



CITY OF SALEM

585 Liberty St SE
Salem, OR 97301

Meeting Agenda

City Council

Monday, March 23, 2026

6:00 PM

**Loucks Auditorium /
Salem Public Library**

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. 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

5:00 p.m. - 6:00 p.m. - Salem Public Library, Plaza Room
Labor Negotiations - ORS 192.660(2)(d)

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

1.1 APPROVAL OF ADDITIONS AND DELETIONS TO THE AGENDA

1.2 COUNCIL AND CITY MANAGER COMMENT

1.3 PROCLAMATIONS

1.3a. [26-100](#) Proclamation - 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 2026.pdf](#)

- 1.3b. [26-104](#) Proclamation recognizing the Mayor's Monarch Pledge.

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

Recommendation:

Information Only.

Attachments: [Proclamation - Mayor's Monarch Butterfly Pledge 2026.pdf](#)

- 1.3c. [26-112](#) Proclamation recognizing April as 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

- 1.4a. [26-115](#) Oregon's Tree City of the Year Award

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. [26-113](#) March 9, 2026, Draft City Council Minutes

Attachments: [03-09-26 Draft Council Minutes.pdf](#)

- 3.1b. [26-118](#) March 16, 2026, Draft City Council Work Session Minutes

Attachments: [03-16-26 Draft Council Work Session Minutes.pdf](#)

3.2 RESOLUTIONS

3.3 ACTION ITEMS

- 3.3a. [26-114](#) Federal Aviation Administration Grant Applications for the Salem-Willamette Valley Airport.

Ward(s): Ward 2

Councilor(s): Nishioka

Neighborhood(s): Southeast Mill Creek Neighborhood Association (SEMCA), Southeast Salem Neighborhood Association (SESNA)

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

Recommendation:

Authorize the City Manager to apply for and accept federal grants to support capital improvement projects at the Salem-Willamette Valley Airport.

Summary:

The Salem-Willamette Valley Airport seeks authorization to apply for and accept federal grants to support airport capital improvement projects.

4. PUBLIC HEARINGS

- 4.a. [26-101](#) Exemption from Competitive Bidding Process and Authorization of an Alternative Contracting Method for the Franzen Reservoir Liner and Cover Replacement

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

Recommendation:

Adopt Resolution No. 2026-8 in support of an exemption from the competitive bidding process and use of a CMAR contracting method for the Franzen Reservoir Liner and Cover Replacement Project.

Summary:

The Current City of Salem Budget and Five-Year Capital Improvement Plan (CIP) allocates funding for the Franzen Reservoir Liner and Cover Replacement Project (Project). Staff recommends a Construction Manager At Risk (CMAR) alternative contracting method for this Project. The CMAR approach allows contractor

involvement during the design phase to provide critical input on cost, schedule, material procurement, and constructability elements that will improve the design. The CMAR will be selected competitively via a Request for Proposal (RFP) process.

Attachments: [Resolution 2026-8 Franzen Reservoir Cover.docx](#)

[Exhibit A – Facts and Findings of Franzen Reservoir Cover.docx](#)

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. [26-109](#) Launching Engagement and Outreach for Drug Prevention, Treatment, and Enforcement in Salem

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:

Information only.

Summary:

Substance use remains a significant challenge impacting the health, safety, and livability of the Salem community, and is a high priority for residents. In response, the City has initiated a comprehensive Prevent, Treat, and Enforce strategy to better understand and strengthen the system of services addressing substance use.

Through ongoing engagement with community partners, the City is mapping existing resources, identifying service gaps, and clarifying roles across prevention, treatment, and enforcement efforts. Early findings highlight gaps in enforcement capacity and confirm that treatment services are largely outside the City's core responsibilities, emphasizing the importance of partnerships.

The City has developed an initial assessment and engagement tool to guide this work and is leveraging existing collaborations, including Marion County and regional partners. This effort aims to align resources, enhance coordination, and avoid duplication while identifying opportunities for immediate and long-term action.

Staff will continue engagement efforts and return to Council with findings and recommendations to inform a coordinated strategy and next steps.

Attachments: [Prevent Treat Enforce.pdf](#)

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

- 6.a. [26-102](#) Purchases approved administratively from February 1, 2026 through February 28, 2026.

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 2026](#)

- 6.b. [26-111](#) Salem 2025 Annual Tree Report

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods
Result Area(s): Natural Environment Stewardship; Safe and Healthy Community; Welcoming and Livable Community.

Recommendation:

Information only.

Summary:

The 2025 Annual Tree Report highlights efforts and accomplishments related to the care and protection of our community forest in the 2025 calendar year.

Attachments: [2025 Annual Tree Report.pdf](#)

- 6.c. [26-116](#) Hearings Officer Decision - Conditional Use Permit to allow a short-term rental in an existing single-family dwelling located at 2494 Crestbrook Drive, NW - Approved.

Conditional Use Case No. CU26-01 - Joseph Jordan - 2494
Crestbrook Drive NW

Ward(s): 8
Councilor(s): Varney
Neighborhood(s): West Salem

Recommendation:

Information Only.

Attachments: [Revised Land Use Decision CU26-01](#)

7. ORDINANCES

7.1 FIRST READING:

- 7.1a. [26-106](#) Annexation of an approximate 1.94-acre territory, including a Minor Comprehensive Plan Map Amendment to Multi-Family Residential and Zone Change to RM-I (Multiple Family Residential), for property located at 5524 Skyline Road S.

Ward(s): Ward 7
Councilor(s): Nordyke
Neighborhood(s): Sunnyslope Neighborhood Association
Result Area(s): Welcoming and Livable Community

Recommendation:

Advance Ordinance Bill No. 5-26, approving the annexation of territory located at 5524 Skyline Road S, including a Minor Comprehensive Plan Map Amendment to Multiple Family Residential, Zone Change to RM-I (Multiple Family Residential), and withdrawal of the territory from the Salem Suburban Rural Fire Protection District, to second reading for enactment.

Summary:

Annexation of an approximate 1.94-acre territory, including a Minor Comprehensive Plan Map Amendment to Multi-Family Residential and Zone Change to RM-I (Multiple Family Residential), for property located at 5524 Skyline Road S.

Attachments: [Vicinity Map](#)
[Ordinance Bill No. 5-26](#)
[Exhibit A to Ordinance Bill No. 5-26](#)

7.2 SECOND READING:

- 7.2a. [26-110](#) Proposed amendments and second reading of engrossed Ordinance Bill No. 4-26 amending SRC Chapter 38 - Tourism Promotion Area

(TPA) to include short-term rentals (STRs) and accessory short-term rentals (ASTRs) under the TPA.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Strong and Diverse Economy.

Recommendation:

Engross Ordinance Bill No. 4-26 as indicated in the bill and proceed to second reading of the engrossed ordinance bill.

Summary:

In December 2025, the City Council approved Ordinance Bill No. 4-25 which adjusted the remonstrance ("objection") procedures for those in the Tourism Promotion Area to be proportionate to the number of units an operator offers for rent.

The additional ordinance change before City Council for consideration would include STR and ASTR operators as part of the TPA and those operators would be required to collect and remit the TPA fee.

Staff have amended (engrossed) the ordinance bill to clarify that hosting platforms are subject to the requirements to collect and remit the TPA fee on behalf of operators. Staff recommending that Council adopt a motion to amend the ordinance bill and proceed to second reading.

Attachments: [Engrossed Ordinance Bill No. 4-26](#)

[Public Comment 1](#)

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@cityofsaalem.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. [26-108](#) 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:

Annexation of an approximate 18.91-acre territory and abutting public street right-of-way, with a Minor Comprehensive Plan Map Amendment to Multiple Family Residential and a Zone Change to RM-II (Multiple Family Residential) for a portion of the territory, for property located at 2170 Walker Road NE and 4893 Sunnyview Road NE
Monday, April 13, 2026, at 6:00 p.m.

Exemption from Competitive Bidding and Authorization of an Alternate Contracting Method for a New Fire Station 8
Monday, April 27, 2026, at 6:00 p.m.

SALEM HOUSING AUTHORITY PUBLIC HEARINGS:

Annual Agency Public Housing Authority (PHA) plan and the Capital Fund Plan (CFP)
Monday, May 26, 2026, at 6:00 p.m.

URBAN RENEWAL AGENCY PUBLIC HEARINGS:

North Waterfront URA Update
Monday, May 18, 2026, at 6:00 p.m.

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

Parks System Plan (Proposal for update)
Monday, April 20, 2026, at 6:00 p.m.

BUDGET COMMITTEE MEETINGS: (Unless otherwise noted, Budget Committee will meet in Loucks Auditorium.)

City Manager Presents Proposed FY 2027 Budget to the Budget Committee
 Result Areas Reviewed: Welcoming and Livable Community, Natural Environmental Stewardship
 Wednesday, April 15, 2026, at 6:00 p.m.

Budget Committee Review Meeting
 CIP Public Hearing and,
 Result Areas Reviewed: Strong and Diverse Economy, Urban Renewal Agency, Safe Reliable and Efficient Infrastructure
 Wednesday, April 22, 2026, at 6:00 p.m.

Budget Committee Review Meeting
 State Revenue Public Hearing and,
 Result Areas Reviewed: Safe Community, Good Governance
 Wednesday, April 29, 2026, at 6:00 p.m.

Budget Committee Recommends FY 2027 Budget to the City Council and Urban Renewal Agency
 Wednesday, May 6, 2026, at 6:00 p.m.

Alternate Budget Committee Meeting (if needed)
 Wednesday, May 13, 2026, at 6:00 p.m.

2025 NEIGHBORHOOD ASSOCIATION ANNUAL MEETING DATES:

Neighborhood - Annual Meeting Date - Time - Councilor
SEMCA-----April 14-----10:00 a.m.----Nishioka, Matthews Grant-----May 7-----6:15 p.m.----Tigan
Highland-----May 14-----6:30 p.m.----Brown, Tigan
ELNA-----June 4-----6:30 p.m.----Vang
Morningside----June 10-----6:30 p.m.----Nishioka, Matthews
SCAN-----June 10-----6:30 p.m.----Nishioka, Nordyke
Faye Wright----September 8----6:30 p.m.----Nordyke, Matthews
Northgate-----September 17---6:00 p.m.----Brown
NOLA-----October 1-----6:30 p.m.----Brown
West Salem----October 1-----6:30 p.m.----Tigan, Varney
Sunnyslope----October 15-----7:00 p.m.----Nordyke, Gwyn
NESCA-----October 20-----7:00 p.m.----Nishioka, Tigan
CANDO-----October 20-----6:00 p.m.----Nishioka, Tigan
SESNA-----October 24-----7:00 p.m.----Nishioka
SWAN-----November 3-----6:30 p.m.----Nishioka, Nordyke

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.cityofsaalem.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.cityofsaalem.net/government/city-council-mayor/about-city-council/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 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.

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:

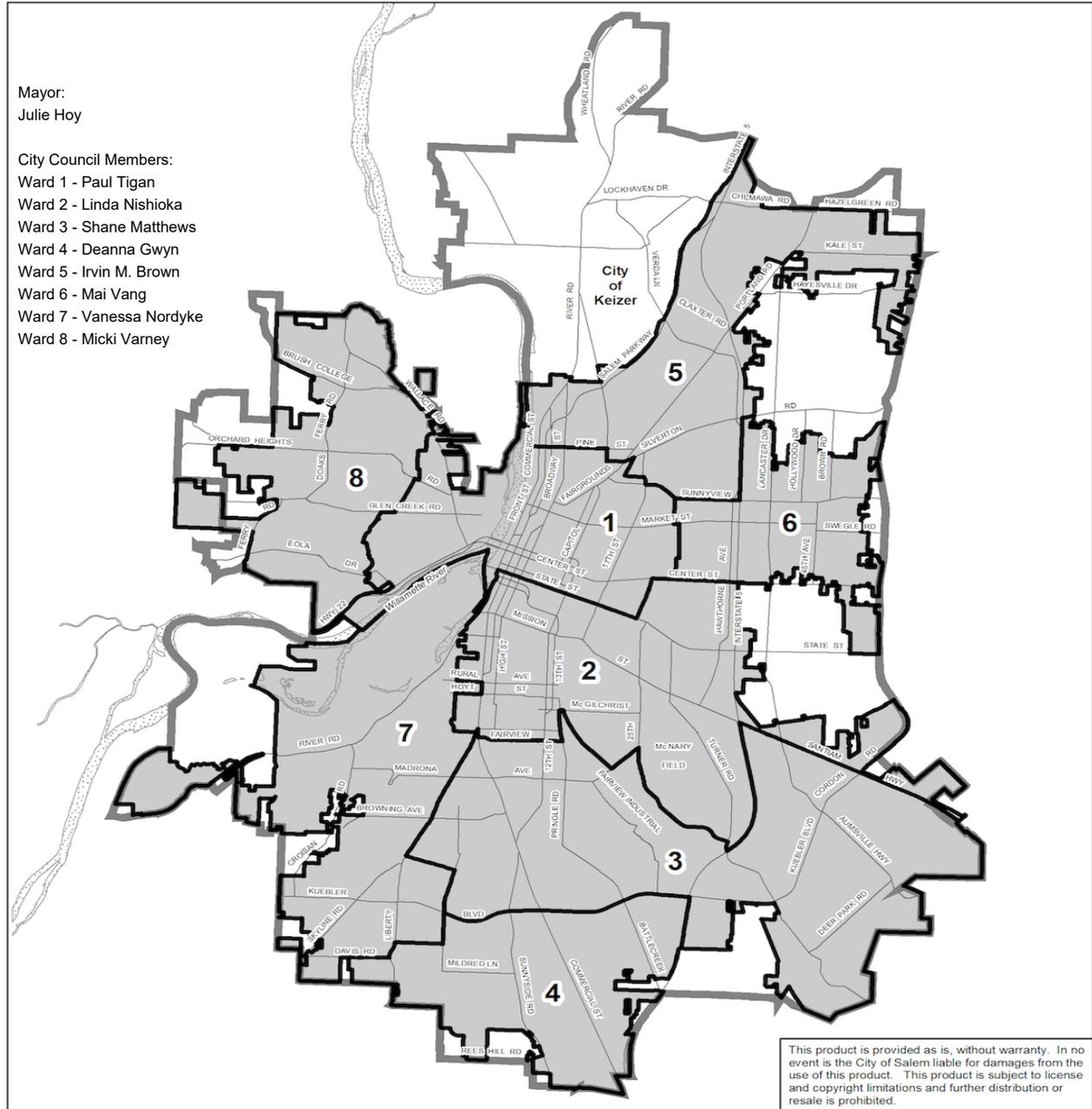
- 1. Staff Presentation – 15 minutes**
- 2. Affected Party – 15 minutes**
- 3. Neighborhood Associations – 5 minutes**
- 4. Other Interested Persons – 3 minutes per person**
- 5. Rebuttal by Affected Party – 7 minutes**

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.

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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