

AGENDA
KEIZER CITY COUNCIL
REGULAR SESSION
Monday, July 15, 2019
7:00 p.m.
Robert L. Simon Council Chambers
Keizer, Oregon

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **FLAG SALUTE**

4. **SPECIAL ORDERS OF BUSINESS**

5. **COMMITTEE REPORTS**

a. Volunteer of the Quarter Award – Darrell Richardson

6. **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.

7. **PUBLIC HEARINGS**

a. Proposed Text Amendments to the Keizer Development Code Section 2.118 (Urban Transition) – Modifying the Standards of the Urban Transition (UT) Zone

8. **ADMINISTRATIVE ACTION**

a. Waiver of Community Center Rental Fee – Marion County Reentry Initiative Annual Community Breakfast

b. **RESOLUTION** – Amending the Keizer Little League Park Long Range Planning Task Force; Amending R2018-2897; Repealing R2019-2945

- c. RESOLUTION – Adopting Policies for Keizer Parks Youth Grant Program
- d. RESOLUTION – Establishing Charter Review Committee; Repeal of R2019-2977

9. CONSENT CALENDAR

- a. RESOLUTION – Authorizing the City Manager to Purchase a 2020 BMW R1250RT-P Motorcycle for Police Department
- b. Approval of July 1, 2019 City Council Regular Session Minutes

10. COUNCIL LIAISON REPORTS

11. 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.

12. WRITTEN COMMUNICATIONS

To inform the Council of significant written communications.

13. AGENDA INPUT

August 5, 2019

7:00 p.m. City Council Regular Session

August 12, 2019

6:00 p.m. – City Council Work Session

August 19, 2019

7:00 p.m. City Council Regular Session

14. ADJOURNMENT

The City of Keizer is committed to providing equal access to all public meetings and information per the requirements of the ADA and Oregon Revised Statutes (ORS). The Keizer Civic Center is wheelchair accessible. If you require any service that furthers inclusivity to participate, please contact the Office of the City Recorder at least 48 business hours prior to the meeting by email at davist@keizer.org or phone at (503)390-3700 or (503)856-3412. Most regular City Council meetings are streamed live through the City's website and cable-cast on Comcast Channel 23 within the Keizer City limits. Thank you for your interest in the City of Keizer.

CITY COUNCIL MEETING: July 15, 2019

AGENDA ITEM NUMBER: _____

TO: MAYOR CATHY CLARK AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

**FROM: TRACY L. DAVIS, MMC
CITY RECORDER**

SUBJECT: VOLUNTEER OF THE QUARTER AWARD

ISSUE:

The Volunteer Coordinating Committee has selected Darrell Richardson as the recipient of the Volunteer of the Quarter award for the second quarter of 2019. Mr. Richardson was nominated by Matt Lawyer with supporting letters from Richard Walsh, Clint Holland, Randy & Cheri Miller and Garry Whalen. The nomination and supporting letters are attached.

Mr. Richardson has been invited to the meeting to accept the award. Our thanks and congratulations to Mr. Richardson for his contributions to our community.

A new submission has been received for Volunteer of the Quarter Nomination at 05/15/2019 11:52 AM

Name of Nominee: Darrell Richardson

Address of Nominee: 3965 Rivercrest Keizer OR 97303

Nominee Phone Number or Contact Information: 503-800-1391

Each quarter the City of Keizer recognizes an individual or group of individuals for their contributions to the community. This award is designed to recognize the achievement and to encourage actions that enhance the city of Keizer, the community and the lives of our citizens. Process for Award of Nomination: (1) A written nomination form is submitted to the Keizer City Recorder, P.O. Box 21000, Keizer, Oregon or submitted by clicking the submit button on this form. (2) Additional letters of support, supplementary information such as pictures, news stories, biographical information, or other materials that show the project or contribution of the nominee may be included. (3) The nomination will be reviewed and decided by the Volunteer Coordinating Committee. The nominator may be requested to attend a meeting of the committee to answer questions and explain the nomination in further detail. (4) The award will then be presented at a regular meeting of the Keizer City Council. *Please provide a brief description, including the dates or time period, of the nominee's contributions and the reason why you are nominating for this award:

For more than 25 years Darrell has been the caretaker at Sunset Park. He has spent countless hours mowing, cleaning and caring for his neighborhood park. Darrell has been an advocate for parks in Keizer and a strong proponent for positive park activity and the well-being of park users. There are countless stories of the good ol' days, doing what was needed to keep Sunset a great park to be at and enjoy the river. Many stories of younger ne'er-do-wells going down and participating in less than productive activities. Darrell was there to course correct these young people and keep the integrity of the park intact. His service at Sunset may be drawing to a final chapter, but the impact Darrell has had will forever be cemented in the eyes of Keizer as a guy who just got things done, because it was the right thing to do.

Please explain the impacts these contributions have had on the city of Keizer or the Keizer community::

Darrell's efforts have saved the city thousands of dollars in time and material costs. He embodies the essence of pride, spirit and volunteerism. He never asks for anything other than the ability to be a good parks steward and an ability to take pride and ownership in his park, Sunset Park.

Your Name: Matt Lawyer

Your Address: 7055 Pierce Dr N keizer OR 97303

Your contact information (email or phone): 808-393-8700
mattlawyer82@yahoo.com

June 8, 2019

City of Keizer

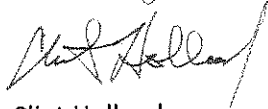
I would like to nominate Darrell Richardson for volunteer of the quarter. Darrell has done so much volunteering at Keizer Rotary Amp, Dog Park and most of all Sunset Park.

Darrell is a great volunteer.

Sincerely

A handwritten signature in cursive script, appearing to read "Randy & Cheri Miller".

Randy & Cheri Miller

A handwritten signature in cursive script, appearing to read "Clint Holland".

Clint Holland

From: [Richard Walsh](#)
To: [Lockhart, Debbie](#)
Subject: RE: Parks Board meeting reminder
Date: Wednesday, June 12, 2019 7:28:10 PM

Debbie, thanks for the park minutes. I note in the minutes that Daryl is moving. Have Daryl and Shirley already been nominated for volunteer of the quarter or have they already received the award for their work at Sunset park? If not I would like to nominate Daryl Richardson for volunteer of the quarter? Will anyone on the Parks Board join in the nomination? He has devoted 35 years to taking care of Sunset Park and has made that park a treasure for the neighborhood for literally generations. Even when the rest of the city went into hibernation, Sunset park was always able to be used by residents of Keizer. In part due to his hard work and dedication, that park offered the residents of Keizer with its only high quality river front access on the Willamette River for decades before Keizer Rapids Park was created.

If he already got the award maybe some other form of honor should be considered after his many years of service and dedication to this Keizer Park. (maybe a permanent bench with their names on it at Sunset Park?)

Maybe we do both?
What do you think?

Rich

From: [GARRY WHALEN](#)
To: [Lockhart, Debbie](#)
Subject: Volunteer Coordinating Committee
Date: Friday, May 31, 2019 7:32:34 AM

This letter is sent to nominate Darrell Richardson to be recognized as Volunteer of the Quarter. Darrell's service to Keizer extends far beyond 1 quarter. For nearly 3 decades Darrell almost singlehandedly performed any and all maintenance done at Sunset Park. Additionally he was a lead volunteer of projects to build Keizer Rapids Amphitheatre, the Big Toy, as well as water lines and irrigation systems for the dog park and the Rotary Arboretum. Always willing to step forward to get things done without expecting anything in return Darrell used his skills and knowledge to benefit Keizer citizens. Darrell is the poster child for "VOLUNTEER" and is deserving of this recognition for Volunteer of the Quarter.

Sincerely,

Garry Whalen

VOLUNTEER OF THE QUARTER

Second Quarter 2019

Presented to

Darrell Richardson

*With sincere gratitude and appreciation for your
volunteer contributions to the
Keizer Community.*

Cathy Clark

Mayor – City of Keizer

Daisy Hickman

Volunteer Coordinating Committee Chair

COUNCIL MEETING: July 15, 2019
AGENDA ITEM NUMBER: _____

TO: MAYOR CLARK AND CITY COUNCIL MEMBERS

THROUGH: CHRIS EPPLEY, CITY MANAGER
NATE BROWN, COMMUNITY DEVELOPMENT DIRECTOR

FROM: SHANE WITHAM, SENIOR PLANNER

SUBJECT: Proposed text amendments to Keizer Development Code (KDC) Section 2.118 (Urban Transition) modifying the standards of the Urban Transition (UT) zone.

ATTACHMENTS:

- Section 2.118(Urban Transition) - draft

ISSUE:

The proposed text amendment will modify Section 2.118(Urban Transition) of the Keizer Development Code (KDC). The changes will:

- Update inaccurate/irrelevant language
- Give an exemption for CUP approval for parcels under ½ acre
- Allow ALL uses in underlying Comp Plan/Zoning designation (LDR/RS) - (ex: ADUs, accessory buildings, etc.)
- Expand the automatic rezone provision to include Partitions
- Retain CUP process for properties ½ acre and larger (which helps to maintain efficiency, appropriate density, and connectivity)

The Planning Commission held a public hearing on March 6, 2019 which was carried forward to April 10, 2019, which was carried forward to May 8, 2019. Ultimately, Planning Commission voted to support the proposed amendments unanimously.

BACKGROUND:

At the March 6th meeting, Planning Commission discussed the option of initiating a legislative rezone, and asked staff to reach out to affected property owners. A mailing was sent out to all property owners within the UT zone and at the April 10th meeting, 4 property owners testified, voicing concerns over the possibility of a legislative rezone and whether the proposed amendments would affect their ability to utilize their properties (1 property owner supported the rezone concept outright). Finally, at the May 8th meeting, Planning Commission recommended the proposed changes to the UT zone and concurred that a legislative rezone should be pursued at a later time, as staff resources allow.

RECOMMENDATION:

That the City Council open the public hearing to consider the proposed text amendments and direct staff to prepare an ordinance with findings to adopt the proposed revisions.

2.118 URBAN TRANSITION (UT)

2.118.01 Purpose

The UT (URBAN TRANSITION) zone is generally located in the north part of Keizer and includes a number of parcels which are not contiguous to each other. The zone is intended to retain and protect for future urban use properties which are undeveloped or underdeveloped and do not have available urban facilities such as sanitary sewer, water, drainage, and streets. The zone allows the continuation of legally established uses and certain other limited uses that will not interfere with the efficient, later use of the land for urban development. Properties that have available urban services, or can be served by the City's infrastructure system will be allowed to develop with a demonstration that the efficient use of the land proposed for development will be made and will not impair the development of surrounding properties.^(5/98)

2.118.02 Permitted Uses

The following uses, when developed under the applicable development standards in this Zoning Ordinance, are permitted in the UT zone:

- A. Lawful uses other than those listed in this Section 2.118.02 on a property at the time of the effective date of this zone except as provided in Section 2.118.03. ^(5/98)
- B. **Farm use.** ^(5/98)
- C. The propagation of **forest products.** ^(5/98)
- D. **Public and semi-public buildings and structures** rendering direct service to the public in local areas, such as fire stations, utility substations, pump stations, reservoirs, and electrical transmission lines. ^(5/98)
- E. **A mobile home customarily provided in conjunction with farm use** subject to an agreement requiring removal if the property is subsequently placed in a zone that does not permit mobile homes. ^(5/98)
- F. **A mobile home subject to an agreement** requiring removal if the property is subsequently placed in a zone that does not permit mobile homes, and subject to Sections 2.118.10 and other applicable standards^{1, 2.118.12, and 2.118.13.} ^(5/98)
- D. **Nursery.** ^(5/98)
- H. **Child foster home** for five or fewer children. ^(6/99)

- I. For parcels less than ½ acre in size, any permitted or special permitted use listed in the most restrictive zone in this zoning ordinance that can be applied in the applicable Comprehensive Plan designation.

2.118.03 Conditional Uses

The following uses may be permitted subject to obtaining a conditional use permit (see [Section 2.118.04](#)):

- A. For parcels ½ acre or larger, any permitted use listed in the most restrictive zone in this zoning ordinance that can be applied in the applicable Comprehensive Plan designation subject to meeting the criteria in Section 3.103.03, as well as Section 2.118.04. (5/98)
- ~~B. Expansion or replacement of a use permitted under Section 2.118.02 subject to meeting the criteria in Section 3.103.03.~~ (5/98)
- BC. Commercial and industrial activities in conjunction with farm or forest use occurring on the same parcel. (5/98)
- CD. Use of a mobile home as a temporary hardship dwelling subject to Section 2.406. (5/98)
- ~~E. Single family dwelling meeting criteria in Section 2.118.04 and Sections 2.118.11, 2.118.12, and 2.118.13.~~ (5/98)
- F. D. Child foster home for six, seven or eight children, providing such home:
1. Is properly accredited by the Council on Accreditation on Child and Family Programs;
 2. Be located on a lot of no less than 16,000 square feet;
 3. The lot shall be located on an arterial or major collector street;
 4. Shall be no less than 2,400 square feet in size, excluding attached garages, carports, patios, and all unfinished space;
 5. Shall have setbacks for all structures of no less than 16 feet on each side and 30 feet along the back of the property;
 6. Shall have usable paved off-street parking for no less than 6 vehicles, plus one additional usable off-street paved parking space is to be provided for each foster child that owns or is the principal driver of any vehicle;
 7. At least on half of the lot area (no less than 8,000 square feet) shall consist of open space, grass and landscaping, including landscaping area at least 8

feet wide for permanent visual screening along the sides and back of the property. (which landscaping along sides and back of the property shall be designed for a minimum height of no less than 6 feet after five years) Decks, patios, paved areas, and parking areas, (paved or unpaved) shall not be included when calculating the amount of required open space, grass and landscaping.

8. Is not located within one-half (1/2) mile of another child foster home of six to eight children, as measured between the closest lot lines of the existing child foster home and the proposed child foster home.

All child foster homes shall meet all applicable laws and regulations, including, but not limited to, applicable building codes. (6/99)

2.118.04 Conditional Use Criteria

Before a conditional use permit may be approved, it must be found that the following criteria applicable to the proposed use will be satisfied:

- A. The use will not increase traffic beyond the capacity of existing roads. (5/98)
- B. It will be located in such a manner that any significant unused portion of the property has adequate development options and will not restrict development options on adjacent properties. (5/98)
- C. The use can utilize rural services or existing urban services, and will not individually or together with nearby uses increase pressure for installation of new urban services. (5/98)
- D. The use meets the development standards of the most restrictive zone in the zoning ordinance consistent with the Comprehensive Plan designation. (5/98)
- E. The expansion will result in an accumulated increase of no greater than 50 percent of the total ground floor and outside storage area lawfully existing on the effective date of the application of this zone to the property. (5/98)
- F. The Comprehensive Plan designation clearly indicates that the use to be expanded will be a permitted use in the zones typically applied in the applicable designation. (5/98)
- G. No new residential structures or mobile homes except as provided for in section 2.118.02.E are permitted unless the area is designated for residential development and the most restrictive zone would permit the residential use or mobile home. (5/98)

2.118.05 Development Standards

The standards and regulations in this chapter and the additional standards and regulations referenced in the Development Code apply to all lots, structures and uses

unless indicated otherwise.—No structure or use shall be approved until all requirements in this chapter have been satisfied. (5/98)

The provisions of this chapter are complementary and supplementary to other provisions of this ordinance. In the event of a conflict between a provision of this chapter and a more restrictive provision of this ordinance applicable to a particular lot, structure or use, the more restrictive provision shall apply. (5/98)

2.118.06 Height

Within an UT zone, there is no height limit except a maximum of 35 feet for dwellings, and structures associated with special uses, and conditional uses. Buildings and structures erected, altered, or enlarged shall not exceed 45 feet in height. ~~Greater height may be requested and approved as a conditional use.~~ (5/98)

2.118.07 Dimensional Standards

The following dimensional standards shall be the minimum requirements for all development in the UT Zone except for modifications permitted under Section 2.202, General Exceptions or as required in Section 2.4. (5/98)

A. Minimum Yard Setback Requirements

SETBACKS	Residential Uses	Non-Residential Uses
Front	10 feet (5)	20 feet
Side	5 feet (1)	10 feet
Rear	(2)	20 feet
Street-side (3)	10 feet	20 feet
Garage Entrance (4)	20 feet	20 feet

- (1) *Zero side yard dwelling units are subject to the setback provisions in Section 2.404. (5/98)*
- (2) *The rear yard setback shall be as follows: 14 feet for a 1-story home; 20 feet for a 2-story home. (5/98)*
- (3) *Setbacks are measured from property lines, not easement lines. However, no structure shall be placed any closer than five feet from the edge of an access easement or 20 feet from the right-of-way of an arterial or collector street. (5/98)*
- (4) *The garage entrance setback shall be measured from the property line or edge of private access easement to the entrance of the garage. The centerline of the driveway shall be measured if the driveway to the garage entrance is not perpendicular to the property line or private access easement. In no case shall a garage be set back less than the minimum front, side, and rear setbacks. (5/98)*
- (5) *The minimum front setback from an access easement shall be ten (10) feet. (10/15)*

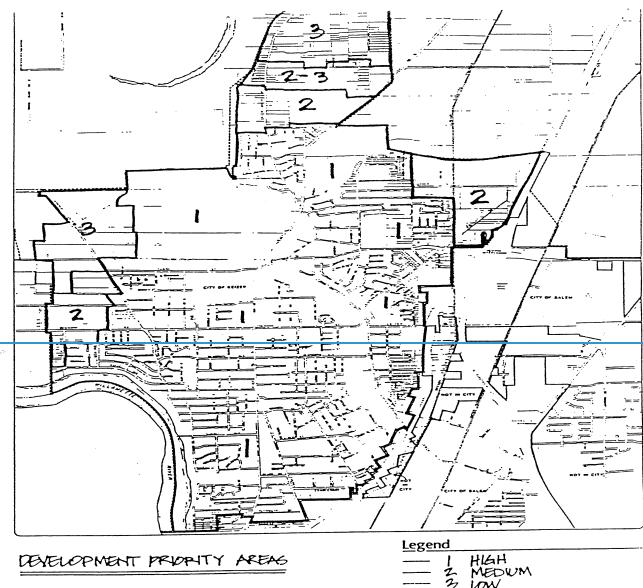
2.118.08 Other Development Standards

All development in the UT Zone shall comply with the applicable provisions of this Ordinance. The following includes referenced items as well as additional development requirements:

- A. **Off Street Parking:** Parking shall be as specified in Section 2.303. (5/98)
- B. **Subdivisions and Partitions:** Land divisions shall comply with provisions of Section 2.310. (5/98)
- C. **Yards and Lots:** Yards and lots shall conform to the standards of Section 2.312. (5/98)
- D. **Design Standards** - Unless specifically modified by provisions in this Section, buildings located within the UT zone shall comply with the following standards: (5/98)
 - 1. Single family homes shall comply with the design standards in Section 2.314. (5/98)
- E. **Signs:** Signs shall conform to the requirements of Section 2.308. (5/98)
- F. **Accessory Structures:** Accessory structures shall conform to requirements in Section 2.313. (5/98)
- G. **Landscaping:** A minimum of 30% of the property shall be landscaped, including all required yards. Landscaped areas shall be landscaped as provided in Section 2.309. (5/98)
- H. **Lot Coverage:** The maximum coverage allowed for buildings, accessory structures and paved parking shall be 70%. (5/98)

2.118.09 Development Priorities and Growth Management

The City of Keizer Comprehensive Plan establishes priorities for the future expansion of public facilities and services to currently unserved areas in the City. These unserved areas are in an UT or EFU zone. The map shown on Figure 2.118-1



indicates three development priorities for the UT and EFU zoned areas in the City. Priority 1 areas are surrounded by or are immediately adjacent to areas where public sewer and water currently exists, where LIDs or other commitments for service extension are approved, and where new growth is likely during the next 10 years. Priority 2 areas have a medium priority for service extensions, and will likely experience new growth in 5 to 15 years. Priority 3 areas have a low priority for service extensions, and are not expected to experience growth for 10 to 20 years. The following development standards apply to these development priority areas. (5/98)

2.118.0910 Divisions of Land and Automatic Rezoning

- A. A subdivision, residential planned development or other residential development involving the division of land into 4 or more lots intended to be occupied by dwellings or mobile homes, or the establishment of a mobile home park, may be considered on property in the UT zone if public sewer and water will be available at the time of development. Notwithstanding the zone change procedures in Section 3.1, upon approval and recordation of the plat, or establishment of the mobile home park, the land included in the plat or park shall automatically be rezoned to the RS (SINGLE-FAMILY RESIDENTIAL) Zone. (5/98)
- B. Residential developments that are not allowable in the RS zone may only be considered as part of, or subsequent to, a change to a zone that allows the proposed development. (5/98)
- C. Notwithstanding the zone change procedures in Section 3.110, upon approval and recordation of a partition plat, the land included in the plat shall automatically be rezoned to the RS (SINGLE FAMILY RESIDENTIAL) Zone.
The following regulations shall apply when property line adjustments and partitionings of land within the UT zone are proposed: (6/16)
 - 1. Existing parcels with dwellings may be separated from the remaining property provided the dwelling parcel does not preclude future redevelopment of the remaining parcel to maximum densities allowed in the Comprehensive Plan designation, and any additional street right-of-way required by adopted standards is dedicated along the parcel's street frontage. In addition, the following minimum lot sizes apply for the parcel containing the dwelling: (5/98)
 - a. Served by both public sewer and water: 65,000 square feet. (5/98)
 - b. Lacking public sewer or water: 20,000 square feet. (5/98)

- c. Lacking both public sewer and water: 1 acre ~~in priority 1 and 2 development areas, 2 acres in priority 3 development areas~~. (5/98)
- 2. Street and drainage improvements applicable to any parcel created under Subsection 1 shall be imposed at the time the remnant parcel is developed for urban use. (5/98)
- 3. The location of parcel lines shall not significantly reduce feasible options for the future location of urban roads or services, or preclude basic development options on the property or adjacent properties. A development plan may be required which indicates how the proposed division will not preclude future development at densities allowed in the Comprehensive Plan. (5/98)
- ~~4. Partitioning of land creating an undeveloped parcel of less than 5 acres in area shall not be allowed in Priority 2 and 3 areas. Minimum lot dimension standards in Priority 2 and 3 areas are: (5/98)~~
 - ~~a. The property shall have no dimension less than 100 feet. (5/98)~~
 - ~~b. The property shall have not less than 100 feet of frontage on a dedicated street that shall have a right-of-way width of not less than 40 feet. (5/98)~~

2.118.101 Requirements for On-Site Sewage Disposal Permits

The following conditions shall be met prior to the approval of an on-site sewage disposal system permit in conjunction with other criteria when applicable:

- A. The property shall not lie within the boundary of a sewer service district as it was drawn prior to the inclusion within the City limits or within the boundary of an improvement district for sewer services that has been proposed by the City. (5/98)
- B. The property must lie more than 300 feet in a straight line from an existing sewer line which can be extended to the property to provide gravity sewer service. (5/98)
- C. The property shall not be serviced by a city or district water system. (5/98)
- D. The property owner shall sign a non-remonstrance agreement for future sewer service by the City. (5/98)
- E. The property shall have no dimension less than 100 feet. (5/98)
- F. The property shall have not less than 100 feet of frontage on a dedicated street which shall have a right-of-way of not less than 40 feet. (5/98)
- G. Applicant shall have obtained from the County Sanitarian a favorable site evaluation to install an on-site sewage disposal system. (5/98)

- H. The applicant will be required to connect the proposed improvements to the public sewer system if, in the future, the public sewer system comes to within 300 feet of the buildingproperty. (5/98)

COUNCIL MEETING: July 15, 2019

AGENDA ITEM NUMBER: _____

TO: MAYOR CLARK AND CITY COUNCIL MEMBERS

**FROM: CHRIS EPPLEY
CITY MANAGER**

**THROUGH: TRACY L. DAVIS, MMC
CITY RECORDER/COMMUNITY CENTER MANAGER**

**SUBJECT: WAIVER OF COMMUNITY CENTER FEE – MARION COUNTY REENTRY
INITIATIVE ANNUAL COMMUNITY BREAKFAST**

ISSUE:

The Marion County Reentry Initiative (MCRI) program has requested a waiver of the rental fee and deposits for use of two Iris Rooms in the Keizer Community Center for their 11th annual community breakfast on Tuesday, October 1, 2019. The event is free and open to the public. The mission of MCRI is to rebuild lives, promote community safety, and save taxpayer money. The program helps individuals who are reentering our community after incarceration. The MCRI program is funded through donations and sponsorships. Additional program details are included in the attachment.

The rental rates for the Keizer Community Center provide a 20% discount for Keizer Governmental partners (i.e. Marion County). The rental rate for two Iris Rooms for this event will be \$640 plus the refundable security/cleaning deposit of \$1150. Event staff is included in the rental rate.

Options for Council Consideration for the Marion County Reentry Initiative Annual Community Breakfast:

1. Grant the request for a complete rental fee waiver (room rental including staffing and security/cleaning deposit)
2. Deny the request for a complete rental fee waiver (room rental including staffing and security/cleaning deposit)
3. Waive the security/cleaning deposit but charge the room rental fee of \$640 (includes staffing)
4. Waive the room rental fee and security/cleaning deposit but charge \$80 for the staffing costs.

The City Council does not have the ability to waive the requirement for a certificate of general liability insurance.

RECOMMENDATION:

Staff recommends the City Council discuss the request, consider the options presented, and then direct staff accordingly.

Davis, Tracy

From: Lorrie Biggs <LMBiggs@co.marion.or.us>
Sent: Tuesday, June 18, 2019 4:41 PM
To: Davis, Tracy
Cc: Lisa Trauernicht; Tamra Goettsch
Subject: City of Keizer - Community Center Fee Waiver Request
Attachments: 11th Annual Giving People a Second Chance Community Breakfast Info Sheet.pdf

Hi Tracy,

On behalf of the Marion County Reentry Initiative program we respectfully request a rental fee/deposit waiver in the form of an in kind donation for the use of the City of Keizer Community Center, Iris rooms A and B for October 1, 2019.

The Marion County Reentry Initiative (MCRI) is a collaborative effort involving community corrections, education, law enforcement, health and non-profit agencies working together to rebuild lives, promote community safety, and save taxpayer money by breaking the cycle of criminal activity.

MCRI Mission

To rebuild lives, promote community safety, and save taxpayer money.

MCRI works to reduce crime and recidivism by offering coordinated services which are critical for successful community reentry after release from incarceration. MCRI's key partners provide housing, transportation, treatment, mentoring, family strengthening, and employment services for MCRI clients.

The MCRI program helps individuals who are reentering our community after incarceration. With our numerous community partnerships we are helping individuals remove barriers which will increase their likelihood of becoming successful members of our community.

October 2019 will mark the 11th Annual Community Breakfast. Proceeds raised will go towards client assistance, providing basic needs like identification, corrective glasses, education and employment resources and support tailored to the individual needs to be successful.

This is a public community event and everyone is welcome to attend. Please feel free to join us.

Thank you for your time and consideration to our request. This event would not be the tremendous success it has been without the support of our community partnerships, volunteers and generous donors.

In addition, I have attached a handout for your City Council which explains the program and history of the program in more detail.

Please let me know if you have any questions or if you need additional information.

Sincerely,

Lorrie Biggs

Budget Analyst

Community Services

LMBiggs@co.marion.or.us

Eleventh Annual *Giving People a Second Chance* Community Breakfast

What is the purpose of the *Giving People a Second Chance* community breakfast?

The community breakfasts began in 2009 as a venue for engaging the community in the Marion County Reentry Initiative, an evidence-based, collaboration including the Marion County Sheriff's Office, District Attorney's Office, Board of Commissioners, Chemeketa Community College, Bridgeway Recovery Services, Community Action, Union Gospel Mission, and many others. Each year, breakfast events focus on different aspects of what people need to successfully rejoin the community: housing, employment, treatment, family support, mentors. As Oregon's policy has evolved, the event focus has also broadened to incorporate prison diversion strategies, in addition to reentry strategies.

Who attends the community breakfasts?

In the past, many of the annual events were held at the Broadway Commons, with seating capacity of 200 guests. Attendance has been "standing room only," with overflow seating available around the room perimeter. The guest list is an eclectic mix: faith community, business representatives, government and nonprofit program leaders and staff, families and employers of people who are or have been reentry clients. Elected officials are a prominent presence – county commissioners, district attorney, sheriff, legislators, Congressional staff and Congressman Schrader himself, mayors, city councilors, and school district and other elected board members.

Is the event a fundraiser?

There is an "ask" at the end of the event for financial contributions, volunteers, and employers willing to hire a reentry client or landlords willing to house a client. However, there is no obligation to contribute. Funds are used to support a client fund for items that grants and government funds cannot cover, such as eyeglasses, identification fees, and GED/education fees.

Is the Marion County Reentry Initiative a nonprofit 503(c) (3) organization?

MCRI is operated by Marion County, a local governmental entity. Marion County's Community Services Department receives and deposits donations and generates quarterly reports to the Marion County Justice Reinvestment Council operating under the Marion County Sheriff. The Marion County Reentry Initiative participates with nonprofit partners, such as Community Action and Bridgeway Recovery Services.

What opportunities are there for sponsorships and sponsor recognition?

Sponsorships cover event costs: continental breakfast, sound and recording at the event, video production, and venue fees. Event cost can also be sponsored through in-kind supports. Any sponsorships raised beyond the event costs are donated to the client fund. Sponsorships can be at any of four levels: \$500, \$1,000, \$1,500, or \$2,000. Sponsors are acknowledged on the event invitation, sent to an email list in excess of 800 people prior to the event, included on the event program, and announced at the event by the emcee at the outset of the program, with logos prominently appearing on a slide.

CITY COUNCIL MEETING: July 15, 2019

AGENDA ITEM NUMBER: _____

TO: MAYOR CLARK AND COUNCIL MEMBERS

THROUGH: CHRISTOPHER C. EPPLEY, CITY MANAGER

FROM: E. SHANNON JOHNSON, CITY ATTORNEY

**SUBJECT: RESOLUTION AMENDING THE KEIZER LITTLE LEAGUE
PARK LONG RANGE PLANNING TASK FORCE**

The Keizer Little League Park Long Range Planning Task Force is currently set to dissolve on August 20, 2019. At its April 24, 2019 meeting, the Task Force agreed by consensus to request a six-month extension so the baseball season could be focused on and the Task Force could pick back up in August. A six-month extension would set the dissolution date of the Task Force as February 20, 2020.

RECOMMENDATION:

Adopt the Resolution amending the Task Force.

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

ESJ/tmh

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2019-_____

AMENDING THE KEIZER LITTLE LEAGUE PARK LONG RANGE
PLANNING TASK FORCE; **AMENDING RESOLUTION NO. R2018-2897;**
REPEALING RESOLUTION NO. R2019-2945

WHEREAS, the City Council adopted Resolution No. R2018-2897 establishing
the Keizer Little League Park Long Range Planning Task Force;

WHEREAS, the City Council amended Resolution No. 2018-2897 by Resolution
No. R2019-2945;

WHEREAS, the Task Force is set to dissolve on August 20, 2019 unless extended
by City Council action;

WHEREAS, the Task Force has not completed its purpose;

WHEREAS, the Task Force desires to extend the duration date;

WHEREAS, the Keizer City Council finds it necessary and appropriate to extend
the duration date;

WHEREAS, the City Council wishes to amend Appendix "A" to extend its
duration;

NOW, THEREFORE,

BE IT RESOLVED by the City Council of the City of Keizer that Resolution No.
R2018-2897 is hereby amended by replacement of Appendix "A" with the attached
Appendix "A", and by this reference incorporated herein.

1 BE IT FURTHER RESOLVED by the City Council of the City of Keizer that
 2 Resolution No. R2019-2945 is hereby repealed in its entirety.

3 BE IT FURTHER RESOLVED that this Resolution shall take effect immediately
 4 upon the date of its passage.

5 PASSED this _____ day of _____, 2019.

6

7 SIGNED this _____ day of _____, 2019.

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 Mayor

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 City Recorder

Appendix “A” City Council Task Force

Name: Keizer Little League Park Long Range Planning Task Force

Purpose: To make recommendations to the Keizer City Council regarding long range planning for maintenance and improvements at Keizer Little League Park.

Membership: The Task Force shall consist of nine members. One (1) member shall be the Keizer Mayor, two (2) members shall be Keizer City Councilors, one (1) member shall be a Keizer Parks and Recreation Advisory Board member, and one (1) member shall be from the business/Keizer Chamber community. These members shall be appointed by the City Council and announced at a regularly scheduled Council meeting. In addition, two (2) members shall be from Keizer Little League of which one of the members shall be the then-current president of Keizer Little League and the other shall be appointed by the Keizer Little League board and two (2) members shall be from McNary Youth Baseball of which one of the members shall be the then-current president of McNary Youth Baseball and the other shall be appointed by the McNary Youth Baseball board. The Task Force will be staffed by a non-voting staff liaison to be appointed by the City Manager.

Since all members are non-liaison voting members, no member may have a substitute or proxy appear for them.

Chair and Vice-Chair: The Task Force Chair will be the Mayor. The Task Force will elect the Vice-Chair at the first meeting.

Meetings: The Task Force shall meet as determined by a majority of the members. All meetings of the Task Force shall follow Robert Rules of Order Newly Revised and the Oregon Public Meeting Laws.

Attendance: It is the duty of each member to attend at least 75% of the meetings each calendar year. When a member is unable to attend a meeting, the member shall notify the Chair. Members of the Task Force may be removed by a two-thirds majority vote of the City Council.

Duration: This Task Force shall be dissolved no later than February 20, 2020, unless extended by City Council action. However, the Task Force can make recommendations to City Council at any time.

CITY COUNCIL MEETING: July 15, 2019

AGENDA ITEM NUMBER: _____

TO: MAYOR CLARK AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

**FROM: BILL LAWYER
PUBLIC WORKS DIRECTOR**

SUBJECT: PARKS YOUTH GRANT PROGRAM

DATE: July 9, 2019

BACKGROUND:

The Parks and Recreation Advisory Board discussed amending the Parks Grant program to provide more opportunities for youth to participate in the program to add improvements to the parks system. The primary change to the program is to allow for materials to be funded for youth projects as opposed to them being strictly a reimbursement project as the existing Grant Program requires.

The Parks and Recreation Advisory Board approved a motion at the June 11th, 2019 meeting recommending the City Council adopt a Resolution implementing a Youth Grant Program.

FISCAL IMPACT:

There is no direct fiscal impact with the adoption of the Resolution as funding for the Youth Grant Program will come from the existing Grant Program funding.

RECOMMENDATION:

Staff recommends the City Council adopt the attached Resolution creating the Parks Youth Grant Program.

Please contact me with any questions or concerns.

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2019-_____

ADOPTING POLICIES FOR KEIZER PARKS YOUTH
GRANT PROGRAM

WHEREAS, the Keizer Parks and Recreation Advisory Board requested that the City of Keizer establish a Keizer Parks Youth Grant Program that endeavors to enable and encourage Keizer youth to participate in the volunteer experience through creative projects to improve the quality of the parks system;

WHEREAS, the City Council desires to adopt a policy that allows the Keizer Parks Youth Grant Program to operate in a fair and efficient manner;

NOW, THEREFORE,

BE IT RESOLVED by the City Council of the City of Keizer that the policy relating to the Keizer Parks Youth Grant Program attached as Exhibit "A" and by this reference incorporated herein is hereby adopted.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon the date of its passage.

PASSED this _____ day of _____, 2019.

SIGNED this _____ day of _____, 2019.

Mayor

City Recorder

CITY OF KEIZER
KEIZER PARKS YOUTH
GRANT PROGRAM

The City of Keizer, through its City of Keizer Parks and Recreation Advisory Board, endeavors to enable and encourage Keizer youth to participate in the volunteer experience through creative projects to improve the quality of the parks system.

A grant funding stream that allows Keizer youth to do projects ranging from maintenance, such as painting, to capital projects, such as benches or picnic tables is established to be either reimbursable or materials purchase grants. Reimbursable grant requests will follow the process in the "Parks Matching Grant Program." Materials purchase grants will follow the process below:

1. Each year, the Budget Committee and the City Council will consider the recommendation of the Keizer Parks and Recreation Advisory Board with regard to the total amount to budget for the grant programs for the upcoming fiscal year. The Keizer Parks and Recreation Advisory Board (hereinafter "Board") will have authority to approve grants each fiscal year up to the amount budgeted. All materials purchase grants must meet the requirements set forth herein.

2. Each year, the Board will solicit requests from youths up to the age of 18 for projects that will benefit parks in Keizer. To be eligible, the project must qualify under one or more of the following categories:

- a. Projects that are listed in the Keizer Parks Master Plan, or;
- b. Projects that qualifies as a City of Keizer standard park amenity, or;
- c. Projects that would improve a park or parks in Keizer.

3. Applicant shall thoroughly research the proposed project. Applicants must complete the Youth Project Fund Plan (Plan) and submit it at least two (2) weeks prior to the next Board meeting in order to be considered at that meeting. The Plan can be submitted via electronic submission, or a hard copy can be hand delivered or mailed, but must be received by the deadline to be considered at the next Board meeting. The Plan must be addressed to the Deputy City Recorder and shall consist of the following information:

Step 1: Detailed description of the project idea or one from a pre-determined list of ideas supplied by the City.

Step 2: Detailed description of the research results describing what it will take to get the project done.

Step 3: Detailed description of the steps to be taken to get the project done. Some items to consider are: Dates, Times, and People involved.

Step 4: Detailed list of all materials to be purchased. Include the following relating to the materials:

- a. Company Name
- b. Company Location
- c. Cost per item
- d. Quantity
- e. Shipping or delivery costs

Step 5: Identify someone from the Keizer City Council or the City of Keizer Parks and Recreation Advisory Board who has agreed to be the project advisor to ensure that the project does not fall through and creates a layer of accountability.

Step 6: Provide a date that staff needs to have materials purchased and available by.

Step 7: Provide a project completion date.

Step 8: Provide a detailed timeline including a project follow-up with Board.

4. Completed Plans received by the deadline will be considered at the next Board meeting. Applicants (or an authorized representative) must attend the meeting to be eligible, unless the Board votes to waive such appearance.

5. The Public Works Director or designee shall work with the Applicant to complete a Plan and proposed budget prior to the Plan being considered by the Board. Projects must meet all local, state, and federal laws for parks and recreation facilities to be considered.

6. The Board will review each proposal and make a determination on the proposal based on the following criteria:

- a. Projects that benefit the greatest number of Keizer residents and provide the “best bang for the buck”;
- b. Identified need for the project;
- c. Likelihood that the project can be accomplished on time and on budget;
- d. Other projects that have been considered and deferred (see below);
- e. Whether the proposed project is identified in the Parks Master Plan;
- f. Any other criteria the Board believes are appropriate to consider.

The Board shall give more weight to projects that are identified in the Parks Master Plan.

7. The Board may approve or deny the proposal, or they may approve it with conditions. The Board may also defer decision on the proposal due to timing of the

season or concern that other proposed or deferred projects would not be able to be funded. In such case, the Board may consider the deferred project in the same or next fiscal year. The maximum total grant awards cannot exceed the amount budgeted by the Keizer City Council each fiscal year.

8. Once a Plan has been approved, an initial meeting shall be set up between the Applicant and the Public Works Director or designee to explain the process and to determine a timeline for updates on the project. The Applicant shall report to the Public Works Director or designee the progress being made on the project as agreed to at the initial meeting. Prior to beginning the project, the Public Works Director must approve the itemized list of materials.

9. This program is for materials purchase grants only. In this program, the City purchases materials for a project. (Reimbursement grants follow the process in the Matching Grant Program.) For materials purchase grants, the City will purchase the materials directly and supply them to the Applicant. The Applicant must have the Plan approved, will need to complete the project, have the project accepted by the City, and provide detailed expenses reports and appropriate copies of receipts for incidental costs associated with the project to receive reimbursement. If the project involves in-kind contributions, the Applicant must provide copies of invoices and receipts for donated materials, equipment, etc., the number of volunteers, and the number of cumulative volunteer hours. The project is subject to city audit and receipts must be approved by the Finance Director.

CITY COUNCIL MEETING: July 15, 2019**AGENDA ITEM NUMBER:_____**

TO: MAYOR CLARK AND COUNCIL MEMBERS

THROUGH: CHRISTOPHER C. EPPLEY, CITY MANAGER

FROM: E. SHANNON JOHNSON, CITY ATTORNEY

SUBJECT: CHARTER REVIEW COMMITTEE – REVISED RESOLUTION

The Charter Review Committee was formed by Council on May 20, 2019. The Resolution establishing such committee indicated that the non-councilor members were to be electors (registered voters) of the City of Keizer.

At the Council worksession on July 8, 2019, Council indicated it wanted to review two options for changing the membership:

Alternative A stays with the current language regarding five citizen electors, but adds one additional position that is chosen by the council directly without the Volunteer Coordinating Committee (VCC) recommendation. This additional member would be required to be a Keizer resident, but not an elector. This would result in an eight-member committee. Though an odd number of members is usually preferable, it is in this instance not a critical issue.

Alternative B would create a nine-member committee with two Councilor members. The seven members-at-large would be required to be residents of the city for six months prior to the date of the Resolution. They would be nominated by the Volunteer Coordinating Committee.

RECOMMENDATION:

Council should review the matter and determine how it wishes to move forward. The two options Council wanted to review are set forth below:

1. Alternative A adds one member that would be chosen directly by the Council without VCC nomination and require such member to be a resident for no less than six months prior to the date of the resolution.

2. Alternative B creates a nine member committee with seven members-at-large who must be residents of the city for at least six months prior to the date of the resolution. These members would be nominated by the VCC. In this latter alternative, VCC would nominate two additional potential members.

The Council is free to choose other alternatives as well with regard to the make-up of the committee or the appointment process.

If Council chooses Option 2, Council needs to direct the VCC regarding the appointments. Council may do so by minute motion; i.e., “move to send the matter to VCC for recommendations for the two additional members.” Since the requirements would have changed to “residents” rather than “electors”, the application process will be reopened.

Please let me know if you have any questions. Thank you.

ESJ/tmh

Alternative A

Appendix "A"
City Council Committee

Name: Charter Review Committee

Purpose: The Committee will serve in an advisory capacity to the City Council relating to Charter revisions. The Committee will receive recommendations for changes to the Charter, hold public hearings on proposed changes to the Charter and recommend appropriate changes to the City Council. The Committee will provide a written report with the proposed changes to the City Council on or before December 9, 2019.

Membership: The Committee will consist of eight (8) voting members: Two (2) members shall be Keizer City Councilors to be appointed by the Mayor and announced at a regularly scheduled Council meeting, and six (6) members-at-large. Five (5) members-at-large must be **electors** in the City of Keizer and shall be nominated by the Volunteer Coordinator Committee and appointed as outlined by the City Council Rules of Procedure. One member-at-large shall be directly appointed by the City Council. This member must be a resident of the City of Keizer for not less than six (6) months prior to the date of this Resolution and remain a resident until the Committee is dissolved. The Committee will be staffed by the City Attorney and any other staff as appointed by the City Manager.

Since all members are non-liaison voting members, no member may have a substitute or proxy appear for them.

Term of Office: Each member shall be appointed for the duration of the Committee.

Chair and Vice-Chair: The Committee shall elect a Chair and Vice-Chair at the first meeting.

Meetings: Members of the Committee shall establish a regular meeting date and shall meet as deemed necessary by the Chair. All meetings of the Committee shall follow Roberts Rules of Order Newly Revised and the Oregon Public Meeting Laws.

Attendance: It is the duty of each member to attend at least 75% of the meetings each calendar year. When a member is unable to attend a meeting, the member shall notify the Chair. Members of the Committee may be removed by a two-thirds majority vote of the City Council.

Duration: This Committee shall be dissolved no later than December 16, 2019, unless extended by City Council action. However, the Committee may make recommendations to the City Council at any time.

Alternative B

Appendix "A"
City Council Committee

Name: Charter Review Committee

Purpose: The Committee will serve in an advisory capacity to the City Council relating to Charter revisions. The Committee will receive recommendations for changes to the Charter, hold public hearings on proposed changes to the Charter and recommend appropriate changes to the City Council. The Committee will provide a written report with the proposed changes to the City Council on or before December 9, 2019.

Membership: The Committee will consist of nine (9) voting members: Two (2) members shall be Keizer City Councilors to be appointed by the Mayor and announced at a regularly scheduled Council meeting, and seven (7) members-at-large. Members-at-large must meet the following requirement:

a. Must be **residents** of the City of Keizer for not less than six (6) months prior to the date of this Resolution and remain residents until the Committee is dissolved.

The seven (7) members-at-large shall be nominated by the Volunteer Coordinator Committee and appointed as outlined by the City Council Rules of Procedure. The Committee will be staffed by the City Attorney and any other staff as appointed by the City Manager.

Since all members are non-liaison voting members, no member may have a substitute or proxy appear for them.

Term of Office: Each member shall be appointed for the duration of the Committee.

Chair and Vice-Chair: The Committee shall elect a Chair and Vice-Chair at the first meeting.

Meetings: Members of the Committee shall establish a regular meeting date and shall meet as deemed necessary by the Chair. All meetings of the Committee shall follow Roberts Rules of Order Newly Revised and the Oregon Public Meeting Laws.

Attendance: It is the duty of each member to attend at least 75% of the meetings each calendar year. When a member is unable to attend a meeting, the member shall notify the Chair. Members of the Committee may be removed by a two-thirds majority vote of the City Council.

Duration: This Committee shall be dissolved no later than December 16, 2019, unless extended by City Council action. However, the Committee may make recommendations to the City Council at any time.

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2019-_____

ESTABLISHING CHARTER REVIEW COMMITTEE;
REPEAL OF RESOLUTION R2019-2977

WHEREAS, the Charter of the City of Keizer was adopted by the voters on March 29, 1983;

WHEREAS, the Charter has been amended by the voters on March 26, 1985, November 3, 1992, and November 9, 1993;

WHEREAS, the Keizer City Council established a Charter Review Committee by Resolution R2019-2977 on May 20, 2019;

WHEREAS, the Keizer City Council desires to change the membership of the Charter Review Committee;

NOW, THEREFORE,

BE IT RESOLVED by the City Council of the City of Keizer that the Charter Review Committee is hereby established as outlined in Appendix "A", which is attached hereto and by this reference made a part hereof.

BE IT FURTHER RESOLVED that Resolution R2019-2977 (Establishing Charter Review Committee) is hereby repealed in its entirety.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon the date of its passage.

PASSED this _____ day of _____, 2019.

SIGNED this _____ day of _____, 2019.

 Mayor

 City Recorder

CITY COUNCIL MEETING: July 15, 2019

AGENDA ITEM NUMBER:_____

TO: MAYOR CLARK AND COUNCIL MEMBERS

THROUGH: CHRISTOPHER C. EPPLEY, CITY MANAGER

FROM: E. SHANNON JOHNSON, CITY ATTORNEY

SUBJECT: POLICE VEHICLE PURCHASE - MOTORCYCLE

The 2019-2020 adopted City of Keizer budget includes appropriations to purchase a motorcycle for the Traffic Safety Unit. Staff has determined that a 2020 BMW R1250RT-P Motorcycle will meet the needs of the Police Department and it is available utilizing the State of Oregon purchasing contract number 6444 with Beaver State Motorcycles, LLC dba European Motorcycles of Western Oregon. The cost of such motorcycle is \$37,404.98.

RECOMMENDATION:

Adopt the attached Resolution.

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

ESJ/tmh

1 CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

2
3 Resolution R2019-_____

4
5 AUTHORIZING THE CITY MANAGER TO PURCHASE A
6 2020 BMW R1250RT-P MOTORCYCLE FOR POLICE
7 DEPARTMENT
8

9 WHEREAS, the City of Keizer budgeted funds in the 2019-2020 Police
10 Services Fee to purchase a motorcycle for the Traffic Safety Unit;

11 WHEREAS, it has been determined that a 2020 BMW R1250RT-P motorcycle
12 meets the needs of the Police Department;

13 WHEREAS, the City has determined procurement through the Oregon
14 Cooperative Procurement Program (ORCPP) provided the best price of \$37,404.98
15 from Beaver State Motorcycles, LLC dba European Motorcycles of Western Oregon;

16 WHEREAS, State of Oregon Contract No. 6444 authorizes ORCPP participants
17 to purchase motorcycles from Beaver State Motorcycles, LLC by issuance of a
18 Purchase Order;

19 NOW, THEREFORE,

20 BE IT RESOLVED by the City Council of the City of Keizer that the City
21 Manager is hereby authorized to purchase a 2020 BMW R1250RT-P motorcycle from
22 Beaver State Motorcycles, LLC for a purchase price of \$37,404.98 by issuing a
23 Purchase Order containing the mandatory language as shown on the attached exhibit.
24

1 BE IT FURTHER RESOLVED that the City Manager is authorized to take any and all
2 necessary acts to effectuate the purchase of the vehicle.

3 BE IT FURTHER RESOLVED that this Resolution shall take effect
4 immediately upon the date of its passage.

5 PASSED this _____ day of _____, 2019.

6

7 SIGNED this _____ day of _____, 2019.

8

9

10

Mayor

11

12

13

City Recorder



City of Keizer

PO Box 21000
Keizer OR 97307-1000
Phone: 503-390-3713

PURCHASE ORDER

Number
18-

TO:
Beaver State Motorcycles, LLC
2891 W 11th Ave
Eugene, OR 97402

SHIP TO:
Lt. Trevor Wenning
Keizer Police Dept
930 Chemawa Rd NE
Keizer OR 97303

PLEASE ENTER OUR ORDER FOR THE FOLLOWING:

DATE REQUIRED	SHIP VIA	TERMS 30 NET	ACCOUNT OR JOB NO.	ORDER DATE	
QUANTITY	DESCRIPTION		UNIT PRICE	AMOUNT	
1	2020 BMW R1250RT-P Motorcycle as specified in attached quote.		37,404.98	37,404.98	
	This purchase order, in addition to any exhibits or addenda				
	Attached is placed against State of Oregon Price Agreement #6444.				
	The terms and conditions contained in the Price Agreement apply				
	to this purchase and take precedence over all other conflicting terms				
	and conditions, express or implied. There are no understandings,				
	agreements or representations, oral or written, not specified herein.				

PLEASE ACKNOWLEDGE IMMEDIATELY AND STATE WHEN YOU WILL SHIP - OUR ORDER NO. MUST APPEAR ON ALL RELATED PACKAGES AND FORMS

Christopher C. Eppley, Purchasing Agent

BILLING ADDRESS IS:

PO BOX 21000
KEIZER OR 97303

BMW Motorrad
USA

Police Motors



Beaver State Motorcycles, LLC dba
European Motorcycles of Western Oregon
2891 W 11th Ave, Eugene OR 97402
541.338.0269 p - 541.338.0270 f
www.emcwor.com

2020 BMW R1250RT-P Motorcycle Pricing Quote

Jurisdiction: City of Keizer Police Department

Wednesday, July 3, 2019

Section 1: 2020 BMW R1250RT-P Standard Order Deck + VCAF \$ 25,082.75

2020 BMW R1250RT-P with Standard Order Deck Options
Standard Order Deck Color: Alpine White / Night Black
Heated Seat, Standard Height
Heated Grips
Tire Pressure Monitoring
BMW Partially Integrated ABS + BMW Automatic Stability Control (ASC)
Electronic Suspension Adjustment
Electronic Cruise Control
Additional Weather Protection

Section 2: Non-Standard Order Deck Factory Options / Special Orders \$ 1,325.00

Dynamic Package (Hill Start Control, Ride Modes Pro, Headlight Pro)
Supplemental LED Driving Lights
Keyless Ride

Section 3: Additional Items / Equipment / Customization / Services \$ 10,587.25

R1250RTW-P Prep Kit (fuel, fuel stabilizer, zip ties, velcro, misc hardware, etc)
Front & Rear Light Housing With Red / Blue Emergency LEDs
Take Down Lights
Alley Lights
Supplemental Rear Duplex Red / Blue Emergency LEDs
Supplemental Brake / Tail Lights
Supplemental Amber LED Turn Signals
Saddlebag Illumination LED Lights
Headlight Wig-Wag Activation
Front 12v Power Outlet (cigarette lighter style)
Engine Protection Plate
Note Pad Holder
Left Rear Flashlight / PR24 Holder
BMW Motorrad 2.5Ah Battery Charger
Radio Installation (all parts supplied by customer)
Radio Communication Interface (Setcom) Installation (all parts supplied by customer)
Radar Installation w/ Counter Relocation (all parts supplied by customer)
Lidar / Radar Holder Adapter Plate
Stereo Amp Installation (amp included)
Supplemental Mirrors (ADV style)
Installation of Power Control Module for laptop/printer power (PDM60 & SAE connector included)
Heated Jacket Power Cable
Oregon Temporary Permit & Oregon E Plate (state fees below)
Delivery to Jurisdiction

Total Retail Price Per Unit* \$ 36,995.00

OR HB2017 Privilege Tax (0.005% x [Section 1+Section 2+Section3]) \$ 184.98

Oregon Temporary Permit & Oregon E Plate \$ 225.00

Total Price Per Unit Including Tax \$ 37,404.98

*Price includes: base model, all referenced options, all installation labor of above identified items and equipment, and delivery to jurisdiction. Price includes only Oregon HB2017 Privilege Tax. Does not include any non-standard installation or customized services (i.e. video systems, computer mounts, printers, etc) unless listed above. Payment in full due upon delivery.

Quote is valid for thirty-days (30) from the date listed above.

Pricing is in conformance with State of Oregon, Department of Administrative Services Contract #6444.



MINUTES
KEIZER CITY COUNCIL
Monday, July 1, 2019
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor pro tem Kim Freeman called the meeting to order at 7:02 pm. Roll call was taken as follows:

Present:

Kim Freeman, Councilor
Marlene Parsons, Councilor
Roland Herrera, Councilor
Daniel Kohler, Councilor
Elizabeth Smith, Councilor

Staff:

Chris Eppley, City Manager
Shannon Johnson, City Attorney
Nate Brown, Community Development
Andrew Copeland, Police
Tim Wood, Finance Director
Tracy Davis, City Recorder

Absent:

Cathy Clark, Mayor
Laura Reid, Councilor

FLAG SALUTE

Mayor pro tem Freeman led the pledge of allegiance.

**SPECIAL ORDERS
OF BUSINESS**

None

**COMMITTEE
REPORTS**

**a. Volunteer
Coordinating
Committee
Recommendation
for
Appointments**

City Manager Chris Eppley reported that following publication of notice of vacancies on various committees, acceptance of testimony from applicants, and/or review of their applications, the Volunteer Coordinating Committee unanimously recommended *Natalie Janney* to serve on the Stormwater Advisory Committee, *Jeremy Vargas* and *Lore Christopher* to serve on the Public Arts Commission, *Bob Shackelford* to serve on the Festivals Advisory Board and *Christopher Wolfert* to serve as the 2019-20 Youth Councilor.

Councilor Herrera moved that the Keizer City Council accept the Volunteer Coordinating Committee recommended appointments. Councilor Smith seconded. Motion passed as follows:

AYES: Freeman, Parsons, Herrera, Smith and Kohler (5)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Clark and Reid (2)

PUBLIC TESTIMONY None

PUBLIC HEARING None**ADMINISTRATIVE ACTION****a. RESOLUTION – Adopting the Housing and Community Development Action Plan - One Year Use of Funds - Salem and Keizer 2019/2020**

City Attorney Shannon Johnson reminded Council that this matter had been heard at an earlier Council meeting and it is now time to adopt the plan, but there were some minor changes requested that were not included in this document.

Community Development Director Nate Brown provided details on the changes noting that 'Salem-Keizer' should be changed to 'the Salem Metropolitan Statistical Area' on page 24 and 29 of the report and that a list of funding jurisdictions included in page 7 (instead of only Salem).

Councilor Herrera moved that the Keizer City Council adopt a Resolution Adopting the Housing and Community Development Action Plan - One Year Use of Funds - Salem and Keizer 2019/2020, as amended. Councilor Smith seconded. Motion passed as follows:

AYES: Freeman, Parsons, Herrera, Smith and Kohler (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark and Reid (2)

b. Waiver of Community Center Rental Fee – Keizer Chamber of Commerce Community Conversations

City Manager Chris Eppley read the staff report.

Jonathan Thompson and *Danielle Bethell*, Keizer, representing the Chamber, provided additional information regarding the Community Conversations and the Chamber.

Councilor Parsons noted that she had requested that the first Community Conversation be focused on the KeizerFest due to complaints from the Southeast Keizer Neighborhood Association regarding the location of the event.

Councilor Herrera moved to grant the request for a complete rental fee waiver (room rental including staffing and security/cleaning deposit) for the Keizer Chamber of Commerce Community Conversations. Councilor Smith seconded. Motion passed as follows:

AYES: Freeman, Parsons, Herrera, Smith and Kohler (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark and Reid (2)

CONSENT CALENDAR

- A. RESOLUTION – Ratifying the City Manager's and Chief of Police's Signatures on Memorandum of Understanding No. 5 Relating to 2018-2021 Collective Bargaining *Unit* (corrected to 'Agreement')
- B. RESOLUTION – Authorizing the City Manager to Enter Into Agreements with Salem Sign Co., Inc., Nugent Masonry, Inc., and Northside Electric for Digital Message Board Project at Keizer Civic Center

- C. Approval of June 10, 2019 City Council Work Session Minutes
- D. Approval of June 17, 2019 City Council Regular Session Minutes

Mayor pro tem Freeman pulled Item B.

Councilor Herrera moved that the Keizer City Council adopt items A, C and D of the Consent Calendar. Councilor Smith seconded. Motion passed as follows:

AYES: Freeman, Parsons, Herrera, Smith and Kohler (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark and Reid (2)

Mayor pro tem Freeman verified the location of the digital message board. Mr. Eppley explained that the location chosen is the only place where the sign is visible from all locations.

Councilor Herrera moved that the Keizer City Council adopt item B of the Consent Calendar. Councilor Smith seconded. Motion passed as follows:

AYES: Freeman, Parsons, Herrera, Smith and Kohler (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark and Reid (2)

COUNCIL LIAISON REPORTS

Councilor Kohler provided information regarding the funeral mass and internment of former Mayor/Councilor Dennis Koho, reported on meetings and events he had attended and announced upcoming ones and congratulated the Wampler family on his retirement.

Councilor Herrera shared his thoughts regarding Dennis Koho and the recent National Association of Licensing & Enforcement Officers (NALEO) Conference he had attended, stressed the importance of everyone participating in the upcoming census, and commended Lieutenant Copeland for his part in developing BLAST Camp.

Councilor Parsons reported that the 'stumble' that occurred at the recent Volunteer Coordinating Committee meeting will be fixed, reviewed upcoming meetings and events and announced the cancellation of the Marion County Commissioners breakfast.

Councilor Smith had nothing to report.

Mayor pro tem Freeman urged everyone to be safe for the 4th of July, reported on the Keizer Rotary installation banquet, and announced upcoming meetings and events.

OTHER BUSINESS Finance Director Tim Wood wished everyone a Happy New Fiscal Year.

Officer Copeland announced National Night Out, BLAST Camp, the 5k Foot Pursuit run in partnership with the Special Olympics, and noted that the Keizer Police will be represented at the Marion County Fair. He explained how newly retired Officer Wampler will be rehired to assist until vacancies caused by the retirements of Officers Johnson, Inman, Kelly and Kuhns are filled, and commended the Keizer Fire District for a good job quelling the fire at Wallace House Park.

Community Development Director Nate Brown announced that the carving of the story poles will begin next week. The carving is funded through an Oregon Community Foundation grant and the Keizer Chamber Arts Foundation.

WRITTEN COMMUNICATIONS

Mayor pro tem Freeman brought attention to correspondence related to the Oregon League of Oregon Cities conference and shared a thank you note from Danielle Bethell with the Keizer Chamber.

AGENDA INPUT

July 8, 2019 - 6:00 p.m. – City Council Work Session
Charter Review Committee

July 15, 2019 - 7:00 p.m. - City Council Regular Session

August 5, 2019 - 7:00 p.m. City Council Regular Session

ADJOURNMENT

Mayor pro tem Freeman adjourned the meeting at 7:41 p.m.

MAYOR:

APPROVED:

~ Absent ~

Cathy Clark

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

~ Absent ~

Councilor #1 – Laura Reid

Councilor #4 – Roland Herrera

Councilor #2 – Kim Freeman

Councilor #5 – Elizabeth Smith

Councilor #3 – Marlene Parsons

Councilor #6 – Daniel R. Kohler

Minutes approved:_____

Written Communications/Testimony and Submitted Documents

representing the Traffic/Bikeways/Pedestrian Committee

Problem presented to us last month regarding the dangers for pedestrians, bicyclists, and cars on 5th street near the Holiday Swim Club pool and Willamette Manor City Park. 5th Avenue runs North/South and Huckleberry Street makes a T-intersection with 5th at the pool and park location. There are two legal unmarked crosswalks across 5th Avenue from both sides of Honeysuckle, and an unmarked crosswalk across Honeysuckle at the corner with 5th.

Honeysuckle

The pool has increased the area from which it draws membership which increases the number of cars. It is open from May through September.

The Willamette Manor Park has undergone improvements. The tennis courts will be updated this year. Both have increased use this year. The main entrance to the park is adjacent to the pool and next to the Keizer City Pump House. (There is another entrance from 3rd Street.)

Lots of pedestrians, mostly children, cross to and from the pool and park during summer months(May through September). The pool was used primarily by local people but they have increased membership to include Salem. More people drive to pool.

There has been an increase in traffic along 5th lately. Also, cars seem to be getting larger. (National trend.). There is an increase of people using the park and pool parking along 5th and Honeysuckle often blocking crosswalks at the corners.

True, no one has been injured, yet. But we are being proactive.

The Committee has considered this issue and makes the following recommendation to alieviate the problems for the next couple of months.

1. The City Council direct the Public Works Department to paint the curbs on both sides of Honeysuckle Street 15 feet back from the corner and along 5th from Honeysuckle both North and South. In addition , to paint the curb on the east

side of 5th Avenue directly across from the North sidewalk on Huckleberry. The painted areas will inhibit parking. This would create more visibility for motorists and pedestrians and bicyclists.

2. You provide money to establish a pedestrian flag system at the North corner of Honeysuckle and 5th. This general idea was in the January 20 issue of Keizer Times.

With a pedestrian flag a walker can grab one of the flags from a repository on one side to the street, use it to get across by alerting the driver they are using the crosswalk area, then leave it on the opposite side of street in a repository there. The flags are 18 inch square red vinyl attached to a 30 inch wood dowel. At the beginning we will place 4 in a container on each side of the street.

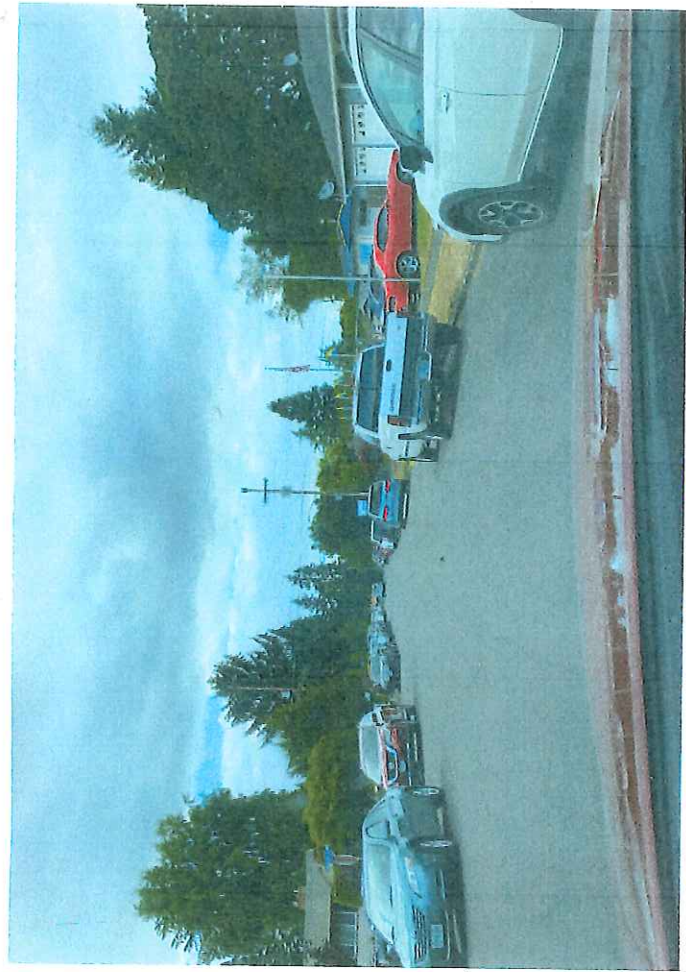
An educational component will tell the adults and children using the pool about how to use the flags and safe crossing.

The motion from your Traffic Safety/Bikeways/Pedestrian Committee authorized me to ask for up to \$500 for the project, but I think the cost will be more like \$120 or less. Education is by Committee members.

The major parts of the solution to the problems mentioned is for major traffic calming, visibility, and changing peoples driving/walking/biking behavior.

3. The West Keizer Neighborhood Association will be filing a Neighborhood Traffic Management Program application this fall outlining the problems that need to be addressed and some suggestions as to solutions they would like to see implemented. Because some of the solutions take time and money this main part of the program will be done in September of this year and, hopefully, implemented before the next swim season in May.

The Traffic..... Committee has committed to helping the WKNA fill out the paper work and complete any research; and we support their efforts to correct the problems along 5th Avenue.



Looking South on 5th



Looking North Along 5th



Pedestrian flags get anot

By ERIC A. HOWALD
Of the Keizertimes

It would be hard to find a Keizer pedestrian or motorist who hasn't been frustrated by the state of pedestrian crossings on River Road North.

At its meeting Thursday, Jan. 12, the Keizer Traffic Safety, Bikeways and Pedestrian Committee (TBP) revisited the issue.

In early 2016, the committee began investigating the possibility of adding pedestrian flags at strategic points along River Road. With plans to place such flags in downtown Newberg making headlines recently, the possibility got another look.

"It is an idea that has worked in other cities including Seattle and Kirkland, Wash., and Salt Lake City," said Wayne Frey, a committee member who looked into

what other cities had done to improve pedestrian safety.

Frey said the issue as it relates to Keizer is that the spacing of crosswalks becomes inconvenient for pedestrians. Depending on where one wants to cross, it may mean walking past one's destination to reach a crosswalk and then a lengthy backtrack once they reach the other side of the road.

"Many pedestrians are just walking across the street in an unsafe manner by crossing the street with no crosswalk, signal or method to signal to

the motorists their intention to cross the street," Frey said.

To alleviate the problem, Frey said the city could place pedestrian flags at any legal intersection on River Road North — a legal intersection is any place where two roads intersect regardless of whether crosswalks are in place.

With pedestrian flags, walkers could grab one of the flags from a self-serve repository on one side of the street, use it to get the attention of

"It is an idea that has worked in other cities including Seattle and Kirkland, Wash., and Salt Lake City."

— Wayne Frey,
TBP Committee member

drivers and then cross when traffic stops. Once the pedestrian reaches the opposite side

of the street the flags would then be placed in a repository there for someone going in the opposite direction.

While the committee previously set aside the idea citing the high traffic volume along River Road and not wanting to encourage unsafe behavior, the Newberg program is one the committee plans to watch as it unfolds.

In Newberg, a group of downtown business owners is proposing to put out flags in the downtown core and is seeking sponsorships from

local businesses.

TBP committee member John Maurice said he wanted to know what parameters would be used to judge the success of the program before looking

at the possibility for pedestrian flags in Keizer again.

"I want to know if they sat down and discussed what success would look like? Also, how many of the flags disappear? Does jaywalking increase or decrease?" Maurice said. "You have to have pre-defined criteria, not just people's opinions."

Committee member Pat Fisher suggested that it might work better for an area with one-way streets rather than the





05-1981



7-15-19
Handout from Darrell Richardson



2008



05-1981

Davis, Tracy

From: Cathy Clark
Sent: Sunday, July 7, 2019 12:45 PM
To: Daniel Kohler
Cc: Keizer City Councilors; Eric Meurer; Johnson, Shannon; Eppley, Christopher
Subject: Re: Charter review

Dan, Thank you for sharing.

I believe this can be part of public testimony for when we take up the matter during July 15 council meeting. Chris, let me know if that is not the case.

Cathy

Cathy Clark, Mayor
Clarkc@keizer.org
Sent from my iPhone

On Jul 6, 2019, at 6:41 PM, Daniel Kohler <KohlerD@keizer.org> wrote:

Mayor Clark and fellow councilors,

I have been getting some responses and comments from constituents the last couple weeks. I have not heard from anyone who thinks we should change from the current resolution.

This was sent to me today. I thought it should go to you.

Respectfully,

Daniel R. Kohler
Keizer City Council Position 6
503-559-6300

<attachment 1.doc>

To: Keizer City Council

Hello,

It's come to my attention that you are going to examine our city charter and consider some revisions to bring it up to date and in line with current laws and regulations.

That's probably a good idea.

And you are selecting a group of citizens to study our charter and bring back recommendations. Also a good idea.

But, I also understand you are considering a change to the current rule that such an advisory group must be comprised of CITIZENS. That is: people who are citizens of the United States and Oregon and Keizer. Changing that rule, in my opinion, is a bad idea.

We are not, as some might say, citizens of the world. We are citizens of a country, a state and a city. The "world" will not protect you in times of peril or support society with a set of laws and a legal system that enforces them. Nations, states and cities reflect our values and our willingness to abide and support those written and enumerated rules. A non-citizen has not legally and officially made that commitment. As a citizen, I don't want a non-citizen placed in an official position to recommend changes to the rules under which we live.

The words in our founding document (charter) were placed there by our founders for good and valid reasons. Just as the original charter was written by the most committed, most experienced and most thoughtful Keizer citizens of the time, so should changes to that charter be considered by Keizer citizens with similar commitments and experience.

Eric Meurer
Citizen of Keizer