



**MINUTES**  
**KEIZER CITY COUNCIL**  
**Tuesday, February 18, 2020**  
**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  
Elizabeth Smith, Councilor  
Roland Herrera, 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:**

Laura Reid, Councilor

**FLAG SALUTE**

Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS OF BUSINESS**

**a. Moment of  
Silence – Keizer  
Police Officer  
Dan Carroll**

Mayor Clark shared information about the Celebration of Life for Officer Dan Carroll that was held earlier in the day and thanked Salem Police for covering for Keizer so that Keizer Officers could attend the event.

**b. Keizer Channel  
23 – Rex  
Robertson**

*Rex Robertson* explained that he was attending the meeting in response to a request to provide closed captioning for Council meetings. He explained that live captioning is available because the meetings are 'streamed' using YouTube and can be viewed both live and on demand. Closed captioning for on demand viewers is also available on all videos for Keizer TV. Because of this, he noted, the cost of going with an outside service for this option would not be of benefit. The other captioning is 'human type' captioning which would take it to the next level but this option does not work on mobile devices. He shared information about this service and asked Council to explore the options available: free YouTube vs. paying approximately \$10,000 per year for 'human captioning'. He noted that REV (one of the companies that does the 'human captioning') has offered to do one complimentary meeting so that Council can compare the two formats. Discussion followed regarding soliciting feedback from people who use the captioning service and the need to have a notice at the beginning of the program directing people to

the KeizerTV.com YouTube site. It was noted that closed captioning is not available on the K23 reruns.

**c. Marion County  
Tobacco  
Substance  
Abuse  
Prevention  
Presentation**

*Susan McLaughlin*, Substance Abuse Prevention Specialist, and *Margaret McNamara*, Health Educator in the Tobacco Education Prevention Program, both with Marion County, shared a slide presentation about the program.

**COMMITTEE  
REPORTS**

*Mark Caillier*, Keizer, reported that the Planning Commission had reviewed and accepted changes on access easement and tree planting codes. He also announced the upcoming Civic Center Cleanup event.

*Mike Pantalone*, Keizer, reported on the Parks Board meeting which included discussion hole repair in the dog park, individual park reports from Board members, staff reporting on the demolition of the house at Keizer Rapids Park and phonograph records found and now on display in the lobby.

**PUBLIC  
TESTIMONY**

Hersch and Mary Ann Sangster announced the Monster Cookie Bike Ride, the oldest recreational ride in Oregon, and urged interested parties to register at [www.bikereg.com/monstercookie](http://www.bikereg.com/monstercookie). Registration forms are also available at bike shops and REI.

**PUBLIC HEARING**

*Mayor Clark opened the Public Hearing.*

**a. RESOLUTION –  
Exemption of  
the Brand Name  
Specifications  
Purchase of  
Goods from  
Competitive  
Bidding and  
Purchasing  
Carpet Tile for  
Community  
Center Halls**

City Attorney Shannon Johnson summarized his staff report.

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

Councilor Freeman moved that the Keizer City Council adopt a Resolution Exemption of the Brand Name Specifications Purchase of Goods from Competitive Bidding and Purchasing Shaw Contract Think Tile Colors Achieve 86760 and Escape 86505 Brand Name Carpet Tile for Community Center Halls. Councilor Herrera seconded. Motion passed as follows:

AYES: Clark, Freeman, Parsons, Herrera, Smith and Kohler (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Reid (1)

**ADMINISTRATIVE  
ACTION**

City Manager Chris Eppley summarized his staff report.

**a. Community  
Center Fee  
Waiver Request  
– Keizer**

*Paula Guiles*, Keizer, shared information about the Keizer Community Library; its books and its programs.

Councilor Freeman moved that the Keizer City Council waive the fees for an additional book sale in March. Councilor Herrera seconded. Motion passed as follows:

**Community Library Book Sale**

AYES: Clark, Freeman, Parsons, Herrera, Smith and Kohler (6)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: Reid (1)

**b. Request for Allowance of Additional Dates at Keizer Rotary Amphitheatre**

City Attorney Shannon Johnson summarized his staff report.  
Clint Holland, Keizer, explained that all dates have not been finalized but many bands are planned and attendance is growing every year.  
Councilor Freeman moved to add the three additional dates to the Keizer Rotary Amphitheatre and Keizer Homegrown Theater schedules and that payment of the application fee and deposit for the events be required.  
Councilor Herrera seconded. Motion passed as follows:

AYES: Clark, Freeman, Parsons, Herrera, Smith and Kohler (6)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: Reid (1)

**c. Keizer Little League Long Range Planning Task Force Recommendations**

City Manager Chris Eppley read his staff report. Mayor Clark thanked all the members of the Task Force for their long-term dedication and input.  
*Rob Tavares*, Keizer, member of the Keizer Little League Park Long Range Planning Task Force, stated that he felt strongly that the mission of the task force was not completed and the options being considered tonight should not be considered by Council. He stated that he felt the long-term lease is not a good option because it does not change anything for McNary Youth Baseball and that options that had been discussed during the 15-month tenure of the task force had been discarded and staff had developed different options for recommendation to Council. He concluded stating that the City should take over the operation and maintenance of the park which is option number 3 in the staff report.

*Clint Holland*, Keizer, reviewed the funds and improvements that the City has put into the Keizer Little League Park, the work that still needs to be done and the countless volunteer hours and funds that have gone into the complex. He concluded noting that slot fees should be raised in order to cover more than just 'wear and tear' of the complex and he recommended getting someone other than the City to operate the facility with a long-term lease. Discussion took place regarding donations, turfing, tournaments, irrigation and slot fees.

*Matt Lawyer*, Keizer, expressed the opinion that the new generation of volunteers is not willing to spend the kind of time necessary to maintain the KLL complex in the manner that is necessary for long-term sustainability. As evidenced in the membership of the task force alone, the turnover is great and therefore the continuity is disrupted. He reviewed various options that were discussed but, though initially

avored, they ultimately died for various reasons. He provided detailed information on the impact and possibility of the City managing the complex, voiced support for the RFP long-term lease and management, but stressed the importance of ensuring that the complex is run for the children of Keizer to use first.

*Todd Walling*, Salem, West Coast Premier Tournaments, provided information about the organization and upcoming tournaments.

*Jeff Davis*, Keizer, voiced support for the long-term lease or management agreement (Option 2 in Staff Report) noting that although he likes to volunteer he does not see that same interest in his peers. He added that the park needs to be brought up to better standards and that he did not think volunteers or City staff are prepared to do that, so it seemed appropriate to try a different model.

Councilor Freeman moved that the City Council adopt Option 2 as outlined in the staff report. Councilor Herrera seconded.

Councilor Freeman noted that although she would like the City to manage the park, she knows it is not feasible at this time and that she felt the facility should go beyond baseball and softball. She stressed the importance of drafting a correct proposal with the correct information to make this option successful.

Councilor Parsons echoed Councilor Freeman adding that this does not mean that Council thinks any one entity did a bad job, the project has just grown and there are not enough volunteers to sustain it.

Councilor Kohler agreed with both Councilors, commended both baseball organizations for their efforts, expressed concern over the RFP process, but agreed that Option 2 was the most likely to be sustainable.

Mayor Clark noted that it was important for the facility to benefit the youth and for the City to invest money and staffing to get the best value for the community and that she felt that Option 2 was the best option to do that.

Motion passed as follows:

AYES: Clark, Freeman, Parsons, Herrera, Smith and Kohler (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Reid (1)

**d. ORDER –  
Designating “No  
Parking” Zone  
in Certain Area  
of Willow Lake  
Road North,**

Public Works Director Bill Lawyer summarized his staff report and fielded questions.

Councilor Freeman moved that the Keizer City Council adopt an Order Designating “No Parking” Zone in Certain Area of Willow Lake Road North, Keizer, Oregon. Councilor Herrera seconded. Motion passed as follows:

**Keizer, Oregon**

AYES: Clark, Freeman, Parsons, Herrera, Smith and Kohler (6)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: Reid (1)

**CONSENT  
CALENDAR**

a. Approval of February 3, 2020 City Council Regular Session Minutes

A correction was made to the Minutes. Councilor Freeman moved for approval of the Consent Calendar. Councilor Herrera seconded. Motion passed as follows:

AYES: Clark, Freeman, Parsons, Herrera, Smith and Kohler (6)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: Reid (1)

**COUNCIL LIAISON  
REPORTS**

Councilor Kohler reviewed meetings he had attended and announced upcoming ones and noted that there would be a time change during Lent for Keizer Community dinners.

Councilor Freeman thanked Officer Copeland and Chief Teague for the recent Police Academy session, reviewed past meetings and announced future ones.

Councilor Smith announced that she had been assigned the task of getting the word out regarding the Census and would be doing Facebook posts and videos to explain why it is important. She asked everyone to share the information with their Facebook friends and others.

Councilor Parsons reviewed past meetings, announced upcoming ones and thanked Salem Police for covering in Keizer so that the Keizer Police Department could attend the Celebration of Life for Dan Carroll.

Councilor Herrera reviewed meetings he attended and announced upcoming ones.

Mayor Clark reviewed meetings she had attended and announced upcoming ones sharing information about each of them.

**OTHER BUSINESS**

Finance Director Tim Wood announced the upcoming Audit Committee meeting.

Chief Teague thanked organizations that had helped in the Celebration of Life for Dan Carroll.

Community Development Director Nate Brown provided an update on the Transportation Study noting that the consultant had indicated that because of the condition of 35<sup>th</sup> and Quinaby, the strong recommendation was to move forward with Option 2b on River Road.

City Attorney Shannon Johnson brought attention to the Comcast Extension on the dais.

Councilor Smith disclosed that her husband works for Comcast which is a conflict of interest so she would abstain from discussion and vote on this matter.

Mr. Johnson then summarized his staff report.

Councilor Freeman moved to suspend the rules to act on this item.

Councilor Herrera seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: Smith (1)

ABSENT: Reid (1)

Councilor Freeman moved that the Keizer City Council adopt a Resolution Approving Extension of the Cable Television Franchise Agreement with Comcast of Oregon, Inc., (Formerly known as Far-West Communications, Inc., dba AT&T Cable Services). Councilor Herrera seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: Smith (1)

ABSENT: Reid (1)

## **WRITTEN COMMUNICATIONS**

Mayor Clark read a note and article from Shirley Carlson about the Community Connect event in Juneau Alaska and an email from Salem Keizer School District Superintendent Christy Perry asking her to sign a letter to Hasbro regarding a new suicide prevention Board Game called Keizeropoloy, proceeds of which would be used to fund a non-profit organization to support suicide prevention. She added that she had signed the letter and would keep Council apprised of the response.

## **AGENDA INPUT**

March 2, 2020, 7:00 p.m. - City Council Regular Session

March 9, 2020, 6:00 p.m. – City of Keizer Long Range Planning Task Force

March 16, 2020, 7:00 p.m. - City Council Regular Session

## **ADJOURNMENT**

Mayor Clark adjourned the meeting at 10:02 p.m.

MAYOR:

APPROVED:

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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: 03-02-20