



CITY OF SALEM

Meeting Agenda

City Council

555 Liberty St SE
Salem, OR 97301

Monday, April 22, 2019

6:00 PM

Council Chambers

EXECUTIVE SESSION

None.

WORK SESSION - 5:30 p.m. in the City Council Chambers

HOMELESSNESS: CONTINUUM OF CARE

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. [19-166](#) Proclamation recognizing Asian-Pacific American Heritage Month

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation: Information Only.

Attachments: [Proclamation - Asian-Pacific American Heritage Month](#)

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. [19-168](#) April 8, 2019 Draft City Council Minutes

Attachments: [4-8-19 Draft Council Minutes](#)

- 3.1b. [19-192](#) April 15, 2019 Draft City Council Work Session Minutes

Attachments: [4-15-19 Draft Council Work Session Minutes](#)

3.2 RESOLUTIONS

- 3.2a. [19-184](#) Transfer of appropriation for Salem Public Library technology improvements.

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods
Result Area(s): Welcoming and Livable Community.

Recommendation: Adopt Resolution 2019-11 transferring \$300,000 of appropriation from General Fund, Library, personal services to General Fund, Library, interfund transfers for the purpose of funding technology improvements at the Salem Public Library.

Attachments: [Resolution No. 2019-11](#)

- 3.2b. [19-189](#) A transfer of appropriation authority for the purpose of paying an appellate attorney fees award.

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods
Result Area(s): Good Governance.

Recommendation: Adopt Resolution 2019-12 transferring \$120,000 of appropriation authority from the General Fund, Non Departmental, contingency to General Fund, Non Departmental, materials and services for the purpose of paying an appellate attorney fees award.

Attachments: [Resolution No. 2019-12](#)

3.3 ACTION ITEMS

- 3.3a. [19-136](#) Readoption of utility assistance programs.

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

Neighborhood(s): All Neighborhoods

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

Recommendation:

Adopt Resolution 2019-5 amending the City's Utility Rate Relief Program for senior and disabled heads of household and readopting the Emergency Utility Assistance Program.

Attachments:

[Existing and Proposed Program Requirements](#)

[Resolution 2019-5](#)

[Exhibit A - Utility Rate Relief Program](#)

[Exhibit B - Emergency Utility Assistance Program](#)

[Written Testimony](#)

[Written Testimony 1](#)

Add - Written Testimony

3.3b. [19-188](#)

Priority bills for 2019 Legislative Session

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:

Approve the City of Salem's positions on the attached legislative bills active in the 2019 Oregon Legislative Session.

Attachments:

[Bills Reviewed by Legislative Committee - April 12, 2019](#)

[Legislative staff report on House Bill 2020 - April 1, 2019](#)

[2018-19 Legislative Policy Statements](#)

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. [19-140](#)

Congestion Relief Task Force Action Plan.

Ward(s): Wards 1 and 8

Councilor(s): Councilors Kaser and Lewis

Neighborhood(s): CANDO and West Salem Neighborhood Association

Result Area(s): Safe, Reliable, and Efficient Infrastructure; Strong and Diverse Economy; Welcoming and Livable Community.

Recommendation: Information only.

Attachments: [Att 1 - Report on Congestion Relief Task Force](#)

[Addendum A to Att 1 - SPRAB Action Sheet Musgrave.pdf](#)

[Addendum B to Att 1 - SPRAB Action Sheet Park+Walk.pdf](#)

[Addendum C to Att 1 - Parking Specific Concepts](#)

[Written Testimony](#)

Add - Written Testimony

6.b. [19-161](#)

Completion of transfer of real property between the City of Salem and Salem-Keizer School District 24J.

Ward(s): 1, 2, 3, 4, 5, 7, 8

Councilor(s): Kaser, Andersen, Nanke, Leung, Ausec, Cook, and Lewis

Neighborhood(s): Faye Wright, Grant, Highland, NEN, Northgate, SCAN, SESNA, South Gateway, Sunnyslope, West Salem

Result Area(s): Good Governance; Natural Environment Stewardship; Safe Community; Welcoming and Livable Community.

Recommendation: Information only.

Attachments: [Agreement](#)

[Property Transfer Summary](#)

6.c. [19-170](#)

Hearings Officer Decision - Validation of Units of Land Case No. VUL19-01 - Approved -Thomas B. Kay Co., LLC (Thomas B. Kay and Gail Jones) - 575 Salem Heights Ave S - A proposal to validate one land area that was created through a sale by deed in 2002.

Ward(s): 7

Councilor(s): Cook

Neighborhood(s): SWAN

Recommendation: Information Only.

Attachments: [Land Use Decision VUL19-01.pdf](#)

6.d. [19-171](#)

Hearings Officer Decision - Validation of Units of Land Case No. VUL19-02 - Approved - Randy Barna - 4700 Block of 32nd Ave SE - A proposal to validate one land area that was created through a sale by deed in 1994.

Ward(s): 3

Councilor(s): Nanke

Neighborhood(s): SEMCA

Recommendation:

Information Only.

Attachments: [Land Use Decision VUL19-02](#)

- 6.e. [19-181](#) Cyanotoxins Detection and Treatment Plan for Salem's water supply.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

Recommendation:

Information only. Staff will be prepared at the April 22 meeting to provide a brief presentation.

Attachments: [Geren Island Water System](#)

[Turner Water System](#)

- 6.f. [19-183](#) Purchases approved administratively from March 1, 2019 through March 31, 2019.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance

Recommendation:

Information only.

Attachments: [Purchases approved administratively March 2019](#)

- 6.g. [19-185](#) Planning Administrator Decision - Replat Case No. REP19-01 - Approved - Sara Samoylich and Vyacheslav Samoylich - 1790 and 1812 Barnes Ave SE - An application to reconfigure a common property line between two adjacent properties, resulting in approximately 18,754 square feet and 14,566 square feet in size. The existing homes on both lots will remain.

Ward(s): 4

Councilor(s): Leung

Neighborhood(s): South Gateway

Recommendation:

Information Only.

Attachments: [Land Use Decision REP19-01](#)

- 6.h. [19-187](#) Library Advisory Board Update Report
Ward(s): All
Councilor(s): All
Neighborhood(s): All
Service Area(s): Welcoming and Livable Community

ISSUE:

Library Advisory Board Update.

RECOMMENDATION:

Recommendation: Information Only.

Attachments: [Salem Public Library Collection Development Policy](#)

[Summary of Research and Staff Recommendation](#)

[Special Collections and Patron Usage](#)

[Summary of Survey and Listening Session](#)

[Works Cited](#)

[Condition guidelines](#)

[Salem Public Library's Core Collection FAQ](#)

[Information on New Collection Data](#)

[Five Things to Know about Salem Public Library's Collection Development](#)

[Decision Tracking](#)

[OLA OIF statement 2019](#)

[Requested Replacement Decision Tracking](#)

[Public Comment](#)

[Written Testimony](#)

Add - Written Testimony

7. ORDINANCES

7.1 FIRST READING:

7.1a. [19-178](#) Unified Development Code Update

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

Recommendation: Advance Ordinance Bill No. 6-19, amending the Unified Development Code and other chapters of the Salem Revised Code, to a public hearing and second reading.

Attachments: [Overview of Proposed Amendments](#)

[Ordinance Bill No. 6-19](#)

[Ordinance Bill No. 6-19 - Exhibit A](#)

[Ordinance 6-19 Exhibit B \(Findings\)](#)

[Planning Commission Recommendation \(March 5, 2019\)](#)

7.2 SECOND READING:

7.2a. [19-175](#)

North Gateway Urban Renewal Area Substantial Amendment

Ward(s): 5

Board Member(s): Ausec

Neighborhood(s): North Gate

Result Area(s): Strong and Diverse Economy; Welcoming and Livable Community; Safe, Reliable and Efficient Infrastructure

Recommendation:

Conduct a second reading of Ordinance Bill No. 4-19 adopting a Substantial Amendment to the North Gateway Urban Renewal Area.

Attachments: [Ordinance Bill No. 4-19](#)[Exhibit A - North Gateway URA Plan Amendment](#)[Exhibit B - North Gateway URA Report](#)[Salem Planning Commission Recommendation](#)**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. [19-182](#)

CITY COUNCIL PUBLIC HEARINGS

Held in the Council Chambers unless otherwise noted

Proposed Amendments Updating the City's Unified Development Code (UDC)

Monday, May 13, 2019 at 6:00 p.m.

SALEM HOUSING AUTHORITY PUBLIC HEARINGS

URBAN RENEWAL AGENCY PUBLIC HEARINGS

WORK SESSIONS Held in the Anderson Rooms at the Salem Public Library, 585 Liberty Street SE, unless otherwise noted

BUDGET COMMITTEE MEETINGS

Held in the Council Chambers unless otherwise noted

Review Proposed FY 2019-20 Budget

Wednesday, April 24, 2019 at 6:00 p.m.

Public Hearing: Capital Improvement

Wednesday, April. 24, 2019 at 6:00 p.m.

Review Proposed FY 2019-20 Budget

Wednesday, May 1, 2019 at 6:00 p.m.

Public Hearing: State Revenue Sharing

Wednesday, May 1, 2019 at 6:00 p.m.

Recommend FY 2019-20 Budget to City Council

Wednesday, May 8, 2019 at 6:00 p.m.

SCHEDULE OF NEIGHBORHOOD ASSOCIATION ANNUAL MEETINGS

Neighborhood - Annual Meeting Date - Councilor

Lansing - April 23 - 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](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: 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.

