



CITY OF SALEM

Meeting Agenda

City Council

555 Liberty St SE
Salem, OR 97301

Monday, November 27, 2017 6:00 PM Council Chambers

EXECUTIVE SESSION

City Council

5:30 p.m. - City Manager Conference Room

To conduct deliberations with persons designated by the governing body to negotiate 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. [17-546](#) Proclamation recognizing Willamette University's 175th Anniversary

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation:

Information Only.

Attachments: [Proclamation - Willamette University's 175th Anniversary.pdf](#)

1.3b. [17-561](#) Proclamation recognizing Giving Tuesday

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

Recommendation: Information Only.

Attachments: [Proclamation - Giving Tuesday](#)

1.4 PRESENTATIONS

1.4 a. Special Achievement Award in GIS - Daniel Henderson

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. [17-550](#) November 13, 2017 Draft City Council Work Session Minutes

Attachments: [11-13-17 Draft Council Work Session Minutes](#)

3.1b. [17-572](#) November 13, 2017 Draft City Council Minutes

Attachments: [11-13-17 Draft Council Minutes](#)

3.2 RESOLUTIONS

3.2a. [17-535](#) Intergovernmental Agreement with Mid-Willamette Valley Council of Governments Homelessness Program

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

Recommendation:

1. Authorize the City Manager to execute the Intergovernmental Agreement with the Mid-Willamette Valley Council of Governments to establish a regional homelessness program; and
2. Adopt Resolution No. 2017-47 to provide \$45,000 of appropriation authority in the FY 2017-18 budget for Salem's cost to support this program.

Attachments: [Intergovernmental Agreement with Mid-Willamette Valley Council of Governments](#)[Exhibit A to IGA - Mid-Willamette Homeless Initiative Strategic Plan](#)[Exhibit B to IGA - Program Coordinator Position Description](#)[Exhibit C to IGA - Program Coordinator Scope of Work](#)[2017-47 Resolution for MWVCOG Homeless Initiative.docx](#)[Resolution No. 2017-47, Exhibit A, Contingency Status.pdf](#)[Written Testimony - Commissioner Janet Carlson](#)*Add - Written Testimony***3.3 ACTION ITEMS**

- 3.3a.** [17-525](#) Reappointment of Noel Grefenson as Municipal Judge Pro Tempore

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation: Reappoint Noel Grefenson as a Municipal Judge Pro Tempore for the Salem Municipal Court for a two-year term.

Attachments: [Grefenson Resume 2017 101117.docx](#)

- 3.3b.** [17-548](#) Purchase and Sale Agreement with Suzanne M. Killegrew for surplus property located at 1890 Eola Drive NW.

Ward(s): 8

Councilor(s): Lewis

Neighborhood(s): WSNA

Recommendation: Authorize the City Manager to execute the attached Purchase and Sale Agreement with Suzanne M. Killegrew for surplus property located at 1890 Eola Drive NW.

Attachments: [Proposed Agreement](#)
[Easement 1890 Eola Drive NW](#)

- 3.3c.** [17-564](#) Amendment to the Intergovernmental Agreement with the Salem-Keizer School District for Resource Officer Services.

Recommendation: Authorize the City Manager to execute the attached amendment to the IGA with the District for police services within the District's schools through December 31, 2017.

Attachments: [Amendatory Agreement No.2](#)
[2016-17 amended Exhibit B](#)

- 3.3d.** [17-553](#) Chemeketa Parkade Retail Lease Amendments - Rudy's Steakhouse LLC

Ward(s): 1

Councilor(s): Kaser

Neighborhood(s): CANDO

Recommendation: Authorize the City Manager to execute the attached amendments to the leases with Rudy's Steakhouse LLC for property located at 315 and 350 Chemeketa Street NE.

Attachments: [Current Restaurant Lease](#)
[Current Banquet Lease](#)
[Proposed Restaurant Lease Amendment](#)
[Proposed Banquet Lease Amendment](#)

4. PUBLIC HEARINGS

- 4.a.** [17-551](#) Appeal of Planning Commission's decision approving Design Review/Conditional Use/Site Plan Review/Driveway Approach Permit Case No. DR/CU/SPR/DAP17-05 for property located at 3010 Silverton Road NE - 97301

Ward(s): Ward 5
Councilor(s): Ausec
Neighborhood(s): Lansing

Recommendation: Staff recommends that the City Council AMEND the September 21, 2017 Planning Commission's Decision.

Attachments: [Vicinity Map](#)
[Planning Commission Decision, Part 1](#)
[Planning Commission Decision, Part 2](#)
[Lansing Neighborhood Association Appeal Letter](#)
[Applicant's Illustration of Reduction in Units and Addition of Parking Spaces](#)
[Applicant's Illustration of Building Height and Setbacks](#)
[Written Testimony - Lansing Neighborhood Association](#)
[Applicant's Written Testimony](#)

Add - Written Testimony

- 4.b.** [17-559](#) Order for Council Review of Planning Administrator's decision affirming Phased Subdivision/Urban Growth Preliminary Declaration Case No. 17-08, 3906 Corredale Drive S

Ward(s): Ward 7
Councilor(s): Cook
Neighborhood(s): SWAN

Recommendation: Staff recommends that the City Council adopt the order to affirm the decision of the Planning Administrator for Phased Subdivision/Urban Growth Preliminary Declaration Case No. 17-08.

Attachments: [SUB-UGA17-08 Council Order](#)
[Attachment A- Planning Administrator's September 29, 2017 Findings](#)

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. [17-571](#) Donation of equipment to Salamanca 127 Volunteer Fire Brigade

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation: Information Only.

Attachments: [Acknowledgement for Donation of Fire Equipment - Peruvian Consul General.pdf](#)

- 5.b. [17-574](#) Motion from Councilor McCoid regarding funding for the 100-Day Challenge to address youth homelessness in Salem

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

- 6.a. [17-565](#) Planning Administrator's Decision - Partition - Approved - Fernando Chavez - 1515 Barnes Avenue SE - A tentative partition plan to divide approximately 0.69 acres into 3 parcels, with Parcel 1 consisting of 4390, Parcel 2 consisting of 5679 square feet and Parcel 3 consisting of 18,833 exclusive of the flag lot accessway. The existing single family residence would remain on Parcel 3.

Ward(s): 4

Councilor(s): McCoid

Neighborhood(s): South Gateway

Recommendation: Information Only.

Attachments: [Land Use Decision PAR17-04](#)

7. ORDINANCES

7.1 FIRST READING:

7.2 SECOND READING:

- 7.2a. [17-562](#) Petitioner-Initiated Annexation of Territory Located at 4932 Swegle

Road NE 97301 (Annexation Case No. C-721)

Ward(s): 6

Councilor(s): Hoy

Neighborhood(s): ELNA

Recommendation:

Conduct second reading of Ordinance Bill No. 24-17 annexing, applying the City of Salem RS (Single Family Residential) zone, and withdrawing from the Marion County Fire District #1 and the East Salem Sewer and Drainage District, for a 0.55-acre property located at 4932 Swegle Road NE.

Attachments: [Vicinity Map](#)

[Ordinance Bill No 24-17](#)

[Exhibit A - Territory Legal Description and 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.

FUTURE AGENDA ITEMS**To appear on the December 4, 2017 Agenda:**

- a. [17-558](#) Salem Revised Code - Recodification Project - Unified Development Code.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation: Conduct first reading of Ordinance Bill No. 26-17, which makes minor amendments and formatting changes to Title X of the Salem Revised Code, the Unified Development Code (UDC), and conduct a public hearing for the ordinance bill?

Attachments: [Ordinance Bill No. 26-17](#)

[Exhibit A - Part I - Title X UDC Recodification](#)

[Exhibit A - Part II - Title X UDC Recodification](#)

[Exhibit B - Supplemental Findings Ordinance Bill 26-17](#)

UPCOMING PUBLIC HEARINGS, AND WORK SESSIONS

- b. [17-557](#) PUBLIC HEARINGS - Held in the Council Chambers unless otherwise noted

City Council Review of the Planning Administrator's decision for Phased Subdivision / Class 2 Adjustment Case No. SUB-ADJ17-09 for property located at the 3700 and 3800 Blocks of Dogwood Drive S.

Monday, December 4, 2017 at 6:00 p.m.

NESCA-Lansing Neighborhood Plan

Monday, December 11, 2017 at 6:00 p.m.

Exemption from Competitive Bidding Requirement and Authorization of an Alternative Contracting Method for a Class of Public Improvement Contracts - Related to the New Public Safety Facility Project

Monday, December 11, 2017 at 6:00 p.m.

Recodification of the Unified Development Code

Monday, December 11, 2017 at 6:00 p.m.

WORK SESSIONS - Held in the Council Chambers unless otherwise noted

Council Policy Agenda

Tuesday, January 16, 2018 at 6:00 p.m.

BUDGET COMMITTEE MEETING - Held in the Council Chambers unless otherwise noted

Wednesday, December 13, 2017 at 6:00 p.m.

SCHEDULE OF NEIGHBORHOOD ASSOCIATION ANNUAL MEETINGS

Neighborhood - Annual Meeting Date - Councilor

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.

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.

