

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

# **A G E N D A**

## **KEIZER CITY COUNCIL WORK SESSION**

**Monday, December 10, 2018**

**6:00 p.m.**

**Robert L. Simon Council Chambers**

**930 Chemawa Road NE**

**Keizer, Oregon 97303**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. DISCUSSION**

**a. Review of 2017-19 Council Goals**

**4. ADJOURN**

*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 WORK SESSION: December 10, 2018**

**TO: MAYOR CLARK AND COUNCIL MEMBERS**

**THROUGH: CHRISTOPHER C. EPPLEY, CITY MANAGER**

**FROM: NATE BROWN, COMMUNITY DEVELOPMENT DIRECTOR**

**SUBJECT: UGB PROJECTS**

**BACKGROUND:**

Since our completion of the State required Periodic Review (land use regulation review by the state to ensure conformance with all State requirements/goals) in 2014, we have been working to address the deficiencies documented in that examination. The State acknowledged that Keizer does have a deficit in all housing types, and importantly, a deficit of enough developable land in our portion of the shared UGB to accommodate that need.

Since that time, several things have been happening. We have consistently asked the state to help us resolve those issues by providing the technical assistance necessary to do so. We have repeatedly applied for Transportation and Growth Management (TGM) grants to study and document the area location and quantity needed—and have been consistently denied, with the explanation that the state does not fund such efforts. After a few of these dead-ends under our belt, we have tailored our requests to what will be funded, and have now been successful in obtaining assistance. All of these projects have one goal in mind: providing the necessary factual information necessary to make informed and intelligent decisions regarding the UGB.

The following is a list and short description of these efforts:

- **Education and Outreach Grant.** Comparison of other Cities UGB efforts demonstrating a success, a modified request, and a change of mind by other cities.
- **Keizer Revitalization Project.** A major effort to evaluate the market issues, the development potential and the possible land use efficiency measures that could be implemented for our major corridors.
- **BLI/HNA Update.** This project will establish our new population forecast, specific to Keizer, and our land needs.
- **“Divorce 101”.** We have pressured the state to make a determination on the issue of what if Keizer decides to separate the UGB and what specifically that would entail. The state has now issued a “White Paper”.
- **Transportation Impacts from Growth Study.** Following on the heels of the KRP we will have a MPO funded project aimed at specifically determining what impacts will be created on our regional transportation system from 3 scenarios: infill only (relying on the capacity of the shared UGB), expanded UGB, and/or a blend of the two.

1                                   **CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON**

2   **Resolution R2017-2758**

3   **ADOPTION OF 2017-2019 CITY COUNCIL GOALS**

4                                   **BE IT RESOLVED** that the City Council of the City of Keizer does hereby adopt the  
5  
6 **following Council goals for 2017-2019:**

7   **Short Term Goals**

- 8                   • **Complete the steps necessary to have all appropriate data collected in order to**  
9                   **facilitate a comprehensive community wide Urban Growth Boundary**  
10                  **discussion.**
- 11                  • **Develop and implement a stable Parks funding mechanism for maintenance**  
12                  **and operations of the City's parks system.**
- 13                  • **Continue expanding and enhancing methods and opportunities to engage with**  
14                  **as many Keizer citizens as possible so as to broaden communication with all of**  
15                  **our residents.**
- 16                  • **Expand youth council program to all schooling types (public, private, and**  
17                  **homeschool) with the objective of having a youth voice on all city boards and**  
18                  **commissions**
- 19                  • **Facilitate conversations with and between volunteer groups who run youth**  
20                  **sports and recreation programs within Keizer so as to foster widely successful**  
21                  **programs for our residents to enjoy.**
- 22                  • **Develop and implement a stable funding source to attain sustainable police**  
23                  **staffing at acceptable levels now and into the future.**

24   **Long Term Goals**

- 25                  • **Engage in a comprehensive community wide Urban Growth Boundary**  
26                  **Expansion (or not) discussion with residents.**
- 27                  • **Use the proceeds from the sale of Keizer Station Area A LID properties**  
28                  **(Rawlins parcels and Tract C) to promote Economic Development purposes**



1 and programs to be determined by the City Council as revenues become  
2 available. The use of such revenues will be consistent with the intent set forth  
3 in Urban Renewal Agency Resolution UR2012-156. Consider using the  
4 proceeds from the sale of other City owned properties to support economic  
5 development purposes as such opportunities arise and the Council  
6 determines it is advantageous to commit such resources to those types of  
7 efforts.

- 8 • Consider adding a Public Information Officer or City-wide  
9 Communications/Volunteer Coordinator position to further the community's  
10 outreach initiatives as stable funding becomes available.
- 11 • Initiate a comprehensive update of the Transportation System Development  
12 plan

13  
14 BE IT FURTHER RESOLVED that this Resolution shall take effect immediately  
15 upon the date of its passage.

16 PASSED this 3rd day of April, 2017.

17  
18 SIGNED this 3rd day of April, 2017.

19  
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21   
22 Mayor  
23   
24 City Recorder

## 2017 - 19 City Council Goals

*Business Plan for Completion within 24-months*

**Goal to continuously expand community engagement:** Initiate a task force to identify opportunities to engage with all cultures and groups of people within the community so as to provide an opportunity for all peoples to positively interact and have influence within their City government.

- ◆ City Council holds public forums and performs outreach to actively engage with the community in many venues.
- ◆ Work with community partners to develop forums and opportunities for positive communications between all members of the community and the City Council.
- ◆ The City Council should develop strategies for ongoing positive community involvement and consider adopting them in.

### **Next Steps:**

<b><u>Task</u></b>	<b><u>Next Steps</u></b>	<b><u>Who</u></b>	<b><u>% Goal</u></b>	<b><u>FY</u></b>	<b><u>Update</u></b>
Initiate community outreach	◆ City Council continues to find opportunities to outreach to the community in as many ways as possible	City Council City Manager City Attorney City Recorder	90	2017-19	<del>5/15/17 – The City Council wishes to continue expanding the ways in which they outreach and engage with all members of the Keizer Community.</del> 11/26/18 – Staff has begun publishing a number of documents including our City Council agenda on our webpage in Spanish in an attempt. We are looking at other documents, forms, and processes where we can publish in Spanish as well.
Consider adopting an inclusivity resolution declaring our intent to be a welcoming community for all peoples	◆ Council directs staff to create an inclusivity resolution for consideration	City Council City Manager City Attorney City Recorder	10	2017-19	11/26/18 – City Council has held a work session on the topic and has discussed the adoption of an inclusivity resolution a number of times but has not yet adopted one.
<b>Total % of Goal Completed to date</b>			<b>60</b>		

## 2017 - 19 City Council Goals

*Business Plan for Completion within 24-months*

**Goal to identify Parks levels of service and stable funding platform:** Initiate process to communicate with the community and discern a desired level of service for City Parks. Develop stable funding mechanism to support Parks at levels that are able to provide the desired level of service.

- ◆ Initiate community dialogue to discern desired Parks levels of service
- ◆ Identify stable funding platform to support Parks levels of service
- ◆ Refer funding platform to public vote or institute at Council level

### **Next Steps:**

<b><u>Task</u></b>	<b><u>Next Steps</u></b>	<b><u>Who</u></b>	<b><u>% Goal</u></b>	<b><u>FY</u></b>	<b><u>Update</u></b>
Initiate public dialogue on Parks service levels	◆ Hold a series of town hall forums to converse with the public on Parks issues, desired levels of service and funding platforms	PW Director Finance Dir Parks Board City Manager City Council	80	2017-18	5/15/17 – Parks Board and City Council conducted a series of public forums and a comprehensive citizen survey identifying the community’s desired level of service for parks and willingness to support a parks fee collected in some manner to support parks operations and maintenance.
Adopt Parks Fee Ordinance or refer to citizen vote	◆ City Council adopts ordinance implementing parks fee or refers an initiative to a general election for voter approval on the selected funding platform or enact such a platform if preferred	City Manager PW Director Parks Board City Attorney City Council	20	2017-18	<del>5/15/17 – Staff has been directed to draft an ordinance on a proposed parks fee of \$4/month per residence and business with some exception and to bring it back in July for City Council review.</del> 11/26/18 – The Parks fee has been adopted and collected for approximately a year now and has been making great headway on accomplishing the Parks maintenance items as prioritized by the community and Parks Committee.
<b>Total % of Goal Completed to date</b>			<b>100</b>		

## 2017 - 19 City Council Goals

*Business Plan for Completion within 24-months*

**Goal to identify Police levels of service and stable funding platform:** Initiate process to dialogue with the community and identify an appropriate level of service and sustainable funding source for Public Safety personnel.

- ◆ Initiate community dialogue to identify Police level of service
- ◆ Identify stable funding platform to support Police levels of service
- ◆ Pass ordinance or refer to the voters a funding platform to sustainably support Public Safety in Keizer

**Next Steps:**

<u>Task</u>	<u>Next Steps</u>	<u>Who</u>	<u>% Goal</u>	<u>FY</u>	<u>Update</u>
Initiate public dialogue on Police service levels	◆ Hold a series of outreach meetings and/or town hall forums to converse with the public on appropriate Police levels of service and funding platforms	Chief of Police Finance Dir City Manager City Attorney City Council	80	2017-18	5/15/17 – The Chiefs of Police, both current and immediate past, have conducted a number of outreach efforts to engage neighborhood associations, religious and other community groups, and the general public at town hall forums to educate and identify an appropriate level of Police staffing to adequately provide Public Safety services to Keizer residents. That level has been determined to be 5-additional officers at a rate of roughly \$4 per resident, proposed to be collected via a fee delivered by some method. Another Public Forum is scheduled for a Special City Council Meeting to be held on the 2 <sup>nd</sup> Monday of June.
Council either passes an ordinance or refers the matter to the voters adopting a Public Safety fee	◆ City Council adopts ordinance implementing Public Safety fee or refers an initiative to a general election for voter approval on the selected funding platform or enact such a platform if preferred	City Manager Finance Dir City Manager City Attorney City Council	20	2017-18	11/26/18 – The Police Fee was adopted by the City Council and has been collected now for nearly a year. The five positions identified in the discussions surrounding the Police Fee have been filled and the department is standing up those units identified for modification through the public discussions.

**Total % of Goal Completed to date**

**100**

## 2017 - 19 City Council Goals

### *Business Plan for Completion within 24-months*

**Goal to Complete steps necessary to gather all data required for a community wide UGB discussion:** Complete gathering all data and finish all research necessary to engage the community in a meaningful way to determine the future of Keizer's portion of the UGB.

- ♦ Complete analysis of River Road business district opportunities and strategies through ODOT grant.
- ♦ Complete Transportation analysis for UGB discussion
- ♦ Conduct community outreach to discuss UGB topic.
- ♦ Develop policy direction on UGB topic.

#### **Next Steps:**

<b><u>Task</u></b>	<b><u>Next Steps</u></b>	<b><u>Who</u></b>	<b><u>% Goal</u></b>	<b><u>FY</u></b>	<b><u>Update</u></b>
Complete downtown core strategies plan	♦ Develop a plan to enhance and take advantage of all of the opportunities associated with a strong downtown business district along River Road.	Com Dev Dir Planning Com City Attorney City Manager City Council Finance Dir	25	2017-18	5/15/17 – RFP has been reviewed and a firm has been selected to accomplish this project in conjunction with ODOT.
Transportation analysis for UGB scenarios	♦ Perform transportation system analysis based on UGB scenarios	Com Dev Dir	25	2017-19	11/26/18 – various studies are currently underway regarding the costs associated with growth should the UGB be expanded. In addition, a process has been identified for separating from Salem should Keizer decide to establish our own independent UGB.
UGB Discussion community outreach	♦ Develop community outreach strategy to discuss the UGB topic with citizenry. ♦ Execute community outreach program and gather input.	Com Dev Dir City Attorney Planning Com City Council City Manager Finance Dir	25	2017-19	
Develop policy direction on UGB topic	♦ Deliberate EOA/HNA data and public comment to develop policy direction on UGB topic.	Com Dev Dir Planning Com City Attorney City Council City Manager	25	2017-19	



## 2017 - 19 City Council Goals

*Business Plan for Completion within 24-months*

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**Goal to create a Youth Council program:** Work with Mayor, City Council, and Youth Councilor to develop a Youth Councilor/Liaison program.

- ♦ Further develop the Youth Council/liaison program where local high school students serve as representatives of Keizer youth on all City boards and commissions.

### Next Steps:

<u>Task</u>	<u>Next Steps</u>	<u>Who</u>	<u>% Goal</u>	<u>FY</u>	<u>Update</u>
Initiate program	♦ City Council initiates Youth Councilor/Page program	City Council Youth Councilor City Recorder VCC	50	2017-19	<del>5/15/17 – The Youth Councilor program has been in place for a number of years but Councilor Reid is helping to expand the program to include a Deputy Youth Councilor, to become the Youth Councilor the following year, and Youth representatives to various boards and committees.</del> 11/26/18 – City Council has made great strides toward filling youth councilor positions on various boards and committees within the City. This will be an ongoing effort.
Total % of Goal Completed to date			80		

## 2017 - 19 City Council Goals

*Business Plan for Completion within 24-months*

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**Goal to facilitate a youth sports program round table:** Work with Mayor, City Council, and leadership of the various youth sports programs in Keizer to facilitate a round table forum for sharing of information and fostering collaboration.

- ♦ Work with Mayor, City Council, and leadership of various youth sports programs in Keizer to facilitate a round table forum for sharing of information and fostering collaboration.

### Next Steps:

<u>Task</u>	<u>Next Steps</u>	<u>Who</u>	<u>% Goal</u>	<u>FY</u>	<u>Update</u>
Initiate round table	♦ City Council initiates Task Force for the purposes identified above.	City Council PW Director City Manager City Recorder	100	2017-19	<del>5/15/17—Work has not begun on this matter yet, though it will be very timely to have this type of discussion if a Parks fee is enacted.</del> 11/26/18 – The Mayor has enacted a task force to open discussions between KLL and MYB regarding ongoing approaches to stabilize youth baseball programs that utilize the Little League Park owned by the City. A number of meetings have been held and will continue to be had until a clear path for the future is negotiated and memorialized.

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Total % of Goal Completed to date

60
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