



**MINUTES**  
**KEIZER CITY COUNCIL**  
**Monday, July 1, 2019**  
**Keizer Civic Center, Council Chambers**  
**Keizer, Oregon**

**CALL TO ORDER** Mayor pro tem Kim Freeman called the meeting to order at 7:02 pm. Roll call was taken as follows:

**Present:**

Kim Freeman, Councilor  
Marlene Parsons, Councilor  
Roland Herrera, Councilor  
Daniel Kohler, Councilor  
Elizabeth Smith, Councilor

**Staff:**

Chris Eppley, City Manager  
Shannon Johnson, City Attorney  
Nate Brown, Community Development  
Andrew Copeland, Police  
Tim Wood, Finance Director  
Tracy Davis, City Recorder

**Absent:**

Cathy Clark, Mayor  
Laura Reid, Councilor

**FLAG SALUTE** Mayor pro tem Freeman led the pledge of allegiance.

**SPECIAL ORDERS OF BUSINESS** None

**COMMITTEE REPORTS**  
a. **Volunteer Coordinating Committee Recommendation for Appointments** City Manager Chris Eppley reported that following publication of notice of vacancies on various committees, acceptance of testimony from applicants, and/or review of their applications, the Volunteer Coordinating Committee unanimously recommended *Natalie Janney* to serve on the Stormwater Advisory Committee, *Jeremy Vargas* and *Lore Christopher* to serve on the Public Arts Commission, *Bob Shackelford* to serve on the Festivals Advisory Board and *Christopher Wolfert* to serve as the 2019-20 Youth Councilor.

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

AYES: Freeman, Parsons, Herrera, Smith and Kohler (5)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: Clark and Reid (2)

**PUBLIC TESTIMONY** None

**PUBLIC HEARING**

None

**ADMINISTRATIVE ACTION**

**a. RESOLUTION – Adopting the Housing and Community Development Action Plan - One Year Use of Funds - Salem and Keizer 2019/2020**

City Attorney Shannon Johnson reminded Council that this matter had been heard at an earlier Council meeting and it is now time to adopt the plan, but there were some minor changes requested that were not included in this document.

Community Development Director Nate Brown provided details on the changes noting that ‘Salem-Keizer’ should be changed to ‘the Salem Metropolitan Statistical Area’ on page 24 and 29 of the report and that a list of funding jurisdictions included in page 7 (instead of only Salem).

Councilor Herrera moved that the Keizer City Council adopt a Resolution Adopting the Housing and Community Development Action Plan - One Year Use of Funds - Salem and Keizer 2019/2020, as amended. Councilor Smith seconded. Motion passed as follows:

AYES: Freeman, Parsons, Herrera, Smith and Kohler (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark and Reid (2)

**b. Waiver of Community Center Rental Fee – Keizer Chamber of Commerce Community Conversations**

City Manager Chris Eppley read the staff report.

*Jonathan Thompson* and *Danielle Bethell*, Keizer, representing the Chamber, provided additional information regarding the Community Conversations and the Chamber.

Councilor Parsons noted that she had requested that the first Community Conversation be focused on the KeizerFest due to complaints from the Southeast Keizer Neighborhood Association regarding the location of the event.

Councilor Herrera moved to grant the request for a complete rental fee waiver (room rental including staffing and security/cleaning deposit) for the Keizer Chamber of Commerce Community Conversations. Councilor Smith seconded. Motion passed as follows:

AYES: Freeman, Parsons, Herrera, Smith and Kohler (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark and Reid (2)

**CONSENT CALENDAR**

- A. RESOLUTION – Ratifying the City Manager’s and Chief of Police’s Signatures on Memorandum of Understanding No. 5 Relating to 2018-2021 Collective Bargaining *Unit* (corrected to ‘Agreement’)
- B. RESOLUTION – Authorizing the City Manager to Enter Into Agreements with Salem Sign Co., Inc., Nugent Masonry, Inc., and Northside Electric for Digital Message Board Project at Keizer Civic Center

- C. Approval of June 10, 2019 City Council Work Session Minutes
- D. Approval of June 17, 2019 City Council Regular Session Minutes

Mayor pro tem Freeman pulled Item B.

Councilor Herrera moved that the Keizer City Council adopt items A, C and D of the Consent Calendar. Councilor Smith seconded. Motion passed as follows:

AYES: Freeman, Parsons, Herrera, Smith and Kohler (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark and Reid (2)

Mayor pro tem Freeman verified the location of the digital message board. Mr. Eppley explained that the location chosen is the only place where the sign is visible from all locations.

Councilor Herrera moved that the Keizer City Council adopt item B of the Consent Calendar. Councilor Smith seconded. Motion passed as follows:

AYES: Freeman, Parsons, Herrera, Smith and Kohler (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark and Reid (2)

## **COUNCIL LIAISON REPORTS**

Councilor Kohler provided information regarding the funeral mass and internment of former Mayor/Councilor Dennis Koho, reported on meetings and events he had attended and announced upcoming ones and congratulated the Wampler family on his retirement.

Councilor Herrera shared his thoughts regarding Dennis Koho and the recent National Association of Licensing & Enforcement Officers (NALEO) Conference he had attended, stressed the importance of everyone participating in the upcoming census, and commended Lieutenant Copeland for his part in developing BLAST Camp.

Councilor Parsons reported that the 'stumble' that occurred at the recent Volunteer Coordinating Committee meeting will be fixed, reviewed upcoming meetings and events and announced the cancellation of the Marion County Commissioners breakfast.

Councilor Smith had nothing to report.

Mayor pro tem Freeman urged everyone to be safe for the 4<sup>th</sup> of July, reported on the Keizer Rotary installation banquet, and announced upcoming meetings and events.

## **OTHER BUSINESS**

Finance Director Tim Wood wished everyone a Happy New Fiscal Year.

Officer Copeland announced National Night Out, BLAST Camp, the 5k Foot Pursuit run in partnership with the Special Olympics, and noted that the Keizer Police will be represented at the Marion County Fair. He explained how newly retired Officer Wampler will be rehired to assist until vacancies caused by the retirements of Officers Johnson, Inman, Kelly and Kuhns are filled, and commended the Keizer Fire District for a good job quelling the fire at Wallace House Park.

Community Development Director Nate Brown announced that the carving of the story poles will begin next week. The carving is funded through an Oregon Community Foundation grant and the Keizer Chamber Arts Foundation.

**WRITTEN COMMUNICATIONS**

Mayor pro tem Freeman brought attention to correspondence related to the Oregon League of Oregon Cities conference and shared a thank you note from Danielle Bethell with the Keizer Chamber.

**AGENDA INPUT**

**July 8, 2019 - 6:00 p.m.** – City Council Work Session  
Charter Review Committee  
**July 15, 2019 - 7:00 p.m.** - City Council Regular Session  
**August 5, 2019 - 7:00 p.m.** City Council Regular Session

**ADJOURNMENT**

Mayor pro tem Freeman adjourned the meeting at 7:41 p.m.

MAYOR:

APPROVED:

~ Absent ~

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Cathy Clark

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Debbie Lockhart, Deputy City Recorder

**COUNCIL MEMBERS**

~ Absent ~

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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: 07-15-19