



CITY OF SALEM

Meeting Agenda

City Council

555 Liberty St SE
Salem, OR 97301

Monday, June 10, 2019

6:00 PM

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

1.3a. [19-239](#) Proclamation recognizing Salem Alley Days

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): Neighborhoods

Recommendation: Information Only.

Attachments: [Proclamation - Salem Alley Days](#)

1.3b. [19-259](#) Proclamation recognizing Salem Brewery District

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation: Information Only.

Attachments: [Proclamation - Salem Brewery District](#)

- 1.3c.** [19-268](#) Proclamation recognizing Pride Month

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

Recommendation: Information Only.

Attachments: [Proclamation - Pride 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.** [19-273](#) May 28, 2019 Draft City Council Minutes

Attachments: [5-28-19 Draft Council Minutes](#)

3.2 RESOLUTIONS

- 3.2a.** [19-240](#) Proposed FY 2020 Master Fee Schedule

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

Recommendation: Adopt Resolution No. 2019-4, setting fees and charges for the City of Salem as set forth in Exhibit A to Resolution 2019-4.

Attachments: [Resolution 2019-4](#)
[Resolution 2019-4, Exhibit A Proposed FY 2020 Master Fee Schedule](#)

- 3.2b.** [19-248](#) Support for Establishing a Continuum of Care for the Mid-Willamette Region

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

Result Area(s): Strong and Diverse Economy; Welcoming and Livable Community.

Recommendation:

Adopt Resolution No. 2019-17 supporting withdrawal from the Rural Oregon Continuum of Care and establishing a Regional Continuum of Care for the Mid-Willamette Region.

Attachments: [Resolution No. 2019-17](#)

[Continuum of Care Analysis](#)

3.2c. [19-255](#)

Support for federal funding for programs that prevent and reduce homelessness

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Strong and Diverse Economy; Welcoming and Livable Community.

Recommendation:

Adopt Resolution No. 2019-18 (Attachment 1) supporting full funding for federal programs that provide critical services and housing that prevent and reduce homelessness and communicate City's position to Senators Wyden and Merkley and Congressman Schrader.

Attachments: [Resolution No. 2019-18](#)

3.3 ACTION ITEMS

3.3a. [19-241](#)

Intergovernmental Agreement with the Salem-Keizer School District for Police Services for the 2019-2020 School Year.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Safe Community.

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 2019-20 school year.

Attachments: [IGA City of Salem](#) [SKSD for Police Services](#)

3.3b. [19-243](#)

Agreement with the Rotary Club of Salem for constructing a new performance facility at Riverfront Park.

Ward(s): Ward 1

Councilor(s): Kaser

Neighborhood(s): CANDO

Result Area(s): Welcoming and Livable Community

Recommendation:

Authorize the City Manager to execute the attached ground lease agreement with the Rotary Club of Salem for constructing a new performance facility at Riverfront Park.

Attachments: [Excerpt from 2018 Salem Riverfront Park Master Plan](#)
[Draft Rendering of The Gerry Frank-Salem Rotary Amphitheater](#)
[Proposed Ground Lease Agreement](#)

3.3c. [19-250](#) First phase of the Our Salem project

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods
Result Area(s): All Result Areas

Recommendation: Direct staff to proceed with the next phase of the Our Salem project, including community visioning and updating the Comprehensive Plan.

Attachments: [Our Salem Report Card](#)
[Community Greenhouse Gas Inventory](#)
[Willamette University Report: Prioritizing Equity and Inclusion](#)

3.3d. [19-252](#) Reappointment of David Hittle as Municipal Court Judge Pro Tempore

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods
Result Area(s): Safe Community

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

Attachments: [Hittle Resume](#)

3.3e. [19-253](#) Reappointment of Ronald Hellewell as Municipal Court Judge Pro Tempore

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods
Result Area(s): Safe Community

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

Attachments: [Hellewell Resume](#)

3.3f. [19-254](#) Intergovernmental Agreement with Marion County for Communication and Dispatch Services for the 2019 St. Paul Rodeo

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods
Result Area(s): Safe Community

Recommendation:

Authorize the City Manager to execute an IGA with Marion County for communication and dispatch services for the 2019 St. Paul Rodeo.

Attachments: [Attachment 1 - 2019 St Paul Rodeo Assist IGA WVCC](#)**3.3g. [19-258](#)**

Federal transportation funding allocated by the Salem-Keizer Area Transportation Study

Ward(s): 1, 2, 3, 5, 6, 8

Councilor(s): Kaser, Andersen, Nanke, Ausec, Hoy, Lewis

Neighborhood(s): SESNA, NOLA, ELNA, NESCA, Highland, NEN, Morningside, Faye-Wright, West Salem, Grant

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

Recommendation:

Authorize the City Manager to submit applications for federal transportation funding, allocated by the Salem-Keizer Area Transportation Study, for five projects, listed in priority order:

1. McGilchrist Street SE - 22nd Street SE Phase
2. Pedestrian Safety Improved Crossings
3. Commercial Street SE, Vista Avenue SE to Ratcliff Drive SE Pedestrian Safety
4. Orchard Heights Road NW Pedestrian Safety
5. Broadway Street NE at Hood Street NE Intersection Improvement

Attachments: [McGilchrist Street SE - 22nd Street SE Phase](#)

[Pedestrian Safety Improved Crossings](#)

[Commercial Street SE, Vista Avenue SE to Ratcliff Drive SE Pedestrian Safety](#)

[Orchard Heights Road NW Pedestrian Safety](#)

[Broadway Street NE at Hood Street NE Intersection Improvement](#)

3.3h. [19-277](#)

Collective Bargaining Agreement between the City and 911 Professional Communications Employees' Association (PCEA)

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

ISSUE:

Shall City Council approve a three-year collective bargaining agreement between the City and 911 Professional Communications Employees' Association (PCEA) for a period from July 1, 2019, through June 30, 2022?

RECOMMENDATION:

Recommendation:

Approve a three-year collective bargaining agreement between the City and 911 Professional Communications Employees' Association (PCEA) for a period from July 1, 2019, through June 30, 2022.

4. PUBLIC HEARINGS**4.a.** [19-269](#) Council Deliberations Only - 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: Engross Ordinance Bill No. 6-19, amending the Unified Development Code and other chapters of the Salem Revised Code, and advance it to second reading as engrossed.

Attachments: [Recommended Further Additional Revisions to Ordinance](#)
[First Set of Recommended Revisions to Ordinance \(From 5-13-2019 Council Hearing\)](#)
[Code Graphics Recommended to be Included in Ordinance \(From 5-13-19 Council Hearing\)](#)
[Overview of Proposed Amendments](#)
[Ordinance Bill No. 6-19](#)
[Ordinance Bill No. 6-19 - Exhibit A](#)
[Ordinance Bill No. 6-19 - Exhibit B \(Findings\)](#)
[Planning Commission Recommendation \(March 5, 2019\)](#)
[Public Comments Received 5-2-19](#)
[Public Comments Received by 3-30 p.m. 5-13-19](#)

4.b. [19-245](#) Public hearing on State Revenue Sharing funds.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Safe Community

Recommendation: Hold a public hearing on the proposed uses of state revenue sharing funds and adopt Resolution No. 2019-14 electing to receive a share of certain revenues from the State of Oregon general fund.

Attachments: [Resolution No 2019-14, State Revenue Sharing](#)

4.c. [19-246](#) Public hearing on FY 2020 City of Salem budget.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

Recommendation:

Hold a public hearing on the Budget Committee recommended FY 2020 City of Salem budget and direct staff to return on June 24, 2019 with a resolution to adopt the FY 2020 City of Salem budget.

Attachments:

[Recommended FY 2020 City of Salem Budget](#)

[City of Salem Budget Supplemental Report](#)

[Public Comment received through 6-5-19.](#)

[Additional Public Comments received by 3:30 pm 6-10-19.](#)

Add - Written Testimony.

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. [19-231](#)

Safer Crossings Program

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

Recommendation:

Information only.

Attachments:

[Safer Crossings Program Summary Report, May 24, 2019.pdf](#)

[Safer Crossings Program -- Initial List of Ranked Crossing Locations, May 24, 2019](#)

6.b. [19-242](#)

Salem Main Street Association: Salem Alley Days

Ward(s): Ward 1

Councilor(s): Councilor Kaser

Neighborhood(s): CANDO,

Result Area(s): Welcoming and Livable Community.

Recommendation:

Information Only

Attachments:

[Historic Research -Alley Name Alternatives](#)

[HLC Letter of Support](#)

[SMSA Flier](#)

[Proclamation - Salem Alley Days](#)

6.c. [19-249](#)

Planning Commission Decision - Comprehensive Plan Map Change / Neighborhood Plan Change / Zone Change Case No.

CPC-NPC-ZC19-04 - Approved - 865 Hawthorne Avenue SE - PJS Land Development, LLC (Steven Freeburg) - An application to change the Comprehensive Plan Map designation from "Industrial" to "Commercial," the Neighborhood Plan Designation from "Industrial" to "Commercial" to change the zoning from IP (Industrial Park) to CR (Retail Commercial) for property approximately 7.19 acres in size, zoned IP (Industrial Park), and located at 865 Hawthorne Avenue SE.

Ward(s): 2
Councilor(s): Andersen
Neighborhood(s): SESNA

Recommendation: Information Only.

Attachments: [Land Use Decision CPC-NPC-ZC19-04](#)

- 6.d. [19-256](#) Planning Administrator Decision - Class 2 Wireless Communication Facility Siting Permit Case No. WS219-01 - Approved - Jonathan Baker of Mastec Network Solutions on behalf of New Cingular Wireless PCS, LLC (AT&T Mobility Corporation and CT Corporation System) - 1328 Glacier View St SE - A proposal to replace an existing light pole with a light pole with a top-mounted antenna and internally mounted equipment for wireless communications.

Ward(s): Ward 3
Councilor(s): Nanke
Neighborhood(s): SEMCA

Recommendation: Information Only.

Attachments: [Land Use Decision WS219-01](#)

- 6.e. [19-257](#) Planning Administrator Decision - Subdivision / Urban Growth Preliminary Declaration Case No. SUB-UGA19-04 - 5500 Skyline Road S - Willamette Engineering, Inc. on behalf of Pacific National Development, Inc. (Serge Serdsev) - Approved - A tentative subdivision plan and urban growth preliminary declaration to divide approximately 4.2 acres into 22 lots ranging in size from 4,000 square feet to 19,403 square feet located at the 5500 Block of Skyline Road S.

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

Recommendation: Information Only.

Attachments: [SUB-UGA19-04 Decision](#)

- 6.f. [19-265](#) Hearings Officer Decision - Conditional Use, Partition, Urban Growth

Preliminary Declaration, Site Plan Review, Adjustment, Driveway Approach Permit Case No. CU-PAR-UGA-SPR-ADJ-DAP19-01 - Approved - Blake Bural of AC+CO on behalf of Jon Taylor of Valley Roofing - 4910 Turner Rd SE - A conditional use, partition, urban growth area preliminary declaration, site plan review, adjustment and driveway approach permit application to create two parcels, construct two new buildings, vehicle use area, and gravel storage area for a contractor's office.

Ward(s): Ward 3

Councilor(s): Nanke

Neighborhood(s): SEMCA

Recommendation:

Information Only.

Attachments: [Land Use Decision CU-PAR-UGA-SPR-ADJ-DAP19-01](#)

6.g. [19-271](#)

Hearings Officer Decision - Validation of Units of Land Case No. VUL19-05 - Approved - Dogwood Heights, LLC (Eric Jensen) - 3800 Block of Dogwood Drive S - A proposal to lawfully establish a unit of land that was created by sale through the recording of a deed in 1983.

Ward(s): Ward 7

Councilor(s): Cook

Neighborhood(s): SWAN

Recommendation:

Information Only.

Attachments: [Land Use Decision VUL19-05](#)

6.h. [19-272](#)

Planning Administrator Decision - Property Line Adjustment / Modification of Phased Subdivision / Class 2 Adjustment Case No. PLA-SUB-ADJ17-09MOD2 - Approved - 3700 and 3800 Blocks of Dogwood Drive S - Dogwood Heights, LLC (Eric Jensen) - An application to modify phases 2, 3, and 4 of the approved Dogwood Heights subdivision by removing approximately 4.25 acres of land from within phases 3 and 4 of the subdivision in order for it to be sold to the City for park land and correspondingly reconfiguring the lot and street layout within these phases. As a result, the modification reduces the overall number of lots proposed within the subdivision; results in fewer lots, that are larger in size, within phase 4 where topography of the property is the steepest; reduces the amount of paving necessary for street, street intersection, and flag lot accessway improvements, thereby resulting in less disturbance to the topography of the property; and results in greater overall tree preservation on the property due to approximately 4.25 acres of the site being removed from the subdivision in order to be used as park land instead of being

developed for individual home sites.

Ward(s): 7

Councilor(s): Cook

Neighborhood(s): SWAN

Recommendation:

Information Only.

Attachments: [Land Use Decision PLA-SUB-ADJ17-09MOD2](#)

7. ORDINANCES

7.1 FIRST READING:

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 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. [19-261](#)****CITY COUNCIL PUBLIC HEARINGS**

Held in the Council Chambers unless otherwise noted

Petitioner-Initiated Annexation of Territory Located in the 4700 Block of Lancaster Drive NE (Annexation Case No. C-727)

Monday, June 24, 2019 at 6:00 p.m.

Petitioner-Initiated Annexation of Territory Located at 1235 Hoffman Road NE (Annexation Case No. C-732)

Monday, June 24, 2019 at 6:00 p.m.

City Council review of the Planning Administrator's Decision approving a Tentative Subdivision Review with a Class 2 Adjustment application for Permit Case No. SUB-ADJ19-03 for property located at the 600 Block of Mildred Lane SE

Monday, June 24, 2019 at 6:00 p.m.

City Council review of the Planning Commission's Decision approving a Comprehensive Plan Map Change and Zone Change Case No. CPC-ZC19-03 for a 15.8 acre property located at 5871 Liberty Road S from "Developing Residential" with RA (Residential Agriculture) zoning to "Multifamily Residential" with RM-2 (Multiple Family Residential) zoning

Monday, July 8, 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

New Revenue Sources for the General Fund

Monday, June 17, 2019 at 6:00 p.m.

BUDGET COMMITTEE MEETINGS

Held in the Council Chambers unless otherwise noted

SCHEDULE OF NEIGHBORHOOD ASSOCIATION ANNUAL MEETINGS

Neighborhood - Annual Meeting Date - Councilor

SCAN - June 12 - Andersen, Cook

Faye Wright - July 11 - Nanke, Cook

Northgate - September 19 - 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.

