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KEIZER PARKS & RECREATION ADVISORY BOARD **AGENDA**

Tuesday, December 12, 2023, 6:00 PM
Keizer Civic Center

- 1. CALL TO ORDER**
- 2. APPROVAL OF MINUTES**
 - a. November 2023 Minutes**
- 3. APPEARANCE OF INTERESTED CITIZENS**
- 4. NEW/OLD BUSINESS**
 - a. Members will Choose the Parks they would like to Report on for 2024**
- 5. STAFF REPORT**
- 6. COUNCIL LIAISON REPORT**
- 7. OTHER BUSINESS**
 - a. Board Member Reporting to Council: Tanya Hamilton, Monday, December 18th**
- 8. ADJOURNMENT**
 - a. Next Board Meeting: January 9, 2024**

Reminders: Next Board Meeting:

"Agenda Management Services are being supported, in whole or in part, by federal award number 21.019 awarded to City of Keizer by the U.S. Department of the Treasury."



MINUTES
KEIZER PARKS & RECREATION ADVISORY BOARD
Tuesday, November 14, 2023
Keizer Civic Center

- 1. CALL TO ORDER** CALL TO ORDER – Chair Tanya Hamilton called the meeting to order at 6:00 p.m. Attendance was noted as follows:

Present:

Tanya Hamilton, Chair
Lisa Cejka, Vice Chair
Gwen Carr
Michael Pantalone
Clay Rushton
Katie Brady
David Loudon
Bob Shackelford

Absent:

Matt Lawyer

Staff Present:

Robert Johnson, Parks Division Manager
Dawn Wilson, Deputy City Recorder

Council Liaison Present:

Councilor Kohler

Council Liaison Absent:

- 2. APPROVAL OF MINUTES** Lisa Cejka moved for approval of the October 2023 Minutes. Gwen Carr seconded. Motion unanimously passed as follows: Cejka, Pantalone, Carr, Rushton, Hamilton, Brady, and Loudon in favor with Shackelford abstaining and Lawyer absent.

a. October 2023 Minutes

- 3. APPEARANCE OF INTERESTED CITIZENS** *Rhonda Rich*, President of West Keizer Neighborhood Association, reported on a grant for Willamette Manor Park that she requested through Carol Phipps. The project is now complete. They laid bark dust and replaced all of the plants. She expressed appreciation to the Committee for the grant and to Matt Lawyer for leading the project and adding a path with the logs to define the trail.

4. NEW/OLD BUSINESS

- a. Legal Graffiti/Tagging Wall** Katie Brady thought this was forwarded to the Public Art's Commission. Lisa Cejka will obtain an update to report to this Board.

- b. Park Reports:**
- **Tanya Hamilton: Country Glen & Mike Whittam** **ChairTanya Hamilton** reported that *Country Glen* looks fantastic in that you can now see Hidden Creek.
 - **Gwen Carr: Claggett Creek & Ben Miller** **Gwen Carr** reported that *Claggett Creek Park* looks really good and noticed some signs missing because they were graffitied and needs to be handpainted. The *Ben Miller Park* looks good with lots of kids using it.
 - **David Loudon: Wallace House & Meadows** **David Loudon** reported that *Wallace House* and *Meadows Park* look good.
 - **Katie Brady: Ryan J. Hill & Northridge** **Katie Brady** reported that *Ryan J. Hill Park* looks good and asked about the tree with the roots pushing up the ground. Robert Johnson said that they are assessing the root structure and are not planning to remove the tree. There may be some strategic pruning and then replacement of the concrete.
 - **Lisa Cejka: Palma Ciea & Willamette Manor** **Lisa Cejka** reported on *Willamette Manor Park* and visits it daily and looks fantastic. The police crime team tape seems like it has kept the children out of the new plants, which looks fantastic. The park is mowed and the leaves are picked up. The *Palma Ciea Park* looks good and is easy to get to. *Keizer Rapids Park* is gorgeous and has a sign missing that was by the portal potties. She complimented on Juan Aleman's amazing and hard work in the park.
 - **All: Keizer Rapids Park**
- c. Fence Issue around Ben Miller Park**
- Chair Hamilton** shared that prior to the Parks Advisory Board Tour, there was a recommendation for a fence and tabled the conversation so members could visit the site.
- Robert Johnson reported on conversations about wanting to make sure that children aren't running into traffic and the higher speed traffic on Alder. His concern is that if a fence is only on one side of the street, what is to keep the children from running to the other side of the park and then run into the street. The park is a major pass-through for children when leaving school. It's also a common place for parents to pick up children as an overflow pickup site.
- Robert Johnson stated that there are two types of fences being considered are a four-foot tall wrought iron-looking fence and a four-foot tall chain link, which doesn't hold up well in high traffic areas and gets beat up really fast. If they fence off Alder, there would be no way to get City vehicles in the park unless they added gates. He stated that the Board could vote on how to proceed with the fence situation and there's no attached timeline.

Councilor Kohler is the Council Liaison for the Southeast Keizer Neighborhood Association, which is where Ben Miller Park is located. He conducted a survey on Facebook and most people said that they didn't want it. He attended their meeting, and it was unanimous that they didn't want the fence there.

Lisa Cejka stated that it used to feel like a fence and suggested a couple of boulders at the entrance. Mike Pantalone suggested that this could give a false sense of security.

Chair Hamilton suggested that we have a discussion on this if it becomes a problem in the future.

5. STAFF REPORT

Robert Johnson reported that the Wallace House Park clean-up went great and expressed his appreciation to everyone. They are working on keeping up with the leaves removal.

The soccer fields had a bid opening for the Keizer Rapids park and we received 14 bids. The unofficial low bid came in under budget and will go before Council on December 4th.

Interviews are scheduled at the end of the month for a weekend, Park's position.

They completed another planting project along Claggett Creek. They scrubbed it down and added some new natives towards the north end of the park.

Keizer Rapids Park has a camping issue, and they've been working with them. Most of the camp has been removed, and staff will begin clean-up tomorrow.

Juan Aleman from the Storm Water Division has been helping this year and will hopefully return next summer.

6. COUNCIL LIAISON REPORT

Councilor Kohler reported on the bid opening. Two bids were within \$2,000.00 of each other as low bids. We may be able to use \$500,000.00 from System Development Charges. This is encouraging because they may be able to do more than planned.

Robert Johnson clarified when the docks are removed. The docks are usually pulled in the fall when the river rises about 13 feet, which is when the docks are floating. The salmon, from the salmon eggs at City Hall, are doing really well and the salmon have hatched. They will be released, but the location hasn't yet been determined.

Robert Johnson reported on the pickleball, which is in a post-tension set of plans from an engineer.

**7. OTHER
BUSINESS**

The Committee received an email from Matt Lawyer about his absence tonight and expressed appreciation to Robert Johnson, the Waterford Garden, the new pollinator garden at Wallace House Park, and appreciated all of the volunteers.

**a. Board Member
Reporting to
Council: David
Louden, Monday
November 20,
2023**

David Louden will report to the Council on November 20th.

**b. Potential
Cancellation of
December 12,
2023 Meeting.**

The next meeting will be December 12th.

8. ADJOURNMENT

Meeting adjourned: 6:34 p.m.

**9. NEXT MEETING:
December 12th or
January 9th?**

Minutes approved: _____

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Position #	Keizer Parks Advisory Board - 2023 ASSIGNMENTS						
	Updated: November 21, 2023						
	Member	Address/Phone/E-Mail	Appnt	Exp	Council Rpt	Park Assignment*	Park Report
1	Tanya Hamilton CHAIR		2019	12/25	December	Country Glen	Jan-Mar-May-July Sept-Nov
						Mike Whittam	
2	Mike Pantalone		2019	12/25	February	Sunset	Feb-Apr-Jun-Aug-Oct-Dec
						Bob Newton	
3	Gwen Carr		2021	12/25	March	Claggett Creek	Jan-Mar-May-July Sept-Nov
						Miller	
4	Clay Rushton		2019	12/26	April	Bair	Feb-Apr-Jun-Aug-Oct-Dec
						Hidden Creek	
5	David Louden		2012	12/26	May October	Wallace House	Jan-Mar-May-July Sept-Nov
						Meadows	
6	Bob Shackelford		2021	12/26	August	Keizer Little League	Feb-Apr-Jun-Aug-Oct-Dec
						Northview	
7	Katie Brady		2022	12/24	July	Ryan J. Hill	Jan-Mar-May-July Sept-Nov
						Northridge	
8	Matt Lawyer		2016	12/24	January June	Chalmers-Jones	Feb-Apr-Jun-Aug-Oct-Dec
						Clearlake	
9	Lisa Cejka VICE CHAIR		2022	12/24	September Parks Tour November	Palma Ciea	Jan-Mar-May-July Sept-Nov
						Willamette Manor	
Dan Kohler, Council Liaison kohlerd@keizer.org		Robert Johnson, Staff Liaison 503-856-3569 JohnsonR@keizer.org			Dawn Wilson, Deputy City Recorder 503-856-3418, wilsond@keizer.org		

* All members share Keizer Rapids Park assignment.

Position #	Keizer Parks Advisory Board - 2024 ASSIGNMENTS to be Made						
	Updated: November 21, 2023						
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6	Bob Shackelford		2021	12/26	August		Feb-Apr-Jun- Aug-Oct-Dec
7	Katie Brady		2022	12/24	July		Jan-Mar-May- July Sept-Nov
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