



MINUTES
KEIZER CITY COUNCIL
Monday, May 2, 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
Bruce Anderson, 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, Finance Director
John Teague, Police Chief
Tracy Davis, City Recorder

Absent:

Dennis Koho, Council President

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS
OF BUSINESS**

**a. PROCLAMATION
Elks National
Youth Week**

Ron Freeman, representing the Elks Club, reviewed programs that the Elks Club sponsors for the children in the area including the Hoop Shoot, drug awareness, Student of the Month, hearing and speech camp, eye clinics, McNary underfunded activities, scholarships and children's activities during the holidays. He introduced Dave Salisbury, Diane Norton, Corrine Arehart, Becky Carlson and Melissa Loss from the Elks. Mayor Clark then read and presented the Proclamation.

**COMMITTEE
REPORTS**

None

**PUBLIC
TESTIMONY**

None

**PUBLIC
HEARINGS**

**a. RESOLUTION
– Authorization
for
Supplemental**

Finance Director Tim Wood explained that in April one of the property owners in the Keizer Station LID area paid off their entire assessment. The budget request is two part:

- 1) To use that amount to pay on the principal on the debt currently outstanding in the LID. This will save the City \$530,000 in interest expense.

Budget – Keizer Station Local Improvement District

2) To increase the transfer from the Water Fund to the Water Facility Fund. This will also reduce interest expense by \$1,200.

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

Councilor Parsons moved that Keizer City Council adopt a Resolution – Authorization for Supplemental Budget – Keizer Station Local Improvement District. Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Parsons, Ryan, Freeman, Herrera and Anderson (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Koho (1)

b. Keizer Development Code Text Amendment – Single Family Residential

Community Development Director Nate Brown explained that the proposed revision to the Development Code relates to the density provision in the RS zone district and that currently Barnick Road is the line for density limitation of 6 dwelling units per acre with 8 units per acre being allowed to the south. Changes in infrastructure have occurred so that now additional density could be served. This change would provide a small opportunity for the City to potentially meet some of the projected residential needs for the upcoming planning period and will make the area consistent with the rest of the city.

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

Councilor Parsons moved to direct staff to prepare an ordinance with findings to adopt the proposed revision to Section 2.102 (Residential Single Family). Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Parsons, Ryan, Freeman, Herrera and Anderson (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Koho (1)

c. Keizer Development Code Text Amendment – General Procedures – Types I, II, and III Actions (Expedited)

Nate Brown explained that the changes have to do with changes made by the State Legislature regarding the expedited land division process. He explained that some cities can take up to 120 days (although Keizer typically takes 30-70 days) so the State developed new criteria to make things go faster. He noted that the changes have to do with notification, response, and density.

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

Councilor Parsons moved to direct staff to prepare an ordinance with findings to adopt the proposed revision to Section 3.202 General

Land Decisions)

Procedures Types I, II and III for Expedited Land Use Processing. Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Parsons, Ryan, Freeman, Herrera and Anderson (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Koho (1)

d. Land Use Fees

Mr. Brown explained that the changes in the fee schedule were triggered by the expedited land division process but in reviewing the land use fees staff is suggesting that a process be put in place to allow for cost of living increases. After reviewing fees from other cities, staff determined that an equitable fee for the expedited land division would 1.5% more than the cost of a non-expedited process; this is lower than most cities. Additionally all land use fees will be increased to capture increased costs associated with staff working on applications, permits, etc.

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

Councilor Parsons moved to direct staff to prepare resolutions to adopt the land use fee revisions. Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Parsons, Ryan, Freeman, Herrera and Anderson (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Koho (1)

ADMINISTRATIVE ACTION

City Attorney Shannon Johnson reminded Council that they had directed staff to prepare this ordinance at the April 4 Council meeting. It is being offered for Council approval.

a. ORDINANCE – Amending Keizer Development Code Regarding Sections 1.200, 2.118, 2.310, 3.101, 3.106, 3.202, and 3.210; Amending Ordinance 98-389

Councilor Parsons moved that the Keizer City Council adopt a Bill for an Ordinance Amending Keizer Development Code Regarding Section 1.200 (Definitions), Section 2.118 (Urban Transition), Section 2.310 (Development Standards for Land Divisions), Section 3.101 (Summary of Application Types), Section 3.106 (Lot Line Adjustment), Section 3.202 (General Procedures – Types I, II, and III Actions), and Section 3.210 (Pre-Application Conference); Amending Ordinance 98-389. Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Parsons, Ryan, Freeman, Herrera and Anderson (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Koho (1)

CONSENT CALENDAR

- A. RESOLUTION – Amending Resolution R2016-2658 (Authorizing the City Manager to Apply for a Local Government Grant from the Oregon Parks and Recreation Department for Keizer Rapids Park projects; Repeal of Resolution R2015-2550)
- B. RESOLUTION – Authorizing the City Manager to Award and Enter into an Agreement with Armadillo Boring Inc. for Shoreline Drive Storm Drain Repair
- C. Keizer Police Report on Disbursement of Petty Cash Funds
- D. Approval of April 18, 2016 Work Session Minutes
- E. Approval of April 18, 2016 Regular Session Minutes

Items A, C, D and E were pulled.

Item B: Councilor Parsons moved for approval of Item B of the Consent Calendar. Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Parsons, Ryan, Freeman, Herrera and Anderson (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Koho (1)

Item A: Mr. Johnson corrected the title of the Resolution (replace “Repeal of” with “Amending”).

Councilor Parsons moved for approval of Item A of the Consent Calendar as amended. Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Parsons, Ryan, Freeman, Herrera and Anderson (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Koho (1)

Item C: Mayor Clark asked Chief Teague to provide an explanation. Chief Teague explained that the Petty Cash Fund allows the Police to help people in need. He provided examples noting that helping others in this manner is money well spent. Councilor Ryan asked if the amount could be larger. Chief Teague agreed that sometimes officers just help people out from their own funds, but this allows \$100 for each sergeant and for now it is adequate.

Councilor Parsons moved for approval of Item C of the Consent Calendar. Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Parsons, Ryan, Freeman, Herrera and Anderson (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Koho (1)

Item D: Councilor Anderson indicated that he would abstain from voting on the April 18 Work Session Minutes since he was not at that meeting.

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

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

NAYS: None (0)

ABSTENTIONS: Anderson (1)

ABSENT: Koho (1)

Item E: Councilor Anderson noted that the Minutes did not reflect that Councilor Freeman had seconded a Motion on Page 3.

Councilor Parsons moved for approval of Item E as of the Consent Calendar as corrected. Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Parsons, Ryan, Freeman, Herrera and Anderson (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Koho (1)

COUNCIL LIAISON REPORTS

Councilor Herrera reported on the Greater Gubser Neighborhood Association meeting and the Claggett Creek Watershed Council "Discover Your Watershed" event. He announced the upcoming Kennedy Leadership meeting, the Young Life fundraising event and the need for Iris Festival volunteers and host families for Volcano baseball players.

Councilor Parsons reported on the Festivals Advisory Board (K-FAB) meeting, stated that she had visited several lemonade stands on 'Lemonade Day' and announced the upcoming Planning Commission and Budget Committee meetings and the Mayor's Prayer Breakfast.

Councilor Ryan reported on Arts Commission activities, provided information about the Iris Festival, announced that Keizer United had approved the 'Buckaroo Ball' which is a fundraiser for Peer Court, and reviewed events that she was planning on attending in the coming week.

Councilor Anderson reported that he had attended the "Discover Your Watershed" event and Rotary District Training Assembly. He announced that Emergency Preparedness books are available to the public from the Office of Emergency Management through the Mid-Willamette Emergency Communication Collaborative and announced the upcoming fundraising event for the Boys & Girls Club - 'Cinco de Micro'.

Councilor Freeman reported that Keizer received several awards at the Elks State Convention, neighborhood watches were discussed at the April West Keizer Neighborhood Association meeting. She reported on the Mid-Willamette Homeless Initiative Task Force meeting, commended the "Discover Your Watershed" event and announced upcoming Budget,

Traffic Safety/Bikeways /Pedestrian, Volunteer Coordinating committee meetings and West Keizer Neighborhood Association meeting.

Youth Councilor Siri Scales reported that she had attended a Tea for "Girls State", she also shared details about the two proms she attended.

Mayor Clark reviewed meetings/events she had attended including the Salem-Keizer Area Transportation Study (SKATS), League of Oregon Cities Board, and Mid-Willamette Homeless Initiative Task Force meetings and the Claggett Creek Watershed Council "Discover Your Watershed" event. Upcoming meetings/events included Keizer Economic Development Board, Budget Committee, Oregon Municipal Planning Organization Consortium (OMPOC), Career Technical Education Center Advisory Council meetings, the Fire District Mother's Day breakfast and the Keizer Art Association Tea.

OTHER BUSINESS

Chief Teague reported that Roland Farrens is being hired as a new police officer, Tim Calloway was indicted for murder in the Goodpaster shooting, Blast Camp registration is open and the Iris Parade is May 21.

Public Works Director Bill Lawyer announced that the Verda/Chemawa intersection will be closed June 15-September 2 for construction of a roundabout.

Community Development Director Nate Brown reported that staff met with representatives from the Department of Land Use Conservation and Development and Oregon Department of Transportation Growth Management Section to develop parameters for the public outreach and information campaign regarding growth scenarios for Keizer. Additionally the grant writing team for the Big Toy grant met to work out presentation details. He thanked Jackie Franke and Wayne Rollins for their invaluable assistance in this effort.

City Attorney Shannon Johnson referred to Item A of the Consent Calendar noting that in fact the original title was correct. He asked that by consensus Council adopt the resolution with the original title.

Council agreed by consensus that the original resolution as written was correct.

WRITTEN COMMUNICATIONS

Mayor Clark noted that she had an invitation from the League of Oregon Cities asking for tour ideas.

Councilor Herrera explained that Cinco de Mayo is not a Mexican holiday. It commemorates the Battle of Pueblo in 1862 when the Mexican army defeated of the French army.

AGENDA INPUT

May 9, 2016

5:45 p.m. – City Council Work Session ~ Canceled

May 16, 2016

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

June 6, 2016

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

ADJOURNMENT

Mayor Clark adjourned the meeting at 8:22 pm.

MAYOR:

APPROVED:

Cathy Clark

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

~ Absent ~

Councilor #1 – Dennis Koho

Councilor #4 – Roland Herrera

Councilor #2 – Kim Freeman

Councilor #5 – Amy Ryan

Councilor #3 – Marlene Parsons

Councilor #6 – Bruce Anderson

Minutes approved: _____