



CITY OF SALEM

Meeting Agenda

City Council

555 Liberty St SE
Salem, OR 97301

Monday, October 25, 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@cityofsalem.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.cityofsalem.net/Pages/Public-Comment-at-Salem-City-Council-Meeting.aspx>.**

WORK SESSION

**5:15 p.m. - 6:00 p.m. - City Council
Resident Perspective on Infrastructure Need**

EXECUTIVE 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

1.4 PRESENTATIONS

1.4a. iProtect & Respect Project - Crystal Deffenbaugh, iProtect & Respect, Program Coordinator; Alison Kelley, CEO, Liberty House; and Police Chief Trevor Womack

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. [21-461](#) October 11, 2021 Draft City Council Minutes

Attachments: [10-11-21 Draft Council Minutes.pdf](#)

3.1b. [21-462](#) October 18, 2021 Draft Joint City Council and Planning Commission Work Session Minutes

Attachments: [10-18-21 Draft Council Work Session Minutes.pdf](#)

3.2 RESOLUTIONS

3.2a. [21-450](#) Approving property tax exemptions for nonprofit affordable housing owners

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance; Welcoming and Livable Community.

Recommendation:

Adopt Resolution 2021-42 to approve the property tax exemptions for eleven (11) applications owned by nonprofit affordable housing owners in accordance with SRC 2.850 to 2.910.

Summary:

There are nine (9) existing developments with 384 housing units that are applying for an annual tax exemption renewal. There are two (2) applicants applying for initial entry in anticipation of development. The property tax exemption program encourages affordable housing preservation and development by lowering costs for non-profit providers of affordable housing.

Attachments: [Resolution No. 2121-42](#)
[Summary of Applications](#)
[Public Comments received by 5:00 p.m. 10-25-21.pdf](#)

Add - Written Testimony.

3.2b. [21-468](#) Transfer of FY 2022 General Fund Appropriations.

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

Recommendation:

Adopt Resolution No. 2021-43 authorizing a transfer of appropriations within the City's fiscal year 2022 budget for unanticipated changes.

Summary:

This proposed transfer of contingency would fund communication and information support for a potential 2022 infrastructure bond ballot measure.

Attachments: [Resolution No. 2021-43](#)

3.3 ACTION ITEMS

3.3a. [21-427](#) 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 the attached IGA with the Housing Authority of the City of Salem that allows the City to provide administrative services to the SHA and allows the SHA to provide property inspection and wage interview services to the City for five (5) one-year terms contingent on annual budget authority.

Summary:

The Intergovernmental Agreement (IGA) sets the terms for services provided by the City to the Salem Housing Authority (SHA) and services the City may receive from the SHA. This iteration of the IGA renews the agreement for five (5) one-year terms contingent on annual budget authority.

Attachments: [Intergovernmental Agreement](#)

3.3b. [21-458](#) Approval of the City's Economic Development Strategy update

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods
Result Area(s): Strong and Diverse Economy

Recommendation:

Approve the Economic Development Strategy update.

Summary:

The ED Strategy (Attachment 1) includes short term actions to guide Salem's economic recovery from COVID-19. Underserved communities including black, Indigenous, and People of Color (BIPOC) have been disproportionately impacted by the health and economic impacts of COVID-19, and these groups are central to the recommendations in the ED Strategy.

Attachments: [Economic Development Strategy](#)

- 3.3c.** [21-470](#) Finance Committee Recommendation for Infrastructure Bond Measure

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 the Finance Committee's recommendation to develop a ballot measure for the November 2022 general election for a bond of up to \$300 million to maintain the City's infrastructure and approve:

1. Initiation of community outreach and engagement, including developing specific projects to best meet community-defined need;
2. The mayor appointing a City Council sub-committee to guide the outreach and engagement strategy and make recommendations to City Council regarding the bond measure scope and criteria for prioritization of projects.

Summary:

Consideration of City Council's Finance Committee's recommendation for an infrastructure bond measure.

4. PUBLIC HEARINGS

- 4.a.** [21-465](#) Public hearing to consider the Sleepy Hollow Phase I Water System improvements.

Ward(s): Ward 6

Councilor(s): Councilor Hoy

Neighborhood(s): ELNA

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

Recommendation:

Authorize staff to begin project activities to disconnect homeowners from the Sleepy Hollow Phase I Water System and provide connection to the City's water system, consistent with the plans for the project.

Summary:

The private Sleepy Hollow Water System has elevated levels of arsenic. Working with the homeowners, an agreement has been reached for the residents to disconnect from the existing Water System and connect to City water.

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

[Sleepy Hollow Water System Final Plans.pdf](#)

[Sleepy Hollow Final Engineer's Estimate](#)

[Sleepy Hollow Request to Connect](#)

[White Paper - Distressed Water Systems](#)

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)

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

6.a. [21-456](#)

Planning Administrator Decision - to create two parcels with an adjustment to the lot depth - Approved.

Partition / Class 2 Adjustment Case No. PAR-ADJ21-12 - David Tan
- 892 Edina Ln NE

Ward(s): 2

Councilor(s): Andersen

Neighborhood(s): NESCA

Recommendation:

Information Only.

Attachments: [Land Use Decision PAR-ADJ21-12](#)

6.b. [21-459](#)

Economic development quarterly report

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods
Result Area(s): Strong and Diverse Economy

Recommendation:

Information only.

Summary:

Quarterly report on activities contributing to a strong and diverse economy.

Attachments: [Construction of Corporate Hangars](#)
[Construction of General Aviation Hangars](#)

7. ORDINANCES

7.1 FIRST READING:

7.2 SECOND READING:

- 7.2a. [21-452](#) Amending Salem Revised Code Chapter 21 (General Assessment Procedures) to modify the interest charged for infrastructure assessments.

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

Recommendation:

Pass Ordinance Bill No. 11-21 and adopt a zero percent interest rate on assessments of certain infrastructure projects.

Summary:

Amend *Salem Revised Code* (SRC) Chapter 21 (General Assessment Procedures) to reduce the interest rate accrued on assessments levied from 9.5% to zero percent for local infrastructure improvements when those improvements are needed to supply water to customers of a private water district when that district is dissolving and the City is succeeding the district.

Attachments: [Ordinance Bill 11-21](#)
[Exhibit A to Ordinance Bill 11-21 SRC 21 Amendments](#)

- 7.2b. [21-457](#) Vacating public right-of-way located on the northeast corner of the intersection of Liberty Road S and Pembroke Street SE.

Ward(s): 7

Councilor(s): Nordyke

Neighborhood(s): Faye-Wright

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

Recommendation:

Pass Ordinance Bill No. 12-21, which vacates public right-of-way located on the northeast corner of the intersection of Liberty Road S and Pembroke Street SE.

Summary:

The area proposed for vacation is the site of former Fire Station Number 7 on Liberty Road S. Vacating this right-of-way is necessary to correct a property recording error and for the City to sell the property.

Attachments: [Ordinance Bill No. 12-21](#)

[Resolution 2021-34](#)

[Resolution 2009-47](#)

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. [21-464](#) Due to COVID-19, 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 YouTube Channel and can also be viewed on Comcast Cable CC:Media Channel 21.

CITY COUNCIL PUBLIC HEARINGS:

Petitioner-Initiated Annexation of Territory at 6565 Sunnyside Road SE (Annexation Case No. C-729)
Monday, November 22, 2021 at 6:00 p.m.

Petition-Initiated Annexation of Territory at 4120 Fisher Road NE and Adjacent Lands (Annexation Case No. C-740)
Monday, November 22, 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
2022 Council Policy Agenda
Monday, November 15, 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
SWAN - November 2, 2021 - Nordyke
NOLA - November 3, 2021 - Hoy
NEN - November 9, 2021 - Stapleton, Andersen
SESNA - November 23, 2021 - Andersen, Phillips

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.

