



CITY OF SALEM

585 Liberty St SE
Salem, OR 97301

Meeting Agenda

City Council

Monday, June 23, 2025

6:00 PM

**Loucks Auditorium /
Salem Public Library**

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 Loucks Auditorium at Salem Public Library 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. 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 3:00 p.m. on the day of the meeting using this link: <https://www.cityofsalem.net/comment-at-council>

EXECUTIVE SESSION

City Council

Salem Public Library Plaza Room | | 5:15 - 6:00 p.m.

ORS 192.660(2)(e) Real Property Transaction

WORK SESSION

None.

1. OPENING EXERCISES:

Call to Order

Pledge of Allegiance

Oath of Office

Ward 6, City Councilor, Mai Vang

Roll Call

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

1.2 COUNCIL AND CITY MANAGER COMMENT

1.3 PROCLAMATIONS

- 1.3a.** [25-233](#) Proclamation of the Mayor and Canvass of Votes from the May 20, 2025, Special District Election

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

Summary:

A Special District Election was held on May 20, 2025, at which time the City of Salem had candidates for City Councilor for Ward 6 and Ballot Measure 24-514, Five-year Operating Levy for Parks, Recreation, Libraries, and Senior Services.

Attachments: [Attachment A: Proclamation of the Mayor](#)
[Attachment B: Canvass of Votes](#)

- 1.3b.** [25-241](#) Proclamation - Pride Month - June 2025

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

Recommendation:

Information Only.

Attachments: [Proclamation - Pride Month 2025.pdf](#)

- 1.3c.** [25-245](#) Proclamation - Juneteenth

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

RECOMMENDATION:

Recommendation:

Information Only

Attachments: [Proclamation - Juneteenth.jpg](#)

Add - New report

1.4 PRESENTATIONS

- 1.4a.** [25-219](#) Presentation of the Center 50+ Advisory Commission 2024 Annual Report

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods
Result Area(s): Welcoming and Livable Community.

Recommendation:

Information only.

Summary:

A representative from the Center 50+ Advisory Commission will be present at the upcoming City Council meeting to present highlights from the Commission's 2024 Annual Report. This report outlines the ongoing efforts and accomplishments of the Center 50+ in alignment with the Council-approved Strategic Operations Plan. Since 2007, the Center 50+ has been implementing a Council-approved Strategic Operations Plan, which serves as a guiding framework for the Center's initiatives. The Center 50+ Advisory Commission, along with staff and volunteers, continues to execute action plans, programmatic changes, and expand partnerships to support this plan. The strategic philosophies underpinning this plan include:

- Stability and Vitality
- Collaboration
- Cutting-edge Programming
- Senior Leadership

Attachments: [Center 50+ Advisory Commission 2024 Annual Report.pdf](#)

[Action Plan from Age Friendly Assessment 2024.docx](#)

[Age Friendly Assessment 2018 Findings.dotx](#)

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

3. CONSENT CALENDAR:

3.1 MINUTES

3.1a. [25-220](#) June 9, 2025, Draft City Council Minutes

Attachments: [06-09-25 Draft Council Minutes.pdf](#)

3.2 RESOLUTIONS

3.2a. [25-132](#) Adopting the Fiscal Year 2026 (FY2026) Parking District budget and setting the Parking Tax rate for the Downtown Parking District.

Ward(s): Ward 1 and 2

Councilor(s): Tigan and Nishioka
 Neighborhood(s): CANDO
 Result Area(s): Strong and Diverse Economy, Welcoming and Livable Community

Recommendation:

Adopt Resolution No. 2025-13 (Attachment 1) adopting the FY2026 Downtown Parking budget and setting the business-paid parking tax for the Downtown Parking District.

Summary:

The FY2026 proposed total operating budget for the Downtown Parking Fund is \$1,970,560. The budget incorporates the business parking tax rates of \$169.00 per space or \$469.00 minimum tax, a 0% increase from current rates. New parking pay stations will be installed for on-street paid parking in the Downtown Parking District, activated for 12 hours per day, Monday through Saturday, starting July 10, 2025. Revenue from metered parking in the Downtown Parking District will be assessed at the end of FY 2026 to determine when the tax, per Salem Revised Code 7.110, can sunset.

Salem Revised Code 7.110 requires Council to adopt, by resolution, a budget for the Downtown Parking District (District) and set the tax for each fiscal year. The Parking District was established in 1976 to provide funding for economic promotion and public parking within the downtown core.

Attachments: [Parking Tax Resolution 2025-13 - FY 2026.pdf](#)
[Exhibit A - Proposed FY 2026 Parking Fund Budget.pdf](#)
[Testimony received by 12pm 6-23-25](#)

Add - Written Testimony

3.2b. [25-225](#) Adoption of the fiscal year (FY) 2026 City of Salem budget

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.

Recommendation:

Adopt Resolution No. 2025-16 to adopt the FY 2026 City of Salem budget.

Summary:

The City of Salem budget for FY 2026 is required to be adopted by Oregon budget law prior to July 1, 2025. Adoption of this resolution will allow authorized spending in the coming fiscal year.

Attachments: [Resolution No. 2025-16](#)
[Resolution No. 2025-16, Exhibit A](#)
[City of Salem FY 2026 City Council Amendments Summary](#)
[City of Salem FY 2025 Carryovers for the FY 2026 Budget, General Fund](#)
[City of Salem FY 2025 Carryovers for the FY 2026 Budget, Other Funds](#)

- 3.2c.** [25-230](#) Transfer of fiscal year (FY) 2025 budget appropriations in the General Fund, City Services Fund, Community Renewal Fund, and Airport Fund

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.

Recommendation:

Adopt Resolution No. 2025-15 authorizing a transfer of appropriations within the City's FY 2025 budget.

Summary:

Several year end budget authority transfers are needed to maintain compliance with Oregon budget law. Transfer of budget appropriation is required when actual spending is anticipated to exceed budget authority.

Attachments: [Resolution No. 2025-15](#)

3.3 ACTION ITEMS

- 3.3a.** [25-178](#) Capital Improvement Plan for FY 2026 through FY 2030

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

Recommendation: Adopt the Capital Improvement Plan for FY 2026 through FY 2030 as recommended by the Budget Committee.

Summary: The City of Salem Budget Committee held a public hearing for the CIP on April 23, 2025. Staff provided notice to the community and at the public hearing, provided a presentation about capital planning and anticipated projects. At the conclusion of the public hearing, the Budget Committee recommended the CIP to the City Council for

consideration and adoption.

Attachments: [Recommended Capital Improvement Plan for FY 2026 - FY 2030](#)

4. PUBLIC HEARINGS

5. SPECIAL ORDERS OF BUSINESS:

5.a. [25-232](#) Local Option Levy Oversight Committee

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods
Result Area(s): Good Governance; Welcoming and Livable Community.

Recommendation:

Approve the proposed structure and formation of the Livability Levy Oversight Committee.

Summary:

In May 2025, Salem voters passed a five-year Livability Levy to fund Parks, Recreation, Library, and Senior services. Included in the ballot measure explanatory statement was a requirement for an Oversight Committee to review levy expenditures and provide an annual report to the City Council. This report outlines a proposed structure and scope for City Council consideration.

Attachments: [Testimony received by 12pm 6-23-25](#)

Add - Written Testimony

5.b. [25-227](#) Downtown public safety

Ward(s): 1 & 2
Councilor(s): All Councilors
Neighborhood(s): CANDO
Result Area(s): Safe and Healthy Community, Strong and Diverse Economy, and Welcoming and Livable Community.

Recommendation:

Information only.

Summary:

This report outlines options for the City to enhance public safety in downtown Salem, challenges in affecting change, and potential options to enhance public safety in the short and long term.

ISSUE:

Information only.

RECOMMENDATION:

Attachments: [Downtown Public Safety Information Report](#)
[Salem Main Street State of Downtown 6.18.25 Summary](#)
[Testimony received by 12pm 6-23-25](#)
[Testimony received by 3pm 6-23-25](#)

Add - Attachments
Add - Written Testimony

- 5.c.** [25-244](#) Modification of parkade parking permit fees for employees in the downtown parking district. Resolution 2025-17.

Ward(s): Ward 1 2
 Councilor(s): Councilor Tigan , Nishioka
 Neighborhood(s): CANDO
 Result Area(s): Good Governance; Welcoming and Livable Community.

Recommendation:

Adopt Resolution No. 2025-17 modifying the City's Master Fee Schedule to expand the parttime employee parking permit discount at the Marion and Chemeketa parkades to all employees earning \$25 or less per hour within the downtown parking district for six months, beginning July 1, 2025.

Summary:

Resolution No. 2025-17 would modify the City's Master Fee Schedule to expand the parttime employee parking permit discount at the Marion and Chemeketa parkades to all employees earning \$25 or less per hour within the downtown parking district for six months beginning July 1, 2025.

Attachments: [RESOLUTION NO 2025-17 partime employee parking.docx](#)

Add- New report added.

6. INFORMATION REPORTS:

- 6.a.** [25-216](#) Purchases approved administratively from March 1, 2025 through March 31, 2025.

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

Recommendation:

Information only.

Summary:

Specific awards and the sources of funds for all contracts administratively awarded, renewed, or modified during the month of March. Included in the report are procurement contracts and public contracting activities with a current fiscal year impact and annual contracts.

Attachments: [Purchases approved administratively March 2025.pdf](#)

- 6.b. [25-223](#) Planning Administrator Decision - A partition to divide a property into three parcels - Approved.

Tentative Partition Plan / Class 2 Adjustment Case No.
PAR-ADJ25-07 - BRAND Land Use - 650 Hawthorne Ave SE.

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

Recommendation:

Information Only.

Attachments: [Land Use Decision PAR-ADJ25-07](#)

- 6.c. [25-236](#) Planning Administrator Decision - To replat thirteen units of land for future development - Approved.

Replat Tentative Plan / Property Line Adjustment Case No.
REP-PLA25-04 - Watumull Properties Corp., Steven Klein - 1805 Oxford St SE.

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

Recommendation:

Information Only.

Attachments: [Land Use Decision REP-PLA25-04](#)

- 6.d. [25-239](#) Planning Administrator Decision - A partition to divide a property into three parcels - Approved.

Partition Tentative Plan / Class 2 Driveway Approach Permit Case No. PAR-DAP25-08 - Phelan Development Company, LLC (Jeffrey Phelan) - 1940 Hyacinth St NE

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

Recommendation:

Information Only.

Attachments: [Land Use Decision PAR-DAP25-08](#)

- 6.e. [25-234](#) Hearings Officer Decision - A conditional Use permit for a residential care facility - Approved.

Conditional Use / Partition Tentative Plan / Class 3 Site Plan Review
Case No. CU-PAR-SPR25-02 - Michael Gay, Bryce Petersen - 325
Lancaster St SE

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

Recommendation:

Information Only.

Attachments: [Land Use Decision CU-PAR-SPR25-02](#)

- 6.f. [25-235](#) Hearings Officer Decision - A Conditional Use for a drive-through oil change business - Approved.

Conditional Use / Partition Tentative Plan / Class 3 Site Plan Review
/ Class 2 Adjustment Case No. CU-PAR-SPR-ADJ25-03 - John
Zachary Bonsall - 3271 Lancaster Dr NE

Ward(s): 6
Councilor(s): Vang
Neighborhood(s): NOLA

Recommendation:

Information Only.

Attachments: [Land Use Decision CU-PAR-SPR-ADJ25-03](#)

- 6.g. [25-240](#) Airline Operations Agreement

Ward(s): 2
Councilor(s): Nishioka
Neighborhood(s): SEMCA
Result Area(s): Good Governance.

Recommendation:

Information only.

Summary:

The City Council has received public comments urging the City to terminate its agreements with Avelo Airlines due to Avelo's agreement with the federal government to conduct deportation flights from Arizona. This report reviews the legal landscape concerning the City's agreements with Avelo and the potential

outcomes if the City elected to terminate those agreements. Summarizing this report, if the City were to terminate one or both agreements, the City would likely owe damages to the airline and would be required to repay an \$850,000 grant from the Federal Aviation Administration, and potentially a \$350,000 contribution from Salem area residents and businesses to fund a minimum revenue guarantee for the airline. Even if the agreements are terminated, the airline would continue to have the right to operate flights from the Salem-Willamette Valley Airport.

Attachments: [Written Testimony received 6/17/25](#)

[Testimony received by 12pm 6-23-25](#)

[Testimony received by 3pm 6-23-25](#)

Add - Written Testimony

7. ORDINANCES

7.1 FIRST READING:

7.2 SECOND READING:

8. PUBLIC COMMENT: (Other than agenda items)

9. ADJOURNMENT

Individuals needing special accommodations such as sign language, foreign language interpreters or equipment for the hearing impaired must request such services at least 48 hours prior to the meeting. To request accommodations or services, please call 503-588-6255 or 503-588-6003 (TTD/TTY 503-588-6439), or by e-mail at: cityrecorder@cityofsalem.net at least two business days in advance.

Si necesita ayuda para comprender esta información, por favor llame 503-588-6003.

UPCOMING PUBLIC HEARINGS, AND WORK SESSIONS

- a. [25-226](#) Until further notice, all Salem City Council meetings will be conducted in Loucks Auditorium, located at Salem Public Library, 585 Liberty Street SE, with the option for remote attendance. Please see the meeting agenda header for more details on remote attendance. The meetings are also available to watch in real-time online at CC:Media YouTube Channel, as well as Comcast Cable CC:Media Channel 21.

CITY COUNCIL PUBLIC HEARINGS:

CDBG and HOME Investment Partnership Program Years 2025-2029 Consolidated Plan and FY25 Annual Action Plan
Monday, July 14, 2025, at 6:00 p.m.

SALEM HOUSING AUTHORITY PUBLIC HEARINGS:

Proposed Public Housing Agency Annual Plan for 2024-2025
Monday, July 14, 2025, at 6:00 p.m.

URBAN RENEWAL AGENCY PUBLIC HEARINGS:

CITY COUNCIL WORK SESSIONS: (Unless otherwise noted, work sessions are held in Loucks Auditorium.)

Downtown Public Safety
Monday, July 21, 2025, at 6:00 p.m.

Economic Development and Renewal
Monday, August 18, 2025, at 6:00 p.m.

BUDGET COMMITTEE MEETINGS:

2025 NEIGHBORHOOD ASSOCIATION ANNUAL MEETING DATES:

| |
|---|
| Neighborhood - Annual Meeting Date - Time - Councilor |
| Faye Wright-----September 9-----6:30 p.m.-----Nordyke, Matthews |
| Northgate-----September 18---6:00 p.m.-----Brown |
| NOLA-----October 1----- 6:30 p.m.-----Brown |
| West Salem-----October 2-----6:30 p.m.-----Tigan, Varney |
| NESCA-----October 15-----7:00 p.m.-----Nishioka, Tigan |
| CANDO-----October 15-----6:00 p.m.-----Nishioka, Tigan |
| Sunnyslope-----October 16-----7:00 p.m.-----Nordyke, Gwyn |
| SWAN-----November 4-----6:30 p.m.-----Nishioka, Nordyke |

NEN-----November 11-----6:30 p.m.-----Nishioka, Tigan

SESNA-----November 18-----7:00 p.m.-----Nishioka

Add - Work Session

MEETING PROCEDURES

City Council meets on the second and fourth Mondays of each month at 6:00 p.m. All meetings are in Loucks Auditorium Salem Public Library, 585 Liberty Street SE.

The Mayor, who is the presiding officer, is elected at large for a term of two years. Councilors are elected for four-year terms for each of the City's eight Wards. These nine officers comprise the Council who make the policy decisions for municipal activity and pass its ordinances and regulations.

Because the Mayor and Councilors' positions are part time, without pay, the Council appoints a City Manager who is responsible for the administration and execution of the City's policies and ordinances.

The City Council generally follows Robert's Rules of Order, but has adopted supplementary rules that may be found on the City's website at:
<https://www.cityofsaalem.net/government/city-council-mayor/about-city-council/council-rules>.

THE CONSENT CALENDAR

The Consent Calendar allows the Council to save time by acting on everything listed on that part of the agenda with one motion instead of considering each item separately. If a City Councilor believes a matter on the Consent Calendar deserves further discussion, the Councilor can request that item be removed from the Consent Calendar and considered separately under "Special Orders of Business."

PUBLIC COMMENT

There are two times at every regular City Council meeting when the public has an opportunity to address the City Council. The first time is immediately prior to the Consent Calendar. This time is reserved for questions or statements regarding items appearing on the agenda, except public hearings and the merits of land use issues. The second time is at the end of the agenda. At this time, you can address the City Council on any matter of public concern, other than an agenda item. Please sign up on the Speakers Roster prior to the start of the meeting. The Mayor will announce the time for public comment, and invite persons to address the City Council. Each person has three minutes to address the City Council. Please stop speaking when your time has expired.

Individuals that would like to provide comments during the meeting but are not able to attend the meeting in person may provide testimony virtually. To do so, please sign up online on the day of the meeting between the hours of 8:00 a.m. and 3:00 p.m. at
<https://www.cityofsaalem.net/government/city-council-mayor/about-city-council/comment-and-participate-in-a-city-council-meeting>.

HOW TO GET YOUR WRITTEN COMMENTS INCLUDED AS PART OF THE AGENDA

Any written comments that you wish to be given to the City Council that are about an item on an agenda must be submitted to the City Recorder at cityrecorder@cityofsalem.net by 3:30 p.m. on the day of the City Council meeting when the item will be considered. For complete information on submitting communications to Council, please refer to Council Rule 6: Communications:

<https://www.cityofsalem.net/government/city-council-mayor/about-city-council/council-rules>.

If you have some matter that you wish to have the City Council consider in the future, you are encouraged to submit your suggestion in writing to the City Manager at P.O. BOX 14300, Salem, OR, 97309-3986 or by email to: manager@cityofsalem.net.

PUBLIC HEARINGS

The City Council can hold public hearings to consider legislative, quasi judicial or administrative matters. To testify at a hearing, you may sign up on the Hearing Roster located in the lobby of at Loucks Auditorium before the Mayor convenes the meeting. At the time for the hearing on the agenda, the Mayor will announce when the public hearing is open. If you have signed up to speak, come forward to the podium when the Mayor calls your name. State your name and either your address or the ward you live in. If you wish to receive notice of any written decision reached at the hearing, you must provide the City Recorder your address. When you have finished speaking, the Mayor will ask the Council if there are any questions for you, so please remain at the podium for a moment.

The time limit for QUASI JUDICIAL LAND USE CASES are as follows:

1. Staff Presentation – 10 minutes
2. Affected Party – 10 minutes
3. Neighborhood Associations – 5 minutes
4. Other Interested Persons – 3 minutes per person
5. Rebuttal by Affected Party – 5 minutes

The time limit is 3 minutes per person for LEGISLATIVE AND ADMINISTRATIVE hearings. Please stop speaking when your time has expired.

The time limits for QUASI JUDICIAL HEARINGS IN NON LAND use cases are as follows:

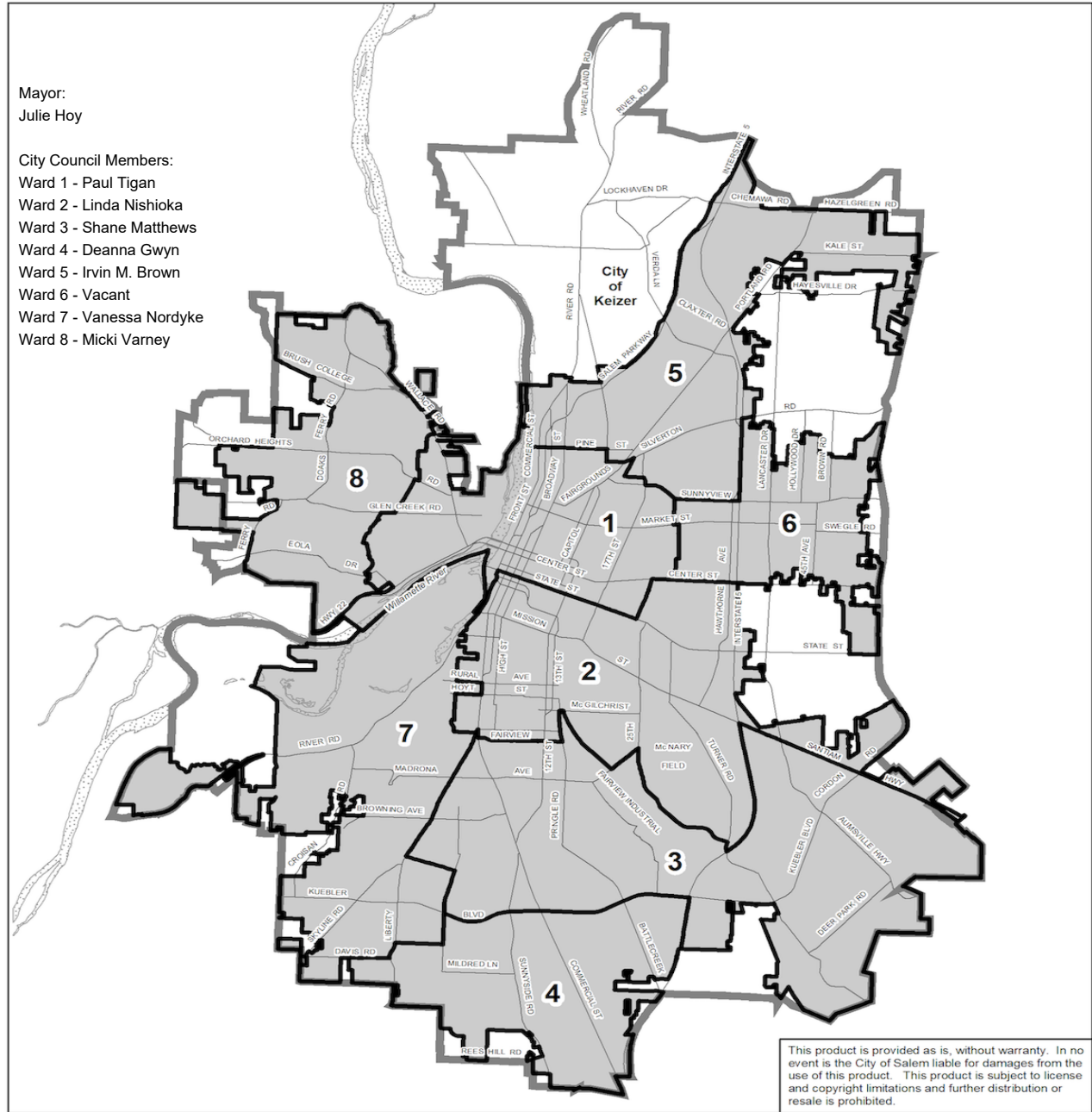
- 1. Staff Presentation – 15 minutes**
- 2. Affected Party – 15 minutes**
- 3. Neighborhood Associations – 5 minutes**
- 4. Other Interested Persons – 3 minutes per person**
- 5. Rebuttal by Affected Party – 7 minutes**

Time limits for quasi judicial land use hearings are governed by Rule 19 of the Council Rules. Parties to land use cases are encouraged to review that rule as time limits vary depending on the nature of the hearing. Further information can be obtained by contacting the Planning Administrator at 503 588 6173 or email at: Imanderson@cityofsalem.net.

City of Salem Wards

Mayor:
Julie Hoy

- City Council Members:
- Ward 1 - Paul Tigan
 - Ward 2 - Linda Nishioka
 - Ward 3 - Shane Matthews
 - Ward 4 - Deanna Gwyn
 - Ward 5 - Irvin M. Brown
 - Ward 6 - Vacant
 - Ward 7 - Vanessa Nordyke
 - Ward 8 - Micki Varney



LEGEND

- Ward Boundary
- Urban Growth Boundary
- Salem City Limits
- Major Streets



N:\CD\Proj\GIS\Public\Wards\Wards_B-W_ANSI-A.mxd - 1/6/2025 @ 7:28:33 AM