



NO QUORUM

**URBAN RENEWAL AGENCY
URBAN DEVELOPMENT DEPARTMENT**

Si necesita ayuda para comprender esta información, por favor llame 503-588-6178

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**WEST SALEM REDEVELOPMENT
ADVISORY BOARD**

Board Members

- Nicholas Bondaug-Winn - Chair
- Jeff Miller – Vice Chair
- Kathy Goss
- John Hannam
- Dwayne Hilty
- Tim Klarr
- Mark May
- Lyle Mordhorst
- Mike Pennington
- Paul Sturzinger

City Staff

- Tory Banford, Project Manager
- Annie Gorski, Economic Dev. Manager
- Therese Van Vleet, Staff Assistant

Next Meeting: September 5, 2018

It is the City of Salem's policy to assure that no person shall be discriminated against on the grounds of race, religion, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity, and source of income, as provided by Salem Revised Code 97. The City also fully complies with Title VI of the Civil Rights Act of 1964, and Americans with Disabilities Act of 1990, and related statutes and regulations, in all programs and activities.

Es la política de la Ciudad de Salem asegurar que ninguna persona será discriminada por motivos de raza, religión, color, sexo, estado civil, situación familiar, origen nacional, edad, discapacidad mental o física, orientación sexual, identidad de género, ni fuente de ingresos, de acuerdo con el Salem Revised Code Chapter 97. La Ciudad de Salem también cumple plenamente con el Title VI of the Civil Rights Act of 1964, y los estatutos y reglamentos relacionados, en todos los programas y actividades

Remember to declare potential or actual conflicts of interest prior to each item on the agenda.

MEETING AGENDA

Wednesday August 1, 2018- 7:30 a.m.

LOCATION CHANGE

Urban Development Department
Large Conference Room
350 Commercial St NE

1. Call to Order
2. Approval of Agenda
 - a. August 1, 2018
3. Approval of Minutes
 - a. May 2, 2018
4. Report on Committees
 - a. None
5. Public Comment
Appearance of persons wishing to address the advisory board on any matter other than those which appear on this agenda.
6. Discussion/Information Items
 - a. Certificates of Appreciation (TB – 5 min)
 - b. Public Meetings, Records, and Ethics Training (TB /Brian Luse – 20 min)
 - c. Status of the West Salem Business District Zone Code Clean-up Project (TB – 5 min)
 - d. Status of the West Salem Redevelopment Grant Program (TB – 5 min)
7. Action Items
 - a. Election of Officers
8. Old and/or new business
9. Adjourn



**ACTION AGENDA/MINUTES
WEST SALEM REDEVELOPMENT
ADVISORY BOARD**
Wednesday May 02, 2018 – 7:30 a.m.
West Salem Public Library
395 Glen Creek Road NW



Action Agenda/Minutes; meeting audio recording online. |
<http://media.cityofsalem.net/meetings/audio/west-salem-redevelopment-advisory-board-audio-2018-05-02.mp3>

1. **CALL TO ORDER AND ROLL CALL** 00:00:25
CALL TO ORDER: 7:33 a.m. (Hr:Min:Sec)
ROLL CALL: Nicholas Bondaug-Winn-Chair (arrived 7:34), Kathy Goss, Dwayne Hilty, Tim Klarr, Mark May, Jeff Miller-VC, Lyle Mordhorst, Mike Pennington
MEMBERS ABSENT: Annette Day, Robert Kraft, Paul Sturzinger
STAFF: Tory Banford, Kristin Retherford, Therese Van Vleet-UD
GUESTS: John Hannam

2. **APPROVAL OF AGENDA** 00:01:15
Motion: Move to approve the agenda for May 02, 2018, as presented.
Motion by: Board Member Miller
Seconded by: Board Member Mordhorst
Action: Agenda for May 02, 2018, approved as presented.
Vote: Aye: Unanimous **MOTION CARRIES**

3. **APPROVAL OF MINUTES** 00:01:45
Motion: Move to approve the minutes for April 04, 2018, as presented.
Motion by: Board Member Hilty
Seconded by: Board Member Miller
Action: Approved the April 04, 2018, minutes as presented.
Vote: Aye: Unanimous **MOTION CARRIES**

4. **REPORT ON COMMITTEES** 00:01:57
None

5. **APPEARANCE OF INTERESTED CITIZENS–PUBLIC COMMENT** 00:02:00
None

6. **DISCUSSION/INFORMATION ITEMS** 00:02:15
a. **Status of the West Salem Business District Zone Code Clean-up Project**
Presentation by: Tory Banford
Comments and questions: Banford, Miller

7. **ACTION ITEMS** 00:03:05
a. **Grade Separated Crossing of Wallace Rd NW at 2nd St NW**
Presentation by: Tory Banford
Comments and questions: Banford, Mordhorst, Klarr, Bondaug-Winn, Hannam, Retherford, May, Hilty, Goss, Pennington

Motion: Move to recommend an undercrossing at 2nd Street NW as a connection of Marine Drive NW to Glen Creek Road NW. 01:17:20
Motion by: Board Member May
Seconded by: Board Member Goss
Action: Recommend an undercrossing at 2nd Street NW as a connection to Marine Drive NW to Glen Creek Road NW.
Vote: Aye: Members: May, Hilty, Miller, Goss, Pennington

Neighs: Members: Bondaug-Winn, Klarr, and Mordhorst
MOTION CARRIES

Potential Conflict: Member May

Comments: Banford (for Mr. Kraft), Hilty, Miller, May, Mordhorst, Goss

Motion: Move to recommend a dedicated right hand turn onto 2nd Street NW, off Wallace Road NW, turning east bound to connect with Marine Drive NW. 01:23:30

Motion by: Board Member Klarr

Seconded by: Board Member Miller

Action: Approved recommending a dedicated right (off the bridge) turn onto 2nd Street NW, off Wallace Road NW, east bound to connect with Marine Drive NW.

Vote: Aye: Unanimous **MOTION CARRIES**

Comments: Klarr, Banford, Miller

Motion: Move to extend the meeting 10 minutes.

Motion by: Board Member May

Seconded by: Board Member Miller

Action: Approved meeting extension 10 minutes.

Vote: Aye: Unanimous **MOTION CARRIES**

8. OLD/NEW BUSINESS

01:27:35

Farmers Market in West Salem in July and August

Comments: Hilty

9. ADJOURNMENT: 09:01 a.m.

NEXT MEETING: June 06, 2018

00:28:06

Transcribed by: Therese Van Vleet | **Reviewed by:** Anita Sandoval | **Edited by:** Tory Banford

Election of Officers

Robert's Rules of Order – Chapter XIV – Nominations & Elections

Chair announces Election of Officers.

Chair calls for nominations* to fill the office of WSRAB “**Chair**” for one year.

1. A member would say “I nominate _____ for Chair.”
2. Once a nomination is made Chair says: “Member _____ has been nominated. **Do you accept the nomination? (Repeat for each nomination.)**
3. Chair asks “Are there any other nominations?” Continue with nomination for “Chair” until there are no more nominations. If none say: “Seeing there are no more nominations, **nominations are closed.**”
4. **The vote:** Announce the nominated persons: “Member _____ has been nominated for Chair. All in favor say aye, all apposed say neigh.”
 - a. If there is more than one nominee the **votes must be counted.**

Chair calls for nominations for “Vice-Chair”

1. A member would say “I nominate _____ for Vice-Chair.”
2. Once a nomination is made the Chair **restates who was nominated** and **asks them if they accept the nomination. For each nomination.** Member accepts the nomination or not.
3. Then the Chair says “**Are there any other nominations?**” Continue with nomination for “Vice-Chair” until there are no more nominations. If none, the Chair say “Seeing there are none, **nominations are closed.**”
4. **The vote:** Announce the nominated persons: “Member _____ has been nominated for Vice-Chair. All in favor say *aye*, all apposed say *neigh*.”
 - a. If there is **more than one** nominee the **votes must be counted.**

* A nomination is, in effect, a proposal to fill in the blank in an assumed motion “that _____be elected to” the specified position...

- Hence you **do not need a motion stated, nor seconded.**
- BUT, **the nominee must accept the nomination before the vote.**
- Absent members can be elected if they have proclaimed ahead of time (email or over the phone) they would accept the nomination.