



MINUTES
KEIZER CITY COUNCIL
Monday, August 5, 2024
Robert L. Simon Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Clark called the meeting to order at 7:02 p.m.

ROLL CALL

Roll call was taken as follows:

Present:

Cathy Clark, Mayor
Shaney Starr, Council President
Soraida Cross, Councilor
Robert Husseman, Councilor
Kyle Juran, Councilor
Daniel Kohler, Councilor
Laura Reid, Councilor

Staff:

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

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

SPECIAL ORDERS OF BUSINESS

Carolyn Holman, Rhonda Rich, Carol Phipps, and Kris Adams, West Keizer Neighborhood Association, recognized Carol Doerfler for her many years of service to the community and for her dedication to the safety and quality of life for the children and families of West Keizer through the sharing of stories about Ms. Doerfler.

The Council recognized Ms. Doerfler for her volunteer service to the community.

Baron Robinson, Executive Director, Kickin' Cancer, awarded Police Chief Copeland with the Most Valuable Player (MVP) trophy for his participation in the Battle of the Badges.

Item was discussed out of order.

Linnsey McCallister, Miss Oregon for American Strong, spoke about her journey that began as Miss Keizer. She made her dream come true to be Miss Oregon and appreciated the Chamber of

Commerce's assistance. She said that about her platform would be based upon chronic illness as she represents Oregon when she goes to nationals.

COMMITTEE REPORTS

Keizer Fire District Chief Hector Blanco presented on the calls for service during the last month. He reminded the community that the Defensible Spaces Grant was still available. The next car seat clinic was coming up. They had responded to many wildfires. The community risk reduction program was having assessments completed, and they have collected resources. They were looking for pet fostering in case of an emergency and an agency that could help get cats down from trees.

Brenda Lamb and Tammy Saldivar, Traffic Safety, Bicycle, and Pedestrian Committee, provided an update from their most recent meeting. It was noted that street trees were good for traffic-calming and that there was a tree-planting grant that was possibly available. They asked if the City Council was interested in a grant. It was asked to have traffic studies video recorded. Chief Copeland suggested asking McNary student videographers to do the recordings.

Deborah Sisco, Keizer Public Art Commission (KPAC), provided an update from the most recent meeting. There may be several persons presenting plans for fence and street art at an upcoming KPAC meeting.

PUBLIC COMMENTS

Lisa Cejka, Keizer, appreciated the communication from the Holiday Swim Club for their recent swim event. She thanked the Council for their previous comments about more communication related to events that affect neighborhoods.

Council President Starr moved to suspend the Council rules to move item 8. a. ahead of the Public Hearings. Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Husseman, Cross, Kohler, Starr and Juran (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Councilor Cross moved for the turf fields to right underneath Public Comments and before Public Hearings. Councilor Juran seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Husseman, Cross, Kohler, Starr and Juran (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

PUBLIC HEARINGS

- a. **ORDINANCE - Declaring a Lien Against Properly Located at 5142 Hasbrook Avenue Northeast, Keizer, Oregon and Directing the City Recorder to Enter Such Lien in the Minor Lien Docket Pursuant to Ordinance No. 94-282 (Nuisance Abatement Procedure); Declaring an Emergency**

Mayor Clark opened the Public Hearing.

Planning Director Shane Witham summarized the staff report. Discussion followed regarding notification of the property owner's estate and the procedural process.

With no further testimony, Mayor Clark closed the Public Hearing.

Council President Starr moved to adopt an Ordinance Declaring a Lien Against Property Located at 5142 Hasbrook Avenue Northeast, Keizer, Oregon and Directing the City Recorder to Enter Such Lien in the Minor Lien Docket Pursuant to Ordinance No. 94-282 (Nuisance Abatement Procedure); Declaring an Emergency. Councilor Reid seconded. Motion passed unanimously as follows upon first reading:

AYES: Clark, Reid, Husseman, Cross, Kohler, Starr and Juran (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

- b. **RESOLUTION - Authorization for Supplemental Budget - General Fund Police Operations Department - Police Vehicle Outfitting Costs**
- RESOLUTION - Authorization for Supplemental Budget - General Fund Transient Occupancy Tax Department - Keizer Rapids Electrical Project**
- RESOLUTION - Authorization for Supplemental Budget - General Fund Transient Occupancy Tax Department - Keizer Heritage Museum Display Project**
- RESOLUTION - Authorization for Supplemental Budget - Street Fund - Pavement Markings Contractual Services**
- RESOLUTION - Authorization for Supplemental Budget - Park Services Fund - Pickleball Court Project**
- RESOLUTION - Authorization for Supplemental Budget - Transportation Improvement Fund - Short Term Loan**
- RESOLUTION - Authorization for Supplemental Budget - Public Employee Retirement System (PERS) Obligation Fund - Short Term Loan**

Mayor Clark opened the Public Hearings.

Assistant City Manager Tim Wood summarized the staff report. Mayor Clark pulled the item for General Fund Transient Occupancy Tax - Keizer Rapids Park Electrical Expansion Project. She noted that there was \$1,000 received from PGE and a lower cost for the project that changed from \$13,300 to \$10,500, and change the contingency balance to \$66,300, and Item c, the contingency would change to a starting point of \$66,300 and come down to \$63,500.

With no further testimony, Mayor Clark closed the Public Hearing.

Council President Starr moved to adopt the six Resolutions: Resolution R2024- Authorization for Supplemental Budget - General Fund Police Operations - Police Vehicle Outfitting Costs, General Fund Transient Occupancy Tax - Keizer Rapids Electrical Project, General Fund Transient Occupancy Tax Department - Keizer Heritage Museum Display Project, Street Fund - Pavement Markings Contractual Services, Park Services Fund - Pickle Ball Court Project, Transportation Improvement Fund - Short-term Loan, Public Employee Retirement System (PERS) Obligation Fund - Short-term Loan. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Husseman, Cross, Kohler, Starr and Juran (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Council President Starr moved the Keizer City Council transfer \$10,500 from contingency to Materials and Services in the General Fund Transient Occupancy Department to provide appropriations for the cost of expanding the electrical capabilities at the Keizer Rapids Park.

Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Husseman, Cross, Kohler, Starr and Juran (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

ADMINISTRATIVE ACTION

a. Artificial Turf Field Request for Proposals

Item was discussed out of order.

City Attorney Joseph Lindsay summarized the staff report. Discussion ensued regarding the various options for operating the artificial turf fields and how the Request for Proposal (RFP) process works, and the artificial turf field RFP.

Assistant City Manager Tim Wood commented that this project was being financed with American Rescue Plan Act (ARPA) money and partnering with Marion County, which was contributing \$2,000,000, and the City was matching with an additional amount with the ARPA funds.

Council President Starr asked about the content of the RFP and how she felt that there should have been additional details. She commented that two years ago, a PowerPoint was presented to the Council that listed partnerships with the Women's Football League and the Mid-Valley Soccer Club (MVSC), but they were not included in the RFP process.

Mayor Clark acknowledged letters submitted from Andrea Barocio, Reverend Dr. Greg Bolt, Amanda Broyles, Shaysie Chavez, David Hilgemann, Tiffany Puckett, Danielle Scott, Kristin Wynn, Onei Astorga, Natalie Janney, and Megan Stuck.

Shelby Gonzales, Salem, commented that she has grown up and lived in Keizer for 24 years, she expressed her concerns about the RFP process, and the intent to award. She spoke on the 2021 ARPA funding of the turf fields, how the MVSC was not awarded the management and use of the turf fields, and how the notice of intent to award management of the turf fields to Capitol Futbol Club's would be a mistake. She provided written comments.

Christine Dieker, Keizer, has been a longtime advocate for sports, amenities, and athletic events in Keizer and felt that they needed more use of fields and facilities (schools), the cost of sports was a problem, the RFP, and she requested that they rethink the decision to award the contract to a Keizer home-based entity or to someone who would speak to Keizer.

Derek Pratt, Keizer, was impressed with the Keizer community and MVSC. He noted that MVSC was a community organization and was affordable.

Rebecca Fineran, Keizer and President of the Salem Women's Football Association (SWFA), shared the SWFA was trying to bring football, athleticism, and community to Keizer, along with the partnership of MVSC.

Ryan Kinnet, Salem and Board Co-President of Mid-Valley Soccer Club, and Keizer has been his home for over 12 years. The MVSC served 1,200 Keizer kids, and they believe in the collaboration. They are challenged with a lack of funding due to cost increases, and they wanted to serve the kids of Keizer.

Council President Starr moved for the cancelation of the current solicitation process for management and operations of the Artificial Turf Fields at Keizer Rapids Park, finding it in the public interest to re-evaluate the operation plan and procurement processes. Reid seconded.

Councilor Cross commented on the learning moments and how she felt the ball was dropped. She wanted the kids to be able to play on the field.

Councilor Juran expressed his thanks for the comments.

Council President Starr commented on the many youth participating in the meeting, and that they were experiencing a real-life civic's lesson.

Councilor Kohler stated that the City has investments, cares, and wanted to see everyone succeed.

Councilor Husseman commented on the passion for successful operations. He thanked everyone for their time.

Councilor Reid commented on the various youth liaison positions on the various boards, commissions, and committees. She commented on the two brilliant organizations with youth outreach and that everyone was working together with the management of the fields.

City Manager Brown shared that he was the one who had written the RFP.

Mayor Clark shared that she had been the Treasurer of Keizer Soccer Club in the 90's. Soccer was a part of her son's growing up, and he learned team experiences, athleticism, and discipline. She commented on the community kids being "our" kids. She commented on how television depicts people engaged with civic and maybe not as civil as they should be. She commented that was what civil civics looks like. She encouraged having a voice to make a difference.

Motion carried unanimously as follows:

AYES: Clark, Reid, Husseman, Cross, Kohler, Starr and Juran (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

There was a five-minute recess.

Mayor Clark called the meeting back to order at 8:56 p.m.

b. RESOLUTION - Amending the Traffic Safety/Bikeways/Pedestrian Committee; Amending Resolution No. R2012-2256; Repealing Resolution R2023-3403.

City Recorder Melissa Bisset summarized the staff report.

Mayor Clark noted that Connect Oregon no longer exists and asked if it should be removed. There was discussion to see if the name of the Traffic Safety, Bikeways, and Pedestrian (TSBP) Committee could be updated. Mayor Clark suggested removing number 9 in Appendix A (the annual written or oral reports to Council) within the Resolution for the TSBP Committee. She also suggested adding the operation of the Neighborhood Traffic Management Program (NTMP) to Appendix A. Discussion ensued regarding acknowledging the role of the TSBP and the NTMP. It was suggested to shorten the TSBP name.

Tammy Salidvar, Chair of the Traffic Safety, Bikeways and Pedestrian Committee, and staff would meet to discuss the role of staff and the role of the TSBP Committee in the operation of the NTMP.

Councilor Husseman moved to adopt Resolution R2024- Amending the Traffic Safety/Bikeways/Pedestrian Committee; Amending Resolution No. R2012-2256; Repealing Resolution No. 2023-3403. Motion died for lack of a second.

c. ORDINANCE - Authorizing the Issuance of Bond for Pension Payments

Assistant City Manager Tim Wood summarized the staff report. Mr. Wood explained that the amount of the funds needed was an estimate. Discussion ensued regarding interest rates, the time needed to respond to the issuance of bonds, and the question of needing to borrow more money since the amount was an estimate.

Mr. Wood stated that the Council could wait until they have a more solid number of what needed to be borrowed, and there would be a two- to three-month period for the permanent financing. There was a one-year limit with the short-term loan so something would need to be in place by the end of that year.

Councilor Husseman moved to adopt an Ordinance Authorizing the Issuance of Bond for Pension Payments. Motion died for lack of second.

Mr. Wood stated that he would be working with the Bond Counsel and the Placement Agent until it was the right time to borrow. Mr. Wood explained that it would take some time to go through the process.

There was a suggestion to increase the amount, then there would be an option to take advantage of something in the future. The City could borrow only \$3,600,000, or they could borrow a not-to-exceed amount of \$5.5 million and hopefully capture a good interest rate. The City would only borrow what it needed at the time of the borrowing, and there would be a supplemental budget showing how the money would be spent.

Discussion ensued regarding the amount of time that was estimated for PERS to resolve the retiree accounts. The debt would be paid all at once rather than in chunks.

Mayor Clark suggested an amendment to increase the bond amount to \$5.5 million.

Council President Starr moved the Keizer City Council to adopt an Ordinance No. 2024- Authorizing the Issuance of Bond for Pension Payments not-to-exceed \$5.5 million. Councilor Reid seconded. Motion passed unanimously as follows upon first reading:

AYES: Clark, Reid, Husseman, Cross, Kohler, Starr and Juran (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

CONSENT CALENDAR

- a. **RESOLUTION - Authorizing the City Manager to Purchase 2024 Ford F-550 Service Truck for Public Works Department and Authorizing Disposition of Surplus Property**
RESOLUTION - Authorizing the City Manager to Purchase 2024 Ford F-150 4x4 Pickup for the Parks Division of the Public Works Department
RESOLUTION - Authorizing the City Manager to Purchase 2024 Ford F-150 4x2 Pickup for the Stormwater Division of the Public Works Department
- b. **Approval of July 8, 2024, City Council Work Session Minutes**
- c. **Approval of July 15, 2024, City Council Regular Session Minutes**

Councilor Cross requested to pull item 9. a.

Council President Starr moved for approval of the Consent Calendar items b and c. Councilor Reid seconded. Motion passed as follows:

AYES: Clark, Reid, Starr, Cross, Juran, Husseman and Kohler (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

There was discussion regarding trading in vehicles, the destination fee charge, and the body servicing fees for equipment and tools.

Council President Starr moved for approval of the Consent Calendar item a. Councilor Reid seconded. Motion passed as follows:

AYES: Clark, Reid, Starr, Cross, Juran, Husseman and Kohler (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

OTHER BUSINESS

City Manager Brown updated on the Water Agreement with Salem-Keizer School District for water at Whiteaker. The School District opted out of the contract and would continue the watering as they had been over the last five years.

It was asked for the City Council to get an update and a timeline for the centerpiece between Keizer and Salem. Mr. Lawyer suggested the Mayor or City Council call the City of Salem for an answer. There was discussion about the sign.

Council President Starr motioned to suspend the rules. Seconded by Cross. Motion passed unanimously as follows:

AYES: Clark, Reid, Starr, Cross, Juran, Husseman and Kohler (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

There was discussion about the City Attorney drafting a letter and referencing the agreement with the City of Salem that the sign was unsafe, an eyesore, and attracted graffiti and additional destruction. There was consensus of the City Council for the City Attorney to send the letter with Mayor Clark co-signing it on behalf of the Council and City.

STAFF UPDATES

City Manager Brown complimented Public Works Bill Lawyer and the Chamber's Liaison for working with PGE and completing the electrical at Keizer Rapids Park in time for KeizerFEST.

Chief Copeland reported on a drug take-back event. Coming up, they would be hosting National Night Out with 29 block parties signed up and Coffee with a Cop. He shared the number of calls per day and the total number of calls so far this year.

City Attorney Joseph Lindsay provided an update on the codification project.

COUNCIL MEMBER REPORTS

Mayor Clark and the Councilors each reviewed the events and meetings that they had attended as well as upcoming events.

AGENDA INPUT

Monday, August 12, 2024 - Work Session - Canceled

Monday, August 19, 2024 - 7:00 p.m.

City Council Regular Session

Tuesday, September 3, 2024 - 7:00 p.m.

City Council Regular Session

Monday, September 9, 2024 - 6:00 p.m.

City Council and Parks and Recreation Advisory Board Joint Work Session - Parks Tour

Monday, September 16, 2024 - 5:30 p.m.

City Council Work Session - League of Oregon Cities 2025-2026 Legislative Priorities Discussion

Monday, September 16, 2024 - 7:00 p.m.

City Council Regular Session

Monday, September 23, 2024 - 6:00 p.m.

City Council and Community Diversity Engagement Committee Joint Work Session

ADJOURNMENT

Mayor Clark adjourned the meeting at 10:40 p.m.

MAYOR:


Cathy Clark

APPROVED:


Dawn Wilson, Deputy City Recorder

Minutes approved: 08/19/2024

"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."