



CITY OF SALEM

585 Liberty St SE
Salem, OR 97301

Meeting Agenda

City Council

Monday, September 22, 2025 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

**Salem Housing Authority Board of Commissioners
5:30 p.m. - 6:00 p.m. Salem Public Library Plaza Room
ORS 192.660(2)(e) Real Property Transactions**

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

1.3 a. [25-357](#) Proclamation recognizing National Hispanic Heritage Month.

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

Recommendation:

Information Only.

Attachments: [Proclamation - National Hispanic Heritage Month.pdf](#)

- 1.3 b. [25-358](#) Proclamation recognizing Filipino-American History Month.

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

Recommendation:

Information Only.

Attachments: [Proclamation - Filipino-American History Month.pdf](#)

- 1.3 c. [25-359](#) Proclamation recognizing Domestic Violence Awareness Month.

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

Recommendation:

Information Only.

Attachments: [Proclamation - Domestic Violence Awareness Month.pdf](#)

1.4 PRESENTATIONS

- 1.4 a. [25-342](#) The Human Rights Commission presents community belonging survey results.

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

Recommendation:

Information only.

Summary:

Western Oregon University students collaborated with Salem's Human Rights Commission for the annual Community Belonging Survey. This report and accompanying attachments provide key points to City Council.

Attachments: [WOU Student Presentation.pdf](#)
[WOU Final Report.pdf](#)
[Survey Data Compilation Closed Ended Questions.pdf](#)
[Survey Data Compilation Open Ended Questions_Redacted.pdf](#)
[Presentation to City Council meeting.pdf](#)

- 1.4 b. [25-356](#)** Presentation by Beth Schmidt, Program Coordinator for Salem-Keizer Safe Routes to School, highlighting the Safe Routes to School Program.

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

Recommendation:

Information Only.

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. [25-348](#)** September 8, 2025, City Council Draft Minutes

Attachments: [9-8-2025 Draft Council Minutes](#)

- 3.1 b. [25-361](#)** September 15, 2025, Draft City Council Minutes

Attachments: [9-15-2025 Draft Council Minutes](#)

3.2 RESOLUTIONS

- 3.2a. [25-352](#)** Transfer of appropriations within the City's Fiscal Year (FY) 2026 Budget to fund HVAC replacements at Shops Building #24.

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

Recommendation:

Adopt Resolution No. 2025-20 authorizing a transfer of \$42,700 in appropriations within the City's FY 2026 budget and approving a

project for replacement of two HVAC units at Shops Building #24.

Summary:

A transfer of \$42,700 in appropriations from General Fund contingency is needed to fund the replacement of the HVAC units of City Shops Complex Building #24. The unit on the second floor of the building has completely failed and it is an occupied portion of the building for Facilities and Radio staff. Due to required R22 (refrigerant) replacements, the two HVAC units in the building were scheduled to be replaced in FY 2027. With the failure of the upper unit, staff determined it to be more economical to replace both units now.

Attachments: [Resolution No. 2025-20](#)

3.3 ACTION ITEMS

4. PUBLIC HEARINGS

- 4.a. [25-346](#) Program Year 2024 Consolidated Annual Performance and Evaluation Report

Ward(s): Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Welcoming and Livable Community.

Recommendation:

Authorize submission of the draft Program Year 2024 CAPER to US Housing and Urban Development at the end of the public comment period.

Summary:

To be eligible to receive U.S. Housing and Urban Development (HUD) Community Development Block Grants (CDBG) and HOME Investment Partnership grants (HOME), the City must submit a Consolidated Annual Performance and Evaluation Report (CAPER) by the 90th day of the end of the program year. The CAPER describes accomplishments and associated spending during the program year (July 1, 2024-June 30, 2025). The Plan Year 2024 CAPER represents the 5th and final year of the 2020-2024 Consolidated Plan. The City's Citizen Participation Plan requires a public hearing for citizen comment prior to submission.

Attachments: [PY2024 CAPER draft 09.06.2025.pdf](#)
[Public comment J Poole.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)

5. a. [25-320](#) Planning Commission Annual Report.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Welcoming and Livable Community

Recommendation:

Information Only.

Summary:

The Planning Commission's Annual report summarizes work over the past year.

Attachments: [Planning Commission Annual Report](#)

5. b. [25-355](#) Appointing the City of Salem's delegate to the League of Oregon Cities' annual business meeting.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Result Areas - Good Governance; Natural Environment Stewardship; Safe and Healthy Community; Safe, Reliable and Efficient Infrastructure; Strong and Diverse Economy; Welcoming and Livable Community.

Recommendation:

Authorize a City Councilor to serve as the City of Salem's delegate to the League of Oregon Cities' annual business meeting?

Summary:

At the League of Oregon Cities' annual business meeting, city representatives will vote to elect the LOC Board of Directors for 2026. Only one, named delegate will be eligible to vote. The deadline to provide the City of Salem's named delegate is September 24, 2025.

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

6. a. [25-331](#) Purchases approved administratively from August 1, 2025 through August 31, 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 August. Included in the report are procurement contracts and public contracting activities with a current fiscal year impact and annual contracts.

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

6. b. [25-335](#) Planning Administrator Decision - An application for a five-lot subdivision – Approved.

Subdivision Tentative Plan Case No. SUB25-04 – Cameron Li – 182 Linn Haven Dr SE.

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

Recommendation:

Information Only.

Attachments: [Land Use Decision SUB25-04](#)

6. c. [25-351](#) Planning Administrator Decision - A Tree Regulation Variance to remove one Significant tree and encroach into the critical root zone of three Significant trees, for development of a single-family dwelling - Approved.

Tree Regulation Variance Case No. TRV25-04 - David Holmes - 1230 21st St NE.

Ward(s): 1
Councilor(s): Tigan
Neighborhood(s): NEN

Recommendation:

Information Only.

Attachments: [Land Use Decision TRV25-04](#)

6. d. [25-339](#) Update on the pending deep drawdown of Detroit Reservoir in the fall of 2026.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Natural Environment Stewardship; Safe and Healthy Community; Safe, Reliable and Efficient Infrastructure; Strong and Diverse Economy; Welcoming and Livable Community.

Recommendation:

Information only.

Summary:

This report supplements and updates information provided to City Council at its July 28, 2025 meeting at which Council declared an emergency related to the deep drawdown of Detroit Reservoir. The first drawdown is anticipated to occur in the fall of 2026 with drawdowns expected every year thereafter. The drawdowns are expected to increase the levels of turbidity in the North Santiam River which is the source of Salem's drinking water. This staff report summarizes the results of laboratory testing, which indicate that even relatively low levels of turbidity in the North Santiam River will significantly and adversely impact the City's water treatment plant. This report then highlights information provided to the City at a meeting with senior officials of the US Army Corps of Engineers on August 26, 2025. At this meeting, the Corps assured the City that it fully understands the potential consequences of the drawdown and indicated its intention to closely monitor levels of turbidity and to manage the drawdown operation in a way that is protective of the City's water treatment plant. Lastly, this report summarizes work in progress to increase resiliency of the City water system.

6. e. [25-347](#)

Update on the North Santiam Sewer Project and Three Basin Rulemaking by the Oregon Environmental Quality Commission

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

Recommendation:

Information only.

Summary:

Marion County (County), in conjunction with the North Santiam Sewer Authority, is constructing a new wastewater treatment facility that will serve the communities of Mill City and Gates. The City of Salem has been working closely with the County throughout the planning and permitting stages and has been supportive of the County's efforts to modernize the wastewater treatment facilities for the communities while protecting the high-quality water of the

North Santiam River. Among the necessary steps is a modification to the Three Basin Rule (OAR 340-041-0350), which places limits on discharges of pollutants into the North Santiam, McKenzie, and Clackamas basins. The public comment period on the proposed rule containing the necessary modifications closes on September 21, 2025.

Attachments: [Attachment 1 - Salem Comments on Marion County's Three Basin Rule Petition.pdf](#)
[Salem Comments on TBR Rulemaking.docx](#)

6. f. [25-354](#) 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.

Recommendation:

Information only.

Summary:

Transmitting update to City Council Committee assignments.

Attachments: [Updated 2025 City Council Committee Assignments](#)

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. [25-353](#) 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:

Proposed Solid Waste Collection Service Rates
Monday, October 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 Loucks Auditorium.)

Salem Fire Department: Standards of Cover, Operations and
Emergency Medical Services (EMS)
Monday, October 20, 2025, at 6:00 p.m.

Salem Strategic Plan
Monday, November 17, 2025, at 6:00 p.m.

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

Wednesday, October 22, 2025, at 6:00 p.m.

2025 NEIGHBORHOOD ASSOCIATION ANNUAL MEETING DATES:

Neighborhood	- Annual Meeting Date - Time - Councilor
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 21-----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.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:

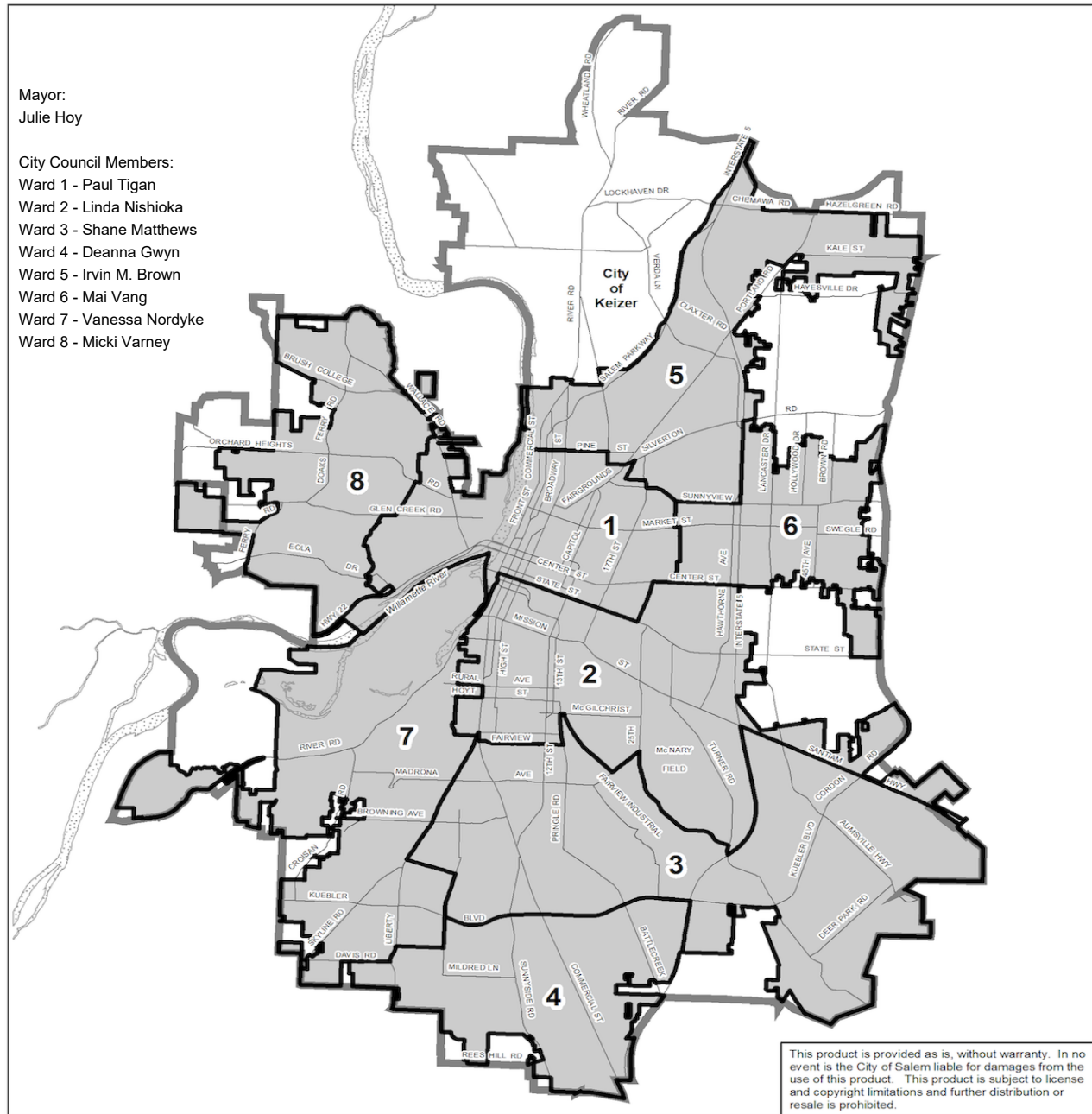
- 1. Staff Presentation – 15 minutes**
- 2. Affected Party – 15 minutes**
- 3. Neighborhood Associations – 5 minutes**
- 4. Other Interested Persons – 3 minutes per person**
- 5. Rebuttal by Affected Party – 7 minutes**

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.

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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