



CITY OF SALEM

Meeting Agenda

City Council

555 Liberty St SE
Salem, OR 97301

Monday, May 10, 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

1.3 a. [21-195](#) Proclamation recognizing National Historic Preservation Month

Ward(s): All Wards

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

Recommendation: Information Only.

Attachments: [Proclamation - National Historic Preservation 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

3.1 a. [21-192](#) April 26, 2021 Draft City Council Minutes

Attachments: [4-26-21 Draft Council Minutes.pdf](#)

3.2 RESOLUTIONS

3.2 a. [21-172](#) Dedication of City Owned Properties as Public Right-of-Way Along 27th Avenue SE Between Kuebler Boulevard SE and Boone Road SE.

Ward(s): 4
Councilor(s): Leung
Neighborhood(s): SGNA
Result Area(s): Safe, Reliable, and Efficient Infrastructure

Recommendation: Adopt Resolution No. 2021-13 dedicating properties received by the City of Salem along the east and west sides of 27th Avenue SE between Kuebler Boulevard SE and Boone Road SE as public right-of-way.

Attachments: [Resolution 2020-13](#)
[Exhibit A](#)

3.2 b. [21-173](#) Dedication of City Property as Public Right-of-Way on Kitsap Street NW.

Ward(s): 8
Councilor(s): Lewis
Neighborhood(s): West Salem
Result Area(s): Safe, Reliable, and Efficient Infrastructure

Recommendation: Adopt Resolution No. 2021-14 dedicating two City owned reserve strips as public right-of-way on Kitsap Street NW.

Attachments: [Resolution 2021-14](#)[Exhibit A](#)**3.2 c.** [21-174](#)

Dedication of City Property as Public Right-of-Way on Mildred Lane SE

Ward(s): 4

Councilor(s): Leung

Neighborhood(s): SGNA

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

Recommendation:

Adopt Resolution No. 2021-15 dedicating a City owned reserve strip as public right-of-way on Mildred Lane SE.

Attachments: [Resolution 2020-15](#)[Exhibit A](#)**3.2 d.** [21-178](#)

General Fund Supplemental Budget for unanticipated City expenses caused by the ice storm.

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. 2021-16, Fiscal Year 2021 Supplemental Budget Four (4), increasing General Fund expenditure appropriation authority in the amount of \$1,400,000.

Attachments: [Resolution 2021-16](#)[Resolution No. 2021-16, Exhibit A](#)[Resolution No. 2021-16, Exhibit B](#)**3.3 ACTION ITEMS****3.3 a.** [21-162](#)

Woodmansee Park 2021 Master Plan Update

Ward(s): Wards 3 and 7

Councilor(s): Councilors Nordyke and Phillips

Neighborhood(s): Faye Wright Neighborhood

Result Area(s): Natural Environment Stewardship; Welcoming and

Livable Community

Recommendation:

Adopt the Woodmansee Park 2021 Master Plan Update.

Attachments: [Woodmansee Park Location Map](#)
[WPMP Draft Master Plan 040521](#)
[Email Faye Wright Woodmansee Support](#)
[Woodmansee Park Master Plan Update SPRAB Action](#)
[Public Comment Woodmansee](#)

3.3 b. [21-186](#) Selection of the City and Urban Renewal Agency Auditor

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

Recommendation: Award the City and Urban Renewal Agency's financial auditing services contract to Grove, Mueller & Swank, P.C.

Attachments: [RFP materials reviewed by the Finance Committee of the Salem City Council and the L](#)

4. PUBLIC HEARINGS

None.

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. [21-196](#) Motion from Councilor Vanessa Nordyke regarding City park usage and event permitting.

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

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

6. a. [21-152](#) Announcing Mayoral appointments to the Library Strategic Plan Steering Committee.

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

Recommendation: Information only

6. b. [21-175](#) Planning Administrator Decision - A modification to tentative subdivision SUB07-13A - Approved.
- Subdivision Modification / Class 2 Adjustment Case No.
SUB07-13AMOD4-ADJ21-01 - Michael Compton - 4400 Kale St NE.
- Ward(s): 5
Councilor(s): Gonzalez
Neighborhood(s): Northgate
- Recommendation:*** Information Only.
- Attachments:*** [Land Use Decision SUB07-13AMOD4-ADJ21-01](#)
6. c. [21-176](#) Planning Administrator Decision - Replace an existing utility pole and install a small cell wireless communications facility on the replacement pole. - Approved.
- Class 2 Wireless Siting Permit Case No. WS221-01 - Meredith Hewett on behalf of New Cingular Wireless PCS LLC (AT&T) - Eastern right-of-way of the 2627-2699 Lansing Avenue NE block.
- Ward(s): 5
Councilor(s): Gonzalez
Neighborhood(s): Lansing
- Recommendation:*** Information Only.
- Attachments:*** [Revised Land Use Decision WS221-01](#)
6. d. [21-177](#) Planning Administrator Decision - Replace an existing utility pole and install a small cell wireless communications facility on the replacement pole. - Approved.
- Class 2 Wireless Siting Permit Case No. WS221-02 - Meredith Hewett on behalf of New Cingular Wireless PCS LLC (AT&T) - Western right-of-way of the 1700-1799 Capitol Street SE block.
- Ward(s): 2
Councilor(s): Andersen
Neighborhood(s): SCAN
- Recommendation:*** Information Only.
- Attachments:*** [Revised Land Use Decision WS221-02](#)
6. e. [21-179](#) Planning Administrator Decision - To consolidate three existing lots into one - Approved.
- Replat Case No. REP21-01 - Jayne Downing - 450 and 476 Church Street NE, and 605 Center Street NE.

Ward(s): 1
Councilor(s): Stapleton
Neighborhood(s): CANDO

Recommendation: Information Only.

Attachments: [Land Use Decision REP21-01](#)

6. f. [21-180](#) Planning Administrator Decision - To divide a 7.19 acre property into two parcels - Approved.

Partition Case No. PAR21-03 - Steve Freeburg - 855 Hawthorne Ave SE.

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

Recommendation: Information Only.

Attachments: [Land Use Decision PAR21-03](#)

6. g. [21-181](#) February Ice Storm Response and Recovery Update.

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.

6. h. [21-183](#) Update on Multifamily Housing Development.

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

Recommendation: Information only.

Attachments: [Map of Multifamily Housing Building Permits](#)

6. i. [21-187](#) Planning Administrator Decision - To validate a unit of land divided by deed in 1988 - Approved.

Validation of Unit of Land Case No. VUL21-02 - Jon Taylor - 4910 Turner Rd SE.

Ward(s): 3
Councilor(s): Phillips

Neighborhood(s): SEMCA

Recommendation: Information Only.

Attachments: [Land Use Decision VUL21-02](#)

6. j. [21-190](#) Planning Administrator Decision - To divide approximately 17 acres into three parcels - Approved.

Partition / Class 2 Adjustment Case No. PAR-ADJ21-06 - Todd Boyce, Bill Wagoner - 4200 Block of Strong Rd SE.

Ward(s): 3
Councilor(s): Phillips
Neighborhood(s): Morningside

Recommendation: Information Only.

Attachments: [Land Use Decision PAR-ADJ21-06](#)

6. k. [21-191](#) Planning Administrator Decision - To divide approximately 15 acres into two parcels - Approved.

Partition / Class 2 Adjustment Case No. PAR-ADJ21-07 - Todd Boyce, Bill Wagoner - 4700 Block of Battle Creek Rd SE.

Ward(s): 3
Councilor(s): Phillips
Neighborhood(s): Morningside

Recommendation: Information Only.

Attachments: [Land Use Decision PAR-ADJ21-07](#)

6. l. [21-212](#) Sheltering at Cascades Gateway and Wallace Marine Parks

Ward(s): Wards 1 and 2
Councilor(s): Councilors(s) Stapleton and Andersen
Neighborhood(s): West Salem Neighborhood Association and Southeast Mill Creek Association (SEMCA)
Result Area(s): Natural Environment Stewardship; Welcoming and Livable Community.

Recommendation: Information Only

Attachments: [Parks Camping Letter.pdf](#)
[Wallace Marine Park Camping Graphic.pdf](#)
[Cascades Gateway Park Approved Camping graphic.pdf](#)

Added - Report Added

7. ORDINANCES

7.1 FIRST READING:**7.1 a.** [21-188](#)

Petitioner-Initiated Annexation of Territory Located at 2527 and 2547 Robins Lane SE - 97306 (Annexation Case No. C-730)

Ward(s): 4

Councilor(s): Leung

Neighborhood(s): SGNA

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

Recommendation:

Conduct first reading of Ordinance Bill No. 4-21 annexing, applying City of Salem RA (Residential Agriculture) zoning from Marion County UT-5 (Urban Transition - 5 Acres) and Marion County UT-10 (Urban Transition - 10 Acres), withdrawing from Salem Suburban Rural Fire Protection District and Turner Fire District, and approving annexation for a 47.23-acre property located at 2527 and 2547 Robins Lane SE - 97306 subject to three conditions proposed by the petitioner as mitigation for tree removal conducted through a lawful timber harvest between April, 2018 and June, 2018:

- (1) Any future development of the Subject Property shall require compliance with SRC 808.050 tree planting requirements; however, the minimum diameter of the trees to be planted shall be increased from a 1.5-inch caliper to a 2-inch caliper standard and replacement tree diversity shall be increased by planting not less than five species authorized in the City's Tree and Vegetation Technical Manual; and
- (2) Prior to recordation of a final plat for any partition, subdivision, or planned unit development, or occupancy of a commercial development, the applicant shall grant \$15,000 to the Salem City Tree Fund; and
- (3) Prior to submittal of any application for a land use approval, limited land use approval, or permit for developing the Subject Property, Applicant shall enter into an agreement with the City of Salem acknowledging and agreeing that the City of Salem will not record a final plat for any partition, subdivision, or planned unit development on or before July 1, 2023.

Attachments: [Vicinity Map](#)

[Ordinance Bill No. 4-21](#)

[Exhibit A - Territory Legal Description and Map](#)

7.1 b. [21-189](#)

Petitioner-Initiated Annexation of Territory Located at 3880 Croisan Creek Road South and City Owned Lands - 97302 (Annexation Case No. C-738)

Ward(s): 7

Councilor(s): Nordyke

Neighborhood(s): SWAN

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

Recommendation:

Conduct first reading of Ordinance Bill No. 5-21 annexing, applying City of Salem RA (Residential Agriculture) zoning from Marion County UT-5 (Urban Transition - 5 Acres), withdrawing from Salem Suburban Rural Fire Protection District, and approving annexation for a 2.65-acre property located at 3880 Croisan Creek Road South and City Owned Lands.

Attachments: [Vicinity Map](#)[Ordinance Bill No. 5-21](#)[Exhibit A - Territory Legal Description and Map](#)**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. [21-185](#) 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.

CITY COUNCIL PUBLIC HEARINGS:

2021 Annual Action Plan for CDBG and HOME Funding and Amendments to 2019 and 2020 Annual Action Plans
Monday, May 24, 2021 at 6:00 p.m.

Exemption from Competitive Bidding Requirement and use of an Alternative Contracting Method for the Geren Island Water Treatment Plant Project
Monday, May 24, 2021 at 6:00 p.m.

FY 2022 Recommended City of Salem Budget
Monday, June 14, 2021 at 6:00 p.m.

State Revenue Sharing Funds
Monday, June 14, 2021 at 6:00 p.m.

Petitioner-initiated vacation to vacate a portion of an alley, and of the 12th Street NE right-of-way along the railroad north east of D Street NE
Monday, June 28, 2021 at 6:00 p.m.

Petitioner-initiated vacation to vacate an easement over a portion of the previously vacated George Street NW
Monday, June 28, 2021 at 6:00 p.m.

Climate Action Plan
Monday, December 6, 2021 at 6:00 p.m.

SALEM HOUSING AUTHORITY PUBLIC HEARINGS:

URBAN RENEWAL AGENCY PUBLIC HEARINGS:

FY 2022 Recommended Urban Renewal Agency Budget
Monday, June 14, 2021 at 6:00 p.m.

WORK SESSIONS:

City Council

Climate Action Plan
Monday, September 20, 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
Morningside - May 12 - Andersen, Phillips
SCAN - June 9 - Nordyke, Andersen
Highland - June 10 - Stapleton

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.

