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KEIZER PARKS & RECREATION ADVISORY BOARD **AGENDA**

Tuesday, April 9, 2024, 6:00 PM
Keizer Civic Center

1. **CALL TO ORDER**
2. **VOLUNTEER APPRECIATION ~ JANE HERB**
3. **APPROVAL OF MINUTES**
 - a. **March 2024**
4. **APPEARANCE OF INTERESTED CITIZENS**
5. **NEW/OLD BUSINESS**
 - a. **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*
 - b. **Transit Service to Support Keizer Rapids Park ~ Action Item**
6. **STAFF REPORT**
 - a. **Turf Fields Update**
7. **COUNCIL LIAISON REPORT**
8. **OTHER BUSINESS**

9. **ADJOURNMENT**

Reminder~ **Next Board Meeting: June 11th** (the May meeting was canceled for a Budget Committee meeting)

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MINUTES
KEIZER PARKS & RECREATION ADVISORY BOARD
Tuesday, March 12, 2024
Keizer Civic Center

- 1. CALL TO ORDER** CALL TO ORDER – Chair Matt Lawyer called the meeting to order at 6:02 p.m. Attendance was noted as follows:

Present:

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

Absent:

One Open Position

Staff Present:

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

Council Liaison Present:

Councilor Kohler

Council Liaison Absent:

2. APPROVAL OF MINUTES

- a. February Minutes** Lisa Cejka moved for approval of the February 2024 Minutes. Mike Pantalone seconded. Motion unanimously passed as follows: Cejka, Pantalone, Carr, Rushton, Hamilton, Loudon, Shackelford, and Lawyer in favor and one open position.

- 3. APPEARANCE OF INTERESTED CITIZENS** Tammy Kunz, Keizer resident and Greater Northeast Keizer Association (GNEKNA), shared that at the Joint City Council and Community Diversity Engagement Committee (CDEC) meeting on March 11th was asked that she include Park items in her newsletter for more engagement. Parks Division Manager Robert Johnson would share the Parks Calendar to see what's happening.

4. MATCHING GRANT PROGRAM

- a. \$7,423.25 Grant Request** Mr. Johnson summarized the grant request and spoke about Connor Graham's interest and intelligence.

**Submitted by
Connor Graham
for Bair Park to
Replace Invasive
Plants with Native
Plants**

Lisa Cejka motioned to grant Connor a not-to-exceed \$512.00. Tanya Hamilton seconded. Motion unanimously passed as follows: Cejka, Pantalone, Carr, Rushton, Hamilton, Loudon, Shackelford, and Lawyer in favor and one open position.

**5. NEW/OLD
BUSINESS**

**a. Overview by
Jenny Ammon
(City's
Environmental
Educator
Coordinator) on
the Tree Plotter
Inventory &
Associated
Volunteer
Training - May 4,
2024**

Jenny Ammon, City of Keizer Environmental Educator Coordinator, provided background on a pilot for urban trees. There is a five-year, internal plan to continue the work with the help of volunteers. The plan was to review the urban streets by starting on River Road. The City's Environmental and Technical Division has a partnership with the Oregon Department of Forestry (ODF).

There was a tree plotter data collection software in which the public could populate data on the species and conditions of trees and their locations. The City would be hosting volunteer training on May 4th with forest experts with ODF, representatives from the OSU Extension Service, and staff. Ms. Ammon provided a flyer on the volunteer training and asked the Parks Board to help promote the volunteer training and recruitment of volunteers.

Ms. Ammon would try to record it using their low-budget means. A videographer who would be willing to record the training as a volunteer was invited to contact Ms. Ammon.

**b. Parks Reports:
Tanya Hamilton:
Ryan J. Hill &
Willamette Manor
Gwen Carr:
Claggett Creek &
Clearlake
David Loudon:
Wallace House &
Keizer Little
League
Katie Brady:
Hidden Creek &
Northridge
Lisa Cejka: Palma
Ciea & Sunset
All ~ Keizer
Rapids Park**

Tanya Hamilton ~ *Ryan J. Hill* looked fine. *Willamette Manor* was completely tagged but has been cleaned up.

Gwen Carr ~ *Claggett Creek* looks great, it has some branches down, and it was a little spongy. *Clearlake* looks really great.

David Loudon ~ *Wallace House* has rubber underneath the play structures that was coming apart. Mr. Johnson said that the rubber may not be replaced until the structure would be replaced.

Lisa Cejka ~ *Palma Ciea* looks good even with all the rain, and there is some dog waste but no dog waste container. *Sunset* was beautiful, it had a couple of turkeys, was a bit spongy, and was always being used. Ms. Cejka appreciates the amazing garbage can prototype, which works great at *Keizer Rapids Park*. There were a few habitat-like trees that had fallen on paths as a result of the windstorm.

6. STAFF REPORT

**a. TURF FIELDS
UPDATE**

Parks Division Manager Robert Johnson reported on a lot of debris because of the windstorm this weekend, and they have been trying to mow.

Mr. Johnson provided photos on graffiti and reported a lot of graffiti was at Willamette Manor Park, the swimming club, and recently the bathrooms at The Big Toy. The Parks Division's goal is to have the graffiti painted over right-of-way, unless it's raining.

Mr. Johnson reminded folks that the Picket orders for \$50 each would be open for another month.

The Turf Fields are fully underway. The fence and entryway were installed, and the topsoil has been graded. The Request for Proposal on the maintenance and operations of the soccer fields should be going out in about a week.

Parks Division Manager Robert Johnson asked the Members if someone wanted to volunteer to sit on the review panel for the maintenance and operation of the artificial turf fields.

David Loudon was interested, and the Committee appointed Mr. Loudon to the review panel by unanimous consent.

Mr. Johnson provided an update on the pickle ball courts. Staff has received the final set of plans from the engineer, which have been given to Legal to finalize the bid packet, which should be going out in the next couple of weeks.

**7. COUNCIL
LIAISON REPORT**

Councilor Kohler invited everyone to help with the Community Center clean up this Saturday, March 16th from 9am to noon, but please arrive early and dress for the weather. Bob Shackelford said that people who feel comfortable operating gas-powered trimmers are needed on March 15th.

The Turf Fields groundbreaking would be coming up on March 21st.

**8. OTHER
BUSINESS**

None.

9. ADJOURNMENT

Meeting adjourned: 6:44 p.m.

Minutes approved: _____

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