



# CITY OF SALEM

555 Liberty St SE  
Salem, OR 97301

## Meeting Agenda

### City Council

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**Monday, March 24, 2025**

**6:00 PM**

**Council Chambers /  
Hybrid Meeting**

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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 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**

**5:00 p.m. - 5:30 p.m. / City Manager's Conference Room**  
**ORS 192.660(2)(h): Current/Pending Litigation**

### **SPECIAL MEETING**

#### **City Council**

**5:30 p.m. - 6:00 p.m. / Council Chambers**  
**Budget Committee Interviews and Appointment**

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

#### **Call to Order**

#### **Roll Call**

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

**1.2 COUNCIL AND CITY MANAGER COMMENT**

### 1.3 PROCLAMATIONS

- 1.3a. [25-108](#) Proclamation recognizing Women’s History Month.

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

**Recommendation:**

Information Only.

**Attachments:** [Proclamation - Women's History Month.pdf](#)

- 1.3b. [25-109](#) Proclamation recognizing Arbor Month.

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

**Recommendation:**

Information Only.

**Attachments:** [Proclamation - Arbor Month.pdf](#)

### 1.4 PRESENTATIONS

*Add - New report added.*

- 1.4a. [25-102](#) Salem Keizer Safe Route to School Presentation

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: (Includes approval of minutes, adoption of routine resolutions, and items of business requiring Council action)

### 3.1 MINUTES

- 3.1a. [25-105](#) March 10, 2025 Council Meeting Final Action Minutes

**Attachments:** [03-10-2025 Draft Council Final Action Minutes.pdf](#)

*Add - Replaced minutes with corrected version*

- 3.1b.** [25-106](#) March 17, 2025 Joint City Council and Planning Commission Final Action Minutes

**Attachments:** [03-17-2025 Draft Joint Work Session Final Action Minutes.pdf](#)

## 3.2 RESOLUTIONS

## 3.3 ACTION ITEMS

- 3.3a.** [25-103](#) Application for project funding under the Building Resilient Infrastructure and Communities grant program issued by the Federal Emergency Management Agency.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

**Recommendation:**

Authorize the City Manager to apply for funding to design and construct the Geren Island Water Treatment Facility Bridge Replacement project through the BRIC Grant Program and, if successful, authorize the City Manager to enter into an agreement with the Federal Emergency Management Agency to accept these funds.

**Summary:**

The Building Resilient Infrastructure and Communities (BRIC) grant program makes federal funds available to states, U.S. territories, federally recognized Tribal governments, and local governments for hazard mitigation activities. It does so with a recognition of the growing hazards associated with extreme weather events and chronic environmental stressors. One City project has advanced through the pre-application process and is recommended to be considered for this grant funding.

**Attachments:** [Attachment 1 - BRIC FY 24 Notice of Funding Opportunity.pdf](#)

- 3.3b.** [25-111](#) Purchase and Sale Agreement with Scymanky Rentals LLC for acquisition of unimproved real property located at 2445 Market Street NE.

Ward(s): Ward 6

Councilor(s): vacant

Neighborhood(s): NOLA 6

Result Area(s): Strong and Diverse Economy; Welcoming and Livable Community.

**Recommendation:**

Ratify the Purchase and Sale Agreement signed by the Acting City Manager with Scymanky Rentals, LLC.

**Summary:**

The unimproved real property at 2445 Market Street NE (Property) qualifies for low-income housing development using Community Development Block Grant (CDBG) funds from the Department of Housing and Urban Development (HUD). The Urban Development Department intends to acquire the Property to support the construction of affordable housing.

**Attachments:** [Assessor's Map 1](#)  
[Assessor's Map 2](#)  
[2445 Market Street Purchase and Sale Agreement](#)

**3.3c.** [25-116](#) Approval of the interim city manager employment agreement.

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

**Recommendation:**

Approve the interim city manager employment agreement and authorize the City Attorney to execute the agreement on behalf of the City.

**Summary:**

Krishna Namburi was appointed as interim city manager at the March 10, 2025 City Council meeting. The interim city manager employment agreement specifies the terms and conditions of her appointment. The purpose of the agreement is to establish the rights and duties of the interim city manager and the City during the period she has undertaken additional responsibilities in support of the City.

**Attachments:** [3-24-25 Written Testimony 1.pdf](#)

*Add - Written Testimony*

**3.3d.** [25-110](#) Application for a grant from the Oregon Health Authority's Drinking Water Source Protection Fund.

Ward(s): All Wards  
Councilor(s): All Councilors  
Neighborhood(s): All Neighborhoods  
Result Area(s): Natural Environment Stewardship; Safe, Reliable and Efficient Infrastructure.

**Recommendation:**

Authorize the Interim City Manager to apply for and, if awarded, accept a Drinking Water Source Protection Fund Grant in the

amount of \$50,000.

**Summary:**

The City, in partnership with the Partners of the North Santiam, will apply for funding from the Oregon Health Authority's Drinking Water Source Protection Fund. The fund will be used to develop a comprehensive work plan aimed at addressing post-wildfire water quality concerns in the North Santiam watershed. The workplan that will be funded with this grant will leverage information from the North Santiam Watershed Council's ongoing Post-Fire Watershed Resource Assessment and Prioritization Guide project. This project evaluates post-fire conditions and establishes actionable, long-term restoration priorities along with conceptual plans. The total funding requested for this grant is \$50,000. The grant has no matching fund or in-kind contribution requirements.

**3.3e. 25-119**

Recommended positions on specific priority bills for 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 and Healthy Community; Safe, Reliable and Efficient Infrastructure; Strong and Diverse Economy; Welcoming and Livable Community.

**Recommendation:**

Approve positions on specific bills for the 2025 Oregon Legislative Session.

**Summary:**

The 2025 Oregon Legislative Session began on January 21, 2025. On March 10, 2025, the City Council approved policy statements to guide Salem's response to draft legislation. When the subject of proposed legislation is outside the scope of those policy statements, the City Council's Legislative Committee reviews bills that have been identified as critical by City staff and recommends to City Council the position the City should take on the bills.

**Attachments:** Legislative Committee recommended positions on priority bills

*Add - New report added.*

**3.3f. 25-120**

Claim Settlement Authorization in the matter of Castillo v. Bush and City of Salem

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance

**Recommendation:**

Authorize the City Manager to resolve a lawsuit brought by Personal Representative Misty L. Castillo on behalf of the estate of Arcadio Castillo, III in an amount not to exceed \$850,000.00.

**Summary:**

A lawsuit is currently pending regarding a fatal police shooting, Misty L. Castillo, as Personal Representative of the Estate of Arcadio Castillo, III v. Nathan Bush and City of Salem. Through settlement negotiations, the City has agreed to resolve all claims associated with the lawsuit in consideration of a payment of \$850,000.00.

*Add - New report added.*

**4. PUBLIC HEARINGS****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)****6. INFORMATION REPORTS: (Items that require no Council action)****6.a. [25-75](#)**

Notice of proposed administrative rulemaking for updates to the existing Public Works Design Standards related to stormwater (Administrative Rules 109-001 and 109-004) and Public Works Operations & Maintenance of Stormwater Facilities (Administrative Rule 109-011).

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Natural Environment Stewardship; Safe, Reliable and Efficient Infrastructure

**Recommendation:**

Information Only.

**Summary:**

Administrative Rules 109-001, 109-004, and 109-011 are proposed to support recent amendments to *Salem Revised Code* (SRC) Chapter 70 (Utilities) and SRC Chapter 71 (Stormwater) under Ordinance Bill No. 9-24, which were required to comply with the City's 2021 National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System Phase I Individual Permit (Municipal Stormwater Permit) issued by the Oregon

Department of Environmental Quality (DEQ). The changes to existing Administrative Rules include the following:

- (1) Lowering Large Project impervious area thresholds that trigger stormwater management,
- (2) Promoting and prioritizing retention as the preferred method for stormwater treatment where feasible, and
- (3) Addressing the City's strategy incorporating Green Stormwater Infrastructure (GSI) facilities and Low Impact Development (LID).

**Attachments:** [Attachment 1 Summary of Proposed Changes Admin Rules.pdf](#)  
[Attachment 2 SWAG Meeting Summary of Updates.pdf](#)  
[Attachment 3 Public Comments and Responses.pdf](#)  
[Attachment 4 Admin Rule 109-001 AppA.pdf](#)  
[Attachment 5 Admin Rule 109-004.pdf](#)  
[Attachment 6 Admin Rule 109-011.pdf](#)

**6.b.** [25-98](#)

Planning Administrator Decision - A replat to consolidate six lots into two parcels with two adjustments to lot area and depth - Approved.

Replat Tentative Plan / Class 2 Adjustment Case No. REP-ADJ25-02  
 - Barker Surveying - 676 17th St SE.

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

**Recommendation:**

Information Only.

**Attachments:** [Land Use Decision REP-ADJ25-02](#)

**6.c.** [25-104](#)

Planning Administrator Decision - A replat to consolidate two Lots - Approved.

Tentative Replat Plan Case No. REP25-03 - Barker Surveying - 2710 Broadway St NE.

Ward(s): 5  
 Councilor(s): Dr. Brown  
 Neighborhood(s): Highland

**Recommendation:**

Information Only.

**Attachments:** [Land Use Decision REP25-03](#)

**6.d.** [25-114](#)

Hearings Officer Decision - A conditional use for a solid waste

transfer station in the IG zone - Approved

Conditional Use / Class 3 Site Plan Review / Class 2 Adjustment -  
Case No. CU-SPR-ADJ25-01 - Chad Robinson, Bruce E Douglas,  
Sharon T Douglas, Kelly K Douglas, Larry L Duckett, Chris A Smith,  
Eric H Schoenstein, A Lee Sjothun, Cinda M Conroyd - 1450  
McDonald St NE.

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

**Recommendation:**

Information Only.

**Attachments:** [Land Use Decision CU-SPR-ADJ25-01](#)

- 6.e. [25-115](#) Request from Chemeketa Community College to support their \$140 million building and renovation bond.

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

**Recommendation:**

Information Only.

Chemeketa Community College President Jessica Howard has requested that City Council consider extending support for the College's bond measure on the May 20, 2025 ballot. The measure asks voters within the College's district to approve up to \$140 Million in bonds to pay for building and remodeling for the College. As reported by the *Statesman Journal*:

"If the bond is approved, property owners would pay 27 cents per \$1,000 of assessed property value for 21 years - the same rate they are paying for a 2008 bond that is expiring soon.

For a property owner with a home with an assessed property value of \$250,000, that is about \$67.50 per year.

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If the bond passes, Chemeketa plans to:

- Create a new trades center on the Salem campus for people studying construction, to be electricians and HVAC technicians.



- Double its existing space for its paramedic program on its Brooks campus.
- Add a science lab on its Woodburn campus.
- Remodel Building 7 on the Salem campus, including changing unused racquetball courts into classrooms for a physical therapy assistant program, remodel the locker rooms, perform seismic work and replace the heating and add air conditioning.
- Make improvements on nearly all the other buildings the college owns, including adding modern technology, heating and air conditioning and repairing roofs and elevators.”

Next Steps:

Council may choose to support the ballot measure through different means, such as a letter or resolution indicating support, deliberate on the issue before making a decision, or take no action.

## **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. [25-101](#) Unless otherwise noted, all meetings and public hearings will be conducted in Council Chambers, located at City Hall, 555 Liberty Street SE, Room 240, 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:

SALEM HOUSING AUTHORITY PUBLIC HEARINGS:

URBAN RENEWAL AGENCY PUBLIC HEARINGS:

CITY COUNCIL WORK SESSIONS: (Unless otherwise noted, work sessions are held in the Council Chambers, 555 Liberty Street SE.)

City Council - Performance Audit Update  
Monday, April 21, 2025, at 6:00 p.m.

City Council - Federal Programs Consolidated Plan  
Monday, May 19, 2025, at 6:00 p.m.

BUDGET COMMITTEE MEETINGS: (Budget Committee meetings are held in Council Chambers, 555 Liberty Street SE, Room 240)

Budget Committee - City Manager Presents Proposed FY 2026 Budget to the Budget Committee - Result Areas Reviewed: Welcoming and Livable Community, Natural Environment Stewardship  
Wednesday, April 16, 2025, at 6:00 p.m.

Budget Committee Review Meeting - Result Areas Reviewed: Strong and Diverse Economy, Urban Renewal Agency, Safe Reliable and Efficient Infrastructure, and CIP Public Hearing  
Wednesday, April 23, 2025, at 6:00 p.m.

Budget Committee Review Meeting - Results Areas Reviewed: Safe Community, Good Governance  
Wednesday, April 30, 2025, at 6:00 p.m.

Budget Committee Recommends FY 2026 Budget to the City Council /

Urban Renewal Agency  
Wednesday, May 7, 2025, at 6:00 p.m.

2025 NEIGHBORHOOD ASSOCIATION ANNUAL MEETING DATES:

Neighborhood - Annual Meeting Date - Time - Councilor  
SEMCA-----April 8-----6:15 p.m.----Nishioka, Matthews  
Grant-----May 1-----6:15 p.m.----Tigan  
Highland-----May 8-----6:30 p.m.----Brown, Tigan  
ELNA-----June 5-----7:00 p.m.----(Ward 6 Position  
currently vacant)  
Morningside----June 11-----6:30 p.m.----Nishioka, Matthews  
SCAN-----June 12-----6:30 p.m.----Nishioka, Nordyke  
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

**MEETING PROCEDURES**

City Council meets on the second and fourth Mondays of each month at 6:00 p.m. All meetings are in the Council Chambers, Room 240, 555 Liberty St. 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:  
[http://www.cityofsalem.net/Pages/council rules.aspx](http://www.cityofsalem.net/Pages/council%20rules.aspx).

**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. 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. The time light on the podium will flash yellow when you have one minute left, and will turn red when your time has expired.

**HOW TO GET YOUR 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 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/Pages/council rules.aspx](https://www.cityofsalem.net/Pages/council%20rules.aspx).

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 555 Liberty Street SE, Room 220, Salem, OR, or by e mail 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 near the east entrance to the Council Chambers 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 is 3 minutes per person for legislative and administrative hearings. 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

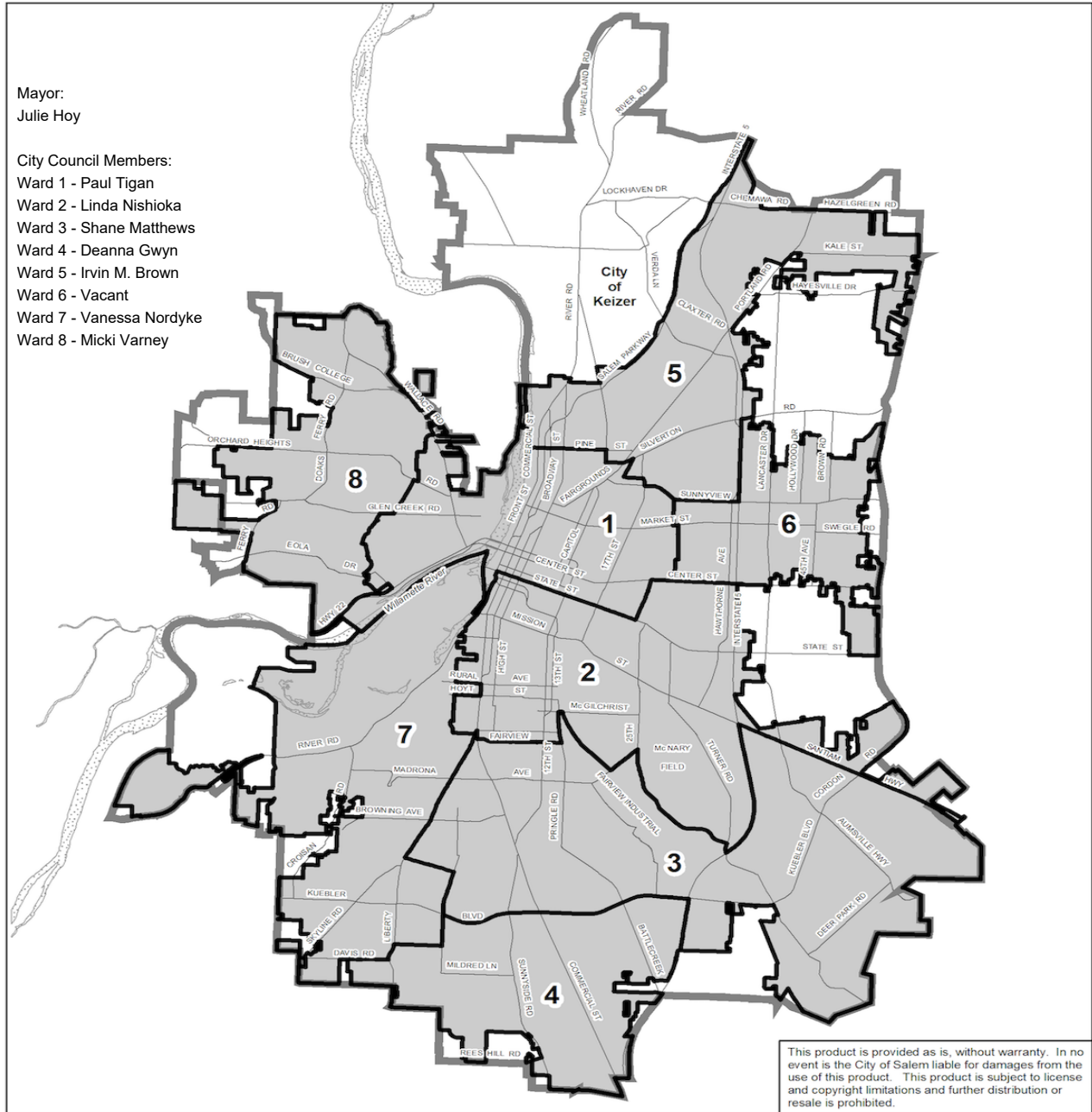
Time limits for quasi judicial land use hearings are governed by Rule 19 of the Council Rules. Parties to land use cases are encouraged to review that rule as time limits vary depending on the nature of the hearing. Further information can be obtained by contacting the Planning Administrator at 503 588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

Timer lights are located on the podiums. A flashing yellow light means you have one minute left; a red light means your time has expired.

### 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



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**LEGEND**

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



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