



CITY OF SALEM

555 Liberty St SE
Salem, OR 97301

Meeting Agenda

City Council

Monday, April 10, 2023

6:00 PM

**Hybrid Meeting / Council
Chambers**

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 2:00 p.m. on the day of the meeting using this link <https://www.cityofsalem.net/comment-at-council>.

EXECUTIVE SESSION

CANCELLED - City Council

5:15 p.m. - 5:30 p.m. - City Manager's Conference Room

Real Property Transactions - ORS 192.660(2)(e)

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. [23-146](#)

Proclamation National Public Safety Telecommunications Week

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

Recommendation:

Information Only.

Attachments: [Proclamation - National Public Safety Telecommunications Week 2023](#)

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. [23-141](#) March 27, 2023 Draft Council Minutes

Attachments: [3-27-23 Draft Council Minutes](#)

3.2 RESOLUTIONS

3.3 ACTION ITEMS

3.3a. [23-118](#) Grant application to the Willamette Wildlife Mitigation Program for acquisition and conservation of property north of Wallace Marine Park.

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 apply for a Willamette Wildlife Mitigation Program grant for an amount of up to \$7 million to acquire fee title to approximately 363 acres of property north of Wallace Marine Park.

Summary:

The owner of approximately 400 acres of land immediately north of Wallace Marine Park has expressed interest in selling it to the City

after the property is no longer used for aggregate mining operations. The City is applying for a Willamette Wildlife Mitigation Program grant to acquire the property and to set aside a portion of the overall property as a conservation area. Council authorization is required to apply for the grant. Other potential uses within the proposed conservation area include ground water pumping and associated infrastructure in support of a secondary municipal water source for Salem.

Attachments: [Map of property north of Wallace Marine Park](#)

[Map of opportunity areas](#)

[Map of proposed Marine DR NW](#)

[Map of floodplain and floodway](#)

3.3b. [23-136](#)

Air Carrier Operating Agreement, Revenue Guarantee Agreement, and Local Matching Funds Agreement

Ward(s): 2

Councilor(s): Nishioka

Neighborhood(s): SEMCA, SESNA

Result Area(s): Safe, Reliable, and Efficient Infrastructure; Strong and Diverse Economy

Recommendation:

Authorize the City Manager to execute the Air Carrier Operating and Revenue Guarantee Agreements with the Airline and the Local Matching Funds Agreement with Travel Salem.

Summary:

Prior to the launch of commercial air service in 2023, the City must execute an Air Carrier Operating Agreement and Revenue Guarantee Agreement with the airline proposing service, and a local matching funds agreement with Travel Salem, which is providing the required local match to the federally funded revenue guarantee grant for commercial air service.

Attachments: [Local Matching Funds Agreement](#)

[Revenue Guarantee Agreement](#)

[Air Carrier Operating Agreement](#)

[Public Comments received by 1:45 p.m., April 10, 2023](#)

Add - Written Testimony.

3.3c. [23-138](#)

Recommended appointments to the Citizen Budget Committee, Citizens Advisory Traffic Commission, Salem Public Art Commission.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance

Recommendation:

Appoint the recommended applicants to the Citizen Budget Committee, Citizens Advisory Traffic Commission, Salem Public Art Commission.

Summary:

The City Council's Board and Commission Appointments Committee convened on March 17, 2023, to review applications.

Attachments: [Russel Allen CBC Redacted](#)

[Julie Curtis CBC Redacted](#)

[Kyle Hedquist CATC Redacted](#)

[Krista Lauer SPAC Redacted](#)

4. PUBLIC HEARINGS

4.a. [23-117](#) 2023 Annual Action Plan (AAP) for CDBG and HOME Funds

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

Recommendation:

Adopt the 2023 Housing and Community Development Annual Action Plan (AAP) and direct staff to submit the required forms to the U.S. Department of Housing and Urban Development.

Summary:

The City of Salem annually receives HOME Investment Partnership Program (HOME) and Community Development Block Grant (CDBG) program funds from the Department of Housing and Urban Development (HUD). The Annual Action Plan (AAP) is a component of a five-year Consolidated Plan that specifically describes how Salem will spend these federal resources for activities serving low- and moderate-income households, the houseless, and persons with special needs. The Consolidated Plan <https://www.cityofsalem.net/citydocuments/federal-programs-consolidated-plan-2020-2024.pdf> was adopted June 2020 and spans the years 2020-2024.

Attachments: [FINAL-3-2023 Draft AAP CDBG HOME.pdf](#)

[Public Comments received by 1:00 p.m., April 10, 2023](#)

Add - Written Testimony.

4.b. [23-119](#) Proposed Code Amendment to Eliminate Minimum Parking Requirements Citywide.

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 Ordinance 4-23 to second reading for the purpose of amending the Unified Development Code to eliminate minimum off-street parking requirements citywide in response to new State rules and advance to second reading.

Summary:

The proposed code amendment updates the Unified Development Code (UDC) to eliminate minimum off-street parking requirements citywide in response to new State Climate-Friendly and Equitable Communities rules.

Attachments: [Ordinance Bill No. 4-23](#)

[Exhibit A to Ordinance Bill No. 4-23 Code Amendment](#)

[Exhibit B to Ordinance Bill No. 4-23 Findings](#)

[Parking Reform Overview](#)

[Public Comments through March 24 2023](#)

[Additional Public Comment received April 3, 2023](#)

[Additional Public Comments received by 1:30 p.m., April 10, 2023](#)

[Additional Public Comment received by 5:00 p.m., April 10, 2023](#)

Add - Written Testimony.

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. [23-122](#)

Purchases approved administratively from February 1, 2023 through February 28, 2023.

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 2023.pdf](#)

6.b. [23-131](#)

Planning Administrator Decision - Partition to create two Parcels.
Approved.

Partition Tentative Plan Case No. PAR23-02 - Allison Knotts, Joseph Fox - 3930 Fairview Industrial Dr SE.

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

Recommendation:

Information Only.

Attachments: [Land Use Decision PAR23-02](#)

6.c. [23-139](#)

Appointments to the Salem Human Rights Commission.

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

Summary:

Announcing appointments to the Salem Human Rights Commission.

Attachments: [Jacqueline Leung SHRC Redacted](#)
[William Laduca SHRC Redacted](#)

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. [23-137](#) Unless otherwise noted, all meetings, public hearings, and work sessions 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:

Repealing Overlay Zones on Commercial Street SE (Ordinance Bill No. 5-23)

Monday, May 22, 2023 at 6:00 p.m.

FY 2024 Recommended Budget

Monday, June 12, 2023 at 6:00 p.m.

State Revenue Sharing

Monday, June 12, 2023 at 6:00 p.m.

SALEM HOUSING AUTHORITY PUBLIC HEARINGS:

URBAN RENEWAL AGENCY PUBLIC HEARINGS:

FY 2024 Recommended Budget

Monday, June 12, 2023 at 6:00 p.m.

CITY COUNCIL WORK SESSIONS:

BUDGET COMMITTEE MEETINGS

City Manager Presents Proposed FY 2024 Budget to Budget Committee

Result Areas Reviewed: Welcoming and Livable Community, Natural Environment Stewardship

Wednesday, April 19, 2023 at 6:00 p.m.

Budget Committee Review - Result Areas Reviewed: Strong and Diverse Economy, Urban Renewal Agency, Safe Reliable and Efficient

Infrastructure, and CIP Public Hearing

Wednesday, April 26, 2023 at 6:00 p.m.

Budget Committee Review - Result Areas Reviewed: Safe Community,

Good Governance

Wednesday, May 3, 2023 at 6:00 p.m.

Budget Committee Recommends FY 2024 Budget to City Council /
Urban Renewal Agency

Wednesday, May 10, 2023 at 6:00 p.m.

SCHEDULE OF NEIGHBORHOOD ASSOCIATION ANNUAL MEETINGS

Neighborhood - Annual Meeting Date - Time - Councilor

Morningside May 10, 2023 6:30 p.m. - Councilors Nishioka, Phillips

ELNA Jun 1, 2023 7:00 p.m. - Councilor Hoy

SCAN June 14, 2023 6:30 p.m. - Councilors Nishioka, Nordyke

Grant July 6, 2023 6:15 p.m. - Councilor Stapleton

Highland August 10, 2023 7:00 p.m. - Councilors Gonzalez,
Stapleton

Faye Wright August 10, 2023 7:00 p.m. - Councilors Nordyke,
Phillips

Northgate September 21, 2023 6:00 p.m. - Councilor Gonzalez

West Salem October 4, 2023 7:00 p.m. - Councilors Stapleton,
Varney

NOLA October 4, 2023 6:30 p.m. - Councilors Hoy, Gonzalez

NESCA October 17, 2023 7:00 p.m. - Councilors Hoy, Nishioka,
Stapleton

CANDO October 17, 2023 6:00 p.m. - Councilors Nishioka,
Stapleton

Sunnyslope October 19, 2023 7:00 p.m. - Councilors Nordyke,
Gwyn

SWAN November 7, 2023 6:30 p.m. - Councilors Nishioka, Nordyke

NEN November 14, 2023 6:30 p.m. - Councilors Nishioka,
Stapleton

SESNA November 28, 2023 7:00 p.m. - Councilor 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.

