

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**

**AGENDA**  
**KEIZER CITY COUNCIL**  
**REGULAR SESSION**  
**Monday, March 5, 2018**  
**7:00 p.m.**  
**Robert L. Simon Council Chambers**  
**Keizer, Oregon**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. FLAG SALUTE**

**4. SPECIAL ORDERS OF BUSINESS**

**a. Volunteer of the Quarter Award**

- Fourth Quarter 2017 – Whiteaker Middle School (James Decker)

**b. West Keizer Neighborhood Association Annual Report**

**5. COMMITTEE REPORTS**

**6. PUBLIC TESTIMONY**

*This time is provided for citizens to address the Council on any matters other than those on the agenda scheduled for public hearing.*

**7. PUBLIC HEARINGS**

**8. ADMINISTRATIVE ACTION**

**a. Waiver of Community Center Rental Fee – Latinos En Accion Committee**

**b. RESOLUTION – Authorizing Finance Director to Enter Into Engagement Letter with Piper Jaffray**

**RESOLUTION – Authorizing a Full Faith and Credit Financing for the Dearborn Bridge Replacement Project, Declaring an Intent to Reimburse the City for Related Expenditures, and Related Matters**

**9. CONSENT CALENDAR**

**a. Approval of February 5, 2018 City Council Regular Session Minutes**

**10. COUNCIL LIAISON REPORTS**

**11. OTHER BUSINESS**

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

**12. WRITTEN COMMUNICATIONS**

*To inform the Council of significant written communications.*

**13. AGENDA INPUT**

**March 12, 2018**

**6:00 p.m. – Long Range Planning Task Force Meeting**

**March 19, 2018**

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

**April 2, 2018**

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

**14. ADJOURNMENT**

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

CITY COUNCIL MEETING: March 5, 2018

AGENDA ITEM NUMBER: \_\_\_\_\_

TO: MAYOR CATHY CLARK AND CITY COUNCIL MEMBERS

THROUGH: CHRIS EPPLEY  
CITY MANAGER

FROM: TRACY L. DAVIS, MMC  
CITY RECORDER

SUBJECT: VOLUNTEER OF THE QUARTER AWARD

ISSUE:

The Volunteer Coordinating Committee selected Teacher James Decker and Whiteaker Middle School students as the recipients of the Volunteer of the Quarter award for fourth quarter 2017. The nomination, which is attached was submitted by Matt Lawyer.

Our thanks and congratulations for their contributions to our community.

Print

Submit

City of Keizer  
Volunteer of the Quarter Nomination

Each quarter, the City of Keizer recognizes an individual or group of individuals for their contributions to the Keizer community. This award is designed to recognize the achievement and to encourage actions that enhance the city of Keizer, the Keizer community, and the lives of our citizens.

Process for Award Nomination:

- A written nomination form is submitted to the Keizer City Recorder – P.O. Box 21000/930 Chemawa Road NE, Keizer, Oregon 97307 or submitted by clicking the submit button above.
- Additional letters of support, supplementary information such as pictures, news stories, biographical information, or other materials that show the project or contribution of the nominee may be included.
- The nomination will be reviewed and decided by the Volunteer Coordinating Committee. The nominator may be requested to attend a meeting of the Volunteer Coordinating Committee to answer questions or explain the nomination in further detail.
- The award will be then presented at a regular meeting of the Keizer City Council.

Name of Nominee(s): Whitaker Middle School ICO James Decker

Address of Nominee (s): 1605 Lockhaven Dr NE, Keizer, OR 97303

Nominee Phone Number or Contact Information: 503-399-3224

Please provide a brief description, including the dates or time period, of the nominees' contributions and the reason why you are nominating for this award:

On October 28th, Whitaker Middle School brought more than 100 students to Keizer Rapids Park for a service day project. They removed invasive species, weeds, removed trash and spread bark dust in all of the planted areas in the big toy and along the boat ramp.

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

They provided more than 400 hours of service and accomplished a major beautification project for the city. In addition, it allowed for the students to become part of a volunteer project for their city and demonstrated the success of a community service project.

Nominator Information:

Your name: Matt Lawyer

Address: 7055 Pierce Dr N. Keizer OR 97303

Phone Number – Contact Information: 808-393-8700

## WHITEAKER HOLDS DAY OF SERVICE

By Derek Wiley  
Of the Keizertimes

More than 100 Whiteaker Middle School students spent Saturday, Oct. 28 at

Keizer Rapids Park raking and picking up leaves, ripping down invasive species of blackberry bushes, spreading bark dust and picking up trash.

"We just want to be able to give our kids a lot of opportunities to give back to the community but also so they can feel like they're part of the community," Whiteaker social studies teacher James Decker said.

"We're going to continue these types of activities to empower Whiteaker kids to understand how important it is to give back and the importance of service and second of all, just to help out Keizer because Keizer does so much for all these kids, why can't they give back to it?"

The idea of giving back started last year with a day of service at Whiteaker.

"This is something that we're going to continue to do with the city of Keizer pretty much every year now," Decker said.

Joining the middle schoolers were elementary and high school students as well as parents, members of Boy Scout Troop 19 and others from the community.

"I want to see a thousand people out here. That would be ideal," Decker said.

"Anybody that wants to come."

CITY COUNCIL MEETING: March 5, 2018

AGENDA ITEM NUMBER: \_\_\_\_\_

TO: MAYOR CLARK AND CITY COUNCIL MEMBERS

THROUGH: CHRIS EPPLEY  
CITY MANAGER

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

SUBJECT: WEST KEIZER NEIGHBORHOOD ASSOCIATION ANNUAL REPORT

**BACKGROUND:**

In June, 1993 the City Council adopted Ordinance 93-257 outlining the purpose and guidelines for recognition of neighborhood associations. The Ordinance states in order to maintain recognition, the neighborhood association shall make an annual report to the City Council. The report may be submitted in writing or made orally at a City Council meeting.

West Keizer Neighborhood Association President Carol Doerfler and other members of the Board will be in attendance to present the annual report. A copy of the report is attached.

**RECOMMENDATION:**

It is recommended the Council accept the report and by motion extend recognition to the West Keizer Neighborhood Association for an additional year.

**2017 ANNUAL ASSOCIATION REPORT  
for the  
WEST KEIZER NEIGHBORHOOD ASSOCIATION**

**JANUARY 2017**

**WKNA General Meeting January 12 at the Keizer Civic Center**

President Gary Blake presented certificates of thanks to retiring Board members Clint Holland, for three years of service, and to Sarah Head for two years of service.

Elections were held for WKNA officers and directors. Board members were approved unanimously and election results were as follows:

Gary Blake, President

Rhonda Rich, Vice President

Carolyn Homan, Secretary

Directors: Carol Doerfler, Art Mauer, Dennis Phipps

**Bill Lawyer, City of Keizer's Director of Public Works**, presented highlights of the department's five divisions – Water, Stormwater, Streets, Parks and Environmental/Technical. Parks has big developments ahead, including work at Keizer Rapids Park thanks to a state grant: building permanent bathrooms, installing a pour/play surface and building new pathways to the Big Toy. The Parks Board is also surveying the community about a possible fee to support parks maintenance and improvements. Clint Holland briefed the group on plans being made to accommodate campers (tent and RV) at Keizer Rapids Park for four days leading up to the Total Eclipse on Aug 21, 2017.

**WKNA annual report** – President Gary Blake delivered the association's annual report to City Council on Feb. 6.

**FEBRUARY 2017**

**WKNA General Meeting February 11, 2016 at Keizer Civic Center**

**Eric Bandonis**, Parole and Probation officer for Marion County presented his quarterly report with statistics on parole and probation and how their cognitive interventions influence recidivism. He introduced Kieran Colahan as an officer in training.

President Gary Blake urged anyone interested in Board service to step forward to fill the remaining opening on the WKNA Board. Matt Lawyer, Keizer Parks Advisory Board, discussed the survey and initiative under way to gauge public support for Keizer's parks. The current budget of about \$336,000 isn't sufficient to keep up with needed repairs, let alone contemplate any new projects. The survey asks about several support levels: The status quo and \$2, \$4, \$6 and \$8/month fees. The latter, netting \$1,372,800, would be "kind of a home run," providing enough funds to accomplish all the things under the first 4 options and complete the parks master plan. Carol Doerfler said she had contacted Robert Johnson about cracks in the newly resurfaced tennis courts at Willamette Manor Park. He said the problem was created by the harsh winter weather and he's in touch with the company that did the work to handle new repairs.

The Feb. 11 Adopt-A-Street cleanup was canceled because inmate work crews had been working on Chemawa in recent weeks.

**MARCH 2017**

**WKNA General Meeting March 9 at Keizer Civic Center** – Neighborhood resident Kris Adams stepped up to volunteer for service on the WKNA Board. Her appointment is to be voted on by the Board at its April meeting. Kris also serves on the Keizer Points of Interest Committee.

Presentations were made by **Keizer Police Chief John Teague and KPD's new Community Outreach Specialist Dorothy Diehl**. Chief Teague said Keizer's main crime is property theft, as it is throughout Oregon. Despite the expectations of many, they have not seen an increase in crime related to legalization of marijuana. Officers are trying to do more than just make arrests, he said, they are trying to help people. He also shared an "Investing in Police Services" informational sheet that shows what the department could do with 12 cents/day, or about \$44 a year, from each dwelling and commercial location: Two night shift patrol officers, one traffic safety officer, one burglary and property crimes detective and one community response unit officer. Five more officers should be sufficient for another 20 years, he said. He introduced Community Outreach Specialist Dorothy Diehl, who is focusing on crime prevention and other ways to be of service through public outreach. One target is facilitating Neighborhood Watch groups. She's also helping coordinate the department's Blast camps for kids entering grades 3-6, with the aim of connecting law enforcement with kids. She devotes a quarter of her time to monitoring the department's vehicle fleet.

**Cummings Elementary School beautification, March 23** – Carol Doerfler once again collected pansies to plant (Egan Gardens has a pansy give-away each spring. Board members and others donated the plants to the Cummings project.) around the reader board at Cummings. Carol and her husband, Martin, along with Carolyn Homan and Rhonda Rich cleaned up the bed, spread bark dust and planted the pansies.

## **APRIL 2017**

**WKNA General Meeting April 13 at Keizer Civic Center** – Gary welcomed new WKNA Board member Kris Adams, who was approved by Board vote at its April 6 meeting.

The WKNA Board approved a \$500 budget request for 2017-18. President Gary Blake will represent WKNA May 2 before the City Council's budget session.

Gary introduced representatives from Keizer Chamber of Commerce to talk about plans for the 2017 Iris Festival in mid-May. **Festival chairman Dave Walery introduced Carlos Soto, the Festival Run chairman, and Bob Schackelford, a main assistant for the overall Festival.** Carlos described plans for the full and half marathons and 10k race on Sunday, May 21, with routes affecting West Keizer. Carlos also helped the Chris Dudley Foundation route its Diabuddies Dash (run/walk) planned Saturday, April 22. Carlos said the Dash will feature 10K, 5K and 3K events beginning at 7:30 a.m. at Keizer Rapids Park and proceeding south on Shoreline and on through West Keizer.

**Zoe Bluffstone, representative for Kathleen Harder, candidate for Salem-Keizer School Board, shared information about Kathleen**, a Zone 1 candidate. All voters can vote for all candidates for school board in the May 16 election.

**Hersch Sangster, President of Salem Bicycle Club and Chair, Keizer Traffic Safety, Bikeways, Pedestrian Committee**, reported on Salem Bicycle Club (SBC), which has existed since 1969 and puts on over 400 rides a year (seven to 10 a week) in the Salem/Keizer area. The group has several rides through the West Keizer neighborhood, including a regular Thursday family ride from Cummings Elementary out Windsor Island and back on Wheatland Road. The club's two main rides are the Monster Cookie Metric Century, coming up April 30, and the Peach of a Century, held in late summer. The Monster Cookie, which is a recreational bike ride, begins at Salem's Capitol Mall and traverses several West Keizer streets, including Shoreline, as it winds 62 miles from the Mall north to Champoeeg Park and back. The event will attract 2,000 or more riders and puts about \$35,000 into the local economy.

**Safe Routes to Schools** – Carol Doerfler attended the April 13 Traffic Safety, Bikeways, Pedestrian committee meeting to report on this and review the history of WKNA's concerns about the lack of sidewalks along Delight, where so many children have to walk to get to school. In 2014, WKNA met



with Cummings PTC about this safety issue and has also talked with Bill Lawyer. WKNA understood that the improvements to Delight would be up for consideration on the city's street repair schedule next year. There is concern that may not be the case and that it's important to keep the issue on the front burner. The new principal at Cummings, Martina Mangan, is working with WKNA to keep the issue on the forefront.

## **MAY 2017**

**May 2, 2017** – President Gary Blake presented WKNA's \$500 budget request for 2017-18 to the city's Budget Committee. Councilor Kim Freeman said the request was forwarded to council for final approval.

**May 8, 2017 at Keizer Civic Center** – Rhonda Rich, Carol Doerfler and Carolyn Homan attended the city council's public forum for input on the Parks Board's proposal for a fee to support parks operations. Rhonda testified for the need to put the issue to a public vote, despite council concerns about the delay in instituting a fee that would result and the extra cost.

**WKNA General Meeting May 11, 2017 at Keizer Civic Center** – Mary Jo Emmett, coordinator of the *John Knox Community Gardens*, shared a pamphlet from Marion Polk Food Share (MPFS) that explains the Community Garden program they coordinate and another brochure from John Knox detailing their garden beside the church at 452 Cummings Lane N in Keizer that is a part of the MPFS network. The John Knox garden has 20 in-ground plots and seven raised beds. Gardeners can get advice, as well as access to tools, seeds, fertilizer, mulch and much more.

**Eric Bandonis and Max Casquero, Marion County Parole and Probation Officers**, also reported. Eric passed along an update from the Keizer Police Department about a large drug bust carried out this week on Delight Street. Officers reminded citizens to pass along information on abandoned and vacant houses, which can be targets for illicit activity and transients. He said Code Enforcement is working with Keizer Police to get these houses boarded up.

Max is one of three parole officers in the Sheriff's Office focusing on parolees with mental health issues. The priority is to get them help and on their medications so that they are stable.

**State of the City, Mayor Cathy Clark** – She started with information about the need for five more police officers in Keizer, which would cost \$4/month/household. A community town hall on the police proposal will be held June 12. She said the council's May 8 forum on the proposed parks fee brought a thoughtful discussion about what should be done. Council asked staff to draft a proposed ordinance to collect a \$4/month/household fee in support of parks maintenance and improvements. The proposed ordinance directs the fee be collected through the Keizer services bill because that will not cost any extra. She sees the need for police and parks funding as an “and” situation, not “either/or.”

**Delight Street** – The WKNA Board has formed a committee to work with Cummings School Principal Martina Mangan and follow the issue of improvements to Delight Street with an eye to the safety of kids walking to school at Cummings. Carol Doerfler is committee chair and other members are Gary Blake and Art Mauer.

Pat Fisher, a member of the Traffic Safety/Bikeways/Pedestrian Committee and West Keizer resident, said Cummings seems like a good candidate for the Safe Routes to School process. Carol Doerfler is coordinating with Pat on ongoing efforts.

**May 13** – Quarterly Adopt-A-Street cleanup.

**Mid-May** – WKNA board members distributed flyers to households along the Iris Festival Bike & Run routes. This was done in partnership with the Keizer Chamber of Commerce, which printed up approximately 150 flyers. Residents were encouraged to use off-street parking during the event and

cheer on the runners.

## **JUNE 2017**

**June 12, Keizer Civic Center** – Rhonda Rich and Carolyn Homan attended the council's public forum regarding a fee to support Keizer Police Department. Rhonda testified in favor of taking the matter to a public vote.

### **June, July and August - no general meeting**

**July 27** – Butch Dunn, who lives near Wallace House, organized a meeting of Wallace House Park neighbors July 27 in the wake of problems arising from transients once again inhabiting the lower area of Wallace House next to the river. The city hired a haz-mat team to clean up that area three years ago, but homeless camps are back and the thick brushy terrain in this section of the park keeps the violators hidden. Carol Doerfler and Gary Blake represented West Keizer Neighborhood Association.

Neighbors have even put up night-time security cameras and police have been patrolling the parking lot, but problems continue, including locked mail boxes being broken into and packages stolen. Rhonda urged Butch to attend the Parks Board meeting Sept. 12, and to encourage other Wallace House neighbors to attend as well.

Gary said long-term maintenance of parks is a security issue, citing Palma Ciega as well as Wallace House. Fire is also a concern for neighbors, given the dry conditions and buildup of brush and undergrowth in park areas next to the river. He said he believes WKNA can help residents come together with the Parks Board and police to make our parks safe. The Sept. 12 meeting is a great place to raise these issues.

**Aug. 1** – National Nite Out events held in West Keizer neighborhood and throughout the city.

**Aug. 5** – Carol Doerfler and Carolyn Homan, along with their spouses Martin and Tom, attended the John Knox Presbyterian Church and Community Garden Barbecue. It was a nice event, good turnout with a band and good food. It provides a nice opportunity to visit with neighbors.

**Aug. 15** – Carol Doerfler, Carolyn Homan and Rhonda Rich attended a meeting called by the Tate Avenue Neighborhood Watch group to talk about fire and safety issues that may arise from camping allowed at Keizer Rapids Park leading up to the Solar Eclipse Aug 21. The meeting was attended by representatives from Keizer Police, Keizer Fire and Keizer CERT, as well as Tate Avenue neighbors. Residents were assured that CERT had organized dozens of volunteers to provide a 24-hour watch and Keizer Fire representative Ann Marie Storms said officials had held detailed planning to consider as many contingencies as possible.

**Aug. 21** – The Total Solar Eclipse! Events went off as planned at Keizer Rapids Park Amphitheater and Volcanoes Stadium. No major incidents reported, despite thousands of visitors.

**Aug. 28, Delight Street sidewalks meeting** – Carol Doerfler, Art Mauer and Gary Blake met with Public Works Bill Lawyer about the issue of improving walkways along Delight for children attending Cummings Elementary School. has pursued this issue for several years. Also attending was Cummings Principal Martina Mangan. A positive suggestion was installing a 10-foot path inside the fence that extends from Dearborn down to the school on the west side of Delight. Children could then access that path and be out of the way of traffic and cars that park on the street side of the fence. Bill said this piece is doable, but the city needs permission from the school district to proceed.

## **SEPTEMBER 2017**

**WKNA Board Meeting Sept. 7** – Butch Dunn, who lives next to Wallace House Park, reported on a meeting of Wallace House neighbors July 27 in the wake of problems arising from transients once again inhabiting the lower area of Wallace House next to the river. A haz-mat team cleared the area three years ago, but homeless camps are back, hidden by the brushy terrain. Rhonda urged Butch to attend the Parks Board meeting Sept. 12, and to encourage other Wallace

House neighbors to attend as well. She also suggested he alert the Parks Board council liaison (Roland Herrera), who could take the matter to the full council. Gary said long-term maintenance of parks is a security issue, citing Palma Ciega as well as Wallace House. Fire is also a concern for neighbors, given the dry conditions and buildup of undergrowth in park areas next to the river.

**Sept. 12** – Gary Blake, Rhonda Rich, Carol Doerfler and Carolyn Homan attended the Sept. 12 Parks Board meeting for input on use of the parks fee. Gary voiced support for maintenance items for parks to make them secure, safe and attractive, and urged that benches be included in the parks as well. Rhonda urged that the transient camping be resolved by removal of underbrush.

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**WKNA General Meeting Sept. 14** – Mark Caillier, Keizer Rotary president, reported on a challenge received from Rotary International to plant a tree for each member of the local club. The group decided to plant one of each variety (about 70) on the City of Keizer's list of trees recommended for urban planting. They will be planted on the east side of Keizer Rapids Park to create an "arboretum" that will in part replace the hazelnut orchard that will be removed. The trees will create a sort of sound barrier for the neighborhood. Planting will begin November 4.

Eric Bandonis presented the quarterly report from the Marion County Parole and Probation office. He passed on an alert from Keizer Police that car break-ins are ongoing in Keizer. Officers urge everyone to lock their cars and not leave any valuables visible in cars.□□

**Matt Lawyer, Parks Board** representative, reported on the new parks fee and need for citizen input. He gave background on the \$4/month parks support fee approved earlier by Council. The Parks Board public survey showed 80% of respondents in favor of a fee at some level and the highest-scoring use was maintenance and operations rather than starting any new projects. The Parks Board is seeking community input on what they most want to see happen in the city's parks once sufficient funds are available to address priorities. The Parks Board's working group is holding a meeting at 6 p.m. Sept. 22 at City Hall to talk about goals for the fee and all are invited to attend.

**Butch Dunn**, who lives near Wallace House Park, raised safety issues that have arisen recently in that park, mainly due to transients, and maintenance is a part of that. He said people don't feel safe going into the lower, riverside area of Wallace House because so many transients are camping there. Butch and Gary Blake will attend the Sept. 22 feedback session.

**Shirley DeShon re: Sunset Park incident** – Shirley reported on a shooting incident Sept. 10 in Sunset Park. People in the park fled when shots were fired from a gravel pit shooting range across the river in Polk County. She said this isn't the first time shots have crossed the river and she cited this as a serious parks safety issue. Rhonda said the City Council is the best venue to address the issue. City Councilor Kim Freeman suggested alerting Police Chief Teague ahead of time in case he's not aware of the incident.

Daryl Richardson re: RVP park at Keizer Rapids – Daryl asked Matt about creating an RV park at Keizer Rapids as a way to help fund city parks. Matt said it was on the survey and came in with the lowest support among new ideas floated.

**Sept. 18** – Gary Blake, Rhonda Rich, Carol Doerfler and Carolyn Homan attended the Sept. 18 Council meeting and listened to about 18 neighbors of Sunset Park report on gunshots that came from a gravel pit shooting range in Polk County across the Willamette River from the park. Gary and Rhonda added their comments about the importance of neighborhood safety and the need for an official response. This is not the first incidence of stray bullets from this location, according to

neighbors. The city agreed to work on a letter to be sent to the property owner.

**Sept. 22** – Gary Blake attended the special Parks Board meeting regarding Wallace House Park. He said it was a rehash of issues already discussed regarding safety and recent transient activity that has concerned park neighbors. Parks Board members Matt Lawyer and Dave Loudon were both there, along with Parks supervisor Robert Johnson. The recent gunshots originating at the gravel pit across the Willamette River from Sunset Park came up. Darrell Richardson, who lives adjacent to Sunset, was at the meeting. WKNA Board needs to evaluate the priorities for use of the new parks fee when the list comes out.

## **OCTOBER 2017**

**WKNA Board meeting Oct. 5** – The Board discussed the Adopt-a-Street project, which has been canceled the last couple of quarters because inmate crews working on Chemawa made the cleanups unnecessary. Kris Adams volunteered to take over the duty of arranging meeting speakers.

**WKNA General Meeting Oct. 12 – Shirley DeShon** updated the group on followup to her presentation and that of others at the Sept. 18 City Council meeting. They testified on the incident involving gunfire originating in a gravel pit gun range on the west side of the river across from Sunset Park. There was talk at the council meeting of the city sending a letter to Polk County officials about the matter. Instead, it was decided to post a sign at the gravel pit advising shooters not to shoot in the direction of the park. In discussion, it was noted that the WKNA Board has decided to write a letter to City Council, with copies to Marion and Polk commissioners, expressing concern over the incident and the public safety issues involved.

**Speaker Bill Lawyer, Keizer Public Works Director**, gave a run-down of the divisions within Public Works: Water, Streets, Parks, Stormwater, Environmental/Technical. The **Streets Division** has some big projects in the works: Replacing the bridge on Dearborn over Claggett Creek will begin in May and continue to October 2018, closing Dearborn from 13<sup>th</sup> to Verda for the duration. Next summer, River Road from Chemawa to the south city limits will be resurfaced. Work will be done at night to keep traffic disruptions to a minimum. Keizer is partnering with the Transit Center on installation of a traffic signal at the Transit Station on Keizer Station Boulevard. The timing is unclear, but access to Keizer Station will be maintained throughout. A project of particular interest to WKNA is the desire and need for sidewalks or walking paths along Delight Street for the safety of children walking to Cummings Elementary and McNary High School. A solution is to put the path inside the school's chain-link fence on the west side of Delight but it requires an easement from Salem-Keizer School District. He's waiting for a response. The next step is a solution for the Dearborn to Chemawa section of Delight.

Another topic of interest to WKNA is the rain gardens along Chemawa Road, which have gotten overgrown in some areas and cause problems for people backing out of driveways. He said the city has been using Marion County inmate crews to maintain the plantings and also plans to put a landscape contract out for bid soon for monthly maintenance on the rain gardens. He's asked staff to come up with a replant plan.

The **Parks Division** has exciting prospects thanks to the new \$4/month parks fee approved by City Council. The Parks Board plans another public forum at 6 p.m. Oct. 24 to get citizen input on priorities for use of the extra funding. The new funding also will support brush removal and even mowing in the lower area of Wallace House Park to encourage visitors to access the river and inhibit unwanted camping by transients. Brush clearing can also be planned at Palma Ciega.

He said the city would continue to pursue a resolution to repairs to the tennis courts at Willamette Manor Park. Repairs made were compromised by harsh winter weather and the contractor has been unavailable to correct the matter so far.

**Ideas for 2018 general meeting speakers and topics – Kris Adams** shared copies of possible topics and asked for suggestions. Anyone with ideas can contact any Board member or bring them to the next WKNA general meeting.

**Oct. 13** – The annual Salem Audubon Society/West Keizer Neighborhood Association tour of Keizer Rapids was held with about 10 people joining the walk.

## **NOVEMBER 2017**

**WKNA Board meeting, Nov. 2** – WKNA efforts to create a Nextdoor.com are at a standstill. Kris Adams has found out we cannot create a new neighborhood if the boundaries conflict with another neighborhood, which is the case because of the existing West Keizer Nextdoor account. It was decided to stay with the West Keizer group and advertise our meetings and events through that.

Rhonda invited West Keizer neighbor Bob DeVore to report on the Oct. 24 Parks Board public forum on use of the new parks fee. Bob shared a handout, which covered the two-phase process used by the Parks Advisory Board to glean community input on priorities for use of the fee. The handout also listed the proposed 18- to 36-month work plan developed by staff to identify priority actions and items, starting with hiring two full-time employees in order to get them trained before spring. Other top actions: Replacement of aging equipment and vehicle inventory and system-wide tree maintenance, removal of invasive species, trail assessments and ADA transition plan. The list of Increased Services included mowing and lawn care. By specific park, the top-rated projects were replacing the playground at Meadows Park and repairing the sports courts at Northview and Bob Newton parks. Bob has asked for a drinking fountain at Keizer Rapids Park and has been told it's "on the list" of future projects being considered,

**Willamette Manor tennis courts** – Carol Doerfler has followed up with Robert Johnson. He said the city may have to reach out to other vendors because of issues with the installing vendor. City staff can't handle the repair job themselves.

**Smoking in the parks** – Rhonda said Darrell Richardson testified against this at the Oct. 10 Parks Advisory Board meeting. The board voted to ban smoking except in parking lots. The recommendation goes to Council. Rhonda said she may testify at that time in opposition to allowing smoking in parks.

**Adopt-a-Street** – Since inmate crews continue regular cleanups along Chemawa the question is whether WKNA adopts another street or an alternative project. Rhonda is pursuing a Volunteer of the Quarter award for Richard Boyes, who lives on Chemawa and does litter patrols a couple of times a week. As an Adopt-A-Street alternative, the Board discussed other possibilities, such as a spring cleanup at Cummings school or helping with the John Knox Community Garden.

**Topics for Upcoming General Meetings** – Kris reported on meeting topics gathered at the October meeting. Of this list of topics she passed out, Fire Chief Cowan, Police Chief Teague and Keizer Chamber director got the most votes. Also getting votes were Kathy Lincoln with Cherriots, a UGB update from Nate Brown and "River Road businesses." Carol has suggested a repeat of disaster preparedness.

**Letter to Council re: shooting incident** – Carolyn prepared a letter to council, city officials, Marion and Polk commissioners regarding the September incident involving gunfire from a gravel pit shooting range in Polk County across the river from Sunset Park. Gary is to present the letter at the Nov. 6 council meeting and other Board members, including Rhonda, Carol and Carolyn, said they also would attend. It was agreed to have the letter read into the record at that meeting. Rhonda will get a copy to Barb for posting on WKNA's website and she also will ask Barb about getting a copy to Shirley DeShon, who is away for the winter.

**WKNA General Meeting Nov. 9 – Eric Bandonis, Marion County parole/probation officer,** presented the end-of-the-year report for parole/probation cases. He passed along some alerts from the KPD. As the weather gets colder, police advise residents to stay with their car as they are warming it up. Car thieves watch for idling, unattended cars. □

**Speaker Dr. Jerry McGee, Keizer historian and self-described “story teller,”** detailed the two donation land claims of the Keizer family that created the city; laid out the history of the Keizer family's journey to the Oregon Territory; and recounted the story of Keizer's incorporation.

West Keizer neighbor Bob DeVore attended the Oct. 24 Parks Board forum and reported on plans discussed for use of the new parks fee. Rhonda encouraged anyone interested to attend the next Parks Advisory Board meeting Nov. 14 to provide input on priorities.

Rhonda shared copies of the letter on Sunset Park safety sent to City Council, with copies to the Marion and Polk County commissions. The letter was read into the record at the Nov. 6 Council meeting.

#### DECEMBER 2017

**Dec. 6, Stakeholder meeting with Nate Brown re: Keizer UGB –** Carol Doerfler and Gary Blake attended. Carol said Colleen Busch represented Southeast Keizer Neighborhood Association and Suzanne McConnell represented Gubser. Councilors Kim Freeman and Laura Reid were there along with other citizens to meet with representatives (architects, engineers, etc.) of an organization that provides guidance to cities on UGB issues. They asked about how Keizer had grown. The main issue raised by citizens was traffic, especially River Road, Lockhaven and now Cherry Avenue. Colleen, Transit District Board member, offered some input on the planned Cherriots expansion, with new routes coming in 2018 to improve service. Consultants also asked if citizens want Keizer to grow; if so, how do they want it to grow and where. It was emphasized that more housing can't just be multi-family, because that's discriminatory. They said projections of the need for more housing are based on estimates produced from research done by Portland State University. Consultants met with groups all day long (fire/police, businesses, the Chamber of Commerce, builders and developers, the school district, real estate representatives, etc.), ending with a Planning Commission meeting. Information will be compiled and the city plans public forums to discuss further. WKNA will plan to help get the word out re: the public forums in order to get the most feedback possible.

#### No WKNA Board or General meeting in December

#### JANUARY 2018

**WKNA Board meeting, Jan. 4, 2018 –** Carol Doerfler reported on the Dec. 6 stakeholder meeting re: the Keizer UGB. WKNA will plan to help advertise the public forums to be held to gather citizen input.

Rhonda Rich shared the email WKNA received from Marion County Commission regarding the Sunset Park shooting letter WKNA sent. The county said that it lacked jurisdiction in the matter. The Board is uncertain if warning signs have been posted at the gravel pit shooting range. Dennis offered to find out.

Parks Advisory Board meeting Jan. 9 – Carol will attend to pursue repairs to the Willamette Manor tennis courts. Rhonda and Carolyn will attend to address a possible ban on smoking at Keizer Rapids due to fire danger there.

**WKNA General meeting Jan. 11, 2018 – Speaker, Jill Bonney-Hill, president of Keizer Points of**

**Interest Committee**, presented information on various points of interest throughout the community that the committee has recognized through informational kiosks or other means. These include the statue of Keizer's namesake, Thomas Keizer; informational plaques at Keizer Rapids Parks recognizing major flood events affecting Keizer through the years; the 45<sup>th</sup> parallel sign on River Road; and a donation land claim sign marking the northeast corner of the first land claim(John Brooks Keizer) – filed in 1850 under the Donation Land Act.

Election of the new Board and directors was held. The following slate was installed:

President – Carol Doerfler

Vice President – Kris Adams

Secretary – Carolyn Homan

Directors: Art Mauer, Dennis Phipps, Gary Blake, Rhonda Rich

Reports given included **Urban Growth Boundary forums** being planned by the city in a few months to gather more feedback on what kind of growth Keizer residents want to see, or not, and how to handle attendant issues such as schools, transportation, safety, etc. Everyone was encouraged to get involved.

**No Smoking in Parks** – The WKNA Board passed a motion backing no smoking in Keizer Rapids Park because of the potential fire hazard. The Parks Advisory Board is discussing a potential ban. **Dylan Juran, Parks Board member**, said the parks board plans a public forum on the issue at its next meeting, 6 p.m. Feb. 13. Residents were urged to attend.

Respectfully submitted by:

**Gary Blake**

**2017 President of the West Keizer Neighborhood Association**

COUNCIL MEETING: March 5, 2018

TO: MAYOR CLARK AND CITY COUNCIL MEMBERS

FROM: CHRIS EPPLEY  
CITY MANAGER

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

SUBJECT: WAIVER OF COMMUNITY CENTER FEE – LATINOS EN ACCION COMMITTEE – FIRST  
ANNUAL LATINO RECOGNITION SCHOLARSHIP RECEPTION

**BACKGROUND:**

At the February 20, 2018 City Council meeting, Pastor Jose Dominguez, member of the Latinos En Accion Committee presented a request to the City Council to waive the Community Center rental fees for the first annual Latino Recognition Scholarship Reception. The event will be held on Friday, May 10, 2018 from 7:00 p.m. to 8:30 p.m. Community Center Iris Room A would accommodate this event. The rental rate for this room, including the Keizer citizen 25% discount, would be \$300. This rate includes staffing costs and use of the kitchen. There is also a \$750 refundable security-cleaning deposit that is collected prior to the event.

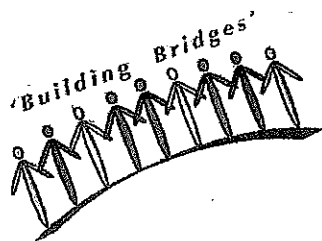
Options for Council Consideration:

1. Council could deny the request for a complete rental fee/security-cleaning deposit waiver.
2. Council could grant the request for a complete rental fee/security-cleaning deposit waiver.
3. Council could waive the security-cleaning deposit and charge the rental fee of \$300.
4. Council could waive the rental fee and the security-cleaning deposit but charge for staffing time (4 hours @\$20 = \$80)
5. Council could impose or waive fees in any manner they choose.

**RECOMMENDATION:**

Staff recommends the Council discuss the above listed options and make a motion directing staff how to proceed with the Latinos En Accion Committee event.





**L.A.C.**  
**Latinos en Accion Committee**  
*"Promoting and embracing Latino Successes"*



- We are a group of Bilingual retired educators and community leaders
- Our vision is to manifest Latino representation possibilities
- Our goal is to inform, encourage and support active participation and representation of Latinos at all levels of educational and civic affairs.

**May Event:**

- 1<sup>st</sup>. Annual Latino Recognition Scholarship Reception
- A reception to honor and recognize Latino graduating seniors and their families for their great accomplishment.
- Scholarships, certificates and raffle items
- Place: Civic Center, Keizer
- When: May 10<sup>th</sup> 8:30
- Time: 7:00-8:00 p.m.

**Contact information:** L.A.C. members:

Aurora Cedillo: \_\_\_\_\_

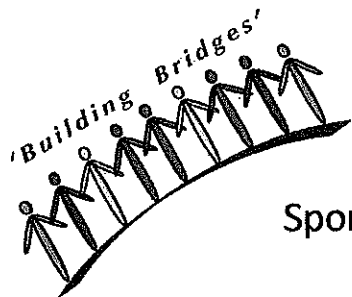
Jose Dominguez: \_\_\_\_\_

Arturo & Olga Gloria: \_\_\_\_\_

Roland Herrera: \_\_\_\_\_

Ulises Rodriguez: \_\_\_\_\_

**Email:** [latinosenaccioncommittee@gmail.com](mailto:latinosenaccioncommittee@gmail.com)



# 2018 Latino Recognition Scholarship

Sponsored by group of Bilingual Retired Educators and  
Community Leaders



***"Promoting, celebrating and embracing Latino success"***

**Criteria:**

- Latino/Hispanic graduating senior from McNary High School
- Current or former Bilingual, Migrant and/or ESL student

**Scholarship Amount:** Varies

**Name:** \_\_\_\_\_

**Address** \_\_\_\_\_

**Contact Phone Number:** \_\_\_\_\_

**In 200 words or less write a brief description of yourself and your future plans or endeavors. (It may be hand written or typed.)**

**Deadline:** March 16, 2018

**Mail completed application to:** L.A.C. Committee, c/o Jose Dominguez, 606 Dearborn Ave. NE, Salem, Oregon 97303 or email it at: [latinosenaccioncommittee@gmail.com](mailto:latinosenaccioncommittee@gmail.com)

**CITY COUNCIL MEETING: March 5, 2018**

**AGENDA ITEM NUMBER: \_\_\_\_\_**

**TO: MAYOR CLARK AND CITY COUNCIL MEMBERS**

**THROUGH: CHRIS EPPLEY  
CITY MANAGER**

**FROM: TIM WOOD  
FINANCE DIRECTOR**

**SUBJECT: DEARBORN BRIDGE REPLACEMENT PROJECT FINANCING**

**BACKGROUND:**

The Streets Division of the Public Works Department solicited competitive bids for the replacement of the existing bridge over Claggett Creek on Dearborn Avenue NE. This project involves removing the existing bridge structure, construction of a new bridge, installation of approximately 1,660 feet of new curb and sidewalk, street lighting on the new bridge and the realignment of approximately 486 feet of an existing 30" storm drain pipeline. The low responsive bidder for this project was K & E Excavating, Inc. whose bid was \$1,753,615.30 which was accepted at the December 18, 2017 City Council Meeting.

**FISCAL IMPACT:**

The Fiscal Year 2017-18 Adopted Budget provides for a \$2,000,000 loan in the Street Fund to finance the Dearborn Bridge Replacement Project through a third party lender. The loan will be repaid over time using Gas Tax revenue, except for approximately \$247,000 paid from the Stormwater Fund for the storm drain portion of the project. In addition to the construction costs of \$1,753,615.30 it is anticipated that bond legal counsel and debt advisory services will cost an additional \$40,000 to complete the financing.

**RECOMMENDATION:**

Staff recommends the City Council adopt the attached Resolution authorizing the Finance Director to enter into a contract with Piper Jaffray for debt advisory services.

In addition Staff recommends the City Council adopt the additional Resolution authorizing the Full Faith and Credit Financing of up to \$1,800,000 for the Dearborn Bridge Replacement Project, Declaring an Intent to Reimburse the City for Related Expenditures, and Related Matters.

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2018-\_\_\_\_\_

AUTHORIZING FINANCE DIRECTOR TO ENTER INTO  
ENGAGEMENT LETTER WITH PIPER JAFFRAY

WHEREAS, the City desires to use its full faith and credit obligations to finance the  
Dearborn Bridge replacement project;

WHEREAS, bond counsel has recommended that the City use services of an expert to  
assist in solicitation of offers and setting up the transaction;

WHEREAS, hiring an outside vendor with in-depth experience is in the best interests of  
the City;

WHEREAS, Piper Jaffray & Co. has the experience to assist in planning and  
implementing the transaction and has submitted a proposed engagement letter;

WHEREAS, the City Council wishes to engage the services of Piper Jaffray & Co.;

NOW, THEREFORE,

BE IT RESOLVED by the City Council of the City of Keizer that the Finance Director is  
authorized to enter into the attached engagement letter from Piper Jaffray & Co.

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

PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

SIGNED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Recorder

February 12, 2018

Tim Wood, Finance Director  
City of Keizer, Oregon  
930 Chemawa Rd NE  
Keizer, OR 97303

Re: Engagement Letter  
Revenue Bonds or Full Faith and Credit Obligations to finance traffic bridge replacement in 2018  
(the "Bonds")

Dear Tim:

This letter confirms the agreement between Piper Jaffray & Co. ("Piper Jaffray" or "we" or "us") and the City of Keizer, Oregon and its heirs, employees, companies, administrators, successors, corporate parents, subsidiaries, affiliates, and guarantors whether existing now or formed subsequent to the date hereof for purposes of entering into the Transaction (as hereafter defined)(the "Issuer" or "you") as follows:

1. **Engagement.** The Issuer engages Piper Jaffray to act as your exclusive representative for the proposed private transaction (the "Transaction") by sale of securities, (the "Securities"), and we accept this engagement upon the terms and conditions set forth in this agreement.

During the term of our engagement, we will, as appropriate to the Transaction:

- consult with you in planning and implementing the Transaction;
- assist you in preparing any transaction materials (the "Transaction Materials") we mutually agree are beneficial or necessary to the consummation of the Transaction;
- assist you in preparing for due diligence conducted by potential investors;
- identify potential investors and use our reasonable commercial efforts to assist in arranging sales of the Securities to investors;
- consult with you in structuring the investment; and
- assist you in negotiating definitive documentation.

As currently contemplated, the Transaction will be a sale of Securities of approximately \$1.8 million. You acknowledge and agree that our engagement pursuant to this letter is not an agreement by us or any of our affiliates to underwrite or purchase any Securities or otherwise provide any financing, nor an agreement by you to issue and sell any Securities. You may in your discretion postpone, modify, abandon or terminate the Transaction prior to closing. We may decline to participate in the Transaction if we reasonably determine that the Transaction has become impractical or undesirable.

2. **Fees.** For our services, you agree to pay us:

- a flat fee of \$25,000 payable by wire transfer of immediately available funds at closing. For avoidance of doubt, the fee shall not be payable in the event a closing of the Transaction does not occur.

3. **Representations, Warranties and Agreements of the Issuer.** You represent and warrant to, and agree with us, that:
- (a) the Securities will be sold by you in compliance with the requirements for exemptions from registration or qualification of, and otherwise in accordance with, all federal and state securities laws and regulations;
  - (b) you agree to be responsible for the accuracy and completeness of any Transaction Materials to the extent of federal securities laws applicable to the Transaction. You agree to notify us promptly of any material adverse changes, or development that may lead to any material adverse change, in your business, properties, operations, financial condition or prospects and concerning any statement contained in any Transaction Material, or in any other information provided to us, which is not accurate or which is incomplete or misleading in any material respect;
  - (c) you will make available to us such documents and other information which we reasonably deem appropriate and will provide us with access to your officers, directors, employees, accountants, counsel and other representatives; it being understood that we will rely solely upon such information supplied by you and your representatives without assuming any responsibility for independent investigation or verification thereof; and
  - (d) at the closing, you will permit us to rely on your representations and warranties, and cause your counsel to permit us to rely upon any opinion, furnished to any purchaser of Securities or any investor letter or certificate provided by the Purchaser.
4. **Other Matters Relating to Our Engagement.** You acknowledge that you have retained us solely to provide the services to you as set forth in this agreement. As placement agent, Piper Jaffray may provide advice concerning the structure, timing, terms, and other similar matters concerning the Bonds and the primary role of Piper Jaffray is to purchase securities for resale to investors or arrange for the placement of securities in an arm's-length commercial transaction between you and Piper Jaffray. Attached to this letter are regulatory disclosures required by the Securities and Exchange Commission and the Municipal Securities Rulemaking Board to be made by us at this time because of this engagement. We may be required to send you additional disclosures regarding the material financial characteristics and risks of such transaction or describing those conflicts. At that time, we also will seek your acknowledgement of receipt of any such additional disclosures. It is our understanding that you have the authority to bind the issuer by contract with us, and that you are not a party to any conflict of interest relating to the Bonds. If our understanding is incorrect, please notify the undersigned immediately.
5. **Termination.** You or we may terminate our engagement under this agreement, with or without cause, upon ten days' written notice to the other party; The expense reimbursement, your representations, warranties and agreements, and miscellaneous provisions of this agreement) will survive any termination of our engagement under this agreement.
6. **Miscellaneous.** This agreement, and all claims or causes of action (whether in contract or tort) that may be based upon, arise out of or relate to this agreement or the negotiation, execution or performance of this agreement, will be governed by and construed in accordance with the laws of New York. You and we hereby waive all right to trial by jury in any action, proceeding, or counterclaim (whether based upon contract, tort or otherwise) in connection with any dispute arising out of this agreement or any matters contemplated by this agreement. This agreement embodies the entire agreement and understanding between you and us and supersedes all prior agreements and understandings relating to the subject matter of this agreement. This agreement may be executed in any number of counterparts. The invalidity or unenforceability of any provision of this agreement will not affect the validity or enforceability of any other provisions of this agreement, which will remain in full force and effect. You and us will endeavor in good faith

negotiations to replace the invalid or unenforceable provisions with valid provisions the economic effect of which comes as close as possible to that of the invalid or unenforceable provisions. This agreement is solely for the benefit of you and us, and no other person will acquire or have any rights by virtue of this agreement.

Please confirm that the foregoing correctly and completely sets forth our understanding by signing and returning to us the enclosed duplicate of this engagement agreement.

Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Lauren MacMillan', written over a horizontal line.

**Lauren MacMillan, Senior Vice President**  
Piper Jaffray & Co.

Acknowledgement of Approval of Engagement  
and Receipt of Appendix A Disclosures  
**Tim Wood, Finance Director**  
**City of Keizer, Oregon**

Date: \_\_\_\_\_

## **Appendix A – G-17 Disclosure**

We are providing you with certain disclosures relating to the Bonds as required by the Municipal Securities Rulemaking Board (MSRB) Rule G-17 in accordance with MSRB Notice 2012-25 (May 7, 2012)<sup>1</sup>. Under new federal regulations, all underwriters and placement agents are now required to send the following disclosures to you (as the Issuer of the Bonds) in order to clarify the role of a placement agent and other matters relating to a private placement of the Bonds.

Piper Jaffray intends to serve as a placement agent respecting the Bonds and not as a financial advisor or municipal advisor to you. As part of our services as a placement agent, Piper Jaffray may provide advice concerning the structure, timing, terms, and other similar matters concerning an issue of municipal securities that Piper Jaffray is placing.

### ***Our Role as Placement Agent:***

In serving as placement agent for the Bonds, these are some important disclosures that clarify our role and responsibilities:

- (i) MSRB Rule G-17 requires us to deal fairly at all times with both municipal issuers and investors;
- (ii) Our primary role in this transaction is to facilitate the sale and purchase of municipal securities between you and one or more investors for which we will receive compensation;
- (iii) Unlike a municipal advisor, we do not have a fiduciary duty to you under the federal securities laws and are, therefore, not required by federal law to act in your best interests without regard to our own financial or other interests;
- (iv) We have a duty to arrange the purchase securities from you at a fair and reasonable price, but must balance that duty with our duty to arrange the sale to investors at prices that are fair and reasonable; and
- (v) In the event an official statement is prepared, we will review the official statement for your securities in accordance with, and as part of, our responsibilities to investors under the federal securities laws, as applied to the facts and circumstances of the transaction.

### ***Our Compensation:***

As placement agent, compensation will be by a fee that was negotiated and entered into in connection with the issuance of the Bonds. Payment or receipt of the underwriting fee, discount or placement agent fee will be contingent on the closing of the transaction and the amount of the fee or discount may be based, in whole or in part, on a percentage of the principal amount of the Bonds. While this form of compensation is customary in the municipal securities market, it presents a conflict of interest since the underwriter or placement agent may have an incentive to recommend to the Issuer a transaction that is unnecessary or to recommend that the size of the transaction be larger than is necessary.

### ***Risk Disclosures:***

In accordance with the requirements of MSRB Rule G-17, attached as Appendix B is a description of the material aspects of a typical fixed rate offering, including the Bonds. This letter may be later supplemented if the material terms of the Bonds change from what is described here.

If you have any questions or concerns about these disclosures, please make those questions or concerns known immediately to me. In addition, you should consult with your own financial, legal, accounting, tax and other advisors, as applicable, to the extent you deem appropriate.

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<sup>1</sup> Interpretive Notice Concerning the Application of MSRB Rule G-17 to Underwriters of Municipal Securities (effective August 2, 2012).



## Appendix B – Risk Disclosures

The following is a general description of the financial characteristics and security structures of fixed rate municipal bonds ("Fixed Rate Bonds"), as well as a general description of certain financial risks that you should consider before deciding whether to issue Fixed Rate Bonds.

### **Financial Characteristics**

**Maturity and Interest.** Fixed Rate Bonds are interest-bearing debt securities issued by state and local governments, political subdivisions and agencies and authorities. Maturity dates for Fixed Rate Bonds are fixed at the time of issuance and may include serial maturities (specified principal amounts are payable on the same date in each year until final maturity), one or more term maturities (specified principal amounts are payable on each term maturity date), a combination of serial and term maturities, or bullet maturities, in which all the Bonds mature on a single maturity date. The final maturity date typically will range between 10 and 30 years from the date of issuance. Interest on the Fixed Rate Bonds typically is paid semiannually at a stated fixed rate or rates for each maturity date.

**Redemption.** Fixed Rate Bonds may be subject to optional redemption, which allows you, at your option, to redeem some or all of the bonds on a date prior to scheduled maturity, such as in connection with the issuance of refunding bonds to take advantage of lower interest rates. Fixed Rate Bonds will be subject to optional redemption only after the passage of a specified period of time, often approximately ten years from the date of issuance, and upon payment of the redemption price set forth in the bonds, which may include a redemption premium. You will be required to send out a notice of optional redemption to the holders of the bonds, usually not less than 30 days prior to the redemption date. Fixed Rate Bonds with term maturity dates also may be subject to mandatory sinking fund redemption, which requires you to redeem specified principal amounts of the bonds annually in advance of the term maturity date. The mandatory sinking fund redemption price is 100% of the principal amount of the bonds to be redeemed.

**Other Financial Characteristics Specific to Direct Purchases of Bonds.** Purchasers of bonds in a direct purchase, private placement context sometimes ask for certain financial terms not typically included in publically offered bonds. These could include provisions that raise your interest rate during the term of the bonds. For example, a margin rate clause (also known as "gross up" or "increased cost") triggers an automatic interest rate increase should federal corporate tax rates be reduced, allowing the purchaser to offset the decreased value of the bonds. Other potential interest rate increases could include a higher rate triggered by an event of default (a "default rate"), an increase in the interest rate if there is a determination that interest on the bonds is includable in gross income for federal income tax purposes or a higher interest rate if the instrument fails to be bank-qualified. For any of these scenarios, the resulting interest rate may or not be capped by a maximum interest rate. If a rate cap applies, purchasers may ask that any interest that would have accrued but for a rate cap be deferred and paid out in later years. Another example of terms that may apply in a private placement include acceleration clauses, which may permit the bank purchaser to request immediate payment of outstanding principal in an event of default or otherwise force a restructuring of the bonds to a more accelerated amortization schedule. Lenders may also seek provisions requiring that any interest that would have accrued but for legal maximum rate restrictions to be deferred and paid if and when the applicable rate goes below such maximum rate (commonly known as a "clawback" or "recapture provision").

These features could impact your liquidity, debt service coverage ratios or force you to divert funds to pay debt service on the Bonds that were intended for other purposes. Unexpected increases in interest rates could also impact your outstanding credit rating.

## **Security**

Payment of principal of and interest on a municipal security, including Fixed Rate Bonds, may be backed by various types of pledges and forms of security, some of which are described below.

### **General Obligation Bonds**

"General obligation bonds" are debt securities to which your full faith and credit is pledged to pay principal and interest. If you have taxing power, generally you will pledge to use your ad valorem (property) taxing power to pay principal and interest. Ad valorem taxes necessary to pay debt service on general obligation bonds may not be subject to state constitutional property tax millage limits (an unlimited tax general obligation bond). The term "limited" tax is used when such limits exist.

General obligation bonds constitute a debt and, depending on applicable state law, may require that you obtain approval by voters prior to issuance. In the event of default in required payments of interest or principal, the holders of general obligation bonds have certain rights under state law to compel you to impose a tax levy.

### **Revenue Bonds**

"Revenue bonds" are debt securities that are payable only from a specific source or sources of revenues. Revenue bonds are not a pledge of your full faith and credit and you are obligated to pay principal and interest on your revenue bonds only from the revenue source(s) specifically pledged to the bonds. Revenue bonds do not permit the bondholders to compel you to impose a tax levy for payment of debt service. Pledged revenues may be derived from operation of the financed project or system, grants or excise or other specified taxes. Generally, subject to state law or local charter requirements, you are not required to obtain voter approval prior to issuance of revenue bonds. If the specified source(s) of revenue become inadequate, a default in payment of principal or interest may occur. Various types of pledges of revenue may be used to secure interest and principal payments on revenue bonds. The nature of these pledges may differ widely based on state law, the type of issuer, the type of revenue stream and other factors.

### **General Fund Obligations**

"General Fund Obligations" are debt securities that are payable from an issuer's general fund and are not secured by a specific tax levy like a general obligation bond or a specific revenue pledge like a revenue bond. General fund obligations come in many varieties and may be a continuing obligation of the general fund or may be subject to annual appropriation. Often general fund obligations are issued in the form of certificates of participation in a lease obligation of the issuer.

## **Financial Risk Considerations**

Certain risks may arise in connection with your issuance of Fixed Rate Bonds, including some or all of the following:

### **Risk of Default and Fiscal Stress**

You may be in default if the funds pledged to secure your bonds are not sufficient to pay debt service on the bonds when due. The consequences of a default may be serious for you and may include the exercise of available remedies against you on behalf of the holders of the bonds. Depending on state law, if the bonds are secured by a general obligation pledge, you may be ordered by a court to raise taxes or other budgetary adjustments may be necessary to enable you to provide sufficient funds to pay debt service on the bonds. If the bonds are revenue bonds, subject to applicable state law and the terms of the authorizing documents, you may be required to take steps to increase the available revenues that are pledged as security for the bonds.

Bonds payable from the general fund, particularly bonds without a defined revenue stream identified to pay debt service, reduce your flexibility to balance the general fund. Because a fixed debt service payment is required to be paid regardless of how your general fund is impacted by revenue losses or by increased expenses, you have less flexibility in the options available to you in assuring a balanced budget for your general fund.

General Fund Obligations that are Project Based. Some general fund obligations are issued for projects which are expected to generate revenues that will pay for some or all of the debt service on the bonds. In the event the project does not generate the anticipated levels of revenues available for debt service, or, in the extreme case, does not create any revenue available for debt service, you may need to make payments from other available general fund revenues. This may force you to reduce other expenditures or to make difficult decisions about how to pay your debt service obligation while meeting other expenditure needs.

General Fund Obligations that are Subject to Annual Appropriation. Some general fund obligations require that debt service is subject to annual appropriation by your governing body. If your governing body decides not to appropriate payments for debt service, your credit ratings may be negatively impacted and you may be forced to pay a higher interest rate on future debt issuance or may be unable to access the market for future debt issuance.

For all bonds, a default may negatively impact your credit ratings and may effectively limit your ability to publicly offer bonds or other securities at market interest rate levels. Further, if you are unable to provide sufficient funds to remedy the default, subject to applicable state law and the terms of the authorizing documents, it may be necessary for you to consider available alternatives under state law, including (for some issuers) state-mandated receivership or bankruptcy. A default also may occur if you are unable to comply with covenants or other provisions agreed to in connection with the issuance of the bonds.

#### Redemption Risk

Your ability to redeem the bonds prior to maturity may be limited, depending on the terms of any optional redemption provisions. In the event that interest rates decline, you may be unable to take advantage of the lower interest rates to reduce debt service.

#### Refinancing Risk

If the financing plan contemplates refinancing some or all of the bonds at maturity (for example, if there are term maturities, bullet maturities or if a shorter final maturity is chosen than might otherwise be permitted under the applicable federal tax rules), market conditions or changes in law may limit or prevent the refinancing of those bonds when required. Further, limitations in the federal tax rules on advance refunding of bonds (an advance refunding of bonds occurs when tax-exempt bonds are refunded more than 90 days prior to the date on which those bonds may be retired) may restrict the ability to refund the bonds to take advantage of lower interest rates.

#### Reinvestment Risk

You may have proceeds of the bonds to invest prior to the time that you are able to spend those proceeds for the authorized purpose. Depending on market conditions, you may not be able to invest those proceeds at or near the rate of interest that you are paying on the bonds, which is referred to as "negative arbitrage".

#### Tax Compliance Risk

The issuance of tax-exempt bonds is subject to a number of requirements under the United States Internal Revenue Code, as enforced by the Internal Revenue Service (IRS). You must take certain steps and make certain representations prior to the issuance of tax-exempt bonds. You also must covenant to take certain additional actions after issuance of the tax-exempt bonds. A breach of your representations or your failure to comply with certain tax-related

covenants may cause the interest on the bonds to become taxable retroactively to the date of issuance of the bonds, which may result in an increase in the interest rate that you pay on the bonds or the mandatory redemption of the bonds. The IRS also may audit you or your bonds, in some cases on a random basis and in other cases targeted to specific types of bond issues or tax concerns. If the bonds are declared taxable, or if you are subject to audit, the market price of your bonds may be adversely affected. Further, your ability to issue other tax-exempt bonds also may be limited.

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2018-\_\_\_\_\_

AUTHORIZING A FULL FAITH AND CREDIT FINANCING FOR THE  
DEARBORN BRIDGE REPLACEMENT PROJECT, DECLARING AN  
INTENT TO REIMBURSE THE CITY FOR RELATED EXPENDITURES,  
AND RELATED MATTERS

WHEREAS, the City of Keizer, Oregon (the “City”) is authorized by Oregon

Revised Statutes Section 271.390 to enter into financing agreements to finance real or  
personal property that the City Council determines is needed, so long as the estimated  
weighted average life of the financing agreement does not exceed the estimated dollar  
weighted average life of the property that is financed; and

WHEREAS, the City is authorized to commit its full faith and credit and taxing  
power pursuant to ORS 287A.315 to pay the amounts due under the financing  
agreement; and

WHEREAS, it is desirable to obtain financing for the Dearborn Bridge  
Replacement Project (the “Project”) in a principal amount of not more than \$1,800,000,  
pursuant to ORS 271.390 and ORS 287A.315; and

WHEREAS, the City may incur expenditures (the “Expenditures”) to pay costs of  
the Project prior to the issuance of the financing agreement and wishes to declare its  
official intent to reimburse itself for any Expenditures the City may make from its own  
funds on the Project from the proceeds of the financing agreement, the interest on which

1 may be excluded from gross income under Section 103 of the Internal Revenue Code of  
2 1986, as amended (the “Code”).

3 NOW, THEREFORE,

4 BE IT RESOLVED by the City Council of the City of Keizer as follows:

5 Section 1. Determination of Need.

6 The City Council hereby determines that the Project is needed.

7 Section 2. Financing Agreement Authorized.

8 The City is hereby authorized to enter into a financing agreement (the “Financing  
9 Agreement”) in an aggregate principal amount of not more than \$1,800,000 to finance  
10 the Project pursuant to ORS 271.390, and to pay costs related to the financing.

11 Section 3. Delegation.

12 The City Manager or the Finance Director, or the person designated by the City  
13 Manager or the Finance Director (each of whom is referred to herein as a “City  
14 Official”) are hereby authorized, on behalf of the City and without further action by the  
15 City Council, to:

16 A. Determine the final principal amount, interest rates, payment dates,  
17 prepayment rights and all other terms of the financing.

18 B. Negotiate the final terms of, and execute and deliver the Financing  
19 Agreement and any related documents. Subject to the limitations of this  
20 Resolution, the Financing Agreement may be in such form and contain such terms  
21 as the City Official may approve.

1 C. Select a commercial bank or lender to provide the financing  
2 authorized by this Resolution.

3 D. Covenant for the benefit of the lender to comply with all provisions  
4 of the Code which are required for the interest paid under the Financing  
5 Agreement to be excluded from gross income for federal income tax purposes.

6 E. Designate the Financing Agreement as a “qualified tax-exempt  
7 obligation” pursuant to Section 265(b)(3) of the Code, if applicable.

8 F. Appoint and enter into agreements with service providers for the  
9 Financing Agreement.

10 G. Execute and deliver any other certificates or documents and take  
11 any other actions which the City Official determines are desirable to carry out this  
12 Resolution.

13 Section 4. Security.

14 Pursuant to ORS 287A.315, the City Official may pledge the City’s full faith and  
15 credit and taxing power within the limitations of Sections 11 and 11b of Article XI of the  
16 Oregon Constitution to pay the amounts due under the Financing Agreement. The City is  
17 not authorized to levy additional taxes to pay the amounts due under the Financing  
18 Agreement. In addition, the City Official may pledge unspent proceeds of the financing  
19 and gas tax revenues to pay the amounts due from the City under the Financing  
20 Agreement.

1           Section 5.     Declaration of Intent to Reimburse.

2           The City hereby declares its official intent to reimburse itself with the proceeds of  
3     the Financing Agreement for any of the Expenditures incurred by it prior to the issuance  
4     of the Financing Agreement. This Resolution is adopted as official action of the City in  
5     order to comply with Treasury Regulation Section 1.150-2 and any other regulations of  
6     the Internal Revenue Service relating to the qualification for reimbursement of  
7     Expenditures of the City incurred prior to the date of issue of the Financing Agreement.

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

10          PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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12          SIGNED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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\_\_\_\_\_  
Mayor

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\_\_\_\_\_  
City Recorder





**MINUTES**  
**KEIZER CITY COUNCIL**  
**Monday, February 5, 2018**  
**Keizer Civic Center, Council Chambers**  
**Keizer, Oregon**

**CALL TO ORDER**

Mayor Clark called the meeting to order at 7:13 pm. Roll Call was taken as follows:

**Present:**

Cathy Clark, Mayor  
Marlene Parsons, Councilor  
Bruce Anderson, Councilor  
Amy Ryan, Councilor  
Laura Reid, Councilor  
Roland Herrera, Councilor

**Absent:**

Kim Freeman, Councilor  
Youth Councilor Samuel Hernandez

**Staff:**

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

**FLAG SALUTE**

Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS  
OF BUSINESS**

**a. Salem Keizer  
School District  
Bond Measure  
Presentation**

Mike Wolfe, Chief Operations Officer for the Salem Keizer School District, and Nancy MacMorris-Adix, previous Board member/chair, distributed an informational flyer regarding the upcoming bond measure, reviewed slides summarizing the bond development process and the economic impact and fielded questions from council regarding improvements, maintenance and the bidding/award process.

**b. Greater Gubser  
Neighborhood  
Association  
Annual Report**

*Mark Caillier*, Keizer, provided information on past and planned events and meetings, communication tools and donations received through the Miracle of Lights display.

*Suzanne McConnell* provided the names/positions of the board members and requested recognition for another year.

Councilor Parsons moved to accept the report and extend recognition to the Greater Gubser Neighborhood Association for an additional year.

Councilor Ryan seconded. Motion passed as follows:

AYES: Clark, Reid, Parsons, Ryan, Herrera and Anderson (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Freeman (1)

## COMMITTEE REPORTS

### a. Appointments to the Parks Advisory Board and the Traffic Safety/Bikeways/Pedestrian Committee

City Manager, Chris Eppley, reported that following publication of notice of vacancies on two Keizer committees and acceptance of testimony from applicants, the Volunteer Coordinating Committee unanimously recommended Zaira Flores Marin and Donna Bradley to positions 1 and 4 of the Parks Advisory Board and Michael DeBlasi to the Traffic Safety/Bikeways/Pedestrian Committee.

Councilor Parsons moved that the Keizer City Council accept the Volunteer Coordinating Committee recommended appointments.

Councilor Ryan seconded. Motion passed as follows:

AYES: Clark, Reid, Parsons, Ryan, Herrera and Anderson (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Freeman (1)

## ADDITIONAL COMMITTEE REPORTS

*Matt Lawyer*, Keizer, announced the upcoming Claggett Creek Watershed Council annual clean-up day at Ben Miller Park and the Civic Center and the Earth Day event held jointly with the Keizer Rotary.

*Mark Caillier*, Keizer, reported that 43 more trees were planted as Phase 2 of the arboretum. This is part of a Rotary challenge to plant a tree for every member and is being done in conjunction with the City and Claggett Creek Watershed Council with the help of former Marion County Extension Service Agent Wilbur Blum, Randy Miller and Herc Equipment.

## PUBLIC TESTIMONY      None

## PUBLIC HEARINGS      *Mayor Clark opened the Public Hearing.*

### a. Liquor License Change of Ownership/Trade Name for Neighborhood Market

City Manager Chris Eppley reported that an application was submitted for a Change of Ownership and Trade Name from Gurpreet Kaur owner of Neighborhood Market, Keizer, Oregon. A background check was done and calls for service are within the City recommended standards. Staff recommends that Council review the application and forward a recommendation to the OLCC for approval.

*With no further testimony, Mayor Clark closed the Public Hearing.*

Councilor Parsons moved that the Keizer City Council approve the application for Neighborhood Mini Mart under the guidelines established by ORS 471.178 and the Ordinances of the City of Keizer. This recommendation shall then be forwarded to the Oregon Liquor Control Commission for final approval. Councilor Herrera seconded. Motion passed as follows:

AYES: Clark, Reid, Parsons, Ryan, Herrera and Anderson (6)

NAYS: None (0)

ABSTENTIONS: None (0)  
ABSENT: Freeman (1)

**ADMINISTRATIVE ACTION** None

**CONSENT  
CALENDAR**

- a. RESOLUTION – Authorizing the City Manager to Award and Enter Into an Agreement with BRX, Inc. for Construction of Keizer Station Area B Access Project
- b. RESOLUTION – Approving Extension of the Cable Television Franchise Agreement with Comcast of Oregon, Inc. (Formerly Known as Far-West Communications, Inc., DBA AT&T Cable Services)
- c. RESOLUTION – Adopting Policies for Placement of Informational Signs at the Focal Point
- d. RESOLUTION – Authorizing the City Manager to Purchase 2018 Ford F 350 and Two Ford F-250 Vehicles for the Parks Division of the Public Works Department and Authorizing Disposition of Surplus Property
- e. RESOLUTION – Exercising the Power of Eminent Domain Right of Way Services
- f. Approval of January 16, 2018 City Council Regular Session Minutes

Councilor Parsons moved for approval of the Consent Calendar.

Councilor Herrera seconded. Motion passed as follows:

AYES: Clark, Reid, Parsons, Ryan, Herrera and Anderson (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Freeman (1)

**COUNCIL  
LIAISON  
REPORTS**

Councilor Anderson reported on the First Citizen Banquet, the February 3 tree planting at Keizer Rapids Park and the All-City Honor Choir, Orchestra and Band Concerts at North Salem High School. He urged everyone to attend the upcoming High School Honor Choir/Orchestra/Band Concert.

Councilor Herrera reported on the Winter Sports Volcano Banquet, the Council of Governments annual meeting, the Waremart grand opening and the Keizer Points of Interest Committee meeting.

Councilor Parsons reported on the Personnel Policy Committee and Festivals Advisory Board meetings, the habitat home dedication and the Human Bean and Aromas Fusion openings.

Councilor Reid reported on the Southeast Keizer Neighborhood Association meeting and the student art display at the Art Association.

Councilor Ryan announced the opening of Gyros Restaurant and noted that she would be a speaker for the school bond measure. Mayor Clark clarified that any bond measure support shown would be as an individual and not as a representative of the City Council.

Mayor Clark reported on the State Accident Insurance Fund (SAIF) dinner, the Greater Gubser Neighborhood Association and Salem Keizer Area Transportation Study meetings, Marion Polk County Medical Society annual meeting and awards dinner, the Willamette Heritage Museum display and provided additional information on events mentioned above.

## **OTHER BUSINESS**

Chief Teague announced that two new officers have been hired and will be going to academy; two more have passed background checks and three others are in the process.

Community Development Director Nate Brown noted that the Cost of Growth Grant draft outline of the consultant report has been received. The kick-off group for the revitalization project met on Tuesday and a market analysis is being done along River Road and Cherry.

## **WRITTEN COMMUNICATIONS**

Mayor Clark read a letter complaining about the condition of property at 4810 Gobert Avenue which she then gave to City Manager Chris Eppley for follow-up. Mr. Gene Tietz also wrote voicing objection to the parks and police fee. Mayor Clark noted that she had written Mr. Tietz and urged him to contact the City to learn about the assistance programs available.

## **AGENDA INPUT**

February 12, 2018

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

February 20, 2018 (Tuesday)

7:00 p.m. City Council Regular Session

## **ADJOURNMENT**

Mayor Clark adjourned the meeting at 8:38 p.m.

MAYOR:

APPROVED:

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Cathy Clark

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Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

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Councilor #1 – Laura Reid

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Councilor #4 – Roland Herrera

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~ Absent ~

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Councilor #2 – Kim Freeman

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Councilor #5 – Amy Ryan

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Councilor #3 – Marlene Parsons

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Councilor #6 – Bruce Anderson

Minutes approved: \_\_\_\_\_