



**MINUTES
KEIZER CITY COUNCIL**

**Monday, March 2, 2026
Robert L. Simon Council Chambers
930 Chemawa Road NE
Keizer, Oregon**

CALL TO ORDER

Mayor Clark called the meeting to order at 6:04 p.m.

ROLL CALL

Roll call was taken as follows:

Present:

Cathy Clark, Mayor
Shaney Starr, Council President
Soraida Cross, Council Vice
President via Zoom
Kyle Juran, Councilor
Daniel Kohler, Councilor
Lore Christopher, Councilor
Felicia Guphill, Youth Councilor

Staff:

Adam Brown, City Manager
Tim Wood, Assistant City Manager
Joseph Lindsay, City Attorney
Keare Blaylock, Public Works Director
Andrew Copeland, Police Chief
Melissa Bisset, City Recorder

Absent:

Marlene Parsons, Councilor

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

SPECIAL ORDERS OF BUSINESS

Council President Starr moved to suspend the Rules. Councilor Kohler seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross and Parsons (2)

Council President Starr moved that Councilor Cross be allowed to appear electronically tonight. Councilor Kohler seconded.

Mayor Clark noted that it was deemed important that Councilor Cross appear electronically.

Mayor Clark made a friendly amendment that Councilor Cross attend electronically and be considered "in attendance" (Council Rules of Procedure Section 3.10 - Attendance Duty)

The mover and seconder approved.

Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross and Parsons (2)

a. Proclamation: National Disabilities Awareness Month and National Disability Employment Awareness Month

Grace Kilgore, Essential Services, LLC., shared about their program and partnership with The Rec.

Mayor Clark read the Proclamation recognizing March as National Disabilities Awareness Month and National Disability Employment Awareness Month. She presented the proclamation to Ms. Kilgore.

COMMITTEE REPORTS

a. South East Keizer Neighborhood Association Annual Report

Don Davis, Secretary, of the South East Keizer Neighborhood Association (SEKNA) summarized the Annual Report. Councilor Kohler commented on the great work and progress of SEKNA and thanked Mr. Davis for their work. There were comments about the great work of Ken Gierloff. There was a suggestion to provide recognition for Ken Gierloff in Ben Miller Park. Mr. Davis shared that he was instrumental in the Park.

Council President Starr moved the City Council accept the report of the South East Keizer Neighborhood Association and extend recognition to the South East Keizer Neighborhood Association for an additional year. Councilor Kohler seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Parsons (1)

b. Volunteer Coordinating Committee Recommendation for Keizer Public Art Commission (KPAC)

City Recorder Melissa Bisset summarized the staff report.

Council President Starr moved the City Council accept the recommendation of the Volunteer Coordinating Committee and appoint Mario Salazar to Position #1 and Stacy Madsen to Position #6 on the Keizer Public Arts Commission for terms expiring June 30, 2028. Councilor Kohler

seconded.

Councilor Christopher shared that both candidates were worth the wait. She shared about their background, commenting that they would be terrific.

Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Parsons (1)

Chair Mike De Blasi, Multi-Model Safety Committee, shared about their most recent meeting, which included a discussion about speeding and protected crosswalk locations. Mr. De Blasi commented on the street sweeper and how it impacts bike lanes. There would be a Joint Work Session with the City Council and Multi-Model Safety Committee. There was a suggestion to discuss the savings from the Verda Oregon Department of Transportation (ODOT) project.

Youth Councilor Guptill shared that the Keizer Homegrown Theatre was doing a play in honor of Women's History Month. There would also be a Betsy Ross Play, which was the part that Ms. Guptill was playing, at the Victory Academy Learning Pod.

PUBLIC COMMENTS

There were no public comments. Written comments from Dennis Salazar and Bill Kincaid were acknowledged for the record.

CONSENT CALENDAR

- a. **Approval of February 17, 2026 Regular Session Minutes**
- b. **RESOLUTION - Authorizing the City Manager to Award and Enter Into a Contract with Koch Excavation Inc. for Bob Newton Park Sports Court, Sidewalks and Parking Project**

Council President Starr moved that the Keizer City Council approve the Consent Calendar.

Councilor Kohler seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Parsons (1)

PUBLIC HEARINGS

- a. **RESOLUTION - Authorizing City Manager to Sign Sale Agreement and Receipt for Earnest Money with C4M Investments, LLC (782 Olson)**

Mayor Clark opened the Public Hearing.

City Manager Adam Brown summarized the staff report.

City Attorney Lindsay explained the history of the property.

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

Council President Starr moved to adopt Resolution R2026- Authorizing City Manager to Sign Sale Agreement and Receipt for Earnest Money With C4M Investments, LLC (782 Olson). Councilor Kohler seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Parsons (1)

ADMINISTRATIVE ACTION

a. RESOLUTION - Amending Volunteer Coordinating Committee's Process for Appointments to City Council Committees; Repeal of Resolution R2023-3424

City Recorder Melissa Bisset summarized the staff report. Chair Jane Herb, Volunteer Coordinating Committee (VCC), explained the voting process and the impact when there were multiple positions open for the same committee. The VCC felt it was better if both positions were voted on one ballot for up to the number of open positions. During the interview, they would ask candidates what their preferences were for the term length. The VCC would then decide where the winning candidates were placed.

Councilor Kohler added that a lot of thought and work went into the proposal over several meetings.

Mayor Clark felt that it was important to include "no recommendation" on the ballot and would be making a suggestion on the language.

Council President Starr moved to adopt Resolution R2026- Amending Volunteer Coordinating Committee's Process for Appointments to City Council Committees; Repeal of Resolution R2023-3424. Councilor Kohler seconded.

Mayor Clark proposed an amendment under Voting 5.b. to change the language to include: "If a candidate receives a majority of members present votes, they shall be forwarded to the City Council for consideration."

The mover and seconder agreed.

Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Parsons (1)

b. Approval of the Community Diversity Engagement Committee Rack Cards

Assistant City Manager Tim Wood summarized the staff report. It was suggested that the rack cards have the formal names of the Committees and that they include the Budget Committee.

Council President Starr moved the City Council to approve the Community Diversity Engagement

Committee rack cards with the changes as discussed. Councilor Kohler seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Parsons (1)

c. Amphitheatre Use Fee Waiver - 2026 Keizer Rapids Summer Sounds Concert Series

Assistant City Manager Tim Wood summarized the staff report. Discussion followed regarding the dates and alcohol approval process.

Council President Starr moved the City Council approve the waiver of amphitheater use fees in the amount of \$3,675 for Valor Mentoring's 2026 Keizer Rapids Summer Sounds Concert Series. Councilor Kohler seconded.

It was noted that the fees included the electricity.

Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Parsons (1)

d. Vegetated Stormwater Facility Bridges

Public Works Director Keare Blaylock summarized the staff report.

Council President Starr moved the City Council extend the moratorium on the enforcement order requiring residents on Lydia Street to remove the bridges constructed in the public right-of-way, not to exceed 180 days. Councilor Kohler seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Parsons (1)

e. RESOLUTION — Adopting Tree Removal and Planting Tree Application Permit Fee

Public Works Director Keare Blaylock summarized the staff report. Discussion ensued regarding when the fee would be charged. There was a question about how many trees fall under the new code. City Attorney Lindsay explained that if a tree was not being replanted, then money could go into a fund for replanting trees.

Ms. Blaylock shared that when trees rot or damage sidewalks, the street team would remove the tree, grind the stump, and then the sidewalk repair and replanting would be completed by the property owner. Ms. Blaylock confirmed that the proposed fee of \$75 was to help cover the administrative costs of the associated tree assessments.

Discussion ensued regarding exemptions, how hazardous trees were handled, and permissions behind the permitting. There was a consensus for staff to review the Ordinance, the enactment of

the Ordinance in terms of any fee schedule, and bring the Resolution back to the Council at a future meeting.

OTHER BUSINESS

City Manager Brown shared that Marion County Soil and Water Conservation District requested to come and speak at a future City Council meeting. The Council preferred a public comment of five minutes followed by a question and answer session.

Chief Copeland shared that the Police Department was applying for a grant related to high-tech virtual reality training scenarios and overtime for the training.

Council President Starr moved to suspend the rules to take up the matter of writing a letter of support for this grant application. Councilor Kohler seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Parsons (1)

Council President Starr moved that the Keizer City Council write a letter of support for Keizer Police Department's grant application for the virtual reality training system. Councilor Kohler seconded.

Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Parsons (1)

Mayor Clark shared that there were three bills that she asked for support of the City Council:

- Senate Bill (SB) 1517 A with -11 or the -15 amendment for the reinstatement of the validity of liability waivers for recreational immunity. There was no objection to Mayor Clark notifying the League of Oregon Cities (LOC) and the Oregon Mayors Association (OMA) that the City would support this bill.

There was a suggestion for the Council to have a legislative committee in the future.

- House Bill (HB) 4161 for the Hot Dog Bill, regarding no longer looking at food and beverage during meetings as part of the volunteers' compensation. The LOC had been working with the Oregon Government Ethics Commission (OGE) to make this a non-issue, like it used to be. There was no objection to notifying the LOC and OMA to support this bill.
- HB 4177 on the Serial Meeting Law clarification to simplify how the public could participate in advance. There was no objection from Council to share support of HB 4177 with the

LOC and OMA.

Councilor Christopher shared that the Keizer Cultural Center would be putting up a banner recognizing America 250. It would cost \$295 for the banner. The suggestion was to place it on the City Hall building. City Attorney Lindsay explained the related sign code. By consensus, the Council supported placing the sign on the City Hall building, as long as it was in compliance with the sign code.

STAFF UPDATES

City Manager Brown reported there was a request from Keizer Fire District Chief Russell to send the letter for the Federal grant application. The Council had previously authorized the City Manager to provide a letter of support, and so he was able to get it quickly to Fire Chief Russell.

Assistant City Manager Wood reported that there was one week left on the sewer reset for the North side of town.

Chief Copeland shared that the Police Department Report was finalized, and it had been a great team effort. He reported on the events attended and calls for service.

Mayor Clark shared that she received a comment that Community Services Officer (CSO) Ben Crosby had done a great job working with neighbors on getting a large number of vehicles and trailers removed. Chief Copeland commended the work of the CSOs and Public Works staff.

Public Works Director Blaylock shared that the Annual Consumer Confidence Report, on the quality of drinking water, was mailed to the Community and was on the website. Public Works had partnered with the Mid-Willamette Valley Outreach group on the Great Raindrop Scavenger Hunt, which was happening at Keizer Rapids Park and Bush's Pasture Park in Salem. Ms. Blaylock shared about the All Roads Transportation Safety (ARTS) Grant to provide signal upgrades to help with traffic congestion, which would add flashing yellow lights for all 10 intersections that currently don't have the left turn arrows. This grant item would be coming before the Council, as there was a matching amount that would be requested.

City Attorney Joseph Lindsay reported he and the Public Works Director would be meeting with some neighbors on the Vegetative Stormwater Facilities regarding another 180-day moratorium to identify options by working together with them.

COUNCIL MEMBER REPORTS

Mayor Clark and the Councilors each reviewed the events and meetings that they had attended, as well as upcoming events. Mayor Clark and Councilor Cross would work together on recognizing Senator Kim Thatcher for her 20 years of service.

AGENDA INPUT

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 8:33 p.m.

MAYOR:

APPROVED:

Cathy Clark

Dawn Wilson, Deputy City Recorder

Minutes approved: _____