

*555 Liberty St SE  
Salem, OR 97301*



## **Final Action Agenda - Minutes - Final**

**Monday, February 22, 2021**

**6:00 PM**

**Virtual Meeting**

**City Council**

**\*\*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](mailto: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>**

## **EXECUTIVE SESSION**

## **WORK SESSION**

### **1. OPENING EXERCISES: (Includes call to order, roll call, pledge of allegiance, announcements, proclamations, ceremonial presentations, and Council comment)**

#### **Call to Order**

6:18 p.m.

#### **Roll Call**

**Present:** 9 - Councilor Andersen, Councilor Lewis, Councilor Hoy, Mayor Bennett, Councilor Leung, Councilor Nordyke, Councilor Phillips, Councilor Stapleton, and Councilor Gonzalez

### **1.1 APPROVAL OF ADDITIONS AND DELETIONS TO THE AGENDA**

**A motion was made by Councilor Hoy, seconded by Councilor Lewis to approve the additions and deletions to the agenda.**

**The additions were items 3.3d, Priority Bills for 2021 Legislative Session and 6.c, Storm Update. Item 5.c (file 21-52), Our Salem Vision was deleted from the agenda.**

**Comments by Councilor Hoy.**

**The motion CARRIED by the following vote:**

**Aye:** 9 - Andersen, Lewis, Hoy, Bennett, Leung, Nordyke, Phillips, Stapleton, and Gonzalez

**Nay:** 0

**Abstain:** 0

## 1.2 COUNCIL AND CITY MANAGER COMMENT

Comments by: City Manager Powers, Mark Bechtel, Public Works Operations Manager, Fire Chief Niblock, Councilors Hoy and Andersen, Mayor Bennett, Councilors Stapleton, Phillips, Nordyke, and Gonzalez.

## 1.3 PROCLAMATIONS

1.3a. [21-67](#) Proclamation recognizing Red Cross Month in Salem

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Mayor Bennett read the proclamation.

Comments by Darrell Fuller, Board Member, Northwest Oregon Chapter of the American Red Cross.

## 1.4 PRESENTATIONS

None.

## 2. PUBLIC COMMENT: (Comment on agenda items other than public hearings and deliberations)

The following individual provided comments via remote video:

Tracy Schwartz, Chair, Historic Landmarks Committee, Item 5.a, File 21-34.

Questions or Comments by Mayor Bennett.

## 3. CONSENT CALENDAR: (Includes approval of minutes, adoption of routine resolutions, and items of business requiring Council action)

A motion was made by Councilor Hoy, seconded by Councilor Phillips to approve the consent calendar with the pulls of items 3.2b by Councilor Andersen and 3.3b by Councilor Leung.

Comments by Councilor Hoy.

The motion CARRIED by the following vote:

**Aye:** 9 - Andersen, Lewis, Hoy, Bennett, Leung, Nordyke, Phillips, Stapleton, and Gonzalez

**Nay:** 0

**Abstain:** 0

### 3.1 MINUTES

- 3.1a. [21-26](#) February 8, 2021 Draft City Council Minutes

**Action: Approved.**

### 3.2 RESOLUTIONS

- 3.2a. [21-47](#) Dedication of City Property as Public Right-of-Way at the Northwest Corner of 12th Street SE and Fairview Avenue SE.

Ward(s): Ward 2

Councilor(s): Andersen

Neighborhood(s): Morningside

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

**Adopted Resolution No. 2021-4 dedicating a portion of the land acquired by the City of Salem at the northwest corner of 12th Street SE and Fairview Avenue SE as public right-of-way.**

- 3.2b. [21-64](#) Authorizing Refundings of General Obligation Bonds.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance

**Pulled by Councilor Andersen - See item 5.d.**

### 3.3 ACTION ITEMS

- 3.3a. [21-48](#) Intergovernmental Agreement with Marion County for the collection of survey control point information for the Oregon Map (ORMAP) Project.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance

**Authorized the City Manager to execute an Intergovernmental Agreement between the City of Salem and Marion County for the collection of survey control point information for the ORMAP project.**

**3.3b.** [21-49](#)

Salem Municipal Airport Site Development Fee Waiver

Ward(s): 2

Councilor(s): Andersen

Neighborhood(s): SEMCA

Result Area(s): Safe, Reliable and Efficient Infrastructure; Strong and Diverse Economy

**Pulled by Councilor Leung - See item 5.e.****3.3c.** [21-75](#)

Ratification of the City Manager's Emergency Order relating to the February 13, 2021 storm event.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance

**Ratified the City Manager's Emergency Order relating to the February 13, 2021 storm event****3.3d.** [21-54](#)

Priority bills for 2021 Oregon Legislative Session

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**Approved the City of Salem's positions on legislative House Bills 2004, 2283, 2398, 2417, 2447, 2739, 3089, and Senate Bills 108, 458, reviewed by the Legislative Committee on February 19, 2021.****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.**     [21-34](#)     Annual Historic Landmarks Commission Report

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Welcoming and Livable Community.

**Information Only****5.b.**     [21-17](#)     Increasing patron access to the library with new parking policies

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Welcoming and Livable Community

**A motion was made by Councilor Hoy, seconded by Councilor Andersen to direct staff to prepare for Council's consideration a resolution to adopt Council Policy L2, establishing that parking at the Main Library Parkade be provided at no cost to the public for the first three hours, while retaining the City Manager's authority to establish additional free parking events and future parking fees.**

**Comments by: Councilors Hoy, Andersen, Stapleton, and Nordyke, Mayor Bennett, Sara Strahl, City Librarian, Kristin Retherford, Urban Development Director, and City Manager Powers.**

**The motion CARRIED by the following vote:**

**Aye:**     9 - Andersen, Lewis, Hoy, Bennett, Leung, Nordyke, Phillips, Stapleton, and Gonzalez

**Nay:**     0

**Abstain:**     0

**5.c.**     [21-52](#)     Our Salem Vision.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Natural Environment Stewardship; Safe Community; Safe, Reliable and Efficient Infrastructure; Strong and Diverse Economy; Welcoming and Livable Community; Good Governance.

**This SOB - Management Report was withdrawn from the agenda.**

**5.d.     [21-64](#)  
(3.2b)**

Authorizing Refundings of General Obligation Bonds.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance

**A motion was made by Councilor Andersen, seconded by Councilor Hoy to adopt Resolution No. 2021-5 authorizing the issuance of general obligation refunding bonds and allow the City Manager, the Chief Financial Officer or a person designated by the City Manager or Chief Financial Officer, to negotiate the terms, covenants and pay costs in connection with the City of Salem refundings of the 2012 and 2013 Streets and Bridges general obligation bonds.**

**Questions or Comments by: Councilor Andersen, Robert Barron, Chief Financial Officer, and Mayor Bennett.**

**The motion CARRIED by the following vote:**

**Aye:**   9 - Andersen, Lewis, Hoy, Bennett, Leung, Nordyke, Phillips, Stapleton, and Gonzalez

**Nay:**    0

**Abstain:** 0

**5.e.     [21-49](#)  
(3.3b)**

Salem Municipal Airport Site Development Fee Waiver

Ward(s): 2

Councilor(s): Andersen

Neighborhood(s): SEMCA

Result Area(s): Safe, Reliable and Efficient Infrastructure; Strong and Diverse Economy

**Prior to the discussion for this item, Councilor Leung experienced technical difficulties, losing her connection to the meeting, and she rejoined the meeting at 7:43 p.m.**

**Comments by Mayor Bennett, Kristin Retherford, Urban Development Director and John Paskell, Airport Manager.**

**A motion was made by Councilor Leung, seconded by Councilor Hoy to authorize the City Manager to waive the Airport Site Development Fee for five years, effective March 1, 2021, and expiring February 28, 2026.**

**Questions or Comments by: Councilor Leung, John Paskell, Airport Manager, Councilor Stapleton, Kristin Retherford, Urban Development Director.**

**The motion CARRIED by the following vote:**

**Aye:** 9 - Andersen, Lewis, Hoy, Bennett, Leung, Nordyke, Phillips, Stapleton, and Gonzalez

**Nay:** 0

**Abstain:** 0

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

**6.a.**     [21-46](#)

Planning Administrator Decision - To expand an existing mobile home park - Approved.

Manufactured Home Park Permit / Class 2 Adjustment / Property Boundary Verification Case No. MHP-ADJ-PBV20-01 - Ross Rongner - 2200 Lancaster Dr SE.

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

**This Informational Report was received and filed.**

**6.b.**     [21-68](#)

Purchases approved administratively from January 1, 2021 through January 31, 2021.

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

**This Informational Report was received and filed.**

**6.c.**     [21-85](#)

Storm Update

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

**This Informational Report was received and filed.**

## 7. ORDINANCES

### 7.1 FIRST READING:

**7.1a.** [21-70](#)

Amending Salem Revised Code Chapter 601 (Floodplain Overlay Zone).

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Natural Environment Stewardship

**A motion was made by Councilor Hoy, seconded by Councilor Lewis to conduct first reading of Ordinance Bill No. 1-21 amending Chapter 601 (Floodplain Overlay Zone) of the Salem Revised Code and, after a public hearing, advance it to second reading for enactment.**

**Comments by Councilor Hoy.**

**The motion CARRIED by the following vote:**

**Aye:** 9 - Andersen, Lewis, Hoy, Bennett, Leung, Nordyke, Phillips, Stapleton, and Gonzalez

**Nay:** 0

**Abstain:** 0

**7.2 SECOND READING:**

None.

**8. PUBLIC COMMENT: (Other than agenda items)**

None.

**9. ADJOURNMENT**

7:52 p.m.

**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](mailto: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. [21-65](#) 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**

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

**This Future Agenda Items was received and filed.**

**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](mailto: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](mailto: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.