



MINUTES
KEIZER CITY COUNCIL
Tuesday, February 17, 2026
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 -
electronically via Zoom
Kyle Juran, Councilor
Daniel Kohler, Councilor
Lore Christopher, Councilor

Absent:

Soraida Cross, Council Vice
President
Marlene Parsons, Councilor
Felicia Guptill, Youth Councilor

Staff:

Adam Brown, City Manager
Tim Wood, Assistant City Manager
Shane Witham, Planning Director
Joseph Lindsay, City Attorney
Keare Blaylock, 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

Mayor Clark announced that Council President Starr requested to attend virtually as she was out of town on business.

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

Councilor Kohler moved that the Keizer City Council suspend the Council Rules of Procedure to take up the matter. Councilor Juran seconded. Motion passed unanimously as follows:

AYES: Clark, Kohler, Juran, and Christopher (4)

NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Cross, Parsons, Starr (3)

Councilor Kohler moved to deem it important that Councilor Starr appear electronically and be considered in attendance. Councilor Juran seconded. Motion passed unanimously as follows:

AYES: Clark, Kohler, Juran, and Christopher (4)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Cross, Parsons, and Starr (3)

COMMITTEE REPORTS

Jane Herb, Chair, Volunteer Coordinating Committee (VCC), shared they were coordinating with the Community Diversity Engagement Committee (CDEC) on a video with the McNary High School to show how to volunteer with the City, which would be posted on social media and the City website. The VCC discussed attendance issues for some of the Committees by reviewing the attendance requirement. They were looking at a proposal on how to handle if volunteers were not making the attendance requirement, had some ideas and felt it would be important for the other Committees to weigh in before moving forward with any changes. Mayor Clark shared the history about adding the 75 percent attendance requirement. By consensus, the Council felt that the topic should go on Committee meeting agendas.

Larry Scruggs, Planning Commission (PC), shared about how the PC could align their responsibilities with the Strategic Plan. He also shared about the training that they received from City Attorney Joseph Lindsay on the Quasi-judicial Hearing Process.

Becka Bonner, Keizer Public Arts Commission, summarized the recent meeting highlighting the storm drain art project,

Tammy Kunz, Chair, Community Diversity Engagement Committee, summarized the recent meeting noting that the All Nations Day event was placed on hold so they could focus on completing other tasks and the two community partners who spoke on connection, belonging, community well-being, and how to deal with bullying.

PUBLIC COMMENTS

Tim and Donna Berry, on behalf of the Woody Williams Foundation and Gold Star Family Monument Committee, thanked the City for their support, the volunteers, and noted that it was one of the smoothest installations they had. They thanked City Manager Adam Brown for his design work on the monument. They presented plaques to Councilor Lore Christopher and City Manager Brown. Mr. Berry shared about the significance of the Gold Star Memorials Monument. Ms. Berry shared the importance as a Gold Star Family of having a memorial to visit. She was thankful and appreciative to the Keizer community for the support in the project.

Councilor Kohler applauded the Berry's for their work on the project highlighting the importance of the Memorial.

CONSENT CALENDAR

- a. **Approval of January 26, 2026 Work Session Minutes**
- b. **Approval of February 2, 2026 Regular Session Minutes**
- c. **RESOLUTION - Adopting Work After Retirement Policy (2026)**

Councilor Kohler moved that the Keizer City Council approve the Consent Calendar. Councilor Juran seconded. Motion passed unanimously as follows:

AYES: Clark, Starr, Kohler, Juran, Christopher (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross, Parsons (2)

PUBLIC HEARINGS

- a. **RESOLUTION - Authorization for a Supplemental Budget - Keizer Little League**

Mayor Clark opened the Public Hearing.

Assistant City Manager Tim Wood summarized the staff report.

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

Councilor Kohler moved to adopt Resolution R2026- Authorization for Supplemental Budget - Keizer Little League. Councilor Juran seconded. Motion passed unanimously as follows:

AYES: Clark, Kohler, Juran, Christopher (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross, Parsons (2)

There was a question about the process for changing the name of a park. City Manager Brown shared that Council approved the park names and that they were looking for a sponsor that would include naming. Mr. Brown explained that it was a new thought. He added that they were also looking at a sponsor for the turf complex as well as each of the fields. Councilor Christopher liked the idea of having consistency in a name convention and putting the sponsor name in front of the naming convention. Councilor Kohler suggested looking at sponsors for other park areas as well.

ADMINISTRATIVE ACTION

- a. **Recycling Modernization Act Funding Authorization**

Public Works Director Keare Blaylock summarized the staff report. Discussion followed regarding the work, planning, and education efforts to comply. Councilor Kohler commended Environmental and Technical Division Manager Jenny Ammon and the waste haulers for the work they had done. There was a question about reporting requirements for the City and the related administrative costs. Ms. Blaylock explained that there were already some recycling reports and that there would not be extensive additional reporting work required. Mr. Lindsay noted that the haulers would be providing the City with the reporting information, and the City would be submitting the report.

Greg Dittman, Valley Recycling, and Marcus Gerber, Lorens Sanitation, explained that the dollars were specifically for education and that it was a team effort between the City, County, and

haulers. All the entities had input into the Plan.

Councilor Kohler moved that the City Council approve the City Manager to authorize the Circular Action Alliance to allow Keizer's portion of the Producer Responsibility Organization funds to be distributed to Marion County Public Works Environmental Services for allocation to the local waste management service providers. Councilor Juran seconded. Motion passed unanimously as follows:

AYES: Clark, Kohler, Starr, Juran, Christopher (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross, Parsons (2)

b. Event Center Use Fee Waiver - McNary Athletic Booster Club Auction

Assistant City Manager Tim Wood summarized the staff report. It was noted that they had done this event the previous year.

James Hutches and Kate Hamm-Helvie, members of the McNary Athletic Booster Club, shared about the work of the Club.

Councilor Kohler moved the City Council approve a waiver of the Event Center use fees of \$1,581.25 for the McNary Athletic Booster Club Auction on April 25, 2026. Councilor Juran seconded. Motion passed unanimously as follows:

AYES: Clark, Kohler, Starr, Juran, Christopher (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross, Parsons (2)

c. 2026 Keizer Community Survey

City Manager Adam Brown summarized the staff report. There was a reminder that the survey was part of the National Community Survey.

Councilor Kohler moved that the Keizer City Council approve the discretionary questions as presented in the proposed Keizer Community Survey. Councilor Juran seconded. Motion passed unanimously as follows:

AYES: Clark, Kohler, Starr, Juran, Christopher (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross, Parsons (2)

d. RESOLUTION - Authorizing City Manager to Sign Letter of Intent With US Market (Keizer Station Area C1)

City Manager Adam Brown summarized the staff report. Discussion followed regarding the Quasi-judicial role of the Planning Commission and City Council.

Councilor Kohler moved to adopt Resolution R2026- Authorizing City Manager to Sign Letter of Intent with US Market (Keizer Station Area C-1). Councilor Juran seconded. Motion passed unanimously as follows:

AYES: Clark, Kohler, Starr, Juran, Christopher (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross, Parsons (2)

e. Police Fee Follow Up

Assistant City Manager Tim Wood summarized the staff report. Police Fee Task Force Chair Starr recognized staff for their work on the outstanding report. She commented on the importance of discussing the matter as a group and agreed with tabling the topic until after the Work Session. She thanked Councilors Kohler and Juran for their work as well.

There was a request to put it on the front page of the website and to push the link out on Social Media including the Police Department's Social Media pages. There was a request to allow for public comments at the meeting. There was a suggestion to invite the public comments after the presentation.

Councilor Kohler appreciated the staff's responsiveness to requests from the Task Force.

There was a request to also place links to the videos of the Task Force Meetings on the front page of the website.

Councilor Kohler moved the City Council table the police services fee discussion until after the upcoming related work session on March 7, 2026. Councilor Juran seconded. Motion passed unanimously as follows:

AYES: Clark, Kohler, Starr, Juran, Christopher (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross, Parsons (2)

OTHER BUSINESS

Councilor Christopher commented on the mailer from Services Line Warranties (SLW) of America that has the City's logo on it. She noted that it had nothing to do with the City, but the customer receives a discount if they purchase the insurance. She felt it looked deceptive and appeared that the City was trying to push their insurance. Mr. Brown would follow up with the company about options. He shared that they recently agreed to add their logo to the mailer and only mail twice per year. Mr. Brown shared the data on repairs that SLW had made in the community.

STAFF UPDATES

City Manager Brown reported that he spoke to the Chamber of Commerce and the Rotary Club regarding the Parks Master Plan for a pavilion concept at Keizer Rapids Park.

Assistant City Manager Wood reminded the north part of town to conserve water and then the rate would be locked in for the year.

Chief Copeland reported that he attended Family Fun Night at Cummings Elementary, Valor Mentoring, and a West Keizer Neighborhood Association Meeting. A monthly report on calls for service would be posted on Social Media.

Public Works Director Blaylock thanked the Public Works team for their efforts while she was learning and getting up to speed.

Planning Director Witham reported that the first cottage cluster was underway. The permit will be issued soon for the last big tenent in Area A.

COUNCIL MEMBER REPORTS

Councilor Juran shared that Salem-Keizer Area Transportation Study (SKATS) Policy Committee was considering adding the City of Aumsville as a voting member. Councilor Juran felt it was fair to bring in Aumsville as a voting member. He shared that SKATS voted to return \$1.2 million back to the City of Keizer on the Verda Lane project due to the cost savings on the project. Mr. Brown noted that it was Street Fund money.

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

AGENDA INPUT

Monday, February 23, 2026 - 6:00 p.m.

Town Hall/ Community Listening Session - Parks Master Plan - Pavilion at Keizer Rapids Park

Monday, March 2, 2026 - 6:00 p.m.

City Council Regular Session

Saturday, March 7, 2026 - 9:00 a.m.

City Council Work Session - Police Fee

Monday, March 9, 2026 - 6:00 p.m.

Long Range Planning Task Force

Monday, March 16, 2026 - 6:00 p.m.

City Council Regular Session

Monday, March 30, 2026 - 6:00 p.m.

City Council and Community Diversity Engagement Committee (CDEC) Joint Meeting

ADJOURNMENT

Mayor Clark adjourned the meeting at 8:00 p.m.

MAYOR:

APPROVED:

Cathy Clark

Dawn Wilson, Deputy City Recorder

Minutes approved: _____