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To provide oral comments via electronic means, please contact the City Recorder's Office no later than 2:00 p.m. on the day of the meeting. Most regular City Council meetings are streamed live through www.KeizerTV.com and cable-cast on Comcast Channel 23 within the Keizer City limits.



KEIZER PARKS & RECREATION ADVISORY BOARD
AGENDA

Tuesday, January 14, 2025, 6:00 PM
Robert L. Simon Council Chambers

1. **CALL TO ORDER**
2. **ELECTION OF CHAIR & VICE CHAIR**
3. **APPROVAL OF MINUTES**
 - a. December 2024
4. **APPEARANCE OF INTERESTED PERSONS**
5. **MATCHING GRANT APPLICATION**
 - a. Gold Star Families Memorial Monument ~ asking Parks Board for \$10,000
6. **NEW/OLD BUSINESS**
 - a. **Parks Reports:**
 - Tanya Hamilton ~ Ryan J. Hill and Willamette Manor
 - Gwen Carr ~ Claggett Creek and Clearlake
 - David Loudon ~ Wallace House and Keizer Little League
 - Jill Gust ~ Hidden Creek and Northridge
 - Lisa Cejka ~ Palma Ciega and Sunset
 - All ~ Keizer Rapids Park
7. **REASSIGNMENT OF PARKS FOR MEMBER REPORTS**

a. See attached lists.

8. STAFF REPORT

9. COUNCIL LIAISON REPORT

10. OTHER BUSINESS

11. ADJOURNMENT

Reminder - Next Board Meeting: February 11th

“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, December 10, 2024
Keizer Civic Center

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

Present:

Matt Lawyer, Chair
Lisa Cejka, Vice Chair
Tanya Hamilton
Gwen Carr
Clay Rushton
David Loudon
Bob Shackelford

Youth Liaison Present:

Liam Stitt

Staff Present:

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

Council Liaison Present:

Councilor Kohler

Absent:

Michael Pantalone
Jill Gust

2. APPROVAL OF MINUTES

- a. October 2024** Lisa Cejka moved for approval of the October 2024 Minutes. Gwen Carr seconded. Motion unanimously passed as follows: Cejka, Carr, Rushton, Hamilton, Loudon, Shackelford, and Lawyer in favor with Gust and Pantalone absent.

- 3. APPEARANCE OF INTERESTED CITIZENS** The board consented to discuss item 4a first and would later re-visit the appearance of interested citizens because there were so many people wanting to speak on item 4a.

There were no interested persons wanting to speak.

4. NEW/OLD BUSINESS

- a. Carlson Skate Park ~ Presentation by** Parks Division Manager Robert Johnson has worked with a group of volunteers of the Carlson Skate Park having an interest in repairs to the park.

Volunteers on Possible Future Projects

Paul Willam Massey, Salem and Co-founder of KP Crew, presented a three-tiered plan for the Carlson Skate Park. He expressed appreciation for the skate park, which attracts 400,000 people from the community because it's the only safe and comfortable skate park in the area. He shared that they posted their proposed plan on Instagram and received overwhelming responses.

Mr. Massey summarized that the first proposal was for a covered structure over the bowl to protect the skateboarders from the rainy weather. They would also like lighting for the skate park because it gets dark so early during three seasons. If they had to choose one proposal, they would choose the covering.

He stated that the main purpose of adding an extension was for additional obstacles and a street section for a generic quality of life feature that a lot of other skate parks have. The park wasn't built by skate park professionals so a lot of obstacles were left out. He explained how he arrived at the estimated costs. He shared that he was personally and aggressively open to looking for grants. Mr. Massey felt that Keizer's community was special with all of the people who cared about the skate park and wanted to communicate.

Chair Lawyer complimented KP Crew on their courage to bring forward their well-thought-out, researched, and articulate proposal. He agreed that their timeline was very accomplishable. He shared options for various grants and commended the KP Crew for all of the work they had done.

Jacob Motley, Keizer, expressed the importance of having the cover and lighting of the skate park would greatly improve the quality of life for those using the skate park.

Yufan Nguida, Aumsville, responded to a question about the skate park in Wilsonville because the bowl was gray, lacked creativity, and didn't engage with skateboarding. He likes to use the Keizer because of its community and felt that all the people were an added safety measure in case of an injury. He explained how Oregon skateboarding with concrete skate parks was very different from California. He has interacted with the Deer Park folks in Salem by offering to volunteer to make improvements, but they were not very receptive to the ideas.

Carson Mays, Salem, expressed his appreciation of the Keizer Parks and Recreational Advisory Board and for KP Crew's work in preparing the proposal. He shared that the mini-bowl was his holy grail and that skateboarding makes for a hard-working person. He agrees that the covering was essential. He prefers to skate with the KP Crew.

Chair Lawyer commented that Mr. Johnson would do everything he could to try and help with the proposal and if KP Crew returned with a lot of money,

then the City could move forward with the plan. Chair Lawyer advised the KP Crew to not limit themselves in their vision.

- b. Update on the Gold Star Monument at Ryan J Hill Memorial ~ The City received unanimous support from the City Council for the Gold Star Monument. City Manager Adam Brown is working on the grant proposal and application for submission to the Oregon Parks and Recreation Department.** Chair Matt Lawyer shared an update on the Gold Star Monument at Ryan J. Hill Memorial. The City Manager set the September of 2025 date for it to open. The City had a donated tree-removal service, and Rotary would be removing the fountain. The grant money was coming in, and there was more talk in Oregon about starting other Gold Star Memorials.

c. Parks Reports:

Mike Pantalone ~ *Northview and Country Glen*

Clay Rushton ~ *Bair and Chalmer-Jones*

Bob Shackelford ~ *Meadows and Bob Newton*

Chair Matt Lawyer ~ *Ben Miller and Mike Whittam*

All ~ Keizer Rapids Park

Clay Rushton reported that *Bair* and *Chalmer-Jones* looked great with no issues. The pickleball courts look great in Keizer Rapids Park.

Bob Shackelford reported that everything looked good at *Meadows and Bob Newton*. He shared that a widow-maker was reported in one of the trees, and Mr. Johnson reported the next day that it was removed. The pickleball courts are awesome and very nice with the wind sails around them. He had been playing quite a bit on the pickleball courts.

Chair Matt Lawyer reported that *Ben Miller* had quite a few kids playing.

All ~ Keizer Rapids Park - Lisa Cejka reported that there was a lot of use at the pickleball courts, and the wind-barriers seemed to help all the players. The whole park, the amphitheater, and the paths looked great and were well-maintained. She saw that the camera project was completed.

Liam Stitt shared about his trip to Mt. Tabor Park in Portland where he met a woman who told him about an organization called Quiet Parks International. Their mission was to preserve the quietness in the world and that noise pollution was all around us. Mt. Tabor received an official Quiet Park Award. He spoke about the testing of noise and how folks could nominate any park they wanted so that an assessment would be conducted in an effort to receive the Quiet Park Award.

5. STAFF REPORT

Parks Division Manager Robert Johnson shared that the Mike Whittam Park looks good and that staff removed a very large tree limb. Staff was essentially wrapped up for the leaf season. Staff has been winterizing the drinking fountains, and they removed the boarding floats on the Willamette River. The contractor installed the last parks' camera today to hopefully solve crime with the data.

**6. COUNCIL
LIAISON REPORT**

Councilor Daniel Kohler shared about a driver who did some cookies at the turf fields, and they were found because of a park's camera.

7. OTHER BUSINESS

- a. Parking Issue at the Keizer Little League Park ~ See paragraph 3(H) in the attached contract

There have been continued parking issues at Keizer Rapids Little League Park with people parking on the bike lane when there were big tournaments. The contract states that the manager (For the Love of the Game) was responsible for maintaining the parking for scheduled events.

The Parks Board has no authority over the contract or enforcement issues, and the problem doesn't lie within a park.

Councilor Kohler shared that he attended the Traffic Safety, Bikeways and Pedestrian (TSBP) meeting where they just wanted more parking spaces paved and striped. He explained that if there was paving and striping, there would probably be less parking because of all the engineering.

The board's understanding was that this parking issue would be a TSBP item for them to handle. Discussion ensued about creating another access from Mike Whittam Park, but the parking was owned by the church.

Chair Lawyer shared the Most Transformative Award for Keizer Rapids Park from Travel Salem for the dedicated City staff, volunteers, and past and present council members for their hard work and contributions. Mr. Lawyer complimented Mr. Johnson on his work.

Chair Lawyer reminded everyone that the annual Keizer Holiday Lights Parade would be on Saturday evening.

- b. Next Meeting: January 14, 2025

8. ADJOURNMENT Meeting adjourned: 7:27 p.m.

Minutes approved: _____

“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.”



KEIZER PARKS IMPROVEMENT MATCHING GRANT PROGRAM APPLICATION

All areas must be filled in and signed before submission.

Please submit by clicking the "Submit" button or deliver to City Hall at 930 Chemawa Road, Keizer, Attention: Dawn Wilson

Name of Organization or Individual	Address [REDACTED]
	Phone [REDACTED]
	Email [REDACTED]
Project Director	Address [REDACTED]
	Phone [REDACTED]
	Email [REDACTED]
Project Name	Proposed Park Site:
Is the project identified in the current Parks Master Plan? ☐ Yes ☐ No (example: vegetative buffer along River Road at Meadows Park)	
Estimated project start date:	Estimated project completion date:
Budget: Parks Board Matching Grant	\$
Private Cash/Materials Donations	\$
Corporate Sponsorship	\$
Labor (estimated value)	\$
Total Project Value:	\$
Will a recognition sign be required? ☐ Yes ☐ No	
Type of Project: (check all that apply) ☐ New Park Feature(s) ☐ Replacement of Existing Park Feature ☐ Park Rehabilitation	
Project Description: Describe the project for which the matching grant funds are requested including a description of labor and materials needed for completion of the project, a cost estimate for project completion if available, impact on the community, involvement of the organization itself and its volunteers. <i>Additional documentation may be attached to email that displays when "Submit" button is pressed.</i>	
*Successful applicants will be expected to follow all applicable city/state requirements/laws. *Grant recipients will be required to reapply for funds if the project is not completed by the agreed deadline.	
Signature <i>(electronic signature accepted)</i>	Date

Applications must be received by the first Tuesday of the month in order to be considered at the next Parks Board meeting (second Tuesday of each month).

Keizer Parks Improvement Matching Grant Program Application for the Keizer Gold Star Families Memorial Monument.

This project will install a Gold Star Families Memorial Monument in PFC Ryan J Hill Park. The monument will replace the current inoperable fountain with a memorial to the families that have lost a loved one in service to our country. The project is run through the Woody Williams Foundation, a non-profit organization with the purpose ensuring our Gold Star Families' sacrifice is not forgotten.

The project is funded through donations, actual and in-kind. The fountain will be removed and the area prepped with donated labor and materials. The cost of the actual monument (approximately \$55,000) will be raised through individual and organizational donations.

The fountain removal and area preparation will involve the removal of the material and vegetation in the current fountain location. Once the materials are removed, the foundation for the granite monument will be installed. The current plan will include monument lighting, six flag poles for the branches of service, a black granite bench, explanation and acknowledge plaques and the monument itself, all contained within the footprint of the current fountain.

The installation and dedication of the monument will serve as a constant reminder of our commitment to the family members left behind after the loss of their fallen service members. It will be a place of reflection and honor of their sacrifice. The City of Keizer will be an example for other cities to follow in their support of these memorials around the country.

Thank you for your consideration and support of this project.

The Keizer Gold Star Families Memorial Monument Committee

Position #	Keizer Parks Advisory Board Roster - 2024						
	3-year terms Updated: January 2, 2025						
	Member	Address/Phone/E-Mail	Appnt	Exp	Council Rpt	Park Assignment*	Park Report
1	Tanya Hamilton		2019	12/25	December	Ryan J. Hill Willamette Manor	Jan-Mar-May-July Sept-Nov
2	Mike Pantalone		2019	12/25	February	Northview Country Glen	Feb-Apr-Jun-Aug-Oct-Dec
3	Gwen Carr		2021	12/25	March	Claggett Creek Clearlake	Jan-Mar-May-July Sept-Nov
4	Clay Rushton		2019	12/26	April	Bair Chalmer-Jones	Feb-Apr-Jun-Aug-Oct-Dec
5	David Loudon		2012	12/26	May October	Wallace House Keizer Little League	Jan-Mar-May-July Sept-Nov
6	Bob Shackelford		2021	12/26	August	Meadows Bob Newton	Feb-Apr-Jun-Aug-Oct-Dec
7	Jill Gust		2022	12/27	July	Hidden Creek Northridge	Jan-Mar-May-July Sept-Nov
8	Matt Lawyer CHAIR		2016	12/27	January June	Ben Miller Mike Whittam	Feb-Apr-Jun-Aug-Oct-Dec
9	Lisa Cejka VICE CHAIR		2022	12/27	September Parks Tour November	Palma Ciea Sunset	Jan-Mar-May-July Sept-Nov
Dan Kohler, Council Liaison kohlerd@keizer.org		Liam Stitt – Youth Liaison (non-voting) 2024/25 School Year		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.

Parks to Reassign for 2025:

PARK	MEMBER
Ryan J. Hill	
Willamette Manor	
Northview	
Country Glen	
Claggett Creek	
Clearlake	
Bair	
Chalmer-Jones	
Wallace House	
Keizer Little League	
Meadows	
Bob Newton	
Hidden Creek	
Northridge	
Ben Miller	
Mike Whittam	
Palma Ciega	
Sunset	