***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 6, 2005**
**7:00 p.m.**
**Robert L. Simon Council Chambers**
**Keizer, Oregon 97303**

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **FLAG SALUTE**

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. **COMMITTEE REPORTS**

   **a. Check Presentation to the Keizer Police Department from David and Arlene Banks**

   **b. Appointments to Keizer Planning Commission**

   **c. Appointment to Keizer Traffic Safety Commission**

   **d. Appointments to Keizer Budget Committee**

6. **PUBLIC HEARINGS**

7. **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**

   **b. Old Business**

8. **<u>ADMINISTRATIVE ACTION</u>**

**a. Bray's Hideaway Restaurant and Lounge Liquor License Application – Change of Ownership**

**b. <u>RESOLUTION</u> – National Incident Management System**

9. **<u>CONSENT CALENDAR</u>**

**a. <u>RESOLUTION</u> – Declaring Surplus Property – Keizer Police Department**

**b. <u>RESOLUTION</u> – Authorizing the Mayor and City Manager To Enter Into Regional Automated Information Network (RAIN) Amended Agreement**

**c. Approval of August 1, 2005 Regular Session Minutes**

**d. Approval of August 8, 2005 Work Session Minutes**

**e. Approval of August 15, 2005 Work Session Minutes**

**f. Approval of August 15, 2005 Regular Session Minutes**

10. **<u>WRITTEN COMMUNICATIONS</u>**

***To inform the Council of significant written communications.***

11. **<u>AGENDA INPUT</u>**

**<u>September 12, 2005</u>**
**<u>5:30 p.m. City Council Work Session</u>**
**CANCELLED!!!**

**<u>September 19, 2005</u>**
**<u>7:00 p.m. City Council Regular Session</u>**

- **Marion County Treasurer's Strategic Plan Presentation**
- **Public Hearing Permanent Closure of Fourth Place**

**<u>October 3, 2005</u>**
**<u>7:00 p.m. City Council Regular Session</u>**

12. **<u>ADJOURN</u>**

**CITY COUNCIL MEETING: September 6, 2005**

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

**THROUGH:** CHRIS EPPLEY
CITY MANAGER

**FROM:** H. MARC ADAMS
CHIEF OF POLICE

**SUBJECT:** DONATION TO KEIZER POLICE DEPARTMENT

## ISSUE:

David and Arlene Banks will be at the meeting on Tuesday, September 6th to present the Keizer Police Department with a donation in the amount of $10,000. The donation will be used to purchase in-car video systems to help the department in the fight against methamphetamine use in our community.

On behalf of the Keizer Police Department and the citizens of Keizer, I wish to extend sincere thanks and appreciation to Mr. and Mrs. Banks for this donation.

**CITY COUNCIL MEETING: September 6, 2005**

**AGENDA ITEM NUMBER:______________**

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

**THROUGH:** CHRIS EPPLEY
CITY MANAGER

**FROM:** TRACY L. DAVIS, CMC
CITY RECORDER

**SUBJECT:** KEIZER PLANNING COMMISSION APPOINTMENTS

## ISSUE:

On September 30th, 2005 the Planning Commission terms of Bruce Anderson and Stan Compton will expire. Each of these gentleman have served two consecutive three-year terms on the Commission and therefore are not eligible to be considered for another term. Notice of these vacancies were published in the Statesman Journal, Keizertimes, and on the City website. Six applications were received.

At the August 18th meeting of the Volunteer Coordinating Committee, it was unanimously recommended that Doug Schneider and Kevin Baker be appointed to fill the vacancies on the Planning Commission.

Mr. Schneider and Mr. Baker have been invited to attend the City Council meeting to receive a proclamation for their appointment.

## RECOMMENDATION:

It is recommended the City Council accept the recommendations of the Volunteer Coordinating Committee and appoint Doug Schneider and Kevin Baker each to a three-year term on the Keizer Planning Commission.

**CITY COUNCIL MEETING: September 6, 2005**

**AGENDA ITEM NUMBER:**

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

**THROUGH:** CHRIS EPPLEY
CITY MANAGER

**FROM:** TRACY L. DAVIS, CMC
CITY RECORDER

**SUBJECT:** TRAFFIC SAFETY COMMISSION APPOINTMENT

## ISSUE:

In July 2005 Gerald Watson submitted his resignation as a member of the Traffic Safety Commission. Mr. Watson was serving a three-year term scheduled to expire in December 2006. A press release was distributed requesting interested volunteers to submit applications for the opening.

At the August 18th Volunteer Coordinating Committee meeting, five applications were reviewed. It was unanimously recommended that Charles Hoffer be appointed to fill the vacancy on the Traffic Safety Commission.

Mr. Hoffer has been invited to attend the City Council meeting to receive a proclamation for his appointment.

## RECOMMENDATION:

It is recommended the Council accept the recommendation of the Volunteer Coordinating Committee and appoint Charles Hoffer to fill the vacant position on the Traffic Safety Commission.

**CITY COUNCIL MEETING: September 6, 2005**

**AGENDA ITEM NUMBER:**

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

**THROUGH:** CHRIS EPPLEY
CITY MANAGER

**FROM:** TRACY L. DAVIS, CMC
CITY RECORDER

**SUBJECT:** BUDGET COMMITTEE APPOINTMENT

## BACKGROUND:

Under the guidelines of ORS 294.336, all municipal corporations shall establish a budget committee to assist the Council in examining and analyzing proposed budgets for the City. The Committee consists of the governing body and an equal number of electors of the municipal corporation.

## ISSUE:

In April, 2005 Art Bobrowitz submitted his resignation from the Budget Committee. Mr. Bobrowitz was serving a three-year term scheduled to expire in August 2006. In addition, the terms of Sheila Martinak, Mark Caillier, and Terry Gordon expired on August 31, 2005. Announcement of all of these vacancies were published in the Statesman and Keizertimes. Seven applications were received.

At the August 18th Volunteer Coordinating Committee meeting, it was unanimously recommended that Terry Gordon, Donna Bradley, Stephen Johnston, and Jim Gores be appointed to fill the vacancies on the Budget Committee.

Ms. Bradley, Mr. Johnston, Mr. Gordon, and Mr. Gores have all been invited to attend this meeting to receive a City of Keizer Proclamation for their volunteer service.

## RECOMMENDATION:

It is recommended the City Council accept the recommendation of the Volunteer Coordinating Committee and appoint Terry Gordon, Donna Bradley, Stephen Johnston, and Jim Gores to fill the vacancies on the Keizer Budget Committee.

**CITY COUNCIL MEETING: September 6, 2005**

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

**THROUGH:** **CHRIS EPPLEY**
**CITY MANAGER**

**FROM:** **TRACY L. DAVIS, CMC**
**CITY RECORDER**

**SUBJECT:** **BRAY'S HIDEAWAY RESTAURANT AND LOUNGE**
**CHANGE OF OWNERSHIP**

## BACKGROUND:

On August 12, 2005 an application for a change of ownership was received from Pamela and Andrew Orcutt requesting approval of a change of ownership for Bray's Hideaway Restaurant and Lounge located at 5048 River Road N, Keizer. The City of Keizer Ordinance indicates the Council must approve the requested change; however no public hearing is required.

On August 16, 2005 a request was sent to the Keizer Police Department for background check on the applicants and a call for service report at the location. Attached you will find the report from the Keizer Police Department.

A letter was sent to the applicant on August $30^{th}$ requesting his appearance at the City Council meeting to answer any questions the Council may have.

## RECOMMENDATION:

It is recommended the City Council approve and forward a recommendation to the Oregon Liquor Control Commission for the change of ownership for the liquor license for Bray's Hideaway Restaurant and Lounge.

Rcd 8-12-05 pd

OREGON LIQUOR CONTROL COMMISSION

# LIQUOR LICENSE APPLICATION

**PLEASE PRINT OR TYPE**

Application is being made for:

**LICENSE TYPES**

- ☒ Full On-Premises Sales ($402.60/yr)
  - ☐ Commercial Establishment
  - ☐ Caterer
  - ☐ Passenger Carrier
  - ☐ Other Public Location
  - ☐ Private Club
- ☐ Limited On-Premises Sales ($202.60/yr)
- ☐ Off-Premises Sales ($100/yr)
  - ☐ with Fuel Pumps
- ☐ Brewery Public House ($252.60)
- ☐ Winery ($250/yr)
- ☐ Other: ____________

**ACTIONS**

- ☐ Change Ownership
- ☐ New Outlet
- ☐ Greater Privilege
- ☐ Additional Privilege
- ☒ Other Chang Corporate officers/ Stock purchase

Applying as:

☐ Individuals ☐ Limited Partnership ☒ Corporation ☐ Limited Liability Company

**FOR CITY AND COUNTY USE ONLY**

**The city council or county commission:**

____________________ (name of city or county)

**recommends that this license be:**

Granted ☐ Denied ☐

By: ____________________ (signature) (date)

Name: ____________________

Title: ____________________

**OLCC USE ONLY**

Application Rec'd by: Pending acc

Date: 8/12/2005

90-day authority: ☐ Yes ☐ No

1. Applicant(s): [See SECTION 1 of the Guide]
① Brays Hideaway Rest & Lounge ③
② ____________ ④ ____________

2. Trade Name (dba): Brays Hideaway

3. Business Location: 5048 River Rd N. Keizer, OR 97303
(number, street, rural route) (city) (county) (state) (ZIP code)

4. Business Mailing Address: same as above
(PO box, number, street, rural route) (city) (state) (ZIP code)

5. Business Numbers: 503-390-1205
(phone) (fax)

6. Is the business at this location currently licensed by OLCC? ☒Yes ☐No

7. If yes to whom: Brays Hideaway Type of License: Rest & Lounge FOP

8. Former Business Name: same

9. Will you have a manager? ☒Yes ☐No Name: Pam Orcutt
(manager must fill out an individual history form)

10. What is the local governing body where your business is located? Keizer, Marion
(name of city or county)

11. Contact person for this application: Pam Orcutt 503-871-7195
(name) (phone number(s))

5606 Willapa Dr NE Keizer OR 97303
(address) (fax number) (e-mail address)

**I understand that if my answers are not true and complete, the OLCC may deny my license application.**

**Applicant(s) Signature(s) and Date:**

① [signature] Pres Date 8/11/05 ③ ____________ Date ______

② Pamela Orcutt Sec Date 8/11/05 ④ ____________ Date ______

**1-800-452-OLCC (6522)**

***www.olcc.state.or.us***

OREGON LIQUOR CONTROL COMMISSION

# BUSINESS INFORMATION

*Please Print or Type*

Applicant Name: Brays Hideaway Rest & Lounge Inc. Phone: 503-390-1280

Trade Name (dba): Brays Hideaway

Business Location Address: 5048 River Rd. N

City: Keizer ZIP Code: 97303

## DAYS AND HOURS OF OPERATION

**Business Hours:**

| | | | |
|---|---|---|---|
| Sunday | 7:00 | to | 2:30 |
| Monday | | to | |
| Tuesday | | to | |
| Wednesday | | to | |
| Thursday | | to | |
| Friday | | to | |
| Saturday | | to | |

**Outdoor Area Hours:**

| | | | |
|---|---|---|---|
| Sunday | | to | |
| Monday | | to | |
| Tuesday | | to | |
| Wednesday | | to | |
| Thursday | | to | |
| Friday | | to | |
| Saturday | | to | |

The outdoor area is used for:

- ☐ Food service Hours: ________ to ________
- ☐ Alcohol service Hours: ________ to ________
- ☐ Enclosed, how ________

The exterior area is adequately viewed and/or supervised by Service Permittees.

________ (Investigator's Initials)

Seasonal Variations: ☐ Yes ☒ No If yes, explain: ________

## ENTERTAINMENT

Check all that apply:

- ☒ Live Music
- ☒ Recorded Music
- ☒ DJ Music
- ☒ Dancing
- ☐ Nude Entertainers
- ☒ Karaoke
- ☒ Coin-operated Games
- ☒ Video Lottery Machines
- ☐ Social Gaming
- ☒ Pool Tables
- ☐ Other: ________

## DAYS & HOURS OF LIVE OR DJ MUSIC

| | | | |
|---|---|---|---|
| Sunday | | to | |
| Monday | | to | |
| Tuesday | | to | |
| Wednesday | | to | |
| Thursday | | to | |
| Friday | | to | |
| Saturday | | to | |

## SEATING COUNT

Restaurant: 38

Lounge: 58

Banquet: ________

Outdoor: ________

Other (explain): ________

Total Seating: 96

**OLCC USE ONLY**

Investigator Verified Seating: ____(Y) ____(N)

Investigator Initials: ________

Date: ________

**I understand if my answers are not true and complete, the OLCC may deny my license application.**

**Applicant Signature:** [signature] Pres **Date:** 8/11/05

**1-800-452-OLCC (6522)**

***www.olcc.state.or.us***

*(rev. 04/03)*

# Keizer Police Department

Phone: (503) 390-3713 • Fax: (503) 390-8295
930 Chemawa Rd. N.E. • P.O. Box 21000 • Keizer, OR 97307-1000


City Council Meeting of________________________

Agenda Item No.______________________

To: Mayor and City Council

Thru: Chris Eppley, City Manager

From: H. Marc Adams, Chief of Police
Rita Powers, Police Support Supervisor RP

Subject: Bray's Restaurant & Lounge

Issue: Shall the City Council approve the liquor license application due to Change of Ownership of Bray's Restaurant & Lounge, (AKA Bray's Hideaway) located at 5048 River Rd. N., Keizer, Oregon 97303.

Background:

There were thirteen (13) calls for service at the address of 5048 River Rd. N., between July 1, 2004 and August 22, 2005. Eight were in conflict with the ordinance. Noise and Theft from vehicles parked at the establishment predominately.

The applicants, Andrew and Pamela Orcutt have no Oregon Criminal conviction history on record at this time.

<u>Recommendation</u>
The Keizer Police Department recommends approval of the liquor license application for Bray's Restaurant & Lounge, 5048 River Rd. N. Keizer, Oregon 97303 at this time.

# KEIZER EMERGENCY MANAGEMENT

To: City Councilors and Mayor

Thru: City Manager

From: Emergency Manager John Teague

August 30, 2005

Subject: National Incident Management System

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Problem:

The National Incident Management System (NIMS) is being thrust upon state, county and local jurisdictions by the US Department of Homeland Security (US DHS) as the framework for incident response. While *incident* may appear to be a euphemism for emergency and disaster response, US DHS has broadened the scope of its meaning to include government response to all incidents, including routine responses.

US DHS has made certain requirements of subordinate jurisdictions (though many of those have been slow to evolve into clearly understood requirements). Three that have evolved rather recently are:

1) The requirement that the Incident Command System (ICS) be *the* framework for incident response,

2) The familiarity of all incident responders and emergency management personnel with NIMS, and

3) The adoption of a local resolution adopting NIMS as *the* local incident management system. [US DHS has stated that failure to do so "may" (but read *will*) preclude subordinate jurisdictions from receiving federal preparedness grants, one of which we received this calendar year for $110,000.]

Current State:

The Police Department currently employs ICS for all responses, including the most routine of responses, thus the Police Department has no learning to do with respect to that requirement and our obligation is met.

P.O. BOX 21000 ♦ 930 CHEMAWA ROAD N.E.
KEIZER, OREGON ♦ 97307-1000
503-390-3713, ext 3503 ♦ FAX 503-463-7798

EVAK members who operate in the Emergency Operations Center understand ICS.

Public Works employees and other responding and involved personnel need NIMS education and need to have their understanding of ICS firmed up.

The City has yet to adopt NIMS as the incident management system.

Solution:

Training in NIMS is being coordinated and will be given to police and PW employees, other designated personnel, and EVAK Core Members before the end of October. Arrangements may be made to give the City Council the same training.

A resolution is attached wherein the Council may adopt NIMS as the City's incident management system.

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

**Resolution R2005- ____________**

**ADOPTING THE NATIONAL INCIDENT MANAGEMENT SYSTEM**

**WHEREAS, response to and recovery from major emergencies and disasters requires integrated professional management and coordination; and**

**WHEREAS, the President directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS) to standardize and enhance incident management procedures nationwide; and**

**WHEREAS, the National Incident Management System provides a structure and process to effectively coordinate responders from multiple disciplines and levels of government and to integrate them with resources from the private sector and non-governmental organizations; and**

**WHEREAS, use of the National Incident Management System, which has as a key component the Incident Command System (ICS), will improve ability of the City of Keizer to manage major emergencies and disasters; and**

**WHEREAS, failure to adopt and use the National Incident Management System may preclude the City of Keizer from receiving federal preparedness grants; NOW, THEREFORE**

**BE IT RESOLVED by the City Council of the City of Keizer that the City of Keizer hereby adopts the National Incident Management System as the**

**foundation for incident command, coordination and support activities. It shall further be the policy of the City of Keizer to provide appropriate training on the National Incident Management System and its core components to personnel responsible for managing and/or supporting major emergency and disaster operations.**

**PASSED this ______ day of _____________________, 2005.**

**SIGNED this ______ day of _____________________, 2005.**

_______________________________________
**Mayor**

_______________________________________
**City Recorder**

CITY COUNCIL MEETING: **September 6 , 2005**

AGENDA ITEM NUMBER:___________

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

**THRU:** CHRIS EPPLEY, CITY MANAGER

**FROM:** H. MARC ADAMS, CHIEF OF POLICE

**SUBJECT:** Authorization of Disposition of Surplus Property

## ISSUE:

The City of Keizer Police Department has identified equipment that has nominal value and is no longer usable.

Keizer City Ordinance 2000-427 allows for surplus personal property of nominal value to be sold, donated, used as a trade-in, or disposed of, upon recommendation by the Keizer City Manager and approval of the City Council.

The surplus property identified is more than five years old, and the City no longer has a need for the item. In addition, the City no longer has room to store the property.

## RECOMMENDATION:

It is recommended that Council adopt the attached resolution authorizing the items listed in the resolution as surplus.

If you have any questions please contact H. Marc Adams, 503.390.3713 – adamshm@keizer.org

**EXHIBIT A**

City of Keizer Surplus Computer Inventory
As of August 2005

| | |
|---|---|
| Copy machine | Canon 6650II,<br>serial number NBJ 20616,<br>purchased October 1995 |

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

**Resolution R05-_____**

**AUTHORIZING THE DISPOSITION OF SURPLUS PROPERTY**

**WHEREAS, Ordinance 2000-427 allows for identified surplus property to be disposed of; and**

**WHEREAS, the Police Department has identified computer equipment and other inventory listed on Exhibit "A" having nominal value and of no further use for public purposes;**

**WHEREAS, the Police Department proposes to dispose of the surplus property;**

**WHEREAS, the Chief of Police and City Manager approve of the disposition of surplus property;**

**NOW, THEREFORE,**

**BE IT RESOLVED that the City Council of the City of Keizer declares the property listed in Exhibit "A" as surplus property.**

**BE IT FURTHER RESOLVED that the City Council hereby authorize the computer equipment and other inventory property to be disposed;**

**BE IT FURTHER RESOLVED that City Manager and the Chief of Police are authorized to take any and all necessary acts to effectuate the disposition of the surplus property.**

**PASSED this _____ day of __________________, 2005.**

**SIGNED this _____ day of __________________, 2005.**

________________________________
**Mayor**

________________________________
**City Recorder**

**CITY COUNCIL MEETING: September 6, 2005**

**AGENDA ITEM NUMBER:__________**

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

**THRU:** **CHRIS EPPLEY, CITY MANAGER**

**FROM:** **H. MARC ADAMS, CHIEF OF POLICE**

**SUBJECT:** **Authorization to Approve Amended Interagency Agreement**

## ISSUE:

The City of Keizer Police Department desires to enter into an amended interagency agreement with RAIN (Regional Automated Information Network). The agreement was amended to reflect changes to ORS 190.

The agreement has been reviewed and approved by City Attorney John Lien.

## RECOMMENDATION:

It is recommended that Council approve the attached interagency agreement between Keizer Police Department and RAIN.

If you have any questions please contact H. Marc Adams, 503.390.3713 – adamshm@keizer.org

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

**Resolution R2005- ____________**

**AUTHORIZING THE MAYOR AND CITY MANAGER TO ENTER AMENDED AND RESTATED REGIONAL AUTOMATED INFORMATION NETWORK (RAIN) AGREEMENT**

**WHEREAS, the City of Keizer previously entered into an agreement with the Regional Automated Information Network (RAIN); and**

**WHEREAS, as set forth by ORS 190.010 it was necessary to amend and restate the agreement among the various entities; NOW, THEREFORE**

**BE IT RESOLVED by the City Council of the City of Keizer that the Mayor and City Manager are hereby authorized to execute the amended and restated agreement for the Regional Automated Information Network, attached hereto, marked as exhibit "A" and by this reference incorporated within.**

**PASSED this _____ day of __________________, 2005.**

**SIGNED this _____ day of __________________, 2005.**

________________________________

**Mayor**

________________________________

**City Recorder**

AMENDED AND RESTATED AGREEMENT

REGIONAL AUTOMATED INFORMATION NETWORK

THIS AMENDMENT TO AGREEMENT REGIONAL AUTOMATED INFORMATION NETWORK is made and entered into by and between the governmental units which have signed this Agreement dated July 1st, 2005, creating the Regional Automated Information Network (RAIN) as set forth below (hereinafter collectively referred to as "Members"). The Regional Automated Information Network is an intergovernmental entity formed under O.R.S. 190.010, et seq. This Agreement has been amended at various times since its adoption. The Members wish to modify the terms and conditions of the Agreement as set forth herein.

In consideration of the mutual benefits and obligations as set forth herein, the Members agree to the following:

## ARTICLE I
## PURPOSE AND AUTHORITY

Pursuant to O.R.S. 190.010, et seq., the Members intend to jointly share criminal justice information, pool technology resources and seek to streamline and minimize costs of information management.

## ARTICLE II
## NAME

This Intergovernmental Entity has been and shall continue to be known as the Regional Automated Information Network, hereinafter referred to as "RAIN," or "Agency."

## ARTICLE III
## GOVERNING AUTHORITY

Supervision and management of RAIN shall be exercised by a BOARD OF DIRECTORS .

3.1 BOARD OF DIRECTORS (hereinafter referred to as the "BOARD").

A) Composition: The BOARD shall consist of:

1. One (1) Chairperson elected by the GENERAL MEMBERSHIP.
2. One (1) Vice-Chairperson elected by the GENERAL MEMBERSHIP.
3. Seven (7) Members at large.
4. One position must be filled by
   a. a Sheriff, provided that the County for which the Sheriff serves is among the GENERAL MEMBERSHIP;
   b. one (1) position by the City for which the Chief of Police serves, provided that a Chief of Police is among the GENERAL MEMBERSHIP; and
   c. by a Member Agency whose annual user fee is 15% or more of RAIN's total user fees provided that agency has not been elected Chairperson or Vice-Chairperson; and
   d. the annual user fee percentage may be modified as needed by a fifty-one percent (51%) majority vote at a meeting of the GENERAL MEMBERSHIP.
5. The term of office for all BOARD members shall be for two (2) years. At the initial meeting of the BOARD, terms shall be staggered and the BOARD members shall draw lots for one or two year terms. The initial term of the Chairperson and Vice Chairperson shall also be staggered. At the next annual meeting of the GENERAL MEMBERSHIP, those BOARD member positions drawing one-year initial terms shall be elected for two years. Thereafter, each BOARD position shall be for two years.
6. Any Member Agency may have no more than one Member on the BOARD.
7. The BOARD Chairperson will appoint a nominating committee which will make available it's recommendations no later than 30 days prior to the June meeting of the GENERAL MEMBERSHIP for vote.
8. Any BOARD member may be removed from office by an affirmative vote of the Member Agencies of this agreement at a meeting of the GENERAL MEMBERSHIP for violation of law or ethical codes of conduct whether by BOARD policy or statute.
9. In the case of removal of a Director that is a Member of an agency with a guaranteed seat, the affected agency will then nominate a replacement to be ratified by the GENERAL MEMBERSHIP.

B) Meetings.

1. A quorum shall mean at least five (5) of the nine (9) BOARD

members and shall be sufficient to conduct any business of the BOARD. Decisions of the BOARD shall require the same number of affirmative votes to pass a measure as if the entire BOARD had been present.

2. Each BOARD member shall have one (1) vote. 3. There shall be at least one meeting of the BOARD each quarter. The Chairperson or three (3) BOARD members may call other meetings as deemed necessary. The Chairperson shall preside over all meetings. The Vice-Chairperson (or in the event the Vice-Chairperson is unavailable any other BOARD member as designated by the Chairperson) shall act as Chairperson in the absence of the Chairperson.

C) Duties: The BOARD is empowered to

1. Determine the type of services and equipment necessary for the operation of RAIN.
2. Enter into contracts with any individual, firm or corporation, or agency of government, to acquire equipment, goods, or services for the operation of RAIN.
3. Prepare an annual budget for the expenditure of RAIN funds and set the amount of financial participation in the form of user fees for each Member to be presented to the GENERAL MEMBERSHIP by December 1st of each year for adoption. The budgeting and appropriation of funds by an entity for its share shall be pursuant to that Member's budget process. The RAIN fiscal year shall be July 1$^{st}$ to June 30$^{th}$. Payment shall be made within 30 days of invoice. Create committees of RAIN members and/or Member Agency personnel to assist and advise the BOARD on the administration and operation of RAIN.
4. The BOARD may employ or contract for the services of an Executive Director to conduct the day-to-day operation of RAIN.
5. Conduct regular review of the financial operation of RAIN and perform audits as required.
6. Exercise any other power or authority to implement the powers expressly set forth in this Agreement and to adopt policies and procedures as necessary.

3.2 GENERAL MEMBERSHIP:

A) Composition: The GENERAL MEMBERSHIP shall consist of

1. Each Member Agency (County or City) shall select its

representative .

2. Each Member Agency (County or City) may appoint an alternate representative. The alternate must declare his/her voting authority at any GENERAL MEMBERSHIP meeting.
3. The voting representative selected by each Member Agency shall be eligible for election to the BOARD OF DIRECTORS.

B) Quorum:

1. A quorum shall mean not less than fifty one percent (51%) or more of the GENERAL MEMBERSHIP shall be sufficient to conduct any business of the GENERAL MEMBERSHIP. Except as otherwise provided in this Agreement, decisions of the GENERAL MEMBERSHIP shall be made by the same number of affirmative votes to pass a a measure as if all Members had been present at the meeting.
2. Each Member Agency in the GENERAL MEMBERSHIP shall have one (1) vote, which may be exercised in person by a designated alternate representative. No Member Agency shall have more than one vote at any GENERAL MEMBERSHIP meeting.

C) Duties: The GENERAL MEMBERSHIP is empowered to:

1. Provide advice and assistance to the BOARD.
2. Elect the BOARD OF DIRECTORS from the GENERAL MEMBERSHIP in June of each year.
3. Adopt for recommendation to each Member's governing body an annual budget for the expenditures of RAIN and set the amount of financial participation in the form of user fees for each Member at the meeting of the GENERAL MEMBERSHIP in January each year.

D) Meetings:

1. There shall be at least two meetings of the GENERAL MEMBERSHIP each fiscal year.
2. Special meetings of the GENERAL MEMBERSHIP may be called by the BOARD Chairperson, or by any five (5) Members.
3. The BOARD Chairperson shall preside over all meetings. The Vice-Chairperson (or in the event the Vice-Chairperson is unavailable any other BOARD member as designated by the Chairperson) shall act as

Chairperson in the absence of the Chairperson.

## ARTICLE IV
## LIMITATION OF LIABILITY

4.1 Each Member is responsible for the accuracy of its data and integrity and functions of its computer system. RAIN assumes no liability for the accuracy of data entered into RAIN's system by its Members, nor for errors in data transmission.

4.2 Subject to the Constitution and laws of this State regarding units of local government, each RAIN Member Agency agrees to indemnify, defend, and hold harmless RAIN, its BOARD, its officers, its employees, and its agents from and against any claim or demand arising out of or in connection with any act, error or omission of any person for whose acts such Member may be responsible under O.R.S. 30.260 to 30.300.

4.3 Pursuant to O.R.S. 190.080(3), debts and liabilities of RAIN shall be joint and several to the Member Agencies.

## ARTICLE V
## TERM AND TERMINATION

5.1 This Agreement shall be effective commencing July 1, 2005, and continue until terminated as provided in this section.

5.2 A Member Agency may voluntarily terminate by giving written notice to RAIN no later than February 1 of any year unless otherwise negotiated and approved by the BOARD. The Agreement shall terminate on the next ensuing June 30.

5.3 Notwithstanding termination or withdraw by a Member Agency, this Agreement shall remain in effect as to all remaining Members.

5.4 In the event of voluntary withdrawal by a Member Agency, the Member Agency shall forfeit any right to payment of its portion of RAIN's assets except upon dissolution as described in this ARTICLE.

5.5 Upon 30 days written notice of a violation of this Agreement and if the violation is not remedied in that time, the Member Agency may be terminated involuntarily by a vote of the BOARD.

5.6 In the event of nonpayment by a RAIN member agency 90 days after invoice, membership by the defaulting agency may be terminated upon affirmative vote of 75% of the GENERAL MEMBERSHIP.

5.7 If a Member Agency is found in violation of policy, law or ethical codes of conduct adopted by BOARD policy or statute, upon affirmative vote of 75% of the GENERAL MEMBERSHIP, membership in RAIN shall be revoked.

5.8 If membership is terminated for nonpayment or revoked, the Member Agency shall forfeit any right to payment of its portion of RAIN's assets upon dissolution.

5.9 If three fourths (3/4) of the RAIN Member Agencies vote to dissolve RAIN, the BOARD shall proceed to wind up the entity. Any RAIN assets may be distributed to a governmental entity providing similar services or the assets and cash will be distributed in kind or in cash to the then Member Agencies using the same formula that was used for allocation of user fees. Any unexpended grant proceeds or assets subject to grant agreements or conditions shall be distributed in accordance with grant agreements.

## ARTICLE VI
## COMMUNICATIONS AND NOTICE

Any notice required to be delivered shall be in writing. Such notice shall be sufficient upon being deposited in the regular United States mail postage prepaid, electronic mail (email) with return receipt requested, or personally delivered to the BOARD Chairperson, or Executive Director of RAIN.

## ARTICLE VII
## ADDITION OF NEW MEMBERS

Additional Member Agencies may become parties to this Agreement by accepting all terms of the Agreement, and upon a three-fourths (3/4) majority vote of the GENERAL MEMBERSHIP.

## ARTICLE VIII
## AMENDMENTS

This Agreement represents the complete and integrated agreement between the parties with respect to the subject matter hereof, and may be amended only by written amendment signed by three-fourths (3/4) of the membership. As such, this Agreement cancels and supercedes all prior written and oral agreements, representations, negotiations, and communications between the parties and their representatives with respect to the subject matter hereof.

## ARTICLE IX
## USE OF DATA

The Member Agencies agree that to the extent permitted by O.R.S. Chapter 192 (Public

Records Law) or any other applicable law, the information or data obtained from RAIN or any Member shall be considered confidential and not for public disclosure.

ARTICLE X
VALIDITY OF AGREEMENT

If any part, paragraph, article, or provision of the agreement is adjudged to be invalid by any court of competent jurisdiction, such adjudication shall not affect the validity of any remaining article, part or provisions of this agreement.

ARTICLE XI
COUNTERPARTS

The Member Agencies agree that this Agreement may be executed in counterparts and such signatures shall bind the Member Agency.

IN WITNESS WHEREOF the parties herein have caused this Agreement to be executed on their behalf by their duly authorized representatives as set forth below.

# Regional Automated Information Network

IN WITNESS WHEREOF the parties herein have caused these Amendments to the Agreement to be executed on their behalf by their duly authorized representatives as set forth below.

**[AGENCY] , OREGON**

Approved as to form:

______________________________
[AGENCY] Administrator Date

______________________________
[AGENCY] Legal Counsel

______________________________
[AGENCY] Elected Official Date

______________________________
Commissioner Date

# MINUTES
# KEIZER CITY COUNCIL
## Monday, August 1, 2005
## Keizer City Hall
## Robert L. Simon Council Chambers
## Keizer, Oregon

**CALL TO ORDER**

Mayor Christopher called the regular meeting to order at 7:00 pm. Roll Call was taken as follows:

| **Present:** | **Staff:** |
|---|---|
| Lore Christopher, Mayor | Shannon Johnson, City Attorney |
| Richard Walsh, Council President | Jeff Kuhns, Police Department |
| Jacque Moir, Councilor | Nate Brown, Community Development |
| Troy Nichols, Councilor | Chris Eppley, City Manager |
| Chuck Lee, Councilor | Rob Kissler, Public Works |
| Jim Taylor, Councilor | Susan Gahlsdorf, Finance |
| David McKane, Councilor | Tracy Davis, City Recorder |

**FLAG SALUTE**

Councilor Jacque Moir led the pledge of allegiance.

**PUBLIC TESTIMONY**

Mary Brandt and Carolyn Fink, Keizer, representing the Keizer Cuties Chapter of the Red Hat Society invited females over 50 to join the organization and explained some of the past and upcoming activities adding that women under 50 are also welcome. The meetings are mid-afternoon on the first Thursday and the third Wednesday of each month. Contact Mary Brandt @ 393-1756 for more information.

Sherrie Studheit, Salem, representing Soroptomist International of Keizer explained that the organization is a women's service group helping women and children with approximately 100,000 members in 120 countries. She explained some local activities of the group which include the Junior Miss Pageant and the September 24 "Walk for a Cause" and introduced the Vice President of the Club.

Theresa Martin, Keizer, added that all proceeds from the walk will be donated to "Start Making a Reader Today" and invited the Council to join in the walk. For more information contact Theresa and Sherrie at 503-588-5830.

Mary Amman, Wilsonville, Development Manager for Central Valley SMART (Start Making A Reader Today) encompassing five counties explained the purpose and goal of the group. Volunteers should call the Salem office at 503-385-4803 or visit the website: www.getsmartoregon.org for more information.

*Bill Quinn, Keizer*, questioned Council regarding the Community Center adding that the City needs a new City Hall and Police Department but only wants a Community Center. He also questioned funding suggested by the Urban Renewal Board for these projects. He compared the Community Center to Volcano Stadium and asked that more information be provided to the public before the public hearing and that the issue be put to a vote of the people.

Councilor Walsh responded that more information would be forthcoming later in the meeting, adding that the Community Center is not intended to create any new taxes whereas the Civic Center would. City Manager, Chris Eppley added that operations and maintenance costs have not yet been determined and Council must have that information before moving ahead with any proposal. Councilor Taylor explained that the Keizer Station developer would be funding part of the Community Center, and that through Keizer Rotary there is a broad based support for this project. However, Council will receive additional public input through the public hearings. Mayor Christopher added that Chamber, Rotary, businesses, RRRAC, Parks Board, KPIC, KURB and Planning will be reviewing recommendations to the Urban Renewal District and there will be a public process as well.

*Mary Lou Copeland, Keizer,* residing on Maine Avenue, voiced concern about the Maine Avenue Taco Bell Driveway, and reviewed the history of Maine Street and the Taco Bell driveway and vehicular traffic patterns. She voiced her opinion that closure of the driveway does not adversely affect business at Taco Bell and offered the solution of extending the sidewalk to remove the driveway. She entreated Councilors for support in this matter.

*Dee Montgomery Smith, Keizer,* residing on Maine Avenue, offered background information on the Taco Bell situation and requested that an ordinance be adopted resolving this issue.

*Betty Hanaska, David Bernick and Theresa Thompson,* also residing on Maine Avenue, echoed the previous testimony and requested action from Council.

Mayor Christopher reminded the audience that Nicholayson voluntarily put the chain across the driveway; the original study supports having two access points, Keizer Fire District and the Police Department have reported that they see no need to replace the barricade, and considering documentation from earlier years, Council cannot require that the barricade be replaced. She added that Council would ask staff to develop some safety improvement recommendations.

Chris Eppley offered to bring suggestions for safety improvements to Council at the August 15 meeting. Councilor Taylor suggested that the neighborhood as a whole contact Taco Bell with their concerns. Mayor Christopher encouraged those concerned to return on the 15th to hear the suggestions or to watch the meeting on Channel 23.

**COMMITTEE REPORTS**

**a. Proclamation – Meth Awareness Month**

Councilor Lee explained that the No Meth Task Force in Keizer felt a proclamation would increase awareness of the meth problem.

Councilor Walsh moved that the paragraphs referencing budget on page 1 and 2 be deleted. Councilor Moir seconded. Motion passed unanimously as follows:

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

Mayor Christopher read the proclamation as corrected and encouraged citizens to get to know their neighbors, recognize unusual activities in their neighborhoods and participate in the National Night Out in an effort to stop illegal drug use.

**b. Audit Report – Transient Occupancy Tax and Volcano Stadium**

Finance Director, Susan Gahlsdorf reported that the city collects a Transient Occupancy Tax from the Wittenberg and a percentage of revenue from the Volcano Baseball Club ticket sales and parking receipts and from time to time has a limited audit done on these records. She then introduced Chuck Swank of Grover, Mueller & Swank who explained that his firm looked at the reporting mechanism to the city and the calculation of the amount to be remitted. Extremely insignificant differences were found and therefore, his firm recommends no further action.

**c. Keizer Urban Renewal Board Recommendation**

Community Development Director, Nate Brown, explained that the recommendation has been given much thought and undergone considerable deliberation. He explained that if the urban renewal district is to be extended, it is necessary to raise the maximum indebtedness level of that district. He explained the Projected Urban Renewal Amendment Increase to Maximum Indebtedness page. Mr. Brown stressed that these submittals were strictly informational and require no action at the present time, however, he urged Council to set a time table and begin with the noticing procedures.

Discussion followed regarding line items on the list, sunsetting the district and educating the public regarding urban renewal funding.

Mr. Brown added that the recommendation is presented with the understanding that the district would sunset when the maximum indebtedness dollar amount is met (approximately 5 years). Councilor Walsh pointed out that KURB also recommended the removal of Stats Lake, Country Glen and Hidden Creek from the district. Councilor Taylor voiced his support of sunsetting the district upon reaching the maximum indebtedness.

**PUBLIC HEARINGS**

**a. RESOLUTION - Certification of Street Lighting District Accounts**

Finance Director, Susan Gahlsdorf, reported that staff has computed the money necessary to place on the tax rolls for 2005-2006 to cover the cost of the Street Lighting Districts, noticed the assessments in the Keizer times and scheduled the public hearing. Staff recommends receiving testimony on the issue, following with adoption of the Resolution Certifying the Street Lighting District Accounts.

*Mayor Christopher opened the public hearing.*
*Hearing no testimony, Mayor Christopher closed the public hearing.*

Councilor Walsh moved to adopt Resolution R2005 Certification of Street Lighting District Accounts. Councilor Moir seconded. Motion passed unanimously as follows:

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

**OTHER BUSINESS**

Councilor Lee reported that

- The **No Meth Task Force** has made arrangements with the Police Department to distribute No Meth packets to participants in the National Night Out and encouraged Councilors to distribute them as well. Between August 2 and 31 the business section of No Meth will try to meet with 325 Keizer businesses to discuss identity theft and efforts business can make to reduce issues of meth in the community. Additionally a letter will go out to local churches listing ways for congregations to deal with the meth issue. August 9 a “No Meth” presentation will be made at the governmental affairs meeting; August 17 the committee will work with businesses to have reader board out promoting the Keizer No Meth Resource Fair on the $24^{th}$ at the KPD starting at 11 am; and August 29 will be “No Meth Night” at Volcano Stadium. Additionally the Keizer public schools will have “Meth 101” to train teachers and staff on meth awareness. Cop Talk will promote the Parent Aid program information as well. Councilor Lee concluded this portion of his report noting that 80-90% of Keizer property crime and 3 Keizer murders have been meth related.
- **Keizer Emergency Planning Committee** reviewed the Emergency Operations Plan chapters on earthquake, nuclear events and volcanic eruptions. Next meeting will be with EVAK coordinators.

Councilor Walsh reported that
- ❖ The **RIVERR Task Force** had reviewed the various grants received, hopes to use them with maximum flexibility in the master plan process and recommends that Council accept all the grants.
- ❖ **Bikeways Committee,** working together with the Traffic Safety Commission, has done an inventory of bike paths throughout the city. Additionally they are supporting the application for the River Connection Grant for bike connections.

Lore Christopher reported that the **River Road Renaissance Advisory Committee** is planning features for the different districts including a water feature to tie it to River Road, and bubblers. A demonstration project on the northwest corner of the City property where the old fir trees are located is being considered. She also pointed out features being placed in the new Chemawa Road paving project. Rob Kissler explained that wherever it was possible to separate the sidewalk from the curb, it was done and explained landscaping plans for the area by Claggett Park. He noted that difficulties had been encountered in receiving the federal money which has delayed bridge construction, so Chemawa Road would probably be open in late summer/early fall with closure occurring whenever bridge construction begins. Mr. Kissler concluded that the lighting on Chemawa would be upgraded to mirror the lighting at Keizer Station.

Councilor Taylor reported that the next **Keizer Points of Interest Committee** meeting would be at 6:30 on Wednesday.

Councilor Moir reminded Council of the Parks Tour at the next Council Work Session.

Councilor McKane reported that the **Claggett Creek Watershed Council** and the **Gubser Neighborhood Association** are hosting a gathering at Wilark Park in the Gubser neighborhood August 9 at 6 p.m. which will be attended by Marion County and the City of Salem and focus on gardening with native plants.

Susan Gahlsdorf reported that the Finance Department has a half-time Clerical Specialist open until August 5.

Captain Kuhns reported that
- ❖ The Reserve recruitment closes on August 15.
- ❖ National Night Out is August 2 and there are 45 neighborhoods signed up thanks to the work of Lance Inman, Lorrie Phillips and Officer Dan Kelley.
- ❖ A conviction has been handed down on the murder which occurred

last September. Captain Kuhns commended the Department and Deputy District Attorney Darin Tweedt for their hard work.

- The Parent Aid program has been very successful and he will be doing a Cop Talk program on it in the near future.

Rob Kissler reviewed upgrades and improvements at the Keizer Station: Tepper Lane has been paved, Radiant Drive aligned on the north end, water system completed around Lowe's and Target area, the second phase of Radiant and the bridges will begin in the next three weeks, the railroad undercrossing contractor is gearing up, and final approval of a temporary signal at the interchange should be coming soon. There will be a lot of activity over the next 90 to 120 days. Mr. Kissler asked for patience from the driving public and encouraged consideration of alternate routes.

Nate Brown reported that Lowe's opening date is planned for January 1 and Target is March 1.

Shannon Johnson reported that the Nopp property transaction is now closed. If the Tiersma property goes as planned it will close before the end of the month and at that time the city will have all the right of way necessary through Area B.

**ADMINISTRATIVE ACTION**

**a. RESOLUTION – Authorizing the City manager to Enter Into an Agreement for Street Sweeping Services**

Public Works Director, Rob Kissler, reported that the current contract with Wheat, LLC ran out on June 30, 2005. Staff developed a request for proposals indicating the need to sweep all curbed streets and bike paths once a month throughout the city with Chemawa, Lockhaven, Cherry and River Roads being swept twice a month. Staff recommends City Council adopt the attached resolution authorizing the City Manager to enter into a three-year contract with Water Truck Services to perform street sweeping services.

Discussion followed regarding doing the street sweeping in-house; consideration of stormwater NPDS Phase II permitting process; the annual fall leaf haul which is under the franchise agreement with local haulers, not street sweeping; and the reasons for choosing this vendor.

<u>Councilor Walsh moved to adopt Resolution R2005 Authorizing the City Manager to Enter Into Street Sweeping Contract. Councilor Nichols seconded. Motion passed unanimously as follows:</u>

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

**b. RESOLUTION – Authorizing the City Manager to Purchase Real Property – Tiersma (Right of Way)**

City Attorney, Shannon Johnson, explained the location of the property adding that when this transaction closes all the necessary in Area B of Keizer Station will have been acquired.

Councilor Walsh moved to adopt Resolution R2005 authorizing the City Manager to Enter into an Agreement to Purchase Real Property Located in Keizer, Marion County, Oregon (Flora J. Teirsma, Trustee under the Tiersma Living Trust dated January 4, 1999). Councilor Taylor seconded. Motion passed unanimously as follows:

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

**CONSENT CALENDAR**

a. **RESOLUTION – Delinquent Sewer Assessments**
b. **RESOLUTION – Amendment to the Parks System Development Charge**
c. **RESOLUTION – Amendment to the Transportation System Development Charge Methodology**
d. **RESOLUTION – Determining Recyclable Materials for Solid Waste Management**
e. **RESOLUTUION – Authorizing the City Manager to Execute Declaration of Covenants and Restrictions for Claggett Creek Park Wetlands Project, Declaration of Covenants and Restrictions for Claggett Creek Wetlands Project**
f. **RESOLUTION – Permanent Blocking of Fourth Place**
g. **Approval of July 5, 2005 Regular Session Minutes**

Councilor Taylor pulled Item f from the Consent Calendar.

Councilor Walsh moved to approve items a, b, c, d, e and g on the Consent Calendar. Councilor Moir seconded. The motion passed unanimously as follows:

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

Councilor Taylor stated that this barricade was put in place at the request of neighbors to keep McNary High School students from using it. Currently McNary High School has Sandy Drive blocked. He concluded that he did not feel Council should take action until there had been a Public Hearing so that Fire Department, Police Department and residents could provide input.

Councilor Taylor moved to schedule a Public Hearing on this matter. Councilor Lee seconded.

Rob Kissler explained the location of homes on the street. Councilor Moir voiced her opinion that a public hearing was not necessary. Councilor Walsh pointed out that the largest single parcel of land on River Road is north of this and it might not be good to do anything permanent until later.

Councilor Walsh moved to table this issue. Councilor McKane seconded. Motion failed as follows:

AYES: Walsh and McKane (2)
NAYS: Christopher, Lee, Nichols, Moir and Taylor (5)
ABSTENTIONS: None (0)
ABSENT: None (0)

*Vote was held on original motion to direct staff to set a public hearing.*

Motion passed unanimously as follows:

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

**WRITTEN COMMUNICATIONS**

None

**AGENDA INPUT**

**August 8, 2005**

5:30 p.m. City Council Work Session

- City of Keizer Annual Parks Tour

**August 15, 2005**

5:30 p.m. Work Session – Results Group – Civic Center

7:00 p.m. City Council Regular Session

**ADJOURNMENT**

Mayor Christopher adjourned the meeting at 10:02 p.m.

APPROVED:

MAYOR:

Debbie Lockhart, Deputy City Recorder

Lore Christopher

COUNCIL MEMBERS

| | |
|---|---|
| Councilor #1 – David McKane | Councilor #4 – Jacque Moir |
| Councilor #2 – Troy Nichols | Councilor #5 – Richard Walsh |
| Councilor #3 – Charles E. Lee | Councilor #6 – James Taylor |

Minutes approved:

# MINUTES
# KEIZER CITY COUNCIL/PARKS ADVISORY BOARD
# JOINT WORK SESSION
## Monday, August 8, 2005
## Keizer City Hall, Keizer, Oregon

**CALL TO ORDER**

Members met at Chalmers-Jones Gazebo for barbeque at 5:30.Those present are listed below:

**Present:**

**City Council:**
Lore Christopher, Mayor (5:45)
Richard Walsh, Council President
Jacque Moir, Councilor
Charles Lee, Councilor
James Taylor, Councilor
David McKane, Councilor
Troy Nichols, Councilor

**Parks Board:**
Richard Ford
Marlene Kelly
Vickie Hilgemann
Bill Riesland
Garry Whalen

**Staff Present:**
Rob Kissler, Public Works
Terry Witham, parks
Debbie Lockhart, Deputy City Recorder

**Also Present:**
Jerry McGee
Christine Ermey

**Park Tour**

At 6:30 the group departed for **Keizer Rapids Park**. Councilor Walsh pointed out the boundaries of the park. Boy Scout Troup 260 from McMinnville was camped at the site of the rapids.

**Country Glenn/Hidden Creek** was the next stop to view the newly constructed pedestrian bridge. Rob Kissler explained future plans for floodplain mitigation.

At **Willamette Manor Park** members viewed the Rotary structure being built. Terry Witham explained plans for a pathway and pointed out that taking care of the mowing of parks in-house saves the city $20,000. Discussion took place regarding new signage for the park. At **River's Edge Park** Vickie Hilgemann explained where the Wallace house might have been located. She explained that the house was inhabited from 1812 to 1814 and after the war of 1812 it was sold to the Northwest Fur Company. She referred to several maps showing

“Fort Wallace” or “Wallace House” in the location of River’s Edge Park adding that chief historian, John Hussey stated that the Wallace House was the first settlement in the area. She concluded that she would like to have an official proclamation made with a marker placed in the park.

Jerry McGee added that the Keizer Points of Interest Committee had voted and agreed that:

- Council by Resolution should declare River’s Edge Park as the site of the Wallace House.
- The park should be renamed “Fort Wallace Park” prior to master planning
- After renaming KPIC should put up a Point Of Interest sign
- Master Planning process should begin
- The committee should work on having the site named a National Historical Site
- Following national recognition, archeological dig grants should be pursued.
- Two separate ad hoc committees should be formed to:
  1) design a marker/sign and
  2) arrange a major community event for 2012 celebrating the 200th anniversary of Fort Wallace.

**ADJOURNMENT** Members returned to City Hall at 8:55.

**APPROVED:**

*MAYOR:*

Debbie Lockhart, Recording Secretary

Lore Christopher

*COUNCIL MEMBERS*

Councilor #1 – David McKane

Councilor #4 – Jacque Moir

Councilor #2 – Troy Nichols

Councilor #5 – Richard Walsh

Councilor #3 – Charles E. Lee

Councilor #6 – James Taylor

Minutes approved:

# MINUTES
# KEIZER CITY COUNCIL
# WORK SESSION
## Monday, August 15, 2005
## Keizer City Hall
## Robert L. Simon Council Chambers
## Keizer, Oregon

**CALL TO ORDER**

Mayor Christopher called the work session to order at 5:42 pm. Roll Call was taken as follows:

| **Present:** | **Staff:** |
|---|---|
| Lore Christopher, Mayor | Marc Adams, Chief of Police |
| Richard Walsh, Council President | Nate Brown, Community Development |
| Jacque Moir, Councilor | Chris Eppley, City Manager |
| Chuck Lee, Councilor | Tracy Davis, City Recorder |
| Jim Taylor, Councilor | **Also Present** |
| David McKane, Councilor | Stephen Kent |
| Troy Nichols, Councilor | April Lee |

**Presentation by The Results Group, Ltd.**

City Manager, Chris Eppley, introduced Stephen Kent and April Lee representing The Results Group which is being considered to help attain a favorable vote on a measure for a new City Hall.

Stephen Kent commended Marc Adams on the 6 Keizer police officers in the Sergeants Academy and then proceeded with the presentation. Firstly he asked those in attendance to consider what they wanted Keizer to look like in the year 2020 and keep that thought in mind while reviewing the presentation. He stressed the importance of community support and discussed leveraging tax dollars to benefit the taxpayer, public support, employee satisfaction, citizen awareness and trust. He enumerated efforts that would be undertaken by his firm and then turned over the remainder of the presentation to April Lee who detailed the program elements and costs and fielded questions posed by Councilors.

Discussion followed regarding the survey group (an organization named More Information), the strategic planning and trust in government aspect of The Results Group, the ballot date, picking only certain items from the proposal and the price of the proposal.

**ADJOURNMENT** Mayor Christopher adjourned the meeting at 6:35 p.m.

APPROVED:

MAYOR:

Debbie Lockhart, Deputy City Recorder

Lore Christopher

COUNCIL MEMBERS

Councilor #1 – David McKane

Councilor #4 – Jacque Moir

Councilor #2 – Troy Nichols

Councilor #5 – Richard Walsh

Councilor #3 – Charles E. Lee

Councilor #6 – James Taylor

Minutes approved:

# MINUTES
# KEIZER CITY COUNCIL
## Monday, August 15, 2005
## Keizer City Hall
## Robert L. Simon Council Chambers
## Keizer, Oregon

**CALL TO ORDER**

Mayor Christopher called the regular meeting to order at 7:03 pm. Roll Call was taken as follows:

| Present: | Staff: |
|---|---|
| Lore Christopher, Mayor | Shannon Johnson, City Attorney |
| Richard Walsh, Council President | Marc Adams, Police Chief |
| Jacque Moir, Councilor | Nate Brown, Community Development |
| Troy Nichols, Councilor | Chris Eppley, City Manager |
| Chuck Lee, Councilor | Tracy Davis, City Recorder |
| Jim Taylor, Councilor | |
| David McKane, Councilor | |

**FLAG SALUTE**

Christine Deiker from the Keizer Chamber of Commerce led the pledge of allegiance.

**PUBLIC TESTIMONY**

Christine Deiker, Executive Director of the Keizer Chamber of Commerce reported that for the quarter of April 1 through June 30 a total of $3,192.62 was received in hotel tax, 760 volunteer hours were contributed during the quarter, relocation packets were sent out nationwide, and time was donated to the RIVERR Task Force, Regional Tourism Task Force, the website, etc. totaling a value of approximately $13,000.

**COMMITTEE REPORTS**

**a. Proclamation – John Preston Week**

Mayor Christopher explained that Mr. Preston had contributed to many accomplishments in Keizer but was leaving the area. She then read the proclamation making August 14, 2005 John Preston Week. Councilors voiced regret that he was leaving the area and pointed out various activities Mr. Preston had participated in.

**b. Proclamation – Chet Patterson Day**

Mayor Christopher introduced Mr. Patterson, one of the founding fathers of Keizer and one of the original seven City Council members, and read the proclamation making August 28 Chet Patterson Day. Mr. Patterson was in attendance and expressed his gratitude.

**OTHER BUSINESS**
**Taco Bell Traffic Issues**

City Manager, Chris Eppley, noted that Council had asked Public Works to prepare recommended safety and traffic flow improvements for the Taco Bell site on Main Street, and reviewed Phase 1 and 2 improvements which were in the packet.

*Cheryl Warnier, Mary Lou Copeland and Ellen West, Main Avenue residents,* voiced concern over traffic issues including stacking, speeding, parking, high school drivers and wall maintenance.

It was agreed that it would be necessary to discuss the issues with Taco Bell and then begin the implementation of the various remedies; then Mr. Eppley, Mr. Kissler and Mayor Christopher will meet with Main Avenue residents to discuss the issues and view the problems on the street. Additional discussion followed.

Council agreed by consensus to move forward with the safety improvements.

**Committee Reports**

Councilor Moir reported that

- **Mid-Willamette River Connections Group** had reviewed the opening of the water trail. The Governor is anticipating that it will be completed by 2007. The group wants more elected officials involved in planning for the Salem-Keizer-Independence Plan (SKIP) which may occur at the August 31 meeting.
- **Points of Interest Committee** member Vickie Hilgemann had presented documents authenticating the location of the Wallace House at River's Edge Park and discussed the possibility of changing the name of the park to Fort Wallace Park. Additionally it was suggested that a committee be formed to begin the process of designating Fort Wallace as a National Historic site. An additional sign for Claggett Creek Cemetery will be requested for cars going the other direction; they will also be researching if the County has ever designated Claggett Cemetery as a historical area. Members of the committee also met with the grandson of Thomas Dove Keizer when he was in town. He has a rifle and some other effects that he would like to place in the museum at the heritage center.
- **Parks Board** hosted the annual parks tour and barbeque for members of City Council ending at River's Edge Park where Vickie Hilgemann and Jerry McGee gave their presentation on the Wallace House.

Councilor Walsh reported that the RIVERR Task Force questionnaire is on the city web page. He encouraged everyone to fill it out prior to mid-September at http://www.co.marion.or.us/krp/questionnaire.asp or click on the menu item on the Keizer website: www.keizer.org . He added that there is a threat that the Oregon City locks will be closed.

There are many issues involved and he will provide updates as they are available.

Councilor Lee reported that **Government Affairs** had met and Cyndi Astley helped put together a lengthy “No Meth” presentation and asked the committee to encourage businesses in Keizer to attend the “No Meth Resource Fair”. Additionally the committee discussed the Sports Community Center and opted not to take a position on the project.

Mayor Christopher reported that

- **Gubser Neighborhood Association** meeting had discussed gardening with native plants. She showed a poster she had received and asked that it be displayed in City Hall.
- **Oregon Mayors Association Meeting** adopted the following resolutions:
  1. Calling on securing borders to prevent importation of meth;
  2. Asking the governor to appoint an individual to coordinate the drive eradicating meth in Oregon;
  3. Opposing the closure or realignment of the Air National Guard and Air Force Units based at the Portland International Airport;
  4. Urging that the Board of Directors join with the Board of the League of Oregon Cities to select two city officials to the Oregon Task Force on Land Use Planning;
  5. Urging the Bureau of Labor and Industries to work cooperatively with Oregon cities to determine how and when Oregon’s prevailing wage laws should apply to public contracting; and
  6. Taking a position of opposition for all legislation that eliminates, restricts or puts at risk existing local government franchising, PEG, right of way management, service provision, taxing and fee authority on telecommunications cable and video.
- **League of Oregon Cities** will be conducting a legislative briefing on September 16 from 9 until noon at the LOC offices.

Mayor Christopher shared the city of Medford scrap book chronicling all urban renewal projects from 1988 through 2005 and suggested that Keizer develop something similar for taxpayer information.

Chief Adams reported that

- The department is currently advertising for police officer applicants;
- There are a lot of raccoons in town with distemper so residents should be sure to put food away that will attract them; and
- Wished Doyle and Motier Dickey a happy 56th wedding anniversary.

Nate Brown reported that

- **RIVERR Task Force** is completing grant requirements and working with Trust for Public Lands.

- The Federal government wants to pay us $4,000 for our aerial photos.
- He met with St. Edwards Catholic Church who wants to work with the City in the **River Road Renaissance** efforts of landscaping improvements and a possible plaza development.

**ADMINISTRATIVE ACTION**

**a. Keizer Sports Community Center Presentation**

Bob Zielinski, Gervais, presented background on how the idea of the Sports Center got started and reviewed projects that the Rotary had been responsible for in the past. He explained that the main idea was to provide "seed money" and ideas that would manifest the investment. He then focused on the proposed Community Sports Center and the benefits to the city should the center be built. He stressed that the community center would be for everyone and would be right for the community.

Councilors Walsh, Lee, Taylor and Moir thanked Mr. Zielinski, reviewed his past accomplishments and offered supportive comments for the project.

Architect Alan Costic thanked Teresa Walsh for her dedicated support and gave a power point presentation pointing out that this is truly a unique facility. He detailed components of the building, including square footage, operating costs, and the style of the building with an information/visitors center housed within. He pointed out that this building has the potential to have a zero operating budget in terms of power, lighting, heating and cooling through use of daylight and active solar panels and reviewed the costs. He concluded that this facility is twice the size of the Salem Conference Center with an equal number of parking spaces and the price tag is half of what the Salem Conference Center cost.

Ron Hitner, Keizer, representing the Keizer Youth Basketball Association reviewed needs of the children and the community which could be met by this facility. He noted that youth participation in basketball has increased and available locations for practice and/or games has decreased and concluded that for that reason the KYBA strongly supports this venture. Councilor Taylor added that it isn't just about basketball, but about teaching the children life skills through this program and therefore it is very important.

Don Stupfel and Harmik Issakhanian, Salem, representing the Salem Volleyball Club, explained the volleyball program, noting that there are over 180 children involved with 18 teams traveling nationally. The goal is to train and teach the children. Now that The Hoop has shut down there are only 10 teams. Parents have voiced support for this project as well. Additionally it was noted that money spent during tournament free time would be beneficial to the economy of Keizer and funds received from hosting tournaments would be added income. In conclusion the building would most likely not lose money or cost the tax payers anything but would bring in over $100,000 in the first year.

*Christine Dieker* reported that she had shared some of this information with the chamber and Government Economic Affairs committee but did not have all the information. She concluded that there is interest in this project, it would generate tourism dollars and it is a worthwhile project for the city adding that the Chamber wants to be part of it.

*Theresa Walsh, Keizer*, summarized why the Hoop didn't work using their profit/loss statement. She pointed out that the Hoop only focused on basketball and volleyball; not on other functions. Additionally the parking was extremely limited. She suggested various management and partnership options for this facility and concluded that she felt the venture would be self sufficient. She added, however, that a study should be done and possibly a task force set up to determine how it should be managed.

*Bill Weber, Keizer,* asked if this project is so good, why doesn't the City turn it over to private enterprise and let them run it instead of the city getting involved. He concluded that when businesses are turned over to government, they fail.

Mayor Christopher pointed out that this is the first look the Council has had at this project and the next step would be a feasibility study and a business plan. Councilor Walsh explained urban renewal funds and pointed out that this venture would spur economic growth in the area and benefit the entire district. He concluded that no Keizer citizen will have pay increased taxes for this project. Mayor Christopher questioned if remaining funds from Rotary could be used for a feasibility study. Bob Zielinski responded that there were funds left but a presentation would have to be made to Rotary to get this underway.

**CONSENT CALENDAR**

**a. Approval of July 18, 2005 Regular Session Minutes**

Councilor Walsh moved to approve the Consent Calendar. Councilor Lee seconded. The motion passed unanimously as follows:

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

**WRITTEN COMMUNICATIONS**

Councilor Walsh pointed out that the Willamette River Keeper Bulletin featured on the front page the Keizer Rapids and the opening water trail. That same event was also featured on the Chamber Bulletin. The American Heritage River Program has a renewal process to justify their existence to their supervisors every year so he sent a thank you letter to help in that regard. He added that they have been very helpful, especially Mark Brown, and distributed a copy of the letter.

**AGENDA INPUT**

**September 6, 2005**
7:00 p.m. City Council Regular Session
**September 12, 2005**
5:30 p.m. City Council Work Session - Cancelled
**September 19, 2005**
7:00 p.m. City Council Regular Session

**ADJOURNMENT**

Mayor Christopher adjourned the meeting at 9:42 p.m.

APPROVED:

MAYOR:

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Debbie Lockhart, Deputy City Recorder

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Lore Christopher

COUNCIL MEMBERS

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Councilor #1 – David McKane

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Councilor #4 – Jacque Moir

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Councilor #2 – Troy Nichols

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Councilor #5 – Richard Walsh

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Councilor #3 – Charles E. Lee

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Councilor #6 – James Taylor

Minutes approved:

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