

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

**AGENDA  
SPECIAL MEETING OF THE  
CITY COUNCIL - CITY OF ONTARIO, OREGON  
THURSDAY, MAY 5, 2016, 5:30 P.M., M.T.**

- 1) **CALL TO ORDER**  
Roll Call: Norm Crume \_\_\_\_\_ Tessa Winebarger \_\_\_\_\_ Charlotte Fugate \_\_\_\_\_ Marty Justus \_\_\_\_\_  
Larry Tuttle \_\_\_\_\_ Betty Carter \_\_\_\_\_ Mayor Ron Verini \_\_\_\_\_

- 2) **PLEDGE OF ALLEGIANCE**

This Agenda was posted on Wednesday, May 4, 2016. Copies of the Agenda are available at the City Hall Customer Service Counter and on the city's website at [www.ontariooregon.org](http://www.ontariooregon.org).

- 3) **MOTION TO ADOPT THE ENTIRE AGENDA**

- 4) **DEPARTMENT HEAD UPDATES**

- 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) **NEW BUSINESS**

A) Resolution #2016-115: A Resolution Authorizing the Expenditure of Funds for the Purchase of Code Enforcement Software

- 7) **DISCUSSION/INFORMATION/HAND OUT ITEMS**

- 8) **CORRESPONDENCE, COMMENTS AND EX-OFFICIO REPORTS**

- 9) **ADJOURN**

## AGENDA REPORT

May 5, 2016

TO: Mayor and City Council

FROM: Kari Ott, CPA

THROUGH: Tori Barnett, Interim City Manager

**SUBJECT: RESOLUTION NO. 2016-115: A RESOLUTION AUTHORIZING THE EXPENDITURE OF FUNDS FOR CODE ENFORCEMENT SOFTWARE**

DATE: May 3, 2016

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### **SUMMARY:**

Attached is the following document:

- Resolution 2016-115

The Council approved the purchase of Citizenserve software for use by code enforcement.

### **BACKGROUND:**

The code enforcement department received information on software programs to use for abatements and code enforcement. The Council approved the purchase of the Citizenserve software at the April 18, 2016 City Council meeting. The cost for the program in the initial set up year is as follows:

\$9,600 initial cost of the program

\$1,060 for ipads

\$300 Airwatch licenses

\$40 Verizon

Total cost is \$11,104 for the initial year. The annual maintenance fee for the software will be \$7,200 after the initial year. In order to expend these funds, a budget change through a budget resolution is required.

### **ALTERNATIVE:**

The Council could decline to purchase the software.

### **FINANCIAL IMPLICATIONS:**

It is proposed that the \$11,104 is transferred from the Public Safety Fund Contingency to purchase the software.

### **RECOMMENDATION:**

Staff recommends adoption of Resolution 2016-115.

### **PROPOSED MOTION:**

I move that the City Council adopt Resolution 2016-115, **A RESOLUTION AUTHORIZING THE EXPENDITURE OF FUNDS FOR CODE ENFORCEMENT SOFTWARE.**

**RESOLUTION # 2016-115**

**A RESOLUTION AUTHORIZING THE EXPENDITURE OF FUNDS FOR CODE ENFORCEMENT SOFTWARE**

**WHEREAS,** The code enforcement department needs new software to perform code enforcement and abatement tasks more efficiently;

**WHEREAS,** The Ontario City Council approved purchase of Citizen Serve software at the April 18, 2016 council meeting using funds from the Public Safety Department;

**WHEREAS,** The City will need to expend \$11,104 from the Public Safety Department within the Reserve Fund.

**NOW THEREFORE, BE IT RESOLVED** by the Ontario City Council to approve the following adjustments to the fiscal year 2015-2016 budget:

Line Item	Item Description	FY 15-16 Budget	Amount of Change	Adjusted Budget
<b>RESERVE FUND – PUBLIC SAFETY RESERVE</b>				
055-131-712110	Code Enforcement Software	\$0	\$11,104	\$11,104
055-131-871000	Contingency	\$172,338	(\$11,104)	\$161,234

**Effective Date:** Upon adoption

**Passed and adopted** by the Ontario City Council this 5<sup>th</sup> day of May, 2016.

Ayes:

Nays:

Absent:

**Approved** by the Mayor this 5<sup>th</sup> day of May, 2016.

ATTEST:

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Ronald Verini, Mayor

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Tori Barnett, MMC, City Recorder