



**CITY OF KEIZER**  
**CHARTER REVIEW COMMITTEE MEETING MINUTES**  
**December 11, 2019, 6:00 p.m.**

**Attendance:**

Elizabeth Smith, Chair  
Garry Whalen, Vice Chair  
Broderick Pack  
Kathy Lincoln  
Rick Kuehn  
Shannon Flowers  
Pat Fisher  
Kim Freeman

**Absent:**

Zaira Flores-Marin

**Staff:**

Shannon Johnson, City Attorney  
Tammie Harms, Legal Assistant  
Debbie Lockhart, Deputy City Recorder

Meeting called to order 6:00 pm.

**Appearance of Interested Citizens:** Michael DeBlasi thanked staff for the information compiled regarding Wards and voiced concern that the information did not show the precincts. He asked that a GIS map be provided him so that he can get more detailed information. Garry Whalen explained that in 1990 there was more representation from south of Chemawa, but in the past 12 years with the greater population growth to the north it has evolved to the north.

**Approval of Minutes:** Garry Whalen moved for approval of the November Minutes. Shannon Flowers seconded. Motion passed as follows: Smith, Whalen, Pack, Lincoln, Kuehn, Flowers and Fisher in favor with Freeman abstaining and Flores-Marin absent.

**Review of Charter:** City Attorney Shannon Johnson reviewed his staff report and the new matrix. He noted that the last page deals with the Ward system and the committee needs to decide on how they want to deal with it. It is a policy question and it is not his role to advise on that. Committee discussed various options and decided *they wanted to make this a 'follow up' item* to be discussed with other possible 'follow up' items at a Public Hearing so that citizens can provide input. Review then took place as follows:

**Section 3.5:** Okay with suggested changes but reword section (b) to read "The mayor may call a special Council meeting at mayor's own discretion or at the request of three Council members. Any special meeting shall occur as provided by state law."

**Section 3.6:** Okay with LOC version.

**Section 3.7:** Okay with Keizer version with the suggested added verbiage.

**Section 3.8:** Okay with LOC version.

**Section 4.1:** Okay with Keizer version.

**Section 4.2:** Okay with LOC version. Broderick Pack moved that the 'one week' requirement in subsection (b) be reduced to 5 days. Garry Whalen seconded. Motion passed unanimously as follows: Smith, Whalen, Pack, Lincoln, Kuehn, Flowers, Fisher and Freeman in favor with Flores-Marin absent. Committee in favor of renumbering as suggested by Mr. Johnson and adding his added verbiage to the LOC version.

**Section 4.3:** Okay with LOC version.

**Section 5.1:** Okay with LOC version. In favor of deleting first sentence as suggested by Mr. Johnson.

**Section 5.2:** Okay with LOC version.

**Section 5.3:** Okay with LOC version.

**Section 6.1:** Okay with LOC version. In favor of deleting first sentence as suggested by Mr. Johnson.

**Section 6.2:** Okay with LOC version but remove 'quasi-judicial' throughout section.

**Section 6.3:** Okay with LOC version but remove 'quasi-judicial'.

**Section 7.1:** Lengthy discussion took place regarding the possibility of reducing Councilor terms to two years, the effect this could have on the continuity of the Council and the learning curve, and the possibility of having some positions two-year and some four-year. Committee decided *they wanted to make this a 'follow up' item* to be discussed with other possible 'follow up' items at a Public Hearing so that citizens can provide input.

**Section 7.2:** Okay with LOC version but change last sentence to provide for two-year term.

**Section 7.3:** Okay with LOC version. Mr. Johnson indicated that he would come up with a better title.

**Section 7.4:** Okay with LOC version but for part (c) add 'during their term of office'. Committee indicated they wanted to replace 'qualified elector' with 'registered voter'. Mr. Johnson will double check to be sure there is no discrepancy.

**Section 7.5:** Mr. Johnson indicated that he thought the suggested verbiage from Pat Fisher was best. "A Keizer resident who meets the qualifications in Section \_\_\_\_ may file to run for elective City office." Committee okay with this version. *Mr. Johnson noted that this section will need to be re-addressed if Wards are decided upon.*

Kathy Lincoln distributed examples of language of non-discrimination and suggested that something like this be included in the employment section of the Charter.

**Adjourn** ~ Meeting adjourned at 7:30 pm.

**Minutes approved:** 01-07-20