

## CITY MANAGER'S UPDATE—MARCH 20, 2019

Prepared for Mayor and Councilors

### ***Job Well Done!***

An email from a happy resident,

Dear Public Works Manager, I would like to commend two of your employees that are first responders for water supply issues. They are Richard and Jake. I had a problem with the main water to my house. I called it in to dispatch and Richard and Jake were there very quickly, about fifteen minutes. They were able to identify the problem and went about fixing the issue immediately. They displayed good knowledge of the situation and answered all my questions as they worked. They also took care of the raising the housing around the water meter to accommodate my driveway, which I really appreciated. They definitely went above and beyond and made the whole thing look easy. The City of Salem is lucky to have them as employees.

### ***Management***

We are beginning the planning for the space on the first floor of the Civic Center/City Hall that will be vacated when the Police move out. How should City Hall be reconfigured? Staff will be thinking about all three floors. What opportunity does this create to better serve our community and to improve staff team collaborations? What should we be thinking about? What should we avoid? A City Hall Reconfiguration workgroup has been formed to provide recommendations. The group identified key goal areas of community centric, security and safety, and sustainability and efficiencies. The work group is surveying employees to start. The workgroup will also reach out to publicly-facing staff to hear customer service experiences. The space vacancy is an opportunity to shape the next generation of city service at the Civic Center!

### ***Development***

Through February, with four months remaining in the fiscal year, the number of single family and duplex permits equals the total number of single family/duplex permits issued for all of last fiscal year (July 1, 2017 to June 30, 2018).

### ***Communications***

The April utility bill insert will reference the release of the annual water quality report AND the City's web page for regular and up-to-date drinking water information.

### ***Partnerships***

**HEAL Cities NW is convening in Salem on May 17th from 9:00 a.m.-3:00 p.m.** Salem is a HEAL City. More details about the event and the registration link can be found [here](#) HEAL provides support for healthy food access, active transportation, and workplace wellness policy implementation.

The Mid-Willamette Homeless Initiative and Community Action have formalized partner support for the Challenge to End Youth Homelessness. Chief Moore and I have signed a

non-binding memorandum of understanding for the City and Salem Housing Authority. The MOU sets the goals and objectives for the youth challenge and formalizes the leadership and core teams.

The City and SEDCOR are planning a forum with area food/beverage producers this April to discuss water treatment updates, water system improvements, sharing of detailed water quality data, and communication. The forum will also cover workforce training.

## **Community**

Through early March, the warming centers served 3,958 guests over 42 nights. The First Presbyterian Church site activated 41 nights, the Church at the Park activated 23 nights, and the South Salem Friends Church activated 13 nights. The sites were open because 329 people volunteered 6,587 hours from November through early March. The average temperature for the activated nights was 29 degrees.

## **Projects**

A survey is out regarding multifamily housing design regulations. The survey is part of the City's Multifamily Housing Design project. The initial code concepts were presented at a February 27 public workshop. A summary of the workshop and presentation are available on the project website, as is a link to the survey. Input from the workshop and survey will be used to help refine the initial concepts and develop draft code language. The draft code language will be presented to the public at a second workshop this spring. The City kicked off the Multifamily Housing Design project in December. The project seeks to update the City's regulations on housing developments with three or more dwelling units. The project aims to help meet Salem's housing needs by removing barriers to multifamily housing development and ensuring new development is compatible with neighborhoods.

City Council's library retrofit committee met last week. Staff introduced five criteria for a library location during the retrofit project. The committee is advising that the City focus on a single large location. They also acknowledged that no location will be perfect. So to help with the trade-offs, they recommended that we augment our service with as much "pop-up" activity as possible. Staff will be bringing a report to the committee on various large spaces, with a recommendation from the committee by the end of May. The Library Advisory Board will also be involved.

For the Police Station Project, on March 5<sup>th</sup> the construction manager/general contractor, JE Dunn Construction, hosted an informational meeting for local contractors.

## **Public Records**

I need to clarify my March 13 update report item regarding public records over ten years old that are no longer available on the City website. My statement that requestors will not have to pay a fee or submit a public records request is inconsistent with the City's public records policy adopted by City Council. While the policy allows the City to waive fees for easily accessible items, historical archived records don't generally meet that description. Staff is working on making the City's records as accessible to the public as possible. There is a cost associated with searching archived public records.

## ***Upcoming Issues***

On April 8, 2019, City Council will be considering revisions to SRC 102, Parking Regulations. The revisions will not have budgetary or operational impacts. The recommended revisions will improve clarity of parking code definitions for the public and parking enforcement. In addition, revisions will allow for consistent tracking and management of City on and off-street parking resources in response to increased demand. If approved, residents who use the parking structures to meet their parking needs will be required to purchase a permit and contribute to the operation and maintenance of the parking structures, like downtown employees. Staff will present the proposed permit change for residents to the CANDO neighborhood association in March. Additional outreach will include notification to property owners with housing unit and flyers distributed on resident vehicles parking in the parkades. A warning will be issued for the first violation as an additional education tool.

On April 22, before the City Council meeting, there will be a work session to discuss whether the City should support Marion and Polk Counties forming a homeless Continuum of Care (CoC). A CoC is a federally required organization that received federal funds for homeless services. Marion and Polk are currently part of a 26-county CoC. Information will be sent out before the meeting so the work session can focus on questions from councilors on the pros and cons of changing the CoC. What are the policy questions that need to be answered? Should the region establish its own CoC? What organizational structure is recommended for a new CoC? How would the Salem region benefit from a change?

The updates to the Unified Development Code will be before City Council for first reading on April 22, with the new ordinances adopted and in effect by July. Among the recommended updates from the Planning Commission are changes to allow bees and ducks, neighborhood notification, and grading plan requirements.

The Library information report will be on the April 22 City Council agenda. Collection development has remained on-pause.

## ***Federal***

The Army Corps of Engineers has provided an update on the Detroit Dam Temperature Control and Downstream Fish Passage Project. The Draft Environmental Impact Statement (EIS) will be available in late May 2019. This will include the preferred alternatives for the temperature control tower and the Floating Screen Structure (downstream passage). The release of the Draft EIS starts the public comment period. The Army Corps' website for the project is <https://www.nwp.usace.army.mil/Willamette/Detroit/fish-passage>

The U.S. Senate is planning to reauthorize the Fixing America's Surface Transportation (FAST) Act, the funding and authorization bill that governs U.S. federal surface transportation spending. The City will be submitting for Senator Merkley's consideration the McGilchrist improvement project. Senator Merkley will be leading the effort to fund projects like McGilchrist within the FAST Act.

## ***Policy Agenda***

The Our Salem Stakeholder Advisory Committee meets Wednesday, April 3 from 4 to 6 p.m. in Classrooms A and B at Center 50+, [2615 Portland Road NE, Salem](#). The public is invited

to attend and participate. The committee will review preliminary results from an analysis of existing conditions of the city and future scenarios for how Salem could grow. The analysis is part of the first phase of the [Our Salem project](#) , a multi-year project to update the [Salem Area Comprehensive Plan](#). The preliminary results will include a look at how Salem performs against a list of [20 top indicators](#). The committee will also review initial results from Salem's first greenhouse gas emissions, inventory. All of the draft results from the first phase of the Our Salem project will be presented to the community at a public workshop in early May. The workshop has not been scheduled yet.

## ***Follow Up***

The Salem Parks and Recreation Advisory Board has decided three of the trees on Division Street NE will be removed; the remaining 20 trees will stay. As a result, the parking on Division Street NE will be parallel instead of diagonal.

Thanks for reading,  
Steve