

*585 Liberty St SE
Salem, OR 97301*



Final Action Agenda - Minutes - Final

Monday, November 10, 2025

6:00 PM

Loucks Auditorium / Salem Public Library

City Council

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

5:15 p.m. - 6:00 p.m. - Salem Public Library Plaza Room

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

6:01 p.m.

Roll Call

Councilor Vang attended remotely.

Present: 8 - Councilor Nordyke, Councilor Varney, Councilor Nishioka, Councilor Gwyn, Councilor Brown, Councilor Matthews, Councilor Tigan, and Councilor Vang

Absent: 1 - Mayor Hoy

Pledge of Allegiance

Led by Council President Linda Nishioka.

1.1 APPROVAL OF ADDITIONS AND DELETIONS TO THE AGENDA

A motion was made by Councilor Tigan to approve the additions to the agenda. The motion was seconded by Councilor Gwyn.

Comments by Councilor Tigan.

The additions consisted of:

Item 5.b - Corrected resolution and a supplemental report was added.

Item 6.b - Corrected committee assignments.

The motion CARRIED by the following vote:

Aye: 8 - Nordyke, Varney, Nishioka, Gwyn, Brown, Matthews, Tigan, and Vang

Nay: 0

Absent: 1 - Hoy

Abstain: 0

1.2 COUNCIL AND CITY MANAGER COMMENT

Comments by: Councilor Nordyke, Council President Nishioka, and Councilor Varney.

1.3 PROCLAMATIONS

- 1.3a.** [25-434](#) Proclamation recognizing National Runaway & Homeless Youth Prevention Month.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Attachments: [Proclamation - National Runaway & Homeless Youth Prevention Month.pdf](#)

Councilor Nordyke read the proclamation.

Hailey Hulsey, CEO of Punx with Purpose, and Shanta Frisbee, Transitional Programs Director from NW Human Services accepted the proclamation.

Comments by: Shanta Frisbee and Hailey Hulsey.

This Proclamation was read into the record.

- 1.3b. [25-435](#) Proclamation recognizing Ruby Bridges Day.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Attachments: [Proclamation - Ruby Bridges Day.pdf](#)

Council President Nishioka read the proclamation.

Mike Jaffee, Transportation Director for Mid-Willmette Valley Council of Governments; Tania Perfecto, Program Assistant; Jacob Lippert, Program Assistant, Meredith Hegewald, Program Assistant; David Jaimes, Salem-Keizer Public Schools, Director of the Office of Student Equity, Access, and Advancement accepted the proclamation.

Comments by Mike Jaffe and David James.

This Proclamation was read into the record.

- 1.3c. [25-436](#) Proclamation recognizing Veterans Day.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Attachments: [Proclamation - Veterans Day.pdf](#)

Councilor Brown read the proclamation

Brian Carrara, Assistant Chief of Business Operations, Salem Fire Department, and Deputy Police Chief Brandon Ditto accepted the proclamation.

Comments by: Deputy Police Chief Ditto and Assistant Fire Chief Carrara.

This Proclamation was read into the record.

1.4 PRESENTATIONS

1.4a. [25-441](#)

Presentation from Rick Gaupo, President and CEO of the Marion Polk Food Share

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Rick Gaupo, President and CEO, Marion Polk Food Share, provided an overview of Marion Polk Food Share's response to the current SNAP (Supplemental Nutrition Assistance Program) disruption.

Questions or Comments by: Councilor Tigan, Rick Gaupo, Councilors Nordyke and Brown, and Council President Nishioka.

2. PUBLIC COMMENT: (Comment on agenda items other than public hearings and deliberations)

The following individuals provided comments:

David Glennie, 445 Myers St SE, Item 5.d, File 25-412

Mark Wigg, Ward 2, Item 5.f (formerly 3.3a), File 25-417

Evan West, Chair, South Central Association of Neighbors (SCAN), Ward 7, Item 5.d, File 25-412

Alice LaViolette, League of Women Voters, Ward 1, Item 5.c, File 25-395

Mike Weber, Ward 7, Item 5.d, File 25-412

Ken Bierly, Glenn Gibson Watershed Committee, Ward 8, Item 5.f (formerly 3.3a), File 25-417

Item 8, Public Comment, was also heard at this time:

Becky Parks, 4617 Lords Court NE, Homelessness

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

A motion was made by Councilor Tigan to approve the consent calendar with the pull of Item 3.3a by Councilor Varney. The motion was seconded by Councilor Gwyn.

Comments by Councilor Tigan.

The motion CARRIED by the following vote:

Aye: 8 - Nordyke, Varney, Nishioka, Gwyn, Brown, Matthews, Tigan, and Vang

Nay: 0

Absent: 1 - Hoy

Abstain: 0

3.1 MINUTES

3.1a. [25-427](#) October 27, 2025, City Council Draft Minutes

Attachments: [10-27-25 Draft Council Minutes](#)

Action: Approved.

3.2 RESOLUTIONS

3.2a. [25-422](#) Amending Council Policy C-25, Solid Waste Management, adopting recycling contamination goals consistent with statewide goals established by the Oregon Department of Environmental Quality.

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods
Result Area(s): Natural Environment Stewardship.

Attachments: [Resolution 2025-27](#)
[Resolution 2025-27, Exhibit A](#)

Adopted Resolution No. 2025-27, amending City Council Policy C-25 Solid Waste Management to adopt recycling contamination goals consistent with statewide goals established by DEQ.

3.3 ACTION ITEMS

3.3a. [25-417](#) Mid-year project request to improve trail access and create a development and management plan for the Wallace Natural Area.

Ward(s): Ward 1
Councilor(s): Tigan
Neighborhood(s): West Salem
Result Area(s): Natural Environment Stewardship; Welcoming and Livable Community

Attachments: [Attachment 1 - Project Location Map](#)
[Public Comments received by 11:00 a.m., November 10, 2025](#)

Pulled by Councilor Varney - See Item 5.f.

3.3b. [25-431](#)

Collective bargaining agreement between the City of Salem and the Salem Police Employees' Union and Wage Reopener for July 1, 2026.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance.

Approved the compensation as bargained between the City and Salem Police Employees' Union (SPEU), for a period from July 1, 2026, through June 30, 2027.

4. PUBLIC HEARINGS

None.

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.** [25-423](#)

Motion from Councilor Vanessa Nordyke to direct staff to prepare a Council Policy concerning acceptance of donations.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

A motion was made by Councilor Nordyke to direct staff to prepare a Council Policy for Council's consideration concerning the acceptance of donations to the City. The motion was seconded by Councilor Gwyn.

Questions or Comments by: Councilors Nordyke and Tigan, Acting City Manager Dan Atchison, Councilors Brown, Matthews, Varney, Council President Nishioka, and Councilors Gwyn and Vang.

The motion CARRIED by the following vote:

Aye: 8 - Nordyke, Varney, Nishioka, Gwyn, Brown, Matthews, Tigan, and Vang

Nay: 0

Absent: 1 - Hoy

Abstain: 0

5.b. [25-433](#) Authorizing a donation to the Marion Polk Food Share

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Safe and Healthy Community.

Attachments: [Polk SNAP Infographic 10.25](#)
[Marion SNAP Infographic 10.25](#)
[Resolution No. 2025-30 - Corrected](#)
[November 10 2025 MPFS Donation Supplemental Staff Report](#)

Opening remarks by Dan Atchison, Acting City Manager.

A motion was made by Councilor Tigan to authorize a donation to the MPFS in the amount of \$20,000 to support residents impacted by the suspension of SNAP benefits caused by the federal shutdown and adopt Resolution No. 2025-30 to transfer \$20,000 of appropriation within the FY 2026 General Fund budget for the donation. The motion was seconded by Councilor Gwyn.

Questions or Comments by: Councilors Nordyke, Tigan, Brown, Acting City Manager Dan Atchison, Public Works Director Brian Martin, Councilor Matthews, Council President Nishioka, and Councilor Vang.

The motion CARRIED by the following vote:

Aye: 8 - Nordyke, Varney, Nishioka, Gwyn, Brown, Matthews, Tigan, and Vang

Nay: 0

Absent: 1 - Hoy

Abstain: 0

5.c. [25-395](#)

Adjustment to Community Service fees and increase certain youth recreation fee waivers

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance, Welcoming and Livable Community.

Attachments: [Resolution No. 2025-24](#)
[Resolution No. 2025-24, Exhibit A](#)
[Community Services Fee Study](#)
[Historic Fee Data and Cost Recovery Details](#)
[Public Comments received by 3:30 p.m., November 10, 2025](#)

Staff presentation by James Wharton-Hess, Analyst, Budget Office.

Questions or Comments by: Councilor Varney, James Wharton-Hess, Councilors Brown, Tigan, Council President Nishioka, Acting City Manager Dan Atchison, Councilors Matthews, Nordyke, and Brown.

A motion was made by Councilor Tigan to adopt Resolution 2025-24 adjusting certain community service fees and increasing certain youth recreation fee waivers. The motion was seconded by Councilor Gwyn.

Additional comments by Councilor Gwyn.

The motion CARRIED by the following vote:

Aye: 8 - Nordyke, Varney, Nishioka, Gwyn, Brown, Matthews, Tigan, and Vang

Nay: 0

Absent: 1 - Hoy

Abstain: 0

5.d. [25-412](#)

Salem Parks and Recreation Advisory Board Recommendations -
Seasonal No-Mow Management and Related Actions for the Upper
Oak Grove at Bush's Pasture Park.

Ward(s): Ward 2

Councilor(s): Nishioka

Neighborhood(s): CANDO

Result Area(s): Natural Environment Stewardship; Welcoming and
Livable Community

Attachments: [Attachment 1 - CLMP Management Area Map](#)
[Attachment 2 - Letter from the Salem Parks and Recreation Advisory
Board](#)
[Public Comment received from Historic Preservation, Parks and
Gardens Committee](#)
[Public Comments received by 11:00 a.m., November 10, 2025](#)
[Additional Public Comment received by 3:30 p.m., November 10, 2025](#)

**Staff presentation by Rob Romanek, Parks Planning Manager, Community
Services Department.**

**Questions or Comments by: Councilor Brown, Rob Romanek, Councilors
Tigan, Matthews, Gretchen Bennett, Acting in Capacity Community Services
Director, Council President Nishioka.**

**A motion was made by Council President Nishioka to direct staff to continue
implementation of the seasonal no-mow management strategy and related
actions for the Upper Oak Grove at Bush's Pasture Park, as outlined in this
report and described in the attached letter from the Salem Parks and
Recreation Advisory Board. The motion was seconded by Councilor Gwyn.**

**Additional comments by: Council President Nishioka, and Councilors Varney
and Tigan.**

The motion CARRIED by the following vote:

Aye: 8 - Nordyke, Varney, Nishioka, Gwyn, Brown, Matthews, Tigan, and Vang

Nay: 0

Absent: 1 - Hoy

Abstain: 0

5.e. [25-425](#)

Request to create a mid-year project in the budget for Pringle Parkade safety improvements.

Ward(s): 2

Councilor(s): Nishioka

Neighborhood(s): CANDO

Result Area(s): Safe and Healthy Community

Opening remarks by Acting City Manager Dan Atchison.

Questions or Comments by: Councilor Brown, Dana DeKlyen, Assistant Director, Urban Development, Council President Nishioka, Facilities Manager Luke Bergerson, Councilors Gwyn and Matthews, and Dan Atchison.

A motion was made by Councilor Tigan to authorize the creation of a mid-year project in the budget titled "Pringle Parkade Safety Improvements." The motion was seconded by Councilor Gwyn.

Additional comments by: Councilor Gwyn, Luke Bergerson, Councilor Brown, Council President Nishioka, and Acting City Manager Dan Atchison.

The motion CARRIED by the following vote:

Aye: 8 - Nordyke, Varney, Nishioka, Gwyn, Brown, Matthews, Tigan, and Vang

Nay: 0

Absent: 1 - Hoy

Abstain: 0

**5.f. [25-417](#)
(3.3a)**

Mid-year project request to improve trail access and create a development and management plan for the Wallace Natural Area.

Ward(s): Ward 1

Councilor(s): Tigan

Neighborhood(s): West Salem

Result Area(s): Natural Environment Stewardship; Welcoming and Livable Community

Attachments: [Attachment 1 - Project Location Map](#)
[Public Comments received by 11:00 a.m., November 10, 2025](#)

Staff overview by Gretchen Bennett, Acting in Capacity Community Services Director.

Questions or Comments by: Councilor Matthews, Director Bennett, Councilors Tigan, Varney, Parks Planning Manager Rob Romanek, Councilors Brown, Nordyke, and Council President Nishioka.

A motion was made by Councilor Tigan to authorize the creation of a mid-year park improvement project - "Wallace Natural Area Enhancement Project" in the FY 2026 Extra Capacity Parks Fund 260, funded with Parks System Development Charges. The motion was seconded by Council President Nishioka.

Additional comments by: Councilors Tigan, Varney, Brown, Acting City Manager Dan Atchison, and Director Bennett.

The motion CARRIED by the following vote:

Aye: 7 - Nordyke, Varney, Nishioka, Gwyn, Matthews, Tigan, and Vang

Nay: 1 - Brown

Absent: 1 - Hoy

Abstain: 0

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

At 9:23 p.m., Council President Nishioka called for a five-minute recess; the meeting reconvened at 9:29 p.m.

6.a. [25-415](#)

Hearings Officer Decision - To allow a short term rental in an existing single-family dwelling - Approved.

Conditional Use Case No CU25-08 - Molly Edwards - 1120
Morningside St SE

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

Attachments: [Land Use Decision CU25-08](#)

This Informational Report was received and filed.

6.b. [25-421](#)

Updated Salem City Council Committee assignments.

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.

Attachments: [Corrected 2025 City Council Committee Assignments 10.27.2025.pdf](#)

**The following are the 2025 City Council Committee Assignments as of
October 27, 2025:**

**Board & Commission Appointments Committee: Mayor Julie Hoy, Chair,
Councilor Gwyn, Councilor Matthews, Councilor Nordyke, Alternate:
Councilor Nishioka.**

**Mid-Willamette Valley Cable Regulatory Commission: Councilor Brown, Chair,
Councilor Tigan.**

Capitol Planning Commission (CPC): Mayor Julie Hoy.

**Community Business and Education Leaders Collaborative (CBEL): Councilor
Brown.**

**Council of Governments Board (MWVCOG): Mayor Julie Hoy, Alternate:
Councilor Gwyn.**

**Council Rules Committee: Councilor Julie Hoy, Chair, Councilor Gwyn,
Councilor Matthews, Councilor Nordyke, Alternate: Councilor Brown.**

**Finance Committee: Councilor Gwyn, Chair, Mayor Julie Hoy, Councilor
Nordyke, Councilor Tigan, Alternate: Councilor Matthews.**

**Legislative Committee: Mayor Julie Hoy, Chair, Councilor Brown. Councilor
Gwyn, Councilor Nordyke, Alternate: Councilor Nishioka.**

**Manager's Performance Review Committee: Mayor Julie Hoy, Councilor
Brown, Councilor Matthews, Councilor Nordyke.**

Marion County Public Safety Coordinating Council: Mayor Julie Hoy.

**Solid Waste Committee: Councilor Nishioka, Chair, Councilor Brown,
Councilor Gwyn, Councilor Varney.**

**Mid-Willamette Area Commission on Transportation (MWACT): Councilor
Vang, Alternate: Councilor Tigan,**

Travel Salem Board and Executive Committee: Councilor Matthews.

**Salem/Keizer Area Transportation Study Policy Committee (SKATS):
Councilor Vang.**

**SEDCOR: Mayor Julie Hoy (Mayor is only Board member per SEDCOR
bylaws).**

**Water/Wastewater Task Force: Councilor Gwyn, Chair, Councilor Brown,
Councilor Nishioka, Councilor Vang.**

**Mid-Willamette Valley Homeless Alliance: Mayor Julie Hoy, Alternate:
Councilor Matthews.**

Special Committees:

**Climate Action Plan (CAP) Subcommittee: Councilor Varney, Chair, Councilor
Matthews, Councilor Nordyke,
Councilor Tigan, Alternate: Councilor Nishioka.**

**Bond Steering Committee: Mayor Julie Hoy, Chair, Councilor Nishioka,
Councilor Varney, Alternate: Councilor Vang, Bob Cortright, Mike Herron.**

**Levy Oversight Committee: Councilor Tigan, Councilor Brown, Councilor
Vang, Alternate: Council Varney, SPAC: Jean Palmateer, Library: David
Levy, Center 50+: Ariel Loveall, At-Large: Jim Vu.**

**Riparian Committee: Councilor Gwyn, Councilor Varney, Planning Cmr. Heller,
Planning Cmr. Theve, Development community, Local watershed council,
Environmental advocacy group and other community members.**

Council Liaisons:

Airport Advisory Commission: Mayor Julie Hoy.

Downtown Advisory Board: Councilor Tigan.

**Parks & Rec Advisory Board: Councilor Varney, Alternate: Councilor
Nishioka.**

Equity Roundtable: Councilor Nishioka is liaison, Councilor Brown attends.

This Informational Report was received and filed.

6.c. [25-432](#)

City of Salem Fiscal Year 2026 Quarter 1 Financial Report

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.

Attachments: [City of Salem FY 2026 Quarter 1 Financial Report](#)**This Informational Report was received and filed.****7. ORDINANCES****7.1 FIRST READING:****7.1a.** [25-401](#)

First Reading of Ordinance No. 4-25 amending SRC chapter 38 - Salem Tourism Promotion Area (STPA) to include Accessory Short Term Rentals and Short Term Rentals ("short term rentals") in the STPA and to modify the remonstrance procedure to allow operator objections based on their number of available rooms.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance; Strong and Diverse Economy;

Welcoming and Livable Community.

Attachments: [Ordinance Bill No. 4-25 - SRC chapter 38](#)
[Ordinance Bill No. 4-25, Exhibit A - TPA Revisions SRC Chapter 38](#)**First reading was conducted, and a motion was made by Councilor Tigan to advance Ordinance Bill No. 4-25 to second reading after a public hearing.****The motion was seconded by Councilor Matthews.****The motion CARRIED by the following vote:****Aye:** 8 - Nordyke, Varney, Nishioka, Gwyn, Brown, Matthews, Tigan, and Vang**Nay:** 0**Absent:** 1 - Hoy**Abstain:** 0

7.2 SECOND READING:

None.

8. PUBLIC COMMENT: (Other than agenda items)

See Item 2, Public Comment.

9. ADJOURNMENT

9:31 p.m.

Minutes prepared by Amy Johnson, City Recorder.