



**Keizer Rapids Park Community Build Task Force
Meeting Minutes
Tuesday, June 3, 2014 at 6:00 p.m.
Keizer Civic Center**

CALL TO ORDER ~ Chair Quinn called the meeting to order at 6:02 p.m. Attendance was taken as follows:

Present:

Marlene Quinn, Chair	Councilor
Jim Taylor	Councilor
Janet Carlson (6:25)	Marion County
Ron Freeman	West Keizer NA
Richard Walsh	Parks Board
David Loudon	Parks Board
Carolyn Ream	Citizen at Large
Linda Baker	Citizen at Large

Staff Attending:

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

Absent:

Meredith Coy	Gubser NA
Brandon Smith	Parks Board
Mark Caillier	Citizen at Large
Randy Cook	Citizen at Large

APPROVAL OF MINUTES: David Loudon moved for approval of the Minutes. Jim Taylor seconded. Motion passed as follows: Quinn, Taylor, Freeman, Walsh, Loudon, Ream and Baker in favor with Carlson absent at time of vote and Coy, Smith, Caillier and Cook absent.

APPEARANCE OF INTERESTED CITIZENS: None

PARKS FOUNDATION UPDATE: Marlene Quinn reported that the Foundation had received \$15,000 from Oregon Community Foundation and the Parks Foundation had donated an additional \$10,000 from their fundraising efforts. She urged everyone to promote picket sales; 1,000 need to be sold.

GENERAL COORDINATOR REPORT: Mark Caillier was absent – no report

CIRCULATION OF VOLUNTEER HOURS TABULATION TABLE: Circulated.

COORDINATOR REPORTS:

Fundraising – Janet Carlson/Richard Walsh: Richard Walsh reported that the committee had not met since the last Task Force meeting. Public Works Director Bill Lawyer announced that the Local Government Grant presentation would take place at the Fairgrounds Cascade Hall the next day. This is a \$150,000 grant. The recipient will be announced after July 1. Lengthy discussion followed regarding the presentation and

process. Janet Carlson reminded everyone that now that the process and outreach materials are in order, it is time to proceed with fundraising efforts. She noted that most people had received the materials and others would be given packets at the next meeting. She added that there was no need for the Fundraising Committee to meet until September; updates can be provided via e-mail. Additionally, notice of commitments received should be forwarded to Debbie Lockhart so that she can keep the spread sheet and the list of "Items Sold" current. She will provide ongoing updated spreadsheets to everyone.

Public Relations – Brandon Smith: Mr. Smith was absent. Mr. Lawyer announced that the subscription to the volunteer website, Volgistics, has been paid through the year. Marlene Quinn suggested that a presentation be made at the next meeting. Evan Christopher volunteered to help with the website.

Volunteer Coordinators – Ron Freeman: Ron Freeman questioned how to facilitate groups that want to volunteer as teams and asked if tee-shirts were in the budget. Mr. Lawyer indicated that they are included under Volunteer Expenses. The logistics of website volunteer sign up, accommodating groups and the importance of volunteers wearing their tee-shirts while participating in the build were discussed.

Child Care – Danielle Bethell: No Report

Children's Group – Carolyn Ream: Ms. Ream suggested that a banner be displayed at community events and that the task force have a booth. Mr. Freeman suggested that sample pickets could be displayed at community events to promote sales. Members discussed having a booth at the County Fair and RiverFair.

Chair Quinn urged everyone to attend the upcoming meetings addressing the expansion of the Urban Growth Boundary at Keizer Rapids Park and the upcoming Master Plan amendment.

Materials – Randy Cook/Rick Day: No Report

Food – Dave Bauer: No Report

Tools – Rob Miller: No Report

Design & Special Features – Linda Baker: Ms. Baker announced that she would be visiting various events throughout the summer to promote the project. She urged that a Fort replace the castle at the project so that the playground had a consistent northwestern theme. Following discussion, members of the task force agreed that the children had specifically asked for a castle and their wishes should take precedence. Discussion followed regarding the logistics of using concrete materials in the playground vs. low maintenance materials with the task force agreeing to let the construction team decide what is best.

Special Needs: Mark Construction Captains – Bill Lawyer & Randy Cook: Ron Freeman indicated that he had been contacted by an organization that works with developmentally disabled people who would like to work on the project. Task force members suggested that Mr. Freeman put the organization in contact with Linda and Ryan Weimer, co-coordinators of the Special Needs Committee.

OTHER BUSINESS: Chair Quinn summarized as follows:

- Carol Doerfler and Linda Ream will go through the children's drawings to get a better understanding of the design desired by the children.
- Evan Christopher will work with Brandon and Val on the Website and provide updates and announce grant receipts on the Facebook page.
- Everyone will try to attend the grant presentation on June 4 and the June 10 and 12 Public Hearings and Forums at the Civic Center.
- Janet Carlson will check on availability of a booth at the Marion County Fair. Promotional materials and a banner will be used. Carolyn Ream's committee will organize this effort.
- Marlene Quinn will secure a booth at the RiverFair to promote the Big Toy project. Carolyn Ream's committee will organize this effort.

ADJOURNMENT ~ Meeting adjourned at 7:06 p.m.

Next Meeting: Tuesday, July 1, 2014

Minutes approved: 7-01-14