



MINUTES
KEIZER CITY COUNCIL
Monday, September 19, 2016
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER

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

Present:

Cathy Clark, Mayor
Marlene Parsons, Councilor
Kim Freeman, Councilor
Roland Herrera, Councilor
Bruce Anderson, Councilor
Mark Caillier, Councilor
Amy Ryan, Councilor

Staff:

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

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS
OF BUSINESS**

**a. Swearing In –
Keizer Police
Officer Roland
(RJ) Farrens**

Police Chief John Teague introduced Officer Farrens. City Attorney Shannon Johnson issued the oath of office.

**b. Recognition of
2015-2016
Youth Councilor
Siri Scales**

Mayor Clark provided brief information about Ms. Scales. Ms. Scales thanked Council for allowing her to serve over the past year, expressed respect for the amount of time spent on various aspects of city government and shared her plans for the future. Mayor Clark presented Ms. Scales with a token of appreciation.

**c. PROCLAMATION
– Distraction
Free Driving
Awareness Day**

Mayor Clark read the proclamation which pointed out the dangers of distracted driving and proclaimed September 20 as 'Distraction Free Driving Awareness Day'.

Richard Roche, Portland, explained that the Oregon Department of Transportation has determined that every 2.5 hours there is a distracted driving accident in Oregon. AT&T in partnership with ODOT is trying to educate Oregon drivers of this danger.

COMMITTEE REPORTS

Scott Klug, Keizer, reported that the Parks Advisory Board had received a report from representatives of the Keizer Little League on improvements at that park and a request to apply for another matching grant. Darrell Richardson suggested that an RV park be developed in Keizer; the Board finalized a survey for stabilized park funding for Council consideration; and the Parks Foundation is moving forward with plans for the Solar Eclipse event in August 2017.

Hersch Sangster, Keizer, provided the following reports:

Planning Commission: The September meeting was a brainstorming meeting considering Planned Unit Developments to help staff develop policies and procedures. Discussion included density, housing types, and private vs. public streets.

Traffic/Bikeways/Pedestrian Safety Committee submitted an application for the City of Keizer to be designated as a Bicycle Friendly Community through the League of American Bicyclists, received a grant from the Salem Bike Club and will therefore be able to continue the Helmet Program, and will be participating in the Serve-Fest event fitting helmets and distributing information about traffic and bicycle safety.

Southeast Keizer Neighborhood Association will have one of their first meetings this Friday. By-Laws will be voted on. They would like to change the area to include Weddle and Claggett Creek Schools.

PUBLIC TESTIMONY

Danielle Bethel, Keizer, Keizer Chamber of Commerce Executive Director, announced that the Chamber is planning on hosting a Holiday Lights Parade on Saturday December 10 since the people who ran the Festival of Lights Parade have retired. She requested a waiver of costs for police (\$4000) and public works staffing and supplies (\$1200). Discussion followed regarding partnering with area businesses, and the City Budget. Mr. Eppley indicated that, as in the past, the City would be willing to absorb the cost for the Community Center and Public Works but that finding funding in the General Fund was extremely difficult.

PUBLIC HEARINGS

None

ADMINISTRATIVE ACTION

a. Remand of Comp Plan/Zone Change/Lot Line Adjustment 2014-11

Mr. Brown reminded Council of the process, time periods, and statutory requirements and provided information regarding additional efforts made by the City to keep the public informed. He explained that the Council had directed staff to address the impact, documented need, and traffic impacts. Mr. Brown explained the following:

Housing Needs are based on the periodic review program which documents that the City needs additional housing lands of all types. The HNA did an inventory of available land and assigned multi-family housing to existing land already zoned for that. The same is true of single family residential lands. Either way, the City is still in a deficit; neither approach

(Herber)

meets all of the City's needs. However, if the City is trying to meet its mandate from the State to accommodate these projected land needs, more credit is received by rezoning for multi-family than for single family development. Mr. Brown added that if the property were developed as a single-family development, it would need to be re-platted and would be developed under a more dense scenario, and if the area was developed as 50 units that would only reduce the housing supply need by 2% whereas a 33% reduction would result from a multi-family development.

Neighborhood Impact: Substantial conditions to mitigate any negative impacts to the neighborhood are listed in the staff report; for example implementing the same design standards that would be applied to a single-family development, such as limiting the structures to two stories from the neighborhood view, and variation of building materials and design.

Traffic Impact: The applicant has submitted a new Traffic Impact Analysis and this year the City completed additional traffic counts. The TIA definitely shows that although there are more trips generated, the impacts are within the City-adopted guidelines and are therefore in compliance. He explained that the adopted standards come from recognized and certified sources and must be relied upon.

Historic Designation: The home has not been listed as a national or state historic place. The state has inventoried it and has identified that it is significant and that it may qualify to be listed but the property owner has not chosen to designate it. Staff suggests that, if someone wishes to preserve the home, they be allowed to do so. The applicant should make the home available to be moved to a site that would be appropriate and six months should be given to allow the implementation of that provision followed by an additional six months to allow for the relocation. Council could also require that the historical character of the home be documented and that an informational display be created for the general public so they could see how significant the home was and the role it played in the community.

Floodplain: The criteria for floodplains are changing; additional dialog with Council should take place. The applicant is aware of the issue, the application is not within the floodplain and the boundaries are not changing. FEMA however is considering changing the definition of a floodplain and elevations may rise because of the changes. The applicant, however, cannot receive a building permit without compliance with the floodplain program and any measures that apply at the time of the application or in the near future if they are identified. The applicant is aware of that. Staff is suggesting that this process be evaluated on its own merits with the understanding that that is something that will have potential impact.

Stormwater: Specific design standards will need to be adhered to: critical basins, outflows, and stormwater quality will all be expected and required through the permit process. Public Works Director Bill Lawyer added that the area drainage basin has sufficient stormwater capacity and that the City is implementing conditions which will likely be required with the new Stormwater Permit.

School Population Impact: The School District is a separate district over which the City of Keizer has no control. The District controls boundaries and student assignments. It has sophisticated tools available to determine student assignments, boundaries, housing types, demographics, etc. and to make those kinds of analysis based on the information in the modeling tools they have available.

Need for Parks: The City is requiring that the part of the property that is of critical concern to floodplain management and habitat be dedicated to the City (approximately 7 acres) for public use. The City is on a parks land budget. The HNA and State Land Use Laws require that a certain amount of parkland be developed to address the population forecast. Sixteen acres of that was used with the UGB expansion for Keizer Rapids Park leaving a total parklands budget of approximately ten acres. Staff is exploring where additional parks would be appropriate. The City does not have the funds to purchase, develop and maintain this property as park and it is unlikely that grants (similar to those received for Keizer Rapids Park) would be available to the City.

Mayor Clark named 6 parks already located in the general vicinity noting that this area is not underserved by parks. Mr. Lawyer noted that the area proposed to be dedicated to the City is critical to the stormwater program.

Mr. Brown then noted that there are a total of 31 conditions. He reviewed the conditions noting that they were listed in detail in the packet and suggested that Council adopt the conditions to mitigate possible negative impacts to the City. He urged that Council consider requiring that the structures be painted a variety of different hues to break up the massing of the buildings. Mr. Johnson added that these design standards are not required for other multi-family developments but because the applicant is asking for a zone/comp plan/map change, the City is adding the criteria to minimize the impact to the neighborhood.

Discussion followed regarding costs of added architectural features, rental rates, hip roofs, screening, substantial compliance, and landscaping requirements.

Councilor Parsons moved that the Keizer City Council direct staff to prepare an appropriate ordinance with revised conditions approving the proposed revised application. Councilor Freeman seconded.

Mr. Johnson explained that if the vote is successful, staff may be fine tuning some conditions. Discussion followed regarding making a decision based on whether or not the applicant meets the criteria, the validity of the two-year old letter from the School District, traffic, school overcrowding, and preserving agricultural lands.

Motion passed unanimously as follows:

AYES: Clark, Caillier, Parsons, Ryan, Freeman, Herrera and Anderson (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

CONSENT CALENDAR

- a. RESOLUTION – Authorizing City Manager to Sign Contract with Aramark
- b. RESOLUTION – Authorizing the City Manager to Enter Into Lease Agreement with Neopost USA Inc. for City Postage Machine
- c. Approval of September 6, 2016 Regular Session Minutes

Mayor Clark pulled Item A.

Councilor Parsons moved to approve Items B and C of the Consent Calendar. Councilor Freeman seconded. Motion passed unanimously as follows:

AYES: Clark, Caillier, Parsons, Ryan, Freeman, Herrera and Anderson (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Mayor Clark questioned the markups on the contract to which Mr. Johnson replied that because the City would not agree to the form contract as submitted, the marked up contract is the final one.

Councilor Parsons moved to approve Item A of the Consent Calendar. Councilor Freeman seconded. Motion passed unanimously as follows:

AYES: Clark, Caillier, Parsons, Ryan, Freeman, Herrera and Anderson (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

COUNCIL LIAISON REPORTS

Councilor Freeman reviewed volunteer openings on various committees and reported on recent West Keizer Neighborhood Association activities. She praised the new Community Mural dedication and the OSU Shred Day event and reported that the Keizer Police held a car seat clinic the same day. She added that she had participated in the City Hall Day and would be attending the League of Oregon Cities conference.

Councilor Anderson commended the Keizer Chamber Board for their efforts relating to the Holiday Lights Parade, reported on the Salem

Water Wastewater Task Force meeting, praised the recent Parks tour, and noted that he had attended the Claggett Creek Watershed Council meeting and the recent City Hall Day event.

Councilor Ryan reported that she had attended the mural dedication, the parks tour, the 9-11 memorial, and Strategic Economic Development Corporation lunch and announced the upcoming Keizer Together event.

Councilor Parsons announced that she had attended the Marion County Commissioners' breakfast, Planning Commission, Parks tour, the 9-11 event, and the JFK concert. She will be attending the League of Oregon Cities conference.

Councilor Herrera praised the Parks tour and announced that he had attended the McNary Band Day event, the Greater Gubser Neighborhood Association meeting, and the Boys & Girls Club Reunion. He announced upcoming National Hispanic Heritage Day and ServeFest.

Councilor Caillier reviewed events he had participated in including the Parks tour, Marion County Public Safety Coordinating Council, Claggett Creek Watershed Council, the City Hall Day event and the Greater Gubser Neighborhood Association meeting. He added that he was planning on attending the upcoming Southeast Keizer Neighborhood Association meeting.

Mayor Clark reviewed events she had attended including the Super Act meeting, mural dedication, Dennis Koho's retirement celebration, Salem-Keizer Education Foundation luncheon, League of Oregon Cities City Hall Day, Homeless Initiative Task Force meeting and the Hispanic Heritage Day celebration. She reviewed upcoming events including Liberty House luncheon, Southeast Keizer Neighborhood Association meeting, KROC Center Family Day, Literacy Center Open House, Salem-Keizer Area Transportation Study meeting, and the League of Oregon Cities Conference where she will be a presenter.

OTHER BUSINESS Finance Director Tim Wood announced that the Water Stormwater Task Force met and made a recommendation to go to Salem City Council in October and after approval present the recommendation to Keizer City Council.

Public Works Director Bill Lawyer reported that there have been comments on the roundabout being dark; lighting bases are in place but PGE has not installed the lights yet. Construction of sidewalks on Chemawa is anticipated during the 2018 construction season.

Community Development Director Nate Brown reported that the upcoming flood plain changes will be very significant. He suggested that a work session be scheduled so that the scope and depth of the impacts on the community can be better understood. He added that as part of the Salem-Keizer Area Transportation Study and State Transportation

Improvement program the City is adding a complete street program for Verda to the Parkway to make sure there are curbs, gutters and sidewalks all the way. It has received a recommendation for funding from the technical advisory committee and will come to the policy committee in December or January.

WRITTEN COMMUNICATIONS

Mayor Clark read a letter from a resident thanking Public Works staff for doing repairs to alleviate a loss in water pressure. The author praised department staff for the way the phone call and repairs were handled.

AGENDA INPUT

September 26, 2016

5:45 p.m. – City Council Work Session

- Storm Water Permit Update

October 3, 2016

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

October 10, 2016

5:45 p.m. – City Council Work Session

- Food Sorting – Marion/Polk Food Share

6:30 p.m. Open House at Fire District

October 12, 2016

6:00 p.m. – City Council Special Session with City of Salem, Marion County, and Polk County

- Urban Growth Boundary Issue Pertaining to Willamette River Crossing

October 17, 2016

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

ADJOURNMENT

Mayor Clark adjourned the meeting at 10:08 pm.

MAYOR:

APPROVED:

Cathy Clark

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Mark Caillier

Councilor #4 – Roland Herrera

Councilor #2 – Kim Freeman

Councilor #5 – Amy Ryan

Councilor #3 – Marlene Parsons

Councilor #6 – Bruce Anderson

Minutes approved: _____