



CITY OF SALEM

Meeting Agenda

City Council

555 Liberty St SE
Salem, OR 97301

Monday, July 11, 2022

6:00 PM

Virtual Meeting

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 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 also be provided during the meeting via Zoom. Please pre-register between 8:00 a.m. and 2:00 p.m. on the day of the meeting using this link <https://bit.ly/COScomment>.

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

3.1a. [22-273](#) June 27, 2022 Draft City Council Minutes

Attachments: [6-27-22 Draft Council Minutes.pdf](#)

3.2 RESOLUTIONS

3.2a. [22-317](#) Transfer of appropriations within the City's Fiscal Year 2023 Budget for unanticipated changes.

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

Recommendation:

Adopt Resolution No. 2022-41 authorizing a transfer of appropriations within the City's fiscal year 2023 budget for unanticipated changes.

Summary:

An appropriations transfer is needed to move forward with renovations to the first floor of the Civic Center to create the new Customer Service Center.

Attachments: [Resolution No. 2022-41](#)

3.3 ACTION ITEMS

3.3a. [22-304](#) Renaming Salem Parkway to Dr. Martin Luther King, Jr. Parkway.

Ward(s): 5
Councilor(s): Gonzalez
Neighborhood(s): Highland and Northgate
Result Area(s): Welcoming and Livable Community

Recommendation:

Direct staff to proceed with changing the street name signs from Salem Parkway to Dr. Martin Luther King, Jr. Parkway.

Summary:

The City Council initiated a proposal in 2020 to honor Dr. Martin Luther King, Jr. by naming a prominent street in his honor. The City requested, and the Oregon Department of Transportation (ODOT) approved, renaming Salem Parkway to Dr. Martin Luther King, Jr. Parkway. Approval of this recommendation will direct staff to proceed with changing the street name signs to reflect the new street name.

Attachments: [Letter from Mayor Bennett to ODOT \(November 19, 2021\)](#)

[Sign Design Details](#)

[Public Comments received by 2:30 p.m., July 11, 2022](#)

Add - Written Testimony.

3.3b. [22-307](#)

Intergovernmental Agreement with the U.S. Geological Survey agreement to maintain a water-quality monitoring program in the North Santiam River Basin.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

Recommendation:

Authorize the City Manager to enter into the water-quality monitoring program agreement.

Summary:

An Intergovernmental Agreement with the U.S. Geological Survey to operate and maintain a total of five continuous water-quality monitors in the North Santiam River Basin upstream from the Geren Island Water Treatment Facility.

Attachments: [USGS Agreement](#)

[USGS Proposal for City of Salem's Source Water Protection Program FY22-23](#)

3.3c. [22-309](#)

Grant agreements with the State of Oregon for sheltering and sanitation services.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

Recommendation:

Authorize the City Manager to:

- 1) Execute a grant agreement with the State of Oregon to accept a \$2,500,000 grant to support sheltering services in Salem

including outreach services, hygiene services and supplies, sanctioned camping, temporary emergency shelters, low barrier navigation centers and safe parking sites, and

- 2) Execute a grant agreement with the State of Oregon to accept a \$750,000 grant to support sanitation services including trash and debris pick-up, abandoned vehicle removal, and provision of trash receptacles.

Summary:

Authorize grant agreements with the State of Oregon to support sheltering and sanitation services. The City was awarded two grants from the State of Oregon; one for sheltering at \$2,500,000 and one for sanitation services at \$750,000. The funds were awarded to the City of Salem from the State of Oregon during the 2022 Regular Legislative Session.

Attachments: [State of Oregon Grant Agreement No. 107-2022-5202-19](#)

[State of Oregon Grant Agreement No. 107-2022-5202-23](#)

[Public Comments received by 2:30 p.m., July 11, 2022](#)

Add - Written Testimony.

3.3d. [22-320](#)

Acceptance of grant from Marion County to fund capital costs at the Navigation Center.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Safe Community; Welcoming and Livable Community.

Recommendation:

Approve the acceptance of the Marion County ARPA grant in the amount of \$3,000,000 to fund Navigation Center renovation.

Summary:

The City requested American Rescue Plan Act (ARPA) funding from Marion County to contribute toward the Navigation Center project. The Board of County Commissioners awarded the City \$3,000,000 toward the capital renovation of the facility.

Attachments: [Marion County grant agreement](#)

3.3e. [22-322](#)

Acceptance of grant from State of Oregon to fund capital costs at the Navigation Center.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Safe Community; Welcoming and Livable Community.

Recommendation:

Approve the acceptance of the State of Oregon grant in the amount of \$1,900,000 to fund Navigation Center renovation.

Summary:

The City requested funding from the State of Oregon to contribute toward the Navigation Center project. The Oregon Legislature awarded the City \$1,900,000 toward the capital renovation of the facility.

Attachments: [State Grant Agreement.pdf](#)

- 3.3f. [22-323](#) Laundry services for people who are unsheltered.

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

Recommendation:

Approve \$13,400 for a grant to Church @ the Park for the acquisition of a laundry truck.

Summary:

Clothing at area encampments finds its way into the waste stream rather than being laundered and reused. This adds to the need for additional donations of clothing and blankets to replace soiled items. A City grant contribution toward the purchase of a laundry truck would augment current limited laundry services for people who are unsheltered.

4. PUBLIC HEARINGS

- 4.a. [22-233](#) Designation of the Eco Earth Globe as a Local Historic Resource

Ward(s): Ward 1
Councilor(s): Councilor Stapleton
Neighborhood(s): CANDO
Result Area(s): Welcoming and Livable Community

Recommendation:

Conduct a public hearing to consider Ordinance Bill No. 13-22 designating the Eco Earth Globe as a local historic resource and advance it to second reading for enactment.

Summary:

Salem's Public Art Commission requested local historic resource designation of the Eco Earth Globe for its association with the Oregon Pulp and Paper Mill and Boise Cascade as well as for significance as one of Salem's first community projects that

adaptively reused an industrial structure, converting it to a piece of art representing the earth and symbolizing world peace and cultural diversity.

- Attachments:** [1 - Historic Landmarks Commission Recommendation](#)
[2 - Vicinity Map with Photographs of the Eco Earth Globe](#)
[3 - HIS22-05 Eco Earth Ball. Staff Report](#)
[4 - Ordinance No. 13-22](#)

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. [22-294](#) Deliberations - Our Salem Project. The public hearing is closed, only written testimony will be accepted.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

Recommendation:

Advance to second reading Ordinance Bills No. 9-22, 10-22, 11-22 and 12-22.

Summary:

Deliberations on proposed updates to the Salem Area Comprehensive Plan (Comprehensive Plan); the Comprehensive Plan Map, Neighborhood Plan maps, zoning maps, and Salem Revised Code and adoption of the Salem Housing Needs Analysis to guide future growth and development in Salem.

Attachments: [1 - Planning Commission Recommendation](#)
[2 - Our Salem Outreach Summary](#)
[3 - Ordinance Bill No 9-22](#)
[Ordinance 9-22 Exhibit A Draft Salem Area Comprehensive Plan](#)
[Ordinance 9-22 Exhibit B Findings Comprehensive Plan amendment](#)
[4 - Draft Salem Area Comprehensive Plan Spanish](#)
[5 - Transportation and Parks Policy Ideas](#)
[6 - Ordinance Bill No 10-22](#)
[Ordinance 10-22 Exhibit A Proposed Comprehensive Plan Map Changes](#)
[Ordinance 10-22 Exhibit B Proposed Zoning Map Changes](#)
[Ordinance 10-22 Exhibit C Findings Comprehensive Plan Map changes](#)
[Ordinance 10-22 Exhibit D Findings Zoning Map Changes](#)
[7 - Proposed Map Change Properties](#)
[8 - Existing Comprehensive Plan Map](#)
[9 - Existing Zoning Map](#)
[10 - Ordinance Bill No 12-22](#)
[Ordinance 12-22 Exhibit A Salem Housing Needs Analysis](#)
[Ordinance 12-22 Exhibit B Findings Salem Housing Needs Analysis](#)
[11 - Additional Recommended Map Revisions](#)
[12 - Ordinance Bill No 11-22](#)
[Ordinance 11-22 Exhibit A Code Amendment](#)
[Ordinance 11-22 Exhibit B Findings Code Amendment](#)
[13 - Responses to Public Testimony](#)
[14 - Additional Public Comments](#)
[15 - Supplemental Staff Memorandum](#)
[Public Comments received by 2:30 p.m., July 11, 2022](#)

Add - Written Testimony.

- 5.b.** [22-276](#) Recommended revisions to the City Council Policy concerning fee waiver requests, Resolution No. 2022-39.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

Recommendation:

Adopt Resolution No. 2022-39 modifying the Council Policy on consideration of fee waiver requests.

Summary:

The recommended revisions to the City Council Policy concerning

fee waiver requests establishes that the 20% reduction in the Facility Use Fee for qualifying nonprofit organizations approved by Council in the Fiscal Year 2022-2023 Master Fee Schedule is the City Council's policy for fee reductions for City facilities, and that no additional reductions will be considered by Council.

Attachments: [RESOLUTION NO 2022-39](#)

[Public Comments received by 2:30 p.m., July 11, 2022](#)

Add - Written Testimony.

5.c. [22-156](#) Selecting a new City flag.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Welcoming and Livable Community

Recommendation:

Consider selecting a new City flag from the four flags submitted.

Summary:

The City Council will consider selecting a new City flag.

Attachments: [City of Salem Flag](#)

[2021 Salem Flag Project Finalists](#)

[Statesman Journal Flag Poll Results](#)

[NAVA Good Flag, Bad Flag Pamphlet](#)

5.d. [22-328](#) Referring the Community Improvement Bond to Salem voters.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance; Natural Environment

Stewardship; Safe Community; Safe, Reliable and Efficient

Infrastructure; Strong and Diverse Economy; Welcoming and

Livable Community.

Recommendation:

Adopt Resolution No. 2022-42 calling for a measure election to be held on November 8, 2022 to consider a \$300 million general obligation bond to finance capital improvements and other capital costs.

Summary:

Resolution No. 2022-42 refers the \$300 million Community Improvement Bond measure to Salem voters for the November 8, 2022 election.

Attachments: [Resolution No. 2022-42 referring measure to voters.docx](#)

[Explanatory Statement.docx](#)

[Revised Explanatory Statement.pdf](#)

[Public Comments received by 2:30 p.m., July 11, 2022](#)

Add - Written Testimony.

- 5.e. [22-331](#) Approval of the appointment of Keith Stahley as Salem City Manager.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance.

Recommendation:

Appoint Keith Stahley as City Manager of the City of Salem and approve Mr. Stahley's contract terms?

Summary:

A tentative agreement has been reached with Keith Stahley to become the next City Manager of the City of Salem. This action will complete the appointment and approve Mr. Stahley's contract terms.

Attachments: [2022 City Manager Employment Agreement.doc](#)

Add - New Report Added.

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

- 6.a. [22-308](#) Planning Administrator Decision - To replace an existing utility pole and install a small cell wireless communications facility on the replacement pole - Approved.

Class 2 Wireless Siting Permit Case No. WS222-01 - Meredith Hewett on behalf of New Cingular Wireless PCS LLC (AT&T) - Southern right of way of 100-199 block of Bush St S.

Ward(s): 2

Councilor(s): Andersen

Neighborhood(s): SCAN

Recommendation:

Information Only.

Attachments: [Land Use Decision WS222-01](#)

- 6.b. [22-319](#) Appointment to the Airport Advisory Commission.

Ward(s): All Wards

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

Summary: Announcing appointment to the Airport Advisory Commission.

Attachments: [Arnaud Verstuyf Application Redacted](#)

- 6.c. [22-312](#) Planning Administrator Decision - A Site Plan Review application for a food cart pod. - Approved.

The application has been appealed and will be heard by the Hearings Officer unless called-up by City Council. The appellant expressed concern over parking on the site.

Modification to Class 3 Site Plan Review Case No.
DR-SPR-DAP18-04MOD1 - Sam Thomas, Lenity Architecture Inc.,
on behalf of Scott Martin - 1233 River Bend Rd NW.

Ward(s): 8
Councilor(s): Varney
Neighborhood(s): WSNA

Recommendation:

Information Only.

Attachments: [Land Use Decision DR-SPR-DAP18-04MOD1](#)
[Appeal-Application](#)
[Appeal Letter](#)

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. [22-311](#) Until further notice, all meetings, public hearings, and work sessions will be conducted virtually. Real-time remote viewing is available online at CC:Media YouTube Channel and can also be viewed on Comcast Cable CC:Media Channel 21.

CITY COUNCIL PUBLIC HEARINGS:

Proposed Fees and Charges for Utility Service Rates (Water, Wastewater and Stormwater)

Monday, July 25, 2022 at 6:00 p.m.

Council Review of the Planning Administrator’s Decision, Case No. SUB-UGA22-03, approving a Tentative Subdivision Plan (Jackson Ridge) and Urban Growth Preliminary Declaration to divide approximately 14.5 acres into 46 lots. The property is located at 1374 Crowley Avenue SE

Monday, July 25, 2022 at 6:00 p.m.

Proposed Solid Waste Collection Service Rates

Monday, August 22, 2022 at 6:00 p.m.

SALEM HOUSING AUTHORITY PUBLIC HEARINGS:

URBAN RENEWAL AGENCY PUBLIC HEARINGS:

WORK SESSIONS:

City Council
Council Policy Agenda Update and Progress Report
Thursday, July 28, 2022 at 6:00 p.m.

BUDGET COMMITTEE MEETINGS

SCHEDULE OF NEIGHBORHOOD ASSOCIATION ANNUAL MEETINGS

Neighborhood - Annual Meeting Date - Councilor

Faye Wright - Thursday, July 14, 2022 at 7:00 p.m. - Councilors Nordyke and Phillips

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: lmanderson@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.

