MINUTES
KEIZER CITY COUNCIL
Monday, August 20, 2007
Keizer City Hall
Robert L. Simon Council Chambers
Keizer, Oregon

CALL TO ORDER

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

Present:
Mayor Lore Christopher
Richard Walsh, Council President
Jim Taylor, Councilor
Jacque Moir, Councilor
Cathy Clark, Councilor
David McKane, Councilor

Absent:
Troy Nichols, Councilor

Staff:
Chris Eppley, City Manager
Shannon Johnson, City Attorney
Nate Brown, Community Development
Rob Kissler, Public Works
Marc Adams, Chief of Police
Tracy Davis, City Recorder

FLAG SALUTE

Mayor Christopher led the pledge of allegiance.

PUBLIC TESTIMONY

Jeanne Bond-Esser, representing the Parks Advisory Board, reported on the Showdown in K-Town thanking the sponsoring businesses and contributing entities individually: Santiam Bicycle of Salem, Fall Line of Silverton, Exit Real World, Officers Mindy Tucker, Trevor Wenning and Dave Carpenter of KPD, Keizer Professional Firefighters and Cadets, Valley Recycling and Disposal and Coca-Cola Bottling of Wilsonville. Mayor Christopher encouraged viewers to check Channel 23 for photos of the event. Ms. Bond-Esser reported that the Master Plan review is nearing completion, Keizer Rapids Park Work Group has been formed to address specific projects, clearing of Bair Park has been addressed, Meadows tree and stump removal is complete and irrigation should be restored soon, Labish Ditch improvements which will provide a complete pedestrian connection between Country Glen Park and Hidden Creek Park are nearing completion and the Board is working on reorganization to include the new members, reassignment of parks and division of secondary assignments. Ms. Bond-Esser also noted that she would be attending training to refine her grant writing skills in order to bring some money into the park system. Councilor Walsh noted that in many cities this is a paid position and he thanked Ms. Bond-Esser for volunteering.

Jim Igou, Keizer, commended staff for recent improvements at Meadows Park and suggested improvements for several other parks in the city including adjustments to hard surface courts, fencing and barriers and installation of swings.

Mayor Christopher invited everyone to attend the Volcanoes game on August 31 and participate in the world's largest kazoo band in an effort to get in the Guinness Book of World Records.

PUBLIC HEARING

a. RESOLUTION ~ Certification of Street Lighting Districts

City Manager, Chris Eppley, explained that every year the City fronts the cost for supplying electricity to lighting districts and at the end of the year calculates those costs and provides certification to the County and they collect the costs via the tax rolls. This resolution certifies the costs to those lighting districts. Staff recommends Council approve the resolution as presented.

Mayor Christopher opened the public hearing. With no testimony, Mayor Christopher closed the public hearing.

Councilor Walsh moved to adopt Resolution R2007 Certification of Lighting District Assessments. Councilor Taylor seconded. Motion passed as follows:

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

b. RESOLUTION ~ Certification of Delinquent Sewer Accounts

City Manager, Chris Eppley, explained that at the end of each year delinquent sewer accounts are tallied and the County and residents are notified of the amount. He explained the various fees adding that staff has requested that the administration fee be increased to cover processing costs. Recommendation is to adopt the resolution certifying the delinquent water and sewer accounts.

Mayor Christopher opened the public hearing. With no testimony Mayor Christopher closed the public hearing.

Councilor Walsh moved to adopt Resolution R2007 Certification of Delinquent Sewer Accounts. Councilor Moir seconded. Motion passed as follows:

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

c. RESOLUTION ~ Forming Wheatland Meadows Street

City Manager, Chris Eppley, provided the history of the formation of this Street Lighting Local Improvement District and noted that the Public Hearing was to consider remonstrances to the project and objections to proposed assessments. Staff recommendation is that City Council open a Public Hearing to consider oral objections and written remonstrances to

Lighting District

the formation of Wheatland Meadows Street Lighting Local Improvement District and, if there are no objections, close the public hearing and consider adoption of the resolution forming the district and the proposed assessment ordinance.

Mayor Christopher opened the public hearing. With no testimony Mayor Christopher closed the public hearing.

Councilor Walsh moved to adopt Resolution R2007 Forming Wheatland Meadows Subdivision Street Lighting Local Improvement District. Councilor Taylor seconded. Motion passed as follows:

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

ORDINANCE ~ Spreading Assessments to Wheatland Meadows Street Lighting District

Councilor Walsh moved to adopt Ordinance 2007 Spreading Assessments to Wheatland Meadows Subdivision Street Lighting Local Improvement District. Councilor Taylor seconded. Motion passed as follows:

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

ADMINISTRATIVE ACTION

a. RESOLUTION ~ Authorizing the City Manager to Sign Amendment to the Keizer/Salem Emergency Water Agreement (Construction of Permanent Structure)

City Attorney, Shannon Johnson, reminded Council of the agreement entered into with Salem several years ago and the construction of the temporary structure at a pump station. He noted that the pilot project was successful so this amendment is to make the agreement more permanent and allow improvements to the structure. Mr. Johnson and Mr. Lawyer then fielded questions regarding compensation, term of the agreement, well rights, increasing the capability of the pump station and mixing water from the different systems.

Councilor Walsh moved to adopt Resolution R2007 authorizing the City Manager to Sign Amendment to the Keizer/Salem Emergency Water Agreement (Construction of Permanent Structure). Councilor Taylor seconded. Motion passed as follows:

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

b. RESOLUTION ~ Initiating Legislative Amendment to

City Attorney, Shannon Johnson, reported that RPS Development and Allan Roodhouse have requested that the city initiate a legislative process to allow larger format stores in Area C because currently the code allows a 10,000 sf single building maximum and 120,000 sf has been requested. Community Development Director, Nate Brown, pointed out that this

Keizer Station Plan/Keizer Development Code to Allow Large Scale Format Stores in Area C – Keizer Station Plan

procedure is simply to begin the process with notice to the DLCD and hearings before the Planning Commission and go forth with consideration of the text amendment. Discussion followed regarding the process, the effect on the mixed use zone and traffic, traffic impact studies and grocery operations. Wendi Kellington and Chuck Sides fielded questions from Council regarding grocery/retail elements and Mr. Sides listed the upcoming tenants at Keizer Station. Additional discussion took place regarding the text amendment process and anticipated resultant changes.

Councilor Walsh moved to adopt Resolution R2007 Initiating Legislative Amendments to the Keizer Station Plan to Consider Amending Section 2.107.02(I) and Section 2.107.05(D) and Other Relevant Sections to Allow up to One Building up to 120,000 Square Feet of Gross Leasable Area in Area C – Keizer Station Plan and Possible Associated Amendments. Councilor Taylor seconded. Motion passed as follows:

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

c. **RESOLUTION ~ Approving the Public Works Report for Keizer Station Street Lighting District and Setting Public Hearing**

City Manager Chris Eppley reviewed the process which was undertaken to form this street lighting district noting that the report filed by Public Works meets the guidelines set forth in Keizer Ordinance for development of street lighting districts and explaining that adoption of the report will allow the scheduling of a public hearing to receive any remonstrances to the formation of this street lighting district. City Attorney Shannon Johnson explained that Keizer Station Boulevard was not included in this district because it is considered a collector street.

Councilor Walsh moved to adopt Resolution R2007 Approving the Report; Declaring the City's Intent to Form Keizer Station Village Center Street Lighting Local Improvement District; Providing Notice and Setting Hearing. Councilor Taylor seconded. Motion passed as follows:

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

d. **RESOLUTION ~ Declaring Keizer City Council Position #2 Vacant**

City Attorney Shannon Johnson explained that Councilor Troy Nichols had submitted his resignation at the last Council meeting and reviewed the process for filling the position, noting that those who have expressed interest in the position will be heard at the October 1 Council meeting followed by a Council vote to fill the vacancy with the successful candidate immediately taking position at the Council table. Discussion took place regarding adjusting the dates in order for the new Councilor to attend the League of Oregon Cities Conference.

Members agreed by consensus to adopt the process for Councilor appointment and hold a special session on September 24 at 7 p.m. for

the purpose of hearing the presentations and appointing the Position 2 Councilor.

Councilor Taylor moved to adopt Resolution R2007 Declaring a Vacancy for City Council Position Number Two. Motion passed as follows:

AYES: Christopher, Walsh, McKane, Moir, Clark and Taylor (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Position #2 Vacant (1)

Discussion then took place regarding the interview process, time allotted and questions for the candidates. Shannon Johnson suggested that the process be placed on the next Council agenda for approval.

e. Approving the Change of Ownership – Keizer Mart Liquor License

Taken out of order.

City Manager Chris Eppley reported that an application was submitted for a Change of Ownership for the Liquor License for Keizer Mart at 4940 River Road North, Keizer, Oregon. A public hearing is not required, a background check was done, and Keizer Planning Department finds the location of the establishment to be properly zoned and has no comment on the application. Staff recommends Council approve the application.

Councilor Taylor encouraged Ziad Rezk, owner of Keizer Mart, to participate in the Responsible Vendor program. Mr. Rezk explained that food such as catfish and chicken will be available at the Keizer Mart.

Councilor Walsh moved to forward a recommendation for approval to the Oregon Liquor Control Commission for a Change of Ownership of Keizer Mart. Councilor Taylor seconded. Motion passed as follows:

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

f. RESOLUTION ~ Changing the Name of River's Edge Park to Wallace House Park

City Attorney Shannon Johnsons explained that the park naming process was recently changed through Resolution R2006-1740. Discussion followed regarding outreach to the neighborhood regarding the name change.

Councilor Walsh moved that adopt Resolution R2007 Changing the Name of River's Edge Park to "Wallace House Park". Councilor Taylor seconded. Motion passed as follows:

AYES: Christopher, Walsh, McKane, Moir, Clark and Taylor (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Position #2 Vacant (1)

g. RESOLUTION ~ Authorizing the

City Manager, Chris Eppley, reviewed the process that had been undertaken to conduct a salary survey comparing all City positions to

City Manager to Enter Agreement with Local Government Personnel Institute (LPGI) for City of Keizer Salary Compensation Survey

similar organizations within the recruitment area. He explained that because of discrepancies encountered reanalysis was done a number of times with a draft survey presented to Personnel Rules Committee in July 2007. Because of the amount of lapsed time and the modifications required, Mr. Eppley reported that he had gotten a quote of $12,320 to resurvey 42 positions within the city from Local Government Personnel Institute (LPGI) and recommends that, in order to provide management staff and Council with a high level of confidence that the salary survey results are accurate and valid, Council authorize the signing of the agreement.

Discussion followed at length regarding recruitment and retention of employees, comparables, review of the personnel policy, timing of the salary survey, competitive compensation and impact on morale. Council members discussed reviewing the Personnel Policy at the next work session.

Councilor Walsh moved to adopt Resolution R2007 Authorizing the City Manager to Enter into an Agreement with The Local Government Personnel Institute (LGPI) for City of Keizer Salary Compensation Survey. Councilor Taylor seconded. Motion passed as follows:

AYES: Christopher, Walsh, Moir, Clark and Taylor (6)
NAYS: McKane (1)
ABSTENTIONS: None (0)
ABSENT: Position #2 Vacant (1)

CONSENT CALENDAR

A. Approval of August 6, 2007 Regular Session Minutes

Councilor Walsh corrected the vote on page 5 noting that he voted no and did not abstain.

Councilor Walsh moved for approval of the Consent Calendar as corrected. Councilor Moir seconded. Motion passed as follows:

AYES: Walsh, McKane, Moir, Clark and Taylor (5)
NAYS: None (0)
ABSTENTIONS: Christopher (1)
ABSENT: Position #2 Vacant (1)

COMMITTEE REPORTS

a. Appointments to the Keizer Points of Interest Committee

City Manager, Chris Eppley, reported that there were 3 vacancies on the Keizer Points of Interest Committee. Notice of the vacancies was published and the following citizens were unanimously recommended to fill the vacancies by the Volunteer Coordinating Committee:

- Marvin Pacheco (Position Number 3; term expiring November 3, 2008)
- Ken Whitler (Position Number 4; term expiring November 3, 2009)
- JoAnne Beilke (Keizer Area Visitor Center/Chamber of Commerce)

Councilor Walsh moved to accept the recommendation of the Volunteer Coordinating Committee and appoint Marvin Pacheco to position number 3, term expiring November 3, 2008; Ken Whitler to position number 4,

term expiring November 3, 2009; and JoAnne Beilke to serve as the Keizer Area Visitor Center/Chamber of Commerce representative. Mayor Christopher seconded. Motion passed as follows:

AYES: Christopher, Walsh, McKane, Moir, Clark and Taylor (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Position #2 Vacant (1)

Councilor Clark thanked Officer Carrie Meier for being her host on National Night Out and commended neighborhoods for working together and making the community a better place to live. She added that she had attended the first 2008 Iris Fest meeting and will be serving as city liaison on the committee and that she and Councilor Walsh attended the River Crossing meeting recently and encouraged interested citizens to participate in this effort. She noted that additional information is available at the website: www.salemrivercrossing.org.

Councilor Taylor thanked Officer Lance Inman for being his host for National Night Out and reported that:

- KPIC supported the renaming of River's Edge Park to Wallace House Park
- Bikeways did not meet this month but has submitted a grant request for helmets
- River Road Renaissance will meet Tuesday at 5:30
- Something Special Task Force will meet on August 29 to formulate a final recommendation to Council

Mayor Christopher reported that Volunteer Coordinating Committee had met and recommended the volunteers to fill KPIC vacancies and also tabled filling the third Parks Board vacancy until December. City Attorney Shannon Johnson then explained that the motion was improper because the issue was "tabled" and not "postponed" and "tabling" does not allow for debate.

Councilor Clark moved to suspend the rules so that the Parks Board vacancy could be addressed. Councilor Taylor seconded. Motion passed as follows:

AYES: Christopher, Walsh, Moir, Clark and Taylor (5)
NAYS: McKane (1)
ABSTENTIONS: None (0)
ABSENT: Position #2 Vacant (1)

Councilor Clark moved to appoint David Louden to fill position number 3 on the Parks Board, term ending December 2007. Councilor Taylor seconded.

Discussion followed regarding this action, the applicants, and Council duty to make the appointment and making the Parks Board whole.

Motion passed as follows:

AYES: Christopher, Walsh, Moir, Clark and Taylor (5)
NAYS: McKane (1)
ABSTENTIONS: None (0)
ABSENT: Position #2 Vacant (1)

Councilor Walsh reported that

- There are 12 different River Crossing plans being studied; he requested Council feedback on the preferred plan and explained the process.
- Keizer Rapids Work Group is meeting at City Hall on the third Wednesday of each month. All interested citizens are encouraged to attend.
- Commissioners Breakfast went well.
- Ribbon cutting for the "Fruit Box" in Keizer just took place.
- Darlene Hooley will travel down the Willamette River on September 4 and 5 to unveil the United River Act. She will be traveling from Eugene to Portland. The Bill will be submitted to the Federal Government with funding going to provide grants for improving parks and recreation and the environment. Council agreed by consensus to write a letter supporting this bill. Chris Eppley agreed to write the letter.

Councilor Moir thanked Captain John Teague for being her host during National Night Out. She added that the Technical Advisory Committee for updating the Transportation System Plan would be meeting on the 28th. Nate Brown interjected that a survey was on the web regarding this update and encouraged interested citizens to participate. He added that a copy of the existing TSP is posted on the web as well.

City Manager Chris Eppley directed Council attention to the Peer Court quarterly report adding that the program continues to be a good program and worth supporting. Mayor Christopher read statistics from the report and commended coordinator Cari Emery and the Keizer Police Department for their continued efforts in this program.

Chief Adams reported that two resignations have been received in the department and background checks are currently underway for the replacements. The new dog flunked the training program so he has been replaced by another.

Bill Lawyer, Public Works, reported that the Chemawa Bridge project is about three weeks ahead of schedule, the water tower will be painted on the outside when the weather improves, Tepper underpass will be completed in approximately 3 to 4 weeks. Discussion followed regarding the "pedestrian only" issue with the underpass. Councilor Taylor volunteered to approach the Vice Chair of Bikeways committee to publicly

endorse dismounting bicycles when traveling through the underpass.

OTHER BUSINESS
a. **New Business**
b. **Old Business**

Mayor Christopher
- Presented an oar with "In grateful recognition of the driving force of Keizer Rapids Park" printed on it to Richard Walsh.
- Explained that the Saturday Market has been struggling perhaps due to construction on Chemawa so it is moving to the grass area behind City Hall. She encouraged non-profit groups to get involved.
- Reported that Keizer 23 now has "cool jazz" playing all day.
- Thanked citizens for their ongoing contributions of bollard pictures.

WRITTEN COMMUNICATIONS

None

AGENDA INPUT

September 4, 2007 (Tuesday)
7:00 p.m. City Council Regular Session
- Keizer Station Street Lighting District Public Hearing

September 10, 2007
5:45 P.m. City Council Work Session
- City of Keizer Compensation Policy Study

September 17, 2007
7:00 p.m. City Council Regular Session
- Keizer Station Area B Master Plan Public Hearing
- Storm Water Utility Fee

ADJOURNMENT

Mayor Christopher adjourned the meeting at 10:43 p.m.

APPROVED:

MAYOR:

Debbie Lockhart, Deputy City Recorder

Lore Christopher

COUNCIL MEMBERS

Councilor #1 – David McKane

Councilor #4 – Cathy Clark

~ Vacant ~
Councilor #2

Councilor #5 – Richard Walsh

Councilor #3 – Jacque Moir

Councilor #6 – James Taylor

Minutes approved:

September 4, 2007