



**KEIZER PARKS & RECREATION ADVISORY BOARD
REGULAR SESSION MINUTES
Tuesday, October 11, 2016
6:00 p.m. Keizer Civic Center**

CALL TO ORDER

Chair David Loudon called the meeting to order at 6:00 p.m.

ROLL CALL

Present

David Loudon, Chair
Jim Taylor, Vice Chair (6:02)
Richard Walsh
J.T. Hager
Matt Lawyer
Dylan Juran
Scott Klug
Donna Bradley
Clint Holland

Council Liaison Present: Roland Herrera

Staff Present

Robert Johnson, Parks Division Manager
Debbie Lockhart, Deputy City Recorder

APPROVAL OF MINUTES: Matt Lawyer moved for approval of the September 12 Parks Tour Minutes and the September 13 Regular Meeting Minutes. Donna Bradley seconded. Motion passed as follows: Loudon, Hager, Lawyer, Klug, Juran, Walsh, Bradley and Holland in favor with Taylor absent at time of vote (Donna Bradley abstaining from voting on the Parks Tour Minutes).

APPEARANCE OF INTERESTED CITIZENS

Sherrie Gottfried with *Allen Barker* representing the Keizer Parks Foundation, shared fundraising plans related to the Solar Eclipse event and asked for volunteers from the Parks Board. David Loudon volunteered as a private citizen to survey the proposed camping area at Keizer Rapids Park.

Dean Lehto, Keizer, requested that repairs be made to the Chalmers-Jones Skate Park. He noted that he had contacted American Ramp Company and shared information about the product they use for renovating skate parks.

Robert Johnson reminded Board members that \$5,000 was set aside for repairs and it could be combined with money in the grant program. He provided background regarding the previous skate park repair grant request and explained to Mr. Lehto that the grant is a reimbursement grant.

Board members voiced enthusiasm for the project and urged Mr. Lehto to:

- Get bids from several vendors – looking at all alternatives
- Find someone who has done it successfully within budget
- Get references
- Look at the elements of cost and possible donations of materials/labor
- Get someone with a passion at the helm – someone who won't give up
- Get other students involved – form a committee

Matt Lawyer and Dylan Juran volunteered to help as needed. Mr. Lehto was urged to work with Robert Johnson.

NEW/OLD BUSINESS

Little League Fields Grant: Brad Arnsmeier, Keizer, submitted a grant request and provided details about the improvements planned. He noted that he had been unable to secure specific dollar amounts in time for the meeting. J.T. Hager moved to address this issue later in the meeting to allow Mr. Arnsmeier to get the necessary figures. Matt Lawyer seconded. Motion passed unanimously as follows: Louden, Hager, Lawyer, Klug, Juran, Walsh, Bradley, Taylor and Holland in favor.

Later Mr. Arnsmeier distributed a proposed budget, reviewed the plans in detail and provided information regarding the donated labor, materials and equipment.

Matt Lawyer moved to accept the grant as requested. J.T. Hager seconded.

Discussion followed regarding which of the proposed improvements would be completed with the grant funding. Robert Johnson urged that the application show which projects would be completed by July with the grant funding. Mr. Arnsmeier agreed to come to the October meeting with specific dollar amounts on the value of the donated items and improvements.

Mr. Lawyer and Mr. Hager withdrew their motions.

Adopt-A-Park Program: It was noted that this was on the agenda at the suggestion of Mayor Clark. Discussion took place with several Board members indicating that they thought local businesses were 'tapped out' after the Big Toy and that asking businesses to support a park when so much work had been done to secure stabilized funding from the citizens would undermine that effort. Members suggested this be discussed in January.

HEAL (Healthy Eating Active Living) Grant: Staff provided general details regarding the program. J.T. Hager moved that the Parks Advisory Board recommend to Council that the City go through the process to become a HEAL City. Jim Taylor seconded.

Discussion followed regarding the process. Members asked that website pages be printed out and put in the next month's agenda packet for review before a recommendation be made to Council.

Mr. Hager and Mr. Taylor withdrew their motions.

Oregon Parks & Recreation Department Grant: Richard Walsh noted that there had been a lot of hard work done on the last grant and the City was successful getting \$500,000. Part of the match for that grant was a portion of the cost for the land. The remainder of that cost can be used for another grant but it must be used during this grant cycle.

Board members noted that this points up the need for stabilized funding because more improvements result in the need for more staffing. Board members asked Mr. Johnson to find out if the City can apply for another OPRD grant when they have not finished a project funded by that same grant and also to find out what the timeline would be for applying for this grant.

Parks Community Based Outreach: Matt Lawyer reviewed his handout and suggested that a subcommittee meet to finalize the plan for the upcoming work session. It was suggested that photographs be added to his slide presentation and that failures (needs) as well as successes be shown. Discussion followed regarding who would be targeted for outreach:

Chamber of Commerce	Senior Center	Rotary
Faith Based Community	Neighborhood Associations	Elks
Keizer Community Dinner	Sports Groups	Lions

Richard Walsh, Matt Lawyer and Dylan Juran agreed to work together to develop a presentation for the joint work session with Council on November 14. They will present it to the Board at the November 8 meeting. Jim Taylor and Clint Holland volunteered to come up with the contacts for the sports groups.

Solar Eclipse Event: Donna Bradley reported that Bill Lawyer had informed her that she needed to ask the Parks Board to waive the fees at Keizer Rapids Park for the Solar Eclipse event. Board members discussed this noting that City Council was the governing group that had that authority.

Matt Lawyer moved to waive fees associated with using the park for the Solar Eclipse event (Permit Fee and Amphitheater Reservation Fee). Discussion followed regarding areas in the park that would be closed during the event. The Big Toy, Dog Park and Boat Ramp would remain open; the camping area would be closed.

Matt Lawyer withdrew his motion.

Jim Taylor moved to recommend that Council waive all fees except the administrative fee for the Solar Eclipse event. Scott Klug seconded. Motion passed unanimously as follows: Louden, Hager, Lawyer, Klug, Juran, Walsh, Bradley, Taylor and Holland in favor.

STAFF REPORT -Timeline for Improvements funded through Grant (KRP/Big Toy):
Parks Division Manager Robert Johnson reviewed the timeline as follows:

Winter:

- Remove needed trees from orchard, keeping removal to a minimum. Marion County wood crew will be utilized to remove the bulk of the wood.
- Solicit bids for permanent restrooms and septic tank.
- Volunteers will put in conduit for power from Chemawa Road between two rows of trees. Electricity will be available to light the path.

Spring:

- Build restrooms
- Build waterline

Summer

- Pathway installation and paving
- Removal of wood chips at Big Toy
- Installation of rubberized surface (example shown) starting with addition of gravel base. Big Toy will be closed for 2 weeks for pour-in-place installation. Length of total closure will depend on how many volunteers help.

Board members discussed volunteer recruitment strategies

COUNCIL LIAISON REPORT: Councilor Herrera reported that the Council had rejected the designation of a certain tree in Keizer as a heritage tree because it did not meet the criteria. They will be reviewing the ordinance in the future so that it provides more specificity.

OTHER BUSINESS: None

ADJOURNMENT ~ Meeting adjourned at 8:17 pm.

Next Meeting: November 8, 2016
Joint Council Work Session: November 14, 2016

Approved: 11-08-16