

*555 Liberty St SE  
Salem, OR 97301*



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

**Monday, March 10, 2025**

**6:00 PM**

**Council Chambers / Hybrid Meeting**

**City Council**

**EXECUTIVE SESSION**

City Council  
5:30 p.m. - City Manager's Conference Room  
ORS 192.660(2)(h) - Current/Pending Litigation

**1. OPENING EXERCISES: (Includes call to order, roll call, pledge of allegiance, announcements, proclamations, ceremonial presentations, and Council comment)**

**Call to Order**

6:00 p.m.

**Roll Call**

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

**Pledge of Allegiance**

Led by: Councilor Tigan

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

A motion was made by Councilor Nishioka, seconded by Councilor Matthews, to approve the addition of item 6.c., Letter from Airport Advisory Commission regarding the Salem-Willamette Valley Airport Master Plan.

The motion carried 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: Councilor Nishioka, Councilor Nordyke, Mayor Julie Hoy, Councilor Brown, and Councilor Matthews.

**1.3 PROCLAMATIONS**

None.

**1.4 PRESENTATIONS**

None.

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

Comments by:

Matt Smith, 195 Commercial St SE, Holman Hotel, Agenda item 5.b., File No. 25-76

Rob Brunner, Ward 2, Angel Flight West, Agenda item 3.2.a., File No. 25-24

Mai Vang, Ward 6, Agenda Item 5.a., File No. 25-85

Angelina Macnab, Salem resident, Agenda item 5.a., File No. 25-85

Ron Peters, 3040 Earhart St S., Agenda item 6.c., File No. 25-99

Neal White, 581 Fanny Way NE, Agenda item 6.c., File No. 25-99

Brent DeHart, 3300 25th St. SE, Agenda item 6.c., File No. 25-99

Doug Brenizer, Ward 6, Agenda item 6.c., File No. 25-99

Hannah McLaughlin, 4193 Hayesville Dr., Agenda item 6.c., File No. 25-99

J.P. McLaughlin, Ward 5, Agenda Item 6.c., File No. 25-99

Scott Bragg, 4022 Heritage St. SE, Agenda item 6.c., File No. 25-99

Comments by: Councilor Gwyn, Councilor Nishioka, Councilor Tigan, Councilor Brown.

**3. CONSENT CALENDAR: (Includes approval of minutes, adoption of routine resolutions, and items of business requiring Council action)**

A motion was made by Councilor Nishioka, seconded by Councilor Matthews, to approve the consent calendar with the pull of items 3.2a. by Mayor Julie Hoy and 3.3f. 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**

Action: Approved.

**3.1a.** February 18, 2025 Draft City Council Work Session Minutes

**Attachments:** [02-18-25 Draft Council Work Session Minutes.pdf](#)

Action: Approved.

**3.1b.** February 24, 2025 Draft City Council Minutes

**Attachments:** [02-24-25 Draft Council Minutes.pdf](#)

Action: Approved.

### 3.2 RESOLUTIONS

- 3.2a.** Modification, change, and deletion of certain fees related to landing and aircraft parking at the Salem-Willamette Valley Airport (Salem Municipal Airport).

Ward(s): All Wards  
Councilor(s): All Councilors  
Neighborhood(s): All Neighborhoods  
Result Area(s): Good Governance; Strong and Diverse Economy.

**Attachments:** [Resolution No. 2025-3](#)  
[Resolution No. 2025-3, Exhibit A - List of proposed modifications to the FY 2025 Fee Schedule](#)  
[Additional Comment](#)

**Pulled from consent calendar by Mayor Julie Hoy. See item 5.c.**

### 3.3 ACTION ITEMS

- 3.3a.** Intergovernmental Agreement with the State of Oregon allowing the Legislative Assembly to use a portion of State Street adjacent to Oregon for ten years in exchange for two million dollars in compensation.

Ward(s): Ward 1 and Ward 2  
Councilor(s): Councilors Tigan and Nishioka  
Neighborhood(s): CAND0  
Result Area(s): Reliable and Efficient Infrastructure.

**Attachments:** [IGA with OLA Signed.pdf](#)  
[Attachment A State Street.pdf](#)

**Authorized the City Manager to execute the attached Intergovernmental Agreement between the City of Salem and the Office of Legislative Assembly (OLA) for OLA's use of a portion of State Street adjacent to the south side of the Capitol for ten years in exchange for two million dollars (\$2,000,000) in compensation.**

- 3.3b.** Agreement with the Oregon Department of Administrative Services and the Oregon State Fair Council for the Silverton Road NE Improvement Project.

Ward(s): Wards 5 and 6  
Councilor(s): Dr. Irvin Brown and Vacant Councilor Position  
Neighborhood(s): Northgate Neighborhood Association and North Lancaster Neighborhood Association (NOLA)  
Result Area(s): Safe, Reliable and Efficient Infrastructure

**Attachments:** [Attachment 1 - Project Location Map.pdf](#)  
[Attachment 2 - Agreement](#)  
[Attachment 3 - Exhibits to Agreement.pdf](#)

**Authorized the Acting City Manager to execute the Agreement with the Oregon Department of Administrative Services and the Oregon State Fair Council for transfer of real property.**

- 3.3c.** Approval of the Fairview Park Development and Management Plan.

Ward(s): Ward 3  
Councilor(s): Matthews  
Neighborhood(s): Morningside  
Result Area(s): Welcome and Livable Community

**Attachments:** [Fairview Park Plan.pdf](#)  
[Fairview Park Plan Appendices.pdf](#)

**Approved the Fairview Park Development and Management Plan.**

- 3.3d.** Approval of the Fisher Road Park Development Plan.

Ward(s): Ward 5  
Councilor(s): Councilor Brown  
Neighborhood(s): Northgate  
Result Area(s): Welcoming and Livable Community

**Attachments:** [Attachment 1 - Fisher Road Park Development Plan.pdf](#)

**Approved the Fisher Road Park Development Plan.**

**3.3e.** Recommended policy statements and priorities to guide Salem’s Federal and State agenda, and Salem’s response to proposed legislation during the 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 Community; Safe, Reliable and Efficient Infrastructure; Strong and Diverse Economy; Welcoming and Livable Community.

**Attachments:** [Legislative Committee recommended 2025 Federal and State Policy Agenda](#)  
[Legislative Committee recommended bill reviews from February 28, 2025](#)

**Approved policy statements and priorities to guide Salem's Federal and State agenda, and Salem's response to proposed legislation during the 2025 Oregon Legislative Session.**

**3.3f.** Appointments to the Hospital Facility Authority Board and status of Ward 5 Budget Committee candidates

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

**This item was pulled from the consent calendar by Councilor Nishioka. See item 5.d.**

**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.** Motion from Councilor Vanessa Nordyke to appoint Krishna Namburi as interim City Manager, direct staff to prepare an interim city manager employment agreement, and defer any recruitment for a new City Manager until at least September 2025.

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

**A motion was made by Councilor Nordyke, seconded by Councilor Nishioka, to appoint Krishna Namburi as Interim City Manager, direct staff to prepare an interim city manager employment agreement, and defer any recruitment for a new City Manager until at least September 2025.**

**Comments by: Councilors Brown, Gwyn, Tigan, Nishioka, Mayor Julie Hoy, City Attorney Dan Atchison, and Krishna Namburi, Acting City Manager**

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

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

**Nay:** 0

**Abstain:** 0

- 5.b.** Request from the Holman Hotel for a 60-day extension for Transient Occupancy Tax (TOT) and the Salem Tourism Promotion Area (STPA) fee payments and waiver of penalties.

Ward(s): Ward 1

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance; Strong and Diverse Economy.

**Attachments:** [Holman Hotel Letter](#)

**Councilor Nordyke declared an actual conflict of interest due to her employer having received a donation from the Holman hotel and removed herself from Chambers for the discussion and vote on this item.**

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

**A motion was made by Councilor Nishioka, seconded by Councilor Varney, to approve a 60-day extension to pay December and January Transient Occupancy Tax (TOT) and the Salem Tourism Promotion Area (STPA) and waive associated penalties.**

**Questions from Councilors Brown, Tigan, and Nishioka.**

**Please note: The staff report states that the Holman Hotel is located in Ward 1, however it is located at 195 Commercial St. SE in Ward 2.**

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

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

**Nay:** 0

**Abstain:** 1 - Nordyke

5.c.  
(3.2a.)

Modification, change, and deletion of certain fees related to landing and aircraft parking at the Salem-Willamette Valley Airport (Salem Municipal Airport).

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance; Strong and Diverse Economy.

**Attachments:** [Resolution No. 2025-3](#)  
[Resolution No. 2025-3, Exhibit A - List of proposed modifications to the FY 2025 Fee Schedule](#)  
[Additional Comment](#)

**A motion was made by Councilor Nishioka, seconded by Councilor Tigan, to adopt Resolution No. 2025-3 modifying certain fees and charges related to landing and aircraft parking fees at the Salem-Willamette Valley Airport (Salem Municipal Airport).**

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

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

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

**Nay:** 0

**Abstain:** 0

**5.d.  
(3.3f.)**

Appointments to the Hospital Facility Authority Board and status of  
Ward 5 Budget Committee candidates

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

**A motion was made by Councilor Nishioka, seconded by Councilor Tigan, to approve the appointments and reappointments on the Hospital Facility Authority Board and direct staff to schedule interviews for 3 applicants for the next ward 5 member of the City and URA Joint Budget Committee.**

**Hospital Facility Authority Board:  
Reappoint Mike Compton to a term beginning 1/13/2025, expiring 1/13/2029  
Reappoint Steven Hunter to a term beginning 1/13/2025, expiring 1/13/2029  
Appoint Councilor Shane Matthews to a term beginning 1/13/2025, expiring 1/13/2029  
Appoint Councilor Dr. Irwin Brown to a term beginning 1/13/2025, expiring 1/13/2029**

**Budget Committee Ward 5 position  
Bayard Mentrum, Mel Shisler, and a third applicant, will be interviewed in a special Council meeting on Monday, March 24, immediately prior to the regular Council meeting at 6 p.m.**

**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

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

- 6.a. Planning Administrator Decision - A proposal for a building addition, parking lot modification, and change of use to warehousing and distribution and office. - Approved.

Class 3 Site Plan Review / Class 2 Adjustment / Tree Variance Case  
No. SPR-ADJ-TRV25-01 - Craig W Horn - 2065 Madrona Ave

Ward(s): 3  
Councilor(s): Matthews  
Neighborhood(s): Morningside

**Attachments:** [Land Use Decision SPR-ADJ-TRV25-01](#)

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

- 6.b. Planning Administrator Decision - A tentative partition plan to create three parcels - Approved.

Tentative Partition Plan Case No. PAR25-01 - Greg Zartman - 4755  
Gath Rd SE.

Ward(s): 3  
Councilor(s): Matthews  
Neighborhood(s): SEMCA

**Attachments:** [Land Use Decision PAR25-01](#)

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

- 6.c. Letter from Airport Advisory Commission regarding the Salem-Willamette Valley Airport Master Plan

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

**Attachments:** [Letter from the Salem Airport Advisory Commission, dated March 20, 2024.doc](#)  
[Minutes from the January 24, 2024, Salem Airport Advisory Committee Meeting.pdf](#)  
[Public Comment Received.pdf](#)  
[Additional Public Comment](#)  
[Written Testimony rcvd at meeting.pdf](#)

**This Informational 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)**

Comments by:

Christine Young, 1676 Cottage St SE, federal funding cuts

Tim Cowan, 1160 Schurman Rd, American Legion Conference in June

Kathleen Trepa, Ward 7, federal funding cuts

**9. ADJOURNMENT**

7:51 p.m.

Prepared by:

Rachael Gangelhoff, CMC

Deputy City Recorder