



MINUTES
KEIZER CITY COUNCIL
Monday, August 3, 2020
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER

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

Present:

Cathy Clark, Mayor
Kim Freeman, Councilor
Elizabeth Smith, Councilor
Roland Herrera, Councilor
Daniel Kohler, Councilor

Absent:

Marlene Parsons, Councilor
Laura Reid, Councilor

Staff:

Chris Eppley, City Manager
Shannon Johnson, City Attorney
Shane Witham, Community Development
Bill Lawyer, Public Works Director
John Teague, Police Chief
Tim Wood, Finance Director
Tracy Davis, City Recorder

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

SPECIAL ORDERS OF BUSINESS ~ None

COMMITTEE REPORTS ~ None

PUBLIC TESTIMONY ~ None

PUBLIC HEARING *Mayor Clark opened the Public Hearing.*

**a. Keizer Station
Area D Master
Plan
Amendment**

City Attorney Johnson read the statutory warning regarding quasi-judicial hearings. Councilor Smith announced that her daughter is a registered Grand Ronde tribal member. There were no other declarations or questions on statutory issues.

Interim Community Development Director Shane Witham then summarized the site plan and condition changes and his staff report and fielded questions regarding water detention, landscaping and setbacks.

Michael DeBlasi, Keizer, suggested that tree plantings be increased in the parking areas and that the interior intersection be changed to a roundabout that could be an amenity instead of just an intersection.

Mr. Witham responded that the tree requirement for this area is 20% higher than normal. Public Works Director Bill Lawyer added that he would not recommend a roundabout at this location because of its proximity to Chemawa Road traffic.

Alan Roodhouse, President of RPS Development Company, *Stacia Hernandez*, Chief of Staff for the Confederated Tribes of the Grand Ronde and *Dan McQue* from the Confederated Tribes of Siletz indicated they were available to answer any questions. There were no questions.

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

Councilor Freeman moved that the Keizer City Council direct staff to prepare an order adopting the proposed Area D Master Plan Amendment and Major Variance Approval. Councilor Herrera seconded. Motion passed as follows:

AYES: Clark, Freeman, Herrera, Smith and Kohler (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Parsons and Reid (2)

b. RESOLUTION – *Mayor Clark opened the Public Hearing.*

Exemption of the Purchase and Installation of Play Structure and Fall Protection Materials from Competitive Bidding for Claggett Creek Park

Mr. Johnson summarized his staff report. Mr. Lawyer provided additional explanation regarding the contractor and the fall protection surface.

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

Councilor Freeman moved that the Keizer City Council adopt a Resolution - Exemption of the Brand Name Specification Purchase of Surface America Fall Protection Product from Competitive Bidding and Purchasing Play Structure Materials, Surface America Fall Protection Materials, and Installation Services from Ross Recreation Equipment Co., Inc. for Claggett Creek Park. Councilor Herrera seconded. Motion passed as follows:

AYES: Clark, Freeman, Herrera, Smith and Kohler (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Parsons and Reid (2)

ADMINISTRATIVE ACTION

a. RESOLUTION – Placing on the Ballot the Question of Adoption of a New Home Rule Charter that Replaces the Current Charter

Mr. Johnson summarized his staff report.

Councilor Freeman moved that the Keizer City Council adopt a Resolution Placing on the Ballot the Question of Adoption of a New Home Rule Charter that Replaces the Current Charter and Authorizing Filing of Explanatory Statement Relating to Adoption. Councilor Herrera seconded. Motion passed as follows:

AYES: Clark, Freeman, Herrera, Smith and Kohler (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Parsons and Reid (2)

Mayor Clark urged Councilors to be actively involved in getting the message out to the public. Councilors Smith and Herrera volunteered to take the lead.

- b. ORDINANCE – Amending Keizer Development Code Regarding Sections 3.106, 3.107, and 3.108; Amending 98-389**
- Mr. Johnson reminded Council that the Ordinance is in response to direction from Council.
- Councilor Freeman moved that the Keizer City Council adopt a Bill for an Ordinance Amending Keizer Development Code Regarding Section 3.106 (Property Line Adjustment), Section 3.107 (Partitions), and Section 3.108 (Subdivisions, Planned Unit Developments, and Manufactured Home Parks); Amending 98-389. Councilor Herrera seconded. Motion passed as follows:
- AYES: Clark, Freeman, Herrera, Smith and Kohler (5)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Parsons and Reid (2)
- c. RESOLUTION – Authorizing Finance Director to Sign State of Oregon Grant Agreement (Grant No. 1079) (CARES Act Funds)**
- Mr. Johnson summarized his staff report noting that this is a reimbursement grant. City Manager Chris Eppley explained that the allocation is based on a population formula but there are a lot of strings attached. Finance Director Tim Wood provided additional information regarding how the funding could be spent and the timeline.
- Councilor Freeman moved that the Keizer City Council adopt a Resolution Authorizing Finance Director to Sign State of Oregon Grant Agreement (Grant No. 1079) (CARES Act Funds). Councilor Herrera seconded. Motion passed as follows:
- AYES: Clark, Freeman, Herrera, Smith and Kohler (5)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Parsons and Reid (2)
- d. RESOLUTION – Authorizing City Manager to Sign COVID-19 Emergency Business Assistance Program Forgivable Loan Agreement**
- Mr. Johnson summarized his staff report. Mr. Witham and Mr. Eppley provided additional information regarding outreach, amounts, recipients and the application process. Discussion followed regarding how to reach the underserved and organizations that assist with that.
- Councilor Freeman moved that he Keizer City Council adopt a Resolution Authorizing City Manager to Sign COVID-19 Emergency Business Assistance Program Forgivable Loan Agreement. Councilor Herrera seconded. Motion passed as follows:
- AYES: Clark, Freeman, Herrera, Smith and Kohler (5)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Parsons and Reid (2)

CONSENT CALENDAR

- a. RESOLUTION – Authorizing City Attorney to Sign Abacusnext Amicus Attorney Agreement
- b. RESOLUTION – Authorizing the Finance Director to Enter into Agreement with CenturyLink for Internet Services
- c. Approval of July 13, 2020 City Council Work Session Minutes
- d. Approval of July 20, 2020 City Council Regular Session Minutes

Councilor Freeman moved that the Keizer City Council approve the Consent Calendar. Councilor Herrera seconded. Motion passed as follows:

AYES: Clark, Freeman, Herrera, Smith and Kohler (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Parsons and Reid (2)

COUNCIL LIAISON REPORTS

Councilor Smith urged everyone to donate to the Keizer Food Bank and to drive safely and thanked both Mr. Lawyer for his explanation on street striping and members of the Charter Review Task Force.

Councilor Freeman thanked everyone for their patience during paving projects, announced upcoming events and meetings, urged everyone to check on neighbors during the heat and to support the local food bank and announced that the local community action agency has rent and energy assistance funds available if needed.

Councilor Herrera shared information regarding events and meetings in which he had participated, recognized David Emami who is Oregon's first Iranian-American member of a City Council, thanked Hersch Sangster for organizing the upcoming bike repair event, shared information about an interaction he had with a community member who was concerned about defunding the local police force, and thanked the Parks Department for repairing trip hazards and area parks.

Councilor Kohler reported on events and meetings that he had attended, announced upcoming ones and noted that he had received calls supporting the Keizer Police. He expressed sadness at the stress that families are experiencing due to Covid-19 restrictions and urged everyone to be patient and kind.

Mayor Clark reported on meetings and events she had attended, encouraged everyone to continue taking preventative measures to slow the spread of the Corona virus, thanked everyone involved with the most recent Coffee with Cathy, and shared information regarding the Marion-Polk Food Share.

OTHER BUSINESS

Public Works Director Bill Lawyer explained that he had reviewed the sidewalk permit submitted for the Dearborn/Delight path and discovered that it was the old plan. He will be following up with staff and the school representatives to making corrections.

**WRITTEN
COMMUNICATIONS**

Mayor Clark referred to a new letter regarding fireworks and thanked Chief Teague for his recommended language regarding regulation of fireworks noting that she had passed that on. She also suggested that a letter be sent to Marion County urging that the safety of the Quinaby/River Road intersection be improved. Council agreed that a letter should be written and submitted at the Area Commission meeting on Thursday.

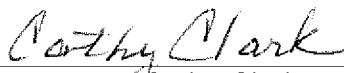
AGENDA INPUT

August 10, 2020 - 6:00 p.m. - City Council Work Session - Cancelled
August 17, 2020 - 7:00 p.m. - City Council Regular Session
September 8, 2020 (Tuesday) - 7:00 p.m. - City Council Regular Session
September 14, 2020 - 6:00 p.m. – Council Work Session - Parks Tour
Mayor Clark suggested that Council meet on September 28 to follow-up on the inclusivity goal.

ADJOURNMENT

Mayor Clark adjourned the meeting at 8:28 p.m.

MAYOR:


Cathy Clark

APPROVED:

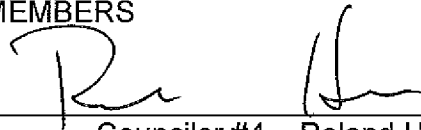

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

~ Absent ~

Councilor #1 – Laura Reid

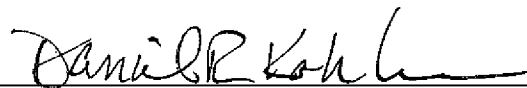

Councilor #2 – Kim Freeman


Councilor #4 – Roland Herrera

Councilor #5 – Elizabeth Smith

~ Absent ~

Councilor #3 – Marlene Parsons


Councilor #6 – Daniel R. Kohler

Minutes approved: August 17, 2020