

*555 Liberty St SE
Salem, OR 97301*



Final Action Agenda - Minutes - Draft

Monday, June 24, 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. 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

Roll Call

Councilors Hoy and Phillips attended the meeting remotely, and Councilor Gonzalez joined the meeting remotely at 6:22 p.m.

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

A motion was made by Councilor Stapleton, seconded by Councilor Nishioka to approve the additions to the agenda.

The additions consisted of:

- 1) a new report was added, item 5.b.(file 24-268), Motion from Councilor Linda Nishioka regarding support for the United Way Cottages United phase 2 affordable housing project, located on Market Street, NE near Swegle Elementary School, and**
- 2) a revised motion was added for item 5.b.**

Comments by Councilor Stapleton.

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

1.2 COUNCIL AND CITY MANAGER COMMENT

Comments by: Councilors Gwyn and Stapleton, Mayor Hoy, and City Manager Keith Stahley.

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:

Maureen McGee, President, Mission Street Parks Conservancy, Ward 2, Item 5.a, file 24-252

Questions or Comments by: Mayor Hoy and Maureen McGee.

Rob Passage, Director of Intercollegiate Athletics, Willamette University, Ward 7, Item 5.a, file 24-252

Questions or Comments by: Mayor Hoy and Rob Passage.

Joan Stembridge, Ward 2, Item 5.a, file 24-252

Evan West, Ward 7, Item 5.a, file 24-252

Lara Tiffin, Coordinator of Athletics and Activities, Salem-Keizer School District, Ward 1, Item 5.a, file 24-252

Nadene LeCheminant, Ward 2, Item 5.a, file 24-252

Laurel Hines, 10371 Lake Drive SE, Item 5.a, file 24-252

Comments by Mayor Hoy.

Katherine Daniels, Ward 2, Item 5.a, file 24-252

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

A motion was made by Councilor Stapleton, seconded by Councilor Phillips to approve the consent calendar with the pull of item 3.2d by Councilor Hoy.

Comments by Councilor Stapleton.

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. [24-259](#) June 10, 2024 Draft City Council Minutes

Action: Approved.

3.2 RESOLUTIONS

3.2a. [24-147](#) Internal Borrowing from the City’s Utility Fund to the General Fund to pay for the portion of the Public Works Operations building occupied by Parks staff.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

Adopted Resolution No. 2024-17, approving an internal borrowing from the Utility Fund to the General Fund to pay for the portion of the Public Works operations building occupied by Parks staff.

3.2b. [24-262](#)

Transfer of fiscal year 2024 budget appropriations in the General Fund, Streetlights Fund, and City Services Fund.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance.

Adopted Resolution No. 2024-32, authorizing a transfer of appropriations within the City's fiscal year 2024 budget.

3.2c. [24-185](#)

Adopting the Fiscal Year 2025 (FY2025) Parking District budget and setting the Parking Tax rate for the Downtown Parking District.

Ward(s): Ward 1

Councilor(s): Stapleton

Neighborhood(s): CANDO

Result Area(s): Strong and Diverse Economy, Welcoming and Livable Community

Adopted Resolution No. 2024-28, adopting the FY2025 Downtown Parking budget and setting the business-paid parking tax for the Downtown Parking District.

3.2d. [24-256](#)

Adoption of the FY 2025 City of Salem budget

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.

Pulled by Councilor Hoy - See item 5.c.

3.3 ACTION ITEMS

3.3a. [24-227](#)

Capital Improvement Plan for FY 2025 through FY 2029

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance; Safe and Healthy Community;
Safe, Reliable and Efficient Infrastructure; Strong and Diverse
Economy; Welcoming and Livable Community.

Adopted the Capital Improvement Plan for FY 2025 through FY 2029 as recommended by the Budget Committee.

3.3b. [24-245](#)

Renewal of Intergovernmental Agreement (IGA) between the City and West Valley Housing Authority (WVHA)

Ward(s): Ward 1, 8

Councilor(s): Stapleton, Varney

Neighborhood(s): West Salem

Result Area(s): Welcoming and Livable Community.

Approved the Intergovernmental Agreement with West Valley Housing Authority.

4. PUBLIC HEARINGS

4.a. [24-267](#)

Supplemental Budget 3 for unanticipated City expenses in the Emergency Services Fund

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.

Staff presentation by Kali Leinenbach, Budget Manager.

Persons Testifying: None.

A motion was made by Councilor Stapleton, seconded by Councilor Nishioka to adopt Resolution No. 2024-33, Fiscal Year Supplemental Budget 3, increasing resource and expenditure appropriation authority in the Emergency Services Fund.

Comments by Councilor Stapleton.

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. [24-252](#) Amendment and restatement of an agreement between the City of Salem and Willamette University for use of Spec Keene Stadium, McCulloch Stadium, and Bush’s Pasture Park.

Ward(s): Ward 2
Councilor(s): Nishioka
Neighborhood(s): SCAN
Result Area(s): Natural Environment Stewardship; Welcoming and Livable Community.

Introductory presentation by Rob Romanek, Parks Planning Manager, Community Services.

Questions or Comments by: Mayor Hoy, Rob Romanek, City Attorney Dan Atchison, Councilor Phillips, Rob Passage, Director of Athletics, Willamette University, and Councilors Varney, Stapleton, and Nishioka.

****At 7:24 p.m., Mayor Hoy called a recess; the meeting reconvened at 7:31 p.m.****

Item 5.a continued:

A motion was made by Councilor Nishioka, seconded by Councilor Stapleton to authorize the City Manager to execute the proposed amendment and restatement of an agreement for use of John Lewis Field, McCulloch Stadium, and Bush’s Pasture Park with the following additions: to modify E6 stating the parties shall conduct an annual review of impacts on the park and surrounding communities, including but not limited to parking, noise, pedestrian traffic, and lighting impacts; and to prohibit firework displays at McCulloch Stadium and John Lewis Field.

Additional Questions or Comments by: Councilors Nishioka, Varney, and 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

5.b. [24-268](#)

Revised Motion - Motion from Councilor Linda Nishioka regarding support for the United Way - Cottages United phase 2 affordable housing project, located on Market Street, NE near Swegle Elementary School.

Ward(s): Ward 6

Councilor(s): Councilor Hoy

Neighborhood(s): ELNA

A motion was made by Councilor Nishioka, seconded by Councilor Gwyn to direct the Bond Oversight Steering Committee to consider recommending the City use \$500,000 in affordable housing bond funds to support the next phases of the United Way of the Mid-Willamette Valley's Cottages United affordable housing project located on Market Street, NE near Swegle Elementary.

Questions or Comments by: Councilor Nishioka, Mayor Hoy, and Councilor Hoy.

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.c. [24-256](#)
(3.2 d)

Adoption of the FY 2025 City of Salem budget

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.

A motion was made by Councilor Hoy, seconded by Councilor Gwyn to direct staff to return to Council on a quarterly basis to report by department, publicly, an update on the general fund budget versus actuals; further, that this report be brought to Council within 45-days following completion of the most recent quarter presenting year to date budget to actual information.

Questions or Comments by: Councilors Hoy and Gwyn, Mayor Hoy, Councilors Phillips and Varney, City Manager Stahley, Councilors Gonzalez and Nishioka, and Chief Financial Officer Josh Eggleston.

Amendment to the motion by Councilor Stapleton, seconded by Councilor Nishioka to ask staff to send the Finance Committee to finalize what this will look like for Council and to also consider emailing the report to all Budget Committee members as well.

Comments by: Councilors Stapleton and Gonzalez.

The amendment to the motion CARRIED by the following vote:

Aye: 8 - Phillips, Stapleton, Varney, Nishioka, Hoy, Gonzalez, Gwyn, and Mayor Hoy
Nay: 0
Absent: 1 - Nordyke
Abstain: 0

The main motion, as amended, CARRIED by the following vote:

Aye: 8 - Phillips, Stapleton, Varney, Nishioka, Hoy, Gonzalez, Gwyn, and Mayor Hoy
Nay: 0
Absent: 1 - Nordyke
Abstain: 0

A motion was made by Councilor Stapleton, seconded by Councilor Varney to adopt Resolution No. 2024 31, to adopt the FY 2025 City of Salem budget.

Comments by Councilor Stapleton.

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. [24-247](#) Purchases approved administratively from May 1, 2024 through May 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.

6.b. [24-249](#) Planning Administrator Decision - A tree variance to construct within the critical root zone of one Significant Tree - Approved.

Tree Variance Case No. TRV24-02 - Chandler Cavell - 2180 Laurel Ave NE.

Ward(s): Ward 1
Councilor(s): Stapleton
Neighborhood(s): Highland

Comments by Councilor Gwyn.

This Informational Report was received and filed.

6.c. [24-253](#) Status report on Mayor and City Council motions from January 2022 through June 2024.

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

Comments by: Councilor Stapleton and Mayor Hoy.

This Informational Report was received and filed.

6.d. [24-260](#)

Summary of recent activity and progress on 2022 voter-approved Safety and Livability Bond measure.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Safe, Reliable and Efficient Infrastructure; Strong and Diverse Economy; Welcoming and Livable Community.

This Informational Report was received and filed.

7. ORDINANCES

7.1 FIRST READING:

7.1a. [24-250](#)

Vacation of a public sanitary sewer easement located near Orchard Heights Road NW and Linwood Street NW.

Ward(s): Ward 8

Councilor(s): Councilor Varney

Neighborhood(s): West Salem Neighborhood Association

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

First reading was conducted.

A motion was made by Councilor Varney, seconded by Councilor Stapleton to conduct first reading of Ordinance Bill No. 7-24, which vacates a public sanitary sewer easement located near Orchard Heights Road NW and Linwood Street NW, and advance Ordinance Bill No. 7-24 to second reading for enactment.

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

7.2 SECOND READING:

7.2a. [24-266](#)

Renaming Salem Municipal Airport to "Salem - Willamette Valley Airport."

Ward(s): Ward 2

Councilor(s): Nishioka

Neighborhood(s): Southeast Mill Creek Association (SEMCA),
Southeast Salem Neighborhood Association (SESNA)

Result Area(s): Strong and Diverse Economy.

Second reading was conducted, and Ordinance Bill No. 6-24, amending Chapters 9 and 602 of the Salem Revised Code, PASSED by the following vote:

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

Nay: 0

Absent: 1 - Nordyke

Abstain: 0

8. PUBLIC COMMENT: (Other than agenda items)

None.

9. ADJOURNMENT

8:06 p.m.