



## City of Salem Salem Parks and Recreation Advisory Board

January 8, 2026  
2:00 – 3:30 p.m.

### Hybrid Meeting

In Person: City Operations Building, 1457 23rd St. SE, Room 146

Via Zoom: <https://us02web.zoom.us/j/82344756342>

Via YouTube: <https://www.youtube.com/@cityofsalempublicmeetings8184>

Si necesita ayuda para comprender esta información, por favor llame 503-588-6336.  
Para asistencia en español, llame al 503-540-2489.

### PARTICIPANTS

#### Board Members

Chris Donaldson; Mauricio Flores; Zachery Hammerle; Rick Hartwig; Alan Holland;  
Sigrid Olsen; Delight Walker; Fraser Wick

#### City Council Liaison

Councilor Micki Varney  
Alternate-Councilor Linda Nishioka

#### Staff

Jennifer Kellar, Parks and Recreation Division Manager; Rob Romanek, Parks  
Planning Manager; Leann Moore, Parks and Recreation Staff Assistant

### AGENDA

1. Call to Order, Welcome New Members
2. Approval of Minutes from December 11, 2025
3. Public Comment - Appearance of persons wishing to address the Board on any matter other than those which appear on this agenda.
4. Board Items/Presentations
  - a. Nominations for 2026 Officers (10 minutes)  
**Recommendation:** Accept nominations for the positions of chair and Vice Chair.
  - b. Election of 2026 Officers (5 minutes)  
**Summary:** As outlined in the Board bylaws, the Board will elect a chair and vice chair during its regular January meeting from among

the members who are willing and eligible to serve.

**Recommendation:** Conduct chair and vice chair elections.

- c. 2026 Work Plan (15 minutes)

**Summary:** The Board will consider their proposed 2026 Work Plan.

**Recommendation:** Adopt the proposed 2026 Work Plan.

- d. 2026 Meeting Schedule (10 minutes)

**Summary:** The Board will establish a meeting schedule for 2026. Traditionally, Board meetings have been held monthly on the second Thursday of each month.

**Recommendation:** Adopt a meeting schedule as determined by the Board. Staff recommends meeting on business days with start times of 1:00 p.m. or earlier to facilitate efficient staff support.

- e. 2025 Report to City Council (10 minutes)

**Summary:** The Board will consider a proposed annual report modeled off the Board-approved reports from 2023 and 2024. Once approved, the 2025 annual report will be forwarded to the Mayor and Councilor at a future Council meeting.

**Recommendation:** Approve the proposed annual report.

- f. Mission Street Park Conservancy 2026 Work Goals – *Julie Battle* (15 minutes)

**Summary:** Each year, the Mission Street Parks Conservancy collaborates with the City to develop annual goals for their work and events in Bush's Pasture Park. The plan includes three sections: maintenance, projects, and events. It details proposed maintenance activities, projects beyond routine upkeep, and events requiring permits. This plan must be approved by the City before any activities or events commence.

**Recommendation:** Endorse and forward the Mission Street Parks Conservancy 2026 Work Goals to the Community Services Department with a recommendation of approval.

5. Council Liaison Updates (10 minutes)
6. Board Member Updates (10 minutes)
7. Information Reports – written

- a. Mission Street Parks Conservancy 2025 Annual Report
8. New Business
9. Adjourn

**Next Meeting: To be determined.**

Interested persons may view the meeting online on [YouTube](#). Please submit written comments on agenda items, or pre-register to provide Public Comment on items not on the agenda, by 5 p.m. or earlier one day prior to the day of the meeting at [salemparks@cityofsalem.net](mailto:salemparks@cityofsalem.net).

Special accommodations are available, upon request, for persons with disabilities or those needing sign language interpretation, or languages other than English. To request accommodations or services, please call 503-588-6336 (TTD/TTY 503-588-6439) at least two business days in advance.

It is the City of Salem's policy to assure that no person shall be discriminated against on the grounds of race, religion, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity, source of income and housing status, as provided by Salem Revised Code 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, Americans with Disabilities Act of 1990, and related statutes and regulations, in all programs and activities.

**Salem Parks and Recreation Advisory Board - Proposed 2026 Work Plan and Meeting Schedule**

PROPOSED WORK PLAN	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	PROPOSED MEETING SCHEDULE		
<b>BOARD DEVELOPMENT</b>													January 8, 2026	2:00-3:30 p.m.	Location: City Ops Building/Zoom
Nominate / Elect Officers	X														
Adopt Meeting Schedule for 2026	X												February 12, 2026	1:00-2:30 p.m.	Location: City Ops Building/Zoom
Develop/Adopt Work Plan for 2027											X	X			
Tour of Parks					X				X				March 12, 2026	1:00-2:30 p.m.	Location: City Ops Building/Zoom
<b>BUDGET AND CAPITAL IMPROVEMENT PLAN</b>															
Capital Improvement Plan Update and Discussion				X					X			X	April 9, 2026	1:00-2:30 p.m.	Location: City Ops Building/Zoom
Proposed City Budget Update and Discussion				X											
<b>COMMUNITY ENGAGEMENT</b>													May 14, 2026	1:00-2:30 p.m.	Location: City Ops Building/Zoom
Review Neighborhood Association Outreach Materials		X	X												
Neighborhood Association Outreach Assignments		X											June 11, 2026	1:00-2:30 p.m.	Location: City Ops Building/Zoom
Neighborhood Association Engagement			X	X	X	X									
Prepare for National Walk to a Park Day Celebration							X	X	X				July 9, 2026	1:00-2:30 p.m.	Location: City Ops Building/Zoom
Participate in National Walk to a Park Day Celebration												X			
<b>SPECIAL ORDERS OF BUSINESS</b>													August 13, 2026	1:00-2:30 p.m.	Location: City Ops Building/Zoom
System Plan Update: Planning Practice Spotlight		X	X	X	X	X	X		X	X	X				
System Plan Update Consultation								< TBD >					September 10, 2026	1:00-2:30 p.m.	Location: City Ops Building/Zoom
Wallace Natural Area Enhancement Project Consultation		X					X					X			
Update on ODOT Center Street Bridge Project							X						October 8, 2026	1:00-2:30 p.m.	Location: City Ops Building/Zoom
Update on 2026 McKay Park Improvements		X													
Update on 2026 Riverfront Park Improvements			X										November 12, 2026	1:00-2:30 p.m.	Location: City Ops Building/Zoom
Review of Stella Street Park Pre-Development Plan				X											
Update on Baily Ridge Park Development Phase 1					X								December 10, 2025	1:00-2:30 p.m.	Location: City Ops Building/Zoom
Review of Brown Road Park Development Phase 1						X									
Review of Fisher Road Park Development Phase 1												X			
Review of Fairview Park Development Phase 1												X			
<b>ON-GOING PROGRAMS &amp; REPORTS</b>															
Softball Overview / Recap												X	<b>Liaison/Committee Assignments</b>		
Annual Recreation Program Overview / Recap												X	City-Owned Tree Committee		Mauricio F., TBD
Annual Event/Park Reservation Update												X	SPIF Application Review Committee		TBD, TBD
Salem Parks Foundation Presentation												X	City Budget Liaisons		Chair and Vice Chair
Mission Street Parks Conservancy	X			X			X				X				
Staff Information Reports	X	X	X	X	X	X	X	X	X	X	X	X			
Salem Park Improvement Fund Project Updates			X				X				X				
Graffiti and Damage in Parks Report	X	X	X	X	X	X	X	X	X	X	X	X			
Citywide Volunteer Recognition Nominations								X							
SPRAB Annual Report Planning	X											X			
Annual Report to City Council		X													
<b>BOARD MEMBERS</b>															
<b>2025 OFFICERS</b>															
Chair (TBD)					Chris Donaldson		Zachery Hammerle		Alan Holland					Delight Walker	
Vice Chair (TBD)					Mauricio Flores		Rick Hartwig		Sigrid Olsen					Fraser Wick	



## Mission Street Parks Conservancy 2026 Work Goals

### MAINTENANCE

- **Dec 2025 – March 2026** - Install new trellis behind Art Barn for clematis; complete installation of replacement sundial; install cobbles in paths between Conservatory and Woodland Garden; winter prune all roses, including public pruning class in January
- **Year round** - Continue weekly volunteer maintenance of indoor plant collection in the Bush Conservatory
- **March thru November** – Continue weekly volunteer gardening work in landscape beds, woodland garden and Tartar Old Rose Garden with focus on edging, mulching, weeding, as needed. Renovation and replanting of island beds south of the Art Barn.
- **March thru November** - Continue to prune trees and shrubs in BPP for public safety and clear new growth around Bush House and Conservatory; maintain and expand the Adopt-A-Rose program in the New Rose Collection.
- **April - May** – Assist with annual flower beds as requested by Park staff, to include the new vegetable displays
- **April thru Sept** – Hold special Saturday work parties in partnership with community, schools, business and charitable organizations
- **April thru June**, after individual plants bloom time – Help Park staff prune spring-flowering shrubs (Camellias, Rhododendrons, Pieris, lilac, Deutzia, forsythia, azalea, etc.)
- **July, August** – Provide input as necessary to City Horticulturalist and Urban Forester on health of trees in the Orchard and northwest corner of BPP, prune boxwood around Bush House
- **September - November** – Install new trees, shrubs, and other plant material, prune trees as appropriate
- **October** – help Park staff prune climbing roses as needed
- **November** – Assist with annual flower beds as requested by Park staff; continue weeding and mulching trees/circles for winter



MISSION STREET PARKS  
CONSERVANCY

## PROJECTS

- Winter project: Prepare inventory and classification of indoor plant collection in the Bush Conservatory
- Continuing rehabilitation of the Tartar Old Rose Collection, including new plants and new plant labels, and propagation of select roses; maintain and develop the Adopt-A-Rose program.
- Participate in discussions and pursue development plans to create a natural play area near the existing Children's playground

## EVENTS

- Late Spring or Early Summer – MSPC Donor garden party
- March thru October – Offer several free garden tours in conjunction with Deepwood Estate, Marion County Soil & Water, and others
- April – Spring plant sale
- September – Fall plant sale (in conjunction with Salem Art Fair)
- Late fall – Annual volunteer appreciation celebration
- January thru December – Monthly educational events

## OTHER

- Continue to fund arborist Brian Finch in maintenance of wisteria and select heritage trees in the orchard portion of the park
- Continue to advocate and support the City of Salem/Parks and Recs in the CLMP program for Oregon White Oaks in BPP
- Advocate for the development of a nature play area
- Participate with city staff in planning for the future of the Rhododendron Hillside
- Work to strengthen the funding and future of Mission Street Parks Conservancy and its stated goals



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CONSERVANCY

TO: Members  
Salem Parks and Recreation Advisory Board

FROM: Mission Street Parks Conservancy

DATE: November 22, 2025

**RE: MSPC Report on Activities for the year of 2025**

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The Mission Street Parks Conservancy is a 501(c)(3) organization dedicated to preserving, maintaining, enhancing, and interpreting Bush’s Pasture Park and other iconic landscapes on and near Mission Street. Below find some of the ways we furthered that mission in 2025.

**Preserve**

One of the main focuses has been cleaning up and redoing the old rose collection. We dug out the roses that had spread and taken over, weeded and reseeded, bought new roses and planted them to replace ones that had died or been lost. We bought 25 yards of bark nuggets (\$900) to put as cover to keep the weeds at bay. We pulled out all the old signs and had new signs made and installed these. Edging all the beds has been a major project, but a necessary one to preserve the look as well as for the health of the roses. A committee was formed to make a decision about what to put on the empty pedestal in the old rose garden and they decided on a reproduction of an old sundial. We have ordered this sundial (\$800) and will get it installed when it arrives.

Another preservation effort was to whitewash the greenhouse. We put on its spring coat of paint early in the quarter and then did a second coat recently to fill in where the rain had washed some off.

In other preservation efforts we hired arborist Brian French to come do trimming on 4 occasions. His first task was to trim the large Willow Oak on the southwest side of the house. This is a lovely old tree and it needed to be trimmed for its health. He also trimmed the old wisteria on the Bush House as well as the heritage fruit trees. \$5050.

We also wrote letters and spoke at commission meetings in support of the city’s mowing policy in the park to preserve the White Oak trees, as these are by far the oldest things in the park and definitely deserve to be preserved and protected.





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**Maintain**

Tuesday gardeners do a lot of maintenance work in the park. Wheelbarrows of weeds have been pulled from the flower beds and the tree circles. Mulch has been spread to help maintain moisture in the dry season and to prevent the return of the weeds. Pruning is another continual task that helps to maintain beauty and health of the trees and shrubs. Shrubs and trees are pruned after they bloom so it is an ongoing task for routine maintenance, and then additional pruning is needed as plants get too close to each other or a structure. Fruiting trees require pruning as well as the water sprouts and suckers need to be continuously removed.

The Adopt a Rose Bed program has been a city program for a good many years, but was not being used, so we have begun to manage the program as well as publicize it. This will allow the much-loved rose beds to be weeded and maintained for maximum health and enjoyment. At this point 36 out of 65 of the rose beds in the Modern Rose collection have been adopted and so are regularly being cared for.

The Greenhouse is a ongoing job of maintenance. These plants must be cared for weekly by a team of the Tuesday Gardeners as they need regular watering and care. During the hot weather this maintenance is necessary several times a week. The main group of the Tuesday Gardeners takes a break from December through February, but the greenhouse crew must continue with their care. The beauty in the greenhouse all year long reflects the quality of the maintenance.





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**Enhance**

The main focus for enhancement has been finishing up the Woodland Garden. We bought basalt rock furniture and had it placed in the garden as well as a large boulder that has a dedication inscription (\$13,000). We completed lining the paths with cobbles (\$6,000) and completed the spring planting in the garden. To finish off the garden we brought in 7 yards of compost and carefully spread it among the new plants, and then brought in a final load of gravel and spread it on the paths, then ran a compactor over the paths to make them firm. We held a party to honor the donors and volunteers that made the garden possible and dedicated the boulder.



We bought a trellis (\$200) for a beautiful clematis vine that is currently trying to grow on the adjacent camellia bushes. This will be installed by the end of the year.

The two island beds just south of the Art Barn needed redoing, so we dug out great amounts of plants that had taken over and thinned a lot more. Lots of pruning and edging was also done and then a heavy coat of mulch was put down for the winter. New plants have been purchased and planted to take the place of the ones that were overgrown or shaded out. The new plants were chosen with the change in climate and water sources in mind. The remainder of the planting will be done in the spring.



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**Interpret**

We started emailing out monthly newsletters with news, events and educational information about the park. This has had the desired effect of getting more people to come to the park and give them information to make their visits more enjoyable. The educational articles have spotlighted different plants and animals each month with in-depth articles. They have also encouraged people to come out and see special things featured each month.

We have also started having a free educational event in the park each month starting in February.

**February:**

We had two workshops.

Rose pruning taught attendees general pruning practices and then specifics on roses with hands on instruction.

The second was on pruning espaliered apple trees. This class had detailed instruction on pruning practices and equipment and then hands-on instruction to prune the apple trees.



**March:**

We took a nature walk through a variety of habitats in Bush park. From the upland open areas, through the native hillside, into the oak groves, then through the conifer forest and finally to the riparian area along Pringle Creek. In each are we looked at the early evidence of bird activity and general emergence of spring.





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**April:** We had two events this month.

The Spring plant sale was a big success, drawing big crowds of interested people who were able to buy a wide variety of plants; native plants, vegetable starts, fruit trees and shrubs, and lots of blooming perennials.

Marion County Soil and Water District came and did a native plant walk for wildflower month. This was a very well attended walk with two very knowledgeable leaders. They also brought free seeds and information.



**May:**

Elaine Sedlack, a renowned rosarian from Eugene came and gave a talk and tour of the old rose collection. She talked about the roses and then lead us around and showed us some special ones and how to tell them apart.

**June:**

Together with Lord and Schryver and Deepwood we had our annual “Walk along Mission Street”. This year our theme was Pollinators. We invited Rich Little, an entomologist from Sweet Home, to come and educate the group on the native bees of Oregon and how we can help keep the population healthy. We then led a walk around the Bush gardens looking at pollinator plants.





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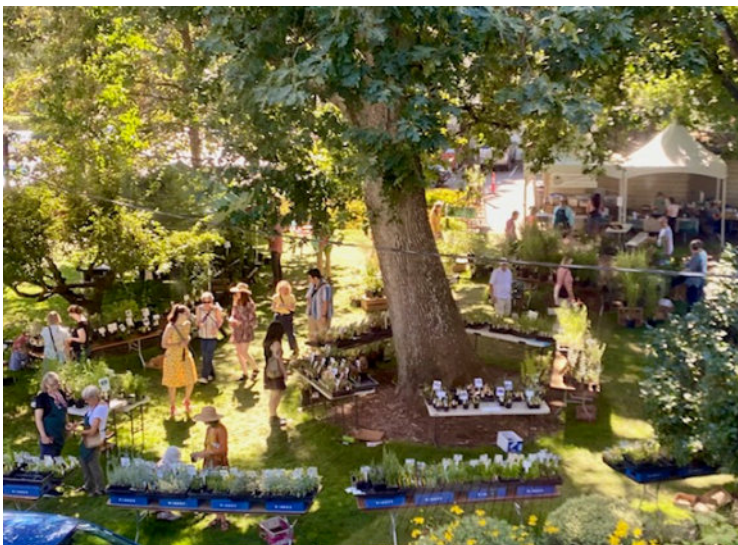


**July:**

We had a hummingbird class. Taught about types of hummingbirds and how to attract them with plants and feeders, and then everyone made a feeder to take home using recycled bottles.

**August:**

We had a bird nesting workshop. We learned about how birds build nests, looked at a variety of nests in a collection, learned how to attract birds to our yards, and then built a wren nesting box to take home.



**September:**

Fall Plant sale. This was a great sale, very well attended and it provided a wide variety of plants for people to put in their yards. It also was a way of attracting people to the park.



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**October:**

We had a broom making class. Teaching people to make brooms out of invasive Scotch broom. We showed several broom making techniques and materials and talked about the history of brooms and their making as well as the history of the Scotch broom. Everyone went home with a unique broom.



**November:**

We had a “Walk Along Pringle Creek” lead by Luke Westphal of Salem’s Storm Water Division and learned about how our streams are monitored and maintained as well as what we could do to help.



**December:**

There will be a Bush House open house and we will have volunteers there to tell people about the orchard and gardens.

**Other Classes**

We are also partnering with the Salem Art Association to do science classes along with their regular summer art classes. Each week of Art camp has one day of science relating to the same theme. These classes are taught by MSPC volunteers.

**Volunteer Hours**

This year we have had well over 4000 volunteer hours planning and maintaining the gardens and Bush’s Pasture Park. We had 54 unique volunteers from 8 to over 80 years old. We averaged 25 volunteers each Tuesday from March through November.

