

Accessibility and Accommodation Requests

For questions about accessibility or accommodations for persons with disabilities, or to request a translator, interpreter, or other communication aids, please contact Melissa Bisset at 503-856-3412 or bissetm@keizeror.gov. The City of Keizer is committed to providing equal access to all public meetings and information per the requirements of the ADA and Oregon Revised Statutes (ORS). The Keizer Civic Center is wheelchair accessible.

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.



KEIZER PUBLIC ARTS COMMISSION
AGENDA

Tuesday, March 17, 2026, 6:00 PM
Keizer Event Center ~ Council Chambers

1. **CALL TO ORDER**
2. **ELECTION OF CHAIR & VICE CHAIR**
3. **APPROVAL OF MINUTES**
 - a. February 2026
4. **APPEARANCE OF INTERESTED PERSONS**
5. **GALLERY DISPLAY SCHEDULE**
 - a. 2026
 - February-March: Joel Nickel - confirmed ~ Current Exhibit
 - April-May: Don Ely - confirmed - artwork was approved
 - June-July: Gary Hlastals - confirmed - pending approval of art
 - August-September: Jesus Escobar - confirmed - pending approval of art
 - October-November: Honoring Indigenous Native Americans and First Peoples Art Display | Malcohm Pascua-ONEill - confirmed - pending approval of art
 - 2026/2027
 - December-January: Mid-Valley Quilt Guild - confirmed - pending approval of art
 - 2027
 - February-March:
 - April-May: Joel Nickel - confirmed - pending approval of art
 - June-July: Gary Hlastals

- August-September: Larry and Sandy Gross - confirmed - pending approval of art
- October-November: Honoring Indigenous Native Americans and First Peoples Art Display

6. **GRANT EFFORTS**

7. **REVIEW OF ARTS COMMISSION BUDGET**

- a. \$5,481.56 Remaining (Page 7 of packet)

8. **2026 HOLIDAY CARD CONTEST ~ SELECT WINNER**

- a. 2026 Submissions

9. **UTILITY BOX WRAP SELECTIONS ~ RE-SUBMITTED IN LANDSCAPE ORIENTATION**

- a. Submissions by Malcohm O'Neill
- b. Submission by Mario Salazar

10. **NEW/OTHER BUSINESS**

- a. Utility Box Art: Artwork Concept Submitted for Sponsored Utility Box Wrap

11. **DISCUSSION ON ESTABLISHING A POLICY FOR THE ATTENDANCE REQUIREMENT (75% RATE IN RESOLUTION APPENDICES)**

- a. Input Requested for Volunteer Attendance Policy, History and Resolution

12. **MEMBER REPORTING TO COUNCIL ON APRIL 6TH AT 6PM: CHAIR STEEN**

13. **ADJOURN**



MINUTES
KEIZER PUBLIC ARTS COMMISSION
Tuesday, February 24, 2026
Keizer Event Center ~ Council Chambers

1. Call to Order Chair Kim Steen called to order at 6:01 p.m. Roll call was noted as follows:

Present:

Kim Steen, Chair
Deborah Sisco, Vice Chair
Lore Christopher, Council Liaison
Becka Bonner
Claire Juran
James Merrill
Cassidy Kerner, Youth Liaison

Absent:

Two Open Positions

Staff Present:

Adam Brown, City Manager
Dawn Wilson, Deputy City Recorder

2. Election of Chair & Vice Chair There was a consensus to table this item to the March meeting.

3. Approval of Minutes

a. January 2026 Becka Bonner moved for approval of the January 2026 Minutes. Deborah Sisco seconded. Motion passed as follows: Steen, Sisco, Bonner, Juran, and Merrill in favor with two open positions.

4. Appearance of Interested Persons There were no interested persons present.

5. Gallery Display Schedule

a. Approval of Don Ely's Artwork for the April/May Display The Commission reviewed art pieces submitted for display prior to the meeting.

Deborah Sisco moved to approve Don Ely for April/May of 2026. Becka Bonner Seconded Motion passed as follows: Steen, Sisco, Bonner, Juran, and Merrill in favor with two open positions.

Councilor Christopher shared that the Keizer Art Association (KAA) would be hanging a 10-foot by 10-foot quilt on their wall in the gallery. The quilt was made by a founding member of KAA to serve as a fundraiser for seed money to start KAA in 1978.

b. 2026

- **February-March: Joel Nickel - confirmed ~ Current Exhibit**
- **April-May: Don Ely - confirmed - pending approval of art**
- **June-July: Gary Hlastals - confirmed - pending approval of art**
- **August-September: Jesus Escobar - confirmed - pending approval of art**
- **October-November: Honoring Indigenous Native Americans and First Peoples Art Display**

The art gallery schedule was reviewed.

2026/2027

- **December-January: Mid-Valley Quilt Guild - confirmed - pending approval of art**

2027

- **February-March:**
- **April-May: Joel Nickel - confirmed - pending approval of art**
- **June-July: Gary Hlastals**
- **August-September: Larry and Sandy Gross - confirmed - pending approval of art**
- **October-November: Honoring Indigenous Native Americans and First Peoples Art Display**

6. Grant Efforts There were no grant efforts.

7. Review of Arts Commission Budget

a. \$5,481.56 Remaining ~ See Page 17 of the Packet The budget was discussed, and it was noted that there was money for three utility box wraps.

8. New/Other Business

a. Storm Drain Art ~ Locations There was discussion about the storm drain art locations that the Environmental Division provided. The members reviewed the aerial photographs from the Environmental Divisions and pictures that Becka Bonner took. Ms. Bonner felt that Barnick Road wasn't a problem area. It was noted that Ms. Bonner would attend an after-action (debrief) meeting with the Environmental Division.

It was suggested for members to post the flyer on their social media, along with Ms. Bonner's pictures of the locations.

The members wanted to promote the Chemawa and 15th and the Alder Drive locations because they were in front of schools or had a lot of walkers and high traffic. The members were in agreement with the Environmental Division on the locations pursuant to an email that Ms. Bonner received from them.

- b. Holiday Card Contest ~ Approval of Anonymous Language Added to Submission Form**
- There was a consensus to include the additional anonymous language in the Holiday Card Contest Submission form.

- c. KPAC Master Plan (with new Storm Drain Art Program) ~ Approval**
- The Commission reviewed the revised Master Plan. There was a question about all of Ms. Bonner's cultural language being added to the Purpose Statement. It was noted that some of her language was included in the Executive Summary.

Deborah Sisco moved to accept the Keizer Public Arts Commission 2020-2030 draft Master Plan and recommend it to the City Council. Claire Juran seconded. Motion passed as follows: Steen, Sisco, Juran, and Merrill in favor with Bonner opposed and two open positions.

- d. Utility Box Art Submissions**
- The Commission reviewed the art pieces submitted for utility box wraps.

It was noted that the utility box wraps measure approximately 155 inches by 60 inches, and members suggested that the artwork be resubmitted in landscape orientation. Deputy City Recorder Dawn Wilson was asked to coordinate the revisions and include the updated designs in the March packet.

Members also expressed interest in seeing additional pieces by Malcohm Pascua-ONeil and requested that Ms. Wilson inquire about the availability of sufficient work for a gallery display in October and November.

Claire Juran moved to approve Debbie's Keizer art wrap design. Becka Bonner seconded. Motion passed as follows: Steen, Bonner, Juran, and Merrill in favor with Sisco recused and two open positions.

It was noted that the members would like to use Councilor Kyle Juran's utility box location for Deborah Sisco's artwork and that Councilor Juran would pay for this installation, as he was a sponsor.

- e. Representation of KPAC to the Community Diversity Engagement**
- Becka Bonner shared that Robin Barney with the Community Diversity Engagement Committee (CDEC) asked her to talk about what KPAC does and asked what to highlight with the CDEC.
- Councilor Christopher suggested sharing the various art programs, such as

Committee ~ the Storm Drain Art, Street Art, and Utility Box Wraps; sculptures on River
Becka Bonner Road; and the rotating monthly art exhibits in the east and north art galleries,
noting the flexibility of the programs in promoting local artists.

9. Member Reporting to Council ~ Jim Merrill would report to City Council on March 16th.
Jim Merrill on March 16th at 6pm

10. Adjourn Meeting adjourned at: 6:58 p.m.

Minutes approved: _____

City of Keizer
 Keizer Public Arts Commission (KPAC)
 (Account No. 010-114-225655)
 Budget vs Expenditures
 As of March 6, 2026

2026-27 Annual Budget \$ 6,000.00

Expenditures

Pronto Signs - Placards for 3 City-purchased art pieces	75.00
Greeting Card Purchase for 2025 Holiday Card Contest	218.44
Keizer (Herber Farm) Land History Sign by Pronto Signs	125.00
Michael's - Gift Card for 2025 Holiday Card Contest	100.00

Total expenditures 518.44

Budget in Excess of Expenditures \$ 5,481.56

Allocations for Current Fiscal Year:	Amount Spent
1 - \$2,400 for three utility box wraps	\$0.00
2 - \$200 for holiday cards	\$318.44
3 - \$500 for the preservation of artwork	\$0
4 - \$2,000 for potential street art grant	\$0
5 - \$800 undesignated	\$200
6 - \$400 for Storm Drain Art Program	\$0
<hr/> \$6,000 budget request	\$518.44

Wilson, Dawn

From: noreply@civicplus.com
Sent: Wednesday, December 17, 2025 3:24 PM
To: Wilson, Dawn
Subject: Online Form Submittal: Keizer Holiday Public Arts Commission Holiday Card Competition - Application

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Keizer Holiday Public Arts Commission Holiday Card Competition - Application

2026 Keizer Public Arts Commission Holiday Card Competition - Official Entry Form

Disclaimer:

By completing and submitting this Official Entry Form, you are saying that you wish to take part in this year's Holiday Card Contest.

The **online application is just below**, but if you'd rather fill it out by hand, you can download the PDF version here in [English](#) or [Español](#).

Call to Artists - Share Your Holiday Spirit!

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The artist who submits the winning selection will receive a \$100 gift card to Michaels® Arts and Crafts. Submit your entries to Dawn Wilson at the Keizer Civic Center office located at 930 Chemawa Road NE, Keizer, Oregon no later than 4 pm, Monday, March 2, 2026. Attach a signed entry form to each submission. Entry forms are available for download on this website or may be picked up at the Keizer Civic Center office.

Terms of Agreement

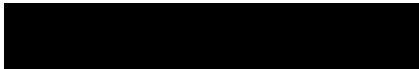
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competition theme. The artist with the winning entry will be notified by email or phone no later than March 25, 2026.

2. The artist hereby grants an irrevocable license to use the work for the purpose of reproduction on the 2026 City of Keizer Holiday Greeting Card to be widely distributed and to appear in media publication related to the competition. The artist will retain authorship and intellectual property rights for each work submitted. Artwork containing religious symbols or words (such as a general holiday), advertisements, including business logos, and / or licensed characters will not be considered. Photo entries shall not include images of persons except at a distance. Selected entries will be displayed in the Keizer Civic Center from December 1, 2026 to January 5, 2027.
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 - I have read and agree to the above terms. This document constitutes a contract between myself and the City.
 - I certify that the work submitted is an original work of authorship and that intellectual property rights of this work belong to me, the original artist.
 - I agree to defend and indemnify the City, its employees, officers and agents against any direct or indirect claim, including, but not limited to claims that use of the artwork by City is illegal or in violation of any rights.

(Section Break)

First & Last Name	
Email	
Phone Number	
Address	
City, State, Zip	Keizer
My art is titled	Christmas on the farm
My art was completed on (month and year)	12/2025
Specification of Art - Type (medium) of art	Watercolor

Specification of Art - Exact size of art	11by14
Specification of Art - Notes or special remarks	jpg
Are you at least 18 years of age?	Yes
If you're under age 18, please list your parent's names.	<i>Field not completed.</i>
If you're under age 18, please provide a phone number and email address for your parents.	<i>Field not completed.</i>
If you are the winning entrant, do you agree to license the City of Keizer to use your original artwork as stated in this agreement?	Yes
Please type the way you want your name to be printed	
Do you agree to the Terms of Agreement?	Yes
Please Attach Your Artwork.	Christmas on the farm.jpg

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Wilson, Dawn

From: noreply@civicplus.com
Sent: Monday, November 24, 2025 10:42 PM
To: Wilson, Dawn
Subject: Online Form Submittal: Keizer Holiday Public Arts Commission Holiday Card Competition - Application

Follow Up Flag: Follow up
Flag Status: Flagged

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(Section Break)

First & Last Name	
Email	
Phone Number	
Address	
City, State, Zip	Keizer Or 97303
My art is titled	Hanging stocking on fireplace
My art was completed on (month and year)	11-2025

Specification of Art - Type (medium) of art	watercolor, pen and inkq
Specification of Art - Exact size of art	11by14
Specification of Art - Notes or special remarks	none
Are you at least 18 years of age?	Yes
If you're under age 18, please list your parent's names.	<i>Field not completed.</i>
If you're under age 18, please provide a phone number and email address for your parents.	<i>Field not completed.</i>
If you are the winning entrant, do you agree to license the City of Keizer to use your original artwork as stated in this agreement?	Yes
Please type the way you want your name to be printed	
Do you agree to the Terms of Agreement?	Yes
Please Attach Your Artwork.	Christmas stocking hanging.jpg

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Wilson, Dawn

From: noreply@civicplus.com
Sent: Friday, January 16, 2026 1:27 PM
To: Wilson, Dawn
Subject: Online Form Submittal: Keizer Holiday Public Arts Commission Holiday Card Competition - Application

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(Section Break)

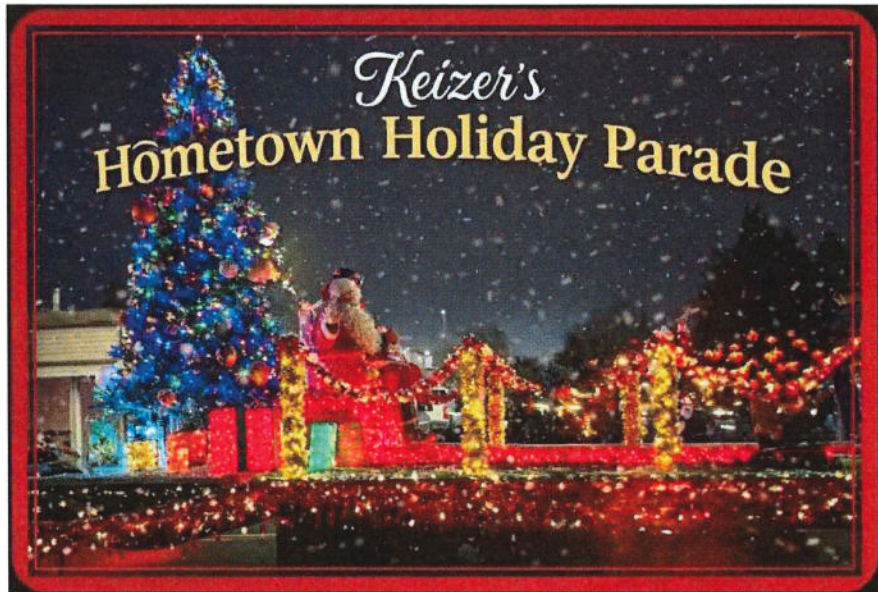
First & Last Name	[REDACTED]
Email	[REDACTED]
Phone Number	[REDACTED]
Address	[REDACTED]
City, State, Zip	Keizer, Oregon 97303
My art is titled	Keizer's Holiday Parade
My art was completed on (month and year)	2026

Specification of Art - Type (medium) of art	Digital
Specification of Art - Exact size of art	4" x 6"
Specification of Art - Notes or special remarks	2026 Holiday Parade
Are you at least 18 years of age?	Yes
If you're under age 18, please list your parent's names.	<i>Field not completed.</i>
If you're under age 18, please provide a phone number and email address for your parents.	<i>Field not completed.</i>
If you are the winning entrant, do you agree to license the City of Keizer to use your original artwork as stated in this agreement?	Yes
Please type the way you want your name to be printed	
Do you agree to the Terms of Agreement?	Yes
Please Attach Your Artwork.	2026 Holiday Card Entry-Holiday Parade.docx

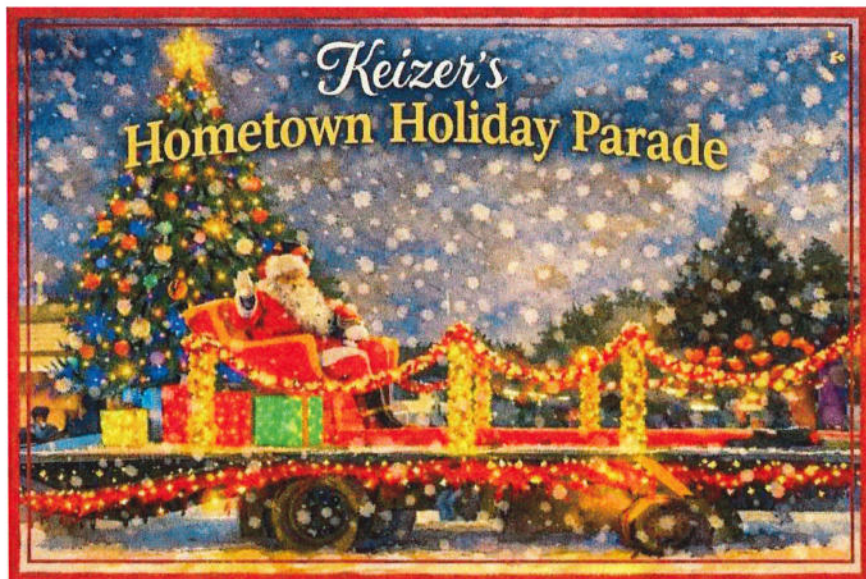
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My Original photograph



Text and frame added



Water Color effect application added



My Original photograph



Text and frame added



Water Color effect application added

Wilson, Dawn

From: noreply@civicplus.com
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Follow Up Flag: Follow up
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(Section Break)

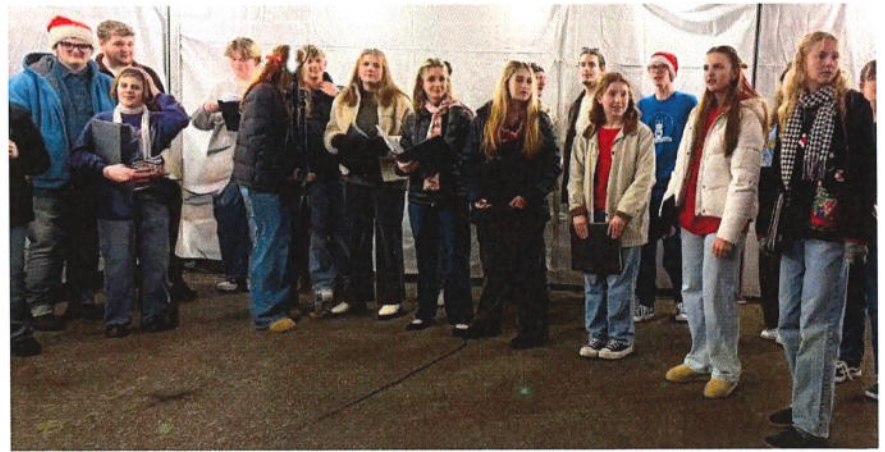
First & Last Name	[REDACTED]
Email	[REDACTED]
Phone Number	[REDACTED]
Address	[REDACTED]
City, State, Zip	Keizer, OR 97303
My art is titled	Caroling in Holiday Glow in Keizer
My art was completed on (month and year)	2026

Specification of Art - Type (medium) of art	Digital Art
Specification of Art - Exact size of art	4" X 6"
Specification of Art - Notes or special remarks	Christmas tree lighting with McNary Choir
Are you at least 18 years of age?	Yes
If you're under age 18, please list your parent's names.	<i>Field not completed.</i>
If you're under age 18, please provide a phone number and email address for your parents.	<i>Field not completed.</i>
If you are the winning entrant, do you agree to license the City of Keizer to use your original artwork as stated in this agreement?	Yes
Please type the way you want your name to be printed	
Do you agree to the Terms of Agreement?	Yes
Please Attach Your Artwork.	2026 Holiday Card Entry-Tree Choir.docx

Email not displaying correctly? [View it in your browser.](#)



Original Tree Picture



McNary Choir original picture



Finished card with a watercolor application



Original Tree Picture



McNary Choir original picture



Finished card with a watercolor application

Wilson, Dawn

From: noreply@civicplus.com
Sent: Tuesday, March 3, 2026 7:29 AM
To: Wilson, Dawn
Subject: Online Form Submittal: Keizer Holiday Public Arts Commission Holiday Card Competition - Application

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Call to Artists - Share Your Holiday Spirit!

The Keizer Public Arts Commission exists to bring public art into our community. The commission invites artists of all ages to submit artwork which expresses the holiday season in Keizer for the 2026 Holiday Card Competition. One piece of artwork will be selected by the Keizer Public Arts Commission through an anonymous review process, with the selected artist's name released following the selection, to be reproduced as the City of Keizer's 2026 Holiday Greeting Card.

The artist who submits the winning selection will receive a \$100 gift card to Michaels® Arts and Crafts. Submit your entries to Dawn Wilson at the Keizer Event Center office located at 930 Chemawa Road NE, Keizer, Oregon no later than 4 pm, Monday, March 2, 2026. Attach a signed entry form to each submission. Entry forms are available for download on this website or may be picked up at the Keizer Event Center office.

Terms of Agreement


1. Submissions may be new works of art created for the competition or past works for which the artist has full rights to their work (i.e. the submitted work must not have been created under a work-for hire contract). The winning entry will be selected by the Keizer Public Arts Commission based

on established guidelines for public art in Keizer and relevance to the competition theme. The artist with the winning entry will be notified by email or phone no later than March 25, 2026.

2. The artist hereby grants an irrevocable license to use the work for the purpose of reproduction on the 2026 City of Keizer Holiday Greeting Card to be widely distributed and to appear in media publication related to the competition. The artist will retain authorship and intellectual property rights for each work submitted. Artwork containing religious symbols or words (such as a general holiday), advertisements, including business logos, and / or licensed characters will not be considered. Photo entries shall not include images of persons except at a distance. Selected entries will be displayed in the Keizer Civic Center from December 1, 2026 to January 5, 2027.
3. Submitted work must be flat and proportional to the printed card size (4 by 6 inches). A photograph of a three-dimensional work may be submitted. Low resolution (72 to 180 dpi) images will not be considered. If the original work is larger than 8 by 1 inches, please provide a high resolution (300 dpi) digital copy of the work. Artwork which is not proportional to the finished card size will be cropped at the commission's discretion. All submissions must be picked up at the Keizer Event Center by January 12, 2026. Items not picked up by that time will be discarded. The City of Keizer will not be held responsible for loss or damage to the original artwork submitted. Compensation includes attribution and a \$100 Michaels® Arts and Crafts gift card only.
 - I have read and agree to the above terms. This document constitutes a contract between myself and the City.
 - I certify that the work submitted is an original work of authorship and that intellectual property rights of this work belong to me, the original artist.
 - I agree to defend and indemnify the City, its employees, officers and agents against any direct or indirect claim, including, but not limited to claims that use of the artwork by City is illegal or in violation of any rights.

(Section Break)

First & Last Name	[REDACTED]
Email	[REDACTED]
Phone Number	[REDACTED]
Address	[REDACTED]
City, State, Zip	Salem
My art is titled	Beaver Blessings
My art was completed on (month and year)	March 2nd 2026
Specification of Art - Type (medium) of art	Color version: ink markers plus B&W version: ballpoint pen

Specification of Art - Exact size of art	4.25" by 6"
Specification of Art - Notes or special remarks	Please note that this original beaver character can be designed any other way. I still have the original beaver sketch, so I could also craft him digitally or use other physical medias such as watercolors or colored pencils.
Are you at least 18 years of age?	Yes
If you're under age 18, please list your parent's names.	<i>Field not completed.</i>
If you're under age 18, please provide a phone number and email address for your parents.	<i>Field not completed.</i>
If you are the winning entrant, do you agree to license the City of Keizer to use your original artwork as stated in this agreement?	Yes
Please type the way you want your name to be printed	
Do you agree to the Terms of Agreement?	Yes
Please Attach Your Artwork.	PXL_20260302_223245023.jpg

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TE
E
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Warmest Wishes this Season

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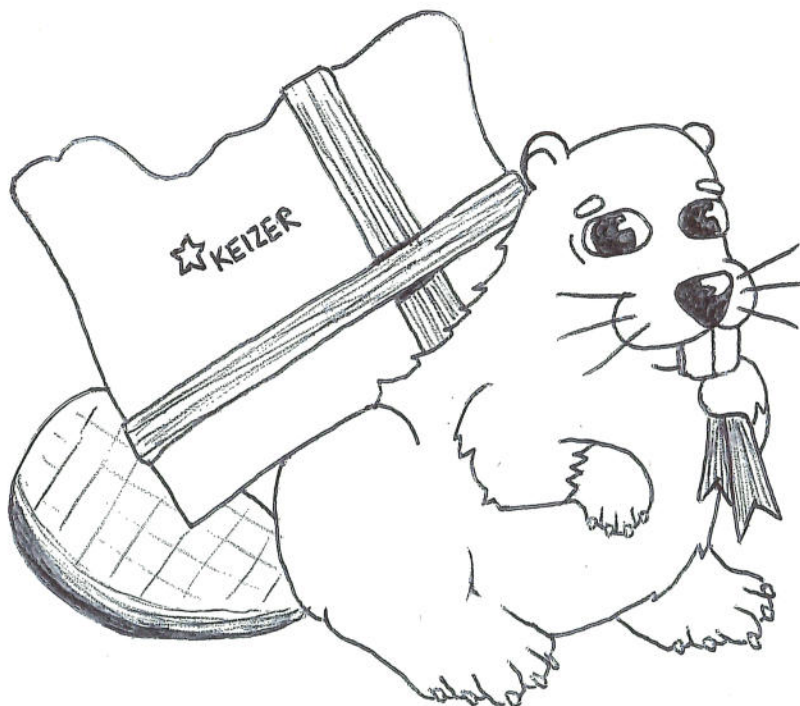
Submitted by:

[Redacted name]

[Redacted address]

on March 2nd, 2026

W.E. 26
Jm





Submitted by:

[Redacted]

[Redacted]

[Redacted]

on March 2nd, 2026

Wilson, Dawn

From: noreply@civicplus.com
Sent: Friday, February 6, 2026 4:23 PM
To: Wilson, Dawn
Subject: Online Form Submittal: Student / Emerging Artist Submission Form

CAUTION: This email originated from **Outside Your Organization. Exercise caution when opening attachments or on clicking links from unknown senders. Please **contact Information Technology for assistance**.**

Student / Emerging Artist Submission Form

Art Gallery Display

The Keizer Public Arts Commission exists to bring public art into our community. The commission invites artists of all ages to submit artwork for display at the Community Art Gallery located at 930 Chemawa Road NE, Keizer, Oregon.

Please list the pieces you wish to display, their size, the purchase price (or NFS if they are not for sale), and attach photographs. Please also include an optional Biography for the Keizer Public Arts Commission to learn more about you.

Utility Box Wraps

The Keizer Public Arts Commission also invites artists of all ages to submit artwork to be wrapped around utility boxes in Keizer, Oregon. Please list the pieces you wish to be utility box wraps and attach photographs. Please also include an optional Biography for the Keizer Public Arts Commission to learn more about you.

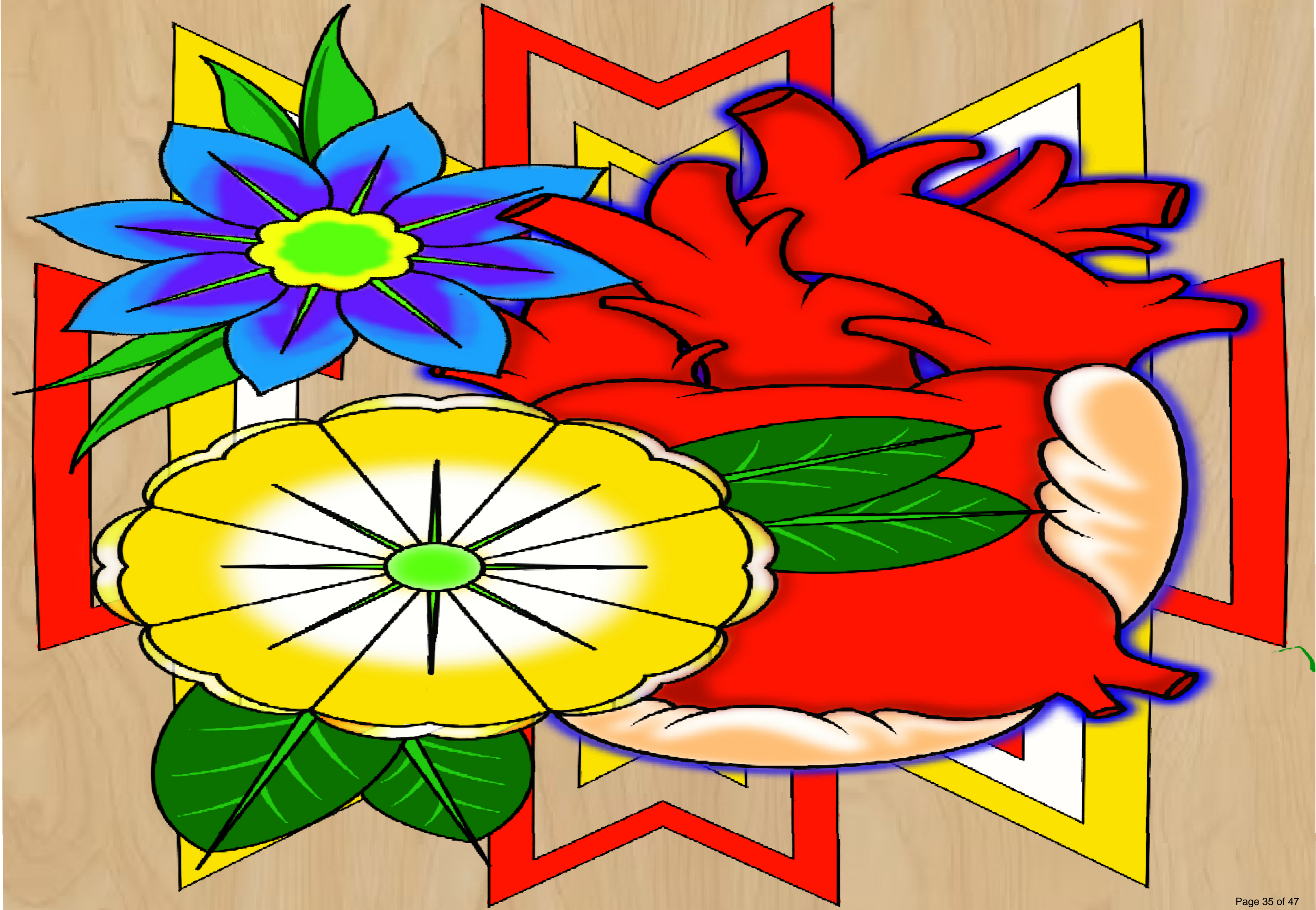
Important: If the Commission chooses your artwork, then you would need to electronically provide your artwork (digitalized pattern) in a high enough resolution and aspect ratio for it to be printed in a large scale so that it could be wrapped around a utility box. The resolution needs to be at least 600 dpi. Generally, the print area size should be close to 115.5 inches wide and 58 inches tall. The aspect ratio varies a little depending upon the age of the utility boxes.

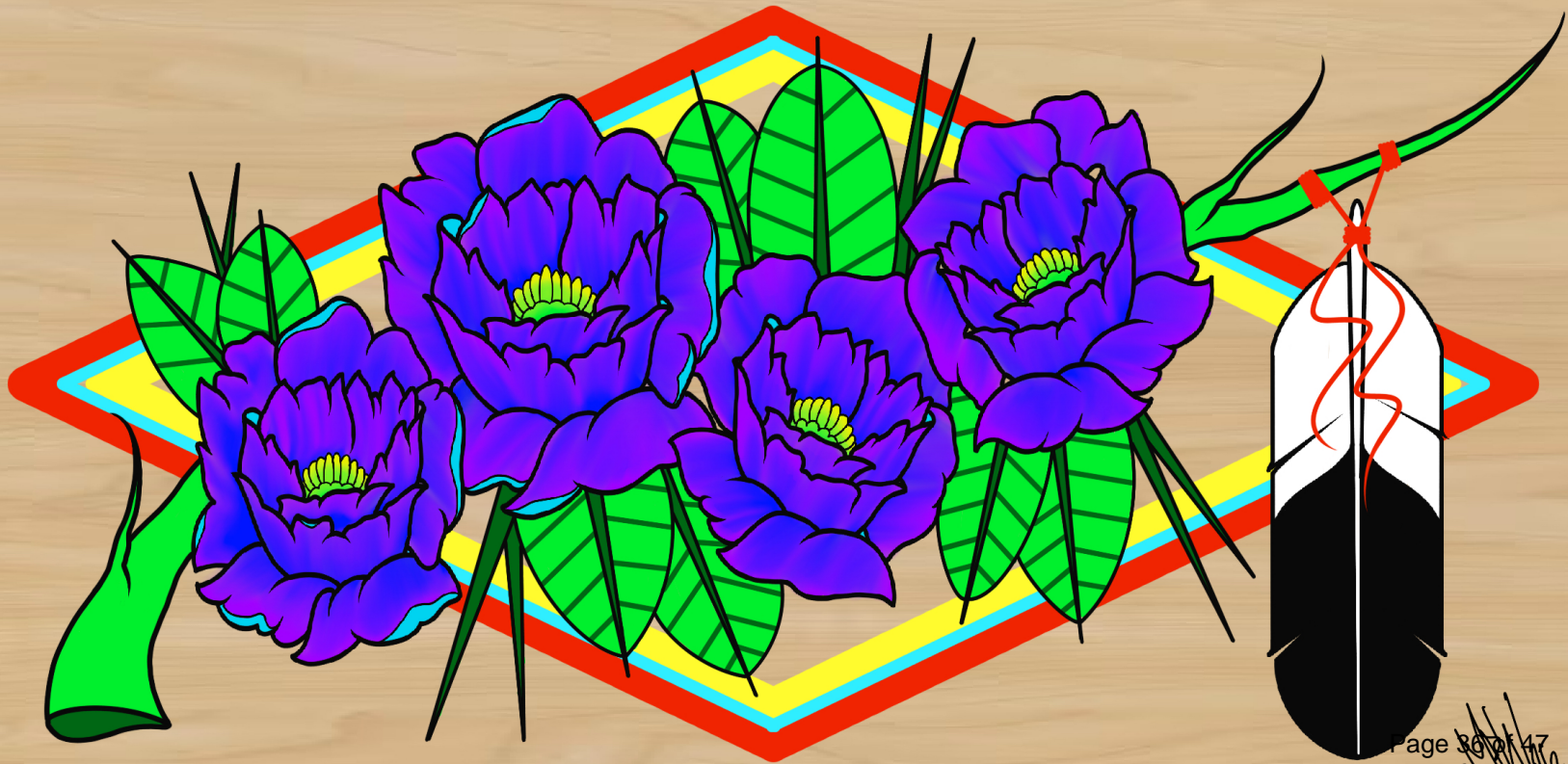
If the Keizer Public Arts Commission has accepted your artwork to be wrapped around a utility box in Keizer and provided that your artwork conforms to the above specifications, you would enter into a contract with the City for the City to purchase your electronic design for \$200.

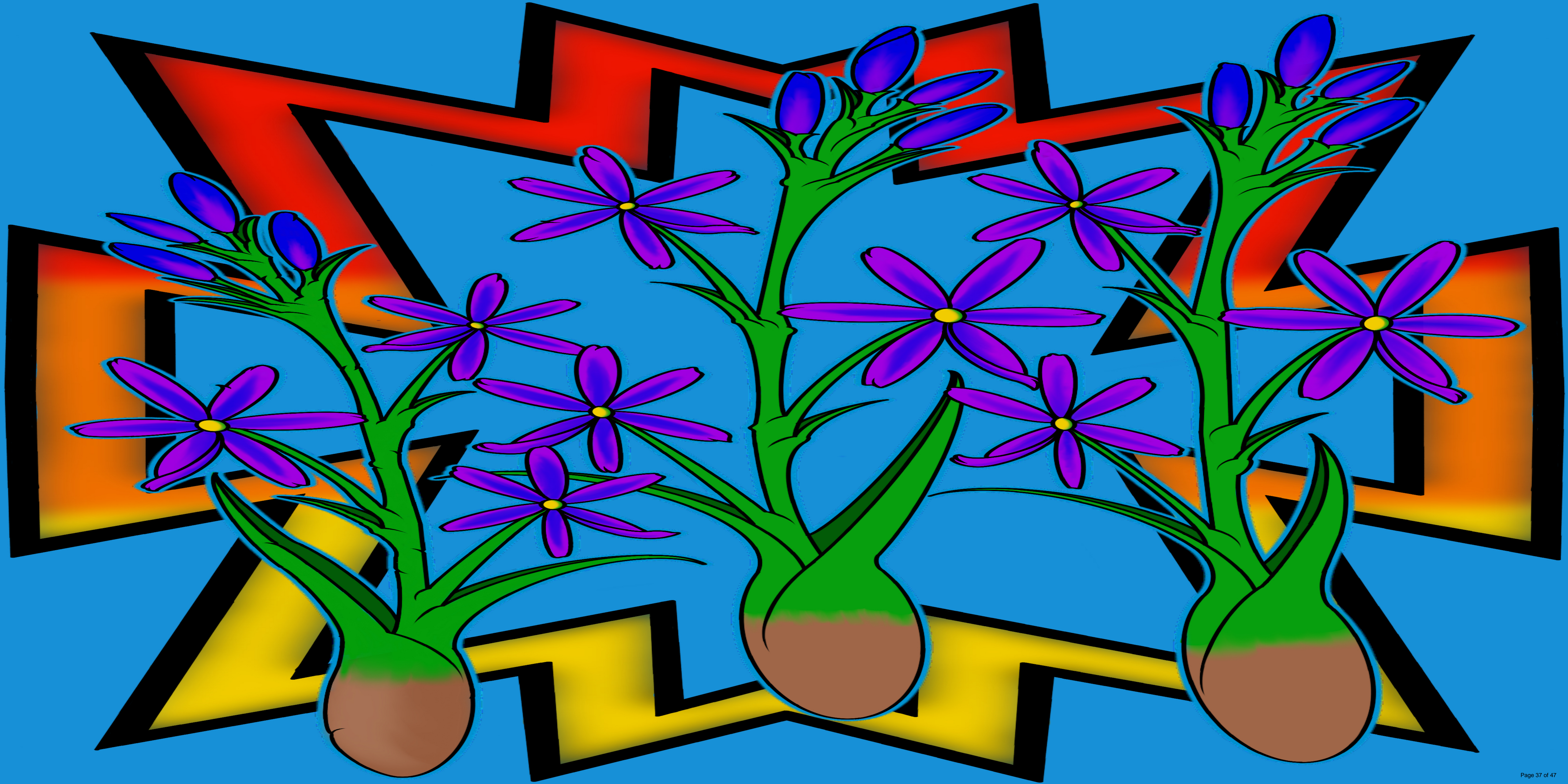
Additionally, the wraps cost around \$1,000, and anyone could sponsor a wrap.

Art Gallery Display or Utility Box Wrap?	Utility Box Wrap
Do you have a Sponsor for the Utility Box Wrap? If yes, please provide name, phone number, and email address.	No.
Artists' First Name	Malcohm
Artist's Last Name	Pascua-ONeill
Phone	[REDACTED]
Email	[REDACTED]
Address	[REDACTED]
City	Salem
State / Province	Oregon
Biography (optional)	I am an Indigenous Artist born and raised on the Rocky Boy Indian reservation in northern Montana. My art blends traditional plains Indians art and designs with contemporary feel.
Name, Dimension, Price	Hearts Of Tradition Digital rendering
Photo	Hearts Of Tradition.PNG
Name, Dimension, Price	Wildflower Prayers Digital Rendering
Photo	Wildflower Prayers.PNG
Name, Dimension, Price	<i>Field not completed.</i>
Photo	<i>Field not completed.</i>
Name, Dimension, Price	<i>Field not completed.</i>
Photo	<i>Field not completed.</i>

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Wilson, Dawn

From: no-reply@services.evo.cloud
Sent: Wednesday, September 10, 2025 12:52 PM
To: Wilson, Dawn
Subject: Student/Emerging Artist Submission Form - New Form Submission for Keizer, Oregon
Attachments: file_00000000a34c61f88468b798eb4095e3.png

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A new submission has been received for Student/Emerging Artist Submission Form at 09/10/2025 12:51 PM

Art Gallery Display or Utility Box Wrap?:

Art Gallery Display:

Utility Box Wrap: Utility Box Wrap

Do you have a Sponsor for the Utility Box Wrap? If yes, please provide name, phone number & email address.: I don't

Artists' First Name: Mario

Artist's Last Name: Salazar

Phone: [REDACTED]

Email: [REDACTED]

Address: [REDACTED]

City: Salem

State/Province: OR

Biography (optional) - No more than 200 words.: Emerging artist, new in town, looking for opportunities to express the beauty of this area.

Name, Dimension, Price: Name of the this piece it's : coexisting community. I can adjust the dimensions to the box size, I can give this art piece for free, even hand painted I just dont have money to spend on this right now.

Photo: file_00000000a34c61f88468b798eb4095e3.png

Name, Dimension, Price:

Photo: No File Uploaded

Name, Dimension, Price:

Photo: No File Uploaded

Name, Dimension, Price:

Photo: No File Uploaded



Wilson, Dawn

From: Lore Christopher [REDACTED]
Sent: Wednesday, February 4, 2026 12:24 PM
To: [REDACTED]
Cc: mhsang@aol.com; Wilson, Dawn
Subject: NEW COMMISSION \$200
Attachments: Red Haired female rider.png

CAUTION: This email originated from Outside Your Organization. Exercise caution when opening attachments or on clicking links from unknown senders. Please contact Information Technology for assistance.

Hi Brigitte...

Attached is the concept art for a utility Box Wrap...

Hersch Sangster (copied here) is the sponsor for this box. We need this concept finessed to a finished product that will work on a utility box.

We will add Hersch's information as sponsor and a QR code, (probably to register for the Monster Cookie ride) and your name and website as the artist.

The female rider is Hersch's wife, Mary Ann. She has beautiful auburn red hair so that must be shown.

There are no time constraints on this project, but we would like it installed this year BEFORE the race.

Once Hersch approves the final, you will submit to Dawn (copied here) for payment by the City of Keizer and to schedule installation.

Dawn, please include this concept art for approval in the next KPAC meeting. Thank you

Lore Christopher
6630 Craftsman Loop N
Keizer, OR 97303
503-910-4439
Chrisfam1@msn.com



MONSTER COOKIE

BICYCLE RIDE

Since 1977



KEIZER • OREGON



City of Keizer

Phone: (503) 390-3700 • Fax: (503) 393-9437
930 Chemawa Rd. N.E. • P.O. Box 21000 • Keizer, OR 97307-1000

February 12, 2026

Dear Keizer Volunteers,

Re: Input Requested – Development of a Volunteer Attendance Policy

The Volunteer Coordinating Committee (VCC) noticed that meeting attendance has sometimes been low enough to make achieving a quorum a close call.

While all committee resolutions include a 75% attendance requirement, there's currently no guidance on how to handle absenteeism. The VCC would like to develop a policy to provide clarity and support for all volunteers.

At our recent meeting, the VCC discussed the following draft suggestions:

1. Define an attendance concern as either missing two consecutive meetings or falling below 75% attendance over 12 months.
2. If issues arise, the City Recorder's Office will contact the member to discuss their commitment and emphasize the importance of attending meetings.
3. The member's response and any decisions will be communicated to the committee chair.
4. Attendance tracking by the City Recorder's Office will occur only when clear issues arise, not routinely for all members.
5. Members should provide 48-hour notice whenever possible if they cannot attend.

We would love to hear your thoughts. Please share any suggestions or ideas your committee may have.

Feedback from each Keizer committee will be reviewed by the VCC at our next meeting.

Thank you for your dedication and helping us shape a fair and supportive attendance policy.

~The Volunteer Coordinating Committee

“Pride, Spirit and Volunteerism”

Wilson, Dawn

From: Wilson, Dawn
Sent: Wednesday, January 21, 2026 12:21 PM
Subject: VCC - History on the origination of the 75% attendance rate

Good afternoon, VCC members,

At your last meeting the question of where the 75% attendance rate rule originated.

The rule started in 2003 when there was a committee that had at least one member that did not show up since the late 90's and did not resign. There wasn't any language in the resolutions allowing the Council to remove members from positions so another volunteer could fill the position.

Additionally, the Bikeways Committee and the Traffic Safety Commission constantly had quorum issues to where those meetings had to be cancelled due to not having a quorum. Back in 2003, Mayor Clark and two other City Councilors thought there needed to be a rule in the resolution that addressed members with absenteeism issues—and they also thought that if they combined the two committees, there would be a better attendance rate.

As such, Chair Herb will ask the Council at the Feb. 2nd meeting if they'd like to see the VCC work on adding procedural language to the Resolutions.

Thank you,

Dawn M. Wilson, CMC

Deputy City Recorder

City of Keizer

930 Chemawa Road NE

Keizer, OR 97303

<https://www.keizeror.gov/>

Phone: 503.856.3418

Fax: 503.393.9737



1 CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

2
3 Resolution R2025- 3544

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5
6 **AMENDING THE KEIZER PUBLIC ARTS COMMISSION (KPAC);**
7 **AMENDING RESOLUTION NO. R2015-2552; REPEAL OF**
8 **RESOLUTION NO. R2020-3059**
9

10
11 WHEREAS, the Council established a Keizer Public Arts Commission by
12 Resolution No. R2015-2552 on March 16, 2015;

13 WHEREAS, the City Council amended such Resolution by Resolution No.
14 R2020-3059;

15 WHEREAS, the changes made by Resolution No. R2020-3059 are fully
16 incorporated into this Resolution and Resolution R2020-3059 should therefore be
17 repealed;

18 WHEREAS, the City Council wishes to amend the membership section of the
19 Commission to remove a City Council voting member;

20 NOW, THEREFORE,

21 BE IT RESOLVED by the City Council of the City of Keizer that Resolution
22 No. R2015-2552 is hereby amended by replacing Appendix "A", which is attached
23 hereto and by this reference incorporated herein.

24 BE IT FURTHER RESOLVED that Resolution R2020-3059 is hereby repealed
25 in its entirety.

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

3 PASSED this 18th day of February, 2025.

4
5 SIGNED this 18th day of February, 2025.

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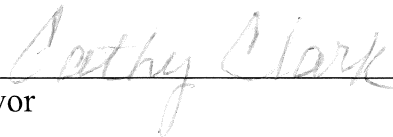
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11


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14



Mayor



City Recorder

Appendix “A”
City Council Commission

Name: Keizer Public Arts Commission (KPAC)

Purpose: The Commission will serve in an advisory capacity to the City Council on the management, execution, installation, or placement of Public Art and Public Murals. The Commission will advise the City Council with establishing policies relating to the Public Art Program. The Commission will review, evaluate, select, and document all Public Art and Public Murals within the City except for exhibitions at the Keizer Community Center involving student and Keizer Art Association art shows. Except for student and Keizer Art Association art shows at the Keizer Community Center, the Commission will have final approval on the selection of Public Art and Public Murals within the City.

The Commission will establish policies and criteria on which to base review and selection of Public Art and Public Murals. The criteria shall include, but are not limited to, artistic quality, originality, context, permanence, diversity, feasibility, scale and community support. At a minimum, the policies for the placement of Public Art shall include any policies adopted by City Council Ordinance or Resolution.

The Commission may recommend a budget with estimated expenditures and/or income associated with the Public Art Program to the Finance Director no later than February 28 each year for the ensuing fiscal year, however it is anticipated that there will be little or no net cost to the City after donations.

Membership: The Commission will consist of seven (7) voting members comprised of citizen-at-large members, however it is recommended that two of the citizen-at-large members have experience, training or expertise in the visual arts, art history, art criticism, or art education. The seven (7) citizen-at-large members shall be appointed as outlined by the City Council Rules of Procedure and relevant statutory requirements. The Council will appoint a non-voting Council liaison to the Commission. The Council may appoint a non-voting Youth liaison to the Commission pursuant to the Council Rules of Procedure. The Commission will be staffed by non-voting staff liaisons to be appointed by the City Manager.

Term of Office: Each member shall be appointed for a three year term, except for the initial terms. The initial terms shall be staggered so that not more than three will expire in the same year. Members may be reappointed.

Chair and Vice-Chair: The Commission shall elect a Chair and Vice-Chair at the first meeting of each calendar year.

Meetings: Members of the Commission shall establish a regular meeting date and shall meet as deemed necessary by the Chair. All meetings of the Committee shall follow Roberts Rules of Order Newly Revised and the Oregon Public Meeting Laws.

Attendance: It is the duty of each member to attend at least 75% of the meetings each calendar year. When a member is unable to attend a meeting, the member shall notify the Chair. Members of the Committee may be removed by a two-thirds majority vote of the City Council.