

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

A G E N D A
KEIZER CITY COUNCIL
EXECUTIVE SESSION

Tuesday, September 8, 2009

6:00 p.m.

Keizer City Hall

Keizer, Oregon 97303

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

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

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

A G E N D A

URBAN RENEWAL AGENCY OF THE CITY OF KEIZER

Tuesday, September 8, 2009

6:30 p.m.

**Keizer Civic Center - Council Chambers
Keizer, Oregon**

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC TESTIMONY

This time is provided for citizens to address the Urban Renewal Agency on any matter not scheduled for public hearing.

4. PUBLIC HEARING

5. ADMINISTRATIVE ACTION

a. Landscape Grant Application – McCarter-Bowerly Properties

6. CONSENT CALENDAR

a. Approval of August 3, 2009 Urban Renewal Agency Minutes

7. OTHER BUSINESS

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

8. AGENDA INPUT

9. ADJOURN



URBAN RENEWAL AGENCY MEETING: September 8, 2009

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

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

FROM: SAM LITKE, SENIOR PLANNER

SUBJECT: Landscape Grant Application for the McCarter / Bowerly properties

ATTACHMENTS:

- Site plan

BACKGROUND:

On August 26th the Keizer Urban Renewal Board unanimously approved a grant request submitted for frontage improvements along the Bowerly (dentist office) / McCarter (martial arts) properties located at 4740 – 4790 River Road, between Dearborn and Linda Avenue. The proposed work includes removal and relocation of the existing curb-side sidewalk along River Road with a new 6 foot wide off-set sidewalk. There will be a stamped colored sidewalk at the driveway and at the intersections. Street trees will be planted in the new planting strip. One of the existing driveways will be closed. The relocated sidewalk will be placed within an easement to be granted to the city for public use.

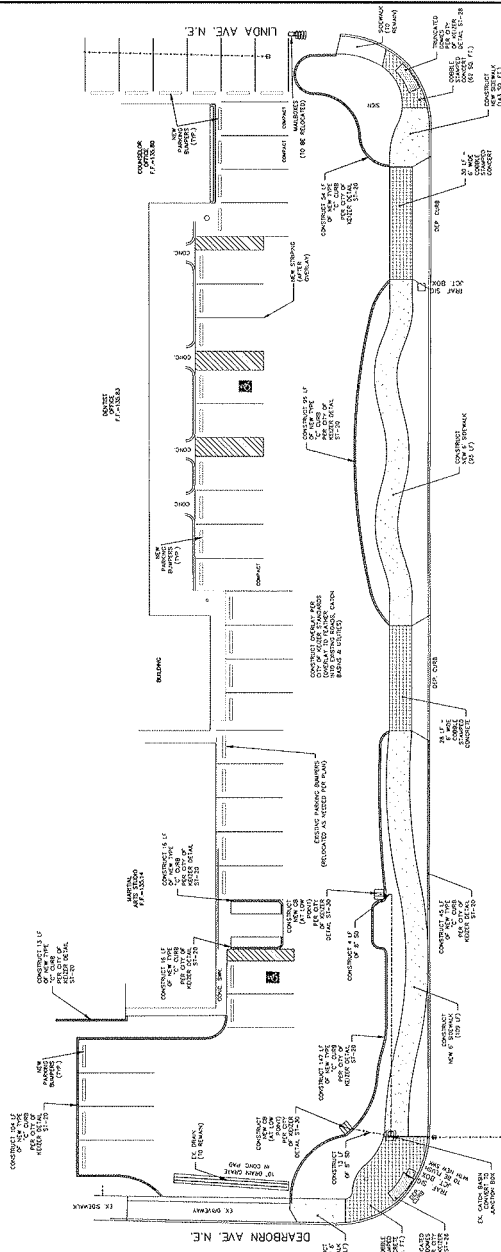
KURB recommended that Cascade Landscaping be funded \$8,823; and, that Cascade Paving be funded \$41,784.25. Since this project will result in the removal of the landscaped "islands" from the old gas station the parking lot will need to be repaved. The cost of the parking lot overlay will be split between the property owners. A 10% contingency is included to cover any unanticipated costs resulting in the total project cost of \$55,667.96.

The following conditions apply to this grant:

1. Property owners shall sign a grant agreement with the City before work begins.
2. The property owners shall sign and have recorded a cross access easement, and an easement allowing the public use of the relocated sidewalk.
3. Funded improvements shall be maintained by the property owner.
4. All work approved by this grant must be completed within 1 year.
5. Payment with, verification of expenses, shall not exceed funded amount.
6. All contractors shall be licensed by the State of Oregon.
7. Project shall display signage indicating Urban Renewal Agency funding.
8. Project shall be constructed to approved plans.
9. City shall hold back 10% of funding until a close out report is presented to KURB and KURB authorizes final payment.

RECOMMENDATION:

Staff recommends the Urban Renewal Agency approve a sidewalk and landscape grant in the amount of \$55,667.96 with the conditions outlined in this memo.



RIVER RD. N.

CITY OF KEIZER
P.O. BOX 21000 KEIZER, OR, 97138

NO CHANGES OR MODIFICATIONS
OR REPRODUCTIONS ARE TO BE
MADE TO THESE DRAWINGS
WITHOUT A WRITTEN
AUTHORIZATION FROM THE
ENGINEER WHOSE STAMP
APPEARS ON THESE DRAWINGS
DATE OF RECORD - *****

Design: KLS
Growth: KLS
Checked: WLD
Date:
Spec: AS-5000N
As-Built:

**COPELAND, BOWERLY AND
McCARTER PROPERTY**

CONSTRUCTION PLAN

Job Number
1144
Sheet Number
2 of 2



MINUTES
KEIZER URBAN RENEWAL AGENCY
Monday, August 3, 2009
Keizer Civic Center
Keizer, Oregon

CALL TO ORDER Agent Christopher called the session to order at 6:18 p.m. Roll Call was taken as follows:

Present:

Lore Christopher
Richard Walsh
Cathy Clark
Brandon Smith
David McKane
Jim Taylor
Mark Caillier

Staff:

Chris Eppley, City Manager
Kevin Watson, Assistant to the City Manager
Susan Gahlsdorf, Finance Director
Marc Adams, Police Chief
Nate Brown, Community Development Director
Shannon Johnson, City Attorney
Tracy Davis, City Recorder

**PUBLIC
TESTIMONY**

None

**PUBLIC
HEARING**
a. RESOLUTION –
Authorization for
Supplemental
Budget to
Redesign
Community
Center
Kitchen and
Carry Over
River Road
Renaissance
Projects

Finance Director Susan Gahlsdorf explained that the redesign costs for the kitchen are estimated at \$80,000 which includes a \$5,000 contingency; an additional \$150,000 in River Road Renaissance projects need to be carried over because those projects were not completed during the last fiscal year. She explained Oregon Budget Law relating to the supplemental budget requirements. She corrected the resolution that was posted in the newspaper: line 19 \$80,000 "decrease" in revenue should have been an "increase" and provided additional clarification on this and on the fiscal impact. Discussion then took place regarding the Civic Center budget, the sunset date for the Urban Renewal District, kitchen details, and the design process.

Mayor Christopher opened the Public Hearing.

Sherri Gottfried, Keizer, Sales Manager for the Keizer Renaissance Inn voiced support for the Civic Center as a community center, but noted that the addition of the proposed kitchen would be in direct competition with the Renaissance Inn. She expressed her opinion that adding the kitchen would be an inappropriate use of funds and urged Council to rethink this proposal. She concluded stating that a business plan should

be developed and marketing people hired because catering conventions are down right now.

Gordon Miller, Keizer, echoed Ms. Gottfried's comments and urged Council to check other cities that have public community centers before making this investment.

Darrell Richardson, Keizer, also voiced opposition to the kitchen noting that it would be in direct competition with other businesses of this nature.

Erick Peterson, Keizer, reporting from the Keizer Urban Renewal Board, noted that the Board had discussed this issue last month and added that the Board had limited information had been shocked by what they heard. He indicated that the Board found this situation confusing but that being at the Council meeting had clarified issues for him. He noted that the Board had recommended that the money be put towards paying down the debt rather than spending it on the kitchen and that a study projecting the uses and income should be done.

With no further testimony Mayor Christopher closed the Public Hearing.

Agent Taylor moved to adopt a resolution Authorizing a Supplemental Budget to Redesign Community Center Kitchen and Carryover River Road Renaissance Projects. Agent Smith seconded.

Agent Clark offered an amendment to pull the kitchen redesign to be considered separately and consider the River Road Renaissance carryover as a separate item. Amendment died for a lack of second.

Agent Taylor offered a friendly amendment to allow only \$65,000 for architectural design. Agent Smith did not accept the amendment.

Agent Taylor moved to amend the resolution to allow only \$65,000 for architectural design. Agent Clark seconded.

Mayor Christopher explained that the addition of this kitchen would make the Community Center a multi-purpose facility and through this effort it is hoped that it would become self-sufficient and city funds could be used for public safety and general fund needs instead. She voiced concern for limiting the City Manager with this amendment.

Discussion then took place regarding a marketing plan, a business plan, and feedback from catering establishments.

Motion on amendment passed as follows:

AYES: Christopher, Walsh, McKane, Caillier, Taylor and Clark (6)

NAYS: Smith (1)

ABSTENTIONS: None (0)

ABSENT: None (0)

Motion on amended resolution passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**ADMINISTRATIVE
ACTION**

None

**CONSENT
CALENDAR**

A. Approval of June 1, 2009 Agency Minutes

B. Approval of June 15, 2009 Agency Minutes

C. Approval of July 6, 2009 Agency Minutes

Agent Caillier pulled Item C.

Agent Christopher moved to approve Items A and B of the Consent Calendar. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Agent Christopher moved to approve Item C of the Consent Calendar. Motion passed as follows:

AYES: Christopher, Walsh, Smith, McKane, Taylor and Clark (6)

NAYS: None (0)

ABSTENTIONS: Caillier (1)

ABSENT: None (0)

**OTHER
BUSINESS**

None

ADJOURNMENT

The meeting was adjourned at 7:14 p.m.

APPROVED:

Lore Christopher, Chair

Debbie Lockhart, Deputy City Recorder

AGENCY MEMBERS

David McKane

Mark Caillier

Jim Taylor

Cathy Clark

Brandon Smith

Richard Walsh

Minutes approved:

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

AGENDA

KEIZER CITY COUNCIL
REGULAR SESSION

**Tuesday, September 8, 2009
7:00 p.m.**

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

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. PUBLIC TESTIMONY**

This time is provided for citizens to address the Council on any matters other than those on the agenda scheduled for public hearing.

5. PUBLIC HEARINGS

- a. **RESOLUTION** – Authorization for Supplemental Budget to Pay Repairs for Damage to Storm Drain System
RESOLUTION – Authorization of Interfund Loan to the Storm Fund from the Transportation Improvement Fund

6. ADMINISTRATIVE ACTION

7. CONSENT CALENDAR

- a. **RESOLUTION** – Authorizing the City Manager to Execute Extension of Street and Right of Way Landscape Maintenance Services Contract With All Seasons Ground Care
- b. **RESOLUTION** – Authorizing the City Manager to Enter Agreement with H & H Paving for Candlewood Bike Path Paving Project
- c. **RESOLUTION** - Initiating Magee Estates Street Light District
- d. **RESOLUTION** – Initiating McNary Heights Street Light District

- e. **RESOLUTION** – Appropriation Transfer
- f. Approval of August 3, 2009 Regular Session Minutes
- g. Approval of August 10, 2009 Work Session Minutes

8. **COMMITTEE REPORTS**

- a. Marion Polk Yamhill County Storm Water Solutions Presentation
- b. Salem Keizer Transit District - System Redesign Presentation

9. **OTHER BUSINESS**

This time is provided to allow the Mayor, City Council members, or staff an opportunity to bring new or old matters before the Council that are not on tonight's agenda.

- a. New Business or Old Business Issues

10. **WRITTEN COMMUNICATIONS**

To inform the Council of significant written communications.

11. **AGENDA INPUT**

September 14, 2009
5:45 p.m. – City Council Work Session

- City of Keizer Parks Tour

September 21, 2009
7:00 p.m. City Council Meeting

October 5, 2009
7:00 p.m. City Council Meeting

12. **ADJOURNMENT**



COUNCIL MEETING:

September 8, 2009

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCILORS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

**FROM: SUSAN GAHLSDORF, FINANCE DIRECTOR
AND
ROB KISSLER, PUBLIC WORKS DIRECTOR**

**SUBJECT: SUPPLEMENTAL BUDGET AND INTERFUND BORROWING –
TRANSPORTATION FUND TO STORM WATER FUND**

ISSUE: This past spring, a landslide occurred within Keizer damaging the Storm Drain system. Public Works staff estimates repairs for the landslide and storm pipes on Westridge will cost up to \$285,000. This cost was not anticipated when the FY09-10 budget was adopted.

ORS 294 provides that a supplemental budget may be adopted when an occurrence or condition that was not known at the time the adopted budget was prepared requires a change in financial planning.

ORS 294.460 provides for loans from one fund to another when made within compliance with state statutes.

FISCAL IMPACT: Public Works recommends paying for the cost of repairs as follows:

1. Delay purchase of Service Vehicle \$22,000 (budgeted in Capital Outlay, no budget adjustment is needed).
2. Apply \$18,500 revenue due from Street Fund to Storm Water Fund
3. Apply \$50,000 contingency
4. Borrow up to \$194,500 from the Transportation Improvement Fund. This fund currently has over \$1,200,000 in unappropriated funds. The loan made from the Transportation Fund will be repaid with interest at the established State Pool rate. An interfund borrowing is less expensive than borrowing funds from a financial institution and the City keeps the interest earned rather than paying it to an outside entity. Currently, the State Pool interest rate is about 1%.

Sufficient funds will be available in the Storm Water fund to repay at least one-half of the loan beginning in FY10-11. Staff estimates sufficient revenues will be available in the Storm Water fund

to pay the remaining balance over the ensuing four-year period. Should funds be insufficient to repay the loan during this time, the City could increase Storm Water rates to repay the debt. A 5% Storm Water Rate increase would increase a residential bi-monthly bill from \$5.40 to \$5.67, which equates to \$1.62 annually.

RECOMMENDATION:

Staff recommends the City Council adopt the attached resolutions authorizing the supplemental budget and interfund loan from the Transportation Improvement Fund to the Storm Water Fund.

CITY OF KEIZER, STATE OF OREGON

RESOLUTION R2009-_____

AUTHORIZATION FOR SUPPLEMENTAL BUDGET TO
PAY REPAIRS FOR DAMAGE TO STORM DRAIN SYSTEM

WHEREAS ORS 294 provides that a supplemental budget may be adopted when an occurrence or condition that was not known at the time the adopted budget was prepared requires a change in financial planning;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Keizer, provide the following appropriation be made for fiscal year ending June 30, 2010:

	<u>Increase</u>	<u>Decrease</u>
Storm Fund		
Capital Outlay	\$263,000	
Interfund Transfer – From Street Fund	18,500	
Interfund Transfer – From Transportation Fund	194,500	
Contingency		\$50,000
Transportation Improvement Fund		
Interfund Transfer – To Storm Fund	\$194,500	
Capital Outlay		\$194,500
Street Fund		
Interfund Transfer – To Storm Fund	\$18,500	
Contingency		\$18,500

Funds are needed to repair the storm water system caused by a landslide in the Westridge area in Spring 2009. The cost of repairs are to be paid using 1) a storm drain development fee, posted to the Street Fund in FY06-07, to be transferred to the Storm Fund 2) an Interfund borrowing from the Transportation fund and 3) an appropriation of contingency in the Storm fund.

PASSED this ____ day of _____, 2009

SIGNED this ____ day of _____, 2009

Mayor

City Recorder

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2009-_____

**AUTHORIZATION OF INTERFUND LOAN TO THE STORM FUND FROM THE
TRANSPORTATION IMPROVEMENT FUND**

**WHEREAS, the Storm Water Fund needs up to \$194,500 to pay the cost of
repairs for landslide damage to the storm drain system;**

**WHEREAS, the Transportation Improvement Fund has approximately
\$1,200,000 unappropriated cash available which the City does not anticipate
spending until after June 30, 2010. ORS 294.460 provides for loans from one fund to
another when made within compliance with state statutes.**

**NOW, THEREFORE BE IT RESOLVED that the Council authorize an interfund
loan to the Storm Fund up to \$194,500 from the Transportation Improvement Fund.**

**NOW, THEREFORE BE IT RESOLVED that all monies borrowed during the
period authorized be repaid by June 30, 2014 including interest at the established
Oregon State Investment Pool interest rate for the applicable the time period.**

PASSED this _____ day of _____, 2009.

SIGNED this _____ day of _____, 2009.

Mayor

City Recorder

CITY COUNCIL MEETING: September 8, 2009

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND COUNCIL MEMBERS

THROUGH: CHRISTOPHER C. EPPLEY, CITY MANAGER

FROM: E. SHANNON JOHNSON, CITY ATTORNEY

**SUBJECT: *RESOLUTION AUTHORIZING CITY MANAGER TO EXECUTE
EXTENSION OF LANDSCAPE MAINTENANCE CONTRACT***

The City has a contract with All-Seasons Grounds Care (Shangri-La Corporation) for right-of-way landscape maintenance. This item is budgeted in the Street Fund line item.

In the past, the contract has been less than \$25,000 and consequently is authorized by the Department Head or City Manager. However, with the modest price increase plus the addition of Keizer Station Boulevard, Chemawa and Dearborn landscaped right-of-ways, the price is now \$29,016.87 for the annual contract. Therefore, it needs to be approved by Council.

RECOMMENDATION:

Adopt the attached Resolution authorizing the City Manager to enter into an extension of the right-of-way maintenance landscape agreement.

Please let me know if you have any questions in this regard. Thank you.

ESJ/tmh
attachment

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2009-_____

AUTHORIZING CITY MANAGER TO EXECUTE EXTENSION OF
CITY OF KEIZER STREET AND RIGHT OF WAY LANDSCAPE
MAINTENANCE SERVICES CONTRACT WITH ALL-SEASONS
GROUNDS CARE

WHEREAS, the City and All Seasons Grounds Care entered into a Street and Right of
Way Landscape Maintenance Services Contract effective August 1, 2007;

WHEREAS, during the term of the Contract, the City has submitted change orders to
add additional right of way maintenance projects to the Scope of Services and All Seasons
Grounds Care has accepted such change orders;

WHEREAS, the Contract allows for two (2) one-year extensions if agreed to in writing;

WHEREAS, the Contract allows for a price adjustment during the annual renewal of the
Contract;

WHEREAS, the City and All Seasons Grounds Care wish to extend such Contract to
July 31, 2010;

WHEREAS, All Seasons Grounds Care has requested an amendment to the existing
Contract to amend the consideration paid for services rendered;

WHEREAS, the City has requested an amendment to the existing Contract to amend the
Scope of Services to be performed under the Contract extension period;

NOW, THEREFORE,

BE IT RESOLVED by the City Council of the City of Keizer that the City Manager is
authorized to execute the attached Extension of City of Keizer Street and Right of Way
Landscape Maintenance Services Contract with All Seasons Grounds Care.

BE IT FURTHER RESOLVED by the City Council of the City of Keizer that the City Manager is authorized to take such further action as required under state law.

PASSED this _____ day of _____, 2009.

SIGNED this _____ day of _____, 2009.

Mayor

City Recorder

**EXTENSION OF
CITY OF KEIZER STREET AND RIGHT OF WAY
LANDSCAPE MAINTENANCE SERVICES CONTRACT
BETWEEN
ALL SEASONS GROUNDS CARE
AND THE
CITY OF KEIZER**

THIS EXTENSION AGREEMENT is made and entered into this 1st day of August, 2009, by and between the CITY OF KEIZER, an Oregon municipal corporation, hereinafter referred to as the ACity,@ and ALL SEASONS GROUNDS CARE, hereinafter referred to as AContractor.@"

RECITALS:

WHEREAS, the parties named above entered into that certain City of Keizer Street and Right of Way Landscape Maintenance Services Contract effective August 1, 2007;

WHEREAS, during the term of the Contract, the City has submitted change orders to add additional right of way maintenance projects to the Scope of Services and Contractor has accepted such change orders;

WHEREAS, the Contract allows for two (2) one-year extensions if the parties agree in writing;

WHEREAS, the Contract allows for a price adjustment during the annual renewal of the Contract;

WHEREAS, the parties have agreed to extend and amend the Contract as set forth below;

NOW, THEREFORE, in consideration of the mutual promises contained in the City of Keizer Street and Right of Way Landscape Maintenance Services Contract and herein, the parties agree as follows:

AGREEMENT:

SECTION 1. EFFECTIVE DATE.

Pursuant to Section 1 of the City of Keizer Street and Right of Way Landscape Maintenance Services Contract effective August 1, 2007, the parties agree to extend such Contract to July 31, 2010. There can be no more than one (1) one-year extension remaining under the terms of the

Contract.

SECTION 2. STATEMENT OF WORK.

The attached "All Seasons Landscape Right of Way Maintenance for Contract Period 2009-2010" shall replace the Scope of Services attached to the original Contract and the Contractor shall comply in every way with the requirements of this new document.

SECTION 3. PRICE ADJUSTMENT.

Pursuant to Section 3(c) of the City of Keizer Street and Right of Way Landscape Maintenance Services Contract effective August 1, 2007, the parties agree that a price adjustment is necessary at this time and that the attached "Request for Price Approval" shall replace all previous price approvals between the parties. City agrees to sign such Request contemporaneously with the signing of this Extension Agreement.

SECTION 4. CONTRACT TO REMAIN IN FORCE.

Except as specifically amended herein, all other terms of the City of Keizer Street and Right of Way Landscape Maintenance Services Contract effective August 1, 2007, shall remain in full force and effect.

Dated: _____

THE CITY OF KEIZER,
an Oregon municipal corporation

By: _____
Christopher C. Eppley,
City Manager

Dated: _____

SHANGRI-LA CORP.
ALL SEASONS GROUNDS CARE

By: _____
Teri Marsh,
Employment Services Director

**All Seasons Landscape
Right of Way Maintenance
For Contract Period 2009-2010**

Chemawa Road NE – River Road. to Claggett Creek	Twice per Month Service
Dearborn Ave. NE – River Road to Claggett Creek	Twice per Month Service
Keizer Station Blvd – Lockhaven to Radiant Dr. /35 th St.	Twice per Month Service
Cherry Ave. – Manbrin Dr. to approx. Candlewood Dr.	Twice per Month Service
Sam Orcutt Way – River Road to Cherry Ave.	Twice per Month Service
Lockhaven Dr. N – McClure to Windsor Island Rd.	Twice per Month Service
Lockhaven Dr. NE – McLeod Lane to R/R Tracks	Twice per Month Service
SW corner Lockhaven Dr. & River Rd. & Water Feature	Twice per Month Service
River Road & Wheatland Rd	Twice per Month Service

Focal Point at River Rd. and Chemawa Rd.	Weekly Service	Mar. – Jun.
	Biweekly Service	Jul. – Nov.

All Services to be provided March through November of each year



DEPARTMENT OF ADMINISTRATIVE SERVICES
Request for Price Approval

For Landscape Maintenance City of Keizer, Contract #ROW Keizer Station
(Product or Service)

Total Price: \$29,016.87, per Year (9 mo.) (month, year, each, doz.)

Requesting Agency: City of Keizer

Requesting QRF: Shangri-La

**Agency and QRF agree the proposed price and supporting
documentation meets the requirements of OAR 125-055-0030.**

_____, date: _____
Authorized Agency Signature

_____, phone # _____
Email Address

Jim Marsh, date: 08/03/09
Authorized QRF Signature

tmars@shangrilacorp.org, phone # 503-431-1732 x 342
Email Address

**DAS/SPO has reviewed the submitted documentation supporting the
price offered by the QRF and approves the price for procurement of the
above stated product or service in accordance with OAR 125-055-0030.**

_____, date: _____
DAS QRF Coordinator

CITY COUNCIL MEETING:_____

AGENDA ITEM NUMBER:_____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: ROB KISSLER
DIRECTOR OF PUBLIC WORKS**

**FROM: BILL LAWYER
PUBLIC WORKS SUPERINTENDENT**

SUBJECT: CANDLEWOOD DRIVE BIKE PATH PAVING

DATE: September 2, 2009

BACKGROUND:

The Department of Public Works solicited bids for the paving of bike paths along Candlewood Drive NE from Cherry Ave. to Brooks Ave. This project was identified through the budget process for completion this year. City staff and equipment performed the preparation of the widening for the paving. The bids for the paving ranged from a high of \$58,800.00 to a low of \$40,842.90. H & H Paving Co. submitted the lowest bid.

FISCAL IMPACT:

The funds for this project are identified in the FY 09/10 Street Fund budget line 98.

RECOMMENDATION:

Staff recommends Council adopt the attached resolution authorizing the City Manger to sign a contract in the amount of \$40,842.90 with H & H Paving Co. for the paving of the bike paths on Candlewood Dr. NE.

Please contact me with any questions or concerns.

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2009 - _____

**AUTHORIZING THE CITY MANAGER TO ENTER AN AGREEMENT WITH
H & H PAVING FOR THE PAVING OF BIKE PATHS ON CANDLEWOOD DRIVE NE**

**WHEREAS, the Keizer Public Works Department identified the paving of bike
paths along Candlewood Drive from Cherry Avenue to Brooks Avenue as one of
their projects in the 2009-2010 budget;**

**WHEREAS, bids were solicited and received for this project. Bids ranged
from a high bid of \$58,800.00 to a low bid of \$40,842.90;**

**WHEREAS, the low bid of \$42,842.90 was submitted by H & H Paving and
has now been reviewed and certified. NOW THEREFORE;**

**BE IT RESOLVED by the City Council of the City of Keizer that the City
Manager is hereby authorized to enter into an agreement with H & H Paving for a
total cost of \$42,842.90 to pave bike paths on Candlewood Drive NE, between
Cherry Avenue and Brooks Avenue.**

PASSED this _____ day of _____, 2009.

SIGNED this _____ day of _____, 2009.

Mayor

City Recorder

COUNCIL MEETING: September 8, 2009

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: CHRISTOPHER C. EPPLEY
CITY MANAGER**

**FROM: E. SHANNON JOHNSON
CITY ATTORNEY**

**SUBJECT: INITIATING MAGEE ESTATES SUBDIVISION STREET LIGHTING
LOCAL IMPROVEMENT DISTRICT**

ISSUE:

Shall the City Council initiate Magee Estates Subdivision Street Lighting Local Improvement District?

DISCUSSION:

This particular subdivision did not form the street lighting district as required. Because the lots were sold and there are multiple owners, staff recommends Council initiating the street lighting district process. At an appropriate time, there will be notice of a public hearing and the property owners can object if they wish. This action tonight only begins the process by having a City Engineer report completed. The Council is not obligated at all to continue forward with the process.

RECOMMENDATION:

It is recommended that the City Council approve the Resolution Initiating Magee Estates Subdivision Street Lighting Local Improvement District and direct the City Engineer to prepare a survey of the area.

If you have any questions in this regard, please contact me. Thank you.

ESJ/tmh
attachment

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2009-_____

DECLARING THE CITY'S INTENT TO INITIATE A
STREET LIGHTING LOCAL IMPROVEMENT DISTRICT
(MAGEE ESTATES SUBDIVISION) AND DIRECTING THE
CITY ENGINEER TO MAKE A SURVEY AND FILE A
WRITTEN REPORT WITH THE CITY RECORDER

WHEREAS, there exists a need to form a municipal lighting district in the Magee
Estates Subdivision development in the City of Keizer, Oregon;

WHEREAS, the City Council is authorized by City of Keizer Ordinance No. 94-278 to
declare its intention to form the district;

NOW, THEREFORE,

BE IT RESOLVED by the City Council of the City of Keizer that:

1. The City Council declares its intent to initiate Magee Estates Subdivision Street
Lighting Local Improvement District;
2. The map attached hereto, marked Exhibit "A", and by this reference
incorporated herein sets forth the proposed boundaries of the district;
3. The City Engineer is hereby directed to make a survey of the District;
4. The City Engineer shall file a written report with the City Recorder to be
considered by the City Council on October 7, 2009.

PASSED this _____ day of _____, 2009.

SIGNED this _____ day of _____, 2009.

Mayor

City Recorder

COUNCIL MEETING: September 8, 2009

AGENDA ITEM NUMBER:_____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: CHRISTOPHER C. EPPLEY
CITY MANAGER**

**FROM: E. SHANNON JOHNSON
CITY ATTORNEY**

**SUBJECT: INITIATING MCNARY HEIGHTS ADDITION SUBDIVISION STREET
LIGHTING LOCAL IMPROVEMENT DISTRICT**

ISSUE:

Shall the City Council initiate McNary Heights Addition Subdivision Street Lighting Local Improvement District?

DISCUSSION:

This particular subdivision did not form the street lighting district as required. Because the lots were sold and there are multiple owners, staff recommends Council initiating the street lighting district process. At an appropriate time, there will be notice of a public hearing and the property owners can object if they wish. This action tonight only begins the process by having a City Engineer report completed. The Council is not obligated at all to continue forward with the process.

RECOMMENDATION:

It is recommended that the City Council approve the Resolution Initiating McNary Heights Addition Subdivision Street Lighting Local Improvement District and direct the City Engineer to prepare a survey of the area.

If you have any questions in this regard, please contact me. Thank you.

ESJ/tmh
attachment

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2009-_____

DECLARING THE CITY'S INTENT TO INITIATE A STREET
LIGHTING LOCAL IMPROVEMENT DISTRICT (MCNARY
HEIGHTS ADDITION SUBDIVISION) AND DIRECTING THE
CITY ENGINEER TO MAKE A SURVEY AND FILE A WRITTEN
REPORT WITH THE CITY RECORDER

WHEREAS, there exists a need to form a municipal lighting district in the McNary
Heights Addition Subdivision development in the City of Keizer, Oregon;

WHEREAS, the City Council is authorized by City of Keizer Ordinance No. 94-278 to
declare its intention to form the district;

NOW, THEREFORE,

BE IT RESOLVED by the City Council of the City of Keizer that:

1. The City Council declares its intent to initiate McNary Heights Addition
Subdivision Street Lighting Local Improvement District;
2. The map attached hereto, marked Exhibit "A", and by this reference
incorporated herein sets forth the proposed boundaries of the district;
3. The City Engineer is hereby directed to make a survey of the District;
4. The City Engineer shall file a written report with the City Recorder to be
considered by the City Council on October 7, 2009.

PASSED this _____ day of _____, 2009.

SIGNED this _____ day of _____, 2009.

Mayor

City Recorder

43-14

MULTI/TECH ENGINEERING SERVICES, INC.
1155 13TH ST. S.E.
SALEM, OREGON 97302

- IX - POST-MONUMENTATION CONSIDERATIONS

BOOK = BOOK OF TOWN PLATS
S.O.T.P. = BOOK OF TOWN PLATS
CDE = CDE

R. = REEL.
V. = VOLUME

① 10' STORM SEWER EX easement per BDL 644, PAGE 164. LOCATION SHOWN IS APPROXIMATE. DED DED CALLS FOR CONTINGENT "AS LOCATED". THESE LINES WERE NOT INSTALLED. EASEMENT TO BE RELINQUISHED BY MARION COUNTY. SEE C.S. 34607.

- ① $FD/2^4$ 1A, 1B* DEEP (PLAT + C.S. 22798)
- ② $FD/5/8^4$ 1R YMC SMALL NUSK C.S. 22798
- ③ $FD/5/8^4$ 1R YMC SMALL NUSK C.S. 22798
- ④ $FD/5/8^4$ 1R 6' DEEP C.S. 22798
- ⑤ $FD/1/2^4$ 1A, 12' DEEP - VOL. 1B, PG. 30
- ⑥ $FD/1/2^4$ 1A, 6' DEEP - VOL. 1B, PG. 30
- ⑦ $FD/5/8^4$ 1R, YMC 1804 + 4' DEEP - 566.371 + 0.32

NO RECORD FOUND.

LINE TABLETABLE

REGISTERED
PROFESSIONAL
LAND SURVEYOR

Joseph P. Fildano

OREGON
JAN 21, 1997
JOSEPH P. FILDANO
2805

RENEW BY: 12/31/99

RECEIVED BY: 12/31/99

COUNCIL MEETING: September 8, 2009

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND COUNCIL MEMBERS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

**FROM: SUSAN GAHLSDORF, CPA
FINANCE DIRECTOR**

SUBJECT: Authorization for Appropriation Transfer

ISSUE: Oregon Budget Law allows for the transfer of appropriations within a fund during the fiscal year and for the appropriation of pass-through revenues during the fiscal year (ORS 294.450);

Oregon Budget Law further provides that a resolution or ordinance be passed to provide authority for the expenditure of these funds.

The attached resolution identifies the budget adjustments needed and a brief description of each adjustment.

FISCAL IMPACT: The attached budget adjustments transfer funds 1) to the Internal Services Fund to better track expenditures, 2) move expenditures from the Internal Services Fund to the Revenue Sharing Fund for an identified need for Motorcycle Equipment and 3) expend savings in the General Fund for items budgeted but not purchased in FY08-09. These budget adjustments use existing savings (increased working capital) and anticipated FY09-10 savings to fund these expenditures.

RECOMMENDATION: Staff recommends the council adopt the attached resolution authorizing the expenditure of funds as described above.

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON
Resolution R2009-_____
AUTHORIZATION FOR APPROPRIATION TRANSFER

WHEREAS ORS 294.450 allows for the transfer of appropriation authority within a fund and for the appropriation of pass-through revenues during the fiscal year;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Keizer, that the following appropriations be made for fiscal year ending June 30, 2009:

		Adopted Budget	Adjustment		Revised Budget
			DR	CR	
General Fund					
Resources	Working Capital	(1,551,200)		(8,700)	(1,559,900)
Administration	Materials & Services	140,100		(13,300)	126,800
Parks	Materials & Services	84,200		(500)	83,700
Community Development	Materials & Services	181,000		(2,800)	178,200
Municipal Court	Materials & Services	121,800		(2,000)	119,800
Transfers	Transfers Out	1,269,900	27,300		1,297,200
		245,800	27,300	(27,300)	245,800
Materials & Supplies moved to the Internal Services Fund (ISF) to better track costs. \$15,000 budgeted in the ISF for Police Car Camera Lease is needed for motorcycle equipment in Revenue Sharing. Savings in General Fund expenditures increased FY09-10 working capital over amount budgeted; \$8,700 in carryover expenses is needed to help fund the transfer to the ISF for computer expenses.					

Street Fund					
Transfers	Transfers Out	360,700	1,300		362,000
Expenditures	Materials & Services	465,600		(1,300)	464,300
		826,300	1,300	(1,300)	826,300
Materials & Supplies moved to the Internal Services Fund (ISF) to better track costs.					

Revenue Sharing Fund					
Resources	Transfers In	-		(15,000)	(15,000)
Expenditures	Capital Outlay	331,200	15,000		346,200
		331,200	15,000	(15,000)	331,200
Materials & Supplies moved to the Internal Services Fund (ISF) to better track costs.					

Sewer Fund					
Transfers	Transfers Out	137,100	2,000		139,100
Expenditures	Materials & Services	4,360,700		(2,000)	4,358,700
		4,497,800	2,000	(2,000)	4,497,800
Materials & Supplies moved to the Internal Services Fund (ISF) to better track costs.					

Water Fund					
Transfers	Transfers Out	431,300	7,000		438,300
Expenditures	Materials & Services	749,700		(7,000)	742,700
		1,181,000	7,000	(7,000)	1,181,000
Materials & Supplies moved to the Internal Services Fund (ISF) to better track costs.					

Street Lighting District Fund					
Transfers	Transfers Out	35,100	600		35,700
Expenditures	Materials & Services	366,000		(600)	365,400
		401,100	600	(600)	401,100
Materials & Supplies moved to the Internal Services Fund (ISF) to better track costs.					

Adopted Budget	Adjustment		Revised Budget
	DR	CR	

Storm Water Fund				
Transfers	Transfers Out	74,300	1,400	75,700
Expenditures	Materials & Services	131,100	(1,400)	129,700
		205,400	1,400	205,400
<i>Materials & Supplies moved to the Internal Services Fund (ISF) to better track costs.</i>				

Internal Services Fund				
Expenditures	Materials & Services	638,600	18,200	656,800
Expenditures	Capital Outlay	52,300	6,400	58,700
Resources	Transfer In	1,771,500	(24,600)	1,746,900
		2,462,400	24,600	2,462,400
<i>Additional funds are needed for flags and miscellaneous items for the new civic center. Materials & Supplies moved from other operating funds to the Internal Services Fund (ISF) to better track costs. Increase computer hardware primarily to fund laptops budgeted in FY08-09 and not purchased until FY09-10. Decrease software primarily for funds moved to Revenue Sharing for Motorcycle equipment.</i>				

PASSED this ____ day of _____, 2009

SIGNED this ____ day of _____, 2009

Mayor

City Recorder



MINUTES
KEIZER CITY COUNCIL
Monday, August 3, 2009
Keizer City Hall Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Christopher called the regular meeting to order at 7:25 pm. Roll Call was taken as follows:

Present:

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

Staff:

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

FLAG SALUTE

Mayor Christopher led the pledge of allegiance.

PUBLIC TESTIMONY

Michael Hickman, Keizer, provided a detailed update on the Community Library and noted that membership had grown by 25% from last year. He informed Council that the Library would have a booth at the RiverFair with information available and books for sale.

Lyndon Zaitz, Keizer, invited everyone to the upcoming RiverFair organized by the Making Keizer Better Foundation and reviewed planned activities, opportunities and parking options

Jean Hoem, Keizer, representing Emerald Pointe residents, explained that residents are experiencing difficulty catching the bus because the stop is across the street from Emerald Pointe and there is no pedestrian crossing. Discussion took place with Councilors voicing support of remedying this situation perhaps with a reversal in the route so that instead of the bus traveling south on River Road, it would travel north thereby allowing pickup at Emerald Pointe.

PUBLIC HEARING

None

**ADMINISTRATIVE
ACTION**

**a. RESOLUTION ~
Accepting and
Acknowledging**

City Attorney Shannon Johnson explained that this matter was before Council following direction to bring back a Resolution.

Councilor Taylor moved to adopt a Resolution Accepting and Acknowledging the Keizer Compass – Community Vision 2029 Statement. Councilor Walsh seconded. Motion passed unanimously as follows:

**the Keizer
Compass**

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

**b. RESOLUTION ~
Authorizing the
City Manager to
Enter Into a
Collective
Bargaining
Agreement with
the Keizer Police
Association**

Human Resources Director, Machell DePina, provided background and fiscal impact information on the agreement and recommended adoption.

Councilor Taylor moved to adopt a Resolution Authorizing the City Manager to Enter Into a Collective Bargaining Agreement with the Keizer Police Association. Councilor Clark seconded. Motion passed unanimously as follows:

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

**CONSENT
CALENDAR**

A. RESOLUTION – Authorizing the City Manager to Enter an Agreement with Newman Paving for Construction of Paved Pathway at Country Glen Park and Paved Pathway/Parking Area at Wallace House Park.

B. RESOLUTION – Authorizing Disposition of Surplus Property (Keizer Police Department Copy Machine)

C. Approval of July 13, 2009 Work Session Minutes

D. Approval of July 20, 2009 Regular Session Minutes

Councilor Caillier pulled Item C.

Councilor Taylor moved to accept Items A, B and D of the Consent Calendar. Councilor Clark seconded. Motion passed unanimously as follows:

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

Councilor Taylor moved to accept Item C of the Consent Calendar. Councilor Clark seconded. Motion passed as follows:

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

**COMMITTEE
REPORTS**

**a. Appointment to
Keizer Bikeways
Committee**

City Manager, Chris Eppley, reported that Position Number 6 (term ending on December 31, 2009) on the Bikeways Committee was vacant. Notice of the vacancy was published and James Merrill was unanimously recommended to fill the vacancy by the Volunteer Coordinating Committee.

Councilor Taylor moved that the City Council accept the recommendation of the Volunteer Coordinating Committee to appoint James Merrill to Position # 6 on the Bikeways Committee. Councilor Smith seconded.

Councilor McKane offered a friendly amendment to include the next full term so that the term would expire on December 31, 2012. Friendly amendment was accepted by Councilors Taylor and Smith.

Amended motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

b. Appointment to Keizer Planning Commission

City Manager, Chris Eppley, reported that there were two vacancies on the Planning Commission. Notice of the vacancies was published and Albert Castaneda (Position #7) and Jonathan Thompson (Position #6) were recommended to fill the vacancies by the Volunteer Coordinating Committee.

Councilor Taylor moved that the City Council accept the recommendation of the Volunteer Coordinating Committee to appoint Albert Castaneda to Position #7 and Jonathan Thompson to Position #6 to complete the current terms plus an additional three year term (expiration date – September 30, 2012) on the Planning Commission. Councilor Smith seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Other Committee Reports

Councilor Clark reported that

- Thanks to the work of Erick Peterson, Rob Kissler and School District officials and the removal of the fence on the east side of the Cummings School property there is now an additional safe route to school.
- The Oregon Municipal Planning Organizations Consortium met in Bend and discussed House Bill 2001 and greenhouse gas studies. She has been appointed as the alternate to represent OMPOC on the Oregon Transportation Surface Transportation Improvement Plan which will be an ongoing study on how to improve the process for transportation planning.
- Keizer 23 Television is working on programming and volunteer development.
- Salem-Keizer Area Transportation Study received a preliminary report from ODOT on passenger rail.
- Chemawa Interchange is developing final alternatives and will have a booth at RiverFair showing the options.
- Community Leadership Forum for Transit will tour the transit operations

facility at their upcoming meeting.

- Friends of the Library will meet on August 6.

Councilor Mckane reminded everyone of upcoming Parks Board and Traffic Safety Commission meetings.

Councilor Caillier reminded everyone of upcoming Newton Park Neighborhood Watch, EVAK (Emergency Volunteers Assisting Keizer) anniversary celebration and the Claggett Creek Watershed Council meeting. He also noted that the August Planning Commission meeting had been cancelled; next meeting will be in September.

Councilor Walsh reported that

- He would be attending the upcoming Bridge Oversight meeting.
- The Economic Development & Government Affairs arm of the Chamber of Commerce met recently; they have not taken a position regarding the proposed kitchen improvements at the Civic Center.
- He attended Leadership Keizer and commended the program.

Councilor Taylor reminded everyone of the upcoming Commissioners Breakfast and thanked staff for the free concerts at the Keizer Rotary Amphitheater.

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

Chief Adams reminded everyone of National Night Out noting that 43 different events are being planned. He added that Keizer was not one of the cities that received the COPS grant but would be in the running for the 2010 round.

Public Works Director, Rob Kissler, reported that this was the last week for the American Reinvestment & Recovery Act. Bids were opened and came in under the engineer's estimate so the leftover funds will be going to SKATS to be allocated for more work in Keizer or work with regional partners. He thanked Marion County Public Works Engineering Department for helping with this project.

**WRITTEN
COMMUNICATIONS**

None

AGENDA INPUT

August 10, 2009

5:45 p.m. City Council Work Session

- Marion County Solid Waste Management Plan
- Master Telecom/Cell Phone Tax

August 17, 2009

7:00 p.m. City Council Meeting

- Certification of Street Lighting Districts
- Certification of Delinquent Sewer Accounts

September 8, 2009 (Tuesday)

7:00 p.m. City Council Meeting

ADJOURNMENT

Mayor Christopher adjourned the meeting at 8:20 p.m.

APPROVED:

MAYOR:

Lore Christopher

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – David McKane

Councilor #4 – Cathy Clark

Councilor #2 – Brandon Smith

Councilor #5 – Richard Walsh

Councilor #3 – Mark Caillier

Councilor #6 – James Taylor

Minutes approved:



**MINUTES
KEIZER CITY COUNCIL
WORK SESSION
Monday, August 10, 2009
Keizer City Hall, Council Chambers
Keizer, Oregon**

**CALL TO
ORDER**

Council President Jim Taylor called the work session to order at 5:51 p.m. The following were present:

Councilors:

Lore Christopher, Mayor (6:09)
Jim Taylor, Council President
Cathy Clark, Councilor
David McKane, Councilor
Mark Caillier, Councilor
Brandon Smith, Councilor

Staff

Chris Eppley, City Manager
Shannon Johnson, City Attorney
Tracy Davis, City Recorder

Absent:

Richard Walsh, Councilor

DISCUSSION

**a. Marion
County Solid
Waste
Management
Plan**

Jeff Bickford, Environmental Services Manager for Marion County Public Works, gave a presentation on the ongoing development of a Solid Waste Management Plan. He noted that the last plan was developed in 2002 so it was time to renew. He reviewed the process, criteria, focus, public involvement, recycling and disposal figures, capacity, commercial composting, reduction and prevention of waste, waste collection and transfer, multi-family and commercial recycling efforts and alternative technologies. Mr. Bickford then fielded questions and provided clarification regarding public outreach and education, incentives, and funding.

ADJOURN

Meeting adjourned at 6:57 p.m.

APPROVED:

MAYOR:

Debbie Lockhart, Deputy City Recorder

Lore Christopher

COUNCIL MEMBERS

Councilor #1 – David McKane

Councilor #4 – Cathy Clark

~ Absent ~

Councilor #2 – Brandon Smith

Councilor #5 – Richard Walsh

Councilor #3 – Mark Caillier

Councilor #6 – James Taylor

Minutes approved:

CITY COUNCIL MEETING:_____

AGENDA ITEM NUMBER:_____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

**THROUGH: ROB KISSLER
DIRECTOR OF PUBLIC WORKS**

**FROM: ELIZABETH SAGMILLER
ENVIRONMENTAL PROGRAM COORDINATOR**

SUBJECT: MARION-POLK-YAMHILL COUNTY STORMWATER SOLUTIONS

BACKGROUND:

The Oregon Environmental Council (OEC), in partnership with OSU Extension/Oregon Sea Grant and with funding from the Oregon Department of Environmental Quality, is organizing a series of workshops for Oregon's growing communities. The topic of these workshops is Low Impact Development (LID) with an overall goal of expanding feasible sustainable stormwater management practices that protect watersheds from urban runoff while reducing maintenance and development costs.

LID is becoming more common in the Portland metro area and in Puget Sound, but many of Oregon's small and medium-sized cities have little experience with these practices. Local development codes may be inflexible and often require the use of conventional stormwater systems that do not protect water quality. In addition to providing useful information and case studies, the workshops provide a forum for dialogue among government staff, elected officials, builders and developers, engineers, planners and designers.

Workshops have been held in the Rogue Valley, Lane County, and the Metro area. With an eye on meeting the needs of individual regional groups, the OEC is looking towards developing a series of workshops specifically geared towards the Mid-Willamette Valley. Early in July 2009, the OEC and associated partners in this program organized a meeting with various stakeholders in the Mid-Willamette Valley to discuss issues of concern for our portion of Western Oregon. The participants in the early planning meeting included the City of Keizer, Salem, Independence, Turner, McMinnville, Woodburn, and Aumsville to name a few. Yamhill, Marion, and Polk

Counties were represented. The Home Builders Association is participating along with the Oregon Department of Forestry, the Marion and Polk Soil and Water Conservation Districts, and the Mid-Willamette Valley Council of Governments.

Construction site run-off and post-construction development are requirements of the City's National Pollutant Discharge Elimination System (NPDES) Permit.

ISSUE

As a result of the initial meeting and group discussions with the OEC, there will be a series of workshops held from late September 2009 through November 2009. These workshops are expected to include:

- A low-impact development workshop in Salem with a speaker from the City of Gresham and from EcoNorthwest, plus a local panel. The workshop will be followed by an optional tour of local LID projects which may include a site in Keizer.
- A workshop geared towards helping local governments understand how to update codes and ordinances to encourage LID and establish maintenance programs for green stormwater facilities.
- A workshop that will look at green land development practices from start to finish using case studies. This workshop will include hands-on exercises.
- An all-day rain garden training to be held in McMinnville.

The Oregon Environmental Council has developed a PowerPoint presentation for review by elected officials and other applicable staff to provide the background for low-impact development issues and in preparation for the upcoming workshops.

RECOMMENDATION:

The content of the scheduled workshops is applicable to future growth and in-fill in Keizer. Staff recommends that Council members participate as time allows. Please contact the Environmental Program Coordinator with any questions or concerns.