



CITY OF SALEM

555 Liberty St SE
Salem, OR 97301

Meeting Agenda

City Council

Monday, January 10, 2022

6:00 PM

Virtual Meeting

Planning Commission Interviews will be held at 5:15 p.m., followed by the City Council Meeting at 6:00 p.m.

****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>.**

PLANNING COMMISSION INTERVIEWS

5:15 p.m. - Interviews will be conducted virtually, prior to the City Council Meeting.

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

Pledge of Allegiance

Election of Council President

1.1 PLANNING COMMISSION APPOINTMENTS

1.1a. [22-8](#)

Appointments to the Salem Planning Commission.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance.

Recommendation:

Appoint two applicants to the Planning Commission for full-term positions expiring on December 31, 2025.

Summary:

The Council Board and Commission Appointments Committee reviewed and considered applications on December 3, 2021, and then made recommendations for interviews.

Attachments: [Jordan Truitt Application -- Redacted](#)

[Responses to Supplemental Questionnaire \(Truitt\)](#)

[Robert Bierma Application -- Redacted](#)

[Responses to Supplemental Questionnaire \(Bierma\)](#)

[Logan Lor Application -- Redacted](#)

[Responses to Supplemental Questionnaire \(Lor\)](#)

1.2 APPROVAL OF ADDITIONS AND DELETIONS TO THE AGENDA**1.3 COUNCIL AND CITY MANAGER COMMENT****1.4 PROCLAMATIONS****1.5 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. [21-581](#)**

December 13, 2021 Draft City Council Minutes

Attachments: [12-13-21 Draft Council Minutes.pdf](#)

3.2 RESOLUTIONS

- 3.2a.** [21-586](#) Amendments to the Parks, Transportation, Water, and Stormwater System Development Charge Eligible Project Lists.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

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

Recommendation:

Adopt Resolution No. 2022-1, amending the Parks, Transportation, Water, and Stormwater System Development Charges Eligible Project Lists to specify eligibility of infrastructure projects.

Summary:

System Development Charges (SDCs) are expended for construction of parks, transportation, water, wastewater, and stormwater infrastructure needed to serve developable land. Under *Oregon Revised Statutes* (ORS) 223.309, the City is required to prepare a list of projects ("309 Lists") that are to be funded with SDCs. These 309 Lists are periodically modified to ensure that infrastructure needed to serve new developments is eligible for SDC expenditures. Resolution 2022-1 amends the Parks, Transportation, Water, and Stormwater 309 Lists in response to changing development patterns.

Attachments: [Resolution 2022-1.doc](#)
[Resolution 2022-1 Exhibit 1](#)

3.3 ACTION ITEMS

- 3.3a.** [21-578](#) Intergovernmental Agreement with Marion County for improvements to Center Street NE.

Ward(s): 6

Councilor(s): Hoy

Neighborhood(s): ELNA

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

Recommendation:

Authorize the City Manager to execute an Intergovernmental Agreement with Marion County for design, right-of-way acquisition, and construction of roadway improvements within the Salem city limits on Center Street NE.

Summary:

The Oregon Department of Transportation (ODOT), as a part of the Urban Surface Transportation Program (STP-U), awarded federal

funds to Marion County and the City for roadway improvements to Center Street NE. The work will begin at Concord Street NE and extend to a point approximately 15 feet east of Mitchell Street NE, as shown on the attached Project Location Map (Attachment 1). Because the majority of the project is in Marion County, they agreed to take the lead role in delivering a single project on behalf of both agencies. This will result in a more consistent and cost-effective project that can be constructed by a single contractor.

Attachments: [Project Location Map](#)
[Intergovernmental Agreement Number PW-4460-21](#)

3.3b. [21-579](#)

Intergovernmental Agreement with Marion County for Improvements to Hayesville Drive NE.

Ward(s): 5
Councilor(s): Gonzales
Neighborhood(s): Northgate Neighbors
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 Hayesville Drive NE.

Summary:

The Oregon Department of Transportation, as a part of the Urban Surface Transportation Program, awarded federal funds to Marion County for roadway improvements on Hayesville Drive NE. The work will begin at Portland Road NE and extend to Fuhrer Street NE, as shown on the attached Project Location Map (Attachment 1). A small portion of the Hayesville Drive NE project is located within the Salem city limits. Executing an intergovernmental Agreement with Marion County will allow them to complete improvements on the City's portion of the Street with their project.

Attachments: [Project Location Map](#)
[Intergovernmental Agreement No. PW-4459-21](#)

3.3c. [21-583](#)

Project request to design and construct a short recreational trail section, connecting the Skyline Trail to Joplin Court S.

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

Recommendation:

Authorize the creation of a new recreational trail project - "Skyline Trail Connection - Sprague High School to Joplin Court S" in the FY 2021-22 Extra Capacity Parks Fund 260, funded with Parks System Development Charges.

Summary:

Salem-Keizer School District 24J (SKSD) is currently planning to realign the Skyline Trail through the Sprague High School property in 2022. The trail realignment is being completed in conjunction with other upgrades being made to the school. The realigned trail will terminate at the northeast corner of the SKSD property near Joplin Court S, leaving a short unimproved gap in the Skyline Trail. Council approval to create a recreational trail project in the FY 2021-22 construction budget would allow City staff to begin design and construction activities immediately so the new trail section is accessible to a public sidewalk.

Attachments: [Project Location Map](#)
[Public Comment received from M Walker.pdf](#)

Add - Written Testimony.

4. PUBLIC HEARINGS

4.a. [22-1](#)

Petitioner-Initiated Annexation of Territory Located at 3476/3480 Blossom Drive NE and Adjacent Lands - 97305 (Annexation Case No. C-742)

Ward(s): 5

Councilor(s): Gonzalez

Neighborhood(s): Northgate

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

Recommendation:

Adopt Order No. 2022-1 ANX determining that the proposal meets the applicable criteria, changing the zoning for the territory, and approving withdrawal of the territory from the Keizer Fire District.

Summary:

This is a petitioner-initiated, voter-exempt annexation of a 3.54-acre territory located at 3476/3480 Blossom Drive NE and Adjacent Lands - 97305 (Marion County Assessor Map and Tax Lot 073W01A03300) for the purpose of future development. The annexation would include a concurrent change in zoning to City RM-II (Multiple Family Residential-II) for the western area of the territory. A vicinity map is included as Attachment 1.

Attachments: [Vicinity Map](#)[Order No. 2022-1 ANX Adopting the Final Decision and Findings of Compliance](#)[Exhibit A - Petition](#)[Exhibit B - Territory Legal Description and Map](#)[Exhibit C - Findings for Order No. 2022-1 ANX](#)[Partition Plat 2021-064](#)[Planning Commission Recommendation on Land Use Designations](#)[Public Works Department Parks Comments](#)[Fire Department Comments](#)[Public Works Department Development Services Section Comments](#)[Finance Department Comments](#)[Salem-Keizer School District Comments](#)**4.b. [21-520](#)**

City Council review of subdivision approval (SUB21-09) located at 4540 Pringle Road SE.

Ward(s): 3

Councilor(s): Phillips

Neighborhood(s): Morningside Neighborhood Association

Result Area(s): Welcoming and Livable Community

Recommendation:

Affirm the Planning Administrator's decision approving phased subdivision tentative plan case number SUB21-09.

Summary:

The Planning Administrator approved a phased subdivision tentative plan to divide approximately 29.68 acres into 139 single family lots ranging in size from 4,000 square feet to 3.64 acres in two phases of development for property located at 4540 Pringle Road SE. City Council will decide to affirm, modify, or deny the approval.

Attachments: [Vicinity Map](#)[SUB21-09 Decision](#)[Additional Public Comments](#)[Public Comments received by 1:00 p.m. 1-3-2022.pdf](#)[Petitions from Community Members received 1-3-2022.pdf](#)[Comments received from Peter Meyer - 1-3-2022.pdf](#)[Public Comments received from Friends of Marion County - 1-5-2022.pdf](#)[Additional Public Comments received by 5:00 p.m., 1-5-2022.pdf](#)[Additional Public Comments received by 4:00 p.m., 1-7-2022.pdf](#)[Public Comments received by 10:30 a.m., 1-10-2022.pdf](#)[Additional Public Comments received by 5:00 p.m., 1-10-2022.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. [22-2](#) SEDCOR Activity Update for FY 21-22

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

Recommendation:

Information only

Summary:

The City contracts with SEDCOR annually to support some of its economic development activities, including administration of the Enterprise Zone Program, business recruitment efforts, and business retention activity. Under Section 1.5 of the contract, at the request of the Urban Development Director, the SEDCOR President shall present a summary of activity to the City Council.

5.b. [21-567](#) Appointment of Kristin Retherford as Interim City Manager effective March 1, 2022, and update on the process to recruit a new City Manager.

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

Recommendation:

Appoint Kristin Retherford, Urban Development Director, as Interim City Manager, effective March 1, 2022.

Summary:

Steve Powers has announced his retirement effective March 1, 2022. In order to ensure a smooth transition, an Interim City Manager needs to be designated prior to the departure of the current City Manager.

Attachments: [Proposal - Salem City Manager Recruitment December 2021.pdf](#)

5.c. [21-568](#) Motion from Councilor Virginia Stapleton regarding recommendations from Salem Human Rights Commission

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Attachments: [Equity Lens Workgroup Recommendation.pdf](#)
[human-rights-commission-minutes-2021-12-8.pdf](#)
[Public Comment received from C. Ostrand-Ponsioen.pdf](#)
[Public Comments received from H. Oakes-Miller.pdf](#)

Add - Written Testimony.

5.d. [22-10](#)

Motion from Councilor Vanessa Nordyke requesting information regarding a mobile crisis unit pilot project.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Attachments: [Public Comments received by 4:00 p.m., 1-7-2022.pdf](#)
[Public Comments received by 10:30 a.m., 1-10-2022.pdf](#)
[Additional Public Comments received by 5:00 p.m., 1-10-2022.pdf](#)

Add- Written Testimony.

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

6.a. [21-564](#)

Shelter response to the homelessness emergency.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Safe Community, Welcoming and Livable Community.

Recommendation:

The information report is an opportunity for City Council to discuss the selection of micro-village sites.

Summary:

Over 1,000 people are estimated to live outdoors in the Salem area. Unsheltered women make up almost one half of the unhoused population. There is a shortage of shelter beds for women. Per City Council direction, additional sites have been identified that meet sheltering criteria.

Attachments: [Micro Shelter Village Site Options.pdf](#)
[Public Comments received from J. Stenbridge.pdf](#)
[Public Comments received by 10:30 a.m., 1-10-2022.pdf](#)
[Additional Public Comments received by 5:00 p.m., 1-10-2022.pdf](#)

Add - Written Testimony.

6.b. [21-585](#)

Salem Parks and Recreation Advisory Board Annual Report 2021.

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:

Information only.

Summary:

This information report presents the 2021 Annual Report from the Salem Parks and Recreation Advisory Board (SPRAB). The report highlights accomplishments, endorsements and support of programs and activities during 2021 and presents recommendations for consideration by Council.

Attachments: [2021-SPRAB Annual Report](#)

6.c. [22-13](#)

Planning Administrator Decision - An application to modify phases T, UA, UB, and V of the approved Fairview Addition West subdivision. - Approved.

Modification of Phased Subdivision Case No.

FRP-PAR-SUB14-01MOD1 - Eric Olsen, Olsen Design and

Development on behalf of Fairview Addition LLC (Eric Olsen, Caleb Williams) - 2250 Strong Rd SE.

Ward(s): 3

Councilor(s): Phillips

Neighborhood(s): Morningside

Recommendation:

Information Only.

Attachments: [Land Use Decision FRP-PAR-SUB14-01MOD1](#)

7. ORDINANCES

7.1 FIRST READING:

7.1a. [21-572](#)

Petitioner-Initiated Annexation of Territory Located at Ash Grove Subdivision and Adjacent Lands - Hollywood Drive, NE (Annexation Case No. C-741)

Ward(s): 6

Councilor(s): Hoy

Neighborhood(s): NOLA

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

Recommendation:

Advance Ordinance Bill No. 1-22 approving annexation, applying City zoning, and approving withdrawal from the East Salem Sewer and Drainage District and Marion County Fire District #1 for a territory of approximately 3.3 acres located at Ash Grove Subdivision and Adjacent Lands to second reading for enactment.

Summary:

This is a petitioner-initiated, voter-exempt annexation of Ash Grove Subdivision and Adjacent Lands, a territory containing 3.30 acres outside the existing right-of-way of Hollywood Drive NE and 2,436 square feet within the existing right-of-way of Hollywood Drive NE - 97305 (Marion County Assessor Map and Tax Lot Number 072W18AC / 9400, 9500, 9600, 9700, 9800, 9900, 10000, 10100, 10200, 10300, 10400, 10500, 10600, 10700), for the purpose of obtaining City services. The annexation would include a concurrent application of City zoning of RS (Single Family Residential). A vicinity map is included as Attachment 1.

Attachments: [Vicinity Map](#)

[Ordinance Bill No. 1-22](#)

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

7.2 SECOND READING:

7.2a. [21-576](#)

Petitioner-Initiated Annexation of Territory Located at 6565 Sunnyside Road SE - 97302 (Annexation Case No. C-729)

Ward(s): 4

Councilor(s): Leung

Neighborhood(s): SGNA

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

Recommendation:

Conduct second reading of and approve Ordinance Bill No. 15-21 annexing, applying City zoning, and approving withdrawal from Salem Suburban Rural Fire Protection District for a 1.18-acre territory located at 6565 Sunnyside Road SE.

Summary:

This is a petitioner-initiated, voter-exempt annexation of a 1.18-acre territory located at 6565 Sunnyside Road SE - 97306 (Marion County Assessor Map and Tax Lot Number 083W22DA00300). A

vicinity map is included as Attachment 1.

Attachments: [Vicinity Map](#)

[Ordinance Bill No. 15-21](#)

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

7.2b. [21-577](#)

Petitioner-Initiated Annexation of Territory Located at 4120 Fisher Road NE and Adjacent Lands - 97305 (Annexation Case No. C-740)

Ward(s): 5

Councilor(s): Gonzalez

Neighborhood(s): Northgate

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

Recommendation:

Conduct second reading of and approve Ordinance Bill No. 16-21 annexing, changing the zoning, and approving withdrawal from the East Salem Sewer and Drainage District and Marion County Fire District #1 for a 4.35-acre territory located at 4120 Fisher Road NE and Adjacent Lands.

Summary:

This is a petitioner-initiated, voter-exempt annexation of a 4.35-acre territory located at 4120 Fisher Road NE and Adjacent Lands - 97305 (Marion County Assessor Map and Tax Lot Numbers 072W07BC01100 and 072W07BC01001) for the purpose of future development. The annexation would include a concurrent change in zoning to City RM-I (Multiple Family Residential-I). A vicinity map is included as Attachment 1.

Attachments: [Vicinity Map](#)

[Ordinance Bill No 16-21](#)

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

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. [21-574](#) 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:

Proposed Changes to the Criteria for a Major City-Initiated Comprehensive Plan Map Amendment
Monday, January 24, 2022 at 6:00 p.m.

2022 Community Development Block Grant/HOME Investment Partnership Grant Annual Action Plan and 2021 HOME Investment Partnership Grant (American Rescue Plan) Annual Action Plan Amendment
Monday, May 23, 2022 at 6:00 p.m.

SALEM HOUSING AUTHORITY PUBLIC HEARINGS:**URBAN RENEWAL AGENCY PUBLIC HEARINGS:****WORK SESSIONS:**

City Council Work Session #1 of 2
Update on Unsheltered Crisis
Tuesday, January 18, 2022 at 6:00 p.m.

City Council Work Session #2
2022 Council Policy Agenda
Tuesday, January 18, 2022 at 7:00 p.m., or immediately following work session #1

City Council Work Session
Update on Unsheltered Crisis
Tuesday, February 22, 2022 at 6:00 p.m.

City Council Work Session
Community Feedback for Infrastructure Bond Priorities
Monday, March 21, 2022 at 6:00 p.m.

BUDGET COMMITTEE MEETINGS

City Manager Presents Proposed FY 2023 Budget to Budget Committee

Wednesday, April 20, 2022 at 6:00 p.m.

Budget Committee Review

Wednesday, April 27, 2022 at 6:00 p.m.

Budget Committee Review

Wednesday, May 4, 2022 at 6:00 p.m.

Budget Committee Recommends FY 2023 Budget to City Council and
Urban Renewal Agency

Wednesday, May 11, 2022 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: 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.

