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
Monday, September 18, 1995
7:00 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 or listed on the agenda.

4. COMMITTEE REPORTS

   a. Volunteer of the Quarter Award

5. PUBLIC HEARINGS

   a. ORDINANCE - Preservation/Replacement of Trees

   b. Salem-Keizer Schools Draft School Facility Study

6. ADMINISTRATIVE ACTION

7. CONSENT CALENDAR

   a. RESOLUTION - Certification of Delinquent Sewer Accounts

   b. Keizerbrau Liquor License - Change of Ownership

   c. Approval of September 5, 1995 Regular Session Minutes

8. <u>OTHER BUSINESS</u>

This time is provided to allow the Mayor, Council, City Manager and Department Heads an opportunity to bring matters before the Council which are not on tonight's agenda.

a) Mayor and Council Members
b) City Manager and Department Heads

9. <u>WRITTEN COMMUNICATIONS</u>

To inform the Council of significant written communications and petitions.

10. <u>AGENDA INPUT</u>

OCTOBER 2, 1995

<u>6:30 p.m. Urban Renewal Agency Meeting</u>

- Appointment to River Road Redevelopment Board (Mayor's Position)
- Sign Grant Request Criteria/Procedure
- Sign Grant Requests

<u>7:00 p.m. City Council Meeting</u>

- Chemawa Activity Center Plan Briefing
- Keizer Police Department Recruiting Plan
- Certification of 1994-95 Lighting Districts

OCTOBER 9, 1995

<u>5:30 p.m. City Council Work Session</u>

- Keizer Development Code

OCTOBER 16, 1995

<u>7:00 p.m. City Council Meeting</u>

- Chemawa Activity Center Plan Public Hearing

11. <u>ADJOURN</u>

Upon request, auxiliary aids and/or special services for those with disabilities will be provided. To request services, please contact us at 390-3700 or through Oregon Relay 1-800-735-2900 at least two working days (48 hours) in advance.

CITY COUNCIL MEETING: September 18, 1995

AGENDA ITEM NUMBER: 4a

TO: **MAYOR KOHO AND CITY COUNCIL MEMBERS**

THROUGH: **DOTTY TRYK**
CITY MANAGER

FROM: **TRACY L. DAVIS** tracy
CITY RECORDER

SUBJECT: **VOLUNTEER OF THE QUARTER AWARD**

ISSUE:

The Volunteer Coordinating Committee recently selected Sam Goesch as the recipient of the Volunteer of the Quarter Award. Mr. Goesch was recognized for his contributions on the Keizer Planning Commission and the Governmental Affairs Committee. A clock will be presented to Mr. Goesch at the meeting for his valuable contributions to the City of Keizer.

CITY COUNCIL MEETING: Sept. 18, 1995
AGENDA ITEM NUMBER: 5a

TO: MAYOR AND CITY COUNCIL

THROUGH: DOTTY TRYK,
CITY MANAGER

FROM: JOHN N. MORGAN, AICP
COMMUNITY DEVELOPMENT DIRECTOR

SUBJECT: PUBLIC HEARING
ZONING ORDINANCE AMENDMENT-
PRESERVATION OF TREES AND LANDSCAPING IN NEW DEVELOPMENT

DISCUSSION:

Before the Council tonight for public hearing is a proposed amendment to the zoning ordinance which was developed by the Tree Committee. This new section will require the submittal of a landscaping plan with all land use actions and building permits.

The plan must include an inventory of existing trees, identification of trees to be removed, and a plan for new landscaping. There are two major provisions of the amendment which differ from the existing code:

- The landscaping standards today only apply to land use actions and may be required as a condition of approval. With the proposed change, the standards are required of all land use actions and building permits.
- The standards allow the city to require the replacement of any significant trees removed with 2 new trees.

RECOMMENDATION:

It is recommended Council:

1. Conduct and close the public hearing;
2. Give staff direction on any amendments; and,
3. Direct staff to finalize the findings and return with an ordinance for adoption.

BILL NO. _____ | A BILL FOR AN ORDINANCE | ORDINANCE NO. 95-__________

A BILL

FOR

AN ORDINANCE

REQUIRING PRESERVATION OF TREES AND LANDSCAPING IN NEW DEVELOPMENTS; AMENDING KEIZER ZONING ORDINANCE (ORDINANCE NO. 87-078)

The City of Keizer ordains as follows:

Section 1. FINDINGS. The Keizer City Council hereby adopts the findings attached as Exhibit "A" and by this reference incorporated herein.

Section 2. AMENDMENT OF KZO 18.09. Ordinance No. 87-078 (Keizer Zoning Ordinance) is amended at Section 18.09 (Landscaping). The new Section 18.09 shall read as follows:

18.09 LANDSCAPING PLAN.

(a) All applications for land use approvals, and applications for building permits shall include a site plan which identifies the following:

(1) The existing significant trees identified by their common names, along with the size of such significant trees. Existing significant trees shall include any trees which were removed within the one-year period prior to the date the application was first submitted.

(2) Which significant trees are proposed to be removed, or have been removed within the past year.

(3) Which significant trees are to be left standing and what steps will be taken to protect and preserve those trees.

(4) Location, size and type of replacement trees proposed to be added, if any.

(5) Development in commercial and industrial zones shall also show the following on the site plan:

(i) The layout of irrigation systems.

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Attorneys at Law
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Keizer, Oregon 97303
(503) 390-1635

(ii) The location of all plantings (other than significant trees) by common names, together with their size at time of planting or expected coverage within five (5) growing seasons.

(iii) The location and type of ground cover.

(iv) The size and configuration of other landscaping features.

(b) As used herein, "significant trees" are trees having a height of more than fifty (50) feet and/or having a trunk whose diameter is more than twelve (12) inches at ground level.

(c) The City recognizes that factors such as disease, safety concerns, and site development requirements may require removal of mature trees. Depending on these factors, the City of Keizer may require removal of mature trees. Development of the property in conformance with an approved landscaping site plan shall be a condition of land use approval or building permit. The City may require that significant trees that are removed (including trees removed within the year prior to the application) be replaced at the rate of up to two new trees for each significant tree removed. Replacement trees shall have a trunk, when measured at six (6) inches above ground level, of at least one and one-quarter (1¼) inches when planted, and shall be a type that will be at least twelve (12) inches in diameter at ground level when fully mature.

(d) The above provisions include and apply to all significant trees located in any public right-of-way adjacent to or on the subject property.

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Keizer, Oregon 97303
(503) 390-1635

Section 3. EMERGENCY. This Ordinance being necessary for the immediate preservation of the public health, safety, and welfare, an emergency is declared to exist and this Ordinance shall take effect immediately upon its passage.

PASSED this _____ day of _______________, 1995.

SIGNED this _____ day of _______________, 1995.

____
Mayor

____
City Recorder

4152COK2.004

LIEN, HOBSON & JOHNSON
Attorneys at Law
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Keizer, Oregon 97303

FINDINGS

(Findings to be developed.)

EXHIBIT "A"
Page 1 of 1

CITY COUNCIL MEETING: Sept. 18, 1995

AGENDA ITEM NUMBER: 5b

TO: MAYOR AND CITY COUNCIL

THROUGH: DOTTY TRYK,
CITY MANAGER

FROM: JOHN N. MORGAN, AICP
COMMUNITY DEVELOPMENT DIRECTOR

SUBJECT: PUBLIC HEARING -
SCHOOL FACILITY STUDY - SALEM/KEIZER PUBLIC SCHOOLS

BACKGROUND:

This public hearing is the first of two leading to the adoption of the School District's Facility Master Plan. The Plan, according to state statute, must be adopted by the local governments as elements of their Comprehensive Plans, as well as by the School District. Keizer and Salem will consider the document for adoption after adoption by the School Board.

This hearing is informational and intended to help the Council prepare comments for transmittal to the School District as the final plan draft is completed. A formal Comprehensive Plan amendment public hearing will be held after School Board action which is expected to occur sometime in October.

Marty Matiskainen of the Planning Commission and John Morgan of the Community Development Department have both participated in the Coordinating Committee for the project. Mr. Morgan also sits on the Technical Advisory Committee.

DISCUSSION:

The Facility Master Plan is intended to identify school facility needs for the next 20 years and present a plan for meeting those needs.

Highlights of the draft plan that are relevant to Keizer include the following:

Page	Highlight
8	Establishment of 26.5 students per classroom as the planning standard.
9	Elementary School capacity
12	Middle School capacity
13	High School capacity
19	Elementary School population projections showing Keizer school population growing beyond existing capacity.
21	Middle School population projections showing Keizer school population growing beyond existing capacity.
22	High School population projections showing Keizer school population staying within capacity.
32	Map showing new Keizer elementary school in the SEKNA neighborhood.
33	Map showing new Keizer middle school in the SEKNA neighborhood.
41	Figure showing new Keizer elementary school to be constructed in 2003 as a starter school and completed in 2015 as a full school.
46	Figure showing 1st of 2 new middle schools built in 2009 and 2nd built in 2014. No identification of which school, Keizer or South, will be built first.

Staff is generally supportive of the draft document, with the exception of the timing for the new middle school.

The assumption used in the planning process is that the new middle schools will not be built until they can open with a significant percentage of their capacity population, which is 925 to 1,000 students (page 34). This means Whiteaker will remain at its current overcrowded state until 2009 at best unless other programmatic changes are made to relieve the overcrowding. No provisions are made in the plan for any alternatives.

RECOMMENDATION:

It is recommended Council:

1. Conduct the public hearing;
2. Close the hearing followed by development of any comments on the draft plan; and
3. Direct the Staff to transmit the comments to the School District.

School Facilities Study

Capacity, Growth, and Siting for Future Facilities

August 1995

LEARNING FOR A LIFETIME

SALEM•KEIZER
PUBLIC SCHOOLS

School Facilities Study

Capacity, Growth, and Siting for Future Facilities

August 1995

Table of Contents

List of Figures

Facility Needs

Facility Development

List of Tables

Introduction

Existing Facilities

Facility Needs

Facility Development

Coordinating Committee Members

Sharon Gray, Chair	Salem-Keizer School Board
C. Ralph Blanchard	Polk County Board of Commissioners
Loren Collins	Salem City Council
Jeanean West Craig	Salem-Keizer School Board
Darr Goss	Salem Planning Commission
Michael Jarvis	Polk County Planning Commission
Marcia Kelly	Salem Area Transit District
Marty Matiskainen	Keizer Planning Commission
Roger Vasend	Marion County Planning Commission

Technical Advisory Committee Members

Rob Hallyburton	Marion County Planning Department
Michael Jarvis	Polk County Planning Commission
Marjorie Mattson	Mid-Willamette Valley Council of Governments
Tom McMullen	Salem-Keizer Public Schools, Facilities Planning
Dawn Meier	Salem-Keizer Public Schools, Facilities Planning
John Morgan	City of Keizer Community Development Department
Julie Powell	Mid-Willamette Valley Council of Governments
Clarence Pugh	Salem Area Transit District
Russ Richards	Salem Parks and Recreation
Cindy Sasse	Salem-Keizer Public Schools, Facilities Planning
Mike Unger	Mid-Willamette Valley Council of Governments
Cecilia Urbani	City of Salem Planning Department

The School Facility Study was prepared by the Mid-Willamette Valley Council of Governments in cooperation with the Salem-Keizer School District.

The Salem-Keizer School District would like to thank the Department of Land Conservation and Development for the Technical Assistance Grant to assist the district in funding the study.

Executive Summary

The Salem-Keizer School District, in cooperation with the Cities of Salem and Keizer, Marion and Polk Counties, and the Salem Area Transit District, worked cooperatively to developed a long-range school facilities study (Study). The Study helps the school district and local governments plan for anticipated school age population growth over the next 20 years.

The Study inventories existing facilities, forecasts school age population growth within the school district, determines the number, by type, of schools needed over the planning period as well as the approximate location of the needed facilities, identified needed public improvements, and sets forth a schedule for site acquisition. The Study is designed to meet the school facility planning requirements of Oregon Revised Statute (ORS) 195.110.

The Salem-Keizer School District is at or near capacity for elementary, middle, and high schools. The school age population is expected to grow by an additional 38 percent (nearly 12,000 students) over the next 20 years. The greatest growth is expected in the South and West Salem areas. This growth translates into the need for nine additional elementary schools and two additional middle schools. The school district's 21st Century High School Advisory Committee recommends that future high school capacity demands be met by additions, remodeling, and operational changes at the existing high schools for the next five years. The Study will be revised by January 31, 1998, to update the high school portion of this document.

Recognizing the importance of the current inventory of facilities, the Study does not propose to close any existing schools. Approximately 40 million dollars was assigned from the 1992 Bond Fund to improve elementary, middle, and high school buildings. The current capital improvement program includes earthquake proofing and other physical improvements.

The Study reaffirms the importance of anticipating the need for new facilities. The availability of suitable school sites continues to decline as the Salem-Keizer urbanizable area develops. Therefore, the school district should attempt to acquire sites at least ten years in advance of the need for a new school. The Study identifies general areas where schools will be needed and establishes criteria to evaluate school sites.

The Study sets forth a framework for assessing needed facilities and improvements to existing facilities. However, the Study is just the starting point. It must be continually monitored and updated to reflect growth patterns and changes in educational programs.

Introduction

Scope and Objectives

The Salem-Keizer School District, in cooperation with the Cities of Salem and Keizer, Marion and Polk Counties, and the Salem Area Transit District, developed a long-range school facilities study (Study). The Study helps the school district and local governments plan for anticipated school age population growth over the next 20 years.

The Study is a comprehensive evaluation of future school facility requirements. Primary objectives include:

- Inventory of existing facilities to determine current capacity and needed improvements;
- Forecast of school age population growth within the Salem-Keizer metropolitan area over the next twenty years;
- Recommended siting criteria for new school facilities;
- Identification of potential areas for additional school facilities;
- Review and analysis of alternatives to new school construction and major renovation; and
- Site acquisition and facility development schedules.

The Salem-Keizer metropolitan area is projected to grow from approximately 175,000 in 1995 to 245,000 in 2015. School age population is expected to grow from 30,968 to approximately 42,700 during the same period, a 38 percent increase.

Statutory Requirements (ORS 195.110)

In 1993, the Oregon Legislature enacted a law requiring long-range facility planning for large, high growth school districts (ORS 195.110)[1]. A high growth school district is defined as a district with:

- An enrollment of over 5,000 students; and
- An increase in student enrollment of six (6) percent or more during the three (3) most recent school years.

The Salem-Keizer School District meets both criteria. District enrollment is nearly 31,000 and the student enrollment increased more than 10 percent over the last three years. The following table (**Table 1-1**) summarizes the school district's growth over the last eight years.

[1]A copy of ORS 195.110 is provided in the ***Technical Supplement***, **Oregon Statutes and Rules.**

Table 1-1

**Salem-Keizer School District First Quarter Enrollment Figures (Grades K-12)
1986-87 to 1993-94**

Year	Enrollment	Annual Growth	Three-Year Growth Rate
1986-1987	25,213		
1987-1988	25,844	2.50%	
1988-1989	26,669	3.19%	
1989-1990	27,103	1.63%	7.50%
1990-1991	27,893	2.91%	7.93%
1991-1992	29,210	4.72%	9.53%
1992-1993	30,225	3.47%	11.52%
1993-1994	30,735	1.69%	10.19%

Source: Salem-Keizer School District

Process

Early in 1994, Salem-Keizer Schools applied for and received a Technical Assistance Grant from the Department of Land Conservation and Development to conduct a School Facilities Study. The School contracted with the Mid-Willamette Valley Council of Governments (MWVCOG) to serve as project manager.

Staff members from the Cities of Salem and Keizer, Marion County, and the Salem Area Transit District served on a Technical Advisory Committee (TAC). The TAC developed the Scope of Work and provided technical assistance.

The Salem-Keizer School Board, the Transit District, the Salem and Keizer City Councils, and the Marion and Polk County Board of Commissioners appointed representatives to a Coordinating Committee.

The Coordinating and Technical Advisory Committees reviewed and approved elements of the Study. Preliminary information regarding school age population projections, existing school facility capacity, alternative educational programs, and recommended siting criteria was presented to the public at six presentations in the spring of 1995. Two additional public meetings were held in June 1995 to allow for public review of the draft Study before it was forwarded to local jurisdictions and the school board.

Study Outline

The Study is divided into five chapters:

The *Introduction* chapter defines the scope and objectives, outlines the statutory requirements, and reviews the Study process.

In the second chapter, ***Existing School Facilities***, facility capacity is assessed, improvements completed as a result of a bond measure in 1992 are summarized, and needed facility improvements are outlined.

Future ***Facility Needs*** are analyzed in the third chapter. The Study compares projected school age population with current building capacities. Needed facilities are assessed. Alternative educational programs are reviewed.

The fourth chapter, ***Facility Development***, reviews funding options for school facility development. Desirable site acquisition and development schedules are provided.

Finally, Study findings and recommendations for future steps are summarized in the ***Conclusion***. The final decision on program designs and additional facilities is the responsibility of the Salem-Keizer School Board.

A ***Technical Supplement*** under a separate cover accompanies this study. Items included are listed at the end of this document.

Existing Facilities

Existing School District Facilities

During the 1994-1995 school year there were 39 elementary, six middle, and five high schools, serving nearly 31,000 students. The district is currently in a building program, funded by a 96 million dollar bond program passed in 1992. The building program funded numerous improvements to existing schools and provided for the development of four middle schools and two elementary schools. A copy of the 1994-95 Quarterly Board Report on the 1992 Bond Fund is found in the ***Technical Supplement*** under **Facility Improvements.**

Salem-Keizer School District is committed to the maximum utilization of existing school facilities. The 1992 Bond fund provided $40 million for the improvement of existing facilities. This Study does not contemplate the closure of any existing facilities with the exception of Leslie Middle School. A planned replacement facility is currently delayed pending a decision by the Land Use Board of Appeals (LUBA). This decision is not anticipated prior to November 1995.

Criteria to Assess School Capacity

ORS 195.110 requires the school district to adopt objective criteria to assess facility capacity. The local jurisdictions are required to adopt the criteria, "to the greatest extent possible," to evaluate ordinance or comprehensive plan changes that impact residential densities. The capacity criteria cannot be used to enact a development moratorium.

School capacity is a function of:

- The number of classrooms and support facilities available;
- The number of students per classroom; and
- The operation of the school (i.e., hours of operation, school calendar, etc.).

The Study establishes a students per classroom ratio. The Study evaluates capacity at 26 students per classroom for kindergarten through second grade (K-2) and 27 students per classroom for the third through the twelfth grades (3-12)[2].

The number of available classrooms is not a static figure. The school district uses portable classrooms to accommodate localized capacity constraints. The Study acknowledges that the use of portable classrooms continues as a method to increase capacity at certain schools. However, the Study maintains that portables are a temporary measure to bridge the capacity gap until new or

[2]The Study averages classroom capacity for elementary schools, using a ratio of 26.5 students per classroom.

expanded facilities are constructed, program operations are amended, or boundary adjustments lessen the constraints. The inventory of facilities assesses individual sites and establishes the maximum number of portables each site can accommodate. The difference between the standard school facility capacity and the capacity including the use of portables is called "strain."

The Study calculates standard capacity based on school operation. The Study assumes the continuation of the regular two semester school program, but also provides capacity calculations based on alternative school programs. The alternatives are further explored in the section entitled, **Facility Needs**.

Capacity of Existing Facilities

The following tables (**Tables 2-1, 2-2, and 2-3**) list the existing building capacity for elementary, middle, and high schools. The capacity is assessed using 27 students per classroom ratio (26.5 students per classroom for elementary schools). The strain (regular capacity + the maximum number of portables) is also provided.

Elementary Schools

Elementary schools are divided into six geographically based study areas. Study areas are further described in the section entitled, **Facility Needs**. The maximum building capacity for elementary schools is determined by the number of classrooms. Individual school facility building capacity is multiplied by a factor of .95 and districtwide building capacity is multiplied by a factor of .93. The ratios are to account for:

- Classrooms for special education, integrated social services, and high need students; and
- The inability to fully "load" schools due to geographical and/or transportation boundaries.

Table 2-1

Elementary School Building Capacity By Study Area
26.5 Students per Classroom, Grades K-5, 1995

Study Area/Schools	Classrooms	Building Capacity*	Maximum Portables	Capacity + Portables (Strain)*
1 - West Salem				
Brush College	20	530	2	
Chapman Hill	22	583	0	554
Myers	18	477	4	554
Total	60	1,479	6	1,627
2 - Keizer				
Keizer	28	742	0	705
Cummings	16	424	6	554
Kennedy	15	398	6	529
Gubser	20	530	6	655
Clear Lake	17	451	10	680
Centennial	6	159	0	151
Total	102	2,514	28	3,204
3 - Hayesville				
Lake Labish	5	133	0	126
Hayesville	18	477	6	604
Middle Grove	5	133	0	126
Scott	19	504	6	629
Hazel Green	7	186	2	227
Yoshikai	17	451	10	680
Total	71	1,750	24	2,341

Study Area/Schools	Classrooms	Building Capacity*	Maximum Portables	Capacity + Portables (Strain)*
4 - Southeast Salem				
Swegle	20	530	6	655
Fruitland	4	106	0	101
Four Corners	18	477	4	554
Bethel	4	106	0	101
Auburn	20	530	4	604
M. Eyre	20	530	6	655
Total	86	2,119	20	2,612
5 - South Salem				
Salem Heights	18	477	0	453
Morningside	19	504	2	529
Schirle	19	504	6	629
Liberty	21	557	2	579
Wright	20	530	2	554
Sumpter	20	530	6	655
Pringle	22	583	6	705
Rosedale	9	239	4	327
Total	148	3,647	28	4,338

Study Area/Schools	Classrooms	Building Capacity*	Maximum Portables	Capacity + Portables (Strain)*
6 - Central Salem				
Candalaria	13	345	0	327
Baker	3	80	0	76
Highland	18	477	0	453
Grant	13	345	0	327
McKinley	15	398	0	378
Richmond	18	477	0	453
Bush	17	451	0	428
Hoover	18	477	6	604
Englewood	17	451	0	428
Washington	18	477	4	554
Total	150	3,697	10	3,943
District Total	**617**	**15,206**	**116**	**18,065**

Source: Salem-Keizer School District and MWVCOG

* Capacity and strain are multiplied by .95 for individual schools and .93 for Study area totals and districtwide capacity. See section entitled, **Capacity of Existing Facilities**.

Note: During the 1994-95 school year two new elementary schools opened—Clear Lake and Yoshikai.

There are two "starter" elementary schools in the Salem-Keizer area—Clear Lake and Yoshikai. Five additional classrooms may be added in the future to create a full elementary school. Other existing schools with 17 or less classrooms in size are not considered "starter" schools for the purpose of this study.

Middle and High Schools

The maximum capacity (strain) for middle and high schools is based on several factors:

- The total number of classrooms with the students per classroom ratio; and
- Other program facilities such as the number of work stations in science and computer labs and seating capacity for media centers and cafeterias, etc.

Each facility is assessed individually by the school district and a determination is made as to the total number of students a facility can accommodate at one time, which may include the use of portables. Strain is the point at which there is a serious impact on operations.

The district does not propose any classroom additions to existing middle schools. **Tables 2-2 and 2-3** show the capacity of existing middle and high school facilities.

Table 2-2
Middle School Building Capacity, Grades 6-8, 1995

Middle School	Building Capacity at 27 Students/Class	Maximum Capacity (Strain)*
Crossler	965	1,145
Houck	965	1,145
Judson	965	1,145
Leslie	580	710
Parrish	725	810
Stephens	965	1,145
Waldo	965	1,145
Walker	965	1,145
Whiteaker	965	1,325
TOTAL	**8,060**	**9,715**

Source: Salem-Keizer School District

* Strain is the point at which there is a serious impact on operations.

Note: During the 1995-1996 school year three new middle schools will open—Crossler, Houck, and Stephens.

Table 2-3
High School Building Capacity, Grades 9-12, 1995

High School	Building Capacity at 27 Students/Class	Maximum Capacity (Strain)*
McKay	1,625	1,750
McNary	1,625	1,750
North	1,625	1,750
South	1,650	1,775
Sprague	1,700	1,900
TOTAL	**8,225**	**8,925**

Source: Salem-Keizer School District

Needed Facility Improvements

The school district and local jurisdictions inventoried needed on- and off-site improvements for existing school facilities. The information helps guide the district's facility improvement program. It also helps the school district and local governments coordinate off-site public improvements (i.e., streets, sidewalks, etc.)

Needed On-Site Improvements

The school district inventoried facilities prior to the passage of the 1992 bond measure. Approximately $40 million was used to fund needed improvements to existing facilities. When complete, the improvements result in the maximum utilization of elementary and middle schools and greater expanded high school facilities. The following are funded improvements that will increase districtwide capacity:

- Classroom additions to eight elementary schools;
- Five two-classroom portables;
- Two new elementary schools;
- Three new middle schools (an additional middle school is planned to replace the Leslie Middle School for a total of four);
- Additions or improvements to existing classrooms, science, home economics, industrial arts and computer areas, auditoriums, media/library and learning resource centers, music rooms, a greenhouse, gymnasiums, play fields, locker/shower rooms, and restrooms; and
- Additions or improvements to parking lots, school bus loading/unloading areas, storage cabinets, time-out rooms, and staff rooms and offices.

Improvements Recommended by Local Jurisdictions

The Cities of Salem and Keizer, Marion County, and the Salem Area Transit District assessed the school sites located within their jurisdictions. The recommendations for off-site improvements include:

- Constructing sidewalks and bike paths;
- Installing traffic signals;
- Improving streets including dedicating additional right-of-way, widening and adding turn lanes;
- Adding bus shelters;
- Providing handicap accessibility to adjoining parks;
- Providing additional parking and paving and striping existing parking lots;
- Removing vegetation that interferes with vision clearance; and
- Implementing measures to reduce impact on neighborhoods, such as expanded use of transit facilities.

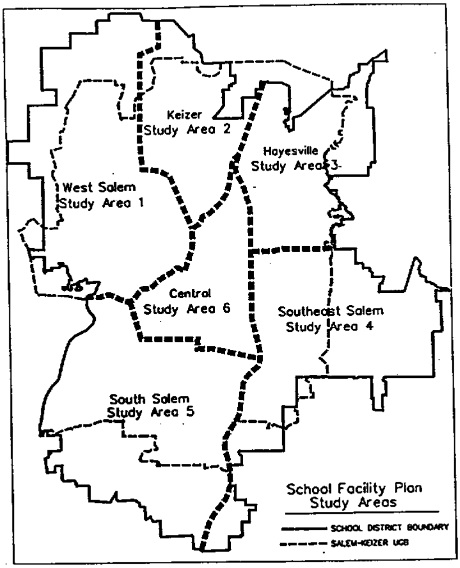
The detailed evaluations of needed improvements are provided in the *Technical Supplement*, Facility Needs.

Facility Needs

Study Areas

The Study divides the school district into six, geographically based study areas. Areas include West Salem, Keizer, Hayesville, Southeast Salem, South Salem, and Central Salem. The use of study areas allows for a more localized analysis of elementary schools.[3] High schools are studied on a districtwide basis because they are designed to serve a wide geographical area. The following map (**Figure 3-1**) shows the six school study areas. The study area boundaries are based on transportation analysis zones (TAZs) coupled with geographical boundaries. The use of TAZs allows for population and land use assumptions to be consistent with the Salem-Keizer area transportation model. The study areas do not reflect current attendance boundaries; however, the areas are similar in some sections of the community to high school boundaries. Attendance boundaries are relatively fluid, moving as population fluctuates or school capacity changes.

Figure 3-1
Study Areas



Source: MWVCOG

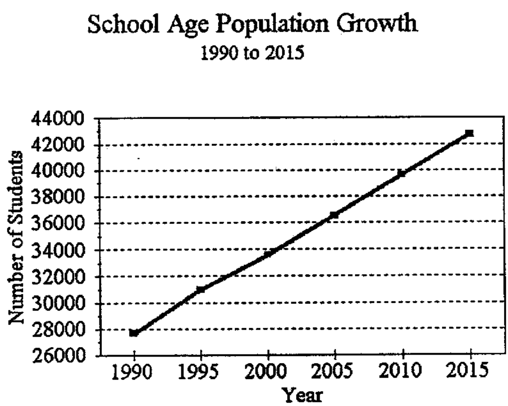
[3]A more limited analysis of middle schools by subarea is provided; however, these schools serve larger areas than elementary schools.

Population Growth Projections

School age population growth was projected to the year 2015. The total school age population is projected to increase from 30,968 in 1995 to 42,700 in the year 2015, a 38 percent increase.

The population growth is not expected to be evenly distributed throughout the school district. Growth in Keizer, which has been the fastest growing area in the metropolitan area, is expected to slow as vacant areas are developed. South and West Salem are expected to experience the greatest amount of growth. Below is a summary of school age population growth for elementary, middle, and high schools.

Figure 3-2

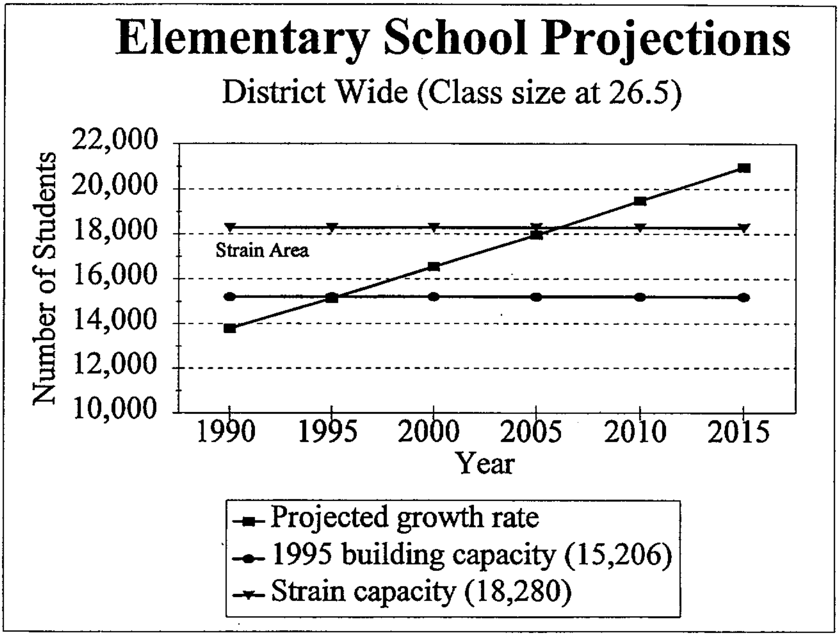


Source: The Salem-Keizer School District and MWVCOG

Elementary School Projections

Elementary school population is expected to increase by more than 5,800 students over the planning period. This equates to the need for nine additional elementary schools, assuming the current school program and a 26.5 student per classroom ratio. The following figure (**Figure 3-3**) illustrates the districtwide elementary school population projection, as well as existing capacity and strain.

Figure 3-3



Source: Salem-Keizer School District and MWVCOG

Elementary school projections, capacity, and facility needs are calculated for the individual study areas. Elementary school capacity for subareas is calculated based on the capacity of the elementary schools within each study area. The localized projections are possible because, in general, the attendance boundaries are comparable to the study area boundaries. The following tables (**Table 3-1 and 3-2**) list the elementary school population projections, percentages of increase over 20 years, and school capacity for the individual study areas and districtwide.

Table 3-1
Projected Elementary School Population Growth (Grades K-5)
By Study Area

Study Area	1995 Elementary School Population	2015 Elementary School Population	Percent Increase
Area 1 - West Salem	1,442	3,167	120%
Area 2 - Keizer	2,464	3,085	25%
Area 3 - Hayesville	1,803	2,483	38%
Area 4 - SE Salem	2,085	2,444	17%
Area 5 - South Salem	3,400	5,711	68%
Area 6 - Central Salem	3,936	4,064	3%
TOTAL	**15,130**	**20,954**	**38%**

Source: Salem-Keizer School District and MWVCOG

Table 3-2
1995 Building Capacity Compared to Projected Population
Elementary Schools (K-5) Capacity at 26.5 Students per Class
By Study Area

WEST SALEM - AREA 1	1995	2000	2005	2010	2015
Projected Student Population	1,442	1,820	2,190	2,675	3,167
1995 Building Capacity	1,479	1,479	1,479	1,479	1,479
Students over capacity	***	341	711	1,196	1,688
KEIZER - AREA 2	**1995**	**2000**	**2005**	**2010**	**2015**
Projected Student Population	2,464	2,730	2,956	3,020	3,085
1995 Building Capacity	2,514	2,514	2,514	2,514	2,514
Students over capacity	***	216	442	506	571
HAYESVILLE - AREA 3	**1995**	**2000**	**2005**	**2010**	**2015**
Projected Student Population	1,803	1,986	2,159	2,321	2,483
1995 Building Capacity	1,750	1,750	1,750	1,750	1,750
Students over capacity	53	236	409	571	733
SE SALEM - AREA 4	**1995**	**2000**	**2005**	**2010**	**2015**
Projected Student Population	2,085	2,151	2,246	2,345	2,444
1995 Building Capacity	2,119	2,119	2,119	2,119	2,119
Students over capacity	***	32	127	226	325
SOUTH SALEM - AREA 5	**1995**	**2000**	**2005**	**2010**	**2015**
Projected Student Population	3,400	3,889	4,365	5,038	5,711
1995 Building Capacity	3,647	3,647	3,647	3,647	3,647
Students over capacity	***	242	718	1,391	2,064
CENTRAL SALEM - AREA 6	**1995**	**2000**	**2005**	**2010**	**2015**
Projected Student Population	3,936	3,971	4,043	4,054	4,064
1995 Building Capacity	3,697	3,697	3,697	3,697	3,697
Students over capacity	239	274	346	357	367
DISTRICT WIDE TOTAL	**1995**	**2000**	**2005**	**2010**	**2015**
Projected Student Population	15,130	16,547	17,959	19,453	20,954
1995 Building Capacity	15,206	15,206	15,206	15,206	15,206
Students over capacity	***	1,341	2,753	4,247	5,748

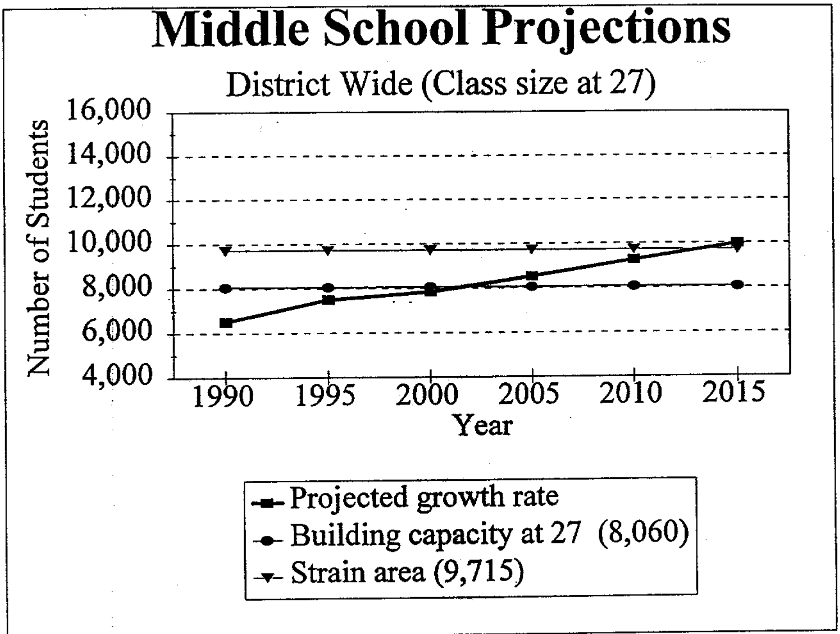
Source: Salem-Keizer Schools and MWVCOG

*** denotes that area is UNDER capacity at the time

Middle School Projections

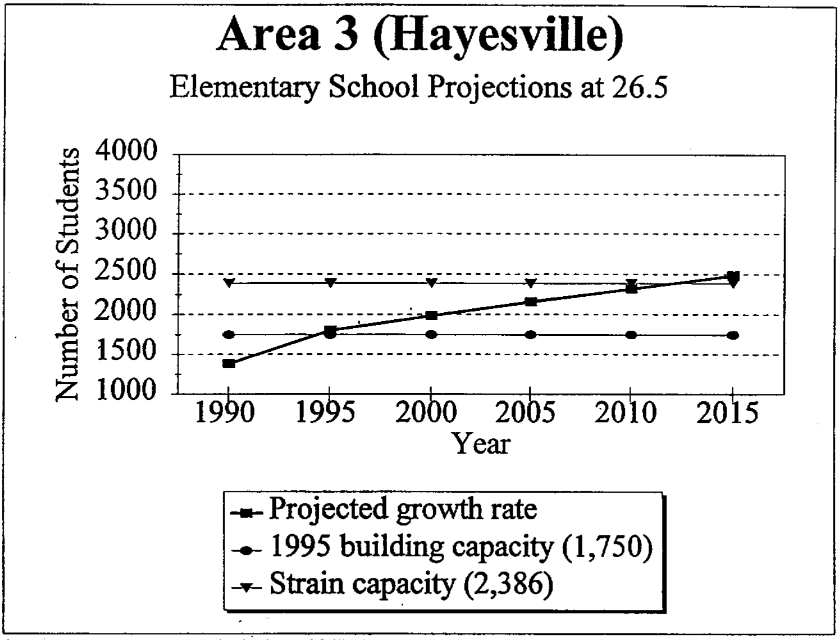
Middle school enrollment districtwide is expected to increase by nearly 2,500 students by 2015. The following figure (Figure 3-4) illustrates the projected middle school population increase in comparison with building capacity. The following table (Table 3-3) lists the projected middle school population growth by study areas.

Figure 3-4



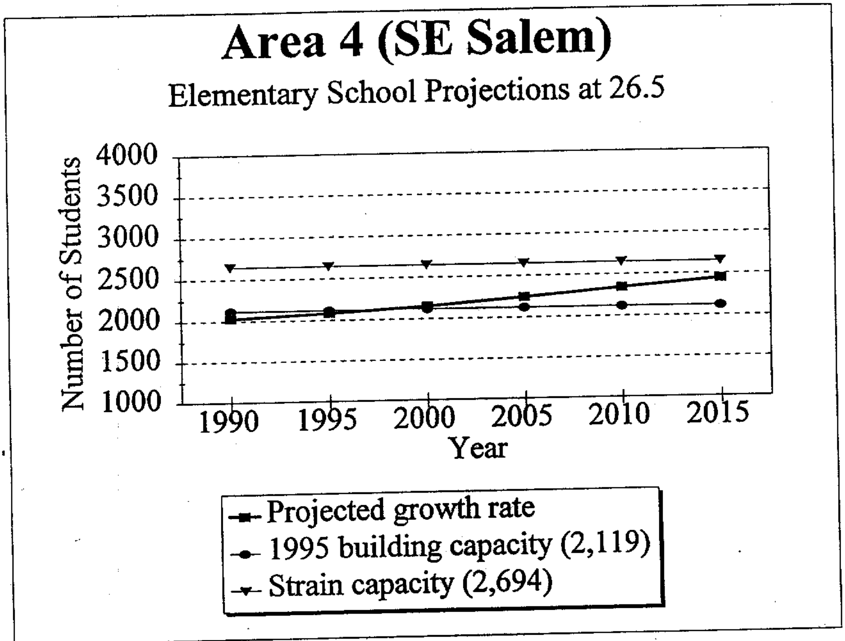
Source: Salem-Keizer School District and MWVCOG

Figure 4-4
Area 3 - Hayesville
Elementary School Growth Projections and Facility Needs
26.5 Students per Class



Source: Salem-Keizer School District and MWVCOG

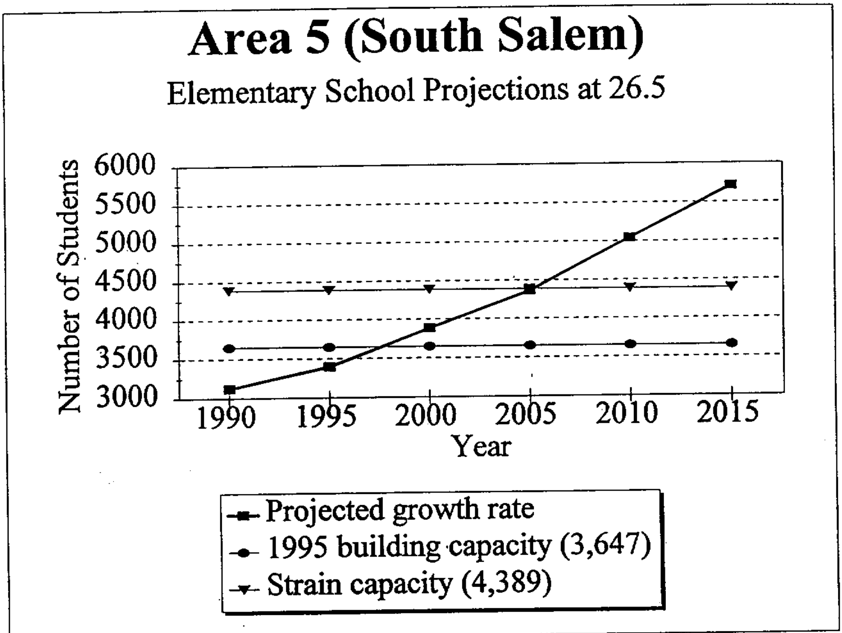
Figure 4-5
Area 4 - SE Salem
Elementary School Growth Projections and Facility Needs
26.5 Students per Class



Source: Salem-Keizer School District and MWVCOG

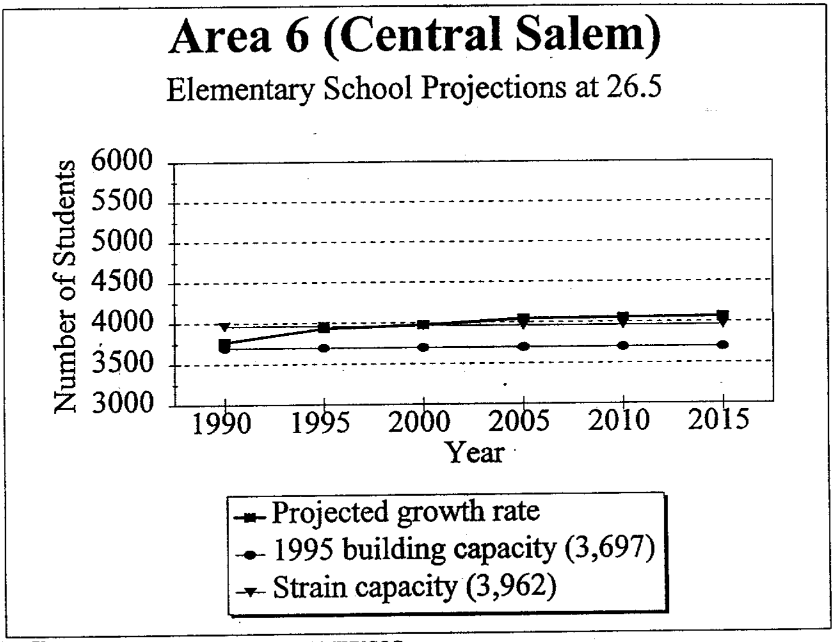
Note: The needed school is to accommodate growth in SE and Central Salem.

Figure 4-6
Area 5 - South Salem
Elementary School Growth Projections and Facility Needs
26.5 Students per Class



Source: Salem-Keizer School District and MWVCOG

Figure 4-7
Area 6 - Central Salem
Elementary School Growth Projections and Facility Needs
26.5 Students per Class



Source: Salem-Keizer School District and MWVCOG

Note: Needed facilities are shown on the SE Salem development schedule (Figure 4-5).

Table 3-3
Projected Middle School Population Growth (Grades 6-8)
By Study Area

Study Area	1995 Middle School Population	2015 Middle School Population	Percent Increase
Area 1 - West Salem	750	1,436	91%
Area 2 - Keizer	1,201	1,425	19%
Area 3 - Hayesville	976	1,259	29%
Area 4 - SE Salem	1,126	1,318	17%
Area 5 - South Salem	1,876	2,842	51%
Area 6 - Central Salem	1,576	1,691	7%
TOTAL	**7,505**	**9,971**	**33%**

Source: Salem-Keizer School District and MWVCOG

High School Projections

High School enrollment is projected to increase by more than 3,400 students over the planning period. As with the elementary and middle school projections, South and West Salem are expected to experience the highest percentage of growth. The following tables (**Tables 3-4 and 3-5**) show enrollment projections to the year 2015 and high school growth projections by study area.

Table 3-4
High School (Grades 9-12)
Enrollment Projection
1995 To 2015

Year	Enrollment*
1995-1996	8,334
1996-1997	8,609
1997-1998	8,842
1998-1999	9,047
1999-2000	9,236
2005	10,042
2010	10,901
2015	11,759

Source: Salem/Keizer School District and MWVCOG

* Numbers include alternative high school students. All numbers are annual average membership.

Table 3-5
Projected High School Population Growth (Grades 9-12)
By Study Area

Study Area	1995 High School Population	2015 High School Population	Percent Increase
Area 1 - West Salem	833	1,694	103%
Area 2 - Keizer	1,333	1,680	26%
Area 3 - Hayesville	1,192	1,605	35%
Area 4 - SE Salem	1,142	1,434	26%
Area 5 - South Salem	2,167	3,445	59%
Area 6 - Central Salem	1,667	1,901	14%
TOTAL	**8,334**	**11,759**	**41%**

Source: Salem Keizer School District and MWVCOG

Districtwide capacity for existing high school facilities, without portable classrooms or use of interim spaces, is 8,225 assuming a 27 to 1 staffing ratio.

The districtwide operational capacity can be increased to 8,925 by adding portable classrooms, using spaces such as libraries, meeting rooms, and workrooms for classroom space, providing alternate sites for educational opportunities, expanding computer technologies for educational programs, and limiting some subject offerings. High school populations beyond this require limitations in classroom offerings, and areas such as the media center, restrooms, office space, and parking will no longer function adequately.

Alternatives to New School Construction

Physical changes to school sites such as the use of portables, limiting parking while expanding the use of public transit, etc., can delay the need for new construction. In addition to that category of considerations, Oregon Revised Statute 195.110 requires a school district to provide an "analysis of the alternatives to new school construction and major renovation." The following potential program alternatives are explored:

- Implementing Year Round Education (YRE)
- Providing double shifts at school sites
- Increasing the number of students per classroom
- Implementing other trends and innovations, including contracting with businesses and agencies, allowing college-type scheduling for high schools, and expanding the use of instructional computer technology
- Implementing a combination of alternative program options including maintaining some schools on a traditional calendar year

Year Round Education (YRE)

A Year Round Education (YRE) program changes the traditional nine-month school year by eliminating the summer break and replacing it with shorter breaks staggered throughout a twelve-month period. Actual school day hours remain similar to the traditional program.

Another potential element of YRE is dividing students into groups called "tracks" and rotating the attendance schedules. One group attends classes, called an "instructional block," while another group is on vacation, called an "intersession."

The Study chose to consider the options of both four- and five-track systems. Three (four-track) or four groups (five-track) of students attend classes while one group is on intersession. Breaks between instructional blocks average about two weeks per intersession. The potential to increase capacity using a four-track system is approximately 33 percent and a five-track system is approximately 25 percent. The following table lists some pros and cons for a four-track and five-track year round education program.

Table 3-6

Pros and Cons
Year Round Education (Four- and Five-Track Arrangement)

PROS

- Relieves overcrowded conditions creating a better learning environment. Using a five-track system in a school of 1,000 students, 750 attend at one time.
- Enhances academic achievement levels by reducing summer learning loss, utilizing off-track students as tutors or teachers' assistants, and reducing student/teacher absenteeism.
- Creates the potential of additional building capacity at an existing facility ranging from 33 percent (four-track) to 25 percent (five-track).
- Maximizes the available space and delays the need for new construction or expanded facilities.
- Reduces parking impacts and encroachment on neighboring properties by more efficient use of existing school parking.
- Encourages year round use of public transit.
- Eliminates school facilities remaining vacant over the summer months and reduces vandalism during that time.
- May reduce teen vagrancy and burnout/stress by teachers and students.
- Allows shorter, more frequent vacations throughout the school year for families and teachers.
- Permits multiple opportunities for staff development during intersession breaks.
- Increases usage of day care facilities, private club and public recreation programs, religious instruction, etc.
- Provides greater opportunities for student employment by spreading available jobs throughout the year.

CONS

- Increases, initially, operating costs. (There is the potential for a "break-even" point. Consider increases in comparison with the cost of constructing new facilities.) Investing in supply storage units for teachers and installing air conditioning are examples of initial costs. Operating costs increase with the usage of air conditioning.
- Creates an initial need for additional public outreach programs to counter the initial resistance from parents.
- Establishes a need for non school supported youth activities for students on intersession.
- Requires renegotiating contracts with all levels of school employees.
- Disrupts traditional summer activities by families and students.
- Accelerates "wear and tear" on the school facility by expanding the use to year round.
- Changes year round transportation services provided by the school district and/or transit district.

Source: MWVCOG

Double Shifting

Double shifting (or split days) breaks an actual full class day into either morning-only or afternoon-only sessions.

According to the Oregon Administrative Rules, 581-22-503, a school year is defined in instructional hours versus a required number of days of attendance.

Instructional hours do not include breaks between classes or lunch breaks. Based upon the current calendar year, the morning session would probably begin before 8:00 a.m. and the afternoon session would probably not end until after 5:00 p.m.

The following table (**Table 3-7**) lists the pros and cons of double shifting.

Table 3-7

Pros and Cons
Double Shifting

PROS	CONS
• Creates the potential for doubling school capacity.	• Doubles the number of required school personnel.
• Maintains a more traditional school year and summer vacation.	• Changes the school cafeteria schedule by adding morning and afternoon snack times.
• Provides additional employment opportunities for older students.	• Requires additional space for off-duty teachers and storage of their materials.
• Creates a potential for increased use of transit facilities. School bus schedules and use of parking facilities may overlap as morning students/teachers exit at the same time afternoon groups are entering the facility.	• Impacts sports and extracurricular activities. Early morning and evening hours are available for activities.
	• Establishes a need for non school supported youth activities for students on either a morning or afternoon break.
	• Accelerates the "wear and tear" on a facility by doubling the number of students.
	• Creates a school day that either begins early in the morning or ends early evening.
	• Impacts bus schedules and parking facilities due to potential overlapping between morning students/teachers exiting the facility at the same time the afternoon groups are entering the facility.

Source: MWVCOG

Increasing Class Size

An increase in class size allows for greater capacity. Capacity increases approximately 3.5 percent for each additional student per classroom. The following table (Table 3-8) illustrates some of the pros and cons of increasing classroom size.

Table 3-8

Pros and Cons
Increased Class Size

PROS	CONS
• Increases building capacity 3.5 percent for each additional student per classroom • Delays the need to enlarge current buildings or construct new facilities. • Allows the current school schedule for classes, extracurricular activities, and personnel contracts to remain constant. • Creates an opportunity for the school district to limit use of automobiles and encourage use of public transit to lessen the need for additional parking.	• Increases impact on classrooms and nonclassroom areas, such as cafeterias, libraries, computer labs, etc. • Increases teacher workload and may require the addition of teacher aides for individual classrooms. • Decreases individualized attention for students. • Requires additional student supplies, such as copies of educational materials, desks, computers, recreational equipment, etc. • Impacts transportation and parking. Creates the need for additional staff/student/patron parking and vehicular access. • Increases the need for efficient management of students waiting at and walking to and from transit stops.

Source: MWVCOG

Other Trends and Innovations

Contracting with private businesses and other agencies. Articles published in business and school journals discuss cooperative efforts between the private sector and the public school systems. The programs may have a negligible effect on school capacity; however, they can be considered an integral portion of overall educational opportunities.

For programs that do include off-site training in the Salem-Keizer area, up to several hundred students participate. The potential changes in educational specifications may create more opportunities to instruct students off-campus. The design of those programs determine the extent that students attend classes at their own high school.

Salem-Keizer Public Schools lease other facilities for unique educational programs, such as alternative educational programs for teen parents. Approximately 200 students are involved annually. These programs may be expanded and combined to the point of creating an alternative high school.

While there may be vacant off-site space available, establishing that inventory requires research to determine if the space:

- Is usable during regular school hours;
- Meets appropriate codes and regulations for classroom use by children;
- Is central to the student population; and
- Is physically accessible and safe for use by area youth.

College-type scheduling for high school students. A college schedule for high school students allows on campus students to attend school during scheduled classes. The total number of students that could attend during specific time periods would need to be limited before it would have any effect on actual building capacity. While this may provide for additional rooms, the impact on other facilities would not decrease, such as use of libraries, study areas, cafeterias, parking lots, etc. Expanding the hours for an earlier start time and delayed end time allows more flexibility. Changing the program design from two semesters to four quarters and scheduling classes over a full year could increase high school capacity by up to 20 percent.

Computer technology. The access to networked computer systems and educational bulletin boards may change the educational process and the traditional classroom. Innovations using this technology are still experimental; however, the techniques and uses continue to expand rapidly. One private school program in British Columbia allows students to choose their own curriculum, hire their own teachers, and meet with the teacher only once a week. The computer assisted education designs have not been implemented, but were considered by the school district's 21st Century High School Advisory Committee.

Facility Needs

The existing school facilities are at or near capacity. Capacity constraints vary throughout the district. To a degree, the school district is able to adjust attendance boundaries to compensate for localized capacity constraints. However, geography (i.e., distance, major streets, and the Willamette River) limits the school district's ability to move students from over capacity schools to schools with surplus capacity.

Based on the existing educational program, additional facilities are required. The number and timing of additional facilities depends on population growth, class size, and the educational program. The following is an assessment of needed facilities based on the status quo conditions and the implementation of the alternatives discussed in the previous section.

Elementary Schools

Elementary school needs can be evaluated by study area because they serve smaller, more localized populations. Based on a ratio of 26.5 students per class, nine (9) additional elementary schools are needed by the year 2015. The implementation of either year round or double shifting programs also alters the need for new facilities. The following table (**Table 3-9**) cates the effect of educational program alternatives by study area.

Table 3-9
Elementary Facilities Needed By Status Quo and Alternatives
In the Year 2015

EDUCATIONAL PROGRAM	STUDY AREAS						
	Area 1 West Salem	Area 2 Keizer	Area 3 Hayesville	Area 4 SE Salem	Area 5 South Salem	Area 6 Central Salem	TOTAL
Class size at 26.5	3	1	1	*	3	*	9
Class size at 29.5	2	0	1	0	3	0	6
5 - track YRE	2	0	0	0	2	0	4
4 - track YRE	2	0	0	0	1	0	3
Double shifting	0	0	0	0	0	0	0

Source: MWVCOG

* Combining the growth in SE Salem and Central Salem generates the need for one additional school.

Middle Schools

The school district's recent building program accommodates most of the demand for middle schools over the next twenty years. Two (2) middle schools are needed assuming a 27 student per class capacity. If class size is increased by three students per classroom, the district needs one new middle school. No new schools are needed if the other alternatives are implemented. **Table 3-10** shows the needed middle schools in the year 2015, based on the alternatives.

Table 3-10
Middle Schools Needed
By Status Quo and Alternatives
In the Year 2015

Educational Program	Needed Schools
Class size at 27	2
Class size at 30	1
5 - track YRE	0
4 - track YRE	0
Double shifting	0

Source: MWVCOG

High Schools

For the last year, there has been considerable discussion and study regarding the evolution of the high school program. The 21st Century High School Advisory Committee evaluated the construction of a completely new facility as well as the improvement of the existing facilities to meet a significantly different program than currently offered.

The committee is not recommending the construction of a new high school at this time. They believe that the five existing facilities should be upgraded to meet program needs and increased capacity through a combination of additions, remodeling, and operational changes. The committee recommendation has not yet been forwarded to the school board for review. This approach does not assume that all high schools will be the same size. The school district will continue to study the complex issues associated with program delivery, the movement of students between facilities, and the impact of alternative delivery methods.

The committee offered the following recommendations to increase high capacity to accommodate projected high school population growth over the next five years:

- The task force believes that, prior to building a new comprehensive high facility, modifications to the current facilities should be made to meet the continued development of the newly emerging high school program and anticipated student population growth of 10 to 20 percent.
- The task force believes a bond issue should be prepared that would propose funding to:

  1) Modify all high school facilities to:

  - allow for varying sized spaces for small and large groups
  - create flexible spaces designed to accommodate:
    - school-within-a-school
    - teaming
    - large-group presentations portfolio, project, and student material storage

- teacher conference and prep areas with computer access
- access larger volumes of information through restructuring media centers community resource information centers (CRIC)

- add additional functional space - add to capacity where possible. Give consideration to transportation accessibility and parking as well as internal space issues (i.e., environment, air flow, and air conditioning)
- maximize security to protect personal property, records, and facilities

2) Add technology (computer learning stations, et. al.) to existing schools (refer to district's *Technology Master Plan*). Criterion for adding technology are:

- The infrastructure of each high school must be in place to provide for ever changing systems.
- An investment must be made to replace and add computers and other technology. Large investments in costly industrial equipment would not be recommended, rather develop partnerships with industry and higher education.
- Technology must provide access between schools, school and home, and with businesses, etc. It must also provide for the integration of existing communication resources with OSU, WOSC, Willamette, CCC, CCTV, Oregon Department of Education, businesses and other agencies.
- Technology must be integrated into curriculum to allow greater flexibility and individualization.

- The task force also believes the district should build or secure an alternative high school facility (facilities) for the Downtown Learning Center, Teen Parent Program, and Structured Learning Center with a capacity of at least 600 students.

Trends affecting facility capacity include an increased emphasis on off-site education, such as "on the job" experiences, skills centers for technical training, and extended learning opportunities using computers for off-site interface to the facility.

There is a growing need for an alternative high school to house special programs. The district currently runs the Structured Learning Center for students expelled from school, a Teen Parent Program for parents and expecting parents, and the Downtown Learning Center for students seeking different choices for completing their high school education. Some students go to Chemeketa Community College for completion of their G.E.D. (General Equivalency Diploma). Programs such as the Emotional Growth Center need a special environment to be successful.

An alternative high school would house about 600 students. This facility needs to be reasonably accessible to the entire district. It should be located in an urban setting, adjacent to either a collector or arterial street, and effectively served by transit facilities. The site would not need physical education facilities or athletic fields to meet the program needs. This type of high school site could fit on an approximately three-acre site with the building approximately 55,000 to 60,000 square feet in size.

Future Facility Locations

The Study evaluated areas which may be suitable for future school development. Specific sites are not evaluated. Instead, general areas appropriate for future school sites are identified based on the following factors:

- Need for additional facilities generated by population growth of surrounding areas;

- Availability of land capable of supporting the educational program (approximately 7 to 20 acres for an elementary school and 16 to 34 acres for a middle school)[4]; and

- Geographical relationship to existing schools.

Elementary School Locations

The following map (**Figure 3-5**) identifies potential locations of future elementary school facilities. Nine areas are indicated on the map. The school district owns a site in West Salem which is deemed suitable for a future elementary school. Additional property owned by the school district in south and west Salem have been evaluated and are not considered desirable locations for future school facilities.

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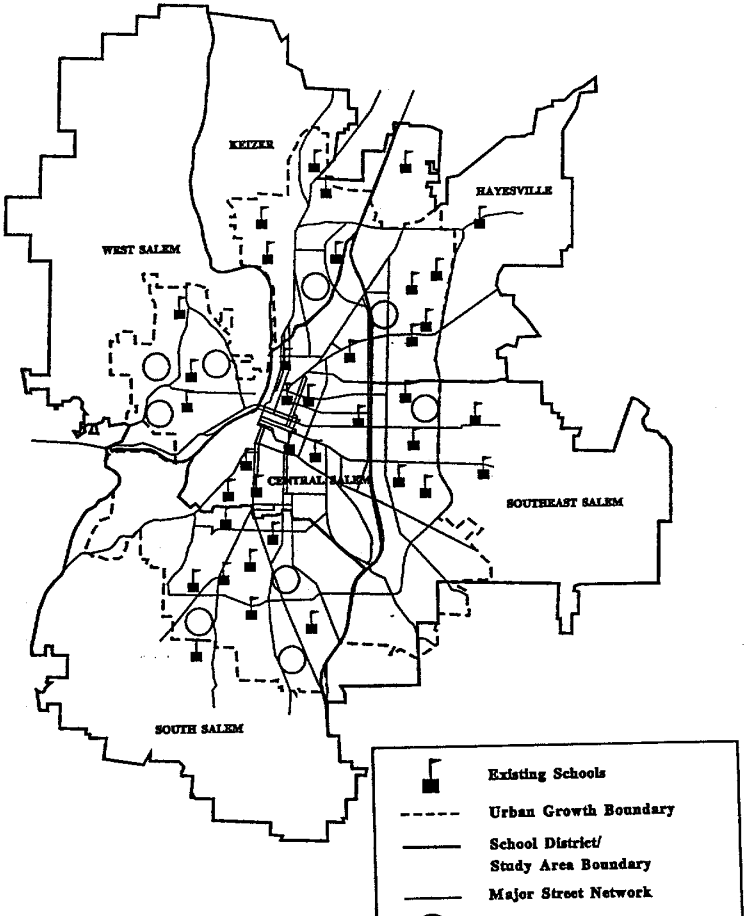
[4] ***Technical Supplement,*** Maps, provides a map of vacant/underutilized land in the Salem-Keizer area by TAZs (10 acres to 40 acres or larger in size).

Figure 3-5

Potential Elementary School Locations
(26.5 Students Per Class)



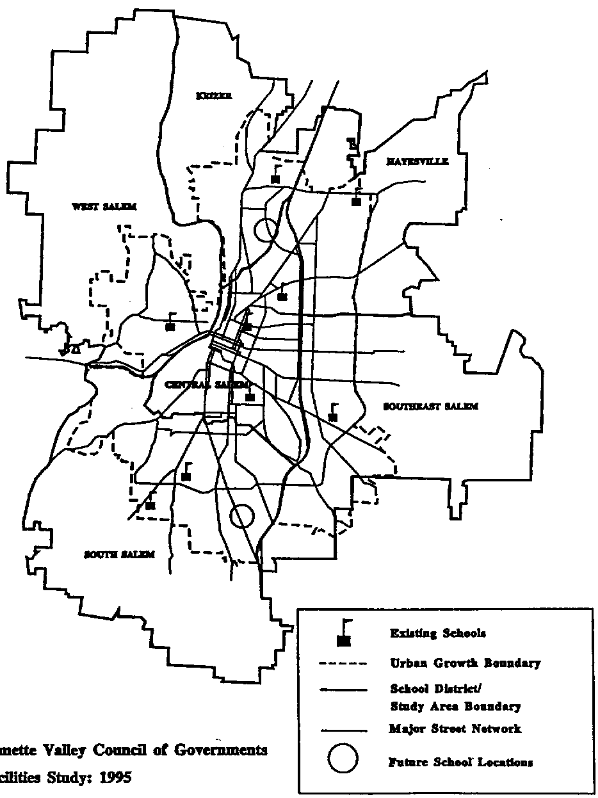
Source:
Mid-Willamette Valley Council of Governments
School Facilities Study: 1995

Middle School Locations

The following map identifies potential middle school locations based on classroom capacity of 27 students. Two areas are indicated on the map.

Figure 3-6

Potential Middle School Locations
(27 Students Per Class)



Source:
Mid-Willamette Valley Council of Governments
School Facilities Study: 1995

Siting Criteria

Development of standards for school site selection requires flexibility. The siting criteria are designed to help evaluate potential school sites. The criteria do <u>not</u> apply to the existing school facilities.

Elementary Schools (650 students)

<u>Preferred Site Size</u>

With park:	12 to 20 acres 10 acres for school 5 acres for park
Without park:	7 to 12 acres

<u>Location</u>

Elementary schools should be sited in areas planned for residential development. Schools should be within a reasonable proximity to the anticipated population served.

<u>Access</u>

Vehicle access should be from a local street. Public transportation needs should be coordinated with the transit district.

Middle Schools (925 to 1000 students)

<u>Preferred Site Size</u> 16 to 34 acres

<u>Location</u>

Middle schools are decentralized and located throughout the community and integrated into the neighborhood they serve.

<u>Access</u>

Primary access should be from a collector street. Public transportation needs should be coordinated with the transit district.

Alternative High Schools (600 students)

<u>Preferred Site Size</u> 3 acres

<u>Location</u>

Reasonably accessible to the entire district.

<u>Access</u>

Primary access from either a collector or arterial street. The site needs to be effectively served by the transit district.

General Development Standards

<u>Utilities</u>

The full complement of utilities (i.e., sewer, water, and storm drainage) must be available and capable to serve the site at the time of development.

<u>Site Conditions</u>

The minimum site size must be evaluated with regard to topography, configuration, hazards, and other possible encumbrances. The preferred site sizes refer to the minimum developable area, free of encumbrances.

<u>Park Sites</u>

The school district, in cooperation with the park authorities, should attempt to acquire park sites contiguous to school sites.

Transit Facilities

The school district, in cooperation with the Salem Area Transit District, should attempt to locate transit facilities near or contiguous to school sites.

Bike and Pedestrian Access

Multiple bike and pedestrian accesses should be provided to school sites.

Location within the Urban Growth Boundary

Schools primarily serving the urban area should be located within the urban growth boundary.

Site Design Criteria

School site and facility planning shall be proposed according to the appropriate jurisdiction's design criteria including, but not limited to, zoning regulations, buffering, screening, etc.

Facility Development

Financing Options

The construction of new school facilities or expansion of current facilities requires a funding source for the improvements. The school district's tax base and state support do not provide adequate funds to develop new school facilities. The financing mechanisms available to Salem-Keizer schools include general obligation bonds, lease-purchase agreements, and tax and revenue anticipation notes.

General Obligations Bonds, Notes

School districts can authorize issuance of general obligation bonds and notes to finance capital construction and improvements. After voter approval, the method for securing these bonds and notes is the full faith and credit of the school district. A school district unconditionally pledges to pay the principal of, and interest on, the bonds and notes. The revenue is from property taxes levied on all taxable property within the boundaries of the school district. Most school districts sell bonds that mature over 15 to 20 year periods.

Issuing general obligation bonds is the method currently used by the Salem-Keizer School District to finance the construction of new or expanded facilities. The school board decides the type of bonding.

Lease-Purchase and Certificates of Participation

Monies are available through lease-purchase and similar financing agreements to fund a variety of capital items. Examples for using funds include purchasing equipment or modular buildings, constructing new facilities, and renovating and conducting major maintenance of existing facilities.

In many respects a lease-purchase agreement is very similar to a general obligation bond. An investor lends the money and repayment is made from the district's general fund through lease payments according to the terms of the agreement.

Tax and Revenue Anticipation Notes

School districts may authorize the issuance of short-term notes to meet current expenses in anticipation of the collection of taxes or other budgeted revenues. Under Oregon law, the dollar amount of notes issued cannot exceed 80 percent of the school district's budgeted basic school support, tax levies, and other budgeted revenues. The issuance of such notes can temporarily cure cash flow deficits in the general fund.

Additional information on the above three options is available in the Oregon School Bond Manual prepared by the Oregon Department of Education.

Systems Development Charges

Systems Development Charges (SDCs), also known as impact fees, require a developer to pay a user fee for a particular community service. These are most common when dealing with water systems, sewer systems, and roads. This gives local jurisdictions the power to exact fees for services made necessary due to increased development. This is not currently permitted for schools in the state of Oregon.

Financial Plans

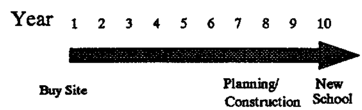
In conjunction with this Study, the Salem-Keizer School Board will adopt a financial plan to meet upcoming school facility needs. The five-year capital improvement plan is a supplemental document to the School Facilities Plan, under separate cover.

Development Schedules and Programs

A site should be acquired approximately ten years in advance of need. Planning and construction for new schools takes approximately 30 months for an elementary school, 36 months for a middle school, and 40 months for a high school, using commercial methods of development. (See **Figure 4-1**).

A primary objective of the Study is to assist the school district and local governments anticipate facility needs. As the urbanizable area of Salem and Keizer is develops, it becomes increasingly difficult for the school district to acquire sites suitable for new school development. The lack of funds has limited the school district's ability to acquire sites in advance. At present, the district has a future elementary school site in West Salem. Other sites owned by the school district are deemed less suitable for school development. **Figures 4-2 through 4-8** compare growth projections to facility needs by study areas for elementary schools and districtwide for middle schools.

Figure 4-1
School Development Schedule



Projected Development Schedule

The following are the projected school development schedules for elementary and middle schools. Schedules are based on the school facility needs shown in the section entitled, **Facility Needs.** The basis for the schedules are a 27 students per classroom ratio and population projections.[5] The schedules need to be adjusted in the future to reflect actual population growth.

The first table (**Table 4-1**) lists districtwide needs for sites indicating the number of recommended facilities and community locations for elementary schools. **Table 4-2** indicates the number of sites needed for middle schools. The categories include immediate needs and the years 2000 and 2005. Additional tables

[5] Elementary schools are calculated using a 26.5 student per classroom ratio.

indicate facility scheduling by study areas for elementary schools and districtwide for middle schools.

Table 4-1
Elementary School Sites Needed

When Sites Needed	Sites Needed Based on 26.5 Students per Class (Location)
Immediately	2* (South Salem)
Year 2000	3 (West Salem, Hayesville, and Souith Salem)
Year 2005**	3 (West Salem, Keizer and SE/Central Salem)
Total	**8 plus existing West Salem site**

* A school is needed in West Salem; however, the school district currently owns a site in West Salem so it is not indicated on the chart.

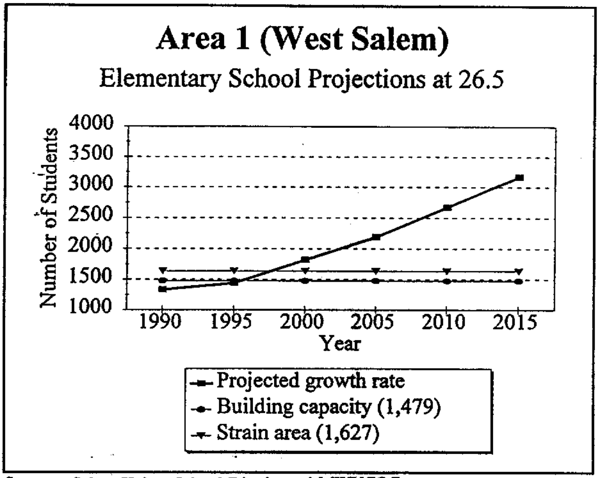
** Needed schools projected to year 2015, all sites should be acquired for these schools approximately 10 years prior to construction or around the year 2005.

Table 4-2
Middle School Sites Needed

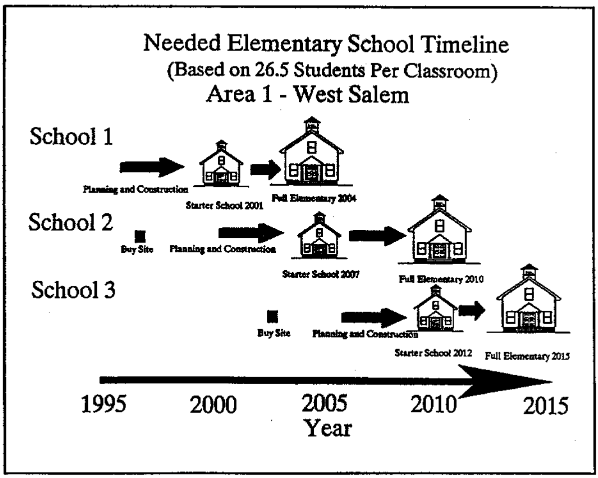
When Sites Needed	Sites Needed Based on 27 Students per Class
Immediately	—
Year 2000	1
Year 2005**	1
Total	**2**

** Needed schools projected to year 2015, all sites should be acquired for these schools approximately 10 years prior to construction or around the year 2005.

Figure 4-2
Area 1 - West Salem
Elementary School Growth Projections and Facility Needs
26.5 Students per Class

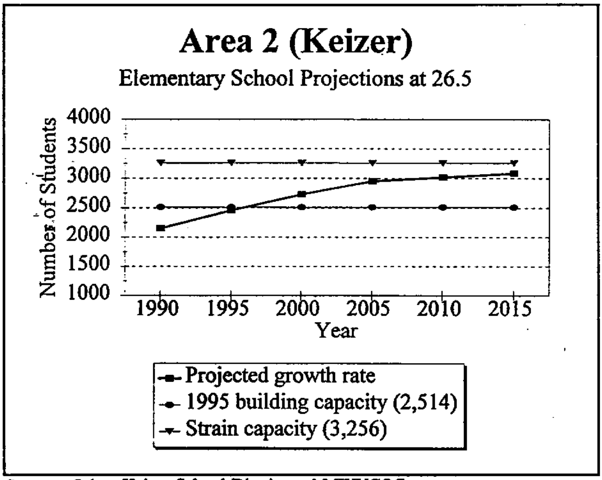


Source: Salem-Keizer School District and MWVCOG

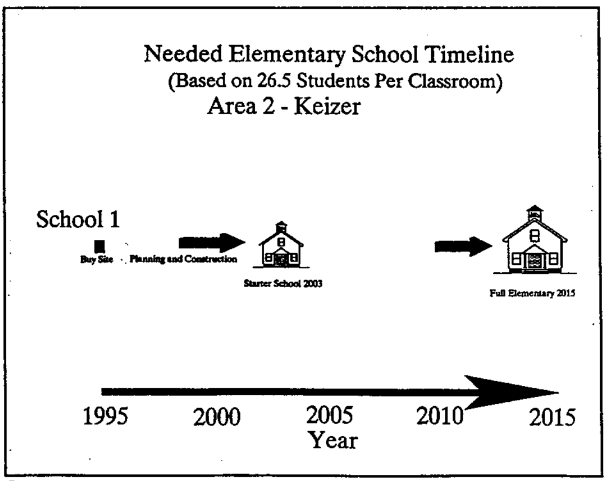


Source: MWVCOG

Figure 4-3
Area 2 - Keizer
Elementary School Growth Projections and Facility Needs
26.5 Students per Class

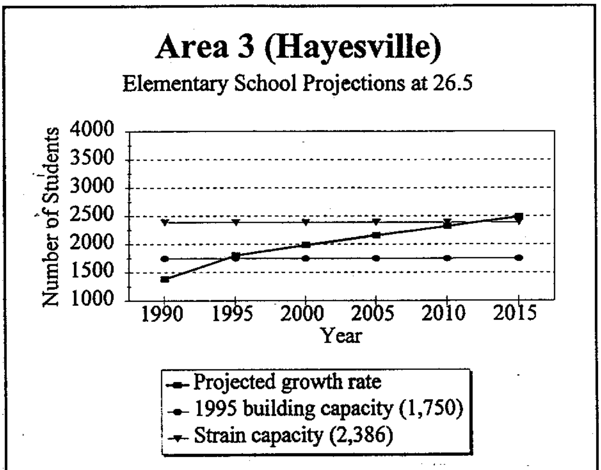


Source: Salem-Keizer School District and MWVCOG

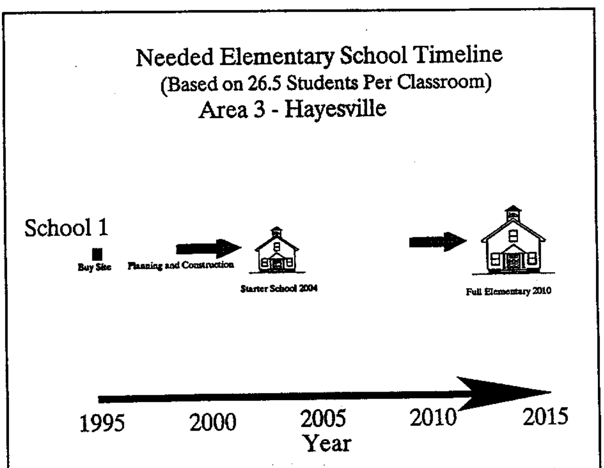


Source: MWVCOG

Figure 4-4
Area 3 - Hayesville
Elementary School Growth Projections and Facility Needs
26.5 Students per Class

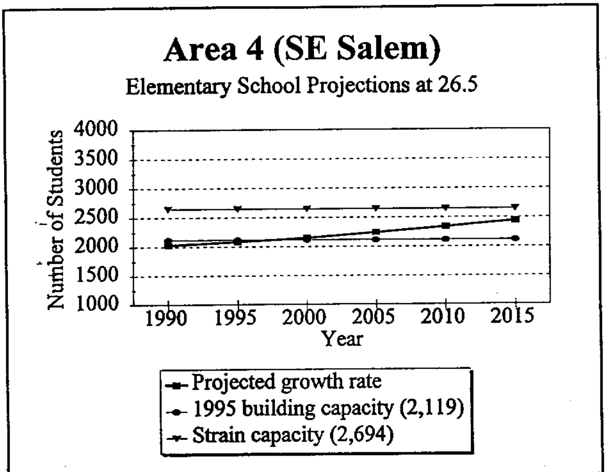


Source: Salem-Keizer School District and MWVCOG

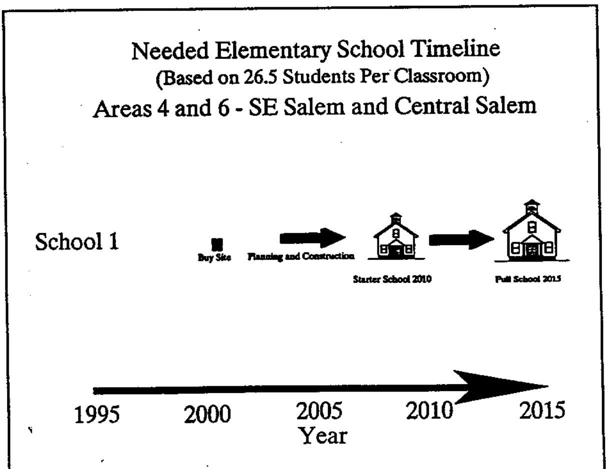


Source: MWVCOG

Figure 4-5
Area 4 - SE Salem
Elementary School Growth Projections and Facility Needs
26.5 Students per Class



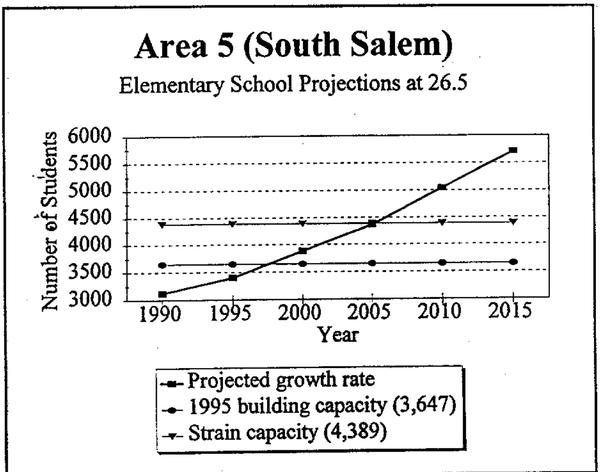
Source: Salem-Keizer School District and MWVCOG



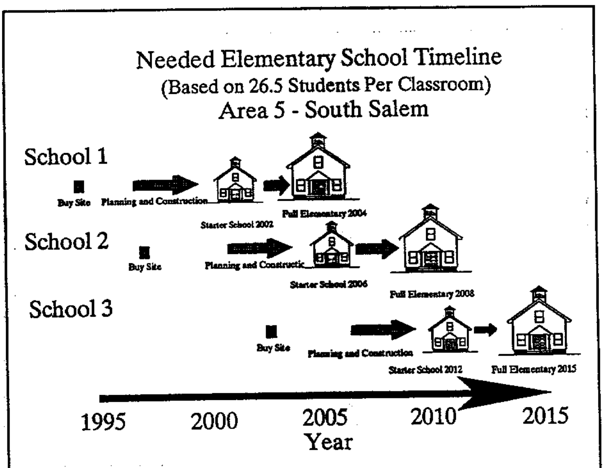
Source: MWVCOG

Note: The needed school is to accommodate growth in SE and Central Salem.

Figure 4-6
Area 5 - South Salem
Elementary School Growth Projections and Facility Needs
26.5 Students per Class

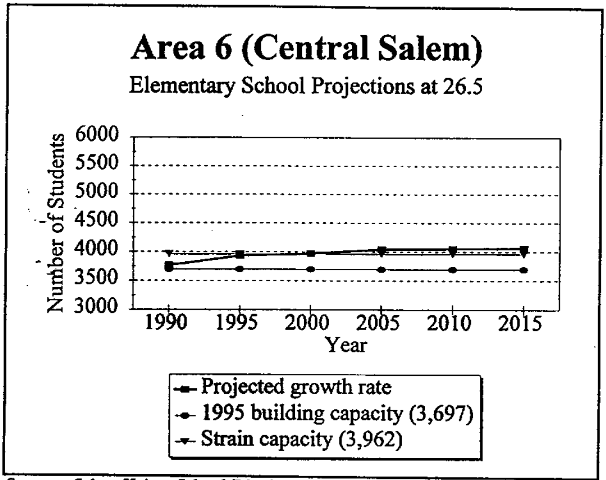


Source: Salem-Keizer School District and MWVCOG

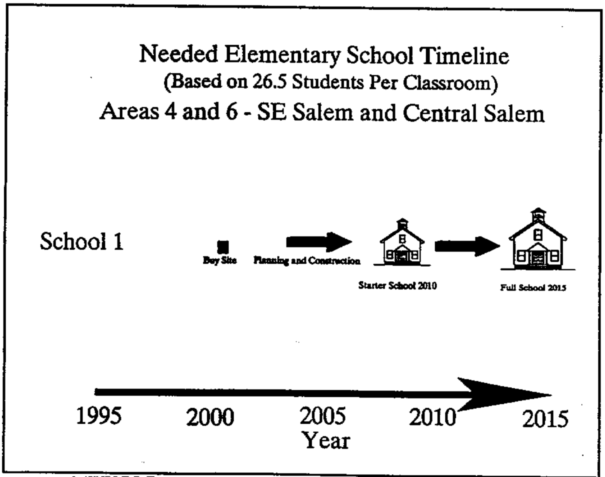


Source: MWVCOG

Figure 4-7
Area 6 - Central Salem
Elementary School Growth Projections and Facility Needs
26.5 Students per Class



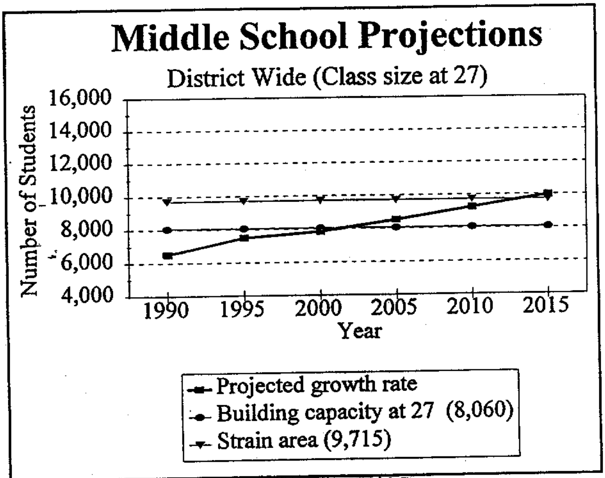
Source: Salem-Keizer School District and MWVCOG



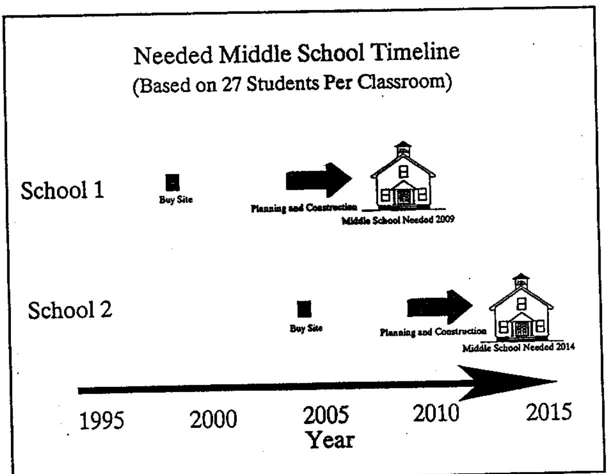
Source: MWVCOG

Note: Needed facilities are shown on the SE Salem development schedule (**Figure 4-5**).

Figure 4-8
Middle School Growth Projections and Facility Needs
27 Students per Class



Source: Salem-Keizer School District and MWVCOG



Source: MWVCOG

Alternative Development Schedules

The following tables (**Tables 4-3 through 4-9**) outline the projected development schedules assuming the implementation of alternative education programs (e.g., year-round school and double shifting). The tables assume the complete conversion to one of the alternative programs.

Capital Improvement Programs

The school district is in the process of developing a capital improvement program. The adopted capital improvement program is considered as an attachment to this Study.

Table 4-3
AREA 1 - WEST SALEM
Elementary Facilities Needed
By Status Quo and Alternatives

	'95	'96	'97	'98	'99	'00	'01	'02	'03	'04	'05	'06	'07	'08	'09	'10	'11	'12	'13	'14	'15	TOTAL
Class size at 26.5										■						■					■	3
Class size at 29.5												■						■				2
5 - track YRE													■						■			2
4 - track YRE															■						■	2
Double shifting																						0

Table 4-4
AREA 2 - KEIZER
Elementary Facilities Needed
By Status Quo and Alternatives

	'95	'96	'97	'98	'99	'00	'01	'02	'03	'04	'05	'06	'07	'08	'09	'10	'11	'12	'13	'14	'15	TOTAL
Class size at 26.5																					■	1
Class size at 29.5																						0
5 - track YRE																						0
4 - track YRE																						0
Double shifting																						0

■ = One school needed
Source: MWVCOG

Table 4-5
AREA 3 - HAYESVILLE
Elementary Facilities Needed
By Status Quo and Alternatives

	'95	'96	'97	'98	'99	'00	'01	'02	'03	'04	'05	'06	'07	'08	'09	'10	'11	'12	'13	'14	'15	TOTAL
Class size at 26.5																■						1
Class size at 29.5																					■	1
5 - track YRE																						0
4 - track YRE																						0
Double shifting																						0

Table 4-6
AREA 4 - SE SALEM
Elementary Facilities Needed
By Status Quo and Alternatives

	'95	'96	'97	'98	'99	'00	'01	'02	'03	'04	'05	'06	'07	'08	'09	'10	'11	'12	'13	'14	'15	TOTAL
Class size at 26.5																						*
Class size at 29.5																						0
5 - track YRE																						0
4 - track YRE																						0
Double shifting																						0

■ = One school needed
* Growth in SE Salem and Central Salem will result in the need for one (1) school between the two study areas.
Source: MWVCOG

Table 4-7
AREA 5 - SOUTH SALEM
Elementary Facilities Needed
By Status Quo and Alternatives

	'95	'96	'97	'98	'99	'00	'01	'02	'03	'04	'05	'06	'07	'08	'09	'10	'11	'12	'13	'14	'15	TOTAL
Class size at 26.5										■				■					■			3
Class size at 29.5														■					■		■	3
5 - track YRE																	■				■	2
4 - track YRE																			■			1
Double shifting																						0

Table 4-8
AREA 6 - CENTRAL SALEM
Elementary Facilities Needed
By Status Quo and Alternatives

	'95	'96	'97	'98	'99	'00	'01	'02	'03	'04	'05	'06	'07	'08	'09	'10	'11	'12	'13	'14	'15	TOTAL
Class size at 26.5																						*
Class size at 29.5																						0
5 - track YRE																						0
4 - track YRE																						0
Double shifting																						0

■ = One school needed
* Growth in SE Salem and Central Salem will result in the need for one (1) school between the two study areas.
Source: MWVCOG

Table 4-9
Districtwide
Middle School Facilities Needed
By Status Quo and Alternatives

	'95	'96	'97	'98	'99	'00	'01	'02	'03	'04	'05	'06	'07	'08	'09	'10	'11	'12	'13	'14	'15	TOTAL
Class size at 27															■					■		2
Class size at 30																					■	1
5 - track YRE																						0
4 - track YRE																						0
Double shifting																						0

■ = One school needed
Source: MWVCOG

Conclusion

The Salem-Keizer School District, in cooperation with the Cities of Salem and Keizer, Marion and Polk Counties, and the Salem Area Transit District, recognized the need to plan for needed school facilities over the next 20 years. School age population is expected to increase by 38 percent over this period. Based on the current education program, nine new elementary schools and two new middle schools will be needed to accommodate the projected growth. The School District's High School Advisory Committee recommends that future high school needs be met by operational changes and by adding an alternative high school.

The School District's current building program will provide for the maximum utilization of existing facilities. Therefore, future growth must be accommodated by program and/or operational changes or by new facility development. Alternatives to new school development include increasing classroom sizes, implementing a year round education program, or "double stacking" schools.

Areas suitable for new school development are diminishing as the Salem-Keizer urbanizable area develops. It is increasingly important for the School District to anticipate family requirements and attempt to acquire school sites at least ten years in advance of development.

Site assessment includes not only locating property adequate for siting a school, but also evaluating the infrastructure including the availability of public utilities, the adequacy of the transportation network, the accessibility to the transit system, and the feasibility of an area park.

The Study sets forth a framework for assessing needed facilities and improvements to existing facilities. However, the Study is just the starting point. It must be continually monitored and updated to reflect growth patterns and changes in educational programs.

The School District and local jurisdictions must continue to work closely together to improve communication and cooperation. Areas of particular importance include:

- Development of objective procedures for the siting of new facilities;

- Coordination of capital improvement programs;

- Cooperation on future updates of the Facilities Study; and

- Coordination of public facility improvements including public utilities, transportation and transit facilities, parks, etc.

CITY COUNCIL MEETING: **September 18, 1995**

AGENDA ITEM NUMBER: 7a

TO: MAYOR KOHO AND CITY COUNCIL MEMBERS

THROUGH: DOTTY TRYK
CITY MANAGER

FROM: KIM KRAUSE
FINANCE OFFICER

SUBJECT: CERTIFICATION OF DELINQUENT SEWER ACCOUNTS

ISSUE:

The City of Keizer collects sewer fees for the City of Salem from residents of Keizer. The attached list, marked as exhibit "A" represents an itemized list of delinquent accounts from August 1, 1994 through July 31, 1995. Each resident has been notified by certified letter and given a sufficient amount of time to remit payment for their account. ORS 454.225 authorizes the City to certify the delinquent amounts to the County Assessor to be assessed against the premises serviced. The statute also allows City to collect penalty, interest or costs associated with the delinquencies. A 10% delinquent amount has been added as a penalty and a $10.00 administration costs has been added to the delinquent amount.

RECOMMENDATION:

It is recommended the City Council adopt the attached Resolution which certifies the delinquent sewer accounts to the County Assessor for collection.

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R95-_____

CERTIFICATION OF DELINQUENT SEWER ACCOUNTS

WHEREAS, the City of Keizer is responsible for the collection of sewer fees for the City of Salem from the residents of Keizer; NOW THEREFORE,

BE IT RESOLVED that the attached Exhibit "A" is an itemized list of delinquent sewer charges through and including July 31, 1995 that the City has been unable to collect through the usual collection procedures; and

BE IT FURTHER RESOLVED that ten percent (10%) of the delinquent amount has been added as a penalty and that a $10.00 administration cost has also been added to the delinquent amount; and

BE IT FURTHER RESOLVED that the amounts certified on Exhibit "A" shall be added to the appropriate tax accounts as indicated pursuant to ORS 454.225.

PASSED this _____ day of __________________, 1995.

SIGNED this _____ day of __________________, 1995.

____

Mayor

____

City Recorder

EXHIBIT "A"

DELINQUENT SEWER ACCOUNTS
As of September 6, 1995

TAX ACCT	PROPERTY ADDRESS	OWNER ADDRESS	DELINQ. AMOUNT
48554-000	7890 Wheatland Rd N Keizer, OR 97303-9727	James Ingerson 7890 Wheatland Rd N Keizer, OR 97303-9727	83.41
48881-000	7495 Wheatland Rd N Keizer, OR 97303-3452	Patrick Bryant 7495 Wheatland Rd N Keizer, OR 97303-3452	155.53
52969-000	4750 Verda Ln NE Keizer, OR 97303-2245	Tabb Skelton 4750 Verda Ln NE Keizer, OR 97303-2245	98.68
52991-000	1618 Chemawa Rd NE Keizer, OR 97303-3659	Francis Lara 1618 Chemawa Rd NE Keizer, OR 97303-3659	237.58
53424-000	4930 Delight St N Keizer, OR 97303	Warren Perkins 3995 Pleasant View Dr N Kiezer, OR 97303-5409	324.36
53640-000	390 Weeks Dr N Keizer, OR 97303-5674	Della Park 390 Weeks Dr N Keizer, OR 97303-5674	120.79
70790-030	1256 Jays Dr N Keizer, OR 97303-3437	Edward Murphy 1256 Jays Dr N Keizer, OR 97303-3437	265.65
70840-650	4915 Rickman Rd NE Keizer, OR 97303-3824	James Cowley 4915 Rickman Rd NE Keizer, OR 97303-3824	228.94
73641-010	1354 Lockhaven Dr NE Keizer, OR 97303	April Crisp 1954 Allendale St NE Keizer, OR 97303	69.00
80130-220	1695 Leo St NE Keizer, OR 97303	Gerald Troutman 1695 Leo St NE Keizer, OR 97303	37.23

80130-390	4357 Arnold St NE Keizer, OR 97303	Joe Treml 4737 Carolina Ave NE Salem, OR 97305	44.16
82256-590	1250 Candlewood Dr NE Keizer, OR 97303	Raymond Hiebert 1256 Candlewood DrNE Keizer, OR 97303	50.62
82257-200	1250 Shady Ln NE Keizer, OR 97303-4738	E E Asher 1250 Shady Ln NE Keizer, OR 97303-4738	237.58
Total Delinquent Sewer Amount			$ 1,953.53

CITY COUNCIL MEETING: September 18, 1995

AGENDA ITEM NUMBER: 7b

TO: MAYOR KOHO AND CITY COUNCIL MEMBERS

THROUGH: DOTTY TRYK
CITY MANAGER

FROM: TRACY L. DAVIS tracy
CITY RECORDER

SUBJECT: KEIZERBRAU - CHANGE OF OWNERSHIP
RETAIL MALT BEVERAGE LIQUOR LICENSE

BACKGROUND:

On August 29, 1995, an application for a change of ownership was received for a Retail Malt Beverage liquor license for the Keizerbrau. The establishment is located at 4170 River Road North, Keizer.

In February, 1995 the City Council adopted an Ordinance establishing a procedure for reviewing liquor license applications within the City of Keizer. The Ordinance specifies for new licenses or renewals, the City Manager will notify all property owners within 200 feet of the outlet of the pending application. Letters were sent to the designated property owners on August 29, 1995. As of this date, there have not been any responses received.

The application has been reviewed by the Keizer Police Department and they have no objections to the request. The City Planner has also reviewed the application and found the property to be zoned commercial retail (CR) which is appropriate for this business. Copies of these approvals and the application are available for review in the City Recorder's office.

RECOMMENDATION:

It is recommended the City Council approve the change of ownership application for a retail malt beverage liquor license for the Keizerbrau.

MINUTES
KEIZER CITY COUNCIL
Tuesday, September 5, 1995
Robert L. Simon Council Chambers
Keizer City Hall
Keizer, Oregon

CALL TO ORDER

Mayor Koho called the regular meeting to order at 7:02 p.m. Roll call was taken as follows:

Present:
Dennis Koho, Mayor
Carl Beach, Councilor
Jim Keller, Councilor
Jerry McGee, Councilor
Bob Newton, Councilor
Jerry Watson, Councilor (arrived at 7:04 p.m.)

Absent
Al Miller, Councilor

Staff:
Dotty Tryk, City Manager
Wally Mull, Public Works Director
Kim Krause, Finance Director
John Morgan, Community Development Director
Shannon Johnson, City Attorney
Tracy L. Davis, City Recorder

PUBLIC TESTIMONY

There was no public testimony to come before the Council.

COMMITTEE REPORTS

PLANNING COMMISSION APPOINTMENTS

Dotty Tryk, City Manager reported presently there are three vacancies on the Keizer Planning Commission. The Volunteer Coordinating Committee has recommended the appointment of Richard Inman, Bill Wolf and June Abbott to fill these vacancies on the Commission.

Councilor Keller moved to appoint Richard Inman, Bill Wolf and June Abbott to serve three-year terms on the Keizer Planning Commission. Councilor McGee seconded the Motion.

In response to a question from Councilor McGee, City Manager Tryk confirmed the recent resignation of Planning Commission Chair Sam Goesch.

Mayor Koho invited members of the Council to the next Volunteer Coordinating Committee meeting when a review of applications to fill the vacancy will be discussed.

Councilor Newton recommended a letter of appreciation be sent to those individuals who have resigned their position on the Commission.

Councilor McGee suggested the City Manager conduct a formal exit interview with the volunteers who resign from the committees or commissions.

The Motion passed as follows:

AYES: Beach, Keller, Koho, McGee, Newton and Watson (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Miller (1)

BUDGET COMMITTEE APPOINTMENTS

Dotty Tryk, City Manager noted the Budget Committee terms of JoAnne Beilke and Shirley Pitt expired on August 30, 1995. The Volunteer Coordinating Committee has recommended the reappointment of these individuals to serve another three-year term on the Budget Committee.

Councilor Keller moved to reappoint JoAnne Beilke and Shirley Pitt to additional three-year terms on the Keizer Budget Committee. Councilor Watson seconded the Motion.

The Motion passed as follows:

AYES: Beach, Keller, Koho, McGee, Newton and Watson (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Miller (1)

PUBLIC HEARINGS

Mayor Koho opened the public hearing.

HIDDEN CREEK PHASE III STREET LIGHTING LOCAL IMPROVEMENT DISTRICT

Dotty Tryk, City Manager reported a local improvement district was initiated at the request of the developer of the Hidden Creek Phase III subdivision. An engineering report was completed and notice of the public hearing was mailed as required by Ordinance. Ms. Tryk noted she has not received any written remonstrance to this project.

There was no public testimony to come before the Council.

Mayor Koho closed the public hearing.

Councilor Keller moved a Resolution forming the Hidden Creek Phase III Street Lighting Local Improvement District. Councilor McGee seconded the Motion.

The Motion passed as follows:

AYES: Beach, Keller, Koho, McGee, Newton and Watson (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Miller (1)

Councilor Keller moved an Ordinance Spreading Assessments to the Hidden Creek Phase III Street Lighting Local Improvement District. Mayor Koho seconded the Motion.

The Motion passed as follows:

AYES: Beach, Keller, Koho, McGee, Newton and Watson (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Miller (1)

ORDINANCE - DECLARING LIEN FOR NUISANCE ABATEMENT AT 3856 CHERRY AVENUE NE (DINEHART)

Mayor Koho noted this was the time and place for a Public Hearing on this Ordinance.

Mayor Koho opened the public hearing.

Shannon Johnson, City Attorney reported this action initiated from an abandoned house on Cherry Avenue which had been the scene of an attempted murder/suicide. Mr. Johnson noted the owner refused to cooperate and several appearances in the Municipal Court were necessary to proceed to this point. Under the guidelines of the nuisance abatement ordinance it allows the City to abate the nuisance and charge the costs against the property in the form of a lien.

Councilor Keller questioned the need to revise the provisions in the ordinance to handle a situation of this magnitude to expedite the process.

Mr. Johnson stated at this time there is no need to change the ordinance, only a possible fine tuning of the process.

Councilor Watson commended the staff on the detailed report and handling of this situation.

In response to a question from Councilor Beach, Mr. Johnson noted the costs assessed were based upon the actual costs of the demolition, capping of sewer, clean-up fees and the legal costs. The ten-percent administrative fee would not accurately reflect the time of the City Manager, Chief of Police or staff in handling this matter.

Councilor McGee stated the administrative fee should be the same whether handling a simple or difficult case.

There was no public testimony to come before the Council.

Mayor Koho closed the public hearing.

In response to a question from Councilor Keller, City Manager Tryk stated it is very difficult to determine the actual administrative costs since a time card is not kept for each matter.

Councilor Watson felt the ten-percent administrative fee was a reasonable amount to charge.

Mayor Koho noted basing the administrative costs on ten-percent of the other costs will reflect the difficulty of the case.

Mayor Koho moved a bill for an Ordinance Declaring a Lien against Property located at 3856 Cherry Avenue Northeast and Directing the City Recorder to Enter Such Lien in the Minor Lien Docket Pursuant to Ordinance 94-282 (Nuisance Abatement); Declaring an Emergency. Councilor Beach seconded the Motion.

The Motion passed as follows:

AYES: Beach, Keller, Koho, McGee, Newton and Watson (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Miller (1)

CONSENT CALENDAR

The consent calendar consisted of the following:

a) RESOLUTION - Approve Engineer Report for Tepper East Street Lighting LID

b) RESOLUTION - Initiate Koufax Lane Street Lighting LID

c) Approval of August 21, 1995 Regular Session Minutes

Councilor McGee removed item "c" from the consent calendar.

Councilor Keller moved for approval of the remaining items on the Consent Calendar. Mayor Koho seconded the Motion.

The Motion passed as follows:

AYES: Beach, Keller, Koho, McGee, Newton and Watson (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Miller (1)

"item c" - August 21, 1995 Minutes

Councilor McGee stated the vote recorded on page 3 of the minutes should read 4-2-1 rather than 5-1-1 as noted. He requested the minutes reflect this.

Mayor Koho moved for approval of the minutes of August 21, 1995 as corrected. Councilor Beach seconded the Motion.

The Motion passed as follows:

AYES: Beach, Keller, Koho, McGee, Newton and Watson (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Miller (1)

OTHER BUSINESS

Councilor Keller inquired of the volunteer recognition program. Mayor Koho noted a volunteer of the quarter will be recognized at the next Council meeting.

Councilor Keller requested the City Manager prepare a report on the enforcement of temporary business permits.

Councilor Keller asked the City Manager to prepare a report or a plan on the recruiting and hiring process used to fill the recent voter approved positions in the Police Department. He requested this report be given to the Council by the City Manager at the next regular meeting. Councilor Keller voiced his concern that a drug enforcement officer will not be hired until May and also the policy of not hiring already qualified officers to fill these vacancies.

Councilor Beach stressed the importance of hiring a drug enforcement officer for Keizer. He recalled previous testimony of a Keizer Police detective stating drug enforcement has not occurred during the last year. Councilor Beach suggested the drug enforcement be as high of a priority as traffic enforcement.

Councilor McGee requested the report include any other current vacancies in the Keizer Police Department. He also voiced his concern with the hiring time for these vacancies. In addition, Councilor McGee asked the report to contain the plan to control drugs in Keizer.

City Manager Tryk requested the plan be presented to the Council at the October 2, 1995 meeting due to her absence from the September 18, 1995 meeting.

Councilor Watson concurred a plan needs to be developed for drug enforcement.

Councilor Newton stated it is a detriment to hire inexperienced officers rather than experienced. He requested the report include why Keizer is considered a training ground for new officers.

Councilor Keller stated the high turn-over rate of personnel within the department is also a concern for him. He approved the City Manager presenting the report at the October 2, 1995 meeting.

Mayor Koho reminded the Council of their budget decision to delay hiring of some of the officers until later in the fiscal year. He noted his disappointment if the officers were not hired until the end of the year and the funds were used for other purposes. Mayor Koho called attention to the fact the voters were told the officers would not all be hired at one time.

Councilor Beach reiterated his concern for drug enforcement. He advocated the hiring of an experienced officer for this position.

Councilor McGee expressed his disappointment the plan would not be presented by the City Manager in two weeks. In addition, he asked the report also include the plan to deal with the problems of drugs, traffic and the safety of the officers on the streets. Councilor McGee suggested hiring outside officers to curb the drug problem or consider other options to solve these problems.

Councilor Keller suggested the City Manager provide an advanced copy of the plan in two weeks.

Mayor Koho confirmed a report will be prepared by the City Manager to be distributed in the next couple of weeks and will be discussed as an agenda item on October 2, 1995.

Councilor McGee called the Council's attention to the fact the voters were promised new positions to address the traffic and drug enforcement problems in the community. If these positions are not filled by the end of the fiscal year, the details will need to be adequately explained so the faith of the voters will not be broken.

Councilor Beach stressed the Council's obligation to put get these officers on the street shortly after the first of the year.

Councilor McGee questioned the minimum coverage allowable on the streets and what plan is used to provide additional coverage by the sergeants, lieutenant and chief. In addition he requested reasons for the purpose of 12-hour shifts compared to other options.

Councilor Keller shared recent statistics from a Community Policing meeting. He noted the Police Department has towed 291 cars, 222 of those for no insurance, under the recently adopted impound ordinance. In addition the number of reckless driving arrest were down by 50%, traffic accidents down 2% and the driving while suspended arrests were up 158%.

Councilor Beach noted a recent memo listing liaison positions did not include his position on the Mid-Willamette Valley Economic Development district. Mayor Koho noted the liaison positions will be discussed at the September 18 meeting when Councilor Miller is present.

Mayor Koho announced he has sent a letter to property owners along Claggett Creek proposing a greenway. In the letter he asked for input or participation on a committee to discuss this issue in further detail.

Councilor Watson noted his disappointment in distributing this letter to citizens prior to the announcement to the Council.

Councilor McGee also voiced his disapproval of a letter being distributed prior to determining what the consensus of the Council would be on this issue. This situation puts additional pressure on the Council to follow the lead of the Mayor.

Mayor Koho said the letter stated it was only a concept that needs to be discussed before implementation.

Councilor Beach felt as a councilor, an obligation to voice the consensus of the Council when speaking in public. This will avoid loosing the credibility of the Council as a governing body.

Mayor Koho relayed some of the success and failures he has shared with the Council during his terms of office. In addition, he noted an upcoming article in the Keizertimes will include this item as well as a possible updated taxbase and the possibility of a public plaza.

Councilor Newton suggested using the written communications portion of the meeting to inform the Council on written issues.

Mayor Koho read to the Council the contents of a letter he has drafted to the City of Salem in regards to the Willow Lake Treatment Plant SKPAC process.

Councilor McGee noted he concurred with the comments in the letter which were taken from the discussions that occurred during past Council meetings on this issue.

Wally Mull Public Works Director reported on the traffic problems at Whiteaker Middle School which occurred today due to the revision to the parking lot. Additional signs were erected and the situation improved at the dismissal of school. Mr. Mull stated the staff will continue to monitor this situation.

John Morgan, Community Development Director gave a brief report on the status of the Safeway store remodeling project. He commended Safeway for working with the City on the design and landscaping when it was not a requirement of any permit process. Mr. Morgan stated the building permit should be issued at any time with construction to begin the first of the month.

Dotty Tryk, City Manager noted she will be out of town September 13 through 20. John Morgan will be acting City Manager during this time.

WRITTEN COMMUNICATION

John Morgan, Community Development Director stated reports on the Chemawa/River Road Design Plan, the School Facility draft plan and the Chemawa Activity Center were distributed to each of the Councilor's mailbox.

There was no further written communication to come before the Council.

AGENDA INPUT Mayor Koho noted the agenda input items.

ADJOURNMENT The meeting was adjourned at 8:20 p.m.

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Tracy L. Davis
City Recorder

APPROVED:
MAYOR:

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Dennis Koho

COUNCIL MEMBERS:

____________________	____________________
Councilor #1 - Jerry Watson	**Councilor #4 - Carl Beach**
____________________	**(absent)**
Councilor #2 - Bob Newton	**Councilor #5 - Al Miller**
____________________	____________________
Councilor # 3 - Jim Keller	**Councilor # 6 - Jerry McGee**

Minutes approved:

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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: WILLIAM R. KERR

Address: 4275 VERDA LANE, N.E.

Subject or Agenda Item Number: INCREASE OF 128%
~~TAX ON~~ ~~MY~~ SEWER BILL, EFFECTIVE
AUGUST '95 BILL

Your Comments:

Proponent ______ Opponent ______ General ______

Date ______________________

City of Keizer, Oregon

PUBLIC HEARING SIGN UP SHEET

PUBLIC HEARING RE: ORDINANCE - PRESERVATION/REPLACEMENT OF TREES

DATE: September 18, 1995 **TIME:** 7:00 p.m. **AGENDA ITEM #** 5a

BEFORE THE: KEIZER CITY COUNCIL **PLACE:** ROBERT L. SIMON COUNCIL CHAMBERS

NAME	ADDRESS	GENERAL	PROPONENT	OPPONENT
	no testimony			

fx

City of Keizer, Oregon

PUBLIC HEARING SIGN UP SHEET

PUBLIC HEARING RE: SALEM KEIZER SCHOOL FACILITY DRAFT PLAN

DATE: September 18, 1995 **TIME:** 7:00 p.m. **AGENDA ITEM #** 5b

BEFORE THE: KEIZER CITY COUNCIL **PLACE:** ROBERT L. SIMON COUNCIL CHAMBERS

NAME	ADDRESS	GENERAL	PROPONENT	OPPONENT
Bob Olsen	7950 Timothy Lane NE	X		

no other testimony
ck