THE APPLICABLE ACCOUNTS TO COLLECTIONS.** Roll call vote: Mills-yes; Braden-yes; Hart-out; Contreras-yes; Kirby-out; Bakefelt-yes; Folden-abstain. Motion carried 4/0/2/1.

Mayor Folden returned to her seat at the dais.

New Hangar Build Land Lease: 143 Cessna
Andy Wood, Airport Manager, presented.

Jeffrey Boos would like to acquire a land lease to build a future hangar in Ontario to finish his RV-9 and continue flying. Mr. Boos visited several local airports and decided to request to lease land at Ontario Municipal Airport to build a purpose-built hangar. This fall, he planned to attend Treasure Valley Community College to get his pilot license reinstated and to earn his instrument rating.

MILLS moved, CONTRERAS seconded, **THE CITY COUNCIL APPROVE THE LAND LEASE FOR JEFFERY BOOS TO LEASE AIRPORT LAND AND HANGAR BUILD A NEW HANGAR ON 143 CESSNA AND AUTHORIZE THE CITY MANAGER TO SIGN ALL DOCUMENTS.** Roll call vote: Mills-yes; Braden-yes; Hart-out; Contreras-yes; Kirby-out; Bakefelt-yes; Folden-yes. Motion carried 5/0/2.



Contract and Task Order Award: Anderson Perry New Storage Tank and Pump Station

Marshall Pierce, City Engineer, presented.

The city's 2021 Water Master Plan (WMP) identified priority improvements for its drinking water supply, treatment, storage, and distribution. This project was identified as a priority improvement for storage and distribution. In 2024, the city pursued a SDW and Water/Wastewater (W/WW) Loan and was awarded and approved by City Council in 2025. The city then issued a Request for Qualification (RFQ) statement and selected Anderson Perry as the most qualified firm to perform the services. The city received a total of four respondents to the RFQ: RH2 Engineering, Anderson Perry, Keller Associates, and Consor. The Selection Committee included a total of five persons comprised of both Jacobs and city staff, with scoring categories including Project Team Resources and Professional Qualification, Experience, Method of Approach, Availability and Past Performance, and References.

The city was now in a position to award the engineering services portion of the Safe Drinking Water (SDW) and Water/Wastewater (W/WW) loan that was received last year, in the amount of \$721,000. After a public solicitation for qualification statements, Anderson Perry was selected for this project.

Councilor Mills asked the difference between a tall holding tank and a round one.

Mr. Pierce stated it was just the size and configuration, essentially volume.

Councilor Mills asked if they were about 1,000,000 gallons.

Mr. Piece stated no. Originally, they proposed 3M gallons, but after months of working with them, they realized that 3M was not sufficient, so they were probably looking at a 4M gallon tank. That would accommodate future growth in the city.

Councilor Bakefelt asked if they built a bigger tank, how much more space was that?

Mr. Piece stated there were two at Eastside Park. One was 1.9M, the other 2.5M gallons. A 4M gallon tank would not be significantly larger. Maybe a larger diameter, slightly taller.

Councilor Mills asked if that was in addition to what was there?

Mr. Piece stated no. The intent was to replace those two tanks, but with the additional growth anticipated, they were going to see about nursing one of the tanks that was in better condition to keep it online longer as they phased out the two tanks.

Councilor Mills asked about the timeframe.

Mr. Pierce stated design was over a year, construction around a year, too. That included the tank, the pump station, and all the piping.

MILLS moved, BAKEFELT seconded, THE CITY COUNCIL APPROVE THE PROFESSIONAL SERVICES AGREEMENT (PSA) AND THE TASK ORDER AWARD TO ANDERSON PERRY FOR THE DESIGN OF THE CITY'S NEW WATER STORAGE TANK AND BOOSTER PUMP STATION, IN THE AMOUNT OF \$721,000 AND AUTHORIZE THE CITY MANAGER TO SIGN ALL DOCUMENTS. Roll call vote: Mills-yes; Braden-yes; Hart-out; Contreras-yes; Kirby-out; Bakefelt-yes; Folden-yes. Motion carried 5/0/2.

Task Order Award: Ducote Consulting Safe Drinking Water (SDW) Grant Management and Environmental Reviewer Services

Marshall Pierce, City Engineer, presented.

The City of Ontario had a SDW and Water/Wastewater (W/WW) Program loan for a new Water Treatment Plan (WTP) storage tank and booster pump station. The current and first phase of the project was the engineering design. The project would improve the reliability and capacity of the city's drinking water supply system. The improvement was a component of the city's overall Drinking Water Master Plan approved by the Oregon Health Authority in 2021. Ducote Consulting had worked with the City on previous federal grant and loan projects and had always performed to staff's satisfaction, and was selected for this project.



The City was in a position to begin the design phase of the project and needed a Grant Administrator, as well as an Environmental Reviewer for the duration of the project.

BAKEFELT moved, CONTRERAS seconded, **THE CITY COUNCIL APPROVE DUCOTE CONSULTING'S GRANT MANAGEMENT TASK ORDER FOR \$25,000 AND THE ENVIRONMENTAL REVIEWER TASK ORDER FOR \$20,000 FOR THE SAFE DRINKING WATER (SDW) LOAN FOR THE NEW WATER STORAGE TANK AND BOOSTER PUMP STATION AND AUTHORIZE THE CITY MANAGER TO SIGN ALL DOCUMENTS.** Roll call vote: Mills-yes; Braden-yes; Hart-out; Contreras-yes; Kirby-out; Bakefelt-yes; Folden-yes. Motion carried 5/0/2.

Bid Award: Insituform – 2026 Collection System Rehab Project

Marshall Pierce, City Engineer, presented.

The city's new National Pollutant Discharge Elimination System (NPDES) Permit issued by the Oregon Department of Environmental Quality (DEQ) became effective on March 1, 2026. This permit required biennial collection system rehab projects in an attempt to lower pollutants (e.g. arsenic) entering the collection system, the Wastewater Treatment Plant (WWTP), and eventually the Snake River. The City of Ontario's bid opening for the 2026 Collection System Rehab Project occurred on March 25, 2026. Two responsive bids were received, with Insituform being the low responsive bidder. Their base bid amount was \$591,890, plus \$150,000 in additive bid items as budget allowed.

The city received a fair low bid for this project and is in a position to award the project within budget.

Councilor Mills asked how many bids had been received for this project.

Mr. Pierce stated they had received two, but 30 minutes later, they received two more, after the deadline. The contract required the bids remain sealed and they had to be returned to the bidder, so they had no idea what the bids were. Staff was pleasantly surprised at how low Insituform's bid was, and they were a global company that was very efficient.

MILLS moved, BRADEN seconded, **THE CITY COUNCIL APPROVE THE BID AWARD TO THE LOWEST RESPONSIVE BIDDER, INSITUFORM, FOR \$741,890, PLUS A 5% CONSTRUCTION CONTINGENCY (\$37,095), FOR A TOTAL AWARD AMOUNT OF \$778,985, AND AUTHORIZE THE CITY MANAGER TO SIGN ALL DOCUMENTS.** Roll call vote: Mills-yes; Braden-yes; Hart-out; Contreras-yes; Kirby-out; Bakefelt-yes; Folden-yes. Motion carried 5/0/2.

Task Order Amendment Award: Keller Associates Services During Bidding and Construction 2026 Collection System Rehab Project

Marshall Pierce, City Engineer, presented.

This project was an ODEQ required project per the new Permit's Compliance Schedule. Keller Associates performed engineering design for this project last year. Two bids were received in March this year, with notice of award to the low bidder being the previous Agenda item at this Council Meeting. This Task Order was for Keller Associates to provide SDC for this project for the full duration.

The city was in a position to get started with construction for this project, and needed the design consulting engineer to provide SDC services for the entire construction duration. Staff was ready to award this Task Order Amendment to Keller Associates.

CONTRERAS moved, MILLS seconded, **THE CITY COUNCIL APPROVE KELLER ASSOCIATES SERVICES DURING BIDDING AND CONSTRUCTION (SDC) TASK ORDER AMENDMENT NUMBER 1 IN THE AMOUNT OF \$76,200, FOR THE 2026 COLLECTION SYSTEM REHAB PROJECT AND AUTHORIZE THE CITY MANAGER TO SIGN ALL DOCUMENTS.** Roll call vote: Mills-yes; Braden-yes; Hart-out; Contreras-yes; Kirby-out; Bakefelt-yes; Folden-yes. Motion carried 5/0/2.



Bid Award: Lion's Park Parking Lot and Sidewalk

Al Haun, Assistant Project Director, presented.

Funding for a parking lot to be constructed in Lion's Park was approved by Council earlier this year. This funding, along with approved Parks CIP funds, would construct the parking lot, sidewalk along SW 2nd Avenue, and a section of the North South Trail from SW 2nd Avenue to the center sidewalk. All access would be ADA accessible throughout the park. Five bids were received, spanning from \$248,296 to \$367,318.

Parking around Lion's Park is very limited and with the large events held in the park, this would benefit all patrons that attended the various events. The sidewalks were not complete around the park and would be completed in this project.

Councilor Mills commented that after the Global Village event last weekend, the parking was everywhere, so this would be a great asset to the park and the functions that occurred down there.

Councilor Bakefelt asked when they anticipated breaking ground and completing the project.

Mr. Haun stated when he spoke with the contractor, it was indicated he was eager to begin the process, and planned to get started following Council approval of the bid award. He thought the project would be completed fairly quickly.

Councilor Mills asked if this would have any issues with the current pool construction project.

Mr. Haun stated no. The contractor who was doing the pool project, who had also bid on the sidewalk project, and during the pre-bid meeting, he was great to work with, stating if he was not the winning bid, he would be willing to work with the winning contractor as long as there was communication about the need to move fences, etc., but it was not going to set anything back. Access could also be gained from the opposite side of the area.

Councilor Mills asked if it was vertical parking.

Mr. Haun stated it was diagonal. Cars would enter on the swimming pool side, and exit out onto 2nd.

MILLS moved, BAKEFELT seconded, **THE CITY COUNCIL APPROVE THE BIDS RECEIVED AND AWARD THE LION'S PARK PARKING LOT AND SIDEWALK PROJECT TO BEZATES EXCAVATION IN THE AMOUNT OF \$248,296 AND APPROVE THE CITY MANAGER TO SIGN ALL DOCUMENTS.** Roll call vote: Mills-yes; Braden-yes; Hart-out; Contreras-yes; Kirby-out; Bakefelt-yes; Folden-yes. Motion carried 5/0/2.

Resolution #2026-114: GASB54

Kari Ott, Finance Director, presented.

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

The city needed to commit the 2025-2026 ending fund balances in the Revolving Loan Fund, Capital Projects Fund, Trust Fund, and Reserve Fund for use in the 2026-2027 fiscal year. All commitments of the fund balances were required to be approved on or before the end of the fiscal year.

MILLA moved, BAKEFELT seconded, **THE CITY COUNCIL APPROVE RESOLUTION #2026-114, A RESOLUTION ESTABLISHING POLICIES RELATING TO ENDING FUND BALANCES OF 2025-2026.** Roll call vote: Mills-yes; Braden-yes; Hart-out; Contreras-yes; Kirby-out; Bakefelt-yes; Folden-yes. Motion carried 5/0/2.



PUBLIC HEARING(S)**Ordinance #2847-2026: Annexation of Tax Lots 700 and 802 on Assessor's Map 18S47E11BC and Rezoning from Urban Growth Area Commercial Zone and Urban Growth Area Residential Zone to City General Commercial Zone**

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

Tatiana Burgess, Community Development Director, presented.

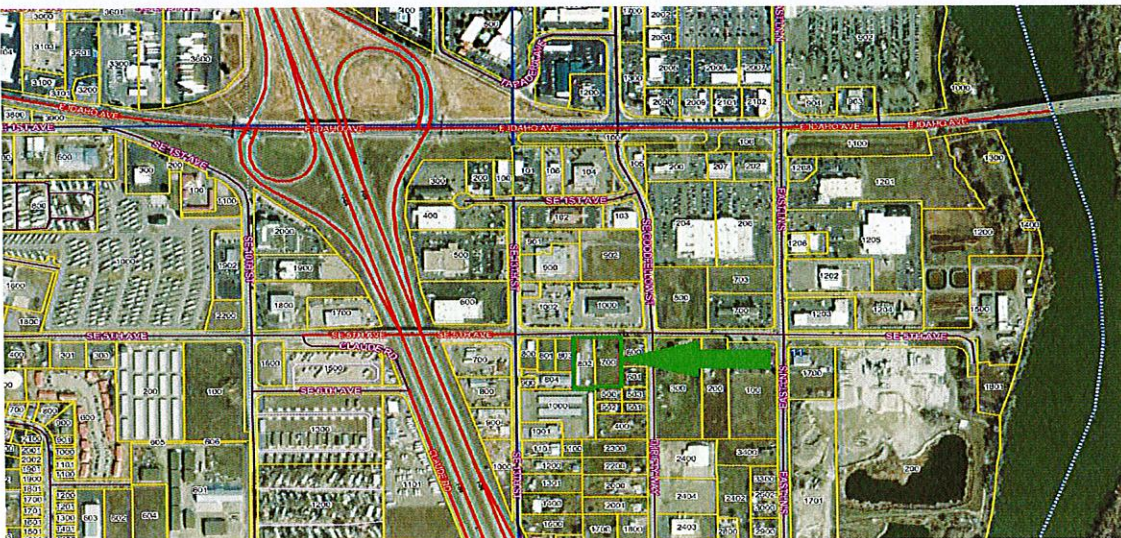
The applicant, Sulaiman Rahmani, and owner, Abdul Rahmani, requested that tax lot 802 on Assessor's Map 18S47E11BC be annexed into the City of Ontario, and rezoned from Urban Growth Commercial Zone (UGB-C) to City General Commercial Zone (O-C-2) and tax lot 700 on Assessor's Map 18S47E11BC be annexed into the City of Ontario and rezoned from Urban Residential Zone (UGB-R) to City General Commercial (O-C-2).

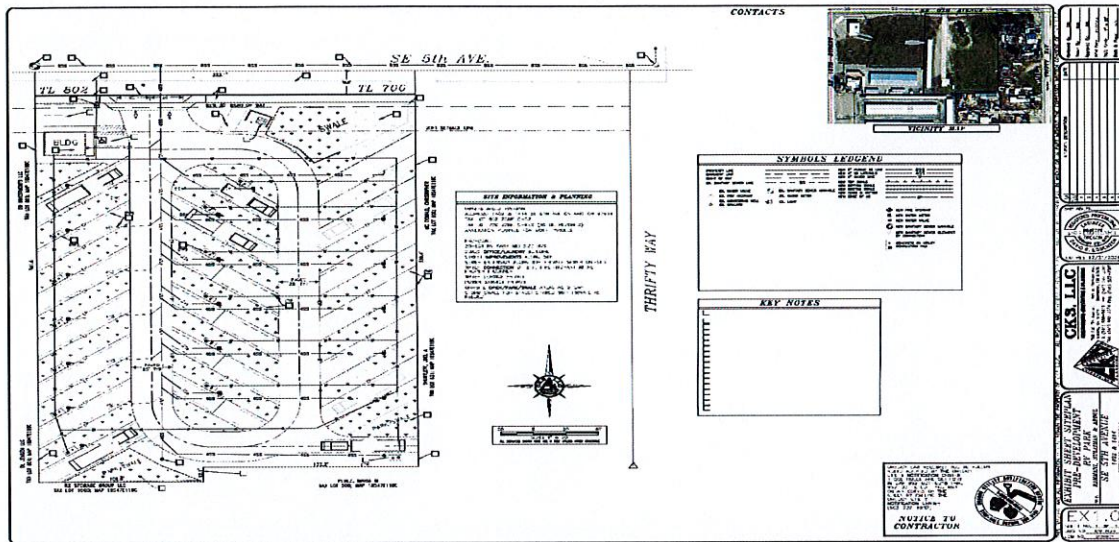
The subject parcels were 1.65 acres in total, more or less, and were the site of an old dwelling, as well as a small mini storage facility. The sites faced SE 5th Avenue, along an unimproved road section. Required notices were sent to adjoining landowners, Department of Land Conservation and Development, Malheur County, the Rural Road Assessment District #3, Oregon Department of Transportation (ODOT), Ontario city departments, and published in the Argus Observer on April 15 and May 20, 2026.

The Planning Department received a letter from ODOT on May 1, 2026, informing staff that ODOT had no comments or concerns regarding the proposal. The Planning Department also received a letter from the Fair Housing Council (FHCO) of Oregon on June 1, 2026, informing staff that FHCO was satisfied with the findings of the proposed zoning map amendment.

A Planning Commission hearing was held on May 11, 2026, and via a unanimous vote, it was recommended that the City Council approve this annexation.

The applicant intended to develop the site into a 20-space RV park with full utility hookups (water, sewer, electricity) at each space, a 500 square foot office and laundry building, trash enclosure, privacy fencing, landscaping, and public improvements, including curb, gutter, sidewalk, fire hydrant, and stormwater swales along SE 5th Avenue. All development must comply with applicable provisions of the OCC (City of Ontario Zoning Ordinance as set forth in the Ontario City Code), and the City of Ontario Comprehensive Plan. Generally, unless otherwise noted, if a request was found to be consistent with the Zoning Ordinance, it was considered to be consistent with the Comprehensive Plan, and the planned development was an approved zoning under the comprehensive plan.





A. REZONE

1. Section 10B-20-30 REQUIRED FINDINGS, DECISION CRITERIA. In preparing findings to support a quasi-judicial zoning map amendment decision, the following findings shall be addressed except when alternatives are set forth or where a required finding clearly does not apply to the current action:

- a. The zoning map amendment is in conformance with statewide planning goals and guidelines.
- b. The zoning map amendment is in conformity with the acknowledged comprehensive plan.
- c. The applicant has demonstrated a mistake or error in the original zone designation, or the applicant has demonstrated a change in physical, social or market conditions generally affecting the area which make the proposed change appropriate.
- d. A public need is demonstrated for this zoning at this location and is not the granting of a special privilege for a single property or small group of properties.
- e. The property affected by the change is adequate in size and shape to facilitate its use and development as permitted under the new zoning classification.
- f. The property affected by the proposed change of zone is properly related to streets and public facilities and with services adequate to meet the demands of the uses allowed in the new zone.
- g. The proposed zoning map change will not result in adverse effects upon surrounding properties or surrounding uses from dust, noise, vibration, odor, heat, glare, lighting, or discharges into the air, water or land.

Findings:

1. Explain how the proposed zoning map amendment is in conformance with statewide planning goals and guidelines.

The City of Ontario, Malheur County and the State of Oregon have all agreed upon the Comprehensive Plan and Map. Within that map, the proposed annexation will close the gap in the zoning map, and provide and eliminate an urban growth area, that is currently surrounded in its entirety by properties that had been previously annexed into the City. Statewide Planning Goal 10 - Housing - specifies the State's housing needs for its citizens. Ontario has adopted its most recent Housing Needs Analysis and Buildable Lands Inventory in 2021, which established that Ontario had an active deficit of about 11.2 acres of Commercially-zoned land and an overall surplus of 177 acres of different variations of Residentially-zoned lands within the Urban Growth Area (UGA). The applicant chose to rezone the subject parcels, and assign the City's General Commercial (C-2) zone, to preserve long-term flexibility for multi-family residential developments or other expansive commercial uses. If the proposed annexation and rezoning is approved, the subject parcel will positively affect the identified needs of the Buildable Lands Inventory, by decreasing the surplus of residentially zoned land within the UGA by 0.92 acres, by annexing and rezoning tax lot 700, as well as reducing the identified deficit of commercially zoned land within the city limits, by 1.65 acres, by annexing and rezoning both tax lots 700 and 801, to the C-2 zone. This action will also enable commercial activity and employment, while preserving the option of developing the properties for multi-family dwelling purposes.



2. Explain how the proposed zoning map amendment is in conformance with the Acknowledged Comprehensive Plan.

The property is within the City of Ontario UGA and the annexation and rezoning of the property is in compliance to the acknowledged Comprehensive Plan. The annexation will not render a net change on allowed uses. The property zone will change from the Commercial and Residential zone within the Urban Growth Area, to the General Commercial (C-2) Zone within the City limits. The C-2 zone designation will be compliant with the Goal 14: Urbanization, and will preserve the commercial/ mixed-use character of the subject parcels, as consistent with the commercial corridor along SE 5th Ave. The applicant's proposal to develop the subject properties as an RV Park will contribute to Ontario's diversified housing needs. Per Oregon Housing Needs Analysis (OHNA) 2026 Production Targets and Adopted Methodology (December 2025) Ontario has been identified as a Peer 3 city, with a population greater than 10,000. As such, the greatest housing production indicators for Ontario are within the 0-30% AMI (47 annual units), followed closely by the 31-60% AMI category (29 annual units). Furthermore, per ORS 197.493, the occupancy of a recreational vehicle as a residential dwelling is permitted when placed within a recreational vehicle park.

It is found that the approval of an RV Park on the subject properties will not only address the current commercial land deficit, but it will also contribute towards achieving Ontario's OHNA production targets.

3. As applicant, you must explain how there has been a mistake or error in the original zone designation or a change in physical, social or market conditions generally affecting the area, which makes this proposed zone change appropriate.

The applicant's requested zone change from a UGA Zone to a City Zone does not imply that there has been a mistake or an error in the original zone. In fact, this request for annexation and zone change only shows that the original zone designation of UGA zones was done with future thought of economic growth in mind. What has changed is the growth and development around the subject area. The proposed annexation will allow the applicant to connect the development into the City services, which will expand the City's infrastructure (Goal 14), available housing supply (Goal 10) and overall livability and economic development (Goal 9).

4. As applicant, you must show a public need is demonstrated for this zoning at this location and is not the granting of a special privilege for a single property or small group of properties.

The public will benefit by annexing and re-zoning these parcels into the city limits through increased tax revenue, increased development and increased infrastructure. The rezoning of the UGA zoned parcels to City General Commercial will allow for better use of the area, since the proposal is for a fully developed RV park. The RV Park will provide much-needed affordable temporary and workforce housing in an area with near-zero rental vacancies. The C-2 zoning designation also preserves future multi-family development options.

5. Explain how the property affected by the change, if approved, is adequate in size and shape to facilitate its use and development as permitted under the new zoning classification.

The minimum parcel size in the General Commercial (C-2) zone, once annexed in, is 3,000 square feet. The total proposed annexation area is 71,874 square feet, more or less. Should a residential development occur in a C-2 zone, it shall comply with the multi-family residential requirements, as outlined in Ontario Municipal Code 10A-29-07, which specifies that a minimum of 10 dwelling units is required. The annexation of the subject property will enable the applicant to meet the commercial zone site standards requirements, as well preserve the ability to meet the residential development requirements, as needed. A detailed site plan has been submitted by the applicant that demonstrates that all site development requirements can be met.



6. Explain how the property affected by the proposed change of zone is properly related to streets and other public facilities and with services adequate to meet the demands of the uses allowed in the new zone. This shall explain how this proposal will not absorb a disproportionate share of public facilities, utilities and general assets.

The parcel far exceeds the minimum parcel size and will be able to be developed into large developments as planned for in the comprehensive plan. The surrounding infrastructure is capable of handling traffic and expansion of services for the proposed RV-park development. The properties have direct access to an existing right-of-way: SE 5th Ave. The developer will install at his own cost: water service/meter, sewer connections, curb, gutter and sidewalk, fire hydrant, as well as onsite stormwater swales. As part of the UGA the property has been part of the City Transportation Master Plan, Water Master Plan, Waster Water Master Plan and the City Storm Water Master Plan and therefore has been approved to provide city services to this property.

7. Explain how the proposed change in zoning will not result in adverse effects upon surrounding properties or surrounding uses from dust, noise, vibration, odor, heat, glare, lighting, or discharges into the air, water or land.

The annexed properties will be in harmony with the surrounding developed properties and will not result in any adverse effects to the adjacent properties zoned the same. The proposed development will include privacy fencing and frontage landscaping, which will aid any potential noise, glare or lighting mitigation. The proposed development will also include paved surfaces and onsite stormwater retention swales, which will eliminate dust and vibration discharges. The principal permitted uses will be more expansive, and consistent with the General Commercial zone.

SUMMARY CONCLUSIONS:

Based on the findings above: The City of Ontario Municipal Code Implements policies contained in the City of Ontario Comprehensive Plan conform to the Statewide Planning Goals; generally, if a proposed rezone meets all criteria and standards contained in the OMC, the request will be consistent with Comprehensive Plan Policies and therefore conform to the Statewide Planning Goals. As this proposal meets the criteria in the above section, this proposal is consistent with Statewide Planning Goals. CRITERION IS MET

The findings 2 above show that the request is within goals and conformance of the Acknowledged Comprehensive plan. Therefore, this proposal has demonstrated itself to be consistent with the Comprehensive Plan. CRITERION IS MET

The information in finding 3 indicates that there has been no mistake and the request is consistent with the Comprehensive Plan. Therefore, there is no mistake, and the request follows the comprehensive plan and approved zoning and demonstrates that this criterion is met. CRITERION IS MET

As noted in finding 4, rezoning from the UGA zones to City zones would not be considered as the granting of a special privilege for a single property as it is providing for the same zoning as the comprehensive plan. CRITERION IS MET

As noted in the findings 5, the subject property size is adequate to demonstrate consistency with this criterion. CRITERION IS MET

As noted in the finding 6 above, the properties are properly related to streets and public facilities within the public streets, and the existing uses and services demonstrate that uses allowed in the proposed zone are provided. CRITERION IS MET

In the finding 7 above, that while the impact on surrounding properties will be low, with the proposed change in zoning, compliance with present City of Ontario ordinances will be essential in eliminating these issues. The permitted uses will remain the same and be subject to change due to the annexation. CRITERION IS MET

FINAL CONCLUSION: ALL CRITERIA ARE MET



B. ANNEXATION

1.10B-45-10 INITIATION OF ACTION. When a person, authorized by statute, wishes to extend the city's boundaries, an application on forms supplied by the city shall be filed with the Planning Director and which include: annexation consent forms, by the property owners, and by tenants if required by law or court decision; request for a change in zoning map designation, or plan change if required; request for other quasi-judicial action if required; fees, and other exhibits and requirements for a quasi-judicial action as set forth in this Title. All land use actions associated with the annexation shall be consolidated, as feasible, and one fee paid.

2. Oregon Revised Statute 222.125: Annexation by consent of all owners of land and majority of electors; proclamation of annexation. The legislative body of a city need not call or hold an election in the city or in any contiguous territory proposed to be annexed or hold the hearing otherwise required under ORS 222.120 when all of the owners of land in that territory and not less than 50 percent of the electors, if any, residing in the territory consent in writing to the annexation of the land in the territory and file a statement of their consent with the legislative body. Upon receiving written consent to annexation by owners and electors under this section, the legislative body of the city, by resolution or ordinance, may set the final boundaries of the area to be annexed by a legal description and proclaim the annexation.

Findings:

1. The applicant has paid the fees and provided the proper application with signatures.
2. The property is annexable because it lies inside the Urban Growth Boundary and is contiguous with the current city limits.
3. The property currently has three different UGA zones in the Urban Growth Area, and the companion requested City zones are consistent with contiguous property.
4. Findings from preceding sections of this report are herein included by this reference. A change to the comprehensive plan map or text is not necessary to annex the property; however, the annexation of the property must be consistent with all applicable Comprehensive Plan Policies.
5. Annexation would benefit the city by increasing tax revenue, and by providing more potentially developable residential land.

FINAL CONCLUSION: All criteria and standards applicable to a request for annexation have been met. The property may be annexed.

SUMMARY CONCLUSIONS AND PLANNING COMMISSION DECISION:

A request for the annexation and rezoning of property may be recommended for approval or denial by the Planning Commission to the City Council if all applicable decision criteria and standards are found met, or able to be met through appropriate conditions of approval. In this case, findings must be made by the Planning Commission that the specific criteria are either met, able to be met through conditions of approval, or not met; options and discussion are provided under "Findings:" and "Conclusion:" for each criterion. All the criteria and standards must be met in order for the request to be recommended for approval.

POLICY/LEGAL

The proposed development must comply with applicable provisions of the OCC (City of Ontario Zoning Ordinance as set forth in the Ontario City Code), and the City of Ontario Comprehensive Plan. Generally, unless otherwise noted, if a request is found to be consistent with the Zoning Ordinance, it is consistent with the Comprehensive Plan. A rezone must be made by an Ordinance, and the City Council is the Final Authority for approving a City Ordinance.

Councilor Mills asked if this was for mobile homes or trailers?

Ms. Burgess stated it was an RV park.

Councilor Mills asked if there were any rules or regulations as to how they were kept for the city itself?

Ms. Burgess stated all the developments in the city were required that they are kept with a nice appearance, but there was not anything currently regarding the year built, and she did not believe there was a state requirement. There were some regulations related to manufactured home parks, but the RV parks, for example the one the north of River Point RV Park, did have their local policies of what type of vehicles the allowed onsite, but it was not something that was within the city's guidelines. There hadn't been any regulations specifying specific year, make, model, size, or anything.



Councilor Mills stated she was not concerned about the size or year, she was concerned about the appearance around them. She was curious if there were rules that the city set for appearances for RV parks in Ontario, that would be kept up by the owner.

Ms. Burgess stated she was not aware of anything. She only knew of the standard of property appearance overall in the city. If the Council directed her that way, she would start looking into creating a policy or an ordinance in that regard.

Councilor Mills verified it was going to be 20 spaces.

Ms. Burgess stated that was correct.

Mr. Cummings stated several years ago the city was allowed to put regulations on RV parks, especially time restrictions because they didn't want RV parks to become mobile home parks. The state has now stripped cities of those rights. Regarding property appearance, they could not apply anything more to them than could be applied to any residential housing areas. They all had to be treated equally. The city's current codes for residential lots applied to them and nothing more could be applied. It used to be that RV parks were not allowed in commercial zones, but now that could not be restricted. The state's said all residential had to be treated the same, mobile homes, double-wides, trailers, stick built, tiny homes, small houses, didn't matter.

Councilor Bakefelt stated this was very close to the other large RV park, so what percentage of that RV park was permanent living?

Ms. Burgess stated she did not have the information; however, she did speak with the property manager last year, and back then, it was indicated they were often fully occupied, and she believed it was more than half. She could collect that information.

Councilor Bakefelt stated she was curious to know how it impacted visitors. When she thought of an RV park, traveling through, pull of the freeway, and if she pulled into an RV park with her family and there were a lot of people living there and it looked trashy and unkempt for whatever reason, she wouldn't be comfortable with that. That was her concern with adding another 23, pulling into an RV park when it was really not what she considered an RV park.

Ms. Burgess stated the unfortunate caveat to that was that it was codified under ORSs that an RV habitant or a space dedicated for an RV, as long as it was within the premises of an RV park, it was considered a dwelling unit. The definition of a dwelling unit was expanded so much that cities could not tell someone that they had "this many" units had to be for permanent, and the rest had to be a 30-year maximum term, or anything like that because the state has told cities that RV were to be occupied as a dwelling unit without limitations.

Councilor Bakefelt added when they moved in and they paid whatever for their space, but they were not paying the transient lodging tax.

Mr. Cummings stated if they stayed over 30 days, they did not. Less than 30 days, they paid the TOT.

The Hearing was opened for public testimony. Opponents: None.

Proponents: Hannah Tubbs, Ontario, stated: *I just personally, from being around the area, I think that more RV parking would be helpful. I actually see a lot of RVs kind of hanging out around our park, like in our parks and stuff, there might not be enough spots. I've looked at the current RV parks that are available, and there's rarely spots even available, so if you were somebody who even wanted to come through our city to stop and have an RV spot to camp at, there's currently low availability, so even being able to have that experience is low, so, I think that just having more options for RV parking is better in general. And it's tucked away into a certain area, instead of people parking RVs all along and throughout the city. So that's just my personal feedback of how I think it would be an opportunity.*

There being no Opponent testimony and no further Opponent testimony, the Hearing was closed.



MILLS moved, CONTRERAS seconded, THE CITY COUNCIL APPROVE THE FINDING OF FACTS AND RECOMMENDATION OF THE PLANNING COMMISSION FOR THE ANNEXATION OF TAX LOT 802 ON MAP 18S47E11BC AND REZONING IT FROM UGA COMMERCIAL ZONE (UGA-C) TO CITY GENERAL COMMERCIAL ZONE (C-2) AND ALSO, ANNEXATION OF TAX LOT 700 ON MAP 18S47E11BC AND REZONING IT FROM UGA RESIDENTIAL ZONE (UGA-R) TO CITY GENERAL COMMERCIAL ZONE (C-2), AS SET FORTH IN ACTION 2026-04-06CPAMD BASED ON THE INFORMATION, FINDINGS, AND CONCLUSIONS SET FORTH IN THIS REPORT. Roll call vote: Mills-yes; Braden-yes; Hart-out; Contreras-yes; Kirby-out; Bakefelt-yes; Folden-yes. Motion passed 5/0/2.

MILLS moved, CONTRERAS seconded, IN ACCORDANCE WITH SECTION 8.2(2) OF THE CITY CHARTER, THAT THE CITY COUNCIL APPROVE ORDINANCE #2847-2026, AN ORDINANCE PROCLAIMING THE ANNEXATION AND REZONING OF CERTAIN TERRITORY TO THE CITY OF ONTARIO FROM URBAN GROWTH AREA COMMERCIAL (UGA-C) ZONE AND FROM URBAN GROWTH AREA RESIDENTIAL (UGA-R) ZONE TO CITY GENERAL COMMERCIAL (C-2) ZONE, BEING 1.65 ACRES MORE OR LESS, WITHIN THE SW 1/4 OF NW 1/4 OF SECTION 11, TOWNSHIP 18 SOUTH, RANGE 47 EAST, WILLAMETTE MERIDIAN) AS SET FORTH IN ACTION 2026-04-06CPAMD, AT A SINGLE MEETING BY TITLE ONLY. Roll call vote: Mills-yes; Braden-yes; Hart-out; Contreras-yes; Kirby-out; Bakefelt-yes; Folden-yes. Motion passed 5/0/2.

MILLS moved, BRADEN seconded, IN ACCORDANCE WITH SECTION 8.2(2) OF THE CITY CHARTER, THAT THE CITY COUNCIL APPROVE ORDINANCE #2847-2026, AN ORDINANCE PROCLAIMING THE ANNEXATION AND REZONING OF CERTAIN TERRITORY TO THE CITY OF ONTARIO FROM URBAN GROWTH AREA COMMERCIAL (UGA-C) ZONE AND FROM URBAN GROWTH AREA RESIDENTIAL (UGA-R) ZONE TO CITY GENERAL COMMERCIAL (C-2) ZONE, BEING 1.65 ACRES MORE OR LESS, WITHIN THE SW 1/4 OF NW 1/4 OF SECTION 11, TOWNSHIP 18 SOUTH, RANGE 47 EAST, WILLAMETTE MERIDIAN) AS SET FORTH IN ACTION 2026-04-06CPAMD, AT A SINGLE MEETING BY TITLE ONLY. Roll call vote: Mills-yes; Braden-yes; Hart-out; Contreras-yes; Kirby-out; Bakefelt-yes; Folden-yes. Motion passed 5/0/2.

DEPARTMENT HEAD UPDATES

Community Development: Quarterly Report

Tatiana Burgess, Community Development Director, presented.

HAND-OUTS

Minutes

County Court 04-22-2026, 05-11-2026, 05-13-2026; Airport 05-04-2026

EXECUTIVE SESSION

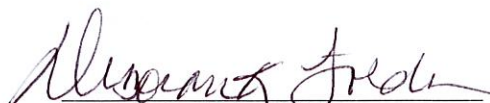
Executive Session: ORS 192.660(2)(e) – Real Property

An executive session was called at 7:16pm under provisions of ORS 192.660(2)(e) to discuss real property. Representatives of the news media and designated staff would be allowed to attend the executive session. All other members of the audience were asked to leave the room. Representatives of the news media were specifically directed not to report on any of the deliberations during the executive session. No decision could be made in executive session. At the end of the executive session, the Council would return to open session and welcome the audience back into the room. The Council reconvened into regular session at 8:01pm.


ADJOURN

BAKEFELT moved, FOLDEN seconded, the meeting be adjourned. Roll call vote: Mills-yes; Braden-yes; Hart-out; Contreras-yes; Kirby-out; Bakefelt-yes; Folden-yes. Motion carried 5/0/2. Meeting concluded at 8:13pm.

ACCEPTED:


Deborah K. Folden, Mayor

ATTEST:


Tori Barnett, MMC, City Recorder

