



MINUTES
KEIZER CITY COUNCIL
Tuesday, June 21, 2022
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
Daniel Kohler, Councilor
Roland Herrera, Councilor
Kyle Juran, Councilor
Shaney Starr, Councilor
Elizabeth Smith, Councilor

Staff:

Adam Brown, City Manager
Shannon Johnson, City Attorney
Shane Witham, Planning 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. Recognition of Award

R.J. Navarro and *LaTonya Gibbs* thanked Council for efforts being made to make the community more inclusive. They specifically thanked Councilor Roland Herrera for his unwavering support in these efforts and presented him with an award as a token of appreciation.

Councilor Herrera expressed gratitude for the award noting that many others are part of this effort as well.

b. Introduction of Newly Hired Keizer Police Officer and Reserve Officer

Police Chief John Teague introduced Police Officer Robert Cheek and Reserve Officer Riley Hall sharing details about each.

City Attorney Shannon Johnson issued the Oath of Office to both.

COMMITTEE REPORTS

a. Volunteer Coordinating Committee Recommendations for Appointment

Tracy Davis summarized her staff report.

Councilor Smith moved that the Keizer City Council accept the recommendation of the Volunteer Coordinating Committee and appoint Lore Christopher to position 6 on the Keizer Public Arts Commission term beginning on July 1, 2022 and expiring on June 30, 2025, Angelica Sarmiento-Avendano as the Keizer City Council Youth Councilor for the 2022-2023 school year, Amanpreet Sandhu as the youth liaison to the Keizer Planning Commission for the 2022-2023 school year, and

Katherine Klein as the youth liaison to the Keizer Public Arts Commission for the 2022-2023 school year. Councilor Kohler seconded. Motion passed as follows:

AYES: Clark, Smith, Kohler, Starr and Juran (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Reid and Herrera (2)

**COMMITTEE
REPORTS –
Neighborhood
Associations**

Jacque Green from the Northeast Keizer Neighborhood Association, reported that they would be taking the summer off for marketing and connecting with neighbors to see what they would like in the community.

Tammy Kunz, Keizer, explained that the Kennedy Neighborhood Family Council is a new group in the community looking for positive connections and offering support to families. They hope to collaborate with the Keizer Library and high school students to increase reading skills and help families which autistic children. Mayor Clark and Councilor Starr suggested resources to assist with this effort.

PUBLIC COMMENT Mayor Clark acknowledged receipt of an email from Leslie Burke regarding Keizer and the Pride flag.

PUBLIC HEARING *Mayor Clark opened the Public Hearing.*

a. RESOLUTION –
Authorizing
Sole-Source
Procurement
Contracts with
ROW
Consultants
LLC for the
Purpose of
Assisting with
Drafting of a
Right-of-Way
Ordinance and
Managing the
Usage of the
Right-of-Way

City Attorney Shannon Johnson summarized his staff report, explained what is meant by the term ‘right-of-way’, and fielded questions regarding the cost to members of the community.

Finance Director Tim Wood reminded everyone that the City has several programs available to help those struggling to pay their utility bills.

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

Councilor Smith moved that the Keizer City Council adopt a Resolution Authorizing Sole-Source Procurement Contracts with ROW Consultants LLC for the Purpose of Assisting with Drafting of a Right-of-Way Ordinance and Managing the Usage of the Right-of-Way. Councilor Kohler seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Reid (1)

**ADMINISTRATIVE
ACTION**

a. ORDINANCE –
Amending
Keizer
Development

City Attorney Shannon Johnson summarized his staff report.

Councilor Smith moved that the Keizer City Council adopt an Ordinance Amending Keizer Development Code Regarding Middle Housing and Related Matters; Amending Keizer Comprehensive Plan; Amending Ordinance 98-389 and Ordinance 87-077; Declaring an Emergency. Councilor Kohler seconded. Motion passed as follows:

- Code Regarding Middle Housing and Related Matters** AYES: Clark, Herrera, Smith, Kohler, Starr and Juran (6)
 NAYS: None (0)
 ABSTENTIONS: None (0)
 ABSENT: Reid (1)
- b. RESOLUTION – Authorizing City Manager to Sign Marion County ARPA Funds Subrecipient Agreement BO-4567-22** City Manager Adam Brown summarized his staff report.
Councilor Smith moved that the Keizer City Council adopt a Resolution Authorizing City Manager to Sign Marion County ARPA Funds Subrecipient Agreement BO-4567-22. Councilor Kohler seconded. Motion passed as follows:
 AYES: Clark, Herrera, Smith, Kohler, Starr and Juran (6)
 NAYS: None (0)
 ABSTENTIONS: None (0)
 ABSENT: Reid (1)
- c. RESOLUTION – Amending the Keizer Personnel Policy Manual Regarding Motor Duty Pay Under the Compensation Section** City Manager Adam Brown summarized his staff report. Police Chief Teague provided clarification and additional information.
Councilor Smith moved that the Keizer City Council adopt a Resolution Amending the Keizer Personnel Policy Manual Regarding Motor Duty Pay Under the Compensation Section; Amending Resolution R2010-2040. Councilor Kohler seconded. Motion passed as follows:
 AYES: Clark, Herrera, Smith, Kohler, Starr and Juran (6)
 NAYS: None (0)
 ABSTENTIONS: None (0)
 ABSENT: Reid (1)
- CONSENT CALENDAR**
- A. RESOLUTION – Declaring the City’s Intent to Initiate a Street Lighting Local Improvement District (Ryden Forest) and Directing the City Engineer to Make a Survey and File a Written Report with the City Recorder
 B. RESOLUTION – Certification of Delinquent Sewer Accounts
 C. Approval of June 6, 2022 Regular Session Minutes
 D. Approval of June 7, 2022 Work Session Minutes
- Councilor Starr pulled items C and D.
Councilor Smith moved for approval of items A and B of the Consent Calendar. Councilor Kohler seconded. Motion passed as follows:
 AYES: Clark, Herrera, Smith, Kohler, Starr and Juran (6)
 NAYS: None (0)
 ABSTENTIONS: None (0)
 ABSENT: Reid (1)
- Councilor Smith moved for approval of items C and D of the Consent Calendar. Councilor Kohler seconded. Motion passed as follows:

AYES: Clark, Herrera, Smith, Kohler and Juran (5)
NAYS: None (0)
ABSTENTIONS: Starr (1)
ABSENT: Reid (1)

OTHER BUSINESS/ STAFF UPDATES City Recorder Tracy Davis reported that the second round of interviews is scheduled for the Community Center Coordinator.

Police Chief Teague reported that the Department is one step away from having 42 police officers.

Public Works Director Bill Lawyer reported that the Big Toy is still closed. It is anticipated that the extended columns will arrive by July 7. Work is being done on the splash pad with the hope that it will open Wednesday if temperatures are over 75°.

COUNCIL MEMBER REPORTS Councilor Juran reported on the recent Northwest Keizer Neighborhood Association meeting.

Councilor Kohler announced volunteer openings, Chamber Concert in the Park, Chamber Board Installation, and the Community Dinner and reported on various meetings and events he had attended.

Councilor Herrera reported on events and meetings he had attended and announced that he would be leaving for the National Association of Latino Elected and Appointed Officials National Conference tomorrow. He also announced the names of recipients of Beacon Awards: Vic Backlund, Tyler Copeland, Lacey Vasas, Colby Sullivan and the Tavera Family.

Mayor Clark congratulated graduating students, reported on various meetings and events she had attended, announced upcoming ones and urged everyone to view the Coffee with Cathy Facebook post featuring McNary Principal, Eric Jespersen.

AGENDA INPUT July 5, 2022 (Tuesday) – 7:00 pm - City Council Regular Session
July 18, 2022 – 7:00 pm - City Council Regular Session
August 1, 2022 – 7:00 pm - City Council Regular Session
August 2, 2022 - National Night Out

ADJOURNMENT Mayor Clark adjourned the meeting at 8:04 p.m.

MAYOR:

APPROVED:

Cathy Clark

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

~ Absent ~

Councilor #1 – Laura Reid

Councilor #4 – Roland Herrera

Councilor #2 – Shaney Starr

Councilor #5 – Elizabeth Smith

Councilor #3 – Kyle Juran

Councilor #6 – Daniel R. Kohler

Minutes approved: 07-05-22