



MINUTES
KEIZER CITY COUNCIL
Monday, August 21, 2023
Robert L. Simon Council Chambers
Keizer, Oregon

CALL TO ORDER Mayor Clark called the meeting to order at 7:00 p.m.

ROLL CALL Roll call was taken as follows:

Present:

Cathy Clark, Mayor
Shaney Starr, Councilor
Kyle Juran, Councilor
Soraida Cross, Councilor
Robert Husseman, Councilor
Laura Reid, Councilor

Staff:

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

Absent:

Daniel Kohler, Councilor

FLAG SALUTE Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS
OF BUSINESS** None.

**COMMITTEE
REPORTS** *Lisa Cejka*, Keizer, representing the Parks Advisory Board provided an update. The September 12 Parks Advisory Board meeting was canceled since there would be a joint meeting scheduled to tour parks with the City Council on September 11. Ms. Cejka noted that the person responsible for the graffiti had been caught. Ms. Cejka drew attention to the small warming fires in Keizer Rapids Park and reminded the community that burning was not allowed in parks. There was discussion about cameras and when they would be in place.

PUBLIC COMMENTS *Carol Doerfler*, Keizer, asked about Verda Lane and for a status update regarding safety. She shared concerns over the speed limit as well as crossing safely. Discussion ensued regarding the safest route to the school due to construction in the area. Ms. Doerfler thanked Public Works Director Bill Lawyer, the Council and staff for the speed table that was being installed

on Cummings Lane.

PUBLIC HEARINGS None.

**ADMINISTRATIVE
ACTION**

- a. **RESOLUTION -** City Manager Adam Brown summarized his staff report and provided a presentation. Mr. Brown fielded questions regarding emergency management partners and the roles of members of the Keizer Emergency Planning Committee.
- Establishing the Keizer Emergency Planning Committee;**
- Repealing Resolution R2009-1987.** Councilor Starr moved to adopt Resolution Establishing the Keizer Emergency Planning Committee; Repealing Resolution R2009-1987. Councilor Reid seconded.

Mayor Clark offered a friendly amendment to Appendix A, Item 12 to insert the word "Salem" to clarify that the City Manager under that line item is the Salem City Manager. Councilors Starr and Reid accepted the amendment.

Mayor Clark offered a friendly amendment to Item 6 to allow for a voting alternate. Councilors Starr and Reid accepted the amendment.

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

- b. **ORDINANCE -** City Manager Adam Brown summarized his staff report.
- Regulating Parades, Special Events, and Temporary Closure of Streets for Block Parties; Repeal of Ordinance No. 90-178 and Ordinance No. 2000-419.** Discussion ensued regarding amendments to the Ordinance including: defining terms, notifications, outreach, ongoing communication, violations, fees, overtime fees and costs, timelines, insurance requirements, time, manner and place of event and consideration of traffic.
- Patti Tischer*, Greater Gubser Neighborhood Association President, had questions regarding timeframes, signs, the process, and expressed concerns about the responsibility of the outreach not being on the neighborhood association.

There was discussion regarding traffic during the Miracle of Lights Event.

City Attorney Johnson explained that the City Manager would have the right to waive the timeframe as part of a collaborative process.

The draft ordinance would be revised and brought back for consideration.

The Mayor called for a recess at 9:19 p.m.

**c. Operating
Businesses in
Parks and Other
Public Spaces**

Mayor Clark called the meeting back to order at 9:28 p.m.

Councilor Juran declared a potential or perceived conflict of interest. The nature of the conflict was that he had a relative who could have a pecuniary interest in the outcome of the matter. Since it was something that could potentially benefit a larger group, he would participate in the discussion and vote.

Mr. Johnson reviewed the options provided in the staff report. Discussion ensued regarding requirements to include in an Ordinance including the business being insured, licenses, a permit process. There was consensus by the Council to have staff draft a limited scope and rules Ordinance for food and drink businesses in public places.

**CONSENT
CALENDAR**

Councilor Reid pulled Item c.

**a. RESOLUTION –
Authorizing the
City Manager to
enter into a
contract with
Newman Paving
and Curbing Inc.
for paving work at
various locations.**

Councilor Starr moved to adopt Consent Calendar items a, b, and d. Councilor Reid seconded. Motion passed unanimously as follows:
AYES: Clark, Husseman, Cross, Reid, Starr and Juran (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Kohler (1)

Councilor Reid stated she would not vote on the minutes as she was not present at the meeting.

Mayor Clark requested to make corrections to the August 7, 2023 minutes to change "Claggett Creek Street" to "Claggett Street" on page two and changing "federal" to "state" funds on line three of page six.

Councilor Starr moved for approval of the Consent Calendar item c with the corrections as noted. Councilor Husseman seconded. Motion passed unanimously as follows:

AYES: Clark, Husseman, Cross, Starr and Juran (5)
NAYS: None (0)
ABSTENTIONS: Reid (1)
ABSENT: Kohler (1)

**b. RESOLUTION –
Authorizing the
City Manager sign
amendment to
Cooperation
Agreement for
Community
Development
Block Grant
Funds.**

- c. Approval of the
August 7, 2023
Regular Session
Minutes.
- d. Approval of the
August 14, 2023
City Council Work
Session Minutes.

OTHER BUSINESS

Mayor Clark enjoyed the exchange students, the Mayor and his wife from City of Iyo, Japan. The visit was to generate opportunities to engage in economic and cultural activities with the students and between the two cities. The Council agreed to bring a proposal forward for a sister-city relationship with Japan. Mayor Clark expressed appreciation for the Walkers and Mavericks independently for welcoming and the dedication of students and distinguished guests.

STAFF UPDATES

Assistant City Manager Wood shared that the City had received the Government Finance Officer Association Award for the annual financial report for the 24th consecutive year.

Chief Teague shared that Blast Camp was a blast regardless of the heat and expressed appreciation of all the volunteers and Lieutenant Copeland who spearheaded the event.

Mayor Clark announced that Sergeant LeDay was retiring and expressed gratitude for his extraordinary service in the community.

**COUNCIL MEMBER
REPORTS**

Councilor Cross attended Latino Business Alliance, YMCA Veterans Housing ribbon cutting, KeizerFEST, Willamette Valley Greeters, the annual Boys and Girls Club Brewfest at the Convention Center, and judged the parade floats.

Councilor Juran attended KeizerFEST. He reminded everyone of the last Summer Concert in the Park and ServeFest.

Councilor Starr attended the Keizer Community Library Board meeting and would be supporting them in a board training. She attended the Marion County Public Safety Coordinating Council meeting, KeizerFEST, and judged the parade floats. Councilor Starr spent time with an individual in Keizer at a lemonade stand raising money to buy school supplies for children in foster care. She reminded everyone about the Keizer Community Dinner, and the Civic Center space would be hosting US Representative Andrea Salinas.

Councilor Husseman thanked the Oregon Department of Transportation

(ODOT) representatives and a few anonymous crew members for their work on the pavement on the MLK Parkway path. Councilor Husseman congratulated the incoming sixth graders.

Councilor Reid attended the Keizer Heritage Foundation Board meeting and noted the museum needed volunteers. She gave the Japanese students a tour of the Cultural Center, and she judged the Mayor's pet parade. Councilor Reid shared McNary was welcoming a new principal and sports had started the previous week at McNary. She thanked Erik Jespersen for being wonderful for all the years. Keizer Homegrown Theatre would be sponsoring an opera.

Mayor Clark wished student athletes a positive and healthy season. Mayor Clark attended the Mayor's Conference and expressed appreciation for the generous donations that Councilor Cross obtained to raise funds for scholarships that will allow mayors from smaller cities to attend the conference. The August edition of Coffee with Cathy was on Keizer 23 and the Mayor's Facebook page. Trashy Tuesday was the following night which had been a great outreach to keep waterways clean. She noted that the State Fair would open Friday and advised the community to watch for traffic heading to the State Fairgrounds.

AGENDA INPUT

September 5, 2023 (Tuesday) – 7:00 p.m. - City Council Regular Session

September 11, 2023 – 6:00 p.m. - City Council/Parks Advisory Board Joint Work Session – City Parks Tour

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

Mayor Clark requested the Council have a second work session the 4th Monday in September on the work of housing homelessness on the two-county continuum. She would invite service providers, code enforcement and a police representative. There would probably be a work session in October for the Strategic Plan and Personnel Policies were penciled in for October.

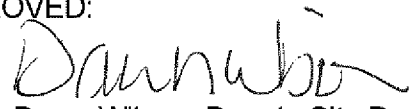
ADJOURNMENT

Mayor Clark adjourned the meeting at 10:37 p.m.

MAYOR:


Cathy Clark

APPROVED:


Dawn Wilson, Deputy City Recorder

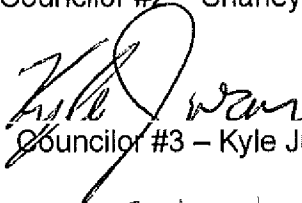
COUNCIL MEMBERS


Councilor #1 – Laura Reid

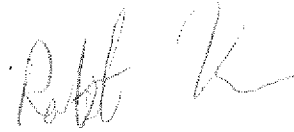

Councilor #4 – Soraida Cross



Councilor #2 – Shaney Starr



Councilor #3 – Kyle Juran



Councilor #5 – Robert Husseman

~ Absent ~

Councilor #6 – Daniel R. Kohler

Minutes approved: September 5, 2023

"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."