



MINUTES
KEIZER CITY COUNCIL
Monday, October 2, 2023
Robert L. Simon Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Clark called the meeting to order at 7:04 p.m.

ROLL CALL

Roll call was taken as follows:

Present:

Mayor Cathy Clark
City Councilor Laura Reid
City Councilor Kyle Juran
City Councilor Soraida Cross
City Councilor Robert Husseman
City Councilor Daniel Kohler
Youth Councilor Grayton Woodard

Staff:

Tim Wood, Assistant City Manager
Shannon Johnson, City Attorney
Shane Witham, Planning Director
Andrew Copeland, Police Chief
Machell DePina, Human Resources
Director
Melissa Bisset, City Recorder

Absent:

Shaney Starr, Council President

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS
OF BUSINESS**

**a. Volunteer of the
Quarter Award -
Robin Richmond-
Barney**

Mayor Clark shared that *Robin Richmond-Barney* has been involved with almost every event in Keizer, such as River Fair, the Chamber of Commerce, the City's 40th Birthday, and many more. If there was an event, it was her organizational and communication skills, along with her ability to work with everyone in the community that made all of the events successful. Her influence on the community had been fantastic.

Councilor Kohler commented about working with Ms. Richmond-Barney on the 40th Birthday Party for the City of Keizer noting that she wanted to do everything and quickly executed tasks. She took care of things the way she was asked and would contribute even more. She did more than most people may know in making successful events.

Councilor Reid shared that she was on the team to plan the 40th Birthday for the City of Keizer. She shared that without Robin Richmond-Barney, the

pieces would not have come together as efficiently as they did. The turnout was huge and successful because of her.

- b. **Swearing in of Chief of Police Andrew Copeland** Mayor Clark shared that there was an official swearing in ceremony for Chief Copeland the previous Friday.
- Chief of Police Copeland expressed his gratitude and shared his passions, which included his faith, his family, policing, and football. He shared a story about treating others with love and respect on the worst day of their life. The Keizer Police Department would treat the community with love, and respect, be fair, and with transparency.
- c. **PROCLAMATION - Indigenous Peoples' Day - October 9th** Mayor Clark read the Proclamation for Indigenous Peoples' Day.
- d. **PROCLAMATION - Domestic Violence Awareness Month** *Paige Clarkson*, Marion County District Attorney, stated how important the work related to Domestic Violence was. She shared that in 2022, over 700 domestic violence cases were filed. For each one of those, there are many who choose not to report or call do not feel safe in their own homes, and are isolated from family and friends because of the abuser. She shared that it matters to bring awareness to the community. She expressed appreciation for the expert work of Ms. Jayne Downing and their partnership.
- Jayne Downing*, Executive Director of the Center of Hope and Safety, introduced Maxwell, a black service animal for the Center. They have had an incredible relationship with Police Chief Copeland who has been serving on the domestic violence response team for many years. She shared about the numbers of people they had served noting they had approximately 36,000 contacts last year and an estimated 4,000-7,000 people were served every year by their program. They provide a 24-hour bilingual line, shelter, walk-in services, and support groups. They have provided more than 18,000 nights of shelter through Project Turnkey. She shared some of the success related to their services and shared a story about an advocate who wrote about Maxwell serving a family.
- Mayor Clark read the Domestic Violence Awareness Month Proclamation.
- e. **PROCLAMATION - National Disability Employment Awareness Month** *Tammy Kunz*, Keizer Resident, shared information on National Disability Employment Awareness Month. She shared that Americans observe National Employment Awareness Month by paying tribute to the accomplishments of men and women with disabilities whose work helps keep the economy strong by reaffirming their commitment to ensuring quality and opportunity for all citizens. She added that everyone had value in the workplace and commented on the importance of accommodation, diversity, equality, and inclusion.

Mayor Clark read the National Disability Employment Awareness Month.

COMMITTEE REPORTS

Rhonda Rich, President of West Keizer Neighborhood Association, provided a report. She noted the speed table on Cummings Lane and shared the positive feedback from the principal of Cummings Elementary School. She shared when their upcoming meetings would be held.

Matt Lawyer, Keizer Planning Commission Chair, met on September 20th for training on rules and regulations related to the Planning Commission.

Mr. Lawyer thanked City Attorney Shannon Johnson, Planning Director Shane Witham, and Assistant Planner Dina Horner for their work for the Planning Commission, being responsive and doing good work. Mr. Lawyer recognized the Youth Liaison Angelica Sarmiento Avendano.

a. Volunteer Coordinating Committee Recommendations for Appointment - Keizer Budget Committee and Keizer Planning Commission.

Assistant City Manager Tim Wood reviewed the Staff Report, which included appointment recommendations from the Volunteer Coordinating Committee.

Mayor Clark commented that at the Volunteer Coordinating Committee meeting, there were some differences as to understanding how the voting process should work. A team met to review the process and an updated process would be discussed and adopted in the future. She thanked Deputy City Recorder Dawn Wilson, City Manager Adam Brown, and City Recorder Melissa Bisset for reviewing all of the iterations of the appointment process.

She expressed appreciation for the work of the volunteers of this committee. Mayor Clark commented on procedural difficulties, and none of them were due to the volunteer applicants or other committees.

It was noted that the City needed to have good recordings of the meetings.

Councilor Reid moved that Council accept the recommendation of the Volunteer Coordinating Committee and appoint Elaine Wilson, Jane Herb and Lore Christopher to positions 3, 4 and 5 respectively on the Keizer Budget Committee, for terms expiring August 31, 2026, and appoint Fernando Lopez and Robb Witters to positions 4 and 5 respectively to the Keizer Planning Commission, for the terms ending September 30, 2026.

Seconded by Councilor Kohler. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Starr (1)

PUBLIC COMMENTS

Four letters were submitted by Tammy Kunz, Keizer Resident, on traffic concerns; Dana L. Petre-Miller, Keizer Resident, on fossil fuels in buildings; Debra Randolph, Keizer Resident, on the City of Keizer sign and planter, which was in the City of Salem; and Steven Thierman on the Heritage and Historical Tree Program.

Kaylee Hanson, President; *Pawat Potisuk*, Vice President; *Reesa Ramirez*,

Public Relations Officer; and *Pawit Potisuk*, Historian, of the National Honor Society asked the City Council to be judges on Sunday, October 29th, at their annual Trunk or Treat. Mayor Clark commented on the fun and thanked them for the event. Councilor Reid and Councilor Cross would be available to attend.

David Rheinholdt, President, and *Angolina Martinez*, Director of Operations, of the Latino Business Alliance spoke about Expo Negocio, an annual event to help new or existing businesses to attend classes. It was an all-day event in the Civic Center where there would be free food, no expense for the public, and everyone was welcome to attend. They requested rental assistance from the City. Mayor Clark noted it was a fantastic event.

PUBLIC HEARINGS

There were no public hearings.

ADMINISTRATIVE ACTION

- a. **Latino Business Alliance 2023 Expo Negocio - Community Center Fee Waiver** Assistant City Manager Wood reviewed his Staff Report. The total fees were a \$2,500 use fee and a \$1,500 refundable deposit for a total of \$4,000.
- Discussion ensued regarding formalizing a policy related to the collection of the refundable deposit.

It was noted that the request was to waive the use fee of \$2,500.

Councilor Reid moved the City Council approve a Waiver for the Community Center Use Fee for the Latino Business Alliance 2023 Expo Negocio on November 9, 2023. Seconded by Councilor Kohler. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Starr (1)

- b. **ORDINANCE - Establishing Keizer Parks Regulations; (Repealing Ordinance No. 2018-791, Ordinance No. 2022-846 and Ordinance No. 2023-857) RESOLUTION - Establishing Keizer Park Use**
- City Councilor Juran declared a potential conflict of interest since his son had asked for it to be brought up.
- City Attorney Johnson reviewed the Ordinance amendments.
- Discussion ensued regarding the designee and the different types of vendors.
- Councilor Reid moved that the City Council adopt Ordinance No. 2023, Establishing Keizer Parks Regulations; (Repealing Ordinance No. 2018-791, Ordinance No. 2022-846 and Ordinance No. 2023-857) as updated by the City Attorney with the version on the Dias. Seconded by Councilor Kohler.
- Councilor Husseman proposed a Friendly Amendment to Sections 27 sub

Fees; Repealing Resolution R2019-2978 17, 18, and 24, to raise each fine to \$200 from the existing \$150. Councilor Reid as the Mover, did not accept the Friendly Amendment.

Councilor Husseman moved to amend Sections 27, sub 17, 18 and 24 to raise each fine from \$150 to \$200. Motion died for lack of a second.

The original Motion that the City Council adopt Ordinance No. 2023, Establishing Keizer Parks Regulations; (Repealing Ordinance No. 2018-791, Ordinance No. 2022-846 and Ordinance No. 2023-857) as updated by the City Attorney with the version on the Dias was voted on. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Starr (1)

City Attorney Johnson reviewed the fees and the proposal. Discussion ensued regarding the staff time it may take to administer the work.

Councilor Reid moved the City Council adopt Resolution Establishing Keizer Park Use Fees; Repealing Resolution R2019-2978. Seconded by Councilor Kohler. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Starr (1)

CONSENT CALENDAR

Councilor Reid moved the City Council approve the Consent Calendar. Seconded by Councilor Kohler. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Starr (1)

a. RESOLUTION – Granting Consent to the Volcanoes Stadium Field Light Replacement Project

b. Approval of September 11, 2023 Keizer City Council & Parks Advisory Board Joint Work

Session Meeting Minutes.

OTHER BUSINESS

There would be an Executive Session on October 4th and three City Councilors needed to attend remotely.

Councilor Reid moved the City Council to permit Council President Starr, Councilor Husseman, and Councilor Juran to attend the Executive Session on October 4, 2023, at 6 p.m. remotely. Seconded by Councilor Kohler. Motion passed unanimously as follows:

AYES: Clark, Reid, Cross, Husseman, Kohler and Juran (6) with Starr absent.

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Starr (1)

STAFF UPDATES

Human Resources Director DePina reported that the City had Municipal Worker I and Event Host Temp positions open. She encouraged applicants to apply.

Chief of Police Copeland shared upcoming community engagement opportunities that include Coffee with a Cop, and Faith in Blue. The Police Department would join the annual Open House at the Fire Department and Truck or Treat at McNary High School

City Attorney Johnson noted that he had provided training related to Quasi-Judicial and Legislative decisions at a recent Planning Commission Meeting.

COUNCIL MEMBER REPORTS

Councilor Cross attended the YMCA Board Executive Committee meeting, Liberty House Luncheon, Keizer Chamber After Hours hosted by Latino Business Alliance, Catholic Community Services Luncheon, Keizer Proclamation for Navy Week, YMCA Board of Director's meeting, Keizer Community Dinner, Council of Governments Legislative Breakfast, and Living Well Radio Show. She was looking forward to the Public Safety Panel.

Councilor Juran attended the Government Affairs Committee with the Chamber, KeizerFEST meeting debrief, Planning Commission Meeting, Liberty House Luncheon, Salem-Keizer Future Farmers of America (FFA) Benefit, Chief Copeland's swearing in ceremony, and a meeting with Mid-Willamette Valley Council of Governments.

Mayor Clark announced that a grant application update was submitted for the City's Economic Opportunities Analysis.

Councilor Kohler reported that Keizer United had their meeting and there would be an upcoming resource sharing. He thanked the Keizer Rotary Satellite Club for doing an amazing job at the Keizer Community Dinner.

Councilor Husseman reported on the Traffic Safety, Bikeways, and Pedestrian Committee meeting where there was discussion about obstruction and planning, and there would be education provided by the Planning Department.

Councilor Reid reported on Keizer Public Arts Commission meeting, and she invited interested citizens to attend the upcoming Community Diversity Engagement Committee because there would be input on the Neighborhood Traffic Management Program.

Youth Councilor Woodward reported on the upcoming Districtwide Marching Band Showcase, Spirit Week, the annual Powder Puff Football game, and Homecoming, and he will be attending the upcoming American Legion dinner.

Mayor Clark announced the upcoming Mid-Willamette Valley Homeless Alliance executive meeting and the board meeting. She thanked all the presenters for the Council's discussion on Homelessness. The Navy Week flag would be displayed in City Hall. Mayor Clark would be attending the Miracle of Christmas Planning Group meeting, the Strategic Economic Development Corporation (SEDCOR) educational luncheon, the Marion County re-entry initiative breakfast, and the Mid-Willamette Valley Steering Committee on Transportation. She noted the Keizer Community Library book sale was coming up. She would also be attending the League of Oregon Cities Conference.

AGENDA INPUT

October 4th (Wednesday) at 6 p.m. - Executive Session

October 16th at 6 p.m. - Work Session

October 16th at 7 p.m. - Regular Session

October 23rd at 6 p.m. - Work Session on Right-of-Way and Franchising

ADJOURNMENT

Mayor Clark adjourned the meeting at 8:56 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.”