



URBAN RENEWAL AGENCY MEETING

January 06, 2026 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 December 2, 2025

4. ACTION ITEMS - OTHER BUSINESS

A. Appoint Budget Officer - Budget Committee

B. 2026-2027 Budget Calendar

5. 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.

6. DOCUMENT SIGNATURES

7. 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

December 02, 2025 at 7:00 PM

Boardman City Hall Council Chambers
MINUTES

1. CALL TO ORDER

Commission Chair Keefer called the meeting to order at 7:01 PM.

2. ROLL CALL/EXCUSED ABSENCES

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

3. APPROVAL OF MINUTES

A. Urban Renewal Agency Meeting Minutes June 3, 2025 – Timestamp 0:30

Motion to approve the Urban Renewal Agency Meeting Minutes June 3, 2025 as presented.

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

4. ACTION ITEMS - RESOLUTIONS

A. Resolution 3-2025 A Resolution Authorizing Adding Property to the North Urban Renewal Plan – Timestamp 0:55

Motion to approve Resolution 3-2025 a resolution authorizing adding property into the North Urban Renewal Plan.

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

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

5. ACTION ITEMS - OTHER BUSINESS

A. NE Front Street Project Loan - Business Oregon – Timestamp 2:08

Motion 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.

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

Voting Yea: URA Commision Chair Keefer, URA Commissioner Profitt, URA

Commissioner Salata, URA Commissioner Baumgartner, URA Commissioner Cuevas,
URA Commissioner Rockwell, URA Commissioner Pettigrew

6. OTHER PUBLIC COMMENT – Timestamp 9:05

There were none.

7. ADJOURNMENT

Commission Chair Keefer adjourned the meeting at 7:11 PM.

Paul Keefer, Commission Chair

Amanda Mickles, City Clerk

AGENDA BILL

Urban Renewal Agency Meeting – January 6, 2026

Subject: Annual Budget Appointment and Adoption

Category: Action Item-Other Business

Staff Contacts: Marta Barajas, Finance Director

Summary:

Cities need to adopt and approve an annual budget to legally authorize spending and ensure public funds are used transparently and responsibly. An annual budget process sets priorities for the coming fiscal year, aligns revenues with planned services and capital projects, and establishes spending limits and appropriations so departments can operate with clear authority and accountability. It also provides a formal opportunity for community input and helps the city meet state legal requirements, maintain financial stability, and plan for future needs.

Attachment:

2026-27 Budget Calendar URA

Budget/Fiscal Impact: NA

Recommendation: NA

Proposed Council Motion:

I move to approve the 2026-27 Budget Calendar for the Urban Renewal Agency.

2026 - 2027 BUDGET CALENDAR

Jan. 6, 2026	Appoint Budget Officer and Budget Committee
Feb. - April 2026	Prepare proposed budget
April 29, 2026	Publish 1 st Notice of Budget Committee Meeting
May 6, 2026	Publish 2 nd Notice of Budget Committee Meeting
May 12, 2026	Budget Committee meeting7:00 pm
May 26, 2026	Second Budget Committee meeting (if needed)7:00 pm
May 27, 2026	Publish Notice of Budget Hearing & Budget Summary
June 2, 2026	Budget Hearing7:00 pm
June 2, 2026	Enact Resolution to Adopt
July 15, 2026	Submit tax certification documents to Tax Assessor
Sept. 30, 2026	Send copy of all budget documents to County Clerk