

AGENDA
CITY COUNCIL - CITY OF ONTARIO, OREGON
Monday, January 5, 2014, 7:00 p.m., M.T.

1) Call to order

Roll Call: Norm Crume _____ Jackson Fox _____ (*Tessa Winebarger*) _____ Charlotte Fugate _____
Dan Jones _____ (*Thomas Jost*) _____ Larry Tuttle _____ (*Betty Carter*) Ron Verini _____
Mayor LeRoy Cammack _____ (*Mayor Ron Verini*) _____

2) Pledge of Allegiance

This Agenda was posted on Wednesday, December 31, 2014. Copies of the Agenda are available at the City Hall Customer Service Counter and on the city's website at www.ontariooregon.org.

3) Motion to adopt the entire agenda

4) Consent Agenda: Motion Action Approving Consent Agenda Items

- A) Approval of Minutes of Regular Meeting of 12/15/2014 1-5
- B) Approval of the Bills

5) Public Comments: Citizens may address the Council on items not on the Agenda. Council may not be able to provide an immediate answer or response, but will direct staff to follow up within three days on any question raised. 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) Department Head Updates

7) New Business

- A) Outgoing Mayor and Councilors 6
- B) Swear in Incoming Mayor and Councilors 7-11
- C) Appointment of Council President 12

8) Discussion Items

- A) Council Orientation
- B) City Manager Recruitment
- C) TOT
- D) BLF
- E) Modifications to Existing BLF/ECE Resolutions

9) Correspondence, Comments and Ex-Officio Reports

10) Adjourn

MISSION STATEMENT: TO PROVIDE A SAFE, HEALTHFUL AND SOUND ECONOMIC ENVIRONMENT, PROGRESSIVELY ENHANCING OUR QUALITY OF LIFE

The City of Ontario does not discriminate in providing access to its programs, services and activities on the basis of race, color, religion, ancestry, national origin, political affiliation, sex, age, marital status, physical or mental disability, or any other inappropriate reason prohibited by law or policy of the state or federal government. Should a person need special accommodations or interpretation services, contact the City at 889-7684 at least one working day prior to the need for services and every reasonable effort to accommodate the need will be made. T.D.D. available by calling 889-7266.

**ONTARIO CITY COUNCIL MEETING MINUTES
Monday, December 15, 2014**

The regular meeting of the Ontario City Council was called to order by Mayor LeRoy Cammack at 7:00 p.m. on Monday, December 15, 2014, in the Council Chambers of City Hall. Council members present were LeRoy Cammack, Norm Crume, Jackson Fox, Charlotte Fugate, Dan Jones, Larry Tuttle, and Ron Verini.

Members of staff present were Tori Barnett, Larry Sullivan, Marcy Siriwardene, Kari Ott, Mary Domby, Betsy Roberts, Pete Friedman, and Mark Alexander. The meeting was recorded, and copies are available at City Hall.

Norm Crume led everyone in the Pledge of Allegiance.

AGENDA

Jackson Fox moved, seconded by Charlotte Fugate, to adopt the Agenda as presented. Roll call vote: Crume-yes; Fox-yes; Fugate-yes; Jones-yes; Tuttle-yes; Verini-yes; Cammack-yes. Motion carried 7/0/0.

CONSENT AGENDA

Charlotte Fugate moved, seconded by Ron Verini, to approve Consent Agenda Item A: Minutes of the Council Meeting of November 17, 2014; Item B: Minutes of Telephonic/Electronic Meeting of December 4, 2014 (Bill approval only); Item C: Liquor License Request – Change of Location – El Erradero; Item D: Adopt Meetings List: Jan-Jun, 2015; and Item E: Approval of the Bills. Roll call vote: Crume-yes; Fox-yes; Fugate-yes; Jones-yes; Tuttle-yes; Verini-yes; Cammack-yes. Motion carried 7/0/0.

PUBLIC COMMENT

Stormy Ray, Ontario, commented that she was in favor of the Oregon medical marijuana program. She requested that the city lift its ban on medical marijuana.

Jerry Kuch, Ontario, spoke in favor of the Oregon medical marijuana program.

NEW BUSINESS

Resolution #2014-136: Accept Abstract of Votes for 2014 Election Results

Tori Barnett, City Recorder/Interim City Manager, stated every two years, the city participated in a general election for the positions of City Councilor, and every four years for the position of Mayor. This year, November 4, 2014, an election was held for the positions of Mayor and three City Councilors. By state election law, the Council needed to adopt the Abstract of Votes, or the results from that election, as provided by the Malheur County Clerk's Office, either by proclamation or resolution. Pursuant to the City Elections Manual prepared and distributed by the Oregon Secretary of State, Elections Division, following an election, the City Recorder/Election's Official was further required to prepare and issue Certificates of Election for each individual elected.

Norm Crume moved, seconded by Charlotte Fugate, that the City Council approve Resolution #2014-136 adopting the Abstract of Votes for the November 4, 2014 General Election. Roll call vote: Crume-yes; Fox-no; Fugate-yes; Jones-no; Tuttle-yes; Verini-yes; Cammack-yes. Motion carried 5/2/0.

Water Treatment Plant River Intake Screens Backwash Compressor Purchase

Betsy Roberts, CH2M Hill, City Engineer, stated on April 23, 2014, Anderson Perry & Associates submitted a letter documenting the maintenance and repair activities completed in 2013 for the Snake River Municipal Water River Intake System. The letter also summarized the efforts that were made to investigate the intake screens, remove them from the river, and complete cleaning and repairs. It also provided recommendations for some possible improvements that could be made to the air supply system for the air burst cleaning operation.

There were two 20-inch diameter river intake pipes that extended into the Snake River for approximately 200 feet at the city's Water Treatment Plant. At the end of the pipes was an intake screen assembly that prevented debris and trash, aquatic life and other items from entering the intake pipes. These intake assemblies were installed in the early 1980's during a Water Treatment Plant upgrade. There was an air burst cleaning system to discharge air at high pressure to clean off any debris that collected on the screens. During maintenance on the system in 2013, the screens were removed, cleaned and replaced. At that same time, Anderson Perry & Associates examined the air back wash system and found that the two 3-inch diameter galvanized air feeder lines to the screen were rusted through at the water level. Various options were discussed to repair the blow off air lines, but the cost to repair or replace them was prohibitive. Instead the city chose to insert a 2-inch (inside diameter) high density polyethylene (HDPE) pipe inside the existing 3-inch lines.

To counter the smaller diameter, a larger air compressor and 500 gallon air receiver tank was recommended. Anderson Perry assisted the city with pursuit of quotes for the air compressor. Due to the large, industrial nature of the equipment, it was difficult to obtain quotes from more than one manufacture/supplier. It was also preferable the supply company be within an hour of the Ontario area to provide support. The only company that responded to RFQ was Rogers Machinery Company from Nampa, Idaho.

Cost of the compressor and ancillary equipment totaled \$16,490, based on:

Compressor -	\$12,824
+ Tank -	<u>\$ 3,169</u>
= Total -	\$15,993
+ High Efficiency Motor -	<u>\$ 497</u>
= Grand Total -	\$16,490

This total did not include installation, but it was anticipated that CH2M Hill staff would do the installation.

Councilor Crume asked what the difference was between the standard motor and the high efficiency motor.

Ms. Roberts stated that Anderson Perry indicated the standard motor would save on energy over time.

Councilor Fugate asked if the old one would be placed in surplus.

Ms. Roberts stated it would be, if they no longer needed it.

Norm Crume moved, seconded by Jackson Fox, that the Mayor and City Council authorize the purchase of a 25 horse power air compressor with a 500 gallon receiver tank from Rogers Machinery Company, Inc. for \$16,490.00. Roll call vote: Crume-yes; Fox-yes; Fugate-yes; Jones-yes; Tuttle-yes; Verini-yes; Cammack-yes. Motion carried 7/0/0.

Notice to Proceed: Engineering Services for Structural Review of Eastside Tanks and Recommendations for Repair

Betsy Roberts, CH2M Hill, City Engineer, stated this request was for the City of Ontario to provide Notice to Proceed to the CH2M Hill structural team to conduct an on-site physical analysis of the Eastside Tank #2 leak, as well as conduct a structural review of the #1 Eastside Tank. Eastside Tank #2 experienced wall leaks since its original construction in 1975. This evaluation would establish a path forward for repairing the existing wall leak. Though Tank #1 was not currently leaking, industry standard recommended structural review of water tanks approximately every 15 years.

Eastside Tank #1 was designed by CH2M Hill and was constructed in 1963; there was no record of the contractor. Eastside Tank #2 was designed by G&W Engineering and was constructed in 1975 by Crom Prestressing. Eastside Tank #2 had wall leaks within the very first year after construction. Crom Prestressing returned to the project site and conducted repairs as part of their warranty services; however, it appeared that the leaks persisted throughout the years, or at least have resurfaced. In 1998, the city contracted with JUB Engineers to perform an investigation and analysis of the two reservoirs and asked JUB to formulate conceptual recommendations for repairs to both tanks. In late 1998, Keller Engineers prepared construction documents for repair of the two reservoirs. The repairs were performed in 1999 by Stonhard, Inc., a contractor from California. The project included repairs to the exterior roof surface of Eastside Tank #1 as well as the following surfaces for Tank #2: exterior roof, exterior wall, interior wall, and interior floor. The interior surface repairs consisted of a polyurea liner system that had a 15-year warranty. The liner system has obviously failed, at least locally, or there would be no visible leakage. The 15-year warranty expired this past summer.

Eastside Tank #2 was nearly 40 years old and had seen leakage on and off throughout its life. The lining system in Tank #2 had recently exceeded its warranty period and was experiencing at least local failures. There was no documentation to indicate that either tank had a thorough structural inspection in the past 15 years, since the last repair project. Given all of these facts, staff was recommending a complete internal and external inspection by a structural engineer. This would include destructive testing and areas of testing would be patched back before the tanks were put back into service. The winter months and the holiday season were the best times to drain the tank(s).

The City Council could choose to not authorize the Notice to Proceed for CH2M Hill, and postpone needed improvements. If authorization was denied, options would include either "No Action" where no improvements would be designed at all or a Request for Proposal (RFP) could be developed and selection of a qualified engineering firm would follow.

Work would be billed on a time and materials basis, in accordance with the schedule of charges which was broken down to show costs for evaluation of just Eastside Tank #2, which was visibly leaking., The City Engineer would manage the work identified to the aggregate total budget amount (\$7,900), which would not be exceeded without prior written authorization from the city. If the city would like the structural engineer to perform an evaluation on both tanks, the total budget amount would be approximately twice that reported, or \$15,800.

Councilor Verini stated they should proceed with fixing the first tank for the \$7,900, and then see about the second tank.

Jackson Fox moved, seconded by Ron Verini, that the City Council authorize a Notice to Proceed for Professional Engineering Services for the Structural Review of the Eastside Tank and Recommendation for Repair. Roll call vote: Crume-yes; Fox-yes; Fugate-yes; Jones-yes; Tuttle-yes; Verini-yes; Cammack-yes. Motion carried 7/0/0.

Notice to Proceed: Engineering Services for Wastewater Treatment Plant Dike Manhole Replacement Design, Bidding, and Construction Administrative Services

Betsy Roberts, CH2M Hill, City Engineer, stated this request was for the City of Ontario to provide a Notice to Proceed to CH2M Hill design engineers to develop construction drawings and contract documents for bidding purposes. The proposed project would replace six (6) concrete manholes along the dike that had badly corroded due to hydrogen sulfide gas. The manholes were currently marked, but had become unsafe to be near due to structural degradation.

The Council previously approved the replacement of a corroded inlet line and two (2) manholes at the west end of the WWTP entering Lagoon 1. This was a sister project to the currently requested Manhole Replacement Project.

Wastewater entering the Ontario collection system was high in hydrogen sulfide gas. This acidic product corroded the exposed surfaces of concrete pipe and manholes, causing severe structural damage over time. There were six (6) manholes along the dike that ran between lagoons that were proposed for replacement. The pipe installed between manholes was high density polyethylene (HDPE) pipe that was resistant to corrosion and was therefore in satisfactory condition.

Manholes would be replaced with new concrete manholes and then coated with a spray-on polyurethane coating that was corrosion resistant. Timing of the replacement effort was critical, as it was far simpler to lower the level of the ponds while the system was discharging to the river. River discharge was only allowed over the winter – until April 1st. Flexibility with pond levels provided more flexibility with by-pass options. By-pass flexibility in these main lines along the dike would be one of the most critical elements to cost savings for this project. The more the ponds could be utilized, and the less by-passed, the lower the cost.

The proposed project would include design effort, bidding, and construction administration services which would include on-site inspection.

The City Council could choose to not authorize the Notice to Proceed for CH2M HILL, and postpone needed improvements. If authorization was denied, options would include either “No Action” where no improvements would be designed at all or a Request for Proposal (RFP) could be developed and selection of a qualified engineering firm would follow; however, the timeline with respect to the discharge to the river was critical and could delay the project a year if not done quickly.

Work would be billed on a lump sum basis, in accordance with the proposed estimate. The City Engineer would manage the work identified to the aggregate total budget amount (\$11,600), which would not be exceeded without prior written authorization from the city.

Norm Crume moved, seconded by Ron Verini, that the City Council authorize a Notice to Proceed for Professional Engineering Services for CH2M HILL to conduct the design, bidding, and construction administration services, for the WWTP Dike Management Project. Roll call vote: Crume-yes; Fox-yes; Fugate-yes; Jones-yes; Tuttle-yes; Verini-yes; Cammack-yes. Motion carried 7/0/0.

PUBLIC HEARING

Ordinance #2697-2014: Annex/Rezone 44.81 Acres; Assign RS-50 Zone Designation (1st/2nd Reading by Emergency)

It being the date advertised for public hearing on the matter of Ordinance #2697-2014, 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.

Larry Sullivan, City Attorney, stated this action was a request for Annexation and Zoning of Tax Lot 1100, Assessor’s Map 18S4708, totaling 44.81 acres. The property was currently zoned Urban Growth Area Residential and would be rezoned to City Single Family Residential (RS-50). This was a Comprehensive Plan and Zoning Map amendment.

The landowner requested that the annexation occur in thirty days or less because of potential development plans for the property, and an emergency was requested to set an effective date for the ordinance of less than thirty days, effective when the Rural Road Assessment and Rural Fire Protection Districts both consented to the annexation.

On December 8, 2014, the Ontario Planning Commission recommended approval and submission to the City Council for the Request for Annexation and Zoning from Urban Growth Area (UGA) to City Single Family Residential (RS-50) zone.

The Hearing was opened for public testimony.

Opponents: *None*. Proponents: *None*.

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

Norm Crume moved, seconded by Jackson Fox, that the City Council adopt the Findings of Fact and Conclusions of Law as presented. Roll call vote: Crume-yes; Fox-yes; Fugate-yes; Jones-yes; Tuttle-yes; Verini-yes; Cammack-yes. Motion carried 7/0/0.

Jackson Fox moved, seconded by Ron Verini, that the City Council adopt **Ordinance #2697-2014, AN ORDINANCE PROCLAIMING THE ANNEXATION OF CERTAIN TERRITORY TO THE CITY OF ONTARIO; AND WITHDRAWING SAID TERRITORY FROM THE ONTARIO RURAL FIRE PROTECTION DISTRICT; AND WITHDRAWING SAID TERRITORY FROM THE ONTARIO RURAL ROAD ASSESSMENT DISTRICT; THE PROPERTY IS KNOWN AS TAX LOT 1100 ON THE ASSESSORS MAP 18S4708, INCLUDING 44.81 ACRES OF PRIVATE LAND AND THE ADJOINING STREET, SUNSET DRIVE ALONG THE EAST, AND ASSIGNING CITY SINGLE FAMILY RESIDENCE (RS-50) ZONING, AND DECLARING AN EMERGENCY, ON FIRST READING, BY TITLE ONLY.** Roll call vote: Crume-yes; Fox-yes; Fugate-yes; Jones-yes; Tuttle-yes; Verini-yes; Cammack-yes. Motion carried 7/0/0.

Jackson Fox moved, seconded by Ron Verini, that the City Council waive a second reading of Ordinance #2697-2014, **AND ADOPT ORDINANCE #2697-2014, AN ORDINANCE PROCLAIMING THE ANNEXATION OF CERTAIN TERRITORY TO THE CITY OF ONTARIO; AND WITHDRAWING SAID TERRITORY FROM THE ONTARIO RURAL FIRE PROTECTION DISTRICT; AND WITHDRAWING SAID TERRITORY FROM THE ONTARIO RURAL ROAD ASSESSMENT DISTRICT; THE PROPERTY IS KNOWN AS TAX LOT 1100 ON THE ASSESSORS MAP 18S4708, INCLUDING 44.81 ACRES OF PRIVATE LAND AND THE ADJOINING STREET, SUNSET DRIVE ALONG THE EAST, AND ASSIGNING CITY SINGLE FAMILY RESIDENCE (RS-50) ZONING AND DECLARING AN EMERGENCY, ON SECOND AND FINAL READING BY TITLE ONLY.** Roll call vote: Crume-yes; Fox-yes; Fugate-yes; Jones-yes; Tuttle-yes; Verini-yes; Cammack-yes. Motion carried 7/0/0.

ADJOURN

Jackson Fox moved, seconded by Norm Crume, that the meeting be adjourned. Roll call vote: Crume-yes; Fox-yes; Fugate-yes; Jones-yes; Tuttle-yes; Verini-yes; Cammack-yes. Motion carried 7/0/0.

APPROVED:

ATTEST:

LeRoy Cammack, Mayor

Tori Barnett, MMC, City Recorder

AGENDA REPORT
January 5, 2015

TO: Mayor and City Council

FROM: Tori Barnett, MMC, Interim City Manager

SUBJECT: **OUTBOUND MAYOR AND CITY COUNCILORS**

DATE: January 2, 2013

SUMMARY:

Jackson Fox, Dan Jones, and Ron Verini will be stepping down from their seats as an Ontario City Councilors on January 5, 2014. LeRoy Cammack will be stepping down from his seat as Mayor.

Each will be presented with a plaque of appreciation, and offered an opportunity to say some parting words.

AGENDA REPORT
January 5, 2014

TO: Mayor and City Council

FROM: Tori Barnett, MMC, Interim City Manager

SUBJECT: **SWEARING IN MAYOR AND COUNCILORS**

DATE: December 29, 2014

SUMMARY:

Attached are the following documents:

- Oath of Office – Councilor Thomas Jost
- Oath of Office – Councilor Betty Carter
- Oath of Office – Councilor Tessa Winebarger
- Oath of Office – Mayor Ronald Verini

As a result of the November 4, 2014 General Election, the Ontario City Council will welcome and the City Recorder will swear into office Thomas Jost, Betty Carter and Tessa Winebarger, and newly elected Mayor Ronald Verini. Following the swearing in process, the Councilors will take their appointed seats at the Council dais.

CITY OF ONTARIO

Oath of Office

STATE OF OREGON)
County of Malheur) ss.
City of Ontario)

*I, **Betty J. Carter**, hereby swear on my oath to honestly and faithfully discharge the duties of **City Councilor** of the City of Ontario and that I will support the laws and the Constitution of the State of Oregon and of the United States of America and the Charter and Ordinances of the City of Ontario to the best of my ability. So help me God.*

Signed: _____

Sworn to before me this 5th day of January, 2015.

Tori Barnett, MMC, City Recorder

CITY OF ONTARIO

Oath of Office

STATE OF OREGON)
County of Malheur) ss.
City of Ontario)

*I, Thomas A. Jost, Jr., hereby swear on my oath to honestly and faithfully discharge the duties of **City Councilor** of the City of Ontario and that I will support the laws and the Constitution of the State of Oregon and of the United States of America and the Charter and Ordinances of the City of Ontario to the best of my ability. So help me God.*

Signed: _____

Sworn to before me this 5th day of January, 2015.

Tori Barnett, MMC, City Recorder

CITY OF ONTARIO

Oath of Office

STATE OF OREGON)
County of Malheur) ss.
City of Ontario)

*I, **Montessa L. Winebarger**, hereby swear on my oath to honestly and faithfully discharge the duties of **City Councilor** of the City of Ontario and that I will support the laws and the Constitution of the State of Oregon and of the United States of America and the Charter and Ordinances of the City of Ontario to the best of my ability. So help me God.*

Signed: _____

Sworn to before me this 5th day of January, 2015.

Tori Barnett, MMC, City Recorder

CITY OF ONTARIO

Oath of Office

STATE OF OREGON)
County of Malheur) ss.
City of Ontario)

*I, **Ronald Verini**, hereby swear on my oath to honestly and faithfully discharge the duties of **Mayor** of the City of Ontario and that I will support the laws and the Constitution of the State of Oregon and of the United States of America and the Charter and Ordinances of the City of Ontario to the best of my ability. So help me God.*

Signed: _____

Sworn to before me this 5th day of January, 2015.

Tori Barnett, MMC, City Recorder

AGENDA REPORT
January 5, 2015

TO: Mayor and City Council

THROUGH: Tori Barnett, MMC, Interim City Manager

SUBJECT: APPOINTMENT OF CITY COUNCIL PRESIDENT

DATE: December 29, 2014

Following the Oaths of Office for the Mayor and City Councilors, a Council President will need to be appointed. The President stands in for the Mayor in the Mayor's absence, or at the request of the Mayor. Any Councilor is eligible for the position.

Prior to names being submitted for the position of President, each Councilor will be asked if they wish to be considered for the position, or they wish to NOT be considered. Any Councilor can state the name of who they would like to see in the position – including themselves – and that Councilor will be asked if they accept. Voting is done verbally and the Councilor receiving the greatest number of votes will take the position of President. The position is effective immediately, and continues until the Council President requests to step down or the next general election is held. Seating for the President is to the right of the Mayor.

Discussion/Information /Hand-Out Items

City Council Meeting
January 5, 2015

Tori Barnett - SREDA Jan 7th meeting in Fruitland

From: Kit Kamo <kkamo@tvcc.cc>
Date: 12/30/2014 11:59 AM
Subject: SREDA Jan 7th meeting in Fruitland
Attachments: SREDA 1-7 Agenda.doc; 2015 BUDGET 11 MO.xlsx; 2015 Goals & Actions.doc

Our January meeting will be on the 7th at 7 am in the Farmers Mutual Telephone Company's (FMTC) Conference Center, downtown Fruitland.

The **FMTC Conference Center** located just to the East of the business office at 303 SW 3rd Street on the corner of Iowa and SW 3rd Street. Parking is available in back of that building and on Iowa Street. There will be coffee, juice and light refreshments provided.

Attached please find the draft agenda for the meeting, the 2015 proposed budget and proposed work plan.

SREDA meetings are open to the public.

Thank you and have a VERY HAPPY & PROSPEROUS NEW YEAR!

Kit Kamo, Executive Director

Snake River Economic Development Alliance

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**BOARD OF DIRECTORS
Meeting Agenda
January 7, 2015 ~ 7 am
FMTC Conference Center, 303 SW 3rd Street, Fruitland**

- 1. Call meeting to order Chairman Patrick Nauman**
- 2. Introductions of attendees**
- 3. Approval of December 3 minutes**
- 4. Financial update – Sandy Hemenway, Treasurer**
- 5. Review and approval of 2015 Budget**
- 6. Review and approval of 2015 Work Plan**
- 7. Community Highlights**
 - a. Nyssa, Vale, Ontario, Payette, Weiser, New Plymouth & Fruitland**
- 8. County Highlights**
 - a. Payette County, Washington County, & Malheur County**
- 9. Executive Director Report**
 - a. Project Updates**
 - b. Other activities**
- 10. Round Table Discussion**
- 11. Adjourn**

~Calendar~

**January 7 SREDA Monthly Meeting, Farmer's Mutual Telephone Company
(FMTC), 303 SW 3rd St., Fruitland ID**

January 11-13 Fancy Food Show with Team Oregon-San Francisco

January 20-23 Shot Show with Idaho Commerce-Las Vegas

February 4 SREDA Monthly Meeting, Vale City Hall OR

February 6-8 Pacific NW Sportsman Show – Portland

March 4 SREDA Monthly Meeting, TBA Idaho

March 6-8 Natural Products Show Team Oregon-Anaheim

All SREDA monthly meetings are open to the public

SREDA OPERATING BUDGET 2013-2014-2015

INCOME SOURCES	12 months		11 months ONLY		Proposed	
	2013 Actual	BUDGET 2013	2014 Actual	BUDGET 2014	BUDGET 2015	
PRIVATE	\$22,184.97		\$ 34,144.97	\$ 64,000.00	\$ 64,000.00	
LOCAL PUBLIC	\$44,684.00		\$ 45,934.00	\$ 45,000.00	\$ 39,184.00	
GRANTS - State & Fed	\$ 39,250.00		\$ 41,000.00	\$ 41,000.00	\$ 41,000.00	
GRANTS - Other					\$ 6,000.00	
	\$106,118.97	\$ 150,000.00	\$ 121,078.97	\$ 150,000.00	\$ 150,184.00	
Expenses & Projects						
RECRUITMENT & MARKETING						
Advertising Global	\$ 4,690.00	\$ 4,000.00	\$ 2,218.00	\$ 4,000.00	\$ 2,500.00	
Local Ad/promotion	\$ 730.00		\$ 437.41	\$ 800.00	\$ 800.00	
Trade shows	\$ 7,715.40	\$ 6,700.00	\$ 4,369.44	\$ 6,700.00	\$ 6,700.00	
Trade show travel	\$ 3,384.36	\$ 6,500.00	\$ 5,587.07	\$ 6,500.00	\$ 6,500.00	
Conferences, conventions, mtgs	\$ 1,892.92	\$ 2,500.00	\$ 1,553.48	\$ 2,500.00	\$ 3,500.00	
Site Visits	\$ 177.30	\$ 500.00	\$ 1,061.75	\$ 700.00	\$ 1,700.00	
WEB SITE	\$ 780.70	\$ 2,500.00	\$ 744.00	\$ 1,500.00	\$ 1,000.00	
Total Recruitment & Marketing	\$ 19,370.68	\$ 22,700.00	\$ 15,971.15	\$ 22,700.00	\$ 22,700.00	
Total Operating	\$ 6,707.02	\$ 7,800.00	\$ 6,546.09	\$ 7,800.00	\$ 7,800.00	
TOTAL Payroll Expenses	\$ 64,376.25	\$ 66,200.00	\$ 62,267.32	\$ 66,200.00	\$ 66,200.00	
STAFF Support			\$ 6,020.76	\$ 6,000.00	\$ 12,000.00	
CAPITAL PURCHASE	\$ 539.35	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00	
SPECIAL projects		\$ 52,300.00	\$ -	\$ 46,300.00	\$ 40,484.00	
TOTALS	\$ 90,993.30	\$ 150,000.00	\$ 90,805.32	\$ 150,000.00	\$ 150,184.00	



**Snake River Economic Development Alliance
Action Plan
January 2015 - December 2015**

The purpose of this document is to outline our action plan for the recruitment, retention and expansion of targeted companies that enhance the business environment and livability for the citizens of Malheur County in Oregon, and Washington and Payette Counties in Idaho.

Goal: Implement a focused and cost-effective marketing plan to attract new firms to the region.

- 1) Focus on the following major industry categories: Agriculture and Food processing, Internet based businesses, Distribution and warehousing, and recreation/technology manufacturing.
 - a) Continue to meet with each city/county to determine what industries would fit their areas and help them to get a list of assets and land and inventory lists.
 - b) Plan trade show participation to partner with others to keep the cost lower, Idaho Commerce, and Team Oregon. Research and target the participants that best fit our recruiting criteria. Where possible, set up appointments with those participants as well.
 - *Shot show – Las Vegas (Jan) (\$850 to State – free lodging)
 - *Fancy Foods – San Francisco (Jan)
 - *Pacific NW Sportsman Show – Portland (Feb) (2 day pass \$18)
 - *Natural Food show – Anaheim (March)
 - *NRA Exhibit/Show – Nashville (April) (free lodging- entry \$25)
 - *Off Road Expo – Pomona (October) (free lodging – entry \$12)
 - *Selected conferences referred by Oregon/Idaho – US Manufacturing Summit with Walmart, etc.
- OTHER SHOWS to consider:
Western Idaho Ag Show Caldwell January; Global Pet Food Expo Orlando March; International Dairy Show & Process Expo Chicago September; Natural Products Show East September; and see attached list for others.
- 2) Focus on opportunities in the top industry categories with a targeted program to generate quality leads.
- 3) Make a minimum of two offsite recruiting trips per year for face-to-face company visits.
- 4) Plan one to two tour of the area annually to show what the region has to offer with a site selector, CEOs or other groups. Examples of key groups: Oregon Public Broadcasting and Ford Family Foundation/RDI
- 5) Keep the SREDA website fresh so that the information is current and relevant to the site consultant and corporate real estate industry group. Update the website to include a LOCAL information page for listing of Board Meetings, etc. Keep the social networking (Linkedin, Facebook) updated at least 1x per month. Link to Payette Washington Co Realtors website for properties and with Malheur County Economic Development's new website for other properties.
- 6) Help develop more targeted/focused informational pieces for recruitment efforts.
- 7) Support member communities in proactive marketing efforts for development opportunities. Assist with site visit training.
- 8) Follow up review of past projects/leads that did not select our area for educational purposes. Ask State partners for assistance in knowing what areas we need to work on.

Goal: Promote retention and expansion of existing firms

- 1) Communicate, support, and meet with community leaders and area economic development personnel to enhance new business opportunities and support communities in business retention and expansion.
- 2) Meet with 4 local businesses each quarter (BRE visits)
- 3) Work with RDI and their community programs visiting local businesses.
- 4) Work with TVCC, area chambers, and civic groups
- 5) Work with economic development local, regional, and state partners to enhance opportunities for new business leads and business retention and expansion opportunities.
- 6) Attend meetings and participate on committees that support SREDA goals: IEDA and OEDA, local economic development meetings, etc. Support TVCC and workforce development groups, and Partners to Prosperity as well as organizations like Four Rivers Healthy Community.

Goal: Build support within the community for economic development and marketing programs.

- 1) Implement media relations program in support of the local communities and their efforts and achievements in economic development. Use ads to enhance press releases to further promote SREDA wins.
- 2) Develop a site visit spread sheet that each community can modify and use as their own.
- 3) Produce SREDA Newsletters and updates to utilize at local meetings highlighting the regions accomplishments in new business, expansion and other economic development projects.
- 4) Help facilitate discussion and provide resources to communities to help them be more competitive and better prepared for new business and expansion opportunities.
- 5) Help with annual mock site visits for cities that are interested. Work with the state agencies and site selectors to conduct trainings.
- 6) Consult on marketing initiatives for specific community projects.
- 7) Attend on a semi-annual basis (or quarterly) at least one city council and one county commissioner meeting in all cities and counties represented by SREDA.

Goal: Target amount for 2015 fund raising at \$150,000.

- 1) Private investment –
 - a. Each board member identify and contact 2 new potential new members each quarter
 - b. Board member support
 - c. Current member involvement
 - d. Create incentive for major contributors
 - e. Hold monthly meetings in different communities
- 2) Public investment –
 - a. Maintain current funding levels
 - b. Keep funders up to date by meeting on regular basis
- 3) Grants –
 - a. Apply for grants that help support SREDA's goals



2101 East Karcher Rd.
Nampa, Idaho 83687
PH: 208•455•5555

December 17, 2014

City of Ontario
444 SW 4th St.
Ontario, OR 97914

Dear Franchise Authority,

As you know, Cable ONE currently provides Oregon PBS, KGW and a local access (channel 11) to a small number of subscribers in Ontario. I am writing to inform you that we will no longer be able to carry these channels as of 1/6/15.

We are embarking upon a project to move to an all digital platform. Due to the equipment and bandwidth configuration, we will no longer be able to deliver these stations to this area. With the switch from analog to All Digital Technology, Cable ONE will be able to add more HD channels, provide even better picture quality, and deliver faster internet speeds.

Please do not hesitate to contact me with any questions.
Cheryl.goettsche@cableone.biz or (208) 455-5575.

Best Regards,

A handwritten signature in black ink, appearing to read "Cheryl Goettsche". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Cheryl Goettsche
General Manager
Cable ONE, Western Idaho, Eastern Oregon