

CITY OF KEIZER MISSION STATEMENT
**KEEP CITY GOVERNMENT COSTS AND SERVICES TO A MINIMUM BY PROVIDING CITY
SERVICES TO THE COMMUNITY IN A COORDINATED, EFFICIENT AND LEAST COST FASHION**

A G E N D A

KEIZER CITY COUNCIL

EXECUTIVE SESSION

Monday, November 2, 2009

6:15 p.m.

**Keizer Civic Center
Keizer, Oregon 97303**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. DISCUSSION**
 - a. Pursuant to ORS 192.660(2)(e) – *To conduct deliberations with persons designated by the governing body to negotiate real property transactions.***
 - b. Pursuant to ORS 192.660(2)(f) – *To consider information or records that are exempt by law from public inspection.***
- 4. ADJOURN**

The Oregon Public Meeting Law authorizes governing bodies to meet in executive session in certain limited situations. An executive session is defined as any meeting or part of a meeting of a governing body which is closed to certain persons for deliberations on certain matters as defined by ORS 192.660. These sessions are closed to the public. The media may attend the session, unless the Oregon State Statutes specifically prohibits media attendance. The governing body is not allowed to take any final action or make any final decisions during the executive sessions. Any final action or decision must be made after returning or at the next regularly scheduled meeting.

CITY OF KEIZER MISSION STATEMENT
KEEP CITY GOVERNMENT COSTS AND SERVICES TO A MINIMUM BY PROVIDING CITY SERVICES TO THE COMMUNITY IN A COORDINATED, EFFICIENT, AND LEAST COST FASHION

AGENDA
KEIZER CITY COUNCIL
REGULAR SESSION

Monday, November 2, 2009
7:00 p.m.

Robert L. Simon Council Chambers
Keizer, Oregon

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **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.
5. **PUBLIC HEARINGS**
 - a. **RESOLUTION** – Forming Magee Estates Street Lighting District and **ORDINANCE** – Spreading Assessments to Magee Estates Street Lighting District
 - b. Keizer Development Code – Text Amendment – Section 2.301 – General Provisions
6. **ADMINISTRATIVE ACTION**
 - a. Pedestrian Crossing at River Road and McGee Court
 - b. City Identification on Water Tower at Keizer Station
7. **CONSENT CALENDAR**
 - a. **RESOLUTION** – Approving Engineer's Report for McNary Heights Street Lighting District
 - b. Approval of October 5, 2009 Regular Session Minutes

c. Approval of October 19, 2009 Regular Session Minutes

8. COMMITTEE REPORTS

a. Keizer Police Officer Oath of Office

- Officer Jason Remmy
- Officer Arsen Avetisyan

9. 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.

a. New Business or Old Business Issues

10. WRITTEN COMMUNICATIONS

To inform the Council of significant written communications.

11. AGENDA INPUT

November 9, 2009

5:45 p.m. – City Council Work Session

- Keizer Community Center – Kitchen

November 16, 2009

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

- Parks System Development Charge Methodology Public Hearing

December 7, 2009

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

December 14, 2009

5:45 p.m. – City Council Work Session

December 21, 2009

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

12. ADJOURNMENT

COUNCIL MEETING: November 2, 2009

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

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

**SUBJECT: PUBLIC HEARING – FORMING AND SPREADING ASSESSMENTS TO
MAGEE ESTATES SUBDIVISION STREET LIGHTING LOCAL
IMPROVEMENT DISTRICT**

ISSUE:

On September 9, 2009 the Keizer City Council adopted Resolution R2009-1976 Initiating Magee Estates Subdivision Street Lighting District and directing the City Engineer to make a survey and file a report. The Council action was initiated as a result of the developer's failure to form the district at the time of development. On October 5, 2009 the City Council approved the City Engineer's report and set a public hearing to consider remonstrances to the project and objections to the proposed assessments. Notice of public hearing stating the intention to form the district and to assess for the lighting improvements, was mailed to the property owners as required under City of Keizer Ordinance 94-278.

FISCAL IMPACT:

The City initially pays the street lighting expense to the utility company as it is billed throughout the year. The operating cost of the lights is then billed to the property owners on an annual basis, thereby recovering the City's costs for bills paid throughout the year. In addition, the bills include the cost of the City Engineer's Report in the first year, and an administrative charge in the first and subsequent years to recover the City's cost for administering the lighting districts. All funds are budgeted through the Utility Fund.

RECOMMENDATION:

Open the public hearing to first consider oral objections and written remonstrances to formation of Magee Estates Subdivision Street Lighting Local Improvement District. If valid remonstrances of the owners of two-thirds of the land to be specially assessed for the lighting district are presented to the Council at the public hearing, close the hearing and suspend formation of the district for six months. If remonstrances are not received, close the public hearing and consider adoption of the Resolution forming the lighting district. If Council forms the district, consider adoption of the proposed assessment ordinance.

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BILL NO. _____

ORDINANCE NO. 2009- _____

A BILL FOR

**AN ORDINANCE SPREADING ASSESSMENTS TO
MAGEE ESTATES SUBDIVISION STREET LIGHTING LOCAL
IMPROVEMENT DISTRICT**

Section 1. FINDINGS. The City Council of the City of Keizer makes the following findings:

- a. The City Council did heretofore declare its intention to install street lights to serve an area known as Magee Estates Subdivision Street Lighting Local Improvement District which is described as follows:

Magee Estates Subdivision - identified on the assessors map 063W23CD -lots 1-6in the City of Keizer, County of Marion, State of Oregon;

which includes the installation of one (1) 100-watt high pressure sodium flat lens luminaries attached to 30 foot gray fiberglass poles located within the subject local improvement district, all in accordance with the City Engineer's Report for Magee Estates Subdivision Street Lighting Local Improvement District.

- b. The total initial estimated cost of Magee Estates Subdivision Street Lighting Local Improvement District is \$217.92.

- c. The per space/lot assessment formula was used for this district.

- d. The improvements in the district have been or will be constructed as provided in the Engineer's Report.

- e. Notice was duly mailed to the benefited property owners on October 9, 2009.

1 f. A meeting of the City Council was held at the time and place fixed by public
2 notice for the purpose of considering any such written objections to the
3 proposed assessments.

4 g. No written objections to the proposed assessments were filed.

5 h. The Council has considered the matter and determined that construction of
6 said improvements was and is of material benefit to the City, and all the
7 property to be assessed therefore will be specially benefited by the
8 improvements in the amounts shown on the assessment roll.

9 NOW, THEREFORE, the City Council of the City of Keizer ordains as follows:

10 Section 2. ASSESSMENTS.

11 a. First Annual Assessment. It is hereby determined that the share of the cost
12 of the improvements for Magee Estates Subdivision Street Lighting Local
13 Improvement District for each parcel and property benefited thereby for the
14 first annual assessment is the amount set opposite the description of each
15 piece or parcel of land as described in Magee Estates Subdivision Street
16 Lighting District Assessment Roll as set forth in Exhibit "A" attached, and
17 that each piece or parcel of land benefited by the improvements, to the full
18 extent of the amount so set opposite such piece or parcel and that the
19 respective amounts represent the proportionate benefits of said
20 improvements to said respective parcels of property, and the Council does
21 hereby declare that each of the parcels of property described in Magee
22 Estates Subdivision Street Lighting District Roll as set forth in Exhibit "A"
23 attached is hereby assessed the first annual assessment amount set
24 opposite each respective description.

i. Summary of first annual assessment costs for formation of the lighting district to serve the area known as "Magee Estates Subdivision Street Lighting Local Improvement District":

1 – Pole and 100 Watt Luminaries	\$85.32
Engineering Costs	\$84.00
Administrative Fee	<u>\$48.60</u>
Total Estimated Assessments	\$217.92

ii. The Recorder of the City of Keizer is hereby directed to send a notice of first annual assessment to each owner of assessed property by mail within ten (10) days after this Ordinance levying the first annual installments is passed. The notice shall include information that an application to make installment payments may be filed with the City if the assessment is collected directly from the property owner and not pursuant to ORS 223.866.

b. Second and Subsequent Annual Assessments. After a municipal lighting district has been formed in accordance with City of Keizer Ordinance 94-278, the second and subsequent annual assessments shall be spread by Resolution which may include changes in the mode of collecting the assessment. The method of assessment and notification for subsequent annual assessments shall be determined in accordance with City of Keizer Ordinance 94-278.

c. Mode of Collecting Assessments. Assessments for Magee Estates Subdivision Street Lighting Local Improvement District shall be collected pursuant to ORS 223.866.

d. Lien on Property. The assessment shall be entered as a lien against the benefited property in the City Lien Docket.

PASSED this _____ day of _____, 2009.

SIGNED this _____ day of _____, 2009.

Mayor

City Recorder

EXHIBIT "A"

PRELIMINARY ASSESSMENT ROLL

MAGEE ESTATES SUBDIVISION
STREET LIGHTING DISTRICT

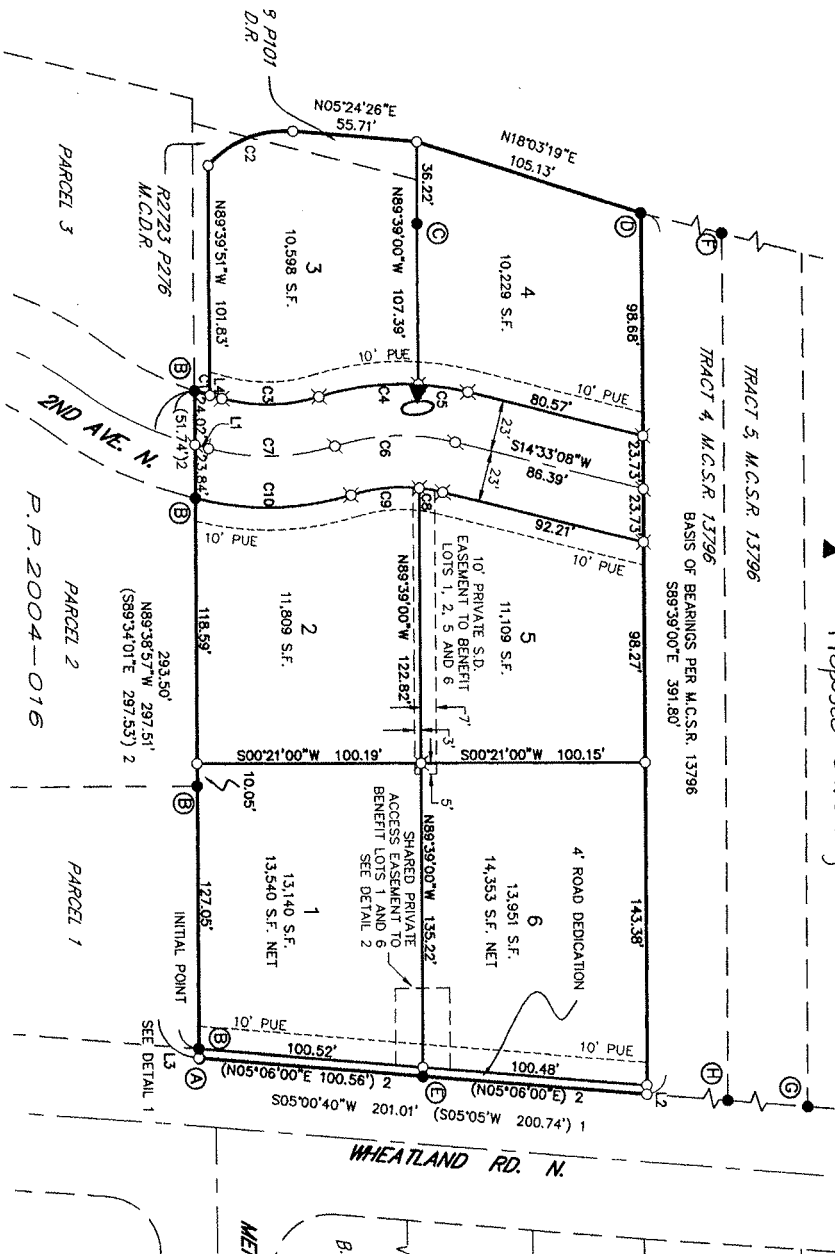
*Assessors Maps 06 3W 23CD

<u>Lot #:</u>	<u>Owners Name and Address</u>	<u>Cost per Lot</u>	<u>Lots</u>	<u>Assessment</u>
1	BEACH, SHANE M PO BOX 507 VANCOUVER, WA 98666	\$36.32	1	\$36.32
2	MCVAY, BRIAN D & MCVAY, APRIL J 1289 70 TH AVE SE SALEM, OR 97317	\$36.32	1	\$36.32
3	MURRAY, MICHAEL M & MURRAY, DONNA L 7288 PARK TERRACE DR NE KEIZER, OR 97303	\$36.32	1	\$36.32
4	MARKEE, MATTHEW C 7521 2 ND AVE N KEIZER, OR 97303	\$36.32	1	\$36.32
5	BEDINGFIELD, JAMES D & BEDINGFIELD, HOLLY J 1456 HORIZON RIDGE DR NE KEIZER, OR 97303	\$36.32	1	\$36.32
6	SMITH, TIM C 60% & SMITH, ALEXANDREA B 40% PO BOX 21209 KEIZER, OR 97307	\$36.32	1	\$36.32

TOTAL ASSESSMENT: \$217.92

B.T.
 MULTI/TECH ENGINEERING SERVICES, INC.
 1155 13TH ST. S.E.
 SALEM, OREGON 97302
 503-363-9227

Q - Proposed Streetlight



NG	DISTANCE
154"W	6.32'

COUNCIL MEETING: Nov. 2, 2009

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

THROUGH: CHRIS EPPLEY, CITY MANAGER
NATE BROWN, COMMUNITY DEVELOPMENT DIRECTOR

FROM: SAM LITKE, SENIOR PLANNER

SUBJECT: TEXT AMMENDMENT FOR SECTION 2.301 (GENERAL PROVISIONS)

Attachments:

- **Revised Section 2.301**

ISSUE:

The General Provisions section of the development code contains what level of public facilities is required of new developments. The Planning Commission reviewed the proposed revisions and unanimously recommended that it be adopted.

DISCUSSION:

The General Provisions section of the Keizer Development Code details the public facilities improvements that are requirement for both new developments and for expansions of public, commercial, or industrial uses. The intent of the text amendment is to resolve a number of ambiguities within this section and to clarify code requirements.

Significant changes include:

Modify Section 2.301.02 to clearly indicate what land use applications or types of developments these standards apply to. The deletion of sub-section B is owing to the fact that it is misleading since it was never intended that the standards could be modified through the variance process. New language will allow the phasing of public facilities if it is determined by the city to be appropriate owing to unique circumstances. However, it is not intended that this would result in the elimination of any required public facilities.

Revisions to Section 2.301.03 will correct errors within the Public Facilities Improvement Requirements Table and will add clarification to both the table and to the footnotes under the table.

RECOMMENDATION:

That the City Council hold a public hearing to consider and adopt the proposed revisions and direct staff to prepare an ordinance with findings adopting the proposed revisions.

2.301 GENERAL PROVISIONS

2.301.01 Purpose

The purpose of this Section is to:

- A. ~~Comprehensive Plan.~~ Carry out the Comprehensive Plan and adopted planning documents such as the Transportation System Plan, with respect to development standards and policies. (5/98)
- B. ~~Natural Areas.~~ Insure that natural features of the landscape, such as land forms, natural drainage-ways, trees and wooded areas, are preserved as much as possible and protected during construction. (5/98)
- C. ~~Energy Conservation.~~ Promote energy conservation and efficiency in development through site planning and landscaping. (5/98)
- D. ~~Healthy Environment.~~ Promote and maintain healthy environments and minimize development impacts upon surrounding properties and neighborhoods. (5/98)
- E. Encourage quality development that contributes to the needs and character of the community. (5/98)

2.301.02 Application of Standards

- A. Application. The standards governing development as set forth in Section 2.3, the applicable zone district, and/or within Section 2.4 as applicable shall apply to partitions; subdivisions; planned unit developments; commercial and industrial development; public and non-commercial development; single family dwellings, duplexes and multi-family structures. ~~These regulations shall apply in all zones.~~ (5/98)
- B. Phasing. Phasing or delay of improvements may be authorized as allowed by this section. When it is determined by the City Public Works Director that the strict application of the requirements outlined in the table below are impractical or un not feasible then consideration may be given for delaying or phasing the required public facilities improvements. Consideration shall be given to Phasing may be considered when:
 - a) lack of connecting facilities exists;
 - b) any plans that the city may have for future public facilities improvements that may justify phasing or delaying so that the project may be incorporated into the city's improvement plans;
 - c) other engineering factors that may justify that the improvements should be delayed exist.If a delay or phasing is allowed it is not to be considered as a modification of the required improvements or that the improvements are to be eliminated.

The property owner shall sign an appropriate agreement with the city in a recordable form that shall obligate the property owner to constructing the improvements at the specified time within the agreement. Phasing is authorized only if specifically allowed for in the land use decision or the building permit.

- B. ~~Modification to Standards. The application of these standards to a particular development shall be modified as follows: (5/98)~~
1. ~~Development standards that are unique to a particular use, or special use, shall be set forth within the district or in Section 2.4. (5/98)~~
 2. ~~Those development standards that are unique to a particular district shall be set forth in the Section governing that district. (5/98)~~

2.301.03 Application of Public Facility Standards Improvement Requirements

Standards for the provision and utilization of public facilities or services available within the City of Keizer shall apply to all land developments in accordance with the following table of reference. No development permit, including building permit, shall be approved or issued unless the following improvements are provided prior to occupancy or operation, or unless future provision is assured in accordance with Subsection 2.310.05.C ~~D~~ or 2.310.06.O ~~P~~ as applicable. ~~Phasing of improvements may be authorized as allowed by this section. When it is determined by the City Public Works Director that the strict application of the requirements outlined in the table below are impractical or unfeasible then consideration may be given for delaying or phasing the required public facilities improvements. Consideration shall be given to lack of connecting facilities; any plans that the city may have for future public facilities improvements that may justify delaying so that the project may be incorporated in to the city's improvement plans; other engineering factors that may justify that the improvements should be delayed. If a delay or phasing is allowed it is not to be considered that the improvements are to be eliminated. The property owner shall sign an appropriate agreement with the city in a recordable form that shall obligate the property owner to constructing the improvements at the specified time within the agreement. Phasing is authorized only if specifically allowed for in the land use decision or the building permit. (5/98)~~

Public Facilities Improvement Requirements Table

LAND USE	FIRE HYDRANT	STREET IMPROVEMENT	WATER HOOK-UP (<u>C-PF-1</u>)	SEWER HOOK-UP (<u>C-PF-6</u>)	STORM DRAIN (<u>C-PF-7</u>)	STREET LIGHTS (<u>C-PF-8</u>)
<u>Single Family Dwelling / Duplex</u>	No (If not <u>unless</u> required by U.F.C.)	<u>2-C-2</u> <u>C-PF-3</u>	Yes	Yes	Yes	No
<u>Multi- Family Dwellings</u>	<u>Yes C-2</u> <u>PF-2</u>	Yes <u>and PF</u> <u>-5</u>	Yes	Yes	Yes	Yes
New Public, Commercial or Industrial	<u>Yes C-2</u> <u>PF-2</u>	Yes <u>and PF</u> <u>-5</u>	Yes	Yes	Yes	Yes
Public, Commercial or Industrial Expansion	<u>C- PF-2</u>	<u>C-3</u> <u>C-5-PF-5</u>	Yes	Yes	Yes	Yes
Partition, Subdivision, PUD, MHP	<u>Yes C-2</u> <u>PF-2</u>	<u>Yes</u> <u>C-4-PF-4</u> <u>and PF-5</u>	Yes	Yes	Yes	Yes

Footnotes to Public Facilities Improvement Requirements Table

Legend: No = Not required Yes = Required

PF – Public Facility

C – Conditional (does not require a Conditional Use Permit), as noted: (5/98)

PF-C-1 When required, An approved potable water supply capable of supplying both domestic water supply and also meeting the required fire flow for fire protection shall be provided prior to the start of combustible construction. (5/98)

PF-C-2. Fire Hydrants including but not limited to Commercial or Industrial Expansions shall meet the requirements as set forth in Appendix III-B of the Uniform Fire Code, 1994 edition. (5/98)

PF-C-3. Street Improvements for Single Family Dwellings / Duplexes: New single family dwellings / duplexes that require a street extension must provide street improvements,

and right of way dedication where deemed necessary by the Department of Public Works, to City street standards. Street improvements are required when the improvement will extend an existing street improvement adjacent to the property. The improvements that must be extended when they exist include street lanes to the same width as on adjacent property, curbs, gutters, storm drainage, and sidewalk. In all cases the improvements shall be done to Department of Public Works standards. (5/98)

PFC-4. ~~As specified in Section 2.310. Lots Abutting a Partial Street. Development of property abutting an existing public street which does not meet the minimum right-of-way standards in Section 2.202 shall provide sufficient yard setback equal to the minimum yard requirements of the zoning district, plus, the additional land required to meet the minimum right-of-way width.~~ (5/98)

PFC-5. ~~Street Improvements for Commercial or Industrial Expansions: Street access permits must obtain access permits from the Marion County Public Works Department. If a Traffic Impact Analysis (TIA) is required pursuant to Section 2.301.04 the City will require improvement (s) as recommended in such TIA, in addition to those specified in the Public Facilities Improvement Requirements Table as set above, to full City standards when the use meets any of the following criteria:~~ (5/98)

- ~~a. The use generates an average of 100+ trips per day per 1000 gross square feet of building as documented in the Trip Generation Manual of the Institute of Transportation Engineers or other qualified source; or~~
- ~~b. The use includes daily shipping and delivery trips by vehicles over 20,000 pounds gross vehicle weight.~~ (5/98)
- ~~a. An increase in site traffic volume generation by 250 Average Daily Trips (ADT) or more (or as required by the City Engineer); or~~
- ~~b. An increase in use of adjacent streets by vehicles exceeding the 20,000 pound gross vehicle weights by 10 vehicles or more per day.~~
- ~~c. The location of the access driveway does not meet minimum intersection sight distance requirements, or~~

~~is located where vehicles entering or leaving the property are restricted, or such vehicles queue or hesitate, creating a safety hazard; or~~

~~d. The location of the access driveway does not meet the access spacing standard of the roadway on which the driveway is located; or~~

~~e. A change in internal traffic patterns that may cause safety problems, such as back up onto the highway or traffic crashes in the approach area.~~

PFG-6 Connection to municipal sanitary sewer system shall be required unless property is within a zone district which allows the option of using an on-site septic system.

PFG-7 New developments and expansion shall connect into an approved storm drainage system or shall provide on-site storm drainage facilities in a system meeting city approval.

PF C-8 Generally, street lights are not required of partitions but are for subdivisions. Street lights for other developments will be required as determined by the city to be needed on a case by case basis.

MFD = Multi-family dwelling (3 or more units)

MHP = Manufactured home park

PUD = Planned unit development

SFD = Single family dwelling

2.301.04 Traffic Impact Analysis (TIA).

- A. Purpose. The purpose of this section of the code is to implement Section 660-012-0045 (2) (e) of the State Transportation Planning Rule that requires the City to adopt a process to apply conditions to development proposals in order to minimize adverse impacts to and protect transportation facilities. This section establishes the standards for when a proposal must be reviewed for potential traffic impacts; when a Traffic Impact Analysis must be submitted with a development application in order to determine whether conditions are needed to minimize impacts to and protect transportation facilities; what must be in a Traffic Impact Study; and who is qualified to prepare the Study.
- B. Typical Average Daily Trips. The latest edition of the Trip Generation manual, published by the Institute of Transportation Engineers (ITE) shall be used as standards by which to gauge average daily vehicle trips.

- C. When Required. A Traffic Impact Analysis shall be required to be submitted to the City with a ~~land-use~~ development application, when the following conditions apply:
1. The development application involves one or more of the following actions:
 - a. A change in zoning or a plan amendment designation; or
 - b. The development shall cause one or more of the following effects, which can be determined by field counts, site observation, traffic impact analysis or study, field measurements, crash history, Institute of Transportation Engineers Trip Generation manual; and information and studies provided by the local reviewing jurisdiction and/or ODOT:
 - (i.) An increase in site traffic volume generation by 250 Average Daily Trips (ADT) or more (or as required by the City Engineer); or
 - (ii.) An increase in use of adjacent streets by vehicles exceeding the 20,000 pound gross vehicle weights by 10 vehicles or more per day; or
 - (iii.) The location of the access driveway does not meet minimum intersection sight distance requirements, or is located where vehicles entering or leaving the property are restricted, or such vehicles queue or hesitate, creating a safety hazard; or
 - (iv.) The location of the access driveway does not meet the access spacing standard of the roadway on which the driveway is located; or
 - (v.) A change in internal traffic patterns that may cause safety problems, such as back up onto the highway or traffic crashes in the approach area.
- D. Traffic Impact Analysis Requirements.
1. Preparation. A Traffic Impact Analysis shall be prepared by a professional engineer ~~in accordance with OAR 734-051-180~~. The traffic analysis will be paid for by the applicant.
 2. Transportation Planning Rule Compliance. See Section 3.111.05 Transportation Planning Rule Compliance.
 3. Pre-application Conference. The applicant will meet with Keizer Public Works prior to submitting an application that requires a Traffic Impact Analysis. The City has the discretion to determine the required elements of the TIA and the level of analysis expected.
- E. Approval Criteria.
1. Criteria. When a Traffic Impact Analysis is required, approval of the development proposal requires satisfaction of the following criteria:
 - a. The Traffic Impact Analysis was prepared by a professional engineer ~~in accordance with OAR 734-051-180~~; and
 - b. If the proposed development shall cause one or more of the effects in Section 2.301. ~~04 03~~ C, above, or other traffic hazard or negative impact to a transportation facility, the Traffic Impact Analysis shall include mitigation measures that meet the City's Level-of-Service

- and Volume/Capacity standards and are satisfactory to the City Engineer, and ODOT when applicable; and
- c. The proposed site design and traffic and circulation design and facilities, for all transportation modes, including any mitigation measures, are designed to:
 - (i.) Have the least negative impact on all applicable transportation facilities; and
 - (ii.) Accommodate and encourage non-motor vehicular modes of transportation to the extent practicable; and
 - (iii.) Make the most efficient use of land and public facilities as practicable; and
 - (iv.) Provide the most direct, safe and convenient routes practicable between on-site destinations, and between on-site and off-site destinations; and
 - (v.) Otherwise comply with applicable requirements of the City of Keizer Development Code.
- F. Conditions of Approval. The City may deny, approve, or approve a development proposal with appropriate conditions.
 - 1. Where the existing transportation system will be impacted by the proposed development, dedication of land for streets, transit facilities, sidewalks, bikeways, paths, or accessways may be required to ensure that the transportation system is adequate to handle the additional burden caused by the proposed use.
 - 2. Where the existing transportation system is shown to be burdened by the proposed use, improvements such as paving, curbing, installation or contribution to traffic signals, construction of sidewalks, bikeways, accessways, paths, or streets that serve the proposed use may be required.

CITY COUNCIL MEETING: November 2, 2009

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

THROUGH: CHRIS EPPLEY
CITY MANAGER

FROM: ROB KISSLER
DIRECTOR OF PUBLIC WORKS

SUBJECT: PEDESTRAIN CROSSING AT RIVER ROAD AND McGEE CT

DATE: OCTOBER 29, 2009

BACKGROUND:

At the August 3, 2009 City Council meeting testimony was provide by a resident of the Emerald Point who indicated how difficult and dangerous crossing River Road to gain access to the Public Transit System is. Council directed staff to meet with Transit representatives to identify possible solutions.

City and Transit representatives met in early August to discuss next steps. Transit conducted a field survey of Emerald Point and determined Cherriot Buses with long wheel bases could not make the radius turns through the facility. Transit Bus Drivers conducted passenger counts at the bus stops on the opposite side of River Road from Emerald Point and determined the current bus stop configuration handles more passengers that reside from residential areas west of River Road. Transit staff made contact with Emerald Point representatives; however City staff doesn't know the outcome of those discussions.

City Public Works staff suggested at our meeting with Transit that a signal study be performed and requested Marion County Public Works conduct a Traffic Signal Warrant analysis to determine if vehicle volumes at the intersection of River Road and McGee Ct meet minimum warrants. The attached report indicates findings that a signal is not warranted at this time.

As a possible alternative to a traffic signal, City Council may consider a mid-block pedestrian crosswalk. I have attached photos of a newly constructed pedestrian actuated mid-block crosswalk located on Lancaster Drive NE. River Road along the frontage of Emerald Point provides good visibly for this type crosswalk which will improve safety for pedestrians crossing River Road, but a Traffic Engineer should be retained to perform the appropriate analysis to determine exact location. The estimated cost of this type of mid-block crosswalk is \$80,000.

FISCAL IMPACT:

Currently the Street Fund budget doesn't include this capital improvement however; Traffic Engineering funds are available to identify the correct location of a mid-block crosswalk along River Road near the Emerald Point facility.

RECOMMENDATION:

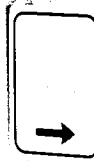
Staff recommends City Council deliberate this issue and provide direction. If Council determines a pedestrian actuated mid-block crosswalk is warranted to enhance safety for pedestrians crossing River Road near Emerald Point, staff recommends Council also consider a mid-block crosswalk near the Town and Country Bowling Center on south River Road. Please contact me if you have questions.







ELTEC



COUNCIL MEETING: November 2, 2009

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

**FROM: NATE BROWN
COMMUNITY DEVELOPMENT DIRECTOR**

SUBJECT: City Identification on Water Tower at Keizer Station

BACKGROUND: The water tower at Keizer Station has been discussed by the Council as a desire to place identification signage on it. The Keizer Development Code (KDC) limits the kind of signage that may be placed on the tank as only that which is classified as a "Government Sign" namely such things as "legal notices, traffic, danger, no trespassing, emergency, **city identification**, and signs relating to public services or safety" (KDC 2.308.05.D). This would limit the signage to identification and other city adopted graphic symbols.

ISSUE: Signage regulation is limited in many ways by constitutional boundaries. As such, the city cannot regulate content of the sign, and can only regulate such things as appropriate time, place, size and type. Equity is always an issue when regulating signage since commercial interests necessitates all be treated in the same manner on a "level playing field" so as not to create an unfair advantage of one over the other.

Freestanding signs are limited to 20' in height. A variance was granted to Keizer Station for a higher limit on one sign, in lieu of individual businesses in the development placing individual freestanding signs at a large number. Signage throughout the development was required to be consolidated into monument signs according to a specific signage program—amounting to significantly increased regulations throughout the 120 acre development.

When the water tower was built, the Confederated Tribes of the Grand Ronde Community of Oregon and the Confederated Tribes of Siletz Indians of Oregon Siletz gave the City an easement for the placement of the water tower in lieu of significant cost of construction, and other considerations. As part of the development agreement, the Tribes and the City agreed to submit and reasonably support the design of the city identification that would be placed on the tower. In other words, the City agreed to discuss with the LLC any proposed design to insure there would be nothing offensive or distasteful in the view of the LLC.

In addition to the design of the identification, Council would also have to decide an appropriate manner to fund the project since there is no acknowledged appropriation in the City budget.

Staff has developed three proposals (attachments A, B, and C). Staff recommends the simplest of approaches (attachment C) since the graphics which are a part of the City logo may be subject to change and as such could become obsolete at some point in the future.

RECOMMENDATION: Staff recommends: Council adopt a simple "Welcome to Keizer" in a block Helvetica-bold style font without any additional embellishment, and forward that design to the tribes for their comments. Further, the project is to be funded out of contingency funds.

City of Keizer



Attachment B

Welcome to Keizer



Attachment C

Welcome to Keizer

COUNCIL MEETING: November 2, 2009

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

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

**SUBJECT: McNARY HEIGHTS ADDITION SUBDIVISION STREET LIGHTING
LOCAL IMPROVEMENT DISTRICT**

ISSUE:

On September 8, 2009, the City Council adopted Resolution R2009-1975 declaring the City's intent to initiate McNary Heights Addition Subdivision Street Lighting Local Improvement District and directing the City Engineer to make a survey and file a written report with the City Recorder.

Attached to this staff report is a City Engineer's report filed for McNary Heights Addition Subdivision Street Lighting Local Improvement District. The report was reviewed by the Public Works Department and found to meet the guidelines as outlined in the City of Keizer Ordinance for development of street lighting districts. Upon adoption of the report by the City Council, a public hearing will be scheduled to receive any remonstrances to the formation of this street lighting district.

FISCAL IMPACT:

The costs for establishing the district in the first year include a fee for the engineers report and an administrative fee to cover the costs for advertising and staff time in establishing the district. The City receives reimbursement from the property owners for these costs and the actual electricity used through assessments placed on the tax rolls. All activity is budgeted through the Street Lighting District Fund.

This particular street light district is somewhat unusual as it is an existing neighborhood. Usually the developer installs the street lights. Unfortunately, the developer never completed the street lighting district process. Therefore, the costs set forth in the Engineer's Report include the costs of the lights. This cost is spread over a five year period so as not to unduly burden the homeowners all in one year. After the first five years, the property owner's costs are reduced to the operation, maintenance and administrative costs only as can be seen in the Engineer's Report.

This street lighting district was initiated by City Council action, and not by the normal petition method due to the fact that the developer failed to complete the street lighting district process.

RECOMMENDATION:

It is recommended City Council adopt a Resolution approving the City Engineer's Report and set the public hearing date for December 7, 2009 to consider remonstrances and other comments on the district's formation and objections to proposed assessments.



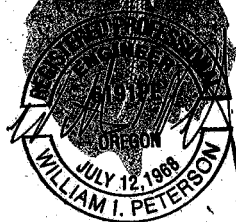
City of Keizer

Phone: (503) 390-3700 • Fax: (503) 393-9437
930 Chemawa Rd. N.E. • P.O. Box 21000 • Keizer, OR 97307-1000

ENGINEER'S REPORT

FOR
MCNARY HEIGHTS ADDITION SUBDIVISION
STREET LIGHTING DISTRICT

For City Council Action November 2, 2009



Renew date: December 31, 2010

PREPARED BY:
Peterson Eng. Consultants, Inc.
4300 Cherry Ave. N
Keizer, OR 97303
(503) 390-7402

Date: October 20, 2009

Project File: 2000-703

"Pride, Spirit and Volunteerism"

TO: The Hon. Mayor and City Council

FROM: City Engineer's Office

SUBJECT: Street Lighting District for McNary Heights Addition Subdivision

Authority and Purpose: This report is submitted in accordance with the requirements of City of Keizer **Ordinance No. 94-278** and Council **Resolution 2009-1975** for the purpose of creating the subject Street Lighting District.

District Boundaries and Map: A Map of the proposed District is attached showing the areas benefitted by the street lights proposed to be installed.

Lighting Plan: The lighting improvements will consist of 4, 100 Watt, high pressure sodium, flat lens luminaries attached to 30 foot, gray fiberglass poles. This design is selected to meet current standards and provide the most efficient light coverage. It is recommended that installation be accomplished by the following method:

The City would supply and install the luminaries and poles. Portland General Electric Co. (PGE) would install the underground wiring and supply the electrical power to the District. The luminaries and poles would be owned by the City and maintained by PGE (Option B).

Estimated Costs:

A)	Power & Maintenance: 4 Poles & Luminaries @ \$7.11 per month (x 12) =	\$341.28
	Annual Cost per Lot (15 Lots)	22.75
B)	(1) Administrative Fee @ \$8.10/Lot:	\$121.50
	Annual Cost per Lot (15 Lots)	8.10
C)	Engineering @ \$14.00/Lot:	\$210.00
	Annual Cost per Lot (15 Lots) First Year Only	14.00
D)	Purchase & Installation of luminaries & Poles	\$4600.00
	Annual Cost per Lot (15 Lots) First 5 Years	61.33
	Annual Cost per Lot (15 Lots) First Year (A+B+C+D)	\$106.18
	Annual Cost per Lot (15 Lots) Year 2, 3, 4 & 5 (A+B+D)	92.18
	Annual Cost per Lot (15 Lots) Future Years (A+B)	30.85

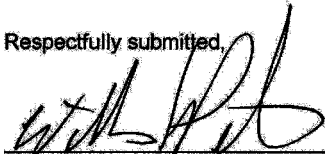
(1) Includes tax roll preparation, audit, delinquencies and miscellaneous administrative costs to the City as authorized by Ordinance 94-278.

Method of Assessment: It is recommended that the costs be assessed on a per lot basis to each parcel in the district.

For the property owner, the first year assessment would include the one time costs for engineering. The first five years include the equipment purchase and installation costs. Subsequent years assessments would reduce to \$30.85 per lot.

Assessment Roll: The attached preliminary assessment roll identifies the benefitted properties and the first year assessments to be levied against each.

Respectfully submitted,


A handwritten signature in dark ink, appearing to read 'William I. Peterson', is written over a horizontal line.

William I. Peterson, PE

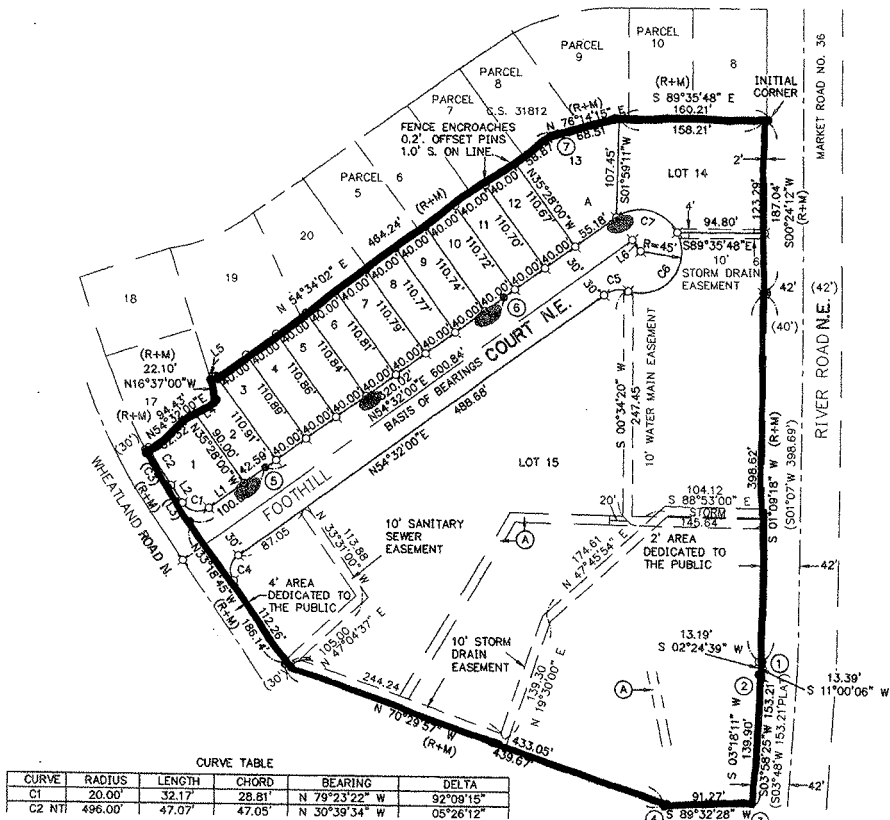
PRELIMINARY ASSESSMENT ROLL

MCNARY HEIGHTS ADDITION 26CD SUBDIVISION
STREET LIGHTING DISTRICT

*Assessors Maps 06 3W 23CD

<u>Lot #:</u>	<u>Owners Name and Address</u>	<u>Cost per Lot</u>	<u>Lots</u>	<u>Assessment</u>
1	PILANT, DOUGLAS 805 FOOTHILL CT NE KEIZER, OR 97303	\$106.18	1	\$106.18
2	NELSON, SCOTT E & NELSON, RHONDA L 265 NW 13 TH PL CANBY, OR 97013	\$106.18	1	\$106.18
3	KIMOTO, KENICHI T & KIMOTO, PATRICIA L PO BOX 2122 LEBANON, OR 97355	\$106.18	1	\$106.18
4	LOPEZ, CRISTOBAL 825 FOOTHILL CT NE KEIZER, OR 97303	\$106.18	1	\$106.18
5	KOHLER, JOSH D & KOHLER, DYANA N 829 FOOTHILL CT NE KEIZER, OR 97303	\$106.18	1	\$106.18
6	MINTEN, ROGER S 6327 FAIRWAY AVE SE SALEM, OR 97306	\$106.18	1	\$106.18
7	MARTINEZ, JON 11009 134 TH AVE E PUYALLUP, WA 98374	\$106.18	1	\$106.18
8	VARGAS, JOSE LUIS 845 FOOTHILL CT NE KEIZER, OR 97303	\$106.18	1	\$106.18

<u>Lot #</u>	<u>Owners Name and Address</u>	<u>Cost per Lot</u>	<u>Lots</u>	<u>Assessment</u>
9	US BANK NA C/O QUALITY LOAN SERVICE COR 2141 5 TH AVE SAN DIEGO, CA 92101	\$106.18	1	\$106.18
10	BUCHANAN, DAVID A 63345 BRITTA ST #3 BEND, OR 97701	\$106.18	1	\$106.18
11	PERKINS, BRANDON M & PERKINS, STEPHANIE R 875 FOOTHILL CT NE KEIZER, OR 97303	\$106.18	1	\$106.18
12	STADELI, CASEY 885 FOORHILL CT NE KEIZER, OR 97303	\$106.18	1	\$106.18
13	LEDER, KIRK & LEDER, BRITTANY 899 FOOTHILL CT NE KEIZER, OR 97303	\$106.18	1	\$106.18
14	FOOTHILL PROPERTY LLC 925 FOOTHILL CT NE KEIZER, OR 97303	\$106.18	1	\$106.18
15	CENTURY APARTMENTS LLC C/O MCNARY HEIGHTS APTS C/O NORRIS & STEVENS INC 621 SW MORRISON ST #800 PORTLAND, OR 97205	\$106.18	1	\$106.18
TOTAL ASSESSMENT (First Year):		\$1,592.70		





MINUTES
KEIZER CITY COUNCIL
Monday, October 5, 2009
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Christopher called the regular meeting to order at 7:30 pm. Roll Call was taken as follows:

Present:

Lore Christopher, Mayor
Jim Taylor, Council President
Richard Walsh, Councilor
Brandon Smith, Councilor
Cathy Clark, Councilor
Mark Caillier, Councilor
David McKane, Councilor

Staff:

Shannon Johnson, City Attorney
Chris Eppley, City Manager
Rob Kissler, Public Works
Nate Brown, Community
Development
Jeff Kuhns, Police
Tracy Davis, City Recorder

Absent:

Brian Holt, Youth Councilor

FLAG SALUTE

Mayor Christopher led the pledge of allegiance.

PUBLIC TESTIMONY

Sara Duncan, Keizer, Habitat for Humanity, invited everyone to help with the newest building effort on Windsor Island Road. She urged volunteers to call 503-364-6642 and to visit the website at www.salemhabitat.org for more information. Councilor Smith agreed to coordinate a Saturday work day with Council and City Staff. Ms. Duncan provided additional information regarding funding and grants.

Art Burr, Keizer, Interim Chair of the Keizer Community Library, reported that:

- The library continues to grow with 31 new memberships in August, 27 in September and 4 already in October. It has a public access computer that can be used for the internet in 20 minute intervals.
- The City stipend of \$1700 covers about half of the rental cost with the Heritage Center covering the remainder. The \$5000 budget is met by cash donations and dues. At this point the library has \$4,769.82 in the capital improvement fund which is earmarked for putting the Library District on the ballot.
- Friends of the Library was formed last year to assist in meeting the goals of maintaining and increasing library services to the public and is working toward developing a strategic plan for the library. The

group plans on adding programs of interest to its monthly meetings and putting a message on K-23 to increase participation.

Ryan Mosier, Salem, KTR Entertainment, explained that his company hosted the Keizer Labor Day Music Festival. He noted that he had received a lot of good feedback and support for the event. He then pointed out that the live entertainment business has proven to be resilient to economic recessions and continues to grow. He explained that KTR Entertainment is backed by a number of organizations and would like to work with the City of Keizer to realize the vision of Keizer as a live entertainment and tourism hub of the Pacific Northwest. He presented a report supporting this plan, reviewed it in detail and fielded questions.

PUBLIC HEARING
a. ORDER – In the
Interpretation of
the Term
“Energy Facility”
in the Keizer
Development
Code and
Associated
Interpretations

Community Development Director Nate Brown explained that the public hearing was not to consider a revision to the Code, but simply to provide clarity and guidance for locating a gas-fired energy facility and to provide interpretation of an ambiguous section of the Code. He reviewed various chapters that refer to energy facilities and concluded by restating the staff recommendation. City Manager Chris Eppley confirmed that in one section of the Code it states that an energy facility such as this is a *permitted use* and in another section of the same chapter it says energy facilities are a *specially permitted use*, meaning they are permitted but with special requirements that can be placed upon them. The question is which place does Council intend for it to be, (not whether energy facilities are allowed, because they are) or does Council wish fewer or more regulations placed upon them. Mr. Brown then fielded questions regarding restrictions and code adjustments and provided additional clarification.

Mayor Christopher opened the Public Hearing.

Eric Meuer, Keizer, spoke in favor of the technical issue being addressed at the meeting but went on to address the underlying issue of the power plant. He pointed out the benefits that this power plant would bring to the community, noted that this would add tax value, provide jobs and support facilities, and would satisfy green philosophies.

Chuck Sides, Salem, noted that this is the completion of the site which is zoned industrial and that the site is designed for exactly this type of use. It is unique, has no need for power lines, requires a lot of man power to build but once it is built it is very sustainable and recession-proof.

Michael Robinson, Land Use Attorney for this project, expressed the hope that this agenda item would be adopted and concluded that he was available for questions.

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

Councilor Taylor moved to adopt an Order in the Matter of the Interpretation of the Term “Energy Facility” in the Keizer Development Code and Associated Interpretations. Councilor Smith seconded.

Lengthy discussion then took place regarding interpretation of the Code and clarification of the intent.

Motion passed unanimously as follows:

AYES: Christopher, Walsh, Smith, McKane, Caillier, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

ADMINISTRATIVE ACTION

a. ORDER – No Parking Bailey Road

Public Works Director Rob Kissler explained that with the completion of the Civic Center, access and egress to the Police Department along Bailey Road has become impaired due to the new security walls and deliveries in the combined driveway serving the catering facilities at the community rooms. Improved access and vision is needed by restricting parking north and south of the entrances along Bailey Road. Mr. Kissler then fielded questions regarding notification of Bailey residents.

Councilor Taylor moved to adopt an Order – No Parking Bailey Road. Councilor Smith seconded. Motion passed unanimously as follows:

AYES: Christopher, Walsh, Smith, McKane, Caillier, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

CONSENT CALENDAR

A. RESOLUTION – Approving Engineer’s Report for McGee Estates Street Lighting District

B. RESOLUTION – Authorization for Appropriation Transfer for Civic Center Furnishings and Television Equipment

C. Approval of September 8, 2009 Regular Session Minutes

D. Approval of September 14, 2009 Parks Tour Minutes

E. Approval of September 21, 2009 Regular Session Minutes

Councilor McKane pulled Item C.

Councilor Taylor pulled Item D.

Councilor Taylor moved to approve Items A, B and E of the Consent Calendar. Councilor Walsh seconded. Motion passed unanimously as follows:

AYES: Christopher, Walsh, Smith, McKane, Caillier, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Councilor Taylor moved to approve Item C of the consent Calendar.
Councilor Walsh seconded. Motion passed unanimously as follows:

AYES: Christopher, Walsh, Smith, Caillier, Taylor and Clark (6)
NAYS: None (0)
ABSTENTIONS: McKane (1)
ABSENT: None (0)

Councilor Taylor moved to approve Item D of the consent Calendar.
Councilor Walsh seconded. Motion passed unanimously as follows:

AYES: Christopher, Walsh, Smith, McKane, Caillier and Clark (6)
NAYS: None (0)
ABSTENTIONS: Taylor (1)
ABSENT: None (0)

COMMITTEE REPORTS

a. Community Development Block Grant and Home Investment Program

(Taken out of order) Tony Peysano, City of Salem Urban Development Department, referred to the 2009-2009 Consolidated Annual Performance Report which has been submitted to HUD. She reviewed expenditures and accomplishments and explained that she is working with Keizer staff to include a link on the Keizer website and a flyer in the water bill. She concluded that recent receipt of federal funds will enable the organization to partner with purchasers of foreclosed homes, and fielded questions and provided additional information regarding the program.

Other Committee Reports

Councilor Clark reported on meetings she had attended including the Low Impact Development Workshop, K-23 Advisory Board, Transit Community Leaders Task Force and the dedication of the KROC Center. She also reminded everyone of the upcoming West Keizer Neighborhood Association meeting.

Councilor McKane reminded everyone of the upcoming Parks Advisory Board meeting.

Councilor Caillier reminded everyone of the upcoming Claggett Creek Watershed Council, Planning Commission and Gubser Neighborhood Association meetings. He added that the Salem Wastewater Task Force will continue meeting monthly through the rest of the year.

Councilor Walsh

- Thanked the Keizer Fire District for the Open House and commended the program.
- Reported that the Keizer Amphitheater Task Force would be meeting on the 8th and urged everyone to call him with any ideas.
- Reminded everyone about the upcoming Chamber Golf Classic and Casino night.
- Praised the League of Oregon Cities Conference.
- Reported on the Economic Development and Government Affairs meeting and the Tourism meeting. He noted that a "Best in Keizer"

contest is being planned and urged anyone interested to contact the Chamber.

Councilor Smith reported that Marion County Commissioners passed an ordinance adopting the new population forecast and also swore in the new Sheriff, Jason Myers. He added that the Stormwater Advisory Committee is meeting quarterly to work on an erosion control ordinance.

OTHER BUSINESS

a. New Business or Old Business Issues

City Recorder Tracy Davis reported that there were openings on the Budget and Keizer Points of Interest committees.

Community Development Director Nate Brown reviewed the status of the Copeland project and reported that as a result of the Marion County population forecast decision, staff from different jurisdictions in Marion County would be meeting to formulate a solution to preserving options since the City is now within a combined urban growth boundary.

Captain Kuhns reminded everyone that October is National Crime Prevention Month and provided highlights of work being done including publication of a crime prevention newsletter and use of a communication tool called Nixle. He also reviewed recent hires, vacancies and the recruitment process.

WRITTEN COMMUNICATIONS

Councilor Walsh reported that he had received a letter from the Mayor of Independence requesting that Keizer join in the efforts towards a solution to the Willamette River crossing by sending a letter urging that the bridge facilitate easy access to I-5.

Mayor Christopher mentioned that Lakepoint Community Church was sponsoring a "Serve Fest" and providing free children's vaccinations, haircuts, pet clinic, vocation rehab, children's activities and food.

AGENDA INPUT

October 12, 2009

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

October 19, 2009

6:00 p.m. Building dedication and Flag Raising

7:00 p.m. City Council Meeting

November 2, 2009

7:00 p.m. City Council Meeting

OTHER BUSINESS

Mayor Christopher congratulated City Manager Chris Eppley for being elected President of the Oregon City/County Manager Association for the coming year.

ADJOURNMENT

Mayor Christopher adjourned the meeting at 9:12 p.m.

APPROVED:

MAYOR:

Lore Christopher

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – David McKane

Councilor #4 – Cathy Clark

Councilor #2 – Brandon Smith

Councilor #5 – Richard Walsh

Councilor #3 – Mark Caillier

Councilor #6 – James Taylor

Minutes approved:



MINUTES
KEIZER CITY COUNCIL
Monday, October 19, 2009
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER

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

Present:

Lore Christopher, Mayor
Jim Taylor, Council President
Richard Walsh, Councilor
Brandon Smith, Councilor
Cathy Clark, Councilor
Mark Caillier, Councilor
David McKane, Councilor
Brian Holt, Youth Councilor

Staff:

Shannon Johnson, City Attorney
Chris Eppley, City Manager
Rob Kissler, Public Works
Nate Brown, Community Development
Marc Adams, Police Chief
Kevin Watson, Assistant to the City Manager
Tracy Davis, City Recorder

FLAG SALUTE

Former Councilor Charles Lee led the pledge of allegiance.

PUBLIC TESTIMONY

Charles Lee, Keizer, representing the Salem-Keizer Public School Board, urged everyone to check the Salem-Keizer Public School website to find out how the proceeds of the bond that passed in November are being spent. He also provided a brief summary of work that has been done or is planned at Keizer area schools and invited everyone to the School Summit at McNary. Councilor McKane noted that the Parks Advisory Board has been trying to put together a joint use agreement with the School District and the Cities of Keizer and Salem that would allow all parties to share assets. He explained that the Board has experienced great difficulty in connecting with 24J staff and asked if they could contact Mr. Lee for assistance. He responded that he would be happy to help.

Greg Rands, Keizer, representing the Planning Commission, reported that

- The newest Commissioner, Albert Castaneda, had recently taken the Oath of Office so the Commission was again operating with full staff.
- Commission had reviewed for three months the General Provisions section of the Code and finally wrapped it up. It would be coming before Council soon.
- Commission is now reviewing the Wireless Telecommunications section of the Code. The Public Hearing was continued to next month so that Commission could review the section thoroughly.

- Commission also received testimony from representatives of the Chemawa Indian School in which they shared their plans to build a college. He noted that they are working at the federal level but also want to partner with Salem, Keizer and Marion County on this endeavor.
- Commissioner Holly Graf has stepped down from the chairmanship, but continues to serve on the Commission. Commissioners Rands and Jacks will serve as Chair and Vice Chair respectively.
- Following adjournment Commissioners attended the Chemawa Interchange Open House.

Marlene Quinn, Keizer, spoke as an event planner/coordinator. She explained that she had attended the Bravo show in Portland where the Keizer Civic Center was being marketed. She expressed concern regarding the costs and fees and the exclusive caterer listing and the possibility of the Civic Center being used primarily for commercial events rather than serving the needs of the community. She concluded her testimony expressing opposition to the proposed kitchen. Discussion then followed regarding the catering process, the exclusive caterers list and the kitchen plans.

Marty Smith, Keizer, American Military Heritage Preservation Society, explained that the organization relates to the Edsall family because they have been here since 1648 and every family member has served in an American based war.

Vaughn Edsall, Keizer, explained that this is an Oregon non-profit corporation founded in 2009. He explained that the inspiration was rooted in his discoveries while researching his ancestry and he thought other families may have the same background. He reviewed the activities of the organization including archiving and display, monuments and memorials and patriot headstone restoration. Marty Smith then added that the organization would be sponsoring the "10 Pins for Our Troops" event at Town & Country Lanes on November 14.

Rick Day, Keizer, representing the Parks Advisory Board, reported that

- Dr. Bluhm had attended the last meeting and urged the eradication of the invasive species "loosestrife" from Keizer Rapids Park.
- The Keizer Tennis Association proposal for tennis courts at Claggett Creek Park was approved by the Board and would be recommended to Council.
- Efforts continue towards developing a joint use agreement with the school district.

Councilor McKane added that the Board had discussed whether the City Council had approved funding for irrigation of the Keizer Little League fields and that reference to this was found in Council minutes. Consensus of Council was that irrigation of the Keizer Little League fields was approved in the amount of \$3,000.

Discussion then took place regarding the relocation of tennis courts from Keizer Rapids to Claggett with Mr. Day noting that the Tennis Association proposal does not affect the soccer facilities. Councilor Caillier noted that the Claggett Creek Watershed Council was concerned about the effect of adding so much impervious surface and inadequate parking at the park. He requested that the CCWSC be included in the process. Additional discussion followed regarding the grant process, the number of courts being planned and City commitment. City Manager Chris Eppley noted that if Council is amenable to identifying a place for six tennis courts, he and City Attorney Shannon Johnson can work at identifying the appropriate route for them to get that formally put in place and provide that to the Parks Board so that they can relay the information to the Tennis Association. Council agreed that staff should move ahead.

PUBLIC HEARING

None

ADMINISTRATIVE ACTION

a. RESOLUTION – Establishing the Keizer Rotary Amphitheatre Task Force

City Attorney Shannon Johnson explained that the Amphitheater Task Force was formed at the last meeting with the specific goal of coming up with a recommendation for management and addressing noise concerns. However, following the first meeting, it was agreed that the Task Force needed a broader scope to include review of the rate structure. Therefore, the Resolution formally forms the Task Force and expands the scope. Councilor Clark provided additional information and clarification.

Councilor Taylor moved to adopt a Resolution Establishing the Keizer Rotary Amphitheatre Task Force. Councilor Walsh seconded. Motion passed unanimously as follows:

AYES: Christopher, Walsh, Smith, McKane, Caillier, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

CONSENT CALENDAR

A. RESOLUTION – Approving Engineer's Report for McNary Heights Street Lighting District

B. Liquor License Change of Ownership/Name – Chen's Dynasty (formerly Ming Yang Restaurant)

C. RESOLUTION – Establishing Emergency Operations Committee

Councilor Taylor pulled Item A at the City Attorney's request.

Councilor Taylor moved to approve items B and C of the Consent Calendar. Councilor Walsh seconded. Motion passed unanimously as follows:

AYES: Christopher, Walsh, Smith, McKane, Caillier, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

COMMITTEE REPORTS

a. Volunteer Proclamations

Mayor Christopher read proclamations appointing Albert Castaneda and Jonathan Thompson to the Planning Commission and James Merrill to the Bikeways Committee. Each volunteer then provided a brief profile and expressed the desire to get involved.

Other Committee Reports

Councilor Clark reported that

- Friends of the Library had Mayor Christopher as their speaker at their meeting. They also discussed future plans, increased membership and book sale receipts. The group will be helping with the November 14 CCRLS Registration event.
- West Keizer Neighborhood Association business of the month was Coffee Paradigm and next month will be Victory Olive Gardens.
- Chemawa Interchange Area Management Plan open house was well attended. Final alternative reports are being prepared. The next stakeholders meeting is October 27.
- She met with the Greenhouse Gas Task Force as the substitute for Dan Clem, the representative from the metro planning area. They are discussing development of timeline objectives and procedures for establishing vehicle miles traveled in relation to the greenhouse gas emissions. Next meeting will be October 29.
- She will represent the Mid-Willamette Area Commission on Transportation at the Area Commission on Transportation all region meeting on the 29th.

Councilor McKane invited everyone to the upcoming Traffic Safety Commission meeting.

Councilor Caillier reviewed upcoming meeting times for Emergency Volunteers Assisting Keizer, Claggett Creek Watershed Council, Planning Commission, Salem Wastewater Task Force and Gubser Neighborhood Association.

Councilor Taylor commended Mayor Christopher for her talk at the Gubser Neighborhood Association meeting and noted that the next speaker would be Jerry McGee. He also reviewed meeting times for the Bikeways and Keizer Points of Interest Committees.

Councilor Walsh reviewed upcoming meeting times for the Economic Development and Government Affairs Committee and the Chamber Board. He thanked Boy Scout Troop 121 and the Keizer Color Guard for their participation in the Flag Raising Ceremony and reported that:

- The Chamber Golf Tournament and Casino Night were successful.
- He had worked with the Keizer Points of Interest Committee on the Charge plaque for the property and come up with four different versions which he hopes to trim down and present to KPIC and the Parks Advisory Board.
- He attended the Fire District meeting and participated in discussion about telecom and other issues including the emergency trailers.

Councilor Walsh concluded his report by thanking Council for helping clarify the task of the Amphitheater Task Force so that a more comprehensive approach to the issue can be taken.

Councilor Smith reported on meeting times for the Keizer Urban Renewal Board and informed Council that the Keizer City Council Habitat for Humanity work day is scheduled for October 31 from 8 a.m. to 1 p.m.

Mayor Christopher reported on the upcoming River Road Renaissance Advisory Committee meeting. She also reported that 2,000 people attended the Lakepoint Community Church "Serve-Fest" held at McNary to give back to the community. 120 volunteers served 1300 meals, gave away 960 pairs of gloves, 700 hats and 170 coats. They gave away 200 kits for school children and 140 personal care kits. They provided 100 vaccinations to children; hundreds of people were seen for medical and dental needs; 200 pets were vaccinated and given well pet care; over 70 haircuts were given; bike repairs were done and helmets given away; and 200 books were given away. She expressed gratitude to Lakepoint for this effort.

Youth Councilor Holt reported that there was not much going on at McNary. He voiced appreciation for the new parking lot and the new roof.

Chief Adams reported that the Police Department is still in the recruiting process to fill the three openings and thanked Council for including the Honor Guard in the Flag Raising Ceremony.

City Recorder Tracy Davis reported that there are openings on the Budget and the Keizer Points of Interest committees. Volunteers can submit applications through the website. Recruitment closes November 1.

Community Development Director Nate Brown reported that the Copeland project was underway.

**OTHER
BUSINESS**
**a. New Business or
Old Business
Issues**

**WRITTEN
COMMUNICATIONS**

None

AGENDA INPUT

November 2, 2009

7:00 p.m. City Council Meeting

- o Magee Estates Street Lighting District Public Hearing

November 9, 2009

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

November 16, 2009

7:00 p.m. City Council Meeting

- o Parks System Development Charge Methodology Public Hearing

OTHER BUSINESS

None

ADJOURNMENT

Mayor Christopher adjourned the meeting at 8:10 p.m.

APPROVED:

MAYOR:

Lore Christopher

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – David McKane

Councilor #4 – Cathy Clark

Councilor #2 – Brandon Smith

Councilor #5 – Richard Walsh

Councilor #3 – Mark Caillier

Councilor #6 – James Taylor

Minutes approved:

COUNCIL MEETING: November 2, 2009

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

**FROM: CHIEF H. MARC ADAMS
KEIZER POLICE DEPARTMENT**

SUBJECT: SWEARING IN OF POLICE OFFICERS

ISSUE:

City Attorney Shannon Johnson will be present to issue the oath of office to Keizer Police Officers Arsen Avetisyan and Jason Remmy.

Police Officer Arsen Avetisyan was born and raised in Armenia. He emigrated to the United States 10 years ago and became a citizen in 2006. He has been a reserve officer for Marion County Sheriff's Office for the past year. Officer Avetisyan will begin the basic police academy on November 16, 2009.

Police Officer Jason Remmy was born and raised in Salem and graduated from Sprague High School. He was a cadet with the Marion County Sheriff's Office for four years and recently became a reserve officer with that agency. While with the sheriff's office, Jason worked on the marine patrol.

Please join us in congratulating and welcoming Officers Avetisyan and Remmy to the Keizer Police Department.