



MINUTES
KEIZER CITY COUNCIL
Monday, December 1, 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
Felicia Guptill, Youth 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
Melissa Bisset, City Recorder

Absent:

Soraida Cross, Council Vice
President

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

SPECIAL ORDERS OF BUSINESS

a. PROCLAMATION: Human Rights Day

Mayor Clark introduced State Representative Kevin Mannix. Mr. Mannix shared about his time in Bolivia and Panama and the lessons he learned about respecting other cultures. He shared his experience during desegregation. He commented on the fresh perspective of a new generation in relation to Human Rights. Representative Mannix explained that the community can reaffirm its commitment to Human Rights.

Mayor Clark read the Proclamation recognizing Human Rights Day, and she presented the proclamation to Mr. Mannix.

b. Introduction of Officer Joshua Barnett, Officer Caleb Harrison, and Community Service Officer Ben Crosby

Police Chief Andrew Copeland introduced Community Service Officer Ben Crosby, Officers Joshua Barnett and Caleb Harrison.

COMMITTEE REPORTS

Trevor Lewis, member of the Multi-Modal Safety Committee, summarized the recent meeting.

Lindsey King, Planning Commission, summarized the recent meeting.

Claire Juran, Keizer Public Arts Commission, summarized the recent meeting.

Rhonda Rich, West Keizer Neighborhood Association (WKNA) President, commented that WKNA would like to give input on location and uses of the pavilion at Keizer Rapids Park. She was hoping there would be more outreach and discussion on the matter.

Youth Councilor Guptill shared that last week she had a tour of City Hall with the City Manager.

PUBLIC COMMENTS

There were no public comments.

CONSENT CALENDAR

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)

a. Approval of November 17, 2025 Regular Session Minutes

PUBLIC HEARING

Mayor Clark opened the Public Hearing.

Planning Director Shane Witham summarized the staff report, noting that one additional use was proposed.

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

Council President Starr moved the City Council direct staff to prepare an ordinance for adoption of proposed text amendments along with any other identified changes necessary for consistency with the Keizer Development Code. 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)

a. Text Amendment Case 2025-17: Amending Keizer Code Appendix A - Development Code Section 2.110 - Commercial Mixed Use (related to auto-oriented uses)

ADMINISTRATIVE ACTION

a. Keizer Public Arts Commission (KPAC) approval to use Los Dos Hermanos as a mural location.

City Manager Adam Brown summarized the staff report. Councilor Christopher shared that there would be additional locations coming before the Council in the future. She thought it was a place where people would stop and take pictures. There was a potential artist identified and hoped to have a ribbon cutting during KeizerFEST.

Council President Starr moved that the Keizer City Council approve “Los Dos Hermanos,” located at 3590 River Rd. N, Keizer, OR, as an authorized site for public art, subject to Keizer Code public art provisions and the Keizer Public Arts Commission (KPAC) review criteria. 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)

b. Parks Master Plan Project Process Update and Discussion

Public Works Director Bill Lawyer summarized the staff report. Mr. Brown shared that the additional work would be covered by the Community Prosperity Initiative Grant.

Discussion followed regarding the cost of having MIG present and if it was necessary to have MIG present. The estimated cost of the contract was discussed.

Mr. Lawyer and Mr. Brown felt it was important for MIG to conduct the Town Hall. Mr. Brown shared that there was a new online engagement tool that could be used. Concern was expressed about the additional expense.

There was a suggestion to quantify the outcomes for engagement in future contracts. There was a comment about having the pavilion be where the dog park was located and moving the dog park to a different area of the park.

Mr. Lawyer shared that MIG would provide consistency through the end of the project and that there was value in that. Mr. Brown added that they had managed the data from KeizerFEST, as well as the stakeholders meetings. There was hope that there would be flexibility in regards to the pavilion in the Parks Master Plan. Mr. Lawyer felt the conversation should be about the area within the park and what the maximum size should be.

It was suggested that the location, maximum size and range of uses be discussed at the Town Hall and that flexible terminology be used in the Parks Master Plan.

Rhonda Rich, WKNA President, thought that the community would want to keep the big open area as a public access space where the KeizerFEST was located for a facility, have an adventure course, or have an indoor recreation facility near Chemawa. She was grateful for the additional

outreach that would be happening.

Council President Starr moved that the Keizer City Council direct staff to provide additional engagement opportunities through a town hall-style meeting by amending MIG's contract not-to-exceed \$2,500 and to use the City's engagement platform to seek feedback on alternative locations within Keizer Rapids Park for the pavilion under consideration. Councilor Kohler seconded.

Mayor Clark made a friendly amendment to change the word "construction" to "consideration." Council President Starr accepted.

It was noted that the input should have an emphasis on System Development Charge (SDC) eligibility, and there needed to be conversation about the maximum size, range of locations, and range of uses.

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 shared that on December 10th, there would be a signing ceremony with the Sister City, Iyo, Japan and requested the Council's authorization to have a public meeting.

Council President Starr moved to authorize staff to provide public meeting notification for the December 10 signing ceremony with Iyo, Japan. 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)

(Motion restated by Clerk for clarity; original motion was "so moved.")

STAFF UPDATES

Assistant City Manager Wood reminded the Council that Saturday would Miracle of Lights Donation Tent.

City Recorder Bisset shared the new ways the community could subscribe to meetings and alerts from the new City website.

Chief Copeland shared about a small theft that was responded to—and that some jurisdictions would not have responded. Public Works Director Lawyer reported on leaves and asked the community to having some patience with the new street sweeping contractor, as they were working on getting caught up. He asked the community not to blow the leaves into the street.

City Attorney Joseph Lindsay reported that Planning Director Witham, Finance Director Wood,

and he would be attending Incident Command System (ICS) training.

COUNCIL MEMBER REPORTS

Council President Starr announced that Public Works Director Lawyer was selected as the 2025 Holiday Lights Parade Grand Marshal.

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

AGENDA INPUT

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

Long Range Planning Task Force Meeting

Monday, December 15, 2025 - 6:00 p.m.

City Council Regular Session

Monday, December 15, 2025 - 7:00 p.m.

City Council Work Session - Bailey Road Property Discussion

Monday, January 5, 2026 - 6:00 p.m.

City Council Regular Session

ADJOURNMENT

Mayor Clark adjourned the meeting at 7:48 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."