



**Keizer Rapids Park Community Build Task Force
Meeting Minutes
Tuesday, November 5, 2013 at 6:00 p.m.
Keizer Civic Center**

CALL TO ORDER ~ Chair Quinn called the meeting to order at 6:05 p.m. Attendance was taken as follows:

Present:

Marlene Quinn, Chair	Councilor
Jim Taylor	Councilor
Janet Carlson (6:10)	Marion County
Ron Freeman	West Keizer NA
Meredith Coy (6:06)	Gubser NA
Richard Walsh	Parks Board
Brandon Smith (left @ 6:15)	Parks Board
David Loudon	Parks Board
Will Stitt	Citizen at Large

Staff Attending:

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

Citizens Attending:

Evan Christopher
Carol Doerfler

APPROVAL OF MINUTES ~ Jim Taylor moved for approval of the September, 2013 Minutes. David Loudon seconded. Motion passed as follows: Freeman, Quinn, Smith, Stitt, Taylor and Walsh in favor, Loudon abstaining and Carlson and Coy absent at time of vote.

APPEARANCE OF INTERESTED CITIZENS ~ Carol Doerfler urged that adequate parking near the play structure be given high priority when the area is designed.

COORDINATOR REPORTS: Janet Carlson provided an overview of the project management team and its role as the steering committee. She explained that the Task Force serves as the steering committee with four subcommittees and seven others that are only people - not committees. These will consist of one or two coordinators that will oversee a particular area. The concept is that everyone on the Task Force will have a role in one of the boxes on the organization chart. Chair Quinn added that she will provide signup sheets at the Design Day Event so that interested citizens can volunteer. The roll of the Task Force will be to ensure that specific coordination duties are being performed. Richard Walsh suggested that it would be worthwhile to hire a full time person to coordinate this project. Jim Taylor suggested Rich Duncan be contacted. Janet Carlson indicated that she would contact him.

Public Relations: Brandon Smith announced that Roland Herrera has joined the public relations team. He questioned if the Chemawa Indian School should be included in these efforts to which Chair Quinn replied that the design efforts would be limited to elementary schools, but the Chemawa Indian School would be included in the public outreach to the community.

Evan Christopher noted that K23 will film activities in the Civic Center lobby but can only broadcast live what takes place in the Council Chambers. Phillip O'Donnell has requested details so that he can figure out the logistics of the filming and broadcast.

Fundraising: A preliminary budget was prepared and distributed by Public Works Director Bill Lawyer. Chair Quinn explained that it only includes the \$100,000 SDC funds but as money comes in the total will be adjusted and money will be designated for specific needs. Additional discussion took place regarding the budget. It was noted that the \$250,000 goal includes the cost of the consultant (Leathers) and their expenses. Discussion then took place regarding available grants, building the play structure in phases, and parking costs.

Children's Committee: Carolyn Ream, a retired school teacher, has been recruited to coordinate the Children's Committee. Ms. Ream has indicated that she will recruit additional educators.

Design and Special Features: The following features were suggested for consideration by Task Force members:

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|---|-------------------------------------|
| Viewpoint tower | Historical Structures |
| Zip Line (kid version – bar with pulley) | Wallace House |
| Rock Wall/Climbing Wall | River Boat |
| Slides | Spider Web (cargo web) for climbing |
| Swings | Jail with Rubber Bars |
| Fire Truck Water Feature (with Fire Department to provide materials and volunteers) | |
| Partial covering so that structure can be used in inclement weather | |
| Artwork such as tiles painted by youth – perhaps a McNary art project | |
| Cherry Drop (uneven bars low enough for 5-6 year olds to use) | |

RECOMMENDATION FOR PLACEMENT OF PLAY STRUCTURE: Discussion took



place regarding the size of the play area, fencing and setbacks. It was noted that placement in Area A would allow parking; B would most likely have parking across the roadway; C would allow for parking. Following input from members, Chair Quinn agreed to talk to the consultant, find out what sort of structure \$250,000 would buy and get a footprint of that structure. Then the Task Force could superimpose a footprint on the three areas being considered and choose the best site.

DESIGN DAY PLANNING: Chair Quinn noted that Brandon Smith and Rolland Herrera will be visiting the six schools prior to Design Day and the teachers will use the forms distributed as a sort of lesson plan. The completed forms will be given to the designers to use in planning the structure. Children's designs will be displayed at the Civic Center.

Volunteers going to the schools on the 14th are:

Carol Doerfler/David Louden	Cummings
Meredith Coy/Consultant	Gubser
Richard Walsh/Consultant	Keizer
Will Stitt/Roland Herrera	Kennedy
Jim Taylor/Evan Christopher	Clearlake
Marlene Quinn/Carolyn Ream	Forest Ridge

Evan Christopher volunteered to check with local businesses for food donations for the Design Day event at the Civic Center. He questioned what was planned for the "fun" part of the event (noted on flyer).

OTHER:

Consultant Transportation:

- Will Stitt will pick them up in Portland, Wednesday, November 13
- Meredith Coy and Richard Walsh will transport them in Keizer
- Ron Freeman will return them to Portland, Friday, November 15

ADJOURNMENT ~ Meeting adjourned at 7:15 p.m.

Next Meeting:

Pre-Design Day meeting with Designer: Wednesday, November 13
Design Day: Thursday, November 14
Regular Meeting: Tuesday, December 3, 2013

Minutes approved: 12-03-13