



CITY OF SALEM

555 Liberty St SE
Salem, OR 97301

Meeting Agenda

City Council

Monday, January 8, 2018

6:00 PM

Council Chambers

EXECUTIVE SESSION

City Council

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

Current or 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

Election of Council President

Add - Addition of Election of Council President under Opening Exercises.

1.1 APPROVAL OF ADDITIONS AND DELETIONS TO THE AGENDA

1.2 COUNCIL AND CITY MANAGER COMMENT

1.3 PROCLAMATIONS

1.3 a. [17-629](#) Proclamation recognizing Reverend Dr. Martin Luther King, Jr. Day

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation:

Information Only.

Attachments: [Proclamation -- MLK Day of Recognition.pdf](#)

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

3.1 a. [17-628](#) December 4, 2017 City Council Minutes

Attachments: [12-04-17 Draft Council Minutes](#)

3.1 b. [17-619](#) December 11, 2017 City Council Minutes

Attachments: [12-11-17 Draft Council Minutes](#)

3.2 RESOLUTIONS

3.2 a. [17-620](#) Initiating a Class 2 vacation of an alley at the site of the new Police Facility.

Ward(s):1
Councilor(s): Kaser
Neighborhood(s): CANDO

Recommendation: Adopt Resolution No. 2018-2 that initiates vacation of an alley at the site of the new Police Facility.

Attachments: [Resolution No. 2018-2](#)
[Exhibit A to Resolution No. 2018-2 - Legal Description and Map](#)
[Police Facility Conceptual Site Diagram](#)

3.2 b. [17-636](#) Amendments to the Water System Development Charges Eligible Project List

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

Recommendation: Adopt Resolution No. 2018-3 (Attachment 1) amending the Water System Development Charges Eligible Project List to specify eligibility of specific water mains.

Attachments: [Resolution No. 2018-3](#)[Amended Water System Project List](#)[Map - Burright Lane SE to 32nd Avenue SE](#)[Map - Whispering Heights Internal](#)[Map - Whispering Heights External](#)[Illahe Forest S-1 Area](#)[Written Testimony - Cornish 3.2b](#)*Add - Written Testimony***3.2 c. [17-640](#)**

Fees for property tax exemption program for non-profit low-income housing

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation:

Adopt Resolution No. 2018-1 to establish yearly application and inspection fees for the City's property tax exemption program for non-profit low-income housing.

Attachments: [Resolution No. 2018-1](#)**3.3 ACTION ITEMS****3.3 a. [17-624](#)**

Ratification of the Marion County Ambulance Service Area Franchise Agreement Renewal

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation:

Ratify the City Manager's execution of the Ambulance Service Area Franchise Agreement between the City of Salem and Marion County renewing the City's exclusive right and responsibility to provide ambulance services in Marion County from January 1, 2018 through December 31, 2023.

Attachments: [Marion County ASA #HE-1915-17](#)**3.3 b. [17-633](#)**

Appointment to the Salem Urban Development, Community Services and Housing Commission

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation:

Appoint Ron Hays to Salem Urban Development, Community Services and Housing Commission.

Attachments: [Ron Hays Application -- Redacted.pdf](#)**3.3 c. [17-637](#)**

Mid-Year Project Request for Water System Improvements on Country Club Drive S and Illahe Hill Road S

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

Recommendation: Authorize the creation of a new water project, "Water System Improvements on Country Club Drive S and Illahe Hill Road S-Developer Reimbursement," in the FY 2017-18 Extra Capacity Facilities Fund 260, funded with Water System Development Charges for construction of water system improvements that provide S-1 water service to the Illahe area.

Attachments: [Illahe Forest - Vincinity Map](#)
[Written Testimony - Cornish](#)

Add - Written Testimony

3.3 d. [17-641](#) Policy statements for 2018 Oregon Legislative Session

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

Recommendation: Approve the attached legislative policy statements as direction for staff to assign priority to legislative bills during the 2018 Oregon Legislative Session and authorize City Council's Legislative Committee to respond to bills outside the scope of the policy statements.

Attachments: [2018 Legislative Policy Statements](#)
[Written Testimony - Joslin](#)
[Written Testimony - Ellis](#)
[Written Testimony - Scheppke](#)

Add - Written Testimony

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)

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

6. a. [17-601](#) Purchases approved administratively - November 1, 2017, through November 30, 2017.

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

Neighborhood(s): All Neighborhoods

Recommendation:

Information only.

Attachments: [Purchases approved administratively November 2017](#)

6. b. [17-630](#)

Announcing appointments to the Human Rights and Relations Advisory Commission

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation:

Salem Revised Code Chapter 8 creates the Human Rights and Relations Advisory Commission. Appointments for the Commission are made by the Mayor. Mayor Bennett reviewed applications and now announces his appointment of the following four applicants to the Human Rights and Relations Advisory Commission:

* Joey Gomez will serve a partial term expiring on December 31, 2019.

* Eden Farias-Quintrell will serve a full term expiring on December 31, 2020.

* Derek Olson will serve a full term expiring on December 31, 2020.

* Renee Hk Leblond will serve a full term expiring on December 31, 2020.

While these appointments and reappointments are important to the ongoing viability of the Human Rights and Relations Advisory Committee, volunteer positions are almost always available on this and other Boards and Commissions. To learn of current opportunities, interested individuals may refer to the boards and commissions page on the City's website at <https://www.cityofsalem.net/boards-and-commissions>. Email inquiries may be sent to <mailto:boardsandcommissions@cityofsalem.net>.

Attachments: [Joey Gomez Application -- Redacted.docx](#)

[Eden Farias-Quintrell Application -- Redacted.docx](#)

[Derek Olson Application -- Redacted.docx](#)

[Renee M Hk Leblond Application -- Redacted.pdf](#)

6. c. [17-631](#)

Notice of Proposed Amendments to Administrative Rule 109-800-002 for Utility Billing

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation:

Information only.

Attachments: [Notice of Proposed Amendments - 109-800-002 Utility Billing](#)

[109-800-002 Utility Billing-Amended](#)

[109-800-002 Utility Billing-Strikethrough](#)

6. d. [18-3](#)

Urban Renewal Agency Financial Report

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

Recommendation:

Information Only

6. e. [18-4](#)

FY 2016-17 Financial Audit of the City of Salem, Oregon

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

Recommendation:

Information Only

6. f. [18-5](#)

Planning Administrator Decision - Subdivision / Class 1 Adjustment / Class 2 Adjustment Case No. SUB-ADJ17-11 - Jensen Consulting and Development (Don Jensen) - 500 to 600 Blocks of Salem Heights Avenue S - A consolidated application for the development of a 38-lot subdivision of property located in the 500 to 600 blocks of Salem Heights Avenue S.

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

Recommendation:

Information Only.

Attachments: [Land Use Decision SUB-ADJ17-11](#)

7. ORDINANCES

7.1 FIRST READING:

7.2 SECOND READING:

7.2 a. [17-621](#)

Property tax exemption for nonprofit owners of low-income housing

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

Recommendation:

Conduct a second reading of Ordinance Bill No. 29-17 which provides for a property tax exemption for nonprofit owners of low-income housing.

Attachments: [Ordinance Bill No. 29-17](#)

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.** [17-635](#) PUBLIC HEARINGS - Held in the Council Chambers unless otherwise noted
- Home/Community Development Block Grant (CDBG) Program Action Plan
Monday, April 9, 2018 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.
- Downtown Salem Streetscape Design Plan
Monday, May 21, 2018 at 6:00 p.m.
- BUDGET COMMITTEE MEETING - Held in the Council Chambers unless otherwise noted
- 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: 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.

