

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

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

- 1) **Call to order**
Roll Call: Norm Crume _____ Tessa Winebarger _____ Charlotte Fugate _____ Thomas Jost _____
Larry Tuttle _____ Betty Carter _____ Mayor Ron Verini _____

2) **Pledge of Allegiance**

This Agenda was posted on Wednesday, October 28, 2015. Copies of the Agenda are available at the City Hall Customer Service Counter and on the city's website at www.ontariooregon.org.

3) **Motion to adopt the entire agenda**

4) **Consent Agenda: Motion Action Approving Consent Agenda Items**

- A) Minutes of Regular Meeting of 10/19/2015 1-9
B) Approval of the Bills

5) **Department Head Updates: Thursday**

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

7) **Old Business:**

- A) Ordinance #2711-2015: Amend OMC Chapter 4 Title 3-Limiting Business Registration Requirements to Businesses With a Fixed Location (*Final Reading*) 10-12
B) Ordinance #2712-2015: Amend Comprehensive Plan & Zoning Map Rezoning Old Armory to C-1, City Light Commercial (*Final Reading*) 13-19

8) **New Business**

- A) Resolution #2015-150: Intent to Establish LID #48 - Dorian Drive to Plaza Subdivision 20-31
B) Appointment to Recreation Board: Eric Evans 32-33

9) **Hand-Outs/Discussion Items**

- A) STIP Enhancement Project 2018-2021: Proposed Sidewalk Locations
B) Minutes: County Court 10/14/2015; 10/21/2015
C) Minutes: SREDA
D) Financials

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

11) **Adjourn**

ONTARIO CITY COUNCIL MEETING MINUTES

Monday, October 19, 2015

The regular meeting of the Ontario City Council was called to order by Mayor Ronald Verini at 7:00 p.m. on Monday, October 19, 2015, in the Council Chambers of City Hall. Council members present were Ronald Verini, Norm Crume, Betty Carter, Charlotte Fugate, Tessa Winebarger, Thomas Jost, and Larry Tuttle.

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

Charlotte Fugate led everyone in the Pledge of Allegiance.

AGENDA

Mayor Ronald Verini advised that the public hearing would be moved to under the consent agenda.

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

CONSENT AGENDA

Norm Crume moved, seconded by Charlotte Fugate, to approve the Consent Agenda, which includes the Minutes from the Regular Meeting of October 5, 2015, and Approval of the Bills. Roll call vote: Crume-yes; Winebarger-yes; Fugate-yes; Jost-yes; Tuttle-yes; Carter-yes; Verini-recused. Motion carried 6/0/0/1. Mayor Ronald Verini recused himself.

PUBLIC HEARING

Ordinance #2712-2015: Amend Comprehensive Plan and Zoning Map Rezoning Old Armory to C-1, City Light Commercial (First Reading)

Dan Cummings, Planning and Economic Development Director, presented.

At its regular meeting of October 12, 2015, the Planning Commission heard the rezone proposal contained in Planning File 2015-08-13 RZ, which was applicable to two properties located along the south side of NW 8th Avenue with one of the properties known as Tax Lot 201, on Assessor's Map 18S47E04AC which is on the west side NW 8th Street and the other property known as Tax Lots 2600 and 2700 Assessors Map 18S47E04AD that are between NW 7th Street and NW 8th Street and south side of NW 8th Avenue.

The City of Ontario's Comprehensive Plan was adopted by the Ontario Planning Commission and City Council in 1978. On May 22, 1985, the Land Conservation and Development Commission (LCDC) acknowledged the City of Ontario's Comprehensive Plan. The most recent updates of the City's Comprehensive Plan for the area in concern occurred in 2007 when the City made substantial amendments to the Ontario Comprehensive Plan to address the implications of the new year 2027 and 2056 population and employment projections, and the Ontario Urbanization Study. This analysis acknowledged a need for additional recreational facilities to serve long-term projected population of Ontario.

The properties are currently zoned in the city under Public Facility (PF), and it is requested that these properties be rezoned to Neighborhood Commercial (C-1) to recognize the new proposed use of a gymnastic/dance cheer club in a former public building of which both the gymnastic and dance clubs are a permitted use in the C-1 Zone.

The request for rezone needs a recommendation for approval or rejection from the Planning Commission to the City Council, who will be the decision maker for this request. This action specifically seeks approval for rezone from Public Facility (PF) to Neighborhood Commercial (C-1) for two parcels (three tax lots) of land within the city limits of the City of Ontario and the following findings are the criteria of Ontario City Code Section 10B-20-30 REQUIRED FINDINGS, DECISION CRITERIA, Subsections a through g.

FINDINGS:

- A. The City of Ontario Municipal Code policies contained in the City of Ontario Comprehensive Plan, which conforms to the Statewide Planning Goals; generally, if a proposed rezone meets all criteria and standards contained in the OMC, the request will be consistent with Comprehensive Plan Policies and therefore conform to the Statewide Planning Goals. As this proposal meets the criteria in the above section, this proposal is consistent with Statewide Planning Goals.
- B. The findings show that the request is within goals and conformance of the acknowledged Comprehensive Plan. Therefore, this proposal has demonstrated to be consistent with the Comprehensive Plan.
- C. The applicant states that the surrounding area is zoned Public Facility (PF), High Density Residential (RM10), Duplex Residential (RD40) and Mobile Home (RMH). With the change in the development of the City to the east side of town, rezoning these properties to allow for new types of businesses would help entice new businesses to move or develop in this portion of town. Therefore, there is a change in social condition, and demonstrates that this criterion is met.
- D. The applicant states that the area surrounding the subject property is predominately zoned High Density Residential (RM10) and Duplex Residential (RD40). And Mobile Home (RMH) and granting this request would not be grant a special privilege but would be granting a zone that would blend in with the surrounding area and provide for better use of the property. Rezoning to a zone to provide new services to the area would not be considered as the granting of a special privilege for a single property or group of property owners.
- E. The subject properties sizes are more than adequate to demonstrate consistency with this criterion as there is no minimum parcel size in the commercial zones with size being determined by type of use.
- F. The properties are properly related to streets and public facilities and the existing uses and services demonstrate that uses allowed in the proposed zone can be provided.
- G. The findings shows that the conditions of the neighborhood are such that the subject property and surrounding area are zoned for Public Facilities (PF) and mixed Residential (RM-10, RD-40 & RMH) use. The proposed use will not change the conditions of the neighborhood except to provide an enhancement of needed recreational services to the currently underserved school-age children. There is a defensible argument that any chance of impacts will be minimal, if any. In any case, requirements in the OMC applicable to uses in the zone Neighborhood Commercial (C-1) will ensure that impacts from dust, noise, vibration, odor, heat, glare, lighting, or discharges into the air, water or land are minimized.

The Planning Commission at a Public Hearing on October 12, 2015 made a motion that the request for rezone of the subject property from Public Facility (PF) to Neighborhood Commercial (C-1), as set forth in ACTION 2015-08-13RZ be recommended for APPROVAL to the City Council, based on the information, findings and conclusions at said Public Hearing.

PROPOSERS:

Erin Merello: As a parent of a child, who has been at Hot Shots for over 4 years now, I just want to say that this place makes these kids so happy, and they have friends that come from all different places, I come from New Plymouth where there is no program at all that is close to this. I drive over here once, twice or three times a week for gymnastics, and it is important for the kids. They learn discipline, they put in a lot of hard work into what they do, and they are constantly learning new things all the time. It is important skill builder; it makes them proud of what they do and what they can accomplish. We are trying to put forth children into this society who have structure, discipline, who can listen to somebody that gives them instructions can follow instructions and this program is really important for those skills. This program is an athletic builder, these kids are extremely athletic, it is really important for these kids that don't play soccer or football or basketball or volleyball, this is a completely different athletic outlet for them, that they don't get anywhere else. Anna and John are fantastic role models for them, my kids, it is like another family they come here and they treat the kids with respect and the kid's give that

back, and it has been an amazing program for us and my daughter, who struggles with discipline and hyper activity. It does speak for itself and you have all these kids, they all signed this and the youngest on being 2 ½ years old. Parents came out, there are kids here. This program is really important to us, because it is one of a kind. I am a single parent, and for me to get both my kids to everything they do, but if I had to drive to Caldwell or Nampa or Boise, it would not be possible for us. So their program makes that possible.

A PETITION WAS PROVIDED FOR INCLUSION INTO THE RECORD, SIGNED BY 50 CHILDREN.

Larry Sullivan, City Attorney, stated that this was a land use hearing, and the issue that the council has to determine, is whether the request to change the zone of this property from public facility to C1 is a good idea or a bad idea. Sullivan said it does not have much to do with whether or not if you are supportive of the gymnastic academy or whether or not it is beneficial to you or your families to have gymnastics academy at that location. Sullivan suggested that for the council's benefit, it would be better if you have information about the impact on the neighborhood, of having this property changed from public facility zone to commercial zone.

Melissa Williams: I live in the neighborhood, where the gymnastic facility is, and only see it as an asset. If this zoning change would allow for this facility or other facility's to be in the place of the old armory, I would speak for everybody that we would really support that, any of these kids that live in the neighborhood. Williams felt as far as the negative impact, she could not imagine there would be one to the community. It is a wide open space, there is very few facility's like it, that would allow for this kind of facility, so I really want to urge you to consider their request for a re-zone, we have written a letter, that speaks to how this has impacted our family, and many of the other kids we have observed or educators, my husband and I.

Jetone Phillips: The location of the property, is actually a really good location, because it is directly across the street from the fairgrounds. So you have the fairgrounds, the huge open park right there, so that does not affect any residential of the people that are living in close proximity of the property, it is a convenient location to get to because there are no restaurants nearby, there are no retail stores nearby, so there is not a lot traffic, going over to the property, so you don't have children playing in the street, so nobody is in danger right there. So the location is actually really convenient, it doesn't interfere with anything else that is going on in the city. So if I understand correctly, as far as how it is affecting the community, it has a great impact on the community because it is an easy location to get to, without having distractions from any and everything else that goes on around in the community like, if it were to be in the Wal-Mart area or back in the shopping center where you have Albertson's or restaurant's there is a lot of traffic right there. A lot of these children when the parents drop them off, quite a few get dropped off, so there left there and there are not a lot of people lurking in that area, as if it was a grocery store or any other stores in the area. So as far as turning it into a C1 Commercial, whatever that means, that would be a good thing, because where the location is, is very effective, so for those children like on Fridays, is open gym, so even the children that is in the community, they don't have to get a ride over to the fairgrounds is where the property is, trying to either catch a bus or car pool. So they can skate board, ride a bike, run or whatever.

Carla Smith: My daughter attends the gymnastics, but I am in walking distance of the armory. I don't see a negative impact; we got the 4H there, which my older daughter went to for years. You have the park; you have the baseball grounds, which do make people more cautious with children. I find this is a great location. But I haven't shone like all this extra traffic or things like that, that would affect a residential community, it is pretty quiet, the kids are well watched and I don't see it affecting the community in a negative way, I think it is a positive thing for our children, are children's children, and hopefully my grandchildren.

Vicki Johnson: My daughter and I, Kellie Smith and my granddaughter, Victoria, we just moved here about four weeks ago, and we met Jetone at the school, and she invited us to gymnastics and we have taken my granddaughter, I don't have a vehicle because my daughter goes to Treasure Valley so therefore I can walk. I can take her, and she loves it. She cries when she has to go home, it is easy to get to, and we just love it, everybody is friendly, and there is no traffic like they said. I think it is a good thing, because I have not seen anything else that she can join in her age group beside that.

Damon Belcher: My daughter's also go, but what I want to comment on is the fact that the armory set empty for quite a while before Hot Shots moved in there and as far as I am concerned it is great to have someone in a facility and instead of it setting empty ideal and not being used, I mean we all look around and see some of these empty buildings, the mall, and it would be great if we could change it and keep Hot Shots here, as a stand point of having a service for the people in the area and having a building with a business in it.

Erica Palomo: I am on team, with Hot Shots, I really think that we have lost a lot, like the pool, the golf course, the really only thing we have is gymnastics and it has made my life like happy, and it is the only thing I love. Every day when I get home from school, I say mom, mom take me to gymnastics, she says homework and gymnastics really has helped me with homework to get it done first, and gymnastics has really helped me overcome my fears and helped me.

There were no opponents and the public hearing was closed.

Thomas Jost moved, seconded by Betty Carter, that the City Council accepts the Findings of Fact as presented and the Planning Commission recommendation for City Council approval of the requested rezone. Roll call vote: Crume-yes; Winebarger-yes; Fugate-yes; Jost-yes; Tuttle-yes; Carter-yes; Verini-yes. Motion carried 7/0/0.

Tessa Winebarger moved, seconded by Charlotte Fugate, that the City Council adopt Ordinance #2712-2015, AN ORDINANCE AMENDING THE CITY OF ONTARIO COMPREHENSIVE PLAN AND ZONING MAP FROM CITY PUBLIC FACILITY (PF) TO NEIGHBORHOOD COMMERCIAL (C-1) ZONE CLASSIFICATION FOR TWO PROPERTIES (THREE TAX LOTS) ON TAX MAP 18S47E04AC IDENTIFIED AS TAX LOT 201; AND TAX MAP 18S47E04AD IDENTIFIED AS TAX LOTS 2600 AND 2700; on First Reading by Title Only. Roll call vote: Crume-yes; Winebarger-yes; Fugate-yes; Jost-yes; Tuttle-yes; Carter-yes; Verini-yes. Motion carried 7/0/0.

OLD BUSINESS

Ontario Community Church Request to Allow Parking in Alley

Done at Thursday 10/15/2015 work session.

NEW BUSINESS

Ordinance #2711-2015: Amend OMC 4-3 Limiting Business Registration Requirements to Businesses with a Fixed Location (First Reading)

Larry Sullivan, City Attorney, presented.

In 2015, the City Council enacted Ordinance No. 2702-2015 to establish a business registration requirement for businesses operating in the City. The ordinance requires many businesses to complete a registration application with the City, whether or not those businesses have a physical location in the City. The purpose of proposed Ordinance No. 2711-2015 is to change the business registration requirements to exclude all businesses that are not operating from a fixed business location in the City.

One of the stated purposes for enacting Ordinance No. 2702-2015 was to provide the Fire Department with information about the physical layout of businesses, as well as potential fire hazards. This would not apply to businesses that have no fixed location in the City.

In addition, if a business has no fixed location in the City, it is difficult to determine what business activities are being conducted in the City except by word of mouth. This makes it difficult to uniformly enforce the business registration requirement.

Charlotte Fugate asked how much a permit to sell Christmas trees was.

Chief Alexander replied that it was \$20 a day or \$200 a season.

Councilor Fugate felt that the Council should table the ordinance.

Mr. Sullivan reminded them this was only the first reading.

Charlotte Fugate moved, seconded by Betty Carter, the City Council approve **Ordinance No. 2711-2015, AN ORDINANCE AMENDING CHAPTER 4 OF TITLE 3 OF THE ONTARIO CITY CODE TO LIMIT THE CITY'S BUSINESS REGISTRATION REQUIREMENTS TO BUSINESSES WITH A FIXED LOCATION IN THE CITY;** on First Reading by Title Only. Roll call vote: Crume-yes; Winebarger-yes; Fugate-yes; Jost-Yes; Tuttle-no; Carter-yes; Verini-yes. Motion carried 6/0/1.

Ordinance #2710-2015: Amend OMC 3-4-3(A) to Add a Business Registration Exemption for Businesses Engaged in Pick-Up/Delivery of Goods (Final Reading)

Larry Sullivan, City Attorney, presented. Larry suggested that it be tabled until after the seconded reading of Ordinance #2711-2015.

This is the second reading of Ordinance No. 2710-2015, exempting certain delivery businesses with no physical location in the City from the City's business registration requirements. The first reading of 2710-2015 was approved by the Council at its meeting on October 5, 2015. No changes have been made in the ordinance since the first reading.

Since the first reading, staff has been requested to do another ordinance making further changes in the City's business registration ordinance to require that only businesses with a fixed location in the City be required to register. Those changes appear in proposed Ordinance No. 2711-2015, which is also on the Council agenda for a first reading. The changes made in proposed Ordinance No. 2711-2015 accomplish all the purposes of Ordinance No. 2710-2015 and make the enactment of Ordinance No. 2710-2015 unnecessary.

Staff recommends that the City Council place the first reading of Ordinance No. 2711-2015 ahead of the second reading of Ordinance No. 2710-2015 on the agenda. If the Council approves a first reading of Ordinance No. 2711-2015, the second reading of Ordinance No. 2710-2015 should be tabled until after the second reading of Ordinance No. 2711-2015. If the Council approves a second reading of Ordinance No. 2711-2015, a second reading of Ordinance No. 2710-2015 should be permanently removed from the agenda because there will be no reason to enact Ordinance No. 2710-2015 at that point.

Norm Crume moved, seconded by Charlotte Fugate, that the Council table Ordinance No. 2010-2015 until after the second reading of Ordinance No. 2711-2015. Roll call vote: Crume-yes; Winebarger-yes; Fugate-yes; Jost-yes; Tuttle-yes; Carter-yes; Verini-yes. Motion carried 7/0/0.

Resolution #2015-148: Updating OLCC Fees for Alcohol Licensing

Mark Alexander, Police Chief, presented.

The Police Department would like to updates fees for alcohol licensing.

The Police Department processes, reviews, makes recommendations and presents to Council various liquor license applications and charges a fee to do so. It has been determined one such fee is out of compliance in accordance to ORS. This prompted a review of fees relating to liquor licensing.

ORS sets maximum fees a local government can charge for licensing and are as follows:

- \$100.00 for an original application. The City currently charges \$50.00.
- \$75.00 for a change in ownership, location or privilege. The City currently charges \$50.00.
- \$35.00 for a license renewal. The City currently charges \$10.00.
- \$35.00 for a temporary or special event. The City currently charges \$50.00.

Staff is recommending the City impose the maximum allowed fees for alcohol related licensing.

Councilor Tuttle asked if the other fees had to be raised or that we were just lowering the one that was higher than Oregon mandated. There were 40-50 annual renewal fees that had been charged. Special events were estimated to be around 2-3 per month.

Councilor Crume asked Chief Alexander if it was justifiable increasing the \$50.00 fee to \$100.00 fee.

Chief Alexander thought that it was a justifiable increase.

Mr. Cummings thought that it was around 15 minutes to process the application and the same amount of time with the Police Department.

Charlotte Fugate moved, seconded by Tessa Winebarger, that the Council adopt **Resolution 2015-148, A RESOLUTION UPDATING FEES FOR ALCOHOL LICENSING**. Roll call vote: Crume-yes; Winebarger-yes; Fugate-yes; Jost-yes; Tuttle-no; Carter-yes; Verini-yes. Motion carried 6/0/1.

Resolution #2015-149: General Fund Budget Change – Accept C.O.P. Donation to OPD

Mark Alexander, Police Chief, presented.

The Police Department has received unexpected revenue from donations and would like to expend those funds. A budget change will be required to do so.

The Citizens on Patrol program, through the police department, recently received \$140.00 in various donations to support the program.

The police department did not budget to receive and expend these funds and would like to make an adjustment in order to do so. It is proposed that the budget change for expenditures be recognized within the Police Department's Citizens on Patrol line item.

It is proposed that the revenues and expenditures be recognized within the City's General Fund, Police Department.

Tessa Winebarger moved, seconded by Thomas Jost, that the Council adopt **Resolution 2015-149, A RESOLUTION ACKNOWLEDGING RECEIPT OF REVENUE FUNDS AND APPROPRIATING EXPENDITURES WITHIN THE GENERAL FUND**. Roll call vote: Crume-yes; Winebarger-yes; Fugate-yes; Jost-yes; Tuttle-yes; Carter-yes; Verini-yes. Motion carried 7/0/0.

Statement of Qualifications for WWTP Outfall Mixing Zone Services

Betsy Roberts, CH2, City Engineer, presented.

The Public Works Department sent a letter soliciting a Statement of Qualifications from three firms on the City's current engineering on-call list regarding design services for Outfall Mixing Zone evaluation and design. Responses have been received from all of those firms in addition to a response from the CH2M team. Selection of a firm to complete the work as quickly as possible is needed to fulfill the requirements of the Oregon Department of Environmental Quality (ODEQ) as part of the renewal process for the City's National Pollutant Discharge Elimination System (NPDES) Permit.

SOQ Respondents include:

- Murray Smith & Associates
- Anderson Perry
- Keller Associates
- CH2M

Budget approval during annual budget setting period for NPDES permit related activities. Funding would come from **LINE ITEM: 110-165-618900**

The City of Ontario discharges treated wastewater into the Snake River during the winter months under an NPDES Permit. As part of the NPDES permit renewal process, the ODEQ is requiring evaluation of a number of potential compliance issues for the City of Ontario Wastewater Treatment Plant. Part of the ODEQ's concern is with regard to the City's wastewater outfall system. In 2013 the City Engineer completed a mixing zone study identifying several possible enhancements to improve the compliance issues identified by ODEQ. Because improvements will likely require work in the Snake River on the actual outfall pipe itself (in-water work), it is anticipated that some type of Army Corps of Engineers (ACOE) will be needed.

The firm conducting the work needs to have an excellent relationship with both the ODEQ and the ACOE, a firm understanding of outfall mixing zone software and experience with similar outfall design.

This effort is required by the ODEQ as part of the NPDES permit renewal process. Alternative action is relatively minimal, as the work must be completed in a timely manner.

The firms providing responses are all professional engineering firms and should be selected based on qualifications, not cost. Starting from this basis, there is currently no exact dollar amount associated with the project, as a winning consultant must be selected; scope of services confirmed and fee negotiations begun. An estimated amount of up to \$50,000 has been set aside as part of the line item in the annual budget for NPDES Permit to support this mixing zone effort.

Councilor Fugate asked for her recommendation.

Ms. Roberts thought that Murray Smith was the top choice, followed by Anderson Perry.

Councilor Jost asked if Murray Smith had worked with the City before.

Ms. Roberts answered that the City had worked on several projects with Murray Smith as well as Anderson Perry.

Norm Crume moved, seconded by Charlotte Fugate, that the City Council authorize a Notice to Proceed for Professional Engineering Services for the WWTP Outfall Mixing Zone Services to Murray Smith Associates Consulting Firm and that the City Manager begin negotiations immediately. Roll call vote: Crume-yes; Winebarger-yes; Fugate-yes; Jost-yes; Tuttle-yes; Carter-yes; Verini-yes. Motion carried 7/0/0.

Recommendation to Purchase Street Sweeper via NJPA Contract

Betsy Roberts, CH2, City Engineer, presented.

The City of Ontario is a member of the National Joint Powers Alliance (NJPA): #2369. This alliance originated in Minnesota and has expanded to become a national system. The NJPA's primary purpose is:

"Among other areas of serving members, NJPA creates national cooperative contract purchasing solutions on behalf of its member agencies which include all government, education and non-profit agencies nationwide and in Canada. These cooperative contract opportunities offer both time and money savings for their users by consolidating the efforts of numerous individually prepared solicitations to one national, cooperatively shared process. This process leverages the aggregation of volume from members nationwide."

More information can be found at their website: <http://www.nipacoop.org/>

- Budget approval during annual budget setting period for a new street sweeper at the amount of \$66,840 annually on lease to own purchase agreement.

The Public Works Department is in need of a new street sweeper, and capital budget has been allotted for the purchase. In reviewing the situation, staff recognized that the City was a member of the NJPA program, and that it could be possible to take advantage of the cost discounts and time savings available in equipment purchase through the alliance. In reviewing the opportunities, the City could purchase the same sweeper as it has currently specified from MetroQuip at an NJPA cost of \$298,850. MetroQuip is contracted through Federal Signal Corp. who has the vendor contract with the NJPA. Using the NJPA contract, where it fits the needs of the City, saves both money and time. By using the NJPA contract, staff can eliminate the time and effort needed to develop an advertisement for bid, answer bid questions and evaluate bids. The NJPA contract has already evaluated and selected vendors in a fashion acceptable to Oregon State regulations for purchase of equipment. Being selected on this large contract saves time and therefore money for vendors as well, resulting in lower cost to governments making purchases.

Understanding the City's desire to purchase the sweeper through a lease to own process, MetroQuip can provide the following purchase scenarios:

*Purchase Price of \$298,850
3 annual payments of \$102,135.30 @ 2.55% APR
5 annual payments of \$63,175.54 @ 2.85% APR
7 annual payments of \$46,765.74 @ 3.15% APR*

First payment in advance, \$500.00 documentation fee, lease docs include the required Non-Appropriation Clause

The 5 year payment plan fits well with the allotted annual payment established in the City's adopted Annual Budget.

If the City chooses to engage the NJPA contract system, the Public Works staff can immediately engage MetroQuip to begin construction of the sweeper. MetroQuip has assured Public Works staff that the sweeper could be available within 3 to 4 months.

Public Works staff would develop a standard advertisement for bid to solicit bids for the purchase of the sweeper. Alternatively, the City could consider saving approximately \$16,000 and paying the full \$298,850 up front.

The cost of the desired sweeper is \$298,850 through the NJPA contract if purchased outright. If a lease to own scenario is pursued (assuming the 5 year program), the annual cost would be \$63,175.54 for a total of \$316,377.70 (including the \$500 documentation fee).

Staff recommends using the NJPA system to procure the needed street sweeper as recommended and accepted in the Capital Improvements Plan and the City's annual budget.

LINE ITEM: 045-090-712107

Councilor Crume asked if any rules were being broken by the current process.

Ms. Roberts answered that it hadn't been advertised for bid yet so no rules had been broken.

Tessa Winebarger moved, seconded by Charlotte Fugate, that the Council authorize staff to procure the identified street sweeper from MetroQuip, using the NJPA contract, on a lease to own basis for \$63,175.54 for 5 years, including a one-time \$500 documentation fee. Roll call vote: Crume-yes; Winebarger-yes; Fugate-yes; Jost-yes; Tuttle-yes; Carter-yes; Verini-yes. Motion carried 7/0/0.

EXECUTIVE SESSION

An executive session was called at 8:11 p.m. under provisions of ORS 192.660(1)(e) to discuss real property issues. The Council reconvened into regular session at 8:41 p.m.

CORRESPONDENCE, COMMENTS, EX-OFFICIO REPORTS

There would be a Town Hall Meeting in Adrian to discuss the national monument proposed.

There would be a Revitalization Meeting on Tuesday 5-7pm.

ADJOURN

Betty Carter moved, seconded by Larry Tuttle, that the City Council adjourn. Roll call vote: Crume-yes; Winebarger-yes; Fugate-yes; Jost-yes; Tuttle-yes; Carter-yes; Verini-yes. Motion carried 7/0/0.

APPROVED:

ATTEST:

Ronald Verini, Mayor

Tori Barnett, MMC, City Recorder

AGENDA REPORT
November 2, 2015

TO: Mayor and City Council

FROM: Larry Sullivan, City Attorney

THROUGH: Tori Barnett, Interim City Manager

SUBJECT: ORDINANCE NO. 2711-2015, AN ORDINANCE AMENDING CHAPTER 4 OF TITLE 3 OF THE ONTARIO CITY CODE TO LIMIT THE CITY'S BUSINESS REGISTRATION REQUIREMENTS TO BUSINESSES WITH A FIXED LOCATION IN THE CITY-FINAL READING

DATE: October 27, 2015

SUMMARY:

Attached is the following document:

- Ordinance No. 2711-2015

BACKGROUND:

In 2015, the City Council enacted Ordinance No. 2702-2015 to establish a business registration requirement for businesses operating in the City. The ordinance requires many businesses to complete a registration application with the City, whether or not those businesses have a physical location in the City. The purpose of proposed Ordinance No. 2711-2015 is to change the business registration requirements to exclude all businesses that are not operating from a fixed business location in the City. One of the stated purposes for enacting Ordinance No. 2702-2015 was to provide the Fire Department with information about the physical layout of businesses, as well as potential fire hazards. This would not apply to businesses that have no fixed location in the City.

In addition, if a business has no fixed location in the City, it is difficult to determine what business activities are being conducted in the City except by word of mouth. This makes it difficult to uniformly enforce the business registration requirement.

PREVIOUS COUNCIL ACTION:

10/19/2015 Council passed Ordinance 2711-2015 on First Reading.

RECOMMENDATION:

Staff recommends approval of Ordinance No. 2711-2015 on Final Reading.

PROPOSED MOTION:

I move the City Council approve Ordinance No. 2711-2015, AN ORDINANCE AMENDING CHAPTER 4 OF TITLE 3 OF THE ONTARIO CITY CODE TO LIMIT THE CITY'S BUSINESS REGISTRATION REQUIREMENTS TO BUSINESSES WITH A FIXED LOCATION IN THE CITY, on Second and Final Reading by Title Only.

ORDINANCE NO. 2711-2015

AN ORDINANCE AMENDING CHAPTER 4 OF TITLE 3 OF THE ONTARIO CITY CODE
TO LIMIT THE CITY'S BUSINESS REGISTRATION REQUIREMENTS TO
BUSINESSES WITH A FIXED LOCATION IN THE CITY

- WHEREAS, Chapter 4 of Title 3 imposes an obligation on certain businesses to register with the City; and
- WHEREAS, One of the primary reasons that the City Council imposed a business registration requirement on businesses was to establish an inventory of local businesses for fire protection purposes; and
- WHEREAS, Among the businesses required to register are businesses that do not have a fixed location in the City; and
- WHEREAS, Businesses without a fixed location in the City do not raise any fire protection concerns; and
- WHEREAS, It is difficult to uniformly enforce the City's business registration requirement on businesses that do not have a fixed location in the City; and
- WHEREAS, Allowing businesses with no fixed location in the City to claim an exemption from the business registration requirements will continue to accomplish the City's main goals in establishing a business registration system.

NOW THEREFORE, The Common Council for the City Of Ontario Ordains As follows:

Section 1. Section 3-4-2 of Chapter 4 of Title 3 is amended by adding those portions that are underlined and deleting those portions that are stricken, as follows:

3-4-2 REGISTRATION REQUIREMENT

- (A) Except as exempted under Section 3-4-3, businesses engaging in activity in the City must register with the City.
- (B) The following provisions apply to the registration requirement:
- ~~1. Any business that conducts business activities in the City, whether or not the business operates from a physical location in the City, is subject to this chapter.~~
- 2.1. Electronic businesses, including Internet businesses, with a physical fixed location in the City, are required to register.
- 3.2. If more than one business is conducted on the same premises, each business must register separately.

4.3. A single business operation that occupies more than one building must complete only one registration application. The application shall list all buildings and activities carried on in each building.

Section 2. Section 3-4-3(A) of Chapter 4 of Title 3 is amended by adding those portions that are underlined and deleting those portions that are stricken, as follows:

3-4-3 EXEMPTIONS

(A) The following are ~~exempt from the requirement~~ not required to obtain a business registration if they currently qualify for one or more of the following exemptions:

1. A service business operated by a person under the age of 18, such as a lawn mowing business, a newspaper delivery business, a lemonade stand, and the like.
2. Individuals who work only on the premises of, and as part of, a registered business that includes the activity of the individual. Examples include barbers, beauticians, and others who perform services as part of the overall registered business. This exemption does not apply if the overall business operation has not submitted an approved registration application to the City.
3. Persons selling goods or services exclusively during a permitted special event activity where the sponsor of the event has obtained a City permit for the event and has an approved City business registration.
4. Activities that qualify as hobbies or passive holding of property for investment purposes under the U.S. Internal Revenue Code.
5. ~~Any person~~ A business whose business activities in the City, including the activities of all employees, total less than 32 hours per year for all employees, or whose gross annual revenue from business activities in the City is less than \$3,000 for a full year for all employees. This exemption is intended to apply to businesses based outside the City that may do minimal work inside the City and to individuals who engage only in minimal business.
6. ~~A person who sends goods to a customer in the City is not considered to be doing business in the City based solely on the sending or delivering of the goods into the City. A person or organization that does not have a mailing address in the City and does not operate a business from a fixed location in the City is exempt from registering with the City.~~

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

AYES:

NAYS:

ABSENT:

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

ATTEST:

Ronald Verini, Mayor

Tori Barnett, MMC, City Recorder

AGENDA REPORT – OLD BUSINESS

November 2, 2015

TO: Mayor and City Council

FROM: Dan K. Cummings, Planning & Economic Development Director

THROUGH: Tori Barnett, Interim City Manager

SUBJECT: **ORDINANCE #2712-2015: AN ORDINANCE AMENDING THE CITY OF ONTARIO COMPREHENSIVE PLAN AND ZONING MAP FROM CITY PUBLIC FACILITY (PF) TO NEIGHBORHOOD COMMERCIAL (C-1) ZONE CLASSIFICATION FOR TWO PROPERTIES (THREE TAX LOTS) ON TAX MAP 18S47E04AC IDENTIFIED AS TAX LOT 201; AND TAX MAP 18S47E04AD IDENTIFIED AS TAX LOTS 2600 AND 2700, ON SECOND AND FINAL READING**

DATE: October 22, 2015

SUMMARY:

Attached are the following documents:

- Ordinance #2712-2015 (*includes Exhibit "A & B"*)
- Exhibit "A" – Property Description
- Exhibit "B" – Vicinity Map – Tax Map

At its regular meeting of October 12, 2015, the Planning Commission heard the rezone proposal contained in Planning File 2015-08-13 RZ, which was applicable to two properties located along the south side of NW 8th Avenue with one of the properties known as Tax Lot 201, on Assessor's Map 18S47E04AC which is on the west side NW 8th Street and the other property known as Tax Lots 2600 and 2700 Assessors Map 18S47E04AD that are between NW 7th Street and NW 8th Street and south side of NW 8th Avenue, and sent a recommendation onto the City Council for approval.

PREVIOUS COUNCIL ACTION:

Oct 19, 2015 Council conducted a Public Hearing, and approved the 1st Reading of Ordinance #2712-2015.

STAFF RECOMMENDATION:

Staff recommends the Council adopt Ordinance #2712-2015 on Final Reading.

PROPOSED MOTION:

I move that the City Council adopt Ordinance #2712-2015, **AN ORDINANCE AMENDING THE CITY OF ONTARIO COMPREHENSIVE PLAN AND ZONING MAP FROM CITY PUBLIC FACILITY (PF) TO NEIGHBORHOOD COMMERCIAL (C-1) ZONE CLASSIFICATION FOR TWO PROPERTIES (THREE TAX LOTS) ON TAX MAP 18S47E04AC IDENTIFIED AS TAX LOT 201; AND TAX MAP 18S47E04AD IDENTIFIED AS TAX LOTS 2600 AND 2700, on Second and Final Reading by Title Only.**

ORDINANCE #2712-2015

AN ORDINANCE AMENDING THE CITY OF ONTARIO COMPREHENSIVE PLAN AND ZONING MAP FROM PUBLIC FACILITY (PF) TO CITY NEIGHBORHOOD COMMERCIAL (C-1) ZONE CLASSIFICATION FOR TWO PROPERTIES ONE ON TAX MAP 18S47E04AC IDENTIFIED AS TAX LOT 201; AND THE OTHER PROPERTY ON TAX MAP 18S47E04AD IDENTIFIED AS TAX LOTS 2600 AND 2700

WHEREAS, Applicants have initiated a zone change request for two properties (three tax lots) in the City for rezoning of those properties from "Public Facility (PF)" to "Neighborhood Commercial (C-1)", which properties are described in Exhibit "A" and designated on Exhibit "B" Vicinity Map 18S47E04AC, as Tax Lot 201; and 18S47E04AD, as Tax Lots 2600 and 2700; and

WHEREAS, After giving the notice required by law, the City Planning Commission held a public hearing on the requested zone change on October 12, 2015, after which the Ontario Planning Commission made findings of fact and conclusions of law and recommended that the Ontario City Council approve the zone change request for the two subject properties (three tax lots); and

WHEREAS, After giving the notice required by law, the Ontario City Council held a public hearing on the zone change request on October 19, 2015, and having reviewed all evidence and testimony submitted therein, makes the following findings of fact and conclusions of law with respect to the two (three tax lots) subject properties:

- A. The City of Ontario Municipal Code policies contained in the City of Ontario Comprehensive Plan, which conforms to the Statewide Planning Goals; generally, if a proposed rezone meets all criteria and standards contained in the OMC, the request will be consistent with Comprehensive Plan Policies and therefore conform to the Statewide Planning Goals. The applicant has demonstrated in their application that this request is consistent with Statewide Planning Goals.
- B. The findings show that the request is within goals and conformance of the acknowledged Comprehensive Plan. Therefore, this proposal has demonstrated to be consistent with the Comprehensive Plan.
- C. The applicant states that the surrounding area is zoned Public Facility (PF), High Density Residential (RM10), Duplex Residential (RD40) and Mobile Home (RMH). With the change in the development of the City to the east side of town, rezoning these properties to allow for new types of businesses would help entice new businesses to move or develop in this portion of town. Therefore, there is a change in social condition, and demonstrates that this criterion is met.
- D. The applicant states that the area surrounding the subject property is predominately zoned High Density Residential (RM10) and Duplex Residential (RD40). And Mobile Home (RMH) and granting this request would not be grant a special privilege but would be granting a zone that would blend in with the surrounding area and provide for better use of the property. Rezoning to a zone to provide new services to the area would not be considered as the granting of a special privilege for a single property or group of property owners.

- E. The subject properties sizes are more than adequate to demonstrate consistency with this criterion as there is no minimum parcel size in the commercial zones with size being determined by type of use.
- F. The properties are properly related to streets and public facilities and the existing uses and services demonstrate that uses allowed in the proposed zone can be provided.
- G. The findings shows that the conditions of the neighborhood are such that the subject property and surrounding area are zoned for Public Facilities (PF) and mixed Residential (RM-10, RD-40 & RMH) use. The proposed use will not change the conditions of the neighborhood except to provide an enhancement of needed recreational services to the currently underserved school-age children. There is a defensible argument that any chance of impacts will be minimal, if any. In any case, requirements in the OMC applicable to uses in the zone Neighborhood Commercial (C-1) will ensure that impacts from dust, noise, vibration, odor, heat, glare, lighting, or discharges into the air, water or land are minimized.

WHEREAS, The above findings meet all the Criteria's of the City code Section 10B-20-30 REQUIRED FINDING, DECISION CRITERIA,;

NOW THEREFORE, THE CITY OF ONTARIO ORDAINS AS FOLLOWS:

The Ontario Comprehensive Plan and Zoning Map are amended by changing the zone from "Public Facility (PF)" to "Neighborhood Commercial (C-1)" for the property described on Exhibit "A" designated on Exhibit "B" Vicinity Map 18S47E04AC, as Tax Lot 201 and on 18S47E04AD, as Tax Lots 2600 and 2700.

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

AYES:
 NAYS:
 ABSENT:

APPROVED by the Mayor this _____ day of _____, 2015

ATTEST:

 Ronald Verini, Mayor

 Tori Barnett, MMC, City Recorder

Exhibit A

Property Description for Rezone

City Action No. 2015-08-13RZ

Parcel No. 1:

Land in the City of Ontario, Malheur County Oregon, Township 18 South, Range 47 East, W.M., within the SW1/4NE1/4 of Section 4 more particularly described as follows:

Beginning at a point 30 feet South and 30 feet West of the Northeast corner of the Southwest Quarter of the Northeast Quarter (SW1/4NE1/4) of Section Four (4), and running thence West 270 feet; thence South 196.9 feet; thence East 270 feet; thence North 196.9 feet to the point of beginning.

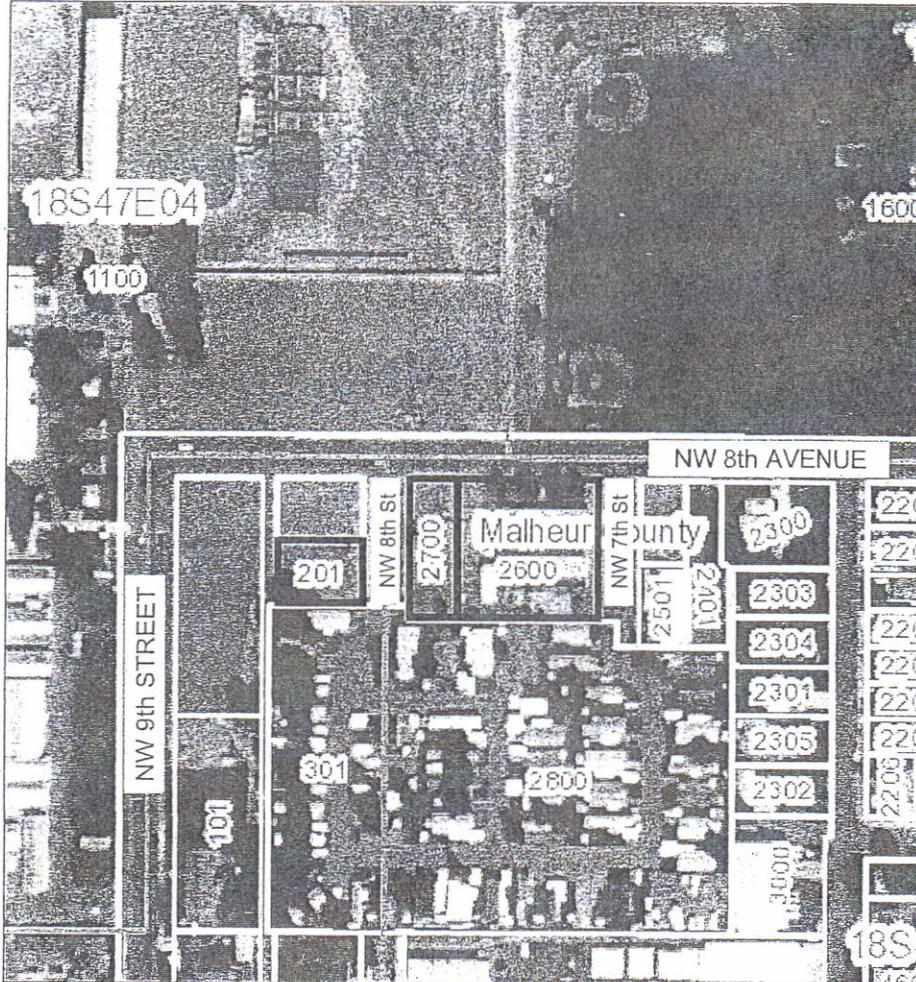
Parcel No. 2:

Land in the City of Ontario, Malheur County Oregon, Township 18 South, R. 47 East, W.M., within the SW1/4NE1/4 of Section 4 more particularly described as follows:

Lot 10, and the South 13.4 feet of Lot 9 of Block 4 of the Fairacres Addition to the City of Ontario, Oregon.

EXHIBIT "B"

Map of Subject Property



720 NW 8th Ave

18s 47e 04 AC TL 201

18s 47e 04 AD TL 2700

18s 47e 04 AD TL 2600

Exhibit A

Property Description for Rezone

City Action No. 2015-08-13RZ

Parcel No. 1:

Land in the City of Ontario, Malheur County Oregon, Township 18 South, Range 47 East, W.M., within the SW1/4NE1/4 of Section 4 more particularly described as follows:

Beginning at a point 30 feet South and 30 feet West of the Northeast corner of the Southwest Quarter of the Northeast Quarter (SW1/4NE1/4) of Section Four (4), and running thence West 270 feet; thence South 196.9 feet; thence East 270 feet; thence North 196.9 feet to the point of beginning.

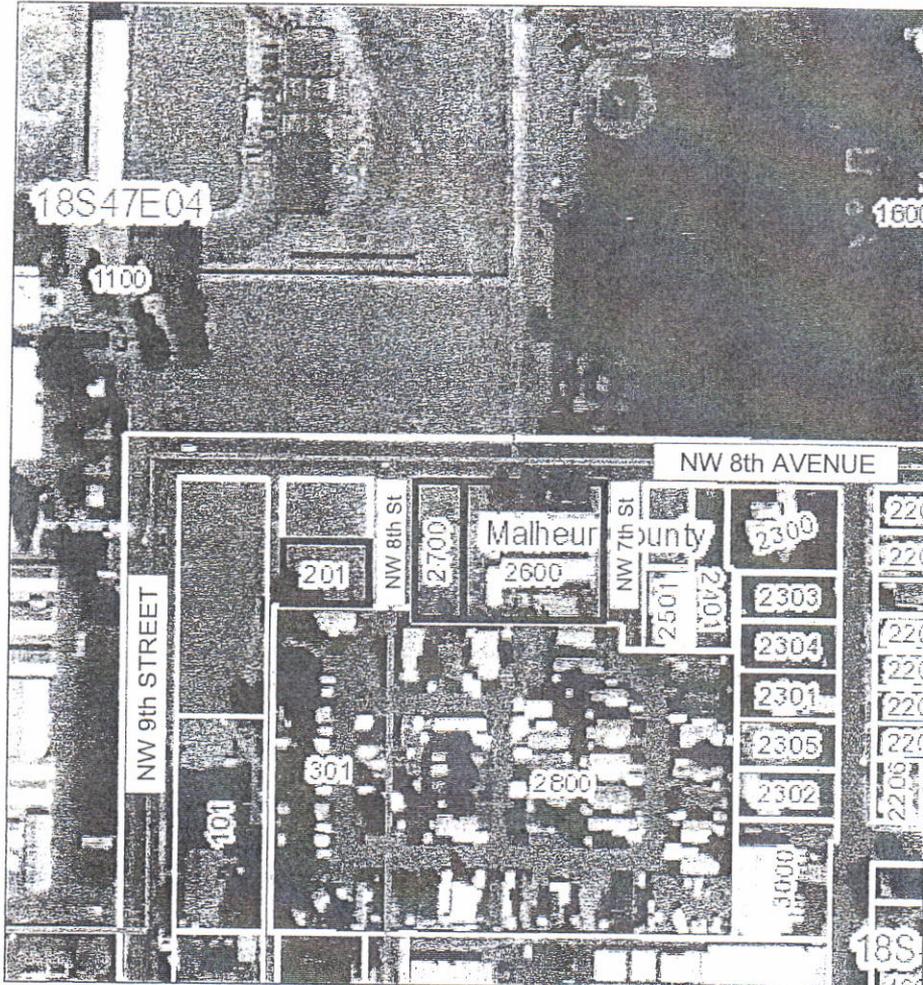
Parcel No. 2:

Land in the City of Ontario, Malheur County Oregon, Township 18 South, R. 47 East, W.M., within the SW1/4NE1/4 of Section 4 more particularly described as follows:

Lot 10, and the South 13.4 feet of Lot 9 of Block 4 of the Fairacres Addition to the City of Ontario, Oregon.

EXHIBIT "B"

Map of Subject Property



720 NW 8th Ave

18s 47e 04 AC TL 201

18s 47e 04 AD TL 2700

18s 47e 04 AD TL 2600

AGENDA REPORT
November 2, 2015

TO: Mayor and City Council

FROM: Cliff Leeper, Public Works Director

THROUGH: Tori Barnett, City Manager Pro Tem

SUBJECT: RESOLUTION #2015-150: A RESOLUTION OF INTENT TO INITIATE IMPROVEMENTS ON WEST IDAHO AVENUE, WEST FROM THE INTERSECTION OF DORIAN DRIVE TO THE PLAZA SUBDIVISION, TO CREATE LOCAL IMPROVEMENT DISTRICT #48 AND AUTHOURIZE THE CITY MANAGER TO DIRECT THE PUBLIC WORKS DIRECTOR TO MAKE A SURVEY AND PLAT OF SUCH PROJECT AND TO SUBMIT A WRITTEN REPORT

DATE: October 26, 2015

SUMMARY:

Attached are the following documents:

- Resolution #2015-150
- Area Map and Proposed LID 48 Boundary
- Ontario Local Improvement District Assessment Procedure
- Letters of Response to the Formation of the LID
- Preliminary Cost Estimate

Public Works staff has received a request for the formation of a Local Improvement District (LID) to construct an extension of West Idaho Avenue from Dorian Drive to Plaza Subdivision. The proposed LID would construct a paved street with curb and gutter, storm water improvements and relocation of the existing irrigation system. Sanitary sewer and water mains are already in place. In all, a total of three property owners are affected. A request for interest in the formation of the LID was sent out to all property owners.

BACKGROUND:

West Idaho Avenue is not improved between Dorian Drive and Plaza Subdivision. There is an existing right of way that is forty feet wide. There are three property owners that have frontage on this portion of West Idaho Avenue. The three properties are within the city limits. Two of the three properties have a Deferred Improvement Agreement (DIA) with the City of Ontario. This agreement commits the property to participate in an LID but also reserves the owner's right to protest the formation of the LID. One of the two properties that have a DIA also has a settlement from a law suit that has resulted in an amount of money to be deposited with the city for their share of the LID costs. Water and sanitary sewer are currently in place in the right of way. A request for an additional ten feet of right of right of way off of all properties would be part of the LID. That would meet the standard for a Neighborhood Collector from the City of Ontario Transportation Plan (Figure 7-5a). Plaza subdivision is fully built out with 48 single family residences. SW 2nd Avenue provides only access/egress to the subdivision. The construction of West Idaho Avenue would provide a second point of access/egress.

City staff prepared preliminary cost estimates for the extension of West Idaho Avenue with curbs, gutters and sidewalks.

Of the three property owners, two have responded back to a request of interest in forming an LID as being against formation of the district. The letter of request to form the district and the two letters against forming the district are attached.

Title 8, Chapter 2, Section 8-2-2 of the City Code, requires City Council authorization by resolution to declare the intent of forming an LID and authorize the Public Works Director to submit a written report. As noted on the procedure, we are at the very first step in the process. There are numerous steps that must be followed in order to create a LID

PREVIOUS COUNCIL ACTION:

None

FINANCIAL IMPLICATIONS:

In the past the city has hired a consulting engineering firm to create the director's report as Step 2 of the procedure. The PW staff will be preparing this report in lieu of hiring an outside firm. Costs for the engineering should be included in the final assessment cost should this project go forward. The City of Ontario would provide interim construction financing. The estimated cost of the improvements is \$405,339. The settlement costs deposited with the City is \$137,977.20 leaving a total estimated cost of \$267,361.80 for interim financing by the City of Ontario.

RECOMMENDATION:

Staff recommends that the City Council approve Resolution 2015-150 dependent upon interim financing.

PROPOSED MOTION:

I move that the City Council adopt Resolution 2015-150 A RESOLUTION OF INTENT TO INITIATE IMPROVEMENTS ON WEST IDAHO AVENUE, WEST FROM THE INTERSECTION OF DORIAN DRIVE TO THE PLAZA SUBDIVISION, TO CREATE LOCAL IMPROVEMENT DISTRICT #48 AND AUTHOURIZE THE CITY MANAGER TO DIRECT THE PUBLIC WORKS DIRECTOR TO MAKE A SURVEY AND PLAT OF SUCH PROJECT AND TO SUBMIT A WRITTEN REPORT.

ALTERNATIVE MOTION I move that the City Council deny Resolution 2015-150.

RESOLUTION #2015-150

A RESOLUTION OF INTENT TO INITIATE IMPROVEMENTS ON WEST IDAHO AVENUE, WEST FROM THE INTERSECTION OF DORIAN DRIVE TO THE PLAZA SUBDIVISION, TO CREATE LOCAL IMPROVEMENT DISTRICT #48 AND AUTHOURIZE THE CITY MANAGER TO DIRECT THE PUBLIC WORKS DIRECTOR TO MAKE A SURVEY AND PLAT OF SUCH PROJECT AND TO SUBMIT A WRITTEN REPORT

WHEREAS, The Ontario City Council recognizes the need to construct a paved street with sidewalk, curb and gutter, a storm water system, irrigation improvements and other ancillary works on West Idaho Avenue between Dorian Drive and Plaza Subdivision; and

WHEREAS, The cost of these improvements will be borne by the property owner by assessment against their property.

NOW THEREFORE, BE IT HEREBY RESOLVED by the City Council for the City of Ontario:

Section 1: That the City Council hereby declares its purpose and intent to initiate the following improvements, paved street with sidewalk, curb and gutter, a storm water system, irrigation improvements and other ancillary works on West Idaho Avenue between Dorian Drive and Plaza Subdivision, which are confined within the boundaries of the district at the expense of abutting and adjacent property owners, the district boundaries and description of said street being more particularly described as follows to-wit:

Tax Map 18S 47E 05CD002 Tax Lot No. 700
Tax Map 18S 47E 05DC001 Tax Lots No's. 502 and 600

Section 2: The City Council hereby deems and declares that the character and kind of improvement, which shall be made on said portion of said streets, which will be sanitary sewer mains and water mains, will be included within the district, which will be known and designated as Local Improvement District No. 48.

Section 3: That the Public Works Director be and he hereby is directed to make a survey and plat of such project and written report, and file the same with the City Recorder within a period of thirty (30) days from the date hereof, which survey, plat and report shall contain all those things required by Title 8, Chapter 2 (8-2-2) of the City of Ontario Municipal Code.

EFFECTIVE DATE: Effective immediately upon passage.

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

AYES:

NAYES:

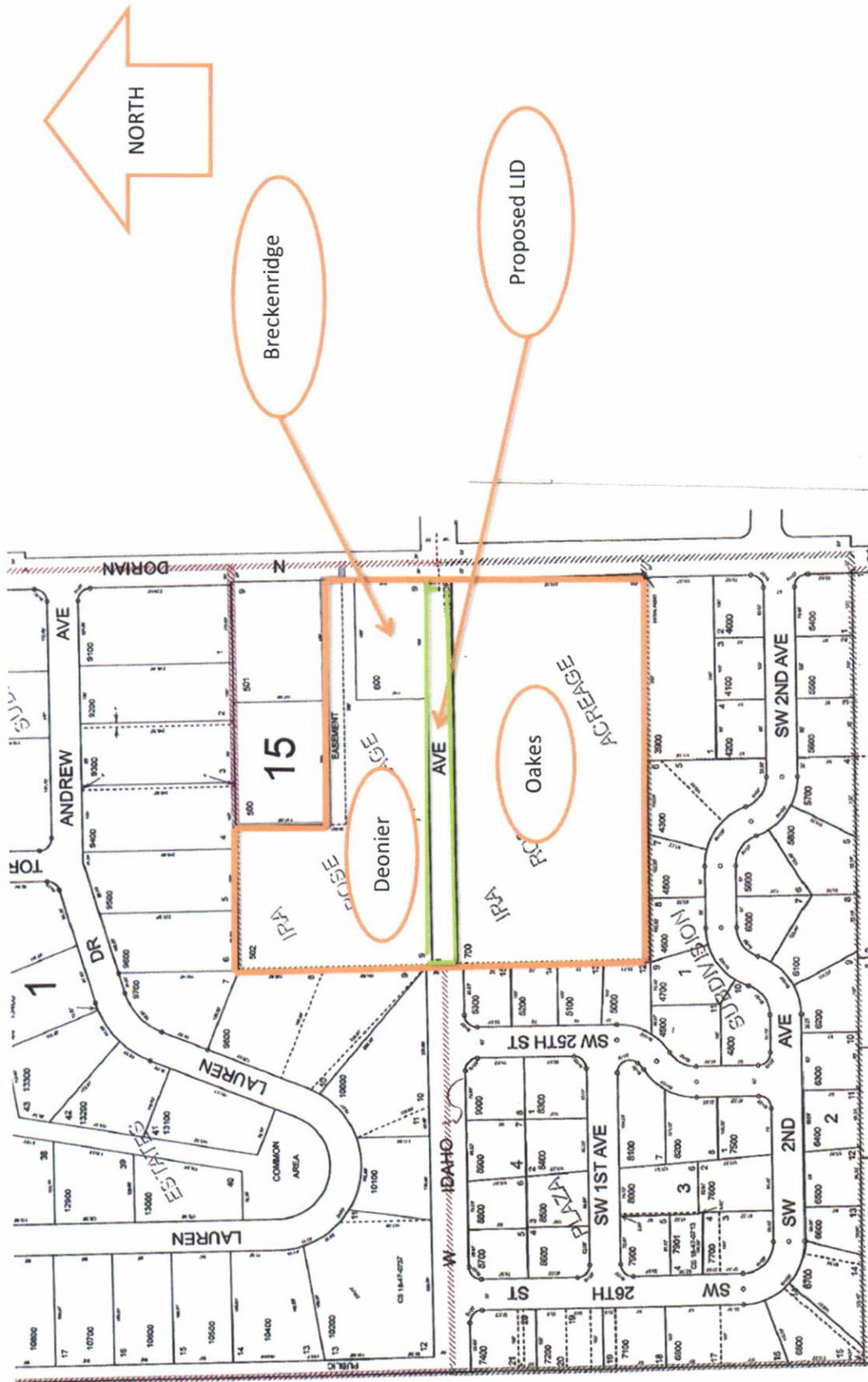
ABSENT:

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

Ronald Verini, Mayor

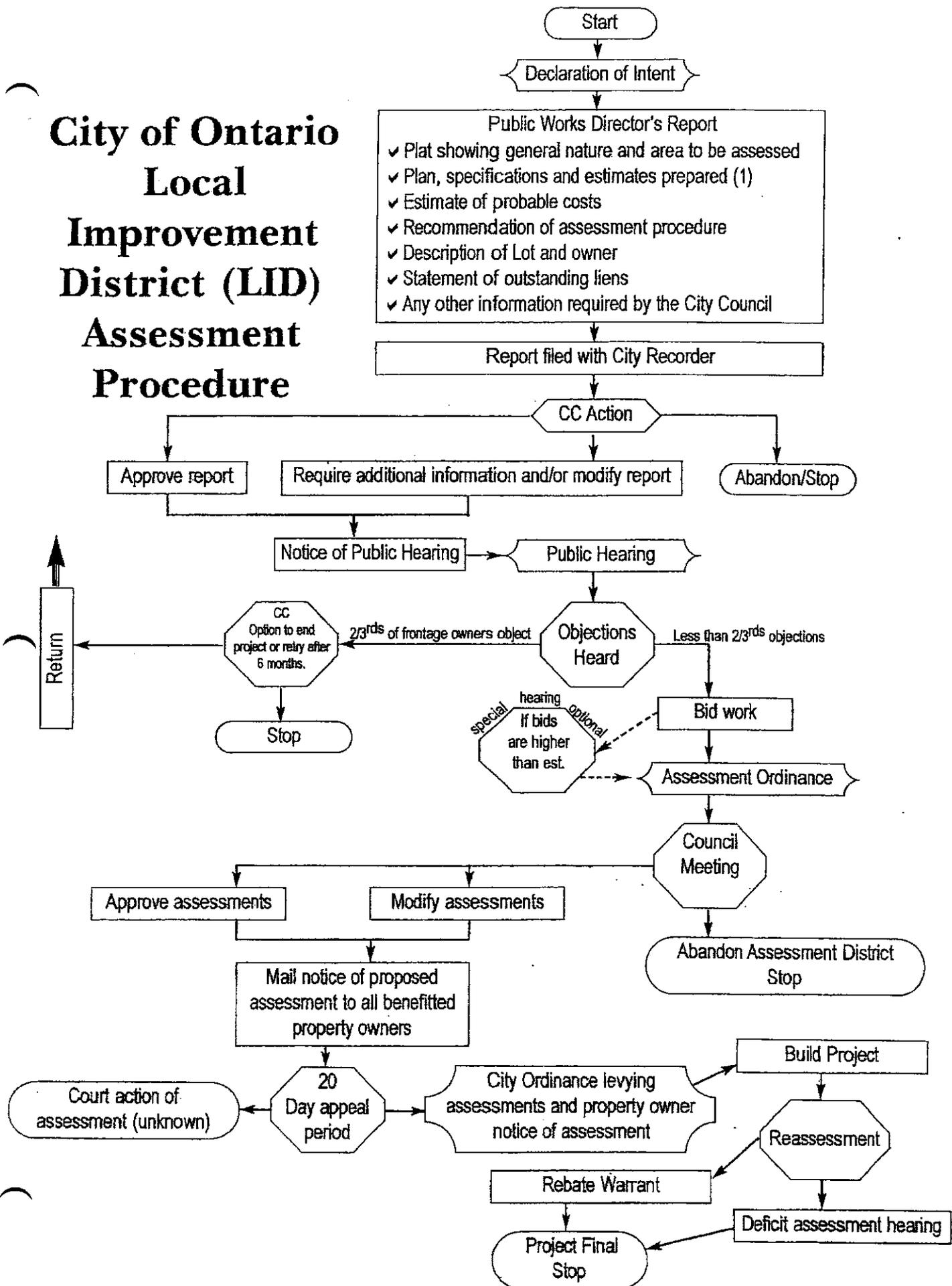
ATTEST:

Tori Barnett, MMC, City Recorder



LID Boundary and Property Owners

City of Ontario Local Improvement District (LID) Assessment Procedure



June 11, 2015

Dan Shepard
City of Ontario
Engineering Division
1551 NW 9th Street
Ontario, OR 97914

Dear Mr. Shepard:

We are the owners of property at 45 N. Dorian Drive in Ontario, tax lot #502, consisting of a home on 2.68 acres in the city limits. The south boundary of our property adjoins a portion of the incomplete section of West Idaho Avenue from Dorian Drive to the dead end street west of Dorian. Our east boundary adjoins a portion of Dorian Drive.

In 2013, the engineering design for LID #48 for the completion of West Idaho Avenue was proposed as a CIP (Capital Improvement Project) during that year's City budget. During review of the proposed budget for projects, funding was pulled for the design of this street construction project.

In 2014, as settlement of a claim filed by us, Chicago Title Insurance Company paid the City of Ontario the sum of \$138,977.20, thereby releasing us from the imposition of any assessments for improvements to West Idaho Avenue or Dorian Drive. That money was put into a capital improvements fund earmarked for the future street extension and widening project.

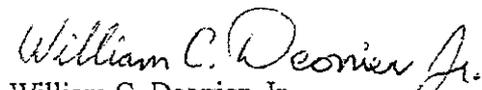
We are hereby requesting that the City proceed with the LID process for the construction of West Idaho Avenue from Dorian Drive to Plaza Subdivision. Completion of this street will make it possible to subdivide our property into approximately seven city lots. It will also provide residents and emergency services with a necessary second entrance to Plaza Subdivision.

Two other property owners would be affected by this LID. Charles Oakes owns tax lot #700. Sarah Breckenridge owns tax lot #600. Sarah Breckenridge is not currently living in Ontario, but mail can be sent to her at 310 E. Sherman Street, Newberg, OR 97132.

If you have any questions, we can be reached at deoniers@hotmail.com or by phone at (541) 889-1182. Thank you.

Sincerely,


Susan D. Deonier


William C. Deonier, Jr.
45 N. Dorian Drive
Ontario, OR 97914

CHARLES S. OAKES

ATTORNEY AT LAW

1052 S.W. 4th Avenue, Ste. 1 - P.O. Box 1047
Ontario, OR 97914

Office (541) 889-2302
Fax (541) 889-2310

LL.M. in Taxation

July 30, 2015

Dan Shephard
CH2M Hill
1551 NW 9th Street
Ontario, OR 97914

Re: LID request for West Idaho Avenue (Proposed LID 48)

Dear Mr. Shephard,

I am responding to your request for a survey of interest among adjacent property owners for completing the proposed LID.

I want to be very clear in stating that I am NOT INTERESTED in completing the proposed LID. Further, I will do everything in my power individually and judicially, including litigation, if necessary, to prevent the proposed LID from occurring.

The request from Bill Deonier to implement an LID appears to be based on the theory that an LID would cost him little or nothing. The title company appears to have to pay the anticipated cost of Bill Deonier's portion of a nonexistent LID for him. Bill Deonier does not appear to have to pay for the LID as his letter says the settlement is "releasing us from the imposition of any assessments for improvements to West Idaho Avenue or Dorian Drive." Whether that is true is not for me to say, but Bill Deonier's motivation is clear, he wants the improvements since he does not have to pay anything for them and he seems to think they will allow him to subdivide his property in a way he apparently finds valuable to him.

Bill Doenier seems to be the only person interested in the proposal. I do not want the extension of the street or the LID. Sarah Breckenridge, the only other adjacent landowner, does not want the extension of the street or the LID; and the neighbors I have spoken to who live past the proposed extension do not want the extension because they like the quiet, relatively traffic-free area on West Idaho, past the proposed extension.

Some of the arguments in favor of NOT COMPLETING THE PROPOSED LID are as follows:

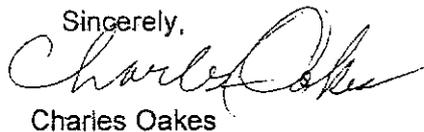
1. The City of Ontario does not have funds budgeted for this LID and would have to find the funds to initially do the construction before selling the bonds to fund the LID for the adjacent landowners. The City of Ontario does not have funds available to complete that construction before the bond sale. Currently planned projects would have to be postponed or cancelled in order to fund this unneeded and unwanted proposed LID.
2. The proposed extension of Idaho Avenue would substantially disrupt the irrigation of the pastures

and lawn of the existing adjacent landowners. The adjacent landowners have water rights through the Old Owyhee Ditch Improvement District, whereby we have rights to irrigate our property each year. The landowners own the water delivery system, including the concrete riser box for distributing the water, as well as the pipeline for water distribution, both of which are in the proposed path of the Idaho Avenue extension. I, personally, have invested thousands of dollars in maintaining the riser box, in my pasture, in the last few years. Attempting to distribute the water to the landowners after the proposed extension of Idaho Avenue would be prohibitively difficult and expensive. Eliminating the water delivery system would make our water rights and shares worthless and make the pasture impossible to maintain, substantially reducing the value of the property.

3. The proposed LID would adversely change the character and culture of the neighborhood by increasing traffic at and beyond the proposed extension of Idaho Avenue and leading to the elimination of the existing pastures and open spaces. The current homeowners I have spoken with (with the exception of Bill Deonier) have said they prefer Idaho Avenue to stop at Dorian Drive so the traffic is lower beyond that point and the existing open spaces remain open.
4. The need does not exist for the extension of Idaho Avenue at this time. Bill Deonier has access to his home and his neighbor to his North has access to their home by the existing road, parallel to the proposed extension of Idaho Avenue. There is no need for the Idaho Avenue extension at this time. Bill Deonier has his house for sale, with plans to move out toward the airport, so the extension of Idaho Avenue is not something he is going to use himself. He is merely attempting to improve the sales value of his property at the expense of his neighbors and his neighborhood.
5. The cost to me of the proposed LID is over \$203,000.00. My property value, according to the Malheur County Assessor, is only \$279,370. I purchased my property and now I have to pay 73% of its value again, for a project that will only harm me. It will not benefit me in any way. It will require me to deed property to the City of Ontario in order to widen the street. It will destroy my irrigation system for my pasture, causing me to have to turn productive land into nonproductive land. It will most likely mean that I will be forced to sell the then nonproductive land in order to afford to pay the LID.

For all of the above reasons, I urge the City of Ontario to stop the proposed Idaho Avenue extension LID until the need for the extension occurs. There is no need now, only costs to the City, to the adjacent landowners, and to the neighborhood.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Charles Oakes

Sarah L. Breckenridge

25 NW 23rd Place Ste. 6 - Box A601
Portland, OR 97210

July 31, 2015

Dan Shephard
CH2M Hill
1551 NW 9th Street
Ontario, OR 97914

Re: LID request for West Idaho Avenue (Proposed LID 48)

Dear Mr. Shephard,

I am responding to your request for a survey of interest among adjacent property owners for completing the proposed LID.

I want to be very clear in stating that I am NOT INTERESTED in completing the proposed LID. I will do everything in my power to stop the proposed LID.

I have reviewed the July 30, 2015 correspondence from Charles Oakes to you. I agree with each of the points made in Mr. Oakes's letter. In addition to Mr. Oakes's letter, I would like to make the following points IN OPPOSITION to the proposed LID:

1. I purchased my property in March of 2013 for \$160,000.00. The proposed LID would cost me over \$61,425.00. The Malheur County Assessor says my property is currently worth \$136,280. How can the City of Ontario reasonably expect me to pay \$61,425.00 for property that is not worth my spending another penny on?
2. I own water rights through the Old Owyhee Ditch Improvement District and irrigate my lawn with that water. The proposed extension of Idaho Avenue goes through the riser box that delivers the water to my property and covers the ditch that feeds into that riser box. The proposed LID will destroy the irrigation system and make my water rights worthless.
3. The extension of Idaho Avenue will require me to deed my property to the City in order to meet the City's existing width for Idaho Avenue. By deeding my property to the City, it will bring the road within a very few feet of the wall to my home, will destroy my yard, and will destroy my trees. All of these negative consequences can be avoided if the City of Ontario REJECTS the proposed LID.

Please tell Bill Deonier he cannot destroy our neighborhood, just so he can sell his property

for more money. I urge you to report to the City of Ontario that all of the adjacent landowners OPPOSE Bill Deonier's request for the LID.

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Sarah L. Breckenridge". The signature is fluid and cursive, with a large loop at the end of the last name.

Sarah L. Breckenridge

Note: The costs composed on April 30, 2013 were not based off of a designed project. The project will need to be designed and bid out by contractors for an accurate cost estimate. Historically the costs for construction have increased around 2.75% per year over the past couple of years. Shortly after composing this estimate, the NVW Washington Ave project was bid and based on those costs for this type of construction would most likely be higher than this original estimate.

#	Work Item Description	Unit	Quantity	Unit Cost	\$	Property Owners Approximate Proportionate Share		
						Oakes	Breckenridge	Deonier
1	Property Acquisition	SF	2520	\$2.00	\$5,040.00	\$2,520.00	\$756.00	\$1,764.00
2	Owyhee Irrigation System Revisions	LS	1	\$20,000.00	\$20,000.00	\$10,000.00	\$3,000.00	\$7,000.00
3	Fence Relocation	LF	1260	\$10.00	\$12,600.00	\$6,300.00	\$1,890.00	\$4,410.00
4	Clearing and Grubbing (60' x 630')	SF	37800	\$0.05	\$1,890.00	\$945.00	\$283.50	\$661.50
5	Excavation to Subgrade	CY	1810	\$5.00	\$9,050.00	\$4,525.00	\$1,357.50	\$3,167.50
6	Storm Drainage Piping	LF	630	\$35.00	\$22,050.00	\$11,025.00	\$3,307.50	\$7,717.50
7	CB/Inlet	EA	4	\$1,400.00	\$5,600.00	\$2,800.00	\$840.00	\$1,960.00
8	SD Manhole	EA	2	\$2,500.00	\$5,000.00	\$2,500.00	\$750.00	\$1,750.00
9	Base Rock (16' x 42' x 670'/27)	CY	1810	\$18.00	\$32,580.00	\$16,290.00	\$4,887.00	\$11,403.00
10	Curb/Gutter	LF	1400	\$25.00	\$35,000.00	\$17,500.00	\$5,250.00	\$12,250.00
11	Sidewalks (1150' x 6')	SF	6900	\$4.00	\$27,600.00	\$13,800.00	\$4,140.00	\$9,660.00
12	Driveways (250' x 8')	SF	2000	\$6.00	\$12,000.00	\$6,000.00	\$1,800.00	\$4,200.00
13	Asphalt Concrete Pavement 3.5" thick (36' x 670'=24,120SF)	Ton	520	\$90.00	\$46,800.00	\$23,400.00	\$7,020.00	\$16,380.00
14	Mobilization	LS	1	\$25,000.00	\$25,000.00	\$12,500.00	\$3,750.00	\$8,750.00
15	Signage	LS	1	\$1,000.00	\$1,000.00	\$500.00	\$150.00	\$350.00
16	Dewatering	LS	1	\$1,500.00	\$1,500.00	\$750.00	\$225.00	\$625.00
17	Erosion Control	LS	1	\$1,500.00	\$1,500.00	\$750.00	\$225.00	\$625.00
18	Removal of Obstructions	LS	1	\$1,500.00	\$1,500.00	\$750.00	\$225.00	\$625.00
19	Water Mainline Additions	LS	1	\$5,000.00	\$5,000.00	\$2,500.00	\$750.00	\$1,750.00
20	Sanitary Sewer Mainline Additions	LS	1	\$10,000.00	\$10,000.00	\$5,000.00	\$1,500.00	\$3,500.00
21	Street Lighting	EA	3	\$4,000.00	\$12,000.00	\$6,000.00	\$1,800.00	\$4,200.00
22	Traffic Control	LS	1	\$1,000.00	\$1,000.00	\$500.00	\$150.00	\$350.00
23	Fire Hydrants	EA	2	\$4,000.00	\$8,000.00	\$4,000.00	\$1,200.00	\$2,800.00
	Subtotal				\$301,710.00	\$150,855.00	\$45,256.50	\$105,698.50
	Design Engineering (typically 5% of construction cost)		1	\$15,000.00	\$15,000.00	\$7,500.00	\$2,250.00	\$5,250.00
	Contingency (10%)		1	\$30,000.00	\$30,000.00	\$15,000.00	\$4,500.00	\$10,500.00
				Total	\$346,710.00	\$173,355.00	\$52,006.50	\$121,348.50
				Construction Cost Escalation 5 years at 2.75% / Yr	\$397,077.72	\$198,538.86	\$59,561.66	\$138,977.20

AGENDA REPORT
November 2, 2015

TO: Mayor and City Council

THROUGH: Tori Barnett, MMC, Interim City Recorder

SUBJECT: APPOINTMENT TO RECREATION BOARD: ERIC EVANS

DATE: October 26, 2015

SUMMARY:

Attached is the following document:

- Letter of interest for appointment to Recreation Board: Eric Evans

There is currently a vacancy on the Recreation Board. Eric Evans, Ontario, has submitted a letter of interest in filling the position. Mr. Evans' letter was received subsequent to the October Recreation Meeting; however, after speaking with Recreation Manger Debbie Jeffries, it is believed Mr. Evans' request for appointment would see no opposition from the other committee members.

PROPOSED MOTION:

I move to appoint Eric Evans to the Recreation Board, with a term to expire December, 2018.

Tori Barnett - Ontario Recreation Board

From: Eric Evans <evanseor@gmail.com>
To: <Tori.Barnett@ontariooregon.org>
Date: 10/22/2015 9:54 AM
Subject: Ontario Recreation Board

Tori,

It was brought to my attention that there are currently two vacancies on the Recreation Board for Ontario. I would like to offer my time to fill one of those vacancies.

I spent the majority of my life working for or volunteering for the Recreation Department. I started as a soccer official when I was 14 years old (21 years ago). Since then, I have either officiated or coached almost every year (minus only two or three years). The last few years, I have spent coaching my 7 and 9 year old kids' teams.

I also have been a high school basketball referee for the past 15 years.

I believe that my past experiences as a basketball official and my time spent with the Recreation Department would be beneficial to this Board.

Thank you,

Eric Evans
787 Skyhawk Drive
Ontario, Oregon 97914
208-739-5416

Discussion/Information /Hand-Out Items

City Council Meeting
November 2, 2015

DISCUSSION ITEM

Nov. 2, 2015

TO: Mayor and City Council

FROM: Dan Shepard, CH2M Engineering Tech.

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

**SUBJECT: STATEWIDE TRANS. IMPROVEMENT PROGRAM (STIP) ENHANCE PROJECTS 2018-2021
PROPOSED SIDEWALK PROJECT LOCATION: SE 5TH AVENUE – FROM SE 5TH STREET TO EAST LANE**

DATE: October 23, 2015

SUMMARY:

Attached are the following documents:

- SE 5th Avenue project site map
- Map of Safe Routes to Schools
- Map showing which properties reside in the City and in the County
- Transportation System Plan Typical Roadway Cross Section Minor Arterial
- Photographs

The Oregon Department of Transportation recently announced they are accepting applications for the next round of funding for the 2018-2021 Statewide Transportation Improvement Program (STIP), which is Oregon's ongoing program to preserve and develop public transit, bike and pedestrian projects. The \$30 million Enhance program for 2018-2021 is now for non-highway projects.

PREVIOUS COUNCIL ACTION:

None.

BACKGROUND:

CH2M Public Works staff recently collaborated with Oregon Department of Transportation staff and it was both CH2M and ODOT's opinion that sidewalks along SE 5th Avenue was the greatest need in our area. There were other several other locations discussed, but staff's consensus was SE 5th Avenue was the most heavily used by pedestrians due to the Social Security office on SE 5th Avenue and Department of Human Services and Walmart on East Lane.

There is a fairly extensive application process, so staff is asking for some direction from the City Council. Applications are due November 20, so time is of the essence.

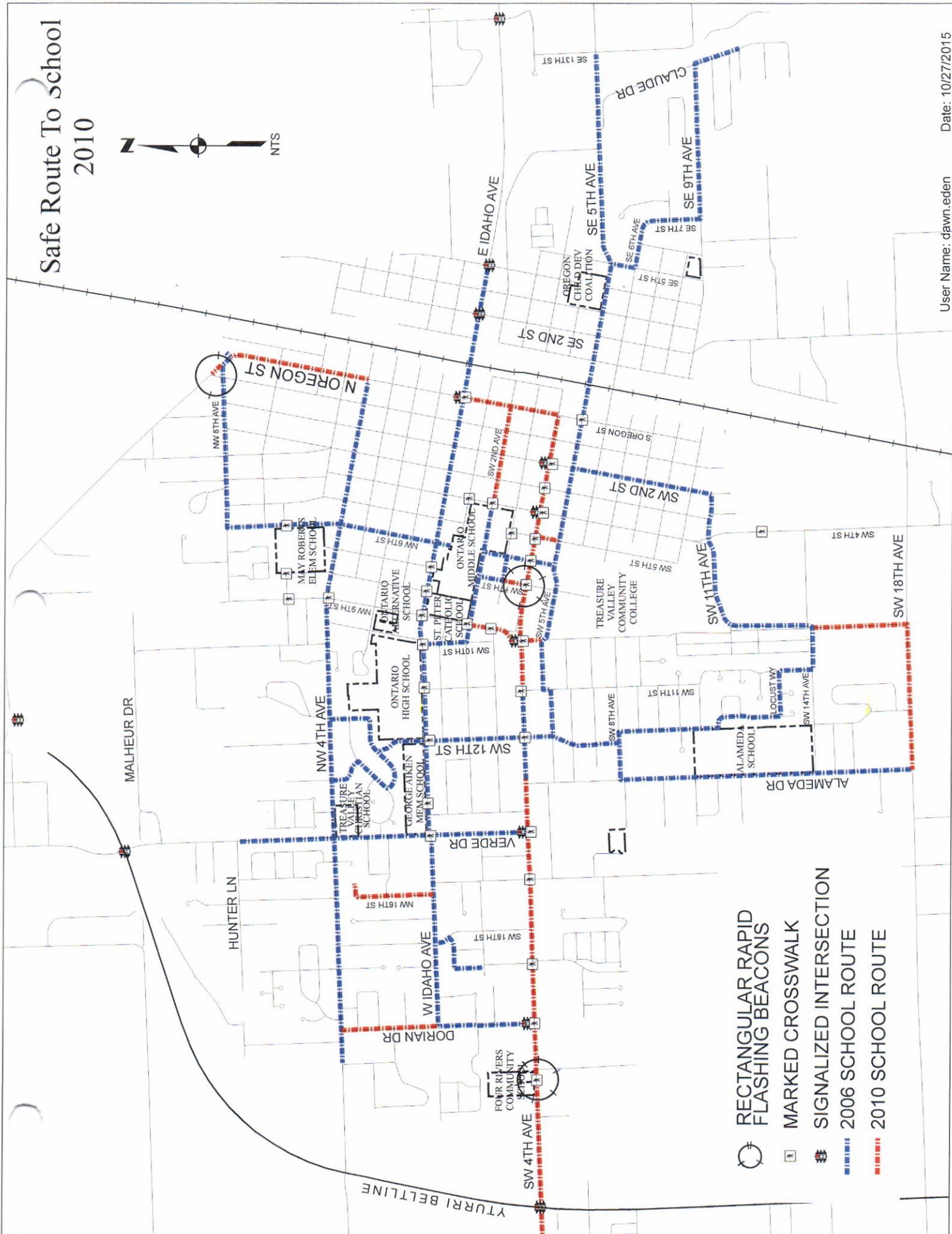
FINANCIAL IMPLICATIONS:

Staff estimates the cost of offset sidewalk along both sides of SE 5th Avenue from SE 5th Street to East Lane at approximately \$481,000. If the council gives CH2M Public Works Staff permission to move forward with the grant application, and if the project is awarded to the City of Ontario, the City's match would be 10.27 percent, or approximately \$50,000.

RECOMMENDATION:

Depending on the potential availability of a 10.27% financial match, staff recommends the Council approve the recommendation of applying for STIP Enhance grant funding for SE 5th Avenue sidewalks from approximately SE 5th Street to East Lane with an estimated total project cost of \$481,000.

Safe Route To School 2010



- RECTANGULAR RAPID FLASHING BEACONS
- MARKED CROSSWALK
- SIGNALIZED INTERSECTION
- 2006 SCHOOL ROUTE
- 2010 SCHOOL ROUTE

City of Ontario Transportation Plan
Typical Roadway Cross Section Standards
Minor Arterial

70' RIGHT-OF-WAY
48' PAVED WIDTH



THREE LANE MINOR ARTERIAL WITH BIKE LANES



Westbound traffic on SE 5th Avenue, near SE 10th Avenue.



Westbound traffic going around a bicycle on SE 5th Avenue, near SE 13th Street.



Westbound traffic on SE 5th Avenue, coming down off the SE 5th Avenue Interstate overpass.



Semi truck headed westbound on SE 5th Avenue near SE 10th Street.

MALHEUR COUNTY COURT MINUTES

OCTOBER 14, 2015

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

Also present was John Braese of the Malheur Enterprise.

FAIRGROUNDS

Fair Board Chair Prudi Sherman met with the Court and provided a brief update on the efforts to hire a fair manager. County staff has assisted the Board with developing a job description and job announcement; the position will be Fairgrounds Manager. It is hoped to hire a person who will oversee the entire fairgrounds - both the maintenance and office responsibilities. It may be necessary to hire a part-time clerical person also.

COURT MINUTES

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

HEALTH DEPARTMENT/JUVENILE DEPARTMENT

The Court and Ms. DuBois discussed possible dates for interviews and persons to serve on the interview panels for Health Department Director and Juvenile Department Director. Health Department Director was scheduled for October 28 and Juvenile Department Director was scheduled for October 30. It was noted that Dr. Smith had contacted staff about his interest in serving on the interview panel for Health Department Director.

Mr. Braese left the meeting.

MALHEUR WATERSHED COUNCIL

Kelly Weideman, Jerry Erstrom, and Ken Diebel from Malheur Watershed Council met with the Court. Mr. Erstrom explained that the watershed council is proposing to identify the North end of the County (Hwy 20 to the county line) as a special emphasis area for sage hen and watershed restoration. This would be a collaborative effort with SWCD, BLM and others.

Mr. Diebel explained that Water Resources Department has new funding streams available; the State Legislature recently authorized new monies for water conservation. The Malheur Watershed Council is working to branch out and diversify to include projects related to sage grouse, weed invasion, and rangeland fire rehabilitation.

Those present visited with the Court about various matters and answered questions from the Court. Malheur Watershed Council will keep the Court apprised of their activities and may request letters of support for future projects.

HOUSING AUTHORITY

Commissioner Wilson moved to appoint Tyler Sweet to the Housing Authority of Malheur and Harney Counties Board. Commissioner Hodge seconded and the motion passed unanimously.

AMENDMENT - IGA 148021

Commissioner Hodge moved to approve First Amendment to Oregon Health Authority 2015-2017 Intergovernmental Agreement for the Financing of Public Health Services, IGA #148021. Commissioner Wilson seconded and the motion passed unanimously. The amendment modifies the Program Element Descriptions in Exhibit B and the Financial Assistance Award in Exhibit C. A copy will be returned electronically for recording.

BOPTA ORDER

Commissioner Wilson moved to approve Order No. GO-12-15: In the Matter of the Appointment of Members to the 2016 Board of Property Tax Appeals (BOPTA) Chairperson's Pool and Non-Office Holding Pool. Commissioner Hodge seconded and the motion passed unanimously. Gary Fugate and Les Ito will serve in the Chairperson's Pool; Les Ito, Noble Morinaka, and Dwight Keller will serve in the Non-Office Holding Pool. See instrument #2015-3731

BUDGET TRANSFER RESOLUTION

Commissioner Wilson moved to approve Resolution R15-38: In the Matter of Fund Transfers Under Local Budget Law ORS 294.463. Commissioner Hodge seconded and the motion passed unanimously. The resolution transfers funds within the Road Fund budget. See instrument #2015-3730

CROSSING PERMITS

Commissioner Hodge moved to approve three Crossing Permits to Cascade Natural Gas: Permit #22-15 to retire service line at 3200 NW 7th Avenue #1538; Permit #23-15 to retire service line at 104 E Island Road #870; and Permit #24-15 to retire service line at 3411 NW 7th Avenue #1538. Commissioner Wilson seconded and the motion passed unanimously. The original permits will be kept on file at the Road Department.

CANYONLANDS COMMITTEE

Commissioner Wilson told the Court that the informal committee that has been meeting regarding the Owyhee Canyonlands has decided upon a committee name: Citizens in Opposition to Owyhee Canyonlands Monument. A website and online petition in opposition to the monument designation is close to going live.

The committee has developed a list of several questions they would like answered; one of the questions is to do with PILT funding and Judge Joyce said he would follow-up on answering the question. A town hall meeting is scheduled for October 29th in Adrian regarding the monument designation proposal. Additionally, the Court signed a letter to President Obama and the Oregon Congressional Delegation objecting to a federal designation of the Owyhee Canyonlands. See instrument #[2015-3733](#)

COURT ADJOURNMENT

Court was adjourned.

MALHEUR COUNTY COURT MINUTES

OCTOBER 21, 2015

County Court met with Judge Dan Joyce present and Commissioner Larry Wilson present. Staff present was Administrative Officer Lorinda DuBois, County Counsel Stephanie Williams, Surveyor/Engineer Tom Edwards, Juvenile Department Assistant Director Susan Gregory, and Accounting Specialist Shelly Dennis.

ECONOMIC DEVELOPMENT

Economic Development Director Greg Smith and staff members Phil Scheuers and Kristen Nieskens met with the Court. Mr. Smith explained that the Juntura Cutoff Road project received a \$2 million funding allocation from the Oregon Federal Lands Access Program (FLAP). Mr. Smith is also working with Business Oregon and Regional Solutions to obtain approximately \$1.5 million additional dollars for the project. EP Minerals will also be asked to contribute funds to the project as the road significantly benefits their business operations. Additionally, in-kind work from the County (Road Department) will be needed for the project.

Staff has also been working on the Owyhee Canyonlands proposal project (on their own time - not on County time). Mr. Scheuers explained that the citizens committee requested a website and online electronic petition in opposition of the Owyhee Canyonlands Monument proposal; the website and electronic petition is live and over 700 persons have signed the electronic petition so far. Additionally, an endorsement page was added to the website. Judge Joyce requested a link be added for businesses to endorse the movement electronically on the website. Mr. Smith also explained that he and Representative Bentz met with the Oregon Realtors Association Executive Director, Oregon Farm Bureau, Oregonians for Food and Shelter, and the Oregon Cattlemen's Association; representatives wish to meet with Representative Bentz and the Court members to talk about putting a Malheur County strategy together and bringing financial resources to the table (possibly on October 29th). Commissioner Wilson noted that Trout Unlimited is considering joining the monument opposition movement. Commissioner Wilson asked if Economic Development would consider writing a letter of support in opposition to the Owyhee Canyonlands Monument proposal; Mr. Smith said he would.

Mr. Smith also explained that his office is actively promoting the business development fund available through the Port of Morrow. Economic Development staff is reaching out to the top 50 employers in Malheur County. Staff visits the companies and is engaging in conversation with them looking for ways to assist their businesses and create growth.

Mr. Smith and staff are actively working with several local businesses on different matters. Additionally, three solar projects are working on enterprise zone applications with Mr. Smith. Mr. Smith is also scheduled to tour a business operation in Washington next month.

Mr. Smith reviewed potential trade shows to attend in 2016. The consensus of the Court was for Economic Development to attend all six proposed trade shows: Four Rivers Ag Show, NW Food Processors, Western Idaho Ag Show, Fancy Food, Shot Show, and Natural Products Show.

It was mentioned that Oregon Eastern Railroad is applying for a *ConnectOregon* VI grant. Mr. Smith offered to contact Oregon Eastern Railroad and extend the assistance/support of the Economic Development Department.

Ms. Dennis left the meeting.

EASTERN OREGON HUB

Kelly Poe, Director of Community Based Services, met with the Court and requested appointment of Megan Gomez (Lifeways) and Armida Hernandez (St Peter Catholic School) to the Eastern Oregon (EO) Hub Board. Ms. Gomez will fill the position previously held by Kathie Collins and Ms. Hernandez will fill the position previously held by Linda Cummings. The term of these board members will be until June 30, 2017. Judge Joyce moved to appoint Megan Gomez and Armida Hernandez to the EO Hub Board. Commissioner Wilson seconded and the motion passed.

Ms. Gregory left the meeting.

COURT MINUTES

Commissioner Wilson moved to approve Court Minutes of October 14, 2015 as written. Judge Joyce seconded and the motion passed.

CROSSING PERMITS

Commissioner Wilson moved to approve three Crossing Permits for Vale Oregon Irrigation District (VOID) for installation of water main line: Crossing Permit #25-15 on Greenfield Road #1009; Permit #26-15 on West Cedar Road #1006; and Permit #27-15 on West Cedar Road #1006. Judge Joyce seconded and the motion passed. It was noted, and approved by the Court, that the work on West Cedar Road will involve cutting the asphalt and the project will not be authorized for actual work until VOID has asphalt on hand to repave the road immediately after the project is done. The original permits will be kept on file at the Road Department.

CHECK REGISTER

Accounting Specialist Judy Bond met with the Court. The Court signed the Accounts Payable (AP) Register for September 2015.

SURVEYOR'S REVIEW FEE

Surveyor Tom Edwards met with the Court and explained that CK3 had submitted a survey on behalf of the Ontario Veterans Memorial Hall and was requesting that the Surveyor's Review Fee of \$150 be waived. (CK3 was doing the survey work at no cost) After discussion, Commissioner Wilson moved to waive the \$150 Surveyor's Review Fee for the Ontario Veterans Memorial Hall. Judge Joyce seconded and the motion passed.

OWYHEE LAKE ROAD FLAP APPLICATION

Ms. Williams visited with the Court about the Owyhee Lake Road FLAP application. The County received notification that application had been approved for \$112,163 for planning efforts. The approved project scope is to prepare a corridor plan for Owyhee Lake Road. The County's application request was for \$423,000 for design work. Ms. Williams explained that the approved project is for preparation of a corridor plan with the Federal Highway Administration and ODOT. A match of approximately \$12,000 from the County is also required. This planning stage adds another scope of work to the project; and another cost to the County. The Court requested the matter be placed on next weeks agenda for further discussion.

TREASURE VALLEY PARAMEDICS

The Court received an invitation from Treasure Valley Paramedics (TVP) to attend a special board meeting to consider converting from non-profit to profit. Commissioner Wilson said he would attend the special board meeting on October 27, 2015.

COUNTY POLICY 316 - LIFE INSURANCE

Ms. Williams presented revisions to County Policy 316- Life Insurance for the Court's review. Dependent life insurance is no longer available at no cost through the County. Supplemental life insurance is available for purchase. Commissioner Wilson moved to approve the revised County Policy 316-Life Insurance. Judge Joyce seconded and the motion passed.

BUDGET TRANSFER RESOLUTION

Commissioner Wilson moved to approve Resolution No. R15-39: In the Matter of Fund Transfers Under Local Budget Law ORS 294.463. Judge Joyce seconded and the motion passed. Transfers are within the Health Department General Fund budget.

OREGON EASTERN RAILROAD

Wayne DeLong from Oregon Eastern Railroad met with the Court and requested a letter of support for their *ConnectOregon VI* grant application. Oregon Eastern Railroad is applying for funding to improve aspects of their track to include the removal of three small bridges, replacing them with culverts, and repair of a large bridge. The improvements will also lower yearly inspection costs. Commissioner Wilson moved to sign a letter of support for Oregon Eastern Railroad's *ConnectOregon VI* grant application. Judge Joyce seconded and the motion passed.

INFORMATION - PLANNING COMMISSION APPEAL

Ms. Williams told the Court that a hearing is scheduled before the Court on November 4, 2015 to hear an appeal on a Planning Commission decision approving the application of Skip Cockerum for conditional use approval for commercial activity in conjunction with farm use. The commercial activity is the propagation, harvesting and preparation of insects for use in animal food research.

COURT ADJOURNMENT

Court was adjourned.

Tori Barnett - SREDA Meeting 11/4 Tex Mex Nyssa

From: Kit Kamo <kkamo@tvcc.cc>
Date: 10/27/2015 3:15 PM
Subject: SREDA Meeting 11/4 Tex Mex Nyssa
Bc: Tori Barnett
Attachments: SREDA 11-4 Agenda.doc; 2015 Annual Meeting notes.doc; Sept 2 Minutes-1.doc

Good afternoon - just a quick reminder that the regular monthly SREDA meeting will be this next Wednesday, 11/4, at Tex Mex, 400 Thunderegg Blvd., Nyssa, OR, 7 am
Attached please find the agenda for the meeting, as well as the minutes from the September monthly meeting and the Annual Meeting.

If you can, please attend the TOWN HALL MEETING, Adrian High School, 6:30-8:30 pm this Thursday night, 10/29 - this will be to discuss the proposed 2.5 million acre federal designation that will dramatically affect a number of our regional businesses related to and including ranching, plus curtail vehicular access for hunting, rockhounding, ATV, bicycling, and many other tourism activities that the public enjoys. Additionally, EMS, fire suppression, and weed control would be negatively affected with another layer of federal regulation/designation.

As always, if you have questions or concerns, please do not hesitate to contact me.

Thanks and have a wonderful afternoon,
Kit Kamo, Executive Director
Snake River Economic Development Alliance
650 College Blvd.
Ontario, OR 97914
Office: [541.881.5597](tel:541.881.5597)
Cell: [208.230.5214](tel:208.230.5214)
E-mail: kkamo@tvcc.cc
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BOARD OF DIRECTORS
Meeting Agenda
November 4, 2015 ~ 7 am
Tex Mex, Nyssa, Oregon

1. Call meeting to order Chair Patrick Nauman
2. Introductions of attendees
3. Approval of September 2nd minutes
4. Financial update – Sandy Hemenway, Treasurer
5. Annual Meeting update
6. Election of Officers
7. City and Community Highlights
Ontario, Weiser, Vale, Nyssa, Fruitland, Payette, New Plymouth
 - a. City
 - b. Community
8. County Highlights
Payette County, Washington County, & Malheur County
9. Executive Director Report
 - a. Project updates
 - b. IEDC Award
 - c. Annual Work Plan & Budget
 - d. Other
10. Round Table Discussion
11. Adjourn

Calendar of EVENTS

October 27, 2015	Vale City Council Meeting, SREDA 7 pm
October 29, 2015	Town Hall Meeting Adrian High School – 6:30 pm -8:30 pm meeting on Owyhee Desert – please attend and support the ranching, hunting, and other multi-use of the desert.
November 3, 2015	Fruitland update on Oil & Gas Meeting, Fruitland Middle School 6 pm – 8 pm
November 4, 2015	SREDA Monthly Board Meeting, 7 am, Tex Mex, Nyssa, OR
November 5, 2015	Nampa Economic Development Breakfast – SREDA guest of Idaho Power
November 10, 2015	Nyssa City Council Meeting, SREDA 7 pm
November 26, 2015	HAPPY THANKSGIVING

All SREDA monthly meetings are open to the public*



SREDA ANNUAL MEETING

October 21, 2015 ~ 6 pm

Saint Alphonsus Medical Center, Ontario, Oregon

Members and guests present: Patrick Nauman, Logan Hamilton, Ken Bishop, Harry Flock, Mike Hanigan, Bruce Jensen, Dan Joyce, John Breidenbach, Rick LaHuis, Charlotte Fugate, Sandy Hemenway, Nancy Dale, Derrell and Peggy Childers, Alan Massey, Kirk and XXX Chandler, Jim and Anita Smith, Jeff Williams, Torie Ramirez, Kevin Coats, Judy A Cordeniz, Dan Cummings, Ken Hart, Brad Holland, Ron Haidle, Gustavo Morales, Laura Gross, and Liz Amason.

Staff: Kit Kamo

The annual meeting was called to order by Chairman Patrick Nauman at 6 pm. Patrick thanked Saint Alphonsus for the room and hospitality. Self-introductions were made and the Chair adjourned the meeting while everyone ate the delicious meal that was prepared by Saint Alphonsus staff. Following dinner and light conversation, the chair resumed the annual meeting.

Patrick presented the prestigious award given to SREDA at the International Economic Development Council (IEDC) for Cross Border and Regional Collaboration. He thanked the group, because without the partners in the room working together, we would not have received the award. He also thanked Ontario Councilwoman Charlotte for attending the award ceremony. Kit added it was impressive to have both Oregon and Idaho represented while receiving the award.

Kit passed out the annual report, and the report card of activities updated through September 30th, and explained a few details of each. She then introduced and turned the time over to Mayor Jeff Williams who presented the group with housing sales data for the region from 2011/2012 through 2015. Individual colored graphs for each of the Cities of Weiser, Fruitland, Ontario, Payette, and New Plymouth showed different trends regarding inventory, average sales price, days on market, and other interesting data. Jeff had data that showed our homes in the region sell for 95% of their asking price.

Vice Chairman Logan Hamilton followed with the nominations and elections of new board members. The 3 positions open were Patrick Nauman's for business; Doug Lamm's for at large; and Harry Flock for elected position. Elected unanimously to the board for 3 year terms were the following:

Business: Patrick Nauman, Weiser Classic Candy

At Large: Andy Oyervides, Teton Mfg. Payette

Elected: Councilman Harry Flock Nyssa

Patrick thanked Ken Hart and his staff for the fabulous meal and facility and adjourned the meeting at 7:30 pm.

Notes of the meeting are respectfully submitted by Kit



BOARD OF DIRECTORS

September 2, 2015 ~ 7 am

Internet Truckstop, New Plymouth, Idaho

Members and guests present: Patrick Nauman, Randy Griffin, Ken Bishop, Harry Flock, Mike Hanigan, Charlotte Fugate, Sandy Hemenway, Ed Susman, Nancy Dale, Derrell Childers, Alan Massey, Andy Oyervides, Jim Smith, Abby Lee, Jeff Williams, Kevin Coats, Judy A Cordeniz, Dan Cummings, Ken Hart, Ryan Kerby, Brad Holland, Laura Gross, and Liz Amason.

Staff: Kit Kamo

Kit opened the meeting (Patrick's was tied up due to traffic congestion from a freeway accident) and introduced Paris Cole, CFO at Internet Truckstop, now known as the Truckstop.com. He explained a few things about the company's expansion and that the company is changing their name, but will still be the same. They are now a group of companies and much more than just matching freight. Paris also talked about the company's recent strategy in raising their starting wages to \$15 per hour. After 2 years, the employee would go to \$20/hr. They had 2 positions open and had over 100 applications. Many from the Boise area, which was a surprise to them. Paris discussed our US economy and the transportation slowdown that they have been seeing since July. This is a cause for concern.

Ken Hart discussed the annual SREDA meeting on October 21, 2015 starting at 6:00 p.m. Dinner will be provided and we look forward to everyone attending. Kit passed around the sign in clip board and asked that everyone RSVP as it will be helpful to know how much food.

1. Call the meeting to Order: Chairman Nauman opened the meeting at 7:13 a.m.
2. Introductions of Attendees: Chairman Nauman thanked everyone for coming and asked everyone to introduce themselves and where they were from.
3. Approval of August 5, 2015 meeting minutes: Chairman Nauman asked if everyone had a chance to read and review the board minutes that were sent out to everyone. Hearing none, Chairman Nauman asked for a motion to approve the minutes as printed and presented. Jeff Williams made a motion to approve the minutes as printed, seconded by Kevin Coats. The motion passed unanimously.
4. Financial Update: Treasurer Sandy Hemenway provided the treasurer's report for the group. Sandy went over in detail the financial handouts discussing balance at the end of the month in both the checking and money market accounts, and then totals for month end. Sandy gave a special thanks to the renewing members including the City of Ontario, and monthly members Hanigan, Red Apple, Weiser Classic Candy, Kohn Foods (Subway), Zion's Bank, and the Argus. She thanked the State of Idaho Department of Commerce for the \$8,000 grant and Idaho Power for their \$1000 grant. Chairman Nauman asked if there were any questions for clarification or discussion, there were none. He then asked for a motion to approve the financial report as

printed and presented. Ken Bishop made a motion to approve the financial update as printed, seconded by Harry Flock. The motion passed unanimously.

5. Annual Meeting of Members & Election of Board Members - October 21, 2015; Chairman Nauman discussed the annual meeting and also that certain positions will be up for election at the meeting. We will need nominations. Three board terms are up including Business: Patrick Nauman, At Large: Doug Lamm, and Elected: Harry Flock. Mike Hanigan said that Doug Lamm will not rerun. Doug has been on the board from the beginning and will still be involved with SREDA, but not as a board member. Nominations will be accepted before the meeting as well as from the floor.

6. City and Community Highlights:

City of Ontario Councilwoman Charlotte Fugate reported that the city had approved a survey for the pool and have signed a contract. They hired a city manager search company. They are working on the abatement have a consultant coming. The city is very thankful to Idaho power for the study on industrial lands and Ontario has a site visit on the 17th of September.

Dan Cummings, Ontario City Planner and Economic Development, discussed the Saint Alphonsus remodel. The new Tractor Supply Company in the mall has been doing their remodel and they have plans on opening in October. He also mentioned working with the solar company, Helio Sage and that the wind farms up by Huntington were progressing.

City of Vale - none

City of Nyssa Councilman Harry Flock discussed the arsenic removal plant that is moving very slowly. The City is still working on it.

City of Fruitland Mayor Ken Bishop talked about the waste water treatment plant that is about about ready for the startup phase in three to four months. Parks and trails project is moving also. The city has upgraded some water lines to help improve some future properties. They too have some infrastructure issues. Housing is strong and they have a couple of commercial developments brewing.

City of Payette Councilwoman Nancy Dale is happy to have Dutch Bros. in town. She talked about some of the potential projects on the downtown projects and some future planned developments. Three new businesses are coming into town plus they have a site visit this Friday on the old Manser building. There is a local business that will be doing a substantial expansion. All is going well.

City of New Plymouth community report by Parris Cole who updated the group on the new Pleasant Loop subdivision in town. Houses begin at about \$160,000 with about 50 lots available. 8 houses have sold recently. They have ideas for another one in the future.

City of Weiser community report by Patrick who stated they had a couple of projects in the works and were just waiting for a phone call and another company for expansion plans. He talked about Mayor Diana Thomas and her Arts Council that she established with the idea to bring in arts events to the Weiser area. A performing arts group has now been started and a youth group which will try to but on one event per year. Patrick has been in contact with real estate folks selling property and things are beginning to move in this area. A Historic homes tour will be coming to Weiser. Weiser has more historic homes per capita than any other city in the state.

7. County Highlights:

Payette County – The group expressed condolences to Commissioner Larry Church and his family at this time.

Washington County - none

Malheur County - none

Other community highlights included Liz Amason who updated the group that Payette's Miracle Field has just finished up their season. The downtown revitalization group is waiting to hear back on some grants and Cruise night is Sept. 11 & 12. It is an event that is bigger and better every year. This year it will also have a city wide yard sale. The steering committee for boys and girls club is moving forward.

Ken Bishop reminded everyone that the Fruitland Family Fun Days will be Sept. 19th and will be a fun filled day!

Representative Ryan Kerby talked about the New Plymouth School saying that the construction phase is completing which will be really nice. Alta Mesa is in production as of August 1st and is running well.

Senator Abby Lee discussed a tour of the Alta Mesa facility last week and gave various details. Abby also discussed the US Highway 95 transportation meeting and thanks to representative Kirby, Idaho Transportation Department will begin measuring traffic counts and patterns. One goal is to get a passing lane. This is one of the most dangerous stretches on Highway 95 for safety and it is needed for economic development.

Patrick said that the Weiser Economic Task force has been working on some marketing pieces and that the layout design has been completed. Printing and production will be next. He reminded that the Weiser Mud Drags will be on Oct. 3rd.

Charlotte said that the City of Ontario was contacted by ODOT about the drought and there will be a reduction for all state agencies across the state. Visitor centers are going brown, gravel and rocks. She also mentioned that 250 Somolian immigrants will be coming to Ontario and they will need the low income housing. This will have an impact on the community. Ed Susman spoke about the process that his office is doing with the potential workers from this group. They started coming to Ontario in May.

Judy Codeniz invited everyone to attend 'The Hands Around The Park' event on Sept. 17th which is a celebration of those who have successfully been through recovery. Lifeways works with the community and businesses to put folks back into housing and employment.

8. Executive Director Report:

New projects include Project Basket (wood/bio project), Project Portion (smoked meat co-pack project), Project K, and Project Graze.

Still working on:

*Project Owyhee (Malheur County OR), data gathering/petition – proposal from outside interests to force a 2.5 million acre wilderness or monument designation in Malheur County without socioeconomic consideration of the local region.

*Project 78 (Fruitland/Payette County), in the top 3 US sites, company still working/UP RR

*Project Neighbor (Washington County ID), pending land sale – negotiating

*Project Pumpkin (Idaho & Oregon), Oregon Dept of Ag follow up. Extension & farmer update

*Project Idaho Power (Ontario/Malheur County), Site visit September 17 for 2 sites in Ontario.

*Project Sunny (New Plymouth/Payette County), company working with ID PUC

*Project Adam & Eve (Weiser/Washington County), 2nd company is back in the hunt



Marketing - SREDA will be doing an Ignite Presentation at the IEDC Annual Conference in Anchorage in October. As an award winner, we were invited to prepare a presentation using 20 slides in 5 minutes to tell about our program. Great way to advertise our successes and gain more national recognition.

Several news stories are appearing in the Argus, Capital Press, and other press releases around the US. Really helps get the word out and for the region to get noticed!

Website updates – scheduled updates on a weekly basis. Adding news releases, minutes, photos, and other information for marketing the region. Need to do the same with the SREDA Facebook page.

Visitor Center - The Idaho SW Gateway Visitor Center on I-84 at mile post 1 (eastbound lane) will be closing on September 13th (National Grandparent's day). Our state contract is from Memorial Weekend to Labor Day weekend - but we like to start a week early and finish up a week late. There are still a lot of visitors before and after the 2 main holiday weekends. Visitor Counts are significantly higher this year (based on the first 3 months of operations, 5/9 – 7/31):
2015 -- 62,207 visitors;
2014 -- 53,426 visitors, and
2013 – 46,911 visitors

Additional cost for operations through 9/13 is expected to be approximately \$2,800. A small amount will be expended throughout the off season months to keep brochures stocked up. Mid-May through June of 2016 will be an additional expense of approximately \$6,000 (out of this current year's funding).

Staff update – at this time we will not be replacing Kristen. She has implemented several “time saving” processes within the administration part of SREDA that have helped tremendously. We may have project needs in the future but should evaluate those as they occur.

Other items of interest - The new automated systems program at TVCC for both high school and college students will be starting sept 28th at TVCC. This is great news for our area and future workforce!

Kit also reported that Randy Jensen from Zions Bank invites you to the Family Business Conference in Boise as his guest on Wednesday, 9/23 from 8 to noon (includes free breakfast). Flyers were passed out.

9. Round Table Discussion:

Ed Susman with the Oregon Employment Department said that Andrew Crollard has moved and will be replaced by Tony Wendell from the Pendleton office. He will be doing all the workforce analysis for our region.

Ken Hart updated the group on the Poverty to Prosperity programs stating that the allied health is in its 2nd year. Ontario, Vale and Nyssa high school medical classes and CNA classes run 10 students per semester, 20 students per year. This has been a great partnership between business and education.

10. Adjourn: Chairman Nauman adjourned the meeting at 8:06 a.m. No morning board meeting for October because we will be having the monthly meeting directly following our annual meeting on October 21, 2015.

Upcoming Calendar of Events:

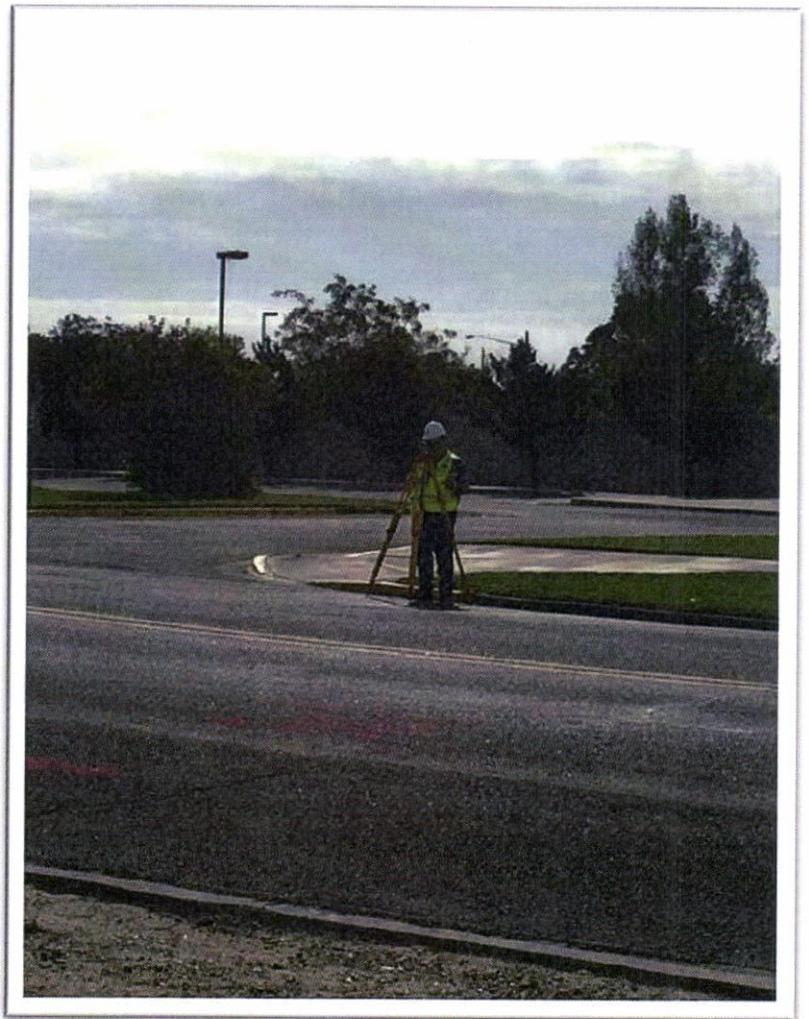
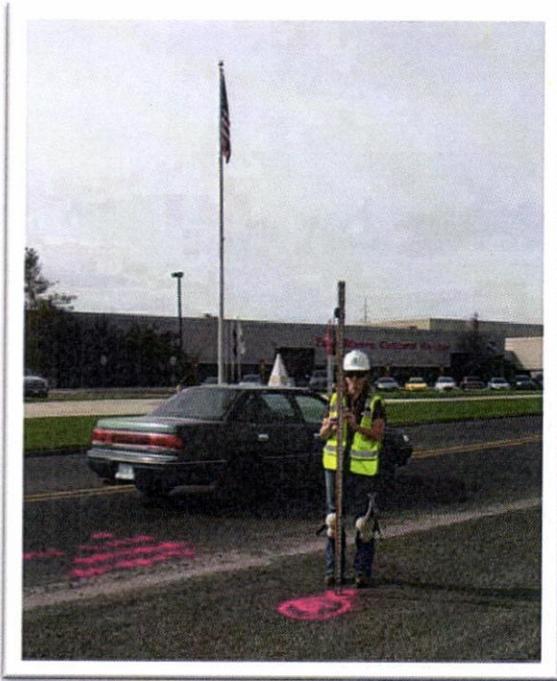
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| September 29, 2015 | PSU population forecast for Malheur County, 10:30-12 noon (Pacific time) Harney County Community Center, Burns |
| October 5-7, 2015 | IEDC - Anchorage, AK. - Accept SREDA award/SREDA presentation |
| October 21, 2015 | SREDA Annual Meeting, Hosted by Saint Alphonsus Medical, Ontario
Please RSVP for dinner! ☺ |
| November 4, 2015 | SREDA Monthly Board Meeting, Tex Mex, Nyssa, OR |

Minutes prepared by Randy Griffin, SREDA Secretary

CH2M

September 2015

Business Report



CH2M Engineering Technicians Dan Shepard and Dawn Eden shooting elevations along Southwest 5th Avenue for the upcoming Sanitary Sewer Improvements Project.

September
2015

Prepared by CH2M for
CITY OF ONTARIO/PUBLIC WORKS DEPARTMENT

Monthly Business Report

PUBLIC WORKS DEPARTMENT

CONTENTS

FIELD SERVICES: STREETS AND COLLECTION/DISTRIBUTION SUMMARY.....2-5

WATER TREATMENT PLANT SUMMARY.....6-7

WASTEWATER TREATMENT PLANT SUMMARY.....8

FACILITY MAINTENANCE SUMMARY.....9

PARKS AND CEMEMTERY SUMMARY.....10

ENGINEERING DIVISION SUMMARY.....11-12



FIELD SERVICES: STREETS AND COLLECTION/DISTRIBUTION SUMMARY

Collection and Distribution staff is responsible for Sewer Collection and Water Distribution throughout the City. Water Distribution duties include maintenance and repair of approximately 97 miles of water lines and 3,625 services which include service installations, mainline installation, meter reading, maintenance of more than 600 fire hydrants, and valve exercising of more than 1,700 water valves.

Sewer Collection duties include maintenance and repair of approximately 78 miles of sanitary sewer lines within the City. Responsibilities include constructing new pipelines, cleaning all gravity sanitary sewer lines, repairing or replacing sanitary sewer lines as needed, providing line locations for all water and sewer lines, and maintaining eight lift stations plus a barscreen and one lift station from Snake River Correctional Institution. The City has approximately 56 miles of storm drain collection lines and 1,450 catch basins throughout the City limits. Duties include Storm drain maintenance and repair, cleaning of approximately eleven miles of Storm drain lines and cleaning the catch basins.

APPROXIMATELY 97 MILES OF WATER LINES

3,625 WATER SERVICES

600 FIRE HYDRANTS

The Street Maintenance Division maintains more than 122 lane miles of improved streets and more than 9 miles of alleys. The street department is responsible for resurfacing, repairing and maintaining the streets, installing and maintaining street signs and markings, tree trimming, repairing all established pavement markings. The division also completes excavation and repair of deteriorating streets, gravel road grading, street sweeping, crack sealing, chipsealing, snow removal and sanding during the winter months, and weed control along the alleys. Street Maintenance staff assists the Chamber of Commerce by putting up decorations on street lights during the Christmas season and replacing them with the regular decorations when the season is over.

APPROXIMATELY 78 MILES OF SANITARY SEWER LINES

56 MILES OF STORM DRAIN COLLECTION LINES

122 LANE MILES OF IMPROVED STREETS

As part of the Street Division's maintenance program, crews chipseal street surfaces in the summer to protect them from water and weather damage and to keep them in good condition. A chipseal maintains the existing pavement, delaying further aging due to water and sun; and provides a moisture barrier and corrects existing pavement problems by sealing cracks. A chipseal application provides substantial savings to taxpayers and should last a minimum of eight years with minimal maintenance required. The City chipseals approximately 7 miles per year.

FIELD SERVICES: STREETS AND COLLECTION/DISTRIBUTION CONTINUED

The following is a brief detail of activities for the month of September:

- Completed the 1st round of sweeping this fiscal year.
- Completed the painting of the crosswalks (painted 253 bars).
- Continued to hot tape crosswalks and directional arrows.
- ODOT striped designated areas in town.
- Sign maintenance.
- Started cleaning sanitary sewers.
- Cut and trimmed weeds in the right of ways.
- Washed off the underpass step and center median on East Idaho from Oregon to the Snake river.
- Completed the fog seal in chip seal Maintenance Area No. 5.
- Weekly lift station checks.
- Started the annual fire hydrant flushing program.
- Cleaned and reset the sump pump for the settling ponds at the Water Treatment Plant.



Top photo, Tim Townsend, Field Services Crew, blows dirt, gravel and debris off the sidewalk along North Oregon Street.

Bottom photo, Jeremy Delehant, Field Services Crew, assists with cleaning up North Oregon Street.

FIELD SERVICES: STREETS AND COLLECTION/DISTRIBUTION CONTINUED

- Repaired 1 damaged water line that was hit by a contractor.
- Installed 1 water service.
- 56 line locates were completed.
- 26 water services were turned on customer request.
- 19 water services were shut off customer request.
- 37 water services were on/off read only customer request.
- 48 water services were shut off for non-payment.
- 36 water services were turned on for payment received.
- 7 meters were changed out for repairs/not working.
- 2 new water meters were installed.
- 3 water meters were abandoned/pulled non – revenue for 1 year or more.
- 21 water meters were checked to verify they are off from delinquent list.
- 13 water services were checked to verify leaks repaired by customer.
- 6 water services were shut off for leaks customer requested.

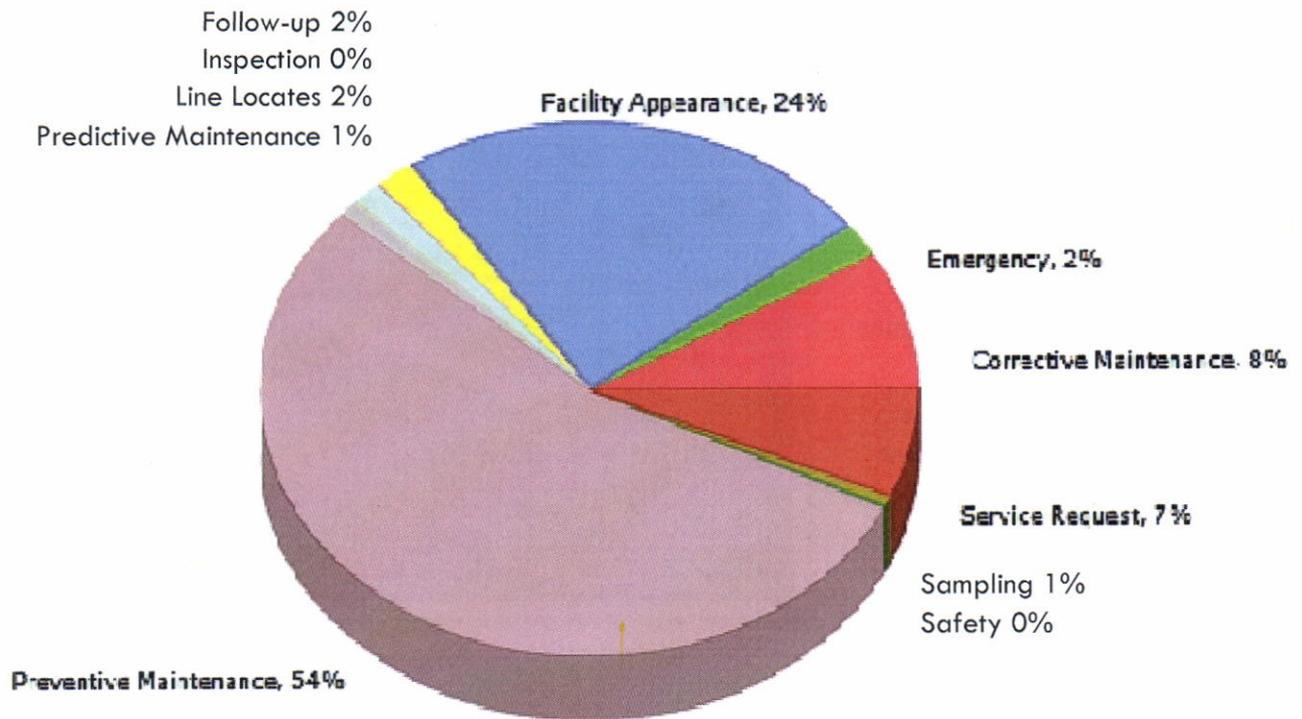


Top photo, Francis Tincher and Leo Rojo finishing crosswalk striping next to Ontario Middle School.

Bottom photo, Field Services crew performing routine weed abatement at the corner of NW 9th Street and NW Washington Avenue.

FIELD SERVICES: STREETS AND COLLECTION/DISTRIBUTION CONTINUED

Work Order Actual Hours by WO Type



WATER TREATMENT PLANT SUMMARY

Average filter run times for the month of September were highly variable. This is likely caused by increasing calcium build up on relatively thin filter media beds, but can also reflect operational decisions. Filter run time would likely be more uniform if we had either automated backwash or round the clock operations. Current backwash activity is often scheduled to ensure that operators do not need to stay at the treatment facility after hours.

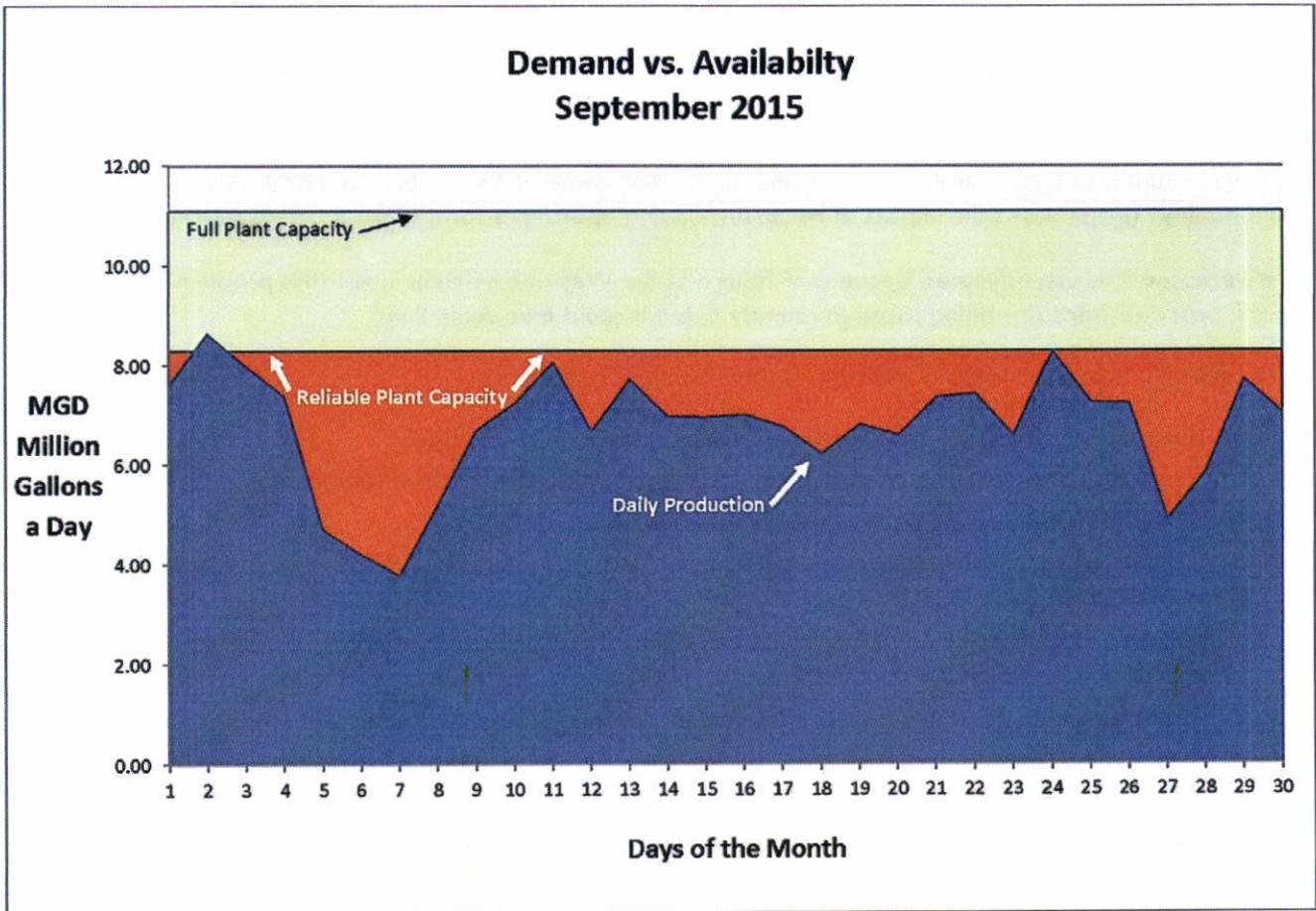
Average production was 6.8 million gallons (MG). This is just a little over a million gallons per day above our typical annual average. The sharp dip during the first weekend of September on the "Demand versus Availability" graph shows the impact of Heinz suspending operations for the Labor Day weekend.

Delivered gallons are estimated because of failure of the Westside effluent meter (this problem has been noted in the past and steps are being taken to remedy it, but it could take some time).

The following is a brief detail of activities for the month of September:

- Received replacement chain for flocculator and sediment basin drives.
- Updated filing system at Water Treatment Plant to expedite retrieval and access.
- Completed two compliance training modules provided by CH2M.
- Conducted access investigations into the water treatment plant clearwell to assure regulatory compliance.
- Recovered data and history for development of a revised Ontario Water Management and Conservation Plan.
- Completed troubleshooting and assessment of sludge pond decant pump and returned the pump to service.
- Completed re-roofing of the shop building. Last roof replacement was in the 1970s.
- Completed service and transmission assessment on "on-call" vehicle.
- Met with consulting design team to review 50 percent design submittal and provide design recommendations.
- Repaired failed electrical connection on Canyon Booster pump No. 2.
- Revised internal field documentation report for well records to more fully comply with operational needs and Oregon Department of Water Resources reporting requirements.
- Completed comprehensive crane inspection program. Crane inspections had not been completed in over five years.
- Completed review of the second phase of the Oregon Health Authority mandated Contact Time (CT) study.
- Conducted "in-house" evaluation of sampling compliance schedule on disinfection by products.
- Initiated more aggressive program for spider control.
- Solicited proposal for Lubrication Engineers to evaluate mechanical lubrication schedule.
- Moved drying bed solids out of beds.

WATER TREATMENT PLANT SUMMARY CONTINUED



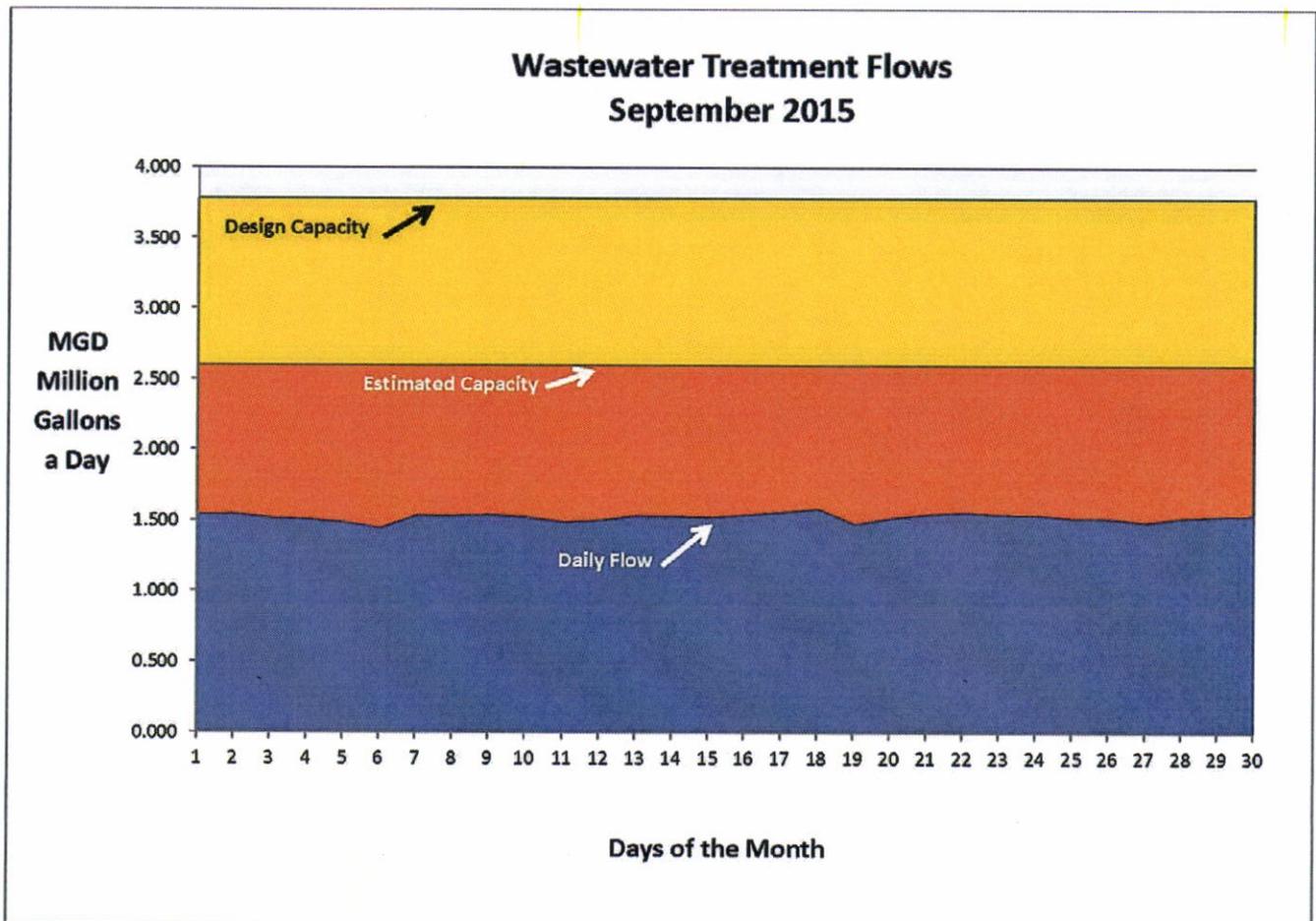
WASTEWATER TREATMENT PLANT SUMMARY

The table below shows an overview of the operational and treatment parameters for September operations. Average flow varied little. For the summer months we are prohibited, by permit, to discharge to the river. Therefore we are not required to monitor for effluent Biological Oxygen Demand (BOD), Total Suspended Solids (TSS) and E-Coli. Between August and September, approximately 17 million fewer gallons were pumped to Skyline farm, reflecting that we have caught up with water demand for the year.

BOD and TSS influent concentrations were pretty much typical for Ontario. We had no violations or incidents of significance this month.

The following is a brief detail of activities for the month of September:

- Completed two CH2M provided training modules on permit compliance.
- Completed partial site grading to improve access to Skyline pivots.
- Crane inspection completed.
- Solicited proposals for mixing evaluation for permit compliance.
- Continued to work with ODEQ in regard to permit requirements and schedule, in addition to correspondence regarding the new permit – especially Arsenic issues.
- Operators attended “in-house” pump packing school.
- Prepared monthly Daily Monitoring Report (DMR).



FACILITY MAINTENANCE SUMMARY

The following is a brief detail of activities for the month of September:

- Coordinated with elevator contractor and had City Hall elevator serviced.
- Coordinated generator servicing at City Hall.
- Retiled the vinyl back stairs at City Hall.
- Continued monitoring of the City Hall heating, ventilating and air conditioning (HVAC) system and researching software and hardware improvement opportunities.

PARKS AND CEMEMTERY SUMMARY

The Ontario park system consists of both active and passive recreational areas. There are four neighborhood parks, one community park, one large urban park and numerous special use sites in the park system. In total, the City owns 13 park and recreational areas representing more than 1,012 acres of land. The City also owns the skateboard park.

The following is a brief detail of activities for the month of September:

- We had 8 burials in Evergreen Cemetery and none at Sunset Cemetery.
- We mowed 94 hours in the cemeteries and 142 hours in the parks this month.
- We are still watering the decorative flower pots downtown five times a week.
- Snake River Correctional Institution (SRCI) work crews have trimmed weeds around the head stones in Evergreen and Sunset cemeteries.

ENGINEERING DIVISION SUMMARY

The Engineering Division reviews plans for construction of public improvements, maintains the City's mapping system, and manages the engineering projects within both the Capital Improvements and Maintenance Programs. The department provides technical support to residents, developers, builders, other City departments and consulting engineers and surveyors. The staff reviews and approves construction plans for subdivisions, partitions, streets, sanitary sewer, water lines, and storm drainage construction projects. They also design projects, prepare bid documents for public works maintenance projects and provide project management for public improvements.

The Geographic Information System (GIS) database is maintained by Engineering Department staff. The department also maintains and updates the record maps for all City utilities, right-of-way, easements, land division plots and City base maps.

The following is a brief detail of activities for the month of September:

Preliminary Development Advisory Committee Meetings:

- 8C School District classroom location.
- Expansion of an existing business.
- Enlargement of an existing business.
- Development possibilities for an existing vacant building.

Construction Meeting

- Wastewater Collection System Improvements 2015.
- Development for an existing structure.

Contacts:

- Meetings with developers regarding proposed developments – 2.

Right of Way Permits:

- Permits issued – 7
- Inspections – 14



CH2M Engineering Technician Dan Shepard reads the rod and takes elevations for the upcoming Sanitary Sewer Improvements Project.



ENGINEERING DIVISION SUMMARY CONTINUED

Maps

- Maps created – 30
- East Side Tank – Revised access and in process of resubmitting plans for review.
- Ontario Aquatic Center – Continued negotiations with HSA regarding schematic options; participated in committee meetings (focused on survey questions).
- City Hall HVAC – Continued coordination with Facilities staff, engineering staff, and HVAC contractor to resolve issues with the system and research software and hardware improvements.
- WTP Design – Participated in 50% review meeting and provided requested information back to consultant.
- Well 17 – Continued working with Anderson Perry on the final design for the Well No. 17 improvements.
- San Sewer Project – Finalized contract, set up a purchase order, reviewed insurance and began submittal review after participating in preconstruction meeting.



CH2M Engineering Technician Dawn Eden steadies the rod while elevations are taken for the upcoming Sanitary Sewer Improvements Project.