



MINUTES
KEIZER CITY COUNCIL
Monday, December 6, 2021
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
Elizabeth Smith, Councilor
Laura Reid, Councilor
Daniel Kohler, Councilor
Roland Herrera, Councilor
Kyle Juran, Councilor
Miranda Coleman, Youth Councilor
One Position Vacant

Staff:

Wes Hare, Interim City Manager
Shannon Johnson, City Attorney
Tim Wood, Finance Director
Bill Lawyer, Public Works Director
Rodney Bamford, Police
Shane Witham, Planning Director
Machell DePina, Human Resources
Tracy Davis, City Recorder

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

SPECIAL ORDERS OF BUSINESS

**a. PROCLAMATION
– Human Rights
Day**

Mayor Clark read and signed the proclamation to be displayed in the City Hall lobby and noted that all people in Keizer live out Human Rights every day.

**COMMITTEE
REPORTS**

**a. Volunteer
Coordinating
Committee
Recommended
Appointments**

Interim City Manager Wes Hare summarized his staff report noting that the Volunteer Coordinating Committee was recommending appointment of Katie Brady, Lisa Cejka and Matt Lawyer to the Parks Advisory Board and David Dempster to the Traffic Safety/Bikeways/Pedestrian Committee.

Councilor Smith moved that the Keizer City Council accept the Volunteer Coordinating Committee recommended appointments. Councilor Reid seconded. Motion passed as follows:

AYES: Clark, Reid, Herrera, Smith, Kohler, Day and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: One Position Vacant (1)

Francisco Saldivar reported that the Planning Commission had worked with a consultant on a Code audit related to House Bill 2001 and Senate Bill 458. He urged everyone to participate in the on-line survey.

Hersch Sangster reported that the Traffic Safety/Bikeways/Pedestrian Committee recommended the installation of a pedestrian activated crossing light on Chemawa across from the library and partnering with the School District for another pedestrian activated crossing light at Lockhaven and Celtic Way. The committee also received testimony regarding the Safe Routes to School program, discussed grant opportunities and cancelled the December meeting.

Beth Melendy reported that the Arts Commission approved proposed art from Enrique Sepulveda for utility box art and will be contacting PGE for permission to paint one of their boxes. They also approved art for display during December-January, renewed contracts for sculptures on River Road, explored grant opportunities to fund the splash fountain mosaic and roundabout sculptures and approved the final version of the Arts Master Plan which will be forwarded to Council for approval. Sherree Rodriguez will be recognized at the tree lighting ceremony for her 2021 Holiday Card art. 2021 submissions and previous year's winners are on display in the glass case in the lobby.

PUBLIC COMMENT City Attorney Shannon Johnson summarized his staff report. Mayor Clark asked for input. There were no comments brought forward.

**a. City Manager
Recruitment –
Public
Comment**

Mayor Clark acknowledged for the record a written comment received from Joshua Buckles urging Council to oppose the Salem casino.

Baron Robinson, Salem, founder and Executive Director of 'Kicking Cancer, a local non-profit, shared information about the organization and future activities and distributed a newsletter.

Carol Doerfler, Keizer, President of West Keizer Neighborhood Association, handed out the organization's newsletter and explained that it is the latest way the association is staying connected with the community.

Corrie Falardeau, Keizer Chamber Executive Director, shared information regarding various holiday activities that will be taking place.

PUBLIC HEARING
**a. Ocean Sushi &
Teriyaki Liquor
License
Application**

Mayor Clark opened the public hearing. Wes Hare summarized the staff report. *With no further testimony, Mayor Clark closed the public hearing.*

Councilor Smith moved that the Keizer City Council recommend approval of the application for Ocean Sushi & Teriyaki 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 Reid seconded. Motion passed as follows:

AYES: Clark, Reid, Juran, Herrera, Smith and Kohler (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: One position vacant (1)

ADMINISTRATIVE ACTION
a. RESOLUTION – Authorizing the City Manager to Sign Keizer Rotary Amphitheatre Management Agreement For City Sponsored Concert Series with Keizer Chamber of Commerce

City Attorney Shannon Johnson summarized his staff report.

Public Testimony was heard as follows:

Carol Doerfler, Rick Day and Richard Walsh, Keizer, urged retaining Clint Holland to continue management of the amphitheater and suggested changes in the RFP grading system and criteria.

Alyssa Davis, Keizer, explained that Valor Mentoring and the Chamber will manage the amphitheater jointly and will improve the level of production and communication for events, encourage diverse and dynamic attendance, and offer opportunities to work on production of events to youth.

Clint Holland, Keizer, reviewed the procedure that took place during the request for proposal process and summarized all the work that he does and has done in the past at the amphitheater.

Tim Davis, Keizer, explained that he runs Valor Mentoring and has extensive experience in producing music events making his organization a good fit for providing this service at the amphitheater and urged Council to allow the process to move forward.

Corri Falardeau, noted that the Chamber was honored to follow in the footsteps of Mr. Holland and hoped that he would partner with them and share his expertise. She added that the Chamber and Valor hope to provide an opportunity to area youth to learn stage and music production, grounds maintenance, and food service through this venue.

Discussion then took place regarding specific elements of the contract, reopening the process, the scoring process and volunteer maintenance.

Mike Lowery, Salem, a member of a band that plays at the amphitheater every year, indicated that it is his favorite place to perform but that from the music side he would like to see more professional, consistent production. He noted that Mr. Holland has the operational expertise but the Chamber could provide more professional production. He suggested that perhaps the RFP be divided into ‘Operations’ and ‘Production’.

Councilor Smith moved that the Keizer City Council adopt a Resolution Authorizing the City Manager to Sign Keizer Rotary Amphitheatre Management Agreement For City Sponsored Concert Series with Keizer Chamber of Commerce. Motion died for lack of second.

Councilor Herrera moved that the Keizer City Council direct staff to re-open the RFP process for the Keizer Rotary Amphitheatre Management Agreement For City Sponsored Concert Series for an abbreviated time that is fair to both parties. Councilor Reid seconded.

Discussion followed regarding possible changes to the proposal, who would score the submissions and availability to new proposers.

Motion passed as follows:

AYES: Clark, Reid, Herrera, Smith, Kohler and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: One position vacant (1)

b. Distance Requirement for Marijuana Facilities

Planning Director Shane Witham summarized his staff report. Discussion took place regarding the number of feet being requested and whether or not there is a need for more shops.

Councilor Smith moved to direct staff to set the matter regarding possible amendment of the retail marijuana ordinance distance requirements for public hearing. Councilor Herrera seconded. Motion failed as follows:

AYES: Herrera and Smith (2)

NAYS: Clark, Reid, Kohler and Juran (4)

ABSTENTIONS: None (0)

ABSENT: One position vacant (1)

c. Community Center Rental Fee Waiver – Cascade Pacific Council Boy Scouts of America – Ed Harris Fundraiser

Wes Hare deferred to Councilor Kohler who requested the waiver. Councilor Kohler shared information about the proposed event and the benefits of scouting.

Councilor Smith moved that the Keizer City Council waive the Community Center fees for the Boy Scouts of America Ed Harris Auction waiving the rental fees of \$1,000 and cleaning/security deposit of \$1,150 but collect the staffing costs of \$200. Councilor Reid seconded. Motion passed as follows:

AYES: Clark, Reid, Herrera, Smith, Kohler and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: One position vacant (1)

d. RESOLUTION – Authorizing Finance Director to Submit 2021 Marion County ARPA Funds Application Round 1

Finance Director Tim Wood summarized his staff report.

Wes Hare noted that it would be bad form to reject an offer of assistance from another level of government but this could be rejected later if so desired. Mr. Wood noted also that this opportunity does not appear to have any obligations for managing a program attached to it.

Councilor Smith moved that the Keizer City Council adopt a Resolution Authorizing Finance Director to Submit 2021 Marion County ARPA Funds Application Round 1. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Herrera, Smith, Kohler and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: One position vacant (1)

CONSENT CALENDAR

- A. RESOLUTION – Authorizing City Manager to Sign Marion County Multi Jurisdictional Natural Hazards Mitigation Plan Update Intergovernmental Agreement
- B. Approval of November 8, 2021 Work Session Minutes
- C. Approval of November 15, 2021 Regular Session Minutes

Items B and C were pulled.

Councilor Smith moved for approval of item A of the Consent Calendar. Councilor Reid seconded. Motion passed as follows:

AYES: Clark, Reid, Smith, Herrera, Juran and Kohler (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: One position vacant (1)

Councilor Smith moved for approval of item B of the Consent Calendar. Councilor Reid seconded. Motion passed as follows:

AYES: Clark, Reid, Smith, Herrera and Kohler (5)

NAYS: None (0)

ABSTENTIONS: Juran (1)

ABSENT: One position vacant (1)

Councilor Smith moved for approval of item C of the Consent Calendar. Councilor Reid seconded. Motion passed as follows:

AYES: Clark, Reid, Smith and Kohler (4)

NAYS: None (0)

ABSTENTIONS: Herrera and Juran (2)

ABSENT: One position vacant (1)

OTHER BUSINESS/ STAFF UPDATES

Mr. Hare explained that because of a lack of City Manager applicants, the consultant has indicated that it would be wise to extend the review period until the middle of January. There were no objections to this from Council.

Finance Director Tim Wood urged everyone to conserve water during the sewer reset period to reduce sewer charges for the year.

Officer Rodney Bamford reported that the KPD is in the middle of a hiring process and theft is up 16% over this past year. He urged everyone to lock their vehicles, hide gifts left in cars and pick up packages left on doorsteps quickly and added that Lt. Copeland is a movie star.

Planning Director Shane Witham urged everyone to participate in the on-line open house and survey for housing options related to House Bill 2001.

COUNCIL MEMBER REPORTS

Councilor Juran indicated that he had done the survey and urged everyone else to do so. He reminded everyone about the tree lighting and parade.

Councilor Smith thanked everyone to applied to be on the Community Diversity Engagement Committee.

Councilor Reid reminded everyone of opportunities for service this season and directed attention to the schedule at the Keizertimes website.

Councilor Herrera reported on meetings and events he had attended and announced upcoming ones. He urged everyone to watch out for others when traveling in the dark and to think about how to help someone at Christmas.

Councilor Kohler reported on meetings and events he had participated in and thanked Keizer volunteers for making Keizer a great place to live.

Youth Councilor Miranda Coleman shared information about various McNary events and Christmas service/fundraiser opportunities.

Mayor Clark thanked Councilor Smith for running the work sessions while she was out of town, reported on meetings and events she had attended, announced upcoming ones, and urged everyone to donate to the library or museum.

AGENDA INPUT

December 13, 2021, 6:00 p.m. – Work Session – ROW Fees
December 20, 2021
6:00 p.m. – Special Session – Filling Council Vacancy
7:00 p.m. – City Council Regular Session
January 3, 2022, 7:00 p.m. – City Council Regular Session

ADJOURNMENT

Mayor Clark adjourned the meeting at 9:38 p.m.

MAYOR:

APPROVED:

Cathy Clark

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Laura Reid

Councilor #4 – Roland Herrera

Councilor #2 – Vacant

Councilor #5 – Elizabeth Smith

Councilor #3 – Kyle Juran

Councilor #6 – Daniel R. Kohler

Minutes approved: 12-20-21