



**KEIZER PARKS & RECREATION ADVISORY BOARD
REGULAR SESSION MINUTES
Tuesday, October 12, 2021
6:00 p.m. Keizer Civic Center**

CALL TO ORDER – Chair David Loudon called the meeting to order at 6:00 p.m. Attendance was as follows:

Present

David Loudon, Chair
Tanya Hamilton, Vice Chair
Matt Lawyer
Gwen Carr
Clay Rushton
Mathew Poteet
Dustin Karstetter
Michael Pantalone

Absent

Wayne Frey

Council Liaison Present

Councilor Smith

Staff Present

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

APPROVAL OF MINUTES: Matt Lawyer moved for approval of the August and September 2021 Minutes. Dustin Karstetter seconded. Motion passed as follows: (August) Pantalone, Loudon, Lawyer, Hamilton, and Karstetter in favor, with Rushton, Poteet and Carr abstaining and Frey absent; (September) Loudon, Hamilton, Lawyer, Karstetter, Pantalone, Carr, Rushton and Poteet in favor with Frey absent.

APPEARANCE OF INTERESTED CITIZENS:

Garry Whalen, Keizer, expressed dismay over the pending contract award for the Summer Concert Series. He questioned how the series would be funded explaining that in the past sponsorships and concession sales had funded the effort, not taxpayers. He also questioned if the new manager would do the supplemental maintenance, watering and fertilizing that is done by the current manager. He asked the Board to provide input to Council so that they could make an informed decision. Councilor Smith responded that the contract would be coming to Council for final approval and she urged Mr. Whalen to attend that meeting and share his views.

Clint Holland, Keizer, explained that Legal Assistant Tammie Harms had informed him that she would email and mail the Request for Proposals for the Summer Concert Series to him when it was ready. When he found out about it, it had been out for 2½ weeks and he only had 1½ days to complete it. He noted that Ms. Harms had mailed the RFP to a post office box that he has not had for 9 years and emailed it to an email address that was not his, yet throughout the year she had reached him through his current physical and email addresses. He noted that people who graded the RFP were not aware that he had not had ample time to complete it. Councilor Smith explained that it could be declared as a failed RFP if Council does not support it. She urged Mr. Holland to attend the Council meeting when the contract is on the agenda. Mr. Holland also voiced opposition to the potential award of the KLL Park management and stated various reasons for his opposition.

Carol Doerfler, Keizer, West Keizer Neighborhood Association, thanked Mr. Holland for his extensive volunteer efforts, thanked the Parks Board for visiting Palma Ciega Park on the recent tour and suggested that perhaps the park could be improved with a couple of benches and viewing platforms and stairs similar to those at Northview Park.

NEW/OLD BUSINESS

MIG Master Plan Update Presentation: Cindy Mendoza of MIG shared a slide presentation that covered the planning process, community priorities, system wide goals and site recommendations. Discussion followed regarding improved sports fields details, the temporary aspect of volunteer labor, ongoing maintenance and operations needs, identification of short/medium/long term projects, the importance of taking care of existing amenities, use of ARPA funding and county involvement. Public Works Director Bill Lawyer explained that once the 3-5 year plan for improvements and upgrades is complete, additional staff will be needed in order to maintain things. Ms. Mendoza added that the Master Plan will look at funding resources but at this time they do not anticipate matching improvements with funding resources. She concluded noting that next time she will bring the Board a draft of the updated Master Plan for review and recommendation to Council.

Approval of Bands for Summer Concert Series: Gwen Car moved to approve the listed bands for the Summer Concert Series. Matt Lawyer seconded. Motion passed as follows: Pantalone, Loudon, Lawyer, Hamilton, Karstetter, Rushton, Poteet and Carr in favor with Frey absent.

Park Reports:

- **Mike Pantalone: Sunset & Willamette Manor:** Both looking good. Parks staff doing excellent work. Robert Johnson reported that he had gotten replacement parts for the teeter-totter at Willamette Manor so he was able to repair it.
- **Clay Rushton: Bair & Hidden Creek:** Both parks looking great. Parks staff commended.
- **Mathew Poteet: Keizer Little League & Palma Ciega:** Both parks looking great. Parks staff commended.
- **Matt Lawyer: Northview** – Community Service project headed by Miranda Coleman with over 30 McNary students including Jr. ROTC spreading over 20 yards of engineered wood fiber. | **Wallace House:** Looking good.

STAFF REPORT: Robert Johnson thanked volunteers who help with parks and reported that staff has started winterization, mowing/blowing leaves and doing fall pruning.

COUNCIL LIAISON REPORT: Councilor Smith reported on Council activities including the City Manager Recruitment and forming the Community Engagement Committee. She urged Mr. Holland and Mr. Whalen to attend the Council meeting that has the Summer Concert Series and Keizer Little League contracts on the agenda.

OTHER BUSINESS: David Loudon will report at the October 18 Council meeting.

ADJOURNMENT ~ Meeting adjourned at 7:36 p.m.

Next Meeting: November 9, 2021

Approved: 11-09-21