



MINUTES KEIZER CITY COUNCIL

Monday, June 19, 2017

**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
Marlene Parsons, Councilor
Roland Herrera, Councilor
Bruce Anderson, Councilor
Kim Freeman, Councilor
Amy Ryan, Councilor

Absent:

Laura Reid, Councilor

Staff:

Chris Eppley, City Manager
Shannon Johnson, City Attorney
Nate Brown, Community Development
Bill Lawyer, Public Works Director
Jeff Kuhns, Deputy Police Chief
Tim Wood, Finance Director
Debbie Lockhart, Deputy City Recorder

FLAG SALUTE Mayor Clark led the pledge of allegiance.

SPECIAL ORDERS OF BUSINESS None

COMMITTEE REPORTS

- a. Appointment to the Marion County Public Safety Coordinating Council**
- City Attorney Shannon Johnson explained that Councilor Herrera was asked to join the Marion County Public Safety Coordinating Council and Council procedures require that the Mayor make the appointment at a City Council meeting. Mayor Clark thanked Councilor Herrera for stepping into this very important role and announced the appointment. She added that Chief Teague also serves on this Council.

PUBLIC TESTIMONY

Lore Christopher, Keizer, representing the Arts Commission, provided information about the Commission's Story Pole Project. She shared informational pages with Council and provided detailed information regarding the execution of the project, partners involved, outreach and community involvement. She noted that in order for the Commission and its partners to move forward in the grant application process Council needs to (1) officially designate the proposed site, (2) give permission for the carving of the tree remnants, and (3) agree to provide limited maintenance once the tree remnants are carved.

Clint Holland, Keizer, reported that the Parks Advisory Board approved a proposal from Wayne Frey to create and maintain a soccer field at Country Glen Park and recommended Council allow this and that the field be kept available for multiuse activities. Mr. Holland also shared the Keizer Rotary Amphitheater concert schedule.

Jerry Crane, Keizer, reported that the Planning Commission had considered proposed amendments to Section 2.303 (Off-street Parking and Loading) of the Code and recommended acceptance by Council. He provided additional information about events planned at Volcano stadium for the upcoming eclipse weekend.

Allen Barker, Keizer, urged Council to refrain from passing an Inclusivity Resolution because it could infringe on national or federal laws and put federal funding received by the city at risk. He suggested that labeling specific peoples only causes more divisiveness and urged Council instead to focus on providing housing and healthcare for veterans and taking care of the local folks before addressing things outside the community. Mayor Clark responded that one of the Council goals is community engagement and connectivity and she hopes to focus on the proposed action steps to make Keizer a better community.

PUBLIC HEARINGS *Mayor Clark opened the Public Hearing.*

- a. RESOLUTION – Authorizing City Manager to Send Letter Extending Consortium Cooperation Agreement for Three Years**
- Mr. Johnson reminded Council that this matter was discussed at the June 5 meeting but approval needed to be done at a Public Hearing. He noted that the City of Salem manages the program for Keizer and Salem is asking that the Agreement be extended for another three years. Council is also being asked to review the annual action plan and the long range consolidated plan for the program.

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

Councilor Parsons moved that the Keizer City Council adopt a Resolution Authorizing City Manager to Send Letter Extending Consortium Cooperation Agreement for Three Years. Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Parsons, Ryan, Freeman, Herrera and Anderson (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Reid (1)

RESOLUTION – Adopting the Housing and Community Development Action Plan – One Year Use of Funds – Salem and Keizer 2017/2018

Councilor Parsons moved that the Keizer City Council adopt a Resolution Adopting the Housing and Community Development Action Plan – One Year Use of Funds – Salem and Keizer. Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Parsons, Ryan, Freeman, Herrera and Anderson (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Reid (1)

**RESOLUTION –
Adopting the
Housing and
Community
Development
Consolidated
Plan 2015-2019**

Councilor Parsons moved that the Keizer City Council adopt a Resolution Adopting the Housing and Community Development Consolidated Plan 2015-2019. Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Parsons, Ryan, Freeman, Herrera and Anderson (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Reid (1)

**b. ORDINANCE –
Amending
Keizer
Development
Code
Regarding
Section 2.107,
Section 2.109,
Section 2.112,
Section 2.113,
Section 2.114,
Section 2.116,
Section 2.119,
Section 2.308,
and Section
2.434;
Amending
Ordinance 98-
389**

Mayor Clark opened the Public Hearing.

Community Development Director Nate Brown explained that last year Council passed an ordinance allowing mobile food units in the CG zone. Since that time staff has found certain things that need to be changed and is proposing that mobile food units be allowed in all commercial zones. Changes include (1) parking: 2 stall minimum, (2) clarification of signage, (3) prohibition of outdoor storage, (4) allowance for temporary covered space, (5) clarification of POD language, (6) hours of operation clarified, and (7) prohibition of drive-through windows.

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

Councilor Parsons moved that the Keizer City Council adopt a Bill for an Ordinance Amending Keizer Development Code Regarding Section 2.107 (Mixed Use), Section 2.109 (Commercial Retail), Section 2.112 (Commercial General), Section 2.113 (Industrial Business Park), Section 2.114 (General Industrial), Section 2.116 (Public), Section 2.119 (General Employment), Section 2.308 (Signs), and Section 2.434 (Mobile Food Vendors); Amending Ordinance 98-389. Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Parsons, Ryan, Freeman, Herrera and Anderson (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Reid (1)

**ORDINANCE –
Adopting the
Mobile Food
Vendor Permit
Process**

Councilor Parsons moved that the Keizer City Council adopt a Bill for an Ordinance Adopting the Mobile Food Vendor Permit Process. Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Parsons, Ryan, Freeman, Herrera and Anderson (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Reid (1)

**ADMINISTRATIVE
ACTION**

a. RESOLUTION –

Mr. Johnson explained that Salem-Keizer School District has requested the cities of Salem and Keizer to allow it to build a fiber optic telecommunications system in the public right-of-ways. The project would connect the schools and other district facilities. The district has negotiated

- Authorizing the City Manager To Sign Intergovernmental Agreement between the City of Keizer and Salem-Keizer School District 24J** an agreement that is roughly similar to the one they have worked out with the City of Salem and has agreed to pay Keizer \$4,000 per year to use the city's right-of-way.
- Authorizing the City Manager To Sign Intergovernmental Agreement between the City of Keizer and Salem-Keizer School District 24J** Councilor Parsons moved that the Keizer City Council adopt a Resolution Authorizing the City Manager To Sign Intergovernmental Agreement between the City of Keizer and Salem-Keizer School District 24J. Councilor Freeman seconded. Motion passed as follows:
- AYES: Clark, Parsons, Ryan, Freeman, Herrera and Anderson (6)
 NAYS: None (0)
 ABSTENTIONS: None (0)
 ABSENT: Reid (1)
- b. RESOLUTION – Supporting Keizer Public Arts Commission Story Pole Project** Mr. Brown pointed out that Council had already received an explanation about the project. He noted that the City is not applying for the grant but is endorsing it.
- Supporting Keizer Public Arts Commission Story Pole Project** Councilor Parsons moved that the Keizer City Council adopt a Resolution Supporting Keizer Public Arts Commission Story Pole Project. Councilor Freeman seconded. Motion passed as follows:
- AYES: Clark, Parsons, Ryan, Freeman, Herrera and Anderson (6)
 NAYS: None (0)
 ABSTENTIONS: None (0)
 ABSENT: Reid (1)
- c. RESOLUTION – Authorization for Supplemental Budget – Interfund Loan From Transportation Improvement Fund to Water Facility Fund** Finance Director Tim Wood explained that the 2016-17 Adopted Budget provides for a \$100,000 borrowing in the Water Facility Fund to provide additional resources in support of the current year capital outlay plan. At the time the budget was adopted it was not identified if this would be an internal or external borrowing. In lieu of an external borrowing the Transportation Improvement Fund could loan up to \$100,000 to the Water Facility Fund resulting in a cost savings to the Water Facility Fund of approximately \$4,000 to \$5,000 in interest expense per year. Interfund loans pay 1.3% interest whereas a bank would charge 4-6%.
- Authorization for Supplemental Budget – Interfund Loan From Transportation Improvement Fund to Water Facility Fund** Councilor Parsons moved that the Keizer City Council adopt a Resolution Authorization for Supplemental Budget – Interfund Loan From Transportation Improvement Fund to Water Facility Fund. Councilor Freeman seconded. Motion passed as follows:
- AYES: Clark, Parsons, Ryan, Freeman, Herrera and Anderson (6)
 NAYS: None (0)
 ABSTENTIONS: None (0)
 ABSENT: Reid (1)
- d. ORDINANCE – Regulating Parking and** Mr. Johnson explained that this matter came before Council in April and Council directed staff to continue working on the regulations. Staff worked on definitions, fire lanes, and fine amounts. Police staff worked with Code

**Establishing
Enforcement
Procedures;
Repealing
Ordinances**

**2005-535, 2014-
708, and 2017-
769**

Enforcement and came up with the following fines: (1) Minimum: \$20; (2) Presumptive: \$35; (3) Maximum: \$500. He noted that although a Public Hearing is not required to adopt these fees, State law requires that the public is given an opportunity to comment.

There were no comments from the public.

Councilor Parsons moved that the Keizer City Council adopt an Ordinance Regulating Parking and Establishing Enforcement Procedures; Repealing Ordinances 2005-535, 2014-708, and 2017-769. Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Parsons, Ryan, Freeman, Herrera and Anderson (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Reid (1)

**RESOLUTION –
Establishing
Administrative
Fee Relating to
Parking Violation
Impounds**

Councilor Parsons moved that the Keizer City Council adopt a Resolution Establishing Administrative Fee Relating to Parking Violation Impounds. Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Parsons, Ryan, Freeman, Herrera and Anderson (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Reid (1)

**e. Cancellation of
July 3, 2017
City Council
Regular
Session**

Mr. Eppley explained that the July 3 meeting falls just before Independence Day and the City Charter requires only one meeting per month. If a meeting is to be cancelled it must be done by a majority vote.

Councilor Parsons moved that the Keizer City Council cancel the July 3, 2017 City Council Regular Session meeting. Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Parsons, Ryan, Freeman, Herrera and Anderson (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Reid (1)

**CONSENT
CALENDAR**

- a. RESOLUTION – Authorizing the City Manager to Purchase 2017 Ford K8A AWD Police Interceptor Vehicle for Police Department
- b. RESOLUTION – Authorizing the Mayor to Enter Into Municipal Judge Services Contract with A. Carl Myers
- c. RESOLUTION – Authorizing Chief of Police to Enter Into Lock and Track Usage Agreement with Marion County
- d. Approval of May 15, 2017 Regular Session Minutes
- e. Approval of June 5, 2017 Regular Session Minutes

Councilor Parsons moved for approval of the Consent Calendar. Councilor Freeman seconded. Motion passed unanimously as follows:

AYES: Clark, Parsons, Freeman, Herrera, Ryan and Anderson (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Reid (1)

COUNCIL LIAISON REPORTS

Councilor Ryan reported that Keizer United is trying to get the Buckaroo Ball back in place for a fundraising event; she recently began working on the CASA Board as a private citizen and she attended the Marion County Public Safety Commission meeting as a guest.

Councilor Freeman announced that in July the Traffic Safety/Bikeways/ Pedestrian Committee meetings will be televised; she praised members of the Volunteer Coordinating Committee for their work, thanked the public for their participation at the recent Special Session on a Public Safety Fee, announced vacancies on the Keizer Points of Interest Committee and Mid-Willamette Valley Community Partnership and urged students to volunteer as committee liaisons this fall.

Councilor Parsons reported that she had attended the Marion County Commissioners Breakfast, the tree planting ceremony at Meadows Park and the Special Session on Police funding and announced that the Eclipse planning group is meeting every two weeks to check in and follow up on tasks.

Councilor Herrera announced that he had attended the Marion County Public Safety Commission meeting and the Special Session on Police funding; he met with Christy Snyder who will help with the Kennedy Academy for Leadership Club next year. He added that Austin Bibens-Dirkx got another win for the Rangers.

Councilor Anderson thanked everyone for participating in the recent Special Session, voiced appreciation to Mark Caillier for hosting the Claggett Creek Watershed Council event on the 14th, thanked Classic Tap Dance for a wonderful recital and commended the dance teachers.

Mayor Clark reported that the Council of Governments Executive Board met recently; the full board will meet on the 29th. She attended the Strategic Economic Development Core Board meeting/luncheon, urged citizens to register for a National Night Out gathering, praised the Keizer Points of Interest Committee for the flood history display at Keizer Rapids Park, and announced her update on the State of the City address and the Volcanoes patriotic tribute to veterans on July 4.

OTHER BUSINESS

Deputy Chief Jeff Kuhns announced that Lorrie Phillips was now working for Polk County after serving 22 years in Keizer; Officer Martin Powell was awarded the Kenneth Snook Drug Recognition Expert Award of Excellence; Blast Camp is closed – it filled up in 3 days; and National Night Out registration is open.

**WRITTEN
COMMUNICATIONS**

Mayor Clark read a letter into the record from the Keizer Fire District in which the District urged Council not to pass the text amendment related to the fueling station requested by Safeway. Mr. Johnson noted that in fairness to the participants, further discussion should not take place until the July 17 meeting when it is on the agenda.

AGENDA INPUT

July 3, 2017

7:00 p.m. City Council Regular Session - Cancelled

July 10, 2017

5:45 p.m. – City Council Work Session

July 17, 2017

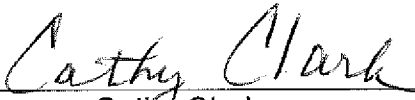
7:00 p.m. City Council Regular Session

ADJOURNMENT

Mayor Clark adjourned the meeting at p.m.

MAYOR:

APPROVED:


Cathy Clark



Debbie Lockhart, Deputy City Recorder

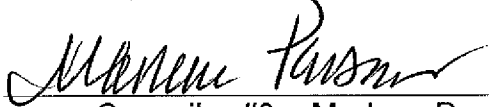
COUNCIL MEMBERS

~ Absent ~

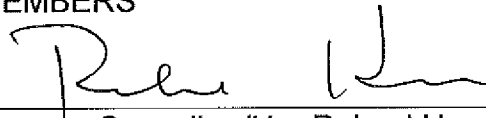
Councilor #1 – Laura Reid



Councilor #2 – Kim Freeman



Councilor #3 – Marlene Parsons



Councilor #4 – Roland Herrera



Councilor #5 – Amy Ryan



Councilor #6 – Bruce Anderson

Minutes approved: July 17, 2017