



CITY OF SALEM

Meeting Agenda

City Council

555 Liberty St SE
Salem, OR 97301

Monday, April 14, 2025

6:00 PM

**Council Chambers /
Hybrid Meeting**

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. 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 & Urban Renewal Agency Board
City Manager's Conference Room, 5:15 p.m. - 6:00 p.m.
ORS 192.660(2)(e) Real Property Transactions
ORS 192.660(2)(H) Current/Pending Litigation**

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

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. [25-128](#) Proclamation recognizing Child Abuse Prevention Month.

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

Recommendation:

Information Only.

Attachments: [Proclamation - Child Abuse Prevention Month.pdf](#)

1.4 PRESENTATIONS

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. [25-94](#) March 24, 2025 Draft City Council Special Meeting Minutes

Attachments: [03-24-25 Draft Council Special Meeting Minutes.pdf](#)

- 3.1b. [25-123](#) March 24, 2025 Council Meeting Final Action Minutes

Attachments: [03-24-25 Draft Council Meeting Minutes.pdf](#)

3.2 RESOLUTIONS

3.3 ACTION ITEMS

- 3.3a. [25-134](#) Claim Settlement

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

Recommendation:

Authorize the City Manager to resolve this matter with a payment not to exceed \$199,804.83 and execution of a release agreement.

Summary:

This matter involves a sewer back-up into a home owned by Elias Villegas. A settlement in the amount of \$199,804.83 has been agreed upon to resolve this claim and a release agreement.

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)

- 5.a. [25-139](#) Motion from Councilor Shane Matthews directing staff to create a real estate portfolio for City owned and leased real property.

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods
Add - Report

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

- 6.a. [25-121](#) Purchases approved administratively from February 1, 2025 through February 28, 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 February. Included in the report are procurement contracts and public contracting activities with a current fiscal year impact and annual contracts.

Attachments: [Purchases approved administratively February 2025](#)

- 6.b. [25-129](#) Planning Administrator Decision - Proposed four-lot division and construction of 18 multi-family buildings and one mixed use building - Approved.

Subdivision Tentative Plan / Urban Growth Preliminary Declaration / Class 3 Site Plan Review / Class 2 Adjustment / Tree Variance / Class 2 Driveway Approach Permit / Tree and Vegetation Removal Permit Case No. SUB-UGA-SPR-ADJ-TRV-DAP-TRP25-01 - Bradley Hankins - 5559 Lone Oak Rd SE.

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

Recommendation:

Information Only.

Attachments: [Land Use Decision SUB-UGA-SPR-ADJ-TRV-DAP-TRP25-01](#)

- 6.c. [25-131](#) Planning Administrator Decision - A 72-unit multiple-family residential development. Approved.

Partition Tentative Plan / Urban Growth Preliminary Declaration / Class 3 Site Plan Review / Class 2 Adjustment / Class 2 Driveway Approach Permit / Class 1 Design Review Case No. PAR-UGA-SPR-ADJ-DAP-DR25-02 - Mike Bliven, Jeff Miller, Davis Evenson - 4455 27th Ave SE.

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

Recommendation:

Information Only.

Attachments: [Land Use Decision PAR-UGA-SPR-ADJ-DAP-DR25-02](#)

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. [25-118](#) 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:

Annexation of a 7.66-acre territory for two properties located at the 2500 Block of Michigan City Lane NW and the 3300 Block of Levi Street NW (Polk County Assessors Map and Tax Lot Numbers: 073W08AB / 3100 and 073W08BA / 502)

Monday, April 28, 2025, at 6:00 p.m.

Draft Housing Production Strategy

Tuesday, May 27, 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 the Council Chambers, 555 Liberty Street SE.)

City Council - Performance Audit Update

Monday, April 21, 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
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.

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

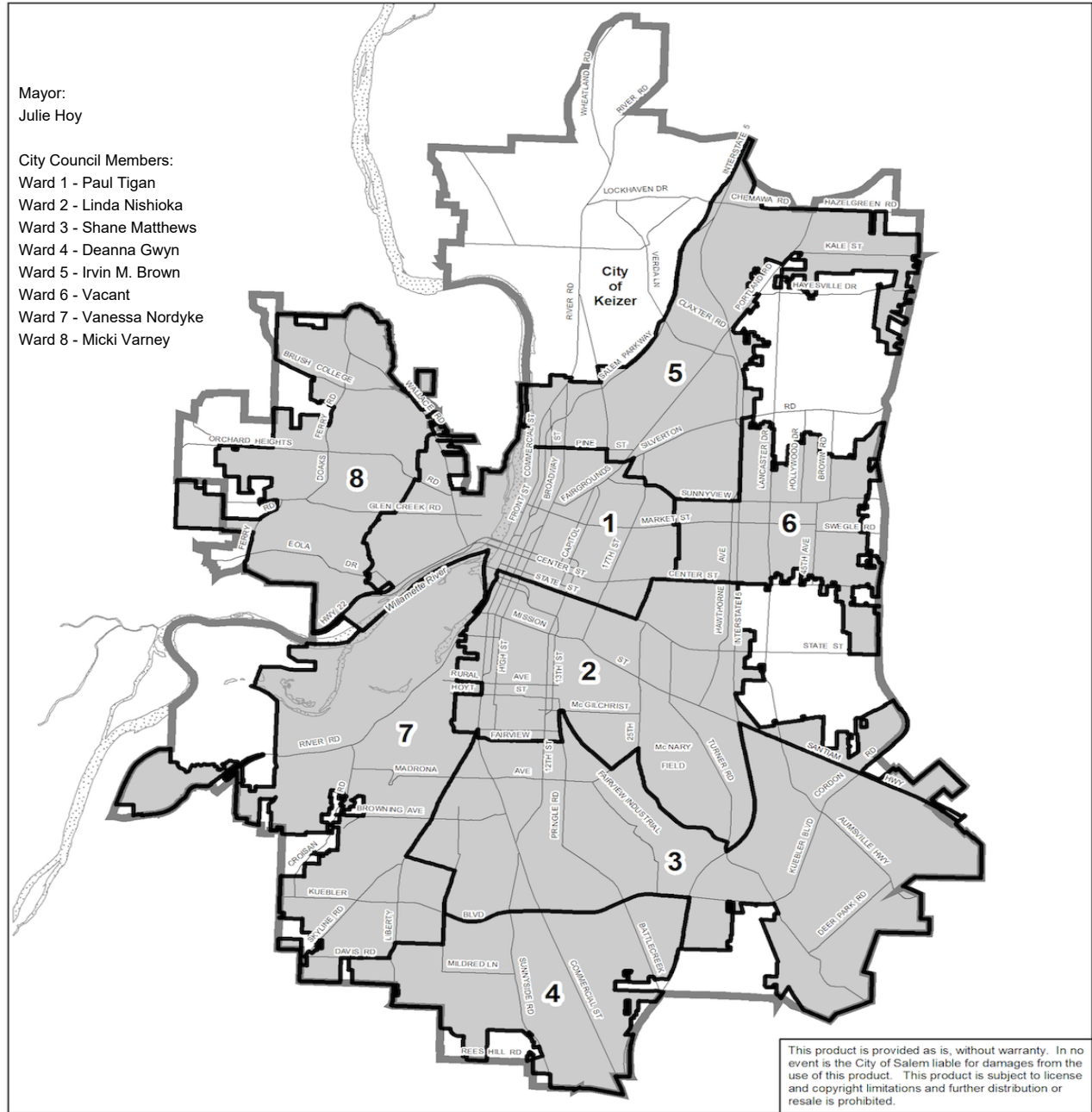
Time limits for quasi judicial land use hearings are governed by Rule 19 of the Council Rules. Parties to land use cases are encouraged to review that rule as time limits vary depending on the nature of the hearing. Further information can be obtained by contacting the Planning Administrator at 503 588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

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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