



MINUTES
KEIZER CITY COUNCIL
Monday, April 28, 2025
Robert L. Simon Council Chambers
930 Chemawa Road NE
Keizer, Oregon

CALL TO ORDER

Mayor Clark called the meeting to order at 6:01 p.m.

ROLL CALL

Roll call was taken as follows:

Present:

Cathy Clark, Mayor
Shaney Starr, Council President
Soraida Cross, Council Vice
President
Kyle Juran, Councilor
Daniel Kohler, Councilor (6:29 p.m.)
Marlene Parsons, Councilor
Lore Christopher, Councilor

Staff:

Adam Brown, City Manager
Tim Wood, Assistant City Manager
Joseph Lindsay, City Attorney
Melissa Bisset, City Recorder

DISCUSSION

a. Neighborhood Associations

Mayor Clark welcomed the Neighborhood Associations to the meeting. Discussion followed regarding the Neighborhood Association Code language.

City Manager Adam Brown summarized the request to have a discussion on the Recognition of Neighborhood Associations, Article VIII in the City Code.

City Manager Brown shared that the current code related to Neighborhood Associations requires names, addresses, and email addresses with the city recorder. He noted that as soon as it comes to the City, it becomes a public record.

Discussion ensued regarding alternatives for communication with the Neighborhood Associations, and it was suggested to have a Neighborhood Association email account that is forwarded to board members.

There was a consensus of the Council to have Staff bring a change in the Code language to: The

board roster, including names and contact information shall be filed with the city recorder.

City Manager Brown asked the Council if they wished to keep the sentence "The council shall have the final determination of a neighborhood association's bylaws and any amendments thereto". There was consensus of the Council to remove the sentence. There was a suggestion to have City staff review the bylaws for compliance.

City Manager Brown suggested having the annual written report be 10 pages or less. There was a suggestion to change Section 2-275. Maintaining recognition - Annual report. (1) A listing of all meetings with attendance totals noted. There was a suggestion to change (2) A summary of all issues dealt with by the association to (2) A brief summary of all issues dealt with by the association.

There was a suggestion to increase the length of the presentation from five minutes to five to ten minutes. It was noted that the presiding officer had historically allowed the Neighborhood Associations to finish their oral reports.

The difference between bylaws and charters were discussed.

The Neighborhood Associations commented on the high shared cost of advertising in the KeizerTimes and with the Keizer Chamber noting. It was requested that the Neighborhood Associations work together to prepare a Budget request to bring to the Budget Committee.

There was a question about the graffiti project and funding. The Northwest Keizer Neighborhood Association donated \$200 toward graffiti abatement, and there was a need for paint. Discussion ensued regarding graffiti abatement.

There was a request to include neighborhood associations in the City calendar. There was also a request to the Council to remind the community of Neighborhood Associations during the City Council meetings.

There would be a distribution of fliers around town to promote the Neighborhood Associations.

There was a question about loaning out the owl to Neighborhood Associations so that they could provide hybrid meetings.

There was a question about the usage of the Event Center. Assistant City Manager Wood shared that there was a resolution that described when the Event Center could be used by Neighborhood Associations.

It was noted that there was an intention to have an annual work session with the City Council and the Neighborhood Associations.

Gratitude was expressed for the work of the Neighborhood Associations.

Discussion ensued regarding getting information out about the Community Listening Sessions related to the Urban Growth Boundary and potentially adding information about Town Halls in future City water bills.

There was a question about social media pages for Neighborhood Associations.

ADJOURNMENT

Mayor Clark adjourned the meeting at 7:27 p.m.

MAYOR:

APPROVED:

Cathy Clark

Dawn Wilson, Deputy City Recorder

Minutes approved: _____

“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.”