

BOARDMAN CITY COUNCIL- REGULAR MEETING MINUTES– JUNE 6, 2023
BOARDMAN CITY HALL COUNCIL CHAMBERS AND VIA ZOOM

Mayor Keefer called the meeting to order at 7:15 p.m. and led the Pledge of Allegiance.

Councilors present: Paul Keefer, Richard Rockwell, Karen Pettigrew, Cristina Cuevas, Isaac Williams, and Brenda Profitt

Councilors absent: Heather Baumgartner-excused

Staff: Rick Stokoe-City Manager Pro Tem, Jackie McCauley-Acting Recorder, Loren Dieter-Interim Police Chief, Carla McLane-Planning Official, Rolf Prag-Special Projects Coordinator, and Luis Campos

Audience: Elain Howard-Elaine Howard Consulting, LLC, Brandon Hammond, Lee Docken, Donna Irons, L. Anders, Stephen Fuss, and Torrie Griggs – Boardman Chamber of Commerce

APPROVAL OF MINUTES

May 2, 2023 – Regular Meeting

Councilor Williams made a motion to approved the May 2, 2023 Regular Meeting Minutes as presented. Councilor Rockwell seconded the motion. The motion passed 6-0 with one absence.

May 16, 2023 – Budget Committee Meeting

Councilor Cuevas made a motion to approved the May 16, 2023 Budget Meeting Minutes as presented. Councilor Profitt seconded the motion. The motion passed 6-0 with one absence.

May 23, 2023 – Special Meeting

Councilor Williams made a motion to approved the May 23, 2023 Special Meeting Minutes as presented. Councilor Cuevas seconded the motion. The motion passed 6-0 with one absence.

May 23, 2023 – Workshop

Councilor Cuevas made a motion to approved the May 23, 2023 Workshop Minutes as presented. Councilor Profitt seconded the motion. The motion passed 6-0 with one absence.

FORMAL PROCEEDINGS

Public Hearing – 2023-2024 Budget

2023-2024 Budget Hearing

Mayor Keefer called the Public Hearing to order at 7:18pm. He announced the purpose of the hearing was to take comment on the 2023-2024 City of Boardman Budget. He announced the conduct of the hearing and asked any commissioners if they wished to abstain from the hearing. There were none. He asked if there was any one who wished to challenge the impartiality of the council. There were none.

Mayor Keefer asked for the staff report. City Manager Pro Tem Stokoe said he would give the staff report as Finance Director Marta Barajas was unable to attend the meeting due to a family emergency. He said the City of Boardman Budget Committee had met on May 16, 2023 with and approved the budget in the amount of \$74,207,368.00. He asked the commission to adopt the 2023-2024 budget.

There were no proponents, opponents, or neutral comments from the public.

Mayor Keefer closed the Public Hearing at 7:21pm.

Resolution No. 10-2023

Councilor Cuevas made a motion to approve Resolution No. 10-2023, a resolution adopting the 2023-2024 City of Boardman Budget as approved by the Budget Committee on May 16, 2023 in the amount of \$74,207,368. Councilor Profitt seconded the motion. The motion passed 6-0 with one absence.

PUBLIC COMMENT

Prearranged Presentation – Elaine Howard of Elaine Howard Consulting, LLC

City Manager Pro Tem Stokoe said he had asked Ms. Howard to attend tonight to talk about a new urban renewal district on the north side of Boardman.

Ms. Howard screen shared a presentation regarding the proposed district. She explained how urban renewal districts receive revenue. The revenues are not received by raising taxes. The property owner will pay the same tax as they would without the district. If there is an urban renewal district, the treasurer distributes the taxes in that district differently. Revenues will be from the yearly property tax collections based on growth within the district boundary.

The district will have projects, programs and administration outlined as expenses and there is a spending limit, capped by Maximum Indebtedness. There are population and acreage limitations on Urban Renewal Districts, and limits on increasing the district's size.

The proposed area for the new district is north of I84. A total of 181 acres have been identified. With projects to include: extension of NE Boardman Avenue to Olson Road, improvements along NE Front Street, development of city-owned lots on NE Front Street, encourage development of cemetery-owned lots along NE Columbia Avenue, a traffic device at Main Street and Boardman Avenue, and to encourage development of a new hotel.

She said the timeline on forming a new urban renewal district will be fairly short. The city council could adopt an ordinance forming the district on September 5, 2023 and it could go into effect before October 1, 2023. She will be working with staff to prepare for the next steps in forming this new district.

Other Public Comment

Torrie Griggs – Boardman Chamber of Commerce thanked the council for presenting the information on a new urban renewal district. She announced that the 4th of July parade entries will be cut off in the next couple of weeks. The chamber luncheon will be a business round-table. She invited anyone who wants to participate to register at the chamber's website. The SAGE Center is closed this week for construction. Mayor Keefer asked if the SAGE was adding new electric vehicle charging stations. She said yes, these will be universal charging stations and will be ready to use very soon.

ACTION ITEMS

ORDINANCES

Ordinance 1-2023 – Homeless Camping

City Manager Pro Tem Stokoe explained House Bill 3115 requires the city to provide alternatives for the homeless to get services and shelter. The city has been working with other local communities to get an intergovernmental agreement to provide these services. The homeless camping ordinance is just one piece of meeting the law's requirements. It outlines where and when homeless individuals and families are allowed to camp on city-owned property.

Councilor Rockwell made a motion to approve the first reading of Ordinance 1-2023, in its entirety, an ordinance amending the City of Boardman Municipal Code, creating Title 9, Chapter 9.42, camping activities on city-owned public property for those experiencing homelessness. Councilor Williams seconded the motion. The motion passed 6-0 with one absence.

The second reading and approval of the ordinance will happen in June at a special meeting, not yet decided upon at this time. Acting Recorder McCauley will advertise the meeting when it is scheduled.

RESOLUTIONS

Resolution No. 9-2023 – CREZ II – Police SRO Grant

City Manager Pro Tem Stokoe said this resolution is for the city to be able to receive the funds from CREZ II for the school resources officer program.

Councilor Profitt made a motion to approve Resolution No. 9-2023, a resolution to accept a Columbia River Enterprise Zone II Grant to the Boardman Police Department. Councilor Williams seconded the motion. Mayor Keefer wanted clarified that this was not to pay the SRO, but just to receive the funds. The motion passed 6-0 with one absence.

Resolution No. 11-2023 – Imposing & Categorizing Taxes

Councilor Williams made a motion to approve Resolution No. 11-2023, a Resolution to Impose and Categorize Taxes for the 2023-2024 fiscal year at the rate of \$4.2114 per \$1,000 of assessed value and to levy taxes for bonded indebtedness of \$1,368,781 not subject to measure 5 nor measure 50 limitations. Councilor Profitt seconded the motion. The motion passed 6-0 with one absence.

Resolution No. 12-2023 – State Shared Revenues

Councilor Profitt made a motion to approve Resolution No. 12-2023, a resolution declaring the City's election to receive State Shared Revenues. Councilor Rockwell seconded the motion. The motion passed 6-0 with one absence.

Resolution No. 13-2023 – Appointing Custodial Treasurer

Councilor Williams made a motion to approve Resolution No. 13-2023, a resolution appointing the Morrow County Treasurer as Custodial Officer of the City of Boardman. Councilor Profitt seconded the motion. The motion passed 6-0 with one absence.

OTHER BUSINESS

2021 Audit Report

Councilor Pettigrew said the 2021 audit report was so late due to an issue with the way the broadband project was paid through the Boardman Community Development Association. Prevailing wage was not paid and the city was required to. To rectify the situation, those wages had to be paid. She is happy this audit is done. The city now uses new auditors for its audits.

Councilor Cuevas made a motion to approve the 2021 Audit as prepared by Cockburn & McClintock, LLC. Councilor Profitt seconded the motion. The motion passed 6-0 with one absence.

Liquor License Request – Dollar General

City Manager Pro Tem Stokoe explained the Dollar General is applying for an off-premises liquor license to sell wine and beer. Off-premises means customers purchase the alcohol and take it off premises to consume. Councilor Rockwell made a motion to approve the license and to authorize City Manager Pro Tem Stokoe to sign the application. Councilor Profitt seconded the motion. Councilor Rockwell said this is a standard license any business would want to sell alcohol. The motion passed 6-0 with one absence.

City Manager Recruitment

City Manager Pro Tem Stokoe said he had asked Interim Police Chief Loren Dieter to conduct the background check on Brandon Hammond. Mr. Hammond passed the background check and has accepted the terms of a contract with the city to serve as the city manager. He can start the position on August 1, 2023. Acting Recorder McCauley asked if the council would vote on hiring Mr. Hammond, and outlining the terms of the contract at tonight's meeting or would it be put on the July meeting's agenda. City Manager Pro Tem Stokoe did not believe a vote was necessary, as the city has already voted on the recruitment process, but he would check with the city's attorney to verify. There is still time at the July meeting if a vote is required.

Beautification of Amazon Site

Councilor Rockwell had asked to have this topic on the agenda. He gets questions all of the time as to what the big grey buildings are. He would like to ask Amazon if they would consider beautifying the building by painting them, perhaps with murals. He believes it would beautify the whole community. City Manager Pro Tem Stokoe said he is having discussions with Amazon, however finding a mutually

agreeable mural might prove a challenge. Councilor Pettigrew does not want to bring up the subject with Amazon until the city is able to put in the loop road from Oregon Trail Boulevard to SE Front Street. She likes the grey paint because it lasts a long time without fading.

Councilor Cuevas appreciates the idea and would like more time to process the idea before any action is taken.

Councilor Profitt said perhaps the city codes could give guidance on landscaping requirements. Acting Recorder McCauley said the Amazon site met the development code on landscaping.

REPORTS, CORRESPONDENCE AND DISCUSSION:

Police Report

Interim Police Chief Dieter said May has been the busiest month of the year so far. He attributes it to the good weather and the number of construction projects. The police department is currently reviewing four applicants for the police officer position. They are all non-certified at this time. He hopes to have panel interviews and physicals this month. Officer Shimer's last day is Thursday, June 8, 2023 with the department. The police department is looking for a certified officer to replace him in the SRO position.

Building Department Report

Building Clerk McCauley said the building department launched its new building permit portal in May. This will allow customers to apply online for building permits. So far, the contractors are liking the new system. Councilor Profitt asked on the monthly building permit report, if the Morrow County permits for the month could show how many permits were for the Boardman area separately.

Public Works Department Report

City Manager Pro Tem Stokoe said public works is still keeping busy with their daily duties and other projects as assigned.

City Manager Report

City Manager Pro Tem Stokoe said Public Works Director Kevin Kennedy has retired after 26 years of service, however will stay on long enough to hire someone who has the required certifications the city needs for its utilities. Officer George Shimer has retired after 10 years. Both will be missed.

The building department expansion is coming along and is anticipated to be completed by the end of January 2024. The cost of the building is not from tax revenues, but from building department revenues.

City hall's new generator will be online soon. One weekend in June the building will be without power while they hook it up.

The audio/video system in the council chambers is still being updated.

He is proud of staff for all of their hard work. Brandon Hammond will have a lot to do when he begins his new position in August.

Councilors

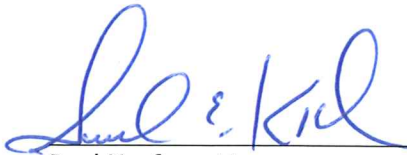
Councilor Profitt said there is a Meet & Greet for elected officials at Ordinance Brewing sponsored by Oregon Business Industry.

Mayor

Mayor Keefer wanted to invite everyone to see the new fire station. It was recently completed and the fire department has moved in. They plan to hold an open house on the 4th of July.

Acting Recorder McCauley reminded the council the next scheduled council meeting is on July 4, 2023. There was council consensus to move the meeting to Tuesday, July 11, 2023.

The meeting was adjourned at 9:08pm.



Paul Keefer – Mayor

Jackie McCauley – Acting Recorder