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
Monday, August 19, 2013
7:00 p.m.
Robert L. Simon Council Chambers
Keizer, Oregon

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PUBLIC TESTIMONY

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

5. PUBLIC HEARINGS

a. Keizer Renaissance Hotel – Liquor License Change of Ownership

6. ADMINISTRATIVE ACTION

a. ORDINANCE – Adopting Council Member Removal Procedures for Interference with Administration as Set forth in City Charter Section 21(f)

7. CONSENT CALENDAR

a. Approval of July 29, 2013 Special Session Minutes

b. Approval of August 5, 2013 Regular Session Minutes

8. COMMITTEE REPORTS

9. OTHER BUSINESS

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

a. New Business or Old Business Issues

10. WRITTEN COMMUNICATIONS

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

11. AGENDA INPUT

September 3, 2013 (Tuesday)
7:00 p.m. – City Council Meeting

September 9, 2013
5:45 p.m. – City Council Work Session

- **Annual Keizer Parks Tour**

September 16, 2013
7:00 p.m. – City Council Meeting

12. ADJOURNMENT

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 at 1-800-735-2900 at least two working days (48 hours) in advance.

CITY COUNCIL MEETING: August 19, 2013

AGENDA ITEM NUMBER: ______________________

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

THROUGH: CHRIS C. EPPLEY
CITY MANAGER

FROM: TRACY L. DAVIS, MMC
CITY RECORDER

SUBJECT: KEIZER RENAISSANCE HOTEL– LIQUOR LICENSE APPLICATION - CHANGE OF OWNERSHIP

BACKGROUND:

On July 26, 2013 the City received an application for a change of ownership for the Full On-Premises Sales liquor license for Keizer Renaissance Hotel which is located at 5188 Wittenberg Lane, Keizer, Oregon. The Oregon Liquor Control Commission requires a new application when changing ownership, location, or license type. The ownership is changing to Keizer Hotel Corporation.

As required by Keizer Ordinance a public hearing was scheduled; notice was published and mailed to all property owners within 200 feet of the proposed establishment. The Keizer Police Department reports a clear background check on the applicants. In addition, the Keizer Planning Department finds the location of the establishment to be properly zoned and has no additional comment on the application.

RECOMMENDATION:

It is recommended the public hearing be opened to allow testimony from the applicants or other interested individuals and upon completion, the hearing be closed. It is further recommended the Council recommend approval of the application for an Full On-Premises Sales liquor license for Keizer Renaissance Hotel under the guidelines as established by ORS 471.178 and the Ordinances of the City of Keizer. This recommendation shall then be forwarded to the Oregon Liquor Control Commission for final approval.

Keizer Police Department

Phone: 503-390-3713 ★ Fax: 503-390-8295 ★ www.keizerpd.com
930 Chemawa Rd NE ★ PO Box 21000 ★ Keizer, OR 97307-1000

City Council Meeting of________________________

Agenda Item No.________________________

To: Mayor and City Council

Via: Chris Eppley, City Manager

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

Subject: Change of Ownership for Keizer Renaissance Hotel formerly known as 45th Grill.

Issue: Shall the City Council approve the liquor license application due to Change of Ownership of Keizer Renaissance Hotel, located at 5188 Wittenberg Ln, NE, Keizer, Oregon 97303?

Applicant Background Check:

The applicants for new ownership, Harpreet and Neha Chaudhary, Sukhbir Sandhu, Dayabir Bath and Benjamin Bachelor have no Oregon criminal history.

Recommendation

The Keizer Police Department recommends approval of the liquor license application for Keizer Renaissance Hotel, 5188 Wittenberg Ln. N.

OREGON LIQUOR CONTROL COMMISSION

LIQUOR LICENSE APPLICATION

Application is being made for:

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

ACTIONS
- q Change Ownership
- q New Outlet
- q Greater Privilege
- q Additional Privilege
- q Other

90 DAY AUTHORITY
q Check here if you are applying for a change of ownership at a business that has a current liquor license, or if you are applying for an Off Premises Sales license and are requesting a 90 Day Temporary Authority

APPLYING AS:
q Limited Partnership q Corporation q Limited Liability Company q Individuals

CITY AND COUNTY USE ONLY
Date application received:
The City Council or County Commission:
(name of city or county)
recommends that this license be:
q Granted q Denied
By: (signature) (date)
Name:
Title:

OLCC USE ONLY
Application Rec'd by: Y
Date: 7/17/13
90 day authority: X Yes q No

1. Entity or Individuals applying for the license: [See SECTION 1 of the Guide]
KEIZER HOTEL CORP. Harpreet. S. Chaudhary

2. Trade Name (dba): KEIZER RENAISSANCE HOTEL

3. Business Location: 5188 WITTEN BERG LANE KEIZER MARION OR 97303
(number, street, rural route) (city) (county) (state) (ZIP code)

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

5. Business Numbers: 503-390-4733
(phone) (fax)

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

7. If yes to whom: KEIZER HOSPITALITY Type of License: FULL ON PERMISES

8. Former Business Name: 45th Grill

9. Will you have a manager? q Yes q No Name: Benjamin Bachelor
(manager must fill out an Individual History form)

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

11. Contact person for this application: Benjamin Bachelor, (503) 390-4733
(name) (phone number(s))
5188 WITTENBERG LN NE KEIZER OR 97303
(address) (fax number) (e mail address)

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

Applicant(s) Signature(s) and Date:

[signature] Date 7-1-13

[signature] Date 7/12/13

RECEIVED
OREGON LIQUOR CONTROL COMMISSION
Date
JUL 1 5 2013
SALEM REGIONAL OFFICE

OREGON LIQUOR CONTROL COMMISSION

CORPORATION QUESTIONNAIRE

Please Print or Type

Corporation Name: Keizer Hotel Corp Year Incorporated: 2013

Trade Name (dba): Keizer Renaissance Hotel

Business Location Address: 5188 Witenberg Lane

City: Keizer ZIP Code: 97303

List Corporate Officers:

(name)	(title)
DAYABIR SINGH BATH	President
Sukhbir Singh Sandhu	Secretary, Treasurer

List Board of Directors:

(name)

List Stockholders: (Note: If any stockholder is another legal entity, that entity may also need to complete another Corporation Questionnaire. See Liquor License Application Guide for more information.)

Stockholders:	Number of Shares Held:
Dayabir Singh Bath	3,333,333
Sukhbir Singh Sandhu	3,333,333
NEHA Chaudhary	3,333,333

Number of Stock Shares:

Issued: 10,000,000

Unissued: 0

Total Shares Authorized to Issue:

Server Education Designee: Benjamin Bachelor **DOB:** 08/29/87

(See Liquor License Application Guide for more information) DOC: 2/17/11 # 377157 exp 2/17/16

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

Officer's Signature: [signature] (name) President (title) **Date:** 7-1-13

OREGON LIQUOR CONTROL COMMISSION

BUSINESS INFORMATION

Please Print or Type

Applicant Name: Keizer Hotel Corp Phone: (503) 390-4733

Trade Name (dba): Keizer Renaissance ~~[illegible]~~ Hotel

Business Location Address: 5188 Wittenberg Lane

City: Keizer ZIP Code: 97303

DAYS AND HOURS OF OPERATION

Business Hours:

		to	
Sunday	6AM	to	2AM
Monday	6 AM	to	2 AM
Tuesday	6 AM	to	2 AM
Wednesday	6 Am	to	2 AM
Thursday	6 AM	to	2 AM
Friday	6 AM	to	2 AM
Saturday	6 AM	to	2 AM

Outdoor Area Hours:

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

The outdoor area is used for:

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

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

________________ (Investigator's Initials)

Seasonal Variations: ☐ Yes ☑ No If yes, explain: ________________

ENTERTAINMENT

Check all that apply:

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

DAYS & HOURS OF LIVE OR DJ MUSIC

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

SEATING COUNT

Restaurant: ________ Outdoor: ________

Lounge: ________ Other (explain): ________________

Banquet: 300 Total Seating: 300

OLCC USE ONLY

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

Investigator Initials: ________________

Date: ________________

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

Applicant Signature: [signature] **Date:** 7-7-13

1-800-452-OLCC (6522)

www.oregon.gov/olcc

(rev. 12/07)

CITY COUNCIL MEETING: August 19, 2013

AGENDA ITEM NUMBER:_______________

TO: MAYOR CHRISTOPHER AND COUNCIL MEMBERS

THROUGH: CHRISTOPHER C. EPPLEY, CITY MANAGER

FROM: E. SHANNON JOHNSON, CITY ATTORNEY

SUBJECT: ORDINANCE ADOPTING COUNCIL MEMBER REMOVAL PROCEDURE FOR INTERFERENCE WITH ADMINISTRATION

The Council/City Manager form of government is very prevalent in the state of Oregon. Part of the main theory behind this form of government, is that the Council sets policy and the City Manager is in charge of administration.

Most Council/City Manager charters call for the City Manager to be in charge of the appointment or removal of any officer or employee, other than the City Attorney and Municipal Judge. Most charters make it clear that the Council cannot interfere with such administration and usually include a provision regarding interference with purchase of services or supplies.

Keizer's Charter goes a bit further and indicates that a Council Member who violates the provision may be removed from office. I have set forth the entire section of the Charter dealing with this issue below:

> **(f) Interference in Administration and Elections**
> No member of the council shall directly or indirectly, by suggestion or otherwise, attempt to influence or coerce the manager in the making of any appointment or removal of any officer or employee or in the purchase of supplies; or attempt to exact any promise relative to any appointment from any candidate for manager; or discuss directly or indirectly with the manager the matter of specific appointment to any city office or employment. A violator of the foregoing provisions of this section may be removed from office by the council and such action may be reviewed by a court of competent jurisdiction. The council by

> general ordinance shall set the procedures for removing a member of the council. Nothing in this section shall be construed, however, as prohibiting the council while in open session from fully and freely discussing with or suggesting to the manager anything pertaining to city affairs or the interests of the city. Further, a councilor may, at any time request and receive information to which a private citizen is entitled.

Charter of the City of Keizer, Section 21(f).

As can be seen, the Charter states an Ordinance should be adopted to set forth the procedure for removal of such Council Member.

Consequently, we have prepared for your review an Ordinance to set forth such procedure. It mirrors in some fashion the recent provisions of the Council Procedures allowing for the censure of a Councilor who violates general council procedures. However, the possible penalty here, of course, would be much more severe; namely, removal from office.

RECOMMENDATION:

Review the attached Ordinance Adopting Council Member Removal Procedures for Interference with Administration as Set Forth in City Charter Section 21(f). I would prefer to wait and refine the Ordinance and not adopt it at the August 19, 2013 meeting.

Some possible decision points for the Council are set forth below:

1. Special Master. The Council may want to consider using a subcommittee of the Council or a separate committee to investigate and review the alleged misconduct. However, considering the possible serious sanction of removal from office, I felt it was appropriate to have an experienced investigator/fact-finder review the matter independently.

2. Special Master Recommendation for Sanction. The draft Ordinance specifies that the Special Master would list aggravating and mitigating factors to be considered when imposing the sanction, but states the Special Master does not recommend the sanction. The Council may wish to revisit that issue. I drafted it in this fashion so as to make the Council responsible for the level of sanction.

3. Vote on the Special Master's Report. The draft suggests a minimum of five affirmative votes to accept and approve the Special Master's report. The Council could choose to require six votes or the minimum four votes if Council chooses to do so.

4. Vote on the Sanction. The draft Ordinance requires four votes for reprimand, five votes for censure, and six votes for removal from office. The Council may choose to change the number of votes, realizing that the minimum would be four votes if the six remaining Council members are present.

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

ESJ/tmh

BILL NO. ____ A BILL ORDINANCE NO. 2013-__________

FOR

AN ORDINANCE

ADOPTING COUNCIL MEMBER REMOVAL PROCEDURES FOR INTERFERENCE WITH ADMINISTRATION AS SET FORTH IN CITY CHARTER SECTION 21(f)

WHEREAS, City of Keizer Charter Section 21(f) indicates that no Council Member shall attempt to influence the City Manager in making any appointment/removal of any officer or employee or in the purchase of supplies;

WHEREAS, such Section 21(f) also indicates that a Council Member who violates the provision may be removed from office by the Council and that the Council by general ordinance shall set the procedures for removing such a member of Council;

WHEREAS, the City Council of the City of Keizer has determined it is appropriate to adopt such general ordinance as set forth below.

The City of Keizer ordains as follows:

Section 1. PURPOSE. The purpose of this Ordinance is to provide a uniform process for the removal, censure, or reprimand of a City Council member for interference as set forth in Section 21(f) of the Charter of the City of Keizer.

Section 2. SCOPE. The procedure in this Ordinance applies only to the process for possible removal, censure, or reprimand of a Council Member for

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interference with the administration as set forth in Section 21(f) of the Charter of the City of Keizer. It is not a violation of Charter Section 21(f) if a Council Member is serving solely within their role as a member of an interview panel in the hiring of a City employee.

Section 3. <u>REVIEW BY COUNCIL.</u> The Council has the inherent right and responsibility to make and enforce its own rules, Ordinance and Charter. Should any Council Member act in any manner that causes interference as set forth in Charter Section 21(f), the remaining Council Members may remove, censure, or reprimand such Member pursuant to the following procedure:

a) <u>Allegations.</u> The process is initiated by a written statement signed by three council members explaining the alleged misconduct of a Council Member and how such alleged misconduct is a violation as set forth herein. Such written statement shall be submitted to the City Manager. The City Manager shall then place the matter before the Council at the next regular Council meeting if the written statement is submitted to the City Manager not later than five (5) calendar days prior to such meeting; otherwise the matter shall be placed on the agenda for the following regular Council meeting.

b) <u>Investigation.</u> The Council shall review the matter at the scheduled meeting. An affirmative vote by five (5) or more members of the

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Council shall initiate an investigation. An affirmative vote by a Council Member shall <u>not</u> indicate that such Member believes the truth of the statement and/or the reasoning behind an alleged violation, but merely that further investigation is warranted under the criteria set forth in subsection c) below. The Council Member in question shall not take part in this discussion or this vote or other discussions or votes set forth herein.

If the Council votes to initiate an investigation as set forth above, the Council shall appoint a Special Master to investigate the allegations. The Special Master may be an attorney, retired judge, arbitrator, or other party having experience with investigating and making determinations and findings of fact. The Special Master shall be free to investigate and interview any parties. No less than thirty (30) days after appointment, the Special Master shall deliver a written report to the Council and City Manager containing the following:

(1) An executive summary of the Special Master's report.

(2) A short summary of any relevant documentary evidence and interviews conducted by the Special Master.

(3) The Special Master's finding of fact as to each allegation.

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(4) Any aggravating factors that may weigh in favor of a harsher sanction.

(5) Any mitigating factors that may weigh in favor of a lighter sanction.

The Special Master shall not recommend any particular sanction against the Council Member in question.

c) Hearing. Not more than seven (7) calendar days after delivery of the Special Master's report, the Council Member in question may request a hearing before the City Council by delivering a written notice to the City Recorder and City Manager. Such hearing shall be informal, but the Special Master and Council Member in question may call witnesses and such witnesses may be cross-examined. The general evidentiary rules as may be allowed the state Administrative Procedures Act shall be followed. The hearing shall be held no later than twenty-one (21) days after requested by the Council Member in question unless good cause is shown.

In lieu of a full hearing and in the same seven (7) day time-frame, the Council Member in question may submit a written and/or oral statement to the other Council Members. Such statement shall be submitted/heard on or before twenty-one (21) days after the Councilor in question gives notice to the other Council Members.

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d. Vote on Special Master's Report. Following review by the remaining Council Members of the Special Master's report and (if applicable), the hearing and/or statement by the Council Member in question, the City Council shall meet to consider the matter. Such consideration shall occur no later than thirty (30) days after submittal of the Special Master's Report, or seven (7) days after the hearing/statement, whichever is later. Consideration and discussion by the remaining Council Members shall be held in an open meeting pursuant to Oregon Public Meetings Law.

A minimum of five (5) votes shall be required to accept and approve the Special Master's Report.

e. Vote on Sanction. Should the remaining Council Members accept and approve the Special Master's Report, they may take the following action:

1. Impose the sanction of reprimand. Such sanction shall require four affirmative votes.

2. Impose the sanction of censure. Such sanction shall require five affirmative votes.

3. Impose the sanction of removal from office. Such sanction shall require six affirmative votes.

4. By motion, lack of motion, or consensus, impose no sanction.

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f. Timelines May be Extended. All timelines set forth within this Ordinance may be extended for good cause by Council should there be absences or vacancies on the Council at any required meeting. However, in no event shall the final vote set forth in subsection (3) above occur more than ninety (90) days from the date the written statement described in Section 3(a) is delivered to the City Manager.

Section 6. FINAL DECISION. The City Council's decision shall be final subject only to writ of review pursuant to ORS 34.010 et seq.

Section 7. EFFECTIVE DATE. This Ordinance shall take effect thirty (30) days after its passage.

PASSED this ________ day of ___________________, 2013.

SIGNED this ________ day of ___________________, 2013.

____
Mayor

____
City Recorder

Keizer City Attorney
930 Chemawa Road NE
PO Box 21000
Keizer, Oregon 97307
503-856-3433

MINUTES
KEIZER CITY COUNCIL SPECIAL SESSION
Monday, July 29, 2013
Keizer Civic Center
Keizer, Oregon

CALL TO ORDER

Councilor Taylor called the meeting to order at 5:50 p.m. The following were present:

Present:	**Staff:**
Lore Christopher, Mayor (6:54)	Chris Eppley, City Manager
Cathy Clark, Councilor	Shannon Johnson, City Attorney
Jim Taylor, Councilor	Nate Brown, Community Development
Marlene Quinn, Councilor	Tracy Davis, City Recorder
Kim Freeman, Councilor	
Absent:	
Joe Egli, Council President	
Dennis Koho, Councilor	

DISCUSSION

a. RESOLUTION ~ Authorizing the City of Keizer to Apply for a Periodic Review Work Program Grant Through the Department of Land Conservation and Development and Authority to the City Manager to Sign Grant Application

Community Development Director Nate Brown reminded Council that recently an application for the Transportation Grant Management Program had been submitted for additional study to identify the impacts that a potential growth boundary expansion would have on the transportation system of the city of Keizer. He requested approval of the Resolution which authorizes staff to apply for up to $90,000 from DLCD for the Periodic Review Work Program.

<u>Councilor Clark moved that the Keizer City Council adopt a Resolution Authorizing the City of Keizer to Apply for a Periodic Review Work Program Grant Through the Department of Land Conservation and Development and Authority to the City Manager to Sign Grant Application. Councilor Freeman seconded. Motion passed as follows:</u>

AYES: Christopher, Quinn, Freeman, Taylor and Clark (5)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Koho and Egli (2)

b. Willamette River Crossing – Third Bridge

Peter Fernandez, Public Works Director for the City of Salem introduced Julie Waneke, Transportation Manager, and Dan Fricke and Rod Thompson from Oregon Department of Transportation.

Mr. Fernandez explained that the Environmental Impact Statement (EIS) process for the Salem river crossing has been going on for 6 or 7 years and that midway through the EIS process the Oversight Team developed an alternative recommendation (4d), which he showed on a map and described as a ramp that crosses the river where the Salem Parkway ends and stays above the city until it feeds into Highway 22. This would solve traffic issues through 2031. Salem received a negative response to this alternative from the public so they developed a "Salem Alternative" which reduces impact to the greenway along Edgewater Drive, uses Marine Drive, minimizes the piers in the water, and consists of one structure (4 lanes) crossing the river rather than two. Recommendation 4d has an estimated cost of $680 million; the Salem Alternative cost has not been estimated however it is assumed that the cost will be less. The Council voted in favor of the Salem Alternative (9-0) and endorsed all the changes that are part of the Alternative for improving the existing bridges.

Lengthy discussion followed regarding various aspects of both concepts.

Kathy Lincoln, Keizer, spoke in opposition of the Salem Alternative. She suggested that the Salem City Council alternative be reviewed closely; it has not yet been vetted through the EIS process; since it is on the ground, it may create more congestion rather than solving the current problems. The alternative would serve primarily local traffic rather than providing an expressway from one highway to another which makes it a local project rather than a regional one. She reviewed other alternatives noting that improvements to both bridges have been proposed and other alternatives are less costly.

Councilor Clark explained that Option 2d was rejected because it did not have the connection to I-5 which is needed since the Salem area is a regional freight corridor. Salem is striving to become more pedestrian and cyclist friendly, but increased freight traffic would hinder that goal.

Richard Walsh, Keizer, spoke in favor of Option 4d noting that this option was the original plan when the Salem Parkway was built in the 70s. He provided historical information on the development of the third bridge project and urged a "clean shot" to I-5 for cities west of Salem. He voiced support for getting the right of way to get from the new bridge to Highway 22 noting that the connection between Highway 22 and I-5 is critical; without that connection, this is not a regional project.

Mike Erdman, Homebuilders Association, noted that the Association has been following the bridge process closely because they feel most of the residential growth will be in West Salem and it is important to make sure transportation needs are met. The local residential connection is important but so is the regional freight traffic. The Association would support Option 4d but Salem City Council heard citizens in opposition of an elevated roadway in West Salem.

Dan Clem, Salem City Councilor, suggested that the “Salem Alternative” would be more accurately named the “Salem-Keizer Alternative”. He provided additional information regarding the process, reiterated the importance of making this a regional project in order to secure State funding, and noted that grant opportunities are being missed because requirements and documentation are incomplete. He stated that the Salem Alternative took an industrial grade solution and put it back on a human scale - the perfect compromise for the region. He urged Council to direct Councilor Clark to cast the Keizer vote with the Oversight Team for the Salem Alternative. Discussion then took place regarding other intersections on Highway 22 and expansion of the Polk County Urban Growth Boundary.

Scott Bassett, Salem, noted that there are competing interests: the region wants an expressway and Salem has said “no freeway through Salem”. He explained that the sooner Keizer indicates support for the regional solution the sooner the project can move forward. He provided additional information regarding Salem Neighborhood Associations’ opposition to the Salem Alternative and the history of other bridge proposals. He concluded stating that if there had been a good location for a bridge in Salem, it would have been found over that past few years with all the studies that have been done.

Following discussion regarding the two options and the importance of keeping the focus on the regional aspect Council voiced support for exploring the Salem Alternative with the caveat that the connection of Highway 22 to I-5 was of utmost importance and must be an absolute commitment during every phase of the project.

Councilor Clark confirmed that she would bring to the Oversight Team Keizer’s support for continuing the investigation of the Salem Alternative with emphasis on keeping the west side connection from the bridge to Highway 22 as an expressway with free-flow to the greatest degree possible on both the east and west side, with attention to costs involved.

ADJOURN

Mayor Christopher adjourned the meeting at 7:10 p.m.

APPROVED:

Mayor – Lore Christopher	Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Dennis Koho	Councilor #4 – Cathy Clark
Councilor #2 – Kim Freeman	Councilor #5 – Joe Egli
Councilor #3 – Marlene Quinn	Councilor #6 – James Taylor

Minutes approved: ______________________

MINUTES
KEIZER CITY COUNCIL
Monday, August 5, 2013
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Christopher called the meeting to order at 7:02 pm. Roll Call was taken as follows:

Present:
Lore Christopher, Mayor
Joe Egli, Council President
Jim Taylor, Councilor
Dennis Koho, Councilor
Kim Freeman, Councilor
Cathy Clark, Councilor

Absent:
Marlene Quinn, Councilor

Staff:
Chris Eppley, City Manager
Shannon Johnson, City Attorney
Chief Marc Adams, Police
Nate Brown, Community Development
Bill Lawyer, Public Works Director
Tracy Davis, City Recorder

FLAG SALUTE

Mayor Christopher led the pledge of allegiance.

PUBLIC TESTIMONY

Rick Day, Marion County, announced that he was available to answer any questions regarding the Charge house at Keizer Rapids Park.

Clint Holland, Keizer, announced the three movies that are planned for showing at the Keizer Rapids Park Amphitheater and shared the tentative dates.

City Attorney Shannon Johnson reminded Council that they had recently decided not to waive the application fee ($50) and the use fee ($200). Mr. Holland indicated that he was willing to pay the application fee but requested the City sponsor the movies and waive the use fee (similar to the concerts).

PUBLIC HEARINGS

None

ADMINISTRATIVE ACTION

a. Keizer Rapids Park – Possible Uses for Charge House

Mr. Johnson provided background information regarding the Charge house, explained that it appears that a minor amendment to the Keizer Rapids Park Master Plan is necessary.

Mayor Christopher clarified that this is not a repurposing, but is more of an exchange since the caretaker has been moved into what was designated as the educational facility because of livability issues. She added that other changes have been the addition of the Walsh Way

Road, elimination of one of two playgrounds in lieu of one larger one, and the disc golf course. When implementing the Master Plan it became apparent that there was a better way and that was the way it was done, but now the Master Plan needs some “cleaning up” in order to accurately reflect the park. She suggested that the Charge house could be an amenity to the amphitheater and the entire park.

Mr. Day and Mr. Holland indicated that if Council approved this action, then they would approach the Rotary Foundation for additional assistance. Mr. Day added that discussions are planned with other potential partners such as “Friends of Straub” and the Audubon Society. He clarified that he is asking for $70,000 funding from Parks SDCs for a $170,000 project and explained various alternatives to the septic system but noted that if the alternatives do not work out, his business would donate a large septic or pump tank. Mr. Day concluded that he would like to move forward with exploring the roof, septic, landscape and general maintenance portions of this project.

<u>Councilor Egli moved to initiate the master plan cleanup amendment for Keizer Rapids Park that will include the items in the staff report already in place and direction to work with community members and Keizer Rotary and other partners to put together a plan to rehab the Charge house. Councilor Clark seconded.</u>

Community Development Director Nate Brown suggested the following be added: “and minor amendments to best utilize the facilities that have been established.”

Discussion took place regarding the process timeline and having a joint public hearing with the Parks Advisory Board.

Councilor Egli clarified the motion: <u>Motion to direct staff to initiate the master plan amendment process for Keizer Rapids Park to accommodate existing changes and minor amendments to utilize the facilities that have been established and to address other issues including direction to rehab the Charge house with assistance from community support groups.</u>

<u>Motion passed as follows:</u>

AYES: Christopher, Egli, Koho, Freeman, Taylor and Clark (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Quinn (1)

b. RESOLUTION – Dissolving Keizer Little League Task Force

Mr. Johnson explained that the Task Force had a sunset date of July 9 and even though it is automatically terminated, it is standard procedure to come back with a resolution. Councilor Taylor reported that the task force met three times and helpful discussion took place.

<u>Councilor Egli moved that the Keizer City Council adopt a Resolution Dissolving Keizer Little League Task Force. Councilor Clark seconded</u>.

Motion passed as follows:

AYES: Christopher, Egli, Koho, Freeman, Taylor and Clark (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Quinn (1)

c. RESOLUTION – Dissolving the River Road Renaissance Advisory Committee

Councilor Clark suggested that from the City point of view, River Road Renaissance Advisory Committee and the Keizer Urban Renewal Board could be absorbed into part of the charge of the Planning Commission in general.

Council agreed by consensus to take no action at this time.

CONSENT CALENDAR

A. RESOLUTION – Approving City Engineer Report for Aldine Meadows Street Lighting Local Improvement District
B. RESOLUTION – Authorizing the City Manager to Execute City of Keizer Street and Right of Way Landscape Maintenance Services Contract with Spruce Villa, Inc.
C. Approval of July 8, 2013 Work Session Minutes
D. Approval of July 15, 2013 Regular Session Minutes

Item D was pulled from the Consent Calendar.

Councilor Egli moved for approval of Items A, B and C. Councilor Clark seconded. Motion passed as follows:

AYES: Christopher, Egli, Koho, Freeman, Taylor and Clark (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Quinn (1)

Mayor Christopher moved for approval the July 15, 2013 Regular Session Minutes. Councilor Egli seconded. Motion passed as follows:

AYES: Christopher, Egli, Koho, Freeman and Taylor (5)
NAYS: None (0)
ABSTENTIONS: Clark (1)
ABSENT: Quinn (1)

COMMITTEE REPORTS

Councilor Taylor reported that a Keizer Points of Interest Committee Oral History interview was done with the Blake family. He served as the moderator with Jenniffer Warner attending. The interview will be available on K23 soon.

Councilor Egli reminded Council of the upcoming Commissioner breakfast and announced that the August Planning Commission meeting was cancelled.

Councilor Freeman reported that she had attended the Storm Water Advisory Committee meeting; the final draft of the permit has been submitted.

Councilor Clark announced the upcoming lunch with Keizer Fire District and reported that she had attended the Mid Willamette Area Commission on Transportation where work continues on a list of projects. The Salem River Crossing Oversight Team met and directed staff to bring back numbers for the Salem Alternative. She suggested that the City be ready for public hearings and open houses in October. Councilor Clark also reminded everyone of the upcoming RiverFair on Saturday which will include the unveiling of signage for Walsh's Landing.

Councilor Koho announced that he would miss the August 19 meeting for business reasons. He also provided historical information regarding bridge options.

Mayor Christopher reported that she had attended the Oregon Mayors Association conference and discussed bringing sports to cities. She suggested that the BMX area in Keizer Rapids Park could be used for a "mudder" or the Volcano parking lot might be a good place for a color run. She also provided information regarding the "Sage Garden" in Corvallis which helps to provide fresh vegetables for school lunches.

OTHER BUSINESS

Councilor Egli announced that Councilor Taylor will take the place of Councilor Koho at the Marion County Commissioners breakfast.

<u>Councilor Egli moved to suspend the rules. Councilor Clark seconded. Motion passed unanimously as follows:</u>

AYES: Christopher, Egli, Koho, Freeman, Taylor and Clark (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Quinn (1)

<u>Councilor Egli moved that the Keizer City Council waive the use fees for KRA for the three movies that they wish to present at Keizer Rapids Park. Councilor Clark seconded. Motion passed as follows:</u>

AYES: Christopher, Egli, Koho, Freeman, Taylor and Clark (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Quinn (1)

City Manager Chris Eppley provided an update on the Police Chief recruitment process noting that it is hoped that a decision will be made early next week. Mayor Christopher commended HR Director Machell DePina and the candidates.

Public Works Director Bill Lawyer reported that City staff had started on the Keizer Little League wall project and the Community Build Task Force will meet on Thursday to review proposals. He also provided an update regarding construction progress on Chemawa Road.

Community Development Director Nate Brown reported that he had met with the proponents investigating the indoor soccer proposal. Because it is such a significant concept, there are some significant requirements.

WRITTEN COMMUNICATIONS

None

AGENDA INPUT

August 12, 2013

5:45 p.m. – City Council Work Session
Cancelled

August 19, 2013

7:00 p.m. – City Council Regular Session

September 3, 2013 (Tuesday)

7:00 p.m. – City Council Regular Session

ADJOURNMENT

Mayor Christopher adjourned the meeting at 8:10 p.m.

MAYOR: APPROVED:

Lore Christopher

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Dennis Koho

Councilor #4 – Cathy Clark

Councilor #2 – Kim Freeman

Councilor #5 – Joe Egli

~ Absent ~
Councilor #3 – Marlene Quinn

Councilor #6 – James Taylor

Minutes approved:__________________