

MEMORANDUM

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

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

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

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

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

Please reach out with any questions.