



**Keizer Little League Park Long Range Planning Task Force
Meeting Agenda
Wednesday, September 4, 2019, 6:00 pm
Keizer Civic Center**

1. Call to Order
2. Appearance of Interested Citizens
3. **Approval of Minutes** – April 24, 2019
4. **Report and Discussion** – Subcommittee ‘Parent Organization’ Plan
5. **Field Projects and Priorities** – KLL & MYB short term (12-18 month list)
6. **Project Planning** – Future uses and opportunities (i.e. tournaments), facility requirements
7. Adjourn

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***Keizer Little League Park Long Range Planning Task Force
Meeting Minutes
Thursday, April 24, 2019
Keizer Civic Center***

CALL TO ORDER ~ Chair Clark called the meeting to order at 6:00 pm. Attendance was taken as follows:

Present:

Mayor Cathy Clark, Chair
Matt Lawyer, Vice Chair
Marlene Parsons, Councilor
Dan Kohler, Councilor
Bo Lane, McNary Youth Baseball
Rob Tavares, McNary Youth Baseball
Lisa Buik, Keizer Little League
James Hutches, Citizen

Absent:

Brad Arnsmeier, Keizer Little League

Also Present:

Clint Holland
David Dempster

Council Liaison/Staff:

Bill Lawyer, Public Works Director
Debbie Lockhart, Deputy City
Recorder

VOLUNTEER APPRECIATION: Marlene Parsons, representing the Volunteer Coordinating Committee thanked task force members for their dedication to the city and their ongoing volunteer efforts and distributed cookies as a token of appreciation.

APPEARANCE OF INTERESTED CITIZENS: David Dempster from the Traffic Safety, Bikeways, Pedestrian Committee, announced that the Committee would like the Task Force to consider in their long range planning (1) parking lot improvements to allow for drop-offs and ADA compliance, (2) no parking on Ridge Road, (3) a bike lane on Keizer Road in the park area, and (4) ADA access to the fields.

Public Works Director Bill Lawyer responded that the City has an agreement with the Council of Governments for them to perform an ADA compliance report city-wide. It is not complete, but when it is the City will have a clear idea of where the issues are and can then formulate a plan to address the issues. In a facility like the Little League Complex, the entire facility does not have to meet ADA standards but some areas do.

Lengthy discussion followed regarding parking options. Mayor Clark noted that the charge of this Task Force is to identify needs and perhaps make a plan and conceivably paving of the parking lot could be one of those goals. Perhaps parking, drainage, signage and traffic flow improvements could be accomplished through partnering with the City and/or grants.

APPROVAL OF MINUTES: Marlene Parsons moved for approval of the February 27, 2019 Minutes. Matt Lawyer seconded. Motion passed as follows: Clark, Parsons,

Lawyer, Lane, Kohler and Hutches in favor with Tavares and Buik abstaining and Arnsmeier absent.

REPORT AND DISCUSSION – ‘Parent Organization’ Plan: Matt Lawyer reported the group had discussed restructuring to a single entity but had concerns related to the differing philosophies but not the facilities. He got the sense that both organizations were on board with considering a joint facilities board. As things progress they will work on sharing concessions. They are in a position now to begin to flesh this out from an organizational standpoint (by-laws, administration, etc.) for the next fiscal year. They will probably need a little latitude to get it put into place and leave room to figure things out and iron out tweaks. They are not ready to rename the facility yet, but want to memorialize everything that has happened to date. KLL and MYB need to have something to look back on and recognize initial volunteers. He noted that he was using the Keizer Heritage Center by-laws and tailoring them to work for the organizations and is about 80% finished. When he completes it he will have both organizations tweak it to make it a document that both agree to.

Concessions will be a net revenue generator for the entire year. The expectation would be that net revenue would go into a pot that would be used only for the facility and if they made over a certain amount, a percentage of that would go to the parent organizations. This will probably be in the bylaws. Slot fees will be eliminated except for non-youth organizations.

Discussion followed regarding offering the option to parents of team members of payment of a fee in lieu of volunteering, rules of parent organizations, making sure the process is in place to operate the concession stand and monitor revenue and expenses, and getting the word out when volunteers are needed for large projects.

Matt Lawyer moved that the Task Force recommend that the complex committee and the communication plan be planned out and implemented, the concession processing and organization be planned out, and the by-laws drafted and worked through to bring back at the August meeting for the joint maintenance and operations organization. Marlene seconded. Motion passed as follows: Clark, Parsons, Lawyer, Lane, Kohler and Hutches in favor with Tavares and Buik abstaining and Arnsmeier absent.

Staff pointed out that the Task Force was scheduled to terminate August 20, 2019. Task Force agreed by consensus to ask for a 6-month extension so that they could focus on baseball now and meet again in August.

FIELD PROJECTS AND PRIORITIES: To be addressed at next meeting.

PROJECT PLANNING: To be addressed at next meeting

ADJOURNMENT: Meeting adjourned at 7:18 p.m.

Next Meeting: TBD - August

Minutes approved: _____