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KEIZER PARKS & RECREATION ADVISORY BOARD AGENDA

Tuesday, October 13, 2020, 6:00 p.m.

Keizer Civic Center

1. CALL TO ORDER
2. APPROVAL OF MINUTES ~ August/September 2020
3. APPEARANCE OF INTERESTED CITIZENS
4. NEW/OLD BUSINESS
 - 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
6. COUNCIL LIAISON REPORT
7. OTHER BUSINESS
8. ADJOURNMENT

Reminders: **Next Meeting – November 10, 2020**

Board Member Reporting to Council: David Loudon, Monday, October 19



**KEIZER PARKS & RECREATION ADVISORY BOARD
REGULAR SESSION MINUTES
Tuesday, August 11, 2020
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
Tanya Hamilton, Vice Chair
Wayne Frey
Matt Lawyer
Clint Holland
Michael Pantalone
Jeff Sargent
Dylan Juran
Clay Rushton

Absent

Councilor Roland Herrera
Robert Johnson, Parks Division Manager

Staff Present

Debbie Lockhart, Deputy City Recorder

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

APPEARANCE OF INTERESTED CITIZENS:

Lisa Cejka, Keizer, praised the Parks Department, specifically employee Julio, for hard work and speedy repair in area parks.

Carol Doerfler, Keizer, sent an email (which was read into the record) voicing concern about the drop-offs on area park pathways and urging that repair be made a priority in all parks.

Blayne Elder, Keizer, with Boy Scout Troop 20, distributed a proposal for painting the gazebo at Chalmers-Jones Park and requested \$650 from the Parks Matching Grant Fund. It was noted that he had not submitted an application.

Matt Lawyer moved to suspend the rules in order to review the Elder grant request. Mike Pantalone seconded. Motion passed unanimously as follows: Rushton, Juran, Loudon, Pantalone, Lawyer, Hamilton, Frey, Holland and Sargent in favor.

Matt Lawyer moved to approve the \$650 grant request from Blayne Elder for painting the Chalmers-Jones gazebo with the requirement that a completed application be submitted by August 14. Tanya Hamilton seconded. Motion passed unanimously as

follows: Rushton, Juran, Loudon, Pantalone, Lawyer, Hamilton, Frey, Holland and Sargent in favor.

NEW/OLD BUSINESS

➤ **Plan September Parks Tour**

Clint Holland moved to accept the staff recommendation for the parks to visit on the September 14 Council Work Session Parks Tour (Carlson Skate Park, Willamette Manor, Wallace House Park and Northview). Matt Lawyer seconded.

Members expressed pleasure at being able to visit so many parks that had improvements.

Motion passed unanimously as follows: Rushton, Juran, Loudon, Pantalone, Lawyer, Hamilton, Frey, Holland and Sargent in favor.

Clint Holland moved to cancel the September regular session Parks Board meeting. Jeff Sargent seconded. Motion passed unanimously as follows: Rushton, Juran, Loudon, Pantalone, Lawyer, Hamilton, Frey, Holland and Sargent in favor.

➤ **Selection of Board member to serve on the Master Plan Update proposal panel:** David Loudon volunteered to serve in this capacity. Board approved by consensus.

➤ **Park Reports**

- **Mike Pantalone: Country Glen** – pathway by street has been filled but there is still a 1½"-2" lip. The path by the creek is cause for concern because roots are making the pathway uneven and broken and there is a drop off to the grass. (Discussion followed regarding the proper remedy since cutting the roots would damage the trees and added dirt would be washed away in the winter.) Board would like Robert to share his expertise on this matter. **Mike Whittam** – still has trees down from last report and a branch is down by the community garden.
- **Clay Rushton: Bair** – Well kept. **Willamette Manor** – New sports court being used frequently. Park is clean and well used.
- **Clint Holland: Keizer Little League** – Lots of traffic and tournaments. Fields being used every night. No spectators allowed. Parking lot in need of repair and should be a priority. **Hidden Creek** – No report
- **Matt Lawyer: Chalmers-Jones** – Lots of activity; splash pad is open. **Wallace House** – turning into a gem with the clearing that was done. Always has visitors. Mr. Lawyer added that the Keizertimes had recently published an article showing the drawings of the proposed Claggett Creek playground and although there was not sufficient time to do the hoped for public outreach, anyone with concerns could email staff with them. He has asked that Robert look into getting an extension to the swings so that a wheelchair swing can be added.

STAFF REPORT: Robert Johnson submitted a written report in his absence: Brush mowing is complete at Wallace House Park, the trip hazard at Country Glen has been remedied, and the splash fountain is open.

COUNCIL LIAISON REPORT: Councilor Roland Herrera was absent.

OTHER BUSINESS: Discussion took place regarding the Board recommending to Council that paving of the KLL parking lot be made a priority. Discussion included funding options, matching funds, grants, contributions from Rotary and/or Keizer Little League, use of SDCs, drainage issues, paving the pathways, and concrete vs. asphalt.

Matt Lawyer moved that the Board ask staff to look into potential options for the KLL parking lot for the Board to consider as a recommendation to Council. Jeff Sargent seconded. Motion passed unanimously as follows: Rushton, Juran, Loudon, Pantalone, Lawyer, Hamilton, Frey, Holland and Sargent in favor.

Matt Lawyer read a posting from the West Keizer Neighborhood Association commending things being done in area parks. He noted that it is nice to hear the compliments and also nice to hear that temporary employees like working for Keizer.

Wayne Frey questioned wall changes at Sunset Park. Other members provided explanation noting that it has to do with an agreement made with the new owner of the house next to the park access. Matt Lawyer suggested anyone with questions call city attorney Shannon Johnson for a more detailed explanation.

Dylan Juran mentioned that a neighbor had expressed an interest in the use of pesticides and herbicides in the parks and is generally against the use of them. He indicated that he would email Robert Johnson since he was not at the meeting.

ADJOURNMENT ~ Meeting adjourned at 7:07 p.m.

Next Meeting: Parks Tour, September 14; Regular Meeting October 13

Approved: _____



**KEIZER PARKS & RECREATION ADVISORY BOARD
SPECIAL SESSION MINUTES
Tuesday, September 14, 2020
5:45 p.m. Keizer Civic Center**

CALL TO ORDER – Chair David Loudon called the meeting to order at 5:51 p.m.

ATTENDANCE

Present

David Loudon, Chair
Tanya Hamilton, Vice Chair
Wayne Frey
Matt Lawyer
Clint Holland
Michael Pantalone
Dylan Juran
Clay Rushton

Absent

Jeff Sargent

Staff Present

Debbie Lockhart, Deputy City Recorder
Councilor Roland Herrera

YOUTH MATCHING GRANT REQUEST – Gavin Eisele:

Gavin Eisele presented his proposal noting that the amount had changed because some of the donations were affected by the recent fires and he would have to buy sand. He asked that the amount of the grant be increased to \$90. Board discussed the possibility that the price for lumber might increase because of the current wildfires and amended the grant amount to \$150.

Matt Lawyer moved to approve the Grant Request from Gavin Eisele for up to \$150.
Dylan Juran seconded. Motion passed as follows: Loudon, Hamilton, Frey, Lawyer, Holland, Pantalone, Juran and Rushton in favor with Sargent absent.

ADJOURNMENT ~ Meeting adjourned at 6:05 p.m.

Next Meeting: October 13, 2020

Approved: _____