



MINUTES
KEIZER CITY COUNCIL
Monday, November 3, 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
Lore Christopher, Councilor
Felicia Guptill, Youth Councilor

Absent:

Marlene Parsons, 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 introduced the Webelos Pack and they led the Pledge.

SPECIAL ORDERS OF BUSINESS

a. PROCLAMATION: Native American Heritage Month

Chair Delores Pigsley of the Tribal Council Confederated Tribes of Siletz Indians shared about the upcoming Annual Siletz Restoration Pow-Wow.

Mayor Clark read the Proclamation recognizing November as Native American Heritage Month. She presented the proclamation to Chair Pigsley.

Councilor Christopher shared that there would be a Kalapuya Calendar Exhibit that would be at the Keizer Heritage Museum, and there would be a tribal member master weaver coordinating an art demonstration.

b. PROCLAMATION: National Veterans and Military Families Month

Mayor Clark introduced Colonel Kevin Dial, Mentoring Director with Valor Mentoring. Mr. Dial expressed appreciation to the community for their support.

Mayor Clark read the Proclamation recognizing November as National Veterans and Military Families Month. She presented the proclamation to Mr. Dial.

COMMITTEE REPORTS

a. Volunteer Coordinating Committee Recommendations for Appointments - Multi-Modal Safety Committee, Parks and Recreation Advisory Board and Planning Commission Youth Liaison

Jesus Escobar, Keizer Public Arts Commission, reviewed their most recent meeting. He shared an upcoming fundraising auction at the Willamette Heritage Center. The Utility Box Art Wrap program was discussed.

City Recorder Melissa Bisset summarized the staff report.

Council President Starr moved the City Council accept the recommendations of the Volunteer Coordinating Committee and appoint Talia Mesecar as Planning Commission Youth Liaison for school year term of 2025/2026; Michael Welsh to Position #1 and Hersch Sangster to Position #2 on the Multi-Modal Safety Committee for the term expiring December 31, 2028; Tanya Hamilton to Position #1, Mike Pantalone to Position #2, and Gwen Carr to Position #3 on the Parks and Recreation Advisory Board for the term expiring December 31, 2028. Councilor Kohler seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Parsons (1)

PUBLIC COMMENTS

Beth Schmidt, Program Coordinator for Salem-Keizer Safe Routes to School (SRTS) and partner with Salem-Keizer Public Schools (SKPS), spoke about Safe Routes to School. She commented on the importance of Ruby Bridges Walk to School Day and shared that it was recently recognized with the recent passage of Senate Bill 450. She noted that Clear Lake Elementary would be participating in Ruby Bridges Walk to School Day. Ms. Schmidt shared about the significance of Ruby Bridges.

CONSENT CALENDAR

a. Approval of October 20, 2025 Regular Session Minutes

b. Approval of October 27, 2025 Work Session Minutes

c. RESOLUTION - Authorizing the City Manager to Enter Into an Administrative Services Agreement with MissionSquare Retirement

Councilor Kohler pulled item b.

Council President Starr moved for approval of the Consent Calendar items a and c. Councilor Kohler seconded. Motion passed as follows:

AYES: Clark, Starr, Cross, Juran, Kohler, Christopher (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Parsons (1)

Councilor Kohler noted he was not in attendance and was unable to listen to the recording, and he therefore would be abstaining from the vote.

Council President Starr moved for approval of the Consent Calendar item b. Councilor Cross seconded. Motion passed as follows:

AYES: Starr, Cross, Juran, Christopher (4)

NAYS: None (0)

ABSTENTIONS: Kohler (1)

ABSENT: Parsons, Clark (2)

PUBLIC HEARINGS

a. RESOLUTION - Adopting User Fees for the Keizer Electric Vehicle Charging Stations

Mayor Clark opened the Public Hearing.

Assistant City Manager Tim Wood summarized the staff report. Discussion ensued regarding overnight charging and the new charging station paid for by a grant. There was a request for information about government rates, overnight charging, and a report in three months.

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

Council President Starr moved to adopt Resolution R2025- Adopting User Fees for the Keizer Electric Vehicle Charging Stations. Councilor Kohler seconded. Motion passed unanimously as follows:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Parsons (1)

b. ORDER - In the Matter of the Amendment of Rates for Franchise Solid Waste Collection Within the City of Keizer, Effective as of January 1, 2026

Mayor Clark opened the Public Hearing.

City Manager Adam Brown summarized the staff report.

Shawn Edmonds, Loren's Sanitation and Greg Dittman, Valley Recycling explained the rate increase and the Recycling Modernization Act. There was discussion about related funding for education from producers.

There was a question about supporting federal workers, Supplemental Nutrition Assistance Program (SNAP) recipients amid the government shutdown. They were willing to align

themselves with how the City was supporting people.

There was discussion about past rate increases and the future of rate increases.

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

Council President Starr moved the City Council adopt Order in the Matter of the Amendment of Rates for Franchise Solid Waste Collection Within the City of Keizer, Effective as of January 1, 2026. Councilor Kohler seconded. Motion passed unanimously as follows:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Parsons (1)

ADMINISTRATIVE ACTION

a. RESOLUTION - Authorizing City Manager to Sign Grant Agreement for Keizer Rapids Park Synthetic Turf Fields Project (Phase III)

Assistant City Manager Tim Wood summarized the staff report. Appreciation and praise was given to the students who testified in support of the Project.

Council President Starr moved to adopt Resolution R2025- Authorizing City Manager to Sign Grant Agreement for Keizer Rapids Park Synthetic Turf Field Project (Phase III). Councilor Kohler seconded. Motion passed unanimously as follows:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Parsons (1)

b. RESOLUTION - Authorizing City Manger to Sign Letter of Intent with Akemveer Real Estate LLC (Keizer Station Area C-1)

City Manager Adam Brown summarized the staff report. There was discussion about the demolition of the houses and grading of the property. The testing and abatement would be done, and the City's recommendation was to demolish houses. The Council would have an opportunity to decide if they wished to do so.

There was a question related to zoning, and Mr. Brown explained that there would need to be a Master Plan. Planning Director Witham shared that the entire Area C would be looked at, and there would be related public hearings in the future.

Council President Starr moved to adopt Resolution R2025- Authorizing City Manager to Sign Letter of Intent with Akemveer Real Estate LLC (Keizer Station Area C-1). Councilor Kohler seconded. Motion passed unanimously as follows:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Parsons (1)

OTHER BUSINESS

There was no other business.

STAFF UPDATES

City Manager Brown thanked the Council for his time away and to the Staff for their work.

Assistant City Manager Wood reported that the annual sewer reset was in progress and encouraged everyone to conserve water to possibly save costs on their bills. He announced that if folks were impacted by the government shutdown, there would temporarily be no shutoffs of service and a payment plan would be extended for those in need. In light of the situation, donations could be made to the Keizer Community Food Bank or contact the City to make donations to St. Edward Church and St. Vincent de Paul.

Police Chief Copeland welcomed back Officer Joel Brooks who had been away serving in the Military for the past year.

Human Resources Director Klever shared that a Municipal Utility Laborer position was open.

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, November 10, 2025 - 6:00 p.m.

Long Range Planning Task Force — Council agreed that the Meeting would be rescheduled to Monday, December 8th.

Monday, November 17, 2025 - 6:00 p.m.

City Council Regular Session

Monday, December 1, 2025 - 6:00 p.m.

City Council Regular Session

Monday, December 8, 2025 - 6:00 p.m.

City Council Work Session — Council agreed that this meeting slot would be for the Long Range Planning Task Force meeting rather than a City Council Work Session.

There was no objection to move the topic of the Utah property to follow the regular session meeting on December 15, 2025.

ADJOURNMENT

Mayor Clark adjourned the meeting at 7:29 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.”