

The meeting was called to order by Chairman Sandy Toms at 8:05 p.m. and led the group in the Pledge of Allegiance. Roll call was taken:

Commissioners:	Sandy Toms, Marc Rogelstad, Brenda Profitt, Neil Livingston, Tony Navarro, and Christie Perry
Absent:	David Jones
Executive Director:	Karen Pettigrew
Budget Officer:	Tom Kligel
Staff:	Lila Killingbeck-Recorder, and Barry Beyeler
Audience:	Brenden Buckley-Johnson Reid Consultant, and Mr. Garcia-Riverside High Student

It has been past practice that the Mayor would be the Chairman of the Urban Renewal Agency. Chairman Toms nominated Commissioner Livingston as Vice Chairman. Commissioner Perry seconded the nomination. There were no other nominations. Chairman Toms asked for a vote. All were in favor.

Commissioner Perry moved to approve the minutes of the December 11, 2012 meeting as presented. Commissioner Profitt seconded the motion. All were in favor.

Director Pettigrew introduced Mr. Brenden Buckley, a consultant of Johnson Reid, LLC. Mr. Buckley stated that because of the election which brought changes in the Councilors and Mayor for the City, he would like to update the Commission about the process that will be needed to continue with the feasibility study for the West Boardman Urban Renewal District. He stated that there would be a focus on the resource for tax increment financing. The boundary would need to be determined; at this time there is a preliminary boundary. There would need to be a feasibility study done on tax collections, CIP projects that could be funded, and finalizing a plan and report. He plans to have this information gathered and ready to be presented in a report by March. He will work with staff to gather the required information. He is anticipating monthly meetings to report progress. Commissioner Profitt asked about the map area only having one or two property owners. Mr. Buckley will be gather data and then scheduling a work session with the Commissioners.

Director Pettigrew asked some questions regarding uses of funds for Central Boardman URA on the upgrade to S. Main. Mr. Buckley stated that URA funds can be used for major projects, but not for general maintenance. There will need to be an amendment to the Central Boardman URA Plan to include the South Main Street project in the Capital Improvement Projects list. That would mean some public hearings and language and data changes to amend the Central Boardman URA plan.

Director Pettigrew stated the she would be preparing an Urban Renewal Agency book for each Commissioner so that their information could be at hand for meetings.

**Meeting was adjourned at 8:30 p.m.**

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Sandy Toms-Chairman

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Lila Killingbeck, Recorder