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:
     o Mike Pantalone: Meadows & Clear Lake
     o Clay Rushton: PFC Ryan J. Hill Memorial & Northridge
     o Clint Holland: Keizer Little League & Mike Whittam
     o 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

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, November 12, 2019
6:00 p.m. Keizer Civic Center

CALL TO ORDER – Chair David Louden called the meeting to order at 6:00 p.m.

ATTENDANCE

Present:
- David Louden, 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: Louden, 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: Louden, 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 Ciea & Willamette Manor** – No report
  - David Louden: **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 Louden 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: _________________*
<table>
<thead>
<tr>
<th>Park Name</th>
<th>Address</th>
<th>Rack</th>
<th>Qty</th>
<th>Type</th>
<th>Capacity</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bair Park and Reservoir</td>
<td>1100 Bair Road</td>
<td>N</td>
<td>0</td>
<td>N/A</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Ben Miller Family Park</td>
<td>Alder Drive NE and Pleasantview Drive NE</td>
<td>N</td>
<td>0</td>
<td>N/A</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Bob Newton Family Park</td>
<td>1300 Mandarin Way NE</td>
<td>Y</td>
<td>2</td>
<td>2 Bump U</td>
<td>6</td>
<td>One needs paint</td>
</tr>
<tr>
<td>Carlson Skate /Chalmers Jones</td>
<td>930 Chemawa Rd NE</td>
<td>Y</td>
<td>5</td>
<td>Stand alone U</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Claggett Creek Park</td>
<td>1400 Block Dearborn &amp; Chemawa RD ND</td>
<td>Y</td>
<td>1</td>
<td>5 Bump U</td>
<td>6</td>
<td>0</td>
</tr>
<tr>
<td>Clear Lake Park</td>
<td>7395 Meadowglen Street NE</td>
<td>Y</td>
<td>2</td>
<td>14 Double Sided Toaster</td>
<td>28</td>
<td>14 per side</td>
</tr>
<tr>
<td>Country Glen Park</td>
<td>1400 Block Parkside Court NE</td>
<td>Y</td>
<td>1</td>
<td>1 Sided Toaster</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Hidden Creek Park</td>
<td>NE Whisper Creek Loop</td>
<td>N</td>
<td>0</td>
<td>N/A</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Keizer Little League Park</td>
<td>5245 Ridge Drive NE</td>
<td>Y</td>
<td>2</td>
<td>3 Bump U</td>
<td>8</td>
<td>0</td>
</tr>
<tr>
<td>Keizer Rapids Park</td>
<td>1900 Chemawa RD N</td>
<td>N</td>
<td>0</td>
<td>N/A</td>
<td>0</td>
<td>Recommend a bike rack</td>
</tr>
<tr>
<td>The Big Toy</td>
<td></td>
<td>Y</td>
<td>1</td>
<td>Double sided Toaster</td>
<td>12</td>
<td>6 per side</td>
</tr>
<tr>
<td>Keizer Rotary Amphitheater</td>
<td>Walsh Landing</td>
<td>Y</td>
<td>1</td>
<td>4 Bump U</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Meadows Park</td>
<td>7177 River Road N</td>
<td>N</td>
<td>0</td>
<td>N/A</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Mike Whittam Park</td>
<td>5205 Ridge Drive NE</td>
<td>N</td>
<td>0</td>
<td>N/A</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Northridge Park</td>
<td>North of Chemawa along Claggett Creek</td>
<td>N</td>
<td>0</td>
<td>N/A</td>
<td>0</td>
<td>Undeveloped Park</td>
</tr>
<tr>
<td>Northview Terrace Park</td>
<td>4600 Block 18th Avenue NE</td>
<td>N</td>
<td>0</td>
<td>N/A</td>
<td>0</td>
<td>Near a pool with rack</td>
</tr>
<tr>
<td>Palma Ciea Park</td>
<td>900 Cummings Lane N</td>
<td>N</td>
<td>0</td>
<td>N/A</td>
<td>0</td>
<td>Recommend a bench</td>
</tr>
<tr>
<td>PFC Ryan J Hill Memorial Park</td>
<td>6100 Keizer Station Blvd N</td>
<td>Y</td>
<td>1</td>
<td>2 Bump U</td>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td>Sunset Park</td>
<td>3800 Rivercrest Drive N</td>
<td>N</td>
<td>0</td>
<td>N/A</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Wallace House Park</td>
<td>3535 Rivercrest Drive N</td>
<td>Y</td>
<td>1</td>
<td>3 Bump U</td>
<td>4</td>
<td>0</td>
</tr>
<tr>
<td>Willamette Manor Park</td>
<td>3800 5th Avenue N</td>
<td>N</td>
<td>0</td>
<td>N/A</td>
<td>0</td>
<td>Holiday Swim Club is just South of Willamette Manor Park</td>
</tr>
<tr>
<td>Holiday Swim Club</td>
<td>South of Willamette Manor</td>
<td>Y</td>
<td>2</td>
<td>Double sided Toaster</td>
<td>24</td>
<td>Near Willamette Manor Park Note: Both double sided racks are against a wall or fence which negates 50% of the capacity</td>
</tr>
<tr>
<td>Northview Terrace Pool</td>
<td></td>
<td>Y</td>
<td>1</td>
<td>Double sided Toaster</td>
<td>19</td>
<td>Near Northview Terrace Park</td>
</tr>
</tbody>
</table>