



MINUTES
KEIZER CITY COUNCIL
Monday, August 15, 2011
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER

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

Present:

Lore Christopher, Mayor
Cathy Clark, Council President
Jim Taylor, Councilor
David McKane, Councilor
Brandon Smith, Councilor
Joe Egli, Councilor
Mark Caillier, Councilor

Staff:

Chris Eppley, City Manager
Shannon Johnson, City Attorney
Rob Kissler, Public Works Director
Nate Brown, Community Development
Marc Adams, Police Chief
Machell DePina, Human Resources
Susan Gahlsdorf, Finance Director
Tracy Davis, City Recorder

FLAG SALUTE

Mayor Christopher led the pledge of allegiance.

**PUBLIC
TESTIMONY**

Mayor Christopher noted that 11 people had signed up to speak on the fire services issue. City Attorney Shannon Johnson explained that the public hearing on this issue was closed at the last Council meeting; matters not related to the Clearlake annexation can be addressed but no testimony regarding the annexation would be allowed. He added that Council could reopen the Public Hearing at a different date to receive testimony. Councilors Smith, Egli and Taylor indicated that they would prefer to move forward and not reopen the public hearing.

Councilor Clark moved that the Keizer City Council reopen the Public Hearing on the Fire Services issue at the September 6, 2011 Council meeting. Councilor Taylor seconded. Motion passed unanimously as follows:

AYES: Christopher, Egli, McKane, Caillier, Taylor and Clark (6)

NAYS: Smith (1)

ABSTENTIONS: None (0)

ABSENT: None (0)

Rick Day, Marion County, reported on recent Parks Board actions including

- Improvements to Keizer Rapids Park Disc Golf Course (concrete tee pads) with a related request for \$3,000.
- Purchase of a used commercial grade wood chipper. Discussion took place regarding the advisability of having volunteers operate this piece of equipment and City liability.
- A potential movie screen at the amphitheater. \$2,000 was requested for a wood frame structure and City indulgence requested to allow the park to remain open later on the nights that movies are shown.

City Manager Chris Eppley explained that improvements (concrete tee pads) for the Disc Golf Course were always planned; and voiced support for the chipper. Mr. Day provided additional information and details regarding all three items. Discussion took place regarding the possibility of installing a permanent structure at the amphitheater that could be used for a movie screen, lighting, backdrop, etc.; Parks Board budget and SDC funds; the effect of flooding on the tee pads. Public Works Director Rob Kissler provided input regarding the disc golf tee pads, urged caution regarding placing any heavy, permanent structure on the amphitheater stage because a portion of the stage is in the floodway, and suggested that the West Keizer Neighborhood Association be consulted prior to scheduling any movies and extending park hours.

Mayor Christopher summarized the Parks Board requests and directed staff to review the projects and provide a recommendation. Councilors McKane and Caillier and Mayor Christopher indicated that they would prefer a permanent structure at the amphitheater rather than the portable structure proposed. Mayor Christopher urged Mr. Day to work with Linda Baker at McNary to develop a permanent structure for the amphitheater that could be used for Community Theater and movies.

Clint Holland, Keizer, added that the Council Parks Tour would be on Monday, September 12. Parks included in the tour would be: Keizer Rapids Park, Willamette Manor, Northview and Sunset. Transportation will not be provided; everyone should plan on carpooling.

Councilor Smith reminded Councilors of the Parks Board discussion regarding expansion of the Urban Growth Boundary to include Keizer Rapids Park and staff's response that this would not be appropriate at the present time but that a Parks Needs Analysis would be appropriate. He noted that staff would need direction from Council to pursue this.

Community Development Director Nate Brown explained that it would take an additional amount of work to document and provide justification necessary to expand the UGB for such a use. He added that staff would be approaching Council on September 6 to apply for a Technical Assistance Grant from Department of Land Conservation and Development. He clarified that work being done on the UGB is the result of the Economic Opportunities Analysis and the Housing Needs Analysis

and the Parks Needs and expansion is only periphery to that. Keizer Rapids Park is not a neighborhood park or a local park, it is a regional park. Therefore other things will need to be folded into that; it makes sense to include it in the upcoming work. Council agreed that staff should pursue this and gave staff direction to move forward.

Mr. Holland then reported that the Parks Board had requested that Council direct staff to start the process of opening access from Tate Avenue to Keizer Rapids Park. Councilor Egli questioned if WKNA was included in this request. Mayor Christopher asked Mr. Holland and the Parks Board to prepare a report to Council prioritizing the desired projects by time of year, available manpower and available dollars. Mr. Kissler interjected that he had had a preliminary discussion with the Board of the WKNA and they will be included in the conversation as a design plan is developed for that access. He and Bill Lawyer have studied the area and met with the filbert orchard farmer and the project is moving forward.

Mr. Holland also provided an update of the progress of the dog park irrigation project at Keizer Rapids Park.

Doug Schneider, Keizer, announced that the Economic Opportunity Analysis study and Commissioner Rizzo's Designated Veteran Parking proposal were discussed at the recent Planning Commission meeting. He noted that he is completing his second term as Commissioner and will be "termed out" so he encouraged citizens to consider serving. He noted that Commissioner Jim Jacks has volunteered to serve as Commission liaison on the River Road Renaissance Advisory Committee and the Keizer Urban Renewal Board. Mr. Brown commended Mr. Schneider for his faithful commitment to the city noting that he had been a valuable asset to the committees.

Dave Bauer, Keizer, spoke in opposition of spending money on tourism other than \$3,000-\$4,000 for a kiosk at Keizer Station. He suggested that funds should be put back into River Road. Mayor Christopher responded that funding was not for tourism but was for visitor services to promote local businesses. Mr. Brown added that there would be a special Urban Renewal Agency meeting on August 24 following the KURB meeting, because the Transit District needs to begin programming for the building and needs to know whether or not to include the additional space.

Bill Quinn, Keizer, acknowledged the contribution that Station 6 has made to Keizer and expressed the opinion that it doesn't matter what patch they have on their uniform because they serve Keizer in emergencies. Mr. Johnson interjected that there would be no testimony allowed on the Clearlake matter tonight. Mr. Quinn then voiced support for the Public Safety Communication fee.

Matt Chappell, Keizer, suggested that the needs of disabled persons be considered when planning the movie nights at the Keizer Rapids Park Amphitheater. He noted that the field used for parking has no lanes or markings creating a potential for liability and questioned who would be liable in the case of an accident. He also suggested that the outer areas of the Civic Center be cleaned up. Rob Kissler noted that there is funding available to improve the ADA access to the stage and that ADA parking is available at the dog park with a paved pathway to the amphitheater. The master plan of the park indicates that there will be an additional road constructed to serve the boat ramp and part of the roadway leads to a small parking lot near the amphitheater which will be paved and striped.

PUBLIC HEARING

a. RESOLUTION ~ Adopting Updates to the City of Keizer Addendum to the Marion County Multi- Jurisdictional Natural Hazard Mitigation Plan

Public Works Director, Rob Kissler, reviewed the history of this issue, noting that the City's plan was approved by FEMA and therefore allows the City to be eligible for FEMA disaster mitigation related funding. He explained the purpose of the Natural Hazard Mitigation Plan noting that the Marion County Plan was amended in July 2011 and the City of Keizer must formally approve their plan. Staff recommends approval.

Mayor Christopher opened the Public Hearing. With no testimony, Mayor Christopher closed the Public Hearing.

Councilor Clark moved that the Keizer City Council adopt a Resolution Adopting Updates to the City of Keizer Addendum to the Marion County Multi-Jurisdictional Natural Hazard Mitigation Plan. Councilor Taylor seconded. Motion passed unanimously as follows:

AYES: Christopher, Egli, Smith, McKane, Caillier, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

ADMINISTRATIVE ACTION

a. ORDINANCE ~ Amending Keizer Development Code Regarding Section 2.203 (Permitted Uses Generally); Amending Ordinance 98- 389

Mr. Johnson reminded Council that ordinances passed with less than a unanimous vote must come back for a second reading.

Councilor Clark moved that the Keizer City Council adopt a Bill for an Ordinance Amending Keizer Development Code Regarding Section 2.203 (Permitted Uses Generally); Amending Ordinance 98-389. Councilor Smith seconded. Motion passed unanimously as follows:

AYES: Christopher, Egli, Smith and Clark (4)

NAYS: McKane, Caillier and Taylor (3)

ABSTENTIONS: None (0)

ABSENT: None (0)

b. Keizer Fire District/Marion

Public Hearing to be reopened at September 6, 2011 Council meeting.

**County Fire
District No. 1 –
Clearlake Area**

**c. RESOLUTION ~
Charter
Amendment
Election –
Public Safety
Communications
Fee**

Mr. Johnson explained that City Manager Chris Eppley had indicated that he wished to move forward with a Charter Amendment for the Public Safety Communications fee. He reviewed the fees and details of the fee distribution and budget funds. He then pointed out a change that needed to be made in subsection d on the second page, third sentence should read: "The fund is dedicated only for public safety communication expenses." Further discussion took place regarding distribution to the Fire Districts and definition of communication expense. Mr. Johnson explained that the concept for the charter amendment is broad so that it will apply in changing situations, but details will be worked out in the ordinance.

Councilor Clark moved that Keizer City Council adopt a Resolution for a Charter Amendment Election – Public Safety Communications Fee as amended. Councilor Taylor seconded.

Mayor Christopher noted that she would oppose this because it is too expensive, raises too much money and completely leaves out the 25% of people not paying into the 911 costs: people using prepaid phone cards.

Councilor Taylor expressed support for this because surveys have indicated that the voters preferred this method.

Motion passed as follows:

AYES: Egli, Smith, Caillier, Taylor and Clark (5)

NAYS: Christopher and McKane (2)

ABSTENTIONS: None (0)

ABSENT: None (0)

**d. RESOLUTION ~
Authorization
for
Supplemental
Budget – Keizer
Station LID
Legal Services,
Donation
Funds,
Community
Center Funds**

Finance Director Susan Gahlsdorf reported that there were three separate budget adjustments to consider. She reviewed the adjustments, Oregon Budget law allowances and the fiscal impact.

Councilor McKane requested that the distribution of the Good Vibrations donations be revised to more equitably repay the parties: \$800 to Lakepoint Community Church and \$200 to Young Life (because Young Life received a \$1,000 donation from the Keizer Chamber of Commerce). He also thanked the various police departments who assisted with the Good Vibrations event. He noted that it was hoped that the fundraising efforts would result in a great enough amount to distribute some funding to the police departments but since those organizations are receiving a benefit from the Transient Occupancy Taxes, he felt that Lakepoint and Young Life should receive these funds. Director Gahlsdorf noted that this ties into the Budget Committee minutes and because it is important to show the TOT revenue dedicated to the police for community events, a

budget adjustment will be made as well.

Councilor Egli suggested that each fund be voted on separately noting that when TOT is taken by a City government, the City is required to legitimize it and that budget adjustments cannot be made for items that the City was aware of when the budget was made and the Budget Committee was aware of this and did not deal with it. Director Gahlsdorf explained that in essence, through the community center, the City has made a contribution to tourism. Mr. Eppley added that the City is spending in excess of \$11,500 in general fund dollars on tourism activities which justifies the City's right to utilize the TOT to offset those expenditures. Mr. Johnson added that the Resolution could be split to address the two matters separately.

Councilor Clark moved that Keizer City Council leave the Community Center Fund as part of this Resolution as written. Councilor Taylor seconded. Motion passed as follows:

AYES: Christopher, Smith, McKane, Caillier, Taylor and Clark (6)

NAYS: Egli (1)

ABSTENTIONS: None (0)

ABSENT: None (0)

Councilor Clark moved that Keizer City Council adopt a Resolution ~ Authorization for Supplemental Budget – Keizer Station LID Legal Services, Donation Funds, Community Center Funds as amended (\$800 for Lakepoint Community Church and \$200 for Young Life). Councilor Taylor seconded. Motion passed as follows:

AYES: Christopher, Smith, McKane, Caillier, Taylor and Clark (6)

NAYS: Egli (1)

ABSTENTIONS: None (0)

ABSENT: None (0)

**e. ORDINANCE ~
Relating to the
Amendment of
the Gas Utility
License Fee
Ordinance;
Declaring an
Emergency
(Amending
Ordinance No.
94-285)**

City Attorney Shannon Johnson informed Council that a preliminary agreement has been reached on the language with PGE but he did not feel comfortable adopting the PGE agreement in case Northwest Natural came up with an idea that might apply to both franchises. Hence the reason to extend it.

Councilor Clark moved that Keizer City Council adopt a Bill for an Ordinance Relating to the Amendment of the Gas Utility License Fee Ordinance; Declaring an Emergency (Amending Ordinance No. 94-285). Councilor Taylor seconded. Motion passed unanimously as follows:

AYES: Christopher, Egli, Smith, McKane, Caillier, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**ORDINANCE ~
Relating to the
Amendment of
the Electric
Utility License
Fee Ordinance;
Declaring an
Emergency
(Amending
Ordinance No.
94-286)**

Councilor Clark moved that Keizer City Council adopt a Bill for an Ordinance Relating to the Amendment of the Electric Utility License Fee Ordinance; Declaring an Emergency (Amending Ordinance No. 94-286). Councilor Taylor seconded. Motion passed unanimously as follows:

AYES: Christopher, Egli, Smith, McKane, Caillier, Taylor and Clark (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

**CONSENT
CALENDAR**

- A. RESOLUTION – Regarding Evaluation of City Attorney and Declining to Grant Salary Increase
- B. RESOLUTION – Regarding Evaluation of City Manager and Declining to Grant Salary Increase
- C. RESOLUTION – Amending the City's Deferred Compensation Plans to Include Roth 457(b) Amendments
- D. RESOLUTION – Amending the Resolution Establishing the Keizer Channel 23 Advisory Committee; (Amending R2008-1837, Repealing R2008-1905)
- E. RESOLUTION – Amending the City Summer Concert Band Selection Task Force (Amending R2010-2081)

Councilor Clark pulled items D and E from the Consent Calendar. She asked for corrections to the membership of each of these and requested that they be presented for approval at the September 6 meeting.

Mayor Christopher pointed out that declining the salary increase for the City Manager and City Attorney was not due to less than exemplary work. Both parties received high performance evaluations and are doing outstanding work. The lack of salary increase is due to the difficult financial times. She thanked them for this sacrifice.

Councilor Clark moved that Keizer City Council approve Items A, B and C of the Consent Calendar. Councilor Taylor seconded. Motion passed unanimously as follows:

AYES: Christopher, Egli, Smith, McKane, Caillier, Taylor and Clark (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

**COMMITTEE
REPORTS**

Councilor Egli requested a substitute for the KURB meeting. Councilor Smith volunteered.

Councilor Clark announced Keizer 23 Advisory Committee and Wallace House Bicentennial Group meeting times, praised the recent Keizer Riverfair and thanked Mayor Christopher for serving as pet parade judge.

COMMITTEE REPORTS

Chris Eppley explained that every year Ms. Gahlsdorf submits the City Financial Report and Budget to the Government Finance Officers Association and each year the City gets an Award of Excellence. He read the letter and commended Ms. Gahlsdorf for her good work.

Chief Adams reported that the injured officer and sick officer are both back to work so the Department is working with full staff.

Nate Brown reminded Council of the upcoming Urban Renewal Agency meeting noting that Shannon Johnson would be assisting because he would be out of town. He noted that the Keizer Urban Renewal Board would meet prior to the Agency.

City Recorder Tracy Davis announced that there are openings in the Planning Commission, Budget, K-Fest, Bikeways, Traffic Safety and K-23.

WRITTEN COMMUNICATIONS

None

AGENDA INPUT

September 6, 2011 (Tuesday)

7:00 p.m. – City Council Meeting

September 12, 2011

5:45 p.m. – City Council/Parks Advisory Board Work Session

- City of Keizer Annual Parks Tour

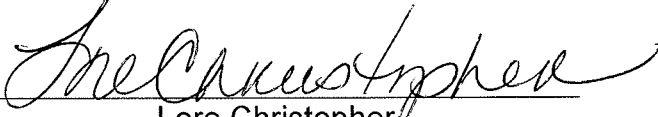
September 19, 2011

7:00 p.m. – City Council Meeting

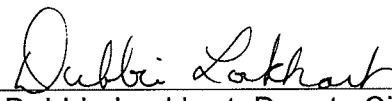
ADJOURNMENT

Mayor Christopher adjourned the meeting at 9:07 p.m.

MAYOR:

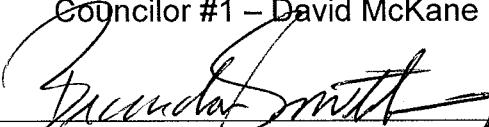

Lore Christopher

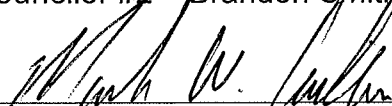
APPROVED:


Debbie Lockhart, Deputy City Recorder

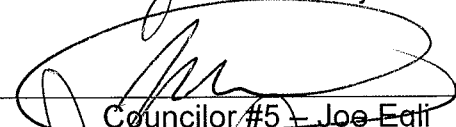
COUNCIL MEMBERS

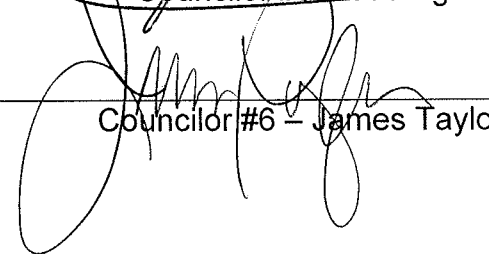
Councilor #1 – David McKane


Councilor #2 – Brandon Smith


Councilor #3 – Mark Caillier


Councilor #4 – Cathy Clark


Councilor #5 – Joe Egli


Councilor #6 – James Taylor

Minutes approved:


September 19, 2011