



MINUTES
KEIZER CITY COUNCIL
Tuesday, July 5, 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
Amy Ryan, Councilor
Bruce Anderson, Councilor

Absent:

Position #1 Vacant
Roland Herrera, Councilor

Staff:

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

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS
OF BUSINESS**

None

**COMMITTEE
REPORTS**

None

**PUBLIC
TESTIMONY**

Jennifer Boss, Salem, provided information about the Alyssa Malchow Breast Cancer Foundation noting that they used to hold the annual fundraiser at Orchard Heights Winery but since they have closed their doors the Foundation is searching for another venue. They asked Council to consider donating the ballroom for the October 1 event.

Kelly Stevenson, Salem, explained that the event would be a Bunko game with 100% of the proceeds going to the fund to help educate and provide resources for young women with cancer under the age of 40 through the Salem Hospital Foundation.

Discussion followed regarding alcohol service and the target audience. Mayor Clark asked that this item be scheduled for consideration at the next Council meeting.

**PUBLIC
HEARINGS**

None

**ADMINISTRATIVE
ACTION**

**a. RESOLUTION
– Declaring a
Vacancy for
City Council
Position
Number One**

City Attorney Shannon Johnson reminded Council that Council President Dennis Koho had resigned effective July 1. Mr. Koho, serving in Council Position #1, was near the end of his four-year term scheduled to expire January, 2017. The City Charter requires that any vacant elective office be filled by appointment of the remaining members of the City Council. He reviewed the proposed timeline for filling the vacancy.

Councilor Parsons moved that the Keizer City Council adopt a Resolution Declaring a Vacancy for City Council Position Number One. Councilor Freeman seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Herrera and Position #1 (2)

Councilor Parsons moved that the Keizer City Council adopt the process and timeline that will be used for filling this vacancy and direct staff to give notice to the media inviting letters of interest and resumes from interested parties. Councilor Freeman seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Herrera and Position #1 (2)

**b. Municipal
Judge Report –
Councilor
Check In**

Mr. Johnson explained that Councilor Herrera had asked for additional time at the last meeting but since he was absent he could give his report at the next meeting.

Mayor Clark thanked Councilor Ryan for her report given at the last meeting and appointed Councilors Parsons and Anderson to observe and report in the fiscal year 16-17.

**c. RESOLUTION
– Amending
Fees Relating
to Municipal
Court Fees;
Amending
R2015-2570**

Mr. Johnson explained that this relates to the assignment of judgements to the City's contracted collection agency and that all fees adopted by Council must allow public input. This matter is before Council to allow for that. There were no comments from the audience.

Councilor Parsons moved that the Keizer City Council adopt a Resolution Amending Fees Relating to Municipal Court Fees; Amending R2015-2570. Councilor Freeman seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Herrera and Position #1 (2)

CONSENT CALENDAR

- a. RESOLUTION – Authorizing the City Manager to Purchase Three 2017 Ford K8A AWD Police Interceptor Vehicles for Police Department
- d. Approval of June 20, 2016 Regular Session Minutes

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

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Herrera and Position #1 (2)

COUNCIL LIAISON REPORTS

Councilor Parsons reported that she had attended the Fire District Board meeting and announced upcoming Parks Board and Planning Commission meetings, the Commissioner Breakfast and the Marion County Fair.

Councilor Ryan reported on Art Commission mural progress and announced the upcoming Chamber Board meeting. She added that she had attended the Rotary installation and praised Rotarians for their commitment and service to the community.

Councilor Anderson announced that he was sworn in as downtown Salem Rotary President Elect and that Mark Caillier is President Elect of the Keizer Rotary.

Councilor Freeman thanked the mural painters and individuals that clean up neighborhoods and streets and pointed out that local residents had cleaned up the corner of Chemawa and Shoreline. She announced upcoming meetings including the Traffic Safety/Bikeways/Pedestrian and Volunteer Coordinating Committees, Mid-Willamette Homelessness Task Force and Affordable Housing Task Force meetings. She also announced the upcoming National Night Out on August 2.

Mayor Clark reported on the Heritage Foundation annual meeting and offered congratulations and thanks to retiring Executive Director of Council of Governments Nancy Boyer. She also announced the upcoming Marion County Fair, Relay for Life and Keizer Rotary concerts.

OTHER BUSINESS

City Manager Chris Eppley explained that the K8A Police Interceptor Vehicles are Ford Explorers and that he has urged the Police to switch over to fuel efficiency vehicles but has been told that that is impossible.

Finance Director Tim Wood announced that the City has received the Government Finance Officers Association Certificate for Excellence in Financial Reporting again. This marks the 17th year the award has been received. He thanked staff and Department Heads noting that it is truly a team effort to get the award and thanked Council and the Audit Committee for asking the tough questions and keeping city staff

accountable to the taxpayers of the City.

Deputy Chief Jeff Kuhns reported that officers responded to 20 calls about fireworks on the 4th of July. Blast Camp is July 12-15 and registration is full; volunteers are still needed. He also thanked Officer Juan Mendoza and Lynn Halliday for their service to Keizer; they both retired last week.

Public Works Director Bill Lawyer reported that the roundabout construction is on schedule; conflicts with utility companies have been resolved.

Community Development Director Nate Brown reported that Keizer was awarded the Local Government Grant from the Oregon Parks and Recreation Department for Phase 2 of the Big Toy. Construction on this project will likely be next summer. The grant is for year-round flush restrooms, rubberized fall protection surface, and paved trails connecting the Big Toy to the neighborhood and Chemawa Road. The grant is for \$430,000. He praised Jackie Franke and Wayne Rollins for their outstanding grant writing skills and Janet Carlson and Richard Walsh who helped with the presentation process.

Mr. Brown informed Council that there is significant activity related to marijuana and rules are changed frequently at the state level making administration difficult. Mr. Eppley added that, because of state level changes, staff will likely be bringing changes to Council to readdress parts of the City's ordinance to make sure Keizer complies with the state.

Discussion followed regarding fireworks over the weekend, recent armed robberies and police communications.

**WRITTEN
COMMUNICATIONS**

None

AGENDA INPUT

July 11, 2016

5:45 p.m. – City Council Work Session - Cancelled

July 18, 2016

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

August 1, 2016

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

Mayor Clark adjourned the meeting at 8:00 pm.

ADJOURNMENT

MAYOR:

APPROVED:

Cathy Clark

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

~ Vacant ~

Councilor #1 –

~ Absent ~

Councilor #4 – Roland Herrera

Councilor #2 – Kim Freeman

Councilor #5 – Amy Ryan

Councilor #3 – Marlene Parsons

Councilor #6 – Bruce Anderson

Minutes approved: 7-18-16