Accessibility and Accommodation Requests

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To provide oral comments via electronic means, please contact the City Recorder's Office no later than 2:00 p.m. on the day of the meeting. Most regular City Council meetings are streamed live through www.KeizerTV.com and cable-cast on Comcast Channel 23 within the Keizer City limits.

KEIZER COMMUNITY DIVERSITY ENGAGEMENT COMMITTEE AGENDA

Thursday, April 3, 2025, 6:00 PM
Robert L. Simon Council Chambers
930 Chemawa Road NE
Keizer, Oregon

MISSION STATEMENT: 'Exists to foster justice, diversity, equity and inclusion and to strengthen our community through active listening in order to strengthen and encourage civic engagement, understanding and empowerment and to advise the City Council on issues that are critical to connecting our community.'

1. **CALL TO ORDER**

2. **ANNUAL VOLUNTEER RECOGNITION ~ BY DAISY HICKMAN**

3. **APPROVAL OF MINUTES**

   a. **March 2025**

4. **APPEARANCE OF INTERESTED PERSONS**

5. **COMMITTEE MEMBER REPORTS**

   a. **GNEKNA reports - submitted by Tammy Kunz**

6. **NEIGHBORHOOD ASSOCIATION REPORTS-OUT FROM COMMITTEE MEMBERS**

7. **OTHER BUSINESS**

   a. **2025 Keizer Events ~ Expand the List**

   b. **CDEC Event/Decision Assessment Questionnaire - Continue Discussion**

8. **STAFF LIAISON REPORT**

   a. **Resolution R2025-3558 - Amending Community Diversity Engagement Committee; Amending Resolution R2021-3225**

b. Recognizing National Observances and Commemorative/Heritage Months Update

9. ADJOURN ~ NEXT MEETING: 05/01/2025

EQUITY AGREEMENTS: Stay Engaged | Listen to Understand | Speak Truth Responsibly | Expect and Accept Non-closure | Be Willing to do Things Differently and Experience Discomfort | Practice Confidentiality | Be Committed To Hold People In Positive Regard | Recognize Intent vs. Impact.

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MINUTES
KEIZER COMMUNITY DIVERSITY ENGAGEMENT COMMITTEE
Thursday, March 6, 2025
Robert L. Simon Council Chambers

Call to Order

Chair Jane Titchenal called the meeting to order at 6:13 p.m. Attendance was noted as follows:

Present:
Jane Titchenal, Chair
Carrie Brown, Vice ChairTammy Kunz
Stephanie Cross
Mayor Cathy Clark via Zoom

Absent:
Benita Picazo
Councilor Soraida Cross
Open Position
Youth Member - Open Position

Staff:
Dawn Wilson, Deputy City Recorder
Tim Wood, Assistant City Manager
Adam Brown, City Manager

Approval of Minutes

a. February 2025

Tammy Kunz moved for approval of the February 2025 Minutes. Stephanie Cross seconded. Motion passed as follows: Titchenal, Kunz, Brown, Cross, and Mayor Clark in favor with Picazo and Councilor Cross absent and two open positions.

Appearance of Interested Persons

Jacqueline Green, Keizer, shared a history of the Keizer community and does not support changing the name of the Community Diversity Engagement Committee (CDEC) and supports the CDEC.

Michael Welsh, Keizer, expressed concern for the City Council by undermining the CDEC and referring to the word of diversity as a weapon and suggested removing the word diversity. He feels that this was unacceptable and divides people.

Levi Herrera, Salem, shared that the table tent on how to speak wasn't translated correctly in Spanish. He pointed out that when a good Committee focuses on diversity, it could find inaccuracies. He supports keeping the CDEC name as it exists. If the word diversity was removed, it removed the role of the Committee.

Janet Johanson, Keizer, shared that she was from a deaf family and spoke about how disabilities haven't been addressed. She felt that the CDEC recognized persons with diverse backgrounds. She asked the CDEC to continue to empathize persons with diverse backgrounds. The CDEC members could remove the barriers and exemplify how they value people like her and her family.

Roland Herrara, Keizer, shared that he started this Committee by modeling the City of Wilsonville's Committee, and he felt that there was a misunderstanding of the word diversity. He felt that diversity doesn't harm anyone. He does not support removing the word diversity.

Other Business/Staff Liaison Report

a. Discussion on the Amended CDEC Resolution: Do you have any recommended revisions for the Council?

Assistant City Manager Tim Wood shared the changes in the CDEC Resolution that were proposed by the City Council that included changing the CDEC to seven voting members, making the youth position a non-voting position, changing the terms to be two-years to be in alignment with the City Councilor terms. They also wanted to streamline the purpose and tasks.

Discussion ensued about the purposes listed in the Resolution. It was requested to reference Resolution No. 2020-3135, entitled Keizer Statement of Values, in the Purpose. It was suggested to include under subsection 4b by identifying and breaking down or eliminating barriers, which would be "Active elimination of barriers by identifying and actually eliminating barriers as an act of participation."

There was discussion on having sign language interpreters present at all of the CDEC and Council meetings, and it was noted that this request would need to go through the budget process because of the expenditure. It was suggested to add intentional awareness to the Purpose to build a relationship capacity by specifying a particular action.

It was suggested to that National Disabilities Development Awareness Month could be moved to August and to have Constitution Week recognized in March.

Tammy Kunz moved to the City Council to allow for the CDEC youth member to be a voting member. Seconded by Stephanie Cross. Motion passed as follows: Titchenal, Kunz, Brown, Cross, and Mayor Clark in favor with Picazo and Councilor Cross absent and two open positions.

It was suggested that if the CDEC members represented the Council positions by appointing a representative, that it would derail this Committee within time. There was a comment about needing the language to match what the CDEC members do. It was noted to have equitable and consistency established by this Committee so that the values would be represented accurately by members representing Council positions. It was

noted that there needs to be transparency and commitment with the members.

The CDEC members would like three-year terms, and asked that the City Council consider renewal of the members.

Tammy Kunz moved the City Council for City Council members to appoint members to this committee to not be a personal representative of them. Seconded by Stephanie Cross.

A friendly amendment was made by Carrie Brown for each Councilor appoint a committee member using a standardized method using questions that we are recommending including the mission statement and definitions, priorities, and tasks. Seconded by Tammy Kunz. Motion passed as follows: Titchenal, Kunz, Brown, Cross, and Mayor Clark in favor with Picazo and Councilor Cross absent and two open positions.

Chair Titchenal requested to have access to the interview questions and answers by the Council for transparency and consistency.

Mayor Clark commented that it was important to retain the autonomy of each member to serve a full term and not at the will of the councilor because it doesn't give each member the ability to operate independently and with best judgment to serve at their full responsibility.

Stephanie Cross moved to remove the original motion. Seconded by Tammy Kunz.

Tammy Kunz motioned to keep Council Member appointment for three-year, staggered terms with the understanding that when somebody makes appointments to this Committee that they utilize the CDEC framework. Seconded by Stephanie Cross. Motion passed unanimously. 'Motion passed as follows: Titchenal, Kunz, Brown, Cross, and Mayor Clark in favor with Picazo and Councilor Cross absent and two open positions.

Stephanie Cross moved to continue the same appointment process to this Committee by the City Council. Tammy Kunz seconded. Motion passed as follows: Titchenal, Kunz, Brown, Cross, and Mayor Clark in favor with Picazo and Councilor Cross absent and two open positions.

It was requested to include language in the Resolution for members to notify the Chair and the City Recorder's Office on absences.

b. Discussion on Possible Renaming of CDEC

The list of potential names from the City Council were discussed. It was commented that the names did not speak to the members' hearts and souls. It was noted that the word diversity had not been a divisive term until recently and diversity brings strength. It was noted that diversity included disabilities, religion, accessibility, and inclusion.

Mr. Wood shared that there wasn't an immediate risk for the City by keeping the word diversity in the name because there were still some unknowns and that the City doesn't receive much direct Federal funding.

Chair Titchenal read a statement into the record. With that statement, she felt that the CDEC has many, many people and their voices supporting this committee who believed that the name of CDEC should be kept.

Tammy Kunz moved the City Council to keep the name as is with the Community Diversity Engagement Committee name. Seconded by Stephanie Cross. Motion passed as follows: Titchenal, Kunz, Brown, Cross, and Mayor Clark in favor with Picazo and Councilor Cross absent and two open positions.

c. Revised CDEC Definitions

The CDEC Definitions were read aloud and discussed.

Tammy Kunz moved to keep the Definitions as read. Seconded by Stephanie Cross.

Mayor Clark made a friendly amendment stating that the word impartial is the wrong part of speech and should be the pursuit of impartiality and equity. Tammy Kunz accepted the friendly amendment. Motion passed as follows: Titchenal, Kunz, Brown, Cross, and Mayor Clark in favor with Picazo and Councilor Cross absent and two open positions.

d. Revised Interview Questions and Rubric

It was noted to change impartial to impartiality and equity under justice.

Tammy Kunz moved to keep everything as written except with impartiality under justice found on pages 14 and 16. Seconded by Stephanie Cross. Motion passed as follows: Titchenal, Kunz, Brown, Cross, and Mayor Clark in favor with Picazo and Councilor Cross absent and two open positions.

It was requested to change the title to "Interview Questions for the CDEC."

Tammy Kunz moved to have pages 14 and 16 of the packet forwarded to the City Council to use as a guide for CDEC members. Seconded by Stephanie Cross. Motion passed as follows: Titchenal, Kunz, Brown, Cross, and Mayor Clark in favor with Picazo and Councilor Cross absent and two open positions.

It was suggested that the CDEC ask new members these questions.

Updated List of National Observance Months for Committee Presentations to Council

a. <u>See attachments</u>: **1) List of Observances approved by Council** **2) Presenter Instructions for Observations by Chair Jane Titchenal** **3) CDEC Event/Decision Assessment Questionnaire** **4) List of 2025 Keizer Events**	<u>Tammy Kunz moved that the National Suicide Prevention Month be moved to August. Seconded by Stephanie Cross. Motion passed as follows:</u> Titchenal, Kunz, Brown, Cross, and Mayor Clark in favor with Picazo and Councilor Cross absent and two open positions. The Presenter Instructions were discussed and how to get these instructions to the presenters. <u>Tammy Kunz moved to approve the presenting instructions and if a language is not listed here, accommodations are made to meet whatever language is needed. Seconded by Stephanie Cross. Motion passed as follows:</u> Titchenal, Kunz, Brown, Cross, and Mayor Clark in favor with Picazo and Councilor Cross absent and two open positions. Chair Titchenal shared the CDEC Event/Decision Assessment Questionnaire. She felt it was needed and asked the members to collect additional feedback from the community. She noted that Ray White helped with the verbiage. Discussion ensued on the wording. This item would be further discussed at the next meeting. The List of 2025 Keizer Events was provided by Chair Titchenal so that the CDEC would know what events to anticipate and could prepare the CDEC framework to reflect their values. The CDEC members would expand on the list for the next meeting. It was suggested to produce cards or a brochure with the CDEC mission and distribute them for the various events.
Committee Member Reports	Tammy Kunz and Chair Titchenal summarized their reports in the packet.
a. Report from Tammy Kunz	
b. Report from Chair Jane Titchenal	
Neighborhood Association Reports-Out from Committee Members	This item was covered under item 6.
Adjourn ~ Next Meeting: 04/03/2025	Meeting adjourned at: 8:50 p.m. Minutes approved: _____

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Tammy Kunz

CDEC April 2025

GNEKNA update;

We developed our 2-to-4-year plan. Finished our annual report and have had a great year for small work groups and working in the community. The one thing we decided was letting CDEC do the community engagement as it was too costly for hold community café' to engage with the community.

We are still hosting our book clubs and have an average of 20 to 45 who use this for community engagement. Our Next book club starts April 1st and we will be working on Advocacy in Action: 9 Practical Actions for Allies in Social Justice by Raymond White. Raymond is going to work with us and help engage in this book. I look forward to hosting this we have around 37 people signed up for this.

This group meeting on Zoom; The 1st Tuesday of each Month

Join Zoom Meeting

https://us06web.zoom.us/j/89485136753?pwd=kd4H21M7Q24jFbrKFccloPK2m35bCY.1

Meeting ID: 894 8513 6753 Passcode: 934295

This group also has a Neighborhood Watch group that meets the 1st Wednesday of each month on Zoom

Join Zoom

https://us06web.zoom.us/j/87654418812?pwd=DWiPJosdxanDXlcBaW0qFVaKblUbF4.1

Meeting ID: 876 5441 8812 Passcode: 845817

Greater Gubser

This meeting went well. They are working on helping promote the Gold Star Family Memorial Monument for Ryan J Hill Park. There will be a fund raiser April 30th at the Rec starting around 6pm. There is a $2000.00 Match to help get this paid for in time for September.

Parks;

They have a grant working with KP Crew for a pollinator Garden near the Skate Park. The KP Crew has been working hard on restoration of some of the Skating bowls, and maintain the park in which they use.

They looked at rules for the Pickle ball courts and will review them as the need arises. Some damage was reports to fencing for the courts and is being worked on. The Big toy is going to have a couple of work days to clean and repair, as well as update the art.

Northwest Keizer NA (NWKNA)

Has a good meeting, they had Jane Lawry and Daylee from Willamette Valley Bank presentation of Fraud protection. In which each one has a flyer from this meeting for you to share with those who need it.

They are working on a Graffiti Project and working with each Neighborhood Association as well as the city. More to come on this.

I shared a brief report for items we will be working on. I asked for community engagement support for them to share how we can best support them, as well as we have committees and boards looking for youth members.

State of the City with Mayor Clark; The Keizer community shows up, The Neighborhood Associations partnered with West Keizer NA for this event. We had about 50 to 55 people in attendance. I used Google teams for some of the GNEKNA folks who wanted to listen. We had around 15 with teams.

Claggett Creek Water Shed;

This groups meets every other month and partnered with rotary for the 15th annual civic center clean up on March 15th they had over 100 plus people who worked on this event. We got the next few events planned and just need to work out the details. They are also looking for support from people who live on Claggett Creek Park to attend meeting and share how things are going Creek wise.

Keizer fest; Soggy day at the park; are the next two main events.

MWACT;

The focus was Center Street bridge construction project for 2026. The focus is work to be done, community engagement and seeking input from community on the ways it may impact communities. The main concerns are going to focus on traffic flow; safety and hearing from the engineer.

	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER	Comments
Public Participation;	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions	To obtain public feedback on analysis, alternatives, and/or decisions	To work directly with the public throughout the process to ensure concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place the final decision making in the hands of the public.	
Promise to community	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.	

Evaluate						

Notes;

Community connectedness is about community members feeling connected with one another and the city and informed about what is happening in their community and government. Engaging the community for this purpose is important because it helps build trust between community members and staff, creates a sense of belonging in the community, and contributes to a welcoming and inclusive community.

Success Indicators Successful community engagement will lead to: • An increased sense of belonging in the community per community survey results • City events and activities reflecting our diverse community • A broad range of community members involved in partnerships.

- Achieved By Examples of how the success indicators could be achieved: • Build inclusive, sustained, mutually beneficial relationships with community groups and organizations • Partner with community groups to support a wider range of events and activities that appeal to our diverse community • Work with community partners to expand volunteer and public service activities that appeal to a broad range of community members • Update recruitment, hiring and staff support practices.

Step	Action	Task	Comment
1.	Gain Internal Commitment	• Identify decision makers. • Identify purpose of engagement/scope of decisions • Define Public's Role in decision/assess City's expectations • Identify preliminary residents/ community and issues	
Step 2.	Learn from the Public	• Impact analysis of residents/ Community and potential issues • Develop a comprehensive list of	

		stakeholders and categorize (primary, secondary, etc.) • Correlate responses to Community/ residents on problems or issues • Review/redefine statement of purpose or problem to solve	
Step.3	Define Level of Participation	Assess public and internal expectations • Select level of participation (inform, consult, involve, collaborate, empower) • Assess readiness of organization	
Step 4.	Define Decision Process	Understand decision process (timeline). • Set public participation and communication objectives for each step • Develop strategic communication plan	
Step 5.	Design Public Participation	Create plan • Integrate community/ residents data into plan • Identify timing/resources • Evaluate	
Step 6.	Evaluate		

I think if we can create a sheet like the one above which is somewhat like what we use for GNEKNA it may be helpful. I am going to submit some supporting documents for us to use as we work on creating a good framework.

Project	Project Type	Date added	Dated covered/ discussed	Status	Accomplish and Weight	Accomplish Comments	Comments
6/28/2023 **20741** Verda Ln: Dearborn Av to Ascot Lane (Keizer)	Side walks and road work to finish from Verda Crossing project to complete the safety side.	6/28/23 2021-2026 SKATS TIP Modifications (Since June 2023)	**ongoing**	Increase ROW phase by $484,903 ($435,103 federal, $49,800 local match) to cover updated project cost.	Keizer 23-17 $4,074,800 $4,859,703 $3,440,359 $4,144,652		Increase cost of PE phase by $300,000 ($269,190 federal and $30,810 local match). **(Set for 2025)**
Verda and Chemawa Road NE	Flashing crossing beacon	6/7/2023		Monitor		Ongoing concern for the Community/ Ongoing Speed Study	Brought by the Mayor at City Council 02/15/24 Speed survey in Progress. Working on Speed Advisory Signs. 03/21/24 Installed 4/18/24 08/15/24 will seek an update from Mike
Lockhaven NE Creekside bus stop	Bike stripping east bound at Creek side	6/16/2023		Monitor 02/15/24 Mr. Sangster believes painting is critical for bike	Strong need for bike safety along the side of the road	City of Keizer is looking into the bike stripping process	Bill Lawyer is working with Mayor Clark on how to

				safety. (east and west bound sides)		04/18/24 DKS engineering is looking into this and we will receive an update. 6/20/24 cost is $15K for 2 studies' to be done one on Lockhaven, and one on Chemawa City Council did not vote to move forward at this time.	be most effective
Keizer Road NE/ Verda to Ridge Near Keizer Little League	Heavy traffic/ Pedestrian and bike usage, major point of traffic	11/16/2023		Monitor	Green stripping needed for bikeway safety This did not get approved with City Council	Up for conversation with the community in Association meetings/ as sport is arrival *Looking at Sidewalks for Keizer Rd NE to meet the existing sidewalks construction quote $153,000 this is still being looked at.	Will look at this in March of 24 Shared Boundary with GGNA on the other side of the road
Library sidewalk	Flashing beacon			Speed Study	Project Completed	Construction date July 23	Data showed not a

at Rickman	placed July of 23					RRFB-Rectangular flashing beacon	speed concern
Claggett Creek NE / 10th/ 10th Chemawa	Speeding concern			Speed Study	Completed project	Speed study showed 85th % EB 26MPH, WB20.53 MPH	
Dearborn near Claggett Creek Park	Crosswalk needs	We have covered this for the last 6 meeting GNEKNA Oct 2023		No Action		Assessment by Public works (PW)in Oct	Not a define crosswalk area for placement
Hidden Creek/ Brook Hollow	Painting project	Completed		Monitor No other action needed		Paint the curbs Yellow	
Verda at Dearborn Bus stop ADA concerns		Tammy needs to talk to Cherriots				This is something that needs to be added to the Cherriots list of actions	Still in the cue for a project
Chemawa NE@ Lucinda	West curve before approaching Lucinda				1 Solar Speed Display	This falls under public work	Nothing in the budget looking at 2024
Keizer Road	Paving the pot hole	It is in the works	Completed in July 2024				

Agenda Item C. Verda Lane Funding Discussion Continued. Steve Dobrinich provided a recap of previous TAC discussions regarding the funding shortage with the city of **Keizer's Verda Lane:** Dearborn Ave. to the Salem Parkway project. He reminded the group that removing the realignment of Claxter Rd. was not favored by the group because the cost savings were not worth the loss in safety improvements.

2 Mr. Dobrinich outlined potential options for resolving the funding shortfall issue including: − Recommending that the PC provide additional funding to the Preliminary Engineering (PE) and Right-

of-Way (ROW) phases of the project for a total of $784,415 of which $704,293 would be federal funds matched by local funding of $80,610.

Discussion related to funding the deficit for the construction phase consisting of $4,648,684 total--$4,171,219 federal and $477,415 local match. Should SKATS' unprogrammed funds be utilized to make the project whole?3 − Discussion related to slipping project(s) or project phase(s) to free up funds for future cost overruns. **Bill Lawyer** confirmed that the city of Keizer will be able to provide an additional $2 million for the project, but he cannot commit to more.

Julie Warncke commented that any additional funding that might be provided be utilized as a contingency fund. Potential funding sources were discussed and Dobrinich indicated that a combination of CMAQ and STBG-U funds could be used for the PE and ROW phases of the Verda project; however, staff needs to do additional work on where construction funds will come from. Carl Lund, Marion County Public Works, expressed approval for the collaboration efforts among TAC and Policy Committee members to make projects whole.

TAC consensus was achieved related to recommending the Policy Committee provide the additional funds needed for the PE and ROW phases. TAC members will continue to review options for funding the construction phase. Mr. Lawyer commented that the construction phase is likely to be deferred from its originally programmed year out to 2026 or 2027. It was noted that the current 2021-2026 TIP can be amended through FY 2024. Anything beyond that point would require an amendment to the FY 2024-2029 TIP when it becomes effective.

TAC members discussed the city of Salem McGilchrist project. An illustration of the project bids for the Phase I 22nd Street realignment was displayed onscreen from a low of $7,566,270 million to a high of $9,787,104 million. The city of Salem will likely request additional funding of at least $3 million, possibly more depending on the project bids, to complete the project. Motion was made by Austin McGuigan, seconded by Janelle Shanahan, to recommend that the SKATS Policy Committee provide the additional funding request from the city of Keizer for the PE and ROW phases of the Verda Lane: Dearborn to Salem Parkway project. Those voting in favor of the motion were Lisa Anderson-Ogilvie, Austin Barnes, Chris French, Bill Lawyer, Scott McClure, Austin McGuigan, Janelle Shanahan, Julie Warncke, and Brandon Williams. Victor Lippert did not register a vote.

The motion passed. Regarding the construction phase of the Verda Lane project, Julie Warncke commented that TAC members seem to favor completion of the project but would like to discuss the financial details/issues in more depth at a future meeting. Mr. Dobrinich confirmed that the funding of the construction phase of the project can be continued at a future meeting along with the discussion related about how to address future shortfalls in other existing projects. Notes from (TAC July 11th 2023. Minutes)

We are currently updating this with all the proper dates and information.

As we share this, please let us know how we can serve you better.

Goals	Accomplishment	Priority level	Comments

Cert Training; Promote members of GNEKNA to learn and support in case of an emergency	Tammy Kunz and Jacqueline Green under go training	Medium to high	Benefits to all of Keizer, and the GNEKNA
Engagement with SKATS	Tammy Kunz Jacqueline Green	Medium	Benefits the community as a whole
Greater Northeast Keizer Neighborhood Association opportunities to engage with community	Tammy Kunz Jacqueline Green	High	Helps to build mutual connections and meet the community needs as they arise
Work to reduce and identify ways to reduce traffic congestion and make travel safer for families	Tammy Kunz SKATS Meetings and Steering Committee Jacqueline Green SKATS meeting And Keizer Traffic/Bikeways/Peds	High	Tammy and Jacqueline attend as many meetings as possible to keep the GNEKNA informed and Tammy reports to Keizer CDEC (Community Diversity Engagement Committee) The Association also reports to committees as needed.
Kennedy Elementary Parent club	BEV/ Tammy/ Jacquline	Medium	Reports to Tammy and Jacqueline by email of upcoming concern and needs
Work on the NTMP (Neighborhood Traffic Management plan)	Tammy and Jacqueline gathered input from those who attended meeting and gathered information from online forums	high	Ongoing work to be looked at every 6 months to ensure safety
Parks and ADA Access and safety	Tammy and Jacqueline attend all the meetings Gwen is the one who oversees Claggett creek Park	Medium	Tagging concerns and car break ins
Neighborhood Watch program	Tammy Kunz and Jacqueline green head this	High	12 Block Captain through out the community all report to Tammy by email and as problems arise KPD
Collaboration with the Neighborhood Associations	Tammy Kunz works hard on this aspect with the Help of Rhonda WKNA	High	Allows for collaboration from ongoing project and provides support for

			those who are in need of that.
Engagement with Community	Tammy Kunz, Liz, Bev	High	Tammy has been very active in making this her project to ensure our needs are met and help find what people need Tammy Has work hard and hosted meeting at different times to help meet the ongoing needs on the community and maintain involvement
Technology needs	Tammy Kunz	Medium	Tammy has been hosting Google team meetings, zoom meeting and others to help engage more people
Master plan projects	Tammy Kunz	Medium	Helps to identify concern before they arise and educate the community
Community Engagement	We have done some online forums asking question	Are we GNEKNA meeting the needs you have for your families	What can we do better
300 people replied		258 yes	Newsletter more often 35 More emails weekly updates 45 Update material on line more 22 Facebook updates 10 Learn snap chat 6 More times to meet 44 Flexibility for zoom 5

As you can see, we have tracked our information and understand what families need and are looking for. We are looking at ways to move the website to go Daddy as we can upload better documents for easier access for families.

We have hosted 3 community Café this year the numbers were low in person but the online setting was different for each one

1st one 10 online Tammy Used her Phone; 2nd online line Tablet we hosted **15 online**; 3rd with Rick we hosted a **total of 25 online** (Liz had 12) (Jacqueline had 10 online)
Bev had **4** but 3 kept having issues with connection we are not counting those) Numbers finalized on Sept 9th at 7 pm when we each had time to report back to Tammy

Result we increased out plan and now have better access to prevent that in the future

Tools	Description	Level of Participation	Benefits	Consideration
Printed	Newsletter and email, facts sent, by text	Inform 355/ 230 yes 25 would like better access for the materials with City	Tammy and Jacqueline have been very active in keeping us aware.	Understand the cost is high for printing Technology for older adults Timing can present challenges
Advertising	Printed, Media	Inform Great job at sending emails and communication	Fast effective, reaches us in a timely manner	Cost of printing is high
Website	Clear information and knowledge are shared well	Involve and consult and inform	Online surveys are helpful, provides targeted information	Takes time but the team work well, (5 working on this task)
Email Feedback	Cost effective way to share information	Inform and consult	A faster way of sharing information down the line and we all (5 of us) do our part to lighten the load for Tammy and Jaqueline	This is a great tracking tool for keeping up with who is getting the emails
Community Connections	Allows everyone to receive newsletter and updates as they come	Inform and consult- involve	Allows community member information, ways to connect as needed	Generates communication, engagement, fosters hope with connections
Public meetings	Yes, Allow the community to attend when they can/ Zoom has added about 45 new people per year to attend our online meeting	Inform and consult- involve	Allows community member information, ways to connect as needed, meets a variety of needs	Allows other to join from home, engagement and educational information, such as Conflict with Rick Newton, back to school safety, Online meeting, Community Café' connection with resources

We have added some information we are looking at to see what changes we can make to make it easier for families.

We have hosted 5 meeting this summer at the parks it was great.

1st one we had 43 families and kids at Claggett; 2nd we went to the big toy (KRP) what a hit 65 families total ;3rd we went to North view terrace park 32 families ;4th We took a field trip to the river front park and road the carousel has a picnic at the park and it was the best time ever

5th back to Claggett we had 32 families for the final send off before back to school. (updated Aug. 2024)

Sept update;

Online families would like more contact with events for both Salem and Keizer so if they want to attend other places this is available.

Next Website needs to be updated and add some more tabs for better engagement; this is also some the Board has been looking at as we have had some families share the agenda, minutes and newsletters are not as easy to access as they were with the updated materials for the web host. Liz Sept 27th, 2024

Oct results; Update from Next door poll; we asked 5 questions and received 155 replies'

Best way to engage our community was 55 for online forums and zoom meetings, 25 prefer in person but meetings during the day while kids are at school; 50 would like more Zoom meeting format for our meetings with still keeping our teams working. 25 were open to moving the meeting around and keeping the hybrid model we use now.

Time question received a great number of responses and most people want to move the time to during the day while the kids are at home while keeping the hybrid model of in person and zoom, while adding our team app as 5 people use this and would rather not change.

Engagement with newsletters and other communication went well. More people would like to keep using our Facebook, and next-door, but not the insta gram site. (20) use the insta gram for information and this one need improvement.

We did a door to door just to talk to families and asked the same questions this was so Awesome; Tammy and Jacqueline received a ton pf praises for the work they do. They did not work on this task, Bev, Lizzy, Kevin, Kimberly, Amelia, Dorian, and 8 others we did the same boundaries for the GNEKNA but asked how we can add support, plus what they may need or want from us here are some of those items. A stronger Neighborhood Watch presence in the community **87 percent**. Was over whelming the highest concern, the next was traffic concerns and safer sidewalks **80 percent**, take a book leave books adding more to the communities and to the parks, this was **65 percent** of the conversations with having other books in multi languages **55 percent**, graffiti removal on fences which I know Tammy and Jacqueline helped with over the weekend of Oct, 26th and 27th we got 4 fences painted and 6 mail boxes fixed on personal property that we made arrangement with.

Updated; on 10/29/2024 Liz and Beverly

This was a new add this year Tammy and Jacquline had the chance to see if they like it, the board is amazing and result are in the board voted to do this again, planning for the upcoming year

Final thoughts we did have a splash park day we hosted a total of 25 families this was just an added bonus, as we used this for planning of community engagement opportunities.

We hosted a play date in Oct at the big toy on Sat and this was great, concerns are the bus does not come this way and we really need to gain access for this service or stick to our Claggett, or Northview Terrace Park. (Northview would like to have a rest room at this park, so the kids don't have to go home and come back to play.)

List of upcoming, annual and new events happening in 2025 the CDEC could help support

1. Keizer Fest; May 15-18th
2. Riverwalk Art Show; May 16-18th
3. Summer Concerts; ?
4. Street art; collaborate with Keizer Public Arts Commission

What other events do we know are happening this year? Any new celebration or events we could consider?

Community Engagement Diversity Committee Event/Decision Assessment Questionnaire

1. Does the event or decision actively engage and include diverse communities in the planning, execution, and/or decision-making process?
(Examples could include inviting feedback from minority groups, ensuring representation in leadership roles, or using accessible platforms for communication.)

- ☐ Yes, it includes diverse input at every stage.
- ☐ No, the community was not consulted or involved sufficiently.
- ☐ I'm not sure.

2. Does the event or decision create opportunities for economic, social, or cultural empowerment for underrepresented groups in Keizer?
(Consider whether the event or decision supports minority-owned businesses, fosters inclusion in social spaces, or ensures cultural representation.)

- ☐ Yes, it provides clear benefits for underrepresented groups.
- ☐ No, there is no noticeable impact on empowering these groups.
- ☐ I'm not sure.

3. Is the event or decision accessible to all community members, particularly those from marginalized or historically underserved groups?
(Think about physical, economic, and informational access—whether events are physically accessible, free or low-cost, and whether language or cultural barriers are considered.)

- ☐ Yes, it is accessible to everyone.
- ☐ No, it excludes certain groups or has accessibility issues.
- ☐ I'm not sure.

4. Does the event or decision actively promote an environment of respect, inclusivity, and anti-discrimination, ensuring that all voices are heard and valued?
(Consider if the event fosters positive interaction across diverse groups and has clear anti-discrimination policies in place.)

- ☐ Yes, the event/decision aligns with these values.
- ☐ No, there seems to be a lack of emphasis on inclusivity.
- ☐ I'm not sure.

5. Does the event or decision reflect the city's commitment to long-term diversity and inclusion, beyond short-term or one-time efforts?
(Reflect on whether the event/decision aligns with the city's broader goals for diversity and inclusion, as seen in past initiatives or official policies.)

- ☐ Yes, this decision/event aligns with long-term goals and initiatives.

- ☐ No, it seems to be more of a one-time effort.
- ☐ I'm not sure.

Instructions for Committee Members:

- Please respond to each question based on your assessment of the event or city decision.
- If unsure, provide additional context or comments explaining why you feel uncertain.
- The purpose of this questionnaire is to help the committee gauge whether current initiatives truly reflect Keizer's shared values of diversity, equity, and inclusion.

To: Community Diversity Engagement Committee

From: Tim Wood, Assistant City Manager

Subject: Resolution R2025-3558 - Amending Community Diversity Engagement Committee; Amending Resolution R2021-3225

Proposed Motion

No motion necessary, for discussion purposes only.

I. Summary

During the March 17, 2025 regular session meeting, the City Council amended the resolution forming the Community Diversity Engagement Committee (CDEC) after receiving the recommendations from the committee. The City Council amended the resolution to adopt several of the committee's recommendations, including retaining the committee name. The revised resolution is included in this staff report.

In addition, the City Council amended the committee's purpose in Apendix "A" to include developing an action plan for increasing community engagement and communication on progress in civic processes.

II. Background

A. At the March 3, 2025 regular session meeting, the City Council requested that the Community Diversity Engagement Committee review the proposed changes to Resolution R2021-3225 - Establishing Community Diversity Engagement Committee and the related Appendix A outlining the committee's purpose, tasks, membership and term of office. In addition, the committee was caked to discuss changing the committee's name.

B. The CDEC met on March 6, 2025, and made the following advisory recommendations to Appendix A:

1. Purpose item 3. - Include reference to Resolution R2020-3135 "Adopting Keizer Statement of Values-Justice, Equity, Diversity and Inclusion"
2. Purpose item 4a) - Include native identification and elimination of barriers to participation.
3. Purpose item 4f) - include intentionally seeking out underrepresented an underserved communities.
4. Membership - Retain the existing appointment process, with appointees serving at large rather than as personal representatives of the appointing councilor.

5. Membership - Retain voting youth liaison.
6. Membership - Recommend Councilors use a standardized method for appointments, including the questions and scoring rubric created by the CDEC.
7. Term of Office - Retain existing three-year staggered terms.
8. Committee Name - recommend retaining the existing committee name.

III. Current Situation

A. The City Council has amended the resolution creating the CDEC, in addition added to the purpose of the committee to include developing an action plan for increasing community engagement and communication on progress in civic processes.

IV. Analysis

A. **Strategic Impact** - Not applicable
B. **Financial** - Not applicable
C. **Timing** - Changes to the resolution and appendix A creating the committee are effective upon adoption by the city council.
D. **Policy/Legal** - The city council is authorized to amend the resolution creating the committee.

V. Alternatives

Not applicable

VI. Recommendation

Staff recommends the CDEC review the revised resolution in light of creating an ongoing action plan.

Attachments

1. R2025-3558_2025-03-17 - Amending Community Diversity Engagement Committee

"Agenda Management Services are being supported, in whole or in part, by federal award number 21.019 awarded to City of Keizer by the U.S. Department of the Treasury."

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2025-3558

AMENDING COMMUNITY DIVERSITY ENGAGEMENT COMMITTEE; **AMENDING RESOLUTION R2021-3225**

WHEREAS, the City Council adopted Resolution R2020-3135 (Adopting Keizer Statement of Values-Justice, Equity, Diversity and Inclusion) on December 7, 2020;

WHEREAS, the Community Diversity Engagement Work Group was formed by the City Council in April 2021 as part of the Goals and Work Plan;

WHEREAS, the Community Diversity Engagement Work Group made a recommendation to the City Council to form a Community Diversity Engagement Committee;

WHEREAS, the Keizer City Council formed the Community Diversity Engagement Committee by Resolution R2021-3225 on November 1, 2021;

WHEREAS, the Council wishes to amend the purpose section, membership section and term of office section to change the appointment process for the members;

NOW, THEREFORE,

BE IT RESOLVED by the City Council of the City of Keizer that Resolution R2021-3225 (Establishing Community Diversity Engagement Committee) is hereby amended by replacing Appendix "A" with the attached Appendix "A", and by this reference made a part hereof.

BE IT FURTHER RESOLVED, upon passage of this Resolution, all current appointed voting member positions shall be vacated and new appointments shall be made to conform with these new terms of office and membership.

Keizer City Attorney
930 Chemawa Road NE
PO Box 21000
Keizer, Oregon 97307
503-856-3433

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon the date of its passage.

PASSED this 17th day of March, 2025.

SIGNED this 17th day of March, 2025.

Mayor

City Recorder

Keizer City Attorney
930 Chemawa Road NE
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Keizer, Oregon 97307
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Appendix "A"
City Council Committee

Name: Community Diversity Engagement Committee

Purpose: To act in an advisory capacity to the Keizer City Council and to advise on action for community engagement by:

1. Listening to understand. Keizer wants to let everyone know we are all included when we talk about the Keizer community and are important for our community to thrive holistically.
2. Using what is heard to create recommendations for action plan(s) for increasing community engagement and communication on progress in civic processes.
3. Acting on the values included in the Resolution R2020-3135 for Justice, Equity, Diversity and Inclusion.
4. To assist in developing action plans to be recommended for Council approval for community engagement in civic processes in the following areas:
   a) Collaboration with Council, other city committees, commissions and neighborhood associations to increase active participation and recommend culturally responsive actions.
   b) Collaboration with other organizations (historical/cultural/arts, business organizations, faith community, community based organizations, education, and additional sectors not usually included).
   c) Collaborating in community opportunities to have conversation, celebration, relationship building, and community events.
   d) Recommending additions or subtractions of national observances/ commemorative/heritage months.
   e) Help develop metrics and yearly report on tasks identified and the data needed to better understand culturally responsive provision of services and public participation.
   f) Assist in identifying leaders and build leadership capacity of underrepresented and underserved communities.
   g) Create a youth engagement plan for Council consideration.
5. Develop promotional content specific to outreach and engagement for Council consideration and approval.

Membership: The Committee shall consist of seven voting members. Each member shall be appointed by a member of the City Council. The member shall be appointed to a position corresponding with the position of the Council member responsible for their appointment. The Council will appoint a non-voting Council liaison to the Committee. The Council may appoint a voting Youth liaison to the Committee pursuant to the Council Rules of Procedure. The Committee will be staffed by a non-voting staff liaison to be appointed by the City Manager.

Term of Office: Each member of the Committee shall be appointed for a two-year term. The appointments will be announced and the term will begin at the first Council meeting in January of each odd numbered year, following the general election. If an appointed member is unable to serve the term for which the member is appointed or an appointed member resigns prior to the completion of the term, the Council member responsible for this position shall appoint another individual to finish the term. If a Council office is vacant for any reason, the replacement Council member may, at their option, replace the appointed member. There will be no term limits for members of the Committee.

Chair and Vice-Chair: The Committee will elect the Chair and Vice-Chair at the first meeting of each calendar year.

Meetings: Members of the Committee shall establish a regular meeting date and shall meet as deemed necessary by the Chair. All meetings of the Committee shall follow Robert Rules of Order Newly Revised and the Oregon Public Meeting Laws.

There shall be an annual joint work session with Council.

Attendance: It is the duty of each member to attend at least 75% of the meetings each calendar year. When a member is unable to attend a meeting, the member shall notify the Chair. Members of the Committee may be removed by a two-thirds majority vote of the City Council.

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2025-_____

RECOGNIZING NATIONAL OBSERVANCES AND COMMEMORATIVE/HERITAGE MONTHS; **REPEAL OF RESOLUTIONS R2021-3215, R2022-3324, AND R2022-3343**

WHEREAS, the City Council adopted Resolution R2021-3215 (Recognizing National Observances and Commemorative/Heritage Months) on September 7, 2021;

WHEREAS, the City Council adopted Resolution R2022-3324 amending R2021-3215 on September 19, 2022;

WHEREAS, the City Council adopted Resolution R2022-3343 amending R2021-3215 on November 21, 2022;

WHEREAS, the Council has reviewed the recognitions on February 10, 2025 and wish to revise the recognized national observances and commemorative/heritage months as outlined below;

NOW, THEREFORE,

BE IT RESOLVED by the City Council of the City of Keizer that the following national observances and commemorative/heritage months are hereby recognized by the City of Keizer and shall be presented at a City Council regular session meeting:

- **Black History Month (February)**
- **Women's History Month (March)**
- **National Disability Employment Awareness Month and National Developmental Disability Awareness Month (March)**
- **Child Abuse Prevention Month (April)**
- **Volunteer Recognition Month (April)**

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- **Jewish American Heritage Month (May)**
- **Asian American Native Hawai'ian Pacific Islander Heritage Month (May)**
- **Lesbian, Gay, Bisexual, Transgender and Queer Pride Month (June)**
- **Juneteenth Proclamation (June)**
- **National Suicide Prevention Month (September)**
- **National Hispanic Heritage Month (September)**
- **Indigenous Peoples' Day (October)**
- **Domestic Violence Awareness Month (October)**
- **Native American Heritage Month (November)**
- **National Veterans and Military Families Month (November)**
- **Human Rights Day (December)**

BE IT FURTHER RESOLVED by the City Council of the City of Keizer that recognition may include the following types of activities among others in the discretion of the City Manager:

- Acknowledgement on the City's reader board,
- Acknowledgement on the City's website/social media with links to additional educational materials,
- Displaying educational materials.

BE IT FURTHER RESOLVED that the above observances are to be announced as a formal proclamation.

BE IT FURTHER RESOLVED by the City Council of the City of Keizer that the following national observances and commemorative/heritage months are hereby recognized by the City of Keizer, but will not be presented at a City Council regular meeting, but as a formal proclamation:

- **Foster Care Awareness (April)**

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- **Older Americans Month (May)**
- **Constitution Week (September)**
- **Filipino American History Month (October)**
- **Ruby Bridges Walk to School Day (November)**
- **Small Business Saturday (November)**

BE IT FURTHER RESOLVED that this action by the City Council is in the form of engaging the City's own speech activities and in no way creates any type of public forum or limited public forum.

BE IT FURTHER RESOLVED by the City Council of the City of Keizer that Resolutions R2021-3215, R2022-3324, and R2022-3343 are hereby repealed in their entireties.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon the date of its passage.

PASSED this _____ day of _____, 2025.

SIGNED this _____ day of _____, 2025.

_____
Mayor

_____
City Recorder

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