

**Accessibility and Accommodation Requests**

For questions about accessibility or accommodations for persons with disabilities, or to request a translator, interpreter, or other communication aids, please contact Melissa Bisset at 503-856-3412 or [bissetm@keizeror.gov](mailto:bissetm@keizeror.gov). The City of Keizer is committed to providing equal access to all public meetings and information per the requirements of the ADA and Oregon Revised Statutes (ORS). The Keizer Civic Center is wheelchair accessible.

To provide oral comments via electronic means, please contact the City Recorder's Office no later than 2:00 p.m. on the day of the meeting. Regular City Council meetings are streamed live through [www.KeizerTV.com](http://www.KeizerTV.com) and cable-cast on Comcast Channel 23 within the Keizer City limits. Board, Commission, and Committee meetings are streamed live on YouTube [@KeizerTV23](https://www.youtube.com/@KeizerTV23).



**KEIZER VOLUNTEER COORDINATING COMMITTEE**  
**AGENDA**

**HYBRID MEETING - ZOOM LINK: [HTTPS://US02WEB.ZOOM.US/J/84293220081](https://us02web.zoom.us/j/84293220081)**

**WEBINAR ID: 842 9322 0081**

**Thursday, April 16, 2026, 5:00 PM**

**Robert L. Simon Council Chambers**

**930 Chemawa Road NE**

**Keizer, Oregon**

1. **CALL TO ORDER/NOTE OF ATTENDANCE**
2. **PUBLIC TESTIMONY**
3. **OTHER BUSINESS**
  - a. **Approval of the Revised Script for the Volunteer Recruitment Video**
4. **NEXT MEETING: MAY 28TH (4TH THURSDAY BECAUSE OF BUDGET MEETINGS)**
5. **ADJOURNMENT**

## ORIGINAL

### Video Script: Volunteering for the City of Keizer, OR

**Character/Role:** Friendly Community Ambassador

**Setting:** Outside Keizer City Hall or

a local park (like Keizer Rapids

Park) **Tone:** Encouraging, clear,

and helpful

#### [SCENE 1: THE HOOK]

**(0-5 seconds) [Open on a diverse, friendly group of Keizer residents smiling and laughing, perhaps looking at city plans or a park design. Quick cuts of vibrant Keizer scenes: Keizer Rapids Park, local shops, people walking/biking.]**

**Narrator:** Hey Keizer! We all love this city – from its friendly neighborhoods to its beautiful parks. But what if you could do more than just live here? What if you could help *build* it?

**(5-15 seconds) [Transition to a shot of someone pointing at a map of Keizer, then a shot of a family enjoying a Keizer park.]**

Narrator: The City of Keizer thrives on the passion of its people, and we're looking for more local heroes. People like *you* to help shape our future.

**(15-25 seconds) [Cut to a dynamic visual representing a park – perhaps a stylized graphic of a playground or a walking trail. Then a quick shot of a real, well-maintained Keizer park.]**

Narrator: Ever looked at Keizer Rapids or Claggett Creek and thought, 'This could be even better'? Our Parks and Recreation Advisory Board is where you make that happen. Help design the future of our green spaces – because every kid deserves a great place to play!

**(25-35 seconds) [Cut to a visual representing city planning – maybe a blueprint or a time-lapse of a building being constructed. Then a shot of a vibrant street scene in Keizer with modern buildings.]**

## STUDENT and Final EDITS

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#### [SCENE 1: THE HOOK]

**(0-5 seconds) [Quick cuts of vibrant Keizer scenes: Keizer Rapids Park, local shops, people walking/biking.]**

**Narrator:** Hello residents of Keizer! We all love this city – from its friendly neighborhoods to its beautiful parks. But what if you could do more than just live here? What if you could help *build* it?

**(5-15 seconds) [Transition to a shot of someone pointing at a map of Keizer, then a shot of a family enjoying a Keizer park.]**

Narrator: The City of Keizer thrives on the passion of its people, and we're looking for more local heroes. People like *you* to help shape our future.

**(15-25 seconds) [Cut to a dynamic visual representing a park – perhaps a stylized graphic of a playground or a walking trail. Then a quick shot of a real, well-maintained Keizer park.]**

Narrator: Ever look at Keizer Rapids Park or Claggett Creek Park and think, "I have some ideas?" or "I just love this park!" Our Parks and Recreation Advisory Board is where you can bring your ideas to life or ensure that our parks stay well-maintained. Your role can help keep our parks beautiful and enjoyable for ALL of the community and its visitors!

**(25-35 seconds) [Cut to a visual representing city planning – maybe a blueprint or a time-lapse of a building being constructed. Then a shot of a vibrant street scene in Keizer with modern buildings.]**

Narrator: Or maybe you're a big-picture thinker. **You don't just live in Keizer—you can help build it!** The Planning Commission shapes our skyline, guides new developments, and ensures our city grows smart, without losing its small-town soul.

**(35-45 seconds) [Cut to a visual representing public art – Rosalie's Cows, any of the statues, Totem Pole, or wrapped utility boxes]**

Narrator: And for the creatives among us, let's turn Keizer into a gallery! Our Public Arts Commission brings color, conversation, and culture to our corners. You help make sure Keizer isn't just functional—it's beautiful.

**(45-55 seconds) [Quick cuts of various Keizer residents – a cyclist, a parent pushing a stroller, a senior citizen walking. All looking safe and happy.]**

Narrator: These are just a few ways you can make a real difference. Keizer isn't run by strangers in a distant office—it's run by people like you. Your voice is the most important tool we have.

**(55-60 seconds) [On-screen text: "Volunteer with the City of Keizer" and "Visit [Keizer.org/Volunteer](https://www.keizeror.gov/162/Volunteer-Information) https://www.keizeror.gov/162/Volunteer-Information" with a clear call to action. Final shot of the diverse group from the beginning, all smiling and looking engaged, perhaps at a community event.]**

Narrator: **So, are you ready to lead the way? Apply today and help us continue Keizer's legacy of "Pride, Spirit, and Volunteerism."**

## **[SCENE 2: CHOOSE YOUR PATH]**

(Visual: Quick text overlays or B-roll of a park, a fire truck [Public Safety **Truck** or Code Compliance vehicle~~???~~], and a committee meeting room.)

**Host:** First, decide where you want to serve. The City has three main tracks, and we're going to go into detail about the first track:

1. **Advisory Boards & Committees:** Think Planning, Arts, or Parks and Rec.
2. **Community Service:** Like the Adopt-a-Street program, Trashy Tuesday, or graffiti abatement.
3. **Public Safety:** Such as the Keizer Police Cadet program or ~~Keizer Fire District~~ support roles.

## **[SCENE 3: THE APPLICATION PROCESS]**

(Visual: Person walking into the Keizer Public Library,

Narrator: Or maybe you are a visionary and love preparation and planning. The **Planning Commission** shapes the city's future, **offers input on** new development, and makes sure our city grows smart without losing its small-town feel.

**(35-45 seconds) [Cut to a visual representing public art – Rosalie's Cows, any of the statues, Totem Pole, or wrapped utility boxes]**

Narrator: And for creative or art-loving people who want to help choose art and display it publicly, there is something for you! **The Keizer** Public Arts Commission **is where you can** bring your love of color, art, and culture to life. You can make sure Keizer isn't just functional ---it's beautiful.

**(45-55 seconds) [Quick cuts of various Keizer residents – a cyclist, a parent pushing a stroller, a senior citizen walking. All looking safe and happy.]**

Narrator: These are just a few ways you can make a real difference. Keizer isn't run by strangers in a distant office—it's run by people like you. Your **ideas** and your voice are the most important tools we have.

**(55-60 seconds) [On-screen text: "Volunteer with the City of Keizer" and "Visit [Keizer.org/Volunteer](https://www.keizeror.gov/162/Volunteer-Information) https://www.keizeror.gov/162/Volunteer-Information" with a clear call to action. Final shot of a bustling community event.]**

Narrator: **So, are you ready to lead the way? Apply today and help us continue Keizer's legacy of "Pride, Spirit, and Volunteerism."**

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## **[SCENE 3: THE APPLICATION PROCESS]**

(Visual: Person walking into the Keizer Public Library, interacting with the librarian, and heading to a

interacting with the librarian, and heading to a computer. Show a screen recording of the KeizerOR.gov website navigating to the "Volunteer" page.)

**Host:** If you've decided you'd like to be on a committee or commission and you're ready to apply, head to **KeizerOR.gov keizeror.gov/162/Volunteer-Information** and click on " Volunteer Information."

- You can fill out the **Volunteer Application Form** directly online. It asks about your background and why you want to serve.
- Anyone 18 or over will need to have a background check.

**[SCENE 54: WHAT HAPPENS NEXT?]**  
(Visual: Host walking toward the entrance of City Hall.)

**Host:** Once your application is in and (for adults) you've successfully passed the background check, you will be invited for an interview with the **Volunteer Coordinating Committee**. They meet regularly to review applicants and recommend names to the Mayor and City Council.

**Host:** At the interview, we ask that you tell us a little about yourself and your particular interest in the volunteer role you're applying for. It's great to prepare in advance and even have something in writing if you get nervous speaking in front of a small group. **It can really help!**

You'll have 5 minutes, and then the Volunteer Coordinating Committee members may ask you some additional questions. After all candidates are interviewed, the committee will vote, and you'll find out before you leave if your name will be put forward to be approved by the Mayor and City Council. **It's a piece of cake!**

**[SCENE 65: CALL TO ACTION]**  
(Visual: Close-up of the host with the website URL on screen.)

**Host:** We need your voice and your helping hand. Visit **KeizerOR.gov/Volunteer keizeror.gov/162/Volunteer-Information** today to see current openings—~~like the upcoming committee interviews this February~~ or attend an upcoming Volunteer Coordinating Committee meeting on the second Thursday of the month at 6pm! (Check for cancelled meetings at: <https://www.keizeror.gov/163/Meeting-Materials.>)

**Host:** People like you who want to be involved are the reason Keizer's motto is "Pride, Spirit, and Volunteerism"

computer. Show a screen recording of the KeizerOR.gov website navigating to the "Volunteer" page.)

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**[SCENE 65: CALL TO ACTION]**  
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**Host:** People like you who want to be involved are the reason Keizer's motto is "Pride, Spirit, and Volunteerism" and **why Keizer is** a great place to call home. We look forward to seeing

and a great place to call home. We look forward to seeing you at City Hall! (Visual: Fade to black with the City of Keizer logo and contact number: 503-390-3700.)

**Quick Reference for Your Video**

Requirement	Detail
<b>Website</b>	<a href="http://keizeror.gov/162/Volunteer-Information">keizeror.gov/162/Volunteer-Information</a>
<b>In-Person Drop-off</b>	930 Chemawa Road NE, Keizer, OR 97303
<b>Contact</b>	Dawn Wilson, Deputy City Recorder (wilsond@keizeror.gov)

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