



**MINUTES**  
**KEIZER POLICE FEE TASK FORCE**  
Tuesday, October 28, 2025  
Keizer City Council Chambers  
930 Chemawa Road NE  
Keizer

Zoom: <https://us02web.zoom.us/j/82103261960>

Phone one-tap:  
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1. **Call to Order** CALL TO ORDER: Council President Shaney Starr called the meeting to order at 6:01 p.m. Attendance was noted as follows:  

<b>Members:</b>	<b>Staff:</b>
Council President Shaney Starr	Assistant City Manager Tim Wood
Councilor Daniel Kohler (6:02 excused)	Police Chief Andrew Copeland
Councilor Kyle Juran	
  
2. **Approval of Minutes** Councilor Kyle Juran moved to approve the minutes from the last meeting. Council President Shaney Starr seconded. Motion passed as follows: Starr and Juran in favor with Kohler absent.
  - a. **September 25, 2025**
  
3. **Discussion**
  - a. **2025 Departmental Analysis and Staffing Overview** Police Chief Andrew Copeland presented a comprehensive 40-page department analysis document, noting it was still in draft form with some edits pending. He explained that questions from the previous meeting, internal inquiries, and executive leadership team questions had been incorporated into the document.  
  
Chief Copeland began by providing an overview of the Keizer Police Department's three divisions:
    - Patrol: Officers who respond to 911 calls and wear patrol uniforms
    - Support: Property/evidence and records staff

- Investigations: Detectives

Chief Copeland presented comparative data showing Keizer's staffing compared to similar cities. He noted that Keizer has 1.06 officers per thousand residents, while the average among comparable cities was 1.265 officers per thousand. He explained that if Keizer were at the average, they would have 48 sworn officers instead of their current 41. Additionally, 2.5 of their 41 sworn positions are paid by the school district, with those officers not exclusively working Keizer cases.

Chief Copeland reviewed various cities that have enacted police fees, public safety fees, or city operations fees, noting the document would be updated with more detailed breakdowns of how these fees were allocated in each city.

Assistant City Manager Tim Wood clarified that Keizer's current \$10.90 monthly fee is broken down as \$4.00 for parks and \$6.90 for police.

Chief Copeland presented budget comparisons showing Keizer's police department was relatively efficient, operating with about \$25,500 less per employee per year than comparable departments.

Chief Copeland detailed patrol division operations, explaining shift schedules and how technological advancements and interagency coordination help them function despite limited resources. He shared examples of challenging call sequences where multiple serious incidents occurred in a short timeframe with limited staff available, demonstrating how quickly resources can be stretched thin.

Council President Starr noted the importance of response time data to fully understand these scenarios, and Chief Copeland agreed to provide more detailed information including response times for future discussion.

Chief Copeland discussed the criminal investigations division, explaining that each detective typically handles 15-25 cases simultaneously, with some complex cases requiring hundreds of hours to resolve. When major incidents occur (like a recent shooting), all investigators focus on that case, which delays work on other cases. Council members expressed concern about these caseloads and requested data on industry standards for detective caseloads.

Chief Copeland explained that the school resource officers paid by the school district primarily serve district-wide needs rather than Keizer-specific cases. One officer focuses on threat assessment for the entire district, while another handles felony cases at McNary High School.

Chief Copeland reviewed the support services division, describing the functions of records staff and property and evidence personnel who manage over 41,000 pieces of evidence. He noted that the upcoming implementation of body cameras would create additional evidence storage needs.

Lieutenant Trevor Wenning had provided information on vehicle costs and replacement cycles. Chief Copeland explained the lengthy procurement and outfitting process, noting it takes about 10 months from budget approval to having a fully equipped patrol vehicle ready for service.

When asked what staffing levels would be ideal, Chief Copeland indicated he would like to have:

- 6 patrol officers on every shift (currently staffed for 6 on night shift, 5 on day shift)
- Minimum staffing of 4 officers at all times (currently 3)
- 3 traffic officers (currently 2)
- 6 detectives (currently 5)
- Potentially 1 more support staff member once body cameras are fully implemented.

Task Force members discussed alternative funding models, including:

- The possibility of a tiered fee structure that would charge businesses with high call volumes (like retail establishments at Keizer Station) more than residential customers
- Potentially using a levy or bond measure instead of fees
- Indexing fee increases to account for inflation and rising costs

The group expressed interest in obtaining data on:

- Call volumes at specific high-use locations like Target and other retail businesses
- The costs associated with responding to and investigating these calls
- How other municipalities handle funding for heavily-used police services
- Historical trends in call volume and complexity

## **b. Next Steps**

The Task Force scheduled their next meeting for November 19, 2025, at 6:00 p.m. Chief Copeland would provide the additional requested

data by November 12th to give members time to review it before the meeting.

**4. Adjourn**

Meeting adjourned at: 7:26 p.m.

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.”*