



**MINUTES**  
**KEIZER CITY COUNCIL WORK SESSION**  
**Monday, February 25, 2019**  
**Keizer Civic Center, Council Chambers**  
**Keizer, Oregon**

**CALL TO ORDER**

Mayor Clark called the meeting to order at 5:45 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  
Bill Lawyer, Public Works Director  
Tim Wood, Finance Director  
Tracy Davis, City Recorder

**DISCUSSION**

City Manager Chris Eppley explained that every two years Council reviews their goals. He noted that several goals are on-going so will never actually be complete but having them on the list keeps Council on track. He added that Council did a good job of accomplishing the funding for police and parks and this has been a big lift for both staff and Council; there has been very little negative feedback about the fees. He praised Tim Wood and Bill Lawyer for putting the tracking functions in place and for understanding the importance of living up to commitments.

**a. Possible  
Charter  
Amendment**

Mayor Clark noted that the City Charter had not been updated since 1993 and suggested that a committee be formed to review and revise it as needed. She noted that a popular vote is required to change the charter and that perhaps it could be put on the May 2020 or November 2020 ballot. City Attorney Shannon Johnson added that the League of Oregon Cities just modified their model charter and it might be a good tool to assist in this undertaking.

**a. 2019-2020 Goal  
Setting Session**

Discussion regarding various goals took place and the following were decided upon:

**SHORT TERM GOALS**

**Charter Review**

- Create Charter Review Committee
- Revise Section 44 of the Charter
- Overall Updates to Charter
- May 2020 Ballot – Fall back date of November 2020

**Urban Growth Boundary**

- o Completion of Studies and Recommendations
- o Continue Community Engagement

**Community Outreach**

- o Community Makeup – demographics and diversity
- o Scorecard of the changes made and their effectiveness
- o Recruitment and training for volunteers
- o Youth engagement

**Begin Parks Master Plan Update**

- o Engage youth sports groups in process

**Youth Councilor Program**

- o Increase recruitment – private and home school
- o Revisit experience – what do they want out of the experience

**City Staffing and Levels of Service**

- o Current Services
- o Demand for Services
- o Unfunded Mandates/Available Funding
- o Staff Diversity

**LONG TERM GOALS**

**City Staffing/Level of Service**

- o Strategic Plan

**Urban Growth Boundary**

- o Determine Direction after Short Term Studies

**Transportation Systems Plan Update**

**Complete Parks Master Plan Update**

**ADJOURNMENT**

Mayor Clark adjourned the meeting at 7:43 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 – Daniel R. Kohler

Minutes approved: 04-01-19