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
- Daniel Kohler, Councilor

Staff:
- Chris Eppley, City Manager
- Shannon Johnson, City Attorney
- Nate Brown, Community Development
- Bill Lawyer, Public Works Director
- Chris Nelson, Police
- Tim Wood, Finance Director
- Tracy Davis, City Recorder

Absent:
- Anne Farris, Youth Councilor

FLAG SALUTE

McNary Junior ROTC presented the colors and led the pledge of allegiance.

SPECIAL ORDERS OF BUSINESS

a. Volunteer of the Quarter Award

Mayor Clark noted that the McNary Junior ROTC had been nominated for volunteer of the Quarter for their ongoing volunteer efforts and the Volunteer Coordinating Committee had unanimously supported the nomination. Certificates of appreciation were distributed to those in attendance.

COMMITTEE REPORTS

a. Volunteer Coordinating Committee Recommendation for Appointment to the Keizer Points of Interest Committee

City Manager Chris Eppley read his staff report.

Councilor Freeman moved that the Keizer City Council accept the Volunteer Coordinating Committee recommendation and appoint Maria Pressey to Position #4 of the Keizer Points of Interest Committee. 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)
Dylan Juran, Keizer, shared information about the recent Parks Advisory Board meeting, noting that the Board had again recommended that the City Council look into reinstating the caretaker position at Keizer Rapids Park, had received an update from Jeff Davis on his exercise equipment installations at Country Glen and Claggett Creek Parks and is making changes in the matching grant application to make it easier to get funding for youth-led projects.

Michael DeBlasi, Keizer, reported that the Planning Commission is reviewing possible actions related to the Urban Transition Zone but refrained from making a decision holding the Public Hearing open for another month so that staff could provide clarification and bring back options for the Commission.

Keizer Parks Foundation, represented by Richard Palmer, Mary Macduffie, and Chris Lawyer reported that the Foundation wished to contribute $25,500 (funds collected during the solar eclipse event) towards a solar shades for the Big Toy at Keizer Rapids Park. Bill Lawyer interjected that the sails will not go up this summer because the Big Toy will have to be closed for a while to get the posts in and the project will need to go out for bids. The plan is to close the park after Labor Day.

Richard Walsh, Keizer, urged that the park host position be reinstated at the Buchanan House at Keizer Rapids Park and voiced opposition to renting the house to a regular resident because of the laws adopted recently which make it difficult to remove a renter. He provided several reasons for his request including security, access, grounds care, and compliance with the master plan. He urged Council to consider copying the Oregon State Parks volunteer Park Host program for Keizer Rapids Park.

Carol Doerfler, Keizer, President of West Keizer Neighborhood Association, announced that the Association overwhelmingly supports getting a caretaker at the park.

Carol Phipps, Rhonda Rich, Garry Whalen and Clint Holland, Keizer, each voiced support for reinstatement of the caretaker at Keizer Rapids Park for safety and security reasons, to prevent vandalism, protect the amenities, and to protect the City from the difficulties of being a landlord under the new rental laws.

City Manager Chris Eppley pointed out that this is purely a Council decision and that he had received Council direction twice to make this into a rental and put the money back into the parks. The initial reason the park host was put in place was to provide the face for the surrounding neighborhood as the park developed but it morphed into a labor relationship for mowing, amphitheater, trash, and surveillance during the night. If the position is reinstated, it would not be a city employee but a person who would be willing to provide these services in exchange for
rental. However, the hours of labor would be minimal (perhaps 2 hours per day) to correspond to the rental. If Council wants to reinstate the program and do it through the rental agreement, then the Master Plan will need to be adjusted since the Buchanan house is identified as a ‘caretaker house’.

Discussion followed regarding details of a rental/park host agreement, levels of service, cost effectiveness, property management, the possibility of having a park host at all area parks, park host qualities and expectations, and the need for more information.

Council agreed by consensus to direct staff to look into reinstatement of a park host and portions of the Master Plan that relate to this property and the Charge House and come back with that information along with pros and cons.

---

**PUBLIC HEARING**

*a. VIP Beverage and Event Services Liquor License Application*

Mayor Clark opened the Public Hearing.

Chris Eppley summarized his staff report noting that the site will only be used to store products; there will be no retail sales from the site.

Owner Pedro Mendez, current owner of Fiesta Event Insurance and VIP Beverage and Event Services provided background information about himself and his businesses noting that the OLCC has recommended that he apply for both an on-premises and off-premises license so that he can take and deliver last minute orders. It is his hope to eventually have an off-site warehouse or office.

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

Councilor Freeman moved that the Keizer City Council recommend approval of the application for a liquor license for VIP Beverage and Event Services under the guidelines as established by ORS 471.178 and the Ordinances of the City of Keizer and to forward this recommendation to the Oregon Liquor Control Commission for final approval. 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. RESOLUTION – Authorizing Temporary Use and Signs Subject to Conditions for*

City Attorney Shannon Johnson summarized his staff report. Dave Walery, Scott White and Danielle Bethel shared information about the event and fielded questions regarding detours, signage, traffic, portable toilets, parking, additional events, and community support.

Sherrie Gottfried, Keizer, voiced opposition to road closures noting that the closure in front of The Grass Hut adversely effects business for the three days of the festival and causes traffic accidents. She complained
KeizerFEST (2019) that her communication efforts during the planning and road closure process were ignored.

Councilor Freeman moved that the Keizer City Council adopt a Resolution Authorizing Temporary Use and Signs Subject to Conditions for KeizerFEST (2019). 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. RESOLUTION – Authorizing a Temporary Suspension of the Ordinance Prohibiting Street Vendors

Councilor Freeman moved that the Keizer City Council adopt a Resolution Authorizing a Temporary Suspension of the Ordinance Prohibiting Street Vendors. 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. Fee Waiver Request for a Soggy Day in the Park 2.0 at Keizer Rapids Park

Public Works Director Bill Lawyer summarized his staff report. Mark Caillier assisted by Dorothy Diehl, representing Claggett Creek Watershed Council, provided information about the event, the volunteers that will be assisting and public outreach.

Councilor Freeman moved that the Keizer City Council charge an application fee of $60 for the ‘Soggy Day at the Park 2.0’ event and waive all other fees listed in the staff report. 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 – Authorizing the City Manager to Award and Enter Into an Agreement with Roy Houck Construction LLC. for Annual Street Resurfacing Project

B. Approval of April 1, 2019 Regular Session Minutes

C. Approval of April 8, 2019 Work Session Minutes

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

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

Councilor Kohler reported on meetings and events he had attended, thanked Councilors who had covered his meetings while he was away and announced upcoming meetings.

Councilor Reid reported on meetings and events she had attended, announced upcoming ones, thanked Keizer Cultural Center volunteers, noted that book donations are being received by the library, and shared accomplishments of former Youth Councilor Sam Hernandez.

Councilor Freeman reported on the West Keizer Neighborhood Association meeting and announced that she would not be at the May 6 Council meeting.

Councilor Smith announced the Arts Commission meeting.

Councilor Parsons reported on various meetings and events she had attended and announced upcoming ones.

Councilor Herrera announced that he had missed several events and meetings due to the loss of his brother. He then announced upcoming meetings and shared information about the Lebanon Medical School Clinical lab exercise.

Mayor Clark reported on meetings and events she had attended and announced upcoming ones.

OTHER BUSINESS

City Attorney Shannon Johnson explained that the Rotary agreement for use of the Community rooms expires on April 20. He requested that Council approve an extension to May 31, 2019, so that details can be worked out with a new more long-term agreement.

Councilor Freeman moved that the Keizer City Council suspend the rules in order to consider the extension of the Rotary agreement. 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 Freeman moved that the Keizer City Council extend by letter of agreement the use of the community rooms by Rotary under the current terms to May 31, 2019 with the understanding that the new agreement would be back dated to begin April 21, 2019. 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)
Lieutenant Chris Nelson announced that Jennifer Starns is finishing field training and will be on the road soon, Paul Quintero will finish at the academy soon, and two new officer candidates will have interviews next week.

**WRITTEN COMMUNICATIONS**

Mayor Clark read a letter of resignation from Allen Barker on the Budget Committee and a letter from Elizabeth Witherspoon commending Council for not endorsing the Salem ban on plastic bags.

**AGENDA INPUT**

City of Keizer Budget Committee Meetings
- Tuesday, April 30, 2019 – 6:00 p.m.
- Thursday, May 2, 2019 – 6:00 p.m.
- Thursday, May 9, 2019 – 6:00 p.m. (if necessary)

May 6, 2019 - 7:00 p.m. – City Council Meeting
May 13, 2019 - 6:00 p.m. – City Council Work Session

**ADJOURNMENT**

Mayor Clark adjourned the meeting at 9:29 p.m.

MAYOR: 

APPROVED:

__________________________________________  ______________________________
Cathy Clark  Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

__________________________________________  ______________________________
Councilor #1 – Laura Reid  Councilor #4 – Roland Herrera

__________________________________________  ______________________________
Councilor #2 – Kim Freeman  Councilor #5 – Elizabeth Smith

__________________________________________  ______________________________
Councilor #3 – Marlene Parsons  Councilor #6 – Daniel R. Kohler

Minutes approved: 05-06-19