



**FOR COUNCIL MEETING OF:  
AGENDA ITEM NO.:**

March 3, 2008  
7 (a)

**TO:** MAYOR AND CITY COUNCIL  
**THROUGH:**   
LINDA NORRIS, CITY MANAGER PRO TEM  
**FROM:** TONY MOUNTS, ADMINISTRATIVE SERVICES DIRECTOR   
**SUBJECT:** AMENDMENT OF MOTION TO CONTINUE EID ASSESSMENT  
HEARING

**ISSUE:**

Shall the City Council continue the public hearing for the Downtown Salem Economic Improvement District (the EID) assessment for an additional 7 days, from March 31, 2008 to April 7, 2008, to allow notification of additional property owners?

**RECOMMENDATION:**

That the City Council continue the public hearing for the EID assessment for an additional 7 days, from March 31, 2008 to April 7, 2008, to allow notification of additional property owners.

**BACKGROUND:**

On February 25, 2008, the City Council held a public hearing on proposed assessments for the economic improvement projects within the EID. On February 25, 2008 staff discovered that one property (the Equitable Building) had not been provided notice of the amount of the proposed assessment and the hearing. The City Council voted to continue the hearing to March 31, 2008, but only for the limited purpose of allowing the property owner of the Equitable Center to file written objections against or written support for the assessment.

**FACTS AND FINDINGS**

Notices sent on January 25, 2008 were sent to all properties that had structure improvements or were unimproved or parking lots, where area (square foot) data was available. After the February 25, 2008 hearing, staff conducted a thorough review of all downtown properties and determined that 56 properties had not been mailed notice of proposed assessment and the hearing. Of the 56 properties for which no notice was mailed, all but seven were exempt from the assessment (church, school, public property). Of the seven properties, five are condominiums within the Grand Hotel & Ballroom that were not included in the square foot data originally received from the Assessor. Of the remaining two, one property is a parking lot and the other is a restaurant.

Owners of three of the seven properties have waived their notice rights. Two separate parties own the four remaining properties. To ensure notice has been provided for all properties that are subject to assessment and that these owners have an opportunity to provide testimony in support of, or in opposition to, the assessment for those properties, staff recommends mailing notice to these property owners on March 4, 2008. If Council approves the extension to provide notice, the 30-day period will require continuing the public hearing to April 7, 2008.