

CITY OF KEIZER MISSION STATEMENT

KEEP CITY GOVERNMENT COSTS AND SERVICES TO A MINIMUM BY PROVIDING CITY SERVICES TO THE COMMUNITY IN A COORDINATED, EFFICIENT AND LEAST COST FASHION

A G E N D A
KEIZER CITY COUNCIL
EXECUTIVE SESSION

Monday, July 7, 2014

6:15 p.m.

Keizer Civic Center
Keizer, Oregon 97303

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **DISCUSSION**
 - a. Pursuant to ORS 192.660(2)(e) – *To conduct deliberations with persons designated by the governing body to negotiate real property transactions.*
 - b. ORS 192.660(2)(f) -. *To consider information or records that are exempt by law from public inspection.*
4. **ADJOURN**

Upon request, auxiliary aids and/or special services for those with disabilities will be provided. To request services, please contact us at (503) 390-3700 or through Oregon Relay 1-800-735-2900 at least two working days(48 hours) in advance.

The Oregon Public Meeting Law authorizes governing bodies to meet in executive session in certain limited situations. An executive session is defined as any meeting or part of a meeting of a governing body which is closed to certain persons for deliberations on certain matters as defined by ORS 192.660. These sessions are closed to the public. The media may attend the session, unless the Oregon State Statutes specifically prohibits media attendance. The governing body is not allowed to take any final action or make any final decisions during the executive sessions. Any final action or decision must be made after returning or at the next regularly scheduled meeting.

AGENDA
KEIZER CITY COUNCIL
REGULAR SESSION
Monday, July 7, 2014
7:00 p.m.
Robert L. Simon Council Chambers
Keizer, Oregon

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC TESTIMONY**
This time is provided for citizens to address the Council on any matters other than those on the agenda scheduled for public hearing.
5. **PUBLIC HEARINGS**
 - a. **RESOLUTION** – Apportioning Assessments Between Parcels (Keizer Station Area A Local Improvement District Tax Lot 063W36A04000)
 - b. **ORDINANCE** – Declaring Lien Against Property Located at 4305 Batting Street NE, Keizer (Nuisance Abatement)
6. **ADMINISTRATIVE ACTION**
 - a. **RESOLUTION** – Adopting Policies for Keizer Parks Matching Grant Program
 - b. **ORDER** – Designating “No Parking” Zones in Certain Areas of Shoreline Drive North, Keizer, Oregon
 - c. **ORDINANCE** – Amending Ordinance Providing for Public Art and Public Murals (Amending Ordinance No. 2014-687)
7. **CONSENT CALENDAR**
 - a. **RESOLUTION** - Authorizing the City Manager to Purchase a 2013 Ford F150 Pickup for Parks Department and Authorizing Disposition of Surplus Property
 - b. **RESOLUTION** – Granting Step Increase to the City Manager
 - c. **RESOLUTION** – Granting Step Increase to the City Attorney

- d. Approval of June 2, 2014 Special Session Minutes
- e. Approval of June 2, 2014 Regular Session Minutes
- f. Approval of June 9, 2014 Work Session Minutes
- g. Approval of June 16, 2014 Regular Session Minutes

8. **COMMITTEE REPORTS**

- a. Introduction of Keizer Police Officer Travis Ricketts
- b. Appointment to the Keizer Arts Commission

9. **OTHER BUSINESS**

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

- a. New Business or Old Business Issues

10. **WRITTEN COMMUNICATIONS**

To inform the Council of significant written communications.

11. **AGENDA INPUT**

July 14, 2014

5:45 p.m. – City Council Work Session

Canceled!

July 21, 2014

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

August 4, 2014

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

12. **ADJOURNMENT**

<i>Upon request, auxiliary aids and/or special services will be provided. To request services, please contact us at (503)390-3700 or through Oregon Relay at 1-800-735-2900 at least two working days (48 hours) in advance.</i>

CITY COUNCIL MEETING: July 7, 2014

AGENDA ITEM NUMBER:_____

TO: MAYOR CHRISTOPHER AND COUNCIL MEMBERS

THROUGH: CHRISTOPHER C. EPPLEY, CITY MANAGER

FROM: E. SHANNON JOHNSON, CITY ATTORNEY

**SUBJECT: APPORTIONMENT OF KEIZER STATION AREA A LOCAL
IMPROVEMENT DISTRICT ASSESSMENTS BETWEEN
CERTAIN PARCELS**

The Keizer Station Area A Local Improvement District (Area A LID) was established to construct substantial public improvements and assess the cost of such improvements against the benefitted parcels pursuant to state and local law. This particular Local Improvement District assessed the properties upon an acreage basis, so the larger lots are assessed a larger amount than the smaller lots.

ACP I LLC applied for and has been granted a partition for the commercial lot in Area A identified as Tax Lot 063W36A 04000 and commonly referred to as the office parcel. Kaiser Permanente is constructing their clinic on one of the new parcels (Parcel 1). (See attached map.) Parcel 2 is undeveloped.

State law and City Ordinance allows for the reapportioning of the assessments in this type of situation so that the total assessment against the original lot can be apportioned between the two new parcels. The total assessments due to the City do not change at all; they are simply split into two based on the size of the new parcels.

This matter is before the City Council for public hearing as required under Ordinance No. 92-244 and amended by Ordinance No. 2012-661. ACP I LLC has submitted application to the City requesting reapportionment of the assessments of lot affected by the partition.

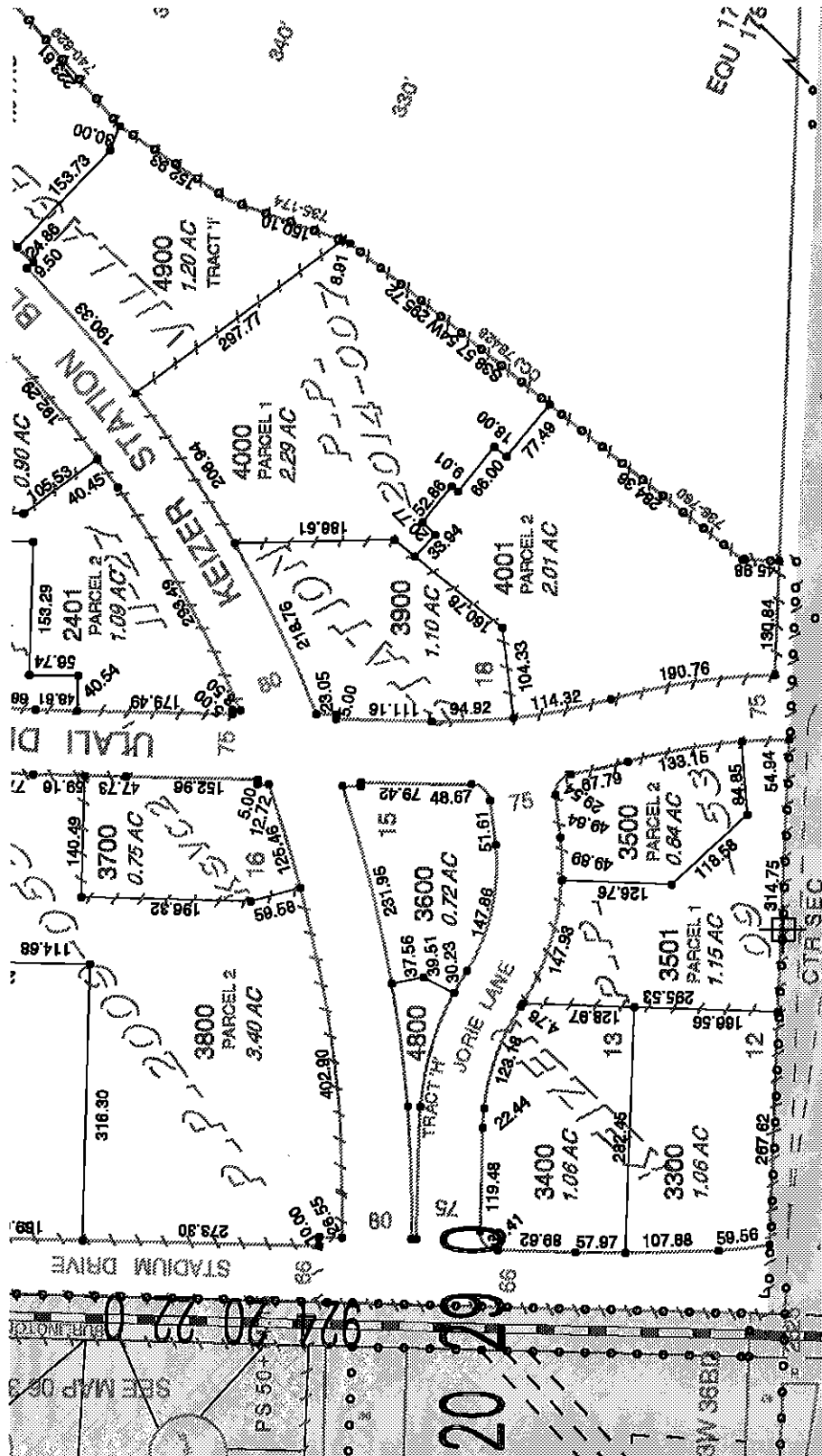
I have attached the Resolution apportioning assessments between the parcels. The attachments to the Resolution show the recalculated assessments and revised amortization schedules.

RECOMMENDATION:

Open the public hearing and consider any testimony before closing the public hearing. If there are no objections, adopt the enclosed 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 R2014-____

4
5 APPORTIONING ASSESSMENTS BETWEEN PARCELS (KEIZER
6 STATION AREA A LOCAL IMPROVEMENT DISTRICT TAX
7 LOT 063W36A04000)
8

9 WHEREAS, Ordinance No. 92-244 as amended by Ordinance No. 2012-661 sets
10 forth the procedure for apportioning assessments between parcels that have been
11 partitioned, subdivided, or otherwise changed in size;

12 WHEREAS, the owner of Tax Lot 063W36A04000 in the Keizer Station Area A
13 Local Improvement District has applied for apportionment of the assessment;

14 WHEREAS, the Community Development Director has determined that the
15 partition related to Tax Lot 063W36A04000 in the Keizer Station Area A Local
16 Improvement District was legally approved and is in accordance with applicable state
17 law, the Comprehensive Plan, and land use regulations;

18 WHEREAS, the Public Works Director has reviewed the apportionment request
19 and recalculated the assessments;

20 WHEREAS, notice has been given to the owners of the affected parcels and a
21 public hearing was held on July 7, 2014 to consider any objections to the new
22 apportionment;

23 NOW, THEREFORE,
24

1 BE IT RESOLVED by the City Council of the City of Keizer that the assessments
2 and installment payments shall be apportioned between the subject parcels as set forth in
3 the attached schedules and by this reference incorporated herein.

4 BE IT FURTHER RESOLVED that this Resolution shall be docketed by the City
5 Recorder in the lien docket and changes made herein shall be set forth in such docket.

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

8 PASSED this _____ day of _____, 2014.

9
10 SIGNED this _____ day of _____, 2014.

11

12

13

Mayor

14

15

16

City Recorder

KEIZER STATION AREA A LOCAL IMPROVEMENT DISTRICT
PARTITION CASE NO. 2013-14
TAX LOT 063W36A04000

OWNERSHIP/ADDRESS	MAP & TAX LOT	ORIGINAL ACRES	BEGINNING ASSESSMENT
ACP I LLC PO Box 25430 Portland, OR 97298-0430	063W36A 04000	4.3	\$1,577,058.82
SUBTOTALS		4.3	\$1,577,058.82

OWNERSHIP/ADDRESS	MAP & TAX LOT	ACRES AFTER PARTITION	ASSESSMENT AFTER PARTITION
ACP I LLC PO Box 25430 Portland, OR 97298-0430	063W36A 04000	2.29	\$839,875.51
ACP I LLC PO Box 25430 Portland, OR 97298-0430	063W36A 04001	2.01	\$737,183.31
SUBTOTALS		4.3	\$1,577,058.82

OWNERSHIP/ADDRESS	MAP & TAX LOT	REMAINING BALANCE - ORIGINAL	REMAINING BALANCE - AFTER PARTITION
ACP I LLC PO Box 25430 Portland, OR 97298-0430	063W36A 04000	\$1,266,176.57	\$674,312.64
ACP I LLC PO Box 25430 Portland, OR 97298-0430	063W36A 04001	\$0.00	\$591,863.93
SUBTOTALS		\$1,266,176.57	\$1,266,176.57

NEW AMORTIZATION WORKSHEET (after reapportionment)
ACP I LLC - Tax Lot: 063W36A 04000

				Orig Balance	Orig Rate	Term (yrs)	1st PMT	Future Value							Atty Fees & Costs		
				\$1,577,058.82	5.76135%	21	Aug-08	\$ -									
										Penalty Imposed							
										Unpaid			Real				
										Accrued			Property				
										Interest			Taxes				
Pmt #	Due Date	Payment	Yr Rate	P&I&P Payment	Principal	Interest Due	Interest Paid	Penalty Paid	New Balance	Date	Amount	Unpaid	Tax Paid - Add to Balance	Date	Amount		
		Date										Penalty	for Interest Calculation				
0	21-Feb-08				\$0.00				\$1,577,058.82					Through 5-31-11	\$614.10		
1	21-Aug-08	21-Aug-08	5.76135%	\$65,214.37	\$19,784.43	\$45,429.94	\$45,429.94		\$1,557,274.39					Through 9-30-11	\$41.50		
2	21-Feb-09	21-Feb-09	5.76135%	\$65,214.37	\$20,354.36	\$44,860.01	\$44,860.01		\$1,536,920.03					Through 11-30-11	\$49.80		
3	21-Aug-09	21-Aug-09	5.76135%	\$65,214.37	\$20,940.70	\$44,273.67	\$44,273.67		\$1,515,979.33					Through 3-31-12	\$135.37		
4	21-Feb-10	21-Feb-10	5.76135%	\$65,214.37	\$21,543.93	\$43,670.44	\$43,670.44		\$1,494,435.40					4-13-12 to 4-30-12	\$594.61		
5	21-Aug-10	7-Oct-10	5.76135%	\$32,607.19	\$0.00	\$53,782.80	\$24,919.76	\$7,687.43	\$1,494,435.40	Penalty Imposed 6-Sept-10	\$7,687.43	\$0.00		4-1-12 to 4-13-12	\$1,059.25		
		19-Jan-11	5.76135%	\$17,662.22	\$0.00	\$24,532.50	\$17,662.22		\$1,494,435.40					Mileage 4-3-12	\$9.44		
6	21-Feb-11		5.76135%	\$0.00					\$1,494,435.40	Penalty Imposed 9-March-11	\$7,689.77	\$7,689.77		Through 5-31-12	\$242.25		
7	21-Aug-11		5.76135%	\$0.00					\$1,494,435.40	Penalty Imposed 6-Sept-11	\$7,941.69	\$15,631.46		Launer 7-8-12	\$80.00		
8	21-Feb-12		5.76135%	\$0.00					\$1,494,435.40	Penalty Imposed 8-March-12	\$8,198.42	\$23,829.88	7/13/2012	Through 6-30-12	\$38.57		
9	21-Aug-12	15-Oct-12	5.76135%	\$404,836.15	\$133,932.14	\$149,789.81	\$185,523.13	\$32,528.02	\$1,360,503.26	\$0.00 Penalty Imposed 6-Sept-12	\$8,698.14	\$0.00	\$40,904.83	Lot 19 Through 6-30-12	\$87.41		
10	21-Feb-13	25-Feb-13	5.76135%	\$65,214.37	\$36,652.76	\$28,561.61	\$28,561.61		\$1,323,850.50				\$606.92	Litigation Guarantee	\$2,843.00		
11	21-Aug-13	19-Aug-13	5.76135%	\$65,214.37	\$28,645.77	\$36,568.60	\$36,568.60		\$1,295,204.73				\$41,511.75	Lot 19 Through 7-31-12	\$1,615.51		
12	21-Feb-14	12-Feb-14	5.76135%	\$65,214.37	\$29,028.16	\$36,186.21	\$36,186.21		\$1,266,176.57				\$41,511.75				
Decrease Due to Change in Apportionment													\$0.00				
13	21-Aug-14		5.76135%	\$33,874.42	\$14,449.66	\$19,424.76			\$674,312.64					Through 8-31-12	\$1,629.82		
14	21-Feb-15		5.76135%	\$33,874.42	\$14,865.91	\$19,008.51			\$659,862.98					Through 9-30-12	\$800.34		
15	21-Aug-15		5.76135%	\$33,874.42	\$15,294.15	\$18,580.27			\$644,997.06					Publication Costs	\$308.00		
16	21-Feb-16		5.76135%	\$33,874.42	\$15,734.73	\$18,139.69			\$629,702.91					Through 10-31-12	\$1,092.02		
17	21-Aug-16		5.76135%	\$33,874.42	\$16,187.99	\$17,686.43			\$613,968.19					Through 11-30-12	\$90.68		
18	21-Feb-17		5.76135%	\$33,874.42	\$16,654.32	\$17,220.10			\$597,780.20						\$11,341.11		
19	21-Aug-17		5.76135%	\$33,874.42	\$17,134.07	\$16,740.35			\$581,125.88					Paid 10-15-12	\$11,341.11		
20	21-Feb-18		5.76135%	\$33,874.42	\$17,627.65	\$16,246.77			\$563,991.81						\$0.00		
21	21-Aug-18		5.76135%	\$33,874.42	\$18,135.44	\$15,738.98			\$546,364.16								
22	21-Feb-19		5.76135%	\$33,874.42	\$18,657.87	\$15,216.55			\$528,228.71								
23	21-Aug-19		5.76135%	\$33,874.42	\$19,195.34	\$14,679.08			\$509,570.85								
24	21-Feb-20		5.76135%	\$33,874.42	\$19,748.30	\$14,126.12			\$490,375.51								
25	21-Aug-20		5.76135%	\$33,874.42	\$20,317.18	\$13,557.24			\$470,627.21								
26	21-Feb-21		5.76135%	\$33,874.42	\$20,902.45	\$12,971.97			\$450,310.03								
27	21-Aug-21		5.76135%	\$33,874.42	\$20,902.45	\$12,971.97			\$429,407.58								
28	21-Feb-22		5.76135%	\$33,874.42	\$21,504.58	\$12,369.84			\$407,903.00								
29	21-Aug-22		5.76135%	\$33,874.42	\$22,124.06	\$11,750.36			\$385,778.94								
30	21-Feb-23		5.76135%	\$33,874.42	\$22,761.38	\$11,113.04			\$363,017.55								
31	21-Aug-23		5.76135%	\$33,874.42	\$23,417.06	\$10,457.36			\$339,600.49								
32	21-Feb-24		5.76135%	\$33,874.42	\$24,091.63	\$9,782.79			\$315,508.86								
33	21-Aug-24		5.76135%	\$33,874.42	\$24,785.64	\$9,088.78			\$290,723.22								
34	21-Feb-25		5.76135%	\$33,874.42	\$25,499.63	\$8,374.79			\$265,223.59								
35	21-Aug-25		5.76135%	\$33,874.42	\$26,234.19	\$7,640.23			\$238,989.40								
36	21-Feb-26		5.76135%	\$33,874.42	\$26,989.91	\$6,884.51			\$211,999.49								
37	21-Aug-26		5.76135%	\$33,874.42	\$27,767.40	\$6,107.02			\$184,232.09								
38	21-Feb-27		5.76135%	\$33,874.42	\$28,567.29	\$5,307.13			\$155,664.79								
39	21-Aug-27		5.76135%	\$33,874.42	\$29,390.22	\$4,484.20			\$126,274.57								
40	21-Feb-28		5.76135%	\$33,874.42	\$30,236.86	\$3,637.56			\$96,037.71								
41	21-Aug-28		5.76135%	\$33,874.42	\$31,107.89	\$2,766.53			\$64,929.83								
42	21-Feb-29		5.76135%	\$33,874.31	\$32,004.00	\$1,870.42			\$32,925.82								
					\$32,925.82	\$948.49			\$0.00								

NEW AMORTIZATION WORKSHEET (after reapportionment)
ACP I LLC - Tax Lot: 063W36A 04001

				Orig Balance	Orig Rate	Term (yrs)	1st PMT	Future Value
				\$0.00	5.76135%	21	Aug-08	\$ -
Pmt #	Due Date	Payment	Date	Yr Rate	P&I&P Payment	Principal	Interest Due	Penalty Paid
0	21-Feb-08					\$0.00		
1	21-Aug-08			5.76135%				
2	21-Feb-09			5.76135%				
3	21-Aug-09			5.76135%				
4	21-Feb-10			5.76135%				
5	21-Aug-10			5.76135%				
				5.76135%				
6	21-Feb-11			5.76135%				
7	21-Aug-11			5.76135%				
8	21-Feb-12			5.76135%				
9	21-Aug-12			5.76135%				
10	21-Feb-13			5.76135%				
11	21-Aug-13			5.76135%				
12	21-Feb-14			5.76135%				
Increase Due to Change in Apportionment								\$591,863.93
13	21-Aug-14			5.76135%	\$29,732.57	\$12,682.89	\$17,049.68	
14	21-Feb-15			5.76135%	\$29,732.57	\$13,048.25	\$16,684.32	
15	21-Aug-15			5.76135%	\$29,732.57	\$13,424.12	\$16,308.45	
16	21-Feb-16			5.76135%	\$29,732.57	\$13,810.83	\$15,921.74	
17	21-Aug-16			5.76135%	\$29,732.57	\$14,208.67	\$15,523.90	
18	21-Feb-17			5.76135%	\$29,732.57	\$14,617.98	\$15,114.59	
19	21-Aug-17			5.76135%	\$29,732.57	\$15,039.08	\$14,693.49	
20	21-Feb-18			5.76135%	\$29,732.57	\$15,472.30	\$14,260.27	
21	21-Aug-18			5.76135%	\$29,732.57	\$15,918.01	\$13,814.56	
22	21-Feb-19			5.76135%	\$29,732.57	\$16,376.56	\$13,356.01	
23	21-Aug-19			5.76135%	\$29,732.57	\$16,848.31	\$12,884.26	
24	21-Feb-20			5.76135%	\$29,732.57	\$17,333.66	\$12,398.91	
25	21-Aug-20			5.76135%	\$29,732.57	\$17,832.98	\$11,899.59	
26	21-Feb-21			5.76135%	\$29,732.57	\$18,346.69	\$11,385.88	
27	21-Aug-21			5.76135%	\$29,732.57	\$18,875.20	\$10,857.37	
28	21-Feb-22			5.76135%	\$29,732.57	\$19,418.94	\$10,313.63	
29	21-Aug-22			5.76135%	\$29,732.57	\$19,978.33	\$9,754.24	
30	21-Feb-23			5.76135%	\$29,732.57	\$20,553.84	\$9,178.73	
31	21-Aug-23			5.76135%	\$29,732.57	\$21,145.93	\$8,586.64	
32	21-Feb-24			5.76135%	\$29,732.57	\$21,755.08	\$7,977.49	
33	21-Aug-24			5.76135%	\$29,732.57	\$22,381.77	\$7,350.80	
34	21-Feb-25			5.76135%	\$29,732.57	\$23,026.52	\$6,706.05	
35	21-Aug-25			5.76135%	\$29,732.57	\$23,689.84	\$6,042.73	
36	21-Feb-26			5.76135%	\$29,732.57	\$24,372.26	\$5,360.31	
37	21-Aug-26			5.76135%	\$29,732.57	\$25,074.35	\$4,658.22	
38	21-Feb-27			5.76135%	\$29,732.57	\$25,796.66	\$3,935.91	
39	21-Aug-27			5.76135%	\$29,732.57	\$26,539.78	\$3,192.79	
40	21-Feb-28			5.76135%	\$29,732.57	\$27,304.30	\$2,428.27	
41	21-Aug-28			5.76135%	\$29,732.57	\$28,090.85	\$1,641.72	
42	21-Feb-29			5.76135%	\$29,732.44	\$28,899.93	\$832.51	

CITY COUNCIL MEETING: July 7, 2014

AGENDA ITEM NUMBER:_____

TO: MAYOR CHRISTOPHER AND COUNCIL MEMBERS

THROUGH: CHRISTOPHER C. EPPLEY, CITY MANAGER

FROM: E. SHANNON JOHNSON, CITY ATTORNEY

**SUBJECT: ORDINANCE – DECLARING A LIEN AGAINST PROPERTY
LOCATED AT 4305 BATTING STREET NORTHEAST
(NUISANCE ABATEMENT)**

This matter is before the Council for public hearing under Nuisance Abatement Ordinance No. 94-282. The property in question, located at 4305 Batting Street Northeast, Keizer, Oregon was in violation of City Ordinances and the property owner was given notice of such violations. After the owner failed to correct the violations, the City abated the nuisance by removal of noxious vegetation, garbage and solid waste. The total abatement costs, including the ten percent administrative charge is 2,480.50. A copy of the invoice presented to the owner is attached for your review. In addition, notice publication costs of \$68.00 increases the total costs to \$2,548.50.

RECOMMENDATION:

Open the public hearing, and unless there are specific questions, close the public hearing and adopt the attached Ordinance declaring a lien against the property located at 4305 Batting Street Northeast.

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

ESJ/tmh
attachment



City of Keizer
P.O. Box 21000
Keizer, OR 97307-1000

DATE: 06/16/14
INVOICE # 14-042
FOR: Nuisance
Abatement

Bill To:
Adam T. Kearns and Randi Kearns
4305 Batting St NE
Keizer, OR 97303

DESCRIPTION	AMOUNT
Re: 4305 Batting St NE	
Removal of garbage, solid waste and noxious vegetation	255.00
Removal of garbage and solid waste	2,000.00
Administrative Charge (10%)	225.50
	2,480.50
Payment Due: June 26, 2014	
TOTAL	\$ 2,480.50

Make all checks payable to City of Keizer
If you have any questions concerning this invoice:
Please Contact: Karen Sergent, Accounting Technician
(503) 856-3422

THANK YOU!

1 BILL NO. _____ A BILL ORDINANCE NO.
2 2014-_____
3 FOR
4
5 AN ORDINANCE
6

7 DECLARING A LIEN AGAINST PROPERTY LOCATED
8 AT 4305 BATTING STREET NORTHEAST, KEIZER,
9 OREGON AND DIRECTING THE CITY RECORDER TO
10 ENTER SUCH LIEN IN THE MINOR LIEN DOCKET
11 PURSUANT TO ORDINANCE NO. 94-282 (NUISANCE
12 ABATEMENT PROCEDURE); DECLARING AN
13 EMERGENCY
14

15 WHEREAS, the City of Keizer Ordinance No. 94-282 provides that a
16 Responsible Person, as defined in the Ordinance, shall have the duty to abate all
17 nuisances as defined in City Ordinances; and

18 WHEREAS, the person or persons responsible for the property located at 4305
19 Batting Street Northeast, Keizer, Oregon have failed to comply with the Keizer Solid
20 Waste and Inoperable Vehicle Ordinance (No. 2010-614) and the Noxious
21 Vegetation Ordinance (No. 2009-590) after being duly given the notice required
22 under the Keizer Uniform Nuisance Abatement Procedure (Ordinance No. 94-282);
23 and

24 WHEREAS, the City Manager, or his designee was required to go upon such
25 property to remove debris under the power given to such city officials under the
26 Keizer Uniform Nuisance Abatement Procedure; and

1 WHEREAS, after such work was performed, the City Manager or his designee
2 notified the persons responsible by certified mail of the sum of money due to the City
3 of Keizer for such work performed and such person was duly notified of the public
4 hearing to consider and assess such cost as a lien against the property; and

5 WHEREAS, pursuant to Keizer Uniform Nuisance Abatement Procedure, the
6 matter was heard by the City Council at public hearing on July 7, 2014, after
7 reasonable opportunity for objections;

8 NOW, THEREFORE,

9 The City of Keizer ordains as follows:

10 Section 1. CORRECTNESS OF STATEMENT. The City Council declares
11 the correctness of the statement of costs as set forth in Exhibit "A", attached hereto,
12 and by this reference incorporated herein.

13 Section 2. DECLARATION OF LIEN. The amount set forth on the
14 statement of costs regarding the property located at 4305 Batting Street Northeast,
15 Keizer, Oregon is declared to be a lien upon such property, as more particularly
16 described in Exhibit "B" attached, and by this reference incorporated herein.

17 Section 3. ENTRY IN LIEN DOCKET. The City Recorder is directed to
18 enter the amount set forth in Exhibit "A" into the minor lien docket and such amount
19 shall be a lien against the property described in Exhibit "B" from the date of such

1 entry. Such lien shall accrue interest at the rate of nine percent (9%) per annum from
2 the date of entry in the lien docket until paid.

3 Section 4. EMERGENCY CLAUSE. This Ordinance being necessary for
4 the immediate preservation of the public health, safety, and welfare, an emergency is
5 declared to exist and this Ordinance shall take effect immediately upon its passage.

6 PASSED this _____ day of _____, 2014.

7

8 SIGNED this _____ day of _____, 2014.

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Mayor

City Recorder

EXHIBIT "A"

Nuisance Abatement at
4305 Batting Street Northeast, Keizer, Oregon

Statement of Costs Summary

Itemization of Abatement Costs if Paid Prior to June 27, 2014 Per Statement of Costs Attached Hereto:

Nuisance Abatement	\$2,255.00
Administrative Charge	\$ 225.50

Additional Expenses Occurred as a Result of Failure to Pay by June 27, 2014:

Newspaper Publication	\$ 68.00
-----------------------	----------

Total Amount to Become a Lien Against the Property:

TOTAL COSTS	\$2,548.50
-------------	------------

Such lien shall accrue interest at the rate of nine percent (9%) per annum from the date of entry in the lien docket until paid.

City of Keizer
STATEMENT OF COSTS FOR NUISANCE ABATEMENT
At 4305 Batting Street Northeast, Keizer, Oregon

Date of this Statement: June 16, 2014

To: Adam T Kearns (Responsible Person)
4305 Batting Street NE
Keizer, OR 97303

Randi Kearns (Responsible Person)
4305 Batting Street NE
Keizer, OR 97303

Occupants (Responsible Person)
4305 Batting Street NE
Keizer, OR 97303

1. Itemization of Abatement Costs:

<u>Item</u>	<u>Amount</u>
Removal of garbage, solid waste, and noxious vegetation	\$ 255.00
Removal of garbage and solid waste	\$2,000.00
Administrative charge (10%)	\$ 225.50
TOTAL COSTS	\$2,480.50

2. Costs to be Assessed:

The above costs will be assessed against the subject property unless paid in full within ten (10) days from the date of this statement as shown above. Please address your payment to the City of Keizer, PO Box 21000, Keizer, OR 97307-1000.

3. Public Hearing:

The Keizer City Council will hold a public hearing on July 7, 2014, at 7:00 p.m. in the Robert L. Simon Council Chambers, Keizer Civic Center, 930 Chemawa Road NE, Keizer, Oregon, to determine the correctness of this Statement of Costs and to declare a lien against the subject property.

4. Interest to Accrue:

If not paid prior to June 27, 2014, the lien for costs shall bear interest at the rate of nine percent (9%) per annum from the date of entry of the lien, in the lien docket.

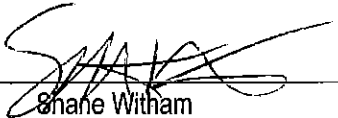

Shane Witham
City of Keizer
Associate Planner

EXHIBIT "B"

LOT 12, BLOCK 4, ARNOLD'S RE-SUBDIVISION OF
BLOCKS 1, 2, 3, AND 6, OF ARNOLD'S SUBDIVISION,
MARION COUNTY, OREGON. (PLAT VOLUME 15,
PAGE 14)

CITY COUNCIL MEETING: July 7, 2014

AGENDA ITEM NUMBER:_____

TO: MAYOR CHRISTOPHER AND COUNCIL MEMBERS

THROUGH: CHRISTOPHER C. EPPLEY, CITY MANAGER

FROM: E. SHANNON JOHNSON, CITY ATTORNEY

SUBJECT: POLICIES FOR KEIZER PARKS MATCHING GRANT PROGRAM

The Keizer Parks and Recreation Advisory Board (the Board) has requested that the Council establish a Keizer Parks Matching Grant Program that endeavors to create opportunities to work with local citizens to improve the quality of the parks system. It is appropriate that policies be developed by the Council to provide standards and guidance for such allowance of grants that is fair and efficient.

I have attached a Resolution adopting policies for your consideration. It is my understanding that the Board would like to start taking applications in July, 2014. The attached policies provide that the Council, with input from the Budget Committee and the Parks Board, will set the total amount for the Parks Matching Grant Program; this year it was set at \$14,000. Thereafter, the Board will consider and determine individual projects, as set forth in the attached policies, being mindful that the total amount cannot be exceeded each year.

The Board wishes to make the final decision on the individual grants, therefore the attached Program policies reflect that. It is my understanding that they are concerned that there will be a delay if the project has to wait for the next council meeting. This is a change from normal policy in that city committees do not normally direct the expenditure of city funds, but are advisory bodies only. However, the individual amounts are expected to be relatively small.

If Council wishes to make the final decision, or have staff make the final decision after the Parks Board makes the initial decision, you should specify that.

RECOMMENDATION:

Review the attached Resolution Adopting Policies for Keizer Parks Matching Grant Program.

After review of the Resolution, take one of the following actions:

1. Adopt the Resolution.
2. Direct staff to make revisions.
3. Take other action as you may deem appropriate.

In addition, the Parks Board requested approval from the Council on the application form/instructions, which is also enclosed. I would recommend that Council approve the application/instructions form, but delegate to staff to make any appropriate edits. That allows us to make minor edits without coming back to Council.

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

ESJ/tmh

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2014-_____

ADOPTING POLICIES FOR KEIZER PARKS
MATCHING GRANT PROGRAM

WHEREAS, the Keizer Parks and Recreation Advisory Board requested that the City of Keizer establish a Keizer Parks Matching Grant Program that endeavors to create opportunities to work with local citizens to improve the quality of the parks system;

WHEREAS, the City Council desires to adopt a policy that allows the Keizer Parks Matching 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 Matching 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 _____, 2014.

SIGNED this _____ day of _____, 2014.

Mayor

City Recorder

CITY OF KEIZER
KEIZER PARKS IMPROVEMENT
PARKS MATCHING GRANT PROGRAM

The City of Keizer, through its City of Keizer Parks and Recreation Advisory Board, endeavors to create opportunities to work with local citizens through a “Parks Matching Grant Program” to improve the quality of the parks system.

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 Parks Matching Grant Program 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 requested projects must meet the requirements set forth herein.

Each year, the Board will solicit applications from citizens for projects that will benefit parks in Keizer. To be eligible, the project must qualify under one or more of the following categories:

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

Applications must be received two (2) weeks prior to the next Board meeting in order to be considered at that meeting. Applications can be submitted via electronic submission, or a hard copy can be hand delivered or mailed, but must be received by the deadline set to be considered at the next Board meeting. Applications shall be submitted on a city-approved form. All applications must be addressed to Deputy City Recorder.

Completed applications received by the deadline will be considered at the next Board meeting. Applicants (or an authorized representative) must attend to be eligible, unless the Board votes to waive such appearance. A Board member cannot be an applicant.

The Public Works Director or designee shall work with the applicant to make the applications and proposed budgets complete prior to the application being considered by the Board. Projects must meet all local, state, and federal laws for parks and recreation facilities to be considered.

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

1. Projects that benefit the greatest number of Keizer residents and provide the “best bang for the buck”;
2. Identified need for the project;
3. Likelihood the project can be accomplished on time and on budget;

4. Other projects that have been considered and deferred (see below);
5. Whether the proposed project is identified in the Parks Master Plan;
6. 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.

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.

Once an application has been approved, a meeting shall be set up between the Project Director and the Public Works Director or designee to explain the process for making donations and submitting funds toward the project, as well as to report progress being made. Prior to beginning the project, the Public Works Director must approve an itemized list of materials.

These are strictly reimbursement grants. Applicant will need to complete the project, have the project accepted by the City, and provide appropriate copies of receipts for materials and other costs associated with the project to receive reimbursement. The project is subject to city audit and receipts must be approved by the Finance Director.



KEIZER PARKS IMPROVEMENT MATCHING GRANT PROGRAM APPLICATION

All areas must be filled in and signed before submission.

Please deliver to City Hall at 930 Chemawa Road, Keizer Attention: Debbie Lockhart

Name of Organization or Individual	Address
	Phone
	Email
Project Director	Address
	Phone
	Email
Project Name	Proposed Park Site:
Is the project identified in the current Parks Master Plan? ☐ Yes ☐ No (example: vegetative buffer along River Road at Meadows Park)	
Estimated project start date:	Estimated project completion date:
Budget: Parks Board Matching Grant	\$
Private Cash/Materials Donations	\$
Corporate Sponsorship	\$
Labor (estimated value)	\$
Total:	\$
Will a recognition sign be required? ☐ Yes ☐ No	
Type of Project: (check all that apply) ☐ Park Rehabilitation ☐ New Park Feature(s) ☐ Replacement of Existing Park Feature ☐ Other	
Project Description: Describe the project for which the matching grant funds are requested including a description of labor and materials needed for completion of the project, a cost estimate for project completion if available, impact on the community, involvement of the organization itself and its volunteers. Attach additional pages if necessary.	
_____ _____ _____ _____	
*Successful applicants will be expected to follow all applicable city/state requirements/laws. *Grants will be withdrawn and recipients will be required to reapply for funds if the project is not completed thirty (30) days after the estimated completion date noted above.	
_____ _____	
Signature <i>(electronic signature accepted)</i>	Date

Applications must be received by the first Tuesday of the month in order to be considered at the next Parks Board meeting (second Tuesday of each month).

KEIZER PARKS & RECREATION ADVISORY BOARD GRANT PROGRAM

The City of Keizer Parks and Recreation Advisory Board endeavors to create public/private partnerships with local citizens through a “Parks Matching Grant Program” to improve the quality of the parks system. The Board wants to engage motivated residents to get the best ‘bang for the buck’ with the limited resources available.”

- Award of the grants will be by “weight” with projects on the Master Plan receiving more weight than those not included in the Master Plan.
- Testimony will be received from applicants with the Board evaluating each application according to the “best bang for the buck” and the benefit to the greatest number of Keizer residents.
- There will be no minimum or maximum amount (aside from the total available)
- Firm start and completion dates must be provided by the applicant
- Funding must be complete by June 30 of the budget year
- Applications will not be limited to one project
- Applicants may apply for more than one grant
- Grants are reimbursement grants. Applicant will need to complete the project, have it accepted by the City, and provide copies of receipts for materials and other costs associated with the project to receive reimbursement.

CITY COUNCIL MEETING: _____

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

**FROM: BILL LAWYER
PUBLIC WORKS DIRECTOR**

**SUBJECT: ESTABLISHING A NO PARKING ZONE ON SHORELINE DRIVE N AND
RAFAEL AVENUE NORTH**

BACKGROUND:

Staff was contacted by a resident of the Palm Ciega neighborhood about a traffic safety issue caused by vehicles parking on Shoreline Drive just south of the intersection with Rafael Avenue. The resident provided a written request, included as Exhibit "1", signed by 36 residents representing 27 different properties asking to have the curb painted yellow establishing a No Parking Zone on Shoreline Drive along the property at 4585 Shoreline Drive.

Staff contacted the property owner of the property at 4585 Shoreline Drive, which houses a residential care home, notifying them of the request. The property owner understood the issue and did not express objection to establishing a No Parking Zone on Shoreline Drive in front of this property.

Staff has evaluated the request and believes establishing a No Parking Zone as shown on Exhibit "2" will resolve the safety issue by increasing the visibility for vehicles turning south onto Shoreline Drive from Rafael Avenue.

FISCAL IMPACT:

There is minimal fiscal impact with establishing a No Parking Zone at this location and funds are available in the City Council adopted FY 14-15 Street Fund Budget, line 65.

RECOMMENDATION:

Staff recommends the City Council consider the matter and adopt the attached Order designating the No Parking Zone on Shoreline Drive North and Rafael Avenue North as indicated on Exhibit 2.

Please contact me with any questions or concerns.

Exhibit 1

We, the citizens of the city of Keizer, petition the city Public Works Department to paint the curbs yellow, creating a No Parking area outside the residence located at 4585 Shoreline Dr N.

When turning right (south) onto Shoreline Dr. N from Rafael St. N, the number of vehicles parked along Shoreline Dr. N in front of the aforementioned residence creates a safety issue for both pedestrians and vehicles due to limited visibility. By signing below, I agree that there is in fact a safety issue and am asking the Public Works Director, Bill Lawyer, to create a No Parking area.

Name	Address	Phone #	Signature
DENNIS SPENCER	4785 Riverwood Dr N KEIZER	503-9103220	Dennis Spencer
Theresa Spencer	4785 Riverwood Dr N KEIZER	503-390-0578	Theresa Spencer
Summie Green	4969 13th Ave N KEIZER	503-393-2463	Summie Green
Betty Green	4969 13th Ave N KEIZER	503-393-2463	Betty Green
Patty Jarrot	4875 Ventura Ln	503-393-7794	Patty Jarrot
Pat Jarrot	4875 Ventura Ln	503-393-7794	Pat Jarrot
Janet L. Hain	780 Rafael St	503-393-6434	Janet L. Hain
Jim SKEELARS	4783 Rivergrove Ct. N.	971.275.2998	Jim Skeelars
Rolando Herrera	4191 15th Ave N	971.267.9101	Rolando Herrera
Kayla Herrera	4797 15th Ave N	971.267.9101	Kayla Herrera
Matthew Seely	4730 15th Ave N	503-580-4273	Matthew Seely
Leslie Seely	4730 15th Ave N	503-999-8913	Leslie Seely
SETH HYDEN	1371 Riverwood Ct N	503-390-0442	Seth Hyden
Terry Hyden	1371 Riverwood Ct N	503-390-0442	Terry Hyden
Anna Lemoine	451 Sunset Ave N	503-390-1217	Anna Lemoine
Jake Peterson	4749 Riverwood Dr	541-908-3649	Jake Peterson
Virginia Dinger	4755 Riverwood Dr N	541-408-3173	Virginia Dinger
Peter Dinger	4755 Riverwood Dr N	541-408-3172	Peter Dinger

We, the citizens of the city of Keizer, petition the city Public Works Department to paint the curbs yellow, creating a No Parking area outside the residence located at 4585 Shoreline Dr N.

When turning right (south) onto Shoreline Dr. N from Rafael St. N, the number of vehicles parked along Shoreline Dr. N in front of the aforementioned residence creates a safety issue for both pedestrians and vehicles due to limited visibility. By signing below, I agree that there is in fact a safety issue and am asking the Public Works Director, Bill Lawyer, to create a No Parking area.

Name	Address	Phone #	Signature
Arny Veltz	1393 Rafael St N	503 999-9355	[Signature]
Mickey Hatley	1333 Rafael St N	503-393-4464	Mickey Hatley
Donald Haelma	4724 Riverwood Dr N	503 390 2680	Donald Haelma
Constance Vandehy	4724 Riverwood Dr N	503-390-2680	Constance Vandehy
Unita Bewley	1372 RIVERWOOD CT. N	503 393-3458	Unita Bewley
Doug Hoppin	4911 15 th Ave. N.	503-393-7137	Doug Hoppin
Patricia Woolley	1383 Rafael St N	503 910-4214	Patricia Woolley
Ann Helder	1363 Ritzel St N	503 999-1288	Ann Helder
Melanie Foster	4694 Riverwood Dr N	503-390-0226	Melanie Foster
TALE SHUART	4714 RIVERWOOD DR N	(971)-230-4044	[Signature]
Daniel K Woolly	1383 Rafael St N	503-910-3517	Daniel K Woolly
Doug Hoppin	4911 15 th Ave. N.	503-393-7137	Doug Hoppin
Andie Warberg	4815 Tate Ave N	503-363-9480	Andie Warberg
Robert E. Warberg	4815 Tate Ave N	503-363-9480	Robert E. Warberg
Randy S. Miller	4379 Shoreline Dr N	503-390-2663	Randy Miller
David Steepke	4758 Riverwood Dr N	503-393-7119	David Steepke
Jessi Peterson	4394 Riverwood Ave	406 490 7561	Jessi Peterson
James Andrew	4967 Trade Wind Ave N	503-480-4640	[Signature]

1 CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

2
3 ORDER

4
5 DESIGNATING “NO PARKING” ZONES IN
6 CERTAIN AREAS OF SHORELINE DRIVE
7 NORTH, KEIZER, OREGON
8

9 WHEREAS, the City Council of the City of Keizer has authority pursuant to
10 state statute and Keizer Ordinance No. 2005-535 to establish “no parking” zones;

11 WHEREAS, a resident of the Palma Ciega neighborhood has requested that “no
12 parking” zones be placed in certain areas of Shoreline Drive North to eliminate a
13 traffic safety issue by increasing the visibility for vehicles turning south onto
14 Shoreline Drive from Rafael Avenue;

15 WHEREAS, the City Council has reviewed the matter and finds that it is
16 appropriate to designate certain areas as “no parking”.

17 NOW, THEREFORE;

18 IT IS HEREBY ORDERED by the City Council of the City of Keizer that “no
19 parking” zones are hereby established in certain areas of Shoreline Drive North as
20 indicated on the attached exhibit.

21 IT IS HEREBY FURTHER ORDERED that the costs of installation and
22 maintenance of the yellow curbs and signage in the “no parking” zones be paid from
23 the Street Fund.

24 IT IS HEREBY FURTHER ORDERED that this Order shall take effect

1 immediately upon its passage.

2 PASSED this _____ day of _____, 2014.

3 SIGNED this _____ day of _____, 2014.

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Mayor

City Recorder

Exhibit 2

Proposed No Parking Zone
Designated by Yellow Curb

RAFAEL

SHORELINE

850

4585

790

841

821

4515

4520



1 inch = 30 feet

CITY COUNCIL MEETING: July 7, 2014

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND COUNCIL MEMBERS

THROUGH: CHRISTOPHER C. EPPLEY, CITY MANAGER

FROM: E. SHANNON JOHNSON, CITY ATTORNEY

SUBJECT: PUBLIC ART PROGRAM – INSURANCE

On May 5, 2014, the City Council adopted an Ordinance Providing for Public Art and Public Murals. You may recall that the insurance representative indicated that the rotating art would be added to the mobile equipment schedule up to the maximum value of \$25,000. The deductible per occurrence is \$1,000 with a premium of roughly \$250 per year. If the item was valued at more than \$25,000, then the item would be listed separately with its own deductible and premium. After Council's consideration, that information was incorporated into the Ordinance in an attempt to ensure that each exhibition would not be valued at more than \$25,000 total for all pieces. The adopted Ordinance sets forth that the City would be responsible for damage or loss to the Art work while on display only up to the maximum liability of \$3,000 per individual art piece or \$25,000 per exhibition.

During preparation for the current Colored Pencil Art exhibition, it was discovered that the individual art piece maximum liability of \$3,000 was workable, but the \$25,000 total per exhibition maximum liability was too low, in that the total value might be \$30,000 - \$35,000. Staff has contacted the insurance representative and requested options to present to Council for consideration. I have listed the options below for Council's consideration:

1. Keep the mobile equipment schedule at \$25,000 with the per occurrence deductible of \$1,000 with a premium of roughly \$250 per year and keep the maximum liability of \$3,000 per individual art piece and take no further action. We would tell the artists that the maximum liability to the City would be \$25,000 total and in the remote scenario where the total loss was over that, they would receive a lesser, proportionate share.
2. Change the per exhibition limits by listing up to \$25,000 maximum liability on the mobile equipment schedule and adding any art over the \$25,000 maximum liability as a separately listed item with its own deductible and premium. This would keep the maximum liability of \$3,000 per individual art piece. This would require that staff run an analysis of the values to arrive at the most cost-effective premium for each exhibition if the total values exceed \$25,000. In other words, staff would attempt to reduce the number of separately listed items as much as possible. Staff recommends against this option as it is unlikely to save any premium amounts and will be cumbersome to administer.

3. Increase the exhibition maximum liability to \$50,000 with a premium of roughly \$500 per year and keep the maximum liability of \$3,000 per individual art piece.

Under any of the options, the City would be required to pay deductibles of \$1,000 per item, with a maximum deductible of \$1,000 per occurrence.

RECOMMENDATION:

Review the matter and take one of the following actions:

1. Leave the insurance maximum liability as currently adopted.
2. Adopt the attached Ordinance amending the maximum liability for exhibition to \$50,000.
3. Direct staff to amend the current Ordinance as Council deems appropriate.

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

ESJ/tmh

1 BILL NO. ____

A BILL

ORDINANCE NO.

2014-_____

3 FOR

4
5 AN ORDINANCE

6
7 AMENDING ORDINANCE PROVIDING FOR PUBLIC
8 ART AND PUBLIC MURALS; **AMENDMENT OF**
9 **ORDINANCE NO. 2014-687**

10
11 WHEREAS, the City Council of the City of Keizer has adopted Ordinance

12 No. 2014-687 which provides for public art and public murals;

13 WHEREAS, such Ordinance sets forth some of the policies for the placement
14 of public art at the Keizer Community Center;

15 WHEREAS, the Council finds that it is appropriate to increase the maximum
16 liability for each exhibition;

17 WHEREAS, the Council finds that it is appropriate to amend Ordinance No.
18 2014-687 to increase the maximum liability for each exhibition to \$50,000;

19 NOW, THEREFORE,

20 The City of Keizer ordains as follows:

21 Section 1. AMENDMENT OF SECTION 5.B.8. OF ORDINANCE NO.
22 2014-687. Section 5.B.8. of Ordinance No. 2014-687 is hereby amended as follows:

- 23
24 8. City will be responsible for damage or loss to the Art work while
25 on display only. Regardless of market value, the maximum
26 liability to the City shall be \$3,000 per individual art piece or
27 \$50,000 per exhibition. In addition, if the Artwork is repairable,
28 City shall reimburse actual out-of-pocket costs for materials and
29 Artist shall repair the Artwork without charges for labor.
30

1 Section 2. EFFECTIVE DATE. This Ordinance shall take effect thirty (30)
2 days after its passage.

3 PASSED this _____ day of _____, 2014.

5 SIGNED this _____ day of _____, 2014.

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Mayor

City Recorder

CITY COUNCIL MEETING:_____

AGENDA ITEM NUMBER:_____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

**FROM: BILL LAWYER
PUBLIC WORKS DIRECTOR**

SUBJECT: PARKS VEHICLE PURCHASE FROM REVENUE SHARING FUND

DATE: June 27th, 2014

BACKGROUND:

The Public Works Department requested funds be allocated in the FY 14/15 Revenue Sharing Fund for a new 2013 or 2014 Ford F150 4x4 pickup truck for the Parks Division. This vehicle will be a front line vehicle used by Parks staff to maintain and improve the parks system. The purchase of this vehicle will replace a 1992 Ford F250 pickup truck.

Staff researched pricing for this vehicle and determined procurement through the Oregon Cooperative Procurement Program (ORCPP) provided the best price to the City. Purchase of this vehicle will be from Landmark Ford for a cost of \$26,478.00, with a trade in allowance for the 1992 F250 pickup truck of \$1,000.00 which brings the final purchase price to \$25,478.00.

FISCAL IMPACT:

Funds are available in the FY 14/15 Revenue Sharing Fund budget line 19.

RECOMMENDATION:

Staff recommends City Council adopt the attached Resolution authorizing the City Manager to purchase a 2013 Ford F150 4x4 pickup truck from Landmark Ford for \$25,478.00 and the trade in the 1992 F250 pickup truck.

Please contact me with any questions or concerns.

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2014-_____

AUTHORIZING THE CITY MANAGER TO PURCHASE A 2013
FORD F150 PICKUP FOR PARKS DEPARTMENT AND
AUTHORIZING DISPOSITION OF SURPLUS PROPERTY

WHEREAS, the City of Keizer budgeted funds in the 2014-2015 Revenue

Sharing fund to purchase a new 2013 Ford F150 4x4 Pickup to replace the 1992 Ford
F250 Pickup that has provided many years of service to the Department;

WHEREAS, the City has utilized the Oregon Corporation Procurement Program
with the lowest total bid being \$26,478 from Landmark Ford;

WHEREAS, such bid included the trade in of the 1992 Ford F250;

WHEREAS, Ordinance No. 2008-579 allows for surplus property to be disposed
of;

WHEREAS, the 1992 Ford F250 has been identified as having a trade-in value of
approximately \$1,000.00;

WHEREAS, Ordinance No. 2008-579 allows the disposal of City-owned surplus
property by several methods, including any method that in the City's discretion is in the
best interests of the City;

WHEREAS, staff has recommended the disposal of the 1992 Ford F250 as
surplus property because it is no longer useful or needed;

1 WHEREAS, the City Manager approves of the disposal of the 1992 Ford F250 as
2 surplus property;

3 NOW, THEREFORE,

4 BE IT RESOLVED by the City Council of the City of Keizer that the City
5 Manager is hereby authorized to purchase a 2013 Ford F150 Pickup from Landmark
6 Ford for a net purchase price of \$25,428.00 after trade-in credit described below.

7 BE IT FURTHER RESOLVED that the City Council of the City of Keizer
8 declares the 1992 Ford F250 as surplus property.

9 BE IT FURTHER RESOLVED that the 1992 Ford F250 be disposed of by use as
10 a trade-in with a trade-in value of \$1,000.00.

11 BE IT FURTHER RESOLVED that the City Manager is authorized to take any
12 and all necessary acts to effectuate the purchase of the 2013 Ford F150 and the disposal
13 of the surplus property.

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

16 PASSED this _____ day of _____, 2014.

17

18 SIGNED this _____ day of _____, 2014.

19

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21

Mayor

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23

24

City Recorder

CITY COUNCIL MEETING: July 7, 2014

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**FROM: MACHELL DEPINA
HUMAN RESOURCES DIRECTOR**

SUBJECT: CITY MANAGER EVALUATION AND SALARY INCREASE

ISSUE

The City Manager's Employment Contract was previously extended to June 30, 2015 and provides for a yearly performance review. The yearly performance review has been completed for the year ending June 30, 2014 and the Council has determined Chris Eppley's performance is satisfactory.

The City Manager's Employment Contract does not require formal contract amendment for salary increases. The Council has determined that a one step salary increase to the City Manager is appropriate and warranted. Therefore, a one step salary increase from Salary Range 38, Step 9 to Salary Range 38, Step 10 should be provided, including Cost of Living adjustment of 2.5% as provided to unrepresented employees, effective July 1, 2014.

RECOMMENDATION

It is recommended that the Council review the attached Resolution and take appropriate action.

If you have any questions regarding this staff report, please contact me by phone at 503-856-3417 or by email at depinam@keizer.org.

Thank you.

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CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON
Resolution R2014-____
GRANTING STEP INCREASE TO THE CITY MANAGER

WHEREAS, the Keizer City Council has extended the contract of the City Manager to June 30, 2015 pursuant to Resolution R2014-2404;

WHEREAS, the Employment Contract between the City of Keizer and Christopher C. Eppley provides for a performance review at least once each fiscal year;

WHEREAS, the City Council has conducted the performance review for the fiscal year ending June 30, 2014 and the Council has determined that Christopher C. Eppley's performance is satisfactory;

WHEREAS, the Employment Contract does not require formal contract amendment for salary increases;

WHEREAS, the Council has determined that a one step salary increase to the City Manager is appropriate and warranted;

NOW, THEREFORE,
BE IT RESOLVED by the City Council of the City of Keizer that the City Manager's salary shall be increased from Salary Range 38, Step 9 to Salary Range 38, Step 10 pursuant to the current salary matrix, including Cost of Living Adjustment of 2.5% as provided to unrepresented employees, effective July 1, 2014.

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

PASSED this _____ day of _____, 2014.
SIGNED this _____ day of _____, 2014.

Mayor

City Recorder

CITY COUNCIL MEETING: July 7, 2014

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**FROM: MACHELL DEPINA
HUMAN RESOURCES DIRECTOR**

SUBJECT: CITY ATTORNEY EVALUATION AND SALARY INCREASE

ISSUE

The City Attorney's Employment Contract was previously extended to June 30, 2015 and provides for a yearly performance review. The yearly performance review has been completed for the year ending June 30, 2014 and the Council has determined E. Shannon Johnson's performance is satisfactory.

The City Attorney's Employment Contract does not require formal contract amendment for salary increases. The Council has determined that a one step salary increase to the City Attorney is appropriate and warranted. Therefore, a one-step salary increase from Salary Range 36, Step 9 to Salary Range 36, Step 10 should be provided, including Cost of Living adjustment of 2.5% as provided to unrepresented employees, effective July 1, 2014.

RECOMMENDATION

It is recommended that the Council review the attached Resolution and take appropriate action.

If you have any questions regarding this staff report, please contact me by phone at 503-856-3417 or by email at depinam@keizer.org.

Thank you.

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CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON
Resolution R2014-____
GRANTING STEP INCREASE TO THE CITY ATTORNEY

WHEREAS, the Keizer City Council has extended the contract of the City Attorney to June 30, 2015 pursuant to Resolution R2013-2405;

WHEREAS, the Employment Contract between the City of Keizer and E. Shannon Johnson provides for a performance review at least once each fiscal year;

WHEREAS, the City Council has conducted the performance review for the fiscal year ending June 30, 2014 and the Council has determined that E. Shannon Johnson's performance is satisfactory;

WHEREAS, the Employment Contract does not require formal contract amendment for salary increases;

WHEREAS, the Council has determined that a one step salary increase to the City Attorney is appropriate and warranted;

NOW, THEREFORE,

BE IT RESOLVED by the City Council of the City of Keizer that the City Attorney's salary shall be increased from Salary Range 36, Step 9 to Salary Range 36, Step 10 pursuant to the current salary matrix, including any Cost of Living Adjustments of 2.5% as provided to unrepresented employees, effective July 1, 2014.

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

PASSED this _____ day of _____, 2014.
SIGNED this _____ day of _____, 2014.

Mayor

City Recorder



MINUTES
KEIZER CITY COUNCIL SPECIAL SESSION
Monday, June 2, 2014
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Christopher called the meeting to order at 5:45 pm. Roll Call was taken as follows:

Present:

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

Staff:

Chris Eppley, City Manager
Shannon Johnson, City Attorney
Nate Brown, Community
Development
Bill Lawyer, Public Works Director
John Teague, Police Chief
Tracy Davis, City Recorder

PUBLIC FORUM

**a. Parking
Ordinance No.
2005-535 –
Request by
Tow Company
to Amend
Ordinance to
Allow Parking
of Tow Trucks
in Residential
Area**

Mayor Christopher announced that the meeting would be run like a Work Session but would include public testimony and noted that input had been received from both neighborhood associations.

Jeff Kelder, Keizer, expressed support for the current ordinance which relieved him of a tow truck parking in front of his house in past years. He urged that tow trucks not be allowed to park in neighborhoods.

Rhonda Rich, Keizer, speaking on behalf of the West Keizer Neighborhood Association, urged that parking of tow trucks be prohibited in residential neighborhoods.

Jeff Asher, BC Towing, Keizer, urged Council to consider not only neighborhoods but the motoring public adding that when Ordinance 2005-535 was passed Keizer was not a 24-hour town like it is now. He voiced support for allowing parking in neighborhoods in order to better serve stranded motorists and fielded questions regarding motor, radio and backup beeping noises.

Ron Duncan, Salem, discouraged allowing tow trucks to park on City property instead of neighborhoods. He noted that when he checked the "parking in the mud" issue, the only vehicle he saw parked in that vicinity was a privately owned Chevrolet pickup and in the same neighborhood there were other parking violations about which there were no complaints. He then fielded questions about his company's equipment.

Bill Dyke, Keizer, residing adjacent to the “mud hole” explained that mud tracked into the street by the tow trucks created a “bog” that vehicles had to drive through for two months in the winter. He urged that the present ordinance remain in place with tow truck parking prohibited.

John Blake, Keizer, requested that the mud hole and broken water meter be repaired and urged that the present ordinance remain in place with tow truck parking prohibited.

Liz Rummelhard, Wiltse Towing, proposed as a compromise that tow trucks be allowed to park in driveways but not in streets.

Discussion then took place regarding who is legally responsible for repairing damage in right of way, code enforcement, truck specifications, allowing parking of that weight of vehicle in a residential area, neutral parking areas, and adjusting the response time.

Carol Doerfler, Keizer, stated that she did not feel she was in danger while waiting for tow trucks and suggested that tow companies provide a place for their drivers to stay when they are on call.

Darrell Richardson, Keizer, voiced support for the current parking ordinance and suggested that like the volunteer fire department, there be a central location where the trucks are kept and drivers meet to respond to calls.

City Manager Chris Eppley noted that the next step would be for Council to put this issue on a Council meeting agenda for discussion and give staff direction at that time. City Attorney Shannon Johnson urged Councilors to send questions to staff prior to the meeting.

OTHER BUSINESS None

ADJOURNMENT Mayor Christopher adjourned the meeting at 6:47 p.m.

MAYOR:

APPROVED:

Lore Christopher

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Dennis Koho

Councilor #4 – Cathy Clark

Councilor #2 – Kim Freeman

Councilor #5 – Joe Egli

Councilor #3 – Marlene Quinn

Councilor #6 – James Taylor

Minutes approved: _____



MINUTES
KEIZER CITY COUNCIL
Monday, June 2, 2014
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Christopher called the meeting to order at 7:01pm. Roll Call was taken as follows:

Present:

Lore Christopher, Mayor
Dennis Koho, Councilor
Cathy Clark, Councilor
Marlene Quinn, Councilor
Jim Taylor, Councilor
Kim Freeman, Councilor
Sky Cater, Youth Councilor

Absent:

Joe Egli, Council President

Staff:

Chris Eppley, City Manager
Shannon Johnson, City Attorney
Nate Brown, Community Development
Bill Lawyer, Public Works
John Teague, Police Chief
Susan Gahlsdorf, Finance Director
Machell DePina, Human Resources
Tim Wood, Senior Controller
Tracy Davis, City Recorder

FLAG SALUTE

Scout Mason from Troop 67 led the pledge of allegiance.

**PUBLIC
TESTIMONY**

Shabri Vignery and Audra Anderson, Keizer, reported on the impact of the gates being closed on Sandy Drive at McNary High School. They explained that the gates are only closed during school hours so the impact has been negligible. Mayor Christopher suggested they talk to the school board so that they understand; particularly because there are many other entrances to the school grounds. Councilor Taylor suggested approaching Cherriots about changing their route so that students would not be dropped off at Sandy Drive. Mayor Christopher suggested that Ms. Vignery and Anderson document the times and number of youth that congregate and take pictures and, when school reconvenes, go to the District as a coalition of moms and explain the problem. She urged that dialog take place with Cherriots and suggested that pictures of bad behavior be posted on social media and the school website. Mayor Christopher indicated that Council would be willing to submit a letter of support as well.

Vickie Hilgemann, Keizer, announced that the Keizer Parks Foundation had received a \$15,000 grant from the Oregon Community Foundation to be used for the Big Toy at Keizer Rapids Park. She then presented Council will a \$10,000 check which is the amount the Foundation had

raised during the year towards building the Big Toy.

Richard Walsh, Keizer, reported on Parks Advisory Board actions including approval of master planning the new 58 acre parcel at Keizer Rapids Park and delaying the siting of the Big Toy Project until the UGB expansion. He reviewed the proposed Parks Board Matching Grant Program and rules and asked Council to approve them. City Attorney Shannon Johnson added that this will be on the next meeting agenda.

Richard Walsh, Keizer, named attendees at the recent Willamette Water Trail meeting and noted that the trail is shaping up with canoe racks, lockers and bike racks at Keizer Rapids Park and other communities are considering installing them. The Champoeg Management Unit is looking into improving signage and Yamhill Landing is being reestablished as a campsite with others planned. Mr. Walsh then requested that a link to the Willamette Water Trail website be placed on the City's web page.

PUBLIC HEARINGS

a. ORDINANCE – Setting Water Rates (2015); Repealing Ordinance No. 2013-680 and 2003-484

Finance Director Susan Gahlsdorf reminded Council that last year they had approved a new Water Master Plan which included \$10 million of infrastructure improvements over the next 20 years. Staff recommends funding this with an “even rate slope” meaning a regular rate increase every year for the next several years. She explained the advantages to this sort of increase noting that the average increase per household will be \$6.64 per year.

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

Councilor Taylor moved that Keizer City Council adopt an Ordinance Setting Water Rates (2015); Repealing Ordinance No. 2013-680 and 2003-484. Councilor Clark seconded. Motion passed as follows:

AYES: Christopher, Koho, Quinn, Freeman, Taylor and Clark (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Egli (1)

b. RESOLUTION – Amending the Storm Water Utility Fee and Declaring an Emergency (Amending R2007-1808; Repealing R2013-3258)

Director Gahlsdorf reminded Council that last year the City went through an extensive process of reviewing the long term funding needs of the storm water utility and in November 2012 Council adopted a plan and funding strategy necessary to meet State and Federal regulatory requirements. Compliance requirements call for rate increases over the next 5 years. Noncompliance could result in heavy fines from the Federal Government. The first rate increase went into effect January, 2013. Staff recommends funding the Storm Water operations and improvements with even rate slope increases of 10%-12% each year. The average increase per household for this utility will be \$5.16 per year.

Councilor Koho reminded Council and Staff that the original ordinance requires that Council provide a program for credits to those who do

something extra and this has not been done. City Attorney Shannon Johnson agreed with Councilor Koho but noted that there was no date in the ordinance for establishing the credits. He suggested that Council either amend the ordinance or set up the credit program. Councilor Taylor interjected that the Storm Water Advisory Committee began working on this at their last meeting. Council agreed by consensus to either initiate the program or amend the Resolution by the end of 2014.

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

Councilor Taylor moved that Keizer City Council adopt a Resolution Amending the Storm Water Utility Fee and Declaring an Emergency (Amending R2007-1808; Repealing R2013-3258). Councilor Clark seconded. Motion passed as follows:

AYES: Christopher, Koho, Quinn, Freeman, Taylor and Clark (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Egli (1)

**c. RESOLUTION –
Establishing
Fees for Certain
Administrative
Services;
Repealing R84-
098, R85-122,
R2012-2271, and
R2013-2381**

City Attorney Shannon Johnson explained that this was mainly related to Police Department fees and the fees listed in the staff report.

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

Councilor Taylor moved that Keizer City Council adopt a Resolution Establishing Fees for Certain Administrative Services; Repealing R84-098, R85-122, R2012-2271, and R2013-2381. Councilor Clark seconded. Motion passed as follows:

AYES: Christopher, Koho, Quinn, Freeman, Taylor and Clark (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Egli (1)

**d. RESOLUTION –
Adopting Land
Use Fees
Relating to
Partitions and
Subdivisions**

City Attorney Johnson explained that the Partition and Subdivision fees have to be recorded with the County Clerk so the Resolutions are split to avoid paying to record fees that are not required to be recorded. He added that the Planning Commission considered this at their last meeting and recommended Council adoption of the Partition and Subdivision fees.

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

Councilor Taylor moved that Keizer City Council approve a Resolution Adopting Land Use Fees Relating to Partitions and Subdivisions. Councilor Clark seconded. Motion passed as follows:

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

**RESOLUTION –
Adopting Land
Use and Sign
Permit Fees
Unrelated to
Partitions and
Subdivisions**

Councilor Taylor moved that Keizer City Council approve a Resolution Adopting Land Use and Sign Permit Fees Unrelated to Partitions and Subdivisions; Repealing R2011-2123 and R2013-2382. Councilor Clark seconded. Motion passed as follows:

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

**e. RESOLUTION –
Adopting the FY
14-15 Budget,
Making
Appropriations
and Imposing
and
Categorizing
Taxes**

Finance Director Susan Gahlsdorf provided background on the development of the Budget, reviewed allowable adjustments and restrictions and recommended adoption of the Budget.

Mayor Christopher opened the Public Hearing.

Richard Walsh, Keizer, urged that more funding be allowed for the Parks Matching Grant program to get the best bang for the buck for the citizens of Keizer. He noted that Keizer Rapids Parks generates over \$24,000 a year in rental income which has helped fund the Willamette Manor play structure and the improvements at the Little League Park. He requested that the \$4,000 left on the table after Budget deliberations be allocated to Parks and added that rental income from Park property should be allocated for use in the Parks fund as well.

City Manager Chris Eppley explained that it is inaccurate to say that there was \$3900 left on the table; the Budget is actually about \$5,000 short of meeting the 15% ending fund balance goal set in budget policy adopted by Council. If Council wants to move money, the \$60,000 Contingency Fund would be a more appropriate source, but it would put the City in a dangerous position. Ms. Gahlsdorf added that funding could be added mid-year if the grant program is in need.

Councilors Quinn and Taylor voiced support for giving an additional \$10,000 to the Parks Matching Grant Program. Councilors Koho and Freeman urged caution because the contingency fund is low.

Hearing no further testimony, Mayor Christopher closed the Public Hearing.

Councilor Taylor moved that the Keizer City Council approve a Resolution Adopting the FY 14-15 Budget, Making Appropriations and Imposing and Categorizing Taxes. Councilor Clark seconded.

Public Works Director Bill Lawyer explained that because a project will not be completed during the 14-15 fiscal year, Line 21 in Water Facility

Fund needs to be modified: projected expenses reduced by \$30,000 (down to \$60,200) and increased in 15-16 fiscal year by \$30,000 (from \$79,000 to \$109,000).

Councilor Quinn offered a friendly amendment to amend the Water Facility Fund as detailed by Public Works Director Bill Lawyer. Councilors Taylor and Clark accepted the amendment.

Councilor Quinn offered a friendly amendment to add \$10,000 to the current Parks budget from the contingency fund. Councilor Clark did not accept the amendment.

Councilor Quinn moved to amend the Budget adding \$10,000 to the current Parks budget from the contingency fund. Councilor Taylor seconded. Motion failed as follows:

AYES: Quinn and Taylor (2)

NAYS: Christopher, Koho, Freeman and Clark (4)

ABSTENTIONS: None (0)

ABSENT: Egli (1)

Mayor Christopher offered a friendly amendment to add \$4,000 to the Parks Fund from the Contingency Fund. Councilors Taylor and Clark accepted the amendment.

Councilor Clark offered a friendly amendment to add \$1,000 to page 108 line 16 for after school programs; taken from the Contingency Fund. Councilors Taylor and Clark accepted the amendment.

Councilor Clark clarified that the accepted amendments were: \$4000 more for Parks and \$1000 more for schools.

Motion (with friendly amendments) passed as follows:

AYES: Christopher, Koho, Quinn, Freeman, Taylor and Clark (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Egli (1)

**f. RESOLUTION –
Declaring the
City's Election
to Receive State
Revenues**

Senior Controller Tim Wood explained that Oregon Law Requires Cities to annually pass a Resolution requesting revenue sharing funds and state law requires that any city in a county with over 100,000 inhabitants also certify that they provide 4 or more municipal type services. Estimates for Revenue Sharing are approximately \$293,000 next year.

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

Councilor Taylor moved that the Keizer City Council adopt a Resolution Declaring the City's Election to Receive State Revenues. Councilor Clark seconded. Motion passed as follows:

AYES: Christopher, Koho, Quinn, Freeman, Taylor and Clark (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Egli (1)

**RESOLUTION –
Certifying the
City Provides
Four or More
Municipal
Services**

Councilor Taylor moved that the Keizer City Council adopt a Resolution Certifying the City Provides Four or More Municipal Services. Councilor Clark seconded. Motion passed as follows:

AYES: Christopher, Koho, Quinn, Freeman, Taylor and Clark (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Egli (1)

**g. RESOLUTION –
Certification of
Street Lighting
District
Assessments**

Mr. Wood directed attention to the assessments and explained that they need to be certified to Marion County by June 30 so that they can be added to the November 2014 Tax Roles. The total amount is \$457,783. The average increase for each household is approximately \$7 per year primarily due to increases in electricity rates.

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

Councilor Taylor moved that the Keizer City Council adopt a Resolution Certification of Street Lighting District Assessments. Councilor Clark seconded. Motion passed as follows:

AYES: Christopher, Koho, Quinn, Freeman, Taylor and Clark (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Egli (1)

**h. RESOLUTION –
Forming
Windsor Island
Street Lighting
Local
Improvement
District**

City Manager, Chris Eppley, provided the history of the formation of this Street Lighting Local Improvement District and noted that the Public Hearing was to consider remonstrances to the project and objections to proposed assessments. Staff recommendation is that City Council open a Public Hearing to consider oral objections and written remonstrances to the formation of Windsor Island Street Lighting Local Improvement District and if there are no objections, close the public hearing and consider adoption of the resolution forming the district and the proposed assessment ordinance.

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

Councilor Taylor moved that the Keizer City Council adopt a Resolution Forming Windsor Island Street Lighting Local Improvement District. Councilor Clark seconded. Motion passed as follows:

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

**ORDINANCE –
Spreading
Assessments to
Windsor Island
Street Lighting
Local
Improvement
District**

Councilor Taylor moved that the Keizer City Council adopt an Ordinance Spreading Assessments to Windsor Island Street Lighting Local Improvement District. Councilor Clark seconded. Motion passed as follows:

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

**ADMINISTRATIVE
ACTION**

**a. RESOLUTION –
Amending
Administrative
Services Fund;
Amending
R2010-2017**

Director Gahlsdorf provided clarification regarding this fund noting that the 2013-14 Budget provides for two additional cost centers within the Administrative Services Fund: the Public Works non-departmental costs and Finance Department utility billing. She noted that there is no fiscal impact to this; it is simply a Budget Compliance issue.

Councilor Taylor moved that the Keizer City Council adopt a Resolution Amending Administrative Services Fund; Amending R2010-2017. Councilor Clark seconded. Motion passed as follows:

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

**b. RESOLUTION –
Authorization
for
Appropriations
Transfer for
Electricity
Rebates and
Electricity Rate
Increases**

Senior Controller Tim Wood provided background information regarding Street Lighting Districts noting that prior to the formation of the districts they were accounted for as part of the sewer fund and Salem gave Keizer electricity rebates which were credited to the sewer fund. When the two funds separated, those rebates continued to go to the sewer fund but they should be accounted for in the Street Lighting District. Staff is requesting that a portion of the \$88,500 of electricity rebates be appropriated to the Street Lighting District to offset some of the increased electricity costs.

Councilor Taylor moved that the Keizer City Council adopt a Resolution Authorization for Appropriations Transfer for Electricity Rebates and Electricity Rate Increases. Councilor Clark seconded. Motion passed as follows:

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

- c. RESOLUTION – Certification of Delinquent Sewer and Storm Water Accounts**
- Director Gahlsdorf explained that the sewer and storm water fees are collected from residents and businesses of Keizer and that the list attached to the staff report shows delinquent accounts. In addition to the delinquencies a 10% delinquency amount and a \$37 administrative fee have been added.
- Councilor Taylor moved that the Keizer City Council adopt a Resolution Certification of Delinquent Sewer and Storm Water Accounts. Councilor Clark seconded. Motion passed as follows:
- AYES: Christopher, Koho, Quinn, Freeman, Taylor and Clark (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Egli (1)
- d. ORDINANCE – Amending Keizer Development Code Regarding Sections 1.200, 2.102, 2.103, 2.104, 2.105, 2.107, 2.432 3.101, and 3.202; Amending Ordinance 98-389**
- City Attorney Shannon Johnson explained that this was addressed in February but the Cottage Cluster section was a different application process with fees so staff waited until the meeting where fees would be addressed.
- Councilor Taylor moved that the Keizer City Council adopt an Ordinance Amending Keizer Development Code Regarding Section 1.200 (Definitions), Section 2.102 (Single Family Residential), Section 2.103 (Limited Density Residential), Section 2.104 (Medium Density Residential), Section 2.105 (High Density Residential), Section 2.107 (Mixed Use), Section 2.432 (Cottage Cluster Development), Section 3.101 (Summary of Application Types), and Section 3.202 (General Procedures – Types I, II, and III Actions); Amending Ordinance 98-389. Councilor Clark seconded. Motion passed as follows:
- AYES: Christopher, Koho, Quinn, Freeman, Taylor and Clark (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Egli (1)

CONSENT CALENDAR

- A. RESOLUTION – Authorizing City Manager to Award and Enter Into an Agreement with Roy Houck Construction LLC for Annual Street Resurfacing Project (2014)
- B. RESOLUTION – Ratifying the Public Works Director's Execution of Marion County Community Projects Grant Program Application for Community Build Playground Project at Keizer Rapids Park
- C. RESOLUTION – Authorizing the City Manager to Sign Intergovernmental Agreement between Marion County and the City of Keizer for Inmate Work Crew Services (2014-2016)

Public Works Director Bill Lawyer provided additional information regarding the Inmate Work Crew Services.

Mayor Christopher moved for approval of the Consent Calendar. Councilor Taylor seconded. Motion passed as follows:

AYES: Christopher, Koho, Quinn, Freeman, Taylor and Clark (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Egli (1)

COMMITTEE REPORTS

a. Appointments to the Keizer Arts Commission

Mayor Christopher moved to appoint Rick Day, Jill Hagen, Amy Ripp, Beth Melendy, Heather Weathers and someone from McNary to the Keizer Arts Commission. Councilor Taylor seconded. Motion passed as follows:

AYES: Christopher, Koho, Quinn, Freeman, Taylor and Clark (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Egli (1)

OTHER COMMITTEE REPORTS

Councilor Koho urged that signs directing Keizer Station traffic to River Road be installed. Mr. Lawyer indicated they would be installed soon.

Councilor Clark announced various activities she had attended or was planning to attend including the flag raising ceremony at Pvt. Ryan J. Hill Park, the World War II dedication at Wilson Park, the Open House at Courthouse Square and the welcome event for the Volcanoes.

Councilor Freeman thanked staff and all organizers for the flag raising ceremony at Pvt. Ryan J. Hill Park.

Councilor Quinn announced meeting times for the Community Build Project at Keizer Rapids Park and public hearings related to the master planning process and the Special K-FEST meeting to approve bands. She also thanked staff and all organizers for the flag raising ceremony at Pvt. Ryan J. Hill Park.

Councilor Taylor announced the upcoming Keizer Points of Interest Committee/City Council Joint Session Tour and praised the World War II memorial and the people who lived during that time.

OTHER BUSINESS

City Recorder Tracy Davis announced volunteer opportunities.

Human Resources Director Machell DePina announced current recruitment for a Utility Billing Clerk and encouraged bi-lingual applicants to apply.

Police Chief Teague announced that a Keizer PD position was offered to an officer in Beaverton Police Department.

Community Development Director Nate Brown announced that he would be making the presentation on the Oregon Parks and Recreation Department Grant for the Big Toy. The request is for \$150,000. Bill Lawyer clarified that the \$25,000 received from the Parks Foundation can be used as part of the grant match for this grant.

Mayor Christopher added that a poison oak tree adjacent to Keizer Little League Park had been removed. She explained that the City does not have authority to remove vegetation from private property but the owner gave them permission and R & R Tree service removed the tree. The owner will reimburse the City for the cost.

Youth Councilor Sky Cater reported on the Golden Onion Awards for Drama Department and student events in the upcoming week including graduation, birthdays and various graduation parties. He added that he plans on attending college but will not start until winter term. Mayor Christopher then presented him with a certificate and card as a token of Council appreciation for his service.

**WRITTEN
COMMUNICATION**

None

AGENDA INPUT

June 9, 2014

5:45 p.m. – City Council Work Session

- Tour with Keizer Points of Interest Committee

June 16, 2014

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

ADJOURNMENT

Mayor Christopher adjourned the meeting at 8:53 p.m.

MAYOR:

APPROVED:

Lore Christopher

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Dennis Koho

Councilor #4 – Cathy Clark

Councilor #2 – Kim Freeman

~ Absent ~

Councilor #5 – Joe Egli

Councilor #3 – Marlene Quinn

Councilor #6 – James Taylor

Minutes approved: _____



MINUTES
KEIZER CITY COUNCIL/KEIZER POINTS OF INTEREST COMMITTEE
JOINT SESSION MINUTES
Monday, June 9, 2014
Keizer, Oregon

Attendees assembled in the lobby of the Keizer Civic Center at 5:45. Those in attendance were:

Council:

Lore Christopher, Mayor
Jim Taylor, Councilor
Kim Freeman, Councilor
Marlene Quinn, Councilor
Dennis Koho, Councilor
Joe Egli, Councilor
Cathy Clark, Councilor

Keizer Points of Interest Committee:

Jill Bonney-Hill, KPIC Chair
Debbie Miller, KPIC
Sherrie Gottfried, KPIC
Charlotte Clark, KPIC
Three Positions Vacant

Staff:

Debbie Lockhart, Deputy City Recorder

Attendees carpooled to:

- **Marie Dorion** where KPIC President Jill Bonney-Hill provided a detailed history of Marie Dorion, the work of former KPIC member Barbara Clement relating to the memorial and the dedication which was held in July of 2010.
- **Claggett Cemetery** where KPIC member Sherrie Gottfried showed everyone the location of the oldest graves and pointed out that there is an Asian cemetery located nearby. Attendees then wandered around the cemetery to view various gravesites.
- **Trees of History: Sequoia at McNary** where KPIC Council Liaison Jim Taylor explained that there used to be two trees in that location and golfers teed off between the trees. He also explained that Senator McNary planted the trees and developed the filbert and plum trees in the area. He noted that there used to be Black Walnut trees lining the fairways. Former Councilor Jerry McGee who was also attending, provided additional information about the McNary Vice Presidential campaign.
- **Donation Land Claim** where Charlotte Clark reviewed the history of the claim and provided details noting that the law allowing women to own half of the land acquired through marriage was one of the first to grant married women land ownership. Mr. McGee added that since Caucasian women were in short supply, Native American women were often married to Caucasian men, which made them the first

Native Americans to own land. He provided details regarding the names of various property owners and the boundaries of their properties, pointed out that the lettering on the Donation Land Claim was intentionally made small so that motorists would not try to read it while driving, and provided details on the materials and cost noting that he had paid for the sign himself.

- **Trees of History/Interest: Ferrill's Crimson Flowering Crab at Rainbow Garden Mobile Village** where Jim Taylor tried to find the tree but was unable to do so. He explained that it was developed and selected by Ed Ferrill of Ferrill's Nursery in Keizer probably before 1960.
- **Geo Cache** where Debbie Miller, assisted by former KPIC member Mike Hickman, showed attendees the I-Phone App for Geocaching and allowed everyone to search for the cache in front of City Hall. Contents of the cache were viewed and protocol for participation in geocaching was reviewed.

Tour concluded at 7:25 p.m.

APPROVED:

Mayor – Lore Christopher

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Dennis Koho

Councilor #4 – Cathy Clark

Councilor #2 – Kim Freeman

Councilor #5 – Joe Egli

Councilor #3 – Marlene Quinn

Councilor #6 – James Taylor

Minutes approved: _____



MINUTES
KEIZER CITY COUNCIL
Monday, June 16, 2014
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER

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

Present:

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

Staff:

Chris Eppley, City Manager
Shannon Johnson, City Attorney
Nate Brown, Community Development
Bill Lawyer, Public Works
Jeff Kuhns, Deputy Police Chief
Tim Wood, Senior Controller
Tracy Davis, City Recorder

FLAG SALUTE

Mayor Christopher led the pledge of allegiance.

**PUBLIC
TESTIMONY**

City Manager Chris Eppley provided information about the Government Finance Officers Association and the Outstanding Achievement in Financial Reporting Award. Senior Controller Tim Wood added that the City has received this award 15 years in a row and that it is not only attributable to the Finance Department but to Council for their oversight and support in the finance and budgeting process.

Mayor Christopher reminded the audience of the Special Council meeting announcement prohibiting further testimony regarding the tow truck parking issue.

Chuck Fisher, Keizer, reported that the Planning Commission had held a Public Hearing on Environmental and Public Services Comp Plan revisions and recommended Council adoption. He noted that a significant change is the reclassification of Labish ditch to a waterway.

Lori Koho, Keizer, requested that public hearing signage be posted in a format that is easier for the driving public to read.

Jerry McGee, Keizer, requested that additional lighting for the Thomas Dove Keizur Statue be placed either on the nearby light pole or on the adjacent Douglas fir tree so that the statue will be lit from above. He also suggested that the statue be pressure washed and waxed. Council agreed by consensus to fund this maintenance up to \$500.

PUBLIC HEARINGS None

**ADMINISTRATIVE
ACTION**

**a. Parking
Ordinance No.
2005-535
(Request by
Tow Company
to Amend
Ordinance to
Allow Parking
of Tow Trucks
in Public Right
of Way)**

City Attorney Shannon Johnson explained that testimony was heard on this matter at public hearings and forums. He noted that the current ordinance prohibits vehicles over 10,000 pounds from parking on the public right of way but tow companies have requested changing that to allow overnight parking at drivers' residences. He directed attention to his staff report that offered various options for consideration.

Community Development Director Nate Brown and Mr. Johnson then fielded questions regarding parking violations, home occupation restrictions, and parking in apartment parking lots or on RV pads.

Councilor Egli moved to direct staff to come back with an ordinance allowing tow trucks under the home occupation, increasing the weight limit to 19,500 pounds, Class 5, and extending the response time to 45 minutes. Councilor Koho seconded.

Mr. Johnson pointed out that if tow truck residential parking is allowed, the response time would not need to be increased; the response time issue is addressed in the towing company contracts which are renewed annually. He noted that staff would alert Council to the timing of the contracts so that they can decide on the appropriate response time. Deputy Chief Kuhns interjected that circumstances dictate a varying need on response time and discussion should take place to address this.

Councilor Egli offered a friendly amendment to remove the 45 minute response time from the motion. Councilor Koho accepted the amendment.

Council agreed that this issue was specific to tow trucks and not all commercial vehicles but requested that repeat offenses be avoided by graduated consequences up to removal of the privilege. It was also suggested that buffering of the parking area be required.

Mr. Johnson noted that increasing the weight limit is a land use issue and will need to go to a Public Hearing at the Planning Commission. He added that the Commission could also consider the consequences of repeat offenses and buffering.

Mayor Christopher restated the motion: To direct staff to come back with an ordinance allowing Class 5, 19,500 pound tow trucks to be parked on private property and in driveways as long as they do not block sidewalks. Motion passed as follows:

AYES: Christopher, Egli, Koho and Clark (7)

NAYS: Quinn, Freeman and Taylor (3)

ABSTENTIONS: None (0)

ABSENT: None (0)

Councilor Egli read from the April 7 staff report which suggests that Council address the fine for parking violations, applying the parking

ordinance to private streets, and amending the truck route. Council agreed by consensus to bring these items back with the other items.

**b. ORDINANCE ~
Amending
Keizer
Development
Code
Regarding
Sections 2.129,
2.301, 3.202,
Amending
Ordinances
98-389, 2009-
589, 87-077**

Mr. Johnson reminded Council that this had been addressed at the May 19 meeting and Council had directed staff to come back with an ordinance approving the Keizer Development Code/Keizer Transportation System Plan (April 2009)/Comprehensive Plan Map text changes to revise the Code/Plans involving the Interchange Area Management Plan (IAMP). The ordinance is being offered for adoption at this meeting. He added that the IAMP should be included in the Ordinance and is adopted by reference.

Councilor Egli moved that the Keizer City Council adopt an Ordinance Amending Keizer Development Code Regarding Section 2.129 (Chemawa Interchange Overlay Zone (CIO)), Section 2.301 (General Provisions), Section 3.202 (General Procedures – Types I, II, and III Actions), and the Zoning Map; AMENDING ORDINANCE 98-389; Amending the City of Keizer Transportation System Plan (April, 2009) Regarding Chapter 2 and Chapter 4; AMENDING ORDINANCE NO. 2009-589; and Amending Ordinance No. 87-077 (the Keizer Comprehensive Plan); AMENDING ORDINANCE 87-077 to Allow Implementation of the Interchange Area Management Plan (IAMP) as amended. Councilor Clark seconded. Motion passed unanimously as follows:

AYES: Christopher, Egli, Koho, Quinn, Freeman, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**c. Regulations
Relating to
Medical
Marijuana
Facilities
Within the City
of Keizer**

Shannon Johnson suggested that Council decide upon the process followed by discussion of task force recommendations.

Councilor Egli moved that the Keizer City Council decline to hold additional public hearings, as the matter has already been heard by the Task Force and proceed with directing staff with recommendations. Councilor Koho seconded. Motion passed unanimously as follows:

AYES: Christopher, Egli, Koho, Quinn, Freeman, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Council then reviewed Task Force recommendations as follows:

1. Annual License Fee: Council supported a revocable annual license by consensus
2. Fees determined by Council Resolution: Council supported by consensus.

3. Revocation or Suspension: ~~Requirement for inter-dispensary communication to verify amount of medical marijuana purchased by an individual in a given time period.~~ Staff develop a hearing and decision process. Council supported the development of a hearing and decision process by consensus.
4. Siting: Council supported by consensus.
5. Background Checks: Council supported by consensus.
6. No Consumption on Site: Council supported by consensus.
7. Hours of Operation: Council supported by consensus.
8. Signage: Council supported staff coming back with signage recommendations.
9. Sharing Security (PD would have same abilities as State Inspectors). Deputy Chief Kuhns clarified that inspection would be complaint driven. Council supported by consensus.
10. Minors Prohibited: Mayor Christopher moved to support staff recommendation defining a minor as under 21 years old. Councilor Taylor seconded. Motion passed as follows:

AYES: Christopher, Egli, Freeman, Taylor (4)

NAYS: Koho, Clark and Quinn (3)

ABSTENTIONS: None (0)

ABSENT: None (0)

- Grow Receipts (Audit Trail/Chain of Custody): Deputy Chief Kuhns explained that the Police Department wants good records available for inspection. Council supported by consensus requiring grow receipts to be available to Keizer Police or other authorized individuals upon request.
- Police Inspections/notice: Primarily complaint driven; occasionally at police discretion. Council supported by consensus.
- Limited distance from residences: Council supported addressing the exhaust/odor issue rather than distance.
- Regulation of aspects of the business that the statute does not address:
 - Extraction: Council noted that they were discussing licensing of dispensaries. Marijuana could be purchased but the oil could not be extracted at the dispensaries.
 - Grow Sites: Council noted that they were discussing licensing of dispensaries only
 - Discharge of pollutants: Discussed under exhaust/odor above
 - Regulating "security measures": *Council directed staff to explore standard language that might be used in Washington and Colorado.*
 - Regulating "Medibles": Council supported prohibiting medibles at this time.
 - Limiting number of stores: Council indicated they were not concerned with limiting the number of stores.

- Minimum standards for security requirements: *Council directed staff to come back with a maximum/minimum.*
- Traffic issues: Council expectation was that stores would not create a traffic hazard. No action required.
- Auditing process: Addressed under “Grow Receipts”.
- Required fingerprinting: Council supported requiring fingerprinting.

Mayor Christopher moved to direct staff to move forward on draft regulations consistent with the Task Force recommendations and those discussed this evening. Councilor Egli seconded. Motion passed unanimously as follows:

AYES: Christopher, Egli, Koho, Quinn, Freeman, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

CONSENT CALENDAR

- A. RESOLUTION – Authorizing City Manager to Enter Into Agreement with Specialized Pavement Marking, Inc. for Repainting of Pavement Legends
- B. RESOLUTION – Authorizing City Manager to Enter Into Purchase Agreement with Trebron Company, Inc., for Purchase of Sophos Email and Web Protection
- C. RESOLUTION – Authorizing the City Manager to Award and Enter Into an Agreement With K & E Excavating, Inc., for Reconstruction of Shoreline Drive.
- D. RESOLUTION – Adopting the FY14-15 Budget, Making Appropriations and Imposing and Categorizing Taxes; Repealing Resolution R2014-2456.
- E. RESOLUTION – Repealing Resolution R83-021, Resolution R84-072, Resolution R85-139, Resolution R87-252, Resolution R87-260, Resolution R87-290, Resolution R88-361, Resolution R89-416, Resolution R90-476, Resolution R92-549, and Resolution R94-708 Relating to Land Use Permit Fees, Appeal Fees, and Planning and Building Fees
ORDER – Repealing Order Dated February 17, 1983 (Relating to Ordinance 83-002 and Establishing a Fee Schedule for Fees to be Collected by Marion County in Return for Services Performed in Implementing the Ordinance)
- F. RESOLUTION - Repealing Resolution R92-564 (Establishing the Amount of the Parks System Development Charge), Resolution R93-683 (Clarifying the Parks System Development Charges), Resolution R2000-1231 (Establishing the Amount of the Parks System Development Charge (2000)), and Resolution R2005-1619 (Amending the Parks System Development Charge (2000))
- G. RESOLUTION – Ratifying the Community Development Director’s Execution of a Transportation and Growth Management Grant for

- Revision of Transportation System Plan
- H. RESOLUTION – Authorizing City Manager to Enter Into User's Agreement for Law Enforcement Participants of the Regional Automated Property Information Database ("RAPID") with City of Portland
- I. RESOLUTION – Certification of Delinquent Sewer Accounts (Repealing R2014-2463)
- J. Approval of May 19, 2014 Regular Session Minutes

Councilor Egli moved for approval of the Consent Calendar. Councilor Clark seconded. Motion passed as follows:

AYES: Christopher, Egli, Koho, Quinn, Freeman, Taylor and Clark (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

COMMITTEE REPORTS

- a. **RESOLUTION - Amending the Keizer Festivals and Events Services Team (K-FEST) Committee**
- Councilor Clark explained that because the Volunteer Coordinating Committee has been unsuccessful in filling vacant positions on this committee, the membership is being reduced to seven voting members.
- Councilor Egli moved that the Keizer City Council adopt a Resolution Amending the Keizer Festivals and Events Services Team (K-FEST) Committee; Amending Resolution R2011-21555, Repealing Resolution R2013-2315. Councilor Quinn seconded. Motion passed unanimously as follows:
- AYES: Christopher, Egli, Koho, Quinn, Freeman, Taylor and Clark (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

OTHER COMMITTEE REPORTS

Councilor Clark congratulated McNary graduates and reported that K-FEST had met to complete the band selection for the summer concerts which start June 28. She reviewed meetings she attended and planned to attend including the Strategic Economic Development Corporation, West Keizer Neighborhood Association, and the Salem River Crossing Oversight Team.

Councilor Freeman thanked the Keizer Points of Interest Committee for the recent tour and reviewed past and upcoming meetings including the Claggett Creek Watershed Council barbeque, Storm Water Advisory Committee, and the West Keizer Neighborhood Association. She thanked citizens for letters and emails.

Councilor Egli reported that he had attended the Marion County Commissioners breakfast and announced the upcoming Economic Development and Government Affairs meeting. He urged citizens to volunteer to fill committee vacancies.

Councilor Quinn reported that the Community Build Task Force met at the beginning of the month; the Oregon Parks & Recreation Department grant was not awarded to Keizer so the Task Force is stepping up fundraising efforts; and Parks Board meeting/Public Hearing will be at McNary High School cafeteria on July 8.

Councilor Taylor reported that there would be no KPIC meeting in June.

Mayor Christopher announced that the Keizer Arts Commission met and approved the mural for Keizer Florist. She thanked Rick Day for getting things done - particularly for making repairs on the Keizer Florist building where the mural is to be placed. She also praised the Keizer Points of Interest Committee for their tour efforts. Mr. Johnson clarified that the signed easement for the mural has not yet been received from the property owner, but he has agreed in concept.

OTHER BUSINESS

City Recorder Tracy Davis announced volunteer openings and reminded Council of the Executive Session scheduled for June 30.

Deputy Chief Kuhns reported that the trial for the murder from 10 years ago will begin on June 17, and he recognized lead investigators, Jennifer Roberts, Rodney Bamford and Dimitry White and John Troncoso who oversaw the entire investigation. Blast Camp, Bringing Law Enforcement and Students Together, is sold out with 200 people registered. National Night Out is Tuesday, August 5. A new K-9 has been purchased with donation dollars; Bas is going to retire. An arrest was made on the ATM robbery. Travis Rickets, a former Keizer Reserve Officer, has been hired by the Keizer Police Department.

Public Works Director Bill Lawyer reported that drains and swales on Chemawa Road have been redesigned to avoid utilities and turned into ODOT. Hopefully this is all that is needed to get the contractor back to work.

Mayor Christopher questioned why there was no signage on Bolf Terrace indicating that it is not a through street. Mr. Lawyer indicated that he would install a "No Outlet" sign. He then responded to questions regarding replacement of street signs and federal funding restrictions of the Chemawa Road improvements.

Community Development Director Nate Brown pointed out that Council had approved ratification of the grant application to the TGM program for \$200,000. If awarded, this will be a commitment of staff time and will include an alternative mode implementation strategy plan to show how goals in the Transportation System Plan would be accomplished for alternative modes.

WRITTEN COMMUNICATION

None

AGENDA INPUT

July 7, 2014

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

July 14, 2014

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

July 21, 2014

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

July 30, 2014

5:45 p.m. – City Council Executive Session

ADJOURNMENT

Mayor Christopher adjourned the meeting at 9:11 p.m.

MAYOR:

APPROVED:

Lore Christopher

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Dennis Koho

Councilor #4 – Cathy Clark

Councilor #2 – Kim Freeman

Councilor #5 – Joe Egli

Councilor #3 – Marlene Quinn

Councilor #6 – James Taylor

Minutes approved: _____

COUNCIL MEETING: _____

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

**FROM: CHIEF JOHN TEAGUE
KEIZER POLICE DEPARTMENT**

SUBJECT: INTRODUCTION OF OFFICER TRAVIS RICKETTS

TOPIC:

As a result of a recruitment process earlier this year, Travis Ricketts was hired as a full time police officer. Officer Ricketts was formerly a reserve officer with Keizer PD and left in 2010 to be a full time officer in Beaverton.

Please join us in congratulating and welcoming Officer Ricketts back to the Keizer Police Department.

CITY COUNCIL MEETING: July 7, 2014

AGENDA ITEM NUMBER:_____

TO: MAYOR CHRISTOPHER AND COUNCIL MEMBERS

THROUGH: CHRISTOPHER C. EPPLEY, CITY MANAGER

FROM: E. SHANNON JOHNSON, CITY ATTORNEY

SUBJECT: APPOINTMENT OF MEMBERS TO KEIZER ARTS COMMISSION

At the June 2, 2014 meeting, Council appointed five members to the Keizer Arts Commission and the Mayor appointed herself, resulting in one vacancy still remaining. Staff recommends that the Mayor and Council appoint the member to fill such vacancy at tonight's meeting, and is recommending Kathy Haney to the position. She is a Keizer artist and has done some of the Iris Festival posters.

Since the appointment of the five members at the June 2, 2014 meeting, one member resigned resulting in an additional vacancy. Because the Council was to only appoint the initial members, this vacancy will be filled through the normal process using the VCC. If you have further recommendations for members to this Commission, please request that they apply through the normal process.

RECOMMENDATION:

Staff recommends that if the Council feels it is appropriate, by a minute motion, appoint Kathy Haney to the Keizer Arts Commission to serve a term expiring June 30, 2015.

Please contact me if you have any questions. Thank you.

ESJ/tmh