MINUTES
KEIZER CITY COUNCIL
Monday, July 17, 2000
Keizer City Hall
Robert L. Simon Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Newton called the regular meeting to order at 7:06 p.m. Roll Call was taken as follows:

Present:
Bob Newton, Mayor
Lore Christopher, Council President
Jim Keller, Councilor
Jerry McGee, Councilor
Jacque Moir, Councilor
J. L. Wilson, Councilor
Council Position #5-vacant

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

PUBLIC TESTIMONY

No public testimony was brought before the Council.

COMMITTEE REPORTS

a. Youth Compact-Council President Christopher
Reported when the Youth Compact was discussed during the budgetary process in October 1999 she had requested that the City Manager insert a placeholder to the 2000-2001 budget in the amount of $550.00. This was not done and she suggested since the Compact had requested $700.00 that this amount be used as the placeholder in the future as the Council discussed whether to participate in the program. It was noted that the $500.00 pay out was done out of the contingency line item.

<u>Council President Christopher moved to pay $700.00 for facilitation of Today's Choices/Tomorrow's Community and take the funds from contingency. Mayor Newton seconded the motion.</u>

FMAGIC

Councilor McGee stated that he would support the original request in the amount of $550.00.

Councilor McGee moved to amend the motion to support at the level of what was previously discussed ($550.00) Councilor Wilson seconded the Motion.

The amendment to the motion failed as follows:

AYES: McGee, and Wilson (2)
NAYS: Christopher, Keller, Moir and Newton (4)
ABSTENTIONS: None (0)
ABSENT: None (0)

The main motion passed unanimously as follows:

AYES: Christopher, Keller, McGee, Moir, Newton and Wilson (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

Council President Christopher requested that $700.00 be used as a placeholder during the budget process next year.

Councilor Keller urged Council President Christopher to make the Youth Compact aware of the City's budget timelines for the future.

b. Library Task Force Report-Jerry Watson
Provided a copy the telephone survey, which would be conducted by McNary High students. He reviewed the survey and its contents and noted that 300 citizens would be contacted to participate in the survey.

Responding to questions, Mr. Watson indicated that addresses were randomly selected from a list complied from the Polk directory.

A discussion of including a survey with the water bills was addressed. Mr. Watson stated their timeline was limited and felt the use of the phone survey would be the most accurate.

Councilor Moir urged the Task Force to request additional time from the Council if needed to ensure that all information was collected.

Mayor Newton thanked the Task Force for their participation on the committee.

c. Wastewater Task Force Report-Mayor Newton
Reported that the sub-committee would be meeting on August 17th and 31st, September 14th and 28th, October 12th. The Task Force would be appearing before the Salem City Council on October 23, 2000 with recommendations pertaining to COSA Study.

Responding to concerns, Mayor Newton noted if there were particular concerns it would be prudent to forward that information on to the subcommittee for review.

OTHER BUSINESS

a. New Business
Mayor Newton addressed the speed limit north of Lockhaven on Windsor Island Road. He indicated the speed in the area is marked 55 mph and felt this was hazardous for the area. He requested background from the previous study of the area be brought back in the next month.

Councilor Moir reported EVAK would be holding an exercise July 29th at 10:00 a.m. She invited anyone interested to attend.

b. Old Business
Councilor McGee addressed the previous discussion of requests for proposals for contractual services. The City Manager had shared work load would become an issue to address this issue. Councilor McGee suggested a list of contractors is submitted to the management team with a background of each contract to allow for the most efficient avenue to seek the lowest contractual services.

With further discussion Councilor Keller urged the Council to continue the request for proposal with the attorney. He expressed concerns with the possibility of overloading the city attorney with the number of tasks that he is undertaking.

City Manager Eppley felt he could accomplish request for proposal goals by the next meeting. He suggested a request for qualifications might be more advantageous.

Mayor Newton moved to proceed with a request for qualifications for legal and engineering services and directed staff to develop a policy for monitoring other contracts. Councilor Keller seconded the motion.

Councilor Keller felt qualifications from the attorneys were a good idea, but requested specifics of the attorney's position is put in writing.

The motion passed unanimously as follows:

AYES: Christopher, Keller, McGee, Moir, Newton and Wilson (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

Mayor Newton noted that two applications had been received pertaining to the Council vacancy #5, Richard Walsh and Judy Peterson. The applications would be considered at August 7th City Council meeting.

Council President Christopher shared that *"Summer Slam Dunk"* would take place Tuesday night and that questions could be directed to Parks Member, Clark Williams.

Chief Adams reported that Jeff Kuhns was selected as the supervisor of the community services unit. The department would also be interviewing 12 candidates for the lateral police officer position.

Public Works Director, Rob Kissler reported that the city set a record selling 166,000,000 gallons of water for the month of June. He went on to share that the Plymouth Drive construction was taking place and a pre-construction meeting regarding the river wall would take place within the week.

Mr. Kissler reported that Doug Hobart from MGM had shown interest in doing a movie scene at the Meadows Park. The studio would cover any damage to the park. He asked for consensus from the Council to investigate the request.

It was the consensus of the Council to allow Mr. Kissler to investigate this option.

Responding to questions, Mr. Kissler reported that the contractor for River Road would like to work to take place at night although a sign contract had not been formalized.

PUBLIC HEARINGS

a. Chemawa Activity Center Plan (continued from July 10, 2000)

Mayor Newton re-opened the public hearing

City Manager Eppley noted that during the last meeting staff was directed to create an exploratory agreement that was provided to the Council. He stated he did not feel comfortable making a specific recommendation at this point and did not feel any disadvantage or advantage to entering into this with the developer.

Public Testimony

Bob Herberger, 2805 Chemawa Road NE, Keizer- spoke as Gubser Neighborhood Association President. He summarized for the board of directors and property owners in Area A LLC. He stressed that they were not against the development of the Chemawa Interchange, but noted that the process was posing difficulties for them.

Mr. Herberger stressed that the decisions needed to be made to the plan and developers then notified. He felt that proposals could be accepted from developers at that time. Mr. Herberger urged the Council to utilize all the neighborhood associations and use their suggestions to minimize the effect to the neighborhoods in Keizer. He addressed a petition submitted to the City and signed by property owners in Area A.

Mayor Newton thanked Mr. Herberger for his testimony.

Doug Parrow, 6782 Amy Lane, Keizer- stressed as a property owner in the Gubser Neighborhood would have to live with the results that would be brought about by the development of the Chemawa Activity Center. Mr. Parrow supported the recommendations to the plan as stated by the Planning Commission. He pointed out the problems that Woodburn's downtown area was experiencing due to the development on the interchange and urged the Council to consider this while reviewing the plan for retail development.

Mr. Parrow expressed that the current development proposal was not consistent with the plan and ignored the plan as it was written. He felt it was important for the City to seek ways to develop the area as the plan was written.

Mitch Teal, Prudential Real Estate, 1418 Arabian Street, Salem- supported cautious development of the Chemawa Activity Center area reviewing recommendations that were made by the Task Force and

Planning Commission.

Jeff Boucher, 126 Cedar Bluff Drive, Keizer-had been a resident and businessman in Keizer his entire life. He felt expanding the retail area in the Chemawa Activity Center would damage the businesses along River Road. He urged more light industry in the area as a better option which would offer a higher wage to people in the area.

Dale Johnson, representing Chemawa Management LLC- has agreements to consolidate one-half the property in Area A. Mr. Johnson stated they were in favor of the progress that was taking place.

Rod Stubbs, 3460 Dogwood Drive South, Salem-noted he had been working on the project for the past 20 years. Mr. Stubbs supplied a time chart and reviewed this with the Council. He noted the interest that is being shown to develop the area and encouraged the City to proceed with Chuck Sides proposed plan.

Responding to questions, Mr. Stubbs stressed it would be in the City's best interest to move forward with the proposal. Mr. Stubbs went on to state he had a client, who would fund 100% of the infrastructure if the City would use local improvement districts that could be underwritten.

Mayor Newton thanked everyone for his or her input.

City Attorney, Shannon Johnson suggested that the public hearing be continued to allow staff to investigate ODOT issues and land use concerns.

Responding to questions, Mr. Johnson noted a work session could be scheduled, but it must be made clear that it would be noticed as a work session. He went on to question the Council whether the work session would be to consider the proposal from the developer or to review the details of the plan as recommended by the Planning Commission.

Councilor McGee noted it would be the latter. He stressed that there were many loose ends that would need to be addressed.

Councilor Keller requested clarification regarding the exploratory agreement noting his understanding by signing this agreement would make it exclusive to one developer and the legal aspects that this would address. He stated he would also like to see information regarding the developers expertise and financial ability to take on the project before moving forward with an agreement.

Councilor Moir expressed the need for discussion with ODOT regarding the exploration and use of tribal land.

Councilor McGee agreed with Councilor Keller's remarks and stated that he felt it was not prudent for the City to sign the agreement until further information could be obtained.

City Manager Eppley noted the City Engineer and ODOT were working on the transportation issues and cost analysis. He indicated that staff would begin working on the issues with the activity center plan at Council's direction.

Councilor Keller suggested that the Keizer Urban Renewal Board and the Planning Commission to part of the work session.

Mayor Newton agreed and requested that it be noticed as a land use action to change the plan.

Mr. Johnson indicated for the work session there were no notice requirements.

The Council and staff discussed what type of information would be detailed during the work session. They reviewed situations with ODOT and the "jug handle", the square footage and acreage limitations for retail in the area and the issues of Radiant Drive.

Mayor Newton stressed that the City is sensitive to the Gubser Neighborhood Association regarding the development, but felt developing the area would be in the best interest of the City.

City Attorney, Shannon Johnson noted the best way to evaluate the plan would be to review the criteria. He read the criteria from the plan and noted testimony had not been received pertaining to the criteria in the plan and stressed that was what was needed.

The Council discussed the 11 acres addressed in the Chemawa Activity Center Plan.

Councilor Moir noted in recent testimony the suggestion of other interested developers. She urged these developers to come forward with a plan.

Mayor Newton continued the public hearing until August 21, 2000.

After discussion it was the consensus of the Council to hold a work session Monday, July 24th at 7:00 p.m. regarding the Chemawa Activity Center Plan. The Keizer Urban Renewal Board and the Planning Commission would be invited to attend.

b. RESOLUTION- Forming Sparrow Addition Street Lighting District ORDINANCE-Spreading Assessments to Sparrow Addition Street Lighting District

Mayor Newton opened the public hearing.

No public testimony was brought before the Council.

Councilor Keller moved a Resolution Forming Sparrow Addition Street Lighting District. Councilor Moir seconded the Motion.

The motion passed unanimously as follows:

AYES: Christopher, Keller, McGee, Moir, Newton and Wilson (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

Councilor Keller moved a bill for an Ordinance spreading Assessments to Sparrow Addition Street Lighting District. Councilor McGee seconded the Motion.

The motion passed unanimously as follows:

AYES: Christopher, Keller, McGee, Moir, Newton and Wilson (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

ADMINISTRATIVE ACTION

a. RESOLUTION- Adopting City of Keizer Personnel Policies Regarding Salary

Dianne Hunt, Human Resources Director reported that the subcommittee had reviewed the policies. She reported the suggested additions to the policies and noted that the committee had recommended that these changes go into effect July 1, 2000.

Council President Christopher moved a Resolution Adopting Keizer Personnel Policies Regarding Salary, (Repealing Salary Policy R99-1149). Councilor McGee seconded the Motion.

Councilor McGee noted the need for a budget note to be placed allowing the salary survey to be completed every three years.

The motion passed unanimously as follows:

AYES: Christopher, Keller, McGee, Moir, Newton and Wilson (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

b. RESOLUTION- Adopting City of Keizer Personnel Policies Regarding Vacation, Personnel Records and Technology

Human Resources Director, Dianne Hunt reported the additions made to the policies regarding the re-evaluation of the personnel policies by the Personnel Policy Subcommittee.

Council President Christopher moved a Resolution Regarding Personnel Policies Regarding Vacation Leave, Personnel Records and Technology (Repealing Section 7 of R98-1049 and Sections 2.6 and 6.2 of Personnel Policies adopted by R98-1051). Councilor McGee seconded the Motion.

The motion passed unanimously as follows:

AYES: Christopher, Keller, McGee, Moir, Newton and Wilson (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

c. RESOLUTION- City Council Rules of Procedure (Repealing R93-685 and R95-832)

City Recorder Tracy Davis submitted the Council Rules of Procedure and recommended that the Council make a final review of the procedures. If no additional changes were necessary she requested that the Council adopt the Resolution.

Councilor Moir noted a call from Ken Gierloff addressing the issue of allowing someone representing a group ten minutes to speak rather than five. She questioned the Council if this is what they would like to do.

It was the consensus of the Council to remain with five minutes of speaking time and to monitor the document.

Councilor Keller moved a Resolution Adopting City of Keizer Council Rules of Procedure (Repealing R93-685 and R95-832). Councilor Moir seconded the Motion.

Councilor McGee noted typographical errors on page 9,10 and 13. It was the consensus of the Council to make these corrections.

The motion passed unanimously as follows:

AYES: Christopher, Keller, McGee, Moir, Newton and Wilson (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

d. RESOLUTION- Authorize City Manager to Award Bid for Flood Mitigation Project #2

Public Works Director, Rob Kissler reported that three bids were received and it was recommended based on the bids to award the bid to Steve Hoskins in the amount of $12,678.00 each.

Councilor Keller moved a Resolution Awarding Bid for Flood Mitigation Project #2 and Authorizing the City Manager to Enter into Building Purchase and Removal Agreement with Steve Hoskins. Councilor Moir seconded the Motion.

The motion passed unanimously as follows:

AYES: Christopher, Keller, McGee, Moir, Newton and Wilson (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

CONSENT CALENDAR

None

WRITTEN COMMUNICATIONS

No written communications were brought before Council

AGENDA INPUT

August 7, 2000
7:00 p.m. Keizer City Council Meeting
Transportation System Plan Public Hearing-continued

from 6/5/2000
Appointment to Council Position #5
Street Lighting District Assessments
Delinquent Sewer Account Assessments
Land Use Appeal-Variance/Floodplain Development Case No 00-18
Primetime Pizza Liquor License Application Public Hearing

August 21, 2000
7:00 p.m. Keizer City Council Meeting

September 5, 2000 (Tuesday)
7:00 p.m. Keizer City Council Meeting

Mayor Newton noted the agenda items.

ADJOURNMENT

Mayor Newton adjourned the meeting at 9:08 p.m.

Tracy L. Davis
City Recorder

APPROVED:
MAYOR:

Bob Newton

COUNCIL MEMBERS:

Councilor #1 - J. L. Wilson

Councilor #2 - Lore Christopher

Councilor #3 - Jim Keller

Councilor #4 - Jacque Moir

Councilor #5 - Vacant

Councilor #6 - Jerry McGee

Minutes approved:
August 7, 2000