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**AGENDA**  
**KEIZER CITY COUNCIL**  
**REGULAR SESSION**

**Monday, March 21, 2022**

**7:00 p.m.**

**Robert L. Simon Council Chambers**  
**Keizer, Oregon**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. FLAG SALUTE**

**4. SPECIAL ORDERS OF BUSINESS**

**a. PROCLAMATION – National Child Abuse Prevention Month**

**5. COMMITTEE REPORTS**

**6. PUBLIC COMMENTS**

*This time is provided for citizens to address the Council on any matters other than those on the agenda scheduled for public hearing.*

**7. PUBLIC HEARINGS**

**a. Keizer Mart Liquor License Application – Change of Ownership**

**8. ADMINISTRATIVE ACTION**

**a. West Keizer Neighborhood Association Annual Report**

**b. ORDINANCE – Adopting the Parks and Recreation Master Plan Dated December 2021; Amending Ordinance No. 87-077; Repealing Ordinances 2008-570, 2014-712, 2016-745 and 2016-749**

**RESOLUTION – Repealing R2001-1272, R2002-1349, R2006-1729, R2009-1949, R2014-2517, and R2016-2648 (Park Master Plans)**

c. Mosaic Tile Art Project at the Splash Pad

d. Fee Waiver Request for A Soggy Day In The Park at Keizer Rapids Park

## 9. CONSENT CALENDAR

a. RESOLUTION – Authorizing the City Manager to Sign the Production Studio Administration Agreement

b. RESOLUTION – Authorizing the City Manager to Enter Into the City of Keizer Street and Right of Way Landscape Maintenance Services and Vegetated Stormwater Facility Maintenance Services Contract with Brightview Landscape Services, Inc.

c. Approval of February 22, 2022 Regular Session Minutes

d. Approval of March 7, 2022 Regular Session Minutes

## 10. OTHER BUSINESS

*This time is provided to allow the Mayor, City Council members, or staff an opportunity to bring new or old matters before the Council that are not on tonight's agenda.*

## 11. STAFF UPDATES

## 12. COUNCIL MEMBER REPORTS

## 13. AGENDA INPUT

April 4, 2022

7:00 p.m. - City Council Regular Session

April 11, 2022

6:00 p.m. – City Council Work Session

April 18, 2022

7:00 p.m. - City Council Regular Session

## 14. ADJOURNMENT

City of Keizer Mission Statement

*Keep City Government Costs And Services To A Minimum By Providing City Services To The Community In A Coordinated, Efficient, And Least Cost Fashion*





**WHEREAS**, every child deserves to live in a safe, loving, and caring family environment; and

**WHEREAS**, in 2020, there were 11,642 reported victims of child abuse and neglect in Oregon, of which 1,171 were victims in Marion County; and

**WHEREAS**, we stand together as individuals, organizations, and government agencies to commit to preventing child abuse in our county, by raising awareness throughout the community and by educating and supporting caregivers; and

**WHEREAS**, we assert that strong families and safe, stable, and nurturing environments free from violence, abuse, and neglect are essential for children's optimal growth and success; and

**WHEREAS**, the people of Keizer believe in and work for ensuring a secure future, where the needs of children are a priority and the needs of families are met; and

**WHEREAS**, we are thankful for the many Keizer volunteers, organizations and service providers that work together every day to take action to support families and children and protect the well-being of our children.

**NOW, THEREFORE**, I, Cathy Clark, Mayor of the City of Keizer, together with the Keizer City Council assembled in Regular Session, do hereby proclaim the month of April 2022 as

## **CHILD ABUSE PREVENTION MONTH**

And ask all the people of Keizer to commit to continuing our efforts for protecting our children.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the City of Keizer this 21<sup>st</sup> day of March, 2022.

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**MAYOR CATHY CLARK**

**CITY COUNCIL MEETING: March 21, 2022**

**TO: MAYOR CLARK AND CITY COUNCIL MEMBERS**

**THROUGH: WES HARE  
CITY MANAGER**

**FROM: TRACY L. DAVIS, MMC  
CITY RECORDER**

**SUBJECT: KEIZER MART LIQUOR LICENSE- CHANGE OF OWNERSHIP**

**BACKGROUND:**

On February 18, 2022 the City received an application for a change of ownership for the liquor license at Keizer Mart located 4940 River Road N, Keizer, Oregon. The application is for a limited off-premises sales license.

As required by the Keizer's Ordinance 2010-623, the Keizer Police Department has reviewed the application and has no reason to recommend denial. In addition, the Keizer Planning Department finds the location of the establishment to be properly zoned and has no additional comment on the application.

Notice of the public hearing for the change of ownership Keizer Mart was mailed to property owners within 200 feet of the establishment. Notice was also published in the Keizertimes. As of the writing of the report, there have not been any comments received.

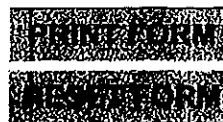
**RECOMMENDATION:**

It is recommended the public hearing be opened to allow testimony from the applicant or other interested individuals and upon completion, the hearing be closed. It is further recommended the Council recommend approval of the application for Keizer Mart under the guidelines as established by ORS 471.178 and the Ordinances of the City of Keizer. This recommendation shall then be forwarded to the Oregon Liquor Control Commission for final approval.



OREGON LIQUOR CONTROL COMMISSION

# LIQUOR LICENSE APPLICATION



1. Application. **Do not include** any OLCC fees with your application packet (the license fee will be collected at a later time). Application is being made for:

License Applied For:	CITY AND COUNTY USE ONLY
<input type="checkbox"/> Brewery 1 <sup>st</sup> Location	Date application received and/or date stamp: <i>February 18, 2022</i>
Brewery Additional location (2 <sup>nd</sup> ) <input type="checkbox"/> (3 <sup>rd</sup> ) <input type="checkbox"/>	Name of City or County: <i>City of Keizer</i>
<input type="checkbox"/> Brewery-Public House (BPH) 1 <sup>st</sup> location	Recommends this license be:
BPH Additional location (2 <sup>nd</sup> ) <input type="checkbox"/> (3 <sup>rd</sup> ) <input type="checkbox"/>	<input type="checkbox"/> Granted <input type="checkbox"/> Denied
<input type="checkbox"/> Distillery	By: _____
<input type="checkbox"/> Full On-Premises, Commercial	Date: _____
<input type="checkbox"/> Full On-Premises, Caterer	
<input type="checkbox"/> Full On-Premises, Passenger Carrier	
<input type="checkbox"/> Full On-Premises, Other Public Location	
<input type="checkbox"/> Full On-Premises, For Profit Private Club	
<input type="checkbox"/> Full On-Premises, Nonprofit Private Club	
<input type="checkbox"/> Grower Sales Privilege (GSP) 1 <sup>st</sup> location	
GSP Additional location (2 <sup>nd</sup> ) <input type="checkbox"/> (3 <sup>rd</sup> ) <input type="checkbox"/>	
<input type="checkbox"/> Limited On-Premises	OLCC USE ONLY
<input checked="" type="checkbox"/> Off-Premises	Date application received: <i>1.5.2022</i>
<input type="checkbox"/> Warehouse	Date application accepted: <i>1.5.2022</i>
<input type="checkbox"/> Wholesale Malt Beverage & Wine	
<input type="checkbox"/> Winery 1 <sup>st</sup> Location	License Action(s): <i>40</i>
Winery Additional location (2 <sup>nd</sup> ) <input type="checkbox"/> (3 <sup>rd</sup> ) <input type="checkbox"/>	
(4 <sup>th</sup> ) <input type="checkbox"/> (5 <sup>th</sup> ) <input type="checkbox"/>	

2. Identify the applicant(s) applying for the license(s). **ENTITY (example: corporation or LLC) or INDIVIDUAL(S)**<sup>1</sup> applying for the license(s):

Tracy Bratcher

App #1: NAME OF ENTITY OR INDIVIDUAL APPLICANT

App #2: NAME OF ENTITY OR INDIVIDUAL APPLICANT

App #3: NAME OF ENTITY OR INDIVIDUAL APPLICANT

App #4: NAME OF ENTITY OR INDIVIDUAL APPLICANT

3. Trade Name of the Business (Name Customers Will See) Keizer Mart		
4. Business Address (Number and Street Address of the Location that will have the liquor license) 4940 River Rd N. <i>ED</i>		
City Keizer	County Marion	Zip Code 97303



# OREGON LIQUOR CONTROL COMMISSION BUSINESS INFORMATION

Please Print or Type

Applicant Name: Tracy Bratcher

Phone: 503-269-3899

Trade Name (dba): Keizer Mart

Business Location Address: 4940 River Rd N

City: Keizer

ZIP Code: 97303

## DAYS AND HOURS OF OPERATION

### Business Hours:

Sunday	5 am	to	12 am
Monday	5 am	to	12 am
Tuesday	5 am	to	12 am
Wednesday	5 am	to	12 am
Thursday	5 am	to	12 am
Friday	5 am	to	2 am
Saturday	5 am	to	2 am

### Outdoor Area Hours:

Sunday	None	to	
Monday	None	to	
Tuesday	None	to	
Wednesday	None	to	
Thursday	None	to	
Friday	None	to	
Saturday	None	to	

The outdoor area is used for:

☐ Food service Hours: \_\_\_\_\_ to \_\_\_\_\_  
☐ Alcohol service Hours: \_\_\_\_\_ to \_\_\_\_\_  
☐ Enclosed, how \_\_\_\_\_

The exterior area is adequately viewed and/or supervised by Service Permittees.

\_\_\_\_\_(Investigator's Initials)

Seasonal Variations: ☐ Yes ☒ No If yes, explain: \_\_\_\_\_

## ENTERTAINMENT

Check all that apply:

- |  |   |
|--|---|
| <input type="checkbox"/> Live Music        | <input type="checkbox"/> Karaoke                |
| <input type="checkbox"/> Recorded Music    | <input type="checkbox"/> Coin-operated Games    |
| <input type="checkbox"/> DJ Music          | <input type="checkbox"/> Video Lottery Machines |
| <input type="checkbox"/> Dancing           | <input type="checkbox"/> Social Gaming          |
| <input type="checkbox"/> Nude Entertainers | <input type="checkbox"/> Pool Tables            |
|  | <input type="checkbox"/> Other: _____           |

## DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday	None	to	
Monday	None	to	
Tuesday	None	to	
Wednesday	None	to	
Thursday	None	to	
Friday	None	to	
Saturday	None	to	

## SEATING COUNT

Restaurant: \_\_\_\_\_

Outdoor: \_\_\_\_\_

Lounge: \_\_\_\_\_

Other (explain): \_\_\_\_\_

Banquet: \_\_\_\_\_

Total Seating: None

### OLCC USE ONLY

Investigator Verified Seating: \_\_\_\_\_(Y) \_\_\_\_\_(N)

Investigator Initials: \_\_\_\_\_

Date: \_\_\_\_\_

I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: Tracy Bratcher

Date: 1/4/22

1-800-452-OLCC (6522)

**CITY COUNCIL MEETING: March 21, 2022**

**TO: MAYOR CLARK AND CITY COUNCIL MEMBERS**

**THROUGH: WES HARE**  
**INTERIM CITY MANAGER**

**FROM: TRACY L. DAVIS, MMC**  
**CITY RECORDER/COMMUNITY CENTER MANAGER**

**SUBJECT: WEST KEIZER NEIGHBORHOOD ASSOCIATION ANNUAL REPORT**

**BACKGROUND:**

In June, 1993 the City Council adopted Ordinance 93-257 outlining the purpose and guidelines for recognition of neighborhood associations. The Ordinance states in order to maintain recognition, the neighborhood association shall make an annual report to the City Council. The report may be submitted in writing or made orally at a City Council meeting.

The West Keizer Neighborhood Association has submitted the attached written annual report.

**RECOMMENDATION:**

It is recommended the Council accept the report and by motion extend recognition to the West Keizer Neighborhood Association for an additional year.

## 2021 ANNUAL ASSOCIATION REPORT for the WEST KEIZER NEIGHBORHOOD ASSOCIATION

### JANUARY 2021

January Board and General meetings canceled due to Covid. WKNA submits Resolution to City to cancel annual Board elections until the Covid restrictions allow for a General membership meeting.

### FEBRUARY 2021

February Board and General meetings canceled due to Covid.

**Feb. 19** – WKNA Board meets via Zoom with MIG consultants, who are working with the City to update Keizer's Parks Master Plan. Focus was put on maintaining what we have and making it better; adding amenities at Keizer Rapids Amphitheater (bathroom, etc.); a covered picnic area at KRP; picnic areas at other parks and new or upgraded play structures at other parks. Palma Ciega got special support as a natural area and needed green space, with perhaps a bench on the bluff as a birding and viewing area. Carol Doerfler, Rhonda Rich and Gary Blake attended a Feb. 25 meeting of the Parks Board with the MIG consultant. Carol had submitted a letter listing some of WKNA's priorities. MIG shared a slide presentation and the WKNA feedback was featured.

Within the next week, Carol Doerfler, Dennis Phipps and Gary Blake met with Parks Board member Matthew Poteet at Palma Ciega to survey possibilities. Carol said green spaces need to be preserved and that Palma Ciega might be a candidate as a "pocket park" for the surrounding area.

### MARCH 2021

**March 4** – WKNA Board meets at Keizer Civic Center. It was agreed to restart General meetings in person in April. Board meetings can't continue at City Hall (conflict with Southeast Keizer Neighborhood meetings, which are held the first Thursday at Civic Center lobby.) It was decided to piggyback Board meetings right before the WKNA General meeting so City staff only have to clean the facility once. The annual spring cleanup of Cummings School grounds was moved to fall. In lieu of group clean-ups. Carol Phipps has adopted Cummings landscaping as a project and has replanted the Reader Board and flower pots at the entrances and done other weeding.

Board decides to produce a neighborhood newsletter to be distributed quarterly via email.

**March 15** – Volunteer of the Quarter award presented at City Council meeting to Keizer Community Food Bank and Dennis Phipps, WKNA volunteer who picks up food donations from WKNA-sponsored food barrels at Copper Creek Mercantile and Bi Mart.

### APRIL 2021

**April 8** – WKNA Board hears from Steve Wolf, member of Keizer's Transportation Safety Bikeways

Pedestrian Committee about the committee's work to assess sidewalk connectivity in Keizer. He said the city plans to update its Transportation Safety Plan soon and neighborhood input will be important. He invited input on sidewalks or other transportation-related issues. Carol D. said the Board would take the matter to the general membership but noted that Dearborn and Cummings are both in need of sidewalks up to River Road,

**April 8** – WKNA hold first in-person General meeting of 2021. Mayor Cathy Clark shares her “State of the City” address.

WKNA Board elections are held: Carol Doerfler, President; Carol Phipps, Vice President; Carolyn Homan, Secretary. Five people were nominated for the four Board positions: Gary Blake, Art Mauer, Rhonda Rich, Robb Witters and Kris Adams. Elected to the Board were Gary Blake, Art Mauer, Rhonda Rich and Robb Witters.

**April 12** – Annual Parks Board/Council Parks tour includes Willamette Manor and Wallace House parks. WKNA Board members attend at both those parks to discuss needed improvements.

**April 19** – Carol D. presents WKNA's 2020 annual report to City Council

## **MAY 2021**

**May 13** -- WKNA Board discusses schedule for newsletter and sets goal to have first issue out in August as a lead-in to fall meetings.

WKNA General meeting hears from Shane Witham, director of the Keizer Planning Department. He discussed the City's long-range planning work, specifically around the Urban Growth Boundary. Transportation and land supply for jobs and housing are among the top issues.

Traffic issues are raised at the General meeting as a topic to be tracked in the coming year. Also on the radar is alerting members to any opportunities for public input on selection of a new city manager, which is in process by the City.

## **JULY 2021**

**July 26** – Board members meet with Hersch Sangster about the Monster Cookie bike ride scheduled for Aug. 29. The route this year leaves from Keizer Rapids Park and proceeds through a portion of West Keizer. Carol D. and Carolyn volunteer to help direct bike riders at the intersections of Rafael and Shoreline and Shoreline and Dearborn. WKNA will put registration forms for the ride in its brochure boxes.

## **AUGUST 2021**

**Aug. 5** – WKNA Board holds a special meeting and discusses potential speakers for 2021-22 General meetings. Traffic safety will be highlighted. Board also discussed distribution and content of upcoming newsletter.

**Aug. 15** – Inaugural WKNA newsletter is emailed to residents and distributed in WKNA brochure boxes around the neighborhood.

**Aug. 29** – Monster Cookie Ride is held. WKNA volunteers help direct bike riders at key West Keizer intersections included on the route from Keizer Rapids Park out of town.

## **SEPTEMBER 2021**

**Sept. 2** – WKNA Board hears from Keizer Parks Advisory Board member Matt Lawyer and Marion County Commissioner Colm Willis about a plan for a soccer field at Keizer Rapids Park to accommodate a local soccer program that is in need of a turf field. The field has to be included in the new Keizer Parks Master Plan if it is to be built in the next few years. Commissioner Willis sought WKNA's endorsement because of the association's active participation in providing input for the Master Plan. Board agrees to endorse with provisos that the need for more parking at KRP is addressed, that WKNA is kept informed and involved throughout the process and is told of any changes made to the plan presented tonight.

**Sept. 9** – WKNA General meeting hears from Interim Keizer City Manager Wes Hare and new Cummings Elementary Principal Andrew Kronser.

Carol D. introduces traffic safety as a key issue for WKNA during the coming year with plans to launch an awareness campaign in early 2022. Concerns about speeding through neighborhoods, red-light running and excessively noisy cars have been voiced by neighbors. WKNA Board members have attended the Traffic Safety Bikeways Pedestrian committee to share these concerns and will continue to do so.

Carol also reported on the WKNA Board's meeting with Matt Lawyer from the Parks Advisory Board and Marion Co. Commissioner Colm Willis regarding a plan to install a soccer field at Keizer Rapids Park. She added that WKNA is opposing the suggestion from parks master plan consultants that the city divest itself of Palma Ciea Park. WKNA sees Palma Ciea as a valuable "natural" area with potential river-viewing access for neighbors.

## **OCTOBER 2021**

**Oct. 14** – WKNA Board schedules next newsletter edition for early December. Concerns are raised that parks master plan consultants are still proposing City divest itself of Palma Ciea Park. Plans are made to prepare a written statement of support for the park.

Board brainstorms ways to get the word out about the Parks Master Plan to Tate Ave. neighbors who will be impacted by plans for KRP. Also needed is a plan to notify neighbors on high-traffic streets about the upcoming push to raise awareness of traffic issues.



**Oct. 14** – General meeting hears from Marion Co. Assessor Tom Rohlfing about property taxes, market valuations, special taxing districts and other issues. Marion Co. Parole and Probation Officer Eric Bandonis also presents his quarterly update.

**Oct. 21** – Carol D. and Carolyn attend Traffic Safety Bikeways Committee meeting to raise concerns about speeding in neighborhoods, as well as red-light runners and noisy vehicles.

## **NOVEMBER 2021**

**Nov. 4** – Board meets and makes plans to attend Park Advisory Board meeting Nov. 9 to advocate for retention of Palma Ciega Park as part of the city's Parks Master Plan update. Board divided up meeting notices for delivery to neighbors along 15<sup>th</sup> St. and Tate Ave. to alert them to changes at Keizer Rapids included in the Master Plan that could impact their neighborhood.

**Nov. 9** – Board members attend the Parks Advisory Board to advocate for retention of Palma Ciega Park. Rhonda Rich makes a presentation on behalf of the WKNA Board.

**Nov. 11** – WKNA General meeting guest speaker is Matt Lawyer, Parks Advisory Board member, to report on that Board's final review of the Parks Master Plan update. At Keizer Rapids Park, the plan now includes two multi-use sports fields on the north end, a new parking area and an Adventure Course for public and McNary High cadet use. The Parks Board also endorsed retention of Palma Ciega Park. The plan as amended goes to City Council for final approval. Another issue is addition of an inclusive play structure at Wallace House Park to accommodate children with special needs. Matt said that idea will be put before the Council at its Nov. 29 work session.

Tate Ave. residents voice concerns about more cars inundating the neighborhood to attend soccer or other competitions on the new fields at KRP. Mr. Lawyer and Mayor Clark (also in attendance) note the new parking area that should help relieve parking issues.

## **DECEMBER 2020**

**Dec. 2** – Board meets to strategize the upcoming "traffic blitz" in 2022. Members will distribute informational notices to neighbors on high-traffic streets in West Keizer, including Rafael, Shoreline, Sunset, Delight, Manbrin, Dearborn, 5<sup>th</sup>, 15<sup>th</sup> and Cummings. Carol D. to post information on Nextdoor and Facebook. Traffic Safety Bikeways Committee Chair Mike De Blasi will be invited to the traffic blitz meeting Jan. 13.

Carol D. will invite Kris Adams to represent WKNA on the Keizer Library Board at the request of Bill Leach, that board's new president. Kris will then liaison to WKNA on library issues.

## **JANUARY 2021**

**Jan. 8-9** – WKNA Board members distribute informational notices to neighbors on high-traffic streets to alert them to the traffic blitz meeting on Jan. 13.

**Jan. 13** – WKNA Board meets. Plans made for next quarterly newsletter to come out in early March. Gary Blake reports that a neighbor of his on Cummings is willing to volunteer time and equipment to arrange a work party or neighbors at Palma Ciega Park. Gary will coordinate with Parks Manager Robert Johnson on the effort to clean up leaves and debris that are blocking people from walking in the park.

The Board coordinates the process for election of officers to be held at the General meeting.

**Jan. 13** – About 20 people attend the General meeting to offer comments about traffic safety in Keizer. Among comments are calls for red-light cameras; more signage, including adding stop signs on streets like Shoreline to help slow speeders; lowered speed limits; the possibility of speed bumps or speed tables. An education campaign to target pedestrians and bikers as well as drivers was suggested. Comments were recorded and will be shared with Keizer Police Chief Teague, who will be the February General meeting speaker to address the issues raised.

It's reported that the WKNA-sponsored food collection barrels have raised 4,621 pounds of food; \$1,111 in cash donations and 80 pounds of dog food, as well as several toys during 2021. All donations benefit the Keizer Community Food Bank.

Election of officers is held: Carol Doerfler, President; Rhonda Rich, Vice President; Carolyn Homan, Secretary. Other Board members are: Carol Phipps, Gary Blake, Art Mauer, Robb Witters.

*Submitted March 21, 2022*

*Rhonda Rich, WKNA Vice President*

*Carolyn Homan, WKNA Secretary*

**CITY COUNCIL MEETING: March 21, 2022**

**AGENDA ITEM NUMBER: \_\_\_\_\_**

**TO: MAYOR CLARK AND COUNCIL MEMBERS**

**THROUGH: R. WES HARE, CITY MANAGER**

**FROM: E. SHANNON JOHNSON, CITY ATTORNEY**

**SUBJECT: *PARKS AND RECREATION MASTER PLAN***

Following the public hearing on the Parks Master Plan, Council directed staff to come back with an Ordinance to adopt such Master Plan. Such Ordinance is attached.

In Section 4 of the Ordinance, we provide for minor changes without formal amendment of the Master Plan. For example, changing a park amenity or moving it slightly in the park could be accomplished without a formal amendment.

Council adopted several Resolutions over the years that involved Master Plans for individual parks. As part of a housekeeping measure, I have prepared a Resolution repealing those Resolutions.

**RECOMMENDATION:**

Adopt the Ordinance adopting the Parks and Recreation Master Plan. Following adoption of the Ordinance, adopt the Resolution Repealing the individual park master plans.

Please let me know if you have any questions. Thank you.

ESJ/tmh

A BILL

ORDINANCE NO.

2022-\_\_\_\_\_

FOR

AN ORDINANCE

ADOPTING THE PARKS AND RECREATION MASTER  
PLAN DATED DECEMBER 2021; AMENDING  
ORDINANCE NO. 87-077; REPEALING ORDINANCES  
2008-570, 2014-712, 2016-745 AND 2016-749

The City of Keizer ordains as follows:

Section 1. FINDINGS. The City of Keizer adopts the Findings set forth in  
Exhibit "A" attached hereto and by this reference incorporated herein.

Section 2. ADOPTION OF THE PARKS AND RECREATION MASTER  
PLAN. The City of Keizer hereby adopts the Parks and Recreation Master Plan dated  
December 2021, as set forth in Exhibit "B" attached and by this reference incorporated  
herein, and such Plan is hereby made a part of the Keizer Comprehensive Plan.

Section 3. AMENDMENT OF ORDINANCE NO. 87-077. Ordinance No.  
87-077 (Keizer Comprehensive Plan) is hereby amended by the removal of the Parks  
and Recreation Master Plan dated January 2008 as amended and the addition of the  
Parks and Recreation Master Plan dated December 2021.

In addition, the Keizer Comprehensive Plan is amended as follows:

AMEND Chapter III, Section 7(a) as follows:

- a. The total park and recreation lands existing in ~~2007~~ 2021 within the City are approximately ~~244~~ 246 acres.

DELETE Chapter III, Section 7(b):

- ~~b. — A Parks Master Plan was developed and adopted in 1992. This plan was updated in 2007/2008 to include additional park property acquired since 1992.~~

REPLACE Chapter III, Section 7(b) with the following:

- b. A Parks Master Plan has been adopted and updated. Future new Master Plans, updates or amendments shall be adopted by the City Council as an amendment to this Comprehensive Plan.

Section 4. DESIGN. The Parks and Recreation Master Plan dated December 2021 may include site plans. The site plans included are included for visual concepts only. Park facilities and features shall be located in substantial conformance to the included site plans, but locations and improvement details may be revised without formal amendment of the Parks and Recreation Master Plan so long as such improvements are located in the same Park.

Section 5. REPEAL OF ORDINANCE NO. 2008-570, ORDINANCE NO. 2014-712, ORDINANCE NO. 2016-745, AND ORDINANCE NO. 2016-749. Ordinance No. 2008-570 (Adopting the Parks and Recreation Master Plan Dated January 2008), Ordinance No. 2014-712 (Adopting an Amendment to the Parks and Recreation

1 Master Plan Dated January 2008 (Keizer Rapids Park)), Ordinance No. 2016-745  
 2 (Adopting an Amendment to the Parks and Recreation Master Plan Dated January 2008  
 3 (Keizer Rapids Park and Chalmers Jones Park)), and Ordinance No. 2016-749  
 4 (Correcting Scrivener's Error with Regard to Ordinance No. 2016-745) are hereby  
 5 repealed in their entirety.

6 Section 6. OFFICIAL RECORD. One copy of the Parks and Recreation  
 7 Master Plan referenced above shall be marked "Official Text" and kept on file in the  
 8 office of the City Recorder.

9 Section 7. SEVERABILITY. If any section, subsection, sentence, clause,  
 10 phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional, or  
 11 is denied acknowledgment by any court or board of competent jurisdiction, including,  
 12 but not limited to the Land Use Board of Appeals, the Land Conservation and  
 13 Development Commission and the Department of Land Conservation and Development,  
 14 then such portion shall be deemed a separate, distinct, and independent provision and  
 15 such holding shall not affect the validity of the remaining portions hereof.

16 Section 8. EFFECTIVE DATE. This Ordinance shall take effect thirty (30) days  
 17 after its passage.

18 PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

19 SIGNED this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

20

21

22

23

24

\_\_\_\_\_  
 Mayor

\_\_\_\_\_  
 City Recorder

## EXHIBIT “A”

### FINDINGS REGARDING THE ADOPTION OF THE DECEMBER 2021 PARKS & RECREATION MASTER PLAN Criteria listed in Section 3.111.03(B), (C), and (D) of the Keizer Development Code

The City of Keizer finds that:

1. The public need is best satisfied by the adoption of the December 2021 Parks & Recreation Master Plan in that it provides for public recreation needs and fits within the goals and policies of the Keizer Comprehensive Plan as amended.
2. These amendments to the Comprehensive Park System Development Plan comply with statewide land use goals and related administrative rules as follows:

#### GOAL 1: CITIZEN INVOLVEMENT

Public hearings were conducted on this matter with the review and adoption proceedings consistent with local land use regulations.

#### GOAL 2: LAND USE PLANNING

The ordinance amends the Comprehensive Park System Development Plan. The adoption proceeding was conducted in a manner consistent with the requirements of the Keizer Comprehensive Plan, Keizer Development Code, and applicable state law.

#### GOALS 3 THROUGH 7: AGRICULTURE LAND; FOREST LANDS; OPEN SPACES, SCENIC AND HISTORIC AREAS, AND NATURAL RESOURCES; AIR, WATER AND LAND RESOURCES QUALITY; AREAS SUBJECT TO NATURAL DISASTERS AND HAZARDS

These amendments do not affect agriculture or forest lands, open spaces, resource quality, or natural disasters and hazards. Therefore, these goals are inapplicable in these amendments.

## GOAL 8: RECREATIONAL NEEDS

The adoption of the Parks and Recreation Master Plan allows for the opportunity for increased range of recreational activities and open space, thereby enhancing and promoting this Goal.

## GOAL 9 ECONOMIC DEVELOPMENT

The adoption of the Parks and Recreation Master Plan will allow for improved park amenities which may lead to enhanced economic development.

## GOALS 10 THROUGH 14: HOUSING; PUBLIC FACILITIES AND SERVICES; TRANSPORTATION; ENERGY CONSERVATION; URBANIZATION

These amendments do not affect housing, public facilities, transportation, energy conservation, and urbanization. Therefore, these Goals are inapplicable in this instance.

## GOAL 15: WILLAMETTE GREENWAY

The amendments will not impact the Willamette Greenway and this Goal is inapplicable in this instance.

## GOALS 16, 17, 18 AND 19: ESTUARINE RESOURCES, COASTAL SHORELANDS, BEACHES AND DUNES, AND OCEAN RESOURCES

These goals do not apply as Keizer is not located in an ocean shoreland area.

3. These amendments are deemed by the City Council to be desirable, appropriate, and proper.





CITY OF KEIZER

# Parks and Recreation Master Plan

FINAL PLAN  
DECEMBER 2021







# City of Keizer

## PARKS AND RECREATION MASTER PLAN

Final Plan | December 2021



Prepared by:  
**MIG, Inc.**  
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In association with **Community Attributes, INC.**



# Acknowledgements

Over the course of this plan, hundreds of interested and involved community members, stakeholders, and City leaders shared their time, energy, and ideas for this Parks and Recreation Master Plan. We especially appreciate the guidance and involvement of the Keizer City Council, Parks & Recreation Advisory Board, and Project Management Team.

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## EXECUTIVE SUMMARY

The City of Keizer has a beautiful park system that fosters quality recreation opportunities, family and community gathering spaces, connections to nature, and river access for residents across the city. The 2021 Parks and Recreation Master Plan (Master Plan) provides guidance for this park system over the next ten years. It addresses increasing demands for outdoor recreation opportunities, the need to continue to maintain City assets, and a strong desire to add a greater variety of recreation opportunities. It gives City staff a framework and direction for prioritizing projects to enhance parks and recreation opportunities now and into the future.

This 2021 Master Plan builds upon Keizer's legacy of planning, reflects today's context and trends, and looks to the future. It will guide the City in its annual planning and budgeting to ensure the provision of safe, clean, accessible, and well-designed parks, trails, open space, natural areas, recreation facilities and amenities. It identifies standards, policies, projects, and implementation strategies to manage and enhance the parks system and related services.

This plan is the culmination of a year-long planning process that combined community outreach and the technical analysis of the park system to guide future funding and management strategies (Figure 1).

**Figure 1: Planning Process**

## COMMUNITY INPUT

The insights of community members, stakeholders and community leaders were critical in informing the policies and projects noted in this Master Plan. Public participation helped identify community needs for parks and recreation, while highlighting

opportunities for system improvement and priorities for future actions. As noted in Chapter 3, community members indicated that they are satisfied with Keizer's parks and recreation system. However, Keizer residents voiced their desire to see increased routine maintenance, more repair and replacement of park features, and the construction of more trails and paths. Other top priorities included increasing natural area and river access, expanding fitness, health, and sports programs, and expanding programming in the form of community festivals, fairs, and events.

---

**Online Questionnaire:** 462 respondents

---

**Pop-Up Event:** ~200 participants

---

**Focus Groups:** 2 groups (Sports and West Keizer Neighborhood)

---

**Stakeholder Interviews:** invitations to 9 Councilmembers

---

**City Council:** 7 members

---

**Parks and Recreation Board:** 7 members

---

**Facebook:** 3,338 followers

---

The community's priorities and needs for park land, recreation facilities, trails, and activities are influenced by several factors, including evolving recreation trends, changing demographics, and the distribution and condition of existing parks and facilities. The Master Plan cross-checked community outreach findings through a technical analysis of trends, level of services, and existing conditions to identify needs.

### Community Priorities

- Maintaining park assets and landscaping
- Providing a variety of opportunities
- Improving river access
- Developing more trails
- Facilitating activities and events in parks
- Supporting big and small projects
- Expanding sports and fitness options
- Adding group gathering places
- Adding extraordinary play features and challenge elements

### Recreation Trends

- Increased demand for outdoor gathering spaces and activities
- Health and fitness
- Access to nature and the outdoors
- Trail-based recreation
- Active, aging population
- Partnerships and collaboration

## KEIZER'S PARK SYSTEM AT A GLANCE



Regional Parks | 1 site | 148 acres

Community Parks | 1 site | 16.4 acres



Neighborhood Parks | 7 sites | 32.9 acres

Special Use Parks | 6 sites | 30 acres



Natural Areas | 4 sites | 18.8 acres

9 Playgrounds & 13 Open Turf Fields



58 Picnic Tables & 7 Picnic Shelters

16 Ball Diamonds & 7 Sports Courts





## VISION FRAMEWORK

The Master Plan introduces a vision framework that includes the following elements:

- Our **vision** summarizes our community's aspirations for future parks and recreation services.
- Our **mission** describes how the Parks Division will carry out our current work.
- Our **goals** describe our desired directions for long-range change.
- Our **guiding principles** describe the key directions for projects to pursue over the next ten years and beyond.

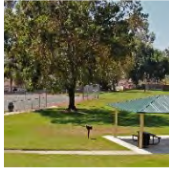
While the Master Plan carried forward the long-term vision and goals identified in the 2008 plan, Chapter 4 provides more specificity on actions needed over the next ten years by introducing a new mission and guiding principles for this decade.

### Our Mission

The Parks Division, in collaboration with City leaders and the community, will develop, maintain, and steward the parks, facilities, and natural resources that support accessible recreation activities and social gatherings in Keizer.



The guiding principles are the fundamental beliefs that express the aspirations of the community for the parks and recreation system. These draw from the key themes that emerged through the community outreach process. These guiding principles provide direction for Keizer's parks and recreation system.



Support routine maintenance efficiency and effectiveness.



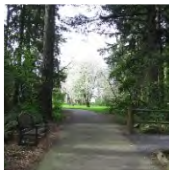
Reinvest in well-used or aging park features.



Diversify recreation opportunities for sports, health and play.



Increase access to natural areas and river.



Connect key parks with trails and off-street pathways.



Support expanded community festivals, fairs, and events.



Recommendations implement the guiding principles identified for this plan. Chapter 4 of the Master Plan identifies recommendations for parks, natural areas, and trails to enhance the experience at those sites. The details of these recommendations are provided on a site-by-site basis in Appendix C, with further detail of costs and anticipated funding and cost in Appendix D. Highlights are noted here.

### Support routine maintenance efficiency and effectiveness

- Adopt new maintenance tiers
- Ensure sufficient maintenance funding and staffing
- Continue to involve partners and neighborhood groups

### Reinvest in well-used or aging park features

- Repair and replace features
- Improve comfort amenities
- Focus on revenue-generating facilities
- Replace with different recreation opportunities
- Improve ADA accessibility

### Diversify recreation opportunities for sports, health, and play

- Increase sports fields
- Add/replace sports courts
- Partner at Keizer Little League Park
- Increase recreation options (futsal, bike skills course, adventure course)
- Improve and diversify play areas

### Increase access to natural areas and river

- Invest in sites that support river access
- Expand nature and river-based recreation
- Improve nature trails and wayfinding
- Highlight existing natural features

### Connect key parks with trails and off-street pathways

- Add loop trails in parks
- Long term, add three new trail corridors
- Coordinate with transportation
- Connect to regional trails
- Improve wayfinding
- Provide amenities for trail users

### Support expanded community gatherings, festivals, and events

- Expand social gathering spaces
- Enhance or add more dog parks
- Add picnic shelters and pavilions

## PRIORITIZATION CRITERIA

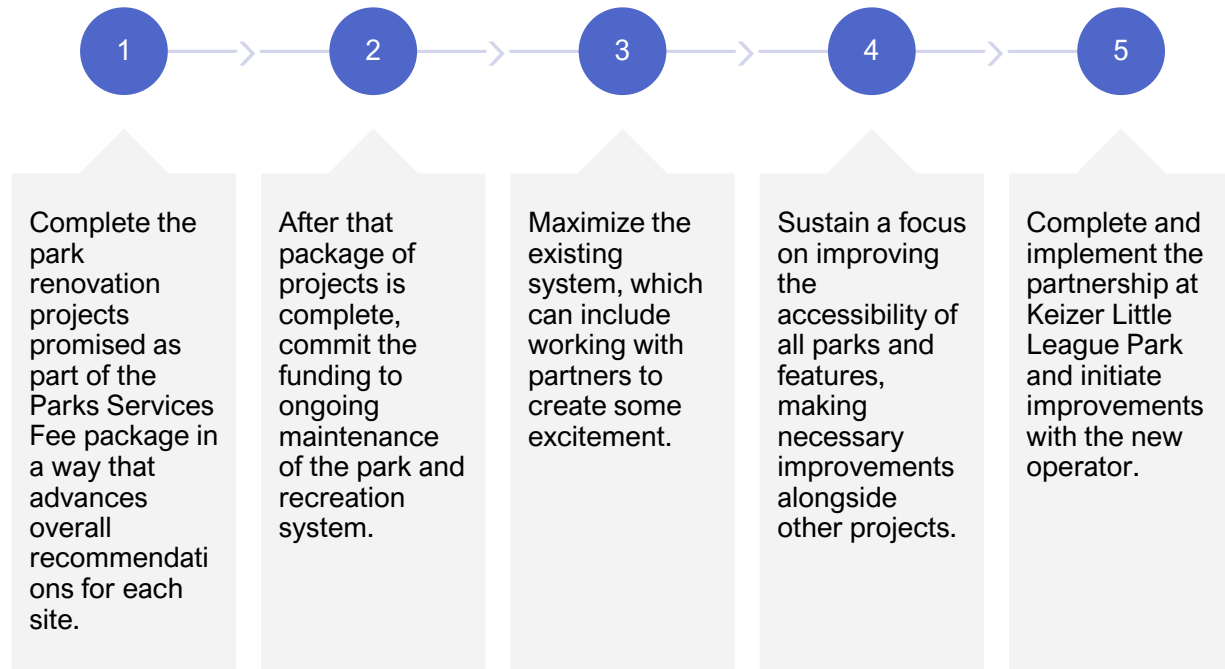
As part of its annual budgeting and development of a short-term capital improvement plan the City will evaluate funding and prioritize projects for implementation. Chapter 5 introduces a two-step evaluation process for prioritizing capital projects.

- **Guiding Principles.** Screening projects by the Master Plan's guiding principles can initially sort projects to determine their eligibility for inclusion in the capital projects list.
- **Park System Realities.** For projects that advance Master Plan guiding principles, each project will be evaluated against additional criteria that reflect the realities of the park system. This second step will help sequence projects to support project phasing and scheduling for implementation.



## ACTION PLAN

The Parks Master Plan identifies more than \$16.2 million in capital projects moving forward in the next 10 years and beyond, as well as \$1.2 million in maintenance costs. In the short-term, the Action Plan presented below sets an initial course for staff.



## FUNDING STRATEGIES

The City of Keizer currently does not have the capital or operations funding on hand to implement all of the projects desired by the community. To build recommended features, sustain the community's investment in existing resources, and keep Keizer's parks safe, clean and green, the City will need to identify additional sources of funding. Chapter 5 recommends several funding strategies.



**Develop partnerships**



**Identify sustaining funding**



**Keep fees and charges current to real costs**



**Pursue grants strategically**



**Consider bonds and debt for capital improvements**

## CALL TO ACTION

This plan calls on the community – including neighbors, activists, organized groups, City staff and elected leaders – to recognize the value of parks and recreation. Everyone who values their local park or who is passionate about sports, recreation and nature has a role to play in improving the Keizer park and recreation system. Together, we can sustain and build upon our existing assets to invest in the parks and facilities that help support community livability and our high quality of life.





# CHAPTER 1

## Introduction



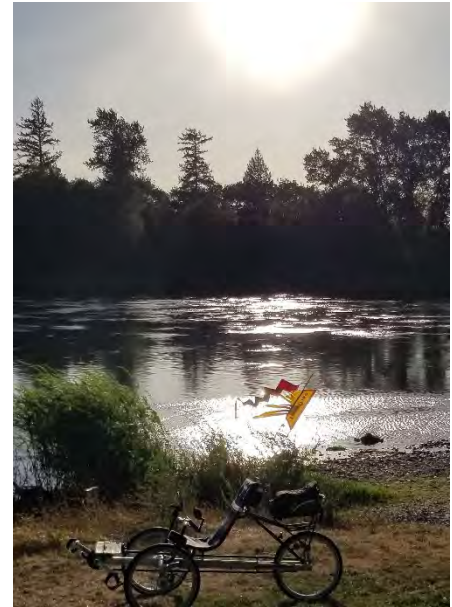




## CHAPTER ONE: INTRODUCTION

A great parks system makes a great city. The City of Keizer provides a unique combination of regional assets, waterfront recreation, and play opportunities within its parks and recreation system. From the Big Toy playground in regional Keizer Rapids Park to the riverfront parks that provide boating, wading, and sunset-viewing opportunities; from the Rotary Amphitheater that brings music to all ages to Keizer Little League Park and Carlson Skatepark that offer active recreation options for youth and teens; from the neighborhood parks that provide nearby activities for families to the PFC Ryan J. Hill Memorial Park that reminds us of the importance of fighting for our community, Keizer supports a high quality of life.

Keizer completed its last Parks and Recreation Plan in 2008, and the City has seen several changes since then. This 2021 Parks and Recreation Master Plan (Master Plan) outlines priorities for the future guided by the community's vision, a technical analysis of needs, and a strategic approach to implementing recommendations.



## PURPOSE OF THE PLAN

Increasing demands for recreation activities and facilities, the need to continue to maintain City assets, and a strong desire to add a greater variety of recreation opportunities are driving the Plan update. Fulfilling community desires requires a framework for prioritizing projects and establishing a decision-making process that will guide City staff and community members over the next 10 years.

The 2021 Parks and Recreation Master Plan is Keizer's guide for providing parks, facilities, and recreation services. Keizer's needs have evolved since the City last updated its Master Plan. While the City has seen modest population growth, increased demand for high quality recreation activities and facilities is driving this plan update.

This 2021 Master Plan builds upon Keizer's legacy of planning, reflects today's context and trends, and looks to the future. The Plan provides a framework to guide the City in setting priorities and making decisions about the provision of parks, trails, open space, natural areas, recreation facilities, and programs. It identifies standards, policies, projects, and implementation strategies to manage and enhance parks, recreation facilities, trails, activities, and related services.

## PLANNING PROCESS

The Master Plan was developed over a multi-phased planning process that combined a technical analysis with input from community members, City staff, the Parks & Recreation Advisory Board and other City and community leaders who are dedicated to creating vibrant parks and rewarding recreation experiences.

**Figure 1-1: Parks Master Plan Process**



The technical analysis includes a park system review and condition assessment, a review of the City's System Development Charges (SDC) methodology, a level of service (LOS) analysis, and assessment of needs for parks, facilities, trails, events, programs, and services. Together with community outreach, these informed the development of the capital improvement plan (CIP) and implementation strategy that appears in this Master Plan.



## COMMUNITY ENGAGEMENT

The Master Plan is based upon extensive community input obtained through a robust public engagement program implemented between late 2020 and August 2021. Public input began with stakeholder interviews and an online survey where participants were asked about parks and recreation needs and priorities. The public engagement plan was adapted to follow public health guidelines in response to COVID-19, with selected in-person meetings and events transformed into online forums. Engagement remained strong using a variety of formats including:

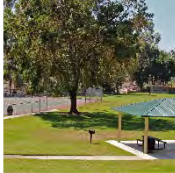
- ***City website, social media, emails:*** The City's website served as the launch site for the park and recreation survey. The City also managed their Facebook page throughout the project to publicize surveys and other engagement opportunities.
- ***Focus groups:*** Sports providers and residents met in two small focus groups to discuss park needs and identify opportunities.
- ***Online survey:*** The City disseminated an online survey to identify recreation preferences, key issues, opportunities, and funding priorities. The survey provided the foundation for many of the recommendations for the Master Plan.
- ***Pop-Up Event:*** The City held a pop-up event at KeizerFEST Iris Festival on August 7, 2021, to gather public input on the top community priorities. The intercept event presented interactive display boards with a series of questions that collected input from people who may not otherwise participate in the planning process.
- ***Parks and Recreation Advisory Board:*** The project team, consisting of City and Consultant staff, presented regularly to the Parks and Recreation Advisory Board to discuss project status and recommendations.





## GUIDING PRINCIPLES

The guiding principles are the fundamental beliefs that express the aspirations of the community for the parks and recreation system. These draw from the key themes that emerged through the community outreach process. These guiding principles provide direction for Keizer's parks and recreation system.



Support routine maintenance efficiency and effectiveness.



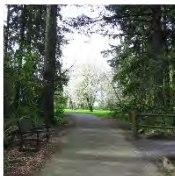
Reinvest in well-used or aging park features.



Diversify recreation opportunities for sports, health and play.



Increase access to natural areas and river.



Connect key parks with trails and off-street pathways.



Support expanded community festivals, fairs, and events.

*Note: Guiding principles are not shown in priority order.*

## PLAN ORGANIZATION

The Parks and Recreation Master Plan includes five chapters, with an Executive Summary that provides an overview of key information and recommendations. Supporting information is presented in four appendices, referenced in the plan chapters.

*Chapter 1: Introduction* defines the purpose of the plan, the planning process, and plan organization.

*Chapter 2: Existing Park System* provides an overview of the existing parks and facilities and presents a status report on system resources, including funding and staffing.

*Chapter 3: Needs Assessment* summarizes community engagement priorities and presents the results of the technical analysis of parks and recreation needs and trends.

*Chapter 4: Recommendations* describes focus areas for enhancements across the park system that will achieve the City's vision for parks and recreation.

*Chapter 5: Priorities and Implementation* includes prioritization criteria and the action plan as well as capital and operations costs and funding strategies.

*Appendix A: Park and Facility Inventory* summarizes and classifies parks and facilities in Keizer.

*Appendix B: Development and Renovation Guidelines* identifies by classification the suitable facilities to consider in the design, development and enhancement of parks.

*Appendix C: Site Recommendations* describes each park site and identifies recommendations for all City parks and proposed trails.

*Appendix D: Capital Project List* presents the list of capital projects, included estimated costs.



# CHAPTER 2

## Existing Park System









## Chapter 2: Existing Park System

The City of Keizer’s location along the Willamette River in the center of the Willamette Valley provides residents access to unique recreation destinations and spaces. Within 7.26 square miles, Keizer provides a diverse park system to residents. A variety of parks and recreation facilities serve different needs in the community. This chapter provides an overview of the amenities, facilities, and resources that support the City’s park system.

### SYSTEM OVERVIEW

#### SNAPSHOT OF THE SYSTEM

The City of Keizer manages a little more than 246 acres of parkland at 19 sites. The park system includes a mix of developed parks and natural areas. Amenities and facilities at developed parks consist primarily of play equipment and picnic areas/tables, mixed with specialized facilities at larger parks. While most parks have open turf areas, there are few athletic fields or sports courts at parks aside from the sports fields at Keizer Little League Park and Claggett Creek Park

Several parks connect to the Willamette River, although both Sunset Park and Palma Ciega Park have few or no developed features and amenities. Waterfront parks and other natural areas instead provide accessible greenspace, river access, and enhanced ecological functions, such as stormwater filtration. The City also has one linear trail corridor, Hidden Creek Park, which

provides walking and biking opportunities. A second regional trail runs adjacent to the City near Salem Parkway.

In general, parks are well distributed across the City, and most residents have a park nearby (refer to Map 2-1). Since the previous Parks Master Plan was created in 2008, Wallace House Park and Keizer Rapids have been developed providing additional parks in west Keizer. Since 2008, the City also developed Bair Park, PFC Ryan J. Hill Memorial Park, and Mike Whittam Park adding three special use sites to the City's park system.

## **PARK CLASSIFICATION**

Parks are classified by type as a way to evaluate park service and strategically invest in the different park experiences desired in a community. The 2008 Master Plan classified Keizer's parks according to their size and function, with most sites classified as large or small city parks. However, the classification system mixed heavily and sparsely developed parks within each category and did not account for how parks are used. An updated classification system is proposed here to provide clarity on the following factors:

- The scale and level of park development
- The amount and variety of recreation amenities and facilities
- The service area or distance traveled by typical park user
- The primary purpose or function of the park

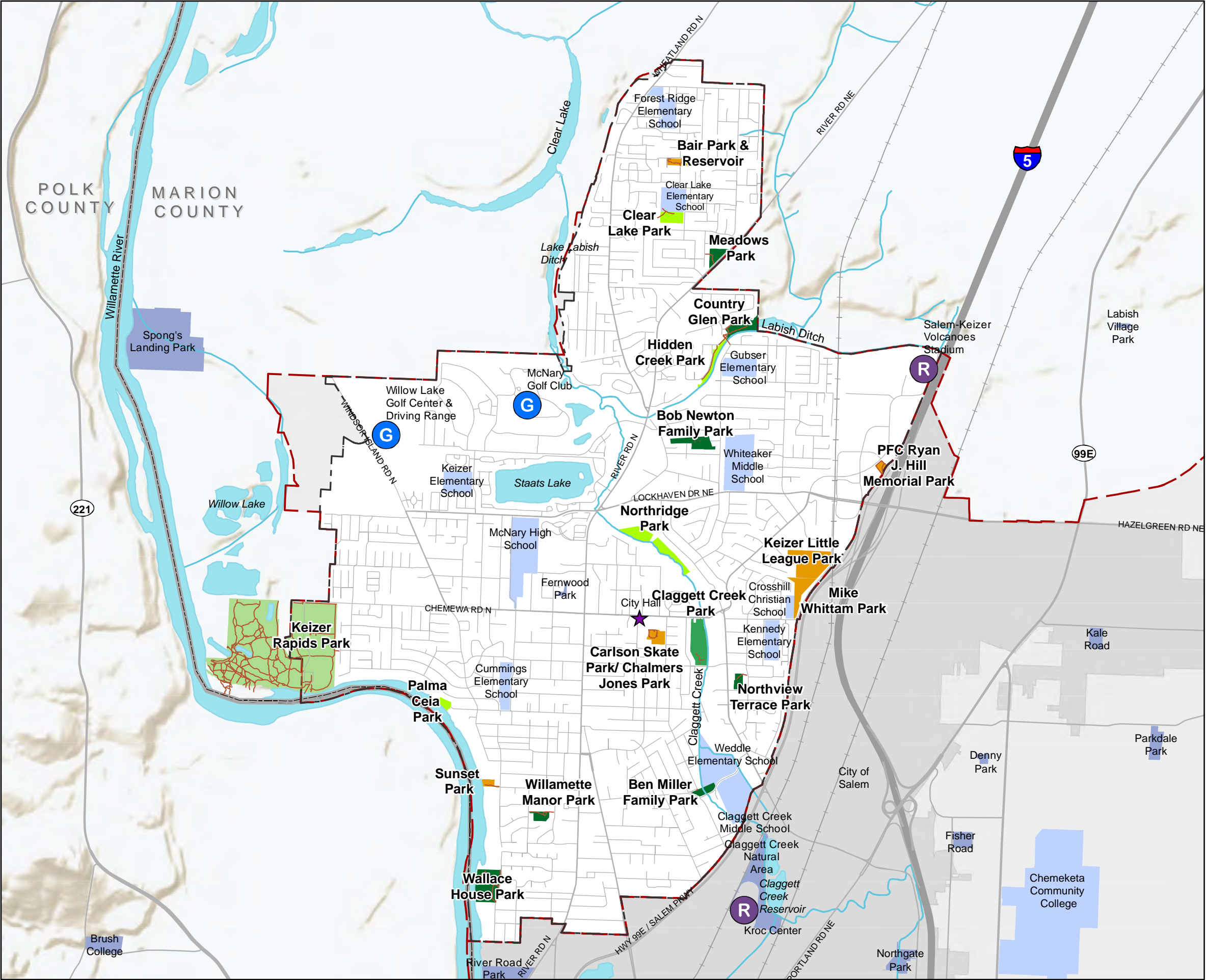
This classification system makes it easier to plan future park development and even identify tiered investment levels for maintenance and capital projects based on the amount of park visitation and use.







## Map 2-1: Keizer Park System



### City of Keizer Parks

- Regional Park
- Community Park
- Neighborhood Park
- Special Use Park
- Natural Area

### Trails and Paths

- Park Trails

### City Facilities

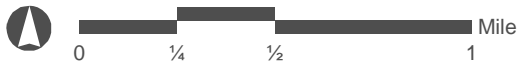
- City Hall

### Other Parks and Facilities

- Parks Provided by Others
- Schools and Colleges
- Golf Courses and Driving Ranges
- Recreational Facilities Provided by Others

### Basemap Features

- City of Keizer Boundary
- City of Salem
- Urban Growth Boundary
- County Line
- Major Streets
- Creeks, Streams, and Waterbodies



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### Regional Parks | 1 site | 148 acres

Regional Parks are large “destination” parks, 100+ acres in size, which protect unique natural/cultural features and provide a variety of specialized recreation opportunities, attracting visitors from across the City and beyond. Designed for large groups, intensive use, and longer stays, these parks include on-site parking, permanent restrooms, and similar support amenities for longer visits.

*Example: Keizer Rapids Park*



### Community Parks | 1 site | 16.4 acres

Community Parks are medium-sized parks, approximately 10-15 acres in size, that provide variety of recreation activities for several neighborhoods or a portion of the community. These sites are designed to support small group gatherings and active and passive uses, such as play, sports, picnicking, and walking/biking. They frequently include sports courts and fields, thematic playgrounds, small-group picnic shelters, and support amenities such as off-street parking and restrooms. These parks may also connect people to natural features or areas.

*Example: Claggett Creek Park*



### Neighborhood Parks | 7 sites | 32.9 acres

Neighborhood Parks are smaller parks, typically 2-6 acres in size, intended to serve nearby neighbors with close-to-home greenspace and activity space. Located within walking and biking distance of park users, these sites serve individuals, children, and families with features such as playgrounds, picnic areas, sports courts, and open grass areas for leisure and play.

*Examples: Bob Newton Family Park, Meadows Park, Wallace House Park*



### Special Use Parks | 6 sites | 30 acres

Special Use Parks are parks intended primarily to support a single function or one or two specialized uses to serve residents, employees, and visitors from across the city. These parks vary in size and service and may include civic centers, urban plazas, sports complexes, community gardens, spray grounds or similar elements not grouped in larger, more diverse community parks.

*Examples: Chalmers Jones/Carlson Skate Park, Bair Park & Reservoir*



### Natural Areas | 4 sites | 18.8 acres

Natural Areas are parks or greenways of various sizes intended to protect natural resources and/or support nature-based recreation activities, including trail use. These sites may include wetlands, riparian corridors, tree groves, or other undeveloped open space to conserve natural environments, protect wildlife habitat and enhance ecological functions. Most have limited park development to support passive uses such as water access, scenic views, walking/biking, and nature interpretation.

*Examples: Clear Lake Park, Palma Ciega Park, Northridge Park*

This classification system shows that while neighborhood parks are most prevalent park type, the City invests heavily in parks with broader appeal and unique uses, including regional and special use parks. On the other hand, Keizer only has one true community park. This drives interest in Keizer Rapids Park, which will meet regional, community, and neighborhood needs when fully developed. Three of the City's four natural areas are currently undeveloped, providing open space with the potential to meet future passive recreation needs.

In addition to City parks, residents have access to other nearby parks and recreation spaces. Marion County manages Spong's Landing Park along the Willamette River, Keizer is also located next to the City of Salem, which offers additional parks and indoor and outdoor recreation facilities.

## FACILITIES

Keizer residents have access to a variety of amenities and facilities that support recreation and community gatherings and events. Within its parks and recreation system, Keizer has outdoor recreation facilities such as playgrounds, picnic areas, a dog park, skate park, outdoor sports courts, and sports fields, along with major facilities such as a boat ramp and amphitheater.

Many existing park facilities are located at Keizer Rapids Park, which is the City's largest park but only partially developed at this time. Bob Newton Family Park, Claggett Creek Park, and Chalmers-Jones Park also contain a variety of facilities, while Keizer Little League Park provides much of the City's ball fields. In Keizer, schools are also an important resource for recreation facilities such as sports fields, playgrounds, and gymnasiums, even though the City does not have a formal agreement with the School District to ensure public recreation use.

## TRAILS AND PATHWAYS

Keizer currently has one linear trail corridor, Hidden Creek Park, which provides walking and biking opportunities. The City also has identified bicycle routes within the city and a regional multi-use path just beyond city limits to the east, which connects Keizer to the City of Salem. Keizer is also along the Willamette River Water Trail, a 190-mile network of paddler-centric parks, natural areas, and campsites.

### KEY PARK FACILITIES

16	Baseball Diamonds
1	Soccer Field
13	Open Turf Fields
1	Full Basketball Court
3	Half Basketball Courts
3	Volleyball Courts
9	Playgrounds
5	Exercise Stations
4	Horseshoe Pits
2	Community Gardens
1	Amphitheater
1	Boat Ramp/Dock
1	Skate Park
1	Dog Park
7	Picnic Shelters
58	Picnic Tables
5	Barbeques
3	Permanent Restrooms
11	Seasonal/Portable Restrooms

## NATURAL RESOURCES

Keizer is home to various natural areas that contribute to the character of the City's park system. It has several wetlands and significant water resources within its boundaries, including the Willamette River, Claggett Creek, and the Labish Ditch that connects to Labish Creek. Keizer's most varied topography is along the Claggett Creek corridor, which currently provides natural open spaces and wetland habitat along the length of its corridor. Sites such as Northridge and Claggett Creek parks provide future opportunities to enhance these features.

## SYSTEM STATUS REPORT

### PROTECTING ASSETS WITH DEDICATED FUNDING

Given the mix of developed and natural park sites, local and regional facilities, and the addition of several developed parks since 2008, the City of Keizer has faced challenges in the maintenance, repair and replacement of aging and worn amenities and facilities. In 2017, the City of Keizer established a Parks Services Fee, a flat fee (currently \$4 per month) charged to all utility customers. The income from this fee is dedicated to improving the services provided in Keizer's parks. It has already made a noticeable impact in the improvement of park conditions. The fee brings in \$680,000 per year and has been critical in completing deferred maintenance projects and in hiring necessary maintenance staff. One of the key features of these resources is the ability to pay for building and maintaining features. The City has completed replacements and improvements to facilities while also supplementing General Fund support for park maintenance, adding another \$360,800 annually. The final small portion of the park system revenues is reservation fees and rentals.

This reliable, dedicated Parks Services Fee has helped the City make steady improvements to protect the investments made by the

### PROJECTS FUNDED BY PARKS SERVICES FEE

- Play structure and rubberized fall protection surfacing at two parks.
- Matched grant dollars to fund larger improvements at Keizer Rapids Park.
- Overdue maintenance and expansion of sports courts and park paths at ten parks.
- Two additional staff positions to improve maintenance and operations across the system.
- Replaced equipment (trucks and mowers) to increase efficiency of maintenance.
- Carlson Skate Park renovation and resurfacing.

community and ensures a better experience for all park users. However, a park assessment conducted in 2020 revealed that some sites still need upgrades, including the replacement of amenities such as tables and benches, as well as ADA accessibility improvements.

## SERVICES AND STAFFING

Keizer provides services through the Parks and Facilities Division of the Public Works Department, one of five major areas of City operations that Public Works oversees. These services are focused on maintaining clean, safe parks for organized and informal activities. The City has been facilitator of recreation events or programming (including community sports and amphitheater programs) but does not directly provide any recreation services such as activities, classes, or events.

The limited public recreation programming options are a result of organizational focus on parks and facilities, constrained funding, and the availability of programs provided by neighboring service providers. As a division of Public Works, the inherent focus of the Parks and Facilities Division is operational. In the past, prior to the Park Services Fee, staffing was inadequate to provide even basic maintenance evenly across the system. That limitation is reduced, but not eliminated, with the new funding. Limited funding of the Parks and Facilities Division restricts its ability to take on new responsibilities, such as the maintenance of new park development and added facilities to existing parks.

While the Department does not function as a full-service recreation provider, the City has assumed some responsibility in recruiting, coordinating, and providing oversight to partner-provided programs and events in parks. For example, through an RFP process, the City contracts with organized providers to operate Keizer Little League Park and the Keizer Rotary Amphitheatre.







Keizer's role in parks and recreation is influenced by the recreation opportunities provided by its immediate neighbor, the City of Salem. Salem has a larger population base to support a much larger park and recreation system. In addition to its parks and recreation programs, the city also is home to the Salem Salvation Army Ray & Joan Kroc Corps Community Center (Kroc Center), a full-service community center that is membership-based but offers subsidized access as part of the organization's social mission. Both City of Salem and Kroc Center programs are readily available to Keizer residents (although the City of Salem does charge a non-resident rate). These established options would make it difficult for Keizer to establish itself as an independent recreation program provider.





# CHAPTER 3

## Needs Assessment







## CHAPTER THREE: NEEDS ASSESSMENT

This chapter highlights community needs for parks and recreation, as well as opportunities for future enhancements as identified during the planning process.

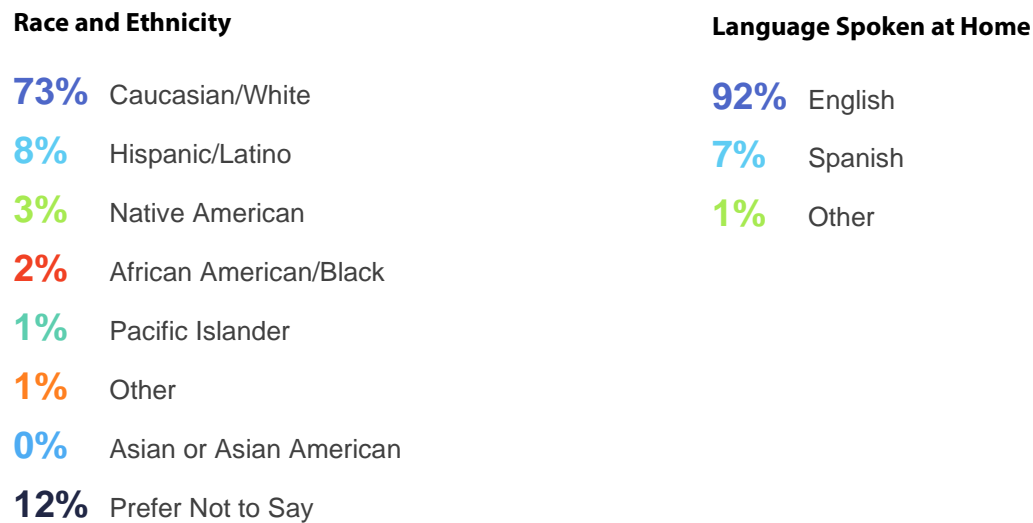
### COMMUNITY PRIORITIES

#### ENGAGEMENT PROCESS

Throughout the planning process, community members and stakeholders provided their input and ideas for parks and recreation in Keizer through a variety of methods, including:

- An online questionnaire,
- Pop-up event,
- Focus group meetings, and
- Stakeholder interviews.

This feedback helped identify community needs, while highlighting opportunities for system improvements and prioritized actions. Results indicate that Keizer residents would like to see increased routine maintenance, more repair and replacement of park features, and the construction of more trails and paths. Other top priorities included increasing natural area and river access, expanding fitness, health, and sports programs, and expanding programming in the form of community festivals, fairs, and events.

**Figure 3-1: Who Did the Online Survey Reach?****ONLINE QUESTIONNAIRE**

An online questionnaire ran from December 1, 2020, to January 11, 2021. It included 17 questions related to parks and recreation and an additional seven questions related to demographics. A total of 462 people responded to the survey and provided their input on parks and recreation.

**POP-UP EVENT**

The City held an intercept event at the KeizerFEST Iris Festival on August 7, 2021, to gather public input on the community's priorities for park and recreation facility enhancements. The intercept event included interactive display boards with a series of questions. Participants used stickers to indicate their answers to questions on four display boards, and post-it notes were available to write in other responses. The intercept event provided an opportunity to be involved for people who may not otherwise participate in the planning process. The event also gave the planning team an opportunity to talk with community members and hear about their experiences and ideas.

**FOCUS GROUPS**

Two separate focus group meetings were held in 2021 with the West Keizer Neighborhood Association and with leaders and stakeholders in organized or recreational sports in Keizer.

**STAKEHOLDER INTERVIEWS**

In December 2020 and January 2021, Keizer Councilmembers were invited to participate in interviews to discuss the Parks & Recreation Master Plan update. City leaders were given an opportunity to provide direction for the planning process by identifying key issues, needs, recreation opportunities, and funding priorities for the Master Plan to address.

## KEY THEMES AND PRIORITIES

Overall, community members indicate that they are satisfied with Keizer's parks and recreation system. Public engagement results during the plan update process indicated that the top priorities of Keizer residents were increasing routine maintenance, repairing and replacing park features, and building more trails and paths.

**Figure 3-2: Community Outreach Priorities**



**Figure 3-3: Park System Satisfaction**

### Amount or Availability of Parks?

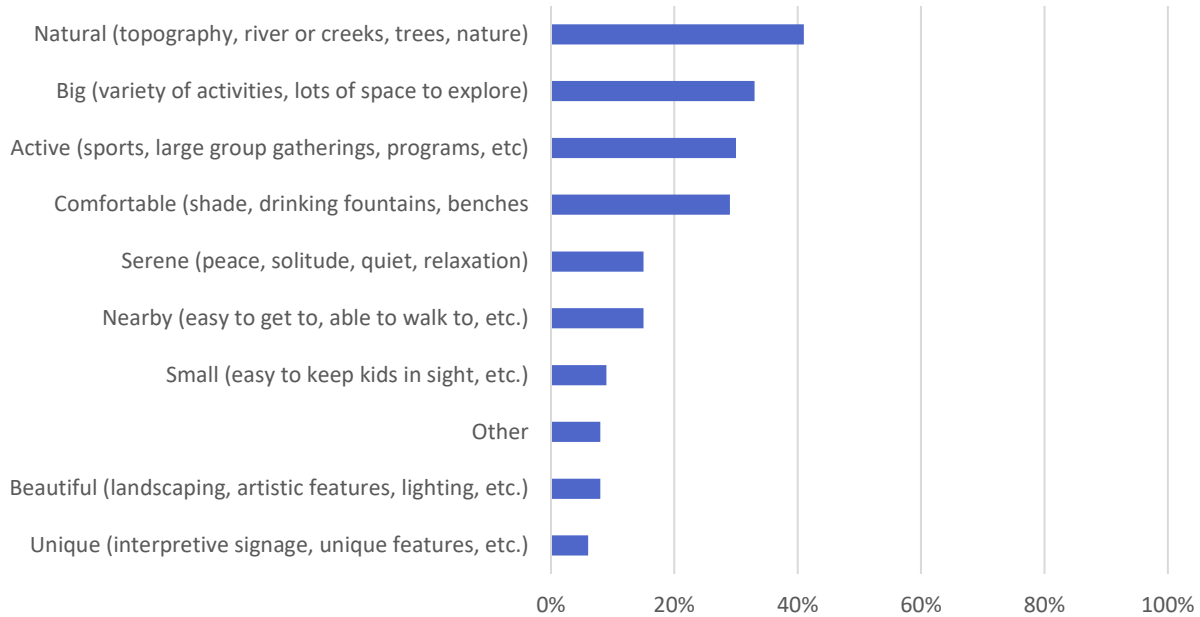
<b>27%</b>	Extremely Satisfied
<b>43%</b>	Somewhat Satisfied
<b>11%</b>	Neutral
<b>12%</b>	Somewhat Unsatisfied
<b>6%</b>	Extremely Unsatisfied
<b>1%</b>	Unsure

### Maintenance and Condition?

<b>27%</b>	Extremely Satisfied
<b>42%</b>	Somewhat Satisfied
<b>12%</b>	Neutral
<b>12%</b>	Somewhat Unsatisfied
<b>5%</b>	Extremely Unsatisfied
<b>2%</b>	Unsure

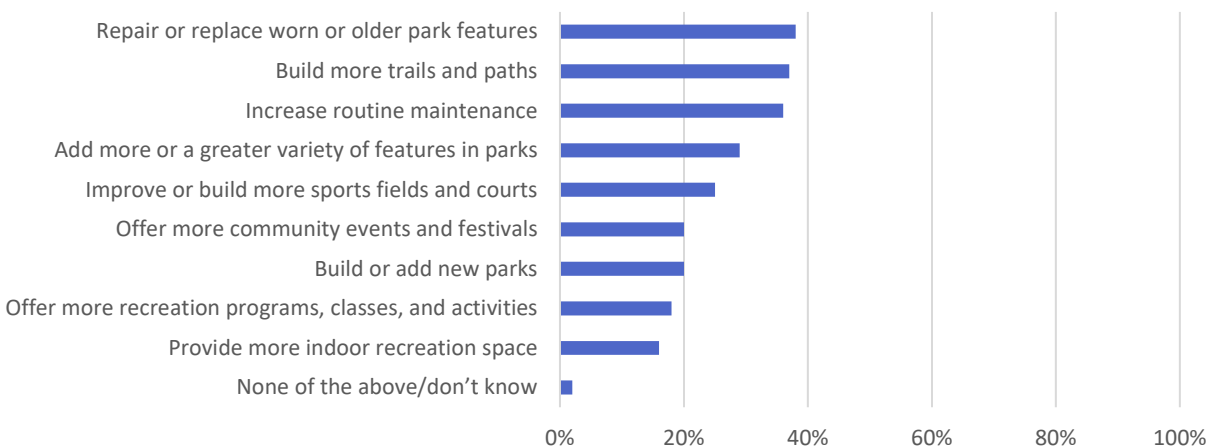
As well as a connection to nature, questionnaire respondents also seek out large, comfortable parks with a variety of activities and amenities as shown in Figure 3-4.

**Figure 3-4: Most Important Park Qualities**



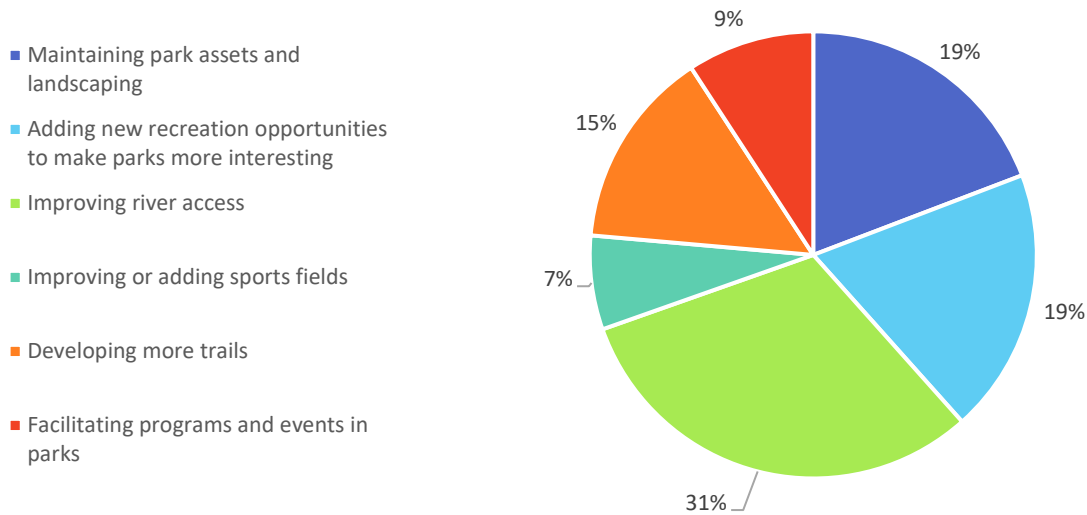
Many Keizer residents believe that maintaining parks and park features should be a top priority. This includes both the repair and replacement of older/worn park features as well as increasing routine maintenance in parks (the first and third top funding priorities in Figure 3-5). On par with responses to other questions about trails in Keizer, the other top funding priority for respondents was building more trails and paths (second top funding priority).

**Figure 3-5: Funding Priorities**



During the pop-up event, improving river access was the top priority with maintaining park assets and landscaping and adding new recreation opportunities to make parks more interesting tied for second.

**Figure 3-6: What's Your Priority?**



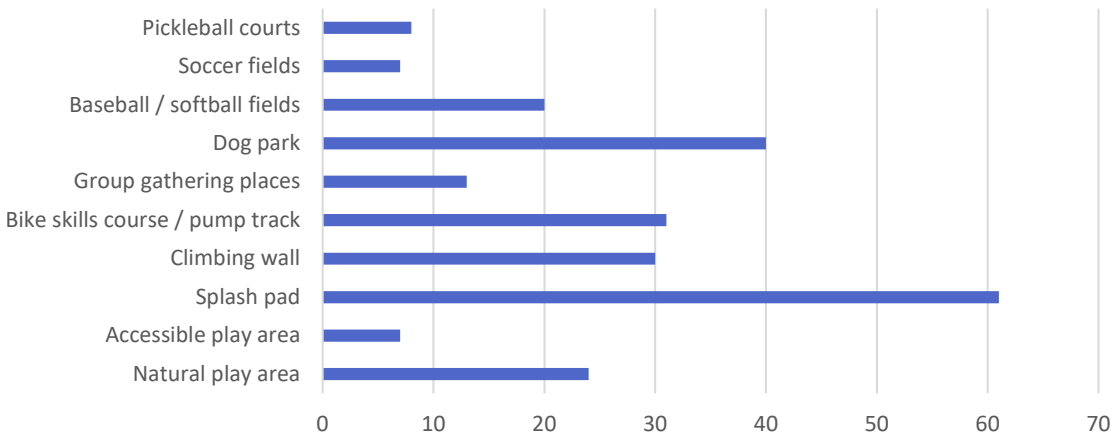
**Figure 3-7: Missing Amenities or Features in Keizer Parks**

Keizer residents feel that trails connecting parks and other destinations and better river access are missing from the parks system. Engagement outreach also indicates the City should consider extraordinary play features and challenge elements when replacing older/worn park features



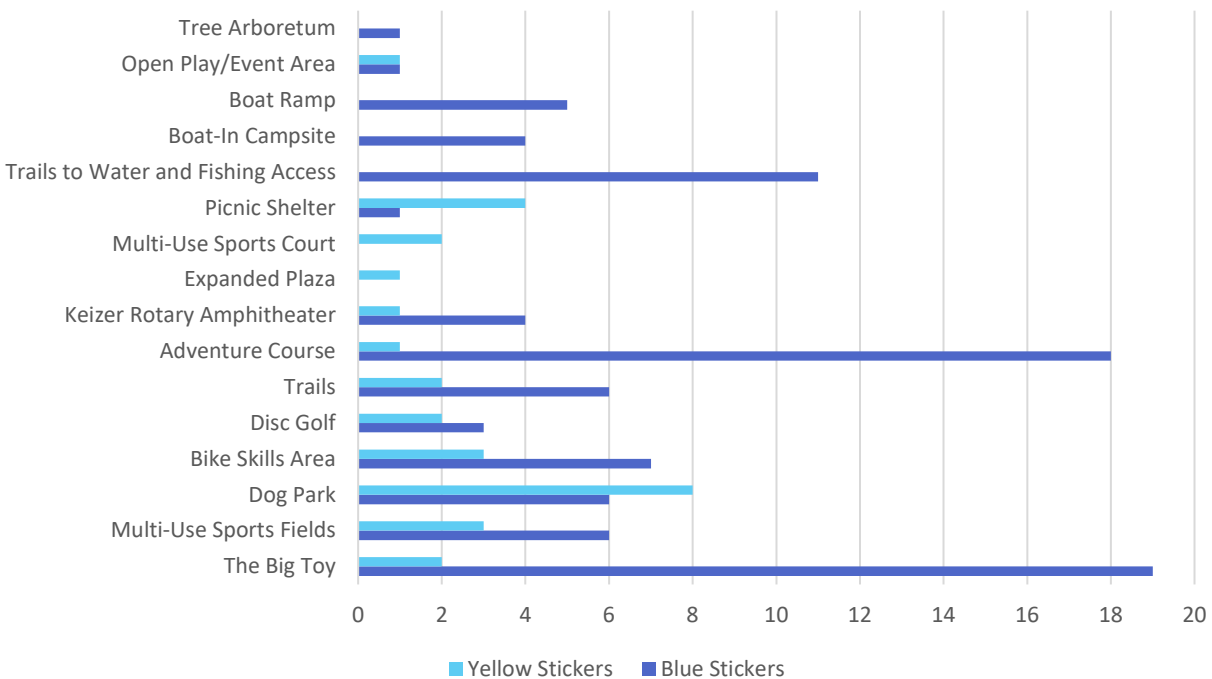
The need for extraordinary play features and other unique park elements was echoed at the pop-up event where top amenities included a splash pad, dog park, climbing wall, bike skills course/pump track and natural play areas.

**Figure 3-8: Priority Park Amenities to Build**



During the pop-up event, participants were shown the concept plan for Keizer Rapids which includes existing facilities and planned or proposed features. A blue sticker indicates the feature participants like best or would use the most and a yellow sticker indicates the feature they like second best.

**Figure 3-9: Keizer Rapids Amenities and Priorities**





## COMMUNITY NEEDS

Community needs for park land, recreation facilities, trails, and activities are influenced by several factors, including evolving recreation trends, changing demographics, and the distribution and condition of existing parks and facilities. Community outreach findings were cross-checked through a technical analysis of trends, level of services, and existing conditions to identify needs.

### PARKS AND RECREATION TRENDS



#### COVID-19

The worldwide pandemic affected many aspects of everyday American life since 2020, with the early stay-at-home orders significantly limiting community gatherings. During this time, parks played a significant role in supporting the need for physical movement and exercise, as individual or small group recreation was categorized by the CDC as essential activities for community health. The City will continue to adapt and update its operations, programs, and policies, understanding that parks access is a critical factor for both physical and mental health and wellness.

#### CONNECTING PEOPLE TO NATURE AND THE OUTDOORS

Across the country, there is a movement to reconnect people of all ages with nature and the outdoors. Since close-to-home access is critical, cities are protecting nearby natural areas, seeking to integrate more natural areas into developed parks, and providing programs to introduce people of all ages to nature and wildlife.

#### TRAIL-BASED RECREATION

While trail-related recreation such as walking, hiking, and running is among the most popular outdoor activities nationwide, Oregonians in particular spend more recreation time participating in these activities than the national average. Nationwide, non-motorized transportation and trail-based recreation activities—including walking, dog-walking, hiking, running and biking—are the top-rated recreational activities across all socio-economic and cultural groups.



#### ACTIVE, AGING POPULATION

As people live longer, the population of “older adults and seniors” encompasses multiple generations, including retirees who are in good health, physically active, and uninterested in participating in typical “senior center” activities. Instead, there is a growing interest in leisure activities for older adults, such as art-related programs and senior sports clubs, and in multi-generational settings.

#### PARTNERSHIPS

An additional trend is an increased reliance on partnerships to provide facilities, services, and programs. These types of partnerships include collaborative efforts to provide or improve access to recreation and social opportunities in parks, in sites owned by others, and in jointly owned or operated parks and facilities. Both non-profit and private organizations are continuing to collaborate with local government agencies to provide major facilities, such as health and wellness facilities, senior centers, sports complexes, and community centers.



#### PLAY FOR ALL AGES AND ABILITIES

The benefits of play for younger children are well-documented. However, play also benefits all age groups and abilities, including teens, younger and older adults, seniors, multigenerational groups, and special needs populations. In addition, more diverse play experiences are trending, such as nature play, water play, adventure play, thematic and destination play.







Keizer is an almost fully built-out community with an established system of developed parks providing various amenities. The developed parks are a source of pride for the community but do not satisfy the full range of residents' recreation needs.

#### **PUBLIC PARK ACCESS**

At this time, Keizer has nine developed or partially developed regional, community, and neighborhood parks with six special use parks and four natural areas for a total of 19 park locations. These parks vary in size, design, and amenities, and 16 of the 19 supply some type of recreational opportunity in their current state.

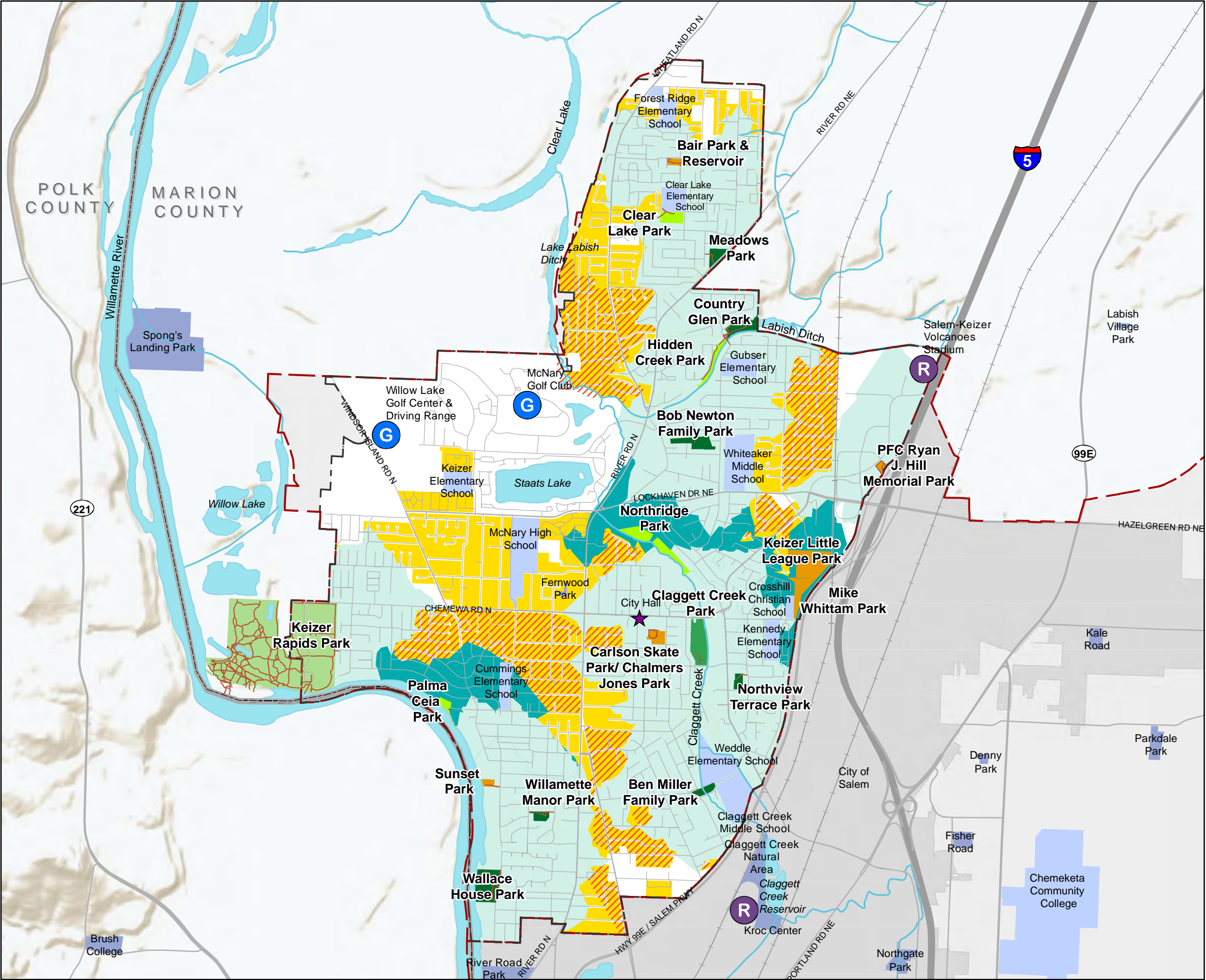
While these parks are distributed across the city, not all of Keizer's residents enjoy the same access to parks within walking distance of their home. As shown on Map 3-1 there are several underserved areas within Keizer where residents lack access to a developed park within a 10-minute walk (one-half mile). The map also shows residential areas with a high park need, according to Trust for Public Land data.

When the gaps in the service area reach are compared with the existing zoning information, four distinct underserved areas are revealed. The largest park access gap occurs in the center of town on either side of Chemewa Rd near McNary High School and Cummings Elementary School. Other significant gaps are located in north Keizer west and south of Clear Lake Park, east Keizer near Whitaker Middle School, and at the southern end of the City near Highway 99E. Larger parks with multiple amenities like Keizer Rapids Park or Bob Newton Family Park typically attract residents from greater distances. While the City has some underserved areas for parks within walking distance, park service is better for those residents able to drive to parks.





Map 3-1: Access Map



City of Keizer Parks

- Regional Park
- Community Park
- Neighborhood Park
- Special Use Park
- Natural Area

Trails and Paths

- Park Trails

Park Access

- 10-minute walk (TPL park service area)

Park Access Gaps - Park Need

- Access gap within a 10-minute walk of an undeveloped park or special use site
- Access gap (residential zoning)
- Very high park need (TPL overlay)

City Facilities

- City Hall

Other Parks and Facilities

- Parks Provided by Others
- Schools and Colleges
- Golf Courses and Driving Ranges
- Recreational Facilities Provided by Others

Basemap Features

- City of Keizer Boundary
- City of Salem
- Urban Growth Boundary
- County Line
- Major Streets
- Creeks, Streams, and Waterbodies

February 2021 Sources: City of Keizer, Monroe County, MIG 2021  
Trust for Public Land ParkServe, Keizer Zoning 2021



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### PARK LAND LEVEL OF SERVICE

Park Level of Service (LOS) is a metric that describes the sufficiency of park acreage in meeting the needs of local residents. LOS is typically calculated as a ratio of the number of park acres compared to the number of people served. It is expressed in terms of acres per one thousand residents. This ratio provides an easy way to describe and set standards for park acreage.

As shown in Table 3-1, the City added a tremendous amount of park land since 2008, increasing the existing level of service from one acre per 1,000 residents to more than six acres per 1,000 residents. Part of this difference lies in the fact that natural areas and undeveloped parks were not counted in 2008. Since then, Keizer Rapids Park, Bair Park, PFC Ryan J. Hill Memorial Park (formerly Keizer Station Park), Palma Ciega and Wallace House Park were added to LOS calculations.

If all developed and undeveloped City park acreage continues to be counted as Keizer's population grows, the City will still offer 5.6 acres per 1,000 residents, exceeding its adopted standard.

### PARK NEEDS

While the Park Access Analysis shows that the Keizer has several unserved neighborhoods within walking distance of parks, the rapid expansion of the park system means the City is exceeding its standard for park land.

Needs for new parks in unserved areas are noted. However, the more pressing need is to improve and maintain the new acreage that the City already owns. Once those needs are addressed, additional park land is needed.

**Table 3-1: Keizer Park Level of Service (2008 and 2020)**

Table Header Text	Level of Service
City Service Levels	
2008 Existing Level of Service	1 acre / 1,000 residents (not including natural areas)
2008 Parks Master Plan Standard	5 acres / 1,000 residents (including natural areas)
2020 Existing Level of Service	6.2 acres / 1,000 residents (including natural areas)
2030 Keizer Service (no new parks)	5.6 acres / 1,000 residents (including natural areas)
Benchmark Data	
2020 NRPA Median for Similar Sized Communities	9.6 acres / 1,000 residents
<b>Total</b>	

*Note: NRPA data are from the 2020 Agency Performance Review, National Recreation and Park Association.*

*The 2020 LOS is based on a 2020 population of 38,580. The 2030 LOS is based on projection of 43,154 identified using 2020 PSU projections for Salem-Keizer UGB, with 12% growth total over the next decade.*



### PARK CONDITIONS

In 2020 the project team conducted a park condition assessment, building upon the existing ADA plan completed in 2018 (City of Keizer Facility Barriers Analysis). High-level findings of that assessment are discussed below.

#### *Park Maintenance and Condition*

Parks in general are well maintained, with staff able to address maintenance needs. Most park amenities and facilities in Keizer are in relatively good condition, needing routine repairs and improvements over the next ten years. Notable exceptions are Keizer Little League Park and Bob Newton Family Park where more investment is needed.

Need for park asset management include:

- Continued repair and replacement of old and worn features, as initiated through the Parks Services Fee. Replacement should take into account opportunities to replace with an enhanced or different recreation facility to diversify recreation options.
- A focus on basic enhancements, such as benches, tables, and shelters.
- Significant improvements at high-use sites, especially Keizer Little League Park and Bob Newton Family Park.

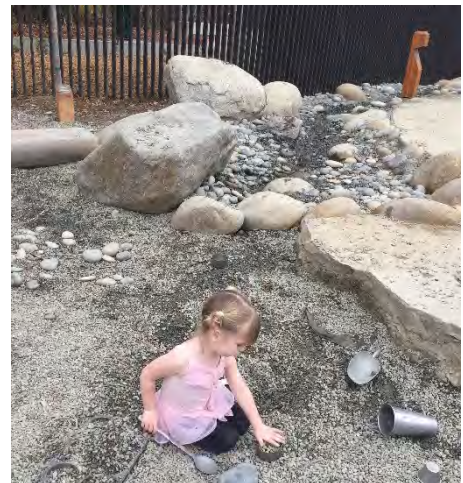




### *Park Amenities and Facilities*

Many Keizer park sites are underdeveloped, and the distribution of park facilities and amenities is uneven. Many sites lack active recreation opportunities and while larger parks tend to devote more space towards providing expansive open turf areas or natural areas, they do not necessarily provide added features. Other parks lack adequate support amenities like drinking fountains, restrooms, benches, picnic tables, shelters as well as internal pathways and connections to these amenities.

The small size of some of Keizer's parks is a factor in where and which amenities are provided. Reinvestment creates an opportunity to assess if the facility is still located in the most appropriate area and if it is the right type of facility to provide for future use and meet future needs. Adding amenities to smaller-scale parks is challenging and may not always be possible. However, finding ways to provide a broader range of amenities that people can easily get to from home is key to enhancing the park experience.





Several areas where park amenities and facilities could be enhanced to better support recreation opportunities include:

- **Diverse Play Opportunities.** Most of Keizer’s existing play areas are traditional post and platform structures. There are many opportunities to better support universal play, nature play, water play, and thematic play areas in neighborhood and community parks that are more appealing to all ages.
- **Challenge Elements:** While playgrounds are designed for ages 2-5 and 5-12, there is noticeable lack of opportunities for ages 13+ in Keizer, including teens and younger adults. This is the same need that led to the development of the Carlson Skate Park years ago. Challenge facilities such as zip lines, climbing elements, bike skills courses and adventure courses are needed.
- **Fitness Opportunities:** Because of COVID-19 closures, interest in health-oriented fitness is high. As this Master Plan was underway, the City installed more outdoor fitness equipment at Wallace House Park. Additional small sports courts and even looped trails in parks are needed to provide more opportunities for fitness, walking and biking.
- **Connections to Nature:** The Park Assessment identified many needs and opportunities to highlight existing natural features, open views of creeks and natural areas, improve passive use of natural areas through interpretation and trails, and enhance nature-based recreation, such as fishing and river-access for waterplay and kayaking.
- **Spaces for Gatherings and Events:** Keizer residents need improved spaces, facilities and infrastructure to participate in community festivals, events and large group activities. Notably, large picnic shelters and pavilions, event space at Keizer Rapids Park, and improved social space at the Keizer Rotary Amphitheatre are needed.



- **Diverse, Multi-Generational Parks.** Community feedback and the technical analysis of parks identified needs for a greater variety of recreation options and experiences. Consideration should be given to supporting activities in parks that people of different ages could enjoy together.
- **Flexible Spaces.** Flexibility is the key to adapting to the changing trends in recreation. This can come in the form of park features that serve multiple activities or can be repurposed for an emerging trend.

### *Park Accessibility*

Recent paving/resurfacing of asphalt paths in certain parks has improved park access. However, many parks have accessibility issues including tripping/mobility hazards caused by tree roots, inaccessible surfacing at major features including playgrounds, benches, and picnic tables, and barriers to otherwise accessible features.

To be effective in providing service to all of Keizer, improvements are needed to walking routes. This includes sidewalks, curb-cuts, and other path improvements to increase park accessibility. Designing for all park users, regardless of physical, sensory, and cognitive differences, will benefit Keizer residents who may experience temporary or permanent changes in their abilities. Quality ongoing maintenance needs to be a priority to ensure an otherwise accessible trail or facility remains so.



## TRAIL NEEDS

Similar to state and regional trends, walking and trail-based activities are of the top activities in Keizer. Across public engagement opportunities, trails and a trail network emerged as a priority for Keizer's residents when considering parks and recreation. Building more trails and pathways was a top funding priority in the online questionnaire and residents feel that trails connecting parks and other destinations are currently missing from Keizer.

Keizer currently lacks a network of safe, active recreational links that connect people with parks and public spaces.

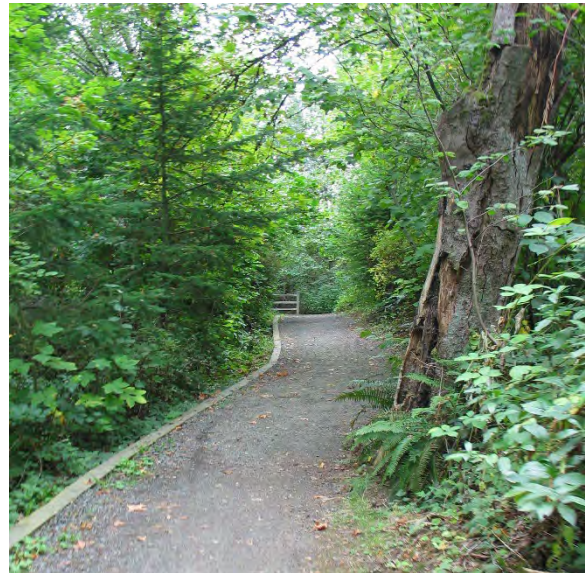
Building on the need for safe, walkable access to parks and the popularity of cycling, an interconnected multi-modal trail network linking Keizer parks is a major opportunity—even though making some trail connections (particularly those along Claggett Creek) are long-term projects. Trail additions and enhancements may include improving accessibility and wayfinding, adding amenities such as directional signage, lighting, art, and resting areas.

**Survey says...Are more trails, pathways and bikeways needed in Keizer?**

**70% Yes**

**12% No**

**18% Unsure**





## PROGRAMS AND SERVICES

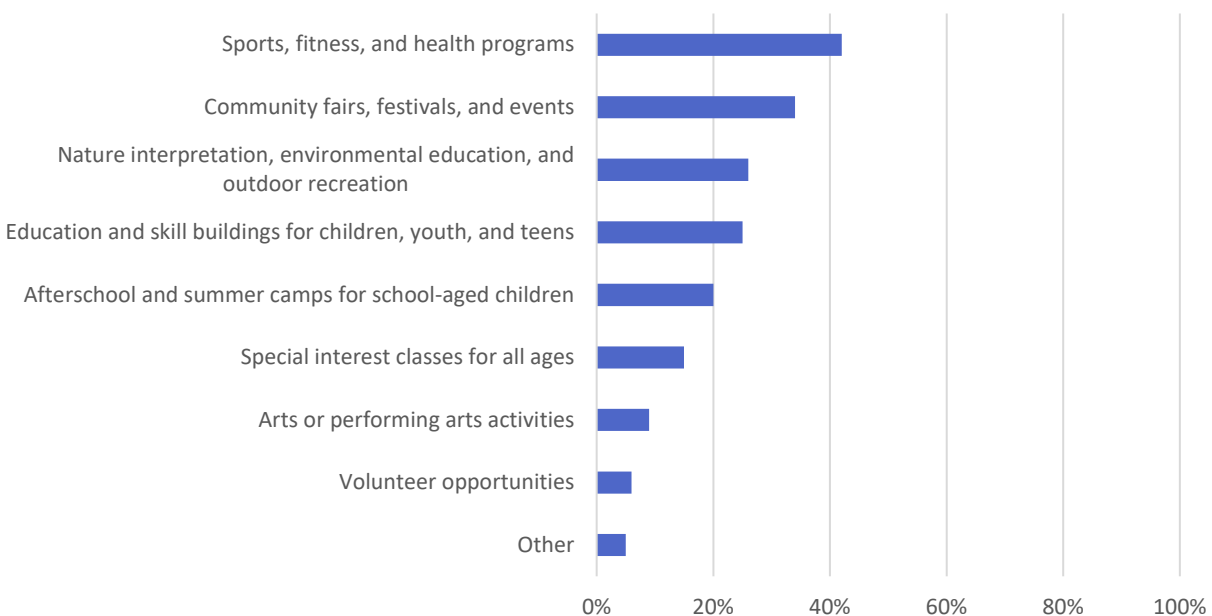
As discussed in Chapter 2, the City does not directly provide recreational activities, classes, or events. However, the City supports organized recreation through the provision of recreation facilities and by contracting with other recreation providers.

Sports participation and interest is high in Keizer. Outreach participants would like to see the City support more sports, fitness, and health programs. Public engagement results also indicated the community would like more community fairs, festivals, and events. While a desire for indoor recreation programs was also noted, that demand was not as strong as other types of activities that could be offered outdoors.

Bringing programming to existing and new parks, plazas and public spaces can enhance community benefits. There is an opportunity for the City to creatively provide programs in parks through partnerships with other recreation providers. Many cities are exploring ways to encourage active recreation opportunities in neighborhood parks within walking distance of residents. This approach includes incentivizing privately-run boot camps, yoga classes, or similar activities in parks.

There also is an opportunity to provide a greater variety of community events, such as a neighborhood movie night or park clean up and invasive species removal day. Pilot programs for outdoor activities in parks can be further explored to increase community gathering opportunities. Increased park activities are also an effective way to minimize and discourage nuisance behavior in parks and increase the perception of park safety.

**Figure 3-10: Most important programs, events, and services to support**

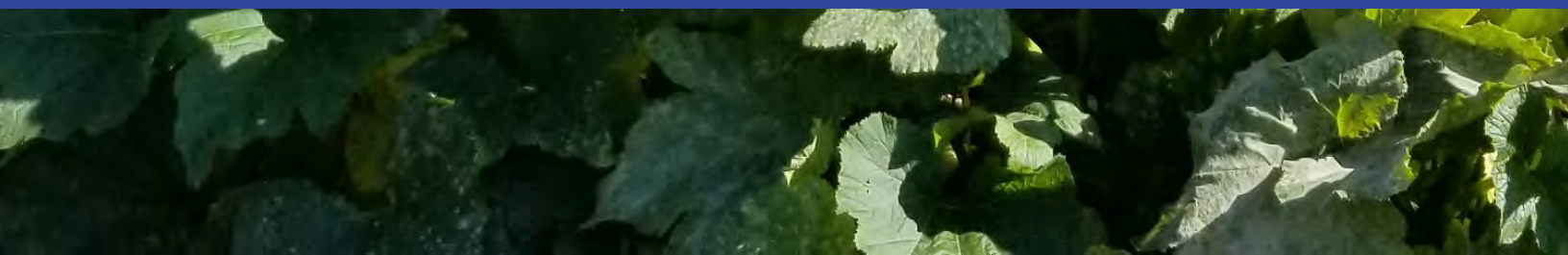






# CHAPTER 4

## Recommendations









## CHAPTER FOUR: RECOMMENDATIONS

The Keizer community's aspirations for parks, facilities, natural areas, trails, and recreation activities are the guiding forces for the Master Plan. This chapter confirms the City's long-term vision and goals for parks and recreation. It also identifies six guiding principles for enhancing the park and recreation system, along with a summary of the site and systemwide recommendations that support these key directions for implementation. These principles are aligned with the 2008 goals for the park and recreation system—except that they bring priority projects more into focus based on the desired level of service for this community.

## VISION FRAMEWORK

In 2008, community feedback from outreach activities was used to define the City's vision, goals and objectives for parks, recreation facilities, trails, programs, and related services. Known as the "vision framework," this information provides a foundation for long-range initiatives for the parks and recreation system.

The 2008 vision and goals were cross-checked by 2020-2021 priorities identified through community outreach and discussed with City staff and the Parks & Recreation Advisory Board. While the long-term vision and goals remain, current City leaders and community members want a Master Plan that provides more specific directions for priority projects to pursue over the next ten years.

For example, the City's long-term vision and goals may include ensuring that a full-service program of indoor and outdoor recreation opportunities is available for community members of all ages and abilities, with accessible parks connected by a highly interconnected and integrated system of trails. However, the current direction based on community priorities is to focus on the quality development and stewardship of parks, facilities, and trails that support outdoor recreation and access to nature. For this reason, this Master Plan confirms the long-range directions, but identifies recommendations tied to the guiding principles.

## VISION FRAMEWORK

The vision framework includes the following elements:

Our **vision** summarizes our community's aspirations for future parks and recreation services.

Our **mission** describes how the Parks Division will carry out our current work.

Our **goals** describe our desired directions for long-range change.

Our **guiding principles** describe the key directions for projects to pursue over the next ten years and beyond.



## VISION

Keizer envisions a livable and interconnected community with a park system that:

- Preserves and maintains a comprehensive system of parks that provide for our community's growth;
- Provides a system of unique destinations reflecting Keizer's pride in its parks and natural areas;
- Enhances waterfront access to take advantage of the opportunities offered by our water resources;
- Provides a system of trails to connect parks, open space, schools, neighborhoods, and regional destinations; and
- Includes facilities and programs that are responsive to the community's needs.

## MISSION

The Parks Division, in collaboration with City leaders and the community, will develop, maintain, and steward the parks, facilities, and natural resources that support accessible recreation activities and social gatherings in Keizer.

## GOALS

The City retains eight long-range goals for the provision of park and recreation services.

**Goal 1:** Provide well-designed, accessible and safe parks, recreation facilities, and natural open space areas.

**Goal 2:** Maximize opportunities for public enjoyment of waterfront access.

**Goal 3:** Connect neighborhoods with parks, schools, natural open space areas, and the waterfront, as well as downtown and the region.

**Goal 4:** Meet the park and recreation needs of Keizer's growing community.

**Goal 5:** Ensure that a program of recreation services is available for community members of all ages and abilities.

**Goal 6:** Provide efficient and high quality maintenance of parks, facilities, and natural open space areas.

**Goal 7:** Be an efficient and effective provider of the parks and recreation services desired by the community.

**Goal 8:** Encourage public involvement in park and recreation issues.



## GUIDING PRINCIPLES

The City's work to enhance parks and recreation over the next ten years will be guided by the following overarching directions, described as guiding principles (not listed in a priority order):

**Principle A:** Support routine maintenance efficiency and effectiveness.

**Principle B:** Reinvest in well-used or aging park features.

**Principle C:** Diversify recreation opportunities for sports, health, and play.

**Principle D:** Increase access to natural areas and river.

**Principle E:** Connect key parks with trails and off-street pathways.

**Principle F:** Facilitate community gatherings, festivals, and events.

## SITE AND SYSTEMWIDE RECOMMENDATIONS

Master Plan recommendations are organized by the six guiding principles that reflect community priorities and the City's desired level of service. They describe specific strategies to enhance the parks and recreation system over the next ten years. Since Keizer Rapids Park development will help achieve four guiding principles, recommendations for this site are addressed first. All recommendations are informed by supporting material in three appendices, which identify guidelines for site enhancement by classification, recommendations by site, and specific projects and costs for improvements. These include:

- Appendix B: Development and Renovation Guidelines
- Appendix C: Site Recommendations
- Appendix D: Capital Project List



## KEIZER RAPIDS PARK DEVELOPMENT

Keizer Rapids Park presents a tremendous opportunity to expand and diversify recreation for Keizer residents and visitors. As the City's only regional park, its largest park, and a partially developed site, Keizer Rapids Park is well situated to help advance four different guiding principles (see sidebar). Its mix of developed and natural areas provide a unique park character to support a variety of active and passive park experiences.

### SITE DEVELOPMENT

Map 4-1: Keizer Rapids Park Development Concept updates the development concept presented in the 2004 Keizer Rapids Park Master Plan. It includes new elements that better respond to the current and future needs of the community. Described in more detail in Appendix C, recommended site development projects will support the following types of recreation experiences:

- Sports:** The developed portion of the park is anticipated to include three multi-use rectangular sports fields to support soccer, rugby, and football. A new pickleball complex (6 courts), a basketball court and futsal court will support additional sports opportunities, in addition to volleyball at this site. Sports field and court enhancements—such as seating, equipment storage, potentially artificial turf, and even added parking—could be added to support local use as well as tournaments.
- Play:** In addition to the Big Toy, a playfield and nature play elements will support family activities.
- Social Gatherings and Events:** The development of an open event space in the southeast part of the park, plus expanded and improved plaza in front of the amphitheatre will create more opportunities for community events, fairs and festivals. Site recommendations also include adding picnic pavilions and shelters of various sizes to support large and small group gatherings. Built-in amenities such as group barbecues and sinks, plus varied and movable tables and chairs will maximize opportunities for shelter use. The continued maintenance of the dog park, and even new shade shelters near the sports field and Big Toy will support events and gatherings.

## PRINCIPLES SUPPORTED BY KEIZER RAPIDS PARK DEVELOPMENT

Diversify recreation opportunities for sports, health, and play.

Increase access to natural areas and river.

Connect key parks with trails and off-street pathways.

Facilitate community gatherings, festivals, and events.









# Map 4-1: Keizer Rapids Park Development Concept



- Trails and Paths**
- Paved Park Trails
  - Nature Trails
  - Other Trail Connections

- Park Facilities and Features**
- P Existing Parking
  - Existing Feature
  - Disc Golf Hole
  - Proposed Feature
  - RR Restroom Expansion

- Basemap Features**
- Park Boundary
  - Urban Growth Boundary/City Limits
  - Major Streets
  - Water Bodies



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- **Diverse Recreation Options:** Some of the most exciting recommendations involve adding or improving unique recreation experiences at this site. A new adventure course, bike skills area, futsal and pickleball courts (described under sports), plus an enhanced disc golf course and BMX bowl add new features that respond to key trends and needs for recreation.
- **River Access:** Recommendations include creating new river viewpoints and improving access to the boat-in camp. While there are places where getting to the river is challenging, the new development concept identifies options to add new fishing access points, including one that sits above the flood zone so that it can be more extensively developed. The boat ramp, dock, and canoe lockers will continue to be maintained to support boating, with conflicting uses adjusted to support safe access to the Willamette River Trail.
- **Trails and Pathways:** Improved trail maintenance, site wayfinding, mileage markers and interpretive signage for an enhanced mix of hard and soft-surfaced trails will support different types of walking and biking opportunities (as well as improved maintenance access to the tree-covered portion of the park). New recommendations include a loop trail, access paths from new parking areas to site features, and even a consideration of connections to downtown via sidewalks and a bike route.
- **Connections to Nature:** In addition to improving selected trails through the natural area, there is an opportunity to add self-guided nature hikes, with trail markers and signage that better tell the story of Keizer Rapids' natural features, the site's heritage as a homestead, and even indigenous and tribal connections to this site. The new development concept includes an expanded arboretum, berm and tree or landscape buffer combining topography and plantings along the eastern edge of the park. This provides a visual separation from the adjacent neighborhood and also minimizes noise from recreation activities. The entire concept is built on an understanding of flood zones and wetlands, protecting these sensitive areas from development.
- **Amenities:** The Master Plan recommends support amenities consistent with the proposed new mix of recreation facilities that will attract crowds for events and tournaments, plus encourage people to stay and play longer. The site will need expanded restrooms, additional paved and overflow parking, a turnaround point to support transit and school bus access, and added amenities. Amenities should include drinking fountains (some dog-friendly), benches and seat walls, fencing, bike racks and bike repair stations, a diverse mix of tables/chairs (instead of just picnic tables), and other amenities that support site access, comfort, and use.

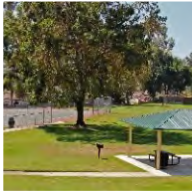
### MAINTENANCE AND OPERATIONS

As described in more detail later in this chapter, Keizer should be prepared to enhance the maintenance level of service at Keizer Rapids Park. New features and facilities will require not only added but specialized maintenance attention. Combined with the added regular use anticipated, plus more events, tournaments, sports games, and large group events, this site may need to have dedicated staff attention. This will be especially true during events and the high-use summer season.

### PARTNERSHIPS

The City has partnered successfully with many groups and agencies in the past to acquire land and develop Keizer Rapids Park. Several new community partners have emerged, creating an opportunity for the City to coordinate with previous and emerging partners in site enhancement. These partnerships are described in more detail in Chapter 5. If partners are able to bring substantial resources to support facility development and/or long-term maintenance, these partnerships are a valuable way for the City to reduce its expenditures. The City will continue to discuss these partnerships to ensure they are in alignment with Master Plan goals and the new Keizer Rapids Park Development Concept.





## **PRINCIPLE A:** Support routine maintenance efficiency and effectiveness.

### **RECOMMENDATIONS:**

- Adopt new maintenance tiers to focus resources on highest use sites, and give attention to natural resources where needed
- Ensure sufficient funding and staffing are available to maintain new facilities
- Involve partners and neighborhood groups in park clean-ups

### **MAINTENANCE TIERS**

All park sites require routine and preventative maintenance to take care of City assets and landscaping. However, parks with higher levels of use, specialized facilities, reservable facilities and organized programs/events typically require a greater level of maintenance. Sites with substantial natural resources may need specialized care as well. This Master Plan simplifies the four-tiered system (Level A, B, C and undeveloped) adopted in 2008 to focus on the level of maintenance that developed park areas should receive (standard or enhanced). It also indicates where sites have extensive undeveloped or natural areas that require a different type and frequency of maintenance (natural resource maintenance). Park land should be maintained according to the appropriate level of use:

#### **Standard Maintenance:**

Parks with regular use require standard maintenance for safety and aesthetics. These sites receive routine and preventative maintenance for amenities and assets, plus routine hazard monitoring and basic landscaping care and beautification.

#### **Enhanced Maintenance:**

Enhanced maintenance is needed at sites that include specialized assets, are programmed, or otherwise are heavily used. City staff will maintain these sites at the highest level, so that sites receive priority during peak use times, as well as special attention to support programming and events.

#### **Natural Resource Maintenance:**

Parks with extensive natural resources often require less frequent and, on occasion, specialized care. Environmental restoration may be needed.

### **KEY SITES FOR MAINTENANCE**

All parks and trails require ongoing maintenance. See Appendix D for the identified maintenance level for each site.

Table 4-1: Park Maintenance Levels

Level	Routine Tasks	Occasional Tasks	Application
<b>Routine and Standard Maintenance for Developed Parks</b>			
<b>Standard</b>	<ul style="list-style-type: none"> <li>• Landscape maintenance (mowing, trimming, edging)</li> <li>• Landscape maintenance</li> <li>• Trash removal and litter pickup</li> <li>• Paved surface and path blowing and debris removal</li> <li>• Routine and preventative care for site furnishings, facilities, and infrastructure</li> <li>• Restroom cleaning or portable restroom dumping</li> <li>• Irrigation maintenance</li> </ul>	<ul style="list-style-type: none"> <li>• Annual fertilization</li> <li>• Pruning</li> <li>• Graffiti / vandalism removal or repair</li> <li>• Amenity repair</li> <li>• Structural evaluation and inspections</li> <li>• Amenity replacement</li> </ul>	<p>Parks with regular use Specialized care is not needed.</p> <p>This applies to all developed sites that do not need enhanced care. See Appendix D.</p>
<b>Enhanced</b>	<ul style="list-style-type: none"> <li>• All tasks in "standard" level, but on a more frequent basis, or sequenced to support activities, e.g., more frequent mowing and litter pickup</li> <li>• Specialized facility maintenance (e.g., splashpad)</li> <li>• Sports field turf irrigation and management</li> <li>• Janitorial care of buildings (e.g., community center)</li> <li>• Shrubs, landscape beds, annual plantings, arboreta</li> </ul>	<ul style="list-style-type: none"> <li>• Repair or replacement of major facilities</li> <li>• Program/event/reservable facility preparation, setup, or cleanup</li> </ul>	<p>Parks, or parts of parks, with specialized assets and heavier or more frequent use, including events and programs. This category includes signature sites that support City identity.</p> <p>Keizer Rapids Park Chalmers-Jones Park/Carlson Skate Park Claggett Creek Park Keizer Little League Park</p>
<b>Natural Area Maintenance</b>			
<b>Natural Resource Maintenance</b>	<ul style="list-style-type: none"> <li>• Routine monitoring and inspection</li> <li>• Tree / brush pruning</li> <li>• Mowing (where appropriate)</li> <li>• Trail clearing</li> </ul>	<ul style="list-style-type: none"> <li>• Tree canopy protection</li> <li>• Invasive species removal</li> <li>• Dumping and hazards removal</li> <li>• Riverbank or streambank stabilization</li> <li>• Natural area restoration</li> <li>• Natural resource management</li> <li>• Fire prevention</li> </ul>	<p>Undeveloped parks or parks with significant natural resources, substantial natural areas, or river/creek adjacencies</p> <p>Keizer Rapids Park Claggett Creek Park Ben Miller Family Park Sunset Park Mike Whittam Park Clear Lake Park Northridge Park Palma Ciea Wallace House Park</p>



**SUFFICIENT MAINTENANCE RESOURCES**

The City of Keizer should invest substantially more in park maintenance. Comparisons with similar park and recreation systems, using the National Recreation and Park Association Park Metrics, confirm that Keizer continues to operate on a very lean staffing and funding model even with additional Park Services Fee funding (Table 4-2).

**Table 4-2: Staffing and Operation Benchmarking (2020 NRPA Park Metrics)**

		<b>Parks</b>		
		<b>Cities with a Population of 20,000 to 49,000</b>	<b>Departments with a Budget \$500,000 to \$1,000,000</b>	<b>Cities with 250 or Less Acres of Park Land</b>
		<b>Keizer 2021</b>		
<b>Residents Per Park</b>				
Median	2031	1963	1857	2037
Lower Quartile		1233	941	1156
Upper Quartile		3140	3106	3960
<b>Acres per 1,000 Residents</b>				
Median	6.2	9.6	9.4	5.2
Lower Quartile		5.4	4.5	2.6
Upper Quartile		15	20.6	10.6
<b>Staffing Total FTE</b>				
Median	4.1	27.3	7.4	15.1
Lower Quartile		14.7	5.7	7
Upper Quartile		50.5	11.4	34.7
<b>Staffing FTE per 10,000 residents</b>				
Median	1.1	8.9	5.9	8.4
Lower Quartile		5	3	4.9
Upper Quartile		15.6	9.2	17.3
<b>Annual Operating Expenditures (Total)</b>				
Median	\$ 698,500	\$ 2,885,847	\$ 696,053	\$ 1,550,187
Lower Quartile		\$ 1,587,057	\$ 6,000,000	\$ 671,449
Upper Quartile		\$ 5,497,877	\$ 820,386	\$ 3,700,000
<b>Annual Operating Expenditures (per capita)</b>				
Median	\$ 18.11	\$ 97	\$ 22	\$ 74
Lower Quartile		\$ 56	\$ 9	\$ 47
Upper Quartile		\$ 200	\$ 54	\$ 124
<b>Operating Expenditures per (gross) acre of park and non-park sites</b>				
Median	\$ 2,898	\$ 8,522	\$ 2,726	\$ 6,176
Lower Quartile		\$ 4,578	\$ 893	\$ 3,315
Upper Quartile		\$ 18,358	\$ 7,666	\$ 13,758

Source: <https://www.nrpa.org/publications-research/ParkMetrics/>

As shown in Table 4-2, comparison categories that aggregate park system data according to cities of a similar population, budget level, and system size show that Keizer has:

- **A small park system** for the number of people it serves, lower than the median park acres by population;
- **A lean staff for maintenance and operations**, far below the median staffing level, largely because over 90% of agencies provide recreation services; and
- **Low overall investment in operations** per capita and per acre of park land.

Keizer should invest more in parks maintenance and staffing for the caretaking of City-owned sites, periodic inspections at facilities operated by contracted providers, and management of contracted providers, partners, and volunteers.

#### MAINTENANCE VOLUNTEERISM

Due to its lean staffing, the City of Keizer has relied on volunteers, site operators, and community groups to support regular park maintenance as well as special clean-up projects. The City should continue to involve partners and volunteers in parks maintenance projects and stewardship to maintain efficient operations. However, the City should not delegate maintenance responsibilities to other groups unless it is part of a maintenance program or partner agreement. This new approach will clarify roles and responsibilities when coordinating with partners. It will also ensure a higher quality maintenance in parks. Recommendations include:

- Formalize expectations for maintenance and asset management in partnership agreements, especially at Keizer Little League Park and the Keizer Rotary Amphitheatre.
- Initiate and formalize Adopt-a-Park and Adopt-a-Trail programs.
- Continue to recruit, involve, and recognize volunteer contributions to park maintenance and site repair, ensuring that volunteer labor has sufficient training and supervision.
- Continue to host periodic park clean-ups and special projects (such as a natural area restoration).





## **PRINCIPLE B:** Reinvest in well-used or aging park features.

### **RECOMMENDATIONS:**

- Repair and replace old/worn features
- Improve comfort amenities and ensure facilities are operable (benches, playgrounds, sports courts, picnic shelters)
- Focus on revenue-generating facilities
- Replace some amenities with different recreation opportunities
- Improve ADA accessibility

### **REPAIR AND REPLACEMENT**

Appendix C documents in detail the recommended improvements for each site in Keizer's Park system. As noted in these site recommendations, some sites need substantial investment, such as Keizer Little League Park (see sidebar).

The City has invested in the repair and replacement of amenities and facilities over the last few years, relying on a new funding source to do so. Long-term, City staff should document the ages and lifecycles of park facilities when renovated, so that an asset management plan can be in place to track and forecast ongoing replacement needs. For example, most play equipment has a lifecycle of approximately 15 years. That means that the City will need funds on-hand to replace play areas again in that timeframe. This approach allows the City to budget for repairs and replacements needed, rather than relying on a Facility Condition Assessment to identify issues.

### **KEY SITES FOR REINVESTMENT**

Key sites for asset management, including the repair and replacement of old and worn features include:

Keizer Little League Park  
Claggett Creek Park  
Bob Newton Family Park  
Country Glen Park

Multiple sites need improvements in amenities such as benches, tables, and pathways.

For reference the approximate life cycle (in years) of various facilities is noted.

Picnic Tables, 15	Skatepark, 15
Benches, 15	Tennis Court Surfacing, 10
Trash Receptacles, 15	Shade Shelters, 20
Individual Barbecues, 10	Backstops, 20
Drinking Fountain, 15	Volleyball Court, 15
Bike Racks, 20	Restroom, 20
Play Area Equipment, 15	Path (Decomposed Granite), 10
Resilient Rubber Surfacing, 10	Concrete Walk, 30
Outdoor Fitness Equipment, 15	Asphalt Parking, 15
Basketball Court Surfacing/ Backboard, 10	Interpretive Signage Panels, 5
Splashpad, 10	Irrigation Equipment, 12

One key issue noted across the community includes trip hazards and surfacing issues on paths, in play areas, and in access to picnic table pads and seating. Extreme weather may degrade play equipment and safety surfaces, decreasing impact attenuation and accessibility. Walking surfaces in several parks present safety or accessibility issues including tripping or mobility hazards caused by tree roots, inaccessible surfacing at playgrounds, benches, and picnic tables, and barriers to otherwise accessible features. Improvements that could be considered for specific sites include maintenance of park surfaces, fencing at the edge of parks or play areas, signage, or increased physical access and clear sightlines.

#### ADA ACCESSIBILITY

In 2018, the City of Keizer conducted a Facility Barriers Analysis, which included findings as per the Americans With Disabilities Act (ADA). A number of park accessibility improvements have been implemented since the release of Keizer's ADA Inventory and Findings. Findings that are still relevant for specific park sites are noted Appendix C.

As documented in the 2020 Park Tour and Assessment, several types of ADA improvements are still needed. Priorities for accessibility improvements in Keizer parks include:

- *Improve access pathways to amenities and facilities in parks.* At least one accessible route shall be provided within the site from accessible parking spaces and accessible passenger loading zones; public streets and sidewalks. At least one accessible route



shall connect accessible facilities, accessible elements, and accessible spaces that are on the same site.

- *Provide accessible amenities, such as benches and picnic tables.* For seating, ensure that clear ground space for companion seating is positioned at the end of benches and parallel to the short axis of the bench. For accessible picnic tables, consider the access path, pad underneath (level with the ground or access path), surfacing, table type, and placement. Picnic tables should include clear ground space for wheelchair spaces. Adequate clear ground space on usable sides of grills should be provided.
- *Ensure accessible play areas.* Ground level play components accessed by children with disabilities should be integrated into the play area and at least one of each type shall be on an accessible route. Pay close attention to play area surfacing for both safety and accessibility, especially where movable surfacing may be dispersed under swings and high-use areas.
- *Provide Universal, All-Inclusive Play Options.* Integrate accessible, universal play elements into all play areas rather than only in one universal playground. Universal, accessible play areas are essential for providing play options for children of all abilities with stimulation for multiple senses. Smaller accessible play elements can also be integrated into smaller playgrounds with traditional play features.
- *Ensure accessible connections to nature.* Nature trails, fishing access points, boat launches, etc. also should address accessibility needs. These improvements are addressed in site recommendations.
- *Provide accessible parking.* Accessible parking spaces are required for each parking facility on a site. On sites with multiple parking facilities, the minimum number of accessible spaces must be calculated separately for each parking facility instead of on the combined total of parking spaces provided on the site. At least one of every six accessible spaces, or fraction of six, in each parking facility must be sized to accommodate vans. Where parking serves multiple entrances to a facility, accessible spaces must be dispersed among accessible entrances. Accessible parking spaces must be located on the shortest accessible route to an accessible entrance, relative to other spaces in the same parking facility.



These improvements should be addressed when individual amenities are replaced, parks are renovated, and new amenities and facilities are added to parks. Priority sites in need of accessibility improvements include the following:

- **Keizer Little League Park:** In 2018, KLLP had the most categories of barriers noted in any City park. These improvements have not been addressed since the release of that ADA assessment. Noted issues include parking, paths of travel, trails, dugouts, spectator areas, buildings, and slopes. These and all non-compliant amenities should be addressed when individual elements or portions of the park are renovated.
- **Sunset Park:** The slope (and easement width) in the path to the water does not appear to be compatible with ADA standards. If it is feasible, this could be a great accessible riverfront location in addition to Keizer Rapids Park.
- **Ben Miller Park:** A paved trail is provided directly to water fountain and play area, but the play surfacing is not accessible. There is no other path connection or features. An accessible picnic table and bench with a connection to the existing paved route would enhance this site.
- **Bob Newton Family Park:** ADA barriers were noted in parking lots, common areas, seating, playground surfacing and access, and paths of travel to various amenities.





## **PRINCIPLE C:** Diversify recreation opportunities for sports, health, and play.

### **RECOMMENDATIONS:**

- Increase rectangular sports fields (soccer, rugby, football)
- Add and replace sports courts (pickleball, futsal, basketball, volleyball)
- Partner to improve Keizer Little League Park
- Improve sports field/court scheduling
- Improve play areas
- Offer a greater variety of recreation options (e.g., futsal, bike skills course, adventure course)
- Diversify play opportunities (e.g., challenge elements for ages 13+, nature play, zip line, climbing elements)

### **SPORTS FIELDS AND COURTS**

The majority of existing sports fields in the City are diamond-shaped ballfields for baseball, softball, and T-ball. These diamonds could also support activities such as kickball when not programmed for other uses. On the other hand, the City is highly deficient in the availability of rectangular sports fields that support activities such as soccer, rugby, football, and lacrosse. Statistics show that participation in these rectangular-field activities is increasing across the nation, while softball and baseball participation is slowing.

While Salem-Keizer School District sports facilities could support additional sports play, these were not available during the COVID-era facility closures. This absence exacerbated sports field and court needs while this Master Plan was being developed. Many cities that run organized sports programs through their Recreation Divisions establish joint-use agreements with schools to ensure the availability of school amenities for public use. Since the City of Keizer is not a program provider or scheduler, this type of agreement does not exist here. However, the City alone cannot meet all sports field needs. The City also is not in the business of meeting indoor sports and gymnasium needs.

This Master Plan recommends that the City of Keizer continue to increase outdoor facilities to support sports—but it has limited sites where this is feasible. New sports fields are emphasized

### **KEY SITES FOR SPORTS, HEALTH, AND PLAY**

See Appendix C for additional site recommendations for the following parks:

Keizer Rapids Park  
Keizer Little League Park  
Wallace House Park  
Bob Newton Park  
Bair Park  
Meadows Park  
Ben Miller Park



at Keizer Rapids Park, while several sites have the ability to add sports courts to support active recreation. This Master Plan recommends sports court improvements and the addition of pickleball courts and complexes, futsal courts, full basketball courts, and multi-use sports courts at several sites.

#### **DIVERSIFIED PLAY AND CHALLENGE OPPORTUNITIES**

The City of Keizer plays a key role in supporting a variety of close-to-home play spaces, as well as destination play opportunities such as the Big Toy. Nowadays, people recognize that play can involve exploration, creating, and learning—besides climbing, sliding, spinning, and swinging. It can be self-directed, organized, or spontaneous. This Master Plan notes options to add “play value” to the City, by adding thematic play, nature play, playfields, climbing features and other unique play experiences.



While play equipment typically is designed for age groups 2-5 and 5-12, research shows that play provides benefits for all ages. Recent park trends support integrating multi-generational play or activity areas with parent-child opportunities, challenge elements for teens and young adults, and elements that support playful interactions for all ages. In Keizer, the Master Plan recommends adding an obstacle course, climbing wall, interactive games, bike park or pump track, and fitness stations into existing parks.

Given the City’s unique mix of natural areas and developed park space, the Master Plan recommends adding nature play features to connect people to the natural environment through natural materials, loose parts, and opportunities for hands-on exploration. Plants and trees can be integrated into play spaces to stimulate exploration and discovery, improving play areas by providing a wide variety of play props and open-ended play opportunities. These areas should utilize native plants and trees where possible and avoid high-allergen or toxic species. Bair Park and Keizer Rapids Park are two places where nature play is recommended.



CHAPTER FOUR: RECOMMENDATIONS

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## PRINCIPLE D: Increase access to natural areas and river.

### RECOMMENDATIONS:

- Invest in key sites that support broad river access for recreation (e.g., Keizer Rapids Park and Wallace House Park)
- Improve Palma Ciega and Sunset Park to enhance water access opportunities.
- Expand nature and river-based recreation options (e.g., fishing, kayaking, canoeing, swimming, wading)
- Improve nature trails and wayfinding
- Highlight existing natural features in parks through improved access, open views, and vegetation management

### ACCESS TO NATURAL AREAS

With the Willamette River, Claggett Creek, and Labish Creek, along with an amazing tree canopy, wetlands, and other open space areas, Keizer has an opportunity to connect people to riparian corridors and natural areas.

Site assessments highlight a strong potential of waterfront sites to further integrate opportunities for nature interaction and access. Parks fronting the river could be designed and managed to maximize their potential in providing river access for recreation and to bring people in closer contact with the Willamette. City-owned natural areas also offer a wealth of opportunities for interaction with nature if access is provided.

Six key sites are identified for the opportunities to enhance connections to nature. Recommended site enhancements include the development and improvement of:

- Nature trails
- Wildlife viewing areas
- Interpretive or educational signage
- Creek views through vegetation management

### KEY SITES FOR NATURE ACCESS

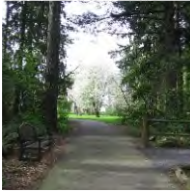
See Appendix C for additional site recommendations for the following parks:

Keizer Rapids Park  
Wallace House Park  
Sunset Park  
Bair Park  
Claggett Creek Park  
Northridge Park  
Palma Ciega



- Fishing platforms at Keizer Rapids Park
- Improved access to the Willamette River Trail through Sunset Park
- River views at Palma Ciega
- In the long-term, new trail corridors along Claggett Creek, including an undeveloped portion of Claggett Creek Park and the undeveloped Northridge Park.





## PRINCIPLE E: Connect key parks with trails and off-street pathways.

### RECOMMENDATIONS:

- Add loop trails in parks
- Provide three new trail corridors
- Coordinate with transportation to support on-street bike lanes and routes
- Connect to regional trails (long-term)
- Improve wayfinding
- Provide amenities to support trail users (bottle fill stations, bike repair stations, dog waste stations)

### TRAIL CONNECTIVITY

The City's vision to have a Citywide bikeway and pedestrian trail network is a long-term goal. In making progress towards that goal, this Master Plan maps out a trails concept for multiuse paths (Class I trails) that could support access to key parks and community destinations in the next ten years and beyond. Figure 4-2 recommends the development of paved, multiuse rights-of-way completely separated from streets. These may include a soft-surfaced buffer for jogging and/or appropriate amenities such as boardwalks and bridges that will be needed to provide trails in riparian corridors.

As described in Appendix C, key corridors include:

- **Labish Ditch Trail:** Running along the irrigation ditch, this trail connects the Volcanoes Stadium to Country Glen Park and the Hidden Creek Park trail on the west; and to the regional Salem-Keizer Parkway trail on the east. It also provides access for residents to the Keizer Station shops and restaurants.
- **McNary High School to Chemawa Road:** As noted in the Transportation System Plan, an off-street path near the High School would connect students and nearby residents to the bike lanes and wide sidewalks along Chemawa Road that extend to Keizer Rapids Park.

### KEY SITES FOR CONNECTIVITY

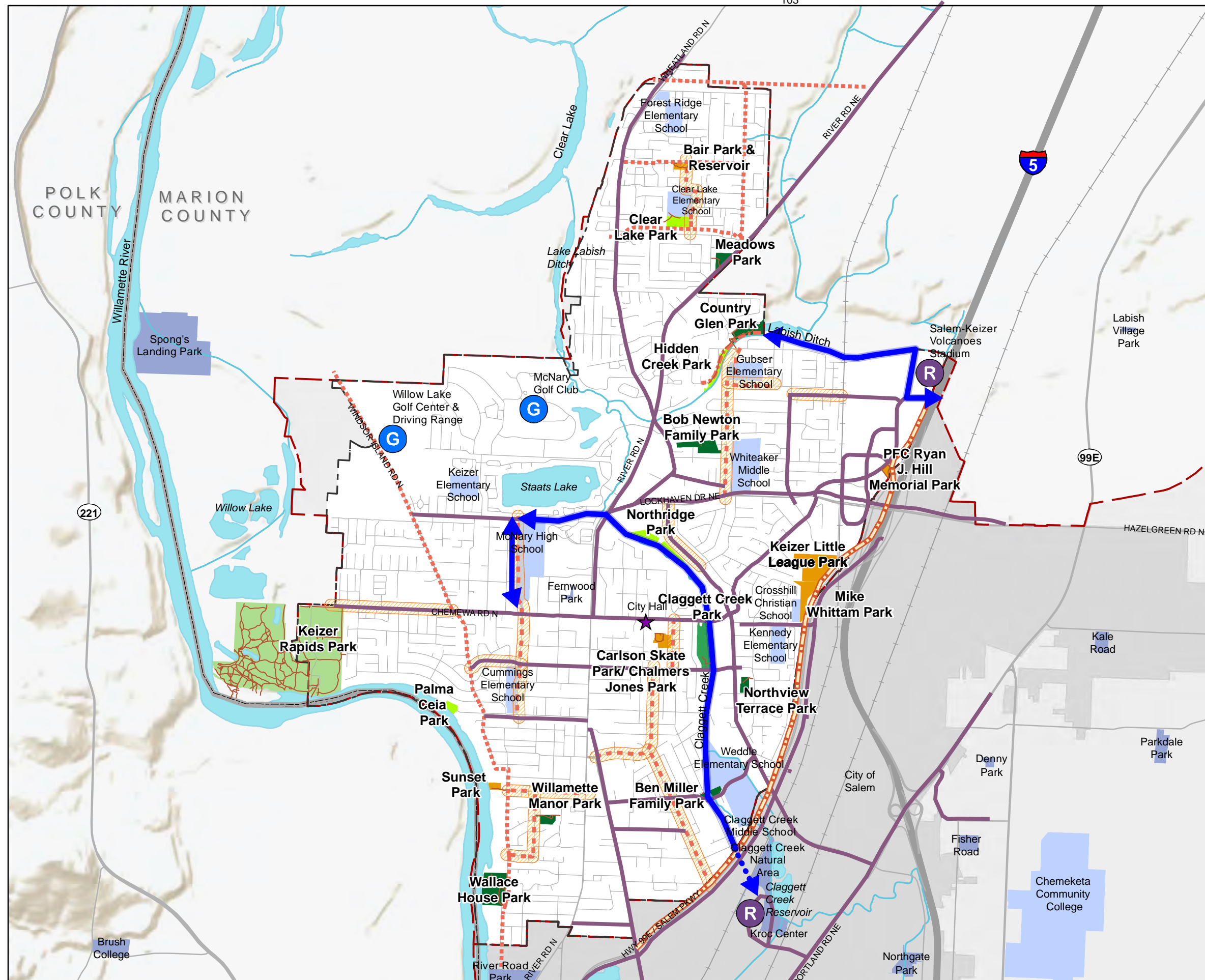
See Appendix C for additional site recommendations for the following parks:

Labish Ditch Trail  
McNary High School to  
Keizer Rapids Park Trail  
Claggett Creek Trail  
Loop trails at multiple sites





## Map 4-2: Park and Trails Connections



### City of Keizer Parks

- Regional Park
- Community Park
- Neighborhood Park
- Special Use Park
- Natural Area

### Trails and Paths

- Park Trails
- Desired off-street trail connections

### Bike Facilities\*

- Bike Lanes
- Bike Route
- Multiuse Path

### Bike Facility Projects\*

- Bike Lanes
- Bike Route

\*Transportation System Plan trails (2009)

### City Facilities

- ★ City Hall
- Parks Provided by Others
- Schools and Colleges
- G Golf Courses and Driving Ranges
- R Recreational Facilities Provided by Others

### Basemap Features

- City of Keizer Boundary
- City of Salem
- Urban Growth Boundary
- County Line
- Major Streets
- Creeks, Streams, and Waterbodies

February 2021 Sources: City of Keizer, Monroe County, MIG 2021  
Keizer Transportation System Plan



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- **Claggett Creek Trail:** As part of the community's long-term vision, this trail would extend from McNary High School through Northridge Park, Claggett Creek Park, and Ben Miller Family Park heading south along the creek towards the Kroc Center and Claggett Creek Natural Area in Salem. Along the way, it also has the opportunity to connect to Weddle Elementary and Claggett Creek Middle School. This trail would be expensive to develop because it traverses wetlands and requires access paths (such as in Northridge Park and Ben Miller Family Park) down steeply sloped embankments. The long-term vision also would require a bridge to safely access the Kroc Center. Unlike the other trails, this trail has potential to serve underserved areas, providing interpretive elements, play features, and par course style fitness features to support recreation, as well as connections to nature and trail connectivity.

These paths will augment biking opportunities provided through bike lane and routes identified through the City's Transportation System Plan. When updated, the Transportation System Plan should be amended to include these recommended off-street multi-use trails.

- **Salem-Keizer Parkway Trail:** Another long-term improvement is proposed to enhance walking and biking access to Keizer Little League Park and Mike Whittam Park. This trail is described in the site recommendations. While this regional Salem-Keizer Parkway Trail is not accessible directly from the sports field complex, the City should explore opportunities to provide an accessible, paved pathway connecting the sports complex to Mike Whittam Park. At that location, there is an opportunity to access the regional trail.







## **PRINCIPLE F:** Support expanded community gatherings, festivals, and events.

### **RECOMMENDATIONS:**

- Expand social gather spaces to support community events (e.g., plaza, community event space)
- Enhance or add more dog parks to serve as gathering places for pet owners
- Add picnic shelters and pavilions for family and large group gatherings

### **GATHERING SPACES**

Through this Master Plan, the City of Keizer confirmed its role in providing and maintaining the spaces and places that bring residents together to socialize outdoors. As noted with Keizer Rapids Park, this includes improving the amphitheatre plaza, creating a maintained lawn with nearby utilities to support events, and adding pavilions and picnic shelters. At Bob Newton Family Park, this includes developing an open picnic plaza by improving the existing picnic area near the shelter to create an appealing and trip-free surfacing in lieu of the degraded grass area with exposed tree roots. At Wallace House Park, this involves adding a picnic shelter and barbecues to create an opportunity for a picnic and stroll down to the river. In addition, the Master Plan recommends added maintenance at Claggett Creek Park, given this site's prominence as a picnic area and gathering place.

### **DOG PARKS**

In Keizer, the off-leash dog park at Keizer Rapids Park provides social space for dogs and their owners, particularly for those with limited or no yard space. Community outreach noted a desire to have more of these gathering places (both for dog walking and socializing) across the community. This Master Plan recommends using existing open space at Country Glen Park and Willamette Manor Park to establish off-leash dog areas—primarily intended to serve nearby neighborhoods. Instead of the large, fenced dog parks, these can be unfenced designated off-leash areas or smaller dog runs with dog waste stations, trash receptacles, seating and/or covered areas and shade trees, and potentially a walking loop for dog owners.

### **KEY SITES FOR SOCIAL EVENTS AND GATHERINGS**

See Appendix C for additional site recommendations for the following parks:

Keizer Rapids Park  
Wallace House Park  
Bob Newton Family Park  
Claggett Creek Park  
Country Glen Park  
Willamette Manor Park





## ADDITIONAL LONG-TERM RECOMMENDATIONS

### RECREATION PROGRAMS/PARK ACTIVATION

The question of how to facilitate and fund organized recreation programming in the City of Keizer has surfaced many times over the last ten years. The 2008 Parks & Recreation Master Plan included recommendations for the City to transition to a more traditional approach of managing park and recreation services and start to fill gaps in programming provided by other recreation providers. The 2008 Plan specifically recommended a pilot recreation program and the hiring of a program coordinator who would identify programs, publicize them, and establish a registration system.

This 2021 Master Plan, however, recognizes that the City plays a stronger role as a park and facility provider. It confirms that the City's role, for now, is to "facilitate" self-directed and organized activities in its parks by coordinating with sports leagues, the operator of Keizer Little League Park, the operator of the Keizer Rotary Amphitheatre, and other community groups interested in providing events, activities, or programs in Keizer's parks. However, the City does not play a role in recruiting other types of program providers or scheduling and hosting classes, camps, or activities.

The option to be a full-service recreation provider will be revisited in the long-term as needs increase for an indoor recreation facility. This shift is not anticipated in the next ten years.

There are actions the City can take to better support organized recreation in the short and long term. Recommendations include:

- *Continue to promote volunteerism and partnerships.* As a key leisure activity, residents participate in volunteer programs. Continue to manage and support volunteer projects in City parks, as noted in the maintenance recommendations.
- *Charge sufficient fees to address maintenance and offset asset management needs.* Continue to offer City facilities, sports fields, and parks for reserved use and for events hosted by community groups. Ensure that event permits and facility reservation fees build in charges to address immediate maintenance impacts from the activity, plus a facility use fee to collect revenues to address facility wear and tear. Fees should be vetted according to market conditions.
- *Consider proposed programs/events in parks according to their fit with Master Plan goals.* As community groups or private providers request the use of parks to host activities and events, programs and events that support the following are well-aligned with Keizer's park system:
  - Sports
  - Fitness and health programs, including boot camps or yoga classes in parks
  - Community events, fairs, and festivals
  - Nature interpretation and environmental education

## **TARGET LAND ACQUISITION**

This Master Plan identified several underserved areas in the community that lack nearby access to park land. As a ten-year plan, this Master Plan does not recommend any new land acquisition or divestment. However, City leaders should consider any new opportunities that may arise to better serve City residents—even if these opportunities are unanticipated at this time.





# CHAPTER 5

## Priorities and Implementation









## CHAPTER FIVE: PRIORITIES AND IMPLEMENTATION

Each of the projects recommended in this plan is important. Over the ten-year timeframe for this Master Plan, Keizer will annually determine how to prioritize implementation. Some projects are low cost and easy to implement, while others may be more complex or costly. Complex projects may need to be broken into steps to make implementation progress.

### CAPITAL AND OPERATIONS COSTS

Building Keizer's future park and recreation system will require funding beyond the resources the City currently applies to park projects and operations. Excluding long range projects that will extend beyond the 10-year planning horizon, the total planning-level capital cost for implementing the improvements recommended in Chapter 4 is more than \$16 million, as noted in Appendix D. This works out to an ongoing average investment of around \$1.6 million per year over the next ten years.

#### CAPITAL COST BREAKDOWN

**\$13,357,000**

New Facilities

**\$2,842,000**

Replaced or Enhanced  
Existing Facilities

**\$16,199,000**

Total System-Wide

Sustaining the investments Keizer makes in its parks requires annual, ongoing resources that keep up with the amount of park land, the number of facilities and the intensity of use. The Park Services Fee gives the City flexibility to adequately fund maintenance, while making some targeted capital improvements. Due to inflation and added maintenance in Keizer's parks, the full amount of the Park Services Fee eventually will be needed for maintenance. This assumes that the General Fund contribution would also remain consistent.

The projected maintenance budget is built on a refined model, presented in Appendix D, which assigns all parks to three levels of maintenance. Standard maintenance costs are based on the average amount per acre the City is spending today. Enhanced maintenance invests more to address the needs of intensively used sites. These additional funds support for more frequent service and repair at the City's most popular sites. Natural areas are not self-managing and also require resources for stewardship, although less than developed park areas. Each of these costs is an annual, per-acre cost and is applied based on a percentage of the total site acreage.

The assigned level of maintenance in Appendix D will assist in planning how maintenance dollars should be applied and budgets increased as features are added. For example, as additional high-use features are added to Keizer Rapids Park, the percentage of that site that is budgeted for Enhanced Maintenance should increase.

## OPERATIONS PROJECTION

**\$698,500**

**Current Operations Budget<sup>1</sup>**

**\$1,209,000**

**Recommended maintenance budget, 2031<sup>2</sup>**

**\$510,500**

**Additional maintenance resources needed.**

<sup>1</sup> Projected 2021 budget, not including the portion of the Park Services Fee revenue used for capital.

<sup>2</sup> Includes \$133,000 in maintenance resources for Keizer Little League Park that should be addressed by the contracted operator.







## PRIORITIZATION CRITERIA

As part of its annual budgeting and development of a short-term capital improvement plan, Parks and Facilities Division staff, in conjunction with the Public Works Department, will evaluate funding and prioritize projects for implementation. The Plan presents a two-step evaluation process for prioritizing capital projects.

- **Guiding Principles:** Screening projects by the Master Plan's guiding principles can initially sort projects to determine their eligibility for inclusion in the capital projects list. The left column on the next page will be used to see how well the proposed project addresses Master Plan recommendations and responds to the top community priorities.
- **Park System Realities:** For projects that advance Master Plan guiding principles, each project will be evaluated against additional criteria that reflect the realities of the park system. This second step will help sequence projects to support project phasing and scheduling for implementation.

## PRIORITIZATION OUTCOMES

A project that addresses many principles or criteria may still show up outside of the near-term project list due to difficulty in implementation, lack of operations sustainability, or other challenges. Facets and features to each project may occur over time. For realities of implementation, larger projects can be divided into smaller entities that focus on different priority timelines. As projects, priorities, opportunities, and community needs shift, so can that project ranking.

Additional projects and actions may be proposed by the community. Once these ideas are vetted to confirm they are consistent with Plan principles and direction, emerging ideas can also be considered using these same criteria.

### ALIGNMENT WITH GUIDING PRINCIPLES

How well does a proposed project address the following Plan guiding principles?

- **Principle A:** Support routine maintenance efficiency and effectiveness.
- **Principle B:** Reinvest in well-used or aging park features.
- **Principle C:** Diversify recreation opportunities for sports, health, and play.
- **Principle D:** Increase access to natural areas and the river.
- **Principle E:** Connect key parks with trails and off-street pathways.
- **Principle F:** Facilitate community gatherings, festivals, and events.

### PARK SYSTEM REALITIES

How well does a proposed project address the following criteria?

- **Safety and Use:** Does the project repair or replace a worn feature to improve safety or restore use?
- **Resource Availability:** Does the project use or leverage available resources (staffing, funding, grants, partnerships, equipment)?
- **Cost Savings:** Does the project reduce costs, increase revenues, increase sustainability, or increase maintenance and operational efficiencies?
- **Ease of Implementation:** Can the project be done quickly and easily (e.g., advanced planning, feasibility studies and permitting have been completed)?
- **Existing Opportunity:** Can the project be implemented using existing park space or available space?
- **Value:** Does the project deliver high value for the cost or resources needed, relative to other projects?
- **City Priority:** Does the project coincide with or support another City project or initiative?
- **Community Priority:** Does the project repair or renovate a high-use, popular park/facility or address other top community needs?
- **System Balance:** Does the project increase equity, access, or geographic distribution of recreation opportunities?
- **Multiple Benefits:** Does the project benefit many people and/or support multiple or flexible uses?
- **Timely:** Does the project take advantage of a limited-time opportunity or unexpected funding source?





## ACTION PLAN

Keizer will continue to renovate and build park features to serve the community's needs. The prioritization criteria will make it clearer why projects move forward in the order they do. In the short-term, this action plan sets an initial course to begin implementing the Master Plan.

1. Complete the park renovation projects promised as part of the Parks Services Fee package in a way that advances overall recommendations for each site.
2. After that package of projects is complete, commit the funding to ongoing maintenance of the park and recreation system.
3. Maximize the existing system, which can include working with partners to create some excitement. Invest in Keizer Rapids Park, developing the supporting amenities and infrastructure to complement partner projects and enhance the site in multiple ways.
4. Sustain a focus on improving the accessibility of all parks and features, making necessary improvements alongside other projects.
5. Complete and implement the partnership at Keizer Little League Park and initiate improvements with the new operator.

## FUNDING STRATEGIES

The City of Keizer currently does not have the capital or operations funding on hand to implement all of the projects desired by the community. It is important to note that in most cases, the funding used to build new features is not available to provide for ongoing annual maintenance. This is specifically true for some of the largest potential sources of funding, System Development Charges (SDCs) and grants. To build recommended features, sustain the community's investment in existing resources and keep Keizer's parks safe, clean, and green, the City will need to identify additional sources of funding.

### DEVELOP PARTNERSHIPS

The City has active and ongoing conversations with community partners for various park and recreation projects. Existing and new partnerships are going to be a critical part of expanding Keizer's recreation opportunities. However, the City does not have the staff or other resources to pursue every possible partnership idea, many of which will need sustainable operational funding for long-term success. The City can offer expertise around what these ongoing maintenance tasks and costs are. This can help determine ongoing partnership determine roles and responsibilities in sustaining specific facilities. Partnership development will involve building on existing or emerging relationships to help the entire community around parks and recreation in Keizer understand the needs, challenges, and priorities in the community.

### IDENTIFY SUSTAINING FUNDING

The City made an important connection in establishing the Parks Services Fee. Using the flexibility of this source (which can be applied to both capital project construction and ongoing maintenance) Keizer has been able to build/replace features and have funding to backfill current under-funding of maintenance and operations. Other capital costs will need to come from other sources and be matched with more operating dollars.

## POTENTIAL PARTNERSHIPS

Several potential partners have emerged to support desired park projects. These and other emerging partnerships will be carefully vetted, with roles and responsibilities defined through contracts or partnership agreements.

- Mid-Valley Soccer Club/Marion County (artificial turf soccer field)
- Salem Rugby (multi-use sports fields and support amenities)
- ROTC (adventure course)
- Capital City Disc Golf Club (disc golf course)
- BMX (bike skills course)
- Keizer Amphitheater operator (events and plaza)
- Keizer Little League Park site operator and other groups (KLL Park improvements)
- Oregon State Marine Board (boating facilities)
- Other neighborhood associations, sport leagues and non-profits (pickleball, neighborhood park enhancements, community events, art)

## **KEEP FEES AND CHARGES CURRENT TO REAL COSTS**

There is an important relationship between what it costs to build and maintain Keizer's park and recreation system and the amount of the fees charged (at least partially) to cover the costs. This is particularly true for System Development Charges and the Parks Services Fee, both of which are understood to cover a particular portion of these costs. The City should regularly review and update the cost basis for these fees and charges. This will create an informed discussion about increasing or finding other sources of funding. It is not necessary that these fees must keep up with rapidly rising costs, but the regular re-examining allows the community and leadership to understand where additional funding should be applied.

## **PURSUE GRANTS STRATEGICALLY**

Some of the recommended projects, particularly the trail connections, may be eligible for grants that are focused on transportation and the City should keep an open mind about the wide variety of potential funding sources. Typically, grants are competitive processes that fund only capital costs and require a City to commit to the maintenance and operation of the resulting facilities. Some resources will also need to be identified for matching funds. To be effective at competing for grant funding, the City will need at least one staff member focusing some time on the process, application timing, and positioning of projects with various agencies.

## **CONSIDER BONDS AND DEBT FOR CAPITAL IMPROVEMENTS**

For the portion of park projects left unfunded by fees and charges, the primary alternative or supplement to consider would be bonded debt. The City has multiple options for funding bonds to provide the capital resources needed for projects. The first and most common is the General Obligation (GO) bond which requires voter approval for property taxes to cover the repayment. The second, called full faith and credit, or bonds approved by the City Council only, require repayment from the general operating funds of the City (with income from existing taxes and fees).



## CALL TO ACTION

This plan calls on the community – including neighbors, activists, organized groups, City staff and elected leaders – to recognize the value of parks and recreation. Everyone who values their local park, who is passionate about a sport or activity or wants to see the community grow even more healthy, safe, and strong has a role to play in improving the Keizer park and recreation system. Together, we can build from a strong base to maintain, and reinvest in, the assets that have made us a great community, to connect to each other and the natural world around us.







# APPENDIX A

## Park and Facility Inventory





Appendix A: Park and Facility Inventory

		Athletic/Sports Facilities								Outdoor Recreation								Specialized			Natural Features/Trails					Amenities																
	Acres	Multi-Use Sports Court	Pickleball Court	Tennis Court	Basketball Court	Horseshoes	Volleyball Court	Youth Ball Diamonds	Soccer Field	Playground	Community Garden	Exercise Station	Open Turf	Skate Park	Dog Park	Picnic Shelter (Large)	Picnic Shelter (Small)	Amphitheater	Other Building	Boat Ramp / Dock	Natural Area	Interpretive Signage	Fishing / River Access	Soft-Surfaced Trail or Path*	Hard-Surfaced Trail or Path*	Barbecues	Picnic Tables	Restroom (Permanent)	Restroom (Portable/Seasonal)	Signage (Identity/rules)	Drinking Fountain	Bleachers	Benches	Bike Rack	Dog Waste Station	Trash Receptacles	Street Parking	Parking Lot	Adjacencies			
Regional Park																																										
Keizer Rapids Park	148.0						3			1		1	✓		1	1		1	3	1	✓	✓	✓	✓	✓		16	2	✓	✓	✓		✓	✓	✓	✓		✓		River		
Subtotal	148.0	0	0	0	0	0	3	0	0	1	0	1	1	0	1	1	0	1	3	1	1	1	1	1	1	0	1	2	1	1	1	0	1	1	1	1	1	0	1			
Community Parks																																										
Claggett Creek Park	16.4				1	2		2	1	1		1	✓			1					✓				✓	✓	11		✓	✓	✓	✓	✓	✓	✓	✓		✓		Clagett Creek		
Subtotal	16.4	0	0	0	1	2	0	2	1	1	0	1	1	0	0	1	0	0	0	0	1	0	0	0	1	1	11	0	1	1	1	1	1	1	1	1	0	1				
Neighborhood Park																																										
Ben Miller Family Park	2.4									1			✓								✓	1				✓	2		✓	✓	✓					✓	✓			ES/CC MS		
Bob Newton Family Park	5.9	1			0.5	2		2		1			✓				1									✓	11		✓	✓	✓			✓	✓	✓	✓	✓	✓			
Country Glen Park	5.9									1		1	✓				1				✓				✓		3		✓	✓	✓			✓	✓	✓	✓	✓			Hidden Creek Park	
Meadows Park	3.0									1		1	✓									✓			✓		3		✓	✓	✓			✓		✓	✓					
Northview Terrace Park	2.1				0.5					1			✓												✓	4			✓							✓		✓		✓		Northview Terrace Pool
Wallace House Park	11.2									1		1	✓								✓	✓	✓	✓	✓		4		✓	✓	✓			✓	✓	✓		✓			River	
Willamette Manor Park	2.4	1			0.5					1			✓				1							✓	✓	✓	5		✓	✓	✓		✓	✓	✓	✓	✓				Holiday Swim Club	
Subtotal	32.9	2	0	0	1.5	2	0	2	0	7	0	3	7	0	0	0	3	0	0	0	3	3	1	1	4	4	32	0	6	7	6	0	5	3	4	7	5	3				
Special Use Park																																										
Bair Park & Reservoir	2.1																				✓	1		✓	✓		1			✓				✓		✓	✓					
Chalmers-Jones Park/Carlson Skate Park	3.6										1		✓	1		1						✓			✓		11		✓	✓	✓			✓	✓		✓		✓		City Hall	
Keizer Little League Park	17.6							12					✓				1		2					✓		✓	1	✓	✓	✓	✓	✓		✓	✓		✓		✓		Church of Christ	
Mike Whittam Park	3.9										1										✓	✓				1		✓	✓				✓	✓							Crosshill Christian School/Church	
PFC Ryan J. Hill Memorial Park	1.3																				✓	✓			✓				✓				✓	✓	✓	✓				Kaiser Permanente/Panera		
Sunset Park	1.5												✓								✓		✓	✓		1			✓				✓		✓	✓	✓					
Subtotal	30	0	0	0	0	0	0	12	0	0	2	0	3	1	0	1	1	0	2	0	4	4	1	2	4	0	14	1	3	6	2	1	6	4	2	5	2	2				
Natural Area																																										
Clear Lake Park	4.0												✓								✓														✓	✓					Clear Lake ES	
Hidden Creek Park	3.7																				✓				✓				✓				✓		✓	✓				Labish Creek, Country Glen Park		
Northridge Park	9.5																				✓																				Clagett Creek	
Palma Ciea Park	1.6																				✓		✓						✓													
Subtotal	18.8	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	4	0	1	0	1	0	0	0	0	0	2	0	0	1	0	2	2	1	0			
Grand Total	246.1	2	0	0	2.5	4	3	16	1	9	2	5	13	1	1	3	4	1	5	1	13	8	4	4	11	5	58	3	11	17	10	2	14	9	10	16	8	7				

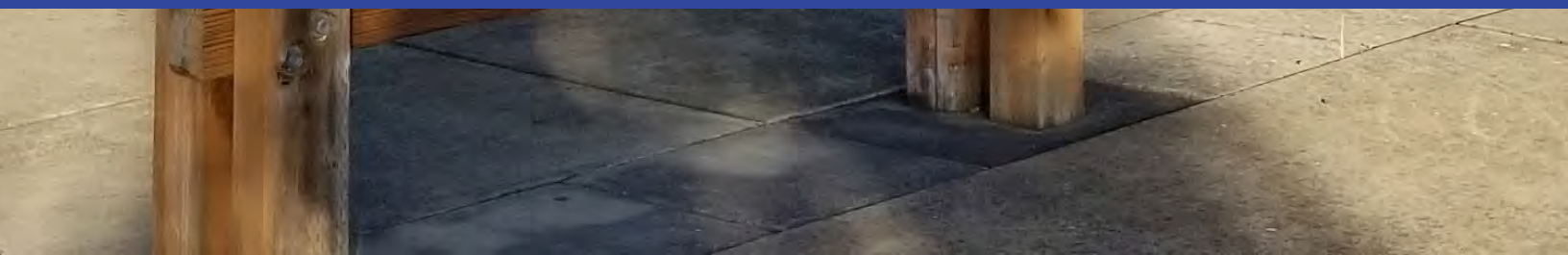
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# APPENDIX B

## Development and Renovation Guidelines









## Appendix B: Development and Renovation Guidelines

The Master Plan presents guidelines for the design, development, and renovation of existing and new parks. Their purpose is to ensure the provision functional, safe, and aesthetically pleasing parks that reflects the City's identity and character.

### ORGANIZATION

The guidelines are organized by park classification. For each classification, guidelines are presented in four categories:

- **Size and Access.** The size of a park, and particularly the developable area, determines the type of park and uses possible at the site. Access addresses the frontages, preferred modes of transportation, and entrances to the site.
- **Recommended Amenities.** Parks should include certain types of amenities and facilities to meet needs for recreation, social gathering, and site use. These elements are required for these types of parks.
- **Amenities to Consider.** Parks may include a greater variety of amenities—beyond what is required—to expand site use and recreation experiences. If site size allows, these additional amenities can be incorporated into the park as long consistent with the size and intended scale of the park.
- **Incompatible Amenities.** In some cases, there are park resources that conflict with the purpose and character of parks within a classification. These should be avoided.



## REGIONAL PARKS

### INTENT

Regional Parks are large destination parks, which protect unique natural/cultural features and provide a variety of specialized recreation opportunities, attracting visitors from across the City and beyond.

### SIZE AND ACCESS

- 100+ acres
- Frontage on a major street(s)
- Off-street parking should be provided
- Sidewalks, bike lanes, and ideally a Class I path will provide access via walking and biking to nearby destinations and trail network

### RECOMMENDED AMENITIES

- Destination playground
- Picnic pavilions, large and small group shelters
- Event space, amphitheater, and plaza (with utilities)
- Active recreation space, such as a variety of sports fields and sports courts (lighted)

- Connections to protected natural areas (e.g., trails, dock, fishing platform, boat launch, boat-in camp, etc.)
- Specialized facilities, such as an off-leash dog area and disc golf
- Accessible pathways and loop trail
- Wayfinding and interpretive signs
- Permanent restrooms
- Tables, seating, bike racks, trash receptacles, water fountains, signs, and other basic site furnishings

### AMENITIES TO CONSIDER

- Additional play features (nature play, skate spots, game tables, etc.)
- Challenge elements (adventure course and bike skills course)
- Public art or historical element
- Arboretum and landscape plantings
- Indoor recreation center
- Maintenance/storage facilities

### INCOMPATIBLE AMENITIES

- Uses that damage protected natural areas and resources





## COMMUNITY PARKS

### INTENT

Community Parks are medium-sized parks that provide variety of recreation activities for several neighborhoods or a portion of the community.

### SIZE AND ACCESS

- 10-15 acres
- Frontage on a collector or arterial street
- Sidewalks and bike lanes/paths should connect to the park
- Site should be relatively level and developable for recreation uses

### RECOMMENDED AMENITIES

- Play area, medium to large-scale
- Small- and medium-size picnic shelter
- Open lawn for sitting and informal play
- Sports fields and courts
- Permanent restrooms
- Off-street parking
- Shade (trees, shelters, canopies, sails)
- Accessible pathways

- Wayfinding and interpretive signs
- Tables, seating, bike racks, trash receptacles, water fountains, signs, and other basic site furnishings

### AMENITIES TO CONSIDER

- Splash pad
- Community garden
- Additional play features such as skate spots, bocce courts, ping pong tables, pump track, etc.
- Off-leash dog area
- Loop trail
- Natural areas and trails
- Lighting for fields, courts, or pedestrian paths
- Utilities to support special events
- Public art or interpretive element

### INCOMPATIBLE AMENITIES

- Regional-scale facilities (arboretum, recreation center, regional sports complex)



## NEIGHBORHOOD PARKS

### INTENT

Neighborhood Parks are smaller parks intended to serve nearby neighbors with close-to-home greenspace and activity space.

### SIZE AND ACCESS

- 2-6 acres
- Access from a local street
- Sidewalks should connect to the park

### RECOMMENDED AMENITIES

- Play area, ages 2-5 and 5-12
- At least one or two picnic tables
- Open lawn area
- Active recreation use (sports courts, outdoor fitness equipment and/or youth sports practice field)
- Trees (for shade and to preserve canopy cover)
- Internal accessible pathway system

- Tables, seating, bike racks, trash receptacles, signs, and other basic site furnishings

### AMENITIES TO CONSIDER

- Small shelter, shade structure, or gazebo
- Other small-scale active recreation resources (climbing wall, ping pong tables, chess tables, skate spot, horseshoe pits, etc.)
- Natural areas, but not throughout the entire site
- Drinking water fountain
- Portable restrooms
- Pedestrian-scale lighting
- On-street parking

### INCOMPATIBLE AMENITIES

- Lighted fields or courts
- Community-scale facilities
- Permanent restrooms,
- Off-street parking



## SPECIAL USE PARKS

### INTENT

Special Use Parks are parks intended primarily to support a single function or one or two specialized uses to serve residents, employees, and visitors from across the city.

### SIZE AND ACCESS

- Size varies, depending on the special use
- Access depends on special use. Site should have at least one access point from a public street

### RECOMMENDED AMENITIES

- Special use resource or facility
- Tables, seating, bike racks, trash receptacles, signs, and other site furnishings suited to the scale of the park

### AMENITIES TO CONSIDER

- Small play area in addition to special use
- On or off-street parking sufficient for site use
- Shelter, shade structure, or gazebo
- Lighting
- Drinking water fountain
- Food concessions
- Permanent restrooms
- Natural areas
- Storage/maintenance buildings
- Reservoirs

### INCOMPATIBLE AMENITIES

- Any uses or features that would conflict or detract from the special purpose of the site





## NATURAL AREAS

### INTENT

Natural Areas are parks or greenways of various sizes intended to protect natural resources and/or support nature-based recreation activities, including trail use.

### SIZE AND ACCESS

- Size varies depending on the natural resource and area needed to preserve or protect it
- Each site should have at least one access point from a public street
- Site should connect to a trail network if available

### RECOMMENDED AMENITIES

- Internal paths or looped trail, if feasible
- Tables, seating, bike rack, trash receptacles, signs, and other basic site furnishings

### AMENITIES TO CONSIDER

- Nature play features
- Small picnic area or shelter
- Trailhead kiosk
- Viewpoints or viewing platforms
- Seating circle / outdoor classroom

### INCOMPATIBLE AMENITIES

- Uses or features that would degrade the resource being protected
- Ornamental plantings





# APPENDIX C

## Site Recommendations



## Appendix C: Site Recommendations

As a supplement to Chapter 4, Appendix C provides a site-by-site overview of existing Keizer parks and identifies recommendations for existing and proposed sites. The purpose of the appendix is to define the vision for each site in the future park and recreation system.

Recommendations for each site were developed based on findings from both community engagement as well as a technical evaluation and analysis of site conditions. More specifically, the following data were incorporated:

- Results from the Park Tour and Condition Assessment (2020), which were reviewed and discussed with City staff;
- Community engagement findings, including the online questionnaire (2020-21), focus group meetings, and stakeholder interviews;
- The technical analysis of citywide community needs (2021), which identified ways that individual parks sites and trail corridors contribute to overarching park and recreation needs based on their locations and unique characteristics;
- Parks and Recreation Board member comments and direction (2021), including specific input about the sites each Board member represents;
- The City of Keizer Facility Barriers Analysis (2018), that included findings as per the Americans With Disabilities Act; and
- Keizer Parks Priorities 3-5 Year Plan (2018).

This appendix describes park recommendations first, followed by those for trail corridors extending beyond City parks.

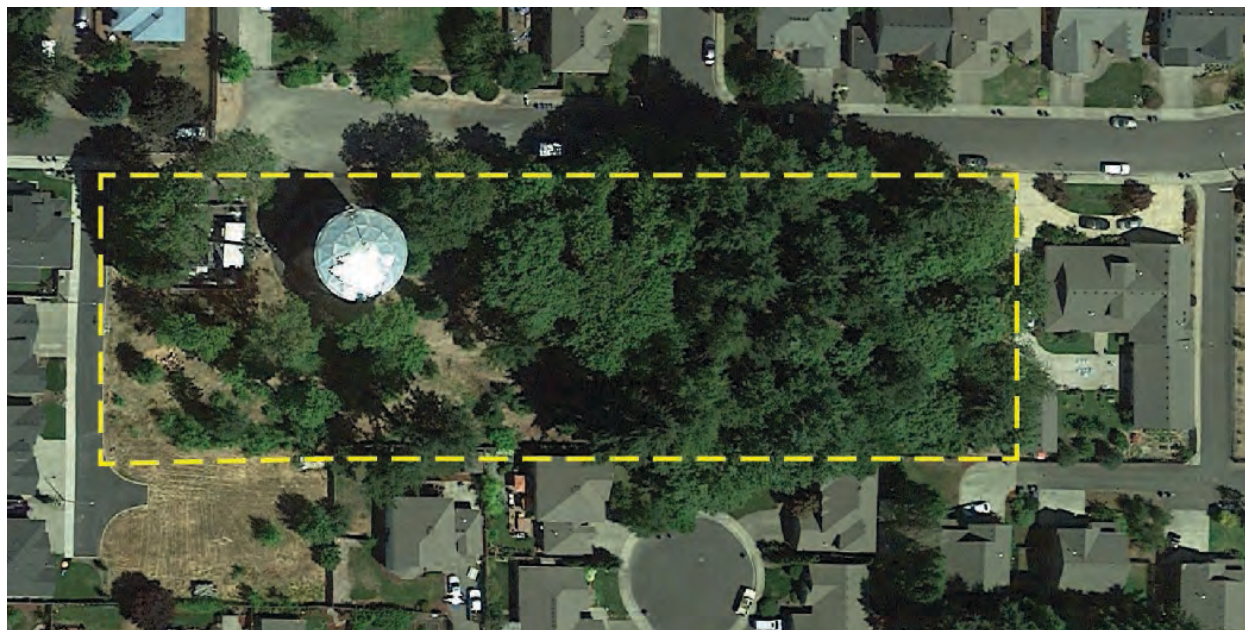
### PARK RECOMMENDATIONS

Park recommendations are presented alphabetically by site. Following some general information about each park, the descriptions are divided into the following sections.

- Existing site character
- Park history
- Future vision
- Recommendations



BAIR PARK & RESERVOIR		
Park Classification	Size (acres)	Development Status
Special Use Park	2.1	Minimally developed



## EXISTING SITE CHARACTER

Bair Park functions as a largely undeveloped neighborhood greenspace dominated by a closed canopy of mature Douglas fir trees. The western boundary is defined by an above-ground water storage facility and cell tower, giving it its special use classification. The park is mostly natural with a picnic table and formal and informal trails weaving through the property. The park pathway is currently unlighted. The site is approximately one-quarter mile from Forest Ridge Elementary (north) and Clear Lake Elementary and Clear Lake Park (south), which all help address recreation needs for nearby neighbors.

## PARK HISTORY

Bair Park was once part of 160 acres owned by John and Edna Bair. The couple purchased the land in 1882 and it evolved to include the original Clear Lake School and the Keizer/Clear Lake United Methodist Church. The property that is now Bair Park was sold to the City of Keizer by the descendants, David John Bair, Delbert J. Bair, Mary E. Versteeg, and Ruth V. Adams in 1998.

At the north end of the park, what looks to be the remains of a vintage tractor is overgrown. The remains have sat in the park for so long, trees are growing up through the frame. According to the Bair family, this is actually an old Oakland touring car, dating back to the early 1900's, that was reconfigured to make a portable saw mill. Most popular between 1910 and 1920, touring cars were noted for their open roof and seating for four or more people (see photo on next page).



## **SUMMARY OF ADA BARRIERS IDENTIFIED**

- Path deterioration and lifting by tree roots
- Southern entrance to park

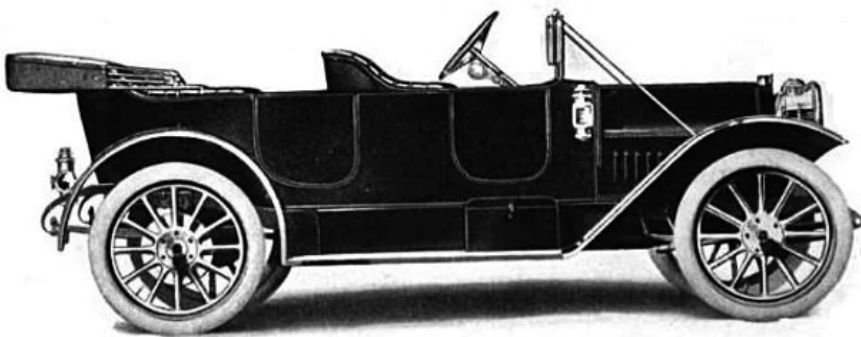
## **FUTURE VISION**

Future development of Bair Park should address the needs of nearby neighbors, while reflecting the parcel's historical significance. The addition of any amenities should be compatible with the preservation of healthy existing trees. Maintenance should include continued coordination with an arborist to assess and manage tree health and visitor safety. Landscaping should prioritize the suppression of invasive vegetation.

## **RECOMMENDATIONS**

- Install pathway lighting.
- Formalize path connections to northwest and southwest corners, improving park access from each end, enhancing visibility of the touring car, and increasing walking opportunities. Keep these paths as soft surface walking trails maintained with bark mulch to minimize the impact on existing tree roots.
- Preserve the “touring car” and add interpretive signage to describe the site’s history and namesake.
- Add additional neighborhood park amenities with minimal footprints, such as benches and tables in the sun and shade.
- Add nature play elements, such as large boulders, downed logs, or a scaffold and natural materials for fort building.
- Install a dog waste station.

## APPENDIX C: SITE RECOMMENDATIONS



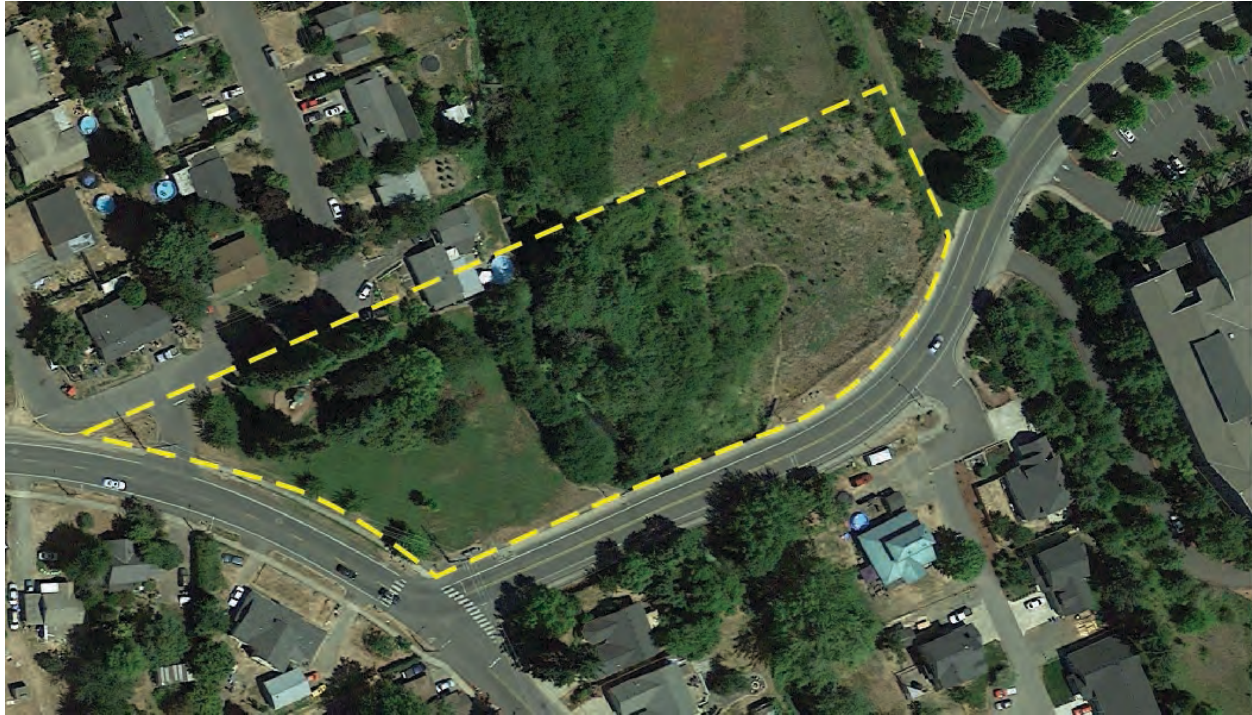
Oakland Touring Car. Image Credit: Eric A. Howald, Keizer Times, January 8, 2021.



## APPENDIX C: SITE RECOMMENDATIONS

**BEN MILLER FAMILY PARK**

Park Classification	Size (acres)	Development Status
Neighborhood Park	2.4	Partially developed

**EXISTING SITE CHARACTER**

Bordered by Alder Drive NE and Beebe Street NE, this small neighborhood park is a sloping green space divided by Claggett Creek. The western side of the park is developed and shaded by mature evergreen trees, while the larger eastern side beyond Claggett Creek is an undeveloped, sloped wetland restoration project site bound by school district property (Weddle Elementary School and Claggett Creek Middle School). The developed park area is adjacent to single family residential housing and provides the neighborhood with a small playground for ages 2-5, picnic tables, open lawn areas, and informal access to Claggett Creek. Vegetation along the creek bank has previously been restored through a joint project between the Claggett Creek Watershed Council and the City to revegetate with natives and remove invasive plant species.

## PARK HISTORY

Purchased in 1995 from Elsie R. Mathews, the park was originally named Pleasant View Park. It was renamed to honor long-time Keizer volunteer and businessman Ben Miller and his family. Ben and his wife Donna moved to Keizer in the early 1950's and raised their children (Randy, Robert and Wendy) in Keizer. Mr. Miller's donations of equipment and labor were instrumental in developing the park. Miller's sons continue to be involved in volunteer projects in Keizer.



## SUMMARY OF ADA BARRIERS IDENTIFIED

- Picnic tables and playground surfacing

## FUTURE VISION

Ben Miller Family Park serves the southeast residential section of Keizer and intersects with the City's network of bike lanes. Future park development should retain the current neighborhood park character and highlight the park's natural features. An updated play area should provide a more diverse range of features for ages 2-5 and 5-12. Minor improvements could include bark mulch surfacing around picnic amenities and the addition of bike amenities. The undeveloped wetland area presents an opportunity for further coordinated restoration efforts, seasonal expanded park and creek access, trail connectivity, and environmental education which could be developed through a joint effort with the adjacent schools.

## RECOMMENDATIONS

- Replace and expand the existing play structure to serve ages 2-5 and 5-12. Consider a nature-themed equipment and play elements.
- Add a fence or landscape barrier between the playground and busy roadway.
- Expand accessible pathways and improve areas around facilities to improve access to picnic tables, barbecues, and other park amenities.
- In the long term, connect this park to the Claggett Creek trail.
- In the long term, explore options to add stairs and/or a formal trail down the hill and across Claggett Creek to connect to the other side of the park and adjacent school. Open views of the creek through vegetation management and consider providing a creek access point.



## APPENDIX C: SITE RECOMMENDATIONS

- Consider a jointly funded outdoor classroom on the eastern side of the park for students to learn about riparian habitat and restoration options.



BOB NEWTON FAMILY PARK		
Park Classification	Size (acres)	Development Status
Neighborhood Park	5.9	Developed



## EXISTING SITE CHARACTER

This expansive neighborhood park is a hidden gem in the Gubser neighborhood. Its diverse recreation options include numerous picnic tables, a small shelter, grills, a playground, practice fields and multi-use sports courts which draw a dedicated crowd of pickle ball players. In addition, this park features mature shade trees, a gently sloping lawn which stretches to all corners of the park, and a small bridge spanning the seasonal drainage ditch which divides the park lengthwise. Surrounded by single family residential development, the park (and parking) is accessible from an adjacent alley and two dead-end streets.

## PARK HISTORY

Bob Newton Family Park, formerly Wilark or Willark Park (both names appear on formal documents), was donated by Kenneth and Anna Nielson. The original park name refers to the place where the Nielson's met. It may refer to the old lumber town of Wilark, now gone, that was owned by the Clark and Wilson Lumber Company and once located near the headwaters of the Clatskanie River in Columbia County.

The park was renamed in 2007 to honor former Keizer Mayor and City Councilor, Colonel James Robert "Bob" Newton (retired). Mr. Newton served in the Oregon National Guard (1957-1994), as



City Councilor (1983-1997), as Mayor (1999-2001), and on many civic and military boards during his time in Keizer. He was named Keizer's First Citizen in 1996 by the Keizer Chamber of Commerce.

### SUMMARY OF ADA BARRIERS IDENTIFIED

- Parking, common areas
- Paths of travel
- Seating and access to playground



### FUTURE VISION

With its size and range of features, Bob Newton Family Park provides excellent recreation opportunities for nearby neighbors. It also has the potential to draw visitors from farther away, functioning as a small community park. Minor additions and updates to existing recreation features to expand use will enhance the quality of the park without changing the current character.

### RECOMMENDATIONS

- Replace the play equipment with thematic play equipment. This is a high priority.
- Improve park visibility and access through street signage.
- Add formal pathway connections from both dead-end street entrances into the park.
- Add a soft surface walking/jogging trail loop to the park perimeter, with benches along the trail. Add an additional bridge crossing as part of the looping path.
- Repair and stabilize the existing bridge footings.
- Expand the alley parking area to support angle-in parking to match the level of recreation opportunities available.
- Enhance the picnic area. Create a “picnic plaza” with a level hardscape, tables, and barbecues to eliminate the trampled vegetation, exposed roots, and barbecues in the path of travel in the current picnic area.
- When resurfacing the multi-use sports court, separate the basketball court from pickleball to minimize user conflicts. Re-orient the pickleball courts north-south.

APPENDIX C: SITE RECOMMENDATIONS

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APPENDIX C: SITE RECOMMENDATIONS

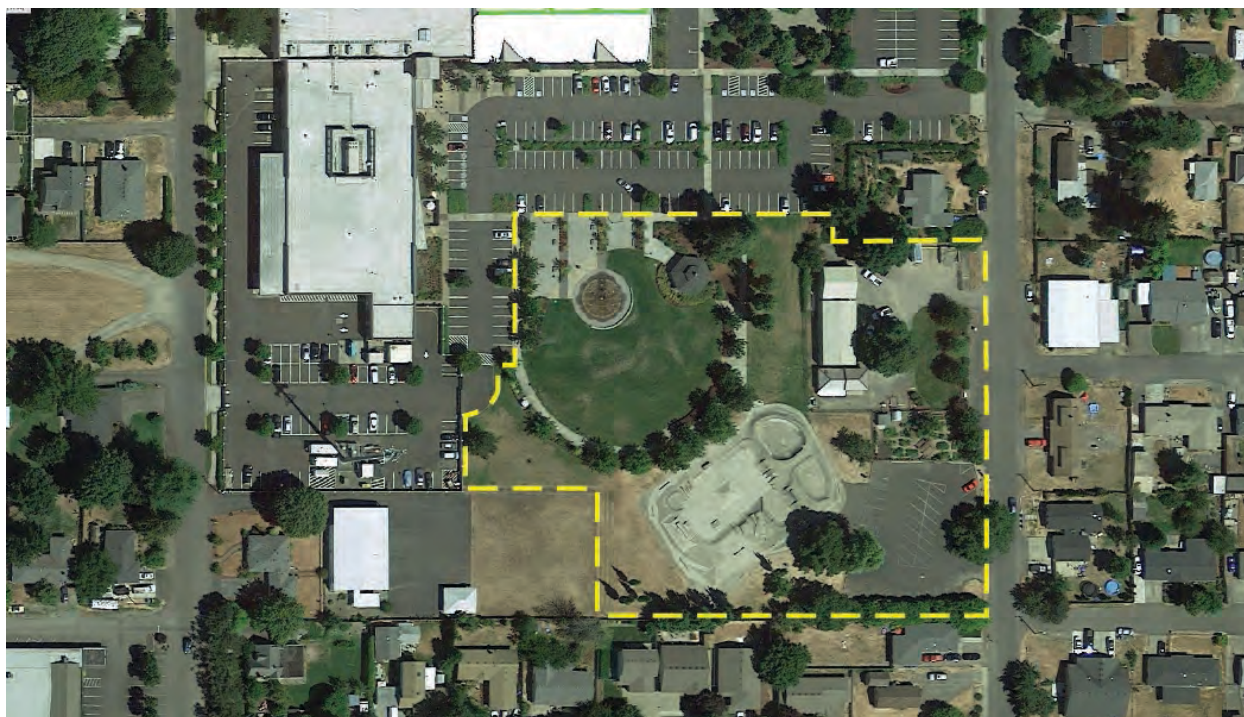
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**CHALMERS JONES PARK/CARLSON SKATE PARK**

Park Classification	Size (acres)	Development Status
Special Use Park	3.6	Developed

**EXISTING SITE CHARACTER**

Adjacent to City Hall, the park's boundaries are defined to the north by City Hall's parking lot, the Police Station to the west, a residential property fence to the south and Rickman Road NE to the east. Access to the park is primarily from the north through City Hall's parking lot and the eastern parking lot. The park provides the community with a gazebo, splash pad, skate park, walking trail, open space, and parking for large events. The splash pad runs on a chlorinated recycled water system and requires continuous maintenance but is heavily used by the public and adds to the character of the park.

**PARK HISTORY**

In 1986, the City of Keizer bought a former school building and surrounding land for use as City Hall. The park was improved over time; the school building was replaced by the new City Hall building in 2009.

The park was renamed from City Hall Park to Chalmers Jones Park in 1996 to honor a long-time Keizer resident, known for 'breaking racial barriers and his long time service in State Government. A native of Louisiana, Mr. Jones had worked his way to the west coast as a radio announcer, washing cars in Portland, Oregon, for \$1.00, and at one point serving as a skycap for United Airlines. It was during his stint as a skycap that he first met Governor Tom McCall. Eventually, Mr. Jones would

become the first African-American in Oregon's history to serve as part of the Governor's executive staff. He later served thirteen years on the Oregon State Parole Board, retiring as Chairman. Chalmers Jones passed away August 15, 1995.

Also in 1995, Charlane Carlson began spearheading efforts to create the City's first skatepark. In response to complaints from businesses, she began building support for a safe and hassle-free place for youth to skateboard and rollerblade. The excitement and energy of the youth and their willingness to support this project led to the formation of the Keizer Skate Park Committee. After many years of research, phone calls, discussion of fundraising ideas and design suggestions, youth committee members made a formal presentation to the Keizer Parks Advisory Board and later to Council to create a skatepark at this site. With support from the City Council and a commitment of financial aid, the official groundbreaking ceremony took place in April 1998. The park was dedicated in July of 1999. A plaque in the park commemorates all of the people, businesses and organizations that made the park possible.

### **SUMMARY OF ADA BARRIERS IDENTIFIED**

- Paths of travel (near Carlson Skate Park)
- Restrooms

### **FUTURE VISION**

As many major improvements and additions have already occurred in recent years the focus for Chalmers Jones/Carlson Skate Park should be to maintain or enhance existing features as needed.

### **RECOMMENDATIONS**

- Implement minor access improvements to the existing parking lots and main paths of travel in order to meet accessibility requirements. This includes removing barriers in the Carlson parking lot.
- Continue prioritizing maintenance of the splash pad.
- Add mulch or accessible surfacing around picnic tables in the Carlson Skate Park to minimize ongoing erosion and root impact.
- As one of the City's most visible parks, ensure that there are funds on hand to replace picnic tables, benches, and amenities as these age and wear.
- Provide a small storage shed with brooms and rakes adjacent to the skate park (lockable at night) that can be used by youth to clean up leaves or other debris in skate bowls. Explore opportunities to partner with local youth or a youth group to adopt this site for periodic cleanup.



## APPENDIX C: SITE RECOMMENDATIONS





APPENDIX C: SITE RECOMMENDATIONS

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## APPENDIX C: SITE RECOMMENDATIONS

CLAGGETT CREEK PARK		
Park Classification	Size (acres)	Development Status
Community Park	16.4	Developed (10.6 acres) Undeveloped (5.4 acres)



### EXISTING SITE CHARACTER

This popular community park is located just blocks away from City Hall and Chalmers Jones/Carlson Skate Park in the heart of Keizer. The park is bordered by Chemawa Road and Dearborn Avenue, single family residential properties along the west and Claggett Creek to the east of the developed portion, with some City-owned wetlands east of the creek. Access to the park is through the parking areas at the north and south ends. The park offers a variety of flexible open spaces with a well-balanced range of active and passive features, becoming a very popular location for picnicking, playing and exercising on a sunny day. The park provides a soccer field with bleachers in the northern area and baseball fields and basketball courts at its center. The southern half of the park contains a covered shelter area, picnic tables, play equipment and an accessible water fountain.

### PARK HISTORY

Claggett Creek Park was purchased from the Hardman family in 1963 and conveyed to the City of Keizer as Claggett Creek Park in 1983. The park is named for the grandfather of former U.S Senator Charles L. McNary, Charles Claggett, who settled in Keizer in 1852 on 320 acres of land. Mr.

Claggett burned and sold charcoal and raised stock and grain. For many years he lived in a 16 x 16-foot cabin without a floor, stove or fireplace. Considered one of the honored pioneer settlers, Mr. Claggett died in 1902.

### **SUMMARY OF ADA BARRIERS IDENTIFIED**

- Paths of travel
- Parking lot layout

### **FUTURE VISION**

Featuring a newly constructed playground, Claggett Creek Park will continue to be a popular community park in the heart of Keizer. Recreation opportunities may be constrained by the amount of parking available; opportunities to expand or encourage alternative modes of transportation should be considered.

### **RECOMMENDATIONS**

- Add a paved, looping multi-use pathway through the park to provide an accessible connection between the north and south ends, including connections to major park features and amenities. Include mileage markers along the trail for walkers and joggers to track distance with each lap.
- Remove weathered amenities, including the arbor trellis and aged benches under trees with exposed roots.
- Place shaded picnic tables and benches along the perimeter of the new looped path. Ensure that existing and new picnic table pads are level with the ground (to avoid trip hazards). Provide access pathways from parking and the trail.
- Provide visual connectivity to Claggett Creek by opening views in the existing vegetation. Add creek viewpoints with bird blinds and benches.
- Maintain existing sports fields and supporting amenities. Expand the southern parking lot (adding 6-10 new spaces) to support sports, picnicking and play.
- In the long term, explore opportunities to add a boardwalk and interpretive signage in the floodway to create an elevated, accessible nature trail in the eastern portion of the park. Provide access from the street system at each end and add stormwater enhancements.



## APPENDIX C: SITE RECOMMENDATIONS





## APPENDIX C: SITE RECOMMENDATIONS





## APPENDIX C: SITE RECOMMENDATIONS

CLEAR LAKE PARK		
Park Classification	Size (acres)	Development Status
Natural Area	4.0	Minimally developed



### EXISTING SITE CHARACTER

This natural open space is bordered by residential development on the south and west; it shares an open boundary with Clear Lake Elementary School to the north. The park's thick, shaded grove of mature Douglas fir trees is surrounded by open lawn on three sides. Primarily an undeveloped passive open space area with minimal features, this park functions as a quiet green space for nearby neighborhood residents. Clear Lake Elementary, however, provides a variety of covered and uncovered outdoor recreation amenities and play features that are available for use during non-school hours.

## PARK HISTORY

In 1992, the Salem-Keizer School District was granted a zone change and conditional use to build Clear Lake Elementary School, in exchange for dedicating a 5-acre site as park land. The site was purchased by the City of Keizer in 1995. The School District and City established a joint use and maintenance agreement for the site that same year.

## SUMMARY OF ADA BARRIERS IDENTIFIED

- None noted

## FUTURE VISION

Clear Lake Park should continue to provide a largely undeveloped natural open space for the surrounding neighborhood. Minimal improvements and additional comfort features will support passive recreation without altering the park's current character.

## RECOMMENDATIONS

- Formalize the connection to the Cater Court NE accessway with a park sign and a hard-surfaced trail linking to the existing paved fire access lane that currently dead-ends in the middle of the turf.
- Install a Clear Lake Park sign easily visible from Meadowglen Street NE.
- Add a soft surface looping pathway to improve access under the trees, support walking, and more clearly define the park space.
- Add benches and two picnic tables (one in the shade and one in the sun) for local use.
- Coordinate with Clear Lake Elementary to create a paved path that connects the park to recreation features on the north side of the school property.





COUNTRY GLEN PARK		
Park Classification	Size (acres)	Development Status
Neighborhood Park	5.5	Partially developed



## EXISTING SITE CHARACTER

The park is part of the Clear Lake Neighborhood of north Keizer. The eastern portion of the park addresses the stormwater overflow of Labish Creek. The western part supports recreation. The park connects with the Gubser Neighborhood via a pedestrian bridge at the southwestern boundary. The bridge provides access to the park through an easement owned by the City; however, it is maintained by the Public Works Streets Division. Though the park offers a large open green space, the number of amenities and their locations are constrained by the seasonal flooding of the creek and adjacent areas, resulting in a large but quiet neighborhood park. The park provides a general use field, play equipment, picnic shelter and drinking fountain. The park also connects to the Hidden Creek trail via a paved pedestrian path.

## PARK HISTORY

After several years of negotiations, Country Glen Park was acquired from Epping Construction in 1997, partially in response to the site flooding that occurred in 1996 and 1997. In Autumn 2000, City staff developed a Master Plan and soon began to construct a site with play equipment and picnic tables to serve nearby neighbors, and with open greenspace to buffer creek flooding.

## SUMMARY OF ADA BARRIERS IDENTIFIED

- Slope, paths of travel

- Drinking fountains
- Playground surfacing and play features

## **FUTURE VISION**

Future park improvements should account for the park's location within the floodplain and be compatible with these seasonal changes. Paved pathways in close proximity to tree roots are likely to continue needing regular repair as roots tend to grow closer to the surface in saturated soils. Opportunities for joint wetland restoration efforts should be considered to convert select saturated areas of unusable open turf to native plantings which are able to absorb flood waters at a greater capacity than lawn.

## **RECOMMENDATIONS**

- Improve the trail (planned for 2021).
- Open views to Labish Creek through vegetation management. Add benches at resting points along the trail with views of Labish Creek.
- Enhance a portion of this site to create an unfenced off-leash dog area. Regrade this area and add green infrastructure such as vegetated bioswales in lieu of lawn to mitigate seasonal flooding and delineate the boundary of the off-leash area.
- Provide pedestrian-scale park and path lighting to improve safety while minimizing light pollution in the natural area and for adjacent neighbors.
- Connect this site to the proposed multi-use Labish Ditch trail. Provide a turn-around loop so that bicyclists coming from the Volcanoes Stadium can easily loop and return. Add wayfinding signage.
- Provide interpretive signage explaining the purpose of added bioswales for flood mitigation and stormwater filtration.
- When replacing the play equipment at the end of its lifecycle, consider nature play elements or other features that can be moved farther from the road.



APPENDIX C: SITE RECOMMENDATIONS

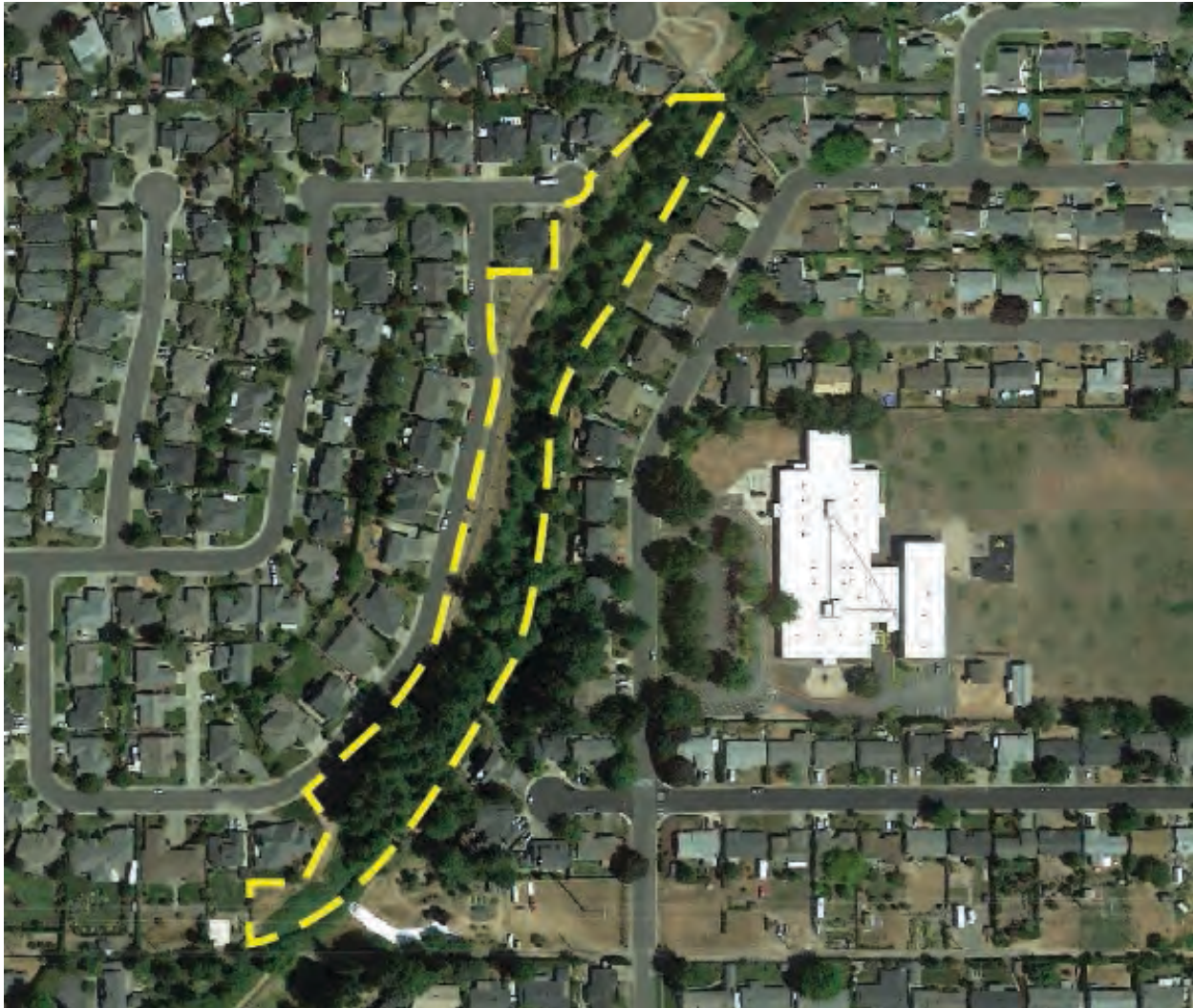
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## APPENDIX C: SITE RECOMMENDATIONS

HIDDEN CREEK PARK		
Park Classification	Size (acres)	Development Status
Natural Area	3.7	Developed



### EXISTING SITE CHARACTER

The park is surrounded by single family residential housing. Labish Creek defines the eastern portion of the property and Whisper Creek Loop NE defines the park's western boundary. There is a 30-foot natural buffer along the east side of the property adjacent to Labish Creek that is required to remain as a natural area as part of the subdivision agreement. The park is connected to Country Glen Park to the north via a pedestrian path. The site is located just south of the pedestrian bridge that allows access to Gubser Elementary and the eastern side of the creek.

## PARK HISTORY

Hidden Creek Park was acquired, and master planned in 2000 to complete the Country Glen Hidden Creek connection and trails.

## SUMMARY OF ADA BARRIERS IDENTIFIED

- Lack of accessible surfacing around benches

## FUTURE VISION

Hidden Creek Park should continue to function as a multi-use trail corridor bordered by natural features.

## RECOMMENDATIONS

- Improve the trail (planned for 2021).
- Add wayfinding signage to direct visitors to nearby public amenities and destinations. This includes connections made via the proposed Labish Ditch trail when that is developed.
- Add accessible surfacing around benches.





KEIZER LITTLE LEAGUE PARK		
Park Classification	Size (acres)	Development Status
Special Use Park	17.6	Developed



## EXISTING SITE CHARACTER

Keizer Little League Park is a City-owned multi-field sports complex. Nearby neighbors include single family homes to the west, and to the north, the Keizer Church of Christ, the Bonaventure Retirement Community, and Keizer Station apartments. Ridge Drive marks the eastern boundary. While the Salem Parkway Bike Path runs near the southeastern edge, the trail is not accessible from this site. The park has been developed by the Keizer Little League Association, who previously maintained the property and made improvements per a maintenance agreement with the City. The City has made improvements to the parking facilities and stormwater drainage. The current maintenance and operation agreement is expiring and is being renewed through an RFP this year.

## PARK HISTORY

In May 1985, the City of Keizer purchased two parcels of property (21.4 acres total) on Ridge Drive for \$103,660, simultaneously creating an agreement with Keizer Little League for site development and ongoing operations and maintenance of this sports complex. Little League volunteers have invested time and resources into park improvements since then. Recognizing that many facility updates and improvements are now needed and that demands for quality softball and baseball fields



are growing, the City of Keizer released an RFP in 2021 to consider all options—including potentially a different operating partner—to improve site infrastructure and use. As this plan is being prepared, the City is still defining the terms of a new partnership agreement for site stewardship.

### SUMMARY OF ADA BARRIERS IDENTIFIED

- Paths of travel, hazards, common areas
- Unpaved ADA parking spots
- Surfacing and access to concessions stand and restrooms

### FUTURE VISION

The Keizer Little League Park should be rebranded as a community-serving sports park that primarily supports league play for baseball, softball and compatible diamond-field uses. Site enhancements should also be made to support play and social gathering opportunities for nearby neighbors.

### RECOMMENDATIONS

- Consider renaming the park as the Keizer Sports Park or a name that reflects the broader community use of this site and facilities.
- Establish an operating agreement that defines responsibilities for site improvements to ensure site safety and functionality. Prioritize the repair or replacement of aging bleachers, dugouts and other facilities that are unsafe, hazardous, or currently roped off. Consider the following infrastructure and maintenance issues identified in the Park Condition Assessment:
  - Complex is not maintained for winter drop-in play or use. Leaves, mowing, and weeds needed to be addressed. Weed control needed at fence lines, under bleachers, etc. Moss is noted on back fields and on several dugout roofs. Site did not appear to be fully winterized, with hoses and maintenance equipment not stored in maintenance sheds.
  - A number of bleachers, dugouts, and stands are in poor to hazardous condition, with evidence of wood rot on structures.
  - Drainage issues are evident between field pinwheel and in back fields (#9-12). Pooled water, drainage ruts, and erosion noted.
  - Nets between pinwheel fields should be checked for safety.
  - Pathways need regrading and surfacing at a minimum.
  - Structures should be more fully evaluated indoors/outdoors for safety. The concessions building is missing downspout.
  - The permanent restrooms are aging and insufficient for size of complex. Gender neutral family-style restrooms should be added to accommodate people with disabilities or children that need accompaniment.
  - Some water fountains are in need of repair. Plumbing and irrigation may need additional evaluation.
  - The site requires ADA upgrades throughout. Slope at restroom/concessions needs assessment and improvements.
  - Parking configuration/size makes parking haphazard for visitors. Improved accessible parking is needed.

- 
- Front fields appear in relatively good condition. Back fields (#9-12) in poorer condition, requiring extra maintenance for playability.
    - Electrical box open; uncovered wires on ground pose hazard.
    - Maintenance yard and equipment should be moved/screened (not located in central gathering space, nor with equipment and debris in scattered locations across park).
    - English ivy overgrowing back retaining wall.
  - Update agreements with the Keizer Church of Christ for use of their lot when available for overflow parking.
  - Evaluate and improve access paths throughout the sports park, ensuring accessibility.
  - Provide shaded seating areas to minimize damage to tree roots and vegetation.
  - Explore options to provide a path connecting to Mike Whittam Park to support bike and pedestrian connections to the regional Salem Parkway Bike Path, which is not accessible from Keizer Little League Park. Coordination with ODOT will be needed.
  - Evaluate and potentially expand field lighting.
  - In the long-term, consider the following:
    - Re-purpose one of the back fields (losing one field) as the site's maintenance facility, moving storage, equipment, mulch piles, etc. to a consolidated area—ideally accessible by the gravel road along the north edge. This will improve site safety and use.
    - Reconfigure the central area vacated by the maintenance building to include a centralized social space, play space, and improved options for revenue-generation. Consider an improved centralized plaza with enhanced concessions, sports-themed play equipment, shaded pavilion with movable tables (available for reservation and to support tournaments), improved restrooms, and local art/signage on the history of the area.
    - Evaluate options to improve park access from the north and west sides of the site to better serve local neighbors.

## APPENDIX C: SITE RECOMMENDATIONS





## APPENDIX C: SITE RECOMMENDATIONS





## APPENDIX C: SITE RECOMMENDATIONS





KEIZER RAPIDS PARK		
Park Classification	Size (acres)	Development Status
Regional Park	148	Partially developed; mix of natural and undeveloped areas



### EXISTING SITE CHARACTER

This expansive regional park, located partially in the City, spans closed forests, natural and manicured open spaces, bordered by the meandering Willamette River to south and a mix of residential properties to the north and east. The park offers a diverse range of activities and in its more developed section features the extremely popular accessible Big Toy playground, sprawling fenced dog park areas, sand volleyball courts, a covered group picnic shelter, boat ramp access, disc golf course, BMX bowl, and an outdoor amphitheater set in an impressive, wooded backdrop. Comprised of both City and State-owned property, the City of Keizer is responsible for the maintenance of the park site. The forested area adjacent to the boat ramp has a conservation easement.

### PARK HISTORY

Like the City of Keizer, the Keizer Rapids (also called historically “Keizur’s Rapids”) derives its name from the Keizur family that homesteaded this area. The name Keizer Rapids preceded the City of Keizer by over a century and is a longstanding recognized feature on many maps. As the City’s



newest and largest park, Keizer Rapids Park includes 84 acres of State-owned property formerly referred to as Beardsley Bar, with the remaining acreage originally owned by Ella Buchholz, Stephen and Rhonda Buchanan, and Winifred Charge. The Oregon Department of Fish and Wildlife (ODFW) Sport Fish Restoration and Boating Trust Fund played an important role in the property acquisition and development of the park.

In 2003 the RIVERR (Regional Intergovernmental Visions Enhancing River Resources) Task Force was formed to facilitate the creation of the park. Marion County, City of Salem, Oregon State Park & Recreation Department, National Park Service, Marine Board and the Trust for Public Land all participated in the property acquisition and development of the park. Donations from area businesses, non-profit organizations and caring individuals were instrumental in developing several amenities and facilities, including the dog park, amphitheater and the Big Toy.

## SUMMARY OF ADA BARRIERS IDENTIFIED

- None

## FUTURE VISION

This site will continue to be developed and managed for active and specialized park uses, along with connections to nature and the river. Site needs have changed since the original site master plan was completed. A new site concept is presented in this plan (Chapter 4) to guide site projects. To improve park access for pedestrian and bicyclists, the City should explore options to connect this site via trails to downtown and the regional trail system.

## RECOMMENDATIONS

- In the northeast, develop two multi-use sports fields suitable for soccer, rugby and football. Consider artificial turf surfacing on at least one field (preferably adjacent to the parking area). Add a new parking lot along the entry road to accommodate approximately 200-250 cars.
- In the central east, install a medium reservable picnic shelter at The Big Toy with accessible pathway connections. Provide a second smaller shelter with shaded seating and/or tables. Add a designated futsal court and/or basketball court with fencing to ensure balls do not interfere with other uses. Expand the restroom located here. Partner to provide an adventure course and third multi-use rectangular sports field, with an additional parking lot between the Big Toy and the roadway.
- In front of the amphitheater, create a plaza with hookups to provide a social gathering space for events. Add a pickleball complex (4-8 courts oriented north/south), potentially with expanded parking
- Along the entire eastern edge, add vegetation, trees and/or a berm to separate and buffer park uses and noise from adjacent housing. Expand the tree arboretum that currently exists on the southeastern edge.
- In the southeast, improve this space as a graded open lawn suitable for play and community events. Install a large picnic shelter or pavilion near the river to support community events and large gatherings, along with smaller covered tables along the river. Provide nature play

and interpretive elements along the loop path. Maintain an open grass area along the roadway for use as overflow parking during events. To enhance connections along the river, expand the trail/road to the boat-in camp site. Add/improve two to four (2-4) fishing access points, accessible by pathways, with signage noting designated fishing areas. Expand parking and remove an existing informal footpath along the east side of the boat ramp. Mark/sign the pedestrian and bicycle trail crossing at the top of the boat ramp for safety and maintain the rip rap protection. If feasible, provide an ADA-accessible pathway to the water/fishing access point near the boat-in camp site. In the long-term, explore opportunities to provide a larger permanent restroom to serve this section of the park. In the short-term, portable restrooms can be brought in for events.

- On the west side, continue partnering with local BMX and mountain bike groups to enhance the bike skills area. Maintain and better sign the existing disc golf course.
- Throughout, add mileage markers along the loop trail. Improve wayfinding signage to indicate location and distances to various amenities. Provide access paths to new facilities. Pave the multi-use trail from north of the boat-in camp to Chemawa Road for ADA accessibility and maintenance access.
- Continue coordinating with partners in the development and operations of this site consistent with Master Plan goals. Use RFPs and partner agreements to identify partners and formalize roles, responsibilities, and operating agreements.





## APPENDIX C: SITE RECOMMENDATIONS





## APPENDIX C: SITE RECOMMENDATIONS





MEADOWS PARK		
Park Classification	Size (acres)	Development Status
Neighborhood Park	3.0	Developed



### EXISTING SITE CHARACTER

This neighborhood park features a recently updated playground with accessible surfacing, a variety of mature shade trees and open lawn spaces. The park is fully surrounded by fencing with chain link running the length of the parks eastern border along River Road. Access to the park is limited to street parking with two pedestrian access points from River Road or through the subdivision on Park Terrace Drive NE. Functionally this park serves the recreation needs of the northern section of Keizer where Bair Park and Clear Lake Park are limited in recreation opportunities.

### PARK HISTORY

In May 1990, 3.25 acres was donated to City of Keizer by Reimann and Associates for a park and pump station as required by a land use decision.

## SUMMARY OF ADA BARRIERS IDENTIFIED

- N/A; major upgrades have been made including the construction of a new accessible playground and pathways following the Facility Barriers Analysis.

## FUTURE VISION

The beautifully maintained landscape character of the park should be preserved while expanding recreation opportunities and activating the northeastern section of the park. Accessibility of pathways, amenities, and recreation options should be prioritized.

## RECOMMENDATIONS

- Install a multi-use sports court in the open lawn area near the playground to support active recreation and fitness for neighborhood use.
- Provide a looping accessible pathway around the park perimeter.
- Install accessible concrete pads for picnic tables with connections to the main paved pathway.





**MIKE WHITTAM PARK**

Park Classification	Size (acres)	Development Status
Special Use Park	3.9	Partially developed; natural area

**EXISTING SITE CHARACTER**

This undeveloped park shares its northern border with Keizer Little League Park. Located off of Ridge Drive NE the park sits at the junction of the Salem Parkway Bike Path and the existing bike lanes on Keizer Rd NE which provide a fairly direct connection to Claggett Creek Park and Chalmers Jones-Carlson Skate Park. A community garden occupies the southern section of the park while the remaining space is dominated by a mature oak grove and open lawn.

**PARK HISTORY**

Charles McMichael (Mike) Whittam spent his early years in California and Arizona. He moved to Oregon in the 60s where he began to work for the State Parks Commission. On January 15, 1990, Parcel "B" of the Keizer Little League Park was designated as 'Mike Whittam Park' in recognition of

the many ways he served the Keizer community including serving as Chair of the Parks Advisory Board for several years. He is buried at Claggett Cemetery, Keizer, Marion County, Oregon.

### SUMMARY OF ADA BARRIERS IDENTIFIED

- None

### FUTURE VISION

Continue to support the community garden at this site. Preserve the mature trees and open, natural character of back portion of this parcel. If development is desired in the future, situate amenities and features to minimize the impact to the root zones of existing trees. Improve the parking area on the upper portion in conjunction with Keizer Little League Park improvements.

### RECOMMENDATIONS

- Continue utilizing the open southern end of the park as a community garden.
- Preserve existing mature oak trees.
- Continue managing invasive plant species.
- Provide a multi-use trail linking this site to Keizer Little League Fields and to the regional Salem Parkway Bike Path.





NORTHRIDGE PARK		
Park Classification	Size (acres)	Development Status
Natural Area	9.5	Undeveloped natural area



## EXISTING SITE CHARACTER

The park is an undeveloped natural area along the eastern banks of Claggett Creek, which forms the park's western boundary. The park is bisected and surrounded by single family residential lots except for the northern portion of the property, which is flanked by retail and medium density residential. Access to the park is currently limited to a private parking lot of a multi-family housing complex along the northern property line. Two deeded access ways exist but are not currently accessible.

## PARK HISTORY

In August 1964, 4.42 acres were acquired by Marion County from L.D. Reimann as required by subdivision ordinance. In October 1968 additional acreage is added by L.D. Reimann. The City of Keizer acquired the property from Marion County in 1983 via a Bargain and Sale Deed.

## SUMMARY OF ADA BARRIERS IDENTIFIED

- N/A; undeveloped park



## FUTURE VISION

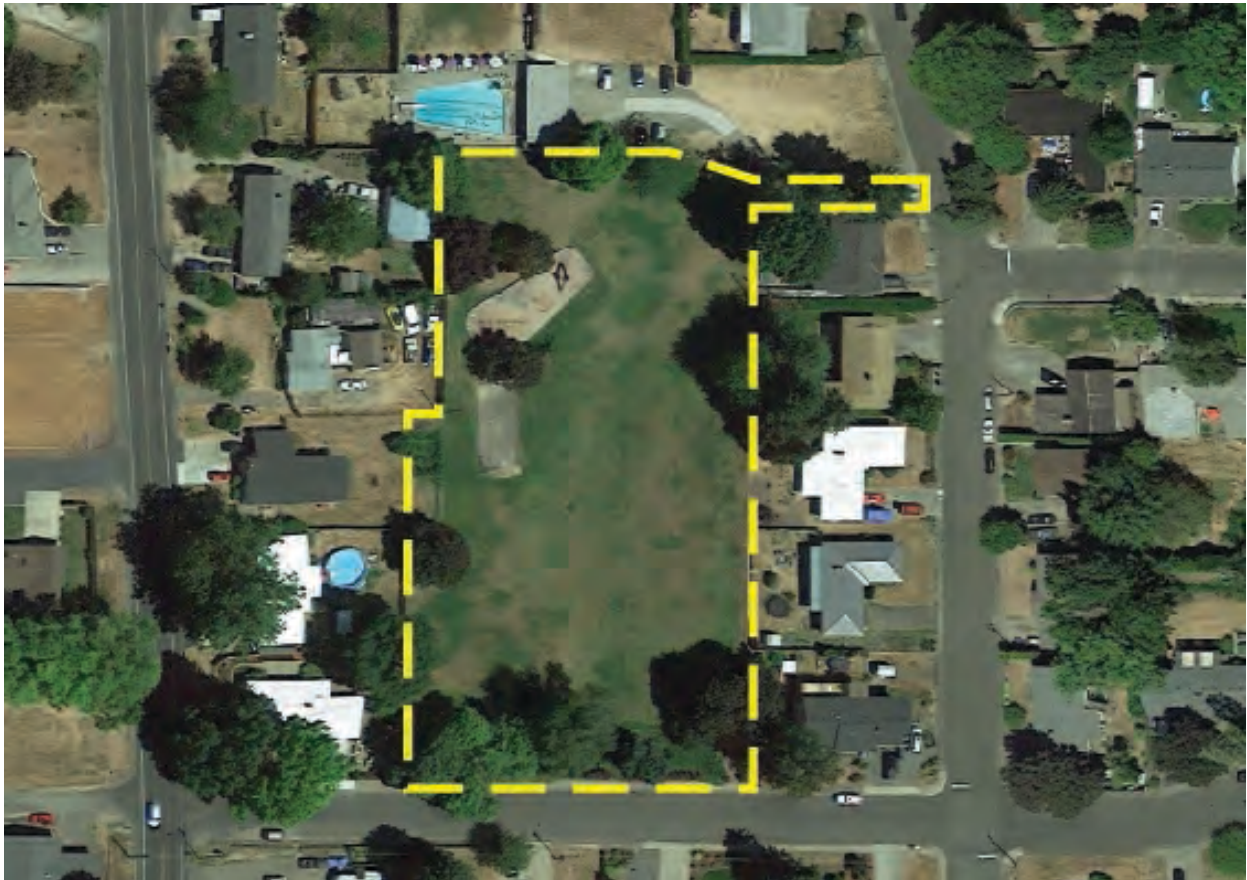
This park should continue to serve as a functional natural floodway with native vegetation and preserved open space to support wildlife habitat. Any future park improvements should be restricted to a minimal footprint and be compatible with seasonal flooding. The primary function of this park should serve to support passive recreation such as walking, bird watching, environmental education and other trail exercise while improving off street trail connectivity within the Keizer park system. Development is anticipated to occur as part of connecting a Claggett Creek Trail, which may occur well beyond the 10-year timeframe of this plan.

## RECOMMENDATIONS

- Provide a meandering trail compatible with seasonal flooding, providing access from the deeded access ways.
- Secure legal park access through the commercial complex west of the apartments. Explore access points neighborhoods from the south side of the creek.
- Install interpretive signage or other passive recreation amenities that are compatible with preserving the park as a natural floodway.
- Consider an opportunity to purchase one of the private parcels that currently are dividing the park into separate sections.
- In the long term, evaluate connectivity between parks along the Claggett Creek corridor, potentially connecting this site to Claggett Creek Park and the Salem Parkway Bike Path in the future.



NORTHVIEW TERRACE PARK		
Development Status	Development Status	Development Status
Neighborhood Park	2.1	Developed



## EXISTING SITE CHARACTER

Located north of Weissner Drive between Verda Lane and 18th Avenue, pedestrian access is available along the southern boundary and the northeast corner. The northeast entry is shared by a community swimming pool, which defines its northern boundary. The rest of the park is surrounded by single family housing and its west and east boundaries are defined by the back ends of the housing property lines. The southern boundary is Weissner Drive. The park provides play equipment, a basketball court, picnic tables and open areas.

## PARK HISTORY

In October 1958, 1.22 acres were transferred to Marion County from Jim and Anita Weissner as required by subdivision ordinance. Another 0.68 acres are transferred between the same parties in September 1959, and 0.175 acres were transferred in October 1960. In June 1983, a Bargain and Sale Deed conveyed the park from Marion County to the City of Keizer.



## SUMMARY OF ADA BARRIERS IDENTIFIED

- Picnic tables
- Approach/path of travel

## FUTURE VISION

Northview Terrace Park should continue to serve neighborhood recreation needs with minor enhancements.

## RECOMMENDATIONS

- Coordinate an access agreement with the community swimming pool to create a dedicated accessible route with no pedestrian barriers at the northeast corner of the park on 18<sup>th</sup> Ave NE.
- Coordinate with the Northview Swim Club to move the park sign to make it more easily visible from the front access point, which is pool property.
- When picnic tables are replaced, provide accessible concrete pads.
- Add fire resistant surfacing around the existing BBQ grill.





PALMA CIEA PARK		
Park Classification	Size (acres)	Development Status
Natural Area	1.8	Undeveloped



### EXISTING SITE CHARACTER

This undeveloped park is located along the Willamette River in the West Keizer Neighborhood. The park is surrounded by single family residences, and access to the park is limited to its eastern boundary from Cummings Lane North. The site has a large electric power pole near the eastern entrance and a flood control dike referred to as the concrete river wall along its full riverside length. Portions of the site are currently used by the neighboring residents for gardening plots.

### PARK HISTORY

In May 1958, 0.80 acres were transferred by Edwin J. Becke as required by the subdivision ordinance. At that time, the area was within the Willamette River Greenway overseen by the Oregon State Parks Department. The land was transferred to the City at a later date for continued use in flood control.

### SUMMARY OF ADA BARRIERS IDENTIFIED

- N/A, undeveloped park

## **FUTURE VISION**

Palma Ciega park has limited value as recreation space. It is not easily accessible by vehicles; it is not currently developed for safe water access. However, the site is important to nearby neighbors and located in an area that is underserved by parks. If developed for water access or with traditional neighborhood features, it may create traffic and user conflicts for nearby neighbors. The site should continue supporting flood control under Public Works. It also may be suitable for minor enhancements, balancing costs and the return on the investment. Given the use by adjacent residents for gardening, there may be an opportunity to coordinate with these neighbors or the neighborhood association for their support in site improvements or maintenance in return. If pedestrian, bike and vehicle access (parking) can be improved, the City may desire to enhance this site in the long term for fishing and river access.

## **RECOMMENDATIONS**

- In the short term, provide hazard maintenance at this undeveloped site. Explore options to involve the West Keizer Neighborhood Association, nearby neighbors, and other volunteers in site improvements.
- Assess the value of this property and its recreation benefits in conjunction with the costs of site improvements and maintenance. Consider the following:
  - Clear vegetation for river viewing
  - Add a viewing platform and seating
  - Consider amenities such as a dog waste station and trash receptacle
- As this site is developed for park use, remove unsanctioned park uses. If community gardening is approved, create an agreement with nearby neighbors for these reserved uses. Long term, consider an expansion of garden plots for reserved use by others in the neighborhood.
- Long term, explore options to improve river access, parking, and pedestrian/bike access, considering slope erosion, natural resource protection, and ADA accessibility. If feasible, provide a soft-surfaced path to the river for water and fishing access.

PFC RYAN J. HILL MEMORIAL PARK		
Park Classification	Size (acres)	Development Status
Special Use Park	1.3	Developed



## EXISTING SITE CHARACTER

This unique park is composed of a combination of flexible plaza space with seating and interpretive signage as well as a wooden bridge spanning a large, vegetated drainage area. Located within the Keizer Station shopping center and adjacent to I-5, the park provides a connection between Keizer's existing bicycle network and the regional Salem Parkway Bike Path. It offers respite and important green space within the busy Keizer Station.

## PARK HISTORY

Dedicated on November 8, 2013, PFC Ryan J. Hill Memorial Park is named for Keizer native PFC Ryan Hill, who died in action in Iraq on Jan. 20, 2007. He had joined the Army in 2005 and was deployed in 2006. PFC Hill was only 20 years old when he was killed by an improvised explosive device detonating near his vehicle while in Baghdad. The Oregon Veterans Affairs Office verified that as of November 8, 2013, PFC Ryan J. Hill was the only Keizer resident killed in action since the City was incorporated in 1982.



## SUMMARY OF ADA BARRIERS IDENTIFIED

- None

## FUTURE VISION

As a newer park this site's current character should be maintained with minor repairs or enhancements as needed.

## RECOMMENDATIONS

- To avoid major costs and tree removal required for a full water feature replacement, decommission the existing non-functional water feature and consider converting it into a dry creek or rock garden feature.
- Add bike amenities such as a bottle fill station, bike fix-it station, and bike parking.



SUNSET PARK		
Park Classification	Size (acres)	Development Status
Special Use Park	1.5	Mostly natural



## EXISTING SITE CHARACTER

The riverfront park is surrounded by single family residential housing on three sides. Access is limited to pedestrians and cyclist through a gate along its eastern boundary at the junction of Rivercrest Drive North and Sunset Avenue North. The park provides seasonal picnic tables, benches, and a rock beach for river access. Bank fishing access continues even in winter months when the river is high enough to cover the rocky beach.

## PARK HISTORY

Sunset Park was platted in 1938 for the exclusive use of owners of Rivercrest Acres. It is the oldest park in Keizer, consisting of 1.58 acres donated by John and Anna Kaeser in 1957 as required by subdivision ordinance. At this time, it became known as Sunset Park. It is within the Willamette River Greenway overseen by Oregon State Parks Department.

## SUMMARY OF ADA BARRIERS IDENTIFIED

- Approach and paths of travel

## FUTURE VISION

This small park serves an important function of providing local river access which is both highly desired by residents and limited in its availability. Minor enhancements should be made as needed to prioritize access and maintain the park's current passive open space character.



## RECOMMENDATIONS

- Allow non-motorized boat launches as part of the Willamette River trail. Consider shoreline restoration to minimize ongoing erosion.
- Resurface the main pathway with bark mulch or gravel as needed.
- Site benches and picnic tables on level surfaces or cement pads.





## APPENDIX C: SITE RECOMMENDATIONS





WALLACE HOUSE PARK		
Park Classification	Size (acres)	Development Status
Neighborhood Park	11.7	Partially developed and natural



## EXISTING SITE CHARACTER

The riverfront park provides essential recreation features (playground, looped path, picnic tables, outdoor fitness equipment) for nearby neighbors and seasonal river access for the community. The lower portion of the park is under the tree canopy. The upper developed portion has an open turf clearing for play, but it could be enhanced to support active recreation. The site also includes a bike rack, informational kiosk, and portable toilet.

## PARK HISTORY

Wallace House Park was originally called River's Edge Park and was purchased by the City of Salem from the Weeks, Cline and Gottenberg families in 1968. Portions of the site served as a nursery. The location is the speculated location of the Wallace House, also known as Fort Wallace, which was built in 1812 as a trading post for John Jacob Astor's American Fur Company. It was the first semi-permanent structure built by Euro-Americans in Oregon's Willamette Valley. A map drawn

by explorer Nathaniel Wyeth in 1832 placed the 'old Wallis house' on the east bank of the Willamette River in present-day southwest Keizer.

### **SUMMARY OF ADA BARRIERS IDENTIFIED**

- Picnic areas (larger accessible surfacing and ADA accessible tables)

### **FUTURE VISION**

The park is well-balanced in its range of recreation opportunities and landscape character. While intended as a neighborhood park, the naturalized riverfront, social gathering space, recreation features, and off-street parking suggest an opportunity to enhance this site for greater community use.

### **RECOMMENDATIONS**

- Given the private property splitting the two sides of the park, add a park identification sign and wayfinding map at the parking area to clarify park boundaries for visitors.
- Improve the trail to the lower portion of the park. Reduce the slope from the north side and extend the stairs that provide access from the south.
- Continue to maintain the lower portion of the park for river access.
- Add interpretive or environmental education signage.
- Expand active recreation options with the addition of a low-noise sports court such as badminton or volleyball.
- Add a picnic shelter with barbecue grills.
- Expand parking into the undeveloped area in the northern portion of the park.
- In the long term (after the shelter is added), consider needs to replace the seasonal portable restroom with a permanent single-stall, gender neutral restroom.



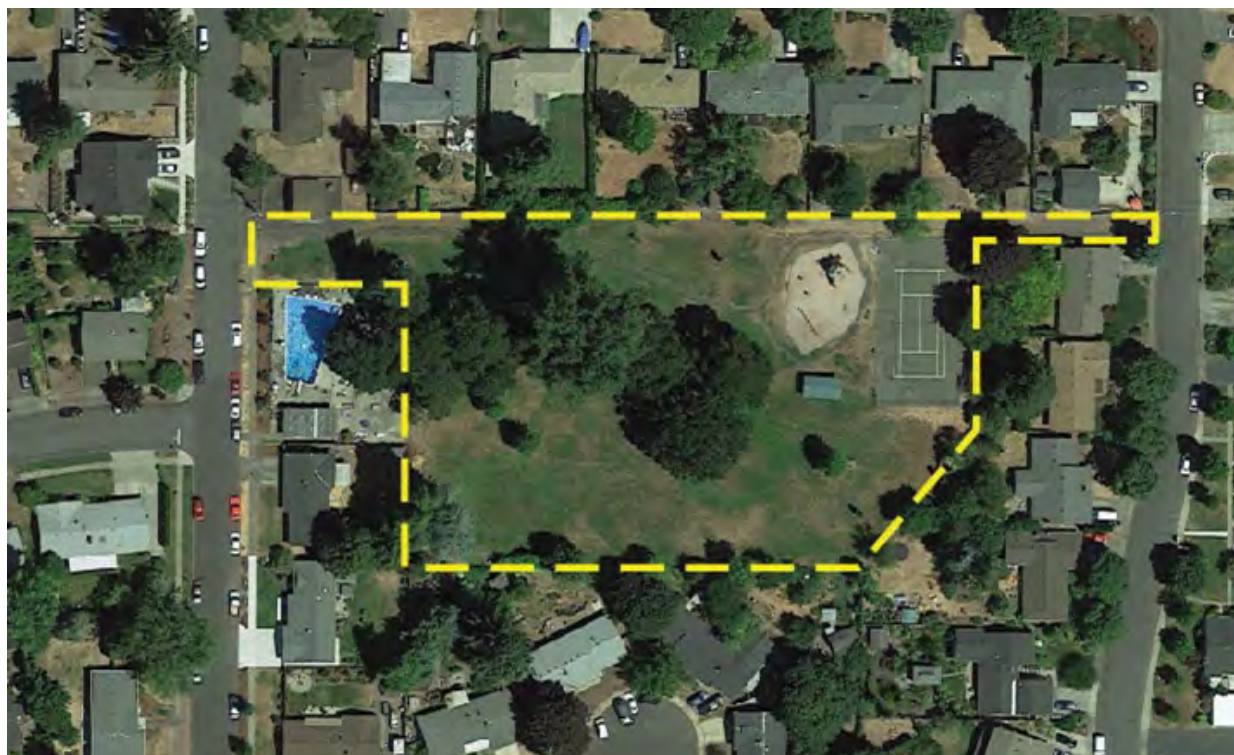
## APPENDIX C: SITE RECOMMENDATIONS





## APPENDIX C: SITE RECOMMENDATIONS

WILLAMETTE MANOR PARK		
Park Classification	Size (acres)	Development Status
Community Park	2.4	Developed



## EXISTING SITE CHARACTER

Willamette Manor Park is located between 3rd and 5<sup>th</sup> Avenues just south of Dennis Lane. The western boundary, which serves as the main entrance to the park along 5th Avenue, is shared with a pump station and the Holiday Swim Club. Pedestrian access is available along the eastern boundary of the park by means of a paved trail. The rest of the park is surrounded by single family housing to the north and south.

This neighborhood-serving park provides a play area, picnic tables, small picnic shelter, and renovated multi-use sports court for nearby residents. It has two access points for pedestrian/bicyclists, with houses backing onto the park on three sides. The site is bowl-shaped with a mix of trees and open turf.

## PARK HISTORY

Willamette Manor was dedicated by developer, Ron Jones, as required by the subdivision ordinance. It was surveyed in 1971.

## SUMMARY OF ADA BARRIERS IDENTIFIED

- Paths of travel

## APPENDIX C: SITE RECOMMENDATIONS

- Playground

## FUTURE VISION

The park's current character and range of recreation options should be maintained with enhancements as needed when features reach the end of their life span.

## RECOMMENDATIONS

- Add a challenge feature such as a climbing wall or zipline for use by older youth.
- Replenish the existing play area bark chips as needed.
- Add erosion control measures to stabilize the bank along the east access path.
- Designate an unfenced off-leash dog area in the southeast corner.



## TRAIL RECOMMENDATIONS



In addition to enhancing existing parks, this Master Plan recommends the addition of three trail corridors as described in Chapter 4. When developed, these trails would connect to existing parks in the system:

- Labish Ditch Trail
- Claggett Creek Trail
- McNary High School to Keizer Rapids Park Trail

Each of these are envisioned as a hard-surfaced Class I off-street bikeway and walkway designed with a minimum 8-foot (ideally 10 feet) width to accommodate multiple uses. However, the character of the corridor—along an irrigation ditch, in a creek corridor and wetlands, and in a street right of way—will influence trail costs, width, route, slope, and surfacing. Additional trail planning is needed to determine actual alignments.

Trail development should include wayfinding, signage, and mileage markers, as well as comfort amenities such as benches along trails. Interpretive signage and simple play features may also be provided. Convenience features such as restrooms and drinking fountains should only be considered in larger parks that connect to trails, as part of a trailhead with parking. These amenities should not be included in trail corridors.







# APPENDIX D

## Capital Project List





## Appendix D: Capital Projects List

As a supplement to Chapter 4, and building from the recommendations in Appendix C, Appendix D provides a detailed model of costs for projects in the Keizer park and recreation system. The purpose of the appendix is to provide a reasonable look at costs for each site and type of improvement as well as maintenance resources required.

There are three main sections to this Appendix:

### Table D-1: Keizer Parks Capital Projects List (2021-2030)

This table includes a listing of all park sites, the capital projects recommended for each, calculations of a planning level<sup>1</sup> capital cost and an estimate of the maintenance resources that should be allocated to each project. In this table, projects are indicated as either “Add” (a new facility at an existing site) or “Replace or Enhance” (assumed to have a slightly lower cost when the facility already existed). For projects in the Add and Replace or Enhance sections, the number of facilities is added to multiply by a cost per facility in Table D-3. For unique projects a planning level cost for the projects described for the site is added directly.

This table also assigns maintenance level(s) to each site based on the percentage of the site that would require standard, enhanced or natural area maintenance. This percentage of the site acreage is multiplied by the maintenance assumption in Table D-3.

### Tables D-2 Summary of Projects by Type

This table provides a different look at the totals for Table D-1, summarizing the number of facilities added and the number replaced/enhanced. After a subtotal of this number of facilities, the table concludes with a count of the number of park or trail sites that have each project type and a total planning level cost for that type.

### Table D-3: Cost Assumptions

This table presents the cost assumptions used in creating the other tables in this appendix. Each cost is based on project experience or data collected from granting agencies about the cost of similar projects. Here the assumption of the cost reduction for Replace or Enhance projects is calculated at 80% of the cost of a new facility.

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<sup>1</sup> For the purposes of this document a planning level cost is a current (2021) cost for the entire project that can be used for capital budgeting until more specific costs are developed in specific project planning.

Table D-1: Keizer Parks Capital Project List (2021-2030)																																			
Revised 11/19/2021																																			
			Build			Add (to an Existing Site)							Replace or Enhance (Existing Facility)							Other or Unique Projects					Maintenance				Timeline						
Site	Acres	Capital Projects	Acquisition	Site Design or Master Planning	Development	Play Equipment	Sports Field	Sports Court	Picnic Shelter	Trails	Pathways (soft surface)	Restroom	General Park Amenities	Play	Sports Fields	Sports Courts	Picnic Shelter	Trails	Pathways (soft surface)	Restroom	General Park Amenities	ADA/Accessibility Improvements	Natural Space Improvements	Specialized Improvements	Specialized Improvements Cost	TOTAL CAPITAL PROJECT COSTS	Standard Maintenance	Enhanced Maintenance	Natural Area Stabilization	TOTAL MAINTENANCE COST	Short (1-5 yr)	Med (6-10 yr)	Long (11+ yr)		
			✓	✓	✓	#	#	#	#	# miles	# miles	#	✓	#	#	#	#	# miles	# miles	#	✓	\$ Amount	\$ Amount	Describe	\$ Amount		% of Site	% of Site	% of Site						
Regional Park																																			
Keizer Rapids Park	148.0	Add sports fields (3), with partner(s) Provide additional parking for 200-250 cars Improve parking to include bus turnaround (potential transit stop) Add picnic shelters (3) Add nature play area Add futsal/basketball sport court Add pickleball complex (6 courts) Expand restroom in NE Add adventure course (with partner) Add fishing access points (2-4) Add amenities including covered picnic tables, milage markers, wayfinding signage, disc golf signage Expand bike skills area Make access path improvements Provide paved, accessible multi-use path to boat-in camp site [Long term] Add large restroom in SE				1	3	4	3	0.50			✓								1		\$100,000		Adventure course, bike skills area expansion, parking expansion, transit stop, fishing access points	\$1,700,000	\$5,970,000		50%	50%	\$697,000	X	X	X	
Subtotal			148.0																																
Community Parks																																			
Claggett Creek Park	16.4	Add looping multi-use pathway north to south Add amenities including picnic tables and benches Expand parking (6-10 new spaces) [Natural area improvement: open views to creek]								0.01											✓	\$50,000	\$20,000	Expand parking	\$200,000	\$312,000		67%	33%	\$98,000	X	X	X		
Subtotal			16.4																																
Neighborhood Park																																			
Ben Miller Family Park	2.4	Replace play equipment Add amenities including fencing or landscape barrier Add accessible pathways Natural area improvement: open views to creek [Long term] Add trail connection across creek [Long term] Add outdoor classroom								0.10			✓	1								\$50,000				\$390,000	75%		25%	\$10,000	X	X			
Bob Newton Family Park	5.9	Add walking/jogging loop trail Enhance existing bridge Enhance picnic shelter Replace sports courts								0.50				1		4	1					\$100,000		Enhance existing bridge	\$500,000	\$2,100,000	100%			\$34,000	X	X			
Country Glen Park	5.9	Add off-leash dog area (unfenced) Natural area improvement: open views to creek Add park amenities including benches, lighting, interpretive signage Replace play equipment (at end of life) with nature play elements Add connection to Labish Ditch Trail (included in trail project below)												1							✓	\$50,000	\$20,000	Unfenced dog park	\$25,000	\$327,000	100%			\$34,000	X	X			
Meadows Park	3.0	Add sports court Add looping accessible pathway around park Access improvements including picnic table pads, parking						1		0.01												\$50,000				\$260,000	100%			\$17,000	X	X			
Northview Terrace Park	2.1	Add park amenities including signage, fire resistant surfacing at BBQ Access improvements including accessible route from 18th Avenue NE, picnic table pads																			✓	\$50,000				\$82,000	100%			\$12,000					
Wallace House Park	11.2	Access path improvements Add park amenities in luding interpretive signage, site ID and wayfinding signs Add sports court Add picnic shelter Expand parking [Long term] add restroom						1	1				✓									\$50,000		Expand parking	\$200,000	\$690,000		50%	50%	\$52,000	X	X			
Willamette Manor Park	2.4	Add off-leash dog area (unfenced) Add challenge feature such as climbing wall or zipline Erosion control and bank stabilization																					\$50,000	Unfenced dog park and challenge feature	\$50,000	\$100,000	100%			\$14,000					
Subtotal			32.9																																
Special Use Park																																			
Bair Park & Reservoir	2.1	Add Soft-surface trail (end to end) Additional site amenities including benches and tables (2 each), Interpretive signage for touring car, pathway lighting Added nature play elements Added dog waste station				1				0.25			✓													\$540,000	100%			\$12,000	X	X			
Chalmers-Jones Park/Carlson Skate Park	3.6	Access improvements to existing parking Add Accessible surfacing around picnic tables Replace park amenities Add small storage near skate park																			✓	\$50,000		Storage near skatepark	\$25,000	\$107,000	66%	34%	\$25,000	X	X				
Keizer Little League Park	15.4	Updated site ID signage Allowance for site renovation (City portion) Access path improvements Trail connections and safe connection to the Salem-Keizer Parkway Bike Path Lighting for an additional field [Long term] maintenance facility relocation, create a centralized gathering place [Long term] Central park renovation (plaza, play equipment, concessions, pavilion, restrooms, art)																				\$100,000		Major site renovation (allowance) Sports field lighting Lighted crosswalk, parking enhancement	\$2,000,000	\$2,100,000		100%		\$133,000	X	X			
Mike Whittam Park	6.1	Natural area improvement: managing invasive plants, preserving oak trees [Long term] Overcome steep slope to make connection to Salem Parkway Bike Path																					\$20,000			\$20,000	20%		80%	\$11,000	X	X			
PFC Ryan J. Hill Memorial Park	1.3	Add park amenities including water bottle fill station, bike fix-it station and bike parking Replace water feature with dry decorative feature											✓								✓			Decomission of existing water feature, dry-creek/rock garden conversion	\$25,000	\$97,000	100%			\$7,000	X	X			
Sunset Park	1.5	Replace park amenities including benches																			✓	\$50,000				\$82,000	70%		30%	\$6,000	X	X	X		
Subtotal			30.0																																





Table D-2: Summary of Projects by Type

Draft 10/27/2021

	Acquisition	Site Design or Master Planning	Development	Play Equipment	Sports Field	Sports Court	Picnic Shelter	Miles of Trails	Miles of Pathways (soft surface)	Restroom	General Park Amenities	ADA/ Accessibility Improvements	Natural Space Improvements	Specialized Improvements
Count of New Facilities	0	2	1	2	3	6	4	3.62	0.30	0	9	N/A	N/A	N/A
Count of Replaced or Enhanced Existing Facilities	N/A	N/A	N/A	3	0	4	1	0.00	0.00	1	6	N/A	N/A	N/A
Subtotal Number of Facilities	0	2	1	5	3	10	5	3.62	0.30	1	15	N/A	N/A	N/A
Number of Sites with this Project Type	0	2	1	5	1	4	3	10	2	1	15	13	5	10
Total Planning Level Cost By Project Type	\$0	\$200,000	\$242,424	\$1,100,000	\$1,500,000	\$1,840,000	\$960,000	\$3,620,000	\$30,000	\$480,000	\$552,000	\$770,000	\$130,000	\$4,775,000

Planning Level Cost		
Total New Facility Costs	\$13,357,000	includes natural space improvements and specialized improvements
Total Replaced or Enhanced Facility Cost	\$2,842,000	
		Includes ADA/Accessibility improvements
Total System-Wide Costs	\$16,199,000	

# Table D-3 Planning Level Cost Assumptions

All costs below are intended to be fully loaded. It is likely that by the time projects are ready for implementation these costs will have increased. Site specific planning and design will help refine the numbers.

Build	Unit	Cost		
Trail Acquisition	Per Acre	\$250,000		Currently only applied to trails and may end up needed for environmental work, crossings or other improvements
Trail Design or Master Planning	Per Acre	\$100,000		
Trail Site Development	Per Acre	\$500,000		
Features	Unit	Cost (New)	Enhance/Replace	Description/Notes
Percent of cost applied		100%	80%	
Play Area	Each	\$ 250,000	\$ 200,000	Mid-level, neighborhood scale play area or basic nature play features
Sports Field	Each	\$ 500,000	\$ 400,000	Natural turf field with drainage, basic field features.
Artificial Turf and Lighting	Each	\$ 2,500,000	\$ 2,000,000	In addition to sports field
Sports Court	Pair	\$ 200,000	\$ 160,000	Pair of tennis or basketball courts striped for multiple activities. One pair of courts can accommodate 4 pickleball courts.
Picnic Shelter	Each	\$ 200,000	\$ 160,000	
Trails	Per mile	\$ 1,000,000	\$ 800,000	10-16' paved path with gravel shoulders. Improvements required may include curb and gutter, curb ramps, drainage infrastructure adjustments and installations and minimal power pole relocation. Does not include environmental review and permitting if necessary. 16' corridor is assumed for miles to acres calculation
Pathways (soft surface)	Per mile	\$ 100,000	\$ 80,000	
Restroom	Each	\$ 600,000	\$ 480,000	Single occupant, durable structured restroom, assumes utilities in place.
General Park Amenities	Allowance	\$ 40,000	\$ 32,000	
ADA Improvements	Amount			Unique cost assigned for accessibility improvements
Specialized Recreation	Amount			Unique cost assigned for limited or one-off facilities
Maintenance				
Standard Maintenance	Per Acre	\$ 5,750		Based on existing level of maintenance escalated 5% per year for 10 years
Enhanced Maintenance	Per Acre	\$ 8,625		Higher level of maintenance for sites with intensive needs/use (50% more than basic maintenance
Natural Area Stabilization	Per Acre	\$ 800		Based on a stabilizing level of maintenance, MIG research. Escalated 5% per year for 10 years
Other Cost Data				
Parking	10 spaces	\$ 200,000	\$ 160,000	10 spaces, including 2 accessible spaces

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2022-\_\_\_\_\_

REPEALING RESOLUTIONS R2001-1272, R2002-1349, R2006-1729, R2009-1949, R2014-2517, AND R2016-2648 (PARK MASTER PLANS)

WHEREAS, on June 18, 2001, Keizer City Council adopted Resolution R2001-1272 (Adopting a Master Plan for Country Glen – Hidden Creek Park);

WHEREAS, on July 15, 2002, Keizer City Council adopted Resolution R2002-1349 (Adopting a Master Plan for Chalmers Jones Park);

WHEREAS, on October 2, 2006, Keizer City Council adopted Resolution R2006-1729 (Approval of Keizer Rapids Park Master Plan and Direction to Make Application to Marion County for Land Use Approval);

WHEREAS, on May 18, 2009, Keizer City Council adopted Resolution R2009-1949 (Amendment of Keizer Rapids Park Master Plan and Direction to Allow Disc Golf in the Park);

WHEREAS, on December 1, 2014, Keizer City Council adopted Resolution R2014-2517 (Adopted 2014 Keizer Rapids Park Master Plan Amendment; Amending Resolution R2006-1729);

WHEREAS, on January 19, 2016, Keizer City Council adopted Resolution R2016-2648 (Adopting 2016 Keizer Rapids Park Master Plan Amendment; Amending Resolution R20016-1729 and Resolution R2014-2517);



1 WHEREAS, on March 7, 2022, Keizer City Council adopted the Parks and  
2 Recreation Master Plan dated December 2021;

3 WHEREAS, all previous park Master Plans are incorporated into the Parks and  
4 Recreation Master Plan dated December 2021 and therefore are no longer necessary;

5 NOW, THEREFORE,

6 BE IT RESOLVED by the City Council of the City of Keizer that Resolution  
7 R2001-1272 (Adopting a Master Plan for Country Glen – Hidden Creek Park),  
8 Resolution R2002-1349 (Adopting a Master Plan for Chalmers Jones Park), Resolution  
9 R2006-1729 (Approval of Keizer Rapids Park Master Plan and Direction to Make  
10 Application to Marion County for Land Use Approval), Resolution R2009-1949  
11 (Amendment of Keizer Rapids Park Master Plan and Direction to Allow Disc Golf in the  
12 Park), Resolution R2014-2517 (Adopted 2014 Keizer Rapids Park Master Plan  
13 Amendment; Amending Resolution R2006-1729), and Resolution R2016-2648  
14 (Adopting 2016 Keizer Rapids Park Master Plan Amendment; Amending Resolution  
15 R20016-1729 and Resolution R2014-2517) are hereby repealed in their entirety.

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

18 PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

19 SIGNED this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

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\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Recorder

**CITY COUNCIL MEETING: March 21, 2022**

**AGENDA ITEM NUMBER: \_\_\_\_\_**

**TO: MAYOR CLARK AND CITY COUNCIL MEMBERS**

**THROUGH: WES HARE  
INTERIM CITY MANAGER**

**FROM: BILL LAWYER  
PUBLIC WORKS DIRECTOR**

**SUBJECT: MOSAIC TILE ART PROJECT AT THE SPLASH PAD**

**DATE: March 14, 2022**

**BACKGROUND:**

The Parks and Recreation Advisory Board approved a grant request from Keizer Public Arts Commission (KPAC) on March 8<sup>th</sup>, 2022. The grant is for the mosaic tile project at the Splash Pad in Chalmers Jones Park. The application calls for the Parks Board grant program to pay \$9,550.00 of the total of \$11,200.00, with KPAC paying the remaining \$1650.00. The application for Parks Grant funding is attached and includes the Resolution where the City Council approved the placement of the art, which specifically said all funds were to be from “grant” funds and the only match was to be soft costs and fundraising.

The Parks Board Grant program has historically approved applications that 1) provide nearly a 50% match to the grant funds through fundraising, volunteer labor and equipment and other soft costs, and 2) are to be reimbursement grants. I have attached the Resolution creating the Matching Grant program for your reference. Because of the dollar amount of the Parks Board grant and the fact that KPAC would not pay the entire amount upfront, the mosaic art project does not meet either of these requirements.

The City Manager, City Attorney and I have discussed this and believe the original intention of the City Council when they approved the mosaic art was that the grant funding would come from a source other than the City of Keizer. We think the logical next step in this process, before the artist begins work on the project, is to have the City Council decide if the project is an appropriate use of city funds and approve where the funding for this project comes from.

**RECOMMENDATION:**

Staff requests that Council consider the matter and by minute motion indicate if Council wishes to fund the mosaic tile project and which funds the money should come from. Depending on Council's decision, we may bring resolutions back to formalize the matter.

Please contact me with any questions or concerns.



CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2014- ~~2478~~

ADOPTING POLICIES FOR KEIZER PARKS  
MATCHING GRANT PROGRAM

WHEREAS, the Keizer Parks and Recreation Advisory Board requested that the City of Keizer establish a Keizer Parks Matching Grant Program that endeavors to create opportunities to work with local citizens to improve the quality of the parks system;

WHEREAS, the City Council desires to adopt a policy that allows the Keizer Parks Matching Grant Program to operate in a fair and efficient manner;

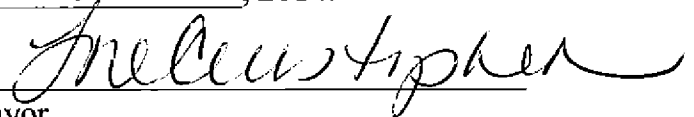
NOW, THEREFORE,

BE IT RESOLVED by the City Council of the City of Keizer that the policy relating to the Keizer Parks Matching Grant Program attached as Exhibit "A" and by this reference incorporated herein is hereby adopted.

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

PASSED this 7th day of July, 2014.

SIGNED this 7th day of July, 2014.

  
Mayor

  
City Recorder

CITY OF KEIZER  
KEIZER PARKS IMPROVEMENT  
PARKS MATCHING GRANT PROGRAM

The City of Keizer, through its City of Keizer Parks and Recreation Advisory Board, endeavors to create opportunities to work with local citizens through a "Parks Matching Grant Program" to improve the quality of the parks system.

Each year, the Budget Committee and the City Council will consider the recommendation of the Keizer Parks and Recreation Advisory Board with regard to the total amount to budget for the Parks Matching Grant Program for the upcoming fiscal year. The Keizer Parks and Recreation Advisory Board (hereinafter "Board") will have authority to approve grants each fiscal year up to the amount budgeted. All requested projects must meet the requirements set forth herein.

Each year, the Board will solicit applications from citizens for projects that will benefit parks in Keizer. To be eligible, the project must qualify under one or more of the following categories:

1. Projects that are listed in the Keizer Parks Master Plan, or;
2. Projects that qualifies as a City of Keizer standard park amenity, or;
3. Projects that would improve a park or parks in Keizer.

Applications must be received two (2) weeks prior to the next Board meeting in order to be considered at that meeting. Applications can be submitted via electronic submission, or a hard copy can be hand delivered or mailed, but must be received by the deadline set to be considered at the next Board meeting. Applications shall be submitted on a city-approved form. All applications must be addressed to Deputy City Recorder.

Completed applications received by the deadline will be considered at the next Board meeting. Applicants (or an authorized representative) must attend to be eligible, unless the Board votes to waive such appearance. A Board member cannot be an applicant.

The Public Works Director or designee shall work with the applicant to make the applications and proposed budgets complete prior to the application being considered by the Board. Projects must meet all local, state, and federal laws for parks and recreation facilities to be considered.

The Board will review each proposal and make a determination on the proposal based on the following criteria:

1. Projects that benefit the greatest number of Keizer residents and provide the "best bang for the buck";
2. Identified need for the project;
3. Likelihood the project can be accomplished on time and on budget;

4. Other projects that have been considered and deferred (see below);
5. Whether the proposed project is identified in the Parks Master Plan;
6. Any other criteria the Board believes are appropriate to consider.

The Board shall give more weight to projects that are identified in the Parks Master Plan.

The Board may approve or deny the proposal, or they may approve it with conditions. The Board may also defer decision on the proposal due to timing of the season or concern that other proposed or deferred projects would not be able to be funded. In such case, the Board may consider the deferred project in the same or next fiscal year. The maximum total grant awards cannot exceed the amount budgeted by the Keizer City Council each fiscal year.

Once an application has been approved, a meeting shall be set up between the Project Director and the Public Works Director or designee to explain the process for making donations and submitting funds toward the project, as well as to report progress being made. Prior to beginning the project, the Public Works Director must approve an itemized list of materials.

These are strictly reimbursement grants. Applicant will need to complete the project, have the project accepted by the City, and provide appropriate copies of receipts for materials and other costs associated with the project to receive reimbursement. The project is subject to city audit and receipts must be approved by the Finance Director.





## KEIZER PARKS IMPROVEMENT MATCHING GRANT PROGRAM APPLICATION

All areas must be filled in and signed before submission.

Please deliver to City Hall at 930 Chemawa Road, Keizer Attention: Debbie Lockhart

Name of Organization or Individual	Address
	Phone
	Email
Project Director	Address
	Phone
	Email
Project Name	Proposed Park Site:
Is the project identified in the current Parks Master Plan? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> (example: vegetative buffer along River Road at Meadows Park)	
Estimated project start date:	Estimated project completion date:
Budget: Parks Board Matching Grant	\$
Private Cash/Materials Donations	\$
Corporate Sponsorship	\$
Labor (estimated value)	\$
Total:	\$
Will a recognition sign be required? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>	
<b>Type of Project:</b> (check all that apply) <span style="float: right;"><input type="checkbox"/> Park Rehabilitation</span> <input type="checkbox"/> New Park Feature(s) <input type="checkbox"/> Replacement of Existing Park Feature <span style="float: right;"><input type="checkbox"/> Other</span>	
<b>Project Description:</b> Describe the project for which the matching grant funds are requested including a description of labor and materials needed for completion of the project, a cost estimate for project completion if available, impact on the community, involvement of the organization itself and its volunteers. Attach additional pages if necessary.	
*Successful applicants will be expected to follow all applicable city/state requirements/laws. *Grants will be withdrawn and recipients will be required to reapply for funds if the project is not completed thirty (30) days after the estimated completion date noted above.	
Signature <i>(electronic signature accepted)</i>	Date

Applications must be received by the first Tuesday of the month in order to be considered at the next Parks Board meeting (second Tuesday of each month).

## KEIZER PARKS & RECREATION ADVISORY BOARD GRANT PROGRAM

*The City of Keizer Parks and Recreation Advisory Board endeavors to create public/private partnerships with local citizens through a "Parks Matching Grant Program" to improve the quality of the parks system. The Board wants to engage motivated residents to get the best 'bang for the buck' with the limited resources available."*

- Award of the grants will be by "weight" with projects on the Master Plan receiving more weight than those not included in the Master Plan.
- Testimony will be received from applicants with the Board evaluating each application according to the "best bang for the buck" and the benefit to the greatest number of Keizer residents.
- There will be no minimum or maximum amount (aside from the total available)
- Firm start and completion dates must be provided by the applicant
- Funding must be complete by June 30 of the budget year
- Applications will not be limited to one project
- Applicants may apply for more than one grant
- Grants are reimbursement grants. Applicant will need to complete the project, have it accepted by the City, and provide copies of receipts for materials and other costs associated with the project to receive reimbursement.

## CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2021- 3214ACCEPTING AND APPROVING PLANS FOR PLACEMENT  
OF MOSAIC ART AT SPLASH FOUNTAIN

WHEREAS, the Keizer Public Arts Commission (KPAC) has been approached by artist Didier Planell requesting to place mosaic art on the vertical surfaces of the concrete walls/seats at the Splash Fountain;

WHEREAS, KPAC has approved the plans for the placement of mosaic art at the Splash Fountain;

WHEREAS, KPAC has requested that the Parks and Recreation Advisory Board approve the design and concept and such approval was granted at the August 10, 2021 meeting;

WHEREAS, the effort of KPAC and the artist has resulted in KPAC's request that the City Council of the City of Keizer accept and approve the proposal of placing mosaic art on the vertical surfaces of the concrete walls/seats at the Splash Fountain;

WHEREAS, KPAC also requests that it be allowed to apply for grants and perform fundraising efforts to garner the funds necessary to complete the mosaic art project;

WHEREAS, the Keizer City Council has considered the request and wishes to accept and approve the proposal and allow necessary fundraising efforts;

NOW, THEREFORE,

BE IT RESOLVED by the City Council of the City of Keizer that the placement of mosaic art on the vertical surfaces of the concrete walls/seats at the Splash Fountain is hereby accepted and approved by the City Council.



1 BE IT FURTHER RESOLVED that any and all expenses connected with the mosaic art  
2 at the Splash Fountain estimated at \$11,200 shall be from grant funds with no match except soft  
3 costs and fundraising efforts by KPAC.

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

6 PASSED this 7th day of September, 2021.

7  
8 SIGNED this 7th day of September, 2021.

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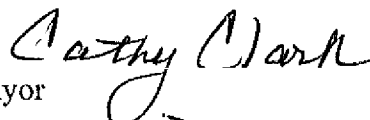

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Mayor  
  
City Recorder

## CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2021- 3238AUTHORIZING CITY MANAGER TO APPLY FOR GRANTS FOR  
THE ROUNDABOUT COWS AND/OR THE SPLASH FOUNTAIN  
MOSAIC PROJECT

WHEREAS, the City Council has authorized the roundabout as an area to locate public art;

WHEREAS, the City Council has authorized the Splash Fountain as an area to locate the Mosaic project;

WHEREAS, the Keizer Public Arts Commission is looking for grants to pay for the two projects and is anticipating that grant prospects may be available soon;

WHEREAS, the Keizer Public Arts Commission is seeking approval from the City Council to apply for grants for these two projects so long as the match does not exceed the Commission's current budget authority;

NOW, THEREFORE,

BE IT RESOLVED by the City Council of the City of Keizer that the City Manager may apply for grants for the roundabout cows and/or the splash fountain mosaic as long as the match does not exceed the Keizer Public Arts Commission's then-current budget authority.

BE IT FURTHER RESOLVED by the City Council of the City of Keizer that further Council action must be taken if the Keizer Public Arts Commission is requesting

1 grant approval for a project other than the roundabout cows or the splash fountain  
2 mosaic or the match exceeds the then-current budget authority.

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

5 PASSED this 20th day of December, 2021.

6  
7 SIGNED this 20th day of December, 2021.

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Mayor

  
City Recorder



**From:** [Laura Reid](#)  
**To:** [Hare, Wes](#)  
**Cc:** [Lawyer, Bill](#); [Davis, Tracy](#); [Cathy Clark](#)  
**Subject:** KPAC Response to Mosaic Funding Concerns  
**Date:** Tuesday, March 15, 2022 8:05:43 PM

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Hello,

I request that this information be included as part of the report regarding the questions that came up about the funding of the mosaic-in-the-splash-park project.

KPAC met this evening and discussed the funding concerns that came up in last week's Parks Board meeting. Lore Christopher's email response addresses this in more detail, but these are the essentials.

- KPAC is contributing \$1,100 by way of the Keizer Community Foundation. In addition, we approved \$500 of the KPAC budget to go towards this project. There is also a \$50 private donation involved. So, KPAC is contributing a total of \$1,650 towards the mosaic.
- The money is available in the Parks budget and needs to be spent before the end of the fiscal year anyway. This project has already been approved by the Council.
- We have an opportunity to engage a world class mosaic artist for a culturally responsive public arts project that is very much in line with the Council goals promoting community engagement.
- Time is a consideration considering the artist will need to order supplies (in an age of a supply-chain crisis), and he will need time to do the prep work in his shop. The goal is to have this completed by June 15th, when the splash pad is likely to be open to the Community.
- We pride ourselves on being a City that gets to "yes." While we are grateful that we have a wonderful staff who bring these details to our attention, we also need to allow for creativity and innovation in coming to solutions

Thank you!

Laura Reid  
Keizer City Councilor

Sent from my iPhone

**From:** [Lore Christopher](#)  
**To:** [Lawyer, Bill](#); [Clay Rushton](#); [David Loudon](#); [Gwen Carr](#); [Johnson, Robert](#); [Katie Brady](#); [Lisa Cejka](#); [Mathew Poteet](#); [Matt Lawyer](#); [Mike Pantalone](#); [Tanya Hamilton](#); [Andrea Madison](#); [Beth Melendy](#); [Felicia Squires](#); [Laura Reid](#); [Michele Roland-Schwartz](#)  
**Cc:** [Hare, Wes](#); [Johnson, Shannon](#)  
**Subject:** RE: Mosaic Art Project  
**Date:** Sunday, March 13, 2022 3:21:48 PM

---

**CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.**

Bill,

Thank you for the heads up and your concerns. Actually \$1,100 in match is coming from the Keizer Community Foundation, not KPAC (but through KPAC).

We understood that the typical project would ideally have a 50% match. It was also our understanding that the Parks Board had discretion in awarding a grant and the amount of match required to complete a project. We also understood that the Parks and Recreation Board had no designated project for these funds and therefore felt is appropriate to improve our Splash Fountain and Park with public art.

It is also an equity art installation, from a Latino cultural art form, which KPAC felt was an important "value add" to our public art inventory and representation of underrepresented cultural art forms and peoples. I have already informed the KeizerTimes of this art installation and they will be running an article regarding the art installation and the artist. So, it is unfortunate that the art installation is now in question.

The funds collected from Keizer residents for the purpose of improving parks are allocated through an annual budget. If these funds are not used during the budget year, they do not "roll-over"

I will attend the City Council Meeting on 3/21 to answer any questions and will ask all KPAC members to join me.

As I understand your email, it is ultimately the City Council to determine if this allocation is an appropriate way to add value and improve our parks. I am confident they will agree.

Thank you,

Lore Christopher

---

**From:** Lawyer, Bill <LawyerB@keizer.org>  
**Sent:** Thursday, March 10, 2022 4:01 PM  
**To:** Clay Rushton <clayrushton@gmail.com>; David Loudon <oryankeeman@comcast.net>; Gwen Carr <Gwencarr2002@yahoo.com>; Johnson, Robert <JohnsonR@keizer.org>; Katie Brady

<katebradyrn@gmail.com>; Lawyer, Bill <LawyerB@keizer.org>; Lisa Cejka <llcejka@gmail.com>; Mathew Poteet <mpoteet@farmersagent.com>; Matt Lawyer <mattlawyer82@yahoo.com>; Mike Pantalone <johnpantalone@comcast.net>; Tanya Hamilton <trmhamilton@hotmail.com>; Andrea Madison <andipmadison@gmail.com>; Beth Melendy <beth@melendy.com>; Felicia Squires <fvsp1213@hotmail.com>; Kim Steen <kimisteen@gmail.com>; Laura Reid <ReidL@keizer.org>; Lore Christopher <chrisfam1@msn.com>; Michele Roland-Schwartz <mroland.schwartz@gmail.com>

**Cc:** Hare, Wes <HareW@keizer.org>; Johnson, Shannon <JohnsonS@keizer.org>

**Subject:** Mosaic Art Project

KPAC and Parks Board Members,

It is our understanding that the Parks Board approved a grant request from KPAC on March 8<sup>th</sup>, 2022. The grant is for the mosaic tile project at the Splash Pad in Chalmers Jones Park. The application (attached) calls for the Park Board grant to pay \$9550 of the total of \$11,200, with KPAC paying the remaining \$1650. The application for Parks Grant funding is attached and includes the Resolution where the City Council approved the placement of the art, which specifically said all funds were to be from "grant" funds and the only match was to be soft costs and fundraising.

The Parks Board Grant program has historically approved applications that 1) provide nearly a 50% match to the grant funds through fundraising, volunteer labor and equipment and other soft costs, and 2) are to be reimbursement grants. I have attached the Resolution creating the Matching Grant program for your reference. Because of the dollar amount of the Parks Board grant and the fact that KPAC would not pay the entire amount upfront, the mosaic art project does not meet either of these requirements.

The City Manager, City Attorney and I have discussed this and believe the original intention of the City Council when they approved the mosaic art was that the grant funding would come from a source other than the City of Keizer. We think the logical next step in this process, before the artist begins work on the project, is to have the City Council decide if the project is appropriate use of city funds and approve where the funding for this project comes from. Staff can present this to the City Council at the next regularly scheduled meeting on Monday March 21<sup>st</sup>, 2022.

Sincerely,

*Bill Lawyer*  
*Public Works Director*  
*503-390-3700*



**From:** [Lore Christopher](#)  
**To:** [Lawyer, Bill](#); [Clay Rushton](#); [David Loudon](#); [Gwen Carr](#); [Johnson, Robert](#); [Katie Brady](#); [Lisa Cejka](#); [Mathew Poteet](#); [Matt Lawyer](#); [Mike Pantalone](#); [Tanya Hamilton](#); [Andrea Madison](#); [Beth Melendy](#); [Felicia Squires](#); [Laura Reid](#); [Michele Roland-Schwartz](#)  
**Cc:** [Hare, Wes](#); [Johnson, Shannon](#)  
**Subject:** RE: Mosaic Art Project  
**Date:** Sunday, March 13, 2022 3:32:01 PM

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**CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.**

Additionally, the Keizer Community Foundation would agree to front the entire amount of the project \$11,200 with the understanding that \$10,100 would be reimbursed.

So, the only remaining issue is the percentage of match for the City Council to approve.

Thank you, Lore Christopher

---

**From:** Lore Christopher  
**Sent:** Sunday, March 13, 2022 3:22 PM  
**To:** Lawyer, Bill <LawyerB@keizer.org>; Clay Rushton <clayrushton@gmail.com>; David Loudon <oryankeeman@comcast.net>; Gwen Carr <Gwencarr2002@yahoo.com>; Johnson, Robert <JohnsonR@keizer.org>; Katie Brady <katebradyrn@gmail.com>; Lisa Cejka <lcejka@gmail.com>; Mathew Poteet <mpoteet@farmersagent.com>; Matt Lawyer <mattlawyer82@yahoo.com>; Mike Pantalone <johnpantalone@comcast.net>; Tanya Hamilton <trmhamilton@hotmail.com>; Andrea Madison <andipmadison@gmail.com>; Beth Melendy <beth@melendy.com>; Felicia Squires <fvsp1213@hotmail.com>; Laura Reid <ReidL@keizer.org>; Michele Roland-Schwartz <mroland.schwartz@gmail.com>  
**Cc:** Hare, Wes <HareW@keizer.org>; Johnson, Shannon <JohnsonS@keizer.org>  
**Subject:** RE: Mosaic Art Project

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As I understand your email, it is ultimately the City Council to determine if this allocation is an appropriate way to add value and improve our parks. I am confident they will agree.

Thank you,

Lore Christopher

---

**From:** Lawyer, Bill <[LawyerB@keizer.org](mailto:LawyerB@keizer.org)>

**Sent:** Thursday, March 10, 2022 4:01 PM

**To:** Clay Rushton <[clayrushton@gmail.com](mailto:clayrushton@gmail.com)>; David Loudon <[oryankeeman@comcast.net](mailto:oryankeeman@comcast.net)>; Gwen Carr <[Gwencarr2002@yahoo.com](mailto:Gwencarr2002@yahoo.com)>; Johnson, Robert <[JohnsonR@keizer.org](mailto:JohnsonR@keizer.org)>; Katie Brady <[katebradyrn@gmail.com](mailto:katebradyrn@gmail.com)>; Lawyer, Bill <[LawyerB@keizer.org](mailto:LawyerB@keizer.org)>; Lisa Cejka <[lcejka@gmail.com](mailto:lcejka@gmail.com)>; Mathew Poteet <[mpoteet@farmersagent.com](mailto:mpoteet@farmersagent.com)>; Matt Lawyer <[mattlawyer82@yahoo.com](mailto:mattlawyer82@yahoo.com)>; Mike Pantalone <[johnpantalone@comcast.net](mailto:johnpantalone@comcast.net)>; Tanya Hamilton <[trmhamilton@hotmail.com](mailto:trmhamilton@hotmail.com)>; Andrea Madison <[andipmadison@gmail.com](mailto:andipmadison@gmail.com)>; Beth Melendy <[beth@melendy.com](mailto:beth@melendy.com)>; Felicia Squires <[fvsp1213@hotmail.com](mailto:fvsp1213@hotmail.com)>; Kim Steen <[kimisteen@gmail.com](mailto:kimisteen@gmail.com)>; Laura Reid <[ReidL@keizer.org](mailto:ReidL@keizer.org)>; Lore Christopher <[chrisfam1@msn.com](mailto:chrisfam1@msn.com)>; Michele Roland-Schwartz <[mroland.schwartz@gmail.com](mailto:mroland.schwartz@gmail.com)>

**Cc:** Hare, Wes <[HareW@keizer.org](mailto:HareW@keizer.org)>; Johnson, Shannon <[JohnsonS@keizer.org](mailto:JohnsonS@keizer.org)>

**Subject:** Mosaic Art Project

KPAC and Parks Board Members,

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The Parks Board Grant program has historically approved applications that 1) provide nearly a 50% match to the grant funds through fundraising, volunteer labor and equipment and other soft costs, and 2) are to be reimbursement grants. I have attached the Resolution creating the

Matching Grant program for your reference. Because of the dollar amount of the Parks Board grant and the fact that KPAC would not pay the entire amount upfront, the mosaic art project does not meet either of these requirements.

The City Manager, City Attorney and I have discussed this and believe the original intention of the City Council when they approved the mosaic art was that the grant funding would come from a source other than the City of Keizer. We think the logical next step in this process, before the artist begins work on the project, is to have the City Council decide if the project is appropriate use of city funds and approve where the funding for this project comes from. Staff can present this to the City Council at the next regularly scheduled meeting on Monday March 21<sup>st</sup>, 2022.

Sincerely,

*Bill Lanyer*  
*Public Works Director*  
*503-390-3700*



**CITY COUNCIL MEETING: March 21, 2022****AGENDA ITEM NUMBER: \_\_\_\_\_****TO: MAYOR CLARK AND CITY COUNCIL MEMBERS****THROUGH: WES HARE  
INTERIM CITY MANAGER****FROM: BILL LAWYER  
PUBLIC WORKS DIRECTOR****SUBJECT: FEE WAIVER REQUEST FOR A SOGGY DAY IN THE PARK AT  
KEIZER RAPIDS PARK****DATE: March 10, 2022****BACKGROUND:**

The Claggett Creek Watershed Council (CCWC) is planning the Soggy Day in the Park event for Saturday April 23<sup>rd</sup>, 2022. This event is designed to encourage families from the community to get into the outdoors, have fun, learn something about the Willamette River through boat rides on the river and learn about invasive species through nature hikes in the natural area of the park. Other activities planned include backhoe demonstrations, catered food and bouncy houses for kids to play in.

This matter is before the Council to consider whether it is appropriate to waive or reduce fees for the event. Here is a breakdown of the total fees for the event as proposed.

Application Fee	\$ 63.00
First 2 Hours Use Fee @ \$105.00.	\$ 105.00
Use Fees (3hrs. @\$53.00 per hr.)	\$ 159.00
<b>Total Fees</b>	<b>\$ 327.00</b>

It is appropriate for Council to consider the matter of the fees and make a minute motion to deny the waiver request, waive some of the fees, or waive all of the fees for the April 23<sup>rd</sup>, 2022 Soggy Day in the Park event at Keizer Rapids Park.

**RECOMMENDATION:**

The City Council should consider the matter and make a minute motion to formalize its intent with regard to the fees.

Please contact me with any questions or concerns.

**CITY COUNCIL MEETING: March 21, 2022****AGENDA ITEM NUMBER: \_\_\_\_\_**

**TO: MAYOR CLARK AND COUNCIL MEMBERS**

**THROUGH: R. WES HARE, CITY MANAGER**

**FROM: E. SHANNON JOHNSON, CITY ATTORNEY**

**SUBJECT: AUTHORIZING CITY MANAGER TO SIGN PRODUCTION  
STUDIO ADMINISTRATION AGREEMENT**

KeizerTV has managed and administered the public, educational and governmental access to the cable television channel allocated for that purpose for several years. The agreement with KeizerTV expires on March 31, 2022. The City issued a Request for Proposal on February 4, 2022. One proposal was received from Ambition Pictures LLC. Ambition Pictures LLC has been affiliated with KeizerTV for many years. The City Manager and Finance Director reviewed the proposal and determined that it meets with the City's intent.

Subject to Council approval, Ambition Pictures LLC and the City have agreed to the terms of an agreement based on the Request for Proposal. The agreement is for three years, with two additional two-year terms if agreeable by all parties.

**RECOMMENDATION:**

Adopt the attached Resolution authorizing the City Manager to enter into the Production Studio Administration Agreement with Ambition Pictures LLC.

Please let me know if you have any questions. Thank you.

ESJ/tmh



1 CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

2  
3 Resolution R2022-\_\_\_\_\_

4  
5 AUTHORIZING THE CITY MANAGER TO SIGN THE PRODUCTION  
6 STUDIO ADMINISTRATION AGREEMENT

7  
8 WHEREAS, the City of Keizer has provided cable access television to the  
9 community for several years;

10 WHEREAS, the City has need of services to manage and administer public,  
11 educational and governmental access to the cable television channel allocated for the  
12 purpose, and to manage and administer the television production studio and equipment  
13 owned by the City for public, educational and governmental use in production of video  
14 programs;

15 WHEREAS, a Request for Proposal was issued on February 4, 2022;

16 WHEREAS, only one proposal was received;

17 WHEREAS, staff desires to enter into an agreement with the proposer Ambition  
18 Pictures LLC;

19 WHEREAS, Ambition Pictures LLC desires to manage and administer the public,  
20 educational and governmental access and use;

21 WHEREAS, the parties have negotiated the terms of an agreement and desire to  
22 enter into such Agreement;

23 NOW, THEREFORE,

1           BE IT RESOLVED by the City Council of the City of Keizer that the City  
2 Manager is authorized to enter into the attached agreement with Ambition Pictures LLC.

3           BE IT FURTHER RESOLVED that the City Manager is authorized to take any  
4 appropriate action in connection with such agreement.

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

7           PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

8  
9           SIGNED this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

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\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Recorder

# PRODUCTION STUDIO ADMINISTRATION AGREEMENT

DATE: \_\_\_\_\_, 2022

## PARTIES:

CITY OF KEIZER, an Oregon  
municipal corporation (hereinafter "City")  
930 Chemawa Road NE  
PO Box 21000  
Keizer, OR 97307

AMBITION PICTURES LLC (hereinafter "Consultant")  
PO Box 13637  
Salem, OR 97309

## RECITALS:

A. City has provided cable access television to the community for several years.

B. City has need of services to manage and administer public, educational and governmental access to the cable television channel allocated for the purpose, and to manage and administer the television production studio and equipment owned by the City for public, educational and governmental use in production of video programs.

C. Consultant desires to manage and administer the public, educational and governmental access and use as set forth herein.

NOW, THEREFORE, in consideration of the mutual promises contained herein, the parties do mutually agree as follows:

## AGREEMENT:

1. Term. The term of this Agreement shall be from April 1, 2022 and continuing until March 31, 2025, or until this agreement is terminated or renewed as herein provided. This agreement may be renewed for two additional two-year terms if agreeable by all parties mentioned above. Renewals of the Agreement will be contingent upon the approval of fees, performance, and services. Consultant may submit revised prices for consideration at the time of renewal.



2. Consultant Services, Functions and Responsibilities. Consultant shall use its best efforts to achieve the Scope of Services attached hereto as Exhibit "A" during the period of this Agreement.

3. Payment. The City shall pay to Consultant \$2,950.00 each month for the services outlined in Exhibit "A", Section I. The City shall pay to Consultant \$1,660.00 each month for the services outlined in Exhibit "A", Section II. The City shall pay to Consultant \$110.00 per hour for services requested as outlined in Exhibit "A", Section III. Payment shall be in arrears for the previous calendar month. Equipment purchases and/or upgrades will be funded separately by the City.

4. Budget Appropriation. The City's obligation to pay and Consultant's obligation to provide services under this Agreement are subject to appropriation of funds in the budget process. The amount of money payable to Consultant under Section 3 is subject to final appropriation by the City in the budget process on an annual basis. Notwithstanding the termination provisions herein, termination may also occur for non-appropriation. Specifically, all City obligations to expend money under this Agreement are contingent upon future appropriation as part of the City budget process and local budget law, and the failure of the Council and Budget Committee to make the appropriation shall necessarily result in termination of the Agreement or reduce the level of service provided by Consultant. In the event insufficient funds are appropriated for the payments under this Agreement, the City may terminate the Agreement at the end of its current fiscal year, with no further liability or penalty to the City or reduce the level of service at any time upon sixty (60) days written notice. The City shall deliver a sixty (60) days written notice to Consultant of termination under this Section.

5. Insurance. During the term of this Agreement, Consultant shall maintain, at a minimum, the following insurance:

- 5.1 General Liability. Consultant shall maintain general liability insurance in the amount of \$1,000,000 per occurrence/\$1,000,000 annual aggregate, which protects it from claims for personal injury, bodily injury and property damage.
- 5.2 Automobile Liability. Consultant shall maintain automobile liability coverage for non-owned and hired autos, in the amount of \$1,000,000 per occurrence which protects Consultant from claims for bodily injury and property damage.
- 5.3 Additional Insured. Prior to commencing services and on an annual basis thereafter, Consultant shall provide City with certificates of insurance attesting to existence of the insurance coverage required by this Agreement. Certificates shall be endorsed to name the City of Keizer, its officers, agents, contractors, and employees as additional insured. Such certificates shall provide that no coverage shall be cancelled without 30 days written notice to City except 10 days notice for non-payment of

premium. In the event Consultant does not obtain or maintain the coverage required by this Agreement, City may, at its option, terminate this Agreement.

- 5.4 **Workers' Compensation Insurance.** Consultant shall procure and maintain, at its own expense, during the life of this Agreement, in accordance with the provision of the laws of the state of Oregon, Workman's Compensation Insurance for all of its employees. Certificates evidencing the issuance of such insurance shall be filed with the City within five (5) days after execution of this Agreement and on an annual basis thereafter.

6. **Evaluation.** Six (6) months prior to the conclusion of each Agreement period, Consultant's performance will be formally evaluated. City Manager and other city staff/officials appointed by the City Manager shall meet with Consultant for the purpose of evaluating the performance of Consultant. The evaluation will be in accord with and take into consideration the services, functions and responsibilities of Consultant as listed herein. The City Manager will be responsible for scheduling this meeting.

7. **Indemnification and Hold Harmless.** Consultant shall defend, save, and indemnify the City, its officers, agents, and employees from all claims, suits, or actions of whatsoever nature resulting from or arising out of the activities of Consultant or its officers, employees, or agents under this Agreement.

8. **Assignment and Subcontracting.** Consultant shall not assign or transfer this Agreement, or any interest thereon. Any such assignment shall be void, and shall, at the option of the City, terminate this Agreement. Consultant shall not subcontract any of its responsibilities hereunder without the express written consent of the City.

9. **Termination.**

- 9.1 All or part of this Agreement may be terminated by mutual consent by both parties; or by either party at any time, upon sixty (60) days notice in writing and delivered by certified mail. In the event of termination of this Agreement, each party shall be responsible for its own costs and expenses in complying with the Agreement.
- 9.2 This Agreement may be terminated by either party if the other party commits any material breach of any of the terms or conditions of this Agreement and fails or neglects to correct the same within fourteen (14) days after written notice of such breach. If the breach is of such nature that it cannot be completely remedied within the 14-day period, this provision shall be complied with if correction of the breach begins within the 14-day period and thereafter proceeds with reasonable diligence and in good faith to effect the remedy as soon as is practicable.
- 9.3 This Agreement may be terminated as specified in Section 4.

10. Notices. All notices hereunder shall be given in writing and mailed postage prepaid, addressed to the parties as set forth above or such other address as either party may provide to the other by notice given in accordance with this provision.

11. Remedies. In the event of termination, Consultant shall pay to the City any unexpended funds received by Consultant at any time from the City. City shall pay Consultant for services rendered and costs incurred by Consultant prior to the termination date. City may elect to bring an action to recover any damages suffered by City as a result of Consultant's actions or as a result of any breach by Consultant of any term, covenant or condition of this Agreement.

12. Attorney Fees. If suit or action is instituted to enforce or interpret this Agreement or in conjunction with any claim or controversy arising out of this Agreement, the prevailing party shall be entitled to recover, in addition to costs, such sum as the Court may adjudge reasonable as attorney fees at trial and on appeal of the suit or action.

13. Amendments. Amendments to this Agreement shall be recognized only if reduced to writing and executed by Consultant and the City Manager of the City of Keizer.

14. Relationship of the Parties. The City and Consultant have entered into this Agreement for the purpose of establishing an independent contractor relationship between the City and Consultant. It is understood and agreed by and between the parties that nothing herein shall constitute or be construed to be an employment, partnership, joint venture, or joint employer relationship between the City, its successors or assigns on the one part, and Consultant, its successors or assigns on the other part. Consultant is not entitled to, and expressly waives all claims to City benefits including, but not limited to health, life, and disability insurance, overtime pay, paid leave, and retirement.

15. Non-Discrimination. Consultant agrees not to discriminate against any employee or applicant for employment because of race, creed, ancestry, sexual orientation, disability, color, sex, marital status, age, religion or national origin, and further agrees not to discriminate for the same aforementioned reasons against any person or persons in connection with admission, services, or privileges offered to or enjoyed by the general public.

16. Ownership of Work. All work products of Consultant which result from this Agreement are the property of City.

17. Alternative Service Methods and Providers. The City retains the option to use alternative service methods and service providers when the City deems it appropriate.

18. Governing Law. This Agreement shall be construed, interpreted and applied in accordance with the laws of the State of Oregon.



19. Agreement. This Agreement is the entire, final and complete agreement of the parties and supersedes and replaces all written and oral agreements heretofore made or existing by and between the parties or their representatives.

IN WITNESS WHEREOF, the parties hereto have executed this document as of the date first above written.

CITY OF KEIZER

CONSULTANT

By: \_\_\_\_\_

By: \_\_\_\_\_

City Manager

Phillip Wade ODonnell,  
Managing Member

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

Approved as to Form:

\_\_\_\_\_  
E. Shannon Johnson,  
Keizer City Attorney

**Exhibit “A”****Scope of Services**

The City will expect the administrator/firm to provide the following services:

**SECTION I. Provide the following services for a separate monthly flat base rate:**

1. Manage and administer the television production studio and equipment provided by the City for public, educational and governmental use in production of video programs, including:
  - a. Performing maintenance on studio and production equipment.
  - b. Assisting in budgeting of the studio and production equipment.
  - c. Assisting in soliciting bids for studio and production equipment.
2. Record, produce, televise and stream to applicable social media, two (2) regular City Council meetings per month. In addition, the City has a Spanish interpreter for these meetings that the administrator/firm will separately stream on social media.
3. Maintain an on-line format for the viewing of K23 content.

**SECTION II. Provide the following services for a separate monthly flat base rate:**

1. Record, produce, televise and stream to applicable social media the following:
  - a. One (1) Planning Commission meeting per month.
  - b. One (1) Parks Board meeting per month.
  - c. One (1) Traffic, Bicycle, Pedestrian Safety Committee meeting per month.
  - d. All Budget Committee meetings per year (approximately 3-4).

**SECTION III. Provide the following as additional services when requested at an hourly rate:**

1. Record, produce, televise and stream to applicable social media community events (parades, festivals, etc.).
2. Record, produce, televise and stream to applicable social media public service and emergency broadcast messages.
3. Provide for public access services.
4. Record, produce, televise and stream to applicable social media additional City Council or other meetings.

The City’s resources are limited. The City reserves the right to reduce the level of service based on available funding upon sixty (60) days notice.

**CITY COUNCIL MEETING: March 21, 2022****AGENDA ITEM NUMBER:\_\_\_\_\_**

**TO: MAYOR CLARK AND COUNCIL MEMBERS**

**THROUGH: R. WES HARE, CITY MANAGER**

**FROM: E. SHANNON JOHNSON, CITY ATTORNEY**

**SUBJECT: *RESOLUTION AUTHORIZING CITY MANAGER TO ENTER INTO CONTRACT WITH BRIGHTVIEW LANDSCAPE SERVICES, INC.***

The City previously contracted with Cascade Grounds, Inc. for right-of-way landscape maintenance and vegetated stormwater facility maintenance. Such contract ended on November 30, 2021.

Staff issued a Request for Proposal from qualified firms to perform the street and right-of-way landscape maintenance services and vegetated stormwater facility maintenance services contract and six proposals were received.

The selection committee independently evaluated the proposals which resulted in a 3-way tie. Pursuant to OAR 137-046-0300, the City drew lots and the winner from the drawing of the lots was Brightview Landscape Services, Inc. The selection committee recommends that the Council authorize the City Manager to enter into the street and right-of-way landscape maintenance services and vegetated stormwater facility maintenance services contract with Brightview Landscape Services, Inc.

**RECOMMENDATION:**

Adopt the attached Resolution.

Please let me know if you have any questions in this regard. Thank you.

ESJ/tmh  
attachment



## 1 CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

2  
3 Resolution R2022-\_\_\_\_\_  
45  
6 AUTHORIZING THE CITY MANAGER TO ENTER INTO THE CITY  
7 OF KEIZER STREET AND RIGHT-OF-WAY LANDSCAPE  
8 MAINTENANCE SERVICES AND VEGETATED STORMWATER  
9 FACILITY MAINTENANCE SERVICES CONTRACT WITH  
10 BRIGHTVIEW LANDSCAPE SERVICES, INC.  
1112 WHEREAS, Cascade Grounds, Inc. previously had a contract with the City for  
13 street and right of way landscape maintenance;

14 WHEREAS, Cascade Grounds, Inc.'s contract ended on November 30, 2021;

15 WHEREAS, the City issued a Request for Proposals and six proposals were  
16 received;17 WHEREAS, the selection committee independently evaluated the proposals  
18 which resulted in a 3-way tie;19 WHEREAS, pursuant to OAR 137-046-0300, the City drew lots and the winner  
20 from the drawing of the lots was Brightview Landscape Services, Inc;21 WHEREAS, the selection committee recommends that the Council enter into a  
22 contract with Brightview Landscape Services, Inc.;23 WHEREAS, the City and Brightview Landscape Services, Inc. wish to enter into  
24 the Contract attached hereto;25 NOW, THEREFORE,  
26

1           BE IT RESOLVED by the City Council of the City of Keizer that the City  
 2   Manager is authorized to enter into the City of Keizer Street and Right-of-Way  
 3   Landscape Maintenance Services and Vegetated Stormwater Facility Maintenance  
 4   Services Contract attached hereto on behalf of the City.

5           BE IT FURTHER RESOLVED by the City Council of the City of Keizer that the  
 6   City Manager is authorized to take such further action as necessary.

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

9           PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

10          SIGNED this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

11

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\_\_\_\_\_  
 Mayor

\_\_\_\_\_  
 City Recorder

**STREET AND RIGHT-OF-WAY LANDSCAPE  
MAINTENANCE SERVICES AND VEGETATED STORMWATER  
FACILITY MAINTENANCE SERVICES CONTRACT**

This Contract is between the CITY OF KEIZER, an Oregon municipal corporation (“City”) and BrightView Landscape Services, Inc. (“Contractor”).

The parties mutually covenant and agree as follows:

**1. Effective Date and Duration.**

The period of this Contract shall be March 8, 2022 to November 30, 2024. The City and Contractor may extend the Contract for two additional two-year terms upon mutual written consent of the parties.

**2. Statement of Work.**

The work required under this Contract is contained in the attached Scope of Services and the Standard Terms and Conditions for Standard Public Contracts. The Contractor shall comply in every way with the requirements of the Scope of Services and the Standard Terms and Conditions for Standard Public Contracts that are hereby made a part of this Contract by attachment and by this reference.

**3. Consideration.**

a. City shall pay Contractor \$7,850.00 each month from March through November each year for street and right-of-way landscape maintenance services, \$2,617.00 each month from March through November each year for vegetated stormwater facility maintenance services, and \$333.00 each month from March through November each year for Focal Point maintenance services. City and Contractor agree that this price is for the maintenance services and frequencies as outlined in the Scope of Services attached hereto. Contractor understands and agrees that additional service areas may be added and the City shall pay Contractor a negotiated price similar to the contract pricing for street and right-of-way landscape maintenance services and vegetated stormwater facility maintenance services considering the size, location and complexity of the new areas as agreed upon in writing between the parties. Contractor understands and agrees that no payment will be paid for the months of December, January or February each year.

b. Contractor will submit an invoice monthly within fourteen (14) days following services performed. Contractor understands and agrees that the invoice must be itemized with the fee for street and right-of-way landscape maintenance, the fee for the vegetated stormwater facility maintenance, and the fee for the Focal Point separate. Contractor shall submit one (1) paper copy report form provided by the City for each VSF system that lists the name of the system, a general report of the work completed, the condition of the system during the month and any pesticide application reporting. The VSFs will be identified using the ID names or numbers on



the City-provided map. The report will also list any conditions of concern, damages, and other issues along with actions taken. City shall pay Contractor within thirty (30) days of receipt of invoice and reports, providing that all work submitted for payment has been performed accurately and completely.

c. This Contract may be cancelled by City if sufficient funds are not available or authorized by the City Council (Standard Terms – Section 9.b.).

CITY OF KEIZER

BRIGHTVIEW LANDSCAPE SERVICES, INC.

By: \_\_\_\_\_

By: \_\_\_\_\_

\_\_\_\_\_,  
City Manager

\_\_\_\_\_,  
\_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
Keizer City Attorney

**CITY OF KEIZER  
STANDARD TERMS AND CONDITIONS FOR  
STANDARD PUBLIC CONTRACTS**

**1. Contractor is an Independent Contractor**

a. Contractor shall perform the work required by this Contract as a suitable provider. Although the City reserves the right (i) to determine (and modify) the delivery schedule for the work to be performed and (ii) to evaluate the quality of the completed performance, the City cannot and will not control the means or manner of the Contractor's performance. The Contractor is responsible for determining the appropriate means and manner of performing the work. Contractor shall ensure that the work is performed at the frequencies outlined in the Scope of Services attached hereto.

b. The Contractor represents and warrants that Contractor is an independent contractor and not an employee or agent of the City for any purpose, and shall obtain no rights to any employee benefits, which accrue, to City's employees. Contractor is not entitled to, and expressly waives all claim to City benefits including, but not limited to health, life, and disability insurance, overtime pay, paid leave, and retirement.

c. Contractor will be responsible for any federal or state taxes applicable to any compensation or payment paid to Contractor under this Contract.

d. Contractor is not eligible to, and expressly waives all claim to City benefits including, but not limited to health, life, and disability insurance, overtime pay, paid leave, retirement, any federal Social Security, unemployment insurance, or workers' compensation benefits from compensation or payments to Contractor under this Contract.

**2. Subcontracts and Assignment**

Contractor shall not subcontract any of the work required by this Contract, or assign or transfer any of its interest in this Contract, without the prior written consent of the City.

**3. No Third Party Beneficiaries**

City and Contractor are the only parties to this Contract and are the only parties entitled to enforce its terms. Nothing in this Contract gives or provides any benefit or right, whether directly, indirectly, or otherwise, to third persons unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of the terms of this Contract.

#### **4. Successors in Interest**

The provisions of this Contract shall be binding upon and shall inure to the benefit of the parties hereto, and their respective successors and approved assigns, if any.

#### **5. Contract Documents**

The Contract Documents, which comprise the entire Contract between the City and Contractor, include the Landscape Maintenance Services and Vegetated Stormwater Facility Maintenance Services Contract, Scope of Services and Standard Terms and Conditions for Standard Public Contracts.

All exhibits, schedules and lists attached to the Contract Documents shall be deemed a part of the Contract Documents and incorporated herein, where applicable, as if fully set forth herein.

#### **6. Contractor's Representations**

By executing this Contract, the Contractor hereby represents that:

- a. Contractor has familiarized itself with the nature and extent of the Contract Documents, project work, site, locality, general nature of work to be performed by City or others at the site that relates to the project work required by the Contract Documents, local conditions, and federal, state, and local Laws and Regulations that in any manner may affect cost, progress, performance, or furnishing of the project work.
- b. Contractor will be responsible to perform the work in a manner to comply with all state and federal requirements, including ADA, Civil Rights Act, OSHA, and EEO requirements.
- c. Contractor will be responsible for all traffic control needed to perform the work and must wear safety vests at all times and use safety cones as required. All traffic control measures shall comply with the current edition of the Manual on Uniform Traffic Control Devices (MUTCD).
- d. Contractor has obtained and carefully studied (or assumes responsibility for obtaining and carefully studying) examinations, investigations, explorations, tests, and studies which pertain to the conditions (subsurface or physical) at or contiguous to the site or otherwise and which may affect the cost, progress, performance, or furnishing of the project work as Contractor deems necessary for the performance and furnishing of the project work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract Documents; and no additional or supplementary examinations, investigations, explorations, tests, reports, or similar information or data are or will be required by Contractor for such purposes.
- e. Contractor shall perform services in a manner to maintain established plant health and minimize damage to the vegetated stormwater facility system and the landscape and right-of-way maintenance areas.



- f. Contractor agrees that the Contract Documents are generally sufficient to indicate and convey understanding of terms and conditions for performing and furnishing the project work.
- g. Contractor shall use care around irrigation systems and any damage in the work areas should be reported to the City within 72 hours.
- h. Contractor shall report any unusual activity and illicit discharges (oil, paint, grey water, other potentially hazardous substances, etc.) to City immediately. In addition, Contractor shall carry a spill kit at all times.
- i. Contractor will supply and maintain all equipment necessary to accomplish the work under this Contract.
- j. Contractor shall report to the City within 72 hours if anything unusual is noted during field work.
- k. Contractor shall not refuel or repair equipment within at least 25 feet from receiving waters and stormwater facilities.
- l. Contractor shall only use post and pre-emergent applications as allowed by guidelines provided by the City. Contractor shall remove any spilled pesticide or fertilizer from impervious surfaces surrounding the facility by sweeping or hosing the material back into the facility as long as the quantity will not be harmful to the vegetation. If the quantity would be harmful to the vegetation, then Contractor shall remove the spilled pesticide or fertilizer from impervious surfaces using a spill kit. No material shall be intentionally deposited outside the facility for which it was intended.

## **7. Notice to Proceed**

Notice to Proceed will be given by the City after the Contract has been executed and all required insurance documents approved. The Contractor shall commence the project work within five (5) days of the date of the Notice to Proceed.

## **8. Suspension of the Work**

The City, and its authorized representatives, may suspend portions or all of the project work due to causes including, but not limited to:

- a. Failure of the Contractor to correct unsafe conditions;
- b. Failure of the Contractor to carry out any provision of the Contract;
- c. Failure of the Contractor to carry out orders;

- d. Conditions, in the opinion of the City, which are unsuitable for performing the project work;
- e. Allowance of time required to investigate differing site conditions;
- f. Sufficient funds not available;
- g. Any reason considered to be in the public interest.

The Contract time will not be extended, nor will the Contractor be entitled to any additional compensation if the work is suspended pursuant to subsections (a), (b) (c) or (f). If work is suspended pursuant to subsections (d) or (e), the Contract time may be extended and the Contractor may be entitled to additional compensation, depending on all relevant circumstances in the reasonable discretion of the City. If the project work is suspended pursuant to subsection (g), the Contractor is entitled to a reasonable extension of the Contract time and reasonable compensation for all costs resulting from the suspension plus a reasonable allowance for overhead with respect to such costs.

## **9. Early Termination**

- a. The City and the Contractor, by mutual written agreement, may terminate this Contract at any time.
- b. The City may terminate the Contract in whole or in part whenever the City determines that termination of the Contract is in the best interest of the public, including sufficient funds not being available. The City will provide the Contractor seven (7) days prior written notice of a termination for public convenience. After such notice, the Contractor shall provide the City with immediate and peaceful possession of the Project site and premises, and materials located on and off the Project site and premises for which the Contractor received progress payment. In no circumstances shall Contractor be entitled to lost profits due to termination.
- c. Either the City or the Contractor may terminate this Contract in the event of a breach of the Contract by the other. Prior to such termination, however, the party seeking the termination shall give to the other party written notice of the breach and of the party's intent to terminate. If the Party has not entirely cured the breach within 15 days of the notice, then the party giving the notice may terminate the Contract at any time thereafter by giving a written notice of termination.
- d. Contractor may terminate the Contract in whole whenever Contractor determines that termination of the Contract is in Contractor's best interest. Contractor will provide City ninety (90) days prior written notice of a termination. After such notice, the Contractor shall provide the City with immediate and peaceful possession of the Project site and premises, and materials located on and off the Project site and premises for which the Contractor received progress payment. In no circumstances shall Contractor be entitled to lost profits due to termination.

## **10. Payment on Early Termination**

- a. If this Contract is terminated under 9(a), 9(b) or by Contractor under 9(c) or 9(d), the City shall pay the Contractor for work performed in accordance with the Contract prior to the termination date.
- b. If this Contract is terminated by the City under 9(c), then the City shall pay the Contractor as provided in subsection (a) of this section, subject to set off of excess costs, as provided for in Section 11, Remedies.

## **11. Remedies**

- a. In the event of termination by the City under 9(c), then the City may complete the work either itself, by agreement with another contractor, or by a combination thereof. In the event the cost of completing the work exceeds the remaining unpaid balance of the total compensation provided under this Contract, then the Contractor shall pay to the City the amount of the reasonable excess within thirty (30) days of demand.
- b. The remedies provided to the City under Section 9, Section 10 and Section 11 for a breach by the Contractor shall not be exclusive. The City also shall be entitled to any other equitable and legal remedies that are available.
- c. In the event of breach of this Contract by the City, then the Contractor's remedy shall be limited to termination of the Contract and receipt of payment as provided in Sections 9(c) and 10(a).

## **12. Access to Records**

Contractor shall maintain and the City, and its authorized representatives, shall have access to all books, documents, papers and records of Contractor which relate to this Contract for the purpose of making audit, examination, excerpts, and transcripts for a period of three years after final payment. Copies of applicable records shall be made available upon request. Payment for cost of copies is reimbursable by the City.

## **13. Ownership of Work**

All work products of the Contractor, including background data, documentation and staff work that is preliminary to final reports, which result from this Contract are the property of City. Use of any work product of the Contractor for any purpose other than the use intended by this Contract is at the risk of the City.

## **14. Compliance with Applicable Law**

Contractor shall comply with all federal, state, and local laws and ordinances applicable to the work under this Contract, including, without limitation, ORS chapter 279, 279A, 279B, and 279C and are incorporated herein by this reference as though fully set forth. Without limiting



the foregoing, Contractor expressly agrees to comply with: (I) Title VI of the Civil Rights Act of 1964; (ii) Section V of the Rehabilitation Act of 1973; (iii) the Americans with Disabilities Act of 1990 (Pub L No. 101-336), ORS 659.425, and all regulations and administrative rules established pursuant to those laws; and (iv) all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations.

#### **15. Recycle/Compost Yard Waste Material**

Contractor shall be responsible for the proper removal and disposal removed from the areas of services. Contractor shall salvage, recycle, compost or mulch yard waste material at an approved disposal site, if feasible and cost-effective. **Directing or placing debris or materials into a ditch, waterway or the right-of-way is strictly prohibited.**

#### **16. Progress Payments**

The Contractor shall submit a monthly invoice for services rendered to the City. The Contractor shall invoice only for services rendered. The invoice(s) shall be delivered to:

Finance Department  
City of Keizer  
PO Box 21000  
Keizer, OR 97307

The invoice must show the name, address, and telephone number of Contractor, invoice number, billing period, work performed (street and right-of-way landscape maintenance, vegetated stormwater facility maintenance, and the Focal Point must be separate), and amount due.

Contractor shall also submit with the invoice one (1) paper copy report form provided by the City for each VSF system that lists the name of the system, a general report of the work completed, the condition of the system during the month and any pesticide application reporting. The VSFs will be identified using the ID names or numbers on the City-provided map. The report will also list any conditions of concern, damages, and other issues along with actions taken.

Payment shall not exceed \$10,800 per month for nine (9) months per year as outlined in this Contract without the prior approval of the City. Total payments to Contractor shall not exceed the amount specified in the Contract without prior written approval of the City. City shall add services only by written instruction and the above payment amount shall be increased as agreed to in writing by the parties. Payment will be made as promptly as the ordinary payment procedure of the City will permit.

#### **17. Change Orders**

The Contractor agrees to complete this Contract in accordance with the attached Scope of Services, including any change orders. A change order submitted by the City must be agreed upon by the Contractor and the City, and in the event of failure to so agree, the City may then

proceed with any additional work in any manner the City may choose. A decision by the City to proceed to have work done by another party shall in no way relieve either the Contractor or City of this Contract and neither will such action be cause for collection of damages by either party to the Contract, one from the other.

## **18. Inspection and Acceptance**

Inspection and acceptance of all work required under this Contract shall be performed by the City. The Contractor shall be advised of the acceptance or of any deficiencies in the deliverable items.

## **19. Indemnity**

a. Except for the professional negligent acts covered by Paragraph 19.b., Contractor shall defend and indemnify the City, its officers, agents, and employees from all claims, suits, or actions of whatsoever nature resulting from or arising out of the activities of Contractor or its officers, employees, subcontractors, or agents under this Contract.

b. Contractor shall defend and indemnify the City, its officers, agents, and employees from all claims, suits, or actions arising out of the professional negligent acts, errors, or omissions of Contractor or its officers, employees, subcontractors, or agents under this Contract.

## **20. Insurance**

Contractor shall procure and maintain at its own expense, during the life of this Contract, property and personal injury liability insurance in the amount of \$1,000,000.00 for property damage and per person bodily injury and no less than \$2,000,000.00 for any number of claims arising out of a single accident or occurrence. Contractor shall also procure and maintain at its own expense, automobile liability insurance in an amount of \$1,000,000.00. All such insurance shall be subject to the approval of the City for adequacy of protection and shall include a provision preventing cancellation without ten (10) day's prior notice to the City in writing. Contractor must provide the City with a certificate of insurance evidencing the insurance within five (5) days from Contractor's execution of this Contract. The certificate of insurance must include the following language: "The City of Keizer, its officers, agents, contractors, and employees are named as additional insured."

Contractor shall procure and maintain, at his own expense, during the life of this Contract, in accordance with the provision of the laws of the state of Oregon, Workman's Compensation Insurance for all of his employees at the site of the project. Certificates evidencing the issuance of such insurance shall be filed with City within ten (10) days after execution of this Contract.

## **21. Notices**

Any written notices permitted or required by this Contract shall be deemed given when personally delivered, or three days after deposit in the United States mail, postage fully prepaid,

addressed to the parties as set forth below or such other address as either party may provide to the other by notice given in accordance with this provision.

**CITY:**

Bill Lawyer  
Public Works Director  
City of Keizer  
930 Chemawa Road NE  
PO Box 21000  
Keizer, OR 97307

**CONTRACTOR:**

Brett Bargmann  
Business Developer  
BrightView Landscape Services  
18480 SW Pacific Drive  
Tualatin, OR 97062

**22. Waiver**

It is expressly understood and agreed that any waiver granted by City of any term, provision or covenant of this Contract shall not constitute a precedent nor breach of the same of any other terms, provisions, or covenants of this Contract. Neither the acceptance of the work by City nor the payment of all or any part of the sum due Contractor hereunder shall constitute a waiver, by City, of any claim which City may have against Contractor under this Contract.

**23 Errors**

The Contractor shall perform such additional work as may be necessary to correct errors in the work required under this Contract without undue delays and without additional cost.

**24 Governing Law**

The provisions of this Contract shall be construed in accordance with the laws of the State of Oregon and ordinances of the City of Keizer, Oregon. Any action or suits involving any question arising under this Contract must be brought in the appropriate court in Marion County, Oregon. Provided, however, if the claim must be brought in a federal forum, then it shall be brought and conducted in the United States District Court for the District of Oregon.

**25 Severability**

If any term or provision of this Contract is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the contract did not contain the particular term or provision held invalid.

**26 Attorney's Fees**

If a suit or action is filed to enforce any of the terms of this Contract, the prevailing party shall be entitled to recover from the other party, in addition to costs and disbursements provided by statute, any sum which a court, including any appellate court, may adjudge reasonable as attorney's fees.



**27      Merger Clause**

THIS CONTRACT AND ATTACHED EXHIBITS CONSTITUTES THE ENTIRE AGREEMENT BETWEEN THE PARTIES. NO WAIVER, CONSENT, MODIFICATION OR CHANGE OF TERMS OF THIS CONTRACT SHALL BIND EITHER PARTY UNLESS IN WRITING AND SIGNED BY BOTH PARTIES. SUCH WAIVER, CONSENT, MODIFICATION OR CHANGE, IF MADE, SHALL BE EFFECTIVE ONLY IN THE SPECIFIC INSTANCE AND FOR THE SPECIFIC PURPOSE GIVEN. THERE ARE NO UNDERSTANDINGS, AGREEMENTS, OR REPRESENTATIONS, ORAL OR WRITTEN, NOT SPECIFIED HEREIN REGARDING THIS CONTRACT. BY ITS SIGNATURE, CONTRACTOR ACKNOWLEDGES IT HAS READ AND UNDERSTANDS THIS CONTRACT, AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS.

Landscape Right of Way Maintenance  
Scope of Services  
For Contract Period

**Services** to be provided from March through November of each year. Post and pre-emergent applications, keep landscape weed and litter free, after flower bloom maintenance (bulbs), street tree maintenance (sucker limbs), leaf clean up and lawn mowing.

**Turf Care:**

**Mowing:** Twice per month for right of way areas, and per schedule listed for Focal Point.

**Fertilizing:** High grade, slow release fertilizer applied twice per year to ensure healthy and green turf including Focal Point.

**Trees and Shrubs:**

**Pruning:** All shrubs and ground covers to be pruned 1-2 times per year or as needed, depending on the plant variety to keep the plant appearance tight and neat. Spot pruning at intersections shall occur as needed throughout the year to prevent vision hazards.

Shrubs should not extend past the sidewalk or curb.

Trees limbs shall be kept pruned to a minimum height of 8 feet above sidewalks and 13 feet above streets. All sucker limbs shall be removed.

**Fertilizing:** Trees and shrubs will be fertilized once per year.

**Leaf Removal:** Leaf clean up twice a month, March through November, to maintain a neat and orderly appearance.

**Bed Clean Up:** Ongoing debris clean up twice per month, including flower bloom maintenance and litter removal, to maintain a neat and orderly appearance.

**AREAS OF SERVICES**

**-Chemawa Road NE** – both sides from just east of Fire dept. to Claggett Creek Park (planter strips and islands) note: ***\*exclude mowing grass strip in front of City Hall.***

Twice per Month Service

**-Dearborn Ave. NE** – south side from 592 Dearborn Ne to 12<sup>th</sup> Ave. Ne and on the north side from 667 Dearborn Ne to 13<sup>th</sup> Ave. Ne (planter strips)

Twice per Month Service

**-Keizer Station Blvd** – from Lockhaven on the east side of Keizer Station Blvd. to the back side of Target and from Lockhaven on the west side of Keizer Station Blvd. to Tepper Ln. (wide areas, islands and planter strips and all areas between curb and sidewalk) nothing behind the sidewalk.

Twice per Month Service

**-Cherry Ave.** – from Manbrin Dr. on the east side to Candlewood Dr. and from Manbrin Dr. on the west side to Cade Ave. (planter strips and landscape islands \*one on the north end of Cherry and one on the south end by the Salem Parkway)

Twice per Month Service

**-Sam Orcutt Way** – River Road to Cherry Ave. (planter strips on both sides)

Twice per Month Service

**-Lockhaven Dr. N** – McClure to Windsor Island Rd. (mow planter strips on both sides)

Twice per Month Service

**-Lockhaven Dr. NE** – McLeod Lane to R/R Tracks (planter areas on both sides)

Twice per Month Service

**-SW corner Lockhaven Dr. & River Rd.** (planter strip along River Rd. (115') and planted area behind sidewalk) also Water Feature by 7-11.

Twice per Month Service

**-River Road & Wheatland Rd.** - Landscaped Island.

Twice per Month Service

**-Focal Point** at S.W. corner of River Rd. and Chemawa Rd.

Weekly Service (Mar. – Jun.) Biweekly Service (Jul. – Nov.)

Needs to be separated out for billing purposes (General Fund)



Vegetated Stormwater Facility (VSF)  
Scope of Services  
For Contract Period

**Services**

Service to be provided from March through November of each year. Keep VSFs weed and litter free, plants and grasses pruned, trees maintained and leaf clean up as needed. Post and pre-emergent applications are allowable in VSF's following guidelines provided by the City.

**Clean Planter Bed:** Weeding and ongoing debris clean up, including litter removal to maintain a neat and orderly appearance. Twice per month.

**Prune Vegetation:** All plants and shrubs to be pruned monthly or as needed to maintain a neat and tidy appearance. Vegetation should not extend past the sidewalk or curb.

Trees limbs shall be kept pruned to a minimum height of 8 feet above sidewalks and 13 feet above streets. All sucker limbs shall be removed.

Spot pruning/trimming at intersections shall occur as needed throughout the year to prevent vision hazards.

**Remove Leaves:** Leaf clean up twice a month, March through November, to maintain a neat and orderly appearance.

**Clean Curb Inlets:** Curb inlets to be kept free of material build up, once a month or more if needed. Material must be removed and disposed of properly.

**VSF AREAS OF SERVICES**

All VSF Areas shall be maintained no less than twice per month.

- 5<sup>th</sup> Ave N.
- Aldine Ct.
- Candlewood
- Chemawa Rd. N. – A
- Chemawa Rd. N. – B
- Chemawa Rd. N. – C
- Chemawa Rd. N. – D
- Chemawa Rd. N. – E
- Chemawa Rd. N. – F
- Claggett Ct.
- Wheatland/Farmland Ln.

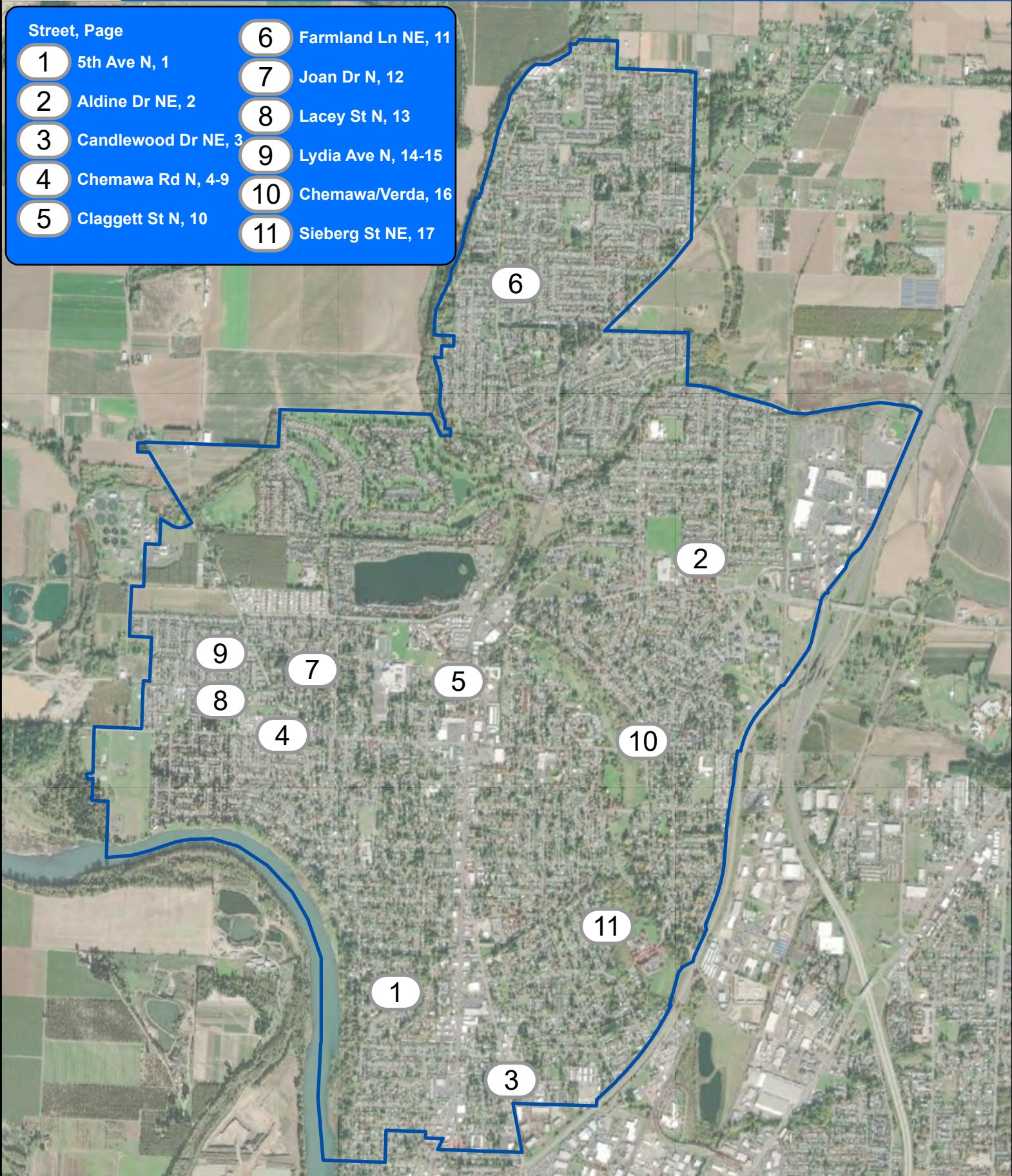
- Joan Dr.
- Lacey St N
- Lydia Ave N – A
- Lydia Ave N - B
- Roundabout (Chemawa & Verda)
- Sieberg

See attached drawings for specific locations.



Street, Page

- |   |                     |    |                    |
|---|---------------------|----|--------------------|
| 1 | 5th Ave N, 1        | 6  | Farmland Ln NE, 11 |
| 2 | Aldine Dr NE, 2     | 7  | Joan Dr N, 12      |
| 3 | Candlewood Dr NE, 3 | 8  | Lacey St N, 13     |
| 4 | Chemawa Rd N, 4-9   | 9  | Lydia Ave N, 14-15 |
| 5 | Claggett St N, 10   | 10 | Chemawa/Verda, 16  |
|   |                     | 11 | Sieberg St NE, 17  |







VSF-Owner

 Keizer

 Private

5th Ave N

0 5 10  
Ft

F

509

429

427

Dennis Ln N

5th Ave N

Dennis Ln N

508

438

428

3879

400 BLK

5th Ave N

507

3850



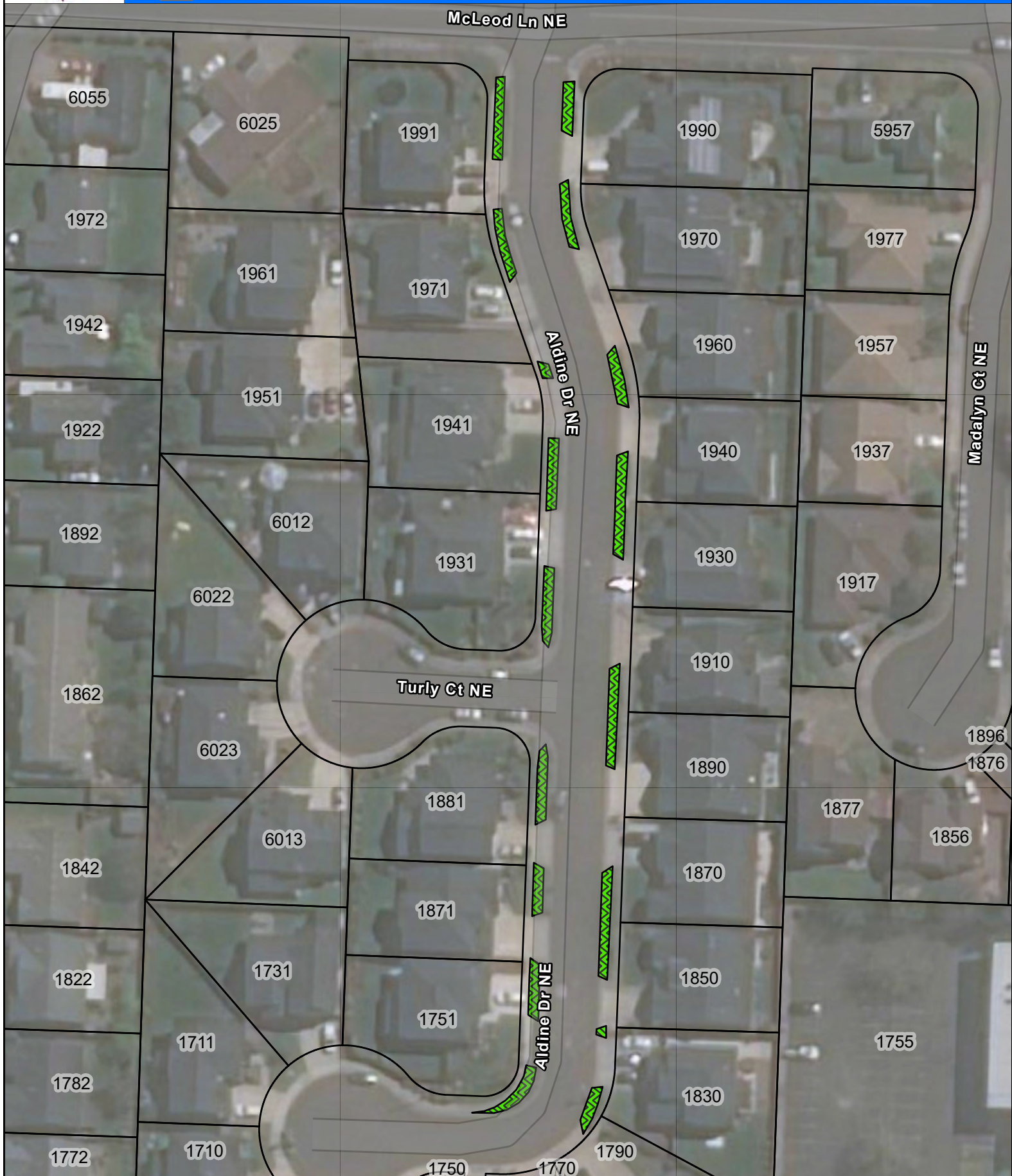
VSF-Owner

 Keizer

 Private

# Aldine Dr NE

0 20 40  
Ft




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VSF-Owner

 Keizer

 Private

# Candlewood Dr NE

0 5 10  
Ft

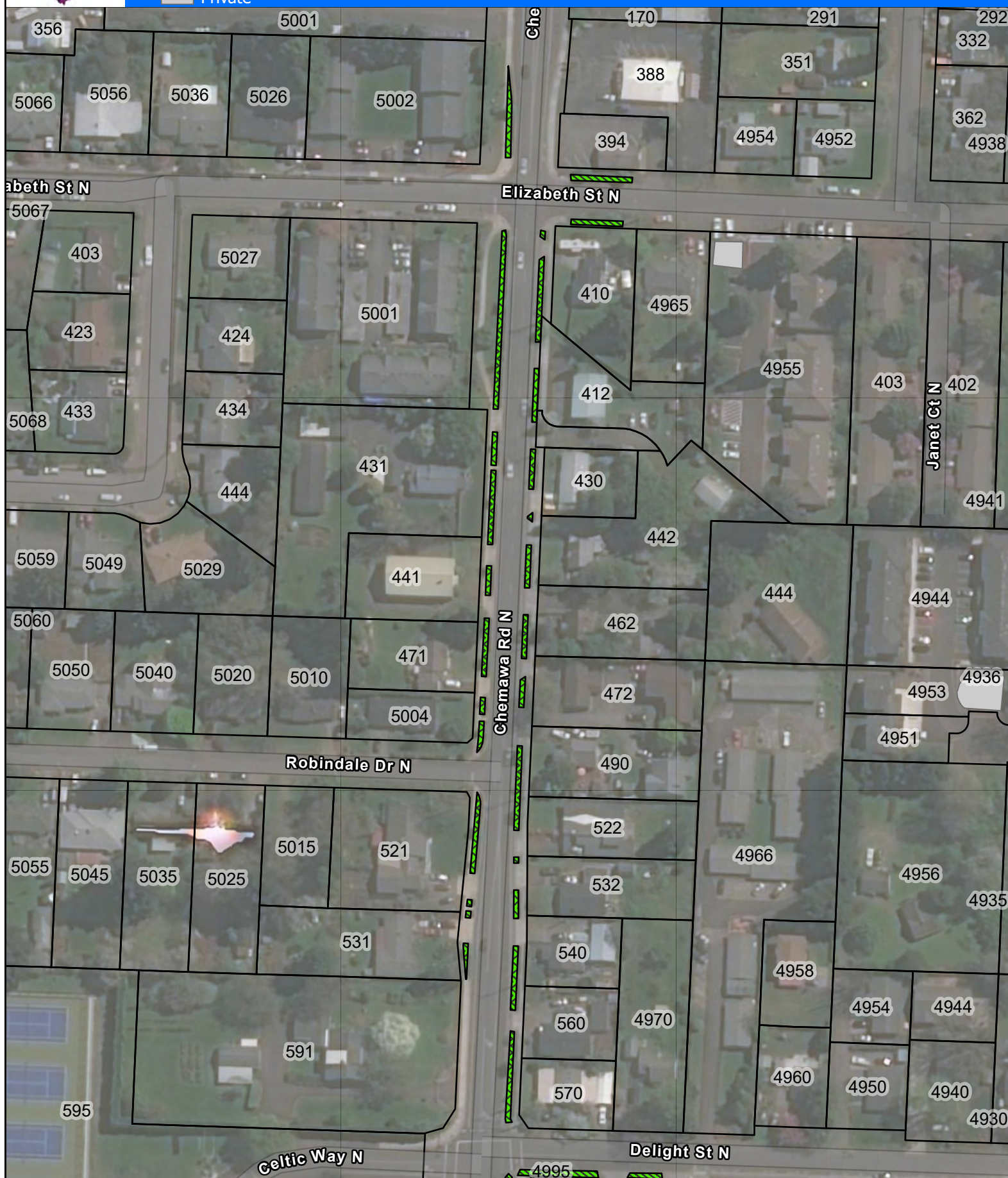




VSF-Owner



Private

Chemawa<sup>244</sup> Rd N - A

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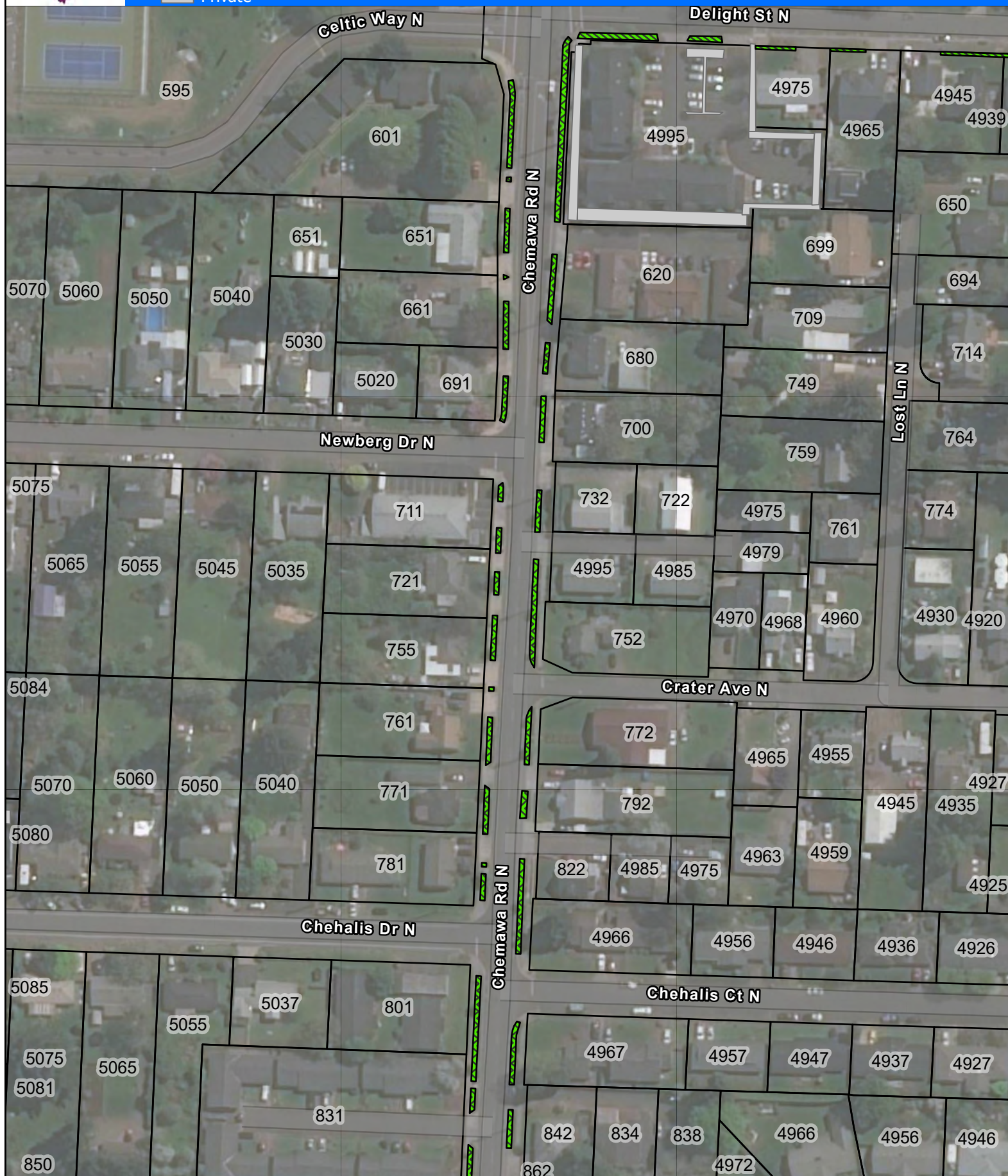
VSF-Owner

 Keizer

 Private

# Chemawa Rd N - B

0 35 70  
Ft



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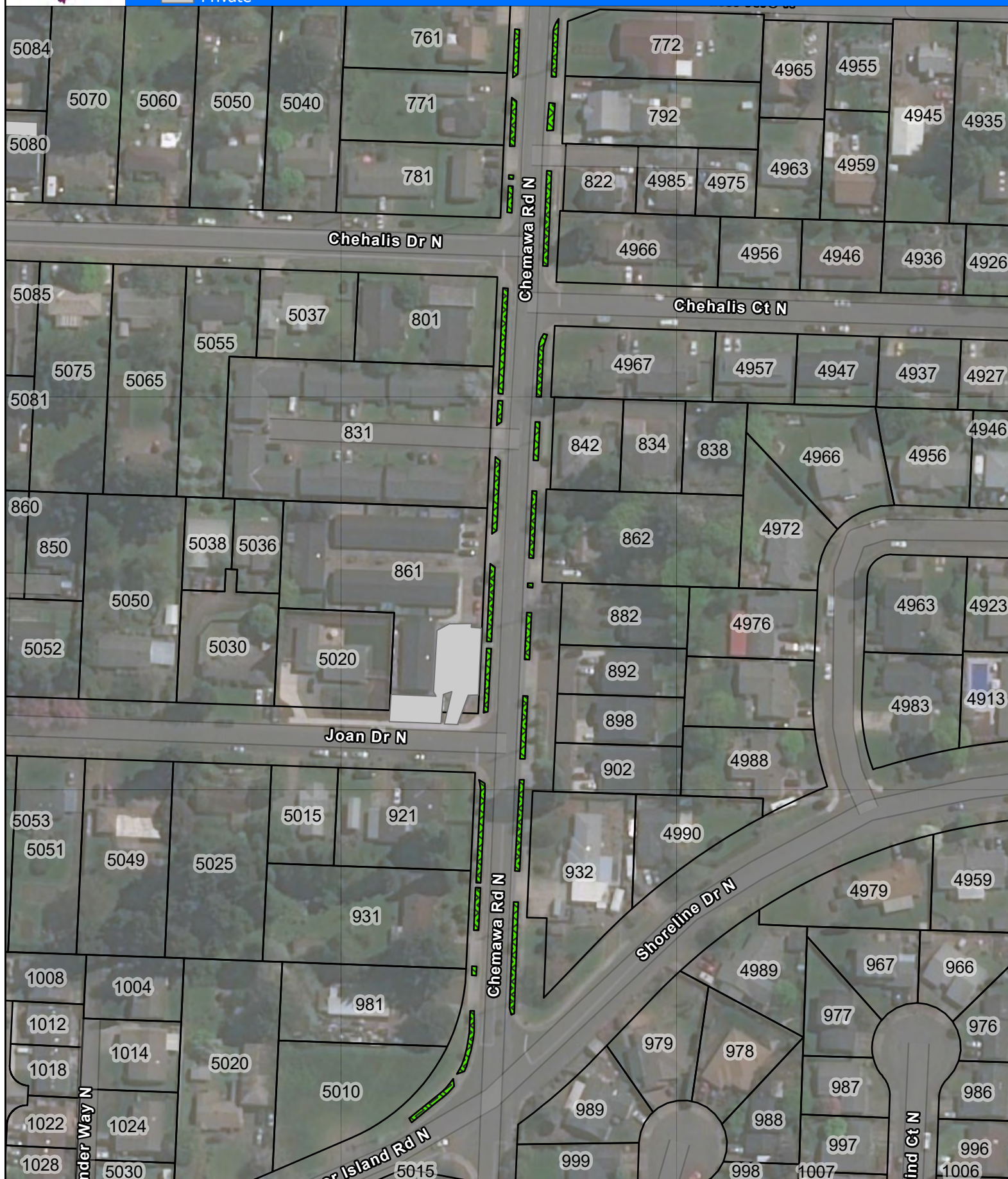


VSF-Owner



Private

Chemawa Rd N - C 246



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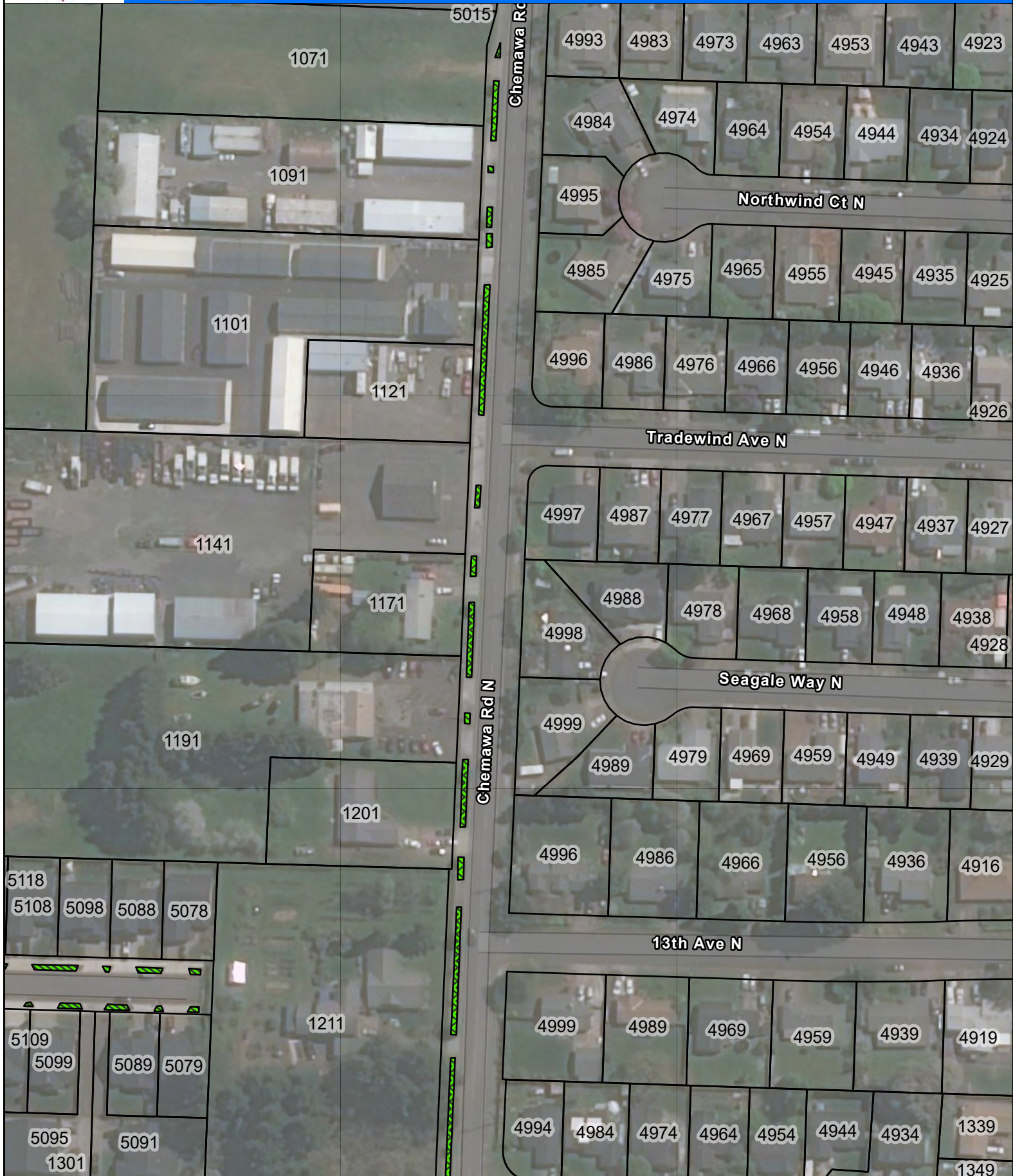
VSF-Owner

 Keizer

 Private

# Chemawa Rd N - D

0 35 70  
Ft



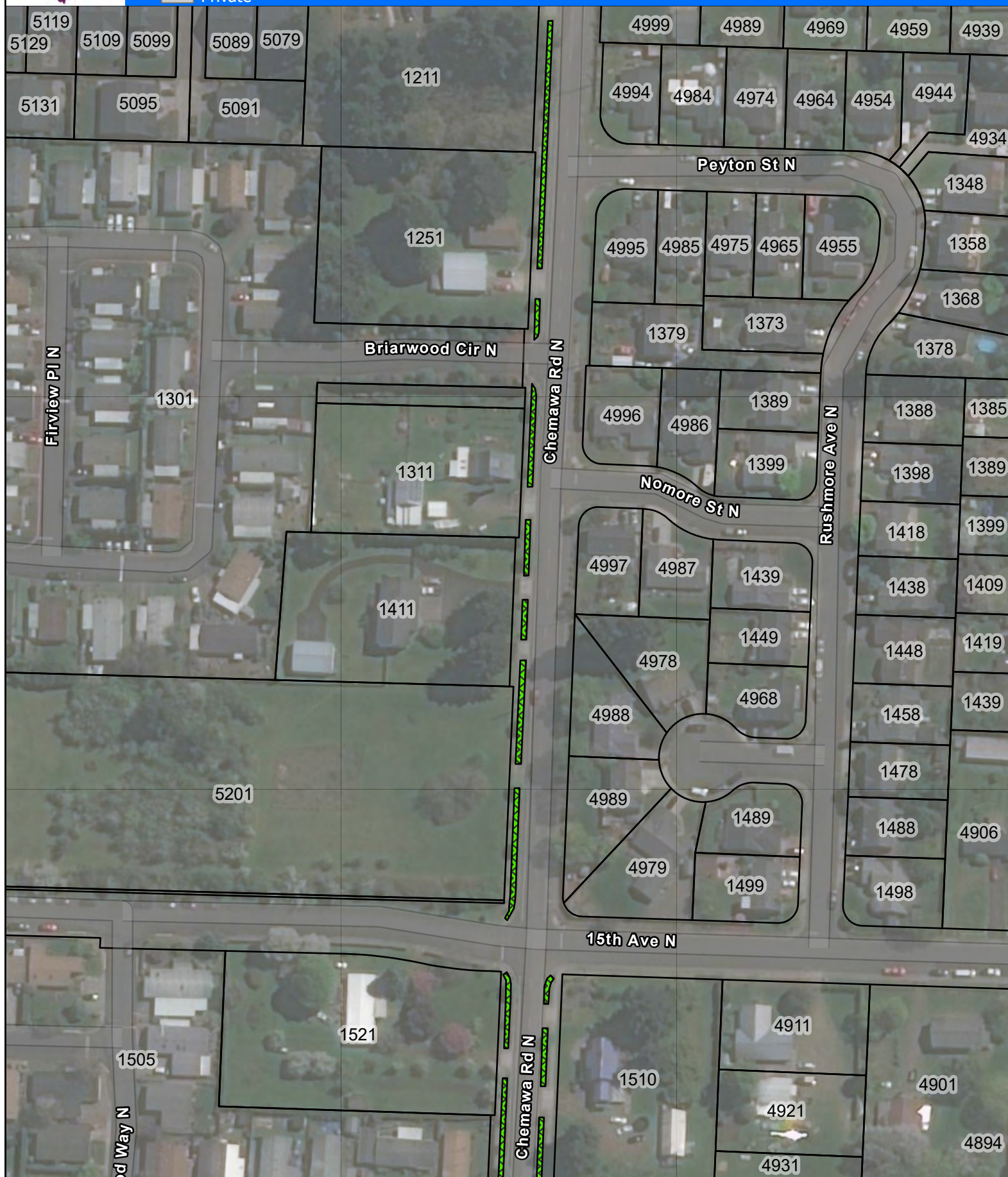
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VSF-Owner



Private

Chemawa<sup>248</sup> Rd N - E

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VSF-Owner

 Keizer

 Private

# Chemawa Rd N - F

0 35 70  
Ft



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VSF-Owner

 Keizer

 Private

# Claggett St N

0 15 30  
Ft



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VSF-Owner

 Keizer

 Private

# Farmland Ln NE

0 20 40  
Ft



Wheatland Rd N

Wheatland Rd N

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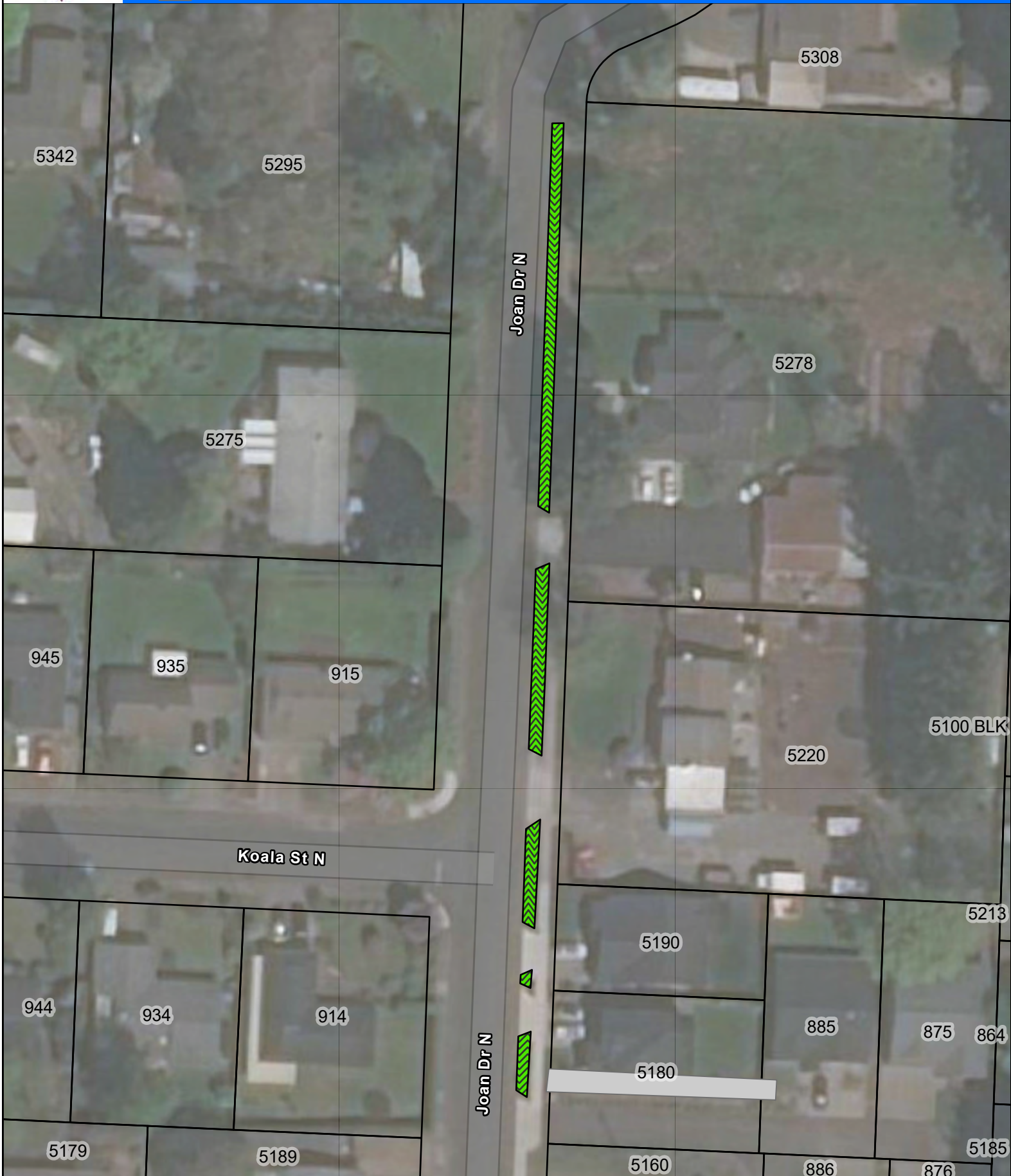
VSF-Owner

 Keizer

 Private

Joan Dr N

0 15 30  
Ft



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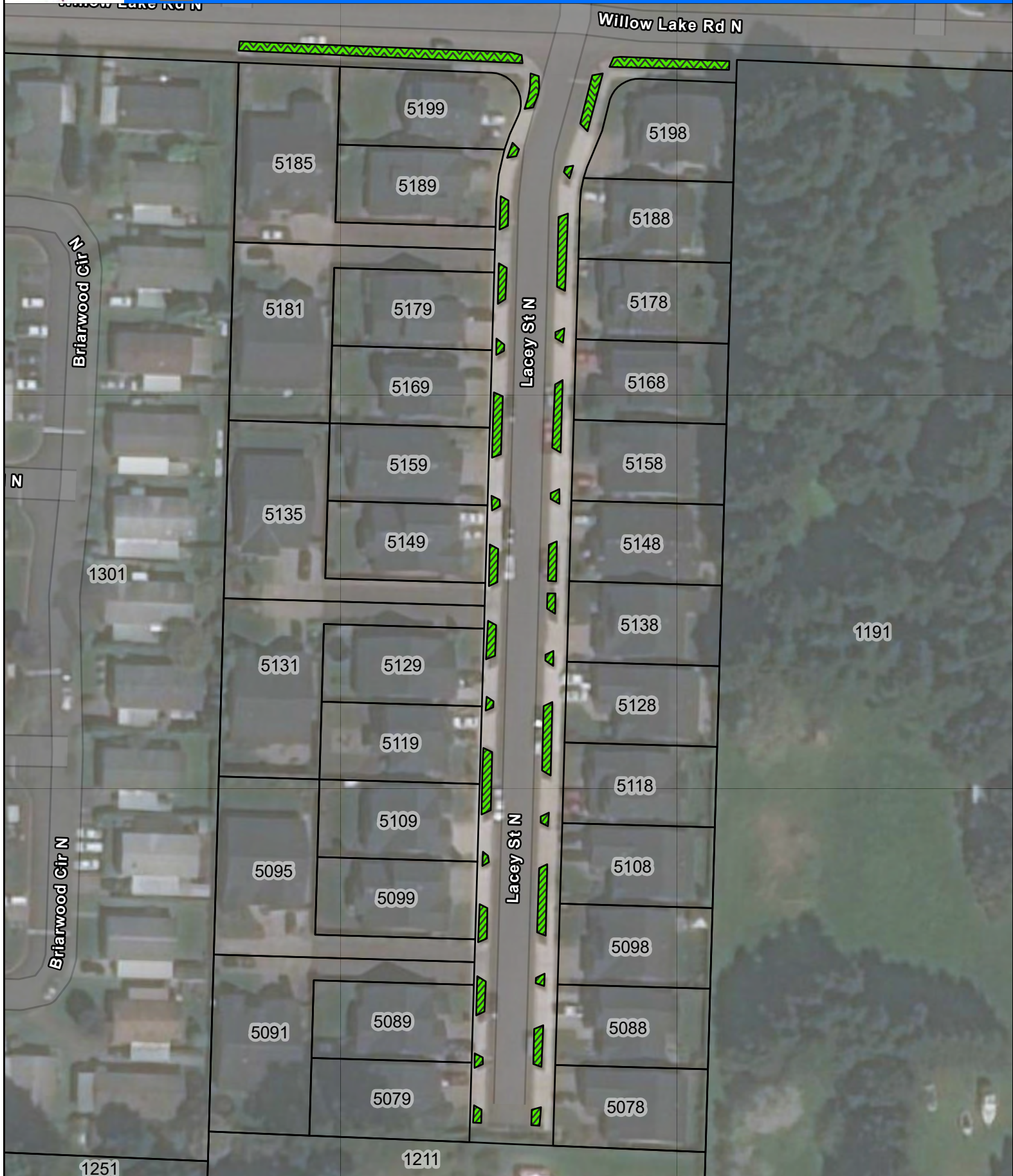
VSF-Owner

 Keizer

 Private

# Lacey St N

0 20 40  
Ft



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VSF-Owner

 Keizer

 Private

# Lydia Ave N - A

0 20 40  
Ft



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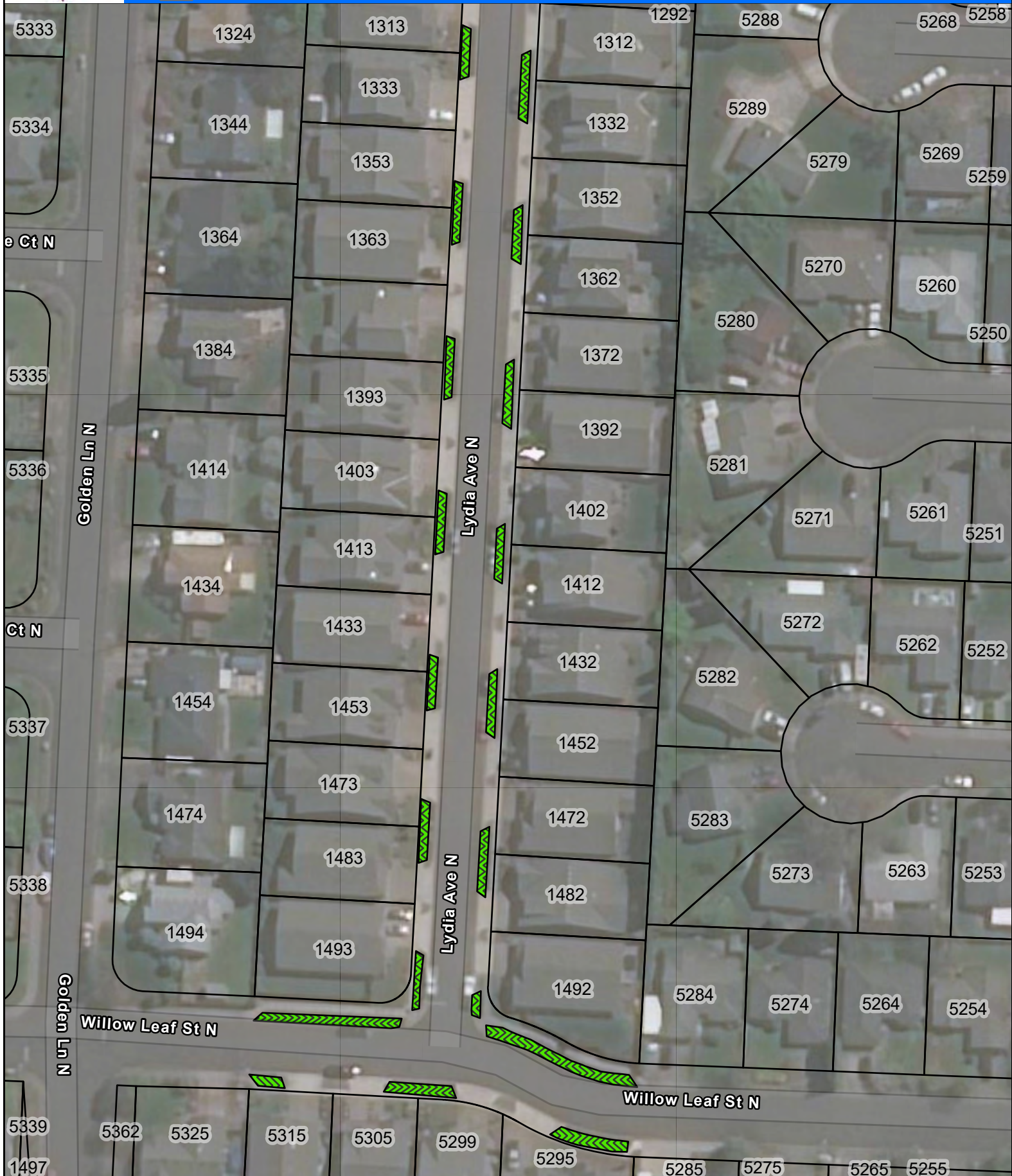
VSF-Owner

 Keizer

 Private

# Lydia Ave N - B

0 20 40  
Ft



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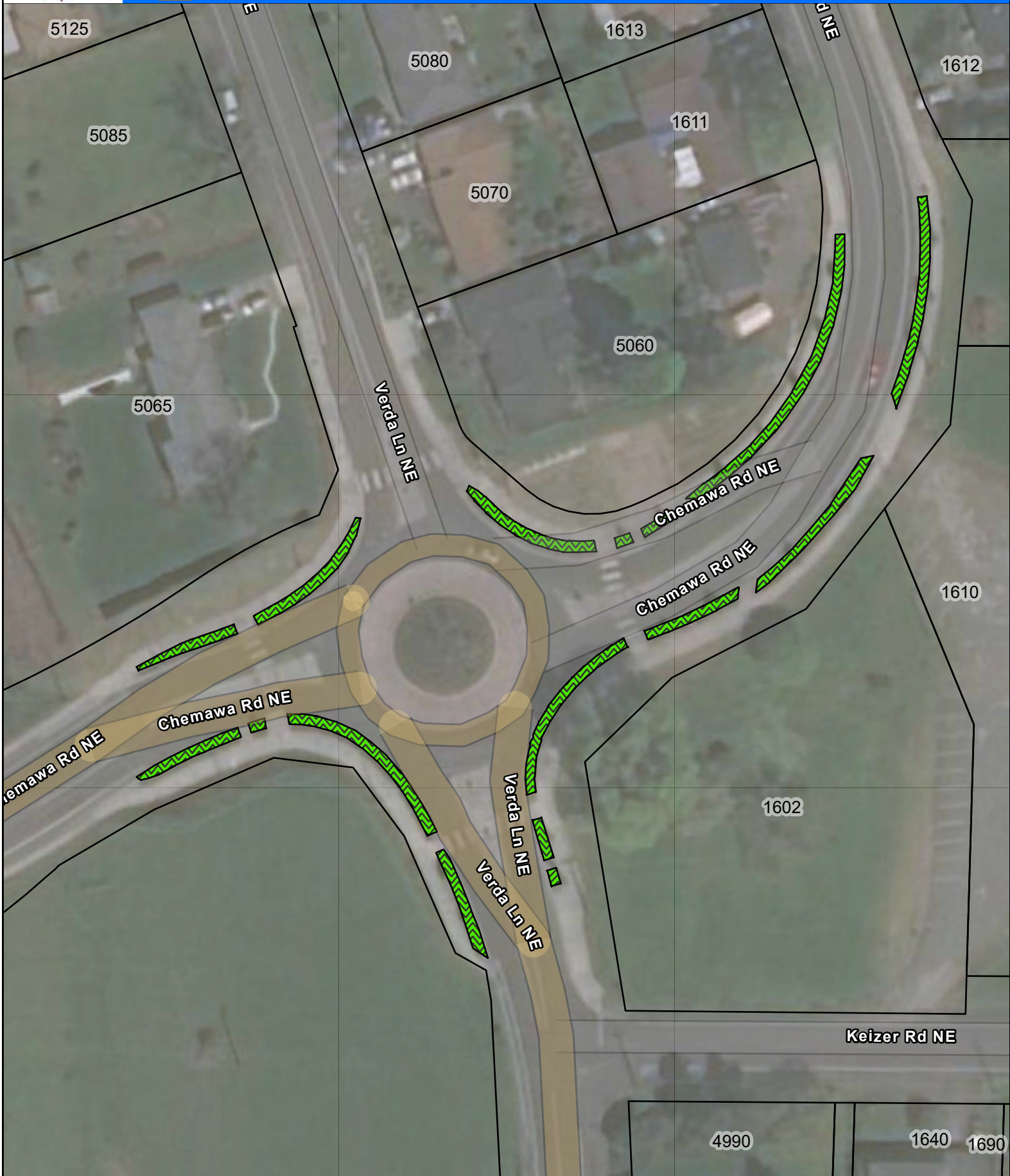
VSF-Owner

 Keizer

 Private

# Chemawa Rd NE & Verda Ln NE

0 15 30  
Ft



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VSF-Owner

 Keizer

 Private

# Sieberg St NE

0 15 30  
Ft

F





**MINUTES**  
**KEIZER CITY COUNCIL**  
**Tuesday, February 22, 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  
Laura Reid, Councilor  
Daniel Kohler, Councilor  
Roland Herrera, Councilor  
Kyle Juran, Councilor  
Shaney Starr, Councilor  
Miranda Coleman, Youth Councilor

**Staff:**

Wes Hare, Interim City Manager  
Shannon Johnson, City Attorney  
Tim Wood, Finance Director  
John Teague, Police Chief  
Shane Witham, Planning Director  
Tracy Davis, City Recorder

**Absent:**

Elizabeth Smith, Councilor

**FLAG SALUTE**

Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS  
OF BUSINESS**

None

**COMMITTEE  
REPORT**

**a. Volunteer  
Coordinating  
Committee  
Appointment**

Interim City Manager Wes Hare summarized the staff report.

Councilor Reid moved that the Keizer City Council accept the Volunteer Coordinating Committee recommended appointment of Tammy Saldivar to the Traffic Safety-Bikeways-Pedestrian Committee. 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)

*Mike Pantalone* reported on the recent Parks Advisory Board meeting including hearing testimony regarding various parks, sharing reports on area parks and receiving a detailed report from Parks Manager Robert Johnson. Discussion followed regarding vandalism in area parks.

*Jamie Davis* reported that Traffic Safety-Bikeways-Pedestrian Committee members had discussed grant applications, traffic calming devices and plans for committee members to attend neighborhood



association meetings. Chief Teague voiced support for putting in a speed table at the crosswalk at Cummings Elementary School and adding more stop signs.

*Mo Avisham* reported that the Planning Commission is working with consultants to address the impacts of House Bill 2001 and Senate Bill 458. Planning Department Director Shane Witham interjected that the plan is to have the first Public Hearing in April.

**PUBLIC COMMENT** Mayor Clark summarized emails that had been received from Charles Anderson regarding issues near the high school. Chief Teague indicated that he would work with the school principal to control litter.

**PUBLIC HEARING** *Mayor Clark opened the Public Hearing.*

**a. 2022 Keizer**

**Liquor License  
Renewal**

**Recommendation**

Interim City Manager Wes Hare summarized his staff report.

Establishments renewing their liquor licenses are:

- ♦ 7-Eleven Store #2362-17727G
- ♦ 7-Eleven Store #2362-17762C
- ♦ 7-Eleven Store #41537AA
- ♦ Abby's Pizza
- ♦ AJ's Hideaway Bar and Grill
- ♦ All Stars Sports Grill
- ♦ B&S Market
- ♦ Bai Bua Thai Kitchen
- ♦ Best Western Premier Keizer
- ♦ Bi Mart #624
- ♦ Bubba's Pub and Lotto
- ♦ Café Yum
- ♦ Casa Los Dos Amigos Mexican Restaurant
- ♦ Chemawa Market
- ♦ Chen's Dynasty
- ♦ Cherry Ave Market and Deli
- ♦ Chipotle Mexican Grill
- ♦ Coopers Deli & Pub
- ♦ Cost Plus World Market
- ♦ Eagles Lodge #2081
- ♦ Elks Lodge #2472
- ♦ Good Times 1
- ♦ Grownl Movement
- ♦ Gustav's Bargarten Keizer
- ♦ Holiday Inn Express
- ♦ Hops N Drops
- ♦ JC's Pizzeria
- ♦ John's Chinese Restaurant
- ♦ Keizer Food Market
- ♦ Keizer Liquor Store
- ♦ Kolby's Restaurant Bar & Billiards
- ♦ La Hacienda Real
- ♦ Los Dos Hermanos
- ♦ Love of the Game
- ♦ Mario's Bar
- ♦ Mariscos La Sirenita
- ♦ McNary Golf Club
- ♦ Mommy and Maddi's
- ♦ Nancy's Burgers and Fries
- ♦ Neighborhood Mini Mart
- ♦ Odd Moe's Pizza
- ♦ Outback Steak House
- ♦ Pats 1 Cigs
- ♦ Pho Keizer
- ♦ Plaza Morelia
- ♦ Ringo's Tavern
- ♦ Rite Aid #5364
- ♦ Round Table Pizza #964
- ♦ Royal Pub
- ♦ Safeway Store #1516
- ♦ Shari's of Keizer
- ♦ Smoker Friendly #2
- ♦ Smoker Friendly #3
- ♦ Target Store #2110
- ♦ Teriyaki Town and Sushi
- ♦ Thai Lotus
- ♦ The Pour House Saloon
- ♦ Town and Country Lanes Inc
- ♦ US Market #125
- ♦ VIP Beverage and Event Services

- ♦ Keizer Mart
- ♦ Keizer Shell Food Mart
- ♦ Keizer Sub Shop
- ♦ Walgreens #04230
- ♦ Waremart by Winco
- ♦ Willow Lake Golf Center

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

Councilor Reid moved that the Keizer City Council recommend renewal of the listed liquor licenses and forward that recommendation to the Oregon Liquor Control Commission. Councilor Kohler seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Smith (1)

**b. RESOLUTION –** *Mayor Clark opened the Public Hearing.*

**Authorization  
for  
Supplemental  
Budget –  
American  
Rescue Plan Act  
Fund**

Finance Director Tim Wood summarized his staff report.

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

Councilor Reid moved that the Keizer City Council adopt a Resolution Authorization for Supplemental Budget – American Rescue Plan Act Fund. 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. ORDINANCE –  
Establishing  
Stormwater  
Discharge  
Control  
Regulations;  
Repeal of  
Ordinance No.  
2009-585**

City Attorney Shannon Johnson summarized his staff report bringing various changes to the attention of Council. Discussion followed regarding various aspects of the ordinance and the importance of educating the public.

Councilor Reid moved that the Keizer City Council adopt a Bill for an Ordinance Establishing Stormwater Discharge Control Regulations; Repeal of Ordinance No. 2009-585; Declaring an Emergency. 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)

**CONSENT  
CALENDAR**

- a. RESOLUTION – Authorizing the Public Works Director to Apply for Funding for Wheatland Road Multi Modal Corridor Project – Phase I from Salem-Keizer Area Transportation Systems (SKATS)
- b. Approval of February 7, 2022 Regular Session Minutes

Councilor Reid moved for approval 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)

**OTHER BUSINESS** None

**STAFF UPDATES** Planning Director Shane Witham reported that Keizer, as an urban area, is required to do some scenario planning in the near future and one of the pieces is that the City will need to designate a climate friendly area. There is funding through the state to accomplish this.

Mayor Clark commended the Planning Department and Planning Commission for their work on establishing the River/Cherry Overlay District.

**COUNCIL MEMBER REPORTS** Councilor Herrera reported on meetings and events he had attended and announced the retirement of the Salem City Manager.

Councilor Reid congratulated Mayor Clark for receiving the Gwen VanDenBosch Regional Leadership Award for Outstanding Leadership by an Elected Official and shared information from the West Keizer Neighborhood Association meeting and Implicit Bias training.

Councilor Kohler congratulated Mayor Clark, thanked everyone involved in the City Manager interview process, reported on the Traffic Safety-Bikeways-Pedestrian Committee meeting, and announced the Community Dinner and Civic Center cleanup.

Youth Councilor Miranda Coleman announced a Salem Academy auction and several McNary events including 'One Acts', concerts and a blood drive.

Mayor Clark reminded everyone to nominate people for Volunteer of the Quarter and Youth Volunteer of the Quarter, read a letter from Lore Christopher praising Robert Johnson and a letter from Jacque Moir praising the City for its cooperation with other agencies to eradicate illegal drugs and shared information about 'Compact Livables' and homelessness efforts. She also announced that after interviewing three excellent candidates Council will move forward with Adam Brown from Ontario.

**AGENDA INPUT** March 7, 2022, 7:00 p.m. - City Council Regular Session  
 March 14, 2022, 6:00 p.m. - Long Range Planning Task Force Meeting  
 March 21, 2022, 7:00 p.m. - City Council Regular Session

**ADJOURNMENT** Mayor Clark adjourned the meeting at 8:07 p.m.



MAYOR:

APPROVED:

---

Cathy Clark

---

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

---

Councilor #1 – Laura Reid

---

Councilor #4 – Roland Herrera

~ Absent ~

---

Councilor #2 – Shaney Starr

---

Councilor #5 – Elizabeth Smith

---

Councilor #3 – Kyle Juran

---

Councilor #6 – Daniel R. Kohler

Minutes approved: \_\_\_\_\_



**MINUTES**  
**KEIZER CITY COUNCIL**  
**Monday, March 7, 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  
Laura Reid, Councilor  
Daniel Kohler, Councilor  
Roland Herrera, Councilor  
Kyle Juran, Councilor  
Shaney Starr, Councilor  
Miranda Coleman, Youth Councilor

**Staff:**

Wes Hare, Interim City Manager  
Shannon Johnson, City Attorney  
Tim Wood, Finance Director  
John Teague, Police Chief  
Tracy Davis, City Recorder

**Absent:**

Elizabeth Smith, Councilor

**FLAG SALUTE**

Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS  
OF BUSINESS**

**a. Mid-Willamette  
Valley Council  
of Governments  
Award  
Presentation**

Scott Dadson, Executive Director of the Mid-Willamette Valley Council of Governments presented the Gwen VanDenBosch Regional Leadership Award for Outstanding Leadership by an Elected Official to Mayor Clark in recognition of her consistent and outstanding leadership in cooperative, regional intergovernmental initiatives.

Mayor Clark added that she is co-recipient with Woodburn Mayor, Eric Swenson and thanked the Council of Governments and Keizer City Council.

**b. PROCLAMATION  
– Support for  
Peace and  
Freedom for the  
People of  
Ukraine**

Mayor Clark read the proclamation and presented it to Youth Councilor Miranda Coleman who had reached out to her and Mayor Bennet to support the Ukrainian people in the community.

Miranda Coleman accepted the proclamation and read a supporting statement about her family heritage and the Ukrainian people.

**c. PROCLAMATION  
– Women's  
History Month**

Mayor Clark read the proclamation and presented it to Colleen Busch, Keizer Fire; Corrie Falardeau, Keizer Chamber; Councilors Reid and Starr, and herself representing all the women in the community.

## COMMITTEE REPORTS

None

## PUBLIC COMMENT

Mayor Clark acknowledged written comments received from Bob Shackelford, President of the Keizer Chamber of Commerce, regarding holding the Keizerfest at Keizer Rapids Park.

*Carolyn Holman*, West Keizer Neighborhood Association, distributed the WKNA newsletter and thanked the City for its continued support of neighborhood associations.

*Bob Shackelford, Jonathan Thompson, Dave Wallery and Corri Faldareau* submitted a proposal to hold the 2022 Keizerfest at Keizer Rapids Park in order to avoid conflict with area businesses. They explained that the date has been changed to take advantage of better weather and indicated that they would like to be able to have the event in the same place from year to year. Discussion followed regarding working with West Keizer Neighborhood Association, being considerate of neighbors, ground preparation, electrical needs and traffic.

*Judy Fromherz* representing Joys of Living Assistance Dogs, thanked Council for considering the request for fee waiver and provided information about the program.

## PUBLIC HEARING

None

## ADMINISTRATIVE ACTION

### a. Community Center Fee Waiver – Joys of Living Assistance Dog Event

City Recorder Tracy Davis summarized her staff report.

Councilor Reid moved that the Keizer City Council waive the fundraiser rental fee of \$500 and staffing costs of \$140 but charge the \$200 security costs. 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)

### b. ORDINANCE / RESOLUTION Parks Master Plan

Interim City Manager Wes Hare noted that the Ordinance was not included in the packet so this item would need to be brought back to the next Council meeting.

### c. Community Prosperity Funding Economic Development Priorities

Finance Director Tim Wood summarized his staff report and fielded questions regarding spending time lines. Discussion followed regarding Community Diversity Engagement Committee recommendations, food truck pods on private and/or City property and expansion of the urban growth boundary. Council agreed by consensus that they wished to look for opportunities for food truck pods and make funds available for businesses that would like to host or expand food truck pod opportunities on River Road with Keizer Rapids Park as an alternative location.



## **d. City Council Rules of Procedure**

City Attorney Shannon Johnson reviewed proposed substantive changes listed in his staff report noting that less substantive changes were shown in 'red-line' in the packet. Following discussion Council agreed on the following:

Council Attendance – Stay with Option A.

Placing an Item on the Agenda – Change back to original language.

Written Communications – Accept City Attorney suggestions.

Council Vacancies/Appointments – Accept City Attorney suggestions.

Electronic Meetings Limited – Leave as is.

Membership appointment – 'Community Diversity Engagement Committee' should be added.

## **CONSENT CALENDAR**

- a. RESOLUTION – Authorizing the City Manager to Sign Meter Reader Service Agreement with Meterreaders, LLC

Councilor Reid moved for approval 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)

## **OTHER BUSINESS**

Mr. Johnson explained that the City Manager Employment Contract with Adam Brown was signed after packet deadline but was before Council for approval.

Councilor Reid moved that the Keizer City Council suspend the rules to consider approval of the City Manager contract. 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)

Councilor Reid moved that the Keizer City Council adopt a Resolution Authorizing the Mayor and Council President to Sign City Manager Employment Agreement with Adam J. Brown. 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)

## **STAFF UPDATES**

Mr. Wood reported that Marion County will be contributing \$2 million for the two turf fields and has asked Keizer to contribute as well. This will be discussed at the Long Range Planning Task Force meeting and brought back to Council on March 21. He also noted that the sewer reset period is officially over.

## COUNCIL MEMBER REPORTS

Councilor Starr reported on the recent Community Diversity Engagement Committee meeting, announced that April is Child Abuse Prevention month and urged everyone to wear blue in April and participate in a car parade from the fairgrounds to the Capitol on April 1.

Councilor Kohler reported on meetings and events he had attended and announced upcoming ones.

Councilor Reid expressed condolences to the family of Hector Serratos Rojas and announced upcoming meetings and McNary events.

Councilor Herrera shared information about meetings and events he had attended and announced upcoming ones.

Youth Councilor Miranda Coleman announced the upcoming blood drive and the first assembly in 2 years at McNary and noted that spring sports are starting and that she would be helping with the Civic Center cleanup.

Mayor Clark reported on meetings and events she had attended, reviewed recently passed legislation and plans for discussion with ODOT and announced upcoming meetings and events.

## AGENDA INPUT

March 14, 2022, 6:00 p.m. - Long Range Planning Task Force Meeting

March 21, 2022, 7:00 p.m. - City Council Regular Session

April 4, 2022, 7:00 p.m. - City Council Regular Session

## ADJOURNMENT

Mayor Clark adjourned the meeting at 8:59 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

~ Absent ~

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Councilor #2 – Shaney Starr

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Councilor #5 – Elizabeth Smith

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Councilor #3 – Kyle Juran

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Councilor #6 – Daniel R. Kohler

Minutes approved: \_\_\_\_\_