

**CITY OF SILVERTON  
CITY COUNCIL REGULAR MEETING MINUTES**



**Council Chambers 421 South Water Street and Zoom Web Conference Platform**

**April 1, 2024, 7:30 p.m. Work Session  
April 1, 2024, 8:00 p.m. Regular Meeting**

**I. OPENING CEREMONIES – Call to Order & Pledge of Allegiance**

Mayor Freilinger called the City Council Work Session to order at 7:37 p.m. The City Council and staff were present both in person and through the virtual meeting platform Zoom.

Present	Absent	
X	_____	Mayor Jason Freilinger
X	_____	Council President Elvi Cuellar Sutton
X	_____	Jess Miller
X	_____	April Newton
X	_____	Eric Hammond
X	_____	Marie Traeger
X	_____	Matt Gaitan

**STAFF PRESENT:**

City Manager Cory Misley, Deputy City Manager Kathleen Zaragoza, Community Development Director Jason Gottgetreu, Police Captain Todd Engstrom, Public Works Director Travis Sperle, Human Resource Manager Tammy Shaver.

**WORK SESSION:**

**II. DISCUSSION:**

2.1 Discussion on “20 is Plenty” Speed Limit Reductions from 25 MPH to 20 MPH on Local Residential Streets – City Manager Cory Misley.

City Manager Misley began the discussion providing more information for Council’s consideration of implementing the “20 is Plenty” program. A map was provided which shows impacted residential streets. Misley said additional staff time and City dollars will be needed to purchase new signs and supplies to replace existing signs. Currently, there is no firm timeline for program implementation. Misley indicated it could take several months, in part, because of the need to add it to Public Works maintenance schedules. The speed change cannot take effect until the signage is replaced. Misley asked the Council for input and direction in terms of continuing toward implementation. The next step would be to refine more of the information in terms of timeline, community outreach and education, and drafting and adopting the program.

Councilor Traeger asked if the projected cost of the fifty (50) signs listed in the Staff Report includes everything or just the signs. City Manager Misley clarified the cost listed is just for the signs, he went on to say, depending on the need, it may be fifty (50) or seventy-five (75). Misley also said, it will depend on whether the process is as simple as assessing the condition, placement, or visibility, just replacing the sign, or replacing the sign and the signpost.

Mayor Freilinger said he is curious how Council feels about the project now that more information has been provided, including associated costs and impacted streets.

Councilor Traeger said she is in favor. With the increase in population and so many people walking, she believes vehicular traffic is under better control with even the minimal five (5) mile per hour (MPH) speed reduction.

Councilor Gaitan agreed with Councilor Traeger. Gaitan did express concerns for the lay person and their perspective of this reduction. He expressed a worry that residents may interpret this as an opportunity for the Police Department to issue more citations. He articulated his curiosity about how the Police Department would enforce the speed change.

Captain Todd Engstrom, Silverton Police Department, responded, their approach would be to roll it out incrementally. Engstrom does not see an issue with “20 is Plenty” on the surface streets and he feels it will be beneficial. He suggested if the Police Department focuses on specific areas of town, it would be for educational purposes. This approach would include pulling the vehicle over, talking to the driver about the new speed, issuing warnings and maintaining this process for a couple of months before issuing any citations. Engstrom reassured Council, even though the speed limit is twenty (20), the Police Department does not issue speeding tickets for twenty-one (21) miles an hour. He said it would need to be more egregious than that.

Councilor Gaitan then said, that was the information he was looking for. He wanted to know everyone was aligned on this and believes it is a great change sending the right message.

Councilor Sutton said she agrees, and she expressed the same concern at the last meeting. Learning more about how the Police Department will handle the change has allayed her apprehension. Sutton said she was confident this change will be successful.

Councilor Miller stated he has supported the idea since it was introduced. He would like to address some citizen concerns. Some residents have expressed concern that their streets may be used as thoroughfares during peak hours even when they are not intended as such. Miller believes if everyone knows the side streets will be twenty (20) miles per hour, it may help reduce the concern.

Councilor Hammond expressed his support.

Councilor Newton elaborated on what Councilor Gaitan said, Newton wants to make certain residents know the speed reduction came from Council not from the Police Department. She emphasized Council made the decision because of the safety issue.

Mayor Freilinger reminded Council this does come from Council because Council is reacting to all the input and requests from residents for something to be done. Freilinger also shared some thoughts he had because he knows there will be some opposition. He wants to make sure that this process doesn't cloud or distract from the need to work with the County and Oregon Department of Transportation (ODOT) on other major streets and roads. The “20 is Plenty” program doesn't require permission for implementation and is a beginning, but the need for work on state or county roads will not be lost.

Mayor Freilinger then asked a question of Public Works. He wanted to know how many potholes could be filled with ten to fifteen thousand dollars (\$10,000-\$15,000)? Public Works Director Travis Sperle responded, saying it is difficult to determine. Sperle said we could do “quite a bit” but a specific answer is not possible. Sperle and Freilinger conversed about specific streets and possible repairs.

Mayor Freilinger revealed a question and complaint from residents wanting to know why the City is not spending money fixing streets and instead appears to be making a “symbolic gesture” (i.e., lowering speed limits). Council discussed this for a time expressing their concern for everyone’s safety and “20 is plenty” does not end their work on the streets and roads. It is not one or the other. Public Works Director Sperle added that during the budget process all of this is taken into consideration.

Mayor Freilinger then asked City Manager Misley if he needed anything else from Council on this topic. Misley stated, not at this time. Misley let Council know he has left a message for the Senior Project Manager regarding this program at the City of Tigard asking for information on how it has worked and what they’ve learned in their City over the past twelve (12), eighteen (18), twenty-four (24) months. Misley went on to say, staff will be coming up with a firmer timeline, some key points, and how to best reach out to the community. Then an ordinance and timeline can be presented for Council’s consideration.

Mayor Freilinger then provided his feedback on “20 is Plenty”. He stated he is one hundred percent (100%) on board and safety is his number one (1) concern. He said if we can prevent one accident by doing this, it is worth it.

## 2.2 Proposed Amendments to Municipal Code Chapter 3.12 Transient Occupancy Tax – City Manager Cory Misley

City Manager Misley is proposing strategic changes to our revenue code and our transient lodging tax code. The majority of the code amendments would allow the City to work with lodging intermediaries, or platforms, who enable visitors, tourists, people that want a short-term rental to be matched with and rent from someone who has a short-term rental available. The changes would require the intermediary or platform to collect and remit the nine percent (9%) lodging tax the City requires on short-term rentals. Currently, the City does not have a short-term rental program which means we do not have direct communication with short-term rental operators. The City does get remittance from our large users. However, there isn’t any way to communicate with the random room here or the random house there to require them to provide the tax to the City on a monthly or quarterly basis. Misley then paused and gave Council an opportunity to ask questions.

Councilor Miller commented he can see the opportunity for augmented income to the City, however, it is not known what the nine percent (9%) translates to, and he doesn’t want to overburden staff to manage this program if the return doesn’t sufficiently justify it. Miller proposed a targeted/limited survey to determine what’s out there to see if it justifies this. City Manager Misley responded with information that staff has looked, anyone can look, and pull up an Airbnb in Silverton and see there are dozens of listings. He expounded on the proposed Code change saying it would also require registration of an operator and give the City the ability to collect data on who is currently operating. Looking at the future this could mean a short-term rental permit program. This change allows the City to put the revenue collection underpinnings in place. It isn’t adding a tax, it is providing a way to aggregate and collect an existing tax. This should make it easier for staff.

Councilor Hammond said he is in favor of laying the groundwork for the future. Hammond brought up things he has heard about challenges getting cooperation from some of these platforms. Misley responded, it won’t be easy, but this step allows the City to refer to our Code to encourage cooperation and compliance.

Mayor Freilinger added, this is occurring in other towns, the City is not coming to them with a surprise or something they do not know how to handle. He went on to say they expect it, the City simply hasn’t done it yet.

## **WORK SESSION ADJOURNMENT**

A motion was made by Councilor Sutton to adjourn. The Work Session adjourned at 8:07 p.m.

## **I. CALL TO ORDER & ROLL CALL**

Mayor Freilinger called the City Council Regular Meeting to order at 8:07 p.m. and conducted roll call. All Council and staff were present both in person and through the virtual meeting platform Zoom.

## **II. APPROVAL OF MINUTES**

Councilor Sutton moved to approve the March 4, 2024, Regular Session Meeting Minutes and March 18, 2024, Joint City Council and Planning Commission Meeting Minutes. Councilor Newton seconded. All in favor. No discussion. Motion passed.

## **III. PUBLIC COMMENT**

None.

## **IV. PROCLAMATIONS**

Mayor Freilinger read four (4) Proclamations proclaiming April 11, 2024, as Oregon Military Purple UP Day. April 22, 2024, as Earth Day and the month of April as Arbor Month and Child Abuse Prevention Month.

Mayor Freilinger and Council welcomed members of the Oregon National Guard Child & Youth Program representing Purple UP Day.

## **V. SCHEDULED PRESENTATIONS**

5.1 Silvertown Chamber of Commerce Executive Director, Stacy Palmer

Mrs. Palmer provided the monthly update (Appendix 1) beginning with a reminder of the Silvertown Business Group meetings every Wednesday, 8:00 a.m., at the Silver Falls Brewery. May 1, 2024, is National School Principals Appreciation Day. The business group will be hosting the Principals from the Silver Falls School District at the Wednesday Meeting. Also at the May meeting, the Uniquely Silvertown Tour, which is the Chamber's online tour will be revealed. In June they will be touring the New City Hall.

Mrs. Palmer updated Council on tourism and said they are still onboarding participants and businesses and uploading all the attractions for the Uniquely Silvertown Tour, being done in conjunction with Bandwango. The launch is set for the first week in May. The tour is an online look at things to do, eat and see in Silvertown.

In March, Palmer served as a step-on guide for a bus tour of the North Marion County Region – including Silvertown for a group of tourism professionals from around the state who were in Salem for the Governor's Tourism Conference. Palmer stated they received great feedback from the tour participants.

North Marion Tourism Collaborative is working on year two (2) of the shuttle program for Oktoberfest. With last year's success the program is being expanded and a direct shuttle between Silvertown and Mt. Angel is being considered. Added will be direct routes from Portland to Mt. Angel, Salem to Mt. Angel and Woodburn to Mt. Angel.

Flower baskets will go up mid-May. Over seventy (70) baskets have been ordered from Bauman Farms. If anyone wants to sponsor a basket, it can be done from the Chamber's website. The baskets are watered and fertilized all summer long. The cost to have one in front of your business is two hundred and seventy-five dollars (\$275) and to sponsor is two hundred and twenty-five dollars (\$225). Any donations are accepted and appreciated. Sponsorship or purchasing funds go directly to the program. The Chamber does not retain any of it.

May 17, 2024, at the Evergreen Golf Course is the Chamber Classic Golf Tournament. The tournament is a four (4) person scramble format and is open to golfers of all skill levels. If you don't golf but want to participate, there is space for setting up stations to promote hour business or sponsorship packages are available. You can sign up on the Chamber's website.

If you want to participate or would like information on the Second Annual Paws in the Park event and vendor fair go to [www.silvertonpaws.com](http://www.silvertonpaws.com) for more information. The event immediately follows the Kiwanis Club's Pet Parade on Saturday, May 18, 2024. Silverton Young Life will also be hosting a carnival in the park after the parade.

The First Friday on Main Street event will start for the season on Friday, May 3, 2024. Main Street will be closed between Water Street and First Street. There will be vendors, music, car show and more. The event will happen each first Friday, from May through September.

Palmer also updated Council on the Digital Boost Program. There are six (6) local businesses participating.

#### 5.2 New City Hall Grand Opening – Councilor Marie Traeger

Councilor Traeger announced the date of the New City Hall Grand Opening, June 7, 2024, from 6:00 p.m. to 8:00 p.m. It will align with First Friday. The celebration will be located on the front steps near the entrance to the public lobby with Mayor Freilinger as the Master of Ceremonies. Activities include, the ribbon cutting, flag presentation by the National Guard with the Silverton's Children's Choir singing the National Anthem, the Historical Society is contributing photos and information on the history of the site, and the Silverton Mural Society will unveil the New City Hall Mural.

## VI. DISCUSSION/ACTION

6.1 Second Reading Ordinance No. 23-06 – Amending the Urban Growth Boundary to Add Forty (40) Acres of Land Adjacent to Ike Mooney Road, Designate it as Public on the City's Comprehensive Plan Map and Annex the Property for the Development of a Public Park and Public Use - Community Development Director Jason Gottgetreu  
Mayor Freilinger reminded everyone the first reading has already occurred.

Director Gottgetreu reiterated this is the second reading of the Urban Growth Boundary amendment and the annexation of property off Ike Mooney Road. Gottgetreu went on to explain the reason the time lapse between the first reading and second was caused by the need for others to review the application not just Silverton. The Marion County Board of Commissioners requested a first reading and approval from Council before they would schedule it for their meeting. This occurred so it is on their list and will be reviewed by the Marion County Board of Commissioners on May 15, 2024, at 9:00 a.m.

Councilor Miller moved to have the second and final reading of Ordinance 23-06 by title only. Councilor Newton seconded. No discussion. All in favor. Motion passed.

City Manager Cory Misley read Ordinance 23-06 by title only, An Ordinance of the Silverton City Council Amending the Urban Growth Boundary to Add 40 Acres of Land Adjacent to Ike Mooney Road into the Silverton Urban Growth Boundary designating it Public on the City's Comprehensive Plan Map and Annexing the Property for the Development of a Public Park and Public Use and Zoning the Property Public. Marion County Assessor's Map 071W01 Tax Lot 00100.

Councilor Miller moved to adopt Ordinance 23-06 on its second and final reading by title only. Councilor Sutton seconded. No discussion. All in favor. Motion passed.

6.2 Discussion on City Hall Change Order Ratification – Community Development Director Jason Gottgetreu  
Gottgetreu updated Council saying the electrical gear, which had been delayed due to a supply chain issue, has arrived on site early. Staff will be meeting with Portland General Electric (PGE) tomorrow to discuss the final hurdle to get permanent power to the building. Gottgetreu expects more clarity on the power and substantial completion date, possibly as early as the next day (April 2, 2024). Regarding the change order, it involves scope gap. When it is a change order for scope gap, the City is, essentially, only paying for that work once and it is paying for the proper scope which should have been included in the contract documents and amount originally. He also explained value adds.

A motion was made by Councilor Hammond to approve the City Manager amendments to the construction contract with Corp from fifteen million four hundred fourteen thousand, eight hundred eighty-nine and four cents (\$15,414,889.04) to fifteen million four hundred sixty-eight thousand, eighty-four dollars and eight cents (\$15,468,084.08) an increase of fifty-three thousand, one hundred ninety-five and four cents (\$53,195.04). Councilor Sutton seconded. No discussion. All in favor. Motion passed.

## **VII. CONSENT**

A motion was made by Councilor Sutton to approve Consent Agenda item 7.1. Councilor Miller seconded. There was no discussion. All in favor. Motion passed.

7.1 *Transfer Resolution No. 24-06 – A Transfer Resolution to Transfer Funds Due to Unforeseen Expenditures to Increase Appropriations to Replace the Bucket Truck – Maintenance Division Supervisor Mike Dahlberg.*

## **VIII. COMMITTEE APPOINTMENTS**

Mayor Freilinger brought his recommendations for two different committees with openings to Council. He recommended the following candidates for appointment:

- Sarah Walling: Tourism Promotion Committee (at large).
- Cindy Jones: Tourism Promotion Committee (representing Homer Days).
- Tammie Sakia: Environmental Management and Tree Committee.
- Elyce Hues: Environmental Management and Tree Committee (reappointment).

All appointments are two (2) years and nine (9) months ending on December 31, 2026

A motion was made by Councilor Sutton to appoint Sarah Walling as an At Large Position and Cindy Jones representing Homer days to the Tourism Promotion Committee for terms ending on December 31, 2026. Councilor Newton seconded. No discussion. All in favor. Motion passed.

Councilor Sutton made a motion to appoint Tammie Sakia and Elyce Hues to the Environmental Management and Tree Committee for terms ending on December 31, 2026. Councilor Newton seconded. No discussion. All in favor. Motion passed.

## **IX. CITY MANAGER UPDATE**

City Manager Misy stated he has five (5) items to bring forward in chronological order.

1. On Tuesday, March 19, 2024, Misy relayed, he, Mayor Freilinger, and the management team participated in a Mid-Willamette Valley Regional Solutions team meeting. It was held at the Oregon Garden. A core function of the Regional Solutions Coordinator, who is part of the Governor's Office, is to help local governments, tribes, cities, counties, and regional entities, better access, navigate, and partner with state agencies and departments. The meeting was successful and lasted about three (3) hours. Misy let Council know dividends on the meeting are already being seen. He will continue to keep Council updated on those developments.

2. May 1, 2024, the proposed budget for the next fiscal year will be made public. There is still time to bring it all together, primarily from the perspective of narratives and the budget message, which is the storytelling behind what is in all the funds and programs, dollars, and cents.

3. Today the City applied for Resource Assistance for Rural Environments (RARE). Misy went on to say, he has had experience with the RARE program, and in his experience, they played a critical role during a comprehensive plan update, supported staff, Council, consultants, planning commission, community members, community engagement, and more. He would also have them work closely with the Chamber and City on a business retention and expansion survey as well as destination development. Misy let Council know we should hear back in about a month.

4. Misley said, by design, this packet contained no departmental updates. Misley intends to work with department heads, taking their updates and synthesizing them into a single memorandum. This document will go to Council as well as being placed on the City's website.

5. Misley reminded Council Statement of Economic Interest (SEI) filings are due April 15, 2024. This concluded Misley's update to Council.

## **X. COUNCIL COMMUNICATION**

Councilor Gaitan attended a presentation with the Strategic Economic Development Corporation (SEDCOR), President Erik Andersson, he thought was very interesting and since he has met with City Manager Misley to understand more about how Silverton can partner more closely with that group. Gaitan said he would be attending a meeting on April 17, 2024, and hopes to be able to have a brief meeting with Andersson to ask some more questions around the presentation he attended and gain more insight.

Gaitan brought up one more topic which he said may be more of a Parks and Recreation Committee (Parks and Recreation Master Plan Committee), he noticed some "post[s]" around ping pong tables that are day-use and weatherproofed. He went on to say, there is a "ton" of interest in that. He was curious if the City had looked at other equipment or events that could be in proximity to the pickle ball courts.

Councilor Traeger requested any input from anyone about the City Hall Grand Opening. She will send the flyer to City Manager Misley for dissemination on the City website and social media sites. The Wednesday before the Grand Opening, the Chamber will have a private tour with their meeting at 8:00 a.m.

Councilor Miller stated he feels very informed and updated about the process of construction and timelines however, the updates are from staff, which he feels could be distancing Council from accountability relating to the contractors and sub-contractors. Miller went on to say, Council depends entirely on the City Manager and staff for updates and has had no direct conversation with contractors or sub-contractors. He would like to know if there would be any benefit to Corp and Compass providing presentations and updates themselves regarding the anticipated end date of this project.

Mayor Freilinger added he felt input from Compass would be great. Misley stated the goal is to have some final follow-up communication within the next week or two with some more definitive dates.

Councilor Hammond said he is excited for First Fridays however he wanted to revisit his concern with carrying open containers (alcohol) during the event. Hammond said he is not comfortable with that aspect from last year and he would like to see dedicated spaces, like the restaurants have, for the consumption of alcohol during the event. Some discussion ensued with Council and the City Manager regarding Hammond's concern.

Councilor Sutton mentioned she is impressed by the outcome of the Second Street Project and thanked Public Works.

Mayor Freilinger responded to Councilor Gaitan's question about additional amenities around or near the pickle ball courts, saying he thinks it is worth looking into as long as it is cost-effective, planned and doesn't conflict with walkways or events.

Mayor Freilinger reminded everyone the Parks and Rec Committee will be meeting tomorrow (April 2, 2024) and it may be the final meeting for the task force on the Parks and Rec Master Plan before it goes to the Planning Commission. There is ongoing discussion about the Committee's continuation after this plan is complete.

Mayor Freilinger brought up the importance of forming strong partnerships with other government agencies. He said there are several things we cannot accomplish without these partnerships. To elaborate, he said specifically streets. Freilinger said, on the record, he knows the City of Silverton streets need work. He asked for patience because we do have to work with other government agencies and frequently the response is not as rapid as we'd hope. He wants residents to rest assured we are developing and building these strong partnerships and Council is aware of the need to move ahead with the relationships to help encourage progress.

**XI. ADJOURNMENT**

A motion was made by Councilor Sutton to adjourn. Meeting adjourned at 9:13 p.m.

Respectfully submitted by:

/s/Tammy Shaver, Human Resource Manager