



CITY COUNCIL MEETING W/EXECUTIVE SESSION

September 02, 2025 at 7:00 PM
Boardman City Hall Council Chambers
MINUTES

1. CALL TO ORDER

Audio was muted until timestamp 2:27.

Mayor Keefer called the meeting to order at 7:00 PM. Mayor Keefer stated that Ordinance 8-2025 will be tabled to allow for further discussion and information to be provided to the Council.

2. FLAG SALUTE

3. ROLL CALL/EXCUSED ABSENCES

Councilors Present: Mayor Paul Keefer, Councilor Heather Baumgartner, Councilor Brenda Proffitt (arrived 8:05 PM), Councilor Cristina Cuevas, Councilor Richard Rockwell, Councilor Karen Pettigrew

Councilors Absent: Councilor Ethan Salata

4. APPROVAL OF MINUTES

A. City Council Workshop, August 5, 2025

Motion to approve the minutes of August 5, 2025 City Council Workshop as presented.

Motion made by Councilor Rockwell, Seconded by Councilor Cuevas.

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

B. City Council Meeting, August 5, 2025 – Timestamp 2:27

Motion to approve the minutes of August 5, 2025 City Council Meeting as presented.

Motion made by Councilor Cuevas, Seconded by Councilor Baumgartner.

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

5. FINANCIAL REPORT

A. Financial Report - July 2025 – Timestamp 2:49

Finance Director Barajas gave the financial report.

6. PUBLIC COMMENT

A. Prearranged Presentation - Capital Improvement Plan – Timestamp 7:14

Mike Lees, City Engineer with Anderson Perry gave an update.

B. Report Only - Chamber/BCDA July 2025 Report – Timestamp 16:13

7. ACTION ITEMS - ORDINANCES

- A. Ordinance 7-2025 Amending the Boardman Development Code Adding Shipping Container Standards – Timestamp 18:12

Motion to approve the reading by title only of Ordinance 7-2025 Amending the Boardman Development Code Adding Shipping Container Standards.

Motion made by Councilor Rockwell, Seconded by Councilor Cuevas.

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

City Manager Hammond read Ordinance 7-2025 Amending the Boardman Development Code Adding Shipping Container Standards.

8. ACTION ITEMS - RESOLUTIONS

- A. Resolution 23-2025 Public Works Standards General Requirements of the City Standards – Timestamp 21:58

Motion to approve Resolution 23-2025 a resolution adopting City of Boardman Public Works Standards.

Motion made by Councilor Baumgartner, Seconded by Councilor Rockwell.

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

- B. Resolution 24-2025 Park Naming – Timestamp 22:47

Discussion was held and the Council came to a consensus to have this returned to the Parks Master Plan Public Advisory Committee to find new park name options.

- C. Resolution 25-2025 Personnel Policy – Timestamp 37:04

Motion to approve Resolution 25-2025 a resolution adopting a Personnel Policy and repealing Resolution 3-2025.

Motion made by Councilor Rockwell, Seconded by Councilor Baumgartner.

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

9. ACTION ITEMS - OTHER BUSINESS

- A. LOC Business Meeting October 4, 2025 - Voting Delegate – Timestamp 38:47

Motion to appoint Councilor Baumgartner as the voting delegate for the LOC Business Meeting on October 4, 2025.

Motion made by Councilor Rockwell, Seconded by Councilor Cuevas.

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

- B. Appoint CREZ II Members – Timestamp 39:41

Council came to a consensus to wait for a full Council before determining Members.

- C. Appoint CREZ III Members

Council came to a consensus to wait for a full Council before determining Members.

- D. OLCC Local Government Recommendation Liquor License - Sol Azteca LLC – Timestamp 41:12

Motion to approve the OLCC Local Government Recommendation for a liquor license and authorize Police Chief Stokoe to complete the recommendation for Sol Azteca, LLC.

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

10. OTHER PUBLIC COMMENT – Timestamp 52:40

Jonathan Tallman, Boardman, OR

11. REPORTS, CORRESPONDENCE, AND DISCUSSION

A. Police Report – Timestamp 1:02:45

Police Chief Stokoe gave his report.

B. Committee Reports - Holiday Decorating Committee – Timestamp 1:03:49

Holiday Decorating Committee Member Natasha Rockwell gave an update.

C. Committee Reports - Housing Advisory Committee – Timestamp 1:06:38

Housing Advisory Committee Member Bobby Barnes gave an update and requested the Council approve \$50,000 for a Comprehensive Real Estate Development Master Plan.

Motion to approve the request for \$50,000 for the Housing Advisory Committee Master Plan.

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

D. Building Department Report – Timestamp 1:13:31

Building Official McIntire gave his report.

E. Planning Department Report – Timestamp 1:29:00

Planning Official McLane gave her report.

F. Public Works Department Report – Timestamp 1:39:01

Public Works Director Drago gave his report.

G. City Manager – Timestamp 1:45:44

City Manager Hammond gave his report.

H. Councilors – Timestamp 1:47:27

Councilors gave comments.

12. EXECUTIVE SESSION – Timestamp 1:54:50

Mayor Keefer paused the regular meeting at 8:56 PM to enter Executive Session.

- A.** The purpose of this executive session is for the City Council members to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing. ORS 192.660 (2)(i)

13. ACTION ITEMS - OTHER BUSINESS

A. Action Item - City Manager Performance Evaluation

Mayor Keefer resumed the regular meeting at 9:34 PM.

Motion to approve City Manager Hammond's evaluation with adjustments to the formatting so that all comments can be read.

Motion made by Councilor Baumgartner, Seconded by Councilor Rockwell.

Motion to amend motion [to approve City Manager Hammond's evaluation with adjustments to the formatting so that all comments can be read] to include giving City Manager Hammond a 2% deferred comp which is an increase from 1% and have the word coaching added to his contract.

Motion made by Councilor Baumgartner, Seconded by Councilor Rockwell.

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

14. ADJOURNMENT

Mayor Keefer adjourned the meeting at 9:38 PM.

Paul Keefer, Mayor

Amanda Mickles, City Clerk