



## Staff Report

---

**File #:** 19-143

**Version:** 1

**Date:** 4/8/2019

**Item #:** 3.3a.

---

**TO:** Mayor and City Council

**THROUGH:** Steve Powers, City Manager

**FROM:** Kristin Retherford, Urban Development Department Director

**SUBJECT:**

Intergovernmental Agreement with Salem-Keizer School District 24J for use of a portion of Columbia Street NE right of way adjacent to Highland Elementary School.

Ward(s): 1

Councilor(s): Kaser

Neighborhood(s): Highland

Result Area(s): Good Governance

**ISSUE:**

Shall the City Council authorize the City Manager to execute the attached Intergovernmental Agreement with Salem-Keizer School District 24J for use of a portion of Columbia Street NE right of way adjacent to Highland Elementary School?

**RECOMMENDATION:**

Authorize the City Manager to execute the attached Intergovernmental Agreement with Salem-Keizer School District 24J for use of a portion of Columbia Street NE right of way adjacent to Highland Elementary School.

**SUMMARY:**

Highland Elementary School, operated by Salem-Keizer School District 24J ("District"), currently utilizes a truncated portion of Columbia Street NE as a parking lot and student drop-off site (the "Property"). The City and District desire to formalize this arrangement via an Intergovernmental Agreement (Attachment 1).

**FACTS AND FINDINGS:**

The Property contains roughly 15,510 square feet. The District shall be responsible for all routine maintenance, keep the area clean of litter and debris, and ensure proper access for emergency vehicles. The City shall be responsible for all other maintenance of the Property. There is no monetary consideration as part of this Agreement.

**BACKGROUND:**

The City and District have utilized a similar agreement in the past when Market Street NE was realigned at 45<sup>th</sup> Avenue NE, truncating the Market Street NE right of way that serves Swegle Elementary School.

Clint Dameron  
Real Property Services Manager

**Attachments:**

1. Proposed Agreement