

AGENDA
KEIZER CITY COUNCIL
REGULAR SESSION
Monday, November 5, 2018
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. **PROCLAMATION** – Small Business Saturday
5. **COMMITTEE REPORTS**
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** – Authorizing Council President to Send Letter of Support for Bringing Back Sustainable Commercial Air Service to Salem
 - b. **RESOLUTION** – Relating to Wastewater Service Charges (2019-2020); Repeal of Resolution R2016-2729
 - c. **RESOLUTION** – Authorizing a Temporary Suspension of the Ordinance Prohibiting Street Vendors
RESOLUTION – Authorizing Temporary Uses Subject to Conditions for Jingle Dash 5K Run/Walk and Keizer Holiday Lights Parade (2018)
9. **CONSENT CALENDAR**
 - a. Approval of October 1, 2018 Regular Session Minutes

b. Approval of October 15, 2018 Regular Session Minutes

c. Approval of October 22, 2018 Work 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 12, 2018

5:45 p.m. – City Council Work Session

- Canceled

November 19, 2018

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

December 3, 2018

7:00 p.m. City Council Regular Session

14. ADJOURNMENT

City of Keizer, Oregon

Proclamation

WHEREAS, the City of Keizer, Oregon celebrates our local small businesses and the contributions they make to our local economy and community; and

WHEREAS, according to the United States Small Business Administration, there are currently 30.2 million small businesses in the United States, that represent 99.7 percent of all businesses with employees in the United States and are responsible for 65.9 percent of net new jobs created from 2000 to 2017; and

WHEREAS, small businesses employ 47.5 percent of the employees in the private sector in the United States; and

WHEREAS, 90% of consumers in the United States say Small Business Saturday has had a positive impact on their community; and

WHEREAS, 89% of consumers who are aware of Small Business Saturday said the day encourages them to Shop Small all year long; and

WHEREAS, 73% of consumers who reportedly Shopped Small at independently-owned retailers and restaurants on Small Business Saturday did so with friends and family; and

WHEREAS, the most reported reason for consumers aware of the day to shop and dine at small independently-owned businesses were to support their community (65%); and

WHEREAS, the City of Keizer supports our local businesses that create jobs, boost our local economy and invigorate our communities.

NOW THEREFORE, I, Cathy Clark, Mayor of the city of Keizer, along with the Keizer City Council, do hereby proclaim November 24, 2018 as

“SMALL BUSINESS SATURDAY”

And urge residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and throughout the year.

*IN WITNESS WHEREOF, I have hereunto set my hand
and caused the Seal of the City of Keizer this 5th day of
November, 2018.*

MAYOR CATHY CLARK

CITY COUNCIL MEETING: November 5, 2018

AGENDA ITEM NUMBER:_____

TO: MAYOR CLARK AND COUNCIL MEMBERS

THROUGH: CHRISTOPHER C. EPPLEY, CITY MANAGER

FROM: E. SHANNON JOHNSON, CITY ATTORNEY

**SUBJECT: LETTER OF SUPPORT FOR BRINGING BACK SUSTAINABLE
COMMERCIAL AIR SERVICE TO SALEM**

It has been over ten years since Salem has had regular commercial air service and Salem is in a prime position to bring it back. Salem is the second largest city in Oregon. Over 530,000 people live within a 25 mile radius of Salem and another 100,000 people are expected within the next 15 to 20 years. Salem has a thriving economy that includes Amazon locating in Salem bringing a thousand new jobs, a building boom in downtown Salem, a consistently booked convention center, and a tourism destination. There are six area colleges and universities nearby. While it will take significant amount of resources for an airline to begin service to a new location, an ad hoc committee has been established to submit a small community air service development grant application and to gather support from the local communities.

Brent DeHart, member and secretary of the Mid-Valley Commercial Air Service Steering Committee, was at the October 15, 2018 meeting requesting a letter of support for the project from the City Council. Council directed staff to prepare a Resolution authorizing the Council President to send a letter of support on behalf of the City Council. Such Resolution and letter of support are attached hereto for Council's consideration.

RECOMMENDATION:

Adopt the attached Resolution authorizing the Council President to send letter of support for bringing back commercial air service to Salem.

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

ESJ/tmh

1 CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

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3 Resolution R2018-_____
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6 AUTHORIZING COUNCIL PRESIDENT TO SEND LETTER OF
7 SUPPORT FOR BRINGING BACK SUSTAINABLE COMMERCIAL
8 AIR SERVICE TO SALEM
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11 WHEREAS, it has been over ten years since Salem has had regular commercial
12 air service;

13 WHEREAS, a Mid-Valley Commercial Air Service Steering Committee has been
14 formed to request support from local communities to bring back air service to Salem and
15 to apply for small community air service development grants;

16 WHEREAS, the Mid-Valley Commercial Air Service Steering Committee has
17 requested that the Keizer City Council prepare a letter of support for bringing back
18 commercial air service to Salem;

19 WHEREAS, the City Council desires to have the Council President send a letter
20 supporting bringing back sustainable commercial air service to Salem;

21 NOW, THEREFORE,

22 BE IT RESOLVED by the City Council of the City of Keizer that the Council
23 President is authorized to send that attached letter supporting bringing back commercial
24 air service to Salem.
25

1 BE IT FURTHER RESOLVED that the City of Keizer's support does not include
2 any promise or commitment for financial support.

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

5 PASSED this _____ day of _____, 2018.

6
7 SIGNED this _____ day of _____, 2018.

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Mayor

City Recorder

November 6, 2018

Small Community Air Service Development Program
Office of Aviation Analysis
1200 New Jersey Avenue, SE W86-307
Washington, DC 20590

Re: Commercial Air Service to Salem (SLE)

To whom it may concern:

Please accept this letter as confirmation of the City of Keizer Council's support for bringing back sustainable commercial air service to Salem, Oregon.

At its regular meeting on November 5, 2018, the Keizer City Council unanimously voted to support bringing back sustainable commercial air service to Salem, Oregon. Members of the City Council voiced support of the project and the importance of bringing back commercial air service to Salem.

The City of Salem is the second largest city in Oregon with a thriving economy and six area colleges and universities nearby. The City of Salem is also the Capital of the state. The City of Keizer is a neighboring city. Colleges, businesses, and legislators require commercial flights to the economic hub of our state and citizens and visitors need reasonably-priced passenger air service to access recreational, industrial, and professional opportunities. The City of Salem's and the City of Keizer's tourism economy is dependent upon transportation available to our area. Bringing back commercial air service to Salem will enhance tourism for both the City of Salem and the City of Keizer.

The Keizer City Council wholeheartedly supports bringing back commercial air service to Salem.

Sincerely,

Marlene Parsons
Council President

CITY COUNCIL MEETING: November 5, 2018

AGENDA ITEM NUMBER: _____

TO: MAYOR CLARK AND CITY COUNCIL MEMBERS

THROUGH: CHRISTOPHER C. EPPLEY, CITY MANAGER

FROM: TIM WOOD, FINANCE DIRECTOR

SUBJECT: RELATING TO WASTEWATER SERVICE CHARGES

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 2018 the City of Salem adopted rate increases of 2.1% and 1.9% effective January 1, 2019 and January 1, 2020, respectively. This equates to an \$8.52 and \$7.80 annual increase in 2019 and 2020 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:

The sewer rate charges are collected by the City of Keizer and passed on to the City of Salem so 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 R2018-_____

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6 RELATING TO WASTEWATER SERVICE CHARGES (2019-2020);
7 **REPEAL OF RESOLUTION R2016-2729**
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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 2017 and 2018 wastewater service
15 charges by Resolution R2016-2729;

16 WHEREAS, the City of Salem has adopted wastewater service charges for the
17 2019 and 2020 years, with the first increase effective for the billing cycle beginning
18 January 1, 2019, and the second increase effective for the billing cycle beginning January
19 1, 2020;

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, 2019 and January 1, 2020 respectfully.

1 BE IT FURTHER RESOLVED that Resolution R2016-2729 (Relating to
2 Wastewater Services Charges (2017-2018)) is hereby repealed in its entirety on January
3 1, 2019.

4 BE IT FURTHER RESOLVED that this Resolution shall take effect on January 1,
5 2019.

6 PASSED this _____ day of _____, 2018.

7

8 SIGNED this _____ day of _____, 2018.

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:		1/1/2019	1/1/2020
Turner Service Area (Wholesale)			
Billing (per invoice)	\$	2.15	\$ 2.24
Volume (per ccf)		3.51	3.61
Keizer Service Area (Retail by Customer Class)			
Single Family Residential			
Base charge (per account)		13.01	13.06
Volume rate (per ccf)		3.54	3.64
Without measurable water consumption (wastewater volume at 5 ccf)		30.71	31.26
New (without history; wastewater volume at 6 ccf)		34.25	34.90
Vacant (wastewater volume at 0.5 ccf)		14.78	14.88
Wastewater Rate Assistance Program Base Charge (per account)	(1)	(9.00)	(9.00)
Multifamily			
Base charge - Duplex (per account)		14.31	14.37
Base charge - Triplex (per account)		15.61	15.67
Base charge - Fourplex (per account)		16.91	16.98
Base charge - Fiveplex (per account)		18.21	18.29
Add the following to base charge for each unit over five		1.30	1.31
Volume rate (per ccf)		3.54	3.64
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)		20.26	20.72
Volume rate (per ccf)		4.86	5.00
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.

COUNCIL MEETING: November 5, 2018

AGENDA ITEM NUMBER:_____

TO: MAYOR CLARK AND CITY COUNCIL MEMBERS

THROUGH: CHRIS EPPLEY, CITY MANAGER

FROM: E. SHANNON JOHNSON, CITY ATTORNEY

SUBJECT: KEIZER HOLIDAY LIGHT PARADE TEMPORARY USE

The Jingle Dash 5k Run/Walk and the Keizer Holiday Lights Parade event will be held on December 8, 2018. The Keizer Chamber of Commerce submitted applications relating to the events, copies of which are attached.

In 1990 the City Council passed Ordinance No. 90-193 (An Ordinance Prohibiting Street Vendors) that prohibits the selling of any commodity or service upon any street, sidewalk or public right-of-way. There is a provision that allows for suspension of such regulations during a festival. The suspension is done by a City Council Resolution. A Resolution is attached for your consideration. This Resolution prohibits any interference with pedestrian, vehicular or parade traffic.

In 2004 the City Council passed Ordinance 2004-498, amending Section 2.203 of the Keizer Development Code (Ordinance No. 98-389), which regulates “Permitted Temporary Uses”. This amendment affords Council discretion in authorizing “additional temporary uses” during a specific event or festival, and specifically allows for the council to authorize temporary signage in conjunction with a temporary use. The Development Code reads as follows:

Additional Permitted Temporary Uses. The City Council may, by resolution, authorize additional permitted temporary uses during a specific event or festival. This may include setting forth reasonable types of uses, appropriate zones for such uses, temporary signs and any time restrictions the Council finds necessary to protect the health, safety and welfare of the Public. (Section 2.203.04.E)

The Jingle Dash 5k Run/Walk and the Keizer Holiday Lights Parade are significant community events which are beneficial to the citizens of Keizer and the surrounding communities. These activities are being organized under the leadership of the Keizer Chamber of Commerce.

In addition to the permits, the Chamber specifically requests authority to place up to ten food trucks/carts at each of the following locations:

- Willamette Valley Appliance
- Columbia Bank

- O'Reilly Auto
- Bank of the Cascades
- Remodeling by Classic Homes (2 food trucks/carts)
- Willamette Valley Bank
- Up to three additional locations to be authorized by the Community Development Director

Staff recommends Council approve the placement of food trucks/carts at the above locations subject to the following conditions:

- The placement of all structures and facilities associated with the vendors shall conform to the requirements contained in the Keizer Development Code regarding Permitted Temporary Uses (KDC 2.203.04). The placement shall not obstruct or interfere with vehicle or pedestrian movement and shall not obstruct vision clearance areas.
- The authority to place the food trucks/carts at these locations shall only be for the day of December 8 and must be removed by noon on December 9, 2018.

The attached Resolution approves the special events, the placement of food trucks/carts, and the signage for the events. Specific conditions are attached to the Resolution.

The Chamber of Commerce has requested that the City waive all fees for these events. The estimated total fees associated with these applications are as follows:

Application Fees	\$ 100.00
Police Staffing	\$ 4,000.00
Public Works Staffing	\$ 600.00
Public Works barricades	\$ 1,350.00
Temporary Use Permit	\$ 550.00 (10 @ \$55.00)
K23 Coverage	<u>\$ 180.00 (4 hrs @ \$45.00 per hour)</u>
	\$ 6,780.00

Though the fee waiver issue was discussed at the budget meetings, the fee waiver was not authorized at that time. The costs for Police/Public Works staffing and the barricades have been budgeted. Last year the Council waived all fees.

It is appropriate for Council to consider the matter of the fees and make a minute motion to deny the waiver request, waive some of the fees, or waive all of the fees for the December 8, 2018 Jingle Dash 5k Run/Walk and the Keizer Holiday Lights Parade.

RECOMMENDATION:

Adopt the attached Resolutions:

1. Authorizing a Temporary Suspension of the Ordinance Prohibiting Street Vendors.

2. Authorizing Temporary Uses Subject to Conditions for Jingle Dash 5k Run/Walk and Keizer Holiday Lights Parade.

The City Council should then consider the matter of the fees and make a minute motion to formalize its intent.

ESJ/tmh



PARADE OR SPECIAL EVENT PERMIT FOR PUBLIC PROPERTY

Applications for permits must be submitted 60 days prior to date of parade or special event. This permit is pursuant to City of Keizer Ordinance No 2000-419. A fee of \$50.00 must accompany this application. **This form may be filled in electronically and printed.**

Danielle Bethell

Name of Applicant/Person Responsible

6150 Ulali Dr N Keizer, OR 97303

Applicant's Address

503.393.9111

Residence Phone

Keizer Chamber of Commerce

Name of Organization/Group

10/2/2018

Date Application Submitted

503.393.9111

Business/Message Phone

Type of Event: Parade ☒ Walk ☐ Run ☐ Bike Race ☐ Special Event ☐

Name of Event: Keizer Holiday Lights Parade

Date of Event: 12/8/2018 Beginning and Ending Time of Event: 6:00pm-10:00pm

Description of Event: Parade of lit floats celebrating holiday season

Number of Persons expected to participate: 30,000 Number of Vehicles: 150

Number of Animals: 50 Clean-up Arrangements: volunteer/contracted services

Proposed Route: Parade: Lockhaven Drive - River Rd - Plymouth DR NE

Assembly Location: Parade: Lockhaven

Disassembly Location: Parade: Glynbrook to Plymouth Drive NE

This permit is subject to the following conditions:

1. No alcoholic beverages are permitted on City owned street unless an OLCC license has been issued for a community event.
2. All residents living adjacent to proposed closure or businesses located adjacent to proposed closure have been notified of the event.
3. Barricades may be placed in the street right-of-way but must be positioned to allow access for emergency vehicles. Barricades are available from the City by calling 390-3700. Barricades must be returned to Public Works no later than the day after closure date.

4. Participants shall yield right-of-way to vehicular traffic, unless directed otherwise by a police officer.
5. The event will be conducted in such a manner as outlined in the ordinance to ensure the safety of the participants and spectators.
6. Permittee shall be responsible for clean up of areas and removal of all paraphernalia and debris as a result of this event.

****NOTICE****

Permittee shall defend, indemnify and hold harmless the City of Keizer, its officers, agents and employees, against any claim, demand, suit or action for property damage, personal injury or death arising in connection with this event. The City of Keizer requires that the sponsor of such events carry commercial single limit liability insurance in the minimum amount of \$1,000,000 and name the City of Keizer as an additional insured for this event. Claims made in excess of the policy will be the responsibility of the sponsor of the event. We also require that you have a certificate on file with us prior to the event that stipulates the coverage and limit shown above.

INSURANCE CO. The Summit Group of Oregon POLICY NO. NBP018C0003

COVERAGE LIMITS 1,000,000.00

****PERMIT REVOCATION****

The City Manager may revoke this permit if circumstances reasonably show that the parade or special event can no longer be conducted consistent with public safety.

****APPLICATION SIGNATURE****

I hereby certify that I am the authorized representative of the above group, that the above statements are true to the best of my knowledge, and that I will abide by all restrictions, administrative rules and applicable City Ordinances.



SIGNATURE

10/19/18
10/10/2018

DATE

APPROVED ROUTE AND/OR POLICE COMMENTS:

STATUS QUO

ADDITIONAL APPROVAL COMMENTS OR CONDITIONS:

Approved by: 

Keizer Police Department

Approved by: _____
Keizer Public Works

Approved by: _____
City Manager

2018 Keizer Holiday Lights Parade

PARADE ROUTE, STAGING, AND DISBANDMENT



River Road will close at 6:00 pm from Lockhaven to Glynbrook and will remain closed until all parade entries are cleared from River Road. Please be sure to have established a disbandment plan PRIOR to the time of the parade start.
 YOU WILL NOT BE ALLOWED to disband on River Road.
 (Chemawa Road will remain open for East to West traffic until approximately 7:00pm).

Nathan Bauer, President
Bob Shackelford, President Elect
Alicia Self, Secretary
Carlos Soto, Treasurer
Scott White, Past President



Directors:
Larry Jackson, Kyle Juran,
Shawn Lapof, Carlos Pineda,
John Sullivan, Jonathan Thompson,
Dave Walery, Kalynn White

October 2, 2018

McNary Estates HOA
PO BOX 20068
Keizer, OR 97307

RE: McClure Gate Access

Dear Members of McNary HOA,

I am writing to you today to request your support for this year's Keizer Holiday Light's Parade. Saturday, December 8th the Keizer Chamber of Commerce and dozens of amazing volunteers will be coordinating one of our community's finest events.

In order to make this event successful we are hoping you can assist us with traffic flow. In years past we have requested your support of allowing traffic to flow through the estates from River Rd. to McClure in order to travel around the road closures in place for our parades, usually we make this request in May for the Keizer Iris Festival.

We are in need of your security arm to be open during the hours of 3:00pm-10:00pm. We will be shutting down Lockhaven between River Rd. and McClure at 3:00pm in order for the parade floats to begin staging for the evening activities.

Thank you for considering this request and for your continued support of Keizer's family events and activities.

Sincerely,

Danielle Bethell
Executive Director
Danielle@KeizerChamber.com
(503) 393-9111

cc: Keizer Police Dept/Sgt Wenning



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/10/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	The Summit Group of Oregon, LLC 6446 Fairway Avenue SE Suite 140 Salem, OR 97306	CONTACT NAME: Olga Yermachenkov PHONE (A/C, No, Ext): (503)581-2825 FAX (A/C, No): (503)365-2862 E-MAIL ADDRESS: olga@sgopro.com
INSURED	Keizer Merchants Associaton DBA Keizer Chamberof Commerce 6150 Ulali Dr NE Keizer, OR 97303	INSURER(S) AFFORDING COVERAGE INSURER A: United States Liability Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER: 00000000-62094

REVISION NUMBER: 1

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC ☐ OTHER:	Y		NBP018C0003	10/09/2018	10/09/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY	Y		NBP018C0003	10/09/2018	10/09/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTIONS	Y		CUP018C0004	10/09/2018	10/09/2019	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ PER STATUTE ☐ OTH-ER ☐
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Turkey Dash November 22, 2018

Jingle Dash December 8, 2018

Holiday Lights Parade December 8, 2018 ✓

The City of Keizer, its officers & employees are listed as an additional insured as it relates to the general liability.

CERTIFICATE HOLDER

CANCELLATION

City of Keizer PO BOX 21000 Keizer, OR 97303	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE (OLY)

**UNITED STATES LIABILITY INSURANCE GROUP
WAYNE, PENNSYLVANIA**

This endorsement modifies insurance provided under the following:

BUSINESSOWNERS COVERAGE FORM

BLANKET ADDITIONAL INSURED ENDORSEMENT

Section II – LIABILITY, C., Who Is An Insured is amended to include as an insured any person, entity or organization that is:

1. A franchisor under a franchise agreement with the Named Insured as franchisee relating to "your work"; or
2. A licensor under a license agreement with the Named Insured as licensee relating to "your work"; or
3. A co-owner with the Named Insured in premises used for "your work"; or
4. A majority owner with a controlling interest in the Named Insured but only with respect to liability arising out of such owner's (i) financial or operational control of the Named Insured; or (ii) ownership, maintenance or use of premises leased or occupied by the Named Insured for purposes of "your work"; or
5. A mortgagee, assignee or receiver of the Named Insured relating to "your work"; or
6. A lessor, or an agent of a lessor, under a lease agreement with the Named Insured as lessee relating to "your work"; or
7. A grantor of a permit to the Named Insured as permittee relating to "your work".
However, if the grantor of a permit is a federal, state or local government or political subdivision, there is coverage under this endorsement only for liability arising from:
 - a. The existence, maintenance, repair, construction, erection or removal of advertising signs, awnings, canopies, cellar entrances, coal holes, driveways, manholes, marquees, hoist away openings, sidewalk vaults, street banners or decorations and similar exposures; or
 - b. The construction, erection or removal of elevators; or
 - c. The ownership, maintenance or use of any elevators covered by this insurance; or
8. A lessor of equipment leased to the Named Insured relating to "your work"; or
9. A contributor, benefactor, or supporter who provides financial assistance to the Named Insured in connection with "your work".

but only to the extent the Named Insured is required to add such person, entity or organization as an additional insured to this policy under a written contract, written permit or written agreement relating to "your work".

Such person, entity or organization is an insured only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" that is caused, in whole or in part by your acts or omissions or the acts or omissions of those acting on your behalf in connection with "your work" while such written contract, written permit or written

agreement is in effect.

EXCLUSIONS

There is no coverage under this endorsement for loss or expense, including but not limited to the cost of defense for "bodily injury", "property damage" or "personal and advertising injury":

1. That occurs after all of "your work", including materials, parts or equipment furnished in connection with "your work" and performed under a written contract, written permit or written agreement has ended; or

When that portion of "your work" out of which the "bodily injury", "property damage" or "personal and advertising injury" arises and performed under a written contract, written permit or written agreement has been put to its intended use by any person(s) or organization(s);

whichever occurs first.

2. Arising directly or indirectly from construction or demolition operations of any kind performed by you.
3. Caused or alleged to be caused by the sole negligence of an additional insured under this endorsement.
4. Arising out of "your work" performed for a federal, state or local government or political subdivision under a written permit; or
5. Included within the "products-completed operations hazard".

CONDITIONS

Coverage provided by this endorsement will be excess over any insurance available to any additional insured under this endorsement unless a written contract, written permit or written agreement specifically requires that coverage under this endorsement is primary.

All other terms and conditions of this policy remain unchanged. This endorsement is a part of your policy and takes effect on the effective date of your policy unless another effective date is shown.



PARADE OR SPECIAL EVENT PERMIT FOR PUBLIC PROPERTY

Applications for permits must be submitted 60 days prior to date of parade or special event. This permit is pursuant to City of Keizer Ordinance No 2000-419. A fee of \$50.00 must accompany this application. **This form may be filled in electronically and printed.**

Danielle Bethell

Name of Applicant/Person Responsible

6150 Ulali Dr N Keizer OR

Applicant's Address

503-393-9111

Residence Phone

Keizer Chamber of Commerce

Name of Organization/Group

10/19/18

Date Application Submitted

503-851-8617 cell

Business/Message Phone

Type of Event: Parade ☐ Walk ☐ Run ☒ Bike Race ☐ Special Event ☐

Name of Event: Jingle Dash 5k Run/Walk

Date of Event: 12/8/2018 Beginning and Ending Time of Event: 430-700pm

Description of Event: Family Fun Run/Walk prior to light parade

Number of Persons expected to participate: 500 Number of Vehicles: 0

Number of Animals: unknown Clean-up Arrangements: Volunteer Crews

Proposed Route: Start at Keizer Chamber Office (4118 River Rd) - River Rd north to Chemawa Rd turn around then south to Garland, west to 2nd, south to Appleblossom and then east back to River Rd and finish at Keizer Chamber office. **Request PW permission to host one certified flagger with light, @ Cherry Ave (Between Allen Plaza & Lyons Club 5:30pm-7:30pm)

Assembly Location: Set up/Start at Keizer Chamber Office: 4118 River Rd.

Disassembly Location: Finish @ Keizer Chamber Office

This permit is subject to the following conditions:

1. No alcoholic beverages are permitted on City owned street unless an OLCC license has been issued for a community event.
2. All residents living adjacent to proposed closure or businesses located adjacent to proposed closure have been notified of the event.
3. Barricades may be placed in the street right-of-way but must be positioned to allow access for emergency vehicles. Barricades are available from the City by calling 390-3700. Barricades must be returned to Public Works no later than the day after closure date.

4. Participants shall yield right-of-way to vehicular traffic, unless directed otherwise by a police officer.
5. The event will be conducted in such a manner as outlined in the ordinance to ensure the safety of the participants and spectators.
6. Permittee shall be responsible for clean up of areas and removal of all paraphernalia and debris as a result of this event.

****NOTICE****

Permittee shall defend, indemnify and hold harmless the City of Keizer, its officers, agents and employees, against any claim, demand, suit or action for property damage, personal injury or death arising in connection with this event. The City of Keizer requires that the sponsor of such events carry commercial single limit liability insurance in the minimum amount of \$1,000,000 and name the City of Keizer as an additional insured for this event. Claims made in excess of the policy will be the responsibility of the sponsor of the event. We also require that you have a certificate on file with us prior to the event that stipulates the coverage and limit shown above.

INSURANCE CO. The Summit Group of Oregon POLICY NO. NBP018C0003

COVERAGE LIMITS \$2,000,000.00 General Liability

****PERMIT REVOCATION****

The City Manager may revoke this permit if circumstances reasonably show that the parade or special event can no longer be conducted consistent with public safety.

****APPLICATION SIGNATURE****

I hereby certify that I am the authorized representative of the above group, that the above statements are true to the best of my knowledge, and that I will abide by all restrictions, administrative rules and applicable City Ordinances.



SIGNATURE

10/19/18
10/10/2018

DATE

APPROVED ROUTE AND/OR POLICE COMMENTS:

STATUS Quo

ADDITIONAL APPROVAL COMMENTS OR CONDITIONS:

Approved by: 

Keizer Police Department

Approved by: _____
Keizer Public Works

Approved by: _____
City Manager



Jingle Dash 5k Run/Walk

*All participants must be lit in some way

Start: Chamber Office
North River Rd.
Turn @ Boucher's Jewelers
South River Rd
Right on Garland Way
Left 2nd Ave
Left Appleblossom Ave
Left River Rd.
Finish Chamber Office

★ = location of volunteers
for route assistance.
6 total locations.





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/11/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Olga Yermachenkov PHONE (A/C, No, Ext): (503)581-2825 E-MAIL ADDRESS: olga@sgopro.com FAX (A/C, No): (503)365-2862
The Summit Group of Oregon, LLC 6446 Fairway Avenue SE Suite 140 Salem, OR 97306	INSURER(S) AFFORDING COVERAGE INSURER A: United States Liability Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
INSURED	NAIC #
Keizer Merchants Associaton DBA Keizer Chamberof Commerce 6150 Ulali Dr NE Keizer, OR 97303	

COVERAGES

CERTIFICATE NUMBER: 00000000-62094

REVISION NUMBER: 2

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD Y/N	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	Y	NBP1557296	10/09/2018	10/09/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY	Y	NBP1557296	10/09/2018	10/09/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☐ EXCESS LIAB ☐ DED ☐ RETENTION \$ ☒ OCCUR ☐ CLAIMS-MADE	Y	CUP1559916	10/09/2018	10/09/2019	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ PER STATUTE ☐ OTH-ER ☐
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A				E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Turkey Dash November 22, 2018
Jingle Dash December 8, 2018
Holiday Lights Parade December 8, 2018

The City of Keizer, its officers & employees are listed as an additional insured as it relates to the general liability.

CERTIFICATE HOLDER	CANCELLATION
City of Keizer PO BOX 21000 Keizer, OR 97303	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE (OLY)

**UNITED STATES LIABILITY INSURANCE GROUP
WAYNE, PENNSYLVANIA**

This endorsement modifies insurance provided under the following:

BUSINESSOWNERS COVERAGE FORM

BLANKET ADDITIONAL INSURED ENDORSEMENT

Section II – LIABILITY, C., Who Is An Insured is amended to include as an insured any person, entity or organization that is:

1. A franchisor under a franchise agreement with the Named Insured as franchisee relating to “your work”; or
2. A licensor under a license agreement with the Named Insured as licensee relating to “your work”; or
3. A co-owner with the Named Insured in premises used for “your work”; or
4. A majority owner with a controlling interest in the Named Insured but only with respect to liability arising out of such owner’s (i) financial or operational control of the Named Insured; or (ii) ownership, maintenance or use of premises leased or occupied by the Named Insured for purposes of “your work”; or
5. A mortgagee, assignee or receiver of the Named Insured relating to “your work”; or
6. A lessor, or an agent of a lessor, under a lease agreement with the Named Insured as lessee relating to “your work”; or
7. A grantor of a permit to the Named Insured as permittee relating to “your work”.
However, if the grantor of a permit is a federal, state or local government or political subdivision, there is coverage under this endorsement only for liability arising from:
 - a. The existence, maintenance, repair, construction, erection or removal of advertising signs, awnings, canopies, cellar entrances, coal holes, driveways, manholes, marquees, hoist away openings, sidewalk vaults, street banners or decorations and similar exposures; or
 - b. The construction, erection or removal of elevators; or
 - c. The ownership, maintenance or use of any elevators covered by this insurance; or
8. A lessor of equipment leased to the Named Insured relating to “your work”; or
9. A contributor, benefactor, or supporter who provides financial assistance to the Named Insured in connection with “your work”.

but only to the extent the Named Insured is required to add such person, entity or organization as an additional insured to this policy under a written contract, written permit or written agreement relating to “your work”.

Such person, entity or organization is an insured only with respect to liability for “bodily injury”, “property damage” or “personal and advertising injury” that is caused, in whole or in part by your acts or omissions or the acts or omissions of those acting on your behalf in connection with “your work” while such written contract, written permit or written

agreement is in effect.

EXCLUSIONS

There is no coverage under this endorsement for loss or expense, including but not limited to the cost of defense for "bodily injury", "property damage" or "personal and advertising injury":

1. That occurs after all of "your work", including materials, parts or equipment furnished in connection with "your work" and performed under a written contract, written permit or written agreement has ended; or

When that portion of "your work" out of which the "bodily injury", "property damage" or "personal and advertising injury" arises and performed under a written contract, written permit or written agreement has been put to its intended use by any person(s) or organization(s);

whichever occurs first.

2. Arising directly or indirectly from construction or demolition operations of any kind performed by you.
3. Caused or alleged to be caused by the sole negligence of an additional insured under this endorsement.
4. Arising out of "your work" performed for a federal, state or local government or political subdivision under a written permit; or
5. Included within the "products-completed operations hazard".

CONDITIONS

Coverage provided by this endorsement will be excess over any insurance available to any additional insured under this endorsement unless a written contract, written permit or written agreement specifically requires that coverage under this endorsement is primary.

All other terms and conditions of this policy remain unchanged. This endorsement is a part of your policy and takes effect on the effective date of your policy unless another effective date is shown.

1 CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

2
3 Resolution R2018-____

4
5
6 AUTHORIZING A TEMPORARY SUSPENSION OF THE
7 ORDINANCE PROHIBITING STREET VENDORS
8

9
10 WHEREAS, the City of Keizer adopted Ordinance 90-193 in December, 1990 which
11 prohibits street vendors in the City of Keizer;

12 WHEREAS, the Ordinance allows for suspension of these regulations during a
13 festival;

14 NOW, THEREFORE,

15 BE IT RESOLVED that a temporary suspension of the Ordinance prohibiting street
16 vendors is hereby granted and street vendors will be permitted on Saturday, December 8,
17 2018 from 5:00 p.m. to 11:00 p.m.

18 BE IT FURTHER RESOLVED all vendors must have any necessary governmental
19 permits and approvals.

20 BE IT FURTHER RESOLVED that at no time shall any person interfere with,
21 impede or block pedestrian, vehicular or parade traffic in any manner whatsoever or
22 unreasonably interfere with viewing the parade. Street vendors shall not operate on private
23 property.
24
25

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

3 PASSED this _____ day of _____, 2018.

4
5 SIGNED this _____ day of _____, 2018.

6
7
8 _____
9 Mayor

10
11 _____
12 City Recorder

1 CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

2 Resolution R2018-_____

3 AUTHORIZING TEMPORARY USES SUBJECT TO
4 CONDITIONS FOR JINGLE DASH 5K RUN/WALK AND
5 KEIZER HOLIDAY LIGHTS PARADE (2018)
6

7 WHEREAS, the Keizer Development Code provides pursuant to Section
8 2.203.04(E) that the City Council may by resolution authorize temporary uses during a
9 specific event or festival;

10 WHEREAS, the Keizer Development Code also provides that the Council may set
11 forth the reasonable types of uses, zones and time restrictions;

12 WHEREAS, the Keizer Chamber of Commerce has requested the City to
13 authorize a temporary use for the Jingle Dash 5k Run/Walk and the Keizer Holiday
14 Lights Parade, including, but not limited to placement of food booths, stands, trucks or
15 carts in specific locations during the events;

16 WHEREAS, the City Council has considered this matter and finds that it is
17 appropriate to grant the request with certain restrictions necessary to protect the health,
18 safety and welfare of the public;

19 NOW, THEREFORE,

1 BE IT RESOLVED by the City Council of the City of Keizer that the 2018 Jingle
2 Dash 5k Run/Walk and the 2018 Keizer Holiday Lights Parade are authorized as specific
3 temporary uses and the hours of operation, allowance for booths/stands for the events,
4 and signage for the events are hereby allowed pursuant to the design, restrictions and
5 conditions as set forth in the attached Exhibit "A" which is incorporated herein by this
6 reference.

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

9 PASSED this _____ day of _____, 2018.

10 SIGNED this _____ day of _____, 2018.

11

12

13

Mayor

14

15

16

City Recorder

EXHIBIT "A"

Design, Restrictions and Conditions

The City Council approves the proposed temporary uses, hours of operation, placement of food trucks/carts, and signage for the 2018 Jingle Dash 5k run/Walk and 2018 Keizer Holiday Lights Parade as follows:

1. Except as set forth in this decision, the 2018 Jingle Dash 5k Run/Walk shall be routed, staged, disbanded, operated and conducted pursuant to the Special Event Permit application submitted by the applicant as approved by the Keizer Police Department and Public Works Department.
2. Except as set forth in this decision, the 2018 Keizer Holiday Lights Parade shall be routed, staged, disbanded, operated and conducted pursuant to the Special Event Permit application submitted by the applicant as approved by the Keizer Police Department and Public Works Department.
3. Except as noted below, the 2018 Jingle Dash 5k Run/Walk and the 2018 Keizer Holiday Lights Parade may have one (1) food truck/cart located at each of the following locations :
 - Willamette Valley Appliance
 - Columbia Bank
 - O'Reilly Auto
 - Bank of the Cascades
 - Remodeling by Classic Homes (2 food trucks/carts)
 - Willamette Valley Bank
 - The applicant may place up to three additional food trucks/carts at three separate locations to be authorized by the Community Development Director (up to a total of ten (10) locations).

All food trucks/carts shall be placed on a parking lot or other hard surface area:

No food truck/cart may be placed without the property owner's permission. All food trucks/carts shall be subject to the conditions further described herein as well as the sign code. Such food trucks/carts may be placed no earlier than noon December 8, 2019 and must be removed no later than noon December 9, 2018 and may not be located on any public road or sidewalk. The exact site location is subject to approval by the Community Development Director.

4. No electronic signs of any type are allowed, unless required by the Keizer Police Department or Public Works Department for safety reasons.
5. The 2018 Jingle Dash 5k Run/Walk and the 2018 Keizer Holiday Lights Parade may have four (4) banners not to exceed 32 square feet advertising the events.

The locations of such banners must have prior approval of the Community Development Director. Such banners may be placed no earlier than November 28, 2018 and must be removed no later than December 9, 2018.

6. The 2018 Jingle Dash 5k Run/Walk and the 2018 Keizer Holiday Lights Parade may have hand signs and flags located adjacent to the main intersections along River Road and on participating business storefronts. No signs or flags may be placed without the property owner's permission. All hand signs and flags shall not exceed the allowable size as stated in the sign code. Such hand signs and flags may be placed no earlier than November 28, 2018 and must be removed no later than December 9, 2018 and may not obstruct any public road or sidewalk.
7. Signs, banners, flags and balloons shall be placed to ensure there shall be no traffic interference or distraction, and if deemed to be a hazard by the Community Development Director, shall be removed immediately upon notice. Balloons shall be placed in such a manner so as to not present a potential to damage light fixtures or landscaping.
8. No other signs are allowed.
9. No signs, flags, balloons or other items may be placed in the right-of-way, except for banners referenced in Section 5. No signs shall be placed on private property without the specific permission of the private property owner. Placement of any yard sign in any public right-of-way or sidewalk easement shall cause the City to remove such signs immediately without notice. In such instance, the Keizer Holiday Lights Parade shall be billed for City staff time, including benefits.
10. If required under applicable regulations, any food vendor shall obtain a license from Marion County Environmental Health or similar county agency prior to operating.
11. Any food truck/cart or other vendor shall not obstruct pedestrian pathways, driveways or drive aisles and shall not create a traffic or safety hazard.
12. Any paper, cardboard, wood, or plastic containers, wrappers, or any litter or material is to be picked up by the vendor.
13. All food trucks/carts must remain capable of being moved at any time.
14. All activities shall comply with Keizer Police Department's direction and requirements of Keizer Fire District.
15. Any food truck/cart not removed by December 10, 2018 may be immediately removed by City staff without notice and the Keizer Holiday Lights Parade shall be billed for staff time at the hourly rate of staff person including benefits for removing the food truck/cart.



MINUTES
KEIZER CITY COUNCIL
Monday, October 1, 2018
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
Laura Reid, Councilor
Amy Ryan, Councilor (7:07)
Roland Herrera, Councilor
Bruce Anderson, Councilor
Anne Farris, Youth Councilor

Staff:

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

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS
OF BUSINESS**

On behalf of League of Oregon Cities and City & County Insurance
Mayor Clark presented to the City of Keizer the Silver Safety Award.

Mayor Clark also thanked Matt Lawyer for submitting the application for the Award of Excellence to the League of Oregon Cities. She noted that Independence got the award.

**COMMITTEE
REPORTS**

Matt Lawyer, Keizer, provided an update on planned activities of the Claggett Creek Watershed Council

**PUBLIC
TESTIMONY**

Jose Dominguez, Dennis Koho, Cindy Rico, Dave McCall, Sandra Hernandez, Greg Zurbrugg, Richard Walsh, Carol Doerfler, Alex Sosa, Cindy Swaney, Robert Glasgow, Leonardo Reyes Munoz, and Pat Fisher from Keizer, *Cy Smith, Levi Herrera-Lopez, Leonardo Reyes, Alex Buron* and *Bill Burgess*, from Salem, *Sara Grider* from Newberg, and *Cathy Philbrick, Betty Hart, Kim Thatcher* and *John Morgan (via letter or email)* voiced opposition of Measure 105 and urged Council not only to oppose the Measure but to confirm support of the long-standing sanctuary status of Oregon.

Katherine Stone, Michael DeBlasi and *Gary Will (via email)*, Keizer voiced support for Measure 105 and urged Council not to pass the Resolution urging a 'no' vote (Agenda Item 8a).

Brandon Smith, Salem, submitted an email asking the Council to refrain from taking any position on this issue.

PUBLIC HEARING

None

ADMINISTRATIVE ACTION

a. Waiver of Community Center Rental Fee – Keizer Community Band Concert

City Manager Chris Eppley summarized his staff report.

Councilor Parsons moved that the Keizer City Council waive the room rental fee and security/cleaning deposit, but require insurance and charge \$80 for event staff. Councilor Freeman seconded.

Discussion followed regarding revenues of the Community Band.

Councilor Reid offered a friendly amendment to waive the event staffing fee. Councilor Parsons accepted. Councilor Freeman did not.

Councilor Reid moved to amend the motion to waive staffing costs. Councilor Herrera seconded.

Vote on amendment: Motion passed as follows:

AYES: Reid, Parsons, Herrera and Anderson (4)

NAYS: Clark, Freeman and Ryan (3)

ABSTENTIONS: None (0)

ABSENT: None (0)

Vote on amended motion (insurance requirement only): Motion passed as follows:

AYES: Clark, Reid, Parsons, Herrera and Anderson (5)

NAYS: Freeman and Ryan (2)

ABSTENTIONS: None (0)

ABSENT: None (0)

b. RESOLUTION – Authorizing the Public Works Director to Apply for a Safe Routes to Schools Infrastructure Grant for Cummings School Project

Public Works Director Bill Lawyer summarized his staff report.

Councilor Parsons moved that the Keizer City Council adopt a Resolution Authorizing the Public Works Director to Apply for a Safe Routes to Schools Infrastructure Grant for Cummings School Project. Councilor Freeman seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

RESOLUTION – Authorizing the Public Works Director to Apply for a Safe Routes

Councilor Parsons moved that the Keizer City Council adopt a Resolution Authorizing the Public Works Director to Apply for a Safe Routes to Schools Infrastructure Grant for Kennedy School Project. Councilor Freeman seconded. Motion passed unanimously as follows:

**to Schools
Infrastructure
Grant for
Kennedy School
Project**

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

**c. RESOLUTION –
Urging a “No”
Vote on
Measure 105**

City Attorney Shannon Johnson explained that he and the City Manager cannot weigh in on political policy issues; their comments will be restricted to process only. Referring to an email from former Councilor Brandon Smith, Mr. Johnson explained that he had done some limited research and did not feel that supporting this Resolution would constitute a contribution to a political campaign. He then summarized his staff report pointing out that this issue was put on the agenda at the request of Mayor Clark and Councilors Parsons and Herrera.

Discussion followed regarding whether or not Measure 105 directly effects the City of Keizer operations or residents. Chief Teague noted that if Measure 105 passed it would not change how the Keizer Police Department operates; Keizer Police tries to cultivate relationships and maintain them and that will not change. Discussion continued regarding the role of the Council and the Resolution's effect on the community.

Councilor Parsons moved that the proposed resolution on Measure 105 falls within the constraints of Resolution R2003-1391 and should be considered. Councilor Herrera seconded. Motion passed as follows:

AYES: Clark, Reid, Parsons, Herrera and Anderson (5)
NAYS: Freeman and Ryan (2)
ABSTENTIONS: None (0)
ABSENT: None (0)

Councilor Parsons moved that the Keizer City Council adopt a Resolution Urging a 'No' Vote on Measure 105. Councilor Herrera seconded.

Discussion followed regarding whether is it appropriate for the City Council to advise citizens on how to vote.

Councilor Anderson offered a friendly amendment to change the title of the resolution to read 'Keizer City Council Opposes Measure 105' and to change the wording in the second to the last paragraph from 'Keizer City Council urges all citizens to vote NO on this measure' to: 'Keizer City Council opposes Measure 105.' Councilors Parsons and Herrera accepted the friendly amendment. Motion passed as follows:

AYES: Clark, Reid, Freeman, Parsons, Herrera and Anderson (6)
NAYS: Ryan (1)
ABSTENTIONS: None (0)
ABSENT: None (0)

CONSENT CALENDAR

- a. Approval of September 4, 2018 Regular Session Minutes
- b. Approval of September 10, 2018 Work Session Minutes

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

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

COUNCIL LIAISON REPORTS

Councilor Anderson announced the next meetings of the Claggett Creek Watershed Council and Chamber Board and the Family Building Blocks luncheon.

Councilor Herrera reported on the League of Oregon Cities conference.

Councilor Parsons reported on the Liberty House luncheon and announced the upcoming Marion County Commissioners' breakfast and Volunteer Coordinating and Traffic Safety/Bikeways/Pedestrian Committee meetings.

Councilor Reid reported on McNary sports and drama events and announced the Southeast Keizer Neighborhood Association meeting, Fire and Public Works Open House and the next Keizer Community Conversation.

Councilor Freeman reported on the Greater Gubser Neighborhood Association meeting and the Community Conversation on Recycling and announced upcoming Planning Commission and West Keizer Neighborhood Association meetings and the Community Conversation Chamber Candidate Forum.

Councilor Ryan reported on Court Appointed Special Advocates (CASA), the Keizer Public Arts Commission meeting, Salem-Keizer Education Foundation luncheon, and the League of Oregon Cities conference.

Mayor Clark reported on the Mid-Willamette Homelessness Initiative Steering Committee, Salem-Keizer Area Transportation Study, and League of Oregon Cities Board meetings, the Thrift Store Grand Opening and the 50th Anniversary event at the Simonka House. She announced the upcoming Oregon Municipal Planning Organization Consortium meeting, Habitat for Humanity breakfast, Strategic Economic Development Corporation Board meeting and Mid-Willamette Area Commission of Transportation meeting, the Library Book Sale and the Beacons Event.

Youth Councilor Farris announced that the end of the 6-week grading period is approaching, FASA applications are open, SAT applications are due for the November test and PSAT is next week. Seniors won the Powder Puff game and homecoming was a success. National Honors Society and Future Business Leaders of America will be volunteering at

the Bauman Farms Harvest Festival; C-TEC is designing badges and tags to designate student locations.

OTHER BUSINESS Community Development Director Nate Brown announced that the Final Draft of the Cost of Growth memo would be discussed at a meeting on October 22.

Public Works Director Bill Lawyer reported that the Dearborn Bridge opening is not yet scheduled due to some issues with the contractors.

Councilor Ryan reported that Brent DeHart had requested Keizer support for commercial flights from the Salem Airport. Councilor Anderson voiced support for this noting that he looked forward to hearing a presentation. Mr. Eppley will invite Mr. DeHart to a Council meeting.

WRITTEN COMMUNICATIONS None

AGENDA INPUT **October 8, 2018, 5:45 pm** - Public Works/Fire Open House
October 15, 2018, 7:00 pm - City Council Regular Session
October 22, 2018, 6:00 pm – Cost of Growth Workshop
October 29, 2018, 6:00 pm - City Council Work Session – Update on Housing and Homelessness

ADJOURNMENT Mayor Clark adjourned the meeting at 9:56 p.m.

MAYOR:

APPROVED:

Cathy Clark

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Laura Reid

Councilor #4 – Roland Herrera

Councilor #2 – Kim Freeman

Councilor #5 – Amy Ryan

Councilor #3 – Marlene Parsons

Councilor #6 – Bruce Anderson

Minutes approved: _____



MINUTES
KEIZER CITY COUNCIL
Monday, October 15, 2018
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
Laura Reid, Councilor
Amy Ryan, Councilor
Roland Herrera, Councilor
Bruce Anderson, Councilor
Anne Farris, Youth Councilor

Absent:

Kim Freeman, Councilor

Staff:

Chris Eppley, City Manager
Shannon Johnson, City Attorney
Nate Brown, Community Development
John Teague, Police Chief
Tim Wood, Finance Director
Tracy Davis, City Recorder

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

SPECIAL ORDERS OF BUSINESS

a. PROCLAMATION
– Domestic
Violence
Awareness
Month

Mayor Clark explained that October is Domestic Violence Awareness month and that there are people in the community who work to help people survive domestic violence and work to prevent it as well.

Mayor Clark read the proclamation. There was no one in the audience to receive the proclamation.

COMMITTEE
REPORTS

a. Volunteer
Committee
Recommendation
for Appointments
to Keizer Points of
Interest
Committee, Keizer
Parks Advisory
Board, Keizer
Planning
Commission,

City Manager Chris Eppley reported that following publication of notice of vacancies on several committees and acceptance of testimony from applicants, the Volunteer Coordinating Committee unanimously recommended Jill Bonney-Hill and Sherry Gottfried to positions 6 and 7 respectively on the Keizer Points of Interest Committee; Matt Lawyer and Wayne Frey to positions 8 and 9 respectively on the Parks Advisory Board; Christopher Ray to position 7 on the Planning Commission; and Wayne Frey to position 4 on the Traffic Safety/Bikeways/Pedestrian Committee.

Mayor Clark noted that she had received an email from Mr. Ray wherein he withdrew his application for the Planning Commission.

Councilor Parsons moved that the Keizer City Council accept the Volunteer Coordinating Committee recommended appointments except the one for the Planning Commission. Councilor Herrera seconded.

**and Traffic
Safety/Bikeways/
Pedestrian
Committee**

Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Freeman (1)

Dylan Juran, Keizer, gave a brief report from the Parks Board focusing on the new play structure at Meadows Park, widening of pathways in area parks, construction progress of the restrooms at Keizer Rapids Park, and sports court improvements at Claggett Creek Park.

**PUBLIC
TESTIMONY**

Rochelle Farris, Keizer, McNary High School College and Career Specialist, announced the new mentor program beginning at McNary, asked for volunteers from the community and provided detailed information about the program and training.

Michael Koenig, Keizer, thanked Council for waiving the fee for the November concert, but asked that they waive the requirement for a certificate of insurance as well. He asked that they waive fees for the December 19 concert also.

Brent DeHart, Independence, provided an overview of the effort being made to reinstate commercial air service at the Salem Airport and asked for Council support. Discussion followed regarding tourism, infrastructure, sports teams, and cost savings.

Jamie Harris, Keizer, extended an invitation to a youth gaming event and provided information about the youth gaming organization sponsoring the event. He explained that the organization, sponsored by Northwest Christian University, celebrates youth who accomplish milestones in video gaming, discourages the reclusiveness that is frequently a part of video gaming, and hosts parent workshops.

Shelaswau Crier, Salem, a Marion County Commissioner candidate, introduced herself, provided detailed information about her background, thanked Council for their recent action regarding Measure 105, and shared her political views relating to her candidacy.

Dylan Juran, Keizer, urged that the City consider a 'community provided internet service'. He explained that an organization called Entrypoint Networks has utilized an 'opt-in bond' to pay for a community broadband network and has offered to discuss this with Council. He explained that a community broadband would provide innovative technologies and services, a larger pipe of internet for a much lower cost - connecting not only to the outside world and services but to communication networks, services for protecting schools and businesses, biomedical services, etc.

PUBLIC HEARING None

ADMINISTRATIVE ACTION

a. Request for Letter Supporting the Return of Commercial Air Service to Salem Municipal Airport

City Manager Chris Eppley pointed out that previous testimony had provided all the information in his staff report and that the question before Council is whether or not to direct staff to prepare a resolution authorizing the Mayor to sign a letter of support to bring back commercial air service to the Salem municipal airport.

Mayor Clark asked that the direction be to have the Council President sign the letter because she works at the Department of Aviation and there should be that degree of separation.

Councilor Parsons moved that the Keizer City Council direct staff to prepare a resolution authorizing the Council President to sign a letter of support to bring back commercial air service to the Salem municipal airport. Councilor Herrera seconded.

Councilor Anderson noted for the record that he has been involved as a member of the Salem Chamber of Commerce and declared a potential conflict of interest.

Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Freeman (1)

b. Waiver of Community Center Rental Fee – Keizer Community Band

Mr. Eppley reminded Council that Mr. Koenig had brought this matter up earlier. He noted that several options are listed in his staff report.

City Attorney Shannon Johnson explained that most people who rent the community center have insurance. He voiced concern about setting a precedent by waiving the insurance requirement.

Councilor Parsons moved that the Keizer City Council waive all fees for the December concert but require a certificate of insurance. Councilor Herrera seconded.

Discussion took place regarding past requirements, setting a precedent, and getting donations for the insurance costs.

Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Freeman (1)

CONSENT CALENDAR

- a. RESOLUTION – Declaring the City's Intent to Initiate a Street Lighting Local Improvement District (Snook Grove) and Directing City Engineer to Make A Survey and File A Written Report with the City Recorder
- b. RESOLUTION – Authorizing City Attorney to Sign Abacusnext Amicus Attorney Agreement

- c. RESOLUTION – Authorizing the Chief of Police to Sign the Agency Agreement with Leadsonline
- d. RESOLUTION – Authorizing the Finance Director to Purchase a Printer From Dependable Printer Support for the Legal Department and Enter Into A Toner Plus Maintenance Agreement for the Printer
- e. RESOLUTION – Authorizing the City Manager to Enter Into Lease Agreement with Ricoh USA Inc for Public Works Copier
- f. Approval of September 17, 2018 Regular Session Minutes

Councilor Parsons moved to adopt the Consent Calendar. Councilor Herrera seconded. Motion passed as follows:

AYES: Clark, Reid, Parsons, Herrera, Ryan and Anderson (6)
 NAYS: None (0)
 ABSTENTIONS: None (0)
 ABSENT: Freeman (1)

COUNCIL LIAISON REPORTS

Councilor Ryan announced that she had attended the Open House for Public Works/Fire District and multiple candidate debates.

Councilor Reid shared additional information about the Fire/Public Works Open House, noted that she had attended the Heritage Board meeting and announced the upcoming Keizer Festival Advisory Board meeting and Keizer Homegrown Theater meeting and theater performance as well as several upcoming theater and sports events at McNary. She urged everyone to attend the Cost of Growth presentation on October 22.

Councilor Parsons reported on the Volunteer Coordinating Committee meeting, the Fire/Public Works Open House, and the candidate forum. She announced the opening of the Dearborn bridge, the Cost of Growth work session, Keizer Little League Park Long Range Planning Task Force and Festival Advisory Board meetings, and the Marion County 'Giving People a Second Chance' breakfast.

Councilor Herrera also reported on the Public Works/Fire Open House, an event at the Willamette Law Center, the candidates' forum, the Marion County Public Safety County Coordinating Commission and Keizer United meetings. He congratulated McNary on the recent win in Bend, announced the 10th Annual NAACP event and Greater Gubser Neighborhood Association meeting and urged all citizens to register to vote.

Councilor Anderson reported on Claggett Creek Watershed Council meeting and announced future CCWSC events. He reported on the Keizer Chamber Board meeting and the Keizer Network of Women fundraiser, Men of Action, and several charitable and sports events. Councilor Anderson extended condolences to Dr. Brown and his family for the tragic loss of his child and urged that people get educated regarding suicide prevention.

Youth Councilor Anne Farris provided information about the fall play at

McNary, the blood drive, choir concerts, college week, the college and career fair at Chemeketa, the Career Technical Education Center (CTEC) salon grand opening and the fall fashion show.

Mayor Clark reported on the Habitat for Humanity breakfast, Strategic Economic Development Corporation (SEDCOR) staffing changes, Mid-Willamette Valley Council of Governments executive board meeting, Keizer Community Library book sale, Napa Automotive grand opening, the Beacons event, the SEDCOR lunch forum for CTEC, the Union Gospel Mission 'Hope has a New Address' event and the 'Out of the Darkness' walk for suicide prevention. She also announced upcoming Coffee with Cathy and Oregon Municipal Planning Organization Consortium and Personnel Policy Committee meetings.

OTHER BUSINESS

Finance Director Tim Wood reminded citizens to conserve water between now and March 1 so their sewer rates would be set low for the upcoming year.

Community Development Director Nate Brown reminded everyone of the Cost of Growth Workshop scheduled for Monday, October 22 at 6 p.m.

WRITTEN COMMUNICATIONS

Mayor Clark shared an invitation from NAACP to a community event on Saturday and a letter from Genie Sessums.

AGENDA INPUT

October 22, 2018, 6:00 pm – Cost of Growth Workshop

October 29, 2018, 6:00 pm - City Council Work Session – Update on Housing and Homelessness

November 5, 2018, 7:00 pm - City Council Regular Session

ADJOURNMENT

Mayor Clark adjourned the meeting at 8:49 p.m.

MAYOR:

APPROVED:

Cathy Clark

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Laura Reid

Councilor #4 – Roland Herrera

Councilor #2 – Kim Freeman

Councilor #5 – Amy Ryan

Councilor #3 – Marlene Parsons

Councilor #6 – Bruce Anderson

Minutes approved: _____



MINUTES
KEIZER CITY COUNCIL WORK SESSION
Monday, October 22, 2018
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER Council President Marlene Parsons called the meeting to order at 6:00 pm. Attendance was noted as follows:

Present:

Cathy Clark, Mayor (6:10)
Marlene Parsons, Councilor
Laura Reid, Councilor
Bruce Anderson, Councilor
Roland Herrera, Councilor

Absent:

Kim Freeman, Councilor
Amy Ryan, Councilor

Staff Present:

Nate Brown, Community Development
Director
Shane Witham, Senior Planner
Debbie Lockhart, Deputy City Recorder

**DISCUSSION –
Cost of Growth**

Consultant Glen Bolen from OTAK shared the Cost of Growth presentation focusing on policy issues, transportation choices, resources for planning and fiscal analysis. He reviewed slides presented at an earlier workshop showing population growth in Keizer and what urban growth expansion would involve: legal issues with the shared UGB and state laws protecting farmland, costs of infrastructure and how that would effect SDCs, the general fund, home prices, the community character and the impact on rural areas. He then provided information regarding the UGB amendment process and separation process, costs of growth, and comparisons with peer cities. He reviewed the options of growth through infill vs. growth through expansion, and the impact of growth on transportation and scenario planning. In conclusion, Mr. Bolen suggested the following action:

- o Begin with the 2021 PSU forecast and develop an updated housing needs analysis, economic opportunity analysis and buildable land inventory.
- o Utilize a public scenario planning process to examine potential growth patterns with the community values, fiscal conditions and policies from the Comprehensive Plan
- o Based on results of scenario planning, develop a strategic implementation plan
- o If UGB expansion is desired and is included within the strategic plan:
 - Initiate SKAPAC process with proposal to expand
 - Update the Comprehensive Plan
 - Prepare a master plan

- Expand UGB
 - Annex and apply zoning to new lands
 - Develop infrastructure and permit development
- o With or without UGB expansion, act upon the strategic plan.

Angela Carnahan from the Department of Land Conservation and Development noted that they would research and forward case studies of successful UGB expansions. Discussion followed regarding land, building and infrastructure costs, rent levels, making changes to the Development Code to encourage infill development, development of parking, city-owned land, partnerships, financing of new development, revenue-generating land, SDC limitations, impact fees, and transportation choices. Also discussed were super alleys, redeveloping housing that is old, grouping houses on oversized lots, property zoning, practicality, consolidation of properties, information from the revitalization project and how it ties in with the cost of growth project.

Community Development Director Nate Brown reported that the Planning Commission is reviewing Accessory Dwelling Unit standards, work will begin soon on updating the Buildable Land Inventory and Housing Needs Analysis, review of the SKATS Transportation from Growth Specific Design Study to Effect River Road, and operations standards at the freeway. He noted that the revitalization study is in full swing and there will be work sessions and open houses held after the holidays to allow the public to voice their opinions and desires.

ADJOURNMENT Meeting adjourned at 7:27 p.m.

MAYOR:

APPROVED:

Cathy Clark

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Laura Reid

Councilor #4 – Roland Herrera

~ Absent ~

Councilor #2 – Kim Freeman

~ Absent ~

Councilor #5 – Amy Ryan

Councilor #3 – Marlene Parsons

Councilor #6 – Bruce Anderson

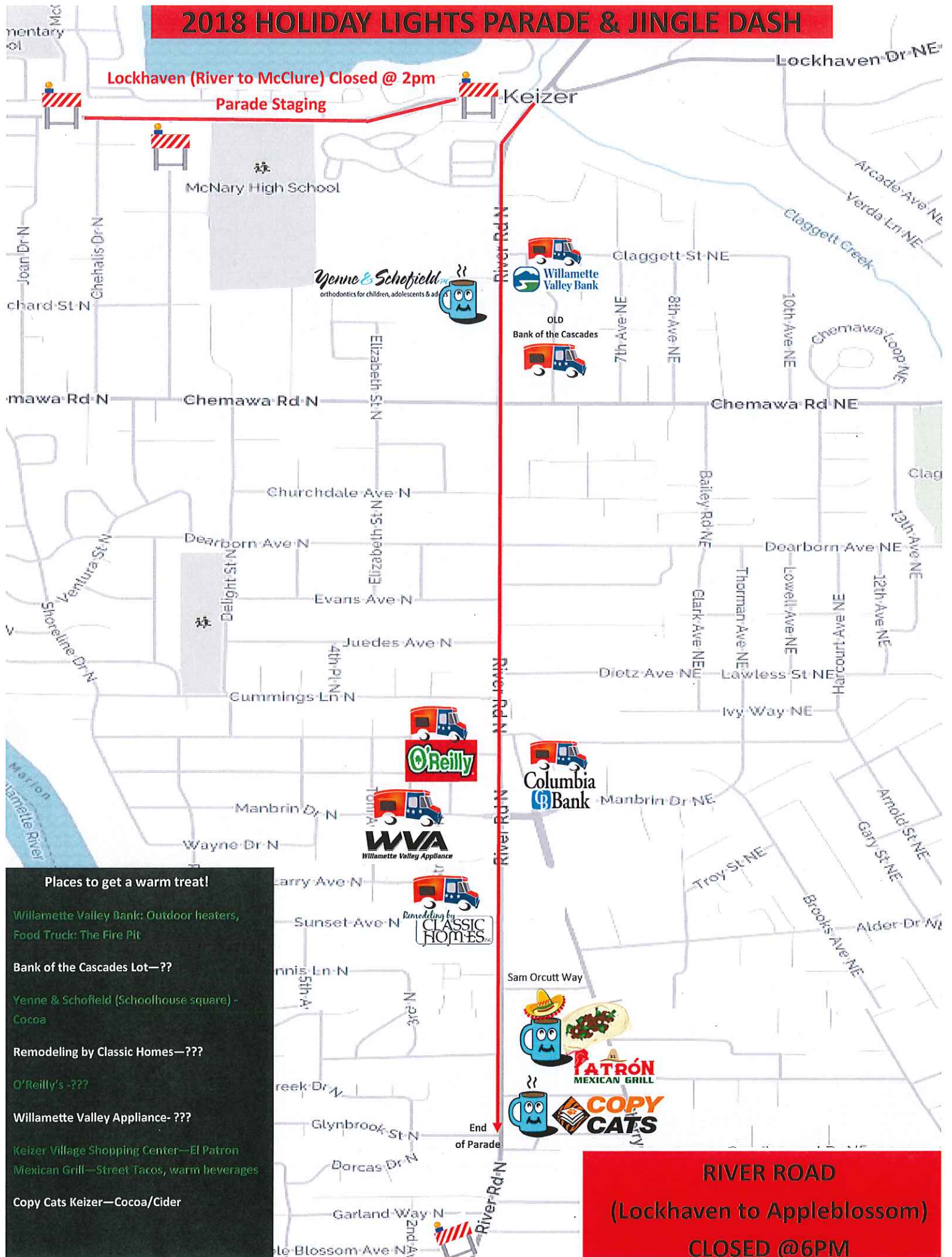
Minutes approved:_____

Written Communications/Testimony and Submitted Documents

2018 HOLIDAY LIGHTS PARADE & JINGLE DASH

Lockhaven (River to McClure) Closed @ 2pm

Parade Staging



Places to get a warm treat!

Willamette Valley Bank: Outdoor heaters,
Food Truck: The Fire Pit

Bank of the Cascades Lot—??

Yenne & Schofield (Schoolhouse square) -
Cocoa

Remodeling by Classic Homes—???

O'Reilly's -???

Willamette Valley Appliance- ???

Keizer Village Shopping Center—El Patrón
Mexican Grill—Street Tacos, warm beverages

Copy Cats Keizer—Cocoa/Cider

RIVER ROAD

(Lockhaven to Appleblossom)

CLOSED @6PM