



MINUTES
KEIZER CITY COUNCIL
Monday, June 4, 2012
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Christopher called the meeting to order at 7:00 p.m. Roll call was taken as follows:

Present:

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

Staff:

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

FLAG SALUTE

Mayor Christopher led the pledge of allegiance.

**PUBLIC
TESTIMONY**

Matt Lawyer, Keizer, on behalf of Home Grown Theater, requested the free use of space in the Civic Center for rehearsal purposes. He noted that the performance will be free to the public at the Keizer Rapids Park Amphitheater. Councilor Caillier interjected that 9 people from the group had recently participated in invasive species removal at Keizer Rapids Park. Mayor Christopher specified that no staff time would be provided and that the rooms would still be available for rental. Mr. Lawyer noted that this usage would only be for the next two weeks; space has been secured for the remainder of the rehearsal time. Council agreed by consensus to allow the group to use the space for this week and next.

Joe VanMeter, Keizer, President of the Keizer Fire Board, thanked Council for bringing the Clear Lake issue to the vote of the people. He noted that the Fire District ran an honorable campaign and voiced dismay that 20% of Keizer voters made the decision for all of Keizer. He noted that nothing like this election fiasco has ever been seen before in Oregon and the election behavior was such an embarrassment to the state that legislation would be developed to mandate settlement of these issues prior to a vote by the people. In closing he thanked those involved and asked that the Ordinance on the agenda be rescinded.

PUBLIC HEARING
a. ORDINANCE ~
Setting Water
Rates (2013) –
Repealing
Ordinance
2011-636

Finance Director Susan Gahlsdorf explained that in 2002 the City Council adopted a Cost of Service Model to help determine the annual water rate adjustment and that prior to the budget process staff updates the model to identify the appropriate adjustment for the following year. She reminded everyone that water sales have declined over the past few years and updates to the model over the past three years have identified a need for an increase of at least 3% each year. The first two years Council elected not to increase at all. To accommodate the reduced income, the City has postponed improvements to the water system infrastructure. Using the revised infrastructure replacement schedule the model shows that a 2% system wide increase is necessary this following year to pay for operating costs and infrastructure. The committee approved budget reflects this increase.

Mayor Christopher opened the Public Hearing.

Mr. Lawyer fielded questions regarding the sewer averaging system and explained how rates are set.

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

Councilor Clark moved that the Keizer City Council adopt an Ordinance Setting Water Rates (2013) Repealing Ordinance 2011-636. Councilor Taylor seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

b. RESOLUTION ~
Certification of
Lighting District
Assessments

Finance Director Susan Gahlsdorf directed attention to the list showing assessments by district noting that they must be certified to the Marion County Assessor's office by June 30, 2012 in order to be assessed on the November 2012 tax rolls. Because the fund has a sufficient ending balance projected for the fiscal year, staff is recommending reducing the administrative fee from \$8.10 to \$4.05. This reduction will be partially offset by an increase in electricity cost. It will result in a typical reduction on the tax bill of \$1 to \$3. This is the second year the City has adjusted the assessment variables in order to reduce the cost to property owners.

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

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

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**c. RESOLUTION ~
Adopting
FY2012-2013
City of Keizer
Budget, Making
Appropriations
and Imposing
and
Categorizing
Taxes**

Finance Director Susan Gahlsdorf provided a response to a recent article in the newspaper that reported that the City was expecting a 25% increase in revenue equaling about \$6 million. She explained that this is the Keizer Station LID Assessment payments in the budget. It relates to the property default and is the reason the City increased the Urban Renewal maximum indebtedness. The City did, however, have an increase of approximately \$440,000 in property taxes because 2/3 of the Urban Renewal District was sunsetted. Ms. Gahlsdorf then fielded questions and provided additional information regarding how the City was going to deal with the Keizer Station LID debt.

Director Gahlsdorf then summarized actions and deliberations of the Budget Committee which culminated in the Committee Approved Budget being presented to Council for adoption. She reviewed the adjustments allowed by Oregon law and asked Council to consider the following adjustment: The Police Department has been collecting donations for a new K-9 dog and expects to have approximately \$15,000 by September. Staff recommends increasing the Police Operating Budget to purchase the pooch. The adjustment has been included in the Budget Resolution.

Mayor Christopher opened the Public Hearing.

Cari Emery, Peer Court, explained that the program has maintained an 80% success rate since 2004 without changing the budget and requested that Council increase the Peer Court line item by 2.5% because Marion County Juvenile Department has increased their portion. Director Gahlsdorf interjected that this request was included in the Committee Approved Budget and Ms. Emery was simply providing additional information to support the increase. Ms. Emery then fielded questions regarding the Peer Court program regarding the success rate, community service hours and the support received from the Keizer Police Department.

Bill Quinn, Keizer, questioned the City's reasoning for expecting a 2.5% increase in property taxes because evaluations are dropping. Director Gahlsdorf responded that she had met with Marion County and she felt the 2.5% is aggressive. The increase will probably only be .5%. Mr. Eppey explained how property taxes are assessed.

With no further testimony Mayor Christopher closed the Public Hearing.

Councilor Clark moved that the Keizer City Council adopt a Resolution Adopting FY2012-2013 City of Keizer Budget, Making Appropriations and Imposing and Categorizing Taxes as amended for the K-9. Councilor Taylor seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

ADMINISTRATIVE ACTION

a. ORDINANCE ~ Repealing Ordinance Withdrawing Territory from Marion County Fire District No. 1 – Repealing Ordinance 2011-644

City Attorney Shannon Johnson reminded Council that they had directed him to prepare this ordinance following a public hearing on the matter. Councilor Clark noted that she had watched the proceedings on Keizer 23 so would be voting on the issue. She questioned the status of the the bias claim. Mr. Johnson responded that the parties have agreed on the form of the order and to dismiss it, but it has not been signed.

Councilor Clark moved that the Keizer City Council adopt an Ordinance Repealing Ordinance Withdrawing Territory from Marion County Fire District No. 1 – Repealing Ordinance 2011-644. Councilor Taylor seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

b. RESOLUTION ~ Directing Distribution of Revenues from the Transient Occupancy Tax – Repealing R2011-2136

City Attorney Johnson explained that 20% of the Transient Occupancy Taxes the City collects have been used for the Community Center Fund and he and Director Gahlsdorf felt it was appropriate to have that set forth in a resolution. The resolution states clearly that 80% of the Transient Occupancy Tax goes to the General Fund and 20% to the Community Center Fund to allow for tourism related events. He added that approximately \$11,000 was set aside in the budget for Keizer Chamber tourism activities.

Councilor Clark moved that the Keizer City Council adopt a Resolution Directing Distribution of Revenues from the Transient Occupancy Tax – Repealing R2011-2136. Councilor Taylor seconded. Motion passed as follows:

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

NAYS: Egli (1)

ABSTENTIONS: None (0)

ABSENT: None (0)

c. RESOLUTION ~ Authorization for Supplemental Budget – Police, 9-1-1, PEG, Community Center and Street Lighting District Expenses

Finance Director Susan Gahlsdorf explained that these were year-end budget adjustments. In the budget process about \$35,000 of unexpended appropriations were found this year.

- The money was set aside for compensation payout but as a precautionary measure, a contingency is requested knowing that it will likely not be spent because officers are being encouraged to use compensatory time as time off rather than cash out and several have indicated a willingness to do so.
- If 9-1-1 excise tax comes in higher than budgeted, the City will have insufficient appropriation to pay it out to the Fire Districts.
- Production services and the Public Education Government Fund were budgeted as materials and services. The City is asking for a reclassification to Capital Outlay because it fits that expenditure

- category. There is no fiscal impact.
- Operation of the community center is fairly new and the history is limited. It appears that janitorial costs will be over budget so a \$5,000 appropriation of contingency is being requested to cover the shortfall and to purchase \$1,000 worth of new tables.
- Electricity costs in the Street Lighting District Fund are expected to exceed the amount anticipated. Contingency is sufficient to cover the additional cost.

Ms. Gahlsdorf clarified that these appropriations are for the current fiscal year and explained that every fund has a contingency.

Councilor Clark moved that the Keizer City Council adopt a Resolution - Authorization for Supplemental Budget – Police, 9-1-1, PEG, Community Center and Street Lighting District Expenses. Councilor Taylor seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**d. RESOLUTION ~
Authorizing
Temporary Use
and Signs
Subject to
Conditions for
Keizer Friday
Market (2012)**

City Attorney Shannon Johnson explained that the Keizer Friday Market is proposed for a trial run for July 20, August 17 and August 31 at Chalmers Jones Park at the City Hall complex. This resolution would allow temporary uses and signage.

Councilor Clark moved that the Keizer City Council adopt a Resolution Authorizing Temporary Use and Signs Subject to Conditions for Keizer Friday Market (2012). Councilor Taylor seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**CONSENT
CALENDAR**

- RESOLUTION ~ Declaring the City's Election to Receive State Shared Revenues
- RESOLUTION ~ Certifying the City of Keizer Provides Four or More Municipal Services
- RESOLUTION ~ Certification of Delinquent Sewer and Storm Water Accounts
- RESOLUTION ~ Authorizing the City Manager to Enter Reimbursement Agreement with Chemeketa Community College (Repealing R2012-2204)
- RESOLUTION ~ Authorizing the City Manager to Enter Reimbursement Agreement with Chemeketa Cooperative Regional Library Service Council R2012-2205)
- RESOLUTION ~ Authorizing the City Manager to Sign the Personal

- Services Agreement for Courtroom Interpreter Services
- E. RESOLUTION ~ Authorizing the City Manager to Execute Extension of City of Keizer Custodial Services Contract with Willamette Valley Rehabilitation Center, Inc.
 - F. RESOLUTION ~ Authorizing the City Manager to Enter Into an Agreement with Johnson Reid, LLC for Periodic Review Consultant Work (Economic Analysis and Housing Needs Analysis)
 - G. RESOLUTION ~ Authorizing the City Manager to Award and Enter Into an Agreement with Roy Houck Construction for Annual Street Resurfacing Project

Councilor Smith pulled items C and D.

Councilor Clark moved for approval of Items A, B, E, F, and G of the Consent Calendar. Councilor Taylor seconded. Motion passed unanimously as follows:

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

Regarding Item C, Councilor Smith expressed the belief that all of the Reimbursement Agreements had been signed. Mr. Johnson explained that all jurisdictions had accepted previous agreements based on legal review. Legal counsel from Chemeketa asked for minor changes and those are in front of Council.

Regarding Item D, Councilor Smith questioned why this did not go out for a Request for Proposals. Mr. Johnson explained that it was done recently and will be done the next time it comes up. Responding to inquiry from Councilor Taylor, Ms. Gahlsdorf noted that court interpreter charge was \$6,000 per year.

Councilor Clark moved for approval of Items C and D of the Consent Calendar. Councilor Taylor seconded. Motion passed unanimously as follows:

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

**COMMITTEE
REPORTS**
**a. PROCLAMATION
Wallace House
Bicentennial**

Taken out of Order. Mayor Christopher read the proclamation which reviewed events planned for the June 9 celebration of the 200th anniversary of the Wallace House, the first permanent non-native American settlement in the Willamette Valley (established in 1812) located at Wallace House Park. Dr. Jerry McGee provided additional information regarding the Wallace House, thanked those who participated in the event and urged everyone to buy a commemorative coin in support

of this project. Keizer Points of Interest Committee Chair, Terri Hoag, thanked Council for their support of this and other projects adding that the committee is working closely with K-23 Committee on the Oral History project. Mayor Christopher suggested KPIC contact Debbie Miller to assist in the Oral History Project.

Councilor McKane reminded everyone of the upcoming Good Vibrations event noting that one of the events will be breakfast at the Community Center on Saturday and Sunday. He urged those interested in being a sponsor to sign up on the web page. Secondly, Councilor McKane commended the Keizer Chamber for participating in an event benefiting the family of Chris Fry by outfitting his home for wheel chair use since he lost the use of his legs.

Councilor Caillier reminded everyone of the upcoming Wallace House event at Wallace House Park and commended the 55 community volunteers who pulled invasive species.

Councilor Clark reported that she had met with the Oregon Municipal Planning Organization Consortium on Friday for a walking tour of the Union Street bike-pedestrian bridge and Riverfront Park and discussion of the statewide transportation strategy for greenhouse gas reduction, the federal surface transportation reauthorization, and new crash data for bicycles and pedestrians. She reminded everyone of the upcoming Mid-Willamette Area Commission on Transportation meeting and the Transit Center Open House and congratulated McNary graduating seniors.

Councilor Smith announced the upcoming Parks Board meeting adding that he will be unable to attend since he will be attending his son's graduation at Whiteaker. He congratulated his son Keifer, a Whiteaker graduate and McNary graduates, McKenna and Austin.

Mayor Christopher explained that there had been concerns regarding the Keizer Little League fields and funding of repairs. Discussion has taken place regarding putting together a work group and an RFP for the management of the park. Councilor Taylor is hoping to include citizens who were instrumental in putting together the Keizer Little League Park including Mike Gaynor, Clint Holland, Dave Bauer, Phil Lacaffe and Rick King.

Councilor Taylor added that the committee will focus on making sure that the park is used for the youth of Keizer. Both Keizer Youth Sports and Keizer Little League will be included in the discussion so that current issues can be addressed. Mayor Christopher added that the leadership from Keizer Little League and Keizer Youth Sports will be invited to voice their concerns and provide ideas.

OTHER BUSINESS

a. New Business or Old Business

Community Development Director Nate Brown reminded Council of the upcoming work session with the Planning Commission to discuss the Interchange Area Management Plan. He noted that a representative from the Oregon Department of Transportation would attend and apologized

Issues

because he did not have the materials for the meeting.

Chief Adams announced that long-term Police Department employee Prajedes Martinez is retiring.

Youth Councilor Michael Courser announced that seniors had had their last assembly; Wednesday is the last day of School and Friday is graduation.

WRITTEN COMMUNICATIONS

None

AGENDA INPUT

June 11, 2012

5:45 p.m. – City Council/Planning Commission Joint Work Session

- Interchange Area Management Plan

June 18, 2012

7:00 p.m. – City Council Meeting

July 2, 2012

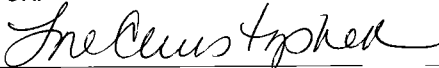
7:00 p.m. – City Council Meeting

ADJOURNMENT

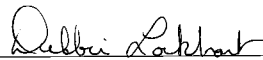
With no further business, the meeting adjourned at 8:34 p.m.

MAYOR:

APPROVED:

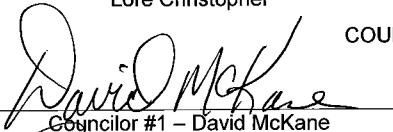


Lore Christopher

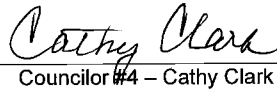


Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS



Councilor #1 – David McKane



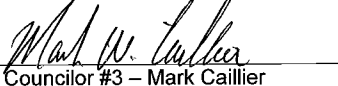
Councilor #4 – Cathy Clark



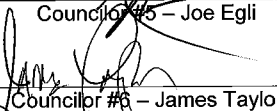
Councilor #2 – Brandon Smith



Councilor #5 – Joe Egli



Councilor #3 – Mark Caillier



Councilor #6 – James Taylor

Minutes approved: July 16, 2012