



**Keizer Rapids Park Community Build Task Force  
Meeting Minutes  
Tuesday, October 7, 2014 at 6:00 p.m.  
Keizer Civic Center**

**CALL TO ORDER** ~ Chair Quinn called the meeting to order at 6:06 p.m. Attendance was taken as follows:

**Present**

Marlene Quinn, Chair	Councilor
Jim Taylor	Councilor
Janet Carlson	Marion County
Ron Freeman	West Keizer NA
Richard Walsh	Parks Board
David Loudon	Parks Board
Brandon Smith	Parks Board
Linda Baker	Citizen at Large

**Absent**

Meredith Coy	Gubser NA
Carolyn Ream	Citizen at Large
Mark Caillier	Citizen at Large
Randy Cook	Citizen at Large
One position vacant	

**Staff:**

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

**APPROVAL OF MINUTES:** Brandon Smith moved for approval of the September, 2014 Minutes. David Loudon seconded. Motion passed as follows: Quinn, Taylor, Carlson, Walsh, Loudon, Smith, Baker and Freeman in favor; Caillier, Ream, Cook and Coy absent and one position vacant.

**APPEARANCE OF INTERESTED CITIZENS:** Valeria Moore, website designer, shared the latest version of the Big Toy website. The following needs were discussed:

- Insert the dollar amount under the percentage at the Fundraising Thermometer.
- More children's drawings. Brandon Smith volunteered to do the scanning, cropping, rotating, resolution changing and name removal and transmit them to Ms. Moore.
- Better school logos. Marlene Quinn volunteered to take photographs of the logos at the school sites and send them to Ms. Moore.
- Verbiage for the volunteer waiver of liability.
- Write ups of duties and qualifications for each volunteer task.
- Review of images and dollar amounts for components.
- Coordination with Parks Foundation for picket ordering and receipt of funds. Brandon volunteered to work with Jeanne Bond-Esser.
- Buy off from Leathers for Castle proposal submitted by Rick Day. Ron Freeman indicated that he was not convinced that the structure would be what is best for the park. He added that others had voiced similar concerns to him and questioned if this could be revisited at the next meeting. It was agreed that the issue would be put on the agenda for the November meeting.

Website will "go live" on November 7.

**PARKS FOUNDATION UPDATE:** No report

**GENERAL COORDINATOR REPORT:** No report.

**CIRCULATION OF VOLUNTEER HOURS TABULATION TABLE:** Circulated.

**COORDINATOR REPORTS:**

*Fundraising – Janet Carlson/Richard Walsh:* Janet Carlson reported that the committee did not have a quorum but will meet again on October 16. She, Lore Christopher and Richard Walsh discussed 1) the City Budget and the need for clarifying language in the budget for grant purposes; 2) Grant processes and the need that future grants be reviewed by the Fundraising Committee before they are submitted to be sure that they include the “heart” component; and 3) the quandary that the Parks Foundation is a small organization and therefore does not qualify for larger grants. Richard Walsh added that once the website is up and running and Council has determined the exact location of the playground, fundraising efforts will move forward full speed ahead.

*Public Relations – Brandon Smith:* Will begin updates and profiles on committee members in Keizertimes. Will send forms for members to complete for this.

*Volunteer Coordinators – Ron Freeman:* No report

*Child Care – Danielle Bethell:* No report

*Children’s Group – Carolyn Ream:* No report

*Materials – Randy Cook/Rick Day:* No report

*Food – Dave Bauer:* No report

*Tools – Rob Miller:* No report

*Design & Special Features – Linda Baker:* Scheduling meetings with teachers and art associations. Rethinking color scheme based on what the castle will look like; if it is large then the rest of the play structure should tie in with it.

*Special Needs - Lana & Ryan Weimer:* No report

*Construction Captains – Bill Lawyer & Randy Cook:* No report

**OTHER BUSINESS:**

Public Works Director Bill Lawyer reported that the Leathers contract extension to August 2015 was approved. Some additional funding to Leathers is included in the amendment for design and other general work, on an hourly “as needed” basis, and not to exceed a certain amount.

Discussion then took place regarding details of tree removal if the play structure is located in the orchard area. Ms. Carlson suggested using the juvenile department to cut up the wood for sale. Mr. Lawyer explained that taking them out is not a problem, but grinding the root balls is.

**ADJOURNMENT** ~ Meeting adjourned at 7:00 p.m.

**Next Meeting:** *Wednesday, November 4, 2014*

Minutes approved: 1-6-15