



MINUTES
KEIZER GENERAL FUND LONG RANGE PLANNING TASK FORCE
Monday, March 9, 2020
Keizer Civic Center, Keizer, Oregon

CALL TO ORDER Mayor Clark called the meeting to order at 6:00 pm. Roll call follows:

ROLL CALL

Present:

Cathy Clark, Mayor
Marlene Parsons, Councilor
Kim Freeman, Councilor
Laura Reid, Councilor
Roland Herrera, Councilor
Dan Kohler, Councilor
Elizabeth Smith Councilor
Don Clark
J. D. Gillis
Jonathan Thompson

Ali Rasouli
Julia Sargent
Kevin Dial

Staff

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

APPROVAL OF MINUTES

A correction was made to the minutes. Kim Freeman moved for approval of the March 11, 2019 Minutes as corrected. J.D. Gillis seconded. Motion passed as follows: Cathy Clark, Parsons, Freeman, Reid, Herrera, Smith, Kohler, Don Clark, Gillis, Thompson, Dial, Smith, Sargent and Rasouli in favor.

DISCUSSION

City Manager Chris Eppley gave an overview of why the Task Force exists and explained that the current financial situation for the city is still limited. Finance Director Tim Wood explained that this meeting is to provide a mid-year update, although nothing is locked in stone and focus will be on just some key areas and goals.

a. Stormwater Long Range Plan

Mr. Wood summarized his staff report noting that a rate increase is not anticipated and fielded questions regarding the cash supply forecast. Public Works Director Bill Lawyer provided additional information regarding video inspections and the Shoreline Drive project.

b. Water Long Range Plan

Mr. Wood summarized his staff report noting that the City's goal is to provide low-cost water that meets all state and federal drinking water regulations and to be cost effective. He pointed out that water cost in Keizer is significantly lower than many comparable cities and explained that the City follows the Water Master Plan and in order to continue doing so a 4% rate increase for capital improvements: waterline replacement projects. He noted that debt will be paid off in the 20-21 year and a water rate study will follow. He concluded stating that the City is maintaining the water quality with the

lowest cost compared to other cities and is on track with the Master Plan. Mr. Lawyer and Mr. Eppley provided additional information and clarification regarding the importance of this service, fire hydrants and the water quality.

c. General Fund Long Range Plan

Mr. Wood explained that this is the chief operating fund for the City and is supported by property tax, fees and intergovernmental revenues so is therefore the most constrained fund and significantly impacted by population growth. He fielded questions and provided details and clarification of various items in his staff report. Mr. Eppley provided additional information regarding diversification strategies for revenue noting that general fund constraints will always be an issue because of Keizer's low tax rate which keeps the City government constrained to provide a minimalist government. He added that the City works constantly to be more efficient and to provide services the community wants to fund. Discussion also took place regarding funding Diversity Training and an interpreter.

Police Services Fee Update: Mr. Wood reviewed the page in his staff report. Chief Teague provided detailed information about the vision of the Police Department and related staffing needs. Task Force requested a one-page summary of benefits realized over the past year from the Police and Parks fees.

d. Parks Long Range Plan

Mr. Wood summarized his staff report noting that parks are substantially supported by the Parks Fee rather than general fund revenues. Bill Lawyer reviewed items accomplished since the implementation of the fee noting that more has been done than originally planned and announced proposed improvements for the coming year. Mr. Eppley shared information regarding the ADA assessment and the Keizer Little League Park.

Mr. Wood indicated that Transient Occupancy Tax has been higher than anticipated and the Community Center has had a banner first two quarters. Recruitment is underway for an additional Community Center employee and money is being reinvested in the Center as well. Mr. Eppley provided additional information.

Regarding Volcano stadium Mr. Wood indicated that the City will lose about \$50,000 in rent if the MLB pulls the Volcanos but this would give the City an opportunity to do something different there.

OTHER BUSINESS

a. Budget Committee Meeting Timelines

Monday, May 11, 6 p.m. – Budget Committee Meeting

Tuesday, May 12, 6 p.m. – Budget Committee Meeting

Thursday, May 14, 6 p.m. – Budget Committee Meeting

b. Monday, March 8, 2021, 6 p.m. – Long Range Planning Task Force

Adjourn

Meeting adjourned at 8:08 p.m.

Minutes approved:
March 9, 2021

Debbie Lockhart, Deputy City Recorder