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KEIZER PARKS & RECREATION ADVISORY BOARD **AGENDA**

Tuesday, August 13, 2024, 6:00 PM
Keizer Civic Center

1. **CALL TO ORDER**
2. **APPROVAL OF MINUTES**
 - a. July Minutes
3. **APPEARANCE OF INTERESTED CITIZENS**
4. **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. **Advisory Vote of Keizer Parks Regulations Ordinance**
5. **STAFF REPORT**
 - a. **TURF FIELDS UPDATE**
6. **COUNCIL LIAISON REPORT**
7. **OTHER BUSINESS**
 - a. **Parks Tour (a List of Previously Toured Parks is attached) ~ Choose the 2024 Parks to Visit**

8. ADJOURNMENT

Next Board Meeting: August 13th

“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, July 9, 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
Michael Pantalone
David Loudon
Bob Shackelford
One Vacant Position

Absent:

Clay Rushton

Staff Present:

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

Council Liaison Present:

Mayor Cathy Clark

Council Liaison Absent:

Councilor Kohler

2. APPROVAL OF MINUTES

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

- 3. APPEARANCE OF INTERESTED CITIZENS** Tammy Kunz, Greater Northeast Keizer Neighborhood Association, shared an upcoming Fun Friday event on July 19th and a Community Cafe' on September 3rd.

4. NEW/OLD BUSINESS

- a. Parks Reports:** **Tanya Hamilton** reported that *Ryan J. Hill* looks great and clean | *Willamette Manor* looks beautiful and was quiet. There were some old logs that seemed out of place.
- Tanya Hamilton:**
- Ryan J. Hill & Willamette Manor**
- Gwen Carr:** **Gwen Carr** reported that *Claggett Creek* looks great, except for briquettes that were burned near the Dearborn side bathrooms | *Clearlake* looks good.
- Claggett Creek &**

Clearlake
David Loudon:
Wallace House &
Keizer Little
League
Open Position:
Hidden Creek &
Northridge
Lisa Cejka: Palma
Ciea & Sunset
All ~ Keizer
Rapids Park

Tanya Hamilton reported that *Hidden Creek* looks great.

Lisa Cejka reported that *Palma Ciea* looks fantastic and the renovated path was beautiful | *Sunset* looks fabulous and someone had hidden some fabric-wrapped rocks all over the park | *Wallace House* looks great and the parking lot stripes were painted | The *Keizer Rapids Park* Amphitheater looks great.

Matt Lawyer reported on *Keizer Rapids Park* about the multi-use fields on the backside of the new shelter, there was a car that got stuck, and he requested some large boulders to be added as barriers to keep cars out.

Liam Stitt reported on *Keizer Rapids Park* and didn't see any vandalism and said that the poison oak sign was in poor condition.

5. STAFF REPORT

a. TURF FIELDS UPDATE

Parks Division Manager Robert Johnson reported that the turf fields are being finished with the infill on the Eastern side. The gravel grating was being finished on the Western side to prepare for the turf to be added. Mulching was being done to prepare for seeding.

Keizer Rapids Park experienced a large amount of fire works.

Wallace House Park would be mowed next week in effort to reduce the fire danger.

A fence section was hit by a vehicle over the weekend between Keizer Rapids Park and Knife River rock quarry.

6. COUNCIL LIAISON REPORT

Mayor Clark reported on the Fourth of July being loud with legal and illegal fireworks, and she expressed her appreciation of Keizer Police Chief Copeland for the additional law enforcement on the Fourth of July.

The parks cameras were approved by the City Council and moving forward with the purchase of cameras for six parks this fiscal year to help with curbing graffiti and other incidents. Discussion ensued on the fine limits and cost of maintenance for repairs and graffiti removal. The enforcement was for compliance and reduction in incidents. It was noted to consider the lights and overall hours in the parks so that the Parks Rules could be amended only once.

Mayor Clark shared that with the heat wave, she appreciated lawns being mowed and that the City monitors the hot days to possibly post signs for no cooking fires in the parks. She shared the summer concert series the Keizer Rapids Park.

7. OTHER

BUSINESS

- a. **A Long Range Planning Task Force Meeting was scheduled for November 12th. Would the Parks Board like to Cancel or Reschedule its November meeting? If you'd like to reschedule, Tuesday, Nov. 5th & 26th are available.** Lisa Cejika moved to let the Long Range Planning Task Force have the Parks Advisory Board's November 12th date and enjoy the holidays and come back in December. Seconded by Gwen Carr. Motion unanimously passed as follows: Cejka, Pantalone, Carr, Hamilton, Loudon, Shackelford, and Lawyer in favor with Rushton absent and one vacant position.
- b. **Update on the Gold Star Memorial at the Ryan J. Hill Park ~ Upcoming Council Meeting** Parks Division Manager Robert Johnson shared that staff would like to know if there was a preferred location in the Ryan J. Hill Park for the memorial. Tanya Hamilton would like to have the monument in the center of the park where the broken-down fountain was located. Mr. Johnson had extreme concerns about the big tree's root base causing the concrete to buckle long-term.

Discussion ensued about removing the giant Sequoia or the fountain, so the monument could be installed. It was suggested to create a space that leads to the other kiosks by balancing out the design. Mr. Johnson said that the fountain had been broken down for over 10 years and would need to be excavated and required special equipment for safety purposes and a proper fix.

Chair Lawyer summarized that there was a consensus for the removal of the fountain and tree. Mr. Johnson confirmed that volunteers could handle the demolition of the fountain. Mayor Clark clarified that this recommendation would go back to the City Council for staff to craft an agreement for the location of the monument.

Chair Lawyer reported that the Salem Cricket Club representative attended the last Parks Board meeting, and Mr. Lawyer referred him to Hersch Sangster who was the Chair of the Marion County Parks Board.

It was noted that the Parks Tour would be September 9th.

Chair Lawyer expressed appreciation for an awesome and brilliant Public Works Day that was very well attended.

8. **ADJOURNMENT** Meeting adjourned: 7:00 p.m.

Minutes approved: August 13, 2024

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Parks & Recreation Advisory Board Meeting Date:
August 13, 2024

To: Parks & Recreation Advisory Board
From: Joseph Lindsay, City Attorney
Subject: Parks Regulations

Proposed Motion

I move to recommend the changes to the Keizer Parks Regulations in Ordinance 2024-___ be forwarded to the Keizer City Council for their consideration.

I. Summary

With the addition of the new artificial turf fields and lighting at Keizer Rapids Park, decisions have to be made about changes to the parks regulations to account for timing of the lights and the allowable public use of the fields.

II. Background

- A. The City of Keizer has contracted for the construction of two artificial turf fields and some stadium-style lighting at Keizer Rapids Park. The current parks regulations do not account for these additional amenities. If there are going to be regulations that govern the allowable public use of the fields and the timing of the lighting, then the current ordinance will need changes.

III. Current Situation

- A. The artificial turf fields are slated to be done by mid-September. Ordinances go into effect 30 days after adoption unless there is an emergency declaration declared. So, the Parks and Recreation Advisory Board is being asked to consider this for the August meeting, which will give the City Council enough time to act on their advice.
- B. There are two main policy issues. The first is to have the park opened past dark. The second is for the fields to be open for play when not scheduled or reserved for use.
 - 1. Staff recommends play be done and lights turned off on the fields by 10 pm each night, which would extend hours from Monday through Saturday. Section 25(5) addresses changes in use hours extending the time of use until 10 pm.
 - 2. Staff recommends that the fields be open for use during normal hours if the field is not reserved. Section 6(4) grants exclusive use to an entity holding a management agreement or as otherwise permitted by the City of Keizer. As a

default then, the field would be open to the public like all other city parks facilities.

IV. Analysis

- A. **Strategic Impact** - The Artificial Turf Project is part of the City Council's short-term goals for 2023-2024, thus making it a high priority for staff.
- B. **Financial** - There may be possible nominal lighting bill increases depending on usage.
- C. **Timing** - The artificial turf fields are slated to be done by mid-September. Ordinances go into effect 30 days after adoption unless there is an emergency declaration declared. So, the Parks and Recreation Advisory Board is being asked to consider this for the August meeting, which will give the City Council enough time to act on their advice.
- D. **Policy/Legal** - Ordinances are adopted by the City Council. Matters that involve city parks typically are reviewed by the Parks Board before going to the City Council. Because the artificial turf fields are slated to be done by mid-September, rules relating to the artificial turf fields are being considered now, so the City Council has enough time to act on the Parks Board's advice.

V. Alternatives

- A. Move to recommend that the current changes be sent to the City Council for approval.
- B. Amend the draft Ordinance to add additional suggested changes.
- C. Take no action or advise against changes, then the current rules will remain in effect.

VI. Recommendation

Staff recommends that the Parks and Recreation Advisory Board recommend these changes to the City Council.

Attachments

- 1. ORD_PARKS_Park Regulations_8 13 2024

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A BILL

ORDINANCE NO.

202~~43~~-_____

FOR

AN ORDINANCE

ESTABLISHING KEIZER PARKS REGULATIONS; **(REPEALING
ORDINANCE NO. ~~2023-86918-791~~, ORDINANCE NO. ~~2022-846~~
~~AND ORDINANCE NO. ~~2023-857~~~~)**

The City of Keizer ordains as follows:

Section 1. TITLE. This Ordinance shall be known as the Keizer Parks Ordinance.

Section 2. PURPOSE. The purpose of this Ordinance is to establish rules and regulations governing the use of Keizer parks, in order to insure the safe enjoyment of all Keizer parks by the public. In addition, this Ordinance establishes a process for reserving certain parks and park facilities.

Section 3. DEFINITIONS. For the purposes of this Ordinance, the following terms shall have the following meanings:

(1) “Council” means the Keizer City Council.

(2) “Director” means the director of the Department of Public Works as designated by the Council, or designee.

(3) “Law enforcement officer” means any law enforcement officer with lawful jurisdiction, by operation of law or agreement, within a Keizer City park.

1 (4) "Park" means all grounds, buildings, improvements, and areas dedicated
2 to use by the public for park, recreation or open space purposes and over
3 which the City has acquired right of use for such purposes.

4 (5) "Park Vendor" means any person who travels from site to site carrying,
5 conveying, or transporting food and beverages only offering such products
6 for sale from a mobile type device such as a pushcart or like conveyance.

7 (6) "Vehicle" means any wheeled device or conveyance, whether propelled
8 by motor, animal or human power. The term "vehicle" excludes City
9 service vehicles, baby strollers and wheelchairs.

10 (7) "Vessel" means any watercraft or other artificial contrivance used or
11 capable of being used as a means of transportation on water.

12 Section 4. RULES AND REGULATIONS.

13 (1) No person may disobey or fail to observe any rule or regulation set forth
14 in this Ordinance.

15 (2) No person may disobey a lawful direction made pursuant to this
16 Ordinance by the Director, any park attendant, guard, special officer
17 authorized by the Director, or law enforcement officer.

18 (3) Except as noted below, no person or entity may organize, advertise, or
19 invite participation for any gathering, activity or event that may
20 reasonably attract 50 or more participants (even if no exclusive use is
21 requested) unless they receive a permit from the Director. Director-

1 approved park improvement, maintenance or cleanup projects are
2 excepted from this requirement.

3 Section 5. SPECIAL USES AND AREAS.

4 (1) The Director may select and designate specific areas and facilities in any
5 park which may be limited to special uses, at all times or at certain times.
6 Special uses may require a permit in writing or a reservation. Fees shall
7 be established by Council resolution.

8 (2) Special uses may include, but are not limited to: Sports, games or other
9 recreational activities, picnics, assemblies, entertainments, exhibitions,
10 and weddings.

11 (3) Carlson Skate Park Regulations. In addition to the park regulations set
12 forth in this Ordinance, Carlson Skate Park is subject to the following
13 specific regulations:

14 (a) Permitted uses in the skate park surface include skateboards,
15 rollerblades, and BMX bikes, scooters and “Big Wheels” type
16 tricycles only – no foot traffic or motorized vehicles.

17 (b) The use of helmets is mandatory.

18 (c) Use or placement of additional obstacles or other materials
19 including, but not limited to, ramps, jumps, etc. are prohibited.

20 (d) Glass containers are prohibited.

21 (e) Food and/or drink is prohibited on or within five (5) feet of the

skate park surface.

(f) Use of Carlson Skate Park is prohibited if hazardous conditions exist. Any damage/hazardous conditions must be reported to the City of Keizer Parks Department.

(g) Use of skate park surface is prohibited when the surface is wet.

(4) Keizer Little League Park Usage.

(a) Any individuals not affiliated with groups or organized teams may use the Park or individual fields at any time the Park is open if such use does not interfere with the priority or reserved use, cause safety concerns, or cause undue wear and tear in the City's reasonable discretion.

(5) Keizer Rapids Park Artificial Turf Fields Usage.

(a) Any individuals not affiliated with groups or organized teams may use the individual fields at any time the Park is open if such use does not interfere with the priority or reserved use, cause safety concerns, or cause undue wear and tear in the City's reasonable discretion.

Section 6. EXCLUSIVE USE OF PARKS OR FACILITIES.

(1) The Director shall maintain a list of reservable parks, park areas and park facilities. A park, park area or park facility on the Director's list may be

reserved for the exclusive use of persons or groups, for a limited period, upon issuance of a permit by the Director, subject to any reasonable conditions (as stated in Section 7) imposed by the Council or the Director and the payment of any fees that the Council may establish.

- (2) No exclusive use of any park, park area or park facility may be made unless the Director has issued a permit allowing the use and all conditions imposed by the permit have been complied with.

(3) Exclusive use of the Keizer Little League Park shall only be granted consistent with the current Park Management Agreement.

~~(3)~~(4) Exclusive use of the Keizer Rapids Park Artificial Turf Fields shall only be granted consistent with the Keizer Rapids Park Artificial Turf Field Management Agreement or as otherwise permitted by the City of Keizer.

Section 7. PERMIT PROCEDURES AND CONDITIONS.

- (1) No permit for the use of a park, park area or park facility listed on the Director's list may be refused or limited, nor may any conditions be attached to the grant or exercise thereof, for any reason not related to the safe, reasonable and orderly use of park facilities.

- (2) Each application for a permit must be received at a designated office in the Department of Public Works. For events that the estimated attendance is equal to or exceeds one hundred (100) persons, or is permitting intoxicating beverages, or is permitting amplified sound, the permit must

1 be requested no less than sixty (60) days prior to the date of the event. For
2 all other events, the permit must be requested no less than thirty (30) days
3 prior to the date of the event. The Director may waive or reduce these
4 time requirements if it is determined that a waiver or reduction is in the
5 best interests of the citizens of the City. Upon granting a permit, the
6 Director may attach reasonable conditions thereto respecting the time,
7 place, manner, frequency, duration and maximum number of persons who
8 may attend the permitted event.

9 (3) The Director shall grant, deny, or condition each application for a permit
10 within fifteen (15) calendar days after the date of receipt of a complete
11 application, unless the time for a decision on the application has been
12 waived by the applicant. The decision granting or denying an application
13 shall be sent to the applicant at the address listed on the application. If
14 approved, the permit will be issued only when all pre-event conditions
15 have been met by the applicant. The applicant may not consider the
16 permit to have been granted until the permit is received.

17 (4) The Director may grant, deny, condition or limit a permit after having
18 considered the suitability of the area or facility for the number of persons
19 expected at the event, whether or not the activity proposed is a legal use
20 thereof, the impact of the proposed use upon public property, the effect of
21 the proposed use upon the peaceful enjoyment of the park by members of

1 the public attending and those not attending the event, the effect of the
2 proposed use upon the peace and convenience of members of the public
3 using private or public property or the public streets in the vicinity of the
4 park or park facility, the public health and safety, any traffic or parking
5 problems which may be caused by attendance at the event and the
6 equitable sharing of the use of the park or park facility. The Director is
7 specifically authorized to attach reasonable restrictions and conditions to
8 activities to occur at the event, including but not limited to, restrictions on
9 fires, amplified sound, dancing, sports, the use or presence of animals, the
10 use of equipment or vehicles, the number of persons to be present, the
11 location of any bandstand or stage within a specific park area, or the
12 creation of any sounds, smoke, light, smell or any other thing which
13 appears likely to create any unreasonable risk of harm or substantial
14 annoyance to any person using the park or park facility or to the public, or
15 damage to any public or private property. Violation of any of the terms
16 and conditions of any permit by the permittee, or any agent, servant or
17 employee of permittee, is cause for immediate suspension or revocation of
18 the permit by the Director.

- 19 (5) The Director may require in connection with a permit that adequate
20 security be furnished by the permittee and that the permittee provide
21 additional sanitary facilities, refuse receptacles, or make any other

reasonable arrangements, based on the type of activity for which the permit is requested.

(6) The Director shall refuse to grant a permit where conditions cannot be met or are not accepted. The applicant must agree to provide a means of informing all of the persons participating in the proposed event of the terms and conditions of the permit applicable to the appropriate participants.

(7) No permit for a park or park facility is transferable without the consent in writing of the Director.

(8) All fees, deposits or other amounts shall be paid by the applicant when required by the Director. If such amounts are not paid when required, then the permit shall not be issued.

(9) Each person to whom a permit has been granted must agree in writing, upon request from the Director, to indemnify and hold the City, its officers, agents and employees, harmless from any and all liability for injury to persons or property occurring as a result of the permitted event. The permittee shall be liable to the City for any and all damage to the park and park facilities which results from any act or omission of the permittee or is caused by any participant in the event.

(10) Each person to whom a permit is granted must agree in writing, upon request from the Director, to waive all claims or causes of action against

1 the City, its officers, employees or agents which the permittee may have
2 for injury to person or property of any type arising from the permittee's
3 use of the reserved park or park facilities, except for the active affirmative
4 negligence or willful act of the City, its officers, employees or agents, and
5 to which the person to whom a permit or reservation is granted in no way
6 contributed, either directly or through any other person, agent, partner,
7 contractor or associate.

8 (11) If the proposed use of a park or park facilities involves risk of damage or
9 injury to persons or to property of others, the Director will require the
10 permittee to obtain a policy of commercial general liability insurance with
11 terms and limits of liability as determined by the Director to be
12 appropriate for the activity for which the permit is requested. The policy
13 shall name the City, its officers, agents and employees, as insureds, and
14 shall insure the insureds against all claims, suits and demands of any and
15 all persons for injury, including death or damage sustained by any person
16 or persons arising out of any act or omission of the permittee related to the
17 use of the park or park facility. The Director must approve any policy
18 issued pursuant to this section.

19 (12) The permittee shall have a copy of the permit on site during the event, and
20 must present the permit upon the request of the Director, any park
21 attendant, guard, special officer authorized by the Director, or law

enforcement officer.

- (13) It is unlawful for a person to conduct any business or to place any booth, table, chair, stool, structure, vehicle, or piece of equipment in any portion of a park for which a park permit has been issued without the consent of the permittee. This subsection shall not apply to persons acting under the direction or control of City.

Section 8. VENDORS IN CITY PARKS.

- (1) Only Park Vendors who meet the criteria in subsections 9 and 10 and are issued a permit may operate in a park. Park Vendors shall complete a Park Reservation Application and gain approval from the Director.

- (2) The Director, or designee, reserves the right to determine the exact location or route within each park or parking area adjacent to each park where the Park Vendor may conduct operations under the terms of the Permit.

- (3) Park Vendors shall offer only food and non-alcoholic beverages from a pushcart or other conveyance.

- (4) Utilities will not be made available to Park Vendors.

- (5) Park Vendors who meet the criteria and requirements in subsections 9 and 10 shall complete a Park Reservation Application each calendar year and submit the application fee. Annual fees and monthly fees are set by the City Council by Resolution. Park Vendors will pay per month of

operation and must indicate the months of operation for the year on the Park Reservation Application. All annual and monthly fees will be collected prior to issuance of the permit each year.

(6) Park Vendors shall operate only at the following parks and adjacent parking areas:

- 1) Keizer Rapids Park
- 2) Claggett Creek Park
- 3) Chalmers Jones Park

(7) Park Vendors shall be subject to black-out dates at the discretion of the Director. Black-out dates will be provided at the time of the issuance of the Permit.

(8) Approved Park Vendors are required to carry at all times, and provide upon request, copies of their Permit as issued by the City of Keizer Public Works Department.

(9) A Park Vendor's pushcart or other conveyance shall be structurally and mechanically sound and its design shall not create a hazard to the public. No pushcart or similar conveyance shall be larger than three feet six inches in width and six feet in length.

(10) Park Vendors must provide all required health and sanitary licenses issued by the State and Marion County.

(11) Park Vendors shall be subject to the following conditions:

- (a) Before a permit is issued to a Park Vendor, the applicant shall first obtain and file with the Director a certificate of insurance evidencing public liability, food products liability, and property damage insurance protecting the permittee and City from all claims for damage to property or bodily injury, including death, which may arise from the activities under the permit or in connection therewith. Such insurance shall provide coverage of not less than the minimum amounts of \$1,000,000 per occurrence. Such insurance shall be without prejudice to coverage otherwise existing therein, and shall name the City of Keizer, its officers, agents and employees as additional insureds, and shall further provide that the policy shall not terminate or be canceled without 30 days prior written notice to the City.
- (b) Park Vendors shall not have an exclusive right to any specific location on any park property or parking area.
- (c) Park Vendors shall not be permitted a stationary location.
- (d) Park Vendors shall not be allowed to occupy any area within a sidewalk or eight feet from the entrance to any building.
- (e) Pushcarts or other conveyances used shall only be located where designated in the Permit.
- (f) Park Vendors conducting business in a park or adjacent parking

1 area shall pick up any paper, cardboard, wood, or plastic
2 containers, wrappers, or any litter which is deposited by any person
3 within 20 feet of the Park Vendor's pushcart or other conveyance
4 at any time the Park Vendor is conducting business. In the event
5 that the vendor fails to keep and perform the preceding, the
6 Director shall have the right to order said work required by the
7 Permit and charge the contractor the cost to perform said work.
8 The cost to perform work shall be cost of direct labor and materials
9 required plus an overhead cost figure.

10 (g) No Park Vendor shall make any loud or unreasonable noise of any
11 kind by vocalizing or otherwise for the purpose of advertising or
12 attracting attention to the Park Vendor's business.

13 (h) No pushcart or other conveyance used by a Park Vendor shall be
14 left unattended at any time.

15 (i) The pushcart or other conveyance must be removed from the park
16 at the time specified in the Permit.

17 (j) All utensils and equipment used by a Park Vendor shall be
18 maintained in a clean and sanitary condition and shall conform to
19 all standards prescribed by state and local laws and regulations.

20 (k) Park Vendors must be able to present its required health and
21 sanitary licenses issued by the State and Marion County upon

1 request.

2 (l) The Director may impose other reasonable conditions.

3 Section 9. NONPUBLIC AREAS – POSTING REQUIRED – ENTERING OR
4 DAMAGING PROPERTY PROHIBITED.

5
6 (1) By posting appropriate notices, the Director may exclude the public from
7 or limit use of, any road, area, building, lands, trail, natural feature, water
8 area or facility in a park which is used for access, storage, parking, shop,
9 office, residence or utility purposes, or other park or recreational use, or
10 any combination thereof, whenever public access to the same will
11 endanger the public health or safety, interfere with such use, or cause
12 damage to public property or natural resources. The Director may also by
13 appropriate means exclude the public from the place of any construction,
14 repair or demolition activity. No person may enter or remain or permit any
15 person in their control to enter or remain in any part of a park when the
16 park is closed to the public, unless authorized to do so by the Director.

17 (2) No unauthorized person may unlock, open, remove, move or tamper with
18 any gate, door, window, ventilator, skylight, screen, grate, fence, lock or
19 barrier, or any other thing maintained by the City to exclude the public
20 from a park or portion thereof, or tamper with, remove or deface any sign,
21 legend or other notice designating the same as dangerous or prohibiting
22 entry therein.

1 Section 10. ENTERTAINMENT – PERMIT REQUIRED.

2 (1) Except as set forth below, no person or group may give any exhibition,
3 show, play, entertainment, performance, dance or concert, or project any
4 still or moving pictures in any park without first having obtained a permit
5 from the Director. Any individuals or groups may use the Keizer Rotary
6 Amphitheatre, the Claggett Creek Park shelter and the Chalmers Jones
7 Park gazebo to give any exhibition, show, play, entertainment,
8 performance, dance or concert on a first-come, first-served basis at any
9 time such facility is open if such use does not interfere with the priority or
10 permitted use, cause safety concerns, and is not likely to interfere with the
11 enjoyment of the adjacent park users or property in the vicinity of the
12 event. Any event involving electrical service use, amplified sound or
13 projection of still or moving pictures must obtain a permit from the
14 Director.

15 (2) The Director may issue a permit for an event described in section ~~109~~(1)
16 above if it is found that the use is not likely to interfere with the
17 enjoyment of the park by any other person or persons using the park or
18 property in the vicinity of the location of the proposed event, and is not
19 likely to cause unreasonable damage to park facilities. The Director may
20 attach reasonable conditions as to time, place, manner, frequency and
21 duration of permitted events so that the health, safety, convenience and

1 enjoyment of any persons not attending the event may not be
2 unreasonably affected, and to protect park facilities from unreasonable
3 damage.

- 4 (3) The requirements of Section 7 herein concerning permit procedures and
5 conditions apply to permits issued under this section.

6 Section 11. EXCLUSION OR REMOVAL OF CERTAIN ACTIVITIES, ANIMALS
7 OR MATERIALS.

8
9 The Director or any law enforcement officer may exclude, remove or require to
10 be removed from a park any animal, vehicle, equipment, activity, thing or material, the
11 use or presence of which is likely to:

- 12 (1) Cause an unreasonable risk of harm or danger to any person or damage to
13 any real or personal property;
14 (2) Cause any unreasonable burden of maintenance or cleanup.

15 Section 12. VEHICLES – OPERATION AND PARKING PROCEDURES AND
16 RESTRICTIONS.

- 17
18 (1) No person may stop, park, or leave standing or unattended any vehicle,
19 trailer or boat in any park, except in an area or space designated for
20 parking of such objects, or upon any portion of any street or highway
21 upon which the parking of such objects is permitted, or in excess of the
22 time prescribed therefore by any City ordinance or permit/[order](#) issued by
23 the Director. No person may stop, park or leave standing or unattended
24 any vehicle, trailer or boat in any area or space designated for parking of

1 such objects by the Director so that any part of such object is within the
2 right-of-way of any street or highway within the limits of any park. The
3 Director is hereby directed to post signs giving notice hereof in those
4 portions of parks as may be affected hereby.

5 (2) No person may operate a vehicle, except as authorized by the Director, in
6 any park except upon a publicly owned road or trail which is open for
7 public vehicular traffic within the park. No person may operate any
8 vehicle on any park road or trail at a speed greater than the speed limit
9 established by the Director and posted on the road or trail, or if no speed is
10 posted, at a speed greater than ten miles per hour.

11 (3) No person may wash, wax, dismantle or repair any vehicle, trailer, boat or
12 other equipment, or remove any lubricant from any vehicle, trailer, boat or
13 other equipment, or otherwise service any vehicle, trailer, boat or other
14 equipment, in any park except for emergency repairs or as authorized by
15 the Director.

16 (4) No person may take into or operate or park or leave standing within any
17 park any mechanically defective vehicle, trailer or boat, or any type
18 vehicle that is in violation of City Ordinance or any provision of the
19 Oregon Vehicle Code relating to mechanical requirements or safety of
20 vehicles.

21 (5) No person may leave standing any vehicle, trailer or boat in any park at

1 any time when the park or portion thereof is closed to the public, unless
2 authorized in writing by the Director to do so, with the exception of
3 vehicles left at the Keizer Rapids Park boat ramp parking lot in connection
4 with overnight or multi-day boat trips. In such instance, the vehicle
5 operator shall fill out a permit form and leave it on the dashboard of the
6 vehicle in plain view from outside the vehicle.

- 7 (6) Any law enforcement officer or security officer authorized by City may
8 remove from a park, in the manner provided and subject to the
9 requirements of the Oregon Vehicle Code, any vehicle, trailer or boat left
10 therein, or on any portion thereof, in violation of this section.

11 Section 13. ANIMALS AND PETS.

- 12 (1) The Director may establish a list of parks and/or areas within parks where
13 dogs are allowed. The list shall be a part of the City's park rules and
14 regulations. The Director's list shall indicate areas in which dogs may be
15 on-leash, off-leash or prohibited. The presence of other animals, unless
16 otherwise authorized in writing, is prohibited. The foregoing prohibitions
17 do not prevent any law enforcement officer in the performance of their
18 duty from possessing a police dog, or any person from utilizing a bona
19 fide assistance or guide dog, in any park, provided that the animal is at all
20 times in the control of the person. The foregoing prohibitions also do not
21 apply in situations where dogs are allowed to be off-leash under state or

1 federal disability laws, provided that the dog is under voice command. In
2 all areas, owners shall gather and properly dispose of all of their animals'
3 feces.

4 (2) No person may set out food in any park for any wild animal, bird, fish or
5 reptile. No person may set out food in any park for a tame animal not in
6 the person's custody.

7 (3) No person may abandon any animal, bird, fish or reptile in any park.

8 (4) Except for fishing pursuant to all applicable regulations and licensing, no
9 person may capture, hunt, molest, or harm, or attempt to capture, hunt,
10 molest or harm, or administer or set out any bait or harmful substance for
11 any wild or domestic animal, reptile, fish or bird, nor remove nor have in
12 his possession the young, the eggs, or the nest of any animal, reptile or
13 bird found in the park. Persons who are authorized by the Director to do
14 so may kill, poison, or control or trap any of the above-named creatures,
15 subject to applicable state and federal law.

16 Section 14. FIRES.

17 (1) No person may kindle or maintain in any park any outdoor fire in any
18 place other than in a designated fireplace or barbecue pit maintained by
19 City or in a portable barbecue or camp stove used safely in a designated
20 picnic or cooking area in a park, or in another location as may be
21 authorized in writing by the Director.

1 (2) In kindling or maintaining an outdoor fire in any park, only charcoal
2 briquettes, paper and wood may be used. Only manufacturer approved
3 fuels shall be used in any camp stove.

4 (3) No person who kindles or maintains any outdoor fire in a park may leave
5 the area where the fire is located without completely extinguishing the fire
6 so that it is cold to the touch.

7 (4) If deemed necessary for public health and safety purposes in the sole
8 discretion of the Director, any and all areas may be designated “No Fire”
9 areas.

10 Section 15. SMOKING. No person may ignite, smoke or vape any tobacco, tobacco
11 product, legal or illegal drugs of any type, or any other material, in any area of any park
12 or park facility, except as allowed by permit at Keizer Rapids Park and Chalmers Jones
13 Park only. The Director may limit the times and locations for any smoking/vaping areas,
14 as well as impose other reasonable conditions.

15 Section 16. INTOXICATING BEVERAGES. No person may possess or consume any
16 intoxicating beverage in any area of any park or park facility, except at Keizer Rapids
17 Park, and Chalmers Jones Park pursuant to permit authority. The Director may issue an
18 event permit allowing use of alcoholic beverages subject to the following conditions:

19 (1) Only individuals twenty-one (21) years of age or older may consume
20 alcohol in accordance with this policy.

21 (2) No person shall sell, give or otherwise make available any alcoholic

1 beverage to a person under the age of 21 years.

2 (3) No person shall sell, give or otherwise make available any alcoholic
3 beverage to any person who is visibly intoxicated.

4 (4) Alcoholic beverages are permitted only in the areas specifically delineated
5 in the permit. Permit conditions may include installing temporary
6 fencing, tape or other methods to delineate the areas within which
7 alcoholic beverages must be kept.

8 (5) Alcoholic beverages are allowed only in conjunction with a reserved event
9 and only pursuant to the permit conditions.

10 (6) Alcoholic beverages will be served only by a licensed server pursuant to
11 all Oregon Liquor Control Commission laws and regulations.

12 (7) The alcoholic beverage server must obtain a Temporary Sales License or
13 Temporary Use of an Annual License from the Oregon Liquor Control
14 Commission and shall provide a copy to City.

15 (8) The applicant shall, at its sole cost and expense, procure and maintain
16 through the term of the event a Comprehensive General Liability
17 insurance policy and Liquor Liability insurance policy in an amount to be
18 determined by the Director. The applicant shall provide to City a
19 certificate of insurance and endorsement adding the City, its employees,
20 agents and contractors as additional insured. As part of the event
21 reservation process, the applicant shall agree to defend, indemnify and

1 hold the City, its employees, agents and contractors from any and all
2 claims in connection with alcohol use on the premises.

3 (9) The Director may place reasonable conditions on the event to protect
4 persons and property.

5 Section 17. POWERED MODELS – OPERATION RESTRICTIONS.

6 (1) No person may operate in any park, any boat, car, rocket or other device
7 that is powered by a rocket motor or an internal combustion engine, except in an area
8 and at times as are designated for such use by the Director.

9 (2) Small unmanned aerial systems commonly referred to as drones may be
10 used in City parks. Operation of drones shall be done in accordance with Federal
11 Aviation Administration (FAA) regulations and Oregon Revised Statutes. Keizer may
12 establish “drone zones” where usage is encouraged so long as said usage is done in
13 compliance with FAA regulations and Oregon Revised Statutes.

14 Section 18. GOLF. No person may hit any golf ball in any park except in an area
15 designated for such use by the Director.

16 Section 19. DOING BUSINESS PROHIBITED. No person may practice or solicit for
17 any occupation, business or profession in any park, or sell or offer for sale therein any
18 service or merchandise unless pursuant to a contract/permit with City, or authorized by a
19 reservation permit.

20 Section 20. WATER POLLUTION. No person may throw, discharge or otherwise
21 deposit or cause or permit to be placed into the waters of any fountain, pond, lake,

1 stream, pool or any body of water in or adjacent to any park, or any tributary stream,
2 storm sewer, sanitary sewer or drain flowing into such waters, any substance, matter or
3 thing, that materially impairs the usefulness of the water for persons or the habitability
4 of the water for any animal, bird, fish or reptile that drinks, swims in or otherwise uses
5 the water.

6 Section 21. GUNS, FIREARMS, DANGEROUS MATERIALS AND FIREWORKS.

7 (1) No person, except by permit issued pursuant to state law or as otherwise
8 authorized by law, may bring into a park or possess, use or discharge
9 therein any of the following items: Any firearm or ammunition, explosive,
10 incendiary bomb or material, fireworks (except as otherwise provided in
11 this section), or any weapons such as, but not limited to, air guns,
12 slingshots, bows/crossbows and arrows, or paint ball guns.

13 (2) No person shall shoot any of the above-described items into the park
14 limits from outside the limits of a park.

15 (3) No fireworks may be brought into or used in any park, except for
16 commercial firework displays approved in writing by the City Council.

17 Section 22. CONDUCT. Persons who violate the Rules of Conduct according to
18 Keizer Ordinance Adopting Rules of Conduct for City Property, who willfully harass or
19 interfere with any government employee in the performance of his or her duties in a
20 park, or who by their conduct or by threatening or profane language annoy, willfully
21 molest, unreasonably interfere with the use of a park by any other person, who have

1 committed a public offense or violation in a park, who operate any vessel in an unsafe
2 manner or conduct themselves in an unsafe manner, may be excluded from the park
3 pursuant to Keizer City Ordinance Adopting Rules of Conduct for City Property.”

4 Section 23. DAMAGING PARK PROPERTY. Unless authorized in writing by the
5 Director to do so, no person may:

6 (1) Pick, saw, chop, carve, cut, remove or damage any flowers, seeds, bark,
7 branches, twigs, leaves or blossoms of any tree, plant, shrub, vine, bush or
8 other vegetation in any park;

9 (2) Drive any nail, screw, bolt or staple into, or attach any wire, rope or other
10 fastening device to any tree or plant in any park;

11 (3) Mark, deface, damage, displace or remove any building, bridge, table,
12 chair, bench, fireplace, barrier, fence, railing, paving or paving material,
13 water pipe or light, or any sign, notice or placard, whether temporary or
14 permanent, or any cultural, natural or historic artifact, or monument stake,
15 post or other boundary marker, or any other structure, equipment, facility
16 or property, or part or appurtenance thereof whatsoever, in or from any
17 park;

18 (4) Cut or remove any sand, wood, turf, grass, gravel, stone or timber in or
19 from any park, or make any excavation by any tool, equipment, blasting or
20 by any other means in any park;

21 (5) Paint, erect, mark, post or fasten on or to any tree, shrub, fence, wall,

1 building, monument or other property in any park any poster, bill,
2 advertisement, inscription, sign or display, except for temporary
3 directional signs which do not otherwise interfere with City-authorized
4 signage, directing participants to an event within the park. Temporary
5 directional signs shall be removed by event participants immediately
6 following the event.

- 7 (6) Take or operate a vehicle upon or over any lawn or landscaping in any
8 park except as allowed by approved event permit. City will determine
9 repair or replacement costs in event of damage.

10 Section 24. LITTERING. No person may deposit, drop or scatter any garbage, trash or
11 rubbish, including, but not limited to, any glass, cigars/cigarettes or remains, paper, cans,
12 ashes, leaves and cuttings, furniture, appliances or concrete in any park except in a
13 receptacle designed and placed to receive the same; nor may any person import into or
14 deposit in any park from any other place any garbage, trash or rubbish.

15 Section 25. CLOSING TIME – EMERGENCY CLOSING.

- 16 (1) Subject to the exception noted below, or unless modified by the Director,
17 all parks shall be open one-half (1/2) hour prior to sunrise to one-half (1/2)
18 hour after sunset as determined by the U.S. Naval Observatory
19 (Astronomical Applications Department), unless such Agency no longer
20 provides this service. In such case, the determination of the time of
21 sunrise and sunset shall be pursuant to the appropriate official

1 governmental agency. All amplified sound shall completely cease by 9:00
2 p.m., unless permitted by the Director during the permitting process. The
3 usage of the boat ramp and parking lot at Walsh's Landing in Keizer
4 Rapids Park for purposes of putting in or taking out a vessel are allowed
5 two hours before sunrise and one and a half hours after sunset.

6 (2) Entering or remaining after closing time:

7 (a) No person may enter or remain in any park or portion thereof at
8 any time when the same is closed to the public unless specifically
9 allowed in these regulations or authorized to do so by the Director
10 in writing.

11 (b) The Director shall, by appropriate signs or other means, give notice
12 of closing times, and may designate certain areas which will be
13 closed to the public at a regular closing time, regardless of whether
14 or not any outdoor or indoor event is being or is scheduled to be
15 conducted elsewhere in the park.

16 (c) Persons may remain after closing time if camped in a specifically
17 designated camping area. The Director shall determine the
18 locations for such areas and a maximum number of nights and
19 maximum number of persons allowed.

20 (d) Ordinance No. 2020-812 (Prohibiting Camping on Sidewalks,
21 Public Property and Public Rights of Way; Declaring an

Emergency) as amended is applicable within city parks. If Ordinance No. 2020-812 conflicts with these Park Regulations, Ordinance No. 2020-812 shall apply.

(3) Events After Closing Time: Any portion of a park or any enclosed building in a park in which an event is being conducted or is scheduled to be conducted, based upon a permit issued by the Director, shall not be considered closed after the regular closing time to members of the public who are attending or participating in the event, and who are within the permitted portion of the park, the building, any paths leading thereto from any street, or any other facility, outdoor area or off-street parking area intended for use in connection therewith, until thirty minutes after the conclusion of the permitted event. As to other members of the public who are not participants in the event, the park and all structures therein shall be considered closed at the regular closing time.

(4) Keizer Little League Park may be open after normal closing times where fields are appropriately lighted within the dates and times as follows:

- (a) Lighting may extend the park hours from March 1 to October 31.
- (b) The park will close, and the lights will be off, at 11:00 p.m.
- (c) Extended hours shall be limited to Monday through Saturday; the park shall close at normal closing times on Sundays.
- (d) City Council may extend these hours for special events.

1 (5) Keizer Rapids Park Artificial Turf Fields may be open after normal
2 closing times where fields are appropriately lighted within the dates and
3 times as follows:

4 (a) Lighting may extend the Keizer Rapids Park Artificial Turf Fields
5 hours year round.

6 (b) Artificial Turf Fields will close, and the lights will be off, at 10:00
7 p.m.

8 (c) Extended hours shall be limited to Monday through Saturday; the
9 Artificial Turf Fields shall close at normal park closing times on
10 Sundays.

11 (d) City Council may extend these hours for special events.

12 (e) The extended closing times only apply to the Artificial Turf Fields
13 at Keizer Rapids Park and not any other part of Keizer Rapids Park
14 unless specifically permitted under these Park Regulations.

15 ~~(5)~~(6) Emergency closing:

16 (a) The Council, the Director, or the Chief of Police, or their
17 authorized representatives, may direct any park or designated
18 portion thereof to be closed at certain times or from time to time if
19 the closing is reasonably necessary for the proper conduct of any
20 activity by City, to protect public property or natural resources
21 within a park or any private or public property or natural resources

1 in the vicinity of a park from damage, or to preserve the public
2 peace or safety in a park or portion of a park or in the vicinity
3 thereof.

4 (b) When a park or portion thereof is closed to the public, pursuant to
5 the above authority or any other proper authority, no person may
6 enter the park or closed portion thereof after notice of closing or
7 fail or refuse to promptly leave the park when requested to do so
8 by the Director, any park attendant, guard, special officer
9 authorized by the Director, or law enforcement officer.

10 Section 26. VESSELS.

11 (1) For parks located adjacent to the Willamette River, any vessel must be
12 operated in accordance with all applicable county, state and federal
13 regulations.

14 Section 27. VIOLATIONS. Violations of this Ordinance shall have the following
15 maximum fine amounts:

- 16 (1) Section 5, Subsection 3: \$100.00 (Carlson Skate Park violations).
17 (2) Section 6, Subsection 2: \$200.00 (no exclusive use unless issued a
18 permit).
19 (3) Section 7, Subsection 13: \$200.00 (placement of booth, table, chair, stool,
20 structure, vehicle, or piece of equipment in any portion of a park for which
21 a park permit has been issued without the consent of the permittee).

- 1 (4) Section 8: \$500.00 (vendors in city parks).
- 2 (5) Section 9, Subsection 1: \$200.00 (entering or remaining in park closed to
3 public).
- 4 (6) Section 9, Subsection 2: \$500.00 (unlocking, opening, removing, moving,
5 or tampering with gate, door, window, ventilator, skylight, screen, grate,
6 fence, lock or barrier to exclude public from park or portion thereof, or
7 tampering with, removing or defacing any sign, legend or other notice
8 designating dangerous or prohibiting entry).
- 9 (7) Section 10: \$200.00 (entertainment).
- 10 (8) Section 12: \$200.00 (vehicles – operation and parking procedures and
11 restrictions).
- 12 (9) Section 13, Subsections 1 and 2: \$200.00 (leash law, allowance of
13 animals, and setting out food in park for animals).
- 14 (10) Section 13, Subsections 3 and 4: \$300.00 (abandoning animal in park,
15 capturing, hunting, molesting, harming, or attempting to capture, hunt,
16 molest or harm animals, and possession of the young, the eggs, or the nest
17 of any animal).
- 18 (11) Section 14: \$500.00 (fires).
- 19 (12) Section 15: \$200.00 (smoking).
- 20 (13) Section 16: \$200.00 (intoxicating beverages).
- 21 (14) Section 17: \$150.00 (powered models).

- 1 (15) Section 18: \$150.00 (golf).
- 2 (16) Section 19: \$200.00 (doing business).
- 3 (17) Section 20: \$500.00 (water pollution).
- 4 (18) Section 21: \$500.00 (guns, firearms, dangerous materials and fireworks).
- 5 (19) Section 23: \$500.00 (damaging park property).
- 6 (20) Section 24: \$150.00 (littering).
- 7 (21) Section 25: \$300.00 (closing time – emergency closing).
- 8 (22) Section 26: \$200.00 (vessels).
- 9 (23) Enforcement of any violation under this Ordinance shall be accomplished
- 10 through the Keizer Civil Infraction Ordinance. The base fine amount shall
- 11 be the maximum fine. The presumptive fee shall be 75% of the maximum
- 12 fine amount. The minimum fine shall be 50% of the maximum fine
- 13 amount.
- 14 (24) In addition to enforcement noted above, violators may be excluded from
- 15 the park up to one hundred twenty (120) days if the municipal court finds
- 16 there is a reasonable likelihood for repeat violations.
- 17 Section 28. SEVERABILITY. If any section, subsection, sentence, clause, phrase, or
- 18 portion of this Ordinance is for any reason held invalid or unconstitutional, or is denied
- 19 acknowledgment by any court or board of competent jurisdiction, then such portion shall
- 20 be deemed a separate, distinct, and independent provision and such holding shall not
- 21 affect the validity of the remaining portions hereof.

1 Section 29. REPEAL OF ORDINANCE NO. 20~~23-86918-791~~, ORDINANCE NO.
2 ~~2022-846, AND ORDINANCE NO. 2023-857.~~ Ordinance No. 20~~23-86918-791~~
3 (Establishing Keizer Parks Regulations), ~~Ordinance No. 2022-846 (Amending Keizer~~
4 ~~Parks Regulations Regarding Smoking) and Ordinance No. 2023-857 (Amending Keizer~~
5 ~~Parks Regulations Regarding Conduct)~~ isare hereby repealed in its~~their~~ entirety.

6 Section 30. EFFECTIVE DATE. This Ordinance shall take effect thirty (30) days after
7 its passage.

8 PASSED this _____ day of _____, 202~~43~~.

9 SIGNED this _____ day of _____, 202~~43~~.

10
11
12
13 _____
14 Mayor

15 _____
16 City Recorder

PARKS TOURS

2017: Country Glen, KLL, Mike Whittam, Claggett, Rickman & Skate Park

2018: KRP, Meadows and Hill

2019 was cancelled due to weather

2020 was cancelled due to Covid (Claggett, Northview, KLL & Bob Newton)

2021 Spring: Chalmers-Jones, Willamette Manor, Wallace House

2021 Fall: Claggett Creek, Northview, Palma Ciega

2022: Palma Ciega, Keizer Rapids, Bair Park

2023: Keizer Rapids Park, Ben Miller Family Park, Bob Newton Family Park

2024: