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**KEIZER PARKS & RECREATION ADVISORY BOARD AGENDA**  
**Tuesday, July 13, 2021, 6:00 p.m.**  
**Keizer Civic Center**

1. CALL TO ORDER
2. WELCOME NEW MEMBER GWEN CARR
3. APPROVAL OF MINUTES ~ June 2021
4. APPEARANCE OF INTERESTED CITIZENS
5. NEW/OLD BUSINESS
  - Schoonover Grant Request
  - Approval of New Band for KRA Concert Series: [Jeanne Gregg Band](#)  
(Please click on link to view band and hear promo video)
  - Park Reports:
    - Tanya Hamilton: Bob Newton & Ryan J. Hill
    - Gwen Carr: Mike Whittam & Claggett Creek
    - David Loudon: Northridge & Chalmers Jones
    - Dustin Karstetter: Meadows & Ben Miller
    - Wayne Frey: Clear Lake & Country Glen
6. STAFF REPORT
7. COUNCIL LIAISON REPORT
8. OTHER BUSINESS
9. ADJOURNMENT

Reminders:

**Next Board Meeting**  
**Tuesday, August 10, 2021**

Board Member Reporting to Council: ***Dustin Karstetter***, Monday, July 19



**KEIZER PARKS & RECREATION ADVISORY BOARD  
REGULAR SESSION MINUTES  
Tuesday, June 8, 2021  
6:00 p.m. Keizer Civic Center**

**CALL TO ORDER** – Vice Chair Tanya Hamilton called the meeting to order at 6:11 p.m.  
Attendance was as follows:

**Present**

Tanya Hamilton, Vice Chair  
Matt Lawyer  
Wayne Frey  
Mathew Poteet  
Clay Rushton

**Council Liaison Present**

Councilor Smith

**Absent:**

David Loudon, Chair  
Dustin Karstetter  
Michael Pantalone  
One Position Vacant

**Staff Present**

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

**APPROVAL OF MINUTES:** Matt Lawyer moved for approval of the May 2021 Minutes. Wayne Frey seconded. Motion passed as follows: Lawyer, Hamilton, Rushton and Frey in favor, Poteet abstaining, Pantalone, Loudon and Karstetter absent and one position vacant.

**APPEARANCE OF INTERESTED CITIZENS:** None

**NEW/OLD BUSINESS**

**Grant Request – Isabella Biondi:** Ms. Biondi shared information about her proposed Insta-Art project at Keizer Rapids Park and circulated some preliminary artwork that she was working on for the project.

Matt Lawyer moved to approve the concept as described in the application and handouts to allow for art at Keizer Rapids Park. Tanya Hamilton seconded. Motion passed as follows: Hamilton, Lawyer, Rushton, Frey and Poteet in favor with Pantalone, Loudon and Karstetter absent and one position vacant.

Matt Lawyer moved to approve the design and forward said approval to the Public Arts Commission who is making the final approval and recommendation to City Council. Clay Rushton seconded. Motion passed as follows: Hamilton, Lawyer, Rushton, Frey and Poteet in favor with Pantalone, Loudon and Karstetter absent and one position vacant.

Matt Lawyer noted that he believed this project falls within the grant rules and moved to approve the grant request for up to \$300. Matthew Poteet seconded. Motion passed as follows: Hamilton, Lawyer, Rushton, Frey and Poteet in favor with Pantalone, Loudon and Karstetter absent and one position vacant.

## **Park Reports:**

- **Mike Pantalone: Sunset & Willamette Manor** – Written report submitted. Robert Johnson indicated that the erosion concern at Sunset was valid but the erosion is typical of activity along the river edge. It has been observed that over the last number of years the shelf has been slowly moving back and staff is watching it. Work cannot be done without permits and it is not the type of erosion that will wash the park away, but if it continues to get worse something will be done.
- **Clay Rushton: Hidden Creek | Bair** – Both in good shape.
- **Mathew Poteet: Keizer Little League Park** is very clean. Parking lot has some garbage in it. | **Palma Ciega** looks awesome – better than a month ago. It is clear that the Parks Department has been working hard. There are a couple of dead trees standing up toward the north end of the park, west of the River Wall.
- **Matt Lawyer: Northview** no report. | **Wallace House** is in good shape due to the work of volunteers from McNary Junior ROTC and West Keizer Neighborhood Association who recently worked to clear the park and filled a trailer with debris.
- **Wayne Frey: Country Glen** reported that his grandson, Kyle Guptill, painted the Country Glen Park pavilion and tables as his Eagle Scout project.

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

- “For the Love of the Game” was the successful party in the recent request for proposals but there is nothing final yet.
- The cottonwood trees along the trail at Country Glen and the broken ones in the front of the park have been removed and will be replaced this fall.
- To enhance river viewing three new benches have been placed at Wallace House Park as an Eagle Scout project.
- The rubber surfaces at the exercise stations at area parks should be complete by this weekend.
- Splash Fountain is scheduled to open June 22
- There is a new concrete staircase in place at Northview Terrace.
- Parks Division has an open position for someone experienced in grounds maintenance.

**COUNCIL LIAISON REPORT:** Councilor Smith reported that Council had approved the placement of a Sasquatch carving at Keizer Rapids Park to be installed by June 28 and shared details about the Interim City Manager hiring process.

**OTHER BUSINESS:** Wayne Frey reported that Wallace House has a Peace Pole. Robert Johnson added that there is one at Ryan J. Hill Memorial Park and Country Glen and one going in at Keizer Rapids Park and at some local businesses.

Tanya Hamilton questioned if area pump stations could be used as parks and/or if the ones near the river could be used for river access. Robert Johnson indicated that he would look into this.

**ADJOURNMENT** ~ Meeting adjourned at 6:44 p.m.

***Next Meeting: July 13, 2021***

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

**A new submission has been received for Parks Improvement Matching Grant Program Application at 06/08/2021 1:05 PM**

Name of Organization or Individual: Capital City Disc Golf Club  
Address & Phone: 328 Hosanna Ct. NW  
Email: [ccdq.or@gmail.com](mailto:ccdq.or@gmail.com)  
Project Director: Daniel Schoonover  
Address & Phone: 328 Hosanna Ct. NW  
Project Director Email: [daniel@dangarion.com](mailto:daniel@dangarion.com)  
Proposed Park Site: Keizer Rapids  
Is the project identified in the current Parks Master Plan? No  
Estimated project start date: October 2021 - Fundraising for the project has already begun.  
Estimated project completion date: November 2021  
BUDGET (Donations):  
Parks Board Matching Grant Donation: 3775  
Private Cash/Material Donations: 3775  
Corporate Sponsorship: 0  
Labor (estimated value): 1800  
Will a recognition sign be required?: No  
Type of Project (check all that apply): Replacement of Existing Park Feature

Project Description: Replacement of the Disc Golf Baskets (Targets) at Keizer Rapids Disc Golf Course. The full project would be the removal of existing basket sleeves and the installation of new sleeves for new basket installation. CCDG would be fully responsible for the project. Capital City Disc Golf Club was involved in the original installation of the disc golf baskets at Keizer Rapids Disc Golf Course. Since the initial installation basket design and standards have changed. For the course to stay with the times, it would benefit the city of Keizer and the local disc golf community to have the baskets replaced with what is now considered professional level standard baskets in the disc golf community and with the Professional Disc Golf Association.

Labor would be a volunteer force of Capital City Disc Golf Club Members along with other community members. \$1800 is the estimate based on real-world costs for 4 man-hours of work per basket removal and installation.

Hardware costs for Innova DisCatcher PRO baskets are \$425 each with a discount for purchase of 18 for a total of \$5850. In addition, there would be a need to purchase additional sleeves for the multiple basket positions (24) on the course. 24 extra sleeves at \$25 each for a total of \$600. There will be a total of 42 sleeves to install and each requires approximately 60-80 pounds of concrete to be securely installed in the ground. We will need approximately 3400 pounds of concrete which would cost approximately \$400 at \$6 per 50-pound bag. The total cost of supplies for installation and baskets will be roughly \$6850 plus \$700 for the freight of the baskets. For a total of \$7550.

As part of the project, CCDG would be interested in either reusing the existing baskets for another disc golf project within the city of Keizer OR allowing CCDG to be given ownership of the baskets to use as part of the fundraising effort.

Signature (electronic signature accepted): Daniel Schoonover  
Additional information: No File Uploaded