



CITY OF SALEM

Meeting Agenda

City Council

555 Liberty St SE
Salem, OR 97301

Monday, April 8, 2024

6:00 PM

**Council Chambers /
Hybrid Meeting**

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 Council Chambers 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 4:00 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

1.1 APPROVAL OF ADDITIONS AND DELETIONS TO THE AGENDA

1.2 COUNCIL AND CITY MANAGER COMMENT

1.3 PROCLAMATIONS

1.3a. [24-121](#) Proclamation - National Library Workers Day 2024

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

Recommendation:

Information Only.

Attachments: [Proclamation - NATIONAL LIBRARY WORKERS DAY 2024](#)
[Public Comments received by 5:00 p.m., April 8, 2024](#)

Add - Written Testimony.

1.3b. [24-139](#)

Proclamation - Dark Skies

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

Recommendation:

Information Only.

Attachments: [Proclamation - Dark Skies - FINAL.pdf](#)
[Public Comment received by 5:00 p.m., April 8, 2024](#)

Revised - In the third "whereas" of the proclamation, the word "deleterious" was replaced with "harmful."

Add - Written Testimony.

1.4 PRESENTATIONS

1.4a. [24-130](#)

FEMA Community Rating System Class 3 Plaque Presentation

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

Recommendation:

Information Only.

Summary:

Federal Emergency Management Agency Region 10 Regional Administrator, Willie Nunn, will present the Mayor with a plaque recognizing Salem's achievement of a Class 3 in the Community Rating System program. This award represents Salem's dedication to reduce flood risk in the community and provide discounts on flood insurance premiums for residents, property owners and businesses.

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. [24-103](#) March 25, 2024 Draft City Council Minutes

Attachments: [3-25-24 Draft Council Minutes.pdf](#)

3.2 RESOLUTIONS

3.3 ACTION ITEMS

3.3a. [24-127](#) Claim Settlement Authorization

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance.

Recommendation:

Authorize the City Manager to resolve the matter of Nathaniel Chrowl's workers' compensation claim with a payment of \$175,000.00 and other terms and conditions. Payment will be made from the City's self-insurance claim fund.

Summary:

A Workers' Compensation claim is pending. Through settlement negotiations, the City has tentatively agreed to enter into a Claim Disposition Agreement, Disputed Claim Settlement and employment release.

3.3b. [24-133](#) Claim settlement authorization

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): Good Governance.

Recommendation:

Authorize the City Manager to resolve civil litigation brought by Chelsea Hardy with a payment not to exceed \$325,000, and execute a settlement agreement on terms agreed to by the parties through mediation.

Summary:

The matter of *Chelsea Hardy v. City of Salem, et. al.* is pending before Marion County Circuit Court. The matter involves employment claims made by a former employee of the Willamette Valley Communications Center. Through court supervised mediation that occurred in March 2024, the parties have agreed to resolve all claims associated with the matter for a payment to Ms. Hardy in the amount of \$325,000 and other non-financial terms as agreed by the parties through mediation.

4. PUBLIC HEARINGS

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.** [24-118](#) Purchases approved administratively from February 1, 2024 through February 29, 2024.

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 February. Included in the report are procurement contracts and public contracting activities with a current fiscal year impact and annual contracts.

Attachments: [Purchases approved administratively February 2024.pdf](#)

- 6.b.** [24-122](#) Planning Administrator Decision - A partition application to divide a 15,682 square foot property into two parcels - Approved.

Partition Tentative Plan Case No. PAR24-01 - Ruiz Brothers Construction LLC - 3470 Williams Ave NE.

Ward(s): 5

Councilor(s): Gonzalez
Neighborhood(s): Northgate

Recommendation:

Information Only.

Attachments: [Land Use Decision PAR24-01](#)

6.c. [24-125](#)

Planning Commission Decision - A Comprehensive Plan Map Amendment and Zone Change application for two properties - APPEALED by the applicant - a public hearing will be scheduled to go before City Council.

Minor Comprehensive Plan Map Amendment / Zone Change Case
CPC-ZC24-01 - Britany Randall - 650 15th St SE.

Ward(s): 2
Councilor(s): Nishioka
Neighborhood(s): SESNA

Recommendation:

Information Only.

Attachments: [Land Use Decision CPC-ZC24-01](#)

[Applicant Appeal](#)

Revised - Revised staff report to mention that an appeal hearing on this matter will be scheduled to go before City Council..

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. [24-123](#) Unless otherwise noted, all meetings and public hearings will be conducted in Council Chambers, located at City Hall, 555 Liberty Street SE, Room 240, 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:

Community Development Block Grant and HOME investment partnership programs Consolidated Annual Performance and Evaluation Report (CAPER)
Monday, April 22, 2024 at 6:00 p.m.

Petitioner-Initiated Annexation of an approximately 1.32-acre territory, application of RA (Residential Agriculture) zoning, and withdrawal from the Marion County Fire District #1 and East Salem Sewer and Drainage District for property located at 4785 and 4815 Auburn Road NE (ANXC-757)
Monday, April 22, 2024 at 6:00 p.m.

Appeal of the Planning Administrator's Decision (Case No. UGA-SPR-ADJ-DAP-DR-PLA24-03) approving a proposed development of a new 405-unit multi-family residential development containing 33 residential buildings located at 4650 Hazelgreen Road NE.
Monday, May 13, 2024 at 6:00 p.m.

Appeal of the Planning Commission's Decision (Case No. CPC-ZC24-01) approving a Minor Comprehensive Plan Map Amendment and Quasi-Judicial Zone Change from Multiple-Family to Industrial and RM-II to IG zoning for two properties located at 650 15th Street SE
Tuesday, May 28, 2024 at 6:00 p.m.

FY 2025 Recommended Budget
Monday, June 10, 2024 at 6:00 p.m.

State Revenue Sharing
Monday, June 10, 2024 at 6:00 p.m.

SALEM HOUSING AUTHORITY PUBLIC HEARINGS:**URBAN RENEWAL AGENCY PUBLIC HEARINGS:**

FY 2025 Recommended Budget
Monday, June 10, 2024 at 6:00 p.m.

CITY COUNCIL WORK SESSIONS: (Unless otherwise noted, work sessions are held in the Council Chambers, 555 Liberty Street SE.

Options for Allocation of Opioid Settlement Funds
Monday, April 15, 2024 at 6:00 p.m.

Salem Governance Assessment Update
Monday, May 20, 2024 at 6:00 p.m.

Joint City Council and Salem Planning Commission - Housing
Production Strategies
Monday, June 17, 2024 at 6:00 p.m.

Presentation of the 2024 Revenue Task Force Recommendations
Monday, July 15, 2024 at 6:00 p.m.

BUDGET COMMITTEE MEETINGS: (Budget Committee meetings are held in Council Chambers, 555 Liberty Street SE, Room 240)

City Manager Presents Proposed FY 2025 Budget to the Budget
Committee - Result Areas Reviewed: Welcoming and Livable
Community, Natural Environment Stewardship
Wednesday, April 17, 2024 at 6:00 p.m.

Budget Committee Review Meeting - Result Areas Reviewed: Strong
and Diverse Economy, Urban Renewal Agency, Safe Reliable and
Efficient Infrastructure, CIP Public Hearing
Wednesday, April 24, 2024 at 6:00 p.m.

Budget Committee Review Meeting - Results Areas Reviewed: Safe
Community, Good Governance
Wednesday, May 1, 2024 at 6:00 p.m.

Budget Committee Recommends FY 2025 Budget to the City Council
and Urban Renewal Agency
Wednesday, May 8, 2024 at 6:00 p.m.

2024 NEIGHBORHOOD ASSOCIATION ANNUAL MEETING DATES:

Neighborhood - Annual Meeting Date - Time - Councilor
SEMCA-----April 9-----10:00 a.m.-----Nishioka, Phillips
Grant-----May 2-----6:15 p.m.-----Stapleton
Highland-----May 9-----6:30 p.m.-----Gonzalez, Stapleton

ELNA-----June 6-----7:00 p.m.----Hoy
Morningside-----June 12-----6:30 p.m.----Nishioka, Phillips
SCAN-----June 12-----6:30 p.m.----Nishioka, Nordyke
Faye Wright-----September 10----6:30 p.m.----Nordyke, Phillips
Northgate-----September 19---6:00 p.m.----Gonzalez
NOLA-----October 2-----6:30 p.m.----Hoy, Gonzalez
West Salem-----October 3-----6:30 p.m.----Stapleton, Varney
NESCA -----October 15-----7:00 p.m.----Hoy, Nishioka,
Stapleton
CANDO-----October 15-----6:00 p.m.----Nishioka, Stapleton
Sunnyslope-----October 17-----7:00 p.m.----Nordyke, Gwyn
SWAN-----November 5-----6:30 p.m.----Nishioka, Nordyke
NEN-----November 12----- 6:30 p.m.----Nishioka, Stapleton
SESNA -----November 26-----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 the Council Chambers, Room 240, 555 Liberty St. 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:
[http://www.cityofsalem.net/Pages/council rules.aspx](http://www.cityofsalem.net/Pages/council%20rules.aspx).

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. 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. The time light on the podium will flash yellow when you have one minute left, and will turn red when your time has expired.

HOW TO GET YOUR 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 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/Pages/council rules.aspx](https://www.cityofsalem.net/Pages/council%20rules.aspx).

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 555 Liberty Street SE, Room 220, Salem, OR, or by e mail 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 near the east entrance to the Council Chambers 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 is 3 minutes per person for legislative and administrative hearings. 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

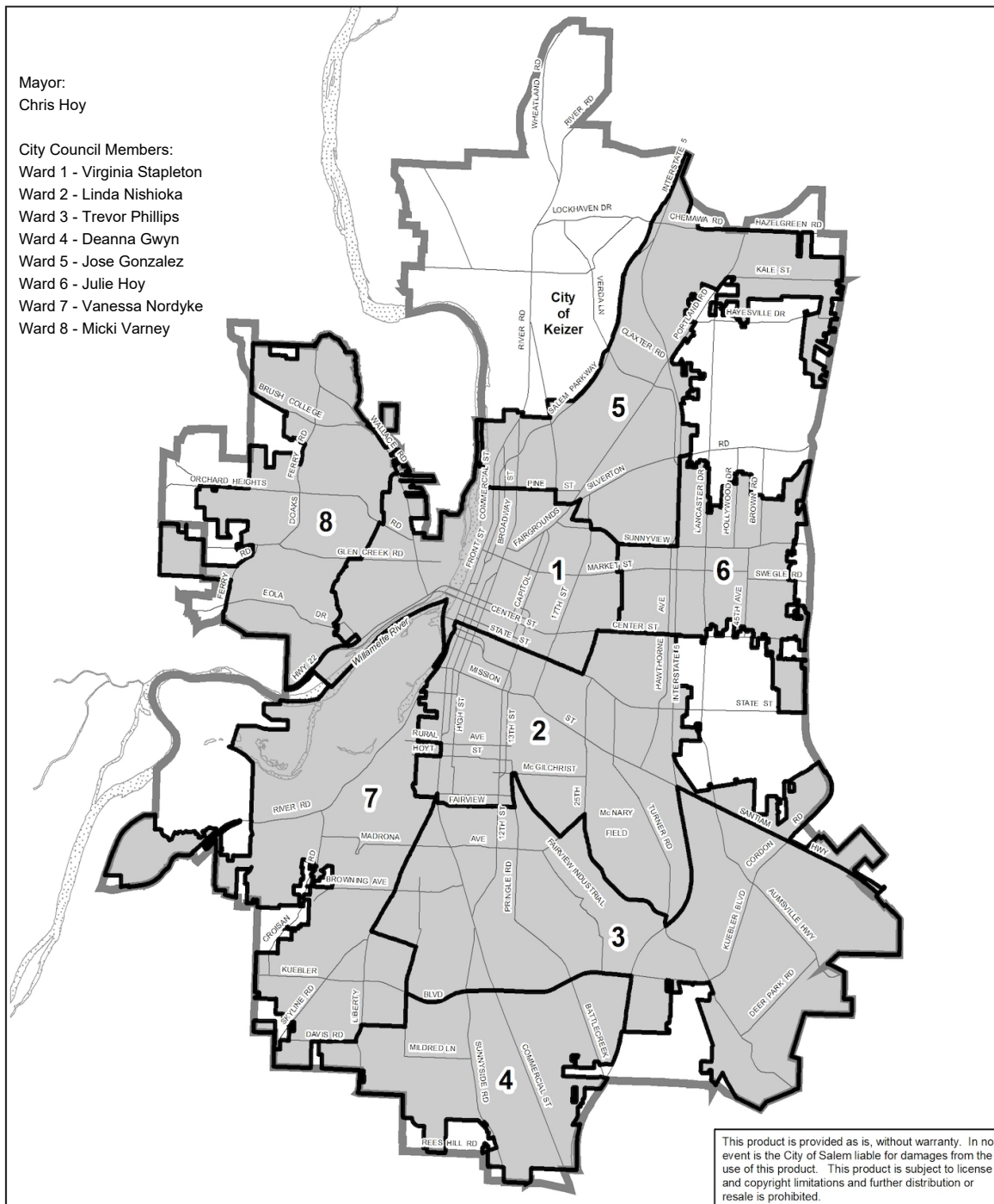
Time limits for quasi judicial land use hearings are governed by Rule 19 of the Council Rules. Parties to land use cases are encouraged to review that rule as time limits vary depending on the nature of the hearing. Further information can be obtained by contacting the Planning Administrator at 503 588 6173 or email at: Imanderson@cityofsalem.net.

Timer lights are located on the podiums. A flashing yellow light means you have one minute left; a red light means your time has expired.

City of Salem Wards

Mayor:
Chris Hoy

City Council Members:
Ward 1 - Virginia Stapleton
Ward 2 - Linda Nishioka
Ward 3 - Trevor Phillips
Ward 4 - Deanna Gwyn
Ward 5 - Jose Gonzalez
Ward 6 - Julie Hoy
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

N:\CD\Proj\GIS\Public\Wards\Wards_B-W_ANSI-A.mxd - 1/3/2024 @ 10:31:52 AM