

*555 Liberty St SE  
Salem, OR 97301*



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

**Monday, February 24, 2025**

**6:00 PM**

**Council Chambers / Hybrid Meeting**

**City Council**

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>

## **EXECUTIVE SESSION**

### **City Council**

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

**ORS 192.660(2)(e) Real Property Transactions**

## **WORK SESSION**

**None.**

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

#### **Call to Order**

**6:27 p.m.**

#### **Roll Call**

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

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

**A motion was made by Councilor Nishioka to approve the additions to the agenda. The motion was seconded by Councilor Gwyn.**

**The additions pertained to Item 5.b., File 25-78, the ballot title and explanatory statement attachments were replaced with revised attachments.**

**Questions or Comments by: Councilor Nishioka and Dan Atchison, City Attorney.**

**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: Councilors Nishioka and Brown, Krishna Namburi, Acting City Manager, Police Chief Trevor Womack, and Mayor Julie Hoy.**

## **1.3 PROCLAMATIONS**

**1.3a.** Proclamation recognizing Salem Fire Department Engine 15 staff.

Ward(s): All Ward

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Attachments:** [Proclamation -SFD Engine 15.pdf](#)

**Mayor Julie Hoy read this proclamation into the record.**

**The following Salem Fire Department Engine 15 staff accepted the proclamation: Captain Mike Stewart, Engineer Cody Welling, Engineer Zach Salvage, and Engineer Mike Laatsch.**

**Comments by: Fire Chief David Gerboth.**

**1.3b.** Proclamation recognizing Women in Construction Week.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhood

**Attachments:** [Proclamation - Women in Construction Week.pdf](#)

**This proclamation was read prior to Item 1.3a.**

**Mayor Julie Hoy read this proclamation into the record.**

## **1.4 PRESENTATIONS**

**None.**

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

**The following individuals provided comments:**

**Larry Ramsay, 285 16th Street SE, Item 5.b., File 25-78**

**Ryan Erickson-Kulas, Ward 1, Item 5.b., File 25-78**

**Marcia Kelley, Ward 2, Item 5.b., File 25-78**

**David Levy, 330 Marietta Street, Item 5.b., File 25-78**

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Jessie Preis, Ward 1, Item 5.b., File 25-78

Mitchell Daily, Ward 1, Item 5.b., File 25-78

Paige Barton, Chair, Marion County Democratic Party, Ward 2, Item 5.b.,  
File 25-78

The following individual provided comments remotely:  
Megan Harper, Ward 4, Item 5.b., File 25-78

**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 to approve the consent calendar.  
The motion was seconded by Councilor Gwyn.

Comments by: Councilors Nishioka and Nordyke.

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**

**3.1a.** January 30, 2025, Draft Joint Marion County and City Council Work Session Minutes

**Attachments:** [01-30-25 Draft Joint Marion County and City Council Work Session Minutes.pdf](#)

Action: Approved.

**3.1b.** February 10, 2025, Draft City Council Minutes

**Attachments:** [02-10-25 Draft Council Minutes.pdf](#)

Action: Approved.

**3.2 RESOLUTIONS**

None.

**3.3 ACTION ITEMS**

**3.3a.** Request to create a mid-year project for sanitary sewer rehabilitation on Center Street NE between Church Street NE and Capitol Street NE.

Ward(s): Ward 1

Councilor(s): Tigan

Neighborhood(s): Central Area Neighborhood Development Organization (CANDO)

Result Area(s): Safe, Reliable and Efficient Infrastructure

**Attachments:** [Attachment 1 - CENTER ST BRICK SEWER PROJECT LOCATION MAP.pdf](#)

**Authorized the creation of a mid-year sanitary sewer project - "Center Street Brick Sewer Rehabilitation Project" in the FY 2025 Wastewater Non-Assessed Construction Fund 255, funded with Utility Rates.**

**3.3b.**

Request to create a mid-year project for sanitary sewer rehabilitation in the vicinity of Waldo Avenue SE and Wildwind Drive SE

Ward(s): Ward 2

Councilor(s): Nishioka

Neighborhood(s): South Central Association of Neighbors (SCAN)

Result Area(s): Safe, Reliable and Efficient Infrastructure

**Attachments:** [Attachment 1 - WALDO-WILDWIND PROJECT LOCATION MAP.pdf](#)

**Authorized the creation of a mid-year sanitary sewer project - "Waldo Avenue SE/Wildwind Drive SE - Pipe Rehabilitation" in the FY 2025 Wastewater Non-Assessed Construction Fund 255, funded with Utility Rates.**

**4. PUBLIC HEARINGS****4.a.**

Supplemental Budget 2 for unanticipated City expenses related to the Airport Fund.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

**Attachments:** [Resolution No. 2025-5](#)

[Resolution No. 2025-5, Exhibit A](#)

[Resolution No. 2025-5, Exhibit B](#)

**Staff presentation by Kelli Blechschmidt, Management Analyst, Budget Office.**

**Questions or Comments by: Councilor Tigan, Kelli Blechschmidt, Dan Atchison, City Attorney, Councilor Brown, Brian Martin, Public Works Director, and Councilors Varney, Nishioka, and Matthews.**

**Individuals testifying: None.**

**A motion was made by Councilor Nishioka to adopt Resolution No. 2025-5,**

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**Fiscal Year 2025 Supplemental Budget (2), increasing Airport Fund resource and expenditure appropriation authority for the Minimum Revenue Guarantee. The motion was seconded by Councilor Tigan.**

**Comments by: Councilors Nordyke and Tigan.**

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

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

**Nay:** 0

**Abstain:** 0

**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.** Findings and Recommendations of the City Efficiency Committee

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance.

**Attachments:** [City Efficiency Committee Letter](#)

**Opening remarks by Krishna Namburi, Acting City Manager.**

**Presentation by: Brian Moore, Chair, (Salem) City Efficiency Committee, 2929 River Road**

**Questions or Comments by: Councilor Brown, Brian Moore, Fire Chief Gerboth, Councilors Tigan, Nishioka, Nordyke, and Varney, Mayor Julie Hoy, and Krishna Namburi, Acting City Manager.**

**This SOB - Matters of special importance informational item was received and filed.**

**At 7:48 p.m., Mayor Julie Hoy called for a recess; the meeting reconvened at 7:58 p.m.**

**5.b.** Referring a five-year Community Services and Livability local option levy to Salem voters and approval of the explanatory statement.

Ward(s): All Wards

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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:** [Resolution 2025-6 Local Option Levy.doc](#)

[Explanatory Statement 022425.docx](#)

[Ballot Title 022425 dba.docx](#)

[Public Comments received by 5:00 p.m., February 18, 2025.pdf](#)

[Additional Public Comments received by 3:30 p.m., February 24, 2025](#)

[Additional Public Comment received by 5:00 p.m., February 24, 2025](#)

**Opening remarks by Krishna Namburi, Acting City Manager.**

**Overview provided by Josh Eggleston, Chief Financial Officer.**

**Dan Atchison, City Attorney, provided an overview of the Ballot Caption, the Ballot Question, the Ballot Summary, and the Explanatory Statement.**

**Questions or Comments by: Councilor Matthews, City Attorney Atchison, and Councilor Brown.**

**A motion was made by Councilor Nishioka to adopt Resolution No. 2025-6, referring a five-year Community Services and Livability local option levy to Salem voters and approve the explanatory statement, and modify the "question" in section 1 of the resolution to match the question in the draft ballot title provided to council as an addition earlier this evening. The motion was seconded by Councilor Tigan.**

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

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

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

**Nay:** 0

**Abstain:** 0

**5.c.**

Overview of ODOT's Center Street Bridge project to seismically retrofit the Center Street Bridge over the Willamette River.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Safe, Reliable and Efficient Infrastructure

**Attachments:** [Center Street Bridget Seismic Retrofit project Vicinity Map.png](#)

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**Introductory remarks by Brian Martin, Public Works Director and Anna Henson, Oregon Department of Transportation (ODOT), Area Manager.**

**Joint presentation by: Bob Goodrich, Project Manager, DOWL Engineering; and Jared Trowbridge, DOWL Engineering.**

**Questions or Comments by: Councilor Brown, Jared Trowbridge, Mayor Julie Hoy, Anna Henson Councilor Nishioka, Director Martin, and Councilors Tigan, Varney, and Gwyn.**

**This SOB - Presentation was received and filed.**

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

**6.a.** Planning Administrator Decision - Multi-family development of 60 units as Phase II of the Gussie Belle Commons - Approved.

Partition Tentative Plan / Class 3 Site Plan Review Case No. PAR-SPR24-13 - Greenlight - Home First Development LLC (Mark Desbrow, Ben Pray) - 739 23rd St NE.

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

**Attachments:** [Land Use Decision PAR-SPR24-13](#)

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

**6.b.** Planning Administrator Decision - A Tree Variance and a Driveway Approach Permit for a cottage cluster - Approved.

Tree Regulation Variance / Class 2 Driveway Approach Permit Case No. TRV-DAP25-01 - Terence Blackburn, Sean Blackburn - 1000 Block of Schurman Dr S.

Ward(s): 7  
Councilor(s): Nordyke  
Neighborhood(s): SWAN

**Attachments:** [Land Use Decision TRV-DAP25-01](#)

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

**6.c.** Purchases approved administratively from January 1, 2025 through January 31, 2025.

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Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance

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

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

**6.d.**

Quarterly information report on economic development.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Safe and Healthy Community; Safe, Reliable and Efficient Infrastructure; Strong and Diverse Economy; Welcoming and Livable Community.

**Attachments:** [February 10 2025 ED Quarterly Report FINAL REVISED 021325.pdf](#)

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

**6.e.**

Fiscal Year (FY) 2024 Urban Renewal Agency (URA) Annual Financial Report as submitted by the Urban Renewal Agency Board.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance.

**Attachments:** [Independent Auditors Report - FY 2024 Salem Urban Renewal Agency.pdf](#)

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

**6.f.**

Fiscal Year (FY) 2024 Financial Audit of the City of Salem, Oregon.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance.

**Attachments:** [Independent Auditors Report - FY 2024 City of Salem.pdf](#)

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

**6.g.**

Salem Public Works Department Strategic Plan FY2024-25 through FY2028-29

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.

**Attachments:** [Salem Public Works Department Strategic Plan FY2024-25 through FY2028-29.pdf](#)

**Questions or Comments by: Councilor Varney, Director Martin, Mayor Julie Hoy, and Councilor Matthews.**

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

**6.h.**

Updated Salem City Council Committee assignments for 2025.

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:** [2025 City Council Committee Assignments 2.4.25.docx](#)

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

**7. ORDINANCES****7.1 FIRST READING:**

**None.**

**7.2 SECOND READING:**

**7.2a.** Designation of the Criterion Schoolhouse as a Salem Local Historic Resource.

Ward(s): 5

Councilor(s): Brown

Neighborhood(s): None (State Fairgrounds)

Result Area(s): Welcoming and Livable Community

**Attachments:** [Ordinance Bill No.2-25](#)  
[Exhibit A - HLC Recommendation](#)  
[Exhibit B - Vicinity Map](#)

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**Second reading was conducted and Ordinance Bill No. 2-25, designating the Salem Criterion Schoolhouse as a local historic resource, PASSED by the following vote:**

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

**Nay:** 0

**Abstain:** 0

**7.2b.** Annexation of a 1.43-acre territory located at 5725 Skyline Road S and Land Adjacent (ANXC-759).

Ward(s): Ward 7

Councilor(s): Nordyke

Neighborhood(s): Sunnyslope

Result Area(s): Welcoming and Livable Community

**Attachments:** [Vicinity Map](#)

[Draft Ordinance ANXC-759](#)

[Territory Legal Description and Map](#)

**Second reading was conducted and Ordinance Bill No. 3-25, approving annexation, applying City Zoning, and approving withdrawal from the Salem Suburban Rural Fire Protection District, for a territory located at 5725 Skyline Road S and Land Adjacent, to second reading for passage, PASSED by the following vote:**

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

**Nay:** 0

**Abstain:** 0

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

**The following individuals provided comments:**

**Charles Stoneroad, 2260 Shelton Street SE, Shelton Street**

**Questions or Comments by: Mayor Julie Hoy, Director Martin, and Councilor Nishioka.**

**Rachael Atchison, Ward 3, City Manager resignation  
Kathleen Tropa, Ward 7, City Manager resignation**

**9. ADJOURNMENT**

**9:22 p.m.**

**Minutes prepared by Amy Johnson, City Recorder.**