MINUTES
KEIZER CITY COUNCIL
Monday, July 7, 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.

a. Discussion regarding deeming it important that Councilor Juran appear electronically and be considered "in attendance" (Council Rules of Procedure Section 3.10 - Attendance Duty)

This item was not discussed as Councilor Juran wasn't able to attend electronically so that request was withdrawn.

ROLL CALL

Roll call was taken as follows:

Present:
Cathy Clark, Mayor
Shaney Starr, Council President
Soraida Cross, Council Vice President
Daniel Kohler, Councilor
Marlene Parsons, Councilor
Lore Christopher, Councilor

Absent:
Kyle Juran, 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

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

SPECIAL ORDERS OF BUSINESS

Greyson Dusenbery and Carson Colello, West Salem Lacrosse Team, testified in support of allocating $750,000 for the next phase of the turf fields at Keizer Rapids Park. On behalf of the City of Keizer and City Council colleagues, Council President Starr thanked them for their time, enthusiasm and willingness to help and for testifying in support of the $750,000 for the youth. They each commented on their experience.

Congratulations and gratitude were expressed.

COMMITTEE REPORTS

Lindsey King, member of the Planning Commission, summarized the June Planning Commission meeting about the walkable design standards code language.

a. Volunteer Coordinating Committee Recommendation for Appointments - Budget Committee and Emergency Planning Committee

City Recorder Melissa Bisset summarized the staff report.

Mayor Clark asked that interviews happen prior to the vote for any position, and then vote on one position and then the other position, and she requested that the process be reviewed.

<u>Council President Starr moved the City Council accept the recommendation of the Volunteer Coordinating Committee and appoint Melissa Martin to Position #2 of the Budget Committee and Joseph (Joe) Grant to Position #1 of the Budget Committee and Rhonda Rich to the Emergency Planning Committee. Councilor Kohler seconded. Motion passed unanimously as follows:</u>
AYES: Clark, Cross, Kohler, Starr, Christopher, and Parsons (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Juran (1)

PUBLIC COMMENTS

Tammy Kunz, Keizer, commented on National Night Out and Fun Friday Event.

Gwen Carr, Keizer, commented on the kindness and support of the Keizer Fire Department.

Randy Stoltz, Keizer, commented on feeling heard and thanked the Council, was surprised about Raising Canes, was concerned about the neighborhood and what was going on. He went to forty homes in the neighborhood. He reported that 36 were not in favor due to high traffic and did not feel that another chicken restaurant would help the area. He hoped to get to talk to more neighbors. They liked the idea of a coffee shop or an ice cream shop. He felt the roads would not facilitate a drive-thru chicken restaurant.

Jeffrey Fleming, Keizer, commented on concerned development in the McLeod and Lockhaven area and that the railroad tracks helped divide the residents from folks coming off of I5. He mentioned the school, church and number of pedestrians and expressed concern with an increase in traffic. He suggested an Oregon based company, such as a pizza shop or a local coffee company to promote community gathering and something that complements the area and the safety of people. He shared that he was opposed to Raising Canes as he felt it would increase the traffic.

Nadine Stoltz, Keizer, lived on Dennis Ray for 33 years, expressed concern. She thought that a drive-thru restaurant would not be allowed in the area. She had spoken with her neighbors, and they were not interested in a drive-thru restaurant. There was concern about the aroma of chicken wafting through the area.

Carolyn Johnson, Keizer, shared the struggles they have experienced as a Keizer Youth Recreation League to use Keizer Little League (KLL) Park for their players under the current ballpark management contract and the overall condition of the KLL Park. Ms. Johnson shared the challenge of finding affordable fields for practices and games for all levels. She asked that McNary Youth Baseball and Keizer Little League, be included in the upcoming conversations.

Shannon Moore, Keizer, President of Keizer Little League, felt that the complex's primary purpose should remain focused on serving the local youth baseball and softball leagues, specifically Keizer Little League (KLL) and McNary Youth Baseball (MYB). She expressed concern over the potential implications could have on KLL and the families they serve. She spoke about the importance of how helpful the KLL was to the community and students and requested that the Council have a conversation with the KLL and MYB prior to issuing any requests for proposals or entering into any new management agreements for the complex.

Councilor Christopher thanked Ms. Johnson and Ms. Moore for their comments and stated that she would do everything she could to try to bring this park back to what it used to be so the 450 children could continue to play.

Councilor Kohler stated that they were not happy with the contract and the way it was going, which was why they were looking at it. He commented that they wanted to allow our children to be able to play in our park, and his goal was to help bring it all back.

Jan Sykes, Keizer, stated that she and her husband did not want a Raising Canes in their backyard. She expressed her concern about traffic that would come with it. They wanted to keep the ordinance as it was so that there would be light business against the residential. She asked that there not be any big business. She expressed her gratitude for the upcoming neighborhood meeting and wanted to make sure everyone knows about it. She added that six years ago, Keizer Fire had come to her house and they saved her husband's life.

Mayor Clark clarified that aside from the one corner, the people of Keizer own the land and that it was being marketed to benefit the people of Keizer, financially, long-term, and for the economic base and the land needs to be put into production for the people of Keizer. She commented on the master plan and the proposed change on the agenda.

Mayor Clark clarified that the meeting this Wednesday wasn't a Neighborhood Association meeting, as they don't meet during the summer, it wasn't a Council meeting; and the meeting was arranged by Councilor Christopher. Councilor Christopher, Council Liaison to the Greater Gubser Neighborhood Association, explained that she wanted to make sure that they had an opportunity to talk with their neighbors and to meet together to talk about the land slated for development. She noted that they do not get to choose the brand name, but that they can choose the types, if there's conditional use, and that's what she wanted to talk about on Wednesday. She shared it would be neighbors talking with neighbors, and she wanted to hear what they had to say, as their liaison.

Michael Welsh, Keizer, commented on the recent Community Diversity Engagement Committee (CDEC). He commented on lived experiences and stated that they are not opinions. He stated that by restricting peoples comments could be why residents do not choose to engage. He felt that the CDEC was contradicting because of wanting more public involvement while simultaneously trying to restrict what people can say, especially during proclamation acceptances. Mr. Welsh defended the recent speaker's remarks during the Juneteenth proclamation, stating that personal experiences are not opinions but valid truths that educate and connect to broader issues. He felt that by requiring people to only express gratitude or speak within narrow limits silences and diversity and undermines inclusion. He stated if the City truly wants engagement and growth, the community must be allowed honest with some uncomfortable expressions and people's truths, and anything less would not be inclusive.

CONSENT CALENDAR

Councilor Kohler pulled item 7.a.

Councilor President Starr moved that the Keizer City Council approve the Consent Calendar. b, c, d, e, f. Councilor Kohler seconded. Motion passed unanimously as follows:
AYES: Clark, Starr, Cross, Kohler, Christopher, and Parsons (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Juran (1)

a. RESOLUTION - Authorizing Finance Director to Enter Into Agreement with Yireh Energy Systems for Installation of Electrical Charging Station Equipment

Councilor Kohler asked if the City has or will charge for the electricity out of the charger. Assistant City Manager Tim Wood noted that the City hasn't charged for electricity out of the electrical charging station, and there was an option to charge in the future if the City wishes. It was noted that the entire project was being funded through federal and state grants and that it was likely less than $20 per month for the City in electricity.

Councilor President Starr moved that the Keizer City Council adopt Resolution 2025- Authorizing Finance Director to Enter Into Agreement with Yireh Energy Systems to Installation of Electrical Charging Station Equipment. Councilor Kohler seconded. Motion passed unanimously as follows:
AYES: Clark, Starr, Cross, Kohler, Christopher, and Parsons (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Juran (1)

b. RESOLUTION - Certification of Delinquent Sewer Accounts

c. RESOLUTION - Affirming Intent of the City Council of the City of Keizer Regarding Funding for PERS Unfunded Accrued Liability

d. RESOLUTION - Council Determination Regarding Adoption of Personnel Policies; Repeal of Resolution R2024-3439

e. Approval of June 9, 2025 Work Session Minutes

f. Approval of June 16, 2025 Regular Session Minutes

PUBLIC HEARING

a. RESOLUTION - Authorization for a Supplemental Budget - General Fund and Transportation Improvement Fund - Property Acquisition

<u>RESOLUTION</u> - Authorization for a Supplemental Budget - General Fund - Electric Vehicle Charging Station Upgrade

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.

<u>Council President Starr moved to adopt Resolution R2025- Authorization for Supplemental Budget - General Fund and Transportation Improvement Fund - Property Acquisition. Councilor Kohler seconded. Motion passed unanimously as follows:</u>
AYES: Clark, Cross, Kohler, Starr, Christopher, and Parsons (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Juran (1)

<u>Council President Starr moved to adopt Resolution R2025- Authorization for Supplemental Budget - General Fund - Electric Vehicle Charging Station Upgrade. Councilor Kohler seconded. Motion passed unanimously as follows:</u>
AYES: Clark, Cross, Kohler, Starr, Christopher, and Parsons (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Juran (1)

ADMINISTRATIVE ACTION

a. <u>ORDINANCE</u> - Relating to Fire Code; Amending Keizer Code Chapter 8
<u>RESOLUTION</u> - Repealing Resolution No. R98-1008 and Resolution R2004-1538 Relating to Fire Code

Councilor Christopher asked that items g. and h. be moved up on the agenda. By consensus, the agenda was adjusted.

City Attorney Joseph Lindsay summarized the staff report.

<u>Council President Starr moved to adopt an Ordinance No. 2025- Relating to Fire Code; Amending Keizer Code Chapter 8. Councilor Kohler seconded. Motion passed unanimously as follows upon first reading:</u>
AYES: Clark, Cross, Kohler, Starr, Christopher, and Parsons (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Juran (1)

<u>Council President Starr moved to adopt Resolution R2025- Repealing Resolution No. R98-1008 and Resolution R2004-1538 Relating to Fire Code. Councilor Kohler seconded. Motion passed unanimously as follows:</u>
AYES: Clark, Cross, Kohler, Starr, Christopher, and Parsons (6)
NAYS: None (0)
ABSTENTIONS: None (0)

ABSENT: Juran (1)

b. Appointment to Materials Management Advisory Council

City Manager Adam Brown summarized the staff report.

Councilor Kohler volunteered to serve in the role.

By consensus it was decided that Councilor Kohler would serve as the Marion County Materials Management Advisory Council.

c. RESOLUTION - Establishing the Amount of the Sewer System Development Charge for Wastewater Treatment Facilities; Repealing Resolution R2024-3483

Assistant City Manager Tim Wood summarized the staff report.

Council President Starr moved to adopt Resolution R2025- Establishing the Amount of the Sewer System Development Charge for Wastewater Treatment Facilities; Repealing Resolution R2024-3483. Councilor Kohler seconded. Motion passed unanimously as follows:
AYES: Clark, Cross, Kohler, Starr, Christopher, and Parsons (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Juran (1)

d. ORDINANCE - Relating to Parking Requirements; Amending Keizer Code Appendix A, Sections 1.200.04, 2.102.04, 2.102.06, 2.103.04, 2.103.06, 2.104.04, 2.104.06, 2.105.04, 2.105.06, 2.106.05, 2.107.05, 2.107.07, 2.108.06, 2.109.08, 2.110.07, 2.112.06, 2.113.06, 2.114.07, 2.115.07, 2.116.06, 2.118.03, 2.118.08, 2.119.12, 2.130.05, 2.130.09, 2.203.04, 2.303.01, 2.303.02, 2.303.03, 2.303.04, 2.303.05, 2.303.06, 2.303.08, 2.303.09, 2.303.11, 2.311.03, 2.314, 2.405.03, 2.407, 2.412, 2.413, 2.423, 2.427.07, 2.432.03, and 3.113.04

Planning Director Shane Witham summarized the staff report. It was noted that if a developer wished to provide more parking they could do so. Space size, aisle widths and other design standards for parking requirements would still remain in place. Americans with Disabilities Act (ADA) parking requirements fell under Building Codes and would still exist.

Council President Starr moved to adopt an Ordinance No. 2025- Relating to Parking Requirements; Amending Keizer Code Appendix A, Multiple Sections as identified and shown in Exhibit A. Councilor Kohler seconded. Motion passed unanimously as follows upon first reading:
AYES: Clark, Cross, Kohler, Starr, Christopher, and Parsons (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Juran (1)

e. ORDINANCE - Relating to Erosion Control; Amending Keizer Code Chapter 18, Article IV

City Manager Brown summarized the staff report.

Council President Starr moved to adopt an Ordinance No. 2025- Relating to Erosion Control; Amending Keizer Code Chapter 18, Article IV. Councilor Kohler seconded. Motion passed unanimously as follows upon first reading:

AYES: Clark, Cross, Kohler, Starr, Christopher, and Parsons (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Juran (1)

f. <u>RESOLUTION</u> Amending the Keizer Personnel Policies

Human Resources Director Garrett Klever summarized the staff report. It was noted that it would be effective on the date that the Council approved it, and there were appropriations available to fund the incentive. Chief Copeland commented on the benefits of the training. There was a question about when the Sergeants contract would be effective and the timing. City Manager Brown explained that this was part two of multiple steps to help reduce the compression. The first step was to look at the classification and there were several spaces in grades where the Lieutenants and Chief were, so it made sense to move them up one grade, which was effective June 3rd.

<u>Council President Starr moved to adopt Resolution R2025- Amending the Keizer Personnel Policies. Councilor Kohler seconded. Motion passed unanimously as follows:</u>
AYES: Clark, Cross, Kohler, Starr, Christopher, and Parsons (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Juran (1)

g. Explore Keizer Little League Management Options

City Manager Adam Brown summarized the staff report.

There was a request thats developing the scope of work, there would be conversations with the current operator, the Parks Board and McNary Youth Baseball (MYB) and Keizer Little League (KLL). There was discussion about a potential transition and the amount of time that it could take to transition.

Councilor Christopher expressed how much she wants the MYB and KLL involved in conversations as well as the Parks and Recreation Advisory Board.

Councilor Cross felt it was important that Keizer kids were playing on the fields.

Councilor Kohler expressed his excitement to see changes and for the kids to use the fields.

Councilor Parsons stated she wanted the kids to play for free since it was a public park.

Councilor Kohler commented on the importance of continuity during the transition.

Mayor Clark added that the current operator had experience with what had gone well and the challenges with the facility. Mayor Clark encouraged council members and the organizations that put on programming who were familiar with the operations at the park to step forward and assist the City in putting together what it could look like.

<u>Council President Starr moved to direct staff to put together a scope of work, process, and council options to bring back to the Keizer City Council for approval prior to putting out a Request for</u>

Proposals for interest in managing the Keizer Little League Park. Councilor Kohler seconded. Motion passed unanimously as follows:
AYES: Clark, Cross, Kohler, Starr, Christopher, and Parsons (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Juran (1)

h. ORDINANCE - Relating to Auto-Oriented Uses in Keizer Station Area B; Amending Keizer Code Appendix A, Section 2.1104.04 and Section 2.110.05

Planning Director Shane Witham summarized the staff report.

Councilor Kohler moved to postpone until more public input to table the matter until August 4, 2025 and reopen the hearing. Council Vice President Cross seconded. A friendly amendment was agreed upon and included in the motion.

Discussion ensued regarding the timeline for revisiting the Ordinance. Feedback would be gathered during the Neighborhood Meeting and would be brought to the next City Council Meeting.

Mr. Witham explained his role in the Neighborhood meeting, which would be to hear what was said and be a resource for questions about the process. He commented that he would not be comfortable modifying the staff report after the meeting because the Planning Commission had already had a Public Hearing and made a recommendation, and the Council held a Public Hearing.

Discussion followed about reopening the Public Hearing, and ex-parte contact if the matter became a land use matter.

Motion passed unanimously as follows upon first reading:
AYES: Clark, Cross, Kohler, Starr, Christopher, and Parsons (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Juran (1)

OTHER BUSINESS

It was noted that the Urban Growth Boundary survey had closed, and it was time to go over the information at a City Council Work Session. City Manager Brown shared that there were 129 responses to the survey. He felt the data could be ready in the next three to four weeks. There was consensus to have an additional Work Session on September 22nd to discuss the Town Halls and survey.

Mayor Clark received an inquiry about why there were no flags on the light poles during national holidays. Mayor Clark asked Council if staff could look at the cost of putting up brackets and flags. There was a suggestion to see if there was any interest in any volunteer groups helping on the project. There was no objection to having City Manager Brown look into the costs. Councilor Kohler explained that the last time the flags were put up was in 2017, and it was through the Explorer Post who worked with the Fire District.

STAFF UPDATES

Mayor Clark thanked the City Recorder team for their work on the new Criminal History Background Check Process for volunteers.

Chief Copeland reported that they did the best they could to manage the fireworks. They received 30 calls for service, which was a significant decrease from previous years. He thanked the Council for their support of the License Plate Readers and noted that they helped the Police Department find two stolen cars and a defendant with some serious felony warrants. He shared that body cameras would be coming in August. There were several logistical issues for Blast Camp, so it was canceled, but there would be the Blast BBQ on August 30th.

City Manager Brown asked for the approval of sending a thank you to Representative Mannix for his support of the $750,000 allocation for the next phase of the turf fields at Keizer Rapids Park.

COUNCIL MEMBER REPORTS

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

AGENDA INPUT

Monday, July 14, 2025 - 6:00 p.m.
City Council Work Session - Sidewalk Gap and Repair

Monday, July 21, 2025 - 6:00 p.m.
City Council Regular Session

Monday, August 4, 2025 - 6:00 p.m.
City Council Regular Session

Mayor Clark commented that there would not be a Work Session on August 11th.

ADJOURNMENT

Mayor Clark announced that the City Council would meet in Executive Session pursuant to ORS192.660 (2) (e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

Mayor Clark adjourned the meeting at 8:20 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."