



**MINUTES
KEIZER CITY COUNCIL**

**Monday, July 21, 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

Staff:

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

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

SPECIAL ORDERS OF BUSINESS

a. Swearing in of Officer Kathlyne Wallace

Police Lieutenant Hein shared the background of new Officer Kathlyne Wallace. Officer Wallace was congratulated and welcomed to Keizer.

COMMITTEE REPORTS

Matt Lawyer, Chair, of the Parks Recreation and Advisory Board, summarized the recent meeting where they discussed the lighting and closing time of the Keizer Rapids Park artificial turf fields. Mr. Lawyer provided two documents related to the Gold Star Memorial. There was discussion about the funding for the Gold Star Memorial.

Robin Barney, member of the Community Diversity Engagement Committee, summarized the

recent meeting where they discussed their priorities over the next six months and their long-term goals, guidelines for proclamation speakers, postcards and surveys.

There were suggestions about the proclamations and postcards.

PUBLIC COMMENTS

Rhonda Rich, West Keizer Neighborhood Association President, commented on the lights at Keizer Rapids Park Turf Fields and shared that the Neighborhood Association has been in support of the Turf Fields. She commented on a meeting from before the turf fields were built about the timing of the lighting. They asked that the games and lighting end at 9:00 p.m. and that the Council take into account the recommendation from the Parks and Recreation Advisory Board.

Ms. Rich shared comments from Ellen Marsh, Keizer, about the lighting and closing time of the fields, requesting that it be at 9:00 p.m.

Kay Klaus, Keizer, felt that the best closing time for the field would be 9:00 p.m. She hears the noise from the fields.

Ruth Ann Fry, Keizer, expressed gratitude to Robert Johnson and the Police Department for keeping the park safe. She provided a history of the park. She commented on the number of dogs off-leash, e-bikes, and motorcycles. She felt it was nice to have the amphitheater and liked that the noise was done at 9:00 p.m. She enjoyed hearing the players on the fields. She would appreciate it if the lights went off at 9:00 p.m.

There was a question about e-bikes and e-scooter usage in the parks. It was noted that current regulations do not have any. It was suggested that the Parks and Recreation Advisory Board look at regulations related to time, manner and place for e-bikes and e-scooters in the parks. The Traffic Safety, Bikeways and Pedestrian Committee would also look at the e-bike and e-scooters safety.

CONSENT CALENDAR

- a. **RESOLUTION - Authorizing the City Manager to Enter Into Street Sweeping Contract**
- b. **Approval of July 7, 2025 Regular Session Minutes**

Council President Starr moved that the Keizer City Council approve the Consent Calendar.

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 HEARING

- a. **ORDINANCE - Declaring a Lien Against Property Located at 981 Cater Court North, Keizer, Oregon and Directing the City Recorder to Enter Such Lien in the Minor Lien Docket Pursuant to Keizer Code; Declaring an Emergency**

Mayor Clark opened the Public Hearing.

Planning Director Shane Witham summarized the staff report.

There was discussion about the number of liens on the property.

There was a question about volunteer groups to help with the property. Mr. Witham explained that the property owner would need to have a willingness to work with the volunteer group.

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

Council President Starr moved to adopt an Ordinance No. 2025- Declaring a Lien Against Property Located at 981 Cater Court North, Keizer, Oregon and Directing the City Recorder to Enter Such Lien in the Minor Lien Docket Pursuant to Keizer Code; Declaring an Emergency. 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)

ADMINISTRATIVE ACTION

a. ORDINANCE - Relating to Park Regulations; Amending Keizer Code Sections 28-23 and 28-43

Public Works Director Bill Lawyer reviewed the recommended revisions to the Code. Discussion followed regarding the timing of play, the use of the fields, the initial split vote of the Parks and Recreation Advisory Board, and special event permits versus sporting events. There was discussion about Special Event Permits.

There was conversation about locking the gates versus not locking the gates.

It was noted that the City now has cameras in the parks. There would be additional conversations with Keizer Community Fields.

Council President Starr moved to adopt an Ordinance No. 2025- Relating to Park Regulations; Amending Keizer Code Sections 28-23 and 28-43. Councilor Kohler seconded.

There were comments about lights and parks hours at Keizer Little League Park.

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)

b. RESOLUTION - Authorizing City Manager to Sign Agreement with Keizer Chamber of Commerce for Visitors Center and Tourism Promotion Services; Waiving of City-Related Fees as Sponsorship of Events

Council President Starr stated that she had an actual conflict of interest in the matter and would not be participating in the conversation. She left the Council Chambers for the discussion.

City Manager Adam Brown summarized the staff report. Mayor Clark expressed her appreciation to the Chamber, Councilor Juran, Councilor Cross, and City Manager Brown for their work on the agreement.

There was discussion about the process and the agreement.

Jeremy Turner, Keizer Chamber Board President, commented that the new board could discuss a potential Council Liaison with the Chamber of Commerce.

Discussion followed regarding the work being done with Travel Salem.

Mr. Turner shared about Leadership Keizer and CO.STARTERS.

Councilor Kohler moved to adopt Resolution R2025- Authorizing City Manager to Sign Agreement with Keizer Chamber of Commerce for Visitors Center and Tourism Promotion Services; Waiving of City-Related Fees as Sponsorship of Events. Council Vice President Cross seconded. Motion passed unanimously as follows:

AYES: Clark, Cross, Kohler, Juran, Christopher, and Parsons (6)

NAYS: None (0)

ABSTENTIONS: Starr (1)

ABSENT: None (0)

OTHER BUSINESS

City Manager Brown expressed his gratitude for Councilor Juran, Council Vice President Cross, and Mayor Clark for working with the Keizer Chamber of Commerce on the conversations surrounding the agreement.

Mayor Clark asked the Council to suspend the rules to take up the matter to grant her permission to attend the August 4, 2025 Executive Session by electronic means.

Councilor Christopher moved to suspend the rules to take up the matter to grant Mayor Clark permission to attend the August 4, 2025 Executive Session by electronic means. Council President Starr 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)

Councilor Christopher requested to attend the City Council Meeting via Zoom as well. It was requested that the Council give permission to Mayor Clark and Councilor Christopher to attend both the August 4th Regular Meeting and Executive Session via Zoom. Staff would notify the Council about the scheduling of the Executive Session.

Council President Starr moved to approve Councilor Christopher and Mayor to attend the Council meeting and possible Executive Session via electronic means on August 4, 2025. 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)

STAFF UPDATES

City Recorder Melissa Bisset shared that Dawn Wilson recently achieved her Certified Municipal Clerk status.

COUNCIL MEMBER REPORTS

Mr. Lawyer commented that the Big Toy was closed for a couple more days for resurfacing and reminded the community that pickets were still available.

There were comments about the success of the volunteer painting project at the Big Toy and the outstanding work of the volunteers.

Mayor Clark and the Councilors each reviewed the events and meetings that they had attended as well as upcoming events.

AGENDA INPUT

There were no comments.

ADJOURNMENT

Mayor Clark adjourned the meeting at 7:58 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.”