



MINUTES
KEIZER CITY COUNCIL
Monday, November 2, 2015
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
Dennis Koho, Council President
Marlene Parsons, Councilor
Amy Ryan, Councilor
Brandon Smith, Councilor
Roland Herrera, Councilor
Kim Freeman, Councilor

Staff:

Chris Eppley, City Manager
Shannon Johnson, City Attorney
Nate Brown, Community
Development Director
Bill Lawyer, Public Works Director
Tim Wood, Assistant Controller
John Teague, Police Chief
Tracy Davis, City Recorder

Absent:

Youth Councilor Siri Scales

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS
OF BUSINESS**

**a. PROCLAMATION
– Small Business
Saturday**

Mayor Clark read the Proclamation proclaiming Saturday, November 28, 2015, "Small Business Saturday" and presented the Proclamation to Commissioner Rick Day of the Keizer Economic Development Commission.

**COMMITTEE
REPORTS**

**a. Appointments
to Keizer Points
of Interest
Committee and
Planning**

City Manager, Chris Eppley, reported that following publication of notice of vacancies on the Keizer Points of Interest Committee and the Planning Commission and acceptance of testimony from the applicants, the Volunteer Coordinating Committee unanimously recommended Ashley Wenger, Jill Bonney-Hill and Sherrie Gottfried to fill positions 5, 6 and 7 on the Keizer Points of Interest Committee terms expiring November 30, 2018 and Joshua Eggleston to fill position 6 on the Planning Commission, term expiring September 30, 2018.

Commission

Councilor Koho moved that the Keizer City Council accept the recommendation of the Volunteer Coordinating Committee and appoint Ashley Wenger, Jill Bonney-Hill and Sherrie Gottfried to the Keizer Points of Interest Committee and Joshua Eggleston to the Planning Commission. Councilor Parsons seconded. Motion passed unanimously as follows:

AYES: Clark, Koho, Freeman, Parsons, Herrera, Ryan and Smith (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

PUBLIC TESTIMONY

None

PUBLIC HEARINGS

a. Keizer Development Code Amendment – Sections 2.303 (Off-Street Parking and Loading) and Section 2.413 (Recreational Vehicle Storage – Single Family Homes)

Community Development Director Nate Brown explained that the Planning Commission requested review and updating of bicycle parking standards so that they are similar to neighboring jurisdictions. He explained that the new standards are a percentage of automobile parking requirements, reviewed other changes and requested that the language in Section 2.303.1, page 10 "built to Department of Public works Standards" be removed.

Mayor Clark opened the Public Hearing.

Hearing no testimony, Mayor Clark closed the Public Hearing.

Councilor Koho moved to direct staff to come back with a Bill for an Ordinance to adopt the changes to the Keizer Development Code for Sections 2.303 and Section 2.413 as amended in Section 2.303.11A 'built to Department of Public Works standards' being deleted and adding gravel as an option. Councilor Parsons seconded.

Mr. Brown provided additional information regarding parking requirements for apartments and explained that certain requirements were added to ensure that the numbers would be adequate.

Motion passed unanimously as follows:

AYES: Clark, Koho, Freeman, Parsons, Herrera, Ryan and Smith (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

ADMINISTRATIVE ACTION

a. Clint Holland Request for Holiday

City Manager Chris Eppley reminded Council that Clint Holland has requested that Council waive the Community Center rental fees for a holiday concert and dinner he wished to produce. He directed attention to his staff report and reviewed the numbers and options available to Council. Mr. Eppley concluded that, although he appreciates Mr. Holland's

**Concert and
Community
Center and
Waiver of Use
Fees**

spirit of volunteerism and his desire to provide new and interesting events for the community, this event does not appear to have a community based purpose. So in an effort to refrain from setting a precedent for other Community Center events without a clear community or charitable nature he recommended not waiving the fees other than the refundable deposit.

Clint Holland explained what the ticket sales cost would cover.

Councilor Koho moved that the City waive the rental rates and the refundable deposit and charge the \$360 for event hosts and \$225 for security unless there is damage. Councilor Herrera seconded.

Discussion followed regarding other events and setting a precedent, City subsidization of the Community Center, past events that have had fees waived, sponsorship, and allocation of resources.

Motion failed as follows:

AYES: Koho (1)

NAYS: Clark, Freeman, Parsons, Herrera, Ryan and Smith (6)

ABSTENTIONS: None (0)

ABSENT: None (0)

**b. RESOLUTION
– Forming the
Keizer Station
Area C
Reimbursement
District**

City Attorney Shannon Johnson reminded Council of the testimony received regarding this issue at a previous meeting and explained the allocated percentages would work.

Councilor Koho moved that Keizer City Council adopt a Resolution Forming the Keizer Station Area C Reimbursement District. Councilor Parsons seconded. Motion passed unanimously as follows:

AYES: Clark, Koho, Freeman, Parsons, Herrera, Ryan and Smith (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**c. ORDINANCE -
Relating to
Abandoned
Shopping
Carts**

Mr. Johnson reminded Council that at the last meeting Council voted 6 to 1 to adopt this ordinance but because it was not unanimous it is before Council for a second reading.

Councilor moved that the Keizer City Council adopt on second reading a Bill for an Ordinance Relating to Abandoned Shopping Carts. Councilor Parsons seconded. Motion passed unanimously as follows:

AYES: Clark, Koho, Freeman, Parsons, Herrera and Smith (6)

NAYS: Ryan (1)

ABSTENTIONS: None (0)

ABSENT: None (0)

CONSENT CALENDAR

- a. RESOLUTION – Authorizing Disposition of Surplus Property (Snow Cops Directional Signs)
- b. Approval of October 12, 2015 Work Session Minutes
- c. Approval of October 19, 2015 Regular Session Minutes

Councilor Freeman pulled Item B noting that Councilor Ryan's name should be changed from Ripp to Ryan.

Councilor Koho moved to approve Items A and C of the Consent Calendar. Councilor Parsons seconded. Motion passed as follows:

AYES: Clark, Koho, Parsons, Smith, Freeman, Ryan and Herrera (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Councilor Koho moved to approve Item B of the Consent Calendar as corrected. Councilor Parsons seconded. Motion passed unanimously as follows:

AYES: Clark, Koho, Freeman, Parsons, Herrera, Ryan and Smith (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

COUNCIL LIAISON REPORTS

Councilor Freeman announced the West Keizer Neighborhood Association meeting and reported that she had attended the Marion County Re-entry Breakfast.

Councilor Smith announced that the Planning Commission meeting would be one week earlier than usual due to Veterans Day.

Councilor Ryan reported on Arts Commission activities and Keizer Chamber of Commerce plans for Veterans Day, ribbon cuttings and the Kids' Christmas Program. She announced that she had participated in Career Day at Claggett Creek Middle School and Emergency Management Training and would be participating in the Keizer Fire District Disaster Preparedness event. She also reminded everyone to vote.

Councilor Parsons reported that a meeting was held with community members to coordinate holiday events and a community calendar was developed. It will be posted on the City's website and on Facebook.

Councilor Herrera announced that he had attended the County Re-entry Breakfast, participated in a Community Mixer at Chemeketa and would be attending the Community Conversation at the convention center.

Mayor Clark wished Council President Koho a happy birthday and

reviewed meetings she had attended including Mid-Willamette Council of Governments Board, Salem-Keizer Area Transportation Study and the Mid-Valley Mayors' Coalition hosted by Dayton Mayor Beth Wytoski, whom she thanked. Upcoming meetings/events included: various ribbon cuttings, Oregon Municipal Planning Organization Consortium, Black, White and Gray Art Show at the Keizer Heritage Art Gallery, the Heritage Board of Directors meeting and meetings with Salem Mayor Peterson and Marion County Commissioner Carlson to discuss homelessness.

OTHER BUSINESS

Assistant Controller Tim Wood explained that the email server had been down but most accounts are now operating. Work will continue to restore the system. The voicemail system is in the process of being restored.

Chief Teague announced that he had missed the last Council meeting because he and a number of staff members were at the 25th Annual International Problem-Oriented Policing Conference in Portland. He reminded Council that this is policing that focuses on crime prevention rather than dealing with crime after it happens.

Public Works Director Bill Lawyer reported that over the weekend there had been some local flooding and power outages. He urged everyone to pick up their leaves rather than blow them into the street and to rake leaves on the street away from the curb. He added that there will not be a "Fall Haul" this year but seniors can have their bagged leaves picked up December 3 and 4.

Community Development Director Nate Brown reminded everyone of the change in Planning Commission meeting date.

WRITTEN COMMUNICATIONS None

AGENDA INPUT **November 9, 2015**

7:00 p.m. – City Council Work Session (Cancelled)

November 14, 2015

9:00 a.m. – City Council Work Session

- Tour of Covanta Facility – Brooks, OR and Ash Fill Site near Woodburn, Or

November 16, 2015

7:00 p.m. – City Council Regular Session

December 7, 2015

7:00 p.m. – City Council Regular Session

ADJOURNMENT Mayor Clark adjourned the meeting at 8:06 p.m.

MAYOR:

Cathy Clark
Cathy Clark

APPROVED:

Debbie Lockhart
Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Dennis Koho
Councilor #1 – Dennis Koho

Roland Herrera
Councilor #4 – Roland Herrera

Kim Freeman
Councilor #2 – Kim Freeman

Amy Ryan
Councilor #5 – Amy Ryan

Marlene Parsons
Councilor #3 – Marlene Parsons

Brandon Smith
Councilor #6 – Brandon Smith

Minutes approved: December 7, 2015