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KEIZER PARKS & RECREATION ADVISORY BOARD
AGENDA

Tuesday, January 13, 2026, 6:00 PM
Robert L. Simon Council Chambers

1. **CALL TO ORDER**
2. **ELECTION OF CHAIR & VICE CHAIR**
3. **APPROVAL OF MINUTES**
 - a. **December 2025**
4. **APPEARANCE OF INTERESTED PERSONS**
5. **PARKS REPORTS**
 - a. **Tanya Hamilton ~ Meadows | Hidden Creek**
Gwen Carr ~ Claggett Creek | Chalmers-Jones
David Louden ~ Ben Miller | Northridge
Jill Gust ~ Northview | Mike Whittam
Lisa Cejka ~ Palma Ciea | Sunset
All ~ Keizer Rapids Park
6. **OTHER BUSINESS**
 - a. **Gold Star Dedication in February**
 - b. **Parks Board Master Plan ~ Discussion on Updating the Plan at the January 20th City Council Meeting**
7. **STAFF REPORT**
8. **COUNCIL LIAISON REPORT**

9. **MEMBER REPORTING TO COUNCIL: JILL GUST ON JANUARY 20TH (TUESDAY) AT 6PM**
10. **NEXT MEETING: FEBRUARY 10TH**
11. **ADJOURNMENT**

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MINUTES
KEIZER PARKS & RECREATION ADVISORY BOARD

Tuesday, December 9, 2025

Robert L. Simon Council Chambers

- 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
Bob Shackelford

Youth Liaison Present:

Liam Stitt

Staff Present:

Dawn Wilson, Deputy City Recorder

Staff Absent:

Robert Johnson, Parks Division Manager

Absent:

Jill Gust
Michael Pantalone
David Loudon

Council Liaison Present:

Councilor Parsons

2. APPROVAL OF MINUTES

- a. October 2025** Tanya Hamilton moved for approval of the October 2025 Minutes. Lisa Cejka seconded. Motion unanimously passed as follows: Cejka, Carr, Rushton, Hamilton, and Lawyer in favor with Gust, Pantalone, Shackelford, and Loudon absent.

3. APPEARANCE OF INTERESTED PERSONS

Tim Rogers, Keizer, shared an idea to have an "Adopt a Pot" in the Keizer Rapids Park. His idea was to have local businesses sponsor pots and plant in them to add beautification to the park. He would talk with businesses to sponsor the pots and have the name of their businesses on over 29 pots. He thought visitors could vote on their favorite pot at the KeizerFEST.

Clay Rushton suggested that this idea could be shared with an Eagle Scout Project. Liam Stitt commented that he would talk with Parks Division Manager Robert Johnson about an Eagle Scout Project. Lisa Cejka had a concern about water not being available.

Chair Lawyer commented on the upkeep that would be needed and

suggested that Mr. Rogers talk with Mr. Johnson about any provisions in the parks' rules, such as naming the pots. The members agreed that they liked Mr. Roger's idea.

David Philbrick, Keizer, shared how he was concerned about modifying the beauty of the parks and wanted to talk about the Parks Master Plan. Chair Lawyer cautioned him on this potential land use item. It was noted that he could share his concerns, but there shouldn't be any discussion. Mr. Lawyer invited him to attend the City Council and Town Hall meetings and noted that the consultants would be there to receive comments from the community.

Mr. Philbrick shared an opinion about wanting to retain the natural beautification of the parks and felt that a pavilion or building was not needed in Keizer Rapids Park. He was concerned about modifying the Parks Master Plan to facilitate construction of a large and enclosed structure in the park. He felt that the Keizer community needed open space with room to gather with others and to play. He had concern over having a large enclosed structure when the focus would be on monetizing facilities within the park and commented that those areas were not generally open to the public, which diminishes the size and quality of the park.

Cathey Philbrick, Keizer, shared that it was crucial to protect the natural beauty of Keizer Rapids Park, and the natural beauty was fundamental in sustaining mental health. She felt that if a building were added, it would be a safety issue by blocking the view from watching children in their play area. She also had concerns about the traffic that a building would draw and interfere with safety for the citizens. She noted that the Willamette River floods each year, which already makes a portion of the park unusable during certain periods, and adding a building would further reduce the amount of accessible park space. She felt that businesses should build on River Road or with other businesses, and it was not right for a structure to be built where the land was free.

Lisa Cejka read a letter regarding the Peggy and Jerry Moore Community Gardens that expressed appreciation of the Parks Recreation and Advisory Board, and it had always been supportive of the Community Gardens. The community was encouraged to use herbs, along with the fresh vegetables. Ms. Moore provided herb seasonings for the volunteer members.

4. PARKS MATCHING GRANT

a. Disc Golf Course Improvement Project at Keizer Rapids Park ~ Submitted by

Chair Lawyer invited the applicant and other persons to speak about the Matching Grant Application project.

Patrick Erickson, Secretary of the Capital City Disc Golf Club, asked for matching grant funds to improve the Disc Golf Course in Keizer Rapids Park

**Marshall Dunst
(Total Project
Value: \$11,320)**

and shared the past improvements they've made. Marshall Dunst and Brice Waters were also present. They were asking for funds to add a second set of baskets. He commented on how they removed some invasive species to increase safety without having blind spots from the overgrowth. He noted that last year, they had about 31,000 rounds of games.

Shawn Kingmen shared that the communication was much better regarding the removal of invasive while being careful leaving native species.

Mr. Erickson commented that the total value of \$11,320 included two other small projects to add a walkway for Hole 11, along the hillside, and add navigation markers for safety around the Disc Golf Course.

Lisa Cejka moved to approve this Parks Matching Grant for the Capital City Disc Golf Club, an Oregon nonprofit. Seconded by Clay Rushton.

Chair Lawyer made a friendly amendment to state "not-to-exceed \$4,000." Agreed to by the mover. Seconded by Clay Rushton. Motion unanimously passed as follows: Cejka, Carr, Rushton, Hamilton, and Lawyer in favor with Gust, Pantalone, Shackelford, and Loudon absent.

5. PARKS REPORTS

- a. Mike Pantalone ~ Northview | Country Glen** **Clay Rushton** reported that both *Clearlake* and *Bair* parks look good and had no issues.
- Clay Rushton ~ Clearlake | Bair** **Chair Matt Lawyer** reported *Chalmer-Jones* was busy as usual even with the rain and colder weather. Chair Lawyer provided an update on *Ryan J. Hill* about the additional work to install the flag pole bases. He shared that Salem Electric provided the labor and some of the materials for free for the flag pole and monument lights. Salem Concrete did the grading. The dedication would be on February 7th.
- Bob Shackelford ~ Bob Newton | Mike Whittam** The monument should be delivered in January.
- Chair Matt Lawyer ~ Ryan J. Hill | Chalmer-Jones**
- All ~ Keizer Rapids Park** **Lisa Cejka** shared how *Keizer Rapids Park* was excellently maintained and had the best trash can holders.
- Liam Stitt** shared how much fun he and his peer Eagle Scouts had installing the trash can holders in *Keizer Rapids Park*.

- 6. NEW/OLD BUSINESS** Chair Lawyer asked the members to choose their parks for the 2026.

- 7. STAFF REPORT** There was no staff report.

- 8. COUNCIL LIAISON REPORT** Councilor Marlene Parsons shared that the Keizer Little League contract that was appealed had no merit, and the contract should be before the Council on December 15th. Councilor Parsons shared that the City Council wanted more input from the citizens about the potential pavilion in Keizer Rapids

Park. There would be Town Halls to collect comments and written testimony from the community. She shared that Public Works Director Bill Lawyer was retiring, and the recruitment was in progress.

9. MEMBER REPORTING TO COUNCIL: Lisa Cejka on December 15th at 6pm

Lisa Cejka and Liam Stitt would be reporting to Council on December 15th.

10. NEXT MEETING: January 13th

It was noted that the next meeting would be on January 13, 2026.

11. ADJOURNMENT

Meeting adjourned at: 7:04 p.m.

Minutes approved: _____

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