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KEIZER PARKS & RECREATION ADVISORY BOARD AGENDA
Tuesday, April 11, 2023, 6:00 p.m.
Keizer Civic Center

1. CALL TO ORDER
2. VOLUNTEER APPRECIATION ~ Jane Herb
3. APPROVAL OF MINUTES ~ March 2023
4. APPEARANCE OF INTERESTED CITIZENS
5. NEW/OLD BUSINESS
 - ❖ Grant Requests
 - ❖ Park Reports:
 - Mike Pantalone: Sunset & Bob Newton
 - Clay Rushton: Bair & Hidden Creek
 - Mathew Poteet: Keizer Little League & Northview
 - Matt Lawyer: Chalmers-Jones & Clearlake
 - All: Keizer Rapids Park
 - ❖ Cancel May meeting? (Conflict with Budget Committee)
6. STAFF REPORT
7. COUNCIL LIAISON REPORT
8. OTHER BUSINESS
 - ❖ Board Member Reporting to Council: Clay Rushton, Monday, April 17
9. ADJOURNMENT

Reminders: **Next Board Meeting: Tuesday, May 9, 2023 or June 13, 2023**



**KEIZER PARKS & RECREATION ADVISORY BOARD
REGULAR SESSION MINUTES
Tuesday, March 14, 2023
6:00 p.m. Keizer Civic Center**

CALL TO ORDER – Chair Tanya Hamilton called the meeting to order at 6:00 p.m.
Attendance was noted as follows:

Present

Tanya Hamilton, Chair
Lisa Cejka, Vice Chair
David Loudon
Gwen Carr
Matt Lawyer
Clay Rushton
Katie Brady
Michael Pantalone

Staff Present

Robert Johnson, Parks Division Manager
Debbie Lockhart, Deputy City Recorder

Council Liaison Present

Councilor Kohler

Absent:

Mathew Poteet

APPROVAL OF MINUTES: Matt Lawyer moved for approval of the February 2023 Minutes. Clay Rushton seconded. Motion passed as follows: Hamilton, Loudon, Carr, Cejka, Pantalone, Rushton and Lawyer in favor with Brady abstaining and Poteet absent.

APPEARANCE OF INTERESTED CITIZENS: None

NEW/OLD BUSINESS

Matching Grant Request – Mark Caillier: Board members reviewed the grant request. Discussion took place regarding the current budget, other requests, adding to the amount in case costs are higher, and specifications of the picnic tables. Mr. Johnson explained that he would be involved on where the tables were placed and that the tables would use pressure treated wood instead of kiln-dried and would be painted if necessary. The hope is that they will last 10 years instead of the 5 years of the kiln-dried wood tables.

Lisa Cejka moved to approve up to \$8,000 for the matching grant. Gwen Carr seconded. Motion passed as follows: Hamilton, Loudon, Carr, Cejka, Pantalone, Rushton, Brady and Lawyer in favor with Poteet absent.

Park Reports:

- *Tanya Hamilton:* **Country Glen** looks great. Suggested fill be added to adjust height of first step near playground.] **Mike Whittam** – undeveloped but looks good. Robert explained that there is neighborhood access at the back of the park.

- *Gwen Carr*: **Claggett Creek** looking good; new tire tracks; bathrooms clean but trash thrown in hole. | **Ben Miller** is a cute little park - nothing wrong with it.
- *David Louder*: **Wallace House** has ivy in the loop at the top | **Meadows** looks fine.
- *Katie Brady*: **Ryan J. Hill** looks great. | **Northridge** could not find access to it. Robert will show her.
- *Lisa Cejka*: **Palma Ciea** new pathway is being impacted by rain (erosion); tire tracks on the side of the park. Robert explained that the power company right-of-way is on the side of the park. If it continues to be a problem, gravel could be put down. | **Willamette Manor** has new wood chips on playground and the signs have been repainted. It looks good but is suffering from some erosion. Suggested drought tolerant ground cover be placed in effected areas. Robert explained that he is working with Environmental on this.
- *All*: **Keizer Rapids Park** – abandoned disc golf concrete pads still around; chips have been put on disc golf trails; Oregon Grape has been cut down around steps; new trash receptacle is great! Robert will investigate the Oregon Grape. He explained that the trash can is a prototype using lumber left over from the Big Toy pickets.

STAFF REPORT: Robert Johnson reported that the old playground at Ben Miller Park is going to be replaced with a new one during May-June. Tree work has been done there as well. A split top pine tree near the playground has had a cable added to attach the two tops together. Graffiti is a problem throughout the city; staff tries to mitigate quickly.

COUNCIL LIAISON REPORT: Councilor Kohler thanked the Board for all their work.

OTHER BUSINESS: Matt Lawyer reported that some concern had been expressed about handicap access to the boat ramp and inquired if something could be done. Robert Johnson responded that it was built to ADA standards and is one of the newest ramps on the river. It is steep but compliant.

Mr. Lawyer then gave an update on the recent Civic Center cleanup noting that a 30-yard debris bin was filled. Robert thanked everyone who participated noting that this effort saves the City about \$35,000 each year.

Gwen Carr will report to Council March 20.

ADJOURNMENT ~ Meeting adjourned at 6:35 p.m.

Next Meeting: April 11, 2023

Approved: _____

**A new submission has been received for Parks Improvement Matching Grant Program
Application at 04/06/2023 4:48 PM**

Name of Organization or Individual: West Keizer Neighborhood Association/Rhonda Rich President

Address & Phone: 1480 Rafael St. N. , Keizer, Oregon 97303 (503)480-5782

Email: rhondarich9@aol.com

Project Director: Carol Phipps

Address & Phone: 338 Dennis Ln N., Keizer, Oregon 97303 (503)390-8479

Project Director Email: phippsclan15@gmail.com

Proposed Park Site: Willamette Manor Park

Is the project identified in the current Parks Master Plan?: Yes

Estimated project start date:: May 7th

Estimated project completion date:: May 13th

BUDGET (Donations):

Parks Board Matching Grant Donation: \$650.00

Private Cash/Material Donations: \$50

Corporate Sponsorship: none

Labor (estimated value): \$500

Will a recognition sign be required?: No

Type of Project (check all that apply): Park Rehabilitation

Project Description: : We are proposing to plant the hillside on the North/east side of Willamette Manor park, that currently is dirt and weeds, that keeps eroding away with the Oregon weather. The area gets minimal water and is in the direct sun. The West Keizer Neighborhood Association wishes to weed out the area, secure juke cloth on the hillside, and plant Kinnikinnick as a ground cover option. Kinnikinnick is native to Oregon, requires minimal water, is low growing, spreads in a non-invasive way, can take direct sun, and is non-poisonous to children and pets. It is our hope that this ground cover will support the hillside and keep the dirt from eroding away. Kinnikinnick was recommended by several nurseries as an acceptable groundcover for this area. Project cost breakdown for approximately 1000 sq. ft. of hillside: -135 one gallon kinnikinnick plants @ \$4.00-\$4.25 each = \$540.00 - \$573.75 total -4ft x 225ft. of juke ground cover, (one roll) = \$70 total - 1 bag of soil amending fertilizer for planting approx. \$25 - heavy duty ground landscaping staples approx. \$30. Completion of this project will add beauty with minimal upkeep to a city park that is greatly used year round. It houses a tennis/pickleball court and a large toy play area. This hillside sits near this area. When the pathway was widened several years ago, it cut into the sloping hillside, causing it to accelerate the erosion process. This park is located in the West Keizer Neighborhood, and our association would be honored to assist with this project.

Signature (electronic signature accepted): Carol S Phipps

Additional information: No File Uploaded

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