



CITY OF SALEM

555 Liberty St SE
Salem, OR 97301

Meeting Agenda

City Council

Monday, March 11, 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

City Council

5:00 p.m. - 6:00 p.m. - City Manager's Conference Room

Current/Pending Litigation

ORS 192.660(2)(h)

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. [24-14](#) Proclamation - Arbor Month

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation:

Information Only.

Attachments: [Proclamation - Arbor Month](#)

1.4 PRESENTATIONS

- 1.4a. [24-19](#) Marion County Youth Tobacco and Substance Use Prevention 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:

Marion County Substance Abuse Prevention Coordinators Diana Dickey and Conor Foley will give a presentation on Youth Tobacco and Substance Use Prevention.

Attachments: [Marion County Youth Tobacco and Substance Use Salem.pdf](#)

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. [24-78](#) February 20, 2024 Draft City Council Work Session Minutes

Attachments: [2-20-24 Draft Council Work Session Minutes.pdf](#)

- 3.1b. [24-95](#) February 26, 2024 Draft City Council Minutes

Attachments: [2-26-24 Draft Council Minutes.pdf](#)

3.2 RESOLUTIONS

- 3.2a. [24-35](#) Riverfront Park Playground Redevelopment Grant Application to the Oregon Parks and Recreation Department Local Government Grant Program.

Ward(s): Ward 1

Councilor(s): Councilor Stapleton

Neighborhood(s): CANDO

Result Area(s): Welcoming and Livable Community

Recommendation:

Adopt Resolution 2024-9, authorizing the Deputy City Manager for Community Services to apply for and, if successful, accept an Oregon Parks and Recreation Department Local Government Grant to provide funding for improvements to Riverfront Park.

Summary:

Riverfront Park is Salem’s premier urban event park, located along the scenic Willamette River in downtown. The park features a variety of amenities including a large playground structure that is scheduled for replacement in 2026, as it has aged beyond its useful life and requires replacement. The City is applying to the Oregon Parks and Recreation Department for funds to incorporate additional project elements, including inclusive play and accessible design features, as well as other playground improvements identified in the *2018 Riverfront Park Master Plan*. A City Council Resolution is required as part of the Oregon Parks and Recreation Department application process.

Attachments: [Project Location Map.pdf](#)

[Riverfront Park Master Plan graphic.pdf](#)

[Resolution 2024-9.pdf](#)

[Written Testimony](#)

Add - Add Written Testimony

3.3 ACTION ITEMS

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)

- 5.a. [24-98](#) Salem Fire Department Proposal for the Reintegration of Ambulance Services: Implementing the Ambulance Operator Model under Fire Department Oversight.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Safe and Healthy Community

Recommendation:

Authorize the City Manager to allow Salem Fire Department to proceed with the approval of Option #2 (Ambulance Operator Model), designating the Fire Department as the exclusive provider of Ambulance Service starting July 1, 2025, thereby discontinuing the practice of subcontracting with an external contractor for ambulance services within the community.

Summary:

An EMS Valuation & Optimization Study for the Salem Fire Department conducted by AP Triton provides the comprehensive analysis to establish actionable benchmarks and propose tailored recommendations for sustainable ambulance transport within the City of Salem. The study recommends Option #2, the Ambulance Operator Model, which capitalizes on the specialized skills of single-role paramedics and EMT Basics to enhance efficiency and effectiveness in EMS operations, while projecting sustainable net revenue over expenses. This model is projected to facilitate further investments into the Emergency Medical Service (EMS) infrastructure, ultimately serving the best interests of Salem's citizens and the City's fiscal health. The implementation and operation of the recommended model will require close oversight and coordination by the fire department to ensure the successful deployment and delivery of emergency medical services.

Attachments: [SALEM FIRE - EMS VALUATION STUDY](#)

[Written Testimony](#)

Delete - Delete Written Testimony: City Recorder, It has been brought to my attention that my testimony could be construed as a breach of contract. That contract is vital to the ongoing provision of EMS services in Salem and my opinions need to not disrupt patient care. To that end, I hereby request to retract/redact my letter of testimony for agenda item 5.a. Thank you, Brian Clothier

Add - Add written testimony

- 5.b.** [24-100](#) Federal Emergency Management Agency's Assistance to Firefighters Grant (AFG).

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

Recommendation:

Authorize the City Manager to apply for and, if awarded, accept the Assistance to Firefighters Grant (AFG) for purchasing three ground ambulances to support the implementation of the new Ambulance Operator (AO) Model.

Summary:

The Federal Emergency Management Agency (FEMA) Assistance to Firefighters Grants (AFG) program aims to improve public and firefighter safety by offering financial support to qualified fire departments. This funding is intended to acquire resources to enhance firefighter safety, health, and operational effectiveness. Specifically, it will be allocated towards purchasing three ground ambulances to support the implementation of the new Ambulance Operator (AO) Model, ensuring enhanced efficiency and response capabilities in emergency services.

- 5.c.** [24-38](#) Information regarding the City's Short-term Rental regulations.

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

Recommendation:

Information Only.

Summary:

Information regarding the City's Short-Term Rental regulations.

Attachments: [SRC Ch. 700.006](#)

[SRC Ch. 30](#)

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

- 6.a.** [24-84](#) Salem 2023 Annual Tree Report.

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

Neighborhood(s): All Neighborhoods
 Result Area(s): Natural Environment Stewardship; Welcoming and Livable Community.

Recommendation:

Information only.

Summary:

The 2023 Annual Tree Report highlights the City's work and accomplishments related to the care and protection of our community's forest during the 2023 calendar year.

Attachments: [2023 Annual Tree Report.pdf](#)

- 6.b. [24-90](#) Hearings Officer Decision - Conditional Use Permit for a new motor vehicle rental office - Approved.

Conditional Use / Class 3 Site Plan Review Case No. CU-SPR24-01 - Bo Rushing - 4340 Commercial St SE.

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

Recommendation:

Information Only.

Attachments: [Land Use Decision CU-SPR24-01](#)

- 6.c. [24-101](#) Planning Administrator Decision - Proposed development of a new 405-unit multi-family residential development - Approved.

Urban Growth Preliminary Declaration / Class 3 Site Plan Review / Class 2 Adjustment / Class 1 Adjustment / Class 2 Driveway Approach Permit / Class 1 Design Review / Property Line Adjustment Case No. UGA-SPR-ADJ-DAP-DR-PLA24-03 - AKS Engineering and Forestry - 4650 Hazelgreen Rd NE

Ward(s): Ward 5
 Councilor(s): Gonzalez
 Neighborhood(s): Northgate

Recommendation:

Information Only.

Attachments: [Land Use Decision UGA-SPR-ADJ-DAP-DR-PLA24-03](#)**7. ORDINANCES**

7.1 FIRST READING:**7.1a.** [24-91](#)

First reading of Ordinance Bill No. 02-24 for the assessment of project costs for the conversion of the private Sleepy Hollow Phase I water system to the City's public water system.

Ward(s): Ward 6

Councilor(s): Councilor Hoy

Neighborhood(s): East Lancaster Neighborhood Association

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

Recommendation:

Advance Ordinance Bill No. 02-24, related to assessment of project costs to customers of the former Sleepy Hollow Phase I water system, to second reading for enactment.

Summary:

The private water system supplying the residents of Sleepy Hollow contained elevated levels of arsenic since at least 2012. Working with the homeowners, an agreement was reached with the City for the residents to be disconnected from the existing private Sleepy Hollow Phase I Water System and be connected to City water. In the agreement, a portion of the cost of the new infrastructure is to be paid by each property owner, who will be assessed under the procedures of *Salem Revised Code* (SRC) Chapter 21 (General Assessment Procedures). The assessment amount is \$5,000 per property, which will go toward the cost of the project. The project is now complete at a total project cost \$768,108.

Attachments: [Attachment 1 - Ordinance Bill No. 2-24 - Sleepy Hollow Waterline Assessment.pdf](#)
[Attachment 2 - Exhibit A - Legal Description of Properties to be Assessed.pdf](#)

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. [24-93](#) 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:

Council review of the Planning Administrator's Decision (Case No. UGA-SPR-ADJ-DAP-DR-TRP23-04) approving the development of a new multi-family apartment complex of three buildings containing 27 dwelling units located at 4963 Center Street NE
Monday, April 8, 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.

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

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

Budget Committee - Follow-Up Discussion and Q & A Meeting #1
Thursday, March 14, 2024 at 6:00 p.m.

Budget Committee - Follow-Up Discussion and Q & A Meeting #2
Thursday, March 21, 2024 at 6:00 p.m.

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

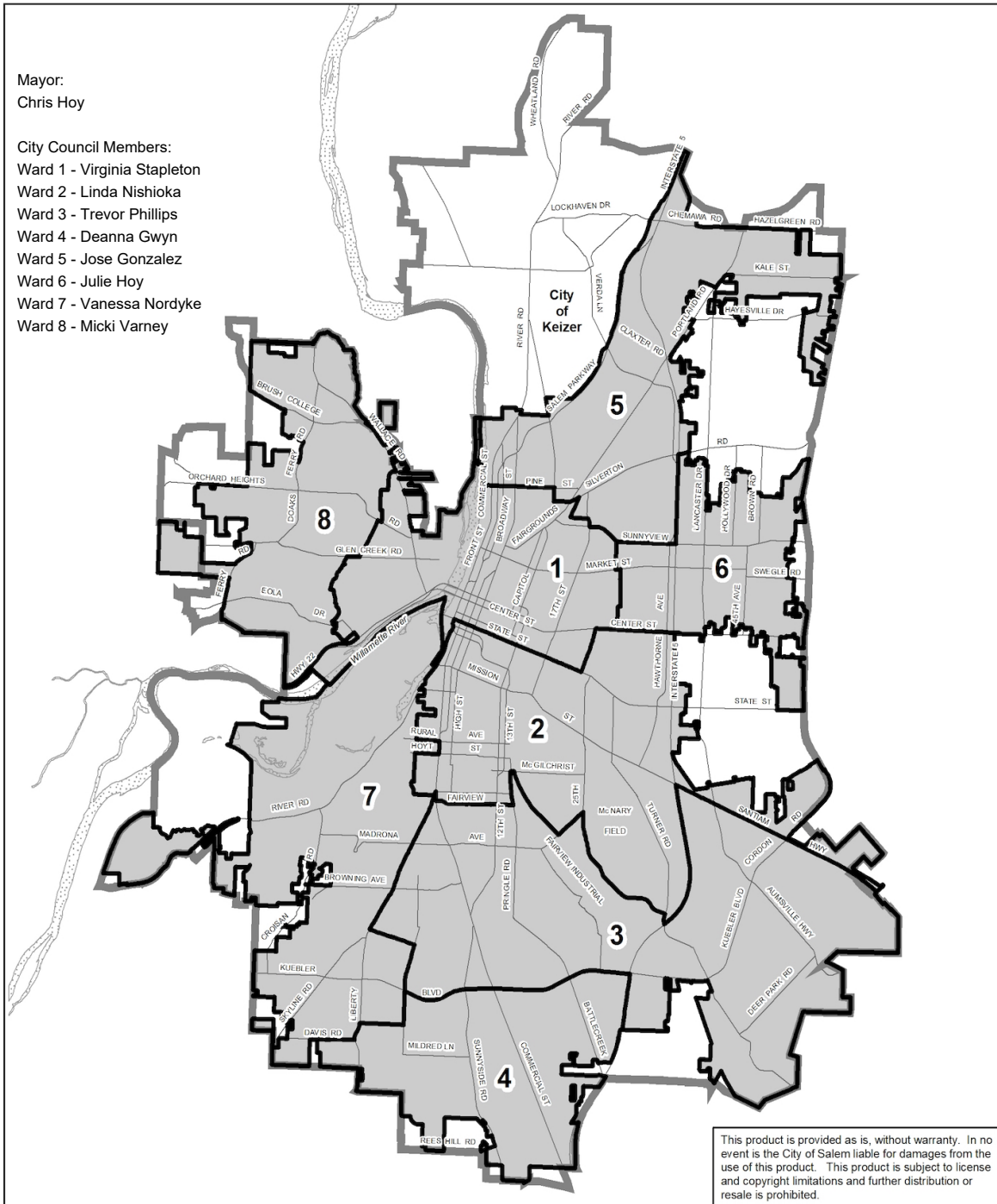
Time limits for quasi judicial land use hearings are governed by Rule 19 of the Council Rules. Parties to land use cases are encouraged to review that rule as time limits vary depending on the nature of the hearing. Further information can be obtained by contacting the Planning Administrator at 503 588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

City of Salem Wards

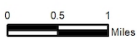
Mayor:
Chris Hoy

- 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



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