

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

AGENDA
CITY COUNCIL - CITY OF ONTARIO, OREGON
Monday, February 2, 2015, 7:00 p.m., M.T.

1) Call to order

Roll Call: Norm Crume _____ Tessa Winebarger _____ Charlotte Fugate _____ Thomas Jost _____
Larry Tuttle _____ Betty Carter _____ Mayor Ron Verini _____

2) Pledge of Allegiance

This Agenda was posted on Wednesday, January 28, 2015. 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 01/20/2015 1-8
- B) Approval of the Bills

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

6) Department Head Updates

7) Presentation(s)

- A) LaVelle Cornwell, OPD: Evidence Storage
- B) Kit Kamo, Executive Director: SREDA

8) New Business

- A) Diagonal Parking Request Denial Appeal Pilgrim Lutheran Church 208 SW 1st Avenue 9-12
- B) Notice to Proceed: Professional Engineering Services for Additional Sanitary Sewer Replacement Design, Bidding, and Construction Administration Services (Anderson Perry) 13-19
- C) Ordinance #2698-2015: Amend OMC 3-11-4 re TOT by Deleting the Requirement of 3-11-4(B) to Budget Funds for Street Maintenance Activities for Ten Years - 1st Reading 20-24

9) Discussion Items [Thursday Work Session]

- A) Police Captain Position
- B) Golf Course Update
- C) Ontario Sanitary Service, Inc. Annual Letter 1/24/15
- D) County Court Minutes: 12/10/14; 1/7/15; 1/20/15
- E) Financials

10) Correspondence, Comments and Ex-Officio Reports

11) Executive Session

- A) ORS 192.660(2)(a)
- B) ORS 192.660(2)(e)

12) Adjourn

**ONTARIO CITY COUNCIL MEETING MINUTES
Tuesday, January 20, 2015**

The regular meeting of the Ontario City Council was called to order by Mayor Ron Verini at 7:00 p.m. on Tuesday, January 20, 2015, in the Council Chambers of City Hall. Council members present were Ron Verini, Norm Crume, Tessa Winebarger, Charlotte Fugate, Thomas Jost, Larry Tuttle, and Betty Carter.

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

Tessa Winebarger led everyone in the Pledge of Allegiance.

AGENDA

At the Thursday, January 15, 2015, Work Session, staff was directed to bring back a staff report and resolution with regard to the Police Sergeants Disparity action. (*Added as Action Item 7-E*).

Request made to add the appointment of Sandy Hemenway to the Business Loan Fund (*Action Item 7-A*).

Norm Crume moved, seconded by Charlotte Fugate, to adopt the Agenda as amended. Roll call vote: Crume-yes; Winebarger-yes; Fugate-yes; Jost-yes; Tuttle-yes; Carter-yes; Verini-yes. Motion carried 7/0/0.

CONSENT AGENDA

Charlotte Fugate moved, seconded by Norm Crume, to approve Consent Agenda Item A: Minutes of the Council Special Meeting of January 2, 2015; Item B: Minutes of Regular Meeting of January 5, 2015; Item C: Application to Operate a Taxicab Service (Arrow Express, LLC); and Item D: Approval of the Bills. Roll call vote: Crume-yes; Winebarger-yes; Fugate-yes; Jost-yes; Tuttle-yes; Carter-yes; Verini-yes. Motion carried 7/0/0.

DEPARTMENT HEAD UPDATES

Mark Alexander invited the Councilors to participate in a training opportunity at the Police Department using an interactive system called MILO. It would take around a half hour.

NEW BUSINESS

Appointments to City Boards/Committees/Commissions

Tori Barnett, City Recorder/Interim City Manager, stated it was time for the annual appointments to the various city committees and boards, and the Planning Commission. Below are the vacancies, along with letters expressing interest in appointment. As the Airport Board met recently, and reviewed the letters submitted for that Board, they provided a recommendation to the Council, which was addressed in a separate motion.

Airport Board: 5 Vacancies [4-Year Term]: Five letters received – Shawn Coleman, Shay Myers, Dale Cruson, Gary Taylor, and Luke Keller.

Budget Board: 4 Vacancies [4-Year Term]: Four letters received – Michael Braden, LeRoy Cammack, Darin Bell, and Mike Blackaby.

Planning Commission: 3 Vacancies [4-Year Term]: Three letters received – John Hall, Max Twombly, and John Breidenbach.

Public Works Committee: 2 Vacancies [3-year Term]: Two letters received – Dan Cummings and Scott Wilson.

Recreation Board: 3 Vacancies [3-Year Term]: Two letters received – Shay Meskill and Haley Miller.

V&C Bureau Board: 2 Vacancies [3-Year Terms]: Two letters received – John Hall and Debbie Blackaby.

Norm Crume moved, seconded by Thomas Jost, to appoint to the Airport Committee Shawn Colman and Gary Taylor to four year terms; Luke Keller and Shay Myers to complete one-years terms due to resignations of members; and Dale Cruson to the position of Alternate member. Other than the exceptions stated above, the expiration of terms will coincide with those established by ordinance. Roll call vote: Crume-yes; Winebarger-yes; Fugate-yes; Jost-yes; Tuttle-yes; Carter-yes; Verini-yes. Motion carried 7/0/0.

Charlotte Fugate moved, seconded by Norm Crume, to appoint Michael Braden, LeRoy Cammack, Darin Bell, and Mike Blackaby to the Budget Board; John Hall, Max Twombly, and John Breidenbach to the Planning Commission; Dan Cummings and Scott Wilson to the Public Works Committee; Shay Meskill and Haley Miller to the Recreation Board; and John Hall and Debbie Blackaby to the V&C Board. Expiration of terms will coincide with those established by ordinance. Roll call vote: Crume-yes; Winebarger-yes; Fugate-yes; Jost-yes; Tuttle-yes; Carter-yes; Verini-yes. Motion carried 7/0/0.

Charlotte Fugate moved, seconded by Norm Crume, to approve adding Sandy Hemingway to the Business Loan Fund. Roll call vote: Crume-yes; Winebarger-yes; Fugate-yes; Jost-yes; Tuttle-yes; Carter-yes; Verini-yes. Motion carried 7/0/0.

Mayor Verini asked for a consensus to appoint Tessa Winebarger as the Liaison to the Planning Commission, and Thomas Jost and Betty Carter to the Audit Committee. Consensus to do so.

Security Assessment Recommendations

Betsy Roberts, CH2M Hill, City Engineer, stated in October of 2014, CH2M HILL conducted a security assessment of the water and sewer systems for the City of Ontario. Based on the findings of that assessment, a confidential report was developed which provided a summary list of recommendations for the Water Treatment Plant and the Wastewater Treatment Plant. The report had not yet been presented to the City Council because of the security aspect, and staff did not wish to share detailed information on system vulnerabilities. In working with the city’s attorney, and reviewing other methods in which similar security assessments had been presented, it was determined that providing a bullet item list of the top priority recommendations for improvement would provide adequate information to the Council without divulging extra information regarding vulnerabilities. Based on previous discussions with the Council regarding the available budget for potential improvements, staff analyzed the prioritized recommendations within the report and provided those items of top priority that fit within the current budget. While Council had not taken formal action on this project, they had been updated by Public Works staff regarding the process, budget and expectations.

The security assessment was conducted in an effort to determine areas of vulnerability for the water and wastewater systems. Vulnerabilities could include matters such as access and intrusion issues associated with the Water Treatment Plant, water storage facilities, pump stations and Wastewater Treatment Plant. Based on an on-site assessment, CH2M HILL prepared a report with recommendations and cost estimates for both policy and procedures and physical improvements to the individual facilities. Local Public Works staff then conducted a review of the recommended protective measures and was now making the following recommendations for adoption from Section 4 of the assessment:

- | | |
|--|---------------|
| • Recommended Modified Policies and Procedures | \$ 0 |
| • Install additional perimeter fencing at WTP | \$65,000 |
| • Upgrade/replace mandoor at Pump Station | <u>\$ 500</u> |
| • Total Budget: | \$65,500 |

Further improvements would be included in the 2015 Capital Improvements Plan recommendations. This amount had been budgeted for in water line item 105-160-719280, for \$67,000.

Norm Crume moved, seconded by Betty Carter, that the Mayor and City Council authorize CH2M HILL to solicit bids for the construction of the above mentioned improvements. Roll call vote: Crume-yes; Winebarger-yes; Fugate-yes; Jost-yes; Tuttle-yes; Carter-yes; Verini-yes. Motion carried 7/0/0.

Resolution #2015-101: Txf Funds to Hire a Fire Department Chief Resolution 2015-101

Tori Barnett, MMC, City Recorder/Interim City Manager, stated that due to the upcoming retirement of the Fire Chief on June 30, 2015, the Fire Department previously asked to hire a Deputy Fire Chief; however, at the January 15, 2015 Council work session, staff was directed to begin the search for the Fire Chief position instead. Staff was also directed to fund the position and equipment/uniform purchases from the Public Safety Reserve Fund.

On November 4, 2013, the City Council adopted Ordinance #2685-2013, allocating 26.5% of Motel Occupancy Tax to a Public Safety Fund. On January 5, 2015, the Council tabled this action pending the seating of the incoming City Council members.

The Fire Chief is retiring June 30, 2015; therefore, the city needs to hire a Fire Chief as soon as possible to allow for an adequate training period before stepping into the position of Fire Chief. Funding the Fire Chief position for the remainder of the 2014-15 fiscal year, fully burdened, was an estimated cost of \$40,000, with \$2,500 necessary for uniforms and equipment.

Currently the Public Safety Reserve, established by Ordinance #2685-2013, receives funding from a portion of the Motel Occupancy Tax, not through the General Fund, and shows a balance of approximately \$177,000. This fund continuously replenishes each month. If the Council opted to hold off on this action, it could potentially cause detrimental department issues with the retirement of the current Chief in June, leaving the department without trained upper management leadership. A total of \$42,500 was needed to fund the position for the remainder of the fiscal year, and to purchase uniforms and equipment. The Public Safety Reserve has \$134,600 budgeted in contingency; however has a current balance of approximately \$177,000.

Charlotte Fugate moved, seconded by Larry Tuttle, to adopt **Resolution 2015-101, A RESOLUTION AUTHORIZING THE FUNDING OF THE FIRE CHIEF POSITION**. Roll call vote: Crume-yes; Winebarger-yes; Fugate-yes; Jost-yes; Tuttle-yes; Carter-yes; Verini-yes. Motion carried 7/0/0.

Resolution #2015-102: Request for Enterprise Zone Application Approval for Norm Poole Oil, Inc., and Campo Oil Company, Inc.

Tori Barnett, MMC, City Recorder/Interim City Manager, speaking on behalf of Greg Smith's Office, Campo Oil Co., Inc. and Norm Poole Oil, Inc. was developing property along the Union Pacific Railroad. The site was home to several dilapidated structures, which had been removed. Further development would include new structures, rail sidings, storage tanks and loading racks. The project would provide a facility that would help process/blend product and load rail cars for a company that owned new natural gas wells in Idaho. The facility was anticipated to create seven new jobs, paying at least the county average annual wage of \$31,145. Project development would be located at SE 6th Avenue and SE 1st Street in Ontario.

The two companies submitted authorization applications to utilize the Malheur County Enterprise Zone. Two applications were required as the project encompassed two tax lots, owned by two business entities. The applicants were requesting an extended abatement. Total abatement would equal five years. An extended abatement required each zone sponsor (Ontario, Vale, Nyssa, and Malheur County) to pass a resolution approving the extended abatement. Malheur County Economic Development had been working with Ralph Poole on a business development project. The development would include additional structures, including rail sidings, storage tanks and loading racks. In addition, Union Pacific is working closely with Ralph and Malheur County Economic Development to do rail siding improvements, which would benefit all local industry utilizing rail transport.

It was important to note that all the required pre-authorization conference with Ralph Poole and the Malheur County Assessor had been held, and during the meeting, it was explained that for an extended abatement, the companies would have to meet job creation requirements and each job would have to pay at least the county average annual wage, which was currently \$31,145 (determined by Business Oregon). The companies agreed to do so.

The extended abatement would allow Campo Oil Co, Inc. and Norm Poole Oil, Inc., a five-year property tax abatement on new investments only. The property/equipment would be filed with the county assessor, and the company would be required to submit documentation each year of the abatement. Further, the project would create seven jobs, paying at least the county average wage of \$31,145.

Larry Tuttle moved, seconded by Betty Carter, that the City Council pass **Resolution 2015-102, A RESOLUTION APPROVING THE ENTERPRISE ZONE AUTHORIZATION APPLICATIONS OF NORM POOLE OIL, INC., AND CAMPO OIL COMPANY, INC.** Roll call vote: Crume-yes; Winebarger-yes; Fugate-yes; Jost-yes; Tuttle-yes; Carter-yes; Verini-yes. Motion carried 7/0/0.

Resolution #2015-103: Txf Funds to Correct Disparities for OPD Sergeants

Tori Barnett, MMC, City Recorder/Interim City Manager, stated the four Ontario Police Department Sergeants had historically been equaled or surpassed by patrol officers in wages and benefits. This situation would not be remedied with a one-time action, as the patrol officer's union contract guaranteed an annual increase in pay to their represented employees. The four Ontario Police Department Sergeants have requested an increase in wages and benefits to stay ahead of the unionized police department employees. In previous years, the Police Chief approached the City Manager with a request to correct the disparities between the Sergeants and the union employees, but no action was taken.

The Sergeants presented a request to the current City Manager, outlining on how they believed the situation could be remedied. The five items below were suggestions provided by the Sergeants:

1. *The Ontario Police Department Sergeants shall accrue 10 hours a month in sick-leave accrual.*
2. *The Ontario Police Department Sergeants shall have a maximum sick-leave accrual of 1280 hours.*
3. *The Ontario Police Department Sergeants shall accrue 19 hours a month in vacation time after reaching 22 years, plus one day, of employment with the City of Ontario.*
4. *The Ontario Police Department Sergeants shall receive a one-time increase in pay of 5% over the highest paid patrol officer, effective January 1, 2015.*
5. *The Ontario Police Department Sergeants shall receive a 1.5% pay increase following the action in #4 above, and shall continue to remain at 5% over the highest paid patrol officer, excluding overtime.*

If approved, staff was seeking direction on where to procure funding. Options available were to take the funds from the General Fund Contingency, the Public Safety Reserve Fund, or a combination of both. Funding this disparity for the remainder of the 2014-15 fiscal year was estimated at \$3,250. Currently the Public Safety Reserve, established by Ordinance #2685-2013, received its funding from a portion of the Motel Occupancy Tax, not through the General Fund, and reflected a balance of approximately \$134,500. This fund continuously replenished each month. The General Fund had a budgeted amount of \$997,076 in contingency. If approved this action would take effect immediately, and would be retroactive to January 1, 2015.

Councilor Fugate asked what the impact would be on the upcoming budget.

Kari Ott, Finance, stated it would depend on the Police Union, and it would be approximately \$16,000 with the PERS rate.

Councilor Tuttle asked if the \$3,250 included PERS.

Ms. Ott stated yes, the number was for fully-burdened costs through June 30, 2015.

Norm Crume moved, seconded by Tessa Winebarger, that the Council adopt **Resolution 2015-103, A RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS FROM THE PUBLIC SAFETY RESERVE FUND, TO CORRECT THE EXISTING DISPARITIES FOR THE ONTARIO POLICE DEPARTMENT SERGEANTS**. Roll call vote: Crume-yes; Winebarger-yes; Fugate-yes; Jost-yes; Tuttle-yes; Carter-yes; Verini-yes. Motion carried 7/0/0.

EXECUTIVE SESSION(S)

ORS 192.660(2)(a)

An executive session was called at 7:34 p.m. under provisions of ORS 192.660(1)(a) to discuss the City Manager position. The Council reconvened into regular session at 8:04 p.m.

DISCUSSION ITEMS

- Councilor Tuttle asked if they were moving forward with the phone calls, was it inappropriate for the Council to contact the candidate?

Larry Sullivan, City Attorney, stated the last time there were interviews, there was a Council discussion about having individual Councilors speak with the candidates, and the consensus was that it was a bad idea. Communication between Council and candidates should be with the Council as a whole.

Councilor Tuttle stated his question was because [previous] Mayor Cammack had asked him to contract a candidate, and he had.

Mr. Sullivan stated it wasn't wrong, but the concern of the Council was that there might be information conveyed to one but not all.

Mayor Verini stated he saw no problem with communicating with any candidate. The problem might be if each Councilor called each candidate, and barraged them with calls. But, they needed to make sure, regardless of who called who, all the information was shared with the entire Council.

Councilor Carter asked about a script, so the same questions were asked.

Mayor Verini stated yes and no. Yes, because they'd all be on the same page, but no, because each one of them were different, with different priorities. They probably all had different ideas about what they were looking for in the applicants.

Councilor Carter understood that, and those could be expressed when speaking to each candidate, but the script would have them all begin the same.

Councilor Fugate asked if this would be done over the phone, or what? If they were going to be interviewed here in Ontario, why call?

Mayor Verini stated his response was based on any communication. If that happened, regardless of who initiated the call.

Councilor Carter stated she was referring to calling those listed as references for the candidates, not for an interview.

Mayor Verini stated they already had a script of a sort, via the job description for the position. It outlined what the Council was looking for in the candidates.

Councilor Carter stated it was simply to get the conversation started, getting the core information up front, and then going into other questions.

Council consensus to approach it their own way, with their own questions.

Mayor Verini stated this would be addressed again at the January 29th work session.

- Mr. Sullivan stated in 2014, the Cable One Franchise Agreement expired, and there was not currently a franchise agreement with them. Cable One inherited the Agreement from Chambers Cable, back in 1998. That Agreement provided that the city would receive a 5% franchise fee from all the Cable One operations being conducted by Chambers Cable. Cable One was now operating, and they had expanded the scope of what they did, beyond what Chambers Cable was doing. Cable One now offered broadband services, telephoning services, including long-distance, and they received fees from all of that. Based on direction from the previous Council, he informed Cable One that the Council was looking to increase the franchise fee to 7%, on all those services. He'd been doing battle with Cable One for the past three months, based upon their claim that certain of those services could not be taxed by the city because of restrictions placed by the FCC. They had agreed to disagree on that point. He told Cable One that his proposal was that they would have to come up with the 7% franchise fee on their broadband, and 5% on the cable portion [*limitation placed on municipalities that they could not charge more than 5% for cable*], and then 7% for the telephone service. They were getting into a battle over this. There was a current case in the Oregon Court of Appeals as to whether or not cable companies that provided some of these other services, could be taxed for those. If the Court takes up that question, the city might not be able to have a Franchise Agreement concluded until that case was resolved by the Court. Cable One wanted to have a limited Franchise Agreement, which read that the city was going to receive a franchise fee for only the cable portion of the services they offered, not for any of the broadband or long-distance telephone service. Those wouldn't be subject to a franchise fee. That Agreement could be concluded quickly. They could probably do a negotiation dealing with the public access channels, since we are in danger of having those channels eliminated. He was looking for a consensus from the Council on how they wanted him to proceed. Did they want him to continue the fight for taxing the other services?

Mayor Verini stated if they negotiated for the 7%, and they agreed, it would be for naught if they went to court and lost. They couldn't charge more than 5% fee for the basic cable, which was already in place. Did the broadband provide a substantial amount of money?

Mr. Sullivan stated the city didn't have those numbers. He had requested them, but they had so far not complied.

Councilor Fugate stated they could look back at what Malheur Telephone paid in fees.

Mr. Sullivan stated they could also research other Telecommunicators were paying the city for the portion that dealt with broadband coverage. He believed it was probably quite a bit of money.

Mayor Verini asked what happened while negotiations were taking place – did the city still receive the 5% fees?

Mr. Sullivan stated the Agreement expired December 31, 2014, and he didn't know if any checks had been sent to the city beyond that date. The previous Cable Franchise Agreement was based on 5% of the gross income earned by Chambers Cable for all their sources of income within the city. Cable One wanted to narrow that down. He did not know if they had been paying the city based upon the broader definition, or on the one they were attempting to negotiate. They'd be in violation of the prior Agreement if they paid less, but they could be taking the position that they couldn't legally be required to pay more than they earned from the cable service. He had no clarification yet from Cable One as to what they were using to base that 5% on. He intended to find that out. He would attempt to obtain some financial information to give the Council a better idea next time around on what might be the financial implications from agreeing to their approach verses to a broader definition.

Mayor Verini also wanted to know if they had been paying on the total. If they hadn't, could the city bring a suit against them?

Mr. Sullivan stated that was a possibility. Currently, the law was on the side of the city. The Court of Appeals had ruled in the cities' favor on the point that the city could tax broadband. If the Oregon Supreme Court refused to rule on it, Oregon would have permission to tax broadband. Cable One was hoping the Supreme Court would take that question up for review.

Mayor Verini stated if they didn't negotiate in good faith, could the city close them down?

Mr. Sullivan stated no, but they could be sued for the money they owed.

Ms. Barnett stated they could kick them out of the city's rights-of-way.

Mr. Sullivan stated Cable One was paying the city for use of the city's rights-of-way, so the Council could deny Cable One the opportunity to use those. Their argument was that they were using the same rights-of-way for their broadband and telephone services that they were using for the cable, so they didn't think the city should receive any more money than the one cable running through the ROW. He didn't buy that argument.

Mayor Verini stated his concern was the gap between when the Agreement ended and when the Court would make a decision.

Mr. Sullivan stated they could make a decision in the next few weeks, whether or not the Supreme Court was going to accept review. If accepted, there wouldn't be a decision made for about a year. The city could draft an Agreement which read that certain pieces were open questions, and Cable One was not obligated to pay the city any broadband income, unless the Oregon Supreme Court ruled against Cable One's position. In that instance, the city would be entitled to funds retroactively.

Councilor Fugate asked about the previous telephone issue, where the city received some funding, around \$200,000.

Mr. Sullivan stated yes. There had been litigation with Qwest over several years over the city's ability to receive a franchise fee from Qwest. That went all the way up to the 9th Circuit Court of Appeals before resolution. The cities in Oregon won that case. But that was unrelated to this issue.

- Councilor Crume asked for an update on the businesses that were behind on their TOT payments.

Ms. Barnett stated that Finance had issued certified letters to those businesses.

ADJOURN

Norm Crume moved, seconded by Charlotte Fugate, to adopt the Agenda as presented. Roll call vote: Crume-yes; Winebarger-yes; Fugate-yes; Jost-yes; Tuttle-yes; Carter-yes; Verini-yes. Motion carried 7/0/0.

APPROVED:

ATTEST:

Ron Verini, Mayor

Tori Barnett, MMC, City Recorder

AGENDA REPORT
February 2, 2015

To: Mayor and Council

FROM: Dan Shepard, Engineering Technician III

THROUGH: Tori Barnett, MMC, Interim City Manager

SUBJECT: **DIAGONAL PARKING REQUEST DENIAL APPEAL PILGRIM LUTHERAN CHURCH 208 SW 1ST AVENUE**

DATE: January 26, 2015

SUMMARY:

Attached are the following documents:

- Exhibit "B" Diagonal Parking Check Off List
- Location Map

Pilgrim Lutheran Church's representative, Jim Huffman, submitted a request to allow Diagonal Parking along the church's street frontage on SW 1st Avenue. The request was reviewed and found not to meet the required street width of 52 feet. The request was denied on that basis. The church has requested a review of that denial.

PREVIOUS COUNCIL ACTION:

May 19, 2014 Council passed Ordinance Number 2691-2014, which amended City Code Sections 9-2-2 and 10A-57-57-95, and added Section 9-3-1A regarding diagonal parking.

BACKGROUND:

Pilgrim Lutheran Church, located at 208 SW 1st Avenue, filed a request for diagonal parking on their street frontage on SW 1st Avenue. They are in the process of remodeling their entrance and would like to use the area between SW 2nd Street and the alley as designated handicapped parking. The church has a parking lot across the alley to the west with approximately thirty parking spaces but would like to have their handicap parking closer to the main entrance. As part of their remodel process, they will make a handicap accessible ramp in the sidewalk at the proposed angle parking location. Staff review found that the area complied with all requirements to grant angle parking except the width of the street. The required minimum width is 52 feet, face of curb to face of curb and the actual width is 48 feet, face of curb to face of curb. It should be noted that the office group across the street to the north would not generate on street parking as it has on site head in parking.

FINANCIAL IMPLICATIONS

Cost of labor and material to maintain striping.

RECOMMENDATIONS:

Staff recommends that the angle parking request denial be upheld because it does not meet the code requirement of a 52 foot wide street.

PROPOSED MOTION:

I move the Mayor and City Council uphold the denial of the angle parking request by the Pilgrim Lutheran Church because the street width does not meet code requirements.



SW 3rd Street

SW 1st Avenue

SW 2nd Street

142

277
259

139

208

225

Pilgrim Lutheran Church

Proposed Angle Parking

SW 2ND ST

SW 1ST AVE

Date: 1/26/2015
User Name: dawn.eden



0 30 Feet

140

188

96

60

Diagonal Parking Request Check Off

Pilgrim Lutheran Church

208 SW 1st Avenue

- The Public Works Director shall specify the size and layout of all diagonal parking spaces.
- Diagonal parking shall be allowed in Commercial zones only.
C-2 General Commercial
- Diagonal parking shall not be allowed on street which are designated by the City as minor collectors, major collectors, minor arterial, principal arterials and state highways.
SW 1st Avenue is a Local Street as per the Transportation Master Plan, January 2006
- Diagonal parking shall be allowed only on streets in which the minimum width is 52 feet.
SW 1st Avenue width is 48' face of curb to face of curb – Does not meet minimum requirement
- Diagonal parking shall be allowed only on one side of the street in any one block.
Note: On site head in parking from the street on north side for strip mall
- Diagonal parking in a C-3 zone on any City block along South Oregon Street shall be allowed only with the written consent of a majority of the property owners, by front footage, on both sides of the street on that block.
NA
- The Public Works Director shall obtain the approval of the Police Chief, the Fire Chief and the affirmative recommendation of the Public Works Committee before implementing any diagonal parking plan.
- The City Manager retains the authority to determine that diagonal parking at a particular location poses a safety risk and may either eliminate diagonal parking or impose additional diagonal parking restrictions at that location
- Any person aggrieved by the decision of the Public Works Director or City Manager hereunder shall have the right to request review by the City Council. The decision of the City Council shall be final.

Sign Offs:

_____	YES	NO
Police Chief	_____	_____
_____	YES	NO
Fire Chief	_____	_____
_____	YES	NO
Public Works Director	_____	_____
_____	YES	NO
Public Works Committee	_____	_____
_____	YES	NO
City Manager	_____	_____

AGENDA REPORT
February 2, 2015

TO: Mayor and City Council

FROM: Cliff Leeper, Public Works Director
Betsy Roberts, City Engineer

THROUGH: Tori Barnett, MMC, Interim City Manager

SUBJECT: ANDERSON PERRY NOTICE TO PROCEED FOR PROFESSIONAL ENGINEERING SERVICES FOR ADDITIONAL SANITARY SEWER REPLACEMENT DESIGN, BIDDING, AND CONSTRUCTION ADMINISTRATION SERVICES WORK FOR SPRING 2015

DATE: January 26, 2015

SUMMARY:

Attached are the following documents:

- Proposal for Professional Engineering Services (Work Order 7)
- Proposed Fee Estimate – included in Work Order 7

We request the City of Ontario provide Notice to Proceed to Anderson Perry design engineers to develop additional construction drawings and update contract documents to include several of the City's "hot spot" sanitary sewer problem areas.

PREVIOUS COUNCIL ACTION:

The Council has previously approved the Work Order 6-Revised, dated April 15, 2014 to conduct the initial sanitary sewer replacement work identified by the City Public Works staff. The original amount of work incorporated nearly 1,600 linear feet of existing sanitary sewer mainline and manholes.

BACKGROUND:

Existing Conditions

Wastewater entering the Ontario collection system is high in hydrogen sulfide gas. This acidic product corrodes the exposed surfaces of concrete pipe and manholes, causing severe structural damage over time. The City has consistently been upgrading its concrete pipe and manholes with new plastic pipe and concrete manholes with polyurethane-lined manholes.

Recommendations

In addition to the sanitary sewer replacement work already developed by Anderson Perry in Work Order 6 Revised, addition of these “hot spot” sections of sanitary sewer mainline and manholes is recommended. The “hot spots” are sections of pipe and manholes that need more attention than is typical. Several plug easily, creating potential overflow situations or other such safety hazards.

We recommend developing the bid document in such a manner that budget can be met by eliminating deductive alternates. In this manner, the City takes full advantage of their available budget while not overspending. If there are deductive alternate segments of pipe that do not get completed in this project construction cycle, the design is complete and can easily be done at a different time when funds are available.

Because the City’s Fiscal Year bisects the middle of the construction season, we anticipate the construction work will not be fully completed in this current Fiscal Year. This could be to the City’s benefit in taking of budgets from two separate fiscal years.

ALTERNATIVE:

The City Council could choose to not authorize the Notice to Proceed for Anderson Perry. If authorization is denied, the existing work would still continue forward as planned and that portion of work would be constructed this spring and summer, given a successful bid occurs.

FINANCIAL IMPLICATIONS:

Work will be billed on a lump sum basis, in accordance with the estimate included in the Word Order. The City Engineer will manage the work identified to the aggregate total budget amount (\$19,000), which shall not be exceeded without prior written authorization from the City. Funds would be taken from Line Item 110-165-719312 Sanitary Sewer-Hot Spots

RECOMMENDATION:

Staff recommends issuing a Notice to Proceed for Professional Engineering Services for the Additional Sanitary Sewer Replacement Design, Bidding, and Construction Administration Services Work for the spring of 2015.

PROPOSED MOTION:

I move that the City Council authorize a Notice to Proceed for Professional Engineering Services by Anderson Perry to conduct the Additional Sanitary Sewer Replacement Design, Bidding, and Construction Administration Services Work for the spring of 2015 in the amount of \$19,000 for design and \$5,000 for Construction Administration Services.

**WORK ORDER – City of Ontario, Oregon, and Anderson Perry & Associates, Inc.
Wastewater Collection System Improvements - 2015**

Work Order No. 7

Job No. 53-95

Date: January 23, 2015

I. SCOPE OF SERVICES

In accordance with the AGREEMENT FOR GENERAL ENGINEERING SERVICES dated May 8, 2012, the OWNER hereby authorizes the ENGINEER to perform the following professional engineering services:

Assist the OWNER with topographic surveying and Design Engineering services for the OWNER's planned 2015 Wastewater Collection System Improvements. The proposed improvements include replacing approximately 1,750 lineal feet of collection system main line, including replacing approximately 13 manholes, and sewer service line replacement and reconnection. The main line will be replaced using open trench methods or trenchless methods, depending on the bidding results and the method selected by the Contractor. It is the OWNER's intent to bid the project with both alternatives available to the Contractor for the proposed improvements.

The ENGINEER may also assist the OWNER with construction engineering services, should the OWNER elect to utilize the ENGINEER during bidding and construction.

This Work Order No. 7 represents approximately 1,750 additional feet of wastewater collection system improvements. The work represented by Work Order No. 7 is an addition to the work described in Work Order No. 6-Revised, which was for approximately 1,525 lineal feet of collection system improvements. Work represented by Work Orders No. 6-Revised and No. 7 (a total of approximately 3,275 lineal feet of collection system improvements) will be delivered as a single project.

The scope of services is outlined as follows:

Design Engineering

Upon approval by the OWNER of the project scope and opinion of probable total project cost, and upon approval to proceed, the ENGINEER shall:

1. Complete the necessary project surveying and mapping; accomplish the final designs of the project; prepare final Drawings, Specifications, and Contract Documents; and make adjustments as needed to the opinion of probable construction cost and probable total project cost based on these final designs. Design review meetings will be held with the OWNER at the 50 and 90 percent complete stages.
2. Prepare and furnish six (6) copies of the Bidding Documents for review and approval by the OWNER, its legal counsel and other advisors as appropriate, and

appropriate agencies. The ENGINEER's services under the Design Engineering Phase shall be considered complete when the final Bidding Documents are approved by the OWNER and other governmental authorities having jurisdiction.

Construction Engineering

The ENGINEER shall assist the OWNER with advertising, bidding, and award of the proposed improvements project. The OWNER intends to complete construction management and oversight of the project. The ENGINEER can assist with these services if needed. After acceptance by the OWNER and appropriate agencies of the Bidding Documents and upon authorization by the OWNER to proceed, the ENGINEER shall:

1. Assist the OWNER in advertising for and obtaining bids for the work and maintain a record of prospective bidders to whom Bidding Documents have been issued. Answer questions from prospective bidders and suppliers.
2. Furnish copies of the Bidding Documents as required by prospective bidders, material suppliers, and other interested parties. The ENGINEER may charge bidders and suppliers for such copies to offset the cost of printing and handling expenses.
3. Issue Addenda as appropriate to clarify, correct, or change the Bidding Documents.
4. Consult with the OWNER as to the acceptability of the subcontractors, vendors, suppliers, and other persons and entities proposed by the Contractor for those portions of the work as to which such acceptability is required by the Bidding Documents.
5. Prepare a Bid tabulation sheet, and assist the OWNER in evaluating Bids or proposals, and in assembling and awarding contracts for the work.

The following services may be added to the ENGINEER's scope of services by addendum to this Work Order if desired by the OWNER.

6. After the award of the construction contract by the OWNER, meet with the Contractor and the OWNER in a Preconstruction Conference to discuss project schedules, procedures, etc.
7. Review and take other appropriate action with respect to Shop Drawings and Samples and other data which the Contractor is required to submit. Such action is only to determine conformance with the information given in the Contract Documents and compatibility with the design concept of the completed project as a functioning whole as indicated in the Contract Documents. Such review or other action will not extend to means, methods, techniques, sequences, or procedures of construction or to safety precautions and programs incident thereto.

8. Provide general engineering review of the work of the Contractor as construction progresses. The ENGINEER shall also provide a part- or full-time Project Representative on site as appropriate to review the work. The ENGINEER shall keep the OWNER informed as to any known deviations from the general intent of the Contract Documents or agreements made at the Preconstruction Conference. Copies of regular progress reports will be sent to the OWNER and the Contractor. The ENGINEER's undertaking hereunder shall not relieve the Contractor of his/her obligation to perform the work in conformity with the Drawings and Specifications and in a workmanlike manner. The ENGINEER shall not, as a result of such observations of the Contractor's work in progress, supervise, direct, or have control over the Contractor's work, nor shall the ENGINEER have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected by the Contractor, for safety precautions and programs incident to the work of the Contractor, or for any failure of the Contractor to comply with laws, rules, regulations, ordinances, codes, or orders applicable to the Contractor's furnishing and performing the work. Accordingly, the ENGINEER neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.
9. Keep the OWNER informed concerning progress of the work and attend meetings held by the OWNER, outside agencies, and the Contractor as they relate to the project.
10. Issue necessary clarifications and interpretations of the Contract Documents as appropriate to the orderly completion of the work. Such clarifications and interpretations will be consistent with the intent of and reasonably inferable from the Contract Documents. The ENGINEER may issue Field Orders authorizing minor variations from the requirements of the Contract Documents.
11. Prepare change orders for the OWNER's approval that are necessary for the proper completion of the work by the Contractor.
12. Review the Contractor's requests for progress payments and, based upon on-site observation, recommend the amounts the Contractor should be paid. Such recommendations of payment will constitute the ENGINEER's representation to the OWNER, based on such observations and review that, to the best of the ENGINEER's knowledge, information, and belief, the work has progressed to the point indicated. In the case of unit price work, the ENGINEER's recommendations of payment will include determinations of quantities and classifications of such work (subject to any subsequent adjustments allowed by the Contract Documents).

By recommending any payment, the ENGINEER shall not thereby be deemed to have represented that observations made by the ENGINEER to check the quality or quantity of the Contractor's work as it is performed and furnished have been exhaustive, extended to every aspect of the work in progress, or involved detailed inspections of the work beyond the responsibilities specifically assigned to the

ENGINEER in this Agreement and the Contract Documents. Neither the ENGINEER's review of the Contractor's work for the purposes of recommending payments, nor the ENGINEER's recommendation of any payment including final payment, will impose on the ENGINEER any responsibility to supervise, direct, or control such work or for the means, methods, techniques, sequences, or procedures of construction or safety precautions or programs incident thereto, or the Contractor's compliance with laws, rules, regulations, ordinances, codes, or orders applicable to the Contractor furnishing and performing the work. It will also not impose responsibility on the ENGINEER to make any examination to ascertain how or for what purposes the Contractor has used the monies paid on account of the Contract Price, or to determine that title to any of the work, materials, or equipment has passed to the OWNER free and clear of any liens, claims, security interests, or encumbrances, or that there may not be other matters at issue between the OWNER and the Contractor that might affect the amount that should be paid.

13. Receive and review maintenance and operating instructions, schedules, guarantees, bonds, certificates, or other evidence of insurance required by the Contract Documents, certificates of inspection, tests and approvals, and marked-up record documents including Shop Drawings, Samples, and other data and marked-up Record Drawings which are to be assembled by the Contractor in accordance with the Contract Documents.
14. Prepare and furnish to the OWNER one (1) set of reproducible Project Record Drawings showing appropriate record information based on project documentation received from the Contractor and the ENGINEER's Project Representative. It is recognized that these Drawings may contain some discrepancies and omissions and will not necessarily represent "exact" field conditions.
15. Following notice from the Contractor that the Contractor considers the entire work ready for its intended use, and in company with the OWNER, appropriate outside agencies, and the Contractor, conduct an inspection to determine if the work is substantially complete. If, after considering any objections of the OWNER, the ENGINEER considers the work substantially complete, the ENGINEER shall deliver a certificate of Substantial Completion to the OWNER and the Contractor.
16. In company with the OWNER's representatives and appropriate outside agencies, conduct a final inspection to determine if the completed work of the Contractor is acceptable so the ENGINEER may recommend, in writing, final payment to the Contractor.
17. The Construction Engineering services shall be considered complete when the Construction Project is accepted by the OWNER.

II. SPECIAL CONDITIONS

SPECIAL CONDITIONS related to this WORK ORDER are as follows:

The OWNER will provide all pertinent data related to the proposed improvements, including television inspection data, etc. The OWNER will also provide assistance related to the desired method of improvements including bidding strategies, etc., and direction to the locations of the proposed improvements.

The OWNER will also be responsible for construction management and observation. The ENGINEER can assist with this process, if requested by the OWNER.

III. BASIS OF PAYMENT

- Time and Materials Basis (\$5,000 for bidding assistance and for additional Construction Engineering, if requested.)
- Lump Sum Basis = (Lump Sum Amount: \$19,000 for Design Engineering)
- Hourly Fee Basis
- Other as described hereafter:

IV. AUTHORIZATION OF WORK ORDER

OWNER: **City of Ontario, Oregon**

By: _____

Type Name: _____

Acceptance by ENGINEER: **Anderson Perry & Associates, Inc.**

By: Brad D. Baird

Type Name: Brad D. Baird, P.E., President

AGENDA REPORT
February 2, 2015

TO: Mayor and City Council

FROM: Larry Sullivan, City Attorney

THROUGH: Tori Barnett, Interim City Manager

SUBJECT: ORDINANCE NO. 2698-2015, AN ORDINANCE AMENDING CITY CODE SECTION 3-11-4 BY DELETING THE REQUIREMENT OF 3-11-4(B) TO BUDGET FUNDS FOR STREET MAINTENANCE ACTIVITIES FOR TEN YEARS -FIRST READING

DATE: January 20, 2015

SUMMARY:

Attached is the following document:

- Ordinance No. 2698-2015

BACKGROUND:

At the City Council work session on January 15, 2015, the Council amended the agenda for the January 20, 2015, public meeting to include as a new business item a discussion of an ordinance to change City Code Section 3-11-4(B) concerning the allocation of the City's Transient Occupancy Tax (TOT). A number of Council members wanted to discuss such an ordinance.

The City receives taxes from people that stay in the City's motels. Before November, 2013, Section 3-11-4 of the Ontario City Code said that 52.5% of those taxes had to be paid into the City's street fund for street maintenance. Between 2005 and 2012, City staff and the City Council failed to follow that Code section and did not spend any of the TOT funds received for street maintenance. Michael Long, a former City finance director, brought the misallocations to the Council's attention at the end of 2012.

After many months of discussion, the Council passed Ordinance 2685-2013 in November, 2013, to require the City to correct the misallocations by budgeting an additional \$202,648 annually for ten year for street maintenance activities. That ordinance also reduced the amount that had to be spent for street maintenance activities from 52.5% of the TOT funds received by the City to 26.5%.

If the City Council approves Ordinance 2698-2015, the City will no longer be required to budget \$202,648 annually for street maintenance activities in order to comply with City Code Section 3-11-4(B). The other requirement in Section 3-11-4 that 26.5% of TOT funds be used for street maintenance activities would remain in effect.

The City Council may delete subsection (B) of City Code Section 3-11-4 and may discontinue paying \$202,648 annually for street maintenance without violating any laws.

RECOMMENDATION:

Staff makes no recommendation as to Ordinance No. 2698-2015.

PROPOSED MOTION:

I move the City Council approve Ordinance No. 2698-2015, AN ORDINANCE AMENDING CITY CODE SECTION 3-11-4 BY DELETING THE REQUIREMENT OF 3-11-4(B) TO BUDGET FUNDS FOR STREET MAINTENANCE ACTIVITIES FOR TEN YEARS, on First Reading by Title Only.

ORDINANCE NO. 2698-2015

**AN ORDINANCE AMENDING CITY CODE SECTION 3-11-4
BY DELETING THE REQUIREMENT OF 3-11-4(B) TO
BUDGET FUNDS FOR STREET MAINTENANCE ACTIVITIES FOR TEN YEARS**

- WHEREAS,** Ordinance 2685-2013, passed on November 4, 2013, by the City Council, added subsection (B) to City Code Section 3-11-4 to require the City to budget \$202,648.00 annually for ten years to correct prior transient room tax misallocations which allocated City funds to the general fund instead of the street fund, contrary to the provisions of City Code Section 3-11-4; and
- WHEREAS,** The misallocations referred to in Ordinance 2685-2015 occurred between the years 2005 and 2012, and were approved by the City Council through its normal budget process; and
- WHEREAS,** The misallocations referred to in Ordinance 2685-2015 caused the City to be out of compliance with former City Code Section 3-11-4, but did not violate any other provisions of Oregon law and did not establish a debt which the City was legally obligated to repay to the street fund; and
- WHEREAS,** The City Council may amend City Code Section 3-11-4 to delete subsection 3-11-4(B) without causing the City to be out of compliance with Oregon law or the City Code; and
- WHEREAS,** The City has complied with City Code Section 3-11-4(B) to date; and
- WHEREAS,** The ten-year budget requirement of City Code Section 3-11-4(B) will continue to reduce the amount available to the City for its general operations and will have a negative impact on a number of City programs and departments; and
- WHEREAS,** It is in the best interest of the City to delete subsection (B) of City Code Section 3-11-4.

NOW THEREFORE, The Common Council For The City Of Ontario Ordains As Follows:

Section 1. Section 3-11-4 of Chapter 11 of Title 3 of the Ontario City Code is hereby amended by deleting those portions that are stricken:

3-11-4 - Distribution of proceeds.

~~(A)~~ Every operator liable for the collection and remittance of the tax imposed by Section 3-11-3, may withhold three and seventy-five one hundredths percent (3.75%) of the net tax due under that Section to cover the operators expense in the collection and remittance of said tax. The balance of the funds collected and remitted to the City shall be distributed as follows:

Twelve and five tenths percent (12.5%) of the gross tax collected shall go to the Ontario Parks and Recreation and/or community enhancement projects.

Twenty-six and twenty-five hundredths percent (26.25%) shall be dedicated to street maintenance activities.

Twenty-six and twenty-five hundredths percent (26.25%) shall be deposited into a public safety reserve account to be spent for public safety activities as directed by the City Council.

Twenty-two and five tenths percent (22.5%) shall be divided with thirty thousand dollars (\$30,000.00), to be distributed in monthly payments of two thousand five hundred dollars (\$2,500.00) each to a grant fund to be administered by a Visitor and Convention Board created pursuant to the Agreement to Provide Tourism Promotion Services between the City of Ontario and the Chamber of Commerce dated September 3, 1997, and the balance to go to the Ontario Chamber of Commerce for tourist promotion, subject to the Chamber's performance in accordance with the terms and conditions of the Agreement to Provide Tourism Promotion Services between the City of Ontario and the Chamber of Commerce dated September 3, 1997.

Twelve and five tenths percent (12.5%) shall be placed in a dedicated fund to be held for distribution pursuant to an agreement to be negotiated between the City of Ontario, Four Rivers Cultural Center (FRCC) and the Hotel Operators and approved by the Ontario City Council.

~~(B) In order to correct transient room tax misallocations in the amount of \$2,026,480 that occurred between July 1, 2005, and December 31, 2012, the City shall budget \$202,648 annually for street maintenance activities for ten years, starting in the 2013-2014 budget year. This is in addition to the 26.25% of transient room tax revenues allocated to street maintenance activities under subsection (A) of this Ordinance. This is also in addition to any unexpended street maintenance funds carried over from prior budget years.~~

PASSED AND ADOPTED by the Common Council of the City of Ontario this ____ day of _____, 2015, by the following vote:

AYES:

NAYS:

ABSENT:

APPROVED by the Mayor this ____ day of _____, 2015.

ATTEST:

Ron Verini, Mayor

Tori Barnett, MMC, City Recorder

Provided by Kari Ott, Finance
January 21, 2015

26.25% of the motel occupancy tax goes to the street fund which is approximately \$16,200 monthly (\$194,400 annually). The general fund not only *lost* the revenue it had been erroneously receiving [*52.5% motel occupancy tax* (\$32,400 monthly /\$388,800 annually)], but has also had the amount available to spend decreased by \$1,894,474. If we don't pay the "loan" back anymore, the city will have \$1,489,178 additional funds to budget for expenditure (or contingency) in the general fund. The street fund will continue to receive the 26.25% [\$194,400] annually from the TOT.

Discussion/Information /Hand-Out Items

City Council Meeting
February 2, 2015



January 24th, 2015

Tori Barnett
City Manager
City of Ontario
444 SW 4th st
Ontario Oregon 97914

Dear Tori,

In January of each year, I either write to or meet with the City Manager to review the last year and look forward to the coming year as it relates to Solid Waste and Recycling in Ontario. I will give you an overview in this letter and if you would like to meet personally, please let me know. I realize that you have a busy schedule and I am flexible concerning times to meet if you so wish.

During 2014, Ontario Sanitary Service continued to provide the solid waste and recycling services necessary in Ontario to meet the needs of the residents and businesses in the community. The curbside recycling program for residents on garbage service collected over 300 tons of material for recycling. The residential recycling program is a State mandated program. The legislation that requires providing this program includes allowing the net cost of the program to be recovered by the provider through the garbage collection rates. The market value for the residential materials collected has dropped to a level where we can barely get the freight costs covered. There are many factors that effect this, some short term and some long term. If the value continues to remain this low, it might be necessary to adjust the rates to cover the collection, processing, and freight costs incurred in providing this program.

2014 was the fourth year of our yard waste collection program, with over 300 households participating in this program, diverting over 160 tons of yard waste from the landfill to a composting program. This is a voluntary, fee based program offered to customers who wish to participate. In January we assisted the Boy Scouts in their Christmas tree collection program, collecting and composting Christmas trees from Ontario residents.

The garbage collection rates in Ontario have not changed since 2008. The franchise allows for a rate adjustment each year based on inflation but because of the economy and the sensitivity to rising costs to all people, Ontario Sanitary Service has not raised the rates during this time. Like many other entities, both public and private, we have worked hard at controlling costs and cutting where necessary to continue to provide the same services within the rates charged. Falling fuel prices this year have helped offset other cost increases. As mentioned earlier, should the value of the materials collected for

recycling remain low, adjusting the collection rates within the parameters allowed in the franchise might be necessary.

The winter of 2014 has started with the challenge of a very early snow and cold temperatures. Even though temperatures dropped below zero in November and December, Ontario Sanitary Service has continued to service all customers on their scheduled day.

No major changes are planned for 2015. Our efforts to improve the recycling opportunities will continue. Besides the curbside recycling program for residents, Ontario Sanitary Service also offers commercial recycling collection for businesses, electronics recycling at the transfer station, and yard waste collection during the spring, summer, and fall.

We will continue to monitor legislation that would affect the City of Ontario and Ontario Sanitary Service at the State level. I have attended meetings and have kept close watch on possible DEQ sponsored legislation that would increase tipping fees on waste collected and disposed of. Our state association also watches this closely. Should legislation appear, I will contact Representative Bentz and go over the impact it would have on the residents and businesses in Ontario. I will also keep you informed as information is available.

Our fleet is in excellent condition, and we will continue to improve and upgrade our equipment as needed. During the spring and summer, we will continue to work on repainting containers marked with graffiti.

If there is anything that you or the City Council would like to see us do differently or need any further explanation on how we provide waste and recycling services, please let me know.

I appreciate you taking the time to read this over and sharing it with the City Council. If you have any questions or would like to meet personally, please let me know.

Sincerely,

Scott Wilson

Scott Wilson
President
Ontario Sanitary Service
541-889-5719
swilson@srvinet.com

MALHEUR COUNTY COURT MINUTES

DECEMBER 10, 2014

County Court met with Judge Dan Joyce presiding with Commissioner Don Hodge and Commissioner Larry Wilson present. Staff present was Administrative Officer Lorinda DuBois and County Counsel Stephanie Williams.

Also present was Larry Meyer of the Argus Observer and Jon Braese of the Malheur Enterprise.

DEBRIS MANAGEMENT PLAN

Emergency Services Coordinator Lieutenant Rob Hunsucker met with the Court and reviewed a proposed Debris Management Plan. The purpose of the plan is to facilitate and coordinate the removal, collection, and disposal of debris following a disaster, to mitigate against potential threats to the health, safety, and welfare of impacted citizens and to expedite recovery efforts. Natural and man-made disasters can precipitate a variety of debris such as trees, gravel, and building materials. In the event of a major or catastrophic disaster, Malheur County may have difficulty in locating staff, equipment, and funds to devote to debris removal; as such, private contractors would play a significant role in the debris removal and disposal process. Lieutenant Hunsucker and the Court members discussed the plan; Lieutenant Hunsucker will make some clerical corrections to the draft plan and return at a later date for the Court's final approval of the plan. After final approval, the Debris Management Plan will be included in the County Emergency Operations Plan.

COURT MINUTES

Judge Joyce moved to approve Court Minutes of December 3, 2014 as written. Commissioner Wilson seconded and the motion passed. (Commissioner Hodge was not present on December 3, 2014.)

PLANNING DEPARTMENT

The Court members are individually reviewing applications received for the Assistant Planner position and then will contact Ms. DuBois to make interview arrangements.

CROSSING PERMIT

Commissioner Wilson moved to approve Crossing Permit #55-14 to WindWave Communications for installation of fiber optic line on SE 5th Avenue #973 and Claude Road #1568. Commissioner Hodge seconded and the motion passed unanimously. The original permit will be kept on file at the Road Department.

ECONOMIC DEVELOPMENT LETTER

The Court signed a letter requesting that all business leads between the State of Oregon and Malheur County be directed through the Malheur County Economic Development Department. The letter will be sent to SREDA and Business Oregon. See instrument # [2014-3938](#)

CONTINUATION OF PUBLIC HEARING - HEALTH DEPARTMENT PUBLIC HEALTH FEES; STAFF VACANCY

Present for the continuation of the public hearing to consider increases to Public Health Fees collected by the Health Department were Health Department Director Terra Frenken and Nursing Supervisor Rebecca Stricker.

Judge Joyce opened the hearing.

Ms. Stricker presented the final proposed fee schedule.

No public comments were received.

Judge Joyce closed the hearing.

Commissioner Wilson moved to approve Resolution No. R14-32 setting forth fees to be charged and collected for public health services provided by the Health Department. Commissioner Hodge seconded and the motion passed unanimously. See instrument # [2014-3937](#)

Ms. Frenken also requested authorization to fill an upcoming billing specialist vacancy. Commissioner Wilson moved to authorize filling the position. Commissioner Hodge seconded and the motion passed unanimously.

ALERTSENSE

AlertSense Executive Vice-President Jim Borchers met with the Court and gave a presentation on their services; also present was David from AlertSense. AlertSense provides mass notifications services that are tailored to meet the needs of the customer; alerts can be provided to the public and/or within individual agencies. The system can use reverse 911 to provide emergency notifications to citizens for incidents such as wildfires or floods. The systems also uses social media to issue alerts information; and can provide access to the federal IPAWS system. An annual subscription for AlertSense would be in the \$5,000 to \$6,000 range. Various agencies could utilize the system; the system is extremely secure and individual agencies would only have access to their own account. Other agencies that may benefit from the system could include school districts, cities, and irrigation districts.

Mr. Braese left the meeting.

CONSENT TO ANNEXATION - SUNSET DRIVE

City of Ontario Attorney Larry Sullivan met with the Court regarding annexation of a portion of Sunset Drive. Mr. Sullivan explained that the City is requesting the County's consent to annexation of right-of-way of a small portion of Sunset Drive adjacent to Tax Lot 1100. Commissioner Wilson moved to approve Malheur County Consent to Right-of-Way Annexation for a portion of Sunset Drive. Commissioner Hodge seconded and the motion passed unanimously. See instrument #[2014-3939](#)

DISTRICT ATTORNEY CORRESPONDENCE

Commissioner Hodge asked for an update on the correspondence the Court had received from District Attorney Dan Norris. Judge Joyce said he had a conversation with Management Assistant Marilee Aldred. The consensus of the Court was that when the outstanding checks issued to the District Attorney's Office by the Department of Justice in connection with the 45th Parallel case are deposited with the County Treasurer the Court will discuss with Mr. Norris a personal service contract with Mike Dugan for the period January 1, 2015 through June 30, 2015.

ELEVATOR PROJECT

Maintenance Specialist Don Dalton met with the Court concerning the elevator project. An estimate for analysis of the soil and groundwater was obtained from Materials Testing & Inspection. (MTI). The estimate is somewhat less than the estimate obtained from the Eugene company as Materials Testing & Inspection's scope of work differs. Staff believes that the proposed scope of work from MTI is sufficient. MTI will bore four wells and obtain samples for analysis; a written summary of findings will be prepared. A contract with MTI will be considered at the next County Court meeting.

Ms. Williams also discussed draft language in the contract with Department of Justice (DOJ) for the project. Ms. Williams will propose alternative language to DOJ.

COURT ADJOURNMENT

Court was adjourned.

MALHEUR COUNTY COURT MINUTES

JANUARY 7, 2015

County Court met with Judge Dan Joyce presiding with Commissioner Don Hodge and Commissioner Larry Wilson present. Staff present was Administrative Officer Lorinda DuBois.

Also present was Larry Meyer of the Argus Observer and Jon Braese of the Malheur Enterprise.

ROAD DEPARTMENT

Road Supervisor Richard Moulton met with the Court. Mr. Moulton presented a Crossing Permit for the Court's consideration. Commissioner Hodge moved to approve Crossing Permit #56-14 to RUF Excavation & Irrigation for installation of pipe on Hill Road #681. Commissioner Wilson seconded and the motion passed unanimously. The original permit will be kept on file at the Road Department.

Mr. Moulton also updated the Court on various department matters. Mr. Moulton is contracting with Seubert Excavators for a rock crushing project at the Vines Hill pit; 10,000 yard will be crushed at \$5.61 per yard.

Several pieces of equipment need replaced; currently looking to purchase a Forest Service owned dump truck; will be installing a dump bed on the truck purchased this last summer; and looking to replace a backhoe.

SHERIFF'S OFFICE

Undersheriff Travis Johnson met with the Court and provided an update of research on propane autogas; the Sheriff's Office has been considering converting vehicles in its fleet to propane autogas for some time now. Polk County Sheriff's Office converted their fleet to autogas and reports a substantial savings on fuel costs. Blue Star Gas is the primary autogas dealer in the West Coast. Not all vehicles can be converted to autogas but Blue Star Gas is certified to convert many models of vehicles - within the Sheriff's fleet the Crown Vics, some Expeditions and possibly the F150s could be converted. Vehicles converted to autogas could still use gasoline also when needed. Additionally, the equipment can be transferred between cars as vehicles are replaced.

The cost of conversion is approximately \$5,500-\$6,000 per vehicle. Blue Star Gas is offering the conversion for free if there are six or more vehicles converted at the same time. Undersheriff Johnson asked the Court if they would be interested in converting some of the vehicles in the County fleet to autogas. The Sheriff's Office does not plan to convert vehicles in its department that would be taken out of service in the near future. A fueling station would also be needed as there are no autogas stations in our area. A fueling station could cost \$40,000 to \$70,000, however, Blue Star Gas will install a fueling station free of charge if enough vehicles are converted.

Undersheriff Johnson will do more research on the matter; Blue Star Gas will also prepare a cost analysis for the fleet. It is estimated that autogas costs about \$1 a gallon less than gasoline.

COURT MINUTES

Commissioner Hodge moved to approve Court Minutes of December 17, 2014 as written. Commissioner Wilson seconded and the motion passed unanimously.

ORDER APPOINTING JUSTICE OF THE PEACE PRO TEMPORE

Commissioner Wilson moved to approve Order GO-01-15, Order Appointing Justice of the Peace Pro Tempore for Malheur County Justice Court During the 2015 Calendar Year. Commissioner Hodge seconded and the motion passed unanimously. See instrument # [2015-0042](#)

ORDER - INVESTING ANY SINKING FUND, BOND FUND, OR SURPLUS FUNDS

Commissioner Wilson moved to approve Order GO-02-15, In the Matter of Investing Any Sinking Fund, Bond Fund or Surplus Funds. Commissioner Hodge seconded and the motion passed unanimously. See instrument # [2015-0040](#)

RESOLUTION - AUTHORIZATION OF REFUNDS BY TAX COLLECTOR

Commissioner Wilson moved to approve Resolution R15-1, In the Matter of Authorization of Refunds by Tax Collector. Commissioner Hodge seconded and the motion passed unanimously. See instrument # [2015-0041](#)

BOPTA ORDER - AMENDED

Commissioner Wilson moved to approve Amended Order #GO-10-14; In the Matter of the Appointment of Members to the 2015 Board of Property Tax Appeals Chairperson's Pool and Non-Office Holding Pool. Commissioner Hodge seconded and the motion passed unanimously. Mike Kurth had to resign due to unforeseen circumstances and Gary Fugate is willing to serve on BOPTA. See instrument # [2015-0038](#)

MEDICAL SERVICES CONTRACT - AMENDMENT

Judge Joyce moved to approve Third Amendment to Personal Service Contract for Medical Services in the Malheur County Jail, Which was Recorded with the Malheur County Clerk as Instrument Number [2011-1585](#). Commissioner Hodge seconded and the motion passed unanimously. The amendment adds the additional services of a second registered nurse. See instrument # [2015-0039](#)

EOCA DUES

The Court authorized the payment of Eastern Oregon Counties Association (EOCA) dues in an amount not to exceed \$15,000.

CLERK'S OFFICE VACANCY

The Court authorized staff to proceed with the hiring process to fill a current vacancy in the Clerk's Office.

County Counsel Stephanie Williams joined the meeting.

IGA WITH DOJ - ELEVATOR

Commissioner Hodge moved to approve Courthouse Improvement - Intergovernmental Agreement OJD Contract No. 150519 with the Oregon Judicial Department. Commissioner Wilson seconded and the motion passed unanimously. OJD has agreed to provide up to \$275,000 from the 2013-2015 Oregon Judicial Department budget for the elevator capital improvement project in the Courthouse. A copy of the IGA will be returned for recording.

Ms. Williams told the Court that the Scope of Work for the ground analysis from Material Testing & Inspection was modified which significantly reduced the projected cost of the analysis.

LAKE OWYHEE ROAD

Ms. Williams updated the Court on the Federal Lands Access Program (FLAP) application. Malheur County and BLM are the partners in the FLAP application; Ms. Williams has submitted the draft application to BLM for their review and will meet with BLM staff next week. The proposal is requesting \$425,000 to develop a plan to improve and enhance Lake Owyhee Road, which may include design of the road, widening and safety features. Nyssa Road District has requested Ms. Williams meet with their board regarding the application as a portion of the road is in their jurisdiction and it has been requested that they contribute funds to the project. The application is due the end of January 2015.

Weed Inspector Gary Page joined the meeting.

CITY OF ONTARIO

manager
Interim City Planner *Tori Barnett*, Mayor Ron Verini, Councilor Charlotte Fugate, and Police Chief Mark Alexander met with the Court. Ms. Barnett and Chief Alexander explained the ongoing effort to cleanup the city and that there are some properties that border the city limits that have nuisance issues. Chief Alexander requested the Court consider allowing the City to enforce its nuisance code in certain areas of the urban growth boundary. The primary focus is frontage properties that are visible from main roadways going through Ontario or by Ontario. Examples of nuisances are garbage, junk cars and weeds.

Ms. Williams explained that this issue was discussed several years ago with Interim City Manager Mike Kee. The main concern about the proposal is selective enforcement of only certain areas. One possible alternative would be for the County to pass an ordinance adopting the City's nuisance code for areas within the urban growth boundary of Ontario (similar to what is currently done for planning and zoning matters); and then partnering to fund ordinance officers.

The Court expressed concerns with selective enforcement as well as concern for the need to be consistent with the other cities within the County. The Court agreed to further exploration and discussions of the matter.

Mayor Verini mentioned that ODOT is working with the City to spray weeds on the fence lines of ODOT roads and some of those areas may border County roads. Mr. Page explained that those areas would be under the jurisdiction of the Ontario Rural Road District; Mr. Page offered to further visit with the City and/or ODOT about those areas.

Ms. Barnett explained the City Council was requesting further information regarding the Court's letter of December 10, 2014 requesting that all business leads between the State of Oregon and Malheur County be directed through the Malheur County Economic Development Department. Commissioner Wilson explained that the County Economic Development Department promotes the entire county and this streamlines communication with the State and inquiring businesses. Economic Development will respond to business leads and coordinate with the communities and partners. Mayor Verini expressed concern with the County's request; and expressed that he felt it was important for all of the cities/partners to be notified of leads and be involved in the decision making.

After much discussion, Commissioner Wilson said he would coordinate a meeting with Economic Development Director Greg Smith and Mayor Verini to discuss the matter and concerns of the city.

TREASURE VALLEY PARAMEDICS

Max Taggart, Attorney for Treasure Valley Paramedics (TVP), briefly met with the Court. Mr. Taggart provided the Court information regarding TVP's nonprofit corporation status and correspondence from Department of Justice (DOJ) requesting the production of financial documents. Mr. Taggart briefly explained DOJ's statutory authority regarding nonprofit corporations. Mr. Taggart will meet with DOJ next week after which additional information may be available. Mr. Taggart requested the Court consider becoming involved in the matter, if necessary, in order to preserve its contract with TVP. The Court members verbally expressed their support of TVP.

COURT ADJOURNMENT

County Court was adjourned.

MALHEUR COUNTY COURT MINUTES

JANUARY 14, 2015

County Court met with Judge Dan Joyce presiding with Commissioner Don Hodge and Commissioner Larry Wilson present. Staff present was Administrative Officer Lorinda DuBois and County Counsel Stephanie Williams.

COURT MINUTES

Commissioner Hodge moved to approve Court Minutes of January 7, 2015 as written. Commissioner Wilson seconded and the motion passed unanimously.

BUDGET OFFICER

Commissioner Wilson moved to appoint Lorinda DuBois as Budget Officer for 2015. Commissioner Hodge seconded and the motion passed unanimously.

County Court was closed and the Ambulance Service District (ASD) was opened.

ORDER RESCINDING LEASE - LONG

Commissioner Wilson moved to approve Order No. GO-03-15: Order Rescinding Lease Entered Into Between Malheur County Ambulance Service District and Stanton Long and Restoring Property to Exempt Status on Tax Roll. Commissioner Hodge seconded and the motion passed unanimously. See instrument #[2014-0149](#)

The ASD session was closed and County Court was reopened.

PROFESSIONAL SERVICES AGREEMENT - ULMER

Commissioner Wilson moved to approve Architecture and Engineering Professional Services Agreement with Gene C. Ulmer for the Circuit Court remodel project in the amount of \$7,500. Commissioner Hodge seconded and the motion passed unanimously. See instrument #[2014-0150](#)

EXECUTIVE SESSION

Executive Session was called in accordance with ORS 192.660(2)(h) Legal Counsel with Judge Joyce presiding and Commissioner Hodge and Commissioner Wilson present. Also present was County Counsel Stephanie Williams and Administrative Officer Lorinda DuBois. No decisions were made during the session.

OWYHEE MINING CO. LLC

By consensus, the Court agreed to not sign the letter presented by Attorney Bob Robertson in regards to the Conditional Use Permit granted to Owyhee Mining Co. LLC. The Court encourages Owyhee Mining Co. LLC to present an Amended Application for a Conditional Use Permit to the Planning Commission in February 2015.

EXECUTIVE SESSION

Executive Session was called in accordance with ORS 192.660(2)(a) Employment of Public Officers, Employees and Agents with Judge Joyce presiding with Commissioner Hodge and Commissioner Wilson present. Also present was Interim Planning Director Alvin Scott and Rhona Haney. No decisions were made during or following the session.

EXECUTIVE SESSION

Executive Session was called in accordance with ORS 192.660(2)(a) Employment of Public Officers, Employees and Agents with Judge Joyce presiding with Commissioner Hodge and Commissioner Wilson present. Also present was Interim Planning Director Alvin Scott and Christopher Heidbrink. No decisions were made during or following the session.

EXECUTIVE SESSION

Executive Session was called in accordance with ORS 192.660(2)(a) Employment of Public Officers, Employees and Agents with Judge Joyce presiding with Commissioner Hodge and Commissioner Wilson present. Also present was Interim Planning Director Alvin Scott and Jamie White. No decisions were made during or following the session.

EXECUTIVE SESSION

Executive Session was called in accordance with ORS 192.660(2)(a) Employment of Public Officers, Employees and Agents with Judge Joyce presiding with Commissioner Hodge and Commissioner Wilson present. Also present was Interim Planning Director Alvin Scott and Austin Enyeart. Mr. Enyeart left the session and those remaining continued discussions. No decisions were made during or following the session.

COURT ADJOURNMENT

Court was adjourned.

**SOUTHEAST AREA COMMISSION ON TRANSPORTATION
REGIONAL PARTNERSHIP
Grant, Harney, and Malheur Counties**

**January 26, 2015
10:00 am PDT / 11:00 am MDT
ODOT District Office
1350 SE 1st Ave, Ontario, OR 97914**

Board Meeting Agenda

Southeast Area Commission on Transportation

- Call to Order; Introductions
- Approval of Minutes of November 24, 2014
- Guest Speakers
 - Freight Permit Process - Christy Jordan, Freight Mobility Coordinator
 - Rough Roads Ahead – Monte Grove
- Regional Updates
 - Small Cities Allotment/Local Projects - Mike Barry
 - Design and Construction Projects – Sean Maloney
 - 2015-2018 schedule – Sean Maloney
 - 2018-2021 STIP schedule – Sean Maloney
 - OTC Update – Monte Grove
 - Other Region updates – Monte Grove
 - City Updates – City Representatives
 - Regional Solutions Team Projects – Scott Fairley/Craig Sipp
 - GEODC Staff Report – Judy Moore
- Business
 - Add Trucking Association Rep. to SEACT, modify Charter – Sean Maloney
 - Other vacant SEACT Positions
 - Meeting Schedule 2015, next meeting March 23, 2015
 - Review and Update SEACT 2013-2015 Charter for OTC approval
 - New Guest Speakers
 - Other business

Adjourn SEACT Meeting

***** Public comments are welcome at any time during the SEACT/SRA meeting *****

The South East Area Commission on Transportation is pleased to comply with the Americans with Disabilities Act (ADA). If you need special accommodations including a sign language interpreter to attend this meeting, a complete agenda packet, or additional information, please contact us at least 48 hours prior to the meeting (contact information below).

Alternate formats available upon request. Thank you.

SEACT (and neighboring ACT's) agendas and minutes located at the ODOT website -

Staffed by: Greater Eastern Oregon Development Corporation (GEODC)

PO Box 1041
2016 Airport Road
Pendleton, OR 97801

Phone: (541) 276-6745
Fax: (541) 276-6071
E-mail: ludy.moore@geodc.net

SEACT Voting Members 2013-2014

GRANT COUNTY

Peggy Gray
John Day City Manager

Patrick Bentz
Regional Airport Manager

Doug Ferguson
Ferguson Surveying & Engineering

Sally Bartlett
Economic Development Coordinator

Boyd Britton
Co-Chairman
County Commissioner

MALHEUR COUNTY

Lynn Findley
Vale City Manager

Dan Joyce
County Judge

Linda Simmons
Private Sector Representative

Roberta Vanderwall
Nyssa City Manager

Ken Freese
Business Owner

~~Alan Daniel
Alternate
City of Ontario
Public Works Director~~

REPLACE WITH
NEW PUBLIC
WORKS DIRECTOR
(CLIFF LEEPER
OR
DAVE VANWAGONER)

Vacant
Alternate

HARNEY COUNTY

Kenton Dick
Burns Paiute Tribe

Steve Grasty
Chairman
County Judge

Bill Wilber
Rancher

~~Kraig Cutsforth
Burns City Manager~~

Vacant Member

Randy Fulton
Alternate
Business Development
Coordinator

AT LARGE MEMBERS

~~Mike Cosgrove
Bike/Ped~~

Angie Jones
Transit

OTA MEMBER

RECRUIT

REPLACE
WITH NEW
CITY MANAGER

ODOT
Sean Maloney
Project Leader
District 14

Judy Moore
Support Staff
Greater Eastern Oregon
Development Corp.

Voting Member

Alternate

Vacant

- E. The SEACT is a voluntary association of government and non-government transportation stakeholders and shall have no legal regulatory, policy or administrative authority
- F. The SEACT process and resulting recommendations shall comply with relevant laws, regulations and policies
- G. The SEACT meets the definition of a "Governing Body" and falls under the requirements of the Public Meetings Law, ORS 192.610 to 192.690
- H. The SEACT members shall comply with the requirements of Oregon Government Standards and Practices laws concerning conflict of interest
- I. The SEACT should apply a statewide perspective to address the Transportation System with primary focus on the state Transportation System
- J. ACTs should also consider Regional and local transportation issues
- K. The SEACT should collaborate with other ACTs to facilitate consideration of issues that have a broader geographic scope

IV. SEACT STRUCTURE AND MEMBERSHIP

A. Geographic Coverage

- 1. Grant, Harney and Malheur Counties, in a Memorandum of Understanding approved on October 6, 1999, formed the Southeast Regional Alliance (SRA) to address common community and economic development issues.
- 2. Grant, Harney and Malheur Counties have established uniform regional boundaries for other state programs
- 3. A Memorandum of Understanding was signed on April 24, 2000, to create a Regional Partnership between the SRA and six state agencies including the Department of Transportation
- 4. At public meetings throughout the region, transportation has consistently been identified as one of the top regional issues
- 5. The SRA was given provisional approval to serve as the SEACT on October 11, 2000 and has functioned in that role since that date

B. Membership

- 1. The three County Courts shall each appoint five members from their respective counties to serve on the SRA/SEACT Board; alternates may be appointed, if desired, to serve in the absence of a Board member. It is the responsibility of the County Courts to monitor its appointed members and determine changes, where needed

Interested parties for the bicycle/pedestrian and transit representatives will submit applications to the appropriate County Commissioners for consideration. Each County Court Commission will review applications and make recommendations for the bicycle/pedestrian and transit representatives to SEACT for final approval. The Bicycle/Pedestrian and Transit representatives will apply to their prospective County Court during the month

Comment [JM1]: Add: freight

Comment [JM2]: Add: freight

Comment [JM3]: Add: freight

City of Ontario, Oregon

2015-2016 Budget Calendar

Departments Prepare Requested Budget Documents	January 5 through March 6, 2015
Preliminary Budget Committee Meeting	February 25, 2015
Departments Turn in Budget Documents to Finance	March 6, 2015
Finance Prepare Requested/Proposed Budget	March 7 through March 18, 2015
Preliminary Budget Committee Meetings	March 19, 2015 to April 28, 2015 (as necessary)
Proposed Budget Approved by City Manager	March 19 through March 27, 2015
Proposed Budget Reviewed with Departments	April 16 through April 21, 2015
Finance Prepares 'Proposed Budget' for Budget Committee	April 22 through April 27, 2015
Proposed Budget made available to Budget Committee and Public (on Web site)	April 28, 2015
Publish First Notice of Budget Committee Meeting (5 to 30 days before meeting)	April 20, 2015
Publish Second Notice of Budget Committee Meeting (5 days before meeting)	April 28, 2015
Budget Committee Meetings (Budget Committee approves budget) (Budget Committee approves state revenue sharing)	May 5, 2015 through May 7, 2015
Prepare Budget Summary	May 8, 2015 through May 31, 2015
Publish Budget Summary and Notice of Budget Hearing (5 to 30 days before hearing)	June 1, 2015
Public Hearing by City Council	June 15, 2015
City Council Adopts Budget, Makes Appropriations, Imposes Taxes, and Categorizes Taxes, Election to Receive State Revenues	June 15, 2015
Certify Taxes to County Assessor	By July 15, 2015
File Budget Document with County Clerk	By September 30, 2015