

*555 Liberty St SE  
Salem, OR 97301*



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

**Tuesday, May 27, 2025**

**6:00 PM**

**Council Chambers / Hybrid Meeting**

**City Council**

## EXECUTIVE SESSION

City Council and Urban Renewal Agency Board  
City Manager's Conference Room, 5:15 p.m. - 6:00 p.m.  
ORS 192.660(2)(e), Real Property Transactions

### 1. OPENING EXERCISES:

#### Call to Order

6:20 p.m.

#### Roll Call

**Note: Councilor Nordyke attended remotely.**

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

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

A motion was made by Councilor Nishioka, seconded by Councilor Gwyn, to  
approve the addition of item 1.3a, Proclamation recognizing National Gun  
Violence Awareness Day.

The motion passed 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 Tigan, Nishioka, Brown, Nordyke, Community  
Planning and Development Director Kristin Retherford, and Mayor Julie Hoy.

### 1.3 PROCLAMATIONS

**1.3a.** Proclamation recognizing National Gun Violence Awareness Day.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Attachments:** Proclamation - National Gun Violence Awareness Day.pdf

**Councilor Nishioka presented the proclamation to Susan Tanabe and a large group representing Moms Demand Action.**

**Comments by: Lily Manfield, Wear Orange to End Gun Violence.**

## **1.4 PRESENTATIONS**

**None.**

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

**Testimony from:**

**Evan Manvel, Ward 2, Item 7.1c File No. 25-140**

**Scott Bassett, Ward 1, Item 7.1a File No. 25-171**

**With the consent of Council, Mayor Julie Hoy also called the speakers signed up under agenda item 8, public comment not related to agenda items.**

**Terri Finch, Ward 1, homeless shelter on Center St.**

**Comments by: Mayor Julie Hoy**

**Lynn Takata, Ward 6, Safeway on Center St.**

## **3. CONSENT CALENDAR:**

**A motion was made by Councilor Nishioka, seconded by Councilor Gwyn, to approve the Consent Calendar.**

**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. May 12, 2025 Draft City Council Minutes

**Attachments:** [05-12-2025 DRAFT Council Minutes.pdf](#)

**Action: approved**

### 3.2 RESOLUTIONS

3.2a. Oregon Department of Environmental Quality Ferry Street  
Wastewater Pump Station Loan

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

**Attachments:** [Resolution No. 2025-07](#)  
[Financing Contract for Loan from Clean Water State Revolving Fund](#)  
[\(DEQ\)](#)

**Adopted Resolution 2025-07 authorizing the Interim City Manager to enter into a partially forgivable loan agreement with the Oregon Department of Environmental Quality.**

### 3.3 ACTION ITEMS

3.3a. Intergovernmental Agreement with Polk County for Erosion Control  
and Green Stormwater Infrastructure Permitting.

Ward(s): Ward 1 and Ward 8

Councilor(s): Tigan and Varney

Neighborhood(s): West Salem Neighborhood Association

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

**Attachments:** [IGA Polk County COS Stormwater](#)

**Authorized the City Manager to execute an IGA with Polk County to establish the terms and conditions to allow the City of Salem to receive and review applications and issue evaluations for Erosion Prevention and Sediment Control and Green Stormwater Infrastructure Permits for developments within Polk County that are within the City of Salem's adopted Urban Growth Boundary.**

## 4. PUBLIC HEARINGS

**4.a.** Adoption of the Salem Housing Production Strategy

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Safe and Healthy Community; Strong and Diverse

Economy; Welcoming and Livable Community.

**Attachments:** [City Council Resolution 2025-11](#)  
[Draft Salem Housing Production Strategy](#)  
[Public Comments](#)  
[Findings](#)  
[Planning Commisison Notice of Recommendation](#)  
[Council Written Testimony received before 5pm Friday May 27, 2025](#)  
[Council Written Testimony received before 11am Monday May 27](#)  
[Additional Written Testimony received by 4:30 p.m., May 27, 2025](#)

**Eunice Kim, Long Range Planning Manager, and Beth Goodman, ECONorthwest, presented the staff report.**

**Comments by: Councilors Tigan, Varney, Matthews, Nishioka, and Nordyke.**

**Public testimony from:**

**Britany Randall, Ward 2  
Steve Anderson, West Salem Neighborhood Association  
E. M. Easterly, Ward 8  
Selina Barnes, 670 Hawthorne St SE**

**Question from: Councilor Tigan.**

**Bob Cortright, 350 Salem, Ward 8**

**Questions from: Councilor Nishioka, Mayor Julie Hoy.**

**Nick Forty, Ward 8**

**Comments by: Councilors Brown, Tigan, Matthews, Nordyke, Nishioka, Varney, and Gwyn.**

**Council recessed at 8:21 p.m. and reconvened at 8:32 p.m.**

**Comments by: Councilor Varney.**

**Mayor Julie Hoy closed the public hearing.**

**A motion was made by Councilor Nishioka, seconded by Councilor Tigan, to adopt the facts and findings of this staff report and adopt Resolution 2025-11 adopting the Salem Housing Production Strategy.**

**Comments by: Councilors Nishioka and Tigan.**

An amended motion was made by Councilor Matthews, seconded by Councilor Gwyn, to prioritize strategy K for completion of evaluation timeline by the end of 2025 and add a report to Council on all stakeholders' feedback for strategy M.

Comments by: Councilors Matthews, Brown, Nishioka, Gwyn, Varney, City Attorney Dan Atchison, Planning Administrator Lisa Anderson-Ogilvie, and Development Services Division Manager Robin Dalke.

The amendment carried by the following vote:

**Aye:** 6 - Brown, Nordyke, Matthews, Gwyn, Hoy

**Nay:** 3 - Tigan, Nishioka, Varney

**Absent:** 0 - None.

**Note:** Following item 5.a. Councilor Varney requested to change her vote on this motion from Aye to Nay due to misunderstanding the procedure related to amendments. There were no objections.

The amended main motion carried by the following vote:

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

**Nay:** 0

**Abstain:** 0

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

**5.a.** Proposed FY 2026 Fee Schedule

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance.

**Attachments:** [Resolution No. 2025-10](#)  
[Resolution No. 2025-10, Exhibit A](#)

**Chief Financial Officer Josh Eggleston presented the staff report.**

**Questions from: Councilors Gwyn and Matthews.**

**A motion was made by Councilor Nishioka, seconded by Councilor Tigan, to adopt Resolution No. 2025-10, setting fees and charges for the City of Salem as set forth in Exhibit A to Resolution No. 2025-10.**

**Comments by: Councilors Nishioka, Brown and Gwyn.**

**An amended motion was made by Councilor Gwyn, seconded by Councilor Nishioka, to remove the change in the Operations Fee.**

**Comments by: Gwyn, Tigan, Matthews, Mayor Julie Hoy, and Councilor Nordyke.**

**The amendment failed by the following vote:**

**Yay: 2 - Gwyn, Brown.**

**Nay: 6 - Nordyke, Varney, Tigan, Nishioka, Matthews, Hoy.**

**Absent: 0 - None.**

**The main motion carried by the following vote:**

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

**Nay:** 0

**Abstain:** 0

- 5.b.** Follow-Up Presentation on ODOT's Center Street Bridge project to seismically retrofit the Center Street Bridge over the Willamette River.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Safe, Reliable and Efficient Infrastructure; Welcoming and Livable Community

**Attachments:** [Attachment 1 - Center Street Bridge Seismic Retrofit Project Vicinity Map](#)  
[Attachment 2 - ODOT Public Outreach Summary](#)  
[Attachment 3 - SPRAB Letter ODOT-Center-St-Bridge 2025.05.19](#)

**Gretchen Bennett, Acting in Capacity Community Services Director, introduced Jim West, Project Delivery Manager, and Andrew Walker from Oregon Department of Transportation, who presented the report.**

**Comments by: Councilors Brown and Matthews.**

**This information report was received and filed.**

- 5.c.** Summary of recent progress on the Salem Civic Center Improvement project.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Safe, Reliable and Efficient Infrastructure; Strong and Diverse Economy; Welcoming and Livable Community.

**Aaron Kimsey, Assistant City Engineer, presented the staff report.**

**Councilor Nordyke left the meeting at 9:35 p.m.**

**Comments by: Councilors Gwyn, Brown, Tigan, and Mayor Julie Hoy.**

**A motion was made by Councilor Gwyn, seconded by Councilor Nishioka, to extend the meeting by twenty minutes.**

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

**Aye: 7 - Tigan, Nishioka, Matthews, Gwyn, Brown, Varney, Hoy.**

**Nay: 0 - None.**

**Absent: 1 - Nordyke.**

**Comments by: Josh Eggleston, Chief Financial Officer.**



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

With the consent of Council, Mayor Hoy entered all information reports into the record.

Comments by: Councilor Nishioka.

**6.a.**

Planning Administrator Decision - Conditional Use Permit Modification for two building additions and site improvements to an existing Motor Vehicles Sales use - Approved.

Modification of Conditional Use Permit / Class 3 Site Plan Review / Class 2 Adjustment Case No. CU-SPR-ADJ16-01MOD2 - Roberson Land Development LLC - 3100 Ryan Dr SE.

Ward(s): 2  
Councilor(s): Nishioka  
Neighborhood(s): SESNA

**Attachments:** [Land Use Decision CU-SPR-ADJ16-01MOD2](#)

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

**6.b.**

Planning Administrator Decision - A multi-family development of a 138-unit apartment complex - Approved.

Partition Tentative Plan, Urban Growth Preliminary Declaration, Class 3 Site Plan Review, Class 2 Adjustment, Tree Regulation Variance, Class 2 Driveway Approach Permit, Class 1 Design Review, and Property Line Adjustment Case No. PAR-UGA-SPR-ADJ-TRV-DAP-DR-PLA25-05 - Laura Robinson, Louise Turnidge - 1700 and 1709 Baxter Rd SE

Ward(s): 4  
Councilor(s): Gwyn  
Neighborhood(s): SGNA

**Attachments:** [Land Use Decision PAR-UGA-SPR-ADJ-TRV-DAP-DR-PLA25-05](#)

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

- 6.c.** Planning Administrator Decision - Development of an electric vehicle charging station and vehicle storage area for commercial freight trucks - Approved.

Urban Growth Preliminary Declaration / Class 3 Site Plan Review /  
Class 2 Adjustment / Class 2 Driveway Approach Permit Case No.  
UGA-SPR-ADJ-DAP25-02 - Watt EV, Inc - 4025 Airway Dr SE.

Ward(s): 2  
Councilor(s): Nishioka  
Neighborhood(s): SEMCA

**Attachments:** [Land Use Decision UGA-SPR-ADJ-DAP25-02](#)

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

- 6.d.** Section 4(f) De Minimis Concurrence - Center Street Bridge Seismic Retrofit Project

Ward(s): All Wards  
Councilor(s): All Councilors  
Neighborhood(s): All Neighborhoods  
Result Area(s): Safe, Reliable and Efficient Infrastructure; Welcoming and Livable Community.

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

- 6.e.** Investigation of the past use of fire-fighting foam containing forever chemicals and its impacts at Salem-Willamette Valley Airport and Salem Fire Station 6.

Ward(s): Ward 2  
Councilor(s): Councilor Nishioka  
Neighborhood(s): SEMCA, SESNA  
Result Area(s): Good Governance; Safe, Reliable and Efficient Infrastructure; Strong and Diverse Economy.

**Attachments:** [Attachment 1 - PFAS at Salem Willamette Valley Airport Fact Sheet.pdf](#)

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

## 7. ORDINANCES

### 7.1 FIRST READING:

**7.1a.**

Ordinance Bill No. 6-25, amending the Salem Revised Code Chapter 220, 300, and 601 relating to Floodplain Development Permit requirements in the City of Salem.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

**Attachments:** [Ordinance Bill No. 6-25](#)  
[Exhibit A to Ordinance Bill No. 6-25](#)  
[Planning Commission Notice of Recommendation](#)  
[Special Flood Hazard Area Map](#)  
[Written Testimony](#)

**Council Tigan declared an actual conflict of interest due to ownership of property within the Mill Creek floodplain.**

**A motion was made by Councilor Nishioka, seconded by Councilor Gwyn, to advance Ordinance Bill No. 6-25 amending the Salem Revised Code (SRC) updating Chapter 220 (Site Plan Review), Chapter 300 (Procedures for Land Use Applications and Legislative Land Use Proposals), and Chapter 601 (Floodplain Overlay Zone) to address Floodplain Development Permit requirements within the City of Salem to second reading for enactment.**

**Comments by: Councilor Varney.**

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

**Aye:** 6 - Varney, Nishioka, Gwyn, Brown, Matthews, and Hoy

**Nay:** 0

**Absent:** 1 - Nordyke

**Abstain:** 1 - Tigan

**7.1b.**

Ordinance Bill No. 7-25 amending Salem Revised Code Chapter 200 and 803 relating to right-of-way dedications within the City of Salem.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

**Attachments:** [Ordinance Bill No. 7-25](#)  
[Exhibit A to Ordinance Bill No. 7-25.](#)  
[Planning Commission Notice of Recommendation](#)

**A motion was made by Councilor Nishioka, seconded by Councilor Matthews, to advance Ordinance Bill No. 7-25 Amending Salem Revised Code Chapters 200 (Urban Growth Management) and 803 (Street and Right-of-way Improvements) to address right-of-way dedications within the City of Salem to second reading for enactment.**

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

**Aye:** 7 - Varney, Nishioka, Gwyn, Brown, Matthews, Tigan, and Hoy

**Nay:** 0

**Absent:** 1 - Nordyke

**Abstain:** 0

**7.1c.**

Ordinance Bill No. 8-25 amending Salem Revised Code Chapter 102 related to time limits in the Downtown Parking District for metered on-street parking and proof of payment.

Ward(s): Ward 1, 2

Councilor(s): Councilors Tigan, Nishioka

Neighborhood(s): Neighborhoods - CANDO

Result Area(s): Result Areas - Safe, Reliable and Efficient Infrastructure; Strong and Diverse Economy

**Attachments:** [Ordinance Bill 08-25 -Downtown Paid Parking .docx](#)  
[Ordinance Bill No. 08-25 Exhibit A - paid parking in downtown v2.docx](#)  
[Council Written Testimony received by 11am Monday May 27](#)  
[Addition Written Testimony received by 4:30 p.m., May 27, 2025](#)  
[comments.pdf](#)

**A motion was made by Councilor Nishioka, seconded by Councilor Gwyn, to advance Ordinance Bill No. 08-25 amending Salem Revised Code Chapter 102 related to time limits for metered on-street parking and proof of payment to second reading for enactment.**

**Comments by: Councilors Tigan and Matthews, and Community Planning and Development Director Kristin Retherford.**

**A motion was made by Councilor Gwyn, seconded by Councilor Nishioka, to extend the meeting an additional ten minutes. The motion was declared CARRIED by unanimous voice vote.**

**Comments by: Assistant Director Urban Division Sheri Wahrgren and Councilor Brown.**

**The original motion carried by the following vote:**

**Aye:** 7 - Varney, Nishioka, Gwyn, Brown, Matthews, Tigan, and Hoy

**Nay:** 0

**Absent:** 1 - Nordyke

**Abstain:** 0

- 7.1d.** Ordinance Bill No. 9-25 amending Salem Revised Code 2.840  
Related to Ambulance Service on Public Streets.

Ward(s): All Wards  
Councilor(s): All Councilors  
Neighborhood(s): All Neighborhoods  
Result Area(s): Safe and Healthy Community

**Attachments:** [Ordinance Bill No. 09-25](#)  
[Exhibit A to Ordinance No. 09-25](#)

**A motion was made by Councilor Nishioka, seconded by Councilor Gwyn, to advance Ordinance Bill No. 09-25, for the purpose of amending SRC 2.840 related to the transition to a City-operated ambulance service on public streets, to second reading.**

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

**Aye:** 7 - Varney, Nishioka, Gwyn, Brown, Matthews, Tigan, and Hoy

**Nay:** 0

**Absent:** 1 - Nordyke

**Abstain:** 0

## 7.2 SECOND READING:

- 7.2a.** Annexation of a 7.66-acre territory for two properties located at the 2500 Block of Michigan City Lane NW and the 3300 Block of Levi Street NW (ANXC-761).

Ward(s): 8  
Councilor(s): Varney  
Neighborhood(s): West Salem  
Result Area(s): Welcoming and Livable Community

**Attachments:** [Vicinity Map](#)  
[Ordinance Bill No. 5-25](#)  
[Exhibit A - Territory Legal Description and Map](#)

**Conducted second reading of Ordinance Bill No. 5-25, approving annexation, applying City Zoning, and approving withdrawal from the Spring Valley Rural Fire Protection District, for a territory located at the 2500 Block of Michigan City Lane NW and the 3300 Block of Levi Street NW.**

**Ordinance Bill No. 5-25 passed by the following vote:**

**Aye:** 7 - Varney, Nishioka, Gwyn, Brown, Matthews, Tigan, and Hoy

**Nay:** 0

**Absent:** 1 - Nordyke

**Abstain:** 0

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

See item number 2.

**9. ADJOURNMENT**

10:24 p.m.

Minutes prepared by:  
Rachael Gangelhoff, CMC  
Deputy City Recorder