



**MINUTES**  
**KEIZER CITY COUNCIL**  
**Monday, December 19, 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:
- |                            |                                   |
|----------------------------|-----------------------------------|
| <b>Present:</b>            | <b>Staff:</b>                     |
| Cathy Clark, Mayor         | Chris Eppley, City Manager        |
| Marlene Parsons, Councilor | Shannon Johnson, City Attorney    |
| Kim Freeman, Councilor     | Nate Brown, Community Development |
| Roland Herrera, Councilor  | John Teague, Police Chief         |
| Bruce Anderson, Councilor  | Tracy Davis, City Recorder        |
| Mark Caillier, Councilor   |                                   |
| Amy Ryan, Councilor        |                                   |
- FLAG SALUTE** Mayor Clark led the pledge of allegiance.
- SPECIAL ORDERS OF BUSINESS** City Attorney Shannon Johnson explained that this was a housekeeping measure to correct the expiration date for the term of Richard Walsh on the Mid-Willamette Valley Community Development Partnership Board.
- a. RESOLUTION - Amending Resolution R2012-2304 to Allow Richard Walsh to Complete Term** Councilor Parsons moved that the Keizer City Council adopt a Resolution Amending Resolution R2012-2304 (Appointing Richard Walsh to the Mid-Willamette Valley Community Development Partnership Board) to allow Richard Walsh to Complete Term. 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)
- COMMITTEE REPORTS** *Matt Lawyer*, Keizer, provided the monthly report from the Parks Advisory Board focusing mainly on the plans for community based outreach to get input on support for stabilized funding for the city parks.
- PUBLIC TESTIMONY** *T.J. Putman*, Keizer, shared information about home funding for the homeless in the community. He explained that Keizer partners with Salem to administer funding for home investment through HUD. Interfaith Hospitality Network is one of the organizations that has been funded through this program and has been awarded \$200,000 over the last three years to provide rental assistance for those in need. Last year the

program served 55 families and 96% were able to stay housed. He provided details of assistance provided during the recent weather event and partners that participated and thanked Keizer for helping and for participating in the Mid-Valley Homelessness Initiative Task Force.

**PUBLIC  
HEARINGS**

None

**ADMINISTRATIVE  
ACTION**

**a. Fee Waiver  
Request for  
Keizer Rotary  
Amphitheatre  
During Keizer  
Parks  
Foundation  
Total Solar  
Eclipse Event**

City Manager Chris Eppley explained that the Keizer Parks Foundation is requesting that Council waive the fees connected with the use of the amphitheater for the total solar eclipse event planned for August 18-21, 2017. This is a fundraising event to benefit City parks.

Councilor Parsons moved that the Keizer City Council approve waiving all fees with the exception of the application fee that has already been paid for Keizer Rotary Amphitheater during Keizer Parks Foundation Total Solar Eclipse event. Councilor Freeman seconded.

Mayor Clark pointed out that she supports this because the funds generated will go back into the General Fund for Parks.

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 –  
Amending  
Ordinance  
Adopting the  
Keizer Medical  
Marijuana  
Facility Permit  
Process;  
Declaring an  
Emergency;  
Amendment of  
Ordinance No.  
2014-702**

Mr. Johnson explained that these are housekeeping measures. Early sales of recreational marijuana in medical marijuana facilities ends on December 31 and the trend has been that the medical facilities are converting to recreational. The Keizer ordinance does not allow medical marijuana to be sold in a recreational shop but the OLCC does. The proposed amendment adopts the OLCC regulation allowing medical marijuana to be sold in a recreational shop and amends the medical marijuana facility and recreational regulations to make it clear that additional background checks in a conversion situation are not required.

Councilor Parsons moved that the Keizer City Council adopt a Bill for an Ordinance Amending Ordinance Adopting the Keizer Medical Marijuana Facility Permit Process; Declaring an Emergency; Amendment of Ordinance No. 2014-702. 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)

**ORDINANCE –  
Amending  
Ordinance  
Adopting the  
Keizer  
Marijuana  
Retailer Permit  
Process**

Councilor Parsons moved that the Keizer City Council adopt a Bill for an Ordinance Amending Ordinance Adopting the Keizer Marijuana Retailer Permit Process; Declaring an Emergency; Amendment of Ordinance No. 2016-743. 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. RESOLUTION  
– Adopting  
Public Art and  
Public Murals  
Policies;  
Repeal of  
Resolution No.  
R2016-2650**

Mr. Johnson explained that commissions on artwork displayed in the Community Center have not been significant so the Keizer Public Art Commission has recommended that that language be removed.

Councilor Caillier suggested that trained volunteers be allowed to hang artwork in the Community Center and that be added to #2 of the policies.

Councilor Parsons moved that the Keizer City Council adopt a Resolution Adopting Public Art and Public Murals Policies; Repeal of Resolution No. R2016-2650, as amended to include the addition of ‘or authorized volunteers’ in #2. 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**

- a. RESOLUTION – Authorizing the City Manager to Sign contract with Wire Works, LLC for Police Department Vehicle Equipment Installation Services
- b. RESOLUTION – Authorizing City Manager to Sign Park Management Agreement with Keizer Little League, Inc.
- c. Approval of December 5, 2016 Regular 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 Freeman thanked Dave Walery, Scott White and Keizer Police for their parts in the tree lighting on the 6<sup>th</sup>. She praised Keizer Chamber for putting together the Holiday Lights Parade and thanked Keizer Network of Women, Elks, and Gubser Elementary School for their holiday assistance and all those who kept everyone safe during the recent snow storm. She also wished everyone a merry Christmas and happy new year.

Councilor Anderson gave the Chamber Board meeting report, announced the First Citizens award banquet on January 21, and thanked city staff for keeping everyone safe during the recent bad weather.

Councilor Ryan thanked everyone who participates in the Christmas events throughout Keizer.

Councilor Parsons had left for work.

Councilor Herrera thanked the Parks Advisory Board, Richard Walsh, J.T. Hager, the Chamber, Fire District and volunteers. He wished everyone a merry Christmas and a happy new year.

Councilor Caillier had no report.

Mayor Clark reviewed meetings of the Oregon Municipal Planning Organizations Consortium (OMPOC) and the Congestion Mitigation Area Quality (C-MAQ) panel and thanked those who donated during the Miracle of Lights display, Public Works and Police for assistance during the recent snow and ice, and neighbors who checked on each other during the event.

## **OTHER BUSINESS**

Finance Director Tim Wood reported that the cost of putting the Parks survey in the utility bill will be around \$1000. Staff is moving dollars around to fund it.

Chief Teague announced that he had been asked to mention that there had been some unofficial complaints of people blocking streets for sledders. He urged that although it is not legal to block the streets, if people are going to do so, they should do it safely. He noted that there were not nearly as many cars to deal with during the recent parade and announced that traffic had backed up badly at the roundabout but that was because someone ran out of gas in it and they couldn't get the car out of the road.

Community Development Director Nate Brown reported that his department has been working on the scope of work for the two Transportation Growth Management grants. One will be the Keizer Revitalization Plan and the other is an Education and Outreach grant with the Department of Transportation and the Department of Land Conservation and Development to review what other communities have done to meet their demand for growth.

## **WRITTEN COMMUNICATIONS**

Mayor Clark stated that greetings had been received from partners and other organizations. She thanked them all for making the Mid-Willamette Valley a real gem when it comes to collaboration and problem solving together and wished them happy holidays as well.

## **AGENDA INPUT**

**January 3, 2017 (Tuesday)** - 7:00 p.m. – City Council Regular Session  
○ Oath of Office – Keizer City Council Positions No. 1, 2, 3 and Mayor

**January 9, 2017** – 5:45 p.m. – City Council Work Session

**January 17, 2017 (Tuesday)** – 7:00 p.m. – City Council Regular Session

**ADJOURNMENT**

Mayor Clark thanked Council and staff for a great year and thanked Dennis Koho, wishing him the best. She noted that new homes are being built, the roundabout is complete, Volcano Stadium is updating, and Waremart by Winco is coming in 2017 along with a solar eclipse. One thing that will stay the same is that Keizer will still be an awesome city and an awesome place to live. She wished everyone a merry Christmas and a happy new year.

Mayor Clark adjourned the meeting at 8:05

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: 1-17-17