



**MINUTES
KEIZER CITY COUNCIL**

**Monday, June 2, 2025
Robert L. Simon Council Chambers
930 Chemawa Road NE
Keizer, Oregon**

CALL TO ORDER

Mayor Clark called the meeting to order at 6:00 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
Marlene Parsons, Councilor
Lore Christopher, Councilor
Ma'Layah Latty-Farrar, Youth
Councilor

Staff:

Adam Brown, City Manager
Tim Wood, Assistant City Manager
Shane Witham, Planning Director
Joseph Lindsay, City Attorney
Bill Lawyer, Public Works Director
Andrew Copeland, Police Chief
Garrett Klever, Human Resources
Director
Melissa Bisset, City Recorder

Absent:

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

SPECIAL ORDERS OF BUSINESS

a. PROCLAMATION - Lesbian, Gay, Bisexual, Transgender and Queer Pride Month

Marci Wilken shared about the history of Pride, and the fight for trans rights, equity, equality and justice. Mayor Clark read the Proclamation recognizing May as Lesbian, Gay, Bisexual, Transgender and Queer Pride Month.

b. RECOGNITION - 2024-2025 Youth Councilor Ma'Layah Latty-Farrar

Mayor Clark and the City Councilors each made comments about the excellent service of Ma'Layah Latty-Farrar in her role as Youth Councilor. Mayor Clark recognized Ma'Layah Latty-Farrar for her service as the 2024-2025 Youth Councilor by presenting her with a Certificate of

Recognition.

COMMITTEE REPORTS

Robb Witters, member of the Planning Commission, summarized the two public hearings from the recent meeting.

Katherine ("Katie") Klein, Youth member of the Keizer Public Arts Commission, shared highlights from the recent meeting.

David Dempster, member of the Traffic Safety, Bikeways and Pedestrian Committee, summarized the recent meeting.

PUBLIC COMMENTS

There were no public comments.

CONSENT CALENDAR

- a. **RESOLUTION** - Authorizing the City Manager to Award and Enter Into an Agreement with Greensuns Inc. for Keizer Rapids Park Import Fill Grading Project
- b. **RESOLUTION** - Authorizing City Manager to Sign Grant Agreement (2025 Memorial)
- c. **Approval of the May 19, 2025 Regular Session Minutes**

Council President Starr read the Consent Calendar. Councilor Kohler pulled item 7.b.

Councilor President Starr moved that the Keizer City Council approve the Consent Calendar items a, and c. Councilor Kohler seconded. Motion passed unanimously as follows:

AYES: Clark, Starr, Cross, Kohler, Juran, Christopher, and Parsons (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

There was discussion about the various sources of funding for the Gold Star Memorial and potential negotiation on a start date with Oregon Parks and Recreation Department in relation to the grant.

Councilor President Starr moved that the Keizer City Council approve the Consent Calendar item b. Councilor Kohler seconded. Motion passed unanimously as follows:

AYES: Clark, Starr, Cross, Kohler, Juran, Christopher, and Parsons (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

PUBLIC HEARINGS

- a. **RESOLUTION** - Authorization for a Supplemental Budget - General Fund - Transient Occupancy Tax
- RESOLUTION** - Authorization for a Supplemental Budget - Administrative Services Fund -

General Administration

Mayor Clark opened the Public Hearing.

Assistant City Manager Tim Wood summarized the staff report.

With no further testimony, Mayor Clark closed the Public Hearing.

Council President Starr moved to adopt Resolution R2025- Authorization for Supplemental Budget - General Fund - Transient Occupancy Tax. Councilor Kohler seconded.

Mr. Wood confirmed that separately from this item, there would be another \$8,000 that would be going to the Keizer Heritage for projects.

Motion passed unanimously as follows:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Council President Starr moved to adopt Resolution R2025- Authorization for Supplemental Budget - Administrative Services Fund - General Administration. Councilor Kohler seconded. Motion passed unanimously as follows:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

b. ORDER - In the Matter of the Amendment of Medical Waste Collection Rates for Franchise Solid Waste Collection Within the City of Keizer, Effective as of August 1, 2025

Mayor Clark opened the Public Hearing.

City Manager Adam Brown summarized the staff report.

With no further testimony, Mayor Clark closed the Public Hearing.

Council President Starr moved to adopt Order No. 2025- In the Matter of the Amendment of Medical Waste Collection Rates for Franchise Solid Waste Collection Within the City of Keizer, Effective as of August 1, 2025. Councilor Kohler seconded. Motion passed unanimously as follows upon first reading:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

c. ORDINANCE - Relating to Water Utility; Amending Keizer Code Chapter 42, Article II

Mayor Clark opened the Public Hearing.

Assistant City Manager Tim Wood summarized the staff report.

With no further testimony, Mayor Clark closed the Public Hearing.

Council President Starr moved to adopt an Ordinance No. 2025- Relating to Water Utility; Amending Keizer Code Chapter 42, Article II. Councilor Kohler seconded. Motion passed unanimously as follows upon first reading:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

d. RESOLUTION - Amending the Stormwater Utility Fee; Amending Resolution R2014-2504; Repealing R2019-2983

Mayor Clark opened the Public Hearing.

Assistant City Manager Tim Wood summarized the staff report. There was a question about whether there would be projects impacted. Public Works Director Bill Lawyer explained that there would be projects impacted due to the change in the rate increase proposed by staff rather than what the Budget Committee recommended. Mr. Lawyer confirmed that this money would need to be paid back with interest and would reduce the amount for future capital projects until it had been paid back, which would take about two years.

With no further testimony, Mayor Clark closed the Public Hearing.

Council President Starr moved to adopt Resolution R2025- Amending the Stormwater Utility Fee; Amending Resolution R2014-2504; Repealing R2019-2983. Councilor Kohler seconded.

Mayor Clark commented that she appreciated the thoughtfulness of making sure there were sufficient funds to do projects. The stormwater replacement project in the Northwest Keizer area would be impacted. Mayor Clark commented that if something happened in the meantime that there was a risk of failure prior to the replacement and received Mr. Lawyer's concurrence. Mayor Clark noted that the risk would be born by the rate-payers of Keizer so if the stormwater facilities failed before replacement, then the City would need to operate on an emergency basis.

Motion passed unanimously as follows:

AYES: Cross, Kohler, Starr, Christopher and Juran (5)

NAYS: Clark and Parsons (2)

ABSTENTIONS: None (0)

ABSENT: None (0)

e. RESOLUTION - Amending the City of Keizer Police Services Fee; Repealing Resolution R2023-3376

Mayor Clark opened the Public Hearing.

Assistant City Manager Tim Wood summarized the staff report. Council Vice President Cross expressed her concern with fee increases. There was a question about why the funds couldn't be taken from contingency or American Rescue Plan Act (ARPA) Funds. Mr. Wood explained that

ARPA funds had to be committed by December 31st. The City would be transferring the residual ARPA funds into the Police Department in January. There was a suggestion to look at adjusting the fees for commercial versus residential rates. There was discussion about property tax revenues. It was suggested that the rates be considered at the second meeting in November.

Council Vice President Cross asked about using the contingency funds. There was a suggestion to bring the matter to the people in an advisory vote.

With no further testimony, Mayor Clark closed the Public Hearing.

Councilor Christopher moved to postpone the decision on the police services fee until the second Council meeting in November pending the revenue numbers that we will get by that time.
Councilor Kohler seconded.

Mayor Clark asked the Council to work with Police Chief Copeland on reviewing the police staffing model that would be discussed in a Work Session to help the Council and community understand how public safety funds are being used.

Council President Starr suggested to also have several community listening sessions throughout the year about the police fee. Council President Starr commented that she was solidly in support of working towards what a stable revenue stream looks like for the Police Department and was still in support of a 69 cent police fee increase.

The importance of fiscal responsibility was discussed.

It was noted that the 69 cent increase may not be enough.

Motion passed unanimously as follows:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher and Parsons (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

f. **RESOLUTION - Amending the City of Keizer Parks Services Fee; Repealing Resolution R2017-2788**

Mayor Clark opened the Public Hearing.

Assistant City Manager Tim Wood summarized the staff report. Council Vice President Cross asked why the fee increase wasn't run by the Parks Advisory and Recreation Board. Mr. Brown reviewed the upcoming projects.

Rhonda Rich, Keizer, expressed her support of the parks fee. She commented that there were two parks in her neighborhood that still needed rubberized surfaces. She mentioned the five-year Parks Plan and stated that she trusted that the City staff would have the funds go to good use.

Lisa Cejka, Keizer, commented on Wallace House Park and stated that she was 100 percent in support of the fee increase. She commented on the amount of work that the parks team does with a small amount of funding, the parks were a haven, and the green spaces needed to be protected

and safe. It was noted that if the fee increase had gone through the Parks Board, the word would have gotten out to support the increase.

Colleen Busch, Keizer, commented on the problems at Bob Newton Park. She suggested that having extra funds could help support the issues.

There was a question about what the funds would be spent on. Mr. Lawyer commented that it was for capital outlay, Bob Newton Park, and a facility plan for Keizer Little League Park improvements. Mr. Lawyer noted the future projects.

With no further testimony, Mayor Clark closed the Public Hearing.

Council President Starr moved to adopt Resolution R2025- Amending the City of Keizer Parks Services Fee; Repealing Resolution R2017-2788. Councilor Parsons seconded.

Council Vice President Cross commented on supporting Police and Parks, highlighting Keizer's strong fundraising ability, commitment to fiscal responsibility, and efforts to avoid raising fees.

Motion passed as follows:

AYES: Clark, Starr, Kohler, Juran and Parsons (5)

NAYS: Cross and Christopher (2)

ABSTENTIONS: None (0)

ABSENT: None (0)

g. **RESOLUTION** - Declaring the City's Election to Receive State Revenues
RESOLUTION - Certifying that the City of Keizer Provides Four or More Municipal Services

Mayor Clark opened the Public Hearing.

Assistant City Manager Tim Wood summarized the staff report.

With no further testimony, Mayor Clark closed the Public Hearing.

Council President Starr moved to adopt Resolution R2025- Declaring the City's Election to Receive State Revenues. Councilor Kohler seconded. Motion passed unanimously as follows:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Council President Starr moved to adopt Resolution R2025- Certifying that the City of Keizer Provides Four or More Municipal Services. Councilor Kohler seconded. Motion passed unanimously as follows:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

h. **RESOLUTION** - Adopting the Fiscal Year 2025-26 Budget, Making Appropriations, and

Imposing and Categorizing Taxes

Mayor Clark opened the Public Hearing.

Assistant City Manager Tim Wood summarized the staff report. There was discussion about the delay of the Police Services Fee. There was a question about adding a budget note for the Transient Occupancy Tax (TOT) Funds that says half now and then asking the Chamber of Commerce to submit a report on the first six months and then discussion about the release of the second half.

With no further testimony, Mayor Clark closed the Public Hearing.

Council President Starr moved to add a budget note to the Chamber of Commerce line item to allocate half on or after July 1st and then ask for a report in January 2026 and contingent upon that report the release of the second half of their funds. Councilor Kohler seconded.

There was discussion about the execution of the Keizer Chamber of Commerce Contract and how other contracts are handled with reports and the release of funding.

Council President Starr moved to amend her motion so the motion will now state that we secure a fully executed contract with the Keizer Chamber of Commerce prior to any disbursing of any funds with half of the monies going to the first half of the year and half of it going contingent upon the January 26th review of their benchmarks. Councilor Kohler seconded.

Mayor Clark commented on the necessity for timeliness in having the Chamber of Commerce contract executed.

Motion passed unanimously as follows:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Council President Starr moved to adopt Resolution R2025- Adopting the Fiscal Year 2025-26 Budget, **as amended**, Making Appropriations and Imposing and Categorizing Taxes. Councilor Kohler seconded. Motion passed unanimously as follows:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Mayor Clark announced there would be a ten-minute recess.

ADMINISTRATIVE ACTION

a. **RESOLUTION** - Authorizing the City Manager to Award and Enter Into an Agreement with KNL Industries Inc. for 2025 Pavement Resurfacing

Mayor Clark resumed the meeting at 8:10 p.m.

Public Works Director Bill Lawyer summarized the staff report. Discussion followed regarding the pavement condition index in relation to how streets are selected for resurfacing. It was noted that gas tax revenues were decreasing. There were comments about additional funding and how it would benefit the streets. Mr. Lawyer noted that a lot of the streets were built in the 90s, and he expressed concern about them failing around the same time.

Council President Starr moved to adopt Resolution R2025- Authorizing the City Manager to Award and Enter into an Agreement with KNL Industries Inc. for 2025 Pavement Resurfacing. Councilor Kohler seconded. Motion passed unanimously as follows:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

b. RESOLUTION - Designating "No Parking" Zone on Greenwood Drive Northeast, Keizer, Oregon

Public Works Director Bill Lawyer summarized the staff report.

Council President Starr moved that the City Council adopt Order O2025- Designating "No Parking" Zone on Greenwood Drive Northeast, Keizer Oregon. Councilor Kohler seconded. Motion passed unanimously as follows:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

c. RESOLUTION - Authorizing the City Manager to Award and Enter into an Agreement With K&E Excavating Inc. for Claggett Creek Wetlands Enhancement Project

Public Works Director Bill Lawyer summarized the staff report. It was noted that the project tied into the Parks Master Plan and there were comments about the benefits to pedestrians.

Council President Starr moved to adopt Resolution R2025- Authorizing the City Manager to Award and Enter into an Agreement with K&E Excavating Inc. for Claggett Creek Wetland Enhancement Project. Councilor Kohler seconded. Motion passed unanimously as follows:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

OTHER BUSINESS

City Manager Brown shared that he was recommending a purchase of property at McLeod Lane Northeast, Keizer.

Council President Starr moved to suspend the Council Rules of Procedure to take up the matter. Councilor Kohler seconded. Motion passed unanimously as follows:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Council President Starr moved that the City Council authorize the City Manager to purchase the real property located at 5660 McLeod Lane Northeast, Keizer, Marion County, Oregon (Tax Lot 063W36CB00100) from Mildred E. Ayala for \$450,000. Motion passed unanimously as follows:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

City Manager Brown shared that the joint sign with City of Salem and City of Keizer was being redone. He displayed options that had been provided from the City of Salem. The design would go to Keizer Public Arts Commission for their discussion. The Council felt that it would be good to use a similar sign to the one in the Council of Chambers.

Council President Starr moved to suspend the Council Rules of Procedure to take up the matter. Councilor Kohler seconded. Motion passed unanimously as follows:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Councilor Christopher moved to establish a work group for the purpose of getting started on the police fees recommendations and would like to recommend that we have Councilor Starr chair that and have Councilor Kohler and Councilor Juran as the work group and not unlike what we established for the Strategic Plan.

Councilor Christopher further commented on letting the group do their work and determine who else they want on that committee so they can get to a point where there are some ideas, and then bring them to City Council in a Work Session. She felt it was a police fee sustainability issue.

Councilor Christopher amended her motion to add with the intent that we are looking towards moving forward to an advisory vote in the mid-term election November of 2026. Seconded by Council Vice President Cross.

Councilor Christopher wanted it to go to an advisory vote in November of 2026.

Fairness between commercial and residential fees and the level of service model were discussed.

It was noted that the work group would look at equitable fees, level of service, and intent to go to a vote.

Motion passed as follows:

AYES: Cross, Kohler, Starr, Juran, and Christopher (5)

NAYS: Clark and Parsons (2)

ABSTENTIONS: None (0)

ABSENT: None (0)

Mayor Clark shared that her no vote was because of making an election a requirement. She didn't object to an election being an option.

STAFF UPDATES

City Manager Brown commented on the McNary graduates and that he had a valedictorian in his home.

Assistant City Manager Wood thanked the City Council and Budget Committee for their hard work on the Budget.

Public Works Director Lawyer reminded everyone of Public Works Day on June 18 at Keizer Rapids Park.

City Attorney Joseph Lindsay reported that at the next City Council Meeting there would be Keizer Station Area B purchase and sale agreement.

COUNCIL MEMBER REPORTS

Mayor Clark and the Councilors each reviewed the events and meetings that they had attended as well as upcoming events. Council Vice President Cross commented on the stabbing at Union Gospel Mission in Salem and asked that the first responders and people at Union Gospel Mission be kept in everyone prayers.

AGENDA INPUT

Monday, June 9, 2025 - 6:00 p.m.

City Council Joint Work Session with Community Diversity Engagement Committee

Monday, June 16, 2025 - 6:00 p.m.

City Council Regular Session

Monday, July 7, 2025 - 6:00 p.m.

City Council Regular Session

ADJOURNMENT

Mayor Clark adjourned the meeting at 9:00 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."