



MINUTES
KEIZER CITY COUNCIL
Monday, October 3, 2011
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Christopher called the meeting to order at 7:05 pm. Roll Call was taken as follows:

Present:

Lore Christopher, Mayor
Cathy Clark, Council President
Jim Taylor, Councilor
Brandon Smith, Councilor
Joe Egli, Councilor
Mark Caillier, Councilor
David McKane, Councilor

Staff:

Chris Eppley, City Manager
Shannon Johnson, City Attorney
Nate Brown, Community Development
Marc Adams, Police Chief
Bill Lawyer, Public Works
Tracy Davis, City Recorder

FLAG SALUTE

Mayor Christopher led the pledge of allegiance.

**PUBLIC
TESTIMONY**

Jan Ramos, Keizer, expressed opposition to the proposed community garden on Brandon Court voicing concern regarding crime, parking, and traffic. She submitted a petition against the garden signed by neighbors.

Delores Teipel, Keizer, echoed Ms. Ramos and noted that she had tried to buy the property but was told that the Fire District needed the property for access. She added that it would waste water and lighting, be something more to clean up and the produce would be stolen or vandalized before the growers could use it.

Tanya Hamilton, Keizer, explained that 12th Street is on the back side of Harcourt; there are eight families on Harcourt that are in favor of the community garden; five who have indicated that they will use it. She explained that National Night Out was held at the field with the hope of getting neighborhood support and addressing concerns; the contract is flexible so that it can meet the need of the neighborhood. She voiced passionate support for connecting the neighborhoods through the garden and explained that the proposed garden would bring more eyes to watch and protect the investment.

Ian Dixon-McDonald, Salem, Community Garden Coordinator with Marion-Polk Food Share reviewed established gardens and services provided by MPFS adding that MPFS supports this garden. He noted

that it was his understanding that the neighborhood wanted this garden and explained that community gardens decrease crime because more people are out in the neighborhood. He listed reasons to have a community garden and urged all neighbors to work together and find a way for the community garden to work for everyone.

Discussion followed regarding neighborhood support, limiting the garden to residents of a specific area, vandalism and crime, produce theft, and water usage.

Bob and Cheryl Mitchell, Salem, voiced excitement for having the Festival of Lights in Keizer and asked if a trade (in-kind) sponsorship could be done with the City. Ms. Mitchell requested (1) use of the community center for a pre-parade event for guests and sponsors; (2) barricades and safety cones for the event, (3) waived permit fees, and (4) the use of smaller rooms to coordinate volunteers prior to the parade. She noted that the event will benefit Marion-Polk Food Share and that her team would be responsible for community center clean-up.

Discussion then took place regarding clean-up, barricade rental and placement, the parade route, and using the Volcano Stadium parking lot and providing a shuttle bus to the parade route. Mr. Eppley agreed to check the Volcano contract and get back with them.

PUBLIC HEARING None

ADMINISTRATIVE ACTION

a. Holiday Festival of Lights Parade

City Manager Chris Eppley explained that this was before Council for their action on the requested City sponsorship. He noted that if Council is in favor, the resources will come from Public Works for the barricade placement and management, and the fees for the community center would be waived.

Discussion then took place regarding the impact of this event on the local hotel, partnering with the Network Exchange Club, Keizer Chamber, River Road merchants and Warner Brothers, costs for police, public works, permits, and the community center. Mayor Christopher informed Ms. Mitchell that for next year's event, she should address the Budget Committee in order to be included in the next fiscal year budget.

Councilor Clark moved that the Keizer City Council sponsor the Holiday Festival of Lights Parade, December 20, 2011, through an in-kind special sponsorship by providing use of the community center and event support. Councilor Taylor seconded.

City Attorney Shannon Johnson suggested specifying that they will pay for police and noted that it would be beneficial to the City to provide an event host.

Councilor Clark amended her motion to add after "event support": "to include barricades and cones, staff for the parade and the cost of the

permit". Councilor Taylor accepted the amendment.

Discussion then took place regarding the effect of this donation on the public works fund. Councilor Egli noted that the Mitchells have a great deal of experience having been doing this parade for 19 years. Councilor Caillier added that he and Councilor Egli would volunteer to serve as facility hosts for the community center event.

Motion passed unanimously as follows:

AYES: Christopher, Egli, Smith, McKane, Caillier, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**b. Harcourt
Community
Garden**

Bill Lawyer, Superintendant of Public Works, provided a history and reviewed location of this project. He noted that staff recommends Council receive testimony to determine if an undeveloped public right of way should be considered for a community garden project and indicated that further research will need to be done regarding state statutes to determine if the use is allowed should Council choose to proceed.

Discussion then took place regarding the street and barricades, access, other available land, and concern that the property in question is dedicated public right of way and is therefore owned by the public with the City serving as trustee for the public.

Council agreed by consensus to direct staff to find out (1) if a community garden would be allowed on this property, (2) the cost of providing water and (3) who would be responsible for paying for the water.

Regarding crime related to community gardens, Chief Adams indicated that there was no data one way or the other and he had no opinion. He noted that crime could be deterred by the design of the garden or a small picket fence.

**c. ORDINANCE ~
Repealing
Ordinance No.
2011-643
(Amending City
of Keizer
Development
Code Regarding
Section 2.303 –
Off Street
Parking and
Loading);**

Mr. Johnson explained that upon review of this ordinance staff realized that the language did not match up with the intent. After discussion with Planning staff it was determined that this should be brought back to the Planning Commission. Therefore staff is recommending an ordinance to revoke the change so the old language remains until the process is complete.

Community Development Director Nate Brown explained that Planning Commission is working on the Home Occupation regulations and, since this is part of the requirements, it should be included in that chapter of the Code rather than only in the Off-Street Parking section.

Councilor Clark moved that Keizer City Council adopt an ordinance Repealing Ordinance No. 2011-643 (Amending City of Keizer Development Code Regarding Section 2.303 – Off Street Parking and Loading); Declaring an Emergency. Councilor Taylor seconded. Motion

**Declaring an
Emergency**

passed unanimously as follows:

AYES: Christopher, Egli, Smith, McKane, Caillier, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**d. RESOLUTION ~
Authorization
for Resolution
Transfer of
Unanticipated
Working Capital
Carry-forward
for Essential
Training
Expenses**

Mr. Eppley explained that the Finance Department had under-budgeted training requirements for this year: the Finance Director did not budget enough to receive training necessary to retain her certifications. There were some unanticipated savings from last year's budget increasing the working capital carry-forward coming into this budget. Therefore staff requests that Council authorize bringing those savings into this year's budget.

Councilor Clark moved that Keizer City Council adopt a Resolution – Authorization for Resolution Transfer of Unanticipated Working Capital Carry-forward for Essential Training Expenses. Councilor Taylor seconded. Motion passed unanimously as follows:

AYES: Christopher, Egli, Smith, McKane, Caillier, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**CONSENT
CALENDAR**

A. Approval of September 6, 2011 Regular Session Minutes

B. Approval of September 12, 2011 Work Session Minutes

Councilor Clark pulled Item A.

Councilor Clark moved to approve Item B of the Consent Calendar. Councilor Taylor seconded. Motion passed unanimously as follows:

AYES: Christopher, Egli, Smith, McKane, Caillier, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Councilor Clark requested clarification on page 6, the testimony from Mr. Dave Zahn. She felt it should be expanded to talk about how Mr. Zahn and his volunteers went door to door. She had proposed language to amend the minutes, but rather than take Council time for that, she wanted to pull them from the agenda and double check with the City Recorder to review completeness. Councilor McKane pointed out that the minutes said "he went door to door to talk to residents" and questioned how much clearer that could be. Councilor Clark indicated that she thought there were more details that should be included to help people who were not at the meeting understand the circumstances. She added that there were a number of things she wanted clarification on and requested that this item be pulled to come back at a later date.

COMMITTEE REPORTS

a. Keizer Channel 23 Advisory Committee Report

Councilor Clark explained that the committee has completed the work on the Rules and Procedures Handbook and it will be sent to Council for review. These will allow the public to submit programs to be aired on the channel. She added that the K-23 Committee has passed a motion to assist the Keizer Points of Interest Committee in producing the oral histories. Rex Robertson has agreed to work at improving the quality of those, possibly with in-home taping, and integrating photographs and video into the programs.

Mayor Christopher suggested that the committee contact Debbie Miller to assist with this project. She works for President Courtney and was a facilitator on oral histories of past Governors and Legislators.

b. Appointment to the Keizer Planning Commission

City Manager, Chris Eppley, reported that there were two vacancies on the Planning Commission. Notice of the vacancies was published and the Volunteer Coordinating Committee unanimously recommended John Rizzo and Matthew Chappell to fill the vacancies.

Councilor Clark moved that the Keizer City Council accept the recommendation of the Volunteer Coordinating Committee to appoint John Rizzo to position number 4 and Matthew Chappell to position number 5 each to serve a three-year term on the Planning Commission. Councilor McKane seconded. Motion passed unanimously as follows:

AYES: Christopher, Egli, Smith, McKane, Caillier, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

c. Appointments to the Keizer Budget Committee

City Manager, Chris Eppley, reported that there were three vacancies on the Budget Committee. Notice of the vacancies was published and the Volunteer Coordinating Committee unanimously recommended Joseph Gillis, Ronald Hart and Jeff Lewis to fill the vacancies.

Councilor Clark moved that the Keizer City Council accept the recommendation of the Volunteer Coordinating Committee and appoint Jeff Lewis to Position Number 3, Joseph Gillis to position number 4, and Ronald Hart to position number 5, each to serve a three-year term on the Budget Committee. Councilor Taylor seconded. Motion passed unanimously as follows:

AYES: Christopher, Egli, Smith, McKane, Caillier, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Councilor Caillier announced times and dates for the next Claggett Creek Watershed Council meeting and upcoming projects.

Councilor Egli shared dates for Chamber events including the Board

meeting, the Fall Golf Classic and the luncheon.

Councilor Clark reported that

- A subgroup of the Keizer Points of Interest Committee, the Wallace House Bi-Centennial Planning Group, is planning a series of events in the coming year to commemorate establishment of the Wallace House and part of that will be a partnership with RiverFair. The culmination of that year will take place at Keizer Rapids Park on Saturday, August 11, 2012.
- She attended Traffic Safety Commission for Councilor McKane and asked them about articles in the newspaper to remind residents to trim vegetation away from sidewalk to keep school children safe.

She congratulated Bend and central Oregon cities for a great League of Oregon Cities conference and reviewed dates for upcoming neighborhood association meetings which will discuss the upcoming election on the public safety fee.

Councilor Smith reminded everyone of the upcoming Parks Advisory Board meeting.

OTHER BUSINESS Chief Adams invited everyone to come to the Keizer Police Department open house.

Bill Lawyer reported that the Hornet Court LID is halfway constructed.

City Recorder Tracy Davis announced that there are volunteer openings in Bikeways, Traffic Safety Commission, Keizer Points of Interest, and Keizer Festivals and Events Services Team. Applications are due by the end of the week.

WRITTEN COMMUNICATIONS None

AGENDA INPUT **October 10, 2011**

5:45 p.m. – City Council Work Session

- Urban Renewal District Issues

October 17, 2011

7:00 p.m. – City Council Meeting

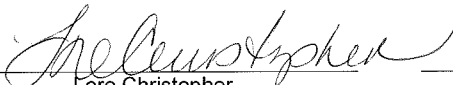
November 7, 2011

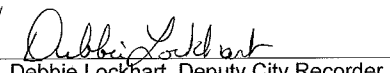
7:00 p.m. – City Council Meeting

ADJOURNMENT Mayor Christopher adjourned the meeting at 8:22 p.m.

MAYOR:

APPROVED:

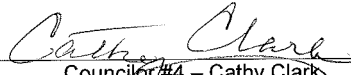

Lore Christopher


Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

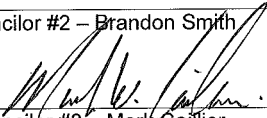


Councilor #1 – David McKane



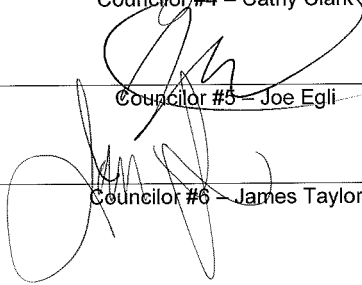
Councilor #4 – Cathy Clark

Councilor #2 – Brandon Smith



Councilor #3 – Mark Caillier

Councilor #5 – Joe Egli



Councilor #6 – James Taylor

Minutes approved:

November 7, 2011