



**MINUTES
KEIZER CITY COUNCIL
WORK SESSION
Monday, December 12, 2022
Keizer, Oregon**

**CALL TO
ORDER**

Mayor Clark called the work session to order at 6:03 p.m. Attendance was taken as follows:

Present:

Cathy Clark, Mayor
Dan Kohler, Councilor
Kyle Juran, Councilor
Shaney Starr, Councilor
Laura Reid, Councilor
Robert Husseman, Councilor Elect
Soraida Cross, Councilor Elect

Staff Present:

Adam Brown, City Manager
Tim Wood, Assistant City Manager
Shane Witham, Planning Director
Machell DePina, Human Resources
Bill Lawyer, Public Works Director
Tracy Davis, City Recorder

Absent:

Elizabeth Smith, Councilor
Roland Herrera, Councilor

DISCUSSION

**a. Review of
2021-2022
City Council
Goals**

Mayor Clark welcomed new councilors and explained the purpose of the meeting. Discussion took place as follows.

SHORT TERM GOALS

Parks Master Plan Update – Completed. Plan reaffirmed system’s needs. Nothing was added to the plan other than adding the little league complex so that it would qualify for SDC funds and changing the field designation, adding an adventure course and removing the indoor sports facility in Keizer Rapids Park. Discussion took place regarding making the KLL complex ADA compliant, linear parks and pocket parks.

Water Rate Structure Study – On hold until needed

UGB Studies and Next Steps – On hold pending completion of strategic planning process.

Emergency Preparedness Update – Working on updates to the plan and leadership. Information provided regarding planning, support and live exercises.

City Ordinance Codification – Contract signed and process moving forward.

LONG TERM GOALS

Sidewalk Gap and Repair Program – Mr. Brown suggested that ARPA might be used to start a trial matching program to upgrade sidewalks. Discussion followed regarding criteria, triggers, repairs, grants and getting examples of sidewalk programs from other cities.

Water Master Plan Update – Normally done every 10 years and although it is time to revisit it, staff does not propose doing so since facilities are adequate. *This could be removed from the list.*

Transportation System Plan Update – On hold pending Climate Friendly Equitable Communities rules and scenario planning. It should remain on the long term list but there is no way of knowing how long it will be before the update can be done.

UGB Studies – Previous councils and staff have discussed expansion but the deck is stacked against Keizer because it has a shared UGB and Keizer is adjacent to prime farm land and state rules prohibit development of those. Additionally, recent population projects for Keizer are significantly lower than anticipated which lowers the need for expansion. Discussion followed regarding various housing options and transitional housing.

River Cherry Overlay District – Work done through revitalization plan. Still need to work on how to fund projects to continue with the revitalization.

WORK PLAN

Parks Master Plan Update and Parks Projects - *Complete*

Community Diversity Engagement – Ongoing. Consultant to be hired to help fine tune committee vision and increase effectiveness. Committee intends to help plan the 40th birthday party.

Council Rules and Procedures Update – Complete for current year but should be reviewed every other year.

Volunteer Committee Training – Ongoing as committee membership changes. Discussion followed regarding training of chair persons and the training video available on the city website.

Recruit and Hire Permanent City Manager - *Complete*

Housing Disparity and Barriers to Home Ownership in Keizer – Discussion followed regarding training young people in the benefits of home ownership and educating everyone about property taxes.

For the benefit of incoming Councilors Mayor Clark shared information about City committees and Council Liaison assignments. Councilors and staff shared their thoughts about the past year. Incoming Councilors expressed enthusiasm for the coming years on Council.

ADJOURN

Mayor Clark adjourned the work session at 7:51 p.m.

APPROVED:

MAYOR:

Cathy Clark

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Laura Reid

~ Absent ~

Councilor #4 – Roland Herrera

Councilor #2 – Shaney Starr

~ Absent ~

Councilor #5 – Elizabeth Smith

Councilor #3 – Kyle Juran

Councilor #6 – Daniel R. Kohler

Minutes approved: _____