



MINUTES
KEIZER CITY COUNCIL
Monday, December 15, 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
Kyle Juran, Councilor
Daniel Kohler, Councilor
Marlene Parsons, Councilor
Lore Christopher, Councilor via Zoom
Felicia Guptill, Youth Councilor

Absent:

Soraida Cross, Council Vice
President

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

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

Mayor Clark asked the Council to consider deeming it important that Councilor Christopher appear electronically and be considered "in attendance" pursuant to Council Rules of Procedure Section 3.10 - Attendance Duty.

Council President Starr moved to deem it important that Councilor Christopher appear electronically and be considered "in attendance" (Council Rules of Procedure Section 3.10 - Attendance Duty) Councilor Kohler seconded. Motion passed unanimously as follows:

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

COMMITTEE REPORTS

Liam Stitt, Youth Liaison, for the Parks and Recreation Advisory Board, summarized the recent meeting.

Robin Barney, Chair of the Community Diversity Engagement Committee (CDEC), summarized the recent meeting and highlighted a CDEC proposal for an "All Nations Day" or an "All Flags Day" event for a one-day multicultural festival to be held at the City Center and surrounding grounds later this summer. The proposed event would feature cultural vendors, performances, food trucks, and educational activities, utilizing the City Center gazebo and stage for entertainment, nearby park areas for vendors, and central grassy areas for demonstrations and cooling stations. The CDEC emphasized minimizing the use of taxpayer funds through sponsorships, in-kind donations, and limited fundraising, with marketing support from the Keizertimes.

Council members asked clarifying questions regarding planning structure, dates, logistics, and similarities to Salem's WorldBeat Festival, and expressed strong support for the concept, leadership, and intent to return a budget and detailed proposal in February. The City Council unanimously supported directing the CDEC to move forward with development of the event proposal and to report back as soon as possible.

PUBLIC COMMENTS

Tammy Kunz, Keizer, expressed concern related to an accident near Ken and Karen Schmidt's home. Mr. Schmidt explained the accident. Public Works Director Lawyer did not recommend placing boulders in the right of way near their home. Mr. Lawyer explained that he cannot place City resources on private property. Mr. Lawyer recommended that the Schmidt's place a jersey barrier. Mayor Clark directed Ken and Karen Schmidt to work with the Planning and Public Works Director.

Matt Naegeli, shared that the signs for the Miracle of Lights Event were different than the previous year and expressed concern about the four locations of the signs and explained that it was resulting in dangerous maneuvers by drivers. He expressed his concern for safety and a lack of action related to his concerns. Staff would work with the event organizers on moving the signs. Chief Copeland noted that next year's permit could include rules about sign location.

CONSENT CALENDAR

a. Approval of December 1, 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, Kohler, Juran, Christopher, and Parsons (6)
NAYS: None (0)
ABSTENTIONS: None (0)

ABSENT: Cross (1)

ADMINISTRATIVE ACTION

a. **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.

Council President Starr moved to adopt an Ordinance No. 2025- Relating to Auto-Oriented Uses in Keizer Station Area B; Amending Keizer Code Appendix A, Section 2.110.04 and Section 2.110.05. Councilor Kohler seconded. Motion passed unanimously as follows upon first reading:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross (1)

PUBLIC HEARINGS

a. **RESOLUTION - Authorizing City Manager to Sign Purchase and Sale Agreement with CPD Real Co LLC**

Mayor Clark opened the Public Hearing.

City Attorney Joseph Lindsay summarized the staff report. There was a question about the date of the property appraisal. Mr. Lindsay explained that it provided good evidence of value which was the requirement.

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

Council President Starr moved to adopt Resolution R2025- Authorizing City Manager to Sign Purchase and Sale Agreement with CPD Real Co LLC. Councilor Kohler seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross (1)

OTHER BUSINESS

City Manager Brown noted that the evening's Work Session would be rescheduled.

Mayor Clark asked the Council to consider deeming it important that Councilor Kohler appear electronically by Zoom at both of the regular meetings in January and be considered "in attendance" pursuant to Council Rules of Procedure Section 3.10 - Attendance Duty.

Council President Starr moved that the Council allow Councilor Kohler to appear electronically and be considered "in attendance" in our meetings in January (Council Rules of Procedure Section 3.10 - Attendance Duty) for Council Meetings including Work Sessions. Councilor Parsons seconded. Motion passed unanimously as follows:

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

NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Cross (1)

Council President Starr agreed to a friendly amendment to Councilor Kohler's request that his appearing by Zoom will also include Work Sessions. Councilor Parsons seconded. Motion passed unanimously as follows:

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

STAFF UPDATES

Human Resources Director Klever provided an update on the Public Works Director recruitment.

Assistant City Manager Wood encouraged everyone to continue to conserve water to possibly save costs on the sewer services portion of their bill.

Chief Copeland reported that there was a Holiday Lights Parade with a very large turnout. Officer Martin Powell was specifically recognized for coordinating the parade route and traffic control. Assistance was provided by the Salem Police Department, which supplied motorcycle officers and cadets, and by Marion County. Chief Copeland expressed appreciation for their support and noted mutual assistance with the Salem Lights Parade. There would be an upcoming Coffee with a Cop. Chief Copeland shared that Shop with a Cop was held the past weekend and there were 135 law enforcement officers and 900 children included in the event.

Councilor Christopher expressed her gratitude to Council President Starr for her efforts on the Holiday Lights Parade.

Public Works Director Lawyer shared that it was an honor to ride on the Public Works float as Grand Marshal with his granddaughter.

Planning Director Witham reported that two of his children had graduated from college the past week.

City Attorney Joseph Lindsay asked about two upcoming art programs in relation to the location of the street art and City staff being decision makers on the location. It was noted that there would be a Resolution for the Council to consider if the programs were moved forward. Mr. Lindsay also asked for Council consensus about revisiting insurance amount requirements for vendors at the Event Center. Council expressed interest in learning more and revisiting the matter.

COUNCIL MEMBER REPORTS

Mayor Clark and the Councilors each reviewed the events and meetings that they had attended as well as upcoming events. Upcoming Holiday Giving and Volunteer opportunities were shared.

AGENDA INPUT

There was no discussion on Agenda Input.

ADJOURNMENT

Mayor Clark adjourned the meeting at 7:24 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.”