MINUTES
KEIZER CITY COUNCIL
WORK SESSION
Monday, October 13, 2008
Keizer City Hall, Council Chambers
Keizer, Oregon

CALL TO ORDER Council President Richard Walsh called the work session to order at 5:46 pm. The following were present:

Councilors:
Richard Walsh, Council President
Cathy Clark, Councilor
Jim Taylor, Councilor
Brandon Smith, Councilor
David McKane, Councilor
Jacque Moir, Councilor

Absent:
Lore Christopher, Mayor

Staff
Chris Eppley, City Manager
Kevin Watson, Assistant to the CM
Rob Kissler, Public Works
Tracy Davis, City Recorder

DISCUSSION

a. City of Keizer Sidewalks

Assistant to the City Manager, Kevin Watson, explained items contained in the handout noting that currently adjacent property owners are responsible for maintenance and repair of their sidewalks and that the City wants to educate the public on their responsibilities regarding sidewalk maintenance. Public Works Director, Rob Kissler, noted that the City had spent money for improvement on some River Road Renaissance projects but property owners should maintain the sidewalks.

Councilor Clark expressed desire to bring together staff and the need for ADA compliance, maintaining a good sidewalk network throughout the city in order to comply with the City Transportation System Plan and to allow Public Works to develop a Sidewalk Maintenance and Construction Plan and Capital Improvements Plan to be reviewed annually.

Discussion then took place regarding the process for development and inclusion of sidewalks, under-utilized areas with right of way but no improvements and using street funds for sidewalks. Councilor Clark referred to the brochure developed for educational purposes and urged that it be put in the water bill to educate homeowners on their sidewalk maintenance and repair responsibility. Mr. Watson reviewed the brochure in detail with discussion following regarding what the city of Salem is doing, how repairs are generated, Neighborhood Enhancement Program, repair of damage due to street trees, identifying ADA issues and ADA standards.

Discussion then took place regarding bringing the current ordinance up to ADA compliance, street tree requirements and permit requirements. Mr. Kissler suggested that he could work with Mr. Watson and Ms. Werner in Public Works to develop procedures for handling ADA repair to be included in the new ordinance.

Mr. Watson then explained that some cities have assigned contractors who will meet their standard sidewalks that they get through an RFP. This is a method that can be used so that when residents need to repair their sidewalks they can use the City contractor. Another alternative is to have a list of certified contractors that residents can choose from. Following lengthy discussion regarding public bidding, endorsement vs. referral, insurance, costs and sidewalk standards, Councilors voiced a preference for development of a list.

Discussion took place regarding funding options such as liens against the property, loans, use of federal home loan funds for the sidewalk improvement loans, and Local Improvement Districts which would be used for areas where there are no sidewalks or substandard sidewalks. Mr. Kissler noted that throughout the city willing property owners have made the sidewalk improvements and then the city makes extensions with current street fund dollars. Additional dialogue ensued regarding a size requirement for establishment of an LID. Mr. Eppley suggested that the City initiate an education campaign and then start being proactive and send out letters to areas in need of repair and see what happens. Mr. Watson suggested that Public Works identify areas needing sidewalk repair and this would be where an LID or loan program would come in. They would notify property owners in that immediate area and the funding options would flow from there. Discourse continued regarding repairing sidewalks or upgrading to the new City and ADA standards, deferring to neighborhood preference, making it dependent upon the funding being used, and City assistance for the upgrade.

Mr. Eppley volunteered to work with Mr. Kissler and develop parameters for the different funding methods. Council recommended that a priority list be developed as well.

Following discussion regarding use of innovative design in lieu of traditional sidewalk design such as a wider shoulder, Councilors agreed that they were not opposed to using an asphalt foot and bicycle path.

In conclusion, Mr. Watson noted that staff would develop funding and CIP criteria for Council approval.

ADJOURNMENT Meeting adjourned at 7:14 p.m.

APPROVED:

MAYOR:

Debbie Lockhart, Deputy City Recorder

~ Absent ~

Lore Christopher

COUNCIL MEMBERS

Councilor #1 – David McKane

Councilor #2 – Brandon Smith

Councilor #3 – Jacque Moir

Councilor #4 – Cathy Clark

Councilor #5 – Richard Walsh

Councilor #6 – James Taylor

Minutes approved:

November 3, 2008