



MINUTES
KEIZER CITY COUNCIL
Monday, August 19, 2019
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Pro-Tem Kim Freeman called the meeting to order at 7:00 pm.
Roll call was taken as follows:

Present:

Kim Freeman, Councilor
Marlene Parsons, Councilor
Roland Herrera, Councilor
Daniel Kohler, Councilor
Laura Reid, Councilor

Staff:

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

Absent:

Cathy Clark, Mayor
Elizabeth Smith, Councilor

FLAG SALUTE

Mayor Pro-Tem Freeman led the pledge of allegiance.

SPECIAL ORDERS OF BUSINESS None

**COMMITTEE
REPORTS**

Matt Lawyer, Keizer, provided updates for the Parks Advisory Board and Planning Commission as follows:

Parks Advisory Board: Awarded the first Youth Grant to Spencer Millis and postponed approval of another grant because the requester was not at the meeting. The Board also planned the Parks tour for September 9. Parks to be visited are: Claggett, Northview, Keizer Little League and Bob Newton. The Keizer Little League Park Long Range Planning Task Force will meet on September 4 to continue working towards combining the two organizations' duties on certain levels.

Planning Commission: Reviewed the Keizer Revitalization Plan. After a presentation from the consultants, review of recommendations and receipt of public testimony, the Commission forwarded a recommendation for adoption of the current plan along with associated text amendments to the Council. The Commission also discussed the importance of using social media to communicate with citizens.

**PUBLIC
TESTIMONY**

None

- PUBLIC HEARING** *Mayor Pro Tem Freeman opened the Public Hearing.*
- a. RESOLUTION – Authorization for Supplemental Budget – General Fund – Community Development** Finance Director Tim Wood summarized his staff report noting that this item corresponds to Item A on the Consent Calendar and that the reimbursement will be for fiscal year 19-20.
- With no further testimony Mayor Pro Tem Freeman closed the Public Hearing.*
- Councilor Herrera moved that the Keizer City Council adopt Resolution – Authorization for Supplemental Budget – General Fund – Community Development. Councilor Reid seconded. Motion passed as follows:
- AYES: Reid, Freeman, Parsons, Herrera and Kohler (5)
 NAYS: None (0)
 ABSTENTIONS: None (0)
 ABSENT: Clark and Smith (2)
- ADMINISTRATIVE ACTION**
- a. Waiver of Community Center Rental Fee for Keizer Chamber Foundation Event** City Manager Chris Eppley summarized the staff report. Councilor Herrera added that the training may not be beneficial to City volunteer committees but it is a beneficial training for the community.
- Councilor Herrera moved that the Keizer City Council waive the room rental fee and security/cleaning deposit but charge \$120 for the staffing costs. Councilor Reid seconded.
- Mayor Pro Tem Freeman added that the Oregon Community Foundation will be partnering with the Keizer Chamber Foundation for this event and urged everyone to promote it.
- Motion passed as follows:
- AYES: Reid, Freeman, Parsons, Herrera and Kohler (5)
 NAYS: None (0)
 ABSTENTIONS: None (0)
 ABSENT: Clark and Smith (2)
- b. ORDINANCE – Amending Keizer Development Code Regarding Section 2.118 (Urban Transition); Amending Ordinance 98-389** City Attorney Shannon Johnson explained that this matter had come to Council at a previous meeting and staff was directed to prepare this Ordinance.
- Councilor Herrera moved that the Keizer City Council adopt a Bill for an Ordinance Amending Keizer Development Code Regarding Section 2.118 (Urban Transition); Amending Ordinance 98-389. Councilor Reid seconded. Motion passed as follows:
- AYES: Reid, Freeman, Parsons, Herrera and Kohler (5)
 NAYS: None (0)
 ABSTENTIONS: None (0)
 ABSENT: Clark and Smith (2)

**c. ORDINANCE –
Amending
Keizer
Development
Code Regarding
Section 2.125
(Activity Center
Overly Zone);
Amending
Ordinance 98-
389**

City Attorney Shannon Johnson explained that this matter had come to Council at a previous meeting and staff was directed to prepare this Ordinance.

Discussion followed regarding limiting uses allowed.

Councilor Herrera moved that the Keizer City Council adopt a Bill for an Ordinance Amending Keizer Development Code Regarding Section 2.125 (Activity Center Overly Zone); Amending Ordinance 98-389. Councilor Reid seconded.

Councilor Kohler voiced concern regarding some of the uses that were being allowed under this ordinance. Community Development Director Nate Brown reviewed the proposed uses noting that they fall into two separate Standard Industrial Classification categories and explained that a service station is already allowed in the area but tires, batteries, etc. cannot be sold as a stand-alone business without this change. He urged caution in simply opening the area to all auto-oriented uses.

Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark and Smith (2)

**d. RESOLUTION –
Authorizing
Mayor to Send
Letter Not
Supporting No-
Build
Alternative for
Salem River
Crossing
Project**

Shannon Johnson summarized his staff report.

Councilor Herrera moved that the Keizer City Council adopt a Resolution Authorizing Mayor to Send Letter Not Supporting No-Build Alternative for Salem River Crossing Project. Councilor Reid seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark and Smith (2)

**e. Surplus
Property Report
Fiscal Year
2018-19**

Finance Director Tim Wood summarized his staff report and fielded questions regarding items listed. No further action was required.

**CONSENT
CALENDAR**

- A. RESOLUTION – Authorizing Community Development Director to Sign Local Agency Agreement with State of Oregon for Keizer Growth Transportation Impacts Study
- B. RESOLUTION – Authorizing City Manager and City Attorney to Sign Settlement Agreement and Stipulated Judgment in the Bauer/City of Keizer vs. Davis/Northwest Rock Litigation; Repeal of Resolution R2019-3011

- C. RESOLUTION – Authorizing the City Manager to Enter Into Oregon Department of Transportation Local Agency Certification Program Supplemental Project Agreement for Fiber Optic Interconnect – River Road: Shangri-Law Avenue to Wheatland Road
- D. RESOLUTION – Authorizing the City Manager to Enter Into Intergovernmental Agreement with Keizer Fire District for Collection of Fire and Life Safety Inspection Fees
- E. RESOLUTION – Authorizing the City Manager to Enter Into Amendment #1 to the Intergovernmental Agreement with Marion County for the Coordination of Permit Issuance and Inspections Regulated by the State of Oregon Building Codes
- F. RESOLUTION – Authorizing the Finance Director to Sign Service Agreement with T-Tech
- G. RESOLUTION – Authorizing the City Manager to Purchase Two 2020 K8A AWD Police Interceptor Utility Vehicles and a 2020 P0G Fusion S FWD Vehicle for Police Department
- H. RESOLUTION – Authorizing the City Manager to Sign Proposal with Thomas Kay Flooring for Community Center Carpet Replacement
- I. Approval of August 5, 2019 City Council Regular Session Minutes

Councilor Parsons pulled items D and E.

Councilor Herrera moved for adoption of Items A, B, C, F, G, H and I of the Consent Calendar. Councilor Reid seconded. Motion passed as follows:

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

At the request of Councilor Parsons Mr. Johnson and Mr. Eppley provided additional information and clarification on **Item D** noting that it is primarily a service to city customers and effects apartment complexes and commercial development.

Mr. Johnson pointed out a language change on page 112 of **Item E**: “relative to ~~the adjacent street level~~ *the front lot corner elevation*”.

Councilor Herrera moved for approval of Items D and E of the Consent Calendar as amended. Councilor Reid seconded. Motion passed as follows:

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

**COUNCIL LIAISON
REPORTS**

Councilor Herrera reported on meetings he had attended, thanked Mayor Clark for covering the Parks Board meeting while he worked at the Little League World Series in Portland, praised Sprague High School Little League and thanked volunteers with the Little League in general. He also announced the upcoming Serve Fest by Lakepoint Church at Claggett Creek Middle School.

Councilor Parsons reported on meetings and events she had attended and announced the upcoming Percy, and Teacher Appreciation events and a back to school fundraiser.

Councilor Reid reported on Stormwater Advisory Committee and Neighborhood Night Out and announced that school will be starting soon and hopefully construction will be cleaned up in time to accommodate students and the community.

Councilor Kohler reported on various meetings he had attended, announced new Cherriots services.

Mayor Pro Tem Freeman echoed comments made regarding National Night Out and shared information from various meetings and events she had attended. She reviewed current volunteer openings and reminded everyone that Neighborhood Association meetings will start up again in September.

OTHER BUSINESS

Public Works Director Bill Lawyer provided an update of River Road paving, the shade sails at the Big Toy and the 14th and Lockhaven project.

Community Development Director Nate Brown reported that the Planning Commission had reviewed the Revitalization Plan and recommended forwarding it to Council. Staff is working with the consultants who will be making a presentation to Council. The Housing Needs Analysis and Buildable Lands Inventory has not been brought to Council because when a City’s HNA/BLI demonstrates a deficit, the City cannot move forward and adopt the report until they show how the deficits are being addressed. Staff is working on a plan of action.

**WRITTEN
COMMUNICATIONS**

None

AGENDA INPUT

September 3, 2019 (Tuesday) ~ 7:00 p.m. ~ City Council Regular Session

September 9, 2019 - 6:00 p.m. ~ City Council Work Session – Keizer Parks Tour

September 16, 2019 - 7:00 p.m. ~ City Council Regular Session

ADJOURNMENT Mayor Pro-Tem Freeman adjourned the meeting at 8:07 p.m.

MAYOR:

APPROVED:

~ Absent ~
Cathy Clark

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Laura Reid

Councilor #4 – Roland Herrera

Councilor #2 – Kim Freeman

~ Absent ~
Councilor #5 – Elizabeth Smith

Councilor #3 – Marlene Parsons

Councilor #6 – Daniel R. Kohler

Minutes approved: 09-03-19