

*555 Liberty St SE  
Salem, OR 97301*



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

**Monday, December 11, 2023**

**6:00 PM**

**Council Chambers**

**Housing Authority of the City of Salem**

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>.

## **1. OPENING EXERCISES:**

### **Roll Call**

**At 6:07 p.m., Commissioner Nordyke joined the meeting remotely.**

**Present** 8 - Commissioner Nordyke, Commissioner Gonzalez, Commissioner Phillips, Commissioner Varney, Commissioner Nishioka, Commissioner Hoy, Commissioner Gwyn, and Commissioner Villegas

**Absent** 1 - Chairperson Stapleton

### **Pledge of Allegiance**

**Led by Vice Chair Phillips.**

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

**A motion was made by Commissioner Nishioka, seconded by Vice Chair Phillips to approve the additions to the agenda.**

**The additions consisted of:**

**Item 3.3a., Revision to the Admissions and Continued Occupancy Plan (ACOP) for Public Housing; an updated attachment was added to replace incorrect Attachment 2.**

**Item 3.3b., Revised Section 8 Administrative Plan; this new report was added to the agenda.**

**Comments by: Commissioner Nishioka.**

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

**Aye:** 7 - Gonzalez, Phillips, Varney, Nishioka, Hoy, Gwyn, and Villegas

**Nay:** 0

**Absent:** 2 - Nordyke, and Chairperson Stapleton

**Abstain:** 0

## **2. PUBLIC COMMENT**

**None.**

## **3. CONSENT CALENDAR:**

**A motion was made by Commissioner Nishioka, seconded by Vice Chair Phillips to approve the consent calendar.**

**Comments by: Commissioners Nishioka and Gwyn.**

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

**Aye:** 7 - Gonzalez, Phillips, Varney, Nishioka, Hoy, Gwyn, and Villegas

**Nay:** 0

**Absent:** 2 - Nordyke, and Chairperson Stapleton

**Abstain:** 0

### **3.1 MINUTES:**

**3.1a.** [23-454](#) November 27, 2023 Draft Salem Housing Authority Minutes

**Action: Approved.**

### **3.2 ACTION ITEMS:**

**None.**

### **3.3 RESOLUTIONS:**

**3.3a.** [23-464](#)

Revision to the Admissions and Continued Occupancy Plan (ACOP)  
for Public Housing

Ward(s): All Wards

Commissioners(s): Commissioners

Neighborhood(s): All Neighborhoods

Result Area(s): Welcome and Livable Neighborhood

**Adopted Resolution No. 2302, approving the Revised Admissions and Continued Occupancy Plan implementing Moving to Work activities, updating criminal background screening criteria, aligning over-income and flat rent procedures with current requirements, clarifying the sunset date of the Earned Income Disallowance, and updating/correcting language to bring the Admissions and Continued Occupancy Plan in line with current requirements.**

**3.3b.** [23-497](#)

Revised Section 8 Administrative Plan

Ward(s): All Wards

Commissioners(s): Commissioners

Neighborhood(s): All Neighborhoods

Result Area(s): Welcome and Livable Neighborhood

**Adopted Resolution No. 2304, approving the Revised Section 8 Housing Choice Voucher Program Administrative Plan implementing Moving to Work activities (including alternative utility allowance, initial rent burden change, alternative income exclusions, alternative reexamination schedule, elimination of the third party requirement for inspections and rent reasonableness determinations, limited portability for Project-Based Voucher families), clarifying the sunset date of the Earned Income Disallowance, permitting Salem Housing Authority to pay utility reimbursement payments directly to families, and other changes to clarify and update policies to align with current requirements.**

## **4. PUBLIC HEARINGS**

None.

## **5. SPECIAL ORDERS OF BUSINESS: (Items deferred from the consent calendar, items of special importance to the Commission, and presentations from boards, commissions, or outside agencies)**

None.

## **6. INFORMATION REPORTS:**

**6.a.**     [23-483](#)

Project Management report.

Ward(s): All Wards

Commissioners(s): All Commissioners

Neighborhood(s): All Neighborhoods

Result Area(s): Safe Community; Welcome and Livable  
Neighborhood;

**Questions or Comments by: Salem Housing Authority Housing Administrator  
Nicole Utz, Vice Chair Phillips, and Commissioner Hoy**

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

**7. ADJOURNMENT**

**6:11 p.m.**