



**MINUTES**  
**KEIZER CITY COUNCIL**  
**Monday, April 4, 2016**  
**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  
Kim Freeman, Councilor  
Roland Herrera, Councilor  
Amy Ryan, Councilor  
Youth Councilor Siri Scales

**Staff:**

Chris Eppley, City Manager  
Shannon Johnson, City Attorney  
Nate Brown, Community  
Development Director  
Bill Lawyer, Public Works Director  
Tim Wood, Interim Finance Director  
John Teague, Police Chief  
Tracy Davis, City Recorder

**Absent:**

Dennis Koho, Council President  
One Position Vacant

**FLAG SALUTE** Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS  
OF BUSINESS**

**a. PROCLAMATION  
– Volunteer  
Recognition  
Month – Keizer  
Heritage Center** Mayor Clark read the Proclamation announcing April as Volunteer Recognition Month and focusing specifically on the Keizer Arts Association, Community Library, Heritage Center and Heritage Museum. Mardi Smith and Gayle McMurria-Bachik accepted the proclamation; Ms. McMurria-Bachik added that without volunteers the library would not exist and that in 2015 volunteers donated over 10,000 hours.

**b. PROCLAMATION  
– Volunteer  
Recognition  
Month – City of  
Keizer** Mayor Clark read the Proclamation announcing April as Volunteer Recognition Month. Trish Crenshaw, Chair of the Volunteer Coordinating Committee thanked Councilors for their service and distributed cookies as a token of appreciation.

**COMMITTEE  
REPORTS**

**a. Volunteer  
Coordinating** City Manager Chris Eppley, reported that following publication of notice of a vacancy on the Budget Committee and acceptance of testimony from the applicant, the Volunteer Coordinating Committee unanimously recommended Allen Barker to fill the vacancy.

**Committee Recommendation for Appointment to Keizer Budget Committee**

Councilor Parsons moved that the Keizer City Council accept the recommendation of the Volunteer Coordinating Committee to appoint Allen Barker to position #2 on the Budget Committee, term expiring August 31, 2019. Councilor Freeman seconded. Motion passed as follows:

- AYES: Clark, Parsons, Ryan, Freeman and Herrera (5)
- NAYS: None (0)
- ABSTENTIONS: None (0)
- ABSENT: Koho and One Position Vacant (2)

**Parks Board Report**

Donna Bradley, Keizer, reported that a concerned citizen had testified at the Board meeting regarding maintenance of the parks; the Board is exploring alternative funding options for parks; Palma Ciega Park neighbors will be working with City staff to schedule a clean-up day; and a grant was approved for field improvements at Keizer Little League Park. This grant exhausts the funds available in the matching grant program for the current fiscal year.

Chris Eppley added that City staff is reviewing the list of hazards that the citizen had submitted to determine which ones are legitimate concerns and how to address them.

**PUBLIC TESTIMONY**

*Michael Catlow*, Keizer, complained that young drivers have started parking on Newberg, littering, spinning their tires and blocking driveways. Efforts made to curb this activity through the high school have been unsuccessful.

Mayor Clark noted that she had talked with Sgt. Wenning who has met with the principal and has a meeting scheduled with one of the homeowners on Wednesday and he hopes to work with all the neighbors and Officer Dave Zavala, the School Resource Officer. A trash can will be placed by the main gate to address the littering. Chief Teague noted that the only illegal activity is the littering, but the department is trying to come up with a solution.

*Charles Anderson*, Keizer, echoed Mr. Catlow's complaints and explained that he had a meeting scheduled with the principal on Wednesday. There are good entrances to the school on Robindale and Sandy but both gates are kept locked. He noted that he has a signed petition to lock the gates to McNary except for special events.

Chief Teague noted that this was a 30 year problem for Sandy Drive and shutting those gates moved the youth to this neighborhood. Locking the gate seems like a good solution, but the school principal and Officer Wenning can answer that more appropriately. Mr. Anderson responded that the principal has indicated that he has no intention of locking the gate.

Youth Councilor Siri Scales offered a McNary student perspective noting

that students were upset when the Robindale and Sandy gates were closed because their walk to school was lengthened and parking passes are not available to underclassmen so they have to park off premises.

*Jackie Webb Downer* and *Judy Hariman*, Keizer, complained that this is the worst it has been in 49 years; when the gate was locked the problem was non-existent.

Councilor Herrera introduced Scott Coburn, Comcast Sports Net All-Star Coach and provided an explanation of this award. He explained that Mr. Coburn had been coaching in the area for years, had received numerous awards, and deserved special recognition for putting Keizer on the map and touching the lives of so many children.

*Scott Coburg* stated that he was honored to represent the city he had lived in for 24 years and thanked everyone for their support.

*Brad Arnsmeier*, representing the Keizer Little League provided details regarding the field renovation project and praised Tony Cuff who is donating his time and equipment.

*Clint Holland*, Keizer, thanked Council and the Parks Board for the grant making this project possible and cautioned the City that there were many things in need of attention at the fields including the need for new wall pads and fertilization and weed control. Mayor Clark directed staff to look into this and come back with a recommendation for the fields and the wall.

*Byron Meadows*, Salem, spoke in favor of approving the request for waiver of use fees of Keizer Rotary Amphitheatre for Boy Scouts of America. He explained that the camporee has many events but one of the key parts is the Saturday campfire. Councilor Parsons noted that last year the City got a significant return of value because the boys did lots of work. Mr. Eppley asked Mr. Byron if there would be actual exchange of hours of labor for fees to which Mr. Byron replied in the affirmative.

**PUBLIC  
HEARINGS  
a. Keizer  
Development  
Code Text  
Amendment –  
Property Line  
Adjustments**

Community Development Director Nate Brown explained that this is a Public Hearing amending the Development Code to reflect the current language in the State's statutes and the practices of the County Surveyor's and Assessor's office.

*Mayor Clark opened the Public Hearing. Hearing no testimony, Mayor Clark closed the Public Hearing.*

Councilor Parsons moved that Keizer City Council direct staff to prepare an ordinance with findings to adopt the proposed revisions. Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Parsons, Ryan, Freeman and Herrera (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Koho and One Position Vacant (2)

**ADMINISTRATIVE ACTION**

City Attorney Shannon Johnson noted that his staff report says basically the same thing as last year and reviewed the various fees.

**a. Request for Waiver of Fees for Use of Keizer Rotary Amphitheatre for Boy Scouts of America Camporee**

Councilor Parsons moved that Keizer City Council waive the fees for the Keizer Rotary Amphitheater for the Boy Scouts of America Camporee. Councilor Freeman seconded.

Councilor Parsons clarified that her motion did not include refund of the application fee which has already been paid.

Motion passed as follows:

AYES: Clark, Parsons, Ryan, Freeman and Herrera (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Koho and One Position Vacant (2)

**b. ORDINANCE – Correcting Scrivener’s Error with Regard to Ordinance No. 2016-745; Declaring an Emergency**

Mr. Johnson explained that the Exhibit B attached to the referenced ordinance was not the most recent one; the correct Exhibit B is attached.

Councilor Parsons moved that Keizer City Council adopt a Bill for an Ordinance Correcting Scrivener’s Error with Regard to Ordinance No. 2016-745; Declaring an Emergency. Councilor Freeman seconded.

Motion passed as follows:

AYES: Clark, Parsons, Ryan, Freeman and Herrera (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Koho and One Position Vacant (2)

**c. ORDINANCE – Amending Ordinance No. 83-017 (Establishing Licensing Procedures and Setting Fees); Declaring an Emergency**

Mr. Johnson explained that most taxicab companies have business licenses in Salem and are allowed to work in Keizer. Recently a taxicab owner wishing to license his business in Keizer brought to staff attention that the current Ordinances are outdated and need to be amended.

Councilor Ryan moved to table this action because it deserved more attention. Mr. Johnson responded that a more appropriate motion would be to set a date certain. Councilor Ryan moved to set this to the next City Council meeting. Motion died for lack of second.

Councilor Parsons moved that Keizer City Council adopt a Bill for an Ordinance Amending Ordinance No. 83-017 (Establishing Licensing Procedures and Setting Fees); Declaring an Emergency. Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Parsons, Freeman and Herrera (4)

NAYS: Ryan (1)

ABSTENTIONS: None (0)

ABSENT: Koho and One Position Vacant (2)

**ORDINANCE –  
Amending  
Ordinance  
No. 94-307**

Councilor Parsons moved that Keizer City Council adopt a Bill for an Ordinance Amending Ordinance No. 94-307 (Requiring Vehicles for Hire to Be Licensed; Establishing Regulations); Repealing Ordinance 87-076 (Establishing Fees for Taxicab Drivers and Taxicab Operators); Declaring an Emergency. Councilor Freeman seconded.

**RESOLUTION  
– Establishing  
License Fees  
for Operator of  
Vehicle for Hire  
and Driver of a  
Vehicle for Hire**

Mr. Johnson requested that because the first ordinance did not pass unanimously and would require a second reading, Council not address this action until the next meeting.

Councilor Parsons withdrew her motion.

Mayor Clark clarified that this ordinance and the accompanying resolution would be addressed at the April 18 Council meeting.

**CONSENT  
CALENDAR**

Councilor Ryan pulled Item D.

- A. RESOLUTION – Ratifying the Execution of 2015-2018 Collective Bargaining Agreement Memorandum of Understanding
- B. Approval of March 14, 2016 Special Session Minutes
- C. Approval of March 14, 2016 Work Session Minutes
- D. Approval of March 21, 2016 Regular Session Minutes

Councilor Parsons moved to adopt Items A, B and C of the Consent Calendar. Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Parsons, Freeman, Ryan and Herrera (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Koho and One Position Vacant (2)

Councilor Parsons moved to approve Item D of the Consent Calendar. Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Parsons, Freeman and Herrera (4)

NAYS: None (0)

ABSTENTIONS: Ryan (1)

ABSENT: Koho and One Position Vacant (2)

**COUNCIL  
LIAISON  
REPORTS**

Councilor Herrera reported on meetings/activities he had attended including the United Way Community Conversation event, Coffee with Cathy, observing Keizer Municipal Judge, the Community Dinner at St. Edwards, and a SMART program open house/planning meeting. He then congratulated the Oregon State Girls Basketball team and specifically former McNary student, Deven Hunter.

Councilor Parsons reported that the Big Toy grant application was submitted last week and that Councilor Herrera would be attending the Planning Commission meeting in her place since she will be out of town.

Councilor Ryan reported that the Keizer Art Association is continuing its efforts on the mural. She invited everyone to the art show at the Community Center gallery to see submissions by area school children. She added that the Chamber is still in the process of hiring a new director, 270 people were served at the recent Community Dinner, she attended Coffee with Cathy and will be attending the Boys & Girls Club luncheon.

Councilor Freeman reviewed upcoming meetings including Claggett Creek Watershed Council, Traffic/Bikeways/Pedestrian Committee, West Keizer Neighborhood Association and the Long Range Planning Task Force. She thanked all city volunteers for making Keizer the best.

Youth Councilor Siri Scales introduced Elouise from France. She promised that she would do what she could to resolve the Newberg issue and noted that Prom is this weekend.

Mayor Clark reported on activities/meetings she had attended including the 25<sup>th</sup> Annual Colored Pencil Exhibit at the Keizer Heritage Museum and the Annual Heritage Awards. She added that the Keizer Economic Development Commission meeting has been rescheduled to May 3 and she would be attending the Career Technical Education Center Council meeting in May.

## **OTHER BUSINESS**

Chief Teague reminded the public that the police department responds to calls for blocked driveways and has them towed under state statute.

Councilor Herrera noted that his Volunteer Coordinating Committee representative Mike Meghan had resigned so he was appointing Frank Pauley to fill that position.

## **WRITTEN COMMUNICATIONS**

Mayor Clark referred to the following letters:

- From Bahbi Stanton stating that there is one full service grocery store in Keizer and that WinCo owns property near Keizer Station but Keizer would not allow them to build on it. Mr. Brown explained that a search of property ownership records showed that WinCo does not own any property in Keizer. The city would be excited to work with any grocery store that wants to locate a full service store in Keizer.
- From McNary Senior, Landen Van Dyck, part of the “Keep the Spirit of 45 Alive” honoring the service and memory of the greatest generation and World War II veterans in particular, inviting others to join his cause.
- From Christine Fox, parent of a McNary student, asking that the crosswalk on the north side of McNary near Lockhaven be considered for a flashing crosswalk light. City Manager Chris Eppley noted that locating crosswalks is a ‘tricky business’ and pedestrians must always be careful when stepping into traffic even with a painted crosswalk. He explained that the primary concern in locating a crosswalk is pedestrian safety, not convenience.

Mayor Clark invited the public to Saturday morning Coffee with Cathy which is attended by Fire Board member Betty Hart and Transit District representative Colleen Bush. She noted that this is a good venue to discuss traffic concerns.

Mayor Clark noted that April is 'Distracted Driving' Month. She urged everyone to put their phones away and pay attention to the road.

Councilor Freeman on behalf of all Councilors wished Mayor Clark a happy birthday.

**AGENDA INPUT**

**April 11, 2016**

6:00 p.m. – Long Range Planning Task Force

**April 18, 2016**

7:00 p.m. – City Council Regular Session

**May 2, 2016**

7:00 p.m. – City Council Regular Session

**ADJOURNMENT**

Mayor Clark adjourned the meeting at 9:00 pm.

MAYOR:

APPROVED:

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Cathy Clark

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Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

~ Absent ~

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Councilor #1 – Dennis Koho

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Councilor #4 – Roland Herrera

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Councilor #2 – Kim Freeman

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Councilor #5 – Amy Ryan

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Councilor #3 – Marlene Parsons

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Councilor #6 – Vacant

Minutes approved: 4-18-16