



**KEIZER PARKS & RECREATION ADVISORY BOARD AGENDA**  
**Tuesday, December 11, 2018, 6:00 p.m.**  
**Keizer Civic Center**

1. CALL TO ORDER
2. APPROVAL OF MINUTES ~ November, 2018
3. APPEARANCE OF INTERESTED CITIZENS
4. NEW/OLD BUSINESS
  - Naming Garden in Chalmers-Jones Park
  - Naming Arboretum
  - 3-5 Year Parks Plan for Dedicated Park Fee
  - Discussion on Claggett Creek Linear Park
  - Update on Solar Eclipse Marker at Keizer Rapids Park
  - Update on Exercise Equipment in Parks
  - Park Reports:
    - Vacant Position: Meadows & Clear Lake
    - Donna Bradley: PFC Ryan J. Hill Memorial & Northridge
    - Clint Holland: Keizer Little League & Mike Whittam
    - Matt Lawyer: Chalmers-Jones & Bob Newton
5. STAFF REPORT
6. COUNCIL LIAISON REPORT
7. OTHER BUSINESS
  - Claggett Creek Watershed Report – Matt Lawyer
  - Parks Foundation Report – Donna Bradley
  - Other
8. ADJOURNMENT

Reminders:

**Next Board Meeting**  
**Tuesday, January 8, 2019**

Board Member Reporting to Council: NEED VOLUNTEER, Monday, December 17

**Americans with Disabilities Act (ADA) Notice**

The City of Keizer is committed to providing equal access to all public meetings and information per the requirements of the ADA and Oregon Revised Statutes (ORS). The Keizer Civic Center is wheelchair accessible; if you require any service that furthers inclusivity to participate, please contact the Office of the City Recorder at least 48 hours prior to the meeting by email at [davist@keizer.org](mailto:davist@keizer.org) or phone at 503-390-3700 or 503-856-3412. Most Parks Advisory Board meetings are streamed live through the City's website and cable-cast on Comcast Channel 23 within Keizer city limits.



**KEIZER PARKS & RECREATION ADVISORY BOARD  
REGULAR SESSION MINUTES  
Tuesday, November 13, 2018  
6:00 p.m. Keizer Civic Center**

**CALL TO ORDER** - Chair David Loudon called the meeting to order at 6:03 p.m.

**ATTENDANCE**

**Present**

David Louden, Chair  
Jim Taylor, Vice Chair  
Matt Lawyer  
Donna Bradley  
Clint Holland  
Zaira Marin Flores  
Wayne Frey  
Kyle Juran

**Absent:**

One Position Vacant

**Staff Present**

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

**Council Liaison:**

Roland Herrera

**APPROVAL OF MINUTES:** Wayne Frey moved for approval of the October Minutes. Matt Lawyer seconded. Motion passed as follows: Louden, Lawyer, Bradley, Holland, Marin-Flores, Frey and Juran in favor and one position vacant.

**APPEARANCE OF INTERESTED CITIZENS:**

*Carol Doerfler*, President of the West Keizer Neighborhood Association, complained that the repairs done at the Willamette Manor Park tennis court were inadequate and asked that it be replaced with a new court. Robert Johnson explained that the repairs were done before the Parks fee had been established and, now that funding is available, replacement of the court is anticipated during the next budget year.

*Rhonda Rich*, Keizer, commended the new ADA pathways in area parks and asked that the 'drop offs' from pavement to grass be smoothed out. Mr. Johnson explained that the spoils from the pathway construction were kept at all the parks so that staff can fill the edges of the sod up to the pathway with dirt and over-seed it to eliminate drop offs. Woodchips will be blown into the Willamette Manor playground to bring it up to the level of the walkway.

*Jeff Davis*, Keizer, provided a status update on securing fitness equipment along various park pathways. He noted that he has a list of possible funding sources, and has met with several vendors to discuss reducing freight costs, appropriate surfaces, etc. Discussion followed regarding maintenance, applying for a HEAL grant, the Parks

Board Matching Grant, and the Parks Foundation grant. A subcommittee was formed with Zaira Marin-Flores, Dylan Juran, Matt Lawyer and Jeff Davis to pursue this project.

## **NEW/OLD BUSINESS**

**Placement of Solar Eclipse Marker at Keizer Rapids Park:** Clint Holland distributed a photograph of a plaque commemorating the 2017 Eclipse at Volcano Stadium and suggested that something similar be installed at the Keizer Rotary Amphitheater. Robert Johnson urged Mr. Holland to approach the Parks Foundation for funding.

**Park Stewards/Park Caretakers:** No report from subcommittee. David Loudon reported that he had brought the Parks recommendation to consider reinstatement of the on-site Caretaker to Council at the last meeting but they had taken no action.

**Naming of Community Gardens on Rickman:** Matt Lawyer asked that this item be postponed.

### **Park Reports:**

- Park Reports:
  - Zaira Flores Marin:
    - Claggett Creek: New basketball court looks great and is being used a lot
    - Wallace House: No report
  - Dylan Juran:
    - Palma Ciega: No report
    - Willamette Manor: People are parked there regularly but they do not appear to use the park
  - David Loudon:
    - Bair: Pathways looking very good
    - Ben Miller: Gofers in the wood chip fall protection at play structure
  - Jim Taylor:
    - Sunset: Very clean. Darrell Richardson moved the benches in preparation for the river rising.
    - Northview: No report
  - Wayne Frey:
    - Country Glen: Soccer goals were taken down for the winter. Volunteers did a major project recently to improve the overall park: removing wood chips, placing gravel around picnic pavilion, painting the pavilion, etc.
    - Hidden Creek: Has two downed trees.

**STAFF REPORT:** Robert Johnson reported that

- The bathroom project at Keizer Rapids Park is underway; cinderblocks are in place and the roofing structure rafters are up.
- Leaf season has gone well; most have been ground up and some hauled away.
- Pathway projects continue.
- The basketball court at Northview will be the next one replaced.
- Wood chips are scheduled to be blown in at Country Glen and Ben Miller parks using Keizer Rapids Park chips.

- The floats for the boat doc have not been removed because the water level on the Willamette is still low.

**COUNCIL LIAISON REPORT:** Councilor Herrera welcomed new Councilors Elizabeth Smith and Dan Kohler to Council and reviewed recent Council actions. He also announced the passing of former Councilor Mike Hart.

**OTHER BUSINESS:** Matt Lawyer reported that the Claggett Creek Watershed Council will be doing a cleanup at Ben Miller Park this spring along with the usual City Hall cleanup in May. Soggy Day at the Park is being planned again this year.

Dylan Juran reminded the Board of a recent email forwarded from Mayor Clark regarding the National Fitness Council fitness equipment opportunity. David Loudon indicated that he would contact Mayor Clark to see if she thinks the Board should invite them to a meeting to learn more about this opportunity.

Donna Bradley reminded everyone that the Parks Foundation has \$500 for dog park improvements and urged citizens to contact the foundation. Robert noted that two items that are suggested to him frequently are more trees for shade and more benches. Donna indicated that she would take that information back to the Foundation. She added that the Foundation is working to get solar sails installed at the Big Toy.

Additional discussion took place regarding the Safe Routes to Parks grant. Matt Lawyer suggested that he and Wayne Frey (Chair of the Traffic Safety, Bikeways, Pedestrian Committee which applied for two Safe Routes to School grants) work together on this project. It was noted that although they would probably not be able to meet the December deadline, they could work towards submitting one for the next cycle.

**ADJOURNMENT** ~ Meeting adjourned at 7:23 p.m.

***Next Meeting: January 8, 2019***

Approved: \_\_\_\_\_

1 CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

2  
3 Resolution R2009- 1917

4  
5 ADOPTING POLICIES FOR KEIZER PARKS AND  
6 RECREATION DONATION OPPORTUNITIES;  
7 **REPEALING RESOLUTION R2006-1737 (ADOPTING**  
8 **POLICIES FOR KEIZER PARKS AND PUBLIC**  
9 **PLACES DONATION OPPORTUNITIES)**

10  
11 WHEREAS, Resolution R2006-1737 (Adopting Policies for Keizer Parks and  
12 Public Places Donation Opportunities) was adopted by the Keizer City Council on  
13 November 20, 2006;

14 WHEREAS, the City Council wishes to repeal such Resolution and replace it  
15 with new policies for future donations;

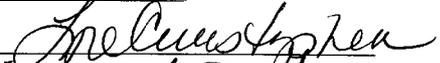
16 NOW, THEREFORE,

17 BE IT RESOLVED by the City Council of the City of Keizer that the attached  
18 "Keizer Parks and Recreation Donation Opportunities" is hereby adopted.

19 BE IT FURTHER RESOLVED that Resolution R2006-1737 (Adopting Policies  
20 for Keizer Parks and Public Places Donation Opportunities) is hereby repealed in its  
21 entirety.

22 PASSED this 2nd day of February, 2009.

23 SIGNED this 2nd day of February, 2009.

24  
25   
26 Mayor  
27   
28 City Recorder

## **Keizer Parks and Recreation Donation Opportunities**

The Keizer City Council and Keizer Parks and Recreation Board encourage individuals, groups and organizations to make donations to improve public parks, places and facilities.

**I. Types of Donations:** Gifts donated to parks can be designated for a specific park or program or undesignated leaving use of the donation to the discretion of city staff. Donation opportunities are limitless but include:

- Park Equipment (benches, picnic tables, kiosks, walkways)
- Playground Equipment
- Trees and shrub plantings
- Recreation Programs and Scholarships
- Sports Equipment
- Artwork
- Structures & facilities
- Property

Gifts to improve Keizer parks can be donated to the City of Keizer or the Keizer Parks Foundation. This foundation was established in 2007 to provide a volunteer citizen organization and fundraising effort focusing solely on improving Keizer's parks and associated recreation programs. The foundation will work with the Keizer Parks Department to implement its projects in a manner that is coordinated with and beneficial to the city

Gifts may be tax deductible. Donors are advised to consult their own tax professional to determine deductibility. Each individual, group, or organization will receive a letter of appreciation and appropriate tax verification information.

**II. Criteria for Accepting Donations:** The following general principles have been established by the Keizer Parks and Recreation Board to help determine the appropriateness of donations:

- A. *Preserve the integrity and artistry of the parks, trails, and open spaces.* Donations should be placed in a park to enhance the master plan and be part of the overall landscape design of the site.
- B. *Provide a "Quiet Reverence" instead of a public display.* Donations should allow the existing natural scenery and architecture to dominate. Donations should not detract from the quality of the visitor's experience or overpower the setting.
- C. *Less is better than more.* A conservative approach is warranted and great consideration must be given to site design if a donation is located in scenic or historic environs of parks, trails, and open spaces.

- D. *Incorporate Broad Community Values.* All donations should have significance that is readily apparent to the general public and not that of a small special interest group.

### III. Recognition for donations:

- A. Acknowledgement of general donations:** The city and parks and recreation advisory board will work to visibly acknowledge significant donations in a manner that is appropriate for the given donation, that does not detract from the quality of a park or program, and that serves to encourage further donations to improve public facilities and programs.
- B. Acknowledgement of sponsorships:** Sponsorships are temporary agreements with the city of Keizer for donations that fund events, recreational activities, or specific items (i.e. benches, trees, tables, fountains). The acknowledgement will be in the form of a plaque and/or recognition in event materials or other agreed upon recognition methods. For specific items, the recognition may extend to the life of the item at the City's option.
- C. Acknowledgement through Naming Rights:** One of the most visible and sensitive forms of acknowledgement is the naming of a park or a facility within a park after an individual, company, or organization. In an effort to treat all "naming" suggestions in a fair and open manner, and recognizing the potential for controversy surrounding such decisions, the Parks and Recreation Advisory group has developed the following guidelines.
1. **General Procedure for Naming Rights:**
    - a. Naming suggestions from the public, advisory board members, organizations, and others should be made to the Parks Division in Keizer's Public Works Department in writing. The information provided should include justification for the name in order to aid in considering the suggestion.
    - b. After review by the appropriate city staff the proposal will be placed on the agenda of the Keizer Parks and Recreation Advisory board and will be brought forward with a recommendation from city staff. Public input will be solicited via normal publication methods and time will be provided for public input at a designated Parks Advisory meeting. Procedures for naming and renaming of parks will at a minimum include the provisions outlined in City Council Resolutions R96-894 and R2006-1740 pertaining to the naming of city parks.
    - c. The Keizer Parks and Recreation Board recommendation will be forwarded to the Keizer City Council for final action and official designation.
  2. **Criteria for Names:** The following are criteria the advisory board will use in considering suggestions for names:

- a. Names will be considered if appropriate for the park, facility, or amenity within a facility. The name must not duplicate, or be closely relate to, or pronounced similarly, to any other name within the Keizer system to minimize confusion to the general public; or be a name associated with a company whose business is deemed illegal; or be discriminatory or derogatory of race, gender, creed, religious or political affiliations, or other similar factors.
  - b. To be recommended, names should be relevant to the item being named, be reviewed by other individuals, corporations, and organizations who have made significant contributions to the completion of the park or facility being named, and meet one or more of the following criteria:
    - (1) Recognize a person or organization that has made an exceptional contribution to and a positive impact in the community, either through many acts over time or one exceptional contribution. Relevant contributions can include: significant funding or donations of material, time, and/or talent to build, maintain or develop a park or facility; donations enabling the acquisition, development or conveyance of land or facility; or other tangible or intangible contributions or positive impacts.
    - (2) Highlight a relevant, important historical event, natural phenomenon or geographic location.
    - (3) Names reflecting private business identities will be considered when it results from donations that made a park or facility available to the public that otherwise would not exist and reflects either the initial agreement concerning the donation and/or ongoing contributions helping to maintain or improve the park or facility. Commitments for names conferred through this provision are only for the period of time specified in the associated agreements. Names reflecting business donations will only be considered when the donation covers in excess of 50% of the costs associated with the facility.
3. In all cases, the Parks Advisory Board and City of Keizer are strongly committed to appropriately acknowledge all critical contributors through signage at the site of major donations. Signage shall be approved and placed by the City or its agents only.

Robert:

To begin this request, we are asking the indulgence and understanding of the City of Keizer and Keizer Parks Board. We realize that we worked outside the Keizer Parks Board, City of Keizer naming process and hope for their understanding.

Members of Keizer Rotary began this project in April of 2017 with the request from then Rotary International President Elect Ian Riseley to plant a tree for each Rotarian by April 22, 2018. We were aware of the work that Wilbur had done creating his Trees of Distinction paper, his work with Oregon State University and the resulting list of 85 trees the City of Keizer adopted as recommended trees for our community. We planted our first trees in November of 2017 and again in February 2018. In April 2018 in a discussion with AJ Nash, Aj and I came up with the idea of naming the Arboretum in honor of Wilbur for all he has done for our community. The Keizer Rotary Board approved our request in May 2018.

I was aware that the City of Keizer had a naming process and it would take some time. I was also aware the process was public and we wished to surprise Wilbur and his family with this honor. We unveiled a sign at the 2018 Keizer Rotary Officer Induction Ceremony in late June 2018 naming the Wilbur Bluhm Arboretum. Wilbur, being the humble person he is asked that the name be changed to include Keizer Rotary.

Keizer Rotary has since installed an irrigation system in partnership with Keizer Park Department. Keizer Rotary also bought and planted an additional seven trees on November 3, 2018 and installed an information sign which included the Keizer Rotary Arboretum in Honor of Wilbur Bluhm naming.

We look forward to many years of service to maintain and improve our community's arboretum.

Labeling for each tree, welcome signs at each end of the arboretum and a level one certification request should be completed by the end of January 2019.

Robert, we appreciate that you brought to our attention the City of Keizer's naming process as we were so busy with completing the project and working through last summer's drought we had forgotten all about what we should have done back in July of this year.

We respectfully request that the City of Keizer and the Keizer Parks Board honor Wilbur Bluhm and Keizer Rotary with approving this request.

If you have any questions, concerns or suggestions please do not hesitate to contact me.

Highest Regards,

Mark

Keizer Rotary Immediate Past President  
Community Service Project Manager

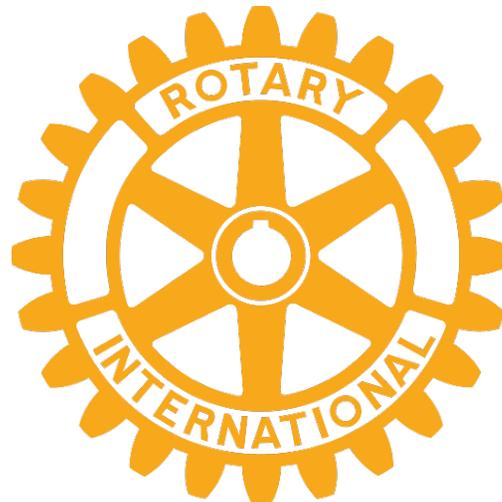
# The Keizer Rotary Arboretum in Honor of Wilbur Bluhm

For over 50 years Wilbur Bluhm (Emeritus, OSU Extension Service) of Keizer has studied, recorded and inventoried over 2,000 perennial plants in the greater Keizer area. Focusing on our community's trees and their seasonal and environmental changes Wilbur has been instrumental in developing a data base used by Oregon State University and a list of trees recommended by the City of Keizer. With over 54 years of perfect attendance in Rotary and as a current member of the Rotary Club of Keizer who exemplifies the Rotary Motto of "service above self," we applaud Wilbur's accomplishments and honor him with the establishment of this arboretum.

Wilbur Bluhm's dedication prepared The Rotary Club of Keizer for the 2017 challenge made by Ian H. S. Riseley, President of Rotary International, for every Rotary Club to make a difference in environmental sustainability by planting a tree for each Rotarian by Earth Day (April 21, 2018). The Rotary Club of Keizer sought a partnership with the City of Keizer and the Claggett Creek Watershed Council to create this arboretum in honor of Wilbur Bluhm which includes examples of City recommended "right of way" and native trees. The Rotary Club of Keizer supported by the work and expertise of Wilbur along with 200 community volunteers planted 76 trees, one for each Keizer Rotarian by February 3, 2018. Funded through donations and Rotary grants the final product allows public inspection of "recommended trees" growing in a natural setting.

In support of Wilbur's work The Rotary Club of Keizer, City of Keizer and the Claggett Creek Watershed Council are committed to the maintenance, growth and certification of the Keizer Rotary Arboretum.

Everyone is encouraged to wander among the trees, learn their names and characteristics, approach them like an old friend and as Wilbur does address them by saying, "I know this tree." Enjoy your time spent in nature and please plant a tree for us all.



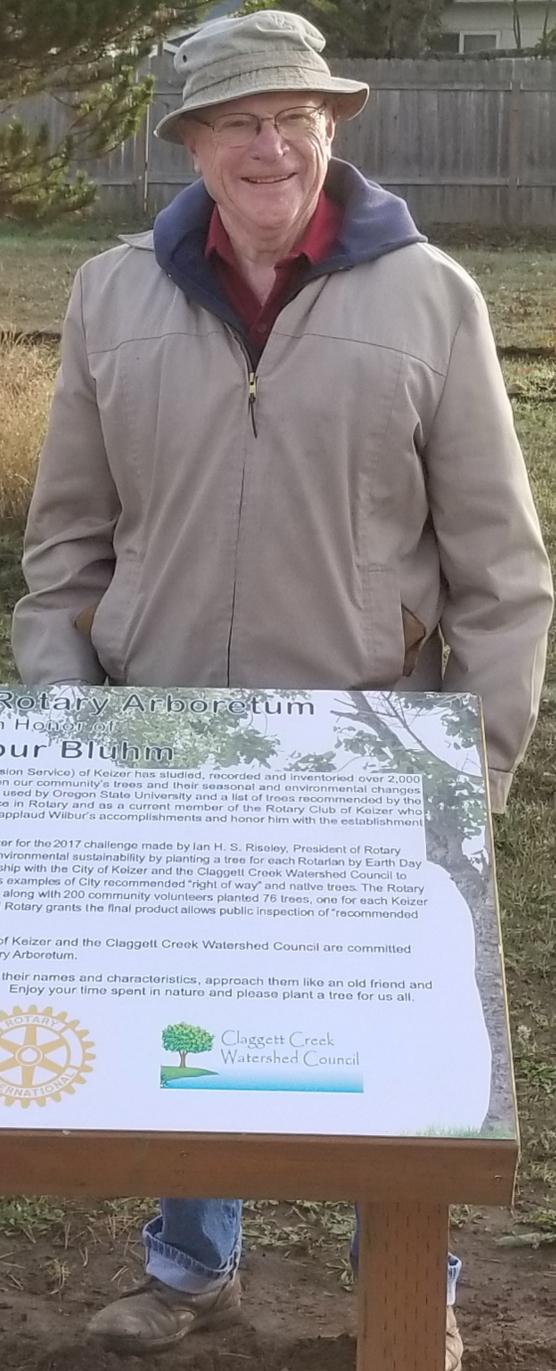
Keizer Rotary Arboretum Concept Paper  
(Updated September 24, 2017)

I.H Risely, the current President of Rotary International has challenged each Rotary Club to make a difference in our environmental sustainability by planting a tree for each of their members by Earth Day, April 22, 2018. For Keizer Rotary that means planting 76 trees. We have scheduled November 4, 2017 as our target date for planting. To this end, Keizer Rotary has sought a partnership with the City of Keizer and the Claggett Creek Watershed Council to create a "Keizer Rotary Arboretum" which will include one or more examples of trees recommended by the City of Keizer for "right of way" planting (approximately 85 present count) and other native trees suggested by various interested parties. The final product will allow public inspection of "recommended trees" growing in a natural setting using signage, a project map and internet technology (Keizer Rotary's, City of Keizer, and Claggett Creek Watershed Council's web and Facebook pages.

After much discussion and consideration of several sites, a group representing the sponsoring parties has recommended an area in Keizer Rapids Park. Soil conditions including drainage, area size availability, proximity to water for irrigation, parking, pedestrian access and area planning were among the criteria considered. The recommended area is near the east border of the park, starting from the Willamette River and running primarily north and a bit west as necessary to accomplish the task. Planting would take into consideration improving the sound barrier between the neighborhood to the east and Keizer Rotary Amphitheater to the west. The size of the tree at maturity including the expected canopy as well as the nature of the root system will be taken into consideration to remediate the impact on private residences to the east and the paved walk way to the west and north. It is anticipated some trees will be planted west of the walk way but not to encroach on the current concept of an "open field" as detailed in the KRP master plan. Irrigation water is readily available at this site. An appropriate irrigation system would need to be installed to avoid hand watering.

Project "out of pocket" costs is expected to be approximately \$8,000 with value of loaned equipment, planting and planning expertise and volunteer help taking the total project cost to approximately \$12,000.

If you have any concerns, suggestions or comments please contact Mark Caillier (email: [markcaillier@comcast.net](mailto:markcaillier@comcast.net), cell: 503-930-7481).



### The Keizer Rotary Arboretum in Honor of Wilbur Bluhm

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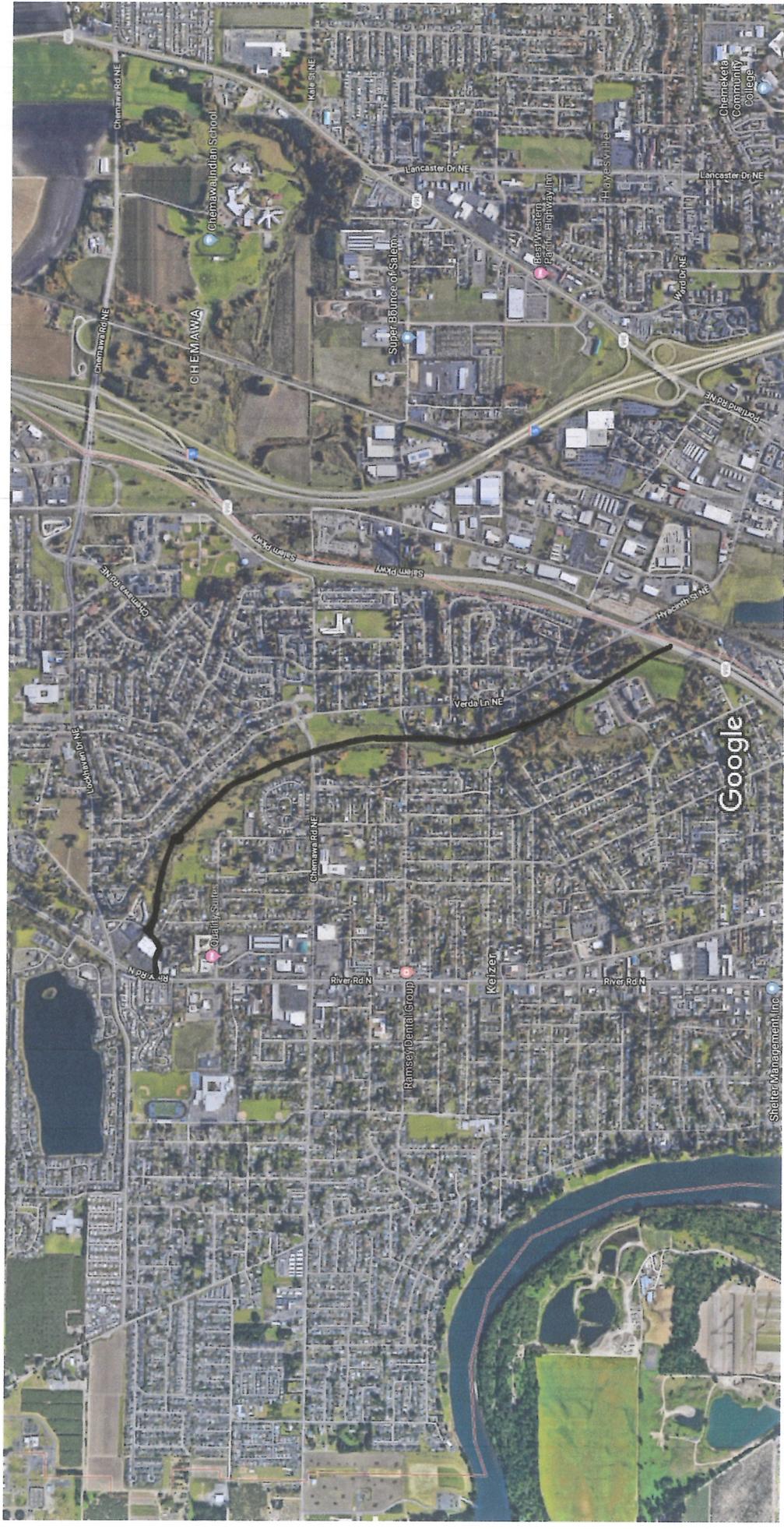


## Claggett Creek Linear Park – Request from Richard Walsh

I know I sound like a broken record on this but maybe it's now time to revisit how to open up safe access to the parks, schools and other public lands and neighborhoods along Claggett Creek. Maybe it's finally time to at least seriously study how to create part (or all) of a linear safe route connecting all of these greenspaces from the Parkway bike path by Claggett Creek Middle School to Waremart on River Road. (see diagram). I know that since this path is generally on unbuildable land in the floodplain, sections could be flooded in high water events but that is no different from some of the best paths in many of the parks in Salem and the county including Minto Brown and Willamette Mission Park. The fact that this land is generally unbuildable presents more opportunities than obstacles. Maybe a technical assistance grant like this would be a great first step to study the many possibilities we still have available at this time before those opportunities are gone and lost forever. Establishing a plan now (before the cow pasture and other private lands along the route in the floodplain are developed) could at least save our options for the future.

If appropriate, can you share this email with the Parks Board?

Rich



Imagery ©2018 Google, Map data ©2018 Google 1000 ft