



CITY OF SALEM

555 Liberty St SE
Salem, OR 97301

Meeting Agenda

City Council

Monday, October 26, 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

City Council

5:30 p.m. – 5:45 p.m. - Virtual Meeting

ORS 192.660(2)(e) Real Property Transactions

City Council

5:45 p.m. – 6:00 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. [20-418](#) Proclamation recognizing Native American Heritage Month

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation: Information Only.

Attachments: [Proclamation - Native 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. [20-420](#) October 12, 2020 Draft City Council Minutes

Attachments: [10-12-20 Draft Council Minutes.pdf](#)

- 3.1b. [20-429](#) October 19, 2020 Draft City Council Work Session Minutes

Attachments: [10-19-20 Draft Council Work Session Minutes.pdf](#)

3.2 RESOLUTIONS

- 3.2a. [20-398](#) Internal Borrowing from the City's Utility Fund to the General Fund for Civic Center Campus Improvements

Ward(s): Ward 1

Councilor(s): Kaser

Neighborhood(s): CANDO

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

Recommendation: Adopt Resolution No. 2020-46, approving an internal borrowing from the City's Utility Fund to the General Fund for capital improvements at the Civic Center Campus in an amount not to exceed \$3,463,000.

Attachments: [Resolution No. 2020-46](#)

[Resolution No. 2020-46, Exhibit A, Civic Center Campus Internal Borrowing Amortizati](#)

3.3 ACTION ITEMS

3.3a. [20-370](#)

Application for project funding to integrate the Sleepy Hollow Phase I Water System into the City of Salem water system.

Ward(s): Ward 6

Councilor(s): Councilor Hoy

Neighborhood(s): ELNA

Result Area(s): Reliable and Efficient Infrastructure

Recommendation:

Authorize the Mayor to sign an application with the State of Oregon Safe Drinking Water Revolving Loan Fund for funding to connect the residents of the Sleepy Hollow Water System to the City of Salem water distribution system.

Attachments: [Sleepy Hollow Water System Vicinity Map.pdf](#)

3.3b. [20-400](#)

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 for acquisition of property located at the former Oregon State Hospital site.

Attachments: [Agreement](#)

[Amendment](#)

3.3c. [20-401](#)

Subordination of federal HOME loan for single family property

Ward(s): Ward 2

Councilor(s): Andersen

Neighborhood(s): NEN

Result Area(s): Welcoming and Livable Community

Recommendation:

Authorize the subordination of a federal HOME loan for Edmond D. and Shelley D. Chastagner, located at 265 24th Street NE.

3.3d. [20-402](#)

Application for Funding from the Energy Trust of Oregon for Geren Island Water Treatment Facility Projects.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

Recommendation:

Authorize the City Manager to apply for and, if granted, accept up to \$400,000 in grant funding to offset the costs for Ozone Treatment Upgrades, Process Pump Station Upgrades, and Ranney Groundwater Well Pump Station construction at the Geren Island Water Treatment Facility.

3.3e. [20-406](#)

Cooperative Improvement Agreement with the Oregon Department of Transportation for a project on Oregon Route 221 (Wallace Road NW).

Ward(s): 1 and 8

Councilor(s): Councilors Kaser and Lewis

Neighborhood(s): West Salem

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

Recommendation:

Authorize the City Manager to execute the attached Cooperative Improvement Agreement with the Oregon Department of Transportation for a project on Oregon Route 221 (Wallace Road NW).

Attachments: [Cooperative Improvement Agreement No. 33853, Oregon Route 221: Michigan City La](#)

3.3f. [20-410](#)

Intergovernmental Agreement with Marion County for improvements to Hollywood Drive NE.

Ward(s): 6

Councilor(s): Hoy

Neighborhood(s): NOLA

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

Recommendation:

Authorize the City Manager to execute an Intergovernmental Agreement with Marion County for the design and construction of roadway improvements within the Salem city limits on Hollywood Drive NE; and further authorize the City Manager to sign any additional supplements and amendments as needed to complete the work.

Attachments: [IGA No PW-3280-20](#)

[Exhibit A Project Location Map](#)

3.3g. [20-413](#)

Recommended appointments to the Citizen Budget Committee, Downtown Advisory Board, 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 the applicants listed in the Facts and Findings section to the Citizen Budget Committee, Downtown Advisory Board, and Salem Public Library Advisory Board.

Attachments: [Dr. Irwin M Brown Application_Redacted](#)[Jordan Truitt Application_Redacted](#)[Sarah Bishop Application_Redacted](#)[Denise Duren Application_Redacted](#)**3.3h. [20-417](#)**

Order for the City Council review of the Planning Commission's decision for 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:

Adopt the order reversing the decision of the Planning Commission for Comprehensive Plan Change, Neighborhood Plan Change, and Zone Change Case No. CPC-NPC-ZC20-04.

Attachments: [City Council Order No. 2020-4 CPC-NPC-ZC20-04](#)[Exhibit 1 - Vicinity Map](#)[Exhibit 2 - Facts and Findings](#)**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)****5.a. [20-419](#)**

Motion from Councilor Brad Nanke to amend Council Rule 21(a) to allow a councilor-nominee or councilor-elect to serve as a guest councilor at regular and special council meetings multiple times.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Attachments: [Draft amendment to council rules regarding guest councilors.docx](#)**6. INFORMATION REPORTS: (Items that require no Council action)****6.a. [20-396](#)**

Budget increase for Watershed Protection and Preservation Grant

Program.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

Recommendation: Information only.

Attachments: [NSWC: Post-Fire Proposal](#)

[DEQ: Post-Fire Proposal](#)

6.b. [20-409](#)

NOTICE OF APPEAL RECEIVED - The Grant Neighborhood Association appealed the decision for the Comprehensive Plan Map Designation, Neighborhood Plan Change, and Zone Change including a Class 3 Site Plan Review, Class 1 Design Review, and five Class 2 Adjustments for the development of 19 multi-family units and will be heard by City Council.

Planning Commission Decision - A consolidated application to change the Comprehensive Plan Map Designation, Neighborhood Plan Change, and Zone Change including a Class 3 Site Plan Review, Class 1 Design Review, and five Class 2 Adjustments for the development of 19 multi-family units - Approved.

Minor Comprehensive Plan Map Amendment / Neighborhood Plan Change / Zone Change / Class 3 Site Plan Review / Class 2 Adjustment / Class 1 Design Review Case No. CPC-NPC-ZC-SPR-ADJ-DR20-03 - Emily Reiman, DevNW, and Joseph Moore, GMA Architects, on behalf of Evergreen Presbyterian Church in Salem - 905 & 925 Cottage Street NE.

Ward(s): 1

Councilor(s): Kaser

Neighborhood(s): Grant

Recommendation: Information Only.

Attachments: [Land Use Decision CPC-NPC-ZC-SPR-ADJ-DR20-03](#)

[Appeal Letter from Grant Neighborhood Association](#)

Revised - Report revised. The report was revised and an attachment was added to reflect an appeal that was received from Grant Neighborhood Association.

6.c. [20-411](#)

Community Policing Work Session Follow Up

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Safe Community; Welcoming and Livable

Community.

Recommendation:

Information Only

Attachments:

[United Way MWV - CRU Proposal September 2020.pdf](#)

[MOU Marion County Law Enforcement Agencies Marion County Adult Behavior Health](#)

6.d. [20-421](#)

Planning Administrator Decision - An application to replat three properties into two properties located in the Sabre Ridge Estates Subdivision. - Approved.

Replat Case No. REP20-01 - Brandie Dalton, Multi-Tech Engineering Services Inc., on behalf of SR Phase III LLC (Kelley Hamilton and Corporation Service Company) - 1891 Watson Butte Avenue SE

Ward(s): 4

Councilor(s): Leung

Neighborhood(s): SGNA

Recommendation:

Information Only.

Attachments:

[Land Use Decision REP20-01](#)

7. ORDINANCES

7.1 FIRST READING:

7.2 SECOND READING:

7.2a. [20-422](#)

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 second reading to enact 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.

Attachments:

[Ordinance Bill No.12-20](#)

[Exhibit A - Proposed Amendments](#)

[Historic Preservation Plan Update: 2020-2030](#)

[Resolution 2020-33](#)

[HLC 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. [20-415](#) 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
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
SESNA - October 27 - Andersen, Nanke
NOLA - November 4 - Hoy
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: 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.

