



CITY COUNCIL MEETING

January 06, 2026 at 7:10 PM

Boardman City Hall Council Chambers

AGENDA

1. **CALL TO ORDER**
2. **FLAG SALUTE**
3. **ROLL CALL/EXCUSED ABSENCES**
4. **APPROVAL OF MINUTES**
 - [A.](#) City Council Workshop Minutes December 2, 2025
 - [B.](#) City Council Meeting Minutes December 2, 2025
5. **FINANCIAL REPORT**
 - [A.](#) Financial Report - November 2025
6. **FORMAL PROCEEDINGS**
 - [A.](#) Public Hearing - Appeal Decision 25-000761 (Dog)
7. **PUBLIC COMMENT**
 - [A.](#) Prearranged Presentation - Morrow County Schools, Boardman
 - [B.](#) Report Only - Chamber/BCDA Report December 2025
8. **ACTION ITEMS - ORDINANCES**
 - [A.](#) Ordinance 1-2026 An Ordinance Amending the Boardman Municipal Code, Chapter 1.20 Code Compliance/Animal Control Program Policies by Amending Section 1.20.030
 - [B.](#) Ordinance 2-2026 An Ordinance Amending the Boardman Municipal Code Title 12 Streets, Sidewalks and Public Places by Amending Chapter 12.04 Sidewalk Construction and Maintenance and Chapter 12.12 Streets and Curbs, and adding Chapter 12.20 Drainage Swale Construction and Maintenance
9. **ACTION ITEMS - RESOLUTIONS**
 - [A.](#) Resolution 30-2025 Adopting Curbside Recycling Service Rates
 - [B.](#) Resolution 1-2026 Declaring Surplus Property - Personal Property
 - [C.](#) Resolution 2-2026 A Resolution Accepting The Sale Proceeds Of The Tower Road Property And Making An Appropriation From Those Proceeds
 - [D.](#) Resolution 3-2026 Establishing Framework for City Committees and Commissions
10. **ACTION ITEMS - OTHER BUSINESS**
 - [A.](#) Election of Council President
 - [B.](#) Appoint 2026-27 Budget Officer
 - [C.](#) Approve 2026-27 Budget Calendar

- D. Budget Committee Members Appointment
- E. Fire Safety Committee Appointment
- F. Port of Morrow Lease Agreement - Kunze Lane
- G. Joint Letter of Intent with Morrow County for Circuit Court Annex

11. 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.

- A. Public Comment - Email D. Anderson

12. DOCUMENT SIGNATURES

13. REPORTS, CORRESPONDENCE, AND DISCUSSION

- A. Police Report
- B. Building Department Report
- C. Public Works Department Report
- D. Planning Department
- E. Committee Reports
- F. City Manager
- G. Councilors
- H. Mayor

14. ADJOURNMENT

Zoom Meeting Link: <https://us02web.zoom.us/j/2860039400?omn=89202237716>

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. Upon request of an individual who is deaf or hard of hearing, accommodations such as sign language or equipment for the hearing impaired must be requested at least 48 hours prior to the meeting. To make your request, please contact the City Clerk at 541-481-9252 (voice), or by e-mail at city.clerk@cityofboardman.com.



CITY COUNCIL WORKSHOP

December 02, 2025 at 6:00 PM

Boardman City Hall Council Chambers MINUTES

1. CALL TO ORDER

Mayor Keefer called the meeting to order at 6:00 PM.

2. ROLL CALL/EXCUSED ABSENCES

Councilors Present: Mayor Paul Keefer, Councilor Heather Baumgartner, Councilor Brenda Proffitt, Councilor Ethan Salata, Councilor Cristina Cuevas, Councilor Richard Rockwell, Councilor Karen Pettigrew

3. REPORTS, CORRESPONDENCE, AND DISCUSSION

A. Rate Analysis

City Manager Hammond introduced Andy Parks with GEL Oregon, Inc.

4. ADJOURNMENT

Mayor Keefer adjourned the meeting at 6:59 PM.

Paul Keefer, Mayor

Amanda Mickles, City Clerk



CITY COUNCIL MEETING

December 02, 2025 at 7:10 PM

Boardman City Hall Council Chambers MINUTES

1. CALL TO ORDER

Mayor Keefer called the meeting to order at 7:12 PM.

2. FLAG SALUTE

3. ROLL CALL/EXCUSED ABSENCES

Councilors Present: Mayor Paul Keefer, Councilor Heather Baumgartner, Councilor Brenda Profitt, Councilor Ethan Salata, Councilor Cristina Cuevas, Councilor Richard Rockwell, Councilor Karen Pettigrew

4. APPROVAL OF MINUTES

A. City Council Workshop Minutes November 4, 2025 – Timestamp 1:10

Motion to approve the City Council Workshop Meeting Minutes November 4, 2025 as presented.

Motion made by Councilor Cuevas, Seconded by Councilor Rockwell.

Voting Yea: Mayor Keefer, Councilor Baumgartner, Councilor Profitt, Councilor Salata, Councilor Cuevas, Councilor Rockwell, Councilor Pettigrew

B. City Council Meeting Minutes November 4, 2025 – Timestamp 1:31

Motion to approve the City Council Meeting Minutes November 4, 2025 as presented.

Motion made by Councilor Salata, Seconded by Councilor Baumgartner.

Voting Yea: Mayor Keefer, Councilor Baumgartner, Councilor Profitt, Councilor Salata, Councilor Cuevas, Councilor Rockwell, Councilor Pettigrew

C. City Council Workshop Minutes November 18, 2025 – Timestamp 1:49

Motion to approve the City Council Workshop Minutes November 18, 2025 as presented.

Motion made by Councilor Salata, Seconded by Councilor Rockwell.

Voting Yea: Mayor Keefer, Councilor Baumgartner, Councilor Profitt, Councilor Salata, Councilor Cuevas, Councilor Rockwell, Councilor Pettigrew

D. City Council Special Meeting Minutes November 18, 2025 – Timestamp 2:09

Motion to approve the City Council Special Meeting Minutes November 18, 2025 as presented.

Motion made by Councilor Baumgartner, Seconded by Councilor Cuevas.

Voting Yea: Mayor Keefer, Councilor Baumgartner, Councilor Profitt, Councilor Salata, Councilor Cuevas, Councilor Rockwell, Councilor Pettigrew

5. FINANCIAL REPORT

A. Financial Report - October 2025 – Timestamp 2:27

Finance Director Barajas gave her report.

6. PUBLIC COMMENT

A. Prearranged Presentation - Morrow County Schools, Boardman – Timestamp 4:44

Students from Sam Boardman and Windy River Elementary Schools gave an update of school happenings.

B. Other Public Comment - Report Only - Chamber/BCDA Report November

7. ACTION ITEMS - RESOLUTIONS

A. Resolution 27-2025 Approving an Agreement Between the Sponsors of the Columbia River Enterprise Zone III and Lamb Weston, Inc. – Timestamp 12:03

Motion to approve Resolution 27-2025 a Resolution approving an agreement between the sponsors of the Columbia River Enterprise Zone III and Lamb Weston, Inc.

Motion made by Councilor Rockwell, Seconded by Councilor Baumgartner.

Voting Yea: Mayor Keefer, Councilor Baumgartner, Councilor Profitt, Councilor Salata, Councilor Cuevas, Councilor Rockwell, Councilor Pettigrew

B. Resolution 28-2025 Declaring Surplus Property - Public Works Vehicles – Timestamp 12:48

Motion to approve Resolution 28-2025 Declaring City of Boardman Personal Property as Excess.

Motion made by Councilor Baumgartner, Seconded by Councilor Salata.

Voting Yea: Mayor Keefer, Councilor Baumgartner, Councilor Profitt, Councilor Salata, Councilor Cuevas, Councilor Rockwell, Councilor Pettigrew

C. Resolution 29-2025 Personnel Policy – Timestamp 14:44

Motion to approve Resolution 29-2025 a resolution of the City of Boardman Adopting a Personnel Policy and repealing Resolution 25-2025.

Motion made by Councilor Baumgartner, Seconded by Councilor Salata.

Voting Yea: Mayor Keefer, Councilor Baumgartner, Councilor Profitt, Councilor Salata, Councilor Cuevas, Councilor Rockwell, Councilor Pettigrew

D. Resolution 30-2025 Recycle Program Fee – Timestamp 17:03

Motion to approve Resolution 30-2025 a resolution adopting curbside recycling service rates.

Motion made by Councilor Baumgartner, Seconded by Mayor Keefer.

Council had discussion.

Motion to rescind the approval of Resolution 30-2025 a resolution adopting curbside recycling service rates.

Motion made by Councilor Baumgartner, Seconded by Mayor Keefer.

Motion to table Resolution 30-2025 a resolution adopting curbside recycling service rates to January 2026.

Motion made by Councilor Baumgartner.

Voting Yea: Mayor Keefer, Councilor Baumgartner, Councilor Profitt, Councilor Salata, Councilor Cuevas, Councilor Rockwell, Councilor Pettigrew

8. ACTION ITEMS - OTHER BUSINESS

A. Planning Commission Appointments - 3 Positions – Timestamp 1:02:10

Councilor Rockwell rescinded himself from discussion and voting due to spouse being an applicant.

Motion to appoint Michael Connell to the Planning Commission.

Motion made by Councilor Profitt, Seconded by Councilor Baumgartner.

Voting Yea: Mayor Keefer, Councilor Baumgartner, Councilor Profitt, Councilor Salata, Councilor Cuevas, Councilor Pettigrew

Voting Abstaining: Councilor Rockwell

Motion to appoint Rod Taylor to the Planning Commission.

Motion made by Councilor Profitt, Seconded by Councilor Baumgartner.

Voting Yea: Councilor Baumgartner, Councilor Profitt, Councilor Pettigrew

Voting Nay: Mayor Keefer, Councilor Salata, Councilor Cuevas

Voting Abstaining: Councilor Rockwell

Motion did not pass.

Motion to appoint Jolene Stensland to the Planning Commission.

Motion made by Councilor Profitt, Seconded by Councilor Salata.

Voting Yea: Mayor Keefer, Councilor Baumgartner, Councilor Profitt, Councilor Salata, Councilor Cuevas

Voting Nay: Councilor Pettigrew

Voting Abstaining: Councilor Rockwell

Motion to appoint Rod Taylor to the Planning Commission.

Motion made by Councilor Profitt, Seconded by Councilor Baumgartner.

Voting Yea: Mayor Keefer, Councilor Baumgartner, Councilor Profitt, Councilor Pettigrew

Voting Nay: Councilor Salata, Councilor Cuevas

Voting Abstaining: Councilor Rockwell

9. OTHER PUBLIC COMMENT – Timestamp 1:12:26

There was none.

A. Public Comment - Farmer's Cup Email 11/28/25

10. REPORTS, CORRESPONDENCE, AND DISCUSSION

A. Police Report – Timestamp 1:12:57

Police Chief Stokoe gave his report.

B. Building Department Report – Timestamp 1:17:23

Building Official McIntire gave his report.

C. Public Works Department Report – Timestamp 1:18:41

Public Works Director Drago gave his report.

D. Planning Department Report – Timestamp 1:23:09

Planning Official McLane gave her report.

E. Committee Reports

F. City Manager – Timestamp 1:26:25

City Manager Hammond gave his report and lead a discussion regarding Noxious Weed and Vacant Lot guidelines.

G. City Manager - Noxious Weed

H. City Manager - Vacant Lot

I. Councilors – Timestamp 1:47:13

Councilors gave comment.

J. Mayor

11. ADJOURNMENT

Mayor Keefer adjourned the meeting at 9:04 PM.

Paul Keefer, Mayor

Amanda Mickles, City Clerk

City of Boardman
Finance Report
As of November 30, 2025

October 2025 Updated Note:

General Fund: The large change in revenues for the month of October 2025 were the receipts of franchise fees of approximately \$767,800 and the Gilliam County contracted planning services fee of \$22,600. The City also received a Community Development Contribution from CREZ III in the amount of \$1,000,000.

November 2025 Notes:

General Fund: November is a busy month for this fund. The City received the bulk of property tax revenues, of approximately \$2,675,000. This is approximately 99% of the property taxes budgeted to collect. We budget conservatively with a 3%-5% uncollectible expectation. Receipts above our budgeted amount would indicate that the uncollectable were less than anticipated. We also received approximately \$33,000 in transient room tax and \$21,800 from state shared revenues.

Garbage Fund: The solid waste disposal invoice was not received timely; therefore, no payment was issued in November to Sanitary Disposal Inc. Next month we will have double payment.

Water Reserve Fund: Payments of approximately \$31,500 were made to Rotschy Inc. for collector well sand removal and to Premiere Excavating of approximately \$208,600 for work on South Main Street and SW Loop Rd Improvements project.

Sewer Reserve Fund: Payments of approximately \$303,600 were made to Rotschy Inc. for work on the Wastewater Sodium Hypochlorite System Improvements, \$46,000 to Anderson Perry for design engineering of the septage receiving station, and \$16,600 to Premiere Excavation for wastewater work of the South Main Street and SW Loop Rd Improvements project.

Street Reserve Fund: Payments were made to Premier Excavation for road work on the S Main St and SW Loop Rd Improvements project of approximately \$378,000, and the remainder were payments to Anderson Perry for their work on the following projects: Collection System Study, NE Front St, S Main Street, SW Front Street (aka SW Loop Road improvements), and N Mains Street Improvements.

GO Bond Fund: The City has received 92.7% of the budgeted tax revenues to make our G.O. Bond payments for this year. CREZ III bond designated payments are anticipated to be received in the first part of 2026, enabling us to make our June 2026 payment timely.

CITY OF BOARDMAN
Monthly Council Financial Statement
Period Ending November 30, 2025
Fiscal Year Elapsed 41.67%

Section 5, Item A.

FISCAL YEAR 2025-2026

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 #	CITY Fund Description	2025-2026 BUDGET	Beginning Cash C/Over	Received This Month	Year to Date Revenue	Total Revenue	Remaining Expectations (over budget)	% of Budget Received	Expenditures This Month	Year to Date Expenditures	Unexpended Budget	Expended Budget	Fund Balance	Fund #
100	General Government	1,073,010							67,210	446,286	626,724	41.59%		100
110	Public Safety - Police	3,634,175							245,768	1,695,829	1,938,346	46.66%		110
125	Code Compliance	152,415							8,756	52,355	100,060	34.35%		125
130	Planning	476,075							27,923	232,371	243,704	48.81%		130
180	Facilities	382,100							24,367	223,193	158,907	58.41%		180
195	Non-Departmental	7,312,225							0	0	7,312,225	0.00%		195
100	GENERAL FUND	13,030,000	1,627,329	2,944,667	5,949,225	7,576,554	5,453,446	58.15%	374,024	2,648,819	10,379,966	20.33%	4,927,736	100
220	WATER FUND	1,779,200	354,770	106,303	671,312	1,026,082	753,118	57.67%	117,868	616,819	1,162,381	34.67%	409,262	220
230	SEWER FUND	1,310,250	144,527	81,021	396,787	541,315	768,935	41.31%	72,993	426,065	884,185	32.52%	115,250	230
240	GARBAGE FUND	1,671,000	453,732	110,639	535,429	989,160	681,840	59.20%	3,184	390,233	1,280,767	23.35%	598,928	240
250	STREET FUND	712,800	452,738	40,113	200,963	653,700	59,100	91.71%	59,918	277,119	435,681	38.88%	376,581	250
260	BUILDING FUND	26,423,100	17,000,001	50,081	2,180,631	19,180,632	7,242,468	72.59%	159,016	1,577,842	24,845,258	5.97%	17,602,790	260
300	GENERAL RESERVE FUND	14,090,000	9,286,602	16,466	111,256	9,397,858	4,692,142	66.70%	92,000	4,831,226	9,258,774	34.29%	4,566,631	300
320	WATER RESERVE FUND	2,074,500	1,545,203	10,823	114,251	1,659,453	415,047	79.99%	262,901	666,844	1,407,656	32.14%	992,609	320
330	SEWER RESERVE FUND	4,825,000	3,237,965	15,939	132,191	3,370,156	1,454,844	69.85%	473,239	841,829	3,983,171	17.45%	2,528,327	330
350	STREET RESERVE FUND	19,095,000	12,860,099	43,568	471,751	13,331,850	5,763,150	69.82%	504,336	1,509,794	17,585,206	7.91%	11,822,056	350
415	CONGRESSIONAL CMTY PJCT FUND	1,575,900	1,545,325	5,559	27,464	1,572,790	3,110	99.80%	0	0	1,575,900	0.00%	1,572,790	415
418	HOUSING INICIATIVE FUND	1,033,000	0	3,520	1,010,950	1,010,950	22,050	97.87%	0	15,000	1,018,000	1.45%	995,950	418
510	GO BOND FUND	1,647,050	264,170	1,079,064	1,084,683	1,348,853	298,197	81.90%	0	0	1,647,050	0.00%	1,348,853	510
CITY TOTAL		89,266,800	48,772,461	4,507,763	12,886,892	61,659,353	27,607,447	69.07%	2,119,480	13,801,590	75,463,995	15.46%	47,857,763	
815	CENTRAL UR DISTRICT	7,946,400	509,323	170,276	178,902	688,226	7,258,174	8.66%	0	0	7,946,400	0.00%	688,226	815
816	NORTH UR DISTRICT	4,314,350	85,160	153,133	154,659	239,819	4,074,531	5.56%	1,060	1,060	4,313,290	0.02%	238,759	816
819	WEST UR DISTRICT	209,125	103,121	625	2,832	105,954	103,171	50.67%	0	0	209,125	0.00%	105,954	819
URA TOTAL		12,469,875	697,604	324,033	336,394	1,033,998	11,435,877	8.29%	1,060	1,060	12,468,815	0.01%	1,032,938	
CITY OF BOARDMAN GRAND TOTALS		101,736,675	49,470,066	4,831,796	13,223,286	62,693,351	39,043,324		2,120,539.48	13,802,649.54	87,932,810.16	15.47%	48,890,702	

CASH REPORT:

SH REPORT:		as of 11/30/25		Current Month Net Cash Change (No URA)		2,388,283	
	Amount	Interest Rate					
Bank of Eastern Oregon Police	\$7,411	4.25%					
Banner Bank Checking	\$621,926	-					
Banner Bank Savings	\$1,566	4.73%					
Bank of Eastern Oregon	\$483,201	5.00%					
OR Government Pool	\$46,072,936	4.57%					
CURD Government Pool	\$688,226	4.57%					
WURD Government Pool	\$105,954	4.57%					
NURD Government Pool	\$239,819	4.57%					
Xpress Online Clearing	\$665,981	-					
Bank of Eastern Oregon - Culbert	\$3,684	0.10%					
TOTAL CASH		\$48,890,702					
Cash Clearing - Utilities		\$0.00					
Total		\$48,890,702					
				Year to Date Net Cash Change		(579,364)	



Outlook

Appeal to Decision #25-000761

From DGB last time <dgbblasttime@yahoo.com>

Date Thu 12/11/2025 12:57 PM

To Amanda Mickles <micklesa@cityofboardman.com>

Cc Brandon Hammond <hammondb@cityofboardman.com>

[You don't often get email from dgbblasttime@yahoo.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

Amanda I would like to be on January council agenda .

Sent from my iPhone

Findings of Fact

City Council Review

DOG24-000050

REQUEST: To appeal the existing Aggressive Dog Classification for the dog known as “Angel” following a dog bite incident.

OWNER: David & Cheryl Bradley
208 Blalock Court
Boardman, Oregon 97818

DOG DESCRIPTION: Dark gray female, American Bully, approximately two years old

CLASSIFICATION: Aggressive

LOCATION: 208 Blalock Court

- I. GENERAL INFORMATION:** The City of Boardman classified the dog know as Angel as an aggressive dog pursuant to Boardman Municipal Code (BMC) Chapter 6.04.020 and 6.04.080 (A) (1) (c) which provide that a dog shall be classified as aggressive if it bites, causes physical injury, or otherwise threatens or endangers the safety of any person or domestic animal. On October 27, 2025, Angel was involved in an aggressive incident with a delivery driver. She bit him and maintained a grip on his leg as he attempted to retreat, effectively dragging her with him until she reached the street, at which point she released her hold. Although the initial attack occurred on her property, Angel was not adequately contained to reasonably prevent incidental contact and left the property. This incident is documented by the Animal Control Official under File No. 25-00761 and Case No. 25-0489 with the Police Department. “Exhibit A”

The following prior incidents involving the dog, Angel, have been documented:

September 20, 2025: Angel exhibited aggressive behavior through a fence and was believed to have killed the neighbor’s cat. (File No. 25-000796) “Exhibit B”

August 4, 2025: Staff responded to a call regarding an aggressive dog reported to be preventing a neighboring resident from safely exiting their home. During the response, staff were unable to safely access the owners property due to the dog barking and growling. Law enforcement was called to provide contact information. (File No. 25-000553) “Exhibit C”.

June 24, 2024: Prior incident involving aggressive behavior through a fence. (File No. 24-000479) “Exhibit D”.

II. APPLICABLE CRITERIA:

6.04.080 – (A-E) Dangerous or aggressive dog.

A. Classification of Levels of Dangerousness of Dogs.

1. A dog shall be classified as aggressive if it bites, causes physical injury, or otherwise threatens or endangers the safety of any person or domestic animal while:
"Aggressive dog" means any dog that has been found to have engaged in any of the behaviors specified in BMC 6.04.080(A)(1).

a. It is at-large;

Angel was found to be at large and to have threatened and endangered the safety of her neighbor by behaving aggressively outside the residence. Her actions prevented the neighbor from safely leaving his home, as she lunged aggressively at the window.

b. It is off the property of the owner and on a physical control device;

Angel left the property after the victim attempted to dislodge her, effectively dragging her while she remained attached to his leg.

c. It is on the property of the owner but not restrained or contained in a manner that would reasonably prevent incidental contact by any person; or

Angel bit a delivery driver, causing physical injury, without any provocation.

d. It is in or on a motor vehicle and not restrained or otherwise physically prevented from reaching any area outside the perimeter of the vehicle.

2. A dog shall be classified as dangerous if:

a. It causes the serious physical injury or death of any person;

b. While at-large or off the property of the owner it kills any domestic animal;

or

c. Causes physical injury to any person after the owner has received notice of the aggressive dog classification because of causing physical injury to a person.

Angel is not being classified as a dangerous dog at this time.

3. A dog shall not be classified as dangerous or aggressive, even if the dog has engaged in these behaviors, upon a determination that the behavior was caused by abuse or torment of the dog, or criminal activity on the part of any victim.

The owners stated that Angel was not taught this behavior and has not been abused or mistreated.

4. No dog shall be found to be dangerous or aggressive if it is a dog trained for law enforcement purposes and is on duty under the control of an officer.

The dog is not trained for law enforcement purposes.

B. Identification of Dangerous or Aggressive Dogs—Appeals—Restrictions Pending Appeal.

1. An officer shall determine whether any dog has engaged in the behaviors specified in subsection A of this section. The determination shall be based upon an investigation that includes observation of the dog's behavior by an officer, or by other witnesses who personally observed the behavior. Observations must be in writing attesting to the observed behavior.

I personally observed Angel's behavior when I responded to a call from a neighbor who reported being unable to leave his residence due to an aggressive dog outside. Upon my arrival, Angel was back in her yard. I attempted to make contact with the owners; however, based on Angel's continued behavior, including barking and growling even after I attempted to offer her a treat. I did not feel comfortable opening the gate to approach the residence. As a result, I contacted the Boardman Police Department to obtain the owners' contact information.

2. The officer shall give the dog's owner written notice by certified mail or personal service that includes;

A classification letter was hand delivered to the owners on Oct 29, 2025 with a File #:25-000761 along with the citation. "Exhibit E".

a. The dog's specific behavior;

b. The dog's classification as a dangerous or aggressive dog; and

c. Additional restrictions applicable because of the dog's classification.

A notice was sent via certified mail, which was refused. Subsequently, when the individuals met with the City Manager, he was able to hand-deliver the notice to them. "Exhibit F".

d. The owner may appeal the officer's decision to the city clerk by filing within ten (10) days of the date the notice was mailed or the owner was personally served, a written request for a hearing with the city council.

The City Clerk did receive this appeal.

C. Regulation of Aggressive Dogs. In addition to complying with all other requirements of this section, the owner of an aggressive dog shall comply with the following by:

1. Restraining the dog to prevent it from interfering with the public's legal access to the owner's property or from reaching any public sidewalk or road or adjoining property;

Proper restraint ensures the dog remains confined to the owner's property, eliminating the risk of unprovoked contact with members of the public, neighbors, and delivery personnel. This directly addresses prior incidents involving the dog being at large and ensures the owners maintain physical control at all times.

2. Notifying the city where the dog is kept and renotify within ten (10) days of any change; and

Timely notification allows the City to maintain accurate records, conduct follow-up inspections if necessary, and ensure ongoing compliance. This requirement also prevents the dog from being relocated without oversight or enforcement.

3. Posting warning signs in a conspicuous place visible from the public sidewalk, the road adjoining the property, or the boundary line of the property where access is provided to the property.

I observed that a "Beware of Dog" sign has since been posted on their fence.

4. The requirements of this section shall apply to any person who is transferred ownership or who keeps an aggressive dog within city limits.

This ensures accountability does not lapse through transfer or relocation and that the dog remains subject to the same restrictions regardless of ownership changes.

D. Euthanasia for Dangerous Dogs. Any dangerous dog causing serious physical injury to a person shall be euthanized. The court may order that any dangerous dog be euthanized in addition to penalties for separate chapter violations.

Angel is not currently identified as dangerous.

E. Dog Owner Regulations. It is unlawful for any person to:

- 1. Be an owner of a dangerous dog;**
- 2. Fail to comply with the requirements applicable to aggressive dogs.**

This provision establishes clear legal consequences for noncompliance, reinforcing the owners' obligation to strictly follow all imposed regulations.

6.04.100 - Impoundment.

...

C. In the event the city determines a dog to be a dangerous or aggressive dog as defined in this chapter, the city may impound the dog from the premises of the keeper of the dog to prevent further attacks on domestic animals or humans.

Following these incidents, the dog remained at the residence and was not impounded.

D. Disposal of an animal by any method specified herein does not relieve the keeper of the dog of liability for violations and any accrued charges.

6.04.090 - Declassification of aggressive dogs.

- A. An owner or keeper of an aggressive dog may file a petition with the city clerk requesting an order declassifying a dog as aggressive if the following conditions have been met:**
 - 1. The dog has been classified for one year without further incident; and**
 - 2. There have been no violations of the animal control regulations; and**
 - 3. All other conditions ordered at the time of classification have been met.**
- B. The city clerk shall forward such petition to an officer who may condition declassification on the following provisions:**
 - 1. The owner or keeper provides the officer with written certification of satisfactory completion of obedience training for the dog classified;**
 - 2. The officer may require the dog owner or keeper to provide written verification that the classified dog has been spayed or neutered.**
- C. If the request is denied. The owner may appeal the officer's decision to the city clerk, by filing within ten (10) days of the date the notice was mailed or the owner was personally served, a written request for a hearing with the city council.**

Should the City Council determine that Angel is aggressive, the information above outlines the process by which the owner may seek removal of that classification.

6.04.030 - Licensing and rabies vaccinations for dogs.

A. No person shall own, keep, or harbor any unvaccinated or unlicensed dog over six months of age within the city unless a licensed veterinary doctor provides written documentation stating reasons the doctor will not vaccinate the dog. In no instance will an unvaccinated or unlicensed dog over one year of age be allowed within the city. The provisions of this section do not apply to animals owned by a licensed research facility or held in a veterinary medical facility or government operated or licensed animal shelter.

The owners have failed to provide the City with an updated rabies vaccination certificate, despite a formal request. The dog's rabies vaccination expired on June 24th of this year. "Exhibit G".

B. All dogs shall be vaccinated against rabies by a licensed veterinarian, in accordance with the latest Compendium of Animal Rabies Vaccines and Recommendations for Immunization published by the National Association of State Public Health Veterinarians.

C. A certificate of vaccination shall be issued to the owner of each animal vaccinated on a form recommended by the compendium. Each keeper of a dog shall also receive a durable vaccination tag indicating the year in which it was issued.

D. 1. Application for a license must be made within thirty (30) days after obtaining a dog over six months of age, except that this requirement will not apply to a nonresident keeping a vaccinated dog within the city of Boardman for no longer than sixty (60) days.

2. Application for a dog license can be made to the city on the city of Boardman dog license application form online via Citizenserve, which includes the name, address, phone and other contact information of the keeper of the dog and the name, breed, color, age, sex and history of the dog. Applicants also shall pay the prescribed licensing fee and provide proof of current rabies vaccination.

E. The standard licensing period shall be for two years. License renewal may be applied for within sixty (60) days prior to the expiration date. New residents must apply for a license within thirty (30) days of establishing residence.

F. A dog determined, by the city or designee, to be a dangerous or aggressive dog as defined by Section [6.04.010](#) of the Boardman Municipal Code shall have a licensing period of six months. Proof of liability insurance or a bond in the amount of ten thousand dollars (\$10,000.00) covering the actions of the dog is required for the length of the licensing period. Failure to renew the license for a dangerous or aggressive dog will be a violation of this code and the keeper of the dog can be issued a citation with penalties which can include humane euthanizing of the dog.

This information was provided to the owners in a letter hand-delivered on October 29, 2025. An updated version was subsequently hand-delivered after they refused to accept the certified letter mailed on December 10, 2025. "Exhibit F".

G. Upon acceptance of the license application and fee, the city shall issue a durable license tag including an identifying number. Both rabies and license tags must be attached to the collar of the dog. Tags must be worn at all times and are not transferable. The city shall maintain a record of all licenses issued.

H. A license shall be issued after payment of a fee in an amount established by resolution of the city council. Persons who fail to obtain a license as required within the time period specified will be subjected to a delinquent fee.

I. The city may revoke any license if the person holding the license refuses or fails to comply with this chapter, the regulations promulgated by the city or any other law governing the protection and keeping of animals.

J. If any applicant is shown to have withheld or falsified any material information on the application, the city may refuse to issue or may revoke a license. The city will attempt to notify the respective license holder by certified mail within ten (10) working days after refusing to issue a license, or revoking any license previously issued.

6.04.130 - Penalties.

Any person violating any of the provisions of this chapter is liable for a citation for a Class B violation consistent with Boardman Municipal Code Chapter 1.16

A citation was issued on Oct 29, 2025, citing:

6.04.060 Owner responsibility (c). No dog shall be allowed to cause a public nuisance. The keeper of every dog shall be held responsible for every behavior of such dog under the provisions of this chapter.

The charges were dismissed due to a clerical error. Although the Honorable Judge Glen G. Diehl indicated that a new citation could be issued, we do not intend to pursue it at this time.

III. ANIMAL CONTROL OFFICIAL RECOMMENDATION: *The Animal Control Official recommendation is a denial of the petitioner's request.*

The City of Boardman is acting in accordance with BMC 6.04.080(A)(1)(c) by classifying the dog, Angel, as aggressive based on the evidence and multiple documented incidents involving the animal. Following these incidents, the dog remained at the residence and was not impounded. A citation was issued but was dismissed solely due to a clerical error. At this time, we are not pursuing the citation. We respectfully request that the owners take this

matter seriously and take all necessary steps to prevent further incidents by fully complying with the assigned regulations.

Should the council deny the appeal, Bradley's need to immediately do the following:

- A. License Angel with the City and every six months thereafter
- B. Provide current rabies vaccination
- C. Angel must wear rabies tag and license tag at all times
- D. Owner must have proof of liability insurance or bond in amount of \$10,000 covering any actions of dog
- E. Dog to be confined by keeper of dog within a secure building, secure kennel or dog run, chained and muzzled or securely fenced and muzzled
- F. When off premises, dog must be leashed and muzzled or muzzled and caged

In addition to complying with all other requirements of this section, the owner of an aggressive dog shall comply with the following by:

- A. Restraining the dog to prevent it from interfering with the public's legal access to the owner's property or from reaching any public sidewalk or road or adjoining property;
- B. Notifying the city where the dog is kept and renotify within 10 days of any change; and
- C. Posting warning signs in a conspicuous place visible from the public sidewalk, the road adjoining the property, or the boundary line of the property where access is provided to the property.
- D. The requirements of this section shall apply to any person who is transferred ownership or who keeps an aggressive dog within city limits

_____

Code Compliance/ Animal Control Official

Date:12/26/2025

Attachments:

- 1. "Exhibit A" File No. 25-000761, Dog Bite Pictures, and Police Report.
- 2. "Exhibit B" File No. 25-000796 September 2025 Incident.
- 3. "Exhibit C" File No. 25-000553 August 2025 Incident.
- 4. "Exhibit D" File No. 24-000479 June 2024 Incident.
- 5. "Exhibit E" First Letter of classification.
- 6. "Exhibit F" Second Letter of classification.
- 7. "Exhibit G" Expired Rabies Vaccine on File

CODE CASE**FILE #: 25-000761****208 BLALOCK CT BOARDMAN OR 97818****Dog bite at 208 Blalock Court****Created on 10/28/2025 by Norma Ayala**

10/27/2025 at 5:43pm I was called by Dispatch to assist an officer at 208 Blalock Court for a dog bite. Upon arrival Officer Pratt was on scene with the dog owners. The owners greeted me and told me that Angel bit a delivery guy. They did notify me that she was on her property and asked if I would like to see the video. They proceeded to show me the video and what I witnessed was the delivery guy walking down the driveway and setting down a package outside of their gates, while this was happening angel the dog was running towards him while inside the gate. Somehow, she makes it out of the gate as he turns around and starts walking away, he sees that she is now behind him running so he begins to run off, you can hear him screaming and that is when you see her biting his leg as he goes down and gets back up. It was not very clear to see when she let go but he was able to get back up and run off. There were witnesses there in the video telling the boy to get into their car. After watching the video and speaking to the owners. I went and spoke to the victim and he mentioned he was going to be okay, I started to question him about what happened and he said that he thought that the people that had pulled alongside the cul-de-sac were the owners of the dog and he thought that they would have the dog calm down but that didn't happen and he realized that they were not the owners once he got bit. I was about to ask for all his information when Officer Pratt stopped me and said he had all of that he could pass on to me. At that point I felt all I could do was to apologize for the dog's behavior and Officer Pratt gave him his card and we went on our way.

Angel was on her property but unprovoked. She did cause skin laceration, and the ambulance was called. Considering that this is the second time that I have been called out for this dog's aggressive behavior, one of which was not on her property, I will be issuing a citation in accordance with our City Ordinance of dog as a public nuisance and will be classifying her as aggressive since this is the second incident of aggression.

10/28/2025 I called the young man that was attacked to see how he was doing. He said he is doing okay, and he did mention that he does not want to press charges. I told him that I would follow up with him next week to see how he is doing.

11/4/2025 I called Cesar to see how he was doing, he said most of the wounds have closed but that there is still one that has not recovered as quickly as the others. He also asked what it would mean if he pressed charges against the owners, he wanted to know what the process was, so I directed him to call the police department and find out. I asked him to call me back if he decided to press charges. He mentioned that the only reason he was not pressing charges was because he does not know what it would require him to do, he just doesn't want to spend time coming to court. Again, I did ask him to get ahold of the police department so they can answer the question as I don't know what that process would look like.







200 CITY CENTER CIRCLE BOARDMAN, OR 97818 541-481-6071
VIOLATION REPORT

Section 6, Item A.

OFFENSES	F/M A/C Offenses (A/C - Attempt/Completed)				Date Occurred		Time Occurred		Incident #			
	V BMC 6.04.060 Dangerous or Aggressive Dogs				10/27/2025		1741		2510270234			
					Date Reported		Time Reported					
					10/27/2025		1741					
					Related Cases							
					Date Printed		Time Printed		Printed By			
				11/18/2025		14:49:07		BPD23878R				
				Latitude		Longitude						
				45.831169		-119.707714						
Location				Beat	Area	Disposition				Dispo Date		
208 Blalock Ct, Boardman, OR 97818					250801	Open				10/27/2025		
Location Type		Location of Entry		Method of Entry		Point of Entry		Alarm System		Means of Attack (Robbery)		
Victim				Drivers License		Cell Phone		Email				
Pantoja Hernandez, Cesar												
Residence Address				Notified of Victim Rights		Residence Phone		DOB		Age	Sex	Race
				No						21	M	H
Business Name and Address						Business Phone		Height		Wt	Hair	Eyes
Assistance Rendered/Victim Disposition						Transporting Agency		Means of Attack (Assaults)				
Description of Injuries						Other Information						
Witness				Drivers License		Cell Phone		Email				
Covarrubias, Beatriz												
Residence Address						Residence Phone		DOB		Age	Sex	Race
										35	F	H
Business Name and Address						Business Phone		Height		Wt	Hair	Eyes
								5' 1"		150	BRO	BRO
Suspect						Action Taken		Charges				
Bradley, David Glenn								DOG				
Residence Address						Residence Phone		DOB		Age	Sex	Race
										55	M	W
Business Name and Address						Business Phone		Height		Wt	Hair	Eyes
								5' 11"		380	BLK	BRO
Identifying Features						Cell Phone		Drivers License		Arrest Number		
Aliases						CII						
Dave Bradley						07862542						
VEHICLES	Status		Vehicle Make and Model			License/State		VIN		Val Damgd		
OFFICERS	Prepared By		Date	Assisted By		Approved By			Date			
	BPD38726 - Pratt, Mark		10/27/2025			BPD33862 - Dieter, Loren			11/10/2025			
Routed To		Date	Routed To		Date	Notes						
Boardman City Code Enforcement		11/18/2025										

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200 CITY CENTER CIRCLE BOARDMAN, OR 97818 541-481-6071
VIOLATION REPORT

Page 2

Section 6, Item A.

Mentioned/Contacted Bradley, Cheryl Kehaulani		Drivers License [REDACTED]	Cell Phone	Email			
Residence Address [REDACTED]		Residence Phone [REDACTED]	DOB [REDACTED]	Age 53	Sex F	Race W	
Business Name and Address		Business Phone	Height 5'3"	Wt 300	Hair BRO	Eyes BRO	

CONTROLLED DOCUMENT - DO NOT DUPLICATE



24

BOARDMAN POLICE DEPARTMENT

Section 6, Item A.

200 CITY CENTER CIRCLE BOARDMAN, OR 97818 541-481-6071

NARRATIVE**Narrative**

On 10-27-25 hours, Dispatch advised me to respond to 208 Blalock Court reference to an Amazon driver who was bitten in the leg by a dog, and the dog was not yet secure, so the caller was unable to reach the Amazon driver.

I advised Dispatch to send EMS.

I arrived on scene at approximately 1745 hours. I activated my body camera. A female, Covarrubias, contacted me and reported she saw the Amazon driver trying to complete a delivery (at 208 Blalock Court). Covarrubias said when the driver walked up to the fence, alongside of the truck, a pit bull chased the driver, and was "on his leg, getting him." Covarrubias told me the dog was "attached to his leg." Covarrubias said everyone was yelling, and the dog let go, and the dog tried to bite the driver again. Covarrubias said they were yelling for the dog owners to come out. As I was speaking with Covarrubias, I noticed Cheryl Bradley exit her residence, and Covarrubias stated she (Cheryl Bradley) just came out.

I made contact with the Amazon driver, who was in the back of a BFRD ambulance. I advised the Amazon driver, Pantoja Hernandez, I was recording. I noticed multiple bite marks on Pantoja Hernandez's right leg, just below the knee. Pantoja Hernandez told me he was delivering a package to 208 (Blalock) and he thought he saw the door open, and possibly the owner. Pantoja Hernandez told me he was in the driveway when he saw the gate was open and he saw a black dog. Pantoja Hernandez said he was hoping the dog was friendly. Pantoja Hernandez described the dog as a black Pit bull. Pantoja Hernandez told me the dog came at him two different times, biting him.

I photographed Pantoja Hernandez's injuries and provided him with a businesses card with the assigned case number.

I made contact with Cheryl and David Bradley at their residence, 208 Blalock Court. I advised them I was recording. They both told me the neighbors told them what happened and they had just watched the incident on their security camera system. David told me the dog got out from the gate, on their property. I was told the dog's name was "Angel" and it was a black colored American Bully. David told me the dog was not yet licensed with the City, and it was 8 or 9 months old. I explained to the Bradley's the dog needed to be quarantined for a period of ten days in case of disease transmission. I also explained to them the Code Enforcement Officer was going to be making contact with them as well.

David told me he swore the gate was closed, and the dog never left their yard. Cheryl offered to show the security camera footage from their camera system. I watched the video on Cheryl's cell phone, which showed Pantoja Hernandez walking along the north side of their driveway, alongside a vehicle, and when he neared the gate Pantoja Hernandez quickly backed up and started screaming. The video showed Pantoja Hernandez making it out into the roadway, before a black colored dog let go of Pantoja Hernandez.

Boardman Code Enforcement Officer Ayala responded to the scene and made contact with the Bradleys. She advised them she would research City code and be in contact with them the following day. She also made brief

Prepared By:

BPD38726 PRATT, MARK

Date:

10/27/2025

Approved By:

BPD33862 DIETER, LOREN

Date:

11/10/2025

[X] BODY CAMERA RECORDED

contact with Pantoja Hernandez.

Boardman Code Enforcement Officer Ayala and I discussed labeling the dog as a dangerous dog, under the City code. Upon returning to BPD, I read the City code, and under BMC 6.04.060, the dog by definition can be labeled as an aggressive dog, and if Pantoja Hernandez's injuries result in "serious physical injury" it would fit under the dangerous dog definition.

Officer: Lt. Pratt

DPSST: 38726

Boardman Police Department

CODE CASE**FILE #: 25-000796****206 BLALOCK CT BOARDMAN OR 97818****206 Blalock CT neighbor's dog possibly killed cat through the fence****Start Date of 09/22/2025 by Norma Ayala**

09/20/2025 Complainant sent a text to the Code phone on this day about an incident that happened with his cat and possibly the neighbor's dog Angel. An image of his text has been uploaded in the documents. My reply to him was to call the police at this point to file a report. Speaking with the police department there was nothing on their end that they could do because it was all speculation.

Hi Norma, I am reaching because there was an incident. Where the Bradley's dog killed my cat, looks like the dog tried biting through the fence again and got him, not sure what day it happened, only that I was cutting my grass and saw him by the fence while cutting the yard today. I have pictures and videos I'll send here soon. Just wanna know what the process would be either to get rid of that dog, or for them to start rebuilding the fence?



CODE CASE**FILE #: 25-000553****208 BLALOCK CT BOARDMAN OR 97818****Aggressive dog will not let the neighbor out of his house, trying to get at him through his window.****Created on 08/05/2025 by Norma Ayala**

8/4/2025 Got a call from dispatch that there was an aggressive dog right outside his house and the dog was not letting him get out of his front door. Went out to the residence and the dog was already back on her property. He showed me a video of the dog being aggressive right outside his window so I decided to go speak to the owners about the dog. I walked over to their gate and the dog ran towards me and started growling so I turned around and called dispatch to send an officer so I can get the owners phone number since I am unable to get on their property. BPD showed up. Got his Number (David) his wife then came out and got aggressive with me and officer way had to step in on the conversation.

8/4/2025 Angel is an aggressive dog that was at the neighbors residence at 206 barking and growling at him through his window and not able to leave his home. The dog owners refuse to believe that the dog being on someone else's property is their fault. They said that their neighbor needs to fix the fence in order for their dog not to go into his yard. We advised that they are the owners of the dog and they are they ones that need to make those adjustments to the fence so their dog does not get out again or there will be a citation issued. They will be cited if there is further contact from Angel.

8/4/2025 The dog owner David said that he has boards to put up on the fence but the neighbor wont allow him to put nails through his fence. I asked if the neighbor agrees for him to nail the boards onto his fence so that his dog can stay inside their property if he would do it, and he agreed. At the request of the dog owner I spoke to the home owner and he agreed to let him nail his boards onto his fence, on the dog owners side. The dog owner said that he would nail them to the home owners side not his side. BPD and I all said to him that it has to be done on his side not the home owners side. He then walked away and put his hands up ending the conversation.

8/11/2025 Owner has boarded up a few of the areas that needed it. I did advise the owner that it is his responsibility to keep their dog in their yard and not the neighbor responsibility to fix his fence to keep the dog out of his yard.



CODE CASE**FILE #: 24-000479****206 BLALOCK CT BOARDMAN OR 97818****A Pitbull was be aggressive trying to bit throw the fence.****Created on 06/24/2024 by Orayda Campos**

6/24/24 Got a call from dispatch about a call they got during the weekend. There was a dog being aggressive trying to bit throw the fence.

6/24/24 Called RP to see what had happened during the weekend. He was putting up some cameras and the neighbors dog was being aggressive trying to bit throw the fence. They had to up there feet on the fence so they would not be able to get throw. RP sent me some videos on my email of the dog.

6/24/24 Spoke to the David and 2 other persons about the dog biting the fence. They said there dogs are not aggressive only if provoked. The fence belongs to RP they can't do anything about it. They have told them to fix the fence but haven't. They have put rocks and boards on the fence to stop the dogs from going over to there side.

6/26/24 Called Jesus and gave him an update. Let him know that his neighbors will try and have the dog stay away from the fence or keep him inside. Also asked if he know who the owner is of the fence since it was in bad shape. He thinks it's the owner on 208 but was not sure. He will come into city hall and see if there was a permit for the fence in the past to maybe have an idea who might be the owner.



Exhibit E

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

Classifying Dog as Aggressive and A Public Nuisance (ANGEL)

October 29, 2025

BRADLEY, DAVID G & CHERYL K
208 SW BLALOCK CT
BOARDMAN OR 97818-9710

File #:25-000761

This letter is to inform you that your dog Angel (Black Pit Bull X) is being declared Aggressive and a Public Nuisance by the City of Boardman as of this date.

6.04.060-080- Dangerous or aggressive dog

1. Classification of Levels of Dangerousness of Dogs.

A. A dog shall be classified as aggressive if it bites, causes physical injury, or otherwise threatens or endangers the safety of any person or domestic animal while:

1. It is at-large;
2. It is off the property of the owner and on a physical control device;
3. It is on the property of the owner but not restrained or contained in a manner that would reasonably prevent incidental contact by any person; or
4. It is in or on a motor vehicle and not restrained or otherwise physically prevented from reaching any area outside the perimeter of the vehicle.

6.04.010- Definitions, defines Public Nuisance to be a dog who:

- A. Bites a person;
- B. Chases or menaces persons or chases vehicles on premises other than premises occupied exclusively by the keeper of the dog;

- C. Damages or destroys property of persons other than the keeper of the dog;
- D. Scatters garbage on premises other than premises occupied exclusively by the keeper of the dog;
- E. Trespasses on private property of persons other than the keeper of the dog;
- F. Disturbs any person by frequent or prolonged noises;
- G. Is a female in heat and running at large; or
- H. Injures or kills a domestic animal as defined in ORS 167.310

As Angel has been found to have bitten on October 27, 2025 (Case 23-0363), the City of Boardman is taking reasonable precautions to avoid any further attacks on people or domesticated animals. These precautions shall include restrictions set by the City which are as follows:

- A. Dog must be licensed with the City every six months
- B. Dog must have current rabies vaccination
- C. Dog must wear rabies tag and license tag at all times
- D. Owner must have proof of liability insurance or bond in amount of \$10,000 covering any actions of dog
- E. Dog to be confined by keeper of dog within a secure building, secure kennel or dog run, chained and muzzled or securely fenced and muzzled
- F. When off premises, dog must be leashed and muzzled or muzzled and caged
- G. Regulation of Aggressive Dogs. In addition to complying with all other requirements of this section, the owner of an aggressive dog shall comply with the following by:
 - A. Restraining the dog to prevent it from interfering with the public's legal access to the owner's property or from reaching any public sidewalk or road or adjoining property;
 - B. Notifying the city where the dog is kept and renotify within 10 days of any change; and
 - C. Posting warning signs in a conspicuous place visible from the public sidewalk, the road adjoining the property, or the boundary line of the property where access is provided to the property.
 - D. The requirements of this section shall apply to any person who is transferred ownership or who keeps an aggressive dog within city limits.

You also have the option of having Angel re-homed outside of city limits if you wish to receive a citation or want these restrictions for your dog. If you do choose this option, the person who takes the dog would need to be aware of the dog's history and I would need to verify that the dog is outside of city limits.

Deadline to comply with these restrictions is 11-12-25. If you have any questions, please feel free to contact me.

Norma Ayala

Code Compliance & Animal Control

(541) 481-9252 - Office

(541) 676-5317 - Dispatch

www.citizenserve.com/boardman

PO BOX 229 Boardman OR 97818

**Classifying Dog as Aggressive
(ANGEL)**

December 10, 2025

Cheryl & David Bradley
208 SW Blalock CT
Boardman, OR 97818-9710

File #:25-000761

This letter is to inform you that your dog Angel (Dark Grey American Bully) is being declared as aggressive by the City of Boardman. Boardman Municipal Code Chapter 6.04.020 and 6.04.080 (A) (1) (c) states a dog shall be classified as aggressive if it bites, causes physical injury, or otherwise threatens or endangers the safety of any person or domestic animal. As Angel has been found to have acted aggressively on 10/27/2025 when she bit a delivery driver. Although the dog was on her property, she was not contained to reasonably prevent incidental contact. (File # 25-000761). Prior documented cases include the following: 9/20/2025 Aggression through a fence, (File # 25-000796). 8-4-2025 I tried to go onto the property, after a call about an aggressive dog was made. Angel started barking and growling at me when I tried to make contact with owners, (File # 25-000553). Prior aggression through fence on 6/24/2024 (File #24-000479).

The City of Boardman is taking reasonable precautions to avoid any further attacks on people or domesticated animals. These precautions shall include restrictions set by the City which are as follows:

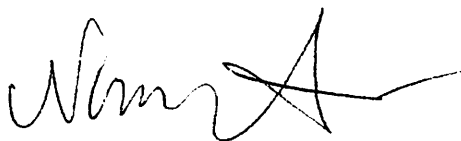
- A. Dog must be licensed with the City every six months
- B. Dog must have current rabies vaccination
- C. Dog must wear rabies tag and license tag at all times
- D. Owner must have proof of liability insurance or bond in amount of \$10,000 covering any actions of dog
- E. Dog to be confined by keeper of dog within a secure building, secure kennel or dog run, chained and muzzled or securely fenced and muzzled
- F. When off premises, dog must be leashed and muzzled or muzzled and caged

Regulation of Aggressive Dogs. In addition to complying with all other requirements of this section, the owner of an aggressive dog shall comply with the following by:

- A. Restraining the dog to prevent it from interfering with the public's legal access to the owner's property or from reaching any public sidewalk or road or adjoining property;
- B. Notifying the city where the dog is kept and renotify within 10 days of any change; and
- C. Posting warning signs in a conspicuous place visible from the public sidewalk, the road adjoining the property, or the boundary line of the property where access is provided to the property.
- D. The requirements of this section shall apply to any person who is transferred ownership or who keeps an aggressive dog within city limits.

You may appeal this decision to the city clerk by filing within ten (10) days of this notice a written request for a hearing with the city council.

Deadline to comply with these restrictions is 1/10/2026. If you have any questions, please feel free to contact me.



Norma Ayala

Code Compliance & Animal Control

CC: City Clerk



December 2025 Report

Boardman Chamber of Commerce Outlines Vision for Stronger Business Support and Community Impact

Boardman, OR — The Boardman Chamber of Commerce is moving into 2026 with a renewed focus on strengthening business support, expanding community programs, and increasing opportunities that contribute to the long-term economic vitality of Morrow County. Chamber leadership says the organization is committed to improving communication with members, building new partnerships, and creating more pathways for engagement as the region continues to grow. “We are committed to fostering a thriving, connected, and forward-thinking community,” said **Torrie Griggs, CEO of the Boardman Chamber of Commerce**. “Every program we offer, every event we host, and every partnership we build is done with the future of Morrow County in mind. Together, we are shaping a stronger and more vibrant Boardman.”

Focus on Member Services

The Chamber has emphasized its role as a resource and advocate for local businesses. In the coming year, members can expect enhanced visibility opportunities, more consistent communication, and expanded services designed to support businesses of all sizes. Chamber board members say their goal is to ensure organizations remain informed, connected, and equipped with tools that help them succeed in an evolving economic landscape.

Investment in Youth and Support Workforce Development

A key part of the Chamber’s strategy centers on supporting future workers through programs like **Chamber Champions**, which invests in youth activities, educational partnerships, and community initiatives aimed at building a strong talent pipeline. “These programs make a lasting impact on children and families in our community,” Griggs said.

Membership Renewals and Opportunities to Join

Current members will soon receive information about 2026 membership renewals, which include access to events, resources, networking opportunities, and business advocacy.

As part of this year’s renewal process, the Chamber is also offering one-on-one meetings for both new and existing members. These personalized sessions are designed to review membership benefits, explore visibility opportunities, and ensure each business is getting the

full value of their Chamber investment. Members may schedule a meeting at their convenience to discuss how the Chamber can best support their goals for the coming year.

For those not yet part of the Chamber, Griggs said now is an ideal time to join. “Becoming a member is simple and incredibly valuable,” she said. “It provides businesses with year-round visibility and connects them directly to the programs and events that shape our community.”

Membership details, applications, and meeting sign-ups are available at **boardmanchamber.org**, or by emailing **info@boardmanchamber.org**.

Community Events Continue to Play a Central Role

Chamber events such as annual celebrations, networking luncheons, and business initiatives will continue to be a cornerstone of the organization’s community engagement strategy. Leadership emphasized that many of these events also support local families, schools, and workforce development efforts.

Looking Ahead

With a mission focused on “growing Visibility, Voice, and Value,” the Boardman Chamber says it intends to play a central role in promoting economic development, strengthening partnerships, and uplifting the quality of life in the region.

“We’re excited about the future,” Griggs said. “The Chamber is here to support our businesses, our families, and our entire county as we build a thriving Boardman together.”

Upcoming Events and Programs

4th Quarter Luncheon: The Boardman Chamber of Commerce is pleased to host the 4th Quarter Luncheon on **Wednesday, December 17, 2025**. We are proud to welcome **Amazon as the Title Sponsor** for this event. This luncheon will feature guest speakers from **Amazon**, offering valuable insights and opportunities for discussion. We will also hear from the **Boardman Food Pantry** as our second speaker. If time allows, we’ll close the event with a **roundtable discussion** as we wrap up our final luncheon of 2025.

Below is a link to register and join us as we finish the year with meaningful conversation and community connection.

Registration is open until Monday, December 16, 2025, through the Chamber website – <https://business.boardmanchamber.org/events/details/4th-quarter-chamber-luncheon-1486>

36th Annual Distinguished Citizens Awards Banquet

The Boardman Chamber of Commerce will host the 36th Annual Distinguished Citizens Awards Banquet on Friday, March 6, 2026, at 6:00 PM at the SAGE Event Center. Planning is well underway, and promotional efforts continue across our social media platforms.

Nominations are now officially closed, and we extend our sincere thanks to everyone who submitted nominations. Your participation helps make this celebration meaningful and ensures we recognize the outstanding individuals who make a difference in our community. This year's event is shaping up to be a wonderful success, and we look forward to sharing more details soon.

Upcoming Chamber/BCDA Events

- 4th Quarter Luncheon – December 17, 2025
- 36th Annual Distinguished Citizens Awards Banquet – March 6, 2026

For more information, please contact **Torrie Griggs, CEO**, at **541-571-2394** or email torrie@boardmanchamber.org. Visit www.boardmanchamber.org or call our office at **541-481-3014** for further details.



BCDA Continues Investing in Homes, Businesses, and a Stronger Boardman

The Boardman Community Development Association (BCDA) remains committed to strengthening quality of life and supporting sustainable growth in Boardman. Through targeted investments in housing, business development, recreation, and essential community infrastructure, BCDA continues to drive progress that benefits residents, empowers local employers, and enhances the overall appeal of our community.

From expanding homeownership opportunities and supporting small business growth to improving recreational amenities and preparing future commercial spaces, BCDA’s efforts are designed to meet the needs of a growing population and a diversifying economy. These investments reaffirm BCDA’s mission to foster a thriving, forward-thinking Boardman where families and businesses can plant roots and succeed.

Continued Housing Investment in 2025

BCDA is continuing its successful Home Buyers Incentive Program in 2025, dedicating \$250,000 to support new homeowners and encourage more families to make Boardman their home. So far, \$240,000 in housing grants have been awarded—clear evidence of both the program’s strong impact and the growing demand for housing in our community.

With the program performing exactly as intended and nearing its full allocation, BCDA is prepared to extend additional funding as needed to ensure every qualifying homebuyer can benefit through the remainder of 2025.

Pickleball Court Development

The Boardman Community Development Association (BCDA) has reached an important milestone this month with the finalization of the partnership agreement between the City of Boardman and the Morrow County Unified Recreation District (MCURD) for the community’s new pickleball complex. With **\$350,000 in committed MCURD funding** and an additional **\$50,000 investment from Amazon**, BCDA is now moving into the formal design phase for an **8-court facility** that will serve as a major addition to Boardman’s recreational footprint.

This project represents more than new courts—it strengthens Boardman’s long-term community health, expands access to family-friendly recreation, and supports the growing local

interest in pickleball. Early design work will establish the construction timeline and cost estimates, with **groundbreaking targeted for spring 2026**. BCDA will continue coordinating closely with the City to ensure the complex becomes a high-quality, durable amenity for residents and visitors alike.

Business Opportunity Incubator Moves Forward

The Boardman Community Development Association (BCDA) continues progress on the Boardman Business Opportunity Incubator, a major community investment funded by a \$1.5 million U.S. Small Business Administration grant. The project will deliver a two-story facility featuring executive offices, space for medical and retail services, and dedicated incubator suites designed to support emerging small businesses—especially women-, minority-, and low-income-owned enterprises. With full BCDA Board approval, this initiative reflects a strong commitment to expanding local entrepreneurship and essential services.

BCDA has contracted **Anderson Perry** for engineering and project management, and **Architects West** will lead the building design. These partners will guide the planning and design work that will shape the next phase of development. Beyond supporting business growth, the incubator project aligns with BCDA's long-term vision to strengthen NE Front Street as a vibrant commercial corridor, increasing access to goods, services, and professional resources for the community.

Community Beautification & Facility Upgrades

Planned upgrades to the Boardman Field House, including turf replacement, lighting modernization, and interior paneling improvements—are currently paused but will be revisited in the coming months as scheduling and resources allow. These enhancements remain a priority and will support long-term safety, functionality, and user experience once work resumes.

Reservations can still be made by contacting Torrie directly, and the current Field House schedule is available on the Boardman Field House Facebook page.

Focused on a Thriving Boardman

BCDA continues to prioritize four core areas essential to Boardman's long-term prosperity: housing development, community beautification, commercial and retail expansion, and educational support. Through strong collaboration with local partners, businesses, and residents, BCDA remains committed to fostering a vibrant and forward-looking community.

The BCDA Board of Directors includes President John Christy, Vice President Lisa Mittelsdorf, Secretary/Treasurer Karen Pettigrew, and Board Member Krista Price. Their leadership guides

BCDA's efforts to strengthen opportunities and enhance quality of life across Boardman and Morrow County.

For more information, contact Torrie Griggs at (541) 571-2394 or torrie@boardmanchamber.org. Additional details are available at www.boardmanchamber.org or by calling (541) 481-3014.

AGENDA BILL

City Council Meeting – January 6, 2026

Subject: Ordinance 1-2026 An Ordinance Amending the Boardman Municipal Code, Chapter 1.20 Code Compliance/Animal Control Program Policies by Amending Section 1.20.030

Category: Action Items- Ordinance

Staff Contacts: Carla McLane, Planning Official

Summary:

This ordinance amends Boardman Municipal Code Chapter 1.20, specifically Section 1.20.030 (Division Staffing), to clarify administrative responsibility for staffing assignments within the City's Code Compliance/Animal Control Program by assigning program staffing through the City Manager to support efficient administration and a clear reporting structure, and it will take effect 30 days after passage by the City Council and approval by the Mayor.

Attachment:

1. Ordinance 1-2026 amending BMC chapter 1.20 code compliance-animal control program policies, 1.20.030 division staffing- exhibit A
2. Ordinance 1-2026 amending BMC chapter 1.20 code compliance-animal control program policies, 1.20.030 division staffing

Budget/Fiscal Impact: NA

Recommendation: Approve

Proposed Council Motion:

Step 1 – Reading into the record

I move to approve the reading by title only of Ordinance 1-2026 an ordinance amending the Boardman Municipal Code, Chapter 1.20 Code Compliance/Animal Control Program Policies by amending Section 1.20.030 Division Staffing

Step 2 – Staff member reads title of ordinance

Ordinance 1-2026 an ordinance amending the Boardman Municipal Code, Chapter 1.20 Code Compliance/Animal Control Program Policies by amending Section 1.20.030 Division Staffing

Step 3 – Adoption

I move to adopt Ordinance 1-2026 an ordinance amending the Boardman Municipal Code, Chapter 1.20 Code Compliance/Animal Control Program Policies by amending Section 1.20.030 Division Staffing

**CITY OF BOARDMAN
ORDINANCE No. 1-2026**

**AN ORDINANCE AMENDING THE BOARDMAN MUNICIPAL CODE, CHAPTER
1.20 CODE COMPLIANCE/ANIMAL CONTROL PROGRAM POLICIES BY
AMENDING SECTION 1.20.030 DIVISION STAFFING**

WHEREAS, the City of Boardman maintains a Code Compliance/Animal Control Program as provided in Boardman Municipal Code (BMC) Chapter 1.20; and

WHEREAS, the City Council desires to clarify administrative responsibility for staffing assignments within the Code Compliance Program; and

WHEREAS, the City Council finds that assigning program staffing through the City Manager supports efficient administration and clear reporting structure.

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

Section 1. Affected Document

BMC Section 1.20.030 Division Staffing

BMC Section 1.20.030 is hereby amended to read as shown in Exhibit A.

Section 2. Effective Date.

This Ordinance shall take effect thirty (30) days after its passage by the Council and approval by the Mayor.

Passed by the Council and approved by the Mayor this 6th day of January 2026.

Paul Keefer, Mayor

ATTEST:

Amanda Mickles, City Clerk

EXHIBIT A**Amended:****1.20.030 Division staffing.**

- A. Staff for the code compliance program will be assigned by the City Manager. The ~~planning department will take the~~ lead role in administration and oversight of the code compliance program. ~~Oversight of the program shall be vested in the City Manager who may assign the lead role to a City department head. the responsibility of the community development director and code compliance officials will report to the community development director.~~
- B. Police department officers will also enforce certain areas of the Boardman Municipal Code under the oversight of the police chief of the Boardman Police Department. Police officers shall report to their designated supervisors within the police department.

(Ord. No. 8-2013, § 3(Exh. A), 11-18-2013)

Adopted:**1.20.030 Division staffing.**

- A. Staff for the code compliance program will be assigned by the City Manager. The lead role in administration and oversight of the code compliance program shall be vested in the City Manager who may assign the lead role to a city department head.
- B. Police department officers will also enforce certain areas of the Boardman Municipal Code under the oversight of the police chief of the Boardman Police Department. Police officers shall report to their designated supervisors within the police department.

AGENDA BILL

City Council Meeting – January 6, 2026

Subject: Ordinance 2-2026 An Ordinance Amending the Boardman Municipal Code Title 12 Streets, Sidewalks, and Public Places by Amending Chapter 12.04 Sidewalk Construction and Maintenance and Chapter 12.12 Streets and Curbs, and Adding Chapter 12.20 Drainage Swale Construction and Maintenance

Category: Action Items- Ordinance

Staff Contacts: Carla McLane, Planning Official

Summary:

This ordinance updates Boardman Municipal Code Title 12 (Streets, Sidewalks and Public Places) by amending the rules for sidewalk construction and maintenance (Chapter 12.04) and streets and curbs (Chapter 12.12), and by adding a new chapter establishing standards for drainage swale construction and maintenance (Chapter 12.20); the City Council reviewed the draft changes during 2025 meetings and workshops, the ordinance will take effect 30 days after passage on February 5, 2026.

Attachment:

1. Ordinance 2-2026 BMC update to Title 12 streets, sidewalks and public places

Budget/Fiscal Impact: NA

Recommendation: Approve

Proposed Council Motion:

Step 1 – Reading into the record

I move to approve the reading by title only of Ordinance 2-2026 An ordinance amending the Boardman Municipal Code Title 12 Streets, Sidewalks and Public Places by amending Chapter 12.04 Sidewalk Construction and Maintenance and Chapter 12.12 Streets and Curbs, and adding Chapter 12.20 Drainage Swale Construction and Maintenance

Step 2 – Staff member reads title of ordinance

Ordinance 2-2026 An ordinance amending the Boardman Municipal Code Title 12 Streets, Sidewalks and Public Places by amending Chapter 12.04 Sidewalk Construction and Maintenance and Chapter 12.12 Streets and Curbs, and adding Chapter 12.20 Drainage Swale Construction and Maintenance

Step 3 – Adoption

I move to adopt Ordinance 2-2026 An ordinance amending the Boardman Municipal Code Title 12 Streets, Sidewalks and Public Places by amending Chapter 12.04 Sidewalk Construction and Maintenance and Chapter 12.12 Streets and Curbs, and adding Chapter 12.20 Drainage Swale Construction and Maintenance

MEMORANDUM

To: Mayor Keefer and members of the City Council
cc: Brandon Hammond, City Manager
From: Carla McLane, Planning Official
Date: December 26, 2025
RE: Boardman Municipal Code Title 12 Streets, Sidewalks and Public Places

Before the City Council on January 6, is Ordinance 2-2026 that will adopt proposed changes to Title 12 of the Boardman Municipal Code. The action will amend Chapters 12.04 Sidewalk Construction and Maintenance and 12.12 Streets and Curbs along with adopting new provisions in Chapter 12.20 Drainage Swale Construction and Maintenance.

Attached to this memorandum are final REDLINES of the two Chapters that are already in place. All three Chapters, as final documents, are attached to adopting Ordinance 2-2026.

As a reminder the changes that are identified in Chapters 12.04 and 12.12 address the following items or issues:

1. To remove the City Recorder from a notice process that can and should be done by the staff member (currently the Code Enforcement Officer) that has responsibility for this type of work and to better reflect what practice should be.
2. To identify the penalty for violation that is found within the Municipal Code at Chapter 1.16 and not Oregon Revised Statute.
3. Removing redundancy and errors in how abatement is accomplished referring to the appropriate portions of Chapter 8.04 and not attempting to recreate the process within this Chapter.
4. To create consistency between the current chapters and the new provisions related to Drainage Swales.

Please reach out with any questions.

Chapter 12.04 SIDEWALK CONSTRUCTION AND MAINTENANCE***Sections:****12.04.010 Duty of owners to construct and maintain sidewalks, power of council.**

It is made the duty of all owners of land adjoining any street in the city to construct and maintain in good repair the sidewalks in front of such land. The council has the power and authority to determine the grade and width of all sidewalks in the city, the material to be used, and the specifications for the construction thereof. The council has the authority to initiate and order to complete sidewalks through a hearings process or to waive sidewalk construction for those circumstances where sidewalks may not be warranted.

(Ord. 5-2008 § 3 (part), 2007)

12.04.020 Timing of construction of sidewalks.

Sidewalks shall be constructed for each parcel of land adjoining a public street at the time of initial development and in no case more than ninety (90) days after the initial development of the property with approval of the city manager or their designee with the circumstances listed in subsections A through E of this section.

- A. Weather conditions would not allow proper construction of the sidewalk;
- B. The property is part of a local improvement district for sidewalks already approved;
- C. The city has a pending project which would preclude construction at the time of initial development;
- D. There are topographical grade issues which would preclude the installation of a sidewalk;
- E. Where the construction of the sidewalk would not enhance or meet approved connectivity plans of pedestrian pathways.

(Ord. 5-2008 § 3 (part), 2007)

~~12.04.030 Duty of owners to make sidewalk repairs, power of council.~~

~~It is made the duty of all owners of land adjoining any street in the city to maintain in good repair the sidewalks in front of such land. The council has the power and authority to determine the grade and width of all sidewalks in the city, the material to be used, and the specifications for the repair thereof.~~

(Ord. 5-2008 § 3 (part), 2007)

12.04.~~040~~030 Maintaining free and unobstructed sidewalks.

It is the duty of all owners or tenants of land adjoining a street in the city to maintain free and unobstructed sidewalks which are designed to be pedestrian pathways.

- A. No owner shall affix to, or place on or over, the sidewalk in a manner to create an obstruction any of the following items:
 - 1. Sports or other stanchions or appurtenances (e.g., basketball baskets and supporting structures, etc.);

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2. Fencing;
3. Retaining walls;
4. Trees or shrubs;
5. Passenger vehicles, trucks, trailers or recreational vehicles;
6. Garbage cans other than noted in subsection B of this section;
7. Other items which impair full unobstructed pedestrian access to the sidewalk or create diminished safety of the pedestrian.

B. Exceptions include the following:

1. Garbage cans within twenty-four (24) hours prior to or after pickup;
2. Temporary advertising sandwich board signs which meet the provisions of Boardman Development Code Chapter 3.6.500(E)(6);
3. Other similar temporary obstructions deemed appropriate by the city manager or their designee.

(Ord. 5-2008 § 3 (part), 2007)

12.04.~~050-040~~ Notice of obstructed sidewalks.

If the owner or tenant of any lot or part thereof or parcel of land shall cause any obstruction of the sidewalk, ~~it shall be the duty of~~ the city manager or their designee may, but is not required to, notify the owner or tenant of the violation. It shall be the duty of the owner or tenant to remove the identified obstruction.

(Ord. 5-2008 § 3 (part), 2007)

12.04.~~060-050~~ Penalty for violation of obstruction of sidewalks.

A violation of obstruction of sidewalks shall constitute a Class D violation as defined in Chapter ~~153 of the Oregon Revised Statutes or as hereafter amended and the fine for such a violation shall be as set forth in Chapter 153 of the Oregon Revised Statutes for a Class D violation as presently defined or as hereafter amended~~ 1.16 General Penalty; Violations and Fines; Procedure in Criminal Matters Generally of this Municipal Code and the fine for such a violation shall be as set forth in that same Chapter for a Class D violation as presently defined or as hereafter amended.

(Ord. 5-2008 § 3 (part), 2007)

12.04.~~070-060~~ Notice of defective sidewalks.

If the owner of any lot or part thereof or parcel of land shall suffer any sidewalk along the same to become out of repair, ~~it shall be the duty of~~ the city manager or their designee, or any person appointed by the council for that purpose, ~~when ordered to do so by the council,~~ may, but is not required to, post a notice on the adjacent property headed "Notice to Repair Sidewalk," and such notice shall direct the owner, agent, or occupant of such property immediately to repair the same in a good and substantial manner. The person posting the notice shall file ~~with the city recorder~~ an affidavit of the posting of such notice, stating the date when and the place where it was posted. ~~The city recorder~~ They shall, ~~upon receiving the affidavit of the person posting such notice, also~~ send such notice by mail, postpaid, ~~a notice to repair such sidewalk~~ to the owner, if known, and directed to the post-office address of such owner or agent, when such post-office address is known to the city ~~recorder~~. If such post-office address be unknown to the city ~~recorder~~, such notice shall be directed to such owner or agent at Boardman,

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(Supp. No. 12)

Oregon. A mistake in the name of the owner or agent, or a name other than that of the true owner or agent of such property, shall not render such notice void. In such case, the posted notice shall be sufficient. Repairs shall be made within ninety (90) days from the posting of the notice.

(Ord. 5-2008 § 3 (part), 2007)

12.04.~~080-070~~ Permit for repairs.

Prior to making sidewalk repairs, the owner, agent, or occupant shall obtain from the Planning Official with input from the City Engineer a permit prescribing the kind of repair to be made, the material to be used, and the specifications therefore.

(Ord. 5-2008 § 3 (part), 2007)

12.04.~~090-080~~ Repairs by city, record and report.

If the owner, agent, or occupant of a lot, part of a lot, or parcel of land fails, neglects, or refuses to make the sidewalk repairs within the time designated, the City Engineer may make the repairs. The City Engineer shall keep an accurate account of the cost of the labor and materials used in making the repairs, report monthly to the council the cost of the repairs, and prepare a description of the lot or parcel of land fronting on the repaired sidewalk and use the abatement process outlined in Title 8 Health and Safety Chapter 8.04 Nuisances specifically 8.04.170 through 8.04.230.

(Ord. 5-2008 § 3 (part), 2007)

~~12.04.100 Assessment for repairs by city.~~

~~The council shall, at least once each year, by ordinance assess the cost of making such repairs or laying the same including legal, administrative, and engineering costs attributable thereto upon each lot or part thereof or parcel of land fronting upon sidewalks which have been so repaired or laid. All such assessments may be combined in one assessment roll and the city recorder shall enter in the docket of city liens a statement of the amounts assessed on each lot or part thereof or parcel of land, together with the name of the owners and the date of the assessment ordinance. Upon such entry in the lien docket, the amount so entered shall become a lien and charge upon the lot or part thereof or parcel of land that has been assessed for the sidewalk repair. Such assessment liens of the city shall be superior and prior to all other liens or encumbrances on property insofar as the laws of the state of Oregon permit. Interest shall be charged at the rate of six percent per annum until paid on all amounts not paid within thirty (30) days from the date of the assessment ordinance. After expiration of thirty (30) days from the date of such assessment ordinance, the city may proceed to foreclose or enforce collection of the assessment liens in the manner provided by the general law of the state of Oregon.~~

~~(Ord. 5-2008 § 3 (part), 2007)~~

12.04.~~110-090~~ Liability of owners.

The owner or owners of land adjoining any street in the city shall be liable to any person suffering injuries and damages by reason of any defect in failure to maintain the sidewalks in front of such land in accordance with Chapter 12.04.

(Ord. 5-2008 § 3 (part), 2007)

Chapter 12.12 STREETS AND CURBS

Sections:

12.12.010 Duty of owners.

It is made the duty of all owners of land adjoining any street in the city:

- A. To keep the on-street parking area free of obstructions other than on-street parking as intended by design;
- B. To protect from damage the area of on-street parking and curbs for those portions of the street abutting such land.

(Ord. 4-2008 § 3 (part), 2007)

12.12.020 Maintaining free and unobstructed streets and curbs.

It is the duty of all owners or tenants of land adjoining a street in the city to maintain free and unobstructed streets ~~which are designed to be pedestrian pathways.~~

- A. No owner shall affix to, or place on or over, the street in a manner to create an obstruction any of the following items:
 - 1. Sports or other stanchions or appurtenances (e.g., basketball baskets and supporting structures, etc.);
 - 2. Fencing;
 - 3. Retaining walls;
 - 4. Trees or shrubs;
 - 5. Garbage cans other than noted in subsection B of this section;
 - 6. Other items which impair full unobstructed on-street parking access to the street or create diminished safety of the pedestrian or vehicular traffic.
- B. Exceptions include the following:
 - 1. Garbage cans within twenty-four (24) hours prior to or after pickup;
 - 2. Other similar temporary obstructions deemed appropriate by the city manager or their designee.

(Ord. 4-2008 § 3 (part), 2007)

12.12.030 Notice of obstructed street or curbs.

If the owner or tenant of any lot or part thereof or parcel of land shall cause any obstruction of the street or curbs, ~~it shall be the duty of~~ the city manager or their designee ~~may, but is not required to~~, notify the owner or tenant of the violation. It shall be the duty of the owner or tenant to remove the identified obstruction.

(Ord. 4-2008 § 3 (part), 2007)

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12.12.040 Penalty for violation of obstruction of streets or curbs.

A violation of obstruction of street or curbs shall constitute a Class D violation as defined in Chapter ~~153 of the Oregon Revised Statutes or as hereafter amended and the fine for such a violation shall be as set forth in Chapter 153 of the Oregon Revised Statutes for a Class D violation as presently defined or as hereafter amended~~1.16 General Penalty; Violations and Fines; Procedure in Criminal Matters Generally of this Municipal Code and the fine for such a violation shall be as set forth in that same Chapter for a Class D violation as presently defined or as hereafter amended.

(Ord. 4-2008 § 3 (part), 2007)

12.12.050 Protecting streets and curbs from damage.

It shall be the responsibility of the owner of land abutting a street to protect the curb and area of on-street parking from damage to the pavement or curb from the following practices resulting in damage to those structures:

- A. Vehicle fluid leaks such as oil, transmission fluid, hydraulic fluid, antifreeze, acids, and other damaging fluids;
- B. Parking on the curb creating structural damage to the curbs;
- C. Digging, grinding, or other activities which degrade pavement surface;
- D. Preventing tree or shrubbery roots from uplifting curbs and streets causing structural damage;
- E. Other practices by the owner which may cause structural damage to the street of curbs beyond normal wear and tear.

(Ord. 4-2008 § 3 (part), 2007)

12.12.060 Notice of street or curb damage.

If the owner of any lot or part thereof or parcel of land shall suffer any street or curb damage along the same, ~~it shall be the duty of~~ the city manager or their designee, or any person appointed by the council for that purpose, ~~when ordered to do so by the council,~~ may, but is not required to, post a notice on the adjacent property headed "Notice to Repair Damaged Streets and Curbs," and such notice shall direct the owner, agent, or occupant of such property immediately to repair the same in a good and substantial manner. The person posting the notice shall file ~~with the city recorder~~ an affidavit of the posting of such notice, stating the date when, and the place where it was posted. ~~The city recorder~~They shall, ~~upon receiving the affidavit of the person posting such notice also,~~ send such notice by mail, postpaid, ~~a notice to repair such streets and curbs~~ to the owner, if known, and directed to the post-office address of such owner or agent, when such post-office address is known to the city ~~recorder~~. If such post-office address be unknown to the city ~~recorder~~, such notice shall be directed to such owner or agent at Boardman, Oregon. A mistake in the name of the owner or agent, or a name other than that of the true owner or agent of such property, shall not render such notice void. In such case, the posted notice shall be sufficient. Repairs shall be made within twenty (20) days from the posting of the notice.

(Ord. 4-2008 § 3 (part), 2007)

12.12.070 Permit for repairs.

Prior to making street or curb repairs, the owner, agent, or occupant shall obtain from the Planning Official with input from the City Engineer a permit prescribing the kind of repair to be made, the material to be used, and the specifications therefore.

12.12.070-080 Assessment for repairsRepairs by city, record and report.

The council shall, at least once each year, by ordinance assess the cost of making such repairs or laying the same including legal, administrative, and engineering costs attributable thereto upon each lot or part thereof or parcel of land fronting upon streets which have been so repaired. All such assessments may be combined in one assessment roll and the city recorder shall enter in the docket of city liens a statement of the amounts assessed on each lot or part thereof or parcel of land, together with the name of the owners and the date of the assessment ordinance. Upon such entry in the lien docket, the amount so entered shall become a lien and charge upon the lot or part thereof or parcel of land that has been assessed for the sidewalk repair. Such assessment liens of the city shall be superior and prior to all other liens or encumbrances on property insofar as the laws of the state of Oregon permit. Interest shall be charged at the rate of six percent per annum until paid on all amounts not paid within thirty (30) days from the date of the assessment ordinance. After expiration of thirty (30) days from the date of such assessment ordinance, the city may proceed to foreclose or enforce collection of the assessment liens in the manner provided by the general law of the state of Oregon.

If the owner, agent, or occupant of a lot, part of a lot, or parcel of land fails, neglects, or refuses to make the street or curb repairs within the time designated, the city may make the repairs. The city engineer shall keep an accurate account of the cost of the labor and materials used in making the repairs and use the abatement process outlined in Title 8 Health and Safety Chapter 8.04 Nuisances specifically 8.04.170 through 8.04.230.

(Ord. 4-2008 § 3 (part), 2007)

12.12.080 Liability of owners.

The owner or owners of land adjoining any street in the city shall be liable to any person suffering injury by reason of any defect in failure to maintain the streets or curb in front of such land in accordance with Chapter 12.12.

(Ord. 4-2008 § 3 (part), 2007)

CITY OF BOARDMAN
ORDINANCE NO. 2-2026

AN ORDINANCE AMENDING THE BOARDMAN MUNICIPAL CODE
TITLE 12 STREETS, SIDEWALKS AND PUBLIC PLACES
BY AMENDING CHAPTER 12.04 SIDEWALK CONSTRUCTION AND MAINTENANCE AND
CHAPTER 12.12 STREETS AND CURBS, AND ADDING CHAPTER 12.20 DRAINAGE
SWALE CONSTRUCTION AND MAINTENANCE

WHEREAS, the City of Boardman ("City") has authority granted by the Boardman Charter of 2024; and

WHEREAS, the City has an adopted Municipal Code; and

WHEREAS, the City has identified a need to amend provisions of the Boardman Municipal Code Title 12 STREETS, SIDEWALKS AND PUBLIC PLACES, to amend provisions related to the construction and maintenance of sidewalks and streets and curbs and add provisions related to the construction and maintenance of drainage swales; and

WHEREAS, the Boardman City Council discussed draft provisions at previous City Council meetings and workshops in 2025.

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

Section 1 Affected and Attached Documents. After full consideration of the matter, the City Council of the City of Boardman adopts the amendment to Title 12 STREETS, SIDEWALKS AND PUBLIC PLACES of the Boardman Municipal Code attached as Exhibits:

- A. Chapter 12.04 Sidewalk Construction and Maintenance (as amended)
- B. Chapter 12.12 Streets and Curbs (as amended)
- C. Chapter 12.20 Drainage Swale Construction and Maintenance (new provisions)

Section 2 Readings. The reading of this Ordinance shall be on January 6, 2026.

Section 3 Effective Date. This ordinance shall take effect 30 days after its reading and passage on February 5, 2026.

Passed by the Council and approved by the Mayor, this 6th day of January, 2026.

Paul Keefer, Mayor

ATTEST:

Amanda Mickles, City Clerk

Chapter 12.04 SIDEWALK CONSTRUCTION AND MAINTENANCE

Sections:

12.04.010 Duty of owners to construct and maintain sidewalks, power of council.

It is made the duty of all owners of land adjoining any street in the city to construct and maintain in good repair the sidewalks in front of such land. The council has the power and authority to determine the grade and width of all sidewalks in the city, the material to be used, and the specifications for the construction thereof. The council has the authority to initiate and order to complete sidewalks through a hearings process or to waive sidewalk construction for those circumstances where sidewalks may not be warranted.

(Ord. 5-2008 § 3 (part), 2007)

12.04.020 Timing of construction of sidewalks.

Sidewalks shall be constructed for each parcel of land adjoining a public street at the time of initial development and in no case more than ninety (90) days after the initial development of the property with approval of the city manager or their designee with the circumstances listed in subsections A through E of this section.

- A. Weather conditions would not allow proper construction of the sidewalk;
- B. The property is part of a local improvement district for sidewalks already approved;
- C. The city has a pending project which would preclude construction at the time of initial development;
- D. There are topographical grade issues which would preclude the installation of a sidewalk;
- E. Where the construction of the sidewalk would not enhance or meet approved connectivity plans of pedestrian pathways.

(Ord. 5-2008 § 3 (part), 2007)

12.04.030 Maintaining free and unobstructed sidewalks.

It is the duty of all owners or tenants of land adjoining a street in the city to maintain free and unobstructed sidewalks which are designed to be pedestrian pathways.

- A. No owner shall affix to, or place on or over, the sidewalk in a manner to create an obstruction any of the following items:
 - 1. Sports or other stanchions or appurtenances (e.g., basketball baskets and supporting structures, etc.);
 - 2. Fencing;
 - 3. Retaining walls;
 - 4. Trees or shrubs;
 - 5. Passenger vehicles, trucks, trailers or recreational vehicles;
 - 6. Garbage cans other than noted in subsection B of this section;

{00953419; 1 }

7. Other items which impair full unobstructed pedestrian access to the sidewalk or create diminished safety of the pedestrian.

B. Exceptions include the following:

1. Garbage cans within twenty-four (24) hours prior to or after pickup;
2. Temporary advertising sandwich board signs which meet the provisions of Boardman Development Code Chapter 3.6.500(E)(6);
3. Other similar temporary obstructions deemed appropriate by the city manager or their designee.

(Ord. 5-2008 § 3 (part), 2007)

12.04.040 Notice of obstructed sidewalks.

If the owner or tenant of any lot or part thereof or parcel of land shall cause any obstruction of the sidewalk, the city manager or their designee may, but is not required to, notify the owner or tenant of the violation. It shall be the duty of the owner or tenant to remove the identified obstruction.

(Ord. 5-2008 § 3 (part), 2007)

12.04.050 Penalty for violation of obstruction of sidewalks.

A violation of obstruction of sidewalks shall constitute a Class D violation as defined in Chapter 1.16 General Penalty; Violations and Fines; Procedure in Criminal Matters Generally of this Municipal Code and the fine for such a violation shall be as set forth in that same Chapter for a Class D violation as presently defined or as hereafter amended.

(Ord. 5-2008 § 3 (part), 2007)

12.04.060 Notice of defective sidewalks.

If the owner of any lot or part thereof or parcel of land shall suffer any sidewalk along the same to become out of repair, the city manager or their designee, or any person appointed by the council for that purpose, may, but is not required to, post a notice on the adjacent property headed "Notice to Repair Sidewalk," and such notice shall direct the owner, agent, or occupant of such property immediately to repair the same in a good and substantial manner. The person posting the notice shall file an affidavit of the posting of such notice, stating the date when and the place where it was posted. They shall also send such notice by mail, postpaid, to the owner, if known, and directed to the post-office address of such owner or agent, when such post-office address is known to the city. If such post-office address be unknown to the city, such notice shall be directed to such owner or agent at Boardman, Oregon. A mistake in the name of the owner or agent, or a name other than that of the true owner or agent of such property, shall not render such notice void. In such case, the posted notice shall be sufficient. Repairs shall be made within ninety (90) days from the posting of the notice.

(Ord. 5-2008 § 3 (part), 2007)

12.04.070 Permit for repairs.

Prior to making sidewalk repairs, the owner, agent, or occupant shall obtain from the Planning Official with input from the City Engineer a permit prescribing the kind of repair to be made, the material to be used, and the specifications therefore.

{00953419; 1 }

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(Supp. No. 12)

(Ord. 5-2008 § 3 (part), 2007)

12.04.080 Repairs by city, record and report.

If the owner, agent, or occupant of a lot, part of a lot, or parcel of land fails, neglects, or refuses to make the sidewalk repairs within the time designated, the City Engineer may make the repairs. The City Engineer shall keep an accurate account of the cost of the labor and materials used in making the repairs and use the abatement process outlined in Title 8 Health and Safety Chapter 8.04 Nuisances specifically 8.04.170 through 8.04.230.

(Ord. 5-2008 § 3 (part), 2007)

12.04.090 Liability of owners.

The owner or owners of land adjoining any street in the city shall be liable to any person suffering injuries and damages by reason of failure to maintain the sidewalks in front of such land in accordance with Chapter 12.04.

(Ord. 5-2008 § 3 (part), 2007)

Chapter 12.12 STREETS AND CURBS

Sections:

12.12.010 Duty of owners.

It is made the duty of all owners of land adjoining any street in the city:

- A. To keep the on-street parking area free of obstructions other than on-street parking as intended by design;
- B. To protect from damage the area of on-street parking and curbs for those portions of the street abutting such land.

(Ord. 4-2008 § 3 (part), 2007)

12.12.020 Maintaining free and unobstructed streets and curbs.

It is the duty of all owners or tenants of land adjoining a street in the city to maintain free and unobstructed streets.

- A. No owner shall affix to, or place on or over, the street in a manner to create an obstruction any of the following items:
 - 1. Sports or other stanchions or appurtenances (e.g., basketball baskets and supporting structures, etc.);
 - 2. Fencing;
 - 3. Retaining walls;
 - 4. Trees or shrubs;
 - 5. Garbage cans other than noted in subsection B of this section;
 - 6. Other items which impair full unobstructed on-street parking access to the street or create diminished safety of the pedestrian or vehicular traffic.
- B. Exceptions include the following:
 - 1. Garbage cans within twenty-four (24) hours prior to or after pickup;
 - 2. Other similar temporary obstructions deemed appropriate by the city manager or their designee.

(Ord. 4-2008 § 3 (part), 2007)

12.12.030 Notice of obstructed street or curbs.

If the owner or tenant of any lot or part thereof or parcel of land shall cause any obstruction of the street or curbs, the city manager or their designee may, but is not required to, notify the owner or tenant of the violation. It shall be the duty of the owner or tenant to remove the identified obstruction.

(Ord. 4-2008 § 3 (part), 2007)

{00953420; 1 }

12.12.040 Penalty for violation of obstruction of streets or curbs.

A violation of obstruction of street or curbs shall constitute a Class D violation as defined in Chapter 1.16 General Penalty; Violations and Fines; Procedure in Criminal Matters Generally of this Municipal Code and the fine for such a violation shall be as set forth in that same Chapter for a Class D violation as presently defined or as hereafter amended.

(Ord. 4-2008 § 3 (part), 2007)

12.12.050 Protecting streets and curbs from damage.

It shall be the responsibility of the owner of land abutting a street to protect the curb and area of on-street parking from damage to the pavement or curb from the following practices resulting in damage to those structures:

- A. Vehicle fluid leaks such as oil, transmission fluid, hydraulic fluid, antifreeze, acids, and other damaging fluids;
- B. Parking on the curb creating structural damage to the curbs;
- C. Digging, grinding, or other activities which degrade pavement surface;
- D. Preventing tree or shrubbery roots from uplifting curbs and streets causing structural damage;
- E. Other practices by the owner which may cause structural damage to the street or curbs beyond normal wear and tear.

(Ord. 4-2008 § 3 (part), 2007)

12.12.060 Notice of street or curb damage.

If the owner of any lot or part thereof or parcel of land shall suffer any street or curb damage along the same, the city manager or their designee, or any person appointed by the council for that purpose, may, but is not required to, post a notice on the adjacent property headed "Notice to Repair Damaged Streets and Curbs," and such notice shall direct the owner, agent, or occupant of such property immediately to repair the same in a good and substantial manner. The person posting the notice shall file an affidavit of the posting of such notice, stating the date when, and the place where it was posted. They shall also send such notice by mail, postpaid, to the owner, if known, and directed to the post-office address of such owner or agent, when such post-office address is known to the city. If such post-office address be unknown to the city, such notice shall be directed to such owner or agent at Boardman, Oregon. A mistake in the name of the owner or agent, or a name other than that of the true owner or agent of such property, shall not render such notice void. In such case, the posted notice shall be sufficient. Repairs shall be made within twenty (20) days from the posting of the notice.

(Ord. 4-2008 § 3 (part), 2007)

12.12.070 Permit for repairs.

Prior to making street or curb repairs, the owner, agent, or occupant shall obtain from the Planning Official with input from the City Engineer a permit prescribing the kind of repair to be made, the material to be used, and the specifications therefore.

12.12.080 Repairs by city, record and report.

If the owner, agent, or occupant of a lot, part of a lot, or parcel of land fails, neglects, or refuses to make the street or curb repairs within the time designated, the city may make the repairs. The city engineer shall keep an accurate account of the cost of the labor and materials used in making the repairs and use the abatement process outlined in Title 8 Health and Safety Chapter 8.04 Nuisances specifically 8.04.170 through 8.04.230.

(Ord. 4-2008 § 3 (part), 2007)

12.12.080 Liability of owners.

The owner or owners of land adjoining any street in the city shall be liable to any person suffering injury by reason of failure to maintain the streets or curb in front of such land in accordance with Chapter 12.12.

(Ord. 4-2008 § 3 (part), 2007)

Chapter 12.20 DRAINAGE SWALE CONSTRUCTION AND MAINTENANCE**Sections:****12.20.010 Duty of owners to construct drainage swales, power of council.**

It is made the duty of all owners of land adjoining any street in the city to construct the drainage swales in front of such land if that is the type of stormwater control approved by the city. The council has the power and authority to determine the design of all drainage swales in the city, the material to be used, and the specifications for the construction thereof. The council has the authority to initiate and order to complete drainage swales through a hearings process or to waive drainage swale construction for those circumstances where drainage swales may not be warranted.

(Ord. XXX)

12.20.020 Timing of construction of drainage swales.

Drainage swales shall be constructed for each parcel of land adjoining a public street when approved at the time of initial development.

(Ord. XXX)

12.20.030 Duty of owners to make drainage swale repairs, power of council.

It is made the duty of all owners of land adjoining any street in the city to maintain in good repair the drainage swales in front of such land.

(Ord. XXX)

12.20.040 Maintaining free and unobstructed drainage swales.

It is the duty of all owners or tenants of land adjoining a street in the city to maintain free and unobstructed drainage swales which are designed to be part of the stormwater collection system.

(Ord. XXX)

12.20.050 Notice of obstructed drainage swales.

If the owner or tenant of any lot or part thereof or parcel of land shall cause any obstruction of the drainage swale, the city manager or their designee may, but is not required to, notify the owner or tenant of the violation. It shall be the duty of the owner or tenant to remove the identified obstruction.

(Ord. XXX)

12.20.060 Penalty for violation of obstruction of drainage swales.

A violation of obstruction of drainage swales shall constitute a Class D violation as defined in Chapter 1.20 General Penalty; Violations and Fines; Procedure in Criminal Matters Generally of this Municipal Code and the fine

for such a violation shall be as set forth in that same Chapter for a Class D violation as presently defined or as hereafter amended.

(Ord. XXX)

12.20.070 Notice of defective drainage swales.

If the owner of any lot or part thereof or parcel of land shall suffer any drainage swale along the same to become out of repair, the city manager or their designee, or any person appointed by the council for that purpose, may, but is not required to, post a notice on the adjacent property headed "Notice to Repair Drainage Swale," and such notice shall direct the owner, agent, or occupant of such property immediately to repair the same in a good and substantial manner. The person posting the notice shall file an affidavit of the posting of such notice, stating the date when and the place where it was posted. They shall also send such notice by mail, postpaid, to the owner, if known, and directed to the post-office address of such owner or agent, when such post-office address is known to the city. If such post-office address be unknown to the city, such notice shall be directed to such owner or agent at Boardman, Oregon. A mistake in the name of the owner or agent, or a name other than that of the true owner or agent of such property, shall not render such notice void. In such case, the posted notice shall be sufficient. Repairs shall be made within ninety (90) days from the posting of the notice.

(Ord. XXX)

12.20.080 Permit for repairs.

Prior to making drainage swale repairs, the owner, agent, or occupant shall obtain from the Planning Official with input from the City Engineer a permit prescribing the kind of repair to be made, the material to be used, and the specifications therefore.

(Ord. XXX)

12.20.090 Repairs by city, record and report.

If the owner, agent, or occupant of a lot, part of a lot, or parcel of land fails, neglects, or refuses to make the drainage swale repairs within the time designated, the city may make the repairs. The city engineer shall keep an accurate account of the cost of the labor and materials used in making the repairs and use the abatement process outlined in Title 8 Health and Safety Chapter 8.04 Nuisances specifically 8.04.170 through 8.04.230.

(Ord. XXX)

12.20.100 Liability of owners.

The owner or owners of land adjoining any street in the city shall be liable to any person suffering injury by reason of failure to maintain the drainage swales in front of such land in accordance with Chapter 12.20.

(Ord. XXX)

AGENDA BILL

City Council Meeting – January 6, 2026

Subject: Resolution 30-2025 A resolution adopting curbside recycling service rates

Category: Action Items- Resolution

Staff Contacts: Brandon Hammond, City Manager

Summary:

The City of Boardman contracts with Sanitary Disposal, Inc. (Waste Connections of Oregon) for solid waste and recycling services and currently offers a free drop-off recycling center near City Hall. In response to requirements from the State of Oregon under the Recycling Modernization Act and Opportunity to Recycle provisions, which requires cities over 4,000 in population to offer monthly curbside recycling. The resolution establishes curbside recycling service rates to support implementation of on-route collection of recyclables. Under the resolution, a standard 90-gallon residential cart collected every other week is set at \$8.00 per month. The curbside recycling service rates adopted by this resolution will take effect once recycling services begin and will apply to all billing periods starting on or after the first on-route collection.

Attachment:

Resolution 30-2025

Budget/Fiscal Impact:

The City will implement a new service, thus the financial obligations will increase.

Recommendation: Approve

Proposed Council Motion:

"I move to approve Resolution 30-2025 A Resolution Adopting Curbside Recycling Service Rates."

CITY OF BOARDMAN
RESOLUTION NO. 30-2025

A RESOLUTION ADOPTING CURBSIDE RECYCLING SERVICE RATES

WHEREAS, the City of Boardman (City) contracts with Waste Connections of Oregon, an affiliate of Waste Connections, doing business as Sanitary Disposal, Inc. to collect and manage solid waste and recycling services within the City limits; and

WHEREAS, the City currently provides residents with access to a free recycling center located near City Hall, with collection and management services provided under the City’s solid waste contract; and

WHEREAS, the State of Oregon has adopted the Recycling Modernization Act and related Opportunity to Recycle requirements, which encourage local governments and their service providers to provide convenient, on-route collection of a consistent list of recyclable materials; and

WHEREAS, the City has determined that the addition or expansion of curbside recycling services for residential and, as applicable, commercial customers is in the public interest, will support waste reduction and environmental stewardship, and will improve convenience for City utility customers; and

WHEREAS, the City is working with Sanitary Disposal, Inc. to meet the requirements for program implementation, this resolution satisfies one of those requirements; and

WHEREAS, the City Council has reviewed the proposed curbside recycling service rates, considered the anticipated costs of service under the City’s solid waste contract, and finds that the proposed rates are fair, reasonable, and necessary to recover the costs of providing curbside recycling services; and

WHEREAS, the City Council desires to formally adopt curbside recycling service rates to reflect these charges, effective on the date set forth herein;

NOW, THEREFORE BE IT RESOLVED, by the Boardman City Council that:

Section 1. Adoption of Curbside Recycling Service Rates.

The City hereby adopts curbside recycling service rates as follows:

- 1. **Residential Curbside Recycling Service**
 - a. Standard residential cart (90 gallon), collected every other week:
 - o At curb: **\$8.00. per month**

Section 2. Implementation and Administration.

The City Manager, or designee, is authorized to take all actions necessary to implement the curbside recycling service rates adopted by this Resolution, including but not limited to coordinating with the City’s contracted solid waste service provider, updating utility billing systems and forms, and providing public notice to affected customers.

Section 4. Effective Date.

The curbside recycling service rates adopted by this Resolution shall take effect once recycling services begin and shall apply to all billing periods beginning on or after the first on-route collection.

Passed by the Boardman City Council this 6th day of January 2026.

CITY OF BOARDMAN

Mayor – Paul Keefer

Council President – Ethan Salata

Councilor – Cristina Cuevas

Councilor – Karen Pettigrew

Councilor – Brenda Profitt

Councilor – Heather Baumgartner

Councilor – Richard Rockwell

ATTEST:

Amanda Mickles – City Clerk

AGENDA BILL

City Council Meeting – January 6, 2026

Subject: Resolution 1-2026 A Resolution Declaring City of Boardman Personal Property as Excess

Category: Action Items- Resolution

Staff Contacts: Brandon Hammond, City Manager

Summary:

This resolution declares certain City of Boardman vehicles and equipment as surplus because they are no longer needed or are too costly to repair compared to their value, and it authorizes City Administration to dispose of the listed items (a 2018 Ford Interceptor, a 2020 Ford Interceptor, and a 1987 200 KW diesel generator) through donation to nonprofits, competitive bids, direct sale to prospective purchasers, or a combination of these methods.

Attachment:

Resolution 1-2026

Budget/Fiscal Impact: NA

Recommendation: Approve

Proposed Council Motion:

I move to approve Resolution 1-2026, a resolution declaring City of Boardman Personal Property as excess.

CITY OF BOARDMAN
RESOLUTION 1-2026

A RESOLUTION DECLARING CITY OF BOARDMAN PERSONAL 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, is judged by the City Council to best be disposed of.

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

- 2018 Ford Interceptor VIN # 1FM5K8AR7JGB34780
- 2020 Ford Interceptor VIN # 1FM5K8AB5LGA42153
- 1987 Diesel Generator 200 KW Model # MEP009B, Serial/VIN # RZ00390

BE IT FURTHER RESOLVED, the City Council authorizes the City Administration to dispose of the property through the donation to not for profit entities, acceptance of bids, direct sale with prospective purchaser(s), or a combination thereof.

Passed by the Boardman City Council this 6th day of January 2026.

CITY OF BOARDMAN

Mayor – Paul Keefer

Council President – Ethan Salata

Councilor – Cristina Cuevas

Councilor – Karen Pettigrew

Councilor – Brenda Profitt

Councilor – Heather Baumgartner

Councilor – Richard Rockwell

ATTEST:

Amanda Mickles – City Clerk

AGENDA BILL

City Council Meeting – January 6, 2026

Subject: Resolution 2-2026 A Resolution Accepting The Sale Proceeds Of The Tower Road Property And Making An Appropriation From Those Proceeds

Category: Action Items- Resolution

Staff Contacts: Marta Barajas, Finance Director

Summary:

City of Boardman Resolution No. 2-2026 accepts the net sale proceeds of **\$2,906,438** from the City's sale of the "Tower Road" property (sold for **\$3,067,100**) and directs the funds be deposited and accounted for in the appropriate City fund(s). The City Council then allocates and appropriates **\$1,000,000** of those proceeds to the Water Reserve for **capital outlay on the Kunze Well project**, and retains the remaining **\$1,906,438** in the General Fund to be considered for appropriation in the next fiscal year through the regular budget process under Oregon Local Budget Law (ORS Chapter 294). The resolution is effective immediately upon adoption, and Exhibit A includes the property's legal description.

Attachment:

Resolution 2-2026
Kunze Well Preliminary Cost Estimate

Budget/Fiscal Impact:

Revenue proceeds of \$3,067,100
Expenditures of \$ 1,000,000
Net Balance of \$1,906,438

Recommendation: Approve

Proposed Council Motion:

CITY OF BOARDMAN, OREGON

Section 9, Item C.

KUNZE WELL

PRELIMINARY COST ESTIMATE

December 30, 2025

NO.	DESCRIPTION	UNIT	UNIT PRICE	ESTIMATED QUANTITY	TOTAL PRICE
1	Mobilization/Demobilization	LS	\$ 72,660	All Req'd	\$ 72,660
2	Project Safety/Security	LS	15,000	All Req'd	15,000
4	General Surface Restoration	LS	25,000	All Req'd	25,000
7	Drilling for 20-inch Surface Casing	LF	500	25	12,500
8	Furnishing and Installing 20-inch Surface Casing	LF	130	25	3,250
9	Drilling for 16-inch Casing	LF	450	375	168,750
10	Furnishing and Installing 16-inch Casing	LF	220	402	88,440
11	Drilling for 12-inch casing (Lower Hole)	LF	380	200	76,000
12	Furnish and Installing 12-inch Casing	LF	200	170	34,000
13	Furnish and Installing 12-inch Screen	LF	400	40	16,000
14	Stainless Steel Weld Rings	EA	300	4	1,200
15	Grout Seal for Surface Casing	LF	200	25	5,000
16	Grout Seal for 16-inch Casing	LF	125	400	50,000
17	Well Development	Hour	1,000	18	18,000
18	Test Pump Installation	LF	130	400	52,000
19	Pump Test	Hour	700	24	16,800
20	Television Inspection	LF	4	600	2,400
21	Plumbness/Alignment Test	LS	20,000	All Req'd	20,000
22	Disinfection	LS	5,000	All Req'd	5,000
23	Standby Time	Hour	1,000	24	24,000
24	Hourly Work	Hour	1,000	16	16,000
25	Abandonment of old well	LS	60,000	All Req'd	60,000
Estimated Construction Cost					\$ 782,000
Construction Contingency (10%)					78,000
Total Estimated Construction Cost					\$ 860,000
Permitting/Environmental/GIS/Agency Review/Etc.					40,000
Design Engineering					50,000
Construction Engineering					50,000
TOTAL ESTIMATED PROJECT COST (2026 Dollars)					\$ 1,000,000



CITY OF
BOARDMAN, OREGON
KUNZE WELL

PRELIMINARY COST ESTIMATE

FIGURE
1

**CITY OF BOARDMAN
RESOLUTION NO. 2-2026**

**A RESOLUTION ACCEPTING THE SALE PROCEEDS OF THE TOWER ROAD
PROPERTY AND MAKING AN APPROPRIATION FROM THOSE PROCEEDS**

WHEREAS, the City of Boardman (City) has completed the sale of the real property commonly known as the "Tower Road" property (Property), more particularly described in Exhibit A; and

WHEREAS, the sale of this Property was an unforeseen occurrence as of the start of the fiscal year; and

WHEREAS, the total sale consideration for the Tower Road property was \$3,067,100.00; and

WHEREAS, the net sale proceeds received by the City from the sale are \$2,906,438 (Sale Proceeds); and

WHEREAS, the City previously sold the "Old Public Works Shop" on South Main Street, after the 2025-2026 budget had been adopted, and one of the sale clauses is for the City to decommission an old well on the property and move its water rights; and

WHEREAS, it is becoming a pressing necessity to move the water rights, to conserve the City's certified water rights with the State of Oregon and allow the new owner free and clear use of the entire "Old Public Works Shop"; and

WHEREAS, the City Council desires to accept the Sale Proceeds and appropriate a portion of such proceeds, as allowed under ORS 294.338(3), for capital outlay for the Kunze Well project, which will be the recipient of these water rights; and

WHEREAS, the City Council further desires to retain the remaining Sale Proceeds for potential appropriation in the next fiscal year through the regular budget process in accordance with Oregon Local Budget Law (ORS Chapter 294).

NOW, THEREFORE, BE IT RESOLVED, by the Boardman City Council that:

Section 1. Acceptance of Sale Proceeds.

The City Council hereby accepts the Sale Proceeds in the amount of **\$2,906,438** derived from the sale of the Tower Road property described in Exhibit A.

Section 2. Appropriation for Kunze Well Capital Outlay.

From the Sale Proceeds, the City Council hereby allocates \$1,000,000 to the Water Reserve Revenues and appropriates **\$1,000,000** for the Kunze Well project, a Capital Outlay, from the Water Reserve.

Section 3. Remaining Proceeds Reserved for Future Budget Action.

After the appropriation in Section 2, the remaining Sale Proceeds in the amount of **\$1,906,438** shall be retained by the City in the General Fund and **held for potential appropriation in the next fiscal year through the regular budget process.**

Passed by the Boardman City Council this 6th day of January, 2026.

CITY OF BOARDMAN

Mayor – Paul Keefer

Council President – Ethan Salata

Councilor – Cristina Cuevas

Councilor – Karen Pettigrew

Councilor – Brenda Profitt

Councilor – Heather Baumgartner

Councilor – Richard Rockwell

ATTEST:

Amanda Mickles – City Clerk

EXHIBIT A

Tower Road Property – Legal Description

Parcel 1 of Partition Plat 2014-5, in township 4 North, Range 24, East of the Willamette Meridian, in the county of Morrow and State of Oregon.

AGENDA BILL

City Council Meeting – January 6, 2026

Subject: Resolution 3-2026 A Resolution Establishing a Framework For City Committees and Commissions, Including Appointments, Terms, Staff Support, and Community Input

Category: Action Items- Resolution

Staff Contacts: Marta Barajas, Finance Director

Summary:

This resolution establishes a consistent framework for how the City of Boardman creates and operates commissions and committees, including standing or ad hoc bodies formed to advise and support City operations. It confirms that, consistent with Charter Section 3.3(a), the Mayor appoints members subject to City Council consent, regardless of whether the body is created by ordinance, resolution, or (after adoption of this resolution) by Council motion for future ad hoc committees. The Council retains discretion to set each body's purpose, scope, term length, and any term limits, while the City Manager (or designee) provides staff support and a liaison when practicable based on available resources. Commissions and committees are encouraged to seek appropriate community input and provide updates and recommendations to the Council as requested, and the resolution takes effect immediately upon adoption.

Attachment:

Resolution 3-2026

Budget/Fiscal Impact: NA

Recommendation: Approve

Proposed Council Motion:

I move to approve resolution 3-2026 A Resolution Establishing a Framework For City Committees and Commissions, Including Appointments, Terms, Staff Support, and Community Input

**CITY OF BOARDMAN
RESOLUTION NO. 3-2026**

A RESOLUTION ESTABLISHING A FRAMEWORK FOR CITY COMMITTEES AND COMMISSIONS, INCLUDING APPOINTMENTS, TERMS, STAFF SUPPORT, AND COMMUNITY INPUT

WHEREAS, the City of Boardman (City) Charter Section 3.3(a) provides: “With the consent of the council, the mayor appoints members of commissions and committees established by ordinance or resolution”; and

WHEREAS, the City Council desires a consistent process for establishing commissions and committees, confirming appointments, setting terms, providing staff support, and encouraging community input; and

WHEREAS, the City Council further desires that, consistent with Charter Section 3.3(a), future committees may be created efficiently when appropriate through Council action by motion.

NOW, THEREFORE, BE IT RESOLVED, by the Boardman City Council that:

1. **Framework for Committees and Commissions.** The City Council may establish commissions and committees by ordinance or resolution, including standing or ad hoc bodies, to advise and support the City Council and City operations as described in the creating action.
2. **Creation of Future Committees by Motion.** Upon adoption of this Resolution, the City Council may, by motion, create future ad hoc committees and define their purpose and scope. Any committee created by motion shall operate under this framework, and appointments shall be made as provided in Section 3 of this Resolution.
3. **Appointments.** For commissions and committees, the Mayor appoints members with the consent of the City Council, consistent with Charter Section 3.3(a), whether the body is created by ordinance, resolution, or motion pursuant to Section 2.
4. **Terms and Term Limits.** The City Council shall set the term length and any term limits for each commission or committee, at the Council’s discretion, in the creating ordinance, resolution, or motion (or in a subsequent Council action).
5. **Staff Support.** The City Manager, or designee, shall provide appropriate staff support and a staff liaison when practicable, consistent with available resources.

6. Community Input. Commissions and committees should seek community input appropriate to their scope of work and provide updates and recommendations to the City Council as requested.

Passed by the Boardman City Council this 6th day of January 2026.

CITY OF BOARDMAN

Mayor – Paul Keefer

Council President – Ethan Salata

Councilor – Cristina Cuevas

Councilor – Karen Pettigrew

Councilor – Brenda Profitt

Councilor – Heather Baumgartner

Councilor – Richard Rockwell

ATTEST:

Amanda Mickles – City Clerk

AGENDA BILL

City Council Meeting – January 6, 2026

Subject: Election of Council President

Category: Action Item-Other Business

Staff Contacts: Brandon Hammond, City Manager

Summary:

Under Charter Section 3.4, the City Council must elect a Council President from among its members at the first meeting each year. The Council President presides when the Mayor is absent and serves as acting Mayor when the Mayor cannot perform their duties. If both the Mayor and Council President are unavailable, the remaining Council members may elect a President pro tem to preside.

Attachment: NA

Budget/Fiscal Impact: NA

Recommendation: NA

Proposed Council Motion:

I move to elect ____ as Council President for the 2026 year.

AGENDA BILL

City Council Meeting – January 6, 2026

Subject: Annual Budget Appointment and Adoption

Category: Action Item-Other Business

Staff Contacts: Marta Barajas, Finance Director

Summary:

Cities need to adopt and approve an annual budget to legally authorize spending and ensure public funds are used transparently and responsibly. An annual budget process sets priorities for the coming fiscal year, aligns revenues with planned services and capital projects, and establishes spending limits and appropriations so departments can operate with clear authority and accountability. It also provides a formal opportunity for community input and helps the city meet state legal requirements, maintain financial stability, and plan for future needs.

Attachment:

2026-27 Budget Calendar City of Boardman

Budget/Fiscal Impact: NA

Recommendation: NA

Proposed Council Motion:

I move to approve the 2026-27 Budget Calendar for the City of Boardman

2026 - 2027 BUDGET CALENDAR

Jan. 6, 2026	Appoint Budget Officer and Budget Committee
Feb. - April 2026	Prepare proposed budget
April 29, 2026	Publish 1 st Notice of Budget Committee Meeting (5-30 days prior to meeting)
May 6, 2026	Publish 2 nd Notice of Budget Committee Meeting (if online: \geq 10 days prior to the meeting)
May 12, 2026	Budget Committee meeting7:15 pm
May 26, 2026	Second Budget Committee meeting (if needed)7:15 pm
May 27, 2026	Publish Notice of Budget Hearing & Budget Summary (5-30 days prior to meeting)
June 2, 2026	Budget Hearing7:15 pm
June 2, 2026	Enact Resolution to Adopt
July 15, 2026	Submit tax certification documents to Tax Assessor
Sept. 30, 2026	Send copy of all budget documents to County Clerk



Outlook

FW: Budget committee

From Brandon Hammond <HammondB@cityofboardman.com>

Date Fri 1/2/2026 11:31 AM

To Amanda Mickles <micklesa@cityofboardman.com>; Marta Barajas <BarajasM@cityofboardman.com>

From: Marie Shimer <marie.shimer@morrowsd.org>

Sent: Friday, January 2, 2026 11:28 AM

To: Brandon Hammond <HammondB@cityofboardman.com>

Subject: Budget committee

Mr. Hammond,

I would like to express my interest on being on the city budget committee.

Marie Shimer Ed. D

Director of Educational Services

Marie.Shimer@morrowsd.org

North District Office 240 Columbia Lane, Irrigon, OR, 97844

541-922-4016 - x2370

<https://morrow.k12.or.us/>



Budget Committee Interest

From Brandon Hammond <HammondB@cityofboardman.com>

Date Fri 1/2/2026 1:42 PM

To Amanda Mickles <micklesa@cityofboardman.com>; Marta Barajas <BarajasM@cityofboardman.com>

From: Ariana Andrews <arianaa@boardmanorprd.gov>

Sent: Friday, January 2, 2026 1:33 PM

To: Brandon Hammond <hammondb@cityofboardman.com>

Subject: Budget Committee Interest

You don't often get email from arianaa@boardmanorprd.gov. [Learn why this is important](#)

Hi Brandon,

I am interested in serving on the City Budget Committee and helping our town be successful in its planning and growth! Please let me know if there is additional information that you need from me.

Thanks!

Ariana Andrews

Recreation Coordinator

541-720-0512

arianaa@boardmanorprd.gov

Get [Outlook for iOS](#)



FW:

From Brandon Hammond <HammondB@cityofboardman.com>

Date Mon 1/5/2026 1:44 PM

To Amanda Mickles <micklesa@cityofboardman.com>; Marta Barajas <BarajasM@cityofboardman.com>

From: Alit Rosales <alitr310@gmail.com>

Sent: Monday, January 5, 2026 1:43 PM

To: Brandon Hammond <hammondb@cityofboardman.com>

Subject:

You don't often get email from alitr310@gmail.com. [Learn why this is important](#)

I, Alit Rosales, am interested in becoming a member of the city of Boardman, Oregon's budget community.

Alit Rosales

Dear Boardman City Council,

Please consider me, Alejandra Mendoza, for the City Council Budget Committee. I grew up in Boardman and enjoy looking for ways to stay involved in the community. I also have a degree in accounting and have been in an accounting role for the past 6 years. While working in accounting, I have created and maintained budget reports for my employers. Given this, I hope you consider me for this opportunity.

Thank you in advance for your consideration.

Best regards,

Alejandra Mendoza

AGENDA BILL

City Council Meeting – January 6, 2026

Subject: Fire Safety Committee Appointments

Category: Action Item-Other Business

Staff Contacts: Brandon Hammond, City Manager

Summary:

The City desires to establish a Fire Safety Committee to strengthen community safety and reduce future fire risk. Formed in response to the devastating fires within the City, the committee will meet to discuss and recommend practical steps to improve prevention, preparedness, response coordination, and public awareness, helping protect residents, businesses, and critical infrastructure.

Suggested list:

City Councilor, Public Works representative, Police Department representative, Fire Department representative, Boardman Code Enforcement, Local Resident – Joe Wightman, Morrow County Weed Program Manager – Corey Sweeney

Attachment: NA

Budget/Fiscal Impact: NA

Recommendation: NA

Proposed Council Motion:

I move to appoint Local Resident – Joe Wightman, Morrow County Weed Program Manager – Corey Sweeney, and a representative from the Boardman City Council, Boardman Public Works, Boardman Police Department, Boardman Fire & Rescue District, Boardman Code Enforcement to the Fire Safety Committee.

AGENDA BILL

City Council Meeting – January 6, 2026

Subject: Port of Morrow Lease Agreement-Kunze Lane Property

Category: Action Item-Other Business

Staff Contacts: Brandon Hammond, City Manager

Summary:

I am requesting City Council approval to move forward with the City's partnership with the Port of Morrow to allow construction of a pump station on City-owned property off Kunze Lane. The Port has requested this facility, and the City's participation supports local and regional development while providing direct benefits to the City, including access to power and upgraded site development. This location is also planned for a future municipal well, and the pump station and associated improvements will help position the City to construct and operate that well, strengthening water system capacity and reliability for planned growth.

Attachment: NA

Budget/Fiscal Impact: NA

Recommendation: NA

Proposed Council Motion:

"I move to authorize the City Manager to negotiate and sign a lease agreement with the Port of Morrow to use City-owned property off Kunze Lane for a pump station, with legal review by the City Attorney."

AGENDA BILL

City Council Meeting – January 6, 2026

Subject: Joint Letter of Intent with Morrow County for Circuit Court Annex

Category: Action Item-Other Business

Staff Contacts: Brandon Hammond, City Manager

Summary:

The City of Boardman is working collaboratively with Morrow County to establish a Circuit Court annex location within Boardman to improve local access to court services. As part of this effort, the City Manager will coordinate with the County Administrator to draft a letter of intent to Judge Hill and Judge Temple requesting that an annex be granted and outlining the shared commitment to support its implementation in Boardman.

Attachment: NA

Budget/Fiscal Impact: NA

Recommendation: NA

Proposed Council Motion:

“I move to authorize the City Manager to draft and sign a letter of intent, in coordination with the Morrow County Administrator, to Judge Hill and Judge Temple requesting the establishment of a Circuit Court annex within Boardman.”



Letter Of Submission for January 6 Council Workshop

From Donna Anderson <donnaranderson101@gmail.com>

Date Wed 12/31/2025 2:17 PM

To hammonb@cityofboardman.com <hammonb@cityofboardman.com>

Cc Paul Keefer <keeperp@cityofboardman.com>; Amanda Mickles <micklesa@cityofboardman.com>

You don't often get email from donnaranderson101@gmail.com. [Learn why this is important](#)

Donna Anderson
544 Anthony Dr.
Boardman, OR 97818

City of Boardman
City Manager and City Councilors
Boardman, Oregon 97818

December 31, 2025

Dear Mayor and City Councilors,

My name is Donna Anderson, and I am a resident of Boardman. I am submitting this letter for inclusion in the official public record regarding the City's current water and sewer rate discussions and the January 6, 2026 workshop materials.

In 2020, the City went to voters and passed a general obligation bond to fund major water and wastewater improvements—wells, tanks, pipes, lagoons, and other core infrastructure. The message to residents at the time was straightforward: this bond would modernize and expand the system to support growth while ensuring long-term reliability.

Now, only a few years later, residents are being told that water and sewer rates must increase by approximately 10–12% per year, year after year, for an extended period of time. These are not one-time or modest adjustments. Compounded annually, these increases will significantly raise household utility bills and create long-term affordability concerns for families, seniors, and fixed-income residents.

This leads to a reasonable and unavoidable question:

If voters already approved a bond to pay for major water and wastewater infrastructure, where exactly did the bond funding stop and the annual 10–12% rate hikes begin?

At the same time, the City's own water audits and rate analysis show that residential customers do not use most of the water produced by the system. Residential consumption represents only a small portion of total water sales. The majority of water is associated with large users and system-level operations—industrial demand, wholesale supply, testing, and operational flows.

That raises another fundamental concern:

If residents use only a small share of the water, why are residential customers being asked to absorb repeated 10–12% annual rate increases?

From a household perspective, it appears that residents are being asked to pay escalating rates not because of their own usage, but to support capacity, risk, and financial exposure tied to large-scale users. This concern is reinforced by the City's own financial analysis, which acknowledges that a significant portion of water revenue depends on a single major customer relationship. The analysis further states that if this relationship were to change, residents could face sudden and severe rate shocks.

In other words, households appear to be positioned as the financial safety net—both now, through 10–12% increases, and in the future if industrial or wholesale arrangements change.

What makes this especially difficult for residents to accept is the lack of transparency in public discussions. At recent workshops, City Councilors appear constrained from openly discussing who actually uses the vast majority of the City's water. If elected representatives cannot clearly identify the primary drivers of water demand and system expansion in public meetings, residents are left without the information needed to understand why their rates are increasing so sharply.

At the same time, residents are being asked to accept a new approximately \$1 million well project and long-term rate increases, even though residential use accounts for only a small portion of total demand. From the citizen's point of view, this creates the impression that households are paying for infrastructure and risk created by others, without proportional responsibility or open disclosure.

To be clear, residents are not saying "do not maintain the system." We understand that infrastructure requires ongoing investment. What residents are asking for is fairness, transparency, and accountability, including:

- A clear explanation of which projects were covered by the voter-approved bond and which are now being shifted into ratepayer bills.
- An honest, public discussion of who uses most of the water and who drives system expansion.
- Assurance that residential customers are not being asked to shoulder repeated 10–12% annual increases to backstop industrial or wholesale risk.
- Confidence that City Council can openly discuss these realities while representing the citizens who elected them.

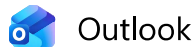
These are reasonable questions for anyone who opens a monthly water bill and is told to expect double-digit percentage increases year after year, despite having already voted to fund major infrastructure.

I respectfully ask the Council to address these concerns directly, transparently, and on the public record, and to ensure that future decisions reflect equitable cost-sharing based on actual water use—not simply the ability of residents to absorb compounding rate increases.

Thank you for your consideration and for entering this letter into the official record.

Sincerely,

Donna Anderson



FW: Letter of Submission for January 6 Workshop

From Brandon Hammond <HammondB@cityofboardman.com>

Date Mon 1/5/2026 11:02 AM

To Amanda Mickles <micklesa@cityofboardman.com>

Can you add this to Donna's response

From: Donna Anderson <donnaranderson101@gmail.com>

Sent: Monday, January 5, 2026 10:57 AM

To: Brandon Hammond <HammondB@cityofboardman.com>

Subject: Re: Letter of Submission for January 6 Workshop

You don't often get email from donnaranderson101@gmail.com. [Learn why this is important](#)

Good morning Mr. Hammond,

Thank you for your prompt response. You invited me to share any additional questions that I have so I will address these in this letter. Let me give you a little background for context: we moved here just over a year ago. One of our reasons for moving here was affordability. We came from Wasco County where the cost of living was escalating rapidly with no apparent plan to address the community concerns. Wasco County voted down a school bond that was nearly 1/2 the size of the one that was recently passed in Morrow County.

Shortly after moving here the school bond passed and our property taxes went from \$4,122 to \$4,864. We are retirees and worked very hard to position ourselves to buy a home that is paid for so that we can live on our modest, fixed income. Our garbage bill is increasing by 40% with no option to opt out of a service that we do not need, Now we are looking at a substantial increase in water rates as outlined in my first letter.

I watched the December 2, 2025, City Council, Work Shop several times and it left a lot of unanswered questions, especially regarding the disparity with Industrial use versus residential. The proposed rate hikes appear to be extremely unfair and I believe I am not the only one who will have questions,

Below are the specific questions that I have for you, the mayor and City Council:

A. Bond vs. Rate Increases (Foundational Accountability)

1. Which specific water and wastewater projects approved under the 2020 voter bond have been completed, partially completed, or deferred?
 - Please list each project and its final or projected cost.
2. Which water or wastewater projects currently driving rate increases were not covered by the 2020 bond, and why?
3. At what point did bond funding end and reliance on ratepayer funding begin for system expansion or upgrades?
4. Was the possibility of recurring 10–12% annual rate increases disclosed to voters at the time the bond was approved? If so, where is that documented?

B. Residential vs. Industrial Water Use (Cost Allocation)

5. What percentage of total water production is used by residential customers, industrial, wholesale, or system operations?

- Please provide current data.

6. If residential customers represent only a small share of total water use, why are residential rates increasing at 10–12% annually?

7. How are costs for capacity expansion allocated between residential and non-residential users?

- Is allocation based on actual usage, peak demand, or risk exposure?

8. Are large or industrial users paying proportionally for the infrastructure capacity they require? If not, why?

C. Industrial Users, NDAs, and Transparency

9. Are there non-disclosure agreements (NDAs) between the City and any major water users or industrial customers?

- If yes, who authorized them and when?

10. Do any NDAs restrict City Councilors or staff from publicly identifying major water users or discussing their impact on system demand?

11. How can residents meaningfully evaluate rate increases if elected officials are constrained from discussing who uses most of the water?

12. Have NDAs been reviewed for compliance with Oregon public records and open meetings laws?

D. Financial Risk and Ratepayer Exposure

13. Does the City's financial analysis rely heavily on revenue from one or a small number of major water customers?

14. If a major industrial or wholesale customer reduces usage or leaves, what is the projected impact on residential rates?

15. Why are residential customers positioned as the financial backstop for this risk instead of the users who drive demand?

E. The \$1 Million Well Project

16. What specific demand is driving the need for the approximately \$1 million new well project?

17. How much of that new capacity is intended for residential use versus industrial or system-level demand?

18. Why are residential customers being asked to fund this project through rate increases if residential demand is not the primary driver?

F. Governance and Representation

19. Can City Councilors openly discuss the primary drivers of water demand and rate increases in public meetings without restriction?

20. If Councilors cannot openly discuss these issues, how are residents being adequately represented?

Section 11, Item A.

21. What steps will the City take to ensure future rate decisions are transparent, equitable, and based on actual usage rather than risk shifting?

G. Forward-Looking Safeguards

22. Will the City commit to publishing an annual, plain-language breakdown showing:

- Who uses the water
- Who pays for capacity
- Who bears financial risk

23. Will the City evaluate alternative rate structures that prevent repeated double-digit increases for residential customers?

24. Will the City commit that future industrial or wholesale agreements fully internalize their infrastructure and risk costs rather than shifting them to residents?

Please share this letter with City Council members prior to your Workshop on January 6th.

Thank you for your consideration and for entering this letter into the official record.

Please share this letter with City Council members prior to your Workshop on January 6th. Thank you for your consideration and for entering this letter into the official record.

Best regards,

Donna Anderson

On Wed, Dec 31, 2025 at 3:27 PM Brandon Hammond <HammondB@cityofboardman.com> wrote:

Ms. Anderson,

Thanks so much for reaching out and sharing your concerns about water rates. I really appreciate you taking the time to speak up—hearing directly from community members helps us understand what people are experiencing and what questions we need to do a better job answering. If you have questions or want to share more, I would be happy to visit or help set up a meeting/conversation with any of our elected officials. You're always welcome to connect outside of Council meetings, and we're glad to hear from you whenever something comes up.

Thanks again for being involved and for helping make Boardman better.

Warmly,
Brandon Hammond
City of Boardman

From: Donna Anderson <donnaranderson101@gmail.com>

Sent: Wednesday, December 31, 2025 2:50 PM

To: Brandon Hammond <hammondb@cityofboardman.com>

Subject: Letter of Submission for January 6 Workshop

You don't often get email from donnaranderson101@gmail.com. [Learn why this is important](#)

Donna Anderson
544 Anthony Dr.
Boardman, OR 97818

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Thank you for your consideration and for entering this letter into the official record.

Sincerely,

Donna Anderson

December 2025 Patrol Synopsis – Boardman Police Department

During December, the Boardman Police Department handled a total of **289 incidents**, including:

- **Calls for Service:** 163
- **Officer-Initiated Activities:** 126, consisting of:
 - Traffic Stops: 81
 - Other Officer-Initiated Incidents: 45
 - Bus/Building Checks: 0
 - Vehicle/Pedestrian Checks: 20

Officer Cases: 33, consisting of:

- Felony: 3
- Misdemeanor: 9
- Information: 11
- Unclassified: 3
- Violations: 1
- Voided: 1
- Crashes: 5
- Agency Assist: 0
- CIS Conversion: 0
- Search and Rescue: 0

Arrests: 7

- Felony: 2 (Adults: 2, Juveniles: 0)
- Misdemeanor: 5 (Adults: 5, Juveniles: 0)

Citations Issued: 22 (all violations)

(FI) Incidents: 0

This summary reflects the department's continued commitment to balancing proactive policing, responsive community service, and thorough case follow-up. Staffing constraints remain a challenge, requiring periodic overtime to maintain 24/7 coverage. Despite this, officers continue to provide professional and effective service while maintaining community presence.



BOARDMAN POLICE DEPARTMENT
PATROL STATISTICS (UNAUDITED)
CALENDER YEAR 2025

Statistics	Jan.	Feb.	Mar.	Apr.	May	Jun.	July	Aug.	Sep.	Oct.	Nov.	Dec.	Annual Total
Total Incidents	445	404	433	511	491	557	616	484	386	317	407	289	
Calls for Service	163	136	180	199	189	241	284	222	241	169	197	163	
Officer Initiated Incidents	282	268	253	312	302	316	332	262	145	148	210	126	
Traffic stops	157	131	126	174	160	151	157	133	54	57	124	81	
Other OIA Incidents	125	137	127	138	142	165	175	129	91	91	86	45	
Bus/Building Checks	7	14	13	14	7	14	14	9	7	2	2	0	
Veh/Ped check	59	81	70	79	73	103	96	81	44	41	52	20	
Total Officer Reports	51	43	47	51	51	68	58	51	44	42	46	33	
CIS Conversion	0	0	0	0	0	0	0	0	0	0	0	0	
Crash	3	2	0	1	1	3	1	0	0	0	0	5	
Felony	7	3	4	5	3	7	2	5	3	2	5	3	
Information Case	17	15	13	22	18	15	20	9	20	12	9	11	
Misdemeanor	18	16	21	15	21	23	27	30	18	17	27	9	
Violation	0	0	1	0	1	1	0	1	0	0	3	1	
Voided	3	2	1	1	2	1	1	1	0	0	1	1	
Unclaissified Reports	3	5	6	7	5	18	6	5	3	9	1	3	
Total Misdemeanor & Felony Arrest	18	10	22	14	21	19	21	27	15	6	17	7	
Misdemeanor Arrests	14	9	15	10	19	15	20	24	11	6	15	5	
Felony Arrests	4	1	7	4	2	4	1	3	4	0	2	2	
Total Citations	17	27	26	40	34	46	48	36	20	18	22	22	
Code	0	0	0	0	0	0	0	0	0	0	0	0	
Criminal	7	2	0	3	3	1	7	4	0	0	0	0	
Violation	16	25	26	37	29	45	41	32	20	18	22	22	
Unclassified	0	0	0	0	2	0	0	0	0	0	0	0	
FI's	1	1	1	1	2	0	0	2	0	2	3	0	

Note: Stats are from the 23rd of prior month to 22nd of current month.

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

Building Department Report December 2025

Between December 24, 2024 and December 25, 2025, permit activity increased materially in the three highlighted areas. Boardman rose from 11 permits to 18 (+7, +63.6%), while Morrow County (excluding 97818) increased from 8 to 16 (+8, +100.0%). The most significant change occurred in Morrow County – 97818, which increased from 1 permit to 22 (+21, +2,100.0%). In total, these three locations increased from 20 permits in December 2024 to 56 in December 2025 (+36, +180.0%). Overall, the year-over-year increase was driven primarily by the sharp rise in activity within the 97818 area.

	Nov 23 to Dec 22	Dec 23 to Jan 22	Jan 23 to Feb 22	Feb 23 to Mar 22	Mar 23 to Apr 22	Apr 23 to May 22	May 23 to June 22	June 23 to July 22	July 23 to Aug 22	Aug 23 to Sept 22	Oct-25	Nov-25	Dec-25	Totals
2024 - 2025														Section 13, Item B.
Total Permits Sold	66	28	27	40	100	83	38	89	54	59	47	41	65	718
Boardman														
Permits Sold	14	11	7	7	14	27	3	14	21	8	12	23	18	179
Manufactured Placement Permit	0	0	0	0	1	1	0	0	16	6	12	0	16	52
New Home Construction	4	4	1	3	3	7	1	2	0	0	0	3	0	28
Multi Family Units	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Morrow County (Excludes 97818)														
Permits Sold	13	8	3	5	12	8	5	11	7	16	5	12	16	121
Manufactured Placement Permit	1	0	0	0	1	0	0	0	1	0	0	1	0	4
New Home Construction	0	3	0	1	0	1	0	0	0	3	1	0	0	9
Multi - Family (units)	0	0	0	0	2	0	0	0	0	0	2	0	0	4
Morrow County - 97818														
Permits Sold	36	1	8	9	50	32	4	39	12	22	18	1	22	254
Manufactured Placement Permit	0	0	0	0	0	0	0	0	0	0	0	0	0	0
New Home Construction	0	0	0	0	2	0	0	0	0	0	0	0	0	2
Multi - Family (units)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Irrigon														
Permits Sold	1	1	3	5	7	11	5	13	4	8	7	3	4	72
Manufactured Placement Permit	0	0	0	0	0	0	0	0	0	0	1	0	0	1
New Home Construction	0	0	0	0	4	1	1	2	0	0	2	0	4	14
Multi - Family (units)	0	0	0	0	0	6	2	0	0	0	0	0	0	8
State Electrical														
Permits Sold	1	1	0	1	1	3	2	4	1	1	1	1	2	19
Gilliam County														
Permits Sold	1	6	6	13	16	2	19	8	9	4	4	1	3	92
Manufactured Placement Permit	0	0	0	0	1	0	0	0	2	0	0	0	0	3
New Home Construction	0	0	0	0	0	0	0	0	0	0	1	1	0	2
Multi - Family (units)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<div>Duplex Mobile Homes (12 Units)</div> <div>Duplex Mobile Homes (24 Units)</div> <div>Duplex Mobile Homes (32 Units)</div>														

City of Boardman

Public Works Department – Monthly Report

December 2025

Water Department

- Flushed hydrants through out town for air removal
 - Replaced two Hydrants that were not operating correctly and repaired a couple others.
 - Did part of the GIS at Chaparelle for water and wastewater.
 - Worked with contractors on air vac for waterline on Oregon Trail.
 - Repaired a leak in the main water line off of Boardman Avenue and second street.
-

Wastewater / Collections

- Did lift station washdowns.
 - Working towards fencing of lift stations through out city.
 - Hypo chloride system update and training.
 - Preparing for new head works at lagoon.
-

Streets, Parks & Facilities

- Installed new trash cans around City Hall
 - Blowout City Park sprinklers
 - Decorated City Hall and downtown with Christmas lights
 - Supported Premier on Main Street with new street light issues.
-

Fleet & Equipment

- Winterized equipment.
 - Serviced **four police vehicles**
 - Replaced back sliding window on backhoe.
 - Installed **new motor** on city sander
 - Installed plows & sanders for winter operations
 - Hauled sand for winter operations and stored under tarp.
-

Training & Certifications

- Conducted training for winter snow plowing and sanding.
 - Employee finished fall session of training.
-

Code & Animal Control

- Assisted Code Enforcement and Animal Control (2 dog calls)
-

General Operations

Public Works completed daily tasks including locates, utility checks, work orders, rounds and regular system monitoring to keep city operations running smoothly.

MEMORANDUM

To: Mayor Keefer and members of the City Council
 Cc: Brandon Hammond, City Manager
 From: Carla McLane, Planning Official
 Date: December 26, 2025
 RE: Planning Department Monthly Update

When you read this, or by the time the City Council convenes for their first meeting of 2026, the calendar will have turned. Not by just a month but also a year. As we welcome 2026, I think it is a good time to take stock of what was accomplished in the year that is ending. And for the Planning Department the list is long. The following are just a couple of highlights:

- The Transportation System Plan was adopted. We are now waiting for Morrow County to co-adopt which should be concluded by mid-February.
- The Parks Master Plan has been reviewed by the Planning Commission and will come before the City Council on January 13th.
- The Economic Opportunities Analysis is completed with the adoption hearings scheduled for January and February of 2026.
- Development Review Permits for homes in Boardman continued at a regular pace again in 2025 with the approval and infrastructure installation initiated for the Chaparral subdivision assuring that single-family lots will continue to be available.
- New hotels, fast food restaurants, and speculative retail space have either been approved or will soon be.
- Significant work has been accomplished on the Comprehensive Plan and Development Code update project.

Strategic Planning Program: One down, two to go!! And more getting underway! You can follow these projects at [this location](#) on the City's website. For more information on the various projects, see below:

- **Transportation System Plan (TSP):** The City has adopted the TSP and next up is the Morrow County co-adoption. There has been an appeal to the Land Use Board of Appeals. As we move through the various steps of the appeal process, they will be reported here. You can follow the next steps of the TSP Update [here](#).
- **Economic Opportunity Analysis (EOA):** Public hearings are scheduled with the Planning Commission review in January with the City Council to follow in February. You can follow the EOA [here](#).
- **Housing Capacity Analysis (HCA):** We have achieved kickoff! The Public Advisory Committee has been selected with appointment on the February City Council agenda. You can follow the HCA [here](#).

- Parks Master Plan (PMP):** The joint public hearing with the City Council and the Board of the Boardman Park and Recreation District is scheduled for January 13 at 7:00 pm at the Port of Morrow Riverfront Center. You can follow the PMP [here](#).
- Boardman Development Code (BDC) and Comprehensive Plan (CP):** Still in a holding pattern. You can follow the CP/BDC PAC [here](#).
- System Development Charge (SDC) Update:** Look for work on this project in the new year.
- Main Street Interchange Area Management Plan (IAMP) Refinement:** The Scope of Work for this project is under development which will be promoted with a Request for Qualifications, working to get a consultant on board shortly. In the next month or so a Strategic Plan page will be established and a Public Advisory Committee appointed soon thereafter.

Other Programmatic work: Work is also progressing on other projects with a planning focus. Those include the:

- Boardman Municipal Code (BMC):**
 - Addressing Ordinance: Work is currently stalled.
 - The Transient Merchant ordinance is in place with staff doing outreach and education with those individuals and companies currently doing business in Boardman that would be regulated under these new provisions. An application form is available for those wishing to become compliant.
 - Park Regulations: More on this topic over the next two or three months.
- Code Enforcement and Animal Control Program:** Focus areas have been around Winter sidewalk maintenance; abandoned vehicles and vehicles parking over 72 hours; and identifying inconsistencies within the Municipal Code that need to be addressed.

Planning Reviews and Approvals: My intent here will be to add Planning Department actions that end in an approval for development. I will be cautious to protect the City Council’s role as the appeal body for any local decisions. And if there haven’t been any decisions this section may be blank.

- Homes, homes, and more homes:** The winter doldrums are in place with the issuance of Development Review Permits for homes slowing. The development of the Chaparral subdivision will be a welcome addition to the housing inventory in Boardman.
- Community Development:** As 2026 gets underway there are several action items that the Planning Commission will be reviewing over the next several months that will include industrial upgrades, commercial development on both sides of the Interstate, and multi-family development.



City Manager December Report

The following December report will give an overview of the objectives accomplished this past month, as well as future plans:

Youth Advisory Committee

The City will launch a new Youth Advisory Committee beginning in February, initially focused on junior and senior students to create a strong first cohort. The committee’s purpose is to connect students to local government, build leadership skills, and encourage meaningful civic participation by involving members in ongoing and future City projects. In addition to hands-on involvement, the committee will include an educational component where students learn how city government works—such as Council and staff roles, public meetings, budgeting basics, local services, and how residents can provide input—so they can better understand and contribute to decisions that affect the community.

Sustainable Growth

Future-focused planning helps a city move from reacting to problems to managing them proactively by identifying upcoming needs for roads, water and sewer systems, parks, and public safety, and aligning those priorities with expected growth, housing, and economic development. With a clear long-range plan, the city can coordinate with partners, pursue grants, and schedule major projects in a way that reduces disruption and delivers the greatest community benefit. Fiscal responsibility is what makes that planning sustainable—building budgets that match ongoing revenues, maintaining adequate reserves for emergencies and downturns, planning for the full lifecycle costs of facilities and infrastructure, regularly evaluating spending and results, and using debt carefully to avoid shifting unreasonable costs to future taxpayers. Together, strong planning and sound financial management protect essential services, strengthen transparency and public trust, and keep the city stable and prepared to meet community needs now and, in the years, ahead.

Serving Together

When I began as a city manager in 2023, I could not imagine the learning curve that would happen over the next several years...it is still curving. But at no point did I feel without support or someone who could help bring clarity to the many requirements and expectations I face each day. That has only been possible because of an extremely capable staff and a Council that has allowed me to grow into this role. As a city staff we are here to support you. Your questions and input make us better, please reach out anytime so we can help.

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.

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| A. Community Development | L. BCDA Monthly Mtg |
| B. Mid-Year Budget Planning | M. SBA Federal Grant |
| C. Veteran Benefits Mtg | N. County Commission |
| D. PD Building Planning | O. Safety Committee |
| E. Local Infrastructure Meeting | P. City County Insurance Services |
| F. MIRL Onboarding | Q. Chamber Quarterly Mtg |
| G. Splash Pad Park Meeting | R. Morrow County Work Session |
| H. Morrow County School District | S. Water Steering Committee Workshop |
| I. Fire District Board | T. GIS Draft Review |
| J. Chamber Board Meeting | U. Officer Graduation |
| K. Port of Morrow Commission Meeting | V. Local Business Communication |

CAPITAL IMPROVEMENT PROJECTS

2025-26

<u>General</u>	PROGRESS	Cost Estimate
BPA Greenspace	Completed	\$390,000
Splash Pad	Summer 2026	\$550,000
<u>Planning</u>		
Economic Opportunity Analysis	Nov est. completion	\$60,000
Transportation System Plan	Completed	Grant Funded
Parks Master Plan	Completed	\$40,000
Development Code	May 2026	\$150,000
Municipal Code	In progress	-----
<u>Streets/Sidewalk</u>		
S Main Project	In progress	\$5,000,000
Annual Street Improvements	Est February 2026	\$2,000,000
Storm Water Flow	TBD	\$600,000
<u>Water/Wastewater</u>		
NE Front Sewer	Completed	\$160,000
Bio Solids Removal	Summer 2026	\$1,250,000
Headworks Screen & Septage	Est February 2026	\$1,050,000
Receiving Station		
Hypochlorite System	Completed	\$380,000
Collector 2 Improvements	Est January 2026	\$150,000