Keizer Urban Renewal Board Minutes
Wednesday, August 27, 2008 @ 5:30 p.m.
Keizer City Hall

1. **CALL TO ORDER**
   Vice Chair Christine Dieker called the meeting to order at 5:30 p.m.

2. **ROLL CALL**

   Present:
   Christine Dieker, Vice Chair
   Robert Hendricks
   Erick Peterson
   Greg McLeod
   James Hauge
   A.J. Nash
   Marlene Quinn, Parks Representative
   Doug Schneider, Planning Commission Representative
   Brandon Smith, Council Liaison

   Absent:
   Rich Duncan, Chair

   Staff Present:
   Nate Brown, Community Development Director
   Sam Litke, Senior Planner
   Susan Gahlsdorf, Finance Director
   Tracy Davis, City Recorder

3. **APPROVAL OF MINUTES** ~ Marlene Quinn moved to approve the July 2008 Minutes. Greg McLeod seconded. The motion passed as follows: Hendricks, Peterson, Nash, Quinn, McLeod and Hauge in favor, Dieker and Schneider abstaining and Duncan absent.

4. **APPEARANCE OF INTERESTED CITIZENS** ~ None

5. **OLD/NEW BUSINESS**

   - ***Explanation of Urban Renewal*** ~ Finance Director Susan Gahlsdorf distributed handouts to aid in the explanation and reviewed each in detail. She explained adjustments made with the 6th amendment, how the district receives funds and the effect of dissolution on projects. She fielded questions regarding projects, tax revenue and urban renewal philosophy. Mr. Brown provided additional information regarding various projects relating to urban renewal.

   - ***Strickfaden Landscape/Sidewalk Grant Request*** ~ Sam Litke reviewed materials noting that the request is for funding of landscaping and sidewalk improvements at the corner of River Road and Dietz. He noted that the recommendation is for 100% of the River Road frontage improvements, and 50% for the Dietz frontage improvements. Staff recommends selection of the lowest bid for the landscaping and the Henderson bid for the sidewalk because the lowest bidder did not include the stamped concrete. Mr. Litke noted that there was some urgency to this project as the owner wishes to be finished with the project by December 31. He pointed out issues that staff feels need to be addressed: a need for gutters and sidewalk adjustment to avoid the electrical vault, wheelchair ramps (one instead of two as shown on the plan), possible need for more asphalt and inclusion of a storm drainage plan. With these issues in mind, the original amount of $18,471 is the best number to date but staff feels a contingency should be included to cover the above issues. Nate Brown provided clarification that staff is recommending 100% of landscaping and sidewalk at frontage along River Road and 50% of landscaping and sidewalk at the rest of the property. He added that this is all new construction so the owner is "on the hook" to provide all street frontage improvements; Mr. Strickfaden is requesting 100% funding, so in the interest of fostering economic development and investment in the area, this compromise is proposed.

Mr. Jack Strickfaden shared his purpose in developing this site explaining the need to be competitive and keep costs down to be compatible with the market. He noted that he would like the development to be nice, intends to do a good job with the building location and fielded questions regarding sidewalk placement. Discussion then took place regarding adjustment of the percentages of funding, the contingency amount and consideration of all the bid submittals.

A.J. Nash moved to recommend moving forward with the recommendation of the City including no more than the one consideration of the gutter, but requesting strongly a bid from at least Integra, if not the rest, of more detail, allowing them to move forward, and including the staff recommended contingency as well as the opportunity for re-evaluation of other bids.

Marlene Quinn provided clarification that the Board would approve a more extended bid not to exceed the Henderson cost and seconded the motion.

Vice Chair Dieker noted that the dollar amount is $18,471 plus a contingency of $3,000.

The motion passed as follows: Hendricks, Peterson, Nash, Quinn, McLeod, Dieker, Schneider and Hauge in favor and Duncan absent.

- ***Copeland Property Street Frontage Improvement Grant Request*** ~ Mr. Brown reported that the City Attorney was developing a shared parking access agreement to present to both parties.
- ***Lockhaven/River Road Landscaping Update*** ~ Mr. Brown reported that investigation is underway to make the electrical box less obtrusive.
- ***Wells Fargo/Wittenberg Property Update*** ~ Mr. Litke reported that the concrete was stamped on the driveway and the building is going up. Mr. Brown added that the cost of sidewalk adjustments (5 feet to 6 feet) was approved by Council.
- ***River Road Renaissance Report*** ~ A.J. Nash reported that the committee had considered placement of blooming trees along River Road. Nate Brown added that staff was directed to develop a list of acceptable varieties that could be designated one block at a time and on both sides of the street.

6. ADJOURN ~ Meeting adjourned at 6:45 p.m.

Next meeting: September 24, 2008
City Hall

Approved: 1-28-09