



CITY OF SALEM

Meeting Agenda

City Council

555 Liberty St SE
Salem, OR 97301

Monday, June 22, 2020

6:00 PM

Virtual Meeting

****Due to the COVID-19 Pandemic, this meeting is being conducted virtually, with remote attendance by the governing body. No in-person attendance is possible. Interested persons may attend the meeting online at City of Salem Facebook, CCTVSalem You Tube Channel, or watch on Comcast Cable CCTV Channel 21. Please submit comments on agenda items by 5:00 p.m., or earlier, on the day of the meeting at cityrecorder@cityofsalem.net. Public comment and testimony may also be provided during the meeting via Zoom at this link: <https://www.cityofsalem.net/Pages/Public-Comment-at-Salem-City-Council-Meeting.aspx>**

EXECUTIVE SESSION

City Council
5:30 p.m. - Virtual Meeting
ORS 192.660(2)(e) Real Property Transactions

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. [20-240](#) Proclamation of the Mayor and Canvass of Votes from the Primary Election on May 19, 2020

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

Attachments: [Proclamation of the Mayor](#)
[Canvass of Votes](#)

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. [20-241](#) June 8, 2020 Draft City Council Minutes

Attachments: [6-8-20 Draft Council Minutes](#)

3.2 RESOLUTIONS

3.2a. [20-202](#) Proposed FY 2021 Master Fee Schedule

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

Recommendation: Adopt Resolution No. 2020-26, setting fees and charges for the City of Salem as set forth in Exhibit A to Resolution No. 2020-26.

Attachments: [Resolution No. 2020-26](#)
[Resolution No. 2020-26, Exhibit A Proposed FY 2021 Master Fee Schedule](#)
[Summary of Fee Changes](#)
[Planning Division Fee Increases for Cost Recovery](#)

3.2b. [20-219](#) Re-designate the City of Salem Enterprise Zone and Electronic Commerce Zone

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

Result Area(s): Strong and Diverse Economy

Recommendation:

Adopt Resolution No. 2020-28 (Attachment 1, 2, & 3) authorizing the City Manager to apply to the Oregon Business Development Department to re-designate the Salem Enterprise Zone and electronic commerce zone.

Attachments: [Resolution No. 2020-28](#)

[Exhibit A - Salem E Zone Legal Description](#)

[Exhibit B - Salem E Zone Map](#)

[Enterprise Zone Flyer](#)

[SEDCOR Letter of Support](#)

3.2c. [20-228](#)

Adopting the Downtown Parking District FY 2020-21 budget and setting the parking tax

Ward(s): 1

Councilor(s): Kaser

Neighborhood(s): CANDO

Result Area(s): Good Governance

Recommendation:

Adopt Resolution No. 2020-29 (Attachment 1) adopting the FY 2020-21 budget and setting the business-paid parking tax for the Downtown Parking District.

Attachments: [Resolution No. 2020-29](#)

[Exhibit A](#)

3.2d. [20-235](#)

State shared revenues

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance

Recommendation:

Adopt Resolution No. 2020-30, certifying that the City of Salem provides certain municipal services to receive state shared revenues in FY 2021.

Attachments: [Resolution 2020-30](#)

3.2e. [20-236](#)

Adoption of the FY 2021 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:

Adopt Resolution No. 2020-31 adopting the FY 2021 City of Salem budget.

Attachments: [Resolution 2020-31](#)
[Resolution 2020-31, Exhibit A](#)
[City of Salem FY 2021 City Council Amendments Summary](#)
[City of Salem FY 2020 Carryovers for the FY 2020 Budget, General Fund](#)
[City of Salem FY 2020 Carryovers for the FY 2020 Budget, All Other City Funds](#)
[Cultural Tourism Fund Adjustments](#)
[Public Comments Received through 6.16.2020 8.45AM](#)
[Public Comments 1](#)
[Public Comments 2](#)
[Public Comments 3](#)
[Public Comments 4](#)
[Public Comments 5](#)
[Public Comment 6](#)

Add - Written Testimony

3.3 ACTION ITEMS

- 3.3a.** [20-85](#) Amendment to the Intergovernmental Agreement with the State of Oregon, Office of the Fire Marshal for Use of Firefighting Foam Trailer.

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

Recommendation: Authorize the City Manager to execute Amendment #1 to the Intergovernmental Agreement with the State of Oregon, Office of the State Fire Marshal for the use of one Union Pacific owned firefighting foam trailer.

Attachments: [IGA-436-16 Amdment #1](#)
[IGA-436-16](#)

- 3.3b.** [20-207](#) Amendment to Purchase and Sale Agreement with the State of Oregon for acquisition of property located at the former Oregon State Hospital site

Ward(s): 2
Councilor(s): Andersen
Neighborhood(s): NEN, NESCA
Result Area(s): Environment Stewardship; Welcoming and Livable Community.

Recommendation: Authorize the City Manager to execute the attached amendment to the Purchase and Sale Agreement with the State of Oregon.

Attachments: [Agreement](#)
[Amendment](#)

- 3.3c.** [20-208](#) Purchase and Sale Agreement for acquisition of property at 3821 Ibex Street NE adjacent to Fisher Road Park

Ward(s): 5
Councilor(s): Ausec
Neighborhood(s): Northgate
Result Area(s): Natural Environment Stewardship; Welcoming and Livable Community.

Recommendation: Authorize the City Manager to execute the attached Purchase and Sale Agreement with the Schmidt Living Trust for acquisition of real property located at 3821 Ibex Street NE.

Attachments: [Agreement](#)

- 3.3d.** [20-225](#) Use of Riverfront-Downtown Urban Renewal Area Funds for Union Street Bicycle Friendly Improvements

Ward(s): 1
Councilor(s): Kaser
Neighborhood(s): CANDO
Result Area(s): Result Areas Safe, Reliable and Efficient Infrastructure

Recommendation: Authorize the City Manager to execute the attached grant agreement to receive \$1,500,000 of committed Riverfront-Downtown Urban Renewal Area funding for the Union Street Bicycle Friendly Improvements project.

Attachments: [Grant Agreement for Union Street Improvements](#)
[Written Testimony 1](#)

Add - Written Testimony

- 3.3f.** [20-230](#) Approve the award of City General Fund COVID relief grants

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

Recommendation: Approve the award of City General Fund COVID relief grants.

- 3.3g.** [20-238](#) Capital Improvement Plan for FY 2021 through FY 2025

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: Adopt the Capital Improvement Plan for FY 2021 through FY 2025 as recommended by the Budget Committee.

Attachments: [Recommended Capital Improvement Plan for FY 2021 through 2025](#)

3.3h. [20-239](#) Cultural & Tourism Promotion Advisory Board Budget Update and Recommendations

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods
Result Area(s): Good Governance; Strong and Diverse Economy; Welcoming and Livable Community.

Recommendation: Approve the CTPAB's Recommendations to offset potential revenue shortfalls to the Tourism Occupancy Tax (TOT) fund.

Attachments: [Attachment A - CTPAB TOT Fund COVID-19 Impact Report](#)

[Attachment B - Travel Salem TOT Projection](#)

[Attachment C - CTPAB Recommendations](#)

[Written Testimony 1](#)

Add - Written Testimony

3.3i. [20-246](#) Recommended appointments, reappointments, and interviews to the Citizen Budget Committee, Downtown Advisory Board, Salem Cultural and Tourism Promotion Advisory Board, Salem Hospital Facility Authority Board, Salem Parks and Recreation Advisory Board, Salem Planning Commission, Salem Public Art Commission, and Salem Public Library Advisory Board.

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

Recommendation: Appoint, reappoint, and interview the applicants listed in the Facts and Findings section to the Citizen Budget Committee, Downtown Advisory Board, Salem Cultural and Tourism Promotion Advisory Board, Salem Hospital Facility Authority Board, Salem Parks and Recreation Advisory Board, Salem Planning Commission, Salem Public Art Commission, and Salem Public Library Advisory Board.

Attachments: [Charles Weathers Application Redacted](#)
[Felipe Gonzales Application Redacted](#)
[Keith Norris Application Redacted](#)
[Dan Augustyn Application Redacted](#)
[Jordan Truitt Application Redacted](#)
[Spencer Emerick Application Redacted](#)

4. PUBLIC HEARINGS

- 4.a. [20-203](#) Public Hearing for 2020-2024 Consolidated Plan, Analysis of Impediments to Fair Housing Choice, and 2020-2021 Annual Action Plan

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 the 2020-2024 Consolidated Plan (Attachment 1), Analysis of Impediments to Fair Housing Choice (Attachment 2), the 2020-2021 Annual Action Plan (Attachment 3), Amend the 2019 Annual Action Plan (Attachment 4), and direct staff to submit the documents and required forms to the U.S. Department of Housing and Urban Development (HUD).

Attachments: [2020-2024 Consolidated Plan](#)
[Analysis of Impediments to Fair Housing Choice](#)
[2020-2021 Annual action Plan](#)
[Amendment of 2019 Annual Action Plan](#)
[Public Hearing PowerPoint Presentation](#)
[Public Comments and Responses](#)
[Grant Neighborhood Response](#)
[Written Testimony 2](#)

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)

- 5.a. [20-248](#) Motion from Councilor Tom Andersen regarding a work session to consider the City's agreement with the Salem Keizer School District for School Resource Officers

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

Attachments: [Written Testimony 1](#)

Add - Written Testimony

- 5.b.** [20-249](#) Motion from Councilor Tom Andersen regarding a work session to discuss the use of City funds for non-criminal matters that are currently handled by the Police Department.

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

Attachments: [Written Testimony 1](#)

Add - Written Testimony

- 5.c.** [20-250](#) Motion from Councilor Vanessa Nordyke regarding a performance audit for the Salem Police Department

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

Attachments: [Written Testimony 1](#)

Add - Written Testimony

- 5.d.** [20-251](#) Motion from Councilor Jackie Leung regarding implementing 8CANTWAIT guidelines for police.

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

Attachments: [Written Testimony 1](#)

Add - Written Testimony

- 5.e.** [20-254](#) Motion from Councilor Jackie Leung regarding the creation of a community commission or equivalent to host community conversations (in person and electronically, practicing proper public health and safety state guidelines for social distancing) to discuss the use of Salem police as school resource officers in the Salem Keizer School District.

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

Attachments: [Written Testimony 1](#)

Add - Written Testimony

5.f. [20-252](#)

Extension of the declaration of state of emergency related to the COVID-19 Pandemic

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance; Safe Community;

Recommendation:

Adopt resolution no. 2020-32, extending the declaration of a state of emergency within the city of Salem related to the COVID-19 Pandemic through August 31, 2020.

Attachments: [Res 2020-32](#)

[Written Testimony 1](#)

Add - Written Testimony

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

6.a. [20-218](#)

Planning Commission Decision - A Minor Comprehensive Plan Map Amendment and Zone Change from PH (Public and Private Health Services) to MU-I (Mixed Use-I) - Approved

Minor Comprehensive Plan Map Amendment / Zone Change
Case No. CPC-ZC20-02 - 2575 Center Street NE

Ward(s): 2

Councilor(s): Andersen

Neighborhood(s): NESCA and NEN

Recommendation:

Information Only.

Attachments: [Land Use Decision CPC-ZC20-02](#)

6.b. [20-220](#)

Planning Administrator Decision - A 73-lot single-family residential subdivision, together with common open space and five larger lots within the Village Center area, on the former Fairview Training Center site. - Approved

Phased Subdivision / Fairview Refinement Plan Minor Amendment
Case No. SUB-FRPA20-03 - Steve Ward, Ward Development, LLC
(Steven Ward, Ryan Ward, Travis Ward, Kyle Ward, Marcus Ward) -
2250 Old Strong Road SE

Ward(s): 3

Councilor(s): Nanke

Neighborhood(s): Morningside

Recommendation:

Information Only.

Attachments: [Land Use Decision SUB-FRPA20-03](#)

- 6.c. [20-221](#) Purchases approved administratively from March 1, 2020 through March 31, 2020.

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 2020](#)

- 6.d. [20-223](#) A pedestrian connection between Candalaria and Fairmount neighborhoods.

Ward(s): Ward 7
 Councilor(s): Councilor Nordyke
 Neighborhood(s): SCAN and SWAN
 Result Area(s): Safe, Reliable and Efficient Infrastructure;
 Welcoming and Livable Community.

Recommendation: Information only.

Attachments: [Map depicting Rural-Hoyt Connector Options](#)

[Vicinity Map](#)

[Possible Connections into Fairmount Neighborhood](#)

[Pedestrian Travel Routes](#)

[Council Staff Report, June 24, 2012](#)

[Public Comment Received in Advance of the April 27, 2020, Councilor Motion](#)

[Public Comment 1](#)

[Public Comment 2](#)

[Public Comment 3](#)

[Public Comment 4](#)

Add - Written Testimony

- 6.e. [20-231](#) Hearings Officer Decision - A request for a proposed non-profit women's shelter serving 40 individuals - Denied

Conditional Use Case No. CU20-03 - Blake Bural, AC + Co
 Architecture, - 1910 Front Street NE

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

Recommendation: Information Only.

Attachments: [Land Use Decision CU20-03](#)

- 6.f. [20-242](#) Hearings Officer Decision - An application to change an existing warehouse building to a self-service storage facility - Approved.

Nonconforming Use / Class 3 Site Plan Review Case No.
NC-SPR20-01 - Gene Bolante, Studio3 Architecture, on behalf of
Chris Blackburn - 650 2nd St NW.

Ward(s): Ward 1

Councilor(s): Kaser

Neighborhood(s): West Salem Neighborhood Association

Recommendation: Information Only.

Attachments: [Land Use Decision NC-SPR20-02](#)

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. [20-237](#)

CITY COUNCIL PUBLIC HEARINGS

Due to the COVID-19 Pandemic, and until further notice, all meetings, public hearings, and work sessions will be conducted virtually. Real-time remote viewing is available online on the City of Salem Facebook page, CCTVSalem You Tube Channel, and is also available on Comcast Cable CCTV Channel 21.

Proposed Changes to Salem Revised Code (SRC) Chapters 70 (Utilities), 71 (Stormwater), and 601 (Floodplain Overlay Zone)
Monday, July 27, 2020 at 6:00 p.m.

SALEM HOUSING AUTHORITY PUBLIC HEARINGS

URBAN RENEWAL AGENCY PUBLIC HEARINGS

WORK SESSIONS

Joint City Council and Salem Planning Commission Work Session
Our Salem project update
Wednesday, September 23, 2020 at 6:00 p.m.

City Council
Salem’s Trees and Programs
Monday, October 19, 2020 at 6:00 p.m.

PLANNING COMMISSION INTERVIEWS

Monday, July 13, 2020 at 5:30 p.m.

BUDGET COMMITTEE MEETINGS

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](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: 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.

