



KEIZER PARKS & RECREATION ADVISORY BOARD AGENDA
Tuesday, December 10, 2019, 6:00 p.m.
Keizer Civic Center

1. CALL TO ORDER
2. APPROVAL OF MINUTES ~ November 2019
3. APPEARANCE OF INTERESTED CITIZENS
4. NEW/OLD BUSINESS
 - Memorial Policy
 - Bike Rack Inventory – Wayne Frey
 - Park Reports:
 - Mike Pantalone: Meadows & Clear Lake
 - Clay Rushton: 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
8. ADJOURNMENT

Reminders: **Next Board Meeting: Tuesday, January 14, 2020**

Board Member Reporting to Council: Matt Lawyer, Monday, December 16

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**KEIZER PARKS & RECREATION ADVISORY BOARD
REGULAR SESSION MINUTES
Tuesday, November 12, 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
Michael Pantalone
Zaira Flores-Marin
Clint Holland
Clay Rushton
Wayne Frey

Absent:

Jeff Sargent
Dylan Juran

Council Liaison Present:

Roland Herrera

Staff Present

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

APPROVAL OF MINUTES: Matt Lawyer moved for approval of the October 2019 Minutes. Mike Pantalone seconded. Motion passed as follows: Loudon, Lawyer, Holland, Pantalone and Flores-Marin in favor, Rushton and Frey abstaining and Sargent and Juran absent.

APPEARANCE OF INTERESTED CITIZENS:

Peggy and Jerry Moore, reported on work at the Community Garden noting that the project started October 8 and was completed on November 7 - ahead of schedule and under budget.

Matt Lawyer shared videos on recent improvements at Willamette Manor Park, Carlson Skate Park and the Big Toy at Keizer Rapids Park.

GRANT REQUESTS

Jeff Davis, Keizer, reviewed the request he had submitted noting that it is for \$10,000 to help fund installation of exercise equipment in Wallace House Park, Keizer Rapids Park and Meadows Park. He and Keizer Rotary are donating a portion of the needed funds and Salem Concrete is donating the concrete for paths and curbing.

Matt Lawyer moved to approve the grant request for \$10,000 for exercise equipment at Meadows, Keizer Rapids and Wallace House Parks. Zaira Flores-Marin seconded. Motion passed as follows: Loudon, Lawyer, Holland, Pantalone, Flores-Marin, Rushton and Frey in favor with Sargent and Juran absent.

Wayne Frey, Keizer, provided a history of the soccer field at Country Glen Park noting that it needed repair and requested a \$1,891.50 grant to do so. He noted that he did not have the 50% match as yet. Discussion followed regarding the usage and location of the field and the possibility of the City buying the goals for use in various parks. Clint Holland moved for approval of the grant request. Motion died for a lack of second. Board members agreed that they would like more information and that perhaps a way can be found to make the vision come true but not necessarily at the proposed park.

NEW/OLD BUSINESS

- *Appointment of K-FAB Representative from Board* – Matt Lawyer volunteered to fill this position.
- *Memorial Policies* – Following discussion regarding various aspects of the policy, Board members, Zaira Flores-Marin, Mike Pantalone, Matt Lawyer and Wayne Frey volunteered to work together to develop a draft for review at the December meeting.
- *Park Security Motion Activated Lighting and Surveillance Cameras*: Clint Holland shared information about surveillance cameras and motion activated lighting noting that use of the lighting at Keizer Little League Park has reduced vandalism. He suggested that they be used in Keizer Rapids Park. Discussion followed regarding securing the electricity needed for the lighting, the importance of good images in surveillance cameras and records retention laws for surveillance tapes.
- *Park Reports*
 - Zaira Flores Marin: **Claggett Creek** - Well maintained. Concerned about children climbing to dangerous heights in the trees. Suggested trimming up the branches. **Wallace House** – Well maintained. Garbage can lids are smashed in.
 - Dylan Juran: **Palma Ciega & Willamette Manor** – No report
 - David Loudon: **Bair & Ben Miller** – Both in good shape for winter
 - Jeff Sargent: **Sunset & Northview** – No report
 - Wayne Frey: **Country Glen** – Some cracking in pathway. **Hidden Creek** – In good shape for winter.
 - Inventory of Area Park Bike Racks – Not done yet

STAFF REPORT: Robert Johnson reported that

- * Park users like the shade sails at the Big Toy at Keizer Rapids Park. They will come down this week to be stored for winter and will go up seasonally.
- * Leaf season is going well. Because it has been so dry most leaves are being mulched in. In another week staff will be through with 90% of the parks.
- * Contractors are working on the fence at the Willamette Manor Park sports court.
- * Charge house demolition is continuing to move forward. The footprint will open up the amphitheater allowing better vision and less opportunity for people to hide.

COUNCIL LIAISON REPORT: Councilor Herrera reported on the recent Council meeting reviewing actions taken. He shared information regarding Veterans Day

celebrations, congratulated the new Salem City Councilor and McNary football team and reported on the recent Charter Review Committee meeting.

OTHER BUSINESS: David Loudon noted that some signs at Keizer Rapids Park are not faring well. Robert Johnson responded that he had been discussing this with the sign company. They think it is because the graffiti coating is not bonding to the surface below and is causing cracking. Parks staff is working to remedy this.

Matt Lawyer shared information about Claggett Creek Watershed Council tree planting and cleanup event and welcomed new member Clay Rushton.

Board member to Council: Matt Lawyer will report for Clint Holland (November 18)

ADJOURNMENT ~ Meeting adjourned at 8:00 p.m.

Next Meeting: December 10, 2019

Approved: _____

Park Name	Address	Rack Y/N	Qty	Type	Capacity	Notes
Bair Park and Reservoir	1100 Bair Road	N	0	N/A	0	
Ben Miller Family Park	Alder Drive NE and Pleasantview Drive NE	N	0	N/A	0	
Bob Newton Family Park	1300 Mandarin Way NE	Y	2	2 Bump U	6	One needs paint
Carlson Skate /Chalmers Jones	930 Chemawa Rd NE	Y	5	Stand alone U	5	
Claggett Creek Park	1400 Block Dearborn & Chemawa RD ND	Y	1	5 Bump U	6	
Clear Lake Park	7395 Meadowglen Street NE	Y	2	14 Double Sided Toaster	28	14 per side
Country Glen Park	1400 Block Parkside Court NE	Y	1	1 Sided Toaster	5	
Hidden Creek Park	NE Whisper Creek Loop	N	0	N/A	0	
Keizer Little League Park	5245 Ridge Drive NE	Y	2	3 Bump U	8	
Keizer Rapids Park	1900 Chemawa RD N					
The Big Toy		N	0	N/A	0	Recommend a bike rack
Keizer Rotary Amphitheater		Y	1	Double sided Toaster	12	6 per side
Walsh Landing		Y	1	4 Bump U	5	
Meadows Park	7177 River Road N	N	0	N/A	0	
Mike Whittam Park	5205 Ridge Drive NE	N	0	N/A	0	
Northridge Park	North of Chemawa along Claggett Creek	N	0	N/A	0	Undeveloped Park
Northview Terrace Park	4600 Block 18th Avenue NE	N	0	N/A	0	Near a pool with rack
Palma Ciega Park	900 Cummings Lane N	N	0	N/A	0	Recommend a bench
PFC Ryan J Hill Memorial Park	6100 Keizer Station Blvd N	Y	1	2 Bump U	3	
Sunset Park	3800 Rivercrest Drive N	N	0	N/A	0	
Wallace House Park	3535 Rivercrest Drive N	Y	1	3 Bump U	4	Easy access to trail
Willamette Manor Park	3800 5th Avenue N	N	0	N/A	0	Holiday Swim Club is just South of Willamette Manor Park Near Willamette Manor Park Note: Both double sided racks are against a wall or fence which negates 50% of the capacity
Holiday Swim Club	South of Willamette Manor			Double sided Toaster	24	
		Y	2			
Northview Terrace Pool		Y	1	Double sided Toaster	19	Near Northview Terrace Park