



MINUTES
KEIZER CITY COUNCIL REGULAR SESSION
Monday, October 6, 2008
Keizer City Hall
Robert L. Simon Council Chambers
Keizer, Oregon

**CALL TO
ORDER**

Mayor Christopher called the regular session to order at 7:06 pm. Roll Call was taken as follows:

Present:

Mayor Lore Christopher
Richard Walsh, Council President
Brandon Smith, Councilor
Cathy Clark, Councilor
David McKane, Councilor
James Taylor, Councilor
Jacque Moir, Councilor

Staff:

Chris Eppley, City Manager
Kevin Watson, Assistant to the City Manager
Shannon Johnson, City Attorney
Machell DePina, Human Resources Director
Rob Kissler, Public Works Director
Marc Adams, Police Chief
Tracy Davis, City Recorder

FLAG SALUTE
PUBLIC
TESTIMONY

Mayor Christopher led the pledge of allegiance.

None

PUBLIC HEARING
a. Mini-Super
Liquor
License
Application

City Manager Chris Eppley reported that an application was submitted for a Full Off Premises Sales Liquor License for Mini-Super at 3443 River Road North, Keizer, Oregon. A public hearing was scheduled, notice published, necessary notification given, a background check was done, and Keizer Planning Department finds the location of the establishment to be properly zoned and has no comment on the application. Staff recommends that following a public hearing Council approve the application.

Mayor Christopher opened the Public Hearing.

The applicant, Maria Iberra, fielded questions regarding the location and participation in the responsible vendor program.

Councilor Walsh moved to recommend approval of the application for a Limited Off-Premises liquor license for Mini-Super under the guidelines as established by ORS 471.178 and the Ordinances of the City of Keizer and to forward this recommendation to the Oregon Liquor Control Commission for final approval. Councilor Taylor seconded. Motion passed unanimously as follows:



AYES: Christopher, Walsh, Smith, McKane, Moir, Clark and Taylor (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

**ADMINISTRATIVE
ACTION**

a. ORDINANCE -

**Amending
Keizer Sign
Regulations
Regarding
Electronic
Message
Signs –
Amending
Ordinance
No. 98-389**

City Attorney Shannon Johnson reminded Council that they had closed the public hearing and directed staff to prepare the ordinance which was before them for adoption.

Councilor Moir noted that she had watched the proceedings from the last council meeting so she would be participating in this decision. Councilor Taylor recused himself because he had done so during the Public Hearing due to potential conflicts.

Walsh
Councilor moved to adopt an Ordinance Amending Keizer Sign Regulations Regarding Electronic Message Signs Section 2.308 and Amending Ordinance No. 98-389, Keizer Development Code. Councilor Clark seconded. Motion passed as follows:

*corrected
11-3-08
td*

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

**b. Keizer Little
League Park
Management
– Request for
Proposals**

Assistant to the City Manager, Kevin Watson, explained that the City would like to request proposals to manage the Keizer Little League Park. He noted that the current contract with Keizer Youth Sports Association will expire on October 31, 2008, so the intention is that the new contract will be effective November 1, 2008 through October 31, 2011. He reviewed activities that would be expected from the park management and concluded that staff recommends approval of the RFP. He then fielded questions regarding the 5% of Gross Revenue payment to the City, who had reviewed the document, audits, concessions, sub contracting, usage by other groups and equitable charges for usage and/or classification for users.

Following lengthy discussion the following amendments were made to the RFP:

- (4) Expand criteria for evaluation of business plan/maintenance and enhancement of the park. Criteria should include "prepare and enhance facility, provide programs for youth and provide revenue to the City".
- (8) Add potential adult users – equitable usage for groups beyond youth, i.e. church adult league, etc. Add language regarding fees – equitable based on similar use with not everyone paying the same fee. The fee schedule will be presented on an annual basis for City approval.
- (13) Elimination of the percentage number. Appropriate percentage would be negotiated

Flexibility to allow the park to be used as a park when it is not in use by organized teams.

Councilor Walsh moved to direct staff to approve the RFP for a professional organization to manage all aspects related to proper operation of the youth ball fields located at 52435 Ridge Drive with amendments. Councilor Clark seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**c. RESOLUTION -
Indicating the
City's Intent
to Expand
PERS
Participation**

Machell DePina reviewed details of the City's current retirement plan which consists of enrollment of some employees in PERS and some in ICMA. She noted that to ensure equity and improve opportunities to attract well-qualified candidates for future city positions, it is the city's desire to shift the balance of Keizer employees to PERS as the sole retirement plan. The City would like to switch the department heads not already enrolled in PERS during this fiscal year and continue shifting additional groups of employees over the next 3-5 fiscal years. She explained that adoption of the resolution does not obligate the city to take this action.

Discussion then took place regarding costs, efficiency, comparable cities who have already made this shift; employee levels, participation and return on investment. Mr. Eppley pointed out that PERS is a "defined benefit plan" as opposed to a "defined contribution plan" and that makes it an effective recruiting tool.

Councilor Walsh suggested that verbiage be placed in the Resolution ensuring that the city would not be obligated by this resolution.

Councilor Walsh moved to adopt a Resolution indicating the City of Keizer's intent to expand PERS participation as amended. Councilor Taylor seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**CONSENT
CALENDAR**

No Items

**COMMITTEE
REPORTS**

**a. Keizer
Planning
Commission
Appointment**

City Manager, Chris Eppley, reported that the term for Position #5 on the Planning Commission had expired. Notice of the vacancy was published and Doug Schneider was unanimously recommended to fill the vacancy by the Volunteer Coordinating Committee.

Councilor Walsh moved to accept the recommendation of the Volunteer Coordinating Committee and appoint Doug Schneider to position #5 on the Keizer Planning Commission for a three-year term expiring on September 30, 2011. Councilor Taylor seconded. Motion passed unanimously as follows:

AYES: Christopher, Walsh, Smith, McKane, Moir, Clark and Taylor (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

**b. Keizer Points
of Interest
Appointment**

City Manager, Chris Eppley, reported that there was a vacancy on the Keizer Points of Interest Committee (Position #5 – the unexpired three-year term of Jan Deardorff expiring November 2009). Notice of the vacancy was published and Arlette Johnson was unanimously recommended to fill the vacancy by the Volunteer Coordinating Committee.

Councilor Walsh moved to accept the recommendation of the Volunteer Coordinating Committee and appoint Arlette Johnson to fill Position #5 on the Keizer Points of Interest Committee. Councilor Taylor seconded. Motion passed unanimously as follows:

AYES: Christopher, Walsh, Smith, McKane, Moir, Clark and Taylor (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

**COMMITTEE
REPORTS**

OTHER BUSINESS

a. New Business

b. Old Business

Councilor McKane invited interested citizens to the next meetings of Traffic Safety Commission and the next Parks Advisory Board.

Councilor Moir commended Doug Schneider for his active role on the Planning Commission and for serving as the Commission representative on the River Road Renaissance Advisory Commission and the Keizer Urban Renewal Board. She also reminded everyone of the upcoming Open House sponsored by the TD Keizer Statue Task Force for viewing of the maquette.

Councilor Smith reported that

- Stormwater Advisory Committee met on September 30 and reviewed the schedule for the next year. The committee will develop ordinances that will be coming to Council for approval.
- He attended the League of Oregon Cities Conference last week. He thanked the city of Independence for hosting the ghost tour and fun dinner. He will be going to Independence on the 14th and talk to their Council.
- West Keizer Neighborhood Association will meet at Cummings on October 9 at 7 p.m and Gubser Neighborhood Association will meet on October 16 at Gubser at 7 p.m.

Mayor Christopher reported that

- The city had received a check for \$350 from the Making Keizer Better foundation – proceeds from the 2008 RiverFair. She commended the group.
- Water Wastewater Task Force will be looking at projections for the next 5 years. People are conserving water so some projections have not come to fruition and the review may benefit Keizer citizens because they may not do another cost of service analysis for two more years.

Councilor Walsh reported that

- He had attended the League of Oregon Cities conference and he thanked City Recorder Tracy Davis for her coordinating efforts both at the conference and the Keizer tour of Keizer Rapids Park, River Road, Keizer Station and the Civic Center.
- Commissioners Breakfast will be on October 8
- Keizer Rapids Work Group will meet October 7

Mayor Christopher interjected that the Keizer tour got rave reviews and she commended city staff for their participation in the tour. She also encouraged everyone to visit Keizer Rapids Park to see all the improvements and explore the trails.

Councilor Clark thanked the City of Salem for hosting the League of Oregon Cities Conference and putting together the coalition with other cities to make the conference truly a Mid-Willamette Valley showcase. She then reported that:

- Friends of the Library will host a book sale October 3-4 at the Lions Club.
- Keizer Fire District had an open house for fire safety which included EVAK, KARES and Keizer Police.
- Chemawa Interchange Area Management Plan met last week and discussed alternatives for various interchanges and connectors.
- Technical Advisory Committee for updating the Transportation System Plan met the same afternoon as the CIAMP; it is anticipated that the TSP will be finalized by the end of the year.
- Salem Keizer Area Transportation Study met and the Transportation Enhancement Grant for Chemawa Road North got awarded the number one nod from SKATS to go forward in the application process. This grant is tied with the Auburn Road safety project. The participation of the public in the survey is a primary reason that the grant is moving forward.
- The City and Fire District will meet November 4 to discuss Iris Fest plans.
- Newberg is hosting City Hall week on Tuesday October 14 from 5 to 7.

Councilor Taylor reported that Bikeways Committee did a bike rodeo at the Fire District Open House and this will qualify the City to receive grants for additional helmets and safety materials. They meet again on October 15 at the Public Works shop. He also invited everyone to view the maquette of the T.D. Keizer statue on October 9 at City Hall.

Chief Adams expressed excitement over the new Police Department facility noting that it would enhance the ability of staff to get the job done. He explained that the City Hall-Police Department walkway will be paved soon.

Public Works Director, Rob Kissler, reported that the process of installing the foundations for public art is underway. The locations are: Inland Shores East, Albertson's complex, Keizer Vet and Keizer Plaza.

Assistant to the City Manager, Kevin Watson reiterated the invitation to view

the T.D. Keizer maquette on October 9. He then reported that EVAK (Emergency Volunteers Assisting Keizer) met on October 4 and reviewed planning logistics adding that it is an amazing group and he was glad to be part of it.

Human Resources Director, Machell DePina, reported that

- She had attended the League of Oregon Cities conference
- Keizer received a City County Insurance Services League of Oregon Cities Safety Award for low time loss
- All Staff meeting would be held on October 8 and Council is invited to attend.

**WRITTEN
COMMUNICATIONS**

None

AGENDA INPUT

October 13, 2008

5:45 p.m. City Council Work Session

- Sidewalks

October 20, 2008

7:00 p.m. City Council Meeting

- Parks system Development Charge Public Hearing
- Proclamation – Domestic Violence Awareness Month

November 3, 2008

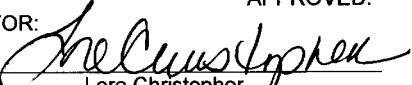
7:00 p.m. City Council Meeting

ADJOURNMENT

Mayor Christopher adjourned the meeting at 8:22 p.m.

APPROVED:

MAYOR:

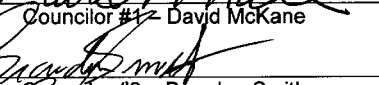

Lore Christopher

Debbie Lockhart, Deputy City Recorder

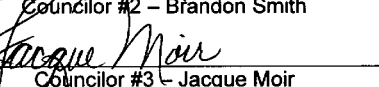
COUNCIL MEMBERS


Councilor #1 – David McKane

Councilor #4 – Cathy Clark

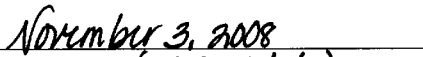

Councilor #2 – Brandon Smith

Councilor #5 – Richard Walsh


Councilor #3 – Jacque Moir

Councilor #6 – James Taylor

Minutes approved:


November 3, 2008

(as corrected
on page 2)