



# CITY OF SALEM

## Meeting Agenda

### City Council

585 Liberty St SE  
Salem, OR 97301

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**Monday, September 8, 2025**

**6:00 PM**

**Loucks Auditorium /  
Salem Public Library**

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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](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 3:00 p.m. on the day of the meeting using this link: <https://www.cityofsalem.net/comment-at-council>

### **EXECUTIVE SESSION**

**City Council - 5:15 p.m. - 6:00 p.m.**  
**Salem Public Library, Plaza Room**  
**ORS 192.660(2)(i), Evaluation of Chief Executive Officer**

### **WORK SESSION**

*None.*

### **1. OPENING EXERCISES:**

**Call to Order**

**Roll Call**

**Pledge of Allegiance**

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

**1.2 COUNCIL AND CITY MANAGER COMMENT**

**1.3 PROCLAMATIONS**

**1.3a.** [25-325](#) Proclamation recognizing National Service Dog Month.

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

**Recommendation:**

Information Only.

**Attachments:** [Proclamation - National Service Dog Month.pdf](#)

- 1.3b.** [25-326](#) Proclamation recognizing Salem Free Clinics 20th Anniversary.

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

**Recommendation:**

Information Only.

**Attachments:** [Proclamation - Salem Free Clinics 20th Anniversary.pdf](#)

- 1.3c.** [25-327](#) Proclamation recognizing Salem Fights Cancer Month.

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

**Recommendation:**

Information Only.

**Attachments:** [Proclamation - Salem Fights Cancer Month.pdf](#)

**1.4 PRESENTATIONS**

- 1.4a.** [25-289](#) The Wall That Heals Traveling Replica of the Vietnam Memorial, September 18-21, 2025

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

**Recommendation:**

Information Only.

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

**3. CONSENT CALENDAR:**

**3.1 MINUTES**

- 3.1a. [25-321](#) August 25, 2025, City Council Draft Minutes

**Attachments:** [8-25-25 Draft Council Minutes](#)

## 3.2 RESOLUTIONS

## 3.3 ACTION ITEMS

- 3.3a. [25-328](#) Appointments to the Budget Committee, Public Art Commission, and Downtown Advisory Board.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance.

**Recommendation:**

Appoint those recommended by the Council Board and Commission Appointments Committee (B&C Committee) to the Budget Committee, Downtown Advisory Board, and Public Art Commission.

**Summary:**

The Council Board and Commission Appointments Committee convened on Wednesday, August 27, 2025, to consider appointments to the Budget Committee, Downtown Advisory Board, and Public Art Commission.

**Attachments:** [Application - Jennifer Murray \(Ward 3-redacted\).pdf](#)

[Application - Eddie Zapien \(redacted\).pdf](#)

[Application - Scott Hossner \(redacted\).pdf](#)

[Application - Jesus Escobar \(redacted\).pdf](#)

*Revised - The title of staff report was revised with the correct names of the board and committees that this report pertains to: Budget Committee, Public Art Commission, and Downtown Advisory Board.*

## 4. PUBLIC HEARINGS

## 5. SPECIAL ORDERS OF BUSINESS:

- 5.a. [25-329](#) Council Boards and Commissions Appointments Committee recommendation to appoint Nathan Levin to the Planning Commission.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance.

**Recommendation:**

The B&C Committee recommends that City Council appoint Mr. Levin to the Planning Commission.

**Summary:**

The Council Board and Commission Appointments Committee (B&C Committee or Committee) convened on August 27, 2025, to consider applicants to numerous boards and commissions, including the Planning Commission. The Committee agreed that Nathan Levin was their recommended selection. The Committee felt that the full Council should determine if it wishes to proceed with an interview or to appointment Mr. Levin to the Planning Commission without an interview.

**Attachments:** [Application - Nathan Levin \(redacted\).pdf](#)

*Add - Report revised for clarity*

**6. INFORMATION REPORTS:**

- 6.a. [25-312](#) Planning Administrator Decision - New multi-family development of a 192-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 / Tree and Vegetation Removal Permit - Chris Jones - 1656 Davis Rd S.

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

**Recommendation:**

Information Only.

**Attachments:** [Land Use Decision PAR-UGA-SPR-ADJ-TRV-DAP-DR-TRP25-10](#)  
[Written Testimony received by 10am 9/8/2025](#)

*Add - Written Testimony*

- 6.b. [25-316](#) Planning Administrator Decision - Development of a new mixed-use building with 49 residential units and ground floor commercial space - Approved.

Tentative Replat Plan / Class 3 Site Plan Review / Class 2 Adjustment / Class 1 Adjustment / Tree Regulation Variance / Class 2 Driveway Approach Permit Case No. REP-SPR-ADJ-TRV-DAP25-08 - Landon Hattan - 590 Willow St NE.

Ward(s): 1  
 Councilor(s): Tigan  
 Neighborhood(s): CANDO

**Recommendation:**

Information Only.

**Attachments:** [Land Use Decision REP-SPR-ADJ-TRV-DAP25-08](#)

- 6.c. [25-317](#) Purchases approved administratively from July 1, 2025 through July 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 July. Included in the report are procurement contracts and public contracting activities with a current fiscal year impact and annual contracts.

**Attachments:** [Purchases approved administratively July 2025](#)

- 6.d. [25-324](#) Update on a Potential Minimum Revenue Guarantee to Recruit Commercial Air Service to Salem – Willamette Valley Airport.

Ward(s): Ward 2  
 Councilor(s): Nishioka  
 Neighborhood(s): SEMCA, SESNA  
 Result Area(s): Strong and Diverse Economy.

**Recommendation:**

Information Only.

**Summary:**

With the departure of Avelo Airlines on August 10, 2025, there are currently no commercial airlines operating out of Salem - Willamette Valley Airport. At its August 18, 2025, work session, Council requested an update on what a reasonable expectation would be from an airline on the size of an MRG needed to operate out of the Salem-Willamette Valley Airport.

**Attachments:** [Written Testimony received by 10am 9/8/2025](#)

*Add - Written Testimony*

- 6.e. [25-334](#) Announcing appointments to the Airport Advisory Commission,

Center 50+ Advisory Commission, Historic Landmarks Commission, and Human Rights Commission

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

**Recommendation:**

Information only.

**Summary:**

Announcing mayoral appointments to the Airport Advisory Commission, Center 50+ Advisory Commission, Historic Landmarks Commission, and Human Rights Commission.

**Attachments:**

- [Application - Judith Kiss \(redacted\).pdf](#)
- [Application - Kathleen Lempka \(redacted\).pdf](#)
- [Application - Mike Morrow \(redacted\).pdf](#)
- [Application - Deanna Tapia \(redacted\).pdf](#)
- [Application - Lisa Haines \(redacted\).pdf](#)
- [Application - Raymond Kelly \(redacted\).pdf](#)
- [Application - Cathryn Murray \(redacted\).pdf](#)
- [Application - Matthew Miller \(redacted\).pdf](#)
- [Application - Cara Watson \(redacted\).pdf](#)
- [Application - Ashley Rockenbrant \(redacted\).pdf](#)
- [Application - Toni Maries \(redacted\).pdf](#)
- [Application - Jacqueline Roche \(redacted\).pdf](#)
- [Application - Dianne Docarmo \(redacted\).pdf](#)

6.f. [25-345](#) Update on the City’s legislative activities in advance of the State Legislature’s Special Session on transportation funding.

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

**Recommendation:**

Information only.

**Summary:**

The Council’s Legislative Committee is comprised of Mayor Julie Hoy

and Councilors Brown, Gwyn, and Nordyke. Councilor Nishioka serves as an alternate. The City Council's Legislative Committee meets frequently to consider priorities to guide Salem's Federal and State agendas throughout the year. For each Oregon Legislative Session, the City Council's Legislative Committee meets to prepare, consider positions on active bills during Session, and discuss recent federal legislative activity. On August 25, 2025, the City Council received an end of session report summarizing the City's legislative activities during the 2025 session of the Oregon State Legislature and federal legislative update.

**Attachments:** [2025 Salem Legislative Policy Statements](#)

[City of Salem letter of support to address transportation funding crisis](#)

*Add - New Report Added.*

## **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](mailto: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. [25-319](#)      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:

Program Year 2024 Consolidated Annual Performance and Evaluation Report (CAPER)  
Monday, September 22, 2025, at 6:00 p.m.

SALEM HOUSING AUTHORITY PUBLIC HEARINGS:

URBAN RENEWAL AGENCY PUBLIC HEARINGS:

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

Service Updates, Priorities, and Options for Future Financial Sustainability  
Monday, September 15, 2025, at 6:00 p.m.

Safety and Livability  
Wednesday, September 17, 2025, at 6:00 p.m.

Salem Fire Department: Standards of Cover, Operations and Emergency Medical Services (EMS)  
Monday, October 20, 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-----6:00 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 21-----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

**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.cityofsalem.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.cityofsalem.net/government/city-council-mayor/about-city-council>

ncil/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](mailto: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](mailto: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:

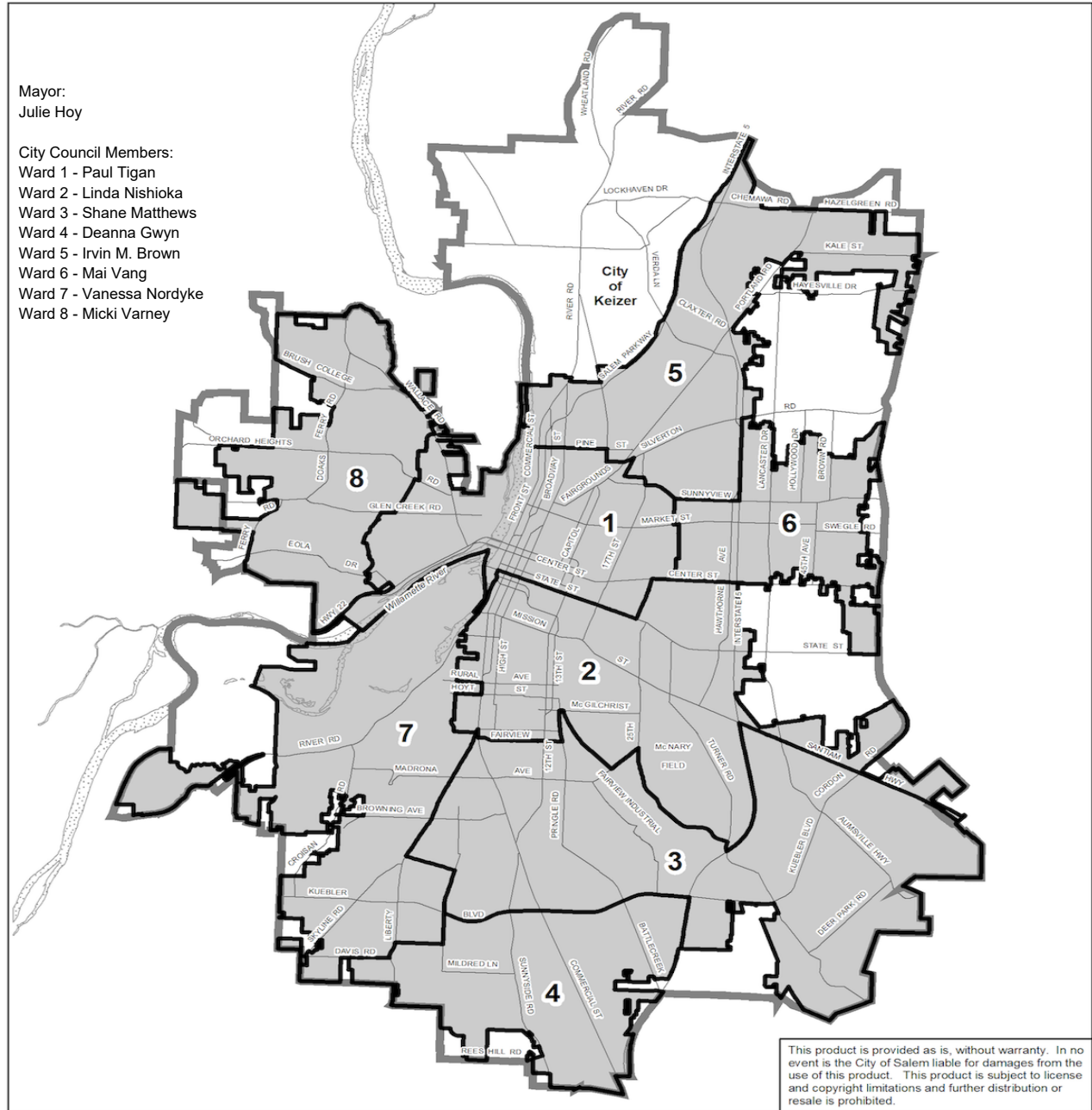
- 1. Staff Presentation – 15 minutes**
- 2. Affected Party – 15 minutes**
- 3. Neighborhood Associations – 5 minutes**
- 4. Other Interested Persons – 3 minutes per person**
- 5. Rebuttal by Affected Party – 7 minutes**

**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](mailto: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 - Mai Vang  
 Ward 7 - Vanessa Nordyke  
 Ward 8 - Micki Varney



**LEGEND**

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



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