



**Keizer Rapids Park Community Build Task Force<sup>2</sup>  
Meeting Minutes  
Wednesday, September 1, 2015 at 6:00 pm  
Keizer Civic Center**

**CALL TO ORDER** ~ Chair Parsons called the meeting to order at 6:04 p.m. Attendance was taken as follows:

**Present:**

Marlene Parsons  
Brandon Smith  
Janet Carlson  
Ron Freeman  
Richard Walsh  
David Louden

Councilor  
Councilor  
Marion County  
West Keizer NA  
Parks Board  
Parks Board

**Absent:**

Lore Christopher                      Citizen at Large

**Staff Present:**

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

**APPROVAL OF MINUTES:** Richard Walsh moved for approval of the August Minutes. Brandon Smith seconded. Motion passed as follows: Parsons, Smith, Carlson, Freeman, Walsh and Louden in favor with Christopher absent.

**APPEARANCE OF INTERESTED CITIZENS:** None

**FINANCE:** Janet Carlson distributed copies of the most recent financial report and provided clarification and explanation. Bill Lawyer listed expenditures noting that the list is not final. Discussion took place regarding specific commitments/donations, cash flow records, reconciliations and pickets. Mr. Lawyer indicated that he would monitor picket sales internally starting September 4. Committee members indicated that someone should talk with Lore Christopher regarding the Marion County Fire District commitment and that Big Town Hero needs to be billed for \$1200.

**LOCAL GOVERNMENT GRANT CRITERIA:** Members reviewed the two levels of grants and agreed to apply for the larger amount. Discussion followed regarding including an ADA compliant picnic area and restroom, ADA pathway to the park, connection to the sewer on 15<sup>th</sup> and the cost of the poured-in-place foam surface. Mr. Lawyer indicated that he would bring estimates for these to the next meeting as well as verification of when the City took possession of the property. Committee members discussed the Task Force duties vs. Parks Board duties and timing.

**EXTRA BENCH AVAILABLE FOR PURCHASE:** Bench has been purchased by Lyndon Zaitz with Keizertimes.

**OTHER BUSINESS:** Committee members agreed to add a sign to the kiosk at the Big Toy to recognize people who were not acknowledged as members of the task force but had given their time and efforts to the project as follows:

Special Thanks also to:

Clint Holland, Jerry Nuttbrock and Randy Miller (ground preparation)  
Valeria Moore, Moore WebWork (The Big Toy website)  
Jackie Franke (grant writing)

It was also agreed that the signs on the kiosk should be rearranged so that the higher dollar amount sponsors would be on the upper portion of the sign for greater visibility. Staff will take care of this.

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

**NEXT MEETING:** Tuesday, October 6, 6:00 p.m.

*Minutes approved:* 10-05-15