

**PRELIMINARY AGENDA
CITY OF BOARDMAN
CITY COUNCIL MEETING
BOARDMAN CITY HALL COUNCIL CHAMBERS
7:00 P.M.
JULY 11, 2023**

- **CALL TO ORDER**
- **FLAG SALUTE**
- **ROLL CALL/EXCUSED ABSENCES**
- **APPROVAL OF MINUTES**
 - March 8, 2023 – City, County, Port Meeting
 - June 6, 2023 – Regular Meeting
 - June 21, 2023 – Special Meeting
 - June 21, 2023 – City, County, Port Meeting
- **FINANCIAL REPORT**
 - Ending April 30, 2023
- **PUBLIC COMMENT**
 - **PREARRANGED PRESENTATIONS**
 - Kalie Davis – Amazon Data Services
 - Mike Lees – Anderson Perry – Construction Update
 - **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**
 - **RESOLUTIONS**
 - 14-2023 – Public Records Requests
 - 15-2023 – City Fee Schedule
 - 16-2023 – Declare Surplus Property
 - **OTHER BUSINESS**
 - Hiring of City Manager
- **DOCUMENT SIGNATURES**
- **REPORTS, CORRESPONDENCE AND DISCUSSION:**
 - **POLICE REPORT**
 - **BUILDING DEPARTMENT REPORT**
 - **PUBLIC WORKS DEPARTMENT REPORT**
 - **COMMITTEE REPORTS**
 - **CITY MANAGER**
 - **COUNCILORS**
 - **MAYOR**
- **ADJOURNMENT**

Upcoming Events:

July 10, 2023 – Music in the Parks – Boardman Marina 7pm – Brady Goss
July 15, 2023 – Grange Breakfast – Greenfield Grange – 7am to 10am
July 19, 2023 – Boardman Planning Commission – City Hall – 7pm
July 24, 2023 – Music in the Parks – Boardman Marian 7pm – One Trick Pony
Senior Lunches every Tuesday & Thursday – Senior Center – 12pm

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.

**JOINT MEETING OF CITY, COUNTY, & PORT MINUTES– MARCH 8, 2023
RIVERFRONT CENTER AND VIA ZOOM**

Port of Morrow Commissioner Joe Taylor called the meeting to order at 5:30 p.m.

City Councilors in Attendance: Paul Keefer, Karen Pettigrew, Brenda Profitt, and Heather Baumgartner

County Commissioners in Attendance: Dave Sykes, Jeff Wenholz, and Roy Drago, Jr.

Port Commissioners in Attendance: Joe Taylor, John Murray, Jerry Healy, Rick Stokoe, and Marv Padberg

Others in Attendance: Eileen Hendricks, Lisa Mittelsdorf, Tamra Mabbott, Berta Vandewall, Mark Patton, Lisa Pratt, Mike Gorman, Morrow C Rez, Erika Lasater, and Heppner Gazette

The City of Boardman gave a report on the projects and plans of the city.

Morrow County gave a report on the projects and plans of the county.

The Port of Morrow gave a report on the projects and plans of the port.

The meeting was adjourned at 6:57pm.

Paul Keefer – Mayor

Jackie McCauley – Acting Recorder

BOARDMAN CITY COUNCIL- REGULAR MEETING MINUTES– JUNE 6, 2023
BOARDMAN CITY HALL COUNCIL CHAMBERS AND VIA ZOOM

Mayor Keefer called the meeting to order at 7:15 p.m. and led the Pledge of Allegiance.

Councilors present: Paul Keefer, Richard Rockwell, Karen Pettigrew, Cristina Cuevas, Isaac Williams, and Brenda Profit

Councilors absent: Heather Baumgartner-excused

Staff: Rick Stokoe-City Manager Pro Tem, Jackie McCauley-Acting Recorder, Loren Dieter-Interim Police Chief, Carla McLane-Planning Official, Rolf Prag-Special Projects Coordinator, and Luis Campos

Audience: Elain Howard-Elaine Howard Consulting, LLC, Brandon Hammond, Lee Docken, Donna Irons, L. Anders, Stephen Fuss, and Torrie Griggs – Boardman Chamber of Commerce

APPROVAL OF MINUTES

May 2, 2023 – Regular Meeting

Councilor Williams made a motion to approved the May 2, 2023 Regular Meeting Minutes as presented. Councilor Rockwell seconded the motion. The motion passed 6-0 with one absence.

May 16, 2023 – Budget Committee Meeting

Councilor Cuevas made a motion to approved the May 16, 2023 Budget Meeting Minutes as presented. Councilor Profit seconded the motion. The motion passed 6-0 with one absence.

May 23, 2023 – Special Meeting

Councilor Williams made a motion to approved the May 23, 2023 Special Meeting Minutes as presented. Councilor Cuevas seconded the motion. The motion passed 6-0 with one absence.

May 23, 2023 – Workshop

Councilor Cuevas made a motion to approved the May 23, 2023 Workshop Minutes as presented. Councilor Profit seconded the motion. The motion passed 6-0 with one absence.

FORMAL PROCEEDINGS

Public Hearing – 2023-2024 Budget

2023-2024 Budget Hearing

Mayor Keefer called the Public Hearing to order at 7:18pm. He announced the purpose of the hearing was to take comment on the 2023-2024 City of Boardman Budget. He announced the conduct of the hearing and asked any commissioners if they wished to abstain from the hearing. There were none. He asked if there was any one who wished to challenge the impartiality of the council. There were none.

Mayor Keefer asked for the staff report. City Manager Pro Tem Stokoe said he would give the staff report as Finance Director Marta Barajas was unable to attend the meeting due to a family emergency. He said the City of Boardman Budget Committee had met on May 16, 2023 with and approved the budget in the amount of \$74,207,368.00. He asked the commission to adopt the 2023-2024 budget.

There were no proponents, opponents, or neutral comments from the public.

Mayor Keefer closed the Public Hearing at 7:21pm.

Resolution No. 10-2023

Councilor Cuevas made a motion to approve Resolution No. 10-2023, a resolution adopting the 2023-2024 City of Boardman Budget as approved by the Budget Committee on May 16, 2023 in the amount of \$74,207,368. Councilor Profit seconded the motion. The motion passed 6-0 with one absence.

PUBLIC COMMENT

Prearranged Presentation – Elaine Howard of Elaine Howard Consulting, LLC

City Manager Pro Tem Stokoe said he had asked Ms. Howard to attend tonight to talk about a new urban renewal district on the north side of Boardman.

Ms. Howard screen shared a presentation regarding the proposed district. She explained how urban renewal districts receive revenue. The revenues are not received by raising taxes. The property owner will pay the same tax as they would without the district. If there is an urban renewal district, the treasurer distributes the taxes in that district differently. Revenues will be from the yearly property tax collections based on growth within the district boundary.

The district will have projects, programs and administration outlined as expenses and there is a spending limit, capped by Maximum Indebtedness. There are population and acreage limitations on Urban Renewal Districts, and limits on increasing the district's size.

The proposed area for the new district is north of I84. A total of 181 acres have been identified. With projects to include: extension of NE Boardman Avenue to Olson Road, improvements along NE Front Street, development of city-owned lots on NE Front Street, encourage development of cemetery-owned lots along NE Columbia Avenue, a traffic device at Main Street and Boardman Avenue, and to encourage development of a new hotel.

She said the timeline on forming a new urban renewal district will be fairly short. The city council could adopt an ordinance forming the district on September 5, 2023 and it could go into effect before October 1, 2023. She will be working with staff to prepare for the next steps in forming this new district.

Other Public Comment

Torrie Griggs – Boardman Chamber of Commerce thanked the council for presenting the information on a new urban renewal district. She announced that the 4th of July parade entries will be cut off in the next couple of weeks. The chamber luncheon will be a business round-table. She invited anyone who wants to participate to register at the chamber's website. The SAGE Center is closed this week for construction. Mayor Keefer asked if the SAGE was adding new electric vehicle charging stations. She said yes, these will be universal charging stations and will be ready to use very soon.

ACTION ITEMS

ORDINANCES

Ordinance 1-2023 – Homeless Camping

City Manager Pro Tem Stokoe explained House Bill 3115 requires the city to provide alternatives for the homeless to get services and shelter. The city has been working with other local communities to get an intergovernmental agreement to provide these services. The homeless camping ordinance is just one piece of meeting the law's requirements. It outlines where and when homeless individuals and families are allowed to camp on city-owned property.

Councilor Rockwell made a motion to approve the first reading of Ordinance 1-2023, in its entirety, an ordinance amending the City of Boardman Municipal Code, creating Title 9, Chapter 9.42, camping activities on city-owned public property for those experiencing homelessness. Councilor Williams seconded the motion. The motion passed 6-0 with one absence.

The second reading and approval of the ordinance will happen in June at a special meeting, not yet decided upon at this time. Acting Recorder McCauley will advertise the meeting when it is scheduled.

RESOLUTIONS

Resolution No. 9-2023 – CREZ II – Police SRO Grant

City Manager Pro Tem Stokoe said this resolution is for the city to be able to receive the funds from CREZ II for the school resources officer program.

Councilor Profitt made a motion to approve Resolution No. 9-2023, a resolution to accept a Columbia River Enterprise Zone II Grant to the Boardman Police Department. Councilor Williams seconded the motion. Mayor Keefer wanted clarified that this was not to pay the SRO, but just to receive the funds. The motion passed 6-0 with one absence.

Resolution No. 11-2023 – Imposing & Categorizing Taxes

Councilor Williams made a motion to approve Resolution No. 11-2023, a Resolution to Impose and Categorize Taxes for the 2023-2024 fiscal year at the rate of \$4.2114 per \$1,000 of assessed value and to levy taxes for bonded indebtedness of \$1,368,781 not subject to measure 5 nor measure 50 limitations. Councilor Profitt seconded the motion. The motion passed 6-0 with one absence.

Resolution No. 12-2023 – State Shared Revenues

Councilor Profitt made a motion to approve Resolution No. 12-2023, a resolution declaring the City's election to receive State Shared Revenues. Councilor Rockwell seconded the motion. The motion passed 6-0 with one absence.

Resolution No. 13-2023 – Appointing Custodial Treasurer

Councilor Williams made a motion to approve Resolution No. 13-2023, a resolution appointing the Morrow County Treasurer as Custodial Officer of the City of Boardman. Councilor Profitt seconded the motion. The motion passed 6-0 with one absence.

OTHER BUSINESS

2021 Audit Report

Councilor Pettigrew said the 2021 audit report was so late due to an issue with the way the broadband project was paid through the Boardman Community Development Association. Prevailing wage was not paid and the city was required to. To rectify the situation, those wages had to be paid. She is happy this audit is done. The city now uses new auditors for its audits.

Councilor Cuevas made a motion to approve the 2021 Audit as prepared by Cockburn & McClintock, LLC. Councilor Profitt seconded the motion. The motion passed 6-0 with one absence.

Liquor License Request – Dollar General

City Manager Pro Tem Stokoe explained the Dollar General is applying for an off-premises liquor license to sell wine and beer. Off-premises means customers purchase the alcohol and take it off premises to consume. Councilor Rockwell made a motion to approve the license and to authorize City Manager Pro Tem Stokoe to sign the application. Councilor Profitt seconded the motion. Councilor Rockwell said this is a standard license any business would want to sell alcohol. The motion passed 6-0 with one absence.

City Manager Recruitment

City Manager Pro Tem Stokoe said he had asked Interim Police Chief Loren Dieter to conduct the background check on Brandon Hammond. Mr. Hammond passed the background check and has accepted the terms of a contract with the city to serve as the city manager. He can start the position on August 1, 2023. Acting Recorder McCauley asked if the council would vote on hiring Mr. Hammond, and outlining the terms of the contract at tonight's meeting or would it be put on the July meeting's agenda. City Manager Pro Tem Stokoe did not believe a vote was necessary, as the city has already voted on the recruitment process, but he would check with the city's attorney to verify. There is still time at the July meeting if a vote is required.

Beautification of Amazon Site

Councilor Rockwell had asked to have this topic on the agenda. He gets questions all of the time as to what the big grey buildings are. He would like to ask Amazon if they would consider beautifying the building by painting them, perhaps with murals. He believes it would beautify the whole community. City Manager Pro Tem Stokoe said he is having discussions with Amazon, however finding a mutually

agreeable mural might prove a challenge. Councilor Pettigrew does not want to bring up the subject with Amazon until the city is able to put in the loop road from Oregon Trail Boulevard to SE Front Street. She likes the grey paint because it lasts a long time without fading.

Councilor Cuevas appreciates the idea and would like more time to process the idea before any action is taken.

Councilor Profitt said perhaps the city codes could give guidance on landscaping requirements. Acting Recorder McCauley said the Amazon site met the development code on landscaping.

REPORTS, CORRESPONDENCE AND DISCUSSION:

Police Report

Interim Police Chief Dieter said May has been the busiest month of the year so far. He attributes it to the good weather and the number of construction projects. The police department is currently reviewing four applicants for the police officer position. They are all non-certified at this time. He hopes to have panel interviews and physicals this month. Officer Shimer's last day is Thursday, June 8, 2023 with the department. The police department is looking for a certified officer to replace him in the SRO position.

Building Department Report

Building Clerk McCauley said the building department launched its new building permit portal in May. This will allow customers to apply online for building permits. So far, the contractors are liking the new system. Councilor Profitt asked on the monthly building permit report, if the Morrow County permits for the month could show how many permits were for the Boardman area separately.

Public Works Department Report

City Manager Pro Tem Stokoe said public works is still keeping busy with their daily duties and other projects as assigned.

City Manager Report

City Manager Pro Tem Stokoe said Public Works Director Kevin Kennedy has retired after 26 years of service, however will stay on long enough to hire someone who has the required certifications the city needs for its utilities. Officer George Shimer has retired after 10 years. Both will be missed.

The building department expansion is coming along and is anticipated to be completed by the end of January 2024. The cost of the building is not from tax revenues, but from building department revenues.

City hall's new generator will be online soon. One weekend in June the building will be without power while they hook it up.

The audio/video system in the council chambers is still being updated.

He is proud of staff for all of their hard work. Brandon Hammond will have a lot to do when he begins his new position in August.

Councilors

Councilor Profitt said there is a Meet & Greet for elected officials at Ordinance Brewing sponsored by Oregon Business Industry.

Mayor

Mayor Keefer wanted to invite everyone to see the new fire station. It was recently completed and the fire department has moved in. They plan to hold an open house on the 4th of July.

Acting Recorder McCauley reminded the council the next scheduled council meeting is on July 4, 2023. There was council consensus to move the meeting to Tuesday, July 11, 2023.

The meeting was adjourned at 9:08pm.

Paul Keefer – Mayor

Jackie McCauley – Acting Recorder

BOARDMAN CITY COUNCIL- SPECIAL MEETING MINUTES– JUNE 21, 2023
RIVERFRONT CENTER - #2 MARINE DRIVE - BOARDMAN

Council President Baumgartner called the meeting to order at 5:46 p.m.

Councilors Present: Heather Baumgartner, Cristina Cuevas, Karen Pettigrew, Brenda Profitt (arrived at 5:48pm), Isaac Williams and Richard Rockwell

Councilors Absent: Paul Keefer – Excused

Staff: Rick Stokoe-City Manager Pro Tem and Jackie McCauley-Acting Recorder

Audience: None

ACTION ITEMS

Ordinance No. 1-2023 – Homeless Camping on Public Property

Councilor Rockwell made a motion to read Ordinance No. 1-2023, by title only, to the second reading. Councilor Cuevas seconded the motion. The motion passed 5-0 with 2 absences. Acting Recorder McCauley read Ordinance No. 1-2023, by title only.

Councilor Profitt arrived at 5:48pm.

Councilor Williams made a motion to adopt Ordinance 1-2023, and ordinance amending the City of Boardman Municipal Code, creating Title 9, Chapter 9.42, camping activities on city-owned public property for those experiencing homelessness. Councilor Rockwell seconded the motion. The motion passed 6-0 with 1 absence.

The meeting was adjourned at 5:49pm.

Paul Keefer – Mayor

Jackie McCauley – Acting Recorder

**JOINT MEETING OF CITY, COUNTY, & PORT MINUTES– JUNE 21, 2023
RIVERFRONT CENTER AND VIA ZOOM**

Morrow County Commissioner Dave Sykes called the meeting to order at 5:30 p.m.

City Councilors in Attendance: Isaac Williams, Cristina Cuevas, Richard Rockwall, Karen Pettigrew, Brenda Profitt, and Heather Baumgartner

County Commissioners in Attendance: Dave Sykes, Jeff Wenholz, and Roy Drago, Jr.

Port Commissioners in Attendance: Joe Taylor, John Murray, Jerry Healy, Rick Stokoe, and Kelly Doherty

Others in Attendance: 20-25 individuals

Morrow County gave a report on the projects and plans of the county.

The City of Boardman gave a report on the projects and plans of the city.

The Port of Morrow gave a report on the projects and plans of the port.

The meeting was adjourned at 6:05 p.m.

Paul Keefer – Mayor

Jackie McCauley – Acting Recorder

CITY OF BOARDMAN
Monthly Council Financial Statement
Period Ending April 30, 2023
Fiscal Year Elapsed 83.33%

FISCAL YEAR 2022-2023

REVENUE

EXPENDITURES

		A	B		C	D	E	F			G	H	I	J
				Revenue		(B+C)	(A-D)	(D/A)				(A-G)	(G/A)	(D-G)
FUND		2022 - 2023	Beginning	Received	Year to Date	Total	Remaining	% of	Expenditures	Year to Date	Unexpended	% of	Fund	Fund
#	Fund Description	BUDGET	Cash C/Over	This Month	Revenue	Revenue	Expectations	Budget	This Month	Expenditures	Budget	Budget	Balance	#
100	General Government	519,080							25,847	259,042	260,038	49.90%		100
110	Public Safety - Police	2,637,945							156,497	1,873,827	764,118	71.03%		110
125	Code Compliance	119,960							8,123	90,519	29,441	75.46%		125
180	Facilities	238,340							36,882	118,734	119,606	49.82%		180
195	Non-Departmental	9,152,825							19,911	6,080,324	3,072,501	66.43%		195
100	GENERAL FUND	12,668,150	3,203,953	225,543	7,821,855	11,025,808	1,642,342	87.04%	247,259	8,422,446	4,245,704	66.49%	2,602,520.3	100
220	WATER FUND	1,020,250	84,426	90,352	1,055,046	1,139,473	(119,223)	111.69%	32,358	652,850	367,400	63.99%	486,783.72	220
230	SEWER FUND	1,187,750	470,804	67,781	664,173	1,134,977	52,773	95.56%	39,692	191,185	996,565	16.10%	943,951.9	230
240	GARBAGE FUND	883,880	268,297	54,267	563,758	832,056	51,824	94.14%	50,755	520,333	363,547	58.87%	311,722.35	240
250	STREET FUND	545,100	194,117	25,596	287,821	481,938	63,162	88.41%	32,759	332,774	212,326	61.05%	149,190.4	250
260	BUILDING FUND	13,475,775	10,179,986	121,072	3,814,839	13,994,824	(519,049)	103.85%	221,523	2,003,120	11,472,655	14.86%	11,991,870.26	260
300	GENERAL RESERVE FUND	5,186,340	3,170,411	15,940	2,105,427	5,275,838	(89,498)	101.73%	0	0	5,186,340	0.00%	5,275,838.27	300
320	WATER RESERVE FUND	2,129,890	1,549,364	8,927	753,108	2,302,472	(172,582)	108.10%	61,171	134,177	1,995,713	6.30%	2,168,294.96	320
330	SEWER RESERVE FUND	2,855,155	2,439,973	9,350	279,714	2,719,686	135,469	95.26%	2,500	215,925	2,639,230	7.56%	2,503,761.27	330
350	STREET RESERVE FUND	4,922,280	2,904,501	13,896	2,182,590	5,087,091	(164,811)	103.35%	11,541	499,142	4,423,138	10.14%	4,587,948.27	350
410	CAPITAL PROJECT FUND	17,481,060	17,214,775	39,228	323,073	17,537,848	(56,788)	100.32%	512,553	5,073,981	12,407,079	29.03%	12,571,825.95	410
510	GO BOND FUND	1,784,080	622,815	1,032	381,301	1,004,115	779,965	56.28%	0	313,566	1,470,514	17.58%	690,549.81	510
520	WATER BOND FUND	6,060	6,102	0	0	6,102	(42)	100.70%	0	6,060	0	100.00%	42.30	520
530	SEWER BOND FUND	0	(1,566)	0	1,566	0	0	0.00%	0	0	0	0.00%	0.00	530
CITY TOTAL		64,145,770	42,307,957	672,985	20,234,271	62,542,228	1,603,542	97.50%	1,212,111	18,365,560	45,780,210	28.63%	44,284,300	
815	CENTRAL URA DISTRICT	2,222,325	129,960	1,307	170,234	300,194	1,922,131	13.51%	0	0	2,222,325	0.00%	300,194	815
819	WEST URA DISTRICT	188,575	99,290	572	85,680	184,971	3,604	98.09%	0	70,000	118,575	37.12%	114,971	819
URA TOTAL		2,410,900	229,250	1,879	255,914	485,165	1,925,735	20.12%	0	70,000	2,340,900	2.90%	415,165	

CITY OF BOARDMAN GRAND TOTALS	66,556,670	42,537,207	674,864	20,490,185	63,027,392	3,529,278	1,212,110.93	18,435,560.33	48,121,109.67	31.53%	44,699,346
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CASH REPORT:

	Amount	as of 4/30/23 Interest Rate
Bank of Eastern Oregon Police	\$5,705	3.75%
Banner Bank Checking	\$81,719	-
Banner Bank Savings	\$247,023	3.97%
Bank of Eastern Oregon	\$198,596	3.75%
OR Government Pool	\$43,372,697	3.75%
CURA Government Pool	\$300,194	3.75%
WURA Government Pool	\$114,971	3.75%
Xpress Online Clearing	\$60,064	-
Bank of Eastern Oregon - Layne	\$136,398	0.10%
Bank of Eastern Oregon - R&G	\$181,977	0.10%
TOTAL CASH	\$44,699,346	
Cash Clearing - Utilities	\$0.00	
Total	\$44,699,346	

Current Month Net Cash Change (No URA) (539,126)

2022-2023 Year to Date Net Cash Change 2,162,138

Budgeted Interfund Transfers

Budgeted Interfund Transfers From:	Budgeted Interfund Transfers To:
100-General Fund (4,640,000.00)	100-General Fund 50,000.00
220-Water Fund (16,000.00)	250-Street Fund 30,000.00
230-Sewer Fund (291,000.00)	300-General Reserve Fund 2,010,000.00
260-Building Fund (18,000.00)	320-Water Reserve Fund 420,000.00
TOTAL TRANSFERS FROM (4,965,000.00)	330-Sewer Reserve Fund 455,000.00
	350-Street Reserve Fund 2,000,000.00
	TOTAL TRANSFERS TO 4,965,000.00

URD Budgeted Interfund Transfers From:

819-West URA District (70,000.00)
TOTAL TRANSFERS FROM (70,000.00)

URD Budgeted Interfund Transfers To:

330-Sewer Reserve Fund 70,000.00
TOTAL TRANSFERS TO 70,000.00



Chamber and BCDA July 2023 Report

- We currently have 249 members and 4 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:
 - *Tidewater*
 - *Rowan Green Data LLC, DBA Rowan Digital Infrastructure*
 - *Walmart DC*
 - *Hellman Plumbing & General Construction*

Boardman Chamber of Commerce Events:

- **Chamber Talk with Torrie:** For our Chamber Talk with Torrie, we will have a guest from Walmart DC talking about their Career Fair and employment benefits. If you are interested to hear more about Walmart DC listen in on **Thursday, July 6th at 12 pm**. It will go live on the Boardman Chambers Facebook Live and will be posted to our YouTube channel after.
- **3rd Quarter Luncheon will be September 20th:** The luncheon will be sponsored by Tillamook. You can register for our luncheon on the Boardman Chamber website. Lunch
- **Boardman's End of Summer Fireworks Celebration will be on August 25th:** The End of Summer Fireworks celebration is the next exciting event that we will be organizing. This will be in collaboration with Community Night Out that spotlights our local first responders.

Past Chamber Events:

- **Boardman's 4th of July Celebration:** Boardman Chamber of Commerce would like to thank the Boardman Marina and Park staff, our community sponsors, music line-ups, vendors, & volunteers, for a fabulous 4th of July Celebration! We could not have had a more perfect day ending with a gorgeous evening with a spectacular fireworks display sponsored by Morrow County Unified Rec District.

- **Boardman Chamber June Luncheon:** We had a wonderful kick-off to summer at the Boardman Chamber Luncheon on June 21st. We had over 50 guests attending and held a round table discussion with businesses sharing upcoming events, projects, needs, and developments. Boardman Chamber CEO Torrie Griggs awarded 3 returning scholar recipients with scholarships. 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 the luncheon. We hope everyone who attended had a wonderful time, made connections, and enjoyed the delicious food.

- **Chamber Talk w/ Torrie - Special guest AWS:** We had our chamber talk and it was very informative. The guest from AWS was David Tanner, Director of Infrastructure Operations Amazon Web Services (AWS) with Host Torrie Griggs. He informed us and the community of all the opportunities AWS offers, like offering local jobs and college course opportunities (Data Center Tech) that help you prepare for a career in AWS with tech jobs in Boardman and other local towns.

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 1st and 3rd Thursday at noon monthly.

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

Member Events

- Desert Lanes is providing a Kids Bowl Free. Kids can register for a summer fun bowling pass. This will go from May 1st through Sept. 30th.
- Boardman Pool and Rec: The pool is back open, follow their Facebook page and website for hours of operations and events.
- Boardman Farmers Market: Located at the SAGE Center parking lot, held every Monday Night going through Sept. 4th from 5 pm – 8:30 pm.
- MUSIC in the Parks: Music in the Park is in full swing and it's in Boardman every other Monday at the Boardman Marina Park. You can find their schedule on their Facebook page.
- Wildhorse Resort & Casino: They have great events happening this summer, for more information go to their website www.wildhorse.com
- Oregon Trail Library District is having adult and kids reading challenges, summer crafts and many more fun activities. Find them on social media for more information.

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. As we complete our budget, we will be partnering with UEC to utilize their revolving loan and grant program.
- Home Buyers Incentive Program – As we approach halfway for the year for the Home Buyers Incentive program, to date, we have paid out \$105,000.00, with 3 applications still pending.

Looking for more information, please visit www.boardmanchamber.org
or call our office at 541-481-3014.



Chamber Talk
w/ Torrie

WAL-MART DC 6037
#stronger together

Join Us

Special Guest: Wal-Mart DC

Walmart Distribution and fulfillment Center, will be discussing workforce opportunities and sharing there up coming Career Job Fair Hiring Event.

Join our Podcast!

The Event Will Be Held On:
Tuesday July, 6th
12 PM - 12:30 PM

Stream on Social Media:
Boardman Chamber
Facebook Live Podcast

BOARDMAN Chamber of Commerce
(541) 481-3014
boardmanchamber.org
101 Olson Rd/PO Box 1
Boardman, Or 97818
info@boardmanchamber.org

WAL-MART DC 6037
#stronger together

(541) 564-4600
careers.walmart.com/
1455 SE Feedville Rd., Hermiston, Or 97818

**CITY OF BOARDMAN OREGON
RESOLUTION NO. 14 - 2023**

**A RESOLUTION OF THE BOARDMAN CITY COUNCIL ADOPTING A CITYWIDE PUBLIC
RECORDS REQUEST POLICY AND REPEALING RESOLUTION NO. 8-2006**

WHEREAS, Oregon Public Records Law (ORS 192.311 to 192.478) requires that a public records policy be in place; and

WHEREAS, the Boardman City Council adopted Resolution No. 8-2006 on September 6, 2005 adopting a public records request policy and fees, and;

WHEREAS, the Boardman City Council wants to update their city-wide public records request policy; and

WHEREAS, Oregon Public Records Law allows the city to establish fees reasonably calculated to reimburse the city for its actual cost of making public records available;

NOW, THEREFORE, BE IT RESOLVED by the Boardman City Council approval of the following Public Records Request Policy:

SECTION 1: General Information. Oregon Public Records Law (ORS 192.311-192.478) gives members of the public the right to inspect and copy public records that are not otherwise exempt from public disclosure. It is the policy of the City of Boardman to respond to public records requests in an orderly, consistent and reasonable manner in accordance with the Oregon Public Records Law. The purpose of this Policy is to:

- Establish an orderly and consistent procedure for responding to public records requests;
- Establish the basis for a fee schedule designed to reimburse the City for the actual costs incurred in responding to public records requests; and
- Inform individual staff and officials of the procedures and guidelines that apply to public records requests.

This City of Boardman Public Records Request Policy addresses the following components:

- Roles and Responsibilities; and
- Public Records Requests

The City shall develop and implement internal processes and procedures that support compliance, deter abuse and detect violations of this Policy.

SECTION 2: Definitions.

2.1 **"City"** refers to the City of Boardman and all employees, appointees and elected officials associated therewith.

2.2 **"Custodian"** refers to the City Recorder or his or her designee mandated, directly or indirectly, to create, maintain, care for or control a public record.

- 2.3 **"Public Record"** has the meaning established in ORS 192.311(4). In general, it refers to any writing containing information relating to the conduct of the public's business, including but not limited to court records, mortgages, and deed records, prepared, owned, used or retained by a public body regardless of physical form or characteristics. A record may be handwritten, typed, photocopied, printed, microfilmed, or exist in an electronic form such as email or a word processing document, or other types of electronic recordings.

SECTION 3: Procedures.

3.1 Public Records Request.

All public records requests must identify the public records requested and be submitted in writing and directed to:

City of Boardman
Attention: Public Record Custodian
P.O. Box 229
Boardman, OR 97818

Note: Requests to create a new record are not public records requests. The City is not obligated under the Oregon Public Records Law to create new public records where none exist in order to respond to requests for information.

3.2 Initial Response to Public Records Request. After receiving a request for a public record, the City will reply to the requester within five business days with one or more of the following responses:

- A statement that the City does or does not have custody of the requested public record(s);
- Copies of all requested public records for which the City does not claim an exemption from disclosure under ORS 192.311 to 192.478;
- A statement that the City is the custodian of some responsive records, an estimate of time in which copies will be provided or inspection will be available, and an estimate of the fees the requester must pay prior to receiving the records;
- A statement that the City is uncertain whether it possesses any requested records and that it will search for the requested records and respond as soon as practicable; or
- A statement that state or federal law prohibits the City from acknowledging whether the record exists and a citation to the relevant state or federal law.

- 3.3 Clarification of Request.** If the City receives an unusual request, or the scope of the request is unclear, the City may request additional clarification before responding to the request. Once the City makes a request for additional information or clarification, its obligation to complete its response to the request is suspended until the requester provides the information or clarification or affirmatively declines to provide additional information or clarification. If the requester does not respond to the City's request for clarification or additional information within 60 days, the City will close the request.
- 3.4 Completed Response Deadline.** Within 10 business days after the date by which the City is required to acknowledge receipt of a public records request, the city will either complete its response to the request, or provide a written statement that the City is still processing the request and provide an estimated date by which the City expects to complete its response. The timeframes established to acknowledge and respond to a request do not apply if compliance would be impracticable due to staffing unavailability, the City's ability to perform other necessary services, or the volume of other public records requests being simultaneously processed. If the City cannot comply with the five-business day acknowledgement or 10- business day response deadlines, the City must complete the public records request as soon as practicable and without unreasonable delay.

SECTION 4: Fees. The Oregon Public Records Law allows the City to recover its actual costs in fulfilling a public records request. If the estimated fee is greater than \$25, the City will provide the requester with written notice of the estimated amount of the fee and request written confirmation. In such instances, the City will not fulfill the public records request until the requester makes a deposit in an amount of the estimated fee. If a requester fails to provide written confirmation of the estimated fees within 60 days of the City's estimate, the city will close the request.

- 4.1 Fee Schedule.** The fees listed below are reasonably calculated to reimburse the City for its actual costs in making the records available, and may include:
- Charges for the time spent by City staff to locate the requested public records, to review the records in order to determine whether any requested records are exempt from disclosure, to segregate exempt records, to supervise the requester's inspection of original records, to copy records, to certify records as true copies and to send records by special or overnight methods such as express mail or overnight delivery;
 - Charges for the time spent by the city attorney reviewing, redacting and segregating records at the City's request;
 - A per-page charge for photocopies of requested records; and
 - A per-item charge for providing CDs, DVDs, audiotapes, or other electronic copies of requested records.

The City's public records fee schedule is as follows:

Copies	8.5x11 Black and white	0.25 cents/page
	8.5x11 Color	0.50 cents/page
	11x17 Black and white	\$1.00/page
	11x17 Color	\$1.50/page
	Nonstandard documents	Actual costs incurred by the City to reproduce them
	CD, DVD or Flash drive	\$20.00 each
Research Fees	Up to 30 minutes	Copy cost only
	30 minutes to 2 hours	Copy cost plus \$25/hour
	Over 2 hours	Employee cost plus overhead
Delivery	The actual cost for delivery of records such as postage and courier fees	
Nominal Fee	\$2.50 per request	
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.	

4.2 Application of Fees. All time for public records requests will be recorded in 10-minute increments. If the requester was required to make a deposit, fees will be debited against that deposit. If the fees are less than the deposit, the City will provide the records along with a refund of the deposit, less the fee. If the deposit is insufficient to cover the entire costs of completing the public records request, or the requester was not required to pay a deposit, the City will generate an invoice for the unpaid costs of completing the public records request. The requester must pay the amount owing before the City will deliver the requested records or make them available for viewing.

SECTION 5: Fee Waivers. Requests for fee waiver or reduced fees may be made in writing to the City's contact address listed above. The City may decide whether to furnish copies without charge or at a substantially reduced fee if providing the records for free or at a reduced cost is of the public's interest.

SECTION 6: Resolution No. 8-2006 is repealed.

SECTION 7: This Resolution is effective immediately upon passage.

Passed by the Boardman City Council this 11th, day of July, 2023.

CITY OF BOARDMAN

Mayor – Paul Keefer

Council President – Heather Baumgartner

Councilor – Cristina Cuevas

Councilor – Karen Pettigrew

Councilor – Brenda Profit

Councilor – Isaac Williams

Councilor – Richard Rockwell

ATTEST:

Jackie McCauley – Acting Recorder

**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 July 11, 2023.

Dated this 11th day of July, 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:

Jackie McCauley – Acting Recorder

Exhibit "A"
2023 CONSOLIDATED FEE SCHEDULE

Effective: 07/11/2023

DEPARTMENT/PROGRAM	COST		ADDITIONAL DETAILS
Administrative			
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.
Animal Control			
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.
\$2,001 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. 16-2023**

**A RESOLUTION DECLARING CITY OF BOARDMAN
PUBLIC PROPERTY AS EXCESS**

WHEREAS, the City of Boardman owns and operates equipment and vehicles; and

WHEREAS, certain equipment which may not have effective use remaining has become excess to the needs for which it was acquired and utilized; and

WHEREAS, in the interest of cost efficiency, equipment which the expense of repair/renovation exceeds the value of the equipment to the operations of the City, are judged by the City Council to best be disposed of.

NOW, THEREFORE BE IT RESOLVED, that the following items of equipment currently owned and operated by the City of Boardman as declared EXCESS and shall forthwith be disposed:

- 2014 Dodge Charger- VIN # 2C3CDXAG8EH158776.

Dated this 11th day, July 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:

Jackie McCauley – Acting Recorder



BOARDMAN POLICE DEPARTMENT
PATROL STATISTICS (UNAUDITED)
CALENDER YEAR 2023

Statistics	Jan.	Feb.	Mar.	Apr.	May	Jun.	July	Aug.	Sep.	Oct.	Nov.	Dec.	Annual Total
Total Incidents	334	323	349	418	498	374							
Calls for Service	178	210	182	253	273	235							
Officer Initiated Incidents	156	113	167	165	225	139							
Traffic stops	53	29	37	35	48	38							
Other OIA Incidents	103	84	130	130	177	101							
Bus/Building Checks	7	3	5	4	3	1							
Veh/Ped check	43	38	52	51	71	54							
Total Officer Reports	45	42	48	66	87	31							
CIS Converstion	0	0	0	0	0	0							
Crash	2	3	4	2	3	1							
Felony	4	4	5	10	7	7							
Information Case	5	5	8	14	9	5							
Misdemeanor	16	13	13	18	16	14							
Violation	4	7	6	3	41	0							
Voided	2	1	1	3	0	0							
Unclaissified Reports	12	9	11	16	11	4							
Total Misdemeanor & Felony Arrest	11	8	6	11	9	13							
Misdemeanor Arrests	9	8	6	8	8	9							
Feony Arrests	2	0	0	3	1	4							
Total Citations	14	15	12	4	7	10							
Code	0	0	0	0	0	0							
Criminal	2	0	0	0	0	0							
Violation	12	15	12	4	7	10							
Unclassified	0	0	0	0	0	0							
FI's	0	0	1	0	1	1							

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

Building Department Report
2023

2023	Jan.	Feb.	Mar.	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
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Total Permits Sold	76	35	56	40	45	70	0	0	0	0	0	0	322
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Boardman

Permits Sold	40	8	15	7	19	21							110
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Manufactured Placement Permit	1	0	0	0	2	1							4
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New Home Construction	12	1	2	1	1	2							19
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Multi Family Units						10							10
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Morrow County(excludes 97818)

Permits Sold	26	14	20	24	16	12							112
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MF Placement Permit	0	1	2	0	0	0							3
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New Home Construction	0	1	0	1	1	2							5
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Morrow County - 97818

Permits Sold						21							21
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Manufactured Placement Permit						1							1
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New Home Construction						0							0
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Irrigon

Permits Sold	1	2	5	1	4	6							19
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Manufactured Placement Permit	0	0	0	0	0	0							0
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New Home Construction	0	0	0	0	0	0							0
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Multi - Family (units)			4										4
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State Electrical	2	6	8	6	1	2							25
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Gilliam County

Permits Sold	7	5	8	2	5	8							35
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Manufactured Placement Permit	1	0	2	0	0	0							3
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New Home Construction	0	0	0	0	0	0							0
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City of Boardman

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

Press Release
For Immediate Release

by: Jackie McCauley – 541-481-9252
Date: June 7, 2023

BOARDMAN CITY COUNCIL CHANGES MEETING DATE IN JULY

The Boardman City Council has changed their July 4, 2023 meeting to Tuesday, July 11, 2023 due to the Independence Day holiday. This meeting will be held at 7:00pm at the Boardman City Hall Council Chambers and will also be available via the video-conferencing service. The meeting link is posted at the city's website at www.cityofboardman.com.

##C of B##



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Press Release
For Immediate Release

by: Jackie McCauley – 541-481-9252
Date: June 8, 2023

CITY OF BOARDMAN CONSIDERS HOMELESS CAMPING ORDINANCE

The Boardman City Council voted to approve the first reading of a homeless camping ordinance during the Tuesday, June 6, 2023 meeting. House Bill 3115, which passed the Legislature in 2021, requires cities make “objectively reasonable” rules about when, where and how people can sit and lie outdoors on public property. The ordinance aims to allow individuals and families who are experiencing the temporary effects of homelessness to camp in relatively safe and sanitary locations while they are actively seeking access to stable and affordable housing.

The council will be scheduling a special meeting in June for the second reading and to consider passage of the ordinance.

In other city business, the council adopted the 2023-2024 budget in the amount of \$74,207, 368.00. They also approved a liquor license for the Dollar General store located at 310 S. Mian Street. Elaine Howard of Elaine Howard Consulting, LLC gave a presentation on a potentially new urban renewal district on the north side of Boardman.

The next regular council meeting will be Tuesday, July 11, 2023.

##C of B##



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Press Release
For Immediate Release

by: Jackie McCauley – 541-481-9252
Date: June 21, 2023

CITY OF BOARDMAN APPOINTS NEW PUBLIC WORKS DIRECTOR

The City of Boardman is pleased to announce the appointment of Rolf Prag to lead the city's Public Works Department. The Department has six full-time employees and serves the city's essential needs in the areas of roads, bridges, and water and sewer utilities for its residents, as well as for those who work and do business within the city. He will be replacing former Public Works Director Kevin Kennedy who retired at the end of May after 26 years with the city's public works department.

Mr. Prag has been working at the city in the position of Special Projects Coordinator since March of 2022. In that position he worked very closely with the public works department, which made him a natural fit to be elevated to this leadership role.

With more than 26 years of public works experience ranging from flood management, water resources, and transportation, to community infrastructure planning, the city is very confident that he will serve admirably to improve the Boardman community while building and maintaining positive relationships with those the city serves.

Prior to joining the city, Mr. Prag worked as the Sites and Utility Supervisor for the Port of Morrow for 26 years. He grew up in Boardman and has also raised his family in Boardman. "I am excited and honored to be selected as the public Works Director for the City of Boardman. The past 16 months working as part of the team has prepared me to step in to this role and hit the ground running. Boardman has been a great place to live and now working for the City of Boardman allows me to give back to this place I call home" Rolf Prag said.

##C of B##



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Press Release
For Release: Immediate

by: Jackie McCauley – 541-481-9252
Date: June 22, 2023

BOARDMAN TO SPONSOR COMMUNITY-WIDE CLEAN UP IN JULY

The City of Boardman will sponsor a community-wide clean-up the month of July. The city has garbage vouchers available, with a fifty-dollar limit, to residents of the City of Boardman. The vouchers are valid during the month of July at Finley Butte Landfill and the North Morrow Transfer Station.

The garbage voucher program encourages citizens to clean up their residences by disposing of yard debris. City residents may pick up their vouchers at Boardman City Hall at 200 City Center Circle beginning June 30, 2023. For more information on this program, call Boardman City Hall at 481-9252.

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