



# CITY COUNCIL MEETING

April 02, 2024 at 7:00 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 - March 5, 2024
  - B.** City Council Meeting Minutes - March 5, 2024
- 5. FINANCIAL REPORT**
- 6. FORMAL PROCEEDINGS**
  - A.** Public Hearing - Naming Unity Loop in the Malhi Manufactured Home Park
- 7. PUBLIC COMMENT**
  - A.** Prearranged Presentation - Morrow County Schools, Boardman
  - B.** Prearranged Presentation - Motto Winner
  - C.** Prearranged Presentation - The Loop Transportation
  - D.** Other Public Comment
- 8. ACTION ITEMS - ORDINANCES**
  - A.** ORDINANCE 3-2024 - Naming Unity Loop in the Malhi Manufactured Home Park
- 9. ACTION ITEMS - RESOLUTIONS**
  - A.** RESOLUTION 8-2024 - Surplus Property Declaration - 2016 Ford Interceptors
  - B.** RESOLUTION 9-2024 - CREZ III Boundary Expansion
- 10. ACTION ITEMS - OTHER BUSINESS**
  - A.** Planning Commission Vacancy
  - B.** Capital Improvement Plan
  - C.** Letter of Support - Broadband Deployment Program
- 11. DOCUMENT SIGNATURES**
- 12. 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

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



# CITY COUNCIL WORKSHOP

March 05, 2024 at 6:00 PM

Boardman City Hall Council Chambers  
**MINUTES**

## 1. CALL TO ORDER

Mayor Keefer called the meeting to order at 6:01 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 Karen Pettigrew

Councilors Absent - Excused: Councilor Richard Rockwell

Staff Present: Brandon Hammond - City Manager, Amanda Mickles - City Clerk, Jackie McCauley - Building Clerk, Rick Stokoe - Chief of Police, Jeremy Fye - Boardman Police Dept.

Audience: Mike Lees - Anderson Perry Engineer

## 4. REPORTS, CORRESPONDENCE, AND DISCUSSION

### A. City of Boardman Charter of 1985

City Manager Hammond started on Section 24.

Section 24 - Regulation of Elections Generally - LOC model puts all election information together, reference the last page of the provided comparison packet - general consensus is to use the LOC model.

Section 25 - Tie Votes - LOC does not have different language, recommended using the language in the current Charter.

Section 26 - Commencement of Terms of Officer - general consensus is to use the LOC model.

Section 27 - Oath of Office - Councilors would like to remove "each officer" and add the clarifying description "the mayor and each councilor" to the current Charter language.

Section 28 - Nominations - general consensus is to use the current Charter language.

Section 29 - What Creates a Vacancy - general consensus is to use the LOC model, with a change to section b2. Remove the "Absence from the city for 30 days without council consent". Change remaining to "Unexcused absent from all council meetings within a 90 day period."

Section 30 - Filling of Vacancies - general consensus is to use the LOC model.

Section 31 - Enacting Clause - general consensus is to use the LOC model.

Section 32 - Mode of Enactment - Councilors would like to use the current Charter language with a couple adjustments. Remove "be read fully", the ordinance can be read by title only. Council would like to keep the requirement for all councilor's present to adopt an ordinance.

Section 33 - Condemnation - Councilors question if this is listed somewhere else. City Manager Hammond will look into this further.

Section 34 - Improvements - Councilors question if this is language should be checked by the attorney. City Manager Hammond will check with the attorney for clarification.

Section 35 - Special Assessments - general consensus is to use the LOC model.

Section 36 - Bids - City Manager Hammond stated this can be removed as it is covered by state law.

Section 37 - Debt Limit - general consensus is to use the LOC model.

Section 38 - Existing Ordinances Continued - general consensus is to use the LOC model.

Section 39 - Repeal of Previously Enacted Provision - general consensus is to use the LOC model.

Section 40 - Severability - general consensus is to use the LOC model.

Section 41 - Time of Effect of Charter - general consensus is to use the LOC model.

City Manager Hammond will work on the details on the Elections section from the LOC model. The rest of the document will be discussed at the next workshop on April 2. The City will hold a community outreach event to view the proposed changes on March 21st from 4-6PM at the SAGE Center, it will be an open house setting.

**5. ADJOURNMENT**

Mayor Keefer adjourned the meeting at 6:52 PM.

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Paul Keefer – Mayor

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Amanda Mickles – City Clerk



# CITY COUNCIL MEETING

March 05, 2024 at 7:10 PM

## Boardman City Hall Council Chambers MINUTES

### 1. CALL TO ORDER

Mayor Keefer called the meeting to order at 7:11 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

Staff Present: Brandon Hammond - City Manager, Marta Barajas - Finance Director, Carla McLane - Planning Official (Zoom), Glenn McIntire - Building Official (Zoom), Amanda Mickles - City Clerk, Jackie McCauley - Building Clerk, Jeremy Fye - Boardman Police Dept., Richard Stokoe - Chief of Police.

Audience Present: Jaime Escobedo, Judith Escobedo, Bella Brons, Debbie Radie, Stephen Fuss, Melissa Keefer, Hadleigh Keefer, Jami Carbray, Delaney Paullus, Tyler Volpi, Nathan Wildfire, Pat Andreason, Michael Graham, Jeffrey Mickles, Mikayla Mickles, Danielle Mickles

Audience via Zoom: Jlyn, iPhone 4, Laura Torres, George Shimer, L. Anders

### 4. APPROVAL OF MINUTES

#### A. City Council Workshop - February 6, 2024

Motion to approve the minutes of the February 6, 2024 City Council Workshop as presented.

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

#### B. City Council Regular Meeting - February 6, 2024

Motion to approve the minutes of the February 6, 2024 City Council Regular Meeting as presented.

Motion made by Councilor Profitt, Seconded by Councilor Rockwell.

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

**5. FORMAL PROCEEDINGS**

**A. Supplemental Budget 2023-2024**

Mayor Keefer opened the public hearing on Supplemental Budget 2023-2024 at 7:14 PM.

Mayor Keefer outlined the conduct of the hearing.

Mayor Keefer asked councilors to disclose any conflicts of interest. There were none.

Mayor Keefer asked if anyone challenged the impartiality of councilors. There were none.

Staff Report: Finance Director Marta Barajas stated the supplemental budget report published in the paper contained a misprint under the Street Reserve portion. The template is from the state and the change was an oversight when the template was copied, the narrative is copied from the Building fund. The state allows for a correction on the narrative at the Council Meeting. The correction is: ODOT awarded the City \$250,000 from the Small Cities Allocation for project on NW Columbia Avenue. Adding this grant into the budget allows the City to spend the money awarded toward the project. Finance Director Barajas presented the remainder published supplemental budget as presented in the Council Packet.

Mayor Keefer asked for any proponent comments. There were none.

Mayor Keefer asked for any opposing comments. There were none.

Mayor Keefer asked for any neutral comments. There were none.

There was no rebuttal.

Mayor Keefer closed the public hearing at 7:24 PM.

**6. FINANCIAL REPORT**

**A. Financial Report - January 2024**

Finance Director Barajas stated January was a regular month. The building department slowed down due to winter weather making construction difficult. January didn't receive much more from property taxes, the bulk came in November and December.

Councilor Profitt stated the interest rates are nice. Finance Director Barajas stated the interest rates may not climb much more, expecting reductions in June.

Councilor Pettigrew stated the Capital projects had a large expenditure in January. Finance Director Barajas stated Phase 2 of the Lagoon is in full gear, the total project cost is \$10 million.

**B. Financial Report - February 2024**

Finance Director Barajas stated she provided the Councilors the letter the City received from CREZ and shared that the City received four separate checks from CREZ, but it is not clearly indicated on the list received in the letter. City of Boardman received \$299,000 toward the G.O. Bond showing in the Capital Projects, Central Urban received \$4,406, \$2.2 million was received into the General Fund, and \$600,000 was received for infrastructure projects showing in the general reserve fund.

Councilor Rockwell asked if the interest rate on the Bank of EO was an error or actually paying at 0.05% as January is showing 5%. Finance Director Barajas stated she will be contacting the bank to clarify this information is not a typo as this is what the bank statement shows.

**7. PUBLIC COMMENT**

**A. Prearranged Presentation - Morrow County Schools, Boardman**

Sam Boardman Elementary: Melissa Keefer with students Hadleigh Keefer and Dani Mickles invited the Mayor, Counselors, and community to attend Sam Boardman's Literacy Night on March 13 from 5:30-7:00 PM. Dinner will be provided, children will participate in activities related to literacy, and receive a book to take home. Mrs. Keefer stated they would love volunteers to help with activities or serving dinner.

Windy River Elementary: Students Bella Brons and Judith Escobedo discussed the student body activities in February and upcoming in March. February was a Valentine's door decorating contest and assembly with a speaker and mini games. March will include a coin hunt.

**B. Prearranged Presentation - Mike Lees, Anderson Perry - Capital Improvement Plan**

Mike Lees, Engineer for Boardman with Anderson Perry presented the proposed Capital Improvement Plan (CIP) for the City which will span over the next 5 years. The first presentation about creating a CIP was in September with a goal of completion in March. This was a collaborative effort between the City Staff, and the City Council. He stated the highlights of the CIP are to get Council and public engagement. The purpose for a CIP is for budget forecasting and long range financial planning. It can also be helpful developing System Development Charges (SDCs). After 2 years, the CIP will be re-evaluated to determine best use of resources and determine community need. The intent is not to adopt this CIP in this meeting, but to receive input and answer questions. There was discussion for clarification of projects, pricing, location, and timelines.

Councilor Salata asked if this was the document that the City would add a new Police Department building. Mr. Lees stated that would be something that could be added to the appendix as a potential future project.

City Manager Hammond said there will be a public meeting on March 14th from 6:00-8:00 PM at Sam Boardman Elementary. He also stated the City website will have a page that gives all details for each of the proposed CIP projects.

Mayor Keefer paused the meeting for a 5 minute break.

**C. Prearranged Presentation - Stephen Fuss – Boardman Rent Report**

Mr. Fuss presented and reviewed with the Council his updated Boardman Rent Report as presented in the packet. He stated this was a citizen's view of rent specifically and he did not research purchasing a home. Affordable housing means the rent should be no more than 30% of the household income.

**D. Prearranged Presentation - Nathan Wildfire – Missing Middle Housing Fund**

Nathan Wildfire (MMHF) presented information as presented in the packet regarding the housing needs in Oregon, specific to Boardman. He discussed how his non profit company works with employers and stakeholders to find unique and different ways to find housing solutions, stating there is no singular way. He discussed Housing

Production Innovation Opportunities and what the MMHF does as a whole. They center the needs of employers, bringing innovation, guide projects that change how housing is created, and change the narrative from impossible to possible. He mentioned different types of innovators around the state from companies that work on development code changes to companies that build houses in days. Mr. Wildfire stated the employers he has met with gave him a number of 250 homes needed right now.

City Manager Hammond asked the Councilors if they are willing to move forward in working with Mr. Wildfire and MMHF, the Council said yes. There are some things happening at the state level that would be beneficial to this project. Mr. Wildfire stated the contract with MMHF is set up in a way there are possible "exits" at different phases where if the City decides to discontinue, the contract can end.

Debbie Radie - Boardman Foods, stated she has a child care facility in Boardman and they are losing teachers to lack of housing, so this needs to be addressed. Housing is the number one reason employers struggle to fill jobs, child care is number two. Mrs. Radie also thanked the City Council for their time and volunteering to serve the community in this capacity.

**8. OTHER PUBLIC COMMENT**

- A. Boardman Park & Recreation District - Report Only
- B. Boardman Chamber of Commerce - Report Only

**9. ACTION ITEMS - RESOLUTIONS**

- A. Resolution 4-2024 Acceptance of Donated Land

City Manager Hammond stated Gary and Carol Maughan are donating 21.6 acres, total land appraised at \$1.3 million. The Maughan's are donating approximately \$700,000 worth of land. This land will be donated with the purchase of another piece of land.

Motion to approve Resolution 4-2024 a Resolution Accepting Donated Land.

Motion made by Councilor Profitt, Seconded by Councilor Rockwell.  
Voting Yea: Mayor Keefer, Councilor Baumgartner, Councilor Profitt, Councilor Salata, Councilor Cuevas, Councilor Rockwell, Councilor Pettigrew

- B. Resolution 5-2024 Land Purchase

City Manager Hammond stated Gary and Carol Maughan are selling 10.38 acres on the East side of Main Street under the BPA powerlines. Purchase price is \$58,000/acre or \$1.33/sq ft. Total land purchase proceeds of \$600,000 will go toward the Chaparral subdivision infrastructure improvements.

Motion to approve Resolution 4-2024 a Resolution Accepting Donated Land.

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

- C. Resolution 6-2024 Supplemental Budget 2023-2024



Councilor Pettigrew asked why the supplemental budget was including issuing returns in the water department. Finance Director Barajas said there are many ways people send payments and there are some accounts where there are credits that will not be used up in a years' time.

Motion to approve Resolution 6-2024 a Resolution to Adopt the Supplemental City Budget for Fiscal Year 2023-2024.

Motion made by Councilor Profitt, Seconded by Councilor Rockwell.  
Voting Yea: Mayor Keefer, Councilor Baumgartner, Councilor Profitt, Councilor Salata, Councilor Cuevas, Councilor Rockwell, Councilor Pettigrew

**10. ADJOURNMENT**

Mayor Keefer stated that due to the time, the Council will adjourn without finishing all items on the agenda. Meeting adjourned at 9:30 PM.

\_\_\_\_\_  
Paul Keefer – Mayor

\_\_\_\_\_  
Amanda Mickles – City Clerk

**PUBLIC NOTICE**  
**City of Boardman**  
**Public Hearing**

The City of Boardman City Council will hold a of public hearing on Tuesday, April 2, 2024, at 7:00 p.m. at the Boardman City Hall, 200 City Center Circle, Boardman, Oregon 97818 in the Council Chambers. For information on meeting participation via Zoom please visit the City of Boardman’s webpage at [www.cityofboardman.com](http://www.cityofboardman.com).

The purpose of the public hearing is to consider the naming of Unity Loop, a proposed street within the Malhi Manufactured Home Park.

Opportunity to voice support or opposition to the above request or to ask questions will be provided. Copies of the project map will be available on or before March 26, 2024. For more information, contact Carla McLane, Planning Official, at (541) 481-9252 or by email at [mclanec@cityofboardman.com](mailto:mclanec@cityofboardman.com).

Dated this 22<sup>nd</sup> day of March 2024  
PUBLISHED: March 26, 2024  
Affidavit of Publication

**CITY OF BOARDMAN  
ORDINANCE 3-2024**

**AN ORDINANCE TO NAME THE PROPOSED STREET WITHIN  
THE MALHI MANUFACTURED HOME PARK  
WITHIN THE CITY OF BOARDMAN**

**WHEREAS**, the City of Boardman operates the public rights-of-way within the City of Boardman; and,

**WHEREAS**, the street within the manufactured home park will not be named as part of a subdivision; and,

**WHEREAS**, the street within the manufactured home park will be dedicated to the City of Boardman along with the installed infrastructure; and,

**WHEREAS**, the street within the manufactured home park will be constructed to City of Boardman Public Works Standards for a residential street; and,

**WHEREAS**, the developer has asked for the street to be named Unity Loop; and,

**WHEREAS**, Morrow County Dispatch has reviewed the proposed street name for conflicts; and,

**WHEREAS**, there are no conflicts and Planning staff support this request.

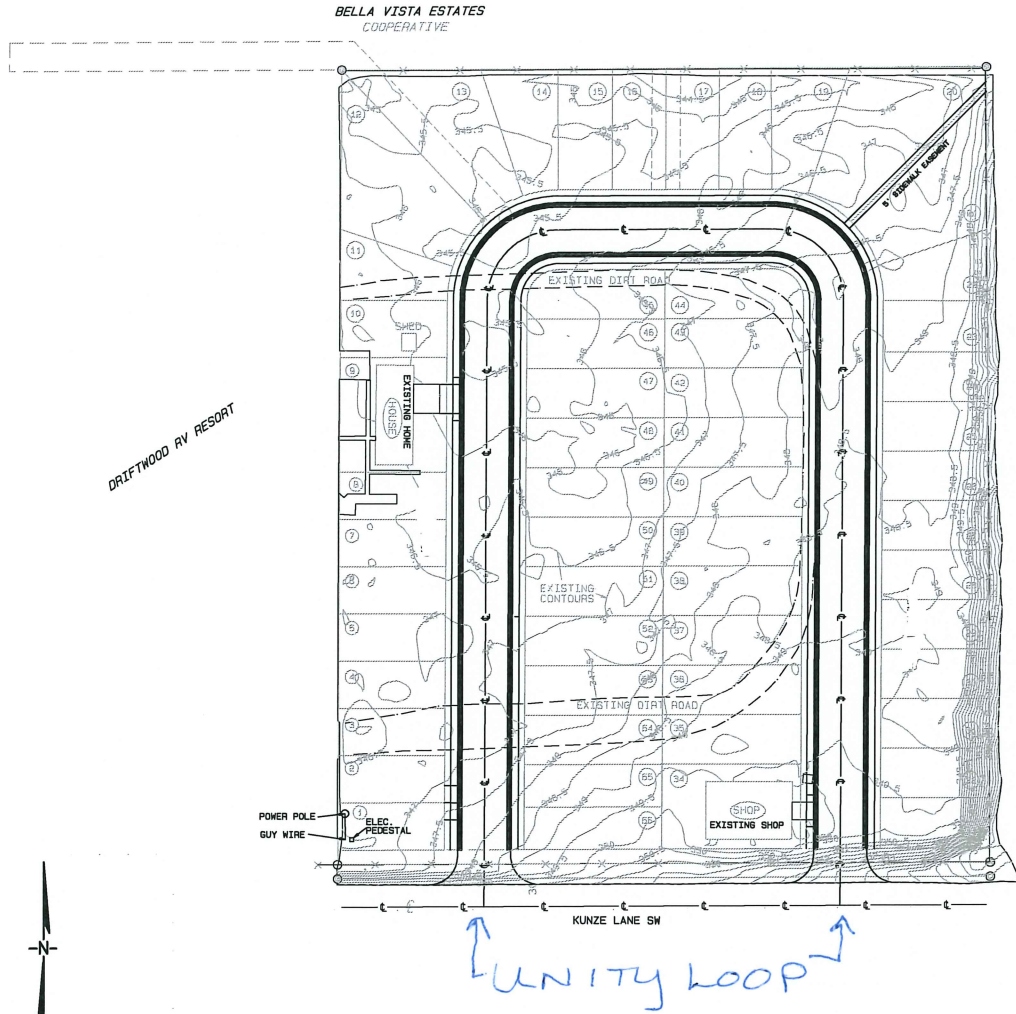
**NOW THEREFORE BE IT ORDAINED** that the City of Boardman approve naming the street within the Malhi Manufactured Home Park Unity Loop.

Passed by the Council and approved by the mayor this 2<sup>nd</sup> day of April 2024

\_\_\_\_\_  
Paul Keefer – Mayor

\_\_\_\_\_  
Amanda Mickles – City Clerk

# MALHI MANUFACTURED HOME PARK



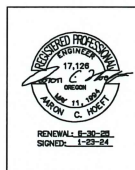
- SHEET INDEX**
- 1: COVER SHEET
  - 2: NOTES
  - 3: ROAD PLAN
  - 4: UTILITY PLAN
  - 5: GRADING AND EROSION CONTROL PLAN
  - 6: SEWER AND RAMAND LOOP PROFILES
  - 7: DETAILS
  - 8: DETAILS

**DEVELOPER:**  
 D. DALE MANNEN  
 P.O. BOX 477  
 LA GRANDE, OR, 97850  
 (504) 963-3603

**SURVEYOR OF RECORD:**  
 PRIMA LAND SURVEYING, INC.  
 P.O. BOX 2525 1340 NE 4th  
 HEWLETTON, OR 97538  
 (541) 584-7887

**ENGINEERING OF RECORD:**  
 ACH ENGINEERING P.S.  
 2404 STATELINE ROAD  
 WALLA WALLA, WA 99362  
 (509) 386-3072

**DATUM**  
 BM #1, RIM ELEVATION  
 MANHOLE #2 IN  
 DRIFTWOOD RV RESORT



LEGEND	
	EXISTING FENCE LINE
	EXISTING 8" SEWER LINE
	EXISTING WATER LINE
	EXISTING EDGE OF PAVEMENT
	EXISTING CENTER LINE
	NEW CURB LINE
	NEW CENTER LINE
	NEW SEWER LINE
	NEW SEWER SERVICE
	NEW WATER LINE
	NEW SINGLE WATER SERVICE & METER
	NEW DOUBLE WATER SERVICE & METER
	NEW LIGHT POLE AND LIGHT

**CITY OF BOARDMAN  
RESOLUTION NO. 8-2024**

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

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

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

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

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

- 2016 Ford Interceptor Utility - VIN # 1FM5K8AR7GGA63184
- 2016 Ford Interceptor Utility – VIN # 1FM5K8AR5GGA63183

Dated this 2<sup>nd</sup> day, April 2024.

CITY OF BOARDMAN

\_\_\_\_\_  
Mayor – Paul Keefer

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

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

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

\_\_\_\_\_  
Councilor – Brenda Profit

\_\_\_\_\_  
Councilor – Ethan Salata

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

ATTEST:

\_\_\_\_\_  
Amanda Mickles – City Clerk

**CITY OF BOARDMAN  
RESOLUTION 9-2024**

**IN THE MATTER OF APPROVING A BOUNDARY EXPANSION OF THE COLUMBIA RIVER  
ENTERPRISE ZONE III.**

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

**WHEREAS**, the Columbia River Enterprise Zone (III) was established in 2020; and

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

**WHEREAS**, the Columbia River Enterprise Zone (III) Board has entered into agreement with the City of Boardman for the purpose of managing projects that are within a determined city area of influence as identified on Map A of Exhibit B of that agreement; and

**WHEREAS**, the City of Boardman did request an expansion of the Columbia River Enterprise Zone (III) boundary; and

**WHEREAS**, the Columbia River Enterprise Zone (III) Board has approved that boundary expansion.

**NOW THEREFORE THE CITY OF BOARDMAN CITY COUNCIL DOES HEREBY  
RESOLVE:** To approve the boundary expansion as requested of the Columbia River Enterprise Zone (III) Board as shown on the attached 2024 CREZ III Expansion map.

Passed by the Boardman City Council this 2<sup>nd</sup> day of April, 2024.

CITY OF BOARDMAN

\_\_\_\_\_  
Mayor – Paul Keefer

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Council President – Heather Baumgartner

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Councilor – Cristina Cuevas

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

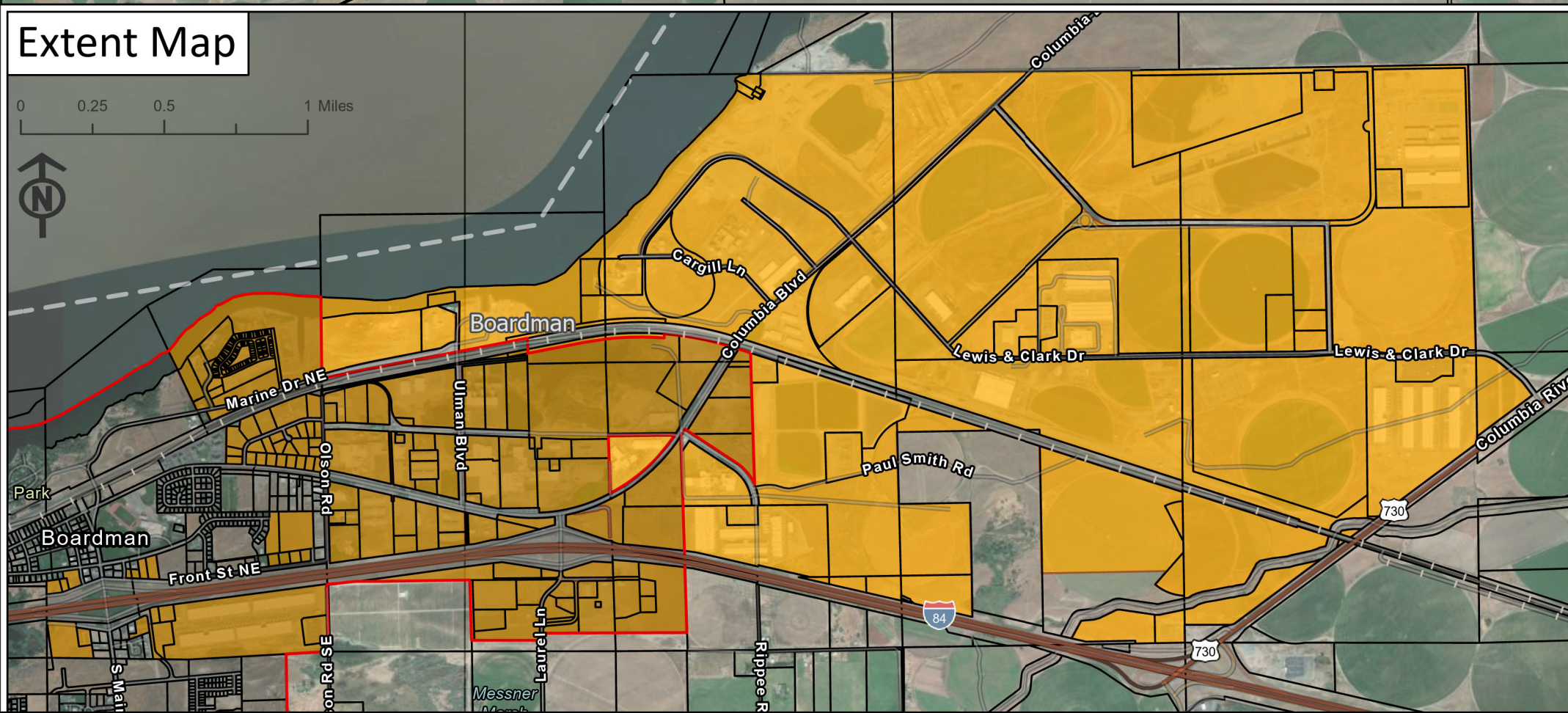
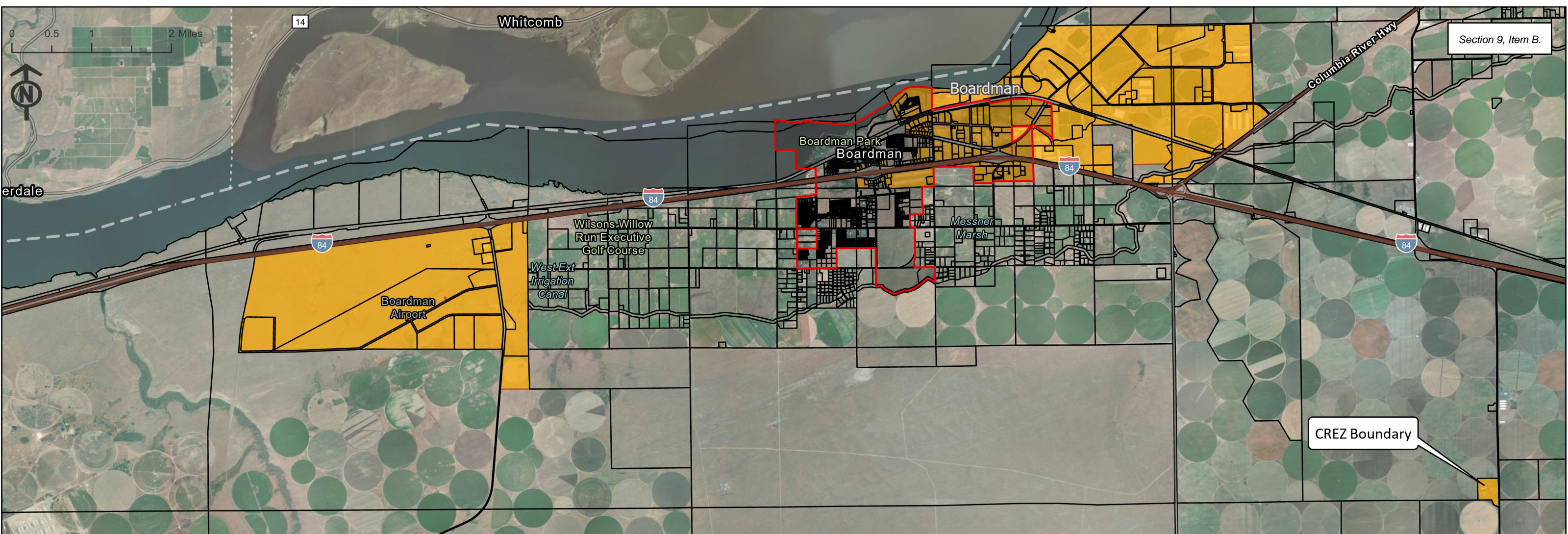
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Councilor – Brenda Profitt


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Councilor – Ethan Salata

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

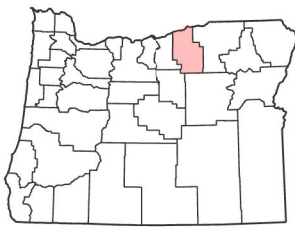
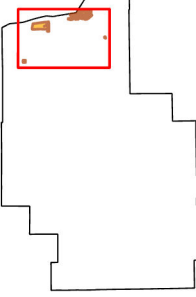
ATTEST:

\_\_\_\_\_  
Amanda Mickles – City Clerk





**Morrow County Planning Department**  
**CREZ III: w/ 2024 Additions**

- Existing CREZIII Boundary
- Taxlot
- City Limits

PCS: NAD 1983 NSRS2007 StatePlane Oregon North FIPS 3601 Ft Intl  
 GCS: GCS NAD 1983 NSRS2007  
 Datum: NAD 1983 NSRS2007  
 Projection: Lambert Conformal Conic

Folder: S:\Enterprise Zone\Maps\2024

15

Date Saved: 2/8/2024 3:08 PM

**From:** David Jones <dajones95@gmail.com>  
**Sent:** Monday, March 25, 2024 3:16 PM  
**To:** Carla McLane  
**Subject:** Letter of Interest for Planning Commission Vacancy

Hello Carla

I would like to express my interest in the open Planning Commission spot. Please let me know if there is any additional information you may require.

Thanks

David Jones  
Freehold LLC  
541-561-7835



**CAPITAL IMPROVEMENTS PLAN  
FOR  
CITY OF BOARDMAN, OREGON**

**March 2024**



**ANDERSON PERRY & ASSOCIATES, INC.**

La Grande, Redmond, Hermiston, and Enterprise, Oregon  
Walla Walla, Washington

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# Introduction

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This Capital Improvements Plan (CIP) provides the framework for implementing the City of Boardman’s facility and infrastructure asset-based improvement process over a five-year period starting in fiscal year 2023-24. The CIP outlines cost estimates for projects that require significant capital investment and are essential for safeguarding the City’s financial health, while providing continued delivery of services to citizens and businesses.

The CIP is anticipated to continue to be reviewed and updated periodically (at least every two years) to accommodate community needs and changes in financial resources. The CIP includes a list of the City’s capital improvements projects, prioritizes the projects (subject to periodic review), and schedules the projects for funding and construction.

The CIP is a tool to be used in the development of responsible and progressive financial planning goals. The CIP complies with the City’s financial policies. City policies and the CIP form the basis for making annual capital budget decisions and support the City’s continued commitment to sound, long-range financial planning and direction.

The CIP identifies budgets and fiscal years for several types of capital projects. Capital improvements projects will be coordinated with the annual budget process to maintain full utilization of available resources. For each capital improvements project, the CIP provides a variety of information, including a project description, the service needs to be addressed, a proposed timetable, and proposed funding sources.

Generally, capital improvements projects will be prioritized with the most urgent projects first. In some instances, projects have been scheduled to coincide with an urgently needed project of another department to maximize effort, saving overall cost and/or maintaining the integrity of previously made investments. Ongoing operating costs are not included in the CIP.

Development of the CIP is a collaborative effort between the City’s leadership team and departments to identify projects via specific master plans and other planning tools. Major capital improvements projects require City Council interaction during the development and funding stages.

## Department Area Descriptions

This CIP is divided into the following sections:

- General
- Planning Department
- Water Department
- Wastewater Department
- Street Department
- General Appendix
- Planning Department Appendix
- Water Department Appendix
- Wastewater Department Appendix
- Street Department Appendix

## Project Types

Projects generally fall within the primary categories identified below:

- System Repairs and Replacements - Projects needed to maintain existing infrastructure, typically needed to ensure reliable service.
- System Improvements - Projects designed to increase the functionality, efficiency, and/or capability of the infrastructure.
- Capacity-increasing Projects to Meet Population and Commercial Business Growth.
- Redevelopment and Community Enhancement - Projects created for urban renewal, overall community or neighborhood livability, and safety enhancement.
- Guidance and Regulatory Systems - Amendment of land use or other long-range planning documents to facilitate development of residential, commercial, and industrial land to help ensure water, wastewater, and transportation systems are adequate.

## Department Goals

- Provide quality management of the CIP.
- Provide meaningful input for the City Council to make fiscally responsible decisions.
- Update the City Council on program implementation.
- Ensure timely information is provided to the Finance Department and City Council for cost differences.
- Provide timely project starts and completions.

## What Projects Are in the Capital Improvements Plan

Capital assets are defined as tangible and intangible assets acquired for use in operations that will benefit more than a single fiscal period. This CIP presents capital improvements and capital outlay. Capital improvements are expansions of, or improvements to, the City's physical facilities, such as buildings, land, and infrastructure, including roads, bridges, sidewalks, and utility systems. Capital outlay is generally used for equipment, vehicles, and technologies. The City's capitalization threshold has a minimum value of \$5,000 and a life expectancy of at least three years. Projects costing less than \$5,000 are not considered capital and are funded through operating budgets. Land use and other planning processes are also incorporated into this CIP to help ensure adequate funding for this important work is available going forward.

Projects in the CIP can include:

- Construction costs (i.e., labor, materials, and contractors involved in completing a project).
- Acquisition of land or structures.
- Engineering or architectural services, professional studies, or other administrative costs.
- Costs associated with the development or amendment of land use or other long-range planning documents.
- Expenses for City equipment, vehicles, and technologies.
- Expenses for expanding City facilities.

## Funding Overview

Implementation of the CIP relies on a variety of potential funding sources. These include utility rate charges, tax increment revenues, user fees, general fund revenues, grants, and system development charges. Most of the funding scenarios may be somewhat complex and interwoven based on project goals, anticipated construction elements, and project timelines. The accounting of infrastructure income prohibits the transfer of funds between some departments. For example, street income can only be utilized for repair and maintenance or capital improvements associated with the Street Department.

Capital improvement cost estimates are created and/or updated based on discussions with City staff and vendors and current bid results of other recent construction projects in the area. Each project estimate includes a 4.0 percent per year inflation rate anticipated to cover escalating project costs realized each year. This percentage is based on inflation rates that vary based on the economy, and it is anticipated that rates will vary from those estimated. Estimates include planning fees, if any, design engineering fees, construction costs, and anticipated construction engineering service fees (i.e., bidding assistance, project observations technical assistance, construction surveying, etc.).

Each of the four department sections, as well as the general section, contain figures that show project priority with an estimated cost for the next five-year period.

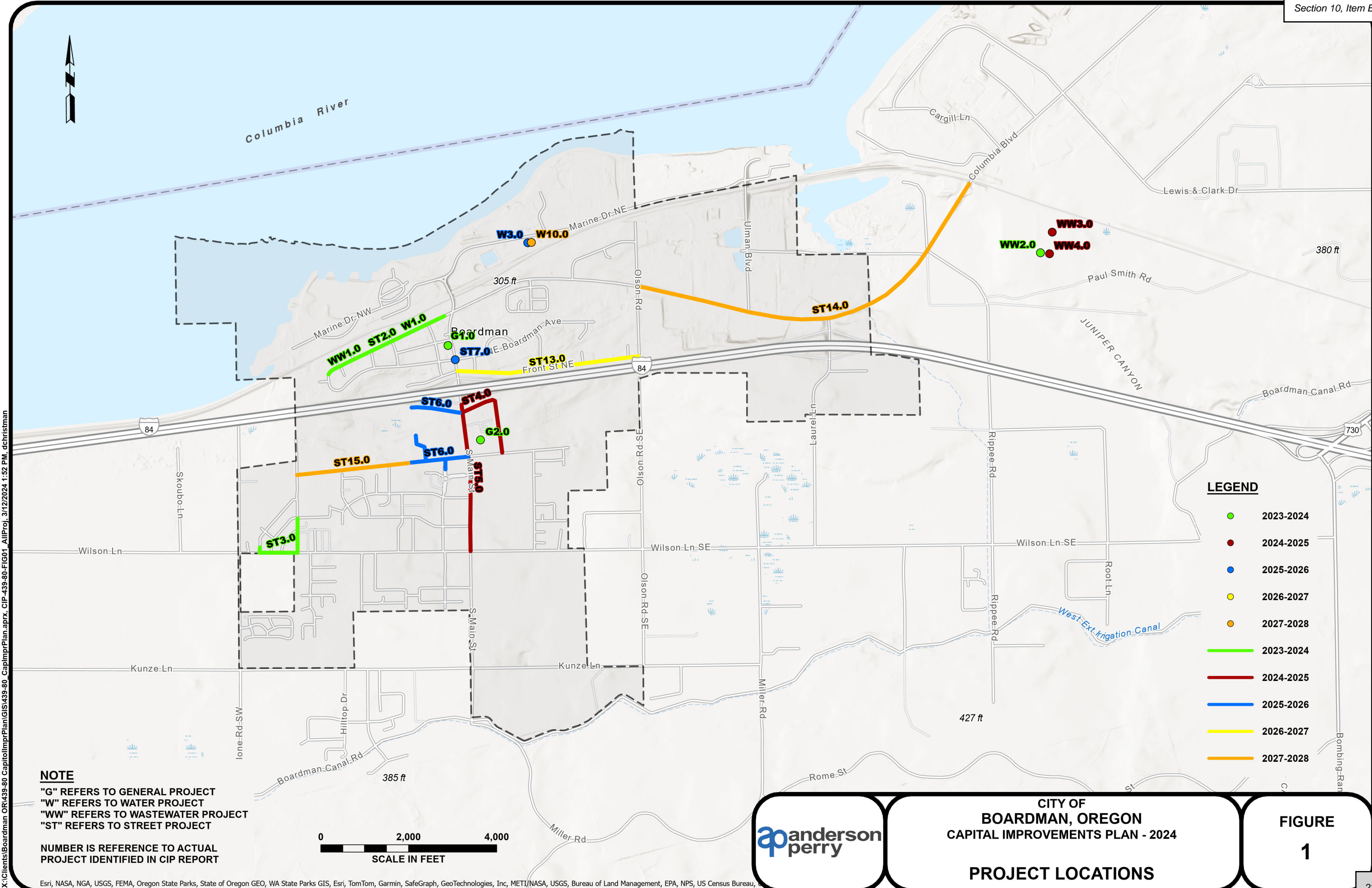
The CIP is not a financing document. Rather, the CIP is a planning document that places projects in the annual budget whereby funds are appropriated for them by the City Council. Prior to actual project work, refined scopes of work, construction cost estimates, and associated design fees will be presented to the City Council for final approval to expend funds.

## Project Overview

Projects across the City that entail infrastructure improvements for the Water, Wastewater, Street, and Community Development and Planning Departments, as well as the General section, are identified in this CIP. The projects within these departments are identified on Figure 1, and the associated labels are referenced to project summaries included in each of the five department sections.

Additional projects within each of the five departments that are currently prioritized outside of the five-year CIP window due to funding limitations have been identified. These projects are included in the appendices for inclusion in future CIP updates.

Completed CIP projects within each of the five departments are shown in the appendices for reference.



**LEGEND**

<span style="color: green;">●</span>	2023-2024
<span style="color: red;">●</span>	2024-2025
<span style="color: blue;">●</span>	2025-2026
<span style="color: yellow;">●</span>	2026-2027
<span style="color: orange;">●</span>	2027-2028
<span style="color: green;">—</span>	2023-2024
<span style="color: red;">—</span>	2024-2025
<span style="color: blue;">—</span>	2025-2026
<span style="color: yellow;">—</span>	2026-2027
<span style="color: orange;">—</span>	2027-2028

**NOTE**  
 "G" REFERS TO GENERAL PROJECT  
 "W" REFERS TO WATER PROJECT  
 "WW" REFERS TO WASTEWATER PROJECT  
 "ST" REFERS TO STREET PROJECT  
 NUMBER IS REFERENCE TO ACTUAL PROJECT IDENTIFIED IN CIP REPORT





**CITY OF BOARDMAN, OREGON**  
**CAPITAL IMPROVEMENTS PLAN - 2024**

**FIGURE 1**

**PROJECT LOCATIONS**

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# General

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The City of Boardman has projects that need to be planned, but will not be planned by the planning, water, wastewater, or street departments. The general fund covers all projects not planned by the planning, water, wastewater, and street departments. Table 1 provides an overview of the proposed general projects, anticipated financial expenditures, and the proposed fiscal year of each improvement. Figure 2 shows the physical locations of the proposed general improvements throughout the City.

**City of Boardman, Oregon  
Capital Improvements Plan  
Future Value - General Project Summary**

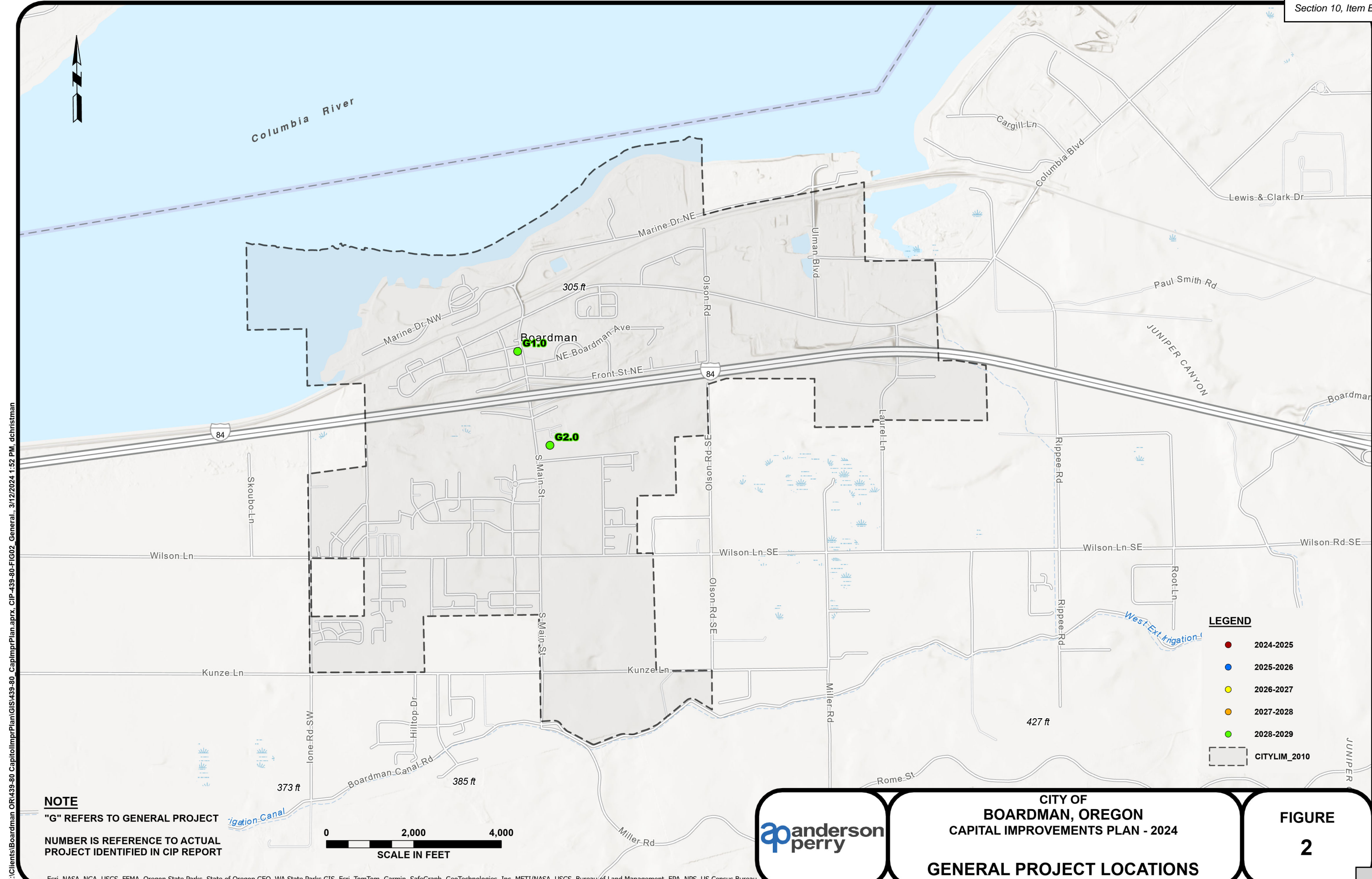
Project No.	Project	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28
<b>General Projects</b>						
<b>G 1.0</b>	Surplus Old City Shop	\$ -	\$ -	\$ 50,000	\$ -	\$ -
<b>G 2.0</b>	Bonneville Power Administration Greenspace	\$ -	\$ 440,000	\$ -	\$ -	\$ -
<b>General Total</b>		\$ -	\$ 440,000	\$ 50,000	\$ -	\$ -



CITY OF  
BOARDMAN, OREGON  
CAPITAL IMPROVEMENTS PLAN  
FUTURE VALUE - GENERAL  
PROJECT SUMMARY

**TABLE  
1**





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**NOTE**  
 "G" REFERS TO GENERAL PROJECT  
 NUMBER IS REFERENCE TO ACTUAL PROJECT IDENTIFIED IN CIP REPORT

0 2,000 4,000  
 SCALE IN FEET



**CITY OF BOARDMAN, OREGON**  
**CAPITAL IMPROVEMENTS PLAN - 2024**  
**GENERAL PROJECT LOCATIONS**

**FIGURE 2**



<b>Project Number:</b>	G 1.0
<b>Project Name:</b>	Surplus Old City Shop
<b>Fund:</b>	General
<b>Estimated Cost:</b>	\$50,000
<b>Fiscal Year:</b>	2025-26

**Project Description:**

The project will include decommissioning the infrastructure associated with the old City Shop such as the groundwater well, backup generator, etc., so the City can sell the property.

**Project Justification:**

The City desires to sell the property so it can be developed.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
G 1.0	General Fund	\$50,000	2025-26
<b>Total</b>		<b>\$50,000</b>	



<b>Project Number:</b>	G 2.0
<b>Project Name:</b>	Bonneville Power Administration Greenspace
<b>Fund:</b>	General
<b>Estimated Cost:</b>	\$440,000
<b>Fiscal Year:</b>	2024-25

**Project Description:**

The City will acquire approximately 28 acres for a net cost of \$290,000 around the Bonneville Power Administration (BPA) right-of-way (ROW). The project will develop the BPA ROW into usable space for public use. The project will include walking paths, sidewalks, grass areas, and public restrooms. Project will be funded by the Central Urban Renewal Area (CURA).

**Project Justification:**

The City of Boardman is dissected by the BPA ROW. This space is generally unusable as allowed uses around the ROW are minimal. Constructing greenspaces around the ROW are an allowed use of the space. The greenspace will beautify the area and bring recreation, both providing benefit to the community.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
G 2.0	CURA Funds	\$440,000	2024-25
<b>Total</b>		<b>\$440,000</b>	

# **Community Development and Planning**

The City of Boardman’s Community Development and Planning Department (CDPD) is responsible for assisting citizens and developers by applying the adopted City codes for proposed developments. The CDPD has identified the long-range planning work needed to update and upgrade the City of Boardman planning program.

Projects included in the Capital Improvements Plan are anticipated to be completed by subconsultants. Therefore, updates to planning documents that will be completed by the CDPD are not included.

Table 2 provides an overview of the proposed CDPD projects, anticipated financial expenditures, and the proposed fiscal year of each project.

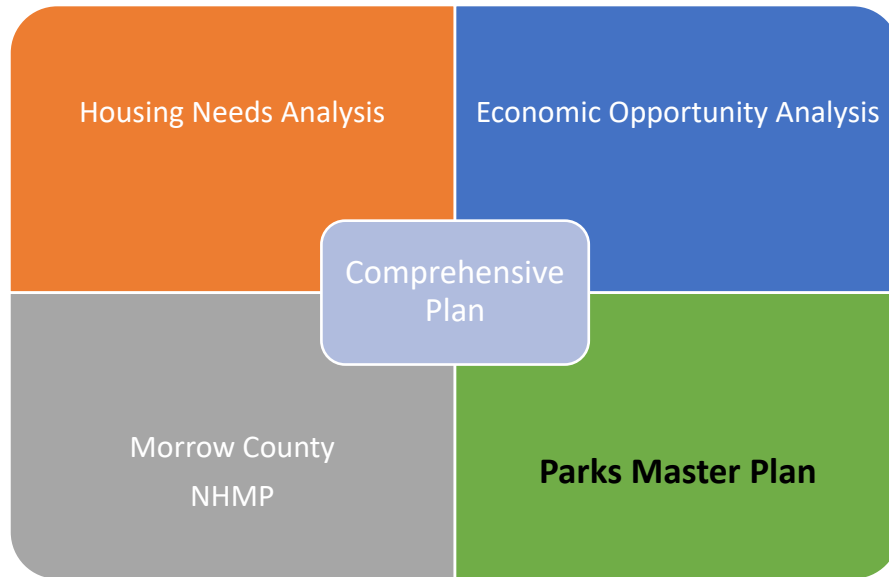
**City of Boardman, Oregon  
Capital Improvements Plan  
Future Value - Community Development and Planning Project Summary**

Project No.	Project	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28
<b>Planning Projects</b>						
P 1.0	Comprehensive Plan					
P 1.1	Housing Needs Analysis	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -
P 1.2	Economic Opportunity Analysis	\$ -	\$ 50,000	\$ -	\$ -	\$ -
P 1.3	Parks Master Plan	\$ -	\$ 40,000	\$ -	\$ -	\$ -
P 2.0	Boardman Development Code Update	\$ -	\$ 50,000	\$ 100,000	\$ -	\$ -
P 3.0	Boardman Municipal Code Update	\$ -	\$ -	\$ 25,000	\$ -	\$ -
<b>Planning Total</b>		\$ 20,000	\$ 160,000	\$ 125,000	\$ -	\$ -



CITY OF  
BOARDMAN, OREGON  
CAPITAL IMPROVEMENTS PLAN  
  
FUTURE VALUE - COMMUNITY DEVELOPMENT  
AND PLANNING PROJECT SUMMARY

**TABLE  
2**



<b>Project Number:</b>	P 1.3
<b>Project Name:</b>	Parks Master Plan
<b>Fund:</b>	Planning
<b>Estimated Cost:</b>	\$40,000
<b>Fiscal Year:</b>	2024-25

**Project Description:**

This includes a collaborative effort between the City of Boardman and the Boardman Parks & Recreation District to develop a Parks Master Plan for the City.

**Project Justification:**

Parks Master Plans are written for new and existing parks and present a balance of recreation opportunities with resource protection while guiding future park development and community engagement.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
P 1.3	Planning Fund	\$40,000	2024-25
<b>Total</b>		<b>\$40,000</b>	

# Boardman Development Code Update

<b>Project Number:</b>	P 2.0
<b>Project Name:</b>	Boardman Development Code Update
<b>Fund:</b>	Planning
<b>Estimated Cost:</b>	\$150,000
<b>Fiscal Year:</b>	2024-25 to 2025-26

**Project Description:**

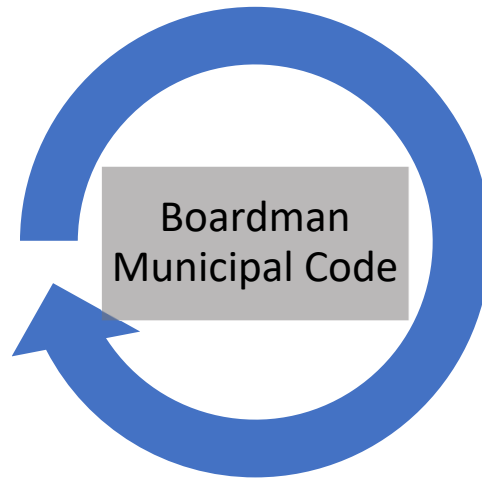
Update the Boardman Development Code, which was last adopted in 2002.

**Project Justification:**

The Boardman Development Code needs to be updated to be consistent with current Oregon State law and to form the basis for the other planning document updates.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
P 2.0	Planning Fund	\$50,000	2024-25
P 2.0	Planning Fund	\$100,000	2025-26
<b>Total</b>		<b>\$150,000</b>	



<b>Project Number:</b>	P 3.0
<b>Project Name:</b>	Boardman Municipal Code Update
<b>Fund:</b>	Planning
<b>Estimated Cost:</b>	\$25,000
<b>Fiscal Year:</b>	2025-26

**Project Description:**

Update the Boardman Municipal Code.

**Project Justification:**

The Boardman Municipal Code needs to be updated to adopt new codes related to business licenses and the City’s current Code Enforcement program including animal control. There will be other updates to the Municipal Code for consistency with the Development Code updates.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
P 3.0	Planning Fund	\$25,000	2025-26
<b>Total</b>		\$25,000	



# Water Department

---

The City of Boardman completed a Water System Master Plan (WSMP) in September 2015 that presents a detailed description and evaluation of the City's water system. In general, the City's water system consists of:

- Water Reservoirs 3
- Total Water Storage 725,000 gallons
- Miles of Pipe Approximately 17.5 miles
- Water Wells 3
- Booster Pump Stations 1

The City supplies water to residential, commercial, and industrial water users within its service area. The proposed projects in the Capital Improvements Plan may include "increased-capacity" projects, "replacement/renewal" projects, and equipment upgrades. The proposed improvements have been programmed based on facility needs, the urgency of proposed upgrades, and anticipated funding availability.

Table 3 provides an overview of the proposed water system projects, anticipated financial expenditures, and the proposed fiscal year of each improvement. Figure 3 shows the physical locations of the proposed water system improvements throughout the City.

The capital improvements list for the Water Department provided herein is based on replacement/renewal/repair projects completed and the City's WSMP prepared in 2015. Projects within the Water Department include distribution system improvements, reservoir modifications/construction, and improvements planned to improve system reliability.

**City of Boardman, Oregon  
Capital Improvements Plan  
Future Value - Water Project Summary**

Project No.	Project	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28
<b>Water Projects</b>						
<b>W 1.0</b>	Columbia Avenue N.W. Improvements	\$ 400,000	\$ -	\$ -	\$ -	\$ -
<b>W 2.0</b>	South Boardman Water System Feasibility Study	\$ 50,000	\$ -	\$ -	\$ -	\$ -
<b>W 3.0</b>	300,000-gallon Reservoir Recoating	\$ -	\$ -	\$ 350,000	\$ -	\$ -
<b>W 4.0</b>	Water System Master Plan Update	\$ -	\$ -	\$ 70,000	\$ -	\$ -
<b>W 5.0</b>	Maintenance and Storage Shop	\$ -	\$ -	\$ 120,000	\$ -	\$ -
<b>W 6.0</b>	Loader	\$ -	\$ -	\$ 70,000	\$ -	\$ -
<b>W 7.0</b>	Vac Truck	\$ -	\$ -	\$ 175,000	\$ -	\$ -
<b>W 8.0</b>	Ten-yard Dump Truck	\$ -	\$ -	\$ 20,000	\$ -	\$ -
<b>W 9.0</b>	Water Management and Conservation Plan Update	\$ -	\$ -	\$ -	\$ 40,000	\$ -
<b>W 10.0</b>	Decommission Old Water Booster Pump Station	\$ -	\$ -	\$ -	\$ -	\$ 20,000
<b>Water Total</b>		\$ 450,000	\$ -	\$ 805,000	\$ 40,000	\$ 20,000

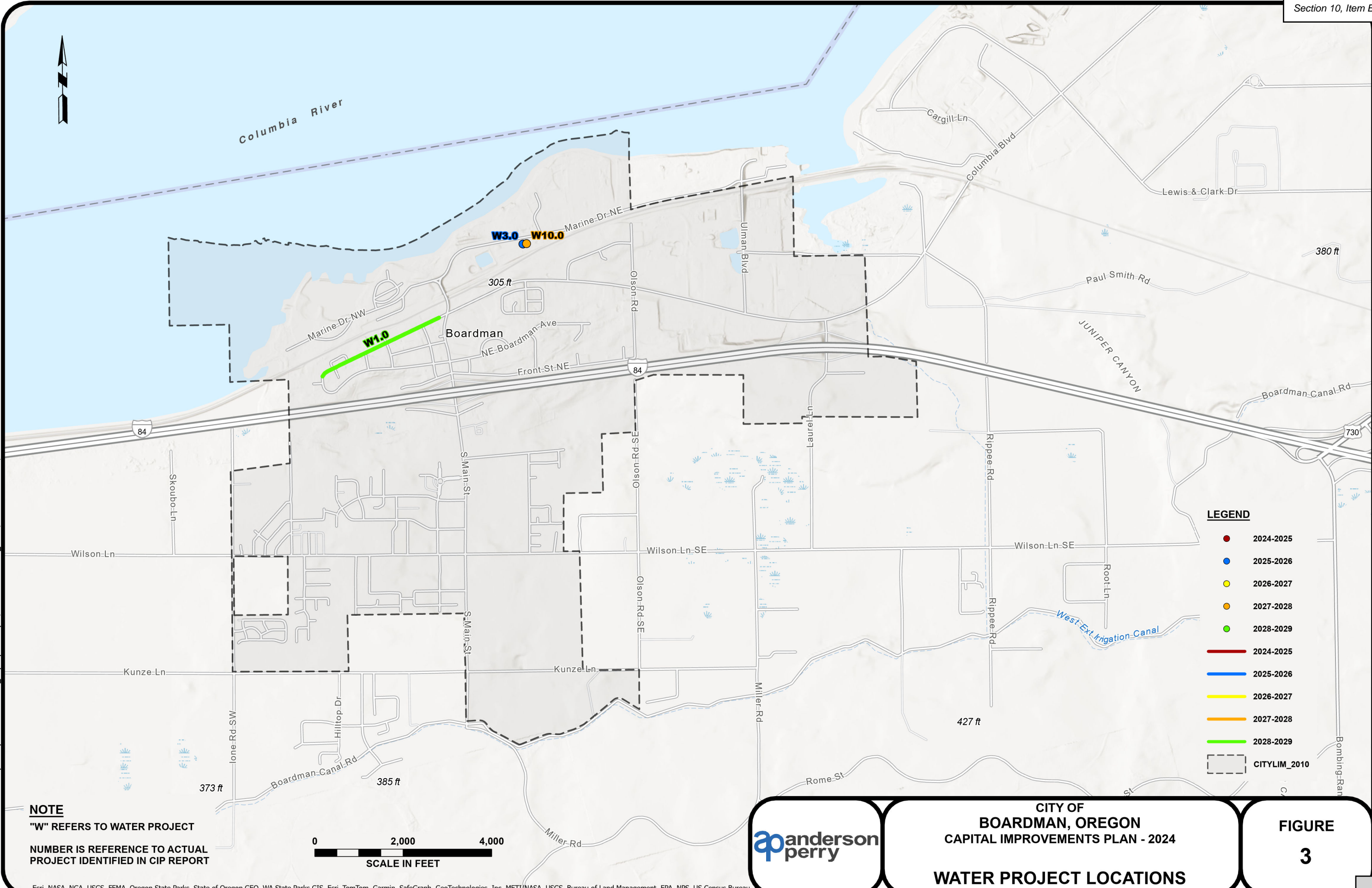


CITY OF  
BOARDMAN, OREGON  
CAPITAL IMPROVEMENTS PLAN  
FUTURE VALUE - WATER PROJECT  
SUMMARY

**TABLE  
3**



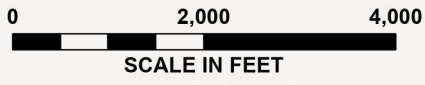
Columbia River



**LEGEND**

- 2024-2025
- 2025-2026
- 2026-2027
- 2027-2028
- 2028-2029
- 2024-2025
- 2025-2026
- 2026-2027
- 2027-2028
- 2028-2029
- - - CITYLIM\_2010

**NOTE**  
 "W" REFERS TO WATER PROJECT  
 NUMBER IS REFERENCE TO ACTUAL PROJECT IDENTIFIED IN CIP REPORT





**CITY OF BOARDMAN, OREGON**  
**CAPITAL IMPROVEMENTS PLAN - 2024**

**FIGURE 3**

**WATER PROJECT LOCATIONS**

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<b>Project Number:</b>	W 3.0
<b>Project Name:</b>	300,000-gallon Reservoir Recoating
<b>Fund:</b>	Water
<b>Estimated Cost:</b>	\$350,000
<b>Fiscal Year:</b>	2025-26

**Project Description:**

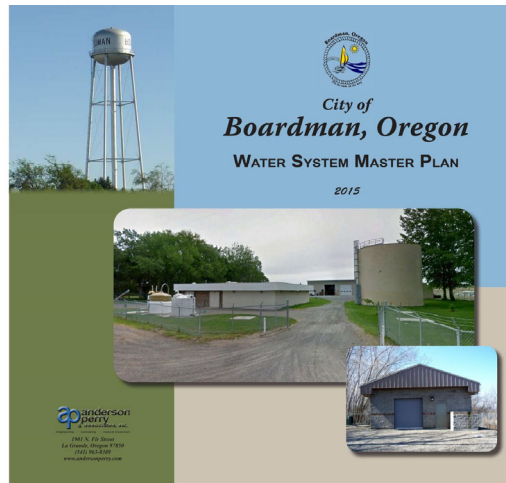
The project will include painting the welded steel reservoir interior and exterior surfaces. The reservoir will be drained and sandblasted to remove compromised coatings and rust. The reservoir will be coated with industry standard coatings and the cathodic protection system will be upgraded.

**Project Justification:**

The welded steel reservoir was constructed in 2001 with an inspection completed in approximately 2018. The inspection revealed coatings failure and rusting. Recoating of the welded steel reservoir and upgrading the cathodic protection system is needed to prolong the City’s investments and are common practice considering the age of the reservoir.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
W 3.0	Water Fund	\$350,000	2025-26
<b>Total</b>		<b>\$350,000</b>	



<b>Project Number:</b>	W 4.0
<b>Project Name:</b>	Water System Master Plan Update
<b>Fund:</b>	Water
<b>Estimated Cost:</b>	\$70,000
<b>Fiscal Year:</b>	2025-26

**Project Description:**

Updating the City’s current Water System Master Plan (WSMP) will include analyzing the City’s water system and providing suggestions for improvements to increase, or meet, capacity and distribution requirements.

**Project Justification:**

The City’s WSMP needs to be updated every ten years to maintain regulatory compliance. Since the WSMP was adopted in 2015, an update will be needed within the five-year scope of this Capital Improvements Plan. The WSMP will help the City identify areas of the water system that need improvements and help ensure the City will meet distribution and capacity needs for the future.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
W 4.0	Water Fund	\$70,000	2025-26
<b>Total</b>		<b>\$70,000</b>	



<b>Project Number:</b>	W 5.0, WW 6.0, ST 8.0
<b>Project Name:</b>	Maintenance and Storage Shop
<b>Fund:</b>	Water, Wastewater, Street
<b>Estimated Cost:</b>	\$120,000
<b>Fiscal Year:</b>	2025-26

**Project Description:**

Construct a maintenance and storage shop to support the Public Works Department.

**Project Justification:**

As the City of Boardman grows, so does the Public Works Department. There is a need to provide additional vehicle/equipment storage in conditioned space.

<b>Funding Data:</b>			
Project No.	Fund Name	Amount	Fiscal Year
W 5.0	Water Fund	\$120,000	2025-26
WW 6.0	Wastewater Fund	\$110,000	2025-26
ST 8.0	Street Fund	\$120,000	2025-26
<b>Total</b>		<b>\$350,000</b>	



<b>Project Number:</b>	W 6.0, WW 7.0, ST 10.0
<b>Project Name:</b>	Loader
<b>Fund:</b>	Water, Wastewater, Street
<b>Estimated Cost:</b>	\$70,000
<b>Fiscal Year:</b>	2025-26

**Project Description:**

Purchase a loader for Public Works use.

**Project Justification:**

Public Works needs a loader to be more efficient in daily operations.

<b>Funding Data:</b>			
Project No.	Fund Name	Amount	Fiscal Year
W 6.0	Water Fund	\$70,000	2025-26
WW 7.0	Wastewater Fund	\$60,000	2025-26
ST 10.0	Street Fund	\$70,000	2025-26
<b>Total</b>		<b>\$200,000</b>	



<b>Project Number:</b>	W 7.0, WW 8.0, ST 11.0
<b>Project Name:</b>	Vac Truck
<b>Fund:</b>	Water, Wastewater, Street
<b>Estimated Cost:</b>	\$175,000
<b>Fiscal Year:</b>	2025-26

**Project Description:**

Purchase a new vac truck for Public Works use.

**Project Justification:**

The existing vac truck has surpassed its service life and needs to be replaced.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
W 7.0	Water Fund	\$175,000	2025-26
WW 8.0	Wastewater Fund	\$175,500	2025-26
ST 11.0	Street Fund	\$150,000	2025-26
<b>Total</b>		<b>\$500,000</b>	





<b>Project Number:</b>	W 8.0, WW 9.0, ST 12.0
<b>Project Name:</b>	Ten-yard Dump Truck
<b>Fund:</b>	Water, Wastewater, Street
<b>Estimated Cost:</b>	\$20,000
<b>Fiscal Year:</b>	2025-26

**Project Description:**

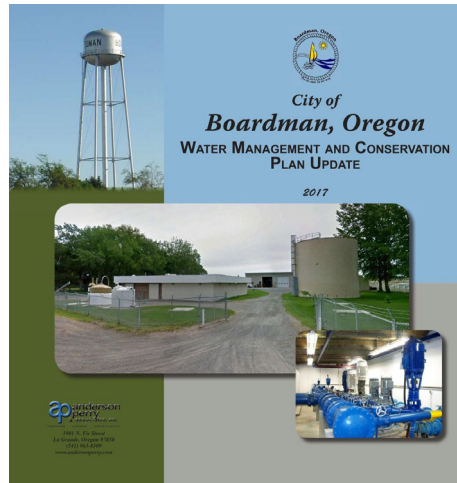
Purchase a ten-yard dump truck for Public Works use.

**Project Justification:**

Public Works needs a ten-yard dump truck to be more efficient in daily operations.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
W 8.0	Water Fund	\$20,000	2025-26
WW 9.0	Wastewater Fund	\$40,000	2025-26
ST 12.0	Street Fund	\$40,000	2025-26
<b>Total</b>		<b>\$100,000</b>	



<b>Project Number:</b>	W 9.0
<b>Project Name:</b>	Water Management and Conservation Plan Update
<b>Fund:</b>	Water
<b>Estimated Cost:</b>	\$40,000
<b>Fiscal Year:</b>	2026-27

**Project Description:**

Updating the City’s current Water Management and Conservation Plan (WMCP) will require analyzing the City’s water system. After an analysis is finished, the WMCP will discuss how the City is managing and conserving water as well as permit requirements.

**Project Justification:**

The City’s WMCP is required to be updated every ten years to maintain regulatory compliance. Since the last update to the WMCP was in 2017, an update will be needed within the five-year scope of this Capital Improvements Plan. The WMCP will help the City identify areas of the water system that need improvements. This will help the City meet distribution and capacity needs for the future.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
W 9.0	Water Fund	\$40,000	2026-27
<b>Total</b>		<b>\$40,000</b>	



<b>Project Number:</b>	W 10.0
<b>Project Name:</b>	Decommission Old Water Booster Pump Station
<b>Fund:</b>	Water
<b>Estimated Cost:</b>	\$20,000
<b>Fiscal Year:</b>	2027-28

**Project Description:**

Decommission the old water booster pump station.

**Project Justification:**

After construction of the new water booster pump station, the City’s old booster pump station is redundant. The building structure and equipment enclosed is past its service life, and it is not feasible or reasonable to restore a redundant booster pump station.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
W 10.0	Water Fund	\$20,000	2027-28
<b>Total</b>		<b>\$20,000</b>	



**City of Boardman, Oregon  
Capital Improvements Plan  
Future Value - Wastewater Project Summary**

Project No.	Project	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28
<b>Wastewater Projects</b>						
<b>WW 1.0</b>	Columbia Avenue N.W. Improvements	\$ 400,000	\$ -	\$ -	\$ -	\$ -
<b>WW 2.0</b>	Headworks Screen and Septage Receiving Station	\$ 50,000	\$ 1,000,000	\$ -	\$ -	\$ -
<b>WW 3.0</b>	Lagoon 1 Biosolids Removal	\$ -	\$ 1,250,000	\$ -	\$ -	\$ -
<b>WW 4.0</b>	Replace On-Site Sodium Hypochlorite System	\$ -	\$ 200,000	\$ -	\$ -	\$ -
<b>WW 5.0</b>	Collection System Study	\$ -	\$ -	\$ 80,000	\$ -	\$ -
<b>WW 6.0</b>	Maintenance and Storage Shop	\$ -	\$ -	\$ 110,000	\$ -	\$ -
<b>WW 7.0</b>	Loader	\$ -	\$ -	\$ 60,000	\$ -	\$ -
<b>WW 8.0</b>	Vac Truck	\$ -	\$ -	\$ 175,000	\$ -	\$ -
<b>WW 9.0</b>	Ten-yard Dump Truck	\$ -	\$ -	\$ 40,000	\$ -	\$ -
<b>Wastewater Total</b>		<b>\$ 450,000</b>	<b>\$ 2,450,000</b>	<b>\$ 465,000</b>	<b>\$ -</b>	<b>\$ -</b>

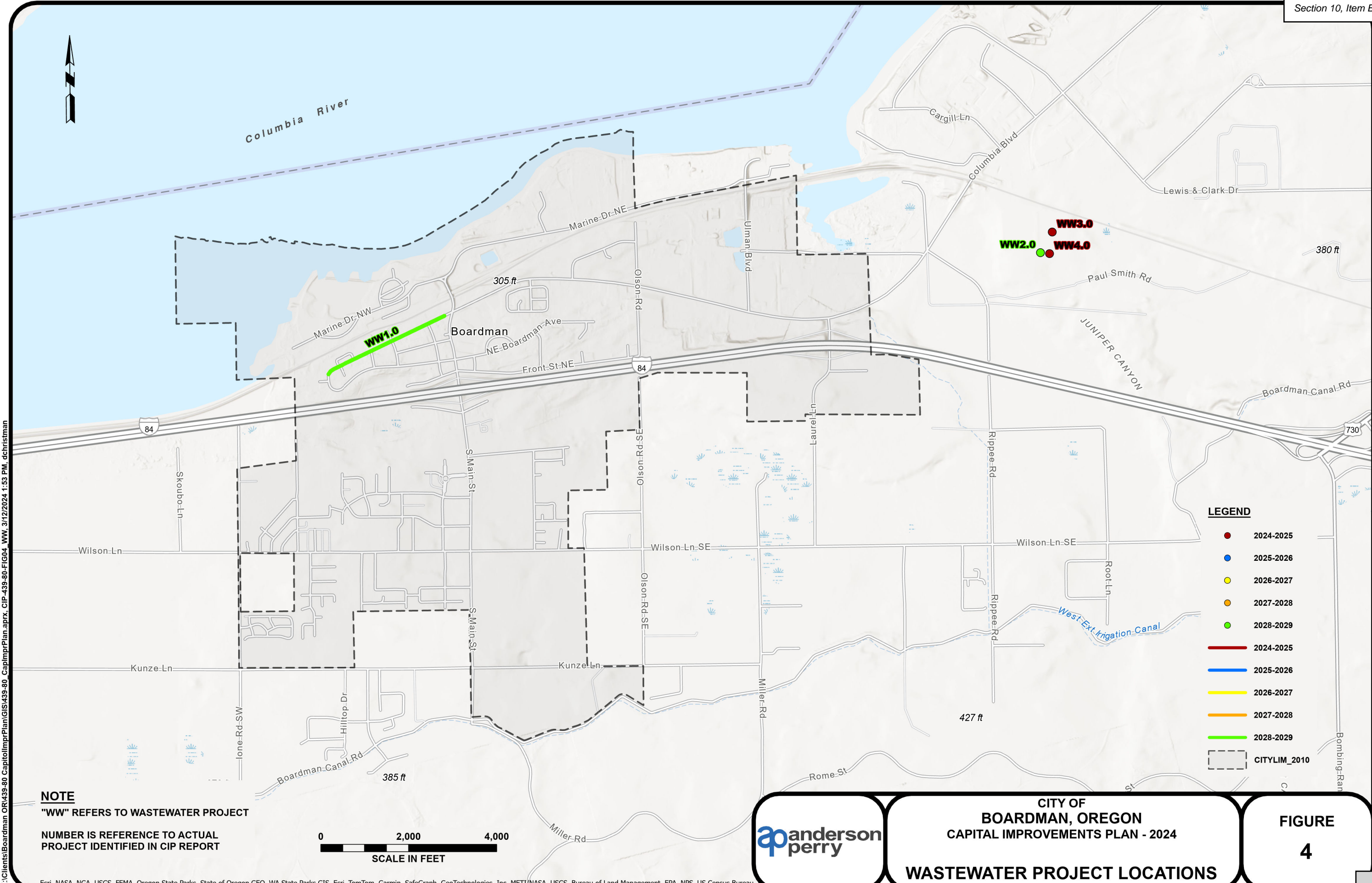


CITY OF  
BOARDMAN, OREGON  
CAPITAL IMPROVEMENTS PLAN  
FUTURE VALUE - WASTEWATER  
PROJECT SUMMARY

**TABLE  
4**

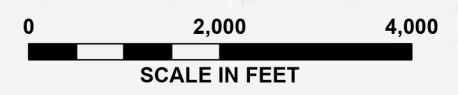


Columbia River



- LEGEND**
- 2024-2025
  - 2025-2026
  - 2026-2027
  - 2027-2028
  - 2028-2029
  - 2024-2025
  - 2025-2026
  - 2026-2027
  - 2027-2028
  - 2028-2029
  - CITYLIM\_2010

**NOTE**  
 "WW" REFERS TO WASTEWATER PROJECT  
 NUMBER IS REFERENCE TO ACTUAL  
 PROJECT IDENTIFIED IN CIP REPORT





**CITY OF  
 BOARDMAN, OREGON**  
 CAPITAL IMPROVEMENTS PLAN - 2024

**FIGURE  
 4**

**WASTEWATER PROJECT LOCATIONS**

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<b>Project Number:</b>	W 1.0, WW 1.0, ST 2.0
<b>Project Name:</b>	Columbia Avenue N.W. Improvements
<b>Fund:</b>	Water, Wastewater, Street
<b>Estimated Cost:</b>	\$400,000
<b>Fiscal Year:</b>	2023-24

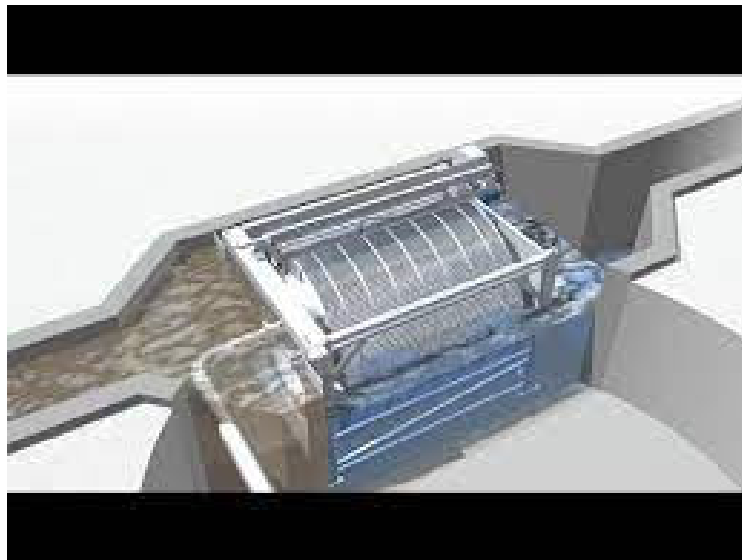
**Project Description:**

The City intends to replace the two parallel 8-inch concrete sewer lines along Columbia Avenue N.W. with one 15-inch polyvinyl chloride (PVC) sewer line. The project will include reinstating sewer service to residences, installing new manholes, and all work required to replace the sewer lines.

**Project Justification:**

In 2022, the City performed a closed-circuit television inspection of the sewer lines along this stretch of road. The inspection identified deficiencies, including root intrusions, pipe sags, and failed joints, and revealed that both sewer lines were reaching capacity during high demand periods. Replacing the existing concrete sewer lines with a single PVC line will ensure capacity requirements for the area are met.

<b>Funding Data:</b>			
Project No.	Fund Name	Amount	Fiscal Year
W 1.0	Water Fund	\$400,000	2023-24
WW 1.0	Wastewater Fund	\$400,000	2023-24
ST 2.0	Street Fund	\$500,000	2023-24
<b>Total</b>		<b>\$1,300,000</b>	



<b>Project Number:</b>	WW 2.0
<b>Project Name:</b>	Headworks Screen and Septage Receiving Station
<b>Fund:</b>	Wastewater
<b>Estimated Cost:</b>	\$1,050,000
<b>Fiscal Year:</b>	2023-24 to 2024-25

**Project Description:**

Construct a new headworks and septage receiving station.

**Project Justification:**

The City’s lagoon system operates without a headworks screen allowing garbage to accumulate in the lagoon system. The project will involve installation of a new headworks screen to help remove garbage from wastewater influent and the installation of a septage receiving station to accept hauled waste.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
WW 2.0	Wastewater Fund	\$50,000	2023-24
WW 2.0	Wastewater Fund	\$1,000,000	2024-25
<b>Total</b>		<b>\$1,050,000</b>	





<b>Project Number:</b>	WW 3.0
<b>Project Name:</b>	Lagoon 1 Biosolids Removal
<b>Fund:</b>	Wastewater
<b>Estimated Cost:</b>	\$1,250,000
<b>Fiscal Year:</b>	2024-25

**Project Description:**

The project will include draining Lagoon 1 at the wastewater treatment facility (WWTF). After the lagoon is drained, the biosolids will take approximately one to two years to dry. Once the biosolids have dried, work can begin to remove the biosolids, which will restore Lagoon 1 to its original depth. Since the WWTF does not currently have a headworks screen, the biosolids removed will contain inorganics and will need to be disposed of at the landfill.

**Project Justification:**

Increasing the depth of Lagoon 1 via biosolids removal will increase the overall capacity of the City’s WWTF. Increasing the capacity of the WWTF will allow the City to accept more wastewater as the City grows. By removing biosolids from Lagoon 1, the overall efficiency of the WWTF will be improved, ensuring the City has reliable wastewater treatment for years to come.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
WW 3.0	Wastewater Fund	\$1,250,000	2024-25
<b>Total</b>		<b>\$1,250,000</b>	



<b>Project Number:</b>	WW 4.0
<b>Project Name:</b>	Replace On-Site Sodium Hypochlorite System
<b>Fund:</b>	Wastewater
<b>Estimated Cost:</b>	\$200,000
<b>Fiscal Year:</b>	2024-25

**Project Description:**

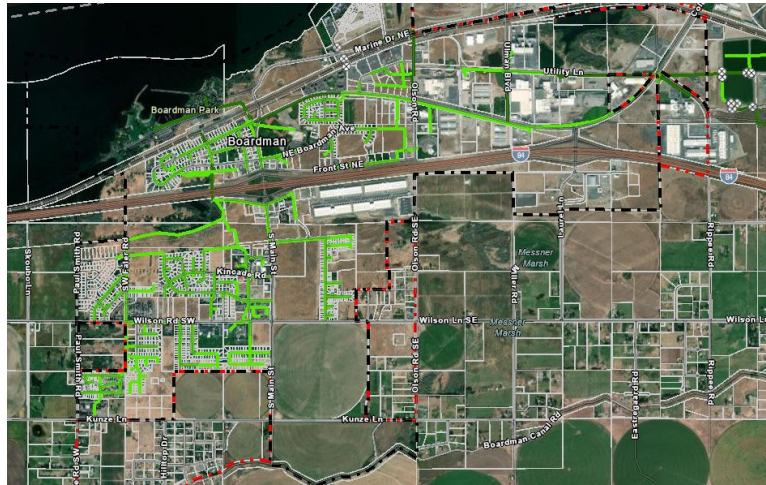
Replace the on-site sodium hypochlorite system.

**Project Justification:**

The existing on-site sodium hypochlorite system used for disinfecting recycled water land applied at Circle 52 has surpassed its service life and needs replaced.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
WW 4.0	Wastewater Fund	\$200,000	2024-25
<b>Total</b>		<b>\$200,000</b>	



<b>Project Number:</b>	WW 5.0
<b>Project Name:</b>	Collection System Study
<b>Fund:</b>	Wastewater
<b>Estimated Cost:</b>	\$80,000
<b>Fiscal Year:</b>	2025-26

**Project Description:**

Develop a Collection System Study.

**Project Justification:**

The Collection System Study will be developed for a 20-year planning period and will include design criteria and service goals for the planning period, identifying present and anticipated future system deficiencies, and evaluating future collection system needs. A system improvements implementation program will be developed to be incorporated in the Capital Improvements Plan.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
WW 5.0	Wastewater Fund	\$80,000	2025-26
<b>Total</b>		<b>\$80,000</b>	



<b>Project Number:</b>	W 5.0, WW 6.0, ST 8.0
<b>Project Name:</b>	Maintenance and Storage Shop
<b>Fund:</b>	Water, Wastewater, Street
<b>Estimated Cost:</b>	\$110,000
<b>Fiscal Year:</b>	2025-26

**Project Description:**

Construct a maintenance and storage shop to support the Public Works Department.

**Project Justification:**

As the City of Boardman grows, so does the Public Works Department. There is a need to provide additional vehicle/equipment storage in conditioned space.

<b>Funding Data:</b>			
Project No.	Fund Name	Amount	Fiscal Year
W 5.0	Water Fund	\$120,000	2025-26
WW 6.0	Wastewater Fund	\$110,000	2025-26
ST 8.0	Street Fund	\$120,000	2025-26
<b>Total</b>		<b>\$350,000</b>	



<b>Project Number:</b>	W 6.0, WW 7.0, ST 10.0
<b>Project Name:</b>	Loader
<b>Fund:</b>	Wastewater
<b>Estimated Cost:</b>	\$60,000
<b>Fiscal Year:</b>	2025-26

**Project Description:**

Purchase a loader for Public Works use.

**Project Justification:**

Public Works needs a loader to be more efficient in daily operations.

<b>Funding Data:</b>			
Project No.	Fund Name	Amount	Fiscal Year
W 6.0	Water Fund	\$70,000	2025-26
WW 8.0	Wastewater Fund	\$60,000	2025-26
ST 10.0	Street Fund	\$70,000	2025-26
<b>Total</b>		<b>\$200,000</b>	



<b>Project Number:</b>	W 7.0, WW 8.0, ST 11.0
<b>Project Name:</b>	Vac Truck
<b>Fund:</b>	Water, Wastewater, Street
<b>Estimated Cost:</b>	\$175,000
<b>Fiscal Year:</b>	2025-26

**Project Description:**

Purchase a new vac truck for Public Works use.

**Project Justification:**

The existing vac truck has surpassed its service life and needs to be replaced.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
W 7.0	Water Fund	\$175,000	2025-26
WW 8.0	Wastewater Fund	\$175,000	2025-26
ST 11.0	Street Fund	\$150,000	2025-26
<b>Total</b>		<b>\$500,000</b>	



<b>Project Number:</b>	W 8.0, WW 9.0, ST 12.0
<b>Project Name:</b>	Ten-yard Dump Truck
<b>Fund:</b>	Water, Wastewater, Street
<b>Estimated Cost:</b>	\$40,000
<b>Fiscal Year:</b>	2025-26

**Project Description:**

Purchase a ten-yard dump truck for Public Works use.

**Project Justification:**

Public Works needs a ten-yard dump truck to be more efficient in daily operations.

<b>Funding Data:</b>			
Project No.	Fund Name	Amount	Fiscal Year
W 8.0	Water Fund	\$20,000	2025-26
WW 9.0	Wastewater Fund	\$40,000	2025-26
ST 12.0	Street Fund	\$40,000	2025-26
<b>Total</b>		<b>\$100,000</b>	

# Street Department

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The capital improvements list for the City of Boardman Street Department is based on knowledge of the system provided by the Street Department staff. In general, the City’s street system consists of:

- Roadway Centerline Miles                      Approximately 19
- Traffic Signals    0

The Capital Improvements Plan projects identified by the Street Department include street rehabilitation, street beautification, street widening, intersection safety improvements, pedestrian improvements, and new streets.

Table 5 provides an overview of the proposed street system projects, anticipated financial expenditures, and the proposed fiscal year of each improvement. Figure 5 shows the physical locations of the proposed system improvements throughout the City.



City of Boardman, Oregon  
Capital Improvements Plan  
Future Value - Street Project Summary

Project No.	Project	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28
<b>Street Projects</b>						
ST 1.0	Pavement Evaluation Study	\$ 10,000	\$ -	\$ -	\$ -	\$ -
ST 2.0	Columbia Avenue N.W. Improvements	\$ 500,000	\$ -	\$ -	\$ -	\$ -
ST 3.0	Wilson Lane and Faler Road Sidewalk Improvements	\$ 400,000	\$ -	\$ -	\$ -	\$ -
ST 4.0	S.E. Front Street and S.E. 1st Street Improvements	\$ -	\$ 1,500,000	\$ -	\$ -	\$ -
ST 5.0	S. Main Street	\$ -	\$ 1,250,000	\$ 1,250,000	\$ -	\$ -
ST 6.0	S.W. Loop Road Improvements	\$ -	\$ -	\$ 2,130,000	\$ -	\$ -
ST 7.0	Boardman Avenue and N. Main Street Intersection	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -
ST 8.0	Maintenance and Storage Shop	\$ -	\$ -	\$ 120,000	\$ -	\$ -
ST 9.0	Sand Shed	\$ -	\$ -	\$ 200,000	\$ -	\$ -
ST 10.0	Loader	\$ -	\$ -	\$ 70,000	\$ -	\$ -
ST 11.0	Vac Truck	\$ -	\$ -	\$ 150,000	\$ -	\$ -
ST 12.0	Ten-yard Dump Truck	\$ -	\$ -	\$ 40,000	\$ -	\$ -
ST 13.0	N.E. Front Street	\$ -	\$ -	\$ -	\$ 2,950,000	\$ -
ST 14.0	N.E. Columbia Avenue: Olson Road to Union Pacific Railroad Overpass	\$ -	\$ -	\$ -	\$ -	\$ 3,200,000
ST 15.0	Oregon Trail Boulevard to Faler Road S.W.	\$ -	\$ -	\$ -	\$ -	\$ 2,300,900
<b>Street Total</b>		\$ 910,000	\$ 2,750,000	\$ 4,960,000	\$ 2,950,000	\$ 5,500,900

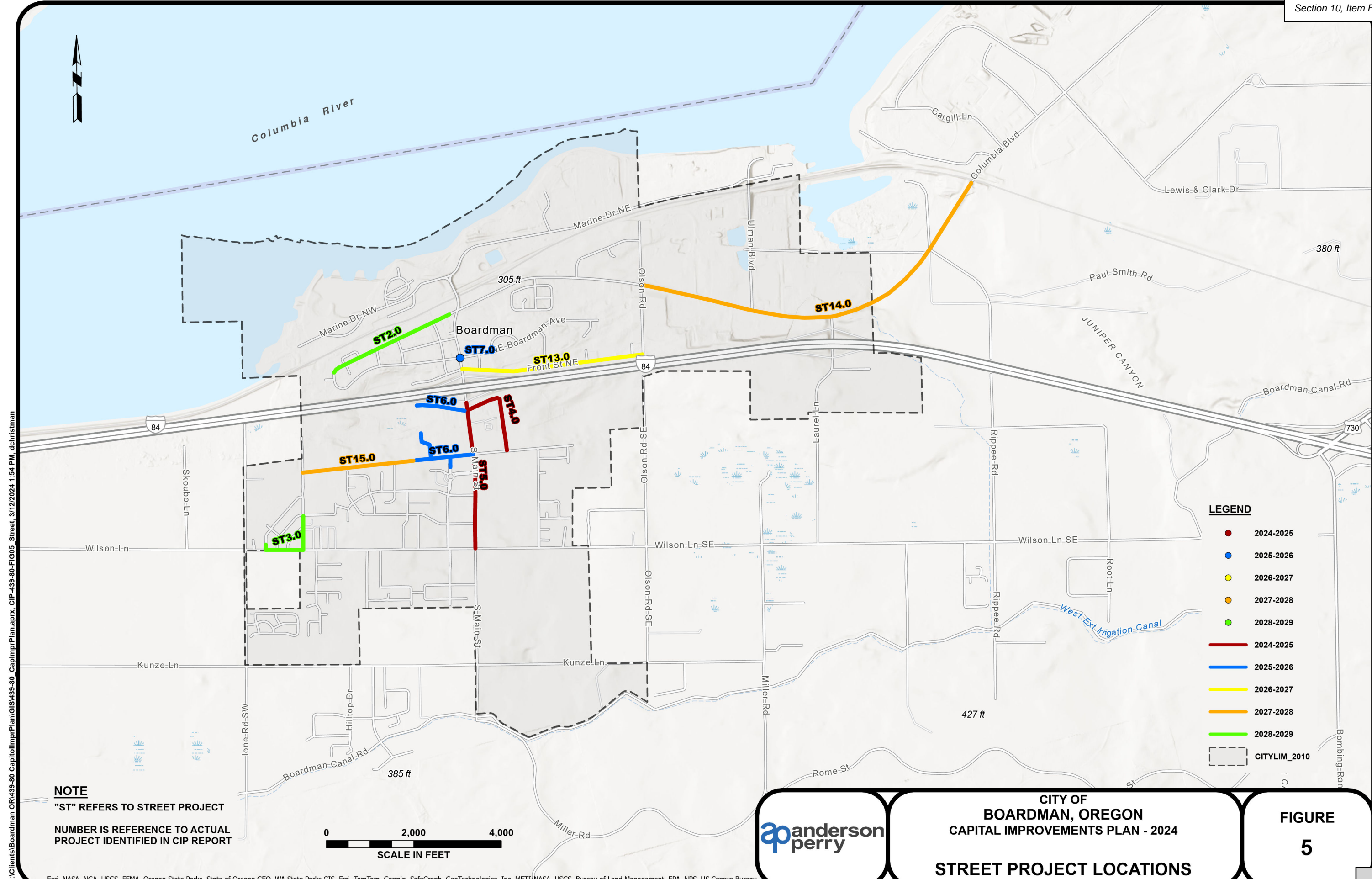


CITY OF  
BOARDMAN, OREGON  
CAPITAL IMPROVEMENTS PLAN  
FUTURE VALUE - STREET  
PROJECT SUMMARY

**TABLE  
5**



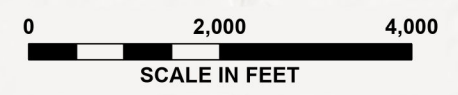
Columbia River



**LEGEND**

- 2024-2025
- 2025-2026
- 2026-2027
- 2027-2028
- 2028-2029
- 2024-2025
- 2025-2026
- 2026-2027
- 2027-2028
- 2028-2029
- CITYLIM\_2010

**NOTE**  
 "ST" REFERS TO STREET PROJECT  
 NUMBER IS REFERENCE TO ACTUAL PROJECT IDENTIFIED IN CIP REPORT





**CITY OF BOARDMAN, OREGON**  
**CAPITAL IMPROVEMENTS PLAN - 2024**

**FIGURE 5**

**STREET PROJECT LOCATIONS**

X:\Clients\Boardman OR\439-80 CapitolImpPlan\GIS\439-80 CapImpPlan.aprx, CIP-439-80-FIG05-Street, 3/12/2024 1:54 PM, dchristman



<b>Project Number:</b>	ST 1.0
<b>Project Name:</b>	Pavement Evaluation Study
<b>Fund:</b>	Street
<b>Estimated Cost:</b>	\$10,000
<b>Fiscal Year:</b>	2023-24

**Project Description:**

The purpose of the Pavement Evaluation Study is to document the existing condition of paved streets within the City, to develop recommended maintenance practices and options, and to serve as a guide for maintaining and improving street conditions.

**Project Justification:**

The City does not currently have a set plan for road maintenance, and generally repairs roads when they are in poor condition or other work is in progress, such as during water and sewer projects. Without adequate planning and funding, streets receive limited maintenance and deteriorate. Implementation of the pavement maintenance recommendations outlined in the Pavement Evaluation Study will help to produce a high-quality, reliable street network that will meet the City’s needs for the foreseeable future.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
ST 1.0	Street Fund	\$10,000	2023-24
<b>Total</b>		<b>\$10,000</b>	



<b>Project Number:</b>	W 1.0, WW 1.0, ST 2.0
<b>Project Name:</b>	Columbia Avenue N.W. Improvements
<b>Fund:</b>	Water, Wastewater, Street
<b>Estimated Cost:</b>	\$500,000
<b>Fiscal Year:</b>	2023-24

**Project Description:**

The project will include the reconstruction of Columbia Avenue N.W. from N. Main Street to approximately 350 feet southwest of N.W. Allen Court. The project will reconstruct the roadway after the completion of water and sewer line improvements and will include storm drainage improvements. Work will restore centerline stripes and adjust all roadway monumentation, manholes, catch basins, and existing valve boxes.

**Project Justification:**

New water and sewer lines will be installed, requiring roadwork for this stretch of road. Currently, the road has sections of very good, fair, and poor conditions. Conditions for fair and poor include poor ride quality, cracking, trench settlement, drainage problems, potholes, and obvious structural deficiencies. Roadway improvements are required to prevent premature roadway failure and ensure the roadway is functional for the community and area.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
W 1.0	Water Fund	\$400,000	2023-24
WW 1.0	Wastewater Fund	\$400,000	2023-24
ST 2.0	Street Fund	\$500,000	2023-24
<b>Total</b>		<b>\$1,300,000</b>	



<b>Project Number:</b>	ST 3.0
<b>Project Name:</b>	Wilson Lane and Faler Road Sidewalk Improvements
<b>Fund:</b>	Street
<b>Estimated Cost:</b>	\$400,000
<b>Fiscal Year:</b>	2023-24

**Project Description:**

The City wishes to construct concrete sidewalk, curb and gutter, and storm drainage improvements along Wilson Lane between Faler Road and Mt. Adams Avenue and along Faler Road between Wilson Lane and Mt. Hood Avenue. The project will include Americans with Disabilities Act (ADA) curb ramps and concrete driveway approaches.

**Project Justification:**

Currently, this stretch of road does not have adequate pedestrian accessibility or storm drainage. Constructing sidewalk, curb and gutter, ADA curb ramps, and other storm drainage improvements will provide adequate pedestrian accessibility and storm drainage to the area.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
ST 3.0	Street Fund	\$400,000	2023-24
<b>Total</b>		<b>\$400,000</b>	



<b>Project Number:</b>	ST 4.0
<b>Project Name:</b>	S.E. Front Street and S.E. 1st Street Improvements
<b>Fund:</b>	Street
<b>Estimated Cost:</b>	\$1,500,000
<b>Fiscal Year:</b>	2024-25

**Project Description:**

The project will include the reconstruction of S.E. Front Street and the construction of S.E. 1st Street between S.E. Front Street and Oregon Trail Boulevard. Work for the project will include approximately 7,290 square yards of roadway, 10,200 square feet of sidewalk, 2,210 linear feet of curb and gutter, storm drainage improvements, and parking improvements.

**Project Justification:**

S.E. Front Street needs to be reconstructed due to the poor condition of the road. This road has areas of instability with poor ride quality; extensive transverse, longitudinal, and alligator cracking with trench settlement and/or potholes; drainage problems; and obvious evidence of structural deficiencies. The construction of S.E. 1st Street will create a road section that supports increased traffic volumes from future development in the area.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
ST 4.0	Street Fund	\$1,500,000	2024-25
<b>Total</b>		<b>\$1,500,000</b>	



<b>Project Number:</b>	ST 5.0
<b>Project Name:</b>	S. Main Street
<b>Fund:</b>	Street
<b>Estimated Cost:</b>	\$2,500,000
<b>Fiscal Year:</b>	2024-25 to 2025-26

**Project Description:**

The project will include a complete road reconstruction, include demolition of the existing asphalt concrete road surface, concrete curbs, and asphalt concrete pedestrian path. After the demolition of existing surfaces and structures, construction of a new asphalt concrete road surface, curb and gutter, Americans with Disabilities Act curb ramps, center concrete median, and concrete sidewalk will be accomplished. Additionally, decorative streetlights will be installed, and storm drainage improvements will be made.

**Project Justification:**

This road is identified in the City’s Main Street Downtown Development Plan as the main north-south arterial for the City and is considered the “downtown” portion of the City. Improvements to this stretch of road will ensure future traffic and pedestrian demands will be met and will accommodate future development of the area.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
ST 5.0	Street Fund	\$1,250,000	2024-25
ST 5.0	Street Fund	\$1,250,000	2025-26
<b>Total</b>		<b>\$2,500,000</b>	



<b>Project Number:</b>	ST 6.0
<b>Project Name:</b>	S.W. Loop Road Improvements
<b>Fund:</b>	Street
<b>Estimated Cost:</b>	\$2,130,000
<b>Fiscal Year:</b>	2025-26

**Project Description:**

The project will be an extension of approximately 1,200 feet of Oregon Trail Boulevard to the west. The project will include curb and gutter, concrete sidewalk, Americans with Disabilities Act (ADA) curb ramps, storm drainage systems, and street lighting. ADA curb ramps will be developed to meet current ADA standards. All aspects of the project will be constructed according to City standards.

**Project Justification:**

Extending Oregon Trail Boulevard is identified in the City’s 2009 Main Street Interchange Area Management Plan. Extending this road can strengthen east-west as well as north-south connectivity. This section of road will also provide access to future development in the area.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
ST 6.0	Street Fund	\$2,130,000	2025-26
<b>Total</b>		<b>\$2,130,000</b>	





<b>Project Number:</b>	ST 7.0
<b>Project Name:</b>	Boardman Avenue and N. Main Street Intersection
<b>Fund:</b>	Street
<b>Estimated Cost:</b>	\$1,000,000
<b>Fiscal Year:</b>	2025-26

**Project Description:**

The project will consist of signaling the intersection of N. Main Street and Boardman Avenue. A center median on N. Main Street will also be constructed to improve traffic flow and pedestrian safety. The intersection will be reconfigured to accommodate the signal and center median.

**Project Justification:**

The improvements have been identified in the Technical Memorandum “Boardman Main Street Circulation Assessment” published by Kittelson & Associates, Inc. This intersection was identified as an intersection that would benefit from becoming signalized and will greatly improve traffic flow for the City’s main north-south arterial.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
ST 7.0	Street Fund	\$1,000,000	2025-26
<b>Total</b>		<b>\$1,000,000</b>	



<b>Project Number:</b>	W 5.0, WW 6.0, ST 8.0
<b>Project Name:</b>	Maintenance and Storage Shop
<b>Fund:</b>	Water, Wastewater, Street
<b>Estimated Cost:</b>	\$120,000
<b>Fiscal Year:</b>	2025-26

**Project Description:**

Construct a maintenance and storage shop to support the Public Works Department.

**Project Justification:**

As the City of Boardman grows, so does the Public Works Department. There is a need to provide additional vehicle/equipment storage in conditioned space.

<b>Funding Data:</b>			
Project No.	Fund Name	Amount	Fiscal Year
W 5.0	Water Fund	\$120,000	2025-26
WW 6.0	Wastewater Fund	\$110,000	2025-26
ST 8.0	Street Fund	\$120,000	2025-26
<b>Total</b>		<b>\$350,000</b>	



<b>Project Number:</b>	ST 9.0
<b>Project Name:</b>	Sand Shed
<b>Fund:</b>	Street
<b>Estimated Cost:</b>	\$200,000
<b>Fiscal Year:</b>	2025-26

**Project Description:**

Construct a sand shed to store material for the City.

**Project Justification:**

The City’s current sand storage uses tarps to keep sand free of moisture. The tarps often catch wind, allowing the sand to become saturated and causes a safety hazard for staff. Constructing a sand shed will eliminate the use of tarps, therefore increasing the safety of City staff and keeping the sand dry.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
ST 9.0	Street Fund	\$200,000	2025-26
<b>Total</b>		<b>\$200,000</b>	



<b>Project Number:</b>	W 6.0, WW 7.0, ST 10.0
<b>Project Name:</b>	Loader
<b>Fund:</b>	Water, Wastewater, Street
<b>Estimated Cost:</b>	\$70,000
<b>Fiscal Year:</b>	2025-26

**Project Description:**

Purchase a loader for Public Works use.

**Project Justification:**

Public Works needs a loader to be more efficient in daily operations.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
W 6.0	Water Fund	\$70,000	2025-26
WW 8.0	Wastewater Fund	\$60,000	2025-26
ST 10.0	Street Fund	\$70,000	2025-26
<b>Total</b>		<b>\$200,000</b>	



<b>Project Number:</b>	W 7.0, WW 8.0, ST 11.0
<b>Project Name:</b>	Vac Truck
<b>Fund:</b>	Water, Wastewater, Street
<b>Estimated Cost:</b>	\$150,000
<b>Fiscal Year:</b>	2025-26

**Project Description:**

Purchase a new vac truck for Public Works use.

**Project Justification:**

The existing vac truck has surpassed its service life and needs to be replaced.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
W 7.0	Water Fund	\$175,000	2025-26
WW 8.0	Wastewater Fund	\$175,000	2025-26
ST 11.0	Street Fund	\$150,000	2025-26
<b>Total</b>		<b>\$100,000</b>	



<b>Project Number:</b>	W 8.0, WW 9.0, ST 12.0
<b>Project Name:</b>	Ten-yard Dump Truck
<b>Fund:</b>	Water, Wastewater, Street
<b>Estimated Cost:</b>	\$40,000
<b>Fiscal Year:</b>	2025-26

**Project Description:**

Purchase a ten-yard dump truck for Public Works use.

**Project Justification:**

Public Works needs a ten-yard dump truck to be more efficient in daily operations.

<b>Funding Data:</b>			
Project No.	Fund Name	Amount	Fiscal Year
W 8.0	Water Fund	\$20,000	2025-26
WW 9.0	Wastewater Fund	\$40,000	2025-26
ST 12.0	Street Fund	\$40,000	2025-26
<b>Total</b>		<b>\$100,000</b>	



<b>Project Number:</b>	ST 13.0
<b>Project Name:</b>	N.E. Front Street
<b>Fund:</b>	Street
<b>Estimated Cost:</b>	\$2,950,000
<b>Fiscal Year:</b>	2026-27

**Project Description:**

The project will include the reconstruction of N.E. Front Street from N. Main Street to Olson Road. The project consists of rebuilding N.E. Front Street, which includes the construction of curb and gutter, concrete sidewalk, and Americans with Disabilities Act (ADA) curb ramps. The project also includes storm drainage improvements and new street lighting. ADA curb ramps will be developed to meet current ADA standards. All other aspects of the project will be constructed according to City standards.

**Project Justification:**

N.E. Front Street needs to be reconstructed due to the road’s poor condition. This road has areas of instability with poor ride quality; extensive transverse, longitudinal, and alligator cracking with trench settlement and/or potholes; drainage problems; and obvious evidence of structural deficiencies. Reconstruction of this road will ensure the roadway is functional for the community and area. Along with ADA curb ramps, sidewalk improvements will benefit the public by allowing greater mobility to the area for future development.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
ST 13.0	Street Fund	\$2,950,000	2026-27
<b>Total</b>		<b>\$2,950,000</b>	



<b>Project Number:</b>	ST 14.0
<b>Project Name:</b>	N.E. Columbia Avenue: Olson Road to Union Pacific Railroad Overpass
<b>Fund:</b>	Street
<b>Estimated Cost:</b>	\$3,200,000
<b>Fiscal Year:</b>	2027-28

**Project Description:**

The project will consist of an overlay for the entire length of N.E. Columbia Avenue, ranging from Olson Road to the Union Pacific Railroad overpass to the northeast. The project includes removing cold plane pavement, adjusting utility covers and valve boxes to grade, and permanent pavement markings and striping.

**Project Justification:**

The condition of this stretch of road has been rated as fair quality and contains cracking, deformations, drainage problems, and structural deficiencies. Generally, this road provides a stable, fair ride, but improvements will ensure a safe and comfortable road for all to use. Improvements will also ensure that this stretch of road will be functional for use for the foreseeable future.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
ST 14.0	Street Fund	\$3,200,000	2027-28
<b>Total</b>		<b>\$3,200,000</b>	





<b>Project Number:</b>	ST 15.0
<b>Project Name:</b>	Oregon Trail Boulevard to Faler Road S.W.
<b>Fund:</b>	Street
<b>Estimated Cost:</b>	\$2,300,900
<b>Fiscal Year:</b>	2027-28

**Project Description:**

The project will be an extension of approximately 2,800 feet of Oregon Trail Boulevard to the west following the completion of the extension of Oregon Trail Boulevard to S.W. 1st Street. The project will include curb and gutter, concrete sidewalk, Americans with Disabilities Act (ADA) curb ramps, storm drainage systems, and street lighting. ADA curb ramps will be developed to meet current ADA standards. All aspects of the project will be constructed according to City standards.

**Project Justification:**

Extending Oregon Trail Boulevard is identified in the City’s 2009 Main Street Interchange Area Management Plan. Extending this road can strengthen east-west as well as north-south connectivity. This section of road will also provide access to future development in the area.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
ST 15.0	Street Fund	\$2,300,900	2027-28
<b>Total</b>		<b>\$2,300,900</b>	

# General Appendix

Projects in the "General Appendix" are either completed or are proposed projects that are not included in the five-year Capital Improvements Plan (CIP) planning period. Any dates included with the projects in the "General Appendix" section have not been approved by the City Council. These projects should be considered as supported by the City Council, pending adequate funding. Projects included in this list should be the first to be considered during updates to the five-year CIP, as well as for potential grant funding opportunities if they arise and do not compete for grant funds with projects listed in the current five-year CIP.

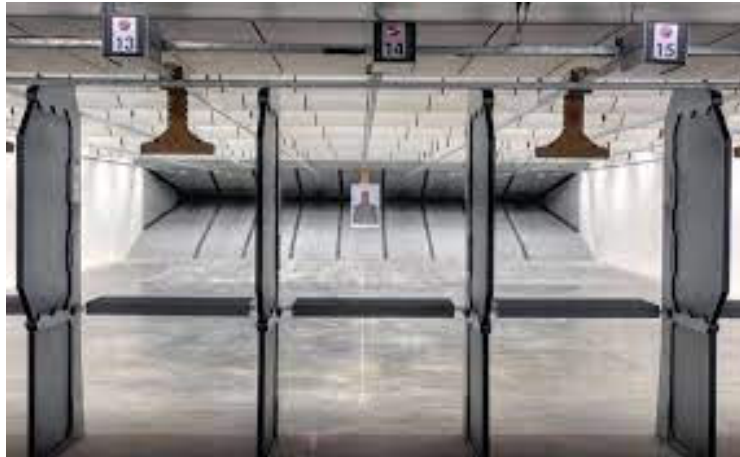
## PROPOSED GENERAL CAPITAL IMPROVEMENT PROJECTS

Project No.*	Project Name	Cost Estimate
G 3.0	Indoor Shooting Range	\$2,500,000
G 4.0	City Hall Expansion - Police Department	\$3,000,000

\*Project numbers have no implication to priority.

## COMPLETED GENERAL CAPITAL IMPROVEMENT PROJECTS

Project No.	Project Name	Fiscal Year Completed



<b>Project Number:</b>	G 3.0
<b>Project Name:</b>	Indoor Shooting Range
<b>Fund:</b>	General
<b>Estimated Cost:</b>	\$2,500,000
<b>Fiscal Year:</b>	2027-28

**Project Description:**

Construct an indoor shooting range.

**Project Justification:**

The City’s old shooting range was demolished and is now the location of the new wastewater storage lagoon. The City desires to construct a new indoor shooting range for training purposes and for public use.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
G 3.0	General Fund	\$2,500,000	2027-28
<b>Total</b>		<b>\$2,500,000</b>	



<b>Project Number:</b>	G 4.0
<b>Project Name:</b>	City Hall Expansion - Police Department
<b>Fund:</b>	General
<b>Estimated Cost:</b>	\$3,000,000
<b>Fiscal Year:</b>	2027-28

**Project Description:**

Expand City Hall to facilitate the growing Police Department.

**Project Justification:**

The Police Department has nearly reached space capacity. The proposed expansion to City Hall would provide additional office and storage space to accommodate growth and support operations.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
G 4.0	General Fund	\$3,000,000	2027-28
<b>Total</b>		<b>\$3,000,000</b>	

# Community Development and Planning Department Appendix

Projects in the "Community Development and Planning Department Appendix" are either completed or are proposed projects that are not included in the five-year Capital Improvements Plan (CIP) planning period. Any dates included with the projects in the "Community Development and Planning Department Appendix" section have not been approved by the City Council. These projects should be considered as supported by the City Council, pending adequate funding. Projects included in this list should be the first to be considered during updates to the five-year CIP, as well as for potential grant funding opportunities if they arise and do not compete for grant funds with projects listed in the current five-year CIP.

## PROPOSED COMMUNITY DEVELOPMENT AND PLANNING CAPITAL IMPROVEMENT PROJECTS

Project No.*	Project Name	Cost Estimate

*\*Project numbers have no implication to priority.*

## COMPLETED COMMUNITY DEVELOPMENT AND PLANNING CAPITAL IMPROVEMENT PROJECTS

Project No.	Project Name	Fiscal Year Completed

# Water Department Appendix

Projects in the "Water Department Appendix" are either completed or are proposed projects that are not included in the five-year Capital Improvements Plan (CIP) planning period. Any dates included with the projects in the "Water Department Appendix" section have not been approved by the City Council. These projects should be considered as supported by the City Council, pending adequate funding. Projects included in this list should be the first to be considered during updates to the five-year CIP, as well as for potential grant funding opportunities if they arise and do not compete for grant funds with projects listed in the current five-year CIP.

## PROPOSED WATER CAPITAL IMPROVEMENT PROJECTS

Project No.*	Project Name	Cost Estimate

*\*Project numbers have no implication to priority.*

## COMPLETED WATER CAPITAL IMPROVEMENT PROJECTS

Project No.	Project Name	Fiscal Year Completed

# Wastewater Department Appendix

Projects in the "Wastewater Department Appendix" are either completed or are proposed projects that are not included in the five-year Capital Improvements Plan (CIP) planning period. Any dates included with the projects in the "Wastewater Department Appendix" section have not been approved by the City Council. These projects should be considered as supported by the City Council, pending adequate funding. Projects included in this list should be the first to be considered during updates to the five-year CIP, as well as for potential grant funding opportunities if they arise and do not compete for grant funds with projects listed in the current five-year CIP.

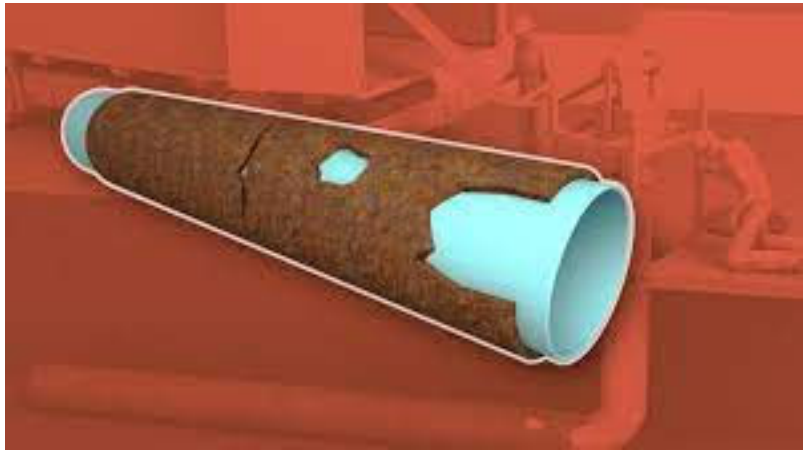
## PROPOSED WASTEWATER CAPITAL IMPROVEMENT PROJECTS

Project No.*	Project Name	Cost Estimate
WW 10.0	Annual Collection System Repair Project	\$100,000/year

*\*Project numbers have no implication to priority.*

## COMPLETED WASTEWATER CAPITAL IMPROVEMENT PROJECTS

Project No.	Project Name	Fiscal Year Completed



<b>Project Number:</b>	WW 10.0
<b>Project Name:</b>	Annual Collection System Repair Project
<b>Fund:</b>	Wastewater
<b>Estimated Cost:</b>	\$100,000 per year
<b>Fiscal Year:</b>	2026-27 to TBD

**Project Description:**

Annual maintenance project for the collection system.

**Project Justification:**

The Collection System Study is anticipated to identify deficiencies in the collection system that need to be repaired. Therefore, budgeting for future collection system repairs is recommended.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
WW 10.0	Wastewater Fund	\$100,000 per year	2026-27
<b>Total Annual Cost</b>		\$100,000 per year	



# Street Department Appendix

Projects in the "Street Department Appendix" are either completed or are proposed projects that are not included in the five-year Capital Improvements Plan (CIP) planning period. Any dates included with the projects in the "Street Department Appendix" section have not been approved by the City Council. These projects should be considered as supported by the City Council, pending adequate funding. Projects included in this list should be the first to be considered during updates to the five-year CIP, as well as for potential grant funding opportunities if they arise and do not compete for grant funds with projects listed in the current five-year CIP.

## PROPOSED STREET CAPITAL IMPROVEMENT PROJECTS

Project No.*	Project Name	Cost Estimate
ST 16.0	Annual Sidewalk Improvements	\$400,000/year
ST 17.0	Annual Road Projects	\$1,000,000/year

*\*Project numbers have no implication to priority.*

## COMPLETED STREET CAPITAL IMPROVEMENT PROJECTS

Project No.	Project Name	Fiscal Year Completed



<b>Project Number:</b>	ST 16.0
<b>Project Name:</b>	Annual Sidewalk Improvements
<b>Fund:</b>	Street
<b>Estimated Cost:</b>	\$400,000 per year
<b>Fiscal Year:</b>	2024-25 to TBD

**Project Description:**

The project is a multi-year program to improve sidewalks around the City. The City will allocate \$400,000 per year for the purpose of improving sidewalks. Improvements include Americans with Disabilities Act (ADA) curb ramps, concrete sidewalk, concrete curb and gutter, and other improvements important to improving pedestrian safety and mobility around the City. City staff will identify portions of the City in need of sidewalk improvements.

**Project Justification:**

Portions of the City are missing essential elements to pedestrian safety and mobility. Likewise, it is important the City complies with the ADA and updates curb ramps at locations that are noncompliant.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
ST 16.0	Street Fund	\$400,000 per year	2024-25
<b>Total Annual Cost</b>		\$400,000 per year	



<b>Project Number:</b>	ST 17.0
<b>Project Name:</b>	Annual Road Projects
<b>Fund:</b>	Street
<b>Estimated Cost:</b>	\$1,000,000 per year
<b>Fiscal Year:</b>	Annual

**Project Description:**

The City will conduct an annual road maintenance project based on the recommendations in the Pavement Evaluation Study. If a road project has been planned, such as Columbia Ave N.W. Improvements (ST 2.0) or S.E. Front Street (ST 1.0), those projects will be considered the annual road project for the year. After all planned projects have been completed, the City will plan a road project based on the recommendations made in the Pavement Evaluation Study.

**Project Justification:**

Implementation of the pavement maintenance recommendations outlined in the Pavement Evaluation Study will help provide the City with a high-quality, reliable street network that will meet the City’s needs for many years to come.

**Funding Data:**

Project No.	Fund Name	Amount	Fiscal Year
ST 17.0	Street Fund	\$1,000,000 per year	Annual
<b>Total Annual Cost</b>		\$1,000,000 per year	

# City of Boardman



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April 2, 2024

Business Oregon - Broadband Deployment Program  
Michael DeHart, Coordinator  
775 Summer Street NE Suite 200  
Salem, Oregon 97301

Mr. DeHart and the Grant Selection Committee:

The Boardman City Council is in full support of the PDTFast.NET proposal to establish reliable, modern fiber broadband services to unserved locations throughout eastern Oregon. PDTFast.NET is the only residential provider with a staffed office located in our community. Their operations started in response to the COVID-19 Pandemic and they have since installed broadband to over 500 previously unserved or underserved Boardman households since 2020 with a combination of fiber to the premise and fixed wireless technologies.

Their broadband proposal for this area will address all unserved and underserved residences within the City of Boardman with new fiber deployments. Most of Boardman’s housing stock was developed in compliance with our underground wiring control district which mandates underground utilities and until approximately five years ago only copper telephone lines were commonly installed in any residential construction. The remaining unserved and underserved homes in Boardman need financial support to offset the higher costs of underground fiber installation. This has left Boardman with a severe divide in digital equity, where only recently constructed subdivisions have benefitted from fiber broadband services.

Long term our community needs fiber to every home and business to stay competitive in an increasingly digital world and to continue to grow and meet the needs of our citizens. The City Council strongly encourages funding for the proposed project to develop broadband service infrastructure to unserved and underserved communities in Boardman, Morrow County and across eastern Oregon.

If this project were to be funded the City of Boardman would be pleased to market our community as the first city in Eastern Oregon to have fiber optic broadband available at every household.

Should you have any questions about this letter of support please reach out to Brandon Hammond, City Manager, at 541-481-9252 or [HammondB@cityofboardman.com](mailto:HammondB@cityofboardman.com).

Cordially,

Paul Keefer  
Mayor



**BOARDMAN POLICE DEPARTMENT**  
**PATROL STATISTICS (UNAUDITED)**  
**CALENDER YEAR 2024**

Statistics	Jan.	Feb.	Mar.	Apr.	May	Jun.	July	Aug.	Sep.	Oct.	Nov.	Dec.	Annual Total
Total Incidents	339	345	312										996
Calls for Service	182	180	160										522
Officer Initiated Incidents	157	165	152										474
Traffic stops	48	73	56										177
Other OIA Incidents	102	92	96										290
Bus/Building Checks	0	3	2										5
Veh/Ped check	44	48	56										148
Total Officer Reports	42	43	43										128
CIS Conversion	0	0	0										0
Crash	2	0	1										3
Felony	7	6	5										18
Information Case	9	12	9										30
Misdemeanor	14	14	18										46
Violation	1	7	5										13
Voided	5	2	1										8
Unclaified Reports	4	2	4										10
Total Misdemeanor & Felony Arrest	8	9	16										33
Misdemeanor Arrests	7	5	12										24
Felony Arrests	1	4	12										17
Total Citations	5	15	15										35
Code	0	0	0										0
Criminal	0	0	0										0
Violation	5	15	15										35
Unclassified													0
FI's	3	1	0										4

Note: March 2024 stats are as of 3/28/24 at 11:25 am.  
 Note: Calender year end summary report will project slight different totals due to RIMS variations,.

Building Department Report  
City Council Packet  
Morrow County

Section 12, Item B.

	April 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan. 2024	Feb. 2024	Mar. 1 to Mar. 27 2024
<b>Total Permits Sold</b>	32	31	60	43	69	34	53	37	29	31	25	58

**Boardman**

Permits Sold	7	19	21	10	30	18	14	11	10	6	8	4
Manufactured Placement Permit	0	2	1	1	1	2	0	0	0	0	0	0
New Home Construction	1	1	2	1	7	2	2	0	0	1	0	0
Multi Family Units			10									

**Morrow County(excludes 97818)**

Permits Sold	10	7	12	3	8	10	19	16	12	10	8	10
Manufactured Placement Permit	0	0	0	0	0	0	0	0	1	1	1	0
New Home Construction	1	0	2	0	0	1	0	0	1	1	0	0

**Morrow County - 97818**

Permits Sold	14	1	21	30	24	5	18	8	5	12	7	39
Manufactured Placement Permit	0	0	1	0	0	0	0	0	0	0	0	0
New Home Construction	0	0	0	0	0	0	0	1	0	0	0	0

**Irrigon**

Permits Sold	1	4	6	0	7	1	2	2	2	3	2	5
Manufactured Placement Permit	0	0	0	0	0	0	0	0	0	0	0	0
New Home Construction	0	0	0	0	2	0	1	1	0	0	2	0
Multi - Family (units)												

## Public Works Report March-24

27	Locates to mark water and sewer lines for customers prior to digging
19	Work Orders
3	New Meter Installs
1074	Meter Reads
25	Radio Reads Installed

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	<b>New Meters Installed</b>
<b>2023</b>	0	2	2	1	3	3	3	14	3	8	0	0	39
<b>2024</b>	0	0	3										3

- **Filling Ditch on Main and Columbia:** Our team successfully filled the ditch on Main and Columbia using 65 truckloads of sand, enhancing road safety.
- **Lift Station 5 and 6 Repairs Troubleshooting:** Public Works diligently worked on troubleshooting and repairing Lift Stations 5 and 6 to ensure proper functionality of our lift Station system.
- **Potholes Across the City:** Our crews diligently addressed potholes across the city to maintain smooth and safe road surfaces for residents and commuters.
- **Replacement of Candle Stick on Main:** A new candlestick was installed on Main Street, enhancing visibility and safety for pedestrians and motorists.
- **Assistance with Park Burned Pile:** Our team provided assistance to the park department by using a backhoe to manage a burned pile effectively.
- **Street Sweeper Maintenance:** School and city streets received thorough cleaning and maintenance by our street sweeper to uphold cleanliness standards.
- **Water Leak Repairs:** Water leaks on the mainline and BVE were identified and promptly repaired, with affected residents notified of water shut-offs for the duration of repairs.
- **Snowplow and Sander Removal:** Snowplows and sanders were removed from trucks in preparation for the transition to warmer weather.



- **Installation of New Irrigation System at City Hall:** An irrigation system was installed at City Hall to efficiently manage water usage for landscaping purposes.
- **Water Leak Repair at Mt. Adams:** A water leak at Mt. Adams was successfully repaired, including the replacement of a setter and repair of the water line.
- **Police Vehicle Servicing:** Three police vehicles underwent routine servicing to ensure optimal performance for law enforcement operations.
- **Vehicle Hauled to Booker Auction:** An F250 vehicle was transported to the Booker Auction.
- **Activation of Sprinkler System:** The sprinkler system was activated for the season.
- **Equipment Servicing:** Backhoes, vacuum trucks, and Big Red
- **Community Garden Removal:** The removal of the Community Garden was completed as scheduled.
- **Electrical Device Removal from Police Cars:** Electrical devices were removed from two police cars as part of vehicle maintenance procedures.
- **Sewer Camera Inspection:** A sewer camera was utilized to inspect 250 feet of sewer line on Faler Street for maintenance purposes.
- **Concrete Hole Assistance for RHS:** Our team assisted RHS in making holes in concrete as required for their projects.
- **Post Repairs on NE Wilson and NW Wilson:** Seven broken posts on NE Wilson and NW Wilson were repaired to ensure pedestrian safety.
- **Animal Control Responses:** Our team responded to two calls related to dogs.
- **Sewer Line Exposure on NE Boardman Ave:** Crews exposed the sewer line on NE Boardman Ave for inspection and installation purposes.



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**MEMORANDUM**

To: Mayor Keefer  
Members of the City Council  
Brandon Hammond, City Manager  
From: Carla McLane, Planning Official  
Date: March 28, 2024  
RE: Use of Shipping Containers – Residential, Commercial, and Industrial Application

The opportunity for a policy discussion about the use of shipping containers is much appreciated. The reason for this requested discussion and direction is to be sure that decisions being made are based on a clear direction on how Boardman can and should be developed. I am going to start by sharing what I understand the history is, a bit about what appears to be taking place, some current inquiries that we have, and end with some suggestions.

*History of the Use of Shipping Containers*

Currently there are installed shipping containers in both the Commercial and Industrial use zones. In talking with staff there was an allowance for their use only in those two use zones but no siting standards were applied. While this is an assumption these two use zones do not have clear design standards so utilizing a shipping container can be allowed without a ‘violation’ of Development Code provisions. That would not be the case in the Residential use zone as a shipping container would not meet the design standard that requires that “The accessory structure shall be of a compatible and complimentary nature to the primary structure and be consistent with the detail design criteria identified in Section 2.1.180 (C)(3) – Detailed Design. Accessory structures under 200 square feet shall meet at least one (1) of the design criteria identified in 2.1.180 (C)(3).”

*Current Practice or What I Have Seen*

While I have not driven every street in Boardman looking for Shipping Containers, I know there are several just in the area around City Hall zoned for Commercial use. And there are a number of them in areas zoned for Industrial use. There is at least one that has been placed in a back yard in an area zoned for Residential use that would be considered a violation given past practice and the design requirements listed above.

*Current Inquiries*

We have two inquiries that we working through, one in the Commercial use zone to be developed as a coffee drive-through and the second in the Residential use zone. We have denied the Residential request but have a verbal agreement with the applicant to pursue this

discussion. The Commercial use zone request is holding off on an application to see what discussion goes as well.

*Some Thoughts on Next Steps*

Residential Use of Shipping Containers: The argument to allow the use of shipping containers comes down to cost. Shipping Containers can be obtained for a relatively low cost. The argument against is that they don't meet the requirement that the "accessory structure shall be of a compatible and complimentary nature to the primary structure." There are ways that could be addressed through requirements to paint the shipping container to be consistent with either the landscape or the primary structure and to install faux roofing or other attachments to reach some level of compliance with the stated requirements. If allowed it would be considered an accessory use and structure which would require review under the Boardman Development Code to assure that its installation would comply with applicable standards and any policy decision made and implemented based on this conversation.

Commercial Use of Shipping Containers: Currently shipping containers have been allowed in both the Commercial and Industrial use zones and I would support that continuing. What I would like to see changed is that when installed it be done with a Development Review permit and have some simple standards that would be applicable to be sure that it can conform to the local environment and meet any set back or other applicable requirements. The current request that we have however is for the shipping container to be modified and serve as the building for a drive-through activity. The modification of a shipping container for this or other uses has not been seen in Boardman and probably requires a bit more thought.

The Morrow County Approach: For some insight into how Morrow County has approached this I share the following that they include when issuing their permit for use of a shipping container: "...the use of Shipping Containers as on-site storage containers has not been limited in Morrow County. However, Planning Commission members have indicated that when placed, these containers should visually conform with the surrounding local environment. For example, when a container is placed in an urban or commercial environment the container should be painted in a manner which blends with surrounding buildings and improvements. If a container is placed in a natural environment the container should be painted in a manner that blends with the surrounding land. This conformation in either the urban or natural environment would also include the concealment of any company logos and/or container nomenclature. Additionally, any improvements or modifications made to these containers will need to conform to all local or state building codes."

*Requested Action*

Planning staff, working with the Building Official, would ask for the following to be agreed to by the City Council as a consensus for current action on these requests. It would be the intent of the Planning Department to memorialize this consensus as a part of either the Development or Municipal Code when those updates are accomplished.

1. Shipping Containers in Residential Use Zones: Shipping Containers are authorized for use in Residential use zones as an accessory use when a Development Review permit is requested and approved. Any installation shall conform to applicable setbacks and other siting standards and shall be painted to conform with other uses on the property and placed in such a way as to not be visible from the street. If that cannot be achieved landscaping can be used as a suitable barrier. The shipping container shall also be subject to applicable building code requirements.
2. Shipping Containers in Commercial Use Zones: Shipping Containers are authorized for use in Commercial use zones as an accessory use when a Development Review permit is requested and approved. Any installation shall conform to applicable setbacks and

other siting standards and shall be painted to conform with other uses on the property. The shipping container shall also be subject to applicable building code requirements.

Shipping Containers proposed to be used for uses other than storage is authorized and would be subject to the applicable review process that any other building proposed for that use would also be subject to. It would also be subject to applicable building code requirements.

3. Shipping Containers in Industrial Use Zones: Shipping Containers are authorized for use in Industrial use zones as an accessory use when a Development Review permit is requested and approved. Any installation shall conform to applicable setbacks and other siting standards and shall be painted to conform with other uses on the property. The shipping container shall also be subject to applicable building code requirements.

No doubt this will raise as many questions as it is answering. Please reach out if you have any questions and I look forward to the conversation on Tuesday evening. Your consideration of this request is appreciated.





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## City Manager March Report

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

1. A community clean-up day has been organized for April 22<sup>nd</sup>. This project is in conjunction with Morrow County School District, Fire District, Rec District, Tillamook, Amazon and BMCC. Areas have been designated throughout the city with each group assigned a particular section.
2. The public works department is responsible for all water meter access. There is \$20 fee every time the water meter is accessed. I am requesting this charge to be removed as a way to encourage community members to contact the city. Additionally, the city will purchase notifications to place on the meter boxes.
3. We held two community events; one on March 14<sup>th</sup> at Sam Boardman where we discussed the city's 5-year capital improvement plan. On March 21<sup>st</sup> we held an open house at the Sage Center to answer any questions regarding our recent Charter updates.
4. A Facebook page has been created in order to boost community outreach. The messaging and comments features have been turned off.
5. The city is excited for our updated voucher program, which extends the voucher duration for an additional month. A report will be shared with the council identifying the effect this change has created in community enhancement and cost.
6. As a city we will be working to create a clear and concise recycling plan. This plan will be developed in conjunction with DEQ, local municipalities and support from Sanitary Disposal.
7. Safety Update:
  - a. OSHA Health and Safety Manual is nearing completion. A huge thank you to Amanda Mickles who has done a tremendous job with this update!
  - b. The safety committee is currently reviewing our Emergency and Evacuation Plan.
8. **Reminder to please complete your SEI filing by April 15<sup>th</sup>.**
9. A selection of logo ideas have been included in your packet. I would like to have a discussion regarding preference and begin the final process to select a new logo.
10. 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.)

- A. NEACT
- B. Umatilla County Recycling Discussion
- C. Boardman Community Development Association
- D. County Loop Discussion
- E. LOC Water & Wastewater Policy Committee
- F. AWS Conference

- G. Chamber Citizen Award Night
- H. Community stoplight discussions
- I. Port Commission Meeting
- J. County nitrate discussions
- K. Morrow Cities-County Manager Meeting
- L. Loop Ribbon Cutting

Boardman Projects:

<b>Project</b>	<b>Update</b>
Annual Sidewalk Improvement:	Wilson Rd & Faler Ln Under Design
Bio-solids removal project from lagoon:	2024 completion
Boardman and Main stoplight:	Under Design and public engagement
BPA Greenspace project:	Authorization from BPA in process
Capital Improvement Plan:	Final Approval
Code Updates:	-TSP contractor selected -Housing Needs Analysis project scoping -Development code audit to be reviewed by planning commission -Municipal Code audit in process
NW Columbia Ave (water/sewer):	Bid Awarded: Silver Creek; April start
SE Front St paving and sidewalk:	Construction Begins June
Septage Receiving station:	RFP in April
Water project:	Reservoir substantial complete, booster pump building under construction, collector well 3 under construction



# BOARDMAN OREGON

MINI BRAND KIT DEVELOPMENT



**VERSION 2**

PROPOSED BRAND SIGNATURES



PROPOSED COLOR PALETTE





# CITY OF BOARDMAN | Mini Brand Kit Development

Section 12, Item F.

Concept #1: Proposed Mini Brand Kit

## PROPOSED BRAND KIT



# CITY OF BOARDMAN | Mini Brand Kit Development

Section 12, Item F.

## Concept #1: Sample Brand Applications



### PROPOSED BRAND SIGNATURES



### PROPOSED COLOR PALETTE

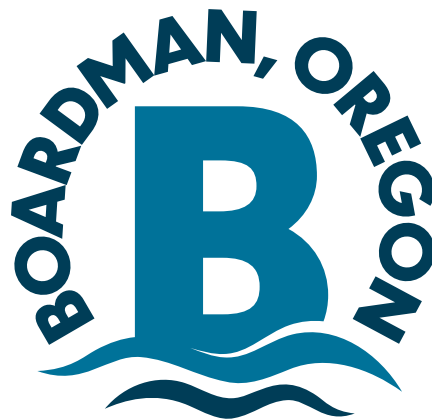


# CITY OF BOARDMAN | Mini Brand Kit Development

Section 12, Item F.

Concept #2: Proposed Mini Brand Kit

## PROPOSED BRAND KIT



# CITY OF BOARDMAN | Mini Brand Kit Development

Section 12, Item F.

## Concept #2: Sample Brand Applications



PROPOSED BRAND SIGNATURES



Small Town, Big Dreams

PROPOSED COLOR PALETTE



# CITY OF BOARDMAN | Mini Brand Kit Development

Section 12, Item F.

Concept #3: Proposed Mini Brand Kit

PROPOSED BRAND KIT



Small Town, Big Dreams



# CITY OF BOARDMAN | Mini Brand Kit Development

Section 12, Item F.

## Concept #3: Sample Brand Applications

