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 4, 2001
7:00 p.m.
Robert L. Simon Council Chambers
Keizer, Oregon 97303

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **PUBLIC TESTIMONY**

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

4. **COMMITTEE REPORTS**

   a. Volunteer of the Quarter Award – Bill Wolf

   b. Volunteer Proclamations
      - New Members of Volunteer Coordinating Committee
        William Quinn and Rosa Hernandez

   c. Council Liaison Reports
      - Traffic Safety Committee – Councilor Smith
      - Salem-Keizer Area Transportation Systems – Councilor Smith
      - Claggett Creek Watershed Council – Council President Moir

5. **OTHER BUSINESS**

   This time is provided to allow the Mayor, 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

6. **PUBLIC HEARINGS**

7. ADMINISTRATIVE ACTION

   a. Adoption of Budget Committee Recommendations

   b. RESOLUTION – Authorizing City Manager to Award Contract for Alder Drive Improvements

8. CONSENT CALENDAR

   a. RESOLUTION – Certification of Delinquent Sewer Accounts (Amending R2001-1286)

   b. Approval of August 6, 2001 Regular Session Minutes

   c. Approval of August 20, 2001 Regular Session Minutes

9. WRITTEN COMMUNICATIONS

   To inform the Council of significant written communications.

10. AGENDA INPUT

   September 10, 2001
   5:30 p.m. City Council Work Session
   - Infill Master and Redevelopment Plan

   September 17, 2001
   7:00 p.m. City Council Regular Session
   - Infill Master and Redevelopment Plan Public Hearing (cont from 8/20/01)
   - Legislative Amendment to Redesignate Chalmers Jones Park and Clarify Boundaries (cont from 8/20/01)
   - Comp Plan Map Amendment/Zone Change/Conditional Use Case No. 01-35 (Salem-Keizer School District)
   - Liquor License Application Public Hearing for Kat's Korner Billiards

11. ADJOURN

Upon request, auxiliary aids and/or special services will be provided. To request services; please contact us at 503-390-3700 or through Oregon Relay 1-800-735-2900 at least two working days (48 hours) in advance.

City of Keizer, Oregon

September 4, 2001

AGENDA ITEM 4a

VOLUNTEER OF THE QUARTER AWARD

CITY COUNCIL MEETING: September 4, 2001

AGENDA ITEM NUMBER: _____

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

THROUGH: **CHRIS EPPLEY**
CITY MANAGER

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

SUBJECT: **VOLUNTEER OF THE QUARTER AWARD**

ISSUE:

The Volunteer Coordinating Committee has selected Bill Wolf as the Volunteer of the Quarter for the third quarter 2001. Mr. Wolf has been involved with the Planning Commission since 1995, serving the last 2 years of his second term as Chair. In addition, Mr. Wolf was instrumental in the organization of the South East Keizer Neighborhood Association and served on the Community Policing Committee. Mr. Wolf also volunteers his time for youth activities in the community, including coaching a Keizer Little League softball team.

Former City Council member Jim Keller nominated Mr. Wolf for this award. Mr. Keller will be present at Tuesday's meeting to introduce Mr. Wolf.

City of Keizer, Oregon

September 4, 2001

AGENDA ITEM 4b

VOLUNTEER PROCLAMATIONS

CITY COUNCIL MEETING: September 4, 2001

AGENDA ITEM NUMBER:_____

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

THROUGH: **CHRIS EPPLEY**
CITY MANAGER

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

SUBJECT: **VOLUNTEER COORDINATING COMMITTEE APPOINTMENTS**

ISSUE:

Mayor Christopher recently appointed Rosa Hernandez to fill a vacancy in the Mayor's position on the Volunteer Coordinating Committee. Additionally, Councilor Judy Smith has appointed William Quinn to fill the vacancy in Council Position Number One on the Volunteer Coordinating Committee. The term of Ms. Hernandez and Mr. Quinn begun on August 30, 2001 and will end on January 6, 2003.

Both Ms. Hernandez and Mr. Quinn have been invited to the meeting to be introduced and to receive a proclamation honoring their volunteer efforts.

City of Keizer, Oregon

September 4, 2001

AGENDA ITEM 7a

ADOPTION OF BUDGET CONTINGENCY PLAN FOR QWEST SHORTAGE

COUNCIL MEETING: **September 4, 2001**

AGENDA ITEM NUMBER:_____

TO: **MAYOR CHRISTOPHER AND COUNCIL MEMBERS**

THROUGH: **CHRIS EPPLEY**
CITY MANAGER

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

SUBJECT: **QWEST CONTINGENCY PLAN**

BACKGROUND:

On August 8, 2001 the Budget Committee discussed the revenue shortfall resulting from Qwest's decision to withhold franchise fee payments. Qwest's action has resulted in an approximate $23,000 shortfall in FY 00-01 and an anticipated $160,000 shortfall in FY 01-02.

Staff identified several options to make up for the shortfall totaling $183,000. The committee voted to recommend to the City Council the following contingency plan, in order of priority:

1. **Use excess working capital carryforward.** The 4th quarter franchise revenues came in well above the estimated working capital carryforward for FY 01-02. NW Natural Gas franchise revenues came in approximately $56,000 above estimates. Staff spoke with the District Manager at NWNG and asked what caused this large increase. He said gas prices have gone up dramatically in the last 2 years. All rate increases are passed on to the customer through regulation. Consumption is down because of these large increases. Throughout the metro area revenues are up 17% for residential classes and 19% for all classes combined. The biggest rate increase happened as the City increased its franchise from 3% to 5% so the last two quarters came in significantly higher than anticipated. This increase together with the other franchise revenues brings working capital carryforward up $80,000 above the budgeted amount.

2. **Eliminate caps on energy franchise revenues**. During the budget process, the committee recommended a cap on energy franchise revenues. The committee did not want the City to inadvertently benefit from rising energy costs. Staff was directed to identify energy cost increases in October and recommend a reduction of the 5% franchise if revised revenue projections exceed the amount budgeted.

Energy franchise rates are expected to increase well above the amounts budgeted in April 2001. To maintain a conservative estimate electricity franchise revenues were budgeted at 20% increases. (Expenditures, however, were budgeted at 30% increases.) Both PGE and Salem Electric are confirming 35% increases effective October 2001.

As shown below, these increases together with the increase in working capital carryforward will cover the Qwest shortfall. In fact, the NW Natural franchise is expected to be 20% higher than last year because of a rate increase effective August 2001 through July 2002. NWNG cautioned that this significant increase is expected to subside in one year. Gas futures are rolling prices back two years and we can anticipate rate reductions as early as July 2002.

Qwest Shortfall	$183,000
Increase in working capital carryforward	$ 80,000
Eliminate energy franchise caps	
Electricity	73,000
Gas	37,000
Total	$190,000

It is important to note that Keizer citizens and businesses are currently not paying the 3% pass-through franchise provided for in the City's newly adopted telephone franchise ordinance.

3. If the anticipated increases in working capital carryforward and energy franchise revenues do not cover the full $183,000 the budget committee recommends the following expenditure cuts prioritized in roman numeral order:

I. Non-operating Expenditures

Fire District Hotel/Motel distribution	$10,000
Chamber Hotel/Motel distribution	10,000
Neighborhood Association	5,000
Volunteer Recognition	1,000
Power – SK Schools	1,000
Youth Compact	750
Youth Recreation	1,250
	$29,000

September 4, 2001
City Council Meeting
Qwest Contingency Plan

II.	Materials & Services	Unspent as of July 31, 2001
	Parks Seasonal Help	$11,000
	Parks Contractual Services	28,700
	Emergency Management	5,000
		$44,700
III.	General Fund personnel layoffs	*cost savings vary depending on the positions selected for layoff.
IV.	Contingency	$50,000

RECOMMENDATION:

Staff recommends the Council pass a motion to authorize staff to implement steps 1 and 2 above. Should these steps not fully cover the revenue shortfall staff will bring an updated list of potential expenditure cuts, and any other possible solutions if some should develop, to the council for approval.

City of Keizer, Oregon

September 4, 2001

AGENDA ITEM 7b

RESOLUTION – AUTHORIZING CITY MANAGER TO ENTER AGREEMENTS FOR ALDER DRIVE IMPROVEMENTS

CITY COUNCIL MEEETING:_____

AGENDA ITEM NUMBER:_____

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

THROUGH: **CHRIS EPPLEY**
CITY MANAGER

FROM: **WILLIAM I. PETERSON**
CITY ENGINEER

SUBJECT: **ALDER DRIVE IMPROVEMENTS**

ISSUE:

On August 28, 2001 bids were received and opened for the construction of a street widening, overlay and sidewalks on Alder Drive. This project was bid in two schedules as follows:

Schedule A: Approximately 1,416 Lineal Feet of Storm Drain, 7 Manholes, HMAC Pavement Patch, 1,800 Tons of Aggregate Base, 590 Tons of HMAC Plug, 1,490 Tons of HMAC Overlay, Saw Cut, and Appurtenances Common to Street Widening and Storm Drain Improvement Projects.

Schedule B: Approximately 5,025 Lineal Feet of PCC Sidewalk, 1,886 Lineal Feet of Swale, 9 Catch Basins, and Appurtenances Common to Sidewalk and Drainage improvement Projects.

All bids were received on time and have been certified by the city engineer. After bid certification, the low bidder on this project for Schedule A is Morse Bros. Construction for a total amount of $206,311.50 and Schedule B is Gelco Construction for a total amount of $83,815.75. The average of all the bids for Schedule A is $216,439.70 and Schedule B is 94,792.25. The highest bid received for Schedule A was $269,836.96 and Schedule B was $141,165.20. The engineer's estimate for this project for Schedule A is $192,000.00 and Schedule B is $87,500.00.

FISCAL IMPACT:

Funds for this project were included in the 2000/2001 Street Fund Budget and a Bicycle and Pedestrian Grant Supplied by ODOT.

RECOMMENDATIONS:

It is recommended the Council adopt the attached Resolution authorizing the City Manager to sign the necessary contracts awarding Schedule A to Morse Bros. Construction and Schedule B to Gelco Construction for construction of a street widening on Alder Drive for a total cost of $290,127.25.

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2001-_____

AUTHORIZING THE CITY MANAGER TO ENTER AN AGREEMENT WITH MORSE BROS. CONSTRUCTION AND GLECO CONSTRUCTION FOR ALDER DRIVE IMPROVEMENTS

WHEREAS, in August 2001 the City of Keizer published an invitation to bid for improvements to Alder Drive. These improvements were divided into two schedules. Schedule "A" will include approximately 1416 Lineal Feet of Storm Drain, 7 Manholes, roadway widening including aggregate base, hot mixed asphalt concrete, and appurtenances common to roadway widening projects and storm drain projects. Schedule "B" includes approximately 5025 Lineal Feet of sidewalk, 1886 lineal feet of swale, 9 catch basins and appurtenances common to sidewalk and drainage improvements; and

WHEREAS, on August 28, 2001 bids were received and opened. The low bid of $206,311.50 was submitted by Morse Bros. Construction for Schedule "A" and the low bid of $83,815.75 was submitted by Gelco Construction for Schedule "B". Total improvements to Alder Drive will be $290,127.25; NOW, THEREFORE,

BE IT RESOLVED by the City Council of the City of Keizer that the City Manager is hereby authorized to enter an agreement with Morse Bros. Construction for Schedule "A" improvements to Alder Drive for a total cost of $206,311.50.

BE IT FURTHER RESOLVED by the City Council of the City of Keizer that the City Manager is hereby authorized to enter an agreement with Gelco Construction for Schedule "B" improvements to Alder Drive for a total cost of $83,815.75.

PASSED this _____ day of _____, 2001.

SIGNED this _____ day of _____, 2001.

_____

Mayor

_____

City Recorder

City of Keizer, Oregon

September 4, 2001

AGENDA ITEM 8a

RESOLUTION – CERTIFICATION OF DELINQUENT SEWER ACCOUNTS

COUNCIL MEETING: **September 4, 2001**

AGENDA ITEM NUMBER:_____

TO: **MAYOR CHRISTOPHER AND COUNCIL MEMBERS**

THROUGH: **CHRIS EPPLEY**
CITY MANAGER

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

SUBJECT: **AMENDED RESOLUTION FOR DELINQUENT SEWER ACCOUNTS**

BACKGROUND:

On July 16, 2001 the City Council passed a resolution certifying delinquent sewer accounts. On July 27, 2001 one of the accounts was paid in full. The payment was accepted because the amount included all delinquent charges and penalties, passed due amounts incurred and current charges.

Staff has worked with Marion County on revising the City's tax assessment certification. They recommended we remove the account from the certification list.

RECOMMENDATION:

Staff recommends the Council pass the attached amended delinquent sewer account resolution.

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2001-_____

CERTIFICATION OF DELINQUENT SEWER ACCOUNTS

(AMENDING R2001-1286)

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

WHEREAS, on July 16, 2001 the City Council adopted Resolution 2001-1286 certifying the list of delinquent sewer accounts. Just after adoption, payment was received from one of the individuals on the list; NOW, THEREFORE

BE IT RESOLVED by the City Council of the City of Keizer that Resolution R2001-1286 is hereby amended to certify the amounts listed on Exhibit "A", which is attached hereto and by this reference made a part hereof, to be added to the appropriate tax accounts as indicated pursuant to ORS 454.225.

PASSED this _____ day of _____, 2001.

SIGNED this _____ day of _____, 2001.

_____
Mayor

_____
City Recorder

EXHIBIT "A"
DELINQUENT SEWER ACCOUNTS

Tax ID #	Customer Name	Service Address	Total
R25395	Keith Preston	4940 Delight St N	169.92
R19690	Robert Pillsbury	7535 Wheatland Rd N	219.84
R25374	Taisto Pesola	4935 Delight St N	276.53
R57272	Walter Hudnall	761 Chemawa Rd N	248.99
R87893	Sandi Eldridge	1245 Shady Lane NE	199.78
R65499	Donna Miller	4005 Gary St NE	276.53
R45948	Lydina C Weldink	1136 Olin Ct NE	221.53
R45937	James Cowley	4915 Rickman Rd Ne	329.84
R20354	Geneva J Long	5799 Trail Av NE	329.84
R76691	Robert & Karen Carlson	1208 Candlewood Dr NE	329.84
R25220	Derek O & Angela M Apperson	1731 Wildwood Pl NE	304.97
			2,907.61

City of Keizer, Oregon

September 4, 2001

AGENDA ITEM 8b

APPROVAL OF AUGUST 6, 2001 REGULAR SESSION MINUTES

MINUTES
KEIZER CITY COUNCIL
Monday, August 6, 2001
Keizer City Hall
Robert L. Simon Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Christopher called the regular meeting to order at 7:08 p.m. Roll Call was taken as follows:

Present:
Lore Christopher, Mayor
Ray Kelly, Councilor
Charles E. Lee, Councilor
Jerry McGee, Councilor
Jacque Moir, Council President
Judy K. Smith, Councilor

Absent
Richard Walsh, Councilor

Staff:
Chris Eppley, City Manager
Susan Gahlsdorf, Finance Director
Rob Kissler, Public Works Director
Maria Meier, Senior Planner
Dianne Hunt, Human Resources Director
Shannon Johnson, City Attorney
Tracy L. Davis, City Recorder

PUBLIC TESTIMONY

Ken Gierloff, 4035 Arnold Street, Keizer-provided update on the Community Resource Center in the SEKNA area and some of the events that would be taking place.

Bubba Smith, Cherrylawn Court- employed as an ice cream vendor. Mr. Smith suggested that regulations be placed on vendors, such as background checks and health card permits. He felt this was necessary to keep the children in the area safe.

Responding to questions Mr. Smith indicated that approximately 12-15 ice cream trucks operate in the area and again stressed the need for health card permits.

Councilor Lee spoke in favor of Mr. Smith's recommendation.

Dave Bauer, 260 Janet Avenue North, Keizer-noted his good experience with Planning Department. Mr. Bauer expressed appreciation for the professionalism, which

took place during his permit process.

Christine Jones, Executive Director Keizer Chamber of Commerce-distributed and read a memo regarding the report on visitor services at it related to the Chambers allocation of hotel tax dollars.

Ms. Jones shared that Town and County Lanes would host the Oregon State Wide Bowling Tournament in 2003, bringing in approximately 1.5 million dollars into the community. She noted that a task force would be organized to discuss future promotional and marketable services to benefit the City. She shared that a quarterly report would be submitted to the Council regarding its progress.

Councilor Lee suggested that the task force may wish to review promoting the use of the Volcanoes Parking Lot, as well as other facilities in the City.

Jim Keller, 1919 Mistwood Drive, Keizer-spoke on behalf of the Marion County Fair Board and expressed appreciation for the participation City leaders.

COMMITTEE REPORTS

a. Volunteer of the Quarter- Mary Opra
Anne Rasmus Chair of the Volunteer Coordinating Committee noted Ms. Opra's volunteer efforts and presented her with a clock.

Mayor Christopher postponed the Council Liaison reports until the next meeting.

b. Council Liaison Reports

- Bikeways Committee- Councilor Smith
- Traffic Safety Committee-Councilor Smith
- Salem-Keizer Area Transportation-Councilor Smith
- Library Task Force-Councilor Walsh
- Keizer Urban Renewal Board-Councilor Walsh
- Salem Futures Committee-Councilor Walsh
- Planning Commission-Council President Moir
- Emergency Management Committee-Council President Moir
- Claggett Creek Watershed Council-Council President Moir

OTHER BUSINESS (reviewed after Written Communications)

Councilor McGee noted renewed interest regarding the UNOCAL property by a citizens group.

Mayor Christopher noted that in Executive Session the Council reviewed the consultant's recommendation to

move the City Manager's salary from range 32 to range 36.

Councilor Kelly moved to suspend the rules in order to consider an issue not on the agenda. Councilor McGee seconded the motion.

The motion passed as follows:

AYES: Christopher, Kelly, Lee, McGee and Moir (5)
NAYS: Smith (1)
ABSTENTIONS: None (0)
ABSENT: Walsh (1)

Mayor Christopher moved a motion to accept the recommendation of Hire by Design and move the classification of the City Manager from salary range 32 to salary range 36 effective August 1, 2001. Councilor Kelly seconded the motion.

The motion passed as follows:

AYES: Christopher, Kelly, Lee, McGee and Moir (5)
NAYS: Smith (1)
ABSTENTIONS: None (0)
ABSENT: Walsh (1)

Ms. Gahlsdorf noted the receipt of the first Park Donation totaling $25.00.

Public Works Director, Rob Kissler noted his recent tour of the Willow Lake Treatment Plan Natural System. He also noted plans to commence the Water Rate Analysis Committee and requested the permission from Council to proceed.

It was the consensus of the Council for Mr. Kissler to move ahead with this project.

Mr. Kissler shared that the City had received the formal grant award for Alder Drive and that improvements would be taking place to the Gary/Bebe Intersection.

Ms. Meier shared that the Keizer Comprehensive Plan had been updated and reprinted.

PUBLIC HEARINGS
(taken after Committee Reports)

a. Infill Master Plan

City Manager Eppley expressed his appreciation to Planning Director Maria Meier for her work during the past year on the Infill Master Plan.

Planning Director Maria Meier reported that the city had been awarded Transportation and Growth Management grant from the DLCD and ODOT. She noted that the grant contributed funds to work with consultants to develop an infill master plan. She noted the purpose and goals of the plan and the methodology of the buildable land inventory to be used as a tool.

Ms. Meier addressed the remainder of the process including the involvement of stakeholders, the Citizen Advisory Committee, public workshops and input from the Planning Commission. She shared that the main difference of the Citizen Advisory Committee and the Planning Commission recommendation was the preference by the Planning Commission to achieve street conductivity as an optional standard.

Staff recommended that the public hearing be conducted and continued until August 20, 2001.

Ms. Meier introduced Consultant Denny Egner.

Denny Egner, Planning Manager with Shapiro and Associates, 1650 NW Naito Parkway suite 302, Portland, Oregon-emphasized that the proposal does not increase densities but would be used as a strategy for efficient development and neighborhood quality. He outlined connectivity as a main issue in the plan.

Mayor Christopher opened the public hearing.

Public Testimony:
Dick Inman, Planning Commission, 4778 Lisa Street NE, Salem- noted that the Commission felt the street connectivity requirement for less than four homes was extreme. He indicated that the balance that the Commission agreed upon would offer a greater possibility that connectivity would take place.

Ms. Meier noted the proposed definition for infill as being any parcel less than two acres, which could be subdivided or partitioned into three or less parcels.

Mr. Inman stressed that the only change to the plan would

be connectivity issue for the development of less than four parcels.

Responding to questions Mr. Inman noted that he was not aware whether members of the Commission attended the Citizen Advisory Committee meetings. Also that the Planning Commission had made the recommendation to Council to address the possibility of offering enhancements or tax breaks to encourage connectivity.

As the Council Liaison to the Planning Commission Council President Moir shared that the Commission's recommendations regarding the plan was unanimous in its final vote.

Mayor Christopher thanked Mr. Inman for his testimony.

Verena Wessel, 476 Evans Avenue North, Keizer- spoke as a member of the Citizens Advisory Committee. She spoke in support of the recommendations regarding the Infill Master Plan and expressed appreciation for the work carried out.

Ms. Meier answered questions regarding the plan and noted that a street reimbursement program could be considered as part of this to encourage the development of streets for connectivity.

Mayor Christopher thanked Ms. Wessel for her testimony.

Ken Gierloff, 4035 Arnold Street, Keizer-spoke as a member of the Citizen's Advisory Committee. He stressed the importance of connectivity for infill development. He requested that the zero lot line requirements be addressed in the near future and cited his reasons for this request.

Mayor Christopher thanked Mr. Gierloff for his testimony.

With no further testimony Mayor Christopher continued the public hearing until August 20, 2001.

b. Zone Change Case No. 01-20 (River Road/Maine Avenue)

Planning Director Maria Meier reported that the subject property was located at 4630 River Road North, on the southeast corner of River Road and Maine Avenue. The applicant and owner is Eric Pittsley. The acting agent for the applicant is Frank Walker. Ms. Meier shared that the request was to change a Commercial Office (CO) to a Commercial Mixed (CM).

Ms. Meier noted the recommendation process and offered Exhibits pertaining to this. Staff recommended that the application be approved as a Commercial Mixed Limited Use with the conditions as identified by the Hearings Officer.

Ms. Meier supplied photos, tapes and written testimony from the applicant and homeowners along Maine Avenue.

City Attorney Shannon Johnson reviewed the applicable criteria in the case and read the standard notice for public hearings. He asked if there were any objections to the notice, jurisdictions or if there was any exparte contacts or bias on the part of the Council and make disclosures prior to the opening of the public hearing.

With no objections or disclosures Mayor Christopher opened the public hearing.

Public Testimony

Russell Smith, 672 Maine Avenue NE, Keizer-felt the Mixed Use Zone still had a wide variety of uses that could be placed on the corner that could be high traffic and high density types of businesses which he felt would cause additional traffic to Maine Avenue through a residential neighborhood.

Frank Walker, Frank Walker and Associates, 37708 Kings Valley Highway, Philomath, OR -supplied a copy of his presentation to the Council and confirmed that the objection of the project was to redevelop the property in a fashion which would benefit the community. He noted the improvements that the owner had currently done to the building and the changes, which would take place in the future including the development of a new building to take the place of the existing structure.

Mr. Walker requested consideration by the Council to allow a seated type of restaurant as part of the plan. He reviewed the criteria and conformance of the Comprehensive Plan versus the submitted application and reviewed the remainder of his presentation with the Council including neighborhood concerns and the mitigation measures that could take place to minimize the impact.

Mr. Walker answered questions regarding the ingress and

egress issues along Maine Avenue/River Road, setbacks and the recent addition of privacy fencing to the east of the property. He noted that the preference of the applicant would be to place the building on the eastern portion of the property with parking faced away from the neighborhood to help lessen impacts.

Mayor Christopher thanked Mr. Walker for his presentation.

Eric Pittsley, 899 Longview Street, Keizer-noted the updates that he had completed to the business and shared videotapes of traffic in the area. He asked that the Council follow the recommendation of staff and the Hearings Officer with consideration for a walk-in style-eating establishment. He expressed his willingness to work the neighbors on Maine Avenue to lessen some of the impacts.

Mary Lou Copeland, 709 Maine Avenue, Keizer-reviewed some of the aspects in the Hearings Officer's report. She stressed that the applicant was aware of the zoning of the property when it was purchased. Ms. Copeland spoke strongly against any zone change for this property because of the adverse impacts she felt it would cause for the neighbors attempting to enter and leave Maine Avenue, as well as noise and safety concerns.

Ken Gierloff, 4035 Arnold Street, Keizer-spoke as Chair of the SEKNA. The association urged the Council to approve only the change in the zoning if the Overlay Zone was upheld and to review the noise and traffic which would impact the neighborhood.

Betty Hanauska, 673 Maine Avenue, Keizer-asked about a traffic report and spoke against the zone change. She also read from the Hearings Officer report expressing concerns that the applicant was requesting consideration to develop an eating establishment on the property.

Ms. Meier indicated that a formal traffic study had not taken place at that location and referred questions from the Council to the City Engineer for confirmation.

Bill Hanauska, 673 Maine Avenue, Keizer-expressed concern regarding the lack of a written traffic study but stressed his past discussions with the Traffic Engineer confirmed that he was not in favor of changing the property to commercial because of the traffic impacts that

it would have.

Responding to traffic issues Bill Peterson City Engineer noted that a traffic study was completed in 1996 between the intersections of Deitz and Judes. He read the letter written by the Traffic Engineer dated July 2, 1996.

Council President Moir asked if there would be a benefit in having a right in and right out access with a shared driveway access between the applicant and the property to the south of the applicant.

Bill Peterson reviewed the drawing submitted by the applicant and noted that the City's concern would be the need to allow for additional stacking of vehicles during peak hours.

Councilor McGee questioned what the trip differential would be between Commercial Office and Commercial Mixed.

Mr. Peterson felt that there would be little difference in trip differential between the two zones during peak hours. Although the exclusions included by the Hearings Officer do have a high volume of traffic during peak hours.

Public Works Director, Rob Kissler asked if there were any discussions regarding establishing "no parking" zones to eliminate potential parking problems along Maine Avenue. He also addressed the possibility of adding sidewalks along property easements rather than in right-of-ways to allow a wider access at Maine Avenue.

Mr. Peterson stated that they would not recommend parking along this area of Maine Avenue and noted that the "no parking" signage could be a condition of the application for Council's consideration.

Cheryl Warnier, 622 Maine Avenue, Keizer-spoke against the zone change and felt a two-story building would detract from their neighborhood. She expressed her dismay regarding the process.

Ellen West, 623 Maine Avenue, Keizer-felt that "no parking" signage would move the traffic further down into the neighborhood. She expressed concerns regarding Taco Bells extended hours and the problems she felt this caused the neighbors along Maine Avenue. Ms. West asked for consideration from the Council before making

further decisions.

Rebuttal From Applicant
Frank Walker-indicated that they had made the effort to work with the neighbors regarding the situation. He noted the hours of operation and types of businesses were totally different from that of Taco Bell. He noted an optimum location would need to be chosen for the entryway to the business and upon design review this could be addressed.

Mr. Walker reputed some of the comments made by the Hearings Officer regarding the applicant's forthrightness. He felt this was not the case and cited the number of years he had been a land use planner and indicated additional information was supplied as requested.

Mr. Walker went on to note that in spite of the Hearings Officer's discord as noted in the staff report he did agree that the applicant met the required criteria. He asked that the Council supports the staff and Hearings Officer recommendation and approves the application.

Responding to questions Ms. Meier indicated if the zone was not approved that the City would work with the property owner to allow the business to relocate. She indicated that part of this problem could be due to the fact that the city does not require a business permit, which could assist in quelling this type of problem.

Responding to Councilor Kelly's concerns Mr. Johnson indicated that as part of the applicant's condition they had agreed to exclude adult entertainment as a condition for this property. Although future owner's of this property could hold the potential for this type of business. Mr. Johnson went on to comment, if they wished to deal with this possibility that excepting the Hearings Officer recommendation would be the best guarantee from allowing this to take place.

Mr. Walker argued that city's have the ability to set their own standards pertaining to adult establishments.

Ms. Meier read from the Keizer Development Code regarding Adult Businesses.

With no further testimony Mayor Christopher closed the public hearing.

Ms. Meier answered questions from the Council and noted what the development review would consist of. She indicated that the purpose of the recommendations from the City Engineer to located the building towards the front of the property was to allow driveway access to be further east and to help alleviate any stacking of vehicles in that area. Parking was also addressed and Ms. Meier noted the requirements for parking spaces.

Councilor McGee felt strongly that the café concept would not be appropriate for the proposed site.

A discussion of signage for the area was outlined. Mr. Kissler agreed that a dead end sign placed above the Maine Avenue Street sign might assist a driver from entering the Dead End street inadvertently.

Councilor Lee asked if it would be appropriate for Council to direct staff to deal with the issues regarding Taco Bell and traffic issues as a separate issue. He felt that the zone change, which they were reviewing, would not significantly impact the neighborhood as this had already happened when Taco Bell was placed at the intersection.

Councilor McGee agreed that the applicant could not be held responsible for the issues brought about by another business.

Council President Moir moved a motion to change the zone for property located at 4630 River Road North, Keizer, Oregon from Commercial Office (CO) to Commercial Mixed (CM) Limited Use with the conditions as identified in the Hearings Officer recommendation as written below:

1. The design and placement of any driveway or access encroachments onto River Road and Maine Avenue shall be approved by the Public Works Department prior to the issuance of a building permit.

2. Landscaping on the property shall meet the standards of the Keizer Development Code at the time of development. All areas required to be landscaped shall be designed adjacent to River Road and Maine Avenue.

3. Upon development of the subject property, the following screening and buffering method shall be used.
   a. A six-foot sight obscuring fence or wall shall be constructed along the entire width of the

east property line in conjunction with standards in the Keizer Development Code *unless the adjacent property owner and developer of the subject parcel agree otherwise to a shorter (in length or height) fence or wall, vegetation hedge or not sight-obscuring measure.* The developer and successors in interest shall be responsible for maintenance and upkeep of the sight-obscuring measure.

b. One roll of deciduous or evergreen trees staggered and spaced not more than 15 feet apart between the east property line and any proposed structure. Prior to issuance of a building permit, a landscaping plan is required to exhibit how this requirement will be met, using either existing or new trees.

4. The minimum setback requirement for development on the subject property shall be 20-feet from the east property line. All other setbacks shall comply with the Keizer Development Code.

5. New Structural development shall be on the westerly portion of the subject parcel and parking for the new structure shall be located on the easterly portion of the subject parcel. To maximize traffic stacking on Maine Avenue, the placement of any driveway or access encroachment onto Maine Avenue shall be as far to the east on the subject parcel as possible consistent with setback requirements. Parking lot design shall comply with Keizer Development Code.

6. The zone shall be changed to "Commercial Mixed Limited-Use" zone. Uses permitted on the subject property shall include all those in the Commercial Mixed zone, excluding Permitted Uses 1.4 Automobile, recreational vehicle and trailer sales, 1.8 Eating and drinking places, J.8. Motion pictures and J.10 Amusement and recreation; Special Permitted Use E. 13. Adult Entertainment Business; all uses listed in 2.110.04 use Restrictions A, B, and C.1 through C.11; and Banks with Drive-through Windows.

7. The proposed commercial development on the subject property must comply with all applicable development standards contained in the Keizer Development Code.

This includes, but is not limited to such standards as landscaping requirements, height requirements, structural design requirements and on-site parking. Several specific Zoning Ordinance requirements affect the proposed development associated with the Zone Change request as follows:

a. Outdoor storage facilities to be screened from view of the public road and from adjacent residential uses.

b. Exterior lighting to be designed to provide illumination to the site and not cause glare into the public right-of-way and adjacent properties.

c. Roof equipment to be screened from view of nearby residential uses.

8. The Public Works Department requires the following for public facility improvements:

SANITARY SEWERS

a. Any new development on the subject property will require sanitary sewer service. Removal of existing sewer services and construction of new services will require street opening permits.

b. Connecting to existing sewers that serve the general area will be the responsibility of the developer of the property. City of Salem issues sewer hook up permits in the City of Keizer.

WATER SYSTEM

a. Any new development on the subject property will require domestic water service. Removal of existing water services may be required as a result of the proposed new development. Construction within pubic right of ways will require street opening permits.

STREET AND DRAINAGE IMPROVEMENTS

a. Prior to any development of the subject property, an overall storm drainage plan shall be submitted to the Department of Public Works for review and approval.

b. Maine Avenue adjacent to the subject parcel shall be improved to a 3/4 width street improvement to the standards of the City of Keizer Department of Public Works. The south one half shall be completed to a 1/2 street section with a width of 17 feet from centerline to the new curb. Sidewalk construction shall be required along the frontage of Main Avenue.

c. Street access for the proposed development shall be from Maine Avenue. No access shall be allowed from River Road, unless, if a satisfactory agreement with the adjoining property to the south of the subject property is approved by the City of Keizer, the City may consider a joint access from River Road in the form of a "right in, right out" controlled access. No left turn movements from the subject property onto River Road will be permitted.

9. Development must comply with all standards in the Keizer Development Code, including but not limited to Sections 2.110 and 2.3 General Development Standards.

10. Compliance with the Conditions of Approval shall be the sole responsibility of the applicant.

B. The Keizer Development Code established specific development and processing requirements. These requirements are mandatory and in many cases cannot be modified even through the variance or adjustment process. These requirements are included for the benefit of the applicant.

1. Except as otherwise required by conditions of approval, development of the property shall comply with the applicable requirements of the Keizer Development Code and building requirements of the Marion County Building Inspection Division.

2. The applicant shall be responsible for all costs associated with public facility improvements, including applicable system development charges for sewer, water, parks and other facilities and shall comply with established City rules and regulations in effect at the time of the final

approval of the Zone Change.

Councilor Kelly seconded the motion.

Ms. Meier responded to questions regarding street widths and the condition regarding placement of the structure.

Mr. Kissler indicated with the 34- foot street width there would be options for turning lanes *or* parking.

The motion passed as follows:

AYES: Christopher, Kelly, Lee, McGee, Moir and Smith (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Walsh (1)

Mayor Christopher recessed the meeting at 9:46 p.m.

Mayor Christopher reconvened the meeting at 9:55 p.m.

Council President Moir moved a motion to direct staff to look at the traffic issues and concerns on Maine Avenue and come back with recommendations regarding, parking issues, turning lanes, outlet etc. Councilor Lee seconded the motion.

The motion passed as follows:

AYES: Christopher, Kelly, Lee, McGee, Moir and Smith (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Walsh (1)

City Manager Eppley indicated that it would take approximately 90 days to address this situation.

Councilor Kelly moved a motion to direct staff to contact the Regional Management of Taco Bell Incorporated to lodge a complaint on behalf of the citizens of Keizer and the City of Keizer as of the condition of the restaurant and its impact on the neighborhood. Also to send a copy of that complaint to the neighbors. Mayor Christopher seconded the motion.

Mr. Johnson questioned whether the content of the letter

should be to invite dialog to work through the issues or to lodge a complaint.

Councilor Lee cautioned the Council to react in this fashion, he felt the issue pertained to traffic.

Councilor Smith concurred with Councilor Lee's wariness of the motion.

Mayor Christopher suggested a friendly amendment to the motion to direct the City Manager to contact the Manager of Taco Bell to make the City's concerns known. If this does not ease the problem further action could be taken at that time.

Councilor Kelly accepted the friendly amendment to the motion.

The motion passed as follows:

AYES: Christopher, Kelly, Lee, McGee, Moir and Smith (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Walsh (1)

c. Inferno Dance Club Liquor License Application

City Manager Eppley reported on July 11, 2001 Jesse and Kelly Briseno submitted an application for a Limited On-Premises liquor license for Inferno Dance Club located at 3393 River Road North, Keizer, Oregon.

On July 16, 2001 the Keizer Police Department conducted a background check which did not reveal any significant events that were in conflict with Ordinance 95-318.

Mr. Eppley noted a written notice in protest of the liquor license.

Staff recommended that a public hearing take place and upon completion of the hearing it was recommended that the Council approve the application for a Limited On Premises liquor license for Inferno Dance Club.

Councilor McGee noted that the background check was conducted during a timeframe when the establishment was not selling liquor.

Mayor Christopher opened the public hearing.

Public Testimony:

Kelly Briseno, 8285 Portland Road NE, Salem- noted that during the last year doing business as Yesses Place the business did not have any calls for service.

Responding to questions Ms. Briseno indicated that they agreed with the stipulations from OLCC regarding the businesses hours of operation. She indicated that the name of the establishment would remain Inferno Dance Club.

Councilor Lee read the email from Captain Mark Miranda outlining the stipulations from OLCC. These included:

- Hours of operation would be from 9:00 p.m. to 1:30 a.m. Thursday through Sunday.
- Patrons leaving the premise after 2300 hours Friday-Saturday would not be allowed back in.
- No sales of pitchers of beer.

James Weatherby, 1822 27th Avenue SE, Albany, Oregon- owns the apartment complex across from the Inferno Dance Club. He spoke in objection to the license and noted problems that had taken place in the past. He indicated during the past year since the establishment has not had a liquor license that there had been no problems. Mr. Weatherby urged the Council to not recommend the liquor license.

Mayor Christopher thanked Mr. Weatherby for his testimony.

With no further testimony Mayor Christopher closed the public hearing.

Council President Moir moved to recommend that the Council approve the application for a Limited On Premise Liquor License for the Inferno Dance Club under the guidelines as established by ORS 471.178 and the Ordinances of the City of Keizer, Oregon and that the recommendation be forwarded to the Oregon Liquor Control Commission. Councilor Kelly seconded the motion.

Councilor Kelly moved to amend the motion to add the recommend the conditions as suggested by OLCC. Council President Moir accepted the amendment.

All members of the Council, with the exception of Mayor Christopher and Councilor Kelly, spoke against the motion citing the history of problems at the establishment.

The motion failed as follows:

AYES: Christopher, Kelly (2)
NAYS: Lee, McGee, Moir and Smith (4)
ABSTENTIONS: None (0)
ABSENT: Walsh (1)

Councilor McGee moved a motion that the Council submits a recommendation for no approval to the OLCC. Councilor Smith seconded the motion.

The motion passed as follows:

AYES: Lee, McGee, Moir and Smith (4)
NAYS: Christopher and Kelly (2)
ABSTENTIONS: None (0)
ABSENT: Walsh (1)

d. Sewer Administration Fee

Finance Director, Susan Gahlsdorf supplied a copy of a resolution pertaining to the Sewer Administration Fee. She outlined the costs for operating the Utility Billing division as noted in schedule A of the staff report.

Ms. Gahlsdorf reported that staff was proposing full disclosure regarding the administrative costs. The net result for customers would be that the administrative costs would be reduced by approximately .50 cents per bill.

Councilor McGee spoke in favor of the reduction and disclosure, but felt that the effective dates for this process should take place after the upcoming water rate study. He also stressed that it would be important to review that Keizer had taken on a great deal of Salem's workload by collecting sewer fees at no cost to them.

City Manager Eppley stressed that this service was to the best benefit of the customer. Mr. Eppley indicated that staff found that Keizer was able to provide this service at a lesser cost than Salem and the collected administration fees enabled the City to recoup any internal costs for this service. He argued that the $1.77 rate was specific to Keizer and not any outlying district's rates.

Ms. Gahlsdorf cautioned that from a financial standpoint that the removal of this service and the reduction of staff who provide this service would only cut administrative costs by approximately one-fourth.

Councilor McGee disputed Ms. Gahlsdorf's remarks indicating that the billing aspect of this process was only a small portion of the process. He felt much more of the staff's time went to answering phone questions regarding sewer-billing problems and other issues pertaining to sewer administration.

Ms. Gahlsdorf indicated until a study was complete it would be difficult to ascertain what the true costs for each city were.

Councilor McGee agreed with Mr. Eppley's summarization of his suggestion being that the City of Keizer holds a commodity (the ability to shut the water off) and should be compensated by Salem for this commodity. Mr. Eppley indicated this could be a negotiating tool in the future.

Mayor Christopher conceded that this could be an issue of discussion with Salem in the future.

Council President Moir moved a motion to adopt the Resolution Change in Sewer Administration Fee; Repealing R99-1105. Councilor Kelly seconded the motion.

Responding to Councilor McGee's concerns City Attorney Johnson noted that this recommendation was for sewer only. He indicated that disclosing sewer administration fees on the water bill would be a separate issue.

The motion passed as follows:

AYES: Christopher, Kelly, Lee, McGee, Moir and Smith (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Walsh (1)

Council President Moir moved to disclose all Administrative Cost for Water and Sewer concurrently on the water bill. Councilor Kelly seconded the motion.

Staff answered questions regarding the water rate study and how changes either now or in the future would generate many calls from customers.

Council discussed the intention of the motion.

The motion passed as follows:

AYES: Christopher, Kelly, Lee, McGee, Moir and Smith (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Walsh (1)

ADMINISTRATIVE ACTION

a. ORDINANCE- Establishing Keizer Park Regulations (Repealing Ordinance Nos. 93-266 and 2001-455)

Councilor Kelly addressed portions of the ordinance that he would like amended.

Mayor Christopher suggested that a motion be put on the table to allow for additional discussion.

Council President Moir moved to adopt a Bill for an Ordinance Establishing Keizer Park Regulation; Repealing Ordinances No. 93-266 and No. 2001-455. Councilor McGee seconded the motion.

City Attorney Johnson noted the suggested changes in the ordinance as recommended by Councilor Kelly. The recommended changes included:

- Page 1, line 21 to read; *Pets must be in control by their owners at all times.*
- Page 2, line two to read; *Permitted uses include skateboards, rollerblades and BMX bikes only. No foot traffic or motorized vehicles on the skate surface.*
- Page 2, line 7; *Alcohol, tobacco products, illegal drugs and glass containers are prohibited.*
- Page 2, line 9; *Food and/or drink is prohibited within five feet of the skate park surface.*
- Page 2, line 14; *Use of the Skate Park surface is prohibited when wet.*
- Page 4, line 10; *Start or maintain an open fire, except as allowed in Section 1(d).*

Councilor Smith spoke against the suggested wording removing the requirement for pets on a leash. She felt a designated park in which free roaming dogs were allowed

would be more appropriate than allowing all parks to do this and would be more effective and safe for the community.

Councilor Kelly moved a motion to amend line 21 on page one to state, Pets must be controlled by their owners at all times. Councilor Lee seconded the motion.

Councilor Lee spoke in favor of the amendment.

The amendment to the motion passed as follows:

AYES: Christopher, Kelly, Lee, McGee and Moir (5)
NAYS: Smith (1)
ABSTENTIONS: None (0)
ABSENT: Walsh (1)

Councilor Kelly moved to amend the motion to accept the amendments as stated by City Attorney Johnson. Mayor Christopher seconded the motion.

Councilor McGee suggested the addition of scooters and Big Wheels to the amendment of the types of equipment allowed on the skate park surface.

Councilor Smith spoke against this suggestion noting that the ages of the children using Big Wheels kept them from safely participating in the Skate Park.

Mayor Christopher made a friendly amendment to add scooters and Big Wheels as allowed types of equipment on the skate park surface. Councilor Kelly accepted the friendly amendment.

The amendment to the motion passed as follows:

AYES: Christopher, Kelly, Lee, McGee and Moir (5)
NAYS: Smith (1)
ABSTENTIONS: None (0)
ABSENT: Walsh (1)

Councilor McGee moved to amend line 10, page one to state the hours of the park shall be open from 6:00 a.m. to 10:00 p.m. Mayor Christopher seconded the motion.

The Council discussed the hours of the park.

Councilor Lee suggested different hours for the parks depending upon the seasons and there uses.

The amendment to the motion passed as follows:

AYES: Christopher, Kelly, Lee, McGee and Smith (5)
NAYS: Moir (1)
ABSTENTIONS: None (0)
ABSENT: Walsh (1)

The main motion as amended passed as follows:

AYES: Christopher, Kelly, Lee, McGee and Moir (5)
NAYS: Smith (1)
ABSTENTIONS: None (0)
ABSENT: Walsh (1)

b. Authorization to Borrow Funds to Meet General Cash Flow Needs

Finance Director, Susan Gahlsdorf reported that the General and Street Funds had an insufficient cash balance to carry them until November. She proposed a short-term borrowing to meet this cash flow need. Ms. Gahlsdorf noted the funds that would be effected, which included the 911 Fund, the Parks Improvement Fund and the Water Facility Fund.

Mr. Eppley indicated that this recommendation was a planned borrowing process as discussed during the budget process.

Mayor Christopher expressed concern regarding the purchase of a Big Toy for Wilark Park. She indicated that purchasing this equipment in September supplied the City with additional savings, but Ms. Gahlsdorf noted that funds to pay for this purchase would not be available until December.

Mr. Eppley indicated he would have Mr. Witham contact the company regarding this issue.

Public Works Director, Rob Kissler noted that an offer of $99,900 had taken place to purchase property in North Keizer. He indicated that this could effect the ability to purchase this property. A discussion of this took place.

Council President Moir moved to Adopt a Resolution Authorization of Interfund Loans to the General Fund and Street Lighting District Fund. Councilor Kelly seconded the motion.

The motion passed as follows:

AYES: Christopher, Kelly, Lee, McGee, Moir and Smith (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Walsh (1)

CONSENT CALENDAR

a) **RESOLUTION- Certifying Street Lighting Assessments**

b) **Approval of July 9, 2001 Work Session Minutes**

c) **Approval of July 16, 2001 Regular Session Minutes**

Council President Moir pulled item "b" from the Consent Calendar.

Councilor McGee pulled item "a" from the Consent Calendar.

Council President Moir moved for approval of item "c" on the Consent Calendar. Councilor Kelly seconded the motion.

The motion passed as follows:

AYES: Christopher, Kelly, Lee, McGee, Moir and Smith (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Walsh (1)

Items "a" and "b" were discussed.

Councilor President Moir moved approval of item "a" and "b" as amended. Councilor Lee seconded the Motion.

The motion passed as follows:

AYES: Christopher, Kelly, Lee, McGee, Moir and Smith (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Walsh (1)

WRITTEN COMMUNICATIONS

City Manager Eppley reported that an email from Bob Newton indicated that the Community Band might be able to do a performance at the Gazebo September 12th.

It was the consensus of the Council to do this and to

submit a press release pertaining to this.

Mr. Eppley requested from Council that he be allowed to work with Bubba Smith regarding the development of an ordinance regarding peddlers of various natures.

Mayor Christopher read the letter submitted by herself to Rick Bastasch of the Willamette Restoration Initiative. It was the consensus of the Council to submit this letter to Mr. Bastasch.

AGENDA INPUT

August 13, 2001
5:30 p.m. City Council/Parks Advisory Board Work Session

- Annual City Parks Tour

August 14, 2001
5:30 p.m. Joint Work Session Between City Council and Keizer Urban Renewal Board

August 20, 2001
7:00 p.m. City Council Regular Session

- Legislative Amendment to Re-designate Chalmers Jones Park and Clarify Boundaries (continued from 7/16/01)
- Volunteer Coordinating Committee Resolution
- Infill Master Plan (continued from 8/6/01)

September 4, 2001 (Tuesday)
7:00 p.m. City Council Regular Session

Mayor Christopher noted the agenda input.

ADJOURNMENT

Mayor Christopher adjourned the meeting at 11:47 p.m.

_____
Cindy Perry
Recording Secretary

APPROVED:
MAYOR:

_____
Lore Christopher

COUNCIL MEMBERS:

Councilor #1 - Judy K. Smith	Councilor #4 - Jacque Moir
Councilor #2 - Ray Kelly	ABSENT Councilor #5 - Richard Walsh
Councilor #3 - Charles E. Lee	Councilor #6 - Jerry McGee

Minutes approved:

City of Keizer, Oregon

September 4, 2001

AGENDA ITEM 8c

APPROVAL OF AUGUST 20, 2001 REGULAR SESSION MINUTES

MINUTES
KEIZER CITY COUNCIL
Monday, August 20, 2001
Keizer City Hall
Robert L. Simon Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Christopher called the regular meeting to order at 7:04 p.m. Roll Call was taken as follows:

Present:
Lore Christopher, Mayor
Ray Kelly, Councilor
Jerry McGee, Councilor
Jacque Moir, Council President
Judy K. Smith, Councilor
Richard Walsh, Councilor

Absent:
Charles E. Lee, Councilor

Staff:
Chris Eppley, City Manager
Rob Kissler, Public Works Director
Maria Meier, Senior Planner
Marc Adams, Chief of Police
Dianne Hunt, Human Resources Director
Shannon Johnson, City Attorney
Tracy L. Davis, City Recorder

PUBLIC TESTIMONY

None

COMMITTEE REPORTS

a. State of the Council of Governments Address- Dave Galati, Executive Director

Mr. Galati supplied a history of the Council of Governments. He indicated that COG was not a regional government but a collaborative effort between cities and counties that participate. Mr. Galati summarized member services for participating cities, COG basic information and the highlights from COG during the past year and upcoming issues they would be dealing with.

Mr. Galati answered questions from the Council and Mayor Christopher thanked him for his presentation.

b. Council Liaison Reports

- **Bikeways Committee**-Councilor Smith reported that the Safety Fair would take place on September 23rd at

Day Spring Church from 3:00 - 6:00 p.m.

- **Traffic Safety Commission**-Councilor Smith reported that the Commission forwarded their motion to Council to recommend that a warrant study take place between Lockhaven and 14th to determine if a pedestrian crosswalk would be feasible in this area.

  Councilor Smith requested consensus from the Council for the warrant study.

  The Council discussed this and it was the consensus of the Council to have staff obtain information on costs for the study before proceeding.

- **Salem-Keizer Area Transportation Systems-** Councilor Smith reported that on October 19th from 9-3 a forum would take place for elected officials and staff pertaining to land use and transportation. She indicated that she would provide more information as it became available.

- **Mid Willamette Valley Area Transportation Systems**-Councilor Smith noted software detailing the I-5 corridor in Oregon and offered to supply it to anyone who was interested in previewing.

  Councilor Smith shared that the group was still reviewing criteria for ODOT funds.

- **Library Task Force**-Councilor Walsh reported that the Task Force met on August 6th and was working on issues discussed by the Council. He indicated that the history of the CCRLS basic foundations was being researched. He noted that their next meeting would take place on September 20th at 7:00 p.m.

- **Keizer Urban Renewal Board**-No report was provided.

- **Salem Futures Committee**-Councilor Walsh offered to supply copies of the meetings minutes to those interested.

- **Chamber of Commerce Government Affairs-** Councilor Walsh reported that discussions were taking place whether to make the representation more regional rather than occupationally based. Urban growth boundaries and the UNOCAL property were

discussed.

- **Willamette River Initiative**-Councilor Walsh noted a wide range of entities showed their interest in this initiative during the last meeting, which took place on August 3rd.

- **Planning Commission**-Council President Moir reported that the next meeting for the Commission would take place on September 12th.

- **Emergency Management Committee**-a report was not provided

- **Claggett Creek Watershed Council**-Council President Moir indicated that minutes from their last meeting were distributed.

- **Salem Wastewater Task Force**-Council President Moir reported that the process of the wetland near the Wastewater Treatment Plant was underway.

- **Parks Advisory Board**-Mayor Christopher reported that the Parks Tour took place during the last meeting but that a tour of the new bathroom facility at Keizer Little League was overlooked. She asked that the Council set up a brief tour to review the new facilities.

- **Community Policing**-a report was not provided.

- **South East Keizer Neighborhood Assoc. Response Council**-Councilor Lee was not in attendance so no report was submitted.

- **Oregon Mayor's Association Conference**-Mayor Christopher reported that she attended this meeting and the major discussions that took place, were Qwest and House Bill 2142.

- **Bikeways Committee**-Councilor Smith reported that the first diversion program to address the helmet ordinance would take place on September 22nd and she answered questions from the Council pertaining to the educational value of this program.

OTHER BUSINESS

a. New Business

Council President Moir noted Mayor Christopher's recent accomplishment in the completion of her Master's Degree in Public Administration.

Councilor McGee moved to suspend the rules for the purpose of proposing an action motion regarding the UNOCAL property. Councilor Smith seconded the motion.

The motion passed as follows:

AYES: Christopher, Kelly, McGee, Moir, Smith and Walsh (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Lee (1)

Councilor McGee moved a motion to refer to the Urban Renewal Agency a design concept for a City Focal/Identity Monument to be located at the UNOCAL lot. The design is included in the motion by reference. Council President Moir seconded the motion.

Councilor McGee noted the design concept would include the following:

1. A replication of the gateway monument located at River Road and Broadway.
2. The "new" monument would not have trees in the center of the circle, but rather three lighted flagpoles of proportional height.
3. Across the top of the ramparts would be a "ring nozzle" water feature.
4. The brick used should be similar to that used by Shari's, Walgreens and the School House Square.
5. The slant of the apron of the monument would be the same as the Broadway monument.
6. The flower strips would be proportionate to the size of the monument.
7. A public process would determine the wording on the plaques.
8. The lot would be bordered on both street sides by gentle rolling berms (similar to Shari's)
9. There would be appropriate trees separating the lot from the neighbor to the west.
10. The remainder of the lot would be lawn.

Responding to questions, Councilor McGee indicated when this goes before the Agency he would move to direct the staff to proceed with the engineering and design details for the monument.

Councilor Kelly expressed concern that this motion by default would be indicating that the UNOCAL property

would not be sold.

Councilor McGee felt it was important to move the issue forward and that the Urban Renewal Board would attempt to revisit the issue during their September meeting. He noted support from some of the members of the Chamber of Commerce and the business closest to the property.

The motion passed as follows:

AYES: Christopher, Kelly, McGee, Moir, Smith and Walsh (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Lee (1)

This item would be addressed during the next Agency meeting on September 4th at 6:00 p.m. The Keizer Urban Renewal Board would be invited to attend this meeting.

Police Department Update
Chief Adams reported that National Night Out was a success. He also indicated that there was on opening for a recruitment officer and that a recent recruit, Erica Grissom had graduated from the Police Academy.

Chief Adams shared that he had been chosen as a Board member of the Citizen Ambassador to Public School Program. Also that the Police Department had been awarded a computer system from the National Center for Missing Children that included software to track leads and print out posters.

Public Works Update
Public Works Director, Rob Kissler suggested that the City apply for a Transportation Enhancement Act Grant to replace the Dearborn bridge.

Mr. Kissler indicated that he was working with PGE and Salem Electric to enhance the lighting on Verda south of Dearborn.

City Manager Update
Mr. Eppley indicated he would be meeting with the owner of Taco Bell on September 7th to discuss issues addressed at the previous Council meeting.

PUBLIC HEARINGS

a. Infill Master and

Planning Director, Maria Meier summarized the study and

Redevelopment Plan (continued from August 6, 2001)

the process of the project. Staff recommended that Council accept additional testimony on the Infill Master Plan, close the public hearing and begin deliberations.

Mayor Christopher opened the public hearing.

Public Testimony:

Bob Ohrn, 7950 Timothy Lane NE, Keizer- felt the issues being addressed for infill should apply for all development in the city. He asked that the Council consider what may be appropriate for the city as a whole rather than just infill parcels.

Bill Wolf, 6629 Jacobe Street, Keizer-noted his history in working on the infill plan. Mr. Wolf expressed his support of the submitted plan. He urged the Council to seek incentives, which would encourage people to make their infill development meet connectivity standards.

Mr. Wolf answered questions from the Council and reiterated his support of the infill plan.

Ms. Meier addressed questions regarding the constrained access requirements.

Mayor Christopher thanked Mr. Wolf for his testimony.

Joan Allen, Chehalis Court, Keizer-noted that Crater Street was behind them and indicated that they would not want a house five feet from their fence. She asked how close a home could be built to their fence and spoke in opposition to multiple homes being built on the lot behind her home.

Ms. Meier indicated that this would be a difficult to relate without her reviewing a map, but noted that the standard setbacks for a single story dwelling was 14 feet and 20 feet for a two-story dwelling for the rear yard.

Mayor Christopher thanked Ms. Allen for her testimony.

Joel Stein, Keizer Fire District, 661 Chemawa Road, Keizer- spoke as a member of the staff advisory committee of the Infill Board. He indicated contrary to comments made by a neighborhood association representative that a Fire Department Representative had attended all the meetings and was able to provide input towards the process. He noted the key points that the fire department stressed as part of the plan to include the

ability to locate an address, adequate street widths and turnarounds for emergency vehicles and an adequate water supply.

Responding to questions Fire Marshall Stein indicated that he was in agreement with the general concept of the plan. He noted discussions regarding the constrained access and the self-policing issues that were outlined. He agreed with Council President Moir's comment that public street widths would be more suitable to meet the Fire Department's needs, but he was more than willing to work with the plan with the option to make changes to the plan in the future if needed. Fire Marshall Stein also noted that the plan met state fire codes.

Mayor Christopher commented that she would like to direct staff to come back with proposals for incentives to encourage connectivity and asked about continuing the public hearing.

Council and staff discussed the process. City Attorney, Shannon Johnson noted that since it was a legislative hearing that it would need to be continued to a date certain that could allow staff adequate time to address the request.

Council President Moir also felt it was important to have the financial ramifications of an incentive program outlined prior to its inception.

Councilor McGee expressed his uneasiness with the suggested task for staff.

City Manager Eppley indicated staff could develop a list that would include the pros and cons for the incentive plan.

Planning Director Maria Meier stressed that the recommendation in the plan did include a concept street incentive program for reimbursement. She encouraged the Council not to delay adoption of the plan due to this one issue as it had been addressed.

Mayor Christopher indicated she would like Council to have more time to review the document.

Councilor McGee emphasized the need to approach the process in a logical fashion to adhere that the document was thoroughly reviewed.

Ms. Meier shared her agreement with Councilor McGee's comments, noting either special work sessions or allotted times during Council Meetings for these discussions. She asked that staff have 30-days to prepare an outline for Council's review.

Responding to questions Ms. Meier indicated she felt that it would be more appropriate for Council to address the topic during a special session specific to the Infill Master Plan. Ms. Meier reported that she would need to request another extension for the completion of the Infill Master Plan Document and that Mr. Egner had been placed under contract with the city which would incur additional costs.

Councilor Kelly suggested in an effort to save time during the discussion of this issue that Council liaison reports be removed from the agenda.

It was the consensus of the Council to continue the public hearing until September 17, 2001 and to allot up two hours towards the discussion of this topic.

Ms. Meier noted that the school district public hearing would also take place on September 17th. At the suggestion of the City Manager Ms. Meier agreed to develop a work schedule for items that would be discussed during the September 17th meeting.

Mayor Christopher recessed the meeting at 9:10 p.m. and reconvened the meeting at 9:25 p.m.

b. Legislative Amendment to Redesignate Chalmers Jones Park and Clarify boundaries (continued from July 16, 2001)

Mayor Christopher reopened the public hearing.

City Manager Eppley reported that staff had presented several options to the Parks Advisory Board for the delineation of Chalmers Jones Park. As of the Parks Board's last meeting the Board and staff were unclear as to the direction to proceed, thus the park boundary was not delineated.

Staff recommended that Council continue the public hearing until September 17th, 2001 to allow the Parks Board to review the options during their next meeting on September 11, 2001.

Mayor Christopher indicated that in discussions she had with the Parks Board Chair it was felt that the Board had

made a recommendation for delineation at their last meeting by making the recommended change to the Comprehensive Plan.

Planning Director Maria Meier addressed the Comprehensive Plan noting that the issue of building a Civic Center on this property would be more of a perception issue and under the Development Code a Civic Center could be developed anywhere on the property.

After further discussion City Attorney Shannon Johnson felt it would be important to define the park boundaries for future expenditures of SDC funds.

Mr. Eppley noted that staff had provided the Parks Board with clarifying information pertaining zoning and comprehensive plan designation. He felt the Board needed to make a decision from this information at their next meeting.

Councilor Kelly felt that the Parks Board had failed to act on the charge which they were given and urged the Board to follow through with the duty of which they were assigned.

With no one wishing to testify Mayor Christopher continued the public hearing until September 17, 2001.

ADMINISTRATIVE ACTION

a. ORDINANCE-Zone change Case No. 01-20-River Road/Maine Avenue

Planning Director Maria Meier reported that at the City Council meeting on August 6, 2001, Council directed staff to prepare an ordinance opportunity that requested additional changes, which were attached.

Ms. Meier went on to share that a traffic study was done in May 1993 when discussions of the development of Taco Bell and Pizza Hut took place. She indicated that she reviewed this study with the traffic engineer who felt that it did not have any bearing on the subject property.

Responding to questions City Manager Eppley indicated that the circumstances and population when the study took place were very different and did not correlate to the subject property.

Council President Moir moved to adopt a Bill for an Ordinance in the Matter of the Application of Eric Pittsley

for a Zone Change from Commercial Office (CO) to Commercial Mixed (CM) for Property Located at 4630 River Road North, Keizer Oregon (River Road and Maine Avenue) Zone Change Case 01-20. Councilor Kelly seconded the motion.

Councilor Walsh abstained from the vote inasmuch as he was not in attendance during the public hearing.

The motion passed as follows:

AYES: Christopher, Kelly, McGee, Moir, Smith (5)
NAYS: None (0)
ABSTENTIONS: Walsh (1)
ABSENT: Lee (1)

b. ORDINANCE- Establishing Keizer Park Regulations (Repealing Ordinance Nos. 93-266 and 2001-455) (Second Reading)

City Attorney, Shannon Johnson reported that the requested changes were added to the Ordinance. He offered to answer questions from the Council.

Councilor Kelly moved an Ordinance Establishing Park Regulations; Repealing Ordinance Nos. 93-266 and 2001-455 with an amendment to Page One Line ten that the Park hours are set from 6:00 a.m. to 9:00 p.m. Councilor McGee seconded the motion.

Mayor Christopher suggested a friendly amendment that the park times be from 6:00 a.m. to 6:00 p.m. Standard Time and 6:00 a.m. to 9:00 p.m. during Daylight Savings Time. Councilor Kelly accepted the friendly amendment.

Council President Moir proposed a friendly amendment to Page One, line 21 to read that dogs must be on a leash and in control of their owners at all times. All other pets must be controlled by their owners at all times.

Councilor Kelly did not accept the friendly amendment.

Council President Moir moved a motion that dogs must be on a leash and in control by their owners at all times, all other pets must be in control of their owners at all times. Councilor Smith seconded the motion.

Council President Moir noted due to enforcement issues, which were addressed she felt it was important for this portion of the ordinance to be included.

Chief Adams indicated it would be difficult to prove whether a dog was under control or not if the animal was

not on a leash.

City Attorney Johnson felt this was a policy question for the Council to address.

Councilor Kelly spoke against the amendment stating that he felt the amendment gives citizens a false sense of security.

Councilor Walsh suggested that the ordinance be passed as it was written and to supply information to the public that a leash law was going to be discussed at future meetings.

Councilor McGee agreed with Councilor Walsh's suggestion, but felt a leash law should envelop the entire city and not just the parks.

Council President Moir clarified that the Parks Board's request was for the original writing of the ordinance to be passed as it was written and that the leash aspect for dogs was in the original ordinance.

Council debated this issue and a vote was called for on the motion with the amendment.

The amendment passed as follows:

AYES: Christopher, McGee, Moir, Smith and Walsh (5)
NAYS: Kelly (1)
ABSTENTIONS: None (0)
ABSENT: Lee (1)

The Council addressed the motion with the friendly amendment and the vote was as follows:

The motion with the friendly amendment passed as follows:

AYES: Christopher, Kelly, McGee, Moir, Smith and Walsh (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Lee (1)

c. RESOLUTION- Establishing Volunteer Coordinating Committee

City Manager Eppley reported that on Monday, July 9, 2001 the Council met to discuss the Committee Appointment Process. Changes to the process were suggested and the Council reviewed a draft of the

Ordinance on July 16, 2001. Issues were raised by staff of which language was added.

Staff recommended that the Council review the changes and make a motion to adopt the Resolution.

Council President Moir moved a Resolution Establishing a Volunteer Coordinating Committee (Repealing Resolution 95-617). Councilor McGee seconded the motion.

The motion passed as follows:

AYES: Christopher, Kelly, McGee, Moir, Smith and Walsh (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Lee (1)

d. RESOLUTION- Authorizing City Manager to Purchase Property on Bair Road (Reitz)

Public Works Director Rob Kissler reported on February 2, 1998 that Council authorized the City Manager to acquire land from the Bair family located on Bair Road. Mr. Kissler indicated that the two most westerly properties had an opening to allow placement of the Water Tank without disrupting significant trees that could be used to screen the facility. He noted that a typical size pump station was 20' X 40' and that an additional building 30' X 50' might be necessary to provide water filtering, depending upon the water quality which could require the disruption of trees in the area.

Mr. Kissler reported that the property located at 1065 Bair Road was adjacent to city owned property and was of an adequate size to accommodate the well and filtering building which in turn would save significant trees and allow a larger green space in Bair Park.

Mr. Kissler indicated that funds for the purchase of the property would be available after December 1, 2001 in the Water Facility Fund CIP Well Improvement Line Item.

Public Works Staff recommended adoption of the resolution and Mr. Kissler requested consensus from the Council to name the Pump Station after Mr. Reitz who had owned the property since 1954.

Council President Moir moved a Resolution Ratifying and Authorizing the City Manager to Enter into an Agreement to Purchase property Located at 1065 Bair Road Northeast, Keizer, and Marion County, Oregon (Edward

Reitz and Patricia J. Reitz). Councilor Smith seconded the motion.

Responding to concerns Mr. Kissler noted that the only thing that would be relocated would be the municipal well.

Councilor McGee complimented Mr. Kissler for his work on this project.

Mr. Kissler and Mr. Eppley addressed additional questions from the Council and the following vote on the motion was as follows.

The motion passed as follows:

AYES: Christopher, Kelly, McGee, Moir, Smith and Walsh (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Lee (1)

CONSENT CALENDAR

a. Approval of July 23, 2001 Work Session Minutes
b. Approval of August 6, 2001 Regular Session Minutes
c. Approval of August 8, 2001 Special Session Minutes
d. Approval of August 13, 2001 Work Session Minutes

Council President Moir pulled item "b" from the Consent Calendar.

Council President Moir moved for approval of items "a", "c" and "d" of the Consent Calendar. Councilor Smith seconded the motion.

Item "a" Approval of the July 23, 2001 Work Session Minutes

The motion passed as follows:

AYES: Christopher, Kelly, McGee, Smith and Walsh (5)
NAYS: None (0)
ABSTENTIONS: Moir (1)
ABSENT: Lee (1)

Item "c" Approval of August 8, 2001 Special Session Minutes

NAYS: None (0)
ABSTENTIONS: Walsh (1)
ABSENT: Lee (1)

Item "d" Approval of August 13, 2001 Work Session Minutes.

The motion passed as follows:

AYES: Christopher, Kelly, McGee, Moir and Smith (5)
NAYS: None (0)
ABSTENTIONS: Walsh (1)
ABSENT: Lee (1)

WRITTEN COMMUNICATIONS

City Manager Eppley noted an invitation by Salem Futures to attend a seminar pertaining to planning successful communities. He urged the Council to attend.

Mr. Eppley noted information received from the Clearlake Neighborhood regarding the placement of the new school. He indicated that staff did respond to the letter.

Mayor Christopher requested clarification as to the retroactive date of Mr. Eppley's salary. She indicated that the intention was that the retroactive date be June 1, 2001 with the COLA increase effective July 1, 2001. The council confirmed this action.

Councilor Smith noted that the Bikeways Committee had received over $900 in donations for the purchase of bike helmets.

AGENDA INPUT

September 4, 2001 (Tuesday)
7:00 p.m. City Council Regular Session

- Amendments to Committee Appointment Process and Operating Guidelines
- Awarding of Bid for Alder Drive Improvements

September 10, 2001
5:30 p.m. City Council Work Session

- Infill Master Plan

September 17, 2001
7:00 p.m. City Council Regular Session

- Infill Public Hearing
- Chalmers Jones Public Hearing

Mayor Christopher noted the agenda items.

ADJOURNMENT Mayor Christopher adjourned the meeting at 10:28 p.m.

Cindy Perry
Recording Secretary

APPROVED:
MAYOR:

Lore Christopher

COUNCIL MEMBERS:

Councilor #1 - Judy K. Smith

Councilor #2 - Ray Kelly

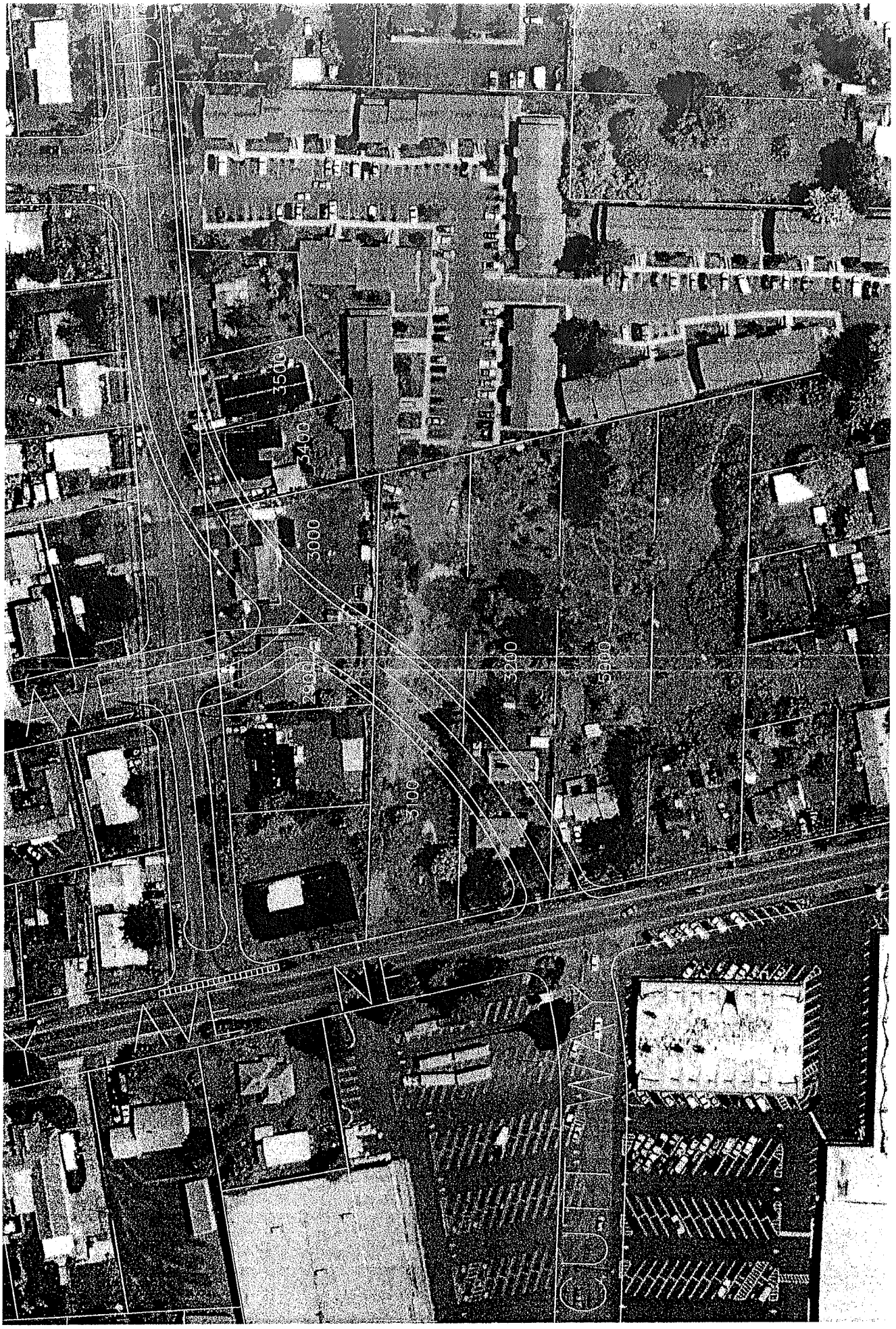
ABSENT
Councilor #3 - Charles E. Lee

Councilor #4 - Jacque Moir

Councilor #5 - Richard Walsh

Councilor #6 - Jerry McGee

Minutes approved:



Assessors Map 073W11BA

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

URBAN RENEWAL AGENCY OF THE CITY OF KEIZER

Tuesday, September 4, 2001
6:00 p.m.
Robert L. Simon 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. Property Located at Southwest Corner of River/Chemawa Road (former Unocal site)

6. CONSENT CALENDAR

   a. Approval of June 18, 2001 Urban Renewal Agency Regular Session Minutes

   b. Approval of August 14, 2001 Urban Renewal Agency Regular Session 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. ADJOURN

Upon request, auxiliary aids and/or special services will be provided to participants with disabilities. To request services, please contact us at (503) 390-3700 at least two working days (48 hours) in advance.

CITY OF KEIZER MISSION STATEMENT

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

AGENDA

URBAN RENEWAL AGENCY OF THE CITY OF KEIZER

Tuesday, September 4, 2001
6:00 p.m.
Robert L. Simon 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. Property Located at Southwest Corner of River/Chemawa Road (former Unocal site)

6. CONSENT CALENDAR

   a. Approval of June 18, 2001 Urban Renewal Agency Regular Session Minutes

   b. Approval of August 14, 2001 Urban Renewal Agency Regular Session 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. ADJOURN

Upon request, auxiliary aids and/or special services will be provided to participants with disabilities. To request services, please contact us at (503) 390-3700 at least two working days (48 hours) in advance.

City of Keizer, Oregon

AGENDA ITEM 5a

URBAN RENEWAL AGENCY BOARD
September 4, 2001

PROPERTY LOCATED AT SOUTHWEST CORNER OF RIVER/CHEMAWA ROAD (FORMER UNOCAL SITE)

URBAN RENEWAL AGENCY MEETING: September 4, 2001

AGENDA ITEM NUMBER:_____

TO: **CHAIR CHRISTOPHER AND AGENCY BOARD MEMBERS**

THROUGH: **CHRIS EPPLEY**
CITY MANAGER

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

SUBJECT: **PROPERTY LOCATED AT SOUTHWEST CORNER OF RIVER/CHEMAWA ROAD (FORMER UNOCAL SITE)**

ISSUE:

On Monday, August 20, 2001 the Keizer City Council adopted the following motion forwarding this matter to the Urban Renewal Agency.

Councilor McGee moved a motion to refer to the Urban Renewal Agency a design concept for a City Focal/Identity Monument to be located at the UNOCAL lot. The design is included in the motion by reference. Council President Moir seconded the motion.

Councilor McGee noted the design concept would include the following:

1. A replication of the gateway monument located at River Road and Broadway.
2. The "new" monument would not have trees in the center of the circle, but rather three lighted flagpoles of proportional height.
3. Across the top of the ramparts would be a "ring nozzle" water feature.
4. The brick used should be similar to that used by Shari's, Walgreens and the School House Square.
5. The slant of the apron of the monument would be the same as the Broadway monument.
6. The flower strips would be proportionate to the size of the monument.
7. A public process would determine the wording on the plaques.
8. The lot would be bordered on both street sides by gentle rolling berms (similar to Shari's)
9. There would be appropriate trees separating the lot from the neighbor to the west.
10. The remainder of the lot would be lawn.

City of Keizer, Oregon

AGENDA ITEM 6a

URBAN RENEWAL AGENCY BOARD
September 4, 2001

APPROVAL OF JUNE 18, 2001 REGULAR SESSION MINUTES

MINUTES

KEIZER URBAN RENEWAL AGENCY
Monday, June 18, 2001
Keizer City Hall
Robert L. Simon Council Chambers
Keizer, Oregon

CALL TO ORDER

Chair Christopher called the regular meeting to order at 6:50 p.m. Roll Call was taken as follows:

Present:
Lore Christopher, Chair
Ray Kelly
Charles E. Lee
Jerry McGee
Jacque Moir
Judy Smith
Richard Walsh

Staff:
Chris Eppley, City Manager
Rob Kissler, Public Works Director
Susan Gahlsdorf, Finance Director
Dianne Hunt, Human Resources Director
Shannon Johnson, City Attorney
Tracy Davis, City Recorder

PUBLIC TESTIMONY

No public testimony was brought before the Agency.

PUBLIC HEARING

No Public Hearing were heard before the Agency.

ADMINISTRATIVE ACTION

a. RESOLUTION- Adoption of 2001-2002 Urban Renewal Agency Budget, Making Appropriations, Imposing and Categorizing Taxes

Susan Gahlsdorf, Finance Director reported that the approved Urban Renewal Budget was being brought before the Agency for adoption.

Staff recommended that the Agency approve the Resolution and adopt the budget with amendments, if any.

Jacque Moir moved to Adopt the Resolution Adopting the FY'02 Budget, making Appropriations and Imposing and Categorizing Taxes. Jerry McGee seconded the Motion.

The motion passed unanimously as follows:

AYES: Christopher, Kelly, Lee, McGee, Moir, Smith and Walsh (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

City Manager Eppley shared that the Urban Renewal Agency would be reviewing the 21st Century Plan for adoption to allow the Agency to have a long- range plan to work with.

b. RESOLUTION - Authorizing City Manager to Purchase Property at 4960 Bailey Road, Keizer Oregon

City Manager Eppley reported that he had been in contact with Mrs. Trichak and had reached a preliminary verbal agreement with her regarding the purchase of the property at 4960 Bailey Road at a settlement of $97,500.

Jacque Moir moved to Adopt the Resolution Authorizing the City Manager to Enter Into Agreement to purchase Property at 4960 Bailey Road North, Keizer, Oregon (Eva M. Trichak). Judy Smith seconded the Motion.

Responding to questions Mr. Eppley shared that the informal policy of Council was to eventually accumulate the property surrounding City Hall for the possible development of a new City Hall/Complex in the future. He noted options, which the City could utilize with this property prior to new development taking place.

The motion passed unanimously as follows:

AYES: Christopher, Kelly, Lee, McGee, Moir, Smith and Walsh (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

CONSENT CALENDAR

a. RESOLUTION Authorization of Payment of Debt Service
b. Approval of June 4, 2001 Urban Renewal Agency Regular Session Minutes

Jacque Moir Moved to Approve the Consent Calendar. Jerry McGee seconded the Motion.

The motion passed unanimously as follows:

AYES: Christopher, Kelly, Lee, McGee, Moir, Smith and Walsh (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

OTHER BUSINESS No other business was brought before the Agency.

ADJOURNMENT The meeting was adjourned at 7:02 p.m.

_____
Cindy Perry
Recording Secretary

APPROVED:
CHAIR:

_____
Lore Christopher

AGENCY MEMBERS:

_____
Judy K. Smith

_____
Jacque Moir

_____
Ray Kelly

_____
Charles E. Lee

_____
Richard Walsh

_____
Jerry McGee

Minutes approved:

_____

City of Keizer, Oregon

AGENDA ITEM 6b

URBAN RENEWAL AGENCY BOARD
September 4, 2001

APPROVAL OF AUGUST 14, 2001 REGULAR SESSION MINUTES

MINUTES
URBAN RENEWAL AGENCY
AND
URBAN RENEWAL BOARD
Tuesday, August 14, 2001
Keizer City Hall
Robert L. Simon Council Chambers
Keizer, Oregon

CALL TO ORDER

Keizer Urban Renewal Board Chair Tom Wood called the meeting to order at 5:30 p.m.

Present:
Lore Christopher, Chair Urban Renewal Agency
Jerry McGee, Agency Member
Jacque Moir, Agency Member
Judy K. Smith, Agency Member

Tom Wood, Chair Urban Renewal Board
Bob Plata, Urban Renewal Board
Greg Rands, Urban Renewal Board
Rick Roemer, Urban Renewal Board

Staff:
Rob Kissler, Public Works Director
Maria Meier, Planning Director
Tracy L. Davis, City Recorder

Due to the lack of a quorum an informal meeting took place.

DISCUSSION

a. Property Located at Southwest Corner of River Road /Chemawa Avenue

Public Testimony
Bob Newton spoke regarding the UNOCAL property. He suggested that a public plaza be developed on the site with aspects reflecting the youth, volunteerism and the Veterans within the city. He appealed to the Board and Agency for three months to be able to bring back some ideas to present regarding the development of this area.

Responding to questions Mr. Newton indicated he would like to be part of a committee to gather public input regarding this property. Jerry McGee also expressed in interested in being on this committee.

Chair Wood felt it was important to gain input from area neighborhoods and the business community.

Rick Roemer arrived and took a seat at the table.

The group discussed various funding options, opinions for use or sale of the property.

Jacque Moir reminded the group of discussions of road improvements to that area including bike lanes. She urged the group to keep this in mind as discussions took place.

Lore Christopher felt a middle ground could be reached by having a drive-by feature on the property. She indicated from her understanding of the discussion that KURB was interested in keeping the land and soliciting drawings to determine the use for the property.

Judy Smith noted she would also like to be part of the committee.

The group discussed what procedure should be taken and Tom Wood noted the Agency minutes from May 7, 2001 with a motion referring the UNOCAL site recommendation back to the Board for review and recommendation to Council.

After further discussion Rob Kissler recommended that he felt the Urban Renewal Board needed to make a recommendation to either keep or sell the property. If the recommendation was to keep the property a stakeholders' list could be developed to assist with partnership and growth of the area.

Planning Director, Maria Meier indicated the first step would be for the Urban Renewal Board to make a recommendation to the Agency, whereupon if a decision were made to keep the property the Council would make the determination regarding a Task Force to initiate the process.

Tom Wood noted this matter would be discussed at the September meeting of the Board.

OTHER BUSINESS None

ADJOURNMENT The meeting was adjourned at 6:20 p.m.

Cindy Perry
Recording Secretary

APPROVED:

Agency Chair- Lore Christopher

AGENCY MEMBERS:

Judy K. Smith

Jacque Moir

ABSENT
Ray Kelly

ABSENT
Richard Walsh

ABSENT
Charles E. Lee

Jerry McGee

URBAN RENEWAL MEMBERS

Tom Wood-KURB Chair

ABSENT
Mike Gaynor

ABSENT
Rick Curry

Rick Roemer

Bob Plata

ABSENT
Greg Frank

Greg Rands

ABSENT
Stan Compton

ABSENT
Jim Taylor

Minutes approved: