



**Keizer RIVERR**  
**(Regional Intergovernmental Visions Enhancing River Resources)**  
**Task Force Meeting**  
**Minutes**

**Wednesday, May 19, 2004 at 5:30 p.m.**  
**Keizer City Hall ~ Conference Room B**

**1. Call to Order:**

Chair Richard Walsh called the meeting to order at 5:45 pm.

**2. Roll Call:**

Roll call was taken as follows:

**Present:**

Richard Walsh, Chair  
Mark Brown, Willamette Navigator  
Hersch Sangster, Keizer Bikeways  
Janet Carlson, Marion County Commissioner  
(arrived 6:47 pm)  
Clark Williams, Keizer Parks Board  
(arrived 6:50 pm)  
Ron Campbell, Oregon Parks  
Mike Kirby, Citizen-at-Large  
Tanya Beard, Marion County Public Works

**Absent:**

Kasia Quillinan  
Christine Jones, Keizer Chamber of Commerce  
Darrell Monk, Citizen-at-Large

**Also attending:**

Nate Brown, Community Development Director  
Rob Kissler, Public Works Director  
Debbie Lockhart, Recording Secretary

**3. Approval of Minutes ~ April 21, 2004**

Mike Kirby moved to approve the minutes from the April 21, 2004, meeting. Tanya Beard seconded. The motion passed unanimously as follows:

AYES: Walsh, Brown, Sangster, Carlson, Williams, Campbell, Kirby and Beard (8)

NAYS: None (0)

ABSENT: Quillinan, Jones and Monk (3)

ABSTENTIONS: None (0)

**4. Appearance of Interested Citizens ~ None**

**5. Old Business/New Business**

- ❖ **Budget** ~ Mark Brown explained that the committee needed to come up with a list of immediate needs, a "Wish List". It would need to follow a sequential order and be

segmented out into individual projects to facilitate possible funding for those individual items. Nate Brown suggested using the Work Plan as a starting point to determine needs. Rob Kissler pointed out that City staff was capable of preparing basic park Master Plans if that would be acceptable to Oregon State Parks. Ron Campbell responded that a consultant would not be required by Oregon State Parks for development of the Master Plan and OSP could provide the City with a basic outline of what they would expect to see in a Master Plan. Janet Carlson pointed out the various printing costs that would be necessary associated with outreach, possible legal fees, easement purchases, etc. Mark Brown expressed the belief that the budget should be established for an 85-acre park rather than waiting to see if additional land will be included in the park.

It was agreed that Council approval should be requested before the actual grant application is submitted. A request will be made to put it on the June 7 City Council agenda.

Richard Walsh, Mike Kirby, Mark Brown, Janet Carlson and Nate Brown volunteered to serve on the Budget Workgroup. They agreed to develop a proposed budget to present at the June 16 meeting in order to have it finalized in time to apply for the RTCA grant. They agreed to meet June 8 at Marion County 11:30 to 1, Fourth Floor.

Mark Brown stressed the importance of completing the budget quickly in order to have the numbers available when the federal government reaches the end of its fiscal year and is trying to find recipients for unspent federal funds.

- ❖ ***Name of Project*** ~ After a brief review of the area in question by Chair Walsh, Committee agreed to call the proposed park "Keizer Rapids". City staff will present a request for approval of the name at the June 7 City Council meeting.

Mark Brown moved to name the proposed park "Keizer Rapids". Mike Kirby seconded.

The motion passed unanimously as follows:

AYES: Walsh, Brown, Sangster, Carlson, Williams, Campbell, Kirby and Beard (8)

NAYS: None (0)

ABSENT: Quillinan, Jones and Monk (3)

ABSTENTIONS: None (0)

- ❖ ***\$2500 Graphic Design*** ~ Mark Brown reported that there is \$2500 available from BLM to be used for outreach. This would include graphic design. It would not include cost of printing, but specifically would include the design aspect. Committee discussed design concept, and considered possible graphic artists that could be approached. Richard Walsh and Janet Carlson agreed to get bids for a two color logo and assistance with marketing documents. It was agreed that a decision should be made at the July meeting.

- ❖ **RTCA Grant** ~ Mark Brown reported that RTCA grants provide technical assistance. He suggested that the committee should request technical assistance for help in the public involvement aspect of the park as well as some assistance in formulating a Master Plan for the park. Mark suggested that he and Richard work on this grant and forward it to city staff to put the document together and submit. Committee agreed that this was a good idea. This request would also be submitted to Council at the June 7 meeting.

Mark Brown continued that RTCA has struck a deal with the American Society of Landscape Architects to do pro bono assistance work to help local communities. He noted that if RTCA comes through, the next logical step would be to follow up with a request for help from ASLA.

- ❖ **Circulation of "Timekeeper"** ~ Committee members were asked to fill in the blanks next to their names with the estimated amount of time they have spent on this project. This information is needed when applying for grants. It was agreed that this document would be circulated periodically at meetings so that the information would be available as needed.
- ❖ **Report from Outreach Committee (Q & A)** ~ Janet Carlson reviewed the Outreach documents including the question & answers document. She encouraged everyone to contribute any additional questions. Members agreed to review the document on their own and forward their suggestions to Recording Secretary for compilation and submittal at the next meeting.
- ❖ **Multi-use Path (Transportation Enhancement Grant proposal)** ~ Nate Brown reported that the Salem-Keizer Area Transportation System area can submit four projects for consideration as the statewide transportation money is distributed throughout the state. He suggested submitting the concept of a multi-use path to connect the park to the transportation system. In order to proceed, a concept needs to be developed along with an estimated cost; then application would be submitted for the grant. This concept needs to be settled on by mid June. Tanya Beard noted that the North Santiam Work Group has been working on a trail for some time, and they have a budget. She added that she would try to contact someone there for that information. Mark Brown suggested going to the T-21 website to find projects for Oregon along with the related budgets that might be useful in formulating this project budget. Discussion continued on details on of the trail and the grant. Responding to concerns about specifics in the grant writing, Mark Brown suggested generalized writing such as "We have so many wonderful options in front of us, we are still integrating with the community to determine which one is the best." Nate Brown stated that he would work on the grant and e-mail the concept to members when he gets it figured out, but encouraged members to contribute their thoughts as well. Committee members agreed by consensus to support Nate's efforts in pursuing this grant.

- ❖ **Other New Business** ~ Richard Walsh invited members to participate in the Willamette Day Weekend on July 10 and 11, when there would be a float trip scheduled on the Willamette River. He encouraged anyone interested to call the Willamette River Keeper to register.

Janet Carlson distributed Marion County Recommended Budget for review. Additionally she invited everyone to the Marion County Fair and distributed flyers with discount coupons.

- ❖ **Trust for Public Lands Report** ~ Richard Walsh reported that activity continues but there is nothing to report at this time.

- ❖ **Next Meeting** ~

Next meeting is scheduled for Wednesday, June 16, 2004, 5:30 pm.

## 6. Adjourn

Meeting adjourned at 7:16 pm.