



MINUTES
KEIZER CITY COUNCIL
Monday, October 21, 2013
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Christopher called the meeting to order at 7:00 pm. Roll Call was taken as follows:

Present:

Lore Christopher, Mayor
Joe Egli, Council President (7:02)
Jim Taylor, Councilor
Kim Freeman, Councilor
Cathy Clark, Councilor
Dennis Koho, Councilor
Marlene Quinn, Councilor

Staff:

Chris Eppley, City Manager
Shannon Johnson, City Attorney
Nate Brown, Community
Development Director
Bill Lawyer, Public Works Director
John Troncoso, Police
Tracy Davis, City Recorder

FLAG SALUTE

Mayor Christopher led the pledge of allegiance.

PUBLIC TESTIMONY

Jim Jacks, Keizer, explained that the Planning Commission had been reviewing proposed changes to the Comprehensive Plan related to the Economic Opportunities Analysis and Housing Needs Analysis. He noted that since the Plan is 30 years old there was a substantial degree of change required; Planning Commission reviewed changes during two meetings and the changes were recommended to Council with some amendments.

Brandon Smith, Keizer, reviewed upcoming activities of the Keizer Rapids Park Community Build Task Force (KRP³ – Keizer Rapids Park Playground Project) which can be found on Facebook at [Facebook.com/Keizer Rapids Park Playground Project](https://www.facebook.com/Keizer-Rapids-Park-Playground-Project). He then reviewed recent Parks Advisory Board actions including addressing needs at various parks, commending the Hidden Creek Neighborhood Association efforts at their park, and review of a presentation from BMX track advocates. Discussion then took place regarding recent vandalism at the Keizer Little League Park. Councilor Taylor indicated that KRP³ hopes to film all development/building events so that there will be a video history of the project.

Darlene Taylor and *Heather Weathers*, Keizer Chamber of Commerce Committee Chair for the First Citizen Banquet and Event Coordinator respectively, asked for support for the event which will not be a Chamber fundraising event but will focus on the honorees. They requested use of

the community center rooms at little or no cost and submitted a written proposal. Council asked that staff review this request before any action is taken.

PUBLIC HEARINGS None

**ADMINISTRATIVE
ACTION**

**a. Sunset Avenue
Infill
Development
Concerns**

Community Development Director Nate Brown explained that a partition application filed with the City met all application criteria in the Development Code and was approved with conditions. Originally the neighborhood filed an appeal but because the conditions met the requirements they were encouraged to address specifics that are not consistent with the neighborhood. The appeal was withdrawn and Mr. Brown has been working with them on parking, aesthetics, and State compliance requirements. Mr. Brown recommended that Council direct staff to continue to work with the neighbors and to specifically include interested individuals of the Sunset Avenue neighborhood in the Infill Standards review process that will take place in the coming year. He added that the process will be noticed and advertised and those who have contacted his department and given specific information will be invited to participate in the Infill Standards review.

Paul Della, Keizer, provided background on the property in question and voiced the concern that additional partitions would occur in the future creating difficulties for fire, police, and emergency vehicles. He noted that the density issue is important because two or three houses on a lot instead of one would result in additional garbage containers, cars, recreational vehicles, etc., which will create limited parking and change the dynamic of the neighborhood. He voiced concern that the infill properties will be rental properties and not maintained in the standard to which the neighborhood has become accustomed. He suggested that a prior site plan be part of the approval process and requested that Council revise the Development Code to provide a Public Hearing at Council level when an appeal is necessary.

Mr. Brown explained that this issue would be addressed in the coming calendar year but at present the Planning Department and Commission is involved in working through the Economic Opportunities Analysis and Housing Needs Analysis and the grant process related to the UGB boundary. Council agreed that it is a goal to address the infill standards as soon as feasible. Discussion then took place regarding preserving some areas as historical, multiple driveways serving multiple properties, increased traffic and parking needs, and how much additional process should be added to the current process.

**b. RESOLUTION –
Withdrawing
Authorization to**

City Attorney Shannon Johnson explained that in 2009 Council agreed to expend \$50,000 for tennis courts at Keizer Rapids Park and in 2012 the funding was reallocated to Claggett Creek Park at the request of Keizer Tennis Association. The issue is stalled; KTA has merged with Silverton

Expend Funds from the Park Improvement Fund for Tennis Court Construction at Claggett Creek Park

Tennis Association and they have indicated that they are not interested in pursuing development of tennis courts at Claggett Creek Park. Because these funds are still outstanding it is appropriate to adopt a resolution indicating that the authorization has been withdrawn.

Councilor Egli moved that the Keizer City Council adopt a Resolution Withdrawing Authorization to Expend Funds from the Park Improvement Fund for Tennis Court Construction at Claggett Creek Park. Councilor Clark seconded. Motion passed unanimously as follows:

AYES: Christopher, Egli, Koho, Quinn, Freeman, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

c. RESOLUTION – Withdrawing Authorization to Expend Funds from the Park Improvement Fund for Soccer Field Renovation at Claggett Creek Park

City Attorney Shannon Johnson explained that the Keizer Soccer Association had requested that the City expend \$15,000 in Park Improvement Funds for soccer field renovation at Claggett Creek Park. Due to the location of the floodplain/floodway proposed improvements were not possible and the project was abandoned. Because these funds are still outstanding it is appropriate to adopt a resolution indicating that the authorization has been withdrawn. Public Works Director Bill Lawyer provided additional detail.

Councilor Egli moved that the Keizer City Council adopt a Resolution Withdrawing Authorization to Expend Funds from the Park Improvement Fund for Soccer Field Renovation at Claggett Creek Park. Councilor Clark seconded. Motion passed unanimously as follows:

AYES: Christopher, Egli, Koho, Quinn, Freeman, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

d. RESOLUTION – Amending City of Keizer Council Rules of Procedure (Amending R2013-2369)

City Attorney Johnson explained that changes address approval of Minutes, a grammatical correction, and clarification of the allowance for the Council President to sign ordinances and resolutions in lieu of the Mayor so that the language matches the City Charter. He also suggested that Council consider clarifying the language in Section 17.3 regarding volunteers serving on multiple committees.

Councilor Egli moved that the Keizer City Council adopt a Resolution Amending City of Keizer Council Rules of Procedure (Amending R2013-2369) as amended. Councilor Clark seconded. Motion passed unanimously as follows:

AYES: Christopher, Egli, Koho, Quinn, Freeman, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**CONSENT
CALENDAR**

A. Approval of October 7, 2013 Regular Session Minutes

Councilor Egli moved for approval of the Consent Calendar. Councilor Clark seconded. Motion passed as follows:

AYES: Christopher, Egli, Koho, Freeman, Quinn, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**COMMITTEE
REPORTS
a. Keizer Budget
Committee
Appointments**

City Manager, Chris Eppley, announced that staff recommends Council allow Erick Peterson to serve on three city committees and appoint him to Position #2 on the Keizer Budget Committee. The Volunteer Coordinating Committee has recommended that Council appoint of Ron Bersin to Position of #1 on the Budget Committee. Both terms will expire in August of 2016.

Councilor Egli moved that the Keizer City Council accept the recommendation of the Volunteer Coordinating Committee and appoint Ron Bersin to position number 1 on the Budget Committee with his term expiring August 31, 2016. Councilor Clark seconded. Motion passed unanimously as follows:

AYES: Christopher, Egli, Koho, Quinn, Freeman, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Discussion then took place regarding allowing volunteers to serve on more than two committees, dissolution of the Keizer Urban Renewal Board and development of the Business Advisory Council. Council agreed by consensus to address the appointment of Mr. Peterson at the November 4 meeting.

**COMMITTEE
REPORTS
(Continued)**

Councilor Taylor announced times and dates for Keizer Points of Interest, Traffic Safety/Bikeways/Pedestrian, and Storm Water Advisory committee meetings.

Councilor Quinn provided information regarding the Keizer Rapids Park Community Build project.

Councilor Egli reported that the first ever "Christmas in Keizer" meeting was held with representatives of all groups planning Christmas events in Keizer.

Councilor Freeman reported on planned activities of the Claggett Creek Watershed Council and the West Keizer Neighborhood Association and welcomed new businesses in Keizer including Councilor Quinn's business and GK1 Boutique.