

Accessibility and Accommodation Requests

For questions about accessibility or accommodations for persons with disabilities, or to request a translator, interpreter, or other communication aids, please contact Melissa Bisset at 503-856-3412 or bissetm@keizeror.gov. The City of Keizer is committed to providing equal access to all public meetings and information per the requirements of the ADA and Oregon Revised Statutes (ORS). The Keizer Civic Center is wheelchair accessible.

To provide oral comments via electronic means, please contact the City Recorder's Office no later than 2:00 p.m. on the day of the meeting. Most regular City Council meetings are streamed live through www.KeizerTV.com and cable-cast on Comcast Channel 23 within the Keizer City limits.

AGENDA
KEIZER CITY COUNCIL
WORK SESSION

Monday, December 9, 2024

6:00 PM

Robert L. Simon Council Chambers
930 Chemawa Road NE
Keizer, Oregon

1. CALL TO ORDER

2. ROLL CALL

3. DISCUSSION

a. Short and Long-Term Goal Progress for 2022-2024 Council

4. ADJOURNMENT

City of Keizer Mission Statement

Keep City Government Costs And Services To A Minimum By Providing City Services To The Community In A Coordinated, Efficient, And Least Cost Fashion

"Agenda Management Services are being supported, in whole or in part, by federal award number 21.019 awarded to City of Keizer by the U.S. Department of the Treasury."



Review of 2022-2024 Council Goals

December 9, 2024



Agenda



- Short-Term Goal Accomplishments and Status
- Long-term goal progress and review
- Comments and Discussion between Council, incoming council, and staff





Short Term Goals (2022-2024)

- UGB Discussion of Next Steps – Housing, Employment, Transportation
- Procurement Simplification – Considerations in Decision Making
- City Wide Camera System – Parks, Street Exits, and Body Cameras
- Artificial Turf Project at Keizer Rapids Park
- Codification of Ordinances
- Implementation of Agenda Management System
- Human Resource Information System (HRIS)
- Development of Social Media Policy
- Adoption of Changes to the Emergency Operations Plan
- Adapt Community Center Policies and Practices to Run Optimally
- Integrate Strategic Plan into the Budget Process

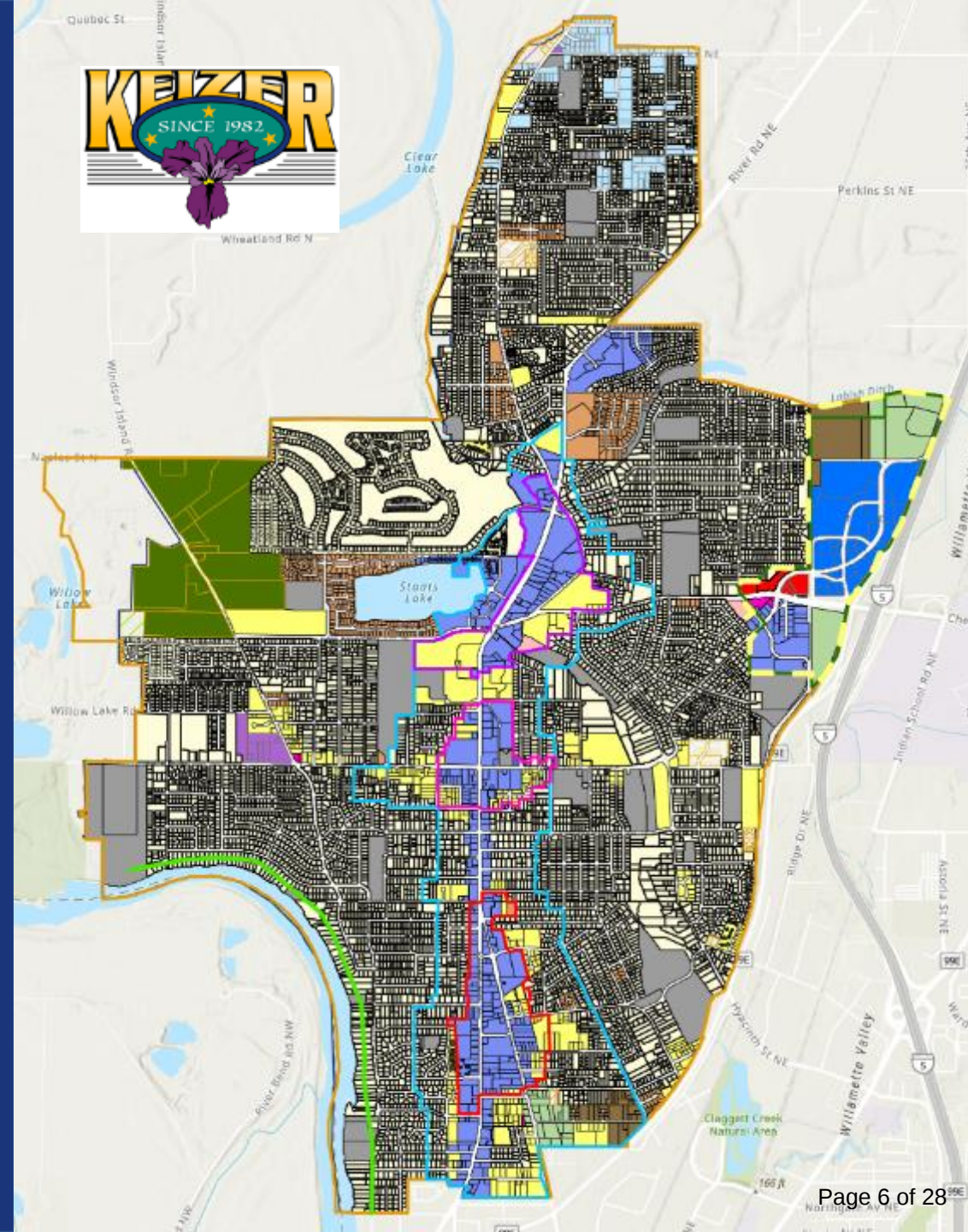


Short-Term Goals

UGB Discussion of Next Steps

Status – Made Progress

- Staff spoke with Department of Land Conservation and Development (DLCD) about options
- Held meeting at the Mid-Willamette Valley Council of Governments (MWVCOG) with senior staff from the City of Salem, City of Keizer, Marion County, and Polk County
- Held Work Session on requirements, barriers, and avenues and impacts on Housing, Employment, & Transportation



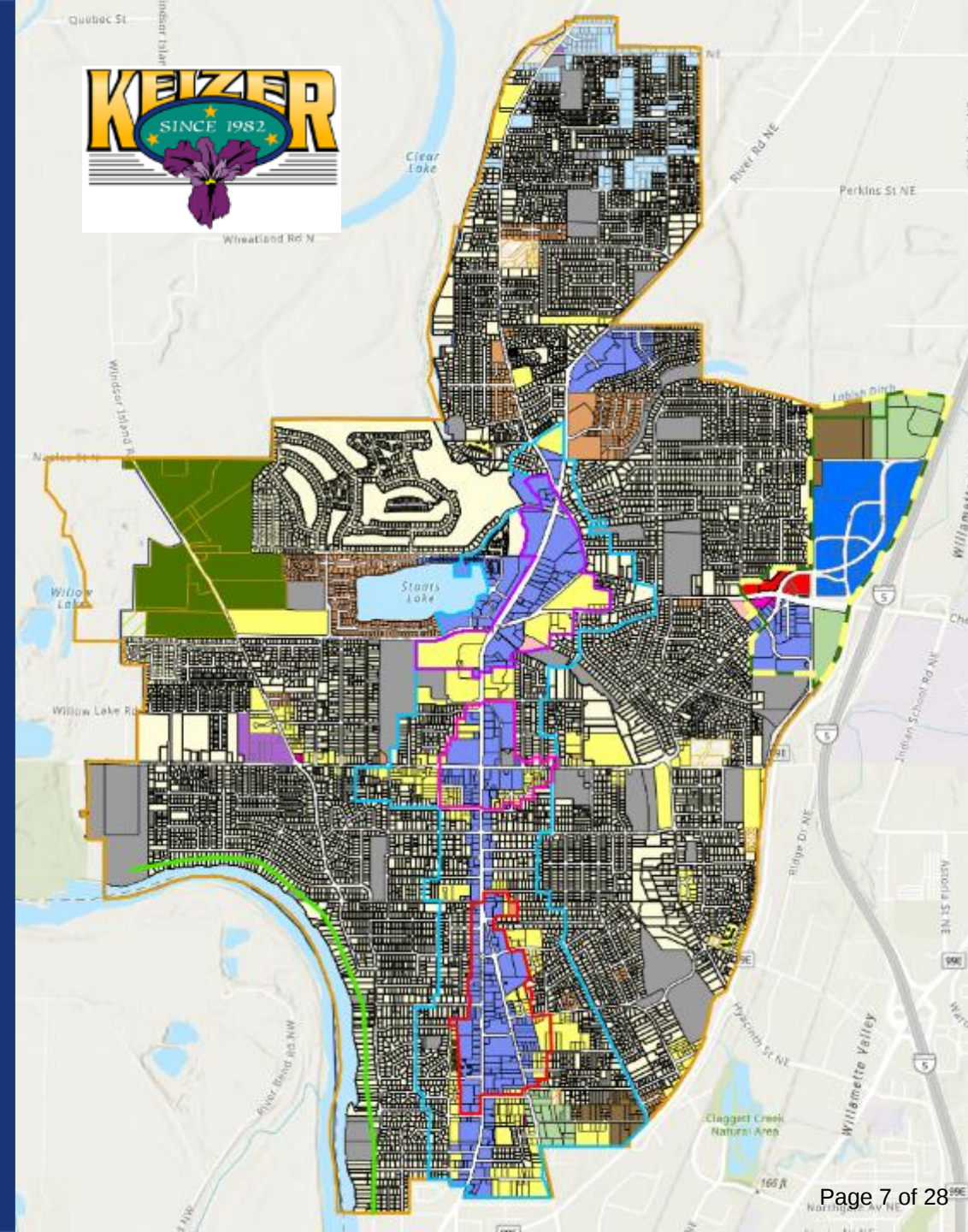
UGB Discussion of Next Steps

- Options:
 - Land Swap
 - Separation of Urban Growth Boundary
 - Legislative
 - Exception Lands

Public Engagement Needed

- Small Town, Big Town, In-between?
- What do we want to accomplish?
- Impact on Schools

Council directed staff to hold town halls in early 2025

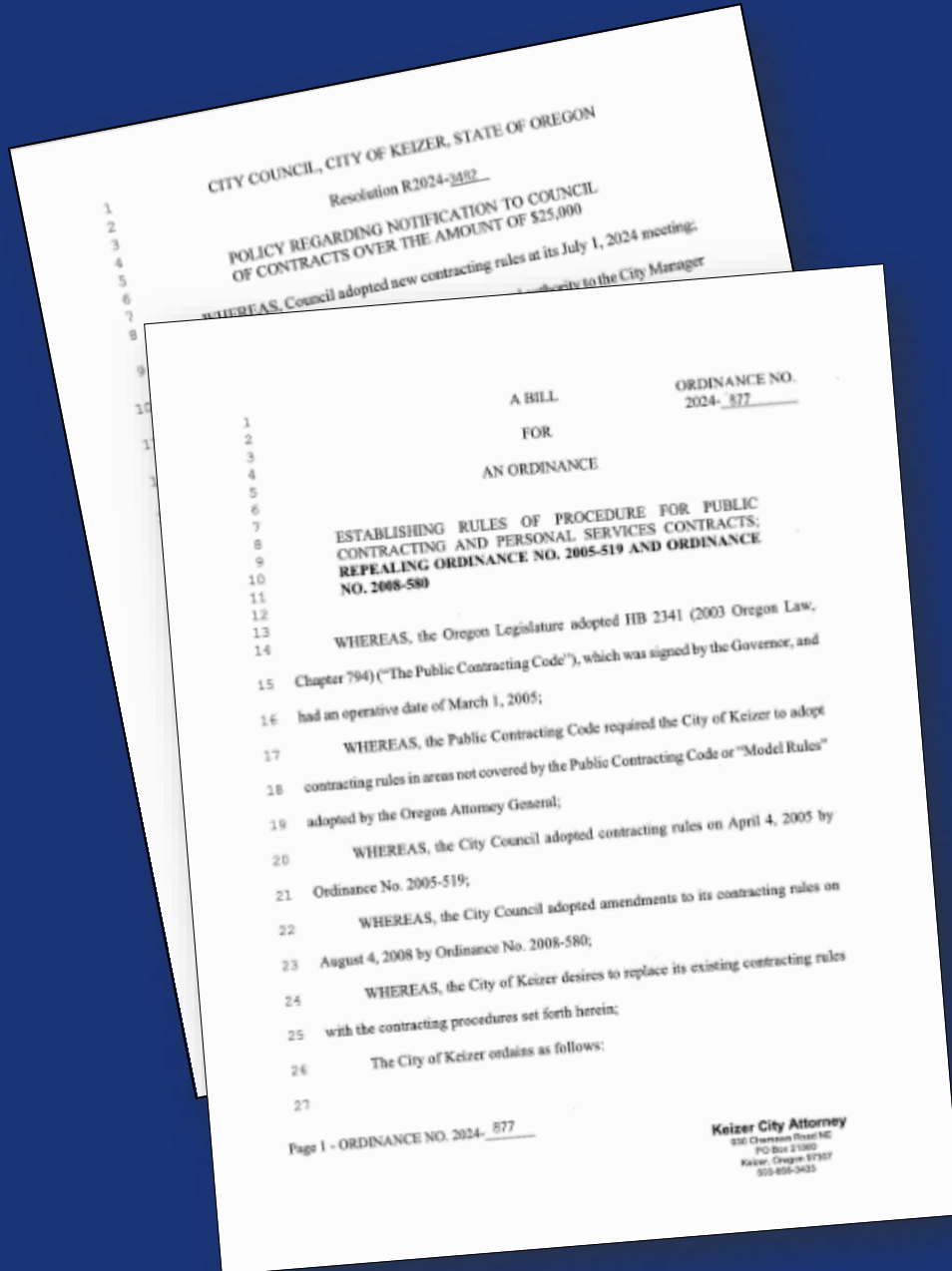




Procurement Simplification

Completed on July 1, 2024 ✓

- Resolution 2024-3482
- Ordinance 2024-877



City-Wide Camera System

- Parks Cameras – Installations done by end of the year
- City Road Exits License Plate Reading (LPR) Cameras – Installed and under configuration
- Body Cameras – Grant awarded, cameras will be ordered after Grant Agreement is approved on December 16, 2024



Artificial Turf Project





Search or jump to

NOTIFICATIONS SIGN IN HELP Select Language

Computation of time. The time within which an act is to be done is computed by excluding the first day and including the last, unless the last day falls upon any legal holiday or on Saturday, in which case the last day is also excluded.

State Law reference.— Similar provisions, ORS 174.120(1).

Council. Whenever the term "Council" is used, it shall be construed to mean the Council of the City of Salem, Oregon.

County. The term "the County" or "this County" means Marion County, Oregon, or Polk County, Oregon, whichever is applicable under the circumstances.

Day. A day is the period of time between any midnight and the midnight following.

Daytime, nighttime. "Daytime" is the period of time between sunrise and sunset; "Nighttime" is the period of time between sunset and sunrise.

Department, board, commission, office, officer, or employee. Whenever any department, board, commission, office, officer, or employee is referred to, it shall mean a department, board, commission, office, officer, or employee of the City, unless the context clearly indicates otherwise.

Director. The term "Director" means the City Manager, or the department director charged by the City Manager with the implementation and enforcement of the applicable chapter of the Code or as imposed by the Code, or that department director's designee."

Gender. The masculine gender includes the feminine and neuter, and vice versa.

Health Officer. The term "Health Officer" means the City Manager, or the department director charged by the City Manager with the implementation and enforcement of the chapter, or that department director's designee.

In the City. The term "in the City" means and includes all territory over which the City now has or shall hereafter acquire jurisdiction for the exercise of its police powers or other regulatory powers.

Joint authority. All words giving joint authority to three or more persons or officers shall be construed as giving such authority to a majority of such persons or officers.

Month. The term "month" means a calendar month.

Number. The singular number includes the plural and the plural includes the singular, unless the context specifically indicates otherwise.

Oath. The term "oath" includes affirmation.

Offense. The doing of any act or thing prohibited or the failing to do any act or thing commanded to be done in this Code within the corporate limits of the City is hereby declared to be an offense against the public peace, safety, morals, and general welfare of the people of the City.

Official time. Whenever certain hours are named in this Code, they shall mean the standard of time as set out in ORS 187.110.

Or; and. The term "or" may be read "and," and the term "and" may be read "or," if the context specifically demands.

ORS. The abbreviation "ORS" and references to the state law following ORS mean and refer to the latest edition or supplement of the Oregon Revised Statutes.

Owner. The term "owner," applied to a building or land, includes any part owner, joint owner, tenant in common, joint tenant, or tenant by the entirety of the whole or of a part of such building or land, or vendee in possession under a land sale contract.

Person. The term "person" includes individuals, corporations, limited liability companies, associations, firms, partnerships, joint stock companies, and any other entity in law or fact.

Personal property. The term "personal property" includes every species of property, except real property, as defined in this section.

Preceding, following. The terms "preceding" and "following" mean next before and next after, respectively.

Process. The term "process" includes a writ or summons issued in the course of judicial proceedings of either a civil or criminal nature.

[GOVERNMENT](#) [CHAPTER 2. ADMINISTRATION](#)



Codification ✓

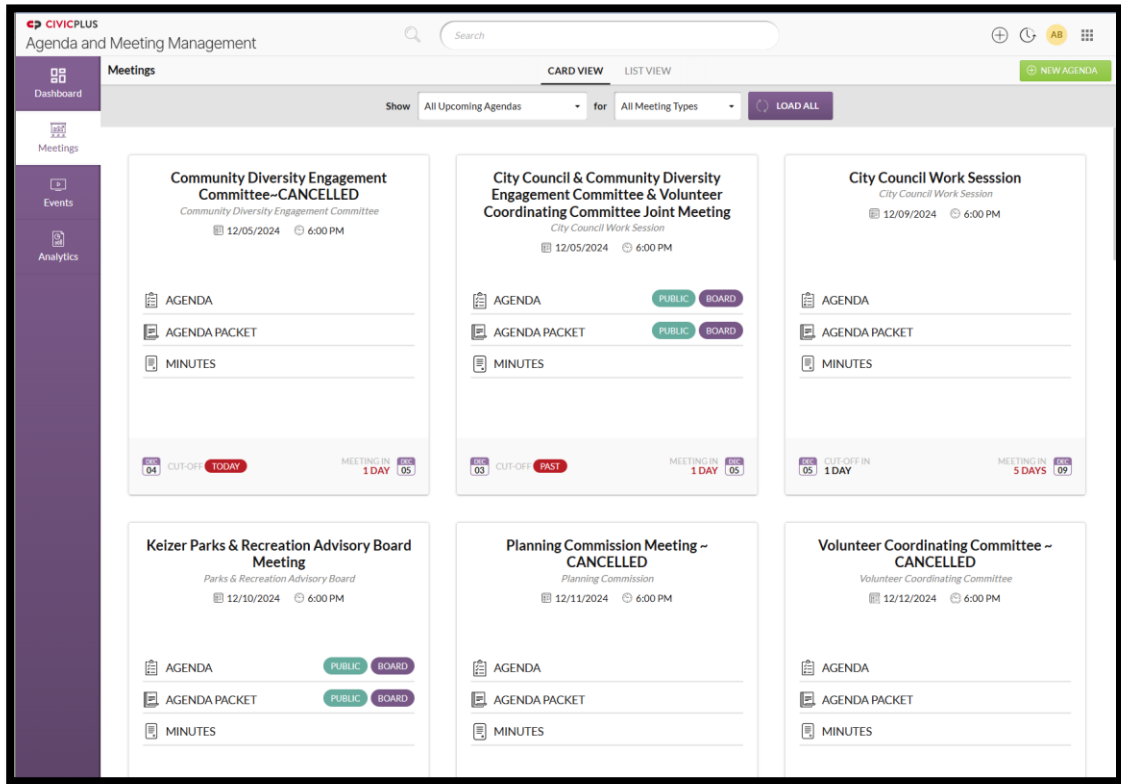
- First Draft will go live this year.
- It will take several years to clean up as we work with 42 years of ordinances pulled into one code.



Agenda Management System Implementation



Finished ✓





Human Resource Information System

People Guru ✓

- Going live in December with time keeping
- Additional program features will roll out in the early winter



Social Media Policy

Staff prepared and reviewed a draft with the City Council and the City Council decided not to move forward with a council social media policy.

KEIZER CITY COUNCIL EMAIL AND SOCIAL MEDIA POLICY

Part I: Email

Use

1. Each Keizer City Council member will be assigned a unique city email address that is to be used while conducting city business via email. The unique city email address assigned to each member is the property of the city. An individual may only use their assigned city email address while serving as an elected official of the city to conduct city business.
2. The city retains the right to intercept, monitor, review and disclose any and all messages composed, sent or received.
3. All city email systems are city property. All messages stored on city systems or composed, sent or received are the property of the city. Furthermore, all messages composed, sent or received by any person using city-provided equipment are property of the city. Emails using the city email system are not the property of any official.
4. City Email systems are intended to be used primarily for city business purposes. Any personal use must not interfere with normal business activities, must not involve solicitation, and must not be associated with any for-profit business activity. All messages sent by city email are city records.
5. The use of privately-owned email accounts for sending and receiving city business-related email messages is highly discouraged. However, if these resources are used for city business-related purposes, the user must transfer all of their city business-related messages to a city-owned system or network and must realize that these private accounts may be subject to public disclosure and retention requirements.
6. All communications via email in connection with the transaction of public business constitute public records except under certain circumstances. Electronic communications, like other public records, must be available upon request to any individual, agency or others outside the organization, unless the information is legally exempt from disclosure.
7. Except as specifically designated below, Council members should refrain from using City email accounts to send or receive:
 - a. Information about actual or potential claims and litigation involving the city except under attorney-client privilege*;
 - b. The intellectual property of others, without written permission;

Emergency Operations Plan

- ✓ Staff edits have been made
- ✓ Partnerships are in place
- ✓ Our emergency management digital materials are organized
- ✓ We have begun to work on our physical space
- ✓ Council approved amendments to Review Committee
- ✓ Our preparedness level is the highest it has been in 10 years
- ✓ We are waiting to 2025 to receive professional help for final revisions through a Marion County grant.

Keizer Community Center Policies and Practices

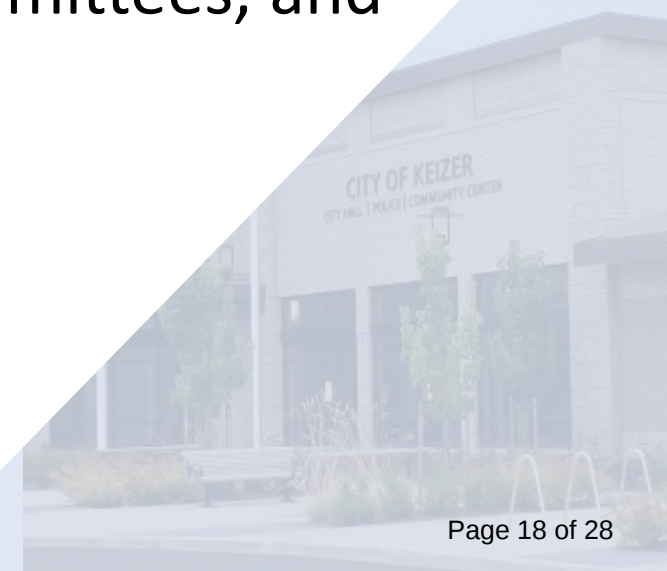
- Revisions have been made to the fee schedule
- Documents have been updated
- Consulted with 6 AV Companies
- New chairs are expected soon



Integrate Strategic Plan into Budget



- Strategic Plan was put on the back burner
- Staff is looking forward to working with the new council to organize and work through the thousands of comments received from community members, staff, council members, city committees, and others.





Long Term Goals (2022-2024)



Long-Term Goals

- Sidewalk Gap and Repair Program(s)
- Transportation System Plan Update
 - Grant Cycle FUnDing
- UGB Evolution
- River Cherry Overlay District
 - Redevelopment Incentives or
 - Financing Opportunities
- CFEC Implementation (If it Stands)
- Website Overhaul (Mobile Friendly)

Sidewalk Gap and Repair Programs

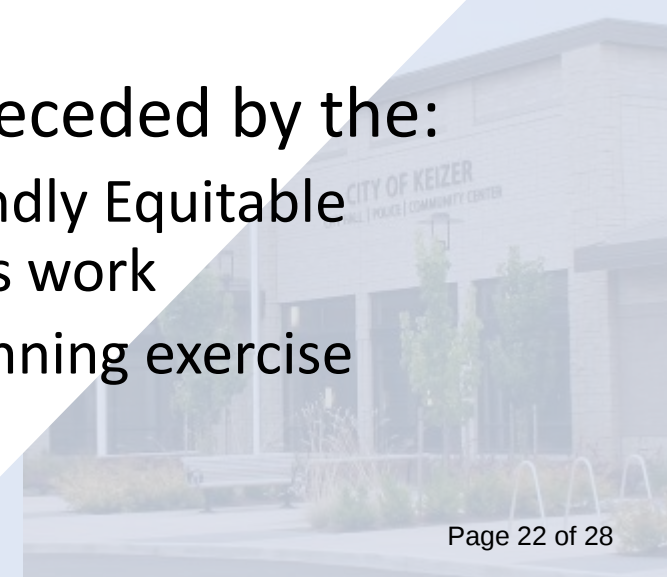
- No progress other than discussions
- Transportation System Plan may inform this project.





Transportation System Plan

- We are working towards a Transportation System Plan (TSP) Update
- It has to be preceded by the:
 - Climate Friendly Equitable Communities work
 - Scenario planning exercise



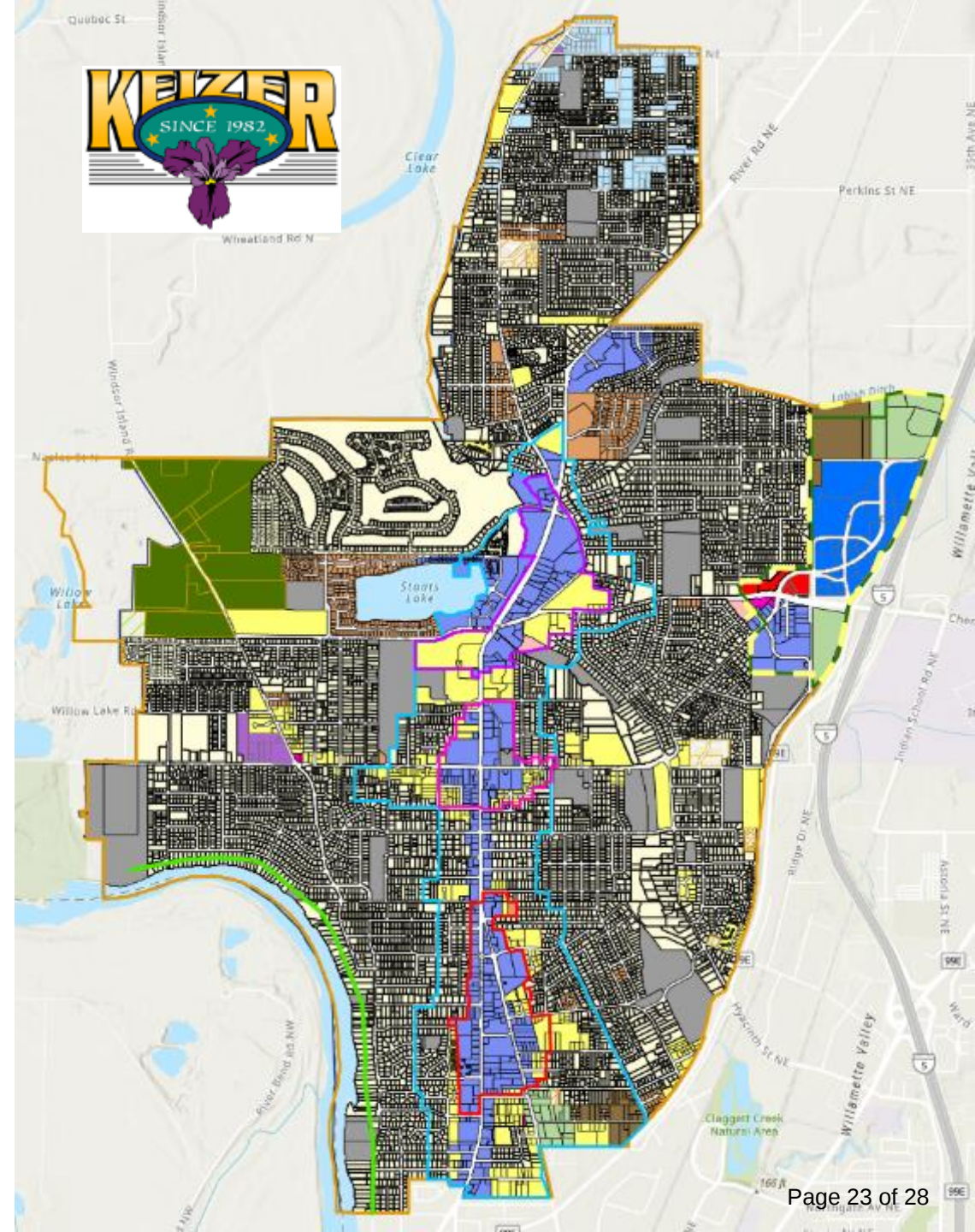
UGB Evolution

Already Recommended Next Steps

- Town Hall Discussions Early 2025

Potentially Afterwards

- Communication Strategy
- Other statistically sound polling?
- Council conversations



River Cherry Overlay District

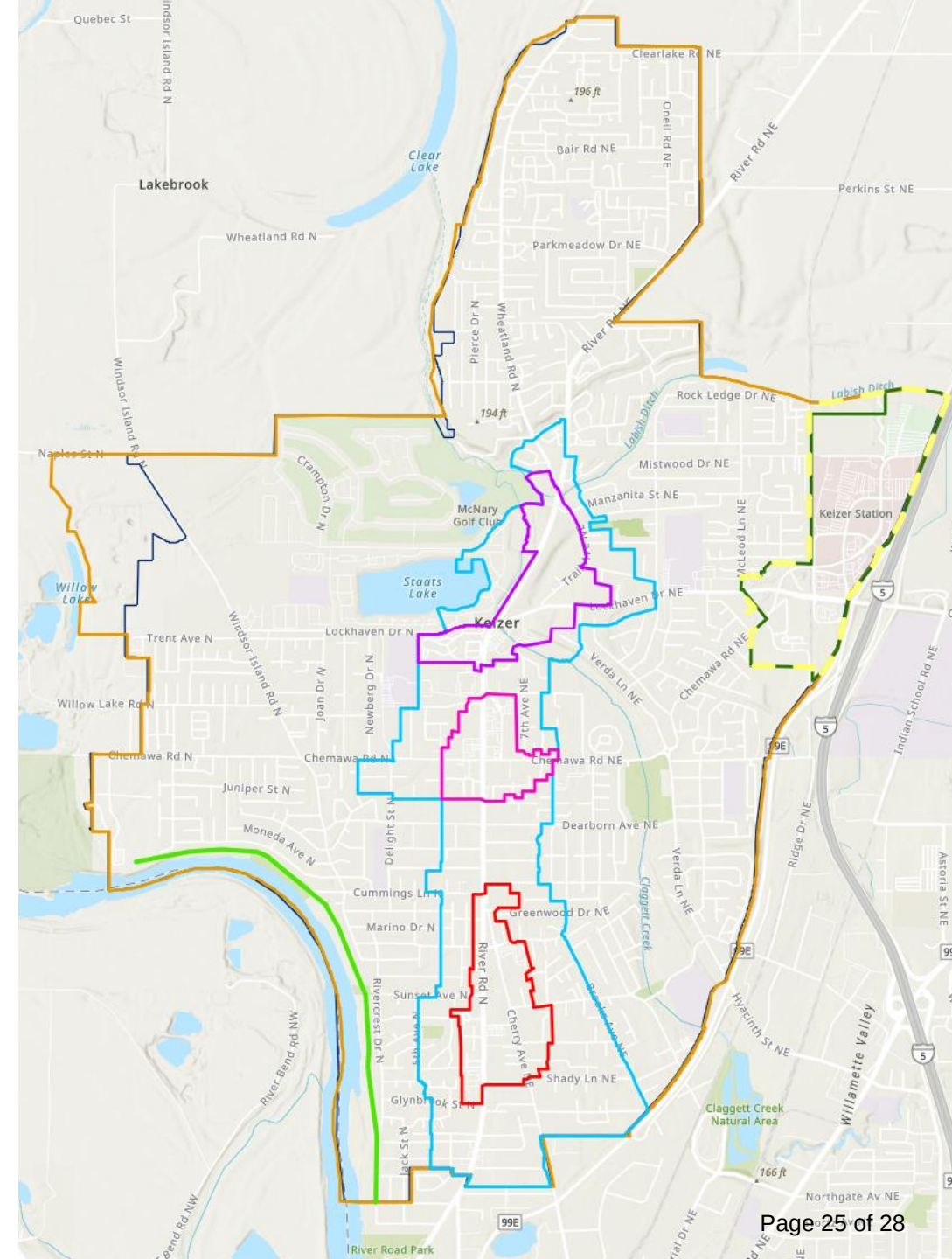
- Redevelopment Incentives
- or
- Financing Opportunities

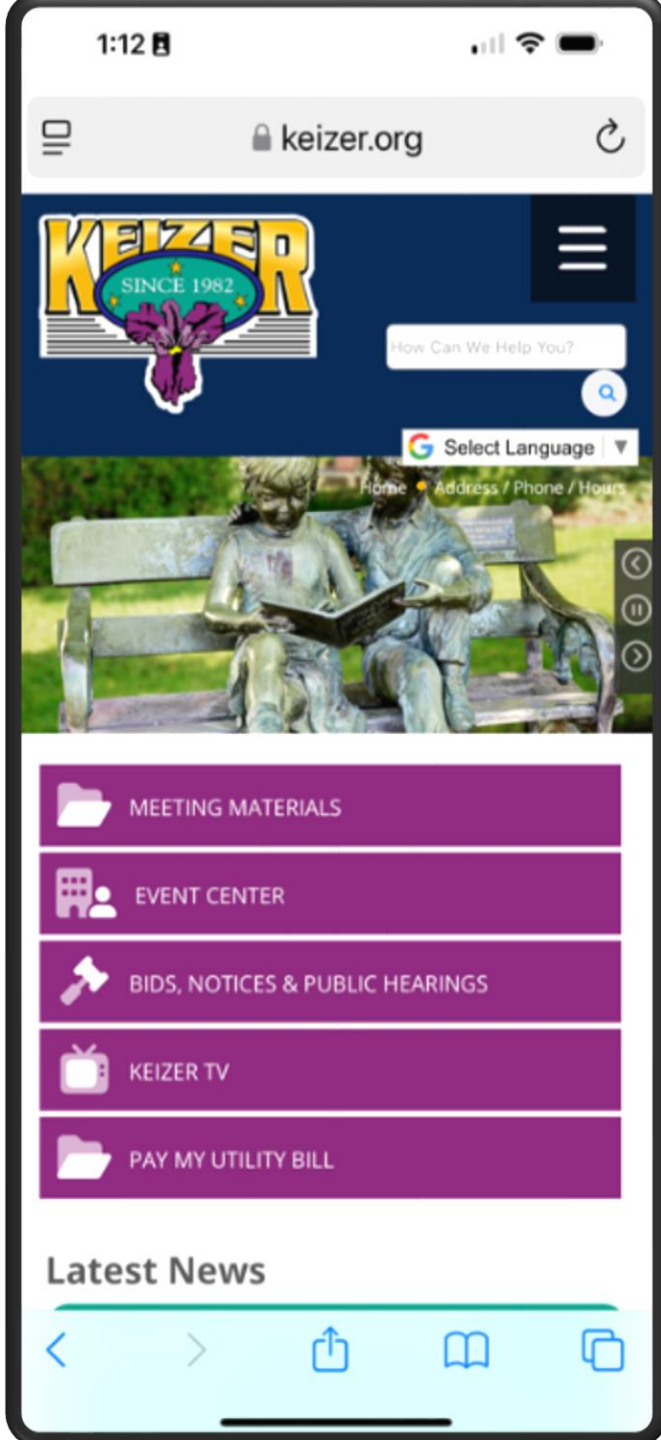
Some redevelopment happening on it's own.



CFEC Implementation (If it stands)

- CFEC is not going away
- In the Scenario Planning Right Now
- Fortunately the City Council positioned themselves very good with the River-Cherry Overlay District





Website Overhaul (Mobile Friendly)

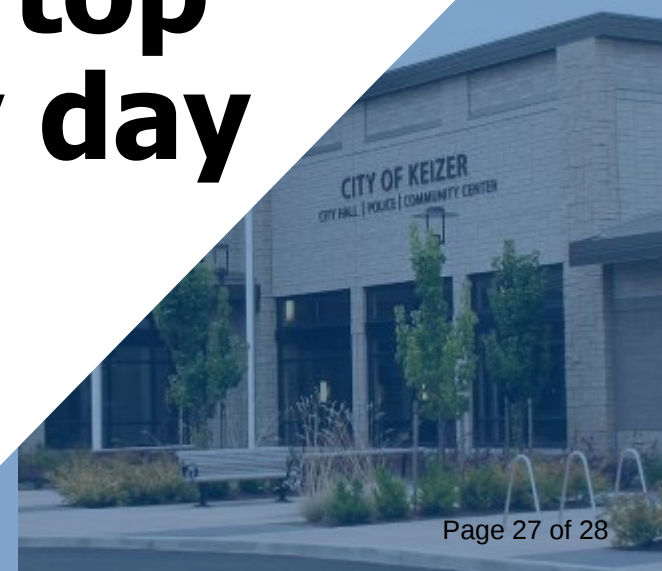


- Mobile friendly Changes Implemented
- Employee Team is reviewing other options
- Soon to make a recommendation to the Executive Leadership Team



Thank You

A Big Thank You to the Keizer City Council and our City staff for making all of this happen on top of the other consistent every day services they provide.





Comments and Discussion