



**MINUTES
KEIZER CITY COUNCIL**

**Monday, June 3, 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
Kyle Juran, Councilor
Daniel Kohler, Councilor
Laura Reid, Councilor

Staff:

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

Absent:

Robert Husseman, Councilor

FLAG SALUTE Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS
OF BUSINESS**

- a. **PROCLAMATION -** Nevaeh Music of the Community Diversity Engagement Committee shared her experience in the City of Keizer commenting on the first time she saw a sign for Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ) Pride Month. She now understands that it's a symbol of acceptance and safety. She believes that the City of Keizer can do better supporting its LGBTQ community.

Mayor Clark read the Proclamation recognizing LGBTQ Pride Month. She presented the proclamation to Nevaeh Music and Benita Picazo from the Community Diversity Engagement Committee.

- b. **PROCLAMATION -** Mayor Clark noted that Grayton Woodard had done an excellent job serving as the Youth Councilor over the past year. Youth Councilor Woodard shared his experience being a Youth Councilor. Mayor Clark read a Proclamation

Woodard

recognizing the Youth Councilor Grayton Woodard.

COMMITTEE REPORTS

David Dempster, Keizer, representing the Traffic Safety, Bikeways and Pedestrian Committee (TSBP) provided an update on the activities of the TSBP. He noted that over the last several months, there had been more public comments. He reviewed some of the various concerns that had come to the Committee. He shared that the Committee keeps track of the status of the issues that are brought before the Committee.

Lore Christopher, Keizer, representing the Keizer Public Arts Commission (KPAC) provided an update. She noted that the first two wraps for the utility boxes would be done soon. They had selected the Holiday Card. More art would be purchased to be on display in the Council Chambers or in the Living Room.

PUBLIC COMMENTS

Written Comment from Tammy Kunz was acknowledged.

Colleen Busch thanked Jenny Ammon, Environmental Education Coordinator, for her service and her sharing of resources.

Barbara Minor, President of the Board of Directors for the Library, shared that they were preparing for their summer programming and they had a request for a fee waiver for use of the Event Center.

PUBLIC HEARINGS

a. ORDINANCE - Setting Water Rates (2025); Repealing Ordinance No. 2023-860

Mayor Clark opened the Public Hearing.

Assistant City Manager Tim Wood summarized the staff report. He explained that the Keizer Budget Committee Approved Budget includes a four percent rate increase effective January 1, 2025. The proposed rate would include a four percent discount that would be funded by resources transferred from the American Rescue Plan Act (ARPA) Fund.

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

Council President Starr moved to adopt Ordinance No. 2024- Setting Water Rates (2025); Repealing Ordinance No. 2023-860. Councilor Reid seconded. Motion passed unanimously as follows upon first reading:
AYES: Clark, Reid, Cross, Kohler, Starr and Juran (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Husseman (1)

b. RESOLUTION - Declaring the City's Election to Receive State Revenues

Mayor Clark opened the Public Hearing.

Assistant City Manager Tim Wood summarized the staff report. There was a question about approximately how much of the funding would support police operations. Mr. Wood noted that it was approximately 70 percent.

RESOLUTION -

Certifying that the City of Keizer Provides Four or More Municipal Services

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

Council President Starr moved to adopt Resolution R2024- Declaring the City's Election to Receive State Revenues. Councilor Reid seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Husseman (1)

Council President Starr moved to adopt Resolution R2024- Certifying that the City of Keizer Provides Four or More Municipal Services. Councilor Reid seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Husseman (1)

**c. RESOLUTION -
Adopting the
Fiscal Year 2024-
25 Budget,
Making
Appropriations,
and Imposing and
Categorizing
Taxes**

Mayor Clark opened the Public Hearing.

Assistant City Manager Tim Wood thanked the Budget Committee for their work on the City Budget. He summarized the staff report. Discussion followed regarding the amount of anticipated Transient Lodging Tax.

Jonathan Thompson, Board Treasurer for the Keizer Chamber, shared that the Budget Committee had requested that they attend the Public Hearing to present. There was a discussion about developing and formalizing an agreement between the City and the Keizer Chamber. It was noted that the agreement discussion would occur during Other Business later in the meeting. Corri Falardeau, Keizer Chamber Executive Director, was also present.

Mr. Wood suggested making a motion to move the \$76,800 in fund balance unassigned to contingency.

Audrey Butler, President of the Keizer Community Foundation, provided the history of the beginnings of Keizer Klosets and discussed the partnerships and fundraising strategies.

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

Council President Starr moved to transfer \$76,800 from the ending fund balance in the Transient Occupancy Tax (TOT) Fund account and transfer to the TOT Contingency Fund. Councilor Reid seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)
ABSENT: Husseman (1)

Council President Starr moved to adopt Resolution R2024 - Adopting the Fiscal Year 2024-25 Budget, Making Appropriations and Imposing and Categorizing Taxes. Councilor Reid seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Husseman (1)

d. ORDER - In the Matter of the Amendment of Rates for Franchise Solid Waste Collection Within the City of Keizer, Effective as of July 1, 2024 and January 1, 2025

Councilor Cross stated that she would be recusing herself from the discussion and vote as her husband had worked for Loren's Sanitation and Recycling for a quarter of a century.

Mayor Clark opened the Public Hearing.

City Manager Brown summarized the staff report. There was discussion about communication regarding a rate increase.

Sam Spink, Keizer, commented on his neighbors switching to smaller containers, which are holding excess amounts of trash behind for the next week, constituting a sanitary nuisance. He has noticed an uptick of rodents, rats, roaches, insects, and flies from the last rate increase. He expressed his concern for people who don't qualify for the discount rate and those who may be holding trash in their yards. He noted that when rates were raised in Portland, they had problems with people sneaking Biohazards into the recycling bins.

Representatives of Loren's Sanitation and Recycling Inc. and Valley Solid Waste Management Corporation, operating as Valley Recycling & Disposal, Inc. expressed their appreciation for the opportunity for the evaluation of their services and respectfully asked that the Council approve their request.

There was discussion regarding the effective date, communication with customers about the potential rate increase, increasing the communication about discounted rates for those needing assistance and inflation.

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

Council President Starr moved to adopt Order in the Matter of the Amendment of Rates for Franchise Solid Waste Collection Within the City of Keizer, Effective September 1, 2024, and then a revisit of the rates prior to the January 1, 2025, proposed rate increase. Councilor Kohler seconded.

The revisit of rates prior to January 1st would give time to determine the exact proposed rate increase after receiving the tipping fees and other rate

increases from the County, as well as to provide the residents with a longer period of awareness for the discount and for outreach so residents can budget.

City Attorney Lindsay noted this Order can be redrafted if the Council chooses the September effective date. He suggested not having the January date included and to start the review process in September due to noticing requirements in order to consider the January change.

Council President Starr made a friendly amendment to move to adopt Order in the Matter of the Amendment of Rates for Franchise Solid Waste Collection Within the City of Keizer, Effective September 1st and January 1, 2025. Councilor Kohler seconded the change in the Motion.

There was a question about the delay in two months. It was noted that there had not been an increase in a year and half.

Councilor Reid asked to make a friendly amendment to move to August 1st, 2024. Councilor Kohler agreed to the friendly amendment.

It was noted to have the 60 years of age and income requirement be addressed.

Motion passed as follows:

AYES: Clark, Reid, Kohler, Starr and Juran (5)

NAYS: None (0)

ABSTENTIONS: Cross (1)

ABSENT: Husseman (1)

ADMINISTRATIVE ACTION

a. Mayoral Appointment to Water Wastewater Task Force

City Manager Brown summarized the staff report.

Mayor Clark appointed Councilor Daniel Kohler to serve on the Water Wastewater Task Force. Assistant City Manager Tim Wood would be the alternate.

b. Keizer Rapids Park Amphitheater Summer Concert Series

Kevin Dial, Valor Mentoring Board Member, shared that Keizer Chamber of Commerce and Uptown Music were partnering to bring a Summer Concert Series to Keizer Rapids Park. Corri Falardeau, Keizer Chamber Executive Director, shared information about the cost and planning of the Concert Series.

Council President Starr moved that the City Council approve the partnership of Valor Mentoring, Uptown Music, and the Keizer Chamber of Commerce to plan and carry out the Summer Concert Series and that the City Council approve the waiver of fees in the amount of \$2,123 for the amphitheater.

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

CONSENT CALENDAR

- a. **RESOLUTION - Authorizing the City Manager to Award and Enter Into an Agreement With K&E Paving, DBA H&H Paving for 2024 Pavement Resurfacing**
- b. **RESOLUTION - Authorizing the City Manager to Enter Into an Agreement with Kelley Create for Email Migration Services**
- c. **Approval of May 20, 2024 Regular Session Minutes** Councilor President Starr moved that the Keizer City Council approve the Consent Calendar. Councilor Reid seconded. Motion passed unanimously as follows:
AYES: Clark, Reid, Starr, Cross, Kohler, and Juran (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Husseman (1)

OTHER BUSINESS

Assistant City Manager Wood shared that the Keizer Community Library had made a fee waiver request in a timely manner at the end of April.

Council President Starr moved to suspend the rules to take up the matter of the Keizer Community Library Fee. Seconded by Reid. Motion passed unanimously as follows upon first reading:
AYES: Clark, Reid, Cross, Kohler, Starr and Juran (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Husseman (1)

Council President Starr moved to waive the room use fees in the amount of \$937.50 for the dates of June 26, 2024, July 10, 2024, July 24, 2024, and August 21, 2024. Councilor Reid seconded. Motion passed unanimously as follows upon first reading:
AYES: Clark, Reid, Cross, Kohler, Starr and Juran (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Husseman (1)

Mayor Clark stated that the Chamber asked the City to work with their Board on policies and processes that would possibly lead into the budget request.

Council President Starr moved to suspend the rules to take up the matter that the Chamber has to make the appointments. Seconded by Reid. Motion passed unanimously as follows upon first reading:
AYES: Clark, Reid, Cross, Kohler, Starr and Juran (6)

NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Husseman (1)

At the request of the Chamber, Mayor Clark announced that she, Councilor Juran, Councilor Cross would be the task force appointments to engage in conversation, and Mr. Brown or his designee if staff is needed.

Councilor Cross asked about hearing about Youth Peer Court during a Work Session. Council President Starr felt that it was a timely, urgent issue due to the graffiti and asked that it be moved up in the schedule. There was agreement to schedule the Youth Peer Court as the topic for the July 8th Work Session.

Mayor Clark asked about when the Council would like to discuss the Urban Growth Boundary (UGB) topic. It was suggested to have a series of closely scheduled work sessions for continuity purposes. Staff would bring a proposed schedule to the Council.

A Long Range Planning Task Force meeting would be scheduled for Tuesday, November 12, 2024.

STAFF UPDATES

City Manager Brown shared news about the artificial turf project funding request through a Congressional request. The Oregon Parks and Recreation Department gave notice that the City can move forward with Phase II, which is the presentation to the selection committee for the turf fields.

City Recorder Bisset shared that there would be an election on November 5, 2024, for the Mayor and three City Councilor Positions. She announced that the first day to file would be June 5th.

Chief Copeland appreciated the laughter during the meeting.

Public Works Director Lawyer shared that Public Works Day would be held on June 18th and Trashy Tuesdays would be on July 16th, August 20th, September 17th, and October 1st.

City Attorney Lindsay shared about a training opportunity related to High-Performance Organizations that was coming up and asked for feedback from the Council about his attendance.

COUNCIL MEMBER REPORTS

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

AGENDA INPUT

Monday, June 10, 2024 - 6:00 p.m.
City Council Work Session - Procurement Policy

Monday, June 17, 2024 - 7:00 p.m.

City Council Regular Session

Monday, July 1, 2024 - 7:00 p.m.

City Council Regular Session

ADJOURNMENT

Councilor Kohler asked about cloudy water. Mr. Lawyer responded that this was coming from the Meadows area of the city. Staff was still in the operational stage of the plant and would be dialing back the air being injected into the catalyst to filter out the minerals, and this process takes a while for it to work.

Mayor Clark adjourned the meeting at 10:02 p.m.

MAYOR:


Cathy Clark

APPROVED:


Dawn Wilson, Deputy City Recorder

Minutes approved: *July 1, 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."