Keizer Urban Renewal Board Minutes
Wednesday, August 26, 2009 @ 5:30 p.m.
Keizer City Hall

1. **CALL TO ORDER**
   Vice Chair Greg McLeod called the meeting to order at 5:33 p.m.

2. **ROLL CALL**

   Present:
   Greg McLeod, Vice Chair
   Robert Hendricks
   Erick Peterson
   James Hauge
   Bob Stai, KPIC Representative
   Doug Schneider, Planning Commission Representative
   Brandon Smith, Council Liaison

   Absent:
   Rich Duncan, Chair
   Doug Tookey
   A.J. Nash

   Staff Present:
   Nate Brown, Community Development Director
   Sam Litke, Senior Planner
   Debbie Lockhart, Deputy City Recorder

3. **APPROVAL OF MINUTES** ~ Doug Schneider moved to approve the July 2009 Minutes. Robert Hendricks seconded. The motion passed as follows: McLeod, Hendricks, Peterson, Hauge and Schneider in favor, Stai abstaining and Duncan, Tookey and Nash absent.

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

5. **OLD/NEW BUSINESS**

   Copeland Property Street Frontage Improvement Update: Community Development Director Nate Brown distributed a summary of bids received, noted that Public Works had reviewed the bids, and concluded that they appear to be equal and in good faith. He noted that the KURB would be requested to fund 100% of the concrete and landscape and 50% of the paving for a total of $55,668. The paving would be considered a separate project because it is on private property. Mr. Brown reviewed unfinished details and fielded questions regarding drainage and engineering.

   Robert Hendricks moved to accept the $55,668 which represents the maximum for the project including contingency. Doug Schneider seconded. Motion passed unanimously as follows: McLeod, Hendricks, Peterson, Hauge, Schneider and Stai in favor with Duncan, Tookey and Nash absent.

Sonic Update: Senior Planner, Sam Litke, distributed a detailed close-out report noting that the total cost of the project came to $79,307.96 and the Grantee is seeking payment of just under $45,000. The contingency was used for benches and engineering costs.

Erick Peterson moved to make the final payment. James Hauge seconded. Motion passed unanimously as follows: McLeod, Hendricks, Peterson, Hauge, Schneider and Stai in favor with Duncan, Tookey and Nash absent.

Town & Country Improvements Update: Erick Peterson reported that he had met with Laura about her anxiety on the project and suggested that Mr. Brown call her to explain the process. Mr. Peterson added that he hoped to have an update for the next meeting and that he has a conceptual design so it should move quickly once a signed agreement is in place. He concluded that his company is hoping to get the designs out for bid in September.

Council Liaison Report: Members discussed the status of the kitchen design for the civic center. Council Liaison Brandon Smith provided additional details regarding the proposed kitchen and explained that Council has been involved in many decisions with City Manager Chris Eppley and they trust his judgment.

6. ADJOURN ~ Meeting adjourned at 6:00 p.m.

Next meeting: September 23, 2009
Civic Center

Approved: 11-04-09