



## **CITY COUNCIL WORK SESSION AGENDA**

**Monday, October 02, 2023 - 4:00 PM**

**City Council Chambers, 169 SW Coast Highway, Newport, Oregon**

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All public meetings of the City of Newport will be held in the City Council Chambers of the Newport City Hall, 169 SW Coast Highway, Newport. The meeting location is accessible to persons with disabilities. A request for an interpreter, or for other accommodations, should be made at least 48 hours in advance of the meeting to Erik Glover, City Recorder at 541.574.0613, or [e.glover@newportoregon.gov](mailto:e.glover@newportoregon.gov).

All meetings are live-streamed at <https://newportoregon.gov>, and broadcast on Charter Channel 190. Anyone wishing to provide written public comment should send the comment to [publiccomment@newportoregon.gov](mailto:publiccomment@newportoregon.gov). Public comment must be received four hours prior to a scheduled meeting. For example, if a meeting is to be held at 3:00 P.M., the deadline to submit written comment is 11:00 A.M. If a meeting is scheduled to occur before noon, the written comment must be submitted by 5:00 P.M. the previous day. To provide virtual public comment during a city meeting, a request must be made to the meeting staff at least 24 hours prior to the start of the meeting. This provision applies only to public comment and presenters outside the area and/or unable to physically attend an in person meeting.

The agenda may be amended during the meeting to add or delete items, change the order of agenda items, or discuss any other business deemed necessary at the time of the meeting.

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### **1. CALL TO ORDER AND ROLL CALL**

### **2. DISCUSSION ITEMS**

#### **2.A City Manager's Report**

## City Manager's Report

### **2.B Interviews for the Area Resident, General Public Members, Local Business Representatives to the Newport City Center Revitalization Committee**

[Proposed Interview Schedule City Center Revitalization.pdf](#)

[City Center Revitalization Interview Questions.pdf](#)

[CITY COUNCIL CITY CENTER REVITALIZATION APPOINTMENT RECOMMENDATION.pdf](#)

[Patterson APP .pdf](#)

[McIntyre App .pdf](#)

[Patrick App .pdf](#)

[Kuhl App.pdf](#)

[Sanders App.pdf](#)

[Weber App.pdf](#)

[Simonsen App .pdf](#)

### **2.C Discussion on Action Minutes**

[Staff Report - Action Minutes.pdf](#)

[David Allen e-mail - ORS 192.650.pdf](#)

[Powers Oregon Action Minutes.pdf](#)

[Florence Council Action Minutes.pdf](#)

[Sodaville Council Action Minutes.pdf](#)

[Stayton Work Session Action Minutes.pdf](#)

[Stayton Council Action Minutes.pdf](#)

[Salem Action Minutes Example.pdf](#)

[Newport Historic Minutes Example.pdf](#)

[Salem Example 2 with Public Hearing.pdf](#)

[Newport 1965 Minutes Examples .pdf](#)

## **3. ADJOURNMENT**



Spencer R. Nebel  
City Manager  
CITY OF NEWPORT  
169 S.W. Coast Hwy.  
Newport, OR 97365  
s.nebel@newportoregon.gov

**DATE:** October 2, 2023

**TO:** City Council

**FROM:** Spencer Nebel, City Manager

**RE:** Work Session for Monday, October 2, 2023 at 4 PM

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The City Council will hold a work session on Monday, October 2 at 4 PM to interview applicants for the advisory committee for the Newport City Center Revitalization Planning project and discuss possible use of action minutes for City Council, Urban Renewal and various boards and committees of the City of Newport.

Council has excused my attendance from Council meetings on October 2 so that I can attend the 2023 annual ICMA conference. I will be back in the office on Thursday, October 5. Erik Glover will be Acting City Manager during this time.

### **Schedule for Meetings for Monday, October 2, 2023**

- 1.) City Council Work Session at 4 PM
  - 4 PM Interviews for the area resident, general public members and two local business representatives.
  - 5:30 PM Discussion on the possible use of action minutes (this may begin earlier if there are any cancellation of interviews).
- 2.) 6 PM- Regular City Council meeting.

#### **Interviews for the Area Resident (Two General Public Members and Two Local Business Representatives to the Newport City Center Revitalization Committee (90 minutes)**

On September 5, the City Council adopted Resolution No. 3992 which creates an advisory committee that will be charged with meeting with consultant, city staff and affected stakeholders at least six times over a period of 14 months to help guide the planning process for the Newport City Center Revitalization project. There are several specific categories that the representatives have been invited to participate in, including the Newport Farmer's Market, Centro de Ayuda, Lincoln County School District, Lincoln County, and other similar groups, as outlined in the resolution. We have publicly advertised for applicants for three categories, including local business representatives (two), general public representatives (two), and a resident living within the development

area (one). Assistant City Manager/City Recorder, Erik Glover, received eight applications prior to the deadline to fill these positions. One application was received after the deadline and has not been scheduled for an interview. The interviews have each been scheduled for 10 minutes.

The revitalization plan will include options to identify strategies to encourage redevelopment of the City Center/US 20 corridor, including public improvements, incentives to private property owners to redevelop or enhance their properties, zoning and setbacks to encourage mixed uses and housing, and addressing public spaces throughout the City Center for events such as Farmer's Market and other types of activities that are critical to creating a vibrant corridor through the heart of Newport. One major issue that the Committee will be dealing with is to further refine the two options for addressing current and projected future traffic traveling through City Center, as identified in the North Side Transportation System Plan. One option includes the construction of a short couplet with one-way traffic heading south on US 101 and one-way traffic heading north on 9th Street, from about the location of the Chamber of Commerce to City Hall. The second option calls for removal of all parking on US 101 and improving the 9<sup>th</sup> Street corridor, or as a secondary corridor for vehicle and bicycle traffic. The consultants, along with the Committee, will determine which option will best support the desired future development patterns through this important corridor.

Following the interviews, Council can advise the Mayor on possible appointments to the Committee which will be done at the October 16 City Council meeting. There will also be a list of recommended appointees to fill the designated slots (Farmer's Market representative, County representative, school representative, etc.) for Council's consideration.

We still have not received the final agreement that is in review by the Oregon Department of Justice. Once we receive the agreement, we will be able to have Council approve the agreement and proceed with this study. We are anticipating that agreement any day.

#### **Discussion on Action Minutes (10 minutes)**

Internally, we have had discussions on streamlining the minutes that are taken for various advisory committees, boards, City Council, and Urban Renewal Agency. This is, in part, to address the time it takes to provide the level of detail included in most of our minutes for these various bodies, especially when considering that the meetings are all recorded. If time stamped, it is very easy to get to discussions on specific agenda items for a more detailed review. Typically, fairly-detailed information is provided in the packets for the committees and boards that is easily accessible. Assistant City Manager/City Recorder, Erik Glover, will give an overview to the Council and get feedback on the possibility of moving in this direction. Erik has included a number of samples of action minutes for Council's review. I hope Council has a great work session on October 2!

Respectfully submitted,



Spencer R. Nebel  
City Manager

## Interview Schedule City Center Revitalization

4:10 P.M- Wayne Patterson

4:20 P.M- Ane McIntyre

4:30-P.M- James Patrick

4:40 P.M- Judy Kuhl

4:50 P.M- Laurie Sanders

5:00 P.M- Luke Simonsen

5:10 P.M- Jack Weber

5:20-5:30 P.M- Christina Simonsen

Questions for City Center Revitalization Committee:  
10 Minutes

The City Council is conducting interviews for three categories on the work group today: two local business representatives, an area resident, and two members of the general public. Which categories could you represent? In addition, a variety of other groups are represented: Architect, Engineer or Design Professional, Centro De Ayuda/Latinx Representative, Mixed-Use or Multi-Family Housing Provider, Lending Institution, Department of Land Conservation & Development, Farmers Market Representative, Fire/Emergency Service Provider, Faith Based Organization Representative, Lincoln County School District, Planning Commission, Lincoln County, City Council, Pacific Communities Health District, do you have a personal or professional affiliation with these categories?

What special perspective would you bring to the planning effort to revitalize the City Center-Hwy 101/US 20 corridors?

Have you participated in any of the transportation systems planning processes or meetings? If yes, what was your involvement?

The Transportation Systems Plan establishes options and other design objectives for the City Center Revitalization. Are you comfortable working with a group within that framework, to arrive at a final decision or recommendation?

What do you see as opportunities that should be reviewed as part of the planning process for the city center revitalization plan?

What thoughts do you have on addressing the future traffic demands of the Hwy 101 and Hwy 20 corridors that will enhance the viability of property along this corridor?

**CITY COUNCIL CITY CENTER REVITALIZATION APPOINTMENT RECOMMENDATION**

**Interviews October 02, 2023**

Please select your top candidates, in accordance with the list/requirements below.

This list will be provided to the Mayor for consideration of appointments, NOTE final appointment is by the Mayor and ratified by the Council. Please return these to City Recorder who will route them to Mayor.

**Local Business Representative (Select 2)**

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**Area Resident (Select 1)**

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**General Public (Select 2)**

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Councilor Name Print

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Councilor Signature: \_\_\_\_\_

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Application for City Committee - Email Application

Date: 9/11/2023

Commission/Committee of Interest:

Name: Wayne Patterson

Address:

Newport, OR

Workphone:

Homephone:

Email:

Occupation: Executive Director

Employer: Newport Chamber

Why do you think you are qualified to be a Committee member?

I have a strong background in city projects that include traffic, retail and tourism.

State your educational background.

BS Business from San Jose State

Have you ever served on a community committee? If so, what kind?

Yes. In Roseburg, OR area: Economic Development Commission, and Industrial Development Board.

Do you agree with consensus decision making?

Yes

Are you willing to attend regularly scheduled meetings for your term of office?

Yes

Would you make decisions based on the facts and standards even though you may not agree with the ultimate decision?

Yes

Do you anticipate having many conflicts of interest that may disqualify you in making decisions, due to personal and/or business relationships?

No

List all other pertinent information/background for this position.

As Executive Director for the Newport Chamber I believe my input can be based on local business needs and provide a direct conduit to our 500 members. Also, my past experience is very broad and diversified that includes working with multiple cities on a broad range of issues, building Oregon legislative asks and received over \$30M, and a strong for-profit background.



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Application for City Committee - Email Application

Date: 9/12/2023

Commission/Committee of Interest:

Name: Ane McIntyre

Address: [REDACTED]

Workphone:

Homephone: [REDACTED]

Email:

Occupation: Retired

Employer:

Why do you think you are qualified to be a Committee member?

Homeowner since 8/1/2019 in target zone for revitalization decisions to be taken up by committee.

State your educational background.

Bachelor of Science, Portland State University, 1976, under legal name Liane J. McIntyre.

Have you ever served on a community committee? If so, what kind?

No

Do you agree with consensus decision making?

Yes

Are you willing to attend regularly scheduled meetings for your term of office?

Yes

Would you make decisions based on the facts and standards even though you may not agree with the ultimate decision?

Yes

Do you anticipate having many conflicts of interest that may disqualify you in making decisions, due to personal and/or business relationships?

No

List all other pertinent information/background for this position.

Current member of American Association of University Women, Lincoln County Branch. Organization management experience reflected on CV: Director of Sales/Marketing, Greater Vancouver Chamber of Commerce, Director of Sales/Marketing, The Better Business Bureau of Oregon/SW Washington. Applying for open Committee position of Area Resident.

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Application for City Committee - Email Application

Date: 9/14/2023

Commission/Committee of Interest:

Name: James B Patrick

Address: [REDACTED]

Newport OR 97365

Workphone: [REDACTED]

Homephone: [REDACTED]

Email:

Occupation: self employed contractor

Employer: Dolphin Construction

Why do you think you are qualified to be a Committee member?

Not sure which slot I should go in. Have a background in this type of work due to the planning commission tenure. Also live on the edge of the city center. (live kitty corner to the se corner of the city parking lot in city center)

State your educational background.

Graduated Fort Collins High School in Colorado as a junior in 1973. Attended Colorado State University, Linn Benton Community College and Oregon State University. Did not graduate.

Have you ever served on a community committee? If so, what kind?

Newport Planning Commission (18 yrs, 13 years as chairman) Also Seafood and Wine committee (Chair one year), Drug Free Workplace committee of PADDA (Chair). Served as state rep and president of Lincoln County Home Builders Association, president of Oregon Homebuilders Association. Served on Construction Contractors Board and was Chair for one year. Current president of Big Timber Rifle and Pistol Club.

Do you agree with consensus decision making?

Yes. Think my record at the planning commission speaks for itself.

Are you willing to attend regularly scheduled meetings for your term of office?

Yes

Would you make decisions based on the facts and standards even though you may not agree with the ultimate decision?

Yes

Do you anticipate having many conflicts of interest that may disqualify you in making decisions, due to personal and/or business relationships?

Not for this committee.

List all other pertinent information/background for this position.

Before declining to reapply to serve on the planning commission, offered to serve on this committee as I was very interested in the intended outcomes.

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Application for City Committee - Email Application

Date: 9/15/2023

Commission/Committee of Interest:

Name: Judy Kuhl

Address: [REDACTED]

Workphone: [REDACTED]

Homephone:

Email:

Occupation: Retired

Employer:

Why do you think you are qualified to be a Committee member?

I was the Newport Chamber of Commerce Director for 4 years. I served on the Transportation Committee. I also served on Vision 2040 while working for the Chamber of Commerce. I am passionate about making our City center into something we can be proud of!

State your educational background.

High School Graduate. My education is life experience.

Have you ever served on a community committee? If so, what kind?

Transportation

Discover Newport

Vision 2040

Do you agree with consensus decision making?

Yes

Are you willing to attend regularly scheduled meetings for your term of office?

Yes

Would you make decisions based on the facts and standards even though you may not agree with the ultimate decision?

Yes

Do you anticipate having many conflicts of interest that may disqualify you in making decisions, due to personal and/or business relationships?

No

List all other pertinent information/background for this position.

I have lived here since 1991 and have always been in the hospitality business. Before working for the Chamber of Commerce I was the General Manager for the Agate Beach Best Western for 8 years.

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Application for City Committee - Email Application

Date: 9/19/2023

Commission/Committee of Interest: City Center Revitalization Planning Committee

Name: Laurie Sanders

Address: [REDACTED]

Otter Rock, OR 97369

Workphone: [REDACTED]

Homephone: [REDACTED]

Email:

Occupation: Flower Grower, Vegetable Seller, Home Care

Employer: Self & Gathering Together Farm

Why do you think you are qualified to be a Committee member?

I have lived in Lincoln County for 36 years. I raised my three daughters here and plan on living here for many more years. I care about this community.... its livability, its health and its future. I am honest, creative, respectful and know a wide range of people who live here.

I believe the City Center has the potential to become a vital part of our community, I would love to be a part of the process.....I care!

State your educational background.

I was born and raised in Seattle, Washington. I graduated from high school there but did not go on to get a college degree. I can say that I have a lot of life education.

Have you ever served on a community committee? If so, what kind?

I currently serve on the Newport Farmers Market Board.

Do you agree with consensus decision making?

Yes, I do.

Are you willing to attend regularly scheduled meetings for your term of office?

If appointed I will fully commit to the project and all scheduled meetings.

Would you make decisions based on the facts and standards even though you may not agree with the ultimate decision?

I am good at listening, I am open to hearing and trying to understand differing viewpoints. I would be a community representative therefore I would need to listen and research information that community members voice. I feel that any decision I make will be well thought out and in the communities best interest.

Do you anticipate having many conflicts of interest that may disqualify you in making decisions, due to personal and/or business relationships?

I am an active participant in the Newport Farmers Market and do care about its future. I don't believe that will sway me to vote in a way that doesn't represent the voice of the general public. The

information gathered during the committee meetings will have a large influence on the decisions I make.

List all other pertinent information/background for this position.

I am interested in city design and how that influences daily life. I care about sustainability, healthy living, beauty and creating environments that positively impact all.

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Application for City Committee - Email Application

Date: 9/23/2023

Commission/Committee of Interest: City Center Revitalization Planning Committee

Name: Jack Weber

Address: [REDACTED]

Newport, OR 97365

Workphone: [REDACTED]

Homephone: [REDACTED]

Email:

Occupation: Utility Worker

Employer: City of Newport

Why do you think you are qualified to be a Committee member?

I have a strong interest in the success of my community. I believe that revitalization efforts are good for the City's future regarding the well-being of our residents, the continued economic support of tourism, and the future success of our businesses and industries. I'm qualified to be a committee member by virtue of these interests in our city, strong communication skills, a willingness to consider, present and/or examine new ideas thoughtfully.

One item I may bring to the table is a basic understanding of Public Works and utility architecture. I have a background in Public Works, with experience in Streets, Sanitation and Storm systems maintenance. I have worked directly with ODOT to apply for permits for repairs, determine asset ownership, etc.

For the most part: I am a normal citizen who may not have any specialized educational qualifications. I do have a passion for the idea of civic improvements, and I care for the quality of life for the citizens of my neighborhood and my city.

I believe this committee may be a way to positively impact future financial growth, liveability, transportation and industry (including tourism) for the area and I would like to take part in that process with this committee membership.

State your educational background.

University of Montana

Course of study: Classical Civilization (did not obtain a degree)

Lane Community College

Certificate of Semiconductor Manufacturing

Independent studies

Chemical engineering; Semiconductor systems; Hard drive maintenance

I hold a commercial driver's license and an entry level course certificate in CUES sewer inspection camera system repair.

Have you ever served on a community committee? If so, what kind?

I held offices in my 4-H chapter when I was young. I served on the planning committee for my church one year (specifically organizing for a large summer gathering / jamboree; we raised money for a new building.)

Do you agree with consensus decision making?

I agree with consensus decision-making. Our church committees operated on a 100% consensus basis for all decisions. There is some nuance involved in a consensus requirement; coalitions will not necessarily achieve decisive majority decisions, and a single member may block the process entirely. But a decision reached through full consensus has the backing of all interested parties and carries more weight than a majority rule decision, in my opinion.

Are you willing to attend regularly scheduled meetings for your term of office?

Yes. My availability is from Thursday evening after 5pm until Sunday evening at 9pm; and on Monday - Wednesday evenings between 5pm and 9pm.

Would you make decisions based on the facts and standards even though you may not agree with the ultimate decision?

Yes, unless I view such decision as harmful to the community at large.

Do you anticipate having many conflicts of interest that may disqualify you in making decisions, due to personal and/or business relationships?

No. I do not have complex business relationships.

List all other pertinent information/background for this position.

I own one lot in the City Center, on SW 9th Street, which as I understand is within the zone being considered for revitalization efforts.

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Application for City Committee - Email Application

Date: 9/26/2023

Commission/Committee of Interest: City Center Revitalization Planning Committee

Name: Luke/Christina Simonsen

Address: [REDACTED]

Newport, OR 97365

Workphone: [REDACTED]

Homephone: [REDACTED]

Email: christina@bieronebrewing.com

Occupation: Bier One Manager/Owner

Employer: Self

Why do you think you are qualified to be a Committee member?

As the owners of Bier One Brewing, we are located in the center of the proposed area of interest. We have spent the last three years revitalizing our own property and breathing some new life into this area. We are also residents of the neighborhood. We would love for at least one of us to have some input in the coming changes as we are heavily invested in the future of this part of town.

State your educational background.

Christina-

B.A. Russian Cultural Studies- University of CO, Boulder, Associates in Pastry Arts- Culinary Institute of America, Hyde Park, NY

Luke-

Some college- Utah State, Logan, UT  
many years in the School of Hard Knocks

Have you ever served on a community committee? If so, what kind?

No

Do you agree with consensus decision making?

Yes

Are you willing to attend regularly scheduled meetings for your term of office?

Yes

Would you make decisions based on the facts and standards even though you may not agree with the ultimate decision?

Yes

Do you anticipate having many conflicts of interest that may disqualify you in making decisions, due to personal and/or business relationships?

NO



List all other pertinent information/background for this position.

After fourteen years running a business in the Deco District, I think we have a great deal to offer, and would love to be part of this planning committee.



## STAFF REPORT CITY COUNCIL AGENDA ITEM

Meeting Date: October 02, 2023

**Title:** Report on Action Minutes

**Prepared by:** Erik Glover, Assistant City Manager/City Recorder

**Recommended Motion:** None, informational only.

**Background Information:**

Staff has held a discussion with other communities who have staff members in the Oregon Association of Municipal Recorders. The topic of minutes came up, and more specifically action minutes. Due to technological changes in City government, specifically being widespread audio/video recordings of meetings, many communities have converted to action minutes as a best practice. A few communities which use action minutes include: Stayton, Powers, Florence, Sodaville, Hermiston and Salem.

At present, Newport does a hybrid style of minutes, which borders more towards a transcript of the meetings. As a general rule, it takes 3-4 times the length of a meeting to produce a final draft set of minutes for a council or committee meeting. Following a review of other communities across the state, it seems that Newport in addition, may potentially have more committees than many other communities even of equivalent size and scope, which increases the amount of time required for minutes preparation and production.

Historically the City Recorder's office has staffed most if not all meetings in Newport, although other department staffers currently staff a few other committees, and produce minutes for them. At present, the City Recorder's office staffs: City Council twice a month, work session twice a month, City Council Executive Sessions as needed, URA as needed, URA Executive sessions, Destination Newport Committee, Vision 2040 Committee, Public Art Committee, Sister City Committee, and Budget Committee. Historically, someone from the City Recorder's office also staffed the Airport Committee, and Bike and Ped Committee, although at present a designated staffer provides the minutes for these committees. In some instances, committees are several meetings to a year behind in minutes production, including some delays in Council minutes.

The City Recorder's office has also been experiencing staffing challenges over the last year, and while it is expected staffing should increase there is still a training/lag period. The Deputy City Recorder's position had been vacant through several rounds of recruitment, filled for a period of six months, and then vacant again since June. The CRO has contracted with a minutes production firms, and is working through the onboarding process, but from an early review it seems that they may be challenged on staffing resulting in reduced production and increased turnaround times. Minutes, as well as Council Packets are permanent retention/record.

One challenge with a staffer running a meeting, and also producing the minutes, is that they are supposed to interact with their assigned group/the public, and manage various cadences of the

meeting, present their staff reports and take minutes which is challenging to be fully engaged in any facet of it. Historically the goal is turning around a set of minutes a week after the meeting for major committees such as Council or Planning Commission, and by the next meeting for minor committees.

One item to note is that various committees end up developing their own style of minutes, deviate from a standard and for consistency sake it seems appropriate to have a more template based approach, to make things simpler for staff such as the example from Stayton.

It seems that the minutes style in Newport has changed historically, see the selected 2000 year set of minutes, and a 1965 set for your review. Given the fact that Newport now maintains audio/video files, live streams of meetings, it seems that it would be wise for Newport to modernize, increase efficiency, increase sustainability via reducing paper waste and printing costs, and consider adopting action minutes, like many other communities across the state.

For public comment either in a general fashion or a public hearing, the attachment *Salem Example 2 with Public Hearing*, is a set of minutes with a presence of a public hearing for an extensive issue recently discussed. Staff would consider this to be a little light on what Newport would adopt for an action minutes concept, primarily due to the fact there is no indication of support or opposition to the proposal.

Staff is requesting Council hold a discussion on their interest in converting to action minutes in Newport, for the Council, URA and all committees, with the exception of the Planning Commission which needs more transcript style minutes, for a trial period and to be reconsidered in 6 months.

**Note:** This report does not include the Planning Commission as in most cases their minutes are specific, and more geared towards land use processes which require very specific minutes to be relied upon. Moreover, this would also not include City Council involvement in land use processes or decisions, it is expected hybrid minutes would continue to be produced, for the same reason as the Planning Commission due to necessity.

**Fiscal Notes:** None

**Alternatives:** None recommended

**Attachments:**

Powers Oregon Action Minutes  
Florence Council Action Minutes  
Sodaville Council Action Minutes  
Stayton Work Session Action Minutes  
Stayton Council Action Minutes  
Salem Action Minutes  
Salem Action Minutes 2  
Newport Historic Minutes 1999  
Newport Historic Minutes 1965

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From: David Allen  
Sent: Sunday, October 1, 2023 2:27 PM  
To: Erik Glover  
Cc: Department Heads; City Council; Robert Emond  
Subject: Re: October 02. 2023 Work Session and City Council Agenda

For the Oct. 2 work session agenda item 2.C. (discussion on action minutes), include this e-mail in the agenda packet. --David

ORS 192.650 (link below) sets out the requirements for meeting minutes:

[https://oregon.public.law/statutes/ors\\_192.650](https://oregon.public.law/statutes/ors_192.650)

These requirements are summarized in the AG's public records/meetings manual (2019) as follows:

A governing body must provide for written minutes of its meetings and executive sessions, or sound, video, or digital recording. The written minutes or recording must include at least the following information:

- members present;
- motions, proposals, resolutions, orders, ordinances and measures proposed and their disposition;
- results of all votes; and, the vote of each member by name, except for public bodies consisting of more than 25 members unless recording by name is requested by a member of that body;
- the substance of any discussion on any matter; and
- a reference to any document discussed at the meeting, unless even a reference to the document is exempt under Public Records Law.

Written minutes need not be a verbatim transcript, and a sound, video, or digital recording is not required to contain a full recording of the meeting, except as otherwise provided by law. However, the minutes or recording must contain the above information and must give "a true reflection of the matters discussed at the meeting and the views of the participants."

\* \* \* \* \*

**192.650 Recording or written minutes required; content; fees.** (1) The governing body of a public body shall provide for the sound, video or digital recording or the taking of written minutes of all its meetings. Neither a full transcript nor a full recording of the meeting is required, except as otherwise provided by law, but the written minutes or recording must give a true reflection of the matters discussed at the meeting and the views of the participants. All minutes or recordings shall be available to the public within a reasonable time after the meeting, and shall include at least the following information:

- (a) All members of the governing body present;
- (b) All motions, proposals, resolutions, orders, ordinances and measures proposed and their disposition;
- (c) The results of all votes and, except for public bodies consisting of more than 25 members unless requested by a member of that body, the vote of each member by name;
- (d) The substance of any discussion on any matter; and
- (e) Subject to ORS 192.311 to 192.478 relating to public records, a reference to any document discussed at the meeting.

(2) Minutes of executive sessions shall be kept in accordance with subsection (1) of this section. However, the minutes of a hearing held under ORS 332.061 shall contain only the material not excluded under ORS 332.061 (2). Instead of written minutes, a record of any executive session may be kept in the form of a sound or video tape or digital recording, which need not be transcribed unless otherwise provided by law. If the disclosure of certain material is inconsistent with the purpose for which a meeting under ORS 192.660 is authorized to be held, that material may be excluded from disclosure. However, excluded materials are authorized to be examined privately by a court in any legal action and the court shall determine their admissibility.

(3) A reference in minutes or a recording to a document discussed at a meeting of a governing body of a public body does not affect the status of the document under ORS 192.311 to 192.478.

(4) A public body may charge a person a fee under ORS 192.324 for the preparation of a transcript from a recording. [1973 c.172 §5; 1975 c.664 §1; 1979 c.644 §4; 1999 c.59 §44; 2003 c.803 §14]

Powers City Council  
**Regular Meeting Minutes**  
October 4, 2022 at 6:30 PM

**MEETING LOCATION:** 120 Fir Street, Powers, and teleconference.

**CITY COUNCIL ATTENDANCE:** Councilors Jeff Allred, Jim Clauson, Fred Fry, Debbie North, and Noah White attended in person. Mayor Robert Kohn and Councilor Jim Adamek were absent.

**STAFF ATTENDANCE:** Stephanie Patterson (City Recorder), Ellen Baldwin (PD Clerk), Michael Patterson (Utility Worker), Liz Pancheau (Public Works Lead), and Wesley Montgomery (Police Officer) attended in person. Joanie Bedwell (Library Director) attended remotely.

**GUEST ATTENDANCE:** Loree Pryce (Engineering Support Services) and Marilyn Shepherd attended in person. Tyler Duncan (RH2 Engineering) attended remotely.

**MEDIA & PUBLIC ATTENDANCE:** Eight additional individuals attended in person.

**CALL TO ORDER:** Council President Clauson called the meeting to order at 6:30 PM.

**SCHEDULED PRESENTATIONS:** Tyler Duncan from RH2 Engineering provided an update on the draft Storm Water Master Plan project. Public comment was taken on drainage issues at East Cedar Street. Loree Pryce and Marilyn Shepherd provided an update on the sewer collection system project, including the CCTV camera inspections of sewer mains and planned repairs to reduce inflow and infiltration. Councilors discussed the recommendation for inspection of private sewer laterals utilizing the \$60,000 grant allocated to the City from Senator Heard.

MOTION by Jeff Allred and seconded by Debbie North to authorize an emergency contract with RotoRooter to complete the CCTV inspection of private laterals utilizing the \$60,000 grant. Aye votes: Jeff Allred, Jim Clauson, Fred Fry, Debbie North, and Noah White. Nay votes: none. Abstentions: none. Absences: Jim Adamek and Robert Kohn. Motion passed.

Councilors discussed progress on the Safe Routes to School project and the need to have Pryce work as the project manager to ensure adequate design of the improvements.

MOTION by Jeff Allred and seconded by Fred Fry to authorize a task order for engineer of record Loree Pryce for project management of the Safe Routes to School project. Aye votes: Jeff Allred, Jim Clauson, Fred Fry, Debbie North, and Noah White. Nay votes: none. Abstentions: none. Absences: Jim Adamek and Robert Kohn. Motion passed.

**CONSENT CALENDAR:** MOTION by Jeff Allred and seconded by Noah White to approve the consent calendar. Aye votes: Jeff Allred, Jim Clauson, Fred Fry, Debbie North, and Noah White. Nay votes: none. Abstentions: none. Absences: Jim Adamek and Robert Kohn. Motion passed.

**PUBLIC COMMENT PERIOD FOR AGENDA ITEMS ONLY:** None.

**ACTION ITEM—ORDINANCE 2022-01:** Councilors discussed the proposed amendment to the land use ordinance. Public comment was taken in support of and in opposition to the ordinance. Public comment was also taken on Duane Adels' expectation to expand the Buffalo Ridge trailer park as an RV park. Councilor Clauson read the ordinance aloud in its entirety and once again by title only.

**MOTION** by Jeff Allred and seconded by Debbie North to adopt Ordinance 2022-01: An Ordinance Amending the Zoning & Land Use Ordinance. Aye votes: Jeff Allred, Fred Fry, Debbie North, and Noah White. Nay votes: Jim Clauson. Abstentions: none. Absences: Jim Adamek and Robert Kohn. Motion passed.

**ACTION ITEM—SISTER CITY PARTICIPATION:** Councilors discussed whether to register as a sister city with a city in Ukraine for cultural enrichment, with Councilor North to be the designated contact for the project. Public comment was taken in support of the proposal.

**MOTION** by Debbie North and seconded by Fred Fry to register as a sister city with a city in Ukraine. Aye votes: Jeff Allred, Fred Fry, Debbie North, and Noah White. Nay votes: Jim Clauson. Abstentions: none. Absences: Jim Adamek and Robert Kohn. Motion passed.

**RECESS:** Councilor Clauson recessed the meeting at 8:19 PM to allow Patterson to reconnect the teleconference line after an interruption.

**RESUME:** The meeting was called back to order at 8:23 PM.

**ACTION ITEM—WAIVER REQUEST:** Councilors discussed whether to issue a waiver of utility fees on a delinquent account that had accrued without payments since 2014, requested by property owner Sylvia Hickman. Councilors agreed by consensus to take no action on the request.

**PUBLIC COMMENT ON GENERAL CITY MATTERS:** Public comment was taken on the following topics: scheduling a meet and greet event for council candidates before the November election; acquiring a radar machine to curb speeding on the highway; a request for a community events message board at Bicentennial Park.

Councilors agreed by consensus to have Patterson make arrangements for an informal meet and greet for council candidates to be held at The Code restaurant before the election. Councilors agreed by consensus to have Montgomery look into borrowing a radar machine from another agency for use on the highway coming into town on the north side. Councilors agreed by consensus to have Pancheau arrange for installing a message board for local events and flyers at the Bicentennial Park.

**ADJOURNED:** 8:37 PM

\_\_\_\_\_  
Robert Kohn, Mayor

November 1, 2022  
Date Approved

\_\_\_\_\_  
Stephanie Patterson, City Recorder

*This document is supplemented by agenda packet materials, meeting materials distributed and electronic audio / video recordings of the meeting and may be reviewed upon request to the City Recorder.*

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**City of Florence  
City Council Regular Session  
Held at the Siuslaw Valley Fire & Rescue  
2625 Hwy 101, Florence, Oregon  
Final Action Minutes  
December 10, 2018**

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**CALL TO ORDER - ROLL CALL - PLEDGE OF ALLEGIANCE**

Meeting called to order at 5:30 p.m.

Councilors Present: Mayor Joe Henry, Councilors Joshua Greene, Ron Preisler, Susy Lacer and Woody Woodbury.

Councilors Absent: None

Staff Present: City Manager Erin Reynolds, Public Works Director Mike Miller, Chief of Police Tom Turner, Planning Director Wendy FarleyCampbell, City Recorder / Economic Development Coordinator Kelli Weese, Project Manager Megan Messmer, Human Resources Analyst Alex Ferguson, Associate Planner Glen Southerland and Florence Events Center Director Kevin Rhodes.

**PRESENTATIONS & ANNOUNCEMENTS**

- Employee Introduction
  - Police Officer – Wade Martin

Start Time: 5:30 p.m.

Action: Mr. Martin was introduced to the City Council.

**1. PUBLIC COMMENTS – *Items Not on the Agenda***

This is an opportunity for members of the audience to bring to the Council's attention any item not otherwise listed on the Agenda. Persons wishing to address the Council must complete a Speaker's Card available online at <http://www.ci.florence.or.us/council/request-address-city-council-speakers-card>, or at the meeting. Speakers Cards are due at least (5) minutes before the meeting. Comments will be limited to three (3) minutes per person, with a maximum time of 15 minutes for all items. Speakers may not yield their time to others.

Start Time: 5:32 p.m.

Comments: None



## **CONSENT AGENDA**

### **2. APPROVAL OF MINUTES**

Consider approval of the October 22, 2018 City Council meeting minutes and the October 24, 2018 City Council work session minutes.

### **3. CERTIFICATION OF ELECTION**

Consider approval of **Resolution No. 23, Series 2018**, a resolution certifying the results of the 2018 General Election.

### **4. TSUNAMI EVACUATION WAYFINDING SIGNAGE GRANT**

Consider authorizing staff to submit an application to the Oregon Department of Geology and Mineral Industries (DOGAMI) and the Oregon Office of Emergency Management to assist with the purchasing of additional tsunami evacuation wayfinding signage.

Start Time: 5:33 p.m.  
Action: Approval of the consent agenda items as presented.  
Motion: Councilor Lacer  
Second: Councilor Woodbury  
Vote: Unanimous

## **PUBLIC HEARING & ACTION ITEMS**

The public will have an opportunity to offer comments on public hearing items after staff has given their report. Persons wishing to address the Council must complete a Speaker's Card available online at <http://www.ci.florence.or.us/council/request-address-city-council-speakers-card>, or at the meeting. Speaker's cards are due at least five (5) minutes before the meeting. Comments will be limited to five (5) minutes per person. Speakers may not yield their time to others.

### **3. PETERSON ANNEXATION & ZONE CHANGE**

#### **A. PUBLIC HEARING**

Hear and consider written and oral testimony regarding the annexation and zone assignment of the 0.20 acre property located at 87717 Rhododendron Drive, east of North Jetty Drive as applied for by Mr. Gordon Peterson.

Start Time: 5:35 p.m.  
Hearing Reading: CR Weese read the Land Use Hearing Script and officiated the public hearing procedures.  
Public Hearing: Opened at 5:37 p.m.  
  
Handout: PowerPoint Presentation  
Discussion: The City Council discussed...

- Potential stormwater needs for the area

Comments: Councilor Preisler  
  
Comments: None

Public Hearing: Closed at 5:41 p.m.

## **B. APPROVAL OF ANNEXATION REQUEST**

Consider approval of **Ordinance No. 18, Series 2018**, an ordinance approving the annexation of Assessors Map No. 18-12-10-33, Tax Lot 00200.

Action: First Reading of Ordinance No. 18, Series 2018  
Vote: Unanimous

Action: Second reading of Ordinance No. 18, Series 2018  
Motion: Mayor Henry  
Second: Councilor Lacer  
Roll Call Vote: Councilor Woodbury – Aye  
Councilor Preisler – Aye  
Councilor Greene – Aye  
Councilor Lacer – Aye  
Mayor Henry – Aye  
Ordinances passes 5-0

## **C. APPROVAL OF ZONE ASSIGNMENT**

Consider approval of **Ordinance No. 19, Series 2018**, an ordinance establishing Restricted Residential zoning district for the Peterson property, as part of the proposed annexation.

Action: First Reading of Ordinance No. 19, Series 2018  
Vote: Unanimous

Action: Second reading of Ordinance No. 19, Series 2018  
Motion: Councilor Preisler  
Second: Councilor Lacer  
Roll Call Vote: Councilor Woodbury – Aye  
Councilor Preisler – Aye  
Councilor Greene – Aye  
Councilor Lacer – Aye  
Mayor Henry – Aye  
Ordinances passes 5-0

## **ACTION ITEMS**

The public will have an opportunity to offer comments on action items after staff has given their report. Persons wishing to address the Council must complete a Speaker's Card available online at <http://www.ci.florence.or.us/council/request-address-city-council-speakers-card>, or at the meeting. Speaker's cards are due at least five (5) minutes before the meeting. Comments will be limited to three (3) minutes per person. Speakers may not yield their time to others.

### **6. VOLUNTEER POLICY MANUAL**

Consider approval of **Resolution No. 24, Series 2018**, a resolution establishing a Volunteer Policy Manual.

Start Time: 5:45 p.m.  
Handouts: PowerPoint Presentation  
Discussion: The City Council discussed...

- Appreciation for the time tracking elements for volunteers

Comments: Councilor Greene  
  
Action: Approval of Resolution No. 24, Series 2018  
Motion: Councilor Woodbury  
Second: Councilor Greene  
Vote: Unanimous

### **7. CITY MANAGER EVALUATION**

Consider approval of the annual evaluation for City Manager Erin Reynolds and consider salary adjustments beginning January 1, 2019.

Start Time: 5:57 p.m.  
Discussion: The City Council discussed...

- Process for the City Manager evaluation
- Appreciation for Ms. Reynolds work and the energy within the staff led by Ms. Reynolds
- Items reviewed during the City Manager evaluation process

Comments: Mayor Henry  
  
Action: Approve the City Manager Employee Evaluation of 3.82 / 4.00 and approve a contract amendment to amend Ms. Reynolds annual base salary by a 2% increase to \$132,451.  
  
Motion: Councilor Lacer  
Second: Councilor Greene  
Vote: Unanimous

## **8. 2019 CITY COUNCIL MEETING CALENDAR**

Review and consider approval of the 2019 City Council meeting calendar.

Start Time: 6:03 p.m.

Discussion: The City Council discussed...

- City Council work session start times

Comments: Mayor Henry

Action: Approve the 2019 City Council Meeting Calendar dates and consider evaluating City Council work session start times at the January 7<sup>th</sup> City Council meeting

Motion: Councilor Preisler

Second: Councilor Woodbury

Vote: Unanimous

## **REPORT & DISCUSSION ITEMS**

### **9. OCTOBER / NOVEMBER BOARD & COMMITTEE REPORTS**

Report on the Boards & Committees for the Month of October / November 2018.

Start Time: 6:06 p.m.

Discussion: The City Council discussed...

- Public Art selection of artist design for Central Lincoln PUD Mural

Comments: Councilor Greene

### **10. CITY MANAGER REPORT & DISCUSSION ITEMS**

Start Time: 6:08 p.m.

Discussion: The City Council discussed...

- City Council and other city upcoming meetings
- Upcoming city events

### **11. CITY COUNCIL REPORTS & DISCUSSION ITEMS**

Start Time: 6:12 p.m.

Discussion: The City Council discussed...

- Council activities in the community and community announcements

Meeting adjourned at 6:16 p.m.

**ATTEST:**

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Joe Henry, Mayor

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Kelli Weese, City Recorder

DRAFT

**City of Sodaville**  
**Regular Session Minutes**  
**May 18, 2023 7:00**  
**30723 Sodaville Rd Lebanon, OR 97355**

**1. Call to Order**

Mayor Lewis called the meeting to order at 7:00PM.

**2. Pledge of Allegiance**

Mayor Lewis led the pledge of allegiance.

**3. Roll Call**

Councilors: Mayor Brian Lewis, Council President Roger Perry, Councilor Jeff Hensley, Councilor Adina Olivares, Councilor Joseph Parsons.

Staff: City Recorder Alex McHaddad, Public Works Director J D Burns.

**4. Visitors**

Faith Pires, Tammi Lewis, Ryan Vogt, Tim Bartley, Councilor Emeritus Ray Jackman, Tina Breshears.

**5. Bills**

Council President Perry moved to pay outstanding bills, second by Councilor Hensley.

Yes: Mayor Lewis, Council President Perry, Councilor Hensley, Councilor Olivares, Councilor Parsons.

No: N/A.

Abstain: N/A.

*Motion passes.*

**6. Minutes**

- April 20, 2023

Council President Perry moved to approve the minutes, second by Councilor Hensley.

Yes: Mayor Lewis, Council President Perry, Councilor Hensley, Councilor Olivares, Councilor Parsons.

No: N/A.

Abstain: N/A.

*Motion passes.*

**7. Public Comment**

This is the time to speak to the City Council or Mayor on any subject **including what is listed** on this Agenda except for Public Hearings. Time limit is 3 minutes per person.

Tina Breshears of Habitat for Humanity attempted to have the Council hold a public hearing on an application for a street vacation.

Councilor Olivares moved to refer the matter of the application to counsel, second by Council President Perry.

Yes: Mayor Lewis, Council President Perry, Councilor Hensley, Councilor Olivares, Councilor Parsons.

No: N/A.

Abstain: N/A.

*Motion passes.*

Councilor Parsons moves to suspend the agenda and open Item 10.B., second by Councilor Olivares.

Yes: Mayor Lewis, Council President Perry, Councilor Hensley, Councilor Olivares, Councilor Parsons.

No: N/A.

Abstain: N/A.

*Motion passes.*

Councilor Parsons Joe moved to suspend and open Item 10.A., second by Councilor Hensley.

Yes: Mayor Lewis, Council President Perry, Councilor Hensley, Councilor Olivares, Councilor Parsons.

No: N/A.

Abstain: N/A.

*Motion passes.*

## **8. City Recorder's Report**

- City Finances
- City Update

## **9. Public Works Report**

- Water Update

## **10. New Business:**

- a. OCWCOG Update
- b. Appointment of Budget Committee Members

Mayor Lewis nominated the following Budget Committee appointees:

- Tim Bartley 2021-2023
- Faith Pires 2022-2024
- Hon. Lori McAllen 2022-2024
- Tammi Lewis 2023-2025

Mayor Lewis named a potential conflict of interest in nominating a member of his household to serve on the Committee.

Councilor Hensley moved to confirm appointments to the Budget Committee, second by Council President Perry.

Yes: Mayor Lewis, Council President Perry, Councilor Hensley, Councilor Olivares, Councilor Parsons.

No: N/A.

Abstain: N/A.

*Motion passes.*

c. Resolution 23-03 LGIP Transfer

Councilor Hensley moved to adopt Resolution 23-03, second by Councilor Parsons.

Yes: Mayor Lewis, Council President Perry, Councilor Hensley, Councilor Olivares, Councilor Parsons.

No: N/A.

Abstain: N/A.

*Motion passes.*

d. City Excavation Policy

**11. Old Business**

**12. Council Reports**

**13. Public Comment**

This is the time to speak to the City Council or Mayor on any subject **other than what is listed** on this Agenda except for Public Hearings. Time limit is 3 minutes per person.

**14. Adjourn**

Councilor Hensley moved to adjourn into executive session under ORS ORS 192.660 Section 2 Subsection f.

Yes: Mayor Lewis, Council President Perry, Councilor Hensley, Councilor Olivares, Councilor Parsons.

No: N/A.

Abstain: N/A.

*Motion passes.*

Councilor Parsons moved to adjourn the executive session, second by Councilor Hensley.

Yes: Mayor Lewis, Council President Perry, Councilor Hensley, Councilor Olivares, Councilor Parsons.

No: N/A.

Abstain: N/A.

*Meeting adjourned at 8:44PM.*



**Stayton City Council  
Work Session  
August 7, 2023**

**LOCATION:** STAYTON COMMUNITY CENTER, 400 W. VIRGINIA STREET, STAYTON

**Time Start:** 6:00 P.M.

**Time End:** 7:07 P.M.

**MEETING ATTENDANCE LOG**

	STAYTON STAFF
Mayor Brian Quigley	Julia Hajduk, City Manager
Councilor David Giglio (excused)	Alissa Angelo, Assistant City Manager
Councilor Ben McDonald	James Brand, Finance Director
Councilor Jordan Ohrt	Gwen Johns, Police Chief (excused)
Councilor David Patty (excused)	Lance Ludwick, Public Works Director
Councilor Steve Sims	Janna Moser, Library Director (joined at 6:22 p.m.)
	Tammy Bennett, Office Specialist (excused)

AGENDA	ACTIONS
<b>Santiam Water Control District Water Delivery Contract</b>	Ms. Hajduk provided an update on the City's work with the Santiam Water Control District on the Water Deliver Contract.
<b>Wilderness Park Update</b>	Ms. Hajduk gave an update on meetings with the Santiam Water Control District regarding Wilderness Park. Discussion of funding from Marion County, ongoing costs to the City for annual maintenance, and potential lease costs.
<b>ARPA Fund Use</b>	Ms. Hajduk reviewed the memo on ARPA fund options emailed to Council prior to the meeting. Discussion among Council of recommended projects.
<b>City Attorney Request for Proposals</b>	Ms. Hajduk reviewed the previous City Attorney request for proposals and received input from Council on edits to the document.

APPROVED BY THE STAYTON CITY COUNCIL THIS 21<sup>ST</sup> DAY OF AUGUST 2023, BY A 5/0 VOTE OF THE STAYTON CITY COUNCIL.

Date: 8-21-2023

By:   
Brian Quigley, Mayor

Date: 8-22-23

Attest:   
Julia Hajduk, City Manager

Date: 8/21/2023

Transcribed by:   
Alissa Angelo, Assistant City Manager

**City of Stayton  
City Council Minutes  
August 21, 2023**

<b>LOCATION:</b> STAYTON COMMUNITY CENTER, 400 W. VIRGINIA, STAYTON
<b>Time Start:</b> 7:01 P.M. <span style="float: right;"><b>Time End:</b> 8:13 P.M.</span>

**COUNCIL MEETING ATTENDANCE LOG**

COUNCIL	STAYTON STAFF
Mayor Brian Quigley	Julia Hajduk, City Manager
Councilor David Giglio (joined @ 7:02 p.m.)	Alissa Angelo, Assistant City Manager
Councilor Ben McDonald	Lance Ludwick, Public Works Director (via Zoom)
Councilor Jordan Ohrt	Gwen Johns, Police Chief
Councilor David Patty	Janna Moser, Library Director
Councilor Stephen Sims	James Brand, Finance Director (excused)
	Tammy Bennett, Office Specialist

AGENDA	ACTIONS
<b>REGULAR MEETING</b>	
<b>Announcements</b> a. Additions to the agenda	None.
b. Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc.	None.
<b>Appointments</b>	None.
<b>Public Comment</b> a. Christopher Walker, 155 S. Evergreen b. Josh Spencer, 213 N. Oak Ave. c. Ray Hanna, 237 N. Oak Ave.	Written comment was distributed to Council prior to the meeting and posted to the City Council's page on the City website.  Public comment was in opposition to homeless camping in residential areas.
<b>Consent Agenda</b> a. July 17, 2023 City Council Regular Session Minutes b. August 7, 2023 City Council Work Session Minutes c. Resolution No. 1069, Modification to Teen Center Lease	Motion from Councilor Ohrt, seconded by Councilor Patty, to approve the consent agenda as presented. <b>Motion passed 5:0.</b>
<b>Presentations</b> a. Summer Reading Program – Janna Moser	Ms. Moser provided a recap of the Summer Reading 2023 program at Stayton Public Library.
<b>Public Hearing</b> <b>Ordinance No. 1064 Vacation of Alleyway between N First Ave and N Second Ave</b> a. Commencement of Public Hearing	Mayor Quigley read the opening statement and opened the hearing at 7:28 p.m.



b. Staff Introduction & Report c. Applicant Presentation d. Questions from the Council  e. Proponents' Testimony f. Opponents' Testimony g. Neutral/Other Testimony h. Questions from the Council i. Applicant Summary j. Staff Summary k. Close of Hearing l. Council Deliberation  m. Council Decision on Ordinance No. 1064	Mr. Jacks reviewed the staff report. None. Council asked questions about the application. Mr. Jacks responded. None. None. None. Nothing further. None. Mr. Jacks gave the staff recommendation. Mayor Quigley closed the hearing at 7:38 p.m. Council requested that going forward the value of the vacated land be documented. Motion from Councilor Patty, seconded by Councilor Giglio, to approve Ordinance No. 1064 as presented. <b>Motion passed 5:0.</b>
<b>Presentations</b> b. New Staff Introduction – Gwen Johns	Chief Johns introduced Seargent Bielenberg. Seargent Bielenberg shared her background.
<b>Communications from City Staff</b>	Ms. Hajduk announced there will be a City Council Special Session next week to award the Douglas Avenue Watermain Replacement & Pavement Overlay project contract.  Chief Johns provided a Police Department update including the new camping ordinance. Chief Johns shared a joint project with the Stayton Public Library scheduled for next summer, Safety Town.  Ms. Hajduk and Chief Johns spoke of the annual International Overdose Awareness Day on August 31 <sup>st</sup> .
<b>Communications from Mayor and Council</b>	Councilors addressed public comments.

APPROVED BY THE STAYTON CITY COUNCIL THIS 18<sup>th</sup> DAY OF SEPTEMBER 2023, BY A 5:0 VOTE OF THE STAYTON CITY COUNCIL.

Date: 9/26/2023 By: Brian Quigley  
Brian Quigley, Mayor  
Date: 9/26/23 Attest: Julia Hajduk  
Julia Hajduk, City Manager  
Date: 9-18-2023 Transcribed by: Tammy Bennett  
Tammy Bennett, Office Specialist

*555 Liberty St SE  
Salem, OR 97301*



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

**Monday, June 26, 2023**

**6:00 PM**

**Hybrid Meeting / Council Chambers**

**Urban Renewal Agency**

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 2:00 p.m. on the day of the meeting using this link <https://www.cityofsalem.net/comment-at-council>.

## **1. OPENING EXERCISES:**

### **Call to Order**

**6:16 p.m.**

### **Roll Call**

**Board Member Phillips attended the meeting remotely.**

**Present:** 9 - Chairperson Hoy, Board Member Nordyke, Board Member Stapleton, Board Member Phillips, Board Member Gonzalez, Board Member Varney, Board Member Nishioka, Board Member Hoy, and Board Member Gwyn

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

**None.**

## **2. PUBLIC COMMENT**

**None.**

## **3. CONSENT CALENDAR:**

**A motion was made by Board Member Stapleton, seconded by Board Member Phillips to approve the consent calendar.**

**Comments by Board Member Stapleton.**

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

**Aye:** 9 - Hoy, Nordyke, Stapleton, Phillips, Gonzalez, Varney, Nishioka, Hoy, and Gwyn

**Nay:** 0

**Abstain:** 0

## **3.1 MINUTES:**

**3.1a.**     [23-265](#)             June 12, 2023 Draft Urban Renewal Agency Minutes

**Action: Approved.**

### **3.2 RESOLUTIONS:**

**3.2a.**     [23-245](#)             Adoption of the FY 2024 Urban Renewal Agency of the City of Salem budget

Ward(s): All Wards

Councilor(s): All Board Members

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. 23-11 URA, to adopt the FY 2024 Urban Renewal Agency of the City of Salem budget.**

### **3.3 ACTION ITEMS:**

**None.**

### **4. PUBLIC HEARINGS:**

**None.**

### **5. SPECIAL ORDERS OF BUSINESS**

**None.**

### **6. INFORMATION REPORTS:**

**Comments by: Community and Urban Development Director Kristin Retherford and Chair Hoy.**

**The meeting adjourned at 6:18 p.m.**

Newport, Oregon

June 19, 2000

7:30 P.M.

The Common Council of the City of Newport, Oregon, met in regular session on the above date, in the Council Chambers of the Newport City Hall, Mayor Jones presiding. On roll call, Belloni, Hammond, Jones, Miller, Sabanskas, and Updenkelder, were present. McConnell was absent.

#### **SPECIAL COMMITTEE REPORTS**

Sabanskas reported on the first meeting of the Bicycle/Pedestrian Advisory Committee. She mentioned that Keith Coddington had explained Pac West's connection to Legacy Emmanuel, and that there are grants available for bike helmets for children. She stated that since a committee had been organized, a grant, for helmets, was now possible.

There were no further committee reports.

#### **PUBLIC COMMENT**

Fire Chief Crook, and firefighters Beck, DiTorrice, Fogarty, and Allen, invited everyone to attend a pancake breakfast on June 24, 2000, from 7:00 – 11:00 A.M., at 245 NW 10<sup>th</sup> Street. It was noted that the proceeds of the breakfast would be earmarked for a training facility. Firefighter Beck gave a history of the fundraising effort, noting that he hoped to address City Council with a design, location, and briefing on the training facility, within the next 45 days. Updenkelder urged the community to support this effort.

#### **CONSENT CALENDAR**

The following items made up the consent calendar for this meeting:

1. Approval of minutes from the regular meeting of June 5, 2000.
2. Police & Fire reports.
3. Passage of Resolution No. 3237, setting July 17, 2000, as the date for a public hearing on the matter of vacating a portion of S.E. 13<sup>th</sup> Street.

MOTION was made by Sabanskas, seconded by Miller, that the consent calendar, be approved, as presented. The motion carried unanimously in a voice vote.

#### **PUBLIC HEARINGS**

**PUBLIC HEARING ON PROPOSED SUPPLEMENTAL BUDGET FOR FISCAL YEAR 1990-00.** City Manager Sasaki reviewed the proposed resolution, noting that most of the items were for improvements to Harney Street and slides during last winter. There are also transfers from the airport bonded debt fund, CFD water fund, and capital facilities construction fund. The Mayor opened the public hearing at 7:37 P.M., calling for public comment. Hearing none, the public hearing was closed at 7:38 P.M. MOTION was made by Miller, seconded by Sabanskas, that Resolution No. 3238, adopting the supplemental budget, be approved, as presented. The motion carried unanimously in a voice vote.

**PUBLIC HEARING TO CONSIDER A REMAND FROM LUBA OF A CONDITIONAL USE PERMIT FOR VISTA LAND CORPORATION.** It was noted that a request to postpone this hearing had been submitted

prior to this meeting. MOTION was made by Belloni, seconded by Sabanskas, that the hearing to consider a remand from LUBA of a conditional use permit for Vista Land Corporation be postponed until July 17, 2000. The motion carried unanimously in a voice vote.

#### **UNFINISHED BUSINESS**

There was no unfinished business to consider.

#### **OFFICER'S REPORTS**

**Report of the Mayor.** Mayor Jones mentioned the upcoming Latimer Quilt Show scheduled for June 24, 2000.

**Report of the City Manager.** City Manager Sasaki requested Council ratify the execution of a contract for the wastewater treatment plant. MOTION was made by Belloni, seconded by Sabanskas, that the City Manager's execution of a contract for the wastewater treatment plant be ratified. The motion carried unanimously in a voice vote.

Sasaki spoke to the request from the Lincoln County Fair Board requesting the closure of Harney Street, from 3<sup>rd</sup> to 7<sup>th</sup> Streets, from July 8 – July 17. MOTION was made by Miller, seconded by Hammond, that the Lincoln County Fair Board be allowed to close Harney Street, from 3<sup>rd</sup> to 7<sup>th</sup>, between July 8 – 17, 2000. The motion carried unanimously in a voice vote.

Sasaki noted that the agreement with LINCOM would expire at the end of the month. He noted that the City Attorney had reviewed an extension to this agreement, and had a few minor changes, but recommended that Council authorize the City Manager to sign the extension with the same terms as the current agreement. MOTION was made by Miller, seconded by Sabanskas that the City Manager be authorized to sign an extension of the LINCOM agreement. The motion carried unanimously in a voice vote.

Sasaki noted that the parking enforcement officer started work on June 1, and had been issuing warnings until today, when he began writing citations for parking.

**Report of the City Attorney.** City Attorney Connell distributed a license agreement between the City and Art and Sandra Braxling. The agreement is to allow the City to use certain property for the pipeline to the wastewater treatment facility and pump station until an easement can be prepared and signed. It was noted that the Braxling's were expected to sign the license agreement in the morning. MOTION was made by Miller, seconded by Belloni, that the City Manager be authorized to sign the license agreement between Art and Sandra Braxling and the City. The motion carried unanimously in a voice vote.

The City Attorney recommended Council approve pre-qualification of bidders on the horizontal directional drilling project. MOTION was made by Belloni, seconded by Sabanskas, that bidders on the HDD project be pre-qualified. The motion carried unanimously in a voice vote.

The City Attorney further recommended that an advertisement for bids be approved, as well as designating Lee Ritzman as the public contracting officer for purposes of the HDD project. MOTION was made by Miller, seconded by Belloni, that the advertisement for bids be approved, and that Lee Ritzman



be designated as the public contracting officer for the HDD project. The motion carried unanimously in a voice vote.

## **NEW BUSINESS**

**CONSIDERATION OF TRANSFERRING BUDGET APPROPRIATIONS TO BALANCE OF 1999-00 BUDGET EXPENDITURES – BUDGET TRANSFER RESOLUTION NO. 3239.** The City Manager reviewed the proposed fund transfers. MOTION was made by Miller, seconded by Sabanskas, that Resolution No. 3239, regarding budget transfers, be approved, as presented. There was no discussion. The motion carried unanimously in a voice vote.

**CONSIDERATION OF A RESOLUTION AUTHORIZING A LOAN FROM THE AGATE BEACH CLOSURE FUND TO THE ADVERTISING AND PROMOTION FUND – RESOLUTION NO. 3240.** The City Manager noted that this was a loan for the winter advertising campaign. MOTION was made by Miller, seconded by Sabanskas, that Resolution No. 3240, authorizing a loan from the Agate Beach Closure Fund to the Advertising and Promotion Fund, be approved, as presented. There was no discussion. The motion carried unanimously in a voice vote.

**INTERGOVERNMENTAL AGREEMENT CREATING THE LINCOLN COUNTY ENTERPRISE ZONE ASSOCIATION AND ZONE MANAGER.** Mayor Jones reviewed the history of this enterprise zone, noting that the board would consist of two members each from Newport, Waldport, Toledo, and Lincoln County. MOTION was made by Miller, seconded by Sabanskas, that the intergovernmental agreement creating the Lincoln County Enterprise Zone Association and zone manager, be approved, as presented. There was no discussion. The motion carried unanimously in a voice vote.

## **APPROVAL OF CLAIMS AGAINST CITY**

MOTION was made by Belloni, seconded by Hammond, that the claims against the City, as authorized by the City Manager, be approved as presented. There was a brief discussion. The motion carried in a voice vote, with Miller, Sabanskas, and Updenkelder abstaining, as they, or their companies, had claims among those presented for payment.

## **UPCOMING MEETINGS**

City Manager Sasaki requested that he be excused from the Council Meetings of July 17 and August 7, 2000. MOTION was made by Sabanskas, seconded by Belloni, to approve the City Manager's request. The motion carried unanimously in a voice vote.

MOTION was made by Miller that the Council Meeting of July 3, 2000 be cancelled. He later withdrew this motion.

A request was made by Updenkelder and Sabanskas to be excused from the Council Meeting of July 3, 2000, and from Belloni, to be excused for the Council Meetings of July 3 and 17, 2000. MOTION was made by Updenkelder, seconded by Sabanskas, that these requests be approved. The motion carried unanimously in a voice vote.

MOTION was made by Updenkelder, seconded by Miller, that the Council Meeting of July 3, 2000, be cancelled, rather than wait to determine whether a quorum would be available. The motion carried unanimously in a voice vote.

A request was made to revisit parking by the water wheel on the bay front.

#### **ADJOURNMENT**

Having no further business, the meeting adjourned at 8:07 P.M.

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Margaret M. Hawker, City Recorder

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Mark D. Jones, Mayor

*555 Liberty St SE  
Salem, OR 97301*



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

**Monday, July 10, 2023**

**6:00 PM**

**Hybrid Meeting / Council Chambers**

**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 2:00 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

6:32 p.m.

#### Roll Call

**Present:** 9 - Councilor Hoy, Councilor Nordyke, Councilor Phillips, Councilor Stapleton, Councilor Gonzalez, Councilor Varney, Councilor Nishioka, Mayor Hoy, and Councilor Gwyn

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

None.

### 1.2 COUNCIL AND CITY MANAGER COMMENT

Comments by: City Manager Keith Stahley, Police Chief Trevor Womack, Mayor Hoy, Councilors Nordyke, Varney, Nishioka, Phillips, and Hoy.

### 1.3 PROCLAMATIONS

None.

### 1.4 PRESENTATIONS

None.

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

The following individuals provided comments:

Evan West, Ward 7, Item 5.a, File 23-279

Michael Slater, Ward 7, Item 6.a, File 23-244

Comments by: Mayor Hoy.

Donna Cowan, 2380 West Nob Hill, Item 5.a, File 23-279 (Ms. Cowan read comments on behalf of David Friday)

## 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.

Comments by Councilor Stapleton.

The motion CARRIED by the following vote:

**Aye:** 9 - Hoy, Nordyke, Phillips, Stapleton, Gonzalez, Varney, Nishioka, Hoy, and Gwyn

**Nay:** 0

**Abstain:** 0

### 3.1 MINUTES

**3.1a.** [23-277](#) June 26, 2023 Draft City Council Minutes

**Action:** Approved.

### 3.2 RESOLUTIONS

None.

### 3.3 ACTION ITEMS

**3.3a.** [23-267](#)

Letter of Support for Housing Production Strategy Grant Application

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

**Authorized the Mayor to sign a letter of support for the Housing Production Strategy project on behalf of the City Council.****3.3b.** [23-268](#)

Intergovernmental Agreement with City of Turner Police Department for vehicle maintenance

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Service Area(s): Good Governance;

**Authorized the City Manager to execute an IGA between the City and the Agency for fleet shop services through June 30, 2024.****3.3c.** [23-269](#)

Intergovernmental Agreement with City of Aumsville Police Department for vehicle maintenance

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Service Area(s): Good Governance;

**Authorized the City Manager to execute an IGA between the City and the Agency for fleet shop services through June 30, 2024.****4. PUBLIC HEARINGS**

**4.a.**     [23-273](#)

Ordinance Bill No. 12-23, creating the Safe Salem employee-paid tax on wages earned within the City of Salem.

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.

**Presentation by City Manager Keith Stahley and Chief Financial Officer Josh Eggleston.**

**Persons testifying:**

**Tom Roling, Marion County Tax Assessor, No address provided**

**Margaret May, 5064 Big Rock Court SE**

**Riley Haragan, 6817 Flicker Drive SE**

**Terenz McQuain, 1975 Center Street NE**

**Michael Junge, 2444 Sage Avenue SE**

**Mike Erdmann, Chief Executive Officer, Home Builders Association of Marion and Polk Counties, 2075 Madrona Avenue SE**

**Jessica Snook, 3827 McKenzie Pass Way NE, Apt. 2**

**John Miller, No address provided**

**Bill Riecke, Owns business in Ward 5**

**Brian Johnston, Ward 7**

**Susan Dunfee, Keizer resident**

**Maribel Saimiento, No address provided**

**Denyc Boles, Works in Ward 2**

**Amy Ryan Courser, No address provided**

**Ashleigh Fordham, No address provided**

**Corri Falardeau, Executive Director, Keizer Chamber of Commerce**

**Jeff Reynolds, No address provided**

**At 8:02 p.m., Mayor Hoy called for a recess; the meeting resumed at 8:09 p.m.**

**Public testimony continued:**

**Erik Andersson, President, SEDCOR, 626 High Street NE**

**Paul Tigan, Citizen Budget Committee Member, Ward 1**

**Deidre Mahoney Clark, No address provided**

**Anna Munson, No address provided**

**Jolene Koch, No address provided**

**Billy Dalto, Ward 2**

**Clifford Eiffler-Rodriguez, Ward 7**

**Tom Hoffert, Chief Executive Officer, Salem Area Chamber of Commerce, Ward 1**

**Mike Herron, VIPS Industries, Ward 2**

**Rich Duncan, Ward 2**

**Selina Barnes, Government Affairs Director, Mid-Valley Association of**

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Realtors, 2794 12th St SE  
Ron Liedkie, Ward 8  
D.J. Vincent, Pastor and Director, Church of the Park, Ward 3  
Becky Beaman, Ward 7  
Greg Sanberg, Ward 4  
Evan West, Ward 7  
Jordan Schweiger, 7675 State Street  
Adam Kelley, 4138 Cascade Hwy NE, Silverton, OR  
Tony Schacher, General Manager, Salem Electric, Ward 1  
Josh Erickson, Chief Operations Officer, Church of the Park, Ward 1  
Roger Bell, Ward 4  
Matt Hale, Ward 4  
Martey Heyen, Ward 5  
Jeff Heyen, Ward 5  
Tim Murphy, Chief Executive Officer, Bridgeway Recovery Services, No  
address provided  
Mike Pfenning, Ward 6  
Mike Slagle, Ward 6  
Jason Brandt, President and CEO, Oregon Restaurant and Lodging  
Association, Ward 8  
Marissa Theve, Ward 1  
LanDonye Sloan, Ward 7  
Pamela Lyons Nelson, Ward 1

The following individual provided comments remotely:  
Remember Watts, 4207 Southeast Pardee Street, Portland, OR

In-person testimony continued with the following individuals:

Alan Rasmussen, President, Salem Area Chamber of Commerce, 4195  
Aumsville Highway SE  
Andrew Sagert, No address provided  
Aaron Criswell, Ward 1  
Tanner Elliot, 585 Winter Street NE

At 9:45 p.m., the Mayor called for a five minutes recess; the hearing  
resumed at 9:50 p.m.

A motion was made by Councilor Stapleton, seconded by Councilor Phillips  
to extend the meeting to 11:00 p.m.; the motion was unanimously  
APPROVED.

Questions for staff: Councilor Gwyn, Mayor Hoy, Councilor Stapleton, Chief  
Financial Officer Josh Eggleston, Councilors Hoy, Phillips, and Nishioka, City  
Attorney Dan Atchison, City Manager Keith Stahley, Deputy City Manager  
Krishna Namburi, Councilor Gonzalez, Police Chief Trevor Womack, Fire Chief  
Mike Niblock, and Councilor Varney.

A motion was made by Councilor Stapleton, seconded by Councilor Phillips  
to advance Ordinance Bill No. 12-23 to second reading for enactment.

Comments by: Mayor Hoy and Councilor Stapleton.



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A motion was made by Councilor Stapleton, seconded by Councilor Phillips to extend the meeting to 11:45 p.m.; the motion was unanimously APPROVED.

A substitute motion was made by Councilor Hoy, seconded by Councilor Nordyke that Ordinance Bill No. 12-23 be referred to the voters at the next available election.

Comments by Councilor Hoy.

The motion FAILED by the following vote:

Aye: 4 - Hoy, Nordyke, Gonzalez, and Gwyn  
Nay: 5 - Phillips, Stapleton, Varney, Nishioka, and Hoy  
Abstain: 0

Questions or Comments by: Councilor Hoy and City Attorney Atchison

A substitute motion was made by Councilor Hoy, seconded by Councilor Gwyn that the public hearing be held open for written testimony for seven days.

Comments by Councilor Hoy.

The motion FAILED by the following vote:

Aye: 4 - Hoy, Nordyke, Gonzalez, and Gwyn  
Nay: 5 - Phillips, Stapleton, Varney, Nishioka, and Hoy  
Abstain: 0

Comments by: Councilors Phillips, Nordkye, Hoy, and Gwyn, Mayor Hoy, Councilors Stapleton and Varney.

The vote on the main motion, to advance Ordinance Bill No. 12-23 to second reading for enactment, CARRIED by the following vote:

Aye: 5 - Phillips, Stapleton, Varney, Nishioka, and Hoy

Nay: 4 - Hoy, Nordyke, Gonzalez, and Gwyn

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.**     [23-279](#)

Motion to Reconsider from Councilor Trevor Phillips concerning the legislative zone change and code amendment to repeal overlay zones in the SCAN neighborhood.

Ward(s): Ward 2

Councilor(s): Nishioka

Neighborhood(s): SCAN

**A motion was made by Councilor Phillips, seconded by Councilor Stapleton to reconsider City Council's decision to reject the legislative zone change and code amendment to repeal overlay zones in the SCAN neighborhood.**

**Questions or Comments by: Councilors Hoy and Phillips, and Mayor Hoy.**

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

**Aye: 6 - Phillips, Stapleton, Gonzalez, Varney, Hoy, and Gwyn**

**Nay: 3 - Nordyke, Nishioka, Hoy**

**Abstain: 0**

**A motion was made by Councilor Nishioka, seconded by Councilor Phillips to delay the Council deliberation on the proposed zone change and code amendment to repeal the overlay zones in the SCAN neighborhood to September 25, 2023.**

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

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

**Aye: 9 - Hoy, Nordyke, Phillips, Stapleton, Gonzalez, Varney, Nishioka, Hoy, and Gwyn**

**Nay: 0**

**Abstain: 0**

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

**6.a.**     [23-244](#)

Planning Commission requests City Council consider funding a feasibility study for renewable energy at the Salem Municipal Airport (McNary Field).

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

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

**6.b.**     [23-276](#)

Hearings Officer Decision - Redevelopment of an existing automotive dealership - Approved.

Conditional Use / Class 3 Site Plan Review / Class 2 Adjustment / Class 2 Driveway Approach Permit / Property Line Adjustment Case No. CU-SPR-ADJ-DAP-PLA23-05PLA23-11 - Tim Moody, Mike Sims - 2908 Market St SE.

Ward(s): 6  
Councilor(s): Hoy  
Neighborhood(s): NESCA

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

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

**6.c.**     [23-272](#)

Purchases approved administratively from May 1, 2023 through May 31, 2023.

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

**This Informational Report was read into the record.**

**7. ORDINANCES****7.1 FIRST READING:**

**None.**

**7.2 SECOND READING:****7.2a.**     [23-274](#)

Ordinance Bill No. 12-23, creating the Safe Salem employee-paid tax on wages earned within the City of Salem.

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.

**Second reading was conducted and Ordinance Bill No. 12-23, creating the Safe Salem employee-paid payroll tax, PASSED by the following vote:**

**Aye:**    5 - Phillips, Stapleton, Varney, Nishioka, and Hoy

**Nay:** 4 - Hoy, Nordyke, Gonzalez, and Gwyn

**Abstain:** 0

**7.2b.** [23-255](#)

An Annexation of an approximately 4.21-acre territory located in the 4800 Block of Macleay Rd SE and Lands Adjacent.

Ward(s): 2

Councilor(s): Nishioka

Neighborhood(s): SEMCA

Result Area(s): Welcoming and Livable Community

**Second reading was conducted and Ordinance Bill No. 11-23, approving annexation, applying City zoning, and approving withdrawal from the Marion County Fire District #1 for a territory, in the 4800 Block of Macleay Rd SE and Lands Adjacent, PASSED by the following vote:**

**Aye:** 9 - Hoy, Nordyke, Phillips, Stapleton, Gonzalez, Varney, Nishioka, Hoy, and Gwyn

**Nay:** 0

**Abstain:** 0

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

The following individual provided comments on non-agenda items:

**Ron Sterba, Pedestrian bike path bridge over Highway 22**

Comments by Mayor Hoy.

## 9. ADJOURNMENT

11:29 p.m.

Newport, Oregon  
October 4, 1965

The Common Council of the City of Newport met in regular session in the Council Chambers of the City Hall, Mayor Updenkelder presiding. On roll call, all members reported present except Barnette and Hord.

Moved by Bender, seconded by Ruddiman, the minutes of the regular meeting of September 20, 1965, be approved as mailed. All members present voted Aye; motion carried.

City Manager Davis reviewed the Planning Commission minutes for Council's benefit. HORD ENTERED.

Councilman Bender reported that the sports car races held on October 2nd and 3rd at the Newport Airport experienced no difficulty with the airport operation since the races were run over the new raceway constructed by the Chamber of Commerce Race Committee, which allows the northerly 2,000 feet of the north-south runway to be open at all times during the races. BARNETTE ENTERED.

Mayor Updenkelder reported that Tom Becker and Marvin Uhlenhake, who own 9.86 acres of land lying easterly of Big Creek Road and being a part of that area designated as the proposed new city park, have refused the city's offer of \$4,000, but made a verbal offer to the Mayor to sell their property for \$6,000. It was moved by Bender, seconded by Ruddiman that \$6,000 be offered to Tom Becker and Marvin Uhlenhake for their 9.86 acres. During the discussion that followed, Councilman Hord stated that he felt since this land had been appraised at \$4,000 by an outside appraiser, the city should not offer any more than this amount. He did not feel a bonus should be given in order to keep everyone happy, when the city has the power of condemnation and could buy the property for less than the \$6,000 being offered. City Attorney Hollen pointed out that if the city's power of condemnation was used, the cost of the trial that would ensue would be somewhere close to \$1,000 to cover his lawyer's fees and costs of hiring further appraisers. Also, he pointed out that if the jury were to award a figure higher than the one offered by the city, the city would also have to pay, in addition to the above stated costs, the court costs and attorney fees of the owners of the land being condemned. He recommended that the Council offer something between \$4,000 and \$6,000. After considerably more discussion by various members of the Council, the Mayor called for a vote on the question before the Council. Barnette, Bender, Pepper, Ruddiman, Scott and Updenkelder voted Aye; Hord voted Nay; motion carried.

Mayor Updenkelder called to the Council's attention the League of Oregon Cities meeting, to be held in Salem on November 14, 15 and 16, and hoped that as many members of the Council as possible could attend this meeting. He and one other Councilman had attended last year's meeting, and had found it very educational and informative.

Mr. and Mrs. K. S. Wilbur were present in the audience and requested the Council to grant a variance to allow them to build a carport on their property, located at 1006 SW Elizabeth St., that did not conform to the city's Ordinance No. 598, which states that all garages and carports must be set back 20 feet from the property line. Petitioners request wishes them to be allowed to build a carport to their front property line. After discussion of this issue by the Council and the City Attorney, the matter was tabled for two weeks until the next regular Council meeting to allow the Council to have an on-site inspection of the property and to give the City Attorney time to research the city's ordinances covering this matter.

City Manager Davis reported on the progress of the swimming pool. To date, there have been 213 family tickets and 38 single tickets sold, for a total of \$3,480.



City Manager Davis reported that the offer of \$3,000 to Mr. Hazelton for his property near the swimming pool on Big Creek Road had been rejected. After some discussion on this matter by Council, it was moved by Barnette, seconded by Bender, that Mr. Hazelton be offered \$4,000 for this property near the swimming pool. All members present voted Aye; motion carried.

City Manager Davis reported that since City Recorder-Municipal Judge E.R. Zurbuchen was on vacation, Chief of Police Hollowell felt that a Municipal Judge pro-tem should be appointed until Mr. Zurbuchen returned from vacation. After much discussion by Council and City Attorney Hollen on this matter, it was decided to request that the police department set up any appearances to be made before a magistrate to a time when our City Municipal Judge will be back, and if it was absolutely necessary for any appearance to be made before a magistrate before this time, that the offender be cited to appear before Judge Hall's District Court.

Councilman Hord recommended that the Council be represented at the County Planning Commission's meeting on Monday, October 11, regarding the proposed cemetery, mausoleum, crematorium that is currently planned to be located just north of the north city limits, between Newport and Agate Beach. City Manager Davis reported that Dick Hayward of the Bureau of Municipal Research and Service in Eugene, would be present at the Newport Planning Commission meeting on Monday night, October 11, and would discuss the basic concepts of zoning and be able to answer any questions regarding reports written for the city by this Bureau pertaining to our proposed zoning ordinance. City Manager Davis recommended that all members of the Council that could possibly attend this meeting be there between 8:00 and 8:30 PM when Mr. Hayward will make this presentation. Mr. Hayward had mentioned that he had invited the County Planning Commission to attend this meeting also at that time, and this would, in a sense, allow the Newport Council and Planning Commission to discuss the cemetery issue with these members at that time.

There was read a Resolution No. 1325, (In the matter of the vacation of that certain unnamed street, lying in Case and Bayley's Second Addition to the City of Newport, Lincoln County, Oregon, said street being bounded on the southwest by Neff Way; on the northwest by Lots 5, 6, 7, and 8, Block 56 of said subdivision; on the northeast by Lot 2, Block 56 of said subdivision and on the southeast by Block 47, (also known as Park Street, said street being vacated by Newport Ordinance No. 441, said ordinance being disclosed by instrument recorded August 10, 1937, in Volume 76, page 182, Deed Records for Lincoln County, Oregon), and calling for a public hearing December 6, 1965, at 8:00 O'clock PM. Moved by Hord, seconded by Bender, Resolution No. 1325 be adopted as read. On call for vote, all members present voted Aye; motion carried. Mayor Updenkelder declared Resolution No. 1325 duly adopted.

There was read a Resolution No. 1326, (In the matter of the vacation of a portion of Thirteenth Street (formerly First Street), adjacent to Block 2, Original Plat of Newport, Oregon), and calling for a public hearing December 6, 1965, at 8:00 O'clock PM. It was moved by Bender, seconded by Pepper, Resolution No. 1326 be adopted as read. On call for vote, all members present voted Aye; motion carried. The Mayor then declared Resolution No. 1326 duly adopted.

City Manager Davis gave each Councilman a copy of a water report he had written, explaining the city's present and proposed dam and reservoir facilities, the water treatment plant and a table of water rates. ATT

City Manager Don Davis read a letter from Everett M. Hockema, Agent for Richfield Oil Corp., requesting permission to install one 1,000 gallon fuel tank in city street property on Bay Blvd. at Port Dock #5, for the storage of outboard motor fuel. It was moved by Bender, seconded by Pepper, permission be granted for Richfield Oil Corp. to install this tank at Port Dock #5, on call for vote, all members present voted Aye; motion carried.

Mr. Ken Crawford Phillips, representative introduced the public meeting Business License per year raises city to purchase street. This \$3 to \$5 more from Council, KNPT, would be could deter

Councilman H dog stand, a on the city, up the city, taking them man Pepper and no furt going to be stated that house last and was to set out fo to be move said the l but that

Councilma County Pl Mausoleu Beach. not a pa these pe their ho cemetery dentia best us that a the call fo

Council Ordina in con a spec After city was t since out t struc No.

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Mr. Ken Crawford, Chamber of Commerce Manager, called upon Mr. Ron Phillips, representing the Retail Trade Committee. Mr. Phillips introduced the subject of Christmas street lights and asked Council if they had any objections to the Committee finding out, through public meetings, how the local merchants felt about raising the business license fees so that there would be an additional \$1,000 per year raised from this source. This \$1,000 would be used by the city to purchase 10 strings of lights per year to decorate the main street. This would amount to a 15 per cent raise, or approximately \$3 to \$5 more for each license. Mr. Phillips, hearing no objections from Council, stated that the 2 local papers and the radio station, WFFT, would give this project ample publicity so that the Committee could determine how the business community felt about this matter.

Councilman Hord asked if anything was going to be done with the hot dog stand, and also what had been done about gathering information on the city-held Spruce Production right-of-way, insofar as giving up the city's easements across this land in one action, rather than taking them one at a time as they came before the Council. Councilman Pepper answered that the Council had not requested this be done and no further action was taken. He also asked when something was going to be done about the Glasscock house. City Manager Davis stated that the owner, R.L. Sears, had been written regarding this house last week. Councilman Hord also asked about the litter cans, and was told by Mr. Davis that they had been purchased and would be set out for use next year. He also inquired if the fire trucks were to be moved into the old warehouse out of the weather. Henry Miller said the Historical Society could not move them, for lack of manpower, but that the firemen had said they would do it for them.

Councilman Hord suggested that a letter be written to the Lincoln County Planning Commission objecting to the location of a cemetery-mausoleum-crematorium between Newport's north city limits and Agate Beach. Councilman Hord felt that even though the Edenvue area was not a part of the city of Newport at this time, the city owed it to these people to protest the location of this cemetery so close to their homes. He also pointed out that a development such as this cemetery would effectively block northward expansion of the residential area of Newport and it was not a desirable location or the best use of this land. It was moved by Hord, seconded by Pepper, that a letter be written to the County Planning Commission objecting to the location of a cemetery north of the Newport city limits. On call for vote, all members present voted Aye; motion carried.

Councilman Barnette asked the City Attorney for his interpretation of Ordinance No. 560, which deals with the wiring of commercial buildings in conduit, rather than allowing loom wire, but which ordinance grants a specific exception to residential usage including apartment houses. After much discussion as to why this ordinance had been passed by the city and why the state electrical code should not be sufficient, it was the feeling of the Council that this ordinance was no longer needed since the advent of loom wire, which allows continuous grounding throughout the system without the use of conduit. The City Manager was instructed by the Council to prepare an ordinance repealing Ordinance No. 560 for the next regular Council meeting on October 18.

There being no further business, the meeting was declared adjourned.

ATTEST:

*E. J. Gurbach*  
CITY RECORDER  
*Martin D. Storrell, Pro-tem*

*R. E. Phillips*  
MAYOR