



**MINUTES
KEIZER CITY COUNCIL**

**Monday, May 4, 2026
Robert L. Simon Council Chambers
930 Chemawa Road NE, Keizer, Oregon**

CALL TO ORDER

Mayor Clark called the meeting to order at 6:02 p.m.

ROLL CALL

Roll call was taken as follows:

Present:

Cathy Clark, Mayor
Shaney Starr, Council President
Soraida Cross, Council Vice
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
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

a. Proclamation: Asian American Native Hawai'ian Pacific Islander Heritage Month

Tasi Keener, founder of Paradise of Samoa and Keizer resident, shared about their dance troupe and the artifacts currently on display.

Mayor Clark read the Proclamation recognizing May as Asian American Native Hawaiian Pacific Islander Heritage Month. She presented the Proclamation to Ms. Keener.

COMMITTEE REPORTS (Committees, Neighborhood Associations, Youth Liaison)

David Philbrick, Multi-Modal Safety Committee (MMSC), summarized the recent meeting, highlighting the discussion topics for the upcoming Joint Work Session with the Council and concerns raised by neighborhood associations. There was discussion about the anticipated timeline for the Transportation System Plan (TSP). Planning Director Witham and Public Works Director added that the MMSC would be involved. There was a request to provide a high level

overview of the TSP process to the MMSC.

Tammy Kunz, President of the Greater Northeast Keizer Neighborhood Association (GNEKNA), shared that they were working on a new hybrid model for additional meetings beginning in September.

Youth Councilor Felicia Guptill announced she would be graduating the following week, and May 18th would be her final meeting.

PUBLIC COMMENTS

Mayor Clark acknowledged the written comments from Mickey Walker, Jonathan Thompson, and Anthony Kurt Blanco Jr.

CONSENT CALENDAR

- a. Approval of the April 20, 2026 Regular Session Minutes**
- b. Event Center Use Fee Waiver - Soaring Heights Recovery Homes - Fourth Annual Vision Dinner**
- c. RESOLUTION - Repeal of Petty Cash Funds in Police Department; Repeal of Resolutions R90-490, R2006-1727, and R2006-1730**
- d. RESOLUTION - Amending the Keizer Personnel Policies; Amending Resolution R2025-3549**

Council President Starr moved the City Council approve the Consent Calendar. Seconded by Councilor Kohler. Motion passed unanimously as follows:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

PUBLIC HEARINGS

- a. Text Amendment Case 2026-02: Amending Keizer Code Appendix A (multiple sections) pertaining to child care allowances in order to provide consistency with state law. In addition, amending Section 3.101.04 to correct an identified error in the process for alternative design review for a detached ADU located in a front yard.**

Mayor Clark opened the Public Hearing.

Planning Director Shane Witham summarized the staff report. A document was distributed which updated the definition of Home Occupation to bring it into compliance with State categories. It was clarified that the change should read "Registered Family Child Care Home, a Certified Family Child Care Home or a Child Care Center."

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

Council President Starr moved the City Council approve the proposed amended text amendments and direct staff to prepare an ordinance and findings for adoption of the proposed amendments as

corrected, along with any other identified changes necessary to maintain consistency within the Keizer Code. Councilor Kohler seconded.

It was noted that this was part of the Development Code.

Motion passed unanimously as follows upon first reading:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

ADMINISTRATIVE ACTION

a. RESOLUTION - Naming one of the Athletic Fields Located Within Keizer Rapids Park "Loren's Field" and Authorizing City Manager to Sign Field Naming Sponsorship Agreement with Loren's Sanitation

City Manager Adam Brown summarized the staff report.

Council Vice President Cross appreciated the Americans with Disabilities Act (ADA) parking locations. She was not in favor of a 10-year contract. There was discussion about the various sponsorship opportunities.

It was noted that approximately \$10,000 was required to stitch in the logo. There was a question about the size of the logo. The frame of reference was based on McNary's field. There was a question about the number of logos that would be allowed. Mr. Brown felt that there would be a maximum of 10-12. The funds would be received in year one and year two.

Council President Starr moved to adopt Resolution R2026- Naming One of the Athletic Fields Located Within Keizer Rapids Park "Loren's Field" and Authorizing City Manager to Sign Field Naming Sponsorship Agreement with Loren's Sanitation. Councilor Kohler seconded.

Council Vice President Cross wanted to know about the warranty on the logo and felt it was important that the size of the logo was in the contract.

Motion passed unanimously as follows:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

b. ORDINANCE - Establishing a Franchise Agreement with Forged Fiber 37, LLC for the Provision of Telecommunications Services Within the City of Keizer

City Attorney Joseph Lindsay summarized the staff report. Meridee Pabst, Washougal Wireless Policy Group, explained that AT&T was acquiring some of Luman Technologies Fiber assets. Some of the asset transfers were being delayed to allow time for the team to complete the franchise agreements. Ms. Pabst thanked City staff for their work on putting the Franchise Agreement together. There was no planned construction in the short term, but the company was planning on extending services.

Council President Starr moved to adopt an Ordinance No. 2026- Establishing a Franchise Agreement with Forged Fiber 37, LLC for the Provision of Telecommunications Services Within the City of Keizer. Councilor Kohler seconded. Motion passed unanimously as follows upon first reading:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

c. Keizer Little League Park Budget

City Manager Adam Brown summarized the staff report. It was noted that the budget included projections and that the City had data from Sports Facilities Companies (SFC) for January through March. The next proposed budget from SFC would be discussed during the Budget Committee Meeting.

Council President Starr moved the Keizer City Council approve the budget for Fiscal Year 2026 for the Keizer Little League Park and request staff to bring back a supplemental budget for Fiscal Year 2026. Councilor Kohler seconded. Motion passed unanimously as follows:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

d. Amendment to the Marion County Community Prosperity Initiative Grant

City Manager Adam Brown summarized the staff report. Mr. Brown explained that he had spoken with the County, and County staff felt that the proposed use fit within the scope of the grant.

Council President Starr moved the Keizer City Council allow the City Manager to request an amendment to the Marion County Community Prosperity Initiative Grant Program allocation. Councilor Kohler seconded.

If there were any changes to the grant, Mr. Brown would bring them back to the Council.

Motion passed unanimously as follows:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

e. Police Fee Discussion

City Manager Adam Brown summarized the staff report. Mr. Brown noted that there had been an inquiry about gas tax and that gas tax could not be used on Police Services. The definition of Equivalent Service Unit (ESU) was explained. There was a question about if there had been outreach from the Keizer Chamber to the business community and whether their Government Affairs Committee had discussed the matter. Mr. Brown shared that there would be additional

communication with the Keizer Chamber.

City Attorney Lindsay explained the process and timeline for an advisory vote.

There was a question about discontinuing the discount on apartments in the event of vacancies from July through December.

Mr. Lindsay noted that for fee changes, there would need to be an opportunity for the public to be heard.

There was a question about how many positions would need to be reduced. At least ten positions would need to be eliminated in order to maintain the current level of service if the fee was not increased. The number of positions needed would be dependent upon which positions.

Council Vice President Cross expressed her support for staffing the Police Department.

There was no objection to moving forward with discussing a new rate model specific to Fiscal Year 2026-2027.

There was a suggestion to stop the multi-family discount. Discussion ensued regarding the impact if the discount was eliminated. Assistant City Manager and Finance Director Tim Wood shared that it would be approximately \$200,000. The Long Range Planning Task Force was also supportive of eliminating the multi-family discount. It was noted that the fee could also be collected on Accessory Dwelling Units. However, there was some complexity to the collection. There was a suggestion for staff to look at billing single-family residential doors.

There would be discussion with the Budget Committee.

It was noted that if the rate structure was not changed going into the new fiscal year, positions would be eliminated.

The amount of funds needed was included in the proposed budget.

There was a question about the amount of potential increase in fees at the Volcanoes Stadium. Mr. Brown noted that this was not the intention and that it was an outlier.

Concern was expressed about the third model based on the feedback from the few people who attended the meeting with the Chamber of Commerce, City Manager Brown, and Chief Copeland. Councilor Juran noted that it had not been brought to the Government Affairs Committee.

Mr. Brown shared that he and Chief Copeland would be willing to meet with any group in the community when they wanted to learn more.

Mayor Clark acknowledged that there was no longer a consensus to move forward with a rate increase, so a motion would need to be placed on the table to move forward.

Discussion ensued regarding the increase in apartment doors in the last ten years, as well as a desire from some in the community to be billed electronically and monthly rather than bi-monthly.

Council President Starr moved to direct staff to look at the feasibility of moving to a monthly billing. Councilor Christopher seconded. Motion passed unanimously as follows:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Mayor Clark moved to have the Keizer City Council have the rate conversation about using one of the increased rate structures for the 2026-2027 fiscal year. Council President Starr seconded.

Councilor Christopher confirmed with Assistant City Manager Wood that if the current rate of \$6.90 were used, add to it the ESU's, and have the multi-family rate change, that it would cover the Police payroll with no reductions from July through December of 2026. Councilor Christopher felt that there would then be time to discuss a new model to go into effect in January. She thought an advisory vote would be about which model to choose. She felt that the discussion was about what the fairest way to distribute the cost of police between the residents and businesses.

Mayor Clark was in favor of an increase July 1 but was not okay with a model that cost-shifted everything to the residents.

Councilor Christopher made a friendly amendment to say that the first six months would be at \$6.90 plus ESU for July through December and then whatever rate structure we decide on would begin in January 1st. The friendly amendment was **not accepted** by the mover.

Councilor Christopher moved that the first six months would be at \$6.90 plus ESU for July through December and then whatever rate structure we decide on would begin on January 1st. Seconded by Council Vice President Cross.

There was discussion about the increase for the big box stores.

A roll call vote was taken.

Motion passed as follows:

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

NAYS: Parsons, Clark, and Starr (3)

ABSTENTIONS: None (0)

ABSENT: None (0)

There was a ten-minute bio break at 8:34 p.m. The meeting resumed at 8:44 p.m.

Discussion ensued regarding the variety of businesses. There was consideration for being business-friendly. It was noted that all properties would pay the fees, including schools.

Councilor Christopher moved to adopt recommendation B, which is \$14.34 based on ESUs from the period of time from January through June and that becomes the methodology. Seconded by Council Vice President Cross.

Mayor Clark clarified that the motion would be for 2026/2027 fiscal year, starting January 1st, that the base rate for the Police fee would rise to \$14.34 per ESU.

Councilor Christopher stated that it would be considered every year and that she still wished to go out for an advisory vote. She thought it was a soft entry as they would have six months to budget and plan for it. She felt the ESU model was the fairest model once some adjustments were made to the outlier businesses. It was noted that the Police Fee Task Force recommended the ESU model.

Council President Starr felt that there needed to be more work on the ESU model tiering.

A friendly Amendment was made by Council President Starr that it is conditional on whether we reconvene the Police Fee Task Force or have another work session. The mover and seconder accepted the motion. Motion passed as follows:

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

NAYS: Juran (1)

ABSTENTIONS: None (0)

ABSENT: None (0)

Councilor Kohler moved to **reconsider** the previous motion to set the base rate of \$6.90 from July 1 through December 31, using the ESU methodology. Seconded by Parsons. Motion passed as follows:

AYES: Clark, Kohler, Starr, and Parsons (4)

NAYS: Cross, Christopher, and Juran (3)

ABSTENTIONS: None (0)

ABSENT: None (0)

Mayor Clark announced that tonight's Executive Session meeting would be rescheduled.

It was noted that the reconsidered motion was as follows: "Councilor Christopher moved that the first six months would be at \$6.90, plus ESU for July through December and then whatever rate structure we decide on would begin on January 1st."

There was no consensus to extend the meeting until 9:30 p.m.

Council President Starr moved to extend the meeting until we are done discussing the Police Fee. Seconded by Councilor Kohler. Motion passed as follows:

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

NAYS: Christopher and Cross (2)

ABSTENTIONS: None (0)

ABSENT: None (0)

Councilor Kohler spoke to the reconsideration motion by stating that he didn't feel that the residential rate at \$6.90 with the ESU at \$6.90 would accomplish the goal.

The reconsidered motion: Councilor Christopher moved that the first six months would be at \$6.90 per ESU for July 1 through December 31 and then whatever rate structure we decide on would begin on January 1st. Seconded by Councilor Cross.

A roll call vote was taken.

Motion failed as follows:

AYES: Cross, Juran, and Christopher (3)

NAYS: Parsons, Kohler, Clark, and Starr (4)

ABSTENTIONS: None (0)

ABSENT: None (0)

Councilor Kohler moved that we adopt a rate of \$14.34 for single-family residential and ESU of \$6.90 for the remainder of this year based on a monthly rate rather than an every two-months rate. Mayor Clark seconded.

Mr. Brown asked a clarifying question about the intent of the motion. Mayor Clark shared that if a classification had more than one ESU, it would go into the \$6.90 rate, so two ESU's and up would be at the \$6.90, but the single-family of one ESU would go to \$14.34.

Mayor Clark made a friendly amendment for three and up ESU's. Councilor Kohler accepted the amendment.

Mayor Clark clarified that the motion would be at \$14.34 for one and two ESU's and \$6.90 for three and up ESU's for July 1 through December 31.

With Councilor Kohler's concurrence, Mayor Clark restated that his logic was that the community supports the police services and understands that there was a real cost. Mayor Clark further stated that our businesses would have an increase, but with the lower-rate, the work necessary could be done to understand the tiering more correctly and be able to right-size it for the next calendar year. Councilor Kohler added to that statement that in the meantime, the Council could do the work to place an advisory vote on the ballot for sustainable, long-term funding.

Councilor Christopher made a friendly amendment to add that this will give an opportunity to make the necessary adjustments to go out for an advisory vote. The seconder did not accept.

Councilor Cross expressed concern about the increase in the fee due to rising costs, such as food, gas, and other expenses.

There was a suggestion to increase the single-family amount from \$6.90 to \$10.62 until January, and then increase it on January 1st, and increase the rate to \$14.34 for residential. There were comments about easing residents into the increased amount. Mr. Wood noted that the \$10.62 monthly amount on July 1 would be approximately \$200,000 more than in the proposed budget. There would be time to right-size the tiering. There were comments that it would provide an easing in time for both residential and commercial. Councilor Kohler and Mayor Clark agreed to the amendment.

Mayor Clark summarized for clarity that from July 1 to December 31, there would be an increased amount of \$10.62 per month for single-family residential/ per door for multi-family and \$6.90 per ESU for commercial.

It was noted that the Council would meet again in a work session to discuss the tiering and methodology.

Motion passed as follows:

AYES: Clark, Cross, Kohler, Starr, Juran, Christopher, and Parsons (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Councilor Christopher moved for the City Attorney to bring back a local ordinance for the allowance of advisory votes. Councilor Kohler seconded.

Mayor Clark would not support the motion because the Council already had a Charter, and the Council was supporting the work of a basic service that people could refer if they wanted.

Council President Starr made a friendly amendment that instead of bringing back the ordinance, bring back a staff report that outlines the pros and cons, including what was already in the City Charter. Mover and seconder agreed.

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

NAYS: Clark and Parsons (2)

ABSTENTIONS: None (0)

ABSENT: None (0)

OTHER BUSINESS

There was no other business.

STAFF UPDATES

There were no staff updates.

COUNCIL MEMBER REPORTS

Mayor Clark noted some upcoming events.

AGENDA INPUT

Monday, May 11, 2026 - 6:00 p.m.

Budget Committee Meeting

Tuesday, May 12, 2026 - 6:00 p.m.

Budget Committee Meeting

Thursday, May 14, 2026 - 6:00 p.m. - If needed

Budget Committee Meeting

Monday, May 18, 2026 - 6:00 p.m.

City Council Regular Session

Monday, June 1, 2026 - 6:00 p.m.
City Council Regular Session

ADJOURNMENT

Mayor Clark adjourned the meeting at 9:25 p.m.

MAYOR:

APPROVED:

Cathy Clark

Dawn Wilson, Deputy City Recorder

Minutes approved: _____