



KEIZER PARKS & RECREATION ADVISORY BOARD AGENDA
Tuesday, August 13, 2019, 6:00 p.m.
Keizer Civic Center

1. CALL TO ORDER
2. APPROVAL OF MINUTES: July 2019
3. APPEARANCE OF INTERESTED CITIZENS
4. NEW/OLD BUSINESS
 - Grant Requests
 - Spencer Mills
 - Wayne Frey
 - Park Tour Planning: Robert's Suggestion: **Claggett Creek, Northview** (to see new courts at both and exercise equipment at CC). *Willamette Manor and Skatepark should be avoided due to construction.* Board should pick remaining park
 - Park Reports:
 - Mike Pantalone: Meadows & Clear Lake
 - Donna Bradley: PFC Ryan J. Hill Memorial & Northridge
 - Clint Holland: Keizer Little League & Mike Whittam
 - Matt Lawyer: Chalmers-Jones & Bob Newton
5. STAFF REPORT
6. COUNCIL LIAISON REPORT
7. OTHER BUSINESS
10. ADJOURNMENT

Reminders: **Next Board Meeting Monday, September 10, 2019**

Board Member Reporting to Council: Wayne Frey, Monday, September 16

Americans with Disabilities Act (ADA) Notice

The City of Keizer is committed to providing equal access to all public meetings and information per the requirements of the ADA and Oregon Revised Statutes (ORS). The Keizer Civic Center is wheelchair accessible; if you require any service that furthers inclusivity to participate, please contact the Office of the City Recorder at least 48 hours prior to the meeting by email at davist@keizer.org or phone at 503-390-3700 or 503-856-3412. Most Parks Advisory Board meetings are streamed live through the City's website and cable-cast on Comcast Channel 23 within Keizer city limits.



**KEIZER PARKS & RECREATION ADVISORY BOARD
REGULAR SESSION MINUTES
Tuesday, July 9, 2019
6:00 p.m. Keizer Civic Center**

CALL TO ORDER - Chair David Loudon called the meeting to order at 6:00 p.m.
ATTENDANCE

Present

David Loudon, Chair
Matt Lawyer, Vice Chair
Clint Holland
Wayne Frey
Michael Pantalone

Council Liaison Present:
Roland Herrera

Absent:

Dylan Juran
Zaira Flores-Marin
Donna Bradley
One Position Vacant

Staff Present

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

APPROVAL OF MINUTES: Clint Holland moved for approval of the June 2019 Minutes. Mike Pantalone seconded. Motion passed as follows: Loudon, Holland, Frey and Pantalone in favor with Lawyer abstaining, Bradley, Juran and Flores-Marin absent and one position vacant.

APPEARANCE OF INTERESTED CITIZENS

Carol Doerfler, Keizer, asked the questions about care of Sunset Park, automatic irrigation schedule, tennis court repair schedule and park maintenance. Robert Johnson responded.

Spencer Mills, Keizer, shared information about an Eagle Scout project he has planned: a waterproof, locking 5'x3'x30" metal box on a concrete slab near the amphitheater which can be used to store equipment and supplies for the amphitheater. He indicated that he planned on submitting a grant request to the Board at this meeting but left the paperwork at home. Chair Loudon urged Mr. Mills to get his application in and to work with Robert Johnson on the project. Dan Kohler provided information about the project and the work Mr. Mills has done.

Wayne Frey, Keizer, distributed paperwork for replacement soccer goals along with a grant request. He reviewed the request and noted that the amounts are from a 2016 catalog and that he lacks \$523 in the matching part. Discussion followed regarding the use of steel vs. aluminum goals, lawn mowers, grass height and what qualifies as a donation. Mr. Frey was urged to update his request with current prices, compare costs and

maintenance between steel and aluminum posts, find a source for the deficit, and submit his request no later than August 6.

Jeff Davis, Keizer, announced that he was attending the meeting to celebrate the completion of the exercise installation at Country Glen Park and Claggett Creek Park. He thanked the Keizer Rotary, Knife River, Brad Swinford from Salem Concrete, Mark Caillier, and Randy Miller (Herc Rentals) and concluded noting that he hopes to submit a grant request for two or three more parks for review at the August Parks Board meeting.

NEW/OLD BUSINESS

Park Reports:

- Zaira Flores-Marin: (Report read into the record.) **Claggett Creek** – exercise station is completely installed. Large dirt area where the dirt pile used to be. (Mr. Johnson responded that the area has been smoothed and seeded.) **Wallace House** – No report. Clint Holland informed the Board that there was a fire in the lower level of the park recently but it was contained by the Fire District.
- Dylan Juran: **Palma Ciega & Willamette Manor** – No report
- David Loudon: **Bair** – Downed limbs and tall grass. Fill is still needed around the pathway. **Ben Miller** – Tree stump is still there, otherwise the park looks good.
- Ben Hittle: **Sunset & Northview** – Position vacant, no report.
- Wayne Frey: **Country Glen** – Has new exercise station. **Hidden Creek** – Pulled a few weeds himself, challenged board members to pull weeds in their parks.

Inventory of Area Park Bike Racks: Wayne Frey explained that he has taken pictures of racks in parks. This is a work in progress. Mr. Johnson noted that he was looking forward to hearing Wayne's inventory list and his suggestions.

STAFF REPORT: Robert Johnson reported that

- Willamette Manor tennis court has gone out to bid. He is looking forward to getting the project started this summer.
- Mowing at Bair Park is planned for this week. They will be using the flail mower and the weed eater.
- The dirt work is finished around the new exercise stations and basketball court at Claggett Creek Park.
- Bids for moving/repurposing the Charge house at Keizer Rapids Park went out.
- The courts at Claggett and Northview will be striped for futsal when the paint arrives – hopefully next month.
- He will not be at the next meeting.

COUNCIL LIAISON REPORT: Councilor Herrera shared information about the recent Council Work Session and urged everyone to register their neighborhood for National Night Out before the deadline of July 30.

OTHER BUSINESS: Matt Lawyer announced the upcoming Homegrown Theater performance of Shakespeare in the Park. Clint Holland announced the next concert at the Keizer Rotary Amphitheater. Staff announced recruitment for a volunteer to fill the vacancy on the Parks Board.

Board member reporting to Council: Matt Lawyer volunteered to report at the July 15 Council meeting.

ADJOURNMENT ~ Meeting adjourned at 7:04 p.m.

Next Meeting: August 13, 2019

Approved: _____



**KEIZER PARKS IMPROVEMENT
MATCHING GRANT PROGRAM APPLICATION**

All areas must be filled in and signed before submission.

Please submit by clicking the "Submit" button or 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? <input type="checkbox"/> Yes <input type="checkbox"/> No (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? <input type="checkbox"/> Yes <input 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	
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. <i>Additional documentation may be attached to email that displays when "Submit" button is pressed.</i>	
*Successful applicants will be expected to follow all applicable city/state requirements/laws. *Grant recipients will be required to reapply for funds if the project is not completed by the agreed deadline.	
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).

JUL 17 2019

Submit

Print



KEIZER PARKS IMPROVEMENT
MATCHING GRANT PROGRAM APPLICATION

All areas must be filled in and signed before submission.

Please submit by clicking the "Submit" button or deliver to City Hall at 930 Chemawa Road, Keizer, Attention: Debbie Lockhart

Name of Organization or Individual Spencer Millis		Address 1099 Barbara Av NE	
		Phone 541-272-2788	
		Email 5509spencer@gmail.com	
Project Director Robert Johnson		Address 930 Chemawa Rd N	
		Phone 503-930-3700	
		Email Johnsonr@keizer.org	
Project Name Amphitheater storage		Proposed Park Site: Keizer Rapids	
Is the project identified in the current Parks Master Plan? <input type="checkbox"/> Yes <input type="checkbox"/> No (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:	\$300	\$	
Will a recognition sign be required? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Type of Project: (check all that apply)			
<input checked="" type="checkbox"/> New Park Feature(s) <input type="checkbox"/> Replacement of Existing Park Feature <input checked="" type="checkbox"/> Park Rehabilitation			
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. Additional documentation may be attached to email that displays when "Submit" button is pressed.			
<p>When finished this project will provide storage for equipment used by performers at the Amphitheater in Keizer Rapids Park. An estimated cost for this project is \$300. This project will not only benefit the community that attends the amphitheatre but will also benefit more young men like myself by opening more windows of opportunity to complete their eagle projects and earn the ranking.</p>			
*Successful applicants will be expected to follow all applicable city/state requirements/laws.			
*Grant recipients will be required to reapply for funds if the project is not completed by the agreed deadline.			
Signature <i>Spencer Millis</i>		Date 7/14/19	
Signature (electronic signature accepted)		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).

materials: Shock absorbing hinges, sanding equipment/sandblaster, Paint Brushes, Gravel,