



**Keizer Festivals & Events Services Team (K-FEST)
Meeting Minutes
Wednesday, October 30, 2012 at 6:00 p.m.
Keizer Civic Center**

CALL TO ORDER ~ Councilor Clark called the meeting to order at 6:05 p.m.

Attendance was taken as follows:

Present:

Shelly Campbell
Carol Doerfler
Stephan Wurzburg
Cathy Clark, Councilor
David McKane, Councilor

Absent:

Erin Ellis, Chamber Representative
Jason Bruster, Parks Board Representative
Sherrie Gottfried
One Position Vacant

Staff Attending:

Debbie Lockhart, Deputy City Recorder

APPROVAL OF MINUTES ~ Cathy Clark moved to approve the August 15 Minutes as submitted. Shelly Campbell seconded. Motion passed as follows: Campbell, Clark, Doerfler, McKane and Wurzburg in favor with Bruster, Ellis and Gottfried absent and one position vacant.

APPEARANCE OF INTERESTED CITIZENS ~ None.

OVERVIEW OF COMMUNITY CALENDAR ~ Chair Wurzburg provided a detailed overview of the calendar pointing out features such as access, updates, highlights, the Featured Events Calendar, Quick Business Guide, word/date search and the link to the Public Service Announcement form so that those can be posted on K-23 Television as well. He noted that all school activities are not posted because there are so many but the schools are submitting things they want published. The calendar is user-submitted only; the Chamber does not seek postings. Chamber members have passwords so their submittals by-pass the approval process. Users can socially share calendar postings through Twitter and Facebook and can mark their calendars and send reminders as well.

REVIEW OF PARK REGULATIONS ~ Chair Wurzburg voiced support for the verbiage that expands how the amphitheater can be used noting that it will allow more variety of usage and streamline the process. He suggested that a streamlined process for what has to be done regarding Fire District requirements be developed and proposed development of a step-by-step checklist for the permits. David McKane suggested that a "Contact Keizer Fire if:" section be added to the permit form.

Further discussion took place regarding allowing alcohol in city parks. Members suggested the names of parks where alcohol be allowed be deleted and that it be addressed in the permitting process.

David McKane moved that Section 15 be revised to take out specific locations and let the Parks Director, through the permitting process, decide where intoxicating beverages should be allowed. Carol Doerfler seconded. Motion passed as follows: Campbell, Clark, Doerfler, McKane and Wurzburg in favor with Bruster, Ellis and Gottfried absent and one position vacant.

Members had no further suggested changes to the regulations. Chair Wurzburg volunteered to attend the next Parks Board meeting to share this suggestion.

DISCUSSION WITH YOUTH SPORTS/EXOTIC SPORTS REPRESENTATIVES ~ Chair Wurzburg reported that he had talked with representatives from Keizer Youth Sports, Keizer Little League, Keizer Soccer Association and cheerleading and they had all expressed disappointment at being unable to access school fields and schedule with the school district to use them. He questioned if there was an avenue that could be taken to encourage the school district to share the fields with Keizer; to streamline the process and allow youth sports to use the fields.

Cathy Clark noted that this is an opportunity to partner with the Parks Board to help facilitate how facilities can be utilized and avoid having to tell people to contact Salem to secure a venue. If requests for facilities could be turned around quickly and something booked, Salem will benefit and this should be made clear to them. It would be a win-win situation. She suggested that some sort of proposal be put together for the Parks Board.

David McKane provided background to the committee regarding the attempt made several years ago by the Parks Advisory Board and sports representatives. He explained that the City of Salem manages the fields and apparently Keizer is not on equal ground with Salem. A great effort was made, resources spent, and the group even met with the superintendent and got nowhere. He urged that if this committee wants to try again, they find out what happened and take a different approach. The following suggestions were made:

- Document vacant facilities and then show Salem that they could make use of them by allowing Keizer teams to use them;
- Start this discussion with the Parks Board;
- Include all interested Keizer sports organizations, Wild Wild Rec and Boys & Girls Club; and
- Invite school board members so that they could hear the problem from Keizer's side.

David McKane suggested that an email be sent out to the youth organizations to see if they are interested. He suggested that the email should indicate that we are poised to move forward but before we do we want to know their needs; what needs are being met, what are not, and any suggestions on what would work better for the facilities in Keizer that belong to the school district.

Chair Wurzburg noted that he would like to see more transparency in the school district facility calendar so that he could see if South Salem schools are being booked in Keizer when schools in south Salem are available.

The Committee voiced consensus that the email to interested parties was the appropriate action. Mr. Wurzburg noted that he would meet with interested parties including basketball, baseball, soccer, and volleyball. Shelly Campbell volunteered to explore extra groups and give their contact information to him. He will try to have these discussions prior to the November 13 Parks Board meeting

IDEAS FOR COMMUNITY EVENTS ~ Chair Wurzburg distributed a Current Inventory of Attractions/Destinations for committee review. He noted that he would like to pursue the Saturday Market event and then referred everyone to another handout: Celebrate Christmas in Keizer. He explained that this is possibly an example of what can be done to highlight key events and direct people to websites. Discussion then took place on how this will help area businesses, the trolley, and the possibility of having horse drawn carriages through the Miracle of Lights in Gubser. Chair Wurzburg suggested that the committee work on polishing the events that are already in place; that information be put out by sports interest or seasons, in print and in different venues. Discussion followed with committee members providing input and making corrections to the inventory document.

OTHER BUSINESS ~ Some discussion took place regarding other avenues for the Iris Festival sites. This will be addressed at the next meeting.

ADJOURNMENT ~ Meeting adjourned at 7:34 p.m.

Next Meeting: November 28, 2012

Minutes approved: 02-25-13