MINUTES
KEIZER CITY COUNCIL
Monday, February 3, 2025
Robert L. Simon Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Clark called the meeting to order at 6:04 p.m.

ROLL CALL

Roll call was taken as follows:

Present:	**Staff:**
Cathy Clark, Mayor	Adam Brown, City Manager
Shaney Starr, Council President	Tim Wood, Assistant City Manager
Soraida Cross, Councilor	Shane Witham, Planning Director
Kyle Juran, Councilor	Joseph Lindsay, City Attorney
Daniel Kohler, Councilor	Bill Lawyer, Public Works Director
Marlene Parsons, Councilor	Andrew Copeland, Police Chief
Lore Christopher, Councilor	Garrett Klever, Human Resources Director
Ma'Layah Latty-Farrar, Youth Councilor	Melissa Bisset, City Recorder

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

SPECIAL ORDERS OF BUSINESS

a. Proclamation: Black History Month

Mayor Clark read the Proclamation recognizing February as Black History Month. Community Diversity Engagement Committee (CDEC) Member Carrie Brown introduced Dr. Johnny Lake, PhD, and Dr. Johnny Lake gave a presentation. Mayor Clark then presented the proclamation to Mr. Johnny Lake.

Jane Titchenal, introduced Amari Young Miss Marion-Polk County Team Advocate. Ms. Young read a Poem.

COMMITTEE REPORTS

a. Community Diversity Engagement Committee Appointments (CDEC)

Hersch Sangster, member of the Traffic Safety, Bikeways and Pedestrian Committee, provided an update. They had received comments about speeding on Vedra Lane to Lockhaven. They would add this to their project review sheet. The neighbors in the Parkmeadow area were asking for a speed study. The speed study was already being conducted, and they would hear more at the next meeting.

City Recorder Melissa Bisset summarized the staff report. Discussion followed regarding the recent changes in the Council Rules of Procedure as it relates to the Community Diversity Engagement Appointment. This item was moved to after 8.h.

PUBLIC COMMENTS

Written Comment was acknowledged from David LeDay, on the Public Employee Retirement System (PERS); Daniel M. Potter, Jaqueline Green, and Tammy Kunz on City Council concerns.

Councilor Kyle Juran felt that the possible postponement of the CDEC should be after the City Council has a better understanding of what Diversity, Equity, and Inclusion (DEI) designation means for federal funding. He wanted to make sure that federal funding was not jeopardized for transportation infrastructure and safety improvements. He felt that all of the CDEC positions should be filled before moving forward.

Caridad (Carrie) Brown, Keizer, member of the CDEC, shared the mission statement of the CDEC to address some of the items on the agenda. She felt that the change for it to mirror the Volunteer Coordinating Committee (VCC) appointment terms was not necessary. She commented on the pausing of the CDEC meetings as they have a work plan, and she felt that the Committee was being disrespected by the item. She stated that there was a perception that the Council was trying to get rid of the CDEC. She suggested that the City Councilors could have asked the CDEC for direction or clarification.

Councilor Cross thanked Ms. Brown for her service as her appointee.

Jane Titchenal, Keizer, member of the CDEC, shared that her goal was to create positive working relationships. She thought it was ironic that the Council was discussing suspending the CDEC because they were fearful of losing out on funds. She stated that the people of Keizer want to understand who they are and understand about different local opportunities for connection. She felt that the timing was interesting to pause the CDEC only days before affirming the definitions, and she suggested that using time wisely should be reflected in City Council meetings.

Thais Roddick, Keizer, asked that the City Council postpone the appointments for the CDEC. She requested that the City Council spend some time with the CDEC members who met in January before making a decision. She expressed reservation with the speed of the process and felt it was meant to replace the current members who have done an outstanding job with getting community engagement framework in place.

Jacqueline Green, Keizer, read the written comments she had submitted. She expressed concern about the Council changing the Council Rules of Procedure.

Alex Miller, Keizer, asked if something had been changed that had been in place since 1982. Mayor Clark commented that the Council Rules of Procedure had been changed and additional changes were made at the last Council meeting where the Council would make the appointments for the non-VCC positions. The Council Rules of Procedure were discussed at the January 18th Work Session. Councilor Juran stated that the City Charter was amended in 2020, and the Council Rules of Order language was aligning with the Charter.

Ranette Gonzalez, stated that from what she read in the newspaper, the public only had a three-hour notice before the Council Rules of Procedure were changed. She felt that the changes have denied the residents from a meaningful chance to understand and engage with decisions, which has led to a sense of disconnection and disempowerment. She asked that the Council revisit the changes with proper public notice, build collaboration, and rebuild trust.

Mr. Lindsay reviewed the dates and notices of the meetings since December 16, 2024, related to the changes to Council Rules of Procedure. Mr. Lindsay explained the purpose of the Council Rules of Procedure, and that every elector in the City gives the Council their power by means of the City Charter. Under the City Charter, it says that the Council must adopt rules to govern committees, members, and proceedings.

Mayor Clark commented on the Council Rules of Procedure as to when changes were published.

Ramiro (RJ) Navarro Jr., Keizer, asked the Council to reflect on not appointing the first Black women to the Keizer City Council. He felt that the CDEC should be continued and for City Councilors to be engaged in the CDEC.

Benita Picazo, Keizer, asked for the Council's consideration about eliminating the CDEC and asked the City Council to think about the representation for people of color and asked to be allowed to be represented. She asked if the Council had been doing enough to engage with people of color so they would come to meetings. She stated that they do not want to attend because they do not feel welcome. She asked them what the Council was doing for the next generation. She encouraged the Council to be a leader in the community to make everyone feel safe, to voice their opinions, and hear what's happening in their own City because being a leader was also a role for the Council.

Sherry Lowells, Keizer, asked how the person who ran for Mayor ended up serving on the Council and that the City Council could have had someone of color. Mayor Clark explained that there was a resignation and since the City Council was in an election cycle and that they voted to amend the Rules of Procedure to change the appointment time to occur after the election. She shared the process for appointments.

Dr. Johnny Lake, provided a personal history about his father and grandfather and shared that his sons were the first generation to have a full and equal educational opportunity in America. He shared about his experience in school being the only black kid in fifth grade and how the black and white kids were a lot alike and were more alike than they were different. He commented on how we were shaping the future for our children and how he wants diversity to lead and guide everyone to be educated about the community.

PUBLIC HEARINGS

a. <u>RESOLUTION</u> - Supplemental Budget - Stormwater Fund - Workers Compensation

Assistant City Manager Tim Wood summarized the staff report.

Council President Starr moved to adopt Resolution R2025- Authorization for Supplemental Budget - Stormwater Fund - Workers Compensation. Councilor Kohler seconded. Motion passed unanimously as follows:
AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

b. RESOLUTION - Supplemental Budget - General Fund Police Operations - Insurance Proceeds

Assistant City Manager Tim Wood summarized the staff report.

Council President Starr moved to adopt Resolution R2025- Authorization for Supplemental Budget - General Fund Police Operations - Insurance Proceeds. Councilor Kohler seconded. Motion passed unanimously as follows:
AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

ADMINISTRATIVE ACTION

a. Request to Join the Salem Chamber of Commerce

Assistant City Manager Tim Wood summarized the staff report. Tom Hoffert, Chief Executive Officer for the Salem Chamber of Commerce shared about Chamber membership.

Discussion ensued about membership options, benefits, and the budget.

Councilor Parsons moved that the City of Keizer join the Salem Chamber of Commerce. Councilor Cross seconded.

There was a suggestion to use Transient Lodging Taxes (TOT) funds to pay for the membership dues.

There were suggestions to wait on this item until the budget process.

Councilor Kohler expressed his opposition to join the Salem Chamber of Commerce at this point in time and, at minimum, he would like to have the item go into the budget process.

Motion failed as follows:
AYES: Clark, Cross (2)
NAYS: Parsons, Kohler, Starr, Christopher, Juran (5)
ABSTENTIONS: None (0)
ABSENT: None (0)

By consensus, the Council wished to have City Staff bring the item back as part of the 2025/26

Budget Process.

b. Event Center Fee Waiver - Keizer Chamber of Commerce - State of the City

Assistant City Manager Tim Wood summarized the staff report.

Executive Director Keizer Chamber of Commerce, Corri Falardeau, shared information about the event and encouraged the community to attend the event.

It was noted that on the following day there would be a Chamber Greeters Event at the Keizer Event Center.

There was discussion about the price of the Keizer Chamber of Commerce membership and what the benefits include.

Council President Starr moved the City Council approve the requested waiver of the Event Center use fee of $650 but charge the refundable security deposit of $750 for the Keizer Chamber of Commerce - State of the City event on March 11, 2025. Councilor Kohler seconded. Motion passed unanimously as follows:
AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

c. Consider Proclamation Request from CASA of Marion County recognizing Foster Care Awareness Month (May 2025)

There was a recess at 8:04 pm, and the meeting resumed at 8:17 pm.

City Recorder Melissa Bisset summarized the staff report.

Council President Starr moved to approve the Proclamation Request from CASA of Marion County recognizing Foster Care Awareness Month at the City Council Meeting to be determined. Councilor Kohler seconded.

Mayor Clark made a friendly motion to amend the motion to schedule the proclamation for April 21. The mover and seconder both accepted the amendment.

Motion passed unanimously as follows:
AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

d. RESOLUTION - Claiming an Exception Under the Keizer Parks Matching Grant Program for Gold Star Memorial Monument

Public Works Director Bill Lawyer summarized the staff report.

Council President Starr moved to adopt Resolution R2025- Claiming an Exception Under the

Keizer Parks Matching Grant Program for Gold Star Memorial Monument. Councilor Kohler seconded. Motion passed unanimously as follows:
AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

e. RESOLUTION - Authorizing Planning Director to Sign Intergovernmental Agreement for City of Keizer Transportation System Plan Community Engagement

Planning Director Shane Witham summarized the staff report. There was a question about whether the consultant work would fulfill the Community Engagement portion. Mr. Witham explained that the plan would give the framework for doing the work.

Council President Starr moved to adopt Resolution R2025- Authorizing Planning Director to Sign Intergovernmental Agreement for City of Keizer Transportation System Plan Community Engagement. Councilor Kohler seconded. Motion passed unanimously as follows:
AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

f. RESOLUTION - Dissolving the Personnel Policy Committee; Repealing Resolutions R2009-1994 and R2023-3421

Human Resources Director Garrett Klever summarized the staff report.

Council President Starr moved to adopt Resolution R2025- dissolving the Personnel Policy Committee. Councilor Kohler seconded. Motion passed unanimously as follows:
AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

g. RESOLUTION - Resolution R2025-____ Amending the Keizer Public Art Commission (KPAC); Amending Resolution No. R2015-2552; Repeal of Resolution R2020-3059

City Attorney Joseph Lindsay summarized the staff report. There was a suggestion to postpone the resolution until the second meeting in February after the City Council further discussed the Boards, Commissions and Committees at the work session meeting.

Councilor Christopher moved to table the item until the next City Council Meeting on February 18, 2025. Councilor Kohler seconded. Motion passed as follows:
AYES: Cross, Kohler, Starr, Juran, and Christopher (5)
NAYS: Clark and Parsons (2)
ABSTENTIONS: None (0)
ABSENT: None (0)

h. Discussion Item - Potential Postponement of the Community Diversity Engagement

Committee (CDEC) Meetings

Councilor Kohler explained that he had attended many CDEC meetings over the years and shared his observations. He felt that the original purpose of the CDEC was to bring everyone together in the community, and that discussion was needed on the CDEC goals. He felt that it appears that the CDEC has become a Diversity, Equity, and Inclusion (DEI) Committee and expressed concern, which would be in violation of recent Executive Orders and that the City could lose funding.

Discussion ensued regarding recent Executive Orders and the potential Federal Funding impacts if postponing the CDEC meetings.

There was a suggestion to move the potential postponement of CDEC meetings until after the review of the Boards, Commissions, and Committees.

There was a question about the timing of appointments and a suggestion to meet with the five individuals currently serving on the CDEC.

There were suggestions to have a joint work session with the CDEC.

Recent accomplishments of the CDEC were reviewed.

<u>Councilor Parsons moved to schedule a work session with the committee as soon as possible to put it all together for us. Councilor Christopher seconded</u>.

<u>Council President Starr moved for the remaining items to be moved to February 18th. Seconded by Councilor Kohler.</u>

<u>There was a friendly amendment continue the work for an additional 15 minutes. The mover and seconder both accepted the change. Motion passed unanimously as follows:</u>
<u>AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)</u>
<u>NAYS: None (0)</u>
<u>ABSTENTIONS: None (0)</u>
<u>ABSENT: None (0)</u>

i. **<u>RESOLUTION</u> - Resolution R2025-___ Amending Community Diversity Engagement Committee; Amending Resolution R2021-3225**

Mayor Clark provided the background on the item. Mr. Lindsay further presented the Staff Report.

<u>Council President Starr moved table item 8.i. until after the committee review, which was now pending on when the work session would be done with the CDEC.</u>

<u>Mayor Clark suggested a friendly amendment as follows that Council President Starr agreed to. Council President moved to table the item pending the joint work session with the CDEC. Seconded by Councilor Parsons. Motion passed unanimously as follows:</u>
AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)
NAYS: None (0)
ABSTENTIONS: None (0)

ABSENT: None (0)

j. Discussion Item - Council Rules and Procedure

Mayor Clark provided background on the changes to the Council Rules and Procedures. Mr. Lindsey explained how the changes were made based upon his understanding of the Council's intentions. It was noted that the resolutions governing VCC and CDEC would not be superseded by the changes in the Council Rules and Procedure. Interpretation of the proposed language changes, the appointment process, and the terms were discussed.

Upon consensus, the Council decided to leave the CDEC appointments as they were until a later date.

City Attorney Joseph Lindsay noted the document provided by Mayor Clark and distributed during the meeting for item 8.j. should be part of record. Mr. Lindsay would make it part of a Staff Report to bring back at a future meeting.

CONSENT CALENDAR

Mayor Clark pulled item 9.b. for the next Council meeting so that some corrections could be made.

<u>Councilor President Starr moved that the Keizer City Council approve the Consent Calendar items a and c. Councilor Kohler seconded. Motion passed unanimously as follows:</u>
AYES: Clark, Starr, Cross, Kohler, Juran, Christopher, and Parsons (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

a. Approval of January 6, 2025 Regular Session Minutes

b. Approval of the January 18, 2025 Work Session Minutes

The January 18th minutes were not approved.

c. Approval of January 21, 2025 Regular Session Minutes

d. <u>RESOLUTION</u> - Authorizing the Finance Director to Enter into an Agreement with Stone Security for Milestone Care Premium Support Services

OTHER BUSINESS

There was no other business.

STAFF UPDATES

Staff updates were forgone due to a lack of time.

COUNCIL MEMBER REPORTS

Council member reports were forgone due to a lack of time.

AGENDA INPUT

Monday, February 10, 2025 - 6:00 p.m. - City Council Work Session - Goal Setting, Review

Proclamation List, Review of Boards, Commissions and Committees

Tuesday February 18, 2025 - 6:00 p.m. - City Council Regular Session

Monday, February 24, 2025 - 6:00 p.m. - Long Range Planning Task Force

ADJOURNMENT

Mayor Clark adjourned the meeting at 9:22 p.m.

MAYOR:	APPROVED:
______________________________	______________________________
Cathy Clark	Dawn Wilson, Deputy City Recorder

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."