

**PRELIMINARY AGENDA  
CITY OF BOARDMAN  
CITY COUNCIL MEETING  
BOARDMAN CITY HALL COUNCIL CHAMBERS  
7:00 P.M.  
SEPTEMBER 5, 2023**

- **CALL TO ORDER**
- **FLAG SALUTE**
- **ROLL CALL/EXCUSED ABSENCES**
- **APPROVAL OF MINUTES**
  - August 1, 2023 – Regular Meeting
- **PUBLIC COMMENT**
  - **OTHER PUBLIC COMMENT**

INVITATION FOR PUBLIC COMMENT – The mayor will announce that any interested audience members are invited to provide comments. Anyone may speak on any topic other than: a matter in litigation, a quasi-judicial land use matter; or a matter scheduled for public hearing at some future date. The mayor may limit comments to 3 minutes per person for a total of 30 minutes. Please complete a request to speak card prior to the meeting. Speakers may not yield their time to others.

- **ACTION ITEMS**
  - **ORDINANCES**
    - 2-2023 – North Urban Renewal Plan (2<sup>nd</sup> Reading & Decision)
  - **RESOLUTIONS**
    - 15-2023 – Fee Schedule
    - 18-2023 – CREZ III & Lamb Weston
  - **OTHER BUSINESS**
    - LOC Voting Delegate Appointment
    - Councilor Williams Resignation – Declaring Vacancy
- **DOCUMENT SIGNATURES**
- **REPORTS, CORRESPONDENCE AND DISCUSSION:**
  - **POLICE REPORT**
  - **BUILDING DEPARTMENT REPORT**
  - **PUBLIC WORKS DEPARTMENT REPORT**
  - **COMMITTEE REPORTS**
  - **CITY MANAGER**
  - **COUNCILORS**
  - **MAYOR**
- **ADJOURNMENT**

Upcoming Events:

September 2, 2023 – Senior Breakfast 7:30am to 10:30am  
September 16, 2023 – Grange Breakfast 7:00am to 10:00am  
September 19, 2023 – LOC Online Training 6:00pm  
September 20, 2023 – Chamber Luncheon 12:00pm  
September 20, 2023 – City, County, Port Meeting – 5:00pm Dinner; 5:30pm Meeting  
September 20, 2023 – Planning Commission 7:00pm

Zoom Meeting Link: <https://zoom.us/j/2860039400>

This meeting is being conducted with public access in-person and virtually in accordance with Oregon Public Meeting Law. If remote access to this meeting experiences technical difficulties or is disconnected and there continues to be a quorum of the council present, the meeting will continue.

The meeting location is accessible to persons with disabilities. Individuals needing special accommodations such as sign language, foreign language interpreters or equipment for the hearing impaired must request such services at least 48 hours prior to the meeting. To make your request, please contact a city clerk at 541-481-9252 (voice), or by e-mail at: [city.clerk@cityofboardman.com](mailto:city.clerk@cityofboardman.com).

## **BOARDMAN CITY COUNCIL- REGULAR MEETING MINUTES– AUGUST 1, 2023**

### **BOARDMAN CITY HALL COUNCIL CHAMBERS AND VIA ZOOM**

Council President Baumgartner called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

Councilors present: Richard Rockwell, Karen Pettigrew, Cristina Cuevas, Isaac Williams, Heather Baumgartner and Brenda Profitt

Absent: Paul Keefer-Excused

Staff: Brandon Hammond-City Manager, Jackie McCauley-Acting Recorder/Building Clerk, Rick Stokoe-Police Chief, Marta Barajas-Finance Director, Carla McLane-Planning Official, Rolf Prag-Public Works Director, and Toni Connell-Utility Clerk

Audience: Elaine Howard-Elaine Howard Consulting, LLC, George Shimer-Boardman Park and Recreation District, Jr. Drago, Dori Drago, Stephen Fuss, Jeffery Thomas, Amy French, and an anonymous Zoom attendee

### **APPROVAL OF MINUTES**

#### July 11, 2023 Regular Meeting

Councilor Rockwell made a motion to approved the July 11, 2023 Regular Meeting Minutes as presented. Councilor Cuevas seconded the motion. The motion passed 6-0 with 1 absent.

### **FORMAL PROCEEDINGS**

#### Public Hearing – North Urban Renewal District

Council President Baumgartner opened the public hearing at 7:01pm. She announced the purpose of the hearing was to hear from the public on the proposed North Urban Renewal District. She outlined the conduct of the hearing.

Council President Baumgartner asked for the staff report. Elaine Howard of Elaine Howard Consulting, LLC shared a Powerpoint Presentation regarding the proposed urban renewal district. She showed the process of how the plan is adopted. This is a 20-year plan with a maximum indebtedness of \$27,000,000.00. She explained how the plan is funded.

Ms. Howard reviewed the boundaries of the urban renewal district and the projects within the plan:

#### 1. Transportation Projects

- Extend NE Boardman Avenue to Olson Road, including pavement, curb, gutter, sidewalks and lighting.
- Improve NE Front Street, including pavement, curb, gutter, sidewalks and lighting.
- Alley from 2nd Avenue NE to 3rd Street NE.
- 2nd Avenue NE to Columbia Avenue NE.
- Columbia Avenue NE to Boardman Avenue NE.
- N. Main Street and Boardman Avenue intersection improvements.
- Provide other transportation improvements as necessary.

#### 2. Economic Development Incentives

The estimated costs of these projects are almost \$11,000,000.00.

Council President Baumgartner asked councilors to disclose any conflicts of interest. There were none.

Council President Baumgartner asked to hear from proponents. There were none.

Council President Baumgartner asked to hear from opponents. There were none.

Council President Baumgartner asked for neutral comments.

George Shimer – Boardman Park and Recreation District asked for clarification on the dollar amount his special district would lose over the course of the 20 years of the urban renewal plan. He said \$490,000 would calculate to about \$24,000 per year. Elaine Howard said it would not be an equal amount each year, it would start small, and as the values increase, each year would be more. Chief Stokoe said the district would not lose the tax money, but also would not gain until the end of the urban renewal plan. After the 20 years, all special districts would gain considerably.

Council President Baumgartner closed the public hearing at 7:24pm.

## **FINANCIAL REPORT**

### Ending May 31, 2023

Finance Director Barajas said May's biggest revenues were from the General Fund. The city received quarterly transient room tax and franchise fees. The building revenues were lower in May. The building department has spent a lot of money due to the building expansion project. She anticipates these expenditures to get bigger as the project moves along. She said the interest rates are slowly coming up. There were no questions regarding the financial report.

## **PUBLIC COMMENT**

### Stephen Fuss

Mr. Fuss reminded council of his request to pass rent protection within the city. He said HB 611 has passed with amendments. He said the Port View Apartments and Tidewater Apartments do not fall under this new law because of the age limit in the law is 15 years from the first residency. He encouraged the council to consider rent protection.

## **ACTION ITEMS**

### **ORDINANCES**

#### Ordinance 2-2023 – North Urban Renewal District

Councilor Cuevas made a motion to approved the first reading of Ordinance No. 2-2023, an ordinance making certain determinations and findings relating to and approving the North Urban Renewal Plan and directing that Notice of Approval be published. Councilor Rockwell seconded the motion. The motion passed 6-0 with 1 absent.

Acting Recorder McCauley read the ordinance, in its entirety, into record.

### **RESOLUTIONS**

#### Resolution No. 15-2023 – City Fee Schedule

Councilor Pettigrew wanted to know if the updated fee schedule had been presented to the city manager pro tem prior to presenting it to the council. Chief Stokoe said it had not. He said in all of his discussions with the council, he understood it was the council's wish to keep fees reasonable and as low as possible to encourage growth. He said the city is not in dire straits. He does not recommend passage of these fees because of the increase in planning fees.

Planning Official Carla McLane explained the fees are to capture costs associated with each type of application. Publishing fees have gone up. The cost of mailing notices to property owners has gone up. The proposed planning fees would cover the cost of those fees, and not the staff's time.

Councilor Rockwell asked if the city could use a different newspaper to publish the notices or perhaps to negotiate with the newspaper for a lower fee. Timing on notices do not allow for notices in the North Morrow Times and the publication, by law, must have a large circulation. Councilor Pettigrew reminded the council the city has designated the East Oregonian as the city's paper for publications.

There was discussion about different types of applications and the potential cost to the city to respond to the applications.

Councilor Cuevas asked if the proposed fees were estimates based upon fees in neighboring cities and counties. Planning Official McLane said the fees align with what the county and Umatilla and Hermiston charge.

Finance Director Barajas said that some of the applications involve legal fees also. Councilor Williams asked her if any of the city departments are losing money because of the fees charged. He said the fees need to generate enough to cover the costs associated with the applications.

Chief Stokoe said the council could pass the resolution, amending the fees schedule to keep them the same as the 2022 fees. He wants the new city manager to evaluate the fees. Planning Official McLane said the fee schedule does not only set the fees, but clears up an issue of the types of fees the city charges. For instance, the city has a fee for a zoning permit, but the city code does not say the city issues zoning permits. The code specifies the different types of applications and these are the applications proposed in the new fee schedule.

Acting Recorder McCauley suggested the council table the resolution, rather than pass an amended resolution. This would give the city manager and planning official time to review the fees and bring the resolution back before council at the next meeting.

Councilor Rockwell does not want to raise fees.

Council President Baumgartner said the city should balance the fees to recoup the cost of function.

Councilor Pettigrew thanked Planning Official McLane for the explanation of the fee increases. She said it was helpful to have the conversation. She said it is fair to have the new city manager and the planning official review the fees and bring the resolution back to council. Councilor Cuevas also felt the conversation helped her understand the fees and they seemed more reasonable. Councilor Profitt also felt the conversation was helpful.

There was council consensus to table the resolution until such time as the new city manager and the planning official could review the fees and bring the resolution back to council.

#### Resolution No. 17-2023 – Establish Escrow Account for Rotschy, Inc.

Councilor Profitt made a motion to adopt Resolution No. 17- 2023, a resolution establishing an interest-bearing escrow account for Rotschy, Inc. for work on water system improvements. Councilor Pettigrew seconded the motion. The motion passed 6-0 with 1 absent.

### **OTHER BUSINESS**

#### Update Bank Signer

Council President Baumgartner explained the bank accounts will need to be updated since hiring the new city manager. Councilor Cuevas made a motion to update the bank signers and custodians of the city bank accounts to include City Manager Brandon Hammond, Mayor Paul Keefer, and Councilors Heather Baumgartner, Cristina Cuevas, Karen Pettigrew, Brenda Profitt, Richard Rockwell, and Isaac Williams. Councilor Profitt seconded the motion. The motion passed 6-0 with 1 absent.

#### Assign Bank Signers on 2KG Contractors Escrow Account

Councilor Rockwell made a motion to have Paul Keefer, Isaac Williams, and Brandon Hammond be the account signers for the 2KG Contractors Retainage Escrow Account. Councilor Williams seconded the motion. The motion passed 6-0 with 1 absent.

#### Assign Bank Signers on Rotschy, Inc. Escrow Account

Councilor Cuevas made a motion to have Paul Keefer, Isaac Williams, and Brandon Hammond be the account signers for the Rotschy, Inc. Retainage Escrow Account. Councilor Rockwell seconded the motion. The motion passed 6-0 with 1 absent.



## **REPORTS, CORRESPONDENCE AND DISCUSSION:**

### Police Report

Chief Stokoe gave the council a copy of the monthly police report. He said the department is staying busy. The amount of DUII's has gone up, so he has invited Oregon State Police to help. He has made two conditional offers to fill positions within the department, however they both will need to go through the academy, which will require about two years to get them fully trained. He has made a conditional offer for a lateral police officer also. Councilor Cuevas asked how many officers the city has. Chief Stokoe said 12, and with the new lateral officer, 13.

### Building Department Report

Building Clerk McCauley said she was unable to put together a monthly report in time for the meeting. She said the new software is working well, with still some minor adjustments. The planning department recently began using the program also.

### Public Works Department Report

Acting Recorder McCauley said she had distributed the public works report just prior to the meeting. There were no questions.

### City Manager Report

City Manager Hammond said he had held a staff meeting this morning. He plans on meeting with all of the staff one-on-one to talk about shared goals and visions. He would like to do the same with the council. He wants to work with staff and council to create a mission statement to put on the website. He is excited about that.

There were 67 garbage vouchers issued in July for the community-wide clean up.

He and Planning Official McLane had a good discussion today about the green space under the BPA powerlines. They would like to get the map BPA has and the city map to align. They also discussed updating of all of the city's plans and codes.

Chief Stokoe said the city needs to get the deeds done for the Oregon Trail to Front Street roadway project. Those will be moving forward soon. He said the League of Oregon Cities Small Cities meeting in Boardman went well. It was well attended and is appreciative of the seniors for the use of the building and lunch.

### Councilors

Councilors Cuevas welcomed Brandon Hammond. She suggests the city arrange a community welcome meeting for him. Councilor Pettigrew suggested perhaps during the Community Night Out. Councilor Cuevas said she would like to meet the new police officers also. Chief Stokoe said he would have them come to council when they can attend.

**The meeting was adjourned at 8:40pm.**

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Paul Keefer – Mayor

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Jackie McCauley – Acting Recorder



## Chamber and BCDA July 2023 Report

- We currently have 257 members and 6 new members for 2023. Our chamber continues to grow and offer support to our community and the businesses to make Boardman a Great Place to Live.
- Our **new members** that have joined our chamber in the last month:
  - *Anderson Boylan Ramos, P.C.*
  - *Nick's Maintenance Services, LLC*
  - *Training and Employment Consortium*
  - *Pacific Northwest Veterans' Alliance*
  - *HindSight VIP LLC*
  - *Water for Eastern Oregon (H2OEO)*

### Upcoming Boardman Chamber of Commerce Events

- **The 3rd Quarter Luncheon will be September 20<sup>th</sup>:** Tillamook will sponsor the luncheon and Representative Greg Smith will be joining us as our guest speaker. One of our returning members GG's Smokehouse Catering by Amber will be catering the Luncheon. Members or anyone in the community can register for our luncheon on the Boardman Chamber website.
- **Trunk-or-Treat will be on October 31<sup>st</sup> at 5:30 pm:**  
Get Ready to Enjoy a FREE fun evening of Trunk-or-Treating! Cars, Community booths, and Businesses will line up in the Sage Center parking lot handing out treats, candy, and prizes. We look forward to this family fun night with you and your Trick-or-Treaters.

### Past Chamber Events:

- **Boardman Community Night Out End of Summer Celebration will be on August 25<sup>th</sup>:**  
The event was a great success. We received great feedback from the Boardman community pages and the people in attendance. AWS Volunteers served around 400 hamburgers and hotdogs, Tillamook ice cream van ran out of all their ice cream, and everyone loved Lamb Weston fries. The community enjoyed the dunking our local first responders and interacting with everyone that joined us to celebrate the end of summer.

At dark, we showcased another beautiful firework show over the Columbia River, sponsored by MCURD.

- **Workforce Wednesday w/ Anna Browne August 30th: Featuring: Alma Hernandez from Boardman Foods Inc.**

Alma Hernandez went over their new expansion, current employment opportunities, and upcoming employment opportunities.

- **Chamber Talk w/ Torrie Featuring Kathy Street from Oregon Trail Library August 24th:** Kathy Street Director of Oregon Trail Library District went over what the library is about and her role in the district. She shared all of the great opportunities the library offers to Boardman community members, and surrounding towns, including the DOLLY PARTON IMAGINATION LIBRARY.

**Reminder** If your business wants to join our monthly podcast “Chamber Talk with Torrie”, contact the chamber office to schedule yours today. We host the podcast on the 1<sup>st</sup> and 3<sup>rd</sup> Thursday at noon monthly.

**ALL VIDEO PODCAST CAN BE SEEN ON THE BOARDMAN CHAMBER YOUTUBE CHANNEL –**  
Boardman Chamber of Commerce.

## **Member Events**

- The SAGE Center is holding its 10<sup>th</sup> Annual Morrow Count Harvest Festival on Saturday, October 7<sup>th</sup> from 10 am – 4 pm. This family-friendly event is open to the public, exclusively outdoors, and free for all ages. Visitors will enjoy local artisan vendors, fresh produce, activities for children in the Kid's Corner, live music, mule-drawn wagon rides, face painting, food, and so much more!
- Desert Lanes is providing a Kids Bowl Free. Kids can register for a summer fun bowling pass. This will go through to Sept. 30<sup>th</sup>. They also have many fun activities that are coming up.
- Boardman Pool and Rec has their pool open, follow their Facebook and website for hours and more information.
- Wildhorse Resort & Casino will have a live concert in the Wildhorse Sports Bar with Tylor & the Train Robbers and a special guest Rider & Rolling Thunder. It will be on Saturday, September 9<sup>th</sup> at 7 PM.

## **Boardman Community Development Association**

- Retail Space – A future building will be built along NE Front Street that will house incubator businesses to help provide more services to our community. This building will also be a place for

existing businesses with great freeway visibility and accessibility. The land has been purchased and we are starting on the architectural design of the building.

- Home Buyers Incentive Program – We have started the new year for our Home Buyers Incentive program, to date, we have paid out \$135,000.00, with 1 application still pending.
- RHS Football Lighting Project – we have partnered with RHS to install a new lighting system around the football and track, this project cost will be \$380,000 and BCDA will contribute \$330,000 to this project which will have a large impact on our youth and community over the coming years.
- Annual Contributions have been made to Boardman Park and Rec and Families First Day Care of \$25,000. This contribution is to help with the efforts of sustainability of these entities in our community.
- Broadband remains a continued effort to keep expanding infrastructure to new developments. As developments are being built out, BCDA is working with local partners to ensure infrastructure is in the ground for future fiber direct to each resident.

Thank you for your time. If you have any questions, please feel free to call 541-571-2394 or email [torrie@boardmanchamber.org](mailto:torrie@boardmanchamber.org) anytime.

Looking for more information, please visit [www.boardmanchamber.org](http://www.boardmanchamber.org) or call our office at 541-481-3014.



**BOARDMAN**  
Chamber of Commerce  
**SEPTEMBER 20TH, 2023**  
**CHAMBER LUNCHEON**  
**SPONSORED BY**  
**TILLAMOOK**  
**GUEST SPEAKER**  
**STATE REP. GREG SMITH**  
Catered by  
**GG's Smokehouse Catering by Amber LLC**  
**12 PM at POM Riverfront Center**  
Pre-registration required  
[Boardmanchamber.org/events](http://Boardmanchamber.org/events) to register



Presented by the Boardman Chamber of Commerce  
**Boardman Community**  
**TRUCK OR TREAT**  
**31** **OCTOBER** **5:30 PM** | **FREE EVENT**  
UNTIL THE CANDY RUNS OUT!  
SAGE CENTER PARKING LOT  
101 OLSON RD  
BOARDMAN, OR  
(541) 481-3014 - 101 Olson Rd, Boardman, Or 97818  
[www.boardmanchamber.org](http://www.boardmanchamber.org) - [info@boardmanchamber.org](mailto:info@boardmanchamber.org)



**CITY OF BOARDMAN  
ORDINANCE NO. 2-2023**

**AN ORDINANCE MAKING CERTAIN DETERMINATIONS AND FINDINGS RELATING TO  
AND APPROVING THE NORTH URBAN RENEWAL PLAN AND DIRECTING THAT  
NOTICE OF APPROVAL BE PUBLISHED**

**WHEREAS**, the Boardman Urban Renewal Agency ("Agency"), as the duly authorized and acting urban renewal agency of the City of Boardman, Oregon, is proposing to undertake certain urban renewal activities in a designated area within the City pursuant to ORS Chapter 457; and

**WHEREAS**, the Agency, pursuant to the requirements of ORS Chapter 457, has caused the preparation of the North Urban Renewal Plan dated September 5, 2023 and attached hereto as Exhibit A (the "Plan") and incorporated hereby by reference, and the Plan authorizes certain urban renewal activities within the North Urban Renewal Area (the "Area"); and

**WHEREAS**, the Agency has caused the preparation of a certain Urban Renewal Report dated September 5, 2023 attached hereto as Exhibit B (the "Report") and incorporated hereby by reference to accompany the Plan as required under ORS 457.087; and

**WHEREAS**, the Agency forwarded the Plan and Report to the Boardman Planning Commission (the "Planning Commission") for review and recommendation. The Planning Commission considered the Plan and Report on July 19, 2023 and passed a motion that the Plan conformed with the Boardman Comprehensive Plan attached hereto as Exhibit C (the "Planning Commission Recommendation"); and

**WHEREAS**, the Plan and the Report were forwarded on July 12, 2023 to the governing body of each taxing district affected by the Plan, and the Agency has thereafter consulted and conferred with each taxing district; and

**WHEREAS**, on August 16, 2023 the City met with representatives of Morrow County to review the Plan, including proposed maximum indebtedness for the Plan; and

**WHEREAS**, the City Council has not received any written recommendation from the governing bodies of the affected taxing districts; and

**WHEREAS**, on July 18, 2023 the City caused notice of the hearing to be held before the Council on the Plan, including the required statements of ORS 457.120(3), to be mailed to utility customers within City's incorporated limits; and

**WHEREAS**, on August 1, 2023 the City Council held a public hearing to review and consider the Plan, the Report, the recommendation of the Boardman Planning Commission and the public testimony received on or before that date and to receive additional public testimony; and

**WHEREAS**, the City Council found that the Plan conforms with all applicable legal requirements; and

**WHEREAS**, after consideration of the record presented through this date, the City Council does by this Ordinance desire to approve the Plan.

## **NOW THEREFORE, THE PEOPLE OF BOARDMAN DO ORDAIN AS FOLLOWS:**

**Section 1.** The Plan complies with all applicable requirements of ORS Chapter 457 and the specific criteria of 457.095, in that, based on the information provided in the Report, the Boardman Planning Commission Recommendation, and the public testimony before the City Council:

1. The process for the adoption of the Plan, has been conducted in accordance with the applicable provisions of Chapter 457 of the Oregon Revised Statutes and all other applicable legal requirements;
2. The area designated in the Plan as the North Urban Renewal Area ("Area") is blighted, as defined by ORS 457.010(1) and is eligible for inclusion within the Plan because of conditions described in the Report in the Section "Existing Physical, Social, and Economic Conditions and Impacts on Municipal Services", including the existence of inadequate streets and other rights of way, open spaces and utilities within the Area (ORS 457.010(1)(e)) and a prevalence of depreciated values, impaired investments and social and economic maladjustments to such an extent that the capacity to pay taxes is reduced and tax receipts are inadequate for the cost of public services rendered (ORS 457.010(1)(g));
3. The rehabilitation and redevelopment described in the Plan to be undertaken by the Agency is necessary to protect the public health, safety or welfare of the City because absent the completion of urban renewal projects, the Area will fail to contribute its fair share of property tax revenues to support City services and will fail to develop and/or redevelop according to the goals of the City's Comprehensive Plan;
4. The Plan conforms to the Boardman Comprehensive Plan and provides an outline for accomplishing the projects described in the Plan, as more fully described in XI of the Plan and in the Boardman Planning Commission recommendation;
5. No residential displacement will occur as a result of the acquisition and disposition of land and redevelopment activities proposed in the Plan and therefore the Plan does not include provisions to house displaced persons;
6. Acquisition is an eligible component of the Plan and is necessary to cure blight in the Area and to promote economic prosperity;
7. Adoption and carrying out the Plan is economically sound and feasible in that eligible projects and activities will be funded by urban renewal tax revenues derived from a division of taxes pursuant to section 1c, Article IX of the Oregon Constitution and ORS 457.440 and other available funding as more fully described in the Sections III through VI of the Report;
8. The City shall assume and complete any activities prescribed it by the Plan; and
9. The Agency consulted and conferred with affected overlapping taxing districts prior to the Plan being forwarded to the City Council.

**Section 2:** The North Urban Renewal Plan is hereby approved based upon review and consideration by the City Council of the Plan and Report, the Boardman Planning Commission Recommendations, each of which is hereby accepted, and the public testimony in the record.

**Section 3:** The City Manager shall forward forthwith to the Agency and to the Morrow County Assessor a copy of this Ordinance and all attachments.

**Section 4:** The Agency shall thereafter cause a copy of the Plan to be recorded in the Records of Morrow County, Oregon.

**Section 5:** The City Manager, in accordance with ORS 457.115, shall publish notice of the adoption of the Ordinance approving the Plan including the provisions of ORS 457.135, in the East Oregonian newspaper no later than four days following adoption of this Ordinance.

**PASSED AND ADOPTED** by the Boardman City Council this 5<sup>th</sup> day of September, 2023 and signed by the mayor in authentication of its passage.

City of Boardman:

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Paul Keefer, Mayor

Attest:

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Toni Connell, Acting City Recorder

Attachments:

Exhibit A – North Urban Renewal Plan

Exhibit B – Report on the North Urban Renewal Plan

Exhibit C – Boardman Planning Commission Recommendation on the North Urban Renewal Plan



Exhibit "A"

# North Urban Renewal Plan



Adopted by the City of Boardman

September 5, 2023

Ordinance No.2-2023

If Amendments are made to the Plan, the Resolution or Ordinance Number and date will be listed here. The amendment will be incorporated into the Plan and noted through a footnote.

## List of Participants

### **Mayor**

Paul Keefer

### **City Council**

Heather Baumgartner

Cristina Cuevas

Karen Pettigrew

Brenda Profitt

Richard Rockwell

Isaac Williams

### **Boardman Urban Renewal Agency**

Paul Keefer, Commission Chair

Heather Baumgartner

Cristina Cuevas

Karen Pettigrew

Brenda Profitt

Richard Rockwell

Isaac Williams

### **Planning Commission**

Position 1 Jacob Cain

Position 2 Jennifer Leighton

Position 3 Mike Connell

Position 4 Ragna TenEyck

Position 5 Zach Barresse

Position 6 Sam Irons

Position 7 Ethan Salata

### **City Manager**

Brandon Hammond

### **Assistant City Manager**

#### **Police Chief**

Richard Stokoe

#### **Planning Official**

Carla McLane

#### **Finance Director**

Marta Barajas

#### **Consulting Team**

##### **Elaine Howard Consulting, LLC**

Elaine Howard

Scott Vanden Bos

##### **Tiberius Solutions LLC**

Nick Popenuk

Ali Danko

Rob Wyman

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## **I. DEFINITIONS**

"Agency" is the Boardman Urban Renewal Agency created under ORS 457.035 and 457.045.

"Area" means the properties and rights-of-way located within the North Urban Renewal Area.

"Blight" is defined in ORS 457.010(1)(a)(A-E) and identified in the ordinance adopting the North Urban Renewal Plan.

"City" means the City of Boardman, Oregon.

"City Council" or "Council" means the Boardman City Council.

"Comprehensive Plan" means the City of Boardman Comprehensive Plan and its implementing ordinances, policies, and standards.

"County" means Morrow County, Oregon.

"Frozen base" means the total assessed value including all real, personal, manufactured, and utility values within the North Urban Renewal Plan at the time of adoption. The county assessor certifies the assessed value after the adoption of the North Urban Renewal Plan.

"North Urban Renewal Plan" means a plan, as it exists or is changed or modified from time to time, as provided in ORS 457.

"Increment" means that part of the assessed value of a taxing district attributable to any increase in the assessed value of the property located in the North Urban Renewal Plan, or portion thereof, over the assessed value specified in the certified statement.

"Maximum Indebtedness" means the maximum principal amount of indebtedness that may be incurred by a plan pursuant to ORS 457.190 and does not include indebtedness incurred to refund or refinance existing indebtedness.

"ORS" means the Oregon Revised Statutes and specifically Chapter 457, which relates to urban renewal and tax increment financing.

"Plan" means the official plan for the North Urban Renewal Plan pursuant to ORS 457.

"Plan Area" means a blighted area included in the North Urban Renewal Plan under ORS 457.010.

"Planning Commission" means the Boardman Planning Commission.

"Project(s)" means any work or undertaking carried out under the North Urban Renewal Plan.

"Report Accompanying North Urban Renewal Plan" or "Report" means the official report that accompanies the North Urban Renewal Plan pursuant to ORS 457.087.

"Revenue sharing" means sharing tax increment proceeds as defined in ORS 457.470 and refers to the funds that are associated with the division of taxes accomplished through the adoption of the North Urban Renewal Plan.

"Tax increment revenues" means the funds allocated by the assessor to the Boardman Urban Renewal Agency due to increases in assessed value over the frozen base within the area.

“Urban Renewal” means the statutory authority provided in ORS 457.

“Urban renewal area” means a blighted area included in an urban renewal plan or an area included in an urban renewal plan under ORS 457.010.

“Urban renewal plan” or “Plan” means a plan, as it exists or is changed or modified from time to time, for one or more urban renewal areas, as provided in ORS 457.085, 457.095, 457.105, 457.115, 457.120, 457.125, 457.135 and 457.220.

“Urban renewal project” or “Project” means any work or undertaking carried out under ORS 457.170 in an urban renewal area.

“Urban renewal report” or “Report” means the official report that accompanies the urban renewal plan pursuant to ORS 457.087.

## II. INTRODUCTION

The North Urban Renewal Plan Area (Area) shown in Figure 1, consists of approximately 181 total acres, 145.55 acres of land in tax lots and 35.55 acres of public rights-of-way. The primary purpose of the North Urban Renewal Plan (Plan) is to address infrastructure deficiencies and provide economic development tools to promote future development.

It is anticipated that the Plan will take twenty years of tax increment collections to implement. The maximum amount of indebtedness (amount of tax increment financing (TIF) for projects and programs) that may be issued for the Plan is twenty-seven million dollars (\$27,000,000).

Goals and objectives are intended to guide tax increment financing (TIF) investment in the Area over the life of the Plan. The project category descriptions and list of projects are intended to aid future decision makers when considering how best to expend funds generated by TIF.

The Plan is to be administered by the Boardman Urban Renewal Agency (Agency). Substantial amendments to the Plan must be approved by City Council as outlined in Section VI. All amendments to the Plan are to be listed numerically on the front page of the Plan and then incorporated into the Plan document and noted by footnote with an amendment number and adoption date.

The relationship between the sections of the Plan and the ORS 457.085 requirements is shown in Table 1. Statutory References. The specific reference in the table below is the section of this Plan that primarily addresses the statutory reference. There may be other sections of the Plan that also address the statute.

**Table 1. Statutory References**

Statutory Requirement	Plan Section
ORS 457.085(2)(a)	V
ORS 457.085(2)(b)	V
ORS 457.085(2)(c)	XII
ORS 457.085(2)(d)	XI
ORS 457.085(2)(e)	XI
ORS 457.085(2)(f)	VIII
ORS 457.085(2)(g)	VII
ORS 457.085(2)(h)	III
ORS 457.085(2)(i)	VI
ORS 457.085(2)(j)	Not applicable

1.



## **A. Urban Renewal Overview**

Urban renewal allows for the use of tax increment financing, a financing source that is unique to urban renewal, to fund its projects. Tax increment revenue, the amount of property taxes generated by the increase in total assessed values in the urban renewal area from the time the urban renewal area is first established, are used to repay borrowed funds. The borrowed funds are used to pay for urban renewal projects and cannot exceed the maximum indebtedness amount set by the urban renewal plan.

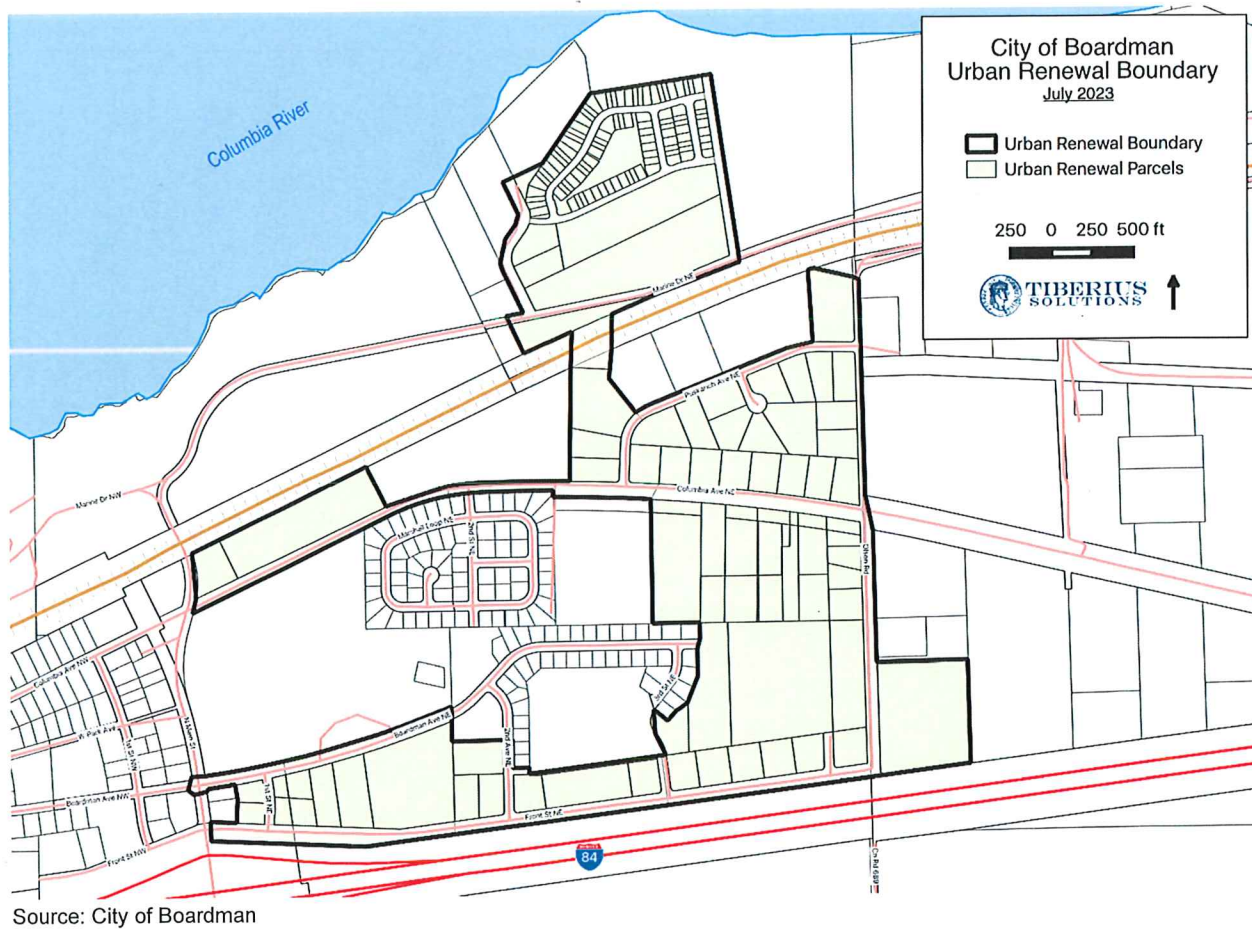
The purpose of urban renewal is to improve specific areas of a city that are poorly developed or underdeveloped, called blighted areas in ORS 457. These areas can have old or deteriorated buildings, public spaces that need improvements, streets and utilities in poor condition, a complete lack of streets and utilities altogether, or other obstacles to development. In general, urban renewal projects can include construction or improvement of streets, utilities, and other public facilities; assistance for rehabilitation or redevelopment of property; acquisition and re-sale of property (site assembly) from willing sellers; and improvements to public spaces. The North Urban Renewal Area meets the definition of blight due to the existence of inadequate streets and other rights of way, open spaces and utilities and underdevelopment of property. These blighted conditions are specifically cited in the ordinance adopting the Plan and described in detail in the accompanying North Urban Renewal Report (Report).

## **B. Report Accompanying the Plan**

The Report provides the analysis and contains the information required to meet the standards of ORS 457.087, including financial feasibility. These requirements include:

- A description of the physical, social, and economic conditions in the Area;
- Expected impact of the Plan, including fiscal impact in light of increased services;
- Reasons for selection of the Plan Area;
- The relationship between each project to be undertaken and the existing conditions;
- The estimated total cost of each project and the source of funds to pay such costs;
- The estimated completion date of each project;
- The estimated amount of funds required in the Area and the anticipated year in which the debt will be retired;
- A financial analysis of the Plan;
- A fiscal impact statement that estimates the impact of tax increment financing upon all entities levying taxes upon property in the urban renewal area; and
- A relocation report.

Figure 1. Boundary



### III. MAXIMUM INDEBTEDNESS

Maximum Indebtedness ("MI") is the total amount of money that can be spent on projects, programs and administration throughout the life of the Plan. The maximum amount of indebtedness that may be issued or incurred under the Plan, based upon good faith estimates of the scope and costs of projects in the Plan and the schedule for their completion is twenty-seven million dollars (\$27,000,000). This amount is the principal of such indebtedness and does not include interest or indebtedness incurred to refund or refinance existing indebtedness or interest earned on debt proceeds.

### IV. PLAN GOALS

The goals were developed in consultation with the city staff. The tax increment projects identified in Sections V and VI of the Plan are the specific means of implementing the goals. The goals and objectives will be pursued as economically as is feasible and at the discretion of the Agency. The goals are not listed in any order of importance or priority. A matrix of how the projects align with the goals and objectives is shown in Table 2.

Goal 1: Eliminate blight in the Area by upgrading inadequate infrastructure.

Objective 1: Provide funding for the construction of infrastructure improvements supporting development and redevelopment within the Area.

Goal 2: Facilitate economic development and job creation through the provision of adequate infrastructure and development incentives in the Area.

Objective 1: Provide funding for the construction of infrastructure improvements supporting development and redevelopment within the Area.

Objective 2: Provide economic development incentives to facilitate development of parcels in the Area.

Goal 3: Provide resources to adequately administer the North Urban Renewal Plan.

Objective 1: Administer the Plan including the projects, financial accounting, budgeting and reporting as required by State Statute.

**Table 2. Relationship of Projects to Goals**

Project Category	Goals
Infrastructure Improvements	1,2
Economic Development Incentives	1,2
Administration	1,2,3

### V. PROJECTS

The projects to be undertaken in the Area are infrastructure upgrades and economic development incentives. Although specific numbers (i.e. 1,059 linear feet) have been used in the

project description, those numbers are not absolute and may be changed as the project is undertaken in the future.

## **A. Infrastructure Improvements**

### **1. NE Boardman Avenue to Olson Road**

This project includes approximately 1,059 linear feet (LF) of new road that will stretch from NE Boardman Avenue to Olson Road. The project will include installation 2,118 LF of concrete curb and gutter, 1,412 square yards (SY) of concrete sidewalk, 1,059 LF of new 8-inch sewer line, new curb ramps, and all other work required to finish the project.

### **2. NE Front Street Improvements**

This project will improve NE Front Street from N Main Street to Olson Road. This stretch of road is a little over 4,000 LF and will include full width and length asphalt overlay, approximately 5,513 SY of new concrete sidewalk, over 8,270 LF of new curb and gutter, 4,135 LF of new 8-inch water line, new driveway approaches, new curb ramps, and all other work required to finish the project.

### **3. Alley from 2nd Avenue NE to 3d Street NE**

This project consists of building an alley from 2nd Avenue NE to 3rd Street NE. This stretch of road will be approximately 938 LF and will include approximately 439 tons of asphalt concrete pavement mixture, base rock, a new cement concrete driveway, and all other work required to finish the project.

### **4. 2nd Avenue NE to Columbia Avenue NE**

Approximately 379 LF of new road will be installed to complete the connection between Front Street NE and Columbia Avenue NE. This project will require approximately 266 tons of asphalt concrete pavement mixture, 758 LF of concrete curb and gutter, 505 SY of concrete sidewalk, 488 LF of new 8-inch sewer line, and all other work required to finish the project.

### **5. Columbia Avenue NE to Boardman Avenue NE**

This includes approximately 977 LF of new roadway between Columbia Avenue NE and Boardman Avenue NE. The project will include approximately 686 tons of asphalt concrete pavement mixture, 1,954 LF of new concrete curb and gutter, 1,303 SY of concrete sidewalk, 977 LF of new 8-inch sewer line, curb ramps, and all other work required to finish the project.

## **6. Main Street Intersection Improvements**

Intersection improvements include new traffic signals, roadwork, sidewalk work, striping and signage, and all other work required for the improvements.

## **7. Provide other transportation improvements as necessary.**

### **B. Economic Development Incentives**

#### **1. Provide economic development incentives to facilitate development in the Area.**

These include, but are not limited to:

- City owned property.
- Cemetery owned property.
- Encourage development of a new hotel.

### **C. Administration**

#### **1. Financing fees and any long-term borrowing costs.**

#### **2. General administration including annual reporting, financial statements and administration of the Plan.**

## **VI. AMENDMENTS TO PLAN**

The Plan may be amended as described in this section.

### **A. Substantial Amendments**

Substantial Amendments, in accordance with ORS 457.085(2)(i), shall require the same notice, hearing, and approval procedure required of the original Plan, under ORS 457.095, including public involvement, consultation with taxing districts, presentation to the Agency, the Planning Commission and adoption by the City Council by non-emergency ordinance after a hearing. Notice of such hearing shall be provided to individuals or households within the City of Boardman, as required by ORS 457.120. Notice of adoption of a Substantial Amendment shall be provided in accordance with ORS 457.095 and 457.115.

Substantial Amendments are amendments that:

- (1) Add land to the North Urban Renewal Plan boundary except for an addition of land that totals not more than a cumulative 1% of the area of the North Urban Renewal Plan boundary; or
- (2) Increase the maximum amount of indebtedness that can be issued or incurred under the Plan.

### **B. Minor Amendments**

Minor Amendments are amendments that are not Substantial Amendments as defined in this Plan and in ORS 457. Minor Amendments require approval by the Agency by resolution.

### **C. Amendments to the Boardman Comprehensive Plan and/or Boardman Development Code**

Amendments to the Boardman Comprehensive Plan ("Comprehensive Plan") including the Transportation Systems Plan and/or Boardman Development Code that affect the Plan and/or the Plan Area shall be incorporated automatically within the Plan without any separate action required by the Agency or City Council. When a substantial amendment is completed, the Relationship to Local Objectives section will be updated by either staff or the consultant as part of the substantial amendment process.

## **VII. PROPERTY ACQUISITION AND DISPOSITION**

The Plan authorizes the acquisition and disposition of property as described in this section. Property includes any and all interests in property, including fee simple ownership, lease, easements, licenses, or other rights to use. If property is acquired, it will be identified in the Plan through a Minor Amendment, as described in Section VI. Identification of property to be acquired and its anticipated disposition is required by ORS 457.085(g).

### **A. Property acquisition for public improvements**

The Agency may acquire any property within the Area for the public improvement projects undertaken pursuant to the Plan by all legal means, including use of eminent domain. Good faith negotiations for such acquisitions must occur prior to the institution of eminent domain procedures.

### **B. Property acquisition from willing sellers**

The Plan authorizes Agency acquisition of any interest in property within the Area that the Agency finds is necessary for private redevelopment, but only in those cases where the property owner wishes to convey such interest to the Agency. The Plan does not authorize the Agency to use the power of eminent domain to acquire property from a private party to transfer property to another private party for private redevelopment. Property acquisition from willing sellers may be required to support development of projects within the Area.

### **C. Land disposition**

The Agency will dispose of property acquired for a public improvement project by conveyance to the appropriate public agency responsible for the construction and/or maintenance of the public improvement. The Agency may retain such property during the construction of the public improvement.

The Agency may dispose of property acquired under Subsection B of this Section VI by conveying any interest in property acquired. Property shall be conveyed at its fair reuse value. Fair reuse value is the value, whether expressed in terms of rental or capital price, at which the urban renewal agency, in its discretion, determines such land should be made available in order that it may be developed, redeveloped, cleared, conserved, or rehabilitated for the purposes specified in the Plan. Because fair reuse value reflects limitations on the use of the property to those purposes specified in the Plan, the value may be lower than the property's fair market value.

Where land is sold or leased, the purchaser or lessee must agree to use the land for the purposes designated in the Plan and to begin and complete the building of its improvements within a period of time that the Agency determines is reasonable.

## **VIII. RELOCATION METHODS**

When the Agency acquires occupied property under the Plan, residential or commercial occupants of such property shall be offered relocation assistance, as required under applicable state law. Prior to such acquisition, the Agency shall adopt rules and regulations, as necessary, for the administration of relocation assistance. No specific acquisitions that would result in relocation benefits have been identified; however, there are plans to acquire land for infrastructure which may trigger relocation benefits in the future in the Area.



## **IX. TAX INCREMENT FINANCING OF PLAN**

Tax increment financing consists of using annual tax increment revenues to make payments on debt. In this Plan, the debt is anticipated to be a contractual obligation to provide developer incentives and agreement to reimburse the Agency for preparation of and administration of the Plan.

Tax increment revenues equal the annual permanent rate property taxes imposed on the cumulative increase in assessed value within the North Urban Renewal Plan over the total assessed value at the time the North Urban Renewal Plan is adopted. Under current law, the property taxes for general obligation (GO) bonds and local option levies are not part of the tax increment revenues.

### **A. General Description of the Proposed Financing Methods**

The Plan will be financed using a combination of revenue sources. These include:

- Tax increment revenues;
- Advances, loans, grants, and any other form of financial assistance from federal, State or local governments, or other public bodies;
- Loans, grants, dedications, or other contributions from private developers and property owners, including, but not limited to, assessment districts; and
- Any other public or private source.

Revenues obtained by the Agency will be used to pay or repay the costs, expenses, advancements, and indebtedness incurred in (1) planning or undertaking project activities, or (2) otherwise exercising any of the powers granted by ORS Chapter 457 in connection with the planning and implementation of this Plan, including preparation of the Plan.

### **B. Tax Increment Financing**

The Plan may be financed, in whole or in part, by tax increment revenues allocated to the Agency, as provided in ORS Chapter 457. The ad valorem taxes, if any, levied by a taxing district in which all or a portion of the Plan Area is located, shall be divided as provided in Section 1c, Article IX of the Oregon Constitution, and ORS 457.440. Amounts collected pursuant to ORS 457.440 shall be deposited into the unsegregated tax collections account and distributed to the Agency based upon the distribution schedule established under ORS 311.390.

## **X. ANNUAL REPORT**

The Agency shall file Annual Reports in compliance with ORS 457.460.

## **XI. RELATIONSHIP TO LOCAL OBJECTIVES**

The numbering of the policies within this section reflects the numbering that occurs in the original document. There is no set standard for the findings in an urban renewal plan. In analyzing the findings, the projects and the resulting development have been compared to the Boardman Comprehensive Plan.

### **A. Boardman Comprehensive Plan**

#### **CHAPTER 1: CITIZEN INVOLVEMENT**

##### **GOAL I: CITIZEN INVOLVEMENT POLICIES**

The City has adopted several development review procedures requiring citizen involvement, including notification to property owners and notice to public agencies. In addition, the Comprehensive Plan has specific policies relating to citizen involvement. These are as follows:

4. The Planning Commission is officially designated as the Citizen Involvement Committee.

**Finding:** The Agency met to review the draft Plan, the Planning Commission reviewed the Plan for conformance to the Comprehensive Plan. The Planning Commission is the officially designated Citizen Involvement Committee.

#### **CHAPTER 2: LAND USE PLANNING**

##### **GOAL II: LAND USE PLANNING POLICIES**

2. The City encourages the development of infill and redevelopment of existing land in order to balance the need to expand the Urban Growth Boundary (UGB).
3. The City has adopted the City of Boardman Development Code, a unified zoning and subdivision land use code to facilitate the development process and implement the land use goals of the City as outlined in the Comprehensive Plan.
8. The City will continue to work with the Port of Morrow to encourage development of industrial lands within the Urban Growth Boundary.

**Finding:** The Plan is proposing funding for the installation of a transportation network and the provision of development incentives that will help facilitate development of land within the Area, which is inside of the city limits. The City will continue to work with the Port of Morrow.

#### **CHAPTER 6 AIR, WATER AND LAND RESOURCES QUALITY**

##### **GOAL 6: AIR, WATER AND LAND RESOURCE POLICIES**

1. The city will require all development to comply with city, county, state, and federal environmental rules, regulations and standards.
2. Preserve manmade and natural environments and resources and encourage wise management and proper development techniques.

**Finding:** All development will be required to comply with Chapter 6 of the Comprehensive Plan regarding air, water and land resources quality.

#### **CHAPTER 9 ECONOMIC NEEDS**

## **Goal 9: ECONOMIC POLICIES**

1. Advance the position of Boardman as a regional center for industry, power generation, commerce, recreation, and culture.
2. Encourage tourist commercial activity near Interstate 84.
3. Allow for the creation of industrial park development with adequate off-street parking, landscaping, and site screening.
4. Promote cooperation among the city, the Port of Morrow, and other interested parties to facilitate the most effective uses of public facilities serving the planning area

**Finding:** The Plan is proposing funding for the installation of an improved transportation network that will serve the commercial development in the Area and will facilitate increased development within the Area by providing access to parcels that have been underdeveloped and undeveloped. The Plan also proposes funding to provide the ability to provide economic development incentives will help foster new economic development in the Area.

## **CHAPTER 10 HOUSING**

### **Goal 10: Housing Policies**

1. The City shall provide a variety of living environments to meet regional housing needs for those of different family size and income.
3. Encourage new development concepts to meet changing housing demands and to provide self-contained recreation facilities.
4. Locate high-density multiple-family developments in areas to offer a buffer between single-family residential and commercial or industrial uses, close to schools and shopping, and with quick access to arterial streets.
8. The City shall promote where possible, the evolution of safe and aesthetically pleasing residential neighborhoods that are efficiently integrated with business and commercial property, schools, parks, public facilities and other urban development.
9. The City shall give consideration to development of alternative residential construction both in form and layout for such reasons as aesthetics, energy conservation, reduced development costs and provision of open space.
11. The City shall encourage residential development within city limits in areas which are appropriate for urban development.

**Finding:** The Plan is proposing funding for the installation of an improved transportation network and provision of economic development incentives for the Area. Any new commercial development that occurs as a result of the transportation improvements and the provision of incentives will help serve the new residential units and promote the construction of new units within the Area promoting a safe, aesthetically pleasing residential neighborhood.

## **CHAPTER 11 PUBLIC FACILITIES**

### **GOAL XI: PUBLIC FACILITIES POLICIES**

2. To minimize the cost of providing public services and infrastructure, the City shall discourage inefficient development without adequate public services and promote efficient use of urban and urbanizable land within the City's urban growth boundary, including requiring all urban development to be served by full urban services.
3. The City shall support development that is compatible with the City's ability to provide adequate public facilities and services.

6. The City shall prioritize development of land serviced by utilities and require the extension of water, sewer and storm drainage facilities for all urban level development within the UGB.
11. The City shall establish and maintain a range of funding mechanisms for building new water, sewer, storm drainage and transportation infrastructure and maintaining existing infrastructure.
15. The City shall maintain an eight (8) year supply of commercial and industrial land that is serviceable by water, sewer, storm drainage and transportation infrastructure.

**Finding:** The provision of a new funding mechanism through the urban renewal plan will facilitate the installation of an adequate transportation network and associated utility improvements in the Area. The Plan will also provide the ability to facilitate development which will allow for the use of land that is undeveloped and underdeveloped, but within the city limits. These activities funded through the urban renewal plan will also help the city maintain an 8 year supply of commercial and industrial land that is served by water, sewer, storm drainage and transportation infrastructure.

## **CHAPTER 12 TRANSPORTATION**

### **GOAL 12: TRANSPORTATION POLICIES**

4. The City of Boardman will plan and develop a network of streets, accessways and other improvements, including bikeways, sidewalks, and safe street crossings to promote safe and convenient bicycle and pedestrian circulation within the community.

**Finding:** An improved transportation network within the Area will provide increased safety in the transportation network and for ease of travel and travel methods for all modes of transportation, including pedestrians and bicyclists.

#### **B. Boardman Transportation System Plan**

##### **Goal 1**

Promote a balanced, safe, and efficient transportation system.

##### *Objectives*

1. Develop a multi-modal transportation system that avoids reliance upon one form of transportation as well as minimizes energy consumption and air quality impacts.
2. Protect the qualities of neighborhoods and the community.
3. Provide for adequate street capacity and optimum efficiency.
4. Promote adequate transportation

## **Goal 2**

Ensure the adequacy of the roadway network in terms of function, capacity, level of service, and safety.

3. Identify existing and potential future capacity constraints and develop strategies to address those constraints, including potential intersection improvements, future roadway needs, and future street connections.

4. Evaluate the need for modifications to and/or the addition of traffic control devices.

7. Identify existing and potential future safety concerns as well as strategies to address those concerns.

## **Goal 3**

Promote alternative modes of transportation.

### *Objectives*

1. Develop a comprehensive system of pedestrian and bicycle routes that link major activity centers within the study area.

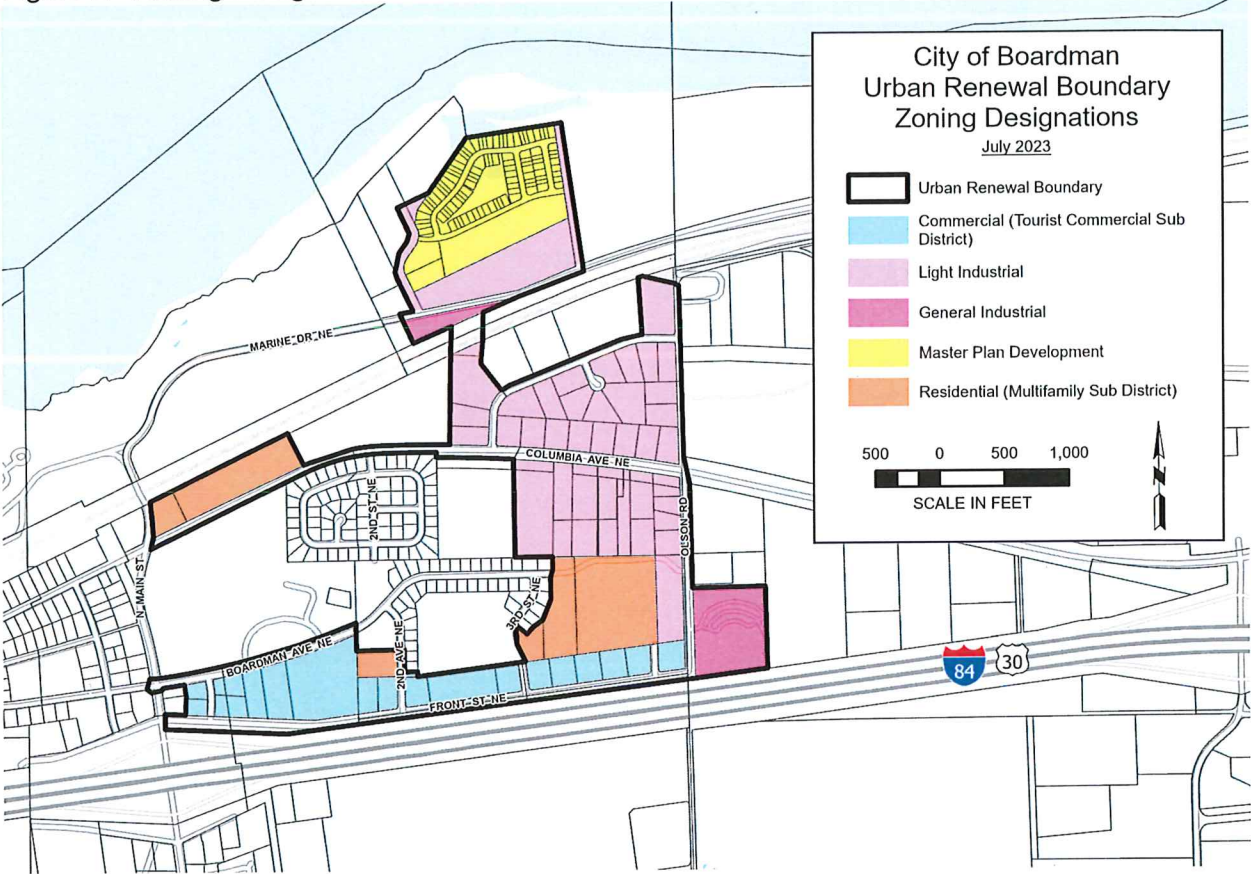
## **Goal 4**

Identify and prioritize transportation improvement needs in the City of Boardman, and identify a set of reliable funding sources that can be applied to these improvements.

1. Evaluate new innovative funding sources for transportation improvements.

**Finding:** The Plan will provide funding for an improved transportation network within the Area which will provide increased safety in the transportation network and for ease of travel and travel methods for all modes of transportation, including pedestrians and bicyclists. The provision of a connected transportation network will eliminate blight, facilitate economic development and job creation, and provide better infrastructure for the community.

Figure 2 - Zoning Designations



Source: anderson perry

## **C. City of Boardman Development Code**

Chapter 2 of the City of Boardman Development Code covers Land Use Districts including the zoning in the Area. The properties to be included in the Area have zoning designations of Commercial: Tourist Commercial Sub-district, Residential: Multi-Family Housing Sub-district and Light Industrial, General Industrial, Master Planned Community and Public/Open Space.

### **Residential**

#### **2.1.100 Purpose**

The Residential District is intended to promote the livability, stability and improvement of the City of Boardman's neighborhoods. This chapter provides standards for the orderly expansion and improvement of neighborhoods based on the following principles:

- Make efficient use of land and public services, and implement the Comprehensive Plan, by providing minimum lot areas.
- Accommodate a range of housing needs, including owner-occupied and rental housing.
- Provide for compatible building and site design at an appropriate neighborhood scale.
- Reduce reliance on the automobile for neighborhood travel and provide options for walking and bicycling. Provide direct and convenient access to schools, parks and neighborhood services.

#### **2.1.400 - Multi-Family Sub District (MF)**

**A. Purpose/Intent Statement.** The Multi Family Sub District is designed to provide land for larger multiple family housing developments. Multi-Family Housing is housing that provides 4 or more dwellings on an individual lot (e.g., multi-plexes, apartments, condominiums, etc.). New multi-family developments shall comply with all of the following standards.

### **Commercial**

#### **2.2.100 Purpose**

The primary purpose of the Commercial District is to create standards that allow for a variety of commercial uses in the Commercial areas of the City of Boardman. This Chapter also creates three Sub Districts---Tourist Commercial, City Center and Service Center. The Tourist Commercial Sub District provides additional standards for the areas of the City adjacent to Interstate 84. The Service Center Sub District provides standards for commercial and light industrial uses located west of the City. The City Center Sub District provides additional standards to create a concentrated and centralized commercial center to serve as the "heart" of the community. The City Center Sub District is created as an optional Sub District that may apply to certain geographic areas within the Commercial District. This geographic area has been designated to form the "center" of Boardman's commercial activities. This chapter provides standards for the orderly creation and expansion of the Commercial District by adherence to the following principles:

- Effective and efficient use of land and urban services;
- Direct commercial and retail development to a concentrated and localized area;



- Provide a mix of uses which provides a destination within the community and encourages walking over driving;
- Create connection with the balance of the community by directing connected transportation routes to commercial areas of the city;
- Provide for additional service employment opportunities.

### **2.2.180 Tourist Commercial Sub District**

**A. Purpose.** The purpose of the Tourist Commercial Sub District is to accommodate development of commercial facilities catering to the traveling public at the I-84 interchange. Retail services shall be limited to that necessary to serve travelers, in order to avoid competition with the Commercial District; Service Center Sub District and City Center Sub District businesses. The base standards of the Commercial District apply, except as modified by the standards of this Sub District.

## **General Industrial**

### **2.3.100 Purpose**

The General Industrial District accommodates a range of light and heavy industrial land uses. It is intended to segregate incompatible developments from other districts, while providing a high-quality environment for businesses and employees. This chapter guides the orderly development of industrial areas based on the following principles:

- Provide for efficient use of land and public services;
- Provide transportation options for employees and customers;
- Locate business services close to major employment centers;
- Ensure compatibility between industrial uses and nearby commercial and residential areas;
- Provide appropriate design standards to accommodate a range of industrial users, in conformance with the Comprehensive Plan.

## **Light Industrial**

### **2.4.100 Purpose**

The Light Industrial District accommodates a range of light manufacturing, industrial-office uses, automobile-oriented commercial uses (*e.g.*, lodging, restaurants, auto-oriented retail), and similar uses which are not appropriate in downtown or main street areas. The district's standards are based on the following principles:

- Ensure efficient use of land and public services.
- Provide a balance between jobs and housing, and encourage mixed-use development.
- Provide transportation options for employees and customers.
- Provide business services close to major employment centers.
- Ensure compatibility between industrial uses and nearby residential areas.
- Provide appropriately zoned land with a range of parcel sizes for industry.
- Provide for automobile-oriented uses, while preventing strip-commercial development in highway corridors.

## **Master Planned Developments**

### **4.5.100 Purpose**

The purposes of this Section are to:

1. Implement the Development standards of Chapter 2 by providing a means for planned developments;
2. Encourage innovative planning that results in more mixed use development, improved protection of open spaces, and transportation options and site phasing of development;
3. Encourage developments that recognize the relationship between buildings, their use, open space, and transportation options, providing varied opportunities for innovative and diversified employment environments;
4. Facilitate the efficient use of land;
5. Promote an economic arrangement of land use, buildings, circulation systems, open space, and utilities;
6. Preserve to the greatest extent possible the existing landscape features and amenities, that may not otherwise be protected through conventional development;
7. Encourage energy conservation and improved air and water quality and;
8. Assist the City in planning infrastructure improvements.

**Overall Finding:** The potential development in the Plan including the land uses, maximum densities and building requirements will conform to the Boardman Development Code. The Plan makes no changes to any zoning code.

## **XII. LEGAL DESCRIPTION**

Attached hereto as Exhibit A – Legal Description.

NORTH URBAN RENEWAL PLAN  
EXHIBIT A – LEGAL DESCRIPTION  
URBAN RENEWAL DISTRICT  
CITY OF BOARDMAN, OREGON

A parcel of land located in Section 9 and the Southwest corner of Section 10, all in Township 4 North, Range 25 East, Willamette Meridian, City of Boardman, Morrow County, Oregon, and is more particularly described as follows:

**Beginning** at the intersection of the South right-of-way line of Northeast Front Street also being the South right-of-way line of Interstate 84, and the East right-of-way of North Main Street;

**THENCE** from said Point of Beginning and running North along Easterly line of North Main Street to the North right-of-way line of Northeast Front Street to the West line of Lot 1 of Block 5 of Boardman Addition;

**THENCE** Northerly along said West Line to the South right-of-way line of Boardman Avenue;

**THENCE** westerly along said South right-of-way line approximately 180 feet to the East end of the Deed No. 2003-7086 along the NE Boardman Avenue right-of-way;

**THENCE** southwesterly along said Deed to the east right-of-way line of North Main Street;

**THENCE** westerly across North Main Street to the east end of Deed No. 2003-7133;

**THENCE** northwesterly along said Deed to the South right-of-way line of NW Boardman Avenue and the west end of Deed No. 2003-7087;

**THENCE** northeasterly along said Deed to the North Main Street right-of-way line

**THENCE** easterly across North Main Street to the Intersection of North Main Street right-of-way line and the NE Boardman Street right-of-way line;

**THENCE** easterly along the North right-of-way of NE Boardman Street to the North-South centerline of said Section 9.

**THENCE** southerly along said North-South centerline to the South line of NE Boardman Avenue;

**THENCE** continuing southerly along said North-South centerline approximately 140 feet more or less, to the southerly line of the existing construction of Block B of Hansen's First Addition to Boardman;

**THENCE** easterly along said south line to point on the easterly right-of-way of East 2<sup>nd</sup> Street;

## NORTH URBAN RENEWAL PLAN

**THENCE** southerly along said East right-of-way to the northwest corner of the Alley way as shown on the 2<sup>nd</sup> BMCC Replat;

**THENCE** easterly along said north line of Alley way right-of-way to the West right-of-way line of NE 3<sup>rd</sup> Street;

**THENCE** continuing easterly to the East right-of-way line of 3<sup>rd</sup> Street;

**THENCE** North along said East right-of-way line to the Westerly most corner of Lot 5 of Hansen's First Addition to Boardman;

**THENCE** Southeasterly along said Lot 5 to the east line of Hansen's First Addition to Boardman;

**THENCE** Northerly along said East line to the East-West centerline of said Section 9;

**THENCE** westerly along said East-West centerline to the East line of the Southwest one-quarter of the Northeast one-quarter;

**THENCE** north along said East line to the Southerly right-of-way line of Columbia Avenue NE;

**THENCE** westerly along said Southerly right-of-way line to the East right-of-way line of North Main Street;

**THENCE** Northerly along said East right-of-way line to the South right-of-way line of Union Pacific Railroad;

**THENCE** easterly along said South right-of-way line along Phase II and Phase III as shown on County Survey Map No. C-388-K (folder no. 00448) of Morrow County Survey Records;

**THENCE** southerly along said East line of Phase III to the North right-of-way line of Columbia Avenue Northeast;

**THENCE** easterly along said Northerly right-of-way line to the East line of Phase V & VI as shown on said County Survey Map No. C-388-K;

**THENCE** northerly along said East line to the North right-of-way line of United Pacific Railroad also being the Southerly line of Parcel 1 as shown on Partition Plat 2019-9;

**THENCE** westerly along said Southerly line to the West line of said Parcel 1 to the North right-of-way line of Marine Drive;

**THENCE** easterly along said North right-of-way to the west line of Port Drive as shown on Road Dedication Survey of Port Drive County Survey No. 2021-1922C;

**THENCE** northerly along said West right-of-way line to the end of Port Drive;

**THENCE** northeasterly to the North line of Parcel 2;

## NORTH URBAN RENEWAL PLAN

**THENCE** easterly along said Parcel 2 to the East right-of-way line of Marker 40 Drive;

**THENCE** south along said East right-of-way line to the South right-of-way line of Marine Drive and the north right-of-way line of United Pacific Railroad;

**THENCE** westerly along said North right-of-way line to the extension of the West line of Lot 4 Block One of C Locke Sr. Industrial Park;

**THENCE** southerly along the extension of the Lot 4 to the North right-of-way line of Puskarich Avenue;

**THENCE** easterly along said Northerly right-of-way line to the West line of Lot 8 Block One of C Locke Sr Industrial Park;

**THENCE** north along said West line to the northwest corner of said Lot 8;

**THENCE** east along said north line of Lot 8 to the East right-of-way line of Olson Road;

**THENCE** south along said East line of Olson Road to the North property line of Parcel 1 as shown on Partition Plat No. 2015-8;

**THENCE** east along said North property line to the East property line of said Parcel 1;

**THENCE** south along said East line to the North right-of-way line of said Interstate 84;

**THENCE** westerly along said North right-of-way line to the **Point of Beginning**.

Prepared by Anderson-Perry & Associates, Inc.

August 15, 2023

Exhibit "B"

# Report Accompanying the North Urban Renewal Plan



Adopted by the City of Boardman

September 5, 2023

Ordinance No. 2-2023

## **List of Participants**

### **Mayor**

Paul Keefer

### **City Council**

Heather Baumgartner

Cristina Cuevas

Karen Pettigrew

Brenda Profitt

Richard Rockwell

Isaac Williams

### **Boardman Urban Renewal Agency**

Paul Keefer, Commission Chair

Heather Baumgartner

Cristina Cuevas

Karen Pettigrew

Brenda Profitt

Richard Rockwell

Isaac Williams

### **Planning Commission**

Position 1 Jacob Cain

Position 2 Jennifer Leighton

Position 3 Mike Connell

Position 4 Ragna TenEyck

Position 5 Zach Barresse

Position 6 Sam Irons

Position 7 Ethan Salata

### **City Manager**

Brandon Hammond

### **Assistant City Manager**

#### **Police Chief**

Richard Stokoe

### **Planning Official**

Carla McLane

### **Finance Director**

Marta Barajas

### **Consulting Team**

#### **Elaine Howard Consulting, LLC**

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## **I. DEFINITIONS**

"Agency" is the Boardman Urban Renewal Agency created under ORS 457.035 and 457.045.

"Area" means the properties and rights-of-way located within the North Urban Renewal Area.

"Blight" is defined in ORS 457.010(1)(A-E) and identified in the ordinance adopting the North Urban Renewal Plan.

"City" means the City of Boardman, Oregon.

"City Council" or "Council" means the Boardman City Council.

"Comprehensive Plan" means the City of Boardman Comprehensive Plan and its implementing ordinances, policies, and standards.

"County" means Morrow County, Oregon.

"Frozen base" means the total assessed value including all real, personal, manufactured, and utility values within the North Urban Renewal Plan at the time of adoption. The county assessor certifies the assessed value after the adoption of the North Urban Renewal Plan.

"North Urban Renewal Plan" means a plan, as it exists or is changed or modified from time to time, as provided in ORS 457.

"Increment" means that part of the assessed value of a taxing district attributable to any increase in the assessed value of the property located in the North Urban Renewal Plan, or portion thereof, over the assessed value specified in the certified statement.

"Maximum Indebtedness" means the maximum principal amount of indebtedness that may be incurred by a plan pursuant to ORS 457.190 and does not include indebtedness incurred to refund or refinance existing indebtedness.

"ORS" means the Oregon Revised Statutes and specifically Chapter 457, which relates to urban renewal and tax increment financing.

"Plan" means the official plan for the North Urban Renewal Plan pursuant to ORS 457.

"Plan Area" means a blighted area included in the North Urban Renewal Plan under ORS 457.010.

"Planning Commission" means the Boardman Planning Commission.

"Project(s)" means any work or undertaking carried out under the North Urban Renewal Plan.

"Report Accompanying North Urban Renewal Plan" or "Report" means the official report that accompanies the North Urban Renewal Plan pursuant to ORS 457.087.

"Revenue sharing" means sharing tax increment proceeds as defined in ORS 457.470 and refers to the funds that are associated with the division of taxes accomplished through the adoption of the North Urban Renewal Plan.

"Tax increment revenues" means the funds allocated by the assessor to the Boardman Urban Renewal Agency due to increases in assessed value over the frozen base within the area.

"Urban Renewal" means the statutory authority provided in ORS 457.

“Urban renewal area” means a blighted area included in an urban renewal plan or an area included in an urban renewal plan under ORS 457.010.

“Urban renewal plan” or “Plan” means a plan, as it exists or is changed or modified from time to time, for one or more urban renewal areas, as provided in ORS 457.085, 457.095, 457.105, 457.115, 457.120, 457.125, 457.135 and 457.220.

“Urban renewal project” or “Project” means any work or undertaking carried out under ORS 457.170 in an urban renewal area.

“Urban renewal report” or “Report” means the official report that accompanies the urban renewal plan pursuant to ORS 457.087.

## II. INTRODUCTION

The Report Accompanying the North Urban Renewal Plan (Report) contains background information and project details that pertain to the North Urban Renewal Plan (Plan). The Report is not a legal part of the Plan but is intended to provide public information and support the findings made by the Boardman City Council (City Council) as part of the approval of the Plan.

The Report provides the analysis and contains the information required to meet the standards of ORS 457.087, including financial feasibility. The Report requirements include:

1. A description of the physical, social, and economic conditions in the Area and expected impact of the plan, including fiscal impact in light of increased services; (ORS 457.087(1))
2. Reasons for selection of the plan Area; (ORS 457.087(2))
3. The relationship between each project to be undertaken and the existing conditions; (ORS 457.087(3))
4. The estimated total cost of each project and the source of funds to pay such costs; (ORS 457.087(4))
5. The estimated completion date of each project; (ORS 457.087(5))The estimated amount of funds required in the Area and the anticipated year in which the debt will be retired; (ORS 457.087(6))
6. A financial analysis of the plan; (ORS 457.087(7))
7. A fiscal impact statement that estimates the impact of tax increment financing (TIF) upon all entities levying taxes upon property in the urban renewal area; (ORS 457.0857(8)) and
8. A relocation report.(ORS 457.087(9))

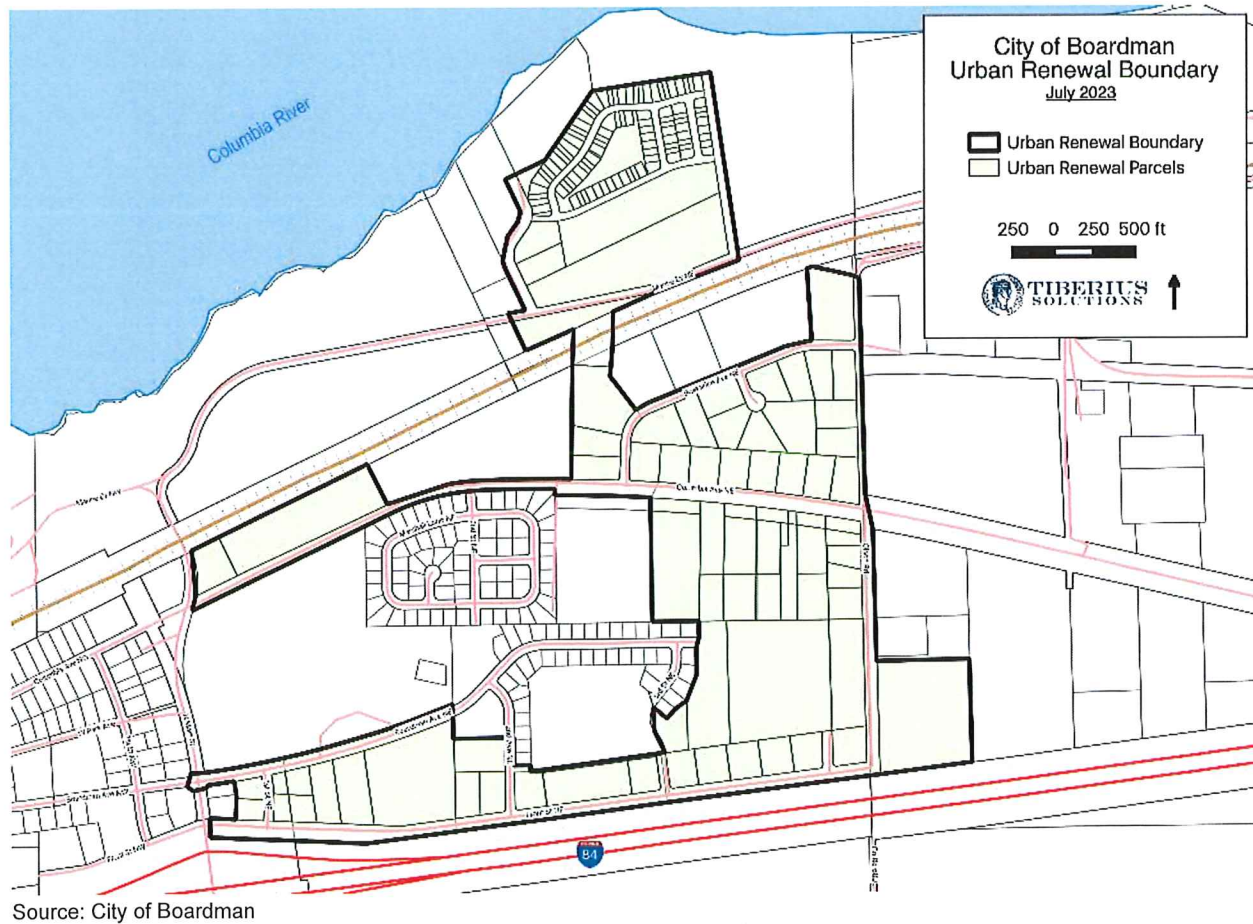
The relationship between the sections of the Report and the ORS 457.087 requirements is shown in Table 1. The specific reference shown is the section of this Report that most addresses the statutory reference. There may be other sections of the Report that also address the statute.

The Report provides guidance on how the Plan might be implemented. As the Boardman Urban Renewal Agency (Agency) reviews revenues and potential projects each year, it has the authority to make adjustments to the implementation assumptions in this Report. The Agency may allocate budgets differently, adjust the timing of the projects, decide to incur debt at different times than assumed in this Report, and make other adjustments to the financials as determined by the Agency. The Agency may also make changes as allowed in the Amendments section of the Plan.

**Table 1. Statutory References**

Statutory Requirement	Report Section
ORS 457.087 (1)	XI
ORS 457.087 (2)	XII
ORS 457.087 (3)	III
ORS 457.087 (4)	IV
ORS 457.087 (5)	VII
ORS 457.087 (6)	V,VI
ORS 457.087 (7)	V,VI
ORS 457.087 (8)	IX
ORS 457.087 (9)	XIII

**Figure 1. North Urban Renewal District Boundary**



### **III. THE PROJECTS IN THE AREA AND THE RELATIONSHIP BETWEEN URBAN RENEWAL PROJECTS AND THE EXISTING CONDITIONS IN THE URBAN RENEWAL AREA**

The projects identified for the North Urban Renewal Area (Area) are described below, including how they relate to the existing conditions in the Area. The infrastructure projects are intended to facilitate development in the Area by providing a more efficient transportation system, improved utility lines and access to parcels in the Area. The economic development incentives are intended to help facilitate development within the Area.

Although specific numbers (i.e. 1,059 linear feet) have been used in the project description, those numbers are not absolute and may be changed as the project is undertaken in the future.

#### **A. Infrastructure Improvements**

##### **1. NE Boardman Avenue to Olson Road**

This project includes approximately 1,059 linear feet (LF) of new road that will stretch from NE Boardman Avenue to Olson Road. The project will include installation 2,118 LF of concrete curb and gutter, 1,412 square yards (SY) of concrete sidewalk, 1,059 LF of new 8-inch sewer line, new curb ramps, and all other work required to finish the project.

##### **EXISTING CONDITIONS:**

Boardman Avenue does not presently connect to Olson Street. This connection will provide a complete transportation network, access to parcels, better access to parks facilities in the Area and help facilitate development of the Area. The TSP, Section 4 lists this project as a potential future project.

##### ***Alternative #7 – Extend NE Boardman Avenue to Olson Road***

The extension of Boardman Avenue east to Olson Road would enhance the city's east-west connectivity while permitting more direct pedestrian and bicycle access between Riverside High School and the residential areas to the east. This connection would further facilitate east-west circulation if Olson Road is extended across Interstate 84, as recommended in Alternative #3.

##### **East-West Connectivity Recommendations**

The extension of Boardman Avenue to Olson Road is recommended for implementation in the mid- to long-term future and should be coordinated with any future development activity in the area.

##### **2. NE Front Street Improvements**

This project will improve NE Front Street from N Main Street to Olson Road. This stretch of road is a little over 4,000 LF and will include full width and length asphalt overlay, approximately 5,513 SY of new concrete sidewalk, over 8,270 LF of new curb and gutter, 4,135 LF of new 8-inch water line, new driveway approaches, new curb ramps, and all other work required to finish the project.

##### **EXISTING CONDITIONS:**

NE Front Street is presently a two-lane street without curb, gutter, sidewalk and lighting improvements.

**3. Alley from 2<sup>nd</sup> Avenue NE to 3<sup>rd</sup> Street NE**

This project consists of building an alley from 2<sup>nd</sup> Avenue NE to 3<sup>rd</sup> Street NE. This stretch of road will be approximately 938 LF and will include approximately 439 tons of asphalt concrete pavement mixture, base rock, a new cement concrete driveway, and all other work required to finish the project.

**EXISTING CONDITIONS:**

This alley does not exist.

**4. 2<sup>nd</sup> Avenue NE to Columbia Avenue NE**

Approximately 379 LF of new road will be installed to complete the connection between Front Street NE and Columbia Avenue NE. This project will require approximately 266 tons of asphalt concrete pavement mixture, 758 LF of concrete curb and gutter, 505 SY of concrete sidewalk, 488 LF of new 8-inch sewer line, and all other work required to finish the project.

**EXISTING CONDITIONS:**

This section of 2<sup>nd</sup> Avenue does not exist. The transportation network is incomplete, not allowing for traffic flow from Boardman direction on 2<sup>nd</sup> to Columbia Avenue.

**5. Columbia Avenue NE to Boardman Avenue NE**

This includes approximately 977 LF of new roadway between Columbia Avenue NE and Boardman Avenue NE. The project will include approximately 686 tons of asphalt concrete pavement mixture, 1,954 LF of new concrete curb and gutter, 1,303 SY of concrete sidewalk, 977 LF of new 8-inch sewer line, curb ramps, and all other work required to finish the project.

**EXISTING CONDITIONS:**

This street does not presently exist. It will provide an additional piece of the transportation network connecting Boardman Avenue NE to Columbia Avenue.

**6. Main Street Intersection Improvements**

Intersection improvements include new traffic signals, roadwork, sidewalk work, striping and signage, and all other work required for the improvements.

**EXISTING CONDITIONS:**

There is no existing traffic device at North Main Street and Boardman Avenue. As this area develops, a device will be required.

**7. Provide other transportation improvements as necessary.**

**EXISTING CONDITIONS:**

Other transportation improvements may be required over the life of the Plan.

## **B. Economic Development Incentives**

- 1. Provide economic development incentives to facilitate development in the Area. These include, but are not limited to:**

- **City owned property.**
- **Cemetery owned property.**
- **Encourage development of a new hotel.**

### **EXISTING CONDITIONS:**

There are many properties within the Area that are either undeveloped or underdeveloped. These properties provide prime opportunities for economic development and the creation of jobs for Boardman residents. When developed, the city owned property will become taxable and return value to the taxing districts. This is the same for the cemetery property. The north side of Boardman could benefit from a variety of economic development opportunities including a new hotel.

## **C. Administration**

- 1. Financing fees and any long-term borrowing costs.**
- 2. General administration including annual reporting, financial statements and administration of the Plan.**

### **EXISTING CONDITIONS:**

This area in Boardman is not presently in an urban renewal Area, so requires no administrative responsibilities from the urban renewal agency. Once an urban renewal plan with its associated requirements for administration exists for the Area, there will be a need for administrative funds to be allocated for that administration.

#### IV. THE ESTIMATED TOTAL COST OF EACH PROJECT AND THE SOURCES OF MONEYS TO PAY SUCH COSTS

Table 2 shows the costs of the projects in Fiscal Year Ending (FYE) 2023 constant dollars as provided by Anderson Perry in July of 2023.

These estimates will be refined in the annual budgeting process, acknowledging of the limiting total cost factor of the maximum indebtedness. Different allocations may be made to different line items within the Plan.

**Table 2. Estimated Cost of Each Project in Constant FYE 2023 and Year of Expenditure Costs**

TIF Area Projects	Constant FYE 2023 \$
Extend Boardman Avenue to Olson Street, including pavement, curb, gutter, sidewalks and lighting.	\$1,565,237
Improve NE Front Street, including pavement, curb, gutter, sidewalks and lighting.	\$2,895,170
Alley from 2 <sup>nd</sup> Avenue NE to 3 <sup>rd</sup> Street NE	\$273,424
2 <sup>nd</sup> Avenue NE to Columbia Avenue NE	\$353,934
Columbia Avenue NE to Boardman Avenue NE	\$856,398
Intersection Improvements North Main Street and Boardman Avenue.	\$1,000,000
Other traffic improvements	\$2,000,000
Economic Development Toolkit	\$2,000,000
TOTAL:	\$10,944,163

Source: Anderson Perry, City of Boardman

This financial analysis did not assume the use of long-term debt. However, the Agency may decide to incur debt to allow projects to be finished earlier in the life of the Plan. This debt may include intergovernmental loans, bank loans or other forms of loans for the Agency.

The scenario presented in this Report is only one scenario for how the Agency may decide to implement this Plan, and this scenario is financially feasible.



## V. FINANCIAL ANALYSIS OF THE PLAN

The estimated tax increment revenues through Fiscal Year End (FYE) 2044 are calculated based on projections of the assessed value within the Area and the consolidated tax rate that will apply in the Area.

The long-term projections for FYE 2025 and beyond assume an annual growth rate of 3% for existing assessed value in the Area plus specific exception value assumptions for future development within the Area. These assumptions were provide by Boardman staff and relied on exiting permit data and discussions with potential developers.

If actual assessed value growth is less than forecast, then it would reduce the financial capacity of the Area to fund projects listed in the Plan over the anticipated duration of the Plan.

Table 3 shows the incremental assessed value, tax rates, and tax increment revenues each year, adjusted for discounts, delinquencies, and truncation loss. The first year of tax increment collections is anticipated to be FYE 2025. The narrative analysis for Table 3 is shown below:

- Total AV is the estimated total assessed value of the Area on an annual basis.
- Frozen base is the estimate of the assessed value of the Area at its formation.
- Increment applied is the total assessed value minus the frozen base.
- Increment shared is the amount that will be distributed to all taxing Areas according to their permanent rate due to revenue sharing. In this Plan, there is no assumption for revenue sharing as the financial projections do not meet the statutory thresholds.
- Tax rate is the total permanent rate levy for the Area.
- Gross tax increment financing revenue (TIF) is calculated by multiplying the tax rate times the assessed value used. The tax rate is per thousand dollars of assessed value, so the calculation is "tax rate times assessed value used divided by one thousand."
- Adjustments are calculated at 5% of the Gross TIF and are for discounts, delinquencies, and rate truncation.
- Current Year Net reflects subtracting the 5% adjustment factor from Gross TIF.
- Prior Year Net is the tax increment revenue that was delinquent the prior year and is paid by the assessor's office once it is received. It is estimated that this amount is 1.5% of total TIF.
- Total TIF is the amount of tax increment revenues estimated to be received by the Agency.

**Table 3. Projected Incremental Assessed Value, Tax Rates, and Tax Increment Revenues**

FYE	Total AV	Frozen Base AV	Increment Applied	Increment Shared	Tax Rate	Gross TIF	Adjustments	Current Year Net	Prior Year Net	Total TIF
2025	7,503,383	5,129,862	2,373,521	-	16.4893	39,138	(1,957)	37,181	-	37,181
2026	25,338,579	5,129,862	20,208,717	-	16.4893	333,228	(16,661)	316,566	558	317,124
2027	31,163,469	5,129,862	26,033,607	-	16.4893	429,276	(21,464)	407,812	4,748	412,561
2028	36,916,494	5,129,862	31,786,632	-	16.4893	524,139	(26,207)	497,932	6,117	504,050
2029	48,844,090	5,129,862	43,714,228	-	16.4893	720,817	(36,041)	684,776	7,469	692,245
2030	69,733,812	5,129,862	64,603,950	-	16.4893	1,065,274	(53,264)	1,012,010	10,272	1,022,282
2031	79,674,556	5,129,862	74,544,694	-	16.4893	1,229,190	(61,459)	1,167,730	15,180	1,182,910
2032	83,091,921	5,129,862	77,962,059	-	16.4893	1,285,540	(64,277)	1,221,263	17,516	1,238,779
2033	85,564,886	5,129,862	80,435,024	-	16.4893	1,326,317	(66,316)	1,260,001	18,319	1,278,320
2034	104,219,927	5,129,862	99,090,065	-	16.4893	1,633,926	(81,696)	1,552,230	18,900	1,571,130
2035	107,326,732	5,129,862	102,196,870	-	16.4893	1,685,155	(84,258)	1,600,897	23,283	1,624,181
2036	110,526,740	5,129,862	105,396,878	-	16.4893	1,737,921	(86,896)	1,651,025	24,013	1,675,038
2037	113,822,749	5,129,862	108,692,887	-	16.4893	1,792,270	(89,613)	1,702,656	24,765	1,727,422
2038	117,217,638	5,129,862	112,087,776	-	16.4893	1,848,249	(92,412)	1,755,837	25,540	1,781,376
2039	120,714,374	5,129,862	115,584,512	-	16.4893	1,905,908	(95,295)	1,810,612	26,338	1,836,950
2040	124,316,013	5,129,862	119,186,151	-	16.4893	1,965,296	(98,265)	1,867,031	27,159	1,894,191
2041	128,025,700	5,129,862	122,895,838	-	16.4893	2,026,466	(101,323)	1,925,143	28,005	1,953,149
2042	131,846,678	5,129,862	126,716,816	-	16.4893	2,089,472	(104,474)	1,984,998	28,877	2,013,875
2043	135,782,285	5,129,862	130,652,423	-	16.4893	2,154,367	(107,718)	2,046,649	29,775	2,076,424
2044	139,835,960	5,129,862	134,706,098	-	16.4893	2,221,209	(111,060)	2,110,149	30,700	2,140,849
<b>TOTAL:</b>						28,013,158	(1,400,656)	26,612,498	367,534	26,980,037

Source: Tiberius Solutions

## **VI. THE ESTIMATED AMOUNT OF TAX INCREMENT REVENUES REQUIRED AND THE ANTICIPATED YEAR IN WHICH INDEBTEDNESS WILL BE RETIRED**

The maximum indebtedness is \$27,000,000 (Twenty-Seven Million). The estimated total amount of tax increment revenues required to service the maximum indebtedness of \$27,000,000 is \$26,980,037 and is from permanent rate tax levies. The difference between the total amount of tax increment revenues and maximum indebtedness is due in part to rounding, and in part to being conservative with the financial data available. If the Agency decides to accelerate projects in the future by using loans, then the interest on those loans is not calculated as part of the maximum indebtedness and may be repaid through tax increment proceeds.

Table 4 shows a summary of the financial capacity of the Area, including how total TIF revenue translates to the ability to fund urban renewal projects in constant 2023 dollars in five-year increments. Table 5, Table 6 and Table 7 show more detailed tables on the allocation of tax revenues to debt service. Table 8, Table 9 and Table 10 show potential allocations to projects and administration over time.

The Area is anticipated to complete all projects and have sufficient tax increment finance revenue to terminate the Area in FYE 2044, a 20-year time frame for taking division of tax revenues. If growth in assessed value is slower than projected, the Agency may not be able to complete all projects in the Plan in this timeframe and would therefore continue taking division of tax proceeds until the Agency reaches the maximum indebtedness. If growth in assessed value is more robust than the projections, it may take a shorter period. These assumptions show one scenario for financing and that this scenario is financially feasible.

**Table 4. TIF Capacity of the Area in FYE 2023 Constant Rounded Numbers**

Net TIF	\$27,000,000
Maximum Indebtedness	\$27,000,000
Capacity (2023\$)	\$11,000,000
Years 1-5	\$1,400,000
Years 6-10	\$3,400,000
Years 11-15	\$3,400,000
Years 16-20	\$2,800,000

Source: Tiberius Solutions

**Table 5. Tax Increment Revenues and Allocations to Debt Service, Through FYE 2031**

	Total	FYE 2025	FYE 2026	FYE 2027	FYE 2028	FYE 2029	FYE 2030	FYE 2031
Resources								
Beginning Balance		-	-	-	-	-	-	-
TIF: Current Year	26,612,499	37,181	316,566	407,812	497,932	684,776	1,012,010	1,167,730
TIF: Prior Years	367,535	-	558	4,748	6,117	7,469	10,272	15,180
Total Resources	26,980,034	37,181	317,124	412,561	504,050	692,245	1,022,282	1,182,910
Transfer to URA Projects Fund	(26,980,034)	(37,181)	(317,124)	(412,561)	(504,050)	(692,245)	(1,022,282)	(1,182,910)
Total Expenditures	(26,980,034)	(37,181)	(317,124)	(412,561)	(504,050)	(692,245)	(1,022,282)	(1,182,910)
Ending Balance		-	-	-	-	-	-	-

Source: Tiberius Solutions

**Table 6. Tax Increment Revenues and Allocations to Debt Service, Through FYE 2039**

	FYE 2032	FYE 2033	FYE 2034	FYE 2035	FYE 2036	FYE 2037	FYE 2038	FYE 2039
Resources								
Beginning Balance	-	-	-	-	-	-	-	-
TIF: Current Year	1,221,263	1,260,001	1,552,230	1,600,897	1,651,025	1,702,656	1,755,837	1,810,612
TIF: Prior Years	17,516	18,319	18,900	23,283	24,013	24,765	25,540	26,338
Total Resources	1,238,779	1,278,320	1,571,130	1,624,181	1,675,038	1,727,422	1,781,376	1,836,950
Transfer to URA Projects Fund	(1,238,779)	(1,278,320)	(1,571,130)	(1,624,181)	(1,675,038)	(1,727,422)	(1,781,376)	(1,836,950)
Total Expenditures	(1,238,779)	(1,278,320)	(1,571,130)	(1,624,181)	(1,675,038)	(1,727,422)	(1,781,376)	(1,836,950)
Ending Balance	-	-	-	-	-	-	-	-

Source: Tiberius Solutions

**Table 7. Tax Increment Revenues and Allocations to Debt Service, Through FYE 2044**

	FYE 2040	FYE 2041	FYE 2042	FYE 2043	FYE 2044
Resources					
Beginning Balance	-	-	-	-	-
TIF: Current Year	1,867,031	1,925,143	1,984,998	2,046,649	2,110,149
TIF: Prior Years	27,159	28,005	28,877	29,775	30,700
Total Resources	1,894,191	1,953,149	2,013,875	2,076,424	2,140,849
Transfer to URA Projects Fund	(1,894,191)	(1,953,149)	(2,013,875)	(2,076,424)	(2,140,849)
Total Expenditures	(1,894,191)	(1,953,149)	(2,013,875)	(2,076,424)	(2,140,849)
Ending Balance	-	-	-	-	-

Source: Tiberius Solutions

## **VII. THE ANTICIPATED COMPLETION DATE FOR EACH PROJECT**

The schedule for construction of projects will be based on the availability of funding. The projects will be ongoing and will be completed as directed by the Agency.

The Area is anticipated to complete all projects and have sufficient tax increment finance revenue to terminate the Area in FYE 2044, a 20-year program of tax increment collections.

The amount of money available for projects in 2023 constant dollars for the Area is approximately \$11,000,000. See Table 2 for the individual project analysis.

Table 8, Table 9 and Table 10 show the approximate \$11,000,000 of 2023 constant dollars for projects inflated over the life of the Area, totaling the maximum indebtedness of \$27,000,000. All costs shown in Table 8, Table 9 and Table 10 are in year-of-expenditure dollars, which are adjusted by 7.0% annually to account for inflation. This inflation rate is the rate recommended by Anderson Perry, the engineering firm hired by the City to provide the cost estimates. If actual inflation is lower than this amount, the Agency will be able to either spend money on additional projects or terminate the Area earlier as all projects will be completed.

The 7% inflation rate is the rate to use in the future if any amendment to increase maximum indebtedness is pursued in accordance with ORS 457.470.

The Agency may change the completion dates in their annual budgeting process or as project decisions are made in administering the Plan. The following tables are prepared to show that the Area is financially feasible as required by ORS 457.

**Table 8. Programs and Costs in Year of Expenditure Dollars, Through FYE 2031**

	Total	FYE 2025	FYE 2026	FYE 2027	FYE 2028	FYE 2029	FYE 2030	FYE 2031
Resources								
Beginning Balance		-	-	-	-	-	-	-
Transfer from TIF Fund	26,980,034	37,181	317,124	412,561	504,050	692,245	1,022,282	1,182,910
Total Resources	26,980,034	37,181	317,124	412,561	504,050	692,245	1,022,282	1,182,910
Expenditures (YOE \$)								
Other Projects	(26,980,034)	(37,181)	(317,124)	(412,561)	(504,050)	(692,245)	(1,022,282)	(1,182,910)
Total Expenditures	(26,980,034)	(37,181)	(317,124)	(412,561)	(504,050)	(692,245)	(1,022,282)	(1,182,910)
Ending Balance		-	-	-	-	-	-	-

Source: Tiberius Solutions

**Table 9. Programs and Costs in Year of Expenditure Dollars, Through FYE 2039**

	FYE 2032	FYE 2033	FYE 2034	FYE 2035	FYE 2036	FYE 2037	FYE 2038	FYE 2039
Resources								
Beginning Balance	-	-	-	-	-	-	-	-
Transfer from TIF Fund	1,238,779	1,278,320	1,571,130	1,624,181	1,675,038	1,727,422	1,781,376	1,836,950
Total Resources	1,238,779	1,278,320	1,571,130	1,624,181	1,675,038	1,727,422	1,781,376	1,836,950
Expenditures (YOE \$)								
Other Projects	(1,238,779)	(1,278,320)	(1,571,130)	(1,624,181)	(1,675,038)	(1,727,422)	(1,781,376)	(1,836,950)
Total Expenditures	(1,238,779)	(1,278,320)	(1,571,130)	(1,624,181)	(1,675,038)	(1,727,422)	(1,781,376)	(1,836,950)
Ending Balance	-	-	-	-	-	-	-	-

Source: Tiberius Solutions

**Table 10. Programs and Costs in Year of Expenditure Dollars, Through FYE 2044**

	FYE 2040	FYE 2041	FYE 2042	FYE 2043	FYE 2044
Resources					
Beginning Balance	-	-	-	-	-
Transfer from TIF Fund	1,894,191	1,953,149	2,013,875	2,076,424	2,140,849
Total Resources	1,894,191	1,953,149	2,013,875	2,076,424	2,140,849
Expenditures (YOE \$)					
Other Projects	(1,894,191)	(1,953,149)	(2,013,875)	(2,076,424)	(2,140,849)
Total Expenditures	(1,894,191)	(1,953,149)	(2,013,875)	(2,076,424)	(2,140,849)
Ending Balance	-	-	-	-	-

Source: Tiberius Solution

## VIII. REVENUE SHARING

Revenue sharing targets defined in ORS 457.470 are not projected to be reached as the threshold set (annual tax increment revenues in excess of 10 percent of the maximum indebtedness) is not projected to be met during the expected life of the Plan.

Revenue sharing means that, at thresholds defined in ORS 457.470, the impacted taxing jurisdictions will receive a share of the incremental growth in the Area. The first threshold is when annual tax increment finance revenues exceed 10% of the original maximum indebtedness of the Plan (10% = \$2,700,000). At the 10% threshold, the Agency will receive the full 10% of the initial maximum indebtedness plus 25% of the increment above the 10% threshold, and the taxing jurisdictions will receive 75% of the increment above the 10% threshold.

The second threshold is set at 12.5% of the maximum indebtedness (12.5% = \$3,375,000). If this threshold is met, revenue for the Area would be capped at 12.5% of the maximum indebtedness, with all additional tax revenue being shared with affected taxing districts.

If assessed value in the Area grows more quickly than projected, the revenue sharing triggers could be reached earlier.

## IX. IMPACT OF THE TAX INCREMENT FINANCING

This section describes the impact of tax increment financing of the maximum indebtedness, both until and after the indebtedness is repaid, upon all entities levying taxes upon property in the Area.

The impact of tax increment financing on overlapping taxing Areas consists of the property tax revenues foregone on permanent rate levies as applied to the growth in assessed value in the Area. These projections are for impacts estimated through FYE 2044 and are shown in Table 11 and Table 12.

The Morrow County School District and the Intermountain Education Service Area are not *directly* affected by the tax increment financing, but the amounts of their taxes divided for the urban renewal plan are shown in the following tables. Under current school funding law, property tax revenues are combined with State School Fund revenues to achieve per-student funding targets. Under this system, property taxes foregone, due to the use of tax increment financing, are substantially replaced with State School Fund revenues, as determined by a funding formula at the state level.

Table 11 and **Table 12** show the projected impacts to permanent rate levies of taxing Areas as a result of this Plan. Table 11 shows the general government levies, and **Table 12** shows the education levies.



**Table 11. Projected Impact on Taxing Area Permanent Rate Levies - General Government**

FYE	Morrow County	Umatilla-Morrow Radio District	Health District	Port of Morrow	City of Boardman	Boardman Fire Protection District	Boardman Cemetery	Boardman Park	Unified Rec District	Vector Control	Oregon Trail Library	Subtotal
2025	(9,323)	(383)	(1,364)	(190)	(9,496)	(1,683)	(64)	(674)	(1,028)	(428)	(572)	(25,206)
2026	(79,519)	(3,269)	(11,635)	(1,617)	(80,994)	(14,355)	(546)	(5,748)	(8,770)	(3,652)	(4,877)	(214,984)
2027	(103,450)	(4,253)	(15,137)	(2,104)	(105,369)	(18,675)	(711)	(7,478)	(11,409)	(4,751)	(6,345)	(279,682)
2028	(126,391)	(5,197)	(18,494)	(2,571)	(128,735)	(22,816)	(868)	(9,137)	(13,939)	(5,805)	(7,752)	(341,704)
2029	(173,581)	(7,137)	(25,399)	(3,531)	(176,801)	(31,335)	(1,192)	(12,548)	(19,144)	(7,972)	(10,647)	(469,286)
2030	(256,338)	(10,539)	(37,508)	(5,214)	(261,093)	(46,274)	(1,761)	(18,531)	(28,270)	(11,773)	(15,722)	(693,024)
2031	(296,615)	(12,195)	(43,402)	(6,033)	(302,118)	(53,545)	(2,037)	(21,443)	(32,713)	(13,623)	(18,193)	(801,917)
2032	(310,624)	(12,771)	(45,451)	(6,318)	(316,387)	(56,074)	(2,134)	(22,455)	(34,258)	(14,266)	(19,052)	(839,791)
2033	(320,539)	(13,179)	(46,902)	(6,520)	(326,486)	(57,864)	(2,202)	(23,172)	(35,351)	(14,722)	(19,660)	(866,597)
2034	(393,962)	(16,198)	(57,645)	(8,013)	(401,270)	(71,118)	(2,706)	(28,480)	(43,448)	(18,094)	(24,163)	(1,065,098)
2035	(407,264)	(16,745)	(59,592)	(8,284)	(414,819)	(73,520)	(2,797)	(29,441)	(44,916)	(18,705)	(24,979)	(1,101,062)
2036	(420,017)	(17,269)	(61,458)	(8,543)	(427,808)	(75,822)	(2,885)	(30,363)	(46,322)	(19,291)	(25,762)	(1,135,539)
2037	(433,152)	(17,809)	(63,380)	(8,810)	(441,187)	(78,193)	(2,975)	(31,313)	(47,771)	(19,894)	(26,567)	(1,171,051)
2038	(446,681)	(18,365)	(65,360)	(9,086)	(454,967)	(80,635)	(3,068)	(32,291)	(49,263)	(20,515)	(27,397)	(1,207,628)
2039	(460,616)	(18,938)	(67,399)	(9,369)	(469,161)	(83,151)	(3,164)	(33,298)	(50,800)	(21,155)	(28,252)	(1,245,302)
2040	(474,969)	(19,529)	(69,499)	(9,661)	(483,780)	(85,742)	(3,262)	(34,336)	(52,383)	(21,815)	(29,132)	(1,284,107)
2041	(489,753)	(20,136)	(71,662)	(9,962)	(498,838)	(88,411)	(3,364)	(35,405)	(54,013)	(22,494)	(30,039)	(1,324,075)
2042	(504,980)	(20,762)	(73,890)	(10,271)	(514,348)	(91,160)	(3,469)	(36,505)	(55,692)	(23,193)	(30,973)	(1,365,243)
2043	(520,664)	(21,407)	(76,185)	(10,590)	(530,323)	(93,991)	(3,576)	(37,639)	(57,422)	(23,913)	(31,935)	(1,407,646)
2044	(536,819)	(22,072)	(78,549)	(10,919)	(546,777)	(96,907)	(3,687)	(38,807)	(59,204)	(24,655)	(32,926)	(1,451,321)
TOTAL:	(6,765,257)	(278,153)	(989,911)	(137,606)	(6,890,757)	(1,221,271)	(46,468)	(489,064)	(746,116)	(310,716)	(414,945)	(18,290,263)

Source: Tiberius Solutions

**Table 12. Projected Impact on Taxing Area Permanent Rate Levies – Education**

FYE	Morrow School	Intermountain ESD	BMCC	Subtotal	Total
2025	(9,097)	(1,388)	(1,491)	(11,975)	(37,181)
2026	(77,586)	(11,839)	(12,714)	(102,140)	(317,124)
2027	(100,935)	(15,402)	(16,541)	(132,878)	(412,561)
2028	(123,319)	(18,818)	(20,209)	(162,345)	(504,050)
2029	(169,362)	(25,844)	(27,754)	(222,959)	(692,245)
2030	(250,107)	(38,165)	(40,986)	(329,258)	(1,022,282)
2031	(289,406)	(44,162)	(47,426)	(380,994)	(1,182,910)
2032	(303,074)	(46,248)	(49,666)	(398,988)	(1,238,779)
2033	(312,748)	(47,724)	(51,251)	(411,723)	(1,278,320)
2034	(384,386)	(58,655)	(62,991)	(506,032)	(1,571,130)
2035	(397,365)	(60,636)	(65,118)	(523,119)	(1,624,181)
2036	(409,808)	(62,535)	(67,157)	(539,499)	(1,675,038)
2037	(422,623)	(64,490)	(69,257)	(556,371)	(1,727,422)
2038	(435,824)	(66,505)	(71,420)	(573,749)	(1,781,376)
2039	(449,420)	(68,579)	(73,648)	(591,648)	(1,836,950)
2040	(463,424)	(70,716)	(75,943)	(610,084)	(1,894,191)
2041	(477,849)	(72,917)	(78,307)	(629,073)	(1,953,149)
2042	(492,706)	(75,185)	(80,742)	(648,632)	(2,013,875)
2043	(508,009)	(77,520)	(83,249)	(668,778)	(2,076,424)
2044	(523,771)	(79,925)	(85,832)	(689,528)	(2,140,849)
TOTAL:	(6,600,819)	(1,007,253)	(1,081,702)	(8,689,773)	(26,980,037)

Source: Tiberius Solutions Please refer to the explanation of the schools funding in the preceding section

Table 13 shows the projected increased revenue to the taxing jurisdictions after tax increment proceeds are projected to be terminated in FYE 2045.

The Frozen Base is the assessed value of the Area established by the County Assessor at the time the Area is established. Excess Value is the increased assessed value in the Area above the Frozen Base.

**Table 13. Additional Revenues Obtained after Termination of TIF - FYE 2045**

Taxing District	Type	Tax Rate	From Frozen Base	From Excess Value	Total
General Government					
Morrow County	Permanent	4.1347	21,210	574,233	595,443
Umatilla-Morrow Radio District	Permanent	0.1700	872	23,610	24,482
Health District	Permanent	0.6050	3,104	84,023	87,127
Port of Morrow	Permanent	0.0841	431	11,680	12,111
City of Boardman	Permanent	4.2114	21,604	584,885	606,489
Boardman Fire Protection District	Permanent	0.7464	3,829	103,661	107,490
Boardman Cemetery	Permanent	0.0284	146	3,944	4,090
Boardman Park	Permanent	0.2989	1,533	41,512	43,045
Unified Rec District	Permanent	0.4560	2,339	63,330	65,669
Vector Control	Permanent	0.1899	974	26,374	27,348
Oregon Trail Library	Permanent	0.2536	1,301	35,220	36,521
Subtotal	Gen. Govt.	10.9248	56,042	1,517,252	1,573,294
Education					
Morrow School	Permanent	4.0342	20,695	560,275	580,970
Intermountain ESD	Permanent	0.6156	3,158	85,495	88,653
BMCC	Permanent	0.6611	3,391	91,814	95,205
Subtotal	Education	5.3109	27,244	737,584	764,828
TOTAL:		16.2357	83,286	2,254,836	2,338,122

Source: Tiberius Solutions

## X. COMPLIANCE WITH STATUTORY LIMITS ON ASSESSED VALUE AND SIZE OF URBAN RENEWAL AREA

State law limits the percentage of both a municipality's total assessed value and the total land area that can be contained in an urban renewal Area at the time of its establishment to 25% for municipalities under 50,000 in population. As noted below, the frozen base (assumed to be FYE 2023 values), including all real, personal, manufactured, and utility properties in the Area, is projected to be \$5,129,862. The frozen base is the assessed value of the Area at the time it is adopted. The Morrow County Assessor will establish the frozen base once the urban renewal plan is adopted.

The frozen base assessed value of the Central Urban Renewal Area is \$3,153,630. The frozen base of the Southwest Urban Renewal Area is \$7,920,750.

The Central Urban Renewal Area has excess value of \$11,178,884. The Southwest Urban Renewal Area has excess value of \$5,771,205. Excess value is the amount of assessed value over the frozen base. The total assessed value of the City of Boardman as stated in the Morrow County Assessor SAL 4a for FYE 2023 was \$700,786,158.

The percentage of total City assessed value in urban renewal Areas is 2.37%, below the 25% threshold. ORS 457.160 (2)(b) states "For municipalities having a population of less than 50,000, according to the latest state census:

- A. The assessed value for the urban renewal areas of the plan, when added to the total assessed value previously certified by the assessor for other urban renewal plans of the municipality for which a division of ad valorem taxes is provided, exceeds a figure equal to 25 percent of the total assessed value of that municipality, exclusive of any increased assessed value for other urban renewal areas and without regard to adjustments made pursuant to [ORS 457.435](#)."

The Area contains approximately 181.1 acres, including public rights-of-way. The Central Urban Renewal Area contains 168.6 acres. The Southwest Urban Renewal Area contains 157.5 acres. The City of Boardman contains 2,839 acres. This puts 17.86% of the city's acreage in an urban renewal area, which is below the 25% threshold.

**Table 14. Urban Renewal Area Conformance with Assessed Value and Acreage Limits**

	Acreage	Assessed Value
A. Central Urban Renewal Area	168.6	\$3,153,630
B. Southwest Urban Renewal Area	157.5	\$7,920,750
C. North Urban Renewal Area	181.1	\$5,129,862
D. Total Acreage/Assessed Value in URDs	507.2	\$16,204,242
E. Excess Value		\$16,950,089
F. City of Boardman	2,839	\$700,786,158
% of City Acreage =(D/F)	17.87%	
% of City Assessed Value =(D/(F-E))		2.37%

Source: Compiled by Elaine Howard Consulting, LLC with data from Tiberius Solutions, City of Boardman, and Morrow County Department of Assessment and Taxation SAL 4a and SAL 4e (FYE 2023)

## **XI. EXISTING PHYSICAL, SOCIAL, AND ECONOMIC CONDITIONS AND IMPACTS ON MUNICIPAL SERVICES**

This section of the Report describes existing conditions within the Area and documents the occurrence of “blighted areas,” as defined by ORS 457.010(1).

### **A. Physical Conditions**

#### **1. Land Use**

The Area measures 181.10 total acres in size, which is composed of 78 individual parcels encompassing 145.55 acres, and an additional 35.55 acres in public rights-of-way. An analysis of FYE 2023 property classification data from the Morrow County Department of Assessment and Taxation database was used to determine the land use designation of parcels in the Area. By acreage, Commercial (69.76%) accounts for the most prevalent land use within the area. This was followed by Residential (16.76%). Detailed land use designations in the area can be seen in Table 15.

**Table 15. Land Use in the Area**

<b>Land Use</b>	<b>Tax Lots</b>	<b>Acres</b>	<b>Percent of Acres</b>
Commercial	73	101.53	69.76%
Residential	2	24.40	16.76%
Industrial	2	19.31	13.27%
Tract	1	0.31	0.21%
<b>TOTAL:</b>	<b>78</b>	<b>145.55</b>	<b>100.00%</b>

Source: Compiled by Elaine Howard Consulting with data from Tiberius Solutions received from the Morrow County Department of Assessment and Taxation (FYE 2023)

## 2. Zoning and Comprehensive Plan Designations

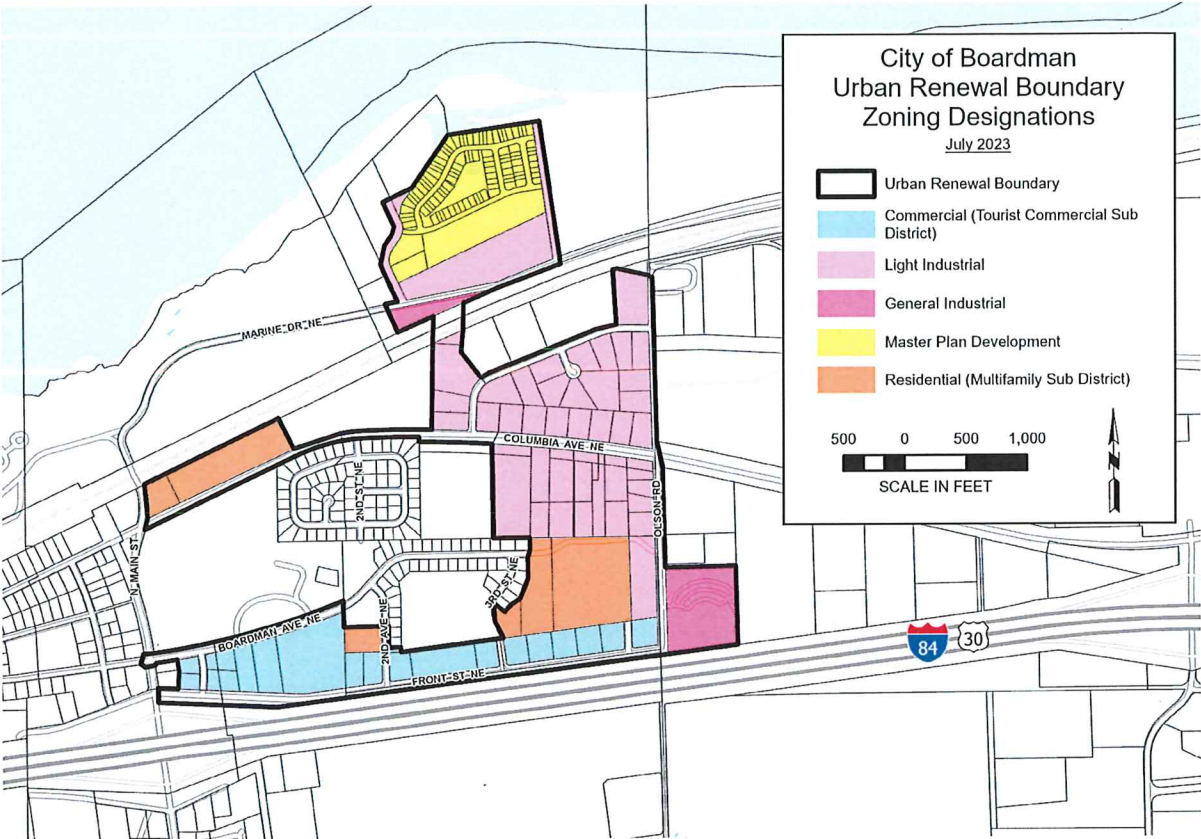
The Zoning and Comprehensive Plan Designations are the same in the city of Boardman. The most prevalent zoning and comprehensive plan designation by acreage in the Area is Tourist Commercial (53.86%). The second most prevalent zoning and comprehensive plan designation in the Area is Residential Multi-family (16.90%). Detailed zoning and comprehensive plan designations in the Area can be seen in Table 16.

**Table 16. Zoning and Comprehensive Plan Designations in the Area**

Plan Designation	Tax Lots	Acres	Percent of Acres
Tourist Commercial	68	78.39	53.86%
Residential Multi-family	6	24.6	16.90%
Master Planned Community	1	22.94	15.76%
Light Industrial	2	19.31	13.27%
Tract Vacant	1	0.31	0.21%
TOTAL:	78	145.55	100.00%

Source: Compiled by Elaine Howard Consulting with data from Tiberius Solutions received from the Morrow County Department of Assessment and Taxation (FYE 2023)

Figure 2. Boardman Urban Renewal Area Zoning Designations



Source: anderson perry



## B. Infrastructure

This section identifies the existing conditions in the Area to assist in **establishing blight in the ordinance adopting the urban renewal plan**. There are projects identified by the City of Boardman in itemizing blighting conditions in the Area. **This does not mean that all of these projects are included in the urban renewal plan.** The specific projects that are included in the Plan are listed in Sections III and IV of this Report.

### 1. Transportation

The Capital Improvement Plan projects for the Area are shown below in Table 17.

**Table 17. Transportation Capital Improvement Projects in Area**

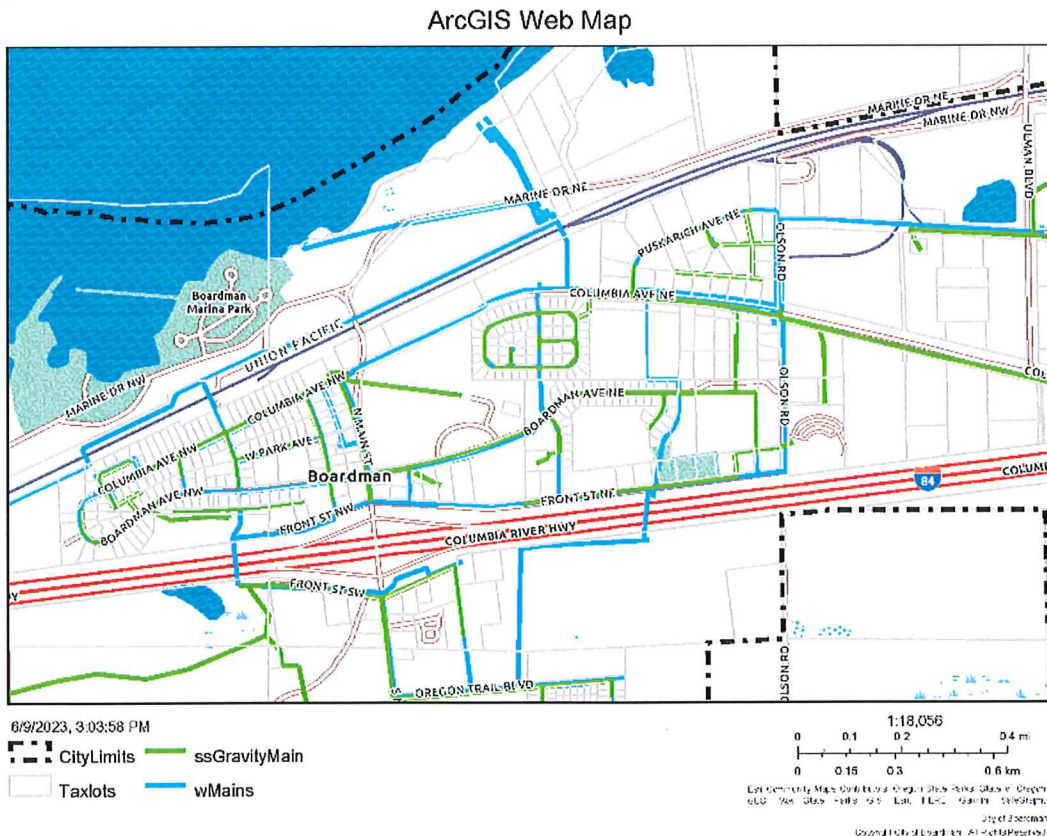
CIP #	Project
11905	NE 2 <sup>nd</sup> Street Connection
13405	NE 4 <sup>th</sup> Street Connection
13305	NE Boardman Avenue Extension
15305	NE 4 <sup>th</sup> Street Connection

Source: Boardman Capital Improvement Plan

### 2. Water, Sanitary Sewer and Storm Water

Figure 3 shows the existing water sewer, fire hydrants and manholes within the Area. There are no deficiencies that require urban renewal assistance in the Area.

**Figure 3. Water and Sewer lines within Area**





## C. Social Conditions

According to information from the Morrow County Assessor's office, the Area contains two parcels containing 24.4 acres that have residential uses. While there is construction in the Area, most of this acreage is not yet occupied. Since there are such limited residents in the Area, the following demographics are presented for the City of Boardman as a whole.

- According to the US Census 2016-2020 update, there are 1,109 households with 3.4 persons per household. Boardman has a population of 3,748. Sixty-eight percent of the residents speak Spanish at home.
- The largest Boardman racial/ethnic groups are Hispanic (66.9%) followed by White (29.4%) and Black (1.4%).
- In 2021, the median household income of Boardman households was \$61,442. However, 16.8% of Boardman families live in poverty.
- The median age for Boardman residents is 28.9 years young.

## D. Economic Conditions

### 1. Taxable Value of Property within the Area

The estimated total assessed value of the Area calculated with data from the Morrow County Department of Assessment and Taxation for FYE 2023 including all real, personal, manufactured, and utility properties, is estimated to be \$5,129,862.

### 2. Building to Land Value Ratio

**Table 18** shows the improvement to land ratios (I:L) for properties within the Area. In the Area, 64 tax lots representing 77.89% of the acreage have I:L ratios less than 1.0. In other words, the improvements on these properties are worth less than the land they sit on. Over 67% of the parcels are shown as vacant, with no improvements on the properties. A reasonable I:L ratio for properties in the Area is 2.0. Only 10 of the 57 tax lots in the Area, totaling 11.20% of the acreage have I:L ratios of 2.0 or more. In summary, the area is underdeveloped and not contributing significantly to the tax base in Boardman.

**Table 18. Improvement to Land Ratios in the Area**

Improvement to Land Ratio	Tax Lots	Acres	Percent of Acres
No Improvement Value	57	98.47	67.65%
0.01-0.50	5	9.15	6.28%
0.51-1.00	2	5.77	3.96%
1.01-1.50	3	14.19	9.75%
1.51-2.00	2	1.67	1.15%
2.01-2.50	2	2.00	1.37%
2.51-3.00	2	1.68	1.15%
3.01-4.00	2	2.50	1.72%
> 4.00	3	10.13	6.96%
TOTAL:	78	145.55	100%

Source: Compiled by Elaine Howard Consulting with data from Tiberius Solutions received from the Morrow County Department of Assessment and Taxation (FYE 2023)

## **E. Impact on Municipal Services**

The fiscal impact of tax increment financing on taxing Areas that levy taxes within the Area (affected taxing Areas) is described in Section IX of this Report. This subsection discusses the fiscal impacts resulting from potential increases in demand for municipal services.

The projects being considered for future use of urban renewal funding are for improving the transportation network and providing funding to help facilitate development in the Area.

It is anticipated that these improvements will catalyze development on the undeveloped parcels in the Area and improve safety for all transportation modes.

The financial impacts from tax increment collections will be countered by future economic development, and, in the future, adding increases in assessed value to the tax base for all taxing jurisdictions, including the City.

## **XII. REASONS FOR SELECTION OF EACH URBAN RENEWAL AREA IN THE PLAN**

The reason for selecting the Area is to provide the ability to fund projects and programs necessary to cure blight within the Area. The outcome of implementing these projects is anticipated to be an increase to the economic growth in Boardman by providing infrastructure improvements to improve the safety and functioning of the transportation network in the Area, providing upgraded utility systems and the ability to provide incentives for economic development in the Area.

## **XIII. RELOCATION REPORT**

When the Agency acquires occupied property under the Plan, residential or commercial occupants of such property shall be offered relocation assistance, as required under applicable state law. Prior to such acquisition, the Agency shall adopt rules and regulations, as necessary, for the administration of relocation assistance. The Agency will comply with all applicable state law in providing these potential benefits. At the writing of this Report, the Agency anticipates acquiring right of way in the Area.

## Exhibit "C"

**FINDINGS OF FACT  
PLANNING COMMISSION  
NORTH BOARDMAN URBAN RENEWAL PLAN  
REVIEW FOR CONSISTENCY WITH THE COMPREHENSIVE PLAN,  
TRANSPORTATION SYSTEM PLAN, AND DEVELOPMENT CODE**

**REQUEST:** To confirm that the proposed North Boardman Urban Renewal Plan is consistent with the Boardman Comprehensive Plan.

**OWNER/APPLICANT:** City of Boardman  
200 City Center Circle  
Boardman, Oregon 97818

**PROPERTY DESCRIPTION:** Multiple. As described in the North Boardman Urban Renewal Plan.

**ZONING OF THE AREA:** Residential – Multi-Family; Light Industrial; General Industrial; Master Planned Community; Commercial – Tourist Commercial

**PROPERTY LOCATION:** North of Interstate 84 and east of Main Street as described in the Plan.

- I. GENERAL INFORMATION:** The Boardman City Council is considering adoption of the North Boardman Urban Renewal District that would complement the currently approved West and Central Urban Renewal Districts that are both located south of Interstate 84.
- II. APPROVAL CRITERIA:** There is no local approval criteria for this action and to be clear the decision rendered by the Planning Commission is NOT a land use decision. Oregon Revised Statute 457 Urban Renewal 085 Urban Renewal Plan Requirements does require at (2)(d) and (e) the following: (d) An explanation of the plan's relationship to definite local objectives regarding appropriate land uses and improved traffic, public transportation, public utilities, telecommunications utilities, recreational and community facilities and other public improvements and (e) An indication of proposed land uses, maximum densities and building requirements for each urban renewal area.

The consultant that has been hired to facilitate the formation of the North Boardman Urban Renewal District has provided the following that is found within the Plan under section XI Relationship to Local Objectives. Both the North Boardman Urban Renewal Plan and Report, dated July 17, 2023, are incorporated as part of these Findings.

### **XI. RELATIONSHIP TO LOCAL OBJECTIVES**

The numbering of the policies within this section reflects the numbering that occurs in the original document. There is no set standard for the findings in an urban renewal plan. In analyzing the findings, the projects and the resulting development have been compared to the Boardman Comprehensive Plan.

**A. Boardman Comprehensive Plan  
CHAPTER 1: CITIZEN INVOLVEMENT  
GOAL I: CITIZEN INVOLVEMENT POLICIES**

The City has adopted several development review procedures requiring citizen involvement, including notification to property owners and notice to public agencies. In addition, the Comprehensive Plan has specific policies relating to citizen involvement. These are as follows:

4. The Planning Commission is officially designated as the Citizen Involvement Committee.

**Finding:** The Agency met to review the draft Plan, the Planning Commission reviewed the Plan for conformance to the Comprehensive Plan. The Planning Commission is the officially designated Citizen Involvement Committee.

## **CHAPTER 2: LAND USE PLANNING**

### **GOAL II: LAND USE PLANNING POLICIES**

2. The City encourages the development of infill and redevelopment of existing land in order to balance the need to expand the Urban Growth Boundary (UGB).
3. The City has adopted the City of Boardman Development Code, a unified zoning and subdivision land use code to facilitate the development process and implement the land use goals of the City as outlined in the Comprehensive Plan.
8. The City will continue to work with the Port of Morrow to encourage development of industrial lands within the Urban Growth Boundary.

**Finding:** The Plan is proposing funding for the installation of a transportation network and the provision of development incentives that will help facilitate development of land within the Area, which is inside of the city limits. The City will continue to work with the Port of Morrow.

## **CHAPTER 6 AIR, WATER AND LAND RESOURCES QUALITY**

### **GOAL 6: AIR, WATER AND LAND RESOURCE POLICIES**

1. The city will require all development to comply with city, county, state, and federal environmental rules, regulations and standards.
2. Preserve manmade and natural environments and resources and encourage wise management and proper development techniques.

**Finding:** All development will be required to comply with Chapter 6 of the Comprehensive Plan regarding air, water and land resources quality.

## **CHAPTER 9 ECONOMIC NEEDS**

### **Goal 9: ECONOMIC POLICIES**

1. Advance the position of Boardman as a regional center for industry, power generation, commerce, recreation, and culture.
2. Encourage tourist commercial activity near Interstate 84.
3. Allow for the creation of industrial park development with adequate off-street parking, landscaping, and site screening.
4. Promote cooperation among the city, the Port of Morrow, and other interested parties to facilitate the most effective uses of public facilities serving the planning area

**Finding:** The Plan is proposing funding for the installation of an improved transportation network that will serve the commercial development in the Area and will facilitate increased development within the Area by providing access to parcels that have been underdeveloped and

undeveloped. The Plan also proposes funding to provide the ability to provide economic development incentives will help foster new economic development in the Area.

## **CHAPTER 10 HOUSING**

### **Goal 10: Housing Policies**

1. The City shall provide a variety of living environments to meet regional housing needs for those of different family size and income.
3. Encourage new development concepts to meet changing housing demands and to provide self-contained recreation facilities.
4. Locate high-density multiple-family developments in areas to offer a buffer between single-family residential and commercial or industrial uses, close to schools and shopping, and with quick access to arterial streets.
8. The City shall promote where possible, the evolution of safe and aesthetically pleasing residential neighborhoods that are efficiently integrated with business and commercial property, schools, parks, public facilities and other urban development.
9. The City shall give consideration to development of alternative residential construction both in form and layout for such reasons as aesthetics, energy conservation, reduced development costs and provision of open space.
11. The City shall encourage residential development within city limits in areas which are appropriate for urban development.

**Finding:** The Plan is proposing funding for the installation of an improved transportation network and provision of economic development incentives for the Area. Any new commercial development that occurs as a result of the transportation improvements and the provision of incentives will help serve the new residential units and promote the construction of new units within the Area promoting a safe, aesthetically pleasing residential neighborhood.

## **CHAPTER 11 PUBLIC FACILITIES**

### **GOAL XI: PUBLIC FACILITIES POLICIES**

2. To minimize the cost of providing public services and infrastructure, the City shall discourage inefficient development without adequate public services and promote efficient use of urban and urbanizable land within the City's urban growth boundary, including requiring all urban development to be served by full urban services.
3. The City shall support development that is compatible with the City's ability to provide adequate public facilities and services.
6. The City shall prioritize development of land serviced by utilities and require the extension of water, sewer and storm drainage facilities for all urban level development within the UGB.
11. The City shall establish and maintain a range of funding mechanisms for building new water, sewer, storm drainage and transportation infrastructure and maintaining existing infrastructure.
15. The City shall maintain an eight (8) year supply of commercial and industrial land that is serviceable by water, sewer, storm drainage and transportation infrastructure.

**Finding:** The provision of a new funding mechanism through the urban renewal plan will facilitate the installation of an adequate transportation network and associated utility improvements in the Area. The Plan will also provide the ability to facilitate development which

will allow for the use of land that is undeveloped and underdeveloped, but within the city limits. These activities funded through the urban renewal plan will also help the city maintain an 8 year supply of commercial and industrial land that is served by water, sewer, storm drainage and transportation infrastructure.

## **CHAPTER 12 TRANSPORTATION**

### **GOAL 12: TRANSPORTATION POLICIES**

4. The City of Boardman will plan and develop a network of streets, accessways and other improvements, including bikeways, sidewalks, and safe street crossings to promote safe and convenient bicycle and pedestrian circulation within the community.

**Finding:** An improved transportation network within the Area will provide increased safety in the transportation network and for ease of travel and travel methods for all modes of transportation, including pedestrians and bicyclists.

#### **B. Boardman Transportation System Plan**

##### **Goal 1**

Promote a balanced, safe, and efficient transportation system.

##### *Objectives*

1. Develop a multi-modal transportation system that avoids reliance upon one form of transportation as well as minimizes energy consumption and air quality impacts.
2. Protect the qualities of neighborhoods and the community.
3. Provide for adequate street capacity and optimum efficiency.
4. Promote adequate transportation

##### **Goal 2**

Ensure the adequacy of the roadway network in terms of function, capacity, level of service, and safety.

3. Identify existing and potential future capacity constraints and develop strategies to address those constraints, including potential intersection improvements, future roadway needs, and future street connections.
4. Evaluate the need for modifications to and/or the addition of traffic control devices.
7. Identify existing and potential future safety concerns as well as strategies to address those concerns.

##### **Goal 3**

Promote alternative modes of transportation.

##### *Objectives*

1. Develop a comprehensive system of pedestrian and bicycle routes that link major activity centers within the study area.

##### **Goal 4**

Identify and prioritize transportation improvement needs in the City of Boardman, and identify a set of reliable funding sources that can be applied to these improvements.

1. Evaluate new innovative funding sources for transportation improvements.

**Finding:** The Plan will provide funding for an improved transportation network within the Area which will provide increased safety in the transportation network and for ease of travel and

travel methods for all modes of transportation, including pedestrians and bicyclists. The provision of a connected transportation network will eliminate blight, facilitate economic development and job creation, and provide better infrastructure for the community.

#### **C. City of Boardman Development Code**

Chapter 2 of the City of Boardman Development Code covers Land Use Districts including the zoning in the Area. The properties to be included in the Area have zoning designations of Commercial: Tourist Commercial Sub-district, Residential: Multi-Family Housing Sub-district and Light Industrial, General Industrial, Master Planned Community and Public/Open Space.

#### **Residential**

##### **2.1.100 Purpose**

The Residential District is intended to promote the livability, stability and improvement of the City of Boardman's neighborhoods. This chapter provides standards for the orderly expansion and improvement of neighborhoods based on the following principles:

- Make efficient use of land and public services, and implement the Comprehensive Plan, by providing minimum lot areas.
- Accommodate a range of housing needs, including owner-occupied and rental housing.
- Provide for compatible building and site design at an appropriate neighborhood scale.
- Reduce reliance on the automobile for neighborhood travel and provide options for walking and bicycling. Provide direct and convenient access to schools, parks and neighborhood services.

##### **2.1.400 Multi-Family Sub District (MF)**

**A. Purpose/Intent Statement.** The Multi Family Sub District is designed to provide land for larger multiple family housing developments. Multi-Family Housing is housing that provides 4 or more dwellings on an individual lot (e.g., multi-plexes, apartments, condominiums, etc.). New multi-family developments shall comply with all of the following standards.

#### **Commercial**

##### **2.2.100 Purpose**

The primary purpose of the Commercial District is to create standards that allow for a variety of commercial uses in the Commercial areas of the City of Boardman. This Chapter also creates three Sub Districts---Tourist Commercial, City Center and Service Center. The Tourist Commercial Sub District provides additional standards for the areas of the City adjacent to Interstate 84. The Service Center Sub District provides standards for commercial and light industrial uses located west of the City. The City Center Sub District provides additional standards to create a concentrated and centralized commercial center to serve as the "heart" of the community. The City Center Sub District is created as an optional Sub District that may apply to certain geographic areas within the Commercial District. This geographic area has been designated to form the "center" of Boardman's commercial activities. This chapter provides standards for the orderly creation and expansion of the Commercial District by adherence to the following principles:

- Effective and efficient use of land and urban services;
- Direct commercial and retail development to a concentrated and localized area;
- Provide a mix of uses which provides a destination within the community and encourages walking over driving;

- Create connection with the balance of the community by directing connected transportation routes to commercial areas of the city;
- Provide for additional service employment opportunities.

#### **2.2.180 Tourist Commercial Sub District**

**A. Purpose.** The purpose of the Tourist Commercial Sub District is to accommodate development of commercial facilities catering to the traveling public at the I-84 interchange. Retail services shall be limited to that necessary to serve travelers, in order to avoid competition with the Commercial District; Service Center Sub District and City Center Sub District businesses. The base standards of the Commercial District apply, except as modified by the standards of this Sub District.

### **General Industrial**

#### **2.3.100 Purpose**

The General Industrial District accommodates a range of light and heavy industrial land uses. It is intended to segregate incompatible developments from other districts, while providing a high-quality environment for businesses and employees. This chapter guides the orderly development of industrial areas based on the following principles:

- Provide for efficient use of land and public services;
- Provide transportation options for employees and customers;
- Locate business services close to major employment centers;
- Ensure compatibility between industrial uses and nearby commercial and residential areas;
- Provide appropriate design standards to accommodate a range of industrial users, in conformance with the Comprehensive Plan.

### **Light Industrial**

#### **2.4.100 Purpose**

The Light Industrial District accommodates a range of light manufacturing, industrial-office uses, automobile-oriented commercial uses (*e.g.*, lodging, restaurants, auto-oriented retail), and similar uses which are not appropriate in downtown or main street areas. The district's standards are based on the following principles:

- Ensure efficient use of land and public services.
- Provide a balance between jobs and housing, and encourage mixed-use development.
- Provide transportation options for employees and customers.
- Provide business services close to major employment centers.
- Ensure compatibility between industrial uses and nearby residential areas.
- Provide appropriately zoned land with a range of parcel sizes for industry.
- Provide for automobile-oriented uses, while preventing strip-commercial development in highway corridors.



## Master Planned Developments


### 4.5.100 Purpose

The purposes of this Section are to:

1. Implement the Development standards of Chapter 2 by providing a means for planned developments;
2. Encourage innovative planning that results in more mixed use development, improved protection of open spaces, and transportation options and site phasing of development;
3. Encourage developments that recognize the relationship between buildings, their use, open space, and transportation options, providing varied opportunities for innovative and diversified employment environments;
4. Facilitate the efficient use of land;
5. Promote an economic arrangement of land use, buildings, circulation systems, open space, and utilities;
6. Preserve to the greatest extent possible the existing landscape features and amenities, that may not otherwise be protected through conventional development;
7. Encourage energy conservation and improved air and water quality and;
8. Assist the City in planning infrastructure improvements.

**Overall Finding:** The potential development in the Plan including the land uses, maximum densities and building requirements will conform to the Boardman Development Code. The Plan makes no changes to any zoning code.

- III. **LEGAL NOTICE PUBLISHED:** East Oregonian  
June 29, 2023
- IV. **PROPERTY OWNERS NOTIFIED:**  
Property Owners will be notified as part of the City Council Public Hearing process.
- V. **AGENCIES NOTIFIED:**  
Special Districts will be notified as part of the City Council Public Hearing process.
- VI. **HEARING DATE:** Planning Commission  
July 19, 2023  
Council Chambers  
Boardman City Hall  
200 City Center Circle  
Boardman, Oregon 97818
- VII. **PLANNING OFFICIAL RECOMMENDATION:** The Planning Official recommends approval.

  
\_\_\_\_\_  
Zack Barresse, Vice-Chair  
Planning Commission

19-JUL-2023  
\_\_\_\_\_  
Date



# City of Boardman

200 City Center Circle  
P.O. Box 229  
Boardman, OR 97818  
Phone: (541) 481-9252  
Fax: (541) 481-3244  
TTY Relay 711  
[www.cityofboardman.com](http://www.cityofboardman.com)

## MEMORANDUM

To: City Council  
From: Carla McLane, Planning Official  
Date: July 27, 2023  
Amended August 31, 2023  
RE: Planning Fees – Changes Requested for 2023

A year ago, when asked to identify changes to the fees charged for various planning actions, I was honestly still working through the various fires that were burning and figuring out just how actions moved through the approval process. At that time there were suggested increases to be considered in 2023. Since that time, I have become much more familiar with the Development Code requirements, gained better understanding as to how fees should be assessed based on the work required, and the development of the online portal has further refined thoughts about Planning fees. The fees adopted last year are as follows:

	2022	2023 Proposal
Community Development		
Appeal Type I or II	\$ 250.00	
Appeal Type III	\$ 250.00	\$ 500.00
Comprehensive Plan Amendment or Development Code Change	\$ 1,000.00	\$ 1,500.00
Conditional Use Permits	\$ 600.00	
Construct in the Right-of-Way	\$ 100.00	
Floodplain Development Permit	\$ 250.00	
Land Configuration		
Property Line Adjustment	\$ 300.00	\$ 450.00
Replat	\$ 450.00	\$ 600.00
Land Partition	\$ 450.00	\$ 600.00
Subdivision	\$ 450.00	\$ 600.00
additional, each lot	\$ 40.00	
Land Use Compatibility Statement Review and Sign Off	\$ 50.00	
Master Planned/Planned Unit Development	\$ 450.00	\$ 600.00
additional, each lot (maximum \$6,000)	\$ 40.00	
Modifications		
Type I or II	\$ 150.00	
Type III	\$ 300.00	
Planning Official Review/Code Interpretation	\$ 250.00	
Preapplication Review	\$ 100.00	
Plan or Code Amendment with Goal Exception	\$ 1,500.00	\$ 3,000.00

Post enforcement permit	2 x permit fee	
Sign Permit	\$ 50.00	
Site Review		
Development	\$ 300.00	\$ 450.00
Infrastructure	\$ 100.00	
Streets and Roads		
Address	\$ 50.00	
Access Permit	\$ 50.00	
Street Naming	\$ 150.00	\$ 250.00
Street Dedication outside of a Plat	\$ 150.00	\$ 250.00
Variance		
Class A	\$ 100.00	\$ 150.00
Class B	\$ 200.00	\$ 300.00
Class C	\$ 300.00	\$ 600.00
Zoning Permit		
Single Family Dwelling	\$ 50.00	
Duplex or Triplex, per unit	\$ 50.00	
Multi-Family Housing, per unit	\$ 50.00	
Commercial Use	\$ 250.00	
Industrial Use	\$ 250.00	
Miscellaneous Permits		
Seasonal/Special Events	\$ 200.00	\$ 300.00
Temporary Sales Office/Model Home	\$ 100.00	\$ 150.00
Temporary Building	\$ 200.00	\$ 300.00
Temporary Use of an RV	\$ 100.00	\$ 150.00
Hardship	\$ 200.00	\$ 300.00

**The following are proposed changes with red font text providing a bit more explanation.**

Community Development		2023
Planning Review		
Development Review	No change	\$ 50.00/unit
Site Design Review Type 2	Decrease in base fee \$50	\$ 250.00 + \$50/unit
Site Design Review Type 3	Increase in base fee \$150	\$ 450.00 + \$50/unit
Temporary Use/Hardship Type 1	Increase of \$50	\$ 150.00
Temporary Use/Hardship Type 2	Increase of \$50	\$ 250.00
Temporary Use/Hardship Type 3	New fee	\$ 450.00
Floodplain Development Permit	New fee	\$ 250.00
Land Division		
Land Partition	Increase \$150	\$ 600.00
Property Line Adjustment	Increase \$150	\$ 450.00
Replat	Increase \$150	\$ 600.00
Subdivision	Increase \$150	\$ 600.00 + \$40/lot
Final Plat	New fee	\$ 100.00
Address and Access		
Address	No change	\$ 50.00
Access	No change	\$ 50.00
Street Naming/Dedication	Increase \$100	\$ 250.00
Right of Way	Increase \$100	\$ 250.00
Infrastructure	No change	\$ 100.00
Post Enforcement Permit	No change	2X permit fee
Fence		
Up to 6 feet	New fee	\$ 50.00
Over 6 feet	New fee	\$ 50.00

Sings		
Permanent	No change	\$ 50.00
Temporary	No change	\$ 50.00
Variance		
Class A – Setback or Coverage	Increase \$50	\$ 150.00
Class B – Public Works and Trees	Increase \$50	\$ 250.00
Class C – Discretionary	Increase \$150	\$ 450.00
Conditional Use	No change	\$ 600.00
Appeal		
Planning Commission	No change	\$ 250.00
City Council	No change	\$ 250.00
Land Use		
Annexation	New fee	\$ 600.00
Amendments	Increase \$500	\$ 2,000.00
Land Use Compatibility Statement (LUCS)	No change	\$ 50.00
Modifications, Extension, and Interpretations		
Minor Modifications/Extensions	No change	\$ 150.00
Major Modifications/Interpretations	Decrease \$50	\$ 250.00
If Hearing is Required	New fee	\$ 450.00
Master Planned Development	Increase \$1550	\$ 2,000.00
Preapplication		
Land Division	No change	\$ 100.00
Amendments	No change	\$ 100.00
Master Planned Development	No change	\$ 100.00
Planning Review		N/C

Should any of you have questions please reach out. I can be reached at 541-481-9252 or [mclanec@cityofboardman.com](mailto:mclanec@cityofboardman.com).



**CITY OF BOARDMAN  
RESOLUTION NO. 15-2023**

**A RESOLUTION ADOPTING A FEE SCHEDULE TO GOVERN FEES FOR CITY SERVICES AND  
REPEALING RESOLUTION NO. 13-2022**

**WHEREAS**, the City Council has the authority to establish the fees for all city services by the adoption of a consolidated fee schedule; and,

**WHEREAS**, the City Council has determined that it is necessary and proper for the City to periodically review and revise fees on the consolidated fee schedule, and to adopt a new fee schedule for all such fees; and,

**WHEREAS**, the City Council considered the revised fee schedule for city charges and fees, attached as "Exhibit A".

**NOW, THEREFORE, BE IT RESOLVED** by the Boardman City Council, that the consolidated fee schedule adopted by Resolution No. 13-2022 is hereby repealed in their entirety.

**BE IT FURTHER RESOLVED** that the consolidated fee schedule, attached as "Exhibit A," incorporated herein by this reference is hereby adopted with an effective date of September 5, 2023.

Dated this 5th day of September 2023.

CITY OF BOARDMAN

\_\_\_\_\_  
Mayor – Paul Keefer

\_\_\_\_\_  
Council President – Heather Baumgartner

\_\_\_\_\_  
Councilor – Cristina Cuevas

\_\_\_\_\_  
Councilor – Karen Pettigrew

\_\_\_\_\_  
Councilor – Brenda Proffitt

\_\_\_\_\_  
Councilor – Isaac Williams

\_\_\_\_\_  
Councilor – Richard Rockwell

ATTEST:

\_\_\_\_\_  
Toni Connell – Acting Recorder

**Exhibit "A"**  
**2023 CONSOLIDATED FEE SCHEDULE**

Effective: 07/11/2023

DEPARTMENT/PROGRAM	COST	ADDITIONAL DETAILS
<b>Administrative</b>		
Black & White copies		
Letter: 8.5" x 11"	\$ 0.25	per page
Legal: 8.5" x 14"	\$ 0.50	per page
Ledger: 11" x 17"	\$ 1.00	per page
Color copies		
Letter: 8.5" x 11"	\$ 0.50	per page
Legal: 8.5" x 14"	\$ 1.00	per page
Ledger: 11" x 17"	\$ 1.50	per page
Election Filing Fee	\$ 10.00	or by minimum signature requirements per last voting turnout
Faxes		
Local (within United States)	\$ 1.25	per page
International	\$ 1.50	per page
Invalid account number or unable to locate account	\$ 7.00	per electronic transaction
Liquor License Fee	\$ 10.00	per license, including renewals
Non-Sufficient Funds (NSF) or Closed Account; e-trans	\$ 14.00	per electronic transaction
Non-Sufficient Funds (NSF) Check Fee	\$ 30.00	
Notary Services	-	No charge
Printing, Large Format, per page	\$ 5.00	
Public Records		
Records Request Fee	\$ 2.50	nominal fee
Copies		
8.5 x 11 Black & White	\$ 0.25	per page, plus nominal fee
8.5 x 11 Color	\$ 0.50	per page, plus nominal fee
11 x 17 Black & White	\$ 1.00	per page, plus nominal fee
11 x 17 Color	\$ 1.50	per page, plus nominal fee
Nonstandard documents		Actual costs incurred by the city to reproduce them
CD, DVD, or Flash Drive	\$ 20.00	
Research Fees		
Up to 30 minutes		Copy costs only
30 minutes to 2 hours		Copy costs plus \$25/hour labor
Over 2 hours		Employee cost plus overhead
Delivery		The actual cost for delivery of records such as postage and courier fees
Attorney Review		Actual attorney fees charged to the city for the cost of the time spent by an attorney in reviewing the public records, redacting material from the public records or segregating the public records into exempt and nonexempt records.
<b>Animal Control</b>		
Adoption Fee	\$ 15.00	
Cat Transport Fee	\$ 20.00	per cat
Dog License Fee		
Spayed or neutered	\$ 10.00	
Not spayed or neutered	\$ 20.00	
Impound Fee - Domestic Cats or Dogs		
First occurrence	\$ 35.00	
Each additional occurrence	\$ 45.00	
Impound Fee - Other animal or fowl*		
First occurrence	\$ 25.00	
Each additional occurrence	\$ 50.00	
Surrender fee	\$ 100.00	

**Building\*****BUILDING PERMITS**

The valuation to be used in computing the building permit and building plan review fees shall be the total value (rounded up to the nearest dollar) of all construction work for which a permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems, and any other permanent equipment. It shall also include the contractor's profit which must not be omitted.

The fees for each permit shall be, as set forth, in the tables below. Valuation shall be calculated using the City's valuation tables, as required by the

Commercial Building Permit Valuation Table (per square foot)

<u>Total Value</u>		<u>Fee</u>	
\$1 to \$500	\$	13.00	
\$501 to \$2,000	\$	13.00	for the first \$500 + \$1.95 for each additional \$100 or fraction thereof, up to and including \$2,000.
\$2001 to \$25,000	\$	42.25	For the first \$2,000 + \$7.80 for each additional \$1,000 or fraction thereof, up to and including \$25,000.
\$25,001 to \$50,000	\$	221.65	For the first \$25,000 + \$5.85 for each additional \$1,000 or fraction thereof, up to and including \$50,000.
\$50,001 to \$100,000	\$	367.99	For the first \$50,000 + \$3.90 for each additional \$1,000 or fraction thereof, up to and including \$100,000.
\$100,001 and up	\$	562.90	For the first \$100,000 + \$3.25 for each additional \$1,000 or fraction thereof.
Plan Review	%	65	of the permit fee
Fire and Life Safety Plan Review Fee	%	40	of the permit fee
Oregon surcharge	%	12	of the permit fee
Seismic Fee	%	1	of the permit fee

Residential Buildings

New construction, finished basement and remodel	\$	167.37	
Garages, accessory structures and pole buildings	\$	66.48	
Carports, decks and patio/deck covers	\$	33.24	
Unfinished basements	\$	31.50	
Plan Review	%	65	of the permit fee
Oregon surcharge	%	12	of the permit fee

**CAMP AND PARK PERMITS**

The fees for each permit issued for the construction, addition or alteration of a manufactured dwelling park, recreational vehicle park, or organizational

**ELECTRICAL PERMITS**

All electrical permits and inspections are administered by Oregon Building Codes Division out of their Pendleton Oregon office.

**FIRE SPRINKLER AND PROCESS PIPING PERMIT**

Permit fees are based on the value of the work performed and the value of all equipment, materials, labor, overhead and profit.

Fire Sprinkler and Process Piping Permit Valuation Table

<u>Total Value</u>		<u>Fee</u>	
\$1 to \$1,000	\$	23.00	
\$1,001 to \$10,000	\$	23.00	for the first \$1000 plus \$1.35 for each additional \$100 or fraction thereof
\$10,001 to \$100,000	\$	144.50	for the first \$10,000 plus \$8.50 for each additional \$1,000 or fraction thereof
\$100,001 and above	\$	991.50	for the first \$100,000 plus \$5.70 for each addition \$1,000 or fraction thereof
Permit issuance fee	\$	20.00	
Minimum permit fee	\$	45.00	
Plan review fee	%	30	of the permit fee
Oregon surcharge	%	12	of the permit fee

**MANUFACTURED DWELLING PLACEMENT**

One single permit fee is assessed to cover the placement of the manufactured dwelling, strapping to the ground, plumbing connection including 30 feet each of sewer and water lines, electrical feeder connection and mechanical connection. This permit does not include an electrical service.

Manufactured dwelling placement	\$	211.00	
Re-Inspection	\$	85.00	
State administrative fee (COMA)	\$	30.00	
Oregon surcharge	%	12	of the permit fee

## MECHANICAL PERMITS

The fees for each permit shall be as set in the following tables. The valuation used to determine the commercial mechanical permits shall include the value of all mechanical materials, equipment, labor and overhead. It shall also include the contractor's profit which must not be omitted.

### Commercial Mechanical

Total Value	Fee	
\$1 to \$1,000	\$ 23.00	
\$1,001 to \$10,000	\$ 23.00	For the first \$1,000 + \$1.35 for each additional \$1,000 or fraction thereof, up to and including \$10,000.
\$10,001 to \$100,000	\$ 144.50	For the first \$10,000 + \$8.50 for each additional \$1,000 or fraction thereof, up to and including \$100,000.
\$100,001 and up	\$ 991.50	For the first \$100,000 + \$7.50 for each additional \$1,000 or fraction thereof.
Permit issuance fee	\$ 20.00	
Minimum permit fee	\$ 45.00	
Plan Review	% 25	of the permit fee
Oregon surcharge	% 12	of the permit fee

### Residential & Manufactured Dwelling (per each appliance and/or equipment)

Single duct exhaust fan	\$ 6.50	i.e. bathroom, utility room, Log lighter (gas)
A/C, heat pump, mini-split, unit heaters, fire/smoke damper, water heater (gas), wood/ pellet and/or gas stove, wood fireplace/insert, chimney liner, vent/flue for above items, range hood, clothes dryer, air handling less than 10,000 cfm	\$ 9.50	
Duct work	\$ 12.25	
Furnace ≤ 100,000 btu	\$ 13.25	
Furnace > 100,000 btu, air handling > 10,000 cfm	\$ 16.25	
Incinerator, chiller greater than 100,000 btu	\$ 24.25	
Gas/Fuel piping up to 4 outlets	\$ 20.00	
Gas/Fuel piping, additional	\$ 1.25	each, after 4 outlets
Permit issuance fee	\$ 20.00	
Minimum permit fee	\$ 45.00	
Oregon surcharge	% 12	of the permit fee
Seismic Fee	% 1	of the permit fee

## PLUMBING PERMITS

### New 1&2 Family Dwelling

One bathroom and one kitchen	\$ 210.00	
Two bathrooms and one kitchen	\$ 275.00	
Three bathrooms and one kitchen	\$ 325.00	
Each additional bathroom and/or kitchen	\$ 45.00	
Permit issuance fee	\$ 20.00	
Minimum permit fee	\$ 45.00	
Plan review fee (if needed)	% 30	of the permit fee
Oregon surcharge	% 12	of the permit fee

### Commercial, Multi-Family and All Additions, Alterations and Repairs

Clothes washer, dishwasher, drinking fountain, floor drain/sink/hub, ejectors/sump/expansion tank, hose bib, ice maker, grease interceptor, laundry tray, service sink, sink/basin/lavatory, tub/shower/pan, urinal, water closet, water heater, backflow preventer.	\$ 12.00	
Drain primer first five (each additional \$2.00), catch basin/area drain, rain drain connector/downspout, garbage disposal, roof drain.	\$ 10.00	
Sanitary sewer, first 100'	\$ 30.00	
Sanitary sewer, each additional 100'	\$ 25.00	
Water service, first 100'	\$ 30.00	
Water service, each additional 100'	\$ 25.00	
Storm sewer, first 100'	\$ 30.00	
Storm sewer, each additional 100'	\$ 25.00	
Permit issuance fee	\$ 20.00	
Minimum permit fee	\$ 45.00	
Plan review fee (if needed)	% 30	of the permit fee
Oregon surcharge	% 12	of the permit fee



**Business**

Business License Fee	\$	25.00	annually, July 1 to June 30
Transient Vending/Solicitor's License	\$	25.00	annually, July 1 to June 30
Special Event License	\$	25.00	per event
Mobile Food Vendor License	\$	25.00	annually, July 1 to June 30

**Community Development**

Planning Review			
Development Review	\$	50.00	per unit
Site Design Review Type 2	\$	250.00	plus \$50 per unit
Site Design Review Type 3	\$	450.00	plus \$50 per unit
Temporary Use/Hardship	\$	150.00	Type 1
Temporary Use/Hardship	\$	250.00	Type 2
Temporary Use/Hardship	\$	450.00	Type 3
Floodplain Development Permit	\$	250.00	
Land Division			
Land Partition	\$	600.00	
Property Line Adjustment	\$	450.00	
Replat	\$	600.00	
Subdivision	\$	600.00	plus \$40 per lot
Final Plat	\$	100.00	
Address and Access			
Address	\$	50.00	
Access Point	\$	50.00	
Street Naming/Dedication	\$	250.00	
Right of Way	\$	250.00	
Post Enforcement Permit	\$	2 x permit Fee	
Infrastructure	\$	100.00	
Fence			
Up to 6 feet	\$	50.00	
Over 6 feet	\$	50.00	
Signs			
Permanent	\$	50.00	
Temporary	\$	50.00	
Variance			
Class A - Setback or Coverage	\$	150.00	
Class B - Public Works and Trees	\$	250.00	
Class C - Discretionary	\$	450.00	
Conditional Use	\$	600.00	
Appeal			
Planning Commission	\$	250.00	
City Council	\$	250.00	
Land Use			
Annexation	\$	600.00	
Amendments	\$	2,000.00	
Land Use Compatibility Statement (LUCS)	\$	50.00	
Modifications, Extensions, and Interpretations	\$	150.00	Minor Modifications/Extensions
	\$	250.00	Major Modifications/Interpretations
	\$	450.00	If Hearing required
Master Plan Development	\$	2,000.00	
Preapplication			
Land Division	\$	100.00	
Amendments	\$	100.00	
Planning Review		N/C	
Master Plan Development	\$	100.00	

**Public Safety - Police**

Fingerprinting		
1st set of fingerprints (same visit)	\$ 25.00	
Additional fingerprints, each set (same visit)	\$ 20.00	
Parade Permit Review Fee	-	No charge
Police Reports		
1st copy of report, per case #	\$ 20.00	
Additional copies of report, per case #, up to 12 printed	\$ 15.00	
Copy onto CD or USB (Flash) drive	\$ 20.00	
Police Reports - Archives		
Archives or Extensive Records Search	\$ 25.00	in addition to Police Reports fee, for older records and extra time to research.
Towing Fee	\$ 100.00	
Video Recording (Axon Flex/In-car camera)		
Standard Fee	\$ 75.00	for first (1st) hour
Additional fee, per hour after 1st hour	\$ 45.00	for each additional hour or fraction thereof

**Public Works**

City Heavy Equipment Fee	\$ 150.00	per hour
Hydrant Meter		
Application Fee, non-refundable	\$ 50.00	
Base Fee*, monthly	\$ 58.33	Base: up to 8,000 gal.
Consumption Rate* - per 1,000 gal.	\$ 0.84	per 1,000 gallons over base
Deposit	\$ 850.00	
Monthly Rental Fee	\$ 36.80	
Meter testing, requested by customer		
1.5" meter or smaller	\$ 25.00	
Larger than 1.5" meter		TBD by actual cost
Public Works Crew Labor Fee	\$ 52.00	per hour
Utility/Planning Standards Analysis Review	\$ 100.00	
Water Meter Connection Fee		
Type A Connection		
5/8" meter, connection, and radio read	\$ 460.00	
3/4" meter, connection, and radio read	\$ 550.00	
1" meter, connection, and radio read	\$ 570.00	
1 1/2" meter, connection, and radio read	\$ 1,700.00	
2" meter, connection, and radio read	\$ 1,930.00	
Type B Connection		
5/8" meter, connection, and radio read	\$ 1,040.00	
3/4" meter, connection, and radio read	\$ 1,250.00	
1" meter, connection, and radio read	\$ 2,500.00	
1 1/2" meter, connection, and radio read	\$ 3,460.00	
2" meter, connection, and radio read	\$ 3,690.00	
Type C Connection		
5/8" meter, connection, and radio read	\$ 3,010.00	
3/4" meter, connection, and radio read	\$ 3,030.00	
1" meter, connection, and radio read	\$ 4,710.00	
1 1/2" meter, connection, and radio read	\$ 6,000.00	
2" meter, connection, and radio read	\$ 6,320.00	
Type D Connection	\$ 497.00	

Service Type Definitions:

Type "A" = This is a service requiring City personnel to install the meter and corresponding electronic read pad. This would more commonly be referred to as a "meter drop in". This service type will apply only to developments done after January 1, 1998. After this date, everything associated with the service connection, except the meter, are installed by the developer.

Type "B" = This is a service where the meter, meter setter, meter boxes, service split, valves, piping and other appurtenances are installed by City personnel.

Type "C" = This service is when there is no available tap for water service and the main must be tapped to provide service. This includes everything in a Type "B" service but includes, tapping saddle, piping, and street repair so the main can be tapped.

Type "D" = This service is unique to Bella Vista Estates as more parts and time are required for installation.

Meter Size		Flow Rate, per minute
Standard Meter 5/8" x 3/4"	=	20 gallons per minute
Optional Meter 3/4"	=	30 gallons per minute
Optional Meter 1"	=	50 gallons per minute
Optional Meter^ 1 1/2"	=	150 gallons per minute
Optional Meter^ 2"	=	200 gallons per minute
^ May require main taps making them a Type "C" Service		

**Transient Room Tax\***

5% of occupancy rent	%	5.00
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**Utility Services - Garbage Rates\***Residential

35 gallon cart, at curb (SR), serviced weekly	\$	10.86	per month
35 gallon cart, at house (SR), serviced weekly	\$	17.58	per month
90 gallon cart, at curb, serviced weekly	\$	14.94	per month
90 gallon cart, at house, serviced weekly	\$	21.66	per month
90 gallon cart, Multi-Unit, at curb, serviced weekly	\$	22.20	per month
90 gallon cart, Multi-Unit, at house, serviced weekly	\$	28.92	per month
Extra can charge	\$	2.78	per 32 gallon can
Extra garbage fees (overflow, excess weight, etc.)			determined by type/amount

Commercial

90 gallon cart, at the curb, serviced weekly	\$	22.20	per month
90 gallon cart, at the building, serviced weekly	\$	28.92	per month
Cardboard Recycle	\$	12.78	per month
Cardboard Recycle Hauling Fee	\$	154.71	per haul
Compacted Waste Container, Disposal Rate	\$	30.91	per ton
Compacted Waste Container, On-Call	\$	86.98	per hour
1.5 yard container, serviced weekly	\$	76.25	per month
1.5 yard container, serviced bi-weekly	\$	141.07	per month
2 yard container, serviced weekly	\$	98.47	per month
2 yard container, serviced bi-weekly	\$	185.56	per month
Drop Box (11 yard or larger)			
Delivery fee	\$	44.06	per delivery
Haul fee	\$	154.71	per haul
Per ton, in addition to delivery and haul away fees	\$	30.91	per ton
Demurrage charge (>7 days since delivery)	\$	5.24	per day

**Utility Services - Sewer Rates\***

Inside city limits, monthly	\$	28.88	per unit
Outside city limits, monthly	\$	42.00	per unit

**Utility Services - Water Rates\***Base Fee, monthly

Residential, inside city limits	\$	17.33	Base: up to 7,000 gal.
Residential, outside city limits	\$	25.20	Base: up to 7,000 gal.
Commercial	\$	21.53	Base: up to 8,000 gal.
Hydrant Meter	\$	58.33	Base: up to 8,000 gal.
Schools	\$	11.82	Base: up to 6,000 gal.

Consumption Rate - Per 1,000 Gallons

Residential, inside city limits	\$	0.47	in excess of Base.
Residential, outside city limits	\$	0.67	in excess of Base.
Commercial	\$	0.84	in excess of Base.
Hydrant Meter	\$	0.84	in excess of Base.
Schools	\$	0.28	in excess of Base.
Port of Morrow Wholesale Rate*	\$	0.48	per 1,000 gallons
Disconnect Fee (shut-off)	\$	20.00	per request, also includes delinquent accounts >90 days
Reconnect Fee (turn back on)	\$	20.00	

**Utility Services - Other Fees**

After-hours Water disconnect (shut-off) or reconnect	\$	45.00	per request to have water shut-off or reconnected outside the regular hours or 7:00am – 5:00pm
Late Fee (60+ day aging)*	%	1.5	

**CITY OF BOARDMAN  
RESOLUTION NO. 18-2023**

**IN THE MATTER OF APPROVING AN AGREEMENT BETWEEN THE SPONSORS OF THE  
COLUMBIA RIVER ENTERPRISE ZONE III AND LAMB WESTON, INC.**

**WHEREAS**, Morrow County, the Port of Morrow and the City of Boardman are Sponsors of the Columbia River Enterprise Zone (III); and

**WHEREAS**, the Columbia River Enterprise Zone (III) is governed by an Intergovernmental Agreement which sets forth governance; and

**WHEREAS**, the Columbia River Enterprise Zone (III) Board has negotiated with Lamb Weston, Inc. for extended abatement under the Long-term Rural Enterprise Zone requirements outlined in Oregon Administrative Rule Chapter 123 Division 690 for a facility located on Lots 1, 2, & 3 of Block 2, Port of Morrow Food Processing Park, City of Boardman, situs address is 600 NE Columbia Avenue, Boardman, OR. 97818, within the Columbia River Enterprise Zone (III); and

**WHEREAS**, the potato processing facility is intended to be modernized by Lamb Weston, Inc. is within the City of Boardman's Area of Influence; and

**WHEREAS**, Lamb Weston, Inc. has submitted the necessary application to the Columbia River Enterprise Zone (III) Manager; and

**WHEREAS**, the Columbia River Enterprise Zone (III) Board and Manager both recommend approval of the agreement attached hereto as Exhibit A.

**NOW THEREFORE THE CITY OF BOARDMAN CITY COUNCIL DOES HEREBY RESOLVE** to approve the agreement, for the facility as described above, as negotiated by the Columbia River Enterprise Zone (III) Board with Lamb Weston, Inc. on September 1, 2023, and to approve Signature of the Agreement.

Passed by the Boardman City Council this 5<sup>th</sup> day of September, 2023.

CITY OF BOARDMAN

\_\_\_\_\_  
Mayor – Paul Keefer

\_\_\_\_\_  
Council President – Heather Baumgartner

\_\_\_\_\_  
Councilor – Cristina Cuevas

\_\_\_\_\_  
Councilor – Karen Pettigrew

\_\_\_\_\_  
Councilor – Brenda Profitt

\_\_\_\_\_  
Councilor – Isaac Williams

\_\_\_\_\_  
Councilor – Richard Rockwell

ATTEST:

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Toni Connell – Acting Recorder

## **Exhibit A**

### **AGREEMENT FOR LONG-TERM RURAL ENTERPRISE ZONE ABATEMENT**

This agreement for Long-Term Rural Enterprise Zone Tax Abatement ("Agreement") is executed by the COLUMBIA RIVER ENTERPRISE ZONE III BOARD ("CREZ III Board"), representing the entities PORT OF MORROW ("Port of Morrow"), MORROW COUNTY ("Morrow County"), and CITY OF BOARDMAN ("City of Boardman"), all units of local government within the State of Oregon, and Lamb Weston, Inc. (the "Company"). Morrow County and the Port of Morrow are referenced collectively in this Agreement as the "Sponsors." Morrow County, Port of Morrow, and City of Boardman are referenced collectively in this Agreement as the "Board Entities." In this Agreement, the CREZ III Board, each of the Board Entities, and the Company are sometimes individually referenced as a "Party" and collectively referenced as the "Parties".

### **RECITALS**

The Sponsors have established the Columbia River Enterprise Zone III pursuant to Oregon Revised Statutes (ORS) 285C.045, *et seq.*

With the aid of tax incentives from the Board Entities, the Company, either directly or through an affiliate, intends to invest approximately \$230,000,000.00 in the Columbia River Enterprise Zone III by building and modernizing the Company's potato processing facility ("Facility"), further described in Section I of this Agreement.

The Facility is located within the City of Boardman's area of influence.

The Board Entities have entered into an Intergovernmental Agreement ("IGA") dated January 27, 2021, to create the CREZ III Board as an intergovernmental entity to govern, supervise, manage, and implement the operations of the Zone when a project lies within the City of Boardman's area of influence.

The Company has previously made significant investments in the Zone that have contributed to long-term economic and employment benefits in the Zone.

The Company and the CREZ III Board desire to enter into this Agreement whereby the Company will continue to make investments in the Zone.

The Company has timely and properly filed the Oregon Form OR-AP-CERT, Oregon Enterprise Zone Certification Application – Long Term Rural Tax Incentive, 150-310-073 ("Application") with respect to the Facility.

The Company must execute a first-source hiring agreement pursuant to ORS 285C.215 providing for the creation of new permanent jobs in Morrow County.

NOW, THEREFORE, in recognition of the foregoing recitals, in consideration of the covenants contained herein, and in accordance with ORS 285C.400 through 285C.420, the Parties hereby agree as follows:

## AGREEMENT

- I. **The Facility:** The Facility is located on Lots 1, 2, & 3 of Block 2, Port of Morrow Food Processing Park, City of Boardman. Facility situs address is 600 Columbia Avenue NE, Boardman, OR 97818.
- II. **Exemption of the Facility:** The CREZ III Board and the Board Entities jointly acknowledge and agree that, upon approval of the Company's Application, and upon certification by the CREZ III Board and the Morrow County Assessor, and conditioned upon the satisfaction of other requirements under ORS 285C.400 through 285C.420 and this Agreement, the Facility will be exempt from ad valorem property tax on the Facility as provided in ORS 285C.409(1). To the maximum extent permitted by law, the property tax exemption granted by this Agreement shall apply to the real property improvements, personal property improvements, and tangible and intangible personal property (excluding land, as set forth in ORS 285C.409(5)(a)) comprising or installed, constructed, added or otherwise placed at the Facility site, as set forth in ORS 285C.409 and Oregon Administrative Rules (OAR) 123-690-0100(2).
- III. **Term of Exemption:** Pursuant to ORS 285C.409(1)(c) and conditioned upon the satisfaction of other requirements under ORS 285C.400 to 285C.420 and this Agreement, the Facility will be exempt from ad valorem property tax as follows:
  - A. For the first tax year following the calendar year in which the Company is certified or after which construction of the Facility commences, whichever event occurs later;
  - B. For each subsequent tax year in which the Facility is not yet in service as of the assessment date; and
  - C. For a period of fifteen (15) consecutive property tax years commencing as of the first tax year in which the Facility is in service as of the assessment date (the "Exemption Period"). As used in this Agreement, "in service" shall mean as defined in OAR 123-690-0100(3).
    1. The Company shall notify the Morrow County Assessor upon the Facility's receipt of the permit to occupy and use the Facility for its intended purpose within ninety (90) days of such receipt.
- IV. **Scope of Exemption:** Pursuant to ORS 285C.409(1) and subject to Section II of this Agreement, the Company and its affiliates are entitled to exemption from ad valorem property tax with respect to all qualified property, whether leased or owned and whether tangible or intangible, of the Company and its affiliates used in connection with the development, construction, and operation of the Facility.
- V. **Obligations of the Company:** The Company will comply with the following conditions as authorized by ORS 285C.403(3)(c);
  - A. **Statutory and Administrative Requirements:** The Company agrees to comply with the requirements of ORS 285C.409 and 285C.412(2) and OAR Chapter 123, Division 690, including:

1. **Minimum Facility Investment:** By the end of the year in which the Facility is placed in service, the total investment in the Facility will be approximately \$230,000,000.00.
2. **Minimum Employment:** The Company will hire and thereafter continue to employ during the term of this exemption at least thirty-five (35) full-time employees at the Facility by the end of the third calendar year following the year in which the Facility is placed in service.
3. **Minimum Employee Compensation:** The Company agrees that the annual average compensation for all of the Company's employees at the Facility will be at least equal to or greater than one-hundred thirty percent (130%) of the County average annual wage, in accordance with OAR Chapter 123, Division 690. This requirement may be initially met in any year during the first five (5) years after the year in which operation of the Facility begins, and thereafter is met if the annual average compensation for employees at the Facility for the year exceeds the average wage in the County for the year in which the requirement was initially met.

B. **Fee Payments:** No later than November 15 of each calendar year, the Company shall make payment as follows:

1. **Payments:** Commencing the year in which the Company meets the conditions set forth in Section III C, the Company shall submit an annual fee payment of \$1,200,000.00 for fifteen (15) consecutive years to the Morrow County Assessor, with the payee identified as the CREZ III Board.
2. **Investment in Excess of 105 Percent:** If the Company's investment exceeds one-hundred five percent (105%) of the \$230,000,000.00 provided for herein, the annual payments will increase by a prorated accordingly. For example, if the final investment exceeds this amount by eight percent (8%), the annual payment would also increase by eight percent (8 %).
3. **Payment Reduction Opportunities:** Subject to the approval of the Morrow County Assessor, the Company may make payments to or for the benefit of charities or non-profit entities that benefit any of the Board Entities or their respective residents ("Charitable Payment"). Any payment due under subsection V.B.1 of this Agreement shall be reduced by the amount of the Charitable Payment, up to a total of \$200,000 per year.
4. **Future Bonding:** In the event voters approve a bond issue on or after the effective date of this agreement for any taxing district within the consolidated tax area in which the Facility is located, for each year during which the exemption applies the Company shall pay to the Morrow County Assessor, on or before November 15<sup>th</sup> of each year, an amount equal to one-hundred percent (100%) of the bond tax rate multiplied by the aggregate amount the Company would have been assessed but for the exemption. This amount shall be in addition to any other payments required under this Agreement.
5. **Permit Fees:** The Company is responsible for paying all standard building permit and other permit fees associated with activities performed



pursuant to this Agreement. If the Company has a choice between obtaining an equivalent permit, license, or similar approval from a local governmental entity or a state entity, the Company shall obtain the permit, license, or similar approval from the local governmental entity.

**VI. Obligations of Sponsors:** Sponsors will comply with the following conditions:

- A. Resolutions:** Prior to executing this Agreement, and as a condition therefor, the respective governing bodies of the County and the City agree to adopt resolutions authorizing the tax exemption pursuant to ORS 285C.403(3)(a) and approving and authorizing the execution of this Agreement.
- B. Certification:** Within thirty (30) days of satisfaction of the criteria set forth under ORS 285C.403(3), the CREZ III Board and the Morrow County Assessor will approve and countersign the application submitted by the Company, thereby certifying the Company as eligible for the property tax exemption contemplated by this Agreement.
- C. Tax Exemption:** CREZ III Board and Zone Sponsors hereby set the period of the property tax exemption for purposes of ORS 285C.409(1)(c) to be fifteen (15) consecutive years.
- D. Sponsor Support:** Sponsors agree to support the Company in the Company's efforts to qualify for and obtain other tax incentives in connection with the Facility, including by promptly executing such letters or other documentation of support as may be reasonably requested by the Company, but Sponsors make no warranty with regarding the outcome of such efforts by the Company.

**VII. Termination:** Either party may terminate this Agreement as follows:

- A. By the Company:** If any condition contained in the Agreement fails to be satisfied for any reason, the Company may elect to terminate this Agreement by delivery of written notice of termination to Sponsors. Upon delivery of such notice this Agreement will be of no further force or effect and no party will have any further rights or obligations hereunder, except for obligations owing and unpaid on the effective date of termination.
- B. By CREZ III:** If the Company fails to make any payment required under this Agreement within thirty (30) days of the date such payment is due, or fails to fulfill any other obligation of this Agreement, Sponsor shall provide a written notification of termination to the Company, specifying the nature of the default. If the Company fails to cure the default within sixty (60) days following the date of delivery of such notice, or by such later date as specified by the Sponsors, this Agreement shall terminate. Upon the effective date of termination, this Agreement shall be of no further force or effect and no party will have any further rights or obligations hereunder, except for obligations owing and unpaid on the effective date of termination. Notwithstanding the foregoing, Sponsor may not terminate the Agreement if the Company's failure to pay is due to Sponsor's error.
- C. Mutual Termination Right:** The parties may terminate this Agreement at any time upon mutual written agreement.

## VIII. Miscellaneous Provisions:

- A. **Effective Date:** This Agreement becomes effective on the date it has been signed by all of the Parties.
- B. **Assignment:** Upon written notice to all other Parties and upon written acceptance by the assignee, the Company may assign, its rights and obligations under this Agreement to a new entity without any further consent of Sponsor(s).
- C. **Amendment:** This Agreement may be amended only by a written document signed by all Parties.
- D. **Waiver:** No waiver will be binding on a Party unless it is in writing and signed by the Party granting the waiver. A Party's waiver of a breach of a provision of this Agreement will not constitute a waiver of any other provision or a waiver of a subsequent breach of the same provision.
- E. **Severability:** If any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provision shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.
- F. **Governing Law:** This Agreement is governed by the laws of the State of Oregon without giving effect to any conflict-of-law principles.
- G. **Venue:** Any action, suit, or proceeding arising out of the subject matter of this Agreement will be litigated in courts located in Morrow County, Oregon. Each Party hereby consents and submits to the jurisdiction of any local, state, or federal court located therein.
- H. **Attorney's Fees:** If any action, suit, or proceeding is instituted to interpret, enforce, or rescind this Agreement, or otherwise in connection with the subject matter of this Agreement, including but not limited to any proceeding brought under the United States Bankruptcy Code, the prevailing party on a claim will be entitled to recover with respect to the claim, in addition to any other relief awarded, the prevailing party's reasonable attorney's fees and other fees, costs, and expenses of every kind, including but not limited to the costs and disbursements specified in ORCP 68 A(2), incurred in connection with the arbitration, action, suit, or proceeding, any appeal or petition for review, the collection of any award, or the enforcement of any order, as determined by the arbitrator or court.
- I. **Entire Agreement:** This Agreement contains the entire understanding of the Parties regarding the subject matter of this Agreement and supersedes all prior and contemporaneous negotiations and agreements, whether written or oral, between the Parties with respect to the subject matter contained herein.
- J. **Signatures:** This Agreement may be signed in counterparts. A faxed or emailed transmission of a signature page will be considered an original signature page. At the request of a Party, in addition to a faxed or emailed signature page, the other Party will deliver an original signature page to the requesting party.
- K. **Notices:** All notices and communications relating to this Agreement shall be in writing and shall be personally delivered or sent registered or certified mail,

return receipt requested, or delivered by nationally recognized express courier service. Such notices and other communications shall be effective upon receipt if hand delivered; three (3) business days after mailing if sent by regular mail, and one (1) business day after dispatch by express courier, to the following addresses:

If to Company:

Lamb Weston Inc. PO Box 1900  
Pasco, WA 99302

If to CREZ III Board & Board Entities:

CREZ III Board  
Greg Sweek, Manager PO Box 247  
Heppner, OR 97836

If to Morrow County Assessor:

Morrow County Assessor PO Box 247  
Heppner, OR 97836

IN WITNESS WHEREOF, the Parties, by their respective duly authorized representatives, have executed this Agreement on the date shown below.

**Columbia River Enterprise Zone III**

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
David Sykes, Vice Chair

Attest:

\_\_\_\_\_  
Greg Sweek, CREZ III Manager

**Lamb Weston**

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_

### Cities – We Need Your Voting Delegate for the LOC Business Meeting

As part of the LOC's 98th Annual Conference, the Annual Business Meeting is scheduled for **Saturday, October 14 at 11:30 a.m.** All LOC members are encouraged to attend this public meeting.

At the LOC Annual Business Meeting, city representatives will vote to elect the LOC Board of Directors for 2024. Because each member city is entitled to only one vote in this process, cities are asked to identify a voting delegate **by Friday, September 29**. A link will be sent to all city managers/CAOs to help share their city's delegate with the LOC. Only the named voting delegate will be eligible to vote at the Annual Business Meeting.

This year's meeting will be a hybrid meeting, so members can attend and vote in-person or virtually.

**Contact:** Meghyn Fahndrich, Legal Assistant - [mfahndrich@orcities.org](mailto:mfahndrich@orcities.org)

*Last Updated 8/18/23*

**[View all LOC news](#)**

## Toni Connell

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**From:** Brandon Hammond  
**Sent:** Tuesday, September 5, 2023 1:14 PM  
**To:** Toni Connell  
**Subject:** FW: City Council Resignation

**From:** Isaac Williams <williamsi@cityofboardman.com>  
**Sent:** Tuesday, September 5, 2023 12:41 PM  
**To:** Brandon Hammond <HammondB@cityofboardman.com>  
**Subject:** City Council Resignation

Dear City Manager and Boardman City Council,

I, Isaac Williams as of September 5th, 2023, would like to submit my resignation for my position as Boardman City Councilor. I'm grateful for my time serving the community and all the knowledge and experienced gained. I look forward to seeing the continued prosperity of our wonderful city.

Sincerely,  
Councilor Williams



**BOARDMAN POLICE DEPARTMENT**  
**PATROL STATISTICS (UNAUDITED)**  
**CALENDAR YEAR 2023**

Statistic	Jan.	Feb.	Mar.	Apr.	May	Jun.	July	Aug.	Sep.	Oct.	Nov.	Dec.	Annual Total
Total Incidents	334	323	349	418			342	348					
Calls for Service	178	210	182	253			253	242					
Officer Initiated Incidents	156	113	167	165			89	106					
Traffic Stops	53	29	37	35			25	26					
Other OIA Incidents	103	84	130	130			64	80					
Bus/Building Checks	7	3	5	4			4	6					
Veh/Ped Check	43	38	52	51			44	41					
Total Officer Reports	45	42	48	66			35	49					
Cis Conversion	0	0	0	0			0	0					
Crash	2	3	4	2			0	3					
Felony	4	4	5	10			8	8					
Information Case	5	5	8	14			1	7					
Misdemeanor	16	13	13	18			15	19					
Violation	4	7	6	3			1	4					
Voided	2	1	1	3			0	0					
Unclassified Reports	12	9	11	16			10	8					
Total Misdemeanor & Felony Arrests	11	8	6	11			8	12					
Misdemeanor Arrests	9	8	6	8			4	9					
Felony Arrests	2	0	0	3			4	3					
Total Citations	14	15	12	4			3	13					
Code	0	0	0	0			0	0					
Criminal	2	0	0	0			0	0					
Violation	12	15	12	4			3	13					
Unclassified	0	0	0	0			0	0					
Fis	0	0	1	0			0	0					

Note: Calender year end summary report will project slighty different totals due to RIMS variations.

# Building Department Report

2023

2023 Jan. Feb. Mar. Apr. May Jun Jul Aug Sep Oct Nov Dec Totals

Total Permits Sold 76 35 56 40 45 70 48 74 0 0 0 0 444

## Boardman

Permits Sold	40	8	15	7	19	21	10	30					150
Manufactured Placement Permit	1	0	0	0	2	1	1	1					6
New Home Construction	12	1	2	1	1	2	1	7					27
Multi Family Units													10

## Morrow County(excludes 97818)

Permits Sold	26	14	20	24	16	12	3	8					123
MF Placement Permit	0	1	2	0	0	0	0	0					3
New Home Construction	0	1	0	1	1	2	0	0					5

## Morrow County - 97818

Permits Sold						21	30	24					75
Manufactured Placement Permit						1	0	0					1
New Home Construction						0	0	0					0

## Irrigon

Permits Sold	1	2	5	1	4	6	0	7					26
Manufactured Placement Permit	0	0	0	0	0	0	0	0					0
New Home Construction	0	0	0	0	0	0	0	2					2
Multi - Family (units)			4										4

## State Electrical

	2	6	8	6	1	2	0	0					25
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## Gilliam County

Permits Sold	7	5	8	2	5	8	5	5					45
Manufactured Placement Permit	1	0	2	0	0	0	1	1					5
New Home Construction	0	0	0	0	0	0	0	0					0

Public Works Department

August Monthly Report

Read 1048 meters

Installed 13 radio read meters

204 Willowfork Drive - 2" hot tap for new service

Repaired water leak on NE Front Street

Repaired the dog water fountain at the Doggy Park

Trimmed trees at Columbia Avenue and N Main Street

Repaired sodium hypo chloride tank in the water building

Army Corp site inspection

RHS fence is complete

Swept all the school parking lots in preparation for the new school year

Repaired water leak at 112 Willowfork Drive

Responded to 3 loose dog calls and impounded 1 dog

SOC sampling for Oregon Health Authority

Helped Anderson Perry with monitoring wells

Repaired water fountain by the library

Swept streets around town when time permitted





## City of Boardman

200 City Center Circle  
P.O. Box 229  
Boardman, OR 97818  
Phone: (541) 481-9252  
Fax: (541) 481-3244  
TTY Relay 711  
www.cityofboardman.com

### **City Manager August Report**

To assist with creating a comprehensive report for the month of August I created a list with focal areas which shared the objectives accomplished this past month, as well as future goals:

1. Discussion took place with each council member and Mayor Keefer.
2. A personal discussion took place with each staff member, which was a major focus for this first month. This was a great opportunity to have a more solid understanding of the various departments and the amazing employees of the city.
  - a. The next step will be to establish a **vision and goal** statement for both council and city staff.
3. Community outreach with county commissioners, county admin, Representative Smith, fire district, rec district, health district and other community members.
4. Updated organizational chart (**See attachment A**)
5. Building, Planning and Public Works department is working to create an internal planning process to assist with streamlining our current protocols.
6. The following positions have been given a conditional offer: City Clerk, HR/Payroll, Assistant Planner and Public Works Worker.
7. Strategic Planning and CIP workshop
8. Our safety committee is in the process of updating our safety trainings and establishing committee meeting schedule.
9. Youth advisors—communicated with Mr. Christy, would like direction and parameters.
10. Section 13 of city charter states meetings can be held in locations designated by the council. (**See attachment B**)
11. LOC training established for Sept 19<sup>th</sup>. Thank you for your willingness to attend. An all-staff training will be held following the final staff hire.
12. A discussion was had regarding the possibility of an Urban Renewal Committee training with Elaine Howard...Oct 25<sup>th</sup>?
13. Community Outreach....(This will be a regular section that I will include with each report. This is a way for myself and the council to keep in mind the importance of ongoing outreach to our community and highlight what has been done and will be upcoming for the future.)

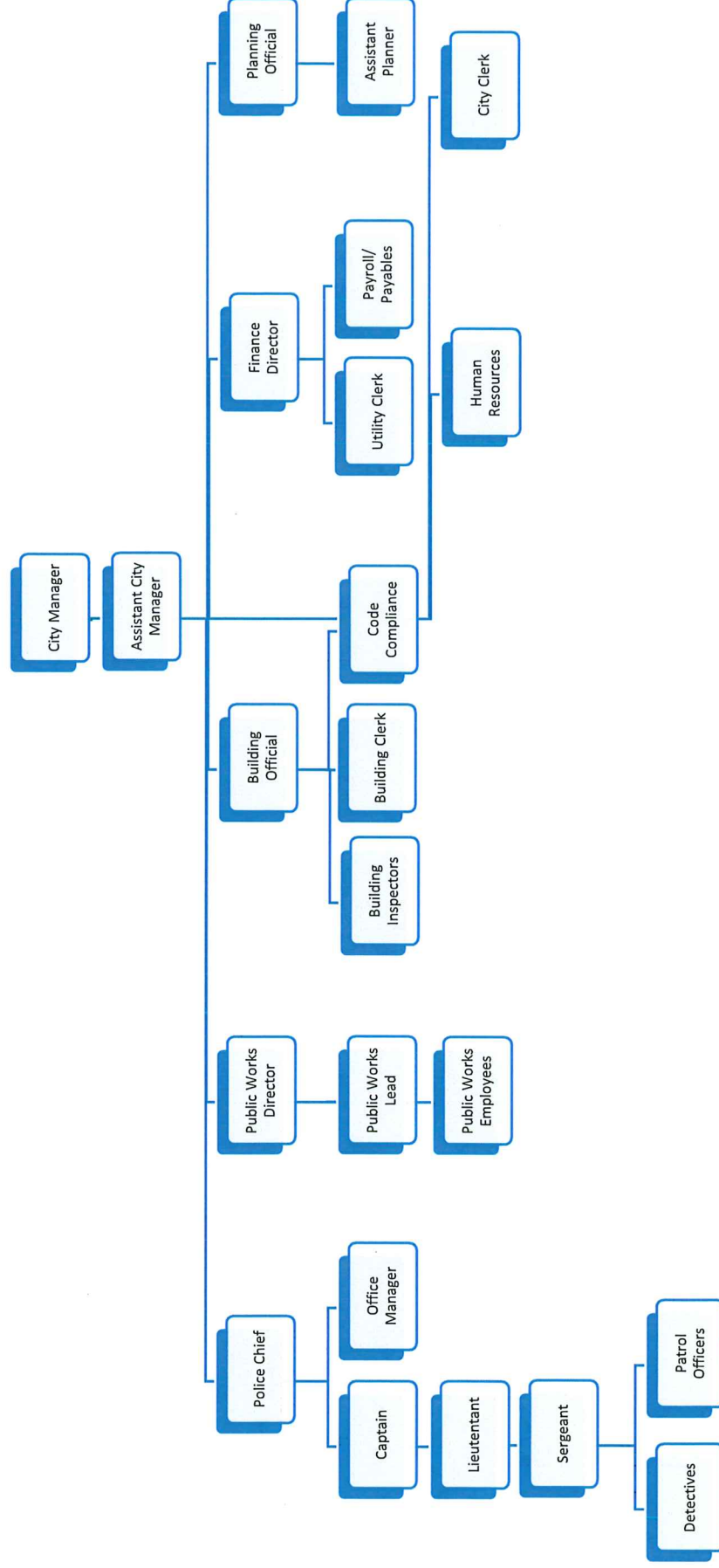
#### Project Update:

1. Septage Receiving Station will be completed this year

2. Bio-solids removal project from lagoon will be completed Sept. 2024
3. IAMP is being discussed to prepare for stoplight at Boardman Ave & Main.  
This is part of the transportation study that is not complete, as ODOT requested additional information.
4. NW Columbia Ave (water/sewer) in design
5. SE Front St (paving/sidewalk) will go out for bid in January
6. Bella Vista sidewalk in progress waiting for Woodhill to reach phase 5
7. Safe school route (Sam Boardman) in progress...survey being conducted and scope of work being created.

ATTACHMENT A

# City of Boardman Organizational Chart



Note: In the event the City Manager is unable to do so, the Chief of Police will exercise the powers of the City Manager due to the City Manager's temporary absence or disability.

Revised September 5, 2023

**ATTACHMENT B**

**City of Boardman Charter:**

- Section 13. - Meetings.

The council shall hold regular meetings at least once a month in the city at a time and at a place that it designates. Regular and additional meetings of the council shall be held in accordance with procedures prescribed by state law and general ordinance. The council shall adopt rules for the government of its members and proceedings.

# TRT 2nd Quarter Report

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APRIL – JUNE 2023

Torrie Griggs

BOARDMAN CHAMBER OF COMMERCE | 101 OLSON RD

## **Boardman Chamber of Commerce**

### **TRT 2nd Quarter Report**

**April – June 2022**

**Quarter Numbers** – This quarter we had 9 new members join the Chamber of Commerce:

- O So Kleen Cleaning Service
- Pine Gate Renewables
- Melisa Claustro with CMG Home Loans
- Rachel Newport - Realtor
- Tidewater
- Walther Farms
- Rowan Green Data LLC, DBA Rowan Digital Infrastructure
- Walmart DC
- Hellman plumbing

As of June 30<sup>th</sup>, 2023, we have 250 members, and we continue to grow our membership with our increased social media and member spotlight via Chamber Talk w/ Torrie. As we grow and maintain our 4 email accounts, on average we receive 35-60 emails per email, per day. Phone calls are increasing as travel is increasing in the region for the summer months, our web-based phone system allows us to receive calls outside of the office during business hours per our personal phones.

The homebuyer's program for April through June has had 15 applications which equaled \$75,000 for second quarter. We look forward to seeing what comes for the rest of the year for the housing developments and the need for this program.

The Business Grant program has so far from April through June received 2 applications. Daisy Lily and Ordnance Brewing. For Daisy Lily the money would go into savings for the business, to be used when need for the business. Ordnance Brewing would use the funds to cover the cost that they used to build their sign.

**Projects** – The chamber was able to purchase a stage that will be used for the 4<sup>th</sup> of July music and entertainment, Music in the Park entertainment, and any other partners events. This was our capital investment for the community. The stage was built by Oregon Trail Homes and the owner donated his time and labor for the construction of the stage, the stage ended up costing the chamber \$20,000 and will be used for many years to come.

**Retail/Development** – BCDA has purchased 2 lots for a retail space that will serve the need of small business locations to allow for new businesses or relocation of other businesses. Business services to our community are very important to keep people living here and draw future residents.

For housing, we have multiple developments happening around the community that will offer different levels of cost to help lower the gap between the number of jobs to the population in Boardman.

**Communications to Members** - We continue to communicate with members to keep them updated on events around our community, mass e-mailings to all our members to share opportunities, job openings, and events, and work to get members informed. One of those sources is a Members Information Center (MIC) page, this is a great tool to expand on their membership value by allowing the member to upload their reps, job postings, news alerts, and business notification information. This continues to be a priority for us to educate our members and remind them of everything we have to offer to bring value to their membership.

### **Constant Contact**

- We have 997 subscribers; this includes 19 new subscribers this past couple of months. We have sent 5,304 emails to our members, they have opened 1,657 (92% Desktop, 8% Mobile), and direct clicks from the emails are 244 (85% Desktop, 15% Mobile).

### **Chamber Social Media**

- Facebook, as of 06/30/2023 we have 2,757 followers, 226 are new followers and reached 44,584K people total, and we have had 13,052 page visits. We do shoutouts for new members, and these always have great feedback. We have even had other chambers & Facebook platforms comment on their pages about how much they appreciate the chamber.
- Instagram, we have 510 followers, 59 new followers and reached 1,273 people, and profile visits 291 times. Our Instagram account has had rapid growth. Our constant post has made our followers grow. There are community members that do say they only follow our Instagram page. It makes us work hard on keeping up with our posts to keep the members up to date, on what's happening at the Boardman chamber.
- Twitter as of 03/31/2022 we have 197 Followers and 3 new followers. Tweets 55, earned 3,410K impressions, profile visits 513. We have acquired more subscribers on the Boardman's Chambers Twitter page, and it continues to grow.
- LinkedIn, as of 06/30/2023 we have 237 followers, 113 are new followers, and page views 198. For the months of April - June, we reached 304 page views, reactions at 700, and reposts at 116. We have been posting daily information and events for our member following.

**Training/Conferences** – I have attended multiple Oregon Economic Development Associations conferences to learn more about ways to support the development of Boardman, find investors that are looking for new locations to build, and to bring this information back to Boardman.

## **Events**

- **Boardman 4<sup>th</sup> of July Celebration 2023** - We would like to thank our Community Sponsors, Music line-ups, Vendors, & Volunteers, for a fabulous 4th of July Celebration! As we are approaching the 4<sup>th</sup> of July, we are working out all the last-minute details so we will be ready for the fabulous event. The stage is almost finished, and it will be branded with the Boardman Chamber logo. Two food trucks signed on to join the lineup of food Vendors. One is a local Member (La Reyna Fruteria), and the second comes from tri-cities that would also be joining Desert View Food Park and becoming a new member at the Boardman Chamber of Commerce (Sam's Funnel Cakes). We will be sharing an amazing professional video of the Boardman Celebration that will be produced by Mario Sepulveda.
- **Boardman Chamber June Luncheon:** For our luncheon, we had a wonderful kick-off to summer at the Boardman Chamber Luncheon on June 21st. We had over 50 guests attending our round table discussion, with businesses sharing upcoming events, projects, needs, and developments. It's always great to hear from our members in the discussion about what's happening or what they are planning for the future. Boardman Chamber CEO Torrie Griggs was able to award 3 Returning Scholar recipients with Scholarships. One of our long-term members Threemile Canyon Farms sponsored the event and gave one lucky member a fabulous gift basket. Boardman Chamber also drew names for 8 beautiful flower centerpieces to take home. Boardman Senior Center Catered and served mouthwatering Lasagna, salad, garlic bread, and strawberry shortcake. We hope everyone who attended had a wonderful time, made connections, and enjoyed the delicious food.
- **RHS Scholarship Recipients:** We had our 2023 Boardman Chamber of Commerce Scholarship Ceremony on May 17th. The students that received the Scholarship were Leslie Lopez, Stephanie Booher, Alexis Lynn Partlow, Perla Rodriguez-Coria, Erika Rodriguez-Coria, Miranda Landeros, Aleydis Torres, Andrea Caldera, April Angel Mendieta, Cielo Angelina Munoz Rosa, Diana Ramirez Rodriguez, Juliet Montes, Alondra Sanchez.



- **Chamber Talk w/ Torrie** – For the months of April through June we had 3 Chamber Talks w/ Torrie. The members that joined us for those months were Boardman Sleep Inn, the Boardman Farmers Market, and Amazon Web Services. In April we featured special guest's General Manager Bob Dayal and Front Desk Manager Shilla Rogel with Boardman Sleep Inn. As well in April we also featured the Board from the Boardman's Farmers Market. The Board Directors of the Boardman Farmers Market are Mark Sowa (President), Joe Taylor (Vice President) & Lisa Ferguson (Market Coordinator).

In June we had on the podcast a special guest Amazon Web Services (AWS). The guest from AWS was David Tanner, Director of Infrastructure Operations Amazon Web Services (AWS). We are happy to provide these Chamber Talks w/ Torrie to the community. It gives the community an insight into what these businesses are doing, what they offer, and what they will be happening in the future. There are more business members that have enquired about joining our Chamber Talk. We look forward to having many of them in future video podcasts.

The Chamber Talk with Torrie videos are available to watch on the Boardman Chambers YouTube Page. They have so far 807 views on YouTube.

- **Workforce Wednesday:** On May 31st we had the second installment of "Workforce Wednesday" With Host Anna Browne Port of Morrow Workforce Development Specialist and Special Guests: Ken Daniel, Executive Director of the BMCC Foundation, and Phil Hamm, Board Chair for the BMCC Foundation. Phil and Ken talked with Anna about the great work the foundation is doing in the region. We learned about how the foundation can offer more than \$260,000 in scholarships to local students this past year. They also shared great information about how to donate and contribute to the foundation and increase funding for additional scholarships.

Any Facebook live that we have for our events, or our members (Chamber Talk & Workforce Wednesday) gets uploaded to our YouTube page. So, the Boardman community can still get the opportunity to watch them.

**Brochure/Marketing Material** – We always make sure that every business has a visitor guide. We deliver our Visitor Guides and brochures to C&D, The Sunrise Café, the River Lodge & Cabins, Boardman City Hall, Boardman Sleep Inn, and POM Riverfront Center. Becky Self our new Executive Director of Partnership/Communications/Marketing and Dalyla Campos Ramos also our new Office Manager have been doing a fantastic job with our website, Facebook, Instagram, LinkedIn, YouTube, and Twitter accounts to share all our information for our members.

**Bi-Monthly E-Newsletter** –This is an informative email to over 997 recipients that allows communications with members and community members to keep everyone informed about events, opportunities, and information about Chamber happenings. We continue to reach out to our members for information to be placed in these communications, so everyone has an opportunity to share their events. We also keep a lookout for member events that are happening in the upcoming month and make sure to add them to our newsletter.

**NM Times /EO Newspapers/Radio** – we continue to send information to allow for members and chamber events to be available across multiple means of sources. We feel it is important to find multiple ways to communicate/advertise/market to our community. In the month of April we were able to include articles for both the 33<sup>rd</sup> Distinguished Citizens Awards Banquet & the 2<sup>nd</sup> Annual Ryan Neal Golf Tournament on the NM Times.

## **Meetings I Attend to Represent Chamber in our Communities**

City Council / BCDA Monthly Meetings / Port Commissioner's - At these meetings I give updates on events of chamber members and BCDA home buyers and business incentive program. We also give number of calls, walk-ins, or emails about chamber matter, BCDA and Economic Development. These are monthly meetings.

Morrow County Commissioners – I have been able to attend these and keep informed on what is happening with our community and county. This is helpful with the economic development for Boardman. These are virtual and are great to have on in the background while I' am still working. The girls can also listen in and be informed on things in our county.

Morrow County Planning Commission – This goes along with the Commissioners meeting, just gaining knowledge of happenings within Morrow County.

EOVA – They had there Bi-Annual in person meeting here in the Community Room at the SAGE Center. Both Breena and I attending this where we were about to get a few updated brochures for our racks. This was a wonderful meeting full of information and insight.

LUGWAMA – I attend these meetings to keep informed on the latest information regarding nitrates in this area and continue to support the Business Coalition with offering residence with filtration systems to lower their nitrate levels that are above 10 ppm.

Thank you for your time.

Kindly,  
Torrie Griggs



LaVonne Griffin-Valade Secretary of State  
Cheryl Myers Deputy Secretary of State, Tribal Liaison  
Kip Memmott Audits Director

#### MUNICIPAL AUDIT LAW CHANGES effective January 1, 2024

You are receiving this letter because you are currently registered as a local government subject to Municipal Audit Law (ORS 297.405 - 297.990). Changes to Municipal Audit Law were enacted during the 2023 legislative session and impact all local governments.

House Bill 2110 A amended Municipal Audit Law; these changes become effective January 1, 2024. You can find more details on HB 2110 A online at

<https://olis.oregonlegislature.gov/liz/2023R1/Measures/Overview/HB2110>. Key changes are listed below.

1. Updated thresholds: Audits are required for counties and school districts and are now required for entities spending more than \$1 million annually — an increase from \$500,000. All other entities may be eligible for an audit exemption. Entities spending less than \$250,000 may be eligible to file a self-prepared report in lieu of audit.

Report Type	Thresholds as of 1/1/24
Audit	> \$1,000,000
AUP	\$250,001 - \$1,000,000
Self-Prepared	≤ \$250,000

2. Agreed Upon Procedures (AUP) reporting: Replacing review reports, AUP reporting directs auditors to perform and report results of procedures specified in the Oregon Minimum Standards (OAR 162-040). The procedures will address certain components of financial reporting, operations, and compliance.
3. Filing fees: As determined by entity spending, increased fees will range from \$40 to \$500.

Spending over	Spending Not Over	Annual Fee
\$0	\$50,000	\$40
\$50,000	\$150,000	\$80
\$150,000	\$250,000	\$150
\$250,000	\$500,000	\$250
\$500,000	\$1,000,000	\$300
\$1,000,000	\$5,000,000	\$350
\$5,000,000	\$10,000,000	\$400
\$10,000,000	\$50,000,000	\$450
\$50,000,000	-	\$500

## Next Steps

The Oregon Administrative Rules and Minimum Standards for Audits and Reviews will be revised to reflect these changes in law. Specifically, the rules will be revised to (1) include a definition of expenditures that will be consistently used to determine the filing threshold and fee, and (2) replace review report guidance with AUP guidance.

Rules will be developed in cooperation with the municipalities, CPAs, and membership organizations. I encourage you to participate in the rulemaking process or provide feedback to our office directly.

## Effective January 1, 2024

Changes to Municipal Audit Law are effective for fiscal years ending on or after January 1, 2024. You'll want to plan and ensure you're prepared for these changes. You can find more information on our website at [sos.oregon.gov/hb2110](https://sos.oregon.gov/hb2110). For timely information and notices related to rulemaking and other Municipal Audit Law topics sent directly to your email, look for the "Stay Connected" heading on the right side of our web page.

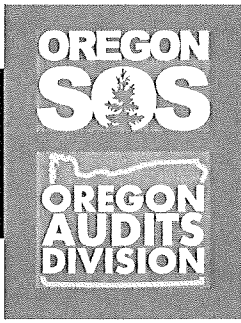
Please contact our office at 503-986-2255 if you have questions about the changes or have suggestions for revising the rules.

Thank you,



Amy John

Municipal Audit Manager  
Secretary of State, Audits Division



LaVonne Griffin-Valade Secretary of State  
Cheryl Myers Deputy Secretary of State, Tribal Liaison  
Kip Memmott Audits Director

August 1, 2023

BOARD OF DIRECTORS

BOARDMAN

PO BOX 229

BOARDMAN, OR 97818

The May election is complete and some of you are new to your official positions. Welcome! And many more of you are returning officials who have been serving your local government for quite some time. Thank you.

We are providing this letter to remind you of your responsibilities as a fiduciary of your local government.

As a governing official, you are a trustee of the local government and must exercise due diligence and oversight to ensure the local government is well-managed and its financial situation remains sound. As a trustee, you also carry some responsibility to ensure compliance with certain laws, rules, and grant or loan covenants.

Municipal Audit Law provides instructions for reports local governments are required to submit annually to the Secretary of State. Annual reporting is important for ensuring local governments are transparent and accountable to the public.

Under Municipal Audit Law (ORS 297.405-297.990), financial reports **must be filed each year** with the Oregon Audits Division. These annual filings must be filed either 90 or 180 days after fiscal year end and require a response to any findings reported by the independent auditor within 30 days of filing. Failure to file annual reports could result in dissolution.

Other areas of responsibility include the following:

1. Government Ethics for Public Officials – ORS 244<sup>1</sup>
2. Public meetings and public records law – ORS 192
3. Local budget law – ORS 294
4. Procurement and contracting – ORS Chapters 279A-C
5. Deposit and Investment of public funds – ORS Chapters 294 and 295

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<sup>1</sup> ORS – Oregon Revised Statutes

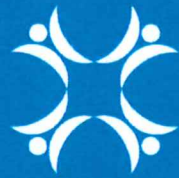
More information and resources to help you understand and comply with these statutes can be found on our website: [sos.oregon.gov/muniofficial](https://sos.oregon.gov/muniofficial)

Please contact our office if you have questions or wish to discuss any of the responsibilities or requirements outlined in this letter or on the linked site. Your role as a government official is an important one to ensure needed services are available and we appreciate your willingness to serve in this capacity.

A handwritten signature in black ink, appearing to read "Amy John", followed by a horizontal line.

Amy John, CPA  
Municipal Program Manager  
Oregon Audits Division





**MORROW COUNTY  
HEALTH DISTRICT**  
Excellence in Healthcare

**In the spirit of acknowledging and celebrating the hard work of all District personnel, the District's leadership team wishes to present to the Morrow County Health District Board of Directors these highlights of the District's FY 2022-23 accomplishments.**

In May of 2023, the board approved a new strategic plan with refreshed mission, vision, and values.

### **Mission**

Bring essential health services to our rural communities that meet the unique needs of the people we serve.

### **Vision**

Be the first choice for quality, compassionate care, and lead the way in promoting wellness and improving health in our communities.

### **Values**

**Integrity** encompassing honesty and consistently adhering to the principles of professionalism and accountability with our patients, fellow employees, and community partners; integrity is at the heart of everything we do

**Compassion** being motivated with a desire to assist patients and staff with empathy and kindness and committed to going the extra mile to ensure patients and staff feel comfortable and welcomed

**Quality** creating standards of performance that surpass ordinary expectations; we want to make this the place where patients want to come, our providers want to practice, and people want to work

**Respect** recognizing and valuing the dignity and uniqueness of everyone; respect creates a work environment based on teamwork, encouragement, trust, concern, honesty, and responsive communication among all employees and our patients

**Financial Responsibility** being good stewards of public funds; considering always whether expenditures are in the best interests of patients and the community; ensuring financial sustainability for the future

## Clinical Services & District Operations



Boardman Immediate Care (BIC) opened as a mobile health clinic in October of 2022. This was truly a group effort involving nearly every department at the District. With the opening of BIC, the District welcomed two new providers; Dr. Lary Stieglitz and nurse practitioner Jennifer Barden. Since opening, BIC has provided services every day of the year with the exception of Christmas and Thanksgiving. The District's strategic plan includes the renovation of the existing building in Boardman to house BIC.

Pioneer Memorial Clinic (PMC) welcomed three new providers; Dr. Rodney Schaffer, Physician Assistant Amanda Roy, and Licensed Clinical Social Worker Rebecca Humphreys.

Irrigon Medical Clinic (IMC) welcomed two new providers; Physician Assistant Justin Cameron and Licensed Clinical Social Worker Terri Dickens.

A remote scribe service was initiated to reduce the documentation burden for clinic providers.

Provider charge dropping was implemented at all clinics, which eliminated a resource-intensive workflow.

Pioneer Memorial Clinic implemented lab collection / blood draws from the clinic.

Ione Community Clinic added an additional day each week for medical appointments.

An ADA accessible ramp was added to the rear entrance of Pioneer Memorial Clinic to improve infection control capabilities during COVID.

Ione Community Clinic, Irrigon Medical Clinic, and Pioneer Memorial Clinic all achieved Tier IV Patient Centered Primary Care Home (PCPCH) status.







Outpatient lab hours were expanded at Pioneer Memorial Hospital to better meet the needs of fasting patients. (7 a.m. – 5:30 p.m.)

Access controls were updated and new security cameras were installed districtwide.

New fiber connections were installed at various District locations and a backup internet service was retained to prevent downtime due to service interruptions.

A new electronic medical record (Thrive) was implemented districtwide.

The new electronic medical record has improved workflows for releases of information, which allows more timely access to records for both patients and providers.

The staffing model in the emergency department changed so providers are dedicated separately to the emergency department and the clinic, which reduced patient wait times and clinic appointment cancellations.

The District hired six additional EMS staff in Irrigon and converted from an on-call EMS model to a fully staffed model for Irrigon.

The EMS program aligned treatment protocols with regional EMS partners.

AED and mock code training was enhanced to include clinics and home health and hospice.

The emergency department implemented patient follow-up phone calls as a partnership between nursing and EMS staff.

Pioneer Memorial Hospital received a three-year recertification of its trauma program.

Pioneer Memorial Hospital implemented a new contract with OHSU for tele-stroke services.

Automated reports distribution was implemented in radiology, which improved timely provider and patient access to radiology reports.

An agreement was implemented with Central Oregon Radiology Associates, which improved turnaround time for reading of images by a radiologist.

The human resources department welcomed 70 new employees during the fiscal year and a new process was developed and implemented for new hire orientation, which has significantly improved the onboarding process.

The days in accounts receivable (days in AR) was under 65 for the entire fiscal year.

The billing for home health and hospice was transitioned to electronic billing, which significantly reduced the turnaround time on payments.

The maintenance department assisted with a remodel and office setup of the annex to create administrative offices and free up clinical space in the hospital.

A new dryer was installed in the hospital for environmental services.

Central supply converted from manual inventory tracking to electronic ordering and tracking.

The dietary department implemented a 5-week menu program with customizable recipes for dietary restrictions. The new menus have been very well received by staff and patients.

All marketing and design activities were moved fully in-house.

## Personnel



Four home health employees received awards from the Oregon Association for Home Care. Jackie Alleman was awarded Volunteer of the Year, Jerry Conklin was awarded Chaplain of the Year, Katilyn Zinter was awarded Home Health Aide of the Year, and Molly Rhea received the Hope Runnel's Award for outstanding leadership, service, and achievement as a pioneer in furthering the scope of home health services in Oregon!

Paola Macias Flores and Nathalie Campos became certified healthcare interpreters.

Katelin Tellechea became a Certified Rural Health Clinic Professional.

Jodi Ferguson became an Emergency Medical Technician (EMT).

MacyPearl Morgan became a registered nurse.

Tonja Lemmon completed OHA Assister and Hospital Presumptive Eligibility training.

Danial Ficek completed the Certified Dietary Manager, Certified Food Protection Professional certification.



# Community

Irrigon Medical Clinic won first place in the 2022 Watermelon Festival parade.

Hospice provided a 13-week Grief Share program free to the community.

Free monthly foot care clinics were offered at home health and hospice.

District staff enjoyed participating in a variety of community events, including:

- Morrow County Fair & Rodeo
- Heppner's St. Patrick's Day Festival
- Lone's and Boardman's Fourth of July Parades
- Boardman's Community Night Out
- Lone Community School's Cinco de Mayo Festival
- Lexington's May Day Parade
- Boardman's Harvest Festival
- Irrigon's Watermelon Festival
- Boardman's Children's Fair
- Lexington's Home Health & Hospice "Zinger" Fundraiser
- Heppner's Home Health & Hospice Shamrock Fundraiser



**Please Sign In**

Date:

9/5/23

[illegible]