



**MINUTES**  
**KEIZER CITY COUNCIL**  
**Monday, December 2, 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  
Daniel Kohler, Councilor  
Marlene Parsons, Councilor  
Laura Reid, Councilor  
Roland Herrera, Councilor  
Elizabeth Smith, Councilor

**Staff:**

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

**Absent:**

Youth Councilor Christopher Wolfert

**FLAG SALUTE**

Boy Scouts from Troop 167 led the pledge of allegiance.

**SPECIAL ORDERS OF BUSINESS**      None

**COMMITTEE REPORTS**                      None

**PUBLIC TESTIMONY**

*Carol Doerfler*, Keizer, invited everyone to donate to the food barrels that the West Keizer and Southeast Keizer Neighborhood Associations have placed at Copper Creek Mercantile and Bi-Mart. Additional barrels are located at Uptown Music, Tony's Kingdome of Comics and Elks Lodge.

*Paula Guiles*, Keizer Community Library, thanked Council for their continued support, noted that the library made over \$2,000 with the last book sale, and provided information regarding planned and current programs in place at the library and volunteering.

*Bob Busch*, Keizer, invited everyone to the next Keizer Homegrown Theater production of Santa Land Diaries and to the Salem Carousel on December 11 for free rides from 6 to 8 p.m. sponsored by the Keizer Church of Christ.

**PUBLIC HEARING**  
**a. Public Meeting**

*Mayor Clark opened the Public Hearing.*

**to Discuss  
Severely Rent  
Burdened  
Status of the  
City of Keizer**

Mr. Brown summarized his staff report, fielded questions and provided clarification regarding system development charges.

*Michael DeBlasi*, Keizer, suggested that parking standards be changed to allow more room for housing and that changes be made in the overall housing mix allowed.

*Teri Anderson*, Keizer, explained that the everyday person is seeing a severe rent increase which is making it impossible for them to become homeowners. She questioned if increased rents are due to higher taxes and fees paid by landlords or if they are simply funding family vacations and savings accounts. She also noted that the recent legislation has caused an increase in rent because landlords want to get their high rents before the cap takes effect.

Discussion followed regarding the burdens of landlords, the recent rent legislation and housing of the homeless.

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

Councilor Freeman moved that the Keizer City Council direct staff to submit the required information to the State as required by House Bill 4006. 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. Text  
Amendment to  
Keizer  
Development  
Code Section  
2.403 (Shared  
Housing  
Facilities)**

*Mayor Clark opened the Public Hearing.*

Mr. Brown summarized his staff report.

There was no public testimony. Following discussion regarding the square footage cap, preserving neighborhood structure, classification of ADUs, property tax, and using ADUs to alleviate the housing crisis, Council agreed by consensus that they did not want to change the square footage from 750 to 900.

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

Councilor Freeman moved that the Keizer City Council direct staff to prepare an ordinance with the findings with a cap for the detached ADU staying at 750 square feet and the allotment for the attached ADU at a 60/40 split. 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. RESOLUTIONS –** *Mayor Clark opened the Public Hearing.*
- Authorizations for Supplemental Budgets – Administrative Services Contingency, General Fund – Police Department, and Community Center Fund – Staffing** Finance Director Tim Wood summarized his staff report and fielded questions from Council regarding a donation received from Advantage Heating to the Police Department and Community Center staffing.
- With no further testimony, Mayor Clark closed the Public Hearing.*
- Councilor Freeman moved that the Keizer City Council adopt a Resolution for Authorization for Supplemental Budget – Administrative Services Contingency, a Resolution for Authorization for Supplemental Budget – General Fund – Police Department, and a Resolution for Authorization for Supplemental Budget – Community Center Fund – Staffing. 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** *Taken out of order.*
- a. RESOLUTION – Authorizing Temporary Signage Subject to Conditions for In-N-Out Opening** Community Development Director Nate Brown summarized his staff report and fielded questions regarding parking, traffic direction, signage, police participation, routing of traffic, and outreach to other businesses.
- Councilor Freeman moved that the Keizer City Council adopt a Resolution Authorizing Temporary Signage Subject to Conditions for In-N-Out Opening. 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 Mayor to Send Letter of Support to League of Oregon Cities for Revisions to the Bylaws to Create a People of Color Caucus** City Attorney Shannon Johnson summarized his staff report.
- Mayor Clark noted that Sean O’Day is the Executive Director of the Mid-Willamette Valley Council of Governments. Councilor Herrera thanked Mr. O’Day for his help in this issue. Discussion followed regarding inclusivity and diversity, the need for more information, the Latino Business Alliance, the makeup of the caucus and whether or not this issue should have been on the agenda.
- Councilor Freeman moved that the Keizer City Council adopt a Resolution authorizing the Mayor to send a letter of support to the League of Oregon Cities. 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 – Amending the Charter Review Committee; Amending Resolution No. R2019-3001
- b. RESOLUTION – Authorizing City Manager to Award and Enter Into an Agreement with C&M Excavation & Utilities LLC for Water Main Replacement Project 2019-2020
- c. RESOLUTION – Declaring the House at 1900 Chemawa Road North, Keizer Oregon to be Surplus and Authorizing its Demolition; Repeal of Resolution R2019-2980
- d. Approval of November 18, 2019 City Council Regular Session Minutes  
Mayor Clark pulled item d of the Consent Calendar.

Councilor Freeman moved for approval of items a through c 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)

Mayor Clark corrected two items on the Minutes.

Councilor Freeman moved for approval of the November 18, 2019 City Council Regular Session Minutes as corrected. 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)

## COUNCIL LIAISON REPORTS

Councilor Kohler announced several holiday events coming up and thanked Councilors for their help at the recent Community Dinner.

Councilor Reid announced additional activities coming up and praised Keizertimes for their thorough posting of holiday events.

Councilor Freeman provided information about West Keizer Neighborhood Association, urged drivers to be cautious of pedestrians at night, and thanked the volunteers who put up the decorations on River Road.

Councilor Smith thanked Councilor Kohler for arranging for the Council to serve at the Community Dinner and thanked Carol Doerfler for getting the word out about the food boxes.

Councilor Parsons announced the upcoming Chamber Government Affairs meeting and the Latino Business Alliance meeting.

Councilor Herrera announced upcoming meetings and events and reminded everyone to be nice to retail workers and servers.

Mayor Clark reviewed various meetings and events she had attended and announced upcoming ones and voiced opposition to the Volcanoes being cut from major league baseball.

**OTHER BUSINESS** City Recorder Tracy Davis announced that the recruitment for the Community Center position was open until January 5.

Chief Teague reviewed holiday event times and road closures.

Nate Brown announced that the annual quilt display is hanging in the gallery.

**WRITTEN COMMUNICATIONS** Mayor Clark noted that a thank you note for warm hospitality and good customer service received from Allison Sebern and Kristian Bouvier had been received from some people who had used the community center.

She also noted for the record that a written testimony was received from Kevin Walker voicing concern about the opening of In 'n Out Burgers.

**AGENDA INPUT** December 9, 2019 – 7:00 p.m. – City Council Work Session on Emergency Preparedness  
December 16, 2019 – 7:00 p.m. – City Council Regular Session  
January 2, 2020 – 7:00 p.m. – City Council Regular Session

**ADJOURNMENT** Mayor Clark adjourned the meeting at 9:16 p.m.

MAYOR:

APPROVED:

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Cathy Clark

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Debbie Lockhart, Deputy City Recorder

**COUNCIL MEMBERS**

\_\_\_\_\_  
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: 12-16-19