



**MINUTES**  
**KEIZER CITY COUNCIL**  
**Monday, May 2, 2022**  
**Keizer Civic Center, Council Chambers**  
**Keizer, Oregon**

**CALL TO ORDER**

Mayor Clark called the meeting to order at 7:00 pm. Roll call was taken as follows:

**Present:**

Cathy Clark, Mayor  
Daniel Kohler, Councilor  
Roland Herrera, Councilor  
Kyle Juran, Councilor  
Shaney Starr, Councilor  
Laura Reid, Councilor  
Miranda Coleman, Youth Councilor

**Staff:**

Adam Brown, City Manager  
Shannon Johnson, City Attorney  
Tim Wood, Finance Director  
Shane Witham, Planning Director  
Andrew Copeland, Police  
Tracy Davis, City Recorder

**Absent:**

Elizabeth Smith, Councilor

**FLAG SALUTE**

Mayor Clark led the pledge of allegiance and welcomed new City Manager Adam Brown.

**SPECIAL ORDERS  
OF BUSINESS**

Mayor Clark shared information about the Distinguished Young Women scholarship program.

**a. Keizer  
Distinguished  
Young Women  
Recognition**

Fatima Falcon, current Chair of Distinguished Young Women of Keizer introduced herself and welcomed the 2022 and 2023 Distinguished Young Women from Keizer: Ellie Auvinen, Lilly Purkey, Anna Sponable, Kiele Jarnagin, Jetta Mowrey, McKenna Eppley and Amber Haley (arrived later). Ms. Falcon explained that these candidates will participate in the Oregon State competition.

**b. PROCLAMATION  
– Asian Pacific  
Heritage Month**

Mayor Clark read the proclamation honoring Asian Americans, Native Hawaiians and Pacific Islanders and proclaimed May 2022 as Asian American, Native Hawaiian, and Pacific Islander Heritage Month.

**c. PROCLAMATION  
– Jewish  
American  
Heritage Month**

Mayor Clark read the proclamation honoring Jewish Americans and proclaimed May 2022 as Jewish American Heritage Month.

## COMMITTEE REPORTS

### a. Formation of Keizer Rapids Park Turf Field Work Group

Mayor Clark read her memo regarding the turf field project ARPA Grant from Marion County. She formed a work group consisting of herself and Councilors Herrera and Juran to do research and make a recommendation to Council. Following the recommendation another work group would be formed to address partnerships, operations and maintenance.

*Matt Lawyer*, Keizer, shared details about the Claggett Creek Watershed Council Soggy Day at the Park event, thanked volunteers and sponsors, and announced that the Watershed Council no longer has a website but does have a Facebook page.

*Hersch Sangster*, Keizer, reported on the recent Traffic Safety/Bikeways/Pedestrian Committee meeting, announced the upcoming Bike Skills Fair and described locations of bike repair stations.

## PUBLIC COMMENT

Mayor Clark acknowledged for the record written comments received from Jacque Moir and Kris Adams regarding CCRLS and the Keizer Community Library and allowing voters to decide and Tammy Kunz and James Jones regarding school board issues.

*Carolyn Homan*, Keizer, representing West Keizer Neighborhood Association, reiterated the association's support for traffic calming measures on area streets, noted that the association will be posting notices on social media asking drivers to drive safely and hopes that the City would do the same. She suggested that the Traffic Management Program be updated and announced a cleanup event planned for Palma Ciega Park. On a personal note, Ms. Holman voiced support for the Keizer Community Library becoming a Public Library.

Ms. Homan then read a letter from Kathy Lincoln supporting changes being made to the Development Code to allow more flexibility in housing options.

*Jacqueline Green*, Keizer, thanked the Parks Department for the new trees at Claggett Creek Park.

*Tammy Kunz*, Keizer, asked if transit would be available at reduced fees for the Keizerfest. Ms. Kunz was advised to check with the Transit District.

*Corri Falardeau*, Keizer Chamber, shared information about the new Keizer Visitors Guide.

*Jonathan Thompson*, Keizer Chamber, announced that the Chamber had collaborated with other city Chambers and the coalition had received \$3.3 million from the ARPA program to help local small businesses. He shared details regarding the process for applying for the funds and invited businesses to fill out the available survey to begin the process.

*Levi Herrera-Lopez*, Salem, thanked Council for recognizing Asian Americans, Native Hawaiians, Pacific Islanders and Jewish Americans noting that these actions help people have a sense of belonging. He shared information about insidious language that works against inclusion and equity and noted that denouncing hate speech does not prohibit free speech and protecting free speech does not mean allowing hate speech.

*Erious Johnson*, Marion County Circuit Court Judge, announced that he was sworn in on February 14 and is visiting area cities to introduce himself.

*Richard Walsh*, Keizer, urged Council to spend some ARPA funds on completing the pathway paving in Keizer Rapids Park, a library, a recreational center and a pathway through the Claggett Creek greenway.

## **PUBLIC HEARING**

*Mayor Clark opened the Public Hearing.*

### **a. Proposed Text Amendments to the Keizer Development Code and Keizer Comprehensive Plan to Implement the Provisions of House Bill 2001 and Senate Bill 458 Pertaining to the Allowance of Middle Housing Types**

Planning Director Shane Witham summarized proposed changes and introduced consultants Matt Hastie and Brandon Crawford who shared an explanatory slide presentation.

Discussion followed regarding the availability of affordable housing, permitted use, mixed use zones, and infrastructure improvements. Mayor Clark also noted for the record letters received from 1000 Friends of Oregon and Fair Housing, Kathy Lincoln and Mike DeBlasi.

Tammy Kunz indicated that she had signed the Public Hearing sheet but did not wish to speak.

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

Councilor Reid moved that the Keizer City Council direct staff to prepare an ordinance with findings to adopt the proposed revisions. Councilor Kohler seconded. Motion passed as follows:

AYES: Clark, Reid, Herrera, Kohler, Starr and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Smith (1)

## **ADMINISTRATIVE ACTION**

### **a. RESOLUTION – Recognition of Northwest Keizer Neighborhood Association**

*Hersch Sangster*, Keizer, shared information about the neighborhood and formation of the association, requested \$500 to get things started and asked that a Councilor be appointed as liaison.

Councilor Reid moved that the Keizer City Council adopt the Resolution Recognition to the Northwest Keizer Neighborhood Association. Councilor Kohler seconded. Motion passed as follows:

AYES: Clark, Reid, Herrera, Kohler, Starr and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Smith (1)

Finance Director Tim Wood indicated that funds were available to meet the request of the new neighborhood association. Council agreed by consensus to support the appropriation of \$500 for the startup costs of the Northwest Keizer Neighborhood Association.

**b. SEKNA Annual Report**

Because there was no Southeast Keizer Neighborhood Association representative at the meeting, this was moved to the May 16 Council meeting.

**c. Fee Waiver Request for Keizer Rotary Amphitheatre for McNary High School Audio Production & Technology (APT) Stage Show**

Tim Wood summarized his staff report and fielded questions regarding security, insurance, toilets and garbage service.

Councilor Reid moved that the Keizer City Council approve the fee waiver for the McNary High School APT Stage Show at the Keizer Rotary Amphitheatre with the stipulations to include insurance requirements and meeting other facility needs such as garbage, toilets and other amenities. Councilor Kohler seconded. Motion passed as follows:

AYES: Clark, Reid, Herrera, Kohler, Starr and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Smith (1)

**d. KeizerFest 2022**

City Attorney Shannon Johnson summarized his staff report.

Councilor Reid moved that the Keizer City Council preliminarily approve the location of Keizer Rapids Park as the location for KeizerFest as long as the Keizer Chamber of Commerce meets all the conditions imposed by Council. Councilor Kohler seconded. Motion passed as follows:

AYES: Clark, Reid, Herrera, Kohler, Starr and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Smith (1)

**e. RESOLUTION – Authorizing City Manager to Sign Agreement with CASA of Marion County for American Rescue Plan Act Grant**

Councilor Starr recused herself from the discussion and vote due to her position with Marion County CASA.

Mr. Johnson summarized his staff report.

Councilor Reid moved that the Keizer City Council adopt a Resolution Authorizing City Manager to Sign Agreement with CASA of Marion County for American Rescue Plan Act Grant. Councilor Kohler seconded. Motion passed as follows:

AYES: Clark, Reid, Herrera, Kohler and Juran (5)

NAYS: None (0)

ABSTENTIONS: Starr (1)

ABSENT: Smith (1)

**f. RESOLUTION – Amending the Keizer Personnel Policy Manual Regarding Holidays Observed (Section 13, Page 53); Amending Resolution R2010-2040**

Mr. Johnson summarized his staff report.

Councilor Reid moved that the Keizer City Council adopt a Resolution Amending the Keizer Personnel Policy Manual Regarding Holidays Observed (Section 13, Page 53); Amending Resolution R2010-2040. Councilor Kohler seconded.

Councilor Herrera pointed out that this holiday is to commemorate the end of slavery.

Motion passed as follows:

AYES: Clark, Reid, Herrera, Kohler, Starr and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Smith (1)

**CONSENT CALENDAR**

- a. RESOLUTION – Approving Report of Consultant Relating to Wheatland Road Corridor Plan
- b. RESOLUTION – Designating Contract Signers for Banking Services and Authorizing City Manager, Finance Director and Mayor to Designate Signers for Other Banking Functions; Repealing Resolution R2021-3162
- c. Report on Disbursement of Petty Cash Funds FY 22
- d. RESOLUTION – Restating the City of Keizer Governmental Money Purchase Plan and Trust Adoption Agreement Under Section 401A of the Internal Revenue Code
- e. Approval of April 11, 2022 Work Session Minutes
- f. Approval of April 18, 2022 Regular Session Minutes

Mayor Clark pulled Item a.

Councilor Reid moved for approval of Items b through f of the Consent Calendar. Councilor Kohler seconded. Motion passed as follows:

AYES: Clark, Reid, Herrera, Kohler, Starr and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Smith (1)

Mayor Clark verified that Alternative 3 is the modified #3. For clarification Mr. Johnson inserted '*modified alternative 3*' after December 2021 in the Resolution. Councilor Reid moved that the Keizer City Council adopt Resolution Approving Report of Consultant Relating to Wheatland Road Corridor Plan as amended to include 'modified alternative 3' on line 18 after the date. Councilor Kohler seconded. Motion passed as follows:

AYES: Clark, Reid, Herrera, Kohler, Starr and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Smith (1)

**OTHER BUSINESS/  
STAFF UPDATES**

Council Kohler questioned how long the sign code non-compliance initiated during Covid 19 would continue. Mr. Witham responded that clear direction from the City Manager was to refrain from enforcing the rule unless there were specific complaints. Specific concerns should be directed to Code Enforcement so that staff can address them.

City Recorder Tracy Davis announced that recruitment for an Event Center Coordinator is open until May 10.

Andrew Copeland announced that recruitment is open for a Property Evidence Coordinator, Donna Hill retired, Amanda Hague was promoted, a new officer was hired from Alaska, one more is in the background process and two more are graduating the academy soon.

**COUNCIL MEMBER  
REPORTS**

Councilor Herrera reported on the League of Oregon Cities spring conference, voiced appreciation for Wes Hare, commended the Color Caucus Board, reported on the Kennedy Neighborhood Council and NAACP Freedom Banquet and shared information about the historical significance of Cinco de Mayo.

Councilor Reid reported on the Alabama Learning Lab BBQ, McNary Night for incoming freshmen, the LOC Women Caucus meeting, and announced upcoming events.

Councilor Kohler announced that his son recently graduated from BYU, reported on Keizer Greeters, Keizer Community dinner, and the Marion County Reentry Initiative Breakfast and announced upcoming meetings.

Youth Councilor Coleman reported that she did not attend Soggy Day in the Park because it was on the day of the McNary Prom, and announced the upcoming theater department performance and that she has officially committed to the University of Oregon to study business.

Mayor Clark announced that Shannon Phillip is the new director at the Boys & Girls Club at Kennedy and she continues to work with the Mid-Willamette Valley Council of Governments Legislative Committee to get ready for the upcoming session. She reported on the recent Leadership Salem event, Alabama Learning Lab and Marion County Re-entry Breakfast and announced upcoming meetings and events and that the Keizer Fire Mother’s Day pancake breakfast has been cancelled

**AGENDA INPUT**

- May 9, 2022, 6:00 p.m. – Keizer Budget Committee Meeting
- May 10, 2022, 6:00 p.m. – Keizer Budget Committee Meeting
- May 16, 2022, 7:00 p.m. – City Council Regular Session

**ADJOURNMENT**

Mayor Clark adjourned the meeting at 9:37 p.m.

MAYOR:

APPROVED:

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Cathy Clark

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Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

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Councilor #1 – Laura Reid

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Councilor #4 – Roland Herrera

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Councilor #2 – Shaney Starr

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~ Absent ~  
Councilor #5 – Elizabeth Smith

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Councilor #3 – Kyle Juran

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Councilor #6 – Daniel R. Kohler

Minutes approved: 05-16-22