



# CITY COUNCIL MEETING W/ PUBLIC HEARING & EXECUTIVE SESSION

August 06, 2024 at 7:00 PM

Boardman City Hall Council Chambers

## MINUTES

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### 1. CALL TO ORDER

Mayor Keefer called the meeting to order at 7:00 PM.

### 2. FLAG SALUTE

### 3. ROLL CALL/EXCUSED ABSENCES

Councilors Present: Mayor Paul Keefer, Councilor Heather Baumgartner, Councilor Brenda Profitt, Councilor Ethan Salata, Councilor Cristina Cuevas, Councilor Richard Rockwell, Councilor Karen Pettigrew

Mayor Keefer stated Councilor Salata was in Heppner for his EMS Shift and may need to leave the meeting if called for an emergency.

### 4. APPROVAL OF MINUTES

#### A. City Council Workshop Meeting Minutes - July 2, 2024 – Timestamp 2:06

Motion to approve the Minutes of July 2, 2024, City Council Workshop as presented.

Motion made by Councilor Baumgartner, Seconded by Councilor Rockwell.

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

#### B. City Council Regular Meeting - July 2, 2024 – Timestamp – 5:32

Motion to approve the minutes of July 2, 2024, City Council Regular Meeting as presented.

Motion made by Councilor Cuevas, Seconded by Councilor Rockwell.

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

### 5. FINANCIAL REPORT

#### A. Financial Report - June 2024 Final – Timestamp 6:12

Finance Director Barajas presented the report provided to the Council.

#### B. Financial Report - July 2024 Preliminary – Timestamp 8:07

Finance Director Barajas stated there is not a report for July as bank statements had not yet been received.

### 6. FORMAL PROCEEDINGS

#### A. Public Hearing - Appeal of CUP24-000001 – Timestamp 8:24

Mayor Keefer Opened the public hearing at 7:09 PM.

Planning Official McLane presented the staff report.

Jennifer Bragar, Attorney with Tomasi Bragar DuBay, and Rick Nye's, Principal Traffic Engineer with Greenlight Engineering, presented the appellant's testimony.

Testimony in opposition – none.

Testimony in favor – Kathy Street

Neutral testimony – none.

Mayor Keefer closed the public hearing at 8:06 PM.

Motion to keep the record open for 7 days until end of business on August 14, 2024, allowing an additional 7 days to respond which ends at end of business August 21, 2024, and continue the hearing on September 3, 2024, at 7:00 PM at Boardman City Hall Council Chambers.

Motion made by Councilor Profitt, Seconded by Councilor Rockwell.

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

Resolution 17-2024 will be moved to the September 3 meeting for action.

Councilor Salata asked to be excused due to poor internet connection at 8:47 PM.

- B. Public Hearing - Amendment - Adoption of Transit Related Documents to support City TSP Updates – Timestamp 1:46:35

Mayor Keefer opened the public hearing at 8:47 PM.

Planning Official McLane presented the staff report.

Testimony in favor – none.

Testimony in opposition – none.

Neutral Testimony – George Shimer.

Point of Order – Mayor Keefer stated the meeting will continue past 9:00 PM, Council will finish the meeting after Public Comment. Timestamp 2:01:10

Mayor Keefer closed the public hearing at 9:02 PM.

- C. Public Hearing - Amendment - Main Street "Downtown" Development Plan – Timestamp 2:02:55

Mayor Keefer opened the public hearing at 9:04 PM.

Planning Official McLane presented the staff report.

Testimony in favor - none.

Testimony in opposition - none.

Neutral testimony - none.

Mayor Keefer closed the public hearing at 9:07 PM.

- D. Public Hearing - Amendment - Commercial District Use Zone – Timestamp 2:07:30

Mayor Keefer opened the public hearing at 9:07 PM.

Planning Official McLane presented the staff report.

Testimony in favor - none.

Testimony in opposition - none.

Neutral testimony - none.

Mayor Keefer closed the public hearing at 9:13 PM.

## **7. ACTION ITEMS - ORDINANCES**

- A. Ordinance 5-2024 - Boardman Development Code Chapter 2.2 Commercial Update – Timestamp 2:13:04

Councilor Salata was reached by phone for his presence for the Ordinance action as a full Council is required.

Motion to approve the reading by title only of Ordinance No. 5-2024, an ordinance to approve an amendment to the Boardman Development Code Chapter 2.2 Commercial District.

Motion made by Councilor Baumgartner, Seconded by Councilor Cuevas.

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

City Manager Hammond read the Ordinance No. 5-2024, an ordinance to approve an amendment to the Boardman Development Code Chapter 2.2 Commercial District.

Motion to adopt Ordinance No. 5-2024, an ordinance to approve an amendment to the Boardman Development Code Chapter 2.2 Commercial District.

Motion made by Councilor Baumgartner, Seconded by Councilor Profitt.

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

Councilor Salata left the meeting.

## **8. ACTION ITEMS - RESOLUTIONS**

- A. Resolution 17-2024 - Decision on CUP24-000001

Due to the continuation of Public Hearing Appeal of CUP24-000001, Resolution 17-2024 will be moved to the September 3 meeting for action.

- B. Resolution 18-2024 - Adopting Guidance Documents for the TSP – Timestamp 2:18:20

Motion to approve Resolution 18-2024, a resolution adopting the Morrow County Coordinated Human Services Transportation Plan (2022), the Hermiston-Boardman Connector/Boardman-Port of Morrow Circular (2021), and the Morrow County/Umatilla County Transit Development Strategies (2018) as guidance of the pending update of the Boardman Transportation System Plan.

Motion made by Councilor Baumgartner, Seconded by Councilor Rockwell.

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

- C. Resolution 19-2024 - Downtown Amendment – Timestamp 2:19:06

Motion to approve Resolution 19-2024, a resolution adopting an update to the Downtown Development Plan.

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

D. Resolution 20-2024 - Contingency Transfer 2024-2025 – Timestamp 2:19:30

Motion to approve Resolution 20-2024, a resolution to decrease contingency and to increase 2024-2025 expenditures for materials and services.

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

E. Resolution 21-2024 - Escrow Account Silver Creek Contracting LLC – Timestamp 2:20:27

Motion approve Resolution 21-2024, a resolution establishing an interest-bearing escrow account for Silver Creek Contracting, LLC for work on NW Columbia Ave and assign Mayor Keefer, Council President Baumgartner, and City Manager as signers on the account.

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

F. Resolution 22-2024 - Escrow Account Granite Construction Company – Timestamp 2:22:59

Motion to approve Resolution 22-2024, a resolution establishing an interest-bearing escrow account for Granite Construction Company for work on Wilson Lane and Faler Road Sidewalk improvements and assign Mayor Keefer, Council President Baumgartner, and City Manager as signers on the account.

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

**9. ACTION ITEMS - OTHER BUSINESS**

A. Approval of the City of Boardman Charter - Final Draft – Timestamp 2:24:03

The Council gave consensus to proceed with submitting the 2024 City of Boardman Charter for vote on the general election in November 2024.

B. Letter of Support - Sunstone Solar Project – Timestamp 2:24:40

The Council gave consensus to have Mayor Keefer sign the letter of support.

**10. OTHER PUBLIC COMMENT**

Taylor Wightman discussed potential Park Committee. – Timestamp 2:30:10

**12. REPORTS, CORRESPONDENCE, AND DISCUSSION**

G. Mayor - Evaluation Process – Timestamp 2:33:50

Mayor Keefer asked the Council to discuss the City Manager Evaluation Process.

**13. EXECUTIVE SESSION**

- A. Executive Session 192.660 (2)(i) - Evaluate employment-related performance of the City Manager – Timestamp 2:40:00

Mayor Keefer stated there will not be an Executive Session at this meeting, it will be rescheduled to September 3, 2024.

**15. ADJOURNMENT**

Mayor Keefer adjourned the meeting at 9:40 PM.

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Paul Keefer – Mayor

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Amanda Mickles – City Clerk