

*555 Liberty St SE  
Salem, OR 97301*



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

**Monday, January 13, 2025**

**6:00 PM**

**Council Chambers / Hybrid Meeting**

**City Council**

This meeting is being conducted both in-person and remotely and allows remote attendance by the governing body, when requested. Interested persons may attend the meeting in Council Chambers or view the meeting in real-time on the City of Salem YouTube Channel, thanks to a partnership with CC:Media. Comcast Cable subscribers can watch on CC:Media Channel 21. Please submit comments on agenda items by 5:00 p.m., or earlier, on the day of the meeting at [cityrecorder@cityofsalem.net](mailto:cityrecorder@cityofsalem.net). If attending the meeting remotely, public comment and testimony may be provided during the meeting via Zoom. Remote attendees must pre-register between 8:00 a.m. and 4:00 p.m. on the day of the meeting using this link:

<https://www.cityofsalem.net/comment-at-council>

**Present:** 9 - Councilor Nordyke, Councilor Varney, Councilor Nishioka, Councilor Gwyn, Councilor Brown, Councilor Matthews, Councilor Tigan, Councilor Nordyke, and Mayor Hoy

## **1. OPENING EXERCISES:**

### **Call to Order**

6:00 p.m.

### **Pledge of Allegiance**

Led by Mayor Julie Hoy.

## **SWEARING-IN / OATHS OF OFFICE:**

### **Ward 1, City Councilor, Paul Tigan**

City Attorney Dan Atchison administered the oath of office.

### **Ward 3, City Councilor, Shane Matthews**

City Attorney Dan Atchison administered the oath of office.

### **Ward 5, City Councilor, Irvin M. Brown**

The Honorable Adrienne C. Nelson of the U.S. District Court, District of Oregon, administered the oath of office.

### **Ward 7, City Councilor, Vanessa Nordyke**

City Attorney Dan Atchison administered the oath of office.

### **Mayor, Julie Hoy**

The Honorable Paul De Muniz, Former Chief Justice of the Oregon Supreme Court, administered the oath of office.

## **RECESS: Refreshments and Photographs**

The meeting recessed at 6:11 p.m. and reconvened at 6:38 p.m.

**Roll Call**

**Present:** 8 - Councilor Nordyke, Councilor Varney, Councilor Nishioka, Councilor Gwyn, Councilor Brown, Councilor Matthews, Councilor Tigan, and Mayor Hoy

**Election of Council President**

**Mayor Julie Hoy nominated Linda Nishioka to serve as Council President. The motion was seconded by Councilor Gwyn.**

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

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

**Aye:** 8 - Nordyke, Varney, Nishioka, Gwyn, Brown, Matthews, Tigan, and Hoy

**Nay:** 0

**Abstain:** 0

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

**A motion was made by Councilor Nishioka to approve an addition and deletion to the agenda. The motion was seconded by Councilor Gwyn.**

**The revisions consisted of:**

**Item 3.3d., Claim Settlement Authorization, was revised to correct the identity of the parties and the date of the incident, and Item 7.1., First Reading of Ordinance Bill No. 1-25, to amend SRC Chapter 9 to modify the collection of aircraft landing fees and overnight parking fees, was removed from the agenda by the City Manager. Ordinance Bill No. 1-25 will return to Council on January 27, 2025.**

**Questions or Comments by Councilor Nishioka.**

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

**Aye:** 8 - Nordyke, Varney, Nishioka, Gwyn, Brown, Matthews, Tigan, and Hoy

**Nay:** 0

**Abstain:** 0

**1.2 COUNCIL AND CITY MANAGER COMMENT**

**Comments by: Councilors Micki Varney, Vanessa Nordyke, Linda Nishioka, Paul Tigan, Shane Matthews, Irvin M. Brown, Deanna Gwyn, City Manager Keith Stahley, and Mayor Julie Hoy.**

**1.3 PROCLAMATIONS**

**1.3a.** [25-2](#)

Proclamation recognizing Center for Hope and Safety Executive Director Jayne Downing

Ward(s): All Wards  
Councilor(s): All Councilors  
Neighborhood(s): All Neighborhoods

**Mayor Julie Hoy read the proclamation into the record. Jayne Downing, Executive Director, Center for Hope and Safety, accepted the proclamation.**

**Comments by: Mayor Julie Hoy and Jayne Downing.**

**1.4 PRESENTATIONS**

None.

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

No individuals signed up to speak under Item 2.

Item 8, Public Comment (for topics not listed on the agenda) was moved to Item 2, and the following individuals provided comments:

- Karen Bolliger, Ward 5, Center 50+
- B. Lee Coyne, Ward 8, Impact of Los Angeles Wildfires
- Matt Hale, Ward 4, Operations Fee for State Offices
- Nancy Layton, Ward 3, Library

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

A motion was made by Councilor Nishioka to approve the consent calendar. The motion was seconded by Councilor Matthews.

Comments by: Councilor Nishioka.

The motion CARRIED by the following vote:

**Aye:** 8 - Nordyke, Varney, Nishioka, Gwyn, Brown, Matthews, Tigan, and Hoy

**Nay:** 0

**Abstain:** 0

**3.1 MINUTES**

- 3.1a. [24-512](#) December 9, 2024 Draft City Council Minutes  
**Action: Approved.**

### 3.2 RESOLUTIONS

None.

### 3.3 ACTION ITEMS

- 3.3a. [24-514](#) Appointments to the Community Police Review Board and Salem Planning Commission.
- Ward(s): All Wards  
Councilor(s): All Councilors  
Neighborhood(s): All Neighborhoods  
Result Area(s): Good Governance
- The following applicants were appointed to the Community Police Review Board and Salem Planning Commission:**

**Community Police Review Board:**  
**Reappointed Grant Yoder to a second term, expiring January 1, 2027.**

**Salem Planning Commission:**  
**Reappointed Joaquin Lara Midkiff to a first term, expiring December 31, 2028.**

- 3.3b. [24-517](#) Appointments to the Salem Public Art Commission.
- Ward(s): All Wards  
Councilor(s): All Councilors  
Neighborhood(s): All Neighborhoods  
Result Area(s): Good Governance
- Karl Roth was appointed to the Salem Public Art Commission to a first term, expiring 12/31/2027.**

- 3.3c. [24-525](#) Real property lease for temporary location of Salem City Hall services
- Ward(s): All Wards  
Councilor(s): All Councilors  
Neighborhood(s): All Neighborhoods  
Result Area(s): Safe, Reliable and Efficient Infrastructure; Welcoming and Livable Community.
- Authorized the City manager to execute a lease agreement with SAIF at 440 Church Street SE for temporary relocation of Civic Center services.**

**3.3d.** [24-526](#)

Claim Settlement Authorization

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s):

**Authorized the City Manager to resolve the matter of Douglas Schumann in an amount not to exceed \$163,600.00. Payment of \$133,600.00 will be made from the City's self-insurance claim fund. Payment of \$30,000.00 will be made from other defendants named in this lawsuit, who are not affiliated with the City.**

**3.3e.** [24-527](#)

Designation of May 20, 2025, as the date for a special election to fill the vacant council position for Ward 6.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance

**Designated May 20, 2025, as the date for a special election to fill the vacant council position for Ward 6.**

**3.3f.** [24-507](#)

Request to create a mid-year project for the Phase 3 West Forest Restoration Project within the Minto Island Conservation Area.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Natural Environment Stewardship.

**Authorized the creation of a mid-year project titled "Phase 3 West Forest Restoration Project."**

**4. PUBLIC HEARINGS**

None.

**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. [25-3](#)

Motion from Councilor Micki Varney concerning the formation of a City Budget Efficiencies Committee.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**A motion was made by Councilor Varney that the City of Salem form a City Budget Efficiencies Committee with a membership structure as requested by the Salem Chamber of Commerce in their December 11 letter to Council (attached), and that the Salem Chamber of Commerce be invoiced for all costs associated with maintaining and supporting this committee. The motion was seconded by Councilor Matthews.**

**Comments by Councilor Varney.**

**A substitute motion was made by Councilor Matthews that the City Council form a City Budget Efficiencies Task Force. Proposed membership to be drafted by the city manager, but Finance Committee to approve the final members. City staff time to be limited to no more than 60 hours in direct support of the Task Force without additional City Council approval. Staff time counting toward the 60 hour limit shall only be time that would not have been expended but for the Task Force. The motion was seconded by Councilor Nishioka.**

**Questions or Comments by: Councilors Matthews, Brown, Nishioka, Gwyn, and Varney, Mayor Julie Hoy, City Attorney Dan Atchison, Councilor Tigan, City Manager Stahley, and Councilor Nordyke.**

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

**Aye:** 8 - Nordyke, Varney, Nishioka, Gwyn, Brown, Matthews, Tigan, and Hoy

**Nay:** 0

**Abstain:** 0

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

6.a. [24-513](#)

Appointments to the Center 50 Advisory Commission.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance

**This following applicants were appointed to the Center 50+ Advisory Commission:**

**Katie Dobler was appointed as a Partner from Salem Health;**

**Lynette Tribbett was appointed for a term #1 ending on 12/31/2027;**

**Mark Kiernan was appointed for a term #1 ending on 12/31/2027; and**

**Carolyn Scarbrough was appointed as a Partner from Marion Polk Food Share.**

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

6.b. [24-523](#)

Appointment to the Historic Landmarks Commission.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance

**Robert Olguin was appointed to the Historic Landmarks Commission for a partial term ending on 12/31/2025.**

6.c. [24-518](#)

Planning Administrator Decision - Development of a new multi-family apartment complex - Approved.

Replat Tentative Plan / Class 3 Site Plan Review / Class 2 Adjustment / Tree and Vegetation Removal Permit Case No.

REP-SPR-ADJ-TRP24-07 - Micronesia Islander Community - 2230 Commercial St NE.

Ward(s): 1

Councilor(s): Tigan

Neighborhood(s): Highland

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

6.d. [24-519](#)

Planning Administrator Decision - An application for a 16-lot subdivision - Approved.

Subdivision Tentative Plan / Class 2 Adjustment Case No.  
SUB-ADJ24-05 - Mark Vukanovich - 2490 Michigan City Lane NW.

Ward(s): 8  
Councilor(s): Varney  
Neighborhood(s): West Salem Neighborhood Association

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

6.e. [24-520](#)

Planning Administrator Decision - A validation of unit of land for one property, then a subdivision to divide the area to create seven townhouse lots and open space - Approved.

Subdivision Tentative Plan / Validation of Unit of Land Case No.  
SUB-VUL24-06 - Tu Casa Real Estate (Jose Gonzalez, Principal) -  
2441 Evergreen Ave NE.

Ward(s): 5  
Councilor(s): Brown  
Neighborhood(s): NOLA

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

6.f. [24-524](#)

Planning Administrator Decision - To partition a property into two lots - Approved.

Tentative Partition Plan / Class 2 Adjustment Case No.  
PAR-ADJ24-12 - Jaryn Montgomery - 3200 Pheasant Ave NE.

Ward(s): 3  
Councilor(s): Matthews  
Neighborhood(s): Morningside

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

## 7. ORDINANCES

### 7.1 FIRST READING:

**Item 7.1a, (File 24-453) First Reading of Ordinance Bill No. 1-25, Relating to Airport Landing Fees, has been removed from the agenda by the City Manager.**

See Item 1.1.

**7.2 SECOND READING:**

None.

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

See Item 2, Public Comment.

**9. ADJOURNMENT**

7:47 p.m.

Prepared by: Amy Johnson, City Recorder.