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**KEIZER PARKS & RECREATION ADVISORY BOARD AGENDA**  
**Tuesday, February 9, 2021, 6:00 p.m.**  
**Keizer Civic Center**

1. CALL TO ORDER
2. APPROVAL OF MINUTES ~ January 2020
3. APPEARANCE OF INTERESTED CITIZENS
4. NEW/OLD BUSINESS
  - Park Reports:
    - Mike Pantalone: Sunset & Willamette Manor
    - Clay Rushton: Bair & Hidden Creek
    - Mathew Poteet: Keizer Little League & Palma Ceia
    - Matt Lawyer: Northview & Wallace House
5. STAFF REPORT
6. COUNCIL LIAISON REPORT
7. OTHER BUSINESS
8. NEXT MEETING – In Person or Virtual?
9. ADJOURNMENT

Reminders: **Next Board Meeting: Tuesday, March 9, 2021**

Board Member Reporting to Council: Mike Pantalone, **Tuesday**, February 16



**KEIZER PARKS & RECREATION ADVISORY BOARD  
REGULAR SESSION MINUTES  
Tuesday, January 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**

**Present**

David Loudon, Chair  
Tanya Hamilton, Vice Chair  
Wayne Frey  
Matt Lawyer  
Mathew Poteet  
Clay Rushton  
Dustin Karstetter

**Absent:**

Dylan Juran  
Michael Pantalone

**Staff Present**

Bill Lawyer, Public Works Director  
Robert Johnson, Parks Division Manager  
Debbie Lockhart, Deputy City Recorder

**Council Liaison Present**

Councilor Kohler for Councilor Smith

**ELECTION OF CHAIR AND VICE CHAIR:** David Loudon and Tanya Hamilton were elected by unanimous consent to serve as Chair and Vice Chair respectively.

**APPROVAL OF MINUTES:** Wayne Frey moved for approval of the December 2020 Minutes. Clay Rushton seconded. Motion passed as follows: Loudon, Frey, Lawyer, Hamilton and Rushton in favor with Karstetter and Poteet abstaining and Pantalone and Juran absent.

**APPEARANCE OF INTERESTED CITIZENS:**

*Carol Doerfler*, President of West Keizer Neighborhood Association, questioned if the Parks Master Plan was going to be addressed at the meeting. Robert Johnson replied that he would provide an update in his staff report.

**NEW/OLD BUSINESS**

**Park Reports:**

- **Tanya Hamilton: Bob Newton & Ben Miller** – Both look fantastic
- **Dylan Juran: Sunset & Claggett Creek** – No report
- **David Loudon: Northview & Meadows** – No report
- **Dustin Karstetter: Northridge** – Looks good; not accessible | **Ryan J. Hill** – suggested considering ways to get the fountain working or remove it and replace the feature with something different.
- **Wayne Frey: Clear Lake & Palma Ceia** – Suggested putting a table, bench and trash can in both parks

**Reassignment of Parks:** Board members chose one park and drew names for their second park. Assignments are as follows:

Tanya Hamilton	Bob Newton & Ryan J. Hill
Mike Pantalone	Sunset & Willamette Manor
Dylan Juran	Mike Whittam & Claggett Creek
Clay Rushton	Bair & Hidden Creek
David Loudon	Northridge & Chalmers Jones
Mathew Poteet	Keizer Little League & Palma Ceia
Dustin Karstetter	Meadows & Ben Miller
Matt Lawyer	Northview & Wallace House
Wayne Frey	Clearlake & Country Glen

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

- Claggett Creek play structure completion is planned for April due to weather and other delays, however, the swings are open for use and the pathway to the basketball court has been cleared.
- The large slide at Bob Newton park was vandalized. A replacement has been received and will be installed next week.
- Request for Proposals for the Keizer Little League Park management is finished and will hopefully go out within the next 30 days.
- Parks Master Plan Update Consultants (MIG) will be coming to the next meeting. He urged members to review their parks and have ideas ready for the meeting. MIG will be reaching out to neighborhood associations and other groups to get input. There have been 1700 responses to the survey to date.
- The McNary Baseball request for use of Claggett Creek Park will be discussed at the January 19 Council meeting.
- Parks are soggy but usage is up on nice days.

**COUNCIL LIAISON REPORT:** Councilor Kohler reported that Council is working on revising their policies and procedures and considering doing specific training for committees and chairs.

### **OTHER BUSINESS**

- **Ratification of Chair Decision for Tonight's In-Person Meeting:** Matt Lawyer moved to ratify the Chair's decision for tonight's in-person meeting. Tanya Hamilton seconded. Motion passed as follows: Loudon, Frey, Lawyer, Hamilton, Karstetter, Poteet and Rushton in favor with Pantalone and Juran absent.
- **Next Meeting – In-person or Virtual?:** Wayne Frey moved for the February meeting to be held in person. Matt Lawyer seconded. Motion passed as follows: Loudon, Frey, Lawyer, Hamilton, Karstetter, Poteet and Rushton in favor with Pantalone and Juran absent.
- Wayne Frey reported that the flood signage at Keizer Rapids Park is showing weathering. Mr. Johnson responded that he is aware of that but the sign company has not responded to his calls.

- Matt Lawyer reported that the Claggett Creek Watershed Council is considering adding Wallace House Park as an annual project, hoping to do Soggy Day in the Park in the future, and is looking for new members. Residents of Marion County, Salem or near Claggett Creek would be welcome.
- Tanya Hamilton asked about getting lighting on the trail to Hidden Creek Park. Robert suggested she propose this to MIG at the next meeting. He pointed out that lighting is beneficial along pathways but it also attracts people after dark when the park is closed. Trip hazards in the park will be addressed this spring.

**ADJOURNMENT** ~ Meeting adjourned at 6:38 p.m.

***Next Meeting: February 9, 2021***

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