



**MINUTES**  
**KEIZER CITY COUNCIL**  
**Monday, November 21, 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  
John Teague, Police Chief  
Tracy Davis, City Recorder

**FLAG SALUTE**

Mayor Clark led the pledge of allegiance.

**SPECIAL  
ORDERS OF  
BUSINESS**

Mayor Clark shared her thoughts: The people of Keizer have defined themselves for the last 34 years through the motto of 'Pride, Spirit and Volunteerism' which has been a cornerstone of civic life in Keizer. Keizer will continue to be a community of family that will respect and celebrate common ground and differences that make the city special.

**COMMITTEE  
REPORTS**

*Kyle Juran*, Planning Commission, reported that after a thorough discussion, the Commission voted 6-1 to support the ordinance allowing for the expansion of the UGB for the Salem River Crossing project.

*Hersch Sangster* and *David Dempster*, Traffic Safety/Bikeways/ Pedestrian Committee, announced that the League of American Bicyclists had awarded the City of Keizer the designation of a Bicycle Friendly City. He explained that this is an ongoing classification which needs to be renewed yearly and there are areas where the City can strive to be even more bicycle friendly. Councilor Freeman commended the committee for their dedication and hard work.

*J.T. Hager*, Parks Advisory Board, reported that the board had given grants to Marion Polk Food Share for fencing around the Rickman Community Garden and to Keizer Little League for field improvements. The Board also discussed and recommended to Council that the City pursue the designation of a HEAL (Healthy Eating Active Living) City. The designation will allow the city to apply for small grants promoting physical

fitness. The Board is also monitoring the planning associated with the Solar Eclipse event which is being organized by Sherrie Gottfried and Allen Barker. Mr. Hager concluded his report urging Council to support funding parks and making them better assets than they currently are.

*Richard Walsh*, Parks Advisory Board, urged that the City apply for a grant with the Oregon Parks & Recreation Department using the remainder of the funds used to purchase the Buchholz property as a match because this would be the last opportunity to do so. He expressed hope that stabilized funding for parks would be established so that opportunities for improvement and development of area parks are not lost. He then provided background information on the creation, efforts and endorsements of the Willamette River Water Trail Partnership and reported that representatives along the river recently attended a meeting and shared the cooperative efforts in which they have participated to benefit water trail users.

**PUBLIC TESTIMONY**     None

**PUBLIC HEARINGS**     None

**ADMINISTRATIVE ACTION**     Community Development Director Nate Brown explained that this is a special event request for the Keizer Holiday Light Parade. Specifically the request is to authorize five locations for mobile food units to support the parade and a waiver of the fees listed in the staff report. City Manager Chris Eppley explained that there are two issues: food vendors and fees. Mayor Clark clarified that the Resolution addresses the food vendors. Discussion followed regarding K-23 coverage, fees, permitting food vendors, and the police overtime budget.

**a. RESOLUTION – Authorizing Temporary Use and Mobile Food Vendors Subject to Conditions for Keizer Holiday Light Parade (2016)**

Councilor Parsons moved that Keizer City Council adopt a Resolution Authorizing Temporary Use and Mobile Food Vendors Subject to Conditions for Keizer Holiday Light Parade (2016). 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 Caillier moved that Keizer City Council waive all fees except for Police staffing. Councilor Anderson seconded. Discussion followed regarding budget constraints and responsibilities. Motion failed as follows:

AYES: Caillier, Herrera and Anderson (3)  
NAYS: Ryan, Freeman, Clark and Parsons (4)  
ABSTENTIONS: None (0)  
ABSENT: None (0)

Councilor Parsons moved to approve the K23 coverage payment. Mayor Clark 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. RESOLUTION – Authorizing Mayor to Send Letter of Support for the Youth Homelessness Demonstration Program** City Attorney Shannon Johnson reminded Council that this issue came up at the last meeting. Staff has prepared a resolution authorizing the mayor to sign a letter of support. Councilor Freeman provided additional information about the program and commended the people who have been working on the grant.

Councilor Parsons moved that the Keizer City Council adopt a Resolution Authorizing Mayor to Send Letter of Support for the Youth Homelessness Demonstration Program. 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)

- c. Parks Funding Citizen Education and Survey** Mr. Eppley reminded Council that they had received information regarding parks funding alternatives from the Parks Advisory Board at the November 14 Work Session and had directed staff to work with the Board on distributing the information and conducting a citizen survey.

Council agreed by consensus to move forward with the Parks survey and community outreach on parks level of service and funding.

- d. ORDINANCE – Amending the Keizer Comprehensive Plan and Urban Growth Boundary (UGB) to Allow Salem River Crossing Project to Move Forward; Amending Ordinance No. 87-077** *Taken out of order.* Mr. Johnson provided information regarding the scheduling of this issue as it relates to the City of Salem.

Nate Brown introduced Julie Warncke, Transportation Planning Manager for the City of Salem and Matt Hasty from Angelo Planning Group who attended to answer questions. Mr. Brown directed attention to the staff report and attachments and explained that the UGB in question is shared by Marion and Polk Counties, Salem, and Keizer. Staff recommends Council vote to concur with the expansion to accommodate the project.

Councilor Parsons moved that the Keizer City Council adopt a Bill for an Ordinance Amending the Keizer Comprehensive Plan and Urban Growth Boundary (UGB) to Allow Salem River Crossing Project to Move Forward; Amending Ordinance No. 87-077. Councilor Freeman seconded.

Mr. Brown explained that this action in no way obligates Keizer to any

sort of funding commitment. Discussion followed regarding funding, phasing the project, development costs in West Salem, steps necessary to build the bridge, benefits related to a bridge, and the support of local businesses.

Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

- e. RESOLUTION – Authorizing City Manager to Sign Traffic Improvements Cost Sharing Intergovernmental Agreement with Salem Area Mass Transit District** Mr. Johnson announced that Steve Dickey with the Transit District was in attendance to answer questions. He explained that the IGA contemplates the Transit District traffic improvements at the intersection on Keizer Station Boulevard at the transit driveway. The City will reimburse the District 20% of the final cost in two payments spread out over two fiscal years. The maximum reimbursement is limited to approximately \$462,000 but it is anticipated that the actual amount will be considerably less.
- Councilor Parsons moved that the Keizer City Council adopt a Resolution Authorizing City Manager to Sign Traffic Improvements Cost Sharing Intergovernmental Agreement with Salem Area Mass Transit District. 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)

**CONSENT CALENDAR** None

- COUNCIL LIAISON REPORTS**
- Councilor Caillier reported on recent events/meetings including the Claggett Creek Watershed Council tree planting, and the Volunteer Coordinating Committee, Greater Gubser Neighborhood Association and Southeast Keizer Neighborhood Association meetings. He also provided information about the Miracle of Lights display. Mayor Clark added that Council night at the food barrel will be Saturday, December 3.
- Councilor Herrera reported on the Department of Public Safety event and the Keizer Academy of Leadership meeting and thanked the outgoing Parks Board members for their efforts.
- Councilor Parsons reported that she had attended the Commissioners Breakfast and Planning Commission, Personnel Policy Committee, and Parks Foundation meetings. Mr. Lawyer noted that permit approval for the Solar Eclipse event is waiting on approved site and fire plans.
- Councilor Ryan reported on events/meetings including Keizer United, Arts Commission, the Council/Parks work session and the Holiday Event

Planning meeting. She also noted that she has collected money on behalf of the Library for library memberships for 83 families.

Councilor Anderson reported on the Boys & Girls Club auction and announced upcoming events including the Keizer Festivals Advisory Board meeting, the tree lighting ceremony and the holiday parade. He noted that school concerts are beginning and urged everyone to attend those to hear some amazing musicians. He commended Classic Tap Dance Studio for their planned performances at area retirement homes.

Councilor Freeman reported on the Traffic Safety/Bikeways/Pedestrian Committee and the West Keizer Neighborhood Association meetings. Both groups will not meet in December. She noted that there is a 'neighborhood library' at 4615 Shoreline and it is in need of children's books. Ms. Freeman also announced that Holiday lights have been put up, and free Thanksgiving meals are available at St. Edwards Church and Simonka House.

Mayor Clark announced that she had attended a farewell and thank you tribute for Anna Peterson and two other Councilors, the Keizer School All Class Reunion, and the Keizer Heritage Board meeting. Upcoming events included: Christmas Family night at the Heritage Center, and Salem Keizer Area Transportation Study, Homelessness Initiative Task Force, League of Oregon Cities Board, and the Strategic Economic Development Corp Board meetings.

## **OTHER BUSINESS**

Chief Teague reported that he would introduce a new officer at the next meeting.

Public Works Director Bill Lawyer reported that the pump for the Tepper undercrossing will be installed on Tuesday. Staff is working with the Chamber to open the undercrossing for the Turkey Dash.

## **WRITTEN COMMUNICATIONS**    None

- AGENDA INPUT**
- December 5, 2016** - 7:00 p.m. – City Council Regular Session
  - December 12, 2016** - 5:45 p.m. – City Council Work Session
    - Flood Plain Changes
  - December 19, 2016** - 7:00 p.m. – City Council Regular Session

**ADJOURNMENT**    Mayor Clark adjourned the meeting at 9:16 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 – Mark Caillier

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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: \_\_\_\_\_