



MINUTES
KEIZER CITY COUNCIL
Monday, November 20, 2023
Robert L. Simon Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Clark called the meeting to order at 7:32 p.m.

ROLL CALL

Roll call was taken as follows:

Present:

Cathy Clark, Mayor
Shaney Starr, Council President
Soraida Cross, Councilor
Kyle Juran, Councilor
Daniel Kohler, Councilor
Laura Reid, Councilor
Youth Councilor Grayton Woodard

Staff:

Adam Brown, City Manager
Tim Wood, Assistant City Manager
Shannon Johnson, City Attorney
Shane Witham, Planning Director
Bill Lawyer, Public Works Director
Andrew Copeland, Police Chief
Melissa Bisset, City Recorder

Absent:

Robert Husseman, Councilor

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS
OF BUSINESS**

**a. Medal of Valor
Presentation**

Police Chief Andrew Copeland expressed appreciation for everyone's attendance. He described an incident from July 28, 2021, when an officer took a report about a female who had her car stolen by an armed person who had warrants. Sergeant DeMarco and Officers Keniston, Kowash, Darst, Fahey, and Stupfel responded to the incident. Chief Copeland described the situation and recognized the officers preventing their own safety, overcoming a deadly threat, and protecting the lives of the innocent. The way they responded and dealt with adversity that night was unprecedented. Chief Copeland stated that what they did was heroic; they didn't retreat when the bullets were flying at them. He added that amid complete chaos and the worst situation one could imagine, the officers remained calm and brought a rational presence to the situation. He thanked the officers for their work and for handling themselves so professionally. He presented the Medal of Valor Awards, signifying how victorious they were

that day and that they did the best they could to keep the community safe.

COMMITTEE REPORTS

Lisa Cejka, Park's Advisory Board Vice Chair, Keizer resident, would be communicating with the Youth Liaison for the Keizer Public Arts Commission on the legal graffiti item to take an update back to the Parks and Recreation Advisory Board. She noted all of the parks discussed looked fantastic and the new plants at Willamette Manor as a result of a grant looked fabulous. The Parks and Recreation Advisory Board discussed a possible fence around Ben Miller Park. Ms. Cejka noted *Juan Aleman* cares for Keizer Rapids Park and used to work for the Water Department, was delightful and always working and smiling.

Fernando Lopez, Planning Commission member, Keizer resident, reported that the Planning Commission heard a Quasi-Judicial Hearing. City Attorney Shannon Johnson said that the matter was subject to appeal and advised the Council not to discuss the matter in case it comes before them with regards to ex-parte contacts.

**a. Volunteer
Coordinating
Committee
Recommendation
for Appointment -
Traffic Safety,
Bikeways, and
Pedestrian
Committee**

City Recorder Melissa Bisset summarized the Staff Report.

Council President Starr moved that the Keizer City Council approve the Volunteering Coordinating Committee Recommendation for Appointment of Michael DeBlasi to Position 3 to the Traffic Safety, Bikeways, and Pedestrian Committee for a term expiring December 31, 2026. Councilor Reid seconded. Motion passed unanimously as follows:
AYES: Clark, Starr, Reid, Kohler, Cross and Juran (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Husseman (1)

**b. Mid-Willamette
Valley Community
Action Agency
Board of Directors
Appointment -
Councilor Laura
Reid**

Mayor Clark explained the Mid-Willamette Valley Community Action Agency's process and collaborative partnerships with agencies across the community and stated how pleased she was to appoint Councilor Laura Reid to a position on the Board of Directors.

**c. Appointments to
the Community
Diversity
Engagement
Committee -
Stephanie Cross
and Carrie Brown**

Councilor Cross appointed Carrie Brown.
Councilor Juran appointed Stephanie Cross.
Councilor Kohler appointed Jill Gust.

Mayor Clark suggested a friendly amendment that the motion only apply to the term of office for the non-council member positions that was accepted.

Council President Starr moved that the Keizer City Council adopt all terms of office for the Community Diversity Engagement Committee end December 31st of the year that they would expire for the non-council member positions. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Starr, Reid, Kohler, Cross and Juran (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Husseman (1)

PUBLIC COMMENTS

Alex Bogdanoff, Keizer resident, provided written comment about graffiti. Planning Director Shane Witham explained that the graffiti was on private property, so the City would need permission to paint over the graffiti. He and the Code Enforcement Officer worked with a property management company to get a hold of the property owner.

Colm Willis, Marion County Commissioner, provided written correspondence thanking Mayor Clark for her sponsorship of this year's Marion County Reentry Initiative breakfast.

Colleen Busch, Keizer Fire District Board Member, Keizer resident, thanked the community for passing the Fire Levy for Keizer Fire District. She thanked the Keizer Rural Fire Protection District Directors Joe Van Meter and Beth Hart for heading the Political Action Committee. The Santa Breakfast and pictures with Santa would be coming up as well as Candy Cane Day. Keizer Fire District would be participating in the Chamber's Parade and Tree Lighting.

PUBLIC HEARINGS

None.

ADMINISTRATIVE ACTION

a. RESOLUTION - Adopting Use Policies and Rates for the Keizer Community Center Rooms; Repealing Resolution R2018-2932

Assistant City Manager Tim Wood reviewed the Staff Report including the proposed rate amendments and change of name from Keizer Community Center to Keizer Event Center. It was noted that the Council could choose an effective date. Discussion ensued regarding the amount for the Comprehensive General Liability Insurance.

Councilor Reid noted that in a previous work session, Ms. Lily Von, Event Center Manager, clarified that when referring to a Community Center, it was an industry norm to think that there would be programming. Ms. Von shared that staff receives inquiries as to what community events are held for the public. There has been some confusion about what the City offers, which is an event space.

Mr. Wood confirmed that the Keizer Community Center would still be subsidized by the Transient Lodging Tax.

The following friendly amendments were made:

- January 1, 2024, would be the effective date.
- Line 21 of page 2 of the Resolution and page 22 of the packet, section H, after the word, "contract," add "approved by the City"

Attorney."

- Line 41 of page 2 of the Resolution and page 22 of the packet. After the figure of \$2,000,000, insert "unless a different amount is approved by the City Attorney."

Council President Starr moved that the Keizer City Council adopt Resolution R2023- Adopting Use Policies and Rates for the Keizer Community Center Rooms; Repealing Resolution R2018-2932. Councilor Reid seconded.

Motion passed unanimously as follows:

AYES: Clark, Starr, Reid, Kohler, Cross and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Husseman (1)

**b. Alder and Brooks
Flashing Speed
Signs Installation
Priority**

Public Works Director Bill Lawyer reviewed the Staff Report. Discussion ensued regarding the amount of time it would take to complete the project.

Council President Starr moved that the Keizer City Council approve the Capital Outlay Expense for the Installation of the Flashing Speed Signs as soon as Feasibly Possible within this Fiscal Year. Councilor Reid seconded.

Motion passed unanimously as follows:

AYES: Clark, Starr, Reid, Kohler, Cross and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Husseman (1)

**c. RESOLUTION -
Adopting
Volunteer
Coordinating
Committee's
Process for
Appointments to
City Council
Committees**

City Recorder Melissa Bisset summarized the Staff Report.

Council President Starr moved that the Keizer City Council adopt Resolution R2023- Adopting Volunteer Coordinating Committee's Process for Appointments to City Council Committees. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Starr, Reid, Kohler, Cross and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Husseman (1)

**d. RESOLUTION -
Authorizing City
Manager to Enter
into First
Amendment of
Restated Ground
Lease with Keizer
Heritage
Foundation**

City Manager Brown reviewed the Staff Report. There were several tenants of the lease proposed to be amended. The maintenance that would be done by the City was estimated to save the Keizer Heritage Foundation about \$3,800 annually.

Councilor Reid was on the Keizer Heritage Foundation Board and was very grateful for the work of the City staff.

It was noted that the City has continued to invest in the Keizer Heritage Foundation, and there were two recent improvements that were funded at

\$30,000 each.

Council President Starr moved that the Keizer City Council adopt Resolution R2023- Authorizing City Manager to Enter into First Amendment of Restated Ground Lease with Keizer Heritage Foundation. Councilor Reid seconded.

Motion passed unanimously as follows:

AYES: Clark, Starr, Reid, Kohler, Cross and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Husseman (1)

CONSENT CALENDAR

a. Approval of October 16, 2023 Regular Session Minutes.

Council President Starr moved for approval of the Consent Calendar for the October 16, 2023, Regular Session Minutes. Councilor Reid seconded. Motion passed as follows:

AYES: Clark, Reid, Starr, Cross, Juran and Kohler (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Husseman (1)

OTHER BUSINESS

Council President Starr moved that the Keizer City Council not appeal the PERS Staff Determination dated November 8, 2023. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Starr, Cross, Kohler, and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Husseman (1)

The City hoped to have more detailed information to the public in the next 24 to 48 hours.

STAFF UPDATES

Chief of Police Copeland thanked everyone for their support and noted that the Medal of Valor Presentation earlier in the meeting was a moment of healing.

City Attorney Johnson provided an update on the Codification Project.

Assistant City Manager Wood reminded residents to conserve water because it was the annual sewer reset period.

Public Works Director Lawyer updated the River Road in that copper wire cutting had been completed, and the traffic lights were working fine.

COUNCIL MEMBER REPORTS

Councilor Cross attended the Fire Levy party, Strategic Economic Development Corporation (SEDCOR) Luncheon, Latino Business Alliance Expo Negocio, Taco's and Talk, the Suicide Veterans Fundraiser, Chamber Forum Luncheon, Safe Routes to School, Red Kettle Kickoff Lunch for the

Salvation Army, and the Boys and Girls Club auction.

Councilor Juran helped hang the Christmas Street Lights. Upcoming was the Tree Lighting, the Christmas Lights Parade, and the Keizer Chamber Giving Basket Delivery.

Councilor Starr reminded dog owners of a notice on a mystery illness related to dogs and to avoid dog parks until the mystery illness was resolved. Upcoming would be the Miracle of Christmas Lights and there would be tree-giving tags at a number of locations. She reminded citizens to visit Keizer Chamber's social media for more information on basket wrapping and food sorting. She attended the Native American Storytelling at Keizer Heritage Foundation.

Councilor Kohler attended the McNary Orchestra Concert, SEDCOR Luncheon, Marion, Yamhill and Polk round-table, and a Keizer United event. He stated that toys could be recycled and there was a drop-off area in City Hall. He attended the Northwest Keizer Neighborhood Association meeting and the Parks Advisory Board meeting. He served a turkey dinner at the Southeast Community Center. He thanked those who put up the holiday decorations. The Keizer Community Dinner was coming up.

Councilor Reid attended the West Keizer Neighborhood Association Meeting, Ruby Bridges Walk to School Day, Keizer Heritage Foundation Annual Meeting, Ed Edmo Native American Story Telling hosted by the Cultural Center, the Homegrown Theater and Museum, McNary Bazaar, and Mid-Willamette Valley Community Action Agency Board Meeting. She would be attending the Keizer Public Arts Meeting. There are a couple of Book Fairs coming up and donations were welcomed.

Youth Councilor Woodard reported that at McNary, they had a Living History Day and had Veterans speak to the classes. Blue Day would include a Winter Sports Showcase. Mr. Woodard shared that the Free Application for Federal Student Aid (FAFSA) would be opening up soon. McNary Holiday Concerts, Holiday Band Concert, Orchestra Concert, and the Winter Choir were coming up. He attended the McNary Bazaar.

Mayor Clark attended the SEDCOR Luncheon, the Volunteer Coordinating Committee meeting, Latino Business Alliance Expo Negocio, the Marion County Health Building Ribbon Cutting, and the Mid-Willamette Valley Homeless Alliance Board meeting. She had a great conversation with Salem-Keizer Superintendent about connecting with community leaders in the area. She attended the Chinook Winds event in which the youth were celebrated, the Siletz Tribal Council Celebration Dinner, and hosted the Coffee with Cathy Holiday Preview. She would be on Koin 6 for Mayor's Monday. She attended the Salem-Keizer Area Transportation Study meeting (SKATS), and the Metropolitan Planning Organization meeting (MPO) on

Federal funding for transportation. There would be an Open House for the Verda Lane Project. She also thanked the Traffic Safety, Bikeways, and Pedestrian Committee for their good work on tracking items brought to their attention.

AGENDA INPUT

December 4, 2023 - 7:00 p.m. - City Council Regular Session

December 11, 2023 - 6:00 p.m. - City Council Work Session on The Strategic Plan

December 18, 2023 - 7:00 p.m. - City Council Regular Session

ADJOURNMENT

Mayor Clark adjourned the meeting at 9:24 p.m.

MAYOR:

APPROVED:

Cathy Clark

Dawn Wilson, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Laura Reid

Councilor #4 – Soraida Cross

Councilor #2 – Shaney Starr

Councilor #5 – Robert Husseman

Councilor #3 – Kyle Juran

Councilor #6 – Daniel R. Kohler

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.”