Mayor Sandy Toms called the meeting to order at 7:15 p.m. and she led the group in the Pledge of Allegiance. Roll call was taken:

Councilors present: David Jones, Brenda Profitt, Sandy Toms, Neil Livingston, and Art Kegler (departed at 8:03pm)

Councilors absent: Marc Rogelstad

Staff: Karen Pettigrew-City Manager, Jackie McCauley-Acting Recorder, Barry Beyeler-Community Development Director, and Rick Stokoe-Chief of Police

Audience: Claudia Cantu-Community and Shelter Assistance Corp.(CASA), Rod Walker-Oregon Child Development Coalition(OCDC), and Rebecca Gardner-Oregon Child Development Coalition(OCDC)

Approval of Minutes – September 16, 2014 – Regular Meeting
Councilor Jones motioned to approve the minutes of September 16, 2014 as presented. Councilor Profitt seconded the motion. The motion passed 5-0 with 1 absent and 1 vacancy.

Councilor Kegler motioned to approve the Financial Report Ending September 30, 2014. Councilor Livingston seconded the motion. A roll call vote was taken: Councilor Jones-yes, Councilor Profitt-yes, Councilor Livingston-yes, Councilor Kegler-yes, Mayor Toms-yes. The motion passed 5-0 with 1 absent and 1 vacancy.

City Manager Pettigrew said a check for $129,000 for the sale of property at Tower Road was not on this financial report as it was received in October.

Introductions
City Manager Pettigrew introduced Claudia Cantu of CASA. Claudia Cantu introduced Rod Walker and Rebecca Gardner of OCDC.

Public Comment
Grant Sponsor Request-Migrant Head Start Project
Claudia Cantu said CASA had previously worked within the city to complete two other projects. She is asking the City of Boardman to sponsor a Community Block Grant in the amount of two million dollars. She is working with OCDC to construct a Migrant Head Start school building. The cost of the project is over two million dollars, however OCDC has the rest of the funds for the project.

Mr. Rod Walker of OCDC said currently they operate two pre-schools in Umatilla County. There are about 60 students from Boardman who are being bused from Boardman to Hermiston for those programs. They would like to construct an 8000 sq. ft. building to expand services to migrant families in Boardman. The funding stream for the grant serves children and families of farm workers. When asked about how it would affect the current Head Start Program in Boardman, Mr. Walker said it would complement their program. Councilor Profitt mentioned Boardman students ranked lowest in the state for school readiness. Mr. Walker said Head Start is focusing on school readiness.

When asked about when the project would begin, Mr. Walker said they hope to have the grant application in on time to apply by the end of the year. If they are successful they hope to begin construction by the middle of next year. Mr. Walker said they just made an offer on property on Kinkade Road, adjacent to the Boardman City Hall for the school building.
Councilor Livingston asked if they are successful in getting the grant and construct the building, how will they pay for upkeep? Mr. Walker said they already have the funding for that.

Claudia Cantu explained why the city would need to sponsor the grant. A Community Block Grant through the state requires a city or county to apply for the grant. The city would then be fiscally responsible for the project and for making sure the project remains a Migrant Head Start for five years. CASA could be hired by the city to be the grant administrator; the grant includes money for paying for the grant administrator.

Councilor Kegler said the project sounds great, however he would like to know more specifics, demographics, and numbers on the costs per student, and how this would affect the Boardman community. Mr. Walker said the building could hold 80 children. There would be eight classrooms and would employ about 30 people including cooks, bus drivers, etc.

Councilor Livingston wanted to know what benefits they have seen in the other communities with the Migrant Head Start programs. Mr. Walker said benefits include jobs, the use of local suppliers, and school readiness for preschoolers.

Councilor Jones asked if the programs offered at the Migrant Head Start School could be offered to other members of the community who do not qualify as low income or migrant. Mr. Walker said migrant dollars cannot be used to subsidize programs outside those guidelines.

City Manager Pettigrew talked to the Head Start Program in Hermiston and they are happy with their program. Morrow County Schools are very supportive of the Migrant Head Start Program. Also, applying for the grant does not guarantee the grant will be awarded, it may take years of applying before anything happens. Ms. Cantu is familiar with the process and if the city should hire CASA to administer the grant, Ms. Cantu will do a good job.

Councilor Profitt motioned to sponsor the application of a State of Oregon Community Block Grant in the amount of two million dollars for the construction of the Migrant Head Start School in Boardman. Councilor Kegler seconded the motion. A roll call vote was taken: Councilor Jones-yes, Councilor Profitt-yes, Councilor Livingston-yes, Councilor Kegler-yes, Mayor Toms-yes. The motion passed 5-0 with 1 absent and 1 vacancy.

**Action Items**

**Tuscany of Boardman Subdivision**

City Manager Pettigrew asked for a motion to accept easements, utilities, and streets for the Tuscany of Boardman Subdivision, and to authorize the mayor to sign the plat. Councilor Jones motioned to accept the easements, utilities, and streets for the Tuscany of Boardman Subdivision and to authorize the mayor to sign the plat. Councilor Kegler seconded the motion. The motion passed 5-0 with 1 absent and 1 vacancy.

**If I Were Mayor Contest**

Mayor Toms would like to get Council’s permission to award prizes to winners of the “If I Were Mayor” Contest sponsored by the City of Boardman and the Oregon Mayor’s Association. The contest will be offered locally to students in the 4th through 12th grades. There will be a poster, essay, and digital presentation contest, with winners in each category. The local winners will be included in the statewide contest for a chance to win an iPad and to attend the Oregon Mayor’s Conference in 2015.

After much discussion about what the prize awards should be, Councilor Jones motioned to award $25 to the poster contest winner, $50 for the essay contest winner, and $100 to the digital presentation contest winner. Councilor Kegler seconded the motion. A roll call vote was taken: Councilor Jones-yes, Councilor Profitt-yes, Councilor Livingston-yes, Councilor Kegler-yes, Mayor Toms-yes. The motion passed 5-0 with 1 absent and 1 vacancy.
City, County, Port Meeting
City Manager Pettigrew asked for a head count of the council who will be attending the Wednesday, October 8th, 2014 City, County, Port Meeting. It will be at the Port of Morrow, dinner at 5:30pm and meeting at 6:00pm. A representative from PGE will be there to speak. Four councilors confirmed they will be in attendance.

At 8:03pm Councilor Kegler was excused for a previous engagement.

Reports, Correspondence and Discussion
Police Report
Chief Stokoe asked for questions regarding the police report in the packet. There were none. The city put out a press release announcing Boardman had been ranked twenty second on the SafeWise Report of Safest Cities in Oregon. Baker City came in first and Umatilla came in tenth.

Chief Stokoe, along with other city staff has been working with the contractors moving oversized equipment from the Port to the PGE project on Tower Road. The oversized equipment will be moved on October 13th. The chief said it would begin around 3:00am.

Committee Reports
Christmas Decoration Committee – Mayor Toms said Interim Chamber Director Dean Kegler has set a date for the Christmas Decoration Committee's first meeting. It will be Friday, October 17th at 1:00pm at City Hall. There was some confusion as to who needed to be notified of the meeting, so Mayor Toms will get the emails of all the people who worked on the committee last year and notify them.

City Manager’s Report
Cindy Tuttle of Oregon DMV came to Boardman to talk about possibly locating a DMV office in Boardman. City Manager Pettigrew said this was her third visit regarding the subject. She said Ms. Tuttle had not said no to an offer of locating at the old city shop building in the office the Chamber of Commerce vacated last year. The DMV is looking to contract out the Student Drivers Program. Councilor Profit thought perhaps they should do the same for the CDL Program.

Councilor’s Report
Councilor Jones reported the League of Oregon Cities Annual Conference was interesting, especially the gubernatorial race.

Councilor Profit reminded everyone the deadline for applying for the Community Collaborations class is October 24th. Also, the October 31st class may be rescheduled because of Halloween events. She has applications if anyone need one.

Councilor Livingston reported on upcoming high school football games. The team needs the communities support. At the October 17th homecoming football game, there will be a “white out” fundraiser where participants buy specially-made white out t-shirts. Chief Stokoe reminded Councilor Livingston about the need for a parade permit if the high school is doing a parade.

Mayor’s Report
Mayor Toms said the League of Oregon Cities Annual Conference was good. She learned a lot. She attended all three classes on marijuana dispensaries. She learned Washington state is struggling with their new law.
Executive Session
At 8:20pm the meeting was recessed for an executive session for ORS 192.660 (2)(b) regarding personnel and ORS 192.660 (2)(e) regarding property.

At 8:58pm the meeting resumed.

Assignment of Interim City Manager – In the Case of Absence or Disability
Councilor Jones motioned that in the event the city manager is unable to do so, the chief of police will exercise the powers of the city manager due to the city manager’s temporary absence or disability. Councilor Profitt seconded the motion. The motion passed 4-0 with 2 absent and 1 vacancy.

The meeting was adjourned at 9:00pm

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Sandy Toms – Mayor     Jackie McCauley – Acting Recorder