



CITY OF SALEM

Meeting Agenda

City Council

555 Liberty St SE
Salem, OR 97301

Monday, February 8, 2021

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 view 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@cityofsaalem.net. Public comment and testimony may also be provided during the meeting via Zoom. Please pre-register between 8:00 a.m. and 2:00 p.m. on the day of the meeting at the following link: <https://www.cityofsaalem.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. [21-44](#) Proclamation recognizing Black History Month

Ward(s): All Wards

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

Recommendation: Information Only.

Attachments: [Proclamation - Black History 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. [21-38](#) January 25, 2021 Draft City Council Minutes

Attachments: [1-25-21 Draft Council Minutes.pdf](#)

3.2 RESOLUTIONS

3.3 ACTION ITEMS

3.3a. [21-28](#) Request to create a mid-year project and enter into an intergovernmental agreement with Marion County to conduct a transportation planning study and develop a management plan for the Cordon/Kuebler Corridor.

Ward(s): 3, 4, 5, and 6.

Councilor(s): Phillips, Leung, Gonzalez, and Hoy

Neighborhood(s): SEMCA, ELNA, NOLA, Northgate

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

Recommendation: Authorize the creation of a new project, "Cordon/Kuebler Corridor Study," in the FY 2020-21 Extra Capacity Facilities Fund 260 and funded with Transportation System Development Charges; authorize the City Manager to execute the attached intergovernmental agreement with Marion County relating to the Cordon/Kuebler Corridor Study and Management Plan; and further authorize the City Manager to sign any additional supplements and amendments as needed to complete the Study.

Attachments: [Cordon-Kuebler IGA](#)

3.3b. [21-29](#) Retail lease modifications due to impacts of Covid-19.

Ward(s): 1

Councilor(s): Stapleton
Neighborhood(s): CANDO
Result Area(s): Good Governance; Strong and Diverse Economy;
Welcoming and Livable Community.

Recommendation: Authorize the City Manager, subject to approved criteria, to modify existing retail leases between the City and its lessees due to impacts of the Covid-19 pandemic

- 3.3c. [21-30](#) Ratification of the Purchase and Sale Agreement Amendment with HD Fowler Co., Inc.

Ward(s): Ward 3
Councilor(s): Phillips
Neighborhood(s): Southeast Mill Creek Association
Result Area(s): Strong and Diverse Economy

Recommendation: Ratify the City Manager's execution of the attached Purchase and Sale Agreement amendment with HD Fowler Co., Inc. (HD Fowler) for six acres of City owned land at the Salem Business Campus, extending the due diligence period and requiring that the City verify the requested use is allowed by the CC&Rs.

Attachments: [Subdivision Layout - Lot 3](#)

[Howler PSA Amendment Executed](#)

- 3.3d. [21-35](#) Subordination of federal HOME loan for single family property

Ward(s): Ward 1
Councilor(s): Stapleton
Neighborhood(s): NEN
Result Area(s): Welcoming and Livable Community

Recommendation: Authorize the subordination of a federal HOME loan for Vernelle J. Judy, located at 930 Imperial Drive NE.

- 3.3e. [21-51](#) Priority bills for 2021 Oregon Legislative Session

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

Recommendation: Approve the City of Salem's positions on legislative bills in the 2021 Oregon Legislative Session.

Attachments: [Bills reviewed by Legislative Committee February 5, 2021](#)

Add - New Report Added.

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. [21-42](#) 2021 City Councilor Committee Assignments

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

Recommendation: Information Only.

Attachments: [2021 City Council Committee Assignments FINAL.pdf](#)
[Final Revised 2021 City Council Committee Assignments.pdf](#)
[Public Comments received by 5:00 p.m. 2-8-21.pdf](#)

Add - Written Testimony.

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

- 6.a. [21-32](#) Notice of proposed administrative rulemaking to establish interim flood hazard areas.

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; Strong and Diverse Economy; Welcoming and Livable Community.

Recommendation: Information only.

Attachments: [Notice of Proposed Rule 109-020](#)
[Proposed Administrative Rule 109-020 Amendment](#)

- 6.b. [21-39](#) Planning Commission Decision - A request for a Minor Comprehensive Plan Map Amendment and Zone Change for the City of Salem Shops Complex from IC (Industrial Commercial) and IG (General Industrial) to PS (Public Service). - Approved.

Minor Comprehensive Map Amendment / Neighborhood Plan Change / Zone Change Case No.: CPC-NPC-ZC20-10 - Luke Gmazel, City of Salem Public Works Engineering - 1410 20th Street SE, 1510 22nd Street SE, and 2035 Oxford Street SE.

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

Recommendation: Information Only.

Attachments: [Land Use Decision CPC-NPC-ZC20-10](#)

- 6.c. [21-41](#) Hearings Officer Decision - To change a zone from Public Amusement to Public and Private Education Services - Approved.

Quasi-Judicial Zone Change Case No. ZC20-01 - Joel Smallwood on behalf of Salem Keizer School District 24J - 466 Richmond Ave SE

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

Recommendation: Information Only.

Attachments: [Land Use Decision ZC20-01](#)

- 6.d. [21-45](#) Purchases approved administratively from December 1, 2020 through December 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 December 2020](#)

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. [21-33](#) 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.

SALEM HOUSING AUTHORITY PUBLIC HEARINGS

URBAN RENEWAL AGENCY PUBLIC HEARINGS

WORK SESSIONS

City Council
Long-Term Airport Planning
Tuesday, February 16, 2021 at 7:00 p.m.

Joint City Council and Community Engagement Audit Steering Committee
Audit Findings and Recommendations (Policing)
Monday, March 15, 2021 at 6:00 p.m.

BUDGET COMMITTEE MEETINGS

City Manager Presents Proposed FY 2022 Budget
Wednesday, April 14, 2021 at 6:00 p.m.

Budget Committee Review of Proposed FY 2022 Budget
Wednesday, April 21, 2021 at 6:00 p.m.

Budget Committee Review of Proposed FY 2022 Budget
Wednesday, April 28, 2021 at 6:00 p.m.

Budget Committee Recommendation of FY 2022 Budget
Wednesday, May 5, 2021 at 6:00 p.m.

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

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.

