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

1. **CALL TO ORDER**
2. **APPROVAL OF MINUTES**
 - a. August 2025
3. **APPEARANCE OF INTERESTED PERSONS**
4. **MIG CONSULTANT ~ PAVILLION CONVERSATION FOR KEIZER RAPIDS PARK**
 - a. Memorandum from MIG, Inc.
5. **PARKS REPORTS**
 - a. Tanya Hamilton ~ Hidden Creek | Northridge
Gwen Carr ~ *Claggett Creek* | *Keizer Little League*
David Louden ~ Wallace House | Ben Miller
Jill Gust ~ Willamette Manor | Meadows
Lisa Cejka ~ Palma Ciea | Sunset
All ~ Keizer Rapids Park
6. **NEW/OLD BUSINESS**
 - a. Parks Fund Capital Improvement Plan ~ Feedback Requested
 - b. 2026 Meeting Dates Taken by Other Committees:
 1. May 12, 2026 is a Budget Committee meeting. The May meeting has been canceled the last two years.

- Cancel the meeting or select a different date?
- Available dates: May 5th (Tues), May 20th (Wed), and May 26th (Tues)

2. September 8, 2026 is a Council meeting. The September meetings usually are canceled

because of the Parks Tour (Sept. 14th)

- Cancel the meeting?
- Available dates: Sept. 1st (Tues) or Sept. 22nd (Tues)

7. **STAFF REPORT**

8. **COUNCIL LIAISON REPORT**

9. **MEMBER REPORTING TO COUNCIL: MIKE PANTALONE - OCTOBER 20TH AT 6PM**

10. **NEXT MEETING: DECEMBER 9TH (NOVEMBER MEETING WAS CANCELLED BECAUSE OF VETERAN'S DAY HOLIDAY)**

11. **ADJOURNMENT**

“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, August 12, 2025
Robert L. Simon Council Chambers

- 1. CALL TO ORDER** CALL TO ORDER – Chair Matt Lawyer called the meeting to order at 6:01 p.m. Attendance was noted as follows:

Present:
Matt Lawyer, Chair
Lisa Cejka, Vice Chair
Michael Pantalone
Clay Rushton
David Louden
Jill Gust

Youth Liaison Present:
Liam Stitt

Staff Present:
Robert Johnson, Parks Division Manager
Dawn Wilson, Deputy City Recorder

Council Liaison Present:
Councilor Parsons

Absent:
Gwen Carr
Tanya Hamilton
Bob Shackelford

Council Liaison Absent:

2. APPROVAL OF MINUTES

- a. July 2025** Chair Lawyer recognized Parks Division Manager Robert Johnson for his birthday and hard work.

Lisa Cejka moved for approval of the July 2025 Minutes. Jill Gust seconded. Motion unanimously passed as follows: Cejka, Pantalone, Rushton, Louden, Lawyer, and Gust in favor and Carr, Hamilton, and Shackelford absent.

- 3. APPEARANCE OF INTERESTED PERSONS** There were no interested persons.

4. NEW/OLD BUSINESS

- a. Parks Tour (a List of Previously Toured Parks is attached) ~** The Committee discussed which parks to tour this year. There was a consensus to tour the following parks on Monday, September 8th:
1. Keizer Rapids Park - tour would start at Keizer Rapids Park.

**Choose the 2025
Parks to Visit**

- 2. Wallace House Park
- 3. Bob Newton Family Park

**b. City Council
Requested
Discussion on the
usage,
regulations
related to time,
manner, and place
for E-bikes & E-
scooters in the
parks ~ see Guide
& Bike Laws**

Councilor Parsons shared about new e-bikes speeding and traveling 35 miles per hour in the parks because this was brought to the City Council due to safety issues. The context was about issues at the Keizer Rapids Park.

City Manager Adam Brown shared that staff researched the e-bikes and one of the documents in the packet was from the Oregon Department of Transportation, which covered the classifications, definitions, state law, and regulations. Another document in the packet was from the City Attorney and included the City of Keizer Code provisions.

Mr. Brown said that the City does have resources for the police officers to enforce the e-bikes by educating folks when they were called if they were not on an urgent call. Mr. Brown said there was discussion by the Council about having e-bikes on the roadway instead of the sidewalk. It was noted that the Traffic Safety, Bikeways and Pedestrian Committee would also be having a discussion on this issue.

It was noted that there were no signs on the paths. Discussion ensued about the speeds and if the Council wanted to install signs. It was suggested to install a sign with a QR code to view the regulations for e-bikes.

The board members recommended that it was really important for the City to provide education. Mr. Brown commented that police enforcement would almost always start with education.

Councilor Parsons would like to see a large e-bike board be posted with the maximum miles per hour and ask visitors to be respectful of others on the pathways.

5. PARKS REPORTS

**a. Tanya Hamilton ~ Hidden
Creek | Northridge**

Mike Pantalone reported that *Northview* looked really nice and was well-mowed | *Country Glen* looked like there was one dead tree that was recently planted, and there was a gopher issue.

**Mike Pantalone ~
Northview | Country Glen**

Clay Rushton reported that *Clearlake* and *Bair* looked great. *Bob Newton* looked great, and the playground equipment has been updated.

**Clay
Rushton ~ Clearlake | Bair**

**Bob Shackelford ~ Bob
Newton | Mike Whittam**

Chair Matt Lawyer reported that *Ryan J. Hill* looked good, the foundation was set, and the final monument payment was made. It was hoped that the monument would arrive by Veteran's Day. There would be a Home Depot grant for a minimum of \$18,000. There was only a \$3,500 shortage for the poles. *Chalmer-Jones* had youth who

Chair Matt Lawyer ~ Ryan

J. Hill | Chalmer-Jones were behaving themselves and self-policing, probably because of the KP Crew being there. Chair Lawyer attributed the majority of the
All ~ Keizer Rapids Park successful grant to his friend Matt Zack.

Lisa Cejka said that *Keizer Rapids Park* looked fantastic, and there was a lot of work by the volunteers clearing out overgrowth. The Big Toy clean up and paint work looked great. The memorial plaque at *Palma Ciea Park* looked fantastic.

Liam Stitt reported that the Big Toy maintenance work was fun at *Keizer Rapids Park*. He helped sand and paint the fire truck, which his father had participated in many years ago.

Liam Stitt shared that he was helping pour the concrete for the trash can container project at *Keizer Rapids Park*. There was an issue replacing one of the containers that was near an electrical line. Mr. Johnson shared that the container was installed nearby.

6. STAFF REPORT Parks Division Manager Robert Johnson shared that staff made the repairs to the Big Toy, and there were still opportunities to order at least 10 more pickets. There was room for over 100 pickets to be purchased.

Mr. Johnson shared that Phase II of the Keizer Rapids Park included Americans with Disabilities Act (ADA) parking and connecting sidewalks from the playground to the sports court, many of the picnic table areas, and to Manbrin Drive.

For October's meeting, Mr. Johnson provided the Parks Fund Capital Improvement Plan and asked for feedback or additional priorities that should be included.

The City's consultant, MIG, who previously helped with the Parks Masterplan, would be attending the October meeting so they could receive input from the Parks Recreation and Advisory Board and provide an update on the pavilion conversation for Keizer Rapids Park.

Mr. Johnson provided an update on the turf fields at Keizer Rapids Park that was currently in Phase II. The utilities have been installed, the restrooms and concession were being constructed, the slab was being re-poured and sidewalks were being poured that would connect East to West over to the existing multi-use path to the East. The paving of the parking lot would be in Phase III.

7. COUNCIL LIAISON REPORT Councilor Marlene Parsons shared that part II of the Big Toy painting would occur on Saturday, September 13th, and the park would be closed. There were enough volunteers, but folks were welcome to observe and bring beverages. The fall protection patch was repaired.

Councilor Parsons would be meeting with the pickleball people to obtain their wishlist and see what they want to do with the parks grant.

Councilor Parsons attended the National Night Out at Bob Newton Park and observed kids on the play structure who fell and just got right back up on the structure and had a great time.

Councilor Parsons shared that the City Council voted no on having anything on the corner of Lockhaven and McLeod.

Councilor Parsons shared that Greeters were held on the community fields. She shared that there was a conversation about installing locking gates to retrieve the balls, so kids wouldn't be climbing the fence.

8. MEMBER REPORTING TO COUNCIL: Clay Rushton on August 18th - 6pm

Clay Rushton would report to Council on August 18th.

9. NEXT MEETING: Monday, September 8th - 6pm - Parks Tour!

10. ADJOURNMENT Meeting adjourned: 6:55 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.”

memo portland

to **Bill Lawyer and Robert Johnson, City of Keizer**

from **Lauren Scott and Ryan Mottau, MIG, Inc.**

re **Keizer Rapids Park Pavilion Concept – Project Update and Discussion**

date **10/7/2025**

Background

The Keizer Rapids Park Pavilion Concept project began in December 2024 with the goal of exploring a high-level, visionary concept for a future pavilion or permanent shelter at Keizer Rapids Park. The process was designed to start broadly—without limiting ideas—to ensure that community input could shape the direction of the project before any specific design decisions were made.

Community Engagement to Date

To reach to broadest cross section of the community, the project’s outreach schedule was aligned to coincide with KeizerFEST in May 2025. A pop-up booth at the event invited attendees to share feedback on several potential facility types, uses, and amenities through an interactive poster exercise. While participants were generally supportive of the pavilion concept, no single preferred use emerged among options such as everyday use, private event rentals, community gatherings, fitness activities, sports courts, or meeting spaces.

In addition to the pop-up at KeizerFEST and the workshop, City staff also circulated the same outreach questions and materials to various neighborhood associations and City committees. While sports courts did not receive as much positive feedback, results largely mirrored prior outreach feedback.

For a more in-depth conversation, the Project Team hosted an in-person workshop with community leaders representing user groups, Neighborhood Associations, and other organizations. Fourteen participants provided thoughtful input about desired activities, features, and the overall scale of the facility. Again, enthusiasm was high for a variety of uses, and a clear consensus on a single vision did not emerge. Attendees raised thoughtful questions about the potential facility’s scale, design, and long-term use.

Overall, feedback has shown broad support for a flexible and multi-purpose facility, coupled with important questions about long-term operations,

maintenance, and logistics. The questions and comments from community leaders, along with the activity interests from the broader community, shaped the Facility Comparison Matrix

What's Included in the Packet

In response to the diverse input received, the Project Team developed the Keizer Rapids Park Facility Comparison Matrix. This tool compiles relevant facilities from other communities and summarizes key features, amenities, and the potential space a new facility might occupy. The matrix is intended to support a more focused discussion by providing real-world examples that reflect the range of ideas heard through community outreach. Also included is the tabulation of responses to the pop-up exercise.

Purpose of the October 14 Meeting & Next Steps

During the October 14 meeting, the Project Team will:

- Review the community engagement process and feedback received to date.
- Facilitate a discussion using the Facility Comparison Matrix as a guide.
- Work with the Board to start defining changes to the Keizer Rapids Park Master Plan to accommodate a potential future building, indicating location, size/scale and a general description of desired uses. These changes do not need to be decided at this meeting.

The outcome of this discussion will help shape a recommended concept for the facility. Staff will return to the Board in November to seek a formal recommendation to City Council on a preferred concept.

Attachments:

1. Keizer Rapids Park Facility Comparison Matrix
2. Tabulation of Community Engagement Results and Outreach Materials



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Parks Fund Capital Improvement Plan

26-27

- Replace Playground at Country Glen Park and relocate away from street, add swings and include ADA functions
 - Replace 2020 Zero turn mower
 - Purchase Gator/UTV for KRP and trade in our 4-wheeler
 - Replace 2007 F-250
- \$525,000**

27-28

- Pathway resurfacing project throughout Parks to remain ADA compliant
 - Retro-fit Boarding Floats at KRP Marine Facility to remain ADA compliant (15 years old)
 - Replace 2022 zero turn mower
 - Resurface Dog Park Parking lot and walkway to remain ADA compliant
 - Replace fall protection top coat at The Big Toy to remain ADA compliant
- \$525,000**

28-29

- Connect pavement from the end of Chemawa Rd. to Disc Golf Parking Lots
 - Construct trail along Creek at Claggett Creek Park allowing ADA access
 - Add Nature Play throughout Parks System wide
 - Construct new Picnic Shelter East of Boat Ramp at KRP with ADA functions
 - Replace 2002 Ford Ranger with new F-150
- \$550,000**

Keizer Public Works Department is a professional, dedicated team that proudly serves the community by effectively and efficiently building, operating and maintaining quality, safe and secure public facilities.

29-30

- Replace Play Structure at Wallace House Park including ADA functions
 - Update/ Retro-fit Wooden Bridge at Ryan J. Hill Memorial Park
 - Resurface Tennis Court at Willamette Manor (top coat only)
 - Construct additional Parking North of Boat Ramp Parking Lot
- \$525,000**

30-31

- Skate Park Maintenance to include crack repair, coping repair and replacement, grind and polish rough surfaces (Monitoring volunteer efforts)
 - Construct new Picnic Shelter at Wallace House Park with ADA functions
 - Replace aging Picnic Shelters at Bob Newton, Willamette Manor, Country Glen
 - Construct new ADA Viewing Platform at KRP along the River Trail
 - Resurface Pickleball Courts
 - Purchase Dump Trailer
 - Replace 2025 zero turn mowers
- \$600,000**

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