



MINUTES
KEIZER CITY COUNCIL
Tuesday, January 22, 2019
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
Marlene Parsons, Councilor
Laura Reid, Councilor
Roland Herrera, Councilor
Elizabeth Smith, Councilor
Dan Kohler, Councilor

Staff:

Chris Eppley, City Manager
Shannon Johnson, City Attorney
Nate Brown, Community Development
Bill Lawyer, Public Works Director
John Teague, Police Chief
Tim Wood, Finance Director
Tracy Davis, City Recorder

Absent:

Kim Freeman, Councilor
Anne Farris, Youth Councilor

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

SPECIAL ORDERS OF BUSINESS

**a. Career
Technical
Education
Center Student
Spotlight – Ian
Koenig**

Jake Finneran, Business Development Leadership Program teacher at the Career Technical Education Center, explained the program introduced student Ian Koenig noting that Ian has shown professionalism beyond his years and taken the lead on the sales team.

Ian Koenig, a Senior at McNary and involved in the Business Development Leadership Program at C-TEC, provided details of his accomplishments in the program, noted that he would be attending Chemeketa in the fall, and introduced his family.

**COMMITTEE
REPORTS**

Matt Lawyer, Keizer, reported that

- Planning Commission had reviewed the work plan for 2018, is looking at a vision for Keizer's future, and welcomed a new Student Committee Liaison, Christopher Wolfert.
- Parks Advisory Board held elections for chair and vice chair, reviewed the 3-5 year park fee plan, looked into various options for fitness equipment in parks and heard testimony from West Keizer Neighborhood Association regarding pathways in Willamette Manor. In response to a question regarding the former orchard field at Keizer Rapids Park, Public Works Director Bill Lawyer explained that it is

being leased to a farmer at the present time and is slated to become softball and soccer fields in the future. The open field near the river has no specific plan. Matt Lawyer continued his report noting that the Keizer Little League Field Long Range Planning Task Force subcommittee will be meeting to work out a plan to present to the Task Force at the February 26 meeting.

- o Claggett Creek Watershed Council has a few open positions, will be meeting on February 6 and will clean up Ben Miller Park on the 9th.

PUBLIC TESTIMONY None

PUBLIC HEARING *Mayor Clark opened the Public Hearing.*

- a. McNary Restaurant Liquor License – Change of Ownership/Trade Name** City Manager Chris Eppley reported that an application was submitted for a Change of Ownership and Trade Name from McNary Restaurant to Jeff and Sharyl's, Keizer, Oregon. A background check was done and calls for service are within the City recommended standards. Staff recommends that Council review the application and forward a recommendation to the OLCC for approval.

Owners Jeff and Sheryl McDonnell provided information about the establishment.

With no further testimony Mayor Clark closed the Public Hearing.

Councilor Parsons moved that the Keizer City Council approve the application for a full On-Premises and Off-Premises Sales Liquor License for Jeff and Sheryl's Restaurant under the guidelines established by ORS 471.178 and the Ordinances of the City of Keizer. This recommendation shall then be forwarded to the Oregon Liquor Control Commission for final approval. Councilor Herrera seconded. Motion passed as follows:

AYES: Clark, Reid, Parsons, Herrera, Smith and Kohler (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Freeman (1)

b. RESOLUTION – *Mayor Clark opened the Public Hearing.*

- Forming Snook Grove Street Lighting Local Improvement District** City Manager, Chris Eppley, provided the history of the formation of this Street Lighting Local Improvement District and noted that the Public Hearing was to consider objections to the project and proposed assessments. Staff recommendation is that City Council open a Public Hearing to consider written and oral objections to the formation of Snook Grove Street Lighting Local Improvement District and if there are no objections, close the public hearing and consider adoption of the resolution forming the district and the proposed assessment ordinance.

With no testimony Mayor Clark closed the Public Hearing.

Councilor Parsons moved that the Keizer City Council adopt a Resolution

Forming Snook Grove Street Lighting Local Improvement District. Councilor Herrera seconded. Motion passed as follows:

AYES: Clark, Reid, Parsons, Herrera, Smith and Kohler (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Freeman (1)

ORDINANCE –

Spreading Assessments to Snook Grove Street Lighting Local Improvement District

Councilor Parsons moved that the Keizer City Council adopt a Bill for an Ordinance Spreading Assessments to Snook Grove Street Lighting Local Improvement District. Councilor Herrera seconded. Motion passed as follows:

AYES: Clark, Reid, Parsons, Herrera, Smith and Kohler (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Freeman (1)

ADMINISTRATIVE ACTION

a. Waiver of Community Center Fee – Jerry McGee Memorial Service

City Attorney Shannon summarized his staff report, explained that options 1 and 5 would not be allowed due to earlier adopted ordinance requirements, and provided details on the costs related to the options.

Councilor Parsons moved that the Keizer City Council approve option 3: waiving the room rental fee, security/cleaning deposit, and staffing costs for the Jerry McGee Memorial Service. Councilor Herrera seconded. Motion passed as follows:

AYES: Clark, Reid, Parsons, Herrera, Smith and Kohler (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Freeman (1)

b. ORDINANCE – Amending Keizer Development Code Regarding Sections 1.200, 2.403, and 3.101; Amending Ordinance 98-389

Mr. Johnson summarized his staff report.

Councilor Parsons moved that the Keizer City Council adopt a Bill for an Ordinance Amending Keizer Development Code Regarding Section 1.200 (Definitions), Section 2.403 (Shared Housing Facilities), and Section 3.101 (Summary of Application Types); Amending Ordinance 98-389. Councilor Herrera seconded. Motion passed as follows:

AYES: Clark, Reid, Parsons, Herrera, Smith and Kohler (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Freeman (1)

c. Parks Priority 3 to 5 Year Plan

Public Works Director Bill Lawyer summarized his staff report, provided detailed information regarding maintenance and repair taking place and planned as a direct result of the Parks Fee, and explained the difficulty of accurately planning projects beyond 5 years.

Council agreed by consensus to affirm the plan and direct staff to continue to go forward and do good for the parks.

CONSENT CALENDAR

- A. RESOLUTION – Authorizing City Manager to Sign First Amendment to Intergovernmental Agreement Relating to Creation of a Program Coordinator for the Mid-Willamette Homeless Initiative
- B. RESOLUTION – Appointment of Mayor to Serve on Keizer Heritage Board of Directors
- C. RESOLUTION – Amending Membership of Keizer Little League Park Long Range Planning Task Force; Amending R2018-2897
- D. RESOLUTION – Changing the Name of Rickman Community Garden to “The Peggy and Jerry Moore Community Garden”
- E. RESOLUTION – Naming the Tree Arboretum Located at Keizer Rapids Park “The Keizer Rotary Arboretum in Honor of Wilbur Bluhm
- F. Approval of December 10, 2018 Work Session Minutes
- G. Approval of December 17, 2018 Regular Session Minute
- H. Approval of January 7, 2019 Regular Session Minutes

Mr. Johnson explained that Councilors Smith and Kohler should abstain from voting on approval of the Minutes for the December meetings because they were not councilors at that time.

Councilor Parsons moved for approval of items A through E and item H of the Consent Calendar. Councilor Herrera seconded. Motion passed as follows:

AYES: Clark, Reid, Parsons, Herrera, Smith and Kohler (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Freeman (1)

Councilor Parsons moved for approval of items F and G of the Consent Calendar. Councilor Herrera seconded. Motion passed as follows:

AYES: Clark, Reid, Parsons and Herrera (4)
NAYS: None (0)
ABSTENTIONS: Smith and Kohler (2)
ABSENT: Freeman (1)

COUNCIL LIAISON REPORTS

Councilor Reid reported on Planning Commission and Buildable Land Inventory/Housing Needs Analysis Project Advisory Committee meetings, McNary’s performance of ‘Grease’ and the LGBTQ Forum, announced upcoming events including the Community dinner and the Revitalization Grant and Keizer Festivals Advisory Board meetings. She voiced appreciation to Keizertimes for the article about Jerry McGee noting that he embodied Keizer’s motto of ‘Pride, Spirit and Volunteerism’ and that Keizer is a better community because of him.

Councilor Kohler reported on the groundbreaking ceremony at Willow Lake Treatment Plant, the Latino Business Alliance, Traffic/Bikeways/ Pedestrian Committee and Chamber Government Affairs meetings, and the Chamber First Citizen Banquet. He expressed love and respect for

Jerry McGee noting that he was truly a great statesman and teacher.

Councilor Parsons reported on the Marion County Commissioner Breakfast, and the Community Business and Education Leaders and Volunteer Coordinating Committee meetings, announced the Keizer Little League Park Long Range Planning Task Force subcommittee and Revitalization meetings and the McGee memorial and noted that the McNary mentor program is still in need of volunteers. She pointed out qualities she admired in Jerry McGee and thanked him for being her mentor and teacher.

Councilor Herrera reported on the Commissioner Breakfast, the West Keizer Neighborhood Association and Greater Gubser Neighborhood Association, Volunteer Coordinating Committee, and Rotary meetings and the Keizer Elementary Academy of Leadership Club (KAL Club). He congratulated people who received awards at the First Citizens Banquet and declared that Jerry McGee would be greatly missed.

Councilor Smith reported on the Mid-Valley Association of Realtors and Public Arts Commission meetings, the Commissioner Breakfast, the Agri-Business event, and the First Citizen Banquet. She noted that she had not known Jerry McGee well but was looking forward to Councilors showing her who he was through their leadership and service.

Mayor Clark reported on the groundbreaking at the Willow Lake Treatment Plant, Keizer Heritage Board, Latino Business Alliance, West Keizer Neighborhood Association, and Salem Keizer Area Transportation Study meetings, the Strategic Economic Development Corporation luncheon, McNary production of 'Grease', and the First Citizen Banquet. Upcoming commitments include speaking at the League of Oregon Cities Elected Essentials Program and a Rotary meeting and attending the Career Technical Education Center luncheon. She added that Jerry McGee was an amazing mentor and example.

OTHER BUSINESS

Finance Director Tim Wood announced that for the 5th year, Government Finance Officers Association has awarded Keizer the Distinguished Budget Presentation Award. City Manager Chris Eppley added that prior to coming to work for Keizer, Mr. Wood worked for GI Joes when they were going under. He brought that experience to the City so he is very cautious and conscientious about how the City sets up its finances and he has done a fantastic job.

Chief Teague announced the next Coffee with a Cop.

Bill Lawyer reported that the Keizer Rapids Park bathrooms are almost ready to open.

Community Development Director Nate Brown provided an update on stakeholder meetings for the Revitalization project and the Buildable Lands Inventory/Housing Needs Analysis meetings. He explained that

information learned at these meetings will be the keystone to decisions Council will make about the future of Keizer.

WRITTEN COMMUNICATIONS None

AGENDA INPUT **February 4, 2019, 7:00 p.m.** - City Council Regular Session
February 11, 2019, 5:45 p.m. – City Council Work Session
• City Council Orientation
February 19 (Tuesday), 7:00 p.m. – City Council Regular Session
February 25, 2019, 5:45 p.m. – City Council Work Session
• 2019-2020 City Council Goal Discussion

ADJOURNMENT Mayor Clark adjourned the meeting at 8:26 p.m.

MAYOR:

APPROVED:

Cathy Clark

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Laura Reid

Councilor #4 – Roland Herrera

~ Absent ~

Councilor #2 – Kim Freeman

Councilor #5 – Elizabeth Smith

Councilor #3 – Marlene Parsons

Councilor #6 – Dan Kohler

Minutes approved: 02-04-19