



**MINUTES**  
**KEIZER CITY COUNCIL**  
**Monday, July 6, 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  
Laura Reid, Councilor

**Staff:**

Chris Eppley, City Manager  
Shannon Johnson, City Attorney  
Shane Witham, 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**

**COMMITTEE REPORTS**

**a. Volunteer  
Coordinating  
Committee  
Recommendations  
for Appointment  
– Keizer Public  
Arts  
Commission  
and Keizer  
Points of  
Interest  
Committee**

City Manager, Chris Eppley, reported that following publication of notice of vacancies on the Keizer Points of Interest Committee (KPIC) and the Public Arts Commission (KPAC) and acceptance of testimony from applicants, the Volunteer Coordinating Committee unanimously recommended Kathleen Engles to fill position 6, on KPIC and Andrea Madison, Beth Melendy and Michele Roland-Schwartz for to fill positions 2, 5 and 1 respectively on KPAC.

Councilor Freeman moved that the Keizer City Council accept the Volunteer Coordinating Committee recommended appointments.  
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)

**PUBLIC  
TESTIMONY**

*Paul Richard Rodriguez*, Keizer, reviewed details of the Keizer Station Local Improvement District and suggested that if the bonds were refunded it would benefit those within the District. Finance Director Tim Wood explained the complex process necessary to renegotiate noting that assessments would go down so the City could potentially lose

money in receipts as well as having to incur the cost of Bond Counsel.

*Eric Howald*, Keizer, invited the public to the 'Keizer Pandemic Project' on Saturday, July 11, which will document history of the current pandemic through interviews and personal stories.

## **PUBLIC HEARING**

### **a. Cherry's Nagani – Liquor License Application (Change of Ownership)**

*Mayor Clark opened the Public Hearing.*

City Manager Chris Eppley read his staff report.

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

Councilor Freeman moved that the Keizer City Council recommend approval of the application for Cherry's Nagani under the guidelines established by ORS 471.178 and the Ordinances of the City of Keizer and to forward this recommendation 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)

### **b. Keizer Development Code (KDC) Amendments - Section 3.106, Section 3.107, and Section 3.108**

*Mayor Clark opened the Public Hearing.*

Interim Community Development Director Shane Witham summarized his staff report, fielded questions from Council and provided clarification.

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

Councilor Freeman moved to direct staff to prepare an ordinance with findings to adopt the proposed revisions. 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. Charter Revisions – Continued**

*Mayor Clark reopened the Public Hearing.*

City Attorney Shannon Johnson summarized his staff report. Mayor Clark urged everyone to take the time to read the comments included in the packet.

*Pat Fisher*, Keizer, explained that although she was a member of the Charter Review Committee, she was speaking tonight as an individual citizen. She thanked Mr. Johnson, his assistant Tammie Harms, and Chair Elizabeth Smith for well-organized meeting materials and smooth and inclusive meeting management and expressed support for removal of Section 44 from the Charter. She urged Council to immediately take up the issue of inclusivity and non-discrimination by resolution or

administrative policies and reach out to the community regarding the possibility of changing the method of electing City Councilors so that Council membership reflects a variety of views within Keizer.

Councilor Herrera expressed the opinion that the City owes the <sup>1</sup>LGBTQ community an apology for having Section 44 in the Charter for so long.

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

Councilor Freeman moved that the Keizer City Council direct staff to return with the Charter revision with the suggested changes as shown in the fifth column of the matrix. 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**

### **a. ORDINANCE – Declaring a Local State of Emergency in the City of Keizer as a Result of COVID-19 Pandemic; Declaring an Emergency**

Mr. Johnson read his staff report pointing out specifically Section 3E, the Oregon Health Authority requirement, noting that it will be up to Council to decide if they want to require masks in the Chambers. Lengthy discussion followed regarding the mask requirements.

Councilor Freeman moved that the Keizer City Council adopt a Bill for an Ordinance Declaring a Local State of Emergency in the City of Keizer as a result of Covid-19 Pandemic; Declaring an Emergency; removing Subsection 3E. Councilor Herrera seconded.

Councilors Herrera and Reid voiced support for wearing masks in response to this crisis and as a duty of a responsible citizen.

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 supported posting signage requesting that masks be worn if social distancing cannot be maintained.

### **b. ORDINANCE – Relating to Participation by the City of Keizer in an ORS 190**

Mr. Johnson summarized his staff report. Mayor Clark provided additional details.

Councilor Freeman moved that the Keizer City Council adopt a Bill for an Ordinance Relating to Participation by the City of Keizer in an ORS 190 Agreement to Support the Mid-Willamette Valley Homeless Alliance; Declaring an Emergency. Councilor Herrera seconded. Motion passed

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<sup>1</sup> Amended 7/20/20

**Agreement to Support the Mid-Willamette Valley Homeless Alliance; Declaring an Emergency**

unanimously as follows:  
AYES: Clark, Reid, Freeman, Parsons, Herrera, Smith and Kohler (7)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: None (0)  
Mr. Johnson pointed out that the agreement allows for appointment of a representative. Mayor Clark indicated that she would continue to represent the Alliance and the 190 Board.

**c. ORDINANCE – Regulating Parking and Establishing Enforcement Procedures; Repealing Ordinance 2017-774**

Mr. Johnson summarized his staff report, fielded questions and provided clarification. Mr. Witham and Chief Teague also provided information regarding situations where would-be violators simply drive their vehicle around the block and then re-park it.

Councilor Freeman moved that the Keizer City Council adopt a Bill for an Ordinance Regulating Parking and Establishing Enforcement Procedures; Repealing Ordinance 2017-774. Councilor Herrera seconded.

Councilor Smith urged people to address parking violations through their Homeowners’ Association. Mr. Eppley suggested using neighbor to neighbor contact to get to know neighbors and resolve issues.

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 – Establishing Administrative Fee Relating to Parking Violation Impounds; Repeal of Resolution R2017-2783**

Councilor Freeman moved that the Keizer City Council adopt a Resolution Establishing Administrative Fee Relating to Parking Violation Impounds; Repeal of Resolution R2017-2783. Councilor Herrera seconded.

Mayor Clark asked if there were any comments from the audience. There were none.

Motion passed unanimously as follows:

AYES: Clark, Reid, Freeman, Parsons, Herrera, Smith and Kohler (7)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: None (0)

**d. ORDINANCE – Repealing Ordinance Nos.**

Mr. Johnson summarized his staff report and provided additional information.  
Councilor Freeman moved that the Keizer City Council adopt a Bill for an

**94-309, 94-310, 95-322, 2014-695, and 2014-696; Declaring an Emergency**

Ordinance Repealing Ordinance No. 94-309, Ordinance No. 94-310, Ordinance No. 95-322, Ordinance No. 2014-695, and Ordinance No. 2014-696; Declaring an Emergency. 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 – Establishing Administrative Fee Relating to Impounds**

Councilor Freeman moved that the Keizer City Council adopt a Resolution Establishing Administrative Fee Relating to Impounds for Vehicles Driven by Persons Under the Influence of Intoxicants, Uninsured, Driven by Unlicensed Drivers, Driving While Suspended, and Driving Without Driving Privileges. Councilor Herrera seconded.

Mayor Clark asked if there were any comments from the audience. There were none.

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 – Certification of Delinquent Sewer Accounts
- b. RESOLUTION – Authorizing City Manager to Enter Into Cooperation Agreement for Community Development Block Grant Funds with Marion County
- c. RESOLUTION – Authorizing City Manager to Sign State of Oregon Grant Agreement (Grant No. 13003) for Peer Court Program
- d. Approval of June 1, 2020 City Council Regular Session Minutes
- e. Approval of June 8, 2020 City Council Work Session Minutes
- f. Approval of June 15, 2020 City Council Regular Session Minutes

Mayor Clark noted that she had listened to the June 1 and 15 Council meetings so would be voting on the Minutes.

Councilor Freeman moved that the Keizer City Council approve the Consent Calendar. Councilor Herrera seconded. Motion passed 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 that the Community Dinners have been suspended through July and food boxes are being given away at St.

Edward Catholic Church. He reported on the Chambers Greeters event, praised the Keizer Police Department, and announced upcoming meetings and events.

Councilor Reid reported on the League of Oregon Cities teleconferences and Keizer Heritage Foundation meetings, and urged everyone to donate to local food banks to take care of our citizens.

Councilor Freeman reported on the Community Dinner event, announced the cancelled Planning Commission meeting, the Marion County Commissioners breakfast, and availability of rental assistance funds.

Councilor Smith urged everyone to respond to phone calls from census takers and apologized for not having flags up for Independence Day.

Councilor Parsons announced openings on various volunteer committees and announced upcoming meetings and events.

Councilor Herrera reported on meetings and events that he had attended, announced upcoming ones and the cancellation of the Keizer Points of Interest Committee meeting, and wished all fathers a Happy Father's Day.

Mayor Clark thanked Councilor Freeman for chairing the last two council meetings while she was out of town and David Dahle for his Facebook Live work. She reported on events and meetings she had attended and announced upcoming ones.

**OTHER BUSINESS** Councilors Freeman and Kohler and Mayor Clark commended staff for shade sails at the Big Toy, improvements to area roadways and helpful contractors. Chief Teague, in response to inquiry, explained that there is no support from the State for illegal fireworks enforcement. He shared details from other communities noting that there were only a few incidents in Keizer and that Police warnings to violators were effective.

**WRITTEN COMMUNICATIONS** Mayor Clark read an email received from a resident asking about controlling the use of illegal fireworks. Mayor Clark indicated that she would contact the governor's office about banning fireworks.

**AGENDA INPUT** July 13, 2020 - 6:00 p.m. – City Council Work Session  
July 20, 2020 - 7:00 p.m. - City Council Regular Session  
August 3, 2020 - 7:00 p.m. - City Council Regular Session  
National Night Out – Tuesday, October 6

**ADJOURNMENT** Mayor Clark adjourned the meeting at 9:04 p.m.

MAYOR:

APPROVED:

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Cathy Clark

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Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

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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: 07-20-20