Keizer Urban Renewal Board
Minutes
Wednesday, October 22, 2003 @ 5:30 p.m.
Keizer City Hall - Conference Room B

1. **CALL TO ORDER**
   The meeting was called to order at 5:30 p.m.

2. **ROLL CALL**

Present:	**Also Present:**
Greg Frank, Chair	Debbie Lockhart, Recording Secretary
Greg McLeod	Nate Brown, Community Development Director
Brian Butler	
Stuart Crosby	**Absent:**
Christine Stimson	Marlene Kelly
Greg Rands	Tom Callahan
Stan Compton	

3. **APPROVAL OF MINUTES.**
   - ***July 23, 2003*** – Chair Greg Frank noted that the adjournment time was not accurate, stating that the meeting was adjourned at 6:50 pm, not 7:50. Stuart Crosby moved for approval of the July 23, 2003 minutes as corrected. Brian Butler seconded the motion.

     The motion passed unanimously as follows:

     AYES: Frank, McLeod, Butler, Crosby, Stimson, Rands and Compton (7)
     NAYS: None (0)
     ABSENT: Kelly and Callahan (2)
     ABSTENTIONS: None (0)

4. **APPEARANCE OF INTERESTED CITIZENS**
   Mr. Rob Titus was in attendance in order to answer questions and hear the results of his grant application.

5. **OTHER BUSINESS**
   Nate Brown, Community Development Director, introduced himself to members of the Board noting that he was excited about the Urban Renewal Projects.

6. NEW BUSINESS

- **Grant Request: Frontage Improvements, Keizer Outdoor Power Equipment**

Mr. Brown summarized the grant application from Keizer Outdoor Power Equipment, a request for a dollar for dollar matching grant to assist in landscaping and site improvements. Copies of the grant application and bids submitted were sent to Board members earlier for review (attached). Additionally, Board was given Public Works bids for Public Improvements. Mr. Titus acquired the property by an agreement that requires the new property owner to complete, as their obligation, right-of-way and sidewalk improvements over the entirety of both the subject property as well as the buyers adjoining property in a manner reasonably acceptable to the City. The owner has agreed to grant the City an easement allowing the sidewalks to be placed on private property. Consequently, staff recommends that the City of Keizer grant participation in the development of the sidewalks with participation limited to the sidewalks since public improvements would be limited to the public right-of-way. The amount that staff recommends the Board grant to the applicant, is 50% of low cost for the landscaping installation ($9,224); and 50% for the design ($960). Mr. Brown distributed the design drawing from which the bids were generated.

Stan Compton moved to approve the applicants request for a dollar for dollar grant (50% of $9,224) in the amount of $4,612, plus (50% of $960) $480. Stuart Crosby seconded the motion.

The motion passed unanimously as follows:

AYES: Frank, McLeod, Butler, Crosby, Stimson, Rands and Compton (7)
NAYS: None (0)
ABSENT: Kelly and Callahan (2)
ABSTENTIONS: None (0)

A detailed discussion of the sidewalk ensued.

Stuart Crosby moved for approval of a Grant to Reimburse 50% of the Sidewalk Costs ($4,009) which would be $2,005. Stan Compton seconded.

The motion passed unanimously as follows:

AYES: Frank, McLeod, Butler, Crosby, Stimson, Rands and Compton (7)
NAYS: None (0)
ABSENT: Kelly and Callahan (2)
ABSTENTIONS: None (0)

Stuart Crosby questioned why the sidewalks could not be moved back in that area and Nate responded that they will be moved because a bike path is being added.

- ***Keizer 21st Century Renewal Strategy Review***
  Mr. Brown reported that a representative of the Urban Renewal Board needed to be on the River Road Renaissance Committee. The first meeting will be on November 19. The Urban Renewal Board would be asked to give direction as to what they thought that corridor should be. The old plan will be incorporated into the new plan, with more specific guidelines. He continued noting that the Transit District is considering using River Road as a demonstration project for express mass transit service. It was the consensus of the Board that Stuart Crosby was the best candidate to represent the Urban Renewal Board on the River Road Renaissance Committee.

- ***Investigation of Additional Grant Opportunities***
  Mr. Brown encouraged the Board to investigate the different grants that would be available for improvements on River Road. He asked them to consider if at some time in the future the City would want to expand the scope of grants allowed. He concluded that this would be an issue to address in the future.

  Stan Compton asked for an updated map of the Urban Renewal District and Nate Brown responded that he would take care of that for him.

- ***Recognition of Volunteers***
  In place of a member of the Volunteer Coordinating Committee, Community Development Director, Nate Brown, passed out Certificates of Appreciation to members of KURB in recognition of their continued volunteer efforts, while Recording Secretary, Debbie Lockhart, passed out cookies and offered coffee.

7. OLD BUSINESS
None

8. ADJOURN

The meeting was adjourned at 6:15 p.m.

Next Meeting- Wednesday, December 3, 2003