



MINUTES
KEIZER CITY COUNCIL
Monday, October 21, 2024
Robert L. Simon Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Clark called the meeting to order at 7:02 p.m.

ROLL CALL

Roll call was taken as follows:

Present:

Cathy Clark, Mayor
Shaney Starr, Council President
Soraida Cross, Councilor
Kyle Juran, Councilor
Laura Reid, Councilor
Ma'Layah Latty-Farrar, Youth
Councilor

Absent:

Vacant Position #5
Daniel Kohler, Councilor

Staff:

Adam Brown, City Manager
Tim Wood, Assistant City Manager
Shane Witham, Planning Director
Joseph Lindsay, City Attorney
Bill Lawyer, Public Works Director
Andrew Copeland, Police Chief
Melissa Bisset, City Recorder
Garrett Klever, Human Resources
Director

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

SPECIAL ORDERS OF BUSINESS

a. Presentation of award to Rachel Wood, Winner of the 2024 Keizer Public Arts Commission Holiday Card Contest

Councilor Reid, member of the Keizer Public Arts Commission, presented the award to Rachel Wood for winning the 2024 Holiday Card Contest. Ms. Wood also received a gift card and custom holiday cards with her winning artwork, her picture, and biography.

COMMITTEE REPORTS

Matt Lawyer, Chair of the Planning Commission, shared about the most recent Planning Commission Meeting.

Lisa Cejka, Vice Chair of the Parks Recreation and Advisory Board, along with new member Jill Gust shared about their last meeting.

Chief Hector Blanco, Keizer Fire District, reviewed the monthly call volume for the month of September, he provided a reminder about the defensible space grant, and noted that there would be a car seat clinic coming up.

PUBLIC COMMENTS

Jeff Anderson, Keizer, spoke about the Keizer Visioning that was the Keizer Station. The concept created a value by adding higher income basis for the area. He commented on the retail that had developed instead. He stated that this created a need for assistance from the Oregon Health Plan, and he felt it was an example of a missed opportunity. He felt that there were infill housing opportunities in Keizer rather than taking Exclusive Farm Land and turning it into housing. He commented on traffic at the Lockhaven intersection that had increased significantly during the evening rush hour. He asked the City to think it through before moving onto Exclusive Farm Lands.

Lyndon Zaitz, Keizer, and publisher of Keizertimes, reminded that it was the first Keizer Candidate Debate in 12 years. He stated it would be in-person and live-streamed.

PUBLIC HEARINGS

a. **OLCC Application - Change of Ownership - Limited On-Premises Sales Liquor License - Chen's Dynasty**

City Recorder Melissa Bisset summarized the staff report.

Council President Starr moved the City Council recommend approval of the application for a change of ownership for a Limited-On-Premises Liquor License for Chen's Dynasty under the guidelines established by ORS 471.175 and the Ordinances of the City of Keizer. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Cross, Starr and Juran (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Kohler (1)

ADMINISTRATIVE ACTION

a. **Event Center Fee Waiver - Joys of Living Assistance Dogs (JLAD) Graduation**

Assistant City Manager Tim Wood summarized the staff report.

Garry Whalen, Keizer, and Kriss Lawyer, JLAD Board Member, provided a history of JLAD and explained the service they provide.

Council President Starr moved the City Council approve the requested waiver of the Event Center

use fees of \$1,425 for the Joys of Living Assistance Dogs Graduation event on May 10, 2025.
Councilor Reid seconded. Motion passed unanimously as follows:
AYES: Clark, Reid, Cross, Starr and Juran (5)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Kohler (1)

b. Event Center Fee Waiver - Keizer Community Band

Assistant City Manager Tim Wood summarized the staff report.

Band Director Michael Koenig provided information about the Community Band.

Council President Starr moved the City Council approve a waiver of the Event Center use fee of \$1,500 for the Keizer Community Band concerts on December 19, 2024, and June 12, 2025.
Councilor Reid seconded. Motion passed unanimously as follows:
AYES: Clark, Reid, Cross, Starr and Juran (5)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Kohler (1)

c. RESOLUTION - Authorizing the City Manager to Sign the Sale Agreement and Receipt for Earnest Money With Debora F. Parker-Crooks, Trustee of the Crooks Living Trust for Purchase of a Portion of Property Adjacent to Claggett Creek North of Chemawa Road

Public Works Director Bill Lawyer summarized the staff report.

Council President Starr moved to adopt Resolution R2024- Authorizing the City Manager to Sign the Sale Agreement and Receipt for Earnest Money With Debora F. Parker-Crooks, Trustee of the Crooks Living Trust for Purchase of a Portion of Property Adjacent to Claggett Creek North of Chemawa Road. Councilor Reid seconded. Motion passed unanimously as follows:
AYES: Clark, Reid, Cross, Starr and Juran (5)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Kohler (1)

d. RESOLUTION - Repealing Resolution R2017-2809 (Affirming Intent of the City Council of the City of Keizer Regarding Replacement Funding for Economic Development)

City Attorney Joseph Lindsay summarized the staff report.

It was noted that the resolution in question was only related to Keizer Station Area A. There were questions and discussion about the many River Road Renaissance Plan projects that were done with Urban Renewal funds.

Discussion ensued regarding potentially using the funds to pay down the City's portion of the PERS pension liability and that the Resolution would remove the idea of economic development so the funds could be spent other ways.

There was a suggestion to change the resolution in order to earmark the funds to pay down the

PERS unfunded accrued liability (UAL) as there had been discussion with the Long Range Planning Task Force and the Budget Committee about using the sale proceeds to pay down the UAL and free up General Fund dollars long-term.

There was a suggestion to add the time that the UAL was covered. It was also suggested that the land sale goes to unfunded liability.

Discussion ensued regarding potentially bringing back an additional Resolution that covers everything by directing how the money would be used and include Area A and B revenues.

Mr. Wood clarified that the option payment would be coming in was not an immediate time-sensitive need to take action. The funds would remain in the General Fund until there was a plan to spend the revenue.

Mr. Wood explained that if the option payment came in, then the funds would go into the ending fund balance and that it would remain there until it was appropriated.

The Council could redirect the funds to be used to pay down the PERS unfunded liability.

Mr. Lindsey suggested that the language for a motion after the "Now, therefore," to read "Be it further resolved that any future funds or sales proceeds from the Area A LID defaulted properties are to be spent paying down the PERS UAL" and say, "as amended."

Councilor Reid moved to adopt Resolution R2024- Repealing Resolution R2017-2809 (Affirming Intent of the City Council of the City of Keizer Regarding Replacement Funding for Economic Development), as amended.

Motion died for a lack of a second.

Mr. Lindsey confirmed that he would bring back two Resolutions: 1) Repealing Resolution R2017-2809 and 2) to include the designations, appropriations, and fiscal policy by indicating that this was top priority for the City to proceed with this manner.

Mr. Wood shared that there would be some timing to consider because staff needs to coordinate with PERS. The City wouldn't be able to take each payment and direct them to PERS. During the Budget Committee process, they would see a restricted line item for future PERS obligation until PERS opens the opportunity to pay down the UAL. This may be in line with the timing of selling the properties and should be included in the second Resolution.

CONSENT CALENDAR

a. RESOLUTION - Authorizing the City Manager to Purchase Two Dodge Durango Vehicles and One Dodge Utility Truck for the Police Department

Councilor President Starr moved that the Keizer City Council approve the Consent Calendar. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Starr, Cross, and Juran (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Kohler (1)

- b. Approval of September 23, 2024 Joint Work Session Minutes of the Community Diversity Engagement Committee and the City Council**
- c. Approval of October 7, 2024 Regular Session Minutes**

OTHER BUSINESS

There was no other business.

STAFF UPDATES

City Manager Brown reported that he met with the Salem-Keizer Emergency Manager and would be meeting with Cherriots about the mutual aid agreements that the City doesn't currently have in place.

Assistant City Manager Wood reported that it was the winter reset period to conserve as much water as possible from now through early-March to save financially later on the sewer portion of the utility bills.

City Recorder Bisset made note of the Official Ballot Box in the parking lot and encouraged the community to turn in their ballots.

Chief Copeland reviewed monthly statistics from the Police Department.

Public Works Director Lawyer reminded the community not to blow leaves into the streets as it could cause flooding in the streets and makes it difficult for the street sweepers. The pickleball courts are now open.

Planning Director Witham reported on apartment construction and shared that he had received some documents from Burgerville, and they were looking to get permits in soon.

City Attorney Joseph Lindsay reported that there was a new bargaining unit in the City of Keizer. He reminded the Council that the code would likely come before the City Council at the December 16th meeting.

COUNCIL MEMBER REPORTS

Mayor Clark and the Councilors each reviewed the events and meetings that they had attended as well as upcoming events.

There was an update about the camera project.

AGENDA INPUT

Monday, November 4, 2024 - 7:00 p.m.
City Council Regular Session

Tuesday, November 12, 2024 - 6:00 p.m.
Long Range Planning Task Force Meeting

***Monday, November 18, 2024 - 7:00 p.m.
City Council Regular Session***

***December 2, 2024 - 5:30 p.m.
City Council Special Session***

***December 2, 2024 - 7:00 p.m.
City Council Regular Session***

ADJOURNMENT

Mayor Clark adjourned the meeting at 8:53 p.m.

MAYOR:

APPROVED:

Cathy Clark

Dawn Wilson, Deputy City Recorder

Minutes approved: _____

“Agenda Management Services are being supported, in whole or in part, by federal award number 21.019 awarded to City of Keizer by the U.S. Department of the Treasury.”