



**MINUTES**  
**KEIZER CITY COUNCIL**  
**Monday, May 16, 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  
Dennis Koho, Council President  
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

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

**SPECIAL ORDERS OF BUSINESS** None

**COMMITTEE  
REPORTS**

*Matt Lawyer*, Keizer, reported on the Parks Advisory Board meeting which included a proposal for clean-up of Palma Ciega Park by the West Keizer Neighborhood Association, a report on the Boy Scout Camporee held at Keizer Rapids Park, and discussion on developing sustainable alternative funding for parks.

*Richard Walsh*, Keizer, provided information regarding system development charges and reported that the Parks Board had passed a motion to ask Council to have the City Attorney research how to get more SDC spending flexibility.

City Manager Chris Eppley voiced support of this and explained that the new methodology was required by changes in State laws so modifications may require legislative changes at the state level but research can be done.

Mr. Lawyer and Mr. Walsh then provided additional information regarding the outreach planned for determining the best method to use to achieve sustainable funding for the parks.

**PUBLIC TESTIMONY**    None

**PUBLIC HEARINGS**

**a. Keizer Mart Liquor License Application – Change of Ownership**

Chris Eppley reported that an application was submitted for a Change of Ownership for Keizer Mart in Keizer, Oregon. A public hearing was scheduled, notice published, necessary notification given, a background check was done, and Keizer Planning Department found the location of the establishment to be properly zoned and had no comment on the application. Staff recommends that following a public hearing, Council recommend approval of the application.

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

Councilor Koho moved that the Keizer City Council recommend approval of the application for a Change of Ownership for Keizer Mart under the guidelines as established by ORS 471.178 and the Ordinances of the City of Keizer and to forward this recommendation to the Oregon Liquor Control Commission for final approval. Councilor Parsons seconded. Motion passed unanimously as follows:

AYES: Clark, Koho, Parsons, Ryan, Freeman, Herrera and Anderson (7)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: None (0)

**ADMINISTRATIVE ACTION**

**a. ORDINANCE – Amending Keizer Development Code Regarding Section 2.102; Amending Ordinance 98-0389**

City Attorney Shannon Johnson reminded Council that this matter was addressed at the May 2 Council meeting wherein Council directed staff to come back with an ordinance. That ordinance is being offered for approval.

Councilor Koho moved that the Keizer City Council adopt a Bill for an Ordinance Amending Keizer Development Code Regarding Section 2.102 (Single Family Residential); Amending Ordinance 98-0389. Councilor Parsons seconded. **\*\*Motion passed unanimously as follows:**

AYES: Clark, Koho, Parsons, Ryan, Freeman, Herrera and Anderson (7)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: None (0)

**b. ORDINANCE – Amending Keizer Development Code Regarding Section 3.202 Amending**

City Attorney Shannon Johnson reminded Council that this matter was addressed at the May 2 Council meeting wherein Council directed staff to come back with an ordinance. That ordinance is being offered for approval.

Councilor Koho moved that the Keizer City Council adopt a Bill for an Ordinance Amending Keizer Development Code Regarding Section 3.202 (General Procedures – Types I, II, and III Actions) Amending Ordinance 98-389. Councilor Parsons seconded. **\*\*Motion passed unanimously as follows:**

**Ordinance 98-389**

AYES: Clark, Koho, Parsons, Ryan, Freeman, Herrera and Anderson (7)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: None (0)

**c. RESOLUTION – Adopting Land Use Fees Relating to Partitions and Subdivisions; Repealing R2014-2454**

Mr. Johnson explained that these two Resolutions have to do with the Ordinances just adopted. He noted that two resolutions are required because the City must file the Partitions and Subdivisions Resolution with the County along with a map showing those areas.

Councilor Parsons moved that the Keizer City Council approve a Resolution Adopting Land Use Fees Relating to Partitions and Subdivisions; Repealing R2014-2454. Councilor Freeman seconded.

*\*\*Motion passed unanimously as follows:*

AYES: Clark, Koho, Parsons, Ryan, Freeman, Herrera and Anderson (7)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: None (0)

**RESOLUTION - Adopting Land Use and Sign Permit Fees Unrelated to Partitions and Subdivisions; Repealing R2014-2455**

Councilor Parsons moved that the Keizer City Council approve a Resolution Adopting Land Use and Sign Permit Fees Unrelated to Partitions and Subdivisions; Repealing R2014-2455. Councilor Freeman seconded. \*\*Motion passed unanimously as follows:

AYES: Clark, Koho, Parsons, Ryan, Freeman, Herrera and Anderson (7)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: None (0)

*\*\*Mr. Johnson pointed out that because Councilor Koho was absent from the May 2 Public Hearings his votes should be abstentions.*

Councilor Koho requested that his votes on items 8a, b and c be changed to abstentions. Council agreed by unanimous consent to allow this change.

**d. RESOLUTION - Authorizing the Community Development Director to Apply Jointly with the Salem Area Mass Transit District and the City of Salem for a**

Community Development Director Nate Brown explained that this is a request to partner with the Transit District and the City of Salem to apply for a Transportation and Growth Management Grant to study pedestrian obstacles that may exist in the fixed route bus network system.

Ted Stonecliffe, Salem-Keizer Transit District, provided details of the study noting that it would not result in a financial commitment from the City, but would simply give information needed to modify the City's transportation planning documents and identify areas that might need attention and be eligible for other grants.

Councilor Koho moved that the Keizer City Council adopt a Resolution Authorizing the Community Development Director to Apply Jointly with the Salem Area Mass Transit District and the City of Salem for a

**Transportation and Growth Management Grant**

Transportation and Growth Management Grant. Councilor Parsons seconded. Motion passed unanimously as follows:

AYES: Clark, Koho, Parsons, Ryan, Freeman, Herrera and Anderson (7)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: None (0)

**CONSENT CALENDAR**

- a. RESOLUTION – Ratifying the Human Resources Director’s Submittal of CIS Risk Management Job Analysis Grant Request
- b. RESOLUTION – Authorizing the City Manager to Enter Into an Agreement with Cascade Water Works Inc. for Installation of Equipment at Lacey Court Well
- c. Approval of May 2, 2016 Regular Session Minutes

Councilor Koho moved for approval of the Consent Calendar. Councilor Parsons seconded. Motion passed unanimously as follows:

AYES: Clark, Koho, Parsons, Ryan, Freeman, Herrera and Anderson (7)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: None (0)

**COUNCIL LIAISON REPORTS**

Councilor Herrera reported on the Parks Advisory Board, League of Oregon Cities, and Leadership with Kennedy meetings and announced the Keizer Points of Interest Committee, Greater Gubser Neighborhood Association and the Career Technical Education Center Board meetings.

Councilor Parsons reported on the Planning Commission meeting and the Commissioner Breakfast.

Councilor Koho explained that he has missed many Council meetings due to health issues and for that reason felt obligated to resign effective July 1, 2016.

Councilor Ryan expressed gratitude to Councilor Koho and reported on the Keizer Art Association mural, Iris Festival, Heritage Center Greeter and B-Fit Ribbon Cutting events, and the Commissioners Breakfast.

Councilor Anderson expressed gratitude to Councilor Koho and reported on the Mayor’s Prayer Breakfast, reviewed things he learned at the League of Oregon Cities meeting, and praised McNary Wind Ensemble noting that Salem-Keizer has an outstanding music program.

Councilor Freeman reported on the West Keizer Neighborhood Association meeting and Coffee with Cathy. She announced upcoming Affordable Housing and Volunteer Coordinating Committee meetings and vacancies in City committees.

Youth Councilor Siri Scales indicated that since she is a Junior she would apply for the vacant Youth Councilor position. She announced upcoming

McNary events including 'Spring Fling', elections and graduation.

Mayor Clark thanked all who participated in the Budget Committee proceedings. She announced that two members of Council will be out of town for the June 6 meeting which is when the Budget Public Hearing is scheduled and asked if it could be continued to June 13. Mr. Johnson suggested that anyone wishing to testify could be asked to hold their testimony until June 13 or absentees could view the June 6 Council meeting tape before the June 13 meeting.

Mayor Clark continued her report highlighting recent events including Keizer Heritage Board meeting, Keizer Art Association Annual Tea, and an explanation of the recent Keizer Village fundraiser 'Free Comic Day' benefiting the food bank and Doernbecher. Upcoming events included: Keizer Turnaround Awards, Salem-Keizer Coalition for Equality Luncheon, Iris Festival, and Salem-Keizer Area Transportation Study. She reminded citizens of the 24-hour drop box for election ballots in the Keizer Civic Center parking lot and congratulated Craig Murphy from Keizer Times on his new position and thanked him for his years of service to the community.

## **OTHER BUSINESS**

City Manager Chris Eppley expressed appreciation to Councilor Koho for his time and volunteerism.

Chief Teague reviewed parade related road closures. He noted that there was a shooting this weekend and explained that there has been a common denominator to all the recent shootings: if one lives a high risk lifestyle these things happen. If one is not living that way, then there is no risk in this very safe community.

Public Works Director Bill Lawyer explained that the Roundabout is on schedule, Verda/Chemawa intersection will be closed June 15 to September 2. He also reviewed various projects underway in the city.

Community Development Director Nate Brown announced that Commissioner Carlson and Richard Walsh will be the presenting team for the Big Toy Grant; work is being done on the Power Point. Presentation is at 4 p.m. on June 1 at the Red Lion in Salem.

## **WRITTEN COMMUNICATIONS**    None

## **AGENDA INPUT**

### **June 6, 2016**

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

### **June 13, 2016**

5:30 p.m. – Executive Session

6:15 p.m. – Executive Session

7:00 p.m. – Special Council Meeting

### **June 20, 2016**

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

**ADJOURNMENT** Mayor Clark adjourned the meeting at 8:15 pm.

MAYOR:

APPROVED:

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Cathy Clark

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Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

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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 – Bruce Anderson

Minutes approved: 06-06-16