



# CITY OF SALEM

## Meeting Agenda

### City Council

555 Liberty St SE  
Salem, OR 97301

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**Monday, December 2, 2024**

**6:00 PM**

**Council Chambers /  
Hybrid Meeting**

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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**

#### **City Council**

**5:00 p.m. - City Manager's Conference Room**  
**ORS 192.660(2)(h) Current / Pending Litigation**

### **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**

**Pledge of Allegiance**

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

**1.2 COUNCIL AND CITY MANAGER COMMENT**

### 1.3 PROCLAMATIONS

- 1.3a. [24-440](#) Proclamation - Human Rights Day 2024

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Recommendation:**

Information Only.

**Attachments:** [Proclamation - Human Rights Day 2024.pdf](#)

### 1.4 PRESENTATIONS

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

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

### 3.1 MINUTES

- 3.1a. [24-495](#) November 25, 2024 Draft City Council Minutes

**Attachments:** [11-25-24 Draft Council Minutes](#)

### 3.2 RESOLUTIONS

### 3.3 ACTION ITEMS

- 3.3a. [24-481](#) Claim Settlement Authorization

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s):

**Recommendation:**

Authorize the City Manager to resolve the matter of Adam Bello's workers' compensation claim in an amount of \$65,000.00. Payment will be made from the City's self-insurance claim fund.

**Summary:**

A workers' compensation claim is pending. Through settlement negotiations, the City has agreed to enter into a Disputed Claims

Settlement (DCS) and employment release.

**3.3b.** [24-482](#)

Claim Settlement Authorization

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s):

**Recommendation:**

Authorize the City Manager to resolve the matter of Marina Baldwin lawsuit in an amount not to exceed \$75,000.00. Payment will be made from the City's self-insurance claim fund.

**Summary:**

A lawsuit is currently pending concerning a former City employee, Marina Baldwin and the City. Through settlement negotiations, the City has agreed to resolve all claims associated with the lawsuit in consideration of a payment of \$75,000.00.

**3.3c.** [24-486](#)

Providing water service beyond City limits for property located at 3790 Silverton Road NE.

Ward(s): Currently outside City Limits, Ward 6 (upon annexation)

Councilor(s): Councilor Hoy

Neighborhood(s): North Lancaster Neighborhood Association (upon annexation)

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

**Recommendation:**

Authorize a water service connection to an existing commercial and industrial use on a parcel that is outside of, but contiguous to, the current City limits, conditioned on the property owner filing a complete application for annexation, executing an annexation agreement, paying all usual and customary fees and service charges, and complying with applicable codes and standards.

**Summary:**

A water service connection is proposed for a commercial and industrial property located outside but contiguous to City limits. This connection is contingent on the property owner filing for annexation, executing an annexation agreement, paying required fees, and adhering to all codes and standards. The request aligns with Council Policy X-4, A-B, as the property is contiguous to City limits, developed, and has access to a public water main.

**Attachments:** [Attachment 1 Vicinity Map 3790 Silverton Road NE](#)

[Attachment 2 – Water Service Request Letter for 3490 Silverton Rd NE](#)

## 4. PUBLIC HEARINGS

**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. [24-473](#) Governance Assessment Implementation Update.

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

**Recommendation:**

Adopt the recommendations contained in this report to improve the effectiveness and efficiency of the City's governance groups.

**Summary:**

Recommendations from the Council Boards and Commissions Subcommittee to improve the effectiveness and efficiency of the City boards and commissions ("Governance Groups").

**Attachments:** [Salem Governance Implementation Presentation](#)

[Written Testimony](#)

*Add - Written Testimony Added*

**5.b Agenda item 5.b was removed from the agenda. Modification of Council's Decision approving a Comprehensive Plan Map Designation and Zone change to Industrial and IG (General Industrial) for property located 650 15th Street SE.**

*Remove File*

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

6.a. [24-476](#) 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.

**Recommendation:**

Information only.

**Summary:**

In 2023, the City established an oversight committee to guide spending, timing, and prioritization of projects to be funded with the voter-approved Safety and Livability Bond measure. Also in 2023, the first of three bond sales occurred, design work began on several bond-funded projects, and fire trucks and equipment were purchased. City Council received quarterly updates from the Bond Oversight Steering Committee in since 2023.

**6.b.** [24-477](#)

2024 Community Report.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

**Recommendation:**

Information only.

**Summary:**

Through its annual Policy Agenda, or work plan, City Council makes its priorities for action clear to staff and the community and provides direction on aligning resources towards the Strategic Plan Policy areas through the City's budgeting process. The 2024 City Council Policy Agenda was adopted early in 2024. In addition to furthering objectives of the 2021-2026 Strategic Plan, the City Council's policy priorities for 2024 are concentrated in four areas:

1. sustaining infrastructure and services;
2. engaging our community;
3. planning for our future; and
4. responding to our sheltering crisis.

Each fall, as the City Council begins to consider its policy priorities for the coming year, staff prepare an update on major initiatives in an annual Community Report (Attachment 1).

**Attachments:** [2024 Community Report](#)

**7. ORDINANCES****7.1 FIRST READING:****7.2 SECOND READING:****8. PUBLIC COMMENT: (Other than agenda items)**

**9. ADJOURNMENT**

**Individuals needing special accommodations such as sign language, foreign language interpreters or equipment for the hearing impaired must request such services at least 48 hours prior to the meeting. To request accommodations or services, please call 503-588-6255 or 503-588-6003 (TTD/TTY 503-588-6439), or by e-mail at: [cityrecorder@cityofsalem.net](mailto:cityrecorder@cityofsalem.net) at least two business days in advance.**

**Si necesita ayuda para comprender esta información, por favor llame 503-588-6003.**

**UPCOMING PUBLIC HEARINGS, AND WORK SESSIONS**

- a. [24-484](#) Unless otherwise noted, all meetings and public hearings will be conducted in Council Chambers, located at City Hall, 555 Liberty Street SE, Room 240, with the option for remote attendance. Please see the meeting agenda header for more details on remote attendance. The meetings are also available to watch in real-time online at CC:Media YouTube Channel, as well as Comcast Cable CC:Media Channel 21.

## CITY COUNCIL PUBLIC HEARINGS:

Tourism Promotion Area  
Monday, December 9, 2024 at 6:00 p.m.

## SALEM HOUSING AUTHORITY PUBLIC HEARINGS:

## URBAN RENEWAL AGENCY PUBLIC HEARINGS:

CITY COUNCIL WORK SESSIONS: (Unless otherwise noted, work sessions are held in the Council Chambers, 555 Liberty Street SE.

City Council - Consideration of a five-year operating levy to fund the Library, Parks, and Center 50+  
Monday, January 21, 2025 at 6:00 p.m.

Joint City Council and Planning Commission - Housing Production Strategy  
Monday, March 17, 2025 at 6:00 p.m.

BUDGET COMMITTEE MEETINGS: (Budget Committee meetings are held in Council Chambers, 555 Liberty Street SE, Room 240)

Budget Committee - Five Year Forecast  
Wednesday, January 15, 2025 at 6:00 p.m.

Budget Committee - City Manager Presents Proposed FY 2026 Budget to the Budget Committee - Result Areas Reviewed: Welcoming and Livable Community, Natural Environment Stewardship  
Wednesday, April 16, 2025 at 6:00 p.m.

Budget Committee Review Meeting - Result Areas Reviewed: Strong and Diverse Economy, Urban Renewal Agency, Safe Reliable and

Efficient Infrastructure, and CIP Public Hearing  
Wednesday, April 23, 2025 at 6:00 p.m.

Budget Committee Review Meeting - Results Areas Reviewed: Safe  
Community, Good Governance  
Wednesday, April 30, 2025 at 6:00 p.m.

Budget Committee Recommends FY 2026 Budget to the City Council /  
Urban Renewal Agency  
Wednesday, May 7, 2025 at 6:00 p.m.

2024 NEIGHBORHOOD ASSOCIATION ANNUAL MEETING DATES:

Neighborhood - Annual Meeting Date - Time - Councilor



**MEETING PROCEDURES**

City Council meets on the second and fourth Mondays of each month at 6:00 p.m. All meetings are in the Council Chambers, Room 240, 555 Liberty St. SE.

The Mayor, who is the presiding officer, is elected at large for a term of two years. Councilors are elected for four year terms for each of the City's eight Wards. These nine officers comprise the Council who make the policy decisions for municipal activity and pass its ordinances and regulations.

Because the Mayor and Councilors' positions are part time, without pay, the Council appoints a City Manager who is responsible for the administration and execution of the City's policies and ordinances.

The City Council generally follows Robert's Rules of Order, but has adopted supplementary rules that may be found on the City's website at:  
[http://www.cityofsalem.net/Pages/council rules.aspx](http://www.cityofsalem.net/Pages/council%20rules.aspx).

**THE CONSENT CALENDAR**

The Consent Calendar allows the Council to save time by acting on everything listed on that part of the agenda with one motion instead of considering each item separately. If a City Councilor believes a matter on the Consent Calendar deserves further discussion, the Councilor can request that item be removed from the Consent Calendar and considered separately under "Special Orders of Business."

**PUBLIC COMMENT**

There are two times at every regular City Council meeting when the public has an opportunity to address the City Council. The first time is immediately prior to the Consent Calendar. This time is reserved for questions or statements regarding items appearing on the agenda, except public hearings and the merits of land use issues. The second time is at the end of the agenda. At this time, you can address the City Council on any matter of public concern, other than an agenda item. The Mayor will announce the time for public comment, and invite persons to address the City Council. Each person has three minutes to address the City Council. The time light on the podium will flash yellow when you have one minute left, and will turn red when your time has expired.

**HOW TO GET YOUR COMMENTS INCLUDED AS PART OF THE AGENDA**

Any written comments that you wish to be given to the City Council that are about an item on an agenda must be submitted to the City Recorder by 3:30 p.m. on the day of the City Council meeting when the item will be considered. For complete information on submitting communications to Council, please refer to Council Rule 6: Communications:  
[https://www.cityofsalem.net/Pages/council rules.aspx](https://www.cityofsalem.net/Pages/council%20rules.aspx).

If you have some matter that you wish to have the City Council consider in the future, you are encouraged to submit your suggestion in writing to the City Manager at 555 Liberty Street SE, Room 220, Salem, OR, or by e mail to: [manager@cityofsalem.net](mailto:manager@cityofsalem.net).

**PUBLIC HEARINGS**

The City Council can hold public hearings to consider legislative, quasi judicial or administrative matters. To testify at a hearing, you may sign up on the Hearing Roster located near the east entrance to the Council Chambers before the Mayor convenes the meeting. At the time for the hearing on the agenda, the Mayor will announce when the public hearing is open. If you have signed up to speak, come forward to the podium when the Mayor calls your name. State your name and either your address or the ward you live in. If you wish to receive notice of any written decision reached at the hearing, you must provide the City Recorder your address. When you have finished speaking, the Mayor will ask the Council if there are any questions for you, so please remain at the podium for a moment.

The time limit is 3 minutes per person for legislative and administrative hearings. The time limits for quasi judicial hearings in non land use cases are as follows:

1. Staff Presentation – 15 minutes
2. Affected Party – 15 minutes
3. Neighborhood Associations – 5 minutes
4. Other Interested Persons – 3 minutes per person
5. Rebuttal by Affected Party – 7 minutes

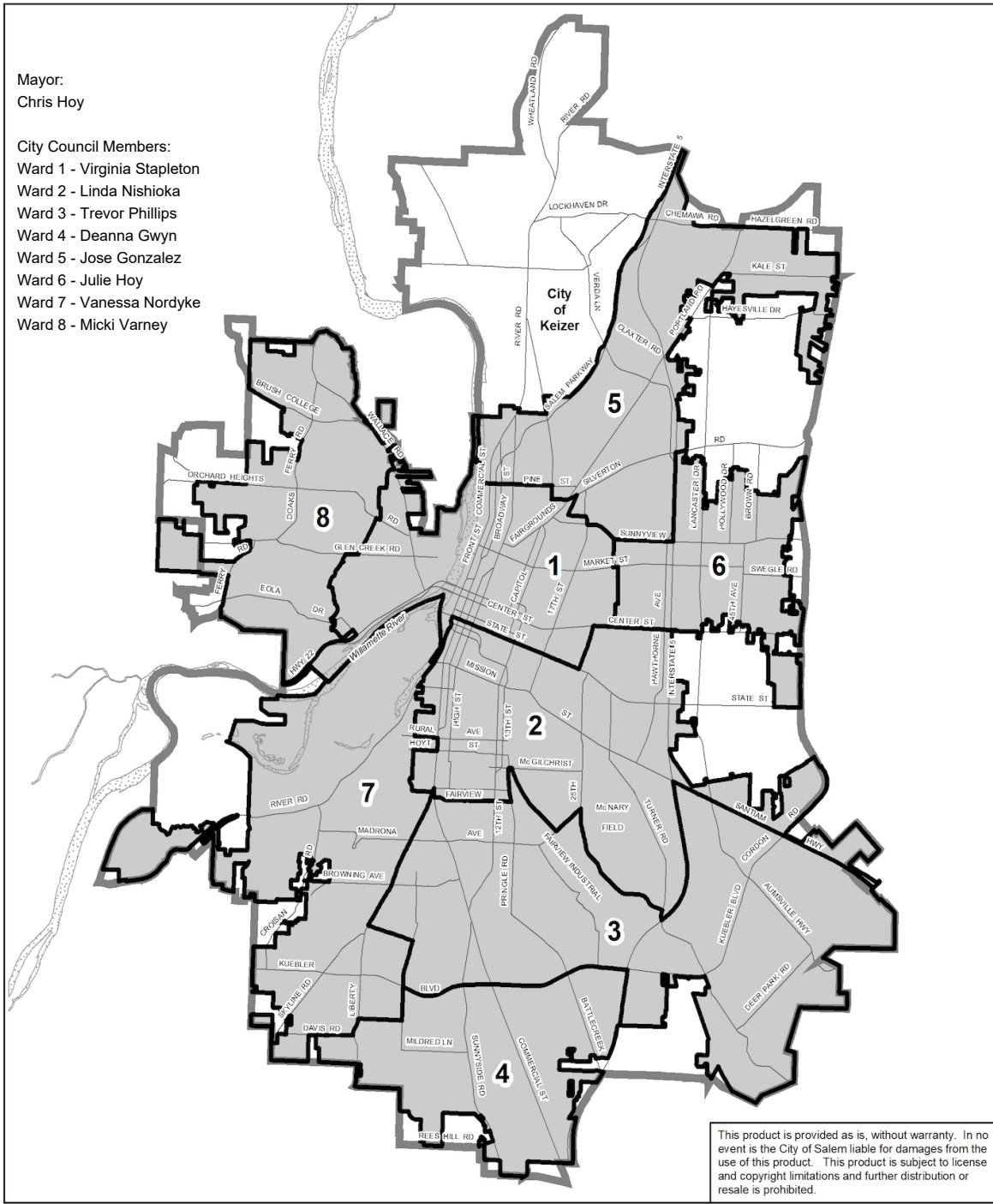
Time limits for quasi judicial land use hearings are governed by Rule 19 of the Council Rules. Parties to land use cases are encouraged to review that rule as time limits vary depending on the nature of the hearing. Further information can be obtained by contacting the Planning Administrator at 503 588 6173 or email at: [lmanderson@cityofsalem.net](mailto:lmanderson@cityofsalem.net).

Timer lights are located on the podiums. A flashing yellow light means you have one minute left; a red light means your time has expired.

### City of Salem Wards

Mayor:  
Chris Hoy

- City Council Members:
- Ward 1 - Virginia Stapleton
  - Ward 2 - Linda Nishioka
  - Ward 3 - Trevor Phillips
  - Ward 4 - Deanna Gwyn
  - Ward 5 - Jose Gonzalez
  - Ward 6 - Julie Hoy
  - Ward 7 - Vanessa Nordyke
  - Ward 8 - Micki Varney



**LEGEND**

- Ward Boundary
- Urban Growth Boundary
- Salem City Limits
- Major Streets



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