



# **CITY OF SALEM**

## **Meeting Agenda**

### **City Council**

555 Liberty St SE  
Salem, OR 97301

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**Monday, February 12, 2018**

**6:00 PM**

**Council Chambers**

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#### **EXECUTIVE SESSION**

**City Council**

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

**Labor Negotiations ORS 192.660(2)(d)**

**City Council**

**Immediately following session above - City Manager's Conference Room**

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

**Salem Housing Authority**

**Immediately following session above - 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**

**1.4 PRESENTATIONS**

**1.4 a. SOLVE'S Project Leader Award - Tibby Larson, Recipient**

**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.** [18-54](#) January 16, 2018 Draft City Council Work Session Minutes

**Title:** January 16, 2018 Draft City Council Work Session Minutes

**Attachments:** [1-16-18 Draft Council Work Session Minutes](#)

**3.1b.** [18-55](#) January 22, 2018 Draft City Council Minutes

**Title:** January 22, 2018 Draft City Council Minutes

**Attachments:** [1-22-18 Draft Council Minutes](#)

**3.2 RESOLUTIONS**

**3.2a.** [18-47](#) Property tax exemptions for qualifying non-profit, low-income housing

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Recommendation:** Adopt Resolution No. 2018-10 (Attachment 1) approving property tax exemptions for four low-income housing properties owned by nonprofit entities.

**Title:**

Property tax exemptions for qualifying non-profit, low-income housing

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Attachments:** [Resolution No. 2018-10](#)  
[2018-19 Program Applications](#)

**3.2b.** [18-53](#) Initiate adoption process for the West Salem Zone Code Clean-Up project

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Recommendation:**

Adopt Resolution No. 2018-13 to:

1. Initiate Comprehensive Plan Map amendments, Neighborhood Plan Map amendments, Zoning Map amendments, and Salem Revised Code amendments that streamline zone code provisions, allow a broader range of commercial and residential land uses, and apply more consistent design standards to enhance the character of the area, as proposed in the West Salem Zone Code Clean-Up project; and
2. Refer the matter to the Planning Commission for public hearing and recommendation.

**Title:**

Initiate adoption process for the West Salem Zone Code Clean-Up project

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Attachments:** [Resolution 2018-13](#)

[Exhibit 1: Map of Proposed Zones](#)

**3.2c. [18-36](#)**

Transfer of appropriation authority within the General Fund for Center 50+ security services

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Recommendation:**

Adopt Resolution 2018-9 to transfer \$28,000 of appropriation authority from General Fund, Non Departmental, contingencies to General Fund Recreation Services, materials and services, for the purpose of funding security officer services at Center 50+.

**Title:**

Transfer of appropriation authority within the General Fund for Center 50+ security services

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Attachments:** [Resolution No. 2018-9, Center 50+ Security Services](#)

[Resolution No. 2018-9, Exhibit A, Contingency Status](#)

**3.2d. [18-59](#)**

Transfer of appropriation authority in the General Fund for Priority Based Budgeting

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Recommendation:**

Adopt Resolution No. 2018-11 to transfer \$85,000 of appropriation authority from General Fund, Non Departmental, contingencies to General Fund, City Manager's Office, materials and services for Priority Based Budgeting.

**Title:**

Transfer of appropriation authority in the General Fund for Priority Based Budgeting

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Attachments:**

[Resolution No. 2018-11, Priority Based Budgeting](#)

[Resolution No. 2018-11, Exhibit A, Contingency Status](#)

**3.2e. [18-60](#)**

Transfer of appropriation authority in the General Fund for ICMA University consulting and peer assistance.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Recommendation:**

Adopt Resolution No. 2018-12 to transfer \$15,000 of appropriation authority from General Fund, Non Departmental, contingencies to General Fund, City Manager's Office, materials and services for the purpose of accessing ICMA University consulting and peer assistance.

**Title:**

Transfer of appropriation authority in the General Fund for ICMA University consulting and peer assistance.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Attachments:**

[Resolution No. 2018-12, ICMA University Capstone Program](#)

[Resolution No. 2018-12, Exhibit A, Contingency Status](#)

### 3.3 ACTION ITEMS

**3.3a. [18-30](#)**

Agreement with Oregon Environmental Council to commission art work for Salem's Public Art Collection

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Recommendation:**

Approve the donation agreement between the City of Salem and the Oregon Environmental Council to commission art work honoring Oregon's 1971 Bottle Bill?"

**Title:**

Agreement with Oregon Environmental Council to commission art

work for Salem's Public Art Collection

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Attachments:** [Donation Agreement Between City of Salem, Oregon, and the Oregon Environmental C](#)

**3.3b. [18-39](#)**

Intergovernmental Agreement with the Oregon Department of Transportation for winter storm maintenance of Center and Marion Street Bridges

Ward(s): 1

Councilor(s): Kaser

Neighborhood(s): CANDO, West Salem

**Recommendation:** Authorize the City Manager to execute Intergovernmental Agreement No. 32349 (Attachment 1) between the Oregon Department of Transportation and the City of Salem.

**Title:**

Intergovernmental Agreement with the Oregon Department of Transportation for winter storm maintenance of Center and Marion Street Bridges

Ward(s): 1

Councilor(s): Kaser

Neighborhood(s): CANDO, West Salem

**Attachments:** [ODOT IGA 32349 vsn2](#)

**3.3c. [18-44](#)**

Art work at the Salem Public Library and West Salem Branch of the Library

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Recommendation:** Authorize the City Manager to execute the attached amendment to an agreement between the City of Salem and the Salem Public Library Foundation for art work placed at the Salem Public Library and the West Salem Branch of the Library.

**Title:**

Art work at the Salem Public Library and West Salem Branch of the Library

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Attachments:** [Executed Agreement - Library Foundation City of Salem](#)  
[Amendment to Agreement relating to art work placed at the Salem Public Library and](#)

**3.3d. [18-49](#)**

Salem Electric Funding Incentives for the Streetlight Re-Lamping Project.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Recommendation:**

Authorize the City Manager to execute an Implementation Agreement with Salem Electric for funding incentives for the streetlight re-lamping project.

**Title:**

Salem Electric Funding Incentives for the Streetlight Re-Lamping Project.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Attachments:** [Attachment 1 - Salem Electric Agreement](#)

**3.3e. [18-62](#)**

Ambulance Service Area Mutual Aid Agreement

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Recommendation:**

Authorize the City Manager to sign the Mutual Aid Agreement between the City of Salem and the other ambulance service providers in Marion and adjoining counties.

**Title:**

Ambulance Service Area Mutual Aid Agreement

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Attachments:** [Mutual Aid Agreement 2018](#)

## 4. PUBLIC HEARINGS

**4.a. [18-52](#)**

Petitioner-Initiated Annexation of Territory Located at 5500 Block of Skyline Road S - 97306 (Annexation Case No. C-723)

Ward(s): 7

Councilor(s): Cook

Neighborhood(s): Sunnyslope

**Recommendation:**

1. Find that the Petitioners have signed a valid triple majority petition for annexation of the Territory, in conformance with Oregon Revised Statutes (ORS) Chapter 222;
2. Determine that the Petition satisfies the criteria of Salem Revised Code (SRC) 260.060(c) and adopt Order No. 2018-01-ANX (Attachment 2);
3. Apply the City of Salem RA (Residential Agriculture) zone to the Territory from Marion County UT-5 (Urban Transition 5 Acres); and
4. Withdraw the Territory from Salem Suburban Rural Fire Protection District.

**Title:**

Petitioner-Initiated Annexation of Territory Located at 5500 Block of Skyline Road S - 97306 (Annexation Case No. C-723)

Ward(s): 7

Councilor(s): Cook

Neighborhood(s): Sunnyslope

**Attachments:**

[Vicinity Map](#)

[Order No. 2018-01-ANX Adopting the Final Decision and Findings of Compliance](#)

[Public Works Department Parks Comments](#)

[Fire Department Comments](#)

[Public Works Department Development Services Division Comments](#)

[Finance Division Comments](#)

[Salem-Keizer School District Comments](#)

## **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. [18-48](#)**

Salem Center 50+ Advisory Commission Annual Report

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Recommendation:**

Information only.

**Title:**

Salem Center 50+ Advisory Commission Annual Report

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Attachments:** [Salem Center 50+ Advisory Commission Annual Report 2017](#)

**5.b. [18-79](#)**

Motion to Reconsider the approval of the formation of the Lone Oak Road Reimbursement District from Councilor Steve McCoid

Ward(s): Ward 4

Councilor(s): Councilor McCoid

Neighborhood(s): South Gateway Neighborhood Association

**Title:**

Motion to Reconsider the approval of the formation of the Lone Oak Road Reimbursement District from Councilor Steve McCoid

Ward(s): Ward 4

Councilor(s): Councilor McCoid

Neighborhood(s): South Gateway Neighborhood Association

**Attachments:** [Letter from South Gateway Neighborhood Association - Reconsideration of Lone Oak F](#)

*Add - Report Added.*

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

**6.a. [18-20](#)**

Purchases approved administratively - December 1, 2017, through December 31, 2017.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Recommendation:** Information only.

**Title:**

Purchases approved administratively - December 1, 2017 through December 31, 2017.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Attachments:** [Purchases approved administratively December 2017](#)

**6.b. [18-40](#)**

Planning Administrator Decision - Modification of Tentative Subdivision Plan Case No. SUB-UGA-ADJ16-03 - Pacific Northwest Land Company, LLC (Mark Vukanovich, Kristina Vukanovich) - 2960 Michigan City Lane NW - Modification of the approval of SUB-UGA-ADJ16-03 (the "Whispering Heights" phased subdivision) to reconfigure street grades of Michigan City Lane. The request is to review an alternative street standard for 12% grade for the centerline slope of Michigan City Lane to for approximately 350 feet,



where 8% grade is the maximum. The modification does not result in additional lots.

Ward(s): 8  
Councilor(s): Lewis  
Neighborhood(s): West Salem

**Recommendation:** Information Only.

**Title:**

Planning Administrator Decision - Modification of Tentative Subdivision Plan Case No. SUB-UGA-ADJ16-03 - Pacific Northwest Land Company, LLC (Mark Vukanovich, Kristina Vukanovich) - 2960 Michigan City Lane NW - Modification of the approval of SUB-UGA-ADJ16-03 (the "Whispering Heights" phased subdivision) to reconfigure street grades of Michigan City Lane. The request is to review an alternative street standard for 12% grade for the centerline slope of Michigan City Lane to for approximately 350 feet, where 8% grade is the maximum. The modification does not result in additional lots.

Ward(s): 8  
Councilor(s): Lewis  
Neighborhood(s): West Salem

**Attachments:** [Revised Land Use Decision SUB-UGA-ADJ16-03MOD1](#)

- 6.c.**     [18-46](#)     Center 50+ Advisory Commission Age-Friendly Initiative Update  
January 2018

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

**Recommendation:** Information only.

**Title:**

Center 50+ Advisory Commission Age-Friendly Initiative Update  
January 2018

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

- 6.d.**     [18-50](#)     Final evaluation of a railroad safety improvements public  
improvement contract exempted from competitive bid

Ward(s): Wards 1, 5  
Councilor(s): Kaser, Ausec  
Neighborhood(s): Grant, Highland, NEN, and Northgate

**Recommendation:** Information only.

**Title:**

Final evaluation of a railroad safety improvements public improvement contract exempted from competitive bid

Ward(s): Wards 1, 5

Councilor(s): Kaser, Ausec

Neighborhood(s): Grant, Highland, NEN, and Northgate

**Attachments:** [Attachment 1 - Final Report](#)

**6.e.** [18-64](#) Announcing 2018 City Council committee assignments

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Recommendation:** Information only.

**Title:**

Announcing 2018 City Council committee assignments

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Attachments:** [2018 City Council Committee Assignments](#)

**6.f.** [18-69](#) Legislative positions and priorities on active bills.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Recommendation:** Information only.

**Title:**

Legislative positions and priorities on active bills.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

## 7. ORDINANCES

### 7.1 FIRST READING:

**7.1a.** [18-45](#) Vacation of an alley at the site of the new Police Facility.

Ward(s): 1

Councilor(s): Kaser

Neighborhood(s): CANDO

**Recommendation:**

Conduct first reading of Ordinance Bill No. 1-18, which vacates an alley at the site of the new Police Facility, and schedule a public hearing to consider the ordinance bill.

**Title:**

Vacation of an alley at the site of the new Police Facility.

Ward(s):1

Councilor(s): Kaser

Neighborhood(s): CANDO

**Attachments:** [Ordinance Bill No. 1-18](#)

[Resolution No. 2018-2](#)

## **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](mailto: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. [18-57](#)**

PUBLIC HEARINGS - Held in the Council Chambers unless otherwise noted

2018 Community Development Block Grant and HOME Investment Partnership Program Action Plan  
Monday, April 9, 2018 at 6:00 p.m.

WORK SESSIONS - Held in the Council Chambers unless otherwise noted

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  
Northgate - March 13 - Ausec

**Title: PUBLIC HEARINGS - Held in the Council Chambers unless otherwise noted**

2018 Community Development Block Grant and HOME Investment Partnership Program Action Plan  
Monday, April 9, 2018 at 6:00 p.m.

**WORK SESSIONS - Held in the Council Chambers unless otherwise noted**

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**

Northgate - March 13 - Ausec

**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](mailto: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](mailto: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.

