



CITY OF SALEM

555 Liberty St SE
Salem, OR 97301

Meeting Agenda

City Council

Monday, February 26, 2018

6:00 PM

Council Chambers

PLANNING COMMISSION INTERVIEWS

5:15 p.m. - Council Chambers

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

1.4.a Energy Trust of Oregon - Presenting \$390,006 check to the City for its LED Streetlighting Project

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.** [18-92](#) February 12, 2018 Draft City Council Minutes

Attachments: [2-12-18 Draft Council Minutes](#)

3.2 RESOLUTIONS

- 3.2 a.** [18-94](#) 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. 2018-14 (Attachment 1) approving property tax exemptions for three low-income housing properties owned by nonprofit entities.

Attachments: [Resolution No. 2018-14](#)
[2018-19 Program Applications](#)
[Cornerstone Exemption Application](#)

3.3 ACTION ITEMS

- 3.3 a.** [18-25](#) Food for Fines Week

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

Recommendation: Authorize the Salem Public Library to hold a "Food for Fines Week" at the Main Library and West Salem Branch Library from Sunday, April 1, through Sunday, April 8, 2018, when food may be contributed to the Marion-Polk Food Share in exchange for forgiveness of fines for overdue library materials.

- 3.3 b.** [18-67](#) Intergovernmental Agreement with the Salem-Keizer School District for Police Services for the 2017-2018 School Year.

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

Recommendation: Authorize the City Manager to execute the attached IGA with the District and any amendments to the IGA in order to provide police services within the District's schools during the 2017-2018 school year.

Attachments: [SRO Salem PD 2017-2018 Attachment A](#)

3.3 c. [18-68](#)

Appointment of John T. Mercer as Municipal Judge Pro Tempore

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation:

Appoint John T. Mercer as a Municipal Judge Pro Tempore for the Salem Municipal Court for a two-year term.

Attachments:[John Mercer Resume.docx](#)**3.3 d. [18-73](#)**

Intergovernmental Agreement with Marion County for Asphalt Slurry Seal Surfacing on City Streets

Ward(s): 1, 3, 4, 7, and 8

Councilor(s): Kaser, Nanke, McCoid, Cook, and Lewis

Neighborhood(s): Croisan-Illahe, Faye Wright, Highland, South Gateway, and West Salem

Recommendation:

Authorize the City Manager to execute an Intergovernmental Agreement with Marion County for the design and construction of an asphalt slurry seal surfacing project on various City streets.

Attachments:[Attachment No 1 - Street List](#)[Attachment No 2 - Intergovernmental Agreement](#)**3.3 e. [18-83](#)**

2018 City Council Policy Agenda

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation:

Approve the 2018 City Council Policy Agenda

Attachments:[2018 City Council Policy Agenda](#)**4. PUBLIC HEARINGS****4. a. [18-71](#)**

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

Ward(s):1

Councilor(s): Kaser

Neighborhood(s): CANDO

Recommendation:

Approve the vacation of an alley at the site of the new Police Facility and advance Ordinance Bill No. 1-18 to second reading for enactment.

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

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. [18-89](#) Appointment to Planning Commission

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation: Vote by ballot to appoint one applicant to fill a partial-term vacancy expiring on December 31, 2020.

Attachments: [Application - David Barber \(Redacted\).pdf](#)
[Application - Michael Hughes \(Redacted\).pdf](#)
[Application - Chi Nguyen-Ventura \(Redacted\).pdf](#)
[Application - Jairus \(Jerry\) Watson \(Redacted\).pdf](#)

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

6. a. [18-28](#) Transportation planning in the area of the Croisan Scenic Trail.

Ward(s): 7

Councilor(s): Cook

Neighborhood(s): SWAN and Sunnyslope

Recommendation: Information only.

Attachments: [Croisan Scenic Way S, Bicycle Facilities in Southwest Salem Cemetery Trail Map](#)
[Letter of Intent to Negotiate, December 27, 2017](#)

6. b. [18-74](#) Planning Administrator Decision - Subdivision - Class 2 Adjustment - Class 2 Driveway Approach Permit Case No. SUB-ADJ-DAP17-12 - Approved - Brandon Fahlman and Whitney Fahlman - 4333 Liberty Road S - A subdivision to divide 0.99 acres into 5-lots ranging in size from approximately 4,910 square feet to 8,241 square feet, a Class 2 Driveway Approach Permit with three Class 2 Adjustments.

Ward(s): 7

Councilor(s): Cook

Neighborhood(s): Sunnyslope

Recommendation: Information Only.

Attachments: [Land Use Decision SUB-ADJ-DAP17-12](#)

6. c. [18-77](#) Hearings Officer Decision - Conditional Use / Quasi-Judicial Zone Change Case No. CU-ZC17-14 - Approved - Dan Clem for Union Gospel Mission of Salem - 700-800 Blocks of Commercial Street NE - A consolidated application for a Conditional Use Permit and Zone Change for the proposed relocation of the Union Gospel Mission (UGM) of Salem's men's shelter.

Ward(s): 1
Councilor(s): Kaser
Neighborhood(s): CAN-DO

Recommendation: Information Only.

Attachments: [Land Use Decision CU-ZC17-14](#)

[Appeal Letter CU-ZC17-14](#)

[Written Testimony 1](#)

[Written Testimony - Gaynair](#)

Add - Written Testimony.

6. d. [18-78](#) General obligation bond-funded project to renovate the Salem Public Library

Ward(s): All
Councilor(s): All
Neighborhood(s): All

6. e. [18-82](#) Recycling markets update and impacts to local recycling program

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

Recommendation: Information only

Attachments: [Recycling Tips Guide](#)

[DEQ Disposal Concurrences List](#)

[DEQ Concurrence Letter for Garten Services Inc.](#)

6. f. [18-84](#) Solid waste collection service and update.

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

Recommendation: Information only

Attachments: [Written Testimony - Kaltwasser](#)

Add - Written Testimony.

6. g. [18-86](#)

Planning Administrator Decision - Amendment to Urban Growth Area Preliminary Declaration Case No. SUB-UGA17-01MOD1 - Trademark Enterprises, LLC (Ryan L. Bloedel) - 3800 Block of Illahe Road S - A request for an amendment to a previously approved Urban Growth Preliminary Declaration, Case No. SUB-UGA17-01.

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

Recommendation: Information Only.

Attachments: [Land Use Decision SUB-UGA17-01MOD1](#)

6. h. [18-91](#)

Planning Administrator Decision - Partition Case No. PAR18-01 - Approved - Tony and Colleen Frazier - 447 Browning Avenue SE - A tentative partition plan to divide an approximate 0.42 acre unit of land into two parcels, approximately 6,836 square feet and 10,320 square feet in size.

Ward(s): 3
Councilor(s): Nanke
Neighborhood(s): Faye Wright

Recommendation: Information Only.

Attachments: [Land Use Decision PAR18-01](#)

6. i. [18-100](#)

Planning Administrator Decision - Amendment to Urban Growth Preliminary Declaration and Modification of the Tentative Subdivision Plan Approval for Case No. UGA07-05MOD1 and SUB08-04MOD1 - Garrett H. Berndt and Alice Berndt - 6617 Devon Avenue SE - A consolidated application to modify the urban growth preliminary declaration and subdivision approvals granted for the 38-lot Oak Ridge Estates subdivision.

Ward(s): 4
Councilor(s): McCoid
Neighborhood(s): South Gateway

Recommendation: Information Only.

Attachments: [Land Use Decision UGA07-05MOD1 & SUB08-04MOD1](#)

Add - Added Report.

7. ORDINANCES

7.1 FIRST READING:

7.1 a. [18-85](#)

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: Conduct first reading of Ordinance Bill No. 2-18 annexing, applying the City of Salem RA (Residential Agriculture) zone, and withdrawing from the Salem Suburban Rural Fire Protection District, for a 3.57-acre property located at 5500 Block of Skyline Road S.

Attachments: [Vicinity Map](#)
[Ordinance Bill No 2-18](#)
[Exhibit A - Territory Legal Description and Map](#)

Revised - Revised Ward, Councilor and Neighborhood information.

7.2 SECOND READING:

7.2 a. [18-70](#) Vacation of an alley at the site of the new Police Facility.

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

Recommendation: Conduct second reading of Ordinance Bill No. 1-18, which vacates an alley at the site of the new Police Facility.

Attachments: [Ordinance Bill No. 1-18](#)
[Vicinity 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. [18-80](#)

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.

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.

