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KEIZER PARKS & RECREATION ADVISORY BOARD AGENDA
Tuesday, June 13, 2023, 6:00 p.m.
Keizer Civic Center

1. CALL TO ORDER
2. APPROVAL OF MINUTES ~ April 2023
3. APPEARANCE OF INTERESTED CITIZENS
4. NEW/OLD BUSINESS
 - ❖ Grant Request – Peggy & Jerry Moore Community Garden
 - ❖ 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
5. STAFF REPORT
6. COUNCIL LIAISON REPORT
7. OTHER BUSINESS
 - ❖ Board Member Reporting to Council: Matt Lawyer, Tuesday, June 20
8. ADJOURNMENT

Reminders: **Next Board Meeting: Tuesday, July 11, 2023**



**KEIZER PARKS & RECREATION ADVISORY BOARD
REGULAR SESSION MINUTES
Tuesday, April 11, 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
Clay Rushton
Katie Brady

Staff Present

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

Council Liaison Present

Councilor Kohler

Absent:

Mathew Poteet
Matt Lawyer
Michael Pantalone

VOLUNTEER APPRECIATION: Jane Herb, representing the Volunteer Coordinating Committee, read the Volunteer Appreciation Proclamation, thanked the Board for their dedication to the City and distributed cookies as a token of appreciation.

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

APPEARANCE OF INTERESTED CITIZENS: R.J. Navarro shared information about a recent kayaking event which started at the Keizer Rapids Park boat ramp and suggested that the Board apply for a grant to make the ramp more accessible to people with disabilities. He noted that the deadline for this grant is April 17. Board members expressed concern about the short notice but indicated they were very interested and would look into this and possibly other grant opportunities. Mr. Navarro explained that the improvement would be an additional platform connected to the removable parts of the dock with amenities that would allow use of upper body to get in and out of a kayak.

NEW/OLD BUSINESS

Matching Grant Request – West Keizer Neighborhood Association: Board reviewed the grant request. Carol Phipps provided details about the proposed improvements noting that the money is for plants, jute, stakes and soil.

Lisa Cejka moved to approve the \$650 matching grant. Clay Rushton seconded. Motion passed as follows: Hamilton, Loudon, Carr, Cejka, Rushton and Brady in favor with Pantalone, Lawyer and Poteet absent.

Park Reports:

- **Mike Pantalone** (written report): *Sunset Park* looks good; river is high but there is not a lot of debris. | *Bob Newton* looks good; some standing water in areas but park is clean and well maintained.
- **Clay Rushton**: *Bair & Hidden Creek* both very wet but well maintained.
- **Mathew Poteet**: *Keizer Little League & Northview* – No report. Chair Hamilton noted that there was a possibility that some of the Keizer Little League fields would be covered with a large inflatable structure to make them usable all year. This would be through a group called Lava Dome. More information to follow.
- **Matt Lawyer** (written report): *Chalmers-Jones* is wet but always in use. Some trash, which he picked up. | *Clearlake* is wet but looks good.
- **All**: *Keizer Rapids Park* is looking good. Paved trails and access road are being used all the time. The new trash receptacle is working out well. Robert Johnson noted that a load of decomposed granite has been left at the dog park. Dog Park users spread it where it needs to go and if any is left later, staff will bring in the tractor to complete the spreading. Regarding the trash receptacle, he is hoping that Eagle Scouts will volunteer to build more now that they know how well it works

Cancel May Meeting? Lisa Cejka moved to cancel the May Parks Board meeting. Katie Brady seconded. Motion passed as follows: Hamilton, Loudon, Carr, Cejka, Rushton and Brady in favor with Pantalone, Lawyer and Poteet absent.

STAFF REPORT: Robert Johnson reported that:

- Progress is being made the Ben Miller Park play structure replacement. Randy Miller has been doing most of the work. A subcontractor will construct the playground over the next two months.
- Bob Newton Park was heavily tagged with graffiti. It took all day for staff to repair the damage.
- Mowing is being done as weather permits.
- Four new trees were planted at Country Glen to replace those that died.
- The City received money for food trucks at the amphitheater so staff is proceeding with constructing pads for them behind the amphitheater next to the stamped concrete. The existing food concession stand will be removed.
- April 22 is Earth Day and Environmental Department staff will be hosting an event at Keizer Rapids Park with multiple activities.

COUNCIL LIAISON REPORT: Councilor Kohler reported that Lava Dome will be in negotiations shortly as they are searching for funding. Progress continues on the turf fields in Keizer Rapids Park and Scouts from Troop 121 are available to build the new trash receptacles.

OTHER BUSINESS: Matt Lawyer's written report included his desire to have a cleanup day at the Big Toy. No date was specified.

Clay Rushton will report to Council April 17.

ADJOURNMENT ~ Meeting adjourned at 6:45 p.m.

Next Meeting: June 13, 2023

Approved: _____



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 <i>Peggy & Jerry Moore Community Garden</i>	Address <i>Chalmers Jones Park</i>
	Phone <i>off Rickman Road</i>
	Email
Project Director <i>Peggy Moore</i>	Address <i>5117 Springfield Crt Keizer</i>
	Phone <i>503-304-2212</i>
	Email
Project Name <i>Hanging Flower Baskets</i>	Proposed Park Site: <i>Chalmers Jones</i>
Is the project identified in the current Parks Master Plan? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (example: vegetative buffer along River Road at Meadows Park)	
Estimated project start date: <i>6-14-2023</i>	Estimated project completion date: <i>6-30-2023</i>
Budget: Parks Board Matching Grant	\$ <i>200</i>
Private Cash/Materials Donations	\$ <i>365</i>
Corporate Sponsorship	\$
Labor (estimated value)	\$ <i>96</i> (<i>8 x \$12 = 96</i>)
Total:	\$ <i>661</i>
Will a recognition sign be required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Type of Project: (check all that apply) <input type="checkbox"/> New Park Feature(s) <input type="checkbox"/> Replacement of Existing Park Feature <input type="checkbox"/> Park Rehabilitation <input checked="" type="checkbox"/> Other	
Project Description: 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. <i>Requesting \$200 to purchase flowers for the Community Garden. Flowers complete a garden adding pleasure and beautification as well as attracting pollinators. The garden has on hand and will be contributing all other materials needed as well as labor by Community Gardens members.</i>	
*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>Peggy Moore</i> (electronic signature accepted)	Date <i>6-6-2023</i>

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).

Grant Request (\$200-)

Peggy and Jerry Moore Community Garden Project - Flowers for Hanging Baskets

The Community Garden has on hand
and will be providing the following
materials for this project:

4 larger hanging pots	\$ 24.-
10 smaller hanging pots	50.-
10 Shepherds Hooks for smaller pots	100.-
Drip irrigation and posts for larger hanging pots	30.-
Compost, Planting mix, fertilizers and other planting materials	65.-
Garden members will donate labor 8 hrs @ \$12- per hour	96.-
	<hr/>
	\$ 365.-