



**MINUTES**  
**KEIZER CITY COUNCIL**  
**Monday, October 17, 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  
Bruce Anderson, Councilor  
Mark Caillier, Councilor  
Amy Ryan, Councilor

**Staff:**

Chris Eppley, City Manager  
Shannon Johnson, City Attorney  
Nate Brown, Community Development  
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**

**a. Volunteer of  
the Quarter  
Award – Jill  
Hagen**

Mayor Clark read the nomination letter and presented an engraved clock to Ms. Hagen as a token of appreciation.

Ms. Hagen accepted the clock, noting that the award actually belongs to the community for their efforts. She then donated a flash drive with over 300 pictures of the mural project, explained that she also initiated the mural on Keizer Florist, and urged the City to monitor the murals for graffiti.

**b. PROCLAMATION  
– Filipino-  
American  
History Month**

Mayor Clark read the proclamation naming the month of October Filipino-American History Month.

**COMMITTEE  
REPORTS**

*Kathy Lincoln*, Keizer, requested permission on behalf of the Traffic Safety/Bikeways/Pedestrian Committee to apply for a grant from Cycle Oregon (deadline October 31) for a bicycle repair station similar to that at Riverfront Park and the Transit Center. She provided details of the grant noting that it was not a matching grant.

Councilor Parsons moved to suspend the rules to take up the matter of the bike maintenance station grant. Councilor Freeman seconded. Motion passed unanimously as follows:

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

Councilor Parsons moved that the Keizer City Council direct staff through Keizer Public Works Director Bill Lawyer to apply for the bicycle maintenance station grant in the amount of \$1265 with the Traffic Safety/Bikeways/Pedestrians Committee. Councilor Freeman seconded. Motion passed unanimously as follows:

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

*Richard Walsh*, Keizer, recommended that the bicycle repair station be installed at the skate park. He then reported that Parks Advisory Board had discussed repair of the skate park, received a request for grant funding for the Keizer Little League fields, is considering working toward getting the city designated as a HEAL city (Healthy Eating Active Living) in order to apply for grants available through that program, and has decided not to pursue an Adopt-A-Park program at this time. The Board also discussed using the remainder of the match money from land acquisition at Keizer Rapids Park to apply for another OPRD grant, continues to work on stabilized parks funding, and considered volunteer options for installing the poured-in-place rubber surface project at the Big Toy. Mr. Walsh concluded his report noting that, after hearing testimony regarding the Parks Foundation Solar Eclipse fundraising event, the Board passed a motion to recommend Council waive park use and permit fees for this event.

Mayor Clark asked staff to come back with information on the cost of the skate park repair, plans for Keizer Little League fields and a report with a realistic assessment of City costs for the Solar Eclipse event and waiving of city fees.

## **PUBLIC TESTIMONY**

*Paula Giles*, Keizer Community Library, thanked the City for its support which allows the library to have programs that help the community and serve the children. She reported that about \$2000 was raised at the recent book sale and listed the programs that this funding makes possible including pre-school programs, reading groups, reading incentives, safety programs, guest speakers and opportunities for learning different people. She also shared information regarding library card holders and library users.

*Ryan Price*, Keizer, Suicide Prevention Walk, reported that the first walk was held in Salem on October 8. It was a fundraising/awareness walk put together by volunteers. He provided information regarding suicide in

Oregon, thanked organizations that had donated to make the walk possible, and reported that the walk had over 2,000 participants and raised over \$102,000.

**PUBLIC  
HEARINGS**  
**a. Full Monty's  
Bistro Liquor  
License  
Application –  
Change of  
Ownership and  
Trade Name  
(The Pour  
House Saloon)**

City Manager Chris Eppley reported that an application was submitted for a Change of Ownership and Trade Name from Full Monty's Bistro, Keizer, Oregon. The new Trade Name will be The Pour House Saloon. A public hearing was scheduled, notice published, and no response received. Staff recommends that following a public hearing, Council recommend approval of the application.

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

Councilor Parsons moved that the Keizer City Council recommend approval of the application for a Change of Ownership and Trade Name under the guidelines established by ORS 471.178 and the Ordinances of the City of Keizer and forward this recommendation to the Oregon Liquor Control Commission. Councilor Freeman seconded.

Councilor Caillier noted that he would vote in opposition of this because the applicants did not appear before Council to answer questions.

Motion passed unanimously as follows:

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

NAYS: Caillier (1)

ABSTENTIONS: None (0)

ABSENT: None (0)

**ADMINISTRATIVE  
ACTION**  
**a. ORDINANCE –  
Amending  
Keizer  
Development  
Code  
Regarding  
Sections 1.200,  
2.201, 2.302,  
and 2.310;  
Amending  
Ordinance 98-  
389**

Mr. Johnson reminded Council that at the September 6 meeting they directed staff to come back with this ordinance. It is being offered for approval.

Councilor Parsons moved that the Keizer City Council adopt a Bill for an Ordinance Amending Keizer Development Code Regarding Section 1.200 (Definitions), Section 2.201 (General Standards), Section 2.302 (Street Standards), and Section 2.310 (Development Standards For Land Divisions); Amending Ordinance 98-389. Councilor Freeman seconded.  
Motion passed unanimously as follows:

AYES: Clark, Caillier, Parsons, Ryan, Freeman, Herrera and Anderson (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**b. ORDINANCE –  
In the Matter of  
the Application  
of Herber Farm**

Mr. Johnson reminded Council that at the September 19 meeting they directed staff to come back with this ordinance. It is being offered for approval.

Mayor Clark voiced concern regarding the addition of condition 42

**LLC for a Comprehensive Plan Map Change From Low Density Residential to Medium and High Density Residential, a Zone Change from Single Family Residential to Medium Density Residential, and a Lot Line Adjustment to Consolidate the Existing Lots Into One Large Parcel For An Approximate 7.5 Acre Parcel Located in the 4800 and 4900 Block of Verda Lane, Keizer, Oregon**

regarding color variations and the associated cost increase.

Councilor Parsons moved that the Keizer City Council adopt a Bill for an Ordinance In the Matter of the Application of Herber Farm LLC for a Comprehensive Plan Map Change From Low Density Residential to Medium and High Density Residential, a Zone Change from Single Family Residential to Medium Density Residential, and a Lot Line Adjustment to Consolidate the Existing Lots Into One Large Parcel For An Approximate 7.5 Acre Parcel Located in the 4800 and 4900 Block of Verda Lane, Keizer, Oregon (Case No. 2014-11); Repeal of Order Dated October 6, 2014 (Decision upon Stipulated Remand). Councilor Freeman seconded.

Mayor Clark offered a friendly amendment to remove condition 42. Councilors Parson and Freeman did not accept it.

Mayor Clark moved to remove condition 42. Councilor Anderson seconded.

Discussion followed regarding whether or not the City should be getting into this level of detail and the possible increased cost. Mr. Brown pointed out that the color code currently in the Development Code is strictly for commercial establishments and not for residential developments.

Motion on amendment failed as follows:

AYES: Clark and Anderson (2)

NAYS: Caillier, Parsons, Ryan, Freeman, and Herrera (5)

ABSTENTIONS: None (0)

ABSENT: None (0)

Motion on original motion passed unanimously as follows:

AYES: Clark, Caillier, Parsons, Ryan, Freeman, Herrera and Anderson (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**c. ORDER – Denial of Application to Designate Giant Sequoia at 301 Dennis Lane N, Keizer, Oregon as Heritage Tree**

Mr. Johnson reminded Council that at the October 3 meeting they directed staff to come back with this Order. It is being offered for approval.

Councilor Parsons moved that the Keizer City Council adopt an Order - Denial of Application to Designate Giant Sequoia at 301 Dennis Lane North, Keizer, Oregon as Heritage Tree. Councilor Freeman seconded. Motion passed unanimously as follows:

AYES: Clark, Caillier, Parsons, Ryan, Freeman, Herrera and Anderson (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Mr. Brown explained that the ordinance designating a heritage tree will be reviewed and updated.

**d. Possible Lease of City Property**

Mr. Johnson distributed a resolution relating to this issue and provided background information. He explained that the property is located in Area B of Keizer Station on the north side of the intersection of Keizer Boulevard and Lockhaven and that it would be used for a movie theater.

Councilor Parsons moved that the Keizer City Council adopt a Resolution Authorizing City Manager to Sign Ground Lease Proposal for Theater Letter of Intent (Keizer Station Area B). Councilor Freeman seconded. Motion passed unanimously as follows:

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

Mr. Eppley explained that this is simply a ‘Letter of Intent’ which is a broad brush set of terms to which both parties agree, moving toward a lease. This will require some land use actions on the property, revision of the Master Plan, and development of detailed verbiage for the lease.

**CONSENT CALENDAR**

- A. RESOLUTION – Authorizing the City Manager to Enter Into Lease Agreement with Ricoh USA Inc. for Police Department Copier
- B. RESOLUTION – Repeal of Resolution R2015-2603 (Authorizing the City Manager to Sign Agreement to Connect to Public Water System and Covenants Running with the Land with Jonny A. Marin and Leanne D. Martin (Clear Lake Road)
- C. Approval of September 19, 2016 Regular Session Minutes
- D. Approval of September 26, 2016 Work Session Minutes

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

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

**COUNCIL LIAISON REPORTS**

Councilor Parsons announced that she had attended the Parks Foundation Eclipse Event planning meeting and the Special Session with Salem and surrounding jurisdictions. Upcoming events include Keizer Festival Advisory Board meeting and the Marion County Re-Entry breakfast.

Councilor Ryan reported that she had attended the Special Session with Salem and others, announced that she would be adopting a library family for \$10 and challenged others to do so as well, and wished Deputy Chief Jeff Kuhns a happy birthday.

Councilor Herrera noted that he attended the Special Session and the Parks Advisory Board meeting. Upcoming meetings included the Greater

Gubser Neighborhood Association and Career Tech Education Center Advisory Committee. He thanked Mayor Clark and Danielle Bethell for their participation in the Kennedy Leadership classes and announced that signups for the Boys & Girls Club Basketball league could be done on their website.

Councilor Anderson noted that the fall concert season is beginning for area schools. He reported on meetings he had attended including Keizer Chamber Board, the Special Session, and Marion Polk Food Share.

Councilor Caillier reviewed meetings/events he had attended including the Strong Towns presentation, Keizer Fire District Open House, Claggett Creek Watershed Council, Marion County Public Safety Coordinating Council, Southeast Keizer Neighborhood Association, Special Session, and the Marion-Polk Food Share meetings. He listed upcoming events including the Greater Gubser Neighborhood Association meeting and the tree planting at Keizer Rapids Park and Country Glen.

Councilor Freeman reported on meetings she had attended including the West Keizer Neighborhood Association, Traffic Safety/Bikeways/Pedestrian Committee, Coffee with Cathy, and Mid-Willamette Homeless Initiative Task Force. She urged everyone to visit the newly remodeled Baskin-Robbins and Keizer Liquor Store and announced upcoming events including the Marion County Re-Entry Breakfast and the Volunteer Coordinating Committee meeting.

Mayor Clark announced that she had attended the Habitat Homebuilders Breakfast and the Family Building Blocks Luncheon; and the Strategic Economic Development Corporation Board of Directors, Oregon Municipal Planning Organizations Consortium, and Keizer Heritage meetings. She announced the upcoming Mid-Willamette Council of Governments Board of Directors and the Salem River Crossing Oversight Team meetings, and the Black, White and Gray art exhibit at the Art Association and urged everyone to vote.

## **OTHER BUSINESS**

Public Works Director Bill Lawyer provided a weekend storm update. Mayor Clark commended Brandon Bucheit and Danielle Howitt for great customer service to Art and Roseann Barbowitz.

## **WRITTEN COMMUNICATIONS**

Mayor Clark shared an email comment made by Winco Corporation commending Mr. Brown and his staff, and read a comment about the roundabout from Milton and Ella Boone and a thankyou note from the American Cancer Society.

## **AGENDA INPUT**

**November 7, 2016** - 7:00 p.m. – City Council Regular Session

**November 14, 2016** - 5:45 p.m. – City Council Work Session

- Joint Work Session with Keizer Parks Advisory Board - Funding

**November 21, 2016** - 7:00 p.m. – City Council Regular Session

**ADJOURNMENT** Mayor Clark adjourned the meeting at 8:41 pm.

MAYOR:

APPROVED:

---

Cathy Clark

---

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

---

Councilor #1 – Mark Caillier

---

Councilor #4 – Roland Herrera

---

Councilor #2 – Kim Freeman

---

Councilor #5 – Amy Ryan

---

Councilor #3 – Marlene Parsons

---

Councilor #6 – Bruce Anderson

Minutes approved: \_\_\_\_\_