



# CITY OF SALEM

## Meeting Agenda

### City Council

555 Liberty St SE  
Salem, OR 97301

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**Monday, September 25, 2017 6:00 PM**

**Council Chambers**

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#### **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**

**1.3a. [17-471](#)** Proclamation recognizing Walk and Bike to School Day

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

***Recommendation:*** Information Only.

***Attachments:*** [Proclamation - Walk and Bike to School Day.pdf](#)

**1.4 PRESENTATIONS**

**1.4a. Center 50+ Age Friendly Initiative - Marilyn Daily**

*See Also - Agenda Item 6.a.*

## 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. [17-474](#) September 9, 2017 Draft Council Work Session Minutes

***Attachments:*** [9-9-17 Draft Council Work Session Minutes](#)

3.1b. [17-475](#) September 11, 2017 Draft Council Minutes

***Attachments:*** [9-11-17 Draft Council Minutes](#)

### 3.2 RESOLUTIONS

3.2a. [17-454](#) Initiate a Comprehensive Plan amendment to adopt the new NESCA-Lansing Neighborhood Plan.

Ward(s): Ward 1, 2, 5, and 6

Councilor(s): Councilors - Kaser, Andersen, Ausec, and Hoy

Neighborhood(s): NESCA and Lansing

***Recommendation:***

Adopt Resolution No. 2017-23 to:

- 1) Initiate a Comprehensive Plan amendment to adopt the new NESCA-Lansing Neighborhood Plan; and
- 2) Refer the matter to the Planning Commission for public hearing and recommendation.

***Attachments:*** [Attachment 1 Resolution No. 2017-23](#)

[Attachment 2 Map of NESCA and Lansing](#)

### 3.3 ACTION ITEMS

3.3a. [17-455](#) Federal transportation funding allocated by the Salem-Keizer Area Transportation Study

Ward(s): 2, 6, and 8

Councilor(s): Andersen, Hoy, and Lewis

Neighborhood(s): SESNA, NOLA, and WSNA

***Recommendation:***

Authorize the City Manager to submit applications for federal transportation funding, allocated by the Salem-Keizer Area Transportation Study, for Brown Road NE Complete Streets, McGilchrist Street SE Complete Streets, and Orchard Heights Road NW Pedestrian and Pavement Improvement.

**Attachments:** [Vicinity Map](#)

- 3.3b.** [17-457](#) State of Oregon Critical Oregon Airport Relief (COAR) Grant Application for Construction of Runway 13/31 Rehabilitation Project

Ward(s): 2  
Councilor(s): Andersen  
Neighborhood(s): SEMCA

**Recommendation:** Authorize the City Manager to apply for and accept Critical Oregon Airport Relief (COAR) Program grant funds to be used for the construction of Runway 13/31 rehabilitation project.

**Attachments:** [ODA Grant-Blank Sample Agreement](#)

- 3.3c.** [17-458](#) An intergovernmental agreement with the Housing Authority of the City of Salem for City administrative services.

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

**Recommendation:** Authorize the City Manager to execute an intergovernmental agreement (IGA) with the Housing Authority of the City of Salem (SHA) to provide administrative support, finance / payroll, fleet services, human resources, information technology (IT), legal, purchasing, real estate, reprographics, and urban development support for FY 2017-18.

**Attachments:** [Intergovernmental Agreement for the Provision of City Services](#)

- 3.3d.** [17-462](#) Domestic Violence Response Team (DVRT) Stop Violence against Women Act Grant Application

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

**Recommendation:** Authorize the City Manager to apply for and accept, if awarded, grant funds from the federal STOP Violence Against Women grant program in an amount of up to \$210,000 to help support the City's DVRT.

- 3.3e.** [17-463](#) Amendment to Intergovernmental Agreement with Marion County for District Attorney's Case Management System

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

**Recommendation:** Authorize the City Manager to execute the attached Amendment 1 to the IGA between Marion County and the City of Salem extending Salem Police Department usage of the DACMS for an additional five years.

**Attachments:** [Amendment 1 to IGA with MCDA.docx](#)  
[DACMS Usage Agreement 2012](#)

**4. PUBLIC HEARINGS**

- 4.a. [17-456](#) Community Development Block Grant and HOME investment partnership programs Consolidated Annual Performance and Evaluation Report (CAPER)

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

**Recommendation:** Approve submittal of the 2016-2017 Program Year Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant and HOME Investment Partnership Programs to (HUD) no later than September 30, 2017.

**Attachments:** [CAPER](#)

**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. [17-467](#) Councilor Motion - Letter of support for funding for Safe Routes to School Educational Grants

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

**Attachments:** [Draft Letter to OTC re Safe Routes to School Educational Grants](#)

- 5.b. [17-470](#) Councilor Motion - Child Friendly City Resolution

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

**Attachments:** [Resolution No. 2017-44](#)

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

- 6.a. [17-450](#) Center 50+ Advisory Commission Age-Friendly Initiative

Ward(s): All Wards

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

**Recommendation:**

Information only.

**6.b. [17-451](#)**

Planning Administrator Decision - Urban Growth Preliminary Declaration Case No. UGA17-03 - Approved - Douglas Drager, Seth Drager, Hobbs Family Property Trust, Boulder Hill, LLC (Robert W. Nunn), Pringle Creek, LLC (Robert W. Nunn), Battle Creek, LLC (Julie Singer, Roberta Strausbaugh) - 4700 Block of Battle Creek Road SE - An Urban Growth Preliminary Declaration request to determine the public facilities and infrastructure required to develop 68.14 acres northeast of the intersection of Kuebler Boulevard SE and Battle Creek Road SE for single family residential development.

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

**Recommendation:**

Information Only.

**Attachments:** [Land Use Decision UGA17-03](#)

**6.c. [17-476](#)**

Hearings Officer Decision - Conditional Use / Class 3 Site Plan Review / Class 2 Adjustment Case No. CU-SPR-ADJ17-11 - Approved - KSD Properties LLC (Jeff Koehnke) - 1885 Fisher Road NE - A conditional use, site plan review, and adjustment application for development of a paved vehicle storage area.

Ward(s): 6  
Councilor(s): Hoy  
Neighborhood(s): NESCA

**Recommendation:**

Information Only.

**Attachments:** [Land Use Decision CU-SPR-ADJ17-11](#)

## 7. ORDINANCES

### 7.1 FIRST READING:

**7.1a. [17-469](#)**

Consideration of Ordinance Bill No. 22-17, regulating use of public sidewalks

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

**Recommendation:**

Proceed to second reading for enactment of Ordinance Bill No. 22-17 to regulate the use of public sidewalks.

**Attachments:** [Ordinance Bill No. 22-17](#)  
[9-25-17 Written Testimony 1](#)

*Add - Written Testimony*

**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](mailto: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. [17-465](#) PUBLIC HEARINGS - Held in the Council Chambers unless otherwise noted

WORK SESSIONS - Held in the Council Chambers unless otherwise noted

Public Works Facility Master Plan and Tour  
Work Session Location: 1410 20th Street SE  
Monday, October 16, 2017 at 5:00 p.m.

Pedestrian Safety Study  
Monday, November 13, 2017 at 5:00 p.m.

Transient Occupancy Tax (TOT)  
Monday, November 20, 2017 at 6:00 p.m.

SCHEDULE OF NEIGHBORHOOD ASSOCIATION ANNUAL MEETINGS

Neighborhood - Annual Meeting Date - Councilor  
West Salem - October 16 - Kaser, Lewis  
SESNA - October 24 - Andersen  
South Gateway - November 9 - McCoid

**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>.

**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 5:00 pm on the day of the City Council meeting when the item will be considered. 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 205, Salem, OR, or by e-mail to: [manager@cityofsalem.net](mailto: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](mailto: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.

