



CITY OF SALEM

Meeting Agenda

City Council

555 Liberty St SE
Salem, OR 97301

Monday, June 26, 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

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. [23-264](#) June 12, 2023 Draft City Council Minutes

Attachments: [6-12-23 Draft Council Minutes](#)

3.2 RESOLUTIONS

3.2a. [23-223](#) Adopting the Fiscal Year 2024 (FY2024) Parking District budget and setting the Parking Tax rate for the Downtown Parking District.

Ward(s): Ward 1

Councilor(s): Stapleton

Neighborhood(s): CANDO

Result Area(s): Strong and Diverse Economy, Welcoming and Livable Community

Recommendation:

Adopt Resolution No. 2023-17 (Attachment 1) adopting the FY2024 Downtown Parking budget and setting the business-paid parking tax for the Downtown Parking District.

Summary:

The FY2024 operating budget for the Downtown Parking Fund is \$1,072,080, which incorporates tax rates of \$165.72 per space or \$460.00 minimum tax, a 2% increase from current rates.

Salem Revised Code 7.110 requires Council to adopt, by resolution, a budget for the Downtown Parking District (District) and set the tax for each fiscal year. The Parking District was established in 1976 to provide funding for economic promotion and public parking within the downtown core.

Attachments: [Parking Tax Resolution 2023-17.docx](#)

[Exhibit A: FY2024 Downtown Parking Fund budget.pdf](#)

3.2b. [23-250](#) Adoption of the FY 2024 City of Salem budget

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

Recommendation:

Adopt Resolution No. 2023-21 to adopt the FY 2024 City of Salem budget.

Summary:

The City of Salem budget for fiscal year (FY) 2024 is required by Oregon budget law to be adopted by the City Council prior to July 1, 2023. Adoption of this resolution will allow for authorized spending in the coming fiscal year.

Attachments:

[Resolution No. 2023-21](#)

[Resolution No. 2023-21, Exhibit A](#)

[City of Salem FY 2024 City Council Amendments Summary](#)

[City of Salem FY 2023 Carryovers for the FY 2024 Budget, General Fund](#)

[City of Salem FY 2023 Carryovers for the FY 2024 Budget, All Other City Funds](#)

3.2c. [23-261](#)

Transfer of fiscal year 2023 budget appropriations in the General Fund and the Police Regional Records Fund

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance

Recommendation:

Adopt Resolution No. 2023-23 authorizing a transfer of appropriations within the City's fiscal year 2023 budget.

Summary:

Several year-end budget authority transfers are needed to maintain compliance with Oregon budget law. This process is required when actual spending is projected to exceed budget authority.

Attachments: [Resolution No. 2023-23](#)

3.3 ACTION ITEMS

3.3a. [23-235](#)

Capital Improvement Plan for FY 2024 through FY 2028

Ward(s): All Wards

Councilor(s): 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 the Capital Improvement Plan for FY 2024 through FY 2028 as recommended by the Budget Committee.

Summary:

The Capital Improvement Plan (CIP), governed by Council Policy C-9 (Resolution 2008-142), includes the following goals: create a transparent CIP process; establish a risk-based priority list; match the priority list to limited resources in a thoughtful and responsible manner; and establish an internal CIP review committee to oversee the process.

Attachments: [Recommended Capital Improvement Plan for FY 2024 through FY 2028](#)
[Public Comments received by 11:00 a.m., July 26, 2023](#)

Add - Added Written Testimony.

3.3b. [23-237](#)

Intergovernmental Agreement with Marion County for Communication and Dispatch Services for the 2023 St. Paul Rodeo.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Safe Community

Recommendation:

Authorize the City Manager to execute an Intergovernmental Agreement (IGA) with Marion County for communication and dispatch services for the 2023 St. Paul Rodeo.

Summary:

The attached IGA is for services of the Willamette Valley Communications Center (WVCC) for the St. Paul Rodeo being held in St. Paul, Oregon, from June 30, 2023 through July 5, 2023. Marion County has requested WVCC to provide communication and dispatch services for the event. Marion County will pay for communications personnel at a rate of \$67.00 per hour, not to exceed \$5000, which reflects the average rate for City personnel staffing the events.

Attachments: [IGA WITH ST PAUL & WVCC \(COS\)](#)

3.3c. [23-242](#)

Application for federal grant funding to develop a Salem Vision Zero Plan and implement a 20-is-Plenty Program through the United States Department of Transportation Safe Streets and Roads for All Program.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

Recommendation:

Authorize the City Manager to apply for funding through the SS4A Program to develop a Salem Vision Zero Plan and implement a "20-is-Plenty" Program and further authorize the City Manager to enter into an agreement with US DOT to accept the funds.

Summary:

The United States Department of Transportation (US DOT) is offering grant funding through the Safe Streets and Roads for All (SS4A) Program. The SS4A Program is designed to fund initiatives that will prevent roadway deaths and serious injuries. Developing a Salem Vision Zero Plan and implementing a "20-is-Plenty" Program align with the objectives of the SS4A Program.

Attachments: [FY23 SS4A Notice of Funding Opportunity](#)

[Public Comments received by 5:00 p.m., June 26, 2023](#)

Add - Added Written Testimony.

3.3d. [23-246](#)

Collective bargaining agreement between the City and 911 Communications Employees' Association (PCEA).

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance.

Recommendation:

Approve a three-year successor collective bargaining agreement between the City and 911 Professional Communications Employees' Association (PCEA) effective July 1, 2023, through June 30, 2026.

Summary:

The City began negotiations with 911 Professional Communications Employees' Association (PCEA) on January 18, 2023, for a successor collective bargaining agreement (CBA). A tentative agreement on a three-year contract was reached on May 8, 2023. The employees represented by PCEA ratified the contract on June 8, 2023.

3.3e. [23-247](#)

Collective bargaining agreement between the City and Salem City Attorneys Bargaining Unit (SCABU).

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance.

Recommendation: Approve a three-year successor collective bargaining agreement between the City and Salem City Attorneys Collective Bargaining

Unit (SCABU) effective July 1, 2023, through June 30, 2026.

Summary: The City began negotiations with SCABU on March 16, 2023, for a successor collective bargaining agreement. A final tentative agreement for a three-year contract was reached during negotiations on April 20, 2023. The employees represented by SCABU ratified the agreement on June 7, 2023.

- 3.3f.** [23-252](#) Compensation adjustments for the classifications of Crime Analyst, Environmental Compliance Tech, and 911 Communications Shift Supervisor.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance.

Recommendation:

Approve the pay grade adjustments for the job classification of Crime Analyst and Environmental Compliance Tech, and a pay range adjustment for the 911 Communications Shift Supervisor effective July 1, 2023.

Summary:

Human Resources completed compensation reviews for the job classifications of Crime Analyst, Environmental Compliance Tech, and 911 Communications Shift Supervisor following the guidance of the City's Compensation Philosophy. Two of the classifications are significantly behind market, and the third classification has pay compression with the represented classifications it supervises. Pay grade adjustments are recommended for the Crime Analyst and Environmental Compliance Tech classifications to bring compensation more aligned to the market. A pay range adjustment is recommended for the 911 Communications Shift Supervisor to address pay compression.

- 3.3g.** [23-259](#) Cooperative agreement with the Siletz Tribe to provide municipal services to the Tribe's planned affordable housing development located 3390 Blossom Drive, NE in Salem.

Ward(s): 5

Councilor(s): Councilor Gonzales

Neighborhood(s): Northgate Neighborhood Association

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

Recommendation:

Authorize the City Manager to execute the cooperative agreement with the Siletz Tribe to provide municipal services to the Tribe's

planned affordable housing project located at 3390 Blossom Dr., NE, Salem.

Summary:

The cooperative agreement will allow the City to provide municipal services, such as utilities, police, fire and emergency services to the Siletz Tribe's planned 40-unit affordable housing development located at 3390 Blossom, Dr, NE. The property is owned by the Tribe, which has applied to the U.S. Bureau of Indian Affairs to be placed in Trust, effectively converting it to sovereign Siletz Tribal land.

Attachments: [2023-06-13 Updated Siletz Draft Cooperative Agreement for Aff. Housing Property.doc](#)

3.3h. [23-262](#)

Intergovernmental Agreement with the State of Oregon, Office of the Fire Marshal for Regional Hazardous Materials Emergency Response.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Natural Environment Stewardship; Safe Community

Recommendation:

Authorize the City Manager to execute an Intergovernmental Agreement (IGA) with the State of Oregon, Office of the Fire Marshal, to provide regional hazardous materials emergency response for the State of Oregon 2023-2025 biennium.

Summary:

The attached IGA will renew the hazardous materials emergency response team agreement between the Office of State Fire Marshal (OSFM) and the City of Salem through June 30, 2025. The new agreement is like the most recent agreement, with updated compensation to the City based on current hourly wages and benefits.

The Hazardous Materials Emergency Response Team program is a partnership between the local government and the Office of State Fire Marshal (OSFM). Local governments participating in the program are responsible for providing sufficient, trained personnel to staff the team on a 24-hour per day, 7-day per-week basis; housing and maintenance for state-owned equipment; and outreach training for local responders and conglomerates within the designated response region. In turn, OSFM provides funds for technical training, emergency response vehicles and specialized equipment, and cost recovery for incident response. Eligible cost recovery includes expenses for technicians responding to hazardous materials incidents, and backfill pay for personnel covering the minimum staffing vacancies of activated team members. Reimbursement amounts for eligible costs

are outlined in Exhibit J of the IGA (Attachment 1) and provides up to \$100,572.96 for hazardous materials emergency response team activities for the 2023-2025 biennium.

Attachments: [IGA FOR REGIONAL HAZARDOUS MATERIALS RESPONSE TEAM 2023-2025](#)

- 3.3i. [23-258](#) Regional Traffic Control Center Intergovernmental Agreement with the Oregon Department of Transportation (ODOT).

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

Recommendation:

Authorize the City Manager to execute the attached Intergovernmental Agreement with ODOT for the purposes of receiving federal funds and providing local matching funds to operate the Salem Regional Traffic Control Center, and further authorize the City Manager to administer and modify the agreement as needed in the best interest of the City.

Summary:

The Salem Regional Traffic Control Center provides a focal point for the computerized control of traffic signals within the Urban Growth Boundary for the Salem-Keizer metropolitan area. The Salem Regional Traffic Control Center is funded through a combination of grant money through the Federal-Aid Surface Transportation Block Grant Program and local match. The ultimate goal of the Traffic Control Center is to provide the operational resources to design, coordinate, operate, and maintain an expanded system of traffic signals within the various jurisdictions, including the cities of Salem and Keizer, Marion and Polk counties, and the State of Oregon, from one centralized location.

Attachments: [Draft IGA Regional Traffic Control Center Operations](#)

- 3.3j. [23-251](#) Collective Bargaining Agreement between the City and Salem Professional Fire Fighters, International Association of Fire Fighters (IAFF), Local 314, AFL-CIO.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance.

Recommendation:

Approve a three-year successor collective bargaining agreement between the City and Salem Professional Fire Fighters, International Association of Fire Fighters (IAFF) effective July 1, 2023, through

June 30, 2026.

Summary:

The City began negotiations with Salem Professional Fire Fighters, International Association of Fire Fighters (IAFF), Local 314, AFL-CIO, on January 27, 2023, for a successor collective bargaining agreement (CBA). A tentative agreement on a three-year contract was reached on April 20, 2023. The employees represented by IAFF ratified the contract on June 25, 2023.

Add - New Report Added.

4. PUBLIC HEARINGS

4.a. [23-128](#)

Public Hearing for a Legislative Zone Change and Code Amendment to Repeal Overlay Zones in the SCAN Neighborhood.

Ward(s): 2

Councilor(s): Nishioka

Neighborhood(s): SCAN

Result Area(s): Welcoming and Livable Community.

Recommendation:

Advance Ordinance Bill No. 5-23 for the purpose of eliminating the Saginaw Street, Superior-Rural, Oxford-West Nob Hill, Oxford-Hoyt, and Hoyt-McGilchrist Overlay Zones to second reading.

Summary:

Proposal to eliminate five overlay zones (Planning Case No. CA23-02): The Saginaw Street, Superior-Rural, Oxford-West Nob Hill, Oxford-Hoyt, and Hoyt-McGilchrist Overlay Zones. The proposal responds to a motion from City Council during their November 14, 2022 meeting.

Attachments: [Ordinance Bill No 5-23](#)

[Exhibit A to Ordinance Bill 5-23 - Map of Overlays Proposed to be Eliminated](#)

[Exhibit B to Ordinance Bill 5-23 - Proposed Code Changes](#)

[Exhibit C to Ordinance Bill 5-23 - Findings](#)

[Properties within Overlays](#)

[Comments Received](#)

[Additional Public Comments received by 12:00 p.m., June 21, 2023](#)

[Additional Public Comments received by 11:00 a.m., June 26, 2023.pdf](#)

[Additional Public Comments received by 5:00 p.m., June 26, 2023.pdf](#)

Add - Added Written Testimony.

4.b. [23-263](#)

Supplemental Budget 2 for unanticipated City expenses in the Emergency Medical Services Fund, Police Regional Records Fund, and the City Services Fund.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance; Natural Environment

Stewardship; Safe and Healthy Community; Safe, Reliable and Efficient Infrastructure; Strong and Diverse Economy; Welcoming and Livable Community.

Recommendation:

Adopt Resolution No. 2023-22, Fiscal Year Supplemental Budget (2), increasing resource and expenditure appropriation authority in the Emergency Medical Services Fund, Police Regional Records Fund, and City Services Fund.

Summary:

With ongoing operation of the City medic unit to Assist Falck ambulance with emergency medical response, insurance and bad debt write off expenses have exceeded original estimates for the Emergency Medical Services Fund. Two new agencies were added in the records software provided by the Police Regional Records Fund. Fleet Services and Document Services in the City Services Fund have both experienced higher than anticipated service volume. A supplemental budget is needed since these changes were not included or anticipated in the fiscal year 2023 adopted budget.

Attachments: [Resolution No. 2023-22](#)

[Resolution No. 2023-22, Exhibit A](#)

[Resolution No. 2023-22, Exhibit B](#)

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. [23-249](#) Adoption of the 2023 Neighborhood Traffic Management Plan.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

Recommendation:

Adopt the NTMP as the City's primary tool for addressing neighborhood traffic concerns.

Summary:

The Neighborhood Traffic Management Plan (NTMP) is designed to assist City staff and residents in addressing common traffic concerns in residential neighborhoods. The NTMP will tailor solutions to different traffic issues and provide an opportunity for residents to be involved in cataloging and prioritizing locations for improvement.

Attachments: [City of Salem Neighborhood Traffic Management Plan](#)
[Public Comments received by 5:00 p.m., June 26, 2023](#)

Add - Added Written Testimony.

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

- 6.a. [23-195](#) Work program for regional scenario planning as required by the new State Climate Friendly and Equitable Community rules.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

Welcoming and Livable Community.

Recommendation:

Information only.

Summary:

The City is required by new State rules to conduct regional scenario planning to reduce greenhouse gas emissions from light vehicle travel and to meet the State's climate pollution reduction targets. To start this work, the City is required to submit to the State by June 30, 2023, a work program that includes a scope of work, schedule, estimated budget, and proposed governance structure for how the regional partners will work together to conduct scenario planning.

Attachments: [Scenario Planning Work Program](#)
[Community Engagement Plan \(Exhibit A to Scenario Planning Work Program\)](#)
[Your Guide to Planning for Our Future, June 2023](#)

- 6.b. [23-225](#) Planning Administrator Decision - A new 16-unit multi-family housing development - Approved.

Urban Growth Preliminary Declaration / Class 3 Site Plan Review / Class 2 Adjustment / Class 2 Driveway Approach Permit / Class 1 Design Review Case No. UGA-SPR-ADJ-DAP-DR23-02 - Caleb Remington, Matthew Holstage, Sheila Dang, Marc Karam - 5534 Skyline Rd SE.

Ward(s): 7
 Councilor(s): Nordyke
 Neighborhood(s): Sunnyslope

Recommendation:

Information Only.

Attachments: [UGA-SPR-ADJ-DAP-DR23-02 Decision](#)

- 6.c. [23-241](#) Downtown On-Street Paid Parking Implementation Plan

Ward(s): Ward 1
 Councilor(s): Councilors - Stapleton
 Neighborhood(s): CANDO
 Result Area(s): Strong and Diverse Economy; Welcoming and Livable Community.

Recommendation:

Information Only

Summary:

Response to Mayor's motion of 2/27/2023 directing staff to return to Council with a plan to implement paid on-street parking in the downtown parking district and phase out the parking district tax.

- 6.d. [23-266](#) The City of Salem is partnering with the University of Oregon's Sustainable City Year Program for the 2023 - 2024 academic year to advance City Council and community priorities.

Ward(s): All Wards
 Councilor(s): All Councilors
 Neighborhood(s): All Neighborhoods
 Result Area(s): Result Areas - Good Governance; Natural Environment Stewardship; Safe Community; Safe, Reliable and Efficient Infrastructure; Strong and Diverse Economy; Welcoming and Livable Community.

Recommendation:

Information.

Summary:

The City of Salem will partner with the University of Oregon's Sustainable Cities Year Program for the 2023 - 2024 academic year to advance City Council and community priorities to include implementation of Climate Action Plan strategies, principles of equity, communications and civic engagement, housing production, active transportation and mobility, and furthering 2022 Community Safety and Livability Bond priorities.

Attachments: [City of Salem SCYP 2023-24 Contract.pdf](#)
[SCYP Salem 2010-11 Overview.pdf](#)

7. ORDINANCES

7.1 FIRST READING:

- 7.1a. [23-243](#) An Annexation of an approximately 4.21-acre territory located in the 4800 Block of Macleay Rd SE and Lands Adjacent.

Ward(s): 2
Councilor(s): Nishioka
Neighborhood(s): SEMCA
Result Area(s): Welcoming and Livable Community

Recommendation:

Advance Ordinance Bill No. 11-23, approving annexation, applying City zoning, and approving withdrawal from the Marion County Fire District #1 for a territory, in the 4800 Block of Macleay Rd SE and Lands Adjacent, to second reading for enactment.

Summary:

Annexation of an approximately 4.21-acre territory located in the 4800 Block of Macleay Rd SE and Lands Adjacent.

Attachments: [Vicinity Map](#)
[Ordinance Bill No 11-23](#)
[Territory Legal Description and Map](#)

- 7.1b. [23-248](#) First reading of Ordinance Bill No. 12-23, creating the Safe Salem employee-paid tax on wages earned within the City of Salem.

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:

Conduct a public hearing on July 10, 2023 concerning Ordinance Bill 12-23 creating an employee-paid payroll tax, and after the public hearing advance to second reading for enactment.

Summary:

Ordinance Bill 12-23 creates the Safe Salem employee-paid payroll tax on wages and net self-employment income earned within the City of Salem. The Safe Salem proposal taxes employee wages and net self-employment earnings. Those earning minimum wage are exempt from the tax; employees earning more than the minimum wage are taxed at a rate of 0.814 percent. The tax would only apply

on wages earned for work within the city limits. Revenue from the tax would be dedicated and used for community safety purposes and administration of the tax. If approved by Council, the proposal the tax would not take effect before July 1, 2024.

A public hearing on the Safe Salem Payroll Tax is scheduled for the July 10, 2023 City Council meeting.

Attachments: [Ordinance Bill 12-23 - Employee Paid Payroll Tax](#)

[Ordinance Bill 12-23, Exhibit A](#)

[Public Comments received by 12:00 p.m., June 21, 2023](#)

[Additional Public Comments received by 11:00 a.m., June 26, 2023.pdf](#)

[Additional Public Comments received by 5:00 p.m., June 26, 2023.pdf](#)

Revised - Ordinance Exhibit A was revised to reflect the correct version consistent with the information report presented to Council at the June 12, 2023 City Council meeting.

Add - Added Written Testimony.

7.2 SECOND READING:

7.2a. [23-254](#)

Revision to the Salem Revised Code Section 2.825 related to the Multiple Unit Housing Tax Incentive Program

Ward(s): Wards 1 & 2

Councilor(s): Stapleton and Nishioka

Neighborhood(s): CANDO, SESNA, NEN, SCAN, Highland

Result Area(s): Good Governance; Strong and Diverse Economy;

Welcoming and Livable Community

Recommendation:

Pass Ordinance Bill No. 10-23 to amend SRC 2.825 related to Multiple-Unit Housing Tax Incentive Program amending the requirements of the Program.

Summary:

As an incentive to create multiple-unit housing in the downtown core, the City of Salem offers an abatement of ad valorem taxes through its Multiple Unit Housing Tax Incentive Program (Program). In recent coordination with other taxing districts with which the City partners, there is a desire that future projects utilizing the Program include an affordable housing component. The proposed revisions will set requirements to which applicants must adhere to be considered for participation in the Program.

Attachments: [Ordinance 10-23](#)

[Exhibit A to Ordinance 10-23](#)

[Core Area Map](#)

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. [23-256](#) 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:

Creation of Employee Payroll Tax (Ordinance Bill No. 12-23)
Monday, July 10, 2023 at 6:00 p.m.

Appeal of a consolidated application for a Subdivision Tentative Plan, Urban Growth Area Preliminary Declaration, Class 3 Site Plan Review, four Class 2 Adjustments, and a Tree Regulation Variance for a proposed six-lot subdivision with development of a multi-family residential development of 436 units (Case No. SUB-UGA-SPR-ADJ-TRV-DR23-02). The property is located at the 2100 Block of Doaks Ferry Rd NW.
Monday, July 24, 2023 at 6:00 p.m.

SALEM HOUSING AUTHORITY PUBLIC HEARINGS:

URBAN RENEWAL AGENCY PUBLIC HEARINGS:

CITY COUNCIL WORK SESSIONS:

(Unless otherwise noted, work sessions are held in the Anderson Rooms at Salem Public Library, 585 Liberty St SE)

Policy Agenda Quarterly Update
Monday, July 17, 2023 at 6:00 p.m.

Sign Code Update (begins immediately following the Policy Agenda Quarterly Update)
Monday, July 17, 2023 at 6:00 p.m.

Urban Renewal Status Update
Monday, September 18, 2023 at 6:00 p.m.

BUDGET COMMITTEE MEETINGS

SCHEDULE OF NEIGHBORHOOD ASSOCIATION ANNUAL MEETINGS

Neighborhood - Annual Meeting Date - Time - Councilor

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: 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.

