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To provide oral comments via electronic means, please contact the City Recorder's Office no later than 2:00 p.m. on the day of the meeting. Most regular City Council meetings are streamed live through www.KeizerTV.com and cable-cast on Comcast Channel 23 within the Keizer City limits.

AGENDA
KEIZER CITY COUNCIL
SPECIAL MEETING

Wednesday, December 10, 2025

3:30 PM

Zoom:

<https://us02web.zoom.us/j/87310362577?pwd=sVZWKGcj2orZNLRx4wVypOdRXtBwR.1>

Robert L. Simon Council Chambers
930 Chemawa Road NE
Keizer, Oregon

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. MEMORANDUM OF UNDERSTANDING SIGNING CEREMONY WITH IYO CITY, JAPAN**
 - a. Signing Ceremony for the Memorandum of Understanding**
- 4. ADJOURNMENT**

City of Keizer Mission Statement

Keep City Government Costs And Services To A Minimum By Providing City Services To The Community In A Coordinated, Efficient, And Least Cost Fashion

"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."



To: Mayor Clark and City Council Members
Thru: Adam J. Brown, City Manager
From: Adam Brown, City Manager
Subject: Iyo Sister City

Proposed Motion

I move that the City Council adopt Resolution R2025-____ Authorizing the Mayor to Sign Memorandum of Understanding with City of Iyo, Ehime Prefecture, Japan to Establish a Sister City Relationship.

I. Summary

Staff requests Council approval of a Resolution authorizing the Mayor to sign a Memorandum of Understanding (MOU) with Iyo, Japan to establish a Sister City relationship and framework for cultural, educational, and community exchange activities. The MOU outlines shared goals, roles, and coordination processes; it does not create financial obligations beyond those approved through the City's budget process and available partner funding. Adoption will initiate coordination with Iyo for partnerships under a common framework.

II. Background

- A. The City of Keizer has an interest in international friendship and cultural exchange, including community-led activities and school partnerships that reflect Council priorities for community engagement.
- B. Beginning in 2023 the City of Keizer began participating in Iyo's middle school exchange program. Meeting with Iyo City representatives Keizer officials learned about commonalities and developed true friendships with new-found friends from Japan. Discussions began about having a sister city relationship.
- C. Between the 2024 and 2025 visits more frequent conversations about an official relationship picked up and drafts of the Memorandum of Understanding were exchanged between both Cities.

III. Current Situation

- A. A sister city relationship opens doors for cultural and economic opportunities. These relationships flourish the most when each party is able to visit each other's

communities.

- B. The Keizer City Council approved the MOU during their September 2, 2025 meeting. Staff has received Iyo's concurrence on the draft MOU terms and readiness to proceed, subject to governing body approvals.
- C. The proposed MOU is attached in both English and Japanese.

IV. Analysis

- A. **Strategic Impact** - No strategic plan impact.
- B. **Financial** - Anticipated costs are minimal and primarily consist of staff coordination time and incidental event support. Any travel or exchange costs would be discretionary, contingent on budgeted funds, grants, sponsorships, or partner/volunteer contributions; no budget adjustment is requested at this time.
- C. **Timing** - Approval aligns with the signing of the MOU.
- D. **Policy/Legal** - Council authorization is required to execute agreements on behalf of the City. The MOU is non-binding, establishes cooperative intent, and creates no enforceable financial obligations; any future expenditures would follow Council-approved budgets and policies. The Keizer Iyo Sister City Association's intent is to raise funds for exchange visits.

V. Alternatives

- A. Sign the MOU.
- B. Direct staff to revise specific MOU terms (e.g., scope, term, roles) and return with an updated draft and Resolution at a future meeting, which may delay 2026 programming timelines.
- C. Decline to authorize the MOU; staff would suspend Sister City formalization efforts and continue only informal community contacts without a formal framework.

VI. Recommendation

Staff recommends the Council adopt the attached Resolution and that the Mayor sign the Iyo Keizer Memorandum of Understanding.

Attachments

1. RES_CC_Authorizing Mayor to Sign MOU With City of Iyo_12 10 2025
2. 02 MOU for sister city (English)
3. 01 姉妹都市協定に向けた覚書 (日本語)

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CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2025-_____

AUTHORIZING MAYOR TO SIGN MEMORANDUM OF
UNDERSTANDING WITH CITY OF IYO, EHIME PREFECTURE,
JAPAN TO ESTABLISH A SISTER CITY RELATIONSHIP

WHEREAS, the City of Keizer and the City of Iyo, Ehime Prefecture, Japan wish to
enter into that certain Memorandum of Understanding to establish a Sister City relationship
and frame work for cultural, educational, and community exchange activities;

WHEREAS, on September 2, 2025, the City Council moved to approve the draft
agreement that establishes the relationship;

WHEREAS, the City Council of the City of Keizer has reviewed the final agreement
and wishes to move forward with such understanding;

NOW, THEREFORE,

BE IT RESOLVED by the City Council of the City of Keizer that the Mayor is
authorized to enter into the Memorandum of Understanding attached as Exhibit "A" and by
this reference incorporated herein.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately
upon the date of its passage.

PASSED this _____ day of _____, 2025.

SIGNED this _____ day of _____, 2025.

Mayor

City Recorder



City of Iyo,
Ehime Prefecture, Japan



City of Keizer, Oregon,
United States of America

Memorandum of Understanding

I Executive Summary

This Memorandum of Understanding (MOU) is entered into by and between the City of Keizer, Oregon, United States of America, and the City of Iyo, Ehime Prefecture, Japan (hereinafter referred to as "the Parties"). It establishes the framework for a sister city relationship built on mutual respect, cultural appreciation, and a shared commitment to collaboration.

Through this partnership, Keizer and Iyo aim to foster global connections, promote cultural and educational exchange, encourage economic collaboration, and explore joint initiatives that strengthen both communities. This MOU serves as a declaration of our shared values and an intent to build lasting bonds between our citizens.

II Objectives

The sister city relationship between Keizer and Iyo will focus on five primary areas of cooperation:

1. Cultural Exchange
Facilitate programs and experiences that promote mutual understanding, respect, and appreciation of our unique cultures and histories.
2. Economic Collaboration
Encourage trade, investment, and business partnerships that stimulate economic development and innovation in both communities.
3. Educational Partnerships
Promote collaboration between educational institutions to enhance student learning, teacher engagement, and global awareness.
4. Tourism Promotion
Develop joint tourism initiatives to encourage citizens to explore each other's cultures, landscapes, and heritage sites.
5. Environmental Sustainability
Share knowledge and collaborate on sustainable practices and environmental projects addressing shared global challenges.

III Benefits

The Parties recognize the wide-reaching benefits of this partnership, including:

1. Cultural Enrichment
Exposure to diverse customs and traditions fosters inclusivity and cultural depth within our communities.
2. Economic Growth
Expanded global relationships can open doors to trade, investment, and entrepreneurship.
3. Educational Opportunity
International partnerships enrich classroom experiences and prepare students for a connected world.
4. Tourism Development
Cross-promotional efforts can strengthen local tourism and build pride in our communities.
5. Environmental Impact
Joint sustainability efforts help both cities contribute to global environmental solutions.

IV Implementation Plan

To achieve the shared goals of this agreement, the Parties will undertake the following steps:

1. Formal Endorsement
Sign this Memorandum of Understanding to publicly declare the intent to collaborate and affirm the relationship between the two cities.
2. Committee Formation
Each city will establish a local Sister City Committee or designate a liaison body responsible for overseeing projects in the areas of culture, economy, education, tourism, and sustainability.
3. Communication Channels
Maintain open and regular communication through digital platforms, scheduled meetings, and exchanges between officials and residents.
4. Fundraising and Sponsorship
Pursue funding opportunities through local businesses, government grants, and philanthropic organizations to support collaborative initiatives.
5. Events and Celebrations
Organize cultural events, exchange delegations, and milestone celebrations to honor the relationship and engage the public.

V Duration and Review

This MOU shall take effect upon the date of signature by both Parties and shall remain in force unless terminated in writing by either Party with at least six (6) months' notice. The Parties may review and amend this agreement by mutual consent to reflect the evolving nature of the partnership.

VI Legal Status

This MOU represents a good-faith commitment to cooperation and partnership. It is not legally binding and does not impose any legal or financial obligations unless otherwise agreed upon in future formal agreements. Any joint programs or exchanges shall be subject to the laws and regulations of the respective cities and countries.

VII Signatures

Signed this day of December, 2025, as a testament to the cooperation towards the establishment of a sister city relationship between Iyo, Ehime Prefecture, Japan, and Keizer, Oregon, United States of America.

Iyo, Ehime City Representatives

Keizer, Oregon City Representatives

Kuninori Takechi

Cathay Clark

Mayor of Iyo, Ehime Prefecture, Japan

Mayor of Keizer, Oregon, USA

Date December 11, 2025

Date December 10, 2025

Signature _____ Signature _____



日本国
愛媛県伊予市



アメリカ合衆国
オレゴン州カイザー市

覚 書

1 はじめに

本覚書は、日本国愛媛県伊予市とアメリカ合衆国オレゴン州カイザー市（以下「両市」という）が、相互尊重、文化への理解、そして協力の精神に基づき、姉妹都市としての関係を構築するための基本的な枠組みを定めるものです。

このパートナーシップを通じて、両市は国際的な連携を深め、文化・教育交流を促進し、経済協力を奨励するとともに、双方のコミュニティを豊かにする共同事業の可能性を追求します。本覚書は、両市が共有する価値観を宣言し、市民間に永続的な友好の絆を築く意思を表明するものです。

2 目的

伊予市とカイザー市の姉妹都市関係は、以下の5つの主要な分野における協力を推進します。

1. 文化交流

両市の固有の文化と歴史に対する相互理解、尊重、感謝を育むプログラムや体験を促進します。

2. 経済協力

両コミュニティの経済発展と技術革新を促す貿易、投資、ビジネスパートナーシップを奨励します。

3. 教育パートナーシップ

学生の学習機会、教員の資質向上、そして国際的視野を広げるため、教育機関間の連携を推進します。

4. 観光振興

両市民が互いの文化、景観、歴史遺産を訪れることを奨励するため、共同で観光振興に取り組めます。

5. 環境の持続可能性

地球規模の共通課題に対応するため、持続可能な社会の実現に向けた実践や環境プロジェクトに関する知見を共有し、協力します。

3 期待される利益

両市は、このパートナーシップが以下のような広範な利益をもたらすことを認識しています。

1. 文化的深化
多様な習慣や伝統に触れることを通じ、両コミュニティの文化的な深みと多様性を育みます。
2. 経済的成長
国際的な関係の拡大は、貿易、投資、そして新たな事業創出の機会をもたらします。
3. 教育機会の拡充
国際的なパートナーシップは、教育現場における体験を豊かにし、国際社会で活躍できる次世代の育成に貢献します。
4. 観光の発展
相互の魅力発信は、地域観光を活性化させ、市民の郷土への誇りを醸成します。
5. 環境への貢献
持続可能性に関する共同の取り組みは、両市が地球規模の環境問題の解決に貢献する一助となります。

4 実施計画

本覚書に掲げる共通の目標を達成するため、両市は以下の取り組みを進めます。

1. 公式な署名
両市間の協力関係を確認し、その意思を公式に表明するため、本覚書に署名します。
2. 委員会の設置
文化、経済、教育、観光、持続可能性の各分野における事業を推進するため、各市に姉妹都市委員会を設置、または担当組織を指定します。
3. 連携体制の構築
デジタルツールや定期的な協議、職員および市民間の交流を通じて、緊密なコミュニケーションを維持します。
4. 財源の確保
共同事業を支援するため、地元企業からの協力、補助金、寄付などを通じて、財源の確保に努めます。
5. 記念行事の開催
両市の友好関係を祝い、市民の関与を促進するため、文化イベント、代表団の相互訪問、記念式典などを企画します。

5 期間と見直し

本覚書は、両市代表者の署名の日から効力を生じ、いずれかの市が少なくとも6ヶ月前に書面で終了の通知を行わない限り、有効に存続します。両市は、パートナーシップの状況の変化に対応するため、相互の合意に基づき、本覚書を見直し、または修正することができます。

6 法的地位

本覚書は、協力と姉妹都市に向けた両市の真摯な意思を確認するものです。本覚書は法的拘束力を有するものではなく、将来の正式な合意で別途規定されない限り、両市に何ら法的・財政的な義務を負わせるものではありません。すべての共同プログラムや交流は、両市および両国の法令を遵守して実施されるものとします。

7 署名

日本国愛媛県伊予市とアメリカ合衆国オレゴン州カイザー市との姉妹都市協定締結に向けた協力の証として、2025年12月、両市を代表し、以下に署名する。

日本国
愛媛県伊予市 代表

アメリカ合衆国
オレゴン州カイザー市 代表

伊予市長
武智 邦典

カイザー市長
キャシー・クラーク

日付 2025年12月11日

日付 2025年12月10日

署名 _____ 署名 _____