



**Keizer Rapids Park Community Build Task Force
Meeting Minutes
Tuesday, June 2, 2015 at 6:00 p.m.
Keizer Civic Center**

CALL TO ORDER ~ Chair Quinn call the meeting to order at 6:00 p.m. Attendance was taken as follows:

Present:

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| Marlene Quinn, Chair | Councilor |
| Brandon Smith | Councilor |
| Janet Carlson | Marion County |
| Carolyn Ream | Citizen at Large |
| Mark Caillier | Citizen at Large |
| Meredith Coy (6:19) | Gubser NA |
| Ron Freeman | West Keizer NA |
| Randy Cook (6:10) | Citizen at Large |
| Richard Walsh | Parks Board |
| David Louden | Parks Board |
| Tanya Hamilton | Parks Board |

Also Present:

| | |
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| Shelly Paddock | Child Care |
| Kim Freeman | Volunteers |

Absent:

| | |
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| Jim Taylor | Citizen at Large |
| Heather Weathers | Citizen at Large |

Staff Present:

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

APPROVAL OF MINUTES: Ron Freeman moved for approval of the March 3, March 31 and April 7 Minutes. Mark Caillier seconded. Motion passed as follows: Quinn, Smith, Carlson, Ream, Caillier, Freeman, Walsh, Louden and Hamilton in favor with Taylor and Weathers absent and Coy and Cook absent at time of vote.

APPEARANCE OF INTERESTED CITIZENS - None

PARKS FOUNDATION UPDATE – Marlene Quinn reported that the Foundation has given \$91,000 to the City to date; there are still some outstanding invoices. Public Works Director Bill Lawyer added that a check for \$40,100 was submitted today.

GENERAL COORDINATOR REPORT – Mark Caillier announced that the site is ready; holes will be staked on Thursday and Friday, two crews are coming to put in the 337 holes. Potable water has been put in and a loop around the parking lot put in for the sprinkler system main. He provided information about tents, tables and scheduling, noted that 3 truckloads of materials have been delivered including slides, tubes, lumber and iron. Parr will deliver their materials on Friday or Monday. CERT will help with parking, security and first aid. Mr. Caillier fielded questions and provided additional information about parking noting that the dog park and boat launch will remain open during the build. He noted his concerns, explained that coordinators are getting things

together, and reminded the committee of the Tuesday meeting. Marlene Quinn volunteered to pick up the Leathers & Associates representatives at the airport.

COORDINATOR REPORTS

- **Fundraising:** Janet Carlson distributed a copy of the spreadsheet summary and detail sheet. She praised Allycia Weathers and Marion County for their contributions to this project noting that to date 86% of the goal has been raised. She commended Lore Christopher and Richard Walsh for component sales and provided explanation of the spreadsheet. Discussion followed regarding the construction materials received, monies owed, outstanding needs, consumables and donations.
Ms. Carlson provided details of outreach efforts made by the committee including presenting at 17 Salem neighborhood Associations, 9 rotary clubs, Salem City Council and many other organizations.
- **Public Relations:** Brandon Smith reported that he is working with Jolene Kelley to get out a last minute push. He reviewed contacts he has made and outreach efforts noting that he was going to try to set up a live broadcast from the build site. He added that he has 'boosted' his Facebook entries to reach a wider range of viewers.
- **Volunteer Coordinators:** Ron Freeman showed an example of the t-shirts noting that 500 will be ordered. He noted that so far 330 volunteers have signed up and he and Kim have been making a lot of phone calls; getting multiple shifts from people signing up. There was a good response from the Iris Festival booth and from the cards that were handed out. He emphasized that people can show up during the build and work for as long as they are available. Meredith Coy urged that someone come to the soccer tournament at Whitaker to pass out cards and sign up volunteers.
- **Children's Group:** Carolyn Ream reported that First American Escrow is doing a shift and showing the Big Toy on their Facebook page. She will be working with Shelly Paddock, taking the 9-11 year olds. She reviewed plans she has to keep the children occupied. Discussion then took place regarding putting together some 'time capsules' to be buried at the build site.
- **Child Care:** Shelly Paddock noted that she and Carolyn have developed themes for the different days: Wednesday – Craft Day; Thursday – Hero Day; Friday – Nature & Music Day; and Saturday and Sunday are sports days.

Marlene Quinn thanked everyone for their help at the Iris Festival and reminded them of the Tuesday meeting. Brandon Smith noted that his son could find strong helpers to assist with the setting of the pilings. Everyone was urged to bring whatever tools they have even though Makita is donating most of them.

ADJOURNMENT ~ Meeting adjourned at 7:11 p.m.

Minutes approved: 06-07-15