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**KEIZER PARKS & RECREATION ADVISORY BOARD AGENDA**  
**Tuesday, August 11, 2020, 6:00 p.m.**  
**Keizer Civic Center**

1. CALL TO ORDER
2. APPROVAL OF MINUTES ~ July 2020
3. APPEARANCE OF INTERESTED CITIZENS
4. NEW/OLD BUSINESS
  - Plan September Parks Tour: Staff Recommendation:
    - Carlson Skate Park
    - Willamette Manor
    - Wallace House Park
    - Northview
  - Selection of Parks Board member to be on the panel that will grade the Keizer Parks Master Plan update contractor proposals
  - Park Reports:
    - Mike Pantalone: Country Glen & Mike Whittam
    - Clay Rushton: Bair & Willamette Manor
    - Clint Holland: Keizer Little League & Hidden Creek
    - Matt Lawyer: Chalmers-Jones & Wallace House
5. STAFF REPORT ~ to be read by Chair
6. COUNCIL LIAISON REPORT
7. OTHER BUSINESS
8. ADJOURNMENT

**Reminders:Next Meeting – Parks Tour Monday, September 14** (Regular meeting date for Board is second Tuesday of the month [September 8] but this conflicts with Council because of Labor Day. Board could cancel regular September meeting or reschedule to available dates of September 16, 22, 23, 28 or 30. Other dates are not available due to other meetings taking place.)

Board Member Reporting to Council: Matt Lawyer, Monday, August 17



**KEIZER PARKS & RECREATION ADVISORY BOARD  
REGULAR SESSION MINUTES  
Tuesday, July 14, 2020  
6:00 p.m. Keizer Civic Center**

**CALL TO ORDER** – Chair David Loudon called the meeting to order at 6:01p.m.

**ATTENDANCE**

**Present**

David Loudon, Chair  
Matt Lawyer  
Clint Holland  
Michael Pantalone  
Jeff Sargent  
Dylan Juran  
Clay Rushton

**Absent**

Tanya Hamilton, Vice Chair  
Wayne Frey

**Staff Present**

Robert Johnson, Parks Division Manager  
Debbie Lockhart, Deputy City Recorder  
Councilor Roland Herrera

**APPROVAL OF MINUTES:** Jeff Sargent moved for approval of the June 2020 Minutes. Mike Pantalone seconded. Motion passed as follows: Rushton, Juran, Loudon, Pantalone and Sargent in favor with Holland and Lawyer abstaining and Hamilton and Frey absent.

**APPEARANCE OF INTERESTED CITIZENS:**

*Betty Hart*, Keizer, shared a photograph of the pathway in Country Glen Park that has a dangerous drop-off on the edge noting that she had fallen and hit her head because of it. She pointed out that this trip hazard is near where people walk from their cars making it a more likely danger. Robert Johnson explained that when the trail was redone it had to meet a less than 2% cross slope for ADA purposes so it had to be brought up and that created the lift. The plan is to get fill dirt in there soon to take care of the sunken areas and the ledge. The edges have been filled at Willamette Manor; all of Wallace House Park pathways have not been completed; Country Glen will be done after that.

*Carol Doerfler*, Keizer, sent an email (which was read into the record) voicing concern about the drop-offs on area park pathways. It was noted that work in the parks is behind because of the difficulty of getting seasonal help but hopefully that will be remedied soon and pathways will be improved.

*Palmer Snapp*, Keizer, reported on his Eagle Scout project which was funded through the Youth Parks Grant and has been completed. He distributed photographs of before and after, shared details and noted that the restored benches should last a long time.

*Jane Herb*, Keizer, reported that she has started a task force to push for a library in Keizer. She acknowledged that this will be a big project and the library needed would be

expensive, but that she hopes that a 'Library District' can be formed to accomplish it. She indicated that she thought that the best location for the library would be at Keizer Rapids, perhaps in a shared recreational building. She asked that when the Master Plan review begins, Board members keep this in mind and set aside space for a library.

## **NEW/OLD BUSINESS**

### **➤ Park Reports**

- *Tanya Hamilton* (reported via email): Bob Newton - A lot of trash around trash cans, bark dust needs to be filled in under the swings, tennis court net is torn. | Ben Miller – Nothing new.
- *Dylan Juran*: Sunset – Rail over fence is sagging and is stiff; there is a soggy spot in the middle of the dirt path. Robert Johnson explained that the rail still acts well as a slide so canoers are happy with it; he will check for an irrigation leak close to the soggy spot. | Claggett Creek – Play structure looks good and is well used; exercise equipment is awesome. It would be nice to have equipment like that at Keizer Rapids Park.
- *David Loudon*: Northview – Sports court looks great; both sets of stairs are covered by ivy or falling apart; there is a large amount of clear water running near the corrugated metal near one set of stairs. Robert Johnson explained that repair of the stairs is planned for this year adding that he would check on the water issue. | Meadows – Looks great; there are a few new trees.
- *Jeff Sargent*: Northridge – Vegetation looks really pretty this time of year; access by the apartments is overgrown with blackberries; Google Maps shows the park stretches down along 10<sup>th</sup> but that area is fenced off and says 'No Access'. Robert Johnson replied that Google Maps is wrong. | Ryan J. Hill – A nice space, well maintained and clean; water/rock feature, sign out front and the flags all look great.
- *Wayne Frey*: Clear Lake & Palma Ceia – Absent. No report.
- *Clint Holland*: Keizer Little League Park fields are being booked for tournaments; it is hard to keep them watered because they are being used so much.

### **STAFF REPORT:** Robert Johnson reported that

- Extensive clearing was done at Wallace House Park in the lower area over the initial bank leading down to the river. Photographs were shared. The clearing should alleviate the homeless camps problem and allow better access for emergency vehicles. He provided details of what the contractor did noting that routine mowing would begin when the grass starts to grow.
- The Claggett Creek play structure was delayed but staff hopes to have it completed by the end of October including a rubberized surface. He indicated that he would bring pictures to the next meeting and promised the Board that it would be unique to the setting.
- Parks Master Plan review process is planned for this winter.

- Two new summer employees are being trained. A third one will be coming on next week. The delay has resulted in many projects not getting completed but grass mowing, emptying trash cans and maintaining restrooms has been accomplished.
- The splash fountain is being de-winterized and someone is being trained to operate it. It can be opened, as long as the governor's orders don't get more stringent, but social distancing is encouraged.
- The gazebo Eagle Scout painting project is still planned but often the boys postpone their project until they are almost 18. Matt Lawyer volunteered to follow up with the Scout.
- He has a couple of Eagle Scout projects available. Any interested scouts should contact him.

**COUNCIL LIAISON REPORT:** Councilor Roland Herrera reported on the recent work session held to discuss lessons learned throughout the Covid-19 pandemic and announced upcoming meetings.

**OTHER BUSINESS:** Matt Lawyer reported that

- The Keizer Parks Foundation was honored as Volunteer of the Quarter at a recent Council meeting and several members of the Foundation attended to receive the award. They were given a plaque which has been installed at the Big Toy.
- The Watershed Council is done for the summer. Several events were cancelled but the Civic Center was cleaned up by about 100 volunteers.

**ADJOURNMENT** ~ Meeting adjourned at 7:14 p.m.

***Next Meeting: August 11, 2020***

*Approved:* \_\_\_\_\_