

AGENDA
ONTARIO CITY COUNCIL - CITY OF ONTARIO, OREGON
Thursday, August 1, 2013, 1:00 p.m., M.T.

1) Call to order

Roll Call: Norm Crume _____ Jackson Fox _____ Charlotte Fugate _____ Dan Jones _____
Larry Tuttle _____ Ron Verini _____

2) Pledge of Allegiance

This Agenda was posted on Wednesday, July 31, 2013, and a study session was held on Thursday, August 1, 2013. 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) Minutes of Regular Meeting of July 15, 2013 1-7
- B) Approval of the Bills

5) Department Head Updates: Thursday

6) Public Comments: Citizens may address the Council on items not on the Agenda. Out of respect to the Council and others in attendance, please limit your comment to three (3) minutes. This time limit will be enforced. Please state your name and city of residence for the record.

7) Presentation:

- A) Sister City Gift to Council

8) Old Business:

- A) Ordinance #2681-2013: Amend OMC 2-3-6 re Golf Committee [Final Reading] 8-10

9) New Business:

- A) Appointment to Recreation Board: Sarah Poe 11-12
- B) Resolution #2013-128: Accept/Expend Various Donations 13-15
- C) Bid Award: DLT Solutions - Autocad 2014 16-21
- D) Bid Award: DeCroo Masonry - Column Repairs at Evergreen Cemetery 22-25
- E) Bid Award: Vale Electric: Upgrade @ WWTP Headworks Building 26-31
- F) Bid Award: Granite Excavation: WTP #3 Pond Liner 32-39
- G) Purchase Authorization: 1992 Hyster Forklift 40-43
- H) Purchase Authorization: 2010 Pacific-Tek Long Reach Valve & Vac System 44-49
- I) Tree Maintenance Agreement w/Meadow Outdoor Advertising 50-62

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

- 10) **Public Hearing:**
 - A) Ordinance #2680-2013: Airport Annexation and Rezone - Annexing Approximately 48 Acres of Land North of SW 18th Avenue and South of the Ontario Municipal Airport, Rezoning from UGA-Commercial to Airport Development (AD)- (1st and 2nd Reading by Emergency Passage) 63-67

- 11) **Discussion Items:**
 - A) Golf Committee Resignation: Rod Eden
 - B) Mayor Vacancy Discussion

- 12) **Correspondence, Comments and Ex-Officio Reports**

- 13) **Executive Session:**
 - A) ORS 192.660(2)(e)

- 14) **Adjourn**

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

ONTARIO CITY COUNCIL MEETING MINUTES
Monday, July 15, 2013

The meeting of the Ontario City Council was called to order by Council President Dan Jones at 7:00 p.m. on Monday, July 15, 2013, in the Council Chambers of City Hall. Council members present were Norm Crume, Jackson Fox, Charlotte Fugate, Dan Jones, Larry Tuttle, and Ron Verini.

Members of staff present were Jay Henry, Tori Barnett, Larry Sullivan, Mark Alexander, Mike Long, and Bob Walker. The meeting was recorded, and copies are available at City Hall.

Charlotte Fugate led everyone in the Pledge of Allegiance.

AGENDA

Council consensus to add three items to the Agenda: The appointment of Ron Cornmesser to the Public Works Committee as Item 7B; Ordinance #2681-2013: Amend OMC 2-3-6 regarding the Golf Committee as Item 7C; and the possible appointment of Darin Bell to the Budget Board as 7D.

Ron Verini moved, seconded by Jackson Fox, to adopt the Agenda as amended. Roll call vote: Crume-yes; Fox-yes; Fugate-yes; Tuttle-yes; Verini-yes; Jones-yes. Motion carried 6/0/0.

CONSENT AGENDA

Charlotte Fugate moved, seconded by Norm Crume, to approve Consent Agenda Item A: Minutes of the Regular Meeting of July 1, 2013; Item B: Liquor License Application – Change of Ownership “Tha Other Bar”; and Item C: Approval of the Bills.

Bob Walker, Public Works Director, stated that a question about the pivot repair invoice had been asked at the Thursday Work Session and he had indicated it was for repair work at the Malheur Farm, but it was, in fact, at Skyline Farms.

Councilor Jones voiced concern about the appearance of delayed payments to vendors, and asked why that was.

Mr. Henry stated he would look into it. He let the Council know that he and Finance Director Mike Long were looking into some options for getting payments out to vendors more timely.

Roll call vote: Crume-yes; Fox-yes; Fugate-yes; Tuttle-yes; Verini-yes; Jones-yes. Motion carried 6/0/0.

DEPARTMENT HEAD UPDATES

Mike Long, Finance Director, stated he distributed a draft credit card policy, and would like some feedback from the Council on the draft. He would be incorporating the changes into the Financial Policy.

Mr. Long also distributed a report on the SDC's. He wasn't sure when the Council had received an update, so he had covered 2009 to current. It was broken down by SDCs for water, sewer, and transportation.

Mr. Long stated he had received the last invoice for payment on the fire pumper, for just over \$29K. That needed to be approved and sent off for the final payment. He asked that the item be added to the bills for approval.

Norm Crume moved, seconded by Larry Tuttle, to amend the Agenda to include the payment of \$29,296.35 for the final payment of the Fire Department Pumper. Roll call vote: Crume-yes; Fox-yes; Fugate-yes; Tuttle-yes; Verini-yes; Jones-yes. Motion carried 6/0/0.

Charlotte Fugate moved, seconded by Norm Crume, to remit payment in the amount of \$29,296.35 for the final payment on the Fire Department Pumper. Roll call vote: Crume-yes; Fox-yes; Fugate-yes; Tuttle-yes; Verini-yes; Jones-yes. Motion carried 6/0/0.

Mr. Long stated the Auditors were at City Hall today, and would be back tomorrow. They were prepping for the upcoming full audit.

Jay Henry, City Manager, stated on Thursday, July 25th, there would be an LCDC round table in Burns, and the Council was invited to attend. He, along with Alan Daniels, would be going.

Mr. Henry reminded the Council of the upcoming LOC Conference.

Ms. Barnett added that if they registered before the end of July, the registration costs were lower.

Mr. Henry stated he had just returned from attending the OCCMA Conference. The seminars and classes were very interesting, such as Public Employee Unions, Background Performance Reviews, Emerging Financial Trends for 2015, Mentoring and Professional Development, How to Increase the Odds of You and Your Organization Avoiding an Ethical Crisis, and Developing and Maintaining an Effective Working Relationship with the City Council. There had also been a special class led by the State's Budget Officer, who addressed the State's budget.

Mr. Henry stated staff was currently interviewing for the positions of Wastewater and Water Superintendent, as well as for the Facilities Manager. They had conducted some phone interviews to save on travel costs, and the first few looked fairly good. They would be doing more on Tuesday. Face-to-face meetings would be conducted the following week. He hoped to fill those positions quickly.

Mr. Henry stated that Kit Kamo, SREDA, had ads for our area which would be going out in the Site Selection magazine for businesses looking for data centers.

Councilor Jones asked for an update on the installation of the playground equipment at the park.

Mr. Henry stated Public Works was short-staffed right now, but the Public Works Director had instructed them to finish up on what was needed by the city, and then get together with the Rotary Club to get the project completed. It was hoped it would be done within the month. They had a great group of volunteers, but they definitely wanted to ensure it was installed correctly. Also, Mike Long was tracking the costs incurred by the city for the project, so Council would be able to see those.

Mr. Walker stated that following his discussion with Mr. Henry, he had contacted John Bishop, Jay Hysell, and had meted out a plan for getting the project completed. He was making this a top priority, and hoped to have the excavation done within the next two weeks.

Councilor Jones asked that the Council be kept updated. Regarding the WWTP interviews, would the Council know before the position was filled, or offered, or would they just be notified when the individual was hired.

Mr. Henry stated he would make an announcement to the Council. His job was to hire Department Heads, but the Council would certainly be kept updated. This position was below a Department Head. He hoped to have the person on staff within four weeks.

PUBLIC COMMENT(S)

[Copied from hand-out]

Ruth Rolland, Ontario, (See handout from Ruth) *Anyone who has been following the business of City Council over the past few months can't help but feel frustrated and even embarrassed by the problems in our City Council. We have letters in the Argus suggesting recall elections. Many of you also saw the newspaper story about last Thursday's City council Work Session. The newspaper story accurately described what happened at Thursday's meeting. I was there. It was a public meeting. In words spoken by certain City council members, solid Ontario citizens have been publicly criticized and disparaged, simply for stepping forward – as they community-minded citizens they are – to volunteer their time, their energy, their service to restore some balance to the functioning of City Council. Frankly the city council is out of sync with their Mission. Their Mission has been sidetracked – or perhaps hijacked is the right word. Personal ambitions seem to block out the voices calling for FAIRNESS. In fact, the City Council seems to be out of sync with the people of Ontario. This is a community of working people and families, who want the City to support a way of life that is all about COMMUNITY – human relationships – education opportunities, decent jobs that pay decent wages, well-planned streets to attract thriving small merchants, and city-supported bus lines and swimming pool, because these are the things that enable the fabric of the community to grow strong and enduring, and make it attractive to draw new visitors, residents and new business owners. The voices of Ontario's citizens are calling for fairness, and cooperation, to make decisions that are for the common good of the people living and working in the community. Everybody working and living in Ontario has a stake in Ontario's City Council finding its way back to its real purpose, which should be based in the intrinsic value of every man, woman and child who lives, works or visits our City. I must point out that the employees of the City have also endured unfair treatment from this City Council when their last Labor Contract was negotiated. City of Ontario Public Works employees and their supporters are carrying signs again outside City Hall this evening. Just like everyone else in the City, what they want is simply fairness from City Council. They are looking for a mutually negotiated labor contract that conveys and supports mutual RESPECT between the City's leaders and the Public Works employees.*

Councilor Jones stated that the city was looking for some volunteers to assist them in putting together the playground equipment for Rotary Park. He asked that Ms. Rolland approach the Public Works members of the union to see if they would be interested in assisting in that project. It would be a great project, and it would be great if they could all work together to get the project completed over one weekend.

Ms. Rolland stated she had no authority to make that commitment.

Councilor Jones noted that he understood that, but was just asking her to ask that group to come forward to help. If that wasn't possible, okay, but he asked that she at least ask them.

Ms. Rolland stated she would note the request, and perhaps follow-up with Councilor Jones personally.

NEW BUSINESS

Bid Award: McLeran Well Drilling, LLC – Municipal Well #17 (13WAT-02)

Bob Walker, Public Works Director, stated this project was originally approved in the 2011-2013 Budget for \$125,000. Due to other priorities, this project was not started until the city contracted with Anderson-Perry in 2012 to assist in preparing plans, specifications and assisting with the bidding of the project. Staff had spent approximately \$11,500 from the previous budget and had \$112,500 available in the 2013-2014 Budget.

When staff eliminated the 1.5 MGD source of supply from the Idaho Concrete Company gravel pit, it was decided to replace this supply with additional well sources. Staff had since added Wells #15 and #16 which added approximately 0.8 MGD to the supply. This proposed project would add an additional 0.7 to 0.9 MGD to the supply which would result in an overall additional well supply of 1.5 to 1.7 MGD which would completely replace the supply from the Idaho Concrete gravel pit.

The bid opening for the project was done June 27, 2013, and McLeran Well Drilling of Payette was the sole Bidder at a bid cost of \$64,826. The Engineer's estimate was \$70,837. Staff had previously worked with McLeran, and had been very satisfied with their work. This would leave \$47,674 to complete the equipping of the well, connecting into the system, and to pay for remaining engineering costs.

Charlotte Fugate moved, seconded by Norm Crume, that the Council award the bid to McLeran Well Drilling, LLC, for Municipal Well #17, in the amount of \$64,826, and authorize the City Manager to execute the Agreement. Roll call vote: Crume-yes; Fox-yes; Fugate-yes; Tuttle-yes; Verini-yes; Jones-yes. Motion carried 6/0/0.

Appointment to Public Works Committee: Ron Cornmesser

Councilor Jones stated he made the recommendation to appoint Mr. Cornmesser to the committee due to Mr. Cowperthwait leaving the area.

Norm Crume moved, seconded by Charlotte Fugate, to appoint Ron Cornmesser to the Public Works Committee, effective immediately, to complete the term vacated by Gerald Cowperthwait; term to expire December, 2015. Roll call vote: Crume-yes; Fox-yes; Fugate-yes; Tuttle-yes; Verini-yes; Jones-yes. Motion carried 6/0/0.

Ordinance #2681-2013: Amend Ontario Municipal Code 2-3-6 regarding Ontario Golf Committee (1st Reading)

Larry Sullivan, City Attorney, stated on June 4, 2013, the Golf Committee recommended to the Council that City Code Section 2-3-6 be amended to allow the duties of the Golf Committee to be determined by Council resolution rather than being set forth specifically in the City Code. This would allow the Committee to address current issues with the Golf Course without amending the Code. Staff recommended that the ordinance also allow those duties to be determined by motions approved by the Council.

Jackson Fox moved, seconded by Ron Verini, that the City Council approve Ordinance #2681-2013, AN ORDINANCE AMENDING CITY CODE SECTION 2-3-6 CONCERNING THE DUTIES OF THE GOLF COMMITTEE, on First Reading by Title Only. Roll call vote: Crume-yes; Fox-yes; Fugate-yes; Tuttle-yes; Verini-yes; Jones-yes. Motion carried 6/0/0.

Councilor Crume commented that he had spoken with a member of the Committee, and there seemed to be a lot of questions regarding their role. It appeared from what he had heard that many of the members didn't feel there was a lot they could – or should – be doing. They didn't feel, with it being under private ownership, that there was much they could do. This change in the ordinance would clear up some of those issues.

Appointment to Budget Board: Darin Bell

Councilor Jones stated in his conversation with Mr. Bell, he asked him to consider the vacancy on the Budget Board. He would be a great asset, and it would be a good starting point for him. The committee would be much more active with Mr. Long on board. He appreciated Mr. Bell's request to serve, and hoped to get him appointed.

Ron Verini moved, seconded by Norm Crume, to appoint Darin Bell to the Budget Board, effective immediately, to complete the term vacated by Amanda Anderson; term to expire December, 2014. Roll call vote: Crume-yes; Fox-yes; Fugate-yes; Tuttle-yes; Verini-yes; Jones-yes. Motion carried 6/0/0.

DISCUSSION ITEMS

Mayor Vacancy:

Councilor Jones stated he had met with former City Councilor Susanne Mills for two hours, and he asked her if she would consider either a Councilor seat or the Mayor's seat. She did have interest. They visited about a lot of things, and her request was that the next step for her would be to individually visit with each Councilor. She would then get back with Dan if she was still interested. He asked that the Council take this offer seriously. He asked each Councilor to contact her, to visit with her, before the next Council Work Session, and they would bring this matter up for discussion. He was very optimistic following his conversation with her in that there might be a solution to the Mayor vacancy issue. Was everyone in agreement?

Councilor Fox stated he was good with it.

Councilor Tuttle stated yes.

Councilor Crume gave it a thumbs up.

Councilor Fugate stated sure.

Councilor Jones stated he would leave it up to Council to make their own appointments with Ms. Mills. He looked forward to the discussion. However, that being said, they might need to set a different date for the next meeting, set for August 5th, as some would be out of town. They might not even have a meeting, but he hoped to know for sure by the end of the week.

Councilor Fugate stated when former Mayor LeRoy Cammack voiced an interest in filling the Mayor position, he asked to meet with both Councilor Jones and Councilor Verini, but it was her understanding that Councilor Jones wasn't willing to do that. Why was it okay to move forward with his candidate, Ms. Mills, but not Mr. Cammack?

Councilor Jones stated it was because at that time, Councilor Verini indicated that he wasn't interested in the position. Councilor Jones contacted Ms. Mills, who had an interest. If Councilor Fugate wanted him to visit with Mr. Cammack...

Councilor Fugate stated it might be a moot point, as it had been over a month ago.

Councilor Jones asked what Councilor Fugate wanted him to do.

Councilor Fugate wanted to know why Councilor Jones hadn't been willing to visit with Mr. Cammack, but he was asking them to visit with Susann Mills, who was Councilor Jones' choice for Mayor?

Councilor Jones stated he was trying to find a solution to the issue. To put this to rest and move on so they could do business in this town.

Councilor Fugate stated her hope they could do that.

Councilor Verini stated he thought the process for the Mayoral appointment was bumpy at best. All of them on the Council had different ideas as to how they wanted to move forward in the selection process. When they brought to the community the idea people could submit letters of interest for the position, at that time people like Ms. Mills should have come forward, just like other recommendations that were brought forward. They were doing themselves and the city a disservice when they hand-picked individuals they felt were suitable for the position for Mayor or Councilor without going through the process of opening it up to the community. He felt that Mr. Bell had tremendous qualifications, and they sidestepped him and did a disservice to the community by not interviewing him. Thinking about Ms. Mills, she would be a quality candidate, but he also thought the process should be opened up to the community. They should not just select one person that anyone on the Council picked. Open it back up to the community.

Councilor Crume stated he was thrilled with the idea that someone else would do it, but that was before thinking about what Councilor Fugate brought up. Ms. Mills would be a great candidate, but he thought Mr. Cammack would, too, or, maybe Mr. Bell or Ms. Anderson. They should all be put into the equation. To be fair, they should have all four come before the Council to speak with them. If a candidate rose up from that four, great. It was the fairest way to handle it.

Councilor Jones suggested starting off the process with visiting with Ms. Mills. They would bring that up at the next Work Session, and there would be a discussion on how to move forward. Ms. Mills had stepped forward and if they didn't want to contact her, that was their right, but put it back on the Agenda for the next Work Session. He strongly encouraged they contact her, and it would be discussed in a few weeks, but it would be a consensus.

Councilor Verini stated they should see right now if it was a consensus to contact Ms. Mills. Speaking for himself, he didn't believe it was fair to the rest of the people, so no.

Councilor Fox stated he was okay with talking to her.

Councilor Tuttle stated he would talk with her.

Councilor Crume stated he could speak with her, but he didn't think it was fair unless the other people were added in.

Councilor Jones asked for a yes or no.

Councilor Crume stated he felt they should visit with all three, so it was a no.

Councilor Fugate stated it was no for her.

Councilor Jones asked what exactly had failed?

Councilor Crume stated what failed was the lack of fairness. Ms. Mills could very well be his pick, and he had loved working with her for the two years they were on Council together, but it wasn't fair to pick one person out when three other people made suggestions. Two people wrote letters, and two expressed interest. As a group, they should interview all four, and then select from those four. Ms. Mills could be the one selected, or Myrna Anderson, or Darin Bell, or LeRoy Cammack, he didn't care, but it had to be agreed on by the Council as a group.

Councilor Jones stated Ms. Mills wouldn't do that, so she was out. She stepped forward, and she would not put herself through a group interrogation. Right or wrong, she wouldn't come forward. He would ask her, but that was a comment that she made to him, so he would assume she'd step back. Everyone needed to give it some thought, and they'd bring it back up in two weeks, and go from there.

CORRESPONDENCE, COMMENTS, AND EX-OFFICIO REPORTS

- Larry Sullivan stated with regard to the old Armory building, there were ways to move forward on this action. The current zoning didn't allow the type of activity being proposed [Gymnastic Academy], as it was zoned Public Facility. One way to rectify that was to change the PF zone designation to allow for the public agency to lease it out with a purpose compatible with the neighborhood. Marcy Skinner, Planning Technician, had spoken with Grant Young, DLCD, about doing a zoning change, going from PF to Commercial, but Mr. Young pointed out that the Land Use Planning Rules would require that a traffic study be done, among other things, making it a fairly expensive process. The state made it clear they wouldn't spend the money. The proposed business would be required to front those costs. He planned to work with Ms. Skinner to take it before the Planning Commission and the Council for some additional options. That wouldn't get before the Council soon enough to deal with the Armory situation, but it would allow PF zones to deal with problems like this, allowing some flexibility. Unless the Council opposed this, he would move forward, however, it wouldn't make it back in time to help the Gymnastic Academy.
- Councilor Verini stated he had visited both the Golf Course and the Aquatic Center, and noted that people were excited about what was happening. Not only did the Golf Course look good, but the excitement of the people working there made all the difference. When he entered the pool, it was comfortable, and the place was packed. They were having fun! Also, they also had three events coming up: on July 23rd at 7:00 p.m., the Army Band would be at the Four Rivers Cultural Center. It was a free event, but you were still required to obtain a ticket. On July 26th, it was the anniversary of the American's with Disabilities Act, and there would be a procession from the Train Station to City Hall. He believed it would be 10 or 11 a.m. Finally, on July 27th, the Veterans would be having a Car and Bike Show at Lion's Park.

- Councilor Fox stated he would like two items placed on the next Agenda. He wanted to file against former Finance Director Rachel Hopper's Bond, as well as the former City Manager's Bond. He would be handing out a packet in a moment that described \$10M worth of the city's financial problems, which had been proven by Mike Long. If anyone found a disputable number, let them know. He had spoken with both Mike Long and Jay Henry about this, and they were looking for a clean place to start. They couldn't do that until they knew exactly where they were financially. He again proposed a Forensic Audit. He also believed they should file a claim or claims with the city's bonding agencies against both Rachel's and Henry's bond, the reasons being self-explanatory in the list of financial anomalies and misspent money. They needed to be aware of time lines for filing against the bonds.

Councilor Jones asked that it be added to the next Agenda for further discussion.

- Councilor Fugate stated when she had been cleaning up her files, she found an issue that she didn't recall being resolved. What was the status of the Fire Training Facility?

Mr. Henry stated staff had researched it and found that the land they wanted to build on wasn't city property. They had been directed to speak with the county. City staff had looked into it, and it would involve some costs and liability for the city, more than worth the benefit, and that's where they were at. It was the property out by Love's Truck Stop, and it was not within the City Limits. The city owned it, but it was in the county. Also, there were DEQ problems associated with the landfill site, and staff did not recommend moving forward.

Councilor Fox stated he was led to believe by the Fire Chief that the project had been dropped. He suggested following up with the Chief on this issue.

Justin Alison, Volunteer President, stated they were not under the impression that was the situation. They thought the site was still an option. They had both the Volunteer Association and the Friends of the Fire Department working on this, but the Friends was expensive to keep open. They were looking to close that down and then maybe working something out with the volunteers. They were not there yet. The last they heard was that the site was still an option for them, so maybe the Council had more information than they did.

Mark Saito, Firefighter, stated they were looking at the piece of land that *wasn't* on the landfill.

Mr. Henry suggested they meet with the Fire Chief to find out where they were at on the project.

ADJOURN

Jackson Fox moved, seconded by Norm Crume, that the meeting be adjourned. Roll call vote: Crume-yes; Fox-yes; Fugate-yes; Tuttle-yes; Verini-yes; Jones-yes. Motion carried 6/0/0.

APPROVED:

Dan Jones, Council President

ATTEST:

Tori Barnett, MMC, City Recorder

OLD BUSINESS - AGENDA REPORT

August 1, 2013

TO: Mayor and City Council

FROM: Larry Sullivan, City Attorney

THROUGH: Jay Henry, City Manager

SUBJECT: ORDINANCE NO. 2681-2013 AMENDING CITY CODE SECTION 2-3-6 CONCERNING THE DUTIES OF THE GOLF COMMITTEE-FINAL READING

DATE: July 23, 2013

SUMMARY:

Attached is the following document:

- Ordinance No. 2681-2013

BACKGROUND:

On June 4, 2013, the Golf Committee recommended to the Council that City Code Section 2-3-6 be amended to allow the duties of the Golf Committee to be determined by Council resolution rather than being set forth specifically in the City Code. This would allow the Committee to address current issues with the Golf course without amending the Code. Staff recommends that the Ordinance also allow those duties to be determined by motions approved by the Council.

PREVIOUS COUNCIL ACTION:

07/15/2013 Council adopted Ordinance #2681-2013 on First Reading. There have been no changes since first reading.

RECOMMENDATION:

Staff recommends the Council approve the final reading of Ordinance No. 2681-2013.

PROPOSED MOTION:

I move the City Council adopt Ordinance No. 2681-2013, AN ORDINANCE AMENDING CITY CODE SECTION 2-3-6 CONCERNING THE DUTIES OF THE GOLF COMMITTEE, on Second and Final Reading by Title Only.

ORDINANCE NO. 2681-2013

AN ORDINANCE AMENDING CITY CODE
SECTION 2-3-6 CONCERNING THE DUTIES
OF THE GOLF COMMITTEE

WHEREAS, City Code Section 2-3-6 enumerates all of the duties of the Golf Committee without authorizing the Committee to deal with other matters; and

WHEREAS, It would be helpful to the City Council if the Golf Committee could address other issues without requiring Section 2-3-6 to be amended whenever a new issue arose; and

WHEREAS, Section 2-3-6 should be amended to allow the Golf Committee to address issues determined either by Council resolutions or by motions approved by the Council.

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

Section 1. Section 2-3-6 of the Ontario City Code is hereby amended by deleting those portions that are stricken and by adding those portions that are underlined.

2-3-6 - Duties and responsibilities

The purpose of the Golf Committee shall be to advise the City Council and the City Manager regarding matters concerning the Golf Course and other matters as are specifically assigned to the Committee either by resolution of the City Council or by motions approved by the City Council.

~~The Golf Committee shall have the following duties and responsibilities:~~

~~(A) Review and evaluate applications for Golf Course concessionaire, Golf Course Operator, Golf Pro and the like and prepare written recommendations to the City Council.~~

~~(B) Monitor and report to the City Manager, in writing, observed and reported deficiencies in the condition, operation or management of the Ontario Municipal Golf Course.~~

~~(C) Propose rules and regulations governing the play and use of the golf course facility and clubhouse operations.~~

~~(D) Propose rules and regulations governing the use and operation of motorized golf carts on the golf course.~~

~~(E) Encourage and recommend course promotions in order to attract new golfers to the golf course and finance facility improvements.~~

~~(F) Review the proposed annual operating budget.~~

~~(G) Serve as liaison with the Ontario Men's Golf Association, the Women's Association, school teams and other organizations which utilize the golf course, all for the purpose of promoting the golf course and assuring full participation of said groups in the development and operation of the Golf Course facility.~~

~~(H) Review and make recommendations to the City Council on any and all changes in the golf course layout, including realignment, maintenance and management, relocation, shortening or lengthening of holes on the golf course.~~

~~(I) Review and recommend to the City Council, on an annual basis, green fees, memberships, dues, and other such user fees and charges of those using the golf course facility.~~

~~(J) Recommend a golf course capital improvements program and annual capitol budget.~~

~~(K) Review and comment on all requests and proposals from the concessionaires that require City Council action.~~

PASSED AND ADOPTED by the Common Council of the City of Ontario this ____ day of _____, 2013, by the following vote:

AYES:
NAYS:
ABSENT:

APPROVED by the Council President acting as Mayor this ____ day of _____, 2013.

ATTEST:

Dan Jones, Council President

Tori Barnett, MMC, City Recorder

AGENDA REPORT

August 1, 2013

TO: Ontario City Council

FROM: Tori Barnett, MMC, City Recorder

THROUGH: Jay Henry, City Manager

SUBJECT: APPOINTMENT TO RECREATION BOARD

DATE: July 23, 2013

SUMMARY:

Attached is the following document:

- Letter of interest for appointment to Recreation Board: Sarah Poe

There are currently two vacancies on the Recreation Board. Sarah Poe, an Ontario resident, has submitted a letter of interest in filling one of the openings. Ms. Poe's letter went before the Recreation Board at their July 17, 2013 meeting, and received a positive recommendation for appointment.

PROPOSED MOTION:

I move to appoint Sarah Poe to the Recreation Board, with a term to expire December, 2015.

Recreation Board Vacancies.txt

From: "Sarah Poe" <spoe@lifeways.org>
To: <tori.barnett@ontariooregon.org>
Date: 7/11/2013 1:52 PM
Subject: Recreation Board Vacancies

Hello, Ms. Barnett!

I'm the county Prevention Coordinator and am very interested in serving on the city recreation board! I'm active and want to be more involved in local sports and recreation opportunities, especially for youth and families. I think it ties in very well with my work and I hope I could be an asset to the board.

For the information requested:

My name is Sarah Poe.

My work address is 702 Sunset Drive, Ontario 97914.

My telephone numbers are 541-889-9167 x279 (work) and 208-371-7205 (cell).

My email address is spoe@lifeways.org

Please let me know what else you would like from me and if I can answer any other questions regarding my application to join the Recreation Board.

Thank you!

Best,
Sarah Poe

Sarah Poe
Prevention Coordinator
Lifeways, Inc.
702 Sunset Drive
Ontario, OR 97914
Office: 541-889-9167 ext. 279
Cell: 208-371-7205
spoe@lifeways.org
www.lifeways.org

AGENDA REPORT

August 1, 2013

TO: Mayor and City Council

FROM: Mark Alexander, Police Chief

THROUGH: Jay Henry, City Manager

SUBJECT: RESOLUTION NO. 2013-128: GENERAL FUND BUDGET CHANGE

DATE: July 25, 2013

SUMMARY:

Attached is the following document:

- Resolution 2013-128

The Police and Fire Departments have received unexpected revenues from donations and a property sale and would like to expend those funds.

The Police Department also manages an ODOT grant for occupant protection and was unable to complete the project in FY 2011-13. The Police Department would like to continue with the project. A budget change will be required for both projects.

BACKGROUND:

James "Ted" Molder was a long-time resident of Ontario. He served several years on the Ontario Police Board and his Grandson is an Ontario Firefighter. Ted battled cancer for several years and passed away on June 8, 2013. Family and friends have made donations to the Police and Fire Department in the amount of \$765. The Police and Fire Department would like to purchase and install a 9/11 memorial at City Hall in memory of Ted Molder. The Police Department did not budget for such an expense and would like to amend the budget in order to initiate the project.

The Police Department has also managed an ODOT grant that is used to purchase child safety seats and operate fitting stations. The grant period runs from October 2012 to September 2013. It was the intent of the grant manager to expend funds during FY 2011-13, but due to other projects, that was not possible. The Police Department would like to recognize \$497 in these funds to complete the project in the FY 2013-14 budget.

Finally, the Police Department sold a surplus patrol car to Lifeways for \$1500 and would like to apply that revenue to an on-going technology project.

ALTERNATIVE:

The Council could decline the change.

FINANCIAL IMPLICATIONS:

It is proposed that the revenues be recognized and expenditures be budgeted as an increase within the City's General Fund.

RECOMMENDATION:

Staff recommends the Council adopt Resolution 2013-128.

PROPOSED MOTION:

I move the Council adopt Resolution 2013-128, A RESOLUTION ACKNOWLEDGING RECEIPT OF REVENUE FUNDS AND APPROPRIATING EXPENDITURES WITHIN THE GENERAL FUND.

RESOLUTION # 2013-128

A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET FOR THE GENERAL FUND POLICE DEPARTMENT TO RECOGNIZE RECEIVED FUNDS AND AUTHORIZING EXPENDTURE OF THOSE FUNDS

WHEREAS, The Ontario Police Department receives unexpected revenue from donations, a property sale and grants; and

WHEREAS, the General Fund Police Department budget for FY 2013-2014 was adopted without the knowledge of such funds; and

WHEREAS, the City desires to modify the 2013-2014 budget to receive and expend such funds.

NOW THEREFORE, BE IT RESOLVED by the Ontario City Council to approve the following adjustments to the fiscal year 2013-2014 budget:

Line Item	Item Description	FY 13-14 Budget	Amount of Change	Adjusted Budget
GENERAL FUND				
REVENUE				
001-000-469210	Misc Police Revenue	\$3370	\$2265	\$5635
GRANT FUND				
REVENUE				
010-000-456182	Police SAFE Kids Project	\$0	\$497	\$497
General Fund				
EXPENDITURE				
001-024-613500	General Supplies	\$6960	\$765	\$7725
001-024-611900	Data Processing	\$2705	\$1500	\$4205
GRANT FUND				
EXPENDITURE				
010-038-714182	Police SAFE Kids Project	\$0	\$497	\$497

Effective Date: Upon adoption

Passed and adopted by the Ontario City Council this ____ day of August, 2013.

Ayes:

Nays:

Absent:

Approved by the Council President this ____ day of August, 2013.

ATTEST:

Dan Jones, Council President

Tori Barnett, MMC, City Recorder

AGENDA REPORT

August 1, 2013

TO: Mayor and City Council

FROM: Dan Shepard, Engineering Tech III

THROUGH: Bob Walker, Public Works Director
Jay Henry, City Manager

SUBJECT: **BID AWARD: DLT SOLUTIONS - AUTOCAD 2014 (TWO LICENSES, ONE UPGRADE, AND THREE TECHNICAL SUPPORT SUBSCRIPTIONS) \$16,215.01**

DATE: July 24, 2013

SUMMARY:

Attached are the following documents:

- DLT Solutions Price Quotation dated April 12, 2013
- Email from DLT Solutions, Autodesk's Master Government Reseller
- DLT Solutions Master Government Reseller webpage
- Email from Prosoft in Boise, Idaho

AutoCAD is a software application for computer-aided design (CAD) and drafting. The software is developed and sold by AutoDesk, Inc. AutoCAD is compatible with ArcGIS, the City's mapping software. AutoCAD is used by all three engineering technicians to draw water, sewer and street plans, in addition to interior remodeling plans. It is also utilized by the Facilities Manager for facility and equipment drawings.

PREVIOUS COUNCIL ACTION:

June 17, 2013 – City Council adopted Resolution #2013-123, Adoption of Annual Budget including three AutoCad licenses

BACKGROUND:

DLT Solutions is AutoDesk's Master Government Reseller. AutoDesk has teamed up with DLT Solutions to deliver preferred contracting to US Government customers.

PROBLEM DISCUSSION:

Staff currently shares one outdated AutoCad license; only one computer can open AutoCad at a time, therefore, we have projects which are on-hold until more licenses can be purchased.

RECOMMENDATION:

Staff recommends the City Council authorize the expenditure of \$16,215.01 to DLT.

PROPOSED MOTION:

I move the City Council award the bid to DLT Solutions in the amount of \$16,215.01 for the purchase of two licenses, one upgrade, and three technical support subscriptions and authorize the City Manager to sign a Large Purchase Order in that amount.



Price Quotation

Quote: 4263620
 Reference: 879892
 Date: 04/12/2013
 Expires: 05/12/2013

To: Dan Shepard
 Ontario City of (OR)
 Ontario, OR

Phone: (541) 881-3240
 Fax: (541) 881-3251
 Email: dan.shepard@ontariooregon.org

From: Brian Stankiewicz
 DLT Solutions
 13861 Sunrise Valley Drive
 Suite 400
 Herndon, VA 20171

Phone: (703) 773-9207
 Fax: (866) 708-6705
 Email: brian.stankiewicz@dlt.com

#	DLT Part No.	Contract	Qty	Unit Price	Ext. Price
1	9701-2223ELJ Autodesk AutoCAD Map 3D 2014 Upgrade from Previous Version ELD Cost to upgrade Map 3D 2012 network to 2013 network	OM	1	\$3,248.23	\$3,248.23
2	9701-2223XW1 Autodesk AutoCAD Map 3D 2014 Subscription - 1 Year	OM	1	\$582.78	\$582.78
3	9701-0445ELS Autodesk AutoCAD Civil 3D 2014 Standalone License ELD Cost for 2 new Civil 3D licenses	OM	2	\$5,431.04	\$10,862.08
4	9701-0445XW1 Autodesk AutoCAD Civil 3D 2014 Subscription - 1 Year	OM	2	\$760.96	\$1,521.92

This quote is on behalf of ProSoft, your local Authorized AutoDesk Reseller.

Total: **\$16,215.01**

Contract Number: OPEN MARKET
 DUNS #: 78-646-8199
 Federal ID #: 54-1599882
 CAGE Code: OS0H9
 FOB: Destination
 Terms: Net 30 (On Approved Credit)
 DLT accepts VISA/MC/AMEX
 DLT's standard Terms & Conditions apply

PLEASE REMIT
PAYMENT TO:

ACH: DLT Solutions
 SunTrust Bank
 ABA # 061000104
 Acct # 1000032705898

-OR-

Mail: DLT Solutions
 PO Box 102549
 Atlanta, GA 30368

Customer orders subject to applicable sales tax in: CA, CO, CT, DC, FL, GA, HI, IL, IN, KS, KY, LA, MA, MD, MI, MO, MS, NC, NM, NJ, NV, NY, OH, OK, PA, RI, SC, TN, TX, VA, WA, WI

The terms and conditions of the Manufacturer's standard commercial license and subscription agreement are made a part of this quotation and shall govern purchaser's use of any Manufacturer product. Contact the DLT Sales Rep if further information is required.

Dawn Eden - RE: AutoCad

From: "Brian Stankiewicz" <brian.stankiewicz@dlt.com>
To: "Dawn Eden" <Dawn.Eden@ontariooregon.org>
Date: 7/9/2013 4:41 PM
Subject: RE: AutoCad

Hi Dawn,

I have links to the GSA website for each part number that is provided on the quote I sent you. Each link shows that we are the only ones that carry the GSA pricing for the designated product. If you'd like, I can get quotes from Prosoft and Autodesk for the same products; however, the prices are commercial and would be much higher.

- 1) https://www.gsaadvantage.gov/advantage/catalog/product_detail.do?gsin=11000026931510
- 2) https://www.gsaadvantage.gov/advantage/catalog/product_detail.do?gsin=11000026927412
- 3) https://www.gsaadvantage.gov/advantage/catalog/product_detail.do?gsin=11000026928301
- 4) https://www.gsaadvantage.gov/advantage/catalog/product_detail.do?gsin=11000026925130

Hope this helps!

Brian Stankiewicz | Sales Representative
Direct 703-773-9207 | Fax 866-708-6705

DLT SOLUTIONS®

Follow us on:



Request A Quote



DLT SOLUTIONS®

a value-added reseller of
Information Technology

Search

AUTODESK.
Master Government Reseller

As Autodesk's Master Government Reseller, DLT Solutions offers you more Autodesk products than any other reseller. We provide your agency with solutions for building information modeling (BIM), integrated 2D and 3D digital design mapping/geographic information systems (GIS), civil engineering, construction simulation, and digital prototyping.

Design, visualize, and simulate and process designs before they are built

Improve coordination, enhance accuracy, reduce waste

Create more innovative designs from a single digital model

Suites (/brands/autodesk/suites)

Autodesk 3D design and creation suites provide expanded toolsets, unique interoperability, and a consistent user experience—for building design, product design, entertainment creation, and more.

Products (/brands/autodesk/products)

Enhance the efficiency and productivity of your design process. Autodesk's product portfolio enables professionals to digitally design, visualize, and simulate their ideas, enhancing innovation.

Solutions (/brands/autodesk/solutions)

Autodesk products will help you drive solutions in architecture, engineering, manufacturing, automotive, government, and more.

Subscription (/brands/autodesk/subscription)

Autodesk Subscription helps customers maximize the power of their design tools, providing access to the latest software releases, Autodesk 360 cloud benefits, technical support, and flexible licensing rights.

© Copyright 2013 DLT Solutions All rights reserved. | [Privacy Policy](#)
You will need [Adobe Acrobat](#) to view some of our resources

Dawn Eden - Re: DLT Solutions Price Quotation (Quote #: 4263620)

From: Tim Douglas <tdouglas@prosoftnet.com>
To: Dawn Eden <Dawn.Eden@ontariooregon.org>
Date: 7/9/2013 12:56 PM
Subject: Re: DLT Solutions Price Quotation (Quote #: 4263620)
Attachments: ATT00001.jpg; ATT00002.jpg; ATT00003.jpg; ATT00004.jpg; ATT00005.jpg; ATT00006.jpg

Good afternoon Dawn,

Here is what I found on Government purchases through Autodesk. From Autodesk website:

Government

Autodesk has teamed up with DLT Solutions, Inc., our master government reseller, to deliver preferred contracting vehicles to US Government customers. Your local value-added reseller can assist you with complete technology solutions, on-site support, and training, then team with DLT to meet your procurement needs.

If you need anything else please let me know. I will call you this afternoon to work through the questions I have regarding your purchases. I think there might be some better options than what is quoted.

Thanks!

Tim Douglas
ProSoft Boise Sales Manager
3152 S Bown Way, Suite 1
Boise, ID 83716
888-263-0393

Sent from mobile device

On Jul 9, 2013, at 8:30 AM, "Dawn Eden" <Dawn.Eden@ontariooregon.org> wrote:

Sure! I will be around the office all day, unless I get called out to an inspection.
Thanks for the help.
Dawn

>>> Tim Douglas <tdouglas@prosoftnet.com> 7/8/2013 8:03 PM >>>

Thanks Dawn. After reviewing the quote I would like to talk to you on my thoughts and things I feel might help.

Regards,

Tim Douglas
Boise Sales Manager
3152 S Bown Way, Suite 1

AGENDA REPORT

August 1, 2013

TO: Mayor and City Council

FROM: Bob Walker, Public Works Director

THROUGH: Jay Henry, City Manager

SUBJECT: **BID AWARD: DECROO MASONRY – COLUMN REPAIRS AT EVERGREEN CEMETERY (\$1,750)**

DATE: July 25, 2013

SUMMARY:

Attached is the following document:

- Proposals from DeCroo Masonry and Glenn Brothers Construction, Inc.

The Bid Summary is as follows:

CONTRACTOR	TOTAL
DECROO MASONRY	1,750.00
GLENN BROTHERS CONSTRUCTION, INC	5,600.00

BACKGROUND:

On June 26, 2013, Dr. Jim Mann inquired about when the City was going to repair the column and chain fence that was damaged at the south entrance to the Evergreen Cemetery. We requested proposals from several contractors and had two responses; One from DeCroo Masonry for \$1,750 and one from Glenn Brothers Construction, Inc. for \$5,600. We were concerned at the large difference between these two proposals and reviewed the proposals with the contractors and checked their references. We are comfortable with the proposal from DeCroo Masonry and request approval from the City Council to proceed with the award.

RECOMMENDATION:

Staff recommends that the City Council authorize the expenditure of \$1,750 to DeCroo Masonry.

PROPOSED MOTION:

I move the City Council award the bid to DeCroo Masonry in the amount of \$1,750 for the column repair project at Evergreen Cemetery and authorize the City Manager to sign a Large Purchase Order in that amount.



City of Ontario

444 SW 4th Street
Ontario, OR 97914

Bid or Quote Tracking Form

Item: Column Repair at Cemetery

Item On State Bid List? Yes [] No []

City Representative: Bob Walker

Budgeted Amount: _____

Date: 07/22/13

Line Item: _____

Vendor #1 Name: Decroo Masonry

Contact Person: Dean Decroo Phone #: 208-739-5590

First Attempt: Contact Date: _____ Contact Time: _____ Response? Yes [X] No []

Second Attempt: Contact Date: _____ Contact Time: _____ Response? Yes [] No []

Bid Attached? Yes [X] No [] Verbal Quote? [] Written Quote? [X] Amount: \$1,750.00

Notes:

[Empty box for notes]

Vendor #2 Name: Glenn Brothers Construction, Inc

Contact Person: Mike Glenn ? Phone #: _____

First Attempt: Contact Date: _____ Contact Time: _____ Response? Yes [X] No []

Second Attempt: Contact Date: _____ Contact Time: _____ Response? Yes [] No []

Bid Attached? Yes [X] No [] Verbal Quote? [] Written Quote? [X] Amount: \$5,600.00

Notes:

[Empty box for notes]

Vendor #3 Name: _____

Contact Person: _____ Phone #: _____

First Attempt: Contact Date: _____ Contact Time: _____ Response? Yes [] No []

Second Attempt: Contact Date: _____ Contact Time: _____ Response? Yes [] No []

Bid Attached? Yes [] No [] Verbal Quote? [] Written Quote? [] Amount: _____

Notes:

[Empty box for notes]

**DECROO MASONRY
DEAN DECROO**

OCCB#184342

112 SW 4TH ST/PO BOX 853

FRUITLAND ID 83619

208-739-5590

Property owner: City of Ontario

Job site: Evergreen Cemetery, Ontario OR

Description: Pour footings assuming location is prepped (dug out), install rock, which will be supplied by owner 4' high and install caps from existing columns, if not broken, total of two columns.

Total price: ----- \$1,750.00

Questions please call me at: 739-5590.

Dean DeCroo
DeCroo Masonry
OCCB# 184342

Glenn Brothers Construction, Inc.

PO Box 1605

Nyssa, OR 97913

Oregon CCB# LBPR21758

Idaho RCE-11941

Proposal

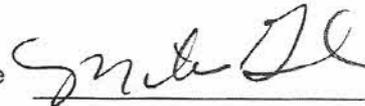
Date	Proposal #
7/19/2013	502

Name / Address
City of Ontario

Description	Total
Evergreen Cemetery Reconstruct 2 stone columns. Labor, material, and equipment *NOTE: Owner to provide clean, layable stone to match existing columns	5,600.00

Due upon completion per item. Proposal void after 10 days.	Total	\$5,600.00
--	--------------	------------

WE PROPOSE to furnish labor, material, and equipment-complete in accordance with above specifications. Any changes or additions will become part of this agreement. Payments to be made on a percent of completion unless other arrangements have been made.
 ACCEPTED. The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as Specified.
 Date if Acceptance: _____
 Company: _____
 By: _____
 Respectfully Submitted,
 GLENN BROTHERS CONSTRUCTION, INC.
 Note: The proposal may be withdrawn by us if not accepted within 10 days.

Signature 

AGENDA REPORT

August 1, 2013

TO: Mayor and City Council

FROM: Bob Walker, Public Works Director

THROUGH: Jay Henry, City Manager

SUBJECT: BID AWARD: VALE ELECTRIC – WASTEWATER TREATMENT PLANT HEADWORKS BUILDING ELECTRICAL SERVICE UPGRADE (\$19,700)

DATE: July 25, 2013

SUMMARY:

Attached are the following documents:

- Job Estimates from Vale Electric
- Pictures of Electrical Panel and Wiring at Headworks Building

BACKGROUND:

The current electrical service to the Headworks Building at the Wastewater Treatment Plant is inadequate and is not compliant with the electric codes. There are currently 9 service disconnects being served from a service panel which according to the electric code should only be utilized for 6 service disconnects. In addition, some of the wiring inside the Headworks Building does not meet electric code and needs to be replaced. The current situation does not provide a safe environment for our employees and visitors. Also, there is no opportunity to add to the capability of the current panel for needed electrical service to the chlorine contact chamber (electrically activated valve openers), nor for providing electrical service to the septage facility.

There are two options for updating the electrical service to the Headworks Building:

- The existing electrical service at the Headworks Building comes from the west end of the center dike and utilizes 2/0 wires installed in a conduit. If the 2/0 wires could be pulled out of the conduit, it is proposed to replace them with 4/0 wires. We are not certain if the 2/0 wires can successfully be pulled out of the conduit. If not, then a new conduit with 4/0 wires would have to be installed. The price quote for installing new 4/0 wires in the old conduit, installing a new 100 amp disconnect, and a 100 amp service panel in the Headworks Building along with associated wiring is \$40,300.
- The second option is to serve the Headworks Building from the electric transformer located south of the Wastewater Treatment Plant Control Building. This would require installing a conduit from this transformer which would accommodate 4/0 wiring, installing a new 200 amp, 480 volt, 3 phase service panel in the Headworks Building, associated wiring updates, and installing a conduit from the service panel to the chlorination chamber for future electrically activated valve openers. The price for this option is \$19,700.

FINANCIAL IMPLICATIONS:

After discussions with the Finance Director, staff is proposing to fund the \$19,700 from the Public Reserve Site Improvement – Sewer Fund which has a budgeted amount of \$100,000.

RECOMMENDATION:

Staff recommends the City Council authorize the expenditure of \$19,700 to Vale Electric.

PROPOSED MOTION:

I move the City Council authorize the bid to Vale Electric in the amount of \$19,700 for the Electrical service upgrade at the Wastewater Treatment Plant Headworks Building and authorize the City Manager to sign a Large Purchase Order in that amount.

VALE ELECTRIC, INC.
P.O. BOX 416
VALE, OR 97918

(541) 473-2829
FAX (541) 473-2643

JOB ESTIMATE

PHONE

DATE

7/16/13

JOB NAME/LOCATION

City Lagoon

TO City of Ontario

Bret Turner

JOB DESCRIPTION:

> Install 100 Amp Disconnect, 100 Amp Panel in
Handwerker Building. Remove 2/0 wire AND install
4/0 wire in existing 2" conduit down the
center dike.

material	\$ 32,500 ⁰⁰
LABOR	\$ 7,800 ⁰⁰

> Labor may change if wire will not come out
of existing conduit.

THIS ESTIMATE IS FOR COMPLETING THE JOB AS DESCRIBED ABOVE.
IT IS BASED ON OUR EVALUATION AND DOES NOT INCLUDE MATERIAL
PRICE INCREASES OR ADDITIONAL LABOR AND MATERIALS WHICH
MAY BE REQUIRED SHOULD UNFORESEEN PROBLEMS OR ADVERSE
WEATHER CONDITIONS ARISE AFTER THE WORK HAS STARTED.

ESTIMATED
JOB COST

\$40,300⁰⁰

ESTIMATED
BY

Bret Fisher

VALE ELECTRIC, INC.
P.O. BOX 416
VALE, OR 97918

JOB ESTIMATE

(541) 473-2929
FAX (541) 473-2643

PHONE

DATE

7/16/03

JOB NAME/LOCATION

City 10000

TO City of Ontario

Bret Turner

JOB DESCRIPTION:

> Proposed electrical service from existing transformer to the headworks building

Install a new 200 Amp 480V 3phase service in Headworks Building

Run a Pipe back to valve actuators for future use.

Material

\$ 11,500⁰⁰

Back Hae

\$ 4000⁰⁰

LABOR

\$ 4200⁰⁰

19,700

THIS ESTIMATE IS FOR COMPLETING THE JOB AS DESCRIBED ABOVE. IT IS BASED ON OUR EVALUATION AND DOES NOT INCLUDE MATERIAL PRICE INCREASES OR ADDITIONAL LABOR AND MATERIALS WHICH MAY BE REQUIRED SHOULD UNFORESEEN PROBLEMS OR ADVERSE WEATHER CONDITIONS ARISE AFTER THE WORK HAS STARTED.

ESTIMATED
JOB COST

\$ 19,700

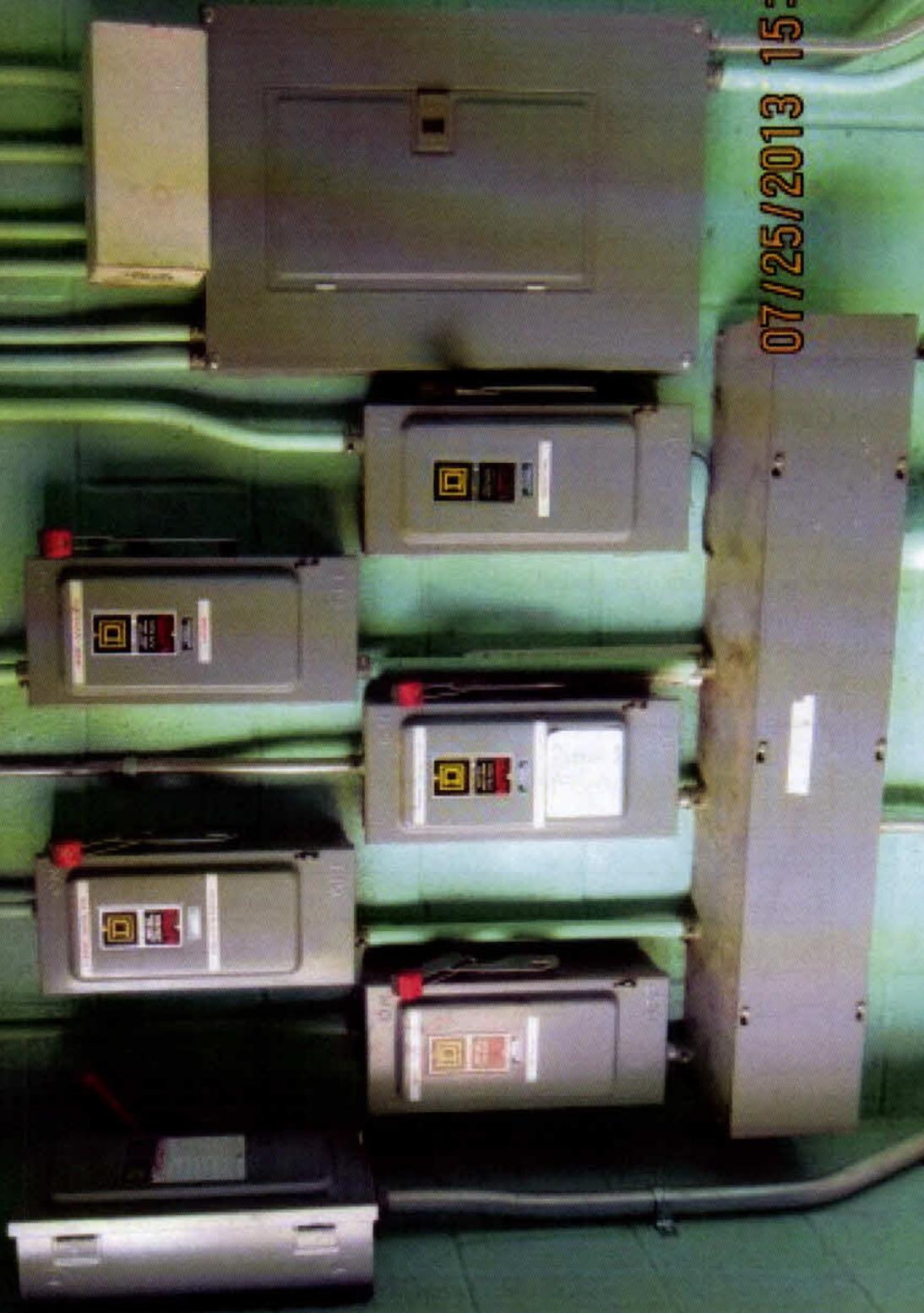
ESTIMATED
BY

BARNEY FISHER

07/25/2013 15:22



07/25/2013 15:22



AGENDA REPORT

August 1, 2013

TO: Mayor and City Council

FROM: Bob Walker, Public Works Director

THROUGH: Jay Henry, City Manager

SUBJECT: BID AWARD: WATER TREATMENT PLANT POND #3 UPGRADE (11WAT-09)

DATE: July 29, 2013

SUMMARY:

Attached are the following documents:

- Original Bid Proposal, February 6, 2013: Granite Excavation, Inc.
- Revised Bid Proposal, July 10, 2013: Granite Excavation, Inc.

This project was initially included in the 2011-2013 Budget as 11 WAT-09, Water Treatment Plant Pond #3 Upgrade, for \$53,400. Bids were opened for this project on February 6, 2013. After review of the proposals, Granite Excavation was the apparent lowest-responsive bidder; the costs came in as follows:

NAME	City, State	TOTAL
RSCI	Meridian, ID	\$232,429.00
Knife River	Boise, ID	\$145,408.15
Granite Excavation	Cascade, ID	\$123,044.91
Eastern Oregon Construction, LLC	Ontario, OR	\$133,805.00
Legacy Contracting, Inc	Stayton, OR	\$296,783.00

As the cost of \$123,044.91 exceeded the budgeted amount of \$53,400, it was decided to delay the project and include it in the 2013-2014 Budget. The Contractor was agreeable to this delay and agreed to perform the work for the amount of \$124,845.68. The project was presented to the Public Works Committee during the 2013-2014 Budget review.

PREVIOUS COUNCIL ACTION:

June 17, 2013 Ontario City Council adopted the 2013-2014 Budget which includes \$126,488 funding for the Water Treatment Plant Sludge Pond #3 Upgrade project.

BACKGROUND:

The city is under an NPDES Permit with the Oregon Department of Environmental Quality (ODEQ), which regulates the quality of the water discharged to the Snake River. During high demand periods (usually Summer months) we are producing enough water from sludge (this is the sediment that is drained from our Clarification and Sedimentation Basins as the treated Raw water moves through the Treatment Plant) and Backwash (the waste water that is produced while the filters are being back flushed during the operation of cleaning them) to overload our existing sludge ponds. Lining and upgrading Sludge Pond #3 has been planned since the building of the new plant to give us extra waste water holding and treating capacity. Including a manually operated valve to drain the water from the sludge holding ponds would allow us to discharge this water to the Retention Cells instead of the swale which discharges to the Snake River, thereby reducing the risk of an ODEQ violation for Suspended Solids or Chlorine residual.

This project will install a new liner with a sump pump and concrete structure to hold the pump and valve system in Sludge Holding Pond #3 plus the necessary piping to run from the pond sump pump to the drying beds. Also included is installing a 16” pipeline to the Decant Pump Station and a low flow Check Valve for manually draining this pond to Retention Pond #1 in case the decant pump is inoperable.

FINANCIAL IMPLICATIONS:

Possible fines from DEQ for violating NPDES permit.

CIP Project	2013 Revised Bid Amount	FY 13-14 Budget
11WAT-09 WTP Pond #3 Upgrade 030-087-719125	\$124,845.68	\$126,488

RECOMMENDATION:

Staff recommends the City Council authorize the expenditure of \$124,845.68 to Granite Excavation, Inc.

MOTION:

I move the Council award the Water Treatment Plant Pond #3 Upgrade project to Granite Excavation, Inc. in the amount of \$124,845.68, and authorize the City Manager to be signatory to an agreement with Granite Excavation, Inc.

NOTE TO BIDDER: Use typewriter or **BLACK** ink for completing this Bid Form.

BID PROPOSAL

To: City of Ontario, Oregon
Address: 444 SW 4th Street, Ontario, OR 97914
Project Identification: Water Treatment Plant Pond #3 Liner 2012

1.1 The undersigned Bidder proposed and agrees, if this Bid is accepted, to enter into an agreement with Owner in the form included in the Contract Documents to perform and furnish all Work as specified or indicated in the Contract documents for the Bid Price and within the Bid Times indicated in this Bid and in accordance with the other terms and conditions of the Contract Documents.

1.2 Bidder accepts all of the terms and conditions of the Advertisement for Bid and Instructions to Bidder, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for sixty (60) days after the day of Bid opening. Bidder will sign and deliver the required number of counterparts of the Agreement with the Bonds and other documents required by the Bidding Requirements within ten (10) days after the date of Owner's Notice of Award.

1.3 In submitting this Bid, Bidder represents, as more fully set forth in the Agreement, that:

1.3.1 Bidder has examined and carefully studied the Bidding Documents and the following Addenda receipt of all which is hereby acknowledged:

Addendum Number	Addendum Date
<u>1</u>	<u>JANUARY 11, 2013</u>
<u>2</u>	<u>JANUARY 30, 2013</u>
_____	_____
_____	_____

1.3.2 Bidder has visited the site and become familiar with and is satisfied as to the general, local and site conditions- that may affect cost, progress, performance and furnishing of the Work;

1.3.3 Bidder is familiar with and is satisfied as to all federal, state and local laws and regulations that may affect cost, progress, performance and furnishing of the Work.

1.3.4 Bidder has carefully studied all drawings of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the site. Bidder acknowledges that such reports and drawings are not Contract Documents and may not be complete for Bidder's purposes. Bidder acknowledges that Owner and Engineer do not assume responsibility for the accuracy of completeness of information and data shown or indicated in the Bidding Documents with respect to Underground Facilities at or contiguous to the site. Bidder has obtained and carefully studied (or assumes responsibility for having done so) all such additional or supplementary examinations, investigations, explorations, tests, studies and data concerning conditions (surface, subsurface and Underground Facilities) at or contiguous to the site or otherwise which may affect cost progress, performance or furnishing of the Work or which relate to any aspect of the means, methods, techniques, sequences and procedures of construction to be employed by Bidder and safety precautions and programs incident thereto. Bidder does not consider that any additional examinations, investigations, explorations, tests, studies or data are necessary for the determination of this Bid for performance and furnishing of the Work in accordance with the time, price and other terms and conditions of the Contract Documents.

1.3.5 Bidder is aware of the general nature of Work to be performed by Owner and others at the site that relates to Work for which this Bid is submitted as indicated in the Contract Documents.

1.3.6 Bidder has correlated the information known to Bidder, information and observations obtained from visits to the site, reports and drawings identified in the Contract Documents and all additional examinations, investigations, explorations, tests, studies and data with the Contract Documents.

1.3.7 Bidder has given Engineer written notice of all conflicts, errors, ambiguities or discrepancies that Bidder has discovered in the Contract Documents and the written resolution thereof by Engineer is acceptable to Bidder, and the Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performing and furnishing the Work for which this Bid is submitted.

1.3.8 This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm, or corporation and is not submitted in conformity with any agreement or rules or any group, associations, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or corporation to refrain from bidding; and Bidder has not sought by collusion for itself any advantage over any other Bidder or over Owner.

2. BASE BID ITEMIZATION

Except as modified within these Contract Documents, the various work items called for in the "Bid Proposal" shall be performed, measured, and paid for as indicated on the "Bid Proposal" and as provided in the 2010 Edition of the IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION (ISPWC), as amended including all supplements and revisions, and the 2008 City of Ontario Supplemental to the ISPWC.

Bid Item	Description	Unit	Amount	Unit Price	Extended Total Amount
201.4.1.C.1	Removal of Obstructions	LS	1	905.80	905.80
202.4.1.D.1	Excavation and Embankment	LS	1	29281.58	29281.58
401.4.1.A.1.a	Water Main Pipe – Size 6", Type C900	LF	90	49.25	4432.50
601.4.1.A.9	Storm Drain Pipe AASHTO M 294 CPE - Size 24"	LF	70	140.20	9814.00
703.4.1.A.	Concrete Structure	EA	1	27162.44	27,162.44
703.4.1.A.1.b	Concrete Embedment – Class 3000	LS	1	7574.76	7574.76
2050.4.1.B.1	Subgrade Geotextile	SY	1620	3.57	5783.40
2050.4.1.B.1	Protection Geotextile	SY	137	20.57	2818.09
2770.4.1.B.1.a	Polyethylene Liner	SY	1620	15.84	25660.80
2010.4.1.A.1	Mobilization	LS	1	9611.54	9611.54
TOTAL BID AMOUNT					123,044.91

TOTAL BID AMOUNT

\$one hundred twenty three thousand forty four dollars ^{91/100}
 (Amount written out in words)

2.1 DEDUCTIVE ALTERNATE BID ITEMIZATIONS

There are no Deductive Alternate Bid Items in this bid.

Bidder acknowledges that quantities are not guaranteed and final payment will be based on actual quantities determined as provided in the Contract Documents. Bid amount shall be made based on Instructions to Bidders, Article 8. In comparison of bids, bids will be evaluated based on the Total Bid Amount.

BID ITEM DESCRIPTIONS

<i>Item</i>	<i>Description</i>	<i>Item Description/Method of Payment</i>
201.4.1.C.1	Removal of Obstructions	By the lump sum. Includes full compensation for all materials, labor and equipment necessary for removal of interfering structures and all appurtenances incorporated into the Work.
202.4.1.D.1	Excavation	By the lump sum. Includes full compensation for all materials, labor and equipment necessary for clearing and grubbing and preparation of the subsurface material for acceptance of the liner and accompanying structures.
401.4.1.A.1.a	Water Main Pipe – Size 6” Type C900	Water Main Pipe: By the linear foot for the type and size of pipe measured along the horizontal centerline of the pipe through all fittings and valves. Includes pipe, (if not included as a separate bid item), fittings, connections, thrust blocks, restraints, cleaning, excavation, bedding, backfill and all appurtenances not itemized in the Bid Schedule.
601.4.1.A.9	Storm Drain Pipe AASHTO M 294 CPE - Size 24”	Storm Drain Pipe: By the linear foot. Includes full compensation for all pipe measured along the horizontal centerline of the pipe through all connections, fittings and valves. Includes pipe, excavation, bedding, backfill, potholing, and all appurtenances not itemized in the Bid Schedule.
703.4.1.A	Concrete Structure	Concrete Structure: Lump Sum payment for all work associated with the placement of the effluent structure. Work includes excavation, placement of aggregate base material, material and equipment, rebar, forming and concrete for construct the fully operational outlet control structure. Payment includes all integral steel, slide gate, pipe connections, grates, railing, sumps and all other work not separately itemized in the Bid Schedule.
703.4.1.A.1.1.b	Concrete Embedment Class 3000	Concrete Embedment Class 3000: Includes all materials, tools, labor, forming and equipment necessary for placement of all other concrete work specified in the Concrete Structure and not separately itemized in the Bid Schedule. This includes all work associated with the influent piping.
2050.4.1.B.1	Subgrade Geotextile	Payment by the square yard for subgrade geotextile to the limits shown on the drawings and indicated on the Bid Schedule.
2050.4.1.B.1	Protection Geotextile	Payment by the square yard for protection geotextile to the limits shown on the drawings and indicated on the Bid Schedule.
2770.4.1.B.1.a	Polyethylene Liner	Installation of new HDPE liner as indicated in the bid schedule and shown on the drawings in accordance with manufacturer’s recommendation. Includes all pipe attachments, structure attachments, seams, seals, air vents and safety rope, all as indicated on the drawings. The quantity indicated is the rectangle measurement of the pond with trench anchor and recognizes that the arcs would be waste.
2010.4.1.A.1	Mobilization	Mobilization: By Lump Sum. Allowable amounts for partial payment of mobilization are as follows: <ol style="list-style-type: none"> 1) 60% of the contract unit price or 6% of the total contract amount, whichever is less, will be paid on the first monthly progress estimate. 2) 40% of the contract unit price or 4% of the total contract amount, whichever is less, will be paid on the second monthly progress estimate providing that productive work

		<p>on the project has been initiated.</p> <p>3) Upon completion of all work on the project, payment of any amount bid for mobilization in excess of 10% of the total original contract amount will be paid.</p> <p>Total contract amount is defined as the original total of all bid items plus the cost of items paid for at invoice as shown on the original bid schedule</p>
--	--	---

3. SUBSTANTIAL AND FINAL COMPLETION

Bidder agrees that the contract will be substantially complete within 120 calendar days from the start date listed on the Notice to Proceed and the date of Final Completion is 135 calendar days from the start date listed on the Notice to Proceed.

4. LIQUIDATED DAMAGES

Bidder accepts the provisions of the Agreement as to liquidated damages in the event of failure to complete the Work within the times (substantially completed and completed for final payment) as specified in the Agreement.

5. SURETY

If Bidder is awarded a construction contract from this Bid, the surety who provides the Performance and Payment Bond(s) shall be:

NATIONWIDE MUTUAL INSURANCE COMPANY, whose address is,

12639 W. EXPLORER DR SUITE 200 BOISE, ID 83713
 Street City State Zip

6. LICENSE

In compliance with ORS 671.530, no bid for a construction contract shall be received or considered by the public contracting agency unless the Bidder (Contractor & Subcontractors) is registered with the Construction Contractor's Board.

Bidders License No.: 193226

Bidders Tax Identification No.: 20-1093387

State of Incorporation, (if applicable): Idaho

7. BIDDER

If Bidder is:
An Individual

By: _____
 Print name (Signature)

Doing business as _____

(Seal) Business Address: _____

Phone No.: _____

A Partnership

By: _____
(Firm Name)

Signature of General Partner: _____

(Seal)

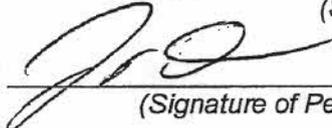
Business Address: _____

Phone No.: _____

A Corporation

By: GRANITE EXCAVATION
(Corporation Name)
IDAHO
(State of Corporation)

(Corporate Seal)

By: 
(Signature of Person Authorized to sign)

Title: PRESIDENT

Attest: Yvette Davis
(Secretary)

Business Address: 23 WARM LAKE HWY CASCADE, ID

Phone No.: (208)-382-4188

Date of Qualification to do Business: 4/30/04

A Joint Venture

By: _____
Print name (Signature)

(Seal)

Address _____

Phone No.: _____

By: _____
Print name (Signature)

(Seal)

Address _____

Phone No.: _____

Phone Number and Address for Receipt of Official Communications:

BRAD SAYERS - ESTIMATOR

(208) 315-2991 OR BRAD @ GRANITE EXCAVATION.COM

(Each joint venture must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above).

Submitted on FEBRUARY 6TH, 2013.



GRANITE
Excavation Inc,
Cascade, ID
We're Diggin This Business

23 Warm Lake Hwy, Cascade, ID 83611 (208) 382-4188

Bid Proposal

To: City of Ontario

From: Granite Excavation, Inc.

Public Works License Number: PWC-C-16558-AAA-2-4

Date: 7/10/2013

Project: Ontario Water Treatment Plant Pond 3 Liner

Prepared by: Brad Sayers

Approved by:

Attn: Jerry Elliott

Please find listed below a copy of our pricing for the above referenced bid.

Bid Schedule Number:

Item No.	Item Description	Quantity	Unit	Unit Price	Total Price
1	Removal Of Obstructions	1	LS	\$905.80	\$905.80
2	Excavation and Embankment	1	LS	\$29,281.58	\$29,281.58
3	Water Main Pipe- Size 4", Type C900	90	LF	\$49.25	\$4,432.50
4	Storm Drain Pipe AASHTO M 294 CPE- 24"	70	LF	\$140.20	\$9,814.00
5	Concrete Structure	1	EA	\$27,162.44	\$27,162.44
6	Concrete Sembedment-Class 3000	1	LS	\$7,574.76	\$7,574.76
7	Subgrade Geotextile	1620	SY	\$3.70	\$5,994.00
8	Protection Geotextile	137	SY	\$21.18	\$2,901.66
9	Polyethylene Liner	1620	SY	\$16.77	\$27,167.40
10	Mobilization	1	LS	\$9,611.54	\$9,611.54
				Total	\$124,845.68

Please See attached Exclusions and/or Clause Sheet for more information for above prices. Any questions or concerns please feel free to get a hold of me at:
Brad@Graniteexcavation.com
(208) 315-2991

Thank you for giving us the opportunity to bid your project! We look forward to working with you in the future.

Accepted:

The above prices, specifications and conditions are satisfactory and are hereby accepted.

Buyer _____

Signature _____

Date of Acceptance _____

Confirmed:

Granite Excavation, Inc.

Authorized Signature: *Brad Sayers*

Estimator: Brad Sayers

AGENDA REPORT

August 1, 2013

TO: Mayor and City Council

FROM: Bob Walker, Public Works Director and
John Bishop, Public Works Operations Supervisor

THROUGH: Jay Henry, City Manager

**SUBJECT: AUTHORIZING THE PURCHASE OF A USED FORKLIFT FROM FEDERAL SURPLUS
PROPERTY DEPARTMENT OF ADMINISTRATION**

DATE: July 23, 2013

SUMMARY:

Attached are the following documents:

- Picture of the current 1957 Clark Forklift
- Picture of the used Forklift to be purchased from the Federal Surplus Property of Idaho

City staff is requesting Council's approval to purchase a used 1992 Hyster Forklift with 382 hours from the Idaho Federal Surplus Property Department of Administration. This is being done to replace the 1957 Clark forklift currently being used by the Water Treatment Plant staff.

PREVIOUS COUNCIL ACTION:

June 17, 2013 Ontario City Council adopted the Fiscal year 2013/2014 budget which includes funding of \$14,000 to purchase a forklift for the Water Treatment Plant Facility.

BACKGROUND:

The Water Treatment Plant staff currently has a 1957 Clark Forklift, purchased from military surplus many years ago, to use for unloading truckloads of chemicals for the Water Treatment Plant operations. The current forklift has served staff well over the years, but because of its age it is becoming obsolete and expensive to maintain. Also due to the height of its mast, it is not convenient when wanting to store chemicals in a storage area with a lower overhead door. Pallets of chemicals have to be handled numerous times by employees using a pallet jack when storing or removing chemicals for use in the plants. Therefore, it would be very beneficial and would enhance productivity if approval is given to purchase a used 1992 Hyster with 382 hours which meets load requirements and height restrictions needed for the Water Treatment Plant operations.

FINANCIAL IMPLICATIONS:

\$14,000.00 was approved by Council in the 2013/2014 Fiscal year budget, Capital Improvement Projects, Equipment Purchase. The City is requesting to expend \$10,500 of these funds to purchase the used 1992 Hyster Forklift.

RECOMMENDATION:

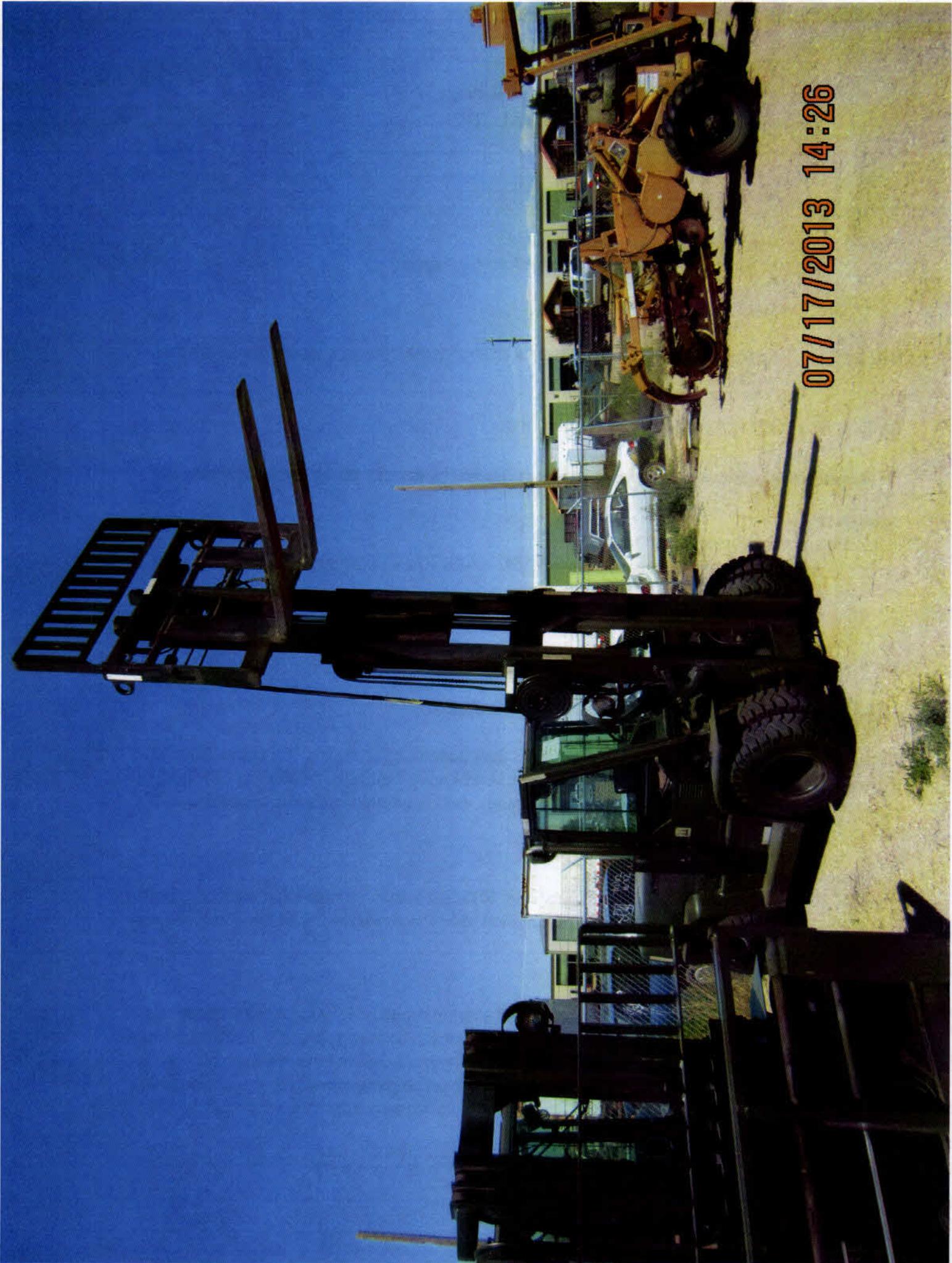
Staff recommends that City Council authorize the purchase of the 1992 Hyster Forklift from the Idaho Federal Surplus Property Department of Administration.

PROPOSED MOTION:

I move that City Council authorize the purchase of the used 1992 Hyster Forklift for \$10,500 from Idaho Federal Surplus Property Department of Administration from the Equipment Purchase Water Fund 105-160-712100.



05/21/2013 13:29



07/17/2013 14:26

AGENDA REPORT

August 1, 2013

TO: Mayor and City Council

FROM: Bob Walker, Public Works Director
John Bishop, Public Works Operations Manager

THROUGH: Jay Henry, City Manager

SUBJECT: AUTHORIZING THE PURCHASE OF A USED 2010 PACIFIC-TEK MODEL LONG REACH VALVE & VAC SYSTEM

DATE: July 24, 2013

SUMMARY:

Attached are the following documents:

- Quote from Pacific Tek for a new Model PV-66-LRT Long Reach Valve & Vac System and PT13-LR Valve Operator
- Quote from Owen Equipment for a new PT13-LR Pacific Tex Valve Exerciser & PV66 Pacific Tek Vacuum System
- Quote from MetroQuip for a used PT13-LR-T Pacific Tex Valve Exerciser & PV66 Power-Vac System
- Picture of the used Pacific Tek Valve & Vac System

City staff is requesting City Council to approve the purchase of a used 2010 Pacific-Tek Valve Exerciser and Vac unit with 74 hours on it from MetroQui0p Equipment Solutions of Meridian, Idaho. This unit is requested to replace the currently used hand-held hydraulic turner that is 20+ years old and is failing mechanically.

PREVIOUS COUNCIL ACTION:

June 17, 2013 Ontario City Council adopted the 2013/2014 Budget which includes funding of \$45,000 to purchase a new Hydraulic Valve Turner for the Public Works Operations Department.

BACKGROUND:

The City of Ontario Water Distribution System has approximately 1,700 valves that need to be exercised annually. A six inch valve requires 36 revolutions to open and close it. The Public Works Operations Utility crew currently has an older hand-held hydraulic valve turner that has been rebuilt at least one time and currently has mechanical issues. When this piece of equipment is broken down, it becomes a major problem for crews when they have to manually turn valves when doing

emergency repairs. We have had several injuries to staff because of over extending elbows and necks when the water valves break loose during their operations. Therefore, it would be very beneficial to purchase a newer hydraulic valve turner and vac unit which can be safely operated by staff for annual maintenance of the water valves in the distribution system as well as during emergency repairs on the system.

FINANCIAL IMPLICATIONS:

Forty-five thousand dollars was approved by the Council in the 2013/2014 budget in Capital Improvements Projects (14WAT-19, 105-160-719214). The City Public Works Operations staff is requesting to expend \$26,000 of these funds to purchase a used 2010 Pacific-Tek Valve Exerciser and Vac Unit with 74 hours on it.

RECOMMENDATION:

Staff recommends the City Council authorize the expenditure of \$26,000 to MetroQuip Equipment Solutions.

PROPOSED MOTION:

I move City Council authorize the purchase of a used 2010 Pacific-Tex Valve Exerciser and Vac Unit for \$26,000 from Metroquip Equipment Solutions from the Capital Improvement Project Fund 14WAT-19, 105-160-719214.



July 8, 2013

2231 Cape Cod Way - Santa Ana, CA. 92703
Ph: 714-835-3088/ 1-800-884-5551 Fax: 714-835-3091
www.pacific-tek.com

Mr. John Bishop
City of Ontario
Ontario, OR. 97914

Dear John,

Listed below is the description and pricing on a valve n' vac trailer.

Pacific-Tek Model PV-66-LRT Long Reach "Valve & Vac" System consisting of :
Model PV-66 "Power-Vac" which is powered by a 14 HP electric start gas engine driving a 300 CFM positive displacement Roots blower @ 15" of vacuum. Angled debris tank holds 66 gallons of spoils. The unit includes a 3" dia. by 25 ft. flexible hose and non-conductive 3" by 6 ft. pickup tube. Three stage filtration, hour and service interval meter, vacuum relief and gauge are all standard.

Model PT13-LR Long Reach Valve Operator. This unit produces up to 800 ft. lbs. of torque and turns from 5 to 45 RPM. Twin extendable arms can reach up to 11 ft. from their mounting pad and lock in place for turning valves. Controls include directional control, torque control, speed control, position lock on/off, digital revolution counter. Unit secures for road travel. Unit is data collection ready. Power for the valve operator is a 6 GPM Hydraulic pump driven by a 13 HP gas engine

Trailer: Above equipment is mounted on a custom single axle 3,500 Lb. GVW utility trailer. This is a two level diamond plated deck unit with all standard highway equipment and electric brakes. Towing hitch can be either ball or pintle type.

Total System Price: _____ **\$ 35,200.00 + freight**

Freight to Ontario, Or. _____ **\$ 2,000.00**

OPTION: Data Collection system. A basic data collection system which captures rotations and torque required to turn each valve including a small tablet computer can be furnished. It also lets you collect 4 or 5 other bits of data.

Price for Data Logger w/ computer: _____ **\$ 2,600.00**

FOB: Santa Ana, CA
Delivery: 6 weeks ARO

Payment terms: Net 30 days

Let us know if you have any questions or need any additional information.

Regards,
Dan Skorcz – President
Pacific Tek, Inc.



6-27-13

John Bishop
City of Ontario
444 S.W. 4th Street
Ontario, OR 97914

Subject: Valve Exerciser and Vac Unit

Dear John:

I am pleased to quote you on the Pacific Tek valve exerciser and vacuum unit that you are interested in. We truly appreciate the opportunity to earn your business...

- (1) PT13-LR Pacific Tek Valve exerciser, 13HP gas engine, hydraulic driven head, 800 ft. lbs. of torque, extendable reach up to 11ft., rotation direction control, adjustable torque control, extendable arm lock, revolution and torque readout
- (1) PV66 Pacific-Tek Vacuum system, 14HP gas engine, 66 gallon capacity, 300 CFM of air flow, 3" suction hose x 25ft long, 3 stage filter system with washable element, vacuum relief valve (factory set at 15Hg), gauges
- (1) Trailer for both units above, single axle, stop, tail, turn lights, 3,500lbs axle, electric brakes, 2-15/16" ball hitch

Valve Exerciser, Vacuum System Mounted on Trailer Complete	\$35,000.00
Freight	\$ 2,000.00

We appreciate the opportunity to earn your business....!

Sincerely,

Si Norris

Si Norris
Sales, Equipment & Supply
Office: 503-255-9055
Cell: 503-805-7032
E-mail: snorris@owenequipment.com

Portland 12831 NE Whitaker Way • PO Box 30959 • Portland, OR 97294
(503) 255-9055 • fax (503) 256-3880

Kent 848 3rd Ave South • Kent, WA 98032
(253) 852-5819 • fax (253) 852-8913

www.owenequipment.com





QUOTE

MetroQuip, Inc.

1953 E. Commercial
 Meridian, ID 83642
 ph:(208)344-3318 fax:(208)345-5931
rsmith@metroquip.net

QUOTATION NO. USEDVALVEX
 DATE July 10, 2013
 CUSTOMER ID CITYONTARIO
 EXPIRATION DATE 8/30/2013

TO John Bishop
 City of Ontario
 444 S.W. 4th Street
 Ontario, OR 97914
 (541) 889-8572

SALESPERSON	FOB	PAYMENT TERMS	DUE DATE
Ray Smith	Ontario	Standard Terms and Conditions	in Stock

*****ALL USED EQUIPMENT IS SOLD AS-IS WHERE-IS AND IS SUBJECT TO PRIOR SALE*****

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1.00	PV66-PT13LR-T Pacific Tek Rental/Demo Unit	\$26,000.00	\$26,000.00
	*PV66 Power-Vac Skid Mounted w/ 15HP Kohler Gas Engine, Electric Start, 3" x 25' Suction Hose w/ Fittings, Ridgid Hose Extension, Vacuum Gauge, Re-Useable Filter Element, 66 Gallon Capacity, Locking Door, Fixed Dump Design;		
	*PT13-LR Long Reach Valve Excerciser, Computer Ready, Adjustable Turn Speed, Adjustable Torque Settings, Digital Rotation Read Out, Digital Torque Read Out, Aluminum Valve Key Extensions, Valve Key Socket, Valve Key Swivel Socket, Halogen Work Light, 15HP Kohler Engine, Electric Start, 8 Gallon Hydraulic Tank, Hydraulic Filter;		
	*Single Axle Trailer, 3,500 LBS Axle w/ Brakes, Tounge Jack w/ Wheel, Work Platform, Expanded Metal Storage Box, Tool Box, Suction Tube Holder, 2-5/16" Ball Hitch Both Engines Just Serviced		
	*Delivery, set-up, training is included in pricing		

Quoted By: Ray Smith (208) 914-0916

SUBTOTAL	\$	26,000.00
SALES TAX		
TOTAL	\$	26,000.00

This is a quotation on the goods named, subject to the conditions noted below:
 This quotation is valid for 30 days from date shown above. These prices do not include any freight charges, sales tax, FET, or
 other applicable taxes unless noted. All sales are subject to availability and/or prior sale.

To accept this quotation, sign here and return: _____

THANK YOU FOR YOUR BUSINESS!



07/17/2013 15:28

AGENDA REPORT

August 1, 2013

TO: Mayor and City Council

FROM: Bob Walker, Public Works Director
Marcy Skinner, Planning & Zoning Technician

THROUGH: Jay Henry, City Manager

SUBJECT: EAST IDAHO AVENUE STREET REPLANTING PROJECT

DATE: July 29, 2013

SUMMARY:

Attached are the following documents:

- Exhibit "A" Total Maintenance Savings Per Year
- Exhibit "B" Tree Maintenance Agreement
- Exhibits "C-G" Pictures of project area

The City was approached by Meadow Outdoor Advertising with a proposal to eradicate the diseased trees along East Idaho Avenue. This project is estimated to run approximately \$24,150, and Meadow Outdoor Advertising is requesting the City contribute \$10,000 towards the project. The Public Works Director has suggested the City's contribution to be half the cost of the concrete work and the base material installation which would be \$5,000.

The project includes the removal of ten Green Ash street trees in a row on the north side of East Idaho Avenue from the KFC/A&W Restaurant (#1639) to the Verizon store (#1671). These trees were recently evaluated from an Arborist and were found to be in a poor, diseased condition. The Arborist report is on file with the Planning Technician. Since being planted, the trees and shrubs surrounding the diseased trees have been sprayed and maintained by the City of Ontario.

ALTERNATIVE:

Continue spraying and maintaining trees and maintaining and collecting garbage from the surrounding shrubs.

FINANCIAL IMPLICATIONS:

Costs of the removal of trees, replanting of better species, stamping concrete, and regular maintenance will be saved. It has been calculated that the total maintenance cost per year saved will be \$689 per year.

RECOMMENDATION:

Staff recommends that the City Council approve the replanting and maintenance agreement adjacent to East Idaho Avenue with Meadow Outdoor Advertising with a contribution from the City of \$5,000.

PROPOSED MOTIONS:

- 1.) I move the City Council approve the Agreement between the City of Ontario and Meadow Outdoor Advertising for the maintenance of the street trees along East Idaho Avenue based upon contract review by the City Attorney. Furthermore, that the City Manager be authorized to sign the agreement with Meadow Outdoor Advertising.

- 2.) I move the City Council contribute \$5,000 towards the East Idaho Avenue Street Replanting and Maintenance Agreement with Meadow Outdoor Advertising.

East Idaho Avenue Trees

Insecticide for 16 trees = \$45 per year

Casoron weed spray = \$150 per year

Trimming the trees, 3 hours = \$250 per year

Trimming the ground cover, 0.5 hours, SRCl work crew, 3X a year = \$98 per year

Check the drip system, 4 hours per year = \$146

Total maintenance cost per year on 18 trees: \$689 per year

\$689 x 60 year agreement = \$41,340



P.O. Box 331 (mailing) • 1127 Bargeway Rd (shipping) • The Dalles, OR 97058 541-296-9684 • FAX 541-296-1855

**CITY OF ONTARIO, OREGON / MEADOW OUTDOOR ADVERTISING
 TREE MAINTENANCE AGREEMENT – EAST IDAHO AVE.**

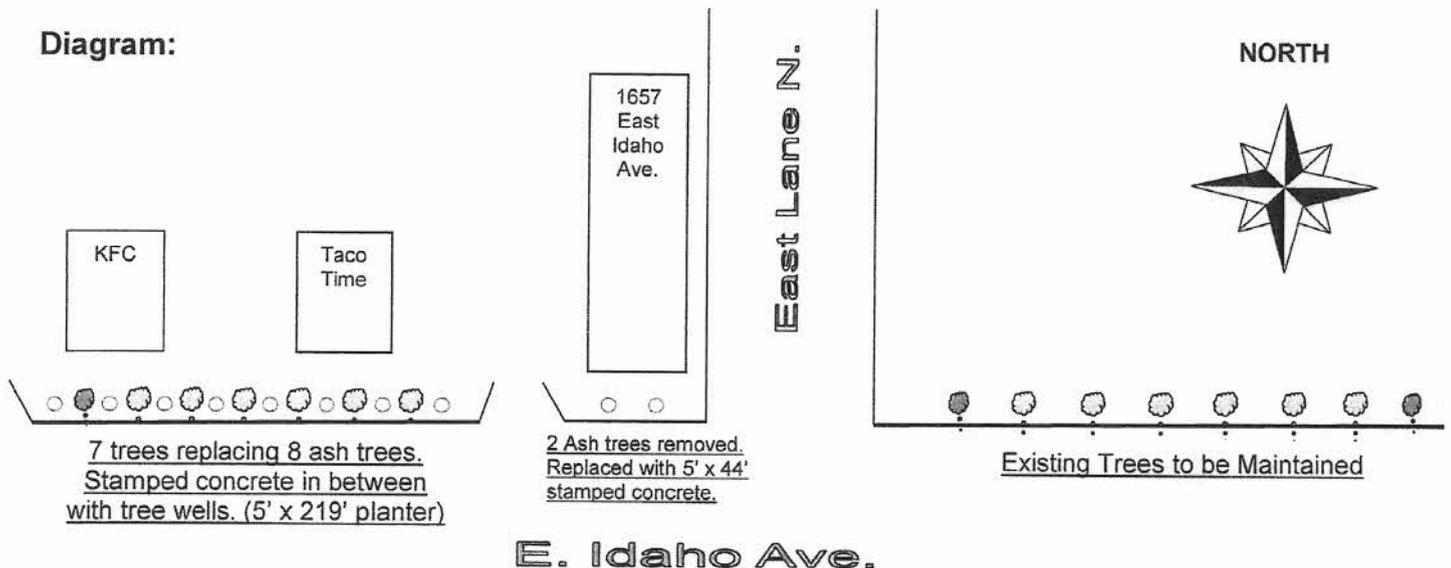
This agreement is made this _____ day of _____, _____ by and between the City of Ontario hereinafter referred to as "the City" and Meadow Outdoor Advertising, hereinafter referred to as "Meadow".

The City agrees to allow Meadow to remove ten (10) Green Ash Trees growing along E. Idaho Ave. in the immediate vicinity of 1657 E. Idaho Ave. The trees in question are located on the north line of E. Idaho Ave. immediately to the west of East Lane N. Meadow agrees to replace the trees by planting one (1) Crimson Spire Oak and six (6) Chanticleer Pears as shown in the diagram below. Trees will be planted in areas between the existing ash trees. Ground cover vegetation will be removed and replaced with stamped concrete and tree wells.

Meadow agrees to trim and maintain the newly planted trees for the term of this agreement. Meadow will maintain the trees by trimming, pruning and providing chemicals to keep the trees healthy. The City of Ontario will provide water to the trees. In addition, Meadow will maintain the eight (8) trees to the east of East Lane N. The fifteen (15) trees will be trimmed so as not to encroach on the west bound lanes of E. Idaho Ave. and so as not to encroach on the adjacent sidewalk. The height of the fifteen (15) trees will be maintained at a maximum height of fifteen (15) feet in order to maintain clear views of the businesses and signage adjacent to the trees. See attached Exhibit "A" for a detail of the proposed concrete work area. See Exhibit "B" for a copy of the approved bid and scope of work. See attached Exhibit "C" for a breakdown of the project costs and the party responsible for each cost.

Key:

- - Red Spire Oak
- - Chanticleer Pear
- - Current Ash Trees (removed)



The provisions on the reverse side of this agreement are incorporated into and made a part of this agreement by reference.

Exhibit "A"

Tree Replacement and

Stamped Concrete Detail

@ Taco Time

Taco
Time
Building



Parking Lot Area

Parking Lot
Exit

Existing Sidewalk

30'

Stamped Concrete
5' wide between trees

5' x 5' Cast Iron Tree Wells
matching wells east of
East Lane N.

E. Idaho Avenue

Exhibit "B"

Jul 09 13 05 46p

Brian Shepard

541 372 0152

p.1

Brian M Shepard Construction

2621 Hwy 201

Napa, Ca 94713

CCB 185481

Office 541 372 2202

cell 541 212 8183

brian@shepard35@hotmail.com

Estimate

Estimate No: 1028

Date: 7/9/2013



335 Tot
Measure Outdoor
John Layman
Side walks in Ontario
Price breakdown

	Quant	Unit	Amount
Removal of trees	1.00		\$4,000.00
Excavation	1.00		\$5,650.00
Base Install	1.00		\$4,000.00
Concrete install	1.00		\$5,000.00
Tree Planting	1.00		\$1,500.00
Tree Grates	1.00		\$3,000.00
Total			\$24,150.00

Exhibit "C"
Project Cost Contribution Summary

The basic scope of this project is to remove ten (10) existing ash trees and replace them with six (6) new pear trees and one (1) new oak tree that will be more disease and heat resistant. Existing ground cover foliage will be removed and replaced with stamped concrete as requested by the City of Ontario. Cast iron tree wells will be installed around each of the seven new trees. The benefit of this project will clearly be to open the view of the properties, their businesses and the signage that have been hidden from view due to the overgrown and diseased Ash Street Trees along E. Idaho Avenue.

Total cost for this project will be \$24,150.00 broken down per the quote as follows:

Removal of Trees -	\$4,000.00
Excavation -	\$5,650.00
Base Install -	\$4,000.00
Concrete Install -	\$6,000.00
Tree Planting -	\$1,500.00
<u>Tree Grates -</u>	<u>\$3,000.00</u>
Total Cost -	\$24,150.00

Contributions per party are as follows:

City of Ontario -	\$10,000.00
Meadow Outdoor -	_____
Jeff Casey (Landowner) -	_____
Danny Poon (Landowner) -	_____
Todd Stewart (Landowner) -	_____
<hr/>	
Total Contributions -	\$24,150.00

Initials:



NE East Ln

E Idaho Ave

30

8



Exhibit "E"
East Idaho Avenue
Tree Planting Project
08-01-2013



Exhibit "F"
East Idaho Avenue
Tree Planting Project
08-01-2013



Exhibit "G"
West Idaho Avenue
Tree Planting Project
08-01-2013



PUBLIC HEARING - AGENDA REPORT

August 1, 2013

TO: Mayor and City Council

FROM: Marcy Skinner, Planning & Zoning Technician
Jesse Winterowd, Winterbrook Planning

THROUGH: Bob Walker, Public Works Director

SUBJECT: **ORDINANCE #2680-2013: AN ORDINANCE ANNEXING APPROXIMATELY 48 ACRES OF LAND NORTH OF SW 18TH AVENUE AND SOUTH OF THE ONTARIO MUNICIPAL AIRPORT, ASSIGNING CITY AD, AIRPORT DEVELOPMENT ZONING, AND DECLARING AN EMERGENCY**

DATE: July 29, 2013

SUMMARY:

Attached is the following document:

- Ordinance #2680-2013

The proposed Ordinance #2680-2013 addresses a request for Annexation and Zoning of City owned Tax Lots 3001, 3200, 3300, and 3400, totaling 48 acres. The lots are currently zoned Urban Growth Area (UGA) Commercial and will be rezoned to City AD, Airport Development Zone. This is a Comprehensive Plan and Zoning Map amendment, Map Number 18S4733D.

BACKGROUND:

July 8, 2013 The Ontario Planning Commission made the recommendation to approve the request for Annexation and Zoning of City owned tax lots currently zoned UGA Commercial to City AD, Airport Development.

RECOMMENDATION:

Staff recommends Annexation and Zoning of City owned Tax Lots 3001, 3200, 3300, and 3400; Map 18S4733D, rezoning from UGA Commercial to City AD, Airport Development.

PROPOSED MOTIONS:

- 1) I move that the City Council declare an emergency for the passage of Ordinance #2680-2013.

- 2) I move that the City Council adopt Ordinance #2680-2013, AN ORDINANCE ANNEXING APPROXIMATELY 48 ACRES OF LAND NORTH OF SW 18TH AVENUE AND SOUTH OF THE ONTARIO MUNICIPAL AIRPORT, ASSIGNING CITY ZONING, based on the information and Findings of Fact as set forth in Action 2013-05-04CPAMD and the Planning Commission and City Council staff report, to **APPROVE** the request to annex and rezone City owned tax lots 3001, 3200, 3300, and 3400 of Map 18S4733D from UGA Commercial to City AD, Airport Development, on First Reading by Title Only and Declaring an Emergency.

- 3) I move that the City Council adopt Ordinance #2680-2013, AN ORDINANCE ANNEXING APPROXIMATELY 48 ACRES OF LAND NORTH OF SW 18TH AVENUE AND SOUTH OF THE ONTARIO MUNICIPAL AIRPORT, ASSIGNING CITY ZONING based on the information and Findings of Fact as set forth in Action 2013-05-04CPAMD and the Planning Commission and City Council staff report, to **APPROVE** the request to annex and rezone City owned tax lots 3001, 3200, 3300, and 3400 of Map 18S4733D from UGA Commercial to City AD, Airport Development, on Second and Final Reading by Title Only and Declaring an Emergency.

ORDINANCE #2680-2013

AN ORDINANCE ANNEXING APPROXIMATELY 48 ACRES OF LAND NORTH OF SW 18TH AVENUE AND SOUTH OF THE ONTARIO MUNICIPAL AIRPORT, ASSIGNING CITY ZONING, AND DECLARING AN EMERGENCY

WHEREAS: The City of Ontario has prepared annexation documentation in file 2013-05-04CPAMD (Exhibit 1- Appendix B); and

WHEREAS: The City is able to provide necessary sewer and water utilities to the subject properties within a reasonable period following annexation as documented in file 2013-05-04CPAMD (Exhibit 1- Appendix C); and

WHEREAS: Development of the subject properties as allowed under proposed City zoning will not result in significant impacts to state transportation facilities, as documented in staff report to the Planning Commission; and

WHEREAS: To implement the Comprehensive Plan Transportation Policy 10-12-5(2) it is necessary to annex and re-classify land within the airport safety approach zone from Urban Growth Area Commercial to the City Airport Development zone in accord with the City of Ontario Municipal Code, Oregon Revised Statute and Oregon Administrative Rule provisions for annexation and rezoning; and

WHEREAS: Hearings were held before the Ontario Planning Commission on July 8, 2013 and before the City Council on August 1, 2013 after legal notice of this hearing was given to affected property owners, affected agencies; and to the local newspaper and electronic media, and otherwise as required by Sections 106-03 and 106-15 of the Ontario Municipal Code; and

WHEREAS: At the conclusion of the August 1, 2013 Public Hearing, the City Council, based upon the Planning Commission's favorable recommendation and upon a motion duly made and seconded, voted to approve the request as set forth above based on decision criteria, findings of fact and conclusions of law as set forth in this order and exhibits attached hereto by this reference.

FINDINGS OF FACT:

- 1) The City Council adopts the findings and conclusions in the Planning Staff Report, testimony received, and the findings made by the Planning Commission as the basis for this decision; and
- 2) The City Council accepts the Planning Commission's concluding recommendation on the subject proposal.

CONCLUSIONS OF LAW

- 1) The burden of proof is upon the applicant in proving the proposal fully complies with applicable Code criteria, Oregon State Statutes and Oregon Administrative Rules.
- 2) The City Council finds that above-mentioned exhibits, evidence and testimony presented at the hearings, address relevant comprehensive plan policies, standards of the Municipal Code, Statewide Planning Goals, Oregon Revised Statute and Oregon Administrative Rules sufficiently to support the burden of proof needed to approve the proposed amendment.

ORDER in the **APPROVAL** of a portion of Land Use Action **2013-05-04CPAMD** filed by City of Ontario to implement annexation agreements with property owners whose lands are the subject of this action. The properties to be annexed are shown on Exhibit 1- Map 1 and are generally identified and zoned Urban Growth Area Commercial as follows:

<u>Ref #</u>	<u>Map & Tax lot #</u>	<u>Acres</u>	<u>Owner</u>
8180	18S4707 #3001	15.0	City of Ontario
17901	18S4707 #3200	1.9	City of Ontario
7737	18S4707 #3300	23.5	City of Ontario
18503	18S4707 #3400	7.1	City of Ontario

NOW THEREFORE LET IT HEREBY BE ORDERED THAT PROPERTIES IDENTIFIED IN EXHIBIT 1 – MAP 1 AND FURTHER DESCRIBED IN EXHIBIT 2 BE ANNEXED TO THE CITY OF ONTARIO AND ASSIGNED THE CITY AIRPORT DEVELOPMENT ZONE:

- 1) This order in **APPROVAL** of the annexation and re-zoning contained in Planning File **2013-5-04CPAMD** and further described in Exhibit 1 – Map 1 and Exhibit 2 was reviewed and approved by the City Council on this 1st day of August, 2013.

EFFECTIVE DATE: The ordinance shall become effective upon signing by the Mayor.

PASSED AND ADOPTED by the Common Council of the City of Ontario this 1st day of August, 2013, by the following vote:

AYES:

NAYS:

ABSENT:

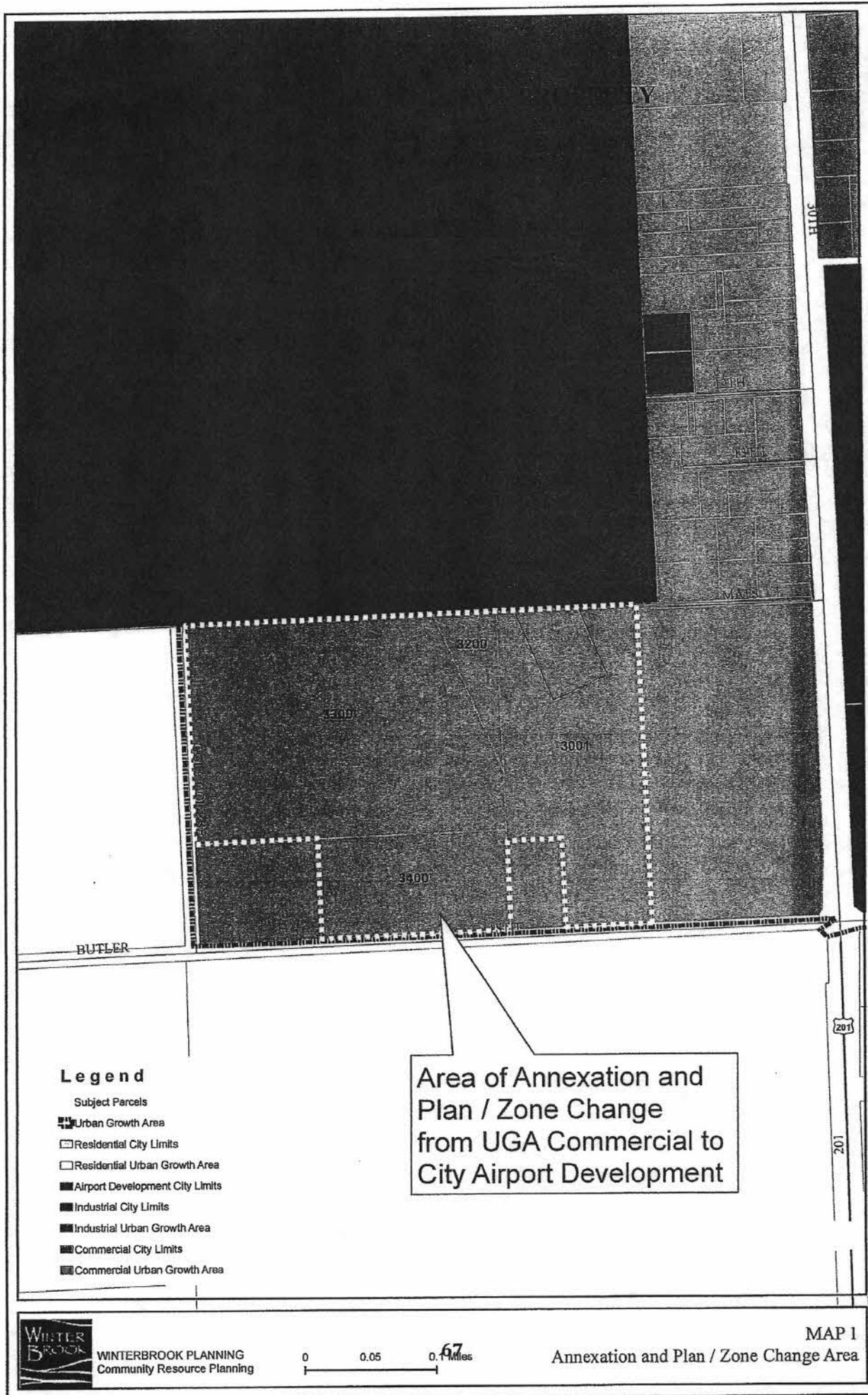
ABSTAIN:

APPROVED by the Mayor this 1st day of August, 2013.

ATTEST:

Dan Jones, Council President

Tori Barnett, MMC, City Recorder



Legend

- Subject Parcels
- Urban Growth Area
- Residential City Limits
- Residential Urban Growth Area
- Airport Development City Limits
- Industrial City Limits
- Industrial Urban Growth Area
- Commercial City Limits
- Commercial Urban Growth Area

Area of Annexation and
Plan / Zone Change
from UGA Commercial to
City Airport Development

