



CITY OF SALEM

Meeting Agenda

City Council

555 Liberty St SE
Salem, OR 97301

Monday, June 14, 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

**City Council
5:30 p.m.
ORS 192.660(2)(h) Current/Pending Litigation**

**City Council
5:45 p.m.
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. [21-253](#) Proclamation recognizing Juneteenth Independence Day

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation: Information Only.

Attachments: [Proclamation - Juneteenth](#)

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. [21-257](#) May 24, 2021 Draft City Council Minutes

Attachments: [5-24-21 Draft Council Minutes.pdf](#)

3.2 RESOLUTIONS

- 3.2a. [21-201](#) Proposed FY 2022 Master Fee Schedule

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance

Recommendation: Adopt Resolution No. 2021-22, setting fees and charges for the City of Salem as set forth in Exhibit A to Resolution No. 2021-22.

Attachments: [Resolution No. 2021-22](#)
[Resolution No. 2021-22, Exhibit A Proposed FY 2022 Master Fee Schedule.pdf](#)

- 3.2b. [21-240](#) Dedication of City Property as Public Right-of-Way on Lansing Avenue NE and Silverton Road NE.

Ward(s): 5

Councilor(s): Gonzalez

Neighborhood(s): Lansing

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

Recommendation:

Adopt Resolution No. 2021-24 dedicating property received by the City of Salem along east side of Lansing Avenue NE and south side of Silverton Road NE.

Attachments: [Resolution 2021-24](#)

[Exhibit A](#)

3.2c. [21-250](#)

Transfer of FY 2021 General Fund and Utility Fund budget appropriations.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance

Recommendation:

Adopt Resolution No. 2021-25 authorizing a transfer of appropriations within the City's fiscal year 2021 budget for significant unanticipated changes.

Attachments: [Resolution No. 2021-25](#)

3.2d. [21-255](#)

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

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. 2021-26, Fiscal Year 2021 Supplemental Budget Five (5), increasing General Fund expenditure appropriation authority in the amount of \$450,000.

Attachments: [Resolution 2021-26](#)

[Resolution 2021-26, Exhibit A](#)

[Resolution 2021-26, Exhibit B](#)

3.3 ACTION ITEMS

3.3a. [21-238](#)

Lease with Allelu Beauty LLC for retail space located at 195 Liberty Street SE in the Liberty Parkade

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 to execute the attached lease with Allelu Beauty LLC for retail space located at 195 Liberty Street SE.

Attachments: [Proposed Lease](#)

- 3.3b.** [21-243](#) Providing water service beyond City limits for property located at 4929 Auburn Road NE.

Ward(s): Currently outside City Limits, Ward 6 (upon annexation)
Councilor(s): Hoy
Neighborhood(s): East Lancaster Neighborhood Association (upon annexation)
Service Area(s): Safe, Reliable, and Efficient Infrastructure

Recommendation: Authorize a water service connection to an existing single family residence on a parcel that is outside of, but contiguous to, the current City limits, conditioned on the property owner filing a complete application for annexation, executing an annexation agreement, paying all usual and customary fees and service charges, and complying with applicable codes and standards.

Attachments: [Vicinity Map 4929 Auburn Road NE](#)
[Request for Service 4929 Auburn Road NE](#)

- 3.3c.** [21-259](#) Intergovernmental Agreement with Marion County for Communication and Dispatch Services for the 2021 St. Paul Rodeo.

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 an Intergovernmental Agreement (IGA) with Marion County for communication and dispatch services for the 2021 St. Paul Rodeo.

Attachments: [IGA MCSO 2021 St. Paul Rodeo](#)

- 3.3d.** [21-245](#) Farm lease with Weeks Berry Nursery, Inc. for property located at 611 Bowden Lane North and 5915 Windsor Island Road North

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): N/A
Result Area(s): Good Governance; Natural Environment
Stewardship; Strong and Diverse Economy

Recommendation: Authorize the City Manager to execute the attached lease with Weeks Berry Nursery, Inc. to farm City-owned property located at 611 Bowden Lane North and 5915 Windsor Island Road North.

Attachments: [Proposed Lease](#)

- 3.3e.** [21-251](#) Release of City interest of a portion of an unopened alley abutting Pioneer Cemetery.

Ward(s): 7
 Councilor(s): Nordyke
 Neighborhood(s): SCAN
 Result Area(s): Good Governance.

Recommendation: Approve the execution of a quitclaim deed to Pioneer Alley, LLC (Kathleen Dewoina, principal) releasing any City property interest the City may have in an unopened portion of an alley abutting Pioneer Cemetery.

Attachments: [Quitclaim Area](#)
[Quitclaim Deed](#)

Revised - Revised Quitclaim Deed to correct omission of grantee's name.

- 3.3f.** [21-252](#) Intergovernmental Agreement with the Salem Area Mass Transit District for Police Services

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

Recommendation: Authorize the City Manager to execute the attached IGA with SAMTD for police services at the Downtown Transit Center during Fiscal Year 2021-2022.

Attachments: [IGA with Salem Area Mass Transit District](#)

4. PUBLIC HEARINGS

- 4.a.** [21-231](#) Public hearing on State Revenue Sharing funds

Ward(s): All Wards
 Councilor(s): All Councilors
 Neighborhood(s): All Neighborhoods
 Result Area(s): Safe Community

Recommendation: Adopt Resolution No. 2020-23 electing to receive a share of certain revenues from the State of Oregon general fund.

Attachments: [Resolution No 2021-23, State Revenue Sharing](#)

- 4.b.** [21-241](#) Public hearing on FY 2022 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: Direct staff to return on June 28, 2021 with a resolution to adopt the Budget Committee recommended FY 2022 City of Salem budget.

Attachments: [Recommended FY 2022 City of Salem Budget](#)
[ARPA Sheltering Considerations](#)
[CAREcorps Information Report](#)
[Public Comment](#)
[Testimony from the Downtown Advisory Board](#)
[Public Comment received by 2:00 p.m. 6-14-21.pdf](#)
[Public Comment received by 5:00 p.m. 6-14-21.pdf](#)

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. [21-260](#) Six-Month Update from Police Chief Womack

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

Recommendation: Information Only. The attached update summarizes operational changes already underway and identifies future actions that will be taken by the Police Department. The work results from Chief Womack's engagement and familiarization with the community and department, an internal organizational review, and the Independent Assessment of the Salem Police Department's Policies, Procedures, and Operations directed by City Council.

Under Special Orders of Business, Chief Womack will have a brief presentation highlighting the first six months of his tenure as Police Chief and what is planned for the remainder of 2021.

Attachments: [Police Chief Six Month Update Memo.docx](#)

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

6.a. [21-220](#) Pedestrian path through Pioneer Cemetery.

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

Recommendation: Information only.

Attachments: [ADA Compliance Legal Opinion](#)[Ownership of Alley](#)[Staff Reports Related to Pioneer Cemetery Path](#)**6.b.** [21-236](#)

Planning Commission Decision - A request for a Minor Comprehensive Plan Map Amendment and Zone Change from CG (General Commercial) to IC (Industrial Commercial), Class 3 Site Plan Review for development of a shipping container sales use, and Class 2 Adjustment to reduce the landscape requirement for Phase 1 of development. - Approved.

Minor Comprehensive Plan Map Amendment / Zone Change / Class 3 Site Plan Review / Class 2 Adjustment Case No.

CPC-ZC-SPR-ADJ21-02 - Margaret Gander-Vo, Saalfeld Griggs Lawyers on behalf of Anthem Enterprises LLC (Ross Black, Dave Black, Debbie Black, and Taya Black) - 5191 Portland Road NE.

Ward(s): 5

Councilor(s): Gonzalez

Neighborhood(s): Northgate

Recommendation:

Information Only.

Attachments: [Land Use Decision CPC-ZC-SPR-ADJ21-02](#)**6.c.** [21-246](#)

Planning Administrator Decision - To allow a new 27 lot subdivision - Approved.

Subdivision / Class 2 Adjustment Case No. SUB-ADJ21-05 - Ryan Bloedel - 2230 Doaks Ferry Rd NW

Ward(s): 8

Councilor(s): Lewis

Neighborhood(s): WSNA

Recommendation:

Information Only.

Attachments: [Land Use Decision SUB-ADJ21-05](#)**6.d.** [21-248](#)

Purchases approved administratively from April 1, 2021 through April 30, 2021.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance

Recommendation:

Information only.

Attachments: [Purchases approved administratively April 2021](#)

6.e. [21-264](#)

Planning Administrator Decision - A consolidated application to create 177-lots for single family development, including 34 townhouses (Coburn Grand View Estates). - Approved.

Phased Tentative Subdivision / Class 2 Adjustment Case No. SUB-ADJ21-06 - Westwood Homes LLC (Todd Boyce, Bill Wagoner) - 4400 Block of Battle Creek Road SE.

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

Recommendation: Information Only.

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

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@cityofsaalem.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. [21-242](#) 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:

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.

Consideration of the creation of a new chapter of the Salem Revised Code regarding City real estate transactions
Monday, July 26, 2021 at 6:00 p.m.

Consideration of Amendment #5 to the 2019 Annual Action Plan, Programming up to \$860,000 in CDBG CV Funding
Monday, July 26, 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:

WORK SESSIONS:

City Council
Solid Waste Recycling and Collection
Monday, June 21, 2021 at 6:00 p.m.

City Council
House Bill 2001- Preview of Upcoming Zone Code Amendment and Incentives for Middle Housing
Monday, June 21, 2021 at 7:00 p.m.

City Council
Climate Action Plan

Monday, September 20, 2021 at 6:00 p.m.

Joint City Council and Planning Commission

Our Salem project

Monday, October 18, 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

Faye Wright - July 8 - Phillips, Nordyke

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.

