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AGENDA
KEIZER CITY COUNCIL
REGULAR SESSION

Monday, May 1, 2023

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. **PROCLAMATION** – Asian American, Native Hawaiians, and Pacific Islanders Heritage Month

b. **PROCLAMATION** – Jewish American Heritage Month

5. **COMMITTEE REPORTS**

6. **PUBLIC COMMENTS**

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. **Community Center Fee Waiver – Keizer Chamber of Commerce/KNOW Percey Event**

b. **RESOLUTION** – Amending City of Keizer City Council Rules of Procedure (Amending Resolution R2022-3269)

- c. City Council Rules of Procedure – Age Requirement Interpretation – Appointment to Volunteer Coordinating Committee
- d. City Council Rules of Procedure – Age Requirements
- e. Leash Ordinance Discussion
- f. RESOLUTION – Authorizing the City Manager to Initiate an Application to the Standard Insurance Company and Paid Leave Oregon for the Purpose of Approval to Offer Paid Leave Benefits through an Equivalent Plan

9. CONSENT CALENDAR

- a. Approval of April 10, 2023 Work Session Minutes
- b. Approval of April 17, 2023 Regular Session Minutes

10. 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.

11. STAFF UPDATES

12. COUNCIL MEMBER REPORTS

13. AGENDA INPUT

May 8, 2023 – 6:00 p.m.
Budget Committee Meeting

May 9, 2023 – 6:00 p.m.
Budget Committee Meeting

May 15, 2023 – 7:00 p.m.
City Council Regular Session

June 5, 2023 – 7:00 p.m.
City Council Regular Session

14. ADJOURNMENT

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



Proclamation

WHEREAS, Asian and Pacific Islander community members have made significant contributions to the culture, economy and heritage of Keizer; and

WHEREAS, Asian and Pacific Islander encompasses all of the Asian continent and Pacific Islands and is comprised of many nations and cultures, each with a unique identify and rich heritage, encompassing approximately 50 ethnic groups speaking over 100 languages; and

WHEREAS, Eastern Asia includes China, Hong Kong, Japan, South Korea, North Korea, Macau, Mongolia, Paracel Islands, and Taiwan. Southeastern Asia includes Brunei, Myanmar (Burma), Cambodia, Indonesia, Laos, Malaysia, Philippines, Singapore, Thailand, and Vietnam. South Central Asia includes Afghanistan, Bangladesh, Bhutan, India, Iran, Kazakhstan, Kyrgyzstan, Maldives, Nepal, Pakistan, Sri Lanka, Tajikistan, Turkmenistan, and Uzbekistan. Western Asia includes Armenia, Azerbaijan, Georgia, Bahrain, Cyprus, Iraq, Israel, Jordan, Kuwait, Lebanon, Oman, Qatar, Saudi Arabia, Syria, Turkey, the United Arab Emirates, and Yemen; and

WHEREAS, the Pacific islands include Melanesia (New Guinea, New Caledonia, Vanuatu, Fiji and the Solomon Islands), Micronesia (Marianas, Guam, Wake Island, Palau, Marshall Islands, Kiribati, Nauru and the Federated States of Micronesia), and Polynesia (New Zealand, Hawaiian Islands, Rotuma, Midway Islands, Samoa, American Samoa, Tonga, Tuvalu, Cook Islands, French Polynesia and Easter Island); and

WHEREAS, the month of May was designated in order to commemorate the immigration of the first Japanese to the United States on May 7, 1843, and to mark the anniversary of the completion of the transcontinental railroad on May 10, 1869, in which the majority of the workers who laid the tracks were Chinese immigrants; and

WHEREAS, the Federal Asian Pacific American Council has declared the theme for the 2023 observance to be "Advancing Leaders Through Opportunity" which inspires us to continue to seek and "provide opportunities through innovation, critical thinking, and strategic leadership that build great communities."

NOW, therefore, I, Cathy Clark, Mayor of the City of Keizer, together with the Keizer City Council assembled in Regular Session, do hereby proclaim May 2023 as

Asian American, Native Hawaiians, and Pacific Islanders Heritage Month

And ask all the people of Keizer to join together in paying tribute to the generations of Asian and Pacific Islanders who have enriched America's history and are instrumental in our future success.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Keizer to be herein affixed this 1st day of May 2023.

MAYOR CATHY CLARK
City of Keizer, Oregon



WHEREAS, Jewish American Heritage Month celebrates the contributions Jewish Americans have made since twenty-three immigrants from Brazil first arrived in New Amsterdam in 1654 in search of better opportunities and made America their new home, finding in it a place where they could openly practice their faith and lead their lives freely without the fear of persecution; and,

WHEREAS, On April 20, 2006, President George W. Bush proclaimed that May would be Jewish American Heritage Month; and,

WHEREAS, despite facing persecution and racism through millennia the Jewish American community did not give up and has come through each time and, if it were not for them considering America their home and dedicating their achievements to this country, American culture, faith, commerce and governance would have missed out on their tremendous and ongoing contributions to our society; and,

WHEREAS, as a religious and cultural minority in the US, the contributions and experiences of Jewish Americans have been omitted from our country's national narrative, largely due to ignorance, antisemitism, and a history of violence against them; and,

WHEREAS, the people of Keizer desire to fully and authentically celebrate and honor the influence and impact of Jewish Americans on our community and American society.

NOW, therefore, I, Cathy Clark, Mayor of the City of Keizer, together with the Keizer City Council assembled in Regular Session, do hereby proclaim May 2023 as

Jewish American Heritage Month

And ask all the people of Keizer to join together in paying honor and respect to Jewish Americans for their tremendous achievements and contributions.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Keizer to be herein affixed this 1st day of May 2023.

*MAYOR CATHY CLARK
City of Keizer, Oregon*



CITY COUNCIL MEETING: MAY 1, 2023

To: Mayor Clark and City Council Members

THRU: Adam J. Brown, City Manager

FROM: Tracy L. Davis, City Recorder

SUBJECT: **COMMUNITY CENTER FEE WAIVER – KEIZER CHAMBER OF COMMERCE/KNOW PERCEY EVENT**

PROPOSED MOTION:

I move the City Council approve the requested waiver of the Community Center rental fee and refundable security deposit but charge for staffing and outside security in the amount of \$850 for the 2023 Keizer Chamber of Commerce/KNOW Percy event.

I. SUMMARY:

Corri Falardeau, Executive Director of the Keizer Chamber of Commerce has requested a waiver of the rental fees for the annual Keizer Network of Women (KNOW) Percy event scheduled for Thursday, May 25, 2023. The letter requesting the fee waiver is attached. The event is open to the public and tickets are available for purchase at \$40.00 per person. The event is a fundraiser to support the KNOW holiday giving basket program. The Chamber of Commerce or KNOW do not profit from any of the funds raised.

The rental rates for the Community Ballroom are \$187.50 per hour (includes 25% discount for Keizer residents and Keizer based 501c non-profit organizations) along with a refundable security deposit of \$1,500. The Chamber has requested access to the ballroom for event preparation on Wednesday, May 24th from Noon to 6:00 p.m. and on the day of the event from 9:00 a.m. to 11:00 p.m. The rental rate for these time periods, including staffing, stage, and media equipment is \$3,950. We anticipate the staffing required to set the ballroom, cover the preparation and event time, and clean/reset the ballroom to be approximately 26 hours or \$650. In addition to the rental fees, outside security personnel will be required during the hours of alcohol service at an additional \$200.

II. BACKGROUND:

A. On April 11, 2023 Corri Falardeau submitted a letter requesting a rental fee waiver

for the 2023 Keizer Chamber of Commerce/KNOW Percey event.

- B. The Keizer City Council has not previously waived fees for this event.
- C. City Resolution R2018-2932 states the City Council may reduce or waive rates, deposits, or other costs for certain uses if, in the Council's sole discretion, the use is a significant benefit to the Keizer community considering such factors as the City's fixed and non-fixed costs, staff resources, wear and tear on the facility, and other factors deemed appropriate by Council.
- D. The Keizer City Council does not have the ability to waive any required insurance, alcohol, or catering requirements as outlined in the facility use agreement.

III. **CURRENT SITUATION:**

- A. The dates requested have been secured as requested by the Keizer Chamber of Commerce.
- B. The Keizer Chamber of Commerce has advertised the location for this event to be the Keizer Community Center.

IV. **ANALYSIS:**

- A. **Strategic Impact** – This event is a significant benefit to the Keizer Community.
- B. **Financial** – The financial impact of this request is a reduction in rental income for the Community Center.
- C. **Timing** – Approval of this request will allow the Keizer Chamber of Commerce to move forward with organization of this event.
- D. **Policy/legal** – The City Council has the sole authority to grant fee waivers for use of the Community Center.

ALTERNATIVES:

- A. Approve a waiver of the Community Center rental fee of \$3,950 and refundable security deposit of \$1500 but charge for staffing and outside security costs (total of \$850)
- B. Approve the waiver of the Community Center rental fee of \$3,950, refundable security deposit of \$1500, staffing costs of \$650, and security personnel costs of \$200. No fees would be paid under this alternative.
- C. Deny the request for a waiver of any of the Community Center fees associated with this event.

RECOMMENDATION:

Staff recommends the City Council approve a waiver of the Community Center rental fee and refundable security deposit but charge for staffing and outside security in the amount of \$850 for the 2023 Keizer Chamber of Commerce/KNOW Percey event.

ATTACHMENTS:

- Resolution 2018-2932 – Adopting Use Policies and Rates for the Keizer Community Center Rooms
- Keizer Chamber of Commerce Letter of Request for Fee Waiver

James Hutches, President
Jane Lowery, President Elect
Jaci Smith, Secretary
Jonathan Thompson, Treasurer
Bob Shackelford, Past President



Directors:
Claire Juran, Mike Adams,
Leslie Risewick, Markey Toomes,
Jeremey Turner, Dave Walery,
Darrell Fuller, Kalynn Wright

4/11/2023

To Mayor Cathy Clark, Council President Starr, City Councilors, and City Staff,

For many years, the Keizer Network of Women have held a Ladies Auction called Percey. This year the event will be May 25th, 2023 from 5:30-10pm. At this auction a committee of KNOW members put together a silent auction and live auction of many wonderful items including high end handbags. The live auction of high-end handbags is what kicked this event off years ago to assist in raising funds to support the KNOW Holiday Giving Basket program. Over the years partnered with hard work of many amazing ladies Percey has grown into something so amazing!

We love to use the Keizer Civic center because the space it offers. It means we get to bring in as many ladies we can fit and as many silent auction items as we can get! KNOW has turned Percey into a way we can use to offer love, thankfulness, and support to the ladies who work, teach, or volunteer in the Keizer schools.

We are asking for a waiver of all rental fees. The funds raised with this event go to cover the Holiday Giving Basket Program that happens in December. KNOW does not profit off any funds raised. Thank you so much for your consideration. We look forward to your decision.

Corri Falardeau	Claire Juran	Kalynn Wright
Executive Director	Chair of KNOW	Chair of Percey
Keizer Chamber	Chamber Board	Chamber Board



CITY COUNCIL MEETING: MAY 1, 2023

To: Mayor Clark and City Council Members

FROM: Adam Brown, City Manager

SUBJECT: **COUNCIL LIAISON MEANS OF ATTENDANCE**

PROPOSED MOTION:

I move that the Council adopt Resolution R2023-_____ Amending City of Keizer City Council Rules of Procedure (Amending Resolution R2022-3269).

I. SUMMARY:

Staff presented the current requirements for attendance by Council liaison's to committees as specified in the council rules on April 17, 2023 as requested by three council members. Council members directed staff to prepare an amendment to the council policy to require council members to attend liaison assignments to committees in-person. Staff has prepared a resolution for consideration to revise the council rules.

II. BACKGROUND:

- A. Three council members asked to discuss the council rules regarding in-person committee liaison attendance requirements. A review of the current council rules is provided below.
- B. Section 2.1 of the Council Rules states that "Pursuant to state law, in any public meeting of the Council or any other public body, telephonic or other virtual access and attendance shall be provided to the extent reasonably possible.
- C. Section 3.10 (Attendance Duty) reads, specifically addresses Council Meetings.
 - 1. "It is the duty of each member of the City Council to attend all meetings of the Council. The Charter provides in Section 7.8 that a Council office will be deemed vacant upon their absence from meetings of the Council for 60 days without like consent." It further reads "Telephonic, video, or internet ("electronic") attendance does not ensure that all comments, testimony, discussion, staff information, and deliberations are available fully and

Council Liaison Means of Attendance

May 1, 2023

equally. Therefore unless allowed as set forth in these rules, methods of attendance other than personal onsite attendance shall not be considered “in attendance” and a Council member may not vote unless physically present at the meeting.”

2. There is an exception provided under 3.10 that reads “...this provision is waived if two-thirds of the Council members present deem it important that a council member appear electronically. A quorum must be physically present. A motion to suspend the rules is not required.”
3. It is clear from the council rules that attendance for council meetings is intended to be in person and virtual attendance is only done under exceptional circumstances.

D. City Committees, Boards, and Commission Liaisons

1. Section 18.2 of the Council Rules (City Committees/Council Member Liaisons) says that council members assigned as liaisons to committees, boards, commissions, and task forces shall generally provide avenues of communication between their committee and the City Council and that they shall update the Council on the general status of such committee.
2. Virtual or in-person attendance is not addressed under this part of the council rules.

E. Section 18.14, (Electronic Meetings Limited)

1. This section reads “Except as stated below, no Board, Commission, Committee, Work Group, Task Force or other Council-created group may meet electronically, except if the meeting is scheduled for a time when a federal, state, or local emergency declaration affecting all or a part of the City is in effect. At the chair’s discretion and without objection from the committee, committees may hold a meeting partially or totally electronically upon a showing of a particular need.”
2. This section could be interpreted several ways, but it is certainly not clear that it would apply to the attendance of a liaison who would like to participate virtually in the meeting.

III. **CURRENT SITUATION:**

- A. This decision and policy direction are at the discretion and pleasure of the City Council. At the Council’s meeting on April 17, 2023, staff was directed to prepare amendments to the council rules to require city council members, who are

assigned to be liaisons to committees, boards, and commissions to attend in-person and not by conference call or telephonic means.

IV. **ANALYSIS:**

- A. **Strategic Impact** – No strategic impact.
- B. **Financial** – No financial impact.
- C. **Timing** – There is not a pressing time constraint.
- D. **Policy/legal** – This is a policy decision of the City Council. The current policy allows for a substitute council member to attend meetings in proxy for a council member who cannot make a meeting. Council members regularly substitute for each other upon request.

V. **ALTERNATIVES:**

- A. Adopt the attached Resolution requiring council liaisons to committees, boards, and commissions to attend committees in person.
- B. Take No Action – The council rules do not currently require in-person attendance for council liaison positions. Council members have participated in meetings by phone for committees, boards, and commissions without issue.

VI. **RECOMMENDATION:**

Staff is willing to follow the policy-decision of the council and will adjust accordingly.

Attachment

- Resolution R2023-_____ Amending City of Keizer City Council Rules of Procedure (Amending Resolution R2022-3269)

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2023-_____

AMENDING CITY OF KEIZER CITY COUNCIL RULES OF
PROCEDURE (AMENDING RESOLUTION R2022-3269)

WHEREAS, the City Council of the City of Keizer adopted the City of Keizer's
City Council Rules of Procedures on April 4, 2022;

WHEREAS, the City Council finds it appropriate and necessary to amend Section
18.12 (City Committees/Council Member Liaisons);

NOW, THEREFORE,

BE IT RESOLVED by the City Council of the City of Keizer that Resolution
R2022-3269 (City Council Rules of Procedures Section 18.12) is hereby amended as
follows:

18.12 City Committees/Council Member Liaisons – Council member
liaison positions on City committees, boards, commissions, and task
forces are non-voting. Council member liaisons shall generally provide
avenues of communication between their committee and the Council
and shall update the Council on the general status of such committee.
Generally speaking, Council members in liaison positions should refrain
from expressing opinion on specific policy issues under consideration
by the committee unless it is to relay known City Council positions on a
particular matter. **Council member liaisons are required to attend in-
person unless all members are meeting electronically as provided in
Section 18.14.** This subsection only applies to liaison positions and
does not apply to Councilors appointed as voting members.

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

3 PASSED this _____ day of _____, 2023.

4

5 SIGNED this _____ day of _____, 2023.

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Mayor

City Recorder



CITY COUNCIL MEETING: MAY 1, 2023

To: Mayor Clark and City Council Members

THRU: Adam J. Brown, City Manager

FROM: E. Shannon Johnson, City Attorney

SUBJECT: **COUNCIL RULES OF PROCEDURE – AGE REQUIREMENT
INTERPRETATION – APPOINTMENT TO VOLUNTEER COORDINATING
COMMITTEE**

PROPOSED MOTION:

I move that the Council interprets the current Council Rules of Procedure to allow committee members to be less than 18 years of age.

I. SUMMARY:

The Mayor requested an interpretation regarding age requirements for committee members. The matter is before City Council for interpretation of the Council Rules of Procedure (Rules) on that issue. The question is whether there is a minimum age requirement under the current Rules for Volunteer Coordinating members or any committee members.

II. BACKGROUND:

- A. This matter was raised at the April 17, 2023 Council meeting when Councilor Husseman appointed Emerson Carella to the Volunteer Coordinating Committee (VCC). Mr. Carella is 17 years of age.
- B. The Mayor requested at that meeting that I give direction on whether such an appointment is allowed. I indicated that I would need to review the Rules to provide guidance on that issue.

III. **CURRENT SITUATION:**

- A. There is no specific minimum age for committee members listed in the Council Rules of Procedure.
- B. Council rules provide that a Councilor makes the appointment without Council approval.
- C. Councilor Husseman appointed Emerson Carella. Under Council Rules and the VCC Resolution, the appointment is made directly by the Councilor and is not subject to Council approval. City Council needs to interpret the current rules to determine if that appointment is effective. As City Attorney, I can advise the Council, but the Council interprets its own Rules.
- D. City Council Rules of Procedure provide for Youth Councilors and Youth Liaisons. See relevant sections below:

18.9 Youth Councilor – Each school year one Youth Councilor may be appointed as a non-voting member of the Council. The Youth Councilor shall not attend executive sessions. To receive this appointment, the candidates must be Keizer residents who are either attending high school or registered home schooled students. The appointments shall be by majority vote of the Council members present, following recommendations from the Volunteer Coordinating Committee. The Youth Councilor may be assigned roles and positions by Council.

18.10 Youth Liaison – Each school year one Youth Liaison may be appointed as a non-voting member to any City Board, Committee, or Commission. To receive this appointment the candidate must be either attending high school or a registered home schooled student. The appointment shall be by majority vote of the Council members present, following a recommendation from the Volunteer Coordinating Committee.

- E. Since the Youth Liaison position was specifically created, one could infer that regular voting members could not be youths. An interpretation based on this inference would be defensible.
- F. However, due to the fact that there is no minimum age requirement for committee members in the Rules, I would advise that Councilor Husseman's appointment would stand.
- G. There is an agenda item for tonight's meeting to consider an amendment to the Rules on this issue. However, any decision on that question would not effect this interpretation issue.

IV. ANALYSIS:

- A. **Strategic Impact** – None.
- B. **Financial** – None.
- C. **Timing** – This interpretation should be made soon due to the timing of the next VCC meeting.
- D. **Policy/legal** – See above.

V. ALTERNATIVES:

- A. Adopt a motion that interprets the current rule to allow committee members to be under 18 years of age.
- B. Adopt a motion that interprets the current rule to prohibit committee members under 18 years of age.

VI. RECOMMENDATION:

I recommend that Council adopt a motion interpreting the current rules to allow a committee member to be under 18 years of age. Such an interpretation would not prevent Council from amending the rule for future appointments. If Council interprets the rule to allow this appointment and then amends the rule to prohibit members under 18 years of age, that would not affect Council Husseman's appointment since it would be valid at the time of appointment.

Please let me know if you have any questions. Thank you.

ATTACHMENTS:

- None



CITY COUNCIL MEETING: MAY 1, 2023

To: Mayor Clark and City Council Members

THRU: Adam J. Brown, City Manager

FROM: E. Shannon Johnson, City Attorney

SUBJECT: **COUNCIL RULES OF PROCEDURE – AGE REQUIREMENTS**

PROPOSED MOTION:

I move that Council direct staff to prepare an amendment to the Council Rules of Procedure as follows: [Council direction inserted here.]

I. SUMMARY:

This matter is before the Council for consideration of age requirements for committee members in the Council Rules of Procedure (Rules).

II. BACKGROUND:

- A. The current Rules do not have any minimum age requirements for committee members.
- B. Council President Starr and Councilors Juran and Cross requested this item be placed on the agenda.
- C. The Council has authority to adopt and amend the Rules as they see fit.

III. CURRENT SITUATION:

- A. The current Rules provide for an appointment of a Youth Councilor to serve as a non-voting member of the City Council.
- B. The current Rules also provide for an appointment of Youth Liaisons to the City committees.

Council Rules of Procedure – Age Requirements

May 1, 2023

- C. There is no age requirement for committee members. By state law, Budget Committee members must be electors. Since electors must be 18 years of age, there is an indirect age requirement for Budget Committee members.
- D. Lake Oswego allows two voting youths on some committees. Ashland allows one voting high school student on committees. Medford has no age limit for committee members. Salem also has no age limit, except for committees that make quasi-judicial decisions, like the Planning Commission.

IV. ANALYSIS:

- A. **Strategic Impact** – None
- B. **Financial** – None
- C. **Timing** – There is no particular timing issues. There are no vacant committee positions currently.
- D. **Policy/legal** – The question of committee members' age requirement is a policy question for Council.

V. ALTERNATIVES:

- A. No age restriction.
- B. Require all committee members to be at least 18 years of age on the date of appointment.
- C. Allow one or two members on a committee to be 16-18 years of age on the date of appointment.
- D. Council could also consider whether to apply the policy to all or only some committees.
- E. The alternatives above are not exclusive; Council may wish to consider other options.

VI. RECOMMENDATION:

Staff has no particular recommendation on this issue other than clarification on this issue is appropriate. Council should discuss the matter and direct staff to come back with an amendment as determined by Council. Please let me know if you have any questions. Thank you.

Council Rules of Procedure – Age Requirements

May 1, 2023

ATTACHMENTS:

- None



CITY COUNCIL MEETING: MAY 1, 2023

To: Mayor Clark and City Council Members

FROM: Adam Brown, City Manager

SUBJECT: **LEASH ORDINANCE DISCUSSION**

PROPOSED MOTION:

I move that the Council direct staff to prepare an ordinance requiring dogs to be on leash at all times in which they are not on their own property and behind a physical or wireless fence or when they are at city approved dog parks.

I. SUMMARY:

The City Council discussed dogs off leash multiple times in the latter half of 2022 that culminated in a City Council work session in November 2022. Several presenters educated the public on best practices for responsible dog ownership. The council had some discussion as to whether a leash ordinance should be enacted in the City of Keizer.

II. BACKGROUND:

- A. The City Council held a work session on November 28, 2022 to discuss responsible dog ownership after staff and council members had received many reports of dogs off leash.
- B. The only restriction Keizer has on dogs is that they must be on leash while in parks unless they are in a dog park. This means that you can walk a dog to a park or from a park off leash as long as the dog is on leash at the park.
- C. During the meeting the council said they would like to see what other communities do. Staff researched a sample of cities to see what others require. Attachment A shows the list of communities sampled. We also looked to see if there were Animal Control Officers or an Animal Shelter.

III. CURRENT SITUATION:

- A. Most communities in the sample, require dogs on leash at all times when not on

their own property fenced in unless they are at a municipally owned dog park. Only the City of Salem had a similar ordinance to Keizer where dogs were only restricted in parks.

- B. The challenges we have had with dogs off leash have been isolated and infrequent. If a leash ordinance was enacted, police would not be proactively searching for dogs off leash, but would more likely react to citizen complaints and life safety. This provides a tool for law enforcement to enforce responsible dog ownership when necessary.
- C. Staff recommends that dogs should be kept on leash at all times unless they are on their own property behind a physical or wireless fence or in a city dog park.

IV. **ANALYSIS:**

- A. **Strategic Impact** – No strategic impact.
- B. **Financial** – There is no financial impact.
- C. **Timing** – There is no time constraints by which the Council must make a decision.
- D. **Policy/legal** – Only the council can enact a leash law by ordinance.

V. **ALTERNATIVES:**

- A. Direct staff to draft an ordinance requiring all dogs to be on leash at all times in which they are not on their own property and behind a physical or wireless fence or when they are at city approved dog parks.
- B. Take No Action – Without action, dog owners will be allowed to have dogs off leash throughout the city, except when at parks.

VI. **RECOMMENDATION:**

The City Manager recommends that the Council direct staff to draft an ordinance requiring all dogs to be on leash at all times in which they are not on their own property and behind a physical or wireless fence or when they are at city approved dog parks.

Attachment

Local Government Sampling of Leash Laws

City	Population	Leash Law	Must be Restrained			Link
			on Leash	ACO	Shelter	
Albany	57,322	<p>6.04.020 Dog at large. When any dog is found running at large in the City or when a dog is a public nuisance as described under AMC 6.04.170, a police officer or dog control officer shall impound it or cite the owner or keeper into court or may do both. It shall be unlawful for a dog to run at large or be permitted to run at large. "At large" shall mean off the premises of the owner or the person having the control, custody, or possession of the dog, while the dog is not under complete control of the owner or such person by a leash or chain not exceeding 10 feet in length,</p> <p>A dog is a nuisance and may be impounded, and its owner or custodian fined as provided in this Chapter, if it: (b)cBe on property not owned by the owner or custodian of said dog unless the dog is restrained by a leash not longer than eight feet, except with the prior consent of the recreation division of the field services department, dogs may participate in off-leash organized activities in the City parks;</p>	Yes	Yes	No	Click Here
Grants Pass	39,993	<p>(1) No owner or custodian of a dog shall permit the dog to run loose or be at large. "Loose" or "at large" shall mean off the premises of the owner or the person having the control, custody, or possession of the dog, while the dog is not under complete control of the owner or such person by a leash or chain not exceeding 10 feet in length, but the use of such leash or chain shall not be required when said dog is in a motor vehicle.</p>	Yes	No	No	Click Here
Monmouth	11,583	<p>Dog at large means any dog which is:</p> <ol style="list-style-type: none"> 1. On private property without the permission of the owner or person entitled to possession of the property and is not in a kennel, restrained by a physical control device or under the control of a capable person by adequate leash; or 2. On public property and not in a kennel, restrained by a physical control device or under the control of a capable person by adequate leash. 	Yes	No	No	Click Here
Roseberg	23,804		Yes	No	No	Click Here

		<p>The term "running at large" means any dog shall be considered running at large when:</p> <ul style="list-style-type: none"> a. It is off or outside of the premises belonging to the keeper of such dog; b. It is outside of the premises belonging to the keeper of such dog; c. It is not in the company of and under the control of the keeper by a leash. <p>In the case of a dangerous dog, the term "running at large" also includes a dog that is unconfined.</p>						
Independence Salem	10,170 179,642	Like ours, it only addresses dogs in parks.	Yes Only in Parks	No No	No, but, they have an onsite temporary kennel No	Click Here Click Here		
		<p>Except as expressly provided herein, it is unlawful to permit or allow a dog to be off leash or at large on or in any public street, park or other public property within the City of Wilsonville. Dogs may be allowed off leash in the following circumstances only:</p> <ul style="list-style-type: none"> (a) Within a posted off leash area, as long as under the direction and control of their owner or another person in control of the dog, so long as the dog is not known to be a dangerous or vicious dog. (b) Working dogs, including but not limited to guide dogs and service dogs recognized as such by State law, so long as the dog is wearing a locating device and is within the near vicinity of the person in control of the dog. 						
Wilsonville	25,519		Yes	No	No	Click Here		
Woodburn	26,054	<div style="border: 1px solid black; padding: 5px;"> <p>(a) A dog shall be on a leash not more than (8) feet in length, or confined in a vehicle at all times, except dogs in off-leash dog areas designated by the City Administrator or the City Administrator's designee.</p> </div>	Yes	No	No	Click Here		



CITY COUNCIL MEETING: MAY 1, 2023

To: Mayor Clark and City Council Members

THRU: Adam J. Brown, City Manager

FROM: Machell DePina, Human Resources Director

SUBJECT: **OREGON PAID FAMILY AND MEDICAL LEAVE (PFML) INSURANCE**

PROPOSED MOTION:

"I move the City Council adopt Resolution R2023-_____ authorizing the City Manager to initiate an application to The Standard Insurance Company and Paid Leave Oregon for the purpose of approval to offer paid leave benefits through an equivalent plan."

I. SUMMARY:

The City requests the City Council's support in submitting an application to the Oregon Employment Department, Paid Leave Oregon program to utilize one of our current vendors, The Standard Insurance Company, as an Equivalent Plan for the provision of Paid Leave Oregon (PLO) benefits to City employees. Based on the information currently available, we believe it would be in the best interests of both the City and our employees to take this course of action for the initial phases of PLO implementation.

II. BACKGROUND:

- A. The Oregon Paid Family Medical Leave Act (OPFMLA) was adopted in 2019 with implementation beginning on January 1, 2023. This law requires most employers, including the City, to implement a program to provide paid leave for medical/family reasons. Actual leave requests are accepted beginning on September 3, 2023. The implementation is through the Oregon Employment Department via a new program called Paid Leave Oregon (PLO).
- B. Paid leave through this program will run concurrently with Oregon Family Leave Act (OFLA) and Family and Medical Leave Act (FMLA) leave. In other words, this is not additional time off but provides payment for leave already available through those programs. In short, currently employees are required to use their accrued

sick leave and other accrued leave when on approved OFLA/FMLA leave. With this new program, it appears that a percentage of the approved OFLA/FMLA leave will be paid through PLO supplemented by existing leave accruals to cover full wages however we are still waiting on implementation details from the State. Employees receiving workers' compensation or unemployment insurance benefits will not be eligible to be paid under this program.

- C. On August 19, 2022, City employees were notified by Finance Director Tim Wood of the Paid Leave Oregon tax that would be on paystubs beginning January 1, 2023. The tax was identified as a 1.0% split, similar to Medicare with the employee responsible for 0.6% and the employer for 0.4%.
- D. While it is expected most employers will choose to utilize PLO for implementation, the program allows for employers to run their own plan (self-insured) or to utilize a state approved third party insurance carrier (fully insured). During the months of May through November 2022, we surveyed other cities, counties and districts to find out how they were planning to implement PLO. Responses came in listing all three approaches as being considered or planned. In many cases, regardless of the direction planned, it was anticipated or already in progress that additional staff would be hired to help manage the program.

III. CURRENT SITUATION:

- A. Employers are required to submit an application to the state by the end of May if they are choosing to use an Equivalent Plan rather than allowing the program to run through the Oregon Employment Department. Such application includes a \$250 application fee.
- B. We have confirmed a City insurance provider, The Standard Insurance Company, was the first entity approved by the state as an Equivalent Plan provider. They were recommended by our benefit advisors following review of other vendor plans and rates and they are interested in managing our PLO program. We currently use The Standard for our Long-Term Disability and Term Life Insurance for City employees and find them to be knowledgeable and to provide good customer service. They are in the business of processing claims and are experienced at doing so whereas the State is building their program from the ground up.
- C. The initial cost of the PLO program managed through The Standard is higher than the cost through the State at 1.15%. The employee would still be responsible for 0.6% and the City would cover the remaining .55%. A significant benefit for the first year is The Standard does not require collection of fees until the benefits are actually available. We have been collecting from employees and setting aside City

funds since January of 2023 given we had not yet determined whether we would use the State program or a third party. Upon finalizing the application with The Standard, we would be able to reimburse those previously collected funds and not start collections again until September. In addition, we would have a rate guarantee through December 31, 2024. It is unknown whether the cost of the State program would be lower than The Standard for the 2024-25 benefit year and beyond. We have learned that in the State of Washington, the cost of the similar program increased significantly in the 2nd year of implementation.

- D. Employers have the option to change program approaches on an annual basis. Therefore, should the City determine it would be better to allow the State to run our program instead, we would have the ability to shift with advance notice to employees and termination of our application with the prior vendor.

IV. **ANALYSIS:**

- A. **Strategic Impact** – Does not apply.

- B. **Financial** – The financial impact is:

	Equivalent Plan Fiscal Year		State Plan Fiscal Year	
	2022-23	2023-24	2022-23	2023-24
Employee	\$ -	\$ 49,700	\$ 28,700	\$ 59,600
Employer	-	45,500	19,100	39,800
Total	<u>\$ -</u>	<u>\$ 95,200</u>	<u>\$ 47,800</u>	<u>\$ 99,400</u>
Equivalent Plan Savings				
Employee	\$ 28,700	\$ 9,900		
Employer	19,100	(5,700)		
Total	<u>\$ 47,800</u>	<u>\$ 4,200</u>		

- C. **Timing** – It is critical that approval be provided immediately to meet the State's end of month deadline.
- D. **Policy/legal** – Council approval is required for this request given that state requires the City to implement this program.

V. **ALTERNATIVES:**

- A. Adopt the attached Resolution authorizing the City manager to initiate an application to The Standard Insurance Company and Paid Leave Oregon for the purpose of approval to offer paid leave benefits through an equivalent plan.

- B. The Council may choose not to support offering paid leave benefits through an equivalent plan and direct the City to utilize the State plan.

VI. RECOMMENDATION:

Staff recommends that the City Council adopt Resolution 2023-_____ authorizing the City Manager to initiate an application to The Standard Insurance Company and Paid Leave Oregon for the purpose of approval to offer paid leave benefits through an equivalent plan.

ATTACHMENTS:

- Resolution R2023-___ Authorizing the City Manager to Initiate an Application to The Standard Insurance Company and Paid Leave Oregon for the Purpose of Approval to Offer Paid Leave Benefits Through an Equivalent Plan

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2023-_____

AUTHORIZING THE CITY MANAGER TO INITIATE AN APPLICATION TO THE STANDARD INSURANCE COMPANY AND PAID LEAVE OREGON FOR THE PURPOSE OF APPROVAL TO OFFER PAID LEAVE BENEFITS THROUGH AN EQUIVALENT PLAN

WHEREAS, the Oregon Paid Medical Leave Act went into effect on January 1, 2023;

WHEREAS, the law requires employers in Oregon to have a paid leave program in place with either the state, self-insurance or an approved equivalent plan provider;

WHEREAS, the City Council has determined that an equivalent plan provider is more advantageous to the City than the state;

WHEREAS, the City Council has determined that The Standard Insurance Company has completed the requirements to be allowed as an equivalent plan provider for the Oregon Paid Medical Leave program and desires to have the Standard Insurance Company administer the program on behalf of the City;

NOW, THEREFORE,

BE IT RESOLVED by the City Council of the City of Keizer that the City Manager is authorized to initiate an application to The Standard Insurance Company and Paid Leave Oregon for the purpose of approval to offer paid leave benefits through an equivalent plan.

1 BE IT FURTHER RESOLVED by the City Council of the City of Keizer that the
 2 City Manager is authorized to take further action as needed to implement the Oregon
 3 Paid Family Medical Leave Act program.

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

6 PASSED this _____ day of _____, 2023.

7
 8 SIGNED this _____ day of _____, 2023.

9

10

11

12

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14

15

 Mayor

 City Recorder



MINUTES
KEIZER CITY COUNCIL WORK SESSION
Monday, April 10, 2023
Keizer Civic Center
Keizer, Oregon

**CALL TO
ORDER**

Mayor Clark called the meeting to order at 6:03 pm. Roll call was taken as follows:

Present:

Cathy Clark, Mayor
Laura Reid, Councilor
Robert Husseman, Councilor
Soraida Cross, Councilor
Dan Kohler, Councilor
Kyle Juran, Councilor

Absent:

Shaney Starr, Councilor

Staff:

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

DISCUSSION

**a. City
Council
Short
Term and
Long Term
Goals for
2023-2024**

City Manager Adam Brown gave a slide presentation focusing on the current goals and work plan, staff recommendations, and revised long and short term goals.

Revised Long-Term Goals included sidewalk gap and repair programs, Transportation System Plan update which would be tied to the grant funding cycle, UBG evolution, River Cherry Overlay District redevelopment incentives or financing opportunities, implementation of the Climate Friendly Equitable Communities Rules if they stand, and an overhaul of the City website including making it more mobile friendly.

Revised Short-Term Goals (led by staff) included discussion of next steps toward UBG expansion, procurement simplification, a citywide camera system (parks, city exits and body cameras) artificial turf project(s), codification, implementation of agenda management system, Human Resource Information System, development of a Social Media Policy, adoption of changes to the Emergency Operations Plan, adapting Community Center Policies and Practices to fund optimally, and integration of the Strategic Plan into the next Budget process.

Revised Work Plan included completion of the Strategic Planning process, and continue work related to community diversity engagement, volunteer committee training, housing disparity and barriers to home ownership in Keizer, the 40th birthday party and hiring of a new City Attorney.

- b. Bi-Annual Review of Citizen Committees, Boards and Commissions** Public Works Director Bill Lawyer noted that the Stormwater Advisory Committee might be able to be dissolved but staff wishes to see the criteria for the Phase II Permit first. It is hoped that the committee can be disbanded next year.
- Mayor Clark noted that other than the possible change in the Stormwater Advisory Committee, all other committees will remain in effect as listed in the packet staff report.

ADJOURN Mayor Clark adjourned the meeting at 7:20 p.m.

MAYOR:

APPROVED:

Cathy Clark

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Laura Reid

Councilor #4 – Soraida Cross

~ Absent ~

Councilor #2 – Shaney Starr

Councilor #5 – Robert Husseman

Councilor #3 – Kyle Juran

Councilor #6 – Daniel R. Kohler

Minutes approved:_____



MINUTES
KEIZER CITY COUNCIL
Monday, April 17, 2023
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER

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

Present:

Cathy Clark, Mayor
Laura Reid, Councilor
Shaney Starr, Councilor
Kyle Juran, Councilor
Daniel Kohler, Councilor
Soraida Cross, Councilor
Robert Husseman, 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. If I Were Mayor
Contest
Recognition**

Mayor Clark explained that this contest is held annually with elementary school children submitting posters, middle school students submitting essays and high school students submitting videos. She noted that Councilor Reid is a teacher and McNary and her students received awards for the videos that were going to be shown. The following students were recognized and given Certificates of Award: Gwendolyn LeDuc, Courtney Brown, Sophia Walden, Jackson Alt, Aiden Wilson and Hailey Schwinof. Videos were shown from Hudson Brunk, one of the top three award winners, and the team of Victor Ceja, Cesar Rodriguez-Delgado and Elia Garnica Romero, whose video was advanced to the state competition.

**COMMITTEE
REPORTS**

**a. Committee
Appointments**

Councilor Hussman announced his appointment of Emerson Carella to the Volunteer Coordinating Committee. Mayor Clark questioned if a person under 18 could serve on a committee. City Attorney Shannon Johnson responded that he would check into this.

Matt Lawyer reported that the Planning Commission had reviewed and approved for recommendation to Council several minor updates to the Code. He praised youth committee liaison Sandhu Amanpreet for her

engagement with the Commission and Councilor Juran for his informative Council Liaison reports.

Clay Rushton reported that the Parks Advisory Board had approved a matching grant request from West Keizer Neighborhood Association for erosion control planting at Willamette Manor Park. He reported that Bob Shackelford with MAK (Men of Action in Keizer) had helped staff remove the tagging at Bob Newton Park, and he gave each Councilor a Pickle Ball Paddle in commemoration of National Pickle Ball month adding that courts are coming soon to Keizer Rapids Park.

PUBLIC COMMENTS

Mayor Clark acknowledged for the record written comments received from *Laura Davis* regarding loud cars, and *Jonathan Thompson, Kim Allen, Tony Schacher* and *Wendy Valiz* regarding the Right of Way Ordinance.

Barbara Miner, President of the Board of Directors of the Keizer Community Library, shared information about increased library usage, programs offered, and technological improvements at the library and noted that the semi-annual book sale would be May 19-20.

Joe VanMeter, President of the Salem Electric Board of Directors, spoke in opposition to the Right of Way Ordinance on the agenda and suggested that the City consider doing separate ordinances or, if this ordinance is passed, to enter into separate franchise agreements.

J.B. Phillips, Engineering Manager at Salem Electric, echoed the testimony of Mr. VanMeter including the suggestion of entering into a separate franchise agreement.

PUBLIC HEARING **a. Keizer Station** **Area D Master** **Plan** **Amendment**

Mayor Clark opened the Public Hearing.

City Attorney Shannon Johnson read into the record the official statement for a quasi-judicial hearing. There was no objection to waiving the reading of the criteria and Council declared no ex parte contacts, bias, or conflict of interest.

Planning Director Shane Witham summarized his staff report and explained that the maps show footprints and general layout and that Council does not approve the tenants. He reviewed the criteria for the master plan and then fielded questions regarding sidewalks, bike paths, storm water mitigation and the traffic study.

Chris Lundberg, attorney for the Siletz Tribe, provided a brief background on the project and explained that he had no objections to the conditions added by the City.

Delores Pigsley, Chair of the Siletz Tribe, urged Council approval of the application noting that the project would benefit the community and provide jobs for people in the area.

Mark Langley, representing the confederated tribes of Grand Ronde, voiced support for this project noting that it would create jobs for the tribes and the community.

Alan Roodhouse, voiced support for this project and shared information about the anticipated timeline and tenants. He noted that the traffic generated by the anticipated tenants will be less than originally planned and will therefore level out the impact of Chick Fil-A and In-and-Out.

Discussion then took place regarding how to get bike/ped traffic from this development to the Keizer Little League fields and extending the MLK walkway path. Councilor Starr indicated that she supported the development but was skeptical of the traffic study. It was suggested that Council begin talks with the railroad, Oregon Department of Transportation and anyone else who deals with traffic issues.

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

Councilor Starr moved that the Keizer City Council direct staff to prepare an order adopting the proposed Area D Master Plan Amendment Approval with conditions. 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 – Adopting Right of Way Utility Regulations

City Attorney Shannon Johnson summarized his staff report.

Discussion took place regarding exploring other sources of revenue, concern over citizens having to pay more, evolution of businesses, impact on all utility companies and their customers, flexibility in technology, managing property belonging to the people of Keizer to get the essential services for effective, efficient and predictable business management, upkeep and stewardship with respect to right-of-ways, and City liability.

Councilor Reid moved that Keizer City Council adopt a Bill for an Ordinance Adopting Right of Way Utility Regulations. Councilor Husseman seconded. Motion failed as follows:

AYES: Clark, Reid and Husseman (3)

NAYS: Kohler, Starr, Juran and Cross (4)

ABSTENTIONS: None (0)

ABSENT: None (0)

RESOLUTION – Establishing Fees for Ordinance Adopting Right of Way Utility Regulations

Because the Ordinance did not pass, there was no need to adopt the Resolution. Discussion took place regarding revisiting this in the future, exploring the revenue issue in more detail and franchise agreements.

**b. City Council
Liaison Means
of Attendance**

City Manager Adam Brown summarized his staff report. Discussion followed regarding the perceived lack of participation when a person attends via phone rather than in person, amending the Council rules to require in-person attendance by Council liaisons, liaison attendance in person being a barrier to Council service and the ineffectiveness of a substitute Councilor attending a meeting in person rather than the regular liaison who is familiar with the committee attending via phone.

Councilor Starr moved that the Keizer City Council direct staff to bring back an amendment to the Council Rules requiring that Council Liaisons to committees, boards and commissions attend meetings in person. Councilor Cross seconded.

Mayor Clark offered a friendly amendment taking out the word 'requiring' and adding something to the effect that it is preferred but people can attend virtually under certain circumstances after checking with chair and Council. Councilor Starr did not accept the amendment.

Mayor Clark noted that she could not support this motion without flexibility being part of it.

Mayor Clark moved to amend the motion to change 'requiring' to 'preferring'. Councilor Reid seconded. Motion failed as follows:

AYES: Clark, Reid and Husseman (3)

NAYS: Kohler, Starr, Juran and Cross (4)

ABSTENTIONS: None (0)

ABSENT: None (0)

Vote on main motion (not amended). Motion passed as follows:

AYES: Kohler, Starr, Juran and Cross (4)

NAYS: Clark, Reid and Husseman (3)

ABSTENTIONS: None (0)

ABSENT: None (0)

**c. Support for HB
3113**

Mr. Brown summarized his staff report. Mayor Clark added that this bill would affect Keizer residents as they travel within our region and it will strengthen the region. She added that Association of Oregon Counties supports the bill.

Councilor Starr moved to authorize the Mayor to sign a letter of support on behalf of the Keizer City Council for House Bill 3113 a Bill with edits recommended by the League of Oregon Cities to extend it to local main streets that are not state highways. 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)

- d. RESOLUTION – Adoption of 2023 and 2024 City Council Goals/Work Plan**
- Mr. Brown summarized his staff report.
- Councilor Starr moved that the Keizer City Council adopt a Resolution Adopting the 2023-2024 City Council Goals/Work Plan. 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)
- e. RESOLUTION - Authorizing The City Manager And City Attorney To Work With The Lava Dome And For The Love Of The Game To Prepare Letter Of Intent**
- Mr. Brown summarized his staff report. Discussion followed regarding making sure that playing in the fields is affordable for all Keizer residents, diversity, equity and inclusion goals of the non-profit organization, making scholarships available to Keizer youth and not for youth outside of Keizer and including a Keizer resident on the governing board or having a non-voting liaison for communication purposes.
- Jamie Hogland and Paige Zizzi* from Lava Dome fielded questions and provided clarification regarding diversity, equity and inclusion, scholarship opportunities and mitigation of traffic.
- Councilor Starr moved that the Keizer City Council adopt a Resolution Authorizing the City Manager and City Attorney to work with the Lava Dome and For The Love Of The Game to prepare a Letter of Intent to be approved by the City Council. 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)
- f. RESOLUTION – Authorizing City Manager To Initiate Request For Proposal Process To Hire An Executive Recruiting Firm For Purpose Of Recruiting A City Attorney**
- Human Resources Director Machell DePina summarized her staff report. Discussion followed regarding the length of time anticipated for recruitment and which fund would be used to pay the recruiting firm.
- Councilor Starr moved that the Keizer City Council adopt a Resolution authorizing City Manager to initiate request for proposal process to hire an executive recruiting firm for purpose of recruiting a City Attorney. 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)
- g. State Capital Funding Request**
- Mr. Brown summarized his staff report and fielded questions regarding the amount requested, details of the proposed letter, possible revenue, and prevailing wage.

Councilor Starr moved that the Keizer City Council authorize the City Manager to submit a capital funding request on behalf of Sports Enterprises Inc. for artificial turf and LED upgrades to Volcano Stadium. Councilor Reid seconded. Motion passed as follows:

AYES: Clark, Reid, Cross, Kohler, Starr and Juran (6)

NAYS: Husseman (1)

ABSTENTIONS: None (0)

ABSENT: None (0)

CONSENT CALENDAR

a. Approval of March 16, 2023 City of Keizer/City of Salem/Marion County Commissioner Meeting Minutes

b. Approval of April 3, 2023 Regular Session Minutes

Item B was pulled for correction.

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

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

A misspelled name was corrected in the April 3, Regular Session Minutes.

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

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

OTHER BUSINESS None

STAFF UPDATES Chief Teague announced that Blast Camp would be held this year.

COUNCIL MEMBER REPORTS Councilor Cross reported on events and meetings she had attended and noted that some winners of the Math Competition came from Weddle.

Councilor Starr shared information about a training she had attended, grant-related work she had done, and meetings and events in which she had participated.

Councilor Kohler reported on meetings and events he had attended, announced upcoming ones and noted that the Church of Jesus Christ of Latter-day Saints had donated a commercial refrigerator and freezer to the Woodburn food bank.

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

Councilor Reid shared information about various events at McNary High School.

Youth Councilor Angelica Sarmiento reported on past events at McNary, shared information regarding various competitions in which the school participated, and listed time and place for various future sporting events.

Mayor Clark shared information about meetings and events she had attended and announced details about grants received to assist the homeless, cancellation of Personnel Policy Committee meeting and future meetings and events.

AGENDA INPUT

May 1, 2023 – 7:00 p.m. - City Council Regular Session
 May 8, 2023 – 6:00 p.m. - Budget Committee Meeting
 May 9, 2023 – 6:00 p.m.- Budget Committee Meeting
 May 15, 2023 – 7:00 p.m. - City Council Regular Session

ADJOURNMENT

Mayor Clark adjourned the meeting at 10:21 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: _____