

*555 Liberty St SE  
Salem, OR 97301*



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

**Monday, March 24, 2025**

**6:00 PM**

**Council Chambers / Hybrid Meeting**

**City Council**

## **EXECUTIVE SESSION**

**City Council**

**5:00 p.m. - 5:30 p.m. / City Manager's Conference Room**

**ORS 192.660(2)(h): Current/Pending Litigation**

## **SPECIAL MEETING**

**City Council**

**5:30 p.m. - 6:00 p.m. / Council Chambers**

**Budget Committee Interviews and Appointment**

## **1. OPENING EXERCISES:**

### **Call to Order**

**6:25 p.m.**

### **Roll Call**

**Present:** 7 - Councilor Nordyke, Councilor Varney, Councilor Nishioka, Councilor Gwyn, Councilor Brown, Councilor Tigan, and Mayor Hoy

**Absent:** 1 - Councilor Matthews

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

**A motion was made by Councilor Nishioka, seconded by Councilor Tigan, to approve the additions of item 3.3.e., Recommended positions on specific priority bills for 2025 Oregon Legislative Session; item 3.3.f., Claim settlement authorization in the matter of Castillo v. Bush and City of Salem; and item 3.1.a., corrected draft minutes.**

**Comments by: Councilor Nishioka.**

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

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

**Nay:** 0

**Absent:** 1 - Matthews

**Abstain:** 0

## **1.2 COUNCIL AND CITY MANAGER COMMENT**

**Comments by: Councilors Nishioka, Nordyke, and Mayor Julie Hoy.**

## **1.3 PROCLAMATIONS**

**1.3a.** Proclamation recognizing Women's History Month.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Attachments:** [Proclamation - Women's History Month.pdf](#)**Councilor Gwyn presented the proclamation to Councilors Nishioka, Nordyke, and Mayor Julie Hoy.****1.3b.** Proclamation recognizing Arbor Month.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Attachments:** [Proclamation - Arbor Month.pdf](#)**Councilor Tigan presented the proclamation to City Urban Forester Milan Davis, Project Coordinator Don Gunther, Project Coordinator Tom Bradley, and Maintenance Operators Cesar Estrada and Nolan Rogers.****Comments by: Mayor Julie Hoy.****1.4 PRESENTATIONS****1.4a.** Salem Keizer Safe Route to School Presentation

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Presentation by: Beth Schmidt, Mid-Willamette Valley Council of Governments.****Beth Schmidt presented the Mid-Willamette Valley Council of Governments Chair's Choice Award to Mayor Julie Hoy as a representative of the City.****Comments/Questions from: Councilor Tigan.**

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

Comments from:

Mai Vang, Ward 6, Item 3.3.b., File No. 25-111

Lynn Takata, Ward 1, Item 3.3.b., File No. 25-111

Item 8 was heard at this time with comments from:

Jim Scheppke, Ward 2, May ballot measure campaign

Comments by: City Attorney Dan Atchison

## 3. CONSENT CALENDAR:

A motion was made by Councilor Nishioka, seconded by Councilor Gwyn, to approve the Consent Calendar with the pull of item 3.3.b. by Councilor Nordyke.

Councilor Nordyke declared an actual conflict of interest related to item 3.3.b. due to a family member owning property on Market St.

Comments by: Councilor Nishioka, Councilor Tigan, Mayor Julie Hoy

The motion carried by the following vote:

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

**Nay:** 0

**Absent:** 1 - Matthews

**Abstain:** 0

## 3.1 MINUTES

**3.1a.** March 10, 2025 Council Meeting Final Action Minutes

**Attachments:** [03-10-2025 Draft Council Final Action Minutes.pdf](#)

**Action:** Approved.

**3.1b.** March 17, 2025 Joint City Council and Planning Commission Final Action Minutes

**Attachments:** [03-17-2025 Draft Joint Work Session Final Action Minutes.pdf](#)

**Action:** Approved.

## 3.2 RESOLUTIONS

None.

### 3.3 ACTION ITEMS

- 3.3a.** Application for project funding under the Building Resilient Infrastructure and Communities grant program issued by the Federal Emergency Management Agency.

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

**Attachments:** [Attachment 1 - BRIC FY 24 Notice of Funding Opportunity.pdf](#)

**Authorized the City Manager to apply for funding to design and construct the Geren Island Water Treatment Facility Bridge Replacement project through the BRIC Grant Program and, if successful, authorized the City Manager to enter into an agreement with the Federal Emergency Management Agency to accept these funds.**

- 3.3b.** Purchase and Sale Agreement with Scymanky Rentals LLC for acquisition of unimproved real property located at 2445 Market Street NE.

Ward(s): Ward 6  
Councilor(s): vacant  
Neighborhood(s): NOLA 6  
Result Area(s): Strong and Diverse Economy; Welcoming and Livable Community.

**Attachments:** [Assessor's Map 1](#)  
[Assessor's Map 2](#)  
[2445 Market Street Purchase and Sale Agreement](#)

**This item was pulled by Councilor Nordyke - see item 5.a.**

- 3.3c.** Approval of the interim city manager employment agreement.

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

**Attachments:** [3-24-25 Written Testimony 1.pdf](#)

**Approved the interim city manager employment agreement and authorize the City Attorney to execute the agreement on behalf of the City.**

**3.3d.**

Application for a grant from the Oregon Health Authority's Drinking Water Source Protection Fund.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

**Authorized the Interim City Manager to apply for and, if awarded, accept a Drinking Water Source Protection Fund Grant in the amount of \$50,000.**

**3.3e.**

Recommended positions on specific priority bills for 2025 Oregon Legislative Session.

Ward(s): All Wards

Councilor(s): All Councilors

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.

**Attachments:** Legislative Committee recommended positions on priority bills

**Approved positions on specific bills for the 2025 Oregon Legislative Session.**

**3.3f.**

Claim Settlement Authorization in the matter of Castillo v. Bush and City of Salem

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance

**Authorized the City Manager to resolve a lawsuit brought by Personal Representative Misty L. Castillo on behalf of the estate of Arcadio Castillo, III in an amount not to exceed \$850,000.00. Payment of \$681,550.05 will be made from the City's self-insurance claim fund. Payment of \$168,449.95 will be made from excess insurance carrier.**

## 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.** Purchase and Sale Agreement with Scymanky Rentals LLC for acquisition of unimproved real property located at 2445 Market Street NE.

Ward(s): Ward 6

Councilor(s): vacant

Neighborhood(s): NOLA 6

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

**Attachments:** [Assessor's Map 1](#)  
[Assessor's Map 2](#)  
[2445 Market Street Purchase and Sale Agreement](#)

**A motion was made by Councilor Nishioka, seconded by Councilor Tigan, to ratify the Purchase and Sale Agreement signed by the Acting City Manager with Scymanky Rentals, LLC.**

**Comments by: Kristin Retherford, CPD Director, Councilor Tigan**

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

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

**Nay:** 0

**Absent:** 1 - Matthews

**Abstain:** 1 - Nordyke

**6. INFORMATION REPORTS:**

**6.a.**

Notice of proposed administrative rulemaking for updates to the existing Public Works Design Standards related to stormwater (Administrative Rules 109-001 and 109-004) and Public Works Operations & Maintenance of Stormwater Facilities (Administrative Rule 109-011).

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

**Attachments:** [Attachment 1 Summary of Proposed Changes Admin Rules.pdf](#)  
[Attachment 2 SWAG Meeting Summary of Updates.pdf](#)  
[Attachment 3 Public Comments and Responses.pdf](#)  
[Attachment 4 Admin Rule 109-001 AppA.pdf](#)  
[Attachment 5 Admin Rule 109-004.pdf](#)  
[Attachment 6 Admin Rule 109-011.pdf](#)

**Comments/Questions from: Councilor Nishioka, Robert Chandler, Assistant Director of Public Works, Councilor Varney**

**6.b.**

Planning Administrator Decision - A replat to consolidate six lots into two parcels with two adjustments to lot area and depth - Approved.

Replat Tentative Plan / Class 2 Adjustment Case No. REP-ADJ25-02 - Barker Surveying - 676 17th St SE.

Ward(s): 2

Councilor(s): Nishioka

Neighborhood(s): SESNA

**Attachments:** [Land Use Decision REP-ADJ25-02](#)

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



- 6.c.** Planning Administrator Decision - A replat to consolidate two Lots - Approved.

Tentative Replat Plan Case No. REP25-03 - Barker Surveying - 2710 Broadway St NE.

Ward(s): 5  
Councilor(s): Dr. Brown  
Neighborhood(s): Highland

**Attachments:** [Land Use Decision REP25-03](#)

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

- 6.d.** Hearings Officer Decision - A conditional use for a solid waste transfer station in the IG zone - Approved

Conditional Use / Class 3 Site Plan Review / Class 2 Adjustment - Case No. CU-SPR-ADJ25-01 - Chad Robinson, Bruce E Douglas, Sharon T Douglas, Kelly K Douglas, Larry L Duckett, Chris A Smith, Eric H Schoenstein, A Lee Sjothun, Cinda M Conroyd - 1450 McDonald St NE.

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

**Attachments:** [Land Use Decision CU-SPR-ADJ25-01](#)

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

- 6.e.** Request from Chemeketa Community College to support their \$140 million building and renovation bond.

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

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

## 7. ORDINANCES

None.

### 7.1 FIRST READING:

None.

**7.2 SECOND READING:**

None.

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

See item 2.

**9. ADJOURNMENT**

7:19 p.m.

Minutes prepared by:  
Rachael Gangelhoff, CMC  
Deputy City Recorder