



**MINUTES
KEIZER CITY COUNCIL**

**Monday, July 15, 2024
Robert L. Simon Council Chambers
Keizer, Oregon**

CALL TO ORDER Mayor Clark called the meeting to order at 7:08 p.m.

ROLL CALL Roll call was taken as follows:

Present:

Cathy Clark, Mayor
Shaney Starr, Council President
Robert Husseman, Councilor
Kyle Juran, Councilor
Daniel Kohler, 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:

Soraida Cross, Councilor
Laura Reid, Councilor

FLAG SALUTE Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS
OF BUSINESS** There were no Special Orders of Business.

**COMMITTEE
REPORTS** Lisa Cejka, Parks and Recreation Advisory Board, provided an update on the parks and a summary of the recent meeting. She shared that the turf had been laid down at Keizer Rapids Park. The Parks and Recreation Advisory Board supported the Gold Star Memorial being located at the Ryan J. Hill Park. There was discussion about the next steps.

PUBLIC COMMENTS Two written public comments were acknowledged from Carolyn Parsons, Keizer, on illegal fireworks and Tammy Kunz, Keizer, on traffic calming.

Bill George, Keizer, commented on how beautiful Keizer Rapids Park was and expressed his concern that there was a major boat-parking issue with parked cars not participating in boating activities. He heard that Keizer Police could not enforce the parking. He commented on someone who had recently jumped off the dock and couldn't swim. His wife was able to help rescue him, and there needs to be enforcement for the swimmers. He

suggested having another dock just for swimming.

Police Chief Copeland shared that they would be able to enforce the parking now that it has been brought to his attention. Mr. Bill Lawyer commented on parking being a problem, especially with the nice weather. He would reach out to the marine board and ask what adding another dock would look like and ask about a sign adjustment.

Mr. Brown commented that there would be additional parking near the pickleball courts and the artificial turf fields. He shared that the Park and Recreation Master Plan also included additional parking.

Tammy Kunz, Keizer, shared that Fun Friday would be happening in the upcoming week, and they were looking for volunteers.

Katsumi "Chuck" Itoh and Edward Davis shared that students from Iyo, Japan, would be visiting. Mr. Davis reviewed the itinerary and invited the Mayor and City Councilors to various events.

Lore Christopher, Keizer, provided a formal budget request from the Keizer Heritage Museum, related to the funding for five projects. She requested \$9,745 for the five projects. She shared that they would be receiving vintage socks that would be part of the Keizer Family Display and embarked upon a project to re-imagine and modernize the Keizer Heritage Museum. The cost to secure the pictures to complete the Thomas Keizer display was \$2,735. She asked that the City donate the Wallace House Poster to the Keizer Cultural Center. Ms. Christopher detailed the five proposed projects. She felt that using Transient Occupancy Tax funding was a good use of the funds as the projects would be drawing in visitors to Keizer. Discussion ensued regarding the requested timeline.

Chief Hector Blanco, Keizer Fire District, reviewed the number of calls for June. He reminded the community that the defensible space grant was still available, and he provided the contact information for Marion County. He shared that there would be an upcoming Car Seat Clinic. He noted that Chemeketa recently hosted the Oregon Volunteer Firefighter Conference. He reviewed the many wildfires sharing that Keizer Fire District had several staff members deployed to help with the wildfires. Chief Hector directed the community to visit the Oregon State Fire Marshal Incident Information website. Keizer Fire District was working on the Community Risk Reduction Program by obtaining community data assessments and community resource gathering. They were sharing the information with the Keizer Police Department to offer resources for the community for those in a crisis.

Lore Christopher, Keizer, shared that the Art Fair was doing great. There were 31 art booths signed up. They could still take additional artists.

PUBLIC HEARINGS

There were no public hearings.

ADMINISTRATIVE ACTION

- a. **Event Center Fee Waiver Request - Salem/Keizer-Iyo International Exchange Committee** Assistant City Manager Tim Wood summarized the staff report.
- Council President Starr moved to approve a waiver of the Event Center use fee of \$365 for the Salem/Keizer-Iyo International Exchange Committee event on August 22, 2024, and August 26, 2024. Councilor Kohler seconded.
- It was clarified that the \$300 refundable deposit would not be charged.
- Motion passed unanimously as follows:
AYES: Clark, Husseman, Kohler, Starr and Juran (5)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Cross, Reid (2)
- b. **Keizer and Salem Keizer School District Whiteaker Water Agreement** City Manager Adam Brown summarized the staff report. He stated that he had a recent conversation with Salem-Keizer School District, and they had decided to discontinue the water agreement. Mr. Brown read the response that he had received, which was that perception was important to them and the School District doesn't want to appear to be charging youth sports for something donated by another municipality, and they believe the most equitable decision would be for Salem-Keizer Public Schools to pass on renewing the agreement. There was discussion about whether the School District would water at Whiteaker Middle School if the City did not provide free water. Mr. Lawyer provided the history of the agreement. Discussion ensued regarding the details of the agreement highlighting that the fields at the school would be open for public use if the City provided water.
- Mr. Brown explained that they didn't want the fees to be inequitable across the schools. He felt that they were not wanting to adjust the fees for fields at Whiteaker but to keep the fees consistent across the School District. If the agreement ends, then they would receive a bill for the water.
- There was discussion about the total cost of the increased fee use changes that the School District would be charging the clubs.
- Mr. Brown would follow up with the School District. There would be additional information provided at a City Council meeting in August.
- Concern was expressed about keeping sports affordable.
- c. **Discussion Regarding Electrical Extension for KeizerFest** City Manager Adam Brown summarized the staff report. Discussion followed regarding future opportunities that could be available with the investment in infrastructure.
- Council President Starr moved to authorize staff to move forward with the

electrical extension at Keizer Rapids Park for KeizerFest and direct staff to bring back the appropriation from the Transient Occupancy Tax Fund to the next City Council meeting. Councilor Kohler seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross, Reid (2)

**d. ORDINANCE -
Amending Keizer
Development
Code Regarding
Section 2.102,
Section 2.103,
Section 2.104,
Section 2.105,
Section 2.107,
Section 2.108,
Section 2.109,
Section 2.110,
Section 2.112,
Section 2.117,
Section 2.118,
Section 2.309,
Section 2.429,
Section 2.431,
Section 3.101,
Section 3.102,
Section 3.103,
Section 3.105,
Section 3.113,
Section 3.201,
Section 3.202,
Section 3.204,
Section 3.205, and
Section 3.207;
Amending
Ordinance 98-389**

City Attorney Lindsay summarized the staff report.

Council President Starr moved to adopt an Ordinance 2024- Amending Keizer Development Code Regarding Section 2.102, Section 2.103, Section 2.104, Section 2.105, Section 2.107, Section 2.108, Section 2.109, Section 2.110, Section 2.112, Section 2.117, Section 2.118, Section 2.309, Section 2.429, Section 2.431, Section 3.101, Section 3.102, Section 3.103, Section 3.105, Section 3.113, Section 3.201, Section 3.202, Section 3.204, Section 3.205, and Section 3.207; Amending Ordinance 98-389. Councilor Kohler seconded.

Mayor Clark expressed her thanks to the Planning Commission and Staff for their work on the changes.

Motion passed unanimously as follows upon first reading:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross, Reid (2)

**CONSENT
CALENDAR**

Councilor President Starr moved that the Keizer City Council approve the Consent Calendar. Councilor Kohler seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross, Reid (2)

- a. **RESOLUTION** - Authorizing the City Manager to Enter Into a Contract With Valley Pacific Construction Inc. for Lockhaven Drive RRFB at McClure
- b. **Approval of June 17, 2024 Regular Session Minutes**
- c. **Approval of July 1, 2024 Regular Session Minutes**

OTHER BUSINESS

Council President Starr moved that the Keizer City Council suspend the rules to take up the matter of the Gold Star Monument to be located at Ryan J. Hill Park. Seconded by Councilor Kohler. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross, Reid (2)

Council President Starr moved that the Keizer City Council accept the recommendation of the Parks Advisory Board in Sighting a Gold Star Memorial at Ryan J. Hill Memorial Park. Seconded by Councilor Kohler. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross, Reid (2)

Councilor President Starr moved that the Keizer City Council suspend the rules to take up the matter of the Wallace House Poster. Councilor Kohler seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross, Reid (2)

Councilor President Starr moved that the Keizer City Council direct staff to bring a report back to the Council regarding the disposition of the Wallace House Poster. Councilor Kohler seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross, Reid (2)

Councilor President Starr moved that the Keizer City Council suspend the rules to discuss funding request from the Keizer Heritage Museum. Councilor Kohler seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross, Reid (2)

Discussion ensued on the possible available funding from the Transient Occupancy Tax Fund and Contingency Funds and the allocated funds based upon projected revenues.

Discussion ensued regarding gathering additional information and options. Staff would have additional conversation with the Keizer Heritage Foundation and bring the topic back at the next City Council Meeting.

Councilor Kohler moved that the Keizer City Council approve the \$2,735 and recommend the staff put something together for the other items. Seconded by Council President Starr.

Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross, Reid (2)

STAFF UPDATES

City Manager Brown reported that interviews were conducted with the proposers of the turf fields. If there were items that the Council wished to be addressed for the company that would be managing the turf fields, they should direct those items to Bill Lawyer.

Police Chief Copeland reported that there were three upcoming events for the community. It was noted that National Night Out had about 40-45 participants signed up.

Public Works Director Lawyer reported the pickleball courts project was underway. Trashy Tuesday was postponed one week. The Rectangular Rapid Flashing Beacon was received on Friday, and it would be installed by September. There was an electrical well failure at Reitz Well.

City Attorney Joseph Lindsay reminded the Council that the first draft of the codification was supposed to arrive at the end of July. He reviewed the process.

COUNCIL MEMBER REPORTS

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

AGENDA INPUT

Monday, August 5, 2024 - 5:30 p.m.
City Council Executive Session

Monday, August 5, 2024 - 7:00 p.m.
City Council Regular Session

Monday, August 12, 2024 - Work Session - ~~Canceled~~

Monday, August 19, 2024 - 7:00 p.m.
City Council Regular Session

Tuesday, September 3, 2024 - 7:00 p.m.
City Council Regular Session

Monday, September 9, 2024 - 6:00 p.m.
City Council and Parks and Recreation Advisory Board Joint Work Session - Parks Tour

Monday, September 16, 2024 -5:30 p.m.
City Council Work Session - League of Oregon Cities 2025-2026 Legislative Priorities Discussion

Monday, September 16, 2024 - 7:00 p.m.
City Council Regular Session

Monday, September 23, 2024 - 6:00 p.m.
City Council and Community Diversity Engagement Committee Joint Work Session

ADJOURNMENT Mayor Clark adjourned the meeting at 9:42 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."