



CITY OF SALEM

Meeting Agenda

City Council

585 Liberty St SE
Salem, OR 97301

Monday, July 14, 2025

6:00 PM

**Virtual Meeting Only - No
In-Person Attendance is
Possible**

This meeting is being conducted virtually, with remote attendance by the governing body. In-person attendance is not possible at this time. Interested persons may 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 the meeting 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. Public comment and testimony may be provided during the meeting via Zoom. Please 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/government/city-council-mayor/about-city-council/comment-and-participate-in-a-city-council-meeting>.

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

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**

3.1 a. [25-248](#) June 23, 2025, Draft City Council Minutes

Attachments: [6-23-25 Draft Council Minutes](#)

3.2 RESOLUTIONS**3.3 ACTION ITEMS**

3.3 a. [25-242](#) Primary Funding Agreement with Circular Action Alliance which allows City of Salem to access funding linked to the implementation of the Oregon Plastic Pollution and Recycling Modernization Act.

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:

Authorize the Interim City Manager to sign and submit the Primary Funding Agreement and any related addenda and amendments with Circular Action Alliance Oregon LLC.

Summary:

Recycling Modernization Act requires local governments to improve recycling services beginning July 1, 2025. To receive funding for eligible recycling service improvements, local governments must submit the Primary Funding Agreement (Attachment 1) to Circular Action Alliance. Up to \$532,701 is available for contamination reduction programming for the City of Salem in FY 2026.

Attachments: [Primary Funding Agreement - Circular Action Alliance Oregon LLC](#)
[Contamination Reduction Reimbursement Funding Addendum](#)

3.3 b. [25-243](#)

Oregon State University PFAS Study Funding Contribution.

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 contribution of \$10,000 from the City's Utility Fund to support a study of PFAS in wastewater treatment biosolids, to be conducted by Oregon State University.

Summary:

This report seeks the City Council's approval for a local contribution of \$10,000 towards a biosolids PFAS study to be conducted by Oregon State University. The study is to be funded through a combination of State funding approved by the Oregon State Legislature (HB 2947), U.S Environmental Protection Agency (EPA) and contributions from other agencies and local governments that make up the Oregon Association of Clean Water Agencies (ACWA), of which the City of Salem is a member. This funding will assist in addressing the potential environmental and health impacts associated with per- and polyfluoroalkyl substances (PFAS) contamination in wastewater treatment biosolids.

3.3 c. [25-246](#)

Intergovernmental agreement with Marion County for the design and construction of additional missing sidewalk improvements on 49th Avenue SE (PW-6627-25).

Ward(s): No Wards

Councilor(s): No Councilors

Neighborhood(s): No Neighborhoods

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

Recommendation:

Authorize the City Manager to execute Intergovernmental Agreement PW-6627-25, between the City of Salem and Marion County, for additional sidewalk improvements along the east side of 49th Avenue SE.

Summary:

Execution of intergovernmental agreement PW-6627-25 will allow the City to design and construct additional missing sidewalk improvements within the jurisdiction of Marion County immediately south of the intersection of State Street and 49th Avenue SE.

Attachments: [Attachment 1 - Exhibit A - Original Proposed and Additional Sidewalk Improvements.p](#)
[Attachment 2 - Intergovernmental Agreement \(PW-6627-25\).pdf](#)

3.3 d. [25-260](#)

Appointments and reappointments to the Budget Committee, Library Advisory Board, and the Travel and Tourism Promotion Advisory Board.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance

Recommendation:

Approve the recommendations for appointments and reappointments of the City's Budget Committee, the Library Advisory Board, and the Cultural and Tourism Promotion Advisory Board.

Summary:

The Council Board and Commission Appointments Committee convened on Wednesday, June 25, 2025, to consider appointments and reappointments to the City's Budget Committee, Library Advisory Board, and Cultural and Tourism Promotion Advisory Board. Note: There was also a recommended appointment to the West Salem Redevelopment Advisory Board that will be presented to the Urban Renewal Agency Board at its next meeting on July 28, 2025.

Attachments: [Russell Allen Application \(4\) \(redacted\).pdf](#)
[Application - Kristi Reed \(redacted\).pdf](#)
[Application - Anton Cobb \(redacted\).pdf](#)
[Application - Melissa O'Shea \(redacted\).pdf](#)
[Application - Moses Keener \(redacted\).pdf](#)
[Application - Kirstie Rudich \(redacted\).pdf](#)

4. PUBLIC HEARINGS

4. a. [25-247](#)

2025-2029 US HUD Consolidated Plan (ConPlan), 2025 Annual Action Plan (AAP) and Analysis of Impediments to Fair Housing (AIFH)

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Welcoming and Livable Community

Recommendation: Advance the 2025-2029 ConPlan, 2025 Annual Action Plan, Prior Year Annual Action Plan amendments and Analysis of Impediments

to Fair Housing for approval at the July 28, 2025 meeting.

Summary: As a condition for receiving Community Development Block Grant (CDBG) and HOME Investment Partnership grants (HOME) from US HUD the City is required to develop a 5 year ConPlan detailing overall needs of the community and goals for meeting them. The ConPlan also contains the Year 1 AAP budget. There are prior years' unspent funds included in the Year 1 AAP. The AIFH is a separate but integral document. This public hearing is to allow for public and Council comment prior to adoption on July 28th.

Attachments: [Draft ConPlan_06.30.2025.pdf](#)
[6.28.25 Salem AI Draft.pdf](#)

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. [25-237](#) Purchases approved administratively from April 1, 2025 through April 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 April. Included in the report are procurement contracts and public contracting activities with a current fiscal year impact and annual contracts.

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

6. b. [25-254](#) Planning Administrator Decision - A three parcel Tentative Partition Plan - Approved.
Tentative Partition Plan / Class 2 Adjustment Case No.

PAR-ADJ-DAP25-09 - Brandie Dalton - 2375 Davis Rd S

Ward(s): 7

Councilor(s): Nordyke

Neighborhood(s): Sunnyslope

Recommendation:

Information Only.

Attachments: [Land Use Decision PAR-ADJ-DAP25-09](#)

6. c. [25-257](#)

Planning Administrator Decision - Proposed Subdivision Tentative Plan to divide approximately 1.59 acres into 22 lots with associated site improvements - Approved.

Subdivision Tentative Plan / Class 2 Adjustment / Class 1

Adjustment / Class 2 Driveway Approach Permit - Stephen Parker and Michael Smith - 5831 Woodside Dr SE.

Ward(s): 4

Councilor(s): Gwyn

Neighborhood(s): SGNA

Recommendation:

Information Only.

Attachments: [Land Use Decision SUB-ADJ-DAP25-03](#)

6. d. [25-258](#)

Planning Administrator Decision - Conditional Use Permit

Modification for a vehicle use area reconfiguration for existing Motor Vehicle Services use - Approved.

Modification of Conditional Use Permit / Class 3 Site Plan Review / Class 2 Adjustment Case No. CU88-10MOD1-SPR-ADJ25-04 - Mark Hanna - 4096 Commercial St SE.

Ward(s): 3

Councilor(s): Matthews

Neighborhood(s): Morningside

Recommendation:

Information Only.

Attachments: [Land Use Decision CU88-10MOD1-SPR-ADJ25-04](#)

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. [25-259](#) 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.)

Downtown Public Safety
Monday, July 21, 2025, at 6:00 p.m.

Economic Development and Renewal
Monday, August 18, 2025, at 6:00 p.m.

BUDGET COMMITTEE MEETINGS:

2025 NEIGHBORHOOD ASSOCIATION ANNUAL MEETING DATES:

Neighborhood	- Annual Meeting Date	- Time	- Councilor
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 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>

ncil/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:

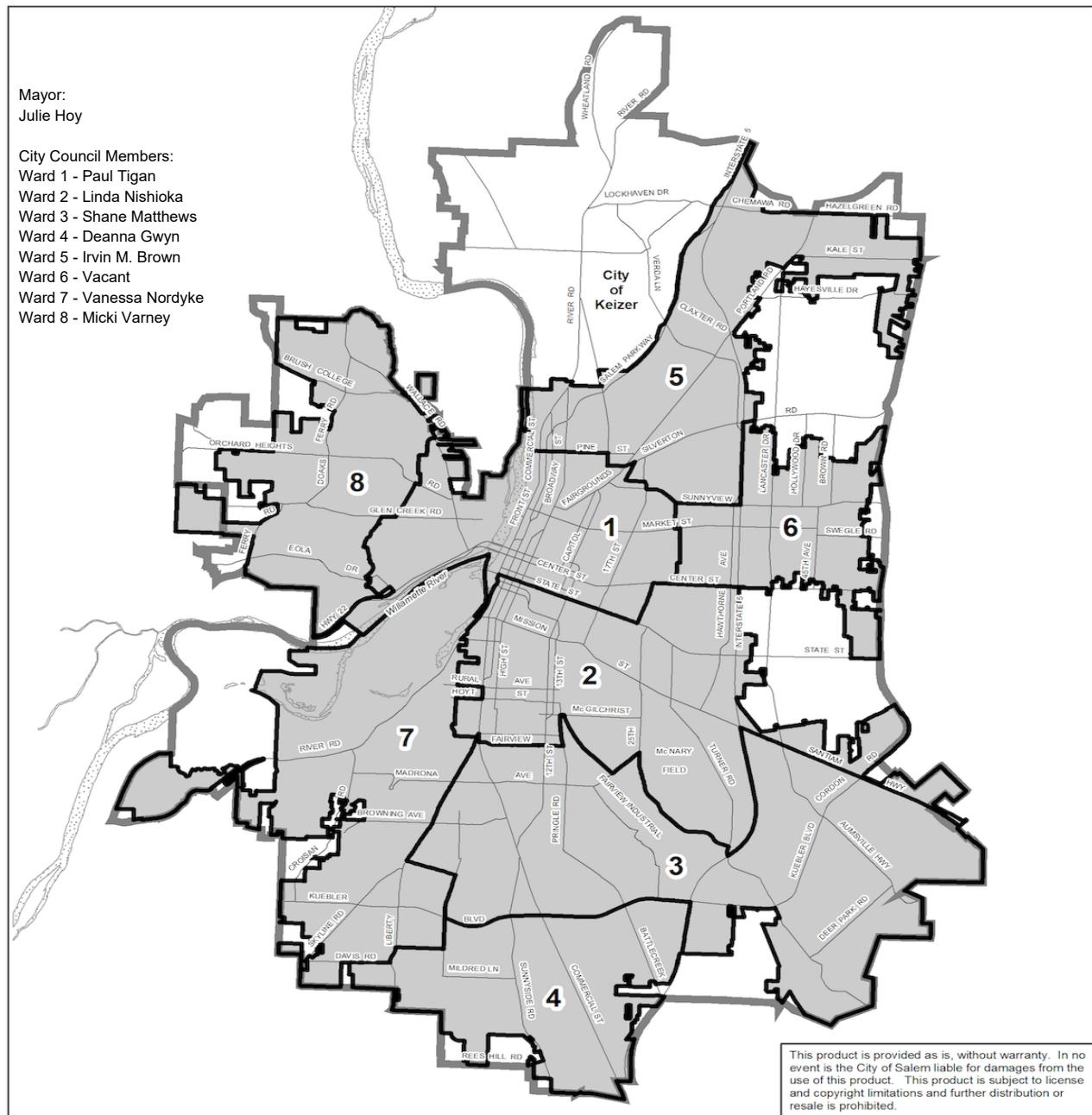
- 1. Staff Presentation – 15 minutes**
- 2. Affected Party – 15 minutes**
- 3. Neighborhood Associations – 5 minutes**
- 4. Other Interested Persons – 3 minutes per person**
- 5. Rebuttal by Affected Party – 7 minutes**

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 - Vacant
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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