

BOARDMAN CITY COUNCIL- REGULAR MEETING – JULY 20, 2010

Mayor Chet Phillips called the meeting to order at 7:00 p.m. and he led the group in the Pledge of Allegiance. Roll call was taken:

Council present: Jerry Johnson, Randy Yates, LaVern Gertlar, Chet Phillips, Jill Pambrun, Christie Perry, and Steve Doherty

Staff: Karen Pettigrew-City Manager, Jackie McCauley- Acting Recorder, Barry Beyeler, Tom Kligel, Dave Winters, John Zeiler, and Loren Dieter

Audience: Terry Tallman-Morrow County Court Judge, Alexandra Zavis- Los Angeles Times

**APPROVAL OF MINUTES**

Minutes for the July 6, 2010 were unavailable and will be considered at the August 3, 2010 meeting.

**INTRODUCTIONS**

Mayor Phillips introduced Alexandra Zavis of the Los Angeles Times newspaper. Ms. Zavis has been a foreign correspondent for the last 15 years, most recently in Iraq. She is in Boardman doing a story on the refugees living and working in our area.

**PUBLIC COMMENT**

Judge Terry Tallman invited the Council to attend Morrow County Court tomorrow morning at 9am.

**PREARRANGED PRESENTATIONS**

**Department Head Quarterly Reports**

Clerk's Department

City Clerk Lila Killingbeck was unable to attend tonight's meeting, but did prepare a report for the Council packets. City Manager Pettigrew said the Clerk's Department had been busy learning the permit program for the building department. She also commended Utility Clerk Jackie McCauley for stepping up while the City is short one clerk and Ms. Killingbeck is on vacation.

Public Works Department

Public Works Director Dave Winters reported the bollards for the new pedestrian island on S. Main Street will be arriving tomorrow and should be installed shortly thereafter. They will also be installing stick down reflectors on the edge of the pedestrian island to make it more visible to motorists.

Yesterday his department repaired a water line break on Juniper Drive.

A water line to the new Ag Center project was installed on NE Front Street. The paving needs to be finished. The Port of Morrow stubbed out a new water line for future use on N. Olsen Road.

The City crew has been working on the brown spots on the City Center lawn.

Mr. Winters attended a LEPC meeting this morning.

There was discussion about the trucks driving over the curbs along the new S. Main Street Improvement area. Mr. Winters reported they will be painting the curbs to make them more visible. Community Development Director Barry Beyeler said the driveways were widened by 6' from what the City Code currently calls for to accommodate large trucks.

The Council expressed their pleasure with how well the S. Main Street Project turned out.

### Finance

Finance Director Tom Kligel reported he is currently working on the audit and getting ready to start the new fiscal year. He reviewed the latest financial report with the Council. He said the General Fund cash carryover from the 2009-2010 fiscal year was more than anticipated at about \$80,000.

The 2010-2011 General Fund is down \$200,000 due to the Coyote Springs II tax assessment.

The City's insurance provider CIS gave the City a \$14,000 credit for liability insurance savings. He anticipated in the next few years however that will be eaten up in premium increases.

Mr. Kligel said the City is losing tax revenues each year on assessed values at about \$10,000 to \$20,000 a year. State revenues are slowly dropping and franchise fees are decreasing. Also, the City's interest revenue is decreasing.

The City's Reserve funds are down to around 1 million dollars and could easily be used by doing 1 or 2 projects.

The 2011-2012 fiscal year will be tight, and may have to possibly look at cuts to the budget.

Mr. Kligel then reviewed each fund in detail. He feels the City is in great shape now, but there will be a little hard work in the future.

### Community Development

Community Development Director Barry Beyeler reported the Planning Commission is currently working on Chapter 2.1 of the City's Development Code, due to customer's requests for such things as additional conditional uses, building length, paved driveways to rear yard garages, and the use of steel roofing. He anticipates scheduling the first Planning Commission hearing in September for these language changes, and then a recommendation can be forwarded to the Council for their consideration. Mr. Beyeler explained the Type IV decision process.

Mr. Beyeler has just completed a Buildable Residential Lands Inventory. He said there are 60 lots for single family residential available with infrastructure already in place, large parcel single family residential lots totaling 276 acres ready for infrastructure, and 71.5 acres of large parcel zoned for multi-family.

He's received inquiries from 3 or 4 developers regarding the Tri-City Herald's story on the City's Development Incentives Program.

The City's Notice of Intent to apply for Transportation Enhancement Grant has been accepted. The grant will be for the S. Main Street improvements. The City is preparing the application now.

The City's received notice that due to budget cutbacks, the DLCD Economic Opportunity Analysis grant application has been denied. Mayor Phillips would like the City to continue to pursue funding for this study. He will be meeting with economist Bruce Sorte to share ideas as to how to accomplish this study.

### Police Department

Chief of Police John Zeiler reported the calmest 4<sup>th</sup> of July Celebration in Boardman since he's lived here these past 10 years.

This week many in his department are participating in a bi-county police training. This is beneficial training as officers are required to have 84 hours every two years to maintain their certifications.

The new police car is here and is being outfitted for use. Officer Morris will be getting this car.

On Saturday July 31, 2010 the Police Department will be hosting a Child Safety Seat Clinic at City Hall. Officer Tiboni is the organizer of this event.

#### Building Department

Building Official Brett Cook was unable to attend this evening's meeting. City Manager Pettigrew reported the City is starting to see some permit fees from the Zeachem project.

#### **Meeting Recessed at 8:20pm**

#### **Meeting Resumed at 8:30pm**

#### **STRATEGIC PLAN QUARTERLY REVIEW**

Mayor Phillips read the Strategic Plan Vision Statement. He asked the City Manager to review each action item in the plan.

City Manager Karen Pettigrew reported on each Action Plan:

#1 South Main Street – The City's completed S. Main to the BPA line and is having a ribbon cutting ceremony on Friday for the project. The intent to apply for another TE grant has been accepted and soon the City will be applying for more funds.

#2 Oregon Trail Blvd. – The preliminary survey work has been done.

#3 Family Restaurant – The Sunrise Café at Boardman recently opened its doors.

#4 Development Standards – The Planning Commission is working on. The City did not get the grant for the Economic Opportunity Analysis Grant, which would have helped in writing language changes to Chapters 9 and 10 of the City Comprehensive Plan. City Manager Pettigrew said she would like to invite economist Bruce Sorte to speak at a future City, County, Port Meeting.

#5 New Housing – Ms. Pettigrew reported the City has a couple applications for new homes in Boardman. Mayor Phillips said the City received great reviews of our Economic Development Incentives Brochure at a recent symposium. He said the story in the Tri City Herald in generating interest from developers.

#6 Economic Development Staff – The City cannot afford to hire now, but has an Economic Development Committee that has been fulfilling the need.

#7 Complete Development of the Civic Center – There has been no headway on this Action Plan. The Library and the Post Office are not considering relocation at this time. Mayor Phillips asked for this Action Plan to be removed from the Strategic Plan at this time. There was Council consensus to do so. Councilor Pambrun said the developer for the City Center is still interested in developing the properties.

City Manager Pettigrew asked for 2 more Action Items to be added to the Strategic Plan, N. Olsen Road and NE Columbia Avenue improvements. Both roads are in great need of improvements due to the high traffic volume and the new Ag Center Project in that area. The City can apply for grant money and anticipates the County and the Port will lend their assistance on these projects. It was the consensus of the Council to make N. Olsen Road #7 and NE Columbia Avenue #8 of the Action Plans in the Strategic Plan.

#### **ACTION ITEMS**

##### Resolution No. 15-2010 – Transportation Grant

This resolution is to accept the \$94,000 in grant funds for the S. Main Street Improvements the City recently completed. Councilor Pambrun motioned to approve Resolution No. 15-2010, a budget

resolution to accept a Small Cities Stimulus Grant to upgrade South Main Street with sidewalks and curbs. Councilor Perry seconded the motion. Roll call vote was taken: Councilor Johnson-Yes, Councilor Yates-Yes, Councilor Gertlar-Yes, Councilor Pambrun-Yes, Councilor Perry-Yes, Councilor Doherty-Yes, and Mayor Phillips-Yes. Motioned passed unanimously.

## **REPORTS, CORRESPONDENCE AND DISCUSSION**

### **CITY MANAGER**

- League of Oregon Cities Annual Conference is Sept. 23-25<sup>th</sup>. Please let her know who will be attending so the City can qualify for the early-bird registration rate. July 31<sup>st</sup> is the deadline.
- This year's Puncturevine Program has completed. The budgeted \$300 has been spent with 100 bags coming in. Councilor Johnson motioned to spend an additional \$300 on this year's program. Councilor Yates seconded the motion. All were in favor, the motion passed unanimously.
- Love's Travel stop emailed with an update on their project. They say they have never had this much struggle on one of their projects before, but are committed to the project and will not give up.
- Ms. Pettigrew asked to schedule another Economic Development Committee Meeting. The scheduled date will be Monday, August 2, 2010 at 4pm at City Hall.
- Idaho Power is hosting another town hall meeting on July 22<sup>nd</sup>.
- Planning Commission meeting July 21, 2010.
- Ribbon Cutting for S. Main Street Improvements will be Friday, June 23<sup>rd</sup> at 11am.

### **MAYOR**

- Mayor Phillips thanked everyone for their participation in the Strategic Plan Quarterly Review. He said it helps to keep the City focused.
- The Incentives Brochure is a huge success. There are copies in the Capital, Congress and the Senate. Economist Bruce Sorte had some very complimentary things to say about Boardman's marketing programs. He said Boardman is leading the state in ideas for a city's survival. The Mayor said the Tri-City Herald is also willing to help with additional promotions we may need.

**The meeting was adjourned at 9:13pm**

---

Chet Phillips – Mayor

---

Jackie McCauley – Acting Recorder