



MINUTES
KEIZER CITY COUNCIL WORK SESSION
Monday, January 11, 2021
Keizer Civic Center, Virtual Meeting
Keizer, Oregon

CALL TO ORDER

Mayor Clark called the meeting to order at 6:00 pm. Roll call was taken as follows:

Present:

Cathy Clark, Mayor
Laura Reid, Councilor
Roland Herrera, Councilor (6:37)
Elizabeth Smith, Councilor
Dan Kohler, Councilor
Ross Day, Councilor
Kyle Juran, Councilor

Staff:

Chris Eppley, City Manager
Shannon Johnson, City Attorney
Shane Witham, Community Development
Tim Wood, Finance Director
Bill Lawyer, Public Works Director
Machell DePina, Human Resources
John Teague, Police Chief
Tracy Davis, City Recorder

DISCUSSION
Keizer City Council
2021-2022
Short Term and Long Term Goals

Mayor Clark explained that some goals are staff driven like master plans and some are Council driven like the Charter review. She referred to a 'conversation starter' that she had sent out: a list of things that had been discussed in the past.

COUNCIL GOALS: Programs and projects that Council and staff have determined to be priorities for the short or long term.

Water Master Plan Update (adopted 2012): Good to review every 10 years. Only project left in CIP is water main replacement. Could wait 15 years for update. However, rate study should be considered within next two years – by 2022. *Keep on Short Term Goals.*

Transportation System Plan (TSP) update (adopted 2009): Identified as necessary but grant dependent because of expense. Action will depend on whether or not a grant is received.

Parks Master Plan Update (in progress): *Keep on Short Term Goals.*

Buildable Lands Inventory/Housing Needs Analysis options: Update to 2019 study is in progress. Expect to have product by June. *Keep on Short Term Goals.*

UGB next steps. Compilation of information followed by comprehensive discussion which leads to Council deciding whether or not to move forward. If No: Plan for additional density; if Yes: much more complicated process and definitely NOT a short term goal. It will take several years and a lot of money.

Making that decision is a short term goal. The BLI/HNA Advisory Committee

unanimously recommended not pursuing the expansion except as a last result which is consistent with the Keizer Visioning Plan. An argument for expansion cannot be justified when there is capacity in the shared system so separation from Salem would be necessary to move forward.

Sidewalk gap and repair program based on recently completed sidewalk inventory and TSP: Funds always put in the budget for this; more data is available than previously. *This is both a short-term and long-term goal.*

Parks Capital Improvement Projects (CIP) and maintenance priority lists: Staff will evaluate how to meet needs on a 3-year cycle. *This is an ongoing task and does not need to be on the Council goals.*

Emergency Preparedness Update: Tested extensively this past year; needs to be updated but how to accomplish this is a challenge. Decisions need to be made to determine the City's capacity vs. that of the County. *Could possibly have a plan for next steps in two years.*

Staff and Resource Strategic Planning: Ongoing list of items are re-ranked with every budget. Police fee will need to be discussed this year. *This is an annual ongoing task and does not need to be on the Council goals.*

Ordinance Codification: This may be short term since there is a possibility that codification can be paid for through COVID funds because when files are digitized they are more accessible to the public. *Keep on Short Term Goals.*

COUNCIL WORK PLAN: Projects and planning that Council has determined to be priorities for the short or long term.

Community Diversity Engagement: Form a work group to explore key things that can be addressed in the next few years and develop action plans. Develop a 'score card' to measure progress and involve/recognize youth. Programs available free of cost on internet. *Herrera, Smith & Reid.*

Council Rules & Procedures Update: In progress. Work Session in February. *Kohler, Smith & Reid*

Volunteer Chair, Committee Member, prospective committee member training development: Training for committee chairs, members and introduction to City committees for prospective committee members. In partnership with Volunteer Coordinating Committee. *Kohler & Day*

Parks Master Plan and parks projects priorities – community outreach and input: Share parks project list with community through outreach. In partnership with Parks Board. *Smith & Herrera*

Housing Disparity and Barriers to Home Ownership in Keizer: Preparation of work sessions, explore partnerships, barriers, programs and legislative or regulatory options for Council discussion and action. *Smith, Juran & Clark.*

Review and discussion regarding 'Other topics from community' in the handout took place with Councilors expressing individual interest in the topics. Additionally Mr. Eppley fielded questions regarding street lighting districts, sidewalks, GIS information availability and timing for adoption.

ADJOURN Mayor Clark adjourned the meeting at 7:37 p.m.

MAYOR:

APPROVED:

Cathy Clark

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Laura Reid

Councilor #4 – Roland Herrera

Councilor #2 – Ross Day

Councilor #5 – Elizabeth Smith

Councilor #3 – Kyle Juran

Councilor #6 – Daniel R. Kohler

Minutes approved: 02-01-21