



**MINUTES**  
**KEIZER CITY COUNCIL**  
**Monday, February 4, 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  
Kim Freeman, Councilor  
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:**

Anne Farris, Youth Councilor

**FLAG SALUTE**

Boy Scout Troop 167 led the pledge of allegiance.

**SPECIAL ORDERS OF BUSINESS**

**a. McNary High School AVID Program – Shoe Battle of the Schools**

McNary students, *Zahvia Stokes* and *Joe Alvarado*, provided information regarding the program which provides shoes for the homeless, noted the drop-off locations and explained that McNary is competing with area schools February 4 through 26 to collect the most shoes, boots, shoe laces and socks. Councilor Freeman thanked Keizertimes for running an article about the program and urged the students to return with results.

**b. Recognition of Alayna Garcia – Oregon’s Kid Governor Program**

Mayor Clark provided information regarding the program. A video was shown of Miss Garcia explaining her idea. Technical difficulties prevented showing the entire video. Miss Garcia shared information about her program and introduced her mother, sister and the principal of Forest Ridge Elementary School. She concluded noting that she felt it was good to try to fix something in the community. Mayor Clark presented Miss Garcia with a Certificate of Recognition.

**COMMITTEE REPORTS**

**a. Volunteer Coordinating Committee**

City Manager, Chris Eppley, reported that following publication of notice of vacancies on various city committees and acceptance of testimony from the applicants, the Volunteer Coordinating Committee unanimously recommended the following to fill the vacancies: Mike Pantelone to Position #2 on the Parks Advisory Board, Shannon Flowers to Position #4 on the Keizer Points of interest Committee and Dakota Saunders to

**Recommendations for Appointment – Parks Advisory Board, Points of Interest Committee, and Public Arts Commission**

Position #2 on the Public Arts Commission.

Councilor Freeman moved that the Keizer City Council accept the Volunteer Coordinating Committee recommended appointments. Councilor Herrera seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Freeman, Parsons, Herrera, Smith and Kohler (7)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: None (0)

**PUBLIC TESTIMONY**

*Coleen Busch*, Keizer, a member of the Board of Directors for Salem Keizer Transit District representing Keizer, shared information regarding a fare increase, extended services, and reduction of youth fares. Mayor Clark added that Cherriots has provided transportation to shelters for the homeless during cold weather.

**PUBLIC HEARING**

*Mayor Clark opened the Public Hearing.*

**a. ORDINANCE – To Vacate a Portion of Chemawa Road NE, Keizer, Oregon**

City Attorney Shannon Johnson summarized his staff report. The property owner (from the audience) announced that he was planning on beautifying the property and putting up a nice looking barrier.

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

Councilor Freeman moved that the Keizer City Council approve a Bill for an Ordinance To Vacate a Portion of Chemawa Road NE, Keizer, Oregon. Councilor Herrera seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Freeman, Parsons, Herrera, Smith and Kohler (7)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: None (0)

**ADMINISTRATIVE ACTION**

**a. Keizer United Disbursement Request**

Finance Director Tim Wood reviewed his staff report.

*Meredith Mooney*, President of Keizer United, explained that money received from the City had been used to assist the Whiteaker, Claggett and Kennedy Klosets and the solar project at the Peggy & Jerry Moore Community Garden. She noted that the funding was not used for meeting lunches but that efforts have been made to get lunches donated. She then reviewed representation and possible recipients for future assistance.

Councilor Freeman moved that the Keizer City Council approve the \$1000 disbursement to Keizer United which will complete their disbursement in this year’s budget. Councilor Herrera seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Freeman, Parsons, Herrera, Smith and Kohler (7)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: None (0)

**b. ORDER – Designating “No Parking” Zone in a Certain Area of Parkmeadow Drive Northeast, Keizer, Oregon**

Public Works Director Bill Lawyer summarized his staff report.

Councilor Freeman moved that the Keizer City Council adopt an Order Designating “No Parking” Zone in a Certain Area of Parkmeadow Drive Northeast, Keizer, Oregon. Councilor Herrera seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Freeman, Parsons, Herrera, Smith and Kohler (7)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: None (0)

**c. RESOLUTION – Authorizing City Manager to Order Removal of Persons from City Property**

Shannon Johnson reviewed his staff report and fielded questions regarding areas covered and responsible parties when the City Manager is not available.

Councilor Freeman moved that the Keizer City Council adopt a Resolution Authorizing City Manager to Order Removal of Persons from City Property. Councilor Herrera seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Freeman, Parsons, Herrera, Smith and Kohler (7)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: None (0)

**CONSENT CALENDAR**

- A. RESOLUTION – Approving the City Engineer’s Report; Declaring the City’s Intent to Form Sterling Meadow Street Lighting Local Improvement District; Providing Notice and Setting Hearing
- B. RESOLUTION – Authorizing City Manager to Sign Agreement for Purchase and Installation of Water Telemetry System Upgrade (FY 8/19)
- C. RESOLUTION – Approving Extension of the Cable Television Franchise Agreement with Comcast of Oregon, Inc. (Formerly Known as Far-West Communications, Inc., DBA AT&T Cable Services)
- D. RESOLUTION – Authorizing Chief of Police to Enter Into Interagency Memorandum of Understanding for License Plate Scanning with Washington State Patrol
- E. Approval of January 22, 2019 Regular Session Minutes

Councilor Smith pulled item C.

Councilor Freeman moved for approval of the items A, B, D and E of the Consent Calendar. Councilor Herrera seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Freeman, Parsons, Herrera, Smith and Kohler (7)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: None (0)

Councilor Smith explained that her husband works for Comcast so she would abstain from voting.

Councilor Freeman moved for approval of Item C of the Consent Calendar. Councilor Herrera seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: Smith (1)

ABSENT: None (0)

## **COUNCIL LIAISON REPORTS**

Councilor Herrera reported on the League of Oregon Cities (LOC) City Day at the capitol, Kennedy Academy of Leadership, McGee memorial service, and the swearing in of the new judge for Linn County, and announced the Mano Mano Board meeting, Revitalization Open House and the Hall of Fame event.

Councilor Parsons reported on the Keizer Little League Park subcommittee and the Keizer Revitalization meetings and announced the Volcanoes Winter Banquet, Council Orientation and Stormwater Advisory Committee meeting and the need for volunteers for the Keizer Points of Interest Committee, Youth Committee Liaisons and McNary Mentors.

Councilor Smith reported on the Festival Advisory Board meeting and announced the Volcanoes banquet.

Councilor Freeman thanked everyone who covered for her while she was out and reminded Councilors and committee members to speak into their microphones so that the viewing audience could hear them. She announced the West Keizer Neighborhood Association meeting and the Marion County Commissioners' breakfast, thanked citizens who pick up trash in the community and urged everyone to read about the floods of Keizer on the informational signs at Keizer Rapids Park.

Councilor Reid reported that she had helped serve at the community dinner, attended the LOC City Day evening reception, the Festivals Advisory Board meeting and the Student Art Fair at the Keizer Heritage Center. She announced the Southeast Keizer Neighborhood Association, Stormwater Advisory, Traffic Safety/Bikeways/Pedestrian, and Personnel Policy Committee meetings, and Keizer Homegrown Theater and McNary events.

Councilor Kohler reported that he had helped serve at the Community dinner, attended the LOC City Day, Keizer Greeters, Chamber lunch/legislative update, Chamber Cook's Night Out, McGee memorial, and the Keizer-Salem middle school all city concert and announced the Claggett Creek Watershed Council meeting.

Mayor Clark reported on the LOC Elected Officials training, Mid-Willamette Council of Governments Board meeting, Rotary lunch, the McGee memorial, and the Career Technical Educational Center Board

meeting and Signing Night. She announced the upcoming airing of a podcast done on the Homeless Initiative; the Volcanoes Community Advisory Committee, Keizer Heritage Foundation, and Strategic Economic Development Corporation meetings, the Celebration of Leadership for the former Mayor of Woodburn, and the Oregon Birthday Celebration. She then read the email report from Youth Councilor Farris.

**OTHER BUSINESS** Community Development Director Nate Brown provided details regarding the upcoming Revitalization Open House, urged everyone to view the new art exhibit in the Community Center gallery, and announced the Buildable Lands Inventory/Housing Needs Analysis Project Advisory Committee meeting and open house.

Councilor Kohler announced that former Mayor Dennis Koho had surgery but is now resting at home.

Mayor Clark announced the death of Keizer’s first Police Chief, Robert Thomas and thanked his family for his years of service.

**WRITTEN COMMUNICATIONS** None

**AGENDA INPUT** **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 8:25 p.m.

MAYOR:

APPROVED:

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Cathy Clark

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Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

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Councilor #1 – Laura Reid

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Councilor #4 – Roland Herrera

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Councilor #2 – Kim Freeman

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Councilor #5 – Elizabeth Smith

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Councilor #3 – Marlene Parsons

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Councilor #6 – Dan Kohler

Minutes approved: \_\_\_\_\_