



**MINUTES**  
**KEIZER CITY COUNCIL**  
**Monday, May 15, 2023**  
**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  
Laura Reid, Councilor  
Shaney Starr, Councilor  
Kyle Juran, Councilor  
Daniel Kohler, Councilor  
Robert Husseman, Councilor  
Youth Councilor Angelica Sarmiento Avendano

**Staff:**

Adam Brown, City Manager  
Tim Wood, Assistant City Manager  
Shannon Johnson, City Attorney  
Shane Witham, Planning Director  
John Teague, Police Chief  
Debbie Lockhart, Deputy City Recorder

**Absent:**

Soraida Cross, Councilor

**FLAG SALUTE**

Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS OF BUSINESS**

**PROCLAMATION –  
Older Americans  
Month**

Mayor Clark read the proclamation designating May as Older Americans Month. Tammy Kunz from the Community Diversity Engagement Committee provided additional information about the history of the observance, agencies serving older Americans and programs available to them.

Relative to the Asian Pacific Islander Heritage Month proclamation read at the beginning of May, Caridad Brown from the Community Diversity Engagement Committee explained that she is of Chinese descent, born in Cuba and living in America and shared information about the Asian Pacific culture, history and traditions.

**COMMITTEE  
REPORTS**

**a. Recommendation  
from Volunteer  
Coordinating  
Committee -  
Appointment of**

City Manager, Adam Brown, reported that following publication of notice of a vacancy for the position of Youth Councilor and acceptance of testimony from applicants, the Volunteer Coordinating Committee unanimously recommended Grayton Woodward to fill the 2023-24 term of Youth Councilor.

Councilor Star moved that the Keizer City Council accept the Volunteer Coordinating Committee recommendation and appoint Grayton

**Youth Councilor – 2023-2024 School Year** Woodward to serve as Youth Councilor for the 2023-24 term. Councilor Reid seconded. Motion passed as follows:

AYES: Clark, Reid, Husseman, Kohler, Starr and Juran (6)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: Cross (1)

**b. Councilor Husseman Appointments**

Councilor Husseman appointed R.J. Navarro to the Volunteer Coordinating Committee and Thais Rodick to the Community Diversity Engagement Committee.

Planning Commissioner, *Jeremy Grenz*, reported that the Commission had approved fee increases for land use applications.

**PUBLIC COMMENTS**

*Corri Falardeau*, Keizer Chamber, and *Matt Lawyer*, Claggett Creek Watershed Council, showed flyers they had developed to advertise the upcoming Soggy Day in the Park event and provided details on events planned for the day.

Mayor Clark acknowledged for the record an email received Garry Whalen regarding the leash law and noted that this would be addressed at the June 5 meeting. There was no other public testimony.

**PUBLIC HEARING**

**a. Brix Tavern Liquor License Application**

*Mayor Clark opened the Public Hearing.*

City Manager Adam Brown summarized his staff report. Discussion took place regarding a discrepancy in the staff report and the application.

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

Councilor Starr moved that the Keizer City Council recommend approval of the application for a new liquor license for Bix Tavern under the guidelines established by ORS 471.178 and the Ordinances of the City of Keizer. Councilor Reid seconded. Motion passed as follows:

AYES: Clark, Reid, Starr, Juran, Husseman and Kohler (6)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: Cross (1)

**b. Kagoshima Ramen House Liquor License Application**

*Mayor Clark opened the Public Hearing.*

City Manager Adam Brown summarized his staff report.

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

Councilor Starr moved that the Keizer City Council recommend approval of the application for a change of ownership and trade name for the liquor license for Kagoshima Ramen House under the guidelines established by ORS 471.178 and the Ordinances of the City of Keizer. Councilor Reid seconded. Motion passed as follows:

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

NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: Cross (1)

**c. ORDINANCE –  
Declaring a  
Lien Against  
Property  
Located at 961  
Chemawa Road  
NE, Keizer  
Oregon and  
Directing the  
City Recorder  
to Enter Such  
Lien in the  
Minor Lien  
Docket**

*Mayor Clark opened the Public Hearing.*

Public Works Director Bill Lawyer summarized his staff report.

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

Councilor Starr moved that the Keizer City Council adopt a Bill for an Ordinance Declaring a Lien Against Property Located at 961 Chemawa Road NE, Keizer Oregon and Directing the City Recorder to Enter Such Lien in the Minor Lien Docket Pursuant to Ordinance No. 2019-808 (Regulating the Maintenance, Reconstruction, Alteration and Repair of Sidewalks); Declaring an Emergency. Councilor Reid seconded. Motion passed as follows:

AYES: Clark, Reid, Starr, Juran, Husseman and Kohler (6)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: Cross (1)

**d. Keizer  
Development  
Code Text  
Amendment  
Case No. 2023-  
04 – Various  
Corrections,  
Accessory  
Dwelling Units,  
and Cottage  
Cluster  
Standards**

*Mayor Clark opened the Public Hearing.*

Planning Director Shane Witham summarized his staff report and noted that the Planning Commission meeting referred to in the staff report was April 12, 2023, not November 9, 2022.

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

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

AYES: Clark, Reid, Starr, Juran, Husseman and Kohler (6)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: Cross (1)

**ADMINISTRATIVE  
ACTION**

**a. Greater Gubser  
Neighborhood  
Association  
Annual Report**

Pattie Tischer, Keizer, President of the Greater Gubser Neighborhood Association, directed attention to the submission included in the packet.

Councilor Starr moved that the Keizer City Council accept the report of the Greater Gubser Neighborhood Association and extend recognition to the Greater Gubser Neighborhood Association for an additional year. Councilor Reid seconded. Motion passed as follows:

AYES: Clark, Reid, Starr, Juran, Husseman and Kohler (6)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: Cross (1)

Ms. Tischer shared information about a beautification project being done by some residents to clean up the vintage brick arches at the entrance to the neighborhood.

**b. Greater North East Keizer Neighborhood Association Report**

Tammy Kunz, President of the Greater Northeast Keizer Neighborhood Association directed attention to the annual report on the dais. She explained overages in the budget noting that they were due to expansion of the association. Mayor Clark urged her to turn in the appropriate receipts for reimbursement and suggested the association work with Tim Wood to use city printer accounts for printing.

Councilor Starr moved that the Keizer City Council accept the report of the Greater Northeast Neighborhood Association and extend recognition to the Greater Northeast Neighborhood Association for an additional year. Councilor Reid seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross (1)

**c. ORDER – In the Matter of the Application of Chemawa Station, LLC for Approval of the Keizer Station Master Plan Amendment (Area D-Keizer Station)**

Planning Director Shane Witham summarized his staff report noting that it is in response to direction from Council at the April 17, 2023 meeting. He added that the September 8, 2008 date should be September 8, 2020.

Councilor Starr moved that the Keizer City Council adopt an Order In the Matter of the Application of Chemawa Station, LLC for Approval of the Keizer Station Master Plan Amendment (Area D-Keizer Station); Amendment of Order in the Application of Chemawa Station LLC Adopted September 8, 2020 and Order in the Application of Chick-Fil-A Adopted February 16, 2021. Councilor Reid seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross (1)

**d. RESOLUTION – Amending City of Keizer City Council Rules of Procedure (Amending Resolution R2022-3269)**

City Attorney Shannon Johnson summarized his staff report and pointed out the changes that were printed in the Resolution.

Councilor Starr moved that the Keizer City Council adopt a Resolution Amending City of Keizer City Council Rules of Procedure (Amending Resolution R2022-3269). Councilor Reid seconded.

Councilor Husseman voiced opposition to this change because it limited involvement of young people.

Motion passed as follows:

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

NAYS: Husseman (1)

ABSTENTIONS: None (0)

ABSENT: Cross (1)

**e. RESOLUTION –  
Adopting  
Updates to the  
Marion County  
Multi-  
Jurisdictional  
All-Hazard  
Mitigation Plan**

City Manager Adam Brown summarized his staff report, explained that most changes were related to wildfires and reviewed the hazards listed in order of probability.

Councilor Starr moved that the City of Keizer adopt a Resolution Adopting Updates to the Marion County Multi-Jurisdictional All-Hazard Mitigation Plan; Repeal of Resolutions R2009-1999, R2011-2157, and R2017-2795. Councilor Reid seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross (1)

**f. ORDINANCE –  
Amending  
Ordinance  
Providing for  
Public Art and  
Public Murals;  
Amendment of  
Ordinance No.  
2020-813**

City Attorney Shannon Johnson summarized his staff report.

Councilor Starr moved that the Keizer City Council adopt a Bill for an Ordinance Amending Ordinance Providing for Public Art and Public Murals; Amendment of Ordinance No. 2020-813. Councilor Reid seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross (1)

**g. Fee Waiver for  
Soggy Day in  
the Park –  
Keizer Rapids  
Park**

*Taken out of order.*

Public Works Director Bill Lawyer summarized his staff report.

Councilor Starr moved to waive the fees for the 2023 Soggy Day in the Park event. Councilor Reid seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross (1)

**CONSENT  
CALENDAR**

- a. Keizer Police Department Petty Cash Report
- b. RESOLUTION - Authorizing the City Manager to Sign Cellular Tower Lease with T-Mobile West Tower LLC
- c. Approval of May 1, 2023 Regular Session Minutes

Councilor Starr moved for approval of the Consent Calendar. Councilor Reid seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Cross (1)

**OTHER BUSINESS** None

**STAFF UPDATES** Chief Teague announced that there would be a ‘Walking School Bus’ recognizing Safe Routes to School on May 23 to Forest Ridge Elementary School.

**COUNCIL  
MEMBER  
REPORTS**

Councilor Juran praised the recent Mayor’s Prayer Breakfast, reviewed past meetings and events and announced upcoming ones.

Councilor Starr announced vacancies in Arts Commission and Youth Committee Liaison positions, reported on various meetings and events she had attended and urged everyone to attend the ‘A Doll’s House Part 2’ play by the Keizer Homegrown Theater.

Councilor Starr also reported for Councilor Cross listing events she had attended.

Councilor Kohler reported on events and meeting in which he had participated, wished everyone a happy Mother’s Day, announced upcoming events and urged everyone to attend the Soggy Day in the Park event.

Councilor Husseman announced upcoming meetings and congratulated the middle school track teams and their coaches.

Councilor Reid noted that it is ‘senior season’ at McNary and announced the Senior awards banquet.

Youth Councilor Sarmiento shared information about sports events, ‘One-Acts’, graduation, orchestra festival and National Honor Society inauguration. She added that the McNary Advanced Symphony and the Wind Ensemble both came in second in state competitions.

Mayor Clark congratulated Weddle Elementary and the 24 Challenge Team, shared information about the Salem Community Market expansion at the Chemeketa Agricultural Hub, and reported that the Mid-Willamette Valley Homeless Alliance and the Continuum of Care is the first in Oregon to get all contracts signed with providers and funding (\$10.4 million) going to grant recipients.

**AGENDA INPUT**

June 5, 2023 – 7:00 p.m. – City Council Regular Session  
June 12, 2023 – 6:00 p.m. – City Council Work Session  
June 20, 2023 (Tuesday) – 7:00 p.m. – City Council Regular Session

**ADJOURNMENT**

Mayor Clark adjourned the meeting at 9:14 p.m.

MAYOR:

APPROVED:

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Cathy Clark

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Debbie Lockhart, Deputy City Recorder

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COUNCIL MEMBERS

~ Absent ~

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Councilor #1 – Laura Reid

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Councilor #4 – Soraida Cross

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Councilor #2 – Shaney Starr

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Councilor #5 – Robert Husseman

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Councilor #3 – Kyle Juran

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Councilor #6 – Daniel R. Kohler

Minutes approved: 06-05-23