



**MINUTES**  
**KEIZER CITY COUNCIL**  
**Tuesday, January 17, 2023**  
**Keizer Civic Center, Council Chambers**  
**Keizer, Oregon**

**CALL TO ORDER**

Mayor Clark called the meeting to order at 7:04 pm. Roll call was taken as follows:

**Present:**

Cathy Clark, Mayor  
Laura Reid, Councilor  
Shaney Starr, Councilor  
Kyle Juran, Councilor  
Soraida Cross, Councilor  
Robert Husseman, Councilor  
Daniel Kohler, Councilor  
Youth Councilor Angelica  
Sarmiento Avendano

**Staff:**

Adam Brown, City Manager  
Tim Wood, Assistant City Manager  
Shannon Johnson, City Attorney  
Shane Witham, Planning Director  
Bill Lawyer, Public Works Director  
John Teague, Police Chief  
Machell DePina, Human Resources  
Tracy Davis, City Recorder

**FLAG SALUTE**

Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS OF BUSINESS**

**a. Presentation by  
NLC Service  
Line Warranty  
Program (Zoom)**

*Dennis Lion*, National League of Cities Service Line Program, gave a slide presentation via Zoom regarding the program and fielded questions regarding the type of home to which the service is offered, pricing, renewal increases, the payment process, the cost of restoration of street and sidewalks, and contractors used. Council agreed by consensus to bring this issue back as an agenda item for Council consideration.

**b. Presentation by  
Oregon  
Business  
Recovery  
Center**

*Fatima Falcon*, Oregon Business Recovery Center, and *Kevin O'Malley*, Wilsonville Chamber, shared a slide presentation regarding the Oregon Business Recovery Center programs and fielded questions regarding grants, partnerships, federal program guidelines, and administration.

**COMMITTEE  
REPORTS**

*Lisa Cejka*, Keizer, reported on the most recent Parks Board meeting and fielded questions regarding the Parks Matching Grant program and the Committee Youth Liaison recruitment.

Councilor Kohler thanked Kacey McCallister for his service on the Community Diversity Engagement Committee and appointed Amy Bauer to fill his position. Councilor Husseman announced that he would be appointing LaTonya Gibbs to the committee.

## **PUBLIC COMMENTS**

Mayor Clark acknowledged for the record receipt of a letter from *Dana Petre-Miller* regarding methane gas.

*Cori Falardeau*, Keizer Chamber of Commerce Executive Director, provided an update of recent Chamber activities including details about the giving basket and food box programs. She reminded everyone of the upcoming First Citizen's Banquet and business recovery and business education classes and urged everyone to support the youth who applied for the Dennis Koho Award.

## **PUBLIC HEARINGS**

### **a. RESOLUTION – Exemption of the Brand Name Specification Purchases for Ben Miller Family Park**

*Mayor Clark opened the Public Hearing.*

Public Works Director Bill Lawyer summarized his staff report and fielded questions regarding the fall protection surface and play structures.

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

Councilor Starr moved that the Keizer City Council adopt a Resolution - Exemption of the Brand Name Specification Purchase of Surface America Fall Protection Product from Competitive Bidding and Purchasing Play Structure Materials, Surface America Fall Protection Materials, and Installation Services from Ross Recreational Equipment Co., Inc. for Ben Miller Family Park. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Husseman, Cross, Kohler, Starr and Juran (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

### **b. RESOLUTION – Exemption of Contract for Compensation Analyses From Competitive Bidding and Awarding Contract to Lane Council of Governments**

*Mayor Clark opened the Public Hearing.*

Human Resources Director Machell DePina summarized her staff report and fielded questions regarding Local Government Personnel Services.

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

Councilor Starr moved that the Keizer City Council adopt a Resolution - Exemption of Contract for Compensation Analyses from Competitive Bidding and Awarding Contract to Lane Council of Governments. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Husseman, Cross, Kohler, Starr and Juran (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

## **ADMINISTRATIVE ACTION**

### **a. ORDINANCE – Delegating Authority to**

City Attorney Shannon Johnson summarized his staff report.

Councilor Starr moved that the Keizer City Council adopt a Bill for an Ordinance – Delegating Authority to Public Works Director to Establish Design Standards and Construction Specifications; Repeal of Ordinance No. 93-248 and Ordinance No. 2007-554. Councilor Reid seconded.

**Public Works  
Director to  
Establish  
Design  
Standards and  
Construction  
Specifications**

Motion passed unanimously as follows:

AYES: Clark, Reid, Husseman, Cross, Kohler, Starr and Juran (7)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: None (0)

**CONSENT  
CALENDAR**

- a. Approval of December 12, 2022 Work Session Minutes
- b. Approval of December 19, 2022 Regular Session Minutes
- c. Approval of January 3, 2023 Regular Session Minutes

Councilor Starr moved for approval of the Consent Calendar. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Husseman, Cross, Kohler, Starr and Juran (7)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: None (0)

**OTHER BUSINESS** None

**STAFF UPDATES** Human Resources Director Machell DePina announced that recruitment was underway for a police officer.

**COUNCIL  
MEMBER  
REPORTS**

Councilor Cross listed meetings and events she had attended and expressed anticipation for upcoming ones.

Councilor Juran urged neighbors to attend their neighborhood association meetings and announced cancellation of the Planning Commission meeting.

Councilor Starr reported on meetings and events she had attended.

Councilor Kohler reported on meetings and events he had attended and thanked those who filled in for him at meetings he was unable to attend.

Councilor Husseman announced the upcoming Traffic Safety/Bikeways/ Pedestrian Committee meeting.

Councilor Reid announced McNary finals week and conferences and committee meetings and shared information regarding plans underway for the City's 40<sup>th</sup> Birthday celebration.

Youth Councilor Sarmiento shared information about McNary theatrical and sporting events.

Mayor Clark provided extensive details regarding various meetings and events she had attended, urged everyone to volunteer for the 'Point In Time' program, and announced upcoming meetings and events.

## AGENDA INPUT

February 6, 2023, 7:00 p.m. – City Council Regular Session  
February 13, 2023, 6:00 p.m. – City Council Work Session CANCELLED  
February 21, 2023, 7:00 p.m. (Tuesday) – City Council Regular Session  
February 27, 2023, 6:00 p.m. – City Council Work Session

## ADJOURNMENT

Mayor Clark adjourned the meeting at 8:41 p.m.

MAYOR:

APPROVED:

Cathy Clark

Debbie Lockhart, Deputy City Recorder

## COUNCIL MEMBERS

Councilor #1 – Laura Reid

Councilor #4 – Soraida Cross

Councilor #2 – Shaney Starr

Councilor #5 – Robert Husseman

Councilor #3 – Kyle Juran

Councilor #6 – Daniel R. Kohler

Minutes approved: 02-06-23