

Agenda
Aurora City Council Meeting
 Tuesday, February 13, 2024 at 7pm.
 City of Aurora Council Chambers
 21420 Main Street NE, Aurora, OR 97002

To participate via Zoom:

<https://us02web.zoom.us/j/82452014856?pwd=SERqNjltc3pjUUJWdHlrM0JhUkIHZz09>

Meeting ID: 824 5201 4856

Passcode: 646626

1. CALL TO ORDER OF THE AURORA CITY COUNCIL MEETING

2. ROLL CALL

Mayor Brian Asher

Councilor Wendy Veliz

Councilor Mercedes Rhoden-Feely

Councilor Charles Roper

Councilor John Berard

3. AFFIRMATIONS [2 min.]

4. CONSENT AGENDA [2-3 min.]

a) City Council Minutes—January 9, 2024

b) Planning Commission Minutes—January 2, 2024

c) Parks Committee Minutes—December 20, 2023

d) Parks Committee Minutes—January 25, 2024

e) Historic Review Board Minutes—November 28, 2023

5. VISITOR

Anyone wishing to address the Aurora City Council concerning items not already on the meeting agenda may do so in this section. No decision or action will be made, but the Aurora City Council could look into the matter and provide some response in the future.

6. CORRESPONDENCE [5-7 min.]

a) Oregon Government Ethics Commission – Reminder of April 15 Filing Deadline for Annual Verified Statement of Economic Interest

b) Bleicherode, Germany Sister City Update

c) Westside Express Service (WES) Update on Legislative Hearing

d) Aurora Emergency Preparedness Report

e) Airport Land Use Update

7. NEW BUSINESS [25-30 min.]

a) Public Safety Report

b) Appoint Budget Committee Members – Gary McLaren, Steve Mikulic

8. OLD BUSINESS [1-2min.]

- a) Council Communication with Community
- b) Economic Opportunities Analysis
- c) Aurora Traffic and Traffic Speed

9. HEARING-NA

10. ORDINANCES, RESOLUTIONS, AND PROCLAMATIONS [10 min.]

- a) Resolution 851, A Resolution of the City Council of the City of Aurora, Oregon, Amending Resolution No. 838 and Adopting a new Schedule of Fees for Planning and Zoning Applications

11. EXECUTIVE SESSION

ORS 192.660(2)(e): To conduct deliberations with persons you have designated to negotiate real property transactions

ORS 192.660(2)(h): To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed

12. REPORTS [5-10 min.]

- a) Finance Officer
- b) Public Works
- c) City Attorney
- d) City Recorder
- e) Business License Deposits
- f) Traffic Safety Liaison
- g) Airport
- h) Planning
- i) Community Outreach
- j) Community Preparedness
- k) Parks Committee
- l) Mayors Report

13. ADJOURN

Consent Agenda

Minutes

Aurora City Council Meeting

Tuesday, January 9, 2023, 7pm

City Council Chambers, Aurora City Hall
21420 Main Street NE, Aurora, OR 97002

STAFF PRESENT: Mary Lambert, Finance Officer; Mark Gunter, Public Works Superintendent; Deputy Pete Walker; David James Robinson, City Attorney; Stuart A. Rodgers, City Recorder

STAFF ABSENT: NA

VISITORS PRESENT: Jan Peel, Joseph Schaefer, Julie Sixkiller, Aurora; Alex Thomas, Oregon Department of Aviation

1. CALL TO ORDER OF THE AURORA CITY COUNCIL MEETING

Mayor Brian Asher called the meeting to order at 7:03pm.

2. ROLL CALL

Mayor Brian Asher-Present
Councilor Mercedes Rhoden-Feely-Present
Councilor John Berard-Present
Councilor Charles Roper-Present
Councilor Wendy Veliz-Present (Zoom)

3. AFFIRMATIONS

Mayor Asher noted holiday celebrations in town and the start of a new year. He mentioned the fire truck with Santa Claus and 50-60 people going around town collecting food. The Christmas lights were a big hit!

4. CONSENT AGENDA

- a) City Council Minutes—December 12, 2023
- b) Planning Commission Minutes—December 5, 2023
- c) Parks Committee Minutes—November 21, 2023
- d) Historic Review Board Minutes—December HRB Meeting Cancelled, No Minutes

Councilor Mercedes Rhoden-Feely moved to pass the Consent agenda. The motion was seconded by Councilor John Berard and passed.

5. VISITORS-No visitor comment.

6. CORRESPONDENCE

- a) Airport Land Use Update
Joseph Schaefer noted that the state's new master plan for the airport is back in gear. A public advisory meeting will be held Tuesday, January 30, 5pm on Zoom. The purpose of the meeting is to review the first three master plan chapters – there have been five drafts so far, and recently approved by the Federal Aviation Administration (FAA). Second, the

2012 master plan case is still sitting at the court of appeals, no word on this. Third, the EOA was already reviewed by Schaefer. Fourth, the church camp property is pending litigation at the Circuit Court with a motion to dismiss on Friday. There is a contest as to whether there is jurisdiction at Circuit Court, a hurdle in this and all the other cases. The owner has filed a new application for helicopters and drones, an attempt at maneuvering around the reasons for why the last application was denied. This will be the same process as the county went through several years ago with public notice, a hearing before the hearings officer and recommendation to the Marion County Board of Commissioners, a second hearing, and decision. Aurora City Council can discuss in open meeting or in Executive Session following a discussion between Schaefer and the City Attorney. Mayor Asher and Schaefer met with representatives of the Oregon Department of Aviation (ODAV), including Kenji Sugahara, new ODAV Director appointed by the Governor, and Alex Thomas who is the new ODAV Planning Manager. Thomas has stepped into Heather Pack's role and is very active in the new master plan and airports generally in Oregon. Mayor Asher wanted to make it clear the agreement between the city and airport has been ignored by the airport. The city has not been included as part of a county email list despite various outreach attempts to the County Commissioner's office. Schaefer noted the new ODAV Director is not opposed to the city bringing the airport into its urban growth boundary. Mayor Asher noted there will be a meeting soon with ODAV, city officials, and airport representatives to identify where we are at and how all can work together relative to the church camp property.

b) Aurora Colony Historical Society Letter

There was interest in inviting the Directory of the organization, Jennifer Burns to Council for an update as it has been a while.

c) Aurora State Airport Master Plan PAC Meeting, Tues., Jan. 30, 2024, 5pm-7pm
FYI item only.

7. NEW BUSINESS

a) Public Safety Report

Deputy Walker not present. It was noted the report was slim this past month, not a lot of tickets written or police activity. Walker's newsletter report was appreciated.

b) Appoint 2024-2025 Budget Officer

Councilor Mercedes Rhoden-Feely nominated Mary Lambert as the 2024-2025 Budget Officer, and all approved.

c) OLCC Liquor License Renewal, Recommendation

There was Council consensus for renewal.

d) Appointment of Andrew Robinson as Parks Committee Chairman

Motion by Councilor Wendy Veliz to appoint Andrew Robinson as Parks Committee Chairman, seconded by Councilor Berard.

8. OLD BUSINESS

a) Council Communication w Community

Of all possible redemptions, 65 of the Aurora Bucks have been redeemed or about half of the total, so about \$1600. Councilor Roper sent the comments out for Council review. Councilors Veliz and Roper will return in February with a summary of the top 10 items for possible follow-up based on raw survey feedback.

b) Economic Opportunities Analysis

Joseph Schaefer noted the first of three technical advisory committee meetings this Thursday at 3pm, open to in-person and virtual attendance. Schaefer also noted 90 percent of a buildable lands inventory has been put together.

c) Aurora Traffic and Traffic Speed

Councilor Berard discussed the historic “Welcome to Aurora” sign based on a recommendation to replace or newly establish such signage from the HRB. The sign at Ehlen Road needs paint, and the Hwy 99e southbound sign needs replacement. There is no current northbound sign on Ehlen Road, and Canby Sign and Graphics has provided an estimate of \$500 for creating two new signs. Berard will confirm an appropriate location with ODOT for a new third sign. Tim Corcoran can help with finalials for each of the three signs toward the city project taking on a historic image, and Berard will follow up with Corcoran. There was Council consensus support for this project.

9. ORDINANCES, RESOLUTIONS, AND PROCLAMATIONS

a) Resolution 851, A Resolution of the City Council of the City of Aurora, Oregon, Amending Resolution No. 838 and Adopting a new Schedule of Fees for Planning and Zoning Applications

There was Council consensus to table this resolution to next month and bring back a red-lined version of the fee schedule.

b) Resolution 852, A Resolution Establishing Business License and Related Fees

Following Council and staff discussion, the following motion was made:

Councilor Rhoden-Feely moved to pass Resolution 852 with the following amendments: annual license fee including initial and renewals will be \$50 for all businesses; strike New Sub-Lease and Sub-Lessor Renewal; strike the psilocybin fees; and marijuana business fees will remain at \$2500 for both initial license and renewals annually; otherwise changes accepted as proposed in the budget. The motion was seconded by Councilor Charles Roper and carried.

In addition, it was determined that Councilor Rhoden-Feely, Joseph Schaefer, and Suzie Corcoran meet tomorrow to discuss resolving the psilocybin application.

c) Resolution 853, A Resolution to Award a Contract for Abatement and Demolition Services

The Public Works Superintendent is satisfied that the lowest bid is also the best bid.

Councilor Rhoden-Feely moved to accept Resolution 853, seconded by Councilor Veliz, and passed.

10. EXECUTIVE SESSION-NA

11. REPORTS

a) Finance Officer

Finance Officer Mary Lambert noted there are two vacancies on the Budget Committee from term expirations. Vacant positions will be posted, and Julie Sixkiller expressed interest in one of the positions.

b) Public Works

Public Works Superintendent Mark Gunter had nothing additional to add other than what was already discussed in Resolution 853.

c) City Attorney – David James Robinson provided an overview of his report, including making contact with Verizon from Council directive but without any response from the corporation. Robinson also noted on the psilocybin matter, he and the City Recorder discussed the narrow issue of business license fees including the issue of conditional use permitting. Both issues got mashed together in an unpleasant way for the applicant. Robinson expressed he is still unsure of what the applicant is trying to do considering Oregon Revised Statutes (ORS) 475A.305 Psilocybin service center operator license; fees; rules, given that a service center appears to not be able to locate in an incorporated city. Robinson said that the business is either going to be a psilocybin service center or health care facility. He has not fully researched this and will do a deep dive to help round out the psilocybin conversation.

d) City Recorder - Nothing additional other than report in packet.

e) Traffic Safety Liaison - Nothing to add.

f) Airport – Nothing beyond what was already discussed by Joseph Schaefer.

g) Planning – Nothing beyond what was already discussed by Joseph Schaefer.

h) Community Outreach – Mayor Asher thanked a community member for participation in the monthly food bank.

i) Community Preparedness

Councilor Veliz joined the Aurora Emergency Preparedness group at its last week meeting and noted AEP is very busy in preparation for 2024 planning. Veliz will reach out to invite the Marion County Emergency Manager to present at Council on ways that AEP and the city and fire district can partner. One option is to conduct a tabletop exercise either directly in Aurora or observe one at another city.

j) Parks Committee – No updates other than Chair position filled by Andrew Robinson.

k) Mayors Report

Mayor Asher will be at the Oregon State Legislature tomorrow seeking additional funding for infrastructure projects.

12. ADJOURN

Mayor Asher adjourned the meeting at 8:57pm.

Brian Asher, Mayor

ATTEST:

Stuart A. Rodgers, City Recorder

DRAFT

Minutes
Aurora Planning Commission Meeting
 Tuesday, January 2, 2024 at 7 P.M.
 City Council Chambers, Aurora City Hall
 21420 Main Street NE, Aurora, OR 97002

STAFF PRESENT: Stuart A. Rodgers, City Recorder

STAFF ABSENT: NA

VISITORS PRESENT: NA

1. CALL TO ORDER OF THE AURORA PLANNING COMMISSION MEETING

Chair Joseph Schaefer called the meeting to order at 7pm.

2. ROLL CALL

Chairman Joseph Schaefer-Present

Vice Chair Craig McNamara-Present

Commissioner Bud Fawcett-Present

Commissioner Jim Stewart-Present

Commissioner Jonathan Gibson-Present

Commissioner Tyler Meskers-Present

Commissioner Bill Graupp-Present

3. CONSENT AGENDA

a) Planning Commission Minutes – December 5, 2023

Commissioner Jim Stewart moved to accept the Consent Agenda, Commissioner Craig McNamara seconded, and the motion carried.

4. VISITORS-NA

5. OLD BUSINESS

a) Airport Land Use Update

Chair Joseph Schaefer referenced a meeting he and Mayor Asher and Councilor Rhoden-Feely had with the new ODAV team, to see how to improve communications with the city. The new Planning Director Alex Thomas, whose current position was formerly occupied by Heather Park, will be on the Technical Advisory Committee, with a first meeting on Thursday, January 11, 3pm via Zoom. Other economic development people from other cities and jurisdictions will join that meeting. There is nothing happening on the 2012 on the master plan case, except to note that one of the judges who is on the panel and whose husband changed jobs is now working as a lawyer for the state. A letter was sent out to all those bringing cases before her of this fact as a possible conflict of interest. It was noted that this judge wrote an opinion previously in the city's favor. On the TLM case regarding the church camp, there are two big developments: 1) this Friday at 1pm, there is a hearing in Marion County Circuit Court with a motion to dismiss the case and 2) TLM has submitted a new application to Marion County, this time all for helicopters and some helicopter-type drones. The development is down to 277 parking

spaces, less office space. Only a small portion of the documents or 10 percent of the application is accessible through Marion County given they have not been uploaded yet. This represents a rebranding of the case with an interest in getting around the reasoning that LUBA and the Court of Appeals used in the last case. Once the full application is available, it will be included in the Planning Commission packet. On a new Master Plan, there will be a public advisory meeting, Tuesday, January 30, 5-7pm, via Zoom. Working paper #1, or the first three chapters of the master plan, will be reviewed at that meeting.

b) Economic Opportunities Analysis

Chair Schaefer acknowledged a first draft of the buildable lands inventory in the packet, covering commercial and industrial land within the city and urban growth boundary (UGB) with vacant and presumably developable properties and others which are not vacant but potentially redevelopable. Some constraints are wetlands and slopes and flood zones. Schaefer invited commissioners to look at the maps carefully and provide input toward updating the maps with constraints of any kind that would limit development. Commissioner Stewart noted that the open field next to his property, zoned Commercial, is not included on the map. Schaefer will make sure this is included in the next update.

c) Code Amendments for Review

-Storm Drainage (updated)

Commissioner Stewart and Chair Schaefer worked on a storm drainage code draft, clarifying that existing code applies if you have an acre or more. A new, more prescriptive path is for code applied in cases where there is less than an acre.

-Barbed Wire Fencing (new)


Schaefer noticed that the new storage development has barbed wire at the top of its fence. The update would be to allow barbed wire only on industrial properties.

-Airport Overlay Zone (new)

Schaefer's interpretation is that no building can be built in the city and can be higher than 130 feet above the highest point of the runway. In a conversation with ODAV a couple of weeks ago, they thought it might be 150 feet above the highest point of the runway, but generally they are agreeable to the concept. The new planning manager will work with the city on language. Schaefer is a big fan of going with sea level as a basis for measurement.

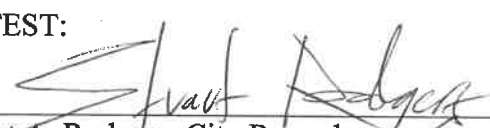
6. ADJOURN

Chair Schaefer adjourned the meeting at 7:26pm.



Joseph Schaefer, Chair

ATTEST:



Stuart A. Rodgers, City Recorder

Aurora Parks Committee Meeting

Thursday, December 20th, 2023, at 7 P.M.

Video Conference Meeting

1. CALL TO ORDER OF THE AURORA PARKS COMMITTEE MEETING

Meeting convened at 7:06pm

2. ROLL CALL

Andrew Robinson, Emma Smith, Marilee Sullivan

3. VISITOR

None

5. AGENDA

- Welcome new committee member
 - Welcome Emma Smith to the Aurora Parks Committee
- Main Street Park
 - Tree tube update
 - Free tube source is no longer available, Marilee suggested flagging the tops of trees with pink flagging as an alternative to increase visibility.
 - Sourcing trees for this year
 - Andrew has a contact who lives in Silverton and works with Pudding River Watershed Council who is likely willing to give us trees for free to plant this year. He can provide Douglas firs, Western red cedars, Ponderosa pines, and possibly some big leaf maples.
 - Finding plan for irrigation and well site
 - Emma will research on the Aurora City website to find any information about this.
- Aurora Mill Park
 - Trash clean up Progress update
 - The City of Aurora contracted people to work on cleaning up the concrete blocks and other debris at the site. Andrew confirmed that work has started.
 - Union Pacific Grant
 - Andrew is pursuing funding through a Union Pacific Grant due to the known presence of Oregon Painted Turtles nearby Aurora Mills. This funding could be used to further restoration efforts at the Aurora Mills site.
- Student Committee Member
 - Interest update

No one present had any additional information about the student committee member. Aaron can provide an update on this at the next meeting.

- **In-person meeting venue**

Andrew will reach out to the City to see if we can resume using City Hall as an in-person venue for our meetings.

- **Increasing parks committee transparency and public communication**

We discussed using a volunteer planting event in February at Aurora Mills as a venue to talk with community members about their hopes and thoughts around Aurora City Parks. We also discussed hosting a town hall event later in the spring to formally gather public comment to steer our efforts. Additionally, we discussed creating an online survey that residents can use to share public comments for us to discuss at meetings, as attending a committee meeting to share public comment is not possible for many.

7. ADJOURN

Meeting adjourned at 7:42pm

Aurora Parks Committee Meeting

Thursday, January 25th, 2024, at 7 P.M.

Video Conference Meeting

1. CALL TO ORDER OF THE AURORA PARKS COMMITTEE MEETING: Meeting convened at 7:04pm
2. ROLL CALL: Andrew, Marilee, Emma
3. VISITOR: n/a
4. AGENDA
 - a. December Agenda Consent: Marilee moved to approve, Emma seconded
 - b. Welcome New committee member
 - c. Main Street Park
 - i. Sourcing trees for this year- Emma will reach out to Marshall Land Management
 - ii. Finding plan for irrigation and well site- Andrew will ask Mark
 - d. Aurora Mill Park
 - i. Trash clean up progress- One more pile of creosote soaked railroad ties that need to be removed. All parking lot barriers have been removed, we could use railroad ties to construct new barriers. Check in with Aaron next meeting RE contacting city of Canby to ask if we could use their leftover construction materials to pave the parking lot
 - ii. Bare-root plants coming in February- Champoeg Native Plant Nursery is backlogged, no plants ready yet, many contractors waiting for plants. Planting was scheduled for the first week of February, more likely it will run towards the end of February or early March now. 1500 plants will be planted along the river by Ash Creek Forestry. Blackberry removal in the riparian zone was very successful. Whether the knotweed treatment was successful is yet to be seen this spring. It will be nice to start planning a volunteer work party to mulch the plants in early spring
 - e. Student Committee Member
 - i. Interest update- Aaron might have a update next month
 - f. In-person meeting venue- Andrew will reach out to Mark and Stuart if we can utilize City Hall, another gov. building, or if they have another recommendation.
 - g. Increasing parks committee transparency and public communication- Make a survey to collect public comment and post to the I Love Aurora Facebook page. Next month, discuss whether we want to recruit more committee members as well. Finding a public meeting space will also allow public comment to happen more naturally.
7. ADJOURN- Meeting adjourned at 7:37pm

Minutes
Aurora Historic Review Board
 Tuesday, November 28, 2023, 7 P.M.
 City Council Chambers, Aurora City Hall
 21420 Main Street NE, Aurora, OR 97002

STAFF PRESENT: Stuart A. Rodgers, City Recorder

STAFF ABSENT: None

VISITORS PRESENT: None

1. CALL TO ORDER OF THE AURORA HISTORIC REVIEW BOARD MEETING

Chair Jan Peel called the meeting to order at 7:01pm.

2. ROLL CALL

Chair Jan Peel-Present

Member Gayle Abernathy-Absent

Vice Chair Julie Sixkiller-Present

Member Richard Goddard-Present

3. VISITORS-NA

4. CONSENT AGENDA

a) Historic Review Board Minutes – October 24, 2023

Chair Peel noted that under Old Business, third sentence, the sign on the public right of way on Ehlen Rd is not permitted by city or county ordinance (rather than being out of compliance with HRB rules). In the last sentence, Peel suggested getting rid of the mention of “out of compliance.” Suggested language should indicate that signage on the right of ways on Ehlen and Airport roads need removal.

Motion by Member Richard Goddard to accept the HRB minutes with the changes as noted by Chair Jan Peel. The motion was seconded by Vice Chair Julie Sixkiller and passed as corrected.

5. CORRESPONDENCE-NA

6. NEW BUSINESS

a) Aurora Colony Pub A-Frame Sign Application

It was noted that the wood frame can have four colors and is in compliance: red, black, green clover, and gold for the beer mug. The HRB wanted to reiterate the need for a white background, given the image of the sign in the application appearing grey.

Vice Chair Julie Sixkiller moved to approve the Aurora Colony Pub sign, not as pictured with a grey background but as a wood sign with a white background, black lettering, red Oregon lottery logo, the green clover and gold for the foam mug. The motion was seconded by Member Goddard and passed.

7. OLD BUSINESS

a) Certified Local Government (CLG) Grant – Update and Promotion – Kuri to Join HRB

Kuri Gill joined the HRB and noted she hopes to get the applications for the next CLG grant cycle out in December. Because the federal legislature has not made decisions on appropriations, this impacts the amount of funding the state can offer. Assuming funding stability, maybe as high as \$15k, depending on how many CLGs apply. Grant deadline is as always, the last Friday in February.

Relative to replacement of the welcome sign in poor condition, no CLG funds can be used for such a project. Kuri suggested looking into regional tourism organization for funding. The grant cycle includes a due date as of the last Friday in February. Evaluations include considerations for meeting grant requirements. Kuri suggested making sure projects can be completed within the proposed budget, which may require some adjustments. Once approved by Kuri, the applications go to the deputy state historic preservation officer for approval, with grant agreements developed in March so work can begin April 1st. The entire cycle is about a 17-month grant period. The focus of grants should be historic properties, including possible projects involving documentation, designation, archaeology, public education, and tools to help design review process (database development, GIS web mapping/storing maps online for use by public and staff). Sometimes project designs do not meet the standards, so a consultant could be hired using CLG funds to update a project application. Structural assessments toward long-term plans for preservation work as a project. Also, direct assistance for properties that are national register listed for rehab or preservation work on a property. As the HRB develops ideas, Kuri is glad to serve as a resource for reviewing these. If a new sign is not feasible, at least some beautification around the sign could be done: some pretty stonework, flowers, carpet roses as examples. In the triangle, the city could place a flagpole with the American flag and City of Aurora flag, possibly with some up lights to accent the flags at night. It was noted that T-Mobile, Republic Services, and other utilities donate to communities. Putting out the CLG to local businesses was discussed, and Chair Peel can reach out to Mike Byrnes about the grant he got to replace the building's roof where she has her business. The City Recorder will send out CLG guidelines and the application following this meeting to HRB members toward a grant application submission end of February 2024. A possible partnership could be developed with the museum on a project – the HRB would need to request and discuss with the organization a list of possible projects. A question was asked as to whether more than one project could be taken on through CLG funds. Another question was if paint for rehabilitation purposes would fit the CLG, as the General Store needs painted. The City Recorder will follow up.

Member Goddard will review Title 17 for January's HRB meeting, and this will be added to the agenda.

Chair Peel visited Canby Sign and Graphics and learned that the a-frame signs they use are made of vinyl laminate expanded PVC plastic. Sign applicants have potential for up to three signs with the sign itself and a plastic insert printed on both sides when using the deluxe model of Signicade A-frames. Some clarification on black vinyl lettering relating to a-frames needs added to the code. A suggestion was made to re-do the designations of types of historic buildings (conforming, non-conforming, etc.), and place each designation in its own section in the code. The Design Guide could also use an update. Paint colors could be uploaded as part of the update to the city's website.

b) Brainstorm on Ideas HRB Can Work on to Project a Positive Image

This item was discussed in part under the discussion above about possible CLG grant projects.


c) Update on Historic District Sign Review and Non-Compliance

This item not discussed.

d) HRB Member Recruitment
This item not discussed.


8. ADJOURN

Chair Peel adjourned the meeting at 7:40pm.



Jan Peel, Chair

ATTEST:



Stuart A. Rodgers, City Recorder

Correspondence

From: [Recorder](#)
To: ["ogec.notification@egov.com"](mailto:ogec.notification@egov.com)
Subject: RE: Jurisdictional Contact Information Notice
Date: Thursday, February 1, 2024 9:33:00 AM

Got our list finalized and will remind each of our boards and commissions of the upcoming deadline for filing an Annual Verified Statement of Economic Interest (SEI) by April 15 this year.

Thanks!

Stuart A. Rodgers
Aurora City Recorder
O - 503-678-1283
C - 503-409-1434

-----Original Message-----

From: ogec.notification@egov.com <ogec.notification@egov.com>
Sent: Thursday, February 1, 2024 1:30 AM
To: Recorder <Recorder@ci.aurora.or.us>
Subject: Jurisdictional Contact Information Notice

Dear Stuart Rodgers, Jurisdictional Contact:

Thank you for serving as the primary contact for AURORA. You are responsible for providing the most current information about the public officials within your jurisdiction that are required to file an Annual Verified Statement of Economic Interest (SEI) with the Oregon Government Ethics Commission (Commission) by April 15 of each year.

OAR 199-020-0005 requires you to provide accurate contact information, and ORS 244.162 requires you to explain the SEI filing requirement to the newly elected and appointed public officials. Because this filing is electronic, the most important piece of information to verify and key in correctly is the email address. This can be their personal email address. Please ask them to provide the email address that they regularly monitor. You can let them know this personal information is not public record.

It's a good idea to keep your jurisdiction list updated when changes occur throughout the year. You must confirm that you have verified and finalized your list by February 15th so the Electronic Filing System (EFS) will have accurate information when the filing period opens on March 15th. If you have changes between February 15 and April 15, it is extremely important that you maintain the list with necessary changes during this time.

Visit our website at https://link.edgepilot.com/s/75976ef0/ocL_CxmTMkedmUmQ4YUngO?u=https://www.oregon.gov/ogec/training/pages/default.aspx for helpful training opportunities and materials available to you.

We rely on your assistance and greatly appreciate you helping us manage this statutorily-mandated program. You may access the EFS with your User Name and Password by clicking on the following link: https://link.edgepilot.com/s/b3ee7128/ekg52pkdCkSTqjQxz_h-Cw?u=https://apps.oregon.gov/OGEC/EFS/Home/SignIn. It's a good idea to save this link as a favorite.

If you are not the Jurisdictional Contact any longer, you must contact the Commission right away at 503-378-5105 or by email at mail@ogec.oregon.gov. Do not reply to this email notification as it will not be delivered to the Commission.

Thank you,
Oregon Government Ethics Commission
3218 Pringle Rd SE

Salem, OR 97302-1680

Links contained in this email have been replaced. If you click on a link in the email above, the link will be analyzed for known threats. If a known threat is found, you will not be able to proceed to the destination. If suspicious content is detected, you will see a warning.

From: [Donald Kunz](#)
To: [Brian Asher](#); [to: Brian Asher](#); [Recorder](#); [Aurora Colony Historical Society](#)
Subject: Letters from Mayor Rostek translated into English
Date: Sunday, January 28, 2024 12:00:46 PM
Attachments: [Rostek-letter_14DEC2023_Decision_ENG.docx](#)
[Rostek-letter_19Jan2024_ENG.docx](#)

Mayor Brian Asher and Stuart Rodgers, Recorder
City of Aurora
Diane Kocher Downs,
President, Board of Directors
Aurora Colony Historical Society

Yesterday Christoph Maletz, Chairman of the Bleicherode Parish Council, emailed me copies of two letters from Mayor Frank Rostek, regarding action taken by the city's municipal council on December 14, 2023 about a partnership between Bleicherode and Aurora. I immediately forwarded the German letters to Stuart and Diane. Dr. Maletz informed me that the original hard copies are in transit to Mayor Asher via the postal system. Yesterday, I hired Jeannette Jakubik in Logan, Utah to translate these letters into English. Ms. Jakubik's company is ProActive LLC Translation Services. She had been recommended by Barbara Kerkmann and previously translated the Aurora Proclamation into German which was emailed to Mayor Rostek on August 16, 2023. The translation of these two letters has been completed and are attached below. If for some reason you cannot open the attachments, please let me know.

In the process of developing a sister-city agreement between Aurora and Bleicherode, the next step would be to contact Sister Cities International. In my previous contact with them, they expect to receive signed documents in English, thus another reason for the translation. Any associated fees, including an annual fee, I will gladly pay.

As you know, a bronze plaque honoring Wilhelm Heinrich Keil is under development which I am also funding. Diane was instrumental in its creation. The plaque will include a relief of Dr. Keil completed by well-known Bleicherode artist, Peter Genßler [Genssler] and is in both German and English with a footnote explanation of the German spelling of Kiel, changing to Keil after arrival in the U.S.A. This large (expensive) plaque will initially be placed on the old former Museum building across from the Lutheran church where Keil was baptized. This is the heart of Bleicherode and its location will both serve as high visibility for visitors as well as for safety reasons. A much smaller bronze plaque will be placed where Keil was born. I am financing this project as a gift to Aurora and Bleicherode. Wilhelm Keil was my GGG Uncle. Yesterday, I sent photos to Diane and Stuart of the building where the large plaque will be initially placed on the exterior, and the future park location where it will be moved to once the city acquires and renovates the small parcel. Dr. Maletz is meeting with the mason tomorrow, Monday, for an update.

I will be returning to Bleicherode about July 14th for a week where I will be meeting again with Mayor Rostek and others. If I can be of any help to Aurora, please advise. I will then travel by train to Kirchenlamitz in Bavaria. On Keil's initial wagon train from Bethel to Aurora in 1856 was my GG grandmother, Sabina Margaretha Barbara Bergmann (born in Kirchenlamitz) who later married Wilhelm Kiel's nephew, Hermann Bannse in Aurora and they moved to Bucoda, Washington Territory (near Centralia). The understanding of the Aurora Colony pioneers is complicated! Kirchenlamitz is celebrating its 650 Anniversary this year.

Faithfully,
Donald Kunz

Gemeinderat der Landgemeinde Stadt Bleicherode



Bleicherode, 14.12.2023

Decision No. LGR/0096/2023

from the 9th public meeting of the Rural Community Council in 2023 on 12/14/2023

TOP 9 Consultation and resolution on the establishment and expansion of diplomatic and partnership relations with the city of Aurora in the state of Oregon in the USA

The municipal council decides:

The development of diplomatic and partnership relations between the rural community of Bleicherode and the city of Aurora in the state of Oregon in the USA.

Explanation:

The decision is aimed at an exchange of information and experience at municipal level between the towns of Bleicherode and Aurora.

These diplomatic relations can also create new levels and open up new perspectives in the fields of business, culture and sport.

The two towns of Bleicherode and Aurora share a common history through the founder of Aurora, Wilhelm Keil, who was born in Bleicherode in 1812.

Personal contact should be established between representatives of the two towns regarding an exchange of ideas on the administrative structure of the two towns and an exchange of experiences in the areas of language, business, culture and history, youth and sport in the near future and, if successful, could lead to the conclusion of a town twinning agreement.

Vote:

Statutory number of members of the municipal council:	34
of which present:	29
Yes-Votes:	26
No-Votes:	2
Abstentions:	1

Note:

On the basis of Section 38 (1) of the ThürKO as amended on January 28, 2003, 0 members of the municipal council were excluded from the discussion and vote.

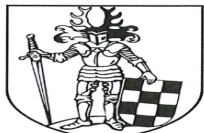


Rostek
Bürgermeister

(Rostek, Mayor)



(official Seal)



Freistaat Thüringen – Landkreis Nordhausen

Stadt Bleicherode

als Landgemeinde

Stadt Bleicherode - Hauptstraße 37 - 99752 Bleicherode

Aurora City Hall
21420 Main St. NE
Aurora, OR 97002
USA

Bearbeiter Herr Rostek
Amt/Gebäude: Rathaus
Zimmer: 10
Telefon: 036338 353-12
Fax: 036338 353-56
E-Mail*: buergermeister@bleicherode.de

Sprechzeiten:
Dienstag: 09:00 – 12:00 Uhr und 13:30 – 17:30 Uhr
Mittwoch: 09:00 – 12:00 Uhr
Donnerstag: 09:00 – 12:00 Uhr und 13:30 – 15:30 Uhr
Freitag: 09:00 – 12:00 Uhr

Ihr Zeichen

Ihre Nachricht vom

Unser Zeichen

Datum
19.01.2024

Decision on the establishment and expansion of partnership and diplomatic relations between the rural municipality of Bleicherode and the city of Aurora in the state of Oregon in the USA.

Dear Mr. Mayor Brian Asher,
Ladies and gentlemen of the municipal council,
Dear members of the Aurora Colony Historical Society,

At the last meeting of the rural community council on December 14, 2023, the foundation stone for the establishment of diplomatic and partnership relations with the city of Aurora in the state of Oregon in the USA was laid by a decision of the local council of the rural community of Bleicherode. The decision is aimed at an exchange of information and experience at municipal level between the towns of Bleicherode and Aurora.

On this basis, a town partnership could gradually develop which, unlike other partnerships, would have its deeper roots in the historical connection between the two cities. The connection would have benefits on many levels, e.g. cultural, touristic and educational.

I look forward to personal contact with you regarding an exchange of ideas on the administrative structure of the two towns and an exchange of experiences in the areas of language, economy, culture and history, youth and sport, and to good cooperation.

Sincerely,

Frank Rostek
Mayor
City of Bleicherode

Attachment

Hausadressen:

Haus I (Rathaus)
Hauptstraße 37
99752 Bleicherode
Telefon: 036338 353-0
Telefax: 036338 353-35

Haus II
Hauptstraße 43/44
99752 Bleicherode
Telefon: 036338 353-0
Telefax: 036338 353-35

Außenstelle Wolframshausen
Backsüber 3
99752 Bleicherode OT Wolframshausen
Telefon: 036334 580-0
Telefax: 036334 580-19

Bankverbindung:

Kreissparkasse Nordhausen
IBAN DE 66 8205 4052 0031 0309 21
BIC HELADEF1NOR

From: [Donald Kunz](#)
To: [Diane Downs](#); [Recorder](#)
Subject: Re: stainless steel plaques with QR codes
Date: Thursday, February 1, 2024 2:48:39 PM

Yes, I will support a stainless steel QR plaque where the Ehlen house stood right by the Keil cemetery. I saw it before it was destroyed because the occupants were using it to produce meth. So a photo must exist. Imagine dozens of plaques all over Aurora telling the story of the Aurora Colony with a click. And it unites everyone involved with or descending from the Aurora Colony

This is also the plan for Bleicherode. The Jewish family that changed linen weaving into a manufacturing process was forced to sell his business and left Bleicherode. His large house still stands and I want to support a stainless steel QR plaque to honor him too.

Donald

Sent from my iPhone

On Feb 1, 2024, at 11:29 AM, Diane Downs <dkdowns@gmail.com> wrote:

Hi Donald--

You've really advanced this project! It's very exciting, and I too love the QR code idea. Thanks for all you're doing--it's wonderful--

Diane

On Thu, Feb 1, 2024 at 10:06 AM Donald Kunz <darkunz@me.com> wrote:

Diane and Stuart,

As you both know plans have slightly changed in Bleicherode such that there will now be two Keil plaques. The large bronze plaque will be located on the old former Museum building which is across from the Lutheran church where Keil was baptized - and likely, in the years ahead, be moved to an adjacent small park.

A second much smaller plaque will be at the site of Keil's birth house and will be made of stainless steel with a QR code that will allow visitors to read about Keil (Kiel) on their cell phone once they click on the QR code.

The reason for my email to you is to suggest a similar plan could be designed for Aurora - with dozens of places to show both where colony family farms existed as well as the many businesses (like the hotel or church) that no longer exist. Visitors can take a walking tour and click on a QR code on a stainless steel plaque and read about Aurora's past with just a click. How fun would that be and the walking tour could be named after Patrick Harris. I think this has been discussed before but what a fabulous way to raise money with descendants and others sponsoring each of the many stainless steel plaques with a QR code. It could reconnect descendants to ACHS. Descendants = Aurora.

Think big,

Donald

Begin forwarded message:

From: "Dr. H.-Ch. Maletz" <info@dr-maletz.de>
Subject: Update
Date: January 31, 2024 at 7:17:28 AM PST
To: "Donald Kunz" <darkunz@me.com>

Dear Donald,

I spoke to the stonemason yesterday and explained to him all our changes. He doesn't see any problems. Now he creates the special cost offers for the big plaque.

Now we have to think about the small plaque. – Primarily the material. And we can provide this plaque with a QR code. It can be an example of further plaques of other deserved personalities of the town.

This plaque should then be designed the same way. That's why we have to consider the design.

My suggestion would be stainless steel.

What do you think of it?

Greetings,
Christoph

From: [Donald Kunz](#)
To: [mayor](#); [to: Brian Asher](#); [Recorder](#); [Aurora Colony Historical Society](#)
Subject: Aurora featured in Bleicherode's February 1 2004 local newspaper
Date: Monday, February 5, 2024 1:57:46 PM
Attachments: [Article Keil.pdf](#)
[Translation Newspaper TA.pdf](#)
[Page Partnership Aurora Bleicherode.pdf](#)
[bleicheroederecho-02-2024.pdf](#)

Dear Mayor Asher, Stuart, and Diane
 My friend, Manius Schinkel, who I met when I visited Bleicherode in August, 2022 is fluent in English. He and his family live in Bleicherode. He sent me this article featured in the February 1, 2024 edition of the Bleicheröder Echo, the city's newspaper. At the bottom of this email, you'll find an original PDF copy of the full newspaper. As journalism is suffering in the USA, especially in small towns, it's exciting to see a very successful newspaper for a relatively small town in Germany, especially in former East Germany which suffered greatly when it was controlled by the Russians until about 1992. Even though in German, I hope you will look at the attached PDF as you'll get a flavor of this wonderful town and your new relationship with it. Please forgive the translation into English as Manius used Google Translate which we all know is not the most accurate with translation.
 Congratulations!
 Donald





The foundation stone was laid for building partnership relationships with the city of Aurora in the USA



At the meeting of the regional council on December 14, 2023

by a resolution of the basic

The stone was laid for the establishment of diplomatic and partnership relations with the city of Aurora in the state of Oregon in the USA.



Aurora Chapel

The city of Aurora is located in Marion County (comparable to a county) in the state of Oregon in the USA and was founded in 1856 by the native Bleicheröder Wilhelm Keil. The place had total in 2020. 1,133 inhabitants; this is roughly comparable to Wipperfurth. The area of the city is approx. 1.24 km², compared to the rural community of Bleicherode with an area of

about 108 km² huge. The idea of establishing twin town relationships arose due to their shared history.

Born as Wilhelm Heinrich Kiel on March 18, 1812 in Bleicherode, the son of one wandered



Founder of Aurora
Wilhelm Heinrich Keil

Weaver family in 1831 or

In 1835 he initially moved to New York with his wife Louise, née Ritter. His last name changed after his arrival the USA from Kiel to Keil. Wedge was first worked as a pharmacist and later as an independent preacher in Pennsylvania. Through his sermons he found numerous followers, mainly German emigrants, and is considered a charismatic leader.

rer described. Together with

With his followers he moved to the state of Missouri and founded the Bethel community there, which developed into a settlement with around 650 members within a few years. In 1853 Keil decided to form the Green

dung of another community in the state of Oregon, which he named after his daughter "Aurora". Around the year 1855

te Keil two of his older brothers

from Bleicherode to Oregon. The activities of Keil's colonists were of great importance for the extensive development of the state of Oregon. Keil had developed Aurora into a model town with connections to the

Railway network. The hotels in the area

The community and the "good German cuisine" as well as the music band were known throughout Oregon. Wilhelm Keil died in 1877

at the age of 65. To Keil's Death could not take anyone's place as mayor, so that the colonists decided to dissolve the leaderless commune and divide up its common property. Around 1900 the settlement only had 122 residents, but since then the number of residents has risen continuously and has now increased tenfold. Aurora now has a vibrant population and its own airport.

The city's mayor is Brian Asher. (Photo)



Councilor Asher



A detailed article by Prof. Dr. appeared in the Bleicheröder Echo on August 27, 1997. Karl Birnstiel from Koblenz with the title "On Bleicherode's footsteps on the coasts of the Pacific - a Bleicherode journeyman tailor as the 'King' of America". Dr. Birnstiel dealt intensively with the history of Wilhelm Keil and tried to contact possible descendants of Keil, but was unsuccessful; Birnstiel died in 2021 at the age of 90.

Since then, there has been great interest in Aurora to find out more about Bleicherode, the home of the town's founder.

In the summer of 2022, Mr. Donald Kunz introduced himself as a descendant of Wilhelm Keil; he traveled to Bleicherode for a visit lasting several days to get to know the birthplace of his ancestor.

Mr. Kunz was so impressed with Bleicherode that from now on he wants to establish an intensive connection between the two cities. One of the most important current projects is the erection of a memorial stone with a bronze plaque with an inscription at the site of Wilhelm Keil's birthplace on Gartenstrasse in Bleicherode, which no longer exists. The costs for production and construction are covered 100% by donations from Mr. Kunz. The ceremonial setting of the is for summer 2024

Memorial stone planned for Wilhelm Keil. Mr. Kunz will arrive for this purpose (possibly together with representatives of the Aurora Historical Society).

As a result of the visit by Mr. Kunz and another member of the Aurora Historical Society 2022, intensive discussions took place in Aurora with the mayor and the city councilors and as a result, an official city council resolution was passed on August 15, 2023 as a declaration of support for the establishment of the city twinning Relations were established and a committee was also formed for the partnership project. In order to develop next steps towards partnership, the city of Aurora also asked for a corresponding resolution from the Bleicherode rural council.

On this basis, a town twinning could gradually emerge, which, in contrast to the other partnerships, would have a deeper origin in the historical connection between the two cities. Both cities would benefit on many levels, e.g. B. culturally, touristically and also educationally.

All committed citizens of the rural community are encouraged to take part in the town twinning exchange with ideas, suggestions and activities. We would be pleased!

Your support association for the preservation and maintenance of the town twinning relationships of the city of Bleicherode e. v.



Aurora today

Local politics

What connects a city in the Nordhausen district with a city in the USA

Birgit Eckstein

Updated: December 18, 2023, 7:30 p.m. | Reading time: 2 minutes



During his visit last year, Donald Kunz (front) signed the city of Bleicherode's book under the eyes of Mayor Frank Rostek.

Photo: Birgit Eckstein / Archive

Bleicherode The rural community of Bleicherode in the southern Harz region is striving for partnerships with the city of Aurora in the US state of Oregon. What the city owes to a native of Bleicheröder.

Bleicherode has maintained partnerships with cities across Europe for many years. These include Vieux-Condé in France, Niederzier in North Rhine-Westphalia and Ornetá in Poland. A Bulgarian and a Lithuanian city complete the series of partner towns. And soon another city in the USA could be included. This is Aurora in the state of Oregon. The tranquil town, which has about as many inhabitants as Wipperfurth, but has an airport, has one thing in common

special history with Bleicherode. “This place wouldn’t exist if Bleicheröder William Keil hadn’t existed,” emphasizes rural community mayor Frank Rostek (CDU). Keil, who was born Heinrich Wilhelm Kiel in Bleicherode in 1812 and emigrated to the USA in 1831, was one of the founders of Aurora, named after his daughter.

Memorial stone for William Keil will be placed in the summer

When Donald Kunz, a direct descendant of William Keil, died in the summer of 2022 Visited Kalistadt and talked to Frank Rostek, the idea of a partnership started rolling. A visit from two Aurora residents followed. As a result of the visits, there was a keen interest in a friendly relationship with Bleicherode in the USA. The Aurora City Council supports this effort and a committee has already been formed for the partnership project.

Now it was Bleicherode's turn. The topic was on the agenda at the last meeting of the rural municipal council. Maximilian Bahr, deputy chairman of Bleicherode's support association for town twinning relationships, gave an overview of the history and presented the advantages of a partnership to the council. “The city partners would benefit both sides on many levels, both culturally and touristically or educationally through student exchanges and language trips,” said Bahr. “And in contrast to other town partnerships, the historical connection would mean there would be a real, natural connection between the places.”

A large proportion of the rural councils also recognized the benefits and agreed to the development of diplomatic and partnership relationships between the rural community of Bleicherode and the city of Aurora in the state of Oregon in the USA. There were two votes against and one abstention on the resolution, all of them came from the AfD parliamentary group.

It is planned to place a memorial stone for William Keil on Gartenstrasse as early as next summer. Donald bears the entire cost of this Kunz.

Our TA PLUS recommendations

- After “Mein-Real” Gotha closed, a bakery also had to close

From: [Linda Hansen](#)
To: [Dadson, Scott](#)
Subject: SB 1572 Hearing Scheduled - WES to Salem Bill Scheduled for Hearing - Tues, Feb 13, 5:00 – 6:30 PM
Date: Wednesday, February 7, 2024 9:21:17 AM
Attachments: [Support SB 1572 WES Extension Study Bill 01_22_2024.pdf](#)
[SB 1572 \(2024\).pdf](#)

Dear MWVCOG WES to Salem Coalition Advocates:

Congratulations! Your request for a hearing was successful! We received confirmation today from the Committee Administrator of the Joint Committee On Transportation that the hearing on SB 1572 has been scheduled for Tuesday, February 13th at 5:00 PM in Hearing Room F of the Oregon State Capitol.

This will be one of three hearings on the schedule that day, so we anticipate having roughly 30 minutes for the hearing on SB 1572, which must include testimony and Q&A.

We request that every Member of the coalition prepare a letter or written testimony to be posted on the Oregon Legislative Information System website. Please write your testimony for posting when the hearing record opens and your written testimony can be uploaded to the electronic bill file. Watch for a notice that it is time to upload your written testimony on SB 1572.

Our plan to use the 30 minutes we have to make our case to the committee is to coordinate oral testimony in three panels. no more than 3 minutes per speaker:

Presentation of the Bill by Senator Woods and Representative Mannix, who are both Members of the Joint Committee on Transportation - 6 Minutes

Panel 1: Local Government Support - 9 minutes

City of Woodburn, City of Kaiser , City of Salem, City of Aurora

Panel 2: Transit and Rail Officials Support - 9 minutes

Cherriots, SMART and Portland and Western Railroad

Panel 3: Stakeholder Organizations - 6 minutes

AORTA, 1000 Friends of Oregon

We are coordinating the panels of oral testimony to accommodate the short timeframe designated for our hearing; we will contact you directly to coordinate participants and their testimony.

We will notify the coalition members once the portal is open to receive your written testimony. Here are the Links to our Legislation on OLIS:

<https://olis.oregonlegislature.gov/liz/2024R1/Measures/Overview/SB1572>

<https://olis.oregonlegislature.gov/liz/2024R1/Committees/JCT/Overview>

Sincerely,

Scott Dadson, Executive Director
Mid-Willamette Valley Council of Governments

Attached:

SB 1572 - WES to Salem Extension Study Bill

Support SB 1572 WES Extension Study Bill 01_22_2024 (one-page summary)

Linda Hansen
Clerk to the Board
Administrative Support Coordinator
Mid-Willamette Valley Council of Governments
100 High St. SE, Ste. 200
Salem, OR 97301
503.540.1602
lhansen@mwvcog.org



Links contained in this email have been replaced. If you click on a link in the email above, the link will be analyzed for known threats. If a known threat is found, you will not be able to proceed to the destination. If suspicious content is detected, you will see a warning.

Portland-Salem/Keizer Metro Areas WES I-5 Commuter Rail Extension Study Coalition

January 22, 2024

Senator Chris Gorsek, Co-Chair
 Representative Susan McLain, Co-Chair
 Senator Brian Boquist, Co-Vice Chair
 Representative Shelly Boshart Davis, Co-Vice Chair
 Joint Committee On Transportation

Co-Chairs Gorsek and McLain, Co-Vice Chairs Boquist and Boshart Davis, and members of the Committee:

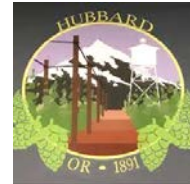
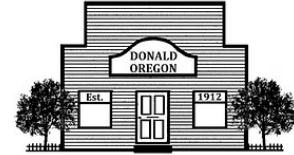
We write to you to respectfully request a hearing on SB 1572, the “WES Commuter Rail Extension Study Bill,” pending before the Joint Committee On Transportation.

SB 1572 is a bipartisan, bicameral legislative concept that enjoys considerable support from a wide range of state legislators, local governments, transit agencies, railroads and other supporters. A similar bill during the 2023 session, HB 2662-A, passed unanimously by the Joint Committee On Transportation. The attached one-pager provides a summary of the proposed legislation. Thank you for your time and consideration of our request.

Sincerely,

Mayor Brian Asher, City of Aurora
 Mayor Rick Olmsted, City of Donald
 Mayor Charles Rostocil, City of Hubbard
 Mayor Cathy Clark, City of Keizer
 Mayor Chris Hoy, City of Salem
 Mayor Julie Fitzgerald, City of Wilsonville
 Mayor Frank Lonergan, City of Woodburn
 Scott Dadson, Mid-Willamette Valley Council of Governments
 Ross Lane, Portland & Western Railroad
 Allan Pollock, Salem Area Mass Transit District (“Cherriots”)
 Dwight Brashear, South Metro Area Regional Transit (SMART)
 Cynthia Thompson, Yamhill County Transit

cc: Sponsoring Senators (Chief) Manning and Woods; and Campos, Dembrow, Frederick, Gorsek, Jama, Meek, Patterson, and Thatcher; Sponsoring Representatives (Chief) Anderson, Evans, Mannix and Neron; and Bowman, Chaichi, Cramer, Dexter, Gamba, Lewis, Nelson, H. Nguyen, Nosse, H. Pham, K. Pham, Reynolds, and Walters



Support SB 1572 – ODOT Study Connecting Portland Metro-Area WES Commuter Train to Salem/Keizer Metro, Extending from Wilsonville to Salem

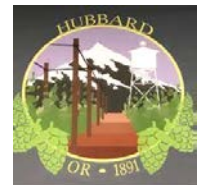
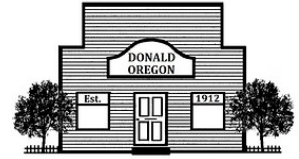
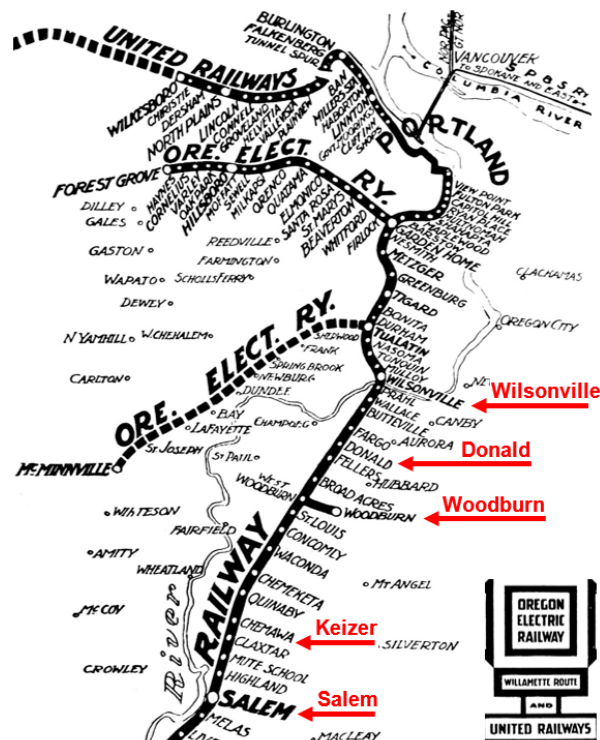
Portland-Salem/Keizer Metro Areas WES I-5 Commuter Rail Extension Study Coalition

SB 1572 is a bipartisan, bicameral legislative concept to create a multi-organizational task force—the Westside Express Advisory Committee—composed of local governments, transit agencies, railroads and public-interest groups to study extending the current rush-hour-only Westside Express Service (WES) commuter train from the current southern terminus in Wilsonville for 31 miles to Salem, with stops in Donald, Woodburn and Keizer. The bill calls for ODOT to report back to the legislature in December 2024 with study findings and recommendations. A similar bill during the 2023 session, HB 2662-A, passed unanimously by the Joint Committee On Transportation.

- **Increasing population** of Portland metro and North Willamette Valley region needs mobility options, especially for commuters and seniors, many who require transportation for jobs, education and medical appointments.
- **I-5 traffic congestion continues to worsen** and prospective ODOT tolling of I-205 and I-5 in Portland metro area requires a reliable public-transit alternative unaffected by highway traffic congestion and tolls.
- **Additional Federal Transit Administration (FTA) support** for high-capacity transit WES commuter rail service connecting METRO and SKATS—two federally-designated Metropolitan Planning Organizations (MPOs) Transportation Management Areas (TMAs)—that can increase ridership.
- **Transit commuting and shopping option supports economic-development efforts** of North Willamette Valley communities.
- **Use of former Oregon Electric Railway line**, now owned by Portland & Western and BNSF Railroads,

which support the WES extension study, that operated 1908 – 1933.

- **SB 1572 is supported** by the Cities of Aurora, Donald, Hubbard, Keizer, Salem, Wilsonville and Woodburn; the Mid-Willamette Valley Council of Governments; Salem Mass Transit District (“Cherriots”), SMART (South Metro Area Regional Transit) and Yamhill County Transit, and the railroads.



FOR MORE INFO, CONTACT:
 Greg Leo at 503-804-6391
greg@theleo.com

Senate Bill 1572

Sponsored by Senators WOODS, MANNING JR, Representatives MANNIX, ANDERSEN, EVANS, NERON; Senators CAMPOS, DEMBROW, FREDERICK, GORSEK, JAMA, MEEK, PATTERSON, THATCHER, Representatives BOWMAN, CHAICHI, CRAMER, DEXTER, GAMBA, LEWIS, NELSON, NGUYEN H, NOSSE, PHAM H, PHAM K, REYNOLDS, WALTERS (Presession filed.)

SUMMARY

The following summary is not prepared by the sponsors of the measure and is not a part of the body thereof subject to consideration by the Legislative Assembly. It is an editor's brief statement of the essential features of the measure **as introduced**. The statement includes a measure digest written in compliance with applicable readability standards.

Digest: The Act requires ODOT to study extending the WES commuter rail line to Salem. The Act creates an advisory committee to aid ODOT in its study. Requires ODOT to consult with the advisory committee as part of the process of conducting the study. ODOT must submit a report no later than December 1, 2024. Gives money to ODOT to pay for the costs of the study. The Act takes effect as soon as it is passed. (Flesch Readability Score: 60.4).

Requires the Department of Transportation, after consulting with the Westside Express Advisory Committee, to study extending the Westside Express Service commuter line to Salem. Directs the department to submit findings to the interim committees of the Legislative Assembly related to transportation not later than December 1, 2024.

Appropriates moneys from the General Fund to the Department of Transportation for the study. Declares an emergency, effective on passage.

A BILL FOR AN ACT

1
2 Relating to a study on extending the Westside Express Service commuter line to Salem; and de-
3 claring an emergency.

4 **Be It Enacted by the People of the State of Oregon:**

5 **SECTION 1. (1) The Department of Transportation, after consulting with the Westside**
6 **Express Advisory Committee described in this section, shall study issues related to extending**
7 **the Westside Express Service commuter line to Salem, including increasing the frequency**
8 **and hours of service. The study must include, but is not limited to, the following:**

9 (a) A review of the specific operational and locational issues for extending and operating
10 the Westside Express Service commuter line on the old Oregon Electric Railway using the
11 existing or new:

12 (A) Westside Express Service tracks;

13 (B) Portland and Western Railroad tracks; and

14 (C) BNSF Railway Company tracks.

15 (b) An examination of potential operators of the existing and new commuter rail service.

16 (c) Consulting cities that may be potentially served by the service extension, including
17 Wilsonville, Donald, Aurora, Hubbard, Woodburn, Keizer and Salem, to better understand
18 local access and other related issues.

19 (d) Consulting relevant transit agencies, including but not limited to South Metro Area
20 Regional Transit, Woodburn Transit Service, Yamhill County Transit and Salem Area Mass
21 Transit District, that would potentially provide bus service from rail stops to Wilsonville,
22 Donald, Aurora, Hubbard, Woodburn, Keizer or Salem and exploring options for connecting
23 rail stops with transit service.

24 (2) To aid the department in conducting the study, the department shall appoint the

NOTE: Matter in **boldfaced** type in an amended section is new; matter *[italic and bracketed]* is existing law to be omitted. New sections are in **boldfaced** type.

1 **Westside Express Advisory Committee, consisting of 18 members as follows:**

2 (a) **One member who represents the Aurora city council;**

3 (b) **One member who represents the Donald city council;**

4 (c) **One member who represents the Hubbard city council;**

5 (d) **One member who represents the Keizer city council;**

6 (e) **One member who represents the Salem city council;**

7 (f) **One member who represents the Wilsonville city council;**

8 (g) **One member who represents the Woodburn city council;**

9 (h) **One member who represents the Mid-Willamette Valley Council of Governments;**

10 (i) **One member who represents the Tri-County Metropolitan Transportation District of**
11 **Oregon;**

12 (j) **One member who represents the Metro Council of the Portland area metropolitan**
13 **service district;**

14 (k) **One member who represents the Salem Area Mass Transit District;**

15 (L) **One member who represents South Metro Area Regional Transit;**

16 (m) **One member who represents Woodburn Transit Service;**

17 (n) **One member who represents Yamhill County Transit;**

18 (o) **One member who represents Portland and Western Railroad;**

19 (p) **One member who represents BNSF Railway Company;**

20 (q) **One member who represents a statewide rail passenger advocacy association; and**

21 (r) **One member who represents a statewide land use conservation advocacy association.**

22 (3) **The department shall collaborate, through an intergovernmental agreement, with the**
23 **Mid-Willamette Valley Council of Governments to coordinate, convene and record the**
24 **meetings of the advisory committee.**

25 (4) **The advisory committee shall provide recommendations to the department regarding**
26 **all aspects of the study, including but not limited to land use and transportation issues.**

27 (5) **The advisory committee shall elect one of its members to serve as chairperson and**
28 **one member to serve as vice chairperson.**

29 (6) **If there is a vacancy for any cause, the department shall make an appointment to**
30 **become immediately effective.**

31 (7) **A majority of the members of the advisory committee constitutes a quorum for the**
32 **transaction of business.**

33 (8) **The department shall identify opportunities to apply for federal funding to supplement**
34 **state funds for the study and any eligible subsequent corridor identification and development**
35 **efforts.**

36 (9) **The department shall submit a report in the manner provided by ORS 192.245, and**
37 **may include recommendations for legislation, to the interim committees of the Legislative**
38 **Assembly related to transportation no later than December 1, 2024.**

39 **SECTION 2. Section 1 of this 2024 Act is repealed on January 2, 2025.**

40 **SECTION 3. In addition to and not in lieu of any other appropriation, there is appropri-**
41 **ated to the Department of Transportation, for the biennium ending June 30, 2025, out of the**
42 **General Fund, the amount of \$500,000, which may be expended for the purpose of carrying**
43 **out the provisions of section 1 of this 2024 Act.**

44 **SECTION 4. This 2024 Act being necessary for the immediate preservation of the public**
45 **peace, health and safety, an emergency is declared to exist, and this 2024 Act takes effect**

1 **on its passage.**

2

From: [Greg Leo](#)
To: [Zack Reeves](#); [Dale Penn II](#); [Kristine Evertz](#); [Gwenn Baldwin](#); annaliesekoehler@oregonmetro.com; [Nichol Holmes](#); [Brett Morgan](#); [Doug Allen](#); [Waylon Buchan](#); [Miles Pengilly](#); [Anneliese Koehler](#); [Justin Martin](#)
Cc: [Mark Ottenad](#)
Subject: Update on Willamette Valley Commuter Rail Extension Study Bill - Please request a hearing for SB 1572!
Date: Tuesday, January 23, 2024 2:43:23 PM
Attachments: [2024 01 22 WES Extension Coalition Ltr to Jt Trans Com, RE SB 1572 Hearing.pdf](#)
[Support SB 1572 WES Extension Study Bill 01 22 2024.pdf](#)

Fellow SB 1572 Lobby Members:

Senator Woods' legislative priority bill to promote the Willamette Valley Commuter Rail Extension Study has been assigned a bill number, SB 1572.

We have bipartisan, bicameral support for SB 1572 - see the list of Senate and House sponsors; this list is likely to grow.

Senate Sponsors:

- Woods (Chief)
- Frederick
- Gorsek
- Manning (Chief)
- Meek
- Patterson
- Thatcher

House Sponsors:

- Anderson
- Bowman
- Chaichi
- Cramer
- Evans
- Gamba
- Mannix (Chief)
- Nelson
- Neron (Chief)
- H. Nguyen
- Nosse
- H.Pham
- K. Pham
- Reynolds
- Walters

The Co-Chairs and Co-Vice Chairs of the Joint Transportation Committee are meeting next Tuesday to choose which bills to schedule for hearings at the Joint Transportation Committee during the 2024 Legislation Session.

Please contact the Joint Committee on Transportation Co-Chairs and Vice Co-Chairs and ask them to schedule SB 1572 for a hearing and work session. We have attached the letter and one-page summary that can help shape your request for a hearing and work

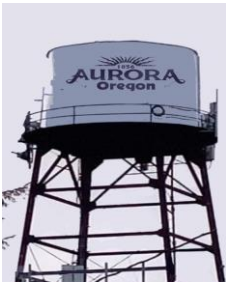
session.

This would also be a great time to send letters of support from your clients in support of the legislation.

Thank you to Senator Woods and Representative Mannix, who have provided the leadership for developing this legislation.

Thank you, our coalition partners, for getting the Willamette Valley Commuter Rail Study bill on track with a hearing and work session!

Greg Leo
The Leo Company, LLC
(503) 804-6391
Greg@theleocompany.com



AURORA EMERGENCY PREPAREDNESS LEADERSHIP AND PLANNING TEAM

February 7, 2024

Good Evening, Mayor and Council:

Shaky Ground Café:

In December, I brought up the idea to the City Council and to the Mayor that the Aurora Emergency Preparedness was going to have what was called the 'Shaky Ground Café'. The 'Shaky Ground Café' is an escape room to help people better prepare for any kind of disaster. After further exploration of the 'Shaky Ground Café', the Aurora Emergency Preparedness Leadership and Planning Team decided to postpone this event due to the lack of funding, and the short amount of time that we had to raise the funds. You can remove this event from your calendars.

December 2023:

Some of our members and volunteers, took part in the Santa Parade. The Santa Parade took about 2 hours to complete and the members and volunteers were exhausted by the time they got back to the fire station. Everyone had a lot of fun.

Business Plan:

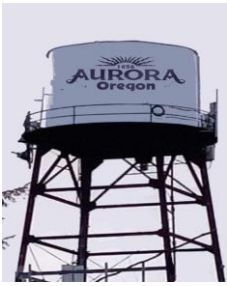
At the February board meeting, the board was working on their business plan for what we want to accomplish for the next year. The Business Plan included what the individual teams wanted to accomplish this year.

Fundraising Idea:

One of the fundraising ideas that I brought forward was to have another City Wide-Block Party event with raffles, possible clowns, possible food, etc. I haven't worked out all of the details yet, but I will have a solid plan by the next month.

Thank you.

Laurie Boyce
Emergency Services Coordinator

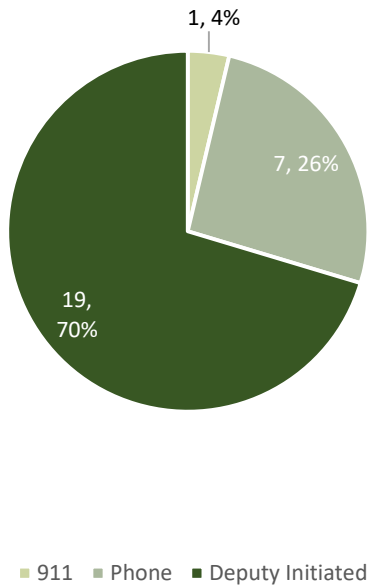


**AURORA EMERGENCY
PREPAREDNESS LEADERSHIP AND
PLANNING TEAM**

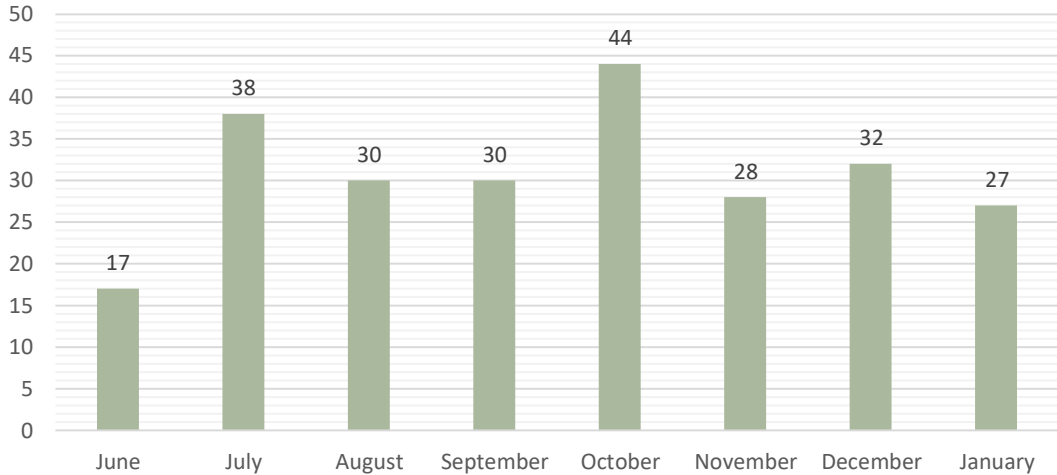
New Business

27 total calls for service

Calls for Service by Call Source - January 2024

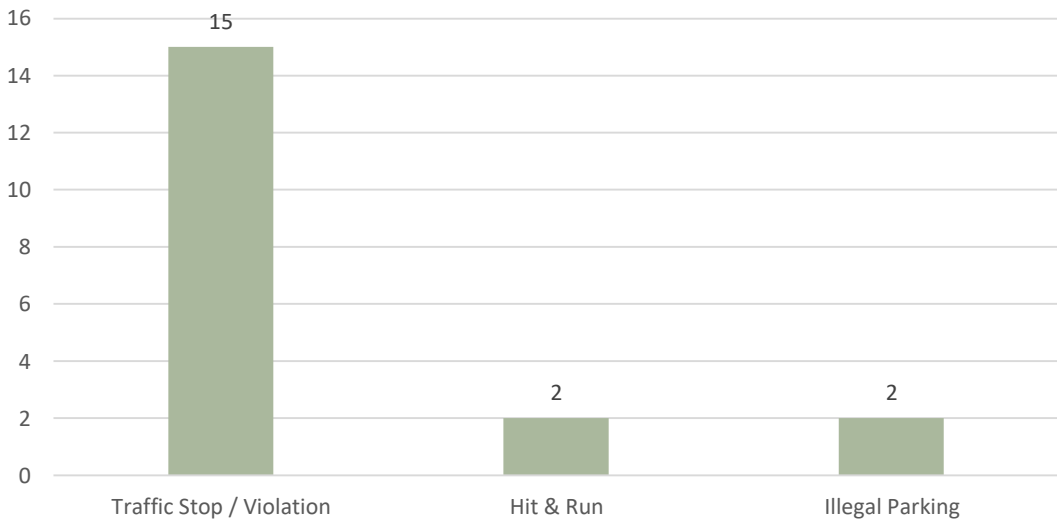


Calls for Service by Month - January 2024

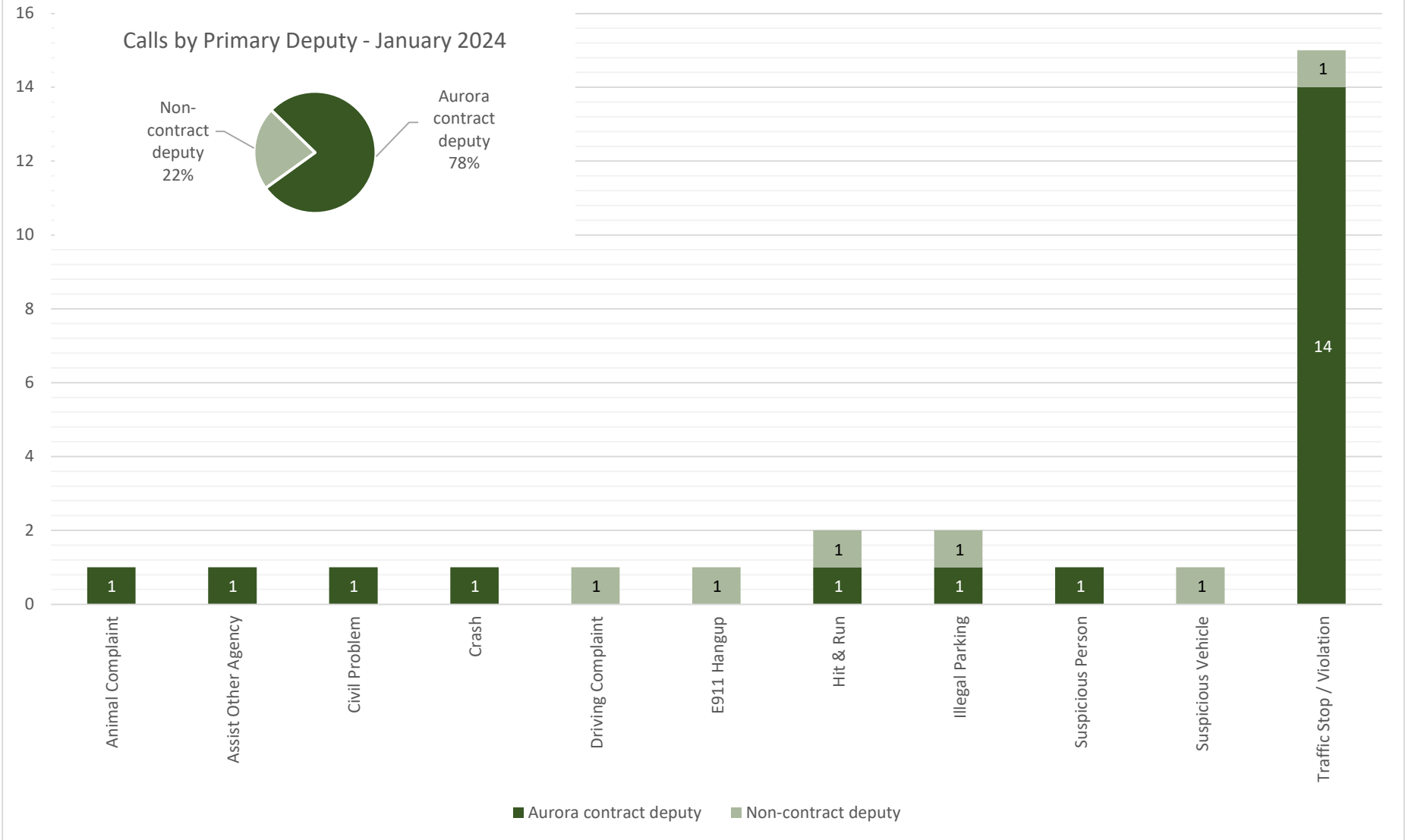


*June 2023 is the first full month for which data is available after the implementation of the new computer aided dispatch (CAD) system.

Top Calls for Service - January 2024



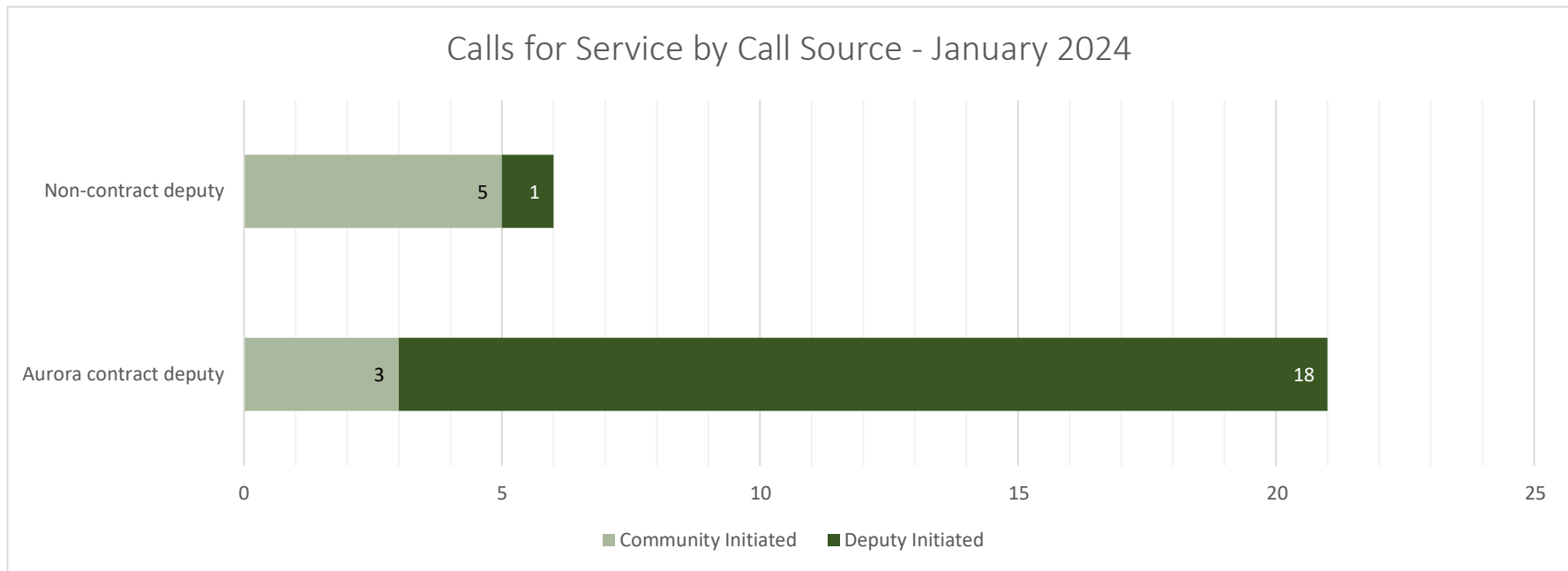
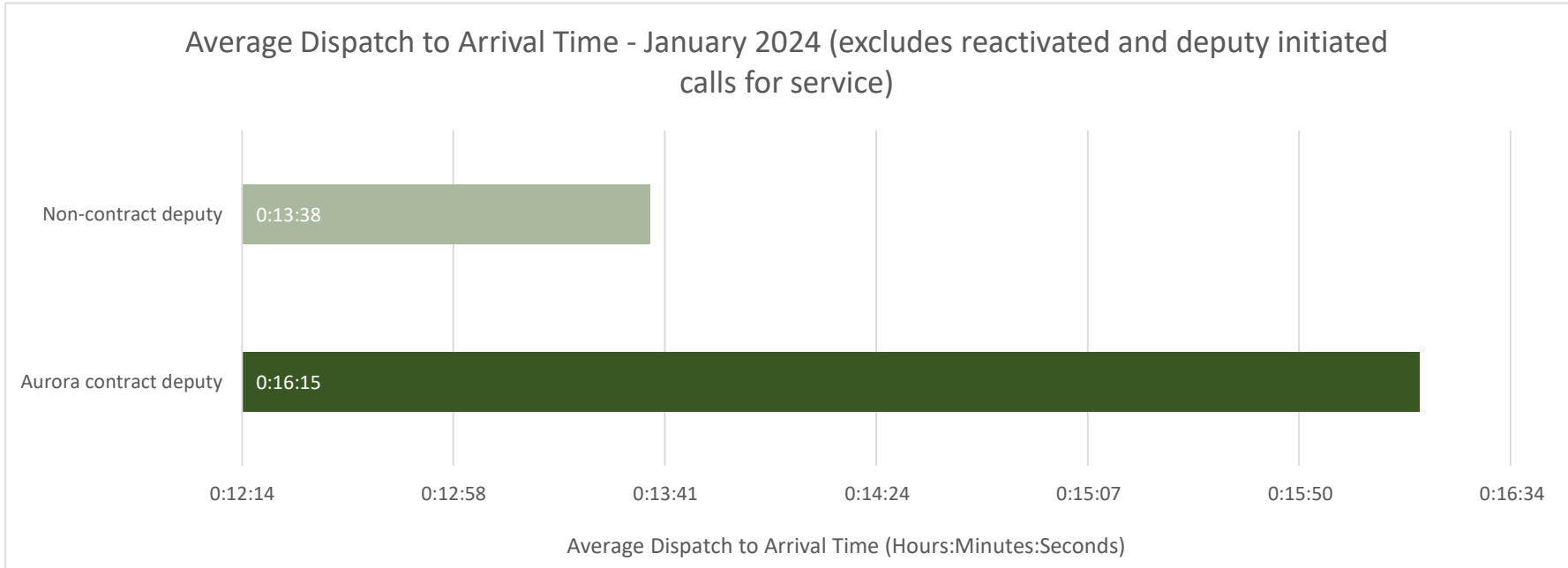
Call Type by Primary Deputy - January 2024

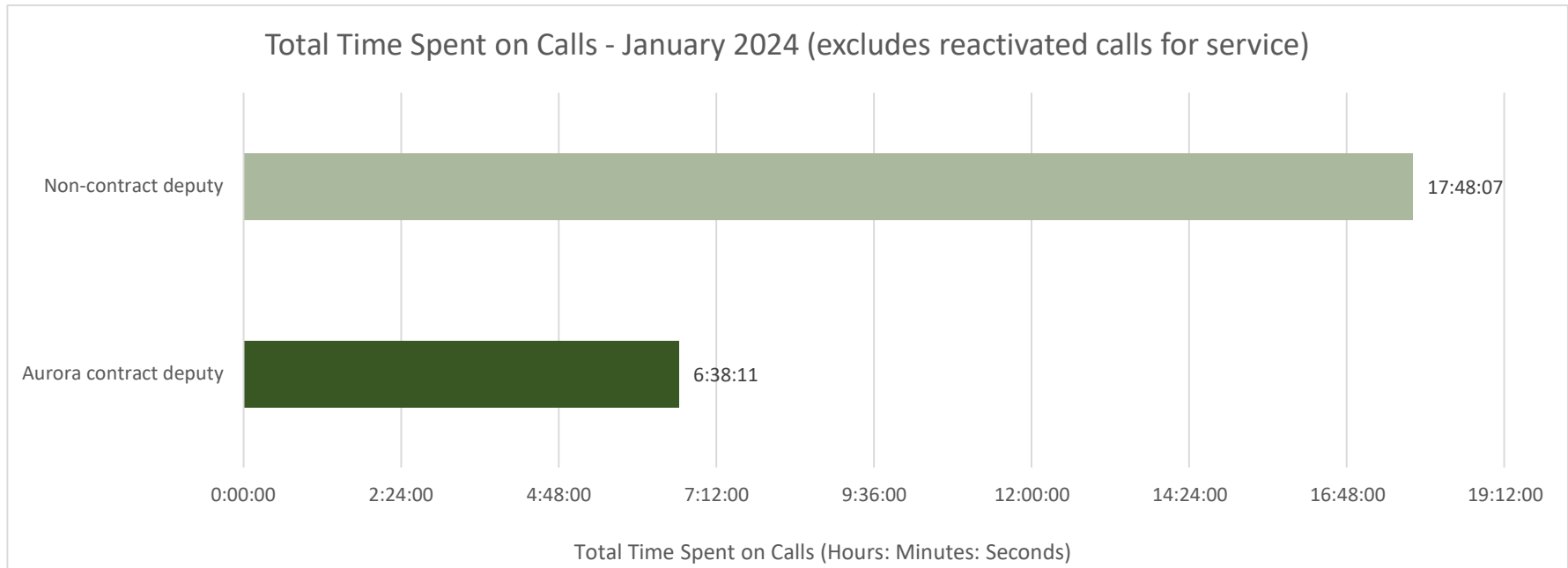
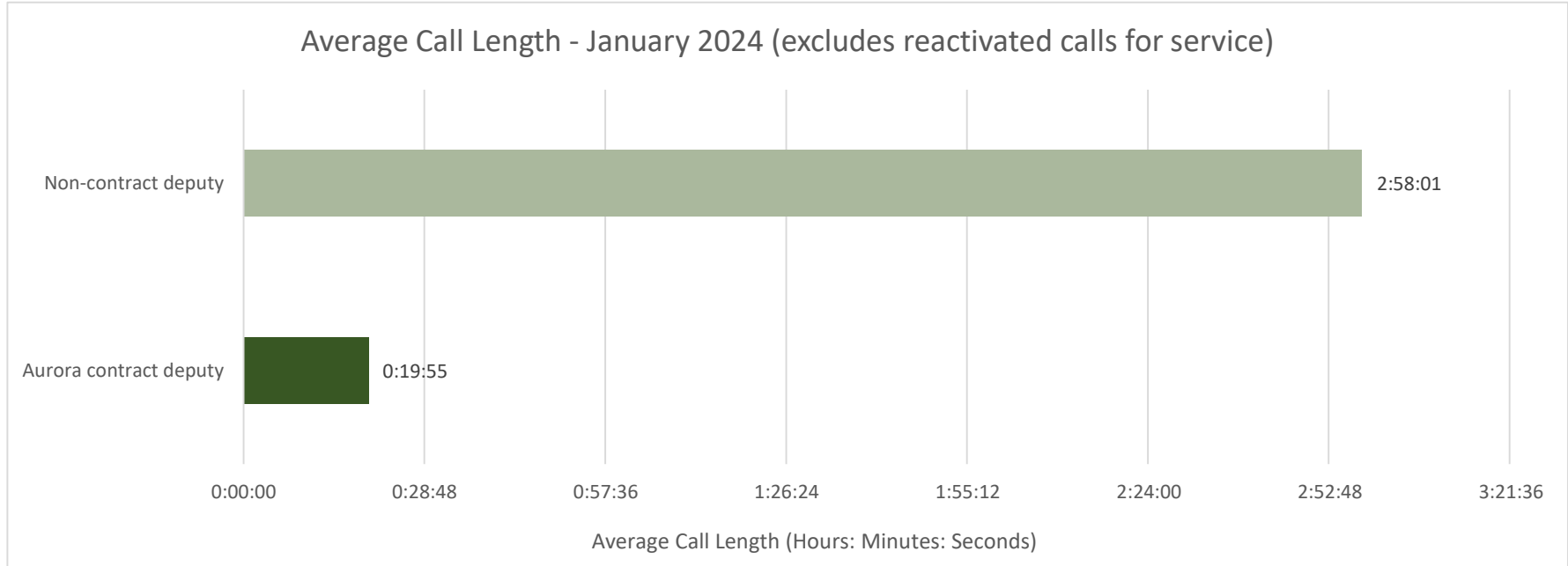


Incident Type	Sum of Jan-23	Sum of Jan-24	Raw Difference	% Change
Animal Complaint	0	1	1	-
Assault Simple	1	0	-1	-100%
Assist Other Agency	1	1	0	0%
Attempt To Locate Person/ Vehicle	1	0	-1	-100%
Audible Alarm - Police	1	0	-1	-100%
Check Welfare	1	0	-1	-100%
Civil Problem	1	1	0	0%
Crash	0	1	1	-
Disturbance	1	0	-1	-100%
Domestic Disturbance	1	0	-1	-100%
Driving Complaint	0	1	1	-
E911 Hangup	0	1	1	-
Follow Up	1	0	-1	-100%
Hit & Run	0	2	2	-
Illegal Parking	1	2	1	100%
Suspicious Activity	1	0	-1	-100%
Suspicious Person	0	1	1	-
Suspicious Vehicle	1	1	0	0%
Theft	1	0	-1	-100%
Traffic Stop / Violation	29	15	-14	-48%
Grand Total	42	27	-15	-36%

Calls for Service by Time of Day and Day of Week - January 2024

Time of Day	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Grand Total
12:00 AM	0	0	0	0	0	0	0	0
1:00 AM	0	0	0	0	0	0	0	0
2:00 AM	0	0	0	0	0	0	0	0
3:00 AM	0	0	0	0	0	0	0	0
4:00 AM	0	0	0	0	0	0	0	0
5:00 AM	0	0	0	0	0	0	0	0
6:00 AM	0	0	0	0	0	0	0	0
7:00 AM	0	0	0	0	0	0	0	0
8:00 AM	0	0	0	0	1	0	0	1
9:00 AM	0	0	0	0	0	0	0	0
10:00 AM	0	0	0	0	0	0	0	0
11:00 AM	0	0	2	0	1	0	1	4
12:00 PM	0	0	1	0	0	0	0	1
1:00 PM	0	0	1	0	1	0	0	2
2:00 PM	0	1	1	2	1	0	0	5
3:00 PM	0	3	0	4	0	0	0	7
4:00 PM	0	1	0	1	0	0	0	2
5:00 PM	1	0	0	1	0	1	0	3
6:00 PM	0	0	0	0	0	0	0	0
7:00 PM	0	1	0	0	0	0	0	1
8:00 PM	0	1	0	0	0	0	0	1
9:00 PM	0	0	0	0	0	0	0	0
10:00 PM	0	0	0	0	0	0	0	0
11:00 PM	0	0	0	0	0	0	0	0
Grand Total	1	7	5	8	4	1	1	27





Patrol Zone: SMS-AURORA
 Month: January 2024
 Total Calls for Service: 27
 Print Date/Time: 2/1/24 9:47

*Note: One call for service can generate multiple incident numbers

Incident #	Incident Date	Incident Type	Call Source	Reactivated	Dispatch to Enroute	Enroute to Arrival	Dispatch to Arrival	Start to Close	Primary Unit	Primary Unit Beat	Deputy Type
2024-00001119	1/1/24 19:13	Animal Complaint	Deputy Initiated	No	0:00:00	0:00:00	0:00:00	0:04:08	A137	SMS-AURORA	Aurora contract deputy
2024-00000647	1/4/24 13:04	Suspicious Person	Community Initiated	No	0:15:05	0:20:56	0:36:01	1:45:08	A137	SMS-AURORA	Aurora contract deputy
2024-00000940	1/6/24 10:09	Suspicious Vehicle	Community Initiated	No	0:00:10	0:00:00	0:00:10	0:32:15	A162	SMS-SALEM	Non-contract deputy
2024-00001294	1/8/24 14:46	Illegal Parking	Deputy Initiated	Yes	0:00:02	0:00:00	0:00:02	48:57:05	A137	SMS-AURORA	Aurora contract deputy
2024-00001295	1/8/24 14:51	Assist Other Agency	Deputy Initiated	No	0:00:00	0:00:00	0:00:00	0:55:03	A137	SMS-AURORA	Aurora contract deputy
2024-00001318	1/8/24 18:25	Hit & Run	Community Initiated	No	0:00:00	0:00:00	0:00:00	1:36:13	A151	SMS02	Non-contract deputy
2024-00001436	1/9/24 13:52	Civil Problem	Community Initiated	No	0:00:09	0:00:00	0:00:00	0:11:53	A137	SMS-AURORA	Aurora contract deputy
2024-00001801	1/11/24 10:28	Hit & Run	Deputy Initiated	No	0:00:00	0:00:00	0:00:00	1:02:27	A137	SMS-AURORA	Aurora contract deputy
2024-00001829	1/11/24 12:25	Traffic Stop / Violation	Deputy Initiated	No	0:00:00	0:00:00	0:00:00	0:08:31	A197	SMS-SALEM	Non-contract deputy
2024-00002209	1/14/24 16:27	Driving Complaint	Community Initiated	No	0:00:00	0:00:00	0:00:00	0:09:32	A032	SMS-SALEM	Non-contract deputy
2024-00002311	1/15/24 15:02	Crash	Community Initiated	No	0:11:23	0:01:21	0:12:44	0:24:55	A137	SMS-AURORA	Aurora contract deputy
2024-00002586	1/18/24 7:50	E911 Hangup	Community Initiated	No	0:39:41	0:00:00	0:39:41	1:44:32	A180	SMS02	Non-contract deputy
2024-00002883	1/19/24 16:20	Illegal Parking	Community Initiated	No	0:28:18	0:00:00	0:28:18	13:37:04	A043	SMS-SALEM	Non-contract deputy
2024-00004440	1/29/24 13:06	Traffic Stop / Violation	Deputy Initiated	No	0:00:00	0:00:00	0:00:00	0:04:47	A137	SMS-AURORA	Aurora contract deputy
2024-00004458	1/29/24 14:21	Traffic Stop / Violation	Deputy Initiated	No	0:00:00	0:00:00	0:00:00	0:04:42	A137	SMS-AURORA	Aurora contract deputy
2024-00004578	1/30/24 10:03	Traffic Stop / Violation	Deputy Initiated	No	0:00:00	0:00:00	0:00:00	0:12:18	A137	SMS-AURORA	Aurora contract deputy
2024-00004592	1/30/24 10:48	Traffic Stop / Violation	Deputy Initiated	No	0:00:00	0:00:00	0:00:00	0:17:23	A137	SMS-AURORA	Aurora contract deputy
2024-00004605	1/30/24 11:21	Traffic Stop / Violation	Deputy Initiated	No	0:00:00	0:00:00	0:00:00	0:04:24	A137	SMS-AURORA	Aurora contract deputy
2024-00004626	1/30/24 12:38	Traffic Stop / Violation	Deputy Initiated	No	0:00:00	0:00:00	0:00:00	0:57:54	A137	SMS-AURORA	Aurora contract deputy
2024-00004856	1/31/24 13:21	Traffic Stop / Violation	Deputy Initiated	No	0:00:00	0:00:00	0:00:00	0:06:33	A137	SMS-AURORA	Aurora contract deputy
2024-00004872	1/31/24 13:59	Traffic Stop / Violation	Deputy Initiated	No	0:00:00	0:00:00	0:00:00	0:03:35	A137	SMS-AURORA	Aurora contract deputy
2024-00004881	1/31/24 14:27	Traffic Stop / Violation	Deputy Initiated	No	0:00:00	0:00:00	0:00:00	0:03:41	A137	SMS-AURORA	Aurora contract deputy
2024-00004884	1/31/24 14:33	Traffic Stop / Violation	Deputy Initiated	No	0:00:00	0:00:00	0:00:00	0:05:00	A137	SMS-AURORA	Aurora contract deputy
2024-00004886	1/31/24 14:46	Traffic Stop / Violation	Deputy Initiated	No	0:00:00	0:00:00	0:00:00	0:03:25	A137	SMS-AURORA	Aurora contract deputy
2024-00004890	1/31/24 14:50	Traffic Stop / Violation	Deputy Initiated	No	0:00:00	0:00:00	0:00:00	0:03:05	A137	SMS-AURORA	Aurora contract deputy
2024-00004892	1/31/24 15:07	Traffic Stop / Violation	Deputy Initiated	No	0:00:00	0:00:00	0:00:00	0:03:16	A137	SMS-AURORA	Aurora contract deputy
2024-00004908	1/31/24 16:50	Traffic Stop / Violation	Deputy Initiated	No	0:00:00	0:00:00	0:00:00	0:04:34	A137	SMS-AURORA	Aurora contract deputy

Old Business

City of Aurora - Communications Update - February 2024

Prepared by Charles Roper for the Aurora City Council on 2/8/2024

2023 Aurora Bucks Promotion - Final Results:

- Vouchers expired on **12/31/2023**
- Voucher reimbursement deadline was **1/31/2024**
- Total Vouchers Issued: **123**
- Total Vouchers Redeemed/Reimbursed: **111**
- Voucher Redemption Percentage: **90%** (*redemption percentage was ~75% in 2020*)
- Value of Reimbursed Vouchers: **\$2,775** (*\$3,500 was budgeted*)
- Redemption/Reimbursement Distribution - Local Businesses Supported:

Business Name	Vouchers Redeemed
Aurora Colony Pub	27
White Rabbit Bakery	25
Filberts Farmhouse Kitchen	15
Pacific Hazelnut Candy Factory	8
French Prairie Perennials	7
Shell Gas Station	6
Aurora Colony Grocery	5
Granny Fi's Shortbread	4
Justice Cannabis Company	3
Pheasant Run Winery	3
Chug Coffee	2
Main Street Mercantile	2
Time After Time	2
Blue Alley Salon	1
South End Antique Mall	1

Potential Communications Objectives for 2024

Based on the findings in the "Aurora 2023 Communications Survey Report" shared on 12/11/2023.

1. **Enhance Email Communications:** Majority preference for receiving updates via email.
2. **Regular Updates Schedule:** Implement monthly updates as preferred by most respondents.
3. **Expand Social Media Presence:** Focus on Facebook, with consideration for Instagram and Twitter.
4. **Maintain City Newsletter:** Given its popularity as a direct mail choice.
5. **Develop a Feedback System:** Majority prefer email for sharing thoughts and feedback with the city.
6. **Content Focus on Community Events and Projects:** These were the top topics of interest.
7. **Incorporate Emergency Alerts and Road Closures:** High interest in practical, immediate information.
8. **Consider Diverse Age Groups:** Tailor communication strategies to cater to different age demographics.
9. **Explore SMS for Urgent Communications:** Text messaging preferred for phone communications.
10. **Engage Long-Term Residents:** Over half of the respondents have lived in Aurora for more than 10 years.

Potential Improvement Plans

Note: The provided budget ranges are preliminary estimates based on general market research and current understanding. For precise financial planning and to ensure the adoption of a cost-effective and efficient communication strategy, consulting with professional experts in digital communication and public engagement solutions is recommended.

Low/No Cost Plan

Objective: Leverage existing resources and platforms to improve communication with minimal financial impact.

- **Enhance Email Communication Using Current Tools:** Utilize existing email platforms (e.g., Mailchimp's free tier for <500 contacts) to send regular updates and collect feedback.
- **Social Media Engagement:** Increase activity on current social media accounts, focusing on free tools and organic reach to share updates and engage with residents.
- **Volunteer-based Feedback Collection:** Use volunteers or existing staff to manually compile email addresses and interests at city events or through the current website, minimizing the need for new technology investments.
- **Utilize Public Spaces for Notices:** Increase the use of bulletin boards and public spaces for posting flyers and announcements, leveraging community gathering points for information dissemination.

Mid-Range Budget Plan (\$3,000-\$5,000/yr)

Objective: Implement cost-effective tools and strategies to moderately enhance communication capabilities.

- **Dedicated Email Marketing Service:** Invest in a basic paid email marketing platform that allows for better segmentation and automation than free services, enhancing the ability to send targeted communications.
- **Content Creation Tools:** Allocate budget for content creation tools or services (e.g., Canva Pro for designing engaging social media posts and email content) to improve the quality and appeal of communications.
- **Community Outreach Coordinator:** Volunteer, part-time, or contract-based position focused on managing and enhancing communication channels, including social media and email.
- **Training for City Staff:** Invest in training for city staff on best practices for digital communications and public engagement strategies.

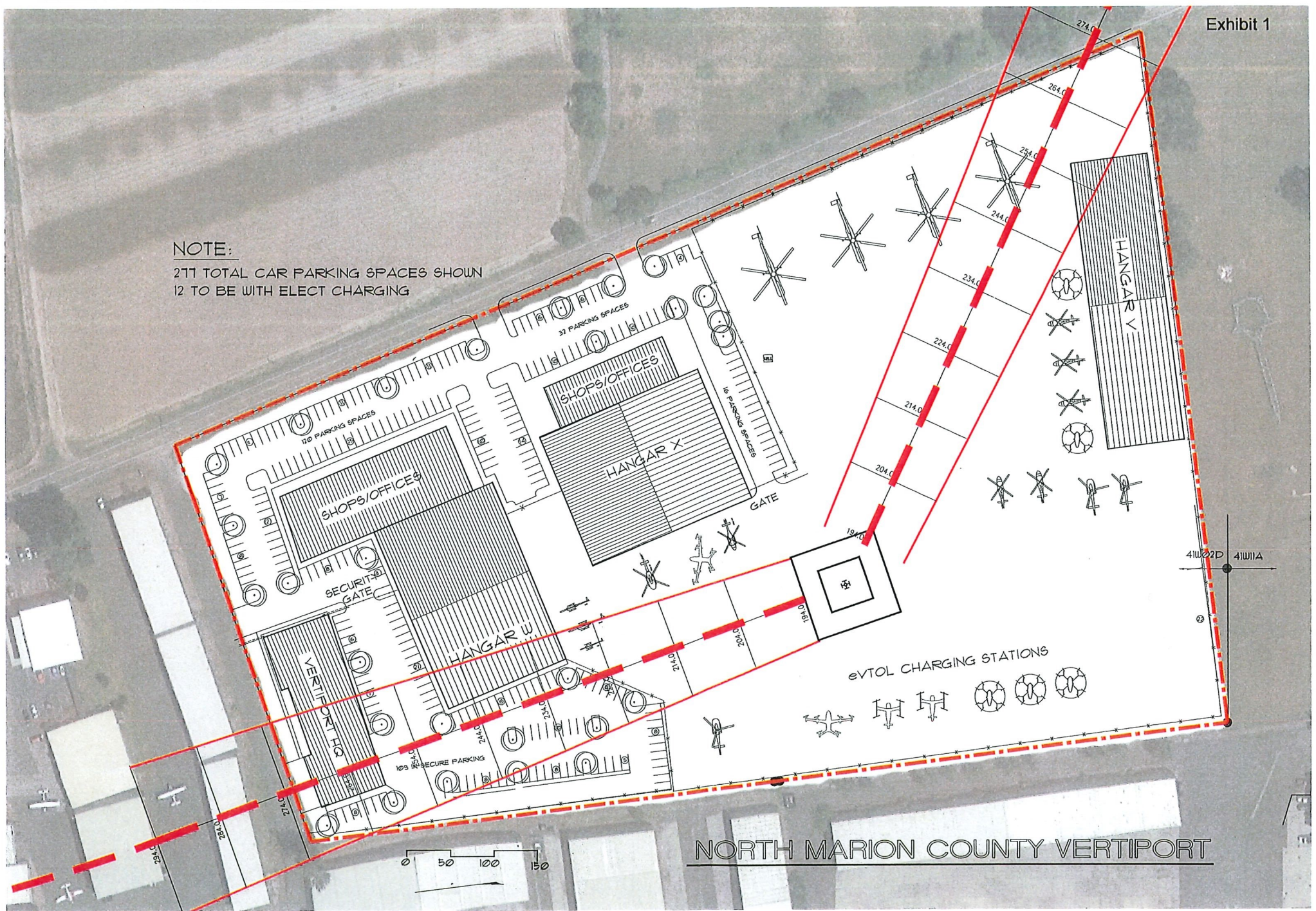
Higher Budget Plan (\$8,000-\$10,000/yr)

Objective: Consider upgrading web-based infrastructure to support advanced communication strategies.

- **Upgrade CMS with CivicPlus:** Invest in upgrading the city's website CMS to a version with enhanced email marketing and segmentation support. This would facilitate automated, targeted communications based on resident interests.
- **Comprehensive Email Marketing Platform:** Subscription to a comprehensive email marketing platform (e.g., Constant Contact or Mailchimp Premium) that offers advanced segmentation, automation, and analytics capabilities.
- **Digital Engagement Software:** Implement digital engagement software to collect feedback and engage with residents on various platforms, integrating with the CMS for a unified approach.
- **Technology Vendor Diversification:** Allocate part of the budget to explore and possibly integrate with open-source tools or other technology vendors that can provide complementary solutions to CivicPlus, mitigating the risk of vendor lock-in.

Exhibit 1

NOTE:
271 TOTAL CAR PARKING SPACES SHOWN
12 TO BE WITH ELECT CHARGING



ARON
FAEGRE
ARCHITECTS
13200 FIELD LN
LAKE OSWEGO
OREGON
97034
503-880-1489

REGISTERED ARCHITECT
ARON FAEGRE
LAKE OSWEGO OREGON
STATE OF OREGON

NORTH MARION COUNTY VERTIPORT
SITE PLAN

SITE PLAN

DATE: 12-15-20

NO.	DATE	DESCRIPTION

PAGE:
L10

NORTH MARION COUNTY VERTIPORT

Exhibit 2

North Marion County Vertiport/Heliport
12/13/2023

NMCVH Buildings					Parking Spaces		
Name	Floor	Uses	Area sf		Occupiable Area (Note 2 below)	Req'd Area per Parking Space	Req'd Spaces
Vertiport HQ	Ground	Shops/Offices	15,658		13,309	300	45
	Second	Shops/Offices	15,658		13,309	300	45
Subtotal				31,316			
Hangar W	Ground	Hangar	32,000		30,400	5000	7
	Mezzanine	Storage	10,560		10,032	5000	3
Hangar W Office/Shops	Ground	Shops/Offices	16,800		14,280	300	48
	Second	Shops/Offices	16,800		14,280	300	48
Subtotal				76,160			
Hangar X	Ground	Hangar	32,000		30,400	5000	7
	Mezzanine	Storage	10,560		10,032	5000	3
Hangar X Office/Shops	Ground	Shops/Offices	7,500		6,375	300	22
	Second	Shops/Offices	7,500		6,375	300	22
Subtotal				57,560			
Hangar V	Ground	Hangar	29,260		27,797	5000	6
	Mezzanine	Storage	9,656		9,173	5000	2
Subtotal				38,916			
				=====			=====
Total Gross Building Area				203,952		Total Spaces Req'd	258

parking spaces
provided on site plan

277

Notes

1. Parking Analysis based on Marion County Rural Zoning Parking Requirements in 17.118.050 which requires one space per 300 sf primary use plus one space per 5,000 sf of storage or warehouse.
2. Shop/Office space is assumed 2/3 shop and 1/3 office. The same staff work back and forth between a shop and an office.
3. Analysis assumes a 90% efficient building floor plan layout for hangars and mezzanines, i.e. not counting wall thickness and hangar door recess; and a 70% efficient building floor plan layout for offices and shops, i.e. not counting corridors, stairs, elevators, toilets, and mechanical-electrical-plumbing spaces.

December 6, 2023

Ted Millar
TLM Holdings LLC
14379 Keil Rd NE, Echo Hanger
Aurora, OR 97002

RE: TLM Holdings LLC's Proposed Transportation Facility

Dear Mr. Millar:

I am the President of Columbia Helicopters, and I am writing to you to support TLM Holdings LLC's proposal for a transportation facility authorizing a heliport or vertiport at 22515 Airport Rd NE, Aurora, next to the Aurora Airport. I understand the proposed use will allow takeoff and landing of helicopters, storage, and other related uses to the operations. Columbia Helicopters provides local, regional, and national services. We are headquartered at the Aurora Airport at 14452 Arndt Rd NE. Our long-term strategic plan anticipates continued growth in operations and aligns with your project as we need to identify near-by opportunities for expanding our capacity for helicopter takeoff and landing, helicopter storage and service, and other related operations. Your property's proximity to our headquarters and existing operations would allow us to efficiently expand our current services and is the ideal location for our future requirements.

If this application were approved, I would strongly consider acquiring your property and locating our expanded operations on this site. I strongly support this application. Please contact me if you have any questions.

Sincerely,



Michael Tremlett
President and CEO

Exhibit 4



22285 Yellow Gate Lane, Suite 102
Aurora, Oregon 97002
Office (503) 678-4364
Fax (503) 678-4369

November 16, 2023

Ted Millar
TLM Holdings LLC
14379 Keil Road NE, Echo Hanger
Aurora, OR 97002

RE: TLM Holdings LLC's Proposed Transportation Facility

Dear Mr. Millar:

I am the Chief Executive Officer of Life Flight Network. I support TLM Holdings LLC's proposal for a transportation facility authorizing a heliport or vertiport at 22515 Airport Road NE, Aurora. Life Flight Network has a long history of providing emergency medical care to Marion County, Oregon, and the greater region. We are proud to be headquartered at the Aurora Airport. The proposed use will allow takeoff and landing of helicopters, storage, and other related uses to the operations. Additional land to support helicopter and vertical takeoff of aircraft would enhance Life Flight Network's continued and future success, and Life Flight Network would be interested in leasing property at the new facility.

I strongly encourage Marion County to approve your proposal for the conditional use application and related permits. Please contact me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Ben Clayton". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Ben Clayton
Chief Executive Officer

NORTH MARION COUNTY VERTIPORT DEVELOPMENT
TRANSPORTATION IMPACT STUDY

DECEMBER 19, 2023



PREPARED FOR:

TLM HOLDINGS

DOCUMENT DESCRIPTION

CLIENT	TLM Holdings
DKS Project Number	24239-000
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INTRODUCTION

This report documents a traffic assessment related to the impacts of a proposed development of vertiport-heliport services located on a currently vacant parcel adjacent to the Aurora State Airport in Marion County, Oregon. The development is a vertiport with tie downs and heliport hangars which include storage spaces and attached vertiport-heliport related office space and heliport shop spaces. The property is currently zoned Exclusive Farm Use (EFU), which allows for transportation facilities (like the proposed vertiport) as a conditional use.

Table 1 provides more details regarding the study area and characteristics of the proposed project.

TABLE 1: STUDY AREA AND PROPOSED PROJECT CHARACTERISTICS

STUDY AREA	
NUMBER OF INTERSECTIONS	7 existing intersections, 3 site access driveways
ANALYSIS PERIOD(S)	Weekday AM peak hour (peak hour between 7-9 AM) and PM peak hour (peak hour between 4-6 PM)
PROPOSED DEVELOPMENT	
SIZE AND LAND USE	vertiport-heliport tie-downs, hangars with storage spaces and attached vertiport-heliport office and heliport shop spaces
PROJECT TRIPS	38 AM peak hour trips, 38 PM peak hour trips, and 316 average weekday trips
VEHICLE ACCESS POINTS	Two access points along Airport Road and one access point on Stenbock Way
OTHER TRANSPORTATION FACILITIES	
PEDESTRIAN FACILITIES	No existing facilities
BICYCLE FACILITIES	Bicycle lanes along Arndt Road
TRANSIT FACILITIES	Route 3X SMART Transit stops at the Airport Road/Arndt Road intersection

The following chapters of this report document the existing conditions of the study area, including roadway classification, bicycle and pedestrian facilities, existing traffic operations, and existing safety conditions. The report then discusses the impact the proposed site plan will have on the surrounding transportation network and provides recommendations whether mitigation is required.

EXISTING CONDITIONS

This chapter details the existing study area conditions including the proposed site development, existing bicycle and pedestrian facilities, existing transit facilities, roadway network, future planned projects, existing traffic volumes and operations, and crash analysis. Supporting details are provided in the appendix.

STUDY AREA

The proposed development is located on the east edge of the Aurora State Airport, shown in Figure 1 and will include vertiport-heliport tie-downs, hangars with storage spaces and attached vertiport-heliport office and heliport shop spaces. There will be two access points to Airport Road and one access point to Stenbock Way. The following sections present a summary of the roadway network including the existing characteristics of the bicycle and pedestrian facilities, public transportation services, and any future planned projects in the study area.

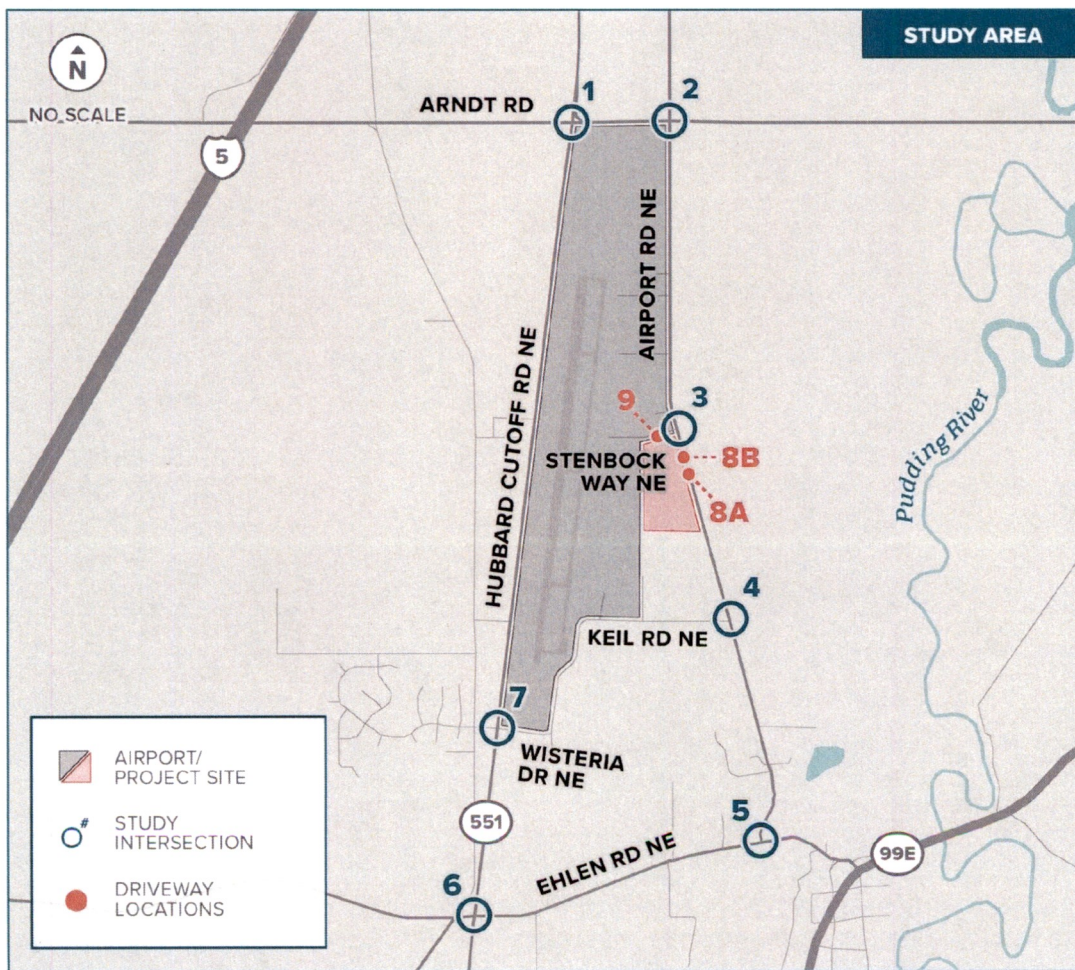


FIGURE 1: STUDY AREA

Exhibit 39, page 7 of 160**ROADWAY NETWORK**

All of the roadways within the study area, except a small segment of Ehlen Road, are classified as rural roadways under either ODOT or Marion County jurisdiction. The above-mentioned short segment of Ehlen Road and the intersection of Airport Road/Ehlen Road are within the City of Aurora city limits and would be considered an urban roadway. However, both roadways are owned and maintained by Marion County, and the county's TSP and other standards shall govern the determination of transportation impacts and necessary mitigations at these locations.

The transportation characteristics of the roadways within the study area are shown in Table 2. The table includes the functional classification, number of travel lanes, posted speed, and facilities for bicyclists, pedestrians, and public transit. The functional classification specifies the purpose of the facility and is a determining factor of applicable cross-section, access spacing, and intersection performance standards.

TABLE 2: EXISTING STUDY AREA ROADWAY CHARACTERISTICS

ROADWAY	JURISDICTION	FUNCTIONAL CLASSIFICATION	LANES	POSTED SPEED	SIDEWALK	BIKE LANES	TRANSIT FACILITIES
OR 551	ODOT	State Highway - Rural Minor Arterial	2	55 mph	No	No ^a	None
ARNDT ROAD	Marion County	Rural Minor Arterial	4	45 mph	No	Yes	SMART 3X Bus Stop
AIRPORT ROAD	Marion County	Rural Major Collector	2	35/55 mph ^b	No	No	SMART 3X Bus Stop
KEIL ROAD	Marion County	Rural Minor Collector	2	35 mph	No	No	None
EHLEN ROAD	Marion County ^c	Rural Minor Arterial	2	35/45 mph ^d	No	No	None

^a OR 551 has shoulders, approximately six feet, which are wide enough for bicycles.

^b Airport Rd is 55 mph from Arndt Rd to just north of Smith Lane and 35 mph from just north of Smith Lane to Ehlen Rd.

^c A short segment on the east end of Ehlen Road is within the Aurora City Limits and is classified as an urban roadway; However, the Marion County standards are still applicable and do not change based on this designation.

^d Ehlen Road is 45 mph from OR 551 to Kahle Lane NE and 35 mph from Kahle Lane NE to just east of Airport Road NE.

The existing bicycle and pedestrian facilities near the proposed site include six foot bicycle lanes on Arndt Road east of OR 551. There is a short segment of sidewalk on each corner of the Arndt Road/Airport Road intersection. There is one transit stop within the project vicinity that is serviced by Route 3X (Canby) of the South Metro Area Regional Transit (SMART). The stop is located at Arndt Road/Airport Road and has headways of approximately 1-hour in the morning and evening peak weekday commute periods.

EXISTING TRAFFIC VOLUMES AND OPERATIONS

An analysis of the 2023 existing intersection operations was performed for the study intersections to ensure the transportation network meets Marion County and ODOT performance standards. Intersections are the focus of the analysis because they are the controlling bottlenecks of traffic flow and the ability of a roadway system to carry traffic efficiently is nearly always diminished in their vicinity.

Intersection operations were analyzed for the AM and PM peak hours. Turning movement counts were collected on September 19th, 2023, during the AM (7:00-9:00 a.m.) and PM (4:00-6:00 p.m.) peak periods at each of the following study intersections.

- Airport Road /Arndt Road
- Airport Road /Keil Road
- Airport Road /Ehlen Road
- Airport Road/Stenbock Way
- OR-551/Arndt Road
- OR-551/Keil Road
- OR-551/Ehlen Road

SEASONAL ADJUSTMENT FACTOR

The traffic count data collected in September 2023 represents a period where traffic volumes are lower than the average weekday conditions. Adjustments to ODOT facilities are required so that traffic volumes analyzed represent the 30th highest hour volume (30HV) as identified in the methodology from the ODOT Analysis Procedural Manual. To determine when the 30HV conditions occur, data is examined from Automatic Traffic Recorder (ATR) stations that record traffic highway volumes year-round. The Hubbard ATR #24-016 on OR-551 just south of Ehlen Road was deemed appropriate to utilize due to its proximity to the project site. The September traffic counts were adjusted to the peak month of August by a seasonal factor of 1.05 using volume data from 2016 through 2020.¹ The supporting ATR data and calculation is included in the appendix. The Seasonal Adjustment Factor was applied to the AM and PM peak hour volumes. The adjusted 2023 traffic volumes are shown in Figure 2 below.

¹ It should be noted that in 2021 there was an equipment outage from June through August and in 2022 there was construction near the ATR between May and August, so these years were not used in the Seasonal Adjustment Factor calculations.

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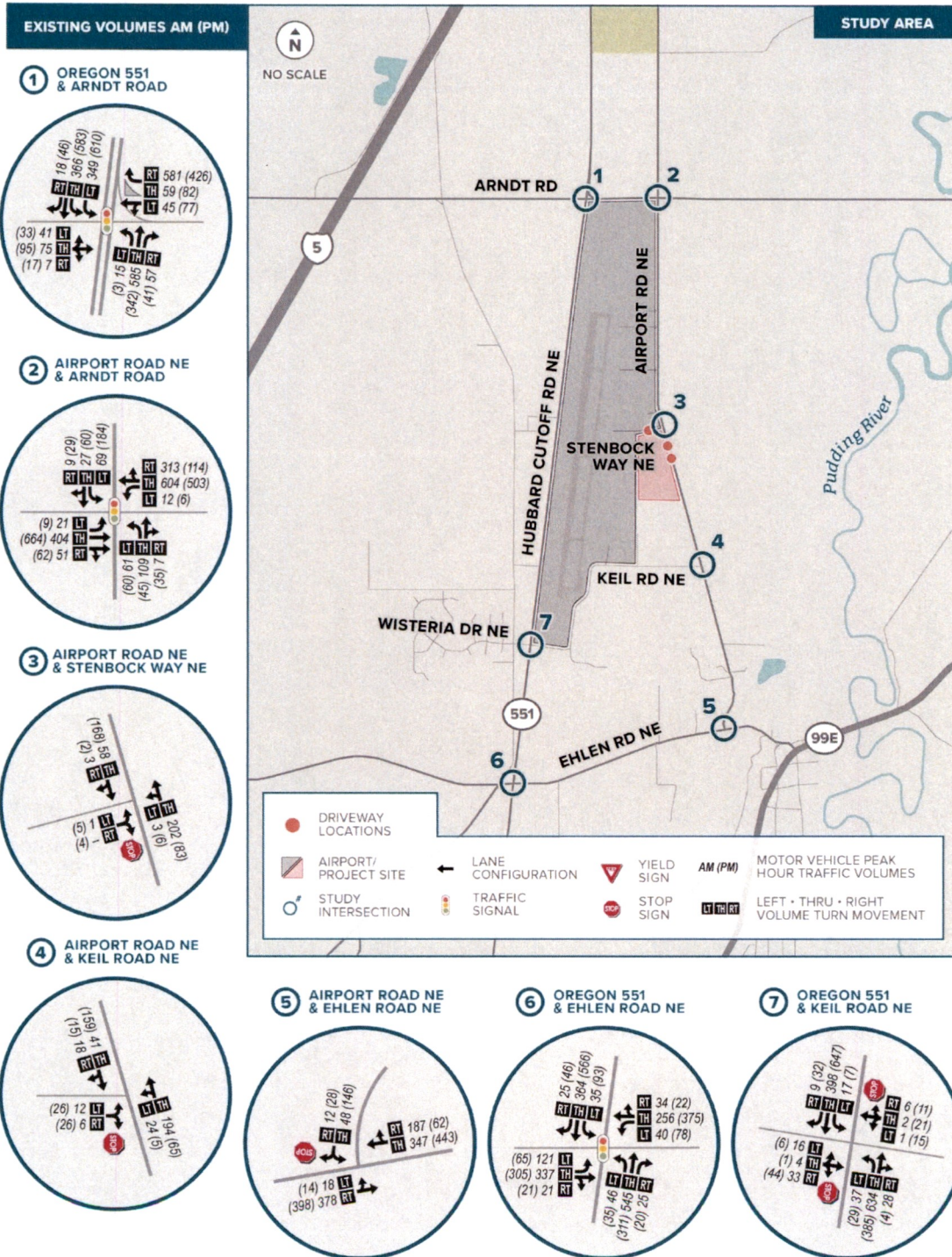


FIGURE 2: 2023 EXISTING CONDITIONS TRAFFIC VOLUMES

INTERSECTION PERFORMANCE MEASURES

Level of service (LOS) ratings and volume-to-capacity (v/c) ratios are two commonly used performance measures that provide a good representation of intersection operations. In addition, they are often incorporated into agency mobility standards.

- **Level of service (LOS):** A "report card" rating (A through F) based on the average delay experienced by vehicles at the intersection. LOS A, B, and C indicate conditions where traffic moves without significant delays over periods of peak hour travel demand. LOS D and LOS E are progressively worse operating conditions. LOS F represents conditions where average vehicle delay has become excessive and demand has exceeded capacity. This condition is typically evident in long queues and delays.
- **Volume-to-capacity (v/c) ratio:** A decimal representation (typically between 0.00 and 1.00) of the proportion of capacity that is being used at a turn movement, approach leg, or intersection. It is determined by dividing the peak hour traffic volume by the hourly capacity of a given intersection or movement. A lower ratio indicates smooth operations and minimal delays. As the ratio approaches 0.95, congestion increases and performance is reduced. If the ratio is greater than 1.00, the turn movement, approach leg, or intersection is oversaturated and usually results in excessive queues and long delays.

Marion County operations standards are outlined in the Marion County Traffic Impact Analysis (TIA) Requirements while ODOT mobility targets are outlined in the Oregon Highway Plan. All study intersections under Marion County jurisdiction require that unsignalized intersections maintain a Level of Service (LOS) of E or better.² Signalized intersections under Marion County jurisdiction³ are required to maintain a LOS of D or better (all individual movements to maintain a LOS E or better) with a v/c ratio of 0.85 or less.⁴ All signalized and unsignalized intersections under ODOT jurisdiction require a 0.70 or better v/c ratio for a regional highway in a rural area.⁵

EXISTING VEHICLE OPERATIONS

Existing study intersection operations were evaluated based on the Highway Capacity Manual (HCM) 6th Edition methodology for signalized and unsignalized intersections.⁶ Specific parameters for ODOT and Marion County were applied based on the ODOT Analysis and Procedures Manual (APM) and Marion County Traffic Impact Analysis Requirements, respectively. Table 3 lists the

² Marion County standards for all-way stop intersections do not apply as there are no all-way stop intersections in the study area.

³ A short segment of Ehlen Road is within the Aurora City Limits and UGB. However, the City of Aurora TSP defers to the Marion County operations standards as Marion County owns and maintains the roadway. (Aurora TSP, 2009, Table 3-2)

⁴ TIA Requirements Policy and Procedures - Methodologies and Analysis Parameters. Marion County. 2015.

⁵ Oregon Highway Plan Table 6. Oregon Department of Transportation. 2023.

⁶ *Highway Capacity Manual, Sixth Edition | A Guide for Multimodal Mobility Analysis*, Transportation Research Board, Washington D.C., 2016.

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study intersection's existing volume to capacity (v/c) ratio, delay, and LOS. As shown, under existing conditions, the OR-551/Ehlen Road intersection fails to meet ODOT's mobility target of v/c ≤ 0.70 for the AM and PM peak hours.

TABLE 3: 2023 EXISTING PEAK HOUR STUDY INTERSECTION OPERATIONS

INTERSECTION	JURISDICTION	MOBILITY TARGET/ OPERATING STANDARD	AM PEAK HOUR			PM PEAK HOUR		
			V/C	DELAY	LOS	V/C	DELAY	LOS
SIGNALIZED								
AIRPORT ROAD/ ARNDT ROAD	Marion County	0.85 v/c; LOS D	0.84	37.5	D	0.63	18.2	B
OR-551/ ARNDT ROAD	ODOT	0.70 v/c	0.69	21.6	C	0.62	19.8	B
OR-551/ EHLEN ROAD	ODOT	0.70 v/c	0.75	35.4	D	0.79	40.8	D
TWO-WAY STOP-CONTROLLED								
AIRPORT ROAD/ KEIL ROAD	Marion County	LOS E	0.03 EB	10.2	A/B	0.10 EB	10.4	A/B
AIRPORT ROAD/ EHLEN ROAD	Marion County	LOS E	0.23 SB	20.8	A/C	0.73 SB	46.6	A/E
OR-551/ KEIL ROAD	ODOT	0.70 v/c	0.27 SB	9.5	A/C	0.39 WB	45.4	A/E
AIRPORT ROAD/ STENBOCK WAY	Marion County	LOS E	0.01 EB	10.3	A/B	0.02 EB	10.4	A/B
Signalized Intersections:			Two-Way Stop-Controlled Intersections:					
v/c = Volume-to-Capacity Ratio of Intersection			v/c = Volume-to-Capacity Ratio of Worst Movement					
Delay = Average Stopped Delay per Vehicle (sec)			Delay = Critical Movement Approach Delay (sec)					
LOS = Level of Service of Intersection			LOS = Level of Service of Major Street/Minor Street					
Bold/Highlighted: Intersection fails to meet operating standards/mobility targets.								

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SAFETY ANALYSIS

The most recent five years (2017 - 2021) of available crash data for the study area was obtained from the Oregon Department of Transportation (ODOT) and was used to evaluate the safety performance of the study intersections. During the five-year study period, there were a total of 134 crashes with 106 crashes at the study intersections and 28 crashes along the study segments (Figure 3).

One fatal crash occurred in July 2021 involving a bicyclist that was struck from behind by a driver. This crash occurred along OR 551 between Arndt Road and Keil Road. There were five crashes in the study area that resulted in severe injuries, including one crash along the project site frontage.

The crash occurred when a southbound driver ran off the road and into the ditch. The two primary types of collisions were rear-end (66 crashes) and turning (43 crashes) and the most common contributing factors were failure to avoid (42 crashes) or not yielding (34 crashes).

CRASH RATE

The total number of crashes observed at an intersection is typically related to the volume of traffic traveling through said intersection. Because of this relationship, a commonly used measure to evaluate the safety performance of an intersection is the intersection crash rate, which is the number of crashes per year per million entering vehicles (MEV). ODOT has developed a list of critical crash rates which represent the expected crash rate for different types of intersections across the state. If the calculated crash rate is higher than the corresponding ODOT critical

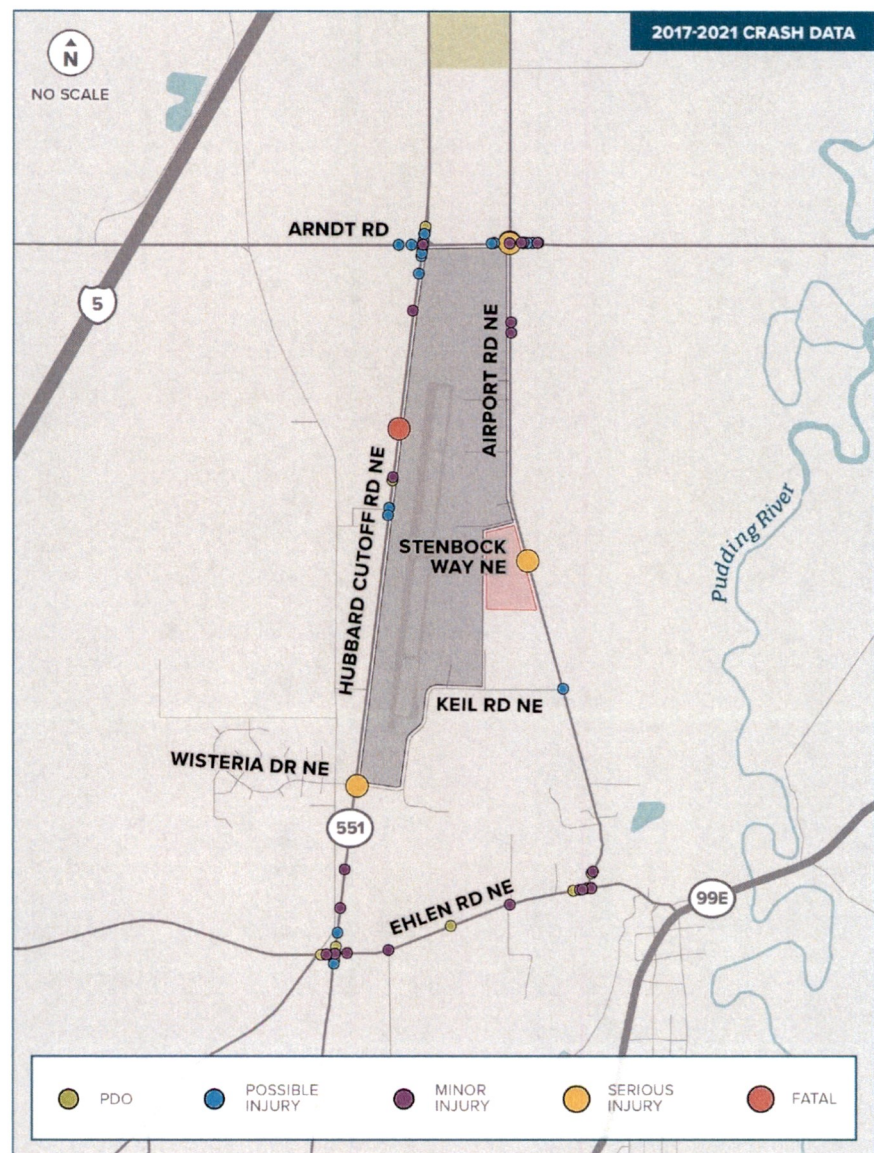


FIGURE 3: 2017 TO 2021 COLLISIONS

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crash rate, this would indicate a potential safety concern and would warrant additional safety investigations.

As shown in Table 4, the three signalized intersections of Airport Road/Arndt Road, OR-551/Arndt Road, and OR-551/Ehlen Road had high crash rates that exceeds the ODOT Critical Crash Rate. As noted earlier, safety improvements were implemented in 2020 at the intersection of OR-551/Ehlen Road, the effects of which are not fully reflected in the crash rate yet.

TABLE 4: STUDY INTERSECTION CRASHES (2017-2021)

INTERSECTION	CRASH FREQUENCY (BY SEVERITY)				ADT	ODOT CRITICAL CRASH RATE	OBSERVED CRASH RATE
	FATAL	INJURY	PDO	TOTAL			
OR-551/ ARNDT ROAD	0	17	12	29	23,550	0.579	0.675
AIRPORT ROAD/ ARNDT ROAD	0	26	11	37	17,710	0.579	1.145
AIRPORT ROAD/ STENBOCK WAY	0	0	0	0	2,680	0.475	0.000
AIRPORT ROAD / KEIL ROAD	0	1	0	1	2,960	0.475	0.185
AIRPORT ROAD/ EHLEN ROAD	0	4	3	7	10,910	0.475	0.352
OR-551/ EHLEN ROAD	0	22	16	38	19,370	0.579	1.075
OR-551/ KEIL ROAD	0	2	0	2	12,020	1.080	0.091

^a PDO = Property damage only

^b Critical crash rates according to 90th Percentile rate from ODOT APM Exhibit 4-1

^c Crash rate = average annual crashes per million entering vehicles (MEV); MEV estimates based on PM peak-hour traffic count

Bold/Highlighted: Intersection is over the critical crash rate.

SAFETY PRIORITY INDEX SYSTEM (SPIS)

The Safety Priority Index System (SPIS) is a ranking system developed by ODOT to identify potential safety problems on state highways. SPIS scores are developed based upon crash frequency, severity, and rate for a 0.10 mile or variable length segment along the state highway over a rolling three-year window (i.e., every year it is updated with the most recent three years).

A prioritized list of the top 15th percentile of statewide SPIS sites is created for each region, and the top 5th percentile are investigated by the five Region Traffic managers' offices. Based on the 2020 SPIS list, Airport Road/Arndt Road is in the top 95% percentile. OR-551/Ehlen Road is in the top 85th percentile. However, it should be noted that OR-551/Ehlen Road was recently reconfigured

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in 2020 and included the addition of left turn lanes on the eastbound and westbound approaches. Because the SPIS data is based on crashes between 2017 – 2019, the recent safety improvements and their effects on safety at OR-551/Ehlen Road are not yet reflected in the current SPIS list.

RECOMMENDED SAFETY IMPROVEMENTS

Of the 29 crashes that occurred at the OR-551/Arndt Road intersection, the majority of crashes were rear-end crashes (16 crashes) or turning crashes (7 crashes). The most common cause for crashes here were "Failure to Avoid" (11 crashes) and "Improper Turning" (4 crashes). It is recommended that safety improvements such as advanced flashing signal ahead warning signage be installed at the OR-551/Arndt Road intersection, specifically in the northbound direction and eastbound direction, to address these crash patterns.

Of the 37 crashes that occurred at the Airport Road/Arndt Road intersection, two crashes resulted in severe injuries. The majority of crashes that occurred at this intersection were turning crashes (20 crashes) or rear-end crashes (11 crashes). The most common cause for crashes here were "Failure to Yield" (17 crashes) and "Failure to Avoid" (9 crashes). Both of the severe injury crashes occurred in the evening between 4PM – 6PM. It is recommended that safety improvements such as protected-permissive left turn phasing on the northbound and southbound approaches, advanced signal heads, and advanced signal warning signage be installed at the Airport Road/Arndt Road intersection to address these crash patterns.

PROJECT IMPACTS

The proposed development on the east edge of the Aurora State Airport is a "Vertiport." The proposed Vertiport is composed of verticopter/helicopter tie downs and hangars and charging stations. There are offices/shops shown on the proposed site plan. Shops are used for repairing and maintaining aircraft components. Offices are used for maintenance staff, inspectors, libraries of manuals, FAA required parts which must be secured at all times to ensure their provenance and chain of ownership is maintained, log books for aircraft and for each of their parts, offices for pilots, for pilot training, for weather data and flight planning, drone pilot work stations, if medical aero then offices for flight nurses and staff, training for same, dispatch offices, line person offices. Note, the verticopters/helicopters stored, maintained, and repaired at the proposed vertiport are the only ones using the facility.

To evaluate the impacts of the proposed development, the vehicle operations at the identified study intersections under future no-build and build conditions with the proposal were analyzed.

TRIP GENERATION

Trip generation is the method used to estimate the number of vehicles a development adds to site driveways and the adjacent roadway network during a specified period (i.e., such as the PM peak hour). Trip generation estimates are performed using trip rates surveyed at similar land uses, as provided by the Institute of Transportation Engineers (ITE).⁷

The site is proposed to include three different uses:

- Verticopter/helicopter tie downs and hangar space
- Verticopter/helicopter storage space
- Verticopter/helicopter offices and shops. The shops will be used for repairing and maintaining aircraft components. The offices will be used by maintenance staff, inspectors, and pilots.

There are three hangars and one headquarters building shown on the site plan.

- Hangar V is only for verticopter and helicopter storage and will not contain any office or shop space. Therefore, it is assumed to not generate any independent vehicle trips.
- Hangar W and Hangar X are proposed to house verticopter and helicopters as well as provide space for shops and offices. This combination of shop and office space is best matched by the Warehouse ITE Land Use (LU Code 150), which is described as "...primarily devoted to the storage of materials, but it may also include office and maintenance areas".
- The Vertiport Headquarters building will have a mix of traditional office space and shop space. For trip generation purposes, it was assumed that approximately 50% of the floorspace would be general office (ITE LU Code 710) and 50% would be verticopter-helicopter shops (ITE LU Code 150).

⁷ *Trip Generation Manual, 11th Edition*, Institute of Transportation Engineers, 2021.

Exhibit 39, page 16 of 160**TABLE 5: BUILDING SQUARE FOOT BREAKDOWN BY USE**

BUILDING	SIZE (SQUARE FEET)	BREAKDOWN OF USE	SIZE (SQUARE FEET)	TRIP GENERATION LAND USE CODE
HANGAR V	38,916	Verticopter and Helicopter Storage	38,916	None
HANGAR W	76,160	Verticopter and Helicopter Storage	32,000	None
		Shops/Offices	44,160	LU Code 150
HANGAR X	57,560	Verticopter and Helicopter Storage	32,000	None
		Shops/Offices	25,560	LU Code 150
VERTIPOINT HEADQUARTERS	31,316	Office	15,658	LU Code 710
		Shops	15,658	LU Code 150

Based on the ITE manual, the proposed site is estimated to generate 316 average daily trips, 38 (32 in, 6 out) AM peak hour trips and 38 (8 in, 30 out) PM peak hour trips.

TABLE 6: TRIP GENERATION SUMMARY FOR PROPOSED DEVELOPMENT

LAND USE (ITE CODE)	TRIP GEN RATE ^A	UNITS	AM PEAK HOUR			PM PEAK HOUR			DAILY TRIPS
			IN	OUT	TOTAL	IN	OUT	TOTAL	
WAREHOUSE (150)	0.17 (0.18)	85.4 KSF	11	3	14	4	11	15	146
GENERAL OFFICE (710)	1.52 (1.44)	15.7 KSF	21	3	24	4	19	23	170
TOTAL			32	6	38	8	30	38	316

Note:

- A. XX (YY) = AM peak rate (PM peak rate) in trips per 1,000 square feet of gross floor area
 B. KSF = 1,000 square feet

TRIP DISTRIBUTION

Trip distribution provides an estimation of where project-related trips would be coming from and going to within the study area. It is given as percentages at key gateways to the study area and is used to route project trips through the study intersections. The trip distribution, estimated using the existing traffic counts, is shown in Figure 4 on the following page.

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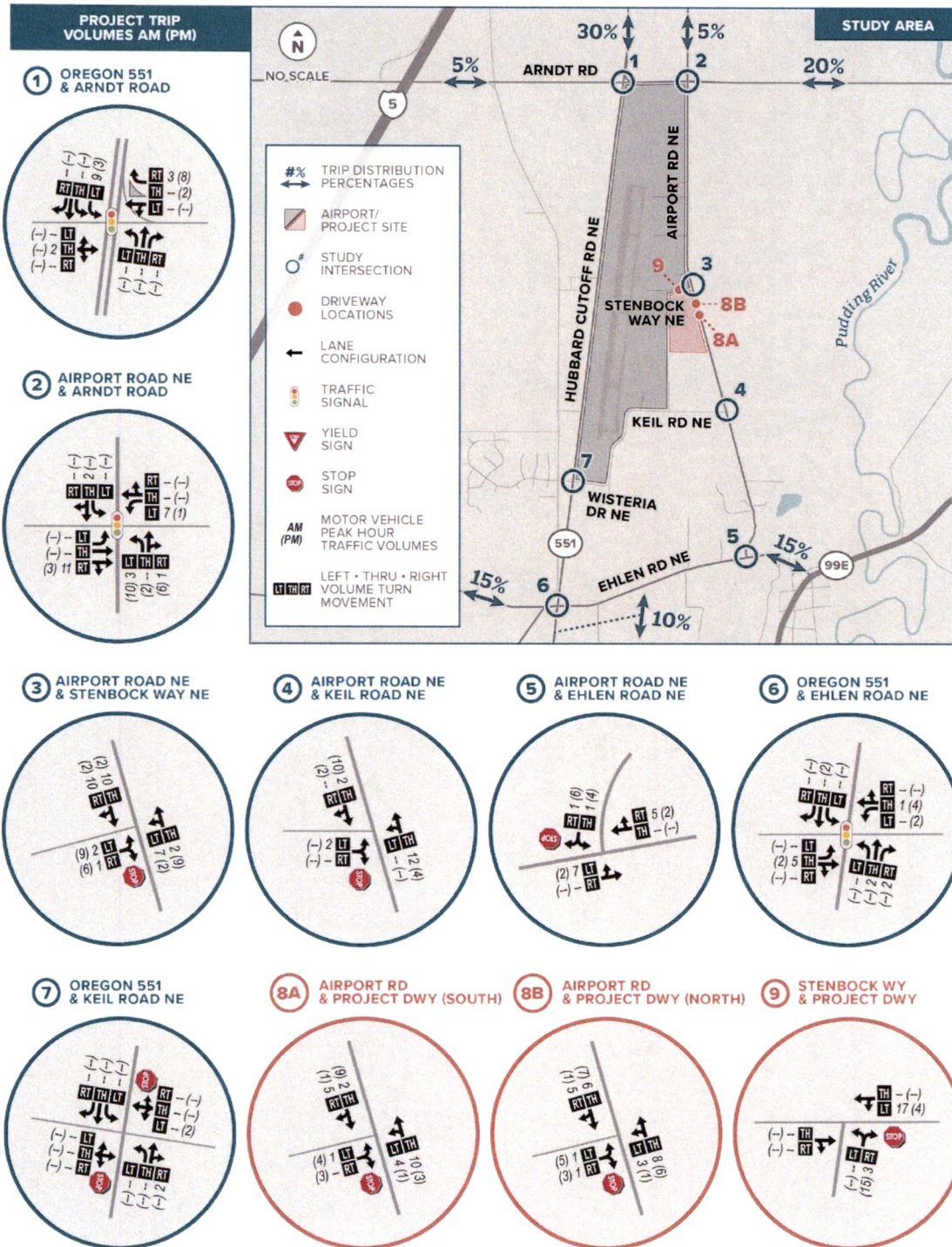


FIGURE 4: PROJECT TRIPS AND TRIP DISTRIBUTION

PROJECT IMPACT ANALYSIS

The following sections present the results of the future traffic operations analysis at each of the study intersections, with and without the proposed development.

FUTURE TRAFFIC VOLUMES

Future traffic volumes were estimated and used to analyze future intersection operations at the intersection for two future years: Year of Opening (2025) and Short-Term (2030). The future analysis scenarios include various combinations of three types of traffic: existing, background, and project. The background traffic includes the traffic that is expected to be added to the transportation system based on an increase in regional population and development.

A growth rate was calculated based on methodology from ODOT's Analysis Procedure Manual.⁸ OR-551 is located outside of Aurora's urban growth boundary and using historical trends to estimate a growth rate was deemed applicable. Current and future traffic volumes on OR-551 near the site (mile posts 1.49 and 3.46) were gathered from ODOT's Future Volumes Table and an annual growth rate of 2.0% on OR-551 between Arndt Road and Ehlen Road was calculated. Supporting data is included in the appendix.

This growth rate was applied to all movements at the OR-551/Arndt Road and OR-551/Ehlen Road intersections, the north-south through movements at the OR-551/Keil Road intersection, and the east-west movements at the Arndt Road/Airport Road and Ehlen Road/Airport Road intersections. The growth rate was selectively applied to the study intersections to accurately model the expected background growth in traffic. It is anticipated that any growth on Airport Road in the future will be due to the expansion of the airport facilities.

PLANNED PROJECTS

All future traffic operations assumed completion of the following planned Marion County project:

Marion County Flashing Yellow Arrows: Install flashing yellow arrows for all left turn movements at the Airport Road/Arndt Road intersection to allow for protective and permissive left turns. Optimized signal timing was assumed as part of this project.

OPENING YEAR (2025) ANALYSIS

Figure 5 and Figure 6 show the expected traffic volumes for the study area for the Opening Year 2025 No Build and Build (with proposed development).

⁸ *Analysis Procedure Manual, Version 2*, Chapter 6: Future Year Forecasting, ODOT, Last updated November 2018.

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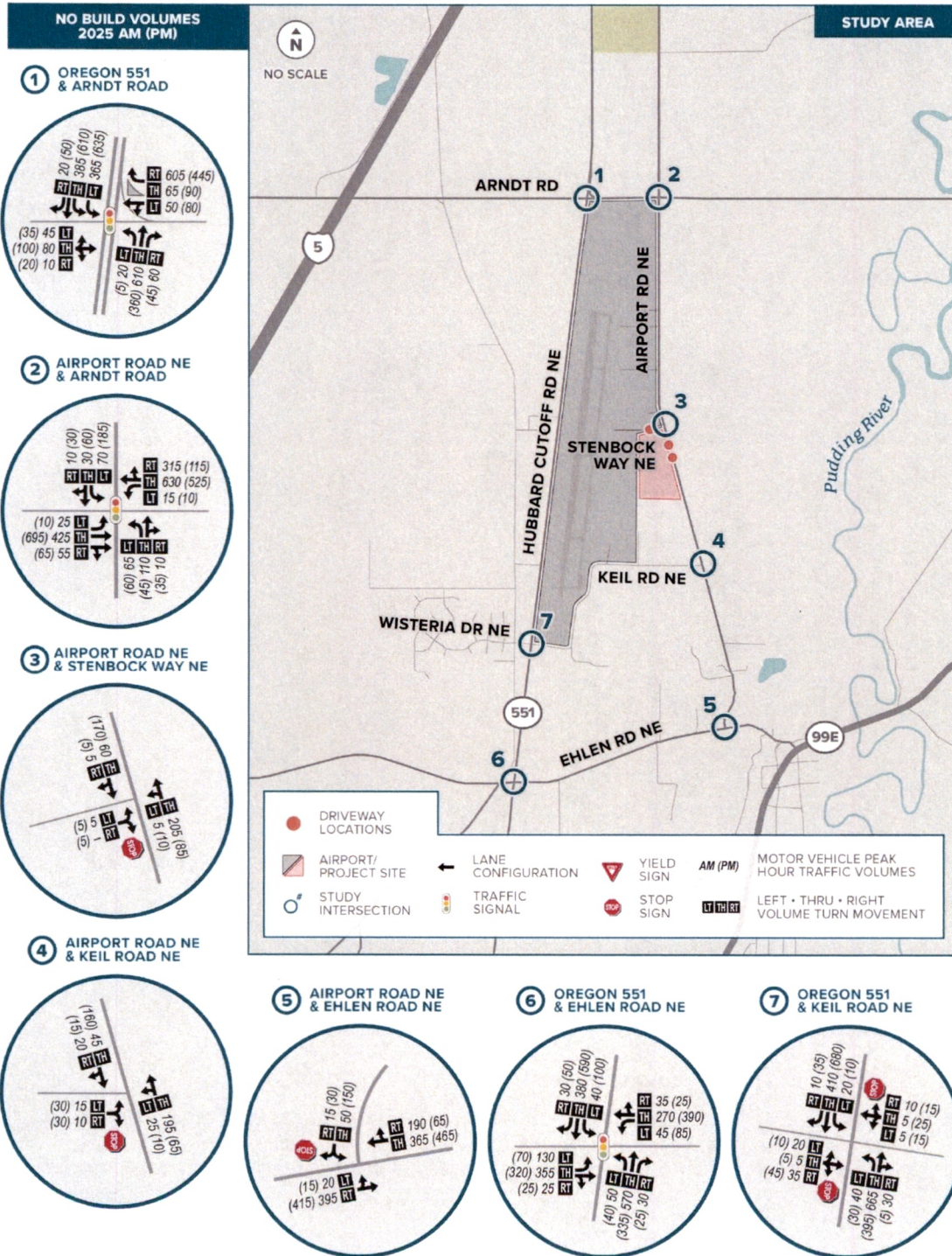


FIGURE 5: 2025 NO BUILD TRAFFIC VOLUMES

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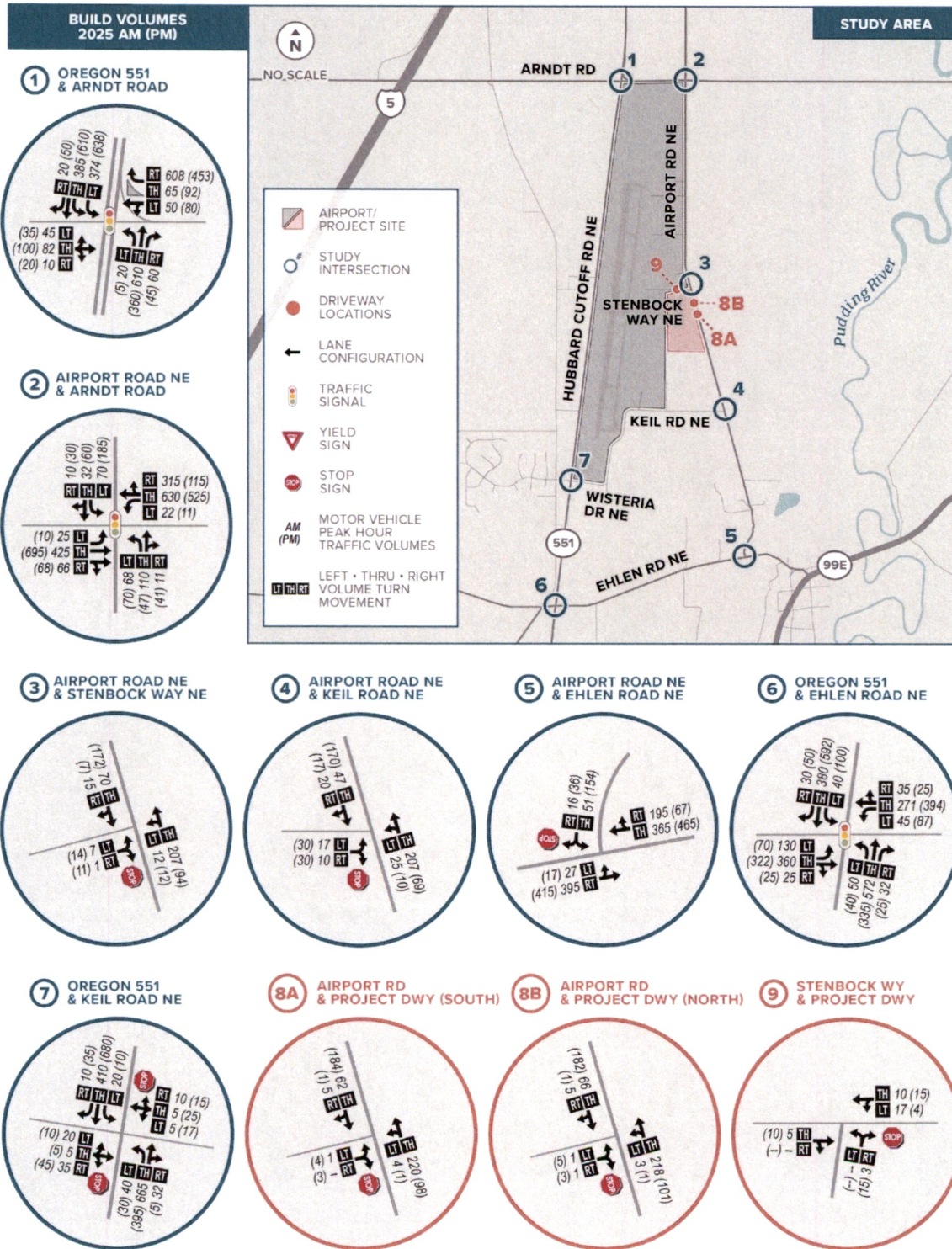


FIGURE 6: 2025 BUILD TRAFFIC VOLUMES

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It is anticipated that the proposed development will be completed in 2025. Table 7 lists the 2025 No Build intersection operations and Table 8 lists the 2025 Build intersection operations. As shown, by 2025, all three signalized intersections will exceed the v/c mobility target in the No Build scenario. Additionally, the Airport Road / Ehlen Road intersection is projected to operate at LOS F, exceeding the Marion County LOS target. With the proposed development, the v/c at the three signals are projected to see no increase or a minimal increase in v/c ratio. At the Airport Road / Ehlen Road intersection, the LOS remains unchanged (LOS F on the minor street approaches). Mitigation measures are discussed in the *Mitigation Strategies* section.

TABLE 7: 2025 NO BUILD INTERSECTION OPERATIONS

INTERSECTION	JURISDICTION	MOBILITY TARGET/ OPERATING STANDARD	AM PEAK HOUR			PM PEAK HOUR		
			V/C	DELAY	LOS	V/C	DELAY	LOS
SIGNALIZED								
AIRPORT ROAD/ ARNDT ROAD	Marion County	0.85 v/c and LOS D	0.95	50.5	D	0.69	20.5	C
OR-551/ ARNDT ROAD	ODOT	0.70 v/c	0.73	23.7	C	0.66	21.9	C
OR-551/ EHLEN ROAD	ODOT	0.70 v/c	0.79	40.3	D	0.83	46.3	D
TWO-WAY STOP-CONTROLLED								
AIRPORT ROAD/ KEIL ROAD	Marion County	LOS E	0.04 EB	10.2	A/B	0.11 EB	10.6	A/B
AIRPORT ROAD/ EHLEN ROAD	Marion County	LOS E	0.26 SB	22.2	A/C	0.80 SB	58.2	A/F
OR-551/ KEIL ROAD	ODOT	0.70 v/c	0.33 EB	30.9	A/D	0.49 WB	55.0	A/F
AIRPORT ROAD/ STENBOCK WAY	Marion County	LOS E	0.01 EB	10.4	A/B	0.02 EB	10.4	A/B
Signalized Intersections:			Two-Way Stop-Controlled Intersections:					
v/c = Volume-to-Capacity Ratio of Intersection			v/c = Volume-to-Capacity Ratio of Worst Movement					
Delay = Average Stopped Delay per Vehicle (sec)			Delay = Critical Movement Approach Delay (sec)					
LOS = Level of Service of Intersection			LOS = Level of Service of Major Street/Minor Street					
Bold/Highlighted: Intersection fails to meet operating standards/mobility targets.								

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TABLE 8: 2025 BUILD INTERSECTION OPERATIONS

INTERSECTION	JURISDICTION	MOBILITY TARGET/ OPERATING STANDARD	AM PEAK HOUR ^A			PM PEAK HOUR ^A		
			V/C	DELAY	LOS	V/C	DELAY	LOS
SIGNALIZED								
AIRPORT ROAD/ ARNDT ROAD	Marion County	0.85 v/c and LOS D	0.95 (+0.00)	50.4 (-0.1)	D (-)	0.70 (+0.01)	21.3 (+2.9)	C (-)
OR-551/ ARNDT ROAD	ODOT	0.70 v/c	0.74 (+0.01)	24.1 (+0.4)	C (-)	0.66 (+0.00)	22.0 (+0.1)	C (-)
OR-551/ EHLEN ROAD	ODOT	0.70 v/c	0.79 (+0.00)	40.8 (+0.5)	D (-)	0.83 (+0.00)	47.1 (+0.8)	D (-)
TWO-WAY STOP-CONTROLLED								
AIRPORT ROAD/ KEIL ROAD	Marion County	LOS E	0.04 EB (+0.00)	10.4 (+0.2)	A/B (-/-)	0.11 EB (+0.00)	10.8 (+0.2)	A/B (-/-)
AIRPORT ROAD/ EHLEN ROAD	Marion County	LOS E	0.28 SB (+0.02)	23.1 (+0.9)	A/C (-/-)	0.85 SB (+0.05)	65.8 (+7.6)	A/F (-/-)
OR-551/ KEIL ROAD	ODOT	0.70 v/c	0.33 EB (+0.00)	31.3 (+0.4)	A/D (-/-)	0.52 WB (+0.03)	57.9 (+2.9)	A/F (-/-)
AIRPORT ROAD/ STENBOCK WAY	Marion County	LOS E	0.01 EB (+0.00)	10.5 (+0.1)	A/B (-/-)	0.05 EB (+0.03)	10.8 (+0.4)	A/B (-/-)
Signalized Intersections:			Two-Way Stop-Controlled Intersections:					
v/c = Volume-to-Capacity Ratio of Intersection			v/c = Volume-to-Capacity Ratio of Worst Movement					
Delay = Average Stopped Delay per Vehicle (sec)			Delay = Critical Movement Approach Delay (sec)					
LOS = Level of Service of Intersection			LOS = Level of Service of Major Street/Minor Street					
Bold/Highlighted: Intersection fails to meet operating standards/mobility targets.								
A. The number in parentheses represents the difference from No Build.								

SHORT-TERM (2030) ANALYSIS

Figure 7 and Figure 8 show the expected traffic volumes for the study area for the Short-Term 2030 No Build and Build (with proposed development).

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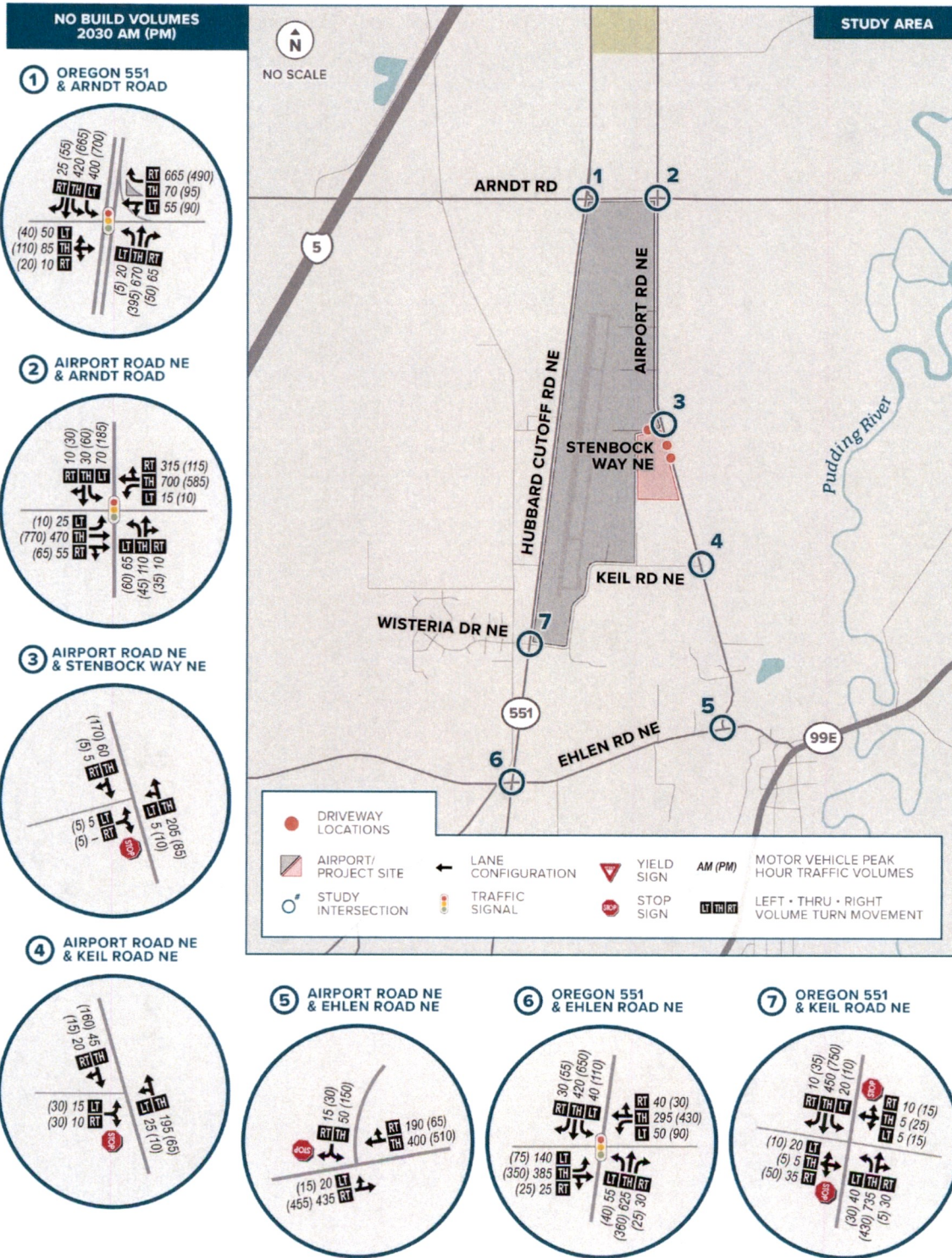


FIGURE 7: 2030 NO BUILD TRAFFIC VOLUMES

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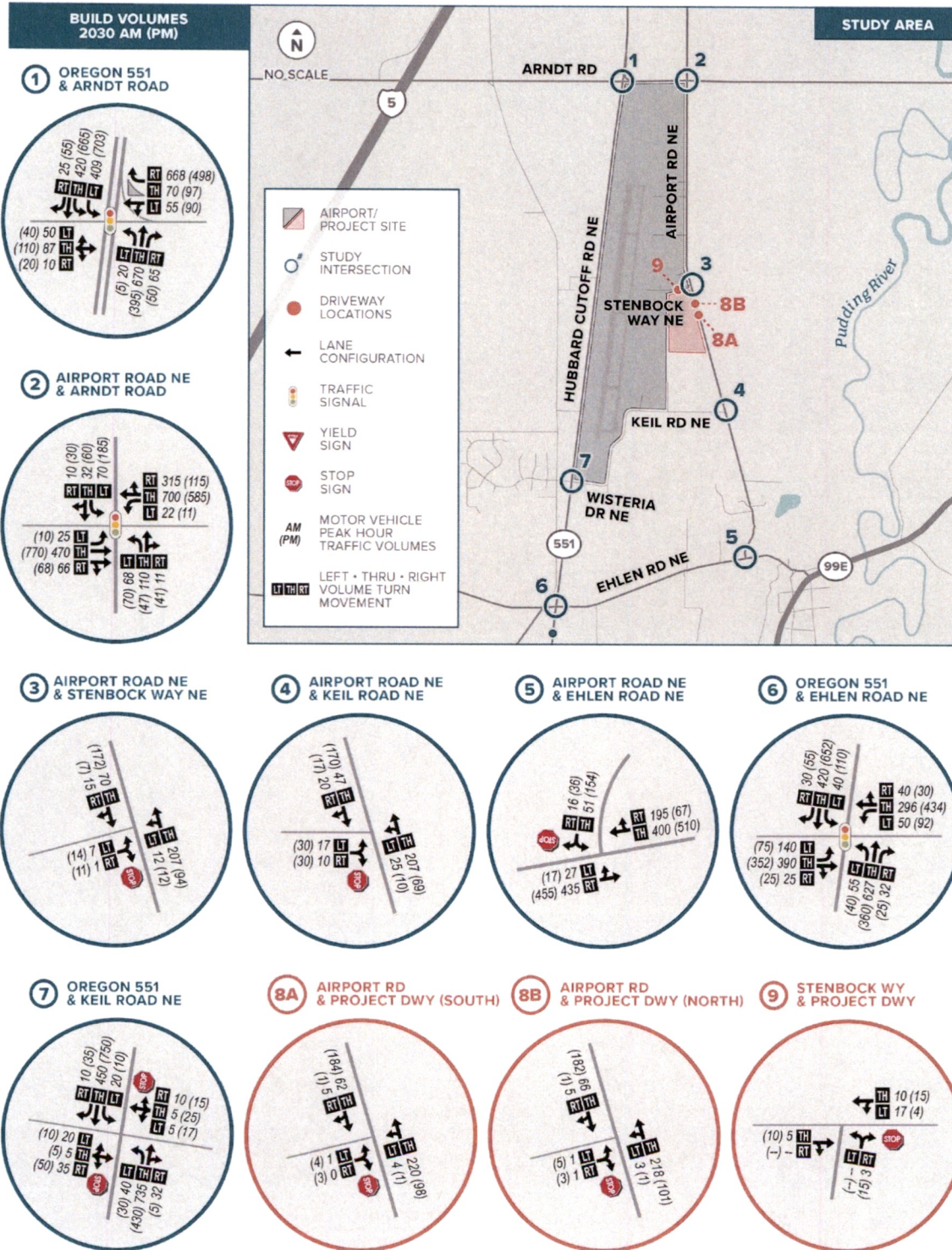


FIGURE 8: 2030 BUILD TRAFFIC VOLUMES

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Table 9 lists the 2030 No Build intersection operations and Table 10 lists the 2030 Build intersection operations. As in 2025, the three signalized intersection and the intersection of Airport Road/Ehlen Road will exceed the applicable operating standards/mobility targets in both the No Build and Build scenarios in 2030. The additional traffic generated by the proposed project will increase the v/c by 0.01 or less at all signalized intersections, and the LOS at the Airport Road/Ehlen Road intersection will remain unchanged at LOS F. Mitigation measures that are proportional to the level of development being proposed will be required by both Marion County and ODOT, as discussed in the *Mitigation Strategies* section.

TABLE 9: 2030 NO BUILD INTERSECTION OPERATIONS

INTERSECTION	JURIS-DICTION	MOBILITY TARGET/ OPERATING STANDARD	AM PEAK HOUR			PM PEAK HOUR		
			V/C	DELAY	LOS	V/C	DELAY	LOS
SIGNALIZED								
AIRPORT ROAD/ ARNDT ROAD	Marion County	0.85 v/c and LOS D	1.00	65.7	E	0.73	21.5	C
OR-551/ ARNDT ROAD	ODOT	0.70 v/c	0.81	27.6	C	0.72	27.6	C
OR-551/ EHLEN ROAD	ODOT	0.70 v/c	0.86	48.8	D	0.91	59.5	E
TWO-WAY STOP-CONTROLLED								
AIRPORT ROAD/ KEIL ROAD	Marion County	LOS E	0.04 EB	10.2	A/B	0.11 EB	10.6	A/B
AIRPORT ROAD/ EHLEN ROAD	Marion County	LOS E	0.29 SB	25.1	A/D	0.92 SB	85.1	A/F
OR-551/ KEIL ROAD	ODOT	0.70 v/c	0.40 EB	39.0	A/E	0.61 WB	79.5	B/F
AIRPORT ROAD/ STENBOCK WAY	Marion County	LOS E	0.01 EB	10.4	A/B	0.02 EB	10.4	A/B
Signalized Intersections:			Two-Way Stop-Controlled Intersections:					
v/c = Volume-to-Capacity Ratio of Intersection			v/c = Volume-to-Capacity Ratio of Worst Movement					
Delay = Average Stopped Delay per Vehicle (sec)			Delay = Critical Movement Approach Delay (sec)					
LOS = Level of Service of Intersection			LOS = Level of Service of Major Street/Minor Street					
Bold/Highlighted: Intersection fails to meet operating standards/mobility targets.								

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TABLE 10: 2030 BUILD INTERSECTION OPERATIONS

INTERSECTION	JURISDICTION	MOBILITY TARGET/ OPERATING STANDARD	AM PEAK HOUR ^A			PM PEAK HOUR ^A		
			V/C	DELAY	LOS	V/C	DELAY	LOS
SIGNALIZED								
AIRPORT ROAD/ ARNDT ROAD	Marion County	0.85 v/c and LOS D	1.00 (+0.00)	65.4 (-0.3)	E (-)	0.74 (+0.01)	22.2 (+0.7)	C (-)
OR-551/ ARNDT ROAD	ODOT	0.70 v/c	0.82 (+0.01)	28.2 (+0.6)	C (-)	0.72 (+0.00)	27.8 (+0.2)	C (-)
OR-551/ EHLEN ROAD	ODOT	0.70 v/c	0.86 (+0.00)	49.3 (+0.5)	D (-)	0.91 (+0.00)	60.7 (+1.2)	E (-)
TWO-WAY STOP-CONTROLLED								
AIRPORT ROAD/ KEIL ROAD	Marion County	LOS E	0.04 EB (+0.00)	10.4 (+0.2)	A/B (-/-)	0.11 EB (+0.00)	10.8 (+0.2)	A/B (-/-)
AIRPORT ROAD/ EHLEN ROAD	Marion County	LOS E	0.31 SB (+0.02)	26.3 (+1.2)	A/D (-/-)	0.97 SB (+0.05)	96.9 (+11.8)	A/F (-/-)
OR-551/ KEIL ROAD	ODOT	0.70 v/c	0.40 EB (+0.00)	39.4 (+0.4)	B/E (A/-)	0.64 WB (+0.03)	85.4 (+5.9)	B/F (-/-)
AIRPORT ROAD/ STENBOCK WAY	Marion County	LOS E	0.01 EB (+0.00)	10.5 (+0.1)	A/B (-/-)	0.05 EB (+0.03)	10.8 (+0.4)	A/B (-/-)
Signalized Intersections:			Two-Way Stop-Controlled Intersections:					
v/c = Volume-to-Capacity Ratio of Intersection			v/c = Volume-to-Capacity Ratio of Worst Movement					
Delay = Average Stopped Delay per Vehicle (sec)			Delay = Critical Movement Approach Delay (sec)					
LOS = Level of Service of Intersection			LOS = Level of Service of Major Street/Minor Street					
Bold/Highlighted: Intersection fails to meet operating standards/mobility targets.								
A. The number in parentheses represents the difference from No Build.								

MITIGATION STRATEGIES

As discussed in the traffic operations sections above, four of the study intersections do not meet the applicable Marion County operating standards or ODOT mobility targets under 2030 conditions (with and without the proposed project). The mitigation requirements vary by agency and are described below.

- **For Marion County intersections**, the developer is not required to construct the full mitigation to bring an intersection back to standards. Instead, the developer can contribute partial funds towards the mitigation, in proportion to the amount of traffic being generated.
- **For ODOT intersections**, the developer is required to construct the mitigation because ODOT has no mechanism for receiving or retaining private funds. However, the cost of the mitigation must be reasonable for the level of development. In cases where the cost of mitigating to standards is disproportionate to the development, construction of smaller-scale mitigations that provide an incremental operational or safety benefit may be accepted.

RECOMMENDED MITIGATIONS

AIRPORT ROAD/ARNDT ROAD (MARION COUNTY)

This intersection fails to meet the County's operating standard in the future 2030 No Build scenario. The proposed project does not degrade operations performance measures (the v/c ratio and LOS remain unchanged) with the addition of project-generated traffic. Therefore, the proposed project has no significant impact warranting mitigation.

TIS Mitigations to Standards: No mitigations are required.

AIRPORT ROAD/EHLEN ROAD (MARION COUNTY)

This intersection fails to meet the County's operating standard of LOS E in the future 2030 No Build scenarios. The proposed project does degrade operations performance measures (the LOS remains unchanged). Therefore, the proposed project has no significant impact warranting mitigation.

TIS Mitigations to Standards: No mitigations are required.

ARNDT ROAD/OR-551 (ODOT)

This intersection does not meet ODOT's mobility target under Existing 2023 conditions. The proposed project has a very minimal impact to the intersection, resulting in a maximum increase of 0.01 v/c ratio in 2030.

Calculated values for v/c ratios that are within 0.03 of the adopted target are considered to comply with the target, as reflected in the Oregon Highway Plan (OHP), Action 1F.5 regarding mobility targets and best traffic engineering practices. The reason is that transportation engineering is not an exact science and necessarily requires making educated assumptions that introduce a level of uncertainty to the analysis results and findings. Assumptions that result in v/c ratio within 0.03 of

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the target is within the well-understood margin of error and so are considered to demonstrate compliance with the target. Therefore, the proposed project has no significant impact warranting mitigation.

TIS Mitigations to Standards: No mitigations are required.

EHLEN ROAD/OR-551 (ODOT)

This intersection fails to meet ODOT's mobility target in the future 2030 No Build scenario. The proposed project does not degrade operations performance measures (the v/c ratio remains unchanged) with the addition of project-generated traffic. Therefore, the proposed project has no significant impact warranting mitigation.

TIS Mitigations: No mitigations are required.

SITE PLAN REVIEW

The site plan includes approximately 102,916 square feet of proposed vertiport-heliport storage and hangar space and 101,036 square feet of proposed vertiport-heliport related office/shop space. The site plan also includes 277 proposed parking spaces located primarily along Airport Road. The site plan shows sufficient aisle width for parking maneuvers and a sufficient number of access points for emergency vehicle access.

PROJECT FRONTAGE

Frontage improvements along Airport Road will be required to bring the roadway to current Marion County design standards for Rural Major Collectors. The standard for Rural Major Collectors includes a minimum paved width of 22 feet, 5-foot gravel shoulders, and a minimum right-of-way width of 60 feet.

SITE ACCESS

Two access points are located along Airport Road, and one on Stenbock Way NE (private road). The spacing between the Airport Road access points is approximately 150 feet, which does not meet the Marion County access spacing standards for major collectors.⁹ The southern access point along Airport Road is located near an existing driveway that leads to properties on the east side of Airport Way. It is recommended that the proposed access points be aligned with these driveways to avoid off-set intersections. The developer should coordinate with County staff and property owners. Based on preliminary observations, there are no sight distance restrictions at the existing driveway

⁹ *Marion County Rural Transportation System Plan, 2005*. Table 10-1. Access spacing requirements between minor intersections or private access is 300 feet on major collector roadways.

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or study intersections.¹⁰ However, prior to occupancy, sight distance at any existing access points will need to be verified, documented, and stamped by a registered professional Civil or Traffic Engineer licensed in the State of Oregon.

Table 11 below shows the traffic operations at the three proposed project driveways for Opening Year (2025) and the Short-Term (2030) Build scenarios. It was assumed that 50 percent of the project trips would use the Stenbock Way driveway and the remainder evenly split between the two proposed driveways on Airport Road. As shown, the proposed driveways meet the Marion County operating standard.

TABLE 11: BUILD DRIVEWAY OPERATIONS

INTERSECTION	JURISDICTION	MOBILITY TARGET/ OPERATING STANDARD	AM PEAK HOUR			PM PEAK HOUR		
			V/C	DELAY	LOS	V/C	DELAY	LOS
OPENING YEAR (2025)								
AIRPORT ROAD / PROJECT DWY (NORTH)	Marion County	LOS E	0.00 EB	9.6	A/A	0.02 EB	10.8	A/B
AIRPORT ROAD / PROJECT DWY (SOUTH)	Marion County	LOS E	0.00 EB	9.6	A/A	0.02 EB	10.6	A/B
STENBOCK WAY / PROJECT DWY	Private	-	0.00 NB	8.4	A/A	0.02 NB	10.5	A/A
SHORT-TERM (2030)								
AIRPORT ROAD / PROJECT DWY (NORTH)	Marion County	LOS E	0.00 EB	9.6	A/A	0.02 EB	10.6	A/B
AIRPORT ROAD / PROJECT DWY (SOUTH)	Marion County	LOS E	0.00 EB	9.6	A/A	0.02 EB	10.5	A/B
STENBOCK WAY / PROJECT DWY	Private	-	0.00 NB	8.4	A/A	0.02 NB	8.5	A/A

Signalized Intersections:

v/c = Volume-to-Capacity Ratio of Intersection
 Delay = Average Stopped Delay per Vehicle (sec)
 LOS = Level of Service of Intersection

Two-Way Stop-Controlled Intersections:

v/c = Volume-to-Capacity Ratio of Worst Movement
 Delay = Critical Movement Approach Delay (sec)
 LOS = Level of Service of Major Street/Minor Street

¹⁰ Preliminary sight distance evaluations were completed on August 2, 2017.

TURN LANE WARRANT ANALYSIS

Turn lane warrant analyses were performed for the proposed site access points along Airport Road using the criteria provided in the ODOT Analysis Procedures Manual¹¹ for left turn and right turn lanes. It was assumed that the vehicles turning into the project site would be split 50 percent to the Stenbock Way driveway and the remainder evenly split between the two proposed Airport Road access points.

Northbound left turn lanes were not warranted at the proposed site accesses on Airport Road or at Stenbock Way. Right turn lanes were also not warranted at the Stenbock Way intersection or either of the proposed site accesses. The results and supporting documentation can be found in the appendix.

CONDITIONAL USE EVALUATION

The proposed project is a conditional use under the current Marion County zoning of Exclusive Farm Use (EFU). Because the proposed project is a conditionally permitted land use under the EFU zoning, the site must show that it "will not force a significant change, or significantly increase the cost of, accepted farm or forest practices on surrounding lands devoted to farm or forest use."¹² To evaluate this criterion from a transportation perspective, a calculation of the added vehicle travel delay for key agricultural routes through the study area due to the project is provided below.

Two hypothetical routes for agricultural vehicles in the study area were identified to estimate any added vehicle delays that may be incurred by farmers engaged in accepted farming practices on surrounding lands as the result of the proposed project. The two hypothetical routes are shown in Figure 9.

The two hypothetical travel routes are between Smith Gardens on the west side of OR-551 and agricultural land just east of Airport Road. One route travels between the two sites via Arndt Road to the north and the other route travels via Keil Road to the south. The length of the routes and estimated increase in vehicle delays on both routes are shown in the following table.

¹¹ Chapter 12 Unsignalized Intersection Analysis, Analysis Procedures Manual, ODOT, 2023.

¹² Section 17.136.060, Marion County Zoning Code.

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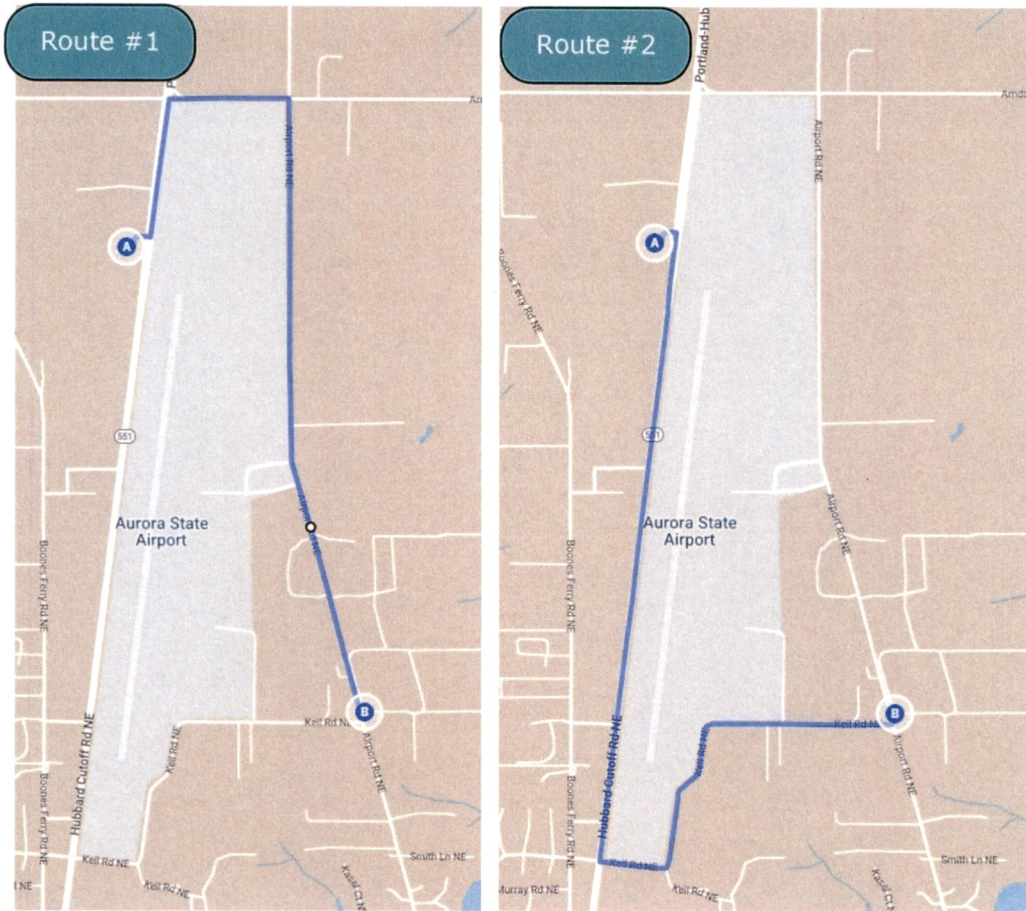


FIGURE 9: HYPOTHETICAL AGRICULTURAL ROUTES IN STUDY AREA

As shown, the added vehicle delay is minimal (<5 seconds or 2% increase). The additional traffic generated by the proposed conditional use would not impart a significant impact on the travel times experienced by agricultural vehicles in the vicinity of the project site, satisfying the approval criteria in the zoning code.

TABLE 12: ADDED VEHICLE DELAYS ON KEY AGRICULTURAL ROUTES

ROUTE	LENGTH (MILES)	APPROXIMATE TRAVEL TIME	VEHICLE DELAY ADDED TO ROUTE	
			AM PEAK HOUR	PM PEAK HOUR
Route #1 – via Arndt Road	1.8 miles	4-5 minutes	< 5 secs	< 5 secs
Route #2 – via Keil Road	2.1 miles	4-5 minutes	< 5 secs	< 5 secs

SUMMARY

The proposed North Marion County Vertiport will develop a vertiport-heliport transportation facility (a conditional use in EFU zones) consisting of vertiport-heliport tie downs, hangar storage space, maintenance and repair shops, and related offices, on a currently vacant parcel adjacent to the Aurora Airport in Marion County, Oregon. This traffic impact study evaluated the potential impacts of this project on the surrounding transportation network.

NO-BUILD CONDITIONS

- Four of the study intersections fail to meet applicable operating standards or mobility targets in the No-Build condition, including OR-551/Arndt Road, Airport Road/Arndt Road, OR-551/Ehlen Road, and Airport Road/Ehlen Road.
- Two study intersections (Airport Road/Arndt Road and OR-551/Arndt Road) have existing safety deficiencies based on historical safety performance.

PROJECT IMPACTS

- The proposed vertiport is expected to generate 316 average daily trips, 38(32 in, 6 out) AM peak hour trips and 38 (8 in, 30 out) PM peak hour trips.
- The three site driveways (two on Airport Road, one on Stenbock Way) will operate acceptably. There are no sight distance constraints at the proposed driveway locations and turn lanes are not warranted.
- The same four study intersections that fail to meet applicable operating standards or mobility targets under No-Build conditions will continue to fail under Build conditions. However, the addition of project-generated trips will not degrade operations according to the performance standards. Therefore, the project has no significant impact and no mitigations are required.
- The proposed development is not expected to cause a significant adverse impact on the surrounding agricultural operations based on an assessment of travel times in the vicinity of the project site. Hypothetical routes for agricultural vehicles are expected to see an increase in travel time of less than five seconds during peak hours.

RECOMMENDED MITIGATIONS

- **Airport Road Frontage Improvements:** Half-street frontage improvements along Airport Road are required to meet current design standards for rural major collector roadways. The standard for Rural Major Collectors includes a minimum paved width of 22 feet, 5-foot gravel shoulders, and a minimum right-of-way width of 60 feet.
- No other mitigations are needed to meet Marion County or ODOT requirements.

TRANSPORTATION PLANNING RULE

We are advised that it is legally unclear whether the provisions of the Transportation Planning Rule (TPR) apply, apart from those expressly specified as applicable per OAR 660-012-0070. Because of this uncertainty, we are asked to apply other potentially applicable provisions of the TPR as a precaution only, without conceding they apply. Accordingly, we address the provisions of the TPR other than OAR 660-012-0070 as a precaution only, without taking any position about whether they apply here.

The requirements of Oregon Administrative Rule (OAR) 660-012-0060, the Transportation Planning Rule (TPR), must be met for proposed comprehensive plan zoning amendments. The intent of the TPR (OAR 660-12-0060) is to ensure that future land use and traffic growth is consistent with transportation system planning and does not create a significant effect on the surrounding transportation system beyond currently allowed uses.

The definition of a "significant effect" varies by jurisdiction and no such definition is provided in the Marion County code currently. According to the Oregon Highway Plan (OHP)¹³, a net increase of **less than 400 daily trips** does not qualify as a significant effect. While the OHP is not applicable to County roads, it provides a reasonable estimate of a significant effect for TPR analysis purposes.

Based on the trip generation estimate presented in Table 6, the trip generation for the proposed conditional use is **316 daily trips**. Therefore, under this proposed development, it can be concluded that the comprehensive plan map amendment would not have a significant effect on the transportation system and therefore, this conditional use complies with the TPR requirements.

¹³ 1999 Oregon Highway Plan, Action 1F.5, Pages 80-81.

Target Industries Approach Rulemaking – Background & Draft Charge

January 5, 2024

Background

Local economic development is prioritized by Statewide Land Use Planning Goal 9, which directs communities to provide an adequate supply of sites of suitable sizes, types, locations, and service levels for a variety of industrial and commercial uses consistent with comprehensive plan policies. Oregon Administrative Rules Chapter 660, Division 9, Section 15 provides the process through which cities conduct an analysis of economic opportunities. The Economic Opportunities Analysis (EOA) forms the basis for a city to establish and maintain a 20-year supply of employment land.

OAR 660-009-0015 (Economic Opportunities Analysis) and OAR 660-024-0040 (Land Need) do not prescribe specific sources of population or employment growth data as a requirement for forecasting land need. Cities subject to these rules are allowed a wide degree of flexibility in determining how much job growth is expected and how that job growth translates to land need. One method of forecasting land need is referred to as the “Target Industries Approach.” This method was advanced by Woodburn in its adopted EOA, which was subsequently challenged in the Court of Appeals in 2014. The Target Industries Approach, as summarized in that decision, is defined below:

“[T]he target-industries approach considers a local government’s employment-growth projections and goals for employment and establishes a framework for attracting the kind of employers that could reasonably be expected to support the kind and amount of employment growth to which the local government aspires. Given the site needs of those particular employers, the local government identifies potentially available land both within and outside its UGB and selects a group of sites and an amount of land that it believes will accommodate the employers that it seeks to attract. The target-industries approach differs from an ‘employees-per-acre approach under which a local government simply projects employment growth and divides that growth by a statistically accepted number of employees per acre of land in order to arrive at the number of acres needed to support employment growth.’”¹

Many cities use the Target Industries Approach to identify desirable industries and develop a site inventory and comprehensive plan policies that support attraction or retention of targeted industries. This approach to justifying land need is well established and supported by case law, but it has not been defined or codified in OAR. A recent application of the Target Industries Approach in the city of North Plains’ Economic Opportunities Analysis advanced the argument that employment land need does not need to correlate to forecasted job growth, and further that the Target Industries Approach can be applied across all industrial land need without specifying particular economic sectors. The Department seeks to clarify any potential areas of ambiguity in the application of the Target Industries Approach in this draft rulemaking charge.

¹ 1000 Friends of Oregon v. Land Conservation and Development Commission, City of Woodburn, and Marion County. (Court of Appeals 2014). Available at <https://cdm17027.contentdm.oclc.org/digital/collection/p17027coll5/id/612/rec/1>

Department staff have developed a draft charge to guide the Rules Advisory Committee's (RAC) work amending OAR 660-009 to provide guidance around the use of the "Target Industries Approach." It is intended that the charge will support the RAC's efforts by serving as an expression of commission expectations. Should there be confusion or disagreement among the RAC, the charge will be looked to for guidance. The following draft language has been or will be reviewed by DLCD's Urban Team, Policy Team, Citizen Involvement Advisory Committee (CIAC), and the Local Officials Advisory Committee (LOAC).

Proposed charge

Members of the Rules Advisory Committee (RAC) will provide assistance to agency staff to analyze, draft, and recommend amendments to Oregon Administrative Rules (OARs) 660-009, Economic Development, that provide guidance and clarity around the use of the Target Industries Approach in Economic Opportunities Analyses and related provisions in OAR 660-009.

The Land Conservation and Development Commission will consider amendments to administrative rules that:

- *Define the term "Target Industries Approach" and related terms to support its application in Economic Opportunities Analyses through clear requirements and integration with related provisions in OAR chapter 660 division 9.*
- *Are informed by a Rules Advisory Committee (RAC) composed of subject matter experts, local officials, and stakeholders subject to the rule.*
- *Identify instances in which a city subject to OAR 660-009 would apply the "Target Industries Approach" rather than established processes for projecting land need through employment growth forecasts.*
- *Do not impact the flexibility of employment growth forecasting as currently exercised by cities subject to OAR 660-009.*
- *Establish guidance in OAR chapter 660, division 9 requiring that job growth projections are connected to land and site needs identified through the Target Industries Approach in Economic Opportunities Analyses.*
- *Are informed by existing case law addressing the use of the Target Industries Approach, and rely on the use of existing resources to provide rationale for analyses.*
- *Establish a voluntary "safe harbor" option in OAR chapter 660, division 9 allowing cities to rely on designated sources to justify land need identified through the Target Industries Approach in an Economic Opportunities Analysis.*
- *Include provisions that protect or preserve specific sites identified through the "Target Industries Approach" for use by targeted industries.*

If approved, this charge would lead the document of operating principles for the RAC as they begin their work.

Laws and Rules

Department of Land Conservation and Development

Goal 9: Target Industries Approach Rulemaking

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Measure 49
Natural Hazards
Natural Resources and Renewable Energy
Oregon Coastal Management Program
Rural Planning
Transportation and Growth Management Program
Urban Planning

On November 3, 2023, the Land Conservation and Development Commission (LCDC) directed Department of Land Conservation and Development (DLCD) staff to begin a rulemaking effort to clarify use of the "Target Industries Approach" by cities in Economic Opportunities Analyses (EOAs). Local economic development is supported by [Statewide Land Use Planning Goal 9](#). Goal 9 and its associated [administrative rules](#) direct cities to provide an adequate supply of sites of suitable sizes, types, locations, and service levels for a variety of industrial and commercial uses consistent with comprehensive plan policies.

One method of forecasting land need through an EOA is referred to as the "Target Industries Approach." Many cities have used the Target Industries Approach to identify desirable industries and develop a site inventory and comprehensive plan policies that support attraction or retention of targeted industries. While this approach to justifying land need is well established and supported by case law, it has not been defined or codified in administrative rule. The Department seeks to clarify any potential areas of ambiguity in the application of the Target Industries Approach through rulemaking.

To prepare for an efficient rulemaking process scheduled to conclude by August 2024, the Department is opening recruitment for a rulemaking advisory committee (RAC) in advance of the January LCDC meeting, when commissioners will deliberate the draft rulemaking charge and identify perspectives and interests the RAC should represent. The RAC will advise agency staff in drafting recommended rules. Staff expect the RAC to meet four or fewer times in three-hour meetings between February and June 2024. Applications to serve on the RAC must be submitted by midnight on Tuesday, February 13, 2024.

This rulemaking is intended to be narrow and technical in scope. The department's proposed RAC composition will provide the perspectives of subject matter experts and jurisdictions subject to OAR 660-009 (Economic Development) or those that could benefit from the rule. Additional interests may be considered or prioritized by LCDC during its January 25-26, 2024 public meeting.

Interests to be represented on the Goal 9 RAC:

- Economist
- Real Estate/Consulting Firms Experienced with Economic Opportunities Analysis
- Geographically diverse cities in Oregon
- Metro Regional Government
- Economic Development Districts
- Port Authority
- Land Use Advocacy
- Property Rights Advocacy
- Chambers of Commerce
- Business Interest
- Workforce Equity/Economic Justice
- Low-Income Advocacy
- Climate Advocacy

For more information on the charge to the RAC, read the department's [draft rulemaking charge](#).

Apply to Serve on the Goal 9 Target Industries Approach Rulemaking Advisory Committee

[Rules Advisory Committee Application](#)

Get Involved

Community members will be able to view RAC meetings and are welcome to email comments to staff throughout the rulemaking process. LCDC will hold a public hearing when the RAC presents a recommended draft rule for consideration.

For substantive questions about the rulemaking please contact Economic Development Specialist Leigh McIlvaine at leigh.mcilvaine@dlcd.oregon.gov or 971-701-1041.

Stay informed! Sign up for GovDelivery notifications on this topic.

Resources

- [Draft Charge](#)

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Ordinances, Resolutions and Proclamations

CITY OF AURORA

RESOLUTION NO. 851

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AURORA, OREGON, AMENDING RESOLUTION NO. 838 AND ADOPTING A NEW SCHEDULE OF FEES FOR PLANNING AND ZONING APPLICATIONS

WHEREAS, the City of Aurora finds that the policy established and implemented by Resolution No. 253 in 1993, that applicants for planning and zoning matters shall pay the entire cost of processing their applications, should be continued and updated;

WHEREAS, the City finds that the Planning and Zoning Charges were last updated and amended May 9, 2023;

WHEREAS, the City finds that the Planning and Zoning Charges need to be updated and amended to reflect increased costs of City Consultants, as well as to adequately prepare the City for a certain level of expected growth named in the City of Aurora Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AURORA THAT:

Section 1:

The City of Aurora Schedule of Fees for Planning and Zoning Applications set forth in Resolution No. 851 be and hereby is amended to provide for the Schedule of Fees/Deposits set forth in Exhibit “A” attached hereto and by this reference incorporated herein.

INTRODUCED AND ADOPTED this 13th day of February, 2023

CITY OF AURORA, OREGON

BY: _____
Brian Asher, Mayor

Date

ATTEST:

BY: _____
Stuart A. Rodgers
City Recorder

EXHIBIT "A"
Resolution 851

**CITY OF AURORA SCHEDULE OF FEES/DEPOSITS
FOR PLANNING & ZONING APPLICATIONS**

The following estimated user fees are hereby imposed as a fee/deposit against the actual cost for processing land development applications and related permits. The "user fee" philosophy underlying these charges is designed to eliminate the amount of general fund monies used to process land development applications and permits, by charging the entire cost of the City providing that service directly to the person utilizing or receiving the benefit of the service. In this way, existing property tax revenues are not used to subsidize the processing of new land development applications.

Where the term "actual costs" is used, these costs include, but are not limited to, services rendered by the city planning consultant, city engineer consultant and city attorney, as well as all City administrative costs for communicating and meeting with the applicant/property owner and others, public notices, agency referral notices, staff reports, notices of decision, development agreements, correspondence, postage, photocopying, supplies, financial accounting and city clerical work.

If the actual costs exceed the deposit, the City reserves the right to request an additional deposit from the applicant/owner and the City will send an invoice for the additional charges to the applicant. The City shall not issue final approvals for land development and/or issue building permits, until all land development and other fees, including any additional charges are paid. If the applicant chooses to withdraw the application before preliminary approval has been issued by the City, then any unused deposit fees shall be refunded to the applicant upon the City's receipt of the applicant's written withdrawal and request for refund.

NO APPLICATION SHALL BE REVIEWED OR ACCEPTED FOR PROCESSING TO DETERMINE ITS COMPLETENESS UNTIL ALL FEES/DEPOSITS ARE PAID. Please note that additional land development and building permit fees/deposits may be required by the City, Aurora Rural Fire District, Marion County or State of Oregon.

This schedule of fees/deposits is amended effective ~~May 9, 2023~~ **February 13, 2024** pursuant to City Resolution No. ~~838~~ **851**, and is applicable to the following land development applications and related permits. The costs for application processing shall be based on the actual costs to the City of such processing and shall be based on the following hourly rates:

City Contracted planning services	\$76- 104 110 /hr.	City Public Works	\$65.00 70 /hr.
City Contracted Engineering Services	\$130- 220 231 /hr.	City Recorder Staff	\$55.00 60 /hr.
City Attorney	\$225.00/hr.	City Admin.	\$45.00 /hr.

PLEASE NOTE: The following fees/deposits marked with an asterisk (*) require that public hearing notices be published in the Canby Herald, which additional cost of publication shall be charged to the applicant.

FEE DESCRIPTION

1. PRE-APPLICATION CONFERENCE..... Actual Costs ~~\$1,500.00~~ **1,500.00** deposit
2. QUASI-JUDICIAL MAP AND TEXT AMENDMENTS
 - a. Comprehensive Plan Amendment..... Actual Costs-\$3,000.00 deposit*
 - b. Zoning & Development Ordinance Amendment Actual Costs-\$3,000.00 deposit*
3. CITY ANNEXATIONS..... Actual Costs-\$2,000.00*
4. SITE DEVELOPMENT REVIEW
 - a. Residential Zones (R-1, R-2)
 - 1) Manufactured Home Parks..... Actual Costs-\$3,000.00 deposit*
 - 2) Development other than a single family home
 - a) Project Value -0- to \$49,999..... Actual Costs-~~\$750.00~~ **1,000.00** deposit
 - b) Project Value \$50,000 to \$99,999..... Actual Costs-~~\$1,000.00~~ **1,500.00** deposit
 - c) Project Value \$100,000 to \$499,999..... Actual Costs-~~\$1,500.00~~ **2,500.00** deposit
 - d) Project Value \$500,000 and over..... Actual Costs-~~\$2,000.00~~ **4,000.00** deposit
 - b. Commercial Zone (C) and Industrial Zone (I)
 - 1) Project Value -0- to \$49,999 Actual Costs-~~\$750.00~~ **1,000.00** deposit
 - 2) Project Value \$50,000 to \$99,999 Actual Costs-~~\$1,000.00~~ **1,500.00** deposit
 - a) Project Value \$100,000 to \$499,999..... Actual Costs-~~\$1,500.00~~ **2,500.00** deposit
 - b) Project Value \$500,000 and over..... Actual Costs-~~\$2,000.00~~ **4,000.00** deposit

5. LAND DIVISIONS
- a. Subdivisions - Tentative and Final Plats Actual Costs-\$3,000.00+\$50.00/lot deposit*
 - b. Partitions-Tentative & Final Map Review Actual Costs-\$1,000.00 deposit*
6. CONDITIONAL USE PERMITS
- a. All Zones, excluding Marijuana Processing Actual Cost - \$1,000.00 deposit*
 - Marijuana Processing/Products in the allowable zone Actual Costs - \$2,500.00 deposit*
 - b. Minor Alterations of Conditional Use Permits Actual Costs-\$400.00 deposit
 - c. Home Occupations..... Actual Costs-\$ 300.00 deposit
 (\$75.00 deposit for Type I home occupations that are **not** referred to consultants)
7. VARIANCES
- a. Minor Variance from dimensional and setback standards, etc..... Actual Costs-\$500.00 deposit*
 - b. Major Variance from public facilities standards..... Actual Costs-\$1,000.00 deposit*
8. HISTORIC OVERLAY DISTRICT PERMITS
- a. Certificate of Appropriateness (New Construction/Major Renovations).... Actual Costs-\$600.00 deposit*
 - b. Certificate of Appropriateness (all others)..... Actual Costs- See HRB fee schedule
 - c. Demolition Permit..... Actual Costs-\$350.00 deposit*
9. NON-CONFORMING USE OR STRUCTURE (also may require Site Design Review Approval)
- a. Reinstatement, Enlargement or Alteration of Use Actual Costs-\$600.00 deposit*
 - b. Alteration or Expansion of Structure
 - 1) Residential Zone (R-1 and R-2) Actual Costs-\$750.00 deposit*
 - 2) Commercial Zone (C)..... Actual Costs-\$1,000.00 deposit*
 - 3) Industrial Zone (I) Actual Costs-\$1500.00 deposit*
10. TEMPORARY USES OR STRUCTURES
- a. Temporary Uses/Structures (Planning Director approval)..... Actual Costs \$200.00 deposit
 - b. Temporary Uses/Structures (Planning Commission approval)..... Actual Costs \$350.00 deposit
11. LOT LINE ADJUSTMENTS Actual Costs-~~\$1,000.00~~ **1,500.00** deposit
12. APPEALS
- a. From Administrative Decision or HRB Decision
 - 1) Hearing Required Actual Costs-\$800.00 deposit*
 - 2) No Hearing Required..... Actual Costs-\$600.00 deposit
 - b. From Planning Commission Decision Actual Costs-\$800.00 deposit*
13. TRANSCRIPTS FROM APPEAL HEARINGS..... By Ordinance, actual costs
14. STREET VACATION AND/OR DEDICATION Actual Costs-\$1,000.00 deposit
15. INFRASTRUCTURE AND RIGHT-OF-WAY PERMITS
- a. Right-of-way Permit Review Actual Costs\$200.00 deposit + bond and insurance
 - b. Infrastructure Permits (Sewer, Water, Street and Storm improvements, includes City Engineer and Public Works review)..... Actual Costs \$500.00 deposit + bond and insurance
 - c. Access Permit Application Actual Costs \$250.00 deposit
 - d. Loading Space Within Right of Way \$500.00 Annual Fee
16. ACCESSORY DWELLINGS
- a. Administrative Decision Actual Costs \$400.00 deposit
 - b. As Limited Land Use Decision Actual Costs \$500.00 deposit
 - c. As Quasi-judicial Decisions with HRB approval Actual Costs \$800.00 deposit
17. HOME OCCUPATION BUSINESS
- a. Type 1 \$100.00
 - b. Type 2 \$250.00

- 18. SIGN PERMITS
 - a. Permanent Signs in All Zone Actual Costs \$100.00 deposit
 - b. Certificate of Appropriateness for Signs in Historic District \$25.00

- 19. FENCES MORE THAN 6 FEET TALL
 - a. Replacement \$45.00
 - b. Variance \$150.00*

- 20. ZONING & DEVELOPMENT ORDINANCE INTERPRETATION..... Actual Costs-\$500.00 deposit

- 21. ALL APPLICABLE CURRENT SYSTEM DEVELOPMENT CHARGES AS ADOPTED BY ORDINANCE OR RESOLUTION ARE HEREBY INCORPORATED HEREIN BY THIS REFERENCE. A SCHEDULE OF ALL BUILDING PERMIT AND OTHER APPLICABLE DEVELOPMENT FEES CAN BE OBTAINED BY CONTACTING THE CITY RECORDER AT CITY HALL AT 503-678-1283.

- 22. HOURLY RATE FOR LAND USE SERVICES: Zoning confirmations, interpretations of development code criteria, land use compatibility statements, or other services/assistance related to the development ordinances not listed above shall be the responsibility of the interested party/applicant. Services requiring in excess of fifteen minutes of staff time shall require a fee of \$150.00 to cover staff time. Time in excess of one hour shall be the responsibility of the interested party and billed to them as such.

- 23. Legal Publications and Noticing costs related to any and all applications.....\$At Cost

Reports

Report from the Finance Officer for February 13, 2024

- The Finance report as of January 2024, the seventh month of fiscal year 2023-2024 is included. I have also included the Revenue vs Expenses Summary for January 2024. This report shows amounts received and spent in each fund during the month. The large revenue amount in the Streets/Storm Fund is primarily from a development agreement with Small Town Storage for future road improvements. The large expense amount in the Sewer Fund is mainly a large payment for the budgeted capital project to upgrade the Wastewater Treatment Plant PLC and radio upgrades.
- The ending bank balances on January 31, 2024 are:
 - Checking - \$ 78,479.98
 - LGIP - \$ 4,758,413.81
- I continue to monitor and report as required on the following grant projects –
 - ❖ Well #3 Replacement – CSFRF Grant Agreement # 8009
 - ❖ Water Storage Tank / Pump Station – Contract # SR2227
 - ❖ ODOT Pedestrian Crossings – Contract # 7300000004941
 - ❖ Wastewater Treatment Facility – Contract # SR2301
 - ❖ Water Lines – Grant Agreement # BO-4566-22 with Marion County
 - ❖ House Bill 5202 (2022 Regular Session) General Fund Grant Agreement Number 107-2022-5202-65, Subrecipient Agreement with the Aurora Rural Fire Protection District No. 63
- Gary McLaren and Steve Mikulic would like to continue to serve on the budget committee. Their 3-year terms expired last month. I recommend their appointment. I have attached a copy of the Budget Calendar for the 2024 – 2025 Fiscal Year.
- Keeping current with payables and receivables.

Respectfully,



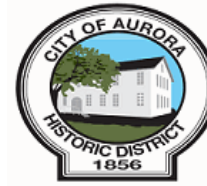
Mary C. Lambert

2/7/2024

CITY OF AURORA -FINANCE REPORT Ending January 31, 2024										Year to Date
	FUND	BUDGET	*BALANCE @ June 30, 2023	TOTAL REVENUES	% TO DATE	BUDGET less contingency	TOTAL EXPENSES	% TO DATE	END BALANCE January 31, 2024	Gains / (Losses)
10	GENERAL	1,230,586.00	601,600.80	494,956.59	78.69%	933,395.00	352,230.04	37.74%	744,327.35	\$ 142,726.55
15	CITY HALL BUILDING	162,900.00	153,948.00	6,425.96	71.78%	162,900.00	4,658.15	2.86%	155,715.81	\$ 1,767.81
20	AURORA COLONY DAYS	35,070.00	24,591.08	12,996.01	124.02%	28,467.00	20,312.63	71.36%	17,274.46	\$ (7,316.62)
29	PARK SDCs	91,705.00	80,720.59	2,254.56	20.53%	91,705.00	0.00	0.00%	82,975.15	\$ 2,254.56
30	STREET/STORM	1,401,146.00	732,789.29	122,969.74	18.40%	1,234,320.00	136,581.15	11.07%	719,177.88	\$ (13,611.41)
35	ST/STORM RESERVE	187,060.00	169,784.10	12,126.17	70.19%	187,060.00	0.00	0.00%	181,910.27	\$ 12,126.17
39	ST/STORM SDCs	121,111.00	107,558.42	3,004.11	22.17%	121,111.00	0.00	0.00%	110,562.53	\$ 3,004.11
40	WATER OPERATING	1,042,100.00	658,843.77	263,241.76	68.69%	915,830.00	180,604.00	19.72%	741,481.53	\$ 82,637.76
45	WATER RESERVE	1,725,000.00	700,890.42	19,294.18	1.88%	1,725,000.00	18,084.75	1.05%	702,099.85	\$ 1,209.43
46	WATER GRANT SR2227	2,863,431.00	7,752.50	36,113.00	1.26%	2,863,431.00	51,609.60	1.80%	-7,744.10	\$ (15,496.60)
49	WATER SDCs	94,210.00	70,811.14	1,977.78	8.45%	94,210.00	0.00	0.00%	72,788.92	\$ 1,977.78
50	SEWER OPERATING	1,097,200.00	664,697.66	277,754.80	64.22%	822,091.00	343,370.36	41.77%	599,082.10	\$ (65,615.56)
55	SEWER RESERVE	3,187,400.00	85,879.96	105,191.68	3.39%	3,187,400.00	0.00	0.00%	191,071.64	\$ 105,191.68
56	WWTF GRANT SR2301	3,662,000.00	10,560.00	27,870.00	0.76%	3,662,000.00	30,948.75	0.85%	7,481.25	\$ (3,078.75)
57	G. O. DEBT SERVICE	287,375.00	27,921.03	252,645.15	97.38%	287,375.00	6,187.50	2.15%	274,378.68	\$ 246,457.65
59	SEWER SDCs	95,335.00	85,532.33	2,388.93	24.37%	95,335.00	0.00	0.00%	87,921.26	\$ 2,388.93
60	SPECIAL PROJECTS BOND	7,151,000.00	0.00	0.00	0.00%	2,000,000.00	0.00	0.00%	0.00	\$ -
	TOTALS	24,434,629.00	4,183,881.09	1,641,210.42	8.10%	18,411,630.00	1,144,586.93	6.22%	4,680,504.58	
	* Balance per 2023 audit					Contingencies = 6,022,999			4,680,504.58	\$ 496,623.49

General Ledger

Revenue vs Expenses Summary



User: MaryL
 Printed: 2/5/2024 - 1:08 PM
 Fiscal Year: 2024
 Fiscal Period: 7

Fund	Description	YTD Balance Before Period	Revenues for Period	Expenses for Period	Year to Date Amount
10	GENERAL FUND	164,959.46	29,492.55	51,725.46	142,726.55
15	CITY HALL BUILDING FUND	-712.64	2,480.45	0.00	1,767.81
20	Aurora Colony Days Fund	-7,059.49	73.70	330.83	-7,316.62
29	Park SDCs	1,900.56	354.00	0.00	2,254.56
30	STREETS/STORM FUND	-55,627.05	52,411.79	10,396.15	-13,611.41
35	Streets/Storm Reserves	11,336.49	789.68	0.00	12,126.17
39	Streets/Storm SDCs	2,532.42	471.69	0.00	3,004.11
40	Water	98,704.88	4,759.81	20,826.93	82,637.76
45	WATER RESERVE FUND	5,462.29	2,995.39	7,248.25	1,209.43
46	Water Storage Grant Project	1,418.20	0.00	16,914.80	-15,496.60
49	Water SDCs	1,667.24	310.54	0.00	1,977.78
50	Sewer	12,923.91	2,951.26	81,490.73	-65,615.56
55	SEWER RESERVE FUND	104,376.51	815.17	0.00	105,191.68
56	WWTF Grant Project	-24,060.00	25,600.00	4,618.75	-3,078.75
57	SEWER DEBT SERVICE	239,488.34	6,969.31	0.00	246,457.65
59	SEWER SDC FUND	2,013.83	375.10	0.00	2,388.93
60	Special Projects - Bond	0.00	0.00	0.00	0.00
		<u>559,324.95</u>	<u>130,850.44</u>	<u>193,551.90</u>	<u>496,623.49</u>
	Report Totals:	559,324.95	130,850.44	193,551.90	496,623.49

Budget Calendar 2024 – 2025

<u>Activity</u>	<u>Date</u>
Appoint Budget Officer	January 9, 2024
Appoint Budget Committee Members	February 13, 2024
Publish Notice of Budget Committee Meeting and Public Comment at 2 nd meeting in paper and post on city website	April 17, 2024 for April 24 th publishing
1st Budget Committee Meeting To receive the budget and message	May 1, 2024 7:00 pm Wednesday
2nd Budget Committee Meeting Take Public Comment /Approve Budget / Continue Meeting	May 15, 2024 7:00 pm Wednesday
Continue Budget Meeting Take Public Comment / Approve Budget / Continue Meeting <i>Posting rules same as for Council meeting</i>	TBD
Publish Summary and Notice of Budget Hearing in paper and on website	May 29, 2024 For June 5th publishing
Budget hearing before Council	June 11, 2024
Enact resolution to: Adopt budget / Make appropriations; Impose and categorize taxes; Certify city services provided; Receive state revenues.	June 11, 2024 at Council Meeting
Submit state revenue sharing documents	June 13, 2024
Submit tax certification documents to the Marion County Assessor	July 1-12, 2024
Submit budget to Marion County Clerk	Prior to September 30, 2024

City Council

Public Works Activity Report

Jan 2024

Wastewater:

- Routine operation and maintenance 24/7 365.
- Wastewater Treated 1.9 MG
- Review plans for development
- Completed DMR form to report DEQ, EPA

Water:

- Routine operation and maintenance 24/7 365.
- Wells are running 8.0 hours daily producing an average of 74,000 gal per day.
- Total water production 2,400,000 Gal.
- Wells 4 in production
- Construction of the road at well #6 location

Streets:

- Routine operation and maintenance.
- Monitoring streetlights
- Catch basins cleaning
- Street sweeping
- Pothole remediation.
- Working with ODOT Hwy 99 Crossings

Park:

- Monitor trees for safety issues
- Pressure wash hard surfaces
- Rodent removal
- Tree planting in park

Meetings and/or Training Attended

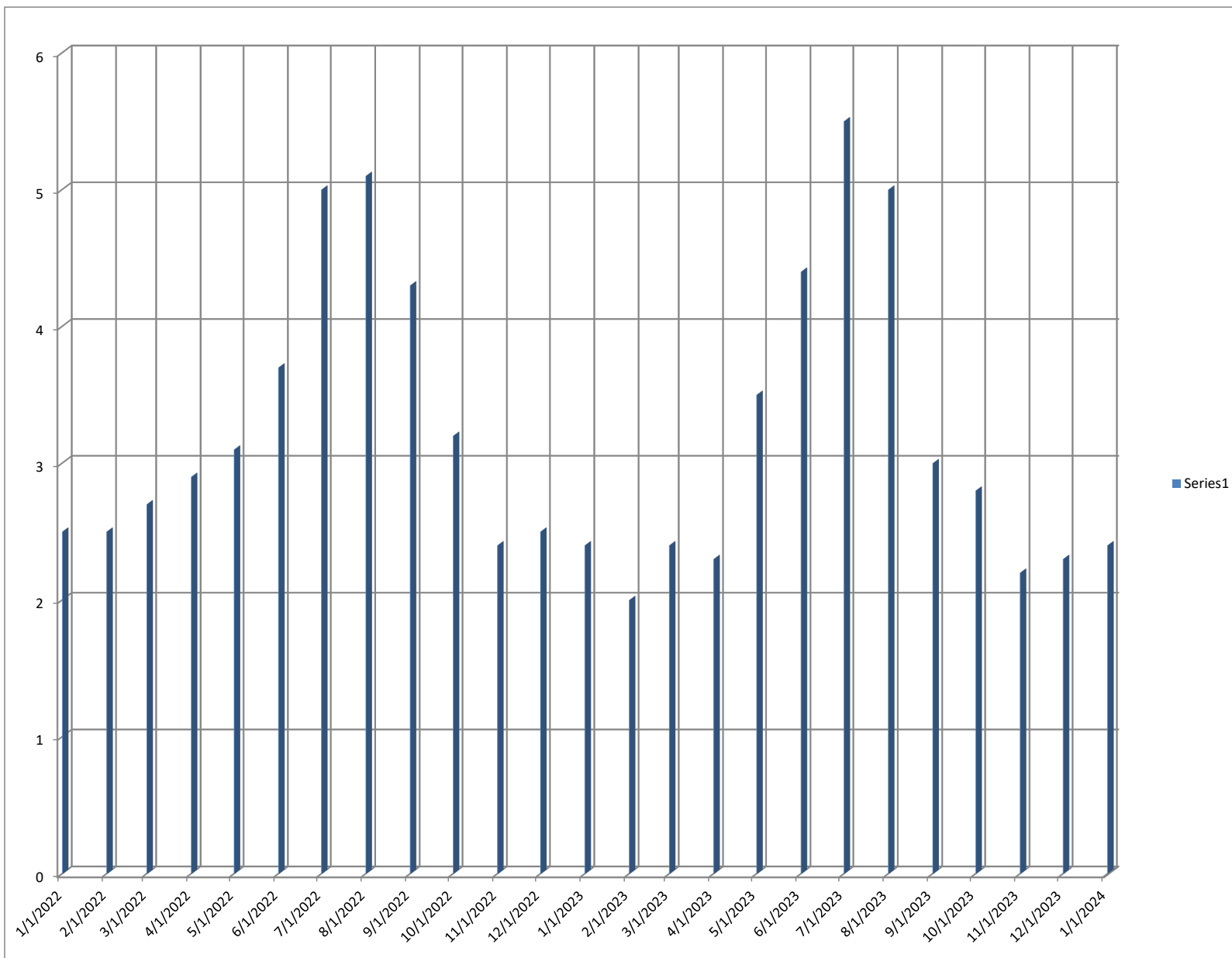
- NW Section of American Water Works Association
- Meeting to discuss Well 3 replacement options
- Respectfully: Mark Gunter PWS

Public works project list

New Water storage tank
Replace well #3
Wastewater treatment Plant

Jan-22	2.5
Feb-22	2.5
Mar-22	2.7
Apr-22	2.9
May-22	3.1
Jun-22	3.7
Jul-22	5
Aug-22	5.1
Sep-22	4.3
Oct-22	3.2
Nov-22	2.4
Dec-22	2.5
Jan-23	2.4
Feb-23	2
Mar-23	2.4
Apr-23	2.3
May-23	3.5
Jun-23	4.4
Jul-23	5.5
Aug-23	5
Sep-23	3
Oct-23	2.8
Nov-23	2.2
Dec-23	2.3
Jan-24	2.4

Monthly Water use In Million Gallons



City of Aurora – City Attorney’s Report to City Council for February 13, 2024

1. Verizon cell tower matter: Still no response from Verizon regarding their term sheet or the city’s response.
2. Assisted staff in code and statute interpretation to manage local cannabis and psilocybin matters.
3. Finalized construction/demo contract for city-owned property.
4. Worked on Waste Water and Sewer procurement series of procurement contracts and ARPA funding.

February 2024 City Recorder Report

Here are some highlights from the previous month:

- Provided application materials to a couple of Aurora businesses through the North Marion Tourism Collaborative for Digital Boost Program grant funds to improve their online presence.
- Assisted Public Works in getting the required public notices published for water and wastewater project Request for Qualifications (RFQs).
- Assisted homeowner through county planning officials and city contractors for a partition plat review prior to site development review and permits on to construction of a new single-family dwelling in the near future.
- Attended a monthly January administrator's lunch at the Mid-Willamette Valley Council of Governments with city administrators and managers.
- Worked with Tammy Grimes to issue temporary certificate of occupancy Small Town Storage.
- Worked with a local organization remove out of compliance signs until a sign application can be submitted to the Historic Review Board for review and approval.
- Began preparation for City Council elections later this year.
- Completed the process for one Marijuana business license and conditional use permit (retail) and started another (manufacturing).
- Assisted in running a technical advisory committee meeting for the city's economic opportunities analysis.
- Assisted Public Works in putting together a legislative request for Mayor Asher's visit to Salem.
- Preparation for 2024 Certified Local Government grant application for local restoration projects.
- Fulfilled a request from a liaison for the city's sister city relationship with Bleicherode, Germany to provide photos and visitor information to support a local newspaper article there.
- Was introduced to *Be Good Monster* based on a business visit to Blue Alley Salon:
<https://www.youtube.com/watch?v=YjFOc8ZKkzM&t=117s>

Respectfully submitted,

Stuart A. Rodgers

10:14 AM

02/05/24

**Aurora Business License
Deposit Detail
January 2024**

Type	Num	Date	Name	Account	Amount
Deposit		01/04/2024		Business License ...	450.00
Payment	80563	01/04/2024	VIRGINIA WARREN	Undeposited Funds	-50.00
Payment	80564	01/04/2024	BALTAZAR LANDS...	Undeposited Funds	-50.00
Payment	6343	01/03/2024	HOME AGAIN ANTI...	Undeposited Funds	-50.00
Payment	2435	01/03/2024	FRENCH PRAIRIE ...	Undeposited Funds	-50.00
Payment	2055	01/03/2024	INN AT AURORA	Undeposited Funds	-50.00
Payment	3231	01/04/2024	GATHERINGS	Undeposited Funds	-50.00
Payment	2964	01/04/2024	INTEGRITY AIR, LLC	Undeposited Funds	-50.00
Payment	3798	01/04/2024	JAQUEZ LANDSCA...	Undeposited Funds	-50.00
Payment	25107	01/04/2024	ENGELMAN ELECT...	Undeposited Funds	-50.00
TOTAL					-450.00
Deposit		01/11/2024		Business License ...	4,300.00
Payment	80565	01/08/2024	VINTAGE GRACE	Undeposited Funds	-50.00
Payment	80567	01/11/2024	JUSTICE CANNABI...	Undeposited Funds	-2,500.00
Payment	2975	01/08/2024	AMERICAN OLDIES	Undeposited Funds	-50.00
Payment	2675	01/08/2024	AURORA CYCLE	Undeposited Funds	-50.00
Payment	667	01/08/2024	AURORA FAMILY D...	Undeposited Funds	-50.00
Payment	1083	01/08/2024	COLOMBIA CLEANI...	Undeposited Funds	-50.00
Payment	4575	01/08/2024	DRYDEN ELECTRI...	Undeposited Funds	-50.00
Payment	2238	01/08/2024	EVERGREEN GAS,...	Undeposited Funds	-50.00
Payment	34189	01/08/2024	FOUR SEASONS H...	Undeposited Funds	-50.00
Payment	15811	01/08/2024	GARNER ELECTRIC	Undeposited Funds	-50.00
Payment	1501	01/08/2024	JULIE STABLER	Undeposited Funds	-50.00
Payment	849	01/08/2024	KAREN B JAMES	Undeposited Funds	-50.00
Payment	29388	01/08/2024	MOLALLA PLUMBI...	Undeposited Funds	-50.00
Payment	1417	01/08/2024	OREGON FLOWER...	Undeposited Funds	-50.00
Payment	2511	01/08/2024	PRECIOUS AND FE...	Undeposited Funds	-50.00
Payment	1401	01/08/2024	WHITE RABBIT BA...	Undeposited Funds	-50.00
Payment	223516	01/09/2024	APOLLO MECHANI...	Undeposited Funds	-50.00
Payment	34450	01/09/2024	BOONES FERRY E...	Undeposited Funds	-50.00
Payment	2011	01/09/2024	DIAMOND CLEANI...	Undeposited Funds	-50.00
Payment	2717	01/09/2024	JAVAZ HEATING & ...	Undeposited Funds	-50.00
Payment	9117	01/09/2024	MILL CREEK HEATI...	Undeposited Funds	-50.00
Payment	48228	01/09/2024	NAGL FLOOR COV...	Undeposited Funds	-50.00
Payment	1029	01/09/2024	RED ROOSTER VI...	Undeposited Funds	-50.00
Payment	62540	01/09/2024	LIVING COLOR NU...	Undeposited Funds	-50.00
Payment	18425	01/11/2024	BEAR ELECTRIC, I...	Undeposited Funds	-50.00
Payment	1889	01/11/2024	JELI FARMS / ANTI...	Undeposited Funds	-50.00
Payment	1026	01/11/2024	KLOER CONSTRU...	Undeposited Funds	-50.00
Payment	14437	01/11/2024	M & S YARD SERVI...	Undeposited Funds	-50.00
Payment	1166	01/11/2024	NW EVERGREEN L...	Undeposited Funds	-50.00
Payment	2687	01/11/2024	PACIFIC HAZELNU...	Undeposited Funds	-50.00
Payment	7467	01/11/2024	R & C CARPET CA...	Undeposited Funds	-50.00

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Aurora Business License Deposit Detail January 2024

Type	Num	Date	Name	Account	Amount
Payment	1343	01/11/2024	SKY HEATING & AI...	Undeposited Funds	-50.00
Payment	42865	01/11/2024	THE HEATING SPE...	Undeposited Funds	-50.00
Payment	4285	01/11/2024	AURORA COLONY ...	Undeposited Funds	-50.00
Payment	1228	01/11/2024	CUMULATIVE IDEAS	Undeposited Funds	-50.00
Payment	1081	01/11/2024	OLYMPIC GRAPHICS	Undeposited Funds	-50.00
Payment	1154	01/11/2024	Kendra A. Dale dba ...	Undeposited Funds	-50.00
TOTAL					-4,300.00
Deposit		01/12/2024		Business License ...	50.00
Payment	3341G	01/10/2024	D & R HEATING AN...	Undeposited Funds	-50.00
TOTAL					-50.00
Deposit		01/18/2024		Business License ...	1,400.00
Payment	131044	01/16/2024	ADAIR HOMES, INC.	Undeposited Funds	-50.00
Payment	11069	01/16/2024	ADK ELECTRIC, INC	Undeposited Funds	-50.00
Payment	108615	01/16/2024	ADT LLC dba ADTS...	Undeposited Funds	-50.00
Payment	1114	01/16/2024	AURORA HEALTHY...	Undeposited Funds	-50.00
Payment	2490	01/16/2024	AURORA TRANSMI...	Undeposited Funds	-50.00
Payment	1124	01/16/2024	BROOKE MILL BBL...	Undeposited Funds	-50.00
Payment	3382	01/16/2024	CAMERON THOMA...	Undeposited Funds	-50.00
Payment	108338	01/16/2024	CANBY EXCAVATI...	Undeposited Funds	-50.00
Payment	2484	01/16/2024	CORPORATE CRIM...	Undeposited Funds	-50.00
Payment	6250	01/16/2024	ELEMENTAL ENER...	Undeposited Funds	-50.00
Payment	4331	01/16/2024	FILBERT'S FARMH...	Undeposited Funds	-50.00
Payment	1995	01/16/2024	HENKELS & MCCO...	Undeposited Funds	-50.00
Payment	1376	01/16/2024	ION DEVELOPER L...	Undeposited Funds	-50.00
Payment	2778	01/16/2024	KARI BROWN	Undeposited Funds	-50.00
Payment	30284	01/16/2024	PACIFIC COAST A...	Undeposited Funds	-50.00
Payment	135592	01/16/2024	PROGRASS, INC.	Undeposited Funds	-50.00
Payment	23924	01/16/2024	SUPREME COMFO...	Undeposited Funds	-50.00
Payment	2406	01/16/2024	WESTERN FIREW...	Undeposited Funds	-50.00
Payment	14616	01/16/2024	WOODBURN PLUM...	Undeposited Funds	-50.00
Payment	1007	01/16/2024	YARROW & YOU	Undeposited Funds	-50.00
Payment	851	01/18/2024	SIMPLE TREASURES	Undeposited Funds	-50.00
Payment	28113	01/18/2024	ASHLAND BROTHE...	Undeposited Funds	-50.00
Payment	73816	01/18/2024	DAY MANAGEMEN...	Undeposited Funds	-50.00
Payment	928	01/18/2024	RICK'S PORTLAND...	Undeposited Funds	-50.00
Payment	29462	01/18/2024	ROOFMASTERS INC	Undeposited Funds	-50.00
Payment	779209	01/18/2024	TROTTER & MORT...	Undeposited Funds	-50.00
Payment	995107	01/18/2024	MCLAREN AUCTION...	Undeposited Funds	-50.00
Payment	32785...	01/18/2024	TRUE BLUE PLUM...	Undeposited Funds	-50.00
TOTAL					-1,400.00

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**Aurora Business License
Deposit Detail
January 2024**

Type	Num	Date	Name	Account	Amount
Deposit		01/25/2024		Business License ...	1,700.00
Payment	80568	01/25/2024	THREE DAISIES VI...	Undeposited Funds	-50.00
Payment	4432630	01/23/2024	ARAMARK UNIFOR...	Undeposited Funds	-50.00
Payment	3862	01/23/2024	AURORA MILLS AR...	Undeposited Funds	-50.00
Payment	3787	01/23/2024	AURORA OUTDOO...	Undeposited Funds	-50.00
Payment	1519	01/23/2024	C & S SERVICES, L...	Undeposited Funds	-50.00
Payment	6013	01/23/2024	CREATION ELECT...	Undeposited Funds	-50.00
Payment	10013	01/23/2024	D & S SPA & GIFTS	Undeposited Funds	-50.00
Payment	38711	01/23/2024	MELTON'S HEATIN...	Undeposited Funds	-50.00
Payment	25441	01/23/2024	NORTHSIDE ELEC...	Undeposited Funds	-50.00
Payment	20443	01/23/2024	KUENZI ELECTRIC ...	Undeposited Funds	-50.00
Payment	33265	01/23/2024	PARKIN ELECTRIC...	Undeposited Funds	-50.00
Payment	2107	01/23/2024	PHEASANT RUN W...	Undeposited Funds	-50.00
Payment	5107	01/23/2024	PUDDING RIVER B...	Undeposited Funds	-50.00
Payment	10061...	01/23/2024	ROTO-ROOTER SE...	Undeposited Funds	-50.00
Payment	152208	01/23/2024	SALEM HEATING &...	Undeposited Funds	-50.00
Payment	2600	01/23/2024	RODNEY SCHAAP ...	Undeposited Funds	-50.00
Payment	62199	01/23/2024	SOUTHLAND INDU...	Undeposited Funds	-50.00
Payment	12983	01/23/2024	CLIMATE CONTROL	Undeposited Funds	-50.00
Payment	40017	01/23/2024	TRIPLETT WELLM...	Undeposited Funds	-50.00
Payment	4949	01/23/2024	WOLFER'S HOME ...	Undeposited Funds	-50.00
Payment	5531	01/23/2024	CONNECTIONS EL...	Undeposited Funds	-100.00
Payment	4577	01/25/2024	FUN OF THE FIND ...	Undeposited Funds	-100.00
Payment	165	01/25/2024	BASTELHASE	Undeposited Funds	-50.00
Payment	1060	01/25/2024	ANDERS ANDERS...	Undeposited Funds	-50.00
Payment	1539	01/25/2024	BARR-LAFORGE A...	Undeposited Funds	-50.00
Payment	3218	01/25/2024	GRANNY FI'S SHO...	Undeposited Funds	-50.00
Payment	15053...	01/25/2024	KAESER COMPRE...	Undeposited Funds	-50.00
Payment	1988	01/25/2024	PORTLAND ELECT...	Undeposited Funds	-50.00
Payment	1046	01/25/2024	PRECISION AIR, LLC	Undeposited Funds	-50.00
Payment	23423	01/25/2024	SOUTH CANBY AU...	Undeposited Funds	-50.00
Payment	8540	01/25/2024	SUNGLOW, INC	Undeposited Funds	-50.00
Payment	12783	01/25/2024	THE DAVEY TREE ...	Undeposited Funds	-50.00
TOTAL					-1,700.00
Deposit		01/31/2024		Business License ...	1,035.00
Payment	9984	01/29/2024	ASHER TRADITION...	Undeposited Funds	-50.00
Payment	30026...	01/29/2024	ASURION APPLIAN...	Undeposited Funds	-50.00
Payment	1651	01/29/2024	BRUNO TREE CAR...	Undeposited Funds	-50.00
Payment	9299	01/29/2024	BTN, INC	Undeposited Funds	-50.00
Payment	244540	01/29/2024	CHRISTENSON EL...	Undeposited Funds	-50.00
Payment	1408	01/29/2024	CHUG COFFEE	Undeposited Funds	-50.00
Payment	137	01/29/2024	CONNIE GILKISON	Undeposited Funds	-35.00
Payment	22419	01/29/2024	EARTHWORKS LA...	Undeposited Funds	-50.00

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**Aurora Business License
Deposit Detail
January 2024**

Type	Num	Date	Name	Account	Amount
Payment	55613	01/29/2024	FAST WATER HEA...	Undeposited Funds	-50.00
Payment	22011	01/29/2024	HYDRO-TEMP MEC...	Undeposited Funds	-50.00
Payment	8465	01/29/2024	INDUSTRIAL COM...	Undeposited Funds	-50.00
Payment	9736	01/29/2024	RICK WHITE ANTI...	Undeposited Funds	-50.00
Payment	2923	01/29/2024	ROTH HEATING AN...	Undeposited Funds	-50.00
Payment	5190	01/29/2024	SHEPHERD HILL A...	Undeposited Funds	-50.00
Payment	3079	01/29/2024	SUNSET HEATING ...	Undeposited Funds	-50.00
Payment	10261	01/29/2024	WATTS HEATING ...	Undeposited Funds	-50.00
Payment	1007	01/30/2024	J'SONS ELECTRIC,...	Undeposited Funds	-50.00
Payment	3017	01/30/2024	BLUE ALLEY SALO...	Undeposited Funds	-50.00
Payment	58999	01/30/2024	BLUE STAR GAS	Undeposited Funds	-50.00
Payment	9153	01/31/2024	BARNABAS REAL ...	Undeposited Funds	-50.00
Payment	3728	01/31/2024	DOUBLE J CONST...	Undeposited Funds	-50.00
TOTAL					-1,035.00