

AGENDA
KEIZER CITY COUNCIL
REGULAR SESSION
Monday, November 7, 2016
7:00 p.m.
Robert L. Simon Council Chambers
Keizer, Oregon

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **FLAG SALUTE**
4. **SPECIAL ORDERS OF BUSINESS**
 - a. **RESOLUTION** – Recognition of the Southeast Keizer Neighborhood Association
5. **COMMITTEE REPORTS**
 - a. Volunteer Coordinating Committee Recommendation for Appointment – Keizer Planning Commission
 - b. **RESOLUTION** – Amending the Resolution Establishing the Stormwater Advisory Committee (SWAC); (Amending Resolution No. R2008-1865); Repeal of Resolution R2013-2321
6. **PUBLIC TESTIMONY**

This time is provided for citizens to address the Council on any matters other than those on the agenda scheduled for public hearing.
7. **PUBLIC HEARINGS**
8. **ADMINISTRATIVE ACTION**
 - a. **RESOLUTION** – Relating to Wastewater Service Charges (2017-2018); Repeal of Resolution R2014-2515
 - b. **RESOLUTION** – Authorizing City Manager to Purchase Tract 1, Country Glen Estates from Tran Co. for Future Right-of-Way Purposes

9. CONSENT CALENDAR

- a. Approval of October 3, 2016 Regular Session Minutes
- b. Approval of October 12, 2016 Joint Session Minutes
- c. Approval of October 17, 2016 Regular Session Minutes

10. COUNCIL LIAISON REPORTS

11. OTHER BUSINESS

This time is provided to allow the Mayor, City Council members, or staff an opportunity to bring new or old matters before the Council that are not on tonight's agenda.

12. WRITTEN COMMUNICATIONS

To inform the Council of significant written communications.

13. AGENDA INPUT

November 14, 2016 - 5:45 p.m. – City Council Work Session

- Joint Work Session with Keizer Parks Advisory Board - Funding

November 21, 2016 - 7:00 p.m. – City Council Regular Session

December 5, 2016 - 7:00 p.m. – City Council Regular Session

14. ADJOURNMENT

Upon request, auxiliary aids and/or special services will be provided. To request services, please contact us at (503)390-3700 or through Oregon Relay at 1-800-735-2900 at least two working days (48 hours) in advance.

CITY COUNCIL MEETING: November 7, 2016

AGENDA ITEM NUMBER:_____

TO: MAYOR CLARK AND COUNCIL MEMBERS

THROUGH: CHRISTOPHER C. EPPLEY, CITY MANAGER

FROM: E. SHANNON JOHNSON, CITY ATTORNEY

SUBJECT: RECOGNITION OF SOUTHEAST KEIZER NEIGHBORHOOD ASSOCIATION

The Southeast Keizer Neighborhood Association (SEKNA) has petitioned the City Council for official recognition as a neighborhood association under the provisions of the Neighborhood Association Ordinance No. 93-257 adopted June 21, 1993 (copy enclosed). The petition, bylaws, map of the boundary, and a copy of the SKENA minutes are attached for your consideration.

Staff has reviewed the bylaws of the Southeast Keizer Neighborhood Association to determine if they meet the criteria of Section 5 of Ordinance No. 93-257. There are three major criteria which are outlined below:

The first criteria is that the Association adopt bylaws that include provisions for broad membership, regular meetings, and an open process. The attached bylaws meet these standards.

The second criteria is that the boundary of the Association meets several guidelines. The proposed SEKNA boundary is a logical area encompassing the neighborhood south of Dearborn Street, west of Verda Lane, north of the Keizer City limits, and east of River Road. It also encompasses over 300 homes and includes all land within the city limits in that area.

The third criteria is that the Association must demonstrate its work to improve the quality of life within its neighborhood. The Southeast Keizer Neighborhood Association bylaws contain a purpose section that addresses the purpose of the Association.

Staff believes that SEKNA has adopted bylaws conforming to the requirements of Ordinance No. 93-257 and has demonstrated by its actions its commitment to meeting the intent of the Ordinance to foster citizen involvement and to make Keizer's neighborhoods better places. Staff recommends that official recognition be granted.

RECOMMENDATION:

It is recommended the Council adopt the attached Resolution granting official recognition to the Southeast Keizer Neighborhood Association.

Please contact me if you have any questions in this regard. Thank you.

ESJ/tmh

1 BILL NO. 239

A BILL

ORDINANCE NO.
93-257

FOR

4 AN ORDINANCE

5 RELATING TO THE RECOGNITION OF
6 NEIGHBORHOOD ASSOCIATIONS
7

8 The City of Keizer ordains as follows:

9 Section 1. PURPOSE. This ordinance is intended to
10 recognize that neighborhood associations are an important part
11 of the involvement and volunteerism of the citizens of the
12 community in Keizer city government. Active neighborhood
13 associations enhance the City's citizen involvement program and
14 provide an important two way channel for information relative
15 to the activities of the City. This ordinance is intended to
16 provide a framework for establishment and recognition of
17 neighborhood associations and to acknowledge such associations
18 as legitimate representatives of the citizens and issues within
19 their boundaries.

20 Section 2. NEIGHBORHOOD ASSOCIATIONS. A neighborhood
21 association is any group of people organized within a
22 geographical area for the purpose of studying and acting on
23 issues affecting neighborhood and city-wide livability and
24 government operations, and that also actively solicits broad
25 involvement by all citizens within the association's boundary.
26 A recognized neighborhood association is one that has been
27 found by the City Council to satisfy the standards of this
28 ordinance.

29 ///

- ORDINANCE NO. 93- 257

FMAGIC

LIEN, HOBSON & JOHNSON

Attorneys at Law
4855 River Rd. N.
Keizer, Oregon 97303
(503) 390-1635

1 Section 3. RECOGNITION. The City Council may officially
2 recognize a neighborhood association as described in Sections 4
3 and 5 below. For a recognized neighborhood association the
4 City will do the following, at a minimum:

5 (a) Mail the association requests for comments and public
6 hearing notices for all planning, zoning, and subdivision
7 activities within its boundaries.

8 (b) Mail the association notices of other City issues
9 that may result in action being taken impacting property or the
10 citizens within the association boundary.

11 (c) Mail the association agendas for all City
12 commissions, boards, and City Council meetings.

13 (d) Solicit the input of the association at early stages
14 of major decision making, such as annual budget preparation and
15 amendments to the Comprehensive Plan.

16 (e) Recognize the association as having standing in land
17 use cases within its boundaries or within adjacent areas where
18 there is a direct impact.

19 (f) Provide assistance in publicizing the activities of
20 the association through press releases, city publications, and
21 other media as resources allow.

22 Section 4. PROCESS FOR RECOGNITION. A neighborhood
23 association may petition the City Council for official
24 recognition. If the Council finds that the standards outlined
25 below are met, the association may be recognized by resolution.

26 ///

1 Section 5. STANDARDS FOR RECOGNITION. The following
standards must be met by a neighborhood association seeking and
3 maintaining recognition:

4 (a) By-Laws - The Association shall adopt by-laws that
5 contain the following provisions at a minimum:

6 (1) Any person who resides, operates a business, or owns
7 property within the boundary shall be a member with the right
8 to participate and vote.

9 (2) The membership shall not be limited by race, creed,
10 color, sex, age, or any other factor.

11 (3) There shall be no dues, but voluntary contributions
12 may be solicited.

13 (4) The association shall hold an annual general meeting,
14 with the time, date, and place of the meeting widely publicized
15 throughout the neighborhood prior to the meeting. Other
16 general meetings may be held as desired.

17 (5) Regular meetings of the Board shall be held at a
18 publicized date, time, and place. All Board meetings shall be
19 open to the public. All members present may vote on issues
20 with the results recorded separately from votes of the Board.

21 (6) Minutes shall be taken of all Board and General
22 meetings, with the minutes made available to any person so
23 requesting. A copy of the minutes shall be filed with the City
24 Recorder.

25 ///
26 ///
- ORDINANCE NO. 93- 257

1 (7) The association shall have a Board of Directors with
2 a president, vice-president, and secretary who shall be elected
3 annually by those present at the annual meeting. The
4 association may establish additional elected positions on the
5 Board. The board roster including names and addresses shall be
6 filed with the City Recorder. The association shall provide
7 one address to the City for mailing purposes.

8 (8) A copy of the by-laws shall be filed with the City
9 Recorder and maintained and updated to reflect amendments by
10 the neighborhood association.

11 (b) Boundary - The Association shall adopt by motion a
12 fixed geographic boundary meeting the following general
13 guidelines:

14 (1) The neighborhood should generally encompass at least
15 300 dwelling units or smaller clearly defined areas.

16 (2) The neighborhood should encompass a logical
17 geographic and social area with generally rectangular
18 boundaries and without any gerrymandering.

19 (3) The neighborhood should generally focus on a single
20 elementary school attendance area.

21 (4) Neighborhood boundaries should generally follow
22 natural or manmade barriers such as creeks and arterial
23 streets. When a boundary must follow a local street, it should
24 follow rear property lines rather than divide the neighborhood
25 between houses facing each other.

26 ///

1 (5) The boundary should encompass adjacent vacant or
underdeveloped land.

3 (6) The boundary should extend to the City Limits.

4 (7) The boundary should leave no isolated areas or
5 pockets not included in another neighborhood association's
6 boundary.

7 (8) The Council shall have the final determination of a
8 neighborhood's boundary and is not necessarily bound to the
9 above guidelines. This determination shall be reflected in the
10 resolution of recognition.

11 (c) Responsibilities - The following responsibilities
12 must be assumed and carried out by a neighborhood association:

13 (1) The association must strive to accurately represent
14 the best interest of its members when expressing neighborhood
15 opinion, recommendations, and concerns before any public body.

16 (2) The association must try to solicit the participation
17 or input of all members through newsletters, media coverage,
18 personal contact, flyer distribution, and other means.

19 (3) The association must actively participate in City
20 government through participation, input, and recommendations on
21 issues brought to it by the City, or initiated by the
22 neighborhood itself.

23 (4) The association must hold regular board and general
24 meetings, with timely, appropriate notification to members.

25 ///

26 ///

1 (5) The association must strive to improve the livability
2 of the neighborhood and of the community as a whole through
3 education, activities, projects, and participation.

4 Section 6. MAINTAINING RECOGNITION - ANNUAL REPORT. A
5 recognized neighborhood association shall make an annual report
6 to the City Council at a Council meeting no more than one month
7 before or one month after the anniversary of the Council's
8 recognition. This report may be in writing or presented
9 orally. The report shall include at least the following
10 elements:

11 (a) A record of all meetings.

12 (b) A summary of all issues dealt with by the
13 association.

14 (c) A summary of special association activities outside
15 regular meetings

16 (d) A report of all efforts to solicit the participation
17 and input of all members of the association

18 (e) An analysis of the Association's success in meeting
19 its responsibilities as outlined above.

20 Section 7. MAINTAINING RECOGNITION - COUNCIL ACTION. If
21 the Council finds the association has continued to meet the
22 expectations and responsibilities of a neighborhood
23 association, it shall, by motion, extend recognition for an
24 additional year.

25 Section 8. TERMINATING RECOGNITION. At any time the
26 Council may consider an association's alleged failure to meet

1 the expectations and responsibilities of a neighborhood
2 association. If it finds the association is not meeting the
3 standards, it may, by resolution, revoke recognition.

4 Section 9. EFFECTIVE DATE. This Ordinance shall take
5 effect thirty (30) days after its passage.

6 PASSED this 21st day of June, 1993.

7 SIGNED this 23rd day of June, 1993.

8 Dennis Kelso
9 Mayor

10 Gracy L. Davis
11 City Recorder

12 824.111

- ORDINANCE NO. 93- 257

LIEN, HOBSON & JOHNSON

Attorneys at Law
4855 River Rd. N.
Keizer, Oregon 97303
(503) 390-1635

October 29, 2016

To the honorable Keizer mayor and council members,

The newly formed SEKNA request the opportunity for the members of the association to come before you with the hopes of gaining formal recognition from the City of Keizer. We have provided copy of our bylaws containing the description of our boundaries, a map of our area represented and copies of our minutes. With that said, I humbly request the recognition of the South East Keizer Neighborhood Association.

Thank you,

Ken Gierloff, Pres

SOUTHEAST KEIZER NEIGHBORHOOD ASSOCIATION

BYLAWS

(1) Name

The name of this organization shall be the Southeast Keizer neighborhood Association (SEKNA), referred to as the Association in this document.

(2) Area

The area represented by the Association is bounded by the center of Dearborn Street to the north; the center of Verda Lane the east; the Keizer City limits to the south; and the center of River Road to the west.

(3) Purpose

- (a) The purpose of the Association shall be to promote, coordinate, implement, and advise on all aspects of planning for the City of Keizer or any other planning or advisory bodies.
- (b) The Association shall strive for maximum citizen participation in promotion of the improvement of the livability and the environment of the neighborhood and of the community as a whole.
- (c) The Association shall provide a local forum in which residents may deliberate on issues which are important to them, and will provide a vehicle for communicating residents' views on these issues to the City of Keizer.
- (d) The Association shall provide information to its members on all proposed changes in land use planning that will affect its area through public meetings, newsletter or other means available.
- (e) The Association shall encourage citizen involvement in local governmental issues and the civic responsibilities of individuals in our neighborhood.

(4) Membership

- (a) The Association shall be a non-partisan, non-commercial and non-sectarian.
- (b) The Association shall not discriminate against or limit membership based on race, religion, ethnicity, age, gender, or any other factor.
- (c) Any person who resides, operates a business, or owns property within the boundaries shall be a member with the right to participate and vote. Any business or private institution within the boundaries may elect to appoint a representative to participate and vote on their behalf.
- (d) There shall be no dues, but voluntary contributions may be solicited.
- (e) The voting age of member shall be 18 years of age. Members under the age of 18 are encouraged to participate in and contribute to Association meetings and activities.

SOUTHEAST KEIZER NEIGHBORHOOD ASSOCIATION

BYLAWS

- (f) Each member shall be entitled to one vote per voting opportunity, and there shall be no voting by proxy. Absentee ballots are allowed.

(5) The Association Board of Directors

- (a) The Association Board of Directors, referred to as the Board in this document, shall consist of seven directors elected at large. All positions will be for a term of one year. The Board will name three of these directors as Officers of the Board in the positions of President, Vice President, and Secretary.
- (b) The Board will name directors who will serve in the following positions; Land Use Coordinator, Business Community Liaison, Neighborhood Watch Coordinator, and Police Liaison.
- (c) The Board of Directors shall be members of the Association and their primary residence shall be within the boundaries of the Association.
- (d) The roster of the names and addresses of all Board member shall be filed with City of Keizer Recorder.
- (e) Board members will be elected by secret ballot by the majority of all members present at the annual general meeting.
- (f) Nominations for all seven positions may be submitted by the general membership from the floor at the annual meeting.
- (g) It shall be prohibited for two members from an immediate family or of the same household to simultaneously serve as directors on the Board.
- (h) Any individual who may receive direct financial profit from work of the Association is prohibited from holding office in the Association.
- (i) If the President resigns, the Vice President shall become President.
- (j) A vacancy in any other office will be filled for the unexpired term by a majority vote at the next Board meeting. The Board may, by majority vote, declare a Board position vacant if the member is absent from four consecutive meetings, regular or specially called.
- (k) In event of a temporary absence of a Board member due to health or other reasons, the President shall assign the duties to other Board members or any general member designated until the Board member returns.
- (l) The Board will hold at least one general meeting per year.
- (m) The Board will always strive to accurately represent the best interests of its members when expressing neighborhood opinion, recommendations, and concerns before any public body.

SOUTHEAST KEIZER NEIGHBORHOOD ASSOCIATION

BYLAWS

- (n) The Board shall participate in the City Keizer government through input and recommendations on issues brought to it by the City of Keizer or initiated by the neighborhood itself.
- (o) The Board must solicit the participation of all members through newsletter, media coverage, personal contact, flyer distribution, or any other means available to it.

(6) Duties of Association Board Officers

- (a) The President shall be responsible for the general supervision and direction of the Board and the Association; shall provide mailing address to the City of Keizer for all Association business; shall review all mailings received and take appropriate action; shall preside at all meetings of the Board and at all general membership meetings; shall be responsible for the annual report to the City of Keizer Council; and shall be an ex-officio member of all committees.
- (b) The Vice President shall perform all duties of the President in his or her absence and shall perform other duties as assigned by the President.
- (c) The Secretary shall record the minutes of all general membership meetings and the Board meetings and provide the Board members with copies of said minutes, retain a copy for the Association files and file one with the City of Keizer Recorder; shall keep all records for the Association; and shall be responsible for notification of the date, time and place of all meetings to the media, general membership, and in the event of a special Board meeting, to the Board members.

(7) Meetings

- (a) The Board shall pick a date in March each year for the annual meeting and publish at least 30 days prior to the date of this meeting. General meetings may be called for special issues any other time of the year as the need arises. Notification of general meetings shall be at least seven days and no more than fourteen days prior to the meeting and will be posted local newspaper, social media and City of Keizer website.
- (b) The Board will, at a minimum, hold quarterly meetings to conduct Association business. Notification will be given to the general Association at least seven days prior whenever possible. An order of business at all Board meetings will be determine the date, time and place of the next meeting and record it in the minutes.

SOUTHEAST KEIZER NEIGHBORHOOD ASSOCIATION

BYLAWS

- (c) Special meeting of the Board, for any purpose, may be called by the President, or if absent, by the Vice President. Three days' prior notice of the time and place of any special Board meeting shall be given to each Board member.
- (d) All regular Board meetings shall be open to the public.
- (e) Minutes shall be taken of all Board and general meetings and a copy of the minutes be filed with the City of Keizer Recorder.
- (f) A majority of Board members currently holding office making our majority three or four when the full, will constitute a quorum making the for the transaction of business. Once formed, a quorum shall remain if one or more members abstain from voting.
- (g) No director/officer of the Board shall take part in any vote where there maybe conflict of interest.
- (h) Any decision made by the Board may be nullified by a majority vote of the member present at the general meeting.

(8) Committees

- (a) Committees may be formed in order to carry out Association work on specific issues or projects.
- (b) The President will appoint a chairperson for the committee and each committee will elect its own secretary.
- (c) A charge will be given to the committee defining the committee goals and area of responsivity. This will be included in the Board minutes.
- (d) The committee will examine issues, make recommendations to the Board, and carry out actions as directed by the Board.
- (e) The committee shall consist of Association members only.
- (f) The secretary of each committee shall submit a written copy of the minutes of the committee meetings to be included with the minutes of the Board meeting.
- (g) The committee chairperson may recruit additional members at any time to serve on the committee as needed.

SOUTHEAST KEIZER NEIGHBORHOOD ASSOCIATION

BYLAWS

(9) Amendments

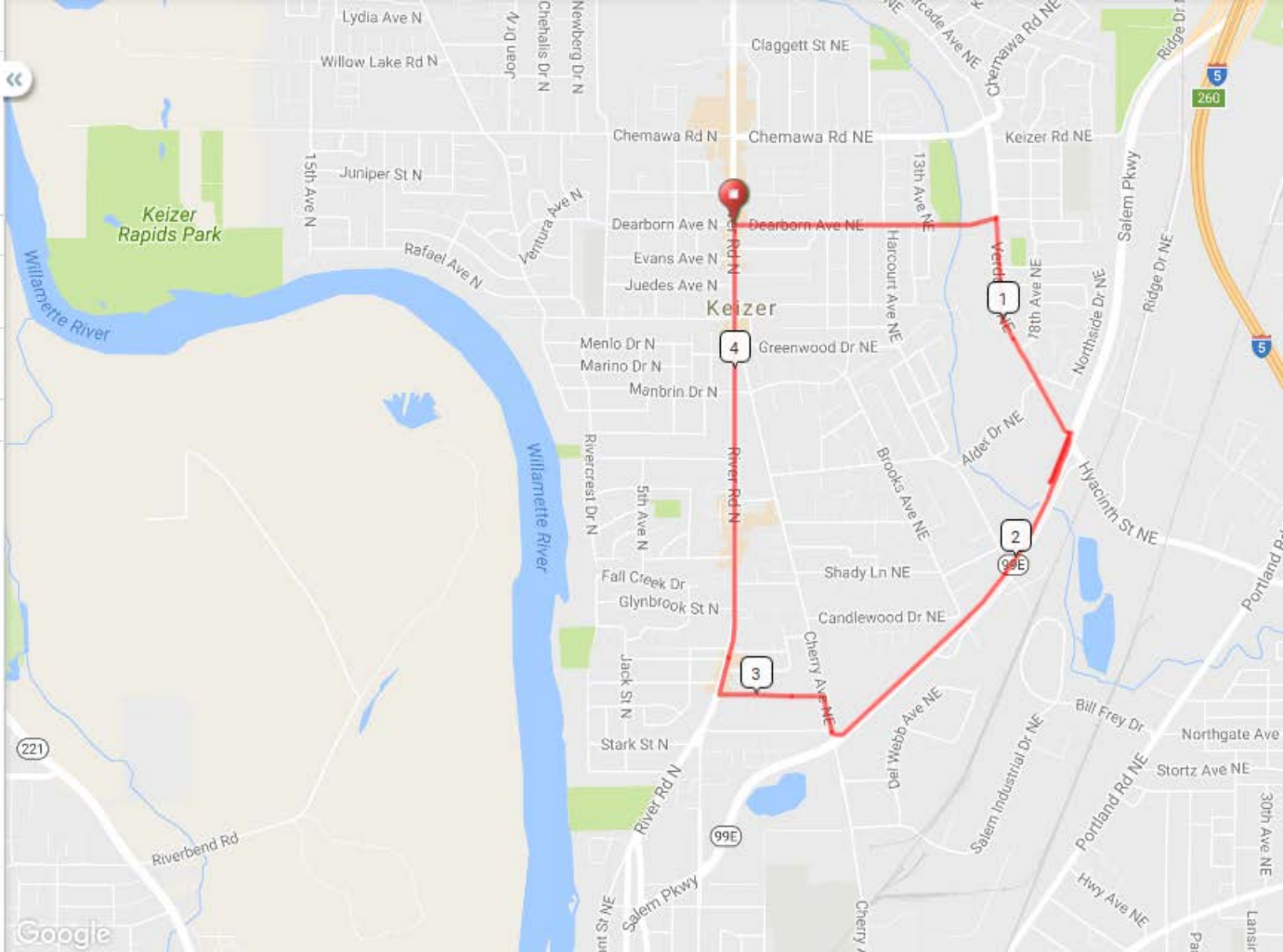
- (a) These bylaws may be repealed or amended or new bylaws may be adopted (subject to City of Keizer ordinance) by two thirds majority vote at any general membership meeting. Public notice of the date, time and place of the meeting and the proposed bylaw change shall be made at least seven days and no more than fourteen days prior to the meeting.
- (b) The bylaws shall be reviewed by the Board or by a special committee once each year prior to the annual general meeting to assure that they adhere to the principals and purpose of the Neighborhood Association as follows:
 - To provide Board representation from all area and districts within the Association.
 - To represent the greatest number of Association members.
 - To provide clear and consistent rules guiding the Association activities.

Updated 10/15/2016

CUE SHEET

PRINT

Turn left onto Verda Ln NE	0.7 mi
Turn right onto Salem Pkwy	1.6 mi
Turn right onto Cherry Ave NE	2.7 mi
Turn left onto Plymouth Dr NE	2.8 mi
Turn right onto River Rd N	3.1 mi



Southeast Keizer Neighborhood Association' Meeting Minutes

Friday October 14, 2016 6:30 pm Salem Mennonite Church

Present, Bob & Colleen Busch, Ken Gierloff, Hersch & Mary Ann Sangster, Todd Lehman, Mike Van, Keizer City Councilor Mark Cailler, Cy Smith, Principal Wendy Roberts &, Rachel Cancino- Weddle SK-Schools.

Ken opened the meeting.

Minutes

Everyone at the last meeting received the minutes for review. A motion was made to approve the September 23, 2016 minutes as written. The motion was carried, seconded and was approved by all that were present.

Bylaws

Everyone present at the September meeting received a copy of the bylaws. The City Recorder also received a copy.

Ken recommended a change in the bylaws to give some flexibility in the scheduling annual meeting in March. Instead of the second Thursday in March, Ken suggested "the Board shall pick a date in March to be published at least 30 days prior to the Annual Meeting". On Board quorum it currently says five are need for a quarrion, yet we have five Board members. Ken suggested the wording be changed to say; "The majority of existing Board Members".

These changes to the bylaws were moved and seconded and fully approved by all present. Hersch will make the changes and send updated copies to all members and the City Recorder

Ken has made arrangements for recognitions approval by Keizer City Council of SEKNA at the November 7, 2016 at 7 PM Council meeting. All Board members are encouraged to attend.

Mission Statement

Ken indicated that SEKNA will need to develop one in the near future. He will be looking for some ideas on this.

Incorporation

Ken said that SEKNA will need to incorporated with the State. Once SEKNA is recognized by the City this can be done. It will help protect the Board and its officers. The State has a program for neighborhood associations.

Parade Activities

Colleen is helping to coordinate the SEKNA Keizer Light Parade activity. She had the application for the parade and the requirements. The Parade is December 10. The cost to SEKNA would only be \$35. Ken said we could get donations for this. Hersch volunteered to pay the fee if need be.

Wendy and Rachel explained that Weddle's teaching team felt that they could not get the School to participate this year. The teachers already have a caroling program set for the neighborhood this year and are working on being in the Iris Parade. However, they were going to approach the PTC to see if some of the parents might want to take the lead.

Ken is arranging a group to help teach kids how to play the ukulele. Uptown Music will be providing up to 20 of them. The kids can play a couple of easy holiday tunes while on the float. Ken is working to find a flatbed for our float for the parade.

The Outreach Coordinator from Claggett indicated to Ken that they might be interested and maybe have a place for ukulele practice.

Neighborhood Issue

Ken brought up a parking issue on Bebe St next to Miller Park. This street is a short connector with Alder. During school drop-off/pick up time especially there is parking on both sides of the street. This narrows it to a point no one can drive through. Ken will alert the City on this and see if they can get no parking on the North side.

Upcoming Events/Meetings/Activities

Next SEKNA Meetings: November 18, 2016 6:30 pm Salem Mennonite Church

Ken is working with the Keizer PD to develop a police advisory type committee that SEKNA could be a part of.

1 CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

2
3 Resolution R2016-_____

4
5 RECOGNITION OF THE SOUTHEAST KEIZER
6 NEIGHBORHOOD ASSOCIATION
7

8 WHEREAS, the Council has adopted Ordinance No. 93-257 relating to the
9 recognition of neighborhood associations;

10 WHEREAS, the Council finds that active neighborhood associations enhance the
11 City's citizen involvement program and provide an important two way channel for
12 information relative to the activities of the City;

13 WHEREAS, Ordinance No. 93-257 is intended to provide a framework for
14 establishment and recognition of neighborhood associations and to acknowledge such
15 associations as legitimate representatives of the citizens and issues within their
16 boundaries;

17 WHEREAS, the Southeast Keizer Neighborhood Association has petitioned the
18 City Council for official recognition as a Neighborhood Association and approval of its
19 boundaries under the provisions of Ordinance No. 93-257;

20 WHEREAS, the Council has found that the Association and its boundaries, by the
21 provisions of its bylaws and its actions meet the criteria of Ordinance No. 93-257 for
22 formal recognition;

23 NOW, THEREFORE,
24

1 BE IT RESOLVED that the City Council of the City of Keizer hereby grants
2 official recognition to the Southeast Keizer Neighborhood Association and extends to the
3 Association all rights, privileges, and responsibilities that come with such recognition.

4 BE IT FURTHER RESOLVED the boundary of the Southeast Keizer
5 Neighborhood Association shall be as follows: The center of Dearborn Street to the
6 north; the center of Verda Lane to the east; the Keizer city limits to the south; and the
7 center of River Road to the west.

8 BE IT FURTHER RESOLVED that this Resolution shall take effect immediately
9 upon the date of its passage.

10 PASSED this _____ day of _____, 2016.

11
12 SIGNED this _____ day of _____, 2016.

13
14
15
16
17
18

Mayor

City Recorder

CITY COUNCIL MEETING:_____

AGENDA ITEM NUMBER:_____

TO: MAYOR CLARK AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

**FROM: TRACY L. DAVIS, MMC
CITY RECORDER**

SUBJECT: Keizer Planning Commission

ISSUE:

One position on the Keizer Planning Commission is open. A media release was published and an application was received from Kyle Juran.

The Volunteer Coordinating Committee has reviewed the application, heard testimony from Mr. Juran and recommends Kyle Juran for position #3 on the Keizer Planning Commission to serve a three-year term expiring September 30, 2019.

RECOMMENDATION:

It is recommended the City Council accept the recommendation of the Volunteer Coordinating Committee and appoint Kyle Juran for position #3 on the Keizer Planning Commission.

CITY COUNCIL MEETING: November 7, 2016

AGENDA ITEM NUMBER:_____

TO: MAYOR CLARK AND COUNCIL MEMBERS

THROUGH: CHRISTOPHER C. EPPLEY, CITY MANAGER

FROM: E. SHANNON JOHNSON, CITY ATTORNEY

SUBJECT: AMENDING MEMBERSHIP OF STORMWATER ADVISORY COMMITTEE (SWAC)

Council adopted Resolution No. R2008-1865 establishing the Stormwater Advisory Committee. The Committee currently consists of nine voting members. Three of those positions are vacant.

The Volunteer Coordinating Committee (VCC) has been recruiting to fill the positions, but have not been successful. It is becoming difficult to have a quorum attend the meetings with the three vacant positions. It is recommended that the membership be reduced from nine voting members to seven voting members.

Therefore, we have prepared a new Resolution reducing the membership from nine voting members to seven voting members. This reduction will continue to leave one vacant position which is a citizen-at-large representative.

RECOMMENDATION:

Adopt the attached Resolution amending the membership of the Stormwater Advisory Committee (SWAC).

Please let me know if you have any questions. Thank you.

ESJ/tmh

1 CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

2
3 Resolution R2016-____

4
5
6 AMENDING THE RESOLUTION ESTABLISHING THE
7 STORMWATER ADVISORY COMMITTEE (SWAC);
8 (AMENDING RESOLUTION NO. R2008-1865); REPEAL OF
9 RESOLUTION 2013-2321

10
11
12 WHEREAS, in May 2008 the City Council adopted Resolution No. R2008-
13 1865 establishing the Stormwater Advisory Committee (SWAC);

14 WHEREAS, the City Council updated the requirements of the committee under
15 the established format for Council committees by adoption of Resolution R2013-2321;

16 WHEREAS, the City Council wishes to amend the membership section in
17 Appendix "A";

18 NOW, THEREFORE,

19 BE IT RESOLVED by the City Council of the City of Keizer that Resolution
20 No. R2008-1865 is hereby amended by replacement of Appendix "A" with the attached
21 Appendix "A", and by this reference made a part hereof.

22 BE IT FURTHER RESOLVED by the City Council of the City of Keizer that
23 Resolution No. R2013-2321 (Amending the Resolution Establishing the Stormwater
24 Advisory Committee (SWAC)) is hereby repealed in its entirety.

1 BE IT FURTHER RESOLVED that this Resolution shall take effect
2 immediately upon the date of its passage.

3 PASSED this _____ day of _____, 2016.

4

5 SIGNED this _____ day of _____, 2016.

6

7

8

9

Mayor

10

11

12

City Recorder

Appendix “A” City Council Committee

Name: Stormwater Advisory Committee (SWAC)

Purpose: The Committee will serve in an advisory capacity to the City Council in the development of Ordinances pertaining to illicit discharge detection and elimination, construction site stormwater runoff control, and post-construction stormwater management in new development and redevelopment. In addition, the Committee will provide public involvement and input on other stormwater related activities.

Membership: The Committee will consist of seven (7) voting members: Three (3) members shall be Keizer City Councilors to be appointed by the Mayor and announced at a regularly scheduled Council meeting, one (1) representative from the City of Salem, one (1) representative from Marion County, and two (2) citizen-at-large members, however it is recommended that at least one (1) of the citizen-at-large members shall be a representative from the development/building community. The two (2) citizen-at-large members shall be appointed as outlined by the City Council Rules of Procedure. The Committee will be staffed by non-voting staff liaisons to be appointed by the City Manager.

Term of Office: Councilor members shall serve two year terms that coincide with the Mayor’s term. For all other members, except for the initial terms, each member of the Committee shall be appointed for a three-year term. The initial terms shall be staggered so that not more than three will expire in the same year. Members may be reappointed.

Chair and Vice-Chair: The Committee shall elect a Chair and Vice-Chair at the first meeting of each calendar year.

Meetings: Members of the Committee shall establish a regular meeting date and shall meet as deemed necessary by the Chair. All meetings of the Committee shall follow Roberts Rules of Order Newly Revised and the Oregon Public Meeting Laws.

Attendance: It is the duty of each member to attend at least 75% of the meetings each calendar year. When a member is unable to attend a meeting, the member shall notify the Chair. Members of the Committee may be removed by a two-thirds majority vote of the City Council.

CITY COUNCIL MEETING: November 7, 2016

AGENDA ITEM NUMBER: _____

TO: MAYOR CLARK AND CITY COUNCIL MEMBERS

THROUGH: CHRISTOPHER C. EPPLEY, CITY MANAGER

FROM: TIM WOOD, FINANCE DIRECTOR

SUBJECT: ADOPTING SEWER RATES

BACKGROUND:

The City of Keizer is part of a regional sewer system managed and operated by the City of Salem. The City of Salem sets the sewer rates for the regional system based on the results of a cost of service analysis specific to providing service to Keizer residents. In October 2016 the City of Salem adopted rate increases of 2.5% and 3.0% effective January 1, 2017 and January 1, 2018, respectively. This equates to a \$9.36 and \$11.76 annual increase in 2017 and 2018 for the average residential customer. The primary reason for the rate increases is to support the ongoing sewer system capital improvement plan.

The City of Keizer is responsible for the sewer billing function for Keizer residents. Sewer charges are included on the combined bimonthly utility billing statement with water and stormwater charges. The sewer revenues are then remitted back to the City of Salem.

FISCAL IMPACT:

Since the sewer rate charges are collected by the City of Keizer and passed on to the City of Salem there is no net fiscal impact to the City of Keizer.

RECOMMENDATION:

Staff recommends Council receive public testimony on sewer rate increases. After all public testimony has been received, staff recommends the Council adopt the attached Resolution.

1 CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

2
3 Resolution R2016-_____

4
5
6 RELATING TO WASTEWATER SERVICE CHARGES (2017-2018);
7 **REPEAL OF RESOLUTION R2014-2515**
8

9
10 WHEREAS, the City of Keizer is responsible for the City's sewer collection
11 system and contracts for treatment with the City of Salem;

12 WHEREAS, the City of Keizer has agreed to adopt the City of Salem's
13 wastewater service charges;

14 WHEREAS, the City Council adopted the 2015 and 2016 wastewater service
15 charges by Resolution R2014-2515;

16 WHEREAS, the City of Salem has adopted wastewater service charges for the
17 2017 and 2018 years, with the first increase effective for the billing cycle beginning
18 January 1, 2017, and the second increase effective for the billing cycle beginning January
19 1, 2018;

20 WHEREAS, it is appropriate for the City of Keizer to adopt the fees by
21 Resolution;

22 NOW, THEREFORE,

23 BE IT RESOLVED by the City Council of the City of Keizer that wastewater
24 service charges attached in Exhibit "A" and by this reference incorporated herein shall be
25 effective on January 1, 2017 and January 1, 2018 respectfully.

1 BE IT FURTHER RESOLVED that Resolution R2014-2515 (Relating to
2 Wastewater Services Charges (2015-2016)) is hereby repealed in its entirety on January
3 1, 2017.

4 BE IT FURTHER RESOLVED that this Resolution shall take effect on January 1,
5 2017.

6 PASSED this _____ day of _____, 2016.

7

8 SIGNED this _____ day of _____, 2016.

9

10

11

Mayor

12

13

14

City Recorder

City of Salem
Wholesale Wastewater Utility Service Fees and Charges

Exhibit 1
Page 5 of 5

Rates charged for wastewater collection and processing are based on service area and customer classification. A base charge is assessed per sewer connection and a volume rate is applied per hundred cubic feet (ccf) of average water consumption of two or more readings after November 1. The wastewater volume rate (sewer base) for each account is established annually and shall be calculated on the average measurable water consumption using two or more meter readings on or after November 1. Commercial customers using an average of more than 10,000 cubic feet (cf) of water per month may install, at the customer's expense, a separate meter to measure water used in a production process or for irrigation which does not flow through to the wastewater collection system. Rates and charges are effective for bills dated on or after February 1 of each year identified below and shall be applied to all accounts on a monthly basis.

Wastewater Service Charges

		Effective Dates:	
		1/1/2017	1/1/2018
Turner Service Area (Wholesale)			
Billing (per invoice)	\$	1.82	\$ 1.88
Volume (per ccf)		3.28	3.38
Keizer Service Area (Retail by Customer Class)			
Single Family Residential			
Base charge (per account)		12.46	12.84
Volume rate (per ccf)		3.35	3.45
Without measurable water consumption (wastewater volume at 5 ccf)		29.21	30.09
New (without history; wastewater volume at 6 ccf)		32.56	33.54
Vacant (wastewater volume at 0.5 ccf)		14.14	14.57
Wastewater Rate Assistance Program Base Charge (per account)	(1)	(9.00)	(9.00)
Multifamily			
Base charge- Duplex (per account)		13.71	14.12
Base charge - Triplex (per account)		14.96	15.41
Base charge - Fourplex (per account)		16.20	16.69
Base charge - Fiveplex (per account)		17.45	17.97
Add the following to base charge for each unit over five		1.25	1.28
Volume rate (per ccf)		3.35	3.45
New or without measurable water consumption (Base charge by units plus wastewater volume at 5 ccf per unit)	(2)		
Commercial/Public			
Base charge (per account)		19.64	20.23
Volume rate (per ccf)		4.61	4.75
New or without measurable water consumption (Base charge plus volume (ccf) equal to like business)			

(1) The Wastewater Rate Assistance Program discounts the wastewater portion of the utility bill for qualifying senior citizens or disabled heads of household that have a gross household income of less than 30 percent of the Salem-area median income, based on family size, as published annually by the U.S. Department of Housing and Urban Development. To qualify, an individual must be 62 years of age or disabled, live in a single family residence with wastewater utility services, be the person responsible for the bill, and submit a completed City of Salem application with required documentation as specified in the application. Qualifying residents are only eligible to receive the discount for one utility account. The discount will be applied to the wastewater base rate on each monthly utility bill.

(2) Wastewater volumes for new accounts without history are set as indicated and may be adjusted upon the customer's request, based on actual usage after a minimum of two full billing cycles.

CITY COUNCIL MEETING: November 7, 2016

AGENDA ITEM NUMBER:_____

TO: MAYOR CLARK AND COUNCIL MEMBERS

THROUGH: CHRISTOPHER C. EPPLEY, CITY MANAGER

FROM: E. SHANNON JOHNSON, CITY ATTORNEY

**SUBJECT: PURCHASE OF TRACT 1 OF COUNTRY GLEN ESTATES FOR
FUTURE RIGHT-OF-WAY PURPOSES**

When the County Glen Subdivision was developed in approximately 1987, the City required the developer to show a future right-of-way stub (Tract 1) on the north side of the subdivision. This would be used to connect to future development to the north should that occur. See attached map.

The original developer, Larry Epping, passed away last year. The trustee for Mr. Epping's trust (Bill Davis from Pioneer Trust Bank) is liquidating the assets of the trust. Mr. Davis contacted the Public Works Director to see if the City wanted to purchase this Tract for \$2,000.00. Marion County Tax Assessor's value on the property is \$4,010.00.

Staff recommends purchasing this Tract for future right-of-way connection. If not purchased by the City, the trustee could sell the property to the adjoining property owners for additional side yard use. If that occurs, the opportunity for connectivity would probably be lost. There are funds available in the Street Fund for this purchase. There will be probably be an additional cost of approximately \$400 for title insurance and recording costs, etc.

RECOMMENDATION:

Adopt the attached Resolution authorizing the City Manager to purchase Tract 1, Country Glen Estates.

Please contact me if you have any questions in this regard. Thank you.

ESJ/tmh

1 CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

2
3 Resolution R2016-_____
4

5
6 AUTHORIZING CITY MANAGER TO PURCHASE TRACT 1,
7 COUNTRY GLEN ESTATES FROM TRAN CO. FOR FUTURE
8 RIGHT-OF-WAY PURPOSES
9

10
11 WHEREAS, the City required the developer to show a future right-of-way stub on
12 the north side of the Country Glen Subdivision when it was developed;

13 WHEREAS, a preliminary agreement has been reached with the owner of the
14 property;

15 NOW, THEREFORE,

16 BE IT RESOLVED by the City Council of the City of Keizer that the City
17 Manager is authorized to purchase the property known as Tract 1, Country Glen Estates,
18 in the City of Keizer, Marion County, Oregon from Tran Co., an Oregon corporation for
19 \$2,000.00.

20 BE IT FURTHER RESOLVED that the purchase price and other costs associated
21 with this transaction are to be paid from the Street Fund.

22 BE IT FURTHER that the City Manager is authorized to take any and all action
23 necessary to consummate this transaction.
24
25

1 BE IT FURTHER RESOLVED that this Resolution shall take effect immediately
2 upon the date of its passage.

3 PASSED this _____ day of _____, 2016.

4

5 SIGNED this _____ day of _____, 2016.

6

7

8

9

Mayor

10

11

12

City Recorder



MINUTES
KEIZER CITY COUNCIL
Monday, October 3, 2016
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Clark called the meeting to order at 7:00 pm. Roll Call was taken as follows:

Present:

Cathy Clark, Mayor
Marlene Parsons, Councilor
Kim Freeman, Councilor
Roland Herrera, Councilor
Bruce Anderson, Councilor
Mark Caillier, Councilor
Amy Ryan, Councilor

Staff:

Chris Eppley, City Manager
Shannon Johnson, City Attorney
Bill Lawyer, Public Works Director
Tim Wood, Finance Director
Jeff Kuhns, Deputy Police Chief
Tracy Davis, City Recorder

FLAG SALUTE

Members of Boy Scout Troup #67 led Council in the pledge of allegiance.

**SPECIAL
ORDERS OF
BUSINESS**

**a. Swearing in of
Planning
Commissioner**

City Attorney Shannon Johnson issued the Planning Commission Oath of Office to Michael DeBlasi.

Mr. Johnson explained that because of expiring terms and the next meeting being the joint meeting with Salem, the swearing in was done at the Council meeting instead of a regular Planning Commission meeting.

**b. Volunteer
Coordinating
Committee
Recommendation
for
Appointment –
Keizer Public
Arts
Commission**

City Manager Chris Eppley reported that following publication of notice of a vacancy on the Keizer Public Arts Commission and acceptance of testimony from the applicant, the Volunteer Coordinating Committee unanimously recommended Suesann Abdelrusal to fill one of the vacancies.

Councilor Parsons moved that the Keizer City Council accept the recommendation of the Volunteer Coordinating Committee to appoint Suesann Abdelrusal to position #2 on the Keizer Public Arts Commission to serve the remainder of a term ending June 30, 2017. Councilor Freeman seconded. Motion passed unanimously as follows:

AYES: Clark, Caillier, Parsons, Ryan, Freeman, Herrera and Anderson (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

COMMITTEE REPORTS None

PUBLIC TESTIMONY None

PUBLIC

HEARINGS

**a. Heritage Tree
Designation –
301 Dennis
Lane North,
Keizer**

Mayor Clark opened the Public Hearing.

Public Works Director Bill Lawyer referred to a city ordinance that provides a means to designate a Heritage Tree noting that a tree with that designation cannot be cut, pruned or topped without permission from the City. He explained that although the tree being considered is tall, it does not meet other criteria in the current ordinance for the designation.

Roberta Schmechel, Keizer, extolled the beauty of the tree and urged that it be preserved and designated as a Heritage Tree.

Kathy Philbrick, Keizer, urged that the living environment of Keizer be preserved by retaining trees of significant merit. She urged that Keizer plant trees in parkways, provided examples of neighborly compromise, and explained the importance of landscaping.

Discussion followed regarding the verbiage in the ordinance, preservation of trees which will benefit the City's stormwater NPDES Permit, and neighborly conduct.

With no further testimony, Mayor Clark closed the Public Hearing.

Council discussed regulating what can be done with a tree that is on private property, options available to both neighbors, and the need for more information.

Councilor Parsons moved that the Keizer City Council direct staff to bring back an Order denying the request for a heritage tree. Councilor Freeman seconded. Motion passed unanimously as follows:

AYES: Clark, Caillier, Parsons, Ryan, Freeman, Herrera and Anderson (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Council agreed by consensus to provide mediation and tree care resources to the parties involved and directed staff to move forward with flushing out the heritage tree ordinance.

**b. RESOLUTION
– Forming
Keizer Station
Center Area C
Street Lighting
Local
Improvement**

Mayor Clark opened the Public Hearing.

Chris Eppley provided the history of the formation of this Street Lighting Local Improvement District and noted that the Public Hearing was to consider remonstrances to the project and objections to proposed assessments. Staff recommendation is that City Council open a Public Hearing to consider oral objections and written remonstrances to the formation of Keizer Station Center Area C Street Lighting Local Improvement District and if there are no objections, close the public

District

hearing and consider adoption of the resolution forming the district and the proposed assessment ordinance.

Alicia Singh, Keizer, objected to the assessment noting that the assessments should be paid by Bonaventure and Mountain West because the lighting is directly related to their project.

Mr. Lawyer explained that the lighting cost assessments are only for the street lights on McLeod and not Chemawa. They do not include any lighting internal to the Bonaventure/Mountain West properties. He explained that this district is different than a typical subdivision district so the division of assessments is based on square footage rather than lots; larger lots pay a larger share.

Mr. Eppley explained the process to Ms. Singh adding that the district will benefit her property and enhance future development of her property by adding value. Mayor Clark added further explanation noting that adequate street lighting makes an area safe and more livable.

Joe Salis, Keizer, verified that the assessments were only for McLeod Lane.

With no further testimony, Mayor Clark closed the Public Hearing.

Councilor Parsons moved to adopt a Resolution Forming the Keizer Station Center Area C Street Lighting Local Improvement District. Councilor Freeman seconded.

Discussion took place clarifying which lights the City is paying for and which ones are included in the assessment to property owners.

Mr. Johnson and Mr. Eppley provided detailed explanation regarding the distribution of the assessments.

Motion passed unanimously as follows:

AYES: Clark, Caillier, Parsons, Ryan, Freeman, Herrera and Anderson (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

ORDINANCE – Spreading Assessments to Keizer Station Center Area C Street Lighting Local Improvement District

Councilor Parsons moved to adopt a Bill for an Ordinance Spreading Assessments to Keizer Station Center Area C Street Lighting Local Improvement District. Councilor Freeman seconded. Motion passed unanimously as follows:

AYES: Clark, Caillier, Parsons, Ryan, Freeman, Herrera and Anderson (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

ADMINISTRATIVE ACTION

None

CONSENT CALENDAR

- a. RESOLUTION – Disposition of Unclaimed Found Personal Property
- b. RESOLUTION – Authorizing the City Manager to Sign Oregon Parks and Recreation Department Local Government Grant Program Agreement for Keizer Rapids Park Big Toy Phase 2 Project.
- c. Approval of September 12, 2016 Work Session Minutes

Councilor Parsons moved to approve the Consent Calendar. Councilor Freeman seconded. Motion passed unanimously as follows:

AYES: Clark, Caillier, Parsons, Ryan, Freeman, Herrera and Anderson (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

COUNCIL LIAISON REPORTS

Councilor Caillier reported on the Southeast Keizer Neighborhood Association (SEKNA) meeting noting that the next meetings will be October 14 and November 18.

Councilor Herrera reported on the Cavasos Coalition for Latino Youth & Families reception, the Community Dinner, the League of Oregon Cities (LOC) conference and the governor's debate.

Councilor Parsons announced upcoming events including the special Planning Commission meeting to be held jointly with several local agencies and the West Keizer Neighborhood Association meeting.

Councilor Ryan reported on sessions she had attended at the LOC conference and the Percey fundraising event and commended local businesses who had recently invested in the community by remodeling. She announced that the liquor store would be moving on October 9 and Full Monty's has new owners.

Councilor Anderson reported on the opening ceremony to the Oregon State Trooper Memorial at the State Capitol and sessions he had attended at the LOC conference. He announced the Family Building Blocks luncheon and noted that Start Making a Reader Today (SMART) is in need of a site coordinator at Cummings Elementary.

Councilor Freeman reported on sessions she had attended at the LOC conference and on the recent ServFest event. She urged everyone to attend the upcoming Fire District Open House and announced that she would be attending the West Keizer Neighborhood Association and Traffic Safety/Bikeways/Pedestrian Committee meetings.

Mayor Clark announced that she had attended the Liberty House luncheon and the Southeast Keizer Neighborhood Association meeting, presented at the LOC conference and testified at the Joint Task Force on Transportation. She showed the bronze Safety Award given to the City of Keizer from the League of Oregon Cities and City/County Insurance; announced upcoming the upcoming Strategic Economic Development Corporation Board of Directors, Council of Governments Board of

**OTHER
BUSINESS**

Directors, Oregon Municipal Planning Organizations Consortium meetings; and invited everyone to the Keizer Fire District open house.

Finance Director Tim Wood announced that the PERS Board had approved the rates for 2017-2019; the increase will cost the City \$250,000 more next year. He has been advised that this increase will likely happen the next two go-arounds as well. This will use up the majority of the City's property taxes.

Deputy Chief Kuhns announced that Community Emergency Response Team (CERT) is looking for volunteers. Training is scheduled for October 15-16 and November 5-6.

Chris Eppley announced that October is Breast Cancer Awareness Month.

WRITTEN COMMUNICATIONS None

AGENDA INPUT

October 10, 2016

5:45 p.m. – City Council Work Session - Cancelled

October 12, 2016

6:00 p.m. – Special Session with Salem, Marion & Polk Counties

- Urban Growth Boundary Issue Pertaining to Willamette River Crossing

October 17, 2016

7:00 p.m. – City Council Regular Session

November 7, 2016

7:00 p.m. – City Council Regular Session

ADJOURNMENT

Mayor Clark adjourned the meeting at 8:46 pm.

MAYOR:

APPROVED:

Cathy Clark

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Mark Caillier

Councilor #4 – Roland Herrera

Councilor #2 – Kim Freeman

Councilor #5 – Amy Ryan

Councilor #3 – Marlene Parsons

Councilor #6 – Bruce Anderson

Minutes approved:_____

*555 Liberty St SE
Salem, OR 97301*



Final Action Agenda - Minutes

Wednesday, October 12, 2016

6:00 PM

Joint Meeting of the Keizer City Council, Keizer Planning Commission, Marion County Board of Commissioners, Polk County Board of Commissioners and Polk County Planning Commission, and Salem City Council.

**Location: Center 50+ 2615 Portland Road NE, Salem
City Council**

1. OPENING EXERCISES FOR EACH GOVERNING BODY:

(Includes call to order, roll call, pledge of allegiance, announcements, proclamations, ceremonial presentations, and Council comment)

Call to Order

6:06 p.m.

Welcome by: Mayor Peterson.

Roll Call

Keizer Planning Commission

Present:

Commissioner Jerry Crane
Commissioner Michael DeBlasi
Commissioner Kyle Juran
Commissioner Jim Jacks
Commissioner Garry Whalen
Commissioner Hersch Sangster

Absent:

Commissioner Josh Eggelston

Keizer City Council

Present:

Mayor Cathy Clark
Councilor Mark Callier
Councilor Kim Freeman
Councilor Marlene Parsons
Councilor Roland Herrera
Councilor Amy Ryan
Councilor Bruce Anderson

Marion County Board of Commissioners

Present:

Commissioner Kevin Cameron
Commissioner Janet Carlson
Commissioner Sam Bentano

Polk County Planning Commission

Present:

Commissioner Michael Schilling
Commissioner Lee Herzberg
Commissioner Bill Farmer
Commissioner Scott Olson
Commissioner Shawn Hussey

Absent:

Commissioner Lynda Agen
Commissioner Paul Johnson

Polk County Board of Commissioners

Present:

Commissioner Mike Ainsworth
Commissioner Jennifer Wheeler
Commissioner Craig Pope

Salem City Council:

Present:

Mayor Anna Peterson
Councilor Chuck Bennett
Councilor Tom Andersen
Councilor Brad Nanke
Councilor Steve McCoid
Councilor Daniel Benjamin
Councilor Warren Bednarz
Councilor Jim Lewis

Absent:

Councilor Diana Dickey - Absent

Pledge of Allegiance

Led by: Mayor Peterson.

Adopt Order and Procedures for Joint Meeting

1.a.

Designation of Salem City Mayor as Presiding Officer and Adoption of Order and Procedures for Joint Meeting of the Salem City Council, Keizer Planning Commission, Keizer City Council, Marion County Board of Commissioners, Polk County Board of Commissioners, and Polk County Planning Commission.

Attachments: [Procedures for Joint Meeting](#)

Councilor Bednarz declared a potential conflict of interest.

Commissioner Olson declared a potential conflict of interest.

A motion was made by Councilor McCoid, seconded by Councilor Bednarz that the governing bodies of the City of Salem, City of Keizer, Marion County, and Polk County designate the Salem City Mayor as Presiding Officer and adopt Order and Procedures for the Joint Meeting to consider the City of Salem's proposal to expand the Salem Keizer Urban Growth Boundary and associated land use actions.

The motion carried by the following vote:

Aye: 8 - Bennett, Andersen, Nanke, McCoid, Benjamin, Bednarz, Lewis and Mayor Peterson

Nay: 0

Absent: 1 - Dickey

Abstain: 0

The Keizer Planning Commission was called to order at 6:12 p.m.

A motion was made by Commissioner Jacks, seconded by Commissioner Whalen that the governing bodies of the City of Salem, City of Keizer, Marion County, and Polk County designate the Salem City Mayor as Presiding Officer and adopt Order and Procedures for the Joint Meeting to consider the City of Salem's proposal to expand the Salem Keizer Urban Growth Boundary and associated land use actions.

The motion carried by the following vote:

Aye: 7 - Commissioners Crane, DeBlazi, Juran, Jacks, Whalen,
Eggelston, and Sangster
Nay: 0
Absent: 0
Abstain: 0

Keizer City Council was called to order at 6:13 p.m.

A motion was made by Councilor Parsons, seconded by Councilor Freeman that the governing bodies of the City of Salem, City of Keizer, Marion County, and Polk County designate the Salem City Mayor as Presiding Officer and adopt Order and Procedures for the Joint Meeting to consider the City of Salem's proposal to expand the Salem Keizer Urban Growth Boundary and associated land use actions.

The motion carried by the following vote:

Aye: 7 - Callier, Freeman, Parsons, Herrera, Ryan, Anderson, and
Mayor Clark
Nay: 0
Absent: 0
Abstain: 0

Marion County Board of Commissioners was called to order at 6:14 p.m.

A motion was made by Commissioner Brentano, seconded by Commissioner Carlson that the governing bodies of the City of Salem, City of Keizer, Marion County, and Polk County designate the Salem City Mayor as Presiding Officer and adopt Order and Procedures for the Joint Meeting to consider the City of Salem's proposal to expand the Salem Keizer Urban Growth Boundary and associated land use actions.

The motion carried by the following vote:

Aye: 3 - Commissioners Brentano, Carlson, and Cameron.
Nay: 0
Absent: 0
Abstain: 0

Polk County Board of Commissioners was called to order at: 6:15 p.m.

A motion was made by Commissioner Pope, seconded by Commissioner Ainsworth that the governing bodies of the City of Salem, City of Keizer, Marion County, and Polk County designate the Salem City Mayor as Presiding Officer and adopt Order and Procedures for the Joint Meeting to consider the City of Salem's proposal to expand the Salem Keizer Urban Growth Boundary and associated land use actions.

The motion carried by the following vote:

**Aye: 3 - Commissioners Pope, Ainsworth and Wheeler
Nay: 0
Absent 0
Abstain: 0**

The Polk County Planning Commission was called to order at 6:16 p.m.

A motion was made by Commissioner Olson, seconded by Commissioner Herzberg that the governing bodies of the City of Salem, City of Keizer, Marion County, and Polk County designate the Salem City Mayor as Presiding Officer and adopt Order and Procedures for the Joint Meeting to consider the City of Salem's proposal to expand the Salem Keizer Urban Growth Boundary and associated land use actions.

The motion carried by the following vote:

**Aye: 5 - Commissioners Schilling, Herzberg, Farmer, Olson, and Hussey
Nay: 0
Absent 2 - Agen, and Johnson
Abstain: 0**

1.1 APPROVAL OF ADDITIONS AND DELETIONS TO THE AGENDA

2. PUBLIC HEARINGS

- 2.a.** Joint public hearing on Ordinance Bill No. 14-16, Making Major Comprehensive Plan Amendments Pertaining to the Salem River Crossing Preferred Alternative

Wards: 1, 5, and 8
Councilors: Bennett, Dickey, Lewis
Neighborhood(s): Highland and West Salem

Attachments: [Procedure](#)

[Ordinance Bill No. 14-16 making major comprehensive plan amendments pertaining to the Salem River Crossing Preferred Alternative, Staff Report, October 10, 2016](#)

[Written Testimony 1-20](#)

[Written Testimony 21-30](#)

[10-12-16 Written Testimony received at meeting](#)

Mayor Peterson opened the public hearing at 6:18 p.m.

Appearances by:

Evan White, 4553 Brock Loop S

Darrel Haugeberg, 1474 Ammon Street NW

Don Meyer, 2110 Mission Street NE

Joni McClintock, 2738 Vick Ave NW

Dirk Moeller, 3415 Mock Orange Court S

Sarah Duemling, 4550 Oak Gove Road

Pat Wheeler, 1208 Rolling Hills Road

Tremaine Arkley, 9775 Hultman Road

Sharon Nicks, 3226 Caribon Court NW

Dan Clem, 1110 Commercial Street

Linda Walmark 4734 Bradford Loop SE

Recess 7:05 p.m. to 710 p.m.

Valerie Hendle, 1067 Ruge Street NW

Mike Erdmann, 375 Taylor Street NE

Maren Wryn, 820 Park Avenue

John Gerard, 1390 Valley View Drive NW

Ray Quisenberry, 920 5th Street NE

Kathy Lincoln, 3291 Willamette Drive N

Kathleen Duanna, 1045 5th Street NE

Steve Anderson, no address given

Mark Coutis, 1824 Whitney Drive,

Tyler Schockley, 214 Boone Road SE

Mike Reid, 4791 10th Place N

Meghan Casto, 1260 Rafael Street N

EM Easterly, 775 Fir Gardens Street NW

Amy McLeod, 315 Commercial Street S #410

Lyle Mordhurst, 530 Wallace Road NW

Greg Wasson, 777 Cottage Street unit K

Kasia Quillinan, 1145 14th Street NE

Dave Engen, 1145 14th Street NE

Gene Bensen, 2195 Commercial Street N

Roberta Cade, 1539 Commercial Street SE

Nathan Wherett, 471 Cherry Blossom

Robert Cortright, 373 Summercrest Ave NW

Recess 8:15p.m. to 825 p.m.

John Miller, 451 Division Street N

Melvin Bitkoffer, 4747 Wallace Road NW

Evan Source 510 Alta Vista NW

Kathrina Laws, 2247 Liberty Street NE
Linda Bierly 2308 Ptarmigan Street NW
Kirk Leonard, Ward 2
Maryann Bierne, 1911 Park Ave NE
Leroy Hedberg, 1696 Porter Ave NW
John Gear, Ward 1
Matt Foley, 1152 Susan Court NE
Doug Parow, 6782 Amy Lane NE
Jim Schepke, 1840 East Nob Hill
Judy Mears, 1056 Twinwood Court
Craig Evans, 1345 37th Ave NW
Aimee Rounds 1460 Wallace Road NW
Doug Crook, 1698 Iler Street S
Chad Elliott, 2490 Church Street SE
Gary Obrey, 2045 Laurel Avenue NE
Ken Bierly 2308 Ptarmigan Street NW
Crystal Zuodsmas, 2741 Brooks Ave NE #1
Laurie Dougherty 462 20th Street SE
Paul Justus, 1725 Grant Street
Laurie Walker, 1840 Capitol Street SE
Paul McCabe 1925 Maple Ave

Recess 9:39 p.m. to 9:51 p.m.

Questions or Comments by: Councilors Andersen, and Lewis.

Mayor Peterson closed the hearing at 9:53 p.m.

Keizer Planning Commission

A motion was made by Commissioner Sangster, seconded by Commissioner Whalen to close the hearing and keep the record open until October 19th at 5:00 p.m.

The motion carried by the following vote:

Aye: 6 - Crane, Deblasi, Juran, Jacks, Whalen, Sangster

Nay: 0

Absent: 1 - Eggelston

Abstain: 0

Keizer City Council

A motion was made by Councilor Parsons, seconded by Councilor Ryan to close the hearing and keep the record open until October 19th at 5:00 p.m.

Questions or Comments by: Councilor Herrera, Councilor Ryan, and Mayor Clark.

The motion carried by the following vote:

Aye: 7 - Callier, Freeman, Parsons, Herrera, Ryan, Anderson, and

Mayor Clark

Nay: 0

Absent: 0

Abstain: 0

Marion County Board of Commissioners

A motion was made by Commissioner Carlson, seconded by Commissioner Brentano to close the hearing and leave the record open until October 19th at 5:00 p.m.

The motion carried by the following vote:

Aye: 3 - Carlson, Cameron, Bentano

Nay: 0

Absent: 0

Abstain: 0

Polk County Planning Commission

Commissioner Schilling announced the Polk County Planning Commission will leave the record open for evidence or written testimony until October 19th at 5:00 p.m., and leave the record to be open until October 26th at 5:00 p.m. for rebuttal to new evidence and testimony submitted in the first open record period.

Polk County Board of Commissioners

Commissioner Wheeler announced the Polk County Board of Commissioners will leave the record open for evidence or written testimony until October 19th at 5:00 p.m., and leave the record to be open until October 26th at 5:00 p.m. for rebuttal to new evidence and testimony submitted in the first open record period.

Salem City Council

A motion was made by Councilor McCoid, seconded by Councilor Bednarz to close the hearing and leave the the record open until October 19th at 5:00 p.m. and leave the record to be open until October 26th at 5:00 p.m. for rebuttal to new evidence and testimony submitted in the first open record period.

3. ADJOURNMENT

9:59 p.m.

APPROVED: _____



MINUTES
KEIZER CITY COUNCIL
Monday, October 17, 2016
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Clark called the meeting to order at 7:00 pm. Roll Call was taken as follows:

Present:

Cathy Clark, Mayor
Marlene Parsons, Councilor
Kim Freeman, Councilor
Roland Herrera, Councilor
Bruce Anderson, Councilor
Mark Caillier, Councilor
Amy Ryan, Councilor

Staff:

Chris Eppley, City Manager
Shannon Johnson, City Attorney
Nate Brown, Community Development
Bill Lawyer, Public Works Director
Tim Wood, Finance Director
Jeff Kuhns, Deputy Police Chief
Tracy Davis, City Recorder

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

**SPECIAL
ORDERS OF
BUSINESS**

**a. Volunteer of
the Quarter
Award – Jill
Hagen**

Mayor Clark read the nomination letter and presented an engraved clock to Ms. Hagen as a token of appreciation.

Ms. Hagen accepted the clock, noting that the award actually belongs to the community for their efforts. She then donated a flash drive with over 300 pictures of the mural project, explained that she also initiated the mural on Keizer Florist, and urged the City to monitor the murals for graffiti.

**b. PROCLAMATION
– Filipino-
American
History Month**

Mayor Clark read the proclamation naming the month of October Filipino-American History Month.

**COMMITTEE
REPORTS**

Kathy Lincoln, Keizer, requested permission on behalf of the Traffic Safety/Bikeways/Pedestrian Committee to apply for a grant from Cycle Oregon (deadline October 31) for a bicycle repair station similar to that at Riverfront Park and the Transit Center. She provided details of the grant noting that it was not a matching grant.

Councilor Parsons moved to suspend the rules to take up the matter of the bike maintenance station grant. Councilor Freeman seconded. Motion passed unanimously as follows:

AYES: Clark, Caillier, Parsons, Ryan, Freeman, Herrera and Anderson (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

Councilor Parsons moved that the Keizer City Council direct staff through Keizer Public Works Director Bill Lawyer to apply for the bicycle maintenance station grant in the amount of \$1265 with the Traffic Safety/Bikeways/Pedestrians Committee. Councilor Freeman seconded. Motion passed unanimously as follows:

AYES: Clark, Caillier, Parsons, Ryan, Freeman, Herrera and Anderson (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

Richard Walsh, Keizer, recommended that the bicycle repair station be installed at the skate park. He then reported that Parks Advisory Board had discussed repair of the skate park, received a request for grant funding for the Keizer Little League fields, is considering working toward getting the city designated as a HEAL city (Healthy Eating Active Living) in order to apply for grants available through that program, and has decided not to pursue an Adopt-A-Park program at this time. The Board also discussed using the remainder of the match money from land acquisition at Keizer Rapids Park to apply for another OPRD grant, continues to work on stabilized parks funding, and considered volunteer options for installing the poured-in-place rubber surface project at the Big Toy. Mr. Walsh concluded his report noting that, after hearing testimony regarding the Parks Foundation Solar Eclipse fundraising event, the Board passed a motion to recommend Council waive park use and permit fees for this event.

Mayor Clark asked staff to come back with information on the cost of the skate park repair, plans for Keizer Little League fields and a report with a realistic assessment of City costs for the Solar Eclipse event and waiving of city fees.

PUBLIC TESTIMONY

Paula Giles, Keizer Community Library, thanked the City for its support which allows the library to have programs that help the community and serve the children. She reported that about \$2000 was raised at the recent book sale and listed the programs that this funding makes possible including pre-school programs, reading groups, reading incentives, safety programs, guest speakers and opportunities for learning different people. She also shared information regarding library card holders and library users.

Ryan Price, Keizer, Suicide Prevention Walk, reported that the first walk was held in Salem on October 8. It was a fundraising/awareness walk put together by volunteers. He provided information regarding suicide in

Oregon, thanked organizations that had donated to make the walk possible, and reported that the walk had over 2,000 participants and raised over \$102,000.

PUBLIC

HEARINGS

a. Full Monty's Bistro Liquor License Application – Change of Ownership and Trade Name (The Pour House Saloon)

City Manager Chris Eppley reported that an application was submitted for a Change of Ownership and Trade Name from Full Monty's Bistro, Keizer, Oregon. The new Trade Name will be The Pour House Saloon. A public hearing was scheduled, notice published, and no response received. Staff recommends that following a public hearing, Council recommend approval of the application.

Mayor Clark opened the Public Hearing. Hearing no testimony Mayor Clark closed the Public Hearing.

Councilor Parsons moved that the Keizer City Council recommend approval of the application for a Change of Ownership and Trade Name under the guidelines established by ORS 471.178 and the Ordinances of the City of Keizer and forward this recommendation to the Oregon Liquor Control Commission. Councilor Freeman seconded.

Councilor Caillier noted that he would vote in opposition of this because the applicants did not appear before Council to answer questions.

Motion passed unanimously as follows:

AYES: Clark, Parsons, Ryan, Freeman, Herrera and Anderson (6)

NAYS: Caillier (1)

ABSTENTIONS: None (0)

ABSENT: None (0)

ADMINISTRATIVE ACTION

a. ORDINANCE – Amending Keizer Development Code Regarding Sections 1.200, 2.201, 2.302, and 2.310; Amending Ordinance 98- 389

Mr. Johnson reminded Council that at the September 6 meeting they directed staff to come back with this ordinance. It is being offered for approval.

Councilor Parsons moved that the Keizer City Council adopt a Bill for an Ordinance Amending Keizer Development Code Regarding Section 1.200 (Definitions), Section 2.201 (General Standards), Section 2.302 (Street Standards), and Section 2.310 (Development Standards For Land Divisions); Amending Ordinance 98-389. Councilor Freeman seconded.
Motion passed unanimously as follows:

AYES: Clark, Caillier, Parsons, Ryan, Freeman, Herrera and Anderson (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

b. ORDINANCE – In the Matter of the Application of Herber Farm

Mr. Johnson reminded Council that at the September 19 meeting they directed staff to come back with this ordinance. It is being offered for approval.

Mayor Clark voiced concern regarding the addition of condition 42

LLC for a Comprehensive Plan Map Change From Low Density Residential to Medium and High Density Residential, a Zone Change from Single Family Residential to Medium Density Residential, and a Lot Line Adjustment to Consolidate the Existing Lots Into One Large Parcel For An Approximate 7.5 Acre Parcel Located in the 4800 and 4900 Block of Verda Lane, Keizer, Oregon

regarding color variations and the associated cost increase.

Councilor Parsons moved that the Keizer City Council adopt a Bill for an Ordinance In the Matter of the Application of Herber Farm LLC for a Comprehensive Plan Map Change From Low Density Residential to Medium and High Density Residential, a Zone Change from Single Family Residential to Medium Density Residential, and a Lot Line Adjustment to Consolidate the Existing Lots Into One Large Parcel For An Approximate 7.5 Acre Parcel Located in the 4800 and 4900 Block of Verda Lane, Keizer, Oregon (Case No. 2014-11); Repeal of Order Dated October 6, 2014 (Decision upon Stipulated Remand). Councilor Freeman seconded.

Mayor Clark offered a friendly amendment to remove condition 42. Councilors Parson and Freeman did not accept it.

Mayor Clark moved to remove condition 42. Councilor Anderson seconded.

Discussion followed regarding whether or not the City should be getting into this level of detail and the possible increased cost. Mr. Brown pointed out that the color code currently in the Development Code is strictly for commercial establishments and not for residential developments.

Motion on amendment failed as follows:

AYES: Clark and Anderson (2)

NAYS: Caillier, Parsons, Ryan, Freeman, and Herrera (5)

ABSTENTIONS: None (0)

ABSENT: None (0)

Motion on original motion passed unanimously as follows:

AYES: Clark, Caillier, Parsons, Ryan, Freeman, Herrera and Anderson (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

c. ORDER – Denial of Application to Designate Giant Sequoia at 301 Dennis Lane N, Keizer, Oregon as Heritage Tree

Mr. Johnson reminded Council that at the October 3 meeting they directed staff to come back with this Order. It is being offered for approval.

Councilor Parsons moved that the Keizer City Council adopt an Order - Denial of Application to Designate Giant Sequoia at 301 Dennis Lane North, Keizer, Oregon as Heritage Tree. Councilor Freeman seconded. Motion passed unanimously as follows:

AYES: Clark, Caillier, Parsons, Ryan, Freeman, Herrera and Anderson (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Mr. Brown explained that the ordinance designating a heritage tree will be reviewed and updated.

**d. Possible Lease
of City Property**

Mr. Johnson distributed a resolution relating to this issue and provided background information. He explained that the property is located in Area B of Keizer Station on the north side of the intersection of Keizer Boulevard and Lockhaven and that it would be used for a movie theater.

Councilor Parsons moved that the Keizer City Council adopt a Resolution Authorizing City Manager to Sign Ground Lease Proposal for Theater Letter of Intent (Keizer Station Area B). Councilor Freeman seconded. Motion passed unanimously as follows:

AYES: Clark, Caillier, Parsons, Ryan, Freeman, Herrera and Anderson (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Mr. Eppley explained that this is simply a 'Letter of Intent' which is a broad brush set of terms to which both parties agree, moving toward a lease. This will require some land use actions on the property, revision of the Master Plan, and development of detailed verbiage for the lease.

**CONSENT
CALENDAR**

- A. RESOLUTION – Authorizing the City Manager to Enter Into Lease Agreement with Ricoh USA Inc. for Police Department Copier
- B. RESOLUTION – Repeal of Resolution R2015-2603 (Authorizing the City Manager to Sign Agreement to Connect to Public Water System and Covenants Running with the Land with Jonny A. Marin and Leanne D. Martin (Clear Lake Road)
- C. Approval of September 19, 2016 Regular Session Minutes
- D. Approval of September 26, 2016 Work Session Minutes

Councilor Parsons moved for approval of the Consent Calendar. Councilor Freeman seconded. Motion passed unanimously as follows:

AYES: Clark, Caillier, Parsons, Ryan, Freeman, Herrera and Anderson (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**COUNCIL
LIAISON
REPORTS**

Councilor Parsons announced that she had attended the Parks Foundation Eclipse Event planning meeting and the Special Session with Salem and surrounding jurisdictions. Upcoming events include Keizer Festival Advisory Board meeting and the Marion County Re-Entry breakfast.

Councilor Ryan reported that she had attended the Special Session with Salem and others, announced that she would be adopting a library family for \$10 and challenged others to do so as well, and wished Deputy Chief Jeff Kuhns a happy birthday.

Councilor Herrera noted that he attended the Special Session and the Parks Advisory Board meeting. Upcoming meetings included the Greater

Gubser Neighborhood Association and Career Tech Education Center Advisory Committee. He thanked Mayor Clark and Danielle Bethell for their participation in the Kennedy Leadership classes and announced that signups for the Boys & Girls Club Basketball league could be done on their website.

Councilor Anderson noted that the fall concert season is beginning for area schools. He reported on meetings he had attended including Keizer Chamber Board, the Special Session, and Marion Polk Food Share.

Councilor Caillier reviewed meetings/events he had attended including the Strong Towns presentation, Keizer Fire District Open House, Claggett Creek Watershed Council, Marion County Public Safety Coordinating Council, Southeast Keizer Neighborhood Association, Special Session, and the Marion-Polk Food Share meetings. He listed upcoming events including the Greater Gubser Neighborhood Association meeting and the tree planting at Keizer Rapids Park and Country Glen.

Councilor Freeman reported on meetings she had attended including the West Keizer Neighborhood Association, Traffic Safety/Bikeways/Pedestrian Committee, Coffee with Cathy, and Mid-Willamette Homeless Initiative Task Force. She urged everyone to visit the newly remodeled Baskin-Robbins and Keizer Liquor Store and announced upcoming events including the Marion County Re-Entry Breakfast and the Volunteer Coordinating Committee meeting.

Mayor Clark announced that she had attended the Habitat Homebuilders Breakfast and the Family Building Blocks Luncheon; and the Strategic Economic Development Corporation Board of Directors, Oregon Municipal Planning Organizations Consortium, and Keizer Heritage meetings. She announced the upcoming Mid-Willamette Council of Governments Board of Directors and the Salem River Crossing Oversight Team meetings, and the Black, White and Gray art exhibit at the Art Association and urged everyone to vote.

OTHER BUSINESS

Public Works Director Bill Lawyer provided a weekend storm update. Mayor Clark commended Brandon Bucheit and Danielle Howitt for great customer service to Art and Roseann Barbowitz.

WRITTEN COMMUNICATIONS

Mayor Clark shared an email comment made by Winco Corporation commending Mr. Brown and his staff, and read a comment about the roundabout from Milton and Ella Boone and a thankyou note from the American Cancer Society.

AGENDA INPUT

November 7, 2016 - 7:00 p.m. – City Council Regular Session

November 14, 2016 - 5:45 p.m. – City Council Work Session

- Joint Work Session with Keizer Parks Advisory Board - Funding

November 21, 2016 - 7:00 p.m. – City Council Regular Session

ADJOURNMENT Mayor Clark adjourned the meeting at 8:41 pm.

MAYOR:

APPROVED:

Cathy Clark

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Mark Caillier

Councilor #4 – Roland Herrera

Councilor #2 – Kim Freeman

Councilor #5 – Amy Ryan

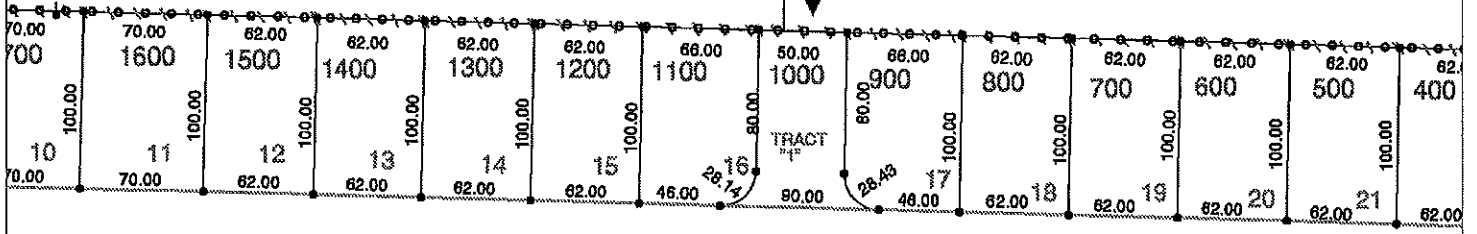
Councilor #3 – Marlene Parsons

Councilor #6 – Bruce Anderson

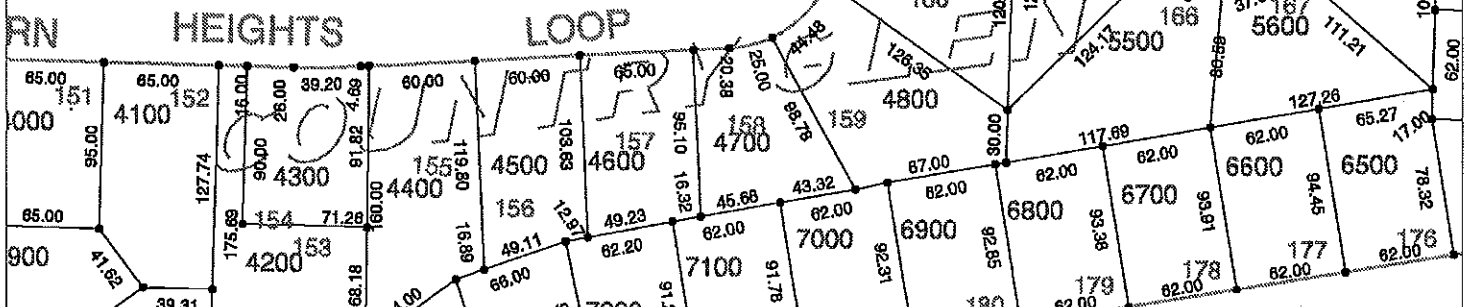
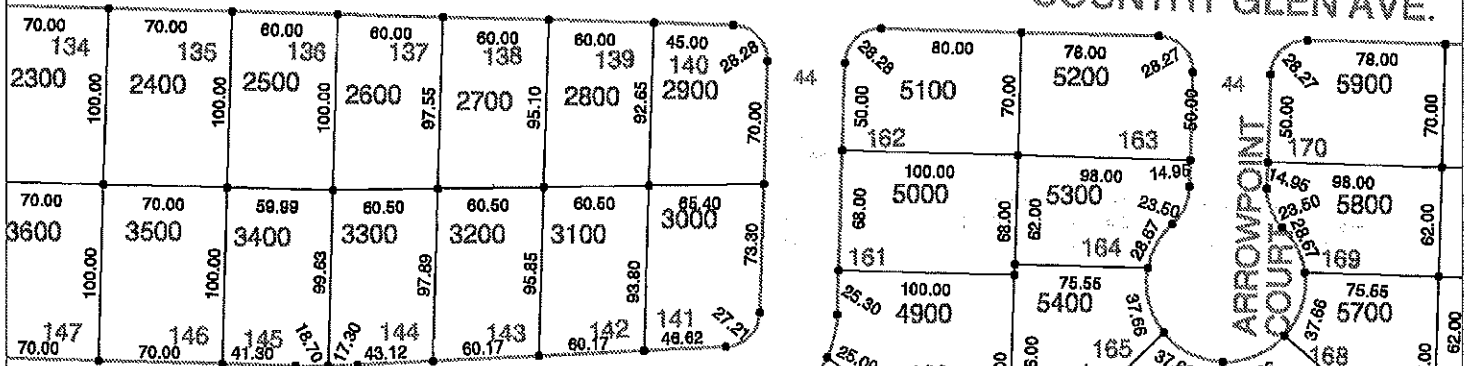
Minutes approved:_____

Written Communications/Testimony and Submitted Documents

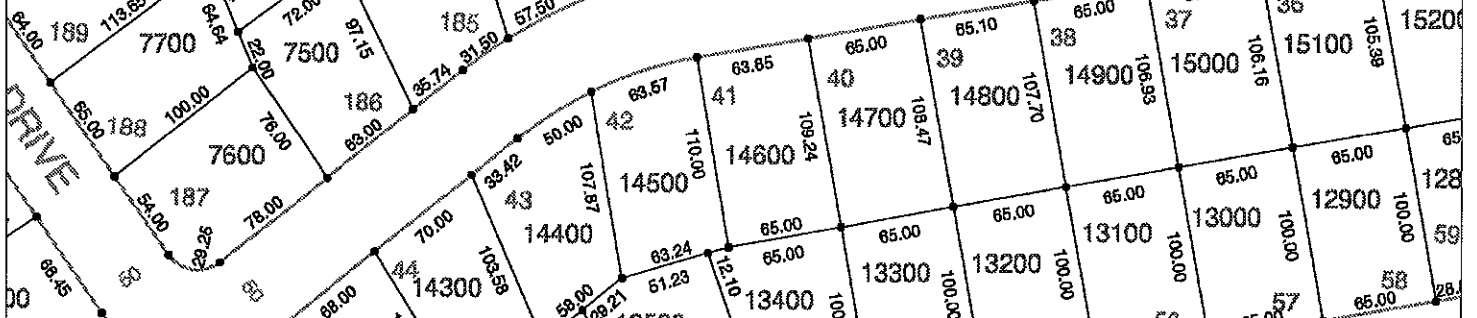
SEE MAP 06 3W 25



COUNTRY GLEN AVE.



HORIZON RIDGE DR.



PARKSIDE CT.

