



CITY OF SALEM

Meeting Agenda

City Council

555 Liberty St SE
Salem, OR 97301

Monday, October 12, 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 CC:Media YouTube Channel or watch on Comcast Cable CC:Media 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

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. [20-403](#) Proclamation recognizing Domestic Violence Awareness Month

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation: Information Only.

Attachments: [Proclamation - Domestic Violence Awareness Month](#)

1.4 PRESENTATIONS

1.4a. [20-380](#) Revised Staff Report -2020 Community Satisfaction Survey

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation: Information only.

Attachments: [City of Salem 2020 Survey, DHM Research - September 2020](#)

Revised - Revision to staff report. Under the Facts and Findings section of the staff report, the year was listed in two areas as 2019, and the date has been revised in both areas to reflect the correct year (2020).

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. [20-390](#) September 21, 2020 Draft Council Work Session Minutes

Attachments: [9-21-20 Draft Council Work Session Minutes.pdf](#)

3.1b. [20-391](#) September 23, 2020 Draft Joint City Council and Salem Planning Commission Work Session Minutes

Attachments: [9-23-20 Draft Joint City Council and Planning Commission Work Session Minutes.pdf](#)

3.1c. [20-392](#) September 28, 2020 Draft City Council Minutes

Attachments: [9-28-20 Draft Council Minutes.pdf](#)

3.2 RESOLUTIONS

3.3 ACTION ITEMS

3.3a. [20-67](#) Expansion of Park Ranger responsibility.

Ward(s): All Wards

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

Attachments: [SPRAB Letter Park Ranger Duties Final](#)

- 3.3b.** [20-279](#) Grant to Continuum of Care, Mid-Willamette Valley Homeless Alliance

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

Recommendation: Authorize the City Manager to execute the attached grant agreement for \$55,000 with the Continuum of Care, Mid-Willamette Valley Homeless Alliance (CoC) to fund costs associated with providing supportive services to Salem's chronically homeless population.

Attachments: [Grant Agreement](#)

- 3.3c.** [20-373](#) Annual Evaluation of the City of Salem Floodplain Management Plan.

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods
Result Area(s): Safe Community; Safe, Reliable, and Efficient Infrastructure

Recommendation: Information only.

Attachments: [Floodplain Management Plan and Flood Insurance Plan Action Items 2020 Annual Review](#)
[Flood Information and Outreach Plan Action Items \(PPI\) Annual Evaluation Report 2020](#)

- 3.3d.** [20-374](#) Intergovernmental Agreement with Western Oregon University for optical fiber network.

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

Recommendation: Authorize the City Manager to execute an Intergovernmental Agreement with WOU to allow WOU non-exclusive use of the City's optical fiber network to support WOU's Salem-Area telecommunication needs.

Attachments: [2021-4975-UCS-BK City of Salem Fiber IGA v.3 - for City sig.pdf](#)

- 3.3e.** [20-376](#) Intergovernmental agreement with the Housing Authority of the City of Salem for administrative services

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

Neighborhood(s): All Neighborhoods
Result Area(s): Good Governance

Recommendation: Authorize the City Manager to execute an intergovernmental agreement (IGA) with the Housing Authority of the City of Salem that allows the City of Salem to provide administrative services to the Housing Authority and allows the Housing Authority to provide property inspection and wage interview services to the City of Salem for FY 2020-21.

Attachments: [Intergovernmental Agreement](#)

- 3.3f.** [20-387](#) Ratification of the Intergovernmental Agreement with the State of Oregon Military Department, Office of Emergency Management.

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

Recommendation: Ratify the City Manager's execution of the Intergovernmental Agreement with the State of Oregon Military Department, Office of Emergency Management regarding the activation of the Emergency Management Assistance Compact for the October 2020 California wildfires.

Attachments: [EMAC IGA October 2020 IGA.pdf](#)

4. PUBLIC HEARINGS

- 4.a.** [20-358](#) Proposed Fees and Charges for Utility Service Rates (Water, Wastewater, and Stormwater).

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods
Result Area(s): Good Governance; Safe Community; Safe, Reliable, and Efficient Infrastructure

Recommendation: Adopt Resolution No. 2020-44 with exhibit, establishing fees and charges for utility service rates (water, wastewater, and stormwater) effective January 1, 2021, and January 1, 2022.

Attachments: [Sample Bills](#)[City of Salem Water, Wastewater and Stormwater Rate Proposal for 2021 and 2022](#)[Resolution 2020-44](#)[Exhibit 1 for Rate Resolution 2020-44](#)[Notification Letter for Payment Plan](#)[Public Testimony 20-358 as of 09-24-2020](#)[Additional Public Testimony 09-30-2020](#)[Additional Public Comments received by 5:00 pm, 10-7-20.pdf](#)[Public Comments received by 11:00 a.m. 10-12-20.pdf](#)[Public Comments received by 3:30 p.m. 10-12-20.pdf](#)[Public Comments received by 5:00 p.m. 10-12-20.pdf](#)

Add - Written Testimony.

4.b. [20-379](#)

City Council review of the Planning Commission's decision approving Comprehensive Plan Change, Neighborhood Plan Change, and Zone Change Case No. CPC-NPC-ZC20-04 for property located in the 2400 Block of Commercial Street NE and Liberty Street NE.

Ward(s): Ward 5

Councilor(s): Ausec

Neighborhood(s): Highland Neighborhood Association

Result Area(s): Welcoming and Livable Community

Recommendation:

Staff recommends that the City Council reverse the Planning Commission's August 25, 2020, decision and deny Comprehensive Plan Change, Neighborhood Plan Change, and Zone Change Case No. CPC-NPC-ZC20-04.

Attachments: [Vicinity Map](#)[Comprehensive Plan Change Map](#)[Zone Change Map](#)[Planning Commission Decision \(August 25, 2020\)](#)[Planning Commission Staff Report \(August 4, 2020\)](#)[Open Record Period Memo to Planning Commission \(August 11, 2020\)](#)[Applicant's Final Written Rebuttal \(August 17, 2020\)](#)[Comments received from Applicant on 10-6-20 .pdf](#)[August 18, 2020 Salem Planning Commission Minutes](#)

Addition - Added New Attachment to Staff Report, the 8/18/20 Salem Planning Commission Minutes.

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. [20-375](#) Motion from Councilor Brad Nanke to waive Council Rule 21(a) to allow a councilor-nominee or councilor-elect to serve as a guest councilor at regular and special council meeting multiple times through December 31, 2020.

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

Attachments: [Draft amendment to council rules regarding guest councilors.docx](#)

- 5.b. [20-383](#) Motion from Councilor Tom Andersen regarding adopting goals as part of the City's Climate Action Plan.

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

Attachments: [Public Comments received by 11:00 a.m. 10-12-20.pdf](#)
[Public Comments received by 3:30 p.m. 10-12-20.pdf](#)
[Public Comment received by 5:00 p.m. 10-12-20.pdf](#)

Add - Written Testimony.

- 5.c. [20-408](#) Declaration of State of Emergency related to the Santiam canyon wildfires response.

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods
Result Area(s): Safe Community; Safe, Reliable and Efficient Infrastructure.

Recommendation: Adopt Resolution No. 2020-48 declaring a state of emergency related to the Santiam canyon wildfire response.

Attachments: [Resolution No. 2020-48 \(wildfires\).docx](#)
[Proposed staging area at fairgrounds \(002\).jpg](#)

Add - New Report Added.

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

- 6.a. [20-366](#) Purchases approved administratively from July 1, 2020 from July 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 July 2020](#)

- 6.b. [20-386](#) Planning Administrator Decision - A proposal to validate a unit of land which was created through the recording of a deed in 1972, and divide the resultant lot into three parcels. - Approved.

Validation of Unit of Land / Partition Case No. VUL-PAR20-02 - Rock Land LLC (Zarosinski Hartwig P.C., Roger Jensen) - 3575 Blossom Drive NE.

Ward(s): 5
Councilor(s): Ausec
Neighborhood(s): Northgate

Recommendation: Information Only.

Attachments: [Land Use Decision VUL-PAR20-02](#)

- 6.c. [20-394](#) Planning Administrator Decision - A tentative partition plan to split approximately 0.45 acres into two parcels and an adjustment to increase the maximum lot depth of Parcel 1. - Approved.

Tentative Partition Plan / Class 2 Adjustment Case No. PAR-ADJ20-11 - Brandie Dalton, Multi-Tech Engineering Services Inc., on behalf of Tim Groome, Gold Star Construction Inc. - 2469 Evergreen Avenue NE.

Ward(s): 5
Councilor(s): Ausec
Neighborhood(s): Lansing

Recommendation: Information Only.

Attachments: [PAR-ADJ20-11 Revised Land Use Decision.pdf](#)

- 6.d. [20-397](#) 2020 Community Report

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

Recommendation: Information only.

Attachments: [2020 Community Report, October 2020](#)

7. ORDINANCES

7.1 FIRST READING:

7.1a. [20-378](#) Historic Preservation Plan Update and Historic Code Amendments

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Welcoming and Livable Community.

Recommendation: Conduct first reading of Ordinance Bill No. 12-20 amending the Salem Area Comprehensive Plan (SACP) to include an update of the City's Historic Preservation Plan and update SRC Chapter 230 (Historic Preservation) and other identified chapters of the City's Unified Development Code (UDC) addressing historic preservation, and advance the ordinance bill to second reading for enactment.

Attachments: [Ordinance Bill No.12-20](#)
[Exhibit A - Proposed Amendments.pdf](#)
[Historic Preservation Plan Update: 2020-2030](#)
[Resolution 2020-33](#)
[HLC Recommendation](#)

7.2 SECOND READING:

7.2a. [20-385](#) Amendment to Salem's Stormwater Master Plan.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Natural Environment Stewardship; Safe, Reliable, and Efficient Infrastructure.

Recommendation: Adopt Ordinance Bill No. 11-20, which amends Salem's Stormwater Master Plan.

Attachments: [Ordinance 11-20](#)
[Stormwater Master Plan-2020-FINAL.pdf](#)
[Battle Creek Basin Plan 2019](#)
[Mill Creek Basin Plan 2019](#)
[Pringle Creek Basin Plan 2019](#)

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. [20-381](#) 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 at CC:Media You Tube Channel and can also be viewed on Comcast Cable CC:Media Channel 21.

Community Development Block Grant and HOME investment partnership programs Consolidated Annual Performance and Evaluation Report (CAPER)
Monday, November 23, 2020 at 6:00 p.m.

SALEM HOUSING AUTHORITY PUBLIC HEARINGS

URBAN RENEWAL AGENCY PUBLIC HEARINGS

WORK SESSIONS

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

City Council
Strategic Plan Update: Priorities for 2020-2023
Monday, November 16, 2020 at 6:00 p.m.

City Council
Review of Strategic Plan Draft and Policy Agenda
Tuesday, January 19, 2021 at 6:00 p.m.

City Council
Long-Term Airport Planning
Tuesday, February 16, 2021 at 6:00 p.m.

BUDGET COMMITTEE MEETINGS

SCHEDULE OF NEIGHBORHOOD ASSOCIATION ANNUAL MEETINGS
*Please check with the association to determine if the meeting will be held virtually or in-person

Neighborhood - Annual Meeting Date - Councilor
West Salem - October 19 - Kaser, Lewis
SESNA - October 27 - Andersen, Nanke
NEN - November 10 - Kaser

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.

