



**MINUTES
KEIZER CITY COUNCIL**

Monday, April 1, 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
Shane Witham, Planning Director
Joseph Lindsay, City Attorney
Bill Lawyer, Public Works Director
Andrew Copeland, Police Chief
Melissa Bisset, City Recorder

Absent:

Robert Husseman, Councilor
Youth Councilor Grayton
Woodard

FLAG SALUTE Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS
OF BUSINESS**

- a. National Child Abuse Prevention Month Proclamation** *Kyle Tarr*, Prevention Program Director, Liberty House, shared information about National Child Abuse Prevention month. He noted that prevention takes many different forms and the importance of safe adults. He shared the various ways that National Child Abuse Prevention Month would be acknowledged and the related events through the month.

Mayor Clark expressed her appreciation for the work of Liberty House.

Mayor Clark read the proclamation.

- b. Volunteer Recognition** *Corri Falardeau*, on behalf of the Volunteer Coordinating Committee, thanked Council for their dedication and ongoing volunteer efforts benefiting

Proclamation

the City of Keizer.

Mayor Clark read the proclamation.

COMMITTEE REPORTS

Kathy Thoreson, Keizer, representing the Public Arts Commission provided an update on recent discussions and activities of the Commission. Ms. Thoreson noted budget requests for Fiscal Year 2024-2025. Discussion ensued regarding the use of QR Codes on the various art pieces pointing to the Keizer Community Foundation where information about the artists could be housed. There would be more discussion about the idea of possibly using a City-based platform. City Manager Adam Brown commented that the goal is to have all of the City's artwork at a central website so the QR Code would lead to either the City's page or the Keizer Community Foundations page.

Tammy Saldivar, Keizer, representing the Traffic Safety, Bikeways, and Pedestrian Committee, provided an update on recent discussions and motions made by the Committee. Discussion ensued regarding traffic considerations and transit conversations with Cherriots relating to Keizer Rapids Park and the new artificial turf fields.

PUBLIC COMMENTS

Corri Falardeau, Keizer Chamber of Commerce Executive Director, shared that the KeizerFest parade was being moved back to May. She reviewed the activities of the month that included the Mayor's Prayer Breakfast, the Percey Auction, the Bloomin' Iris Open Golf Event, and the Bloomin' Iris Parade.

PUBLIC HEARINGS

a. **RESOLUTION - Authorization for Supplemental Budget - Water Fund - Purchase 2024 Ford F150 Truck for Public Works**

Assistant City Manager Tim Wood summarized the Staff Report.

Council President Starr moved to adopt Resolution R2024- Authorization for Supplemental Budget - Water Fund - Purchase 2024 Ford F150 Truck for Public Works. 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)

b. **Oregon Liquor and Cannabis Commission (OLCC) Application - Change of Ownership - Bai Bua Thai Kitchen**

City Recorder Melissa Bisset summarized the Staff Report.

Council President Starr moved to recommend approval of the application for a change of ownership for the Liquor License for Bai Bua under the guidelines established by ORS 471.175 and the Ordinances of the City of Keizer. 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. **Oregon Liquor and Cannabis Commission (OLCC) Application - Mesa del Rincon Cerveceria & Taproom, LLC** City Recorder Melissa Bisset summarized the Staff Report.
- Moises Mendoza Medina, Salem resident, Mesa del Rincon Cerveceria & Taproom, LLC, shared that his business would be a small tap room aimed for the Hispanic community to gather in small groups, listen to traditional, Mexican music, and enjoy traditional, Mexican beer.
- Council President Starr moved to recommend approval of the application for a new outlet Limited-On-Premises Liquor License for Mesa del Rincon Cerveceria & Taproom, LLC under the guidelines established by ORS 471.175 and the Ordinances of the City of Keizer. 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)

ADMINISTRATIVE ACTION

- a. **Discussion regarding McNary High School Speed Zone** *Scott Mansur*, DKS & Associates, presented the evaluation of the potential expansion of the existing school speed zone on Lockhaven Drive North adjacent to the McNary High School frontage. Mr. Mansur recommends not expanding the school speed zone area. It was noted that the City would install a rectangular rapid flashing beacon at the Lockhaven Drive North and McClure Street North intersection.
- b. **Greater Northeast Keizer Neighborhood Association Annual Report** *Tammy Kunz*, President of the Greater Northeast Keizer Neighborhood Association (GNEKNA), directed the City Council to the Annual Report included in the City Council Packet. It was suggested to have a link on the City's website about their engagement activities.
- Council President Starr moved to accept the report of the Greater Northeast Keizer Neighborhood Association and extend recognition to the Greater Northeast Keizer Neighborhood Association for an additional year. 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 - Authorizing the City Manager to Purchase License Plate Reader (LPR) Licenses and Hardware** Police Chief Andrew Copeland summarized the Staff Report. Discussion followed regarding an agreement with Keizer Police Department, Salem Police Department, and Marion County Sheriff's Office related to the use of the poles for the cameras. It was noted that the City Council would like a written record of the collaboration between the three jurisdictions regarding this project and the placement on these facilities. There was discussion about data tracking.

Council expressed their appreciation to City Staff for the work done on the Camera Project.

Council President Starr moved to adopt Resolution R2024- Authorizing the City Manager to Purchase License Plate Reader (LPR) Licenses and Hardware. 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. RESOLUTION -
Authorizing City
Manager to Sign
Option to Purchase
Letter of Intent
(Keizer Station
Area A)**

City Manager Adam Brown summarized the Staff Report and that the intent was to build a slow-battery station, which would store power from the power station to make the community more sustainable if there were a loss of power. This would bring a significant amount of tax revenue to the City for the improvements.

City Attorney Joseph Lindsay noted that the item for approval was for a Letter of Intent to move forward, and the Council would be seeing the actual purchase option within 90 days.

Council President Starr moved to adopt Resolution R2024- Authorizing City Manager to Sign Option to Purchase Letter of Interest (Keizer Station Area A). 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)

**e. ORDINANCE -
Establishing a
Franchise
Agreement with
Zipty Fiber Pacific,
LLC for the
Provision of
Telecommunications
Services Wtihin the
City of Keizer**

City Attorney Joseph Lindsay summarized the Staff Report.

Council President Starr moved to adopt Ordinance 2024- Establishing a Franchise Agreement with Zipty Fiber Pacific, LLC for the Provision of Telecommunications Services within the City of Keizer. 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

Council 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)

Councilor Kohler encouraged the Police Department to turn in their receipts for reimbursement from the Police Department Community Service Petty Cash Fund.

- a. **Police Department Community Service Petty Cash Fund Report**
- b. **RESOLUTION - Authorizing City Manager to Sign Agreement for Purchase and Installation of Telemetry System Upgrade (FY 23/24)**
- c. **Approval of February 15, 2024 City Council, Salem City Council and Marion County Commissioners Meeting**
- d. **Approval of March 11, 2024 Joint City Council and Community Diversity Engagement Committee Work Session Minutes**
- e. **Approval of March 18, 2024 City Council Regular Session Minutes**

OTHER BUSINESS City Manager Brown shared that bids had been received for the City Hall Expansion Project. In lieu of the City's PERS obligation related to retirees, an opportunity, and a number of other factors, he recommended that the City Council not move forward with the City Hall Expansion. The City Council concurred with Staff's recommendation not to move forward with the project.

STAFF UPDATES City Manager Brown expressed his appreciation for the great turnout at the groundbreaking ceremony at Keizer Rapids Park. Mayor Clark thanked Mr. Brown for the mementos that he had created for the event.

Chief Copeland reported there were three open recruitments at the Police Department.

Public Works Director Lawyer reported on the installation of the rapid-flashing beacon on McClure and Lockhaven. Mr. Lawyer shared that the Marion County Ballot Box at the Keizer Civic Center would be exchanged for a larger ballot box.

Planning Director Witham reported on the Climate Friendly and Equitable Community (CFEC) Rules. They had started the work for the Scenario Planning. There would be two Public Hearings with the City's Hearing's Officer on two subdivisions that may have neighborhood interest. Depending upon how the hearings would go, there could be appeal(s) that would go before the Council as decision-makers. Mr. Witham reminded Council to direct questions to him.

City Attorney Joseph Lindsay expressed his gratitude for the Council and City Staff.

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, April 8, 2024 - 6:00 p.m.
City Council Work Session - Neighborhood Associations

Monday, April 15, 2024 - 7:00 p.m.
City Council Regular Session

Monday, April 29, 2024 - 6:00 p.m.
City Council Work Session - Draft Procurement Policy & Neighborhood Traffic Management Program

Monday, May 6, 2024 - 7:00 p.m.
City Council Regular Session

ADJOURNMENT

Mayor Clark adjourned the meeting at 8:59 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.”