



MINUTES
KEIZER CITY COUNCIL
Monday, May 4, 2020
Keizer Civic Center, Council Chambers
Keizer, Oregon

- CALL TO ORDER** Mayor Clark called the ‘virtual’ meeting to order at 7:00 pm. Councilors participated through the Zoom app. 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
Laura Reid, Councilor
Staff:
Chris Eppley, City Manager
Shannon Johnson, City Attorney
Nate Brown, Community Development
Bill Lawyer, Public Works Director
John Teague, Police Chief
Tim Wood, Finance Director
Tracy Davis, City Recorder
- FLAG SALUTE** Mayor Clark led the pledge of allegiance.
- SPECIAL ORDERS OF BUSINESS** Mayor Clark announced the passing Jill Bonney-Hill who had served on the Keizer Points of Interest Committee since 2009, reviewed all the projects that she was instrumental in completing and noted that she was a special person and would be missed. Councilor Herrera, Council liaison to the committee shared additional thoughts about Ms. Bonney-Hill.
- COMMITTEE REPORTS** None
- PUBLIC TESTIMONY** None
- PUBLIC HEARING** *Mayor Clark opened the Public Hearing.*
- a. Liquor License – Change of Ownership for Town and Country Lanes (New Owner Brothers of Valor)** City Manager Chris Eppley read his staff report noting that the youth center will be in the upstairs portion of the building and the liquor will be served downstairs in the bowling alley section. Mayor Clark confirmed that the name was “Brothers of Valor” (plural).
With no further testimony Mayor Clark closed the public hearing.
Councilor Freeman moved that the Keizer City Council approve the application for a Liquor License for Brothers of Valor under the guidelines established by ORS 471.178 and the Ordinances of the City of Keizer and forward the application 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)

- a. **RESOLUTION** – *Mayor Clark opened the Public Hearing.*
Authorization for Supplemental Budget – General Fund – Non-Departmental Resources and Non-Departmental Requirements
Finance Director Tim Wood summarized his staff reports for the first two resolutions and fielded questions.
With no further testimony, Mayor Clark closed the Public Hearing.
Councilor Freeman moved that the Keizer City Council adopt a Resolution Authorization for Supplemental Budget – General Fund – Non-Departmental Resources and Non-Departmental Requirements. 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)
- RESOLUTION** – Councilor Freeman moved that the Keizer City Council adopt a Resolution Authorization for Supplemental Budget – General Fund – Non-Departmental Resources. Councilor Herrera seconded. Motion passed unanimously as follows:
Authorization for Supplemental Budget – General Fund – Non-Departmental Resources
AYES: Clark, Reid, Freeman, Parsons, Herrera, Smith and Kohler (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)
- RESOLUTION** - Councilor Freeman moved that the Keizer City Council adopt a Resolution Authorization for Supplemental Budget – Street Fund. Councilor Herrera seconded. Motion passed unanimously as follows:
Authorization for Supplemental Budget – Street Fund
AYES: Clark, Reid, Freeman, Parsons, Herrera, Smith and Kohler (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)
- RESOLUTION** – Councilor Freeman moved that the Keizer City Council adopt a Resolution Authorization for Supplemental Budget – Administrative Services Fund. Councilor Herrera seconded. Motion passed unanimously as follows:
Authorization for Supplemental Budget – Administrative Services Fund
AYES: Clark, Reid, Freeman, Parsons, Herrera, Smith and Kohler (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

ADMINISTRATIVE ACTION

a. ORDINANCE – Amending Keizer Development Code Regarding Section 2.203 AND Section 2.312

City Attorney Shannon Johnson summarized his staff report.

Councilor Freeman moved that the Keizer City Council Adopt a Bill for an Ordinance Amending Keizer Development Code Regarding Section 2.203 (Permitted Uses Generally) AND Section 2.312 (Yard and Lot Standards); Amending Ordinance 98-389. 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. Keizer Police Department Report on Disbursement of Petty Cash Funds Fiscal Year 2019/2020
- b. Approval of April 20, 2020 City Council Regular Session Minutes

Councilor Freeman moved that the Keizer City Council approve 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)

COUNCIL LIAISON REPORTS

Councilor Smith announced that the final document will be reviewed by the Charter Review Committee on Tuesday and then be sent to Council. She encouraged everyone to study the Charter in order to understand how the City runs. Mayor Clark thanked the Committee and staff noting that there will be opportunity for public comment at the Council level before the final ballot title is crafted.

Councilor Parsons announced upcoming meetings and her retirement.

Councilor Reid reported on events she had participated in, explained that on-line learning is underway, announced that McNary construction is on schedule and that Southeast Keizer Neighborhood Association will not meet again until this fall. She also thanked Public Works for the improvements on Delight Street.

Councilor Kohler reported on events he had participated in, announced cancellations and upcoming Budget meetings and thanked Bill Lawyer and Public Works for their work on the Park Meadow River Road access.

Councilor Freeman wished mothers and mothers-to-be a Happy Mother’s Day, urged drivers to slow down in residential areas, announced meeting cancellations and the Budget and Charter Review Committee meetings. She urged citizens to review the Budget and the Charter.

Mayor Clark reported on meetings she had participated in, announced upcoming ones, and thanked everyone and the Chamber for supporting

local businesses and local non-profits. She provided information about the upcoming Annual Mayor's Prayer Breakfast and announced that the Keizer Fire Mother's Day breakfast was cancelled.

Councilor Herrera could not report due to technical difficulties. Mayor Clark, on his behalf, urged everyone to complete the 2020 Census.

OTHER BUSINESS Finance Director Tim Wood announced upcoming Budget Committee meetings and that copies are available on line or hard copies at City Hall.

Community Development Director Nate Brown provided a status update of the small business grant program noting that the deadline is May 7. Staff will go through applications to check criteria and qualify as many as possible and then the winning applications will be drawn out of a bucket.

Chief Teague reported that no officers have missed any days due to Covid-19, the academy attendee will go back for the final three weeks, and then the department will be at full staffing.

WRITTEN COMMUNICATIONS None

AGENDA INPUT May 11, 2020 - 6:00 p.m. – City of Keizer Budget Committee Meeting
May 12, 2020 - 6:00 p.m. – City of Keizer Budget Committee Meeting
May 14, 2020 (if necessary) - 6:00 p.m. – City of Keizer Budget Committee Meeting
May 18, 2020 - 7:00 p.m. - City Council Regular Session
June 1, 2020 - 7:00 p.m. - City Council Regular Session

ADJOURNMENT Mayor Clark adjourned the meeting at 8:16 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: 05-18-20