



# **CITY OF SALEM**

## **Meeting Agenda**

### **City Council**

585 Liberty St SE  
Salem, OR 97301

**Monday, January 12, 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](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 3:00 p.m. on the day of the meeting using this link: <https://www.cityofsalem.net/comment-at-council>

#### **EXECUTIVE SESSION**

*None.*

#### **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**

##### **Election of Council President**

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

#### **1.2 COUNCIL AND CITY MANAGER COMMENT**

#### **1.3 PROCLAMATIONS**

## 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. [25-527](#) December 8, 2025, Draft City Council Minutes

**Attachments:** [12-8-25 Draft Council Minutes](#)

#### 3.2 RESOLUTIONS

3.2a. [25-507](#) Resolution Updating Council Policy No. C-9 for the Capital Improvement Program

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.

**Recommendation:**

Adopt Resolution No. 2026-1 to update Council policy No. C-9.

**Summary:**

At their May 7, 2025 meeting, the City of Salem Budget Committee recommended to City Council an update to Council Policy No. C-9 for the Capital Improvement Program (CIP) that would require staff to analyze and report on the City's organizational capacity to fund future maintenance of projects proposed added to the CIP. The attached updated version of Council Policy No. C-9 would implement that recommendation. At their November 17, 2025 meeting, the Finance Committee supported the Budget Committee's recommendation for City Council Adoption.

**Attachments:** [Resolution No. 2026-1](#)

[Resolution No. 2026-1, Exhibit A - Updated Council Policy C-9](#)

[Resolution No. 2026-1, Exhibit B - Updated Council Policy C-9 \(Redline\)](#)

[Public Comment received January 8, 2026](#)

*Add - Written Testimony.*

### 3.3 ACTION ITEMS

#### 3.3a. [25-510](#)

Fairview Park Development Grant Agreement with the Oregon Department of Administrative Services.

Ward(s): Ward 3

Councilor(s): Matthews

Neighborhood(s): Morningside

Result Area(s): Welcoming and Livable Community; Safe, Reliable and Efficient Infrastructure

***Recommendation:***

Authorize the City Manager to enter into Grant Agreement with Oregon Department of Administrative Services to support improvements at Fairview Park.

***Summary:***

Fairview Park is an undeveloped community park in southeast Salem. Following City Council approval of the *Fairview Park Development and Management Plan* on March 10, 2025, the City is preparing to advance Phase 1 development of the park, focused on constructing several preliminary park improvements. These include, subject to availability of capital and operational funding, a dog park, central play area, pedestrian paths, off-street parking, landscape enhancements, utilities, and tree preservation. In the 2025 State of Oregon Legislative Session, Salem was named in the funding bill to receive \$824,780 for interpretive improvements at Fairview. City staff request Council authorization for the City Manager to enter into Grant Agreement with the Oregon Department of Administrative Services related to the use of these state funds to support the construction of an interpretive space and related site improvements as part of the Phase 1 park development project.

***Attachments:***

[Attachment 1 - Grant Agreement 107-2025-5006-31](#)

[Attachment 2 - Fairview Park Conceptual Design Plan](#)

[Attachment 3 - Fairview Park Phasing Plan](#)

#### 3.3b. [25-512](#)

Salem Police Department Domestic Violence Response Team STOP Violence Against Women Act Grant Application

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Safe and Healthy Community

***Recommendation:***

Authorize the City Manager to apply for, and if selected, accept awarded grant funds from the federal STOP Violence Against

Women Act grant program in an amount of \$130,993.00 to help support the DVRT program.

**Summary:**

The STOP Violence Against Women Act's formula grant program funds projects that encourage the development and strengthening of effective law enforcement, prosecution, and judicial strategies to end violent crimes against women, and the development and strengthening of victim services in cases involving crimes against women. The City of Salem uses these federal grant funds to maintain a full-time Domestic Violence Response Team coordinator.

**Attachments:** [2026 Violence Against Women Act Formula Grant Program Continuation Request for A Salem Police Department Domestic Violence Response Team Partner Memorandum of](#)

**3.3c. [25-517](#)**

Governance assessment recommendations for Boards and Commissions

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance

**Recommendation:**

Adopt a guideline limiting the number of boards or commissions an individual may serve on to two.

**Summary:**

This report recommends that a guideline be established to limit the number of boards or commissions an individual may serve on to two. It also includes updates on current and upcoming work to implement the Salem Governance project to improve the effectiveness and efficiency of the City boards and commissions.

**Attachments:** [Council Liaison Framework.docx](#)  
[Application \(revisions highlighted\).pdf](#)

**3.3d. [25-523](#)**

Approve a request from the North Santiam Watershed Council for City Council representation on the Mill Creek-Waller Advisory Committee.

Ward(s): Ward 1 and Ward 2

Councilor(s): Councilor Tigan, Councilor Nishioka

Neighborhood(s): NEN, CANDO, SESNA

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

**Recommendation:**

Appoint Councilor Linda Nishioka (Ward 2) to serve as a member of the Mill Creek-Waller Advisory Committee, appoint Councilor Paul Tigan (Ward 1) to serve as the alternate member, and authorize the

appointment of one Planning Commissioner of the Mill Creek-Waller Advisory Committee.

**Summary:**

The North Santiam Watershed Council (NSWC) has requested one or more representatives of Salem City Council to serve on the Mill Creek-Waller Advisory Committee. The purpose of this committee is to bring together watershed partners, technical experts, community leaders, and local voices whose experience will help guide alternate development, analysis, and design for projects involving fish passage and habitat restoration at Waller Dam and nearby reaches of Mill Creek and the Mill Race. The committee will serve as a collaborative forum to share knowledge and perspectives.

Committee members will serve as volunteers and will:

- Attend quarterly meetings during the study and design phase (2026-2027);
- Review and provide feedback on project materials;
- Represent their community or organization in good faith; and
- Collaborate respectfully with other members and project partners.

The project is part of NSWC's Mill Creek Fish Passage Barriers Improvement Project. This project is funded by the Restoration Center of the National Oceanic and Atmospheric Administration (NOAA).

**Attachments:** [Att 1. North Santiam WC - Formal Invitation for Council Participation.pdf](#)

**3.3e. \*Item Deleted\* Addition of four ambulance medic positions to the Fire Department's EMS Division (File 25-535)-**

## 4. PUBLIC HEARINGS

**4.a. [25-518](#)**

Public hearing to consider a Class 2 vacation in the vicinity of Landaggard Drive NW.

Ward(s): 8

Councilor(s): Varney

Neighborhood(s): West Salem Neighborhood Association

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

**Recommendation:**

Approve the vacation of right-of-way as described in Resolution 2025-32.

**Summary:**

City Council initiated the vacation of redundant right-of-way in the vicinity of Landaggard Drive NW, north of Orchard Heights Road

NW, with adoption of Resolution 2025-32. Vacating this area does not affect the underlying platted right-of-way for Landaggard Drive NW. Vacation of this right-of-way is a condition of a land-use approval for the Titan Hill development located north of Orchard Heights Road NW and west of Doaks Ferry Road NW.

**Attachments:** [Resolution 2025-32](#)

[Northeast Section of Vacation Proposal](#)

## **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. [26-5](#)** Report from the Salem Area Chamber of Commerce on the economic conditions facing Salem small businesses.

**Attachments:** [Public Comments received by 3:30 p.m., January 12, 2026](#)

[Salem Chamber of Commerce Materials received January 12, 2026.pdf](#)

*Added - New Special Orders of Business - Presentation.*

*Add - Written Testimony.*

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

**6.a. [25-513](#)** Purchases approved administratively from November 1, 2025 through November 30, 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 November. Included in the report are procurement contracts and public contracting activities with a current fiscal year impact and annual contracts.

**Attachments:** [Purchases approved administratively Nov 2025](#)

**6.b. [25-521](#)** Hearings Officer Decision - A Zone Change from RM-I (Multiple

Family Residential) to RM-II (Multiple Family Residential) -  
Approved

Zone Change Case No. ZC25-01 - Hayesville Properties, LLC  
(Andrew Fields, James Fields, Caleb Fields); Paul and Michelle  
Duchateau - 5042, 5052, and 5092 Hayesville Drive NE.

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

**Recommendation:**

Information Only.

**Attachments:** [Land Use Decision ZC25-01](#)

**6.c. [25-522](#)** Hearings Officer Decision - Conditional Use Permit to allow a short-term rental in an existing single-family dwelling located at 3130 Eagle Ray Court, NW - Approved.

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

**Recommendation:**

Information Only.

**Attachments:** [Land Use Decision CU25-10](#)

**6.d. [26-2](#)** Motion from Mayor Julie Hoy to direct staff to coordinate with ODOT to formulate a plan to address cleaning and maintenance of ODOT right-of-way within Salem

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

*New Report Added - This is an informational item only. The motion will appear again on the January 26, 2026, council meeting agenda for Council's consideration and action.*

## 7. ORDINANCES

### 7.1 FIRST READING:

### 7.2 SECOND READING:

**7.2a. [25-508](#)** Annexation of an approximately 1.91-acre territory located at 4952 Center St NE.

Ward(s): 6

Councilor(s): Vang  
Neighborhood(s): ELNA  
Result Area(s): Welcoming and Livable Community

**Recommendation:**

Pass Ordinance Bill No. 10-25, approving annexation, applying City zoning, and approving withdrawal from the Marion County Fire District #1, for a territory at 4952 Center St NE to second reading for enactment,

**Summary:**

Annexation of an approximately 1.91-acre territory located at 4952 Center St.

**Attachments:**

[Vicinity Map 4952 Center St NE](#)

[Ordinance Bill No. 10-25](#)

[Legal Description and Map](#)

**7.2b. [25-520](#)**

Annexation of an approximate 48.02-acre territory, including public street right-of-way, located at 3741 Langley Street SE and the 3700 to 3800 Blocks of Langley Street SE and Timbet Drive SE.

Ward(s): Ward 3  
Councilor(s): Matthews  
Neighborhood(s): Southeast Mill Creek Association  
Result Area(s): Welcoming and Livable Community

**Recommendation:**

Pass Ordinance Bill No. 11-25, approving the annexation of territory located at 3741 Langley Street SE and the 3700 to 3800 Blocks of Langley Street SE and Timbet Drive SE, applying IP (Industrial Park) zoning, and withdrawing the territory from the Turner Rural Fire Protection District.

**Summary:**

Annexation of an approximate 48.02-acre territory, including public street right-of-way, located at 3741 Langley Street SE and the 3700 to 3800 Blocks of Langley Street SE and Timbet Drive SE.

**Attachments:**

[Vicinity Map](#)

[Ordinance Bill No. 11-25](#)

[Exhibit A to Ordinance Bill No. 11-25](#)

**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. [25-509](#) 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:****SALEM HOUSING AUTHORITY PUBLIC HEARINGS:****URBAN RENEWAL AGENCY PUBLIC HEARINGS:**

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

Operations Fee Restructuring and Funding Priorities  
Tuesday, February 17, 2026, at 6:00 p.m.

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

Presentation of Five-Year Forecast  
Wednesday, January 14, 2026, at 6:00 p.m.

**2025 NEIGHBORHOOD ASSOCIATION ANNUAL MEETING DATES:**

Neighborhood - Annual Meeting Date - Time - Councilor  
NEN-----January 13----6:30 p.m.----Nishioka, Tigan

**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.cityofsalem.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.cityofsalem.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:**

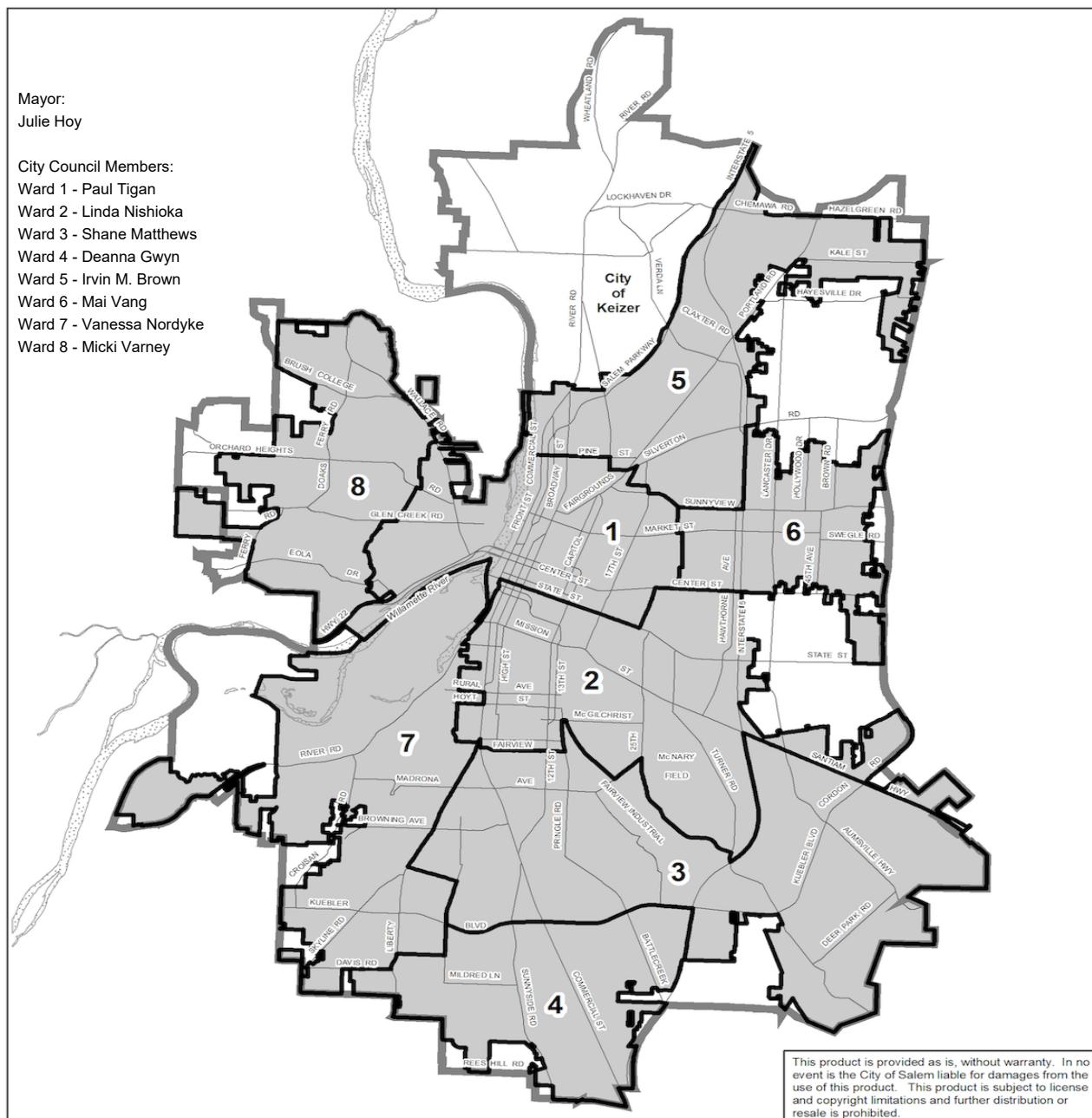
- 1. Staff Presentation – 15 minutes**
- 2. Affected Party – 15 minutes**
- 3. Neighborhood Associations – 5 minutes**
- 4. Other Interested Persons – 3 minutes per person**
- 5. Rebuttal by Affected Party – 7 minutes**

**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](mailto: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

0 0.5 1 Miles



**CITY OF Salem**  
AT YOUR SERVICE  
Community Planning and Development

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