

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

Monday, October 4, 1993

7:30 p.m.

**Robert L. Simon Council Chambers
Keizer City Hall
Keizer, Oregon 97303**

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC TESTIMONY

This time is provided for citizens to address the Council on matters not scheduled for public hearing.

4. COMMITTEE REPORTS

- a. Volunteer of the Month Award - Police Department**
- b. Report from Mayors Task Force on Library Services**

5. PUBLIC HEARINGS AND DELIBERATIONS

- a. Willamette Lutheran Homes Liquor License Application**

6. ADMINISTRATIVE ACTIONS

- a. RESOLUTION - Recognition of Clear Lake Neighborhood Association**
- b. RESOLUTION - Authorizing the Filing of a Grant Application**

7. CONSENT CALENDAR

- a. RESOLUTION - Certification of the City as a Franchising Authority**
- b. RESOLUTION - Purchase of Public Works Vehicle**
- c. Approval of September 20, 1993 Regular Session Minutes**

8. OTHER BUSINESS

This time is provided to allow Council members the opportunity to bring matters before the Council which are not on tonight's agenda.

- a. FEMA Flood Insurance Report

9. WRITTEN COMMUNICATIONS

To inform the Council of significant written communications and petitions.

10. AGENDA INPUT

October 11, 14, and 21

7:00 p.m. Public Workshops on Service Delivery

October 18, 1993

7:30 p.m. City Council Meeting

Comprehensive Housing Affordability Strategy Presentation

ADA Self Evaluation Public Hearing

Chronic Nuisance/Solid Waste Abatement

Noise Ordinance

Marion County Building Code Administration

11. EXECUTIVE SESSION

Pursuant to ORS 192.660(1)(d) - Labor Negotiations

12. ADJOURN

Upon request, auxiliary aids and/or special services will be provided to participants with disabilities. To request services, please contact us at 390-3700 at least two working days (48 hours) in advance.

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
URBAN RENEWAL AGENCY OF THE CITY OF KEIZER

Monday, October 4, 1993

7:30 p.m.

**Robert L. Simon Council Chambers
Keizer, Oregon 97303**

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC TESTIMONY

This time is provided for citizens to address the Urban Renewal Agency on matters not on the agenda.

4. PUBLIC HEARINGS

5. ADMINISTRATIVE ACTION

a. River Road Redevelopment Board Appointment - Position 3 (Keller)

6. CONSENT CALENDAR

a. Approval of July 19, 1993 Agency Minutes

7. OTHER BUSINESS

This time is provided to allow Urban Renewal Agency members the opportunity to bring matters before the Agency which are not on tonight's agenda.

8. WRITTEN COMMUNICATIONS

To inform the Urban Renewal Agency of significant written communications and petitions.

9. ADJOURN

Upon request, auxiliary aids and/or special services will be provided to participants with disabilities. To request services, please contact us at 390-3700 at least two working days (48 hours) in advance.



City of Keizer

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

URBAN RENEWAL AGENCY MEETING: October 4, 1993

AGENDA ITEM NUMBER: 5a

TO: CHAIR KOHO AND AGENCY BOARD MEMBERS

THROUGH: DOTTY TRYK *Dotty*
CITY MANAGER

FROM: TRACY L. DAVIS *Tracy*
CITY RECORDER

SUBJECT: RIVER ROAD REDEVELOPMENT BOARD APPOINTMENT POSITION #3

ISSUE:

Recently Bob Keilbach tendered his resignation from the River Road Redevelopment Board. This leaves position number 3 vacant. Jim Keller will be nominating Donald Porter to fill this unexpired position. If appointed, Mr. Porter's term would end February 1, 1996.

Mr. Porter's volunteer application is attached for your information.

RECOMMENDATION:

It is recommended the Agency Board appoint Donald Porter to fill position number 3 on the River Road Redevelopment Board.

CITY OF KEIZER
VOLUNTEER APPLICATION FORM

KOB/RCD
9-20-93
JL

NAME Donald D Porter DATE 9-20-93
DAY
ADDRESS 6108 Trevino Ct N PHONE 393-3535
EVENINGS/WEEKENDS
Keizer, ORE 97303 PHONE 393-3535

PLEASE EXPLAIN WHY YOU WANT TO VOLUNTEER AND WHAT SKILLS YOU COULD BRING TO THE CITY OF KEIZER? (Clerical, writing, editing, foreign languages, degrees, etc. Please feel free to attach a resume.)

Number of hours per week you can volunteer: _____

Day or days of week available: _____

Time of Day available: _____

PLEASE CHECK THE FOLLOWING ACTIVITIES IN WHICH YOU ARE INTERESTED

Budget Committee	_____	Clerical	_____
Parks Committee	_____	Computer Entry	_____
Planning Commission	_____	Research	_____
Volunteer Coordinating Comm	_____	Maintenance	_____
		Reception	_____
		Landscape	_____
		Other	_____

List Other: River Road Redevelopment Board

EDUCATION BACKGROUND

High School McMINNVILLE Date Completed 1952
College LINFIELD College Date Completed 1956

PERSONAL REFERENCE

Name _____ Telephone _____

Address _____

CURRENT PLACE OF EMPLOYMENT

Employer's Name Self Employed - PORTER'S Pub

Employer's Address and Telephone 4820 River Rd

Your Position owner Beginning Date March 1993

May we contact you at work? Yes

PREVIOUS VOLUNTEER EXPERIENCE

City of McMinnville - Yamhill Co
(Volunteer Agency)

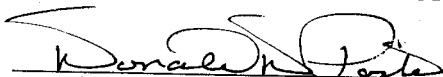
Address City of McMinnville Telephone _____

Supervisor _____ Duties _____

AUTHORIZATION WAIVER

HAVE COMPLETED THE ABOVE QUESTIONS AND TO THE BEST OF MY KNOWLEDGE,
WHAT HAS BEEN STATED IS TRUE.

IF APPOINTED TO A VOLUNTEER POSITION, I AGREE TO SERVE WITHOUT
REIMBURSEMENT OF ANY KIND, AND WITH THE UNDERSTANDING AND AGREEMENT THAT
ACCIDENT AND MEDICAL INSURANCE IS NOT PROVIDED BY THE CITY OF KEIZER.


Signature of Applicant

9-20-93
Date

PLEASE RETURN COMPLETED APPLICATION TO:

VOLUNTEER COORDINATING COMMITTEE
CITY OF KEIZER
930 CHEMAWA ROAD N.E.
P. O. BOX 21000
KEIZER, OREGON 97307-1000

Telephone: 390-3700
Tracy L. Davis
City Recorder

MINUTES

URBAN RENEWAL AGENCY OF THE CITY OF KEIZER

Monday, July 19, 1993

Robert L. Simon Council Chambers
Keizer City Hall

CALL TO ORDER

Chair Koho called the meeting to order at 7:03 p.m. Roll call was taken as follows:

Present

Dennis Koho, Chair
Jim Keller
Jerry McGee
Al Miller (arrived 7:05 p.m.)
Chet Patterson
Jerry Watson
Marlene Wellin

Staff

Dotty Tryk, City Manager
John Morgan, Community Development Director
Wally Mull, Public Works Director
Tracy L. Davis, City Recorder

PUBLIC TESTIMONY

There was no public testimony to come before the Agency Board.

DISCUSSION

Resolution - Awarding of Appleblossom Storm Drain Contract

Wally Mull, Public Works Director explained bids were opened on Friday July 16, 1993 for Phase I of the Appleblossom Storm Drain. Nine bids were received for this project with the lowest bid received from K & R Plumbing at \$261,401.

Jim Keller moved for a Resolution Awarding the Bid for Appleblossom Storm Drainage project to K & R Plumbing.
Marlene Wellin seconded the Motion.

The Motion passed unanimously as follows:

AYES: Keller, Koho, McGee, Miller, Patterson, Watson and Wellin (7)

NAYS: None (0)

ABSTENTIONS: None

ABSENT: None (0)

**Appointment of
Parks
Representative to
the River Road
Redevelopment
Board**

Jerry Watson moved to appoint Shannon Blake-Theiss to the River Road Redevelopment Board as a representative from the Parks Advisory Board. Jerry McGee seconded the Motion.

The Motion passed unanimously as follows:

AYES: Keller, Koho, McGee, Miller, Patterson, Watson and Wellin (7)

NAYS: None (0)

ABSTENTIONS: None

ABSENT: None (0)

**CONSENT
CALENDAR**

The Consent Calendar consisted of the following:

- a. Approval of July 6, 1993 Agency Minutes

Jim Keller moved for approval of the Consent Calendar. Dennis Koho seconded the Motion.

The Motion passed with the following votes:

AYES: Keller, Koho, McGee, Miller, Patterson, Watson and Wellin (7)

NAYS: None (0)

ABSTENTIONS: None

ABSENT: None (0)

OTHER BUSINESS

There was no other business to come before the Agency.

**WRITTEN
COMMUNICATION**

There was no written communication to come before the Agency.

ADJOURNMENT

The Meeting was adjourned at 7:08 p.m.

TRACY L. DAVIS
City Recorder

APPROVED:

CHAIR:



City of Keizer

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

COUNCIL MEETING: October 4, 1993

AGENDA ITEM NUMBER: 4a

TO: MAYOR KOHO AND CITY COUNCIL MEMBERS

THROUGH: DOTTY TRYK *Dotty*
CITY MANAGER

FROM: TRACY L. DAVIS *Tracy*
CITY RECORDER

SUBJECT: VOLUNTEER OF THE MONTH AWARD

Lieutenant Bruce Jenness of the Keizer Police Department will present the October Volunteer of the Month award to Audrey Gordon in recognition for development of the Meadows Neighborhood Watch Program.

"Pride, Spirit and Volunteerism"

Volunteer of the Quarter

Audrey Gordon

Residence: **The Meadows**

Audrey was one of the co-coordinators in the development of the *Meadows Neighborhood Watch* group in the summer of 1991.

The Keizer Neighborhood Watch program was in its infancy at that time, and the department was somewhat skeptical in forming one single group in such a large and growing sub-division. The Meadows had about 60 occupied homes at that time -- 30 more than what is normally recommended for a manageable group.

Not only was Audrey successful in organizing these 60 homes, she has continued to oversee the coordination of the Meadows Neighborhood Watch which has grown to more than 170.

The Meadows is a prime example of an active Neighborhood Watch, made possible through the efforts of *Audrey Gordon* and a number of other concerned citizens who assist her.

Though we would like to recognize all of our Neighborhood Watch coordinators, we think Audrey deserves the special recognition of *Volunteer of the Quarter*.



City of Keizer

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

CITY COUNCIL MEETING: October 4, 1993

AGENDA ITEM NUMBER: 4b

TO: MAYOR KOHO AND CITY COUNCIL MEMBERS

FROM: DOTTY TRYK *Dotty*
CITY MANAGER

SUBJECT: REPORT FROM MAYOR'S TASK FORCE ON LIBRARY SERVICES

BACKGROUND:

This spring, the Mayor appointed a task force to review the status of library services in Keizer and to make recommendations to the Council. The task force has been meeting all summer and they have developed a series of recommendations, both short term and long term. Their report is attached. The two co-chairs, Sandi Smick and Tamarah Swick, and several members of the task force will be at your meeting Monday night to discuss their process and present their recommendations.

MEMORANDUM

TO: MAYOR KOHO AND COUNCIL MEMBERS

FROM: SANDI SMICK & TAMARAH SWICK
CO-CHAIRS OF LIBRARY TASK FORCE

SUBJECT: TASK FORCE RECOMMENDATIONS

DATE: SEPTEMBER 24, 1993

SUMMARY:

The Mayor appointed this task force to look at the state of library services in Keizer and to make recommendations to the Council. We believe that the city's long range vision should be to provide a full service library to the citizens of Keizer. In addition, we feel that childrens' library services are a priority in the community with a special emphasis on kindergarten and primary grades as these are believed to be essential to good reading skills and habits. Any interim steps should prioritized library services for children before resources are allocated for adult services. We believe that our recommendations will provide steps toward accomplishing these long range goals.

BACKGROUND:

The task force has been meeting since early June. We have spoken to several library professionals including the Salem librarian, the CCRLS librarian and the state library development director and learned the history of local library services from Bob Simon. Armed with this information, the task force developed six alternatives and held two community meetings to hear public input. As a result of that process two additional options were added. A copy of the handout describing the alternatives is attached.

As a result of our research and public input, the task force has developed both short term and long term recommendations.

HISTORY:

Prior to incorporation, the Keizer area was served by the Chemeketa Cooperative Regional Library Service--CCRLS. This is a program serving four counties and 35 cities, supported by a part of the College's tax base. In 1984, CCRLS commissioned a cost/benefit study. One of the issues raised in this study was that the residents of Keizer were using the Salem library as their primary library source, but were paying less than Salem residents for the service. Keizer was singled out because of its large size and its new status as a city.

Salem argued that Keizer was no longer a rural area and that its status as a city provided new revenue sources and new obligations, one of which was library service. Keizer residents, however, believed that library service was not part of the "basics" that their government was obligated to provide. Keizer did recognize the inequities in the system, but felt its residents should not be singled out to pay a surcharge unless it was applied uniformly throughout the district.

Several meetings and committee reports could not reconcile these differences and in 1987 the City of Salem levied a surcharge on \$20 per household on Keizer residents who use the Salem library. Only library card holders can use the services of CCRLS which include access to the collections of the 17 libraries in the district reserved by computer and delivered to their local library by courier. Until recently the CCRLS operated a bookmobile which was also available only to library card holders.

FINANCIAL BACKGROUND:

At this time there are approximately 1100 Keizer households who have purchased Salem library cards. The Salem librarian stated that they receive around \$22,000 annually from Keizer patrons. In addition, Keizer property owners pay approximately \$0.13/thousand in property taxes to Chemeketa Community College to support CCRLS.

RECOMMENDATIONS:

The task force has two short term recommendations:

1. The City should negotiate with CCRLS to provide city residents with local computer access and courier service in exchange for our tax support. Such a service might be located in a local store or agency based on a request for proposals. At least one merchant has expressed an interest. This could be implemented upon completion of negotiations.

We would not expect there to be additional cost to the local taxpayers for this service.

2. The City should contract with the City of Salem to bill the City of Keizer monthly for our residents' cards up to a maximum annual dollar amount which might be about \$50,000. This could be implemented upon passage of the 1994-95 Budget and the low cost could be of immediate benefit to children.

The cost to the taxpayers is estimated at \$0.04 to \$0.08/thousand assessed value.

In addition, with a goal of eventually providing full library services for, and in Keizer, the committee has the following long term recommendations:

1. The Council should actively promote the creation of a local library district. Such a district could be based on the Urban Growth Area as a possible service area. This would equalize library costs over the Salem/Keizer and adjoining unincorporated areas and would probably involve terms for opening branches outside Salem. The district would remain a member of the CCRLS. There is an established public process for creating a library district which takes a year to a year and a half. A ballot measure would not be feasible until 1996.

The cost to the taxpayer is estimated at \$0.30 to \$0.50/thousand.

2. As an alternative to creating a district, the City should explore contracting with the City of Salem to establish a branch of the Salem library in Keizer.

The cost to the taxpayer is estimated at \$0.45 to \$0.60/thousand.

Under either full service option, we would be members of CCRLS.

We believe that implementation of these recommendations will provide some level of library service in a short time frame and develop a high quality local library service for our citizens and children over time.



City of Keizer

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

CITY COUNCIL MEETING: October 4, 1993

AGENDA ITEM NUMBER: 5a

TO: MAYOR KOHO AND CITY COUNCIL MEMBERS

THROUGH: DOTTY TRYK *Dotty*
CITY MANAGER

FROM: TRACY L. DAVIS *tracy*
CITY RECORDER

SUBJECT: WILLAMETTE LUTHERAN HOMES LIQUOR LICENSE APPLICATION

ISSUE:

Shall the City Council recommend the approval of an application for a Health Care Facility Liquor License for Willamette Lutheran Homes located at 7693 Wheatland Road North, Keizer to the Oregon Liquor Control Commission?

DISCUSSION:

An application was received from Willamette Lutheran Homes for a Health Care Facility Liquor License at 7693 Wheatland Road North, Keizer, Oregon. The applicant for the license is Monica M. Roy, Administrator. A Health Care Facility Liquor License allows the sale and service by facility members of malt beverages and wine to patient, residents or bona fide visitors or guests for consumption on the licensed premises only.

The Keizer Police Department has conducted a background check on the applicant. The check indicates there is no history which would preclude issuance of this license.

Skip Wendolowski, Keizer City Planner states... "the serving of alcoholic beverages is acceptable provided it is done in conjunction with activities associated with the "home" and there is no commercial sale of beverages, either by the drink or retail, to the general public. Use of the facility to serve the public will require a plan and zone change."

Keizer City Ordinance 88-129 - Section 5.2 requires a public hearing to be held on the application if the application is for a new license. Notice of the Public Hearing was published in the Keizertimes Newspaper on September 23, 1993. A copy of this notice was sent to the applicant and to the Oregon Liquor Control Commission.

Copies of the application and other related documents are available for review in the City Recorder's office.

RECOMMENDATION:

It is recommended the City Council approve the Health Care Facility Liquor License application of Willamette Lutheran Homes and direct staff to forward this recommendation to the Oregon Liquor Control Commission.



City of Keizer

930 Chemawa Rd. N.E. • P.O. Box 21000

Keizer, Oregon 97307-1000 • (503) 390-3700 • Fax # 393-9437

CITY COUNCIL MEETING: October 4, 1993

AGENDA ITEM NUMBER: 6a

TO: MAYOR AND CITY COUNCIL

THROUGH: DOTTY TRYK, *Dotty*
CITY MANAGER

FROM: JOHN N. MORGAN, AICP
COMMUNITY DEVELOPMENT DIRECTOR

SUBJECT: RECOGNITION OF CLEAR LAKE NEIGHBORHOOD ASSOCIATION

DISCUSSION:

Clear Lake Neighborhood Association, Inc., has petitioned the Council for official recognition as a neighborhood association under the provisions of the Neighborhood Association Ordinance number 93-257 adopted June 21, 1993. A copy of the petition is attached. This is the first neighborhood to request such recognition.

A copy of the ordinance is attached for the Council's information. Of particular importance are Section 3, which outlines the privileges afforded to a recognized Association, and Section 5, which contains the criteria an Association must meet in order to be recognized.

Staff has analyzed the By-Laws of the Clear Lake Neighborhood Association to determine if they meet the criteria of Section 5. A copy of the By-Laws is attached. There are three major criteria which are analyzed below:

- The first is that the Association adopt By-Laws that include provisions for broad membership, regular meetings, and an open process. The By-Laws meet these standards.

- The second is that the boundary of the Association meets several guidelines. The proposed Clear Lake Neighborhood Association boundary is co-terminus with the attendance boundary for Clear Lake Elementary School, which is one of the guidelines. It also encompasses over 300 homes, is a logical geographic area, and includes all land within the city limits in that area.

There are two important notes. First, the boundary extends beyond the city limits, which is not anticipated nor prohibited by the ordinance and should present no problem. Second, when the new school within these boundaries opens one year from now, the physical area of the Association will shrink substantially, since it is based on the Clear Lake School attendance area. This can lead to a significant change in the character of the represented neighborhood and possibly in the appropriateness of continued recognition given the criteria of the ordinance. It is appropriate to require the Association to report to the Council, as part of its annual report late next summer, on what its plans are for dealing with this change in area relative to the ordinance requirements.

- The third is that the Association must demonstrate its work to improve the quality of life within its neighborhood. The Clear Lake By-Laws contain a purpose statement that addresses this important goal. Plus, Staff will testify to the work of the Association already in working on several major land use issues within its boundaries.

It should be noted that recognition of the Clear Lake Neighborhood Association and establishment of formal lines of communication helps to implement Council Goal 3 - Communicating with the Public.

CONCLUSIONS

Staff finds the Clear Lake Neighborhood Association has adopted By-Laws conforming to the requirements of the Neighborhood Association Ordinance, and has demonstrated by its actions its commitment to meeting the intent of the ordinance to foster citizen involvement and to make Keizer's neighborhoods better places. Official recognition should be granted, with the proviso that the Association, as part of its annual report, will present a plan for dealing with the change in the school attendance boundaries within the neighborhood.

RECOMMENDATION

It is recommended Council pass the attached resolution granting official recognition to the Clear Lake Neighborhood Association.

It is further recommended Council direct the Association to include in its first annual report a plan for dealing with the change in the school attendance boundaries within the neighborhood.

Clear Lake Neighborhood Association Bylaws

I. Name - The name of this organization shall be the Clear Lake Neighborhood Association.

II. Area - The boundaries of the area represented by this Association shall be the boundaries for Clear Lake Elementary School as adopted by the Board of the Salem/Keizer 24J school district.

III. Purpose - The purpose of the Clear Lake Neighborhood Association is to:

- to provide a forum for open discussion to all eligible to be members of the Association;
- to inform members of the Association of all proposed changes in land use planning through public meetings;
- to advise the city council and county commissioners on matters affecting the area represented by the Association;
- to identify local problems;
- promote, coordinate & carry out, in an orderly fashion, all aspects of community planning in order to protect and enhance the quality of life in the neighborhood;
- to provide maximum citizen participation in the formation of public policy;
- to improve communication between members of the Clear Lake Neighborhood Association and community leaders and city and county elected officials;
- to actively recruit members to represent their neighborhoods and vicinities.

IV. Membership

A. The Association shall be non-partisan, non-commercial, and non-sectarian. Our primary purpose is to represent the desires and viewpoints of the people of the Clear Lake area in matters that affect the quality of life in our community.

B. The general membership shall be open to those residents, property owners and the owner or one appointed representative of any business or institution within the boundaries of the Clear Lake Neighborhood Association and the non-resident parents or guardians of children attending Clear Lake Elementary School.

C. There shall be one general membership meeting each year held in the Spring. The Executive Board shall call special general membership meetings as required.

D. There shall be no voting by proxy.

E. Voting membership is limited to those who have attended at least one meeting within the last 12 months as evidenced by the attendance roster.

V. Association Board

A. The Clear Lake Neighborhood Association Board shall be a maximum of eight in number and shall include the officers and a maximum of five members-at-large elected by the general membership at the annual meeting and representing specific communities within the boundaries of the Association.

B. The Board shall act for the Association as a whole whenever it is not practical for a matter to await consideration at the next general membership. If the Board acts for the group, such action shall be reported to the membership at the next regularly scheduled meeting. Board of Director' action may be had by a telephone poll of the Board members by the Chairperson and shall be by majority vote of the entire Board.

The duties of the Board shall include:

1. Setting meeting dates, times, locations and giving notice of meetings;
2. Responding to government organizations or other public bodies when timing precludes consideration by the membership.
3. Carrying out such other activities as are directed by the general membership or are necessary for operation of the organization.

C. Quorum - One half of the Association Board shall constitute a quorum for the transaction of business. Once a quorum has been formed, there shall be considered to be a quorum if one or more members abstain from voting on an issue.

Any decision by the Executive Board may be nullified by a majority vote of members present at the next general membership meeting.

D. Vacancies in the Association Board shall be filled by majority vote of the members at large. The Board shall meet at least quarterly.

VI. Officers and Duties of Officers

A. Officers - The officers of the Association shall be members of the Clear Lake Neighborhood Association and shall reside within the boundaries represented by the Association. There shall be a Chairperson, a Vice-Chairperson, and a Secretary-Treasurer, whose terms shall be one year. Officers shall be elected by the general membership at the annual meeting.

B. Duties of the officers:

1. The Chairperson shall be responsible for the general supervision and direction of the Board and the Association. The Chairperson shall preside at all meetings of the Board and general membership, and shall be an ex-officio member of all committees.
2. The Vice-chairperson shall assume the duties of the Chairperson in his or her absence, and perform such other duties as delegated by the Chairperson.

3. The Secretary/Treasurer shall record the minutes of each meeting and assure the distribution of said minutes to the membership and to maintain any financial or other records which may be required for the efficient and proper administration of the Association.

VII. Nominations - Nominations shall be made by the general membership and should be made to assure effective and thoughtful leadership of the Association. Individuals who may derive direct financial profit from the work of the Association are prohibited from holding office in the Association.

VIII. Terms of office - All officers shall serve no more than two consecutive terms.

IX. Election of officers - Officers will be elected by the general membership at their September meeting and will take office at the following meeting.

IX. Changes in by-laws -

A. These by-laws shall be reviewed no less often than the annual meetings held in 1993, 1994 and 1995 to assure that they:

- provide adequate Board representation from areas within the boundaries of the Association (the intent of these by-laws is to be inclusive),
- support a code of ethics that strives to represent the greatest number of Association members,
- provide a useful, honest and efficient set of guiding principles for the Association.

B. At each of these annual meetings the membership shall determine whether or not to amend the purpose of these by laws to include the following:

- to make recommendations on current land use activities,
- to make recommendations on the Comprehensive Land Use Plan amendments,
- to make recommendations on proposed zone changes,
- to make recommendations on conditional use requests,
- to develop proposals on land use to maximize the livability of the area represented by this Association."

C. These by-laws may be amended by a two thirds majority vote of the membership at a regular meeting provided that the proposed amendment has been read at a previous regular meeting and entered in the minutes.

1 BILL NO. 239

2 A BILL

3 ORDINANCE NO.
4 93-257

5 FOR

6 AN ORDINANCE

7 RELATING TO THE RECOGNITION OF
8 NEIGHBORHOOD ASSOCIATIONS

9 The City of Keizer ordains as follows:

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

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

///

1 - ORDINANCE NO. 93- 257

LIEN, HOBSON & JOHNSON

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

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

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

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

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

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

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

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

22 Section 4. PROCESS FOR RECOGNITION. A neighborhood
23 association may petition the City Council for official
24 recognition. If the Council finds that the standards outlined
25 below are met, the association may be recognized by resolution.
26 ///

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

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

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

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

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

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

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

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

25 ///

26 ///

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

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

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

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

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

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

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

///

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

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

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

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

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

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

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

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

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

25 ///

26 ///

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

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

11 (a) A record of all meetings.

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

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

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

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

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

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

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

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

6 PASSED this 21st day of June, 1993.

7 SIGNED this 23rd day of June, 1993.

8
9 Dennis Kelso
Mayor

10
11 Gracey K. Davis
City Recorder

12 824.111

7 - ORDINANCE NO. 93- 257

LIEN, HOBSON & JOHNSON

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

Resolution No. 93-675
In the Matter of the Recognition of the
Clear Lake Neighborhood Association

WHEREAS, the City of Keizer has adopted an ordinance recognizing that neighborhood associations are an important part of the involvement and volunteerism of the citizens of the community in Keizer city government; and

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

WHEREAS, the ordinance is intended to provide a framework for establishment and recognition of neighborhood associations and to acknowledge such associations as legitimate representatives of the citizens and issues within their boundaries; and

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

WHEREAS, the Council has found that the Association and its boundaries, by the provision of its By-Laws and its actions over the last several months, meet the criteria of the Ordinance for formal recognition;

NOW THEREFORE,

The City Council of the City of Keizer, Oregon hereby grants official recognition to the Clear Lake Neighborhood Association and extends to the Association all rights, privileges, and responsibilities that come with such recognition.

DATED THIS FOURTH DAY OF OCTOBER, 1993

Dennis Koho, Mayor

ATTEST:

Tracy Davis, City Recorder



1982

City of Keizer

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

CITY COUNCIL MEETING: October 4, 1993

AGENDA ITEM NUMBER: 6b

TO: MAYOR KOHO AND CITY COUNCIL MEMBERS

FROM: DOTTY TRYK *Dotty*
CITY MANAGER

SUBJECT: RESOLUTION AUTHORIZING THE FILING OF A GRANT APPLICATION

BACKGROUND:

The Department of Justice is requesting applications for grant funding for police. The grant is designed to fund police officers for community policing efforts. For each officer requested, the federal share will fund 75% of total salary and benefits up to a maximum of \$75,000 over the three year life of the grant. The process is on an accelerated time schedule with grant applications due October 14, 1993.

We are requesting four officers with the intent of increasing our staffing level to a point where we have one officer per shift for each of our four existing districts. At this time we have three officers per shift. The ability to assign officers to specific neighborhoods is one of the keystone concepts of Community Policing.

The funding is for a three year time period. However, the requests are to be made annually. The Department of Justice is requesting a resolution of our governing body authorizing the filing of the application.

FISCAL IMPACT:

Based on costs for a full time officer, the federal share would be \$100,000 per year to a maximum of \$300,000. The city's share would be \$63,124 in the first year, \$76,184 in the second, \$92,800 in the third for a total of \$232,108 over the term of the grant. These amounts would be reflected in the development of the budgets for the affected years.

"Pride, Spirit and Volunteerism"

Expressed in an estimated tax rate, the City's first year cost would be \$0.08/thousand. The federal contribution would be equal to \$0.09/thousand.

COUNCIL GOAL:

Pursuing this grant opportunity would contribute to the Council goal to "Enhance Public Safety by Adopting a Concept of Community Policing."

RECOMMENDATION:

Because of the short time frame allowed for this application, I am requesting that you adopt the resolution authorizing staff to apply for the grant funding. Staff will return to the Council with a recommended policy for grant applications in general at your next meeting.



Keizer Police Department

930 Chemawa Rd. N.E. • P.O. Box 21060
Keizer, Oregon 97307-1060 • 390-3713 / FAX 390-8295

Charles R. Stull
Chief of Police

DATE: September 29, 1993

TO: Dotty Tryk, City Manager

FROM: Charles R. Stull, Chief of Police *CRS*

SUBJECT: **POLICE HIRING SUPPLEMENTAL
GRANT PROGRAM - 1993**

On August 30, 1993 President Clinton's promise to put more police officers on our streets and make America's neighborhoods safe became a reality through the development of the Police Hiring Supplemental Grant Program. The program will award a total of \$150 million to law enforcement agencies throughout the United States specifically to hire more police officers. Increasing the number of police officers and expanding community policing concepts are the key elements of the overall strategy to combat crime.

This grant program is a unique opportunity for the City of Keizer to gain additional police officers for three consecutive years and receive federal funding to help defer over half the cost. If we are successful, our current staffing problem would be greatly improved with the additional manpower allowing us to implement some of our new Community Policing programs.

We are currently in the process of writing the grant proposal which is due on October 14, 1993. I regret that I do not have the grant packet completed for your review with the City Council, but attached are the costs for the three year grant program.

If you have any questions, please advise.

crs:cp

1993 POLICE HIRING SUPPLEMENTAL GRANT PROGRAM

1 FTE	SALARY/BENEFITS	YEAR 1	\$ 40,781
		YEAR 2	44,046
		YEAR 3	<u>48,200</u>
	TOTAL 3-YEAR GRANT PERIOD		\$133,027

4 FTE	SALARIES/BENEFITS	YEAR 1	\$163,124
		YEAR 2	176,184
		YEAR 3	<u>192,800</u>
	TOTAL 3-YEAR GRANT PERIOD		\$532,108

1 FTE	\$133,027 x 75% = \$ 99,770	\$ 75,000 FED SHARE
	\$133,027 - \$75,000 =	\$ 58,027 CITY SHARE

4 FTE	\$75,000 x 4	=	\$300,000 FED SHARE 3-YEARS
	\$58,027 x 4	=	\$232,108 CITY SHARE 3-YEARS

FED SHARE	\$300,000 (56.4%)
CITY SHARE	\$232,108 (43.6%)
TOTAL GRANT	\$532,108

\$40,781 x 4 = \$163,124	\$163,123	\$176,184	\$192,800
44,046 x 4 = 176,184	<u>-100,000</u>	<u>-100,000</u>	<u>-100,000</u>
48,200 x 4 = <u>192,800</u>	63,124	76,184	92,800 =
\$532,108		\$232,108	

TOTAL PERSONNEL COSTS	532,108
CITY SHARE	232,108
FED SHARE (\$75,000 x 4 FTE x 3 YEARS)	300,000

1
2
3 **CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON**

4 **Resolution R93-_____**

5
6 **AUTHORIZING THE CITY MANAGER TO APPLY FOR GRANT FUNDING**

7
8
9 **WHEREAS, it is a Council goal to enhance public Safety through adoption of**
10 **community policing;**

11 **WHEREAS, the Department of Justice is requesting applications for grant funds**
12 **from municipalities to hire law enforcement officers to expand community policing; NOW,**
13 **THEREFORE,**

14 **BE IT RESOLVED that the Council authorize the City Manager to sign a grant**
15 **application to the Department of Justice for partial funding for four police officers.**
16

17 **PASSED this _____ day of _____, 1993**

18 **SIGNED this _____ day of _____, 1993.**

19
20
21
22
23 _____
24 **Mayor**

25
26
27 _____
28 **City Recorder**



City of Keizer

930 Chémawa Rd. N.E. • P.O. Box 21000

Keizer, Oregon 97307-1000 • (503) 390-3700 • Fax # 393-9437

CITY COUNCIL MEETING: October 4, 1993

AGENDA ITEM NUMBER: 7a

TO: MAYOR KOHO AND CITY COUNCIL MEMBERS

FROM: DOTTY TRYK *Dotty*
CITY MANAGER

SUBJECT: CERTIFICATION OF THE CITY AS A FRANCHISING AUTHORITY

BACKGROUND:

The 1992 Cable Act allows cities to regulate cable rates and services if they certify as franchising authorities. This certification is done by filing form FCC 328 which states that we intend to regulate basic cable service, that there is a lack of effective competition in our community and that we have the capability to adopt and administer regulations.

The Cable Act allows us as certified franchising authorities to regulate basic cable rates and customer service standards within limits.

Thirty days after mailing FCC 328 to the FCC and to our local franchise we become certified. At that point we have 120 days to adopt regulations in accord with FCC rules. The regional Cable Commission consisting of representatives from Salem and Marion County will be formulating regulations over the next few months. Since Keizer is a part of that same franchise region, it would be reasonable that we adopt similar regulations. When those have been adopted, I will return with a set of rules that are similar.

RECOMMENDATION:

It is recommended that the resolution be adopted authorizing the City Manager to certify the City as a franchising authority.

"Pride, Spirit and Volunteerism"

For FCC Use Only

CERTIFICATION OF FRANCHISING AUTHORITY TO REGULATE BASIC CABLE SERVICE RATES
AND INITIAL FINDING OF LACK OF EFFECTIVE COMPETITION

Name of Franchising Authority City of Keizer		
Mailing Address P.O. Box 21000		
City Keizer	State OR	ZIP Code 97307
Telephone No. (include area code): (503) 390-3700		
Person to contact with respect to this form: Dorothy Tryk, City Manager		

3. Will your franchising authority adopt (within 120 days of certification) and administer regulations with respect to basic cable service that are consistent with the regulations adopted by the FCC pursuant to 47 U.S.C. Section 543(b)? ☒ Yes ☐ No

4. With respect to the franchising authority's regulations referred to in Question 3, ☒ Yes ☐ No

a. Does your franchising authority have the legal authority to adopt them? ☒ Yes ☐ No

b. Does your franchising authority have the personnel to administer them? ☒ Yes ☐ No

5. Do the procedural laws and regulations applicable to rate regulation proceedings by your franchising authority provide a reasonable opportunity for consideration of the views of interested parties? ☒ Yes ☐ No

6. The Commission presumes that the cable system(s) listed in 2.b. is (are) not subject to effective competition. Based on the definition below, do you have reason to believe that this presumption is correct? ☒ Yes ☐ No

(Effective competition means that (a) fewer than 30 percent of the households in the franchise area subscribe to the cable service of a cable system; (b) the franchise area is (i) served by at least two unaffiliated multichannel video programming distributors each of which offers comparable video programming to at least 50 percent of the households in the franchise area; and (ii) the number of households subscribing to programming services offered by multichannel video programming distributors other than the largest multichannel video programming distributor exceeds 15 percent of the households in the franchise area; or (c) a multichannel video programming distributor operated by the franchising authority for that franchise area offers video programming to at least 50 percent of the households in that franchise area.)

1. a. Name (s) and address(es) of cable system(s) and associated FCC community unit identifier(s) within your jurisdiction. (Attach additional sheets if necessary.)

Cable System's Name Viacom Cable		
Mailing Address 1710 Salem Industrial Dr. N.E.		
City Salem	State OR	ZIP Code 97303
Cable System's FCC Community Unit Identifier: ORO227		

Cable System's Name		
Mailing Address		
City	State	ZIP Code
Cable System's FCC Community Unit Identifier:		

2. b. Name (s) of system(s) and associated community unit identifier(s) you claim are subject to regulation and with respect to which you are filing this certification. (Attach additional sheets if necessary.)

Name of System Viacom Cable	Community Unit Identifier ORO227
--------------------------------	-------------------------------------

Name of System	Community Unit Identifier
----------------	---------------------------

2. c. Have you served a copy of this form on all parties listed in 2.b.1? ☒ Yes ☐ No

Signature
Title City Manager
Date October 5, 1993

WILLFUL FALSE STATEMENTS MADE ON THIS FORM ARE
PUNISHABLE BY FINE AND/OR IMPRISONMENT (U.S. CODE
TITLE 18, SECTION 1001).

Return the original and one copy of this certification form (as indicated in Instructions), along with any attachments, to:
Federal Communications Commission
Attn: Cable Franchising Authority Certification
P.O. Box 18539
Washington, D. C. 20036

INSTRUCTIONS FOR FCC 328 FRANCHISING AUTHORITY CERTIFICATION

1. The Cable Television Consumer Protection and Competition Act, enacted in October 1992, changes the manner in which cable television systems that are not subject to effective competition are regulated. In general, rates for the basic service tier (the tier required as a condition of access to all other video services and containing, among other services, local broadcast station signals and public, educational, and public access channels) and associated equipment will be subject to regulation by local or state governments ("franchising authorities"). Rates for cable programming services and associated equipment (all services except basic and pay channels) will be subject to regulation by the FCC. Rates for pay channels (channels for which there is a specific per-channel or per-program charge) are not regulated.
2. Only cable systems that are not subject to effective competition may be regulated. Effective competition means that (a) fewer than 30 percent of the households in the franchise area subscribe to the cable service of a cable system; (b) the franchise area is (i) served by at least two unaffiliated multichannel video programming distributors each of which offers comparable video programming to at least 50 percent of the households in the franchise area; and (ii) the number of households subscribing to programming services offered by multichannel video programming distributors other than the largest multichannel video programming distributor exceeds 15 percent of the households in the franchise area; or (c) a multichannel video programming distributor operated by the franchising authority for that franchise area offers video programming to at least 50 percent of the households in that franchise area.
3. In order to regulate basic service tier rates, a franchising authority must be certified by the FCC. In order to be certified, a franchising authority must complete this form. An original and one copy of the completed form and all attachments must be returned to the FCC by registered mail, return receipt requested, to the FCC at the address on the form.
4. A copy of the form must be served on the cable operator by first-class mail on or before the date the form is sent or delivered to the FCC.
5. The franchising authority's certification will become effective 30 days after the date stamped on the postal return receipt unless otherwise notified by the Commission by that date. The franchising authority cannot begin to regulate rates, however, until it has actually adopted the required regulations (see below) and until it has notified the cable operator that it has been certified and that it has adopted the required regulations.
6. In order to be certified, franchising authorities must answer "yes" to Questions 3, 4, and 5, which are explained as follows:
7. Question 3: The franchising authority must adopt rate regulations consistent with the Commission's regulations for basic cable service. To fulfill this requirement for certification, the franchising authority may simply adopt a regulation indicating that it will follow the regulations established by the FCC.

The franchising authority has 120 days to adopt these regulations after the time it is certified. The franchising authority may not, however, begin to regulate cable rates until after it has adopted these regulations and until it has notified the cable operator that it has been certified and has adopted the required regulations.

8. Question 4(a): The franchising authority's "legal authority" to regulate basic service must come from state law. In some states, only the state government may regulate cable rates. In those states, the state government should file this certification. Provisions in franchise agreements that prohibit rate regulation are void, and do not prevent a franchising authority from regulating the basic service tier and associated equipment.

Question 4(b): The franchising authority must have a sufficient number of personnel to undertake rate regulation.

A franchise authority unable to answer "yes" to questions 4(a) or 4(b) may wish to review the FCC's Report and Order in Docket 92-266, FCC 93-177 (released May 3, 1993) for further information on the establishment of alternative federal regulatory procedures.

9. Question 5: Franchising authorities must have procedural regulations allowing for public participation in rate regulation proceedings. If a franchising authority does not have these regulations already in place, it must adopt them within 120 days of certification and before it may undertake rate regulation.
10. Question 6: Most cable systems are not subject to effective competition, as defined by the Cable Act. (The definition is included above and on the form.) The franchising authority may presume that the cable system in its jurisdiction is not subject to effective competition.

For purposes of applying the definition of effective competition (see Item 2 above), "multichannel video programming distributors" include a cable operator, a multichannel multipoint distribution service, a direct broadcast satellite service, a television receive-only satellite program distributor, a video dialtone service, and a satellite master antenna television system. A multichannel video programming distributor's services will be deemed "offered" when they are both technically and actually available. Service is "technically available" when the multichannel distributor is physically able to deliver the service to a household wishing to subscribe, with only minimal additional investment by the distributor. A service is "actually available" if subscribers in the franchise area are reasonably aware through marketing efforts that the service is available. Subscribership of those multichannel video programming distributors offering service to at least 50 percent of the households in a franchise area will be aggregated to determine whether at least 15 percent of the households in the franchise area are served by competitors. A multichannel video programming distributor must offer at least 12 channels of programming, at least one channel of which is nonbroadcast, to be found to offer "comparable" video programming.

11. This certification form must be signed by a government official with authority to act on behalf of the franchising authority.

FCC NOTICE TO INDIVIDUALS REQUIRED BY THE PRIVACY ACT AND THE PAPERWORK REDUCTION ACT

The solicitation of personal information in this form is authorized by the Communications Act of 1934, as amended. The Commission will use the information provided in this form to determine if the franchise authority should be authorized to regulate cable rates. In reaching that determination, or for law enforcement purposes, it may become necessary to refer personal information contained in this form to another government agency. All information provided in this form will be available for public inspection. Your response is required to obtain the requested authority.

Public reporting burden for this collection of information is estimated to average 30 minutes, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Federal Communications Commission, Records Management Division, AAAD-PWS, Washington, D.C. 20554, and to the Office of Management and Budget, Paperwork Reduction Project (3060-0550), Washington, D.C. 20503.

THE FOREGOING NOTICE IS REQUIRED BY THE PRIVACY ACT OF 1974, P.L. 93-579, DECEMBER 31, 1975, 5 U.S.C. 522a(a)(3) AND THE PAPERWORK REDUCTION ACT OF 1980, P.L. 96-511, DECEMBER 11, 1980, 44 U.S.C. 3507.

1
2 **CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON**

3 **Resolution R93-_____**

4 **AUTHORIZING THE FILING OF THE CABLE RATE REGULATION CERTIFICATION**
5 **WITH THE FEDERAL COMMUNICATIONS COMMISSION**
6

7 **WHEREAS, the Cable Television Consumer Protection and Competition Act of 1992**
8 **("the 1992 Cable Act") provided that the rates of every cable system not subject to effective**
9 **competition shall be subject to regulation by the Federal Communications Commission ("the**
10 **FCC") or by a franchising authority certified by the FCC to the extent authorized by the**
11 **1992 Cable Act;**

12 **WHEREAS, the City of Keizer is a franchising authority within the meaning of the**
13 **1992 Cable Act;**

14 **WHEREAS, the cable system franchised by the City of Keizer is not subject to**
15 **effective competition within the meaning of the 1992 Cable Act; NOW, THEREFORE;**

16 **BE IT RESOLVED by the Council of the City of Keizer to authorize the City**
17 **Manager to file a written certification with the FCC to the effect that the City:**

18 **will adopt and administer rate regulation rules in accordance with FCC rules and**
19 **regulations;**

20 **has the authority to adopt and the personnel to administer such rules and**
21 **regulations;**

22 **will ensure that all procedures in rate regulation provide a reasonable opportunity**
23 **for consideration of the views of interested parties.**

24 **BE IT FURTHER RESOLVED that a copy of the written certification shall be**
25 **provided to the franchisee before mailing to the FCC.**
26
27
28
29

1
2 **BE IT FURTHER RESOLVED** that rules for rate regulation will be adopted by the
3
4 **Council within 120 days after certification becomes effective.**
5

6
7 **PASSED** this ____ day of _____, 1993
8

9 **SIGNED** this ____ day of _____, 1993.
10

11
12
13 _____
14 **Mayor**

15
16
17 _____
18 **City Recorder**
19
20
21



City of Keizer

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

CITY COUNCIL MEETING: October 4, 1993

AGENDA ITEM NUMBER: 7b

TO: MAYOR KOHO AND CITY COUNCIL MEMBERS

THROUGH: DOTTY TRYK *Dotty*
CITY MANAGER

FROM: WALLY G. MULL
PUBLIC WORKS DIRECTOR

SUBJECT: TRUCK PURCHASE (WATER DEPARTMENT)

BACKGROUND:

On July 19, 1993 the City of Keizer Public Works Department requested bids for a new pick-up truck for the Water Department. Bids were closed on September 24, 1993. Four bids were received and opened:

Chuck Colvin Auto Center	\$12,980.60
MacKenzie Ford	\$13,340.60
Landmark Ford	\$13,525.00
Gresham Ford	\$14,475.10

RECOMMENDATION:

It is recommended the City Council adopt the attached resolution awarding the bid to Chuck Colvin Auto Center for the purchase of a new public works vehicle at a price of \$12,980.60, and authorize the City Manager to sign the appropriate contracts.

1
2
3
4
5
6
7
8
9
0
.
:

Resolution R93-_____

**AWARDING OF BID FOR
KEIZER WATER DEPARTMENT TRUCK**

WHEREAS, an invitation to bid was submitted for a new pick-up truck for the Keizer Public Works Department;

WHEREAS, on September 24, 1993, four bids were opened. Low bidder on the vehicle was Chuck Colvin Auto Center with a bid of \$12,980.60; NOW, THEREFORE;

BE IT RESOLVED by the City Council of the City of Keizer to award the bid to **Chuck Colvin Auto Center** and authorize the City Manager to sign the necessary contracts.

PASSED this _____ day of _____, 1993

SIGNED this _____ day of _____, 1993.

Mayor

City Recorder

MINUTES

KEIZER CITY COUNCIL

Monday, September 20, 1993

Robert L. Simon Council Chambers
Keizer City Hall

CALL TO ORDER

Mayor Koho called the regular meeting to order at 7:35 p.m.
Roll call was taken as follows:

Present

Dennis Koho, Mayor
Jim Keller, Councilor
Jerry McGee, Councilor
Al Miller, Councilor
Chet Patterson, Councilor
Jerry Watson, Councilor
Marlene Wellin, Councilor

Staff

Dotty Tryk, City Manager
John Morgan, Community Development Director
Wally Mull, Director of Public Works
Charles Stull, Chief of Police
Kevin Wickman, Parks Director
Shannon Johnson, City Attorney
Tracy L. Davis, City Recorder

PUBLIC TESTIMONY

Marilyn Huntsman, 1139 Cynthia Court North, Keizer cited her concerns for the 24-hour noise pollution being created by the trucks traveling on Windsor Island and Lockhaven roads. She asked the City to monitor this problem and hopefully find a solution.

Mayor Koho stated the noise pollution could be a violation of the City's noise ordinance. He asked City Manager Tryk to look into the situation.

COMMITTEE REPORTS

Planning Commission Appointments

City Manager, Dotty Tryk advised the Volunteer Coordinating Committee had recommended the reappointment of Marty Matiskainen and the appointment of Denny Muchmore to the Keizer Planning Commission for terms of three years.

Councilor Watson stated these were excellent nominations.

Councilor Watson moved to reappoint Marty Matiskainen and to appoint Denny Muchmore to the Keizer Planning Commission for three-year terms each. Councilor McGee seconded the Motion.

The Motion passed unanimously as follows:

AYES: Keller, Koho, McGee, Miller, Patterson, Watson and Wellin (7)

NAYS: None (0)

ABSTENTIONS: None

ABSENT: None

Community Policing Committee Appointments

Mayor Koho announced the following appointments to the Community Policing Committee:

Geographical Residential

District 1 - Mollie Smith

District 2 - Candice Phillips

District 3 - Jimmie C. Duke

District 4 - John Copeland

Geographical Business

District 1 - Kim Girouard

District 2 - Dr. James Warner

District 3 - Tom Dieker

District 4 - Joe Coons

Geographical Neighborhood Watch

District 1 - Diane Reinwald

District 2 - (VACANT)

District 3 - Jay Gordon

District 4 - Manny Martinez

Geographical Neighborhood Association

McNary Association - Donn Nissen

Minority Community Representative
J.J. Garza
McNary High School
Student Council President
Police Labor Representative
Alan McCowan
Police Supervisory Representative
Sgt. Kent Barker
Police Administration
Lt. Bruce Jenness
Senior Citizen Representative
Chalmers Jones
School District Representative
Al Bacheller
Public Works/City Services Representative
Wally Mull
Keizer City Council Members
Chet Patterson
Jim Keller
Keizer Fire District Representative
Greg Frank
Keizer City Council Appointed Representatives
(VACANT)
(VACANT)

Mayor Koho suggested the Council appoint Christine Garcia and Ed Davis as the City Council Appointed Representatives.

Councilor Patterson moved to appoint Christine Garcia and Ed Davis as the City Council Appointed Representatives to the Community Policing Committee. Councilor Keller seconded the Motion.

The Motion passed unanimously as follows:

AYES: Keller, Koho, McGee, Miller, Patterson, Watson and Wellin (7)

NAYS: None (0)

ABSTENTIONS: None

ABSENT: None

**PUBLIC HEARING
AND
DELIBERATION**

**Clear Lake Area
Comprehensive Plan
Land Use
Amendment**

Mayor Koho reopened the public hearing which was continued from September 7, 1993.

Community Development Director John Morgan reviewed the changes made to the Ordinance that outline the density factor, maximum amount allowed for multi-family units, and required conditions prior to granting building permits.

There was no testimony to come before the Council.

Mayor Koho closed the public hearing.

Councilor Patterson moved for adoption of an Ordinance Adopting Legislative Amendments to the Keizer Comprehensive Plan and Keizer Zoning Ordinance Regarding the CAWS Property and the Clear Lake Properties (Amending Ordinance Nos. 87-077 and 87-078). Councilor Watson seconded the Motion.

The Motion passed unanimously as follows:

AYES: Keller, Koho, McGee, Miller, Patterson, Watson and Wellin (7)

NAYS: None (0)

ABSTENTIONS: None

ABSENT: None

**ADMINISTRATIVE
ACTION**

**Keizer Little
League Park
Alternative Uses**

Mayor Koho advised that this matter will be referred to a committee consisting of Council members, Keizer Little League representatives and Parks representative for further discussion. The Council agreed by consensus to remove this item from the agenda.

**ORDINANCE -
Keizer Park
Regulations**

Parks Director, Kevin Wickman discussed the proposed changes to the current ordinance. These changes include the extension of park hours for Keizer Little League Park, amendments to the Noise Ordinance and specifying the type of weapons which are prohibited from being discharged in the Parks.

Councilor Patterson moved for adoption of the Ordinance Establishing Keizer Park Regulations (Repealing Ordinance 93-253). Councilor McGee seconded the Motion.

The Motion passed unanimously as follows:

AYES: Keller, Koho, McGee, Miller, Patterson, Watson and Wellin (7)
NAYS: None (0)
ABSTENTIONS: None
ABSENT: None

CONSENT CALENDAR

The Consent Calendar consisted of the following:

- a. RESOLUTION - Certification of Lighting District Accounts
- b. RESOLUTION - Orchard Crest Phase 3 Street Lighting Local Improvement District
- c. Housing Issues
- d. Approval of September 7, 1993 Regular Session Minutes

Councilor McGee pulled items "a" and "b" from the Consent Calendar.

Councilor McGee moved for approval of the remaining items on the consent calendar. Councilor Watson seconded this Motion.

The Motion passed with the following votes:

AYES: Keller, Koho, McGee, Miller, Patterson, Watson and Wellin (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

Items "a" and "b"

Councilor McGee voiced his concern that the addition of a 10% administrative fee which is added to the electricity charges

during the certification process is excessive. He asked staff to provide documentation for this administrative fee.

Councilor Watson concurred to have staff provide a report for future reference. Councilor Keller asked what the administrative costs cover. Public Works Director Wally Mull stated this covers the time and expense for the administration of the 94 lighting districts within the City of Keizer.

Mayor Koho suggested we pass these items tonight and further investigate the administrative fee.

Councilor Keller moved for a Resolution for the Certification of Lighting District Amounts. Councilor Patterson seconded the Motion.

Councilor McGee stated this matter will not go away and should be investigated at this time. Mayor Koho stated even if the motion passes, he will be asking staff to return with a report in October.

The Motion passed as follows:

AYES: Keller, Koho, Patterson, Watson and Wellin (5)

NAYS: McGee and Miller (2)

ABSTENTIONS: None

ABSENT: None

Councilor Keller moved for a Resolution for Orchard Crest Phase 3 Street Lighting Local Improvement District. Councilor Patterson seconded the Motion.

The Motion passed as follows:

AYES: Keller, Koho, Patterson, Watson and Wellin (5)

NAYS: McGee and Miller (2)

ABSTENTIONS: None

ABSENT: None

OTHER BUSINESS

Councilor Patterson asked for update on school district streets. City Manager Tryk advised she is still awaiting a response from the school district.

Councilor McGee inquired if we had submitted the Federal Communications Commission form 328 to certify the regulation of "basic" cable rates. City Manager Tryk advised this should be on the October 4, 1993 agenda.

Councilor McGee asked if the City has a Policy for applying for State or Federal grants. In response to Councilor McGee's question, City Manager Tryk advised there is not a policy but staff can draft a procedure and bring it back to the Council for review.

**WRITTEN
COMMUNICATION**

There was no written communication to come before the Council.

**EXECUTIVE
SESSION**

The Council meeting recessed at 8:17 p.m. to enter an Executive Session pursuant to ORS 192.660(1)(d) - Labor Negotiations.

The Executive Session adjourned at 9:03 p.m.

AGENDA INPUT

Mayor Koho noted the agenda input items listed on the Agenda.

ADJOURNMENT

The meeting was adjourned at 9:04 p.m.

TRACY L. DAVIS
City Recorder

APPROVED:

MAYOR:



City of Keizer

930 Chemawa Rd. N.E. • P.O. Box 21000

Keizer, Oregon 97307-1000 • (503) 390-3700 • Fax # 393-9437

CITY COUNCIL MEETING: October 4, 1993

AGENDA ITEM NUMBER: 9a

TO: MAYOR KOHO AND CITY COUNCIL MEMBERS

FROM: DOTTY TRYK *Dotly*
CITY MANAGER

SUBJECT: FEMA FLOOD INSURANCE REPORT

Public Works Director, Wally Mull will give an oral presentation on the FEMA Flood Insurance Report.

"Pride, Spirit and Volunteerism"

PUBLIC TESTIMONY

IF YOU ARE INTERESTED IN ADDRESSING THE COUNCIL ON AN ISSUE NOT LISTED ON THE AGENDA OR AN ITEM ON THE AGENDA NOT SCHEDULED FOR A PUBLIC HEARING, PLEASE FILL OUT THE INFORMATION BELOW AND GIVE TO THE CITY RECORDER OR STAFF GREETER PRIOR TO THE START OF THE MEETING. THE MAYOR WILL RECOGNIZE YOU AND ASK FOR YOUR TESTIMONY AT EITHER THE PUBLIC TESTIMONY SECTION OF THE MEETING OR THE APPROPRIATE AGENDA ITEM.

EACH PERSON'S COMMENTS WILL BE LIMITED TO FIVE MINUTES.

Name: Allan Hayes Vogel

Address: 474 Sandy Drive N-
Keizer, OR 97303

Subject or Agenda Item Number: _____

Wall at end of Sandy Drive

Your Comments:

Proponent _____ Opponent _____ General X

Date _____

**WILLAMETTE UN. TESTED HOUSES
LIQUOR LICENSE APPLICATION**

DATE: **10-4-83**

PLACE: **COUNCIL CHAM**

PLACE: **COUNCIL CHAMBERS**

TIME: 7:30 PM

[illegible]