

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

A G E N D A

KEIZER CITY COUNCIL
SPECIAL SESSION

Monday, August 25, 2003
6:30 p.m.

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

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC TESTIMONY

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

4. ADMINISTRATIVE ACTION

a. RESOLUTION – Certification of Lighting District Accounts

5. OTHER BUSINESS

6. ADJOURNMENT

Upon request, auxiliary aids and/or special services for those with disabilities 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.



PUBLIC MEETING NOTICE

8/22/03
FAXED

KEIZER CITY COUNCIL SPECIAL SESSION

The Keizer City Council will meet in a special session on **Monday, August 25, 2003 beginning at 6:30 p.m.** This meeting will be held in the Robert L. Simon Council Chambers, Keizer City Hall, 930 Chemawa Road NE, Keizer, Oregon. The agenda includes a Resolution Certifying the Assessments for Street Lighting Districts for 02-03 fiscal year.

The location of the meeting is accessible to the disabled. Please contact the City Recorder at (503) 390-3700, extension 108 at least 48 hours prior to the hearing if you will need any special accommodations to attend the meeting.

If you have any questions regarding this meeting, please contact Chris Eppley, City Manager at (503) 390-3700, extension 102.

DATED this 22nd day of August, 2003.

Tracy L. Davis, CMC
City Recorder

Notice for Informational Purposes Only

CITY COUNCIL MEETING: August 25, 2003

AGENDA ITEM NUMBER:

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

**FROM: SUSAN GAHLS DORF, CPA
FINANCE DIRECTOR**



**SUBJECT: RESOLUTION - CERTIFICATION OF STREET LIGHTING DISTRICT
ASSESSMENTS – MOTION TO RECONSIDER**

BACKGROUND:

During the City Council meeting on Monday, August 18, 2003, the Council passed a Resolution certifying the Street Lighting District assessments for the November 2003 tax roles. The direction from the Council was to reduce the Cash Flow requirement to 1/3 of the amount recommended by staff. The purpose of the reduction was to build the ending fund balance over a period of three years rather than assess the full amount in one year.

ISSUE and FISCAL IMPACT:

During the recalculation process staff discovered that some corrections needed to be made to certain Street Lighting District assessments.

1. Three of the newest Lighting Districts were assessed one-time engineering costs. The engineering costs were included in the Cash Flow requirement and should not have been. This reduced the total assessment by approximately \$1,200.00 and affected Rickman Crossing, Cedar Tree, and Windsor Woods Subdivision.
2. Electricity costs for three of the Lighting Districts are allocated based on front footage. These include Shady Lane, Greenwood, and Hicks Jones. The administrative costs for these districts were allocated incorrectly. These corrections reduced the overall assessment by approximately \$100.00.
3. The reduction in the Cash Flow requirement decreased the overall assessment by approximately \$114,000.

Because of these corrections, the resolution that passed Monday August 18, 2003 was not signed by the Mayor.

RECOMMENDATION

Staff recommends Council pass a motion to reconsider the resolution passed Monday, August 18, 2003 and pass the attached resolution as corrected.

1 CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

2 Resolution R2003-_____

3 CERTIFICATION OF LIGHTING DISTRICT ACCOUNTS

4
5 BE IT RESOLVED by the City Council of the City of Keizer that Keizer has
6 determined and computed the amount of money necessary to be raised by
7 assessment to cover funds spent to operate and maintain certain street lighting
8 facilities within Keizer, including administrative costs and one-third of the
9 estimated cash flow requirements for a total of \$468,561.72; and

10 BE IT FURTHER RESOLVED that Keizer certifies Exhibit "A" attached hereto,
11 is a true and correct list of the properties within the various lighting assessment
12 district in Keizer giving the proper assessment and apportionment of costs and
13 expenses to be assessed against the respective properties for operation and
14 maintenance of street lighting facilities for the year; and

15 BE IT FURTHER RESOLVED that Exhibit "A" attached hereto, is certified to
16 the County Assessor to be added to the appropriate tax accounts for the respective
17 properties indicated.

18 PASSED this _____ day of _____, 2003.

19 SIGNED this _____ day of _____, 2003.

20
21 Mayor _____

22
23 City Recorder _____
24
25

"EXHIBIT A"
CERTIFICATION OF
LIGHTING DISTRICTS ACCOUNTS

LIGHTING DISTRICTS 2002/03

DISTRICT NAME	FRONT FOOTAGE OR # OF LOTS	TOTAL PER DISTRICT	PER LOT or FRONT FOOTAGE		
			Service and		Total
			Administrative Costs	Cash Flow Requirement	
MARDELL	204	\$ 8,627.16	\$ 37.13	\$ 5.16	\$ 42.29
WILARK PARK ST LTG	190	17,261.50	79.77	11.08	90.85
MAI LIN	290	13,105.10	39.68	5.51	45.19
APPLEBLOSSOM	88	3,815.68	38.07	5.29	43.36
RIVERCREST	326	14,774.32	39.79	5.53	45.32
IVY WAY	119	4,760.00	35.12	4.88	40.00
ARNOLD WAY	40	1,089.20	23.91	3.32	27.23
NORTHVIEW	86	4,902.00	50.05	6.95	57.00
MCNARY HGHTS	88	6,722.32	67.07	9.32	76.39
CEDAR PARK ST LGHT	19	1,489.41	68.83	9.56	78.39
MENLO	27	1,386.45	45.09	6.26	51.35
SHADY LANE FRONT FOOTAGE PHASE	5,345	2,155.80	0.3541	0.0492	0.4033
SHADY LANE PER LOT PHASE	40	1,253.46	27.52	3.82	31.34
NORTHWOOD PARK #1	49	4,314.45	77.31	10.74	88.05
GREENWOOD FRONT FOOTAGE	3,785	1,819.14	0.4219	0.0586	0.4805
WILARK PARK #6	18	1,020.24	49.77	6.91	56.68
WILARK PARK ANN #7	16	1,003.36	55.06	7.65	62.71
NORTHWOOD PARK #2	43	3,271.01	66.79	9.28	76.07
MAI-LIN DISTRICT #2	22	973.50	38.85	5.40	44.25
MCLEOD PARK	36	2,040.84	49.78	6.91	56.69
LANCER PARK	36	2,329.92	56.83	7.89	64.72
HILLGOSS	14	711.06	44.60	6.19	50.79
CARLHAVEN ADDITION	28	893.20	28.01	3.89	31.90
WINDSOR ESTATES	23	1,648.18	62.92	8.74	71.66
WHITAKER PARK	78	5,449.08	61.34	8.52	69.86
ANDREW PARK	15	1,082.10	63.34	8.80	72.14
GLYNBROOK	41	2,706.00	57.95	8.05	66.00
LAWNDALE SUB	34	2,682.60	69.28	9.62	78.90
NORTHWOOD PARK #4	98	9,251.20	82.89	11.51	94.40
PALMA CIEA #5	22	1,044.34	41.68	5.79	47.47
WILARK PARK ANN #5	18	1,309.86	63.90	8.87	72.77
HICKS JONES FRONT FOOTAGE	18,006	8,970.65	0.4374	0.0608	0.4982
CARLHAVEN ADD #2	28	1,024.24	32.12	4.46	36.58
WILL MANOR 4	23	1,481.66	56.56	7.86	64.42
WHEATLAND LN	7	543.97	68.23	9.48	77.71
NORTHTREE ESTATES	100	8,828.00	77.51	10.77	88.28
CHEMAWA PARK	18	1,848.06	90.15	12.52	102.67
MCLEOD PARK #2	27	1,964.52	63.89	8.87	72.76
CHEMAWA EST #1	30	2,279.40	66.71	9.27	75.98
SIX SUBDIVISION	23	850.77	32.48	4.51	36.99
MCLEOD ESTATES	74	4,965.40	58.92	8.18	67.10

DISTRICT NAME	FRONT FOOTAGE OR # OF LOTS	TOTAL PER DISTRICT	PER LOT or FRONT FOOTAGE		
			Service and Administrative	Cash Flow	Total
			Costs	Requirement	
CHEHALIS SUB	16	673.92	36.98	5.14	42.12
DENNIS LANE N+B7D	43	2,159.03	44.09	6.12	50.21
CRESTWOOD VILLAGE	12	680.64	49.80	6.92	56.72
CHEMAWA EST #2	34	2,602.02	67.20	9.33	76.53
CHARLOTTE	45	1,882.35	36.73	5.10	41.83
PALMA CIEA	447	20,548.59	40.36	5.61	45.97
RIVERVIEW N	29	1,233.37	37.34	5.19	42.53
MEADOWBROOK	9	503.55	49.13	6.82	55.95
JUNIPER	20	959.60	42.13	5.85	47.98
TERRACE GLEN	16	1,104.64	60.62	8.42	69.04
WEDGEWOOD ESTATE	32	1,312.96	36.03	5.00	41.03
JULIE ESTATES	20	1,905.20	83.64	11.62	95.26
KEPHART	40	2,286.40	50.19	6.97	57.16
JOHNISEE ADDN	13	517.40	34.95	4.85	39.80
WALENWOOD SUB	9	280.17	27.33	3.80	31.13
WARNER PARK	10	288.70	25.35	3.52	28.87
SPRINGTIME PK SUB	15	994.95	58.24	8.09	66.33
STONEHEDGE ESTATE	100	7,500.00	65.85	9.15	75.00
RIVERVIEW N #2	28	1,241.80	38.94	5.41	44.35
TIMBERVIEW SUB	142	8,433.38	52.15	7.24	59.39
VISTAVIEW ESTATE #2	60	2,950.80	43.18	6.00	49.18
NORTHRIDGE PARK	32	1,334.08	36.61	5.08	41.69
JUNIPER #2 SUBDIV	21	1,395.24	58.34	8.10	66.44
KEIZER HEIGHTS+B112	64	4,304.00	59.05	8.20	67.25
CLARK ST NE	29	901.61	27.30	3.79	31.09
FRIENDSHIP ADDITION	12	508.92	37.24	5.17	42.41
TEN AT MCNARY	15	1,205.70	70.58	9.80	80.38
BUCHOLZ ADDITION	21	732.90	30.64	4.26	34.90
PARKLAWN ADDITION	6	361.98	52.97	7.36	60.33
GLYNBROOK II N	43	3,350.56	68.42	9.50	77.92
FOUR WINDS ADDN N	123	5,980.26	42.69	5.93	48.62
FERNBROOK	39	1,708.98	38.48	5.34	43.82
EDEN ESTATES	42	3,112.62	65.07	9.04	74.11
COUNTRY CLUB EST	28	1,661.80	52.11	7.24	59.35
LAWNDALE I SUB PH-2	39	2,772.12	62.41	8.67	71.08
STONEHEDGE EST II	89	5,381.83	53.10	7.37	60.47
GARY ST	37	1,245.05	29.55	4.10	33.65
ARNOLD ST #2	23	945.07	36.08	5.01	41.09
FOUR WINDS III	20	568.80	24.97	3.47	28.44
GREENWAY	19	867.35	40.08	5.57	45.65
NOON AVE	32	1,330.56	36.51	5.07	41.58
STONEHEDGE EST III	32	2,007.04	55.07	7.65	62.72
STONEHEDGE EST 4&5	32	2,277.44	62.49	8.68	71.17
WILLOW LAKE EST	44	2,976.60	59.40	8.25	67.65
THE MEADOWS PH-1	56	5,015.36	78.64	10.92	89.56
FOURWINDS II	16	665.28	36.51	5.07	41.58
WHITAKER HGTS	34	1,881.22	48.58	6.75	55.33

DISTRICT NAME	FRONT FOOTAGE OR # OF LOTS	TOTAL PER DISTRICT	PER LOT or FRONT FOOTAGE		
			Service and Administrative Costs	Cash Flow Requirement	Total
THE MEADOWS PH-3	35	3,134.60	78.64	10.92	89.56
THE MEADOWS PH-2	37	3,313.72	78.64	10.92	89.56
THE MEADOWS PH-4	39	3,492.84	78.64	10.92	89.56
ORCHARD CREST	53	3,089.37	51.18	7.11	58.29
STONEHEDGE EST #6	31	2,287.49	64.79	9.00	73.79
SPRINGMEADOW EST	1	5,013.01	4,401.67	611.34	5,013.01
WILLOW LAKE 2&3	96	6,020.16	55.06	7.65	62.71
CHERRYLAWN CT NE	8	527.28	57.87	8.04	65.91
ORCHARD CREST PH-3	35	2,344.65	58.82	8.17	66.99
MAX CT	10	794.50	69.76	9.69	79.45
THE MEADOWS PH-5	42	3,761.52	78.64	10.92	89.56
ORCHARD CREST PH-2	53	2,952.10	48.91	6.79	55.70
RIVERCREST PH-1&2	44	2,314.84	46.19	6.42	52.61
THE MEADOWS PH-6	31	2,776.36	78.64	10.92	89.56
THE MEADOWS PH-7	32	2,865.92	78.64	10.92	89.56
TIMBERVIEW PH-3	28	2,551.36	80.01	11.11	91.12
APPLETREE PH-1,2,3	46	4,439.00	84.73	11.77	96.50
BRIARWOOD	1	3,551.84	3,118.69	433.15	3,551.84
HIDDEN CRK EST PH-1	37	4,940.61	117.25	16.28	133.53
CATERWOOD ESTATES	51	3,616.41	62.26	8.65	70.91
PARKMEADOW APTS	1	1,454.73	1,277.32	177.41	1,454.73
NORTHURP/NORTHSHIRE	12	828.48	60.62	8.42	69.04
COUNTRY GLEN EST B138	187	14,318.59	67.23	9.34	76.57
FIRCON	29	2,364.37	71.59	9.94	81.53
HIDDEN CRK EST PH-2	16	1,293.12	70.96	9.86	80.82
CLEARLAKE SUBDIV	49	4,175.29	74.82	10.39	85.21
SPRINGRIDGE EST	32	2,767.36	75.93	10.55	86.48
THE RIDGE	22	1,921.92	76.71	10.65	87.36
NORTHSIDE ESTATES	43	3,322.18	67.84	9.42	77.26
HOMESTEAD/CLEARVIEW	10	437.80	38.44	5.34	43.78
HONEYSUCKLE	25	1,632.50	57.34	7.96	65.30
LARSON PARK SUBDIV	12	680.64	49.80	6.92	56.72
BAILEY ESTATES	10	663.60	58.27	8.09	66.36
STICKLES ADDITION	9	365.94	35.70	4.96	40.66
CEDAR BLUFF SUBDIV	27	2,542.59	82.69	11.48	94.17
ABT KOUFAX LN	22	2,211.22	88.25	12.26	100.51
HIDDEN CREEK PH-3	33	1,147.74	30.54	4.24	34.78
HOLLY LN/ALDER DR NE	9	429.30	41.88	5.82	47.70
3RD AVE N	57	2,248.65	34.64	4.81	39.45
HIDDEN CREEK PH-4	15	1,573.50	92.11	12.79	104.90
JACOB ESTATES SUB	10	1,242.10	109.06	15.15	124.21
PRAIRIE EST	93	10,969.35	103.57	14.38	117.95
TECUMSEH ESTATES	21	1,624.35	67.92	9.43	77.35
TEPPER E SUB	28	2,376.64	74.53	10.35	84.88
WESTMORE	24	1,439.04	52.65	7.31	59.96
PINEHURST ESTATES	57	4,951.59	76.28	10.59	86.87
LEEWOOD MEADOWS	54	3,620.70	58.87	8.18	67.05

DISTRICT NAME	FRONT FOOTAGE OR # OF LOTS	TOTAL PER DISTRICT	PER LOT or FRONT FOOTAGE		
			Service and Administrative Costs	Cash Flow Requirement	Total
BROWER PLACE	31	2,827.51	80.09	11.12	91.21
HIGHLANDS ESTATES	60	4,855.20	71.05	9.87	80.92
JACOBE ESTATES PH2	18	1,598.94	78.00	10.83	88.83
BAHNSEN WOODS EST	60	5,028.00	73.58	10.22	83.80
FOREST RIDGE EST	55	4,226.20	67.47	9.37	76.84
WHEATLAND TERRACE	15	1,054.95	61.75	8.58	70.33
WATERFORD	49	4,174.80	74.81	10.39	85.20
ROCKLEDGE ADDITION	16	1,003.36	55.06	7.65	62.71
WITTENBERG	1	2,474.70	2,172.91	301.79	2,474.70
JORDON RUN	11	799.26	63.80	8.86	72.66
PRAIRIE CLOVER	4	706.76	155.14	21.55	176.69
VINEYARDS	90	6,526.80	63.68	8.84	72.52
HIGHLANDS NORTH	16	584.64	32.08	4.46	36.54
CHEMAWA GLEN	38	2,789.20	64.45	8.95	73.40
SPARROW ADDITION	8	740.72	81.30	11.29	92.59
VINEYARDS NO. PHASE 2	51	3,737.79	64.35	8.94	73.29
HIDDEN CREEK PHASE 5	10	995.30	87.39	12.14	99.53
BARNICK ESTATES	12	1,545.84	113.11	15.71	128.82
MCLEOD ACRES	10	728.70	63.81	8.86	72.67
BEIER ESTATES	18	1,745.28	85.14	11.82	96.96
WESTMORE EAST SUBDIV N.	18	505.80	24.67	3.43	28.10
SHADY ADDITION N.-RING ST. N.E.	18	858.78	41.89	5.82	47.71
CLEARLAKE HEIGHTS	12	101.76	7.45	1.03	8.48
PINE MEADOWS ESTATE	14	801.36	50.26	6.98	57.24
AT MURPHY SUBDIVISION-PHASE 1 & 2	24	1,568.88	57.40	7.97	65.37
FULTZ ESTATES	17	1,942.76	100.34	13.94	114.28
RICKMAN CROSSING	10	1,535.95	150.62	2.98	153.60
CEDAR TREE	11	1,040.45	87.79	6.80	94.59
WINDSOR WOODS SUBDV	44	3,472.16	72.32	6.59	78.91
TOTAL ASSESSMENT		\$ 468,561.72			

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

A G E N D A

KEIZER CITY COUNCIL/URBAN RENEWAL AGENCY

EXECUTIVE SESSION

Monday, August 25, 2003

5:30 p.m.

Keizer City Hall

Keizer, Oregon 97303

1. CALL TO ORDER

2. ROLL CALL

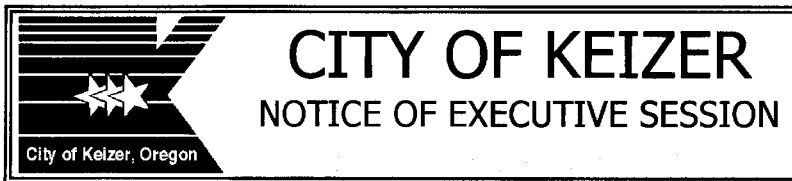
3. DISCUSSION

- a. Pursuant to ORS 192.660(1)(e) (To conduct deliberations with persons designated by the governing body to negotiate real property transactions)
- b. Pursuant to ORS 192.660(1)(f) (To consider records that are exempt by law from public inspection)

4. ADJOURN

Upon request, auxiliary aids and/or special services for those with disabilities 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.

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



NOTICE is hereby given that the City Council/Urban Renewal Agency of the City of Keizer will meet in executive session on **Monday, August 25, 2003 beginning at 5:30 p.m.**

The Executive Session is being held pursuant to ORS 192.660(1)(e) – To conduct deliberations with persons designated by the governing body to negotiate real property transactions and ORS 192.660(1)(f) – To consider records that are exempt by law from public inspection.

The Executive Session will be held at Keizer City Hall, 930 Chemawa Road NE, Keizer, Oregon.

Questions regarding this session may be directed to Chris Eppley, City Manager at 390-3700, extension 102.

Dated this 22nd, day of August 2003.

Tracy L. Davis, CMC
City Recorder

Notice for Information Purposes Only.

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