

*555 Liberty St SE  
Salem, OR 97301*



## **Final Action Agenda - Minutes - Draft**

**Monday, December 9, 2024**

**6:00 PM**

**Council Chambers / Hybrid Meeting**

**City Council**

This meeting is being conducted both in-person and remotely and allows remote attendance by the governing body, when requested. Interested persons may attend the meeting in Council Chambers or view the meeting in real-time on the City of Salem YouTube Channel, thanks to a partnership with CC:Media. Comcast Cable subscribers can watch on CC:Media Channel 21. Please submit comments on agenda items by 5:00 p.m., or earlier, on the day of the meeting at [cityrecorder@cityofsalem.net](mailto:cityrecorder@cityofsalem.net). If attending the meeting remotely, public comment and testimony may be provided during the meeting via Zoom. Remote attendees must pre-register between 8:00 a.m. and 4:00 p.m. on the day of the meeting using this link: <https://www.cityofsalem.net/comment-at-council>

**EXECUTIVE SESSION**

None.

**WORK SESSION**

None.

**1. OPENING EXERCISES: (Includes call to order, roll call, pledge of allegiance, announcements, proclamations, ceremonial presentations, and Council comment)**

**Call to Order**

6:11 p.m.

**Roll Call**

- Present:** 8 - Councilor Hoy, Councilor Phillips, Councilor Stapleton, Councilor Gonzalez, Councilor Varney, Councilor Nishioka, Mayor Hoy, and Councilor Gwyn
- Absent:** 1 - Councilor Nordyke

**1.1 APPROVAL OF ADDITIONS AND DELETIONS TO THE AGENDA**

None.

**1.2 COUNCIL AND CITY MANAGER COMMENT**

Comments by: Councilor Phillips, Mayor Hoy, and Councilors Stapleton and Gonzalez.

**1.3 PROCLAMATIONS**

None.

**1.4 PRESENTATIONS**

None.

**2. PUBLIC COMMENT: (Comment on agenda items other than public hearings and deliberations)**

The following individuals provided comments:

Tom Hoffert, CEO, Salem Chamber of Commerce, 1110 Commercial Street SE, 2024 Year in review

The following individual provided comments remotely:

Phil Carver, 350 Salem Oregon, Item 6.b, File 24-478

**3. CONSENT CALENDAR: (Includes approval of minutes, adoption of routine resolutions, and items of business requiring Council action)**

A motion was made by Councilor Nishioka to approve the consent calendar. The motion was seconded by Councilor Phillips.

Comments by Councilor Nishioka.

The motion CARRIED by the following vote:

**Aye:** 8 - Hoy, Phillips, Stapleton, Gonzalez, Varney, Nishioka, Hoy, and Gwyn

**Nay:** 0

**Absent:** 1 - Nordyke

**Abstain:** 0

**3.1 MINUTES**

**3.1a.** [24-508](#) December 2, 2024 Draft City Council Minutes

**Action: Approved.**

**3.2 RESOLUTIONS**

**3.2a.** [24-479](#) Initiation of Eminent Domain / Condemnation Proceedings Related to the 2022 Safety and Livability Bond Bridges Rehabilitation Project

Ward(s): Ward 1

Councilor(s): Councilor Stapleton

Neighborhood(s): NEN

Result Area(s): Safe, Reliable and Efficient Infrastructure.

**Adopted Resolution 2024-48, authorizing eminent domain proceedings to acquire right-of-way and easements from 1690 Winona Court NE for construction of improvements related to the 2022 Safety and Livability Bond Bridges Rehabilitation project.**

- 3.2b. [24-506](#) Resolution adopting updates to City Council Policy C-14 - Utility Fund Financial Policy

Ward(s): All Wards  
Councilor(s): All Councilors  
Neighborhood(s): All Neighborhoods  
Result Area(s): Good Governance; Natural Environment Stewardship; Safe and Healthy Community; Safe, Reliable and Efficient Infrastructure; Strong and Diverse Economy; Welcoming and Livable Community.

**Adopted Resolution No. 2024-49, updating Council Policy C-14 - Utility Fund Financial Policy.**

### 3.3 ACTION ITEMS

- 3.3a. [24-491](#) Reappointment of Sara Williams as Municipal Judge Pro Tempore

Ward(s): All Wards  
Councilor(s): All Councilors  
Neighborhood(s): All Neighborhoods  
Result Area(s): Safe Community

**Reappointed Sara Williams as a Municipal Judge Pro Tempore for the Salem Municipal Court for a two-year term.**

- 3.3b. [24-499](#) Reappointment of Lynda Olson as Municipal Judge Pro Tempore

Ward(s): All Wards  
Councilor(s): All Councilors  
Neighborhood(s): All Neighborhoods  
Result Area(s): Safe Community

**Reappointed Lynda Olson as a Municipal Judge Pro Tempore for the Salem Municipal Court for a two-year term.**

- 3.3c. [24-500](#) Appointment of Russell Barnett III as Municipal Judge Pro Tempore

Ward(s): All Wards  
Councilor(s): All Councilors  
Neighborhood(s): All Neighborhoods  
Result Area(s): Safe Community

**Appointed Russell Barnett III as a Municipal Judge Pro Tempore for the Salem Municipal Court for a two-year term.**

**3.3d.** [24-501](#)

Appointments to the Downtown Advisory Board, Salem Public Library Advisory Board, Salem Parks and Recreation Advisory Board, Salem Planning Commission, and Citizens Advisory Traffic Commission.

Ward(s): All Wards  
Councilor(s): All Councilors  
Neighborhood(s): All Neighborhoods  
Result Area(s): Good Governance

**The following applicants were appointed:**

**Downtown Advisory Board:**

**Erik Taylor was appointed to a first term, expiring December 31, 2027;  
Angie Oven was appointed to a first term, expiring December 31, 2026.**

**Salem Public Library Advisory Board:**

**Debbie Lockhart was appointed to a first term, expiring June 30, 2026.**

**Salem Parks and Recreation Advisory Board:**

**Alan Holland was reappointed to a second term expiring, December 31, 2027;  
Mauricio Flores was reappointed to a first term expiring, December 31, 2027;  
Rick Hartwig was appointed to a first term expiring, December 31, 2027;  
Sigrid Olsen was appointed to a first term expiring, December 31, 2027.**

**Salem Planning Commission:**

**Marissa Theve was reappointed to a first term expiring, December 31, 2028.**

**Citizens Advisory Traffic Commission:**

**Kenneth Cannady-Shultz was reappointed to a second term, expiring December 31, 2027;  
Jacqueline Roche was appointed to a first term, expiring December 31, 2027;  
Ramona Murtha was appointed to a first term expiring December 31, 2027.**

## 4. PUBLIC HEARINGS

4.a. [24-457](#)

Public Hearing to renew the Tourism Promotion Area in Salem for an additional five years.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Strong and Diverse Economy.

**Staff presentation by Kelli Blechschmidt, Management Analyst, Budget Office.**

**Persons testifying:**

**Matt Smith, The Holman Hotel, 195 Commercial Street SE**

**Luke Emanuel, Marion Berries Baseball Club, Ward 2**

**Michelle Cordova, Executive Director, Willamette Heritage Center, 1313 Mill Street SE**

**Questions for staff: Councilor Hoy, Kelli Blechschmidt, and Councilor Varney.**

**A motion was made by Councilor Nishioka to approve the renewal of the Tourism Promotion Area for an additional five years. The motion was seconded by Councilor Stapleton.**

**Questions or Comments by: Councilor Nishioka, Mayor Hoy, and Councilors Stapleton and Gonzalez.**

**The motion CARRIED by the following vote:**

**Aye:** 8 - Hoy, Phillips, Stapleton, Gonzalez, Varney, Nishioka, Hoy, and Gwyn

**Nay:** 0

**Absent:** 1 - Nordyke

**Abstain:** 0

**5. SPECIAL ORDERS OF BUSINESS: (Items deferred from the Consent Calendar; Mayor and Councilor Items; Items which require a selection among options; or of special importance to Council; management reports; presentations by City boards, commissions, committees, or outside agencies)**

5.a. [24-470](#)

Modification of Council’s decision approving a Comprehensive Plan Map Designation and Zone change to Industrial and IG (General Industrial) for property located at 650 15th Street SE, subject to conditions of approval.

The comment period for this item is closed. No written or oral public comment is permitted on this item pursuant to Oregon law.

Ward(s): Ward 2

Councilor(s): Nishioka

Neighborhood(s): Southeast Salem Neighborhood Association

Result Area(s): Welcoming and Livable Community

**Staff presentation by Peter Domine, Planner, Community Planning and Development Department.**

**Questions or Comments by: Councilor Varney, Peter Domine.**

**A motion was made by Councilor Nishioka to adopt the Final Order 2024-5, which amends the decision for Comprehensive Plan Map Designation and Zone change, Case No. CPC-ZC24-01 by modifying the conditions of approval. The motion was seconded by Councilor Phillips.**

**The motion CARRIED by the following vote:**

**Aye:** 8 - Hoy, Phillips, Stapleton, Gonzalez, Varney, Nishioka, Hoy, and Gwyn

**Nay:** 0

**Absent:** 1 - Nordyke

**Abstain:** 0

**6. INFORMATION REPORTS: (Items that require no Council action)**

6.a. [24-466](#)

Purchases approved administratively from October 1, 2024 through October 31, 2024.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance

**This Informational Report was received and filed.**

**Comments by: Councilor Stapleton and Mayor Hoy.**

6.b. [24-478](#)

2024 Salem Climate Action Plan Annual Report to Council.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Natural Environment Stewardship; Safe and Healthy Community; Safe, Reliable and Efficient Infrastructure.

**This Informational Report was received and filed.**

**Comments by Mayor Hoy.**

6.c. [24-485](#)

Annual evaluation of the City of Salem Floodplain Management Plan.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Safe, Reliable, and Efficient Infrastructure.

**This Informational Report was received and filed.**

6.d. [24-503](#)

Planning Administrator Decision - An application for improvements including an increase in the maximum height for five light poles for a Willamette University Baseball Field - Approved.

Class 3 Site Plan Review / Class 2 Adjustment Case No.

SPR-ADJ24-30 - Willamette University - 730 Mission St SE.

This case has been appealed (Attachment 2). If City Council does not initiate review, the appeal will be heard by the Hearings Officer.

Ward(s): 2

Councilor(s): Nishioka

Neighborhood(s): SCAN

**This Informational Report was received and filed.**

6.e. [24-498](#)

Proclamation of the Mayor and Canvass of Votes from the November 5, 2024 General Election

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance

**This Proclamation was received and filed.**



6.f. [24-509](#) Appointments to the Salem Human Rights Commission.

Ward(s): All Wards  
Councilor(s): All Councilors  
Neighborhood(s): All Neighborhoods  
Result Area(s): Good Governance

**This Informational Report was received and filed.**

## 7. ORDINANCES

### 7.1 FIRST READING:

None.

### 7.2 SECOND READING:

None.

## 8. PUBLIC COMMENT: (Other than agenda items)

The following individuals provided comments:

Tim Cowan, 1160 Schurman Drive South, American Legion Annual Meeting  
Raymond Kelly, Post 136 Commander, American Legion Annual Meeting

Comments by Mayor Hoy.

Beth Schmidt, Program Coordinator, Salem-Keizer Safe Routes to Schools,  
Pedestrian safety and awareness

Comments by: Mayor Hoy, Beth Schmidt, and Councilor Phillips.

## \*\* 2024 YEAR IN REVIEW \*\*

Remarks by City Manager Keith Stahley.

## 9. ADJOURNMENT

7:22 p.m.