



URBAN RENEWAL AGENCY MEETING

December 02, 2025 at 7:00 PM

Boardman City Hall Council Chambers
AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL/EXCUSED ABSENCES**
3. **APPROVAL OF MINUTES**

A. Urban Renewal Agency Meeting Minutes June 3, 2025

4. **ACTION ITEMS - RESOLUTIONS**

A. Resolution 3-2025 A Resolution Authorizing Adding Property to the North Urban Renewal Plan

5. **ACTION ITEMS - OTHER BUSINESS**

A. NE Front Street Project Loan - Business Oregon

6. **OTHER PUBLIC COMMENT**

INVITATION FOR PUBLIC COMMENT – The mayor will announce that any interested audience members are invited to provide comments. Anyone may speak on any topic other than: a matter in litigation, a quasi-judicial land use matter; or a matter scheduled for public hearing at some future date. The mayor may limit comments to 3 minutes per person for a total of 30 minutes. Please complete a request to speak card prior to the meeting. Speakers may not yield their time to others.

7. **DOCUMENT SIGNATURES**

8. **ADJOURNMENT**

Zoom Meeting Link: <https://us02web.zoom.us/j/2860039400?omn=89202237716>

This meeting is being conducted with public access in-person and virtually in accordance with Oregon Public Meeting Law. If remote access to this meeting experiences technical difficulties or is disconnected and there continues to be a quorum of the council present, the meeting will continue.

The meeting location is accessible to persons with disabilities. Upon request of an individual who is deaf or hard of hearing, accommodations such as sign language or equipment for the hearing impaired must be requested at least 48 hours prior to the meeting. To make your request, please contact the City Clerk at 541-481-9252 (voice), or by e-mail at city.clerk@cityofboardman.com.



URBAN RENEWAL AGENCY MEETING W/PUBLIC HEARING

June 03, 2025 at 7:00 PM

Boardman City Hall Council Chambers

MINUTES

1. CALL TO ORDER

Commission Vice Chair Salata called the meeting to order at 7:02 PM.

2. ROLL CALL/EXCUSED ABSENCES

Commissioners Present: URA Commissioner Brenda Profitt, URA Commissioner Ethan Salata, URA Commissioner Heather Baumgartner, URA Commissioner Cristina Cuevas, URA Commissioner Richard Rockwell, URA Commissioner Karen Pettigrew

Commissioners Absent: URA Commision Chair Paul Keefer (excused)

3. APPROVAL OF MINUTES

A. URA Meeting Minutes, January 7, 2025 – Timestamp 0:55

Motion to approve the minutes of January 7, 2025 Urban Renewal Agency Meeting as presented.

Motion made by URA Commissioner Baumgartner, Seconded by URA Commissioner Rockwell.

Voting Yea: URA Commissioner Profitt, URA Commissioner Salata, URA Commissioner Baumgartner, URA Commissioner Cuevas, URA Commissioner Rockwell, URA Commissioner Pettigrew

B. URA Budget Committee Meeting Minutes, May 13, 2025 – Timestamp 1:30

Motion to approve the minutes of May 13, 2025 Budget Committee Meeting as presented.

Motion made by URA Commissioner Profitt, Seconded by URA Commissioner Cuevas.

Voting Yea: URA Commissioner Profitt, URA Commissioner Salata, URA Commissioner Baumgartner, URA Commissioner Cuevas, URA Commissioner Rockwell, URA Commissioner Pettigrew

4. FORMAL PROCEEDINGS

A. 2025-26 URA Budget Hearing - Timestamp 2:03

Commission Vice Chair Salata opened the public hearing at 7:04 PM.

Finance Director Barajas gave the staff report.

Commission Vice Chair Salata asked for testimony in favor, opposed, or neutral. There were none.

Commission Vice Chair Salata closed the public hearing at 7:07 PM.

5. PUBLIC COMMENT

Timestamp 6:10

There was none.

6. ACTION ITEMS - RESOLUTIONS

A. Resolution 1-2025 2025-26 URA Budget Adoption – Timestamp 7:11

Commissioner Keefer joined the meeting.

Motion to approve Resolution 1-2025 a resolution adopting the Urban Renewal Agency Budget for fiscal year 2025-2026 as presented, in the amount of \$12,469,875. Further move, that the Boardman Urban Renewal Agency, certify to the Morrow County Tax Assessor, a request for the Boardman Central Urban Renewal District and the North Urban Renewal District, for the maximum amount of revenue that may be raised by dividing the taxes under Section 1c, Article IX of the Oregon Constitution and ORS Chapter 457.

Motion made by URA Commissioner Profitt, Seconded by URA Commissioner Rockwell.

Voting Yea: URA Commision Chair Keefer, URA Commissioner Profitt, URA Commissioner Salata, URA Commissioner Baumgartner, URA Commissioner Cuevas, URA Commissioner Rockwell, URA Commissioner Pettigrew

B. Resolution 2-2025 Morrow County Treasurer Custodial Officer 2025-26 – Timestamp 8:34

Motion to approve Resolution 2-2025 a resolution appointing Morrow County Treasurer as custodial officer.

Motion made by URA Commissioner Baumgartner, Seconded by URA Commissioner Rockwell.

Voting Yea: URA Commision Chair Keefer, URA Commissioner Profitt, URA Commissioner Salata, URA Commissioner Baumgartner, URA Commissioner Cuevas, URA Commissioner Rockwell, URA Commissioner Pettigrew

7. DOCUMENT SIGNATURES

8. ADJOURNMENT

Commission Vice Chair Salata adjourned the meeting at 7:10 PM.

Commission Vice Chair Ethan Salata

Amanda Mickles, City Clerk

AGENDA BILL

Urban Renewal Agency Meeting – December 2, 2025

Subject: URA Resolution 3-2025 A resolution authorizing adding property to the North Urban Renewal Plan

Category: Action Items- Resolutions

Staff Contacts: Brandon Hammond, City Manager

Summary:

The resolution explains that the North Urban Renewal Plan, originally adopted by the Boardman City Council on September 5, 2023, is being modified by the Boardman Urban Renewal Agency to add additional property to the North Urban Renewal Area in order to support road improvements. Because the amount of land being added is less than one percent of the original urban renewal area, this change qualifies as a minor amendment under Section VI of the Plan, which can be approved by resolution rather than by ordinance. The added property is specifically described in the attached Exhibits A and B, which provide the legal description and map of the area.

Attachments:

URA Resolution 3-2025
URA Resolution 3-2025 Exhibit A Map
URA Resolution 3-2025 Exhibit B
URA Resolution 3-2025 Exhibit A Legal Description

Budget/Fiscal Impact: NA

Recommendation: Approve

Proposed Council Motion:

"I move to approve Resolution 3-2025 A Resolution Authorizing Adding Property to the North Urban Renewal Plan."

**BOARDMAN URBAN RENEWAL AGENCY
RESOLUTION 3-2025**

Section 4, Item A.

**A RESOLUTION AUTHORIZING ADDING PROPERTY TO THE NORTH URBAN
RENEWAL PLAN**

WHEREAS, The North Urban Renewal Plan ("Plan") was adopted by the Boardman City Council ("City Council") on September 5, 2023, via Ordinance No. 2-2023; and,

WHEREAS, The Boardman Urban Renewal Agency ("Agency") has determined that property needs to be added to the North Urban Renewal Area ("Area") boundary to provide for road improvements; and,

WHEREAS, The addition of property under one percent of the original Area is a minor amendment as stated in Section VI of the Plan; and,

WHEREAS, A minor amendment may be adopted via a resolution of the Agency; and,

NOW, THEREFORE, BE IT RESOLVED: The Boardman Urban Renewal Agency approves the addition of property under one percent of the original acreage of the North Urban Renewal Plan to the North Urban Renewal Area as specified in the attached Exhibit A and B.

DATED this 2nd day of December 2025.

BOARDMAN URBAN RENEWAL AGENCY

Commission Chair – Paul Keefer

Commissioner – Heather Baumgartner

Commissioner – Karen Pettigrew

Commissioner – Richard Rockwell

Commissioner – Brenda Profit

Commissioner – Cristina Cuevas

Commissioner – Ethan Salata

ATTEST:

Amanda Mickles – City Clerk

EXHIBIT A – LEGAL DESCRIPTION
URBAN RENEWAL DISTRICT
CITY OF BOARDMAN, OREGON

A parcel of land located in Section 9 and the Southwest corner of Section 10, all in Township 4 North, Range 25 East, Willamette Meridian, City of Boardman, Morrow County, Oregon, and is more particularly described as follows:

Beginning at the intersection of the South right-of-way line of Northeast Front Street also being the South right-of-way line of Interstate 84, and the East right-of-way of North Main Street;

THENCE from said Point of Beginning and running North along Easterly line of North Main Street to the North right-of-way line of Northeast Front Street to the West line of Lot 1 of Block 5 of Boardman Addition;

THENCE Northerly along said West Line to the South right-of-way line of Boardman Avenue;

THENCE westerly along said South right-of-way line approximately 180 feet to the East end of the Deed No. 2003-7086 along the NE Boardman Avenue right-of-way;

THENCE southwesterly along said Deed to the east right-of-way line of North Main Street;

THENCE westerly across North Main Street to the east end of Deed No. 2003-7133;

THENCE northwesterly along said Deed to the South right-of-way line of NW Boardman Avenue and the west end of Deed No. 2003-7087;

THENCE northeasterly along said Deed to the North Main Street right-of-way line

THENCE easterly across North Main Street to the Intersection of North Main Street right-of-way line and the NE Boardman Street right-of-way line;

THENCE easterly along the North right-of-way of NE Boardman Street to the North-South centerline of said Section 9.

THENCE southerly along said North-South centerline to the South line of NE Boardman Avenue;

THENCE continuing southerly along said North-South centerline approximately 140 feet more or less, to the southerly line of the existing construction of Block B of Hansen's First Addition to Boardman;

THENCE easterly along said south line to point on the easterly right-of-way of East 2nd Street;

THENCE southerly along said East right-of-way to the northwest corner of the Alley way as shown on the 2nd BMCC Replat;

THENCE easterly along said north line of Alley way right-of-way to the West right-of-way line of NE 3rd Street;

THENCE North along said West right-of-way line to the Southeasterly corner of Lot 21 of Hansen's First Addition to Boardman;

THENCE Southeasterly to the Westerly most corner of Lot 5 of Hansen's First Addition to Boardman;

THENCE Southeasterly along said Lot 5 to the east line of Hansen's First Addition to Boardman;

THENCE Northerly along said East line to the East-West centerline of said Section 9;

THENCE westerly along said East-West centerline to the East line of the Southwest one-quarter of the Northeast one-quarter;

THENCE north along said East line to the Southerly right-of-way line of Columbia Avenue NE;

THENCE westerly along said Southerly right-of-way line to the East right-of-way line of North Main Street;

THENCE Northerly along said East right-of-way line to the South right-of-way line of Union Pacific Railroad;

THENCE easterly along said South right-of-way line along Phase II and Phase III as shown on County Survey Map No. C-388-K (folder no. 00448) of Morrow County Survey Records;

THENCE southerly along said East line of Phase III to the North right-of-way line of Columbia Avenue Northeast;

THENCE easterly along said Northerly right-of-way line to the East line of Phase V & VI as shown on said County Survey Map No. C-388-K;

THENCE northerly along said East line to the North right-of-way line of United Pacific Railroad also being the Southerly line of Parcel 1 as shown on Partition Plat 2019-9;

THENCE westerly along said Southerly line to the West line of said Parcel 1 to the North right-of-way line of Marine Drive;

THENCE easterly along said North right-of-way to the west line of Port Drive as shown on Road Dedication Survey of Port Drive County Survey No. 2021-1922C;

THENCE northerly along said West right-of-way line to the end of Port Drive;

THENCE northeasterly to the North line of Parcel 2;

THENCE easterly along said Parcel 2 to the East right-of-way line of Marker 40 Drive;

THENCE south along said East right-of-way line to the South right-of-way line of Marine Drive and the north right-of-way line of United Pacific Railroad;

THENCE westerly along said North right-of-way line to the extension of the West line of Lot 4 Block One of C Locke Sr. Industrial Park;

THENCE southerly along the extension of the Lot 4 to the North right-of-way line of Puskarich Avenue;

THENCE easterly along said Northerly right-of-way line to the West line of Lot 8 Block One of C Locke Sr Industrial Park;

THENCE north along said West line to the northwest corner of said Lot 8;

THENCE east along said north line of Lot 8 to the East right-of-way line of Olson Road;

THENCE south along said East line of Olson Road to the North property line of Parcel 1 as shown on Partition Plat No. 2015-8;

THENCE east along said North property line to the East property line of said Parcel 1;

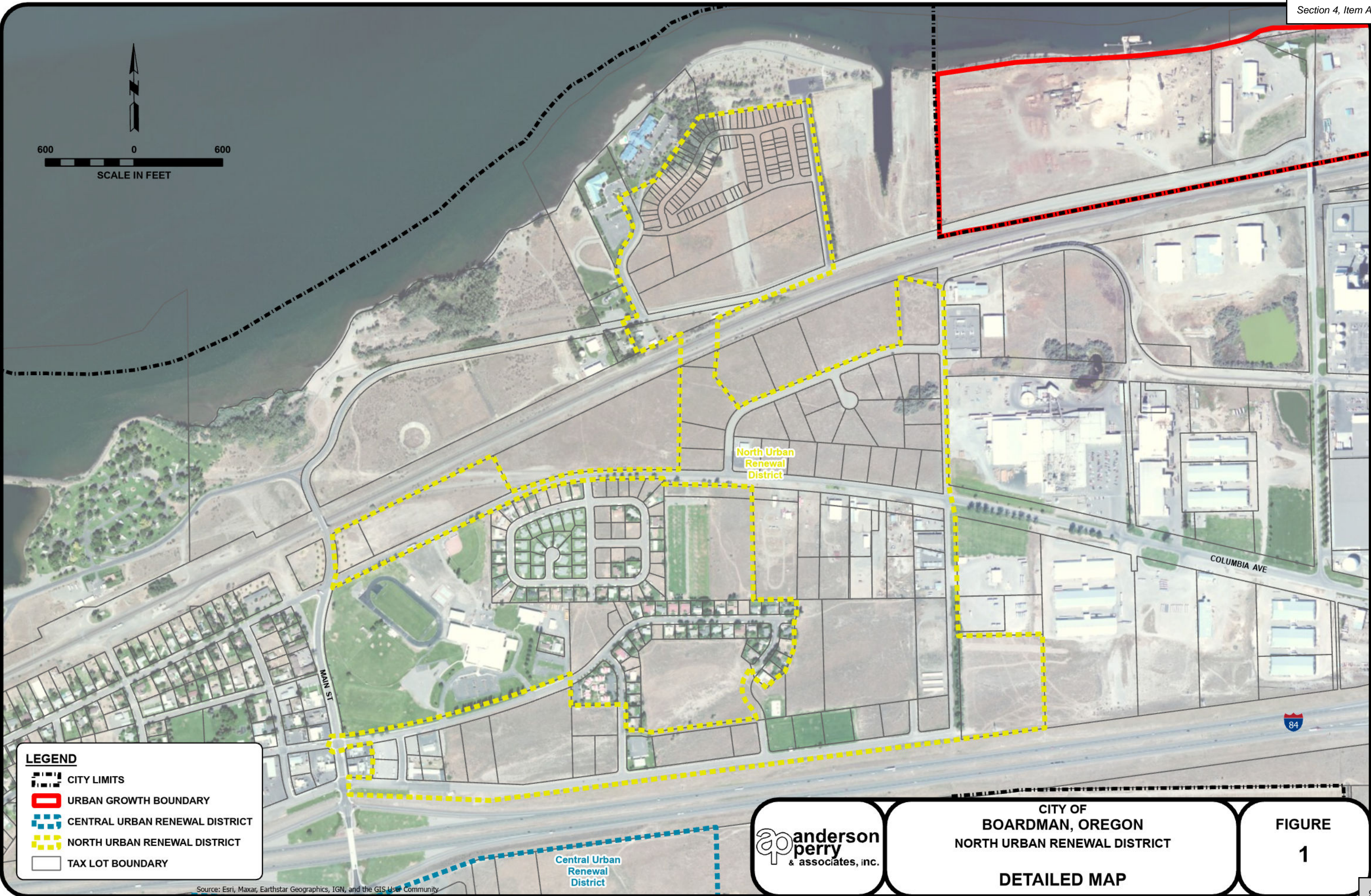
THENCE south along said East line to the North right-of-way line of said Interstate 84;

THENCE westerly along said North right-of-way line to the **Point of Beginning**.

Prepared by Anderson-Perry & Associates, Inc.

November 21, 2025

\\lapaladig\GIS Dept Active Projects\APGIS Clients\Boardman\439-58 Boardman North Urban Renewal District\ArcGIS Pro Projects\439-58 Boardman NURD - Map Production.aprx. 439-58 FIG02 Updated 11/21/2025



The following properties are added to the North Urban Renewal Area:

Legal Description in Exhibit A

Table 1 reflects the current status of urban renewal in Boardman. The assessed values are from the SAL 4a and 4e reports from the Morrow County assessor's office.

Table 1. Acreage and Assessed Value Calculations

	Acreage	Assessed Value
A. Central Urban Renewal Area	168.6	\$3,153,630
B. North Urban Renewal Area original acreage	181.1	\$12,658,160
North Urban Renewal Acreage added in Dec 2025 via Res. No. 3-2025	1.1	
C. Total Acreage/Assessed Value in URDs	349.7	\$15,811,790
E. Excess Value		\$23,525,523
F. City of Boardman	2,839	\$825,874,336
% of City Acreage $= (C/F)$	12.3%	
% of City Assessed Value $= (C/(F-E))$		1.97%

An urban renewal agency may add acreage up to 1% of the original acreage through a minor amendment to the urban renewal plan. A city council may add acreage over 1% and up to 20% of the original acreage through a substantial amendment to the urban renewal plan. Table 2 indicates the acreage restrictions for the North Urban Renewal Area.

Table 2. Acreage Tracking for the North Urban Renewal Area

	Acreage
Original Acreage	181.1
1% allowed	1.81
2025 Amendment	1.1
Remaining under 1% rule	.7
20% original allowed	36.22
Remaining under 20% rule	35.12

AGENDA BILL

Urban Renewal Agency Meeting – December 2, 2025

Subject: NE Front Street Project Loan- BIZ Oregon

Category: Action Items- Other Business

Staff Contacts: Brandon Hammond, City Manager

Summary:

In October 2025, the City adopted an updated Capital Improvement Plan that includes improvements to NE Front Street, with a design budget approved for the 2025–26 fiscal year. To secure the most competitive pricing for construction, the City intends to solicit bids in January/February and begin construction in March. Because this construction start date precedes the new fiscal year, the City plans to obtain a \$1.9 million loan through BIZ Oregon to cover the funding gap. This loan will be repaid entirely from property tax revenues generated within the North Urban Renewal District.

Attachments:

BIZ Oregon Letter to Apply
General Application

Budget/Fiscal Impact: \$1.9 million

Recommendation: Approve

Proposed Council Motion:

“I move to approve the City of Boardman apply for a loan from the Special Public Works Fund and that property taxes from North Urban Renewal District be allocated as the repayment of said loan.”



November 7, 2025

Mr. Paul Keefer, Mayor
City of Boardman
200 City Center Circle
PO Box 229
Boardman, OR 97818

RE: Invitation to Apply for Special Public Works Fund, City of Boardman- NE Front Street Improvements, SPWF #132-16494

Dear Mayor Keefer:

Business Oregon is pleased to invite you to submit an application for funding for the above referenced project.

Please submit the enclosed Application and the Application Supplement form(s) to our office.

We request that you complete the Application and Application Supplement within 45 days of receiving this letter. (December 22, 2025)

Should you have any questions, please contact me at (971) 382-2187 or e-mail to: gail.nelson@biz.oregon.gov. I will be your Business Oregon point of contact for this project moving forward.

Sincerely,

Gail Nelson

Gail Nelson, Regional Project Manager
Business Oregon

Enclosures

c: Brandon Hammond, City Manager
Ryan DeGrofft, Business Oregon Regional Development Officer
File

General Application

775 Summer St NE, Suite 200
Salem, OR 97301-1280

Applicant

City of Boardman

Name

Federal Tax ID Number

Street Address

Mailing Address

Organization Type:

☐ City

☐ County

☐ Special District under
ORS _____

☐ Port District under
ORS _____

☐ Tribe

Contact Name

(Person we should contact with project questions)

Title

Phone Number

Fax Number

Email Address

Representation (Information may be found at www.leg.state.or.us/findlegsltr)

Senate District Number

Senator's Name

House District Number

Representative's Name

Project Information

Project Name: (e.g., Stayton Water System Improvements)

Opportunity/Problem

Briefly describe the opportunity or problem facing the applicant:

Response to Opportunity/Problem

Briefly describe the major alternatives considered to address this opportunity or problem:

Detailed Project Description

Clearly describe the proposed project work to be accomplished:

Project Work Plan

List project activity milestones with estimated start and completion dates. Identify estimated date of first cash draw:

Activity	Estimated Date	
	Start	Completion

Estimated First Draw Date: May 1, 2020

Project Budget

List individual project budget line items with requested budgeted amounts by IFA and non-IFA funding sources. Change budget column labels to identify the specific requested IFA funding sources. Non-IFA sources are those funds other than those requested from IFA.

Please be aware that the award loan amount will be subject to a less than 1% issuance fee if the loan is included in the Oregon Bond Bank. Please contact Business Oregon for additional information.

Budget Line Item (Adjust budget items to suit the project) <i>Below are general items most used</i>	IFA Funding		Non-IFA	Total
	Source 1	Source 2	Funds	
Engineering/Architecture	\$0	\$0	\$0	\$0
Construction				0
Construction Contingency				0
Land Acquisition				0
Legal				0
Construction Management				0
Other (Specify)				0
Other (Specify)				0
Other (Specify)				0
Other (Specify)				0
Totals	0	0	0	0

Details of Non-IFA Funds

Source of Non-IFA Funds	Amount	Status: C-Committed, A-Application S-Submitted, AI-Application Invited, PS-Potential Source	Dates Required Funds will be Committed and Available
	\$0		
Totals	0		

If “Non-IFA funds” include USDA Rural Development funding that will require interim financing, please indicate the source of the interim financing.

General Certification

I certify to the best of my knowledge all information, contained in this document and any attached supplements, is valid and accurate. I further certify that, to the best of my knowledge:

1. The application has been approved by the governing body or is otherwise being submitted using the governing body's lawful process, and
2. Signature authority is verified.

Check one:

- ☐ Yes, I am the highest elected official. (e.g., Mayor, Chair or President)
- ☐ No, I am not the highest elected official so I have attached documentation that verifies my authority to sign on behalf of the applicant. (Document such as charter, resolution, ordinance or governing body meeting minutes must be attached.)

The department will only accept applications with proper signature authority documentation.

Signature

Date

Printed Name

Printed Title

FOR BUSINESS OREGON USE ONLY

Concept Number

Intake Approval Date

Project Type:

- ☐ Planning ☐ Construction ☐ Other:
- ☐ Design ☐ Design & Construction